

OCTORARA AREA SCHOOL DISTRICT
PUBLIC SCHOOL BOARD MEETING
March 18, 2024 – 7:00 p.m.
Jr. High School Multi-Purpose Room

AGENDA

1. Moment of Silence
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes of the Policy Committee Meeting, the Facility Committee Meeting and the Work Session of February 12, 2024; the Finance Committee Meeting and the Regular Meeting of February 20, 2024, the Education Committee Meeting of February 26, 2024, and the Special Meeting of February 28, 2024.
5. Visitors' Comments - Agenda Items Only
6. Presentations/Discussions
 - A. Proposed 2024-2025 Chester County Intermediate Unit Budget
7. Information Items
 - A. Ms. Jen Hoskins will transfer from a 9th grade (float) advisor to an 11th grade (permanent) advisor for the 2023-2024 school year.
 - B. Dr. Elena Tachau will transfer from Director of Curriculum and Instruction to Principal of the Octorara Elementary School effective immediately.
8. Treasurer's Report
 - A. That the Octorara Board of School Directors approve the General Fund Report for period ending February 29, 2024.
9. Business Manager's Report
 - A. That the Octorara Board of School Directors approve the list of bills for payment.
10. Recommended Action Items:
 - A. That the Octorara Board of School Directors approve Mr. Scott Domowicz as the District's Title IX Coordinator. (Replacing Kelley Vance)
 - B. That the Octorara Board of School Directors approve the District's 2024-2027 Comprehensive Plan.
 - C. That the Octorara Board of School Directors approve the revision to the 2024-2025 school calendar.
 - D. That the Octorara Board of School Directors approve the Agreement with Collaborative Classroom to pilot the SIPPS Reading Intervention Program with one teacher in 2nd grade and one teacher in 3rd grade.

- E. That the Octorara Board of School Directors accept the 2023-2024 Competitive Equipment Grant for \$85,000 for Self-Contained Breathing Apparatus equipment. This equipment will supply the Homeland Security and Protective Services Academy with critically needed personal protective equipment for the firefighter students.
- F. That the Octorara Board of School Directors accept the Supplemental Equipment Grant for \$20,998 also to be used for Self-Contained Breathing Apparatus equipment for the Homeland Security and Protective Services Academy.
- G. That the Octorara Board of School Directors approve the attainment of tenure status for the following professional employee in accordance with Section 1108 of the current School Laws of Pennsylvania:
 Tammy Simon
- H. That the Octorara Board of School Directors approve the following policy, first reading:
 011 *Principles of Governance and Leadership*

Resignation Approvals:

- I. That the Octorara Board of School Directors accept the resignation of Mr. John Narcise as a Law Instructor for the Octorara Homeland Security and Protective Services Academy effective the end of the 2023-2024 school year. (Hired June 16, 2020)
- J. That the Octorara Board of School Directors accept, with regret, the resignation of Ms. Angela Christou as an Instructional Assistant at the Octorara Elementary School effective March 1, 2024. (Hired September 15, 2014)
- K. That the Octorara Board of School Directors accept the resignation of Ms. Stephanie Klingler as a Food Service employee effective March 8, 2024. (Hired February 20, 2024)

Hiring Approvals:

- L. That the Octorara Board of School Directors approve the following salary change effective January 19, 2024:
 Samantha Norris from M Step 16 at \$61,203 to M Step 15 at \$62,102
- M. That the Octorara Board of School Directors approve the following Athletic Game Workers for the 2023-2024 school year:
 Sara Seipel
 Allison Carr
 Brittany Fulwider
 Julia Harpel
 Allison Hickey
 Kaylene Mummert
 Renee Shenk
 Emily Harper
 Tammy Simon
 Danielle Kelley
- N. That the Octorara Board of School Directors approve the following supplemental contracts for the 2023-2024 school year:

John Cummings	Middle School Softball Coach	4 pts @ \$620	\$2,480
Rebecca Rotz	9 th Grade Float Advisor	2 pts @\$620	\$1,240
Megan McNutt	Sr. High Asst Softball Coach	6 pts @\$620	\$3,720

- O. That the Octorara Board of School Directors approve the following supplemental contract for the 2024-2025 school year:
- | | | | |
|-----------|-------------------------|---------------|---------|
| Ken Lewis | Jr. High Football Coach | 6 pts @ \$620 | \$3,720 |
|-----------|-------------------------|---------------|---------|
- P. That the Board of School Directors approve the following changes in salary due to graduate credits earned:
- | | | |
|--------------------|---|---------------|
| Elizabeth Scroggin | From M (\$71,308) to M+15 (\$75,514) | Step 8 to MAX |
| Trent Zook | From M+15 (\$73,873) to M+30 (\$75,888) | Step 9 to MAX |
- Q. *That the Octorara Board of School Directors approve the Memorandum of Understanding between the Octorara Area School District and the Octorara Area Education Association for two additional supplemental contracts.*
- R. *That the Octorara Board of School Directors approve the Agreement with the Chester County Intermediate Unit for Technical Network Consulting for CTE students at a cost of \$3,360.00.*
- S. *That the Octorara Board of School Directors approve the Proposal with Keystone Collections Group for real estate tax collection.*
- T. *That the Octorara Board of School Directors approve the Agreement with McClure Company to test and survey the District's domestic well water system at a cost of \$31,605.00.*
- U. *That the Octorara Board of School Directors approve the Proposal with Chester County Fencing to replace the security fence and gates between the Jr. and Sr. High School at a cost of \$6,775.82.*
- V. *That the Octorara Board of School Directors approve the Proposal with Chester County Fencing to replace the fencing and underground wire around the livestock area at the Sr. High Ag shop at a cost of \$1,556.72*
- W. *That the Octorara Board of School Directors approve the Estimate with Atlas Welds LLC for steel railing on the PLC loading dock at a cost of \$14,040.00.*
- X. *That the Octorara Board of School Directors approve the Quote with One Beat to replace five defibrillators that are out of date at a cost of \$8,665.00.*
- Y. *That the Octorara Board of School Directors approve the Lease Agreement with Boxx Modular for modular classrooms at the Chester County Public Safety Training Campus at a cost of \$452,676.00 to be paid with grant funds.*
- Z. *That the Octorara Board of School Directors approve the 60 Month Lease with Toshiba for District copiers at a cost of \$4,414.64 per month.*
- AA. *That the Octorara Board of School Directors approve the Proposal with Macadam Company, Inc. for tennis court rehabilitation at a cost of \$98,400.00.*
- BB. *That the Octorara Board of School Directors authorize the sale to liquidate unused District goods and equipment at a public auction to be held on March 27, 2024.*
- CC. *That the Octorara Board of School Directors approve the District's Cyber Incident Response Plan.*
- DD. *That the Octorara Board of School Directors approve the District's Emergency Operations Plan.*

EE. That the Octorara Board of School Directors approve the annual fiscal audit report of the District for the year ending June 30, 2023 as prepared by the auditing firm of Herbein & Company.

FF. That the Octorara Board of School Directors approve the list to exonerate uncollectable real estate tax liens from the Chester County Tax Claim Bureau. The parcels are deemed uncollectable due to the mobile homes being removed from the parcels.

GG. That the Octorara Board of School Directors approve the changes to the Octorara Jr./Sr. High School Program of Studies for the 2024-2025 school year.

HH. That the Octorara Board of School Directors approve the following bus driver for Althouse Transportation for the 2023-2024 school year:

Allen L. Brown III

II. That the Octorara Board of School Directors accept, with regret, the resignation of Mr. Brian Dikun as principal at the Octorara Elementary School effective on or before May 1, 2024. (Hired July 1, 2014)

JJ. That the Octorara Board of School Directors accept, with regret, the resignation for purpose of retirement of Ms. Terry Powell as an Instructional Assistant at the Octorara Primary Learning Center effective the end of the 2023-2024 school year. (Hired March 16, 2015)

KK. That the Octorara Board of School Directors approve Mr. Eddie King as a Utility Custodian effective March 11, 2024 pending completion of employee related documents required by law and the District. Mr. King's salary will be \$37,440 pro-rated. (This is a new position – the job description was approved on January 16, 2024.)

LL. That the Octorara Board of School Directors approve Mr. Roman Rosa as a Utility Custodian (Weekend) as per the attached job description effective March 25, 2024 pending completion of employee related documents required by law and the District. Mr. Rosa's salary will be \$37,440, pro-rated. (This is a new position.)

MM. That the Octorara Board of School Directors approve Ms. Angela Jackson as a CTE Instructional Assistant at the Octorara Jr./Sr. High School effective March 19, 2024 pending completion of employee related documents required by law and the District. Ms. Jackson's rate will be \$16.00 per hour for 5.75 hours per day. (Replacing Savannah Fitzgerald who resigned.)

NN. That the Octorara Board of School Directors approve Mr. Mark Prokay as a volunteer Boys' Track and Field Coach.

11. Finance Committee Report

12. CCIU Board Representative's Report

13. Old Business

14. New Business

15. Other Items and Announcements

16. Visitors' Comments – General

17. Administrator Comments/Announcements

18. Board Comments

19. Adjournment

Finance Committee Meeting – Monday, March 18, 2024 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Executive Session for Personnel – Monday, March 18, 2024 – Prior to the Regular Meeting in room 102 at the Jr. High School

Education Committee Meeting – Monday, March 25, 2024 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Policy/Facility Committee Meeting – Monday, April 8, 2024 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Next regularly scheduled Work Session – Monday, April 8, 2024 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Finance Committee Meeting – Monday, April 15, 2024 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Next regularly scheduled Board Meeting – Monday, April 15, 2024 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Education Committee Meeting – Monday, April 22, 2024 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

**OCTORARA AREA SCHOOL DISTRICT
POLICY COMMITTEE MEETING MINUTES
February 12, 2024 – 6:00 PM
Jr. High School Multi-Purpose Room**

Policy Committee members in attendance: Mr. Hurley, chair; Ms. Metzler, Mr. Zimmerman. Other members present were Mr. Falgiatore, Mr. Koennecker, Mr. Lusby, Mr. Norris, Ms. Williamson. Also in attendance were Mrs. Hardy, Secretary and Mr. Domowicz, Business Manager. There were no visitors.

The following policies were discussed, second reading:

101 *Mission Statement/Vision Statement/Shared Values*

819 *Suicide Awareness, Prevention and Response*

200 *Enrollment of Students*

254 *Educational Opportunity for Military Children*

There were no changes or revisions to the policies.

The committee adjourned at 6:05 p.m.

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors

**OCTORARA AREA SCHOOL DISTRICT
FACILITIES COMMITTEE MINUTES
February 12, 2024 – 6:05 PM
Jr. High School Multi-Purpose Room**

Facility Committee members in attendance: Mr. Zimmerman, chair; Mr. Falgiatore, Mr. Koennecker, and Mr. Norris.

Other members present were Mr. Hurley, Mr. Lusby, Ms. Metzler, and Ms. Williamson. Also in attendance were Mrs. Hardy, Secretary, and Mr. Domowicz, Business Manager. There were no visitors.

Mr. Domowicz reported the five-year lease for the modular classrooms at the Chester County Training Center will be completed by the end of July.

Mr. Domowicz reported the three wells on District property will be tested. If any need to be replaced, they will need to be above ground. There is a need for a secondary pump due to no redundancy in the system. More information will be shared when the engineering reports are returned. The District also did independent water testing and participates in annual lead testing.

There will be a 6' tall fence installed around the playground of the Elementary School to alleviate students getting shocked from the electric fence on the neighbor's property. The cost for the fence will be approximately \$22,000.

The cost of replacing the plaster in the hallway at the Sr. High School is \$22,500. This includes removal of the old plaster and replacement. It does not include painting.

Mr. Domowicz said the District is having trouble employing someone with HVAC experience. In the meantime, he is looking into getting proposals from companies to provide a technician for weekly maintenance.

Mr. Domowicz reported the underground oil storage tanks are leaking near the top of the tanks. There is no contamination. The District converted to natural gas and the oil is no longer needed. The oil will be pumped out and the tanks cleaned and partially filled with cement.

The contractors started the electrical upgrade in the Welding classroom today and should be finished within 30 days. The District will get a proposal to convert the storage space behind the classroom into more classroom space.

The sidewalk repair began today and should be completed in seven days – weather dependent. They will return in the spring to assure there is no shifting.

The Jr. High cafeteria floor will be replaced, including asbestos removal, this summer. A contract for replacement will be forthcoming.

The committee discussed rebuilding or replacing the heating system above the cafeteria at the Intermediate School. Rebuilt equipment will cost \$24,975 with a two-week lead time for

replacement. Replacement would cost \$110,000, not including labor, and could take up to 18 months to get the equipment. The committee decided to pursue the rebuilt equipment and look into using ESSER funds for replacement in the future.

Mr. Domowicz reported purchasing glycol for the boiler system at a cost of \$5,100.

Mr. Falgiatore suggested putting temporary fencing with signage up at the Elementary playground.

The committee adjourned at 6:34 p.m.

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on February 12, 2024

The Work Session of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room on February 12, 2024.

A moment of silence and the Pledge of Allegiance preceded the meeting.

Mrs. Hardy read a statement from the Ganow family.

The Vice-President, Mr. Hurley, called the meeting to order at 7:00 p.m. Other members present were Mr. Falgiatore, Mr. Koennecker, Mr. Lusby, Ms. Metzler, Mr. Norris, Ms. Williamson, and Mr. Zimmerman. Also present were Mrs. Hardy, Secretary; Mr. Domowicz, Business Manager; Ben Pratt, Saxton & Stump; members of the administrative team; one reporter; and three visitors.

There were no visitor's comments for agenda items only.

Under presentations, in celebration of National CTE Month, Ms. McNamara along with students, Isaac Allison, Austin Kurtz, and Salem Budzik, presented what is happening in the District's CTE Programs.

There were no information items.

Mr. Hurley presented the following items for action at the February 20, 2024 Board meeting:

- A. That the Octorara Board of School Directors approve the Services Proposal with Premium Power for maintenance on the District generators at a semi-annual cost of \$3,834.
- B. That the Octorara Board of School Directors approve the Client Assignment Confirmation with Soliant Health, LLC for Speech Language Pathologist services at a rate of \$92 per hour effective February 5, 2024 through June 5, 2024.
- C. That the Octorara Board of School Directors approve the 2023-2024 Agriculture and Youth grant in the amount of \$7,500 to purchase three Miller Multimatic 235 Multiprocess Welders for the Mechanical Systems Technology Program.
- D. That the Octorara Board of School Directors approve the 2024-2025 Legal Services Representation Agreement between Sweet, Stevens, Katz & Williams LLP and the Octorara Area School District for Special Education Services.
- E. That the Octorara Board of School Directors approve the following bus drivers for Althouse Transportation for the 2023-2024 school year:
Laura Hancock, Bus #17
- F. That the Octorara Board of School Directors approve the following policies, second reading:
101 *Mission Statement/Vision Statement/Shared Values*
200 *Enrollment of Students*
254 *Educational Opportunity for Military Children*
819 *Suicide Awareness, Prevention and Response*

Resignation Approvals:

- G. That the Octorara Board of School Directors accept the resignation of Ms. Lisa Rohrer as a long-term substitute Second Grade Teacher at the Octorara Primary Learning Center effective February 5, 2024 pending the return of Megan Clarke from Child Rearing Leave. Ms. Rohrer will return to her previous position as an Instructional Assistant at the Primary

Learning Center. (Originally approved to be a long-term substitute through the end of the 2023-2024 school year.)

- H. That the Octorara Board of School Directors accept the resignation of Mr. Brian Hood as a Math Teacher at the Octorara Jr./Sr. High School effective TBD. (Hired June 20, 2022)
- I. That the Octorara Board of School Directors accept the resignation of Mr. Anthony Ross as an Assistant Football Coach at the Octorara Jr./Sr. High School effective January 18, 2024. Mr. Ross will continue as a volunteer football coach. (Hired for the 2022-2023 school year.)
- J. That the Octorara Board of School Directors accept the resignation of Mr. Andy Johnson as a Jr. High Track Coach at the Octorara Jr./Sr. High School effective January 23, 2024. (Hired for the 2019-2020 school year.)

Hiring Approvals:

- K. That the Octorara Board of School Directors approve Ms. Mary Beth St. John as a long-term substitute Sixth Grade Teacher at the Octorara Intermediate School effective February 22, 2024 through the end of the 2023-2024 school year pending completion of employee related documents required by law and the District. Ms. St. John's rate will be \$150 per day. (Replacing Caitlin Cracchiolo who will be on child rearing leave.)

- L. That the Octorara Board of School Directors approve Ms. Stephanie Klingler as a Food Service Employee effective January 11, 2024 pending completion of employee related documents required by law and the District. Ms. Klingler's rate will be \$16.00 per hour for five hours per day. (Replacing Amy Bess who resigned.)

- M. That the Octorara Board of School Directors approve Ms. Elisa Van Zyl as a Human Resources Intern effective February 6, 2024 through June 28, 2024 pending completion of employee related documents required by law and the District. Ms. Van Zyl's rate will be \$15.00 per hour for 30 hours per week.

- N. That the Octorara Board of School Directors approve the following Athletic Game Worker for the 2023-2024 school year:
Sean Foster

- O. That the Octorara Board of School Directors approve the following supplemental contracts for the 2023-2024 school year:

Christina Ruth	Head Jr. High Track Coach	4 pts @ \$620	\$2,480
Kenneth Baker	Middle School Asst Softball Coach	3 pts @ \$620	\$1,860

- P. That the Octorara Board of School Directors approve the following change in salary due to graduate credits earned:

Allison Venini	From M+30 (\$77,569) to M+45 (\$80,499)	Step 8 to MAX
Samantha Norris	From B+15 (\$59,139) to M (\$61,203)	Step 16 to MAX
Helena Talley	From M+15 (\$68,900) to M+30 (\$70,960)	Step 13 to MAX

Under the Education Committee Report, Mr. Norris reported the meeting held on January 22, 2024 included discussion on the need for increased mental health interventions, an update on the Comprehensive Plan, winter growth testing data, and results of the K-6 Literacy Audit.

Under the Policy Committee Report, Mr. Hurley reported the committee reviewed the second reading policies on tonight's agenda. There were no changes or revision to the policies.

Under the Facility Committee Report, Mr. Zimmerman reported the committee discussed the five-year lease for modular classrooms at the Chester County Training Facility, district water system including testing of district wells, fence installation at the OES playground, plaster replacement in the Sr. High hallway, HVAC technician needs, underground oil storage tanks, welding classroom work, Jr. High cafeteria floor replacement, OIS cafeteria heating system repair or replacement, and the purchase of glycol for the boiler system.

Under other items/concerns, Mr. Hurley led the discussion on filling the vacant Board position. He read the following process:

“Our School Board is required under Pennsylvania school code to fill Mr. Ganow’s seat on our Board of Directors. Following a procedure that is common to districts across the state, the Board will accept letters of interest accompanied by a resume from Octorara School District residents, then appoint a community member by majority vote to fill the vacant seat. In your letter of interest, please include name, address, phone and email address.

We are required to appoint a new School Board member from the same region in which Mr. Ganow served - Region 2, which includes Sadsbury Township in Lancaster County and West Fallowfield Township in Chester County.

Interested community members who live in this region should send information to School Board Secretary Jill Hardy at jhardy@octorara.org by Friday, February 16 at noon.

It is our intent that our School Board will conduct interviews with community members who have submitted materials during our regular School Board meeting on Tuesday, February 20 at 7 p.m. in the Octorara Jr/Sr High School Multi-Purpose Room.”

Mr. Falgiatore questioned having a stand-alone event instead of interviewing candidates prior to the Regular Meeting on February 20. He asked if there were other platforms used to advertise other than the website.

Mr. Norris questioned how it would be different if the interviews were held on another night. He said the community is aware of it and can come to the meeting on the 20th and sit through the process. The process isn’t going to change.

Mr. Lusby expressed his concern that the interviews not be rushed and allow applicants to share their thoughts.

Ms. Williamson reviewed the times Dr. Leever sent out for the interviews.

Under visitors’ comments for items in general, Lisa Bowman, West Fallowfield Township, acknowledged Mr. Ganow’s service to the community, the District, and the Board. Ms. Bowman was honored to serve with Mr. Ganow for 18 years on the Board. Mr. Ganow’s commitment to public education, the students in the District, and the community is commendable. She said Mr. Ganow shared his faith – not in public pontificating and prayers, but through his actions. Ms. Bowman said the District will miss Mr. Ganow and she will miss him as her friend.

Under administrator comments, Ms. Lease announced kindergarten registration for the 2024-2025 school year is open. There will be a kindergarten workshop tomorrow evening. She thanked Mr. Smith and the football players for helping with the open gym for incoming kindergarten students that was held on Saturday.

Mr. Peticca announced events happening in the Jr/Sr. High this week that include a winter celebration for work done in the second marking period, Jr. High Honor Roll assembly and CTE presentation, Sr. High Honor Roll breakfast, and Jr. High and Sr. High dances. He reported Cassidy Jeffries and

Taylor Orner will be competing in Girls' Wrestling Sectional Competition at Susquenita High School on February 16.

Dr. Tachau announced students are working hard on the production of the musical "Annie" which will be held February 29 through March 2. She reported the "Read Across America" celebration will begin on March 4 with Read Across America Literacy Night to be held on March 7.

Under Board comments, Ms. Williamson thanked Ms. McNamara for her work with the CTE Programs.

Mr. Norris concurred with what Ms. Bowman said regarding Mr. Ganow. He said Mr. Ganow had the ability to be larger than life and he will miss him.

Mr. Zimmerman said Mr. Ganow's passing has hit hard because he was a person to look up to. He was a nice person who was not afraid to say what he thought. The way Mr. Ganow lived life to the fullest is something he wants to strive for. He said he will miss Mr. Ganow and his leadership.

Mr. Koennecker said he will miss his friend, Mr. Ganow, who had a servant's heart and quick wit. The community is hurting over this loss.

Mr. Hurley said there is not much more that can be said about Mr. Ganow. He was a wonderful man and will be missed in this room, in the District, and in the community because he impacted many lives.

A Memorial Service will be held for Mr. Ganow on Sunday, February 18, 2024 at 2:00 p.m. in the auditorium at the Octorara Sr. High School.

Mr. Hurley announced the following meetings to be held:

Finance Committee Meeting – Tuesday, February 20, 2024 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Next regularly scheduled Board Meeting – Tuesday, February 20, 2024 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Education Committee Meeting – Monday, February 26, 2024 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

There being no further items of business the meeting adjourned at 8:02 p.m. on motion of Mr. Norris, second by Mr. Koennecker and approval of all members present.

This Board meeting can be viewed in its entirety on www.youtube.com/user/OctoraraAreaSD.

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors

**OCTORARA AREA SCHOOL DISTRICT
FINANCE COMMITTEE MEETING
February 20, 2024 – 6:00 PM
Jr. High School Multi-Purpose Room**

Finance Committee members in attendance: Mr. Norris, chair, and Mr. Hurley. Other members present were Mr. Falgiatore, Mr. Koennecker, Mr. Lusby, Ms. Metzler, Ms. Williamson, and Mr. Zimmerman. Also in attendance were Mrs. Hardy, Secretary; Dr. Leever, Superintendent; Mr. Furlong, Assistant Business Manager; Dr. Propper and one visitor.

Mr. Furlong reviewed the year-to-date General Fund Budget comparison with year-to date last year.

Representatives from Raymond James discussed the financial state of the District including debt profile; Inflation Reduction Act of 2022; solar benefits, challenges and cash flow projections; Acts 33 and 34; Renew America's Schools Grant; PA Multi-Purpose Community Facilities Program; RACP Funding; and School Improvement Fund.

Dr. Leever reviewed the savings that additional PowerSchool software programs will generate.

Dr. Leever reported the District is looking into Keystone to outsource the tax collection which will allow maximizing positions in the District Office.

He announced the District was a victim of fraud. A vendor check in the amount of \$11,750 was intercepted, changed, and cashed. Reports have been filed with the police, postal inspector, and the bank. The loss will be covered by insurance.

The one card process and digital banking should be in place by the end of March.

The majority of our liquid cash has been moved from Fulton Bank to PSDLAF to take advantage of higher interest rates.

An application was submitted for a small games of chance license.

The auditors will present the audit report next month. The preliminary budget will be presented next month.

The committee adjourned at 7:02 p.m.

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on February 20, 2024

The regular meeting of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room on February 20, 2024.

Prior to the meeting five candidates for the vacancy in Region 2 were interviewed by Vice-President, Mr. Hurley. Candidates included Lisa Bowman, Neil Feltham, Daniel Jurich, Jack Mariano, and Alexander Ranck.

A moment of silence and the Pledge of Allegiance preceded the meeting.

The Vice-President, Mr. Hurley, called the meeting to order at 7:46 p.m. Other members present were Mr. Falgiatore, Mr. Koennecker, Mr. Lusby, Mr. Norris, Ms. Metzler, Ms. Williamson, and Mr. Zimmerman. Also present were Mrs. Hardy, Secretary; Dr. Leever, Superintendent; members of the administrative team; Rhonda Lord, Saxton & Stump; and 22 citizens.

The minutes of the Policy Committee Meeting, the Facility Committee Meeting and the Work Session of January 8, 2024; the Finance Committee Meeting and the Regular Meeting of January 16, 2024; and the Education Committee Meeting of January 22, 2024 were approved on motion of Mr. Zimmerman, second by Mr. Norris and approval of all members present.

Under visitors' comments for agenda items only, Ms. Mary Ellen Carris, Sadsbury Township, expressed her support of Neil Feltham to fill the vacant Region 2 seat. Ms. Carris closed her comment with prayer.

Under presentations, Dr. Leever discussed the work that has been done on the District's Comprehensive Plan.

Under information items, Kelly Doughtie will transfer from a Special Education Teacher at the Primary Learning Center to a Special Education Teacher at the Jr./Sr. High School effective February 5, 2024.

The Treasurer's Report, which can be found at the end of these minutes, was approved on motion of Mr. Zimmerman, second by Ms. Williamson and approval of all members present. (Appendix A-2/20/24)

A list of bills for the General Fund totaling \$2,713,163.68; Cafeteria Fund totaling \$45,374.93, Capital Projects totaling \$18,348.71, and Capital Reserve totaling \$17,455.84 of which are attached to these minutes as Appendix B-2/20/24 were approved and ordered paid on motion of Mr. Lusby, second by Mr. Zimmerman and approval of all members present except Mr. Falgiatore who objected to the legal bill consistent with prior objections.

The following items were approved on motion of Ms. Williamson, second by Mr. Koennecker and approval of all members present:

The Octorara Board of School Directors approved the Services Proposal with Premium Power for maintenance on the District generators at a semi-annual cost of \$3,834. (Appendix C-2/20/24)

The Octorara Board of School Directors approved the Client Assignment Confirmation with Soliant Health, LLC for Speech Language Pathologist services at a rate of \$92 per hour effective February 5, 2024 through June 5, 2024. (Appendix D-2/20/24)

The Octorara Board of School Directors approved the 2023-2024 Agriculture and Youth grant in the amount of \$7,500 to purchase three Miller Multimatic 235 Multiprocess Welders for the Mechanical Systems Technology Program.

The Octorara Board of School Directors approved the 2024-2025 Legal Services Representation Agreement between Sweet, Stevens, Katz & Williams LLP and the Octorara Area School District for Special Education Services. (Appendix E-2/20/24)

The Octorara Board of School Directors approved the following bus drivers for Althouse Transportation for the 2023-2024 school year:

Laura Hancock, Bus #17

The Octorara Board of School Directors approved the following policies, second reading:

101 *Mission Statement/Vision Statement/Shared Values*

200 *Enrollment of Students*

254 *Educational Opportunity for Military Children*

819 *Suicide Awareness, Prevention and Response*

(Appendix F-2/20/24)

The Octorara Board of School Directors accepted the resignation of Ms. Lisa Rohrer as a long-term substitute Second Grade Teacher at the Octorara Primary Learning Center effective February 5, 2024 pending the return of Megan Clarke from Child Rearing Leave. Ms. Rohrer will return to her previous position as an Instructional Assistant at the Primary Learning Center. (Originally approved to be a long-term substitute through the end of the 2023-2024 school year.)

The Octorara Board of School Directors accepted the resignation of Mr. Brian Hood as a Math Teacher at the Octorara Jr./Sr. High School effective TBD. (Hired June 20, 2022)

The Octorara Board of School Directors accepted the resignation of Mr. Anthony Ross as an Assistant Football Coach at the Octorara Jr./Sr. High School effective January 18, 2024. Mr. Ross will continue as a volunteer football coach. (Hired for the 2022-2023 school year.)

The Octorara Board of School Directors accepted the resignation of Mr. Andy Johnson as a Jr. High Track Coach at the Octorara Jr./Sr. High School effective January 23, 2024. (Hired for the 2019-2020 school year.)

On motion of Mr. Norris, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved Ms. Mary Beth St. John as a long-term substitute Sixth Grade Teacher at the Octorara Intermediate School effective February 22, 2024 through the end of the 2023-2024 school year pending completion of employee related documents required by law and the District. Ms. St. John's salary will be \$60,953, pro-rated which is Step 17 to MAX of the Master's scale. (Replacing Caitlin Cracchiolo who will be on child rearing leave.)

The following items were approved on motion of Mr. Lusby, second by Ms. Williamson and approval of all members present:

The Octorara Board of School Directors approved Ms. Stephanie Klingler as a Food Service Employee effective January 11, 2024 pending completion of employee related documents required by law and the District. Ms. Klingler's rate will be \$16.00 per hour for five hours per day. (Replacing Amy Bess who resigned.)

The Octorara Board of School Directors approved Ms. Elisa Van Zyl as a Human Resources Intern effective February 6, 2024 through June 28, 2024 pending completion of employee related documents required by law and the District. Ms. Van Zyl's rate will be \$15.00 per hour for 29.5 hours per week.

The Octorara Board of School Directors approved the following Athletic Game Worker for the 2023-2024 school year:

Scott Whiteside

The Octorara Board of School Directors approved the following supplemental contracts for the 2023-2024 school year:

Christina Ruth	Head Jr. High Track Coach	4 pts @ \$620	\$2,480
Kenneth Baker	Middle School Asst Softball Coach	3 pts @ \$620	\$1,860
David Womer	Middle School Asst Baseball Coach	3 pts @ \$620	\$1,860

On motion of Mr. Koennecker, second by Ms. Williamson and approval of all members present the Octorara Board of School Directors approved the following changes in salary due to graduate credits earned:

Allison Venini	From M+30 (\$77,569) to M+45 (\$80,499)	Step 8 to MAX
Samantha Norris	From B+15 (\$59,139) to M (\$61,203)	Step 16 to MAX
Helena Talley	From M+15 (\$68,900) to M+30 (\$70,960)	Step 13 to MAX
Stephanie Nuse	From B+15 (\$60,066) to M (\$62,012)	Step 15 to MAX

On motion of Ms. Metzler, second by Mr. Norris and approval of all members present the Octorara Board of School Directors approved the 2024-2025 school calendar. (Appendix G-2/20/24)

On motion of Mr. Koennecker, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved the estimate with Thomas Custom Builders Inc. for hallway repairs at the Octorara Jr./Sr. High School at an estimated cost of \$22,250. (Appendix H-2/20/24)

On motion of Mr. Zimmerman, second by Mr. Falgiatore and approval of all members present the Octorara Board of School Directors approved the Authorization of Services with M&B Environmental, Inc. for Lead and Copper Service Line Inventory requirements at an estimated cost of \$2,500. (Appendix I-2/20/24)

On motion of Mr. Zimmerman, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved the Proposal with Chester County Fencing for 1,200 feet of 6' chain link fence for the Elementary School playground at a cost of \$22,481.74. The Board requested proper set back standards for the fence installation. (Appendix J-2/20/24)

On motion of Mr. Zimmerman, second by Mr. Norris and approval of all members present the Octorara Board of School Directors approved the Costars Proposal with Frey Lutz for repairs to the HVAC system at the Intermediate School at a cost of \$24,975. (Appendix K-2/20/24)

On motion of Mr. Lusby, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved the Memorandum of Understanding with Pennsylvania College of Art & Design for Dual Enrollment effective January 2024. (Appendix L-2/20/24)

On motion of Mr. Norris, second by Ms. Williamson and approval of all members present the Octorara Board of School Directors approved the Settlement Agreement and Release for student "A". (Appendix M-2/20/24)

On motion of Ms. Williamson, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors accepted the donation of a full-size heating cabinet for the Sr. High School concession stand from the Octorara Youth Wrestling Club. The cabinet and warranty are valued at \$1,400.99 and will be of use to all sports teams for food safety compliance.

On motion of Mr. Koennecker, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors acknowledged the incomplete paperwork of Ms. Theresa Arrington as a Utility Custodian for the District. (Hired January 16, 2024)

On motion of Ms. Williamson, second by Ms. Koennecker and approval of all members present the Octorara Board of School Directors accepted, with regret, the resignation for purpose of retirement of Ms. Debbie Jones as an Instructional Assistant at the Octorara Primary Learning Center effective June 5, 2024. (Hired March 11, 2002)

On motion of Mr. Zimmerman, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors accepted the resignation of Ms. Christe Steinbrecher as an Instructional Assistant at the Octorara Jr./Sr. High School effective February 28, 2024. (Hired August 15, 2022)

On motion of Mr. Koennecker, second by Mr. Falgiatore and approval of all members present the Octorara Board of School Directors approved the list of positions to staff the Summer Literacy, Math and Science and the Extended School Year Programs. These programs will run from Monday through Thursday beginning June 17 through July 18, 2024. (Appendix N-2/20/24)

On motion of Mr. Zimmerman, second by Ms. Metzler and approval of all members present the Octorara Board of School Directors approved the salary adjustment for Mr. Kevin Kerr from \$50,929 to \$55,929 effective February 20, 2024. Mr. Kerr is a District Maintenance Worker.

On motion of Mr. Dikun, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved Mr. Joshua Nuse as a General Maintenance Worker/HVAC effective March 4, 2024 pending completion of employee related documents required by law and the District. Mr. Nuse's salary will be \$56,000, pro-rated. (Replacing William Wertz who retired.)

On motion of Ms. Williamson, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved the following salary adjustments as a result of previous substitute positions held in the District effective January 19, 2024:

Caitlin Cracchiolo from \$58,889 at B+15 Step 17 to \$60,994 at B+15 Step 14

Samantha Norris from \$59,139 at B+15 Step 16 to \$60,066 at B+15 Step 15

Tammy Simon from \$62,012 at M Step 15 to \$63,002 at M Step 14

Lisa Hillman from \$58,889 at B+15 Step 17 to \$60,066 at B+15 Step 15

Mary Williams from \$56,639 at B Step 16 to \$57,427 at B Step 15

Ashley Ayers from \$78,886 at M+45 Step 9 to \$80,499 at M+45 Step 8

Jill Matys from \$58,889 at B+15 Step 17 to \$60,066 at B+15 Step 15

Mr. Hurley reviewed the process for filling the vacant seat in Region 2 pursuant to Board policy and in accordance with school code and the Sunshine Act. Mr. Hurley asked for nominations. Mr. Falgiatore nominated Neil Feltham. Ms. Metzler nominated Alexander Ranck. Mr. Zimmerman nominated Lisa Bowman. Ms. Williamson nominated Daniel Jurich. There were no other nominations. A role call vote was taken where each Board member voted for the nominee of their choice. Mr. Falgiatore – Neil Feltham, Mr. Hurley – Lisa Bowman, Mr. Koennecker – Lisa Bowman, Mr. Lusby – Daniel Jurich, Ms. Metzler – Alexander Ranck, Mr. Norris – Lisa Bowman, Ms. Williamson – Daniel Jurich, Mr. Zimmerman – Lisa Bowman. Lisa Bowman received four votes,

Neil Feltham received one vote, Daniel Jurich received two votes, and Alexander Ranck received one vote.

Since no one received five votes, the nominees with the two highest votes were Lisa Bowman and Daniel Jurich. A roll call vote was taken where each Board member voted for the remaining two nominees of their choice. Mr. Zimmerman – Lisa Bowman, Ms. Williamson – Daniel Jurich, Mr. Norris – Lisa Bowman, Ms. Metzler – Daniel Jurich, Mr. Lusby – Daniel Jurich, Mr. Koennecker – Lisa Bowman, Mr. Hurley – Lisa Bowman, Mr. Falgiatore – Daniel Jurich. Lisa Bowman received four votes and Daniel Jurich received four votes.

An executive session was called at 8:42 p.m. to discuss the strategy in moving forward with the tie.

The meeting reconvened at 8:55 p.m.

Mr. Hurley said the executive session was to discuss the strategy of moving forward. There was no deliberation on candidates. In consultation with the solicitor, there will be another roll call vote where Board members could express why they are voting for the candidate of their choice.

Mr. Hurley – Lisa Bowman because of her experience and calming influence. We are in a good position as a District because of her leading – financially, educationally, and in regards to facilities.

Mr. Koennecker – Lisa Bowman because of her experience and ability to mentor new members.

Mr. Lusby – Daniel Jurich because of his comment that everyone needs to be heard. He has four kids in the District so he is invested in the District. He liked the things he said about supporting staff, making tough decisions, communication, how he measures and defines success, and listening to different voices. Mr. Lusby said the public voted for a new direction and believes Mr. Jurich will do that in a positive way.

Ms. Metzler – Daniel Jurich. She thanked Ms. Bowman and values her input and experience. Ms. Metzler can see the Board moving in a new direction with unity. The public has spoken with the need for new growth and development. She is encouraged by what Mr. Jurich brings as a parent, his facility experience, and knowing he shares the same community interest and heart as Mr. Ganow. She appreciated hearing him say kids are the focus along with the balance of providing quality education and supporting the taxpayers and how he measures success.

Mr. Norris – Lisa Bowman because of the reasons stated prior and the things she said regarding the role the Board has with the Superintendent. He reminded everyone that we have a new Superintendent, HR Director, Business Manager, and Facilities Director. He wants to see consistency at the Board level. Ms. Bowman was fond of saying, “What are we solving for?” Mr. Norris said we are solving for the future relationship of the Board, its administration, and how we govern. He expressed his concern with Mr. Jurich’s relationship with a primary District vendor.

Ms. Williamson – Daniel Jurich because she agrees with what Mr. Lusby and Ms. Metzler have said. She is in the camp that change is good. She said the other Board members have a lot of experience on the Board and shouldn’t sell themselves short as leaders.

Mr. Zimmerman – Lisa Bowman because it comes down to leadership. He said it is important to have leadership and knowledge of Board interactions. We lost a lot of leadership with Mr. Ganow and we need to replace the guidance and experience that he had. Mr. Zimmerman said right now the Board needs experience and, in a year and a half, the public can take it from there. When he thought of who would replace Mr. Ganow, he immediately thought of Ms. Bowman and prayed she would put her name in. He said we need to move forward with the leadership she brings.

Mr. Falgiatore – Daniel Jurich because he thinks it would be wrong to assume going with him would be a step back. He said people want change and he believes Mr. Jurich can bring the vision and change the Board needs.

Lisa Bowman received four votes and Daniel Jurich received four votes.

Mr. Hurley said there will be one more roll call vote and if there is still a tie, the Board will take a short break that is not an executive session.

A roll call vote was taken where each Board member voted for the remaining two nominees of their choice. Ms. Williamson – Daniel Jurich, Mr. Norris – Lisa Bowman, Ms. Metzler – Daniel Jurich, Mr. Lusby – Daniel Jurich, Mr. Koennecker – Lisa Bowman, Mr. Hurley – Lisa Bowman, Mr. Falgiatore – Daniel Jurich, Mr. Zimmerman – Lisa Bowman. Lisa Bowman received four votes and Daniel Jurich received four votes.

Mr. Hurley announced a five-ten minute break at 9:08 p.m.
Mr. Hurley called the meeting back to order at 9:20 p.m.

Mr. Hurley said the District will discuss the deadlock with the solicitor and put out a statement regarding what the next process will be. He said this room has lost control of the ninth member and the decision may have to go to a judge in West Chester and that individual will choose who the ninth Board member is. Mr. Hurley said there will be one more roll call vote. Mr. Koennecker – Lisa Bowman, Mr. Lusby – Daniel Jurich, Ms. Metzler – Daniel Jurich, Mr. Norris – Lisa Bowman, Ms. Williamson – Daniel Jurich, Mr. Zimmerman – Lisa Bowman, Mr. Falgiatore – Daniel Jurich, Mr. Hurley – Lisa Bowman. Lisa Bowman received four votes and Daniel Jurich received four votes.

On motion of Mr. Norris, second by Mr. Lusby and approval of all members present the Octorara Board of School Directors tabled the nomination process to fill the Board vacancy.

Under the Finance Committee Report, Mr. Norris said the committee was given a year-to-year comparison of financial reports. Raymond James was present and discussed the financial state of the District including grant availability, debt service, and the change in projects that can be done using ESSER funds. The District was victim of check fraud of \$11,000 which will be reimbursed by insurance. The committee reviewed the savings by using more PowerSchool platforms.

Under the CCIU Board Representative Report, Mr. Norris reported on the meeting held on January 17, 2024.

There were no items of old business, new business, or other items and announcements.

Under visitors' comments in general, Susan Boninu, Parkesburg, expressed her hope for change. She requested an update on dual credits. She said she owns a salon and employs Cosmetology students from TCHS. She expressed her concern that those students are not graduating with enough Cosmetology hours to be certified.

Under administrator comments/announcements, Dr. Propper said he plans to present dual credit information to the Board. He announced the boys' basketball district playoff game will be held on Friday at 7:00 p.m. He encouraged everyone to attend the musical performance of "Annie" to be held on February 29, March 1, and March 2. The Mr. Octorara pageant/talent show to benefit Four Diamonds childhood cancer research will be held on March 8 at 7:00 p.m. He shared that some members of the staff provided and served dinner at the Parkesburg Point as well as provided tutoring for anyone who wanted it. He thanked Ms. Trainor for coordinating the volunteers as a way to give back to the community. Dr. Propper congratulated Cassidy Jeffries and Taylor Orner for making school history in girls' wrestling as they qualified for the regional tournament. Dr. Propper shared his opportunity to shadow senior, Ashley Zavala, at Cosmetology at TCHS. He is aware students don't usually reach their credit hours and will work on finding a way for them to complete their hours in the program.

Dr. Leever thanked the five candidates for their willingness to serve on the Board. He recognized Debbie Jones for her years of service to the District and wished her well in retirement. He presented

a “Look What’s Happening at the Home of the Braves!” slide show where he recognized Bridget Whitfield and Ryan Linnenbaugh for earning seats at the PMEA District 12 Band. After a second round of auditions, Bridget earned a chair at the Region VI Band to be hosted at Downingtown West on February 22-24, 2024. Mr. Hilbolt shared the next slide recognized student work in the Pathway 21 Program and the following slide showed the experience of a student in the work study program in the Life Skills and Autistic Support classrooms. Dr. Leever’s last slide recognized Cassidy Jeffries and Taylor Orner for making school history in girls’ wrestling for qualifying for the regional tournament by capturing third in their weight class.

Under Board comments, Mr. Zimmerman thanked the five candidates for putting their names out there and hopes they will run against him in the future. He said it is great to see more people interested in the Board and what’s happening in the District.

Mr. Falgiatore thanked the candidates. He expressed his concern with the process and said his concern would have led him to abstain and people reached out to him wanting change. He said it was the most important vote he will ever have as a Board member so abstaining wasn’t going to be the right move. He thanked the community for being involved in the process.

Ms. Metzler thanked the candidates for their time and effort. She said she is proud of her neighbors for being invested and hope it continues. She thanked the community for attending and being involved in the process.

Mr. Hurley thanked the candidates for putting themselves out there and for their interest in serving on the Board.

Mr. Hurley announced the following upcoming meetings:

Executive Session for Personnel - Tuesday, February 20, 2024 – Prior to the Regular Meeting in room 102 at the Jr. High School. There was also an Executive Session during the meeting in room 102 to discuss the process for filing the vacant Board seat.

Education Committee Meeting – Monday, February 26, 2024 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Policy/Facility Committee Meeting – Monday, March 11, 2024 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Next regularly scheduled Work Session – Monday, March 11, 2024 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Finance Committee Meeting – Monday, March 18, 2024 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Next regularly scheduled Board Meeting – Monday, March 18, 2024 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

There being no further items of business the meeting adjourned at 9:47 p.m. on motion of Mr. Lusby, second by Mr. Zimmerman and approval of all members present.

This Board meeting can be viewed in its entirety at www.youtube.com/user/OctoraraAreaSD.

**TREASURER'S REPORT
OCTORARA AREA SCHOOL DISTRICT
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
GENERAL FUND
2023-2024**

<u>Cash Balance as of December 31, 2023</u>	\$	3,213,114.96
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Receipts Deposited:

Revenue - (Tax Receipts, State Transfers)	\$	1,232,920.93		
Other Receipts - (Rentals, Misc.)		1,030.00		
Checking Account Interest		4,755.45		
Transfer in from Investments		2,525,335.74		3,764,042.12
 Total Available	 \$			 6,977,157.08

Disbursements:

Net Payroll	\$	1,096,847.60		
Accounts Payable		2,570,092.93		
Transfer to Investments		1,000,100.00		4,667,040.53

<u>General Fund Cash as of January 31, 2024</u>	\$	2,310,116.55
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Investments Outstanding

Beginning Balance PSDLAF Investment Account	\$	8,725,307.13
Beginning Balance Fulton Money Market		29,086,335.74
Earnings on PSDLAF Investment Account		39,136.87
Earnings on Fulton Money Market		82624.58
Net Transfers		(\$1,525,235.74)

<u>Total General Fund Cash and Investments as of January 31, 2024</u>	\$	38,718,285.13
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For the February 19, 2024 Regular Board Meeting

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Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors

**OCTORARA AREA SCHOOL DISTRICT
EDUCATION COMMITTEE MINUTES
February 26, 2024 – 6:00 PM
Jr. High School Multi-Purpose Room**

Education Committee members in attendance: Mr. Norris, Mr. Koennecker, Ms. Williamson. Other members present were Mr. Lusby, Ms. Metzler, and Mr. Zimmerman. Also in attendance were Mrs. Hardy, Secretary, Dr. Leever, Superintendent, members of the administrative team, and one visitor.

Under Focus Area #1: Student Health and Wellness, Mr. Peticca discussed the grade 9 QPR training for suicide prevention.

Dr. Tachau discussed the K-12 Health Curriculum regarding mental health units in the various grade levels.

Dr. Propper reviewed Safe-2-Say and the procedures after a call is submitted.

Mr. Hilbolt reviewed the Comprehensive Threat Assessment guidelines and framework. Dr. Leever explained how the District triages mental health situations and the referral process. He said there will be tough decisions down the road regarding mental health positions when they are no longer covered under ESSER funds.

Under Focus Area #2: Continuous School Improvement for Student Learning, Dr. Leever reported he is starting a study with the administrative team on managing change – that is what continuous improvement is about. He reviewed some strategies going forward as a result of the Literacy Audit. Dr. Tachau gave an update on the K-8 ELA curriculum adoption including using Amplify ELA for grades 6-8. She shared the K-8 teacher survey results. Several staff members visited Pequea Valley to see how they used the program. Dr. Tachau shared the reading intervention pilot with Collaborative Classroom for one teacher in grade two and one teacher in grade three. Mrs. Lease discussed the OPLC Morning Meeting and restorative practices in the classroom.

The committee adjourned at 7:39 p.m.

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors

OCTORARA AREA SCHOOL DISTRICT

Minutes of Special Board Meeting Held on February 28, 2024

A special meeting of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room on February 28, 2024.

A moment of silence and the Pledge of Allegiance preceded the meeting.

The Vice-President, Mr. Hurley, called the meeting to order at 6:00 p.m. Other members present were Mr. Falgiatore, Mr. Koennecker, Mr. Lusby, Ms. Metzler, Mr. Norris, Ms. Williamson, and Mr. Zimmerman. Also present were Mrs. Hardy, Secretary; Dr. Leever, Superintendent; Ben Pratt, Saxton & Stump; and 20 citizens.

Under visitors' comments for agenda items only, Lisa Bowman, West Fallowfield Township, commented that she and Mr. Ganow shared a faith, a support of public education, a belief that the Board should work together, should look cohesive to the community and have the community's trust, be honorable, and be good stewards. She said her intent was to offer support and experience in the transition. It is clear there is a division based on miscommunication, misunderstanding, mistrust, fear, and apprehension. She believes that the Board wants the best for students and the community. She said she stepped up because she wasn't sure if anyone would and if they did if they would be supportive of the mission and vision of the district. She said after weeks of reflection, prayer, talks with others and Dan, and thoughts about Sam and what she should do in the best interest of the District, she withdrew her name from consideration for the seat in Region 2. She believes Dan shares the same ideals and support of public education and values his ability to work with others. She requested the Board support Dan to fill Sam's seat. She is confident that, under Dr. Leever's leadership, that the District is moving forward and asked the Board to allow him to lead. She expressed her support of Matt Hurley as Board president because of his calm demeanor, his levelheadedness, and his ability to provide the leadership the Board needs. She urged the Board to work together. She thanked everyone for their support.

Dan Jurich, West Fallowfield Township, said this has been a good learning experience. He realized no one on the Board knows him and he gave a brief history of his work experiences, volunteer work, and programs he has instituted. He has four children who attend the District and he is involved in sports and interacts with his children's teachers. He understands he does not have the experience Ms. Bowman had but he learns quickly and has confidence in his ability. In response to being related to a vendor, he said that is not going to be an issue and will not get in the way of his service on the Board. He expressed his willingness to work together with the Board and thanked everyone for the opportunity.

Jim Lantz, Highland Township, requested the taxpayers not be forgotten. He said there is more to the equation than just the kids, it is the whole community and said taxpayers are an important part.

Lynn Althouse, West Fallowfield Township, appreciates Ms. Bowman's experience and shared her support of Mr. Jurich. She requested the Board be unified again.

Chris Althouse, West Fallowfield Township, shared her support of Mr. Jurich. She partnered with him in community outreaches and said he is a man of integrity and honor and he is a Christian.

On motion of Mr. Lusby, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors revisited agenda item "FF" from the February 20, 2024 Regular Board Meeting – *Nomination process to fill Board vacancy*.

Mr. Hurley said to be consistent with the process to date, a roll call vote will be taken. Board members have the option to make a statement before their vote.

Mr. Zimmerman – Mr. Jurich. He thanked Ms. Bowman for her service and said what she did was very like Sam.

Ms. Metzler – Mr. Jurich. She thanked Ms. Bowman for her conversations and that her heart was for the absolute best for the District and unity among the Board.

Mr. Koennecker – Mr. Jurich.

Mr. Falgiatore – Mr. Jurich. He said he made a statement last week that he would normally have abstained from the vote for reasons that related to the process. He said he cast his vote for Dan for change.

Mr. Norris – Mr. Jurich.

Ms. Williamson – Mr. Jurich. She thanked the community for coming out and expressed her desire to work together as a Board.

Mr. Lusby – Mr. Jurich. He echoed Ms. Williamson's comments and hopes the community continues to come out and give input. He thanked Ms. Bowman.

Mr. Hurley – Mr. Jurich. He said he already had the utmost respect for Ms. Bowman but tonight to it to another level. He is looking forward to working with Mr. Jurich.

Mr. Jurich received eight votes.

There being no further items of business the meeting adjourned at 6:24 p.m. on motion of Mr. Zimmerman, second by Mr. Lusby and approval of all members present.

This Board meeting can be viewed in its entirety at www.youtube.com/user/OctoraraAreaSD.

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors

**TREASURER'S REPORT
OCTORARA AREA SCHOOL DISTRICT
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
GENERAL FUND
2023-2024**

<u>Cash Balance as of January 31, 2024</u>	\$	2,310,116.55
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Receipts Deposited:

Revenue - (Tax Receipts, State Transfers)	\$	2,407,294.03	
Other Receipts - (Rentals, Misc.)		1,030.00	
Checking Account Interest		7,109.77	
Transfer in from Investments		17,424,900.00	19,840,333.80
 Total Available	 \$		 22,150,450.35

Disbursements:

Net Payroll	\$	1,141,111.54	
Accounts Payable		2,819,564.44	
Transfer to Investments		14,358,986.08	18,319,662.06

<u>General Fund Cash as of February 29, 2024</u>	\$	3,830,788.29
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Investments Outstanding

Beginning Balance PSDLAF Investment Account	\$	9,751,572.78	
Beginning Balance Fulton Money Market		26,643,624.58	
Earnings on PSDLAF Investment Account		72,634.23	
Earnings on Fulton Money Market		44324.79	
Net Transfers		(\$4,566,137.54)	

<u>Total General Fund Cash and Investments as of February 29, 2024</u>	\$	<u>35,776,807.13</u>
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For the March 18, 2024 Regular Board Meeting

**OCTORARA AREA SCHOOL DISTRICT
INVESTMENT ANALYSIS**

Listed below is a summary of our investment activity for the period ending February 29, 2024

GENERAL FUND

Checking	\$3,830,788.29	3.35%	Fulton
Investment	23,824,207.01	5.260%	PSDLAF (MAX)
Investment	8,121,811.83	3.35%	Fulton Money Market
	<u>\$ 35,776,807.13</u>		

OTHER CASH & INVESTMENTS

Activity	\$ 150,348.61	3.35%	Checking
Cafeteria	196,616.61	3.35%	Checking
Capital Projects	2,088,903.78	5.280%	PSDMAX
Capital Reserve	3,921,654.32	5.270%	PSDLAF
Payroll	8,255.61	3.35%	Checking
	<u>\$ 6,365,778.93</u>		

Total General Fund Cash and Investments as of February 29, 2024

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 02/29/2024

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
1100 REG PROG ELEM/SECONDARY					
100 PERSONNEL SERV-SALARIES	13,489,602.00	0.00	6,385,673.87	7,103,928.13	47.34
200 PERSONNEL EMPL BENEFITS	8,181,577.00	0.00	4,117,316.92	4,064,260.08	50.32
300 PURCHASED PROF & TECH	176,000.00	66,131.60	154,547.40	(44,679.00)	125.39
400 PURCHASED PROPERTY SVC	71,800.00	28,142.45	39,203.78	4,453.77	93.80
500 OTHER PURCHASED SERVICE	2,446,378.00	901,720.81	1,520,945.66	23,711.53	99.03
600 SUPPLIES	282,110.00	26,766.09	147,043.02	108,300.89	61.61
700 PROPERTY	8,300.00	0.00	15,523.77	(7,223.77)	187.03
800 OTHER OBJECTS	200.00	0.00	160.00	40.00	80.00
Totals for 1100s	24,655,967.00	1,022,760.95	12,380,414.42	11,252,791.63	54.36
1200 SPEC PROG ELEMEN/SECOND					
100 PERSONNEL SERV-SALARIES	2,476,342.00	0.00	1,517,324.64	959,017.36	61.27
200 PERSONNEL EMPL BENEFITS	1,660,328.00	0.00	1,045,993.36	614,334.64	63.00
300 PURCHASED PROF & TECH	4,072,280.00	303,688.04	1,626,084.90	2,142,507.06	47.39
400 PURCHASED PROPERTY SVC	15,000.00	5,791.71	7,241.57	1,966.72	86.89
500 OTHER PURCHASED SERVICE	1,978,331.00	563,794.93	1,242,059.90	172,476.17	91.28
600 SUPPLIES	70,800.00	5,224.95	31,902.55	33,672.50	52.44
700 PROPERTY	8,000.00	0.00	0.00	8,000.00	0.00
800 OTHER OBJECTS	3,700.00	253.00	15,587.64	(12,140.64)	428.13
Totals for 1200s	10,284,781.00	878,752.63	5,486,194.56	3,919,833.81	61.89
1300 VOCATIONAL EDUCATION					
100 PERSONNEL SERV-SALARIES	763,141.00	0.00	434,112.25	329,028.75	56.88
200 PERSONNEL EMPL BENEFITS	525,635.00	0.00	297,809.90	227,825.10	56.66
300 PURCHASED PROF & TECH	220,500.00	53,996.79	48,569.55	117,933.66	46.52
400 PURCHASED PROPERTY SVC	3,000.00	1,903.25	1,304.90	(208.15)	106.94
500 OTHER PURCHASED SERVICE	803,161.00	1,580.00	578,792.91	222,788.09	72.26
600 SUPPLIES	110,750.00	44,898.61	24,361.82	41,489.57	62.54
700 PROPERTY	40,500.00	36,394.70	63,384.64	(59,279.34)	246.37
800 OTHER OBJECTS	11,850.00	0.00	16,974.41	(5,124.41)	143.24
Totals for 1300s	2,478,537.00	138,773.35	1,465,310.38	874,453.27	64.72

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 02/29/2024

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
1400 OTHER INSTRUCTION PROG					
100 PERSONNEL SERV-SALARIES	161,595.00	0.00	202,039.51	(40,344.51)	124.95
200 PERSONNEL EMPL BENEFITS	68,089.00	0.00	72,057.95	(3,968.95)	105.83
300 PURCHASED PROF & TECH	30,000.00	4,222.47	8,738.47	17,039.06	43.20
500 OTHER PURCHASED SERVICE	281,000.00	59,183.05	127,359.78	94,457.17	66.39
600 SUPPLIES	4,000.00	0.00	914.11	3,085.89	22.85
Totals for 1400s	544,784.00	63,405.52	411,109.82	70,268.66	87.10
2100 SUPPORT SERV-PUPIL PERS					
100 PERSONNEL SERV-SALARIES	858,336.00	0.00	550,654.20	307,681.80	64.15
200 PERSONNEL EMPL BENEFITS	482,332.00	0.00	327,791.73	154,540.27	67.96
300 PURCHASED PROF & TECH	420,550.00	3,500.00	2,687.36	414,362.64	1.47
400 PURCHASED PROPERTY SVC	0.00	26,575.00	8,175.00	(34,750.00)	0.00
500 OTHER PURCHASED SERVICE	600.00	350.00	698.17	(448.17)	174.70
600 SUPPLIES	8,750.00	66.11	2,405.68	6,278.21	28.25
700 PROPERTY	0.00	0.00	2,379.07	(2,379.07)	0.00
800 OTHER OBJECTS	1,000.00	0.00	1,440.76	(440.76)	144.08
Totals for 2100s	1,771,568.00	30,491.11	896,231.97	844,844.92	52.31
2200 SUPPORT SERVICES-INSTRU					
100 PERSONNEL SERV-SALARIES	644,184.00	0.00	428,632.69	215,551.31	66.54
200 PERSONNEL EMPL BENEFITS	452,418.00	0.00	262,783.37	189,634.63	58.08
300 PURCHASED PROF & TECH	0.00	5,250.00	49,260.51	(54,510.51)	0.00
500 OTHER PURCHASED SERVICE	2,100.00	700.00	2,764.32	(1,364.32)	164.97
600 SUPPLIES	244,900.00	9,553.51	245,321.08	(9,974.59)	104.07
700 PROPERTY	300.00	0.00	0.00	300.00	0.00
800 OTHER OBJECTS	1,000.00	0.00	3,679.01	(2,679.01)	367.90
Totals for 2200s	1,344,902.00	15,503.51	992,440.98	336,957.51	74.95

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 02/29/2024

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
2300 SUPPORT SERVICES-ADMIN					
100 PERSONNEL SERV-SALARIES	1,611,977.00	0.00	1,014,765.52	597,211.48	62.95
200 PERSONNEL EMPL BENEFITS	954,808.00	5,491.83	644,181.15	305,135.02	68.04
300 PURCHASED PROF & TECH	188,500.00	66,540.15	133,909.81	(11,949.96)	106.34
400 PURCHASED PROPERTY SVC	6,000.00	1,365.35	2,686.49	1,948.16	67.53
500 OTHER PURCHASED SERVICE	77,950.00	2,637.64	42,252.34	33,060.02	57.59
600 SUPPLIES	67,000.00	2,647.64	23,592.13	40,760.23	39.16
700 PROPERTY	2,000.00	0.00	2,094.26	(94.26)	104.71
800 OTHER OBJECTS	43,161.00	3,442.65	52,819.23	(13,100.88)	130.35
900 OTHER USES OF FUNDS	0.00	0.00	675.87	(675.87)	0.00
Totals for 2300s	2,951,396.00	82,125.26	1,916,976.80	952,293.94	67.73
2400 SUPP SVC-PUBLIC HEALTH					
100 PERSONNEL SERV-SALARIES	286,802.00	0.00	164,044.41	122,757.59	57.20
200 PERSONNEL EMPL BENEFITS	223,454.00	0.00	127,308.80	96,145.20	56.97
300 PURCHASED PROF & TECH	13,000.00	2,777.00	18,517.90	(8,294.90)	163.81
400 PURCHASED PROPERTY SVC	750.00	0.00	0.00	750.00	0.00
500 OTHER PURCHASED SERVICE	300.00	0.00	0.00	300.00	0.00
600 SUPPLIES	10,049.00	704.04	4,356.55	4,988.41	50.36
700 PROPERTY	0.00	0.00	475.81	(475.81)	0.00
800 OTHER OBJECTS	715.00	0.00	1,148.00	(433.00)	160.56
Totals for 2400s	535,070.00	3,481.04	315,851.47	215,737.49	59.68
2500 SUPP SERVICES-BUSINESS					
100 PERSONNEL SERV-SALARIES	431,246.00	0.00	236,990.90	194,255.10	54.95
200 PERSONNEL EMPL BENEFITS	233,068.00	0.00	153,955.82	79,112.18	66.06
300 PURCHASED PROF & TECH	33,000.00	0.00	47,010.00	(14,010.00)	142.45
400 PURCHASED PROPERTY SVC	6,000.00	0.00	0.00	6,000.00	0.00
500 OTHER PURCHASED SERVICE	14,600.00	7,903.00	4,759.60	1,937.40	86.73
600 SUPPLIES	15,900.00	3,746.09	7,622.12	4,531.79	71.50
700 PROPERTY	2,000.00	0.00	0.00	2,000.00	0.00
800 OTHER OBJECTS	3,000.00	300.00	26,557.79	(23,857.79)	895.26
Totals for 2500s	738,814.00	11,949.09	476,896.23	249,968.68	66.17

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 02/29/2024

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
2600 OP/MAINT PLANT SVCS					
100 PERSONNEL SERV-SALARIES	645,718.00	0.00	374,519.72	271,198.28	58.00
200 PERSONNEL EMPL BENEFITS	429,402.00	0.00	256,959.01	172,442.99	59.84
300 PURCHASED PROF & TECH	988,238.00	155,180.60	190,275.16	642,782.24	34.96
400 PURCHASED PROPERTY SVC	505,297.00	747,080.25	1,051,658.81	(1,293,442.06)	355.98
500 OTHER PURCHASED SERVICE	205,450.00	0.00	242,654.20	(37,204.20)	118.11
600 SUPPLIES	915,494.00	94,160.29	508,414.79	312,918.92	65.82
700 PROPERTY	44,790.00	0.00	17,846.89	26,943.11	39.85
800 OTHER OBJECTS	1,000.00	0.00	4,475.00	(3,475.00)	447.50
Totals for 2600s	3,735,389.00	996,421.14	2,646,803.58	92,164.28	97.53
2700 STUDENT TRANSP SERVICES					
300 PURCHASED PROF & TECH	59,440.00	19,813.32	34,673.31	4,953.37	91.67
400 PURCHASED PROPERTY SVC	2,000.00	0.00	0.00	2,000.00	0.00
500 OTHER PURCHASED SERVICE	3,275,448.00	1,084,471.17	2,121,662.06	69,314.77	97.88
600 SUPPLIES	193,721.00	3,148.57	0.00	190,572.43	1.63
800 OTHER OBJECTS	0.00	0.00	4.40	(4.40)	0.00
Totals for 2700s	3,530,609.00	1,107,433.06	2,156,339.77	266,836.17	92.44
2800 SUPPORT SVCS-CENTRAL					
100 PERSONNEL SERV-SALARIES	405,627.00	0.00	225,352.81	180,274.19	55.56
200 PERSONNEL EMPL BENEFITS	302,452.00	0.00	136,826.22	165,625.78	45.24
300 PURCHASED PROF & TECH	5,000.00	28,132.50	39,365.50	(62,498.00)	1349.96
400 PURCHASED PROPERTY SVC	0.00	0.00	1,937.82	(1,937.82)	0.00
500 OTHER PURCHASED SERVICE	49,000.00	2,850.00	29,386.92	16,763.08	65.79
600 SUPPLIES	295,000.00	88,993.68	621,220.45	(415,214.13)	240.75
700 PROPERTY	382,500.00	0.00	1,782.54	380,717.46	0.47
800 OTHER OBJECTS	400.00	0.00	4,773.28	(4,373.28)	1193.32
Totals for 2800s	1,439,979.00	119,976.18	1,060,645.54	259,357.28	81.99
2900 OTHER SUPPORT SERVICES					
500 OTHER PURCHASED SERVICE	14,587.00	0.00	0.00	14,587.00	0.00
Totals for 2900s	14,587.00	0.00	0.00	14,587.00	0.00

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 02/29/2024

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
3200 STUDENT ACTIVITIES					
100 PERSONNEL SERV-SALARIES	539,490.00	0.00	286,321.77	253,168.23	53.07
200 PERSONNEL EMPL BENEFITS	260,113.00	0.00	125,680.76	134,432.24	48.32
300 PURCHASED PROF & TECH	116,112.00	21,876.00	59,560.00	34,676.00	70.14
400 PURCHASED PROPERTY SVC	6,500.00	3,473.95	38,155.57	(35,129.52)	640.45
500 OTHER PURCHASED SERVICE	66,453.00	36,105.32	49,733.62	(19,385.94)	129.17
600 SUPPLIES	105,900.00	11,831.26	94,773.98	(705.24)	100.67
700 PROPERTY	14,300.00	2,818.30	(2,567.29)	14,048.99	1.76
800 OTHER OBJECTS	31,150.00	1,919.85	3,119.58	26,110.57	16.18
Totals for 3200s	1,140,018.00	78,024.68	654,777.99	407,215.33	64.28
3300 COMMUNITY SERVICES					
600 SUPPLIES	0.00	0.00	1,479.75	(1,479.75)	0.00
Totals for 3300s	0.00	0.00	1,479.75	(1,479.75)	0.00
5100 OTHER EXPEND & FINANCE					
800 OTHER OBJECTS	1,489,800.00	0.00	742,400.00	747,400.00	49.83
900 OTHER USES OF FUNDS	4,280,000.00	0.00	0.00	4,280,000.00	0.00
Totals for 5100s	5,769,800.00	0.00	742,400.00	5,027,400.00	12.87
5200 FUND TRANSFERS					
900 OTHER USES OF FUNDS	10,000.00	0.00	12,815.46	(2,815.46)	128.15
Totals for 5200s	10,000.00	0.00	12,815.46	(2,815.46)	128.15
5800 SUSPENSE ACCOUNT					
200 PERSONNEL EMPL BENEFITS	0.00	0.00	(839,144.75)	839,144.75	0.00
300 PURCHASED PROF & TECH	0.00	3,690.45	6,023.70	(9,714.15)	0.00
Totals for 5800s	0.00	3,690.45	(833,121.05)	829,430.60	0.00
5900 BUDGETARY RESERVE					
800 OTHER OBJECTS	900,000.00	0.00	0.00	900,000.00	0.00
Totals for 5900s	900,000.00	0.00	0.00	900,000.00	0.00

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 02/29/2024

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
Expenditure Totals	61,846,201.00	4,552,787.97	30,783,567.67	26,509,845.36	57.14
6100 TAXES LEVIED BY THE LEA					
000 NON-CATEGORICAL	(39,238,761.00)	0.00	(38,494,015.93)	(744,745.07)	98.10
Totals for 6100s	(39,238,761.00)	0.00	(38,494,015.93)	(744,745.07)	98.10
6200 DISC TAKEN ON TAXES					
000 NON-CATEGORICAL	0.00	0.00	648,406.22	(648,406.22)	0.00
Totals for 6200s	0.00	0.00	648,406.22	(648,406.22)	0.00
6300 PENALTIES & INTEREST					
000 NON-CATEGORICAL	0.00	0.00	(85,976.57)	85,976.57	0.00
Totals for 6300s	0.00	0.00	(85,976.57)	85,976.57	0.00
6400 DELINQUENCIES TAXES LEV					
000 NON-CATEGORICAL	(634,398.00)	0.00	(654,173.98)	19,775.98	103.12
Totals for 6400s	(634,398.00)	0.00	(654,173.98)	19,775.98	103.12
6500 EARNINGS ON INVESTMENTS					
000 NON-CATEGORICAL	(375,000.00)	0.00	(942,457.03)	567,457.03	251.32
Totals for 6500s	(375,000.00)	0.00	(942,457.03)	567,457.03	251.32
6700 REV FROM STUDENT ACT					
000 NON-CATEGORICAL	(30,000.00)	0.00	(17,016.00)	(12,984.00)	56.72
Totals for 6700s	(30,000.00)	0.00	(17,016.00)	(12,984.00)	56.72
6800 REV FROM INTERMEDIATE					
000 NON-CATEGORICAL	(363,600.00)	0.00	(503,493.97)	139,893.97	138.47
200 PERSONNEL EMPL BENEFITS	0.00	0.00	19,500.00	(19,500.00)	0.00
Totals for 6800s	(363,600.00)	0.00	(483,993.97)	120,393.97	133.11
6900 OTHER REV FROM LOCAL					
000 NON-CATEGORICAL	(670,432.00)	326.31	(645,444.86)	(25,313.45)	96.22
400 PURCHASED PROPERTY SVC	0.00	0.00	(1,700.00)	1,700.00	0.00
Totals for 6900s	(670,432.00)	326.31	(647,144.86)	(23,613.45)	96.48
7100 BASIC INSTRUCT & OPER					
000 NON-CATEGORICAL	(7,979,409.00)	0.00	(4,768,661.59)	(3,210,747.41)	59.76
Totals for 7100s	(7,979,409.00)	0.00	(4,768,661.59)	(3,210,747.41)	59.76

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 02/29/2024

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
7200 SUBSIDIES SPECIAL ED					
000 NON-CATEGORICAL	(1,758,308.00)	0.00	(1,090,654.00)	(667,654.00)	62.03
Totals for 7200s	(1,758,308.00)	0.00	(1,090,654.00)	(667,654.00)	62.03
7300 SUBSIDIES NON-ED PGMS					
000 NON-CATEGORICAL	(3,329,944.00)	0.00	(2,662,673.10)	(667,270.90)	79.96
Totals for 7300s	(3,329,944.00)	0.00	(2,662,673.10)	(667,270.90)	79.96
7500 EXTRA GRANTS					
000 NON-CATEGORICAL	(318,487.00)	0.00	(397,853.50)	79,366.50	124.92
Totals for 7500s	(318,487.00)	0.00	(397,853.50)	79,366.50	124.92
7800 SUBSIDIES ST PAID BENE					
000 NON-CATEGORICAL	(3,709,984.00)	0.00	(1,934,013.31)	(1,775,970.69)	52.13
Totals for 7800s	(3,709,984.00)	0.00	(1,934,013.31)	(1,775,970.69)	52.13
8500 RESTRICT GRANTS-IN-AID					
000 NON-CATEGORICAL	(941,410.00)	0.00	(325,354.80)	(616,055.20)	34.56
Totals for 8500s	(941,410.00)	0.00	(325,354.80)	(616,055.20)	34.56
8700 GRANTS - ESSER					
000 NON-CATEGORICAL	(1,309,416.00)	0.00	(687,247.04)	(622,168.96)	52.49
Totals for 8700s	(1,309,416.00)	0.00	(687,247.04)	(622,168.96)	52.49
8800 MED ASSIST REIMBURSE					
000 NON-CATEGORICAL	(50,400.00)	0.00	(5,442.29)	(44,957.71)	10.80
Totals for 8800s	(50,400.00)	0.00	(5,442.29)	(44,957.71)	10.80
9900 <9900>					
000 NON-CATEGORICAL	0.00	0.00	(46,180.85)	46,180.85	0.00
Totals for 9900s	0.00	0.00	(46,180.85)	46,180.85	0.00
Revenue Totals	(60,709,549.00)	326.31	(52,594,452.60)	(8,115,422.71)	86.63
Fund 10 Totals					
Total Expenditure	55,166,401.00	4,549,097.52	30,861,473.26	19,755,830.22	64.19
Total Other Expenditure	6,679,800.00	3,690.45	(77,905.59)	6,754,015.14	(1.11)
Total Revenue	(60,709,549.00)	326.31	(52,548,271.75)	(8,161,603.56)	86.56
Total Other Revenue	0.00	0.00	(46,180.85)	46,180.85	0.00

FOOD SERVICE PROFIT AND LOSS REPORT

Year: 2023-2024 Cut-off Date: 02/29/2024

Account	Description	MTD Exp/Rec	YTD Exp/Rec	YTD % Exp/Rec
3100	FOOD SERVICES			
	000 NON-CATEGORICAL	0.00	0.00	0.00
	111 REGULAR SALARIES	7,017.60	59,649.60	0.00
	112 TEMPORARY SALARIES	0.00	0.00	0.00
	113 OVERTIME/VACATION BUY BACK	0.00	0.00	0.00
	116 ADMIN INSUR OPT OUT	0.00	0.00	0.00
	119 ADDITIONAL COMPENSATION	416.68	3,333.36	0.00
	121 REGULARY SALARIES	0.00	0.00	0.00
	122 TEMPORARY SALARIES	0.00	0.00	0.00
	151 CLERICAL SALARIES	7,394.02	64,214.35	0.00
	181 REGULAR SALARIES	32,227.31	161,469.32	0.00
	182 TEMPORARY SALARIES	0.00	0.00	0.00
	211 MEDICAL INSURANCE	0.00	0.00	0.00
	212 DENTAL INSURANCE	0.00	0.00	0.00
	213 LIFE INSURANCE	0.00	251.72	0.00
	214 INCOME PROTECTION INS	0.00	429.66	0.00
	215 EYE CARE INSURANCE	0.00	0.00	0.00
	216 PRESCRIPTION INSURANCE	0.00	0.00	0.00
	220 SOCIAL SECURITY CONTRIB	3,557.16	21,742.32	0.00
	230 RETIREMENT CONTRIB	13,800.01	85,582.73	0.00
	250 UI	0.00	0.00	0.00
	260 WORKERS' COMPENSATION	196.28	1,204.27	0.00
	271 SELF-INS MED HEALTH	2,585.26	20,606.78	0.00
	272 SELF-INSURANCE DENTAL	188.43	1,501.96	0.00
	273 SELF-INSURANCE LIFE	35.96	35.96	0.00
	274 SELF-INSURANCE INCOME	61.38	61.38	0.00
	275 SELF-INSURANCE EYE CARE	11.13	88.79	0.00
	276 SELF-INS PRESCRIPTION	583.02	4,647.18	0.00
	281 OPEB FOR COST OF RETIRE	0.00	0.00	0.00
	290 OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00
	329 PRO ED SVCS - OTHER	0.00	0.00	0.00
	330 OTHER PROFESSIONAL SVC	0.00	0.00	0.00
	422 ELECTRICITY	0.00	0.00	0.00
	430 REPAIRS & MAINT SVCS	2,001.67	8,767.64	0.00
	442 RENTAL OF EQUIPMENT	0.00	0.00	0.00

FOOD SERVICE PROFIT AND LOSS REPORT

Year: 2023-2024 Cut-off Date: 02/29/2024

Account	Description	MTD Exp/Rec	YTD Exp/Rec	YTD % Exp/Rec
522	AUTOMOTIVE LIAB INS	0.00	0.00	0.00
540	ADVERTISING	0.00	72.44	0.00
550	PRINTING & BINDING	0.00	0.00	0.00
580	TRAVEL & CONFER EXPENSE	0.00	1,767.74	0.00
610	GENERAL SUPPLIES	2,521.11	14,876.00	0.00
611	SUPPLIES	14.39	453.85	0.00
612	OPER/MAINT- VEHICLE SU	0.00	0.00	0.00
630	FOOD	44,461.95	249,470.57	0.00
633	DONATED COMMODITIES	0.00	0.00	0.00
634	SNACKS	0.00	861.16	0.00
640	BOOKS AND PERIODICALS	0.00	0.00	0.00
648	EDUCATIONAL SOFTWARE	0.00	4,570.00	0.00
741	NONFED FUNDED FOOD DEPR	0.00	0.00	0.00
750	EQUIP-NEW	0.00	2,046.19	0.00
752	CAPITAL EQUIP - ORIG/AD	0.00	0.00	0.00
760	EQUIPMENT REPLACEMENT	0.00	0.00	0.00
810	DUES & FEES	113.26	658.90	0.00
890	MISC EXPENDITURES	0.00	0.00	0.00
930	FUND TRANSFERS	0.00	0.00	0.00
Total Expense:		117,186.62	708,363.87	0.00
Profit / (Loss):		(117,186.62)	(708,363.87)	
Average Meal Count:	FOOD SERVICES	0	0.00%	
5130	REFUND PRIOR YR REV			
	111 REGULAR SALARIES	0.00	0.00	0.00
	250 UI	0.00	0.00	0.00
Total Expense:		0.00	0.00	0.00
Profit / (Loss):		0.00	0.00	
Average Meal Count:	REFUND PRIOR YR	0	0.00%	
5991	Refund Prior Yr EXP			
	000 NON-CATEGORICAL	0.00	0.00	0.00
Total Expense:		0.00	0.00	0.00
Profit / (Loss):		0.00	0.00	
Average Meal Count:	Refund Prior Yr EXP	0	0.00%	
6510	INTEREST ON INVESTMENTS			
	6510 INTEREST ON INVESTMENTS	619.28	2,971.19	0.00

FOOD SERVICE PROFIT AND LOSS REPORT

Year: 2023-2024 Cut-off Date: 02/29/2024

Account	Description	MTD Exp/Rec	YTD Exp/Rec	YTD % Exp/Rec
Average Meal Count: INTEREST ON		0	0.00%	
6611	DAILY SALES-SCH LUNCH			
	6611 DAILY SALES-SCH LUNCH	5,335.65	43,057.88	0.00
		5,335.65	43,057.88	0.00
Average Meal Count: DAILY SALES-SCH		0	0.00%	
6612	DAILY SALES-BREAKFAST			
	6612 DAILY SALES-BREAKFAST	0.00	0.00	0.00
		0.00	0.00	0.00
Average Meal Count: DAILY SALES-		0	0.00%	
6620	DAILY SALES-NON-REIMBUR			
	6620 DAILY SALES-NON-REIMBUR	0.00	0.00	0.00
		0.00	0.00	0.00
Average Meal Count: DAILY SALES-NON-		0	0.00%	
6621	ALA CARTE			
	6621 ALA CARTE	179.55	406.35	0.00
		179.55	406.35	0.00
Average Meal Count: ALA CARTE		0	0.00%	
6622	ADULT			
	6622 ADULT	0.00	0.00	0.00
		0.00	0.00	0.00
Average Meal Count: ADULT		0	0.00%	
6630	SPECIAL FUNCTIONS			
	6630 SPECIAL FUNCTIONS	85.00	10,095.06	0.00
		85.00	10,095.06	0.00
Average Meal Count: SPECIAL FUNCTIONS		0	0.00%	
6991	REFUND PRIOR YR EXP			
	6991 REFUND PRIOR YR EXP	72.29	1,768.63	0.00
		72.29	1,768.63	0.00

FOOD SERVICE PROFIT AND LOSS REPORT

Year: 2023-2024 Cut-off Date: 02/29/2024

Account	Description	MTD Exp/Rec	YTD Exp/Rec	YTD % Exp/Rec
Average Meal Count: REFUND PRIOR YR		72.29	1,768.63	
6992	REFUND			
	6992 REFUND	0.00	(480.49)	0.00
	Total Revenue:	0.00	(480.49)	0.00
	Profit / (Loss):	0.00	(480.49)	
Average Meal Count: REFUND		0	0.00%	
7600	MILK/LUNCH/BREAKFAST			
	7600 MILK/LUNCH/BREAKFAST	8,091.53	54,324.10	0.00
	Total Revenue:	8,091.53	54,324.10	0.00
	Profit / (Loss):	8,091.53	54,324.10	
Average Meal Count:		0	0.00%	
7810	STATE SHARE SS & MED			
	7810 STATE SHARE SS & MED	0.00	0.00	0.00
	Total Revenue:	0.00	0.00	0.00
	Profit / (Loss):	0.00	0.00	
Average Meal Count: STATE SHARE SS &		0	0.00%	
7820	STATE SHARE RETIRE CONT			
	7820 STATE SHARE RETIRE CONT	0.00	0.00	0.00
	Total Revenue:	0.00	0.00	0.00
	Profit / (Loss):	0.00	0.00	
Average Meal Count: STATE SHARE RETIRE		0	0.00%	
8531	SUBSIDIES MILK LUNCH			
	8531 SUBSIDIES MILK LUNCH	71,156.81	499,825.17	0.00
	Total Revenue:	71,156.81	499,825.17	0.00
	Profit / (Loss):	71,156.81	499,825.17	
Average Meal Count: SUBSIDIES MILK		0	0.00%	
8533	VALUE DONATED COMMODITY			
	8533 VALUE DONATED COMMODITY	0.00	0.00	0.00
	Total Revenue:	0.00	0.00	0.00
	Profit / (Loss):	0.00	0.00	
Average Meal Count: VALUE DONATED		0	0.00%	
All Locations				
	Grand Total Revenue:	85,540.11	611,967.89	0.00
	Grand Total Expense:	117,186.62	708,363.87	0.00

MARCH 2023

LIST OF BILLS FOR APPROVAL

<u>FUND</u>	<u>AMOUNT</u>
General Fund	\$ 1,368,671.84
Cafeteria Fund	\$ 48,999.12
Capital Projects	\$ 370,340.00
Capital Reserve	\$ -
	<hr/>
	\$ 1,788,010.96

	Budget	YTD Exp	%
Fund 10	\$ 59,627,792.00	\$ 30,783,567.67	51.63%

Cafeteria Fund
March 18, 2024

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
9362	02/14/2024	AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	\$ 14.39
9363	02/14/2024	CARDMEMBER SERVICES	FOOD	\$ 599.73
9364	02/14/2024	CLARK SERVICE GROUP	REPAIRS & MAINTENNANCE	\$ 2,001.67
9365	02/14/2024	DFA RECEIVABLES LLC	FOOD	\$ 4,561.85
9366	02/14/2024	DUTCH -WAY FARM MARKET INC	FOOD	\$ 7.58
9367	02/14/2024	GEORGEOS WATER ICE	FOOD	\$ 204.71
9368	02/14/2024	IMPERIAL BAG & PAPER CO LLC	MISCELLANEOUS SUPPLIES	\$ 754.50
9369	02/14/2024	JTM PROVISIONS COMPANY	FOOD	\$ 518.20
9370	02/14/2024	MJ EARL INC	MISC SUPPLIES	\$ 1,697.70
9371	02/14/2024	MORABITO BAKING COMPANY	FOOD	\$ 409.89
9372	02/14/2024	TASTY BRANDS LLC	FOOD	\$ 1,511.64
9373	02/14/2024	US FOODS	FOOD	\$ 36,717.26
			TOTAL	\$ 48,999.12

Capital Project Fund
March 18, 2024

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
217	02/16/2024	NRG BUILDING SERVICES INC	Enc Transfer from FY23 HVAC CONTROLS	\$ 356,300.00
218	02/23/2024	THE GOLF CART GUY	2 GOLF CARTS	\$ 14,040.00
			TOTAL	\$ 370,340.00

Capital Reserve Fund
March 18, 2024

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
NO REPORT				

**General Fund
March 18, 2024**

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
193091	02/15/2024	CARDMEMBER SERVICES	VARIOUS - SEE ATTACHED	\$ 10,974.44
193092	02/16/2024	21ST CENTURY MEDIA	ADVERTISING	\$ 182.45
193093	02/16/2024	AGORA CYBER C S	PA CHARTER SCHOOL TUITION	\$ 5,227.56
193094	02/16/2024	BETTES BOUNCES LLC	OABEST EXPO SUPPLIES	\$ 584.10
193095	02/16/2024	CARL BEHM	PIAA OFFICIALS - GIRLS BASKBALL	\$ 97.00
193096	02/16/2024	CHES CO TREASURER	BUSINESS-DUES/FEES	\$ 125.00
193097	02/16/2024	DAVE KMIECIK	PIAA OFFICIALS - GIRLS BASKBALL	\$ 169.00
193098	02/16/2024	DAVE MILLER	PIAA OFFICIALS - GIRLS BASKBALL	\$ 169.00
193099	02/16/2024	DON JOHNSON	PIAA OFFICIALS - GIRLS BASKBALL	\$ 193.00
193100	02/16/2024	DUTCH -WAY FARM MARKET	HOME EC/CTE SUPPLIES	\$ 576.80
193101	02/16/2024	FOLLETT CONTENT SOL	OIS LIBRARY BOOKS	\$ 1,167.23
193102	02/16/2024	HEMPFIELD T&F BOOSTERS	TRACK AND FIELD TOURNAMENT	\$ 400.00
193103	02/16/2024	JIM CANADAY	PIAA OFFICIALS - WRESTLING	\$ 425.00
193104	02/16/2024	JOE GEBHARD	PIAA OFFICIALS - GIRLS BASKBALL	\$ 194.00
193105	02/16/2024	KADES MARGOLIS CORP	CBIZ Fees	\$ 6.00
193106	02/16/2024	KEYSTONE COLLECTIONS	Wage Attachment	\$ 245.83
193107	02/16/2024	LNP MEDIA GROUP INC	ADVERTISING	\$ 322.76
193108	02/16/2024	M&B ENVIRONMENTAL INC	WATER TREATMENT SERVICES	\$ 4,573.27
193109	02/16/2024	MARCO MARINARO	PIAA OFFICIALS - WRESTLING	\$ 425.00
193110	02/16/2024	MIKE ZERCHER	PIAA OFFICIALS - GIRLS BASKBALL	\$ 97.00
193111	02/16/2024	HOUGHTON MIFFLIN	ESSER III PROF ED SVC	\$ 54,000.00
193112	02/16/2024	ODP BUSINESS SOLUTIONS	SUPPLIES	\$ 199.18
193113	02/16/2024	PENNSYLVANIA CYBER C S	PA CHARTER SCHOOL TUITION	\$ 3,920.67
193114	02/16/2024	PRLAEF	CTE DUES/FEES	\$ 150.00
193115	02/16/2024	REACH CYBER C S	PA CHARTER SCHOOL TUITION	\$ 26,770.02
193116	02/16/2024	RONNIE FULTON	PIAA OFFICIALS - WRESTLING	\$ 425.00
193117	02/16/2024	SCROGGIN ELIZABETH	TUITION REIMB INSTRUCT STAFF	\$ 825.00
193118	02/16/2024	STEVE HESS	PIAA OFFICIALS - WRESTLING	\$ 425.00
193119	02/16/2024	TOM HERR	PIAA OFFICIALS - GIRLS BASKBALL	\$ 193.00
193120	02/16/2024	USC - UNIONVILLE SPORTS	TRACK AND FIELD TOURNAMENT	\$ 360.00
193121	02/16/2024	WALT CANNON	PIAA OFFICIALS - WRESTLING	\$ 425.00
193122	02/16/2024	XEROX CORPORATION	COPIER LEASE/RENTAL	\$ 3,831.08
193123	02/22/2024	ENVIRONMENTAL CONTROL	OPER/MAINT - OTHER PROF SVRS	\$ 11,735.50
193124	02/23/2024	A&A MACHINERY MOVING INC	WAREHOUSE RENTAL	\$ 312.00
193125	02/23/2024	ADAM KRASSEN	PIAA OFFICIALS - BOYS BASKETBALL	\$ 97.00
193126	02/23/2024	ALWAYS SAFE SIDEWALKS	TRIP HAZARD REPAIR PLC	\$ 19,601.60
193127	02/23/2024	AMERIHEALTH INC	HSA ACCOUNT FEES	\$ 2,001.00
193128	02/23/2024	AMERICAN ROCK SALT	ROCK SALT	\$ 3,811.80
193129	02/23/2024	AT&T MOBILITY	OPER/MAINT-TRANS/TELE SERVICE	\$ 2,468.08

**General Fund
March 18, 2024**

193130	02/23/2024	BETTES BOUNCES LLC	OABEST EXPO SUPPLIES	\$ 606.15
193131	02/23/2024	CHES CO TREASURER	BUSINESS-DUES/FEES	\$ 25.00
193132	02/23/2024	CM REGENT LLC	SUSPENSE ACCOUNT - LTD	\$ 5,361.57
193133	02/23/2024	DEGLER-WHITING INC	REPAIRS/MAINTENANCE	\$ 120.00
193134	02/23/2024	GUARDIAN LIFE INSURANCE	SUSPENSE ACCOUNT - LIFE INS	\$ 7,897.67
193135	02/23/2024	HORSHAM CLINIC	HOSPITAL TUTORING	\$ 2,520.00
193136	02/23/2024	JOSEPH MOWDAY & SON	PATCHING AND PAINTING	\$ 750.00
193137	02/23/2024	LANC CO TAX COLLECTION	OTHER EMPLOYEE BENEFITS	\$ 78.21
193138	02/23/2024	NAT ASS. OF SCHOOL NURSE	DUES/FEES	\$ 130.00
193139	02/23/2024	PRESSLEY RIDGE	AIDE SERVICES	\$ 8,877.00
193140	02/23/2024	SAM CERIMINARO	PIAA OFFICIALS - BOYS BASKETBALL	\$ 194.00
193141	02/23/2024	THOMAS CUSTOM BUILDERS	REPAIRS/MAINTENANCE	\$ 11,033.35
193142	02/23/2024	TWIN VALLEY SD HS T&F	TRACK AND FIELD TOURNAMENT	\$ 350.00
193143	02/23/2024	TYREE BRICKUS	PIAA OFFICIALS - BOYS BASKETBALL	\$ 97.00
193144	02/23/2024	US FOODS	HOME EC/CTE SUPPLIES	\$ 1,034.73
193145	03/01/2024	CHES CO FENCING INC	FENCE REPAIR	\$ 885.09
193146	03/01/2024	COMPTIA & TESTOUT	CTE COMP/TECH BOOKS/ LICENSE	\$ 2,048.00
193147	03/01/2024	DUTCH -WAY FARM MARKET	FACS SUPPLIES	\$ 1,355.16
193148	03/01/2024	EDWARDS BUSINESS	LEASE/COPIER RENTAL	\$ 1,713.42
193149	03/01/2024	ESS NORTHEAST LLC	PROF ED SERV	\$ 8,628.40
193150	03/01/2024	EXECUTIVE COACH INC.	CHARTER BUS	\$ 1,725.00
193151	03/01/2024	FP FINANCE	MONTHLY LEASE	\$ 115.00
193152	03/01/2024	KADES MARGOLIS CORP	CBIZ Fees	\$ 6.00
193153	03/01/2024	KAUFFMAN GAS	PROPANE	\$ 282.81
193154	03/01/2024	KEYSTONE COLLECTIONS	Wage Attachment	\$ 245.83
193155	03/01/2024	LANCASTER GENERAL	ATHLETIC TRAINING SERVICES	\$ 3,646.00
193156	03/01/2024	LANCASTER GENERAL	MED REQ/HR	\$ 744.00
193157	03/01/2024	FREDERICK M STANCZAK	PROFESSIONAL SERVICES	\$ 12,000.00
193158	03/01/2024	MARTIN APPLIANCE	REPAIRS/MAINTENANCE	\$ 728.95
193159	03/01/2024	NAT COUNCIL FOR AG ED	OSHS TRAINING & DEV INST STAFF	\$ 3,250.00
193160	03/01/2024	ODP BUSINESS SOLUTIONS	SUPPLIES	\$ 165.64
193161	03/01/2024	PENNSYLVANIA FFA ASSOC	VO AG CONFERENCE AND TRAVEL	\$ 275.00
193162	03/01/2024	PIXELLOT US INC	ATHLETIC SUPPLIES	\$ 385.00
193163	03/01/2024	QBS LLC	TRAINING	\$ 3,500.00
193164	03/01/2024	REPUBLIC SERVICES #319	TRASH REMOVAL SERVICES	\$ 1,147.50
193165	03/01/2024	SAXTON & STUMP LLC	LEGAL SERVICES	\$ 3,811.50
193166	03/01/2024	JOHN DEERE FINANCIAL	OPER/MAINT-MS MAINT SUP	\$ 12.49
193167	03/01/2024	VERNA TRAINOR	REIMB SUPPLIES	\$ 65.00
193168	03/01/2024	VERIZON WIRELESS	COMMUNICATIONS	\$ 6.91
193169	03/01/2024	XEROX FINANCIAL SERVICES	SERV/RENTAL AGREEMENT	\$ 474.68

**General Fund
March 18, 2024**

D000003239	02/16/2024	21ST CENTURY CYBER C S	PA CHARTER SCHOOL TUITION	\$	21,542.46
D000003240	02/16/2024	3B SERVICES INC.	REPAIRS & MAINT - OHS EQUIP	\$	2,285.25
D000003241	02/16/2024	AMAZON CAPITAL SERVICES	SUPPLIES	\$	3,340.84
D000003242	02/16/2024	AYERS ASHLEY M	TUITION REIMB INSTRUCT STAFF	\$	379.00
D000003243	02/16/2024	CBIZ PAYROLL INC	MEDICARE CARE REIMBURSE DED	\$	425.17
D000003244	02/16/2024	COLLEGIUM C S	PA CHARTER SCHOOL TUITION	\$	36,592.92
D000003245	02/16/2024	GAP POWER EQUIPMENT	MAINTENANCE SUPPLIES/RENTALS	\$	164.95
D000003246	02/16/2024	HCSG CAMPUS SERVICE	JANITORIAL/CUSTODIAN SERVICES	\$	64,717.17
D000003247	02/16/2024	INDEPENDENCE BLUE CROSS	SUSPENSE ACCOUNT - HOSP	\$	40,108.94
D000003248	02/16/2024	KRISTA LEASE	REIMB TRAVEL/CONF	\$	198.15
D000003249	02/16/2024	MUSIC & ARTS CA DEPT	INSTRUMENTAL MUSIC SUPPLIES	\$	292.50
D000003250	02/16/2024	SAMANTHA J NORRIS	TUITION REIMB INSTRUCT STAFF	\$	3,096.00
D000003251	02/16/2024	NATIONAL VISION ADMIN	SUSPENSE ACCOUNT - VISION INS	\$	1,175.45
D000003252	02/16/2024	OASD	CAFÉ COOKIE DOUGH	\$	85.00
D000003253	02/16/2024	PECO	ENERGY	\$	37,735.76
D000003254	02/16/2024	PETROLEUM TRADERS	UNLEADED FUEL	\$	1,100.63
D000003255	02/16/2024	PIONEER MANUFACTURING	REPAIRS & MAINT - OHS EQUIP	\$	483.00
D000003256	02/16/2024	RISCH WENDY	REIMB SUPPLIES	\$	46.99
D000003257	02/16/2024	PAULA A SPICHER	TUITION REIMB INSTRUCT STAFF	\$	1,050.00
D000003258	02/16/2024	SUBURBAN TESTING LABS	MAINT. WATER TESTING/SUPPLIES	\$	565.00
D000003259	02/16/2024	TALLEY MATTHEW	TUITION REIMB INSTRUCT STAFF	\$	460.00
D000003260	02/16/2024	THOMSON REUTERS	ONLINE/SFTWR SUB CHARGES	\$	263.67
D000003261	02/16/2024	TSA CONSULTING GROUP INC	403B/ROTH/457B	\$	31,688.37
D000003262	02/16/2024	WILLIS OF PENNSYLVANIA	BOARD SERVICES - DUES/FEES	\$	75.00
D000003263	02/16/2024	WINDLE'S WATER WORKS	WATER	\$	277.50
D000003264	02/23/2024	ALTHOUSE TRANSPORT	2023-24 TRANSPORT CONTRACT	\$	308,946.65
D000003265	02/23/2024	AMAZON CAPITAL SERVICES	SUPPLIES	\$	709.02
D000003266	02/23/2024	AUSTILL'S REHABILITATION	OT / PT SERVICES	\$	9,675.48
D000003267	02/23/2024	CCIU	PCA/BCBA	\$	61,651.24
D000003268	02/23/2024	CZETLI ROBERT	REIMB TRAVEL/CONF	\$	126.89
D000003269	02/23/2024	DELTA DENTAL	SUSPENSE ACCOUNT - DENTAL INS	\$	7,123.80
D000003270	02/23/2024	GENERAL HEALTHCARE	PCA	\$	19,500.60
D000003271	02/23/2024	INDEPENDENCE BLUE CROSS	SUSPENSE ACCOUNT - HOSP	\$	50,222.37
D000003272	02/23/2024	INTERSTATE TAX SERVICE	SUSPENSE ACCOUNT - UNEMP COMP	\$	433.20
D000003273	02/23/2024	LANCASTER-LEBANON IU #13	HR ACT 168	\$	500.00
D000003274	02/23/2024	LIBERTY DOOR SYSTEMS LLC	HS DOOR REPAIR	\$	2,358.75
D000003275	02/23/2024	PETROLEUM TRADERS	UNLEADED FUEL	\$	1,174.99
D000003276	02/23/2024	SAMANTHA PITTMAN	REIMB TRAVEL/CONF	\$	189.20
D000003277	02/23/2024	SWEET STEVENS KATZ & WM	PROFESSIONAL SERVICES	\$	2,687.15
D000003278	03/01/2024	3B SERVICES INC.	REPAIRS/MAINTENANCE	\$	7,292.90

**General Fund
March 18, 2024**

D000003279	03/01/2024	AMAZON CAPITAL SERVICES	SUPPLIES	\$	13,204.42
D000003280	03/01/2024	CBIZ PAYROLL INC	MEDICARE CARE REIMBURSE DED	\$	425.17
D000003281	03/01/2024	CCIU	PRO ED SRVCS - IUS	\$	19,186.96
D000003282	03/01/2024	CCRN ED & BEHAV SUP	EDUCATIONAL & BEHAVIORAL SUP	\$	36,029.00
D000003283	03/01/2024	SAMANTHA DASH	REIMB TRAVEL/CONF	\$	150.77
D000003284	03/01/2024	DELTA DENTAL	SUSPENSE ACCOUNT - DENTAL INS	\$	4,676.50
D000003285	03/01/2024	ROBERT S DOMOWICZ	REIMB TRAVEL/CONF	\$	52.40
D000003286	03/01/2024	GREGORY FANTAZZI	REIMB TRAVEL/CONF	\$	92.46
D000003287	03/01/2024	FREY LUTZ CORPORATION	REPAIRS & MAINT - OHS EQUIP	\$	2,789.00
D000003288	03/01/2024	GAP POWER EQUIPMENT	MAINTENANCE SUPPLIES/RENTALS	\$	361.99
D000003289	03/01/2024	REBECCA L GERMAN	REIMB TRAVEL/CONF	\$	11.66
D000003290	03/01/2024	GENERAL HEALTHCARE	PCA	\$	33,299.70
D000003291	03/01/2024	GRAINGER	SUPPLIES	\$	2,559.29
D000003292	03/01/2024	HCSG CAMPUS SERVICE	JANITORIAL/CUSTODIAN SERVICES	\$	2,127.69
D000003293	03/01/2024	HODOROVICH DARREN	REIMB SUPPLIES	\$	9.48
D000003294	03/01/2024	INDEPENDENCE BLUE CROSS	SUSPENSE ACCOUNT - HOSP	\$	105,572.81
D000003295	03/01/2024	LANCASTER-LEBANON IU #13	CYBER ACADEMY HS TUITION	\$	59,183.05
D000003296	03/01/2024	LIBERTY DOOR SYSTEMS LLC	HS FRONT DOORS	\$	8,594.53
D000003297	03/01/2024	MAZZAGATTI SANDRA	REIMB SUPPLIES	\$	115.44
D000003298	03/01/2024	MCNAMARA LISA M	REIMB TRAVEL/CONF	\$	67.00
D000003299	03/01/2024	MUSIC & ARTS CA DEPT	INSTRUMENTAL MUSIC SUPPLIES	\$	242.40
D000003300	03/01/2024	MUSIC & ARTS CENTER INC.	JR HIGH CHORUS- MUSIC	\$	12.00
D000003301	03/01/2024	ORNER'S LANDSCAPES	LANDSCAPING SERVICES	\$	17,917.50
D000003302	03/01/2024	PECO	ENERGY	\$	49.46
D000003303	03/01/2024	PETROLEUM TRADERS	DIESEL FUEL	\$	23,432.16
D000003304	03/01/2024	PIONEER MANUFACTURING	FIELD MAINTENANCE	\$	736.06
D000003305	03/01/2024	RESCHINI AGENCY INC	SUSPENSE ACCOUNT - HOSP	\$	34,340.25
D000003306	03/01/2024	SHULTZ CHRISTOPHER	REIMB TRAVEL/CONF	\$	125.96
D000003307	03/01/2024	SWIFTMD	MEMBERSHIP FEE VIRTUAL/TELE DOC	\$	842.49
D000003308	03/01/2024	TSA CONSULTING GROUP INC	403B/ROTH/457B	\$	31,113.85
D000003309	03/01/2024	WATSON JENNIFER	TUITION REIMB INSTRUCT STAFF	\$	1,548.00
D000003310	03/01/2024	WILLIS OF PENNSYLVANIA	STUDENT ACCIDENT-SPORTS INS	\$	5,063.00
			TOTAL	\$	1,368,671.84

Cardmember Services
March 18, 2024

Payment #	Payment Date	Vendor Name	Description	Amount
193091	02/15/2024	CARDMEMBER SERVICES	TECH SRVS - SUPPLIES	\$ 0.68
193091	02/15/2024	CARDMEMBER SERVICES	TECH SRVS - SUPPLIES	\$ 0.23
193091	02/15/2024	CARDMEMBER SERVICES	WALMART-SUPPLIES	\$ 117.31
193091	02/15/2024	CARDMEMBER SERVICES	GIANT - CHRISTMAS STAFF LUNCH	\$ 238.45
193091	02/15/2024	CARDMEMBER SERVICES	ORIENTAL TRADE - INCOMING K SUPPLIES	\$ 103.93
193091	02/15/2024	CARDMEMBER SERVICES	SMORE.COM	\$ 1,890.00
193091	02/15/2024	CARDMEMBER SERVICES	HERSHEY FARM MARKET-EC/CTE SUPPLIES	\$ 69.63
193091	02/15/2024	CARDMEMBER SERVICES	PACTA	\$ 420.00
193091	02/15/2024	CARDMEMBER SERVICES	PA TURNPIKE - FIELD TRIP	\$ 28.70
193091	02/15/2024	CARDMEMBER SERVICES	VISTA PRINT ADVERTISING CTE PROGRAMS	\$ 46.38
193091	02/15/2024	CARDMEMBER SERVICES	VISTA PRINT OABEST SUPPLIES	\$ 199.96
193091	02/15/2024	CARDMEMBER SERVICES	HERSHEY LODGE - CONFERENCE	\$ 202.02
193091	02/15/2024	CARDMEMBER SERVICES	HERSHEY LODGE - CONFERENCE	\$ 202.02
193091	02/15/2024	CARDMEMBER SERVICES	VISTA PRINT	\$ 211.69
193091	02/15/2024	CARDMEMBER SERVICES	VISTA PRINT	\$ 237.77
193091	02/15/2024	CARDMEMBER SERVICES	LOWES	\$ 162.48
193091	02/15/2024	CARDMEMBER SERVICES	DUBIA	\$ 23.20
193091	02/15/2024	CARDMEMBER SERVICES	INDEED	\$ 1,150.80
193091	02/15/2024	CARDMEMBER SERVICES	AASA	\$ 855.00
193091	02/15/2024	CARDMEMBER SERVICES	WAWA - ASST PRIN INTERVIEWS	\$ 62.99
193091	02/15/2024	CARDMEMBER SERVICES	WALMART-SUPPLIES	\$ 29.94
193091	02/15/2024	CARDMEMBER SERVICES	SUPER DUPER PUBLICATIONS	\$ 306.00
193091	02/15/2024	CARDMEMBER SERVICES	CONFERENCE REFUND	\$ (25.14)
193091	02/15/2024	CARDMEMBER SERVICES	LANCASTER-LEBANON IU	\$ 530.00
193091	02/15/2024	CARDMEMBER SERVICES	THE TRIPLE PLAY BARN	\$ 1,020.00
193091	02/15/2024	CARDMEMBER SERVICES	MATBOSS	\$ 599.00
193091	02/15/2024	CARDMEMBER SERVICES	DUTCHMANS TRUE VALUE	\$ 10.06
193091	02/15/2024	CARDMEMBER SERVICES	DUTCHMANS COUNTRY MARKET	\$ 23.75
193091	02/15/2024	CARDMEMBER SERVICES	MCKENNA MOMENTS PHOTOGRAPHY	\$ 225.00
193091	02/15/2024	CARDMEMBER SERVICES	PLAQUES AND SUCH	\$ 332.50
193091	02/15/2024	CARDMEMBER SERVICES	CONESTOGA INNOVATIONS	\$ 283.47
193091	02/15/2024	CARDMEMBER SERVICES	TURKEY HILL, ENTERPRISE	\$ 250.94
193091	02/15/2024	CARDMEMBER SERVICES	TURKEY HILL, THE HOME DEPOT	\$ 645.97
193091	02/15/2024	CARDMEMBER SERVICES	AMAZON - TECH SUPPLIES	\$ 117.62
193091	02/15/2024	CARDMEMBER SERVICES	COMPTIA, AMAZON MUSIC	\$ 81.99
193091	02/15/2024	CARDMEMBER SERVICES	RSS.COM	\$ 4.99
193091	02/15/2024	CARDMEMBER SERVICES	HOME DEPOT, PAYPAL(XTOOL)	\$ 119.95
193091	02/15/2024	CARDMEMBER SERVICES	WAWA, DUTCHWAY, ALDI-CHRISTMAS BREAKFAST/STAFF	\$ 195.16
			TOTAL	\$ 10,974.44

Octorara Administration Office

228 HIGHLAND ROAD, SUITE 1, ATGLEN, PA 19310-1603

Phone: (610) 593-8238 ♦ Fax: (610) 593-6425 ♦ www.octorara.k12.pa.us

Dr. Steven A. Leever, Ed.D.

Superintendent of Schools



MEMORANDUM OF UNDERSTANDING BETWEEN THE OCTORARA AREA SCHOOL DISTRICT AND THE OCTORARA AREA EDUCATION ASSOCIATION

This Memorandum of Understanding is effective, March 18, 2024 between the Octorara Area School District and the Octorara Area Education Association.

For the purpose of this agreement, two additional supplemental positions will be added to the July 1, 2022 through June 30, 2026 Collective Bargaining Agreement.

Position 1: Best Buddies Advisor, 4 points at \$620 per point (\$2,480)

Position 2: Unified Bocce Coach, 2 points at \$620 per point (\$1,240)

R. Matthew Hurley, Board President

Date

Jill Hardy, Board Secretary

Date

Amanda Kieffer, President OAEA

Date

Shirley Williams, Vice-President OAEA

Date



CONTRACT AGREEMENT

This agreement is between the:

CHESTER COUNTY INTERMEDIATE UNIT ("CCIU")

and the

OCTORARA AREA SCHOOL DISTRICT ("Educational Entity")

The term of this intergovernmental agreement shall be March 13, 2024 to April 12, 2024.

Technical Network Consulting for CTE Students at a rate of \$3,360 (\$140 x 24 hours)

During the terms of this agreement, the CCIU shall provide for the Educational Entity and the Educational Entity shall purchase from the CCIU services listed below and fully described in the attached appendices, pursuant to terms set forth therein. Unless specifically provided otherwise, the Educational Entity agrees to pay CCIU or its third party provider, where applicable, for services to be rendered according to the most recently adopted marketplace price schedule. CCIU, or its third party provider, where applicable, will issue invoices to the Educational Entity at the end of each marking period or as services are provided. Payment is due within 30 days of receipt of invoice.

The CCIU shall indemnify and hold harmless, and upon request, defend the Educational Entity and its board members, officers, directors, employees, consultants, attorneys, and agents from and against all liabilities, losses, costs, fines and expenses of every kind (including but not limited to reasonable attorney fees and costs of litigation) ("the Indemnified Claims") relating to the services provided by the CCIU under this Agreement but only to the extent that it is judicially determined that such Indemnified Claims resulted from the actual negligence or fault of the CCIU.

Except in the case of negligence by CCIU or deliberate and willful violation of applicable law or the explicit written instructions or written directives of the Educational Entity, the Educational Entity's exclusive remedy for the breach of this agreement by the CCIU shall be termination of the agreement.

The Educational Entity shall indemnify and hold harmless, and upon request, defend the CCIU and its board members, officers, directors, employees, consultants, attorneys, and agents from and against all liabilities, losses, costs, fines and expenses of every kind (including but not limited to reasonable attorney fees and costs of litigation) relating to the services provided by the CCIU under this Agreement unless it is judicially determined that the CCIU was at fault.

To the extent that any applicable insurance policy contains coverage for contractual liability, the indemnity provisions contained herein shall be interpreted and construed to the extent possible as to bring the contractual limitation within the coverage of the applicable insurance policy. This indemnity duty shall survive the termination or expiration of this Agreement.

The School Entity and CCIU understand that, by virtue of their performance under this Agreement, they may possess access to educational records protected under the Family Educational Rights and Privacy Act of 1974 (FERPA) where one or both parties act in the capacity of a person with a legitimate educational interest. The School Entity and CCIU acknowledge that the intentional disclosure of any FERPA protected information to any unauthorized person could subject the school to civil penalties imposed by law. The School Entity and CCIU further acknowledge that such willful or unauthorized disclosure also violates each school's policies and could result in immediate termination of this Agreement.

In witness whereof, the parties hereto intending to be legally bound have executed this Agreement for the term indicated.

Octorara Area School District

Chester County Intermediate Unit

BY:

Mark J. Petrucci

Signature

BY:

CCIU Board President

Director of CTE

Title

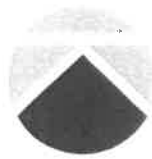
BY:

Board Secretary

DATE:

3/11/2024

DATE:



KEYSTONE collections group®

546 Wendel Road • Irwin PA 15642 • Phone (724) 978-0300 • Fax (724) 978-0339

February 8, 2024

R. Scott Domowicz, MBA, MIOS
Business Manager
Octorara Area School District
228 Highland Road
Atglen, PA 19310

RE: *Real Estate Tax Collection Fee Proposal*

Dear Mr. Domowicz:

Thank you for the opportunity to propose a tax collection system for the Octorara Area School District. Based upon the information you provided, we are prepared to enter into an agreement to be real estate tax collector under its statutory authority and bond at the following rates:

Current Real Estate Tax	\$2.00 per tax notice mailed, plus actual postage
	\$.50 per installment payment
	\$.50 per reminder notice, plus actual postage

The School District will be asked to serve as a liaison between Keystone and Lancaster and Chester Counties regarding matters of data transfer and upkeep. Any data changes such as property transfers and assessment changes should be emailed directly to rebillingservices@keystonecollects.com.

We thank you again for considering Keystone for this important position, and for inviting us to present this proposal.

Very truly yours,

KEYSTONE COLLECTIONS GROUP

By:

Jayson J. Lawson

Director of Business Development



KEYSTONE collections group®

546 Wendel Road • Irwin PA 15642 • Phone (724) 978-0300 • Fax (724) 978-0339

February 19, 2024

Scott Domowicz
Business Manager
Octorara Area School District
228 Highland Road
Atglen, PA 19310-1603

RE: Tax Collection Proposal

Dear Mr. Domowicz:

Thank you for the opportunity to propose a new tax collection system for the Octorara Area School District. Keystone would be pleased to partner with the District in the role of tax collector for delinquent real estate taxes. Based upon the information you provided, we are prepared to enter into an agreement to serve as the District's tax collector at the following rates:

Delinquent Real Estate Tax
Begins January 2025

Zero Commission charged to District with
passage of Act 20 Resolution


Keystone will distribute the District's tax funds via ACH disbursement on at least a monthly basis via ACH disbursement. Moreover, Keystone will provide the District with a reconciliation report supported by a full accounting of the previous month's collections.

We thank you again for considering Keystone for this important position, and for inviting us to present this proposal.

Very truly yours,

KEYSTONE COLLECTIONS GROUP

By:



Jayson J. Lawson, Esquire
Director of Business Development

Octorara Area School District Domestic Well Water System

Prepared for:

Mr. Scott Domowicz
Business Manager
228 Highland Road
Atglen, PA 19310

March 6, 2024



PA COSTARS Contract # 008-E23-1046

Submitted by:

McClure Company

4101 North Sixth Street, Harrisburg, PA 17110

Don Marangoni, CEM
(717) 856-7591 (mobile)
donmarangoni@mcclureco.com



Octorara Area School District
Domestic Well Water System
Proposal 202400014
March 6, 2024

March 6, 2024

Mr. Scott Domowicz
Business Manager
228 Highland Road
Atglen, PA 19310

Re: Octorara Area School District – Domestic Well Water System

Dear Mr. Domowicz,

Thank you for the opportunity to submit our proposal to test and survey the existing domestic water well system on the Octorara campus. We appreciate the opportunity to provide you with this proposal and to partner with you on this project.

Please find our scope of work and proposal.

Thank you again for your consideration and please contact me for further information and/or clarification.

Respectfully,

A handwritten signature in black ink, appearing to read 'Don Marangoni'.

Don Marangoni, CEM
Account Executive
McClure Company
717-856-7591
donmarangoni@mcclureco.com



SCOPE

1. Provide well testing at (2) active pump locations on the Octorara Area School District campus.
 - a. Install threaded monoflex PVC Tremmie pipe in 5HP and 2HP wells.
 - b. Install data loggers.
 - c. Record water meter totalizers.
2. Provide well testing at (1) non-active pump location (elementary school).
 - a. Perform well flow test to accumulate information for an accurate well yield assessment.
3. Analyze data and provide detailed well reports, including potential new well locations to replace the inactive elementary well.

Clarifications:

4. Pricing is valid for (30) days.
5. All work and labor shall be provided during normal working hours.
6. Coordination with school district for pump starters, water disruptions, etc... required.
7. Timeframe of work: 1-3 days.

Exclusions:

8. Bonds/permits/special insurance.
9. Repairs to existing system.
10. Warranty of materials provided by others.
11. Asbestos, and/or lead paint remediation and work of any kind.



Octorara Area School District
Domestic Well Water System
Proposal 202400014
March 6, 2024

February 23, 2024



PA COSTARS Contract # 008-E23-1046

Mr. Scott Domowicz
Business Manager
228 Highland Road
Atglen, PA 19310

Re: Octorara Area School District – Domestic Well Water System (Agreement)

Dear Mr. Domowicz,

McClure Company is pleased to provide a proposal per the above scope of work.

The scope of work shall be provided for Lump Sum Price of.....\$31,605

Prices are firm for 30 days and then subjected to escalation. Attached is a copy of our Standard Terms and Conditions.
Normal Working Hours are Monday – Friday, 7:00AM to 3:30PM with project specific working hours detailed within the scope of work. Pricing includes applicable material sales tax.

PA COSTARS Contract # 008-E23-1046

Thank you for the opportunity to present you with this quote. Upon acceptance of this proposal, please sign and return one copy of this letter to our office via email (donmarangoni@mcclureco.com). Net Pay is 30 Days.

Respectfully Submitted,

Don Marangoni. CEM - 717.856.7591 (cell)
Account Executive, McClure Company

Accepted by: _____

Signature

Print Name: _____

Name

Date: _____



The following terms and conditions are incorporated into a part of the agreement between Contractor and Customer (the "Agreement"):

1. Customer shall permit Contractor free and timely access to areas and equipment and allow Contractor to start and stop equipment as necessary to perform required services. All planned work under this Agreement will be performed during the Contractor's normal working hours. (or as specified within the scope of work).
2. Contractor warrants that the workmanship hereunder shall be free from defects for thirty (30) days from the date of installation. If any replacement part or item of equipment proves defective, Contractor will extend to Customer the benefits of any warranty Contractor has received from the manufacturer. Removal and reinstallation of any equipment or materials repaired or replaced under a manufacturer's warranty will be at the Customer's expense and at the rates in effect. CONTRACTOR MAKES NO OTHER WARRANTIES, EXCEPT AS DESCRIBED HEREIN, AND EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES WHETHER EXPRESS, IMPLIED OR STATUTORY, INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.
3. Contractor may invoice Customer on a monthly basis. Customer will promptly pay invoices within ten (10) days of receipt. Should a payment become thirty (30) days or more delinquent, Contractor may stop work under this Agreement, and the entire Agreement amount shall become due and payable immediately without notice or demand. In addition, if Contractor does not receive payment of a properly submitted invoice within thirty (30) days, Customer shall accrue a late charge on the balance outstanding at the lesser of (a) 1 ½% per month or (b) the highest rate allowed by law, in each case compounded monthly to the extent allowed by law.
4. Customer shall be responsible for all the taxes applicable to the services and/or materials hereunder.
5. Any alterations to, or deviation from, this Agreement involving extra work, cost of materials or labor will become an extra charge (fixed price amounts to be negotiated or on a time-and-material basis at Contractor's rates then in effect) over the sum stated in this Agreement.
6. In the event Contractor must commence legal action in order to recover any amount payable or owed to Contractor under this Agreement, Customer shall pay all court costs and attorney's fees incurred by Contractor.
7. In the event of a breach by Contractor of the terms of this Agreement, including without limitation Section 2, or in the event Customer incurs any liability in connection with the rendering of services by Contractor, Customer's sole remedy against Contractor shall be for Contractor to re-perform the services in accordance with the warranty or, if such services cannot be re-performed or such re-performance does not cure the breach or the liability, to refund the Customer the amount paid to Contractor under this Agreement, up to Customer's direct damages caused by such breach or liability. Notwithstanding the foregoing, in no event shall the liability of Contractor in connection with any products or services, whether by reason or breach of contract, tort (including without limitation negligence), statute or otherwise exceed the amount of fees paid by Customer to Contractor for those products or services. Further, in no event shall Contractor have any liability for loss of profits, loss of business, indirect, incidental, consequential, special, punitive, indirect or exemplary damage, even if Contractor has been advised of the possibility of such damages. In furtherance and not in limitation of the foregoing, Contractor shall not be liable in respect of any decisions made by Customer as a result of Contractor's services. Any action, regardless of form, against the Contractor relating to this Agreement, or the breach thereof, must be commenced within one (1) year from the date of the work.
8. Contractor shall not be liable for any delay, loss, damage or detention caused by acts or circumstances beyond its control including, without limitation, unavailability of machinery, equipment or materials, delays of carriers, strikes, including those by Contractor's employees, lockouts, civil or military authority, priority regulations, insurrection or riot, war, acts of terrorism, action of the elements, forces of nature, or by any cause beyond its control.
9. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Contractor, its agent and employees from and against all claim, liabilities, damages, losses and expenses (including but not limited to attorney's fees) arising out of or resulting from the performance of work hereunder or any act or omission arising out of or related to this Agreement, provided that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone



for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Contractor. Further, and notwithstanding the preceding sentence, Contractor shall be held harmless and shall not be liable to Customer for any claims, liabilities, damages, losses and expenses related to mold or to the creation of mold at Customer's location(s) and shall have no obligation to treat, identify or remove such mold.

10. Customer shall make available to Contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA's Hazard Communication Standard Regulations.
11. Contractor's obligation under this proposal and any subsequent contract does not include the identification, abatement or removal of asbestos, mold or any other toxic or hazardous substance, hazardous wastes or hazardous materials. In the event of such substances, wastes and materials are encountered, Contractor shall have the right thereafter to suspend its work until such substances, wastes or materials and the resulting hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted. As previously provided, Contractor shall be held harmless and shall not be liable for any claims, liabilities, damages, losses and expenses related to such substances, wastes and materials, including the failure to identify or notify Customer of such substances, waste and materials.
12. This Agreement is between Contractor and Customer alone, and neither intends that there be any third party beneficiaries to this Agreement. Without limiting the generality of the foregoing, by entering into this Agreement and providing services on Customer's behalf, Contractor is not assuming any duty or obligation to any of Customer's employees, vendors, clients, subcontractors, agents, shareholders, partners or members. Customer agrees to indemnify and hold Contractor harmless from and against any and all liabilities, losses, claims, costs, expenses and damages (including without limitation reasonable attorney's fees) incurred by Contractor by reason of a claim brought against Contractor by any of Customer's employees, vendors, clients, subcontractors, agents, shareholders, partners or members with respect to the services provided Contractor on Customer's behalf.
13. Each of the parties hereto is an independent contractor and neither party is, nor shall be considered to be, an agent, distributor or representative of the other. Neither party shall act or present itself, directly or indirectly, as an agent of the other or in any manner assume or create any obligation on behalf of, or in the name of, the other.
14. These terms and conditions, together with the attached documents, constitute the entire agreement and understanding among the parties hereto and supersede any and all prior agreements and understandings, oral or written, relating to the subject matter hereof. It sets forth the terms for the provision of any products or services Contractor may provide Customer, whether in connection with the particular engagement that is identified as the subject of this Agreement or otherwise, unless and until a written instrument is signed by an authorized representative of Contractor agreeing to different terms. This Agreement shall not be assignable by Customer without the express prior written consent of Contractor. This Agreement shall be governed by and construed in accordance with the laws of the State where the Contractor's headquarters are located, without giving effect to the State's conflict of laws principles.



772 Poplar Rd.
Honey Brook, PA 19344

Proposal

Date: 3/1/2024

No. 4771

Phone: (610) 273-3300

PA#042958

Fax: (610) 273-3336

Proposal Submitted To:

Octorara Area School District
James Durborow
213 Highland Road
Atglen, PA 19310
jdurborow@octorara.org

Work To Be Performed:

Octorara Area School District
James Durborow
213 Highland Road
Atglen, PA 19310

Customer Phone

484-815-9985

We hereby propose to furnish the materials and perform the labor necessary for the completion of:

8 Sections of 6' High Commercial Grade Aluminum Fence with 2 1/2 Line Posts, Flat post caps, each post set in concrete.	4,783.10
2 4' Wide 6' High Aluminum Gate with Heavy Duty Tru Close Self Closing hinges, Drop Pins, 2-Way Lockable Double Gate Latch, gate post insert and labor (One Double Gate 8' Opening)	1,507.72
Removal/Disposal of existing Fence	485.00
Note: To schedule your project we need to receive a purchase order for approval	0.00

Note: We offer financing! On our website, click on Financing and fill out the application.

Note: We have a 2 year warranty on all new fence projects.

NOTE: This proposal may be withdrawn by us if not accepted within 15 days.

NOTE: Cancellation of project after materials are ordered, are subject to a restocking fee to be determined based on vendor policy.

PLEASE NOTE: Any extremely hard or rocky soil, owner will be notified of additional charges. We are not liable or responsible for ANY PRIVATE underground water lines, piping, or utilities. This also includes plants, trees, grass, landscaping, etc. All areas must be cleared prior to installation unless contracted otherwise. We will not be held liable for personal or animal injury resulting from fence installation process.

Purchaser is responsible to have property lines & PRIVATE UTILITIES MARKED. Purchaser is also responsible to obtain any permits needed. All materials on the job site shall remain the property of Chester County Fencing until payment has been made in full. All material is guaranteed to be as specified, & the above work to be performed in accordance with the drawings & specifications submitted for above work & completed in a substantial workmanlike manner for the sum of **\$6,775.82**

All warranties will be void if not paid by terms.

Deposit \$

Remainder Net 15

Chris Kaminski

Salesman: JAM

Any alteration or deviation from the above specifications involving extra costs become an extra charge over and the above the estimate. Due to underground utilities, each hand dug hole will be an additional charge per hole to be determined at time of install. All agreements contingent upon strikes, accidents, or delays beyond our control. Purchaser is responsible for all interest, collection, & legal fees if final invoice balance is not paid in full within 30 days. Credit Card payments subject to a 3% transaction fee.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and hereby accepted. PLEASE SIGN AND MAIL REQUIRED DEPOSIT LISTED TO BE PLACED ON OUR SCHEDULE.

Signature: _____

Date: _____



772 Poplar Rd.
Honey Brook, PA 19344

Proposal

Date: 3/8/2024

No. 4789

Phone: (610) 273-3300

PA#042958

Fax: (610) 273-3336

Proposal Submitted To:

Octorara Area School District
James Durborow
213 Highland Road
Atglen, PA 19310
jdurborow@octorara.org

Work To Be Performed:

Octorara Area School District
James Durborow
213 Highland Road
Atglen, PA 19310

Customer Phone

484-815-9985

We hereby propose to furnish the materials and perform the labor necessary for the completion of:

Ag-Shop Additional Lower Inside White Coated Hi-Tensile Hot Wire &
Underground Connection Wire, This Includes Repairs to Existing Top Strand.

1,556.72

Note: To schedule your project we need to receive verbal approval.

0.00

Note: We offer financing! On our website, click on Financing and fill out the application.

Note: We have a 2 year warranty on all new fence projects.

NOTE: This proposal may be withdrawn by us if not accepted within 20 days.

NOTE: Cancellation of project after materials are ordered, are subject to a restocking fee to be determined based on vendor policy.

PLEASE NOTE: Any extremely hard or rocky soil, owner will be notified of additional charges. We are not liable or responsible for ANY PRIVATE underground water lines, piping, or utilities. This also includes plants, trees, grass, landscaping, etc. All areas must be cleared prior to installation unless contracted otherwise. We will not be held liable for personal or animal injury resulting from fence installation process.

Purchaser is responsible to have property lines & PRIVATE UTILITIES MARKED. Purchaser is also responsible to obtain any permits needed. All materials on the job site shall remain the property of Chester County Fencing until payment has been made in full. All material is guaranteed to be as specified, & the above work to be performed in accordance with the drawings & specifications submitted for above work & completed in a substantial workmanlike manner for the sum of **\$1,556.72**

All warranties will be void if not paid by terms.

Deposit \$

Remainder Net 15

Salesman: JAM

Chris Kaminski

Any alteration or deviation from the above specifications involving extra costs become an extra charge over and the above the estimate. Due to underground utilities, each hand dug hole will be an additional charge per hole to be determined at time of install. All agreements contingent upon strikes, accidents, or delays beyond our control. Purchaser is responsible for all interest, collection, & legal fees if final invoice balance is not paid in full within 30 days. Credit Card payments subject to a 3% transaction fee.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and hereby accepted. PLEASE SIGN AND MAIL REQUIRED DEPOSIT LISTED TO BE PLACED ON OUR SCHEDULE.

Signature: _____

Date: _____



125 Oakland Rd
West Chester, PA 19382
atlasweldsllc@gmail.com

James Durborow
87 Highland Rd
Atglen, PA 19310
jdurborpw@octorara.org

ESTIMATE

Estimate Date: 27-Feb-24

Customer ID :

Salesperson	Job	Payment Terms	Due Date
RFM	Provide design, powder coating, and installation services for approximately 54 LF of Steel Railing mounted to existing concrete.		45 days (upon acceptance)

Quantity	UM	Description	Unit Price	Line Total
54	LF	New Railing, Steel, 6 welded sections, approx., 9 LF ea	\$200.00	\$10,800.00
54	LF	Refinish Railing Sections (powder coating - by others)	\$60.00	\$3,240.00
		** 2% fee every 30 days after job completion **		
		Payment due in full after completion		
		Job covers: Materials, Cad Design, Fabrication, Powder Coating, and Installation.		

Subtotal : \$ 14,040.00

Sales Tax @ 0.00% \$ -

TOTAL : \$ 14,040.00

Paid : \$ -

Balance Due : \$ 14,040.00

Make all checks payable to ATLAS Welds LLC

THANK YOU FOR YOUR BUSINESS!



One Beat Medical
3151 Executive Way
Miramar FL 33025
United States

Quote

#QUO32313

02/28/2024

Bill To

Octorara Area School District
228 Highland Rd.
Atglen PA 19310
United States

Ship To

Octorara Area School District
228 Highland Rd.
Atglen PA 19310
United States

TOTAL

\$8,665.00

Expires: 03/29/2024

Expires

03/29/2024

Exp. Close

03/28/2024

Shipping Attention**Shipping Method**

FedEx Ground

Sales Rep

Basil Arena

Sales Rep Email

basil.arena@onebeatmedical.com

Sales Rep Phone

QTY	Item	Options	Rate	Amount
5	Z-8511-001102-01 Fully automatic ZOLL AED 3 - Color touchscreen LCD display, Real CPR Help®, CPR Uni-padz™, WiFi enable A New ZOLL AED 3 Defibrillator 8 Year Warranty On AED Unit 1 Set of CPR Uni-PADz (5 Year Shelf Life) 1 Lithium Battery (5 Year Life) User Manual Quick Reference Guide FREE CPR+AED Fast Response Kit FREE Inspection / Maintenance Tag FREE AED "Equipped Facility" Decal / Sticker FREE SHIPPING		\$1,599.00	\$7,995.00
5	Z-8000-001250 Zoll AED3 Carry Case		\$134.00	\$670.00

Subtotal

\$8,665.00

Shipping Costs


\$0.00

Total

\$8,665.00



QUO32313

LEASE AGREEMENT	LEASE AGREEMENT NUMBER	
	BXPA-172586	
	LEASE DATE	
	Mar 1, 2024	

BOXX Modular, Inc., herein referred to as "BOXX" or "Lessor".

This Lease Agreement ("Lease" or "Contract") includes the Cover Pages, the most recent BOXX proposal, the Terms and Conditions, and any BOXX attachments thereto.

LESSEE:	Octorara Area School District PO Box 500 Atglen, Pennsylvania, 19310 Lisa McNamara lmcnamara@octorara.org	Sourcewell Contract Number #120822-BXX
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LEASE AGREEMENT DETAILS

LEASE START DATE: August 1st, 2024	ACCOUNT MANAGER: Dan Moore	PROJECT/SITE INFORMATION: 137 Modena Rd Coatesville Pa, 19320
MINIMUM LEASE TERM: 60 Months (Herein referred to as the "Minimum Commitment")	PHONE: (610) 420-5555	SITE CONTACT: George Martynick
	EMAIL: dmoore@boxxmodular.com	PHONE: 484-356-7599
		EMAIL: gmartynick@chesco.org

The information contained herein is furnished at your request for your personal use only and is to be held in the strictest confidence.

Octorara Area School District

DESCRIPTION OF EQUIPMENT/ SERVICES	QTY	UNIT PRICE	MONTHLY PRICE	TOTAL
Upfront One-Time Charges as described below: BOXX Modular, Inc's Scope of Work as per Proposal dated 03/01/2024: Delivery to Site Address: Coatesville, PA Installation to include: Set, Footer Foundations, Engineering Fees, Skirting Material and Labor, Ramp and Step Delivery and Install Utility work to be done through a change order at a later date.	1			\$125,196.00
New 36'x70' Modular Classroom Monthly Rental Rate	60	\$4,840.00	\$4,840.00	\$290,400.00
Monthly Rental Rate Ramps & Steps	60	\$618.00	\$618.00	\$37,080.00
Total Monthly Lease Payments:			\$5,458.00	
			Total:	\$452,676.00

Total Amount: \$452,676.00

Sales Tax: EXEMPT

LEASE AGREEMENT TOTAL: \$452,676.00

TOTAL MONTHLY LEASE PAYMENTS: \$5,458.00

UNIT DETAILS

DESCRIPTION OF UNIT/COMPLEX	LONG SERIAL NO.	SHORT SERIAL NO.	REPLACEMENT VALUE
36'x70' Unit Classroom		Complex	\$257,040.00
Unit A	TBD	New Unit	
Unit B	TBD	New Unit	
Unit C	TBD	New Unit	

NOTES

ACCEPTANCE: Upon acceptance of this Lease Agreement by the Lessee, it shall become a binding contract subject to the attached general terms and conditions. Where Lessor is responsible for transportation and/or installation, the attached special terms and conditions for transportation and/or installation shall also apply.

Unless otherwise stated, prices exclude all sale taxes, property taxes, licenses, permits, and fees. Delivery and installation prices are based on the site being accessible, level and having adequate drainage. Lessee is responsible for obtaining any building permits and securing local installation and foundation approvals.

Return Transportation and Dismantle amounts are estimates only. Actual charges to be specified at the time of pick-up/dismantle. As applicable, Lessee is responsible for site restoration, including, but not limited to, removal of footings, foundations, decks, ramps, and utilities at the end of the Lease Term.

Payment Terms:

Deposit Due with Signed Lease	Payment Amount
First Month's Rent	\$5,458.00
Damage Deposit Equal to One Month's Rent	\$5,458.00
50% of the Delivery and Installation Charges (Plus Tax if applicable)	\$62,598.00
Total Deposit Due with Signed Contract	\$73,514.00
Balance of Payment for Delivery and Installation is due upon Commencement Date of Lease	\$62,598.00

NOTICES FOR LESSOR:

BOXX Modular, Inc.

Address: 717 Constitution Dr., Ste 100, Exton, PA 19341

Attention: Kent Laughman, Branch Manager

NOTICES FOR LESSEE:

Octorara Area School District

Address: PO Box 500, Atglen, Pennsylvania 19310

Attention: Lisa McNamara

ACKNOWLEDGEMENT

Notwithstanding anything to the contrary in this Lease, and in addition to the rights under the force majeure clause in the Terms and Conditions, Lessor and any of its affiliates, shall not be in default of any of its obligations hereunder, and shall not have any liability or be responsible for any claims or damages whatsoever incurred by the Lessee, as a result of the non-performance or any delays in the performance of its service resulting from the unavailability of assets, resources, personnel, labor and support services caused by, directly or indirectly, the COVID-19 pandemic.

Notwithstanding anything to the contrary in this Lease, in the event that any amount is due to Lessor or any of its affiliates by the Lessee or any of the Lessee's affiliates, Lessor shall have the right of set-off against the Lessee for that amount, whether such amount arises pursuant to this Lease, any other contracts between the Lessee and/or the Lessee's affiliates and Lessor, Lessor's affiliates or otherwise.

IN WITNESS WHEREOF, the parties hereto have executed this Lease Agreement by their duly authorized agents.

Octorara Area School District ("Lessee")

BOXX Modular, Inc.

Authorized Signature:

Authorized Signature:

Name: Lisa McNamara

Name:

Title:

Title:

Date:

Date:

Please sign and return this copy to your sales representative.

LEASE AGREEMENT – TERMS AND CONDITIONS

This Lease Agreement is by and between BOXX Modular, Inc., a corporation organized in the State of Delaware and having its principal place of business located at 3475 High River Road, Fort Worth, Texas 76155 (herein "Lessor") and Lessee. Lessor hereby demises, leases and lets to Lessee and Lessee hereby leases, leases and hires from Lessor, modular building(s) and/or equipment described in the Cover Page(s) ("Equipment") in accordance with the following terms and conditions of this Lease Agreement.

1. **Term.** This Lease shall become effective upon the execution by Lessee and Lessor. Pursuant to Section 3 hereunder, the term of this Lease ("Lease Term") shall commence on the sooner of the date the Equipment is accepted by Lessee or ninety (90) days after Lessee receives notice of the Equipment's availability for delivery. This Lease shall end on the last day of the Initial Lease Term as specified in the Cover Page(s). In the event of any extension or renewal of this Lease, all terms and conditions of this Lease remain unchanged unless mutually agreed to in writing by both Parties.
2. **Lease.** Lessee agrees to pay to Lessor or its assignee the Lease Payments, One Time Charges equal to the amounts specified in the Cover Page(s), and a personal property fee of eight percent (8%) of the monthly Lease Payments. Lease Payments, One Time Charges, and the personal property fee will be due in accordance with the terms specified in the Cover Page(s) and shall continue until all payments are made in accordance with the Lease. If the Lease Term begins on the second day through the last day of any month, the Lease Payments shall be prorated for that portion of the month and shall be paid at the time specified in the Cover Page(s). Any payment(s) received later than ten (10) days from the due date will be subject to a late charge equal to three percent (3%) of the amount due per month until paid by Lessee. The Lease Payments will be payable without notice or demand at the office of Lessor or such other place as Lessor or its assignee may from time to time designate in writing. The Lease Payments and One Time Charges specified in the Cover Page(s) do not include any amounts for changes in taxes, tariffs, or other similar charges that are enacted after the date of this Lease. Lessor shall be entitled to an equitable adjustment in time and money for any costs that it incurs directly or indirectly that arise out of or relate to changes in taxes, tariffs, or similar charges due to such changes including, without limitation, escalation, delay damages, costs to procure, costs to change suppliers, costs of manufactured equipment or goods, or other costs of any kind resulting from the changes. In the event of such changes, Lessee shall execute a change order in an amount commensurate with any actual, direct, and documented increase in material costs incurred as a direct result of such changes. Lessor's fee shall not be increased as a result of such cost increases. All payments will be absolute and unconditional in all events and will not be subject to any offset, defense, counterclaim, or recoupment by the Lessee for any reason whatsoever.
3. **Delivery, Acceptance and Removal.**
 - a. Lessee, at its own expense, unless otherwise agreed herein, will cause the Equipment to be delivered to Lessee at the location specified in the Cover Page(s). The Lease Term will commence at the sooner of: i) the Lessee receives and accepts the Equipment as soon as it has been delivered, installed and operational or upon occupancy if applicable, whichever is the earlier. Lessee will evidence the commencement by executing and delivering to Lessor a Delivery, Acceptance, Indemnification, and Services Certificate in the form provided by Lessor and attached herein as Exhibit A; or, ii) ninety (90) days after Lessor has notified the Lessee in writing that the Equipment is ready to be delivered to the Project Site as provided in Exhibit A and delivery is delayed through no material fault of Lessor.
 - b. Unless purchased by Lessee, Lessor will remove the Equipment from the Project Site at the end of the Lease Term or any Lease Term Extension or in the Event of Default by Lessee, and Lessee agrees to pay Lessor for these services the amount specified in the Cover Page(s) as "Dismantle and Return Freight". Lessee will be responsible for the restoration, if any, of the site.
4. **Damage Deposit.** Lessee shall pay the amount specified in the Cover Page(s) as ("Damage Deposit") to be held by Lessor without liability to Lessee for interest, as security for Lessee's performance of the terms and conditions of this Lease, and in furtherance thereof, Lessee hereby grants to Lessor a security interest in the cash from time to time comprising the Damage Deposit and all proceeds thereof. In the event of Lessee's default, Lessor may apply the Damage Deposit as payment of Lessee's Lease Payment(s), or of Lessor's cost, expenses and attorney fees in enforcing the terms of this Lease and to indemnify Lessor against any damages sustained by Lessor, provided, however, nothing herein contained shall be construed to mean that the recovery of damages by Lessor shall be limited to the amount of the Damage Deposit. In the event all or any portion of the Damage Deposit is applied as aforesaid, upon demand Lessee shall deposit additional amounts with Lessor so that the Damage Deposit shall always be maintained at its original amount. Provided Lessee is not in default hereunder, upon the termination of this Lease, any unexpended balance of the Damage Deposit shall be returned to Lessee.
5. **Warranties.** Lessor hereby assigns to Lessee during the Lease Term, so long as no Event of Default has occurred hereunder and is continuing, all benefits of the Manufacturer's Warranties, if any, expressed or implied with respect to the Equipment. Except as otherwise provided herein, Lessor grants Lessee its Standard Limited Warranty restricted to the Equipment and Services supplied by Lessor under this Lease. A copy of the Standard Limited Warranty is attached herein as Exhibit C.
6. **Title to Equipment; Security Interest.** During the term of this Lease, title to the Equipment and any and all additions, repairs, replacements or modifications thereof, will rest with Lessor, subject to the rights of Lessee under this Lease. In the Event of Default as set forth in Section 16, Lessee will peaceably surrender possession of the Equipment to Lessor. Lessor shall have and retain a security interest under the Uniform Commercial Code in the Equipment, the proceeds thereof and any and all repairs, replacements, substitutions and modifications thereto, in order to secure Lessee's payments and the performance of all other obligations of Lessee under this Lease. If requested by Lessor, Lessee agrees to execute such additional documents including financing statements, affidavits, notices and similar instruments, in form satisfactory to Lessor that Lessor deems necessary or appropriate to protect its interest in the Equipment and in this Lease.

If the Lessee, mortgagee or a purchaser of the Lessee's property or any creditor of the Lessee refuses to admit Lessor's title to the Equipment, refuses to permit Lessor to retake possession of the Equipment or if the Equipment is lost, stolen, damaged or destroyed: (a) the Lessee shall forthwith upon demand pay to Lessor the then-current full replacement value of the Equipment, which shall be a debt owed by the Lessee to Lessor until paid in full; and (b) this Lease may be terminated immediately by Lessor.
7. **Maintenance and Repairs.** Lessee shall be responsible for the routine cleaning and maintenance of the Equipment and will pay all costs, claims, damages, fees and charges arising out of its possession, occupancy, use or maintenance, whether by its owners, employees, vendors or invitees. Lessee, at its expense will keep the Equipment in good working order and repair and furnish all parts, mechanisms and devices required therefore. LESSOR SHALL NOT BE OBLIGATED OR LIABLE FOR ACTUAL, INCIDENTAL, CONSEQUENTIAL, OR OTHER DAMAGES OF, OR TO LESSEE, LESSEE'S EQUIPMENT, PERSONAL PROPERTY OR ANY OTHER PERSON OR ENTITY ARISING OUT OF, OR IN CONNECTION WITH, THE USE OR PERFORMANCE OF THE EQUIPMENT AND THE MAINTENANCE THEREOF. A copy of Lessee's Maintenance Responsibilities is attached herein as Exhibit B.
8. **Alterations.** Lessee will not make any alterations, additions or improvements to the Equipment without Lessor's prior written consent unless such alterations, additions or improvements may be readily removed without damage to the Equipment.
9. **Location and Inspection.** The Equipment will not be relocated from its initial location without Lessor's prior written consent which will not be unreasonably withheld. Lessor will be entitled to enter the Project Site during normal business hours to inspect the Equipment or observe its use and operation. Barring an emergency, Lessor shall give the Lessee forty-eight (48) hours advance notice and shall not enter the Equipment unless in the presence of an employee or agent of the Lessee.
10. **Liens, Taxes, and Utilities.** Lessee shall keep the Equipment free and clear of all levies, liens and encumbrances except those created under this Lease. In addition to the Lease Payments and One Time Charges, and other sums owed Lessor under this Lease, Lessee shall be solely responsible for the payment of all federal, state, municipal, county, and/or city sales, use, personal property, and all other taxes, including, but not limited to, those taxes levied against (i) the price or value of the Equipment, (ii) its use or operation, (iii) the ownership of the Equipment, (iv) the Lease Payments being paid or, (v) other amounts which result from or arise out of

the parties having entered into the Lease. (Lessor is responsible for its own "Income Taxes" and "Wage Taxes"). Lessee shall be solely responsible to pay all charges and expenses associated with the installation, connection and use of utilities and the eventual disconnection of same. If Lessee fails to pay said charges and taxes when due, Lessor shall have the right, but shall not be obligated, to pay said charges and taxes. If Lessor pays any charges or taxes, Lessee shall reimburse Lessor thereof.

11. **Risk of Loss; Damage; Destruction.** Lessee assumes all risk of loss of or damage to the Equipment from any cause whatsoever, and no such loss of or damage to the Equipment nor defect therein nor unfitness or obsolescence thereof shall relieve Lessee of the obligation to make payments or to perform any other obligation under this Lease. In the event of damage to any item of Equipment, Lessee will, immediately place the same in good repair with the proceeds of any insurance recovery applied to cost of such repair. If Lessor determines that the Equipment is lost, stolen, destroyed or damaged beyond repair, Lessee, at the option of Lessor, will either (a) replace the same with like equipment in good repair, or (b) on the next Lease Payment date, pay Lessor: (i) all amounts then owed by Lessee to Lessor under this Lease, including the Lease Payment due on such date, and (ii) an amount equal to the applicable replacement cost. In the event that Lessee is obligated to make payment with respect to less than all of the Equipment, Lessor will provide Lessee with the pro rata amount of the Lease Payment and the replacement cost amount to be paid by Lessee with respect to the Equipment which has suffered the event of loss and the Lease shall remain in full force and effect for all remaining Equipment.
12. **Force Majeure.** Lessor shall not be responsible for delays caused by events which are beyond Lessor's control including, but not limited to, Acts of God, strikes, material shortages, manufacturer delays, weather, epidemics, pandemics, COVID-19, and acts of terrorism certified by government. In the event of delays that are not caused by or the fault of Lessor, an extension of time for completion shall be awarded to Lessor which, in the sole opinion of Lessor, equitably compensates Lessor for such delays.
13. **Personal Property.** The Equipment is and will remain personal property and will not be deemed to be affixed or attached to real estate of any building thereon. If requested by Lessor, Lessee will, at Lessee's expense, furnish a waiver of any interest in the Equipment from any party having an interest in any such real estate or building.
14. **Lessee Insurance.** During the Lease Term, at Lessee's sole expense, Lessee shall obtain, provide, and maintain insurance coverage for all loss or damage to (i) the real property the Equipment is on, (ii) all personal property, (iii) all Lessee's property, (iv) all Lessor's property and Equipment, and (v) for all injury to persons, including death, in amounts agreeable to Lessor. Such insurance shall name BOXX Modular, Inc. (located at 717 Constitution Drive, Suite 100, Exton, PA 19341 or 3475 High River Road, Fort Worth, Texas 76155) as the Certificate Holder, and as "Additional Insured" and "Loss Payee", in respect to all Lessor's modular units on the premises. A copy of such policy or certificate evidencing the existence and amounts thereof, including any endorsements, shall be delivered to Lessor within ten (10) days of executing the Lease, but in no event later than two (2) business days prior to delivery of the Equipment. Lessor reserves the right to postpone delivery of the Equipment until such policy or certificate is received by Lessor. Should such insurance expire, be terminated, or be canceled during the Lease Term, then Lessee shall instantly provide Lessor with written notice of such expiration, termination, or cancellation, and shall immediately renew or replace such insurance. Failure of Lessee to supply Lessor with such insurance certificates shall be considered a default. Except as provided otherwise in this Lease, Lessee's Insurance coverage shall commence upon the date of delivery of the Equipment, and continue throughout the term of this Lease, until Lessor removes the Equipment from Lessee's site. Nothing stated herein shall be construed to limit Lessee's obligations, covenants, or liability under the Lease.
15. **Insurance Coverage and Amounts.**

15.1 Lessee shall provide the following types and amounts of insurance, which shall be primary to any insurance coverage carried by Lessor. All policies shall be written on a "per occurrence basis". Special form "All Risk" property insurance for each modular building (Equipment) or, if different, such other form of insurance stipulated in the Cover Page(s). The insurance shall be in an amount not less than Fifty Thousand Dollars (\$50,000.00), per each modular building unit or, if different, such other sum as set forth in the Cover Page(s). The insurance shall name Lessor, and any secured lender of Lessor, as Loss Payees. Coverage shall include theft and 100% replacement cost in like kind and quality, and shall extend to demolition and debris removal as may be required. All proceeds recovered under such insurance, due to the destruction or damage to the modular buildings

(Equipment), shall be paid to and be the sole property of Lessor and/or Lessor's secured lender; and

- 15.2 **Commercial General Liability Policy** against claims for bodily injury, death or property damage occurring in, on, or about the modular buildings (Equipment), in the amounts of not less than One Million Dollars (\$1,000,000.00) for bodily injury to, or death of, one person, and One Million Dollars (\$1,000,000.00) for property damage in a single occurrence, with a general aggregate of Two Million Dollars (\$2,000,000.00) or, if different, such other amounts as set forth on Schedule A. Lessee shall provide to Lessor Certificate(s) of Insurance evidencing the required types and limits of coverage as required. Such certificate(s) shall name Lessee as an Insured, Lessor as a Certificate Holder, Loss Payee, and Additional Insured on a primary and non-contributory basis (CG 20 01) respective of the type of loss, and shall expressly waive any and all right of contribution and subrogation against Lessor and Lessor's insurer.

Notice: Lessee is the sole insurer of the Equipment. Certificate(s) of Insurance to be provided by Lessee shall contain a provision that Lessor and Lessor's secured lender, if requested, shall receive the maximum written notice available by the insurance carrier, under the circumstances, prior to any termination, cancellation, or alteration of the policy, but in no event shall such notice be less than thirty (30) days prior to any termination, cancellation or alteration of the terms of such certificate of insurance. Lessee shall provide Lessor, and Lessor's secured lender if requested, with a copy of each Certificate required by this Lease.

16. **Assignment.** Without Lessor's prior written consent, Lessee will not either (i) assign, transfer, pledge, hypothecate, grant any security interest in or otherwise dispose of this Lease or the Equipment or any interest in this Lease or the Equipment or (ii) sublet the Equipment. Lessor may assign its rights, title and interest in and to this Lease, the Equipment and any documents executed with respect to this Lease and/or grant or assign a security interest in this Lease and the Equipment, in whole or in part. Any such assignees shall have all of the rights of Lessor under this Lease. Subject to the foregoing, this Lease inures to the benefit of and is binding upon the heirs, executors, administrators, successors, and assigns of the parties hereto. Lessee covenants and agrees not to assert against the assignee any claims or defenses by way of abatement, setoff, counterclaim, recoupment, or the like which Lessee may have against Lessor. Upon assignment of Lessor's interests herein Lessor will cause written notice of assignment to be sent to Lessee which will be sufficient if it discloses the name of the assignee and address to which further payments hereunder should be made.
17. **Event of Default.** The term "Event of Default," as used herein, means the occurrence of any one or more of the following events: (i) Lessee fails to make any payment (or any other payment) as it becomes due in accordance with the terms of the Lease, and any such failure continues for ten (10) days after the due date thereof; (ii) Lessee fails to perform or observe any other covenant, condition, or agreement to be performed or observed by it hereunder and such failure is not cured within twenty (20) days after written notice thereof by Lessor; (iii) the discovery by Lessor that any statement, representation, or warranty made by Lessee in this Lease or in writing ever delivered by Lessee pursuant hereto or in connection herewith is false, misleading, or erroneous in any material respect; (iv) proceedings under any bankruptcy, insolvency, reorganization or similar legislation shall be instituted against or by Lessee, or a receiver or similar officer shall be appointed for Lessee or any of its property, and such proceedings or appointments shall not be vacated, or fully stayed, within twenty (20) days after the institution or occurrence thereof; (v) an attachment, levy or execution is threatened or levied upon or against the Equipment; (vi) upon the death or insolvency of any guarantor hereof or any other default under a guaranty agreement of this Lease between the guarantor and Lessor.
18. **Remedies.** Upon the occurrence of an Event of Default, and as long as such Event of Default is continuing, Lessor may, at its option, exercise any one or more of the following remedies: (i) by written notice to Lessee, declare all unpaid payments and other charges immediately due and payable and to recover the balance of the payments and other charges reserved hereunder, with Lessor retaining title to the Equipment; (ii) by written notice to the Lessee, request Lessee to (and Lessee agrees that it will), at Lessee's expense, promptly return the Equipment to Lessor, or Lessor, at its option, may enter upon the premises where the Equipment is located and take immediate possession of and remove the same; (iii) sell or lease the Equipment or sublease it for the account of the Lessee, holding Lessee liable for the balance of Lease Payments and other charges reserved hereunder for the balance of the Lease Term, or residual value of the Equipment exceeds the net amount received by Lessor from such sale or lease; and (iv) exercise any other right, remedy or privilege which may

be available to it under applicable laws of the state of the Equipment location or any other applicable law or proceed by appropriate court action to enforce the terms of the Lease or to recover damages for the breach of this Lease or to rescind this Lease as to any or all of the Equipment. In addition, Lessee will remain liable for all covenants and indemnities under this Lease and for all legal fees and other costs and expenses, including court costs, incurred by Lessor with respect to the enforcement of any of the remedies listed above or any other remedy available to Lessor.

19. **Confessed Judgment.** Additionally, upon the occurrence of an Event of Default, Lessee hereby authorizes any attorney designated by Lessor or any clerk of any court of record to appear for Lessor in any court of record and confess judgment without prior hearing against Lessee in favor of Lessor for, and in the amount of, the unpaid balance of all amounts due, all interest accrued and unpaid thereon, all other amounts payable by Lessee to Lessor under the terms of this Lease or any other agreement, documents, instrument evidencing, securing or guarantying the obligations evidenced by this Lease, costs of suit, and attorney's fees.
20. **Indemnity.** Lessee, for itself, its successors, assigns and legal representatives, does hereby, now and for the future, agree to indemnify, defend, save and hold harmless Lessor, Lessor's successors, assigns and legal representatives from and against any and all liability, damages and costs of any kind, nature or extent, including attorney's fees from all manner of action, actions, cause or causes of action, claims, proceedings, suits, debts, sums of money, claims, accounts, bonds, bills, specialties, controversies, judgments, assessments, penalties, for or on account of personal injuries, death or property damage, and all demands whatsoever, at law or in equity, arising directly or indirectly out of, or in connection with, Lessee's or any of Lessee's employees, agents, or servants, and including all third parties' use, occupancy or presence in, on or about the Equipment leased hereunder.

In the event Lessee shall receive notice of any claim, suit or action for personal injury, death or property damage, Lessee shall provide prompt written notification thereof to Lessor. In the event of commencement of any suit, action or proceeding, Lessee shall immediately assume the defense of Lessor at its sole cost and expense and shall wholly indemnify Lessor as provided herein.
21. **Notices.** All notices to be given under this Lease shall be made in writing and mailed by certified mail, return receipt requested, or email, to the other party at its address set forth herein or at such address as the party may provide in writing from time to time. The parties intend and agree that a carbon copy, photocopy, electronic scan or facsimile of this document or of any Schedules, related agreements hereunder with their signature thereon shall be treated as an original and shall be binding as an original-signature document for all purposes.
22. **Permits and Fees.** Unless stated otherwise herein, Lessee shall be responsible, at Lessee's sole expense, to obtain all permits that are associated with and/or required as a result of the parties entering the Lease. Such permits include, but are not limited to, (i) Zoning, (ii) Building, (iii) Utility, (iv) Business, (v) Use, (vi) Occupancy, and (vii) Construction permits.
23. **Code Requirements.** Lessor shall only be responsible for those federal and state code and/or regulations requirements specifically delineated in the Lease. All costs, including overhead and profit, incurred by Lessor in having to conform to any code and/or regulation or ordinance requirements, other than those specifically stated in this Lease, shall be the sole responsibility of the Lessee. All additional cost(s) shall be added to the Lease price as a Change Order.
24. **Section Headings.** All section headings contained herein are for the convenience of reference only and are not intended to define or limit the scope of any provision of this Lease.
25. **Governing Law.** This Lease shall be construed in accordance with, and governed by the laws of, the Commonwealth of Pennsylvania. All disputes arising in connection with this Lease, including any question regarding its

existence or validity, shall be resolved by a State or Federal Court of Lessor's choosing.

26. **Delivery of Related Documents.** Lessee will execute or provide, as requested by Lessor, such other documents and information as are reasonably necessary with respect to the transaction contemplated by this Lease provided there is no cost to the Lessee, the documents comport with Law as approved by Lessee's legal counsel, and the documents do not change the substance of the original transaction.
27. **Entire Contract; Waiver.** This Lease and other attachments hereto, and other documents or instruments executed by Lessee and Lessor in connection herewith, constitute the entire agreement between the parties with respect to the lease of the Equipment, and this Lease shall not be modified, amended, altered or changed except with the written consent of Lessee and Lessor. Any provision of this Lease found to be prohibited by law shall be ineffective to the extent of such prohibition without invalidating the remainder of the Lease. The waiver by Lessor of any breach by Lessee of any term, covenant or condition hereof shall not operate as a waiver of any subsequent breach thereof. If there is a conflict between the terms, conditions or provisions of this Contract and the terms, conditions or provisions of any other document or instrument then the terms, conditions or provisions of this Lease shall prevail.
28. **Use of Equipment.** The Lessee may possess, occupy and use the Equipment for any lawful purpose consistent with the intended use of the Equipment provided under this Contract and shall comply with all applicable laws and ordinances and pay all claims, damages, fees and charges arising out of its possession, occupancy, use or maintenance. Lessee further agrees to be the sole operator and end user of the Equipment described under this Lease. Lessee acknowledges and agrees that the Equipment is of a size, design and capacity selected by Lessee.
29. **Filings.** The Lessee authorizes Lessor to make Lessor's security interest a matter of public record by filings of any documents Lessor deems necessary for that purpose and Lessor shall be responsible for any costs associated therewith. The Lessee agrees to sign or execute such documents to evidence its consent to such filings as long as there is no cost to Lessee other than those costs included in this Contract and the documents are approved by Lessee's attorney.
30. **Financial Statements.** If requested by Lessor, Lessee agrees to provide Lessor with a copy of its financial statements, including, but not limited to, the current period within ten (10) days of Lessor making said request.
31. **Contract Renewal.** The Parties, at the end of the Lease Term, may mutually agree in writing to a "Lease Term Extension". If Lessee wishes to extend the Lease Term, Lessee must notify Lessor, in writing, sixty (60) days prior to the date the then current Lease Term ends. If Lessor agrees to grant such extension, Lessor shall give Lessee, in writing, any new Lease rate and/or other conditions that will become effective under the extended Lease Term when executed by both Parties. The Initial Lease Term, and any Lease Term extension periods, shall be considered the ("Lease Term"). Lessor reserves the right to refuse an extension of the Lease Term. Provided Lessee is not then in default and the Lessee remains in possession of the Equipment after the Lease Term, then this Contract shall automatically renew for an additional twelve (12) month period, and annually thereafter, on the same terms and conditions as set forth herein with the exception of the Lease Payments which shall increase by a minimum of ten percent (10%) or as otherwise quoted to the Lessee in writing by Lessor at or prior to the end of the Lease Term, or each additional renewed term, as applicable.
32. **Right of Setoff.** Notwithstanding anything to the contrary in this Lease, in the event that any amount is due to Lessor or any of its affiliates by the Lessee or any of the Lessee's affiliates, Lessor shall have the right of set-off against the Lessee for that amount, whether such amount arises pursuant to this Lease, any other contracts between the Lessee and/or the Lessee's affiliates and Lessor, Lessor's affiliates or otherwise.

EXHIBIT A

DELIVERY, ACCEPTANCE, INDEMNIFICATION AND SERVICES CERTIFICATE

Reference is made to the Lease Agreement # BXPA-172586 dated March 1, 2024, between the undersigned and BOXX Modular, Inc. ("Lessor") calling for 60 monthly payments in the amount of \$5,458.00 each plus any and all taxes. We are pleased to confirm to you as follows:

1. As of the date of this Certificate all of the Equipment described in the Lease referenced above has been delivered to and received by the undersigned: that all Services or other work necessary prior to the use thereto has been completed; that said Equipment has been examined and/or tested and is in good operating order and condition and is in all respects satisfactory to the undersigned and as represented, and that said Equipment has been accepted by the undersigned and complies with all terms of the above referenced Lease, or
2. Pursuant to Section 3.a of this Lease, Lessor notified the Lessee in writing on _____, 20__ that the Equipment is ready to be delivered to the Project Site as provided in the Cover Page(s) to the Lease and delivery has been delayed by more than ninety (90) days through no material fault of Lessor. Should the delay extend beyond ninety (90) days from the date Lessor notified the Lessee then this Lease shall commence with or without Lessee's execution of this Certificate and all terms of the Lease shall remain in full force and effect.

This certificate shall not be considered to alter or amend the terms of the aforesaid Lease.

Dated this _____ day of _____, _____.

Lessee: Octorara Area School District

Signed:

Printed Name:

Title:

Witnessed:

Witness Printed Name:

EXHIBIT B

LESSEE MAINTENANCE RESPONSIBILITY

As a condition precedent to Lessor granting a Limited Warranty of a modular building (the "Equipment") leased by Lessor, certain routine maintenance of the Equipment is required to be performed by the Lessee. Such "Routine Maintenance" is at the sole expense of the Lessee and includes, but is not limited to, regular janitorial services as needed and the following duties:

1. Change filters on HVAC units every two (2) months, or more frequently if the Equipment is located in a particularly dirty environment. Maintain a log of when the filter changes occur. Clean HVAC coils and inspect units annually. Generators are not to be used, as this can void the warranty on the HVAC units.
2. Ensure all return air registers are open and air passage is not blocked.
3. Clean air ducts every two years or more frequently if located in a dusty environment. Maintain a log of when ducts are cleaned.
4. Report leaks of all types, plumbing or rainwater, immediately to your local branch of BOXX Modular, Inc. or via e-mail to service@boxxmodular.com. If a leak occurs,
 - a. Remove water spillage immediately. Turn off all power if any affected areas contain electrical wiring or lights.
 - b. Immediately dry any wet carpet or tile and other wet surfaces by appropriate methods.
 - c. Depending on the severity of the leak, dehumidifiers may be required to ensure dryness and prevent the growth of mold.
5. Under OSHA guidelines inspect roof(s) periodically and implement the following procedures:
 - a. Clean roof of all debris, especially sharp items such as nails, screws, stones, and tree branches.
 - b. Clean debris from, and unclog as necessary, all scuppers, gutters and downspouts.
 - c. Inspect roofing for visible tears or cracks or loose roofing material.
 - d. Inspect roof penetration flashings and roof termination caulking for cracks.
 - e. Remove snow if any to prevent leaks.
 - f. If any tears, leaks or cracks are found, contact Lessor immediately for instructions and to arrange for repairs.
6. Maintain adequate storm water drainage away from the Equipment and ensure that no water is allowed to pond beneath buildings.
7. Maintain floor coverings in good, safe, serviceable condition:
 - a. Dry or damp mop vinyl covered floors. Do not wet mop vinyl covered surfaces.
 - b. Strip, seal and wax vinyl tile floor covering at least once a year.
 - c. Trim carpet snags/ravels to prevent further carpet damage or creating a tripping hazard
 - d. Do not use tape on carpet to seal rips or frayed/loose seams.
8. Perform additional routine maintenance as required by use or environment:
 - a. Do not staple, tack, tape items to walls or punch holes into walls.
 - b. Replace batteries in smoke detectors/emergency exit lights at least once a year or more frequently if required to maintain them in safe condition. Test all smoke detectors per local code or manufacturer's requirements.
 - c. Replace fluorescent lamps, incandescent bulbs or other lighting as needed.
 - d. Check rain diverters caulking over doors and windows. Re-caulk as needed. If rain diverters do not keep blowing rain from penetrating doors, canopies over doors may be required.
 - e. Caulk siding materials and window frames as needed to prevent water penetration.
 - f. Maintain air conditioning temperature between 70-76 degrees in hot weather during evenings, weekends and holidays to maintain reasonable temperature and humidity in the Equipment and lubricate the equipment. Use programmable T-stats with lock boxes when possible.
 - g. Ensure skirting vents are not blocked at all times.
 - h. Do not remove inspection/data labels from walls, doors, windows and electrical panels.
 - i. Ensure and maintain all necessary pest and animal controls.

FIRE HAZARD WARNING

- i. Maintain a 3' clearance around electrical panels
- ii. Do not overload the electrical outlets
- iii. Do not place objects on top or in front of electric heaters
- iv. Do not block any vent
- v. Clothing and flammable materials should not be stored in closets with electrical panels
- vi. Furnace and water tank closets should not be used for storage

FOR SERVICE, OR IF YOU HAVE A QUESTION, PLEASE CONTACT YOUR LOCAL BOXX BRANCH OFFICE.

EXHIBIT C

STANDARD LIMITED WARRANTY

BOXX Modular, Inc. ("BOXX") grants this restricted Standard Limited Warranty to the Customer. The warranty granted herein is limited to the Equipment and Services provided by BOXX, under the above referenced Contract.

MANUFACTURER'S STANDARD LIMITED WARRANTY: In the case of a Purchase Contract, BOXX will assign all interest held by BOXX, in such Manufacturer's Limited Warranty. In the case of a Lease Agreement, BOXX retains the ownership of the Manufacturer's Warranty, but will provide the benefits of such warranty to the Customer, for whatever warranty period provided under such warranty.

BOXX STANDARD LIMITED WARRANTY: Except as otherwise provided herein, BOXX warrants, under normal use and service, the Equipment and Services BOXX provides, under the above mentioned Contract. BOXX warrants that all Equipment and Services provided by BOXX will be free from defects in material and workmanship for a period of one (1) year from the date of Acceptance or Occupancy of the Equipment, whichever occurs first (Refer to BOXX Scope of Work and Purchase Contract or Lease Agreement). ALL WARRANTY WORK PERFORMED BY A THIRD PARTY, WITHOUT THE PRIOR WRITTEN APPROVAL OF BOXX, MAY VOID THIS WARRANTY.

CLAIMS: A valid warranty claim must be submitted to BOXX, within the time allow for such claim under the Contract, and during the warranty period. Redress for a valid warranty claim will be provided within a reasonable time. This warranty is limited to non-union at non-prevailing wages. Warranty service will be performed during daily routine business hours. BOXX will not pay warranty repairs, parts, or replacements, which are made or supplied prior to having received an express written authorization from BOXX.

EXCLUSIVE REMEDIES: The sole and exclusive remedies, under this warranty, are those specifically provided in this Standard Limited Warranty. BOXX's obligation shall be limited solely to replacing and/or repairing defective parts or materials. BOXX neither assumes nor authorizes any person or entity to assume for BOXX any other liability or obligation in connection with this warranty.

EXCLUSIONS FROM COVERAGE: Expressly excluded from this warranty are the following:

- a) Any damage, loss, defect, repair, adjustment or replacement caused by, resulting from or in any way related to any misuse or neglect of the Equipment or Services, including improper service to, and connection of, electric service and other utilities.
- b) Any damage, loss, defect, repair, adjustment or replacement caused by, resulting from or in any way related to any surge, spike or other significant change to the recommended electrical service requirements, excessive water supply pressure, accident, collision, fire, earthquake, flood, or Act of God involving or affecting the Equipment or Services.
- c) Any damage, loss, defect, repair, adjustment or replacement caused by, resulting from or in any way related to any loading of the Equipment beyond any limits specified in applicable codes.
- d) Any damage, loss, defect, repair, adjustment or replacement caused by, resulting from or any way related to any repairs, additions, modifications or alterations to the Equipment or the Services, or any components made without the prior express written authorization of BOXX.
- e) Any portion of the Equipment or any materials, components or other aspects of the Equipment that the manufacturer specified as being unwarrantable.
- f) Any Items or services that are a part of the routine maintenance of the Equipment including, but not limited to, minor adjustments to doors, cabinets, moldings and similar components once the Equipment has been accepted, re-caulking of windows after acceptance of the Equipment, starting of electrical, oil, gas and plumbing appliances or components, and servicing appliances in accordance with instructions provided by the suppliers.
- g) Any damage, loss, defect, repair, adjustment or replacement caused by, resulting from or in any way related to any failure to perform routine maintenance to the Equipment or Services, including the items specified in the preceding subparagraph (f).
- h) (Manufacturer's Warranty only) The axles, frames, brakes, tires, windows, air conditioners, hot water heaters, furnaces, plumbing fixtures, furniture and furnishings of the Equipment. Any and all warranties with respect to such items as may be available from suppliers thereof are hereby assigned by BOXX. If any component specified in this subparagraph proves to be defective and cannot be ordered and replaced by the supplier, BOXX shall assist in obtaining a replacement of the defective component from the supplier, however, BOXX is not responsible for the costs of the replacement (if any), all shipping costs (if any), and the return of the defective component to the supplier thereof. BOXX shall have no liability for labor or service costs associated with any claim pertaining to any component listed in this subparagraph.
- i) Any damage, loss, defect, repair, adjustment or replacement, while the Equipment is outside the continental United States of America or Canada.

DISCLAIMER OF OTHER WARRANTIES: EXCEPT AS EXPRESSLY PROVIDED IN THIS STANDARD LIMITED WARRANTY, BOXX EXPRESSLY DISCLAIMS ANY AND ALL EXPRESS AND IMPLIED WARRANTIES OF EACH AND EVERY NATURE AND DESCRIPTION, AND EXPRESSLY STATES THERE ARE NO OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. UNDER NO CIRCUMSTANCES WILL BOXX BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES.

NOTICE OF WARRANTY CLAIMS: All claims made, under this Standard Limited Warranty, must be submitted in writing within the time allowed under the above mentioned Contract and Warranty Period. Forward all claims to: BOXX Modular, Inc., Attn: Warranty Department 3475 High River Rd., Ft. Worth, TX 76155. (1-877-438-8627)

ASSIGNABILITY: This Standard Limited Warranty is not assignable, without the prior written approval of BOXX Modular, Inc.

BOXX Modular
Relocatable Bldg. Solutions
#120822-BXX
Maturity Date: 2/24/2027

Sourcewell
Awarded Contract

This proposal is valid for 10 calendar days

modular project **PROPOSAL**

March 1, 2024

BOXX Project: Q-62241



Octorara Area School District **Chester County Public Safety Training Campus Lease**

137 Modena Rd, Coatesville Pa

BOXX Modular, Inc. (Corporate Office)
3475 High River Road | Fort Worth, TX | 76155

(877) 966-7839 | BOXXModular.com | ussales@boxxmodular.com

BOXX
MODULAR

Q-62241
March 1, 2024



modular project Lease Price Detail

This proposal is valid for 10 calendar days

Initials = Selected	Term (months)	Monthly Rate Amount (USD)
36x70 Building	60	\$4,840.00
Ramps and Steps	60	\$618.00

Personal Property Fee (where applicable): Monthly Rate Amount (USD) N/A

BASE PRICE FOR ONE-TIME CHARGES

Scope of Work Description

Amount (USD)

- Production of building at factory
- Provide engineered plans for building permit
- Delivery of building from factory to site
- Dig and pour foundations to frost depth
- Set building on piers, seam building together and anchor
- Provide and install skirting to hide block of building
- Provide and install ramps and steps for building
- Pricing includes engineering fees to begin work on utilities. There will be an additional cost in the form of a change order for any/all utility work for the building. Final cost is TBD.
- Assisting with permitting for the building. Customer to pay all permitting fees directly to the AHJ.
- This pricing does not include land planning or land development.

***Base Upfront One-Time Total: \$125,196.00**

OPTIONS

Initials = Selected	Option Description	Amount (USD)
	Soil Report will be done with a Change Order	\$5,715.00

DISMANTLE & RETURN

Due at end of Lease, at Current Rate unless other amount is indicated.

Lessee is responsible for site restoration, including, but not limited to, removal of footings, foundations, decks, ramps, and utilities at the end of the Lease

Dismantle & Return Estimate Amount (USD)

PROJECT DESCRIPTION DETAIL

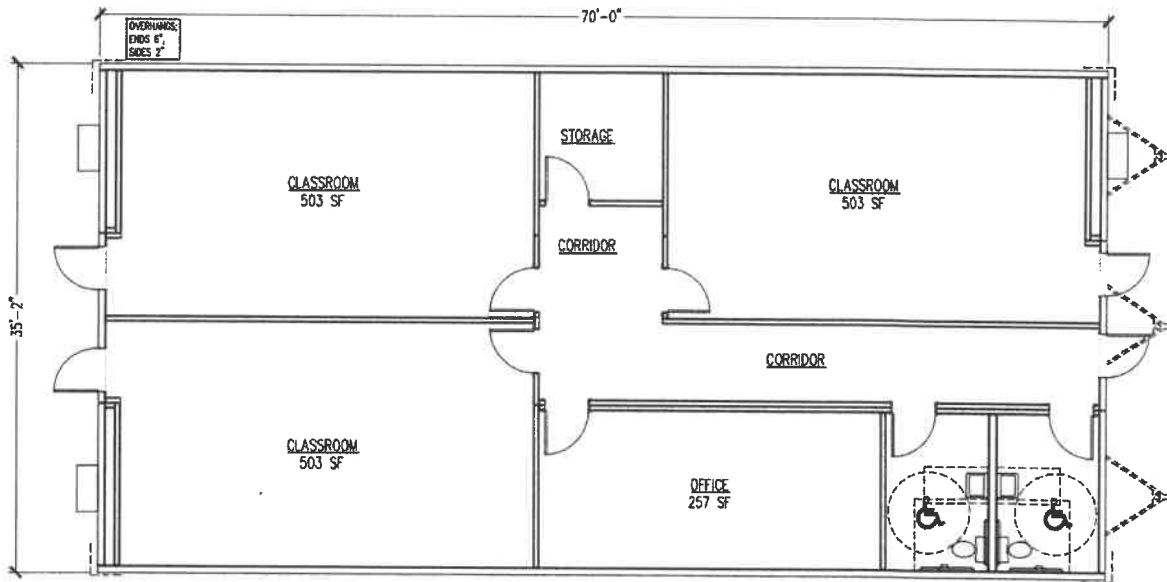
Pricing excludes all applicable taxes. Buyer is responsible for all applicable taxes. Proposal Price does not include sales, use, or personal property taxes, except as may be additionally described. Customer is responsible for paying a personal property fee of eight percent (8%) of the monthly rent (or lease) payment to BOXX. Unless otherwise specified, Proposal is valid for 10 calendar days from the "Proposal Date". BOXX Modular's willingness to enter into a contract at the price and/or terms of payment proposed is contingent upon satisfactory credit review and approval. Pricing is based on acceptance of BOXX's standard contract terms and conditions, along with timely receipt of any contractually required down payment. Proposal is subject to Capex availability.

Initials: _____

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Q-62241
March 1, 2024

modular project
Floor Plan



Initials: _____

Q-62241
March 1, 2024

modular project Specifications

MODULAR BUILDING INFORMATION

<u>Unit No(s).</u>	<u>Unit Size(s)</u>	<u>State(s) Coded</u>	<u>Building Description</u>
NEW	36' X 70'	PA, DE, MD, VA, WV, NY	Modular Classroom Complex

SPECIFICATIONS

BOXX LEASE SPECS

Specifications Approximate Shipping Height: 13'-10" 2520.00 Complex (Base) Nominal: 36' x 70' (3) 11'-8" x 70'-0" Modules Occupancy: Education Construction Type VB State Code Requirements & Insignias Delaware State Approval Maryland State Approval 3.00 New York New Jersey State Approval Pennsylvania State Approval Virginia State Approval State Codes Only - No Local Codes Are Quoted MD,WV,PA,NJ,DE,NY ASCE/SEI 7 All design data is per the requirements of ASCE/SEI 7 standards, (unless otherwise noted local requirements are not considered or included) 1.00 Additional KIP Load Plan Sheet Seismic Zone "B" {Seismic data is based on site soil class D "Stiff Soil"} Risk Category II 140 MPH Wind Speed Ultimate Wind Speed (Vult) 1.00 Special Item 55lb GSL Roof live load 20 lb. Destination: Coatesville, PA Chassis 210.00 11'-8"wide perimeter w/ steel floor joist 24" O.C. Crossmembers spaced (As Required) 2"x3" wood sleepers will be utilized between all steel members and floor decking. {Insulation for the axle / tire area will be shipped loose and must be site installed by the site contractor} 12" I-Beams (M12x10) Hitches are detachable New tires New Tires are Provided - Drivers are responsible for spares Axle quantity will be calculated as required Under-slung axles are included {Box-out for under-slung axles} Floor Section Standard bottom board material (Nylon Impregnated) Double 5/8" Floor sheathing/decking The top layer is held back 5" @ the mate-lines {The top layer of decking is held back 5" on each side of the mate-line and any VCT will be held back to allow room for site installers to properly prep the mate-line after module is set} 2270.00 VCT {Armstrong brand} Installed per the print 1/8" Vinyl Composite Tile @All Areas Except Restrooms & Janitor Closet. 250.00 Armstrong Corlon commercial roll-vinyl (Restrooms) This is a heat welded product and any seams crossing mate-lines must be closed-up on-site by the customer agent via a heat welding process. {Please note that this product is UV ray sensitive and areas not exposed to light (such as mate-line close-up) may require time to blend with other areas}. Wall Section 178.00 2"x4" Interior wall height: 8'-6" {Unless otherwise noted, interior walls will be constructed with #2 2x4 studs 16"o.c. with single 2x4 top and bottom plates} 2x6 Exterior wall height 8'-6" {Double top-plate on exterior walls, as required} 2"x6" Exterior end walls full height Interior trim package: standard battens {Unless otherwise noted} 5/8" VCG (Vinyl covered gypsum - Type "X") 576.00 FRP wall panel laid-up on gypsum (Class "C") (Full height FRP located in Restrooms) {F.R.P. = Fiberglass Reinforced Panels will be installed over raw gypsum and include vinyl base coving} 568.00 4" VCB {Vinyl Cove Base} (100%) Interior Doors Section 7.00 36"x80" 20-minute Rated flush door with steel jamb {Includes Timely or Redi-Frames with lever and self-closing hinges; door frame is painted the standard bronze finish color & door is Imperial Oak.} 7.00 Door closers on interior doors per the print Taymore Door Closure (#14-603AL) closer arms inside the room and not in the corridor 3.00 Keyed interior door locks per the print Classroom Doors: Tell Grade 2 Keyed Locksets (Classroom Function) Best cores 2.00 Keyed interior door locks per the print (Storage & Office) 2.00 Privacy locks Tell Grade 2

Lockset (Standard Privacy) located on the single station restroom door. 3.00 6"x30" Fire Lite glass view block (Classroom Doors) Roof/Ceiling Section Truss spacing @ 16" O.C. *(To Accomodate 55lb GSL)* (UT14w) Transverse truss (Engineered truss) 7/16" x4 x8 EPDM underlayment Roof covering: 45 mil. Black EPDM (Complex) *** 1-1/2" X 1/2" X 5/8" "J" rail/mini-gutter with Butyl Tape ***J-rail mini / gutters is painted to match the top trim*** 12" Peel & stick mate-line tape - Black Ceiling finish: 2'x2' T-grid (Acoustical) *(T-Grid To Be Terminated Into Ridge Beam, Close Up Laid In Loose For Site Completion By Others) Ceiling finish is 7'-10" above finished floor 140.00 4-Layer 24" ridge-beam construction: Continuous / Full Length of Module -- (2) 3" Holes are bored into the center of the mate-beams 24 inches from each end for phone & data cross-overs (Location of holes to be noted on the engineered drawings) {This beam will be constructed from 4-layers of 3/4" structural grade plywood installed as required and fastened as per approved fastening schedule} 140.00 Side projection: 2" roof over-hang 72.00 End projection: 6" roof over-hang Plumbing Section 2.00 Restroom description: Single station handicap RR 2.00 Standard lavatory (wall mount type) w/ Metal, Wristblade Levers. 2.00 Handicap sink protection - sock for P-trap 2.00 Water closet type: HC accessible w/ std. grab bars {Includes a vertical grab bar, standard toilet paper holder; unless an upgraded toilet paper holder is listed} 1.00 10 gallon water heater 1.00 PVC Utility sink w/ legs and STD faucet 1.00 Hi-lo water cooler (handicap accessible) (w/ Bottle Filler) 2.00 18"x36" Stainless steel mirror - B-165 Drain/waste lines are PVC {Please note that all manifolding is done on-site by others} 0 Supply Lines are PEX 0 Special item: Plumbing inlet has levered-metal cut-off-ball-valve with male thread connection on supply side. *** No Cast Iron Drain Stub-Outs are included, See options if required *** (See options for Copper Supply lines if required) 0 Special item: Plumbing angle-stops cannot extend more than 1/2" from finished gypsum. Electrical Section 3.00 150 AMP Exterior panel box *** 150 Amp 120 / 240 VAC Single Phase w/ 24 breaker spaces (Mounted near the mate-line) *** { NEMA 3 } 33.00 2'x4' Standard "T-grid type" LED lights 2.00 2'x2' Standard "T-grid type" LED lights (@Single Station Restrooms) 4.00 LED wall pk upgrade porch light w/ photo cell 11.00 Wall Mounted Occupancy Sensor *** Wall Mounted *** {#IOS-DOV-WH} *(As Required) 4.00 Combo dual head emergency light/exit sign (LED) {Quantity is shown budgeted, actual quantity will be as required after review and per final approved customer drawing} 4.00 Exterior emergency light remote heads as required (LED) {Exterior type to match porch lights} 12.00 2"x4" junction box with 3/4" conduit (standard) (w/ Pull Strings) - Per Print. {These junction boxes will be stubbed-up into the attic cavity; all boxes & conduit are empty, all wiring & devices for monitoring, alarms & security are entirely by others} 8.00 2"x4" junction box with 3/4" conduit (alarms) **with pull strings** (Includes Strobes @Restrooms) {These junction boxes will be stubbed-up into the attic cavity all boxes & conduit are empty, all wiring & devices for monitoring, alarms & security are entirely by others} 2.00 80 CFM exhaust fan (no light) (@ADA Restrooms) 110 Volt receptacles @ approximately 12' O.C. {Standard} 0 Receptacles Type: 120 Volt 20 Amperage {Standard 120-volt AC 20 Amperage duplex receptacles} 3.00 Receptacles Type: 120 Volt Tamper Resistant Recept {Standard 120-volt AC tamper resistant duplex receptacles} Receptacles / Switches / Covers are white 2.00 GFI receptacles as required (see print) (@Janitor Closet & Fountain) {GFI= Ground Fault Interrupter} 3.00 Exterior use GFI w/ weather proof cover (1) Per Module@HVAC End. {In use type with exterior rated GFI receptacle} 1.00 Heat tape receptacle GFCI protected - located adjacent to water in-let {Underneath the floor, per the print. ANY & ALL heat tape is entirely by others} Standard race-way: 12-2 Romex wiring Race-way: M.C. cable wiring only above the T-grid 3.00 Special item: (1) Ceiling mounted {120VAC} 20 Amp dedicated powered J-box located in the center of each classroom. *(2) @Large Classroom. 0 Special item: Please note that all wiring and devices for alarms, mass-notification systems, door alarms, security, speakers,

monitoring, and controls are entirely by others onsite. HVAC Section 3.00 3 Ton wall-mounted unit w/ 15kw heat strip {15 KW heat strip may require a panel box upgrade when engineered calculations are performed} 3.00 CRV device to be installed in wall-mounted unit (Classrooms Only) 198.00 Linear feet of fiberglass supply duct with grilles 80.00 Linear feet of fiberglass return duct w/ grilles {Oversized as needed} Plenum Duct Concealed with Chase Wall 3.00 7-day Programmable T-stat (HVAC) 15.00 2'x2' FLB supply grilles for T-grid ceiling (Fixed Blade/Adjustable Damper) {FLB is a fixed linear blade diffuser} 2.00 6" Supply grille for T-grid ceiling RR (Located in the Single Restrooms) 12.00 2'x2' Return air grilles for T-grid ceiling 0 Special items: Butter Fly Dampers @Supplies Will Be Located Between The Fiberglass Duct & The Flex Duct To Allow The Customer To Balance The System Cabinets & Furnishings 1.00 Special items: Please note that any-and-all Appliances, Furniture, Lockers, Benches & Equipment are entirely by others onsite. 1.00 Special items: Please note that *NO Tack Boards, Marker Boards, Projectors or Projector Screens are included in this quotation. Exterior Section 26 Gauge Hi-rib steel siding (complex) 212.00 26 Gauge Hi-rib steel mansard Standard house wrap installed 100% {All wrap installed right side up & in a shingled fashion} Sheathing type: 7/16" O.S.B. shall be installed 100% 0 Special item: Z-BAR Will Be Used Between The Building Body & The Building Mansard. 0 Special item: Mini Gutter Termination Bar & Z Bar Between Body & Mansard. 0 Special item: 2" Overhang On Sides / 6" Overhang On Ends Windows Section 7.00 36x60 VS Bronze metal frame & ins. glass Low-E (Egress Type Window) (2) Per Classroom & (1) @Office. 7.00 Vinyl mini blinds {Standard colors only} Exterior Doors Section 4.00 36"x80" Steel door with 6"x30" vision panel (16g Frame & 18g Door) 4.00 Standard closer (Grade 1 Tell Closer) 4.00 Standard panic hardware (Grade 1 Tell w/ Lever Trim) Insulation Section Exterior wall includes R-19 kraft faced *Kraft Faced/Zone 5* {Krafting facing is installed toward the interior of the building} {The noted insulation value is only an estimate and is subject to change based on final engineering} R-11 Interior wall sound reduction batts {The noted insulation value is only an estimate and is subject to change based on final engineering} Floor includes R-30 unfaced {The noted insulation value is only an estimate and is subject to change based on final engineering} Roof includes R-60 unfaced {The noted insulation value is only an estimate and is subject to change based on final engineering} Miscellaneous Section Packaging materials

Initials: _____

Q-62241
March 1, 2024

modular project

Delineation of Responsibilities

Division	Sub	Description	BOXX	Owner	NA
DIVISION 1 : GENERAL CONDITIONS					
	1011	Performance Bonds			X
	1040	Building Permits/License	X	X	
	1500	Temporary Heat/Lighting		X	
		Portable Toilets		X	
		Temporary Water & Power		X	
	1502	Site Cleanup/Dumpster	X		
	1700	Closeout/Acceptance	X		
	1900	Miscellaneous			X
		Taxes			X
		Prevailing Wage Scale (Davis-Bacon)			X
		Safety and Security Access Requirements For Workers		X	
		Project Terms of Payment	X		
		Invoicing Procedure	X		
DIVISION 2 : SITE WORK					
	2000	Site Work	X		
		Accessibility		X	
		Stake Site/Building Location		X	
	2160	Excavation & Grading		X	
		Spoilage Disposal	X		
		Erosion Control		X	
	2660	Final Connection of Domestic Water To Building Line (including modular seam crossover piping in ceiling) (To be billed by change order at a later date)	X	X	
	2740	Final Connection of Sewer To Building (including manifolds in crawlspace and vents thru roof) (To be billed by change order at a later date)	X	X	
	2900	Landscaping / Fine Grading		X	
		Seeding		X	
		Restoration		X	
DIVISION 3 : Concrete (SITE ONLY)					
	3300	Foundations	X		
DIVISION 5 : Metals (SITE ONLY)					
	5000	Decks/Landings/Ramps (Engineered Aluminum)	X		
DIVISION 6 : WOOD & PLASTIC (SITE ONLY)					
	6670	Decks/Landings (Pressure Treated Wood)			X
DIVISION 9 : FINISHES (SITE ONLY)					
	9650	VCT Flooring	X		
	9680	Carpeting with / without carpet bar			X

Initials: _____

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March 1, 2024

modular project

Delineation of Responsibilities

Division	Sub	Description	BOXX	Owner	NA
DIVISION 10 : SPECIALTIES (SITE ONLY)					
	10100	Marker/Chalk/Tack Boards		X	
	10425	Signage/Braille		X	
	10520	Fire Extinguishers		X	
	10532	Awnings		X	
	10800	Toilet Accessories		X	
DIVISION 13 : BUILDING (MODULAR BUILDING)					
	13121	Delivery Of Modular Units To Site Including Transp. Permits	X		
	13122	Piers	X		
		Dry-Stack Block	X		
		Surface Bond Dry Stack			X
	13123	Set-up	X		
		Structurally Connect Modular Floors & Roofs	X		
		Remove Hitches (Store Under Bldg. If stored in different location, may be an additional cost)	X		
	13125	Trim Out Exterior & Interior Walls/ Ceiling/Floors/Adjust Doors	X		
	13126	Anchor Modular Units Per Design Criteria	X		
	13127	Skirting (Frame, Venting, Access Panel Included)	X		
	13128	Roof Seaming	X		
	13151	Site Construct Connector Corridors			X
DIVISION 16 : ELECTRICAL (SITE ONLY)					
	16410	Connect Electrical Service From Site to Modular Subpanels (To be billed by change order at a later date)	X	X	
		Main Disconnect For Modular Building Connection			X
		Supply and Install MDP (To be billed by change order at a later date)	X	X	
	16610	Fire / Smoke Alarm Systems		X	
	16620	Security Intrusion System		X	
	16740	Clocks/Bells		X	
	16750	Communication Systems in Modular		X	
		Tap & Extend Existing Comm Service To Site		X	
		Final Connection of Comm System in Modular		X	
	16770	Data Systems in Modular		X	
		Tap & Extend Existing Data Service To Site		X	
		Final Connection of Data System in Modular		X	

Initials: _____

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modular project
Schedule

This proposal is valid for 10 calendar days

TIMELINE

Estimated Completion

Milestone Description

SCHEDULE NOTES

Additional Information

PROJECT IS TO BE COMPLETED BY AUGUST 1ST. THIS ASSUMES CONTRACT AND DEPOSIT ARE RECEIVED IN A TIMELY MANNER. ALSO ASSUMES PERMIT AND UTILITY WORK GOES ON WITH MINIMAL DISRUPTIONS.

Initials: _____

BOX
MODULAR
www.BOXXModular.com

Q-62241
March 1, 2024

modular project Terms & Exclusions

Terms

1.	Unless otherwise specified, Proposal is valid for 10 calendar days from the "Proposal Date". Building costs and production schedules change daily. At expiration of validity period Price and Delivery are subject to change without notice until Proposer accepts Order.
2.	BOXX's willingness to enter into a contract at the price and/or terms of payment proposed is contingent upon satisfactory credit review and approval
3.	Proposal pricing and project schedule is based on acceptance of BOXX's standard contract terms and conditions, along with timely receipt of any contractually required down payment.
4.	Any Project Schedule provided with the Proposal is an estimate. Project Schedule will be confirmed at or around the time of Award, and may be subject to change orders throughout the Project.
5.	Unless otherwise agreed in writing, BOXX will not accept any Liquidated or other damages for delays.
6.	Prior to start of its Work, BOXX shall provide a proper Certificate of Liability Insurance and Worker's Compensation. Unless otherwise agreed in writing, "All Risk" and other special insurance is not provided by BOXX. As of the time of Substantial Completion, or as otherwise agreed, Buyer shall be responsible to insure the building(s), providing insurance coverage in the types and limits as may be required by the contract to adequately protect the interests of all applicable parties.
7.	Buyer is responsible for all applicable taxes. Proposal Price does not include sales, use, or personal property taxes, except as may be additionally described. Customer is responsible for paying a personal property fee of eight percent (8%) of the monthly rent (or lease) payment to BOXX.
8.	Unless otherwise agreed to in advance as a condition of the Contract, price assumes the use of non-union labor at non-prevailing wages. Any requirement for the payment of prevailing wages or the use of union labor will result in additional charges.
9.	BOXX will take reasonable protective precautions to avoid damage to property and equipment. BOXX will not accept responsibility for damage caused to paved or unpaved surfaces due to weight of heavy equipment.
10.	TITLE – BOXX Modular, Inc. will retain title to the work until such time that they have been paid in full for the delivery, installation and either direct sale or receipt of all amounts due to complete the finance lease of the building(s). BOXX does not waive its rights to retain title and/or to place a lien or claim against the Owner/Buyer/Lessee if it becomes reasonably necessary in order to protect BOXX's interests.
11.	INDEMNIFICATION – BOXX Modular, Inc. will indemnify Owner/Buyer/Lessee to the extent that they are legally responsible and permitted by BOXX's insurance carrier.
12.	START AND COMPLETION DATES - The contract Start Date shall be upon receipt of award and an executed contract. Barring any unforeseen delays, The Completion Date will be in accordance with bid specifications and the attached Schedule (to be confirmed upon receipt of award). BOXX is not responsible for any delays or damages beyond its control including material shortages, strikes or union activity, fire, acts of God, freight embargoes, acts of war or terrorism, delays by regulatory or permit authorities, delays by the Owner or Architect or any employed by them, or any cause of delay beyond the control of BOXX. In no event shall BOXX be responsible for consequential or actual damages.
13.	Labor will be non-union at non-prevailing wages unless required by contract

Exclusions

X = Excluded	
X	1. Impact fees
X	2. All applicable taxes (sales, property & use)
X	3. Bonding
X	4. Special insurance
X	5. Cranes and additional spotting apparatus
X	6. Fire suppression system
X	7. Site security (unless otherwise stated)
X	8. Landscaping, irrigation, paving, walkways, curbing, and site restoration
X	9. Tap fees and lift station (if required)
X	10. Exterior fire rating
	11. Architect and engineering fees per BOXX's limited scope
X	12. Rock removal
X	13. Off-site spoilage removal
X	14. Site utilities and connections to modular building – includes electric, gas, water, and sewer or septic
X	15. Communications services and connection – including but not limited to telephone, data, intercom, intrusion alarm, smoke & fire alarm
X	16. Lightning protection
X	17. Temporary access roads and walkways
X	18. Removal, repair, and/or replacement of obstructing fences, walls or gates
X	19. Temporary electric and water (contractor will supply power source for own tools and equipment)
X	20. Portable toilets
X	21. Laboratory and field testing of materials
X	22. Dedicated full-time site supervisory personnel (foreman will supervise work unless other provisions are required per the contract)
X	23. Costs associated with easement(s)

Initials: _____

BOXX
MODULAR
www.BOXXModular.com

Q-62241
March 1, 2024

modular project Site Requirements

Site Requirements

<i>X = Applicable</i>	
X	1. No provisions allowed for obstructions below grade. If encountered, they would be a change order to the contract at an additional charge
X	2. The site must be level, dewatered, and accessible by truck with adequate turning radius and clearance from road to the site for delivery
X	3. Assumes site with 2,500 psf soil bearing capacity, bearing tests to be provided by Customer
X	4. All site plans and surveys to be provided by Customer
X	5. All underground utilities are to be clearly marked and flagged
X	6. Customer is responsible for obtaining and the cost of all permits, licenses, and Certificate of Occupancy
X	7. Due to volatility in fuel prices delivery charges are subject to a fuel surcharge.
X	8. Staging area adjacent to installation site, including any site improvements required to make it usable, by Customer
X	9. Where applicable, wheels and axles will remain on module(s), but may be removed and stored under for an additional fee
X	10. Site preparation by Customer
X	11. Building removal, return delivery, and site restoration will be billed at prevailing rates at time of return
X	12. New electrical service account to building by Customer
X	13. Customer is solely responsible to inform BOXX Modular if site location is in a flood or fire zone
X	14. Customer is responsible for building maintenance

Initials: _____

Q-62241
March 1, 2024

modular project

Important Clarifications

Important Clarifications

- Pricing includes engineering fees to begin work on utilities. There will be an additional cost in the form of a change order for any/all utility work for the building. Final cost is TBD.
- Assisting with permitting for the building. Customer to pay all permitting fees directly to the AHJ.
- This pricing does not include land planning or land development.
- PROJECT IS TO BE COMPLETED BY AUGUST 1ST. THIS ASSUMES CONTRACT AND DEPOSIT ARE RECEIVED IN A TIMELY MANNER. ALSO ASSUMES PERMIT AND UTILITY WORK GOES ON WITH MINIMAL DISRUPTIONS.

Initials: _____

BOX
MODULAR
www.BOXXModular.com

Q-62241
March 1, 2024

modular project

Proposal Acceptance

This proposal is valid for 10 calendar days due to rapid and unpredictable cost increases.

Pricing and project schedule is based on acceptance of BOXX's standard contract terms and conditions,
along with timely receipt of any contractually required down payment.

Octorara Area School District

March 1, 2024

Signature

Print Name

Acceptance Date

BOXX Modular builds for you!

BOXX Modular
Relocatable Bldg. Solutions
#120822-BXX
Maturity Date: 2/24/2027



BOXX
MODULAR
www.BOXXModular.com

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BOXX Modular Inc.

AUTOMATED CLEARING HOUSE (ACH) INFORMATION

Bank Account Name: BOXX Modular Inc.
Bank Name: BMO Harris Bank
ABA Routing Number: 071000288
Account Number: 3538634
Currency: USD
Remittance Advice sent to: accounting@boxxmodular.com

WIRE TRANSFER INFORMATION

Beneficiary Name: BOXX Modular Inc.
Beneficiary Address: 3475 High River Road Fort Worth, TX 76155
Beneficiary Phone Number: 403.206.4747
Beneficiary Bank Account Number: 3538634
Currency: USD
Beneficiary Bank Name: BMO Harris Bank
Beneficiary Bank Address: 111 West Monroe Chicago Illinois 60603
ABA Routing Number: 071000288
SWIFT Code (International Wire): HATRUS44
Remittance Advice sent to: accounting@boxxmodular.com

For check payments, please make checks payable to **BOXX Modular Inc** and mail it to BOXX Modular Inc-Receivables PO Box 675103 Dallas, TX 75267-5103

For courier: BMO Harris Bank, Attn: Conduent Processing Lockbox 675103, 2720 Hillcrest Rd/Suite #115, Dallas, TX 75230

Please contact our Treasury Department for any questions.

Email: treasury@blackdiamondgroup.com
Telephone: 403-206-4747
Fax: 403-264-9281

Black Diamond Group Limited
1000, 440 2nd Avenue SW
Calgary, AB T2P 5E9 Canada

ACCOUNT NAME **Pennsylvania Department of General Services COSTARS 1**
EFFECTIVE DATE **03/06/23**

Model	Description	Retail	Costars Price	District Price	Quantity	Costars extended
DIGITAL - MONOCHROME						
ESTUDIO4528A	45 PPM DIGITAL MONOCHROME MFP	\$16,419	\$3,417	\$1,646	1	\$3,417
MR4010	DOCUMENT FEEDER, DUAL SCAN / OCR SCAN	\$3,010	\$814	\$768	1	\$814
MJ1048	50-SHEET INNER FINISHER (FITS UP TO 45PPM MODELS ONLY)	\$2,100	\$741	\$539	1	\$741
KD1073LT	LARGE CAPACITY FEEDER, 2000 SHEETS	\$1,470	\$404	\$299	1	\$404
GB2430NODE	E-BRIDGE PLUS FOR DOCUWARE	\$99	\$88	\$61	1	\$88
GB2390NODE	E-BRIDGE PLUS FOR GOOGLE DRIVE	\$99	\$89	\$61	1	\$89
GB2380NODE	E-BRIDGE PLUS FOR GMAIL	\$99	\$89	\$61	1	\$89
Econnect Translate	E-Bridge Translation Application	\$99	\$89	\$0	1	\$89
ESTUDIO7529A	70 PPM Digital Copier w/ DSDF	\$55,179	\$11,333	\$5,628	2	\$22,666
MJ1115	65-SHEET MULTI-STAPLE FINISHER	\$3,810	\$1,370	\$1,035	2	\$2,740
MJ6108N	HOLE PUNCH UNIT	\$964	\$273	\$220	2	\$546
KN1103	FINISHER GUIDE RAIL	\$96	\$23	\$50	2	\$46
GB2430NODE	E-BRIDGE PLUS FOR DOCUWARE	\$99	\$88	\$61	2	\$176
GB2390NODE	E-BRIDGE PLUS FOR GOOGLE DRIVE	\$99	\$89	\$61	2	\$178
GB2380NODE	E-BRIDGE PLUS FOR GMAIL	\$99	\$89	\$61	2	\$178
Econnect Translate	E-Bridge Translation Application	\$99	\$89	\$0	2	\$178
ESTUDIO9029A	90 PPM Digital Copier w/ DSDF	\$55,179	\$11,333	\$5,628	8	\$90,664
MJ1116	65-SHEET SADDLE STITCH FINISHER	\$5,820	\$2,088	\$1,704	8	\$16,704
MJ6108N	HOLE PUNCH UNIT	\$964	\$273	\$220	8	\$2,184
KN1103	FINISHER GUIDE RAIL	\$96	\$23	\$50	8	\$184
GB2430NODE	E-BRIDGE PLUS FOR DOCUWARE	\$99	\$88	\$61	8	\$704
GB2390NODE	E-BRIDGE PLUS FOR GOOGLE DRIVE	\$99	\$89	\$61	8	\$712
GB2380NODE	E-BRIDGE PLUS FOR GMAIL	\$99	\$89	\$61	8	\$712
Econnect Translate	E-Bridge Translation Application	\$99	\$89	\$0	8	\$712
DIGITAL - COLOR						
ESTUDIO330AC	33PPM COLOR A4 MFP	\$4,389	\$2,172	\$1,905	4	\$8,688
MY1050	PAPER FEED UNIT, 550 SHEETS	\$484	\$148	\$210	3	\$444
MJ1047	OFFLINE STAPLER	\$312	\$202	\$220	4	\$808
GS1080NODE	EMBEDDED OCR LICENSE	\$859	\$333	\$364	4	\$1,332
GB2430NODE	E-BRIDGE PLUS FOR DOCUWARE	\$99	\$88	\$61	4	\$352
GB2390NODE	E-BRIDGE PLUS FOR GOOGLE DRIVE	\$99	\$89	\$61	4	\$356
GB2380NODE	E-BRIDGE PLUS FOR GMAIL	\$99	\$89	\$61	4	\$356
Econnect Translate	E-Bridge Translation Application	\$99	\$89	\$0	4	\$356
ESTUDIO2525AC	25 PPM Color Copier	\$16,739	\$5,478	\$2,070	3	\$16,434
MR4010	DOCUMENT FEEDER, DUAL SCAN / OCR SCAN	\$3,010	\$814	\$768	3	\$2,442
MJ1048	50-SHEET INNER FINISHER (FITS UP TO 45PPM MODELS ONLY)	\$2,100	\$741	\$539	3	\$2,223
STAND5015	COPIER STAND	\$299	\$104	\$94	3	\$312
GB2430NODE	E-BRIDGE PLUS FOR DOCUWARE	\$99	\$88	\$61	4	\$352
GB2390NODE	E-BRIDGE PLUS FOR GOOGLE DRIVE	\$99	\$89	\$61	4	\$356
GB2380NODE	E-BRIDGE PLUS FOR GMAIL	\$99	\$89	\$61	4	\$356
Econnect Translate	E-Bridge Translation Application	\$99	\$89	\$0	4	\$356
ESTUDIO4525AC	45 PPM Color Copier	\$29,999	\$7,682	\$3,075	2	\$15,364
MR4010	DOCUMENT FEEDER, DUAL SCAN / OCR SCAN	\$3,010	\$814	\$768	2	\$1,628
MJ1113	65-SHEET MULTI-STAPLE FINISHER	\$2,720	\$939	\$684	2	\$1,878
KD1073LT	LARGE CAPACITY FEEDER, 2000 SHEETS	\$1,470	\$404	\$299	2	\$808
KN5005	BRIDGE KIT FOR MJ1113/1114	\$299	\$108	\$95	2	\$216
MJ6107N	HOLEPUNCH FOR MJ1113/1114	\$1,010	\$250	\$217	2	\$500
GB2430NODE	E-BRIDGE PLUS FOR DOCUWARE	\$99	\$88	\$61	2	\$176
GB2390NODE	E-BRIDGE PLUS FOR GOOGLE DRIVE	\$99	\$89	\$61	2	\$178
GB2380NODE	E-BRIDGE PLUS FOR GMAIL	\$99	\$89	\$61	2	\$178
Econnect Translate	E-Bridge Translation Application	\$99	\$89	\$0	2	\$178
ESTUDIO7527AC	75 PPM Color/ 85 Black MFP 4 drawer	\$49,999	\$13,200	\$6,546	1	\$13,200
MJ1116	65-SHEET SADDLE STITCH FINISHER	\$5,820	\$2,088	\$1,704	1	\$2,088
MJ6108N	HOLE PUNCH UNIT	\$964	\$273	\$220	1	\$273
KN1103	FINISHER GUIDE RAIL	\$96	\$23	\$50	1	\$23
GB2430NODE	E-BRIDGE PLUS FOR DOCUWARE	\$99	\$88	\$61	1	\$88
GB2390NODE	E-BRIDGE PLUS FOR GOOGLE DRIVE	\$99	\$89	\$61	1	\$89
GB2380NODE	E-BRIDGE PLUS FOR GMAIL	\$99	\$89	\$61	1	\$89
Econnect Translate	E-Bridge Translation Application	\$99	\$89	\$0	1	\$89
Brother HL-EX415DW	41ppm Monochrome Laserjet Printer	\$1,200		\$624	2	\$0
Brother HL-EX470DW	Color Laser Printer (42 ppm)	\$3,850		\$1,198	5	\$0
Brother HL-EX915DW	52ppm Monochrome Laserjet Printer	\$3,649		\$5,854	1	\$0
KIP 730	Color Print Wide Format 36"	\$27,995		\$26,429	1	\$0
DIGPDF-700K	KIP 700 Series - PDF Format Printing Keycode	\$750		\$650	1	\$0
Z480970011	KIP 600/700 Series - Black Toner - 2 x 500 gram cartridges	182.52		\$164	1	\$0
Z480970021	KIP 600/700 Series - Cyan Toner - 2 x 500 gram cartridges	182.52		\$164	1	\$0
Z480970031	KIP 600/700 Series - Magenta Toner - 2 x 500 gram cartridges	182.52		\$164	1	\$0
Z480970041	KIP 600/700 Series - Yellow Toner - 2 x 500 gram cartridges	182.52		\$164	1	\$0
Elevate Sky	Print Management software licenses - 60 Months / 1 license per device, unlimited users,	\$26,280	\$21	\$15	21	\$435
RFID'S	Embedded Card Readers for badge authentication	\$4,326	\$206	\$367	21	\$4,326
Professional Services	Professional Service Hours for IT related Projects	\$6,975	\$225	\$200	31	\$6,975

District extended	Costars 60M Lease	Costars 60M Lease Ext	District 60M Lease	District 60M Lease Ext
\$1,646	\$72.18	\$72	\$33.21	\$33.21
\$914	\$17.19	\$17	\$18.43	\$18.43
\$539	\$15.65	\$16	\$10.86	\$10.86
\$299	\$8.53	\$9	\$6.03	\$6.03
\$61	\$1.88	\$2	\$1.23	\$1.23
\$61	\$1.88	\$2	\$1.23	\$1.23
\$61	\$1.88	\$2	\$1.23	\$1.23
\$0	\$1.88	\$2	\$0.00	\$0.00
\$11,256	\$239.39	\$479	\$113.52	\$227.04
\$2,070	\$28.94	\$58	\$20.84	\$41.68
\$440	\$5.77	\$12	\$4.43	\$8.86
\$100	\$0.49	\$1	\$0.99	\$1.98
\$61	\$1.88	\$4	\$1.23	\$1.23
\$122	\$1.88	\$4	\$1.23	\$2.46
\$122	\$1.88	\$4	\$1.23	\$2.46
\$0	\$1.88	\$4	\$0.00	\$0.00
\$45,024	\$239.39	\$1,915	\$113.52	\$908.16
\$13,632	\$44.11	\$353	\$34.37	\$274.96
\$1,760	\$5.77	\$46	\$4.43	\$35.44
\$400	\$0.49	\$4	\$0.99	\$7.92
\$61	\$1.88	\$15	\$1.23	\$1.23
\$488	\$1.88	\$15	\$1.23	\$9.84
\$488	\$1.88	\$15	\$1.23	\$9.84
\$0	\$1.88	\$15	\$0.00	\$0.00

\$7,620	\$45.88	\$184	\$38.40	\$38.40
\$914	\$3.13	\$9	\$4.23	\$12.69
\$880	\$4.27	\$17	\$4.43	\$17.72
\$1,456	\$7.33	\$29	\$7.33	\$29.32
\$61	\$1.88	\$7	\$1.23	\$1.23
\$244	\$1.88	\$8	\$1.23	\$4.92
\$244	\$1.88	\$8	\$1.23	\$4.92
\$0	\$1.88	\$8	\$0.00	\$0.00
\$6,210	\$115.71	\$347	\$41.71	\$125.13
\$914	\$17.19	\$52	\$18.43	\$55.29
\$1,617	\$15.65	\$47	\$10.86	\$32.58
\$282	\$2.20	\$7	\$1.89	\$5.67
\$61	\$1.88	\$7	\$1.23	\$1.23
\$244	\$1.88	\$8	\$1.23	\$4.92
\$244	\$1.88	\$8	\$1.23	\$4.92
\$0	\$1.88	\$8	\$0.00	\$0.00
\$6,150	\$195.50	\$391	\$87.21	\$174.42
\$914	\$17.19	\$34	\$18.43	\$36.86
\$1,368	\$19.83	\$40	\$13.80	\$27.60
\$598	\$8.53	\$17	\$6.03	\$12.06
\$95	\$2.28	\$5	\$1.91	\$3.82
\$434	\$5.28	\$11	\$4.37	\$8.74
\$61	\$1.88	\$4	\$1.23	\$1.23
\$122	\$1.88	\$4	\$1.23	\$2.46
\$122	\$1.88	\$4	\$1.23	\$2.46
\$0	\$1.88	\$4	\$0.00	\$0.00
\$6,546	\$278.83	\$279	\$131.90	\$131.90
\$1,704	\$44.11	\$44	\$34.37	\$34.37
\$220	\$5.77	\$6	\$4.43	\$4.43
\$50	\$0.49	\$0	\$0.99	\$0.99
\$61	\$1.88	\$2	\$1.23	\$1.23
\$61	\$1.88	\$2	\$1.23	\$1.23
\$61	\$1.88	\$2	\$1.23	\$1.23
\$0	\$1.88	\$2	\$0.00	\$0.00
\$1,248		\$0	\$12.57	\$25.14
\$5,990		\$0	\$24.13	\$120.65
\$1,837		\$0	\$37.02	\$37.02
\$26,429		\$0	\$532.54	\$532.54
\$650		\$0	\$13.09	\$13.09
\$164		\$0	\$3.30	\$3.30
\$164		\$0	\$3.30	\$3.30
\$164		\$0	\$3.30	\$3.30
\$164		\$0	\$3.30	\$3.30
\$315	\$20.71	\$435	\$6.34	\$133.14
\$7,717	\$15.51	\$326	\$7.40	\$155.40
\$6,200	\$4.53	\$140	\$4.03	\$124.93
\$1,555.79	\$5,424.41	\$1,464.46	\$3,544.40	

\$870.24 \$35,000 Buyout Included
New Total Hardware/Solutions Paym \$4,414.64

26 Bacton Hill Road, Malvern, PA 19355
P 610-993-9000 F 610-993-9552
www.macadamco.com



PROPOSAL

TO: James Durborow
Octorara School District
228 Highland Road, Suite 1
Atglen, PA 19310

610-593-8238 x30571

March 8, 2024
20240140JJB

jdurborow@octorara.org

JOB SITE: Octorara High School – Tennis Courts

We hereby propose to furnish, in accordance with specifications or on attached pages, all material, labor and traffic controls necessary to complete the following:

TENNIS COURTS REHABILITATION: Resurface, Recolor & Reline Courts (6)

- Remove fence for access
- Apply bleach/water mix to kill mold and vegetation
- Clean lot with a combination of power bristle broom and power washing
- Install one coat of acrylic tennis court resurfacer
- Install one coat of resurfacer over cracks – cracks to be flush filled with grout by others
- Apply **TWO** separate coats of acrylic tennis court color over existing surface with hand squeegee since change of color
- Sport courts to be one colors - green
- Surrounding area will be painted red
- Layout and install white lines per tennis court specifications
- Reinstall fence

TOTAL COST: \$98,400.00

MACADAM COMPANY INC. PA COSTARS# 416409

THIS PROPOSAL IS SUBJECT TO THE CONDITIONS OF PROPOSAL ON THE FOLLOWING PAGE, WHICH CONDITIONS ARE INCORPORATED BY REFERENCE.

Acceptance of proposal & conditions			Respectfully submitted: Jeffrey J Bevevino		
DATE		BY		BY	



CONDITIONS OF PROPOSAL

The following conditions form a part of and shall govern the Proposal Macadam Company, Inc. (the "Contractor") submitted to the Owner, or the Owner's representative, or other entity identified in this Proposal (hereinafter referred to as "Owner").

1. **Acceptance:** The Owner's acceptance of this Proposal shall occur only when the Contractor receives a copy of this Proposal executed by the Owner. At any time prior to acceptance, the Contractor may, by written notice, revoke the Proposal or change the terms of this Proposal, including without limitation, the prices quoted herein. Acceptance by the Owner or notice by the Contractor provided by facsimile transmission followed by delivery of the original shall be acceptable.
2. **Construction Methods:** The Contractor agrees to complete all of the work identified in the Proposal (the "Work") in accordance with the prevailing industry standards. The Contractor shall be solely responsible for and have exclusive control over the means, methods, techniques, sequences and procedures for performing and coordinating the Work, as well as exclusive discretion to determine whether proper conditions exist at the Project to perform the Work.
3. **Schedule:** The Contractor agrees to perform the Work within a reasonable amount of time. The Owner understands that the performance of the Work is contingent upon favorable weather conditions and numerous other factors outside the reasonable control of the Contractor. The Owner, therefore, agrees that the Contractor shall not be Liable for any delays or alleged delays in the performance of the Work.
4. **Concealed Conditions:** If Contractor encounters rock, underground utilities, debris, ground water, underground storage tanks, hazardous materials, or any material or substance regulated by any federal, state, or local law, ordinance or regulation, any other environmental issue or concern, or other concealed conditions that were unknown to the Contractor before submission of this Proposal, the contract price shall be equitably adjusted to compensate the Contractor for any additional Work performed or damages incurred as a result of any concealed conditions. At the Contractor's sole discretion, the Contractor may stop all Work on the Project, until parties have reached an agreement, in writing, concerning any such equitable adjustment, and the Contractor shall have no obligation to perform any Work which, as determined by the Contractor, directly or indirectly involves any environmental risk or hazard.
5. **Changes:** The Owner may request that the Contractor add to, delete from or modify the scope of Work. The Contractor, however, shall have no obligation to proceed with any such change until after the parties have reached an agreement in writing regarding the terms of any such change, including without limitation, the amount by which the contract sum shall be changed.
6. **Payments:** The Contractor will render invoices for labor and/or material supplied to the Project upon completion of all of the Work or at the Contractor's sole discretion, on a monthly basis, for labor or material supplied during the preceding thirty (30) day period. The Owner agrees to pay the full amount of all invoices within fifteen (15) days of the date of such invoice. Interest shall accrue on all overdue payments at the rate of one and one-half percent (1-1/2%) per month, eighteen percent (18%) per annum. Nothing contained herein shall be construed to limit the Contractor's right to recover interest, penalties or other damages under any applicable law, including any public or private prompt payment act.
7. **Suspension of Work:** If the Owner fails to pay any invoice when due, the Contractor may stop all Work at the Project and shall not be obligated to resume work until the invoice is paid in full.
8. **Disputes:** This Proposal shall be governed by the laws of the Commonwealth of Pennsylvania. The forum for all disputes arising under or relating to this Proposal shall be Chester County, Pennsylvania, or such other jurisdiction as is chosen by the Contractor. At the Contractor's sole election, any dispute arising under or relating to the Proposal shall be submitted to arbitration according to the Construction Industry Arbitration Rules of the American Arbitration Association then prevailing, and the award of the arbitrator shall be final and binding upon the parties.
9. **Attorney's Fees/Costs:** Should any dispute arise between the parties to this Agreement, the Owner agrees to pay all expenses incurred by the Contractor to enforce its rights under this Agreement, including without limitation, attorneys' fees, penalties, interest and cost of litigation.
10. **No Waivers:** No act, omission or delay by the Contractor shall constitute a waiver of and of the Contractor's rights or remedies under this Agreement.
11. **Towing:** Owner is responsible for removal of all vehicles from work site prior to the commencement of work. Vehicles not removed from these areas will be towed at the Owners expense.
12. **One Call:** Contractor is not responsible for utilities not marked by the State Utility Locating Service.
13. **No Other Agreements:** This Proposal is the full and final Agreement of the parties, and no other communication between the parties will modify or amend the Agreement, unless any such amendment is offered in writing and agreed to in writing by both parties. The Owner specifically agrees that this Proposal shall govern the rights and obligations of the parties, and the term of this Proposal shall prevail over any inconsistent provisions contained in any other document.
14. **Severability:** If any terms of this Proposal are subsequently or now illegal, they may be severed from the Proposal without affecting the remaining terms.
15. **Payments:** Partial billing for phases of Work will be submitted for payment prior to the completion of the entire job. No retainage will be held by the Owner unless agreed upon in writing prior to the start of Work by the Contractor.
16. **Asphalt Escalation Clause:** Prices are based on the current asphalt index. Prices are subject to increase due to liquid asphalt increases

Equipment to be Sold at Auction
on Wednesday, March 27th, 2024 at 10:00 AM.

Vehicles 3

#1- 2001 Ford F250 Triton V8 w/ cab & chassis, 4WD 8' bed- 90,000 miles

#2- 2003 Ford F150 XL Triton V8 w/ cab & chassis 4WD 8' bed- 50,000 miles

#3- 2007 Ford 350 Dejana box truck w/ lift gate, 12' box- 50,000 miles

Lawn & Garden Equipment & Tools

Mowers

#1- Hustler Super 104 Batwing Zero Turn - 639 hours

#2- TORO Groundmaster 445D w/ Cab and snowblower attachment- 2766 hours. Not running, needs fuel pump on diesel motor.

#3- 3 Push mowers, cub cadet

Snow Blowers

2- John Deere TRS 52 snowblowers- one works, one does not.

Tools

1- Bearcat chipper vac

4- Leaf blowers, Echo

4- Weed wackers, Echo

1- Wheel barrel

Misc. old shovels, rakes, picks, barn, pitch forks, hand tamper,

1- Pioneer line painter- Fields

Janitorial Equipment

- 2- Tennant 3500 Extractor
- 4- Tennant Buffers, buffer pads, misc. cleaning supplies
- 1- Lightning propane buffer
- 1- Hepa filter

Low Structure Equipment

- 6- full sections of 6' high scaffolding
- 5- Miller welders
- 1- Multi Master bench on table saw
- 2- Delta Drill Press
- 1- Mechanical cutoff saw
- 1- Ridge pipe cutter
- 1- Rockwell 10" table saw
- 1- Delta Planer
- 1- Pedestal floor fan

Kitchen Equipment

- 1- Counter mixer- 20 qt
- 1- Floor mixer
- 2- Groen gas soup kettles
- 201- Plastic totes

Classroom/ Office Furniture

8- Filing cabinets +/-

90 +/- Student desks

90 +/- Student chairs

10 +/- Office chairs

8 +/- Office desks

4 +/- Shelves

4 +/- Child's work tables

6 +/- Long folding table w/ bench

6 +/- Round tables

Storage Equipment

1- Jet band saw

1- Cylinder oven

1- Blue table heavy metal bench

1- Vertray milling machine

1- Rockwell band saw

1- Winston milling machine

1- Johnson gas fired forging furnace + equipment

* This list is subject to change slightly due to teachers adding or taking stuff they saw or stuff we have found since this list was put together. I will give Dr. Leever a completed list with exact totals before the auction starts at 10:00 AM on Wednesday, the 27th of March. Also, after the

auction, I will give a complete list of what was sold and the exact price of each item and what did not sell and the exact amount.

NEW Information in the 2024-25 Program of Studies

New Courses:

8034 - Advanced Art 8 (½ year class)

Advanced Art is an advanced-level visual art class for students who exhibit natural abilities in art including but not limited to drawing and painting. Students will learn art concepts and techniques including rendering, composition, drawing the figure, and observation from life. Other mediums will be explored as well such as clay, papier mache, and others. Students will learn more about the historical and cultural aspects of art as well. Students will also create artwork where their unique style and point of view will be seen through their art. Emphasis in Advanced Art is placed on creating a personal portfolio or original work that visually shows their artistic strengths. College and careers in the arts will also be discussed in this class.

Prerequisite: Course enrollment by administrative placement only.

7035 - History of Modern Popular Music 7 (½ year class)

This course delves into the history of modern popular music, focusing on genres like hip-hop, pop, and rock. It will explore evolution, cultural significance, and key artists/albums.

7009 - Exploring STEAM 7 (½ year class)

This course is designed specifically for 7th students to encourage the use of art to deepen knowledge in science, technology, engineering, and math. Students, using innovation, creativity, critical thinking, and graphic arts imagery, will begin to transform ideas, real-world problems, and data sets into products that are useful, easily understood, and more easily visualized. Use of 3D printers, graphic art software, and other technologies will be used.

With this STEAM course, students will also continue to develop the employability skills needed in today's ever-changing job market and will allow students, in combination with other courses offered in the area of career exploration, to continue their investigation of careers in science, technology, engineering, art, and math.

***037DC - Dual Credit English Composition I (Anticipated for 2024-25 school year)**

1.0 Credit

Gr. 11

This course is an introduction to academic writing with an emphasis on using language clearly and correctly. This course develops and reinforces skills needed for proficient academic writing and literary analysis. While the focus of this course is on academic writing, students will also be required to read American Literature and engage in literary analysis while learning and demonstrating proficient academic writing. This course is intended for students who wish to earn college credit while in high school. An agreement with Immaculata University to offer this course is currently in process. See page 18 for further details.

Prerequisite: "B" or higher in 10th grade English and Proficient/Advanced on the Literature Keystone Exam.

***251DC - Dual Credit Human Anatomy and Physiology (Anticipated for 2024-25 school year)**

1.0 Credit

Gr. 11,12

This course is a study of the underlying process, at the cell, organ, and system levels of organization, which are the backbone of our modern understanding of the functioning human body. Emphasis includes microscopic and gross anatomy and physiology of the human body using models, slides, videos, and specimen dissection. After reviewing the molecular basis of fundamental types of tissues, we will consider each of the organ systems including the integumentary, skeletal, muscular, nervous, digestive, cardiovascular, and urinary systems. This course is intended for students who wish to earn college credit while in high school. An agreement with Immaculata University to offer this course is currently in process. See page 18 for further details.

Prerequisite: "B" or higher in Biology and "B" or higher in Chemistry, Physics, or Earth & Space Science.

***546DC - Dual Credit Spanish IV (Anticipated for 2024-25 school year)**

1.0 Credit

Gr. 11,12

In Dual Credit Spanish IV, there is an emphasis on review, expansion, and application of grammar, vocabulary, and pronunciation through listening, speaking, reading, and writing as well as discussion of the geography and culture of Spain and Latin America. Students will listen to a variety of native speakers from all areas of the Spanish-speaking world via internet resources and film, will speak spontaneously on a number of topics, will read for different purposes, and will write on a variety of topics for a variety of purposes. Students will be required to do more independent writing in and out of class. Students will begin to study Spanish literature such as an introduction to Don Quixote and a selection of short stories. Students will be required to present speeches and projects to their classmates in Spanish. The cultural studies include current events in Spanish-speaking countries and areas visited in the reading materials. This course is intended for students who wish to earn college credit while in high school. An agreement with Immaculata University to offer this course is currently in process. See page 18 for further details.

Prerequisite: "B" or higher in Spanish III.

****Agreement in process with Immaculata University. Course descriptions may be subject to change.***

Course Name Changes:

New Name:

Introduction to Graphic Design & Illustration I
Introduction to Graphic Design & Illustration II

Previous Name:

Illustration and Graphic Design I
Illustration and Graphic Design II

Deleted Courses:

Junior/Senior Art Show
Reading Workshop
Accelerated Social Studies 8

Octorara Area School District

228 Highland Road • Atglen, PA 19310 • Phone: 610-593-8218

~Empowering Students to Build Successful Futures~

Job Title:	Utility Custodian (Weekend)
Reports to:	Director of Facilities
Terms of Employment:	8 hours per day, 260 days per year, Saturday through Wednesday during the school year
Supervises:	N/A

Job Description

Performs custodial work required for the routine cleaning and upkeep of buildings, grounds, and assigned equipment. Performance must be done in a satisfactory manner and in a reasonable amount of time. **This position will work Saturday through Wednesday, 630am to 3pm during the school year. This schedule is built to accommodate all weekend events at the School District. During summer break (students are home) the employee will convert their schedule to Monday thru Friday to assist with summer custodial projects.**

Requirements for Position

- High School diploma
- Valid driver's license preferred
- Required background clearances for PA school employees
- **Ability to work every Saturday and Sunday for event coverage, during school year**

Core Responsibilities and Competencies

- *Mop, scrub, clean, and disinfect classrooms, offices, lavatories, locker rooms, corridors, walls, etc.
- *Wax and polish floors, furniture, and other surfaces.
- *Remove and renew floor surface finishes as directed by custodial foreperson.
- Empty waste paper baskets and dispose of trash.
- Clean exhibit cases, doors, fixtures, and glass surfaces, including windows, doors, and showcase glass.
- Sweep and clean sidewalks.
- *Remove snow/ice from sidewalks, steps, and parking areas as directed by the custodial foreperson. Overtime may be necessary to achieve this.
- Move furniture and equipment.

- *Mow assigned grass areas, trim shrubbery, rake and dispose of leaves. Pick up other debris and otherwise maintain school grounds.
- Possess ability to operate boilers, hot water circulators.
- Perform necessary tasks to insure building security.
- Perform minor maintenance tasks as directed by the Custodial Foreperson or Custodial/Maintenance Supervisor, including replacing receptacle covers and ceiling tiles, changing and cleaning filters on unit ventilators.
- Assist in the distribution of supplies and the loading and unloading of supply vehicles.
- Responsible for basic upkeep of cleaning equipment, i.e. scrubbers, burnishers, wet/dry vacs, floor vacs, etc.
- Report any safety problem on prescribed form to the custodial foreperson and perform any necessary tasks to insure safety of all occupants in buildings.
- Follow proper safety procedures and regulations in the performance of duties, handling of chemicals, supplies, and equipment.
- Know location of the Right-To-Know compliance materials and how to use this information.
- Must have knowledge of location of asbestos containing materials (ACM) and report any deterioration of ACM to Custodial/Maintenance Supervisor or the school-designated Asbestos Program Manager.
- *Make periodic checks of playground equipment for needed repairs and/or safety problems. Report problems to the Building Principal and Custodial Foreperson and make needed minor repairs.
- Maintain a good work attendance. Notify Director of Facilities, who then notifies Custodial Maintenance Supervisor, when reporting off work.
- All requests for vacation, personal days, or other leaves of absence must be submitted to the Director of Maintenance in advance of the leave.
- A specific list of tasks and task guidelines to be performed by each custodian will be developed by the Director of Facilities and Custodial/Maintenance Supervisor. This list of specific duties will be reviewed with the custodian at evaluation conferences and/or at the initial training phase for new employees.
- Set-up and clean up after all school related activities and outside groups that use the school facilities. Overtime may be needed.
- Perform other related tasks as assigned by the Director of Facilities, Custodial/Maintenance Supervisor, or Building Principal.

(Reasonable accommodations may be made to enable a qualified individual with a disability or disabilities to perform the primary duties and responsibilities of the job.)

Evaluation

- Evaluated by the Director of Facilities annually

Revised February 2024