

WEST CHESTER AREA SCHOOL DISTRICT

SCHOOL BOARD MEETING

AGENDA

Monday, June 26, 2023

7:00 pm

Spellman Education Center

- I. Call to Order President Tiernan
Salute to the Flag
- II. Roll Call Ms. Cherashore
- III. Public Comments on Agenda Items (Sign-in Required)..... Ms. Cherashore
- IV. Approval of Minutes of the May 24, 2023 School Board Meeting President Tiernan
- V. Approval of the June 26, 2023 School Board Meeting Agenda..... President Tiernan
- VI. Superintendent's Report Dr. Reynolds
- VII. Approval of Personnel Recommendations..... Dr. Ulmer
- VIII. Approval of Consent Agenda President Tiernan
- IX. School Board Reports

Committee Reports

A. Education..... Director Durnell

*	1.	Approval to establish the following Student Activity Account(s): -East High School – Speech and Debate Club
*	2.	Approval of the following Study/Excursion trip(s): -Henderson High School, Girls Basketball – Orlando, FL 12/13/2023 – 12/17/2023 -Henderson High School, Cheerleading – Brach Lake, PA 08/22/2023 – 08/25/2023 -Henderson High School, PIAA Boys Track State Championships – 05/26/2023 – 05/27/2023 -Rustin High School, PIAA Girls Track State Championships – 05/24/2023 – 05/26/2023
*	3.	Approval to Revised 2023-24 School Calendar
*	4.	Approval of the Targeted Support and Improvement Schools (TSI) final plans for Fugett Middle School
*	5.	Approval of the Targeted Support and Improvement Schools (TSI) and Additional Targeted Support and Improvement (A-TSI) final plans for Peirce Middle School
*	6.	Approval of the Targeted Support and Improvement Schools (TSI) final plans for Greystone Elementary School

B. Pupil Services..... Director Chester

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\*Consent Agenda Items

|      |                                                             |
|------|-------------------------------------------------------------|
| * 1. | Approval of two (2) Special Education Settlement Agreements |
|------|-------------------------------------------------------------|

*C. Personnel.....* Director Herrmann

|      |                                                                                                                    |
|------|--------------------------------------------------------------------------------------------------------------------|
| * 1. | Approval of new job description and position K-5 STEM Teacher                                                      |
| * 2. | Approval of new job description and position Secondary Instructional Coach                                         |
| * 3. | Approval of the contract agreement with Chester County Intermediate Unit (CCIU) for superintendent search services |

*D. Property and Finance.....* Vice President Bevilacqua

|      |                                                                                         |
|------|-----------------------------------------------------------------------------------------|
| * 1. | Approval of 2023-24 Property Casualty/Liability Insurance                               |
| * 2. | Approval of 2023-24 Student Accident Insurance                                          |
| * 3. | Approval of 2023-24 CCIU Marketplace Services Contract                                  |
| * 4. | Approval of Change Orders – Renovations and Additions to Glen Acres Elementary School   |
| * 5. | Approval of Healthcare Benefit Consulting Agreement Renewal, Gallagher Benefit Services |
| * 6. | Approval of 2023-24 Food Service Pricing                                                |
| * 7. | Approval of Agreement with Westtown Township                                            |

*E. Policy Review Committee.....* Director Fleming

|       |                                                                                                                                                            |
|-------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| * 1.  | Approval of Revised Policy 103 Discrimination/ Sexual Harassment Affecting Students, Second Reading                                                        |
| * 2.  | Approval of Revised Policy 113.2 Behavior Intervention, Second Reading                                                                                     |
| * 3.  | Approval of Revised Policy 137 Home Education Programs, Second Reading                                                                                     |
| * 4.  | Approval to Retire Administrative Guideline 137AG1 Home Education Programs Non-District Programs Guidelines, Second Reading                                |
| * 5.  | Approval of Revised Policy 137.1 Extracurricular Participation by Home Education Students, Second Reading                                                  |
| * 6.  | Approval of New Policy 137.2 Participation in Cocurricular Activities and Academic Courses by Home Education Students, Second Reading                      |
| * 7.  | Approval of New Administrative Guideline 137.2AG1 Participation in Cocurricular Activities and Academic Courses by Home Edu Stu Guidelines, Second Reading |
| * 8.  | Approval of New Policy 137.3 Participation in Career and Technical Education Programs by Home Edu Students, Second Reading                                 |
| * 9.  | Approval of Revised Policy 204 Attendance, Second Reading                                                                                                  |
| * 10. | Approval to Retire Administrative Guideline 204AG3: Attendance Guidelines – WC Cyber Program, Second Reading                                               |
| * 11. | Approval of Revised Policy 215 Promotion & Retention, Second Reading                                                                                       |
| * 12. | Approval of Revised Administrative Guideline 218AG1 Student Discipline Guidelines, Second Reading                                                          |
| * 13. | Approval of Revised Policy 218.2 Terroristic Threats, Second Reading                                                                                       |
| * 14. | Approval of Revised Policy 218.3 Student Integrity, Second Reading                                                                                         |

|   |     |                                                                                              |
|---|-----|----------------------------------------------------------------------------------------------|
| * | 15. | Approval of Revised Policy 222 Smoking, Tobacco and Vaping Products- Students, First Reading |
| * | 16. | Approval of Revised Policy 226 Search Procedures by Staff, First Reading                     |
| * | 17. | Approval of Revised Policy 227 Controlled Substances/Paraphernalia, First Reading            |
| * | 18. | Approval of Revised Policy 233 Suspension and Expulsion, First Reading                       |
| * | 19. | Approval of Revised Policy 247 Hazing, First Reading                                         |
| * | 20. | Approval of Revised Policy 249 Bullying/Cyberbullying, First Reading                         |
| * | 21. | Approval of Revised Policy 810 Student Transportation, First Reading                         |
| * | 22. | Approval of Revised Policy 810.2 Transportation Audio/Video Recording                        |
| * | 23. | Approval of Revised Policy 810.3 Bus Conduct, First Reading                                  |
| * | 24. | Approval of Revised Policy 907 School Visitors, First Reading                                |

### Other Reports

- A. Intermediate Unit..... Director Durnell  
 B. Legislative Liaison..... Director Fleming  
 C. Equity Report ..... Director Durnell

### X. Other Business ..... President Tiernan

|   |    |                                                                                                                                        |
|---|----|----------------------------------------------------------------------------------------------------------------------------------------|
| * | 1. | Approval of School Board Treasurer's Report and Statement of Disbursements Summary Schedule for the Period May 1, 2023 to May 31, 2023 |
| * | 2. | Approval of the May 31, 2023 Financial Report                                                                                          |

### XI. Comments from Residents (Sign-in Required) ..... Ms. Cherashore

### XII. Adjournment ..... President Tiernan

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## WEST CHESTER AREA SCHOOL BOARD—Meeting of May 24, 2023

Documents previously distributed to Board Members are not recopied or submitted with this draft. Minutes of this meeting, in compliance with Section 518 of the School Laws of Pennsylvania and after approval by the School Board Members will be transcribed into the permanent minute book together with reports indicated (copy in). Routine reports and lengthy multi-page documents made a part of the minutes of this meeting are filed separately for permanent record.

### I. Call to Order

The West Chester Area School Board met at 7:04 p.m. in the Spellman Education Center, 782 Springdale Dr. Exton, PA. Board President Tiernan called the meeting to order and Johnna Marshall and Jaydon Sam of Fugett Middle School led the public in the Pledge of Allegiance.

### II. Roll Call

**Members Present:** Vice President Bevilacqua, Director Chester, Director Christy, Director Detre, Director Durnell, Director Fleming, Director Herrmann, President Tiernan, Director Whomsley. Student Representative: C.J. McCune, Rustin High School

**Members Absent:** Emily McElreavey, East High School; Shaun Joseph, Henderson High School

### III. Public Comments on Agenda Items

There were no public comments on agenda items.

### IV. Approval of Minutes of the April 24, 2023 Monthly School Board Meeting

**BOARD ACTION:** It was moved by Director Detre and seconded by Director Chester to approve the minutes of the April 24, 2023 Monthly School Board Meeting.

**On roll call vote, all members present voted “aye.” Motion carried 9-0.**

### V. Approval of the May 24, 2023 School Board Meeting Agenda

**BOARD ACTION:** It was moved by Director Durnell and seconded by Director Herrmann to approve the May 24, 2023 meeting agenda.

**On roll call vote, all members present voted “aye.” Motion carried 9-0.**

***President Tiernan announced that the Board met in Executive Session on May 8 regarding a legal and personnel matter, May 15 regarding a legal matter and this evening, May 24, 2023 regarding personnel.***

## **VI. Superintendent's Report**

Substitute Superintendent Reynolds and High School Student Representative C.J. McCune gave their monthly reports.

## **VII. Approval of Personnel Recommendations—Dr. Ulmer (Copy In)**

**BOARD ACTION:** It was moved by Director Detre and seconded by Director Herrmann to approve the Personnel Recommendations as presented.

**On roll call vote, all members present voted “aye.” Motion carried 9-0.**

## **VIII. Approval of Consent Agenda**

**BOARD ACTION:** It was moved by Director Fleming and seconded by Vice President Bevilacqua to approve the following Consent Agenda Items:

| Education |                                                                                                                                                                                                                                                                                                                  |
|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.        | Approval of the following Study/Excursion trip(s):<br>•Henderson High School, PMEA All State Band – Pocono Summit, PA 04/19/2023 – 04/22/2023<br>•Henderson High School, Academic Team – Atlanta, Georgia 05/26/2023 – 05/29/2023<br>•East High School, Boys Tennis Team – Hershey, PA – 05/25/2023 – 05/27/2023 |
| 2.        | Approval of Teachers Curriculum Institute (TCI) Social Studies Alive! America's Past for 4th and 5th Textbook                                                                                                                                                                                                    |

### **Pupil Services**

|    |                                                               |
|----|---------------------------------------------------------------|
| 1. | Approval of seven (7) Special Education Settlement Agreements |
|----|---------------------------------------------------------------|

### **Personnel - none**

### **Property & Finance**

|    |                                                                                                                                                                                                                                                                                                                                                                                                                      |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Approval of Resolution for 2022-23 Budget Transfers                                                                                                                                                                                                                                                                                                                                                                  |
| 2. | Approval of School District Depositories Resolution for 2023-24<br><br>BE IT RESOLVED, that the following financial institutions be appointed as depositories for the school year beginning July 1, 2023.<br><br>Fulton Bank - General Fund, Real Estate Tax Receipts, Activity Funds, Checking Market Rate “NOW” Accounts, Activity Funds, Insurance Claims Account, Payroll “NOW” Account, Cafeteria “NOW” Account |

|    |                                                                                                                                                                                                                                                                                                                                            |                                     |                               |                |              |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------|----------------|--------------|
|    | TD Wealth Management and Wilmington Trust – paying agents for school district sinking fund accounts                                                                                                                                                                                                                                        |                                     |                               |                |              |
|    | PA School District Liquid Asset Fund (PSDLAF), PA Local Government Investment Trust (PLGIT), Commonwealth of PA INVEST, Fulton Financial Services (CRIMS) - General Fund, Capital Projects Funds, and Payroll Funds                                                                                                                        |                                     |                               |                |              |
|    | All funds on deposit with banks are insured to \$250,000 by Federal Deposit Insurance Corporation with excess funds collateralized in accordance with PA Act 72 and Board Policy 609. All funds on deposit with local government investment pools are collateralized in accordance with PA School Code, PA Statutes, and Board Policy 609. |                                     |                               |                |              |
| 3. | Approval of 2023-24 Food Service Contract Addendum                                                                                                                                                                                                                                                                                         |                                     |                               |                |              |
| 4. | Approval to Commit/Assign Fund Balances – Commit a fund balance for health care stabilization, and assign fund balances for alternative education, athletics, millage rate stabilization, property assessment fluctuations, and future staffing needs                                                                                      |                                     |                               |                |              |
| 5. | Approval for Food Service Equipment Purchases for the 2023-24 Year in the amount of \$427,320.                                                                                                                                                                                                                                             |                                     |                               |                |              |
| 6. | Approval to Advertise Naming of Greystone Elementary School Library after James R. Scanlon                                                                                                                                                                                                                                                 |                                     |                               |                |              |
| 7. | Approval of 2023-24 Capital Reserve Project Awards                                                                                                                                                                                                                                                                                         |                                     |                               |                |              |
|    | Project #                                                                                                                                                                                                                                                                                                                                  | Description                         | Vendor                        | Project Budget | Award Amount |
|    | G-144                                                                                                                                                                                                                                                                                                                                      | District-wide Playground            | George Ely Associates         | \$100,000      | \$108,856    |
|    | G-153                                                                                                                                                                                                                                                                                                                                      | Install Library/ Courtyard Door RHS | TE Construction Services, LLC | \$16,000       | \$24,215     |
| 8. | Approval of Revised Thresholds for Construction Project Change Orders                                                                                                                                                                                                                                                                      |                                     |                               |                |              |
| 9. | Approval of Contract for Elementary School Architects in the amount of 5.25% of construction bids and awarded alternates to the Schrader Group for renovations and additions to Hillsdale Elementary School and Starkweather Elementary School.                                                                                            |                                     |                               |                |              |

#### Policy Review Committee

|    |                                                                                                     |
|----|-----------------------------------------------------------------------------------------------------|
| 1. | Approval of Revised Policy 113.1: Discipline of Students with Disabilities, Second Reading          |
| 2. | Approval of Revised Policy 216: Student Records, Second Reading                                     |
| 3. | Approval of Revised Policy 218: Student Discipline, Second Reading                                  |
| 4. | Approval of New Administrative Guideline 830AG1: Electronic Data Storage Guidelines, Second Reading |
| 5. | Approval of Revised Policy 006.3: Broadcasting Board Meetings, Second Reading                       |
| 6. | Approval of Revised Policy 009: Policy Development, Second Reading                                  |
| 7. | Approval of Revised Policy 103 Discrimination/ Sexual Harassment Affecting Students, First Reading  |

|     |                                                                                                                                                           |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8.  | Approval of Revised Policy 113.2 Behavior Intervention, First Reading                                                                                     |
| 9.  | Approval of Revised Policy 137 Home Education Programs, First Reading                                                                                     |
| 10. | Approval to Retire Administrative Guideline 137AG1 Home Education Programs Non-District Programs Guidelines, First Reading                                |
| 11. | Approval of Revised Policy 137.1 Extracurricular Participation by Home Education Students, First Reading                                                  |
| 12. | Approval of New Policy 137.2 Participation in Cocurricular Activities and Academic Courses by Home Education Students, First Reading                      |
| 13. | Approval of New Administrative Guideline 137.2AG1 Participation in Cocurricular Activities and Academic Courses by Home Edu Stu Guidelines, First Reading |
| 14. | Approval of New Policy 137.3 Participation in Career and Technical Education Programs by Home Edu Students, First Reading                                 |
| 15. | Approval of Revised Policy 204 Attendance, First Reading                                                                                                  |
| 16. | Approval to Retire Administrative Guideline 204AG3: Attendance Guidelines – WC Cyber Program, First Reading                                               |
| 17. | Approval of Revised Policy 215 Promotion & Retention, First Reading                                                                                       |
| 18. | Approval of Revised Administrative Guideline 218AG1 Student Discipline Guidelines, First Reading                                                          |
| 19. | Approval of Revised Policy 218.2 Terroristic Threats, First Reading                                                                                       |
| 20. | Approval of Revised Policy 218.3 Student Integrity, First Reading                                                                                         |

#### Other Business

|    |                                                                                                                                               |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Approval of School Board Treasurer's Report and Statement of Disbursements Summary Schedule for the Period of April 1, 2023 to April 30, 2023 |
| 2. | Approval of the April 30, 2023 Financial Report                                                                                               |
| 3. | Approval of Board Treasurer                                                                                                                   |
| 4. | Approval of Assistant Board Secretary                                                                                                         |

**On roll call vote to approve the above Consent Agenda Items, eight (8) members present voted “aye” with Director Whomsley abstaining. Motion carried 8-0-1.**

## IX. School Board Reports

***Education Committee*** — Director ***Durnell***

***Pupil Services Committee*** — Director ***Chester***

***Personnel Committee*** — Director ***Herrmann***

***Property and Finance Committee***— Vice President ***Bevilacqua***

### D-11. Approval of 2023-24 Homestead/Farmstead Resolution

***BOARD ACTION:*** It was moved by Vice President Bevilacqua and seconded by Director Herrmann to approve the 2023-24 Homestead/Farmstead Resolution which provides a tax reduction to each approved homestead and each approved farmstead property in the amount of \$170.41.

## WEST CHESTER AREA SCHOOL DISTRICT

### 2023-24 HOMESTEAD/FARMSTEAD EXCLUSION RESOLUTION

**RESOLVED**, this 24th day of May, 2023, by the Board of School Directors of the West Chester Area School District that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2023 under the provisions of the Homestead Property Exclusion Program Act (Act 50 of 1998, 53 Pa. C.S. § 8581 et seq.) and the Taxpayer Relief Act (Act 1 of 2006, as amended, 53 P.S. § 6926.101 et seq.) as follows:

1. **Aggregate Amount Available for Homestead and Farmstead Real Estate Tax Reduction** - The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2023:
  - a. **Gaming Tax Funds** - The Pennsylvania Department of Education ("PDE") has notified the School District that PDE will pay to the School District during the school year pursuant to 53 P.S. § 6926.505(b), a property tax reduction allocation funded by gaming tax funds, the amount of \$3,104,538.09.
  - b. **Sterling Tax Credit Reimbursement Funds** - PDE has notified the School District that PDE will pay to the School District during the school year pursuant to 53 P.S. § 6926.324(3), as reimbursement for Sterling Tax Credits claimed against the School District earned income tax by School District resident tax payers, the amount of \$1,065,071.86.
  - c. **Aggregate Amount Available** - Adding these amounts, the aggregate amount available during the school year for real estate tax reduction is \$4,169,609.95
2. **Homestead/Farmstead Numbers** - Pursuant to 53 Pa.C.S. § 8584(i), and 53 P.S. § 6926.341(g)(3), the county has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:
  - a. **Homestead Property Number** - The number of approved homesteads within the School District is 24,457.
  - b. **Farmstead Property Number** - The number of approved farmsteads within the School District is 11.
  - c. **Homestead/Farmstead Combined Number** - Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 24,468.
3. **Real Estate Tax Reduction Calculation** - The School Board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the paragraph 1c., aggregate amount available during the school year for

real estate tax reduction of \$4,169,609.95, by the paragraph 2c., aggregate number of approved homesteads and approved farmsteads of 24,468 the maximum real estate tax reduction amount applicable to each approved homestead and each approved farmstead is \$170.41.

4. **Homestead Exclusion Calculation for Chester County** - Dividing the paragraph 3 maximum real estate tax reduction amount of \$170.41, by the School District real estate tax rate in Chester County of 22.4364 mills (.0224364), the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead in Chester County is \$7,595 and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead in Chester County is \$7,595.
5. **Homestead Exclusion Calculation for Delaware County** - Dividing the paragraph 3 maximum real estate tax reduction amount of \$170.41, by the School District real estate tax rate in Delaware County of 9.9424 mills (.0099424), the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead in Delaware County is \$17,140, and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead in Delaware County is \$17,140.
6. **Homestead/Farmstead Exclusion Authorization for July 1 Tax Bills** - The tax notice issued to the owner of each approved homestead within the School District shall reflect the homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the county established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$7,595 for Chester County and \$17,140 for Delaware County. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the county established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$7,595 for Chester County and \$17,140 for Delaware County. For purposes of this Resolution, "approved homestead" and "approved farmstead" shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to 53 P.S. § 6926.341(g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 6 shall apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year which will be issued on or promptly after July 1 and will not apply to interim real estate tax bills.

ATTEST:

WEST CHESTER AREA SCHOOL BOARD

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Secretary

By: \_\_\_\_\_  
President

On roll call vote, all members present voted “aye.” Motion carried 9-0.

**D-12. Approval of the Final Budget Resolution for 2023-24 Fiscal Year**

**BOARD ACTION:** It was moved by Vice President Bevilacqua and seconded by Director Christy to approve the Final Budget Resolution for 2023-24 Fiscal Year in the amount of \$302,294,995.

**WEST CHESTER AREA SCHOOL DISTRICT**

***FINAL BUDGET RESOLUTION for the 2023-24 FISCAL YEAR***

**Whereas**, School Code section 687, 24 P.S. § 6-687, requires the Board of School Directors to adopt a Final Budget for the 2023-24 fiscal year no later than June 30, 2023; and

**Whereas**, the Board of School Directors of the West Chester Area School District at the regular meeting of the Board, held April 24, 2023 did adopt a Proposed Budget for the year July 1, 2023 to June 30, 2024 on Pennsylvania Department of Education (PDE) form 2028; and

**Whereas**, the Proposed Budget was made available for public inspection at least twenty (20) days prior to adoption of the Final Budget as required by School Code section 687; and

**Whereas**, ten (10) days public notice was given in a newspaper of general circulation prior to the adoption of the Final Budget as required by School Code section 687; and

**Now Therefore be it RESOLVED**, this 24th day of May, 2023 by the Board of School Directors of the West Chester Area School District, that:

1. Having made revisions and changes therein deemed advisable, the Board of School Directors hereby adopts the Final Budget for the 2023-24 fiscal year, a copy of which is attached, for the total appropriation from the General Funds of \$302,294,995.
2. The Board of School Directors hereby authorizes the aforementioned appropriations as set forth in the Final Budget.

ATTEST:

WEST CHESTER AREA SCHOOL BOARD

\_\_\_\_\_  
Secretary

By: \_\_\_\_\_  
President

On roll call vote, eight (8) members present voted “aye” and Director Whomsley voted ‘nay’. Motion carried 8-1.

**D-13. Approval of Annual Tax Levy Resolution for 2023-24 Fiscal Year**

**BOARD ACTION:** It was moved by Vice President Bevilacqua and seconded by Director Detre to approve the Annual Tax Levy Resolution for the 2023-24 fiscal year which authorizes a real estate tax levy in the amount of 22.4364 mills for Chester County and 9.9424 mills for Delaware County, a deed transfer tax levy in the amount of .5% and an earned income tax levy in the amount of 1%.

**WEST CHESTER AREA SCHOOL DISTRICT**

***ANNUAL TAX LEVY RESOLUTION for the 2023-24 FISCAL YEAR***

**RESOLVED**, this 24<sup>th</sup> day of May, 2023, by the Board of School Directors of the West Chester Area School District, that taxes are levied for school purposes for the school year beginning July 1, 2023, subject to the provisions of the Local Tax Collection Law, as follows:

1. **REAL ESTATE TAX** at the rate of Twenty Two and Four Thousand Three Hundred Sixty-Four Ten-Thousandths (22.4364) MILLS, or 2.24364 per one hundred dollars of assessed valuation of taxable real property in the Townships of East Bradford, East Goshen, Thornbury, West Goshen, Westtown, West Whiteland, and in the Borough of West Chester, all of Chester County, Pennsylvania; and at the rate of Nine and Nine Thousand Four Hundred Twenty Four Ten-Thousandths (9.9424) MILLS, or 0.99424 per one hundred dollars of assessed valuation of taxable real property in the Township of Thornbury, Delaware County, Pennsylvania.
2. **DEED TRANSFER TAX** at the rate of one-half of one percent (.5%) shall continue upon all deeds transferring or conveying any interest on real estate situated wholly or partly in the above-named municipalities.
3. **EARNED INCOME TAX** at the rate of one percent (1%) shall continue upon income as defined in, and in conformity with, all of the provisions of Act 511 of 1965, its supplements and amendments, and hereby appoints Keystone Collections Group as Earned Income Tax Collector and Administrator.
4. The provisions of this resolution are severable and, if any section, clause, sentence, part or provision is determined to be illegal, invalid or unconstitutional, such determination will not affect or impair any of the remaining sections, clauses, sentences, parts or provisions of this resolution. It is declared to be the intent of this school district that this resolution would have been adopted even if any such illegal, invalid or unconstitutional section, clause, sentence, part or provision had not been included in this resolution.

ATTEST:

WEST CHESTER AREA SCHOOL BOARD

\_\_\_\_\_  
Secretary  
May 24, 2023

By: \_\_\_\_\_  
President

**On roll call vote, eight (8) members present voted “aye” and Director Whomsley voted ‘nay’. Motion carried 8-1.**

#### **D.10 Approval of Resolution Authorizing Response to PDE Act 44 Auditee Reporting Form**

**BOARD ACTION:** It was moved by Vice President Bevilacqua and seconded by Director Fleming to approve the Resolution Authorizing Response to PDE Act 44 Auditee Reporting Form.

#### **RESOLUTION**

**WHEREAS**, the Pennsylvania Department of the Auditor General (the “Department”), on January 25, 2023, issued a Performance Audit Report titled: “School Districts – General Fund Balances: Applying for Referendum Exceptions, Designation Funds and Increasing Taxes”, covering the period of July 1, 2017 through June 30, 2021 (the “Report”); and

**WHEREAS**, the West Chester Area School District (“District”) was one of twelve school districts selected for the performance audit; and

**WHEREAS**, no findings were made by the Department for the District in the Report; and

**WHEREAS**, five recommendations were made by the Department for the District in the Report; and

**WHEREAS**, the District is required to provide a response to the Department on the Department’s Act 44 Auditee Reporting Form.

**NOW THEREFORE BE IT RESOLVED**, this 24th day of May, 2023, the West Chester Area School District Board of School Directors (the “Board”) hereby adopts Recommendations #3 and 5 in the Report and takes notice of Recommendations #1, 2, and 4, as set forth on the Act 44 Auditee Reporting Form, attached hereto as Exhibit “A” (the “Response”);

**BE IT FURTHER RESOLVED**, the Board authorizes the Superintendent and Director of Business Affairs to sign and submit the Response to the Department, and take such other steps as may be necessary carry out the adopted recommendations.

ATTEST:

WEST CHESTER AREA SCHOOL BOARD

\_\_\_\_\_  
Secretary

By: \_\_\_\_\_  
President

**On roll call vote, eight (8) members present voted “aye” and Director Whomsley voted ‘nay’. Motion carried 8-1.**

***Policy Review Committee - Director Fleming***

**E-21. Approval to waive the 1st and 2nd Reading Requirements and allow final board approval for Administrative Guideline 140AG2: Procedures for Consideration of Charter School Applications**

**BOARD ACTION:** It was moved by Director Fleming and seconded by Director Detre to approve the waiving of the 1st and 2nd Reading Requirements and allowing final board approval for Administrative Guideline 140AG2: Procedures for Consideration of Charter School Applications

**On roll call vote, all members present voted “aye.” Motion carried 9-0.**

**Other Reports**

*Intermediate Unit - Director Durnell*

*Legislative Liaison – Director Fleming*

*Equity Report - Director Durnell*

**X. Other Business**

**X-5. Approval of Levin Legal Group Agreement**

**BOARD ACTION:** It was moved by Director Durnell and seconded by Director Herrmann to approve the Levin Legal Group Agreement.

**On roll call vote, all members present voted “aye.” Motion carried 9-0.**

**X-6. Approval of the West Chester Area School District Flexible Instructional Day (FID) Program Application for 2023-24 SY**

**BOARD ACTION:** It was moved by Director Durnell and seconded by Director Fleming to approve the West Chester Area School District Flexible Instructional Day (FID) Program Application for 2023-24 SY.

On roll call vote, all members present voted “aye.” Motion carried 9-0.

## XI. Comments from Residents

| Name              | Subject of Testimony                   |
|-------------------|----------------------------------------|
| Stephanie Beisser | Bullying, harassment at Fugett MS      |
| Gemma Hrevatis    | Bullying, School safety                |
| Eric Bascelli     | Bullying, School safety                |
| Jen Frasca        | Bullying, harassment at Fugett MS      |
| Joanne Yurchak    | Teacher training suggestion            |
| Adrienne Shearer  | Bullying, harassment at Fugett MS      |
| Khaj Panossian    | School policy, teaching, initiatives   |
| William Wood      | Rhetoric at meetings                   |
| Neill Reidy       | Security at Fugett MS                  |
| Wayne McKillop    | Fighting, bullying at Fugett MS        |
| Trena Franklin    | Discipline at Fugett MS                |
| Chris McCune      | Thank you and student rep. recognition |

President Tiernan read the following quote, “Educating the mind without educating the heart is no education at all.” ~Aristotle

President Tiernan announced that the School Board met last night, May 23<sup>rd</sup>, to interview Search Firms to take us through the process of selecting and hiring a permanent superintendent that will start in January 2024.

## XII. Adjournment

**BOARD ACTION:** On motion by Director Detre, seconded by Director Durnell, the Board, on voice vote, agreed to adjourn at 9:11 p.m.

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Board Secretary

## I. Removal from Payroll

|     |                                                                                                                 |
|-----|-----------------------------------------------------------------------------------------------------------------|
| a.  | Resignations                                                                                                    |
| 1.  | Katharine Briglia, 1.0 Staff Nurse at Peirce MS, effective 6/13/23.                                             |
| 2.  | Candiss Brooks, 1.0 Grade 4 Teacher at Greystone ES, effective 6/13/23.                                         |
| 3.  | Grace Cataldo, 1.0 Special Education Teacher (Life Skills) at Peirce MS, effective 6/13/23.                     |
| 4.  | Dr. Nicole Forrest, 1.0 Assistant Principal at East HS, effective TBD.                                          |
| 5.  | Jacklyn Litwas, 1.0 Family Consumer Science Teacher at Fugett MS, effective 6/13/23.                            |
| 6.  | Brandon Marabella, 1.0 Science Teacher at Henderson HS, effective TBD.                                          |
| 7.  | Darryl Perecko, 1.0 School Counselor Long Term Substitute at Henderson, effective 5/31/23.                      |
| 8.  | Cory Rank, 1.0 Grounds Mechanic III at Warehouse, effective 5/26/23.                                            |
| 9.  | Lauren Ross, 1.0 Grade 1 Teacher at Mary C. Howse ES, effective 6/13/23.                                        |
| 10. | Jessica Salley, 1.0 Guidance Counselor at Mary C. Howse ES, effective TBD.                                      |
| b.  | Retirements                                                                                                     |
| 1.  | JeanMarie Graf, 1.0 Special Education Paraprofessional at Henderson HS, effective 6/13/23. 20 years of service. |
| 2.  | Dion Kelly, 1.0 Head Custodian at Stetson MS, effective 6/13/23. 25 years of service.                           |
| 3.  | Richard Mitchell, 1.0 Assistant Principal at Fugett MS, effective 7/5/23. 16 years of service.                  |
| c.  | Termination                                                                                                     |
| 1.  | Larry Jackson, 1.0 2 <sup>nd</sup> Shift Custodian at Henderson HS, effective 6/26/23.                          |

## II. Additions to Payroll

|    |                              |                                                                                                                                                              |
|----|------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| a. | Professional Staff: Contract |                                                                                                                                                              |
| 1. | Megan Archey                 |                                                                                                                                                              |
|    | Placement                    | 1.0 Social Studies Teacher at Henderson HS, Temporary Professional Employee (Non-Tenured), effective 8/21/23, Level 1, Step 3, \$56,571.                     |
|    | Education                    | Bachelor of Science from Pennsylvania State University 2017-2021                                                                                             |
|    | Experience                   | Social Studies Teacher at School District of Philadelphia 8/2021-current                                                                                     |
|    | Certification                | Instructional I, Comprehensive Social Studies                                                                                                                |
| 2. | Daniel Casey                 |                                                                                                                                                              |
|    | Placement                    | 1.0 Health/Physical Education Teacher at Westtown Thornbury ES, Temporary Professional Employee (Non-Tenured), effective 8/21/23, Level 5, Step 8, \$68,734. |
|    | Education                    | Bachelor of Science from West Chester University 2005-2010, Masters of Business Administration from Saint Leo University 2013-2016                           |
|    | Experience                   | Teacher at Downingtown Area School District 10/2021-current, K-5 STEAM Teacher at Palm Beach County School District 9/2017-6/2021                            |

Recommendations  
Supplement to the Agenda – June 26, 2023 p.2

|    |                  |                                                                                                                                                                                                                              |
|----|------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    | Certification    | Instructional I, Health & Physical Education                                                                                                                                                                                 |
|    |                  |                                                                                                                                                                                                                              |
| 3. | Megan Clerico    |                                                                                                                                                                                                                              |
|    | Placement        | 1.0 Math Teacher at .6 Henderson HS/.4 Stetson MS, Temporary Professional Employee (Non-Tenured), effective 8/21/23, Level 8, Step 2, \$68,083.                                                                              |
|    | Education        | Bachelor of Science from Fairmont State University, WV 2015-2019, Bachelor of Arts from West Chester University 2021-2023, Master's of Business Administration from Lake Erie College 2019-2021                              |
|    | Experience       | Building Substitute at Westtown Thornbury ES with Kelly Education Services 3/2021-1/2023                                                                                                                                     |
|    | Certification    | Instructional I, Mathematics Grades 4-8                                                                                                                                                                                      |
|    |                  |                                                                                                                                                                                                                              |
| 4. | Lauren Corcoran  |                                                                                                                                                                                                                              |
|    | Placement        | 1.0 Special Education Teacher at Penn Wood ES, Temporary Professional Employee (Non-Tenured), effective 8/21/23, Level 7, Step 8, \$72,455 + \$1,000 Special Education Stipend.                                              |
|    | Education        | Bachelor of Science from University of Delaware 2011-2015, Master of Arts from Relay Graduate School of Education 2016-2018, Masters in Education from University of Delaware 2019-2020                                      |
|    | Experience       | Grade 5 Teacher & Team Lead at Colonial school District, DE 8/2018-current, Grade 2 Teacher at Kuumba Academy Charter School, DE 6/2016-8/2018                                                                               |
|    | Certification    | Instructional I, Special Education - pending                                                                                                                                                                                 |
|    |                  |                                                                                                                                                                                                                              |
| 5. | Andrew Criscuolo |                                                                                                                                                                                                                              |
|    | Placement        | 1.0 Special Education Teacher at Rustin HS, Temporary Professional Employee (Non-Tenured), effective 8/21/23, Level 3, Step 3, \$59,106 + \$1,000 Special Education Stipend                                                  |
|    | Education        | Bachelor of Science from West Chester University 2020-2022                                                                                                                                                                   |
|    | Experience       | 1.0 Special Education Long Term Teacher at East Bradford ES 3/2023-current, Substitute Teacher with Substitute Teacher Service 1/9/23-3/2023, Autistic Support Paraprofessional with Kelly Education Services 12/2021-6/2022 |
|    | Certification    | Instructional I, Early Childhood N-3, Special Education N-12                                                                                                                                                                 |
|    |                  |                                                                                                                                                                                                                              |
| 6. | Christina Flores |                                                                                                                                                                                                                              |
|    | Placement        | 1.0 Music Teacher at Starkweather ES, Temporary Professional Employee (Non-Tenured), effective 8/21/23, Level 1, Step 1, \$53,223.                                                                                           |
|    | Education        | Bachelor of Science from Millersville University 2019-2023                                                                                                                                                                   |
|    | Experience       | Music Teacher at Music for Everyone 1/2022-1/2023, Substitute Music Teacher at Delco Let There Be Rock School 2/2023-12/2023                                                                                                 |
|    | Certification    | Instructional I, Music                                                                                                                                                                                                       |
|    |                  |                                                                                                                                                                                                                              |
| 7. | Stacy Hess       |                                                                                                                                                                                                                              |
|    | Placement        | 1.0 Intervention Specialist at Fugett MS, Temporary Professional Employee (Non-Tenured), effective 8/21/23, Level 7, Step 8, \$72,455.                                                                                       |

Recommendations  
Supplement to the Agenda – June 26, 2023 p.3

|     |                   |                                                                                                                                                                                                                  |
|-----|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     | Education         | Bachelor of Arts from University of Delaware 1995-1999, Masters of Social Work from Widener University 2000-2002                                                                                                 |
|     | Experience        | Mental Health Specialist at CCIU 8/2018-current, Program Therapist at Main Line Health/American Day Treatment Center 10/2004-6/2014                                                                              |
|     | Certification     | Educational Specialist I, Social Worker                                                                                                                                                                          |
|     |                   |                                                                                                                                                                                                                  |
| 8.  | Charles Hutchison |                                                                                                                                                                                                                  |
|     | Placement         | 1.0 Social Studies Teacher at Henderson HS, Temporary Professional Employee (Non-Tenured), effective 8/21/23, Level 5, Step 3, \$63,500.                                                                         |
|     | Education         | Bachelor of Arts from Gonzaga University 2002-2006, Master of Arts from Columbia University 2020-2021                                                                                                            |
|     | Experience        | Grade 8 Social Studies Teacher at Beverly Hills Middle School 9/2022-current, Grade 7 Social Studies Head Teacher at The Quad Preparatory School, NY 8/2021-8/2022                                               |
|     | Certification     | Instructional I, Social Studies                                                                                                                                                                                  |
|     |                   |                                                                                                                                                                                                                  |
| 9.  | Lori Mapes        |                                                                                                                                                                                                                  |
|     | Placement         | 1.0 Grade 3 Teacher at Westtown Thornbury ES, Temporary Professional Employee (Non-Tenured), effective 8/21/23, Level 5, Step 7, \$67,502.                                                                       |
|     | Education         | Bachelor of Science from University of Delaware 2007-2011, Master of Arts from West Chester University 2019-2022                                                                                                 |
|     | Experience        | Long Term Substitute Teacher at West Chester Area School District 8/2022-present, Teacher at Immaculate Hear of Mary School, DE 8/2011-8/2022                                                                    |
|     | Certification     | Instructional I, Elementary K-4, Grades 4-8 English Language Arts                                                                                                                                                |
|     |                   |                                                                                                                                                                                                                  |
| 10. | Peyton Powell     |                                                                                                                                                                                                                  |
|     | Placement         | 1.0 Science Teacher (Earth & Space) at Rustin HS, Temporary Professional Employee (Non-Tenured), effective 8/21/23, Level 1, Step 3, \$56,571.                                                                   |
|     | Education         | Bachelor of Science from Millersville University 2016-2020                                                                                                                                                       |
|     | Experience        | Upper School Science Teacher at Woodlynde School 6/2021-current                                                                                                                                                  |
|     | Certification     | Instructional I, Earth & Space Science                                                                                                                                                                           |
|     |                   |                                                                                                                                                                                                                  |
| 11. | Jennifer Rose     |                                                                                                                                                                                                                  |
|     | Placement         | .7 Social Studies Teacher at .5 Henderson HS/.2 Stetson MS, Temporary Professional Employee (Non-Tenured), effective 8/21/23, Level 5, Step 3, \$63,502 x.7=\$44,451.                                            |
|     | Education         | Bachelor of Arts from Marymount Manhattan College, NY 2001-2004, Master of Science from CUNY-Hunter College 2011-2013                                                                                            |
|     | Experience        | Gifted Long Term Substitute/Building Substitute at Henderson HS 1/26/22-current, Substitute Teacher at Henderson HS 2017-2018, Grade 6 and 9 Global History Teacher at NYC Department of Education 9/2013-6/2016 |
|     | Certification     | Instructional I, Social Studies                                                                                                                                                                                  |
|     |                   |                                                                                                                                                                                                                  |

Recommendations  
Supplement to the Agenda – June 26, 2023 p.4

|     |                     |                                                                                                                                                                                                                                                                                           |
|-----|---------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 12. | Cailey Ryan         |                                                                                                                                                                                                                                                                                           |
|     | Placement           | 1.0 Athletic Trainer at East HS, Temporary Professional Employee (Non-Tenured), effective 8/21/23, Group 2, MS+15, \$59,930.                                                                                                                                                              |
|     | Education           | Bachelor of Science from West Chester University 2011-2015, Master of Science from James Madison University 2015-2017                                                                                                                                                                     |
|     | Experience          | Assistant Athletic Trainer at Villanova University 7-2017-current, Graduate Assistant Athletic Trainer at James Madison University 8/2015-5/2017                                                                                                                                          |
|     | Certification       | Non-Certified                                                                                                                                                                                                                                                                             |
| 13. | Lauren Shlossman    |                                                                                                                                                                                                                                                                                           |
|     | Placement           | 1.0 Social Studies Teacher at East HS, Temporary Professional Employee (Non-Tenured), effective 8/21/23, Level 5, Step 8, \$68,734.                                                                                                                                                       |
|     | Education           | Bachelor of Arts from State University of New York University at Albany 2003-2007, Master of Science from Drexel University 2011-2017                                                                                                                                                     |
|     | Experience          | Dual Enrollment Adjunct Teacher at Immaculata University/Avon Grove Charter School 9/2021-5/2023, 7 <sup>th</sup> /8 <sup>th</sup> Grade US History Teacher at Avon Grove Charter School 3/2015-6/2021, Building/Permanent Substitute Teacher at Avon Grove Charter School 10/2014-3/2015 |
|     | Certification       | Instructional II, Social Studies                                                                                                                                                                                                                                                          |
| 14. | Chayla Smith        |                                                                                                                                                                                                                                                                                           |
|     | Placement           | 1.0 Social Studies Teacher at .8 Rustin HS/.2 Fugett MS, Temporary Professional Employee (Non-Tenured), effective 8/21/23, Level 1, Step 2, \$55,664.                                                                                                                                     |
|     | Education           | Bachelor of Arts from West Chester University 2018-2022                                                                                                                                                                                                                                   |
|     | Experience          | Social Studies Teacher at Colonial School District, DE 1/2023-current                                                                                                                                                                                                                     |
|     | Certification       | Instructional I, Social Studies - Pending                                                                                                                                                                                                                                                 |
| 15. | Connor Tabak        |                                                                                                                                                                                                                                                                                           |
|     | Placement           | 1.0 Special Education Teacher (Autistic Support) at Fugett MS, Temporary Professional Employee (Non-Tenured), effective 8/21/23, Level 5, Step 3, \$63,502 + \$1,000 Special Education Stipend.                                                                                           |
|     | Education           | Bachelor of Arts from Muhlenberg College 2012-2016, Master of Science from Drexel University 2019-2023                                                                                                                                                                                    |
|     | Experience          | Registered Behavior Technician at CCRES 6/2017-current, Support Staff at Quest Therapeutic Services 7/2022 – 4/2023, Direct Support Professional at Devereux Advanced Behavioral Health 11/2016-7/2017                                                                                    |
|     | Certification       | Instructional I, Special Education N-12                                                                                                                                                                                                                                                   |
| 16. | Robert (Zach) Young |                                                                                                                                                                                                                                                                                           |
|     | Placement           | .7 Science Teacher (Biology) at Henderson HS, Temporary Professional Employee (Non-Tenured), effective 8/21/23, Level 5, Step 3, \$63,502 x .7 = \$44,451.                                                                                                                                |

Recommendations  
Supplement to the Agenda – June 26, 2023 p.5

|     |                                          |                                                                                                                                                                                                                                                                                  |
|-----|------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     | Education                                | Bachelor of Science from West Chester University 2006-2010, Master of Science from Saint Joseph's University 2017-2020                                                                                                                                                           |
|     | Experience                               | Grade 8 Science Long Term Substitute at Radnor Township School District 8/2021-current, Grade 8 Science Long Term Substitute at T/E School District 8/2020-6/2021                                                                                                                |
|     | Certification                            | Instructional I, General Science, Biology                                                                                                                                                                                                                                        |
| 17. | Melissa Zimmerman                        |                                                                                                                                                                                                                                                                                  |
|     | Placement                                | 1.0 Special Education Teacher (Autistic Support) at East Goshen ES, Temporary Professional Employee (Non-Tenured), effective 8/21/23, Level 5, Step 6, \$66,502 + \$1,000 Special Education Stipend.                                                                             |
|     | Education                                | Bachelor of Arts from Neumann College 2001-2005, Master of Arts from Concordia University                                                                                                                                                                                        |
|     | Experience                               | Preschool Special Education at Chester County Intermediate Unit 1/2019-current, Long Term Substitute at Chester County Intermediate Unit 5/2018-1/2019, Paraprofessional with EBS Health Care 9/2017-5/2018, Director of Child Care at Westtown Children's Academy 7/2015-9/2017 |
|     | Certification                            | Instructional I, Early Childhood N-3, Elementary K-6, Special Education N-12                                                                                                                                                                                                     |
| b.  | Professional Staff: Long Term Substitute |                                                                                                                                                                                                                                                                                  |
| 1.  | Catherine Bonsall                        |                                                                                                                                                                                                                                                                                  |
|     | Placement                                | 1.0 Grade 2 Teacher at Glen Acres ES, Temporary Professional Employee (Non-Tenured), effective 11/20/23, Level 1, Step 1, \$50,561. During Ms. Mountain's leave of absence.                                                                                                      |
|     | Education                                | Bachelor of Arts from West Chester University 2017-2021                                                                                                                                                                                                                          |
|     | Experience                               | 1.0 Kindergarten Long Term Substitute at East Bradford ES 8/2022-6/2023, Grade 3 Long Term Substitute at West Chester Area School District 8/2021-6/2022, PDS Intern at Fern Hill ES 2020-2021                                                                                   |
|     | Certification                            | Instructional I, Elementary K-4                                                                                                                                                                                                                                                  |
| 2.  | Carole Doyle                             |                                                                                                                                                                                                                                                                                  |
|     | Placement                                | 1.0 Grade 2 Teacher at Westtown-Thornbury ES, Temporary Professional Employee (Non-Tenured), effective TBD, Level 1, Step 1, \$50,561. During Ms. Demi's leave of absence.                                                                                                       |
|     | Education                                | Bachelor of Arts from Saint Joseph's University 1983-1987, Master of Arts from Georgian Court University, NJ 1990-1993                                                                                                                                                           |
|     | Experience                               | Building Substitute with Kelly Education Services 10/2019-current, Elementary Teacher at St. James Elementary School, NJ 9/1989-5/1995, Grade 8 Teacher at St. Catharine School, NJ 9/1987-5/1989                                                                                |
|     | Certification                            | Instructional I, Elementary K-6                                                                                                                                                                                                                                                  |
| 3.  | Hannah Gottlieb                          |                                                                                                                                                                                                                                                                                  |
|     | Placement                                | 1.0 Grade 1 Teacher at Glen Acres ES, Temporary Professional Employee (Non-Tenured), effective 8/21/23, Level 1, Step 1, \$50,561. During Ms. Malikowski's leave of absence.                                                                                                     |
|     | Education                                | Bachelor of Science from Towson University 2017-2021                                                                                                                                                                                                                             |

Recommendations  
Supplement to the Agenda – June 26, 2023 p.6

|    |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|----|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    | Experience        | Grade 1 Long Term Substitute Teacher at Fern Hill ES 8/2022-6/2023, 1.0 Special Education Long Term Substitute at West Chester Area School District 8/2021-6/2022                                                                                                                                                                                                                                                                     |
|    | Certification     | Instructional I, Special Education PreK-8, Elementary K-4                                                                                                                                                                                                                                                                                                                                                                             |
|    |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 4. | Joanne Harley     |                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|    | Placement         | 1.0 Grade 3 Teacher at Hillsdale ES, Temporary Professional Employee (Non-Tenured), effective 8/21/23, Level 1, Step 1, \$50,561. During Ms. Sciola's leave of absence.                                                                                                                                                                                                                                                               |
|    | Education         | Bachelor of arts from Fort Lewis College, CO 1996-2000, Master of Arts from Lesley University, MA 2005-2007                                                                                                                                                                                                                                                                                                                           |
|    | Experience        | Building Substitute with Kelly Education Services 2/2022-current, Grades 2-6 Teacher at National School District, CA 8/2007-6/2020, Grade 1-2 Teacher at Durango School District 9-R, CO 1/2001-5/2007                                                                                                                                                                                                                                |
|    | Certification     | Instructional I, Elementary K-4                                                                                                                                                                                                                                                                                                                                                                                                       |
|    |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 5. | Victoria Hodgson  |                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|    | Placement         | 1.0 Grade 4 Teacher at Glen Acres ES, Temporary Professional Employee (Non-Tenured), effective 11/17/23, Level 1, Step 1, \$50,561. During Ms. Knoell's leave of absence.                                                                                                                                                                                                                                                             |
|    | Education         | Bachelor of Science from West Chester University 2018-2022                                                                                                                                                                                                                                                                                                                                                                            |
|    | Experience        | Building Substitute at West Chester Area School District with Kelly Education Services 9/2022-current                                                                                                                                                                                                                                                                                                                                 |
|    | Certification     | Instructional I, Early Childhood N-3                                                                                                                                                                                                                                                                                                                                                                                                  |
|    |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 6. | Casey Kohlbrenner |                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|    | Placement         | 1.0 Grade 3 Teacher at Glen Acres ES, Temporary Professional Employee (Non-Tenured), effective 8/21/23, Level 1, Step 1, \$50,561. During Ms. McCartney's leave of absence.                                                                                                                                                                                                                                                           |
|    | Education         | Bachelor of Science from West Chester University 2018-2023                                                                                                                                                                                                                                                                                                                                                                            |
|    | Experience        | Assistant Group Supervisor at A Child's Place 1/2023-current                                                                                                                                                                                                                                                                                                                                                                          |
|    | Certification     | Instructional I, Elementary K-4 - Pending                                                                                                                                                                                                                                                                                                                                                                                             |
|    |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 7. | Marie Mullarkey   |                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|    | Placement         | 1.0 Grade 1 Teacher at Starkweather ES, Professional Employee (Tenured), effective 8/21/23, Level 1, Step 1, \$50,561. During Ms. Nikish's leave of absence.                                                                                                                                                                                                                                                                          |
|    | Education         | Bachelor of Science from Shippensburg University 1995-1999, Master of Science from Cabrini College 2002-2007, Certification Program from Point Park University 2021-2022                                                                                                                                                                                                                                                              |
|    | Experience        | Grade 5 Long Term Substitute at Starkweather ES 8/2022-6/2023, Grade 2 Long Term Substitute at Starkweather ES 11/2021-3/2022, Building Substitute at Starkweather ES with Kelly Education Services 3/2021-11/2021, Adjunct Faculty at West Chester University 1/2014-8/2018, Independent Contractor for Early Intervention at Sunny Days, Springfield 10/2012-3/2017, Grade 1&2 Teacher at Springfield School District 1/2000-6/2009 |

Recommendations  
Supplement to the Agenda – June 26, 2023 p.7

|    |                                |                                                                                                                                                                                                                                                   |
|----|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    | Certification                  | Instructional II, Elementary K-6, Early Childhood N-3, Special Education N-12                                                                                                                                                                     |
| 8. | Stephanie Rue                  |                                                                                                                                                                                                                                                   |
|    | Placement                      | 1.0 Music Teacher (Strings) at .5 Hillsdale ES/.5 East Goshen ES, Temporary Professional Employee (Non-Tenured), effective 8/21/23, Level 1, Step 1, \$50,561. During Ms. Van Lenten's leave of absence.                                          |
|    | Education                      | Bachelor of Science from Millersville University 2015-2019                                                                                                                                                                                        |
|    | Experience                     | Private Lesson Music Teacher 6/1/2016-current                                                                                                                                                                                                     |
|    | Certification                  | Instructional I, Music - Pending                                                                                                                                                                                                                  |
| c. | Administrative Staff: Contract |                                                                                                                                                                                                                                                   |
| 1. | Kyle Forsyth, Jr.              |                                                                                                                                                                                                                                                   |
|    | Placement                      | 1.0 Assistant Principal at Stetson MS, effective TBD, \$119,137.                                                                                                                                                                                  |
|    | Education                      | Bachelor of Arts from West Chester University 2009-2012, Master of Science from University of Pennsylvania 2018-2019                                                                                                                              |
|    | Experience                     | Assistant Principal (Grade 5-8) at High Point Academy, CO 9/2022-current, Dean of Students and Culture (PreK-4 <sup>th</sup> Grade) 6/2020-9/2022, Middle School Science Teacher/Teacher Instructional Coach at Compass Academy, DO 7/2015-7/2020 |
|    | Certification                  | Administrative I, Principal K-12                                                                                                                                                                                                                  |
| 2. | John McGowan, IV               |                                                                                                                                                                                                                                                   |
|    | Placement                      | 1.0 Director of Technology at Spellman Education Center, effective TBD, \$182,849.                                                                                                                                                                |
|    | Education                      | Bachelor of Arts from Bloomsburg University 1993-1996, Master of Science from Lehigh University 5/2000                                                                                                                                            |
|    | Experience                     | Director of Technology at Wissahickon School District 11/2009-current, Director of Educational Technology at Upper Dublin School District 3/2002-11/2009, Director of Technology at Jenkintown School District 8/1996-3/202                       |
|    | Certification                  | Educational Administration, Principal K-12 Certification 7/2011, Instructional Technology Specialist, Certification 7/2000                                                                                                                        |
| d. | Support Staff: Non-Bargaining  |                                                                                                                                                                                                                                                   |
| 1. | Stephanie Alessi               |                                                                                                                                                                                                                                                   |
|    | Placement                      | .8 Staff Nurse at District, effective 8/21/23, \$31.05/hr.                                                                                                                                                                                        |
| 2. | Keith Davis                    |                                                                                                                                                                                                                                                   |
|    | Placement                      | 1.0 Building Automation Systems and Energy Controls Supervisor at Warehouse, effective TBD, \$99,200.                                                                                                                                             |
| 3. | Megan Guthrie                  |                                                                                                                                                                                                                                                   |
|    | Placement                      | 1.0 Board Certified Behavior Analyst (BCBA) at District, effective 8/21/23, \$73,000.                                                                                                                                                             |
| 4. | Kara Hiltwine                  |                                                                                                                                                                                                                                                   |
|    | Placement                      | 1.0 Board Certified Behavior Analyst (BCBA) at District, effective 8/21/23, \$65,000.                                                                                                                                                             |
| 5. | Trish Makos                    |                                                                                                                                                                                                                                                   |

Recommendations  
Supplement to the Agenda – June 26, 2023 p.8

|     |                                  |                                                                                                                                              |
|-----|----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|
|     | Placement                        | 1.0 Account Manager at Spellman Education Center, effective TBD, \$85,000.                                                                   |
| 6.  | Sarah Mattern                    |                                                                                                                                              |
|     | Placement                        | 1.0 Staff Nurse at Fugett MS, effective 8/21/23, \$31.05/hr.                                                                                 |
| 7.  | Amy Walsh                        |                                                                                                                                              |
|     | Placement                        | 1.0 Staff Nurse at Henderson HS, effective 8/21/23, \$31.05/hr.                                                                              |
| e.  | Support Staff: Contract          |                                                                                                                                              |
| 1.  | Lorimar Astacio                  |                                                                                                                                              |
|     | Placement                        | 1.0 2 <sup>nd</sup> Shift Custodian at District, 8 hrs./day, 5 days/week, 262 days/year, effective TBD, Group 5, Step 2, \$21.06/hr.         |
| 2.  | Maria Victoria Cruz              |                                                                                                                                              |
|     | Placement                        | 1.0 2 <sup>nd</sup> Shift Custodian at Hillsdale ES, 8 hrs./day, 5 days/week, 262 days/year, effective 6/20/23, Group 5, Step 2, \$21.06/hr. |
| f.  | Support Staff: Substitute - None |                                                                                                                                              |
| g.  | Temporary Summer Staff:          |                                                                                                                                              |
| 1.  | Omaira Alamo                     | 1.0 Summer Paraprofessional, effective 6/26/2023                                                                                             |
| 2.  | Nancy Angelucci                  | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023                                                                               |
| 3.  | Kathy Baer                       | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023                                                                               |
| 4.  | Heather Baker                    | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023                                                                               |
| 5.  | Barbara Bell                     | 1.0 Summer Paraprofessional, effective 6/26/2023                                                                                             |
| 6.  | Allison Benek                    | 1.0 Summer Paraprofessional, effective 6/26/2023                                                                                             |
| 7.  | Stacie Berglin                   | 1.0 Summer Paraprofessional, effective 6/26/2023                                                                                             |
| 8.  | Taya Black-Kobrynich             | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023                                                                               |
| 9.  | Kenneth Blythe                   | 1.0 Secondary Summer School/ Keystone Remediation Teacher, effective 6/26/2023                                                               |
| 10. | Karen Bowers                     | 1.0 Summer Paraprofessional, effective 6/26/2023                                                                                             |
| 11. | Beth Brunnquell                  | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023                                                                               |
| 12. | Christina Buckel                 | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023                                                                               |
| 13. | Carissa Carlin                   | 1.0 Keystone Remediation, effective 6/26/2023                                                                                                |
| 14. | Michelle Cassidy                 | 1.0 Jump Start Nurse effective 6/26/2023                                                                                                     |
| 15. | Ulese Cesarski                   | 1.0 Summer Paraprofessional, effective 6/26/2023                                                                                             |
| 16. | Lauren Corcoran                  | 1.0 ESY Elementary Teacher, effective 6/26/2023                                                                                              |
| 17. | Marissa Costello                 | 1.0 Secondary Summer School, effective 6/26/2023                                                                                             |
| 18. | Shannan Criscuolo                | 1.0 ESY Nurse, effective 6/26/2023                                                                                                           |
| 19. | Jennifer DAntonio                | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023                                                                               |
| 20. | Aaliyah Davis-Richardson         | 1.0 Summer Paraprofessional, effective 6/26/2023                                                                                             |

Recommendations  
Supplement to the Agenda – June 26, 2023 p.9

|     |                         |                                                                |
|-----|-------------------------|----------------------------------------------------------------|
| 21. | Leigh DiFerdinando      | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023 |
| 22. | Kimberly DiGiandomenico | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 23. | Sara Dougherty          | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023 |
| 24. | Denise Douglas          | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 25. | Jenna Ellis             | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 26. | Jennifer Eynon          | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 27. | Nicole Faggiola         | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023 |
| 28. | Betty Farrell           | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 29. | Susan Farrelly          | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023 |
| 30. | Erica Feeko             | 1.0 ESY Teacher/ In-home Tutor, effective 6/26/2023            |
| 31. | Jeffrey Ferguson        | 1.0 Secondary Summer School, effective 6/26/2023               |
| 32. | Christian Fischer       | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 33. | Mary Gadaletto          | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023 |
| 34. | Allison Garber          | 1.0 Summer Academy Secretary, effective 6/26/2023              |
| 35. | Robyn Gardner King      | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023 |
| 36. | Alexa Geiser            | 1.0 ESY Secondary Teacher, effective 6/26/2023                 |
| 37. | Benjamin Giordano       | 1.0 Keystone Remediation, effective 6/26/2023                  |
| 38. | Norene Gipe             | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 39. | Nina Guattery           | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 40. | Caitlin Gulli           | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023 |
| 41. | Fadia Haddad            | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 42. | Karen Higgins           | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 43. | Caitlin Hilt            | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 44. | Josephine Hoffman       | 1.0 ESY Elementary Teacher, effective 6/26/2023                |
| 45. | Colleen Holladay        | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023 |
| 46. | Niesha Jacobs           | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 47. | Brianna Joseph          | 1.0 ESY Teacher Substitute, effective 6/26/2023                |
| 48. | Yvonne Kalis            | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 49. | Allison Keefe           | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023 |
| 50. | Amber Keys              | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023 |
| 51. | Andrea Kuesel           | 1.0 ESY Mental Health Support Counselor, effective 6/26/2023   |
| 52. | Ryan Kulesza            | 1.0 Summer Academy Site Manager, effective 6/26/2023           |
| 53. | Jessica Tigue Lefler    | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023 |
| 54. | Heather Lipson          | 1.0 Elementary ESY Teacher, effective 6/26/2023                |
| 55. | Nicole Lockhart         | 1.0 Summer Programs Substitute, effective 6/26/2023            |

Recommendations  
Supplement to the Agenda – June 26, 2023 p.10

|     |                                |                                                                |
|-----|--------------------------------|----------------------------------------------------------------|
| 56. | Dorothea Macon                 | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 57. | Colleen McCusker               | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 58. | Carolyn McGaughey              | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023 |
| 59. | Russell McLain                 | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 60. | Connor Murphy                  | 1.0 ESY Teacher Substitute, effective 6/26/2023                |
| 61. | Jayanthi Nallathambi           | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 62. | Sylvia Neill                   | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 63. | Carol Nelson                   | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 64. | Gennaro Nicastro               | 1.0 Keystone Remediation, effective 6/26/2023                  |
| 65. | Alyssa Noone                   | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023 |
| 66. | Olaoluwayimika Osikoya Ayodele | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 67. | Luke Pereira-Ogan              | 1.0 Secondary Jump Start Teacher, effective 6/26/2023          |
| 68. | Jackie Pester                  | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023 |
| 69. | Atiya Pettit                   | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023 |
| 70. | Hope Phillips                  | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023 |
| 71. | Patricia Piltz                 | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 72. | Linda Polito                   | 1.0 Summer Substitute Secretary, effective 6/26/2023           |
| 73. | Stacey Powell                  | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023 |
| 74. | Marilyn Quinn                  | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023 |
| 75. | Zachary Rehrig                 | 1.0 Secondary Jump Start Teacher, effective 6/26/2023          |
| 76. | Lisa Repogle                   | 1.0 ESY Elementary Teacher, effective 6/26/2023                |
| 77. | Maxwell Rosier                 | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 78. | Jackie Ruppert                 | 1.0 Summer Academy Nurse, effective 6/26/2023                  |
| 79. | Karen Sabatini                 | 1.0 ESY Secondary Teacher, effective 6/26/2023                 |
| 80. | Rosemary Saraceni              | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 81. | Jeanine Segal                  | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 82. | Sarah Shapard                  | 1.0 ESY Teacher Substitute, effective 6/26/2023                |
| 83. | Brian Shells                   | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 84. | Susan Silvestri                | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 85. | Debbie Sloan                   | 1.0 ESY Secondary Nurse, effective 6/26/2023                   |
| 86. | Marisol Smith                  | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 87. | Christine Sommer               | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023 |
| 88. | Michael Stape                  | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 89. | Rachel Starace                 | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023 |
| 90. | Therese Topel                  | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 91. | Linda Trembath                 | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023 |

Recommendations  
Supplement to the Agenda – June 26, 2023 p.11

|     |                   |                                                                |
|-----|-------------------|----------------------------------------------------------------|
| 92. | Kelly Whittingham | 1.0 Substitute Site Administrator, effective 6/26/2023         |
| 93. | Janice Williams   | 1.0 Summer Paraprofessional, effective 6/26/2023               |
| 94. | Elizabeth Wilson  | 1.0 Elementary Summer Programs Substitute, effective 6/26/2023 |
| 95. | Amir Zisling      | 1.0 ESY Secondary Teacher, effective 6/26/2023                 |

**III. Personnel Events**

a. Status Change

|    | <b>Name</b>    | <b>Type</b>    | <b>From</b>                                                           | <b>To</b>                                                                                  | <b>Effective Date</b>                                                                                                         |
|----|----------------|----------------|-----------------------------------------------------------------------|--------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 1. | Bridget Carr   | Non-Bargaining | .2 Staff Nurse at District                                            | .4 Staff Nurse at District                                                                 | 8/21/23<br>\$32.51/hr.                                                                                                        |
| 2. | Pamela Dutil   | Non-Bargaining | .6 Staff Nurse at District                                            | .4 Staff Nurse at District                                                                 | 8/21/23<br>\$35.33/hr.                                                                                                        |
| 3  | Anne Korb      | Administrator  | 1.0 Gifted Resource Teacher at Fern Hill ES                           | 1.0 Instructional Technology Coordinator at SEC                                            | 7/3/23,<br>\$93,415                                                                                                           |
| 4. | Mary Printz    | Non-Bargaining | 1.0 Application Service Specialist at Spellman Education Center       | 1.0 Data Services Coordinator at Spellman Education Center                                 | 7/3/23,<br>\$86,000                                                                                                           |
| 5. | Theresa Weaver | Support        | 1.0 Attendance Secretary at Glen Acres ES                             | 1.0 Temporary Principal's Secretary at Glen Acres ES during Ms. McVeigh's leave of absence | 6/14/23, Group 3, Step 1, \$23.25/hr. through 6/30/23, Group 3, Step 2, \$24.19/hr. starting 7/3/23 through end of assignment |
| 6. | Steven Werner  | Administrator  | 1.0 Assistant Director of Pupil Services at Spellman Education Center | 1.0 Assistant Principal at Fugett MS                                                       | TBD,<br>\$153,189                                                                                                             |

b. Involuntary Transfer

Recommendations  
Supplement to the Agenda – June 26, 2023 p.12

|    | <b>Name</b>        | <b>Type</b>    | <b>From</b>                                                                                      | <b>To</b>                                                                                        | <b>Effective Date</b> |
|----|--------------------|----------------|--------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|-----------------------|
| 1. | Brian Casey        | Professional   | 1.0 Special Education Teacher at Greystone ES                                                    | 1.0 Special Education Teacher at Peirce MS                                                       | 8/21/23               |
| 2. | Elizabeth Garduno  | Professional   | .5 Caseworker at Peirce MS/.5 Caseworker at Hillsdale ES                                         | .5 Caseworker at Hillsdale ES/.5 Caseworker at East Bradford ES                                  | 8/21/23               |
| 3. | Janelle Hoole      | Professional   | .5 Caseworker at Henderson HS/.5 Caseworker at East Bradford ES                                  | 1.0 Caseworker at Henderson HS                                                                   | 8/21/23               |
| 4. | Jennifer Johnson   | Professional   | 1.0 Reading Specialist at East Bradford ES                                                       | 1.0 Reading Specialist at East Goshen ES                                                         | 8/21/23               |
| 5. | Maria Longo Capuni | Professional   | .4 Italian Teacher at Henderson HS/.4 Italian Teacher at East HS/.2 Italian Teacher at Rustin HS | .4 Italian Teacher at East HS/.4 Italian Teacher at Rustin HS/.2 Italian Teacher at Henderson HS | 8/21/23               |
| 6. | Julie McCloskey    | Non-Bargaining | 1.0 Staff Nurse at Fugett MS                                                                     | 1.0 Staff Nurse Floater at District                                                              | 8/21/23               |
| 7. | Lisa Moncrief      | Professional   | 1.0 Special Education Teacher (Learning Support) at Starkweather ES                              | 1.0 Special Education Teacher (Learning Support) at Exton ES                                     | 8/21/23               |
| 8. | Kaitlyn Reigle     | Professional   | .8 Special Education Teacher at East Goshen ES/.2 Special Education Teacher at Exton ES          | .5 Special Education Teacher at East Goshen ES/.5 Special Education Teacher at Mary C. Howse ES  | 8/21/23               |

Recommendations  
Supplement to the Agenda – June 26, 2023 p.13

|    | <b>Name</b> | <b>Type</b>  | <b>From</b>                                                       | <b>To</b>                   | <b>Effective Date</b> |
|----|-------------|--------------|-------------------------------------------------------------------|-----------------------------|-----------------------|
| 9. | Beata Starr | Professional | .5 Caseworker at Rustin HS/.5 Caseworker at Westtown Thornbury ES | 1.0 Caseworker at Rustin HS | 8/21/23               |

c. Voluntary Transfer

|    | <b>Name</b>         | <b>Type</b>  | <b>From</b>                                                                          | <b>To</b>                                     | <b>Effective Date</b> |
|----|---------------------|--------------|--------------------------------------------------------------------------------------|-----------------------------------------------|-----------------------|
| 1. | Shae Fisher         | Professional | .8 Social Studies Teacher at Rustin HS/.2 Social Studies Teacher at Stetson MS       | 1.0 Social Studies Teacher at Peirce MS       | 8/21/23               |
| 2. | Michael Orenshaw    | Professional | .8 Social Studies Teacher at Henderson HS/.2 Social Studies Teacher at Fugett MS     | 1.0 Social Studies Teacher at Henderson HS    | 8/21/23               |
| 3. | Maria Overturf      | Professional | 1.0 Special Education Teacher (Autistic Support) at East Goshen ES                   | 1.0 Special Education Teacher at Greystone ES | 8/21/23               |
| 4. | Beata Starr         | Professional | 1.0 Caseworker at Rustin HS                                                          | 1.0 School Counselor at Peirce MS             | 8/21/23               |
| 5. | Mary Anne Tomlinson | Professional | .2 FCS Teacher at East HS/.4 FCS Teacher at Fugett MS/.4 FCS Teacher at Henderson HS | 1.0 FCS Teacher at Fugett MS                  | 8/21/23               |
| 6. | Michael Wilson      | Custodial    | .5 Part time Custodian at Penn Wood ES                                               | .5 Part time Custodian at Fugett MS           | 5/26/23               |

IV. Personnel Leave

a. Sabbatical Leave

|    | <b>Name</b>   | <b>Position</b>             | <b>Effective Date</b> | <b>Ending Date</b> |
|----|---------------|-----------------------------|-----------------------|--------------------|
| 1. | Susan Johnson | 1.0 Math Teacher at East HS | 8/21/23               | 6/13/24            |

b. Unpaid Leave

|    | <b>Name</b>    | <b>Position</b>             | <b>Effective Date</b> | <b>Ending Date</b> |
|----|----------------|-----------------------------|-----------------------|--------------------|
| 1. | Marisa Breeden | Grade 5 Teacher at Exton ES | 8/21/23               | 6/13/24            |

**V. Additional Information**

|     |                                                                                                                                                                                                                                                                                                                                     |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | Louis Armbruster's start date has been changed to 6/5/23.                                                                                                                                                                                                                                                                           |
| 2.  | Keith Davis' start date was 6/12/23.                                                                                                                                                                                                                                                                                                |
| 3.  | Jenna Ellis' start date was 5/30/23.                                                                                                                                                                                                                                                                                                |
| 4.  | Brent Jones Transfer is .9 Social Studies at East HS/.1 Social Studies Stocks and Investments at Cyber Program.                                                                                                                                                                                                                     |
| 5.  | John Lunardi's start date is 7/3/23.aZZ                                                                                                                                                                                                                                                                                             |
| 6.  | Michael Martinez's start date was 5/22/23.                                                                                                                                                                                                                                                                                          |
| 7.  | Russell McLain's start date was 5/22/23.                                                                                                                                                                                                                                                                                            |
| 8.  | Aaron Small's start date was 5/30/23.                                                                                                                                                                                                                                                                                               |
| 9.  | Keidy Soliz Funez's start date was 5/25/23.                                                                                                                                                                                                                                                                                         |
| 10. | Lisa Replogle, Shanelle Dorsey, and Barbara Taylor will receive \$500 stipend for Henderson's Special Olympics PA Interscholastic Unified Sports Program for Track and Field.                                                                                                                                                       |
| 11. | The District recommends Fox Rothschild as labor counsel to the District. The District has engaged Fox Rothschild LLP to provide the following services: specialized labor, employment and benefits services, as well as general advice for the operation of West Chester Area School District. This engagement is effective 7/1/23. |
| 12. | Approval of Non-Bargaining Support/Confidential Salaries and Merit Performance Bonuses for 2023-2024 per the Compensation Benefits and Work Environment Guide for Supervisory, Technical and Confidential Employees.                                                                                                                |

| <b>Last Name</b> | <b>First Name</b> | <b>2023-2024 Salary/Hourly Rate</b> | <b>Merit Amount</b> |
|------------------|-------------------|-------------------------------------|---------------------|
| Baker            | Deborah           | \$ 72,451.47                        | \$3,622.57          |
| Barnes           | Bianca            | \$ 67,404.75                        | \$1,179.58          |
| Bowers           | Nelson            | \$ 84,581.25                        | \$3,467.83          |
| Bradley          | Sandra            | \$ 69,965.61                        | \$3,127.46          |
| Bristow          | Matthew           | \$ 62,939.14                        | \$2,895.20          |
| Burgoyne         | Mary Elizabeth    | \$ 74,839.79                        | \$3,068.43          |
| Burns            | Timothy           | \$129,373.45                        | \$9,185.51          |
| Campbell         | Kellie            | \$ 54,529.66                        | \$1,619.53          |
| Canterino        | John              | \$ 64,542.00                        | \$2,646.22          |
| Cardow           | Emily             | \$ 73,520.63                        | -                   |
| Cherashore       | Linda             | \$ 93,460.10                        | \$5,140.31          |
| Collins          | Ryan              | \$ 65,162.00                        | \$2,997.45          |
| Comey            | Susan             | \$ 80,938.02                        | \$3,642.21          |
| Cosgrove         | Thomas            | \$ 86,111.52                        | \$3,530.57          |
| Davis            | Keith             | \$ 99,200.00                        | -                   |
| DeLuca           | Carol             | \$ 85,331.10                        | \$4,266.56          |
| Dow              | Martin            | \$ 69,788.98                        | \$2,861.35          |
| Estes            | William           | \$ 66,906.78                        | \$2,876.99          |
| Fay              | Nancy             | \$ 87,444.00                        | \$3,585.20          |
| Flecha           | Miguel            | \$ 98,230.00                        | \$4,223.89          |

Recommendations  
Supplement to the Agenda – June 26, 2023 p.15

| Last Name   | First Name | 2023-2024<br>Salary/Hourly Rate | Merit Amount |
|-------------|------------|---------------------------------|--------------|
| Geigel      | Ada        | \$ 77,109.94                    | \$4,395.27   |
| Geigel      | Jose Angel | \$ 92,589.56                    | \$3,981.35   |
| Geigel      | Jose C     | \$103,320.82                    | \$7,542.42   |
| Gray        | Gerome     | \$ 75,576.60                    | \$3,174.22   |
| Hammond     | Charles    | \$ 75,576.60                    | \$3,174.22   |
| Hatten      | Francine   | \$ 73,690.31                    | -            |
| Hayes       | Elizabeth  | \$ 75,905.49                    | \$4,174.80   |
| Kelly       | Anthony W. | \$ 70,263.25                    | \$2,880.79   |
| Loughin     | James      | \$ 72,349.50                    | \$2,966.33   |
| Mack        | Frank      | \$ 69,415.10                    | \$2,846.02   |
| Matos Perez | Hilda      | \$ 70,788.00                    | \$3,185.46   |
| Matthews    | Jennifer   | \$105,219.20                    | \$4,734.86   |
| McBride     | Daniel     | \$ 64,333.80                    | \$2,637.69   |
| McCoy       | April      | \$ 67,741.41                    | \$2,879.01   |
| McGuire     | Joseph     | \$ 90,100.00                    | \$4,144.60   |
| Medley      | Jason      | \$ 68,780.96                    | \$2,957.58   |
| Moore       | Jason      | \$ 64,142.45                    | \$2,693.98   |
| Moulden     | Carol      | \$ 79,106.50                    | \$3,401.58   |
| Moyer       | Shane      | \$ 64,542.00                    | \$2,646.22   |
| Mundell     | Yenys      | \$ 64,142.45                    | \$2,693.98   |
| O'Hare      | John       | \$ 64,542.00                    | \$2,646.22   |
| Pollard     | Franklin   | \$ 64,142.26                    | \$2,629.83   |
| Porco       | Michelle   | \$ 90,046.12                    | \$4,502.31   |
| Pumala      | Amelia     | \$ 80,707.50                    | \$4,438.91   |
| Ralph       | Damion     | \$ 87,633.18                    | \$3,680.59   |
| Reed        | Terence    | \$110,940.99                    | \$4,770.46   |
| Scott       | Lynnette   | \$ 72,389.86                    | \$2,967.98   |
| Seningen    | Patrick    | \$ 98,895.00                    | \$4,054.70   |
| Simpson     | Aaron      | \$ 66,420.58                    | \$2,324.72   |
| Spigarelli  | Christina  | \$ 62,340.29                    | \$2,618.29   |
| Stoffa      | Michael    | \$ 98,895.00                    | \$4,054.70   |
| Wright      | Terrance   | \$ 65,325.33                    | \$2,678.34   |
| Wyatt       | Cassandra  | \$ 95,772.00                    | \$4,309.74   |
| Young       | Donald     | \$101,255.27                    | \$4,657.74   |
| Zaleta      | Karen      | \$ 62,957.34                    | \$3,462.65   |
| Briglia     | Katharine  | \$ 34.88                        | \$1,952.28   |
| Carr        | Bridget    | \$ 32.51                        | \$ 363.89    |
| Dando       | Robert     | \$ 33.37                        | \$1,867.80   |
| Dutill      | Pamela     | \$ 35.33                        | \$1,581.86   |
| Elduff      | Anne       | \$ 32.51                        | \$1,819.45   |
| Heym        | Karyn      | \$ 34.84                        | \$1,169.97   |
| Hopton      | Laurie     | \$ 34.13                        | \$1,910.33   |
| McAlinney   | Cynthia    | \$ 33.77                        | \$1,889.94   |
| McCloskey   | Julie      | \$ 33.77                        | \$1,889.94   |
| Migias      | Stephanie  | \$ 35.66                        | \$1,995.97   |
| Sloan       | Deborah    | \$ 38.99                        | \$2,181.82   |

| <b>Last Name</b> | <b>First Name</b> | <b>2023-2024<br/>Salary/Hourly Rate</b> | <b>Merit Amount</b> |
|------------------|-------------------|-----------------------------------------|---------------------|
| Stavelly         | Pauline           | \$ 37.38                                | \$2,092.10          |
| Vanderwerff      | Cindy             | \$ 37.13                                | \$2,078.12          |

## VI. Supplemental Contracts

| <b>Last Name</b>              | <b>First Name</b> | <b>Location</b> | <b>Season</b> | <b>Year</b> | <b>% of Contract</b> | <b>Total Contract</b> | <b>Position Title</b>          |
|-------------------------------|-------------------|-----------------|---------------|-------------|----------------------|-----------------------|--------------------------------|
| <b>2022/2023 - Additions:</b> |                   |                 |               |             |                      |                       |                                |
| Abbott                        | Shayna            | FMS             | Spring        | 11          | 100                  | \$1,218.00            | 6th Grade Intramurals          |
| Kernaghan                     | Grant             | PMS             | Annual        | 2           | 20                   | \$706.64              | Subject Chair: Social Studies  |
| <b>2023/2024 - Additions:</b> |                   |                 |               |             |                      |                       |                                |
| Bauer                         | Nathan            | EHS             | Fall          | 3           | 50                   | \$2,677.50            | ASST. Coach - Football         |
| Berkes                        | Andrew            | PMS             | Fall          | 8           | 100                  | \$1,104.00            | 6th Grade Intramurals          |
| Bradley                       | Ange              | HHS             | Fall          | 8           | 100                  | \$4,620.00            | Head Coach - Field Hockey      |
| Clerico                       | Megan             | HHS             | Fall          | 3           | 100                  | \$3,780.00            | Asst. Coach - Girls Volleyball |
| Costill                       | Michael           | HHS             | Fall          | 2           | 100                  | \$5,236.00            | Asst. Football Coach           |
| Cuff                          | Bridget           | EHS             | Fall          | 3           | 28                   | \$1,146.60            | Marching Band - Color Guard    |
| Ellis                         | Dan               | HHS             | Fall          | 15+         | 100                  | \$7,820.00            | Asst. Football Coach           |
| Gallen                        | Chelsea           | RHS             | Fall          | 2           | 100                  | \$3,696.00            | ASST. Coach - Field Hockey     |
| Liebenthal                    | Eric              | HHS             | Fall          | 8           | 100                  | \$5,520.00            | Asst. Director - Marching Band |
| Moretti                       | Laura             | HHS             | Fall          | 3           | 30                   | \$1,228.50            | Color Guard                    |
| Shoup                         | Daniel            | HHS             | Fall          | 1           | 100                  | \$5,236.00            | Asst. Coach - Football         |
| Spigarelli                    | Christina         | HHS             | Fall          | 2           | 100                  | \$3,696.00            | Asst. Coach Field Hockey       |
| Weitzel                       | Katelyn           | HHS             | Fall          | 1           | 70                   | \$2,802.80            | Color Guard                    |

| <b>Last Name</b>             | <b>First name</b> | <b>Location</b> | <b>Season</b> | <b>Year</b> | <b>% of Contract</b> | <b>Total Contract</b> | <b>Position Title</b>    |
|------------------------------|-------------------|-----------------|---------------|-------------|----------------------|-----------------------|--------------------------|
| <b>2023/2024 - Removals:</b> |                   |                 |               |             |                      |                       |                          |
| Costill                      | Michael           | HHS             | Fall          | 2           | 50                   | \$2,618.00            | Asst. Football Coach     |
| Ellis                        | Dan               | HHS             | Fall          | 1           | 100                  | \$5,236.00            | Asst. Football Coach     |
| Lunardi                      | John              | HHS             | Fall          | 14          | 50                   | \$3,663.50            | Asst. Football Coach     |
| Marabella                    | Brandon           | HHS             | Fall          | 14          | 100                  | \$5,172.00            | Asst. Boys Soccer Coach  |
| Weaver                       | Elizabeth         | EHS             | Fall          | 1           | 29                   | 1,161.16              | Color Guard              |
| Young                        | Jessica           | EHS             | Fall          | 8           | 100                  | \$4,048.00            | Asst. Cheerleading Coach |
| Arcott                       | Joseph            | RHS             | Fall          | 15+         | 100                  | \$5,520.00            | Asst. Boys Soccer Coach  |

| <b>Last Name</b> | <b>First name</b> | <b>Location</b> | <b>Season</b> | <b>Year</b> | <b>% of Contract</b> | <b>Total Contract</b> | <b>Position Title</b> |
|------------------|-------------------|-----------------|---------------|-------------|----------------------|-----------------------|-----------------------|
|------------------|-------------------|-----------------|---------------|-------------|----------------------|-----------------------|-----------------------|

Recommendations  
 Supplement to the Agenda – June 26, 2023 p.17

| <b>2022/2023 - Adjustments</b> |        |     |        |     |     |            |                                       |
|--------------------------------|--------|-----|--------|-----|-----|------------|---------------------------------------|
| Clauser                        | Nicole | PMS | Annual | N/A | 80  | \$2,869.12 | Subject Chair: Social Studies         |
| Cotellese                      | Alyssa | MCH | Annual | 2   | 90  | \$1,940.40 | Proactive Program Support Coordinator |
| Malizia                        | Grace  | HHS | Spring | 9   | 150 | \$6,858.00 | Asst. Girls Lacrosse Coach            |
| Pohlig<br>(DeCicco)            | Alyssa | MCH | Annual | 2   | 10  | \$215.60   | Proactive Program Support Coordinator |

**WEST CHESTER AREA SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

Monday, June 26, 2023

7:00 PM

Spellman Education Center

**CONSENT AGENDA**

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I recommend the Board approve the following consent agenda items:

**IX. School Board Reports**

|                  |                                                                                                                                                                                                                                                                                                                                                                                                       |
|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Education</b> |                                                                                                                                                                                                                                                                                                                                                                                                       |
| 1.               | Approval to establish the following Student Activity Account(s):<br>-East High School – Speech and Debate Club                                                                                                                                                                                                                                                                                        |
| 2.               | Approval of the following Study/Excursion trip(s):<br>-Henderson High School, Girls Basketball – Orlando, FL 12/13/2023 – 12/17/2023<br>-Henderson High School, Cheerleading – Brach Lake, PA 08/22/2023 – 08/25/2023<br>-Henderson High School, PIAA Boys Track State Championships – 05/26/2023 – 05/27/2023<br>-Rustin High School, PIAA Girls Track State Championships – 05/24/2023 – 05/26/2023 |
| 3.               | Approval to Revised 2023-24 School Calendar                                                                                                                                                                                                                                                                                                                                                           |
| 4.               | Approval of the Targeted Support and Improvement Schools (TSI) final plans for Fugett Middle School                                                                                                                                                                                                                                                                                                   |
| 5.               | Approval of the Targeted Support and Improvement Schools (TSI) and Additional Targeted Support and Improvement (A-TSI) final plans for Peirce Middle School                                                                                                                                                                                                                                           |
| 6.               | Approval of the Targeted Support and Improvement Schools (TSI) final plans for Greystone Elementary School                                                                                                                                                                                                                                                                                            |

**Pupil Services**

|    |                                                             |
|----|-------------------------------------------------------------|
| 1. | Approval of two (2) Special Education Settlement Agreements |
|----|-------------------------------------------------------------|

**Personnel**

|    |                                                                                                                    |
|----|--------------------------------------------------------------------------------------------------------------------|
| 1. | Approval of new job description and position K-5 STEM Teacher                                                      |
| 2. | Approval of new job description and position Secondary Instructional Coach                                         |
| 3. | Approval of the contract agreement with Chester County Intermediate Unit (CCIU) for superintendent search services |

**Property & Finance**

|    |                                                                                         |
|----|-----------------------------------------------------------------------------------------|
| 1. | Approval of 2023-24 Property Casualty/Liability Insurance                               |
| 2. | Approval of 2023-24 Student Accident Insurance                                          |
| 3. | Approval of 2023-24 CCIU Marketplace Services Contract                                  |
| 4. | Approval of Change Orders – Renovations and Additions to Glen Acres Elementary School   |
| 5. | Approval of Healthcare Benefit Consulting Agreement Renewal, Gallagher Benefit Services |
| 6. | Approval of 2023-24 Food Service Pricing                                                |
| 7. | Approval of Agreement with Westtown Township                                            |

**Policy Review Committee**

|    |                                                                                                     |
|----|-----------------------------------------------------------------------------------------------------|
| 1. | Approval of Revised Policy 103 Discrimination/ Sexual Harassment Affecting Students, Second Reading |
| 2. | Approval of Revised Policy 113.2 Behavior Intervention, Second Reading                              |

|     |                                                                                                                                                            |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3.  | Approval of Revised Policy 137 Home Education Programs, Second Reading                                                                                     |
| 4.  | Approval to Retire Administrative Guideline 137AG1 Home Education Programs Non-District Programs Guidelines, Second Reading                                |
| 5.  | Approval of Revised Policy 137.1 Extracurricular Participation by Home Education Students, Second Reading                                                  |
| 6.  | Approval of New Policy 137.2 Participation in Cocurricular Activities and Academic Courses by Home Education Students, Second Reading                      |
| 7.  | Approval of New Administrative Guideline 137.2AG1 Participation in Cocurricular Activities and Academic Courses by Home Edu Stu Guidelines, Second Reading |
| 8.  | Approval of New Policy 137.3 Participation in Career and Technical Education Programs by Home Edu Students, Second Reading                                 |
| 9.  | Approval of Revised Policy 204 Attendance, Second Reading                                                                                                  |
| 10. | Approval to Retire Administrative Guideline 204AG3: Attendance Guidelines – WC Cyber Program, Second Reading                                               |
| 11. | Approval of Revised Policy 215 Promotion & Retention, Second Reading                                                                                       |
| 12. | Approval of Revised Administrative Guideline 218AG1 Student Discipline Guidelines, Second Reading                                                          |
| 13. | Approval of Revised Policy 218.2 Terroristic Threats, Second Reading                                                                                       |
| 14. | Approval of Revised Policy 218.3 Student Integrity, Second Reading                                                                                         |
| 15. | Approval of Revised Policy 222 Smoking, Tobacco and Vaping Products-Students, First Reading                                                                |
| 16. | Approval of Revised Policy 226 Search Procedures by Staff, First Reading                                                                                   |
| 17. | Approval of Revised Policy 227 Controlled Substances/Paraphernalia, First Reading                                                                          |
| 18. | Approval of Revised Policy 233 Suspension and Expulsion, First Reading                                                                                     |
| 19. | Approval of Revised Policy 247 Hazing, First Reading                                                                                                       |
| 20. | Approval of Revised Policy 249 Bullying/Cyberbullying, First Reading                                                                                       |
| 21. | Approval of Revised Policy 810 Student Transportation, First Reading                                                                                       |
| 22. | Approval of Revised Policy 810.2 Transportation Audio/Video Recording                                                                                      |
| 23. | Approval of Revised Policy 810.3 Bus Conduct, First Reading                                                                                                |
| 24. | Approval of Revised Policy 907 School Visitors, First Reading                                                                                              |

#### X. Other Business

|    |                                                                                                                                           |
|----|-------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Approval of School Board Treasurer's Report and Statement of Disbursements Summary Schedule for the Period of May 1, 2023 to May 31, 2023 |
| 2. | Approval of the May 31, 2023 Financial Report                                                                                             |

#### **Responsible Staff: Dr. Reynolds**

#### ***Background***

These action items are either routine or high consensus items and may not require discussion by the Board. If any Board member wishes to discuss any action item, the Board President will move it from the consent agenda to its appropriate place on the regular agenda.



## WEST CHESTER AREA SCHOOL DISTRICT

### Education Committee

June 26, 2023

#### Action Items

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#### **Approval to establish the following Student Activity Account(s):**

- **East High School – Speech and Debate Club**

Approval is requested to establish the following Student Activity Account(s):

- East High School – Speech and Debate Club

*I so move.*

#### **Approval of the following Study/Excursion trip(s):**

- **Henderson High School, Girls Basketball – Orlando, FL 12/13/2023 – 12/17/2023**
- **Henderson High School, Cheerleading – Brach Lake, PA 08/22/2023 – 08/25/2023**
- **Henderson High School, PIAA Boys Track State Championships – 05/26/2023 – 05/27/2023**
- **Rustin High School, PIAA Girls Track State Championships – 05/24/2023 – 05/26/2023**

Approval is requested of the following Study/Excursion trip(s):

- Henderson High School, Girls Basketball – Orlando, FL 12/13/2023 – 12/17/2023
- Henderson High School, Cheerleading – Brach Lake, PA 08/22/2023 – 08/25/2023
- Henderson High School, PIAA Boys Track State Championships – 05/26/2023 – 05/27/2023
- Rustin High School, PIAA Girls Track State Championships – 05/24/2023 – 05/26/2023

*I so move.*

#### **Approval of Revised 2023-24 School Calendar**

Approval is requested of revised 2023-24 School Calendar

*I so move.*

#### **Approval of the Targeted Support and Improvement Schools (TSI) final plans for Fugett Middle School**

Approval is requested of the Targeted Support and Improvement Schools (TSI) final plans for Fugett Middle School

*I so move.*

**Approval of the Targeted Support and Improvement Schools (TSI) and Additional Targeted Support and Improvement (A-TSI) final plans for Peirce Middle School**

Approval is requested of the Targeted Support and Improvement Schools (TSI) and Additional Targeted Support and Improvement (A-TSI) final plans for Peirce Middle School

*I so move.*

**Approval of the Targeted Support and Improvement Schools (TSI) final plans for Greystone Elementary School**

Approval is requested of the Targeted Support and Improvement Schools (TSI) final plans for Greystone Elementary School

*I so move.*



**WEST CHESTER AREA SCHOOL DISTRICT**  
**Education Committee**

**Monday, June 12, 2023**  
**Spellman Education Center Board Room**  
**Start: 6:55 pm – Finish: 7:33 pm**

**Attending Committee Members:**

☒ Daryl Durnell ☐ Joyce Chester ☒ Laura Detre ☒ Alex Christy

**Other Board Members:**

☒ Gary Bevilacqua ☐ Karen Fleming ☒ Karen Herrmann ☒ Sue Tiernan ☒ Stacey Whomsley

**Administration:**

☒ Cheryl Newtown Woods ☒ Kalia Reynolds ☒ Michael Wagman ☒ Joe DiAntonio  
☒ Sara Missett ☒ Kara Bailey ☒ Dionne Fears ☒ Kevin Fagan

**Public Comment:**

| Name | Subject of Testimony |
|------|----------------------|
| None |                      |

**Items on Agenda:**

- Approval of the May Education Committee Meeting Minutes

**Education Committee Actions/Outcomes to be placed on June 26, 2023 Board Agenda for Approval:**

| Agenda Item                                                        | Vote / Time Stamp |
|--------------------------------------------------------------------|-------------------|
| Approval of the May 8, 2023, Education Committee Meeting Minutes   | 3-0               |
| Approval of the Revise 2023 – 2024 School Calendar                 | 3-0               |
| Approval of the final plans TSI for Fugett Middle School           | 3-0               |
| Approval of the final plans TSI and A-TSI for Peirce Middle School | 3-0               |
| Approval of the final plans TSI for Greystone Elementary School    | 3-0               |

# 2023-24 District Calendar

Board Approved  
December 19, 2022

August 2023

| S  | M  | T  | W  | R  | F  | S  |
|----|----|----|----|----|----|----|
|    |    | 1  | 2  | 3  | 4  | 5  |
| 6  | 7  | 8  | 9  | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 |    |    |

Days: Student 4/ Teacher 8

**Total S-4, T-8**

December 2023

| S  | M  | T  | W  | R  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    |    | 1  | 2  |
| 3  | 4  | 5  | 6  | 7  | 8  | 9  |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 |    |    |    |    |    |    |

Days: Student 16/ Teacher 16

**Total S-77, T-84**

April 2024

| S  | M  | T  | W  | R  | F  | S  |
|----|----|----|----|----|----|----|
|    | 1  | 2  | 3  | 4  | 5  | 6  |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 |    |    |    |    |

Days: Student 19/ Teacher 20

**Total S-155, T-163**

September 2023

| S  | M  | T  | W  | R  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    |    | 1  | 2  |
| 3  | 4  | 5  | 6  | 7  | 8  | 9  |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

Days: Student 18/ Teacher 18

**Total S-22, T-26**

January 2024

| S  | M  | T  | W  | R  | F  | S  |
|----|----|----|----|----|----|----|
|    | 1  | 2  | 3  | 4  | 5  | 6  |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 |    |    |    |

Days: Student 21/ Teacher 21

**Total S-98, T-105**

May 2024

| S  | M  | T  | W  | R  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    | 1  | 2  | 3  | 4  |
| 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 |    |

Days: Student 21/ Teacher 22

**Total S-176, T-185**

October 2023

| S  | M  | T  | W  | R  | F  | S  |
|----|----|----|----|----|----|----|
| 1  | 2  | 3  | 4  | 5  | 6  | 7  |
| 8  | 9  | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 |    |    |    |    |

Days: Student 21/ Teacher 22

**Total S-43, T-48**

February 2024

| S  | M  | T  | W  | R  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    | 1  | 2  | 3  |
| 4  | 5  | 6  | 7  | 8  | 9  | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 |    |    |

Days: Student 20/ Teacher 20

**Total S-118, T-125**

June 2024

| S  | M  | T  | W  | R  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    |    |    | 1  |
| 2  | 3  | 4  | 5  | 6  | 7  | 8  |
| 9  | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 |    |    |    |    |    |    |

Days: Student 9/ Teacher 9

**Total S-185, T-194**

November 2023

| S  | M  | T  | W  | R  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    | 1  | 2  | 3  | 4  |
| 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 |    |    |

Days: Student 18/ Teacher 20

**Total S-61, T-68**

March 2024

| S  | M  | T  | W  | R  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    |    | 1  | 2  |
| 3  | 4  | 5  | 6  | 7  | 8  | 9  |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 |    |    |    |    |    |    |

Days: Student 18/ Teacher 18

**Total S-136, T-143**

|  |                                           |
|--|-------------------------------------------|
|  | Teacher Inservice, schools closed         |
|  | Half-Day, PM Teacher Inservice            |
|  | Schools Closed                            |
|  | First Day of School                       |
|  | Last Day of School - Students & Staff     |
|  | End of Marking Period                     |
|  | End of Trimesters                         |
|  | Parent Conferences                        |
|  | AM Teacher Conferences, PM schools closed |
|  | Half-Day, PM schools closed               |

**Students: 185, Teacher: 194, 3 Snow Days Built in**

| Date   | Holiday      | Date   | Holiday         | Date   | Holiday      |
|--------|--------------|--------|-----------------|--------|--------------|
| Sep 4  | Labor Day    | Dec 24 | Christmas Eve   | Mar 11 | Ramadan      |
| Sep 16 | Rosh Hashana | Dec 25 | Christmas Day   | Mar 31 | Easter       |
| Sep 25 | Yom Kippur   | Dec 31 | New Year's Eve  | Apr 10 | Eid Al Fitr  |
| Nov 7  | Election Day | Jan 1  | New Year's Day  | May 27 | Memorial Day |
| Nov 12 | Diwali       | Jan 15 | MLK Jr. Day     | Jun 19 | Juneteenth   |
| Nov 23 | Thanksgiving | Feb 19 | President's Day |        |              |

## 2023-2024 District Calendar

8/21/23-8/24/23 Teacher Inservice day, no school for students  
8/25/23 Schools Closed  
8/28/23 First day of school for students  
9/1/23 Schools closed  
9/4/23 Schools and District Office closed  
9/25/23 School Closed  
10/16/23 Teacher Inservice day, no school for students  
10/30/23 End of First Marking Period  
11/7/23 Teacher Inservice day, no school for students  
11/20/23 Half day for elementary students; Full day for middle & high school students  
11/21/23 Half day for elementary students; Full day for middle & high school students  
11/22/23 No school for students - AM Parent Conferences  
11/23/23 & 11/24/23 Schools and District Office closed  
12/1/23 End of First Trimester  
12/22/23 Half-Day, PM Teacher Inservice  
12/25/23 - 1/1/24 Schools Closed; 12/25 & 1/1/24 District Office Closed  
1/15/24 Schools and District Office closed  
1/16/24 End of Second Marking Period  
2/16/24 Half-Day, PM Teacher Inservice  
2/19/24 Schools and District Office closed  
3/6/24 End of Second Trimester  
3/11/24 School Closed  
3/22/24 End of Marking Period  
3/25/2024 & 3/26/24 K-5 Parents Conferences -half day for elementary students; full day for middle & high school  
3/27/24 K-5 Parents Conferences -no school for elementary, half day for middle & high school  
3/28/2024 - 4/1/24 Schools Closed; 3/29/24 District Office Closed  
4/10/24 School Closed Eid Ul Fitar  
4/23/24 Teachers Inservice, no school for students  
5/24/24 Teachers Inservice, no school for students  
5/27/24 Schools and District Office Closed  
6/11/24 Half day for students grades K-12, PM Teacher In-service  
6/12/24 Half day for students grades K-12, PM Teacher In-service  
6/13/24 Last student & teacher day; half day for all students; high school students make-ups only,  
PM Teacher In-service

**J R FUGETT MS**

500 Ellis Ln

TSI non-Title 1 School Plan | 2023 - 2024

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## **VISION FOR LEARNING**

Fugett Middle School students will be able to thrive in a creative, safe, and collaborative learning environment where they are able to develop and hone in on critical thinking and problem solving skills with the appropriate supports that simultaneously enable positive socio-emotional growth.

## STEERING COMMITTEE

| Name                  | Position                   | Building/Group            |
|-----------------------|----------------------------|---------------------------|
| Dionne Fears          | Principal                  | Fugett MS                 |
| Kalia Reynolds        | Chief School Administrator | Spellman Education Center |
| Cheryl Newton-Woods   | District Level Leaders     | Spellman Education Center |
| Dina Dormer           | District Level Leaders     | Spellman Education Center |
| Chris Cromwell        | District Level Leaders     | Spellman Education Center |
| Sarita Brown-Mitchell | Teacher                    | Fugett Middle School      |
| Karen O'Neill         | Teacher                    | Fugett Middle School      |
| Stu Krissinger        | Teacher                    | Fugett Middle School      |
| Mike Cassidy          | Education Specialist       | Fugett Middle School      |
| Kathleen Corcoran     | Teacher                    | WCASD                     |
| Katie Mizak           | Teacher                    | Fugett Middle School      |
| Marnie Moijes         | Teacher                    | Fugett Middle School      |
| Stephanie Anderson    | Parent                     | Fugett Middle School      |
|                       |                            |                           |

| Name          | Position         | Building/Group       |
|---------------|------------------|----------------------|
| Tara Kowalski | Parent           | Fugett Middle School |
| Daryl Durnell | Board Member     | WCASD                |
| Jess Keogh    | Community Member | WCASD                |
|               |                  |                      |

ESTABLISHED PRIORITIES

| Priority Statement                                                                                                                                                                                                                           | Outcome Category      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| If we provide Professional Development sessions to train teachers on understanding adapting and modifying our instruction, then we will have appropriately leveled content and our students will be able to successfully access the content. | Professional learning |
| If we create a school community where all students and families feel valued then our students will attend school more consistently which will positively impact their academic achievement.                                                  | Regular Attendance    |

ACTION PLAN AND STEPS

| Evidence-based Strategy               |                                                                                                               |
|---------------------------------------|---------------------------------------------------------------------------------------------------------------|
| Job Embedded Professional Development |                                                                                                               |
| Measurable Goals                      |                                                                                                               |
| Goal Nickname                         | Measurable Goal Statement (Smart Goal)                                                                        |
| Accommodations and Modifications      | By June 30 2024, 70% of students in all student groups will demonstrate growth as measured on IXL Diagnostic. |

| Action Step | Anticipated Start/Completion | Lead Person/Position | Materials/Resources/Supports Needed |
|-------------|------------------------------|----------------------|-------------------------------------|
|-------------|------------------------------|----------------------|-------------------------------------|

|                                                                                                                                                                       |                            |                           |                                    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|---------------------------|------------------------------------|
| Design and disperse Google Document to assess staff needs when creating modifications and adaptations for all populations (including the areas that people excel in). | 2023-06-09 -<br>2023-06-16 | Dionne<br>Fears/Principal | FMS Admin Team Support             |
| Determine 3-4 opportunities during the school year to follow up on resources, data analysis and planning with administrators checking in with departments and PLCs.   | 2023-06-12 -<br>2023-08-04 | Dionne<br>Fears/Principal | WCASD/FMS Calendar<br>(2023-24 SY) |
| During May Inservice explain priority Statements, Student Centered Goals as well as tool for measurement                                                              | 2023-05-16 -<br>2023-05-16 | Sarita / Katie            |                                    |
| Share with staff that during August inservice you will have opportunity for training and time for adaption of resources in order to plan for student centered goals   | 2023-05-16 -<br>2023-05-16 | Sarita / Katie            |                                    |
| Google form to assess Staff's needs with modifications and adaptations for all populations and what areas do people excel in                                          | 2023-05-31 -<br>2023-06-09 | Karen                     |                                    |
| Dionne send out Google Form to Staff                                                                                                                                  | 2023-06-09 -<br>2023-06-12 | Principal                 |                                    |
| Review Google Form data & make assignments                                                                                                                            | 2023-06-12 -<br>2023-06-12 | TSI Team                  |                                    |
| Plan/Prepare August 'adapting and modifying' sessions                                                                                                                 | 2023-07-24 -<br>2023-07-28 | Karen, Sarita             |                                    |
| During August inservice, teachers will have an opportunity to have work a session to adapt lessons/assignments based on the professional                              | 2023-08-21 -<br>2023-08-25 | Admin/<br>Department      |                                    |

| Action Step                                                                                                                                 | Anticipated Start/Completion | Lead Person/Position                   | Materials/Resources/Supports Needed |
|---------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|----------------------------------------|-------------------------------------|
| development received about adapting & modifying.                                                                                            |                              | Leads (part of Step 2)                 |                                     |
| During PLC and staff meetings, staff reflect on the adaptations and implementation of skills as determined/created during August Inservice. | 2023-08-28 - 2024-06-14      | All teachers                           |                                     |
| Staff provides input on how to revise the use of CARE and IAS to increase student performance based on teacher specific data                | 2023-08-21 - 2023-08-25      | All teachers then move to Team Leaders |                                     |
| Google form to staff about feedback on CARE                                                                                                 | 2023-05-16 - 2023-05-16      | Sarita / Katie                         |                                     |
| Revise IAS based on content specific teachers (Math, ELA, Science)                                                                          | 2023-08-21 - 2024-06-28      | Admin / Brittany (scheduling)          |                                     |
| Opportunity for feedback given to teachers who adapt content for ELs<br>*admin determine who gives feedback                                 | 2023-10-16 - 2023-10-16      | Admin and Staff (as needed)            |                                     |
| Create team for PDs/training for next year (in PDAC)                                                                                        | 2023-06-01 - 2023-08-31      | Admin/Team                             |                                     |
| Check on goals progress in November - determine date for TSI team to meet then share out during December faculty meeting                    | 2023-11-13 - 2023-11-17      | TSI Team and then Staff                |                                     |

| Action Step                                                                                                              | Anticipated Start/Completion | Lead Person/Position    | Materials/Resources/Supports Needed |
|--------------------------------------------------------------------------------------------------------------------------|------------------------------|-------------------------|-------------------------------------|
| Check on goals progress in February - determine date for TSI team to meet then share out during February faculty meeting | 2024-02-12 - 2024-02-16      | TSI Team and then Staff |                                     |
| Check on goals progress in May - determine date for TSI team to meet then share out during May inservice                 | 2024-04-22 - 2024-04-26      | TSI Team and then Staff |                                     |
| ELA Department determines dates for IXL Diagnostic Snapshots                                                             | 2023-08-21 - 2023-08-25      | Katie and Dept Leader   |                                     |
| ELA teachers administer IXL Diagnostic three times                                                                       | 2023-07-31 - 2024-07-31      | ELA Teachers            |                                     |
| Check-in with teachers after PD to see what additional supports needed                                                   | 2023-08-24 - 2023-08-24      | PD Team                 |                                     |

| Anticipated Outcome                                                                                                                                                             |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Data will be used to determine the targeted professional development that teachers will receive on adapting & modifying assignments to meet the needs of marginalized students. |

| Monitoring/Evaluation                 |
|---------------------------------------|
| TSI Team/Every 3 Months/Google Survey |

-----

## Evidence-based Strategy

Mentor and Monitor Program

## Measurable Goals

### Goal Nickname

### Measurable Goal Statement (Smart Goal)

Mentoring and  
Monitoring

By June 30 2024, 85% of students in all students groups will be present at least 90% of days enrolled.

### Action Step

### Anticipated Start/Completion

### Lead Person/Position

### Materials/Resources/Supports Needed

Create team for Performance matters early warning system metric and provide access to Performance Matters with training on how to run reports.

2023-08-21 -  
2023-08-24

Dionne  
Fears/Principal

Review daily requirements for mentoring teachers morning program (including physically walking to HR's to check in on students).

2023-08-21 -  
2023-10-02

TSI  
Team/Admin  
Team

FMS Social Worker

Ensure team members have school wide access to Performance Matters

2023-07-01 -  
2023-07-29

Data  
Processing  
Department

People with performance matters schoolwide access need training on how to

2023-07-01 -  
2023-08-25

Ronayne

| Action Step                                                                                                                                                                                                  | Anticipated Start/Completion | Lead Person/Position                                            | Materials/Resources/Supports Needed                                                                                                                                                                                                                                                                                               |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|-----------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| run reports                                                                                                                                                                                                  |                              |                                                                 |                                                                                                                                                                                                                                                                                                                                   |
| Identify available non HR teachers, without 1st period class may be willing to use Interpretalk to reach out to families for Monitor & Mentor (M&M) program. Admin to reach out to ask for volunteers first. | 2023-06-01 - 2023-08-30      | Admin who creates master schedule                               | Is calling a teacher duty in pd 1 or 2 after mentors notice that someone is absent?                                                                                                                                                                                                                                               |
| Train M&M teachers on Interpretalk-practice phone calls until teacher is comfortable                                                                                                                         | 2023-08-21 - 2023-08-25      | school volunteers who are comfortable already with Interpretalk |                                                                                                                                                                                                                                                                                                                                   |
| create expectation list of daily requirements for mentoring teachers morning program- must include physically walking to HR's to check in on students. Not email or calling down.                            | 2023-07-01 - 2023-07-30      | TSI team (admin level)                                          | Someone would actively need to monitor this mentor program                                                                                                                                                                                                                                                                        |
| create flowchart to show if/then with regard to parent contact- ie calls in homeroom or pd 1 and no parent contact then goes to attendance secretary                                                         | 2023-07-15 - 2023-07-30      | TSI team and attendance secretary                               | Would need staff assigned to this: duty in pd 1 or 2 to finish calling parents of absent students via interpretalk. Same two people make calls so that interpretalk is used correctly & families make a school connection. Does the mentor also check to see if the student is marked present especially if there is a sub in HR? |

| Action Step                                                    | Anticipated Start/Completion | Lead Person/Position       | Materials/Resources/Supports Needed |
|----------------------------------------------------------------|------------------------------|----------------------------|-------------------------------------|
| present daily requirements/expectations for mentoring teachers | 2023-08-21 - 2023-08-23      | TSI admin team (Principal) |                                     |
| Check progress on Benchmark 1 halfway through MP               | 2023-10-02 - 2023-10-05      | TSI data/admin team        |                                     |
| Finalize Benchmark 1 at end of MP                              | 2023-10-30 - 2023-10-31      | TSI data/admin team        |                                     |
| Check progress on Benchmark 2 halfway through MP               | 2023-12-15 - 2024-01-16      | TSI data/admin team        |                                     |
| Finalize Benchmark 2 at end of MP                              | 2024-01-16 - 2024-01-16      | TSI data/admin team        |                                     |
| Check progress on Benchmark 3 halfway through MP               | 2024-02-22 - 2024-02-23      | TSI data/admin team        |                                     |
| Finalize Benchmark 3 at end of MP                              | 2024-03-22 - 2024-03-23      | TSI data/admin             |                                     |

| Action Step                                                                                                                            | Anticipated Start/Completion | Lead Person/Position | Materials/Resources/Supports Needed |
|----------------------------------------------------------------------------------------------------------------------------------------|------------------------------|----------------------|-------------------------------------|
|                                                                                                                                        |                              | team                 |                                     |
| Check progress on Benchmark 4 halfway through MP                                                                                       | 2024-03-29 - 2024-04-02      | TSI data/admin team  |                                     |
| Finalize Benchmark 4 at end of MP                                                                                                      | 2024-06-11 - 2024-06-13      | TSI data/admin team  |                                     |
| "Meet with admin to request: • Materials order (can be provided to Ruth) • Time with PTO before end of year • Time with staff in June" | 2023-05-11 - 2023-05-11      | Sarita               |                                     |
| Create slides explaining Clubs and Mentors                                                                                             | 2023-05-11 - 2023-05-11      | Katie and Sarita     |                                     |
| Create distribute Mentors and Mentees Google Form                                                                                      | 2023-05-16 - 2023-05-16      | Katie                |                                     |
| Club Period formalized                                                                                                                 | 2023-05-01 - 2023-06-30      | Sarita / Admin       |                                     |
| Supply order to Ruth                                                                                                                   | 2023-06-01 - 2023-06-30      | Sarita               |                                     |

| Action Step                                                                                                      | Anticipated Start/Completion | Lead Person/Position  | Materials/Resources/Supports Needed |
|------------------------------------------------------------------------------------------------------------------|------------------------------|-----------------------|-------------------------------------|
| "Create list of SEL partners and club members after mentors and clubs established in June (meet over the summer) | 2023-06-01 -<br>2023-08-18   | Katie and<br>Brittany |                                     |
| Create script for phone calls home                                                                               | 2023-06-01 -<br>2023-08-18   | Michael<br>Cassidy    |                                     |

### Anticipated Outcome

FMS Performance Matters Team members will be trained on how to run reports needed to monitor data/progress for attendance.

### Monitoring/Evaluation

M&M Team/Monthly/Mentor Communication & Phone Logs

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PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

| Measurable Goals                                                                                                                                 | Action Plan Name                  | Professional Development Step                                                                                                                                               | Anticipated Timeline |
|--------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| By June 30 2024, 70% of students in all student groups will demonstrate growth as measured on IXL Diagnostic. (Accommodations and Modifications) | Job                               | During August                                                                                                                                                               | 08/21/2023           |
|                                                                                                                                                  | Embedded Professional Development | inservice, teachers will have an opportunity to have work a session to adapt lessons/assignments based on the professional development received about adapting & modifying. | -<br>08/25/2023      |

PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

| Measurable Goals                                                                                                                  | Action Plan Name           | Professional Development Step                                  | Anticipated Timeline |
|-----------------------------------------------------------------------------------------------------------------------------------|----------------------------|----------------------------------------------------------------|----------------------|
| By June 30 2024, 85% of students in all students groups will be present at least 90% of days enrolled. (Mentoring and Monitoring) | Mentor and Monitor Program | Train M&M teachers on                                          | 08/21/2023           |
|                                                                                                                                   |                            | Interpretalk-practice phone calls until teacher is comfortable | - 08/25/2023         |

## APPROVALS & SIGNATURES

### Assurance of Quality and Accountability

#### Assurance of Quality and Accountability

The Building Administrator, Superintendent/Chief Executive Officer and President of the School Board will affirm the following statements.

We affirm that our school has developed a School Improvement Plan based upon a thorough review of the essential practices to advance educational programs and processes and improve student achievement.

We affirm that the action plans that we will be implementing address our specific school needs, include strategies that provide educational opportunities and instructional strategies for all students and each of the student groups, increases the amount and quality of learning time, and provides equity in the curriculum which may include programs, activities, and courses necessary to provide a well-rounded education. These plans address the needs of all children in the school, but particularly the needs of those at risk of not meeting the challenging State academic standards.

We, the undersigned, hereby certify that the school level plan has been duly reviewed by the Building Administrator, Superintendent of Schools and formally approved by the district's Board of Education, per guidelines required by the Pennsylvania Department of Education.

We hereby affirm and assure that the school level plan:

- Addresses all the **required components** prescribed by the Pennsylvania Department of Education
- Meets **ESSA requirements**
- Reflects **evidence-based strategies that meet the three highest levels of evidence outlined in ESSA**
- Has a **high probability of improving student achievement**
- Has sufficient **LEA leadership and support to ensure successful implementation**

**With this Assurance of Quality & Accountability, we, therefore, request the Pennsylvania Department of Education grant formal approval to implement this school level plan.**

**Signature (Entered Electronically and must have access to web application).**

\_\_\_\_\_  
Chief School Administrator

\_\_\_\_\_  
School Improvement Facilitator Signature

\_\_\_\_\_  
Building Principal Signature

## ADDENDUM A: BACKGROUND INFORMATION TO INFORM PLAN

### Strengths

In the last 2 years (20-21, 21-22) Black students improved by 4.5% and Hispanic students improved by 4.1%, and Students with Disabilities improved by 5.4% (almost double).

Career standards are within 2 points for ELs for Growth and Attainment.

ELs met the State Data Target for Growth. The state average is 22.2% and we scored 20.8%.

#### Writing Strategies (IXL)

25% of students are proficient/advanced on CDT

Growth in disadvantaged and students with disabilities in marking period grades.

All groups are meeting the Career Standards Benchmarks.

ELs met the state data target for growth. The state average is 22.2% and we scored 20.8%

12% of Hispanic students were in the “green” range in Fall Math CDT

### Challenges

EL and Hispanic students are on a number of different levels. Use accommodations from day 1, especially with testing (glossary). Use consistently across all grade levels.

The amount of time available for staff staff to plan instruction (driven by data) is limited.

Attendance for ELs and Hispanic students is significantly low and went down from 91.7% to 75.8%.

#### Grammar and Mechanics & Reading Strategies (IXL)

2% of 8th Grade students are proficient/advanced on CDT

Introduction of New STEELS standards in July 2025.

Social Studies grades are below the district average.

IXL data Econ Disadv : (-19%) 28% P/A ; FMS 47% P/A.

CDT Data Econ Disadv: (-12%) 13% P/A ; FMS 25% P/A.

Maintain and increase growth for ELs to meet the projected 2030 goal

## Strengths

13% of Economically Disadvantaged students were in the “green” range in Fall Math CDT

Career standards: within 2 points for ELs for Growth and Attainment

In last 2 years (20-21, 21-22) black students improved by 4.5% and Hispanic improve by 4.1% and students with disabilities improved by 5.4% (almost double)

We have a shared vision and plan for promoting, enhancing, and sustaining a positive school climate We have a system to address barriers to learning and teaching and re-engage students who have become disengaged. We have practices that promote the positive social, emotional. ethical and civic development of students.

We have a culture of high expectations for all students throughout our school community.

Our schedule includes time for collaboration for general education, special education, and ELD educators. Use of collaborative planning time is structured and impact on teaching and learning is monitored.

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## Challenges

Attendance went down from 91.7% to 75.8%

Only 15% Hispanic students met goal for Future PA Ready when the state average was 22.2% (all ELs was 20.8%)

We have a vision with established goals and benchmarks to drive improvement efforts. These goals and benchmarks are understood and implemented consistently by most staff.

We engage families across the school community. We monitor and evaluate the implementation and impact of our family engagement strategies.

We have structures and protocols to use individual student data to identify and differentiate instruction to address students' academic needs, resulting in rigorous instruction that meets the needs of each student. We regularly collaborate to assess implementation and effectiveness of differentiation strategies.

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## Most Notable Observations/Patterns

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## Challenges

Discussion  
Point

Priority for Planning

The amount of time available for staff staff to plan instruction (driven by data) is limited.

We have structures and protocols to use individual student data to identify and differentiate instruction to address students' academic needs, resulting in rigorous instruction that meets the needs of each student. We regularly collaborate to assess implementation and effectiveness of differentiation strategies.

✓

Attendance went down from 91.7% to 75.8%

✓

# ADDENDUM B: ACTION PLAN

## Action Plan: Job Embedded Professional Development

| Action Steps                                                                                                                                                          | Anticipated Start/Completion Date                                                                                                                                               |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Design and disperse Google Document to assess staff needs when creating modifications and adaptations for all populations (including the areas that people excel in). | 06/09/2023 - 06/16/2023                                                                                                                                                         |
| Monitoring/Evaluation                                                                                                                                                 | Anticipated Output                                                                                                                                                              |
| TSI Team/Every 3 Months/Google Survey                                                                                                                                 | Data will be used to determine the targeted professional development that teachers will receive on adapting & modifying assignments to meet the needs of marginalized students. |
| Material/Resources/Supports Needed                                                                                                                                    | PD Step                                                                                                                                                                         |
| FMS Admin Team Support                                                                                                                                                | no                                                                                                                                                                              |

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| Action Steps                                                                                                                                                        | Anticipated Start/Completion Date |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
| Determine 3-4 opportunities during the school year to follow up on resources, data analysis and planning with administrators checking in with departments and PLCs. | 06/12/2023 - 08/04/2023           |

| Monitoring/Evaluation                 | Anticipated Output                                                                                                                                                              |
|---------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| TSI Team/Every 3 Months/Google Survey | Data will be used to determine the targeted professional development that teachers will receive on adapting & modifying assignments to meet the needs of marginalized students. |

| Material/Resources/Supports Needed | PD Step |
|------------------------------------|---------|
| WCASD/FMS Calendar (2023-24 SY)    | no      |

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| Action Steps                                                                                             | Anticipated Start/Completion Date                                                                                                                                               |
|----------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| During May Inservice explain priority Statements, Student Centered Goals as well as tool for measurement | 05/16/2023 - 05/16/2023                                                                                                                                                         |
| Monitoring/Evaluation                                                                                    | Anticipated Output                                                                                                                                                              |
| TSI Team/Every 3 Months/Google Survey                                                                    | Data will be used to determine the targeted professional development that teachers will receive on adapting & modifying assignments to meet the needs of marginalized students. |
| Material/Resources/Supports Needed                                                                       | PD Step                                                                                                                                                                         |
|                                                                                                          | no                                                                                                                                                                              |
| -----                                                                                                    |                                                                                                                                                                                 |

| Action Steps                                                                                                                                                        | Anticipated Start/Completion Date                                                                                                                                               |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Share with staff that during August inservice you will have opportunity for training and time for adaption of resources in order to plan for student centered goals | 05/16/2023 - 05/16/2023                                                                                                                                                         |
| Monitoring/Evaluation                                                                                                                                               | Anticipated Output                                                                                                                                                              |
| TSI Team/Every 3 Months/Google Survey                                                                                                                               | Data will be used to determine the targeted professional development that teachers will receive on adapting & modifying assignments to meet the needs of marginalized students. |
| Material/Resources/Supports Needed                                                                                                                                  | PD Step                                                                                                                                                                         |
|                                                                                                                                                                     | no                                                                                                                                                                              |

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| Action Steps                                                                                                                 | Anticipated Start/Completion Date                                                                                                                                               |
|------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Google form to assess Staff's needs with modifications and adaptations for all populations and what areas do people excel in | 05/31/2023 - 06/09/2023                                                                                                                                                         |
| Monitoring/Evaluation                                                                                                        | Anticipated Output                                                                                                                                                              |
| TSI Team/Every 3 Months/Google Survey                                                                                        | Data will be used to determine the targeted professional development that teachers will receive on adapting & modifying assignments to meet the needs of marginalized students. |
| Material/Resources/Supports Needed                                                                                           | PD Step                                                                                                                                                                         |
|                                                                                                                              | no                                                                                                                                                                              |
| -----                                                                                                                        |                                                                                                                                                                                 |

**Action Steps****Anticipated Start/Completion Date**

Dionne send out Google Form to Staff

06/09/2023 - 06/12/2023

**Monitoring/Evaluation****Anticipated Output**

TSI Team/Every 3 Months/Google Survey

Data will be used to determine the targeted professional development that teachers will receive on adapting & modifying assignments to meet the needs of marginalized students.

**Material/Resources/Supports Needed****PD Step**

no

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**Action Steps****Anticipated Start/Completion Date**

Review Google Form data &amp; make assignments

06/12/2023 - 06/12/2023

**Monitoring/Evaluation****Anticipated Output**

TSI Team/Every 3 Months/Google Survey

Data will be used to determine the targeted professional development that teachers will receive on adapting & modifying assignments to meet the needs of marginalized students.

**Material/Resources/Supports Needed****PD Step**

no

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**Action Steps****Anticipated Start/Completion Date**

Plan/Prepare August 'adapting and modifying' sessions

07/24/2023 - 07/28/2023

**Monitoring/Evaluation****Anticipated Output**

TSI Team/Every 3 Months/Google Survey

Data will be used to determine the targeted professional development that teachers will receive on adapting & modifying assignments to meet the needs of marginalized students.

**Material/Resources/Supports Needed****PD Step**

no

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**Action Steps****Anticipated Start/Completion Date**

During August inservice, teachers will have an opportunity to have work a session to adapt lessons/assignments based on the professional development received about adapting & modifying.

08/21/2023 - 08/25/2023

**Monitoring/Evaluation****Anticipated Output**

TSI Team/Every 3 Months/Google Survey

Data will be used to determine the targeted professional development that teachers will receive on adapting & modifying assignments to meet the needs of marginalized students.

**Material/Resources/Supports Needed****PD Step**

yes

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**Action Steps****Anticipated Start/Completion Date**

During PLC and staff meetings, staff reflect on the adaptations and implementation of skills as determined/created during August Inservice.

08/28/2023 - 06/14/2024

**Monitoring/Evaluation****Anticipated Output**

TSI Team/Every 3 Months/Google Survey

Data will be used to determine the targeted professional development that teachers will receive on adapting & modifying assignments to meet the needs of marginalized students.

**Material/Resources/Supports Needed****PD Step**

no

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| Action Steps                                                                                                                 | Anticipated Start/Completion Date                                                                                                                                               |
|------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Staff provides input on how to revise the use of CARE and IAS to increase student performance based on teacher specific data | 08/21/2023 - 08/25/2023                                                                                                                                                         |
| Monitoring/Evaluation                                                                                                        | Anticipated Output                                                                                                                                                              |
| TSI Team/Every 3 Months/Google Survey                                                                                        | Data will be used to determine the targeted professional development that teachers will receive on adapting & modifying assignments to meet the needs of marginalized students. |
| Material/Resources/Supports Needed                                                                                           | PD Step                                                                                                                                                                         |
|                                                                                                                              | no                                                                                                                                                                              |

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**Action Steps****Anticipated Start/Completion Date**

Google form to staff about feedback on CARE

05/16/2023 - 05/16/2023

**Monitoring/Evaluation****Anticipated Output**

TSI Team/Every 3 Months/Google Survey

Data will be used to determine the targeted professional development that teachers will receive on adapting & modifying assignments to meet the needs of marginalized students.

**Material/Resources/Supports Needed****PD Step**

no

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| Action Steps                                                       | Anticipated Start/Completion Date                                                                                                                                               |
|--------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Revise IAS based on content specific teachers (Math, ELA, Science) | 08/21/2023 - 06/28/2024                                                                                                                                                         |
| Monitoring/Evaluation                                              | Anticipated Output                                                                                                                                                              |
| TSI Team/Every 3 Months/Google Survey                              | Data will be used to determine the targeted professional development that teachers will receive on adapting & modifying assignments to meet the needs of marginalized students. |
| Material/Resources/Supports Needed                                 | PD Step                                                                                                                                                                         |
|                                                                    | no                                                                                                                                                                              |

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| Action Steps                                                                                             | Anticipated Start/Completion Date                                                                                                                                               |
|----------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Opportunity for feedback given to teachers who adapt content for ELs *admin determine who gives feedback | 10/16/2023 - 10/16/2023                                                                                                                                                         |
| Monitoring/Evaluation                                                                                    | Anticipated Output                                                                                                                                                              |
| TSI Team/Every 3 Months/Google Survey                                                                    | Data will be used to determine the targeted professional development that teachers will receive on adapting & modifying assignments to meet the needs of marginalized students. |
| Material/Resources/Supports Needed                                                                       | PD Step                                                                                                                                                                         |
|                                                                                                          | no                                                                                                                                                                              |

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**Action Steps****Anticipated Start/Completion Date**

Create team for PDs/training for next year (in PDAC)

06/01/2023 - 08/31/2023

**Monitoring/Evaluation****Anticipated Output**

TSI Team/Every 3 Months/Google Survey

Data will be used to determine the targeted professional development that teachers will receive on adapting & modifying assignments to meet the needs of marginalized students.

**Material/Resources/Supports Needed****PD Step**

no

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**Action Steps****Anticipated Start/Completion Date**

Check on goals progress in November - determine date for TSI team to meet then share out during December faculty meeting

11/13/2023 - 11/17/2023

**Monitoring/Evaluation****Anticipated Output**

TSI Team/Every 3 Months/Google Survey

Data will be used to determine the targeted professional development that teachers will receive on adapting & modifying assignments to meet the needs of marginalized students.

**Material/Resources/Supports Needed****PD Step**

no

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**Action Steps****Anticipated Start/Completion Date**

Check on goals progress in February - determine date for TSI team to meet then share out during February faculty meeting

02/12/2024 - 02/16/2024

**Monitoring/Evaluation****Anticipated Output**

TSI Team/Every 3 Months/Google Survey

Data will be used to determine the targeted professional development that teachers will receive on adapting & modifying assignments to meet the needs of marginalized students.

**Material/Resources/Supports Needed****PD Step**

no

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| Action Steps                                                                                             | Anticipated Start/Completion Date                                                                                                                                               |
|----------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Check on goals progress in May - determine date for TSI team to meet then share out during May inservice | 04/22/2024 - 04/26/2024                                                                                                                                                         |
| Monitoring/Evaluation                                                                                    | Anticipated Output                                                                                                                                                              |
| TSI Team/Every 3 Months/Google Survey                                                                    | Data will be used to determine the targeted professional development that teachers will receive on adapting & modifying assignments to meet the needs of marginalized students. |
| Material/Resources/Supports Needed                                                                       | PD Step                                                                                                                                                                         |
|                                                                                                          | no                                                                                                                                                                              |

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| Action Steps                                                 | Anticipated Start/Completion Date                                                                                                                                               |
|--------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ELA Department determines dates for IXL Diagnostic Snapshots | 08/21/2023 - 08/25/2023                                                                                                                                                         |
| Monitoring/Evaluation                                        | Anticipated Output                                                                                                                                                              |
| TSI Team/Every 3 Months/Google Survey                        | Data will be used to determine the targeted professional development that teachers will receive on adapting & modifying assignments to meet the needs of marginalized students. |
| Material/Resources/Supports Needed                           | PD Step                                                                                                                                                                         |
|                                                              | no                                                                                                                                                                              |

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**Action Steps****Anticipated Start/Completion Date**

ELA teachers administer IXL Diagnostic three times

07/31/2023 - 07/31/2024

**Monitoring/Evaluation****Anticipated Output**

TSI Team/Every 3 Months/Google Survey

Data will be used to determine the targeted professional development that teachers will receive on adapting & modifying assignments to meet the needs of marginalized students.

**Material/Resources/Supports Needed****PD Step**

no

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| Action Steps                                                           | Anticipated Start/Completion Date |
|------------------------------------------------------------------------|-----------------------------------|
| Check-in with teachers after PD to see what additional supports needed | 08/24/2023 - 08/24/2023           |

| Monitoring/Evaluation                 | Anticipated Output                                                                                                                                                              |
|---------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| TSI Team/Every 3 Months/Google Survey | Data will be used to determine the targeted professional development that teachers will receive on adapting & modifying assignments to meet the needs of marginalized students. |

| Material/Resources/Supports Needed | PD Step |
|------------------------------------|---------|
|                                    | no      |

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**Action Plan: Mentor and Monitor Program**

**Action Steps****Anticipated Start/Completion Date**

Create team for Performance matters early warning system metric and provide access to Performance Matters with training on how to run reports.

08/21/2023 - 08/24/2023

**Monitoring/Evaluation****Anticipated Output**

M&M Team/Monthly/Mentor Communication & Phone Logs

FMS Performance Matters Team members will be trained on how to run reports needed to monitor data/progress for attendance.

**Material/Resources/Supports Needed****PD Step**

no

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**Action Steps****Anticipated Start/Completion Date**

Review daily requirements for mentoring teachers morning program (including physically walking to HR's to check in on students).

09/29/2023 - 08/25/2023

**Monitoring/Evaluation****Anticipated Output**

M&M Team/Monthly/Mentor Communication & Phone Logs

FMS Performance Matters Team members will be trained on how to run reports needed to monitor data/progress for attendance.

**Material/Resources/Supports Needed****PD Step**

FMS Social Worker

no

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**Action Steps****Anticipated Start/Completion Date**

Ensure team members have school wide access to  
Performance Matters

07/01/2023 - 07/29/2023

**Monitoring/Evaluation****Anticipated Output**

M&M Team/Monthly/Mentor Communication & Phone  
Logs

FMS Performance Matters Team members will be trained on how to run reports  
needed to monitor data/progress for attendance.

**Material/Resources/Supports Needed****PD Step**

no

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| Action Steps                                                                          | Anticipated Start/Completion Date                                                                                          |
|---------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| People with performance matters schoolwide access need training on how to run reports | 07/01/2023 - 08/25/2023                                                                                                    |
| Monitoring/Evaluation                                                                 | Anticipated Output                                                                                                         |
| M&M Team/Monthly/Mentor Communication & Phone Logs                                    | FMS Performance Matters Team members will be trained on how to run reports needed to monitor data/progress for attendance. |
| Material/Resources/Supports Needed                                                    | PD Step                                                                                                                    |
|                                                                                       | no                                                                                                                         |
| -----                                                                                 |                                                                                                                            |

| Action Steps                                                                                                                                                                                                 | Anticipated Start/Completion Date                                                                                          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| Identify available non HR teachers, without 1st period class may be willing to use Interpretalk to reach out to families for Monitor & Mentor (M&M) program. Admin to reach out to ask for volunteers first. | 06/01/2023 - 08/30/2023                                                                                                    |
| Monitoring/Evaluation                                                                                                                                                                                        | Anticipated Output                                                                                                         |
| M&M Team/Monthly/Mentor Communication & Phone Logs                                                                                                                                                           | FMS Performance Matters Team members will be trained on how to run reports needed to monitor data/progress for attendance. |
| Material/Resources/Supports Needed                                                                                                                                                                           | PD Step                                                                                                                    |
| Is calling a teacher duty in pd 1 or 2 after mentors notice that someone is absent?                                                                                                                          | no                                                                                                                         |

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**Action Steps****Anticipated Start/Completion Date**

Train M&M teachers on Interpretalk- practice phone calls until teacher is comfortable

08/21/2023 - 08/25/2023

**Monitoring/Evaluation****Anticipated Output**

M&M Team/Monthly/Mentor Communication & Phone Logs

FMS Performance Matters Team members will be trained on how to run reports needed to monitor data/progress for attendance.

**Material/Resources/Supports Needed****PD Step**

yes

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**Action Steps****Anticipated Start/Completion Date**

create expectation list of daily requirements for mentoring teachers morning program- must include physically walking to HR's to check in on students. Not email or calling down.

07/01/2023 - 07/30/2023

**Monitoring/Evaluation****Anticipated Output**

M&M Team/Monthly/Mentor Communication & Phone Logs

FMS Performance Matters Team members will be trained on how to run reports needed to monitor data/progress for attendance.

**Material/Resources/Supports Needed****PD Step**

Someone would actively need to monitor this mentor program

no

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| Action Steps                                                                                                                                                                                                                                                                                                                      | Anticipated Start/Completion Date                                                                                          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| create flowchart to show if/then with regard to parent contact- ie calls in homeroom or pd 1 and no parent contact then goes to attendance secretary                                                                                                                                                                              | 07/15/2023 - 07/30/2023                                                                                                    |
| Monitoring/Evaluation                                                                                                                                                                                                                                                                                                             | Anticipated Output                                                                                                         |
| M&M Team/Monthly/Mentor Communication & Phone Logs                                                                                                                                                                                                                                                                                | FMS Performance Matters Team members will be trained on how to run reports needed to monitor data/progress for attendance. |
| Material/Resources/Supports Needed                                                                                                                                                                                                                                                                                                | PD Step                                                                                                                    |
| Would need staff assigned to this: duty in pd 1 or 2 to finish calling parents of absent students via interpretalk. Same two people make calls so that interpretalk is used correctly & families make a school connection. Does the mentor also check to see if the student is marked present especially if there is a sub in HR? | no                                                                                                                         |

**Action Steps****Anticipated Start/Completion Date**

present daily requirements/expectations for mentoring teachers

08/21/2023 - 08/23/2023

**Monitoring/Evaluation****Anticipated Output**

M&M Team/Monthly/Mentor Communication & Phone Logs

FMS Performance Matters Team members will be trained on how to run reports needed to monitor data/progress for attendance.

**Material/Resources/Supports Needed****PD Step**

no

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**Action Steps****Anticipated Start/Completion Date**

Check progress on Benchmark 1 halfway through MP

10/02/2023 - 10/05/2023

**Monitoring/Evaluation****Anticipated Output**

M&amp;M Team/Monthly/Mentor Communication &amp; Phone Logs

FMS Performance Matters Team members will be trained on how to run reports needed to monitor data/progress for attendance.

**Material/Resources/Supports Needed****PD Step**

no

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**Action Steps****Anticipated Start/Completion Date**

Finalize Benchmark 1 at end of MP

10/30/2023 - 10/31/2023

**Monitoring/Evaluation****Anticipated Output**

M&amp;M Team/Monthly/Mentor Communication &amp; Phone Logs

FMS Performance Matters Team members will be trained on how to run reports needed to monitor data/progress for attendance.

**Material/Resources/Supports Needed****PD Step**

no

| Action Steps                                       | Anticipated Start/Completion Date                                                                                          |
|----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| Check progress on Benchmark 2 halfway through MP   | 12/15/2023 - 01/16/2024                                                                                                    |
| Monitoring/Evaluation                              | Anticipated Output                                                                                                         |
| M&M Team/Monthly/Mentor Communication & Phone Logs | FMS Performance Matters Team members will be trained on how to run reports needed to monitor data/progress for attendance. |
| Material/Resources/Supports Needed                 | PD Step                                                                                                                    |
|                                                    |                                                                                                                            |

**Action Steps****Anticipated Start/Completion Date**

Finalize Benchmark 2 at end of MP

01/16/2024 - 01/16/2024

**Monitoring/Evaluation****Anticipated Output**

M&M Team/Monthly/Mentor Communication & Phone Logs

FMS Performance Matters Team members will be trained on how to run reports needed to monitor data/progress for attendance.

**Material/Resources/Supports Needed****PD Step**

no

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| Action Steps                                     | Anticipated Start/Completion Date |
|--------------------------------------------------|-----------------------------------|
| Check progress on Benchmark 3 halfway through MP | 02/22/2024 - 02/23/2024           |

| Monitoring/Evaluation                              | Anticipated Output                                                                                                         |
|----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| M&M Team/Monthly/Mentor Communication & Phone Logs | FMS Performance Matters Team members will be trained on how to run reports needed to monitor data/progress for attendance. |

| Material/Resources/Supports Needed | PD Step |
|------------------------------------|---------|
|                                    | no      |

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| Action Steps                      | Anticipated Start/Completion Date |
|-----------------------------------|-----------------------------------|
| Finalize Benchmark 3 at end of MP | 03/22/2024 - 03/23/2024           |

| Monitoring/Evaluation                              | Anticipated Output                                                                                                         |
|----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| M&M Team/Monthly/Mentor Communication & Phone Logs | FMS Performance Matters Team members will be trained on how to run reports needed to monitor data/progress for attendance. |

| Material/Resources/Supports Needed | PD Step |
|------------------------------------|---------|
|                                    | no      |

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| Action Steps                                     | Anticipated Start/Completion Date |
|--------------------------------------------------|-----------------------------------|
| Check progress on Benchmark 4 halfway through MP | 03/29/2024 - 04/02/2024           |

| Monitoring/Evaluation                              | Anticipated Output                                                                                                         |
|----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| M&M Team/Monthly/Mentor Communication & Phone Logs | FMS Performance Matters Team members will be trained on how to run reports needed to monitor data/progress for attendance. |

| Material/Resources/Supports Needed | PD Step |
|------------------------------------|---------|
|                                    | no      |

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**Action Steps****Anticipated Start/Completion Date**

Finalize Benchmark 4 at end of MP

06/11/2024 - 06/13/2024

**Monitoring/Evaluation****Anticipated Output**

M&amp;M Team/Monthly/Mentor Communication &amp; Phone Logs

FMS Performance Matters Team members will be trained on how to run reports needed to monitor data/progress for attendance.

**Material/Resources/Supports Needed****PD Step**

no

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**Action Steps****Anticipated Start/Completion Date**

"Meet with admin to request: • Materials order (can be provided to Ruth) • Time with PTO before end of year • Time with staff in June"

05/11/2023 - 05/11/2023

**Monitoring/Evaluation****Anticipated Output**

M&M Team/Monthly/Mentor Communication & Phone Logs

FMS Performance Matters Team members will be trained on how to run reports needed to monitor data/progress for attendance.

**Material/Resources/Supports Needed****PD Step**

no

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**Action Steps****Anticipated Start/Completion Date**

Create slides explaining Clubs and Mentors

05/11/2023 - 05/11/2023

**Monitoring/Evaluation****Anticipated Output**M&M Team/Monthly/Mentor Communication & Phone  
LogsFMS Performance Matters Team members will be trained on how to run reports  
needed to monitor data/progress for attendance.**Material/Resources/Supports Needed****PD Step**

no

**Action Steps****Anticipated Start/Completion Date**

Create distribute Mentors and Mentees Google Form

05/16/2023 - 05/16/2023

**Monitoring/Evaluation****Anticipated Output**M&M Team/Monthly/Mentor Communication & Phone  
LogsFMS Performance Matters Team members will be trained on how to run reports  
needed to monitor data/progress for attendance.**Material/Resources/Supports Needed****PD Step**

no

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**Action Steps****Anticipated Start/Completion Date**

Club Period formalized

05/01/2023 - 06/30/2023

**Monitoring/Evaluation****Anticipated Output**M&M Team/Monthly/Mentor Communication & Phone  
LogsFMS Performance Matters Team members will be trained on how to run reports  
needed to monitor data/progress for attendance.**Material/Resources/Supports Needed****PD Step**

no

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**Action Steps****Anticipated Start/Completion Date**

Supply order to Ruth

06/01/2023 - 06/30/2023

**Monitoring/Evaluation****Anticipated Output**M&M Team/Monthly/Mentor Communication & Phone  
LogsFMS Performance Matters Team members will be trained on how to run reports  
needed to monitor data/progress for attendance.**Material/Resources/Supports Needed****PD Step**

no

---

**Action Steps****Anticipated Start/Completion Date**

"Create list of SEL partners and club members after mentors and clubs established in June (meet over the summer)

06/01/2023 - 08/18/2023

**Monitoring/Evaluation****Anticipated Output**

M&M Team/Monthly/Mentor Communication & Phone Logs

FMS Performance Matters Team members will be trained on how to run reports needed to monitor data/progress for attendance.

**Material/Resources/Supports Needed****PD Step**

no

-----

**Action Steps****Anticipated Start/Completion Date**

Create script for phone calls home

06/01/2023 - 08/18/2023

**Monitoring/Evaluation****Anticipated Output**

M&amp;M Team/Monthly/Mentor Communication &amp; Phone Logs

FMS Performance Matters Team members will be trained on how to run reports needed to monitor data/progress for attendance.

**Material/Resources/Supports Needed****PD Step**

no

ADDENDUM C: PROFESSIONAL DEVELOPMENT PLANS

| Measurable Goals                                                                                                                                 | Action Plan Name                      | Professional Development Step                                                                                                                                                             | Anticipated Timeline          |
|--------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| By June 30 2024, 70% of students in all student groups will demonstrate growth as measured on IXL Diagnostic. (Accommodations and Modifications) | Job Embedded Professional Development | During August inservice, teachers will have an opportunity to have work a session to adapt lessons/assignments based on the professional development received about adapting & modifying. | 08/21/2023<br>-<br>08/25/2023 |
|                                                                                                                                                  |                                       |                                                                                                                                                                                           |                               |
| By June 30 2024, 85% of students in all students groups will be present at least 90% of days enrolled. (Mentoring and Monitoring)                | Mentor and Monitor Program            | Train M&M teachers on Interpretalk-practice phone calls until teacher is comfortable                                                                                                      | 08/21/2023<br>-<br>08/25/2023 |

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PROFESSIONAL DEVELOPMENT PLANS

| Professional Development Step | Audience     | Topics of Prof. Dev                     |
|-------------------------------|--------------|-----------------------------------------|
| August Inservice              | All teachers | Adapting and Modifying for all learners |

| Evidence of Learning | Anticipated Timeframe   | Lead Person/Position |
|----------------------|-------------------------|----------------------|
| Lesson activities    | 08/21/2023 - 08/25/2023 | Department Leads     |

| Danielson Framework Component Met in this Plan: | This Step meets the Requirements of State Required Trainings: |
|-------------------------------------------------|---------------------------------------------------------------|
|                                                 | Teaching Diverse Learners in Inclusive Settings               |

- - - - -

| Professional Development Step | Audience | Topics of Prof. Dev |
|-------------------------------|----------|---------------------|
| Interpretalk Training         | Mentors  | Interpretalk        |

| Evidence of Learning           | Anticipated Timeframe   | Lead Person/Position |
|--------------------------------|-------------------------|----------------------|
| Successful use of interpretalk | 08/21/2023 - 08/25/2023 | Teacher Leaders      |

**Danielson Framework Component Met in this Plan:**

**This Step meets the Requirements of State Required Trainings:**

Common Ground: Culturally Relevant Sustaining Education

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**ADDENDUM E: COMPREHENSIVE PLAN COMMUNICATIONS**

| Communication Step | Topics of Message | Mode | Audience | Anticipated Timeline |
|--------------------|-------------------|------|----------|----------------------|
| <hr/>              |                   |      |          |                      |

**E N PEIRCE MS**

1314 Burke Rd

ATSI non-Title 1 School Plan | 2023 - 2024

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## **VISION FOR LEARNING**

Our vision is for all PMS students to be challenged and supported through meaningful connections to achieve their personal best academically, socially, and emotionally.

## STEERING COMMITTEE

| Name                     | Position                   | Building/Group |
|--------------------------|----------------------------|----------------|
| Joseph DiAntonio         | Principal                  | WCASD          |
| Kristen de Zeeuw         | Teacher                    | WCASD          |
| Kathy Neufer             | Teacher                    | WCASD          |
| Michelle West            | Teacher                    | WCASD          |
| Diane Squeri             | Teacher                    | WCASD          |
| Carol DeMarco            | Teacher                    | WCASD          |
| Elizabeth Garduno        | Teacher                    | WCASD          |
| Tara Weaver              | Teacher                    | WCASD          |
| Dr. Cheryl Newtown Woods | District Level Leaders     | WCASD          |
| Dr. Kalia Reynolds       | Chief School Administrator | WCASD          |
| Dara Kline               | Education Specialist       | CCIU           |
| Kara Bailey              | District Level Leaders     | WCASD          |
| Sandra Bradley           | Community Member           | WCASD          |
|                          |                            |                |

**Name**

**Position**

**Building/Group**

Selene Lacayo

Parent

Parent of student

## ESTABLISHED PRIORITIES

| Priority Statement                                                                                                                                                                                                                              | Outcome Category                                                      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|
| If we provide cross curricular content support to our targeted student group, we will be able to identify the appropriate accommodations and supports that will enable students to become more independent learners and achieve on grade level. | Essential Practices 1: Focus on Continuous Improvement of Instruction |
| If we implement a more personalized communication system with our ELD students and families, then we can make them feel more valued and included, and our students will better engage within the school community.                              | Community Engagement                                                  |

## ACTION PLAN AND STEPS

| Evidence-based Strategy       |                                                                                                                                                                 |
|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Community Engagement Campaign |                                                                                                                                                                 |
| Measurable Goals              |                                                                                                                                                                 |
| Goal Nickname                 | Measurable Goal Statement (Smart Goal)                                                                                                                          |
| Student Engagement            | By June 2024, 80% of our targeted group students and families will indicate positive engagement with Peirce Middle School as measured by our Engagement Survey. |

| Action Step                                                                                                                            | Anticipated Start/Completion | Lead Person/Position                                 | Materials/Resources/Supports Needed           |
|----------------------------------------------------------------------------------------------------------------------------------------|------------------------------|------------------------------------------------------|-----------------------------------------------|
| Review data from WCASD Climate and Culture Survey to see what school satisfaction data may exist with regard to our targeted families. | 2023-04-17 - 2023-05-23      | ATSI Team/Carol DeMarco, Eli Garduno, Sandra Bradley | WCASD Climate and Culture Survey              |
| Research other school satisfaction/engagement surveys.                                                                                 | 2023-05-17 - 2023-05-31      | ATSI Team/Carol DeMarco, Eli Garduno, Sandra Bradley |                                               |
| Develop an engagement survey for our targeted families to establish a baseline of their feelings about Peirce Middle School.           | 2023-06-01 - 2023-06-13      | ATSI Team/Carol DeMarco, Eli Garduno, Sandra Bradley |                                               |
| Change weekly communication platform to "SMORE" to provide a greater range to translate into different languages.                      | 2023-07-10 - 2023-07-28      | Joseph DiAntonio                                     | Smore online platform                         |
| Review attendance and discipline data of targeted students for this school year to set a baseline.                                     | 2023-07-10 - 2023-07-21      | ATSI Team                                            | 2022-2023 end of year summer information      |
| Obtain list of targeted students and families.                                                                                         | 2023-07-10 - 2023-05-21      | Joseph DiAntonio                                     | Performance Matters, Mary Printz, Jim Ronayne |
| Hold welcome back to school night for Spanish speaking families.                                                                       | 2023-08-21 - 2023-08-21      | Peirce Middle School Administration                  | Zoom                                          |
| Use automated phone call function to relay information from the weekly communication to our Spanish speaking families.                 | 2023-08-21 - 2024-06-21      | Carol DeMarco/Eli Garduna/Sandra Bradley             | School Messenger                              |

| Action Step                                                                                                       | Anticipated Start/Completion | Lead Person/Position                                                      | Materials/Resources/Supports Needed |
|-------------------------------------------------------------------------------------------------------------------|------------------------------|---------------------------------------------------------------------------|-------------------------------------|
| Plan interventions for student identified in quarterly reviews.                                                   | 2023-10-21 - 2023-11-01      | PMS ATSI Team                                                             | Pre-referral Intervention Manual    |
| Review attendance and discipline data from the 1st Quarter to identify students for interventions.                | 2023-11-21 - 2023-12-21      | PMS Administrators and Counselors                                         | Performance Matters                 |
| Review attendance and discipline data from the 2nd Quarter to identify students for interventions.                | 2024-01-15 - 2024-01-31      | PMS Administration/MTSS Team                                              |                                     |
| Review attendance and discipline data from the 3rd Quarter to identify students for interventions.                | 2024-04-10 - 2024-04-24      | PMS Administration/MTSS                                                   |                                     |
| ELD Transition Day for rising 6th grade students                                                                  | 2024-05-14 - 2024-05-14      | Michelle West, Eli Garduna, Sandra Bradley                                |                                     |
| Rising 6th Grade Parent Night for Spanish Speaking Families                                                       | 2024-05-14 - 2024-05-14      | Joe DiAntonio, Sandra Bradley, Phil Matilla, Judy Maxwell, Michelle West, |                                     |
| Distribute the survey to families.                                                                                | 2024-06-06 - 2024-06-06      | Carol DeMarco/Eli Garduna/Sandra Bradley                                  |                                     |
| Compare Student Discipline, Attendance, and Course Pass Rates from 2023 and 2024 to monitor effectiveness of plan | 2024-06-20 - 2024-07-21      | PMS Administrative Team                                                   |                                     |
| Provide training to teachers on how to sign up for and                                                            | 2023-08-21 -                 | Michelle West                                                             | Talking Points                      |

| Action Step                              | Anticipated Start/Completion | Lead Person/Position | Materials/Resources/Supports Needed |
|------------------------------------------|------------------------------|----------------------|-------------------------------------|
| use the Talking Points Program.          | 2023-05-26                   |                      |                                     |
| Compare Parent Survey from 2023 and 2024 | 2024-06-10 - 2023-07-21      | PMS Administration   |                                     |

| Anticipated Outcome                                                                                                                                             |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| By June 2024, 80% of our targeted group students and families will indicate positive engagement with Peirce Middle School as measured by our Engagement Survey. |

| Monitoring/Evaluation                                                         |
|-------------------------------------------------------------------------------|
| PMS Administration, Quarterly, Survey Data, Discipline Data, Attendance Data. |

| Evidence-based Strategy                       |
|-----------------------------------------------|
| Create a culture of data informed instruction |

| Measurable Goals    |                                                                                                                                                    |
|---------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| Goal Nickname       | Measurable Goal Statement (Smart Goal)                                                                                                             |
| Student Achievement | By June 30 2024, 70% of student groups/subgroups will show growth towards reaching grade level as measured by the benchmark test for ELA and Math. |

| Action Step                                                                                                                     | Anticipated Start/Completion | Lead Person/Position                 | Materials/Resources/Supports Needed  |
|---------------------------------------------------------------------------------------------------------------------------------|------------------------------|--------------------------------------|--------------------------------------|
| Communicate to staff the plan to measure and support student growth over the 2023-2024 school year.                             | 2023-05-16 - 2023-05-16      | Joseph DiAntonio                     | None                                 |
| Offer a core math class taught by a Spanish Speaking Instructor.                                                                | 2023-08-28 - 2024-06-15      | Lee Brandon                          | ELD Paraprofessional                 |
| Provide Professional Development for implementing the IXL diagnostic as an ELD CFA                                              | 2023-08-23 - 2023-08-25      | James Ronayne/Michelle West          | Performance Matters                  |
| Provide Professional Development to our ELA Department for the IXL Diagnostic                                                   | 2023-08-21 - 2023-08-25      | James Ronayne/Kara Bailey            | IXL/Performance matters              |
| Provide schoolwide professional development: effective strategies to accommodate ELD Learning in a regular education classroom. | 2023-08-21 - 2023-05-25      | Joseph DiAntonio/ CCIU               |                                      |
| Fall: Administer Math CDT all grade levels                                                                                      | 2023-11-13 - 2023-11-17      | Kathy Neufer, Peirce Math Department | Math CDT                             |
| Plan interventions for student identified in quarterly reviews                                                                  | 2023-10-24 - 2023-11-01      | ATSI Team                            | Intervention Planning Tool (Ronayne) |
| Implement Math Intervention (Pride Period Pull out groups/Math Plus)                                                            | 2023-11-20 - 2023-12-20      | Kathy Neufer/Math Plus Teachers      |                                      |
| Math Specialist attends the training, "Supporting ELD students on                                                               | 2023-07-10 -                 | Kathy Neufer                         |                                      |

| Action Step                                                                    | Anticipated Start/Completion | Lead Person/Position                      | Materials/Resources/Supports Needed |
|--------------------------------------------------------------------------------|------------------------------|-------------------------------------------|-------------------------------------|
| the Demos math platform." Push out to Math PLC groups building wide            | 2023-07-23                   |                                           |                                     |
| Fall: Implement IXL Growth Diagnostic for all grades                           | 2023-11-20 -<br>2023-12-01   | Peirce Reading Specialists/ELA Department | IXL Growth Diagnostic               |
| Implement ELA/Reading Intervention (Pride Period pull out groups/Reading Plus) | 2023-12-01 -<br>2023-12-22   | Peirce Reading Specialists/ELA Department |                                     |
| Winter: Administer Math CDT all grade levels                                   | 2024-01-15 -<br>2024-01-19   | Kathy Neufer, Peirce Math Department      | Math CDT                            |
| Implement Math Intervention (Pride Period Pull out groups/Math Plus)           | 2024-01-25 -<br>2024-03-01   | Kathy Neufer/Math Plus Teachers           |                                     |
| Winter: Implement IXL Growth Diagnostic for all grades                         | 2024-01-25 -<br>2024-01-29   | Reading Specialists/ELA Department        |                                     |
| Implement ELA/Reading Intervention (Pride Period pull out groups/Reading Plus) | 2024-02-19 -<br>2024-04-01   | Reading Specialists/ELA Department        |                                     |
| Spring: Administer Math CDT to all grade levels                                | 2024-04-10 -<br>2024-04-15   | Kathy Neufer, Peirce Math Department      |                                     |

| Action Step                                                                     | Anticipated Start/Completion | Lead Person/Position               | Materials/Resources/Supports Needed |
|---------------------------------------------------------------------------------|------------------------------|------------------------------------|-------------------------------------|
| Implement Math Intervention (Pride Period Pull out groups/Math Plus)            | 2024-04-22 -<br>2024-05-24   | Kathy Neufer/Math Plus Teachers    |                                     |
| Spring: Implement IXL Growth Diagnostic for all grades                          | 2024-04-10 -<br>2024-04-15   | Reading Specialists/ELA Department |                                     |
| Implement ELA/Reading Intervention (Pride Period pull out groups/Reading Plus)  | 2024-04-25 -<br>2024-05-24   | Reading Specialists/ELA Department |                                     |
| Review Student Progress for the year on CDT and IXL Growth Diagnostic           | 2024-06-14 -<br>2024-06-23   | ATSI Team                          | End of year CDT and IXL Growth data |
| In PLC's, teams will monitor student progress through local CFAs/IXL/other tool | 2023-09-11 -<br>2024-06-07   | All PLC Members                    |                                     |

### Anticipated Outcome

Math and Ela Growth will be above the PA standard for academic growth (PVAAS) for the ELD and economically disadvantaged subgroups. By June 30 2024, 70% of students in all student groups/subgroups will show growth toward grade level as measured by the benchmark test for ELA and Math.

### Monitoring/Evaluation

Quarterly, ELA/Math Specialists, ATSI Team, CDT Data, IXL Growth Data



PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

| Measurable Goals                                                                                                                                                                        | Action Plan Name              | Professional Development Step                                                          | Anticipated Timeline          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|----------------------------------------------------------------------------------------|-------------------------------|
| By June 2024, 80% of our targeted group students and families will indicate positive engagement with Peirce Middle School as measured by our Engagement Survey.<br>(Student Engagement) | Community Engagement Campaign | Provide training to teachers on how to sign up for and use the Talking Points Program. | 08/21/2023<br>-<br>05/26/2023 |

PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

| Measurable Goals                                                                                                                                                         | Action Plan Name                              | Professional Development Step                                                      | Anticipated Timeline          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|------------------------------------------------------------------------------------|-------------------------------|
| By June 30 2024, 70% of student groups/subgroups will show growth towards reaching grade level as measured by the benchmark test for ELA and Math. (Student Achievement) | Create a culture of data informed instruction | Provide Professional Development for implementing the IXL diagnostic as an ELD CFA | 08/23/2023<br>-<br>08/25/2023 |

PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

| Measurable Goals                                                                                                                                                         | Action Plan Name                              | Professional Development Step                                                 | Anticipated Timeline          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|-------------------------------------------------------------------------------|-------------------------------|
| By June 30 2024, 70% of student groups/subgroups will show growth towards reaching grade level as measured by the benchmark test for ELA and Math. (Student Achievement) | Create a culture of data informed instruction | Provide Professional Development to our ELA Department for the IXL Diagnostic | 08/21/2023<br>-<br>08/25/2023 |

PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

| Measurable Goals                                                                                                                                                         | Action Plan Name                              | Professional Development Step                                                                                                   | Anticipated Timeline          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| By June 30 2024, 70% of student groups/subgroups will show growth towards reaching grade level as measured by the benchmark test for ELA and Math. (Student Achievement) | Create a culture of data informed instruction | Provide schoolwide professional development: effective strategies to accommodate ELD Learning in a regular education classroom. | 08/21/2023<br>-<br>05/25/2023 |

PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

| Measurable Goals                                                                                                                                                         | Action Plan Name                              | Professional Development Step                                                                                                         | Anticipated Timeline          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| By June 30 2024, 70% of student groups/subgroups will show growth towards reaching grade level as measured by the benchmark test for ELA and Math. (Student Achievement) | Create a culture of data informed instruction | Math Specialist attends the training, "Supporting ELD students on the Demos math platform." Push out to Math PLC groups building wide | 07/10/2023<br>-<br>07/23/2023 |

PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

| Measurable Goals                                                                                                                                                         | Action Plan Name                              | Professional Development Step                        | Anticipated Timeline          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|------------------------------------------------------|-------------------------------|
| By June 30 2024, 70% of student groups/subgroups will show growth towards reaching grade level as measured by the benchmark test for ELA and Math. (Student Achievement) | Create a culture of data informed instruction | Fall: Implement IXL Growth Diagnostic for all grades | 11/20/2023<br>-<br>12/01/2023 |

## APPROVALS & SIGNATURES

### Assurance of Quality and Accountability

#### Assurance of Quality and Accountability

The Building Administrator, Superintendent/Chief Executive Officer and President of the School Board will affirm the following statements.

We affirm that our school has developed a School Improvement Plan based upon a thorough review of the essential practices to advance educational programs and processes and improve student achievement.

We affirm that the action plans that we will be implementing address our specific school needs, include strategies that provide educational opportunities and instructional strategies for all students and each of the student groups, increases the amount and quality of learning time, and provides equity in the curriculum which may include programs, activities, and courses necessary to provide a well-rounded education. These plans address the needs of all children in the school, but particularly the needs of those at risk of not meeting the challenging State academic standards.

We, the undersigned, hereby certify that the school level plan has been duly reviewed by the Building Administrator, Superintendent of Schools and formally approved by the district's Board of Education, per guidelines required by the Pennsylvania Department of Education.

We hereby affirm and assure that the school level plan:

- Addresses all the **required components** prescribed by the Pennsylvania Department of Education
- Meets **ESSA requirements**
- Reflects **evidence-based strategies that meet the three highest levels of evidence outlined in ESSA**
- Has a **high probability of improving student achievement**
- Has sufficient **LEA leadership and support to ensure successful implementation**

**With this Assurance of Quality & Accountability, we, therefore, request the Pennsylvania Department of Education grant formal approval to implement this school level plan.**

**Signature (Entered Electronically and must have access to web application).**

\_\_\_\_\_  
Chief School Administrator

\_\_\_\_\_  
School Improvement Facilitator Signature

\_\_\_\_\_  
Building Principal Signature

## ADDENDUM A: BACKGROUND INFORMATION TO INFORM PLAN

### Strengths

Math PSSA 2021-2022: Six out of seven student groups made growth and all English learner learners made some growth.

Combined ELA and Math 2021-2022: Increase in the % of proficient or advanced for the identified subgroups (English Language Learners, Hispanic, Economically Disadvantaged).

97.25% of all students enrolled in English classes successfully passed the course.

91.67% of English Language Learners enrolled in English classes successfully passed the course.

97.44 % of all students enrolled in Reading classes successfully passed the course.

93.10% of black Students and 92.59% of Hispanic students enrolled in English classes successfully passed the course.

Increase in the overall percentage of students that passed their Math class from 2021 to 2022: 94.48% to 97.71%

Increase in the percentage of minority students that passed their Math class from 2021 to 2022: 86.58% to 92.68%.

### Challenges

PSSA Math 2021-2022: 37.2% of students were proficient or advanced in the Math PSSA (Statewide average was 35.7%).

English Language Growth and Attainment: Percent English Language Growth and Attainment (12.9%) Statewide Average 22.2%

93.10% of black Students and 92.59% of Hispanic students enrolled in English classes successfully passed the course.

Special Education students performed below their peers in terms of % passing their math class (97.71% vs. 93.71%).

Decrease in the percentage of Hispanic students who passed their Science class 91.23 %.

ELL Students are 4% of PMS populations but are 14% of students with referrals.

Only 82.1% of our Hispanic students met this benchmark. The statewide average was 88.3% in 2021-2022

87.83 of Hispanic students successfully passed their English course.

## Strengths

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Increase in the percentage of students that passed their Science class from 2021 to 2022: 97.79% to 98.3%.

Increase in the percentage of special education students that passed their Science class from 2021-2022: 91.28% to 93.71%.

97.44 of Hispanic students successfully passed their English course.

Identify professional learning needs through analysis of a variety of data \*

Promote and sustain a positive school environment where all members feel welcomed, supported, and safe in school: socially, emotionally, intellectually and physically \*

Career Standards Benchmark-96.4% of all students meet the career standards benchmark in 2021-2022.

Build leadership capacity and empower staff in the development and successful implementation of initiatives that better serve students, staff, and the school \*

Identify and address individual student learning needs \*

## Challenges

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ED students are 18% of PMS population but are 29% of students with referrals.

Foster a culture of high expectations for success for all students, educators, families, and community members \*

Align curricular materials and lesson plans to the PA Standards \*

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## Most Notable Observations/Patterns

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### Challenges

PSSA Math 2021-2022: 37.2% of students were proficient or advanced in the Math PSSA (Statewide average was 35.7%).

English Language Growth and Attainment: Percent English Language Growth and Attainment (12.9%) Statewide Average 22.2%

ED students are 18% of PMS population but are 29% of students with referrals.

Foster a culture of high expectations for success for all students, educators, families, and community members \*

Align curricular materials and lesson plans to the PA Standards \*

### Discussion Point

Lack of math supports to account for the learning gaps caused by the Covid Shutdown.

double the number of students who accumulated 16 or more absences in 21-22 vs. 20-21.

### Priority for Planning

✓

✓

# ADDENDUM B: ACTION PLAN

## Action Plan: Community Engagement Campaign

| Action Steps                                                                                                                           | Anticipated Start/Completion Date                                                                                                                               |
|----------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Review data from WCASD Climate and Culture Survey to see what school satisfaction data may exist with regard to our targeted families. | 04/17/2023 - 05/23/2023                                                                                                                                         |
| Monitoring/Evaluation                                                                                                                  | Anticipated Output                                                                                                                                              |
| PMS Administration, Quarterly, Survey Data, Discipline Data, Attendance Data.                                                          | By June 2024, 80% of our targeted group students and families will indicate positive engagement with Peirce Middle School as measured by our Engagement Survey. |
| Material/Resources/Supports Needed                                                                                                     | PD Step                                                                                                                                                         |
| WCASD Climate and Culture Survey                                                                                                       | no                                                                                                                                                              |

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**Action Steps****Anticipated Start/Completion Date**

Research other school satisfaction/engagement surveys.

05/17/2023 - 05/31/2023

**Monitoring/Evaluation****Anticipated Output**

PMS Administration, Quarterly, Survey Data, Discipline Data, Attendance Data.

By June 2024, 80% of our targeted group students and families will indicate positive engagement with Peirce Middle School as measured by our Engagement Survey.

**Material/Resources/Supports Needed****PD Step**

no

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**Action Steps****Anticipated Start/Completion Date**

Develop an engagement survey for our targeted families to establish a baseline of their feelings about Peirce Middle School.

06/01/2023 - 06/13/2023

**Monitoring/Evaluation****Anticipated Output**

PMS Administration, Quarterly, Survey Data, Discipline Data, Attendance Data.

By June 2024, 80% of our targeted group students and families will indicate positive engagement with Peirce Middle School as measured by our Engagement Survey.

**Material/Resources/Supports Needed****PD Step**

no

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**Action Steps****Anticipated Start/Completion Date**

Change weekly communication platform to "SMORE" to provide a greater range to translate into different languages.

07/10/2023 - 07/28/2023

**Monitoring/Evaluation****Anticipated Output**

PMS Administration, Quarterly, Survey Data, Discipline Data, Attendance Data.

By June 2024, 80% of our targeted group students and families will indicate positive engagement with Peirce Middle School as measured by our Engagement Survey.

**Material/Resources/Supports Needed****PD Step**

Smore online platform

no

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| Action Steps                                                                                       | Anticipated Start/Completion Date                                                                                                                               |
|----------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Review attendance and discipline data of targeted students for this school year to set a baseline. | 07/10/2023 - 07/21/2023                                                                                                                                         |
| Monitoring/Evaluation                                                                              | Anticipated Output                                                                                                                                              |
| PMS Administration, Quarterly, Survey Data, Discipline Data, Attendance Data.                      | By June 2024, 80% of our targeted group students and families will indicate positive engagement with Peirce Middle School as measured by our Engagement Survey. |
| Material/Resources/Supports Needed                                                                 | PD Step                                                                                                                                                         |
| 2022-2023 end of year summer information                                                           | no                                                                                                                                                              |

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**Action Steps****Anticipated Start/Completion Date**

Obtain list of targeted students and families.

07/10/2023 - 05/21/2023

**Monitoring/Evaluation****Anticipated Output**

PMS Administration, Quarterly, Survey Data, Discipline Data, Attendance Data.

By June 2024, 80% of our targeted group students and families will indicate positive engagement with Peirce Middle School as measured by our Engagement Survey.

**Material/Resources/Supports Needed****PD Step**

Performance Matters, Mary Printz, Jim Ronayne

no

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**Action Steps****Anticipated Start/Completion Date**

Hold welcome back to school night for Spanish speaking families.

08/21/2023 - 08/21/2023

**Monitoring/Evaluation****Anticipated Output**

PMS Administration, Quarterly, Survey Data, Discipline Data, Attendance Data.

By June 2024, 80% of our targeted group students and families will indicate positive engagement with Peirce Middle School as measured by our Engagement Survey.

**Material/Resources/Supports Needed****PD Step**

Zoom

no

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| Action Steps                                                                                                           | Anticipated Start/Completion Date                                                                                                                               |
|------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Use automated phone call function to relay information from the weekly communication to our Spanish speaking families. | 08/21/2023 - 06/21/2024                                                                                                                                         |
| Monitoring/Evaluation                                                                                                  | Anticipated Output                                                                                                                                              |
| PMS Administration, Quarterly, Survey Data, Discipline Data, Attendance Data.                                          | By June 2024, 80% of our targeted group students and families will indicate positive engagement with Peirce Middle School as measured by our Engagement Survey. |
| Material/Resources/Supports Needed                                                                                     | PD Step                                                                                                                                                         |
| School Messenger                                                                                                       | no                                                                                                                                                              |

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| Action Steps                                                                  | Anticipated Start/Completion Date                                                                                                                               |
|-------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Plan interventions for student identified in quarterly reviews.               | 10/21/2023 - 11/01/2023                                                                                                                                         |
| Monitoring/Evaluation                                                         | Anticipated Output                                                                                                                                              |
| PMS Administration, Quarterly, Survey Data, Discipline Data, Attendance Data. | By June 2024, 80% of our targeted group students and families will indicate positive engagement with Peirce Middle School as measured by our Engagement Survey. |
| Material/Resources/Supports Needed                                            | PD Step                                                                                                                                                         |
| Pre-referral Intervention Manual                                              | no                                                                                                                                                              |

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| Action Steps                                                                                       | Anticipated Start/Completion Date                                                                                                                               |
|----------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Review attendance and discipline data from the 1st Quarter to identify students for interventions. | 11/21/2023 - 12/21/2023                                                                                                                                         |
| Monitoring/Evaluation                                                                              | Anticipated Output                                                                                                                                              |
| PMS Administration, Quarterly, Survey Data, Discipline Data, Attendance Data.                      | By June 2024, 80% of our targeted group students and families will indicate positive engagement with Peirce Middle School as measured by our Engagement Survey. |
| Material/Resources/Supports Needed                                                                 | PD Step                                                                                                                                                         |
| Performance Matters                                                                                | no                                                                                                                                                              |

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| Action Steps                                                                                       | Anticipated Start/Completion Date                                                                                                                               |
|----------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Review attendance and discipline data from the 2nd Quarter to identify students for interventions. | 01/15/2024 - 01/31/2024                                                                                                                                         |
| Monitoring/Evaluation                                                                              | Anticipated Output                                                                                                                                              |
| PMS Administration, Quarterly, Survey Data, Discipline Data, Attendance Data.                      | By June 2024, 80% of our targeted group students and families will indicate positive engagement with Peirce Middle School as measured by our Engagement Survey. |
| Material/Resources/Supports Needed                                                                 | PD Step                                                                                                                                                         |
|                                                                                                    | no                                                                                                                                                              |

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**Action Steps****Anticipated Start/Completion Date**

Review attendance and discipline data from the 3rd Quarter to identify students for interventions.

04/10/2024 - 04/24/2024

**Monitoring/Evaluation****Anticipated Output**

PMS Administration, Quarterly, Survey Data, Discipline Data, Attendance Data.

By June 2024, 80% of our targeted group students and families will indicate positive engagement with Peirce Middle School as measured by our Engagement Survey.

**Material/Resources/Supports Needed****PD Step**

no

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**Action Steps****Anticipated Start/Completion Date**

ELD Transition Day for rising 6th grade students

05/14/2024 - 05/14/2024

**Monitoring/Evaluation****Anticipated Output**

PMS Administration, Quarterly, Survey Data, Discipline Data, Attendance Data.

By June 2024, 80% of our targeted group students and families will indicate positive engagement with Peirce Middle School as measured by our Engagement Survey.

**Material/Resources/Supports Needed****PD Step**

no

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| Action Steps                                                                  | Anticipated Start/Completion Date                                                                                                                               |
|-------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Rising 6th Grade Parent Night for Spanish Speaking Families                   | 05/14/2024 - 05/14/2024                                                                                                                                         |
| Monitoring/Evaluation                                                         | Anticipated Output                                                                                                                                              |
| PMS Administration, Quarterly, Survey Data, Discipline Data, Attendance Data. | By June 2024, 80% of our targeted group students and families will indicate positive engagement with Peirce Middle School as measured by our Engagement Survey. |
| Material/Resources/Supports Needed                                            | PD Step                                                                                                                                                         |
|                                                                               | no                                                                                                                                                              |

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| Action Steps                       | Anticipated Start/Completion Date |
|------------------------------------|-----------------------------------|
| Distribute the survey to families. | 06/06/2024 - 06/06/2024           |

| Monitoring/Evaluation                                                         | Anticipated Output                                                                                                                                              |
|-------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| PMS Administration, Quarterly, Survey Data, Discipline Data, Attendance Data. | By June 2024, 80% of our targeted group students and families will indicate positive engagement with Peirce Middle School as measured by our Engagement Survey. |

| Material/Resources/Supports Needed | PD Step |
|------------------------------------|---------|
|                                    | no      |

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| Action Steps                                                                                                      | Anticipated Start/Completion Date                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Compare Student Discipline, Attendance, and Course Pass Rates from 2023 and 2024 to monitor effectiveness of plan | 06/20/2024 - 07/21/2024                                                                                                                                         |
| Monitoring/Evaluation                                                                                             | Anticipated Output                                                                                                                                              |
| PMS Administration, Quarterly, Survey Data, Discipline Data, Attendance Data.                                     | By June 2024, 80% of our targeted group students and families will indicate positive engagement with Peirce Middle School as measured by our Engagement Survey. |
| Material/Resources/Supports Needed                                                                                | PD Step                                                                                                                                                         |
|                                                                                                                   | no                                                                                                                                                              |
| -----                                                                                                             |                                                                                                                                                                 |

| Action Steps                                                                           | Anticipated Start/Completion Date                                                                                                                               |
|----------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Provide training to teachers on how to sign up for and use the Talking Points Program. | 08/21/2023 - 05/26/2023                                                                                                                                         |
| Monitoring/Evaluation                                                                  | Anticipated Output                                                                                                                                              |
| PMS Administration, Quarterly, Survey Data, Discipline Data, Attendance Data.          | By June 2024, 80% of our targeted group students and families will indicate positive engagement with Peirce Middle School as measured by our Engagement Survey. |
| Material/Resources/Supports Needed                                                     | PD Step                                                                                                                                                         |
| Talking Points                                                                         | yes                                                                                                                                                             |

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| Action Steps                             | Anticipated Start/Completion Date |
|------------------------------------------|-----------------------------------|
| Compare Parent Survey from 2023 and 2024 | 06/10/2024 - 07/21/2023           |

| Monitoring/Evaluation                                                         | Anticipated Output                                                                                                                                              |
|-------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| PMS Administration, Quarterly, Survey Data, Discipline Data, Attendance Data. | By June 2024, 80% of our targeted group students and families will indicate positive engagement with Peirce Middle School as measured by our Engagement Survey. |

| Material/Resources/Supports Needed | PD Step |
|------------------------------------|---------|
|                                    | no      |

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**Action Plan: Create a culture of data informed instruction**

| Action Steps                                                                                        | Anticipated Start/Completion Date                                                                                                                                                                                                                               |
|-----------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Communicate to staff the plan to measure and support student growth over the 2023-2024 school year. | 05/16/2023 - 05/16/2023                                                                                                                                                                                                                                         |
| Monitoring/Evaluation                                                                               | Anticipated Output                                                                                                                                                                                                                                              |
| Quarterly, ELA/Math Specialists, ATSI Team, CDT Data, IXL Growth Data                               | Math and Ela Growth will be above the PA standard for academic growth (PVAAS) for the ELD and economically disadvantaged subgroups. By June 30 2024, 70% of students in all student groups will show growth as measured by the benchmark test for ELA and Math. |
| Material/Resources/Supports Needed                                                                  | PD Step                                                                                                                                                                                                                                                         |
| None                                                                                                | no                                                                                                                                                                                                                                                              |

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| Action Steps                                                          | Anticipated Start/Completion Date                                                                                                                                                                                                                               |
|-----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Offer a core math class taught by a Spanish Speaking Instructor.      | 08/28/2023 - 06/15/2024                                                                                                                                                                                                                                         |
| Monitoring/Evaluation                                                 | Anticipated Output                                                                                                                                                                                                                                              |
| Quarterly, ELA/Math Specialists, ATSI Team, CDT Data, IXL Growth Data | Math and Ela Growth will be above the PA standard for academic growth (PVAAS) for the ELD and economically disadvantaged subgroups. By June 30 2024, 70% of students in all student groups will show growth as measured by the benchmark test for ELA and Math. |
| Material/Resources/Supports Needed                                    | PD Step                                                                                                                                                                                                                                                         |
| ELD Paraprofessional                                                  | no                                                                                                                                                                                                                                                              |

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| Action Steps                                                                       | Anticipated Start/Completion Date                                                                                                                                                                                                                               |
|------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Provide Professional Development for implementing the IXL diagnostic as an ELD CFA | 08/23/2023 - 08/25/2023                                                                                                                                                                                                                                         |
| Monitoring/Evaluation                                                              | Anticipated Output                                                                                                                                                                                                                                              |
| Quarterly, ELA/Math Specialists, ATSI Team, CDT Data, IXL Growth Data              | Math and Ela Growth will be above the PA standard for academic growth (PVAAS) for the ELD and economically disadvantaged subgroups. By June 30 2024, 70% of students in all student groups will show growth as measured by the benchmark test for ELA and Math. |
| Material/Resources/Supports Needed                                                 | PD Step                                                                                                                                                                                                                                                         |
| Performance Matters                                                                | yes                                                                                                                                                                                                                                                             |

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| Action Steps                                                                  | Anticipated Start/Completion Date                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Provide Professional Development to our ELA Department for the IXL Diagnostic | 08/21/2023 - 08/25/2023                                                                                                                                                                                                                                         |
| Monitoring/Evaluation                                                         | Anticipated Output                                                                                                                                                                                                                                              |
| Quarterly, ELA/Math Specialists, ATSI Team, CDT Data, IXL Growth Data         | Math and Ela Growth will be above the PA standard for academic growth (PVAAS) for the ELD and economically disadvantaged subgroups. By June 30 2024, 70% of students in all student groups will show growth as measured by the benchmark test for ELA and Math. |
| Material/Resources/Supports Needed                                            | PD Step                                                                                                                                                                                                                                                         |
| IXL/Performance matters                                                       | yes                                                                                                                                                                                                                                                             |

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| Action Steps                                                                                                                    | Anticipated Start/Completion Date |
|---------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
| Provide schoolwide professional development: effective strategies to accommodate ELD Learning in a regular education classroom. | 08/21/2023 - 05/25/2023           |

| Monitoring/Evaluation                                                 | Anticipated Output                                                                                                                                                                                                                                              |
|-----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Quarterly, ELA/Math Specialists, ATSI Team, CDT Data, IXL Growth Data | Math and Ela Growth will be above the PA standard for academic growth (PVAAS) for the ELD and economically disadvantaged subgroups. By June 30 2024, 70% of students in all student groups will show growth as measured by the benchmark test for ELA and Math. |

| Material/Resources/Supports Needed | PD Step |
|------------------------------------|---------|
|                                    | yes     |

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| Action Steps                                                          | Anticipated Start/Completion Date                                                                                                                                                                                                                               |
|-----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Fall: Administer Math CDT all grade levels                            | 11/13/2023 - 11/17/2023                                                                                                                                                                                                                                         |
| Monitoring/Evaluation                                                 | Anticipated Output                                                                                                                                                                                                                                              |
| Quarterly, ELA/Math Specialists, ATSI Team, CDT Data, IXL Growth Data | Math and Ela Growth will be above the PA standard for academic growth (PVAAS) for the ELD and economically disadvantaged subgroups. By June 30 2024, 70% of students in all student groups will show growth as measured by the benchmark test for ELA and Math. |
| Material/Resources/Supports Needed                                    | PD Step                                                                                                                                                                                                                                                         |
| Math CDT                                                              | no                                                                                                                                                                                                                                                              |

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| Action Steps                                                          | Anticipated Start/Completion Date                                                                                                                                                                                                                               |
|-----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Plan interventions for student identified in quarterly reviews        | 10/24/2023 - 11/01/2023                                                                                                                                                                                                                                         |
| Monitoring/Evaluation                                                 | Anticipated Output                                                                                                                                                                                                                                              |
| Quarterly, ELA/Math Specialists, ATSI Team, CDT Data, IXL Growth Data | Math and Ela Growth will be above the PA standard for academic growth (PVAAS) for the ELD and economically disadvantaged subgroups. By June 30 2024, 70% of students in all student groups will show growth as measured by the benchmark test for ELA and Math. |
| Material/Resources/Supports Needed                                    | PD Step                                                                                                                                                                                                                                                         |
| Intervention Planning Tool (Ronayne)                                  | no                                                                                                                                                                                                                                                              |

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| Action Steps                                                          | Anticipated Start/Completion Date                                                                                                                                                                                                                               |
|-----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Implement Math Intervention (Pride Period Pull out groups/Math Plus)  | 11/20/2023 - 12/20/2023                                                                                                                                                                                                                                         |
| Monitoring/Evaluation                                                 | Anticipated Output                                                                                                                                                                                                                                              |
| Quarterly, ELA/Math Specialists, ATSI Team, CDT Data, IXL Growth Data | Math and Ela Growth will be above the PA standard for academic growth (PVAAS) for the ELD and economically disadvantaged subgroups. By June 30 2024, 70% of students in all student groups will show growth as measured by the benchmark test for ELA and Math. |
| Material/Resources/Supports Needed                                    | PD Step                                                                                                                                                                                                                                                         |
|                                                                       | no                                                                                                                                                                                                                                                              |

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| Action Steps                                                                                                                          | Anticipated Start/Completion Date                                                                                                                                                                                                                               |
|---------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Math Specialist attends the training, "Supporting ELD students on the Demos math platform." Push out to Math PLC groups building wide | 07/10/2023 - 07/23/2023                                                                                                                                                                                                                                         |
| Monitoring/Evaluation                                                                                                                 | Anticipated Output                                                                                                                                                                                                                                              |
| Quarterly, ELA/Math Specialists, ATSI Team, CDT Data, IXL Growth Data                                                                 | Math and Ela Growth will be above the PA standard for academic growth (PVAAS) for the ELD and economically disadvantaged subgroups. By June 30 2024, 70% of students in all student groups will show growth as measured by the benchmark test for ELA and Math. |
| Material/Resources/Supports Needed                                                                                                    | PD Step                                                                                                                                                                                                                                                         |
|                                                                                                                                       | yes                                                                                                                                                                                                                                                             |

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| Action Steps                                         | Anticipated Start/Completion Date |
|------------------------------------------------------|-----------------------------------|
| Fall: Implement IXL Growth Diagnostic for all grades | 11/20/2023 - 12/01/2023           |

| Monitoring/Evaluation                                                 | Anticipated Output                                                                                                                                                                                                                                              |
|-----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Quarterly, ELA/Math Specialists, ATSI Team, CDT Data, IXL Growth Data | Math and Ela Growth will be above the PA standard for academic growth (PVAAS) for the ELD and economically disadvantaged subgroups. By June 30 2024, 70% of students in all student groups will show growth as measured by the benchmark test for ELA and Math. |

| Material/Resources/Supports Needed | PD Step |
|------------------------------------|---------|
| IXL Growth Diagnostic              | yes     |

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| Action Steps                                                                   | Anticipated Start/Completion Date                                                                                                                                                                                                                               |
|--------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Implement ELA/Reading Intervention (Pride Period pull out groups/Reading Plus) | 12/01/2023 - 12/22/2023                                                                                                                                                                                                                                         |
| Monitoring/Evaluation                                                          | Anticipated Output                                                                                                                                                                                                                                              |
| Quarterly, ELA/Math Specialists, ATSI Team, CDT Data, IXL Growth Data          | Math and Ela Growth will be above the PA standard for academic growth (PVAAS) for the ELD and economically disadvantaged subgroups. By June 30 2024, 70% of students in all student groups will show growth as measured by the benchmark test for ELA and Math. |
| Material/Resources/Supports Needed                                             | PD Step                                                                                                                                                                                                                                                         |
|                                                                                | no                                                                                                                                                                                                                                                              |

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| Action Steps                                                          | Anticipated Start/Completion Date                                                                                                                                                                                                                               |
|-----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Winter: Administer Math CDT all grade levels                          | 01/15/2024 - 01/19/2024                                                                                                                                                                                                                                         |
| Monitoring/Evaluation                                                 | Anticipated Output                                                                                                                                                                                                                                              |
| Quarterly, ELA/Math Specialists, ATSI Team, CDT Data, IXL Growth Data | Math and Ela Growth will be above the PA standard for academic growth (PVAAS) for the ELD and economically disadvantaged subgroups. By June 30 2024, 70% of students in all student groups will show growth as measured by the benchmark test for ELA and Math. |
| Material/Resources/Supports Needed                                    | PD Step                                                                                                                                                                                                                                                         |
| Math CDT                                                              | no                                                                                                                                                                                                                                                              |

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| Action Steps                                                          | Anticipated Start/Completion Date                                                                                                                                                                                                                               |
|-----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Implement Math Intervention (Pride Period Pull out groups/Math Plus)  | 01/25/2024 - 03/01/2024                                                                                                                                                                                                                                         |
| Monitoring/Evaluation                                                 | Anticipated Output                                                                                                                                                                                                                                              |
| Quarterly, ELA/Math Specialists, ATSI Team, CDT Data, IXL Growth Data | Math and Ela Growth will be above the PA standard for academic growth (PVAAS) for the ELD and economically disadvantaged subgroups. By June 30 2024, 70% of students in all student groups will show growth as measured by the benchmark test for ELA and Math. |
| Material/Resources/Supports Needed                                    | PD Step                                                                                                                                                                                                                                                         |
|                                                                       | no                                                                                                                                                                                                                                                              |

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| Action Steps                                                          | Anticipated Start/Completion Date                                                                                                                                                                                                                               |
|-----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Winter: Implement IXL Growth Diagnostic for all grades                | 01/25/2024 - 01/29/2024                                                                                                                                                                                                                                         |
| Monitoring/Evaluation                                                 | Anticipated Output                                                                                                                                                                                                                                              |
| Quarterly, ELA/Math Specialists, ATSI Team, CDT Data, IXL Growth Data | Math and Ela Growth will be above the PA standard for academic growth (PVAAS) for the ELD and economically disadvantaged subgroups. By June 30 2024, 70% of students in all student groups will show growth as measured by the benchmark test for ELA and Math. |
| Material/Resources/Supports Needed                                    | PD Step                                                                                                                                                                                                                                                         |
|                                                                       | no                                                                                                                                                                                                                                                              |

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| Action Steps                                                                   | Anticipated Start/Completion Date                                                                                                                                                                                                                               |
|--------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Implement ELA/Reading Intervention (Pride Period pull out groups/Reading Plus) | 02/19/2024 - 04/01/2024                                                                                                                                                                                                                                         |
| Monitoring/Evaluation                                                          | Anticipated Output                                                                                                                                                                                                                                              |
| Quarterly, ELA/Math Specialists, ATSI Team, CDT Data, IXL Growth Data          | Math and Ela Growth will be above the PA standard for academic growth (PVAAS) for the ELD and economically disadvantaged subgroups. By June 30 2024, 70% of students in all student groups will show growth as measured by the benchmark test for ELA and Math. |
| Material/Resources/Supports Needed                                             | PD Step                                                                                                                                                                                                                                                         |
|                                                                                | no                                                                                                                                                                                                                                                              |

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| Action Steps                                    | Anticipated Start/Completion Date |
|-------------------------------------------------|-----------------------------------|
| Spring: Administer Math CDT to all grade levels | 04/10/2024 - 04/15/2024           |

| Monitoring/Evaluation                                                 | Anticipated Output                                                                                                                                                                                                                                              |
|-----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Quarterly, ELA/Math Specialists, ATSI Team, CDT Data, IXL Growth Data | Math and Ela Growth will be above the PA standard for academic growth (PVAAS) for the ELD and economically disadvantaged subgroups. By June 30 2024, 70% of students in all student groups will show growth as measured by the benchmark test for ELA and Math. |

| Material/Resources/Supports Needed | PD Step |
|------------------------------------|---------|
|                                    | no      |

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| Action Steps                                                          | Anticipated Start/Completion Date                                                                                                                                                                                                                               |
|-----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Implement Math Intervention (Pride Period Pull out groups/Math Plus)  | 04/22/2024 - 05/24/2024                                                                                                                                                                                                                                         |
| Monitoring/Evaluation                                                 | Anticipated Output                                                                                                                                                                                                                                              |
| Quarterly, ELA/Math Specialists, ATSI Team, CDT Data, IXL Growth Data | Math and Ela Growth will be above the PA standard for academic growth (PVAAS) for the ELD and economically disadvantaged subgroups. By June 30 2024, 70% of students in all student groups will show growth as measured by the benchmark test for ELA and Math. |
| Material/Resources/Supports Needed                                    | PD Step                                                                                                                                                                                                                                                         |
|                                                                       | no                                                                                                                                                                                                                                                              |

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| Action Steps                                                          | Anticipated Start/Completion Date                                                                                                                                                                                                                               |
|-----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Spring: Implement IXL Growth Diagnostic for all grades                | 04/10/2024 - 04/15/2024                                                                                                                                                                                                                                         |
| Monitoring/Evaluation                                                 | Anticipated Output                                                                                                                                                                                                                                              |
| Quarterly, ELA/Math Specialists, ATSI Team, CDT Data, IXL Growth Data | Math and Ela Growth will be above the PA standard for academic growth (PVAAS) for the ELD and economically disadvantaged subgroups. By June 30 2024, 70% of students in all student groups will show growth as measured by the benchmark test for ELA and Math. |
| Material/Resources/Supports Needed                                    | PD Step                                                                                                                                                                                                                                                         |
|                                                                       | no                                                                                                                                                                                                                                                              |

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| Action Steps                                                                   | Anticipated Start/Completion Date                                                                                                                                                                                                                               |
|--------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Implement ELA/Reading Intervention (Pride Period pull out groups/Reading Plus) | 04/25/2024 - 05/24/2024                                                                                                                                                                                                                                         |
| Monitoring/Evaluation                                                          | Anticipated Output                                                                                                                                                                                                                                              |
| Quarterly, ELA/Math Specialists, ATSI Team, CDT Data, IXL Growth Data          | Math and Ela Growth will be above the PA standard for academic growth (PVAAS) for the ELD and economically disadvantaged subgroups. By June 30 2024, 70% of students in all student groups will show growth as measured by the benchmark test for ELA and Math. |
| Material/Resources/Supports Needed                                             | PD Step                                                                                                                                                                                                                                                         |
|                                                                                | no                                                                                                                                                                                                                                                              |

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| Action Steps                                                          | Anticipated Start/Completion Date                                                                                                                                                                                                                               |
|-----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Review Student Progress for the year on CDT and IXL Growth Diagnostic | 06/14/2024 - 06/23/2024                                                                                                                                                                                                                                         |
| Monitoring/Evaluation                                                 | Anticipated Output                                                                                                                                                                                                                                              |
| Quarterly, ELA/Math Specialists, ATSI Team, CDT Data, IXL Growth Data | Math and Ela Growth will be above the PA standard for academic growth (PVAAS) for the ELD and economically disadvantaged subgroups. By June 30 2024, 70% of students in all student groups will show growth as measured by the benchmark test for ELA and Math. |
| Material/Resources/Supports Needed                                    | PD Step                                                                                                                                                                                                                                                         |
| End of year CDT and IXL Growth data                                   | no                                                                                                                                                                                                                                                              |

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| Action Steps                                                                    | Anticipated Start/Completion Date                                                                                                                                                                                                                               |
|---------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| In PLC's, teams will monitor student progress through local CFAs/IXL/other tool | 09/11/2023 - 06/07/2024                                                                                                                                                                                                                                         |
| Monitoring/Evaluation                                                           | Anticipated Output                                                                                                                                                                                                                                              |
| Quarterly, ELA/Math Specialists, ATSI Team, CDT Data, IXL Growth Data           | Math and Ela Growth will be above the PA standard for academic growth (PVAAS) for the ELD and economically disadvantaged subgroups. By June 30 2024, 70% of students in all student groups will show growth as measured by the benchmark test for ELA and Math. |
| Material/Resources/Supports Needed                                              | PD Step                                                                                                                                                                                                                                                         |
|                                                                                 |                                                                                                                                                                                                                                                                 |
|                                                                                 |                                                                                                                                                                                                                                                                 |
|                                                                                 |                                                                                                                                                                                                                                                                 |
|                                                                                 |                                                                                                                                                                                                                                                                 |
|                                                                                 |                                                                                                                                                                                                                                                                 |

## ADDENDUM C: PROFESSIONAL DEVELOPMENT PLANS

| Measurable Goals                                                                                                                                                                     | Action Plan Name                              | Professional Development Step                                                          | Anticipated Timeline          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|----------------------------------------------------------------------------------------|-------------------------------|
| By June 2024, 80% of our targeted group students and families will indicate positive engagement with Peirce Middle School as measured by our Engagement Survey. (Student Engagement) | Community Engagement Campaign                 | Provide training to teachers on how to sign up for and use the Talking Points Program. | 08/21/2023<br>-<br>05/26/2023 |
| By June 30 2024, 70% of student groups/subgroups will show growth towards reaching grade level as measured by the benchmark test for ELA and Math. (Student Achievement)             | Create a culture of data informed instruction | Provide Professional Development for implementing the IXL diagnostic as an ELD CFA     | 08/23/2023<br>-<br>08/25/2023 |
| By June 30 2024, 70% of student groups/subgroups will show growth towards reaching grade level as measured by the benchmark test for ELA and Math. (Student Achievement)             | Create a culture of data informed instruction | Provide Professional Development to our ELA Department for the IXL Diagnostic          | 08/21/2023<br>-<br>08/25/2023 |
| By June 30 2024, 70% of student groups/subgroups will show growth towards reaching grade level as measured by the benchmark test for ELA and Math. (Student Achievement)             | Create a culture of data                      | Provide schoolwide professional                                                        | 08/21/2023<br>-<br>05/25/2023 |

| Measurable Goals                                                                                                                                                         | Action Plan Name                              | Professional Development Step                                                                                                         | Anticipated Timeline          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
|                                                                                                                                                                          | informed instruction                          | development: effective strategies to accommodate ELD Learning in a regular education classroom.                                       |                               |
| By June 30 2024, 70% of student groups/subgroups will show growth towards reaching grade level as measured by the benchmark test for ELA and Math. (Student Achievement) | Create a culture of data informed instruction | Math Specialist attends the training, "Supporting ELD students on the Demos math platform." Push out to Math PLC groups building wide | 07/10/2023<br>-<br>07/23/2023 |
| By June 30 2024, 70% of student groups/subgroups will show growth towards reaching grade level as measured by the benchmark test for ELA and Math. (Student Achievement) | Create a culture of data informed instruction | Fall: Implement IXL Growth Diagnostic for all grades                                                                                  | 11/20/2023<br>-<br>12/01/2023 |

PROFESSIONAL DEVELOPMENT PLANS

| Professional Development Step                                     | Audience                                                      | Topics of Prof. Dev                                                   |
|-------------------------------------------------------------------|---------------------------------------------------------------|-----------------------------------------------------------------------|
| Talking Points Communication Platform                             | All Staff                                                     | Strategies to effectively communicate with Spanish speaking families. |
| Evidence of Learning                                              | Anticipated Timeframe                                         | Lead Person/Position                                                  |
| Increase in number of messages sent to Spanish speaking families. | 08/21/2023 - 05/26/2023                                       | Michelle West/Dr. Matilla                                             |
| Danielson Framework Component Met in this Plan:                   | This Step meets the Requirements of State Required Trainings: |                                                                       |
| -----                                                             |                                                               |                                                                       |
| Professional Development Step                                     | Audience                                                      | Topics of Prof. Dev                                                   |
| Provide Professional Development for the IXL Growth Diagnostic    | ELD Teachers                                                  | Using the IXL Diagnostic as an ELD CFA                                |
| Evidence of Learning                                              | Anticipated Timeframe                                         | Lead Person/Position                                                  |
| Implementation within the ELD classrooms.                         | 08/21/2023 - 08/25/2023                                       | James Ronayne/Michelle West                                           |

**Danielson Framework Component Met in this Plan:**

**This Step meets the Requirements of State Required Trainings:**

| Professional Development Step                           | Audience       | Topics of Prof. Dev                                 |
|---------------------------------------------------------|----------------|-----------------------------------------------------|
| Provide Professional Development for the IXL Diagnostic | ELA Department | Using the IXL Diagnostic to measure student growth. |

| Evidence of Learning  | Anticipated Timeframe   | Lead Person/Position       |
|-----------------------|-------------------------|----------------------------|
| Quarterly application | 08/23/2023 - 08/26/2023 | Kara Bailey, James Ronayne |

**Danielson Framework Component Met in this Plan:**

**This Step meets the Requirements of State Required Trainings:**

| Professional Development Step                                                     | Audience    | Topics of Prof. Dev                                 |
|-----------------------------------------------------------------------------------|-------------|-----------------------------------------------------|
| Effective strategies to accommodate ELD Learning in a regular education classroom | School Wide | Classroom modifications and intervention strategies |

| Evidence of Learning     | Anticipated Timeframe   | Lead Person/Position |
|--------------------------|-------------------------|----------------------|
| Classroom implementation | 08/21/2023 - 08/25/2023 | CCIU/Dara Kline      |

|                                                 |                                                               |
|-------------------------------------------------|---------------------------------------------------------------|
| Danielson Framework Component Met in this Plan: | This Step meets the Requirements of State Required Trainings: |
|                                                 |                                                               |

| Professional Development Step                      | Audience        | Topics of Prof. Dev                 |
|----------------------------------------------------|-----------------|-------------------------------------|
| Supporting ELD students on the Demos math platform | Math Specialist | Desmos application for ELD Learners |

| Evidence of Learning                       | Anticipated Timeframe   | Lead Person/Position |
|--------------------------------------------|-------------------------|----------------------|
| Pushout through the math PLC building wide | 07/10/2023 - 10/23/2023 | Kathy Neufer         |

|                                                 |                                                               |
|-------------------------------------------------|---------------------------------------------------------------|
| Danielson Framework Component Met in this Plan: | This Step meets the Requirements of State Required Trainings: |
|                                                 |                                                               |

| Professional Development Step                                                              | Audience                                                      | Topics of Prof. Dev                                      |
|--------------------------------------------------------------------------------------------|---------------------------------------------------------------|----------------------------------------------------------|
| Implementation of the IXL Growth Diagnostic for all grades                                 | ELA Teachers                                                  | How to implement and interpret the IXL Growth Diagnostic |
| Evidence of Learning                                                                       | Anticipated Timeframe                                         | Lead Person/Position                                     |
| Implementation of the assessment, Review of the results in PLC, interventions put in place | 08/21/2023 - 06/23/2024                                       | Kara Bailey, James Ronayne                               |
| Danielson Framework Component Met in this Plan:                                            | This Step meets the Requirements of State Required Trainings: |                                                          |
| -----                                                                                      |                                                               |                                                          |

**ADDENDUM E: COMPREHENSIVE PLAN COMMUNICATIONS**

| Communication Step            | Topics of Message                            | Mode         | Audience              | Anticipated Timeline |
|-------------------------------|----------------------------------------------|--------------|-----------------------|----------------------|
| May inservice for teacher     | Updated Goals and review of action steps     | Presentation | All faculty and Staff | 5/16/23-Completed    |
| August inservice for teachers | Updated Goals/ professional development plan | Presentation | All faculty and Staff | August 21, 2023      |
| December faculty meeting      | ATSI progress report                         | Presentation | All faculty and Staff | November 10, 2023    |
| February faculty meeting      | ATSI progress report                         | Presentation | All faculty and Staff | February 9, 2024     |
| February faculty meeting      | ATSI progress report                         | Presentation | All faculty and Staff | April 13, 2024       |

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**GREYSTONE EL SCH**

1195 Aram Ave

TSI non-Title 1 School Plan | 2023 - 2024

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**VISION FOR LEARNING**

At Greystone Elementary we will collectively endeavor to meet the social, emotional, and educational needs of each and every child. Success is each child realizing his or her true potential and the ability to experience and demonstrate that potential.

## STEERING COMMITTEE

[illegible]

## ESTABLISHED PRIORITIES

| Priority Statement                                                                                                                                                                          | Outcome Category                                                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|
| If we differentiate ELA instruction for our students, then we can provide the necessary supports for academic success and our students will progress towards grade level standards mastery. | Essential Practices 1: Focus on Continuous Improvement of Instruction |
| If we regularly administer standards based Math assessments, then we can identify student areas of need and differentiate instruction accordingly.                                          | Essential Practices 1: Focus on Continuous Improvement of Instruction |

## ACTION PLAN AND STEPS

| Evidence-based Strategy                       |                                                                                                               |
|-----------------------------------------------|---------------------------------------------------------------------------------------------------------------|
| Create a culture of Data Informed Instruction |                                                                                                               |
| Measurable Goals                              |                                                                                                               |
| Goal Nickname                                 | Measurable Goal Statement (Smart Goal)                                                                        |
| ELA Proficiency Goal                          | By May 30, 2024, 70% of all students will make the average growth goal on the DIBELS (Accadience) Assessment. |

| Action Step                                                                                                                 | Anticipated Start/Completion | Lead Person/Position         | Materials/Resources/Supports Needed |
|-----------------------------------------------------------------------------------------------------------------------------|------------------------------|------------------------------|-------------------------------------|
| Update staff of TSI status and goals                                                                                        | 2023-05-10 - 2023-05-10      | Kevin Fagan                  | NA                                  |
| Submit plan to District Office for review/approval                                                                          | 2023-05-30 - 2023-05-30      | Kevin Fagan                  | Portal Plan                         |
| Update staff of TSI status and goals for the 2023-24 school year, share specifics expectations, goals, and responsibilities | 2023-08-21 - 2023-08-25      | Kevin Fagan                  | TSI Plan                            |
| Workshop geared toward DI during August in-service                                                                          | 2023-08-21 - 2023-08-25      | Reading Team                 | TBD                                 |
| Establish a baseline of knowledge of Mastery Learning (ML)                                                                  | 2023-05-16 - 2023-05-16      | Connie Harker                | Mastery Learning Anticipatory Guide |
| Teachers complete a self-assessment of ML understanding                                                                     | 2023-05-16 - 2023-05-16      | ML team                      | Google Doc, teacher assessment      |
| Review TSI plan with staff                                                                                                  | 2023-08-21 - 2023-08-25      | Kevin Fagan                  | TSI Approved plan                   |
| Provide teachers with specific expectations for grade level assessments and calendar dates                                  | 2023-08-21 - 2023-08-25      | Reading Team                 | District Assessment Calendar        |
| Benchmark Meetings between PLCs, EL, and Reading Team                                                                       | 2023-09-01 - 2023-10-31      | Reading Team and HR teachers | NA                                  |
| Planning for August workshop on DI                                                                                          | 2023-07-03 -                 | Kevin Fagan, IC and          | NA                                  |

| Action Step                                                                                             | Anticipated Start/Completion | Lead Person/Position                 | Materials/Resources/Supports Needed |
|---------------------------------------------------------------------------------------------------------|------------------------------|--------------------------------------|-------------------------------------|
|                                                                                                         | 2023-08-21                   | Reading Team                         |                                     |
| Assessing DI workshop from August in-service                                                            | 2023-08-25 -<br>2023-09-29   | Kevin Fagan, IC and<br>Reading Team  | NA                                  |
| Collecting baseline data on Dibles                                                                      | 2023-09-01 -<br>2023-09-29   | Reading Team                         | TBD                                 |
| HR teachers will create Small Reading Groups based on Dibles results                                    | 2023-09-01 -<br>2023-09-29   | HR Teachers                          | Dibles Results                      |
| Small Group Reading Schedule created and submitted to IC, Principal and Reading Team                    | 2023-10-02 -<br>2023-11-24   | Reading Team and<br>HR Teachers      | Small group reading assignments     |
| In preparation for parent conferences, re-assessing the Dibles data and small group reading assignments | 2023-11-01 -<br>2023-11-30   | HR Teachers                          | NA                                  |
| Re-administer Dibles                                                                                    | 2024-01-01 -<br>2024-01-31   | HR Teachers                          | Dibles assessment                   |
| Data team meetings                                                                                      | 2024-01-01 -<br>2024-02-29   | HR teachers,<br>Reading Team, EL, IC | Mid-year data                       |
| Small group reading schedule re-assessed based on mid-year outcomes                                     | 2024-01-02 -<br>2024-02-29   | HR teachers,<br>Reading Team, EL, IC | Midyear data                        |
| Using PM data, assess the extent to which students are on track                                         | 2024-02-01 -                 | Kevin Fagan, IC, EL                  | NA                                  |

| Action Step                                                                           | Anticipated Start/Completion | Lead Person/Position                 | Materials/Resources/Supports Needed |
|---------------------------------------------------------------------------------------|------------------------------|--------------------------------------|-------------------------------------|
| to meet EOY goal                                                                      | 2024-02-29                   | and Reading Team                     |                                     |
| Inform staff of mid-year progress and trajectory to meet EOY goal                     | 2024-02-01 - 2024-02-29      | Kevin Fagan, IC, EL and Reading Team | NA                                  |
| Monthly communication to the EL families about current curricular work                | 2023-10-02 - 2024-05-27      | EL Teachers                          | Summary from grade level leader     |
| EOY Dibles assessment                                                                 | 2024-05-01 - 2024-05-30      | HR Teachers                          | EOY Dibles assessment               |
| EOY Benchmark Meeting between RT, EL, and HR teachers                                 | 2024-05-01 - 2024-05-31      | HR Teachers, EL, and RT              | NA                                  |
| EOY assessment data collected from HR teacehrs                                        | 2024-05-01 - 2024-05-31      | Reading Team, IC                     |                                     |
| Monthly share-out of reading strategies book by Jennifer Serravallo                   | 2023-10-02 - 2024-05-31      | PLC teams                            | The Reading Strategies Book 2.0     |
| Teachers complete a self-assessment of ML understanding                               | 2024-01-01 - 2024-01-31      | HR Teachers                          | Google Doc, teacher assessment      |
| Teachers complete a self-assessment of ML understanding                               | 2024-05-01 - 2024-05-31      | HR Teachers                          | Google Doc, teacher assessment      |
| PLC meetings with ELA supervisor to discuss ELA-related questions, reading strategies | 2023-09-18 - 2023-12-22      | Deb Whitmire and HR teachers         | Deb Whitmire                        |

| Action Step                                                                           | Anticipated Start/Completion | Lead Person/Position         | Materials/Resources/Supports Needed |
|---------------------------------------------------------------------------------------|------------------------------|------------------------------|-------------------------------------|
| PLC meetings with ELA supervisor to discuss ELA-related questions, reading strategies | 2024-01-15 - 2024-05-02      | Deb Whitmire and HR teachers | Deb Whitmire                        |

| Anticipated Outcome                                               |
|-------------------------------------------------------------------|
| Meetings Agendas, Assessment Scores, PD developments, PD feedback |

| Monitoring/Evaluation                                                 |
|-----------------------------------------------------------------------|
| Quarterly and Monthly Monitoring meetings by District and School team |

| Evidence-based Strategy                   |
|-------------------------------------------|
| Develop a system of Formative Assessments |

| Measurable Goals      |                                                                                                      |
|-----------------------|------------------------------------------------------------------------------------------------------|
| Goal Nickname         | Measurable Goal Statement (Smart Goal)                                                               |
| Math proficiency goal | By May 30, 2024, 70% of all students will be on grade level as measured by the STAR Math Assessment. |

| Action Step | Anticipated Start/Completion | Lead Person/Position | Materials/Resources/Supports Needed |
|-------------|------------------------------|----------------------|-------------------------------------|
|-------------|------------------------------|----------------------|-------------------------------------|

| Action Step                                                                                                                 | Anticipated Start/Completion | Lead Person/Position             | Materials/Resources/Supports Needed |
|-----------------------------------------------------------------------------------------------------------------------------|------------------------------|----------------------------------|-------------------------------------|
| Update staff of TSI status and goals                                                                                        | 2023-05-10 - 2023-05-10      | Kevin Fagan                      | NA                                  |
| Update staff of TSI status and goals for the 2023-24 school year, share specifics expectations, goals, and responsibilities | 2023-08-01 - 2023-08-31      | Kevin Fagan                      | NA                                  |
| A workshop geared toward math instruction during August in-service                                                          | 2023-08-01 - 2023-08-31      | Nate Ottaviani and Math Advocate | TBD                                 |
| Establish a baseline of knowledge of Mastery Learning (ML)                                                                  | 2023-05-16 - 2023-05-16      | Nate Ottaviani and Math Advocate | Mastery Learning Anticipatory Guide |
| Teachers complete a self-assessment of ML understanding                                                                     | 2023-05-16 - 2023-05-16      | ML Team                          | Google Doc, teacher assessment      |
| Review TSI plan with staff                                                                                                  | 2023-08-01 - 2023-08-31      | Kevin Fagan                      | TSI Approved plan                   |
| Provide teachers with specific expectations for grade level assessments and calendar dates                                  | 2023-08-01 - 2023-08-30      | Nate Ottaviani and Math Advocate | District Assessment Calendar        |
| Beginning of the Year STAR Benchmark                                                                                        | 2023-09-25 - 2023-10-06      | HR Teachers                      | STAR Assessment materials           |

| Action Step                                                                                                                                                       | Anticipated Start/Completion | Lead Person/Position | Materials/Resources/Supports Needed              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|----------------------|--------------------------------------------------|
| Mid-Year STAR Benchmark                                                                                                                                           | 2024-02-01 - 2024-02-09      | HR Teachers          | STAR Assessment Materials                        |
| End of year STAR Assessment                                                                                                                                       | 2024-05-23 - 2024-05-31      | HR Teachers          | STAR Assessment Materials                        |
| Beginning of year Benchmark Meetings between PLCs, IC, and GRT                                                                                                    | 2023-10-09 - 2023-10-13      | IC, GRT Teacher      | Data Protocol                                    |
| Mid-year Benchmark Meetings between PLCs, IC, and GRT                                                                                                             | 2024-02-12 - 2024-02-23      | IC, GRT Teacher      | Data Protocol                                    |
| End of year Benchmark Meetings between PLCs, IC, and GRT                                                                                                          | 2024-06-03 - 2024-06-13      | IC, GRT Teacher      | Data Protocol                                    |
| Create common formative assessments on PM for each grade that provide questions pertaining to computational, procedural, and problem solving skills. Unit 1 and 2 | 2023-06-01 - 2023-10-27      | IC                   | Access to Performance Matters Assessment Creator |
| Create common formative assessments on PM for each grade that provide questions pertaining to computational, procedural, and problem solving skills. Unit 3 and 4 | 2023-11-01 - 2024-01-26      | IC                   | Access to Performance Matters Assessment Creator |
| Create common formative assessments on PM for each grade that provide questions pertaining to computational, procedural, and problem solving skills. Unit 5 and 6 | 2024-01-29 - 2024-03-22      | IC                   | Access to Performance Matters Assessment Creator |

| Action Step                                                                                                                                                       | Anticipated Start/Completion | Lead Person/Position | Materials/Resources/Supports Needed              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|----------------------|--------------------------------------------------|
| Create common formative assessments on PM for each grade that provide questions pertaining to computational, procedural, and problem solving skills. Unit 7 and 8 | 2025-03-24 - 2024-05-31      | IC                   | Access to Performance Matters Assessment Creator |
| Monthly PLC meetings looking at math formative/summative outcomes                                                                                                 | 2023-09-04 - 2024-06-07      | HR Teachers and IC   | protocol for digging in data                     |
| Teachers complete a self-assessment of ML understanding                                                                                                           | 2024-01-02 - 2024-01-31      | HR Teachers          | Google Doc, teacher assessment                   |
| Teachers complete a self-assessment of ML understanding                                                                                                           | 2024-05-01 - 2024-05-31      | HR Teachers          | Google Doc, teacher assessment                   |
| PD to embed IXL diagnostic assessment into a weekly routine                                                                                                       | 2023-09-01 - 2023-09-29      | IC                   |                                                  |
| PD on how IXL can help support math instruction for IM                                                                                                            | 2023-09-01 - 2023-09-29      | IC                   |                                                  |
| Share how PM can shows standards based reports for reporting student progress                                                                                     | 2023-11-06 - 2023-11-17      | IC                   | ITC                                              |
| Workshop on differentiating math IM lessons to best meet your students needs                                                                                      | 2023-12-04 - 2023-12-08      | IC                   | Math Supervisor                                  |
| <b>Anticipated Outcome</b>                                                                                                                                        |                              |                      |                                                  |
| Meetings Agendas, Assessment Scores, PD developments, PD feedback                                                                                                 |                              |                      |                                                  |

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## Monitoring/Evaluation

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Quarterly and Monthly Monitoring meetings by District and School team

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PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

| Measurable Goals                                                                                                                     | Action Plan Name                              | Professional Development Step                      | Anticipated Timeline    |
|--------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|----------------------------------------------------|-------------------------|
| By May 30, 2024, 70% of all students will make the average growth goal on the DIBELS (Accadience) Assessment. (ELA Proficiency Goal) | Create a culture of Data Informed Instruction | Workshop geared toward DI during August in-service | 08/21/2023 - 08/25/2023 |

PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

| Measurable Goals                                                                                                                     | Action Plan Name         | Professional Development Step        | Anticipated Timeline |
|--------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------------------|----------------------|
| By May 30, 2024, 70% of all students will make the average growth goal on the DIBELS (Accadience) Assessment. (ELA Proficiency Goal) | Create a culture of Data | Establish a baseline of knowledge of | 05/16/2023 -         |
|                                                                                                                                      | Informed Instruction     | Mastery Learning (ML)                | 05/16/2023           |

PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

| Measurable Goals                                                                                                             | Action Plan Name                          | Professional Development Step                              | Anticipated Timeline |
|------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|------------------------------------------------------------|----------------------|
| By May 30, 2024, 70% of all students will be on grade level as measured by the STAR Math Assessment. (Math proficiency goal) | Develop a system of Formative Assessments | Establish a baseline of knowledge of Mastery Learning (ML) | 05/16/2023           |
|                                                                                                                              |                                           |                                                            | - 05/16/2023         |

PROFESSIONAL DEVELOPMENT STEPS AND TIMELINES:

| Measurable Goals                                                                                                             | Action Plan Name                          | Professional Development Step                                                | Anticipated Timeline          |
|------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|------------------------------------------------------------------------------|-------------------------------|
| By May 30, 2024, 70% of all students will be on grade level as measured by the STAR Math Assessment. (Math proficiency goal) | Develop a system of Formative Assessments | Workshop on differentiating math IM lessons to best meet your students needs | 12/04/2023<br>-<br>12/08/2023 |

## APPROVALS & SIGNATURES

### Assurance of Quality and Accountability

#### Assurance of Quality and Accountability

The Building Administrator, Superintendent/Chief Executive Officer and President of the School Board will affirm the following statements.

We affirm that our school has developed a School Improvement Plan based upon a thorough review of the essential practices to advance educational programs and processes and improve student achievement.

We affirm that the action plans that we will be implementing address our specific school needs, include strategies that provide educational opportunities and instructional strategies for all students and each of the student groups, increases the amount and quality of learning time, and provides equity in the curriculum which may include programs, activities, and courses necessary to provide a well-rounded education. These plans address the needs of all children in the school, but particularly the needs of those at risk of not meeting the challenging State academic standards.

We, the undersigned, hereby certify that the school level plan has been duly reviewed by the Building Administrator, Superintendent of Schools and formally approved by the district's Board of Education, per guidelines required by the Pennsylvania Department of Education.

We hereby affirm and assure that the school level plan:

- Addresses all the **required components** prescribed by the Pennsylvania Department of Education
- Meets **ESSA requirements**
- Reflects **evidence-based strategies that meet the three highest levels of evidence outlined in ESSA**
- Has a **high probability of improving student achievement**
- Has sufficient **LEA leadership and support to ensure successful implementation**

**With this Assurance of Quality & Accountability, we, therefore, request the Pennsylvania Department of Education grant formal approval to implement this school level plan.**

**Signature (Entered Electronically and must have access to web application).**

\_\_\_\_\_  
Chief School Administrator

\_\_\_\_\_  
School Improvement Facilitator Signature

\_\_\_\_\_  
Building Principal Signature

## ADDENDUM A: BACKGROUND INFORMATION TO INFORM PLAN

### Strengths

Continue to utilize resources for targeted intervention: EL, Economically Disadvantaged, and Hispanic student populations

None

Analysis of data:

Lots of A's and B's on report cards Trimesters 1 and 2

Predominately A's and B's for Trimester I and II Grades 3-5

Implement an evidence-based system of schoolwide positive behavior interventions and supports

Need to ensure more uniform assessments across grade levels, including timeline, application, and entering test scores in PM in a timely manner.

### Challenges

Math and ELA combined 15% (EL, PSSA)

Math and ELA combined 25.49% (ED, PSSA)

Math and ELA combined 28.75% (Hispanic, PSSA)

Math and ELA combined 15% (EL, PSSA)

Math and ELA combined 25.49% (ED, PSSA)

Math and ELA combined 28.75% (Hispanic, PSSA)

Analysis of the data:

Only 32% of GES students demonstrated proficiency on the 22-23 Winter STAR math assessment

The disparity between Trimester Report Card scores and PSSA Score. Report card scores in Science are notably higher.

Limited source of data for Social Studies (based solely on Trimester I and II)

High report card grades do not correlate to PSSA ELA scores

### Challenges

Identify and address individual student learning needs

Lack of uniform data across grade levels

Lack of consistency with respect to data across grade levels

Poor performance by students in groups: Hispanic, ED, and EL.

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### Most Notable Observations/Patterns

We see a need for more uniform assessments, not only in terms of which assessment, but the period of time in which it's given, how it is administered, when scores are input to Performance Matters, and WHY this process matters. This is relevant to all student groups, but is highlighted for those that fall into the categories of EL, ED, and Hispanic.

---

| Challenges                                                    | Discussion Point | Priority for Planning |
|---------------------------------------------------------------|------------------|-----------------------|
| Math and ELA combined 15% (EL, PSSA)                          |                  |                       |
| Math and ELA combined 25.49% (ED, PSSA)                       |                  |                       |
| Math and ELA combined 28.75% (Hispanic, PSSA)                 |                  |                       |
| Identify and address individual student learning needs        |                  | ✓                     |
| Lack of uniform data across grade levels                      |                  | ✓                     |
| Lack of consistency with respect to data across grade levels  |                  |                       |
| Poor performance by students in groups: Hispanic, ED, and EL. |                  |                       |

ADDENDUM B: ACTION PLAN

Action Plan: Create a culture of Data Informed Instruction

| Action Steps                                                          | Anticipated Start/Completion Date                                 |
|-----------------------------------------------------------------------|-------------------------------------------------------------------|
| Update staff of TSI status and goals                                  | 05/10/2023 - 05/10/2023                                           |
| Monitoring/Evaluation                                                 | Anticipated Output                                                |
| Quarterly and Monthly Monitoring meetings by District and School team | Meetings Agendas, Assessment Scores, PD developments, PD feedback |
| Material/Resources/Supports Needed                                    | PD Step                                                           |
| NA                                                                    | no                                                                |

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**Action Steps****Anticipated Start/Completion Date**

Submit plan to District Office for review/approval

05/30/2023 - 05/30/2023

**Monitoring/Evaluation****Anticipated Output**

Quarterly and Monthly Monitoring meetings by District and School team

Meetings Agendas, Assessment Scores, PD developments, PD feedback

**Material/Resources/Supports Needed****PD Step**

Portal Plan

no

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| Action Steps                                                                                                                | Anticipated Start/Completion Date                                 |
|-----------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| Update staff of TSI status and goals for the 2023-24 school year, share specifics expectations, goals, and responsibilities | 08/21/2023 - 08/25/2023                                           |
| Monitoring/Evaluation                                                                                                       | Anticipated Output                                                |
| Quarterly and Monthly Monitoring meetings by District and School team                                                       | Meetings Agendas, Assessment Scores, PD developments, PD feedback |
| Material/Resources/Supports Needed                                                                                          | PD Step                                                           |
| TSI Plan                                                                                                                    | no                                                                |

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**Action Steps****Anticipated Start/Completion Date**

Workshop geared toward DI during August in-service

08/21/2023 - 08/25/2023

**Monitoring/Evaluation****Anticipated Output**

Quarterly and Monthly Monitoring meetings by District and School team

Meetings Agendas, Assessment Scores, PD developments, PD feedback

**Material/Resources/Supports Needed****PD Step**

TBD

yes

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| Action Steps                                                          | Anticipated Start/Completion Date                                 |
|-----------------------------------------------------------------------|-------------------------------------------------------------------|
| Establish a baseline of knowledge of Mastery Learning (ML)            | 05/16/2023 - 05/16/2023                                           |
| Monitoring/Evaluation                                                 | Anticipated Output                                                |
| Quarterly and Monthly Monitoring meetings by District and School team | Meetings Agendas, Assessment Scores, PD developments, PD feedback |
| Material/Resources/Supports Needed                                    | PD Step                                                           |
| Mastery Learning Anticipatory Guide                                   | yes                                                               |

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| Action Steps                                                          | Anticipated Start/Completion Date                                 |
|-----------------------------------------------------------------------|-------------------------------------------------------------------|
| Teachers complete a self-assessment of ML understanding               | 05/16/2023 - 05/16/2023                                           |
| Monitoring/Evaluation                                                 | Anticipated Output                                                |
| Quarterly and Monthly Monitoring meetings by District and School team | Meetings Agendas, Assessment Scores, PD developments, PD feedback |
| Material/Resources/Supports Needed                                    | PD Step                                                           |
| Google Doc, teacher assessment                                        | no                                                                |

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**Action Steps****Anticipated Start/Completion Date**

Review TSI plan with staff

08/21/2023 - 08/25/2023

**Monitoring/Evaluation****Anticipated Output**

Quarterly and Monthly Monitoring meetings by District and School team

Meetings Agendas, Assessment Scores, PD developments, PD feedback

**Material/Resources/Supports Needed****PD Step**

TSI Approved plan

no

-----

| Action Steps                                                                               | Anticipated Start/Completion Date                                 |
|--------------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| Provide teachers with specific expectations for grade level assessments and calendar dates | 08/21/2023 - 08/25/2023                                           |
| Monitoring/Evaluation                                                                      | Anticipated Output                                                |
| Quarterly and Monthly Monitoring meetings by District and School team                      | Meetings Agendas, Assessment Scores, PD developments, PD feedback |
| Material/Resources/Supports Needed                                                         | PD Step                                                           |
| District Assessment Calendar                                                               | no                                                                |

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**Action Steps****Anticipated Start/Completion Date**

Benchmark Meetings between PLCs, EL, and Reading Team

09/01/2023 - 10/31/2023

**Monitoring/Evaluation****Anticipated Output**

Quarterly and Monthly Monitoring meetings by District and School team

Meetings Agendas, Assessment Scores, PD developments, PD feedback

**Material/Resources/Supports Needed****PD Step**

NA

no

-----

| Action Steps                       | Anticipated Start/Completion Date |
|------------------------------------|-----------------------------------|
| Planning for August workshop on DI | 07/03/2023 - 08/21/2023           |

| Monitoring/Evaluation                                                 | Anticipated Output                                                |
|-----------------------------------------------------------------------|-------------------------------------------------------------------|
| Quarterly and Monthly Monitoring meetings by District and School team | Meetings Agendas, Assessment Scores, PD developments, PD feedback |

| Material/Resources/Supports Needed | PD Step |
|------------------------------------|---------|
| NA                                 | no      |

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| Action Steps                                 | Anticipated Start/Completion Date |
|----------------------------------------------|-----------------------------------|
| Assessing DI workshop from August in-service | 08/25/2023 - 09/29/2023           |

| Monitoring/Evaluation                                                 | Anticipated Output                                                |
|-----------------------------------------------------------------------|-------------------------------------------------------------------|
| Quarterly and Monthly Monitoring meetings by District and School team | Meetings Agendas, Assessment Scores, PD developments, PD feedback |

| Material/Resources/Supports Needed | PD Step |
|------------------------------------|---------|
| NA                                 | no      |

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**Action Steps****Anticipated Start/Completion Date**

Collecting baseline data on Dibles

09/01/2023 - 09/29/2023

**Monitoring/Evaluation****Anticipated Output**

Quarterly and Monthly Monitoring meetings by District and School team

Meetings Agendas, Assessment Scores, PD developments, PD feedback

**Material/Resources/Supports Needed****PD Step**

TBD

no

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**Action Steps****Anticipated Start/Completion Date**

HR teachers will create Small Reading Groups based on Dibles results

09/01/2023 - 09/29/2023

**Monitoring/Evaluation****Anticipated Output**

Quarterly and Monthly Monitoring meetings by District and School team

Meetings Agendas, Assessment Scores, PD developments, PD feedback

**Material/Resources/Supports Needed****PD Step**

Dibles Results

no

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| Action Steps                                                                         | Anticipated Start/Completion Date                                 |
|--------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| Small Group Reading Schedule created and submitted to IC, Principal and Reading Team | 10/02/2023 - 11/24/2023                                           |
| Monitoring/Evaluation                                                                | Anticipated Output                                                |
| Quarterly and Monthly Monitoring meetings by District and School team                | Meetings Agendas, Assessment Scores, PD developments, PD feedback |
| Material/Resources/Supports Needed                                                   | PD Step                                                           |
| Small group reading assignments                                                      | no                                                                |

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**Action Steps****Anticipated Start/Completion Date**

In preparation for parent conferences, re-assessing the Dibbles data and small group reading assignments

11/01/2023 - 11/30/2023

**Monitoring/Evaluation****Anticipated Output**

Quarterly and Monthly Monitoring meetings by District and School team

Meetings Agendas, Assessment Scores, PD developments, PD feedback

**Material/Resources/Supports Needed****PD Step**

NA

no

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**Action Steps****Anticipated Start/Completion Date**

Re-administer Dibles

01/01/2024 - 01/31/2024

**Monitoring/Evaluation****Anticipated Output**

Quarterly and Monthly Monitoring meetings by District and School team

Meetings Agendas, Assessment Scores, PD developments, PD feedback

**Material/Resources/Supports Needed****PD Step**

Dibles assessment

no

-----

| Action Steps       | Anticipated Start/Completion Date |
|--------------------|-----------------------------------|
| Data team meetings | 01/01/2024 - 02/29/2024           |

| Monitoring/Evaluation                                                 | Anticipated Output                                                |
|-----------------------------------------------------------------------|-------------------------------------------------------------------|
| Quarterly and Monthly Monitoring meetings by District and School team | Meetings Agendas, Assessment Scores, PD developments, PD feedback |

| Material/Resources/Supports Needed | PD Step |
|------------------------------------|---------|
| Mid-year data                      | no      |

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| Action Steps                                                          | Anticipated Start/Completion Date                                 |
|-----------------------------------------------------------------------|-------------------------------------------------------------------|
| Small group reading schedule re-assessed based on mid-year outcomes   | 01/02/2024 - 02/29/2024                                           |
| Monitoring/Evaluation                                                 | Anticipated Output                                                |
| Quarterly and Monthly Monitoring meetings by District and School team | Meetings Agendas, Assessment Scores, PD developments, PD feedback |
| Material/Resources/Supports Needed                                    | PD Step                                                           |
| Midyear data                                                          | no                                                                |

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**Action Steps****Anticipated Start/Completion Date**

Using PM data, assess the extent to which students are on track to meet EOY goal

02/01/2024 - 02/29/2024

**Monitoring/Evaluation****Anticipated Output**

Quarterly and Monthly Monitoring meetings by District and School team

Meetings Agendas, Assessment Scores, PD developments, PD feedback

**Material/Resources/Supports Needed****PD Step**

NA

no

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| Action Steps                                                          | Anticipated Start/Completion Date                                 |
|-----------------------------------------------------------------------|-------------------------------------------------------------------|
| Inform staff of mid-year progress and trajectory to meet EOY goal     | 02/01/2024 - 02/29/2024                                           |
| Monitoring/Evaluation                                                 | Anticipated Output                                                |
| Quarterly and Monthly Monitoring meetings by District and School team | Meetings Agendas, Assessment Scores, PD developments, PD feedback |
| Material/Resources/Supports Needed                                    | PD Step                                                           |
| NA                                                                    | no                                                                |

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| Action Steps                                                           | Anticipated Start/Completion Date                                 |
|------------------------------------------------------------------------|-------------------------------------------------------------------|
| Monthly communication to the EL families about current curricular work | 10/02/2023 - 05/27/2024                                           |
| Monitoring/Evaluation                                                  | Anticipated Output                                                |
| Quarterly and Monthly Monitoring meetings by District and School team  | Meetings Agendas, Assessment Scores, PD developments, PD feedback |
| Material/Resources/Supports Needed                                     | PD Step                                                           |
| Summary from grade level leader                                        | no                                                                |

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| Action Steps          | Anticipated Start/Completion Date |
|-----------------------|-----------------------------------|
| EOY Dibles assessment | 05/01/2024 - 05/30/2024           |

| Monitoring/Evaluation                                                 | Anticipated Output                                                |
|-----------------------------------------------------------------------|-------------------------------------------------------------------|
| Quarterly and Monthly Monitoring meetings by District and School team | Meetings Agendas, Assessment Scores, PD developments, PD feedback |

| Material/Resources/Supports Needed | PD Step |
|------------------------------------|---------|
| EOY Dibles assessment              | no      |

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| Action Steps                                          | Anticipated Start/Completion Date |
|-------------------------------------------------------|-----------------------------------|
| EOY Benchmark Meeting between RT, EL, and HR teachers | 05/01/2024 - 05/31/2024           |

| Monitoring/Evaluation                                                 | Anticipated Output                                                |
|-----------------------------------------------------------------------|-------------------------------------------------------------------|
| Quarterly and Monthly Monitoring meetings by District and School team | Meetings Agendas, Assessment Scores, PD developments, PD feedback |

| Material/Resources/Supports Needed | PD Step |
|------------------------------------|---------|
| NA                                 | no      |

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| Action Steps                                   | Anticipated Start/Completion Date |
|------------------------------------------------|-----------------------------------|
| EOY assessment data collected from HR teacehrs | 05/01/2024 - 05/31/2024           |

| Monitoring/Evaluation                                                 | Anticipated Output                                                |
|-----------------------------------------------------------------------|-------------------------------------------------------------------|
| Quarterly and Monthly Monitoring meetings by District and School team | Meetings Agendas, Assessment Scores, PD developments, PD feedback |

| Material/Resources/Supports Needed | PD Step |
|------------------------------------|---------|
|                                    | no      |

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**Action Steps****Anticipated Start/Completion Date**

Monthly share-out of reading strategies book by  
Jennifer Serravallo

10/02/2023 - 05/31/2024

**Monitoring/Evaluation****Anticipated Output**

Quarterly and Monthly Monitoring meetings by District  
and School team

Meetings Agendas, Assessment Scores, PD developments, PD feedback

**Material/Resources/Supports Needed****PD Step**

The Reading Strategies Book 2.0

no

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| Action Steps                                                          | Anticipated Start/Completion Date                                 |
|-----------------------------------------------------------------------|-------------------------------------------------------------------|
| Teachers complete a self-assessment of ML understanding               | 01/01/2024 - 01/31/2024                                           |
| Monitoring/Evaluation                                                 | Anticipated Output                                                |
| Quarterly and Monthly Monitoring meetings by District and School team | Meetings Agendas, Assessment Scores, PD developments, PD feedback |
| Material/Resources/Supports Needed                                    | PD Step                                                           |
| Google Doc, teacher assessment                                        | no                                                                |

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| Action Steps                                                          | Anticipated Start/Completion Date                                 |
|-----------------------------------------------------------------------|-------------------------------------------------------------------|
| Teachers complete a self-assessment of ML understanding               | 05/01/2024 - 05/31/2024                                           |
| Monitoring/Evaluation                                                 | Anticipated Output                                                |
| Quarterly and Monthly Monitoring meetings by District and School team | Meetings Agendas, Assessment Scores, PD developments, PD feedback |
| Material/Resources/Supports Needed                                    | PD Step                                                           |
| Google Doc, teacher assessment                                        | no                                                                |

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**Action Steps****Anticipated Start/Completion Date**

PLC meetings with ELA supervisor to discuss ELA-related questions, reading strategies

09/18/2023 - 12/22/2023

**Monitoring/Evaluation****Anticipated Output**

Quarterly and Monthly Monitoring meetings by District and School team

Meetings Agendas, Assessment Scores, PD developments, PD feedback

**Material/Resources/Supports Needed****PD Step**

Deb Whitmire

no

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| Action Steps                                                                          | Anticipated Start/Completion Date |
|---------------------------------------------------------------------------------------|-----------------------------------|
| PLC meetings with ELA supervisor to discuss ELA-related questions, reading strategies | 01/15/2024 - 05/02/2024           |

| Monitoring/Evaluation                                                 | Anticipated Output                                                |
|-----------------------------------------------------------------------|-------------------------------------------------------------------|
| Quarterly and Monthly Monitoring meetings by District and School team | Meetings Agendas, Assessment Scores, PD developments, PD feedback |

| Material/Resources/Supports Needed | PD Step |
|------------------------------------|---------|
| Deb Whitmire                       | no      |

**Action Plan: Develop a system of Formative Assessments**

**Action Steps****Anticipated Start/Completion Date**

Update staff of TSI status and goals

05/10/2023 - 05/10/2023

**Monitoring/Evaluation****Anticipated Output**Quarterly and Monthly Monitoring meetings by District  
and School team

Meetings Agendas, Assessment Scores, PD developments, PD feedback

**Material/Resources/Supports Needed****PD Step**

NA

no

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| Action Steps                                                                                                                | Anticipated Start/Completion Date                                 |
|-----------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| Update staff of TSI status and goals for the 2023-24 school year, share specifics expectations, goals, and responsibilities | 08/01/2023 - 08/31/2023                                           |
| Monitoring/Evaluation                                                                                                       | Anticipated Output                                                |
| Quarterly and Monthly Monitoring meetings by District and School team                                                       | Meetings Agendas, Assessment Scores, PD developments, PD feedback |
| Material/Resources/Supports Needed                                                                                          | PD Step                                                           |
| NA                                                                                                                          | no                                                                |

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**Action Steps****Anticipated Start/Completion Date**

A workshop geared toward math instruction during  
August in-service

08/01/2023 - 08/31/2023

**Monitoring/Evaluation****Anticipated Output**

Quarterly and Monthly Monitoring meetings by District  
and School team

Meetings Agendas, Assessment Scores, PD developments, PD feedback

**Material/Resources/Supports Needed****PD Step**

TBD

no

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| Action Steps                                                          | Anticipated Start/Completion Date                                 |
|-----------------------------------------------------------------------|-------------------------------------------------------------------|
| Establish a baseline of knowledge of Mastery Learning (ML)            | 05/16/2023 - 05/16/2023                                           |
| Monitoring/Evaluation                                                 | Anticipated Output                                                |
| Quarterly and Monthly Monitoring meetings by District and School team | Meetings Agendas, Assessment Scores, PD developments, PD feedback |
| Material/Resources/Supports Needed                                    | PD Step                                                           |
| Mastery Learning Anticipatory Guide                                   | yes                                                               |

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| Action Steps                                                          | Anticipated Start/Completion Date                                 |
|-----------------------------------------------------------------------|-------------------------------------------------------------------|
| Teachers complete a self-assessment of ML understanding               | 05/16/2023 - 05/16/2023                                           |
| Monitoring/Evaluation                                                 | Anticipated Output                                                |
| Quarterly and Monthly Monitoring meetings by District and School team | Meetings Agendas, Assessment Scores, PD developments, PD feedback |
| Material/Resources/Supports Needed                                    | PD Step                                                           |
| Google Doc, teacher assessment                                        | no                                                                |

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**Action Steps****Anticipated Start/Completion Date**

Review TSI plan with staff

08/01/2023 - 08/31/2023

**Monitoring/Evaluation****Anticipated Output**Quarterly and Monthly Monitoring meetings by District  
and School team

Meetings Agendas, Assessment Scores, PD developments, PD feedback

**Material/Resources/Supports Needed****PD Step**

TSI Approved plan

no

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| Action Steps                                                                               | Anticipated Start/Completion Date                                 |
|--------------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| Provide teachers with specific expectations for grade level assessments and calendar dates | 08/01/2023 - 08/30/2023                                           |
| Monitoring/Evaluation                                                                      | Anticipated Output                                                |
| Quarterly and Monthly Monitoring meetings by District and School team                      | Meetings Agendas, Assessment Scores, PD developments, PD feedback |
| Material/Resources/Supports Needed                                                         | PD Step                                                           |
| District Assessment Calendar                                                               | no                                                                |

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**Action Steps****Anticipated Start/Completion Date**

Beginning of the Year STAR Benchmark

09/25/2023 - 10/06/2023

**Monitoring/Evaluation****Anticipated Output**

Quarterly and Monthly Monitoring meetings by District and School team

Meetings Agendas, Assessment Scores, PD developments, PD feedback

**Material/Resources/Supports Needed****PD Step**

STAR Assessment materials

no

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| Action Steps            | Anticipated Start/Completion Date |
|-------------------------|-----------------------------------|
| Mid-Year STAR Benchmark | 02/01/2024 - 02/09/2024           |

| Monitoring/Evaluation                                                 | Anticipated Output                                                |
|-----------------------------------------------------------------------|-------------------------------------------------------------------|
| Quarterly and Monthly Monitoring meetings by District and School team | Meetings Agendas, Assessment Scores, PD developments, PD feedback |

| Material/Resources/Supports Needed | PD Step |
|------------------------------------|---------|
| STAR Assessment Materials          | no      |

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**Action Steps****Anticipated Start/Completion Date**

End of year STAR Assessment

05/23/2024 - 05/31/2024

**Monitoring/Evaluation****Anticipated Output**

Quarterly and Monthly Monitoring meetings by District and School team

Meetings Agendas, Assessment Scores, PD developments, PD feedback

**Material/Resources/Supports Needed****PD Step**

STAR Assessment Materials

no

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| Action Steps                                                   | Anticipated Start/Completion Date |
|----------------------------------------------------------------|-----------------------------------|
| Beginning of year Benchmark Meetings between PLCs, IC, and GRT | 10/09/2023 - 10/13/2023           |

| Monitoring/Evaluation                                                 | Anticipated Output                                                |
|-----------------------------------------------------------------------|-------------------------------------------------------------------|
| Quarterly and Monthly Monitoring meetings by District and School team | Meetings Agendas, Assessment Scores, PD developments, PD feedback |

| Material/Resources/Supports Needed | PD Step |
|------------------------------------|---------|
| Data Protocol                      | no      |

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**Action Steps****Anticipated Start/Completion Date**

Mid-year Benchmark Meetings between PLCs, IC, and GRT

02/12/2024 - 02/23/2024

**Monitoring/Evaluation****Anticipated Output**

Quarterly and Monthly Monitoring meetings by District and School team

Meetings Agendas, Assessment Scores, PD developments, PD feedback

**Material/Resources/Supports Needed****PD Step**

Data Protocol

no

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**Action Steps****Anticipated Start/Completion Date**

End of year Benchmark Meetings between PLCs, IC, and GRT

06/03/2024 - 06/13/2024

**Monitoring/Evaluation****Anticipated Output**

Quarterly and Monthly Monitoring meetings by District and School team

Meetings Agendas, Assessment Scores, PD developments, PD feedback

**Material/Resources/Supports Needed****PD Step**

Data Protocol

no

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| Action Steps                                                                                                                                                      | Anticipated Start/Completion Date                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| Create common formative assessments on PM for each grade that provide questions pertaining to computational, procedural, and problem solving skills. Unit 1 and 2 | 06/01/2023 - 10/27/2023                                           |
| Monitoring/Evaluation                                                                                                                                             | Anticipated Output                                                |
| Quarterly and Monthly Monitoring meetings by District and School team                                                                                             | Meetings Agendas, Assessment Scores, PD developments, PD feedback |
| Material/Resources/Supports Needed                                                                                                                                | PD Step                                                           |
| Access to Performance Matters Assessment Creator                                                                                                                  | no                                                                |

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| Action Steps                                                                                                                                                      | Anticipated Start/Completion Date                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| Create common formative assessments on PM for each grade that provide questions pertaining to computational, procedural, and problem solving skills. Unit 3 and 4 | 11/01/2023 - 01/26/2024                                           |
| Monitoring/Evaluation                                                                                                                                             | Anticipated Output                                                |
| Quarterly and Monthly Monitoring meetings by District and School team                                                                                             | Meetings Agendas, Assessment Scores, PD developments, PD feedback |
| Material/Resources/Supports Needed                                                                                                                                | PD Step                                                           |
| Access to Performance Matters Assessment Creator                                                                                                                  | no                                                                |

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| Action Steps                                                                                                                                                      | Anticipated Start/Completion Date                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| Create common formative assessments on PM for each grade that provide questions pertaining to computational, procedural, and problem solving skills. Unit 5 and 6 | 01/29/2024 - 03/22/2024                                           |
| Monitoring/Evaluation                                                                                                                                             | Anticipated Output                                                |
| Quarterly and Monthly Monitoring meetings by District and School team                                                                                             | Meetings Agendas, Assessment Scores, PD developments, PD feedback |
| Material/Resources/Supports Needed                                                                                                                                | PD Step                                                           |
| Access to Performance Matters Assessment Creator                                                                                                                  | no                                                                |

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| Action Steps                                                                                                                                                      | Anticipated Start/Completion Date                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| Create common formative assessments on PM for each grade that provide questions pertaining to computational, procedural, and problem solving skills. Unit 7 and 8 | 03/24/2025 - 05/31/2024                                           |
| Monitoring/Evaluation                                                                                                                                             | Anticipated Output                                                |
| Quarterly and Monthly Monitoring meetings by District and School team                                                                                             | Meetings Agendas, Assessment Scores, PD developments, PD feedback |
| Material/Resources/Supports Needed                                                                                                                                | PD Step                                                           |
| Access to Performance Matters Assessment Creator                                                                                                                  | no                                                                |

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**Action Steps****Anticipated Start/Completion Date**

Monthly PLC meetings looking at math  
formative/summative outcomes

09/04/2023 - 06/07/2024

**Monitoring/Evaluation****Anticipated Output**

Quarterly and Monthly Monitoring meetings by District  
and School team

Meetings Agendas, Assessment Scores, PD developments, PD feedback

**Material/Resources/Supports Needed****PD Step**

protocol for digging in data

no

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| Action Steps                                                          | Anticipated Start/Completion Date                                 |
|-----------------------------------------------------------------------|-------------------------------------------------------------------|
| Teachers complete a self-assessment of ML understanding               | 01/02/2024 - 01/31/2024                                           |
| Monitoring/Evaluation                                                 | Anticipated Output                                                |
| Quarterly and Monthly Monitoring meetings by District and School team | Meetings Agendas, Assessment Scores, PD developments, PD feedback |
| Material/Resources/Supports Needed                                    | PD Step                                                           |
| Google Doc, teacher assessment                                        | no                                                                |

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| Action Steps                                                          | Anticipated Start/Completion Date                                 |
|-----------------------------------------------------------------------|-------------------------------------------------------------------|
| Teachers complete a self-assessment of ML understanding               | 05/01/2024 - 05/31/2024                                           |
| Monitoring/Evaluation                                                 | Anticipated Output                                                |
| Quarterly and Monthly Monitoring meetings by District and School team | Meetings Agendas, Assessment Scores, PD developments, PD feedback |
| Material/Resources/Supports Needed                                    | PD Step                                                           |
| Google Doc, teacher assessment                                        | no                                                                |

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**Action Steps****Anticipated Start/Completion Date**

PD to embed IXL diagnostic assessment into a weekly routine

09/01/2023 - 09/29/2023

**Monitoring/Evaluation****Anticipated Output**

Quarterly and Monthly Monitoring meetings by District and School team

Meetings Agendas, Assessment Scores, PD developments, PD feedback

**Material/Resources/Supports Needed****PD Step**

no

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**Action Steps****Anticipated Start/Completion Date**

PD on how IXL can help support math instruction for IM

09/01/2023 - 09/29/2023

**Monitoring/Evaluation****Anticipated Output**

Quarterly and Monthly Monitoring meetings by District and School team

Meetings Agendas, Assessment Scores, PD developments, PD feedback

**Material/Resources/Supports Needed****PD Step**

no

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| Action Steps                                                                  | Anticipated Start/Completion Date                                 |
|-------------------------------------------------------------------------------|-------------------------------------------------------------------|
| Share how PM can shows standards based reports for reporting student progress | 11/06/2023 - 11/17/2023                                           |
| Monitoring/Evaluation                                                         | Anticipated Output                                                |
| Quarterly and Monthly Monitoring meetings by District and School team         | Meetings Agendas, Assessment Scores, PD developments, PD feedback |
| Material/Resources/Supports Needed                                            | PD Step                                                           |
| ITC                                                                           | no                                                                |

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**Action Steps****Anticipated Start/Completion Date**

Workshop on differentiating math IM lessons to best meet your students needs

12/04/2023 - 12/08/2023

**Monitoring/Evaluation****Anticipated Output**

Quarterly and Monthly Monitoring meetings by District and School team

Meetings Agendas, Assessment Scores, PD developments, PD feedback

**Material/Resources/Supports Needed****PD Step**

Math Supervisor

yes

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## ADDENDUM C: PROFESSIONAL DEVELOPMENT PLANS

| Measurable Goals                                                                                                                     | Action Plan Name                              | Professional Development Step                                                | Anticipated Timeline          |
|--------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|------------------------------------------------------------------------------|-------------------------------|
| By May 30, 2024, 70% of all students will make the average growth goal on the DIBELS (Accadience) Assessment. (ELA Proficiency Goal) | Create a culture of Data Informed Instruction | Workshop geared toward DI during August in-service                           | 08/21/2023<br>-<br>08/25/2023 |
| By May 30, 2024, 70% of all students will make the average growth goal on the DIBELS (Accadience) Assessment. (ELA Proficiency Goal) | Create a culture of Data Informed Instruction | Establish a baseline of knowledge of Mastery Learning (ML)                   | 05/16/2023<br>-<br>05/16/2023 |
| By May 30, 2024, 70% of all students will be on grade level as measured by the STAR Math Assessment. (Math proficiency goal)         | Develop a system of Formative Assessments     | Establish a baseline of knowledge of Mastery Learning (ML)                   | 05/16/2023<br>-<br>05/16/2023 |
| By May 30, 2024, 70% of all students will be on grade level as measured by the STAR Math Assessment. (Math proficiency goal)         | Develop a system of Formative Assessments     | Workshop on differentiating math IM lessons to best meet your students needs | 12/04/2023<br>-<br>12/08/2023 |

## PROFESSIONAL DEVELOPMENT PLANS

| Professional Development Step                                   | Audience                | Topics of Prof. Dev                                           |
|-----------------------------------------------------------------|-------------------------|---------------------------------------------------------------|
| Start of Year Training                                          | Whole Staff             | DI expectations, ways to DI learning                          |
| Evidence of Learning                                            | Anticipated Timeframe   | Lead Person/Position                                          |
| Lesson Planning, PLC meeting agenda, exit ticket, participation | 08/21/2023 - 08/25/2023 | Principal, Reading Team, Instructional Coach                  |
| Danielson Framework Component Met in this Plan:                 |                         | This Step meets the Requirements of State Required Trainings: |
|                                                                 |                         | Teaching Diverse Learners in Inclusive Settings               |

**ADDENDUM E: COMPREHENSIVE PLAN COMMUNICATIONS**

| Communication Step | Topics of Message | Mode | Audience | Anticipated Timeline |
|--------------------|-------------------|------|----------|----------------------|
| <hr/>              |                   |      |          |                      |

WEST CHESTER AREA SCHOOL DISTRICT

Pupil Services Committee

June 26, 2023

ACTION ITEMS

**Approval of two (2) special education settlement agreements**

Approval is requested of two (2) special education settlement agreements.

*I so move.*

**WEST CHESTER AREA SCHOOL DISTRICT**

**June 26, 2023**

**Personnel Committee**

**ACTION ITEMS**

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**Approval of new job description and position K-5 STEM Teacher**

Approval is requested of the new job description and position K-5 STEM Teacher.

*I so move.*

**Approval of new job description and position Secondary Instructional Coach**

Approval is requested of the new job description and position Secondary Instructional Coach.

*I so move.*

**Approval of Contract Agreement with Chester County Intermediate Unit (CCIU) for superintendent search services**

Approval is requested of the contract agreement with Chester County Intermediate Unit (CCIU) for superintendent search services.

*I so move.*

**West Chester Area School District**  
**Personnel Committee – June 12, 2023**  
**Meeting Minutes**

**Meeting Start time: 6:35 pm**

**Committee Members:** ☒ Dr. Karen Herrmann-Chair, ☒ Mr. Gary Bevilacqua,  
☐ Ms. Karen Fleming, ☒ Mrs. Stacey Whomsley

**Other Board Members:** ☐ Ms. Joyce Chester, ☒ Mr. Alex Christy  
☒ Dr. Laura Detre ☒ Daryl Durnell ☒ Mrs. Sue Tiernan

**Administration:** ☒ Mr. Wayne Birster, ☐ Mrs. Kleiman, ☒ Dr. Sara Missett, ☒ Dr. Cheryl Newton-Woods ☒ Dr. Kalia Reynolds, ☐ Mr. John Scully, ☒ Dr. Jeffrey Ulmer, ☒ Mr. Michael Wagman

**Public Comment:**

| Name         | Agenda Item                    |
|--------------|--------------------------------|
| Judy DiFonzo | CCIU Contract/Job Descriptions |

**Items on Agenda:**

- Review and Approval of January 17, 2023 Committee Meeting minutes
- Review and Approval of new job description and position: K-5 STEM Teacher
- Review and Approval of New job description and position: Secondary Instructional Coach
- Review and approval of contract agreement with Chester County Intermediate Unit (CCIU) for superintendent search services

Personnel Committee Agenda Item actions/outcomes to be placed on June 26, 2023 Agenda for board approval:

| Agenda Item                                                                 | Vote |
|-----------------------------------------------------------------------------|------|
| Approval of January 17, 2023 Committee Meeting minutes                      | 3-0  |
| Approval of new job description and position: K-5 STEM Teacher              | 3-0  |
| Approval of new job description and position: Secondary Instructional Coach | 3-0  |

|                                                                                                                |     |
|----------------------------------------------------------------------------------------------------------------|-----|
| Approval of contract agreement with Chester County Intermediate Unit (CCIU) for superintendent search services | 3-0 |
|----------------------------------------------------------------------------------------------------------------|-----|

**Meeting adjourned at 6:57 pm.**



## WEST CHESTER AREA SCHOOL DISTRICT

### POSITION DESCRIPTION

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|                 |                                   |           |                 |
|-----------------|-----------------------------------|-----------|-----------------|
| POSITION TITLE: | Elementary STEM teacher           | DATE:     | May 11, 2023    |
| DEPARTMENT:     | Elementary STEM                   | LOCATION: | School Building |
| FLSA:           | Exempt (Professional Staff-WCAEA) |           |                 |

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#### SUMMARY:

The Elementary STEM teacher will deliver dynamic instruction during a STEM special for all K-5 students that is being implemented starting in the 2024-25 school year. Additionally, the STEM teacher is responsible for providing enrichment opportunities for identified gifted students to meet the needs of their GIEP enrichment goals. The program will highlight design thinking principles and the STEM teacher will offer additional support at the building and district level for infusing these principles throughout the curriculum. Successful candidates will be part of a cohort who, during the 2023-24 school year, will continue in their currently assigned roles while also collaborating during identified professional development opportunities to design the STEM curriculum, organize resources and plan for professional development opportunities for STEM teachers and other stakeholders throughout the district, including families.

#### REPORTING RELATIONSHIPS:

- Reports directly to the building principal to which they are assigned, and the Elementary STEM supervisor.
- Works cooperatively with administrators, supervisors, staff, parents/guardians, students and others to perform job responsibilities as outlined

#### TERMS OF EMPLOYMENT:

1. As outlined in the current Collective Bargaining Agreement
2. Salary (step/level placement) & Benefits are as described in the current Collective Bargaining Agreement.

#### QUALIFICATIONS & PHYSICAL REQUIREMENTS:

To successfully perform this position, a person must be able to perform each essential duty satisfactorily. The qualification requirements listed below represent minimum levels of educational achievement, training, skill and/or ability necessary.

- Active PA certification
  - Elementary K-6 or PK-4
  - Tech Ed PK-12 certification
- PA STEM Endorsement, preferred
- STEM and Computer Science experience preferred
- Meet professional teacher education requirements of the district and state
- Proficiency in the use of technology for individual communication and research
- Possess effective interpersonal skills with the ability to interface diplomatically with other educators, families, and various stakeholders
- Perform all other related work delegated or required to accomplish the objectives of the total school program

Qualified candidate will be required to use hands to finger, handle or feel objects, tools or controls, and to talk and hear; Sit and occasionally be required to stand, walk, stoop, kneel and crouch; Have specific vision abilities, to include close vision, color vision, and the ability to adjust focus; Have the ability to lift and/or move up to 25 pounds; and possess effective communication, judgmental, planning and human relations skills, and will be required to work under periods of stress due to the level of the position responsibility.



## Job Description – Intervention Specialist (cont'd)

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

This list is intended to be illustrative rather than complete and serves to show major duties and responsibilities and does not express or imply that these are the only duties to be performed by the incumbent in this position. The employee will be required to be consistently at work and perform any other position-related duties requested by the supervisor.

1. Plan, prepare and deliver lesson plans and instructional materials that facilitate active STEM-integrated learning.
2. Develops schemes of work, lesson plans and assessments that are in accordance with researched based practices.
3. Use relevant technology to support and differentiate instruction.
4. Manage student behavior in the classroom by establishing and enforcing rules and procedures.
5. Maintain discipline in accordance with the rules and disciplinary systems of the school.
6. Provide timely and appropriate feedback on work.
7. Encourage and monitor the progress of individual students and use data to inform instruction.
8. Maintain accurate and complete records of students' progress and development.
9. Update all necessary records accurately and completely as required by laws, district policies and school regulations.
10. Prepare required reports on students and activities.
11. Participate in department, school, district and parent meetings.
12. Communicate necessary information regularly to students, colleagues and parents regarding student progress and student needs.
13. Establish and communicate clear objectives for all learning activities.
14. Prepare classroom for class activities.
15. Provide a variety of learning materials and resources for use in educational activities.
16. Observe and evaluate student's performance and development.
17. Assign and grade class work, homework, assessments and assignments.
18. Demonstrate preparation and skill in working with students from diverse cultural, economic and ability backgrounds.
19. Encourage parent and community involvement, obtain information for parents when requested, promptly return phone calls and answer emails.
20. Participate in appropriate professional activities.
21. Participate in extracurricular activities such as social activities, sporting activities, clubs and student organizations as directed.
22. Facilitate one annual "STEM" night experience at the building level for families and stakeholders

The West Chester Area School District is an equal opportunity employment, educational and service organization.



## WEST CHESTER AREA SCHOOL DISTRICT

### POSITION DESCRIPTION

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|                 |                                     |           |                 |
|-----------------|-------------------------------------|-----------|-----------------|
| POSITION TITLE: | Secondary Instructional Coach       | DATE:     | May 3, 2023     |
| DEPARTMENT:     | Teaching and Learning               | LOCATION: | School Building |
| FLSA:           | Exempt (Professional Staff – WCAEA) |           |                 |

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#### SUMMARY:

The Instructional Coach (IC) is a critical lever in improving student achievement. The role of the coach is to build teacher capacity and their understanding of instructional practices, standards based assessments, and reporting. An instructional coach is a learner who models continuous improvement, lifelong learning, and goes above and beyond to ensure student success. All instructional coaches work collaboratively as a team with members of the Department of Teaching & Learning and their building leadership team. Instructional coaches will promote reflection, provide guidance and structure where needed, and focus on strengths, collaboration and common issues of concern. They are responsible for ensuring high-quality instruction in classrooms through modeling, co-planning, co-teaching and providing feedback to teachers. **This is not a supervisory position and does not include evaluation of colleagues.**

#### REPORTING RELATIONSHIPS:

- Reports directly to the building principal and indirectly to the Assistant Director of Teaching & Learning - Secondary.
- Works cooperatively with administrators and other staff to perform job responsibilities as outlined

#### TERMS OF EMPLOYMENT:

1. As outlined in the current Collective Bargaining Agreement
2. Salary (step/level placement) & Benefits are as described in the current Collective Bargaining Agreement.

#### QUALIFICATIONS & PHYSICAL REQUIREMENTS:

To successfully perform this position, a person must be able to perform each essential duty satisfactorily. The qualification requirements listed below represent minimum levels of educational achievement, training, skill and/or ability necessary.

- Bachelor's degree with valid 7-12 PA certification;
- Preferred: PDE Instructional Coach endorsement, or a master's degree in the area of leadership or curriculum development
- Minimum of three successful years of secondary classroom teaching experience;
- Successful completion of an Instructional Coaching training program (this can be completed upon employment);
- Demonstrated expertise in oral and written communication.
- Strong interpersonal skills.
- Possess effective interpersonal skills;
- Expertise in educational best practices in teaching and data analysis;
- Knowledge of equity issues in current educational reform.

Qualified candidate will be required to use hands to finger, handle or feel objects, tools or controls, and to talk and hear; Sit and occasionally be required to stand, walk, stoop, kneel and crouch; Have specific vision abilities, to include close vision, color vision, and the ability to adjust focus; Have the ability to lift and/or move up to 25 pounds; and possess effective communication, judgmental, planning and human relations skills, and will be required to work under periods of stress due to the level of the position responsibility.



## Job Description –Secondary Instructional Coach (cont'd)

### ESSENTIAL DUTIES AND RESPONSIBILITIES:

This list is intended to be illustrative rather than complete and serves to show major duties and responsibilities and does not express or imply that these are the only duties to be performed by the incumbent in this position. The employee will be required to be consistently at work and perform any other position-related duties requested by the supervisor.

1. Work collaboratively with all district administrators to develop, implement and support all district instructional initiatives.
2. Facilitate consistency of implementation across the district by providing stable and consistent support to all teachers, professional staff, and administrators involved in the implementation of the district's curricular initiatives.
3. Provide job-embedded instructional support for secondary teachers and professional staff including:
  - a. In-class guided practice with specific components of the district's programs;
  - b. In-class guided practice with the integration of the components of the district's programs;
  - c. Demonstration of effective instructional practices
  - d. Other kinds of instructional assistance as requested by building and/or district administrators
4. Observe & coach colleagues through non-evaluative feedback;
5. Mentor new teachers;
6. Train teachers in analyzing student data and the use of data to differentiate instruction;
7. Support the administrative team in analyzing building data and support the use of data in PLC meetings.
8. Work with individual teachers and groups of teachers (PLCs, Departments, etc) to make instructional decisions and help ensure that all instruction is matched to student needs as identified by assessment results.
9. Work closely and collaboratively with independent consultants and program experts who have been hired by the district to plan and provide specific building and district-wide professional development.
10. Participate in building, district, regional and state-wide training opportunities for continued professional development.
11. Develop and provide training to assist staff in translating research into practice at the classroom, building, and district level.
12. Working with administration, identify professional development needs of teachers by analyzing student data; organizing and implementing problem solving strategies with teachers based on student data analysis.

The West Chester Area School District is an equal opportunity employment, educational and service organization.

WEST CHESTER AREA SCHOOL DISTRICT  
Property & Finance Committee  
June 26, 2023 – ACTION ITEMS

**Approval of 2023-24 Property and Casualty/Liability Insurance**

Approval is requested for the 2023-24 property and casualty/liability insurance carriers as listed below through Willis of PA for the premium amount of \$588,529:

- |                                    |                                               |
|------------------------------------|-----------------------------------------------|
| ▪ Church Mutual/CM Regent          | Package & Automobile                          |
| ▪ Church Mutual/CM Regent          | Boiler & Machinery                            |
| ▪ AIG/National Union/Fire Ins. Co. | School Board Legal incl. Employment Practices |
| ▪ Chubb/ACE American               | Network Security                              |
| ▪ Church Mutual/CM Regent          | Umbrella                                      |
| ▪ AIG/National Union               | Volunteer/Accident                            |

*I so move.*

**Approval of 2023-24 Student Accident Insurance**

Approval is requested for U.S. Fire Insurance Co. as carrier for the 2023-24 student accident insurance for the premium amount of \$49,500.

*I so move.*

**Approval of 2023-24 CCIU Marketplace Services Contract**

Approval is requested for the CCIU Marketplace Services Contract for 2023-24.

*I so move.*

**Approval of Change Orders – Renovations and Additions to Glen Acres Elementary School**

|        |                                                                                                                                         |            |
|--------|-----------------------------------------------------------------------------------------------------------------------------------------|------------|
| GC-017 | Labor to install new Interface rubber flooring in lieu of VCT. Material from Manufacturer was free. Added costs for adhesive and labor. | \$2,142.00 |
| GC-018 | Additional mechanical room equipment pads. Design error by Architect for quantity and size                                              | \$3,883.00 |
| GC-019 | Demo of existing lintel due to conflict with mechanical piping                                                                          | \$2,082.00 |
| SC-006 | Additional clean stone around 4" perforated pipe and wrap filter fabric at bottom of MRC detention basin per Township Engineer.         | \$9,760.00 |
| SC-007 | Change subsoil mix with concrete sand in bottom of MRC detention bed per Township Engineer and Conservation District                    | \$8,750.00 |

|        |                                                                                                                                                      |             |
|--------|------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| SC-008 | Additional stone and fabric wrap around 4" perforated pipe in rain garden per the Township Engineer                                                  | \$1,000.00  |
| SC-009 | Rework entire east parking lot area and swale excavation into rain garden due to grade changes by Civil Engineer                                     | \$14,000.00 |
| SC-010 | Additional stormwater piping and structures to carry stormwater runoff from east parking lot due to conflicts with underground duct bank structures. | \$17,590.00 |

*I so move.*

### **Approval of Healthcare Benefit Consulting Agreement Renewal**

Approval is requested to renew the Healthcare Benefit Consulting Agreement with Gallagher Benefit Services.

*I so move.*

### **Approval of 2023-24 School Breakfast/Lunch Prices**

Approval is requested for the following 2023-24 lunch prices and a la carte item pricing:

| 2023-24 Meal Prices |            |        |      |
|---------------------|------------|--------|------|
|                     | Elementary | Middle | High |
| Breakfast           | 1.50       | 1.75   | 2.00 |
| Lunch               | 2.85       | 3.10   | 3.50 |

*I so move.*

### **Approval of Agreement with Westtown Township**

Approval is requested for the Parking Lot Gate Agreement with Westtown Township.

*I so move.*

Committee Meeting Minutes  
WEST CHESTER AREA SCHOOL DISTRICT  
June 20, 2023 – Property & Finance Committee

Attending Committee Members: Director Bevilacqua-Chair, Director Fleming, Director Herrmann, Director Whomsley

Other Board Members: Director Chester, Director Christy, Director Detre, Director Durnell, Director Tiernan

Administration: Mr. John Scully, Dr. Kalia Reynolds, Mr. Wayne Birster, Mr. Justin Matys, Mr. Michael Wagman

Also Present: Members of the public

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |            |        |                |            |        |      |           |      |      |      |       |      |      |      |            |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|--------|----------------|------------|--------|------|-----------|------|------|------|-------|------|------|------|------------|
| Action or outcomes from the meeting: (Unless noted, all votes were 4-0.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |            |        |                |            |        |      |           |      |      |      |       |      |      |      |            |
| Public Comment was made by the following residents on agenda items as indicated:<br>No Public Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |            |        |                |            |        |      |           |      |      |      |       |      |      |      |            |
| The committee approved the May 15, 2023 Property & Finance Committee Minutes.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |            |        | Mr. Bevilacqua |            |        |      |           |      |      |      |       |      |      |      |            |
| Mr. Scully advised the committee that the District’s contract with Gallagher Benefit Services is due to expire on June 30, 2023. Gallagher Benefit Services provides the District with healthcare consulting, COBRA administration, healthcare provider RFP’s, employee advocacy and contract negotiation services. Gallagher has been performing these services for the District since 2011.<br>Gallagher has proposed a 4-year rate structure at \$12.08 per employee per month (PEPM) in year 1 with an Act 1 index increase to the rate in subsequent years. This rate includes our annual fee for the on-line employee portal provided by Business Solver in the amount of \$4.35 PEPM. The proposed PEPM for WCASD is lower than the rate charged to other Districts in Chester County.<br>The committee recommended approval of the 4-year contract with Gallagher Benefit Services, Inc.                                                                                                                                                                                                                                                                                                              |            |        | Mr. Scully     |            |        |      |           |      |      |      |       |      |      |      |            |
| Mr. Scully informed the committee that the Healthy, Hunger-Free Act of 2010 requires that schools move towards charging paid lunches at a price that is on average equal to the difference between the free lunch reimbursement and the paid lunch reimbursement. WCASD completed the 2023-24 Paid Lunch Equity Tool to determine if a lunch price increase is needed. The weighted average meal price was \$2.83 and the recommend target average rate derived from the tool is \$3.05, indicating the need for an increase of \$.22. The district is required to gradually raise lunch prices until they reach the target average rate. The Act does place an annual cap on the amount of increase at \$0.10.<br>The 2023-24 breakfast and lunch prices for elementary and middle schools will increase \$0.10 and the high school prices will increase \$0.25 as indicated below.<br><b>2023-24 Meal Prices:</b> <table><tr><td></td><td>Elementary</td><td>Middle</td><td>High</td></tr><tr><td>Breakfast</td><td>1.50</td><td>1.75</td><td>2.00</td></tr><tr><td>Lunch</td><td>2.85</td><td>3.10</td><td>3.50</td></tr></table><br>The committee recommended approval of the 2023-24 school meal prices. |            |        |                | Elementary | Middle | High | Breakfast | 1.50 | 1.75 | 2.00 | Lunch | 2.85 | 3.10 | 3.50 | Mr. Scully |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Elementary | Middle | High           |            |        |      |           |      |      |      |       |      |      |      |            |
| Breakfast                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 1.50       | 1.75   | 2.00           |            |        |      |           |      |      |      |       |      |      |      |            |
| Lunch                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2.85       | 3.10   | 3.50           |            |        |      |           |      |      |      |       |      |      |      |            |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |             |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| <p>Mr. Scully continued the school lunch discussion by informing the committee that the food service department has experienced supply shortages as well as increased costs for food items and shipping. As a result of these increased costs, some a la carte item pricing needs to be adjusted. In accordance with School Board Policy 808, price increases for any menu item must be Board approved.</p> <p>The committee recommended approval of the 2023-24 school meal prices and a la carte pricing.</p>                                                                                                                                                                                                    |             |
| <p>Mr. Birster advised the committee that the Facilities and Operations Department is seeking approval to enter into a mutually beneficial, binding agreement with Westtown Township regarding use and access to the parking area directly adjacent to B. Rustin High School.</p> <p>The committee recommended approval of the agreement with Westtown Township.</p>                                                                                                                                                                                                                                                                                                                                               | Mr. Birster |
| <p>Items to be placed on board agenda June 26, 2023:</p> <ul style="list-style-type: none"> <li>• Approval of 4-year Contract with Gallagher Benefit Services, Inc.</li> <li>• Approval of 2023-24 School Meal Pricing and a la Carte Item Pricing</li> <li>• Approval of Agreement with Westtown Township</li> </ul> <p>MEMO items for board agenda June 26, 2023:</p> <ul style="list-style-type: none"> <li>• Approval of 2023-24 Property Casualty/Liability Insurance</li> <li>• Approval of 2023-24 Student Accident Insurance</li> <li>• Approval of 2023-24 CCIU Marketplace Services Contract</li> <li>• Approval of Change Orders – Renovations and Additions to Glen Acres Elementary School</li> </ul> |             |
| Items to discuss at a later date:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |             |
| <ul style="list-style-type: none"> <li>• Naming of Greystone Library</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Mr. Birster |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |             |

Next Meeting Date: **August 21, 2023**

# CHESTER COUNTY INTERMEDIATE UNIT

## Approved 2023-24 MARKETPLACE PROGRAMS PRICING

Please check the column labeled DP if your district is **DEFINITELY** Participating

Please check the column labeled MP if your district **MAY** Participate during the year (no charges will be levied unless services are requested by the district)

### West Chester Area School District

| Program | Service | Description | Chester County Schools Pricing 2023-24 | Annual Cost<br>Estimate (E)<br>Actual (A) | Cost | DP | MP | Notes |
|---------|---------|-------------|----------------------------------------|-------------------------------------------|------|----|----|-------|
|---------|---------|-------------|----------------------------------------|-------------------------------------------|------|----|----|-------|

#### 101 Action Science Kits

|        |                              |          |                            |  |  |  |  |  |
|--------|------------------------------|----------|----------------------------|--|--|--|--|--|
| 101-04 | New Kit                      | Per kit  | Negotiated Fee for Service |  |  |  |  |  |
| 101-05 | Consumables of Existing Kits | Per item | Negotiated Fee for Service |  |  |  |  |  |

#### 180 Adult Training and Education

|        |                       |          |                            |  |  |  |  |  |
|--------|-----------------------|----------|----------------------------|--|--|--|--|--|
| 180-01 | CTCE Tuition          | Per hour | \$14.00                    |  |  |  |  |  |
| 180-02 | CTCE Application Fee  |          | \$52.00                    |  |  |  |  |  |
| 180-03 | CTCE Lab Fee          |          | \$77.00                    |  |  |  |  |  |
| 180-04 | CTCE Clearance Fees   |          | \$55.00                    |  |  |  |  |  |
| 180-05 | CTCE Cosmetology Kit  |          | \$478.00                   |  |  |  |  |  |
| 180-06 | CTCE Program Supplies |          | Negotiated Fee for Service |  |  |  |  |  |
| 180-07 | Customized Training   |          | Negotiated Fee for Service |  |  |  |  |  |

#### 263 Advance Clinical Services

|          |                                                                  |                             |                            |  |             |  |  |  |
|----------|------------------------------------------------------------------|-----------------------------|----------------------------|--|-------------|--|--|--|
| 263-01   | Clinical Assessment/Evaluation - ATTEND                          | Per evaluation              | \$1,967.69                 |  |             |  |  |  |
| 263-02   | Barrier's Assessment - ATTEND                                    | Per evaluation              | \$304.89                   |  |             |  |  |  |
| 263-04   | Function Behavior Assessment - ATTEND                            | Per evaluation              | \$1,010.89                 |  |             |  |  |  |
| 263-08   | Advanced Clinical Licensed Mental Health Specialists             | Per hour                    | \$92.81                    |  | \$53,351.00 |  |  |  |
| 263-09   | BCBA Services                                                    | Per hour                    | Negotiated Fee for Service |  |             |  |  |  |
| 263-10   | BCBA Services                                                    | Per hour                    | \$101.29                   |  |             |  |  |  |
| 263-11   | ACS Specialized Assessment (i.e. tic disorder, selective mutism) | Per assessment              | Negotiated Fee for Service |  |             |  |  |  |
| 263-12   | ACS Specialized Treatment (i.e. tic disorder, selective mutism)  | Per students' sessions (12) | Negotiated Fee for Service |  |             |  |  |  |
| 263-71   | Other Advanced Clinical Services                                 |                             | Negotiated Fee for Service |  |             |  |  |  |
| 263-71.1 | BSC Services                                                     | Per hour                    | \$77.46                    |  |             |  |  |  |

#### 271 Aspire

|          |                         |              |                            |  |           |  |  |  |
|----------|-------------------------|--------------|----------------------------|--|-----------|--|--|--|
| 271-01   | Full-day                | Per full day | \$37,964.98                |  |           |  |  |  |
| 271-02   | Half-day                | Per half day | \$24,677.23                |  |           |  |  |  |
| 271-71   | Other Fee for Service   |              | Negotiated Fee for Service |  | \$106,500 |  |  |  |
| 271-74   | Counseling - Individual | Per hour     | \$165.13                   |  |           |  |  |  |
| 271-74.1 | Counseling - Group      | Per hour     | \$82.56                    |  |           |  |  |  |

#### 227 Brandywine Virtual Academy

**BVA member districts include all districts under the Bucks, Chester, Delaware and Montgomery County Intermediate Units.**  
**All other districts within the Commonwealth of PA, non-public schools and private pays are charged the "Other" pricing.**  
**Rates listed are in effect from August 15 thru August 14 each year. Summer School Sessions start April 2023 and end August 2023.**

##### Original Credit Courses

|        |                                                    |                |            |  |  |  |  |  |
|--------|----------------------------------------------------|----------------|------------|--|--|--|--|--|
| 227-01 | Full Credit (1.0) - Secondary                      | Per credit     | \$757.00   |  |  |  |  |  |
|        | Full Credit (1.0) - Secondary - Special Education  | Per credit     | \$1,001.00 |  |  |  |  |  |
|        | Full Credit (1.0) - Elementary                     | Per credit     | \$783.00   |  |  |  |  |  |
|        | Full Credit (1.0) - Elementary - Special Education | Per credit     | \$1,027.00 |  |  |  |  |  |
| 227-05 | 1/2 Credit (.5) - Secondary                        | Per 1/2 credit | \$416.00   |  |  |  |  |  |
|        | 1/2 Credit (.5) - Secondary - Special Education    | Per 1/2 credit | \$550.00   |  |  |  |  |  |
|        | 1/2 Credit (.5) - Elementary                       | Per 1/2 credit | \$442.00   |  |  |  |  |  |
|        | 1/2 Credit (.5) - Elementary - Special Education   | Per 1/2 credit | \$576.00   |  |  |  |  |  |
| 227-09 | 1/4 Credit (.25)                                   | Per 1/4 credit | \$231.00   |  |  |  |  |  |
|        | Regular Ed Course Switch Fee                       | Per course     | \$50.00    |  |  |  |  |  |

# CHESTER COUNTY INTERMEDIATE UNIT

## Approved 2023-24 MARKETPLACE PROGRAMS PRICING

Please check the column labeled DP if your district is **DEFINITELY** Participating

Please check the column labeled MP if your district **MAY** Participate during the year (no charges will be levied unless services are requested by the district)

West Chester Area School District

|         |                                                                                                 |             |                                        | Annual Cost                |      |    |    |       |  |
|---------|-------------------------------------------------------------------------------------------------|-------------|----------------------------------------|----------------------------|------|----|----|-------|--|
| Program | Service                                                                                         | Description | Chester County Schools Pricing 2023-24 | Estimate (E)<br>Actual (A) | Cost | DP | MP | Notes |  |
| 227     | <b>Brandywine Virtual Academy (Continued)</b>                                                   |             |                                        |                            |      |    |    |       |  |
|         | <b>Synchronous Elementary Seat fee</b>                                                          |             |                                        |                            |      |    |    |       |  |
|         | Elementary Seat Fee - Synchronous, Non-transferrable                                            |             | Per semester                           | \$544.00                   |      |    |    |       |  |
|         | Elementary Seat Fee - Synchronous, Non-transferrable- Special Education                         |             | Per semester                           | \$4,215.00                 |      |    |    |       |  |
|         | <b>Credit Recovery Courses</b>                                                                  |             |                                        |                            |      |    |    |       |  |
| 227-13  | Full Credit (1.0)                                                                               |             | Per credit                             | \$416.00                   |      |    |    |       |  |
|         | Full Credit (1.0) - Special Education                                                           |             | Per credit                             | \$660.00                   |      |    |    |       |  |
| 227-17  | 1/2 Credit (.5)                                                                                 |             | Per 1/2 credit                         | \$231.00                   |      |    |    |       |  |
|         | 1/2 Credit (.5) - Special Education                                                             |             | Per 1/2 credit                         | \$365.00                   |      |    |    |       |  |
| 227-21  | 1/4 Credit (.25)                                                                                |             | Per 1/4 credit                         | \$127.00                   |      |    |    |       |  |
|         | <b>Blended Classes (More indepth interaction with a Teacher)</b>                                |             |                                        |                            |      |    |    |       |  |
|         | <b>Blended Original Credit</b>                                                                  |             |                                        |                            |      |    |    |       |  |
|         | Full Credit (1.0)                                                                               |             | Per credit                             | \$593.00                   |      |    |    |       |  |
|         | 1/2 Credit (.5)                                                                                 |             | Per 1/2 credit                         | \$326.00                   |      |    |    |       |  |
|         | 1/4 Credit (.25)                                                                                |             | Per 1/4 credit                         | \$181.00                   |      |    |    |       |  |
|         | <b>Blended Credit Recovery</b>                                                                  |             |                                        |                            |      |    |    |       |  |
|         | Full Credit (1.0)                                                                               |             | Per credit                             | \$326.00                   |      |    |    |       |  |
|         | 1/2 Credit (.5)                                                                                 |             | Per 1/2 credit                         | \$181.00                   |      |    |    |       |  |
|         | 1/4 Credit (.25)                                                                                |             | Per 1/4 credit                         | \$100.00                   |      |    |    |       |  |
|         | <b>Independent Classes (No Teacher Interaction)</b>                                             |             |                                        |                            |      |    |    |       |  |
|         | <b>Independent Original Credit</b>                                                              |             |                                        |                            |      |    |    |       |  |
|         | Full Credit (1.0)                                                                               |             | Per credit                             | \$416.00                   |      |    |    |       |  |
|         | 1/2 Credit (.5)                                                                                 |             | Per 1/2 credit                         | \$231.00                   |      |    |    |       |  |
|         | 1/4 Credit (.25)                                                                                |             | Per 1/4 credit                         | \$127.00                   |      |    |    |       |  |
|         | <b>Independent Classes (No Teacher Interaction)</b>                                             |             |                                        |                            |      |    |    |       |  |
|         | <b>Independent Credit Recovery</b>                                                              |             |                                        |                            |      |    |    |       |  |
|         | Full Credit (1.0)                                                                               |             | Per credit                             | \$231.00                   |      |    |    |       |  |
|         | 1/2 Credit (.5)                                                                                 |             | Per 1/2 credit                         | \$127.00                   |      |    |    |       |  |
|         | 1/4 Credit (.25)                                                                                |             | Per 1/4 credit                         | \$70.00                    |      |    |    |       |  |
|         | <b>Summer Courses &amp; Fees - Summer School Session starts April 2023 and ends August 2023</b> |             |                                        |                            |      |    |    |       |  |
|         | <b>Original Credit Courses</b>                                                                  |             |                                        |                            |      |    |    |       |  |
| 227-51  | Jump Start: 1 Credit                                                                            |             | Per credit                             | \$757.00                   |      |    |    |       |  |
| 227-52  | Jump Start: 1/2 Credit (.5)                                                                     |             | Per 1/2 credit                         | \$416.00                   |      |    |    |       |  |
| 227-55  | True Summer: 1 Credit                                                                           |             | Per credit                             | \$566.00                   |      |    |    |       |  |
| 227-56  | True Summer: 1/2 Credit (.5)                                                                    |             | Per 1/2 credit                         | \$323.00                   |      |    |    |       |  |
| 227-61  | Credit Recovery: 1 Credit                                                                       |             | Per credit                             | \$238.00                   |      |    |    |       |  |
| 227-62  | Credit Recovery: 1/2 Credit (.5)                                                                |             | Per 1/2 credit                         | \$132.00                   |      |    |    |       |  |
| 227-54  | Late Registration Fee                                                                           |             |                                        | \$24.00                    |      |    |    |       |  |
|         | Application Fee                                                                                 |             |                                        | \$32.00                    |      |    |    |       |  |
|         | <b>Driver Education</b>                                                                         |             |                                        |                            |      |    |    |       |  |
|         | Driver Education                                                                                |             | Per 1/4 credit                         | \$127.00                   |      |    |    |       |  |
|         | Online Processing Fee                                                                           |             |                                        | \$5.00                     |      |    |    |       |  |
| 227-70  | Keystone Remedial Courses - Algebra I, Literature and Biology                                   |             | Per student per course                 | \$363.00                   |      |    |    |       |  |
| 227-71  | Keystone Virtual Tutor                                                                          |             | Per student per module                 | \$184.00                   |      |    |    |       |  |
| 227-72  | Test Administrator                                                                              |             |                                        | Negotiated Fee for Service |      |    |    |       |  |
| 227-73  | Keystone Module Remediation                                                                     |             | Per module                             | \$183.00                   |      |    |    |       |  |

# CHESTER COUNTY INTERMEDIATE UNIT

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### West Chester Area School District

|         |                                                                                                                                                 |                                     |                                                 | Annual Cost             |      |    |    |       |  |
|---------|-------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------------------|-------------------------|------|----|----|-------|--|
| Program | Service                                                                                                                                         | Description                         | Chester County Schools Pricing 2023-24          | Estimate (E) Actual (A) | Cost | DP | MP | Notes |  |
| 227     | <b>Brandywine Virtual Academy (Continued)</b>                                                                                                   |                                     |                                                 |                         |      |    |    |       |  |
|         | <b>Special Education Services</b>                                                                                                               |                                     |                                                 |                         |      |    |    |       |  |
| 227-40  | On-Site Support/IEP Case Mgmt                                                                                                                   | Per hour                            | Negotiated Fee for Service                      |                         |      |    |    |       |  |
| 227-41  | On-Site Support/IEP Case Mgmt                                                                                                                   | Per 1/2 hour                        | Negotiated Fee for Service                      |                         |      |    |    |       |  |
| 227-42  | Virtual Support/IEP Case Mgmt                                                                                                                   | Per hour                            | Negotiated Fee for Service                      |                         |      |    |    |       |  |
| 227-43  | BVA Annual Internet Service Fee                                                                                                                 | Per student                         | \$689.00                                        |                         |      |    |    |       |  |
| 227-44  | New Course Development                                                                                                                          | Per course                          | Negotiated Fee for Service                      |                         |      |    |    |       |  |
| 227-45  | Psych Evaluation                                                                                                                                | Per day                             | Negotiated Fee for Service                      |                         |      |    |    |       |  |
| 227-46  | Psych Counseling                                                                                                                                | Per 1/2 hour                        | \$87.52                                         |                         |      |    |    |       |  |
| 227-47  | Speech - Individual                                                                                                                             | Per hour                            | \$182.55                                        |                         |      |    |    |       |  |
| 227-48  | OT & PT                                                                                                                                         | Per hour                            | Negotiated Fee for Service                      |                         |      |    |    |       |  |
| 227-49  | Special Education Services                                                                                                                      |                                     | Negotiated Fee for Service                      |                         |      |    |    |       |  |
| 227-50  | Itinerant Hearing Services                                                                                                                      | Per hour                            | \$222.73                                        |                         |      |    |    |       |  |
|         | <b>BVA Marketing Services</b>                                                                                                                   |                                     |                                                 |                         |      |    |    |       |  |
|         | Marketing Package includes: 500 brochures (one run), up to 200 postcards, 2 mailings, 1 "live" and 1 virtual open house, and 1 planning meeting | Per year                            | \$1,526.00                                      |                         |      |    |    |       |  |
|         | Additional Marketing Services                                                                                                                   | Per hour, plus travel and materials | \$127.00                                        |                         |      |    |    |       |  |
|         | <b>Computer and Textbooks</b>                                                                                                                   |                                     |                                                 |                         |      |    |    |       |  |
|         | Textbook Shipping                                                                                                                               |                                     | \$15.00                                         |                         |      |    |    |       |  |
|         | Computer Setup                                                                                                                                  | Per Instance                        | \$160.00                                        |                         |      |    |    |       |  |
|         | Computer Shipping                                                                                                                               | Per Instance                        | \$55.00                                         |                         |      |    |    |       |  |
|         | Computer Insurance                                                                                                                              | Per Month with BVA Device           | \$13.50                                         |                         |      |    |    |       |  |
|         | Computer Management                                                                                                                             | Per Month with BVA Device           | \$13.50                                         |                         |      |    |    |       |  |
|         | Technical Support Fee                                                                                                                           | Per Student/Per Month Enrolled      | \$20.00                                         |                         |      |    |    |       |  |
|         | Unreturned Asset Fee (Computer Insurance + Computer Management * # of months outstanding)                                                       | Per Device/Per Month                | \$27.00                                         |                         |      |    |    |       |  |
| 004     | <b>Buildings Maintenance</b>                                                                                                                    |                                     |                                                 |                         |      |    |    |       |  |
| 04-01   | CCIU Facilities Rental *                                                                                                                        |                                     | No Charge                                       |                         |      |    |    |       |  |
| 04-02   | Computer Lab Rental *                                                                                                                           |                                     | No Charge                                       |                         |      |    |    |       |  |
| 04-03   | Catering Fees                                                                                                                                   |                                     | Provided Upon Request & at an Additional Charge |                         |      |    |    |       |  |
| 04-04   | Video Conferencing                                                                                                                              |                                     |                                                 |                         |      |    |    |       |  |
|         | Bridging Set-Up Fee                                                                                                                             |                                     | \$44.00                                         |                         |      |    |    |       |  |
|         | Facilitated Video Conference                                                                                                                    | Per hour (maximum of 4 sites)       | \$44.00                                         |                         |      |    |    |       |  |
| 04-05   | Maintenance Support                                                                                                                             |                                     | Negotiated Fee for Service                      |                         |      |    |    |       |  |

\* Additional charges will be incurred for Chester County School Districts using CCIU facilities after 7:00 pm Monday-Thursday, after 4:00 pm on Friday, and for any weekend use.

# CHESTER COUNTY INTERMEDIATE UNIT

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### West Chester Area School District

|            |                                                                 |                           |                                        | Annual Cost                |              |    |    |       |  |
|------------|-----------------------------------------------------------------|---------------------------|----------------------------------------|----------------------------|--------------|----|----|-------|--|
| Program    | Service                                                         | Description               | Chester County Schools Pricing 2023-24 | Estimate (E)<br>Actual (A) | Cost         | DP | MP | Notes |  |
| <b>223</b> | <b>CHAAMP</b>                                                   |                           |                                        |                            |              |    |    |       |  |
| 223-02     | Tuition                                                         | Per student               | \$67,142.78                            |                            |              |    |    |       |  |
| 223-03     | Behavioral Mentor                                               | Per student               | \$55,924.06                            |                            |              |    |    |       |  |
| 223-06     | Supplemental Behavioral Mentor - CHAAMP Program                 | Per hour                  | Negotiated Fee for Service             |                            | \$320,100.00 |    |    |       |  |
| 223-71     | Other Fee for Services                                          |                           | Negotiated Fee for Service             |                            |              |    |    |       |  |
| <b>226</b> | <b>Changes Program</b>                                          |                           |                                        |                            |              |    |    |       |  |
| 226-01     | Student Tuition                                                 | Per day                   | \$313.32                               |                            |              |    |    |       |  |
| 226-02     | Student Tuition - Summer Program                                | Per day                   | Negotiated Fee for Service             |                            | \$32,000.00  |    |    |       |  |
| <b>191</b> | <b>Chester County Learning Center</b>                           |                           |                                        |                            |              |    |    |       |  |
| 191-11     | Options -Special Ed - Full Day                                  | Per day                   | \$333.24                               |                            |              |    |    |       |  |
| 191-09     | Options -Emotional Support - Half Day                           | Per half day              | \$199.96                               |                            |              |    |    |       |  |
| 191-07.1   | Options - ESY                                                   | Per student per day       | Negotiated Fee for Service             |                            |              |    |    |       |  |
| 191-08     | Transitions - Full Day                                          | Per day                   | \$254.59                               |                            |              |    |    |       |  |
| 191-08.1   | Transitions - Half Day                                          | Per half day              | \$127.28                               |                            |              |    |    |       |  |
| 191.71     | Other Fee for Services                                          |                           | Negotiated Fee for Service             |                            |              |    |    |       |  |
| 197-07     | Career Academy                                                  | Per year                  | \$38,188.38                            |                            |              |    |    |       |  |
| 191-05     | Career Academy - 1/2 time                                       | Per year                  | \$22,913.03                            |                            |              |    |    |       |  |
| <b>023</b> | <b>Chester County Professional Recruiting Consortium</b>        |                           |                                        |                            |              |    |    |       |  |
| 23-01      | Professional Recruiting Consortium                              | Per professional employee | \$3.00                                 |                            |              |    |    |       |  |
| <b>225</b> | <b>Chester County Youth Center</b>                              |                           |                                        |                            |              |    |    |       |  |
| 225-01     | Student Tuition General Education                               | Per day                   | \$84.58                                |                            |              |    |    |       |  |
| 225-02     | Ward of the State                                               |                           | Negotiated Fee for Service             |                            |              |    |    |       |  |
| 225-03     | Student Tuition Special Education                               | Per day                   | \$199.65                               |                            |              |    |    |       |  |
| <b>131</b> | <b>Discover Program</b>                                         |                           |                                        |                            |              |    |    |       |  |
| 131-01     | Vocational Specialist - Individual - LEA                        | Per hour                  | \$120.65                               |                            |              |    |    |       |  |
| 131-01.2   | Vocational Specialist - Consult - LEA                           | Per hour                  | \$120.65                               |                            |              |    |    |       |  |
| 131-01.4   | Vocational Specialist - Individual - LEA - Telepractice         | Per hour                  | \$120.65                               |                            |              |    |    |       |  |
| 131-01.1   | Vocational Specialist - Individual - IU Programs                | Per hour                  | \$108.59                               |                            |              |    |    |       |  |
| 131-01.3   | Vocational Specialist - Individual - IU Programs - Telepractice | Per hour                  | \$108.59                               |                            |              |    |    |       |  |
| 131-02     | Job Coach - Individual - LEA                                    | Per hour                  | \$80.56                                |                            |              |    |    |       |  |
| 131-02.1   | Job Coach - Individual - IU Programs                            | Per hour                  | \$72.50                                |                            |              |    |    |       |  |
| 131-05     | Job Coach - Group - LEA                                         | Per hour                  | \$53.17                                |                            |              |    |    |       |  |
| 131-04     | PAES Evaluation                                                 | Per day                   | \$258.11                               |                            |              |    |    |       |  |
| 131-05.1   | Job Coach - Group - IU Programs                                 | Per hour                  | \$47.85                                |                            |              |    |    |       |  |
| 131-07     | Travel Training Instruction - Individual                        | Per hour                  | \$120.82                               |                            |              |    |    |       |  |
| 131-07.1   | Travel Training Instruction - Evaluation                        | Per hour                  | \$120.82                               |                            |              |    |    |       |  |
| 131-07.2   | Travel Training Instruction - Telepractice                      | Per hour                  | \$120.82                               |                            |              |    |    |       |  |
| 131-09     | McCarron Dial Vocational Assessment                             | Per assessment            | \$503.07                               |                            |              |    |    |       |  |
| 131-12     | Travel Training Instruction - Group                             | Per hour per student      | \$76.01                                |                            |              |    |    |       |  |
| 131-110    | Vocational Specialist - Group                                   | Per hour                  | \$76.01                                |                            |              |    |    |       |  |
| 131-110.1  | Vocational Specialist - Group - IU Programs                     | Per hour                  | \$68.41                                |                            |              |    |    |       |  |
| 131-71     | Discover - Other Services                                       |                           | Negotiated Fee for Service             |                            |              |    |    |       |  |

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West Chester Area School District

|         |         |             |                                        | Annual Cost                |      |    |    |       |
|---------|---------|-------------|----------------------------------------|----------------------------|------|----|----|-------|
| Program | Service | Description | Chester County Schools Pricing 2023-24 | Estimate (E)<br>Actual (A) | Cost | DP | MP | Notes |

### 132 Document Imaging and Record Retention Services

|        |                                            |                  |                            |  |  |  |  |  |
|--------|--------------------------------------------|------------------|----------------------------|--|--|--|--|--|
| 132-01 | Document Imaging and Record Retention      | Per image charge | \$0.16                     |  |  |  |  |  |
| 132-02 | Web Software Licensing                     | One time fee     | \$1,681.33                 |  |  |  |  |  |
| 132-03 | Web Maintenance Fee                        | Annual charge    | \$588.25                   |  |  |  |  |  |
| 132-04 | CD Copies                                  |                  | Negotiated Fee for Service |  |  |  |  |  |
| 132-05 | Document Purging and Prepping, if required | Per hour         | \$28.89                    |  |  |  |  |  |
| 132-06 | Indexing (up to 3 files)                   | Per file charge  | \$0.31                     |  |  |  |  |  |
|        | Each Additional Index                      |                  | \$0.02                     |  |  |  |  |  |
| 132-07 | Job Pick-Up                                | Per trip         | \$56.15                    |  |  |  |  |  |
| 132-08 | Document Destruction                       | Per box          | \$4.01                     |  |  |  |  |  |

### 028 Driver Education - Third Party Driver's License Testing Center

|         |                                                                      |             |          |  |  |  |  |  |
|---------|----------------------------------------------------------------------|-------------|----------|--|--|--|--|--|
| 28-03   | Behind-the-Wheel Instruction (Intermediate Unit Provided Car)        | Per student | \$540.00 |  |  |  |  |  |
| 28-04   | 30 Hour Online Course                                                | Per student | \$149.00 |  |  |  |  |  |
| 28-4.1  | 40 Hour Online Course                                                | Per student | \$197.00 |  |  |  |  |  |
| 28-05   | Driver's License Test                                                | Per test    | \$100.00 |  |  |  |  |  |
| 28-06   | Driver's License Test - CCIU Driver's Ed On-Line and BTW Instruction | Per test    | \$75.00  |  |  |  |  |  |
| 28-07   | Driver's License Retest                                              | Per test    | \$60.00  |  |  |  |  |  |
| 28-08   | 30-Minute Parallel Park Lessons                                      | Per student | \$50.00  |  |  |  |  |  |
| 28-09   | 1 Hour Test Prep/Road Test (Adults Only)                             | Per student | \$155.00 |  |  |  |  |  |
| 28-10   | 1 Hour Additional Behind-the-Wheel Session                           | Per student | \$80.00  |  |  |  |  |  |
| 28-11   | Prepared Driver Package with 30 Hour Online Course                   | Per student | \$702.00 |  |  |  |  |  |
| 28-11.1 | Prepared Driver Package with 40 Hour Online Course                   | Per student | \$749.00 |  |  |  |  |  |
| 28-12   | Ready to Drive Package                                               | Per student | \$579.00 |  |  |  |  |  |
| 28-13   | Instructional Package with 30 Hour Online Course                     | Per student | \$647.00 |  |  |  |  |  |
| 28-13.1 | Instructional Package with 40 Hour Online Course                     | Per student | \$694.00 |  |  |  |  |  |
| 28-14   | Instructor Picks up Student at Home                                  | Per unit    | \$50.00  |  |  |  |  |  |

All Fees are paid by parents unless otherwise agreed upon.

### 091 English Language Development (ELD)

|       |                           |          |                            |  |  |  |  |  |
|-------|---------------------------|----------|----------------------------|--|--|--|--|--|
| 91-01 | ELD Teacher               |          | Negotiated Fee for Service |  |  |  |  |  |
| 91-02 | Individual Services       | Per hour | \$171.14                   |  |  |  |  |  |
| 91-03 | Group (2 or more)         | Per hour | \$87.20                    |  |  |  |  |  |
| 91-05 | Reimbursable Travel       |          | Negotiated Fee for Service |  |  |  |  |  |
| 91-06 | ELD Consultation Services | Per hour | \$171.14                   |  |  |  |  |  |
| 91-71 | Other Fee for Service     |          | Negotiated Fee for Service |  |  |  |  |  |

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West Chester Area School District

|            |                                                     |                                                |                                        | Annual Cost                |              |    |    |       |  |
|------------|-----------------------------------------------------|------------------------------------------------|----------------------------------------|----------------------------|--------------|----|----|-------|--|
| Program    | Service                                             | Description                                    | Chester County Schools Pricing 2023-24 | Estimate (E)<br>Actual (A) | Cost         | DP | MP | Notes |  |
| <b>098</b> | <b>Food Service</b>                                 |                                                |                                        |                            |              |    |    |       |  |
|            | <b>Elementary</b>                                   |                                                |                                        |                            |              |    |    |       |  |
| 98-01      | Breakfast                                           |                                                | \$1.70                                 |                            |              |    |    |       |  |
| 98-02      | Reduced Breakfast                                   |                                                | \$0.30                                 |                            |              |    |    |       |  |
| 98-03      | Lunch                                               |                                                | \$3.25                                 |                            |              |    |    |       |  |
| 98-04      | Reduced Lunch                                       |                                                | \$0.40                                 |                            |              |    |    |       |  |
| 98-05      | Milk                                                |                                                | \$0.60                                 |                            |              |    |    |       |  |
| 98-10      | Adult Lunch                                         |                                                | \$4.75                                 |                            |              |    |    |       |  |
|            | <b>Secondary</b>                                    |                                                |                                        |                            |              |    |    |       |  |
| 98-11      | Breakfast                                           |                                                | \$1.70                                 |                            |              |    |    |       |  |
| 98-12      | Reduced Breakfast                                   |                                                | \$0.30                                 |                            |              |    |    |       |  |
| 98-06      | Lunch                                               |                                                | \$3.25                                 |                            |              |    |    |       |  |
| 98-07      | Reduced Lunch                                       |                                                | \$0.40                                 |                            |              |    |    |       |  |
| 98-08      | Milk                                                |                                                | \$0.60                                 |                            |              |    |    |       |  |
| 98-09      | Adult Lunch                                         |                                                | \$4.75                                 |                            |              |    |    |       |  |
| <b>133</b> | <b>Gateway</b>                                      |                                                |                                        |                            |              |    |    |       |  |
| 133-03     | Full Day Program                                    | Per day                                        | \$196.78                               |                            | \$64,000.00  |    |    |       |  |
| 133-04     | Half Day Program                                    | Per half day                                   | \$132.98                               |                            |              |    |    |       |  |
| <b>130</b> | <b>Home and Community Services</b>                  |                                                |                                        |                            |              |    |    |       |  |
| 130-08     | Personal Care Assistant Level 2                     | Per hour                                       | \$35.82                                |                            | \$568,725.00 |    |    |       |  |
| 130-09     | Personal Care Assistant Level 1                     | Per hour                                       | Negotiated Fee for Service             |                            |              |    |    |       |  |
| 130-10     | ACS Registered Behavior Technician                  | Per hour                                       | \$38.94                                |                            |              |    |    |       |  |
| 130-11     | Contracted Para Educator Level 1                    | Per hour                                       | Negotiated Fee for Service             |                            |              |    |    |       |  |
| 130-12     | Contracted Para Educator Level 2                    | Per hour                                       | Negotiated Fee for Service             |                            |              |    |    |       |  |
| <b>012</b> | <b>Information Technology</b>                       |                                                |                                        |                            |              |    |    |       |  |
|            | <b>General Consulting/Help Desk</b>                 |                                                |                                        |                            |              |    |    |       |  |
| 012-02     | Hourly On-Site                                      |                                                | \$60.00                                |                            |              |    |    |       |  |
| 012-03     | Hourly Off-Site                                     |                                                | \$50.00                                |                            |              |    |    |       |  |
| 012-11     | Advanced Consulting on Client's Site                | Per hour                                       | \$80.00                                |                            |              |    |    |       |  |
| 012-15     | Advanced Consulting off Client's Site               | Per hour                                       | \$70.00                                |                            |              |    |    |       |  |
| 012-04     | Specialized Consulting on Client's Site             | Per hour                                       | \$100.00                               |                            |              |    |    |       |  |
| 012-16     | Specialized Consulting off Client's Site            | Per hour                                       | \$90.00                                |                            |              |    |    |       |  |
| 012-10     | Individual Contracts for Large or On-Going Projects |                                                | Negotiated Fee for Service             |                            |              |    |    |       |  |
| 012-13     | Off Site ("send in") Computer Repair                | Per unit + parts (no charge for warranty work) | \$100.00                               |                            |              |    |    |       |  |
| 012-14     | Bench Fee for Labor Less than 30 Minutes            |                                                | \$50.00                                |                            |              |    |    |       |  |
| 012-05     | Data Transfer During Repair                         |                                                | \$50.00                                |                            |              |    |    |       |  |
|            | <b>Telecommunications Specialist Services</b>       |                                                |                                        |                            |              |    |    |       |  |
| 012-17     | Telecommunication Specialist Consulting Services    | Per hour                                       | \$75.00                                |                            |              |    |    |       |  |
| 012-18     | Systems Operations and Administration               |                                                | Negotiated Fee for Service             |                            |              |    |    |       |  |

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West Chester Area School District

|         |                                                                    |                           |                                                | Annual Cost             |      |    |    |       |  |
|---------|--------------------------------------------------------------------|---------------------------|------------------------------------------------|-------------------------|------|----|----|-------|--|
| Program | Service                                                            | Description               | Chester County Schools Pricing 2023-24         | Estimate (E) Actual (A) | Cost | DP | MP | Notes |  |
| 002     | <b>Innovative Educational Services</b>                             |                           |                                                |                         |      |    |    |       |  |
|         | <b>Technology Consulting</b>                                       |                           |                                                |                         |      |    |    |       |  |
| 02-26   | Help Desk Support Onsite                                           |                           | \$65.00                                        |                         |      |    |    |       |  |
| 02-27   | Help Desk Support Offsite                                          |                           | \$55.00                                        |                         |      |    |    |       |  |
| 02-28   | Network Systems Support on Client's Site                           | Per hour                  | \$85.00                                        |                         |      |    |    |       |  |
| 02-29   | Network Systems Support off Client's Site                          | Per hour                  | \$75.00                                        |                         |      |    |    |       |  |
| 02-30   | Network Systems Engineering on Client's Site                       | Per hour                  | \$105.00                                       |                         |      |    |    |       |  |
| 02-31   | Network Systems Engineering off Client's Site                      | Per hour                  | \$95.00                                        |                         |      |    |    |       |  |
| 02-47   | Web Page Development                                               | Per hour                  | \$80.00                                        |                         |      |    |    |       |  |
| 02-81   | IEP Writer Consortium                                              |                           | Based on # of Consortium Students              |                         |      |    |    |       |  |
| 02-58   | Database Development                                               | Per hour                  | \$85.00                                        |                         |      |    |    |       |  |
| 02-59   | Custom Reporting                                                   | Per hour                  | \$85.00                                        |                         |      |    |    |       |  |
| 02-61   | Customization and Support of Existing Database Systems             | Per hour                  | \$85.00                                        |                         |      |    |    |       |  |
| 02-93   | PIMS-Child Accounting/Data Governance                              | Per hour                  | \$85.00                                        |                         |      |    |    |       |  |
| 02-94   | Data Governance                                                    | Per hour                  | \$85.00                                        |                         |      |    |    |       |  |
| 02-46   | Network Architecture Onsite                                        |                           | \$125.00                                       |                         |      |    |    |       |  |
| 02-54   | Network Architecture Offsite                                       | Per hour                  | \$115.00                                       |                         |      |    |    |       |  |
| 02-95   | Enterprise Architecture Onsite                                     | Per hour                  | \$140.00                                       |                         |      |    |    |       |  |
| 02-96   | Enterprise Architecture Offsite                                    | Per hour                  | \$130.00                                       |                         |      |    |    |       |  |
| 02-97   | Technology Strategic Planning Consulting                           | Per hour                  | Negotiated Fee for Service                     |                         |      |    |    |       |  |
| 02-98   | Technology P.D. Facilitation, Leadership Consulting                | Per hour                  | Negotiated Fee for Service                     |                         |      |    |    |       |  |
|         | <b>Live Streaming Services</b>                                     |                           |                                                |                         |      |    |    |       |  |
| 02-36   | On-Site Support                                                    | Per hour per person       | \$200.00                                       |                         |      |    |    |       |  |
|         | <b>Teacher Center Services</b>                                     |                           |                                                |                         |      |    |    |       |  |
| 02-04   | Lamination                                                         | Per linear foot           | \$0.55                                         |                         |      |    |    |       |  |
|         | Lamination Requiring Double Pass                                   |                           | \$2.10                                         |                         |      |    |    |       |  |
| 02-79   | <b>Full-Color Poster Printing</b>                                  |                           |                                                |                         |      |    |    |       |  |
|         | Jumbo 28" x 40"                                                    |                           | \$5.35                                         |                         |      |    |    |       |  |
|         | Large 22" x 34"                                                    |                           | \$4.85                                         |                         |      |    |    |       |  |
|         | Posterboard 22" x 28"                                              |                           | \$4.60                                         |                         |      |    |    |       |  |
|         | Medium 17" x 22"                                                   |                           | \$4.35                                         |                         |      |    |    |       |  |
|         | Small 11" x 17"                                                    |                           | \$3.85                                         |                         |      |    |    |       |  |
|         | <i>Note: Mounted on Posterboard add \$.50; Laminated add \$.75</i> |                           |                                                |                         |      |    |    |       |  |
| 02-09   | All Other Production                                               | Per hour + materials      | \$15.50                                        |                         |      |    |    |       |  |
|         | <b>Hosted Services</b>                                             |                           |                                                |                         |      |    |    |       |  |
|         | Co-Location                                                        | Per backup unit per month | \$100 first unit,<br>\$30 each additional unit |                         |      |    |    |       |  |
|         | <b>Video Media Services</b>                                        |                           |                                                |                         |      |    |    |       |  |
|         | Discovery Education Streaming                                      | Per student               | \$2.15                                         |                         |      |    |    |       |  |
|         | <b>Video Production</b>                                            |                           |                                                |                         |      |    |    |       |  |
| 02-15   | Script Writing/Editing                                             | Per hour                  | \$75.00                                        |                         |      |    |    |       |  |
| 02-48   | Video Editing                                                      | Per hour                  | \$75.00                                        |                         |      |    |    |       |  |
| 02-16   | Computer Graphics and Animation                                    | Per hour                  | \$75.00                                        |                         |      |    |    |       |  |
| 02-17   | On Location Video Shoot                                            | Per hour                  | \$100.00                                       |                         |      |    |    |       |  |
| 02-34   | Video Digitizing and Compression                                   | Per hour                  | \$75.00                                        |                         |      |    |    |       |  |

# CHESTER COUNTY INTERMEDIATE UNIT

## Approved 2023-24 MARKETPLACE PROGRAMS PRICING

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### West Chester Area School District

| West Chester Area School District |                                                               |                                                               |                                        | Annual Cost             |              |    |    |       |
|-----------------------------------|---------------------------------------------------------------|---------------------------------------------------------------|----------------------------------------|-------------------------|--------------|----|----|-------|
| Program                           | Service                                                       | Description                                                   | Chester County Schools Pricing 2023-24 | Estimate (E) Actual (A) | Cost         | DP | MP | Notes |
| 002                               | Innovative Educational Services (Continued)                   |                                                               |                                        |                         |              |    |    |       |
|                                   | Online Curriculum/Technology Consulting                       |                                                               |                                        |                         |              |    |    |       |
| 02-74                             | Online Learning Solutions Instructional Design                | Per hour                                                      | \$150.00                               |                         |              |    |    |       |
| 02-82                             | Digital Resource Creation and Support                         | Per hour                                                      | \$150.00                               |                         |              |    |    |       |
|                                   | Curriculum/Technology Consulting                              |                                                               |                                        |                         |              |    |    |       |
| 01-04                             | Grant Writing and Development                                 |                                                               | \$150.00                               |                         |              |    |    |       |
| 194-01                            | Curriculum Audits and Reviews                                 |                                                               | \$150.00                               |                         |              |    |    |       |
| 194-02                            | Instructional Coaching                                        | Per hour                                                      | \$150.00                               |                         |              |    |    |       |
| 194-03                            | Conferences, Seminars, Workshops                              |                                                               | \$150.00                               |                         |              |    |    |       |
| 194-04                            | Program Implementation Support                                |                                                               | \$150.00                               |                         |              |    |    |       |
| 277                               | Instructional Coaching                                        |                                                               |                                        |                         |              |    |    |       |
| 277-03                            | Instructional Coaching                                        | Per hour                                                      | \$129.17                               |                         |              |    |    |       |
| 277-04                            | Fee for Service                                               |                                                               | Negotiated Fee for Service             |                         |              |    |    |       |
| 277-05                            | Executive Functioning - Coaching                              | Per hour                                                      | \$123.34                               |                         |              |    |    |       |
| 10                                | IU General Administration                                     |                                                               |                                        |                         |              |    |    |       |
| 10-01                             | Business Office/Accounting Services                           |                                                               | Negotiated Fee for Service             |                         |              |    |    |       |
| 11                                | Joint Purchasing Marketplace                                  |                                                               |                                        |                         |              |    |    |       |
| 11-03                             | Percentage of Award                                           |                                                               | No Charge                              |                         |              |    |    |       |
| 022                               | Management Consultation Service                               |                                                               |                                        |                         |              |    |    |       |
| 22-01                             | Management Consultation                                       |                                                               | Negotiated Fee for Service             |                         |              |    |    |       |
| 22-02                             | Superintendent Search                                         |                                                               | No Charge                              |                         |              |    |    |       |
| 079                               | Occupational Education                                        |                                                               |                                        |                         |              |    |    |       |
| 79-01                             | Secondary Occupational Education                              | Per full time secondary student                               | \$20,688.00                            | A                       | \$ 2,654,335 |    |    |       |
|                                   |                                                               | Per half time secondary student                               | \$10,344.00                            |                         |              |    |    |       |
|                                   |                                                               | Academic rate per FTE                                         | \$10,378.00                            |                         |              |    |    |       |
| 79-02                             | Nursery School Program (per month/per child charge)           | Per month per child charge                                    | \$33.00                                |                         |              |    |    |       |
| 79-04                             | Occupational Assessment Individual                            | Per 6 hours testing and/or counseling (includes \$25 app fee) | \$322.00                               |                         |              |    |    |       |
|                                   | Interest Inventory Only                                       | Interest inventory only                                       | \$84.00                                |                         |              |    |    |       |
| 79-05                             | Contracted Rate                                               | Per 6 hours of testing and/or counseling                      | \$279.00                               |                         |              |    |    |       |
| 79-33                             | Instruction in the Home                                       | Per hour                                                      | \$53.00                                |                         |              |    |    |       |
|                                   | ESL Services TCHS-PC (Individual)                             | Each                                                          | \$70.00                                |                         |              |    |    |       |
|                                   | CareerScope Assessment                                        |                                                               |                                        |                         |              |    |    |       |
| 79-50                             | Assessments for Students Attending the TCHS                   |                                                               | No Charge                              |                         |              |    |    |       |
| 79-51                             | Assessments for Individuals Not Attending the TCHS (two tier) | For up to 10 assessments                                      | \$251.00                               |                         |              |    |    |       |




# CHESTER COUNTY INTERMEDIATE UNIT

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### West Chester Area School District

| West Chester Area School District                           |                                                                                            |                                                             |                                        | Annual Cost                |              |    |                                                                                       |                    |
|-------------------------------------------------------------|--------------------------------------------------------------------------------------------|-------------------------------------------------------------|----------------------------------------|----------------------------|--------------|----|---------------------------------------------------------------------------------------|--------------------|
| Program                                                     | Service                                                                                    | Description                                                 | Chester County Schools Pricing 2023-24 | Estimate (E)<br>Actual (A) | Cost         | DP | MP                                                                                    | Notes              |
| 085 Practical Nursing                                       |                                                                                            |                                                             |                                        |                            |              |    |                                                                                       |                    |
| 85-01                                                       | Student Tuition                                                                            | Per hour of instruction                                     | \$13.12                                |                            |              |    |    |                    |
| 85-02                                                       | Individualized Health-Related Training                                                     | Per hour (dependent on intensity of curriculum development) | \$25-\$50                              |                            |              |    |                                                                                       |                    |
| 85-03                                                       | Continuing Education for Practicing LPN's                                                  | Per hour (dependent on intensity of curriculum development) | \$25-\$50                              |                            |              |    |                                                                                       |                    |
| 85-04                                                       | Registration Fee                                                                           | Per student/program                                         | \$350.00                               |                            |              |    |                                                                                       |                    |
| 85-05                                                       | Technology Fee                                                                             | Per student/level                                           | \$154.00                               |                            |              |    |                                                                                       |                    |
| 85-06                                                       | Malpractice Insurance                                                                      | Per student                                                 | \$50.00                                |                            |              |    |                                                                                       |                    |
| 85-07                                                       | Graduation Fee                                                                             | Per student/program                                         | \$200.00                               |                            |              |    |                                                                                       |                    |
| 85-09                                                       | Textbooks, Lab Kits, and Computer Programs                                                 | Current retail price                                        |                                        |                            |              |    |                                                                                       |                    |
| 85-10                                                       | Application Fee (includes entrance test fee)                                               | Per student/program                                         | \$75.00                                |                            |              |    |                                                                                       |                    |
| 85-11                                                       | Lab Fee                                                                                    | Per student/level                                           | \$125.00                               |                            |              |    |                                                                                       |                    |
| 038 Preschool Special Education Early Intervention Services |                                                                                            |                                                             |                                        |                            |              |    |                                                                                       |                    |
| 38-00                                                       | Preschool Services                                                                         |                                                             | Negotiated Fee for Service             |                            | \$261,000.00 |    |    |                    |
| 38-01                                                       | Tuition for Half Day Sessions for Non-Eligible Children to Attend Early Intervention Class | Per half day charge                                         | \$14.53                                |                            |              |    |                                                                                       |                    |
| 38-06                                                       | Speech Services/Case Mgmt (Individual)                                                     | Per hour                                                    | \$218.17                               |                            |              |    |                                                                                       |                    |
| 38-06.1                                                     | Speech Services/Case Mgmt (Individual) - Telepractice                                      | Per hour                                                    | \$218.17                               |                            |              |    |                                                                                       |                    |
| 38-07                                                       | Speech Services/Case Mgmt (Group)                                                          | Per hour                                                    | \$109.10                               |                            |              |    |                                                                                       |                    |
| 38-07.1                                                     | Speech Services/Case Mgmt (Group) - Telepractice                                           | Per hour                                                    | \$109.10                               |                            |              |    |                                                                                       |                    |
| 38-08                                                       | Itinerant Services/Case Mgmt (Individual)                                                  | Per hour                                                    | \$215.11                               |                            |              |    |                                                                                       |                    |
| 38-08.3                                                     | Itinerant Services/Case Mgmt (Individual) - Telepractice                                   | Per hour                                                    | \$215.11                               |                            |              |    |                                                                                       |                    |
| 38-09                                                       | Itinerant Services/Case Mgmt (Group)                                                       | Per hour                                                    | \$107.57                               |                            |              |    |                                                                                       |                    |
| 38-09.1                                                     | Itinerant Services/Case Mgmt (Group) - Telepractice                                        | Per hour                                                    | \$107.57                               |                            |              |    |                                                                                       |                    |
| 38-11                                                       | Developmental Screening/Evaluation                                                         | Per student                                                 | \$814.71                               |                            |              |    |                                                                                       |                    |
| 38-12                                                       | Speech/Language Screening/Evaluation                                                       | Per hour                                                    | Negotiated Fee for Service             |                            |              |    |                                                                                       |                    |
| 38-21                                                       | Evaluation Services                                                                        | Per eval                                                    | Negotiated Fee for Service             |                            |              |    |                                                                                       |                    |
| 38-14                                                       | Early Intervention - First Steps                                                           | Per student                                                 | \$27,985.08                            |                            |              |    |                                                                                       |                    |
| 38-18                                                       | Classroom Based - Full Day, Year Round                                                     | Per student                                                 | \$42,059.29                            |                            |              |    |                                                                                       |                    |
| 38-19                                                       | Classroom Based - Half Day, Year Round                                                     | Per student                                                 | \$14,720.74                            |                            |              |    |                                                                                       |                    |
| 38-20                                                       | Classroom Based - Half Day, Year Round 2 days per week                                     | Per student                                                 | \$7,360.39                             |                            |              |    |                                                                                       |                    |
| 38-22                                                       | LPN EI Services                                                                            | Per hour                                                    | Negotiated Fee for Service             |                            |              |    |                                                                                       |                    |
| 38-23                                                       | RN EI Services                                                                             | Per hour                                                    | Negotiated Fee for Service             |                            |              |    |                                                                                       |                    |
| Occupational Therapy                                        |                                                                                            |                                                             |                                        |                            |              |    |                                                                                       |                    |
| 38-25                                                       | Austill's Travel - EI                                                                      |                                                             | Negotiated Fee for Service             |                            |              |    |  | see services below |
| 38-26                                                       | OT (Individual)                                                                            | Per hour                                                    | \$90.02                                |                            |              |    |                                                                                       |                    |
| 38-26.2                                                     | OT (Individual) - Telepractice                                                             | Per hour                                                    | \$90.02                                |                            |              |    |                                                                                       |                    |
| 38-26.1                                                     | COTA (Individual)                                                                          | Per hour                                                    | \$77.10                                |                            |              |    |                                                                                       |                    |
| 38-27                                                       | OT (Group)                                                                                 | Per hour                                                    | \$44.86                                |                            |              |    |                                                                                       |                    |
| 38-27.2                                                     | OT (Group) - Telepractice                                                                  | Per hour                                                    | \$44.86                                |                            |              |    |                                                                                       |                    |
| 38-27.1                                                     | COTA (Group)                                                                               | Per hour                                                    | \$38.39                                |                            |              |    |                                                                                       |                    |

# CHESTER COUNTY INTERMEDIATE UNIT

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West Chester Area School District

|         |                                                                            |                                                                  |                                        | Annual Cost             |             |    |    |                    |  |
|---------|----------------------------------------------------------------------------|------------------------------------------------------------------|----------------------------------------|-------------------------|-------------|----|----|--------------------|--|
| Program | Service                                                                    | Description                                                      | Chester County Schools Pricing 2023-24 | Estimate (E) Actual (A) | Cost        | DP | MP | Notes              |  |
| 038     | <b>Preschool Special Education Early Intervention Services (Continued)</b> |                                                                  |                                        |                         |             |    |    |                    |  |
|         | <i>Physical Therapy</i>                                                    |                                                                  |                                        |                         |             |    |    |                    |  |
| 38-28   | PT (Individual)                                                            | Per hour                                                         | \$90.02                                |                         |             |    |    | see services below |  |
| 38-28.2 | PT (Individual) - Telepractice                                             | Per hour                                                         | \$90.02                                |                         |             |    |    |                    |  |
| 38-28.1 | PTA (Individual)                                                           | Per hour                                                         | \$77.10                                |                         |             |    |    |                    |  |
| 38-29   | PT (Group)                                                                 | Per hour                                                         | \$44.86                                |                         |             |    |    |                    |  |
| 38-29.2 | PT (Group) - Telepractice                                                  | Per hour                                                         | \$44.86                                |                         |             |    |    |                    |  |
| 38-29.1 | PTA (Group)                                                                | Per hour                                                         | \$42.22                                |                         |             |    |    |                    |  |
| 38-32   | Add'l Services Preschool K-5 Eligible Students                             |                                                                  | Negotiated Fee for Service             |                         |             |    |    |                    |  |
| 38-42   | District PCA Services (SA) - Preschool (K-5)                               | Per hour                                                         | Negotiated Fee for Service             |                         |             |    |    |                    |  |
| 111     | <b>Prison Education Program</b>                                            |                                                                  |                                        |                         |             |    |    |                    |  |
| 111-01  | Student Tuition                                                            | Per year                                                         | 1.5 times Host District's Tuition Rate |                         |             |    |    |                    |  |
| 184     | <b>Professional Learning</b>                                               |                                                                  |                                        |                         |             |    |    |                    |  |
| 184-01  | Continuing Professional Education Courses                                  | Per credit plus materials and/or site fees as printed in catalog | \$165.00 - \$205.00                    |                         |             |    |    |                    |  |
| 019     | <b>Public Relations Consultation</b>                                       |                                                                  |                                        |                         |             |    |    |                    |  |
| 19-01   | Public Relations Consultation                                              |                                                                  | Negotiated Fee for Service             |                         |             |    |    |                    |  |
| 19-02   | Duplication                                                                |                                                                  |                                        |                         |             |    |    |                    |  |
|         | Black & White Copying                                                      | Per copy single side                                             | \$0.14                                 |                         |             |    |    |                    |  |
|         |                                                                            | Per copy double side                                             | \$0.18                                 |                         |             |    |    |                    |  |
|         | Color Copying                                                              |                                                                  |                                        |                         |             |    |    |                    |  |
|         | 8 1/2 X 11 and 11 X 14 Regular Paper                                       | Per copy single side                                             | \$0.41                                 |                         |             |    |    |                    |  |
|         |                                                                            | Per copy double side                                             | \$0.62                                 |                         |             |    |    |                    |  |
|         | 8 1/2 X 11 and 11 X 14 Cover Stock                                         | Per copy single side                                             | \$0.44                                 |                         |             |    |    |                    |  |
|         |                                                                            | Per copy double side                                             | \$0.62                                 |                         |             |    |    |                    |  |
|         | 11 X 17 and 12 X 18 Bond Paper                                             | Per copy single side                                             | \$0.67 - \$3.51                        |                         |             |    |    |                    |  |
|         |                                                                            | Per copy double side                                             | \$0.87 - \$4.69                        |                         |             |    |    |                    |  |
| 19-03   | Folding, Binding                                                           | Per hour                                                         | \$21.30                                |                         |             |    |    |                    |  |
| 19-04   | Typesetting                                                                | Per hour (minimum \$25)                                          | \$26.70                                |                         |             |    |    |                    |  |
| 19-05   | Layout/Graphic Design (Desktop Publishing)                                 | Per hour + materials + printing                                  | \$53.42                                |                         |             |    |    |                    |  |
| 19-06   | Photography                                                                | Per hour plus travel time/film                                   | \$80.13                                |                         |             |    |    |                    |  |
| 19-07   | Web Design                                                                 | Per hour                                                         | \$66.69                                |                         |             |    |    |                    |  |
| 031     | <b>REACH/CARE</b>                                                          |                                                                  |                                        |                         |             |    |    |                    |  |
| 31-01   | REACH                                                                      | Per student per day                                              | \$311.13                               |                         | \$53,250.00 |    |    |                    |  |
| 31-01.2 | CARE                                                                       | Per student per day                                              | \$329.27                               |                         |             |    |    |                    |  |
| 31-02   | REACH Summer Program - ESY                                                 | Per student per day                                              | Negotiated Fee for Service             |                         |             |    |    |                    |  |
| 31-02.2 | CARE Summer Program - ESY                                                  | Per student per day                                              | Negotiated Fee for Service             |                         |             |    |    |                    |  |

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### West Chester Area School District

|         |         |             |                                        | Annual Cost             |      |    |    |       |  |
|---------|---------|-------------|----------------------------------------|-------------------------|------|----|----|-------|--|
| Program | Service | Description | Chester County Schools Pricing 2023-24 | Estimate (E) Actual (A) | Cost | DP | MP | Notes |  |

#### 037 School Based ACCESS Program

|         |                                                                |                 |         |  |            |  |  |  |  |
|---------|----------------------------------------------------------------|-----------------|---------|--|------------|--|--|--|--|
| 37-70   | ACCESS Billing                                                 | Per transaction | \$2.05  |  |            |  |  |  |  |
| 37-03.1 | MA Medical Authorizations by CRNP                              | Per IEP         | \$37.88 |  | \$3,201.00 |  |  |  |  |
| 37-03.2 | MA Medical Authorizations by Physician for PCA and AT Services | Per IEP         | \$33.97 |  |            |  |  |  |  |

#### 030 Special Education

##### Child Development Center (CDC) - Market Value Proportionate Share of Building Cost Plus:

|         |                                        |          |             |   |              |                                     |  |  |  |
|---------|----------------------------------------|----------|-------------|---|--------------|-------------------------------------|--|--|--|
| 30-01   | Learning Support Student               | Per year | \$33,250.45 | E | \$ 2,982,496 | <input checked="" type="checkbox"/> |  |  |  |
| 30-01.1 | Learning Support Student - 1/2 Time    | Per year | \$19,948.45 |   |              |                                     |  |  |  |
| 30-02   | Life Skills Support Student            | Per year | \$34,791.84 |   |              |                                     |  |  |  |
| 30-02.1 | Life Skills Support Student - 1/2 Time | Per year | \$20,875.09 |   |              |                                     |  |  |  |
| 30-03   | Multi-Disabilities Support Students    | Per year | \$42,994.48 |   |              |                                     |  |  |  |
| 30-03.1 | Autistic Support                       | Per year | \$41,985.72 |   |              |                                     |  |  |  |
| 30-3.3  | Autistic Support VB Class              | Per year | \$69,993.58 |   |              |                                     |  |  |  |
| 30-04   | Emotional Support Student              | Per year | \$46,649.92 |   |              |                                     |  |  |  |

##### Related Services for the Child Development Center:

##### Speech Session - CDC & Learning Center

|         |                                                   |          |            |  |  |  |  |  |  |
|---------|---------------------------------------------------|----------|------------|--|--|--|--|--|--|
| 30-05   | Speech (Individual) - CDC & LC                    | Per hour | \$182.55   |  |  |  |  |  |  |
| 30-05.1 | Speech (Individual) - CDC & LC - Telepractice     | Per hour | \$182.55   |  |  |  |  |  |  |
| 30-06   | Speech (Group) - CDC & LC                         | Per hour | \$91.27    |  |  |  |  |  |  |
| 30-06.1 | Speech (Group) - CDC & LC - Telepractice          | Per hour | \$91.27    |  |  |  |  |  |  |
| 30-06.2 | Speech (Consultation) - CDC & LC                  | Per hour | \$182.55   |  |  |  |  |  |  |
| 30-06.3 | Speech/Language Evaluation - CDC & LC             | Per day  | \$909.65   |  |  |  |  |  |  |
| 30-06.4 | Specialized Speech/Language Evaluation - CDC & LC | Per day  | \$1,259.62 |  |  |  |  |  |  |

##### Occupational Therapy - CDC & Learning Center

|         |                                           |          |                            |  |  |  |  |  |  |
|---------|-------------------------------------------|----------|----------------------------|--|--|--|--|--|--|
| 30-07   | Austill's Travel - CDC & LC               |          | Negotiated Fee for Service |  |  |  |  |  |  |
| 30-08   | OT (Individual) - CDC & LC                | Per hour | \$82.06                    |  |  |  |  |  |  |
| 30-08.2 | OT (Individual) - CDC & LC - Telepractice | Per hour | \$82.06                    |  |  |  |  |  |  |
| 30-08.1 | COTA Individual - CDC & LC                | Per hour | \$70.38                    |  |  |  |  |  |  |
| 30-09   | OT Group - CDC & LC                       | Per hour | \$42.93                    |  |  |  |  |  |  |
| 30-09.2 | OT (Group) - CDC & LC - Telepractice      | Per hour | \$42.93                    |  |  |  |  |  |  |
| 30-09.1 | COTA Group - CDC & LC                     | Per hour | \$36.84                    |  |  |  |  |  |  |

##### Physical Therapy - CDC

|         |                                           |          |         |  |  |  |  |  |  |
|---------|-------------------------------------------|----------|---------|--|--|--|--|--|--|
| 30-10   | PT (Individual) - CDC & LC                | Per hour | \$82.06 |  |  |  |  |  |  |
| 30-10.2 | PT (Individual) - CDC & LC - Telepractice | Per hour | \$82.06 |  |  |  |  |  |  |
| 30-10.1 | PT (Individual) - CDC & LC - PTA          | Per hour | \$70.38 |  |  |  |  |  |  |
| 30-11   | PT (Group) - CDC & LC                     | Per hour | \$42.93 |  |  |  |  |  |  |
| 30-11.2 | PT (Group) - CDC & LC - Telepractice      | Per hour | \$42.93 |  |  |  |  |  |  |
| 30-11.1 | PT (Group) - CDC & LC - PTA               | Per hour | \$36.84 |  |  |  |  |  |  |

##### CDC Other Programs

|         |                                      |          |          |  |  |  |  |  |  |
|---------|--------------------------------------|----------|----------|--|--|--|--|--|--|
| 30-12   | Hearing Therapy - CDC & LC           | Per hour | \$222.73 |  |  |  |  |  |  |
| 30-13   | Itinerant Vision Services - CDC & LC | Per hour | \$185.35 |  |  |  |  |  |  |
| 30-13.1 | Orientation & Mobility - CDC & LC    | Per hour | \$185.49 |  |  |  |  |  |  |

# CHESTER COUNTY INTERMEDIATE UNIT

## Approved 2023-24 MARKETPLACE PROGRAMS PRICING

Please check the column labeled DP if your district is **DEFINITELY** Participating

Please check the column labeled MP if your district **MAY** Participate during the year (no charges will be levied unless services are requested by the district)

West Chester Area School District

|          |                                                      |                |                                        | Annual Cost                |              |    |    |       |  |
|----------|------------------------------------------------------|----------------|----------------------------------------|----------------------------|--------------|----|----|-------|--|
| Program  | Service                                              | Description    | Chester County Schools Pricing 2023-24 | Estimate (E)<br>Actual (A) | Cost         | DP | MP | Notes |  |
| 030      | <b>Special Education(Continued)</b>                  |                |                                        |                            |              |    |    |       |  |
|          | <b>Related Services for Cross District Programs:</b> |                |                                        |                            |              |    |    |       |  |
|          | <b>Speech/Language Therapy Session per Week</b>      |                |                                        |                            |              |    |    |       |  |
| 30-23    | Speech (Individual)                                  | Per 1/2 hour   | \$91.27                                |                            |              |    |    |       |  |
| 30-23    | Speech (Individual)                                  | Per hour       | \$182.56                               |                            |              |    |    |       |  |
| 30-66.9  | Speech (Individual) - Telepractice                   | Per hour       | \$182.56                               |                            |              |    |    |       |  |
| 30-24    | Speech (Group)                                       | Per hour       | \$91.27                                |                            |              |    |    |       |  |
| 30-67.1  | Speech (Group) - Telepractice                        | Per hour       | \$91.27                                |                            |              |    |    |       |  |
| 30-24.6  | Speech Consultation                                  | Per hour       | \$182.56                               |                            |              |    |    |       |  |
|          | <b>Occupational Therapy</b>                          |                |                                        |                            |              |    |    |       |  |
| 30-26    | OT (Individual)                                      | Per hour       | \$73.93                                |                            |              |    |    |       |  |
| 30-26.4  | OT (Individual) - Telepractice                       | Per hour       | \$73.93                                |                            | \$96,856.00  |    |    |       |  |
| 30-26.1  | COTA (Individual)                                    | Per hour       | \$63.36                                |                            |              |    |    |       |  |
| 30-27    | OT (Group)                                           | Per hour       | \$36.96                                |                            |              |    |    |       |  |
| 30-27.2  | OT (Group) - Telepractice                            | Per hour       | \$36.96                                |                            |              |    |    |       |  |
| 30-27.1  | COTA (Group)                                         | Per hour       | \$36.96                                |                            |              |    |    |       |  |
| 30-25    | Austill's Travel                                     |                | Negotiated Fee for Service             |                            |              |    |    |       |  |
|          | <b>Physical Therapy</b>                              |                |                                        |                            |              |    |    |       |  |
| 30-28    | PT (Individual)                                      | Per hour       | \$73.93                                |                            |              |    |    |       |  |
| 30-28.4  | PT (Individual) - Telepractice                       | Per hour       | \$73.93                                |                            | \$96,856.00  |    |    |       |  |
| 30-28.1  | PTA (Individual)                                     | Per hour       | \$63.36                                |                            |              |    |    |       |  |
| 30-29    | PT (Group)                                           | Per hour       | \$36.96                                |                            |              |    |    |       |  |
| 30-29.1  | PTA (Group)                                          | Per hour       | \$31.75                                |                            |              |    |    |       |  |
| 30-29.2  | PT (Group) - Telepractice                            | Per hour       | \$36.96                                |                            |              |    |    |       |  |
|          | <b>Itinerant Services:</b>                           |                |                                        |                            |              |    |    |       |  |
| 30-30    | Itinerant Hearing Services                           | Per hour       | \$222.73                               |                            |              |    |    |       |  |
| 30-30.4  | Group Hearing Services                               | Per hour       | \$222.73                               |                            |              |    |    |       |  |
| 30-30.1  | Hearing Evaluation/Screening                         | Per hour       | \$222.73                               |                            |              |    |    |       |  |
| 30-30.2  | Contracted Hearing Services                          |                | Negotiated Fee for Service             |                            |              |    |    |       |  |
| 30-31    | Itinerant Vision Services                            | Per hour       | \$185.35                               |                            | \$660,690.00 |    |    |       |  |
| 30-31.1  | Orientation & Mobility                               | Per hour       | \$185.35                               |                            |              |    |    |       |  |
| 30-31.2  | Vision Service Evaluation/Screening                  | Per hour       | \$185.35                               |                            |              |    |    |       |  |
| 30-31.3  | Vision Service O&M Evaluation/Screening              | Per hour       | \$185.35                               |                            |              |    |    |       |  |
| 30-31.4  | Vision Assistive Technology Evaluation               | Per hour       | \$185.35                               |                            |              |    |    |       |  |
| 30-31.5  | Vision Service Purchase/Repair                       |                | Negotiated Fee for Service             |                            |              |    |    |       |  |
| 30-31.6  | Contracted Vision Services                           |                | Negotiated Fee for Service             |                            |              |    |    |       |  |
| 30-31.7  | Vision - Braille Transcription                       |                | Negotiated Fee for Service             |                            |              |    |    |       |  |
| 30-31.8  | Vision - Telepractice                                |                | Negotiated Fee for Service             |                            |              |    |    |       |  |
| 30-31.10 | Group Vision Service                                 | Per hour       | \$92.68                                |                            |              |    |    |       |  |
| 30-32    | Speech/Language Itinerant Teacher                    | Per position   | \$138,232.76                           |                            |              |    |    |       |  |
| 30-32.2  | Speech/Language Telepractice Teacher                 | Per position   | Negotiated Fee for Service             |                            |              |    |    |       |  |
| 30-66    | Speech/Language Evaluation                           | Per day        | \$909.65                               |                            |              |    |    |       |  |
| 30-66.1  | Bilingual Speech/Language Evaluation                 | Per evaluation | \$1,085.86                             |                            |              |    |    |       |  |

# CHESTER COUNTY INTERMEDIATE UNIT

## Approved 2023-24 MARKETPLACE PROGRAMS PRICING

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West Chester Area School District

|         |                                                                                |                             |                                        | Annual Cost             |              |    |    |       |  |
|---------|--------------------------------------------------------------------------------|-----------------------------|----------------------------------------|-------------------------|--------------|----|----|-------|--|
| Program | Service                                                                        | Description                 | Chester County Schools Pricing 2023-24 | Estimate (E) Actual (A) | Cost         | DP | MP | Notes |  |
| 030     | <b>Special Education (Continued)</b>                                           |                             |                                        |                         |              |    |    |       |  |
|         | <b>Itinerant Services:</b>                                                     |                             |                                        |                         |              |    |    |       |  |
| 30-66.2 | Specialized Speech/Language Evaluation                                         | Per evaluation              | \$1,259.62                             |                         |              |    |    |       |  |
| 30-66.3 | Other Speech/Language Services                                                 |                             | Negotiated Fee for Service             |                         |              |    |    |       |  |
| 30-66.4 | Speech Therapist Emergency Certified                                           | Long term                   | Negotiated Fee for Service             |                         |              |    |    |       |  |
| 30-66.5 | Speech Therapist Emergency Certified                                           | Per day (Less than 20 days) | \$305.04                               |                         |              |    |    |       |  |
| 30-66.6 | Feeding and Swallowing Services - Therapist                                    | Per hour                    | \$182.55                               |                         |              |    |    |       |  |
| 30-66.7 | Feeding and Swallowing Services - Assistant                                    | Per hour                    | \$45.71                                |                         |              |    |    |       |  |
| 30-66.8 | Speech Equipment Purchase/Repair                                               |                             | Negotiated Fee for Service             |                         |              |    |    |       |  |
| 30-67.1 | Speech (Group) - Telepractice                                                  | Per hour                    | \$182.56                               |                         |              |    |    |       |  |
| 30-67.2 | Speech (Consult) - Telepractice                                                | Per hour                    | \$69.69                                |                         |              |    |    |       |  |
| 30-33   | Instruction in the Home - Homebound                                            | Per hour                    | \$69.69                                |                         |              |    |    |       |  |
|         | <b>Cross District Programs (CDX)</b>                                           |                             |                                        |                         |              |    |    |       |  |
| 30-22   | Multiple Disabilities Support                                                  | Per student                 | \$44,846.85                            |                         |              |    |    |       |  |
|         | <b>Support Services:</b>                                                       |                             |                                        |                         |              |    |    |       |  |
| 30-35   | Psychologist (190 days)                                                        |                             | Negotiated Fee for Service             |                         |              |    |    |       |  |
| 30-35.1 | Psychologist (per diem)                                                        |                             | Negotiated Fee for Service             |                         | \$10,670.00  |    |    |       |  |
| 30-36   | Childhood Autism Team Check (Catch 2) Services                                 | Per hour                    | \$207.25                               |                         |              |    |    |       |  |
| 30-74   | <b>Psychological Counseling</b>                                                |                             |                                        |                         |              |    |    |       |  |
|         | Individual Student(s)                                                          |                             |                                        |                         |              |    |    |       |  |
|         | 30 Minute Session                                                              | Per half hour               | \$82.57                                |                         |              |    |    |       |  |
|         | Groups of Students                                                             |                             |                                        |                         |              |    |    |       |  |
|         | Group (2 or more)                                                              | Per half hour               | \$41.28                                |                         |              |    |    |       |  |
| 30-67   | Psychological Counseling - Hearing Impaired                                    | Per hour                    | Negotiated Fee for Service             |                         |              |    |    |       |  |
| 30-47   | Psychological Evaluation/Comprehensive Evaluation Report                       | Per day                     | Negotiated Fee for Service             |                         |              |    |    |       |  |
| 30-41   | Bilingual Psychological Evaluation (Spanish, Vietnamese, Mandarin and Chinese) |                             | Negotiated Fee for Service             |                         |              |    |    |       |  |
| 30-47.1 | Neuropsychological Evaluation                                                  |                             | Negotiated Fee for Service             |                         | \$10,670.00  |    |    |       |  |
| 30-47.2 | Risk Assessment Services                                                       |                             | Negotiated Fee for Service             |                         |              |    |    |       |  |
|         | <b>Instructional and Personal Care Assistants and Nurses:</b>                  |                             |                                        |                         |              |    |    |       |  |
| 30-40   | Personal Care Assistant - Other Locations                                      | Per hour                    | Negotiated Fee for Service             |                         |              |    |    |       |  |
| 30-42   | Personal Care Assistant - CDC                                                  | Per hour                    | Negotiated Fee for Service             |                         |              |    |    |       |  |
| 30-43   | Personal Care Nurse                                                            | Per hour                    | Negotiated Fee for Service             |                         | \$213,000.00 |    |    |       |  |
| 30-45   | Personal Care Nurse - Other Locations                                          | Per hour                    | Negotiated Fee for Service             |                         |              |    |    |       |  |
|         | <b>Interpreter for the Hearing Impaired</b>                                    |                             |                                        |                         |              |    |    |       |  |
| 30-46   | Individual (1 student)                                                         | Per hour                    | \$72.62                                |                         |              |    |    |       |  |
| 30-49   | Group                                                                          | Per hour per student        | \$36.24                                |                         |              |    |    |       |  |
| 30-76   | C-Print Services                                                               | Per hour per student        | \$72.62                                |                         |              |    |    |       |  |
| 30-77   | Reimbursable Travel                                                            | Per mile                    | Current IRS rates                      |                         |              |    |    |       |  |
| 30-78   | Communication Facilitation - Hearing Impaired                                  | Per hour                    | \$57.75                                |                         |              |    |    |       |  |
| 30-81   | Communication Facilitation/PCA - Hearing Impaired                              | Per hour                    | Negotiated Fee for Service             |                         |              |    |    |       |  |
| 30-82   | Hearing Interpreter Services                                                   | Per hour                    | Negotiated Fee for Service             |                         |              |    |    |       |  |
|         | <b>AIM Center</b>                                                              |                             |                                        |                         |              |    |    |       |  |
| 30-84   | Individualized Materials Modification                                          | Per hour                    | \$35.24                                |                         |              |    |    |       |  |

# CHESTER COUNTY INTERMEDIATE UNIT

## Approved 2023-24 MARKETPLACE PROGRAMS PRICING

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West Chester Area School District

|          |                                                                 |                            |                                                          | Annual Cost             |              |    |    |       |
|----------|-----------------------------------------------------------------|----------------------------|----------------------------------------------------------|-------------------------|--------------|----|----|-------|
| Program  | Service                                                         | Description                | Chester County Schools Pricing 2023-24                   | Estimate (E) Actual (A) | Cost         | DP | MP | Notes |
| 030      | <b>Special Education(Continued)</b>                             |                            |                                                          |                         |              |    |    |       |
|          | <b>Audiology</b>                                                |                            |                                                          |                         |              |    |    |       |
| 30-85    | Audiology Services                                              | Per hour                   | \$222.73                                                 |                         | \$147,250.00 |    |    |       |
| 30-86    | Audiology Evaluations                                           | Per evaluation             | \$506.63                                                 |                         |              |    |    |       |
| 30-87    | Audiology Staff Development                                     | Per half day session       | \$507.80                                                 |                         |              |    |    |       |
| 30-88    | Audiology Class Screenings                                      | Per class of 3-10 students | \$506.63                                                 |                         |              |    |    |       |
| 30-89    | Audiology Equipment Rental                                      | Per day                    | \$12.69                                                  |                         |              |    |    |       |
| 30-90    | Central Auditory Processing Assessment                          | Per hour                   | \$253.96                                                 |                         |              |    |    |       |
| 30-91    | Audiology Service Equipment Purchase/Repair                     |                            | Negotiated Fee for Service                               |                         |              |    |    |       |
|          | <b>Other Special Education Services</b>                         |                            |                                                          |                         |              |    |    |       |
| 30-37    | Contracted Personnel                                            |                            | Negotiated Fee for Service                               |                         | \$517,500.00 |    |    |       |
| 30-48.1  | 1306 Psychological Evaluations                                  | Per student                | \$1,594.41                                               |                         |              |    |    |       |
| 30-56    | Psychiatric Evaluations                                         | Per hour                   | Negotiated Fee for Service                               |                         |              |    |    |       |
| 30-57    | Transcript Typing                                               | Per page                   | \$6.55                                                   |                         |              |    |    |       |
|          | <b>Other Special Education Services</b>                         |                            |                                                          |                         |              |    |    |       |
| 30-59    | Special Education Teacher                                       |                            | Negotiated Fee for Service                               |                         |              |    |    |       |
| 30-60    | Special Education Aide                                          |                            | Negotiated Fee for Service                               |                         |              |    |    |       |
| 30-71    | Other Fee for Service                                           |                            | Negotiated Fee for Service                               |                         |              |    |    |       |
| 30-71.1  | Reading Specialist Services - Telepractice                      |                            | Negotiated Fee for Service                               |                         |              |    |    |       |
| 30-93    | School Based Mental Health                                      |                            | Negotiated Fee for Service                               |                         |              |    |    |       |
| 30-93.1  | School Based Mental Health - Telepractice                       |                            | Negotiated Fee for Service                               |                         |              |    |    |       |
| 30-94    | Executive Function                                              |                            | Negotiated Fee for Service                               |                         |              |    |    |       |
| 30-95    | Digital Library Assessment Consortium                           |                            | \$7.87                                                   |                         |              |    |    |       |
| 30-99    | Gifted Support - Itinerant                                      |                            | Negotiated Fee for Service                               |                         |              |    |    |       |
| 30-100   | Foreign Language Interpretation Services                        | Per hour                   | \$40.17                                                  |                         |              |    |    |       |
| 30-100.1 | Foreign Language Interpretation Services-Transperfect           |                            | \$0.96                                                   |                         |              |    |    |       |
| 30-100.2 | Foreign Language Interpretation Services Travel                 |                            | Current IRS rates                                        |                         |              |    |    |       |
| 30-100.3 | Foreign Language Interpretation Services - Telepractice         |                            | \$50.04                                                  |                         |              |    |    |       |
| 034      | <b>Special Education Transportation</b>                         |                            |                                                          |                         |              |    |    |       |
| 34-01    | Special Education Transportation                                |                            | Daily Rate of Vehicle/# of Student Days + 15% Admin Cost |                         |              |    |    |       |
|          | AccuWeather Snow Calling Service                                | Per year                   | \$700.00                                                 |                         |              |    |    |       |
| 014      | <b>Substitute Calling</b>                                       |                            |                                                          |                         |              |    |    |       |
| 14-03    | District Substitutes-Provided by Source4Teachers                |                            | District Rate + 29.9%                                    |                         |              |    |    |       |
| 14-08    | Processing Fee for Original Issuance of Emergency Certification |                            | Negotiated Fee for Service                               |                         |              |    |    |       |
| 14-09    | Processing Fee for Renewal of Emergency Certification           |                            | Negotiated Fee for Service                               |                         |              |    |    |       |
| 14-10    | Registration Fee for Teacher Temp Training                      |                            | Negotiated Fee for Service                               |                         |              |    |    |       |
| 070      | <b>Summer Career Academies</b>                                  |                            |                                                          |                         |              |    |    |       |
| 070-01   | Student Tuition                                                 | Per academy                | \$80-\$180                                               |                         |              |    |    |       |

# CHESTER COUNTY INTERMEDIATE UNIT

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West Chester Area School District

| West Chester Area School District |                                                    |                      |                                        | Annual Cost             |              |    |    |       |  |
|-----------------------------------|----------------------------------------------------|----------------------|----------------------------------------|-------------------------|--------------|----|----|-------|--|
| Program                           | Service                                            | Description          | Chester County Schools Pricing 2023-24 | Estimate (E) Actual (A) | Cost         | DP | MP | Notes |  |
| 208                               | TCHS - Special Education Programs                  |                      |                                        |                         |              |    |    |       |  |
| 208-03                            | Learning Support - Supplemental                    | Per year             | \$14,091.40                            |                         | \$674,400.00 |    |    |       |  |
| 208-04                            | Learning Support - Itinerant                       | Per student per year | \$3,919.47                             |                         |              |    |    |       |  |
| 208-10                            | Emotional Support - Itinerant                      | Per student per year | \$6,605.19                             |                         |              |    |    |       |  |
| 208-33                            | Instruction in the Home                            | Per hour             | \$69.69                                |                         |              |    |    |       |  |
| 208-39.1                          | Instructional Assistant (Full Day, 6.5 hours)      |                      | Negotiated Fee for Service             |                         |              |    |    |       |  |
| 208-39.2                          | Instructional Assistant (Hourly)                   |                      | Negotiated Fee for Service             |                         |              |    |    |       |  |
| 208-71                            | Other Fee for Service                              |                      | Negotiated Fee for Service             |                         |              |    |    |       |  |
|                                   | Social Work Counseling                             |                      |                                        |                         |              |    |    |       |  |
| 208-74                            | Individual Student(s)                              |                      |                                        |                         |              |    |    |       |  |
|                                   | 1 Hour Session                                     | Per hour             | \$165.13                               |                         |              |    |    |       |  |
|                                   | 30 Minute Session                                  | Per half hour        | \$82.57                                |                         |              |    |    |       |  |
| 208-74.1                          | Group                                              | Per half hour        | \$41.28                                |                         |              |    |    |       |  |
| 096                               | TEACH                                              |                      |                                        |                         |              |    |    |       |  |
| 96-01                             | TEACH                                              | Per student per day  | \$294.64                               |                         | \$106,500.00 |    |    |       |  |
| 96-02                             | TEACH Summer Program - ESY                         | Per student per day  | Negotiated Fee for Service             |                         |              |    |    |       |  |
| 228                               | Transitional Living Program                        |                      |                                        |                         |              |    |    |       |  |
| 228-01                            | Transitional Living Program                        | Per student annually | \$34,783.42                            |                         | \$218,600.00 |    |    |       |  |
| 228-71                            | Transitional Living Program Other Fee for Services |                      | Negotiated Fee for Service             |                         |              |    |    |       |  |
| 228-74                            | Counseling - Individual                            | Per hour             | \$165.13                               |                         |              |    |    |       |  |
| 228-74.1                          | Counseling - Group                                 | Per hour             | \$82.56                                |                         |              |    |    |       |  |
| 150                               | Transitional Work Program                          |                      |                                        |                         |              |    |    |       |  |
| 150-01                            | Tuition - Transitional Work Program                | Per student full day | \$126.77                               |                         | \$21,800.00  |    |    |       |  |
| 150-04                            | Other Services                                     |                      | Negotiated Fee for Service             |                         |              |    |    |       |  |
| 150-05                            | Case Management - Transitional Work Program        | Per student annually | \$11,733.54                            |                         |              |    |    |       |  |
| 150-74                            | Counseling - Individual                            | Per hour             | \$165.13                               |                         |              |    |    |       |  |
| 150-74.1                          | Counseling - Group                                 | Per hour             | \$82.56                                |                         |              |    |    |       |  |
| 293                               | Transitional Work Readiness Program                |                      |                                        |                         |              |    |    |       |  |
| 293-01                            | Tuition - Transitional Work Readiness Program      | Per student full day | \$33,636.22                            |                         |              |    |    |       |  |
| 293-74                            | Counseling - Individual                            | Per hour             | \$165.13                               |                         |              |    |    |       |  |
| 293-74.1                          | Counseling - Group                                 | Per hour             | \$82.56                                |                         |              |    |    |       |  |

CHESTER COUNTY INTERMEDIATE UNIT

Approved 2023-24 MARKETPLACE PROGRAMS PRICING

West Chester Area School District

|         |                                         |                   |                                        | Annual Cost                |      |    |    |       |
|---------|-----------------------------------------|-------------------|----------------------------------------|----------------------------|------|----|----|-------|
| Program | Service                                 | Description       | Chester County Schools Pricing 2023-24 | Estimate (E)<br>Actual (A) | Cost | DP | MP | Notes |
| 094     | Young Parents Child Care                |                   |                                        |                            |      |    |    |       |
| 94-01   | Tuition                                 | Per child per day | \$14.91                                |                            |      |    |    |       |
| 94-02   | Infant                                  | Per child per day | \$53.62                                |                            |      |    |    |       |
| 94-03   | Young Toddler                           | Per child per day | \$50.04                                |                            |      |    |    |       |
| 94-04   | Older Toddler                           | Per child per day | \$47.68                                |                            |      |    |    |       |
| 94-05   | Preschool Full Time                     | Per child per day | \$42.89                                |                            |      |    |    |       |
| 94-07   | Transportation (for student and infant) | Per day           | \$21.46                                |                            |      |    |    |       |

Please check the column labeled DP if your district is **DEFINITELY** Participating

Please check the column labeled MP if your district **MAY** Participate during the year (no charges will be levied unless services are requested by the district)



Signature

Title

Date

**AMENDMENT TO  
Gallagher Benefit Services, Inc.  
Consulting Agreement**

The Consulting Agreement (“Agreement”) by and between Gallagher Benefit Services, Inc. (“Gallagher”) and West Chester Area School District (“Client”), effective November 1, 2015, as amended on July 1, 2017 and on July 1, 2020, is hereby amended as set forth below.

Effective July 1, 2023:

**1. Section 2 – Term and Termination:**

The term of Gallagher’s engagement under this Agreement (the “Consulting Period”) will begin as of the Effective Date and will remain in effect for an additional four (4) from July 1, 2023 through June 30, 2027. The Consulting Period will be automatically extended for an additional year on each anniversary of the Effective Date. Either party may terminate this Agreement by giving the other party at least ninety (90) days written notice of its intent to terminate. In the event such termination is effective during the Consulting Period (including any renewed Consulting Period), Client shall be responsible for compensating Gallagher for any services performed prior to the date of termination and Gallagher shall be responsible to Client to continue to provide services until the date of termination of this Agreement.

**2. Section 3 – Compensation:**

As compensation for its services under this Agreement, Gallagher will receive carrier commissions and/or direct fees paid by the Client, as set forth in the Compensation Disclosure Statement attached hereto as Exhibit B. Additional information regarding Gallagher compensation can also be found in Exhibit B. Gallagher shall disclose the amount of commissions payable, if any, to it by each insurance company at the time it presents rates to Client. Client is responsible for payment of Gallagher’s fees (if applicable) within thirty (30) days of invoice receipt. Any amounts not paid when due will accrue interest at the rate of one percent (1%) per month or the highest rate permitted by applicable law, whichever is less. If any amount is not paid in full when due without a good faith basis to withhold, that nonpayment will constitute a material breach of this Agreement.

**3. Exhibit A – Scope of Services** is hereby modified by **adding** the following services:

**BENEFITS ADVOCATE CENTER (BAC) Standard Tier**

- Dedicated toll free 800 number and assigned email address for benefit inquiries
- Team of advocates will support with the following customer service issues:
  - Explain client benefits
  - Provider find
  - Resolve ID card problems
  - Claim resolution
  - Confirm eligibility
  - Enrollment questions
  - Navigating claims billing issues
  - Medicare questions
- Additional support
  - Multilingual support

- Mobile app feature
- Reporting
  - Monthly case and NPS (net promoter score) reporting
  - Hours 8am – 6pm local time zone

**Coordinate the Benefit Administration Services Provided By Client's Vendor, BusinessSolver ("BusinessSolver services")**

- Gather information and assist Client with accessing and using BusinessSolver Benefit Administration services.
- Serve as the primary liaison between Client and BusinessSolver for the BusinessSolver services.
- Gallagher shall coordinate the payment up to \$72,000 annually on behalf of the Client of all uncontested and properly documented fees associated with the BusinessSolver services as outlined in the contract between the Client and BusinessSolver from compensation received by Gallagher pursuant to this Agreement. Gallagher's payment obligation specified herein shall terminate upon: termination of this Agreement, termination of Client's contract with Businessolver, or termination of the Broker of Record status of Gallagher.
- Gallagher and the Client mutually agree that Gallagher shall not be liable for services provided by BusinessSolver.

**Retiree Administration Support Services, As Directed By Client\*:**

Assist Client, as plan sponsor, and its human resource staff to perform the administrative-only functions specified below concerning Client's Retiree health and welfare plan.

- Add or terminate a retiree or related dependent to a health & welfare plan and facilitate enrollment changes or termination via carrier portals upon receipt of written direction from Client;
- Respond to retiree eligibility related inquiries in connection with the activities described above.
- \*The Retiree Eligibility Support Services are based on Client's: (i) monthly review of carrier invoices to confirm that participants are accurately reflected in each premium statement; (ii) notification to Gallagher of any coverage discrepancies reflected against staff rosters and census information; and (iii) periodic reviews to ensure employee additions, terminations, and dependent changes are accounted for properly in the plan. Client bears responsibility for administration of its health and welfare plan and shall indemnify Gallagher from any and all third party claims or actions and hold Gallagher harmless from any and all direct claims or actions arising out of, or from, providing this service.

**NOTE:** Client acknowledges that eligibility decisions are in accordance with the Client's health and welfare plan under the Employee Retirement Income Security Act (ERISA), and Gallagher bears no responsibility for determining the retiree eligibility for participants under the Client's health and welfare plan. The services performed are considered administrative-only, to support the Client's management with communicating eligibility decisions on the Client's behalf to carriers, service providers, and other parties as identified by the Client. The Client assumes all responsibility for retiree eligibility decisions under ERISA, the Affordable Care Act (ACA), the Consolidated Omnibus Budget Reconciliation Act (COBRA), Section 125 of the Internal Revenue Code, or any other statutory or

regulatory provisions or employee benefits laws which govern oversight of health plan compliance.

4. ***Exhibit B - Compensation Disclosure Statement*** is hereby modified and restated as set forth in the attached.

All other terms and conditions of the Agreement shall remain in full force and effect.


IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed on the date first written above.

**Accepted by:**

**West Chester Area School District**

By: \_\_\_\_\_  
Name \_\_\_\_\_  
Title \_\_\_\_\_  
Date: \_\_\_\_\_

**Gallagher Benefit Services, Inc.**

By:  \_\_\_\_\_  
Name \_\_\_\_\_ Sophia Torielli  
Title \_\_\_\_\_ Area President  
Date: \_\_\_\_\_ June 6, 2023

## EXHIBIT B COMPENSATION DISCLOSURE STATEMENT

| Line of Coverage / Service                                                      | Company                 | Commission <sup>1&amp;2</sup>     | Third Party Compensation | Direct Client Fees <sup>3</sup>                                                                                                                                                                            | Effective Date   |
|---------------------------------------------------------------------------------|-------------------------|-----------------------------------|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| Consulting Services – Including Benefit Advocate Center (BAC) Standard Services | Gallagher               | n/a                               | n/a                      | 7/1/23-6/30/24:<br>\$12.08 PEPM<br>7/1/24-6/30/25:<br>\$12.08 PEPM + Act 1 Index<br>7/1/25-6/30/2026:<br>PEPM Fee ending 6/30/25 + Act 1 Index<br>7/1/26-6/30/27:<br>PEPM Fee ending 6/20/26 + Act 1 Index | 7/1/23 – 6/30/27 |
| Consulting Services - Retirement Benefit Administration                         | Gallagher               | n/a                               | n/a                      | \$4.50 per retiree per month                                                                                                                                                                               | 7/1/23 – 6/30/27 |
| Medical                                                                         | Independence Blue Cross | n/a                               | n/a                      | n/a                                                                                                                                                                                                        | 7/1/23           |
| Prescription                                                                    | CVS Caremark            | n/a                               | n/a                      | n/a                                                                                                                                                                                                        | 7/1/23           |
| Dental                                                                          | Delta Dental            | n/a                               | n/a                      | n/a                                                                                                                                                                                                        | 7/1/23           |
| Vision                                                                          | Coresource              | n/a                               | n/a                      | n/a                                                                                                                                                                                                        | 7/1/23           |
| Life & AD&D                                                                     | Cigna                   | n/a                               | n/a                      | n/a                                                                                                                                                                                                        | 7/1/23           |
| LTD                                                                             | Reliance                | n/a                               | n/a                      | n/a                                                                                                                                                                                                        | 7/1/23           |
| Business Travel Accident                                                        | Cigna                   | n/a                               | n/a                      | n/a                                                                                                                                                                                                        | 7/1/23           |
| Voluntary                                                                       | AFLAC                   | Critical Illness 19.5%<br>ACC 22% | n/a                      | n/a                                                                                                                                                                                                        | 7/1/23           |

It should also be noted that:

- Gallagher is not an affiliate of the insurer or vendor whose contract is recommended. This means the insurer or vendor whose contract is recommended does not directly or indirectly have the power to exercise a controlling influence over the management or policies of Gallagher.
- Gallagher's ability to recommend other insurance contracts or vendors is not limited by an agreement with any insurance carrier or vendor and Gallagher is effecting the transaction for applicable plan(s) in the ordinary course of Gallagher business. Thus, pertinent transaction(s) are at least as favorable to the applicable plan(s) as an arm's length transaction with an unrelated party.

<sup>1</sup> Commissions include all commissions/fees paid to Gallagher that are attributable to a contract or policy between a plan and an insurance company, or insurance service. This includes indirect fees that are paid to Gallagher paid by a third party, and includes, among other things, the payment of "finders' fees" or other fees to Gallagher for a transaction or service involving the plan.

<sup>2</sup> Gallagher may receive supplemental compensation from insurance carriers and vendors, normally calculated at the end of each calendar year, that are contingent on a number of factors including the overall number of employer plans represented, plan retention rates, and overall premium growth. Historically, supplemental compensation has ranged, on average, between 0-3% based on specific carrier programs. These plans have no effect on premiums. Further, Gallagher may receive non-cash compensation from plan vendors or service providers that are not in connection with any particular client. If you have any questions regarding direct or indirect compensation received by Gallagher, please contact your dedicated Gallagher advisor or refer to the [Gallagher Global Standards of Business Conduct](#).

<sup>3</sup> Direct Fees include compensation to Gallagher paid for directly by the plan sponsor/Client.

- Gallagher is not a trustee of the plan(s) and is neither the Plan Administrator of the plan(s), a Named Fiduciary of the plan(s), nor an employer which has employees in the plan(s).

**For Employers and Plan Sponsors Subject to ERISA:** This Disclosure Statement is being given to the Client (1) to make sure Client knows about Gallagher's and Gallagher affiliates' income before purchasing the insurance product and/or vendor services and (2) for plans subject to ERISA, to comply with the disclosure, acknowledgment and approval requirement of Prohibited Transaction Class Exemption No. 84-24<sup>4</sup>, which protects both Client and Gallagher<sup>5</sup>, and the disclosure requirements under ERISA §408(b)(2), as amended by Div. BB, Title II, §202 of the Consolidated Appropriations Act, 2021. Disclosure must be made to responsible plan fiduciary for the ERISA Plan(s), and Client acknowledges and confirms that this is a reasonable transaction in the best interest of participants in its ERISA Plan(s).

For more information on Gallagher's compensation arrangements, please visit [www.ajg.com/us/about-us/disclosures](http://www.ajg.com/us/about-us/disclosures). In the event a client wishes to register a formal complaint regarding compensation Gallagher receives, please send an email to [Compensation\\_Complaints@ajg.com](mailto:Compensation_Complaints@ajg.com).

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<sup>4</sup> Which allows an exemption from a prohibited transaction under Section 408(a) of the **Employee Retirement Income Security Act of 1974 (ERISA)**.

<sup>5</sup> In making these disclosures, no position is taken, nor is one to be inferred, regarding the use of assets of a plan subject to ERISA to purchase such insurance.

**West Chester Area School District  
Elementary School Price List 2023-24**

*\*\* Adult meals shown at 22-23 rates until approval of new amounts at August 2023 Board Meeting*

**Meal Pricing**

|                        |         |                           |         |
|------------------------|---------|---------------------------|---------|
| Student Paid Lunch     | \$ 2.85 | Student Reduced Breakfast | \$ -    |
| Student Paid Breakfast | \$ 1.50 | Student Reduced Lunch     | \$ -    |
| Adult Breakfast **     | \$ 2.15 | Adult Lunch **            | \$ 3.95 |

**A la Carte Pricing**

|                              |         |                               |         |
|------------------------------|---------|-------------------------------|---------|
| Bagel with Cream Cheese-WG   | \$ 2.00 | Fruit Snacks                  | \$ 1.00 |
| Bagel-WG                     | \$ 1.25 | Granola Bar-WG                | \$ 1.00 |
| Cereal-WG                    | \$ 1.25 | Ice Cream- Low Fat            | \$ 1.50 |
| Chips Small (1oz) -Baked WG  | \$ 1.05 | Ice Cream- Low Fat Cone       | \$ 2.00 |
| Cookie-WG                    | \$ 0.85 | Pop Tart- Single WG           | \$ 1.25 |
| Cream Cheese                 | \$ 0.75 | Pudding/Yogurt Parfait        | \$ 2.15 |
| Drink- Milk 8oz              | \$ 0.85 | Rice Krispie Treat-WG         | \$ 1.50 |
| Drink- Water 8oz             | \$ 0.75 | String Cheese                 | \$ 0.75 |
| Drink- Water 16oz            | \$ 1.15 | Veggie/Fruit Side- Salad/Side | \$ 0.80 |
| Egg- Hardboiled              | \$ 0.75 | Whole Wheat Soft Pretzel      | \$ 1.15 |
| Fruit- Fresh/Cup/Juice -4oz. | \$ 1.00 | Yogurt - 4 oz                 | \$ 1.00 |

**West Chester Area School District  
Middle School Price List 2023-24**

**Meal Pricing**

|                        |         |                           |         |
|------------------------|---------|---------------------------|---------|
| Student Paid Lunch     | \$ 3.10 | Student Reduced Breakfast | \$ -    |
| Student Paid Breakfast | \$ 1.75 | Student Reduced Lunch     | \$ -    |
| Adult Breakfast **     | \$ 2.15 | Adult Lunch **            | \$ 4.20 |

**A la Carte Pricing**

|                                  |         |                               |         |
|----------------------------------|---------|-------------------------------|---------|
| Bagel with Cream Cheese-WG       | \$ 2.00 | Fruit- Fresh/Cup/Juice -4oz.  | \$ 1.00 |
| Bagel-WG                         | \$ 1.25 | Fruit Snacks                  | \$ 1.00 |
| Benefit Bar- WG                  | \$ 1.50 | Granola Bar-WG                | \$ 1.00 |
| Cereal-WG                        | \$ 1.25 | Ice Cream- Low Fat            | \$ 1.50 |
| Chips Small (1oz) -Baked WG      | \$ 1.05 | Ice Cream- Low Fat Cone       | \$ 2.00 |
| Cookie-WG                        | \$ 0.85 | Muffin-WG                     | \$ 1.35 |
| Cream Cheese                     | \$ 0.75 | Pop Tart- Single WG           | \$ 1.25 |
| Drink- Capri Sun                 | \$ 1.50 | Pretzel- Soft/Whole Wheat     | \$ 1.15 |
| Drink- Izzie 100% Juice          | \$ 2.00 | Pudding/Yogurt Parfait        | \$ 2.15 |
| Drink- Milk 8oz                  | \$ 0.85 | Rice Krispie Treat-WG         | \$ 1.50 |
| Drink- Snapple - 16oz 100% Juice | \$ 1.95 | String Cheese                 | \$ 0.75 |
| Drink- Water 8oz                 | \$ 0.75 | Veggie/Fruit Side- Salad/Side | \$ 0.80 |
| Drink- Water 16oz                | \$ 1.15 | Yogurt - 4 oz                 | \$ 1.00 |
| Egg- Hardboiled                  | \$ 0.75 |                               |         |

**West Chester Area School District  
High School Price List 2023-24**

**Meal Pricing**

|                               |    |      |                    |    |      |
|-------------------------------|----|------|--------------------|----|------|
| Student Lunch Meal Bundle     | \$ | 3.50 | Adult Breakfast ** | \$ | 2.15 |
| Student Breakfast Meal Bundle | \$ | 2.00 | Adult Lunch **     | \$ | 4.25 |
| Premium Meal                  | \$ | 4.50 |                    |    |      |

**A la Carte Pricing**

|                                     |    |      |                               |    |      |
|-------------------------------------|----|------|-------------------------------|----|------|
| Bagel - Large                       | \$ | 1.75 | French Fries                  | \$ | 1.75 |
| Bagel - Lenders                     | \$ | 1.25 | Fruit Cup- Large              | \$ | 2.50 |
| Bagel w/ Cr. Cheese-Lenders         | \$ | 2.50 | Fruit- Fresh/Cup/Juice -4oz.  | \$ | 1.00 |
| Benefit Bar-WG                      | \$ | 1.50 | Fruit Snacks                  | \$ | 1.00 |
| Breakfast Sandwich w/ Meat Bundle   | \$ | 3.00 | Funnel Cake                   | \$ | 2.00 |
| Cereal                              | \$ | 1.25 | Granola Bar-WG                | \$ | 0.90 |
| Chips- Baked Large                  | \$ | 1.50 | Ice Cream- Low Fat            | \$ | 1.50 |
| Chips- Baked Small                  | \$ | 1.05 | Ice Cream- Low Fat Cone       | \$ | 2.00 |
| Coffee or Cappuccino 16oz           | \$ | 1.75 | Ice Cream- Hershey's Sundae   | \$ | 3.50 |
| Coffee- Iced                        | \$ | 2.00 | Muffin 2oz                    | \$ | 1.35 |
| Cookie                              | \$ | 1.25 | Muffin - Gourmet              | \$ | 2.50 |
| Cream Cheese                        | \$ | 0.75 | Pop Tart - Double             | \$ | 1.75 |
| Donut - Gourmet                     | \$ | 2.00 | Pretzel- Soft Pretzel Factory | \$ | 1.50 |
| Drink- Canned Beverage (e.g. Izzie) | \$ | 2.00 | Pudding/Yogurt Parfait        | \$ | 2.75 |
| Drink- Gatorade 12oz                | \$ | 2.25 | Rice Krispie Treat            | \$ | 1.50 |
| Drink- Life Water / Gatorade        | \$ | 2.75 | Smoothie- Fruit               | \$ | 3.50 |
| Drink- Sparkling Ice - 17oz         | \$ | 2.10 | String Cheese                 | \$ | 0.75 |
| Drink- Milk 8oz                     | \$ | 0.85 | Veggie Cup- Large             | \$ | 1.75 |
| Drink- Water-16 oz                  | \$ | 1.15 | Veggie/Fruit Side- Salad/Side | \$ | 0.80 |
| Drink- Wawa 16oz Teas               | \$ | 1.75 | Yogurt 4 oz                   | \$ | 1.00 |
| Drink- Wawa 16oz Milk               | \$ | 2.00 | Yogurt Greek 5.3 oz           | \$ | 1.95 |
| Egg- Hardboiled                     | \$ | 0.75 |                               |    |      |

## **Parking Lot Gate Agreement**

This PARKING LOT GATE AGREEMENT (as may be amended, modified or supplemented from time to time, this “Agreement”), is made this \_\_\_\_ day of \_\_\_\_\_, 2023 by and between WESTTOWN TOWNSHIP (“Township”), and WEST CHESTER AREA SCHOOL DISTRICT (“District”). The Township and District are collectively referred to herein as the “Parties”.

### **Background**

**WHEREAS**, pursuant to that certain easement agreement between the District and the Township, dated April 20, 2016 and recorded in the Office of the Recorder of Deeds of Chester County on May 3, 2016 in Book 9303 Page 1786 (the “Easement Agreement”), the District granted the Township an easement on, over and across, among other things, that parking lot adjacent to athletic fields as highlighted on *Exhibit A* attached hereto (the “Parking Lot”) located on that certain land located in Westtown Township, Chester County, Pennsylvania being part of UPI No. 67-5-6 (the “Property”);

**WHEREAS**, the District subsequently transferred the Property encompassing the Parking Lot to Rustin Walk Community Association, Inc. subject to the Easement Agreement; and

**WHEREAS**, the District has agreed to open and lock the gate that restricts and opens access to the Parking Lot (the “Gate”) and the Township has agreed to indemnify the District in relation to the same, subject to the terms and conditions of this Agreement.

**NOW, THEREFORE**, in consideration of the mutual promises contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and intending to be legally bound, the Parties hereby agree as follows:

### **Agreement**

**1. Incorporation of Background Recitals.** The foregoing background recitals are incorporated herein and by this reference are made a material part of this Agreement.

**2. Gate Access.** The District agrees, during each school year of Bayard Rustin High School (the “School”), to lock the Gate each week starting at 6:30 a.m. on Monday, or the first day of the School week if not Monday, and to unlock it every Friday, or the last day of the School week if not Friday, after the School dismisses its students for the day, and to not permit any School students, personnel, guests or invitees to access the Parking Lot during that time (collectively, the “Obligation”). The Gate lock shall be a combination lock purchased by the Township at its sole cost. Both Parties will know the combination lock code and the Township may share the combination lock code with others who need to access the Parking Lot, including but not limited to youth sports leagues, Westtown-East Goshen Police Department, Rustin Walk Community Association, Inc., and the Township’s public works department.

**3. Signs.** The District hereby grants the Township, at its option and sole cost, the right to construct, install, maintain, repair and replace multiple signs in various locations on

District Property along the driveway leading to the Parking Lot reading “Parking Lot Closed from Monday-Friday during School Year” or something to a similar effect (the “Signs”). The District hereby grants to the Township, its contractors and subcontractors, the right to enter upon the Property in order to construct, install, maintain, repair and replace the Signs. The Township shall provide the District at least fourteen (14) days’ prior notice of its election to install the Signs. The number of Signs, the content of the Signs, and their specific locations shall be mutually agreed upon by the Township and the District.

**4. Indemnification.** The Township agrees to indemnify and defend the District and its officers, directors, employees, agents, affiliates, successors, and permitted assigns (collectively, “Indemnified Party”) against any and all losses, damages, liabilities, deficiencies, claims, actions, judgments, settlements, interest, awards, penalties, or fines that are incurred by Indemnified Party (collectively, “Losses”), arising out of any third-party claim alleging: any bodily injury, death of any person, or damage to real or tangible personal property caused by the District’s Obligation. Notwithstanding anything to the contrary in this Agreement, the Township is not obligated to indemnify or defend Indemnified Party against any claim (whether direct or indirect) if such claim or corresponding Losses arise out of or result from Indemnified Party’s: (a) negligence or more culpable act or omission (including recklessness or willful misconduct); or (b) bad faith failure to comply with any of its obligations set forth in this Agreement.

**5. Amendment.** This Agreement may not be changed, modified, or amended, in whole or in part, except in writing, signed by all of the Parties.

**6. Governing Law; Venue.** This Agreement is governed by Pennsylvania law. Any dispute or claim arising out of this Agreement shall be subject to the jurisdiction and venue of the Court of Common Pleas of Chester County, Pennsylvania.

**7. Authority.** Each of the undersigned has the right and authority to execute this Agreement and to bind the Parties, respectively, to its terms.

**8. Headings.** The headings in this Agreement are for convenience of reference only and are not material.

**9. Ambiguities.** Each of the undersigned has participated in the drafting of this Agreement, and this Agreement shall not be construed against any Party as the drafter.

**10. Severability.** If any term of this Agreement shall to any extent be declared invalid or unenforceable, the remainder of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

**11. Notices.** All notices, requests, consents, claims, demands, waivers, and other communications hereunder shall be in writing and shall be deemed to have been given: (a) when delivered by hand; (b) when received by the addressee if sent by a nationally recognized overnight courier; or (c) on the third day after the date mailed, by certified or registered mail, return receipt requested, postage prepaid. Such communications must be sent to the respective parties at the following addresses (or at such other address for a party as shall be specified in a notice given in accordance with this Section 11):

Township: Westtown Township  
1039 Wilmington Pike  
West Chester, Pennsylvania 19382  
Attn: Township Manager

District: West Chester Area School District  
1181 McDermott Drive  
West Chester, Pennsylvania 19380  
Attn: Facilities & Operations Director

**12. Duration; Runs with the Land.** The Parties' respective rights and obligations hereunder shall be perpetual and shall continue in full force and effect forever, and shall be binding upon and inure to the benefit of the Parties and each of their respective successors, grantees and assigns. This Agreement and the benefits and burdens hereof shall run with the Property.

**13. Counterparts.** This Agreement may be executed in counterparts, each of which shall constitute an original, but all of which when taken together shall constitute one instrument. A signed copy of this Agreement delivered by facsimile, e-mail or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

**14. Integration Clause.** This Agreement is an integrated agreement containing all of the terms agreed upon by the Parties with respect to the subject matter of this Agreement. This Agreement supersedes all prior and contemporaneous oral or written statements, representations, and agreements concerning the subject matter of this Agreement, and it may not be amended except by a writing executed by all of the Parties.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the Parties hereby agree to and execute this Parking Lot Gate Agreement, intending it to be effective the day and year first above written.

WEST CHESTER AREA SCHOOL DISTRICT

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

WESTTOWN TOWNSHIP

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**EXHIBIT A**  
**Parking Lot**

See attached.



WEST CHESTER AREA SCHOOL DISTRICT

Policy Review Committee  
June 26, 2023  
Action Items

---

**Approval of Revised Policy 103 Discrimination/ Sexual Harassment Affecting Students, Second Reading**

Approval is requested of Revised Policy 103 Discrimination/ Sexual Harassment Affecting Students, Second Reading

*I so move.*

**Approval of Revised Policy 113.2 Behavior Intervention, Second Reading**

Approval is requested of Revised Policy 113.2 Behavior Intervention, Second Reading

*I so move.*

**Approval of Revised Policy 137 Home Education Programs, Second Reading**

Approval is requested of Revised Policy 137 Home Education Programs, Second Reading

*I so move.*

**Approval to Retire Administrative Guideline 137AG1 Home Education Programs Non-District Programs Guidelines, Second Reading**

Approval is requested to Retire Administrative Guideline 137AG1 Home Education Programs Non-District Programs Guidelines, Second Reading

*I so move.*

**Approval of Revised Policy 137.1 Extracurricular Participation by Home Education Students, Second Reading**

Approval is requested of Revised Policy 137.1 Extracurricular Participation by Home Education Students, Second Reading

*I so move.*

**Approval of New Policy 137.2 Participation in Cocurricular Activities and Academic Courses by Home Education Students, Second Reading**

Approval is requested of New Policy 137.2 Participation in Cocurricular Activities and Academic Courses by Home Education Students, Second Reading

*I so move.*

**Approval of New Administrative Guideline 137.2AG1 Participation in Cocurricular Activities and Academic Courses by Home Education Students Guidelines, Second Reading**

Approval is requested of New Administrative Guideline 137.2AG1 Participation in Cocurricular Activities and Academic Courses by Home Education Students Guidelines, Second Reading

*I so move.*

**Approval of New Policy 137.3 Participation in Career and Technical Education Programs by Home Education Students, Second Reading**

Approval is requested of New Policy 137.3 Participation in Career and Technical Education Programs by Home Education Students, Second Reading

*I so move.*

**Approval of Revised Policy 204 Attendance, Second Reading**

Approval is requested of Revised Policy 204 Attendance, Second Reading

*I so move.*

**Approval to Retire Administrative Guideline 204AG3: Attendance Guidelines – WC Cyber Program, Second Reading**

Approval is requested to Retire Administrative Guideline 204AG3: Attendance Guidelines – WC Cyber Program, Second Reading

*I so move.*

**Approval of Revised Policy 215 Promotion & Retention, Second Reading**

Approval is requested of Revised Policy 215 Promotion & Retention, Second Reading

*I so move.*

**Approval of Revised Administrative Guideline 218AG1 Student Discipline Guidelines, Second Reading**

Approval is requested of Revised Administrative Guideline 218AG1 Student Discipline Guidelines, Second Reading

*I so move.*

**Approval of Revised Policy 218.2 Terroristic Threats, Second Reading**

Approval is requested of Revised Policy 218.2 Terroristic Threats, Second Reading

*I so move.*

**Approval of Revised Policy 218.3 Student Integrity, Second Reading**

Approval is requested of Revised Policy 218.3 Student Integrity, Second Reading

*I so move.*

**Approval of Revised Policy 222 Smoking, Tobacco and Vaping Products, First Reading**

Approval is requested of Revised Policy 222 Smoking, Tobacco and Vaping Products, First Reading

*I so move.*

**Approval of Revised Policy 226 Search Procedures by Staff, First Reading**

Approval is requested of Revised Policy 226 Search Procedures by Staff, First Reading

*I so move.*

**Approval of Revised Policy 227 Controlled Substances/Paraphernalia, First Reading**

Approval is requested of Revised Policy 227 Controlled Substances/Paraphernalia, First Reading

*I so move.*

**Approval of Revised Policy 233 Suspension and Expulsion, First Reading**

Approval is requested of Revised Policy 233 Suspension and Expulsion, First Reading

*I so move.*

**Approval of Revised Policy 247 Hazing, First Reading**

Approval is requested of Revised Policy 247 Hazing, First Reading

*I so move.*

**Approval of Revised Policy 249 Bullying/Cyberbullying, First Reading**

Approval is requested of Revised Policy 249 Bullying/Cyberbullying, First Reading

*I so move.*

**Approval of Revised Policy 810 Student Transportation, First Reading**

Approval is requested of Revised Policy 810, Student Transportation, First Reading

*I so move.*

**Approval of Revised Policy 810.2 Transportation Audio/Video Recording, First Reading**

Approval is requested of Revised Policy 810.2 Transportation Audio/Video Recording, First Reading

*I so move.*

**Approval of Revised Policy 810.3 Bus Conduct, First Reading**

Approval is requested of Revised Policy 810.3 Bus Conduct, First Reading

*I so move.*

**Approval of Revised Policy 907 School Visitors, First Reading**

Approval is requested of Revised Policy 907 School Visitors, First Reading

*I so move.*

**WEST CHESTER AREA SCHOOL DISTRICT**  
**Policy Review Committee**

**Policy Review Committee Meeting Minutes**

**June 20, 2023**

**Spellman Education Center Board Room**

**Start: 5:33 pm – Finish: 6:19 pm**

**Attending Committee Members:**

☒ Karen Fleming (chair) ☒ Gary Bevilacqua ☒ Laura Detre ☒ Stacey Whomsley

**Other Board Members:**

☒ Joyce Chester ☒ Alex Christy ☒ Daryl Durnell ☒ Karen Herrmann ☒ Sue Tiernan

**Administration:**

☒ Kalia Reynolds ☒ Wayne Birster ☐ Melissa Kleiman ☐ Justin Matys ☒ Sara Missett  
☐ Cheryl Newton-Woods ☒ John Scully ☐ Jeff Ulmer ☒ Michael Wagman

**Public Comment:**

| Name         |  | Agenda Item |
|--------------|--|-------------|
| Judi DiFonzo |  | Policies    |

**Items on Agenda**

- Approval of May 15, 2023 Minutes
- Review and Approval of Revised Policy 222 Smoking, Tobacco and Vaping Products-Students
- Review and Approval of Revised Policy 226 Search Procedures by Staff
- Review and Approval of Revised Policy 227 Controlled Substances/Paraphernalia
- Review and Approval of Revised Policy 233 Suspension and Expulsion
- Review of Administrative Guideline 233AG1: Suspension and Expulsion
- Review and Approval of Revised Policy 247 Hazing
- Review and Approval of Revised Policy 249 Bullying/Cyberbullying
- Review and Approval of Revised Policy 810 Student Transportation
- Review and Approval of Revised Policy 810.2 Transportation Audio/Video Recording
- Review and Approval of Revised Policy 810.3 Bus Conduct
- Review of Revised Administrative Guideline 810.3AG1 Bus Conduct Guidelines
- Review of Revised Administrative Guideline 814AG1 Copyright Material
- Review and Approval of Revised Policy 907 School Visitors
- Review of revised Administrative Guideline 907AG1 Guidelines for Classroom, Program or Service Observations
- Review of revised Administrative Guideline 907AG2: Visitor Observation Form

- Review of revised Administrative Guideline 810AG1 Student Transportation Emergency Safety Procedures
- Review of revised Administrative Guideline 810AG2 Bus Driver's Responsibility
- Review of revised Administrative Guideline 810AG3 Child Care Transportation Management
- Review of revised Administrative Guideline 810.3AG2 Student Bus Conduct Guidelines for Bus Drivers and Principals

#### **Policy Review Committee Actions/Outcomes**

| <b>Agenda Item</b>                                                           | <b>Vote</b> |
|------------------------------------------------------------------------------|-------------|
| Approval of May 15, 2023 Minutes                                             | <b>4-0</b>  |
| Approval of Revised Policy 222 Smoking, Tobacco and Vaping Products-Students | <b>4-0</b>  |
| Approval of Revised Policy 226 Search Procedures by Staff                    | <b>4-0</b>  |
| Approval of Revised Policy 227 Controlled Substances/Paraphernalia           | <b>4-0</b>  |
| Approval of Revised Policy 233 Suspension and Expulsion                      | <b>4-0</b>  |
| Approval of Revised Policy 247 Hazing                                        | <b>4-0</b>  |
| Approval of Revised Policy 249 Bullying/Cyberbullying                        | <b>4-0</b>  |
| Approval of Revised Policy 810 Student Transportation                        | <b>4-0</b>  |
| Approval of Revised Policy 810.2 Transportation Audio/Video Recording        | <b>4-0</b>  |
| Approval of Revised Policy 810.3 Bus Conduct                                 | <b>4-0</b>  |
| Approval of Revised Policy 907 School Visitors                               | <b>4-0</b>  |

Next Meeting: **August 21, 2023**

#### **June Board Consent Agenda items (1<sup>st</sup> reading approved by Board on May 24, 2023):**

- Revised Policy 103 Discrimination/Sexual Harassment Affecting Students
- Revised Policy 113.2 Behavior Intervention
- Revised Policy 137 Home Education Programs
- Retire Administrative Guideline 137AG1 Home Education Programs Non-District Programs Guidelines
- Revised Policy 137.1 Extracurricular Participation by Home Education Students
- New Policy 137.2 Participation in Cocurricular Activities and Academic Courses by Home Education Students
- New Administrative Guideline 137.2AG1 Participation in Cocurricular Activities and Academic Courses by Home Education Students Guidelines
- New Policy 137.3 Participation in Career and Technical Education Programs by Home Education Students
- Revised Policy 204 Attendance
- Retire Administrative Guideline 204AG3: Attendance Guidelines – WC Cyber Program
- Revised Policy 215 Promotion & Retention

- Revised Administrative Guideline 218AG1 Student Discipline Guidelines
- Revised Policy 218.2 Terroristic Threats
- Revised Policy 218.3 Student Integrity



|                     |                                                              |
|---------------------|--------------------------------------------------------------|
| Book                | Policy Manual                                                |
| Section             | 100 Programs                                                 |
| Title               | Discrimination/Title IX Sexual Harassment Affecting Students |
| Code                | 103                                                          |
| Status              | Second Reading                                               |
| Adopted             | August 1, 2015                                               |
| Last Revised        | November 22, 2021                                            |
| Prior Revised Dates | 3/25/2019; 9/29/2020; 4/26/2021                              |

### **Authority**

The Board declares it to be the policy of this district to provide an equal opportunity for all students to achieve their maximum potential through the programs and activities offered in the schools without discrimination on the basis of race, color, age, creed, religion, sex, sexual orientation, gender identity, ancestry, national origin, marital status, pregnancy or handicap/disability.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#)[\[8\]](#)[\[9\]](#)[\[10\]](#)[\[11\]](#)[\[12\]](#)[\[13\]](#)[\[14\]](#)[\[15\]](#)[\[16\]](#)[\[17\]](#)

The Board also declares it to be the policy of this district to comply with federal law and regulations under Title IX prohibiting sexual harassment, which is a form of unlawful discrimination on the basis of sex. Such discrimination shall be referred to throughout this policy as Title IX sexual harassment. Inquiries regarding the application of Title IX to the district may be referred to the Title IX Coordinator, to the Assistant Secretary for Civil Rights of the U.S. Department of Education, or both.

The district is committed to the maintenance of a safe, positive learning environment for all students that is free from discrimination. Discrimination is inconsistent with the rights of students and the educational and programmatic goals of the district and is prohibited on school property, and at or, in the course of, district-sponsored programs or activities, including on any conveyance providing transportation to or from school or school-sponsored activities.

Violations of this policy, including acts of retaliation as described in this policy, or knowingly providing false information, may result in disciplinary consequences under applicable Board policy and procedures.[\[18\]](#)[\[19\]](#)[\[20\]](#)[\[21\]](#)

The Board directs that the foregoing statement of Board policy be included in each student and staff handbook, and that this policy and related administrative guidelines be posted to the district's website.

The Board requires a notice stating that the district does not discriminate in any manner, including Title IX sexual harassment, in any district education program or activity, to be issued to all students, parents/guardians, employment applicants, employees and all unions or professional organizations holding collective bargaining or professional agreements with the district. All discrimination notices and information shall include the title, office address, telephone number and email address of the individual(s) designated as the Compliance Officer and Title IX Coordinator.

### Reports of Title IX Sexual Harassment and Other Discrimination and Retaliation

The Board encourages students and third parties who believe they or others have been subject to Title IX sexual harassment, other discrimination or retaliation to promptly report such incidents to the building principal. A person who is not an intended victim or target of discrimination but is adversely affected by the offensive conduct may file a report of discrimination.

The student's parents/guardians or any other person with knowledge of conduct that may violate this policy is encouraged to immediately report the matter to the building principal.

A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the building principal, as well as properly making any mandatory police or child protective services reports required by law.[22]

If the building principal is the subject of a complaint, the student, third party or a reporting employee shall report the incident directly to the Title IX Coordinator.

The complainant or the individual making the report may use the Discrimination/Sexual Harassment/Retaliation Report Form (103AG1) for purposes of reporting an incident or incidents in writing; however, verbal reports of an incident or incidents shall be accepted, documented and the procedures of this policy and the relevant administrative guidelines followed.

The building principal shall promptly notify the Title IX Coordinator of all reports of discrimination, Title IX sexual harassment or retaliation. The Title IX Coordinator shall promptly contact the complainant regarding the report to gather additional information as necessary, and to discuss the availability of supportive measures. The Title IX Coordinator shall consider the complainant's wishes with respect to supportive measures.

The Title IX Coordinator shall conduct an assessment to determine whether the reported circumstances are most appropriately addressed through the Discrimination Complaint Procedures prescribed in Administrative Guideline 103AG2, or if the reported circumstances meet the definition of Title IX sexual harassment and are most appropriately addressed through the Title IX Sexual Harassment Procedures and Grievance Process for Formal Complaints in Administrative Guideline 103AG3, or other Board policies.

### Disciplinary Procedures When Reports Allege Title IX Sexual Harassment

When a report alleges Title IX sexual harassment, disciplinary sanctions may not be imposed until the completion of the grievance process for formal complaints outlined in 103AG3. The district shall presume that the respondent is not responsible for the alleged conduct until a determination has been made at the completion of the grievance process for formal complaints.

When an emergency removal, as described in 103AG3, is warranted to address an immediate threat to the physical health or safety of an individual, and it is not feasible to continue educational services remotely or in an alternative setting, the normal procedures for suspension and expulsion shall be conducted to accomplish the removal, including specific provisions to address a student with a disability where applicable.[18][20][23][24]

When an emergency removal is not required, disciplinary sanctions shall be considered in the course of the Title IX grievance process for formal complaints. Following the issuance of the written determination and any applicable appeal, any disciplinary action specified in the written determination or appeal decision shall be implemented in accordance with the normal procedures for suspensions, expulsions or other disciplinary actions, including specific provisions to address a student with a disability where applicable.[18][19][20][23]

### Discipline/Placement of Student Convicted or Adjudicated of Sexual Assault

Upon notification of a conviction or adjudication of a student in this district for sexual assault against another student enrolled in this district, the district shall comply with the disciplinary or placement requirements established by state law and Board policy.[25][26]

### Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a report and the investigation related to any form of discrimination or retaliation, including Title IX sexual harassment, shall be handled in accordance with applicable law, regulations, this policy, administrative guidelines, and the district's legal and investigative obligations.[27][28][29][30][31]

### Retaliation

The Board prohibits retaliation by the district or any other person against any person for:[30]

1. Reporting or making a formal complaint of any form of discrimination or retaliation, including Title IX sexual harassment.
2. Testifying, assisting, participating or refusing to participate in a related investigation process or other proceeding or hearing.
3. Acting in opposition to practices the person reasonably believes to be discriminatory.

The district, its employees and others are prohibited from intimidating, threatening, coercing, or discriminating against anyone for actions described above. Individuals are encouraged to contact the Title IX Coordinator immediately if retaliation is believed to have occurred.

### Definitions

**Complainant** shall mean an individual who is alleged to be the victim.

**Respondent** shall mean an individual alleged to be the perpetrator of the discriminatory or harassing conduct.

### Discrimination

**Discrimination** shall mean to treat individuals differently, or to harass or victimize based on a protected classification including race, color, age, creed, religion, sex, sexual orientation, gender identity, ancestry, national origin, marital status, pregnancy, or handicap/disability.

**Harassment** is a form of discrimination based on protected classification listed in this policy, consisting of unwelcome conduct such as graphic, written, electronic, verbal or nonverbal acts including offensive jokes, slurs, epithets and name-calling, ridicule or mockery, insults or put-downs, offensive objects or pictures, physical assaults or threats, intimidation, or other conduct that may be harmful or humiliating or interfere with a person's school or school-related performance and when such conduct is:

1. Sufficiently severe, persistent or pervasive; and
2. A reasonable person in the complainant's position would find that it creates an intimidating, threatening or abusive educational environment such that it deprives or adversely interferes with or limits an individual or group of the ability to participate in or benefit from the services, activities or opportunities offered by a school.

### Definitions Related to Title IX Sexual Harassment

**Formal complaint** shall mean a document filed by a complainant or signed by the Title IX Coordinator alleging Title IX sexual harassment and requesting that the district investigate the allegation under the grievance process for formal complaints. The authority for the Title IX Coordinator to sign a formal complaint does not make the Title IX Coordinator a party in the grievance process for formal complaints. The phrase "document filed by a complainant" refers to a document or electronic submission that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint.[29][32]

**Supportive measures** shall mean nondisciplinary, nonpunitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed.[\[32\]](#)

**Supportive measures** shall be designed to restore or preserve equal access to the educational program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the educational environment, or to deter sexual harassment. Supportive measures may include, but are not limited to:[\[32\]](#)

1. Counseling.
2. Extensions of deadlines or other course-related adjustments.
3. Modifications of class schedules.
4. Campus escort services.
5. Mutual restrictions on contact between the parties.
6. Increased security.
7. Monitoring of certain areas of the campus.
8. Assistance from domestic violence or rape crisis programs.
9. Assistance from community health resources including counseling resources.

**Supportive measures** may also include, when in accordance with applicable law, regulation or Board policy, assessments or evaluations to determine eligibility for special education or related services, or the need to review an Individualized Education Program (IEP) or Section 504 Service Agreement based on a student's behavior.[\[17\]\[18\]\[23\]\[24\]\[33\]](#)

**Title IX sexual harassment** means conduct on the basis of sex that satisfies one or more of the following:[\[32\]](#)

1. A district employee conditioning the provision of an aid, benefit, or district service on an individual's participation in unwelcome sexual conduct, commonly referred to as *quid pro quo sexual harassment*.
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive and objectively offensive that it effectively denies a person equal access to a district education program or activity.
3. Sexual assault, dating violence, domestic violence or stalking.
  - a. **Dating violence** means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship is determined by the following factors:[\[34\]](#)
    - i. Length of relationship.
    - ii. Type of relationship.
    - iii. Frequency of interaction between the persons involved in the relationship.
  - b. **Domestic violence** includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving federal funding, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.[\[34\]](#)

- c. **Sexual assault** means a sexual offense under state or federal law that is classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.[35]
- d. **Stalking**, under Title IX means stalking on the basis of sex, for example when the stalker desires to date a victim. Stalking means to engage in a course of conduct directed at a specific person that would cause a reasonable person to either:[34]
  - i. Fear for their safety or the safety of others.
  - ii. Suffer substantial emotional distress.

Such conduct must have taken place during a district education program or activity and against a person in the United States to qualify as sexual harassment under Title IX. An **education program or activity** includes the locations, events or circumstances over which the district exercises substantial control over both the respondent and the context in which the harassment occurs. Title IX applies to all of a district's education programs or activities, whether such programs or activities occur on-campus or off-campus.[28][29][32]

### **Delegation of Responsibility**

In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the Director of Human Resources or designee as the district's Compliance Officer and the Director of Equity and Assessment or designee as the district's Title IX Coordinator.[36]

The Compliance Officer can be contacted at:

Address: 782 Springdale Drive, Exton PA 19341  
 Email: [complianceofficer@wcasd.net](mailto:complianceofficer@wcasd.net)  
 Phone: 484-266-1006

The Title IX Coordinator can be contacted at:

Address: 782 Springdale Drive, Exton PA 19341  
 Email: [titleIXcoordinator@wcasd.net](mailto:titleIXcoordinator@wcasd.net)  
 Phone: 484-266-1201 **1000**

The Compliance Officer and Title IX Coordinator shall fulfill designated responsibilities to ensure adequate nondiscrimination procedures are in place, to recommend new procedures or modifications to procedures and to monitor the implementation of the district's nondiscrimination procedures in the following areas as appropriate:

1. Curriculum and Materials - Review of curriculum guides, textbooks and supplemental materials for discriminatory bias.
2. Training - Provide training for students and staff to prevent, identify and alleviate problems of discrimination.
3. Resources - Maintain and provide information to staff on resources available to complainants in addition to the school complaint procedure or Title IX procedures, such as making reports to the police, available supportive measures such as assistance from domestic violence or rape crisis programs and community health resources including counseling resources.
4. Student Access - Review of programs, activities and practices to ensure that all students have equal access and are not segregated except when permissible by law or regulation.
5. District Support - Assure that like aspects of the school programs and activities receive like support as to staffing and compensation, facilities, equipment, and related areas.[37]
6. Student Evaluation - Review of assessments, procedures, and guidance and counseling materials for stereotyping and discrimination.

7. Reports/Formal Complaints - Monitor and provide technical assistance to individuals involved in managing informal reports and formal complaints.

### **Guidelines**

#### Title IX Sexual Harassment Training Requirements

The Compliance Officer and Title IX Coordinator, investigator(s), decision-maker(s), or any individual designated to facilitate an informal resolution process related to Title IX sexual harassment shall receive training, as required or appropriate to their specific role.

All training materials shall promote impartial investigations and adjudications of formal complaints of Title IX sexual harassment without relying on sex stereotypes.

All training materials shall be posted on the district's website.

#### Disciplinary Consequences

A student who is determined to be responsible for violation of this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include but is not limited to: [18][19][20]

1. Loss of school privileges.
2. Permanent transfer to another school building, classroom or school bus.
3. Exclusion from school-sponsored activities.
4. Detention.
5. Suspension.
6. Expulsion.
7. Referral to law enforcement officials.

An employee who violates this policy shall be subject to appropriate disciplinary action consistent with the applicable Board policy, collective bargaining agreement and individual contract, up to and including dismissal and/or referral to law enforcement officials.[21][38]

#### Reports of Discrimination

Any reports of discrimination that are reviewed by the Title IX Coordinator and do not meet the definition of Title IX sexual harassment but are based on race, color, age, creed, religion, sex, sexual orientation, gender identity, ancestry, national origin, marital status, pregnancy or handicap/disability shall follow the Discrimination Complaint Procedures in Administrative Guideline 103AG2.

#### Reports of Title IX Sexual Harassment

Any reports deemed by the Title IX Coordinator to meet the definition of sexual harassment under Title IX shall follow the Title IX Sexual Harassment Procedures and Grievance Process for Formal Complaints in Administrative Guideline 103AG3.

#### Other Reports

Any reports reviewed by the Title IX Coordinator which do not meet the definition of Title IX sexual harassment or discrimination of a protected class will be processed under the relevant Board policy.

#### Right to Alternative Complaint Procedure

Nothing in this policy shall deny the right of any individual to pursue other avenues of recourse to address concerns relating to prohibited harassment including initiating civil action, filing a complaint with outside agencies or seeking redress under state or federal law.

## Legal

- [1. 22 PA Code 12.1](#)
- [2. 22 PA Code 12.4](#)
- [3. 22 PA Code 15.1 et seq](#)
- [4. 22 PA Code 4.4](#)
- [5. 24 P.S. 1301](#)
- [6. 24 P.S. 1310](#)
- [7. 24 P.S. 1601-C et seq](#)
- [8. 24 P.S. 5004](#)
- [9. 43 P.S. 951 et seq](#)
- [10. 20 U.S.C. 1681 et seq](#)
- [11. 34 CFR Part 106](#)
- [12. 29 U.S.C. 794](#)
- [13. 42 U.S.C. 12101 et seq](#)
- [14. 42 U.S.C. 1981 et seq](#)
- [15. 42 U.S.C. 2000d et seq](#)
- [16. U.S. Const. Amend. XIV, Equal Protection Clause](#)
17. Pol. 103.1
18. Pol. 113.1
19. Pol. 218
20. Pol. 233
21. Pol. 317
22. Pol. 806
23. Pol. 113.2
24. Pol. 113.3
25. Pol. 218.4
- [26. 24 P.S. 1318.1](#)
- [27. 20 U.S.C. 1232g](#)
- [28. 34 CFR 106.44](#)
- [29. 34 CFR 106.45](#)
- [30. 34 CFR 106.71](#)
- [31. 34 CFR Part 99](#)
- [32. 34 CFR 106.30](#)
33. Pol. 113
- [34. 34 U.S.C. 12291](#)
- [35. 20 U.S.C. 1092](#)
- [36. 34 CFR 106.8](#)
37. Pol. 150
38. Pol. 317.1
- [18 Pa. C.S.A. 2709](#)

[20 U.S.C. 1400 et seq](#)

[28 CFR Part 35](#)

[28 CFR Part 41](#)

[34 CFR Part 100](#)

[34 CFR Part 104](#)

[34 CFR Part 110](#)

[U.S. Const. Amend. I](#)

Bostock v. Clayton County, 590 U.S., 140 S. Ct. 1731 (2020)

Davis v. Monroe County Board of Education, 526 U.S. 629 (1999)

Franklin v. Gwinnett County Public Schools, 503 U.S. 60 (1992)

Gebser v. Lago Vista Independent School District, 524 U.S. 274 (1998)

[Office for Civil Rights - Resources for Addressing Racial Harassment](#)

Pol. 122

Pol. 123

Pol. 138

Pol. 216

Pol. 220

Pol. 247

Pol. 249

Pol. 251

Pol. 252

Pol. 320

Pol. 352

Pol. 701



|               |                       |
|---------------|-----------------------|
| Book          | Policy Manual         |
| Section       | 100 Programs          |
| Title         | Behavior Intervention |
| Code          | 113.2                 |
| Status        | Second Reading        |
| Adopted       | August 1, 2015        |
| Last Revised  | February 22, 2021     |
| Last Reviewed | August 24, 2015       |

### **Purpose**

Students with disabilities shall be educated in the least restrictive environment (LRE) in accordance with their Individualized Education Program (IEP), and shall only be placed in settings other than the regular education class when the nature or severity of the student's disability is such that education in the regular education class with the use of appropriate supplementary aids and services cannot be achieved satisfactorily and cannot meet the needs of the student. The IEP team for a student with a disability shall develop a Positive Behavior Support Plan if the student requires specific intervention to address behavior that interferes with learning. The identification, evaluation, and plan or program shall be conducted and implemented in accordance with state and federal laws and regulations.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)

### **Authority**

The Board directs that the district's behavior support programs shall be based on positive rather than negative behavior techniques to ensure that students shall be free from demeaning treatment and unreasonable use of restraints or other aversive techniques. The use of restraints shall be considered a measure of last resort and shall only be used after other less restrictive measures, including de-escalation techniques. Behavior support programs and plans shall be based on a functional behavioral assessment and shall include a variety of research-based techniques to develop and maintain skills that will enhance students' opportunity for learning and self-fulfillment.[\[1\]](#)[\[3\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#)[\[8\]](#)[\[9\]](#)[\[10\]](#)[\[11\]](#)

### **Definitions**

The following terms shall have these meanings, unless the context clearly indicates otherwise.[\[1\]](#)

**Aversive techniques** - deliberate activities designed to establish a negative association with a specific behavior.

**Behavior support** - development, change and maintenance of selected behaviors through the systematic application of behavior change techniques.

**Positive Behavior Support Plan or Behavior Intervention Plan** - plan for students with disabilities who require specific intervention to address behavior that interferes with learning. A Positive Behavior Support Plan shall be developed by the IEP team, be based on a functional behavioral assessment, and

become part of the individual student's IEP. These plans must include methods that use positive reinforcements, other positive techniques and related services required to assist a student with a disability to benefit from special education.

**Positive techniques** - methods that utilize positive reinforcement to shape a student's behavior, ranging from the use of positive verbal statements as a reward for good behaviors to specific tangible rewards.

**Restraints** - application of physical force, with or without the use of any device, designed to restrain free movement of a student's body, excluding the following:

1. Briefly holding a student, without force, to calm or comfort the student.
2. Guiding a student to an appropriate activity.
3. Holding a student's hand to escort the student safely from one area to another.
4. Hand-over-hand assistance with feeding or task completion.
5. Techniques prescribed by a qualified medical professional for reasons of safety or for therapeutic or medical treatment, as agreed to by the student's parents/guardians and specified in the IEP.
6. Mechanical restraints governed by this policy, such as devices used for physical or occupational therapy, seatbelts in wheelchairs or on toilets used for balance and safety, safety harnesses in buses, and functional positioning devices.

**Seclusion** - confinement of a student in a room, with or without staff supervision in the same room at all times, in order to provide a safe environment to allow the student to regain self-control.

**Students with disabilities** - school-aged children within the jurisdiction of the district who have been evaluated and found to have one or more disabilities as defined by law, and who require, because of such disabilities, special education and related services.[9]

### **Delegation of Responsibility**

The Superintendent or designee shall ensure that this Board policy is implemented in accordance with federal and state laws and regulations.

The Superintendent or designee shall develop administrative ~~regulations~~ **guidelines** to implement this policy.

The Superintendent or designee shall provide regular training and retraining of staff in the use of specific procedures, methods and techniques, including de-escalation techniques, emergency responses, restraints and seclusions, that will be used to implement positive behavior supports or interventions in accordance with students' IEPs, Positive Behavior Support Plans and Board policy.[1]

The Superintendent or designee shall maintain and report data on the use of restraints, as required. Such report shall be readily available for review during the state's cyclical compliance monitoring. Procedures shall be established requiring reports to be made to the district by entities educating students with disabilities who attend programs or classes outside the district, including private schools, agencies, intermediate units and career and technical schools.[1]

### **Guidelines**

Development of a separate Positive Behavior Support Plan is not required when appropriate positive behavioral interventions, strategies and supports can be incorporated into a student's IEP.[1][5]

When an intervention is necessary to address problem behavior, the positive techniques and types of intervention chosen for a student shall be the least intrusive necessary.

### **Physical Restraints**

Restraints to control acute or episodic aggressive behavior may be used only when the student is acting in a manner that presents a clear and present danger to the student, other students or employees, and only when less restrictive measures and techniques have proven to be or are less effective.[1]

The ~~Director~~ **Supervisor** of Special Education or designee shall notify the parent/guardian as soon as practicable of the use of restraints to control the aggressive behavior of the student and shall convene a meeting of the IEP team within ten (10) school days of the use of restraints, unless the parent/guardian, after written notice, agrees in writing to waive the meeting. At this meeting, the IEP team shall consider whether the student needs a functional behavioral assessment, re-evaluation, a new or revised Positive Behavior Support Plan, or a change of placement to address the inappropriate behavior.[1]

The use of restraints shall not be included in the IEP for the convenience of staff, as a substitute for an educational program, or employed as punishment. Restraints may be included in an IEP with parental consent only if: [1]

1. The restraint is used with specific component elements of a Positive Behavior Support Plan.
2. The restraint is used in conjunction with teaching socially appropriate alternative skills or behaviors.
3. Staff are authorized to use the restraint and have received appropriate training.
4. Positive Behavior Support Plan includes efforts to eliminate the use of restraints.

#### Mechanical Restraints

Mechanical restraints, which are used to control involuntary movement or lack of muscular control of a student when due to organic causes or conditions, may be employed only when specified by an IEP and as determined by a medical professional qualified to make the determination, and as agreed to by the student's parents/guardians.[1]

Mechanical restraints shall prevent a student from injuring the student or others, or promote normative body positioning and physical functioning.

#### Seclusion

The district permits involuntary seclusion of a student for a limited period of time in accordance with the student's IEP or in an emergency to prevent immediate or imminent injury to the student or others, but the seclusion must be the least restrictive alternative. District staff shall provide continuous supervision of students in seclusion, which need not always involve presence of staff within the same room **as agreed to by student's parent/guardian. Parent/guardian shall be notified of a seclusion as soon as practical.**

The district prohibits the seclusion of students in locked rooms, locked boxes and other structures or spaces from which the student cannot readily exit.[1]

#### Aversive Techniques

The following aversive techniques of handling behavior are considered inappropriate and shall not be used in educational programs:[1]

1. Corporal punishment.
2. Punishment for a manifestation of a student's disability.
3. Locked rooms, locked boxes, other locked structures or spaces from which the student cannot readily exit.
4. Noxious substances.
5. Deprivation of basic human rights, such as withholding meals, water or fresh air.

6. Suspensions constituting a pattern as defined in state regulations. [\[12\]](#)
7. Treatment of a demeaning nature.
8. Electric shock.
9. Methods implemented by untrained personnel.
10. Prone restraints, which are restraints by which a student is held face down on the floor.

#### Referral to Law Enforcement

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents committed on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity by a student with a disability, including a student for whom an evaluation is pending, to the local police department that has jurisdiction over the school's property, in accordance with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies. The Superintendent or designee shall respond to such incidents in accordance with the district's Special Education Plan and, if applicable, the procedures, methods and techniques defined in the student's Positive Behavior Support Plan. [\[1\]](#)[\[6\]](#)[\[9\]](#)[\[10\]](#)[\[13\]](#)[\[14\]](#)[\[15\]](#)[\[16\]](#)[\[17\]](#)[\[18\]](#)[\[19\]](#)[\[20\]](#)[\[21\]](#)[\[22\]](#)[\[23\]](#)[\[24\]](#)[\[25\]](#)[\[26\]](#)[\[27\]](#)

For a student with a disability who has a Positive Behavior Support Plan at the time of referral, subsequent to notification to law enforcement, the district shall convene the student's IEP team and an updated functional behavioral assessment and Positive Behavior Support Plan shall be required. [\[1\]](#)[\[11\]](#)[\[17\]](#)

If, as a result of such referral, the student is detained or otherwise placed in a residential setting located outside the district, the Director of Special Education or designee shall ensure that the responsible school district or intermediate unit is informed of the need to update the student's functional behavioral assessment and Positive Behavior Support Plan. [\[1\]](#)

For a student with a disability who does not have a Positive Behavior Support Plan, subsequent to notification to law enforcement, the district shall convene the student's IEP team to consider whether a Positive Behavior Support Plan should be developed to address the student's behavior, in accordance with law, regulations and Board policy. [\[1\]](#)[\[17\]](#)

#### Relations With Law Enforcement

The district shall provide a copy of its administrative ~~regulations~~ **guidelines** and procedures for behavior support, developed in accordance with the Special Education Plan, to each local police department that has jurisdiction over school property. Updated copies shall be provided each time the administrative ~~regulations~~ **guidelines** and procedures for behavior support are revised by the district. [\[9\]](#)[\[17\]](#)[\[19\]](#)[\[27\]](#)

The district shall invite representatives of each local police department that has jurisdiction over school property to participate in district training on the use of positive behavior supports, de-escalation techniques and appropriate responses to student behavior that may require intervention, as included in the district's Special Education Plan and positive behavior support program. [\[1\]](#)[\[9\]](#)[\[17\]](#)[\[19\]](#)[\[27\]](#)

#### Legal

- [1. 22 PA Code 14.133](#)
- [2. 22 PA Code 14.145](#)
- [3. 20 U.S.C. 1414](#)
- [4. 34 CFR 300.114](#)
- [5. 34 CFR 300.324](#)
- [6. 20 U.S.C. 1415](#)

[7. 34 CFR 300.34](#)

[8. 34 CFR 300.530](#)

9. Pol. 113

10. Pol. 113.1

11. Pol. 113.3

[12. 22 PA Code 14.143](#)

[13. 24 P.S. 1302.1-A](#)

[14. 22 PA Code 10.2](#)

[15. 22 PA Code 10.21](#)

[16. 22 PA Code 10.22](#)

[17. 22 PA Code 10.23](#)

[18. 22 PA Code 10.25](#)

[19. 22 PA Code 14.104](#)

[20. 34 CFR 300.535](#)

21. Pol. 103.1

22. Pol. 218

23. Pol. 218.1

24. Pol. 218.2

25. Pol. 222

26. Pol. 227

27. Pol. 805.1

[24 P.S. 1303-A](#)

[20 U.S.C. 1400 et seq](#)

[34 CFR Part 300](#)

[Pennsylvania Training and Technical Assistance Network, Question and Answer Compendium, January 2020](#)



|              |                         |
|--------------|-------------------------|
| Book         | Policy Manual           |
| Section      | 100 Programs            |
| Title        | Home Education Programs |
| Code         | 137                     |
| Status       | Second Reading          |
| Adopted      | August 1, 2015          |
| Last Revised | October 25, 2022        |

### **Authority**

~~Home education programs for students of compulsory school age residing in the school district shall be conducted in accordance with state law and regulations.~~[\[1\]](#)[\[2\]](#)[\[3\]](#)

### **Definitions**

~~**Appropriate Education** – a program consisting of instruction in the required subjects for the time required by law and in which the student demonstrates sustained progress in the overall program.~~[\[2\]](#)

~~**Hearing Examiner** – shall not be an officer, employee, or agent of the Department of Education or of the school district or intermediate unit of residence of the child in the home education program.~~

~~**Home Education Program** – a program conducted in compliance with law by the parent/guardian or person having legal custody of a child. A home education program shall not be considered a nonpublic school under the provisions of law.~~

~~**Supervisor** – the parent/guardian or person having legal custody of a child who is responsible for providing instruction, provided that such person has a high school diploma or its equivalent.~~

### **Delegation of Responsibility**

~~-~~

~~The Superintendent or designee shall develop and distribute administrative guidelines for registering and monitoring home education programs.~~

### **Guidelines**

#### **Affidavits**

~~Prior to commencement of the home education program and annually thereafter on August 1, the parent/guardian or person having legal custody of the child shall file a notarized affidavit with the Superintendent or designee setting forth the information required by law. An unsworn declaration made~~

~~under penalty of perjury may be submitted when compliant with and permitted by law. The document shall set forth:~~ [\[2\]](#)

- ~~1. Name of the supervisor of the home education program who will be responsible for the provision of instruction.~~
- ~~2. Name and age of each child who will participate in the home education program.~~
- ~~3. Address and telephone number of the home education program site.~~
- ~~4. That subjects required by law are offered in the English language, including an outline of proposed education objectives by subject area.~~
- ~~5. Evidence that the child has been immunized and has received the health and medical services required for students of the child's age or grade level.~~ [\[4\]](#)[\[5\]](#)
- ~~6. Certification signed by the supervisor that the supervisor, all adults in the home, and persons having legal custody of a child in the home education program have not been convicted of criminal offenses as enumerated in the School Code.~~ [\[6\]](#)
- ~~7. That the home education program shall comply with the provisions of Section 1327.1, 24 P.S. §13-1327.1.~~ [\[2\]](#)

### Transfers

~~If a home education program is relocating to another Pennsylvania school district, the supervisor must request from the Superintendent or designee a letter of transfer for the home education program. The request must be made by registered mail thirty (30) days prior to relocation.~~ [\[2\]](#)

~~The Superintendent or designee shall issue the letter of transfer within thirty (30) days after receipt of the supervisor's registered mail request.~~ [\[2\]](#)

~~The supervisor shall file the letter of transfer with the superintendent of the new district of residence.~~ [\[2\]](#)

~~If a home education program is out of compliance, the Superintendent or designee shall inform the home education supervisor and superintendent of the new district of residence of this status and the reason for denial of the transfer letter.~~ [\[2\]](#)

~~If a home education program is in hearing procedures, the Superintendent or designee shall inform the home education supervisor, hearing examiner and superintendent of the new district of residence of this status and the reason for denial of the transfer letter.~~ [\[2\]](#)

~~If the Superintendent or designee is informed of pending proceedings related to a home education program relocating to the district, s/he shall continue the home education program until the appeal process is finalized.~~ [\[2\]](#)

### Instructional Program

~~The instructional program for home education students shall include such courses as required by law.~~ [\[2\]](#)

### Appropriate Education/Compliance Determination

~~A home education evaluator shall certify that an appropriate education is occurring in the home education program. The supervisor shall submit the certification to the Superintendent or designee by June 30 of each year. If the supervisor fails to submit the certification, the Superintendent or designee~~

shall send a letter to the supervisor notifying the supervisor that s/he has ten (10) days to submit the certification.[\[2\]](#)

If the Superintendent or designee has a reasonable belief at any time during the school year that appropriate education may not be occurring in the home education program, s/he may submit a letter to the supervisor requiring an evaluation be conducted and that an evaluator's certification stating that an appropriate education is occurring be submitted to the district by the supervisor within thirty (30) days. The letter shall include the basis for the Superintendent's or designee's reasonable belief.[\[2\]](#)

If the Superintendent or designee has a reasonable belief that the home education program is out of compliance with the School Code requirements, s/he shall submit a letter to the supervisor requiring a certification be submitted within thirty (30) days indicating the program is in compliance. The letter shall include the basis for the Superintendent's or designee's reasonable belief.[\[2\]](#)

As required by law, all letters shall be sent by certified mail, return receipt requested, and the time for submission of the requested documentation begins upon receipt of the letter.[\[2\]](#)

### Hearing(s)

If the supervisor fails to submit a certification as required, the Board shall provide a hearing by a qualified and impartial hearing examiner within thirty (30) days.[\[2\]](#)

If the hearing examiner finds that an appropriate education is not taking place in the home education program, the home education program will be determined out of compliance; and the student will be promptly enrolled in a district school, a nonpublic school or a licensed private academic school.[\[2\]](#)

### Appeal

The supervisor or Superintendent may appeal the decision of the hearing examiner to the Secretary of Education, Commonwealth Court or Court of Common Pleas. The home education program may continue during the appeals process.[\[2\]](#)

### Loan of Instructional Materials

The district shall, at the request of the supervisor, lend to the home education program copies of the school's planned courses, textbooks, and other curriculum materials appropriate to the student's academic level.[\[2\]](#)

### Student Portfolio and Evaluations

For each student participating in the home education program, the supervisor shall:[\[2\]](#)

1. Maintain a portfolio of records and materials as set forth in the School Code;
2. Provide an annual written evaluation of the student's educational progress by a home education evaluator as set forth in the School Code;

### Requirements of Supervisor

In order to demonstrate that appropriate education is occurring, the supervisor shall provide and maintain on file for each student enrolled in the home education program a portfolio of records and materials.[\[2\]](#)

The portfolio shall consist of a log, made contemporaneously with the instruction, that designates by title the reading materials used; samples of any writings; worksheets, workbooks or creative materials used or developed by the student; and in grades three, five and eight results of nationally-normed

~~standardized achievement tests in reading, language arts, and mathematics or results of statewide tests administered in these grade levels.~~

~~The supervisor shall ensure that the nationally-normed standardized tests or the statewide tests are not administered by the child's parent/guardian.~~

### Evaluation Requirements

~~A teacher or administrator who evaluates a portfolio at the elementary level or secondary level shall meet the requirements established in law.~~[\[2\]](#)

~~An annual written evaluation of the student's educational progress as determined by a licensed clinical or school psychologist, a teacher certified by the Commonwealth, or a nonpublic school teacher or administrator is required. The evaluation shall also be based on an interview of the child and a review of the portfolio and shall certify whether or not an appropriate education is occurring. At the request of the supervisor, persons with other qualifications may conduct the evaluation with the prior consent of the Superintendent. In no event shall the evaluator be the supervisor or his/her spouse.~~

### Graduation Requirements

~~The following minimum courses in grades 9 through 12 are established as a requirement for graduation in a home education program: four (4) years of English; three (3) years of mathematics; three (3) years of science; three (3) years of social studies; and two (2) years of arts and humanities.~~[\[2\]](#)

~~The school district shall not award a diploma or acknowledge completion of a student's education in a home education program.~~

### Diplomas

~~Students who complete all of the graduation requirements of the home education program shall receive a high school diploma issued by the supervisor or a Pennsylvania Department of Education approved diploma-granting organization.~~[\[2\]](#)

### Students With a Disability

~~A home education program shall meet compulsory attendance requirements for a student with a disability only when the program addresses the specific needs of the student and is approved by a teacher with a valid Pennsylvania certificate to teach special education, or a licensed clinical or certified school psychologist. Written notice of such approval must be submitted with the required affidavit.~~[\[1\]](#)

~~The supervisor may request that the school district or intermediate unit of residence provide services that address the specific needs of a student with a disability.~~[\[1\]](#)

~~When the provision of services is agreed to by both the supervisor and the school district or intermediate unit, all services shall be provided in the public schools or in a private school licensed to provide such programs and services.~~[\[1\]](#)

### Participation in Curricular Non-district Programs

~~Students in home education programs may participate in CCIU Technical College High School programs in accordance with 137AG1 Home Education Program Administrative Guidelines.~~

### Extracurricular Participation

~~Students in home education programs may participate in extracurricular programs in accordance with 137.1 Extracurricular Participation by Home School Students.~~[\[7\]](#)

## Authority

Home education programs for students of compulsory school age residing in the school district shall be conducted in accordance with state law and regulations. [\[1\]](#)[\[2\]](#)[\[3\]](#)

## Definitions

**Appropriate education** - a program consisting of instruction in the required subjects for the time required by law and in which the student demonstrates sustained progress in the overall program. [\[2\]](#)

**Hearing examiner** - shall not be an officer, employee or agent of the Department of Education or of the school district or intermediate unit of residence of the child in the home education program.

**Home education program** - a program conducted in compliance with law by the parent/guardian or person having legal custody of a child. A home education program shall not be considered a nonpublic school under the provisions of law.

**Supervisor** - the parent/guardian or person having legal custody of a child who is responsible for providing instruction, provided that such person has a high school diploma or its equivalent.

## Delegation of Responsibility

The Superintendent or designee shall develop and distribute administrative guidelines for registering home education programs, maintaining appropriate records in accordance with law and other guidelines necessary to implement this policy. [\[2\]](#)

## Guidelines

### Notarized Affidavit

Prior to the commencement of the home education program, and annually thereafter on or before August 1, the parent/guardian or other person having legal custody of the child or children shall file a notarized affidavit with the Superintendent or designee, which contains certification that the supervisor of the home education program and all adults living in the home and persons having legal custody of a child or children in the home education program have not been convicted of criminal offenses enumerated in School Code, in accordance with law. The affidavit shall also include all information required by law. [\[2\]](#) An unsworn declaration made under penalty of perjury may be submitted when compliant with and permitted by law. The document shall set forth:

1. Name of the supervisor of the home education program who will be responsible for the provision of instruction.
2. Name and age of each child who will participate in the home education program.
3. Address and telephone number of the home education program site.
4. That subjects required by law are offered in the English language, including an outline of proposed education objectives by subject area.
5. Evidence that the child has been immunized and has received the health and medical services required for students of the child's age or grade level. [\[4\]](#)[\[5\]](#)
6. Certification signed by the supervisor that the supervisor, all adults in the home, and persons having legal custody of a child in the home education program have not been convicted of criminal

offenses as enumerated in the School Code.[\[6\]](#)

7. That the home education program shall comply with the provisions of Section 1327.1, 24 P.S. §13-1327.1.[\[2\]](#)

### Instructional Program

The instructional program for home education students shall include such courses as required by law.[\[2\]](#)  
[\[4\]](#)[\[5\]](#)

### Loan of Instructional Materials

At the request of the supervisor, the district shall lend to the home education program copies of the school's planned courses, textbooks and curriculum materials appropriate to the student's age and grade level.[\[2\]](#)

### Student Portfolio and Evaluations

For each student participating in a home education program, the supervisor shall:[\[2\]](#)

1. Maintain a portfolio of records and materials, in accordance with applicable law.
2. Provide an annual written evaluation of the student's educational progress, in accordance with the provisions of applicable law.

### Graduation Requirements

The following minimum courses in grades 9 through 12 are established as a requirement for graduation in a home education program: four (4) years of English; three (3) years of mathematics; three (3) years of science; three (3) years of social studies; and two (2) years of arts and humanities.[\[2\]](#)

### Diplomas

Students who complete all of the graduation requirements of the home education program shall receive a high school diploma issued by the supervisor or a Pennsylvania Department of Education approved diploma-granting organization.[\[2\]](#)

### Students With Disabilities

A home education program meets compulsory attendance requirements for a student with a disability only when the program addresses the specific needs of the student and is approved by a teacher with a valid Pennsylvania certificate to teach special education, a licensed clinical psychologist or a certified school psychologist. Written notice of such approval must be submitted with the required affidavit.[\[1\]](#)

The supervisor may request that the school district or intermediate unit of residence provide services that address the specific needs of a student with a disability.[\[1\]](#)

When the provision of services is agreed to by both the supervisor and the school district or intermediate unit, all services shall be provided in public schools or in a private school licensed to provide such programs and services.[\[1\]](#)

### Appropriate Education/Compliance

A home education evaluator shall certify that an appropriate education is occurring in the home education program. The supervisor shall submit the certification to the Superintendent by June 30 of each year. If the supervisor fails to submit the certification, the Superintendent shall send a letter to the supervisor notifying the supervisor that they have ten (10) days to submit the certification.[\[2\]](#)

If the Superintendent has a reasonable belief at any time during the school year that appropriate education may not be occurring in the home education program, the Superintendent may submit a letter to the supervisor requiring an evaluation to be conducted and that an evaluator's certification

stating that an appropriate education is occurring shall be submitted to the district by the supervisor within thirty (30) days. The letter shall include the basis for the Superintendent's reasonable belief.[2]

If the Superintendent has a reasonable belief that the home education program is out of compliance, the Superintendent shall submit a letter to the supervisor requiring a certification to be submitted within thirty (30) days indicating the program is in compliance. The letter shall include the basis for the Superintendent's reasonable belief.[2]

As required by law, all letters shall be sent by certified mail, return receipt requested, and the time for submission of the requested documentation begins upon receipt of the letter.[2]

### Hearings

If the supervisor fails to submit a certification as required, the Board shall provide a hearing by a qualified and impartial hearing examiner within thirty (30) days.[2]

If the hearing examiner finds that an appropriate education is not taking place in the home education program, the home education program will be determined out of compliance; and the student will be enrolled promptly in a public school, a nonpublic school or a licensed private academic school.[2]

If a home education program has been determined to be out of compliance, the supervisor or spouse of the supervisor of the home education program is prohibited by law from supervising a home education program for that child or children for a period of twelve (12) months from the date of such determination.[2]

### Appeal

The supervisor or Superintendent may appeal the decision of the hearing examiner to the Secretary of Education, Commonwealth Court or Court of Common Pleas. The home education program may continue during the appeals process.[2]

### Transfers

If a home education program is relocating to another Pennsylvania school district, the supervisor must request from the Superintendent a letter of transfer for the home education program. The request must be made by registered mail thirty (30) days prior to relocation.[2]

The Superintendent shall issue the letter of transfer within thirty (30) days after receipt of the supervisor's registered mail request.[2]

The supervisor shall file the letter of transfer with the Superintendent of the new district of residence.[2]

If a home education program is out of compliance, the Superintendent shall inform the home education supervisor and Superintendent of the new district of residence of this status and the reason for denial of the transfer letter.[2]

If a home education program is in hearing procedures, the Superintendent shall inform the home education supervisor, hearing examiner and Superintendent of the new district of residence of this status and the reason for denial of the transfer letter.[2]

If the Superintendent is informed of pending proceedings related to a home education program relocating from a previous district to this district, the Superintendent shall continue the home education program until the appeal process in the previous district is finalized.[2]

Legal

[1. 24 P.S. 1327](#)

[2. 24 P.S. 1327.1](#)

[3. 22 PA Code 11.31a](#)

4. Pol. 203

5. Pol. 209

[6. 24 P.S. 111](#)

7. Pol. 137.1

[22 PA Code 11.33](#)



|         |                                                                            |
|---------|----------------------------------------------------------------------------|
| Book    | Policy Manual                                                              |
| Section | 100 Programs                                                               |
| Title   | Home Education Program NonDistrict Administrative Guidelines to be retired |
| Code    | 137AG1                                                                     |
| Status  | Second Reading                                                             |
| Adopted | August 1, 2015                                                             |

### Participation in Technical College High Schools

A home-schooled student who would like to participate in a technical college high school, provided by the intermediate unit, shall submit a request to the Superintendent. The Superintendent, in conjunction with appropriate personnel from the intermediate unit and the technical college high school, will determine if the technical college high school is able to accommodate additional participation.

Home-school students shall be required to comply with the technical college high school's enrollment process, application process, and policies and timelines. In the event the intermediate unit or the technical college high school has implemented quotas for the school district for student participation in the technical college high school, the home-school student shall receive no priority due to home-school status, and shall be considered for admission in the same manner as any other student in the school district. Home-school students shall only be eligible to attend and participate in technical college high schools, and programs offered by the same that students in the high school of residence and grade level would be eligible to attend and participate in. The home-school student shall arrange for their own transportation, at their own risk and liability, which shall not be provided by the school district.

Home-school students shall be required to comply with all policies, procedures, and regulations implemented by the technical college high school, and shall be subject to the policies, procedures, and regulations of the resident high school and school district while on school district property.

Participation in a technical college high school does not absolve the supervisor of the student's home education program from compliance with state and district home education program requirements.



|              |                                                          |
|--------------|----------------------------------------------------------|
| Book         | Policy Manual                                            |
| Section      | 100 Programs                                             |
| Title        | Extracurricular Participation by Home Education Students |
| Code         | 137.1                                                    |
| Status       | Second Reading                                           |
| Adopted      | August 1, 2015                                           |
| Last Revised | October 25, 2022                                         |

### **Authority**

The Board shall approve participation in the district's extracurricular activities and interscholastic athletic programs by a student enrolled in a home education program who meets all the **conditions requirements** stated in **law and** Board policy **and administrative guidelines**. [1][2][3][4][5]

The Board shall not provide individual transportation for students enrolled in home education programs who participate in the district's extracurricular activities or interscholastic athletic programs. When the district provides transportation to and from an away competition, game, event or exhibition and requires district students to use district transportation, home education students shall be required to use the transportation provided by the district.

The Board shall establish and collect student activity fees for participation in extracurricular activities in accordance with Board policy. [6]

### **Guidelines**

Students attending home education programs shall be given an equal opportunity to compete for positions and participate in district extracurricular activities and interscholastic athletic programs.

A home education student may participate in extracurricular activities and interscholastic athletic programs only at the school building the student would be assigned to if ~~s/he~~ **the student** was enrolled in the school district. ~~except w~~ **Where the** ~~extracurricular~~ activities or **interscholastic athletic** programs which are located in other school buildings are otherwise open to district students from schools located in the same attendance areas where the home school student resides, **the home education student may participate in the activities or programs**. Home education students may only participate in **extracurricular** activities or **interscholastic athletic** programs which are ~~open~~ **available** to their grade level.

Prior to trying-out or joining an activity, a home education student shall submit required documents and written verification of eligibility to the building principal or designee. **Verification may include, but not be limited to, attendance records, weekly grades or academic achievement or other documents demonstrating completion of eligibility criteria.** [1]

To be considered in attendance in accordance with Board policy, the home education student must participate in a full, normally scheduled academic program, in accordance with the planned home education program **and submitted documentation**.<sup>[5][7]</sup>

The following conditions shall govern participation in the district's extracurricular activities and interscholastic athletic programs by home education students, who shall:

1. Be a resident of the school district.
2. Meet the required eligibility criteria.<sup>[3][4]</sup>
3. Maintain appropriate insurance coverage, consistent with the coverage requirements for district students.<sup>[4]</sup>
4. Comply with Board policies and school rules and regulations **administrative guidelines**, regarding extracurricular activities, interscholastic athletics, and student discipline **conduct**.<sup>[3][4][8]</sup>
5. Comply with policies, **administrative guidelines**, rules and regulations, or their equivalent, of the activity's governing organization.<sup>[1][2]</sup>
6. Meet attendance and reporting requirements established for all participants of the activity or program.<sup>[7]</sup>
7. Meet the requirements for physical examinations and physical fitness and any height and/or weight restrictions.<sup>[2][4]</sup>
8. Comply with all requirements and directives of the district staff, coaches, **activity advisors** and administrators involved with the extracurricular activity or interscholastic athletic program.
9. ~~Home education students shall come to district property solely for the purpose of participating in the programs and activities and will leave the district property when the activity, program or event is completed, except for those period of times when the public is generally admitted to district property or buildings.~~

~~Students in home education programs may participate in the following extracurricular and interscholastic programs only:~~

1. ~~Performing and visual arts activities, including band, chorus, theatre, art and the Arts and Enrichment Program.~~
2. ~~Interscholastic athletic teams.~~
3. ~~Extracurricular clubs.~~

~~If a class for credit held during the school day by the school district is required for participation in activities that take place outside of the class, home education students shall not be eligible to participate in such activities.~~

### **Delegation of Responsibility**

**The Superintendent or designee shall post information regarding the availability of the district's extracurricular activities and interscholastic athletics programs, as well as a copy of this Board policy, on the district's publicly available website and provide participation**

**information upon request by students enrolled in home education programs or their parents/guardians. [1]**

**The building principal or designee shall distribute eligibility criteria regarding student participation in extracurricular activities and interscholastic athletics provided to students by the district. Such information shall be distributed through publications or the district's publicly available website.[1]**

The building principal or designee shall receive and review verification from the parent/guardian **or home education program supervisor** that a student has met and continues to meet the established eligibility criteria for an extracurricular activity or interscholastic athletic program.

**The Superintendent or designee may establish administrative guidelines necessary to implement this policy.**

Legal

[1. 24 P.S. 511](#)

[2. 24 P.S. 1327.1](#)

3. Pol. 122

4. Pol. 123

5. Pol. 137

6. Pol. 122.1

7. Pol. 204

8. Pol. 218



|         |                                                                                          |
|---------|------------------------------------------------------------------------------------------|
| Book    | Policy Manual                                                                            |
| Section | 100 Programs                                                                             |
| Title   | Participation in Cocurricular Activities and Academic Courses by Home Education Students |
| Code    | 137.2                                                                                    |
| Status  | Second Reading                                                                           |

### Authority

The Board approves participation in the district's cocurricular activities and academic courses by a student enrolled in a home education program who meets all the requirements stated in law and Board policy and administrative guidelines.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)

### Definition

**Cocurricular activities** - district activities that merge extracurricular activities with a required academic course, including but not limited to, band, orchestra and other activities that include a for credit component that takes place during the school day.[\[1\]](#)[\[2\]](#)[\[4\]](#)

### Guidelines

Students attending home education programs shall be given an equal opportunity to compete for positions and participate in district cocurricular activities and academic courses in accordance with Board policy and administrative guidelines on the same basis as other students enrolled full-time in the district.[\[1\]](#)[\[6\]](#)[\[7\]](#)

A home education student may participate in cocurricular activities and academic courses only at the school building the student would be assigned to if the student was enrolled in the district.

Prior to trying-out or auditioning for a cocurricular activity or enrolling in an academic course, a home education student shall submit required documents and written verification of eligibility or completion of prerequisites to the building principal or designee. Verification may include, but not be limited to, attendance records, portfolio records documenting completion of curriculum or other documents demonstrating completion of eligibility criteria.[\[1\]](#)

The following conditions shall govern participation in the district's cocurricular activities and academic courses by home education students, who shall:

1. Be a resident of the district.
2. Meet the required eligibility criteria or their equivalent for the cocurricular activity or the prerequisites for the academic course.[\[1\]](#)[\[2\]](#)[\[9\]](#)
3. Comply with Board policies, school rules and administrative guidelines.[\[1\]](#)[\[2\]](#)[\[10\]](#)[\[11\]](#)[\[12\]](#)[\[13\]](#)
4. Comply with policies, rules and administrative guidelines and regulations, or their equivalent, of the cocurricular activity's governing organization, where applicable.

5. Meet attendance and reporting requirements established for all participants of the cocurricular activity or academic course, including any sign-in and sign-out procedures for school building attendance purposes. Home education students must participate in the full class period for an academic course, unless an exception has been granted in accordance with Board policy, administrative guidelines, and school rules.[14]
6. Comply with all Board policies, administrative guidelines, school rules and requirements and directives of the district staff, activity advisors and administrators involved with the cocurricular activity or academic course.[1]

### Academic Courses

Students attending home education programs are eligible to enroll in district academic courses in accordance with law and Board policy and administrative guidelines, and may participate in academic courses equaling up to one quarter ( $\frac{1}{4}$ ) of the school day for full-time district students.[1]

Students enrolled in home education programs shall only be eligible to participate in cocurricular activities and/or academic courses that are scheduled in consecutive time periods during the school day if the student's parent/guardian is not able to provide supervision for the student between the scheduled cocurricular activities and/or academic courses.[1]

The district shall provide the student's home education program supervisor with a grade for each cocurricular activity and academic course completed by a student enrolled in a home education program, in accordance with Board policy and administrative guidelines. The home education program supervisor shall be responsible for maintaining the material in the student's portfolio of records.[1][3][15]

### Transportation

Parents/Guardians of home education students shall be responsible for transportation of students participating in district cocurricular activities and academic courses, except that a home education student may utilize district transportation to or from school during the times a bus is otherwise already operating, and space is available.[1]

### Delegation of Responsibility

The Superintendent or designee shall post information regarding the district's cocurricular activities and academic courses, as well as a copy of this Board policy, on the district's publicly available website and provide participation information upon request by students enrolled in home education programs or their parents/guardians.

The building principal or designee shall request and review verification from the parent/guardian or home education program supervisor that a student has met and continues to meet the established eligibility criteria for a cocurricular activity or academic course.

The Superintendent or designee may establish administrative guidelines for prioritization of enrollment in district cocurricular activities and academic courses based on the established number of allowable participants in designated activities and courses. The Superintendent or designee may establish administrative guidelines necessary to implement this policy.

Legal [1. 24 P.S. 1327.1](#)

2. Pol. 122

3. Pol. 137

4. Pol. 137.1

5. Pol. 137.3

6. Pol. 103

7. Pol. 103.1

[8. 10 U.S.C. 2031](#)

9. Pol. 105

10. Pol. 218

11. Pol. 222

12. Pol. 227

13. Pol. 235

14. Pol. 204

15. Pol. 212



|         |                                                                                                    |
|---------|----------------------------------------------------------------------------------------------------|
| Book    | Policy Manual                                                                                      |
| Section | 100 Programs                                                                                       |
| Title   | Participation in Cocurricular Activities and Academic Courses by Home Education Student Guidelines |
| Code    | 137.2AG1                                                                                           |
| Status  | Second Reading                                                                                     |

### Portion of the School Day

Students attending home education programs may participate in academic courses equaling up to one quarter ( $\frac{1}{4}$ ) of the school day for full-time district students. Ninety-eight (98) minutes constitutes one quarter ( $\frac{1}{4}$ ) of a school day at all levels.

### Supervision

A school building shall not be required to alter the building's master schedule, course offerings, or class schedules in order to provide a home education student with the opportunity to attend classes, courses or cocurricular activities in consecutive time periods, at a particular time of the school day, or on a particular day of the week.

When a home education student's class, course or cocurricular activity coincides with the start of the school day, the student shall arrive at the school building at the start of the school day and report to the class, course or cocurricular activity in the same manner as district students.

When a home education student's class, course or cocurricular activity does not coincide with the start of the school day, the student's parent/guardian shall report to the building's office with the student and sign the student into school no earlier than five (5) minutes prior to the start time of the course, class, or cocurricular activity they are attending.

At the conclusion of the course, class or cocurricular activity:

1. If the home education student is scheduled for a course, class or cocurricular activity in a consecutive time period, the home education student will proceed to the next course, class or cocurricular activity.
2. If the home education student is scheduled for a class or cocurricular activity, but it is not scheduled consecutively with the prior class or course, or the home education has nothing else scheduled for the remainder of the school day, the home education student shall report to the building's office. The home education student's parent/guardian shall report to building's office promptly at the conclusion the course, class or cocurricular activity and shall sign the home education student out of school building. The home education student and their parent/guardian shall leave district property.

3. If at the conclusion of the course, class or cocurricular activity, it is the end of the school day, the home education student shall be dismissed from school in the same manner as district students.
4. Home education students may not remain in the school building or on school property during the school day other than when attending scheduled classes, courses or cocurricular activities. Parents/guardians of home education students may not remain in the school building or on school property during the school day while their students are attending scheduled courses, classes or cocurricular activities or while waiting for a scheduled course, class or cocurricular activity. Notwithstanding the foregoing, should the district have an event in the school building or on school property during the school day to which members of the public are invited, home education students and their parents/guardians may attend the event on the same terms and conditions as members of the public.

## **Assignment**

### **Elementary School**

For kindergarten through and including 5<sup>th</sup> grade, home education students shall be assigned to classes in the same manner as district students.

### **Middle and High School**

Where a home education student has selected for registration a course, class or cocurricular activity and the minimum number of students to operate the course, class or cocurricular activity is not met by the time the master schedule is finalized, consistent with its practices for district students, the course, class or cocurricular activity will be canceled and the district shall not be required to provide the course, class or cocurricular activity.

Where the home education student has selected for registration a course, class or cocurricular activity and the number of students seeking to enroll in the course, class or cocurricular activity exceeds the maximum size for the course, class or cocurricular activity, consistent with its practices for district students, the district shall assign all students to the course, class or cocurricular activity based on the following priority:

1. For cocurricular activities requiring try-outs or auditions, students will be prioritized for enrollment based on their ranking in the try-out or audition.
2. For cocurricular activities which do not require try-outs or auditions, and academic courses or classes, students will be enrolled based on their order of registration provided they meet the eligibility or prerequisite requirements for the course, class or cocurricular activities.

Where the home education student has selected for registration courses, classes or cocurricular activities that are offered at conflicting times on the master schedule, consistent with its practices for district students, the home education student will be assigned to one of the courses, classes or cocurricular activities, provided eligibility and prerequisite requirements are met.

For home education students seeking to enroll mid-year in a course, class or cocurricular activity, consistent with its practices for district students, they may enroll in a class, course and cocurricular activity if space is available, provided eligibility and prerequisite requirements are met.

Home education students may enroll in dual/concurrent enrollment classes in the same manner as district students, provided eligibility and prerequisite requirements are met.

Home education students shall comply with Board policies and administrative guidelines and building rules, regulations, guides and deadlines regarding changes in levels or courses or course withdrawals or additions.



|         |                                                                                     |
|---------|-------------------------------------------------------------------------------------|
| Book    | Policy Manual                                                                       |
| Section | 100 Programs                                                                        |
| Title   | Participation in Career and Technical Education Programs by Home Education Students |
| Code    | 137.3                                                                               |
| Status  | Second Reading                                                                      |

### **Authority**

The Board approves participation in a career and technical education program by a student enrolled in a home education program who meets all the requirements stated in law and Board policy and administrative guidelines.[1](#)[2](#)[3](#)[4](#)[5](#) [6](#)

Students attending home education programs shall be eligible to participate in a career and technical education program at the Chester County Intermediate Unit's Technical College High School ("TCHS"), in accordance with the TCHS admission policy and procedures on the same basis as other district students.

### **Guidelines**

Students attending home education programs shall be given an equal opportunity to apply for placement in available programs at TCHS.

Prior to enrolling in a career and technical education program, a home education student shall submit required documents and written verification of eligibility or completion of prerequisites to the building principal or designee. Verification may include, but not be limited to, attendance records, portfolio records documenting completion of curriculum or other documents demonstrating completion of eligibility criteria.[1](#) [3](#)[6](#)[7](#)[8](#)

The following conditions shall govern participation in career and technical education programs by home education students, who shall:

1. Be a resident of the district.
2. Meet the required eligibility criteria or their equivalent or the prerequisites for the career and technical education program.[1](#)[4](#)[6](#)[9](#)
3. Comply with applicable policies and school rules and administrative regulations and guidelines of TCHS regarding student conduct in school and at school-sponsored activities, and comply with all applicable policies and school rules and administrative guidelines of the district when on district property or utilizing district transportation.[1](#)[10](#)[11](#)[12](#)[13](#)
4. Meet attendance and reporting requirements established for all participants of the career and technical education program, including any sign-in and sign-out procedures for building attendance purposes. Home education students must participate in the required courses for

the program on the same basis as students enrolled in the district, unless an exception has been granted in accordance with applicable Board policy, administrative guidelines and school or program rules.[14]

TCHS shall provide the student's home education program supervisor with a grade for each career and technical education program course completed by a student enrolled in a home education program, in accordance with Board policy and administrative guidelines. The home education program supervisor shall be responsible for maintaining the material in the student's portfolio of records.[1][5][15]

### Transportation

Students attending home education programs who participate in career and technical education programs may use district transportation to or from the career and technical education program during the times when district transportation is already operating, and space is available.[1]

### **Delegation of Responsibility**

The Superintendent or designee shall post information regarding the district's options for career and technical education programs, as well as a copy of this Board policy, on the district's publicly available website and provide information upon request by students enrolled in home education programs or their parents/guardians.

The building principal or designee shall request and review verification from the parent/guardian or home education program supervisor that a student has met and continues to meet the established eligibility criteria for participation in career and technical education programs.

The Superintendent or designee may establish administrative guidelines for prioritization of enrollment in career and technical education programs, in accordance with the Articles of Agreement and the established number of allowable participants for designated programs at TCHS. [1] The Superintendent or designee may establish administrative guidelines necessary to implement this policy.



|                     |                |
|---------------------|----------------|
| Book                | Policy Manual  |
| Section             | 200 Students   |
| Title               | Attendance     |
| Code                | 204            |
| Status              | Second Reading |
| Adopted             | August 1, 2015 |
| Last Revised        | July 27, 2020  |
| Prior Revised Dates | 6/26/2017      |

## **Purpose**

The Board **recognizes that attendance is an important factor in educational success, and supports a comprehensive approach to identify and address attendance issues.** requires that school age students enrolled in district schools attend school regularly, in accordance with state laws. The educational program offered by the district is predicated upon the presence of the student and requires continuity of instruction and classroom participation. [\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#)[\[8\]](#)

## **Authority**

**The Board requires the attendance of all students during the days and hours that school is in session, except that temporary student absences may be excused by authorized district staff in accordance with applicable laws and regulations, Board policy and administrative guidelines.** [\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#)

## **Definitions**

**Compulsory Attendance School Ages** shall mean the period of a student's life from the time the student's person in parental relation elects to have the student enter school, which shall be no later than six (6) years of age, until the student reaches eighteen (18) years of age. The term does not include a student who holds a certificate of graduation from a regularly accredited, licensed, registered or approved high school. [\[8\]](#)[\[9\]](#)

With certain exceptions, children from the ages of six (6) to eighteen (18), inclusive, must be in attendance at a school in which the subjects required by law and the State Board of Education are taught in the English language. [\[2\]](#)[\[5\]](#)

**Habitually truant** shall mean six (6) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance. [\[8\]](#)

**Truant** shall mean having incurred three (3) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance. [\[8\]](#)

**Person in parental relation** shall mean a:[8]

1. Custodial biological or adoptive parent.
2. Noncustodial biological or adoptive parent.
3. Guardian of the person of a student.
4. Person with whom a student lives and who is acting in a parental role of a student.

This term shall not include any county agency or person acting as an agent of the county agency in the jurisdiction of a dependent child as defined by law.[10]

**School-based or community-based attendance improvement program** shall mean a program designed to improve school attendance by seeking to identify and address the underlying reasons for a student's absences. The term may include an educational assignment in an alternative education program, provided the program does not include a program for disruptive youth established pursuant to Article XIX-C of the Pennsylvania Public School Code.[8]

### **Authority**

~~Attendance shall be required of all students enrolled in district schools during the days and hours that the school is in session, except that a principal or teacher may excuse a student for temporary absences when they s/he receives satisfactory evidence of mental, physical, or other urgent reasons that may reasonably cause the student's absence. The term urgent reasons shall be strictly construed and is not intended to permit irregular attendance.~~[3][7][9][10][11][12]

~~The Board considers the following conditions to constitute reasonable cause for absence from school:~~

1. Sickness.[12][9]
2. Quarantine.
3. Death in immediate family.
4. Weather so inclement as to endanger the health of the child or make roads impassable.
5. Observance of a religious holiday.[13]
6. Educational tours and trips, with prior approval.[14]
7. Other exceptional reasons, with the approval of the administration.

~~Attendance need not always be within school facilities. A student shall be considered in attendance if present at any place where school is in session by authority of the Board; the student is receiving approved tutorial instruction, or health or therapeutic services; the student is engaged in an approved and properly supervised independent study, work study or career education program; the student is receiving approved homebound instruction.~~[3][11][15][16][17][18][19]

~~All absences occasioned by observance of the student's religion shall be excused, and no student so excused shall be deprived of an award or eligibility to compete for an award or the opportunity to make up a test given on the religious holiday. The administration shall excuse the student for those days that the parent/guardian provides written documentation of the religious holiday.~~[13]

~~The Board shall, upon written request of the parents/guardians, release from attendance a student participating in a religious instruction program. Such instruction shall not require the child's absence from school for more than thirty six (36) hours per school year, and its organizers must inform the~~

~~Board of the child's attendance record. The Board shall not provide transportation to religious instruction. A penalty shall not be attached to an absence for religious instruction.~~[\[13\]](#)[\[20\]](#)

~~The Board shall permit a student to be excused for participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group upon written request prior to the event.~~[\[6\]](#)[\[9\]](#)

~~The Board will recognize other justifiable absences for part of the school day. These shall include medical or dental appointments, court appearances, family emergencies, or other urgent reasons.~~[\[11\]](#)[\[12\]](#)

~~The Board shall excuse the following students from the requirements of attendance at district schools, upon request and with the required approval:~~

- ~~1. On certification by a physician or submission of other satisfactory evidence and on approval of the Department of Education, children who are unable to attend school or apply themselves to study for mental, physical, or other reasons that preclude regular attendance.~~[\[9\]](#)[\[10\]](#)[\[21\]](#)
- ~~2. Students enrolled in nonpublic or private schools in which the subjects and activities prescribed by law are taught.~~[\[3\]](#)[\[22\]](#)
- ~~3. Students attending college who are also enrolled part time in district schools.~~[\[23\]](#)
- ~~4. Students attending a home education program in accordance with law.~~[\[24\]](#)[\[25\]](#)
- ~~5. Students fifteen (15) or sixteen (16) years of age whose enrollment in private trade or business schools has been approved.~~[\[3\]](#)
- ~~6. Students fifteen (15) years of age, and fourteen (14) years of age who have completed the highest elementary grade, engaged in farm work or private domestic service under duly issued permits.~~[\[10\]](#)
- ~~7. Students sixteen (16) years of age regularly employed during the school session and holding a lawfully issued employment certificate.~~[\[10\]](#)[\[16\]](#)

~~The Board may excuse the following students from the requirements of attendance at district schools:~~

- ~~1. Students receiving tutorial instruction in a field not offered in the district's curricula from a properly qualified tutor approved by the Superintendent, when the excusal does not interfere with the student's regular program of studies.~~[\[3\]](#)[\[15\]](#)[\[18\]](#)
- ~~2. School-age children unable to attend school upon recommendation of the school physician and a psychiatrist or school psychologist, or both, and with approval of the Secretary of Education.~~[\[21\]](#)
- ~~3. Students enrolled in special schools conducted by the Chester County Intermediate Unit or the Department of Education.~~[\[3\]](#)

~~The Board shall report to appropriate authorities infractions of the law regarding the attendance of students below the age of eighteen (18). The Board shall issue notice to those parents/guardians who fail to comply with the statutory requirements of compulsory attendance that such infractions of the statute will be prosecuted.~~[\[7\]](#)[\[26\]](#)[\[27\]](#)

### Educational Tours/Trips

~~The Board may excuse a student from school attendance to participate in an educational tour or trip not sponsored by the district if the following conditions are met:~~[\[14\]](#)

- ~~1. The parent/guardian submits a written request for excusal prior to the absence.~~
- ~~2. The student's participation has been approved by the Superintendent or designee.~~

3. ~~The adult directing and supervising the tour or trip is acceptable to the parents/guardians and the Superintendent.~~

~~The Board may limit the number and duration of tours or trips for which excused absences may be granted to a student during the school term.~~

### **Delegation of Responsibility**

The Superintendent or designee shall annually notify students, **persons in parentals/guardians relation**, and staff about the district's attendance policy by publishing such policy in the student handbooks **and newsletters on the** district website and **through** other efficient **communication** methods. ~~[6][39]~~ **[1][11]**

The Superintendent or designee **in coordination with the building principal** shall develop procedures for the attendance of students which: **be responsible for the implementation and enforcement of policy.**

**The Superintendent or designee may develop administrative guidelines for the attendance of students which:**

1. ~~Ensure a school session that conforms with requirements of state law and regulations.~~ ~~[28][29]~~ ~~[30][31][37][38]~~
2. **1. Govern the maintenance** keeping of attendance records in accordance with **law.** state statutes. ~~[32][33]~~ **[34]** ~~[35][36]~~
- 2.Detail the process for submission of requests and excuses for student absences.**
3. **Detail the process for written notices, School Attendance Improvement Conferences, School Attendance Improvement Plans, and referrals to a school-based or community-based attendance improvement program, the local children and youth agency, or the appropriate magisterial district judge.**
4. **Clarify the district's responsibility for collaboration with nonpublic schools in the enforcement of compulsory school attendance requirements.**
5. ~~Identify the habitual truant, investigate the causes of truant behavior, and consider modification of the student's educational program to meet particular needs and interests.~~
6. **5.** Ensure that students legally absent have an opportunity to make up work.
7. ~~Issue written notice to any parent/guardian who fails to comply with the compulsory attendance statute, within three (3) days of any proceeding brought under that statute. Such notice shall inform the parent/guardian of the date(s) the absence occurred; that the absence was unexcused and in violation of law; that the parent/guardian is being notified and informed of his/her liability under law for the absence of the student; and that further violations during the school term will be prosecuted without notice.~~ ~~[26][27]~~

~~See 204AG1— Attendance Guidelines for more details.~~

### **Guidelines**

#### **Compulsory School Attendance Requirements**

**All students of compulsory school age who reside in the district shall be subject to the compulsory school attendance requirements.** **[2]**

A student shall be considered in attendance if present at any place where school is in session by authority of the Board; the student is receiving approved tutorial instruction, or health or therapeutic services; the student is engaged in an approved and properly supervised independent study, work-study or career education program; the student is receiving approved homebound instruction; or the student's placement is instruction in the home. [2] [5] [14] [15] [16] [17] [18] [19] [20]

The following students shall be excused from the requirements of attendance at district schools, upon request and with the required approval:

1. On certification by a physician or submission of other satisfactory evidence and on approval of the Department of Education, children who are unable to attend school or apply themselves to study for mental, physical or other reasons that preclude regular attendance. [3] [4] [21]
2. Students enrolled in nonpublic or private schools in which the subjects and activities prescribed by law are taught. [2] [22]
3. Students attending college who are also enrolled part-time in district schools. [23]
4. Students attending a home education program or private tutoring in accordance with law. [2] [18] [24] [25] [26] [27]
5. Students fifteen (15) or sixteen (16) years of age whose enrollment in private trade or business schools has been approved. [2]
6. Students fifteen (15) years of age, as well as students fourteen (14) years of age who have completed the highest elementary grade, engaged in farm work or private domestic service under duly issued permits. [4]
7. Students sixteen (16) years of age regularly engaged in useful and lawful employment during the school session and holding a valid employment certificate. Regularly engaged means thirty-five (35) or more hours per week of employment. [4] [15]

#### Excused/Lawful Absence

For purposes of this policy, the following conditions or situations constitute reasonable cause for absence from school:

1. Illness, including if a student is dismissed by designated district staff during school hours for health-related reasons. [3] [6]
2. Obtaining professional health care or therapy service rendered by a licensed practitioner of the healing arts in any state, commonwealth or territory. [3]
3. Quarantine
4. Required court attendance.
5. Death in the immediate family.
6. Weather so inclement as to endanger the health of the student or make roads impassable.
7. Participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group, upon prior written request. [1] [3]

8. **Participation in a musical performance in conjunction with a national veterans' organization or incorporated unit, as defined in law, for an event or funeral.** [\[3\]](#)
  - a. **The national veterans' organization or incorporated unit must provide the student with a signed excuse, which shall include the date, location, and time of the event or funeral.**
  - b. **The student shall furnish the signed excuse to the district prior to being excused from school.**
10. **Observance of a religious holiday observed by a bona fide religious group, upon prior written request from the person in parental relation.** [\[28\]](#)
11. **Nonschool-sponsored educational tours or trips, if the following conditions are met:** [\[3\]](#) [\[29\]](#)
  - a. **The person in parental relation submits the required documentation for excusal prior to the absence, within the appropriate timeframe.**
  - b. **The student's participation has been approved by the Superintendent or designee.**
  - c. **The adult directing and supervising the tour or trip is acceptable to the person in parental relation and the Superintendent.**

**12. College, postsecondary institution or career visits, with prior approval.**

**13. Other urgent reasons that may reasonably cause a student's absence, as well as circumstances related to homelessness, foster care and other forms of educational instability.** [\[3\]](#)[\[6\]](#)[\[30\]](#)

**The district may limit the number and duration of nonschool-sponsored educational tours or trips and college or postsecondary institution visits for which excused absences may be granted to a student during the school year.**

### ***Temporary Excusals –***

**The following students may be temporarily excused from the requirements of attendance at district schools:**

1. **Students receiving tutorial instruction in a field not offered in the district's curricula from a properly qualified tutor approved by the Superintendent, when the excusal does not interfere with the student's regular program of studies.** [\[2\]](#)[\[14\]](#)[\[18\]](#)
2. **Students participating in a religious instruction program, if the following conditions are met:** [\[28\]](#)[\[31\]](#)
  - a. **The person in parental relation submits a written request for excusal. The request shall identify and describe the instruction, and the dates and hours of instruction.**
  - b. **The student shall not miss more than thirty-six (36) hours per school year in order to attend classes for religious instruction.**
  - c. **Following each absence, the person in parental relation shall submit a statement attesting that the student attended the instruction, and the dates and hours of attendance.**
3. **School age children unable to attend school upon recommendation of the school physician and a psychiatrist or school psychologist, or both, and with approval of the Secretary of Education.** [\[21\]](#)

***Parental Notice of Absence –***

Absences shall be treated as unexcused until the district receives a written excuse explaining the absence, to be submitted within three (3) school days of the absence.

A maximum of ten (10) days of cumulative lawful absences verified by parental notification shall be permitted during the school year.

All absences beyond ten (10) cumulative days shall require an excuse from a licensed practitioner of the healing arts.

**Unexcused/Unlawful Absence**

For purposes of this policy, absences which do not meet the criteria indicated above for excused absences shall be permanently considered unexcused.

An out-of-school suspension may not be considered an unexcused absence. [\[8\]](#)

***Parental Notification –***

District staff shall provide prompt notice to the person in parental relation upon each incident of unexcused absence.

**Enforcement of Compulsory Attendance Requirements*****Student is Truant –***

When a student has been absent for three (3) days during the current school year without a lawful excuse, district staff shall provide notice to the person in parental relation who resides in the same household as the student within ten (10) school days of the student's third unexcused absence. [\[32\]](#)

The notice shall: [\[32\]](#)

1. Be in the mode and language of communication preferred by the person in parental relation;
2. Include a description of the consequences if the student becomes habitually truant; and
3. When transmitted to a person who is not the biological or adoptive parent, also be provided to the student's biological or adoptive parent, if the parent's mailing address is on file with the school and the parent is not precluded from receiving the information by court order.

The notice may include the offer of a School Attendance Improvement Conference. [\[32\]](#)

If the student incurs additional unexcused absences after issuance of the notice and a School Attendance Improvement Conference was not previously held, district staff shall offer a School Attendance Improvement Conference. [\[32\]](#)

***School Attendance Improvement Conference (SAIC) –***

District staff shall notify the person in parental relation in writing and by telephone of the date and time of the SAIC. [\[32\]](#)

The purpose of the SAIC is to examine the student's absences and reasons for the absences in an effort to improve attendance with or without additional services. [\[8\]](#)

The following individuals shall be invited to the SAIC: [\[8\]](#)

1. **The student.**
2. **The student's person in parental relation.**
3. **Other individuals identified by the person in parental relation who may be a resource.**
4. **Appropriate school personnel.**
5. **Recommended service providers.**

Neither the student nor the person in parental relation shall be required to participate, and the SAIC shall occur even if the person in parental relation declines to participate or fails to attend the scheduled conference. [\[32\]](#)

The outcome of the SAIC shall be documented in a written School Attendance Improvement Plan (SAIP). The SAIP shall be retained in the student's file. A copy of the SAIP shall be provided to the person in parental relation, the student and appropriate district staff. [\[32\]](#)

The district may not take further legal action to address unexcused absences until the scheduled SAIC has been held and the student has incurred six (6) or more days of unexcused absences. [\[32\]](#)

#### ***Student is Habitually Truant –***

When a student under fifteen (15) years of age is habitually truant, district staff: [\[33\]](#)

1. **Shall refer the student to:**
  - a. **A school-based or community-based attendance improvement program; or**
  - b. **The local children and youth agency.**
2. **May file a citation in the office of the appropriate magisterial district judge against the person in parental relation who resides in the same household as the student. [\[33\]](#)**

When a student fifteen (15) years of age or older is habitually truant, district staff shall: [\[33\]](#)

1. **Refer the student to a school-based or community-based attendance improvement program; or**
2. **File a citation in the office of the appropriate magisterial district judge against the student or the person in parental relation who resides in the same household as the student.**

District staff may refer a student who is fifteen (15) years of age or older to the local children and youth agency, if the student continues to incur additional unexcused absences after being referred to a school-based or community-based attendance improvement program, or if the student refuses to participate in such program. [\[33\]](#)

Regardless of age, when district staff refer a habitually truant student to the local children and youth agency or file a citation with the appropriate magisterial district judge, district staff shall provide verification that the school held a SAIC. [\[33\]](#)

#### ***Filing a Citation –***

**A citation shall be filed in the office of the appropriate magisterial district judge whose jurisdiction includes the school in which the student is or should be enrolled, against the student or person in parental relation to the student. [34]**

**Additional citations for subsequent violations of the compulsory school attendance requirements may only be filed against a student or person in parental relation in accordance with the specific provisions of the law. [34]**

### **Special Needs and Accommodations**

**If a truant or habitually truant student may qualify as a student with a disability, and require special education services or accommodations, the Director of Pupil Services shall be notified and shall take action to address the student's needs in accordance with applicable law, regulations and Board policy. [16][35][36][37]**

**For students with disabilities who are truant or habitually truant, the appropriate team shall be notified and shall address the student's needs in accordance with applicable law, regulations and Board policy. [16][35][37]**

### **Discipline**

**The district shall not expel or impose out-of-school suspension, disciplinary reassignment or transfer for truant behavior. [32]**

### **Charter Schools**

**Where the district is required by law to prosecute a habitually truant charter school student upon notification by the charter school, the district shall utilize the charter school's attendance policy to determine unlawful absences.**

Legal

[1. 24 P.S. 1301](#)

[2. 24 P.S. 1326](#)

[3. 24 P.S. 1327](#)

[4. 22 PA Code 11.12](#)

[5. 22 PA Code 11.13](#)

[6. 22 PA Code 11.41](#)

[7. 22 PA Code 12.1](#)

8. Pol. 200

[9. 24 P.S. 1329](#)

[10. 24 P.S. 1330](#)

[11. 22 PA Code 11.23](#)

[12. 22 PA Code 11.25](#)

[13. 22 PA Code 11.21](#)

[14. 22 PA Code 11.26](#)

[15. 22 PA Code 11.22](#)

[16. 22 PA Code 11.28](#)

17. Pol. 115

18. Pol. 116

19. Pol. 117

[20. 24 P.S. 1546](#)

[21. 22 PA Code 11.34](#)

[22. 22 PA Code 11.32](#)

[23. 22 PA Code 11.5](#)

[24. 24 P.S. 1327.1](#)

25. Pol. 137

[26. 24 P.S. 1333](#)

[27. 24 P.S. 1354](#)

[28. 24 P.S. 1501](#)

[29. 24 P.S. 1504](#)

[30. 22 PA Code 4.4](#)

[31. 22 PA Code 11.1](#)

[32. 24 P.S. 1332](#)

[33. 24 P.S. 1339](#)

[34. 24 P.S. 1338](#)

35. Pol. 218

36. Pol. 233

[37. 22 PA Code 11.2](#)

[38. 22 PA Code 11.3](#)

[39. 24 P.S. 510.2](#)

[24 P.S. 1333.1](#)

[24 P.S. 1333.2](#)

[22 PA Code 11.8](#)

[22 PA Code 11.24](#)

[22 PA Code 11.31](#)

[22 PA Code 11.31a](#)

[42 Pa. C.S.A. 6302](#)

Pol. 103.1

Pol. 113

Pol. 113.3

Pol. 114



|                     |                                                 |
|---------------------|-------------------------------------------------|
| Book                | Policy Manual                                   |
| Section             | 200 Students                                    |
| Title               | Attendance Guidelines - WC Cyber Program retire |
| Code                | 204AG3                                          |
| Status              | Second Reading                                  |
| Adopted             | August 24, 2020                                 |
| Last Revised        | July 25, 2022                                   |
| Prior Revised Dates | 7/26/2021                                       |

Students are expected to be in attendance daily. For students in grades 6-12, attendance is taken through two measures: daily homeroom check-in via Schoology and completion of some work in all assigned courses within a week.

Parents/Guardians shall provide a written explanation for the absences of a student. These shall be required in advance for types of absence where advance notice is possible.

Excuse forms shall be completed and turned in by the student within three (3) days after return from an absence. The absence of any student failing to comply with this time period will automatically become unlawful and the relevant school laws shall be applied.

## Absences

Absences will generally be recognized as cumulative or noncumulative. Cumulative absences refer to days that contribute to the allotted number of days a student may be absent. Noncumulative absences are absences that do not contribute to the specified days students may be absent.

**Cumulative Absences.** Cumulative absences include both excused and unlawful absences.

**Excused absences:** Those absences where a licensed practitioner of the healing arts or upon any other satisfactory evidence furnished, shows that a student is unable to attend school and/or class, or is prevented from study because of illness or other urgent reasons, including but not limited to the following:

1. A maximum of ten (10) days absence for students verified by a parental note. All absences beyond the tenth day of parental cumulative absences will require a note from a licensed practitioner of the healing arts.
2. Family vacation, preapproved by the principal, at his/her sole discretion, while school is in session, up to a maximum of five (5) days per school year. The following will be taken into consideration by the principal in granting permission for the trip:
  - a. The student's academic standing.
  - b. The student's attendance record.
  - c. The effect the absence will have on the student's educational welfare.

d. The exceptionality of the request.

3. In lieu of family vacation days, parents may use the five (5) designated days as parent notes for illness or other urgent reasons previously listed. No more than fifteen (15) total days may be excused via a parental note.

**Unlawful absences:** Any absence which does not meet the definition of an excused absence, including, but not limited to the following:

1. Any day for which a written excuse is not submitted within three (3) school days of a student's return from an absence, including notes from a licensed practitioner of the healing arts.
2. Any absence not excused by a note from a licensed practitioner of the healing arts after ten (10) or fifteen (15) total days of absences verified by receipt of parental excuses.
3. Truancy – Frequent or prolonged absence without satisfactory reason, or willful violation of the compulsory attendance laws, which are subject to the penalties provided for in the school laws of Pennsylvania.
4. Class cut.
5. Unlawful tardies as set forth herein. A tardy is defined as a minimum of one minute of lateness to school. Eight (8) tardies to school and/or early dismissals will be considered one (1) unlawful absence in grades K-8. Unlawful tardies and cutting class in grades 9-12 will be handled under discipline as a Level One offense.
6. Any absence due to a family vacation while school is in session after the fifth of the five (5) day maximum per school year.

For students who are 18 or older and not of compulsory school age, unlawful absences shall be classified as unexcused absences.

**Noncumulative absences.** The following absences do NOT count against the 15-day limit of cumulative absences:

1. Suspensions from school.
2. Illness verified by a note from a licensed practitioner of the healing arts submitted within three (3) days of a student's return.
3. Death in the family, when accompanied by a note within three (3) days of a student's return. Up to 5 days will be approved for an immediate family member. If services are occurring outside of the country, any additional days will need to be approved by the building administrator.
4. Religious holidays, when accompanied by a note within three (3) days of a student's return.
5. Preapproved college visits, when College Visit Permission/Verification Form 204AG2 is submitted.
6. Court hearings involving Children, Youth & Families or Juvenile Probation Officer.
7. A student can be excused from school to participate in a musical performance in conjunction with a national veterans' organization or incorporated unit for an event or funeral. The organization or unit must provide the student with a signed excuse detailing the date, location and time of the event or funeral. The student must furnish the excuse to the school district prior to being excused.

#### **Additional Guidelines**

1. **Up to 15 days of consecutive absences:** Parents can use 5 vacation days and 10 parent notes. Notes from a licensed practitioner of the healing arts will be required for all future absences or they will be considered unlawful for students of compulsory age and unexcused for students over the age of 18. If a student does not return on the 16th day, the district will follow the compulsory attendance guidelines. Unless the district has been provided with evidence that the absence may be legally excused or the district is pursuing compulsory attendance prosecution, the student will be dropped from the district's active attendance roll after 10 days of absence. If the student is in the US, the absence will be coded as withdrawn-dropped. If the student is out of the country, the absence will be coded as withdrawn-moved. If the student returns, the parent will need to reenroll the student. Removal from the district's active attendance roll does not remove the parent/guardian's compulsory attendance obligations for the student and the district may pursue citations and/or referral to Children, Youth & Families.
2. **A single absence more than 5 consecutive days in length:** A licensed practitioner of the healing arts note is required by the 6<sup>th</sup> day of absence, even if parent notes have not been exhausted.

3. **15 or more days of absences, excused by a licensed practitioner of the healing arts:** The school nurse will call the licensed practitioner of the healing arts to seek more information regarding the absences to ensure that the appropriate supports can be put in place for the students.
4. **Notifications/Student Attendance Improvement Plan (SAIP):** Parents/guardians will be contacted via mail and/or phone call regarding their child's fourth unlawful absence with a request to complete a Student Attendance Improvement Plan (SAIP). The SAIP conference can include the student, family, school team, and outside supports. At the sixth unlawful absence a referral to Children, Youth and Families or an attendance improvement program will be completed and citations can be issued to a District Magistrate.
5. **A College Visit Permission/Verification form (204AG2)** must be completed and is required for each college visit. The student must submit the form to the building principal or designee in advance of the college visit for approval. The building principal or designee may approve the college visit in his or her sole discretion. If approved, the form must be signed by a representative of the college and then submitted to the attendance secretary within 3 days of returning from the visit. If the form is not preapproved by the building principal or designee, signed by a representative of the college or isn't timely submitted, it will be considered an unlawful absence.

### **Attendance Monitoring Process**

Students who have frequent absences from one or more cyber courses will be monitored more closely to support their progress in the WC Cyber Program.

1. Whenever a student misses ten (10) days (five (5) for a semester course) of cumulative absence or has missed the same class ten (10) days (five (5) for a semester course), the student's counselor and/or Cyber Administrator may meet with the student and review the attendance record. As a result of the meeting, the parent/guardian may be notified in writing of the student's absence record. Parents/Guardians may be notified that all absences beyond the tenth absence will require a note from a licensed practitioner of the healing arts.
2. An Attendance Review Team (ART), consisting of the Cyber Administrator, counselor and other staff deemed necessary by the administrator, may review the student's absence record when a student has missed a total of ten (10) days (five (5) for a semester course) of cumulative absence or has missed the same class ten (10) times (five (5) for a semester course). The team may hold a parent/guardian conference with the student to discuss the absence record. The Cyber Administrator shall make the request for the conference in writing if the parent/guardian does not respond to a phone call. As part of this conference, it may be deemed necessary for the student to report to the Cyber Center to work with the Cyber Teacher to get their learning back on pace.
3. The team shall continue to monitor the student's absence record. When the student has missed a total of fifteen (15) days (eight (8) for a semester course) of cumulative absence or has missed the same class fifteen (15) times, the team may review the record again and notify the parent/guardian in writing of the record and possible consequences, including the requiring the student to attend in person sessions at the Cyber Center (Fugett Middle School) and/or the potential removal from the WC Cyber Program. The team will consider if a cyber setting is the best learning environment for the student on a case-by-case basis. A parent/guardian conference may be requested.
4. When a student has missed a total of twenty (20) days (ten (10) for a semester course) of cumulative absence or has missed the same class twenty (20) times, the ART may reconvene to review the student's absence record. The team shall determine if a recommendation for no course credit (high school students, only) will be made to the Cyber Administrator. The team shall consider whether to make a recommendation for retention in grade (elementary and middle school students, only). The team will also consider if a cyber setting is the best learning environment for the student on a case-by-case basis.

5. The Cyber Administrator shall review the recommendation by the team and make a recommendation to the Cyber Administrator that no course credit be awarded (high school students, only). If the Cyber Administrator supports the recommendation, the parent/guardian shall be notified in writing of the consequence. The decision of the Cyber Administrator shall be final. Where it is determined that course credit will be denied, the student will earn the grade for the course, but be denied the credit. Where a recommendation for retention is made (~~elementary~~ and middle school, only), referrals consistent with Board Policy 215 will be made.
6. The Superintendent or his designee shall review any recommendation by the team that the student be removed from the Cyber program and be returned to their school of residence. If the Superintendent or his designee supports the recommendation, the parent/guardian shall be notified in writing of the student's return to their school of residence. The decision of the Superintendent or his designee shall be final. Notwithstanding the foregoing, the District shall comply with placement procedures for students IEPs of 504 plans where required by law.



|         |                         |
|---------|-------------------------|
| Book    | Policy Manual           |
| Section | 200 Students            |
| Title   | Promotion and Retention |
| Code    | 215                     |
| Status  | Second Reading          |
| Adopted | September 25, 2017      |

### **Purpose**

The Board recognizes that the emotional, social, physical and educational development of students will vary and that students should be placed in the educational setting most appropriate to their needs. The district shall establish and maintain academic standards for each grade and monitor individual student achievement in a continuous and systematic manner.

### **Authority**

The Board establishes that each student shall be moved forward in a continuous pattern of achievement and development that corresponds with the student's progress, system of grade levels, and attainment of the academic standards established for each grade.

The evaluation of ~~pupils~~ **students** must be a continuous and forward-looking process producing a creative effect which improves present and future behavior and practice. The concern in the total evaluation process is the whole ~~child~~ **student**: ~~his/her~~ growth in an academic sense as well as ~~his~~ physical, social and emotional development.

A student shall be promoted when ~~s/he has~~ **they have** successfully completed the curriculum requirements and has achieved the academic standards established for the present level, based on the professional judgement of the teachers, school team and the results of assessments. A student shall earn the right to advance to the next grade by demonstrating mastery of the required skills and knowledge or meeting goals on an individual student plan. No student shall be retained in a grade level for more than one year.

### **Delegation of Responsibility**

The Superintendent or designee shall develop administrative ~~regulations~~ **guidelines** for promotion and retention of students which assure that every effort will be made to remediate the student's difficulties before the student is retained. ~~See 215AG1—Promotion and Retention Guidelines.~~

### **References:**

School Code - 24 P.S. Sec. 1531, 1532, 1533

State Board of Education Regulations - 22 PA Code Sec. 4.12, 4.13, 4.42

Board Policy 000, 100, 212, 213, 217





|                     |                                              |
|---------------------|----------------------------------------------|
| Book                | Policy Manual                                |
| Section             | 200 Students                                 |
| Title               | Student Conduct/Disciplinary Action Schedule |
| Code                | 218AG1                                       |
| Status              | Second Reading                               |
| Adopted             | July 25, 2016                                |
| Last Revised        | July 25, 2022                                |
| Prior Revised Dates | 8/2/2017, 9/6/2019, 5/29/2020, 8/24/2020     |

### **Student Discipline** **Respecting Members of the School Community**

The fundamental premise of Board policy and guidelines related to student discipline is that students will show tolerance to all members of the school community. The Board shall adopt a Code of Student Conduct/Disciplinary Action Schedule to govern student discipline, and students shall not be subject to disciplinary action because of race, age, sex, color, religion, creed, sexual orientation, gender identity, national origin, ancestry, marital status, pregnancy, or handicap/disability. Each student must adhere to Board policies and the Code of Student Conduct/Disciplinary Action Schedule governing student discipline.

The West Chester Area School Board has the authority to make reasonable and necessary rules governing the conduct of students in school. **As Pp** provided by Section 1317 of the **Pennsylvania** School Code of **1949, as amended**, the Commonwealth of Pennsylvania: Authority of Teachers, Vice Principals, and Principals over Pupils; every teacher, vice principal, and principal in the public schools shall have the right to exercise the same authority as to conduct and behavior over the ~~pupils~~ **students** as their parents/guardians or persons in parental relation with the student when: (a) they are attending school in person, including technical college high schools, or remotely through a cyber program or by other virtual platforms; (b) during the time they are going to and from their homes to school or technical college high schools; and (c) when attending school-sponsored events and activities either as a participant or spectator.

- The teachers have the responsibility to maintain a suitable environment for learning, and the administrators have the responsibility for maintaining and facilitating the educational programs.
- The principal is authorized by statute to suspend students for cause.
- Rules and regulations shall be published and reviewed with students at the opening of each school year and shall be posted in prominent locations throughout each school as well as online. Copies shall be available in each school and also to students and parents/guardians upon request.
- The principal shall be responsible for informing both parents/guardians and students of school rules and regulations at the opening of the school year.
- The teacher has the authority to send a student from a class to an appropriate school official for cause.

- Teachers and school administrators shall administer discipline within federal and state statutes, regulations and guidance, and other specific policies **and administrative guidelines** relating to student behavior and discipline as adopted by the Board.

In order that infractions of the rules established for student conduct may be treated equitably and consistently, the Board has approved a Disciplinary Action Schedule for the district's schools. The intent of this schedule is to provide students with a definition of the limits of acceptable behavior, and to equip teachers and school administrators for their disciplinary responsibilities. The schedule shall be interpreted by the principals and their designees in a manner which they deem just, given the circumstances of the individual case. Additionally, students must understand that administrators shall have the authority to enforce other reasonable disciplinary action which they find warranted by situations not covered.

The provisions of this policy apply to all district schools, programs and platforms, unless specifically noted herein.

## WHY DISCIPLINE?

Discipline should, as a minimum, have three (3) objectives in mind:

- PRESERVE the optimum environment in which to deliver instructional services.
- RESPOND to disruptive influences with corrective measures in a firm and consistent manner while attempting to correct deviant behavior and keep disrupters in school.
- REMOVE, as a last resort, the disrupters from the educational environment so that the majority may pursue their educational goals.

As present law now stands, it is the responsibility of the Board to continue with the education of the student until age eighteen (18) whether in the formal educational setting or in a setting outside that environment.

## ELEMENTARY-STUDENT EXPECTATIONS

### I. ELEMENTARY CODE OF CONDUCT

- Students will respect everyone's right to learn.
- Students will choose ways to resolve conflict without fighting.
- Students will accept others for who they are and respect differences.
- Students will show proper respect for:
  - Themselves.
  - Other Students.
  - Adults.
  - School property.
  - Personal property.

### II. STUDENT JOB DESCRIPTION

~~My education is important. To the best of my ability, I will:~~

- ~~Be a good citizen of school.~~
- ~~Arrive at school on time every day.~~
- ~~Complete my homework and be prepared every day.~~
- ~~Be a cooperative learner.~~
- ~~Ask for help when I need it.~~
- ~~Help others when possible.~~
- ~~Demonstrate a positive attitude.~~
- ~~Follow school and classroom rules.~~

Students have the responsibility to conduct themselves according to the Code listed above and to **meet their responsibilities** by following the **Responsibilities of Students Job Description listed below**. Students who fail to do so will be subject to follow the schedule of disciplinary action.

## **Responsibilities of Students**

**These responsibilities and expectations are to be an integral part of student behavior enroute to and from school, during all extracurricular activities, day and field excursions, as well as within the typical school day and setting.**

- 1. Student responsibilities include regular school attendance, conscientious effort in classroom work and homework, and conformance to district and school rules and regulations.**
- 2. Students, in conjunction with the administration and faculty, share a responsibility to develop a climate within the school that is conducive to wholesome learning and living.**
- 3. No student has the right to interfere with the education of fellow students. It is the responsibility of each student to respect the rights of teachers, students, administrators and all others who are involved in the educational process.**
- 4. Students should express their ideas and opinions in a respectful manner.**
- 5. Student should:**
  - a. Be aware of all rules and regulations for student behavior and conduct themselves in accordance with them. Students should assume that, until a rule is waived, altered or repealed in writing, it is in effect.**
  - b. Volunteer information in matters relating to the health, safety and welfare of the school community and the protection of school property.**
  - c. Dress and groom to meet standards of safety and health, and not to cause substantial disruption to the educational processes.**
  - d. Assist the school staff in operating a safe school for the students enrolled therein.**
  - e. Comply with applicable laws.**
  - f. Exercise proper care when using public facilities and equipment.**
  - g. Attend school daily and be on time at all classes and other school functions.**
  - h. Make up work when absent from school.**
  - i. Pursue and attempt to complete satisfactorily the courses of study prescribed by the district.**
  - j. Report accurately in student media.**
  - k. Not use obscene language in student media or on school premises.**

ADMINISTRATIVE ACTION  
ELEMENTARY AND SECONDARY

At times during the school year, student misbehavior will necessitate action on the part of the Board. At this point, the school administration will have exhausted all approaches in attempting to correct the student's misbehavior. The administration may have, at various times, worked with the resources and shall keep records and documentation as evidence of other efforts. The resources shall include among others:

- Parents/guardians.
- Teachers.
- Guidance counselor.

- Social worker/counselor.
- Community resource personnel.
- Social agencies.
- Psychologist.

The breach of discipline within the schools will probably fall into two (2) major classes of offense:

1. Violation of the rules of conduct of the school (see Level I, II and III).
2. Violation of rules of conduct of the school because they are a violation of the law (a crime has been committed) (see certain Level III offenses).

This second category of infractions calls for dual corrective action of a school administered response as well as a community administered response. The school action would be considered a Level III infraction. In addition, the appropriate law enforcement agency would be brought into the matter and it may take action in addition to the penalties set forth herein.

### **SCHOOL OFFENSES**

Any student subjected to disciplinary action which involves his/her **their** removal from the normal classroom environment is still to demonstrate mastery of all subject matter for advancement to the next grade level. It is the responsibility of the student subjected to such disciplinary action to ensure that s/he **they** remains current with course subject matter and that s/he **they** arranges with the administration for the taking of any examinations missed due to absence from school.

Parents/guardians of said student shall be notified immediately **as soon as practicable**, by phone, if possible, and in writing when a student has been suspended internally or externally from class.

Possession, distribution or use of alcoholic beverages or ~~drugs~~ **controlled substances** will result in the application of Board Policy 227.

A student who is on suspension shall not participate in, or attend any extracurricular school activity during the period of suspension or Saturday School. This will be in effect immediately upon notification of the suspension. Suspension shall be in effect until the start of the first school-day that the student is eligible to return to school. A student who is participating in an extracurricular activity must be in school in order to participate. Further, a student will be subject to the terms of the Extracurricular Code of Conduct.

## **I. ELEMENTARY SCHOOL DISCIPLINARY ACTION SCHEDULE**

Different offenses should require different responses. The following is a categorization of offenses into levels.

### **A. LEVEL I**

1. Use of personal and district technology devices in violation of Policy 237 (including misuse of the internet)
2. Disrespect to peer(s)
3. Student Integrity (Policy 218.3)
4. Other minor infractions of unacceptable behavior in or on school property, or while under school supervision or jurisdiction

### **B. LEVEL II**

1. Cutting class
2. Smoking, Tobacco and Vaping Products; Non-tobacco products (Policy 222)
3. Insubordination
4. Fighting
5. Defacing school property
6. Violation of Student Acceptable Use of Internet, Computers and Network Resources (Policy 252) (including misuse of the internet)
7. Verbal assault
8. Intimidation

9. Foul and abusive language/gestures
10. Theft
11. Peer conflict/disrespect/disturbance
12. Use of personal and district technology devices in violation of Policy 237 (including misuse of the internet)
13. Student Integrity (Policy 218.3)
14. Other more serious infractions of unacceptable behavior in or on school property, or while under school supervision or jurisdiction

### **C. LEVEL III**

1. Physical assault
2. Possessing a weapon (Policy 218.1)
3. Arson, false alarm, or 911 Call
4. Bomb threats
5. Vandalism
6. Controlled substance/paraphernalia (Policy 227)
7. Discrimination/Title IX Sexual Harassment-affecting Students (Policy 103)
8. Intentional contact
9. Terroristic threats (Policy 218.2)
10. Bullying (Policy 249)
11. Student Integrity (Policy 218.3)
12. Hazing (Policy 247)
13. Sexual Assault
14. False Safe2Say report
15. Commission of any act punishable under the Pennsylvania Crimes Code
16. Other most serious infractions of unacceptable behavior in or on school property, or while under school supervision or jurisdiction

## **II. ELEMENTARY SCHOOL ADMINISTRATIVE ACTION SCHEDULE**

The Administration Action Schedule shall be interpreted by the principals and their designees in a manner which they deem just given the circumstances of the individual case.

~~For students attending by other virtual platform, depending on the nature and severity of the infraction, the Cyber Administrator may limit access to the internet or the network at any level of offense.~~

### **A. LEVEL I**

Disciplinary options may include, but are not limited to, any one or more of the following:

1. Verbal reprimand
2. Detention
3. Restrictions
4. Parent/guardian notification and/or conference
5. Internal suspension

### **B. LEVEL II**

Disciplinary options may include, but are not limited to, any Level I disciplinary option, plus any one or more of the following:

1. External suspension~~(except in the case of truancy)~~
2. Notification of local law enforcement agency (who may take action in addition to the penalties set forth herein).

### **C. LEVEL III**

The offenses in this class are of a nature that their commission may represent a violation of law and may be subject to civil and/or criminal penalties. This type of behavior is obviously unacceptable in the educational environment. The local law enforcement agency will be notified of all Level III offenses and may take action in addition to the penalties set forth herein. In addition, the following action may be taken:

1. A first offense may result in a ten (10)-day external suspension from school or other Level II disciplinary option, where appropriate.
2. A second offense may result in a ten (10)-day external suspension from school and a Board hearing ~~shall~~ **may** be held with administration recommendation for exclusion of the student for the remainder of the school year

The administrator may, if ~~he/she~~ **they** considers the committing of offenses in this category serious enough to be a threat to the health, safety or welfare of others, request Board hearing for exclusion of the student upon commitment of the offense for the first time.

### III. SECONDARY DISCIPLINARY ACTION SCHEDULE

Different offenses should require different responses. The following is a categorization of offenses into levels.

#### A. LEVEL I

1. Unexcused lateness to school (*HIGH SCHOOL ONLY*)
2. Unexcused lateness to class
3. Not reporting to detention
4. Failure to sign in at attendance
5. Student Integrity (Policy 218.3)
6. Not reporting to Saturday School (1st offense)
7. Other minor infractions of unacceptable behavior in or on school property, or while under school supervision or jurisdiction

#### B. LEVEL II

1. Cutting class
2. Leaving school or class without permission
3. Smoking, Tobacco and Vaping Products; Non-tobacco products (Policy 222)
4. Insubordination
5. Fighting
6. Defacing school property
7. Violation of Student Acceptable Use Policy 252 and related policies (including misuse of the internet)
8. Verbal assault
9. Intimidation
10. Forgery
11. Foul and abusive language/gestures
12. Failure to give name
13. Not reporting to Saturday School (2nd or more offense)
14. Peer conflict/disrespect/disturbance
15. Student Integrity (Policy 218.3)
16. Use of personal technology and technology devices in violation of Policy 237 (including misuse of the internet)
17. Seventh Level I Offense
18. Other more serious infractions of unacceptable behavior in or on school property, or while under school supervision or jurisdiction

#### C. LEVEL III

1. Theft

2. Physical assault
3. Possessing a weapon (Policy 218.1)
4. Arson, false alarm, or 911 call
5. Bomb threats
6. Vandalism
7. Controlled substance/paraphernalia (Policy 227)
8. Extortion
9. Discrimination/Title IX Sexual Harassment affecting Students (Policy 103)
10. Intentional contact
11. Terroristic threats (Policy 218.2)
12. Bullying/Cyberbullying (Policy 249)
13. Student Integrity (Policy 218.3)
14. Hazing (Policy 247)
15. Sexual Assault
16. False Safe2Say Report
17. Commission of any act punishable under the Pennsylvania Crimes Code
18. Other most serious infractions of unacceptable behavior in or on school property, or while under school supervision or jurisdiction

#### **IV. SECONDARY ADMINISTRATIVE ACTION**

The Administrative Action Schedule shall be interpreted by the principals and their designees in a manner which they deem just given the circumstances of the individual case.

For students attending the cyber program or other virtual platform, depending on the nature and severity of the infraction, the Cyber Administrator may limit access to the internet or the network at any level of offense.

##### **A. Level I**

1. Unexcused lateness to school (*High School ONLY*):
  - a. Each of the first four (4) offenses in a semester will be recorded in the student's file.
  - b. Fifth, sixth, seventh and eighth offenses in a semester will result in the student receiving one day of after school detention for each offense for students attending in person programs. For students in the cyber program or other virtual platform, the fifth, sixth, seventh and eighth offenses in a semester will result in a parent conference with teaching~~ers~~ and cyber administration.
  - c. Upon the recording of the ninth or more lateness in a semester, the result will be one day of Saturday School.
2. Unexcused lateness to class:
  - a. One (1) day of after school detention will be assigned for each offense for students attending in person programs. For students in the cyber program or other virtual platform, each offense will result in a parent conference with teaching~~ers~~ and cyber administration.
  - b. Upon recording of the ninth or more lateness in a year, the student will be assigned one day of Saturday School.
3. Not reporting to detention/late room:
  - a. One (1) day of Saturday School
4. Failure to sign in at attendance:
  - a. One (1) day of after school detention will be assigned for each offense for students attending in person programs. For students in the cyber program or other virtual platform, each offense will result in a parent conference with teaching~~ers~~ and cyber administration.

b. Upon recording of the ninth or more failure to sign in at attendance, the student will be assigned one day of Saturday School.

5. Student Integrity (see Policy 218.3)

6. Not Reporting to Saturday School (1st offense):

a. One-day external suspension and the student must repeat the Saturday School.

7. Other minor infractions of unacceptable behavior in or on school property, or while under school supervision or jurisdiction:

a. First, second, third and fourth offenses will result in a detention for students attending in person programs. For students in the cyber program or other virtual platform, first, second, third and fourth offenses will result in a parent conference with teachers and cyber administration

b. Upon recording of the fifth or more Level I offense, the student will receive a day of Saturday School.

**NOTE:** The accumulation of seven (7) Level I offenses shall result in a student being credited with one (1) Level II offense. Thereafter, subsequent accumulations of seven (7) Level I offenses shall likewise result in additional crediting of Level II offenses.

## **B. LEVEL II**

1. With the exception of smoking/tobacco and vaping products/non-tobacco products use, fighting, verbal assault, and cutting Saturday School, these offenses, being of a more serious nature, will result in the following actions:

**NOTE:** The offense may be a repeat of a prior Level II offense or combination of offenses. Some Level II offenses may result in appropriate legal action.

- a. The first, second, third, and fourth offense will result in one (1) day of Saturday School for each offense.
- b. The fifth offense will result in a three-day external suspension and a mandatory principal conference with the parent/guardian and student.
- c. A sixth offense will result in a five-day external suspension. An informal hearing shall be held with the parent/guardian and the student.
- d. A seventh offense will result in a ten-day external suspension from school and a Board hearing may be held with administration recommendation for exclusion of the student from school for the remainder of the school year.

2. Smoking/tobacco and vaping products/non-tobacco products use and verbal assault will result in the following action:

- a. Each offense will result in a three-day external suspension.
- b. If the offense is the fifth or more Level II offense, the administrative action shall follow the Level II (1)(b) or higher level guidelines set forth above.
- c. If the first offense is the seventh or subsequent Level II offense, the administrative action shall follow the Level II (1) (d) or higher level guidelines set forth above.

3. Fighting will result in the following action:

- a. Each offense will result in a three to five-day external suspension and the local law enforcement agency will be notified, which may take action in addition to the penalties set forth herein.
- b. If the offense is the fifth or more Level II offense, the administrative action shall follow the Level II (1)(c) or higher level guidelines set forth above and local law enforcement will be notified which may lead to further actions in addition to the penalties set forth herein.

4. Not reporting to Saturday School will result in the following action:

- a. A first offense will result in a one-day external suspension and the student must repeat the

Saturday School.

b. A second or subsequent offense will result in a one-day external suspension **and the student must** repeating the Saturday School.

c. If the offense is the fifth or more Level II offense, the administrative action shall follow the Level II (1)(b) or higher level guidelines set forth above.

5. Student Integrity (see Policy 218.3)

The administrator may, if he/she **they** considers a Level II offense sufficiently severe or disruptive to the school environment, provide for up to a three (3) day external suspension for any Level II offense.

### C. LEVEL III

The offenses in this class are of a nature that their commission may represent a violation of law and be subject to civil and/or criminal penalties. This type of behavior is obviously unacceptable in the educational environment. The local law enforcement agency will be notified on all Level III offenses and may take action in addition to the penalties set forth herein. In addition, the following action may be taken:

1. A first offense will result in a 10-day external suspension from school or other Level II disciplinary option, where appropriate.
2. A second offense shall result in a 10-day external suspension from school and a Board hearing **shall may** be held with administration recommendation for exclusion of the student for the remainder of the school year.

The administrator may, if he/she **they** considers the committing of offenses in this category serious enough to be a threat to the health, safety or welfare of others, request Board hearing for exclusion of the student upon commitment of the offense for the first time.

### V. Definitions & Special Notes

1. **Bullying** – Is an intentional electronic, written, verbal or physical act or series of acts directed at another student or students which occurs in a school setting and/or outside a school setting, that is severe, persistent or pervasive; and has the effect of doing any of the following: (1) substantially interfering with a student's education; (2) creating a threatening environment; or (3) substantially disrupting the orderly operation of the school. Bullying includes cyberbullying. (See Policy 249).
2. **Discrimination** – Discrimination is defined in accordance with the definitions found in Policy 103.
3. **Disrespect to Peer(s)** - Teasing and name calling, – oral or written, that does not rise to the level of bullying.
4. **Extortion** – Intentionally obtaining or withholding property of another by threatening to (1) inflict bodily harm on anyone or commit other criminal activities; (2) accuse anyone of criminal offense; (3) expose any secret intending to subject any person to hatred, contempt or ridicule.
5. **False Safe2Say Report:** knowingly or intentionally making a false Safe2Say report.
6. **Fighting** – An encounter with blows or other physical contact involving two or more students.
7. **Forgery** – Reproducing a parent's or guardian's signature, altering school records, other offenses as set forth in the Pennsylvania Crime Code, 18 Pa. C.S. §§ 4104 et. seq. as may be amended, or other similar actions.
8. **Foul and Abusive Language/Gestures** – Use of language or gestures that is vulgar, profane, or lewd.
9. **Hazing** - Hazing is defined in accordance with definitions found in Policy 247.
10. **Insubordination** – Refusing to follow a reasonable directive of either a school district professional employee or administrator acting within the scope of his/her **their** authority.

**11. Intentional Contact** – Intentionally causing contact with another, when such contact is neither invited or provoked and the purpose of such contact is insubordination, harassment, extortion or the threat or suggestion of physical assault. Intentional shoving, hitting, kicking, slapping, bumping, holding, pushing and throwing objects with a wrongful purpose are examples of such conduct. Unintentional or inadvertent conduct, reflexive conduct or conduct taken in the reasonable belief of self-defense or invitational, or conduct by a student with a recognized disability which affects his or her **their** ability to control his or her **their** actions, are not included. Even if provoked, persisting in such contact when a reasonable opportunity to stop is available, shall be included.

**12. Intimidation** – To frighten or make timid another student by threats, or other aggressive actions or language.

~~**13. Minor Bus Problems** – Those behaviors that are not chronic or jeopardize the safety of others.~~

~~**14. Misuse of the Internet** – Obtaining access to the Internet intentionally and without proper authorization or misuse of the Internet which can be viewed as any message(s) sent or received that indicate or suggest pornography, unethical or illegal solicitation, racism, sexism, **discrimination, harassment,** inappropriate language, **violation of Board policy or administrative guidelines** or any violation of local, state or federal laws relating to use of the Internet. (Policies 237, 252)~~

~~**15. Physical Assault** – (1) Attempting to cause or intentionally, knowingly or recklessly causing bodily injury to another; (2) negligently causes bodily injury to another with a deadly weapon; (3) attempts by physical menace to put another in fear of imminent serious bodily harm; or (4) any offense prohibited by Chapter 27, "Assault", of the Pennsylvania Crimes Code (18 Pa. C.S.A. § 2701 et seq; and as may hereafter be amended).~~

~~**16. Plagiarism** – Intentionally or unintentionally stealing and using the idea, structure, language, context or writings of another as one's own without crediting the original author through parenthetical documentation, footnotes or bibliography.~~

~~**17. School Personnel** - Any school board member, school employee, agent, volunteer, contractor or other person subject to the supervision and control of the District.~~

~~**18. Sexual Assault** - Sexual offenses as defined in Chapter 31 of the Pennsylvania Crimes Code~~

~~**19. Student Integrity** – A violation of the student integrity policy (Board Policy 218.3), which includes, academic dishonesty **and plagiarism in accordance with the definitions in Policy 218.3.** Academic dishonesty is the act of cheating or participating in an act of unacceptable behavior in relation to academic expectations, class assignments, curriculum assessments or any material that contributes to a course grade. Academic dishonesty includes, but is not limited to, a student copying an assignment or test and submitting it as his/ her own; allowing someone to copy an assignment or test and submit it as his/her their own; unauthorized use of or communicating with notes, calculators, computers, textbooks, cell or smart phones, or any other electronic device during an exam or assignment; telling other students what is on a test or quiz or providing specific questions or answers; submitting the same work in two (2) or more courses without permission from the teachers; working with others on a project that was assigned individually; or securing answers in any other dishonest manner. Plagiarism (defined herein) is also a violation of the student integrity policy.~~

## **20. Technology**

**A. Personal Technology Devices (personal technology)** - shall be defined as any device capable of capturing, storing, and/or transmitting information, including text, audio, picture, and/or video data, not owned by the District. These include, but are not limited to, such devices as cellular telephones, smartphones, handheld computers, laptop computers, tablet computers, digital musical players, including without limitation iPods and MP3 players, and still and video cameras and wearable technologies including without limitation smart watches, smart glasses, or earbuds.

**B. District technology devices (district technology)** shall be defined as any device capable of capturing, storing, and/or transmitting information, including text, audio, picture, and/or video data, that is owned by the district and loaned to students for academic purposes. These include, but are not limited to, such devices as handheld computers, tablet computers, and laptop computers, still and video cameras.

**21. Terroristic Threats** – A threat communicated either directly or indirectly to commit any crime of violence with the intent to: terrorize another; cause evacuation of a building, place of assembly, or facility of public transportation; or to otherwise cause serious public inconvenience, or cause terror, or serious public inconvenience with reckless disregard of the risk of causing such terror or inconvenience. (Policy 218.2)

**22. Theft** – Withholding property of another permanently or for such an extended period as to appropriate the major portion of its economic value, or with intent to restore only upon payment of reward or other compensation; or to dispose of the property so as to make unlikely that the owner will recover it; or any offense prohibited by Chapter 39, "Theft and Related Offenses", of the Pennsylvania Crime Code (18 Pa. C.S.A. § 3901 et seq. and as may hereafter be amended).

**23. Title IX Sexual Harassment** - Title IX Sexual Harassment is defined in accordance with the definitions in Policy 103.

**24. Tobacco, Smoking and Vaping products; Non-tobacco products** – State law defines the term tobacco product to broadly encompass not only tobacco but also vaping products including Juuls and other electronic cigarettes (e-cigarettes). Tobacco products, for purposes of this policy and in accordance with state law, shall be defined to include the following:

a. Any product containing, made or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed or ingested by any other means, including, but not limited to, a cigarette, cigar, little cigar, chewing tobacco, pipe tobacco, snuff and snus.

b. Any electronic device that delivers nicotine or another substance to a person inhaling from the device, including, but not limited to, electronic nicotine delivery systems, an electronic cigarette, a cigar, a pipe and a hookah.

c. Any product containing, made or derived from either:

Tobacco, whether in its natural or synthetic form; or  
Nicotine, whether in its natural or synthetic form, which is regulated by the United States Food and Drug Administration as a deemed tobacco product.

d. Any component, part or accessory of the product or electronic device listed in this definition, whether or not sold separately.

Student smoking of any non-tobacco products or the possession of non-tobacco products in a form in which they may be smoked, including but not limited to non-tobacco cigarettes, cigars and little cigars (collectively "non-tobacco products") is prohibited.

**25. Vandalism** – Damaging tangible and intangible property of another intentionally, recklessly, or by negligence in the employment of fire, explosive, or other means; or recklessly or intentionally tampering with tangible property of another so as to cause or attempt to cause unjustified actual harm to tangible and intangible property of another.

**26. Verbal Assault** – Verbally addressing a teacher with lewd, vulgar or profane language and in an aggressive or otherwise disrespectful manner.

**27. Weapons in the School** – Weapons shall include but is not limited to any knife, cutting instrument, cutting tool, nunchaku, firearm, shotgun, rifle, replica of a weapon, and any other tool, instrument or implement capable

of inflicting serious bodily injury. Students are prohibited from possessing and bringing weapons and replicas of weapons into any school district buildings, onto school property, to any school-sponsored activity, and onto any public vehicle providing transportation to or from school or a school-sponsored activity or while the student is coming to or from school. (See Board Policy 218.1)

#### SPECIAL NOTES:

Defacing school property and vandalism represent the same type of deviant behavior. For purposes of response, damages in excess of \$10 will be considered as vandalism while those of less than \$10 will generally be considered as defacing school property. In cases of less than \$10 in damages, discretion may be exercised by the Administrator in classifying the action as vandalism based on extenuating circumstances, e.g. repeated offenses. In all cases, however, restitution will be sought with the application of disciplinary action as stated in the policy.

Pursuant to subsection 'a' of the statute 1317.2 of the Pennsylvania School Code, a school district or area technical college high school shall expel for a period of not less than one year, any student who is determined to have brought a weapon onto any school property, any school sponsored activity or any public conveyance providing transportation to a school or school sponsored activity. Any loaded or unloaded firearm or dangerous weapon possessed on or about a person while on district property is subject to seizure or forfeiture. Incidence of students possessing weapons will be reported to the student's parents/guardians and shall be reported to the police. Appropriate disciplinary and legal action will be taken against students who possess weapons and with students who assist possession in any way. However, weapons under the control of law enforcement personnel are permitted. The superintendent may authorize other persons to possess weapons in school buildings. The superintendent may prescribe special conditions or procedures to be followed before giving such authority.

Use of personal and district technology devices in violation of Policy 237 is a Level II offense where an administrator considers the student's actions sufficiently severe or disruptive to the school environment.

Terms otherwise undefined by this regulation shall be interpreted in the same manner as similar or identical terms in the Pennsylvania Crimes Code.



|               |                     |
|---------------|---------------------|
| Book          | Policy Manual       |
| Section       | 200 Students        |
| Title         | Terroristic Threats |
| Code          | 218.2               |
| Status        | Second Reading      |
| Adopted       | August 1, 2015      |
| Last Revised  | September 27, 2021  |
| Last Reviewed | December 15, 2014   |

### **Purpose**

The Board recognizes the danger that terroristic threats by students present to the safety and welfare of district students, staff, and community. The Board acknowledges the need for an immediate and effective response to a situation involving such a threat.

### **Definitions**

**Communicate** - shall mean to convey in person or by written or electronic means, including telephone, electronic mail, Internet, facsimile, telex, and similar transmissions.<sup>[1]</sup>

**Terroristic threat** - shall mean a threat communicated either directly or indirectly to commit any crime of violence with the intent to: terrorize another; cause evacuation of a building, place of assembly, or facility of public transportation; or to otherwise cause serious public inconvenience, or cause terror, or serious public inconvenience with reckless disregard of the risk of causing such terror or inconvenience.<sup>[1]</sup>

### **Authority**

The Board prohibits any district student from communicating terroristic threats directed at any student, employee, Board member, community member, or property owned, leased, or being used by the district.

### **Delegation of Responsibility**

The Superintendent or designee, in coordination with the threat assessment team, shall react promptly to information and knowledge concerning a possible or actual terroristic threat. Such action shall be in compliance with state law and regulations, Board policy and administrative regulations **guidelines**, the procedures set forth in the memorandum of understanding with local law enforcement officials, and the district's emergency preparedness plan.<sup>[2][3][4][5][6]</sup>

### **Guidelines**

In all cases of terroristic threats, where a student's behavior indicates a threat to the safety of the student, other students, school employees, school facilities, the community or others, district staff shall report the student to the threat assessment team, in accordance with applicable law and Board policy. [\[3\]](#)[\[4\]](#)

Staff members and students shall be made aware of their responsibility for informing the threat assessment team regarding any information or knowledge relevant to a possible or actual terroristic threat. [\[4\]](#)[\[7\]](#)

The threat assessment team shall immediately inform the Superintendent or designee, School Safety and Security Coordinator and building principal of a terroristic threat, in accordance with Board policy and administrative ~~regulations~~ **guidelines**. [\[4\]](#)

The Superintendent or designee may report incidents involving terroristic threats on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies. [\[2\]](#)[\[6\]](#)[\[8\]](#)[\[9\]](#)[\[10\]](#)

**The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving a terroristic threat as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.** [\[6\]](#)[\[9\]](#)[\[11\]](#)

In accordance with state law, the Superintendent shall annually, by July 31, report all incidents of terroristic threats to the Office for Safe Schools on the required form. [\[6\]](#)[\[8\]](#)

In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies. [\[6\]](#)[\[11\]](#)[\[12\]](#)[\[13\]](#)[\[14\]](#)[\[15\]](#)

If a student is expelled for making terroristic threats, the Board may require, prior to readmission, that the student provide competent and credible evidence from a behavioral service provider that the student does not pose a risk of harm to others. [\[4\]](#)[\[14\]](#)[\[16\]](#)

#### Legal

[1. 18 Pa. C.S.A. 2706](#)

[2. 24 P.S. 1302.1-A](#)

[3. 24 P.S. 1302-E](#)

4. Pol. 236.1

5. Pol. 805

6. Pol. 805.1

[7. 22 PA Code 12.2](#)

[8. 24 P.S. 1303-A](#)

[9. 22 PA Code 10.2](#)

[10. 22 PA Code 10.22](#)

[11. 22 PA Code 10.23](#)

[12. 20 U.S.C. 1400 et seq](#)

13. Pol. 103.1

14. Pol. 113.1

15. Pol. 113.2

16. Pol. 233

[22 PA Code 10.25](#)

[34 CFR Part 300](#)

Pol. 000



|               |                   |
|---------------|-------------------|
| Book          | Policy Manual     |
| Section       | 200 Students      |
| Title         | Student Integrity |
| Code          | 218.3             |
| Status        | Second Reading    |
| Adopted       | August 1, 2015    |
| Last Revised  | July 25, 2022     |
| Last Reviewed | June 22, 2015     |

### **Purpose**

The district supports students' learning and academic achievement by encouraging them to produce academic work that is their own best effort, done with integrity, and displaying the best academic ethical behavior. Academic dishonesty and plagiarism are unacceptable, and those engaged in such acts will face disciplinary consequences.

### **Authority**

Violations of this policy shall subject students to disciplinary action ~~as outlined herein~~. This policy covers all school-related tests, quizzes, and in and out-of-class assignments and projects.

### **Definitions**

**Academic dishonesty** is defined as the act of cheating or participating in an act of unacceptable behavior in relation to academic expectations, class assignments, curriculum assessments or any material that contributes to a course grade. **Academic dishonesty** includes, but is not limited to: a student copying an assignment or test/**quiz** and submitting it as his/her **their** own; allowing someone to copy an assignment or test/**quiz** and submit it as his/her **their** own; unauthorized use of or communicating with notes, calculators, computers, textbooks, cell or smart phones, or any other electronic device during an exam or assignment; telling other students what is on a test or quiz or providing specific questions or answers; submitting the same work in two (2) or more courses without permission from the teachers; working with others on a project that was assigned individually; or securing **or sharing** answers in any other dishonest manner.

**Plagiarism** is defined as intentionally or unintentionally stealing and using the idea, structure, language, context or writings of another as one's own without crediting the original author through parenthetical documentation, footnotes or bibliography.

### **Guidelines**

When academic dishonesty or plagiarism takes place at the elementary school level, it shall be addressed by the classroom teacher on an individual basis.

When academic dishonesty or plagiarism takes place at the secondary levels, it shall be reported by the teacher to the building principal.

### **Secondary Action Schedule for Plagiarism and Academic Dishonesty**

**1st Offense** - Zero on the assignment/project/test/**quiz**, and parent/guardian notification.

**2nd Offense** - Zero on the assignment/project/test/**quiz**, parent/guardian notification, and Saturday School. The offense shall be categorized as a Level II offense under 218AG1.

**3rd Offense** - Zero on the assignment/project/test/**quiz**, parent/guardian notification, and a five (5) to ten (10) day external suspension. The offense shall be categorized as a Level II offense under 218AG1.

**Subsequent Offenses** - Zero on the assignment/project/test, parent/guardian notification, and a five (5) to ten (10) day external suspension. The offense shall be categorized as a Level II offense under 218AG1.

The building principal may, if s/he **they** considers an act of plagiarism or academic dishonesty sufficiently severe or disruptive to the school environment or a threat to the health, safety or welfare of others, treat any offense as a Level III offense, resulting in a zero on the assignment/project/test/**quiz** and discipline for Level III offenses as set forth in the secondary administrative action schedule in Policy 218AG1.

If a student is found to have committed academic dishonesty or plagiarism, the National Honor Society advisor will be notified.

Legal

Pol. 218



|                     |                                               |
|---------------------|-----------------------------------------------|
| Book                | Policy Manual                                 |
| Section             | 200 Students                                  |
| Title               | Smoking, Tobacco and Vaping Products-Students |
| Code                | 222                                           |
| Status              | First Reading                                 |
| Adopted             | August 1, 2015                                |
| Last Revised        | April 27, 2020                                |
| Prior Revised Dates | 3/25/2019                                     |

### **Purpose**

The Board recognizes that tobacco and vaping products, including the product marketed as Juul and other electronic cigarettes, present a health and safety hazard that can have serious consequences for both users and nonusers, and the safety and environment of the schools. The purpose of this policy is to prohibit student possession, use, purchase and sale of tobacco and vaping products, including Juuls and other electronic cigarettes.

The Board further prohibits student smoking of any non-tobacco products or the possession of non-tobacco products in a form in which they may be smoked, including but not limited to non-tobacco cigarettes, cigars and little cigars (collectively "**non-tobacco products**").

### **Definitions**

State law defines the term **tobacco product** to broadly encompass not only tobacco but also vaping products including Juuls and other electronic cigarettes (e-cigarettes). Tobacco products, for purposes of this policy and in accordance with state law, shall be defined to include the following: [\[1\]](#)[\[2\]](#).

1. Any product containing, made or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed or ingested by any other means, including, but not limited to, a cigarette, cigar, little cigar, chewing tobacco, pipe tobacco, snuff and snus.
2. Any electronic device that delivers nicotine or another substance to a person inhaling from the device, including, but not limited to, electronic nicotine delivery systems, an electronic cigarette, a cigar, a pipe and a hookah.
3. Any product containing, made or derived from either:
  - a. Tobacco, whether in its natural or synthetic form; or
  - b. Nicotine, whether in its natural or synthetic form, which is regulated by the United States Food and Drug Administration as a deemed tobacco product.

4. Any component, part or accessory of the product or electronic device listed in this definition, whether or not sold separately.

### **Authority**

The Board prohibits possession, use, purchase or sale of tobacco and vaping products including the product marketed as Juul and other e-cigarettes by or to students regardless of whether such products contain tobacco or nicotine at any time in a school building; ~~and on any property, buses, vans, and vehicles that are owned, leased or controlled by the school district,~~ **and at school-sponsored activities that are held off school property.**<sup>[1][2][3]</sup>

~~The Board prohibits possession, use, purchase or sale of tobacco and vaping products including the product marketed as Juul and other e-cigarettes by or to students at school-sponsored activities that are held off school property.~~

The Board prohibits student possession or use of products marketed and sold as tobacco cessation products or for other therapeutic purposes, except as authorized in the Board's Medication policy.<sup>[4]</sup>

The Board prohibits the smoking or possession of non-tobacco products at any time in a school building, on any property, buses, vans, or vehicles that are owned, leased or controlled by the school district, or at school-sponsored activities that are held off of school property.

### **Delegation of Responsibility**

The Superintendent or designee shall annually notify students, parents/guardians, and staff about the Board's tobacco and vaping products policy by publishing information in student handbook(s), Code of Student Conduct/Disciplinary Action Schedule, parental newsletters, posters, and by other efficient methods such as posted notices, signs and on the district website.<sup>[2]</sup>

The Superintendent or designee shall ~~may~~ develop administrative ~~regulations~~ **guidelines** to implement this policy.

### **Parental Report**

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving possession, use, purchase or sale of a tobacco or vaping product, including the product marketed as Juul and other electronic cigarettes, immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.<sup>[5][6][7]</sup>

### **Office for Safe Schools Report**

The Superintendent shall annually, by July 31, report all incidents of possession, use or sale of tobacco and vaping products by students to the Office for Safe Schools on the required form.<sup>[7][8]</sup>

### **Law Enforcement Incident Report**

The Superintendent or designee may report incidents of possession, use or sale of tobacco and vaping products, including Juuls or other e-cigarettes, by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the school police, school resource officer (SRO) or to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.<sup>[1][2][5][7][8][9][10]</sup>

### **Guidelines**

Students found in violation of this policy shall be subject to appropriate disciplinary action.[11]

If a student is found to be in violation of this policy due to the possession or smoking of any non-tobacco product, and the non-tobacco product constitutes a controlled substance under District policy, the violation shall be addressed under the District's **Controlled Substances/Paraphernalia** policy.[12]

A student convicted of possessing or using tobacco in violation of this policy may be fined up to fifty dollars (\$50) plus court costs, and attorney's fees, or admitted by the court to alternative adjudication in lieu of imposition of a fine.[2]

Tampering with devices installed to detect use of tobacco or vaping products shall be deemed a violation of this policy and subject to disciplinary action.[11]

### Students with Disabilities

In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[7][13][14][15][16][17]

#### Legal

[1. 18 Pa. C.S.A. 6305](#)

[2. 18 Pa. C.S.A. 6306.1](#)

[3. 20 U.S.C. 7973](#)

4. Pol. 210

[5. 22 PA Code 10.2](#)

[6. 22 PA Code 10.25](#)

7. Pol. 805.1

[8. 24 P.S. 1303-A](#)

[9. 22 PA Code 10.22](#)

[10. 24 P.S. 1302.1-A](#)

11. Pol. 218

12. Pol. 227

[13. 20 U.S.C. 1400 et seq](#)

[14. 22 PA Code 10.23](#)

15. Pol. 103.1

16. Pol. 113.1

17. Pol. 113.2

[24 P.S. 510](#)

[20 U.S.C. 7114](#)

[20 U.S.C. 7118](#)

[20 U.S.C. 7971 et seq](#)

[34 CFR Part 300](#)

[Pennsylvania Department of Health Medical Marijuana Guidance for Schools and School Districts](#)



|         |                            |
|---------|----------------------------|
| Book    | Policy Manual              |
| Section | 200 Students               |
| Title   | Search Procedures by Staff |
| Code    | 226                        |
| Status  | First Reading              |
| Adopted | August 1, 2015             |

### **Purpose**

To maintain order and discipline in schools, and to protect the safety and welfare of students and school personnel, the Board reserves the right to authorize school officials to search student's lockers, automobiles and/or school property in certain circumstances, and may seize any illegal or unauthorized materials discovered during the search.[\[1\]](#)[\[2\]](#)

### **Authority**

It is prohibited for any student while at school, to possess on his/her **their** person, **in their personal effects**, in his/her **their** locker, or his/her **their** automobile, or to use in any manner, or to sell any substance, item, or device, the use, possession, or sale of which is a violation of federal, state or local law, or district policy, or constitutes a threat to the health, safety, welfare or good order of the occupants of the school building, the school building itself, or the district ('illegal materials').[\[2\]](#)

Parents/Guardians and students shall be notified at least annually or more often, if deemed appropriate, of the contents of the search policy.[\[1\]](#)

All school personnel shall cooperate in every manner possible in carrying out this policy.

### **Definition**

**Reasonable suspicion** is generally defined as a conclusion arrived at by a reasonable, prudent and conscientious mind, from facts at hand; it is not caused by such improper motives as a dislike for a student or malice, but only from the facts which are known. If they logically, rationally, and in the exercise of good common sense, lead a reasonable, prudent, and discrete person to conclude that a student has illegal material on school property or on his/her **their** person, this is a reasonable suspicion, but there must be a fair and conscientious consideration of only the facts that are known.

### **Guidelines**

#### **General Search Procedures**

Any building administrator, teacher, or other district employee, who reasonably suspects that a student has in his/her **their** possession on the school property, or sells or uses on the school property any illegal material, shall proceed as follows:

1. The matter or incident should be referred immediately to the building principal with an explanation of what facts led to the conclusions that the student possesses, uses or sells illegal

material.

2. The principal or his/her **their** designee shall then discuss with the student privately the facts as related to the principal and ask the student to consent to a search of his/her **their** person, **personal effects**, locker, and/or automobile.
3. Students who do not cooperate with the principal or his/her **their** designee, who has reasonable suspicion to search, shall immediately be subject to disciplinary action.
4. Any search conducted shall be reasonably related in scope to the circumstances which justified the search at its inception.
5. When a search is made of a student's person, **personal effects**, locker, and/or automobile, at least one other teacher or school official ~~should~~ **shall** be present in addition to the principal or his/her **their** designee. Except in emergency situations, reasonable steps should be taken to ensure the student is given an opportunity to be present during the search.[\[1\]](#)
6. If illegal material is found, it should be confiscated, marked in some identifying manner in the presence of the student, if possible, and that of at least one other teacher and/or administrator, and then held in a secure place.
7. The principal or his/her **their** designee shall be responsible for the safekeeping and proper disposal of any illegal material found.
8. The principal or his/her **their** designee shall be responsible for the prompt recording, in writing, of each search; such record shall include the reasons for the search, persons present, objects found, and the disposition of illegal materials found.
9. Confiscated illegal materials may be used against the student in school disciplinary proceedings.[\[1\]](#)
10. If illegal material is found, the appropriate law enforcement agency shall be contacted.
11. Illegal material shall be turned over to the appropriate law enforcement agency for further investigation and proceedings.

School officials may conduct periodic blanket searches of school property, without individualized suspicion of any particular student, where school officials are able to articulate evidence of a substantial problem threatening the welfare or safety of the school as a whole, and that blanket searches may help eliminate that problem.

### Personal Searches

A student's person and/or personal effects (e.g. purse, bookbag, etc.) may be searched whenever a school official has reasonable suspicion to believe that a student is in possession of illegal materials.

Consistent with this policy, the Board authorizes district personnel to conduct a personal search at any time for the purpose of determining whether the student is in possession of illegal materials.

If a pat down search of student's person is conducted, it will be conducted privately by a school official of the same sex, and with an adult witness of the same sex present.

### Locker Searches

All lockers are and shall remain the property of the district. Students shall have no expectations of privacy in their lockers.

In order to have use of a school locker, students shall be required to sign a waiver authorizing the principal or his/her **their** designee to search the interior of the student's locker.

Students are encouraged to keep their assigned lockers closed and locked against incursion by other students; but no student may use a locker as depository for illegal materials.

The Board authorizes district personnel to inspect as student's locker at any time for the purpose of determining whether the locker is being improperly used for the storage of illegal materials.

Whenever the search of a student's locker is prompted by the reasonable suspicion that the contents of the student's locker create an emergency, the principal or ~~his/her~~ **their** designee may open the locker as soon as is necessary to properly discharge ~~his/her~~ **their** duty to protect the persons and property within the school building.[1]

Other than as provided as to dog or blanket searches, all requests for the search of a student's locker coming from law enforcement personnel shall be directed to the building principal or ~~his/her~~ **their** designee, who shall open a student's locker on the request of a law enforcement officer only on presentation of a duly authorized search warrant or on the intelligent and voluntary consent of the student.

### Automobile Search

School parking lots are owned by the district and the district exercises exclusive control over its parking lots. Use of the parking ~~lots~~ is a privilege, not a right.

Students have no expectation of privacy regarding items placed in their vehicles in the parking lot.

The parking lot may be subject to routine patrols and inspections of the exterior of vehicles and visual inspection of those items within the vehicles which are in plain view and visible through the windows of the vehicle while on school property. Routine patrols may be conducted by district personnel or ~~drug~~ detecting dogs.

Interiors of vehicles may be searched whenever a school authority has reasonable suspicion to believe that illegal materials are contained therein.

Patrols and inspections may be conducted without notice, without student consent and without a search warrant.

### Use of ~~Drug-Detecting~~ Dogs for Searches

It shall be the policy of the district to permit district personnel to conduct blanket searches of the school property with professionally trained handlers and dogs for the purposes of detecting illegal materials.

Parents/Guardians and students are hereby notified of this policy through its inclusion in the Student Discipline & Records Policy Handbook. Once this notification has been given, the district has met its obligation to advertise the searches. Additional notice need not be given and actual times or dates of planned searches need not be released in advance.

District personnel shall authorize the search and have a designee on hand while the search is taking place.

All school property, including, but not limited to lockers, classrooms, storage areas, and parking lots, may be searched. Individual(s) will not be subjected to a search by dogs.

### Use of Passive, Non-Invasive Breath Tests

**At the discretion of the district, at certain non-compulsory district-sponsored or related events, including events conducted on or away from district property, all students may be subjected to a passive, non-invasive breath test as a condition of attendance.**

**Refusal to submit to a passive, non-invasive breath test will be considered to be a positive test and the student will be disciplined in accordance with Board policy.[8]**

Legal

[1. 22 PA Code 12.14](#)

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



|                     |                                     |
|---------------------|-------------------------------------|
| Book                | Policy Manual                       |
| Section             | 200 Students                        |
| Title               | Controlled Substances/Paraphernalia |
| Code                | 227                                 |
| Status              | First Reading                       |
| Adopted             | August 1, 2015                      |
| Last Revised        | July 25, 2022                       |
| Last Reviewed       | June 22, 2015                       |
| Prior Revised Dates | 9/23/2019, 4/27/2020, 8/24/2020     |

### Purpose

The Board finds that the possession, use, distribution or delivery of controlled substances by students while engaged in activities subject to control by the district is a matter of concern and injurious to the health, safety and welfare of students.

Through curriculum, the Multi-tiered Systems of Supports Team, community support and resources, strong and consistent administrative and faculty commitment, rehabilitative efforts and disciplinary procedures, the district will strive to educate, prevent, and intervene in the use and abuse of all controlled substances by students.

### Definitions

Multi-Tiered Systems of Supports (MTSS) - a multidisciplinary team that includes teachers, administrators, nurse, and counselors. This team is trained to understand and work with adolescent **chemical-controlled substance** use, abuse, and dependency. The team's primary role is to identify, refer and intervene when student-chemical **controlled** substance use, abuse, possession, and/or distribution is suspected.

Controlled substance - controlled substances include, but are not limited to: alcohol, drugs, narcotics and/or other health endangering compounds such as anabolic steroids and other performance enhancing substances, tranquilizers, amphetamines, synthetic opiates, marijuana, LSD and other hallucinogens, glue, solvent-containing substances, look-alike drugs, any prescription or patent drug, any other mood-altering substance, and all regulated and controlled substances identified and prohibited by federal and state laws.<sup>[1][2][3][4]</sup>

~~Cooperative behavior - is the student's willingness to reasonably and helpfully work with staff and school personnel, and to comply with Multi-Tiered Systems of Supports Team requests and recommendations.~~

Distribution - to attempt to or to succeed in delivering, selling, passing, sharing, or giving to another person, or to assist in distributing any controlled substance as defined by this policy.

Drug paraphernalia - includes all equipment, products and materials of any kind which are used, intended for use or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling, or otherwise introducing into the human body a controlled substance. Paraphernalia includes, but is not limited to: [2]

1. Isomerization devices used, intended for use or designed for use in increasing the potency of any species of plant which is a controlled substance.
2. Testing equipment used, intended for use or designed for use in identifying or in analyzing the strength, effectiveness or purity of controlled substances.
3. Scales and balances used, intended for use or designed for use in weighing or measuring controlled substances.
4. Diluents and adulterants, such as quinine hydrochloride, mannite, dextrose, and lactose, used, intended for use, or designed for use in cutting controlled substances.
5. Separation gins and sifters used, intended for use, or designed for use in removing twigs and seeds from or in otherwise cleaning or refining marijuana.
6. Blenders, bowls, containers, spoons and mixing devices used, intended for use or designed for use, in compounding controlled substances.
7. Capsules, balloons, envelopes and other containers used, intended for use or designed for use, in packaging small quantities of controlled substances.
8. Containers and other objects used, intended for use or designed for use in storing or concealing controlled substances.
9. Hypodermic syringes, needles, and other objects used, intended for use or designed for use in injecting controlled substances into the human body.
10. Objects used, intended for use or designed for use in ingesting, inhaling or otherwise introducing alcohol, marijuana, cocaine, hashish, hashish oil or any other controlled substance into the human body, including, but not limited to:
  - a. Metal, wooden, acrylic, glass, stone, plastic or ceramic pipes with or without screens, permanent screens, hashish heads or punctured metal bowls.
  - b. Water pipes.
  - c. Carburetion tubes and devices.
  - d. Smoking and carburetion masks.
  - e. Roach clips; meaning objects used to hold burning material such as a marijuana cigarette, that has become too small or too short to be held in the hand.
  - f. Miniature cocaine spoons and cocaine vials.
  - g. Chamber pipes.
  - h. Carburetor pipes.
  - i. Electric pipes.

- j. Air-driven pipes.
- k. Chillums.
- l. Bongs.
- m. Ice pipes or chillers.
- n. Vaporizers.
- o. E-cigarettes when used as a delivery device for controlled substances.

In determining whether an object is drug paraphernalia, school authorities shall consider, in addition to all other logically relevant factors; statements by an owner or by anyone in control of the object concerning its use; the proximity of the object, in time and space, to a direct violation of this policy; the proximity of the object to controlled substances; the existence of any residue or controlled substances on the object; direct or circumstantial evidence of the intent of an owner, or of anyone in control of the object; to deliver it to persons whom ~~s/he~~ **they** knows, or should reasonably know; intend to use the object to facilitate a violation of this policy; the innocence of an owner or of anyone in control of the object, as to a direct violation of this policy, should not prevent a finding that the object is intended for use or designed for use as drug paraphernalia; instructions, oral or written, provided with the object concerning its use; descriptive materials accompanying the object which explain or depict its use; national and local advertising concerning its use; the manner in which the object is displayed for sale; whether the owner, or anyone in control of the object, is a legitimate supplier of like or related items to the community, such as a licensed distributor or dealer of tobacco products; direct or circumstantial evidence of the ratio of sales of the objects to the total sales of the business enterprise; the existence and scope of legitimate uses for the object in the community; and expert testimony concerning its use.

~~Immediate precursor - a substance which is designated as being a principal compound commonly used or produced primarily for use, and which is an immediate chemical intermediary used or likely to be used in the manufacture of a controlled substance.~~[\[2\]](#)

Look-alike drugs - substances that are designed or intended to resemble (in appearance or odor) a controlled substance prohibited by this policy, or used in a manner likely to induce others to believe the material is a controlled substance.

Manufacture - the production, preparation, propagation, compounding, conversion or processing of a controlled substance, other drug or device or the packaging or repackaging of such substance or articles but does not include the activities of a practitioner who, as an incident to ~~his/her~~ **their** administration, or dispensing such substance or article in the course of ~~his/her~~ **their** professional practice, prepares, compounds, packages or labels such substance or article. The term manufacturer means a person who manufactures a controlled substance, other drug or device.[\[2\]](#)

Marijuana - consists of all forms, species and/or varieties of the genus Cannabis sativa L., whether growing or not; the seeds therefore; the resin extracted from any part of such plant; and every compound, manufacture, salt, derivative, mixture or preparation of such plant, its seeds or resin.[\[2\]](#)

Narcotic - means any of the following, whether produced directly or indirectly by extraction from substances of vegetable origin, or independently by means of chemical synthesis or by a combination of extraction and chemical synthesis: (i) opium, (ii) any opiate having an addiction-forming or addiction-sustaining capacity similar to morphine, but not including the isoquinoline alkaloids or opium, (iii) any compound, manufacture, salt, derivative or preparation of opium or any opiate, and (iv) any substance, compound, manufacture, salt derivative or preparation thereof, which is chemically identical with any of the substances referred to in (i), (ii) or (iii).[\[2\]](#)

Possession, active - to possess or hold without attempt to distribute any controlled substance.

Possession, constructive - a person's ability and intent to exercise control over, individually or with other persons, any controlled substance. Ability and intent to control a prohibited substance may be inferred from all the circumstances.

Prescription medication - consists of medication prescribed by a licensed physician and requiring administration during school hours in accordance with the procedures set forth in Board policy.[3][4]

Reasonable suspicion - is generally defined as a conclusion arrived at by a reasonable, prudent and conscientious mind, from facts at hand; it is not caused by such improper motives as a dislike for the student or malice, but only from the facts which are known. If they logically, rationally, and in the exercise of good common sense, lead a reasonable, prudent and discrete person to conclude that a student has illegal material on school property or on his/her **their** person, this is a reasonable suspicion, but there must be a fair and conscientious consideration of only the facts that are known.

~~Uncooperative behavior - is the student's resistance or refusal, either oral, physical or passive, to comply with reasonable school personnel requests or recommendations. Defiance, assault, deceit and flight are examples of uncooperative student behavior. Uncooperative behavior includes refusal to comply with Multi-Tiered Systems of Supports Team requests and recommendations.~~

Under the influence - shall include any consumption or ingestion of controlled substances by a student.

### Authority

The Board prohibits any student from knowingly possessing, using, ~~transmitting, manufacturing, selling,~~ distributing or being under the influence of any controlled substance, which specifically includes drug paraphernalia, during travel to and from school; on school property; in school buses, vans or other vehicles used by, owned by, leased by or under the control of the district; while participating in a school activity/event held away from the school; while under the supervision of the district as part of cyber program or other virtual platform; or who conspires, aids, or abets **in** the use, abuse, active possession or constructive possession, **or distribution** of controlled substances.[5][6][7]

The following rules, regulations, and guidelines shall be used by all district personnel when situations involve students' unlawful possession, use, ~~transmission, manufacturing, sale, distributing~~ **distribution** and/or abuse of controlled substances or drug paraphernalia.

Appropriate disciplinary action will be taken by the Board as outlined in applicable Board policy.[8][9][10]

In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[11][12][13][14][15][16]

### Off-Campus Activities

This policy shall also apply to student conduct that occurs off school property, or during nonschool hours to the same extent as provided for in Board Policy 218.[8]

### Delegation of Responsibility

The Superintendent or his/her designee shall **may** develop administrative guidelines/~~regulations~~ to identify and control substance abuse in the schools which:

1. Establish procedures to appropriately manage situations involving students suspected of using, possessing, being under the influence, or distributing controlled substances.[17][18][19]
2. Disseminate to students, parents/guardians, and staff the Board policy and administrative guidelines/regulations governing student use of controlled substances.

### Guidelines

## Medication

The administration of all medication shall be in accordance with applicable Board policy.[3][4]

## Responsibility

All personnel of the school district shall report to their immediate supervisor any student, employee, or other person who violates the Board's controlled substance ~~prohibition~~ **policies**.

The supervisors shall report such information to the Superintendent immediately and confirm the same in writing as soon as possible relating to the specific sequence of events in each case.

In accordance with state law, the Superintendent shall annually, by July 31, report all incidents of possession, use or sale of controlled substances to the Office for Safe Schools.[16][18]

## Search and Seizure

Appropriate searches **for** and seizures of ~~contraband~~ **controlled substances** on school premises shall be conducted in compliance with Board policy. Student searches must be justified at their inception by reasonable suspicion that policy or law has been violated or is being violated, and that evidence of the violation will be disclosed by the search. The search actually conducted must be reasonable related in scope to the circumstances which justified the search at its inception.[20]

## Violation of Policy for Possession and/or Use

A student who violates this policy shall be subject to the ~~following disciplinary, rehabilitative and punitive actions~~ **consequences set forth herein and in other Board policy and administrative guidelines**. The Board reserves the right to use any other lawful measures deemed necessary to control and eliminate the use **and/or possession** of controlled substances even if the same is not provided for specifically in any rule or regulation enumerated herein.[8][10]

An infraction occurs when a student ~~manufactures, uses, abuses,~~ possesses, actively or constructively, or is under the influence of controlled substances or drug paraphernalia during travel to and from school, on school property, in school buses, vans or other vehicles, used by or owned by, leased by, or under control of the district, or while participating in a school activity/event held away from school premises, or at any school-sponsored activity anywhere, while under the supervision of the district as part of a cyber program or other virtual platform, or who conspires, aides, or abets the use, ~~abuse,~~ **or** active possession or constructive possession of controlled substances.

### *First Offense –*

1. The principal will be immediately notified of any **alleged** violation of this policy. The principal shall initiate appropriate disciplinary action in accordance with the district's policies.[8][10]
2. The principal or designee will meet with the student to ascertain the circumstances related to a possible policy violation.
3. The principal or designee will promptly notify the student's parent(s)/guardian(s) concerning the incident and will seek additional information that could guide disposition of the possible policy violation.[16][21][22]
4. The student may be sent home or removed from the school to receive medical attention, if required. When parent(s)/guardian(s) cannot be reached, the principal or ~~other school authority~~ or **designee** will decide to obtain medical treatment for the student or to temporarily isolate the student.
5. The principal **or designee** will notify the appropriate legal authorities for investigation and disposition, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[16]

6. ~~The principal or designee will schedule a hearing in accordance with Board policy.[10]~~
7. **6.** Should it be determined the offense was committed by the student, the student will be externally suspended from school for ten (10) **school** days.

#### *Second Offense –*

1. Any person who violates this policy a second time commits a second offense. All requirements, procedures, due process, and penalties that govern a first offense under this policy will apply under the second offense. In addition, the following disciplinary action and requirements apply:
  - a. ~~The student will obtain a drug and alcohol assessment and will comply with all assessment recommendations as a condition for readmission to school after the suspension or required rehabilitation. Any student who receives a second offense and who refuses to obtain a drug and alcohol assessment, or who obtains the assessment and does not comply with the assessment recommendations, will~~ **may** be recommended for expulsion. Expulsion is exclusion from school by the Board for a period that exceeds ten (10) school days and may be permanent.[10]

#### *Additional Requirements –*

Any student who violates this policy (regardless of the number of offenses) will:

1. ~~Be assessed by a licensed drug and alcohol designated facility, or similar type alternative program approved by the administration, and comply with any recommendations from the evaluation and any recommendations that follow, until the date of discharge from the provider, not to exceed one (1) calendar year. If the recommendations are not followed, the student will be recommended for expulsion. Further, the student must successfully complete the assessment within seven (7) days of the informal hearing, by a drug and alcohol facility, or district approved program.[10]~~
2. Parent(s)/Guardian(s) may select similar type alternative programs for students to attend as specified in paragraph (1) above. However, parent(s)/guardian(s) must have the principal's written approval prior to any student's participation in an alternative program. Prior to receiving the principal's written approval for a student to attend an alternative program, parent(s)/guardian(s) must give written consent to the principal or designee to obtain all complete records when the student attends an alternative program. The district will not pay any expense incurred by the student or parent(s)/guardian(s) when the student participates in an alternative program. **Be referred to the appropriate agency for counseling and treatment.**
3. While a student is suspended out-of-school and attending the alternate education program, s/he **they** shall not participate in or attend as a spectator any school-sponsored activity. School-related and/or school-sponsored activities include, but are not limited to, clubs, musical groups, publications, athletics, and other activities such as National Honor Society, Student Council, and **school or** class activities (**including but not limited to** spirit week, Homecoming, class trips, fundraisers, dances, proms, **and or** commencement).[10]
4. Eligibility for participation in school extracurricular activities (including athletics, clubs, and organizations) shall be further limited in accordance with the Extracurricular Code of Conduct.[23]
5. ~~If the student refuses to participate in or does not successfully complete the programs mentioned herein, as scheduled by the district, the student will be recommended for expulsion.[10]~~

#### Violation for Distribution

A student who violates this policy **for distribution** shall be subject to the following disciplinary, rehabilitative, and punitive actions **consequences**. The Board reserves the right to use any other lawful measures deemed necessary to control and eliminate the use and distribution of controlled substances even if the same is not provided for specifically in any rule or regulation enumerated herein. An

infraction occurs when a student attempts to or succeeds in ~~delivering, distributing, or transmitting~~ **distributing** controlled substances or possesses **controlled substances** with the intent to distribute, deliver or transmit.[8][10]

#### *First Offense –*

1. The principal will be immediately notified of any **alleged** violation of this policy. The principal shall initiate appropriate disciplinary action in accordance with the district's policies.[8][10]
2. The principal or designee will meet with the student who will explain the circumstances related to a possible policy violation.
3. The principal or designee will promptly notify the student's parent(s)/guardian(s) concerning the incident and will seek additional information that could guide disposition of the possible policy violation.[16][21][22]
4. The principal will notify the appropriate legal authorities for appropriate investigation and disposition, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[16]
5. ~~The principal or designee will schedule a hearing in accordance with Board policy.[10]~~
6. **5.** Should it be determined the offense was committed by the student, the student will be externally suspended from school for ten (10) **school** days, and a Board hearing shall be held with administration recommendation for ~~exclusion~~ **expulsion** of the student from school for period to be determined by the Board.[10]
7. **6.** Refer to The student **will be referred** to an appropriate agency for counseling and treatment.
8. **7.** While a student is suspended out-of-school and attending the alternate education program, s/he **they** shall not participate in or attend as a spectator any school-sponsored activity. School-related and/or school-sponsored activities include, but are not limited to, clubs, musical groups, publications, athletics, and other activities such as National Honor Society, Student Council, and **school or** class activities (**including but not limited to** spirit week, Homecoming, class trips, fundraisers, dances, proms, and commencement).[10]
9. **8.** Eligibility for participation in school extracurricular activities (including athletics, clubs, and organizations) shall be further limited in accordance with the Extracurricular Code of Conduct.[23]

#### Anabolic Steroids

In addition to the consequences in this policy, anabolic steroid use bears additional consequences in regard to extracurricular participation.

The Board prohibits the use of anabolic steroids, except for valid medical purposes, by any student involved in school-related athletics or extracurricular activities. Body building and muscle enhancement, increasing muscle bulk or strength, or the enhancement of athletic ability are not valid medical purposes. Human Growth Hormone (HGH) shall not be included as an anabolic steroid under the provisions of the law.[24]

Education regarding the dangers of anabolic steroids shall be provided in other district controlled substance (drug and alcohol) programs.[25]

The following minimum penalties are prescribed for any student found in violation of the anabolic steroid regulations required above, in addition to the consequences outlined in this policy. Violation of those rules and regulations include:[26]

1. First Offense – the student shall be suspended from school athletics and extracurricular activities for the remainder of the season.

2. Second Offense – the student shall be suspended from school athletics and extracurricular activities for the remainder of the season and the following season.
3. Third Offense – the student shall be permanently suspended from school athletics and extracurricular activities.

No student shall be eligible to resume participation in school athletics or extracurricular activities unless there has been a medical determination that no residual evidence of steroids exists. The Board may require participation in any drug counseling, rehabilitation, testing, or other programs, beyond those already detailed herein, as a condition of reinstatement into a school athletic or extracurricular activities program.[\[26\]](#)

### Student Seeking Help

Any student who is self-referred, or who is voluntarily referred by anyone else and who seeks help with a controlled substance use/abuse and/or dependency, and who is not under the immediate influence of a controlled substance is not subject to the provisions of this policy as outlined for first offenses ~~violations~~.

School personnel to whom a student reports, and from whom ~~s/he~~ **they** seeks help ~~may consult with the student, or~~ may refer the student to a faculty member designated by the principal (e.g., counselor, Intervention Specialist, Multi-Tiered Systems of Supports Team, nurse, etc.).

~~If help is required, the designated faculty member may advise and assist the student in seeking appropriate psychological, medical, or other types of help.~~

~~If medical treatment appears necessary, the parent(s)/guardian(s) shall be notified.~~

~~Follow-up by the Intervention Specialist or MTSS case manager with the student and the referral agency shall be imperative.~~

### Multi-Tiered Systems of Supports Team

#### *Referral Phase –*

Referrals may come from a multitude of sources. Staff, students, parents/guardians, etc., may inform the Multi-Tiered Systems of Supports Team of any suspicions, issues, behaviors, or concerns that appear to be ~~drug/alcohol~~ **controlled substance** or mental health related. Community concerns also will be noted and these will be investigated if they seem appropriate.

#### *Assessment Phase –*

Once a referral has been received and considered, appropriate members of the team will be assigned to start the tracking by collecting data from attendance, discipline, counselors, and the nurse. These records will be reviewed by the whole team and a decision made to get further information from the appropriate teachers or to make an alternate assignment immediately. All data collected from teachers on observable behavior, academic performance, and physical appearance will be confidential. If the data strongly suggests ~~D/A or M/H~~ **controlled substance or mental health** concerns, the team may have the Intervention Specialist complete a screening. Once fully satisfied that the student's profile reflects ~~D/A or M/H~~ **a controlled substance or mental health** concerns an intervention will be planned.

#### *Intervention Phase –*

During this phase the Intervention Specialist will be actively involved in determining the appropriate modality of treatment and proper placement (in-patient or out-patient).

This may require meetings with the student, or student and parent/guardian where information that has been gathered is discussed and options are explored.

### Suspected Visitors

Visitors suspected of using, possessing, transmitting, manufacturing, selling, transporting, or distributing **or being under the influence of** controlled substances or of encouraging or promoting such activity while on school property or during the course of school-sponsored activities shall be reported to the building principal, who shall report the visitors to local law enforcement officials, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[16][27][28]

#### Reasonable Suspicion/Testing

If based on the student's behavior, medical symptoms, vital signs or other observable factors, the building principal has reasonable suspicion that the student is under the influence of a controlled substance, the student may be required to submit to drug or alcohol testing. The testing may include but is not limited to the analysis of blood, urine, saliva, or the administration of a Breathalyzer test.

#### Use of Breathalyzer **Passive, Non-Invasive breath tests**

**At the discretion of the district, at certain non-compulsory district-sponsored or related events, including events conducted on or away from district property,** ~~All students, whether during the school day, prior to or during an extracurricular, interscholastic, or other school-related or school-sponsored function, whether conducted on or away from school property, may be~~ **subjected to a passive, non-invasive breath test as a condition of attendance.** ~~required to submit to a Breathalyzer as a condition of participation in the extracurricular, interscholastic, or other school-related or school-sponsored function.~~

~~It is not the intent of the policy to randomly test students. It is the intent of the Breathalyzer procedure to serve as a deterrent to students attending district functions after consuming alcohol.~~

Refusal to submit to a Breathalyzer **passive, non-invasive breath test** procedure will be considered to be a positive test and the student will be disciplined in accordance with Board policy.[8]

#### Legal

[1. 21 U.S.C. 812](#)

[2. 35 P.S. 780-102](#)

3. Pol. 210

4. Pol. 210.1

[5. 22 PA Code 12.3](#)

[6. 24 P.S. 510](#)

[7. 24 P.S. 511](#)

8. Pol. 218

9. Pol. 227

10. Pol. 233

[11. 20 U.S.C. 1400 et seq](#)

[12. 22 PA Code 10.23](#)

13. Pol. 103.1

14. Pol. 113.1

15. Pol. 113.2

16. Pol. 805.1

[17. 24 P.S. 1302.1-A](#)

[18. 24 P.S. 1303-A](#)

[19. 42 Pa. C.S.A. 8337](#)

20. Pol. 226

[21. 22 PA Code 10.2](#)

[22. 22 PA Code 10.25](#)

23. Pol. 122AG2

[24. 35 P.S. 807.1](#)

[25. 35 P.S. 807.2](#)

[26. 35 P.S. 807.3](#)

27. Pol. 904

28. Pol. 907

[35 P.S. 780-101 et seq](#)

[35 P.S. 807.1 et seq](#)

[22 PA Code 10.21](#)

[22 PA Code 10.22](#)

[22 PA Code 403.1](#)

[20 U.S.C. 7114](#)

[20 U.S.C. 7118](#)

[21 U.S.C. 801 et seq](#)

[34 CFR Part 300](#)

Pol. 000

Pol. 122

Pol. 236

Pol. 805



|               |                          |
|---------------|--------------------------|
| Book          | Policy Manual            |
| Section       | 200 Students             |
| Title         | Suspension and Expulsion |
| Code          | 233                      |
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| Last Reviewed | June 22, 2015            |

### Purpose

The Board recognizes that exclusion from the educational program of the schools, whether by suspension or expulsion, is the most severe sanction that can be imposed on a student and one that cannot be imposed without due process. The Board shall define and publish the types of offenses that would lead to exclusion from school. Exclusions affecting students with disabilities shall be governed by applicable state and federal law and regulations.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)

### Authority

The Board may, after a proper hearing, suspend or expel a student for such time as it deems necessary, or may permanently expel a student.[\[2\]](#)[\[6\]](#)[\[7\]](#)

### Guidelines

#### Exclusion From School - Suspension

The principal or person in charge of the school may suspend any student for disobedience or misconduct for a period of one (1) to ten (10) consecutive school days and shall immediately notify the parent/guardian and the Superintendent in writing when the student is suspended.[\[2\]](#)[\[7\]](#)

No student may be suspended without notice of the reasons for which ~~s/he~~ **the student** is suspended and an opportunity to be heard on ~~his/her~~ **their** own behalf before the school official who holds the authority to reinstate the student. Prior notice is not required where it is clear that the health, safety or welfare of the school population is threatened. Suspensions may not be made to run consecutively beyond the ten-school day period.[\[2\]](#)

When a suspension exceeds three (3) school days, the student and parent/guardian shall be given the opportunity for an informal hearing with the designated school official **within the first five (5) school days of the suspension.**[\[2\]](#)[\[6\]](#)

Informal hearings under this provision shall be conducted by the building principal or ~~his/her~~ designee.

### Purpose of Informal Hearing

The purpose of the informal hearing is to permit the student to explain the circumstances surrounding the event leading to the suspension, to show why the student should not be suspended, and to discuss ways to avoid future offenses.[6]

#### Due Process Requirements for Informal Hearing

1. The student and parent/guardian shall be given written notice of the reasons for the suspension.  
[6]
2. The student and parent/guardian shall receive sufficient notice of the time and place of the informal hearing.
3. The student may question any witnesses present at the informal hearing.
4. The student may speak and produce witnesses.
5. The school district shall offer to hold the informal hearing within five (5) days of the suspension.

#### Exclusion From Class - In-School Suspension

No student may receive an in-school suspension without notice of the reasons for which ~~s/he~~ **the student** is suspended and an opportunity to be heard prior to the time the suspension becomes effective. The parent/guardian shall be informed of the suspension action taken by the school.[3]

Should the in-school suspension exceed ten (10) consecutive school days, the student and parent/guardian shall be offered an informal hearing with the building principal. Such hearing shall take place prior to the eleventh day of the in-school suspension. The procedure shall be the same as the procedure for informal hearings held in connection with out-of-school suspensions.[3][6]

The district shall provide for the student's education during the period of in-school suspension.[3]

~~The Superintendent or his/her designee shall develop administrative guidelines pertaining to in-school suspension and Saturday School.~~

#### Expulsion

Expulsion is exclusion from school by the Board for a period exceeding ten (10) consecutive school days. The Board may permanently expel from the district rolls any student whose misconduct or disobedience warrants this sanction. No student shall be expelled without an opportunity for a formal hearing before the Board, a duly authorized committee of the Board, or a qualified hearing examiner appointed by the Board, and upon action taken by the Board after the hearing.[2][6][7]

~~A building principal may request that the Superintendent authorize the expulsion of a student.~~

~~The Superintendent shall recommend to the Board expulsion of the student, and shall support his/her recommendation with a comprehensive written report. The Superintendent shall also provide the Board with documentation that the student and his/her parents/guardians have received proper notification of the hearing and the student's rights.~~

#### Expulsion Hearings

A formal hearing shall be required in all expulsion actions.[2][6][7][8]

The formal hearing shall observe the due process requirements of:[6]

1. Notification of the charges in writing by certified mail to the student's parent/guardian.
2. At least three (3) days' notice of the time and place of the hearing, which shall include a copy of this policy, hearing procedures, and notice of the right to representation by legal counsel. A student may request the rescheduling of the hearing when ~~s/he~~ **the student** demonstrates good cause for an extension.

3. The hearing shall be private unless the student or parent/guardian requests a public hearing.
4. Representation by counsel at the parent's/guardian's expense and parent/guardian may attend the hearing.
5. Disclosure of the names of witnesses against the student and copies of their written statements or affidavits.
6. The right to request that witnesses against the student appear in person and answer questions or be cross-examined.
7. The right to testify and present witnesses on the student's behalf.
8. A written or audio record shall be kept of the hearing and a copy made available to the student at the student's expense, or at no charge if the student is indigent.
9. The hearing shall be held within fifteen (15) school days of the notice of charges, unless a delay is mutually agreed to by both parties or is delayed by:
  - a. The need for laboratory reports from law enforcement agencies.
  - b. Evaluations or other court or administrative proceedings are pending due to a student's invoking ~~his/her~~ **their** rights under the Individuals with Disabilities Education Act (IDEA).
  - c. Delay is necessary due to the condition or best interests of the victim in cases of juvenile or criminal court involving sexual assault or serious bodily injury.
10. Notice of a right to appeal the results of the hearing shall be provided to the student with the expulsion decision.

### Adjudication

A written adjudication shall be issued after the Board has acted to expel a student. The adjudication may include additional conditions or sanctions.[\[9\]](#)

### Attendance/School Work During Suspension and Prior to Expulsion

Students serving an out-of-school suspension must make up missed exams and work, and shall be permitted to complete assignments pursuant to established guidelines.[\[2\]](#)[\[10\]](#)

Students who are facing an expulsion hearing must be placed in their normal classes if the formal hearing is not held within the ten-school day suspension, subject to certain limitations.

If it is not possible to hold the formal hearing within the first ten (10) school days, the school district may exclude such a student from class for up to five (5) additional – fifteen (15) total – school days if, after an informal hearing, it is determined that the student's presence in ~~his/her~~ **their** normal class would constitute a threat to the health, safety or welfare of others.

Any further exclusion prior to a formal hearing may be only by mutual agreement. Such students shall be given alternative education, which may include home study.

### Attendance/School Work After Expulsion

Students who are under ~~seventeen (17)~~ **eighteen (18)** years of age are still subject to compulsory school attendance even though expelled and shall be provided an education. ~~Beginning with the academic year 2020-2021, compulsory school age shall mean no later than age six (6) until age eighteen (18); at that time, students under eighteen (18) years of age shall be subject to compulsory school attendance, and even though expelled, shall be provided an education.~~[\[2\]](#)[\[10\]](#)[\[11\]](#)

The parent/guardian has the initial responsibility of providing the required education and shall, within thirty (30) days, submit written evidence to the school that the required education is being provided or that they are unable to do so. If the parent/guardian is unable to provide for the required education, the school district shall, within ten (10) days of receipt of the parent's/guardian's notification, make provision for the student's education.

The Board may provide an educational program to the student immediately upon expulsion and may waive the 30-day period, at its discretion.

### Students With Disabilities

A student with a disability shall be provided educational services as required by state and federal laws and regulations and Board policies.[12][13]

### Alternative School

Assignment to ~~an~~ the ~~Alternative School~~ or other alternative education program shall be in accordance with Board policy.[14]

### Delegation of Responsibility

The Superintendent or his/her designee shall **may** develop administrative guidelines to implement this policy which include:

1. Publication of a Code of Student Conduct/Disciplinary Action Schedule, in accordance with Board policy on student discipline.[15]
2. Procedures that ensure due process when a student is being deprived of the right to attend school.
3. Regulations regarding student records which require that records of disciplinary suspension be maintained in accordance with Board policy on student records.[16]
4. The name of a student who has been disciplined shall not become part of the agenda or minutes of a public meeting, nor part of any public record of the Board. Such students may be designated by code.
5. Any student who has been expelled may apply for readmission to school upon such conditions as may be imposed by the Board.
6. Procedures for lesser levels of discipline including after-school detention, **Saturday School and in-school suspension.**

### Legal

- [1. 20 U.S.C. 1400 et seq](#)
- [2. 22 PA Code 12.6](#)
- [3. 22 PA Code 12.7](#)
- [4. 22 PA Code 14.143](#)
- [5. 34 CFR Part 300](#)
- [6. 22 PA Code 12.8](#)
- [7. 24 P.S. 1318](#)
- [8. 2 Pa. C.S.A. 101 et seq](#)
- [9. 2 Pa. C.S.A. 101](#)
10. Pol. 204
- [11. 24 P.S. 1326](#)
12. Pol. 113

13. Pol. 113.1

14. Pol. 132

15. Pol. 218

16. Pol. 216

[22 PA Code 12.3](#)

Pol. 000



|                     |                      |
|---------------------|----------------------|
| Book                | Policy Manual        |
| Section             | 200 Students         |
| Title               | Hazing               |
| Code                | 247                  |
| Status              | First Reading        |
| Adopted             | August 1, 2015       |
| Last Revised        | September 27, 2021   |
| Prior Revised Dates | 3/25/2019, 5/26/2021 |

### **Purpose**

The purpose of this policy is to maintain a safe, positive environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the district and are prohibited at all times.

### **Definitions**

**Hazing** occurs when a person intentionally, knowingly or recklessly, for the purpose of initiating, admitting or affiliating a student with an organization, or for the purpose of continuing or enhancing membership or status in an organization, causes, coerces or forces a student to do any of the following: [\[1\]](#)

1. Violate federal or state criminal law.
2. Consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm.
3. Endure brutality of a physical nature, including whipping, beating, branding, calisthenics or exposure to the elements.
4. Endure brutality of a mental nature, including activity adversely affecting the mental health or dignity of the individual, sleep deprivation, exclusion from social contact or conduct that could result in extreme embarrassment.
5. Endure brutality of a sexual nature.
6. Endure any other activity that creates a reasonable likelihood of bodily injury to the student.

**Aggravated hazing** occurs when a person commits an act of hazing that results in serious bodily injury or death to the student and: [\[2\]](#)

1. The person acts with reckless indifference to the health and safety of the student; or

2. The person causes, coerces or forces the consumption of an alcoholic liquid or drug by the student.

**Organizational hazing** occurs when an organization intentionally, knowingly or recklessly promotes or facilitates hazing or aggravated hazing.[3][4]

Any activity, as described above, shall be deemed a violation of this policy regardless of whether: [5]

1. The consent of the student was sought or obtained, or
2. The conduct was sanctioned or approved by the school or organization.

**Student activity or organization** means any activity, society, corps, team, club or service, social or similar group, operating under the sanction of or recognized as an organization by the district, whose members are primarily students or alumni of the organization.[6][7]

For purposes of this policy, **bodily injury** shall mean impairment of physical condition or substantial pain.[8]

For purposes of this policy, **serious bodily injury** shall mean bodily injury which creates a substantial risk of death or which causes serious, permanent disfigurement, or protracted loss or impairment of the function of any bodily member or organ.[8]

### **Authority**

The Board prohibits hazing in connection with any student activity or organization regardless of whether the conduct occurs on or off school property or outside of school hours.[4][5][7][9][10]

No student, parent/guardian, coach, sponsor, volunteer, or district employee shall engage in, condone or ignore any form of hazing.

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

### **Title IX Sexual Harassment and Other Discrimination**

Every report of alleged hazing that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination and ~~discriminatory~~ **Title IX sexual** harassment shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a hazing investigation, potential issues of discrimination or ~~discriminatory~~ **Title IX sexual** harassment are identified, the Compliance Officer and Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged hazing.[11][12]

### **Delegation of Responsibility**

Students, parents/guardians, coaches, sponsors, volunteers, and district employees shall be alert to incidents of hazing and shall report such conduct to the building principal or designee.

When a student's behavior indicates a threat to the safety of the student, other students, school employees, school facilities, the community or others, district staff shall report the student to the threat assessment team, in accordance with applicable law and Board policy.[13][14]

**The Superintendent or designee may establish administrative guidelines necessary to implement this policy.**

### **Guidelines**

In addition to posting this policy on the district's publicly accessible website, the district shall inform students, parents/guardians, sponsors, volunteers and district employees of the district's policy prohibiting hazing, including district rules, penalties for violations of the policy, and the program established by the district for enforcement of the policy by means of publication in handbooks and verbal instructions by the coach or sponsor at the start of the season or program.[4]

This policy, along with other applicable district policies, procedures and Codes of Conduct, shall be provided to all school athletic coaches and all sponsors and volunteers affiliated with a student activity or organization, prior to coaching an athletic activity or serving as a responsible adult supervising, advising, assisting or otherwise participating in a student activity or organization together with a notice that they are expected to read and abide by the policies, procedures and Codes of Conduct.[7]

### Complaint Procedure

A student who believes that they have been subject to hazing, is encouraged to promptly report the incident to the building principal or designee.

Students are encouraged to use the district's report form (247AG1), available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

The Board directs that verbal and written complaints of hazing shall be provided to the building principal or designee, who shall promptly notify the Superintendent or designee of the allegations and determine who shall conduct the investigation. Allegations of hazing shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of hazing brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be hazing under this policy but merits review and possible action under other Board policies.

### Interim Measures/Police

Upon receipt of a complaint of hazing, the building principal or designee, in consultation with the Superintendent or designee, shall determine what, if any interim measures should be put in place to protect students from further hazing, bullying, discrimination or retaliatory conduct related to the alleged incident and report. Such interim measures may include, but not be limited to, the suspension of an adult who is involved, the separation of alleged victims and perpetrators, and the determination of what the complaining student needs or wants through questioning.

Those receiving the initial report and conducting or overseeing the investigation will assess whether the complaint, if proven, would constitute hazing, aggravated hazing or organizational hazing and shall report it to the police consistent with district practice and, as appropriate, consult with legal counsel about whether to report the matter to the police at every stage of the proceeding. The decision to report a matter to the police should not involve an analysis by district personnel of whether safe harbor provisions might apply to the person being reported, but information on the facts can be shared with the police in this regard.[15]

### *Referral to Law Enforcement and Safe Schools Reporting Requirements –*

For purposes of reporting hazing incidents to law enforcement in accordance with Safe Schools Act reporting, the term **incident** shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act.[16][17][18]

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents, as defined in the Safe Schools Act, committed by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[\[16\]](#)[\[17\]](#)[\[19\]](#)[\[20\]](#)[\[21\]](#)[\[22\]](#)

The Superintendent or designee shall notify the parent/guardian of any student directly involved in a defined incident as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.[\[16\]](#)[\[22\]](#)[\[23\]](#)

In accordance with state law, the Superintendent shall annually, by July 31, report all new incidents to the Office for Safe Schools on the required form.[\[17\]](#)[\[22\]](#)

### Confidentiality

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

### Retaliation

Reprisal or retaliation relating to reports of hazing or participation in an investigation of allegations of hazing is prohibited and shall be subject to disciplinary action, up to and including expulsion.

### Consequences for Violations

#### *Safe Harbor –*

An individual needing medical attention or seeking medical attention for another shall not be subject to criminal prosecution if the individual complies with the requirements under law, subject to the limitations set forth in law.[\[15\]](#)

#### *Students –*

If the investigation results in a substantiated finding of hazing, the investigator shall recommend appropriate disciplinary action up to and including expulsion, as circumstances warrant, in accordance with the Code of Student Conduct. The student may also be subject to disciplinary action by the coach or sponsor, up to and including removal from the activity or organization. The fact of whether a student qualified for and received safe harbor under a criminal investigation shall be considered in assigning discipline.[\[4\]](#)[\[7\]](#)[\[15\]](#)[\[24\]](#)[\[25\]](#)

#### *Nonstudent Violators/Organizational Hazing -*

If the investigation results in a substantiated finding that a coach, sponsor, or volunteer affiliated with the student activity or organization engaged in, condoned or ignored any violation of this policy, the coach, sponsor, or volunteer shall be disciplined in accordance with Board policy and applicable laws and regulations. Discipline could include, but is not limited to, dismissal from the position as coach, sponsor, or volunteer, and/or dismissal from district employment.[\[26\]](#)

If an organization is found to have engaged in organizational hazing, it shall be subject to the imposition of fines and other appropriate penalties. Penalties may include rescission of permission for that organization to operate on school property or to otherwise operate under the sanction or recognition of the district.

#### *Criminal Prosecution –*

Any person or organization that causes or participates in hazing may also be subject to criminal prosecution.[\[4\]](#)

Legal

[1. 18 Pa. C.S.A. 2802](#)

[2. 18 Pa. C.S.A. 2803](#)

[3. 18 Pa. C.S.A. 2804](#)

[4. 18 Pa. C.S.A. 2808](#)

[5. 18 Pa. C.S.A. 2806](#)

[6. 18 Pa. C.S.A. 2801](#)

[7. 24 P.S. 511](#)

[8. 18 Pa. C.S.A. 2301](#)

9. Pol. 122

10. Pol. 123

11. Pol. 103

12. Pol. 103.1

[13. 24 P.S. 1302-E](#)

14. Pol. 236.1

[15. 18 Pa. C.S.A. 2810](#)

[16. 22 PA Code 10.2](#)

[17. 24 P.S. 1303-A](#)

[18. 35 P.S. 780-102](#)

[19. 22 PA Code 10.21](#)

[20. 22 PA Code 10.22](#)

[21. 24 P.S. 1302.1-A](#)

22. Pol. 805.1

[23. 22 PA Code 10.25](#)

24. Pol. 218

25. Pol. 233

26. Pol. 317

[22 PA Code 10.23](#)

[18 Pa. C.S.A. 2801 et seq](#)

Pol. 113.1

Pol. 916



|                     |                        |
|---------------------|------------------------|
| Book                | Policy Manual          |
| Section             | 200 Students           |
| Title               | Bullying/Cyberbullying |
| Code                | 249                    |
| Status              | First Reading          |
| Adopted             | August 1, 2015         |
| Last Revised        | September 27, 2021     |
| Prior Revised Dates | 3/25/2019, 5/26/2021   |

### **Purpose**

The district recognizes that bullying and intimidation have a negative effect on the learning environment. Students who are intimidated and fearful cannot give their education the single-minded attention needed for success. Bullying can also lead to more serious violence. Every student has a right to an education and to be safe in and around school.

### **Definitions**

**Bullying** means an intentional electronic, written, verbal, or physical act or series of acts directed at another student or students, which occurs in a school setting and/or outside a school setting, that is severe, persistent, or pervasive and has the effect of doing any of the following: (1) substantially interfering with a student's education; (2) creating a threatening environment; or (3) substantially disrupting the orderly operation of the school.[\[1\]](#)

**Bullying**, as defined in this policy, includes cyberbullying.

**School setting** means in the school, on school grounds, in school vehicles, at a designated bus stop, or at any activity sponsored, supervised, or sanctioned by the school.[\[1\]](#)

### **Authority**

The Board prohibits all forms of bullying by district students.[\[1\]](#)

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

Students are encouraged to use the district's report form (249AG1), available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

The Board directs that verbal and written complaints of bullying shall be investigated promptly, and appropriate corrective or preventative action shall be taken when allegations are substantiated. The Board directs that any complaint of bullying brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be bullying under this policy but merits review and possible action under other Board policies.

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

### Title IX Sexual Harassment and Other Discrimination

Every report of alleged bullying that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a bullying investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged bullying.[\[4\]](#)[\[5\]](#)

### Confidentiality

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

### Retaliation

Reprisal or retaliation relating to reports of bullying or participation in an investigation of allegations of bullying is prohibited and shall be subject to disciplinary action up to and including expulsion.[\[6\]](#)

### **Delegation of Responsibility**

Each student shall be responsible to respect the rights of others and to ensure an atmosphere free from bullying.

### **The Superintendent or designee may develop administrative guidelines to implement this policy.**

The Superintendent or his/her designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Board.[\[1\]](#)

District administration shall annually provide the information required by law on the Safe School Report, or the current required documentation.[\[1\]](#)

### **Guidelines**

The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.[\[1\]](#)[\[7\]](#)[\[8\]](#)

This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district website. It shall be reviewed with students at least once every school year.[\[1\]](#)

### Education

The district may develop, implement and evaluate bullying prevention and intervention programs and activities. Programs and activities shall provide district staff and students with appropriate training for effectively responding to, intervening in and reporting incidents of bullying.[\[1\]](#)[\[9\]](#)[\[10\]](#)[\[11\]](#)

### Consequences for Violations

Students found to have **violated this policy** ~~bullied others~~ shall be subject to the **appropriate** consequences set forth in applicable Board policy, consistent with the Code of Student Conduct/Disciplinary Action Schedule. Students may also be subject to counseling. [\[1\]](#)[\[6\]](#)[\[8\]](#)

Depending on the severity of the incident, the principal or ~~his/her~~ designee may also take appropriate steps to ensure student safety. These may include, but are not limited to: implementing a safety plan; separating and supervising the students involved; providing staff support for students as necessary; reporting incidents to law enforcement, if appropriate, in the principal's or designee's sole discretion; and developing a supervision plan with parents/guardians.

#### Legal

[1. 24 P.S. 1303.1-A](#)

[2. 24 P.S. 1302-E](#)

3. Pol. 236.1

4. Pol. 103

5. Pol. 103.1

6. Pol. 233

[7. 22 PA Code 12.3](#)

8. Pol. 218

[9. 20 U.S.C. 7118](#)

[10. 24 P.S. 1302-A](#)

11. Pol. 236

Pol. 000

Pol. 113.1



|               |                        |
|---------------|------------------------|
| Book          | Policy Manual          |
| Section       | 800 Operations         |
| Title         | Student Transportation |
| Code          | 810                    |
| Status        | First Reading          |
| Adopted       | August 1, 2015         |
| Last Revised  | October 23, 2017       |
| Last Reviewed | June 22, 2015          |

### **Purpose**

Transportation for students shall be provided in accordance with law and Board policy.

### **Authority**

The Board shall provide transportation for resident students in grades kindergarten through 12 to the district's public schools and charter, regional charter and nonpublic schools located in the district or within the district's transportation boundary or other placements as required by law or agreements. The district's transportation boundary is a distance not exceeding ten (10) miles by the nearest public highway outside the school district's border.

The Board shall provide transportation for students living within the prescribed limits when walking conditions to the school are found to be hazardous by the Department of Transportation.

The Board shall provide transportation for students with disabilities, without regard to distance or hazardous walking conditions, when required by the student's individualized education program (IEP) or Section 504 Service Agreement.

The Board shall provide transportation for children in foster care in accordance with federal and state laws and regulations, and the local transportation plan.

The Board shall provide transportation for homeless children and youths in accordance with federal and state laws and regulations.

The Board shall provide transportation for home education students as required by law.

The Board shall contract for school bus services for transportation of students to and from school at regularly scheduled hours and for field trips and extracurricular activities. [\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)

A school bus driver shall not be employed until ~~s/he has~~ **they have** complied with the mandatory background check requirements for criminal history and child abuse and the district and/or contractor has evaluated the results of that screening process.[\[6\]](#)[\[7\]](#)

The Board prohibits any diesel-powered motor vehicle weighing 10,001 pounds or more to idle for more than **five (5)** minutes in any continuous 60-minute period while parked, loading or unloading, except as allowed by law.[\[8\]](#)

The Board shall ensure that permanent signs, notifying drivers of the idling restrictions, are maintained on district property at locations where diesel-powered motor vehicles weighing 10,001 pounds or more load or unload. Signs shall also be posted at locations that provide 15 or more parking spaces for such diesel-powered motor vehicles.[\[23\]](#)

### **Delegation of Responsibility**

The Superintendent or ~~his/her~~ designee shall be responsible to:

1. Establish administrative ~~regulations~~ **guidelines** that specify the number of chaperones to accompany students in connection with school-related activities and field trips.[\[5\]](#)[\[9\]](#)
2. Prepare a district map or schedule indicating each bus stop and bus route.[\[5\]](#)
3. Maintain records and make required reports regarding school transportation.[\[3\]](#)[\[5\]](#)
4. Distribute rules governing student conduct during transport; such rules shall be binding on all students transported by the district.[\[5\]](#)[\[10\]](#)
5. **As necessary, promulgate administrative guidelines to implement this policy.**

### **Reports of Employee Crimes/Child Abuse**

~~District bus drivers and/or the district's transportation contract carriers shall be responsible to inform the district in writing at the beginning of each school year whether or not they or any of their employees:~~

- ~~1. Have been charged, subsequent to approval as a district bus driver, with a criminal offense that would bar their employment as bus drivers or contracted service providers.~~
- ~~2. Were charged with a crime deemed serious under the criteria established by law.[\[6\]](#)~~
- ~~3. Have been charged with or convicted of crimes that affect their suitability to have direct contact with students.~~

~~This responsibility is in addition to the requirement for clearances that must be presented to the district when an individual is initially hired by the district or the contract carriers.[\[11\]](#)~~

~~The district and contract carriers shall have procedures in place to ensure they are notified by their employees when the employees are charged with crimes or child abuse. The procedures shall also include the provision that the failure on the part of employees to make such a timely notification shall subject them to disciplinary action, including termination.[\[12\]](#)~~

~~If any bus driver has been charged as stated in this policy, the transportation contract carriers shall, in their written, yearly notification, include the name of the employee, nature of the offense, and the status of the disposition. The district will review this information to determine if the employee shall continue to transport district students.~~

### **Guidelines**

**For purposes of this policy, the term "bus" shall include, but not be limited to, all district buses, vehicles or other conveyances.**

### **Evacuation Drills**

Bus evacuation drills shall be conducted twice a year and reported to the Pennsylvania Department of Education, in accordance with law and Board policy.[31][32][33]

The following guidelines are established for providing transportation to all students residing in the district:

## GENERAL CONDITIONS

### Eligibility for Transportation

Transportation is not provided to elementary students who live within one (1) mile or secondary students who live within (1 1/2 miles for secondary students) of their school unless the route has been identified as hazardous by the Pennsylvania Department of Transportation (PENNDOT).[2][13]

In the event of redistricting, transportation is the responsibility of the parent/guardian for students who are given the option to remain at their original school and elect to do so. If parents/guardians provide transportation to an existing stop for the original school and there is space available on the bus, students are may be permitted to ride that bus.

If students are placed by the administration district at a school other than their home school of residence for reasons other than special education services, parents/guardians will be responsible to provide transportation.

### General Guidelines

Parents/Guardians must realize that bus stop assignments cannot be customized to meet every individual need and still be part of an efficient and economical transportation system.

Determination of The location of bus stops on a particular vehicle's route will be determined solely by the district pursuant to these guidelines, and to maximize route efficiency.

Parents/Guardians are responsible for the safety of their child(ren) prior to boarding the bus and from the time after the child is discharged from the bus.

The district will comply with state and federal laws related to sexual offenders in regard to bus stop location.

The district cannot consider factors that are associated with individual family or parental situations in determining bus stop location. Such concerns are expected to be resolved by the family or parent/guardian, not the district. Examples of concerns expected to be resolved by parent/guardian include but are not limited to:

1. Parent/Guardian not being able to see child student walking to bus stop and/or waiting at bus stop.
2. Neighborhood feuds or conflicts with nearby residents.
3. Change in parent's/guardian's work schedule.
4. Parent/Guardian not able to walk to bus stop with child because of other obligations.

### Large or Dangerous Objects

Pennsylvania Department of Transportation regulations mandate that The interior of a school bus must be free of objects which could cause injury. Objects must be secured and the aisles and emergency exits cannot be blocked. The following must be adhered to at all times:

1. No items can may be placed in the driver's compartment, doorway, or aisle. These areas must be kept clear to exit in case of emergencies.
2. Animals are not permitted on the bus except as otherwise required by law.[14]

3. Large musical instruments or school projects are not permitted on the bus unless they can be held on the student's lap.
4. Items may not be placed under seats, ~~as they can become projectiles upon impact.~~
5. Objects that endanger other students are strictly prohibited. Such objects include, but are not limited to, glass objects, large metal objects, and certain sports equipment that is large and cumbersome, including but not limited to skis, skateboards, or ice skates, unless the ice skates are in an enclosed bag.

### Bus Routing/Stops

~~Consistent with Board policy, e~~ Elementary students may be asked to walk up to one (1) mile to a bus stop, and secondary students may be asked to walk up to, 1 1/2 miles to a bus stop, unless the walking route has been identified as hazardous by the Pennsylvania Department of Transportation (PENNDOT) PennDOT, in which case those regulations shall apply, or if the bus stop location does not otherwise meet state standards. [13][15]

Bus stops will not normally be scheduled more than four (4) bus stops per mile, except where dictated by conditions such as a lack of visibility, lack of berm, speed limits, etc or other relevant conditions.

Bus stops will not normally be established for less than the following number of students: elementary-six (6); middle-eight (8); and high school-ten (10).

Bus stops may be adjusted if the number of students at a bus stop results in congestion that excessively interferes with the normal flow of roadway traffic, or if the bus stop waiting area is not large enough to accommodate the number of students assigned to the stop. ~~A reasonable effort should be made by parents/guardians to not block traffic while waiting at a bus stop on foot or in a vehicle.~~

~~For any student who is authorized to use the district transportation but does not use it on a regular basis (within a 2 week period) during the school year, the student's bus assignment will be dropped from the transportation roster unless the Transportation Office is notified by the parent/guardian that bus service is required. If the bus assignment and service is not reinstated during the school year, the student will not receive a bus assignment for the following year unless the Transportation Office is notified by the parent/guardian on or before August 1<sup>st</sup> of the school year that the bus assignment is necessary. During the school year, a bus assignment for transportation may be re-established upon the Transportation Office being requested to do so. Reinstating transportation service during the school year could take up to 5 school days.~~

~~If consistent with route efficiency, an effort will be made to schedule routes so that the first pick-up stops in the A.M. shall be the first drop-off stops in the P.M.~~

No transported students will cross Routes 3, 30, 100, 202, 322, or 352 or 926 on foot.

For any student who is authorized to use the district transportation but does not use it on a regular basis (within a two (2) week period) during the school year, the student's bus assignment will be dropped from the transportation roster unless the district's Transportation Office is notified by the parent/guardian that bus service is required. During the school year, a bus assignment for transportation may be re-established upon written request to the district's Transportation Office. Reinstating transportation service during the school year may take up to five (5) school days.

Buses will not travel into developments under construction, or if built in phases into any phase thereof, prior to complete build-out of the phase if applicable, unless the following criteria are met:

1. The A stop outside of the development does not meet the criteria elsewhere in the guidelines Board policy or administrative guideline or other law.
2. The bus carrier agrees to travel on the thoroughfare.

3. The parents/guardians requesting the exception provide an agreement in a form acceptable to the district in which the building contractor/developer, residents, and home owners association **agree to indemnify and** hold harmless the district and **its bus contractor carrier**.

In general, all bus stops will remain unchanged year to year unless it is determined that a bus stop does not meet the criteria of this policy or if ~~bus~~ route efficiency can be improved.

Bus stops, including those in developments, will be at intersections unless **another location is required in order to comply with law, regulation, Board policies, administrative guidelines, or routing efficiency.** ~~allowed according to procedures in other sections of this policy.~~

~~The number of students assigned to load a bus will not exceed the official capacity of the bus.~~

Total time for students from home to school or school to home will be limited as much as possible to no more than **one (1) hour** within the district boundaries. For students attending schools outside of the district, the riding time limit ~~is~~ **may** extended past the **one (1) hour** limit according to the driving time needed to get to/from schools ~~s~~ outside the district boundaries ~~iesy~~.

Buses shall ~~generally~~ avoid entering cul-de-sacs, **private roadways**, or one-entrance way developments unless the district deems it necessary in accordance with these guidelines, and if buses can navigate such developments in accordance with state or federal law or regulation concerning transportation practices.

~~All buses entering a development will, whenever possible, follow the same route. Stops for different schools will be at different points along the route of travel of buses.~~

~~If a loop run is scheduled in a development, all loop runs will follow the same route. Bus stop sizes will be maintained.~~

Mixed buses (elementary, middle, and high school **secondary** combined) will follow the guidelines **applicable** for the youngest **students**. ~~age group when entering a development.~~

#### Nonpublic Students and Charter School Students

Transportation shall be provided to and from school for the regular school program for all resident students attending nonprofit, nonpublic schools as required by law. **[1]** Parents/guardians of nonprofit, nonpublic school students seeking transportation shall notify the district's Transportation Office on or before July 1<sup>st</sup> if their student requires bus transportation by the district.

District busing will be provided to the nonpublic schools for the same number of days as the district public school. **District buses will pick up nonpublic school students for early dismissals the same number of times as district public school students have early dismissals.**

~~District busing will be provided to the charter schools in accordance with state law.~~ **[16]**

~~Any student transported outside district boundaries will not normally have a bus ride within the district of more than 1 hour.~~

Transfer points will be used for buses picking up students from a geographic area for multiple schools.

Transfer points are not bus stops. Parents/Guardians are not permitted to use a transfer point as a pick up or drop off location for their **student child(ren)**.

~~District buses will pick up nonpublic school students for early dismissals the same number of times as district public school students have early dismissals.~~

#### Bus Discipline

~~Bus d-Discipline shall be in accordance with~~ **is a school responsibility pursuant to Board policy and administrative guidelines.** **[10]**

## **RIDING BUSES OTHER THAN AS ASSIGNED (DAILY EXCEPTIONS)**

Changes in bus assignment will be permitted only for urgent reasons. The decision to permit district students to ride a bus other than the one to which they are regularly assigned shall be made by the building principal or designee and district Transportation Manager. Such requests shall be required in writing from a parent/guardian and countersigned by the approving administrator for presentation to the driver.

In no case shall a bus be permitted to operate with a load that is above its rated capacity.

~~Changes in bus assignment should be permitted only for urgent reasons such as:~~

- ~~1. Medical services.~~
- ~~2. Tutoring (as approved by the school).~~
- ~~3. Home emergencies.~~

Students not residing in the district may not ride private or public school district buses unless special permission has been granted by the district's Transportation Manager ~~Director of Business Affairs.~~

## **TRANSPORTATION OF STUDENTS WITH DISABILITIES**

Parents/Guardians requesting special transportation services for their child(ren) student based on the child(ren)'s student's disability shall be evaluated by the district as required by state and federal laws and regulations. [24][19][18][20][21][22]

If the district's Transportation Office receives a request from a parent/guardian to make a change from a current busing arrangement based on a disability, the district's Transportation Office will direct the parent/guardian to the Director of Pupil Services ~~Department.~~

~~The Pupil Services Department will send the proper paperwork to the parent/guardian and alert the public school building principal of the parent/guardian request. Parents/Guardians of nonpublic school students will receive the same information and be assigned to a public school depending on the attendance area in which the student resides.~~

~~Within 60 calendar days of the building principal's receipt of the Parent Request Form, the district will complete the evaluation and notify the parents/guardians as outlined in the 504 Request Cover Letter.~~

~~If a Section 504 or IEP team needs to meet, the Transportation Manager or a designee from the Transportation Office will attend the meeting.~~

The district's Transportation Office will implement special transportation arrangements within five (5) days after receiving an initial or updated a Section 504 Service Agreement or IEP specifying such arrangements from the Pupil Services Department or the building principal.

## **OTHER TRANSPORTATION EXCEPTIONS**

The granting of special transportation services is based only on the disability or physical handicap of the child student transported as required by state and federal laws and regulations. [24][19][18][20][21][22]

The school district shall not grant special transportation services to accommodate the disabilities or other circumstances concerning caregivers, siblings, or other individuals excluded from the legal requirements of special transportation services. The transportation services include, but are not limited to, changing bus stop locations and changing walking distances.

## **DISAGREEMENT OVER ASSIGNED STOP/ROUTE**

Requests for changes/additions of bus stops or routes shall be directed to the district's Transportation Manager in writing. Such requests may come from a parent/guardian or concerned member of the community.

~~Building principals, on behalf of the parents/guardians, may request a change or addition of a stop or route by contacting the Transportation Manager directly.~~

A decision to grant a change/addition to bus stops or routes shall be through consensus of the Transportation Manager representing the district and the independent bus contractor, in accordance with these guidelines Board policy and administrative guidelines, law and regulations, relevant contracts, and routing efficiency. The final decision rests with the district Transportation Manager and will be provided in writing by the Transportation Manager.

~~As a remedy to a parent/guardian disagreement over an assigned bus stop/route, o~~ On a limited basis, the Transportation Manager may approve a permanent change in the student's assigned stop to another existing bus stop if there is sufficient bus capacity and available space at the alternate bus stop location. The alternative bus stop location must already exist in for the current school year.

~~Notification of any changes shall be made to the following concerned parties: Transportation Manager, independent bus contractor's representative, building principal, bus driver, and parents/guardians.~~

A request for reconsideration of the Transportation Manager's final decision may be made in writing to the Board's transportation liaison or designee(s) for reviewing transportation requests. The Board transportation liaison or designee shall always work through the district's Transportation Office in making his/her their decision and shall not make decisions with parents/guardians without the knowledge of the district Transportation Office. At the request of the Board's transportation liaison or designee, other Board members may provide input to the designee(s) after completing a direct observation of the bus stop, walking route or other area relating to the requested change. The Board hereby authorizes and empowers the transportation liaison or designee(s) with the authority to affirm or amend the Transportation Manager's decision in his/her their sole and complete discretion. Reconsideration decisions under this policy by the Board's transportation liaison or designee(s) shall be reported to the Board and shall be in writing.

Any person aggrieved by a decision of the Transportation Manager and/or the Board's transportation liaison or designee(s) retains the right to request that the Board reconsider the decision or action, which the Board may or may not choose to do, in its sole and complete discretion. A decision by the Board or Board designee thereof in an individual case shall have no precedential impact upon the Transportation Manager's implementation of this policy in other cases.

Implementation of the final decision shall generally occur within a five (5) day period.

#### Legal

[1. 24 P.S. 1361](#)

[2. 24 P.S. 1362](#)

[3. 22 PA Code 23.1](#)

[4. 22 PA Code 23.2](#)

[5. 22 PA Code 23.4](#)

[6. 24 P.S. 111](#)

[7. 23 Pa. C.S.A. 6344](#)

[8. 35 P.S. 4601 et seq](#)

9. Pol. 121

10. Pol. 810.3

11. Pol. 304

12. Pol. 317

[13. 67 PA Code 447.1 et seq](#)

14. Pol. 718

[15. 67 PA Code 104.3](#)

[16. 24 P.S. 1726-A](#)

[18. 20 U.S.C. 1400 et seq](#)

[19. 22 PA Code 15.6](#)

[20. 29 U.S.C. 794](#)

21. Pol. 103.1

22. Pol. 113

[23. 67 PA Code 212.101](#)

[24. 22 PA Code 14.131](#)

[22 PA Code 15.1 et seq](#)

[22 PA Code 23.3](#)

[22 PA Code 23.6](#)

[22 PA Code 8.1 et seq](#)

[23 Pa. C.S.A. 6301 et seq](#)

[24 P.S. 1331](#)

[24 P.S. 1365](#)

[24 P.S. 1366](#)

[24 P.S. 1374](#)

[24 P.S. 2541](#)

[24 P.S. 2542](#)

[49 CFR Part 37](#)

[49 CFR Part 38](#)

[67 PA Code 171.1 et seq](#)

Pol. 000

Pol. 103

Pol. 810.2



|              |                                        |
|--------------|----------------------------------------|
| Book         | Policy Manual                          |
| Section      | 800 Operations                         |
| Title        | Transportation - Video/Audio Recording |
| Code         | 810.2                                  |
| Status       | First Reading                          |
| Adopted      | August 1, 2015                         |
| Last Revised | March 27, 2017                         |

### **Purpose**

The use of video and audio recording equipment supports efforts to maintain discipline and to ensure the safety and security of all students, staff, contractors, and others being transported on district-owned, operated, or contracted school buses or school vehicles.

### **Definitions**

**School bus** means a motor vehicle that is designed to carry eleven (11) passengers or more, including the driver, and is used for the transportation of preprimary, primary, or secondary school students to or from public, private, or parochial schools or events related to such schools or school-related activities.

[\[1\]](#)

**School vehicle** means a motor vehicle, except a motorcycle, designed for carrying no more than ten (10) passengers, including the driver, and used for the transportation of preprimary, primary, or secondary school students while registered by or under contract to the school district. The term includes vehicles having chartered, group, and party rights under the Pennsylvania Public Utility Commission and used for the transportation of school children. [\[1\]](#)

### **Authority**

The Board authorizes the use of video and audio recording on school buses and school vehicles for disciplinary and security purposes. [\[2\]](#)

The Board prohibits the use of audio recording on any school bus or school vehicle that is not being used for a school-related purpose. [\[2\]](#)

### **Delegation of Responsibility**

The Board directs the Superintendent or his/her **their** designee to ensure that:

1. Each school bus and school vehicle that is equipped with video and audio recording equipment contains a clearly posted notice informing drivers and passengers of the potential for video and audio recording. [\[2\]](#)
2. This policy is posted on the district's publicly accessible website. [\[2\]](#)[\[3\]](#)

3. Each school year, this policy is included in the student handbook and in any other district publication that sets forth the comprehensive rules, procedures and standards of conduct.[2]

### **Guidelines**

The district shall comply with the provisions of federal and state law and regulations regarding student record requirements as applicable to the district's use and disclosure of recordings.[4][5]

### Use of Recorded Documentation

Reviews of video and/or audio recordings shall be limited to the building principal, ~~Supervisor of Transportation Manager~~, and the Superintendent or ~~his/her~~ **their** designee. However, the video and/or audio recordings may be used in expulsion or other disciplinary hearings if the video and/or audio recording provides evidence in the case.

A request for review of a video and/or audio recording may be made by a student's parent/guardian if the student has been video and/or audio recorded and disciplinary action has been recommended. All requests shall be in writing and addressed to the building principal. Parents/Guardians may only view the portion of the recording that documents the alleged misbehavior of their ~~child~~ **student** on the school bus or vehicle. The building principal or ~~his/her~~ **their** designee shall be present during the viewing to ensure that such viewing shall be in accordance with the Family Educational Rights and Privacy Act.

### Record Retention

Video and/or audio recordings ~~of misbehavior~~ shall be preserved only until disposition in any disciplinary action is reached. Other video and/or audio recordings shall be **retained in accordance with the district's Record Retention Schedule or required litigation hold** ~~routinely erased/eliminated when the video and/or audio tape equipment automatically resets.~~

Legal

[1. 75 Pa. C.S.A. 102](#)

[2. 18 Pa. C.S.A. 5704](#)

[3. 24 P.S. 510.2](#)

4. Pol. 113.4

5. Pol. 216

[24 P.S. 510](#)

[20 U.S.C. 1232g](#)

Pol. 218

Pol. 805.1

Pol. 810



|               |                |
|---------------|----------------|
| Book          | Policy Manual  |
| Section       | 800 Operations |
| Title         | Bus Conduct    |
| Code          | 810.3          |
| Status        | First Reading  |
| Adopted       | August 1, 2015 |
| Last Reviewed | June 22, 2015  |

### **Purpose**

Bus conduct shall be ~~maintained~~ in accordance with applicable law, state regulations, and Board policy ~~for~~ **to ensure** the safety of all students using school transportation.[1][2]

### **Authority**

The Board has the authority to make reasonable and necessary rules governing the conduct of students in school. All students are considered under the jurisdiction of the bus conduct regulations if being transported via a district-~~sponsored~~ **bus or** vehicle. The Board is responsible for the adoption of policies and establishment of criteria and procedures governing discipline related to transportation for both public and nonpublic school students.

### **Guidelines**

**For purposes of this policy, the term 'bus' shall include, but not be limited to, all district buses, vehicles or other conveyances.**

Bus transportation is a privilege extended only to students who display good conduct while preparing to ride, riding, ~~and~~ **or** leaving the bus. Failure to follow the rules can create an unsafe environment on or around the bus, which increases the risk of injury or accident for all the other riders and drivers.

Consistent with **Board policy and administrative guidelines** ~~the Student Discipline Policy~~, all students are considered to be under the jurisdiction of **the district discipline regulations** while going to, remaining at and returning from school, or at any school-sponsored activity.[3]

District students who fail to comply with the rules may be suspended and/or removed indefinitely from their bus if the violation warrants. More serious incidents may involve suspension or expulsion from school and possible police action.[1][3][4]

In accordance with the ~~identical~~ transportation rules and consequences which apply to district students, the district may refuse to provide transportation or to provide reimbursement for any such transportation or in any other way comply with law for a nonpublic, **charter or home education** ~~school~~ student who violates the district's **policies and administrative guidelines** ~~discipline regulations~~.

Bus conduct for special education students shall be in compliance with special education regulations.[5]  
[6]

Parents/Guardians are responsible for transporting their child student to and from school if the child student has been excluded from bus transportation for disciplinary reasons.[1]

The Superintendent or designee may promulgate administrative guidelines to implement this policy.

Legal

[1. 22 PA Code 23.4](#)

2. Pol. 810

3. Pol. 218

4. Pol. 233

5. Pol. 113

6. Pol. 113.1

[24 P.S. 510](#)

[24 P.S. 1361](#)



|              |                  |
|--------------|------------------|
| Book         | Policy Manual    |
| Section      | 900 Community    |
| Title        | School Visitors  |
| Code         | 907              |
| Status       | First Reading    |
| Adopted      | August 1, 2015   |
| Last Revised | October 26, 2020 |

### **Authority**

The Board welcomes and encourages interest in district educational programs and other school-related activities. The Board recognizes that such interest may result in visits to school by parents/guardians, adult residents, educators and other officials. To ensure order in the schools and to protect students and employees, it is necessary for the Board to establish policy governing school visits. [\[1\]](#)

### **Delegation of Responsibility**

The Superintendent or designee and building principal have the authority to prohibit the entry of any individual to a district school, in accordance with Board guidelines and state and federal law and regulations.

The Superintendent or designee and building principal may limit visitors to designated areas or may limit the number of visitors to a district school when necessary to protect the health and safety of students, staff and the public.

The Superintendent or designee shall develop administrative ~~regulations~~ **guidelines** to implement this policy and control access to school buildings and school classrooms.

### **Guidelines**

Unauthorized visitors will not be permitted in school buildings, on school grounds or to interfere with the education process of a school. All visitors must report to the building office directly upon entering school property to secure permission to conduct a visitation, provide any required information or identification to protect the health and safety of students, staff and the school community, as well as to receive a visitor's pass. All visitors shall be required to submit to a ~~Raptor~~ **the Visitor Management System (VMS)** scan (or other such building level security program that may exist) to proceed beyond the building office.

Visitation shall be scheduled appointments. Appointments with teachers **or other district employees** shall be before or after school, during planning periods, or at a mutually convenient time. Visitors may not interrupt a teacher **or other district employees** who is teaching or supervising students.

No visitor may confer with a student during the school day without prior permission from the building principal or designee. An exception to this policy may apply in connection with the cooperation with law enforcement officials, probation officers, or as may otherwise be required by law.

Visitors to the building for volunteer purposes shall also comply with applicable Board policy.[2]

### Classroom Visitations

Parents/Guardians may request to visit their child's classroom, but the request must be made prior to the visit, in accordance with the established administrative guideline ~~(907AG1)~~ and by submission of ~~(907AG2) Parent-Visitation/Observation Form.~~[\[1\]](#)[\[3\]](#)

### Military Personnel

Members of the active and retired Armed Forces, including the National Guard and Reserves, shall be permitted to:[\[4\]](#)[\[5\]](#)

1. Visit and meet with district employees and students when such visit is in compliance with Board policy and district procedures.
2. Wear official military uniforms while on district property.

#### Legal

[1. 24 P.S. 510](#)

2. Pol. 916

[3. 22 PA Code 14.108](#)

[4. 24 P.S. 2402 \(Military Uniform\)](#)

5. Pol. 250

Pol. 705

Pol. 709

Pol. 805.1

**WEST CHESTER AREA SCHOOL DISTRICT**

**June 26, 2023 SCHOOL BOARD MEETING**

**CONSENT AGENDA RESOLUTION**

**Approval of School Board Treasurer's Report and Statement of Disbursements  
Summary Schedule for the Period of May 1, 2023 to May 31, 2023**

The Treasurer's Report includes the schedules of the School District's cash balances for the General Fund, Activity/Trust Funds, and Cafeteria Fund; the investments schedule for the General Fund, Capital Reserve and Capital Project Funds; the schedule of disbursements for all funds, and the debit memos and check register for all funds. The Statement of Disbursements Summary Lists total expenditures by fund for the period.

Approval is requested for the Treasurer's Report and the disbursements listed on the Statement of Disbursements Summary for the period of May 1 to May 31, 2023 totaling \$38,102,113.08.

I so move.

*The Treasurer's Report is available in its entirety on the business office webpage and in the Board Meeting packet posted on School Board webpage at [www.wcasd.net](http://www.wcasd.net). Please contact the School Board Secretary for any hard copies of the report.*

John T. Scully  
School Board Treasurer

WEST CHESTER AREA SCHOOL DISTRICT  
CASH BALANCE STATEMENT  
MAY 31, 2023

CASH BALANCE APRIL 30, 2023 \$ 21,895,829.42

RECEIPTS MAY 1, 2023 - MAY 31, 2023

|                                  |                  |
|----------------------------------|------------------|
| GENERAL FUND                     | \$ 42,060,134.40 |
| CAPITAL RESERVE FUND             | \$ 1,365.98      |
| CAPITAL RESERVE FUND- FACILITIES | \$ 115.00        |
| CAPITAL PROJECTS FUND            | \$ -             |
| SPECIAL REVENUE FUND-ATHLETICS   | \$ 8,720.00      |
| TRUST FUNDS                      | \$ 1,582.84      |

TOTAL RECEIPTS MAY 1, 2023 - MAY 31, 2023 \$ 42,071,918.22

AVAILABLE FUNDS MAY 1, 2023 - MAY 31, 2023 \$ 63,967,747.64

DISBURSEMENTS MAY 1, 2023 - MAY 31, 2023

CHECKS & EFT'S APPROVED JUNE 26, 2023 ck #40093415-40093556,ck #40093557,ck #40093558-40093710,ck #40093711-40093857,ck #40093858-40093971,ck #40093972-40094085,eft #V1006586-V1006606,eft #V1006607-V1006634,eft #V1006635-V1006652,eft #V1006653-V100666,eft #V1006667-V1006693

|                                | <u>CHECKS</u> | <u>EFT'S</u> | <u>TOTAL</u> |
|--------------------------------|---------------|--------------|--------------|
| GENERAL FUND                   | 4,906,055.33  | 251,440.67   | 5,157,496.00 |
| CAPITAL RESERVE FUNDS          | 441,721.99    | -            | 441,721.99   |
| CAPITAL PROJECTS FUND          | 665,757.17    | -            | 665,757.17   |
| SPECIAL REVENUE FUND-ATHLETICS | 24,879.36     | 5,752.20     | 30,631.56    |
| TRUST FUNDS                    | 207,456.73    | 724.00       | 208,180.73   |
| TOTAL                          | 6,245,870.58  | 257,916.87   | 6,503,787.45 |

VOIDS AND OTHER DISBURSEMENTS MAY 1, 2023 - MAY 31, 2023

|                                | <u>VOIDS</u> | <u>DEBIT MEMOS</u> | <u>INVESTMENTS</u> | <u>TOTAL</u>  |
|--------------------------------|--------------|--------------------|--------------------|---------------|
| GENERAL FUND                   | (21,223.50)  | 31,124,645.61      |                    | 31,103,422.11 |
| CAPITAL RESERVE FUND           | -            | -                  | -                  | -             |
| CAPITAL PROJECTS FUND          | -            | -                  | -                  | -             |
| SPECIAL REVENUE FUND-ATHLETICS | (221.00)     | -                  | -                  | (221.00)      |
| TRUST FUNDS                    | (1,250.00)   | -                  | -                  | (1,250.00)    |
| TOTAL                          | (22,694.50)  | 31,124,645.61      | -                  | 31,101,951.11 |

TOTAL DISBURSEMENTS MAY 1, 2023 - MAY 31, 2023

|                                | <u>CHECKS/VOIDS</u> | <u>EFT'S/DEBIT MEMOS</u> | <u>INVESTMENTS</u> | <u>TOTAL</u>  |
|--------------------------------|---------------------|--------------------------|--------------------|---------------|
| GENERAL FUND                   | 4,884,831.83        | 31,376,086.28            | -                  | 36,260,918.11 |
| CAPITAL RESERVE FUND           | 441,721.99          | -                        | -                  | 441,721.99    |
| CAPITAL PROJECTS FUND          | 665,757.17          | -                        | -                  | 665,757.17    |
| SPECIAL REVENUE FUND-ATHLETICS | 24,658.36           | 5,752.20                 | -                  | 30,410.56     |
| TRUST FUNDS                    | 206,206.73          | 724.00                   | -                  | 206,930.73    |
| TOTAL                          | 6,223,176.08        | 31,382,562.48            | -                  | 37,605,738.56 |

CASH BALANCE MAY 31, 2023 \$ 26,362,009.08

WEST CHESTER AREA SCHOOL DISTRICT  
DISBURSEMENT APPROVAL REPORT  
MAY 31, 2023

|                                | <u>VOIDS</u> | <u>DEBIT MEMOS</u> | <u>INVESTMENTS</u> | <u>TOTAL</u>  |
|--------------------------------|--------------|--------------------|--------------------|---------------|
| GENERAL FUND                   | (21,223.50)  | 31,124,645.61      | -                  | 31,103,422.11 |
| CAPITAL RESERVE FUND           | -            | -                  | -                  | -             |
| CAPITAL PROJECTS FUND          | -            | -                  | -                  | -             |
| SPECIAL REVENUE FUND-ATHLETICS | (221.00)     | -                  | -                  | (221.00)      |
| TRUST FUNDS                    | (1,250.00)   | -                  | -                  | (1,250.00)    |
| TOTAL                          | (22,694.50)  | 31,124,645.61      | -                  | 31,101,951.11 |

CHECKS & EFT'S APPROVED JUNE 26, 2023 ck #40093415-40093556,ck #40093557,ck #40093558-40093710,ck #40093711-40093857,ck #40093858-40093971,ck #40093972-40094085,eft #V1006586-V1006606,eft #V1006607-V1006634,eft #V1006635-V1006652,eft #V1006653-V100666,eft #V1006667-V1006693

|                                | <u>CHECKS</u> | <u>EFT'S</u> | <u>TOTAL</u> |
|--------------------------------|---------------|--------------|--------------|
| GENERAL FUND                   | 4,906,055.33  | 251,440.67   | 5,157,496.00 |
| CAPITAL RESERVE FUND           | 441,721.99    | -            | 441,721.99   |
| CAPITAL PROJECTS FUND          | 665,757.17    | -            | 665,757.17   |
| SPECIAL REVENUE FUND-ATHLETICS | 24,879.36     | 5,752.20     | 30,631.56    |
| TRUST FUNDS                    | 207,456.73    | 724.00       | 208,180.73   |
| TOTAL                          | 6,245,870.58  | 257,916.87   | 6,503,787.45 |

TOTAL DISBURSEMENTS FOR APPROVAL JUNE 26, 2023

|                                | <u>CHECKS/<br/>VOIDS</u> | <u>DEBIT MEMOS/<br/>EFT'S</u> | <u>INVESTMENTS</u> | <u>TOTAL</u>  |
|--------------------------------|--------------------------|-------------------------------|--------------------|---------------|
| GENERAL FUND                   | 4,884,831.83             | 31,376,086.28                 | -                  | 36,260,918.11 |
| CAPITAL RESERVE FUND           | 441,721.99               | -                             | -                  | 441,721.99    |
| CAPITAL PROJECTS FUND          | 665,757.17               | -                             | -                  | 665,757.17    |
| SPECIAL REVENUE FUND-ATHLETICS | 24,658.36                | 5,752.20                      | -                  | 30,410.56     |
| TRUST FUNDS                    | 206,206.73               | 724.00                        | -                  | 206,930.73    |
| TOTAL                          | 6,223,176.08             | 31,382,562.48                 | -                  | 37,605,738.56 |

## INVESTMENT BALANCE STATEMENT

Page 3

**END-OF-MONTH: May 31, 2023**

| INSTRUMENT                                     | INSTITUTION      | PURCHASE<br>DATE | DUE<br>DATE | %<br>RATE | PREVIOUS<br>Mo. Balance | INTEREST<br>MONTH | AMOUNT               |
|------------------------------------------------|------------------|------------------|-------------|-----------|-------------------------|-------------------|----------------------|
| <b><u>GENERAL FUND</u></b>                     |                  |                  |             |           |                         |                   |                      |
| PSDLAF-General Fund Acct.                      | PSDMAX-9101063   |                  | *           | 4.878%    | 126,182.82              | 522.75            | 126,705.57           |
| INVEST-Tax Appeals Fund                        | INVEST 4-001     |                  | *           | 4.939%    | 295,063.28              | 1,237.64          | 296,300.92           |
| INVEST-General Fund                            | INVEST 6-001     |                  | *           | 4.939%    | 20,520,073.14           | 42,959.82         | 5,679,291.33         |
| CRIMs General Fund                             | Fulton Financial |                  | *           |           | <u>110,271,935.18</u>   | 264,721.80        | <u>93,536,656.98</u> |
| TOTAL GENERAL FUND AT INTEREST =               |                  |                  |             |           | 131,213,254.42          |                   | 99,638,954.80        |
| <b><u>CAPITAL RESERVE FUND</u></b>             |                  |                  |             |           |                         |                   |                      |
| East Bradford Escrow 164-54                    | PLGIT/ARM 164-54 | 7/2/13           | *           | 4.94%     | 7,411.70                | 368.47            | 7,780.17             |
| WWT Maint. Escrow 164-60                       | PLGIT/ARM 164-60 | 4/25/16          | *           | 4.94%     | 86,395.37               | 4,432.21          | 90,827.58            |
| G.O.B. Series of 2021                          | PLGIT/ARM 0077   | 4/30/21          | *           | 4.94%     | 716,856.12              | 89,137.41         | 805,993.53           |
| CRIMs Capital Projects                         | Fulton Financial |                  | *           |           | <u>19,705,537.92</u>    | 86,955.01         | <u>19,792,492.93</u> |
| TOTAL CAPITAL RESERVE FUND AT INTEREST =       |                  |                  |             |           | 20,516,246.24           |                   | 20,697,139.34        |
| <b><u>CAPITAL PROJECT FUND INVESTMENTS</u></b> |                  |                  |             |           |                         |                   |                      |
| East Bradford Escrow 164-54                    | PLGIT/ARM 164-54 | 7/2/13           | *           | 4.94%     | 80,328.50               |                   | 80,328.50            |
| WWT Maint. Escrow 164-60                       | PLGIT/ARM 164-60 | 4/25/16          | *           | 4.94%     | 968,991.10              |                   | 968,991.10           |
| G.O.B. Series of 2021                          | PLGIT/ARM 0077   | 4/30/21          | *           | 4.94%     | <u>20,508,334.87</u>    |                   | <u>20,508,334.87</u> |
| TOTAL CAPITAL PROJECT FUND AT INTEREST =       |                  |                  |             |           | 21,557,609.34           |                   | 21,557,609.34        |

\*Investment Accounts with Average % Yield for the period

## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                        | Transaction Amount |
|--------------|--------------|------------|---------------|------------------------------------|--------------------|
| 01           | 40093415     | 05/03/2023 | 091740        | TAX REFUNDS                        | \$233.29           |
|              | 40093416     | 05/03/2023 | 10995         | ADAMS, MICHAEL                     | \$80.00            |
|              | 40093417     | 05/03/2023 | 1003432       | AHOLD FINANCIAL SERVICES           | \$1,215.40         |
|              | 40093420     | 05/03/2023 | 1008943       | AMAZON                             | \$10,255.67        |
|              | 40093421     | 05/03/2023 | 007075        | AQUA PA                            | \$12,595.02        |
|              | 40093422     | 05/03/2023 | 007351        | ARAMARK UNIFORM SERVICES           | \$49.08            |
|              | 40093423     | 05/03/2023 | 1009869       | AVANTOR PERFORMANCE MATERIALS, LLC | \$111.15           |
|              | 40093424     | 05/03/2023 | 1007468       | BENEFIT RESOURCE INC               | \$292.50           |
|              | 40093425     | 05/03/2023 | 014300        | BLICK ART MATERIALS                | \$1,339.70         |
|              | 40093426     | 05/03/2023 | 11004         | BRISON, GREGORY                    | \$90.00            |
|              | 40093427     | 05/03/2023 | 091740        | TAX REFUNDS                        | \$951.75           |
|              | 40093428     | 05/03/2023 | 10937         | BURNS, HARRY                       | \$240.00           |
|              | 40093429     | 05/03/2023 | 1007181       | BUSINESSOLVER.COM, INC.            | \$9,847.86         |
|              | 40093431     | 05/03/2023 | 1000131       | CCRES                              | \$16,720.00        |
|              | 40093433     | 05/03/2023 | 1009453       | CENTER FOR INTERNET SECURITY INC   | \$1,388.70         |
|              | 40093434     | 05/03/2023 | 091740        | TAX REFUNDS                        | \$1,152.28         |
|              | 40093436     | 05/03/2023 | 023200        | CHESCONET                          | \$13,914.00        |
|              | 40093437     | 05/03/2023 | 024770        | CHILDREN'S BOOK WORLD              | \$2,319.17         |
|              | 40093441     | 05/03/2023 | 025930        | CLINGER, CORP., WILLIAM H.         | \$600,000.00       |
|              | 40093443     | 05/03/2023 | 10057         | COTRUFELLO, ANDRE                  | \$80.00            |
|              | 40093445     | 05/03/2023 | 1009033       | DANIELS, MARY                      | \$289.88           |
|              | 40093446     | 05/03/2023 | 1001584       | DELTA-T GROUP, INC.                | \$847.47           |
|              | 40093447     | 05/03/2023 | 1009474       | DISALVO, LAUREN & DEAN             | \$1,331.74         |
|              | 40093449     | 05/03/2023 | 1006978       | DUVALL BUS SERVICE, LLC            | \$1,900.00         |
|              | 40093450     | 05/03/2023 | 042490        | FEDERAL EXPRESS CORP               | \$34.27            |
|              | 40093451     | 05/03/2023 | 042520        | FERGUSON ENT., INC. #501           | \$678.49           |
|              | 40093453     | 05/03/2023 | 090920        | FERRARO, LARRY & ANTHONY           | \$1,292.67         |
|              | 40093455     | 05/03/2023 | 10494         | FOSTER, DEB                        | \$108.00           |
|              | 40093456     | 05/03/2023 | 9269          | FRATONI, JOSEPH                    | \$96.00            |
|              | 40093459     | 05/03/2023 | 050075        | GREAT AMERICA FINANCIAL SERVICES   | \$442.39           |
|              | 40093463     | 05/03/2023 | 091740        | TAX REFUNDS                        | \$740.76           |
|              | 40093464     | 05/03/2023 | 091740        | TAX REFUNDS                        | \$408.09           |
|              | 40093466     | 05/03/2023 | 055560        | HOME DEPOT CREDIT SERVICES         | \$321.55           |
|              | 40093467     | 05/03/2023 | 10157         | HOOVEN, RICHARD                    | \$45.00            |
|              | 40093470     | 05/03/2023 | 1008953       | INSIGHT PUBLIC SECTOR INC          | \$11,444.10        |
|              | 40093471     | 05/03/2023 | 059000        | INSTRUMENTALIST, THE               | \$301.00           |
|              | 40093472     | 05/03/2023 | 091740        | TAX REFUNDS                        | \$1,476.91         |
|              | 40093473     | 05/03/2023 | 061520        | JOSTENS                            | \$454.75           |
|              | 40093474     | 05/03/2023 | 091740        | TAX REFUNDS                        | \$1,074.10         |

## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                        | Transaction Amount |
|--------------|--------------|------------|---------------|------------------------------------|--------------------|
| 01           | 40093475     | 05/03/2023 | 1007627       | KAMOR-BARNES, HEATHER              | \$2,550.00         |
|              | 40093478     | 05/03/2023 | 1009073       | KELLY SERVICES INC                 | \$121,065.48       |
|              | 40093479     | 05/03/2023 | 9150          | KELLY, JACK                        | \$80.00            |
|              | 40093482     | 05/03/2023 | 065200        | KRAPF JR & SON INC GEORGE          | \$300.66           |
|              | 40093483     | 05/03/2023 | 065200        | KRAPF JR & SON INC GEORGE          | \$692,012.27       |
|              | 40093484     | 05/03/2023 | 1009562       | LACAYO, SELENE                     | \$357.51           |
|              | 40093486     | 05/03/2023 | 1005310       | LIBERTY TOOL                       | \$118.22           |
|              | 40093487     | 05/03/2023 | 091740        | TAX REFUNDS                        | \$570.00           |
|              | 40093488     | 05/03/2023 | 10868         | LINDSAY, CHUCK                     | \$240.00           |
|              | 40093489     | 05/03/2023 | 1004209       | LOWES COMMERCIAL SERVICES          | \$53.17            |
|              | 40093490     | 05/03/2023 | 10714         | MACCARIO, JOSEPH                   | \$90.00            |
|              | 40093491     | 05/03/2023 | 1006984       | MAGNA-MATIC                        | \$465.68           |
|              | 40093493     | 05/03/2023 | 091740        | TAX REFUNDS                        | \$497.66           |
|              | 40093494     | 05/03/2023 | 1009571       | MARSHALL DENNEHEY WARNER COLEMAN & | \$6,125.00         |
|              | 40093496     | 05/03/2023 | 10992         | MERRICK, CHRIS                     | \$45.00            |
|              | 40093497     | 05/03/2023 | 073946        | MHS                                | \$175.00           |
|              | 40093502     | 05/03/2023 | 091740        | TAX REFUNDS                        | \$384.90           |
|              | 40093503     | 05/03/2023 | 10342         | MUZZILLO, GERRY                    | \$45.00            |
|              | 40093505     | 05/03/2023 | 1009877       | PASRO                              | \$1,200.00         |
|              | 40093506     | 05/03/2023 | 080622        | PATHWAY SCHOOL, THE                | \$18,615.52        |
|              | 40093509     | 05/03/2023 | 080887        | PEDIATRIC THERAPEUTICS SVC INC     | \$120,861.60       |
|              | 40093510     | 05/03/2023 | 081550        | PEPPER & SON INC J W               | \$1,768.93         |
|              | 40093511     | 05/03/2023 | 081610        | PERFECTION LEARNING CORP           | \$1,720.88         |
|              | 40093513     | 05/03/2023 | 10687         | PILLAGALLI, MICHAEL A.             | \$55.00            |
|              | 40093515     | 05/03/2023 | 1008555       | PRO TREE SERVICES LLC              | \$8,025.00         |
|              | 40093516     | 05/03/2023 | 1007324       | PROGRAPH INC                       | \$1,095.00         |
|              | 40093517     | 05/03/2023 | 1009793       | PUTTERMAN ATHLETICS LLC            | \$2,730.52         |
|              | 40093518     | 05/03/2023 | 1009893       | QUIGLEY MOTOR COMPANY INC          | \$550.00           |
|              | 40093519     | 05/03/2023 | 9444          | RAIHALL, STEVE                     | \$45.00            |
|              | 40093520     | 05/03/2023 | 091740        | TAX REFUNDS                        | \$369.77           |
|              | 40093522     | 05/03/2023 | 084860        | RESEARCH PRESS                     | \$2,230.84         |
|              | 40093525     | 05/03/2023 | 10926         | RUTHERFORD, KIMBERLY               | \$96.00            |
|              | 40093526     | 05/03/2023 | 085995        | SADDLEBACK EDUCATIONAL INC         | \$822.92           |
|              | 40093527     | 05/03/2023 | 1007434       | SBH AWARDS LLC                     | \$205.00           |
|              | 40093530     | 05/03/2023 | 087815        | SHOP RITE OF W.C.                  | \$410.51           |
|              | 40093531     | 05/03/2023 | 1009294       | SOCIETA ONORARIA ITALICA           | \$87.50            |
|              | 40093532     | 05/03/2023 | 091740        | TAX REFUNDS                        | \$446.04           |
|              | 40093533     | 05/03/2023 | 089850        | SQUIBB CO, INC. ALVAH M.           | \$120.75           |
|              | 40093534     | 05/03/2023 | 1003601       | STEVE WEISS MUSIC                  | \$775.95           |

## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                   | Transaction Amount |
|--------------|--------------|------------|---------------|-------------------------------|--------------------|
| 01           | 40093536     | 05/03/2023 | 092110        | TEACHER'S DISCOVERY           | \$331.18           |
|              | 40093537     | 05/03/2023 | 1006796       | THG TRANSPORT, INC.           | \$9,500.00         |
|              | 40093539     | 05/03/2023 | 029320        | TRUSTMARK HEALTH BENEFITS INC | \$1,702.80         |
|              | 40093543     | 05/03/2023 | 1007699       | US MEDICAL STAFFING LLC       | \$6,091.54         |
|              | 40093547     | 05/03/2023 | 091740        | TAX REFUNDS                   | \$9.45             |
|              | 40093548     | 05/03/2023 | 1002676       | VERIZON WIRELESS              | \$1,174.57         |
|              | 40093549     | 05/03/2023 | 095857        | WENGER CORPORATION            | \$8,471.67         |
|              | 40093552     | 05/03/2023 | 098060        | WILSON LANGUAGE TRAINING CORP | \$17,071.12        |
|              | 40093555     | 05/03/2023 | 091740        | TAX REFUNDS                   | \$585.97           |
| 01 - Total   |              |            |               |                               | \$1,728,509.32     |
| 22           | 40093420     | 05/03/2023 | 1008943       | AMAZON                        | \$977.74           |
|              | 40093432     | 05/03/2023 | 021581        | CDW GOVERNMENT, INC           | \$59,685.00        |
| 22 - Total   |              |            |               |                               | \$60,662.74        |
| 27           | 40093541     | 05/03/2023 | 1007132       | UNITED TECTONICS CORP.        | \$11,561.55        |
| 27 - Total   |              |            |               |                               | \$11,561.55        |
| 29           | 40093418     | 05/03/2023 | 9024          | ALDERFER, HEIDI               | \$143.00           |
|              | 40093426     | 05/03/2023 | 11004         | BRISON, GREGORY               | \$66.00            |
|              | 40093430     | 05/03/2023 | 9959          | CACCHIONE, PATRICK            | \$77.00            |
|              | 40093435     | 05/03/2023 | 10680         | CHENG, PETE                   | \$66.00            |
|              | 40093438     | 05/03/2023 | 9474          | CHRISTOPHER, MARY SUE         | \$154.00           |
|              | 40093439     | 05/03/2023 | 9387          | CIAVARELLI, BILL              | \$77.00            |
|              | 40093440     | 05/03/2023 | 10195         | CLARK, JOSEPH                 | \$77.00            |
|              | 40093442     | 05/03/2023 | 9418          | COBB, CHRISTOPHER             | \$220.00           |
|              | 40093444     | 05/03/2023 | 9514          | CUSTER, BILL                  | \$66.00            |
|              | 40093448     | 05/03/2023 | 10103         | DUNLEAVY, TOM                 | \$77.00            |
|              | 40093452     | 05/03/2023 | 10749         | FERGUSON, JOHN                | \$77.00            |
|              | 40093454     | 05/03/2023 | 10492         | FORESTA, JEN                  | \$77.00            |
|              | 40093457     | 05/03/2023 | 10618         | GALLEN, JILL                  | \$77.00            |
|              | 40093458     | 05/03/2023 | 096980        | GOSHEN FIRE COMPANY           | \$1,000.00         |
|              | 40093460     | 05/03/2023 | 9327          | GROTHMANN, DAWN               | \$143.00           |
|              | 40093461     | 05/03/2023 | 9728          | GRUBAUGH, MYRON               | \$78.00            |
|              | 40093462     | 05/03/2023 | 10599         | HALL, GARY                    | \$61.00            |
|              | 40093465     | 05/03/2023 | 10393         | HARLAN, DAVID                 | \$77.00            |
|              | 40093468     | 05/03/2023 | 9945          | HUANG, NATHAN                 | \$61.00            |
|              | 40093469     | 05/03/2023 | 10865         | HUNTER, STEVEN                | \$74.00            |
|              | 40093480     | 05/03/2023 | 10873         | KILGALLON, KATRINA            | \$143.00           |
|              | 40093481     | 05/03/2023 | 10999         | KINZEL, MIKE                  | \$66.00            |

# West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                        | Transaction Amount |
|--------------|--------------|------------|---------------|------------------------------------|--------------------|
| 29           | 40093485     | 05/03/2023 | 9231          | LAWTHERS, LARRY                    | \$74.00            |
|              | 40093488     | 05/03/2023 | 10868         | LINDSAY, CHUCK                     | \$134.00           |
|              | 40093492     | 05/03/2023 | 10994         | MANCINELLI, PAUL                   | \$74.00            |
|              | 40093495     | 05/03/2023 | 9833          | MCNICHOL, JOHN                     | \$66.00            |
|              | 40093498     | 05/03/2023 | 9661          | MITA, FRANK                        | \$77.00            |
|              | 40093499     | 05/03/2023 | 10609         | MITCHELL, CHRIS                    | \$77.00            |
|              | 40093501     | 05/03/2023 | 9878          | MOONEY, KIM                        | \$77.00            |
|              | 40093504     | 05/03/2023 | 10384         | NEWTON, ZAIRE                      | \$66.00            |
|              | 40093507     | 05/03/2023 | 9139          | PATTERSON, RICHARD                 | \$78.00            |
|              | 40093508     | 05/03/2023 | 10540         | PAWLOWSKI, BRIDGET                 | \$77.00            |
|              | 40093512     | 05/03/2023 | 9228          | PIERSOL, DAVID                     | \$73.00            |
|              | 40093514     | 05/03/2023 | 10226         | PORRECA, ANTHONY                   | \$78.00            |
|              | 40093519     | 05/03/2023 | 9444          | RAIHALL, STEVE                     | \$77.00            |
|              | 40093521     | 05/03/2023 | 10482         | REPETTO, WILLIAM                   | \$282.00           |
|              | 40093523     | 05/03/2023 | 11000         | REVAK, BENJAMIN                    | \$66.00            |
|              | 40093524     | 05/03/2023 | 9534          | ROSS, VERNON, JR                   | \$78.00            |
|              | 40093528     | 05/03/2023 | 9651          | SCAVICCHIO, DUANNE                 | \$195.00           |
|              | 40093529     | 05/03/2023 | 9236          | SHELLER, DAVID                     | \$78.00            |
|              | 40093535     | 05/03/2023 | 10747         | SURKIN, RON                        | \$93.00            |
|              | 40093538     | 05/03/2023 | 9303          | TRIPP, DAVID                       | \$77.00            |
|              | 40093540     | 05/03/2023 | 9438          | TWOHIG, WILLIAM                    | \$77.00            |
|              | 40093542     | 05/03/2023 | 10738         | URBINE, DANIEL                     | \$73.00            |
|              | 40093544     | 05/03/2023 | 10405         | VALENTINO, JAMES                   | \$219.00           |
|              | 40093545     | 05/03/2023 | 10876         | VALERIO, PAUL                      | \$77.00            |
|              | 40093546     | 05/03/2023 | 9057          | VANSANT, WILEY S                   | \$61.00            |
|              | 40093550     | 05/03/2023 | 1004971       | WEST CHESTER UNIVERSITY-BASKETBALL | \$1,350.00         |
|              | 40093553     | 05/03/2023 | 9141          | WILSON, ROBERT, JR                 | \$183.00           |
|              | 40093554     | 05/03/2023 | 9838          | WINNING, DAVE                      | \$207.00           |
|              | 40093556     | 05/03/2023 | 9668          | ZANESKI, JOHN                      | \$146.00           |
| 29 - Total   |              |            |               |                                    | \$7,247.00         |
| 30           | 40093500     | 05/03/2023 | 075186        | MOBILE MINI, INC                   | \$291.16           |
|              | 40093551     | 05/03/2023 | 1008068       | WILLIAMS SCOTSMAN INC              | \$4,416.00         |
| 30 - Total   |              |            |               |                                    | \$4,707.16         |
| 50           | 80040470     | 05/03/2023 | 1009212       | ADVANSYNC                          | \$241.89           |
|              | 80040471     | 05/03/2023 | 1008943       | AMAZON                             | \$48.57            |
|              | 80040472     | 05/03/2023 | 1007094       | CLEAR SOUND                        | \$594.00           |
|              | 80040473     | 05/03/2023 | 1009429       | PENN HOSA INC                      | \$100.00           |

## West Chester Area School District Check Register

| Fund Charged    | Check Number | Check Date | Vendor Number | Vendor Name                    | Transaction Amount |
|-----------------|--------------|------------|---------------|--------------------------------|--------------------|
| 50              | 80040474     | 05/03/2023 | 1007953       | RHYTHMIX ENTERTAINMENT         | \$800.00           |
|                 | 80040475     | 05/03/2023 | 089914        | SPRINGFIELD COUNTRY CLUB       | \$24,390.00        |
| 50 - Total      |              |            |               |                                | \$26,174.46        |
| 51              | 80040476     | 05/03/2023 | 1008943       | AMAZON                         | \$2,003.08         |
|                 | 80040477     | 05/03/2023 | 1007485       | CMF VENDING                    | \$99.00            |
|                 | 80040478     | 05/03/2023 | 1007377       | KONA ICE OF SOUTHERN CHES CTY  | \$1,375.00         |
|                 | 80040479     | 05/03/2023 | 074430        | MILKY WAY FARM                 | \$960.00           |
|                 | 80040480     | 05/03/2023 | 082230        | PHILADELPHIA ZOO               | \$90.00            |
| 51 - Total      |              |            |               |                                | \$4,527.08         |
| 80              | 50002147     | 05/03/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$83.45            |
|                 | 50002148     | 05/03/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$47.95            |
|                 | 50002149     | 05/03/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$43.25            |
| 80 - Total      |              |            |               |                                | \$174.65           |
| Overall - Total |              |            |               |                                | \$1,843,563.96     |

# West Chester Area School District Electronic Funds Transfer Register

| Fund Charged    | Check Number | Check Date | Vendor Number | Vendor Name                       | Transaction Amount |
|-----------------|--------------|------------|---------------|-----------------------------------|--------------------|
| 01              | V1006586     | 05/03/2023 | 1002819       | BLUE DOG PRINTING AND DESIGN      | \$1,034.74         |
|                 | V1006587     | 05/03/2023 | 017340        | BSN SPORTS LLC                    | \$308.94           |
|                 | V1006588     | 05/03/2023 | 021100        | CAROLINA BIOLOGICAL               | \$758.70           |
|                 | V1006589     | 05/03/2023 | 1004703       | COMSTAR TECHNOLOGIES              | \$233.80           |
|                 | V1006590     | 05/03/2023 | 030755        | DGF PRODUCTS                      | \$33,347.15        |
|                 | V1006591     | 05/03/2023 | 036928        | EAGLE POWER TURF & TRACTOR        | \$191.88           |
|                 | V1006592     | 05/03/2023 | 043490        | FOLLETT CONTENT SOLUTIONS LLC     | \$284.46           |
|                 | V1006593     | 05/03/2023 | 043605        | FOX ROTHSCHILD LLP                | \$3,717.00         |
|                 | V1006594     | 05/03/2023 | 051180        | GOSHEN SIGN PRODUCTS              | \$153.00           |
|                 | V1006595     | 05/03/2023 | 1008511       | KEYSTONE DEAF AND HARD OF HEARING | \$241.48           |
|                 | V1006596     | 05/03/2023 | 065400        | KURTZ BROS                        | \$270.62           |
|                 | V1006597     | 05/03/2023 | 1008316       | PEAR DECK INC                     | \$1,924.00         |
|                 | V1006598     | 05/03/2023 | 002820        | RIDDELL ALL AMERICAN SPORTS CORP  | \$1,790.00         |
|                 | V1006599     | 05/03/2023 | 086700        | SCHOOL HEALTH CORPORATION         | \$117.64           |
|                 | V1006600     | 05/03/2023 | 086710        | SCHOOL SPECIALTY LLC              | \$3,114.30         |
|                 | V1006601     | 05/03/2023 | 092000        | TAYLORS MUSIC STORE               | \$2,330.73         |
|                 | V1006602     | 05/03/2023 | 1001416       | ULINE                             | \$344.87           |
|                 | V1006603     | 05/03/2023 | 095760        | WEINSTEIN SUPPLY CORPORATION      | \$461.43           |
|                 | V1006604     | 05/03/2023 | 097010        | WEST MUSIC CO.                    | \$97.14            |
|                 | V1006605     | 05/03/2023 | 1004004       | WORKPLACE CENTRAL                 | \$409.52           |
|                 | V1006606     | 05/03/2023 | 098915        | WORTHINGTON DIRECT                | \$1,592.04         |
| 01 - Total      |              |            |               |                                   | \$52,723.44        |
| 50              | V5000566     | 05/03/2023 | 1002819       | BLUE DOG PRINTING AND DESIGN      | \$105.00           |
|                 | V5000567     | 05/03/2023 | 1004184       | CUSTOMINK LLC                     | \$1,026.37         |
|                 | V5000568     | 05/03/2023 | 095915        | WERNER COACH                      | \$2,028.00         |
| 50 - Total      |              |            |               |                                   | \$3,159.37         |
| 51              | V5000569     | 05/03/2023 | 1004184       | CUSTOMINK LLC                     | \$1,782.00         |
|                 | V5000570     | 05/03/2023 | 098915        | WORTHINGTON DIRECT                | \$3,188.05         |
| 51 - Total      |              |            |               |                                   | \$4,970.05         |
| Overall - Total |              |            |               |                                   | \$60,852.86        |

# West Chester Area School District Check Register

| Fund Charged    | Check Number | Check Date | Vendor Number | Vendor Name    | Transaction Amount |
|-----------------|--------------|------------|---------------|----------------|--------------------|
| 40              | 40093557     | 05/04/2023 | 1009491       | K CHOW STUDIOS | \$2,500.00         |
| 40              | - Total      |            |               |                | \$2,500.00         |
| Overall - Total |              |            |               |                | \$2,500.00         |

## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                      | Transaction Amount |
|--------------|--------------|------------|---------------|----------------------------------|--------------------|
| 01           | 40093558     | 05/10/2023 | 1006947       | A. G. MAURO COMPANY              | \$720.00           |
|              | 40093560     | 05/10/2023 | 1007051       | ACE HARDWARE                     | \$31.43            |
|              | 40093561     | 05/10/2023 | 10995         | ADAMS, MICHAEL                   | \$80.00            |
|              | 40093562     | 05/10/2023 | 001525        | ADI                              | \$428.70           |
|              | 40093563     | 05/10/2023 | 1007956       | ADVENT                           | \$470.00           |
|              | 40093564     | 05/10/2023 | 1003432       | AHOLD FINANCIAL SERVICES         | \$717.08           |
|              | 40093567     | 05/10/2023 | 1004912       | ALTA LANGUAGE SERVICES INC       | \$5,395.95         |
|              | 40093571     | 05/10/2023 | 1008943       | AMAZON                           | \$14,089.46        |
|              | 40093573     | 05/10/2023 | 007075        | AQUA PA                          | \$21,070.50        |
|              | 40093575     | 05/10/2023 | 1009376       | BARKSDALE SCHOOL PORTRAITS LLC   | \$60.00            |
|              | 40093576     | 05/10/2023 | 1009718       | BENERGY1 PRESENTATIONS LLC       | \$2,000.00         |
|              | 40093577     | 05/10/2023 | 014300        | BLICK ART MATERIALS              | \$445.12           |
|              | 40093578     | 05/10/2023 | 017290        | BUCKS COUNTY IU #22              | \$25,726.42        |
|              | 40093580     | 05/10/2023 | 024770        | CHILDREN'S BOOK WORLD            | \$295.06           |
|              | 40093583     | 05/10/2023 | 027050        | COLONIAL VILLAGE MEAT MARKETS    | \$395.58           |
|              | 40093584     | 05/10/2023 | 9865          | CONNER, JEFF                     | \$160.00           |
|              | 40093585     | 05/10/2023 | 10057         | COTRUFELLO, ANDRE                | \$80.00            |
|              | 40093586     | 05/10/2023 | 1008424       | CRYSTAL SPRINGS                  | \$82.92            |
|              | 40093588     | 05/10/2023 | 1009033       | DANIELS, MARY                    | \$318.86           |
|              | 40093590     | 05/10/2023 | 031810        | DECA                             | \$664.06           |
|              | 40093592     | 05/10/2023 | 032540        | DELL COMPUTER CORPORATION        | \$115,192.80       |
|              | 40093594     | 05/10/2023 | 1009651       | DR. UNA MARTIN CONSULTING LLC    | \$11,381.00        |
|              | 40093595     | 05/10/2023 | 1008353       | EI US LLC / LEARN WELL SERVICES  | \$255.00           |
|              | 40093597     | 05/10/2023 | 040396        | EPLUS TECHNOLOGY OF PA           | \$1,171.76         |
|              | 40093599     | 05/10/2023 | 9359          | FALCONE, ANTHONY                 | \$80.00            |
|              | 40093600     | 05/10/2023 | 042490        | FEDERAL EXPRESS CORP             | \$34.27            |
|              | 40093601     | 05/10/2023 | 042520        | FERGUSON ENT., INC. #501         | \$14.81            |
|              | 40093602     | 05/10/2023 | 090920        | FERRARO, LARRY & ANTHONY         | \$1,200.31         |
|              | 40093606     | 05/10/2023 | 9269          | FRATONI, JOSEPH                  | \$108.00           |
|              | 40093607     | 05/10/2023 | 1009878       | FRED BEANS PARTS INC             | \$439.28           |
|              | 40093609     | 05/10/2023 | 049450        | GOPHER SPORT                     | \$1,869.05         |
|              | 40093610     | 05/10/2023 | 096980        | GOSHEN FIRE COMPANY              | \$200.00           |
|              | 40093611     | 05/10/2023 | 1000328       | GRAVELY HOCKESSIN                | \$153.55           |
|              | 40093613     | 05/10/2023 | 050075        | GREAT AMERICA FINANCIAL SERVICES | \$3,172.72         |
|              | 40093614     | 05/10/2023 | 1008809       | GREENHILL CORPORATE CENTER       | \$1,944.00         |
|              | 40093619     | 05/10/2023 | 1009592       | HCC LIFE INSURANCE COMPANY       | \$59,825.92        |
|              | 40093620     | 05/10/2023 | 10989         | HESSLER, CHRISTOPHER             | \$160.00           |
|              | 40093621     | 05/10/2023 | 055560        | HOME DEPOT CREDIT SERVICES       | \$270.59           |
|              | 40093623     | 05/10/2023 | 1007808       | IMPERIAL BAG & PAPER             | \$2,548.52         |

## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                            | Transaction Amount |
|--------------|--------------|------------|---------------|----------------------------------------|--------------------|
| 01           | 40093624     | 05/10/2023 | 1009549       | INSECT LORE PRODUCTS INC               | \$54.93            |
|              | 40093625     | 05/10/2023 | 1008953       | INSIGHT PUBLIC SECTOR INC              | \$374.70           |
|              | 40093626     | 05/10/2023 | 1000335       | INTELLICOM SYSTEMS, INC.               | \$2,702.50         |
|              | 40093627     | 05/10/2023 | 1007202       | IXL LEARNING                           | \$13,200.00        |
|              | 40093629     | 05/10/2023 | 060400        | JAMISON, PHILIP                        | \$240.00           |
|              | 40093630     | 05/10/2023 | 1009892       | JENNY'S CREATIVE EDGE LLC              | \$500.00           |
|              | 40093631     | 05/10/2023 | 061520        | JOSTENS                                | \$661.50           |
|              | 40093634     | 05/10/2023 | 1009073       | KELLY SERVICES INC                     | \$15,643.07        |
|              | 40093635     | 05/10/2023 | 1009779       | KEVIN SMITH GROUP, INC                 | \$570.13           |
|              | 40093637     | 05/10/2023 | 065200        | KRAPF JR & SON INC GEORGE              | \$2,750.15         |
|              | 40093639     | 05/10/2023 | 1009562       | LACAYO, SELENE                         | \$605.51           |
|              | 40093640     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT        | \$100.00           |
|              | 40093642     | 05/10/2023 | 065915        | LANGUAGE SERVICES ASSOCIATES           | \$404.73           |
|              | 40093644     | 05/10/2023 | 1005310       | LIBERTY TOOL                           | \$135.08           |
|              | 40093645     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT        | \$100.00           |
|              | 40093646     | 05/10/2023 | 1009499       | LOWER MERION HIGH SCHOOL TRACK & FIELD | \$280.00           |
|              | 40093649     | 05/10/2023 | 1009690       | MCCOOL BERRY, MARY F.                  | \$540.00           |
|              | 40093650     | 05/10/2023 | 11009         | MCLAUGHLIN, SAMANTHA                   | \$45.00            |
|              | 40093651     | 05/10/2023 | 073020        | MCMASTER-CARR SUPPLY CO                | \$2,026.43         |
|              | 40093652     | 05/10/2023 | 9891          | MIELE, WILLIAM                         | \$108.00           |
|              | 40093653     | 05/10/2023 | 1009023       | MOHAWK USA LLC                         | \$2,249.00         |
|              | 40093655     | 05/10/2023 | 1008700       | MUSICFIRST                             | \$7,471.50         |
|              | 40093657     | 05/10/2023 | 077500        | NASCO                                  | \$1,571.20         |
|              | 40093658     | 05/10/2023 | 1009891       | NATIONAL HISTORY DAY INC               | \$320.00           |
|              | 40093659     | 05/10/2023 | 079853        | ON THE GO KIDS, INC                    | \$413,730.44       |
|              | 40093660     | 05/10/2023 | 079895        | O'ROURKE & SONS INC                    | \$100.00           |
|              | 40093661     | 05/10/2023 | 077475        | NAPA AUTO PARTS                        | \$564.01           |
|              | 40093663     | 05/10/2023 | 1007748       | PAYSCHOOLS                             | \$275.00           |
|              | 40093664     | 05/10/2023 | 082150        | PECO ENERGY COMPANY                    | \$213,944.42       |
|              | 40093665     | 05/10/2023 | 1008674       | PENNSYLVANIA PAPER & SUPPLY CO. INC    | \$15,428.60        |
|              | 40093666     | 05/10/2023 | 081550        | PEPPER & SON INC J W                   | \$356.90           |
|              | 40093667     | 05/10/2023 | 1003736       | PETROLEUM TRADERS CORP.                | \$39,577.81        |
|              | 40093668     | 05/10/2023 | 10687         | PILLAGALLI, MICHAEL A.                 | \$55.00            |
|              | 40093669     | 05/10/2023 | 082424        | PITSCO INC                             | \$403.81           |
|              | 40093670     | 05/10/2023 | 1009631       | PORT A BOWL RESTROOM CO                | \$290.00           |
|              | 40093673     | 05/10/2023 | 11010         | QUOOS, MATTHEW                         | \$90.00            |
|              | 40093675     | 05/10/2023 | 1009885       | RALLY                                  | \$6,900.00         |
|              | 40093677     | 05/10/2023 | 1009340       | RHOADS ENERGY                          | \$2,534.42         |
|              | 40093678     | 05/10/2023 | 1005267       | RICOH USA, INC.                        | \$379.85           |

# West Chester Area School District Check Register

| Fund Charged      | Check Number | Check Date | Vendor Number | Vendor Name                        | Transaction Amount    |
|-------------------|--------------|------------|---------------|------------------------------------|-----------------------|
| 01                | 40093679     | 05/10/2023 | 085325        | ROBERTS OXYGEN COMPANY INC         | \$157.98              |
|                   | 40093681     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT    | \$200.00              |
|                   | 40093682     | 05/10/2023 | 9459          | SARACINO, ROBERT                   | \$90.00               |
|                   | 40093685     | 05/10/2023 | 1000833       | SCHOLASTIC EDUCATION INSIDE SALES  | \$43,905.94           |
|                   | 40093686     | 05/10/2023 | 11007         | SERRANO, OMAR                      | \$108.00              |
|                   | 40093688     | 05/10/2023 | 087815        | SHOP RITE OF W.C.                  | \$851.16              |
|                   | 40093689     | 05/10/2023 | 090170        | STAPLES                            | \$54.87               |
|                   | 40093690     | 05/10/2023 | 1005662       | SWEETWATER SOUND INC               | \$17.85               |
|                   | 40093691     | 05/10/2023 | 091495        | T MOBILE                           | \$1,200.00            |
|                   | 40093692     | 05/10/2023 | 1008048       | TANG MATH LLC                      | \$260.00              |
|                   | 40093693     | 05/10/2023 | 092110        | TEACHER'S DISCOVERY                | \$95.94               |
|                   | 40093694     | 05/10/2023 | 1008380       | TELCO HOLDINGS INC                 | \$161.94              |
|                   | 40093696     | 05/10/2023 | 1006474       | TRI-STATE ELEVATOR COMPANY, INC.   | \$526.75              |
|                   | 40093697     | 05/10/2023 | 093600        | UNITED REFRIGERATION CO            | \$5,815.70            |
|                   | 40093698     | 05/10/2023 | 094403        | US FOODSERVICE                     | \$1,248.34            |
|                   | 40093699     | 05/10/2023 | 1009623       | VEDX SOLUTIONS INC                 | \$6,120.00            |
|                   | 40093700     | 05/10/2023 | 049790        | W. W. GRAINGER, INC.               | \$181.21              |
|                   | 40093701     | 05/10/2023 | 1001766       | WAYSIDE PUBLISHING                 | \$4,000.00            |
|                   | 40093703     | 05/10/2023 | 097096        | WEST WHITELAND TOWNSHIP            | \$3,320.40            |
|                   | 40093705     | 05/10/2023 | 1008120       | WHITELAND BUSINESS PARK MANAGEMENT | \$1,389.53            |
|                   | 40093707     | 05/10/2023 | 098060        | WILSON LANGUAGE TRAINING CORP      | \$9,336.60            |
|                   | 40093708     | 05/10/2023 | 1009809       | WORLD FUEL SERVICES INC            | \$3,111.28            |
|                   | 40093710     | 05/10/2023 | 1009445       | YES I'M A DESIGNER LIMITED         | \$4,500.00            |
| <b>01 - Total</b> |              |            |               |                                    | <b>\$1,107,189.90</b> |
| 22                | 40093571     | 05/10/2023 | 1008943       | AMAZON                             | \$4,081.89            |
|                   | 40093598     | 05/10/2023 | 1008471       | EXCEL COMMUNICATIONS WORLDWIDE INC | \$8,135.40            |
| <b>22 - Total</b> |              |            |               |                                    | <b>\$12,217.29</b>    |
| 27                | 40093598     | 05/10/2023 | 1008471       | EXCEL COMMUNICATIONS WORLDWIDE INC | \$14,460.00           |
|                   | 40093706     | 05/10/2023 | 1008068       | WILLIAMS SCOTSMAN INC              | \$4,911.62            |
| <b>27 - Total</b> |              |            |               |                                    | <b>\$19,371.62</b>    |
| 29                | 40093565     | 05/10/2023 | 9227          | ALANSKY, LEN                       | \$78.00               |
|                   | 40093566     | 05/10/2023 | 10692         | ALLANDER, SARAH                    | \$143.00              |
|                   | 40093574     | 05/10/2023 | 9378          | ASDOURIAN, DEKE                    | \$77.00               |
|                   | 40093579     | 05/10/2023 | 10351         | CAREY, MIKE                        | \$74.00               |
|                   | 40093581     | 05/10/2023 | 10195         | CLARK, JOSEPH                      | \$77.00               |
|                   | 40093582     | 05/10/2023 | 9271          | COHEN, DAVID                       | \$78.00               |
|                   | 40093585     | 05/10/2023 | 10057         | COTRUFELLO, ANDRE                  | \$78.00               |

# West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                     | Transaction Amount |
|--------------|--------------|------------|---------------|---------------------------------|--------------------|
| 29           | 40093587     | 05/10/2023 | 1002947       | COMPUTER SPORTS MEDICINE INC.   | \$330.00           |
|              | 40093589     | 05/10/2023 | 11006         | D'ARCANGELO, RONALD             | \$96.00            |
|              | 40093591     | 05/10/2023 | 10401         | DEDE, SCOTT                     | \$77.00            |
|              | 40093593     | 05/10/2023 | 10279         | DESWERT, WAYNE                  | \$66.00            |
|              | 40093596     | 05/10/2023 | 9645          | ELY, KEITH                      | \$78.00            |
|              | 40093603     | 05/10/2023 | 9213          | FITZGERALD, DAVID               | \$78.00            |
|              | 40093605     | 05/10/2023 | 10492         | FORESTA, JEN                    | \$77.00            |
|              | 40093606     | 05/10/2023 | 9269          | FRATONI, JOSEPH                 | \$77.00            |
|              | 40093608     | 05/10/2023 | 10877         | GENSLER, RICHARD                | \$66.00            |
|              | 40093612     | 05/10/2023 | 10623         | GRAY, BRIAN                     | \$66.00            |
|              | 40093615     | 05/10/2023 | 9728          | GRUBAUGH, MYRON                 | \$78.00            |
|              | 40093616     | 05/10/2023 | 9404          | GUY, DARRELL                    | \$66.00            |
|              | 40093617     | 05/10/2023 | 10854         | HAMMOND, COLIN                  | \$66.00            |
|              | 40093618     | 05/10/2023 | 10393         | HARLAN, DAVID                   | \$77.00            |
|              | 40093622     | 05/10/2023 | 9724          | HORTON, CHRIS                   | \$66.00            |
|              | 40093628     | 05/10/2023 | 11008         | JACKSON, CHRISTINA              | \$143.00           |
|              | 40093632     | 05/10/2023 | 10788         | KARPINSKI, STANLEY              | \$77.00            |
|              | 40093636     | 05/10/2023 | 10999         | KINZEL, MIKE                    | \$66.00            |
|              | 40093638     | 05/10/2023 | 9019          | KURZINSKY, BOB                  | \$78.00            |
|              | 40093641     | 05/10/2023 | 10110         | LANG, RICK                      | \$143.00           |
|              | 40093643     | 05/10/2023 | 9231          | LAWTHERS, LARRY                 | \$78.00            |
|              | 40093647     | 05/10/2023 | 10512         | MARKUNAS, MIKE                  | \$78.00            |
|              | 40093648     | 05/10/2023 | 9743          | MCANDREW, TOM                   | \$77.00            |
|              | 40093654     | 05/10/2023 | 10728         | MORITZ, ADAM                    | \$78.00            |
|              | 40093662     | 05/10/2023 | 9139          | PATTERSON, RICHARD              | \$78.00            |
|              | 40093671     | 05/10/2023 | 9304          | POWERS, JIM                     | \$154.00           |
|              | 40093673     | 05/10/2023 | 11010         | QUOOS, MATTHEW                  | \$132.00           |
|              | 40093674     | 05/10/2023 | 9444          | RAIHALL, STEVE                  | \$143.00           |
|              | 40093676     | 05/10/2023 | 9697          | RASP, GLENN                     | \$78.00            |
|              | 40093680     | 05/10/2023 | 9534          | ROSS, VERNON, JR                | \$78.00            |
|              | 40093683     | 05/10/2023 | 9651          | SCAVICCHIO, DUANNE              | \$78.00            |
|              | 40093684     | 05/10/2023 | 9473          | SCHAEFER, KEVIN                 | \$154.00           |
|              | 40093695     | 05/10/2023 | 10957         | TOPHAM, MARTY                   | \$77.00            |
|              | 40093704     | 05/10/2023 | 10899         | WHITE, JEFFREY                  | \$77.00            |
|              | 40093709     | 05/10/2023 | 10685         | YARNELL, MARY ELISE             | \$77.00            |
| 29           | - Total      |            |               |                                 | \$3,913.00         |
| 30           | 40093559     | 05/10/2023 | 1009516       | ACCELERATED FIRE PROTECTION INC | \$18,000.00        |
|              | 40093604     | 05/10/2023 | 043287        | FIVE STAR INC                   | \$144,315.00       |

# West Chester Area School District Check Register

| Fund Charged      | Check Number | Check Date | Vendor Number | Vendor Name                    | Transaction Amount  |
|-------------------|--------------|------------|---------------|--------------------------------|---------------------|
| 30                | 40093656     | 05/10/2023 | 1006238       | MYCO MECHANICAL, INC.          | \$28,432.80         |
|                   | 40093687     | 05/10/2023 | 1007154       | SHA-NIC, INC.                  | \$339,311.70        |
|                   | 40093702     | 05/10/2023 | 1006237       | WESCOTT ELECTRIC COMPANY       | \$87,283.80         |
| <b>30 - Total</b> |              |            |               |                                | <b>\$617,343.30</b> |
| 40                | 40093571     | 05/10/2023 | 1008943       | AMAZON                         | \$127.24            |
|                   | 40093672     | 05/10/2023 | 1007324       | PROGRAPH INC                   | \$1,738.15          |
| <b>40 - Total</b> |              |            |               |                                | <b>\$1,865.39</b>   |
| 50                | 80040481     | 05/10/2023 | 1008943       | AMAZON                         | \$970.20            |
|                   | 80040482     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$100.00            |
|                   | 80040483     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$50.00             |
|                   | 80040484     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$50.00             |
|                   | 80040485     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$100.00            |
|                   | 80040486     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$100.00            |
|                   | 80040487     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$100.00            |
|                   | 80040488     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$200.00            |
|                   | 80040489     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$100.00            |
|                   | 80040490     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$25.00             |
|                   | 80040491     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$150.00            |
|                   | 80040492     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$200.00            |
|                   | 80040493     | 05/10/2023 | 051050        | GROSH BACKDROPS AND DRAPERY    | \$960.80            |
|                   | 80040494     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$50.00             |
|                   | 80040495     | 05/10/2023 | 054310        | HERSHEY PARK GROUP SALES       | \$1,108.50          |
|                   | 80040496     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$50.00             |
|                   | 80040497     | 05/10/2023 | 065230        | KRAPF'S COACHES, INC.          | \$600.00            |
|                   | 80040498     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$100.00            |
|                   | 80040499     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$100.00            |
|                   | 80040500     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$25.00             |
|                   | 80040501     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$25.00             |
|                   | 80040502     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$25.00             |
|                   | 80040503     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$100.00            |
|                   | 80040504     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$100.00            |
|                   | 80040505     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$25.00             |
|                   | 80040506     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$1,500.00          |
|                   | 80040507     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$25.00             |
| <b>50 - Total</b> |              |            |               |                                | <b>\$6,939.50</b>   |
| 51                | 80040508     | 05/10/2023 | 1008943       | AMAZON                         | \$1,398.99          |
|                   | 80040509     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$1,000.00          |

**West Chester Area School District  
Check Register**

| Fund Charged           | Check Number | Check Date | Vendor Number | Vendor Name                     | Transaction Amount    |
|------------------------|--------------|------------|---------------|---------------------------------|-----------------------|
| 51                     | 80040510     | 05/10/2023 | 090920        | FERRARO, LARRY & ANTHONY        | \$31.00               |
|                        | 80040511     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$1,000.00            |
|                        | 80040512     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$1,000.00            |
|                        | 80040513     | 05/10/2023 | 065200        | KRAPF JR & SON INC GEORGE       | \$6,333.25            |
|                        | 80040514     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$200.00              |
|                        | 80040515     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$300.00              |
|                        | 80040516     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$1,000.00            |
|                        | 80040517     | 05/10/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$1,000.00            |
| <b>51 - Total</b>      |              |            |               |                                 | <b>\$13,263.24</b>    |
| <b>Overall - Total</b> |              |            |               |                                 | <b>\$1,782,103.24</b> |

## West Chester Area School District Electronic Funds Transfer Register

| Fund Charged    | Check Number | Check Date | Vendor Number | Vendor Name                         | Transaction Amount |
|-----------------|--------------|------------|---------------|-------------------------------------|--------------------|
| 01              | V1006607     | 05/10/2023 | 1007696       | AARDVARK PEST CONTROL SERVICES INC. | \$1,782.00         |
|                 | V1006608     | 05/10/2023 | 010830        | BARNES & NOBLE INC.                 | \$13.60            |
|                 | V1006609     | 05/10/2023 | 017340        | BSN SPORTS LLC                      | \$4,407.50         |
|                 | V1006610     | 05/10/2023 | 021100        | CAROLINA BIOLOGICAL                 | \$128.59           |
|                 | V1006611     | 05/10/2023 | 1000680       | COMMITTEE FOR CHILDREN              | \$19,000.00        |
|                 | V1006612     | 05/10/2023 | 032900        | DEMCO INC                           | \$804.36           |
|                 | V1006613     | 05/10/2023 | 032952        | DENNEY ELECTRIC SUPPLY              | \$594.18           |
|                 | V1006614     | 05/10/2023 | 036928        | EAGLE POWER TURF & TRACTOR          | \$307.97           |
|                 | V1006615     | 05/10/2023 | 043500        | FLINN SCIENTIFIC                    | \$342.00           |
|                 | V1006616     | 05/10/2023 | 043490        | FOLLETT CONTENT SOLUTIONS LLC       | \$1,256.53         |
|                 | V1006617     | 05/10/2023 | 054645        | HILLYARD, INC.                      | \$33.83            |
|                 | V1006618     | 05/10/2023 | 061630        | JUNIOR LIBRARY GUILD                | \$1,434.92         |
|                 | V1006619     | 05/10/2023 | 1008511       | KEYSTONE DEAF AND HARD OF HEARING   | \$281.78           |
|                 | V1006620     | 05/10/2023 | 065400        | KURTZ BROS                          | \$978.87           |
|                 | V1006621     | 05/10/2023 | 069270        | MACGILL & CO, WILLIAM V.            | \$468.36           |
|                 | V1006622     | 05/10/2023 | 075220        | MUSIC & ARTS CENTERS                | \$571.18           |
|                 | V1006623     | 05/10/2023 | 1006641       | PSX, INC.                           | \$14,900.00        |
|                 | V1006624     | 05/10/2023 | 084465        | REALLY GOOD STUFF                   | \$245.64           |
|                 | V1006625     | 05/10/2023 | 1007124       | REPUBLIC SERVICES, INC.             | \$8,129.42         |
|                 | V1006626     | 05/10/2023 | 002820        | RIDDELL ALL AMERICAN SPORTS CORP    | \$4,385.00         |
|                 | V1006627     | 05/10/2023 | 086700        | SCHOOL HEALTH CORPORATION           | \$7,267.47         |
|                 | V1006628     | 05/10/2023 | 086710        | SCHOOL SPECIALTY LLC                | \$576.24           |
|                 | V1006629     | 05/10/2023 | 1000679       | SHERWIN WILLIAMS                    | \$180.65           |
|                 | V1006630     | 05/10/2023 | 092000        | TAYLORS MUSIC STORE                 | \$1,711.04         |
|                 | V1006631     | 05/10/2023 | 095760        | WEINSTEIN SUPPLY CORPORATION        | \$161.19           |
|                 | V1006632     | 05/10/2023 | 095915        | WERNER COACH                        | \$596.00           |
|                 | V1006633     | 05/10/2023 | 097010        | WEST MUSIC CO.                      | \$183.26           |
|                 | V1006634     | 05/10/2023 | 093345        | YALE ELECTRIC SUPPLY CO             | \$35.85            |
| 01 - Total      |              |            |               |                                     | \$70,777.43        |
| 50              | V5000571     | 05/10/2023 | 1002819       | BLUE DOG PRINTING AND DESIGN        | \$1,400.00         |
|                 | V5000572     | 05/10/2023 | 077165        | MUSIC IN THE PARKS                  | \$7,864.00         |
|                 | V5000573     | 05/10/2023 | 092000        | TAYLORS MUSIC STORE                 | \$611.55           |
| 50 - Total      |              |            |               |                                     | \$9,875.55         |
| 51              | V5000574     | 05/10/2023 | 075220        | MUSIC & ARTS CENTERS                | \$110.00           |
|                 | V5000575     | 05/10/2023 | 097010        | WEST MUSIC CO.                      | \$353.67           |
| 51 - Total      |              |            |               |                                     | \$463.67           |
| Overall - Total |              |            |               |                                     | \$81,116.65        |

# West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                         | Transaction Amount |
|--------------|--------------|------------|---------------|-------------------------------------|--------------------|
| 01           | 40093711     | 05/16/2023 | 10995         | ADAMS, MICHAEL                      | \$160.00           |
|              | 40093712     | 05/16/2023 | 1003432       | AHOLD FINANCIAL SERVICES            | \$833.86           |
|              | 40093713     | 05/16/2023 | 1004912       | ALTA LANGUAGE SERVICES INC          | \$7,529.85         |
|              | 40093716     | 05/16/2023 | 1008943       | AMAZON                              | \$15,406.21        |
|              | 40093717     | 05/16/2023 | 9706          | ANTICH, TJ                          | \$155.00           |
|              | 40093718     | 05/16/2023 | 1009248       | ANXIETY & OCD CENTER                | \$2,720.00         |
|              | 40093720     | 05/16/2023 | 007075        | AQUA PA                             | \$21,515.47        |
|              | 40093721     | 05/16/2023 | 007351        | ARAMARK UNIFORM SERVICES            | \$401.31           |
|              | 40093722     | 05/16/2023 | 1008239       | ARLOTTO, DANTON                     | \$500.00           |
|              | 40093725     | 05/16/2023 | 009710        | B & H PHOTO                         | \$198.89           |
|              | 40093726     | 05/16/2023 | 012700        | BERKHEIMER ASSOC H A                | \$3,522.96         |
|              | 40093727     | 05/16/2023 | 1007166       | BERNEY & SANG                       | \$7,150.00         |
|              | 40093729     | 05/16/2023 | 014300        | BLICK ART MATERIALS                 | \$93.58            |
|              | 40093730     | 05/16/2023 | 015300        | BOROUGH OF WEST CHESTER             | \$1,942.20         |
|              | 40093732     | 05/16/2023 | 11004         | BRISON, GREGORY                     | \$225.00           |
|              | 40093733     | 05/16/2023 | 10937         | BURNS, HARRY                        | \$400.00           |
|              | 40093735     | 05/16/2023 | 020465        | CAMPBILL SPECIAL SCHOOLS, INC.      | \$47,990.44        |
|              | 40093736     | 05/16/2023 | 021581        | CDW GOVERNMENT, INC                 | \$71,725.00        |
|              | 40093737     | 05/16/2023 | 023755        | CHESTER COUNTY INT UNIT # 24        | \$1,099.50         |
|              | 40093738     | 05/16/2023 | 9988          | CHRISTY, LISA                       | \$108.00           |
|              | 40093739     | 05/16/2023 | 027220        | COMCAST CABLE                       | \$112.10           |
|              | 40093741     | 05/16/2023 | 9865          | CONNER, JEFF                        | \$80.00            |
|              | 40093742     | 05/16/2023 | 029668        | COYLE, LYNCH & COMPANY              | \$4,100.00         |
|              | 40093743     | 05/16/2023 | 1008284       | CRITICARE HOME HEALTH & NURSING SRV | \$2,703.00         |
|              | 40093744     | 05/16/2023 | 1008731       | CROWN CASTLE                        | \$17,368.18        |
|              | 40093745     | 05/16/2023 | 1007107       | DECKER EQUIPMENT / SCHOOL FIX       | \$1,149.98         |
|              | 40093746     | 05/16/2023 | 1001584       | DELTA-T GROUP, INC.                 | \$1,160.71         |
|              | 40093747     | 05/16/2023 | 1009701       | DERRY AREA SCHOOL DISTRICT          | \$3,141.02         |
|              | 40093749     | 05/16/2023 | 1004779       | DINOSAURS ROCK                      | \$657.00           |
|              | 40093750     | 05/16/2023 | 1005210       | DIRECT ENERGY BUSINESS              | \$34,018.54        |
|              | 40093751     | 05/16/2023 | 1009474       | DISALVO, LAUREN & DEAN              | \$2,167.83         |
|              | 40093752     | 05/16/2023 | 1009455       | EASYBADGES LLC                      | \$4,199.90         |
|              | 40093753     | 05/16/2023 | 1008353       | EI US LLC / LEARN WELL SERVICES     | \$561.00           |
|              | 40093754     | 05/16/2023 | 042490        | FEDERAL EXPRESS CORP                | \$39.22            |
|              | 40093755     | 05/16/2023 | 042520        | FERGUSON ENT., INC. #501            | \$9.94             |
|              | 40093756     | 05/16/2023 | 090920        | FERRARO, LARRY & ANTHONY            | \$199.16           |
|              | 40093757     | 05/16/2023 | 1007608       | FICK EDUCATIONAL SERVICES, LLC      | \$975.00           |
|              | 40093758     | 05/16/2023 | 043200        | FISHER SCIENTIFIC CO                | \$179.52           |
|              | 40093760     | 05/16/2023 | 1006806       | FOUNDATIONS BEHAVIORAL HEALTH       | \$10,270.50        |

## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                       | Transaction Amount |
|--------------|--------------|------------|---------------|-----------------------------------|--------------------|
| 01           | 40093762     | 05/16/2023 | 1006249       | GENERAL HEALTHCARE RESOURCES INC  | \$11,210.64        |
|              | 40093765     | 05/16/2023 | 1001911       | GLOBAL INDUSTRIAL EQUIPMENT       | \$1,536.99         |
|              | 40093767     | 05/16/2023 | 9327          | GROTHMANN, DAWN                   | \$152.00           |
|              | 40093768     | 05/16/2023 | 1009451       | GROVE SCHOOL INC                  | \$3,366.00         |
|              | 40093771     | 05/16/2023 | 10989         | HESSLER, CHRISTOPHER              | \$80.00            |
|              | 40093772     | 05/16/2023 | 10157         | HOOVEN, RICHARD                   | \$90.00            |
|              | 40093773     | 05/16/2023 | 053480        | HSLC                              | \$4,700.00         |
|              | 40093774     | 05/16/2023 | 9945          | HUANG, NATHAN                     | \$80.00            |
|              | 40093775     | 05/16/2023 | 1007808       | IMPERIAL BAG & PAPER              | \$4,381.26         |
|              | 40093776     | 05/16/2023 | 1007905       | ISOLVED HCM LLC                   | \$1,717.00         |
|              | 40093777     | 05/16/2023 | 1000345       | KADES-MARGOLIS CAPITAL            | \$200.00           |
|              | 40093778     | 05/16/2023 | 1007627       | KAMOR-BARNES, HEATHER             | \$2,425.00         |
|              | 40093780     | 05/16/2023 | 1009073       | KELLY SERVICES INC                | \$180,961.49       |
|              | 40093782     | 05/16/2023 | 9854          | KILEY, JIM                        | \$45.00            |
|              | 40093783     | 05/16/2023 | 10593         | KIRK, JOHN                        | \$195.00           |
|              | 40093784     | 05/16/2023 | 1007377       | KONA ICE OF SOUTHERN CHES CTY     | \$437.50           |
|              | 40093786     | 05/16/2023 | 065200        | KRAPF JR & SON INC GEORGE         | \$26,005.54        |
|              | 40093787     | 05/16/2023 | 1009562       | LACAYO, SELENE                    | \$396.16           |
|              | 40093788     | 05/16/2023 | 065710        | LAKESHORE LEARNING MATERIALS      | \$308.65           |
|              | 40093789     | 05/16/2023 | 065790        | LAMB MCERLANE PC                  | \$376.25           |
|              | 40093790     | 05/16/2023 | 10110         | LANG, RICK                        | \$215.00           |
|              | 40093791     | 05/16/2023 | 1000250       | LINDAMOOD BELL LEARNING PROCESSES | \$10,512.60        |
|              | 40093792     | 05/16/2023 | 10868         | LINDSAY, CHUCK                    | \$160.00           |
|              | 40093795     | 05/16/2023 | 1005143       | MAILROOM SYSTEMS, INC.            | \$673.24           |
|              | 40093796     | 05/16/2023 | 070305        | MAIN LINE CONCRETE & SUPPLY       | \$178.38           |
|              | 40093798     | 05/16/2023 | 073601        | MELMARK INC.                      | \$9,800.00         |
|              | 40093799     | 05/16/2023 | 1000348       | METROPOLITAN LIFE INSURANCE CO.   | \$170.00           |
|              | 40093800     | 05/16/2023 | 9173          | NG, RICHARD                       | \$160.00           |
|              | 40093801     | 05/16/2023 | 9934          | NUGENT, LAURIE                    | \$72.00            |
|              | 40093802     | 05/16/2023 | 079660        | OCCUPATIONAL HEALTH CENTER        | \$429.00           |
|              | 40093806     | 05/16/2023 | 1009550       | ODP BUSINESS SOLUTIONS            | \$12,102.21        |
|              | 40093807     | 05/16/2023 | 079853        | ON THE GO KIDS, INC               | \$565.38           |
|              | 40093808     | 05/16/2023 | 1002592       | PACAC                             | \$260.00           |
|              | 40093810     | 05/16/2023 | 1001159       | PENN STATE INDUSTRIES             | \$58.45            |
|              | 40093811     | 05/16/2023 | 081550        | PEPPER & SON INC J W              | \$124.99           |
|              | 40093812     | 05/16/2023 | 081640        | PERMA-BOUND                       | \$305.03           |
|              | 40093813     | 05/16/2023 | 1003736       | PETROLEUM TRADERS CORP.           | \$19,621.58        |
|              | 40093814     | 05/16/2023 | 10687         | PILLAGALLI, MICHAEL A.            | \$55.00            |
|              | 40093815     | 05/16/2023 | 1009631       | PORT A BOWL RESTROOM CO           | \$259.00           |

# West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                       | Transaction Amount |
|--------------|--------------|------------|---------------|-----------------------------------|--------------------|
| 01           | 40093816     | 05/16/2023 | 081300        | PENNA SCHOOL BOARDS ASSOC.        | \$3,375.00         |
|              | 40093817     | 05/16/2023 | 1005115       | PURE WATER TECH OF CENTRAL PA INC | \$49.00            |
|              | 40093819     | 05/16/2023 | 1009340       | RHOADS ENERGY                     | \$2,535.60         |
|              | 40093820     | 05/16/2023 | 1005267       | RICOH USA, INC.                   | \$348.22           |
|              | 40093821     | 05/16/2023 | 10513         | RILEY, JOHN                       | \$80.00            |
|              | 40093822     | 05/16/2023 | 085325        | ROBERTS OXYGEN COMPANY INC        | \$329.90           |
|              | 40093823     | 05/16/2023 | 10966         | ROEBUCK, ERICA                    | \$108.00           |
|              | 40093824     | 05/16/2023 | 085890        | RYDIN DECAL                       | \$164.50           |
|              | 40093825     | 05/16/2023 | 1009163       | SAF-GARD SAFETY SHOE CO.          | \$469.97           |
|              | 40093826     | 05/16/2023 | 9459          | SARACINO, ROBERT                  | \$45.00            |
|              | 40093827     | 05/16/2023 | 086590        | SDIC - SCHOOL DISTRICTS           | \$2,689.41         |
|              | 40093828     | 05/16/2023 | 11007         | SERRANO, OMAR                     | \$432.00           |
|              | 40093829     | 05/16/2023 | 1008459       | SHELLER OIL COMPANY               | \$32.00            |
|              | 40093830     | 05/16/2023 | 087815        | SHOP RITE OF W.C.                 | \$329.30           |
|              | 40093832     | 05/16/2023 | 10204         | SMITH, JAMES                      | \$90.00            |
|              | 40093834     | 05/16/2023 | 1007137       | SUNBELT RENTALS, INC.             | \$542.05           |
|              | 40093835     | 05/16/2023 | 091360        | SWEET, STEVENS, KATZ & WILLIAMS   | \$2,100.00         |
|              | 40093836     | 05/16/2023 | 1005662       | SWEETWATER SOUND INC              | \$464.09           |
|              | 40093838     | 05/16/2023 | 1008380       | TELCO HOLDINGS INC                | \$160.00           |
|              | 40093839     | 05/16/2023 | 092342        | TPS GRAPHICS                      | \$495.00           |
|              | 40093840     | 05/16/2023 | 092615        | TIMOTHY SCHOOL CORPORATION        | \$4,230.00         |
|              | 40093843     | 05/16/2023 | 093600        | UNITED REFRIGERATION CO           | \$365.41           |
|              | 40093845     | 05/16/2023 | 1007699       | US MEDICAL STAFFING LLC           | \$15,746.81        |
|              | 40093846     | 05/16/2023 | 049790        | W. W. GRAINGER, INC.              | \$41.52            |
|              | 40093847     | 05/16/2023 | 1000059       | WEST CHESTER ED SUPPORT PERSONNEL | \$2,125.74         |
|              | 40093848     | 05/16/2023 | 1000058       | TRUMARK FCU                       | \$1,142.35         |
|              | 40093850     | 05/16/2023 | 097096        | WEST WHITELAND TOWNSHIP           | \$1,567.50         |
|              | 40093851     | 05/16/2023 | 1008485       | WHALEN, JAMES & CHERYL            | \$3,795.00         |
|              | 40093852     | 05/16/2023 | 1007278       | WILMINGTON TRUST                  | \$520.00           |
|              | 40093854     | 05/16/2023 | 1001056       | WPS                               | \$1,312.30         |
|              | 40093855     | 05/16/2023 | 1007421       | XTEL COMMUNICATIONS, INC.         | \$1,802.00         |
|              | 40093856     | 05/16/2023 | 9668          | ZANESKI, JOHN                     | \$80.00            |
|              | 40093857     | 05/16/2023 | 1009415       | ZOLL MEDICAL CORPORATION          | \$369.80           |
| 01           | Total        |            |               |                                   | \$609,093.68       |
| 29           | 40093723     | 05/16/2023 | 10062         | ASDOURIAN, CHRISTOPHER            | \$77.00            |
|              | 40093724     | 05/16/2023 | 9378          | ASDOURIAN, DEKE                   | \$77.00            |
|              | 40093728     | 05/16/2023 | 10155         | BIEGEL, N. DALE                   | \$77.00            |
|              | 40093731     | 05/16/2023 | 10933         | BREISBLATT, EVAN                  | \$61.00            |

# West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                | Transaction Amount |
|--------------|--------------|------------|---------------|----------------------------|--------------------|
| 29           | 40093732     | 05/16/2023 | 11004         | BRISON, GREGORY            | \$66.00            |
|              | 40093734     | 05/16/2023 | 9959          | CACCHIONE, PATRICK         | \$77.00            |
|              | 40093740     | 05/16/2023 | 9982          | COMEY, JOSEPH              | \$77.00            |
|              | 40093748     | 05/16/2023 | 10279         | DESWERT, WAYNE             | \$66.00            |
|              | 40093759     | 05/16/2023 | 10494         | FOSTER, DEB                | \$143.00           |
|              | 40093761     | 05/16/2023 | 10618         | GALLEN, JILL               | \$286.00           |
|              | 40093763     | 05/16/2023 | 10877         | GENSLER, RICHARD           | \$66.00            |
|              | 40093766     | 05/16/2023 | 10623         | GRAY, BRIAN                | \$66.00            |
|              | 40093767     | 05/16/2023 | 9327          | GROTHMANN, DAWN            | \$77.00            |
|              | 40093769     | 05/16/2023 | 9728          | GRUBAUGH, MYRON            | \$78.00            |
|              | 40093770     | 05/16/2023 | 10393         | HARLAN, DAVID              | \$77.00            |
|              | 40093771     | 05/16/2023 | 10989         | HESSLER, CHRISTOPHER       | \$61.00            |
|              | 40093774     | 05/16/2023 | 9945          | HUANG, NATHAN              | \$73.00            |
|              | 40093781     | 05/16/2023 | 9150          | KELLY, JACK                | \$73.00            |
|              | 40093786     | 05/16/2023 | 065200        | KRAPF JR & SON INC GEORGE  | \$1,143.71         |
|              | 40093793     | 05/16/2023 | 9067          | LONG, CATHY                | \$143.00           |
|              | 40093794     | 05/16/2023 | 10929         | MACON, STEVE               | \$73.00            |
|              | 40093797     | 05/16/2023 | 10879         | MCGLONE, CHRIS             | \$221.00           |
|              | 40093809     | 05/16/2023 | 9164          | PAWLOWSKI, LORETTA         | \$154.00           |
|              | 40093818     | 05/16/2023 | 10009         | REIDINGER, PATRICIA        | \$77.00            |
|              | 40093821     | 05/16/2023 | 10513         | RILEY, JOHN                | \$61.00            |
|              | 40093833     | 05/16/2023 | 9006          | SPEAKER, SCOTT E.          | \$61.00            |
|              | 40093837     | 05/16/2023 | 10070         | TABBUT, EDWARD             | \$73.00            |
|              | 40093842     | 05/16/2023 | 9938          | TOLLEN, ADDIE              | \$66.00            |
|              | 40093844     | 05/16/2023 | 10738         | URBINE, DANIEL             | \$73.00            |
|              | 40093853     | 05/16/2023 | 9838          | WINNING, DAVE              | \$73.00            |
|              | 40093856     | 05/16/2023 | 9668          | ZANESKI, JOHN              | \$146.00           |
| 29 - Total   |              |            |               |                            | \$3,942.71         |
| 30           | 40093736     | 05/16/2023 | 021581        | CDW GOVERNMENT, INC        | \$14,175.00        |
|              | 40093831     | 05/16/2023 | 088100        | SIEMENS INDUSTRY INC.      | \$9,790.00         |
|              | 40093849     | 05/16/2023 | 097000        | WEST GOSHEN TOWNSHIP       | \$2,364.55         |
| 30 - Total   |              |            |               |                            | \$26,329.55        |
| 40           | 40093712     | 05/16/2023 | 1003432       | AHOLD FINANCIAL SERVICES   | \$27.00            |
|              | 40093764     | 05/16/2023 | 1009627       | GIANT                      | \$28,500.00        |
|              | 40093841     | 05/16/2023 | 1007597       | TIMOTHY'S WEST CHESTER LLC | \$965.86           |
| 40 - Total   |              |            |               |                            | \$29,492.86        |
| 50           | 80040518     | 05/16/2023 | 1008943       | AMAZON                     | \$94.34            |

# West Chester Area School District Check Register

| Fund Charged    | Check Number | Check Date | Vendor Number | Vendor Name                       | Transaction Amount |
|-----------------|--------------|------------|---------------|-----------------------------------|--------------------|
| 50              | 80040519     | 05/16/2023 | 1009895       | ISMILEPOD LLC                     | \$975.00           |
|                 | 80040520     | 05/16/2023 | 1009073       | KELLY SERVICES INC                | \$235.81           |
|                 | 80040521     | 05/16/2023 | 1007037       | KINGS MILL INC.                   | \$14,339.36        |
|                 | 80040522     | 05/16/2023 | 064330        | KLEIN TRANSPORTATION              | \$2,400.00         |
|                 | 80040523     | 05/16/2023 | 1009897       | MABELS LLC                        | \$484.00           |
|                 | 80040524     | 05/16/2023 | 1006731       | MADONNA, RYAN ANTHONY             | \$1,500.00         |
|                 | 80040525     | 05/16/2023 | 089914        | SPRINGFIELD COUNTRY CLUB          | \$1,260.00         |
|                 | 80040526     | 05/16/2023 | 1007597       | TIMOTHY'S WEST CHESTER LLC        | \$34.15            |
| 50              | - Total      |            |               |                                   | \$21,322.66        |
| 51              | 80040527     | 05/16/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT    | \$1,000.00         |
|                 | 80040528     | 05/16/2023 | 1007485       | CMF VENDING                       | \$148.50           |
|                 | 80040529     | 05/16/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT    | \$1,000.00         |
|                 | 80040530     | 05/16/2023 | 040028        | ELITE COACH                       | \$10,180.00        |
|                 | 80040531     | 05/16/2023 | 090920        | FERRARO, LARRY & ANTHONY          | \$29.68            |
|                 | 80040532     | 05/16/2023 | 1009258       | GRYPHON CAFE                      | \$219.00           |
|                 | 80040533     | 05/16/2023 | 054310        | HERSHEY PARK GROUP SALES          | \$80.00            |
|                 | 80040534     | 05/16/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT    | \$500.00           |
|                 | 80040535     | 05/16/2023 | 1007479       | LINVILLA ORCHARDS                 | \$1,476.00         |
|                 | 80040536     | 05/16/2023 | 1009550       | ODP BUSINESS SOLUTIONS            | \$73.21            |
|                 | 80040537     | 05/16/2023 | 1005115       | PURE WATER TECH OF CENTRAL PA INC | \$49.00            |
|                 | 80040538     | 05/16/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT    | \$500.00           |
|                 | 80040539     | 05/16/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT    | \$1,000.00         |
| 51              | - Total      |            |               |                                   | \$16,255.39        |
| 80              | 50002150     | 05/16/2023 | 1005754       | ARAMARK SERVICES INC.             | \$323,468.58       |
|                 | 50002151     | 05/16/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT    | \$100.00           |
| 80              | - Total      |            |               |                                   | \$323,568.58       |
| Overall - Total |              |            |               |                                   | \$1,030,005.43     |

# West Chester Area School District Electronic Funds Transfer Register

| Fund Charged    | Check Number | Check Date | Vendor Number | Vendor Name                     | Transaction Amount |
|-----------------|--------------|------------|---------------|---------------------------------|--------------------|
| 01              | V1006635     | 05/16/2023 | 017340        | BSN SPORTS LLC                  | \$944.72           |
|                 | V1006636     | 05/16/2023 | 043490        | FOLLETT CONTENT SOLUTIONS LLC   | \$1,624.16         |
|                 | V1006637     | 05/16/2023 | 1006137       | GENESIS TURFGRASS, INC.         | \$1,016.00         |
|                 | V1006638     | 05/16/2023 | 057935        | IMPACT APPLICATIONS, INC        | \$730.00           |
|                 | V1006639     | 05/16/2023 | 069270        | MACGILL & CO, WILLIAM V.        | \$124.85           |
|                 | V1006640     | 05/16/2023 | 075220        | MUSIC & ARTS CENTERS            | \$108.08           |
|                 | V1006641     | 05/16/2023 | 1008679       | NUTRIEN AG SOLUTIONS INC        | \$11,514.00        |
|                 | V1006642     | 05/16/2023 | 1005975       | O'SHEA LUMBER                   | \$810.50           |
|                 | V1006643     | 05/16/2023 | 086700        | SCHOOL HEALTH CORPORATION       | \$680.57           |
|                 | V1006644     | 05/16/2023 | 086775        | SCHOOL NURSE SUPPLY             | \$349.00           |
|                 | V1006645     | 05/16/2023 | 086710        | SCHOOL SPECIALTY LLC            | \$7.79             |
|                 | V1006646     | 05/16/2023 | 092000        | TAYLORS MUSIC STORE             | \$3,909.60         |
|                 | V1006647     | 05/16/2023 | 1007460       | THOMSON REUTERS-WEST PUBLISHING | \$331.92           |
|                 | V1006649     | 05/16/2023 | 1001416       | ULINE                           | \$5,906.60         |
|                 | V1006650     | 05/16/2023 | 1000056       | UNITED WAY OF CHESTER COUNTY    | \$830.76           |
|                 | V1006651     | 05/16/2023 | 1006367       | WB MASON COMPANY                | \$15,596.00        |
|                 | V1006652     | 05/16/2023 | 1004004       | WORKPLACE CENTRAL               | \$426.65           |
| 01 - Total      |              |            |               |                                 | \$44,911.20        |
| 40              | V1006648     | 05/16/2023 | 093337        | TUTTLE MARKETING SVCS INC       | \$724.00           |
| 40 - Total      |              |            |               |                                 | \$724.00           |
| 51              | V5000576     | 05/16/2023 | 077165        | MUSIC IN THE PARKS              | \$67.00            |
| 51 - Total      |              |            |               |                                 | \$67.00            |
| Overall - Total |              |            |               |                                 | \$45,702.20        |

## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                         | Transaction Amount |
|--------------|--------------|------------|---------------|-------------------------------------|--------------------|
| 01           | 40093858     | 05/23/2023 | 10995         | ADAMS, MICHAEL                      | \$80.00            |
|              | 40093859     | 05/23/2023 | 1003432       | AHOLD FINANCIAL SERVICES            | \$1,233.95         |
|              | 40093862     | 05/23/2023 | 1008943       | AMAZON                              | \$10,606.99        |
|              | 40093863     | 05/23/2023 | 1006471       | ASAP HYDRAULICS EXTON LLC           | \$86.80            |
|              | 40093864     | 05/23/2023 | 010202        | BAIRD & RUDOLPH TIRE COM. INC       | \$165.00           |
|              | 40093865     | 05/23/2023 | 1000676       | BEACON ATHLETICS                    | \$1,298.00         |
|              | 40093867     | 05/23/2023 | 1001381       | BUXMONT ACADEMY                     | \$20,062.92        |
|              | 40093871     | 05/23/2023 | 1000131       | CCRES                               | \$7,920.00         |
|              | 40093872     | 05/23/2023 | 021581        | CDW GOVERNMENT, INC                 | \$22,321.50        |
|              | 40093873     | 05/23/2023 | 023755        | CHESTER COUNTY INT UNIT # 24        | \$16,888.07        |
|              | 40093874     | 05/23/2023 | 024770        | CHILDREN'S BOOK WORLD               | \$66.92            |
|              | 40093877     | 05/23/2023 | 1008284       | CRITICARE HOME HEALTH & NURSING SRV | \$2,772.50         |
|              | 40093879     | 05/23/2023 | 032540        | DELL COMPUTER CORPORATION           | \$10,852.50        |
|              | 40093880     | 05/23/2023 | 1001584       | DELTA-T GROUP, INC.                 | \$4,260.84         |
|              | 40093881     | 05/23/2023 | 1009742       | DERBY, RACHEL & E. SCOTT            | \$5,763.88         |
|              | 40093882     | 05/23/2023 | 033800        | DEVEREUX FOUNDATION                 | \$20,750.00        |
|              | 40093883     | 05/23/2023 | 1009474       | DISALVO, LAUREN & DEAN              | \$4,100.15         |
|              | 40093884     | 05/23/2023 | 1009574       | DOWNINGTOWN URBAN AIR TRAMPOLINE PK | \$2,014.97         |
|              | 40093885     | 05/23/2023 | 1008353       | EI US LLC / LEARN WELL SERVICES     | \$561.00           |
|              | 40093887     | 05/23/2023 | 1009149       | ETHOS TREATMENT LLC                 | \$150.00           |
|              | 40093888     | 05/23/2023 | 042490        | FEDERAL EXPRESS CORP                | \$240.98           |
|              | 40093889     | 05/23/2023 | 042520        | FERGUSON ENT., INC. #501            | \$741.27           |
|              | 40093894     | 05/23/2023 | 1009461       | FUENTES, ANA                        | \$247.73           |
|              | 40093896     | 05/23/2023 | 1009058       | GAP HILL ALUMINUM SHOP              | \$891.73           |
|              | 40093897     | 05/23/2023 | 1006249       | GENERAL HEALTHCARE RESOURCES INC    | \$12,634.00        |
|              | 40093898     | 05/23/2023 | 096980        | GOSHEN FIRE COMPANY                 | \$1,000.00         |
|              | 40093899     | 05/23/2023 | 050075        | GREAT AMERICA FINANCIAL SERVICES    | \$4,423.58         |
|              | 40093901     | 05/23/2023 | 051882        | HAL LEONARD CORPORATION             | \$4,911.50         |
|              | 40093902     | 05/23/2023 | 053520        | HEINEMANN EDUCATIONAL BOOKS         | \$91.43            |
|              | 40093904     | 05/23/2023 | 055560        | HOME DEPOT CREDIT SERVICES          | \$406.63           |
|              | 40093907     | 05/23/2023 | 1007808       | IMPERIAL BAG & PAPER                | \$6,419.30         |
|              | 40093908     | 05/23/2023 | 059950        | JACOBS MUSIC                        | \$916.00           |
|              | 40093909     | 05/23/2023 | 1009798       | JAYPRO SPORTS                       | \$1,054.00         |
|              | 40093910     | 05/23/2023 | 1009383       | JM FIRE INC                         | \$500.00           |
|              | 40093911     | 05/23/2023 | 062600        | KEEN COMPRESSED GAS CO              | \$101.00           |
|              | 40093912     | 05/23/2023 | 1009073       | KELLY SERVICES INC                  | \$143,784.00       |
|              | 40093914     | 05/23/2023 | 065200        | KRAPF JR & SON INC GEORGE           | \$11,994.40        |
|              | 40093915     | 05/23/2023 | 1009562       | LACAYO, SELENE                      | \$521.77           |
|              | 40093916     | 05/23/2023 | 065710        | LAKESHORE LEARNING MATERIALS        | \$332.36           |

## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                         | Transaction Amount |
|--------------|--------------|------------|---------------|-------------------------------------|--------------------|
| 01           | 40093919     | 05/23/2023 | 1004835       | LINCOLN CENTER FOR FAMILY/YOUTH     | \$7,820.00         |
|              | 40093920     | 05/23/2023 | 1009792       | LOS BOMBEROS DE LA CALLE            | \$250.00           |
|              | 40093921     | 05/23/2023 | 1002998       | LOWE'S                              | \$180.50           |
|              | 40093922     | 05/23/2023 | 1004209       | LOWES COMMERCIAL SERVICES           | \$1,853.31         |
|              | 40093926     | 05/23/2023 | 073020        | MCMASTER-CARR SUPPLY CO             | \$128.49           |
|              | 40093927     | 05/23/2023 | 073601        | MELMARK INC.                        | \$20,880.00        |
|              | 40093929     | 05/23/2023 | 073946        | MHS                                 | \$1,525.06         |
|              | 40093930     | 05/23/2023 | 074162        | MID AMERICA SPORTS ADVANTAGE        | \$5,081.75         |
|              | 40093934     | 05/23/2023 | 1009483       | NO BOUNDARIES FOR LANGUAGE AND      | \$275.00           |
|              | 40093935     | 05/23/2023 | 1008757       | NORTHEAST STAGE LLC                 | \$6,740.00         |
|              | 40093936     | 05/23/2023 | 081098        | PA DECA                             | \$676.60           |
|              | 40093937     | 05/23/2023 | 035979        | PALACE BOWLING & ENTERTAINMENT CTR. | \$520.00           |
|              | 40093938     | 05/23/2023 | 080305        | PAR INC.                            | \$5,284.56         |
|              | 40093939     | 05/23/2023 | 077475        | NAPA AUTO PARTS                     | \$63.90            |
|              | 40093941     | 05/23/2023 | 052305        | PEARSON/HARCOURT ASSESSMENT         | \$3,484.32         |
|              | 40093942     | 05/23/2023 | 1003736       | PETROLEUM TRADERS CORP.             | \$39,186.66        |
|              | 40093945     | 05/23/2023 | 1005844       | RELIANCE STANDARD LIFE              | \$23,597.66        |
|              | 40093946     | 05/23/2023 | 1005267       | RICOH USA, INC.                     | \$635.34           |
|              | 40093948     | 05/23/2023 | 1008721       | RIVERSIDE INSIGHTS                  | \$1,389.08         |
|              | 40093953     | 05/23/2023 | 1002114       | SCHOOLWIDE INC                      | \$47.94            |
|              | 40093954     | 05/23/2023 | 087815        | SHOP RITE OF W.C.                   | \$400.74           |
|              | 40093955     | 05/23/2023 | 091390        | SWANSON, INC., ROBERT S             | \$950.00           |
|              | 40093957     | 05/23/2023 | 091360        | SWEET, STEVENS, KATZ & WILLIAMS     | \$12,549.11        |
|              | 40093958     | 05/23/2023 | 1005662       | SWEETWATER SOUND INC                | \$5,901.53         |
|              | 40093959     | 05/23/2023 | 1008422       | TELESYSTEM                          | \$6,143.49         |
|              | 40093961     | 05/23/2023 | 093600        | UNITED REFRIGERATION CO             | \$827.32           |
|              | 40093963     | 05/23/2023 | 1007699       | US MEDICAL STAFFING LLC             | \$12,658.69        |
|              | 40093964     | 05/23/2023 | 049790        | W. W. GRAINGER, INC.                | \$224.85           |
|              | 40093965     | 05/23/2023 | 096100        | WEST CHESTER AREA EDUCATION         | \$1,304.91         |
|              | 40093966     | 05/23/2023 | 097096        | WEST WHITELAND TOWNSHIP             | \$781.25           |
|              | 40093967     | 05/23/2023 | 097960        | WIGGINS SHREDDING                   | \$175.00           |
|              | 40093968     | 05/23/2023 | 1008068       | WILLIAMS SCOTSMAN INC               | \$1,835.00         |
|              | 40093969     | 05/23/2023 | 1003574       | WILLIS TOWERS WATSON NORTHEAST INC  | \$261.00           |
|              | 40093971     | 05/23/2023 | 1009644       | ZOOM DRAIN PHILADELPHIA LLC         | \$718.20           |
| 01           | - Total      |            |               |                                     | \$487,518.93       |
| 22           | 40093872     | 05/23/2023 | 021581        | CDW GOVERNMENT, INC                 | \$297,000.00       |
|              | 40093879     | 05/23/2023 | 032540        | DELL COMPUTER CORPORATION           | \$40,908.79        |

## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                   | Transaction Amount |
|--------------|--------------|------------|---------------|-------------------------------|--------------------|
| 22           | - Total      |            |               |                               | \$337,908.79       |
| 29           | 40093858     | 05/23/2023 | 10995         | ADAMS, MICHAEL                | \$61.00            |
|              | 40093860     | 05/23/2023 | 10407         | ALLAN, WILLIAM                | \$78.00            |
|              | 40093866     | 05/23/2023 | 10679         | BENCI, JOHN                   | \$77.00            |
|              | 40093868     | 05/23/2023 | 9959          | CACCHIONE, PATRICK            | \$77.00            |
|              | 40093869     | 05/23/2023 | 10351         | CAREY, MIKE                   | \$78.00            |
|              | 40093870     | 05/23/2023 | 10745         | CASHMAN, JOHN                 | \$78.00            |
|              | 40093875     | 05/23/2023 | 9474          | CHRISTOPHER, MARY SUE         | \$154.00           |
|              | 40093876     | 05/23/2023 | 9988          | CHRISTY, LISA                 | \$143.00           |
|              | 40093878     | 05/23/2023 | 1001785       | DAKTRONICS                    | \$337.50           |
|              | 40093886     | 05/23/2023 | 9645          | ELY, KEITH                    | \$156.00           |
|              | 40093890     | 05/23/2023 | 9213          | FITZGERALD, DAVID             | \$234.00           |
|              | 40093891     | 05/23/2023 | 10460         | FOGEL, KARL                   | \$61.00            |
|              | 40093892     | 05/23/2023 | 10492         | FORESTA, JEN                  | \$143.00           |
|              | 40093893     | 05/23/2023 | 9269          | FRATONI, JOSEPH               | \$77.00            |
|              | 40093895     | 05/23/2023 | 10618         | GALLEN, JILL                  | \$66.00            |
|              | 40093900     | 05/23/2023 | 9404          | GUY, DARRELL                  | \$66.00            |
|              | 40093903     | 05/23/2023 | 9419          | HOLLOWAY, WILLIAM             | \$61.00            |
|              | 40093905     | 05/23/2023 | 10157         | HOOVEN, RICHARD               | \$66.00            |
|              | 40093906     | 05/23/2023 | 10865         | HUNTER, STEVEN                | \$156.00           |
|              | 40093913     | 05/23/2023 | 10593         | KIRK, JOHN                    | \$66.00            |
|              | 40093917     | 05/23/2023 | 9231          | LAWTHERS, LARRY               | \$62.00            |
|              | 40093918     | 05/23/2023 | 10740         | LEMLER, JACOB                 | \$78.00            |
|              | 40093923     | 05/23/2023 | 10929         | MACON, STEVE                  | \$134.00           |
|              | 40093924     | 05/23/2023 | 10879         | MCGLONE, CHRIS                | \$78.00            |
|              | 40093925     | 05/23/2023 | 10601         | MCKNIGHT, KEVIN               | \$77.00            |
|              | 40093928     | 05/23/2023 | 9170          | MENTZER, MIKE                 | \$74.00            |
|              | 40093931     | 05/23/2023 | 9661          | MITA, FRANK                   | \$66.00            |
|              | 40093932     | 05/23/2023 | 9878          | MOONEY, KIM                   | \$143.00           |
|              | 40093933     | 05/23/2023 | 9173          | NG, RICHARD                   | \$73.00            |
|              | 40093940     | 05/23/2023 | 9139          | PATTERSON, RICHARD            | \$78.00            |
|              | 40093943     | 05/23/2023 | 1000268       | PLAQUES AND SUCH              | \$1,032.95         |
|              | 40093944     | 05/23/2023 | 9304          | POWERS, JIM                   | \$77.00            |
|              | 40093947     | 05/23/2023 | 1008624       | RIGHT TOUCH TROPHIES & AWARDS | \$408.20           |
|              | 40093949     | 05/23/2023 | 9534          | ROSS, VERNON, JR              | \$218.00           |
|              | 40093951     | 05/23/2023 | 10926         | RUTHERFORD, KIMBERLY          | \$143.00           |
|              | 40093952     | 05/23/2023 | 9473          | SCHAEFER, KEVIN               | \$77.00            |
|              | 40093960     | 05/23/2023 | 9303          | TRIPP, DAVID                  | \$77.00            |

## West Chester Area School District Check Register

| Fund Charged    | Check Number | Check Date | Vendor Number | Vendor Name                    | Transaction Amount |
|-----------------|--------------|------------|---------------|--------------------------------|--------------------|
| 29              | 40093962     | 05/23/2023 | 10738         | URBINE, DANIEL                 | \$73.00            |
|                 | 40093970     | 05/23/2023 | 9668          | ZANESKI, JOHN                  | \$73.00            |
| 29 - Total      |              |            |               |                                | \$5,277.65         |
| 40              | 40093859     | 05/23/2023 | 1003432       | AHOLD FINANCIAL SERVICES       | \$21.96            |
|                 | 40093914     | 05/23/2023 | 065200        | KRAPF JR & SON INC GEORGE      | \$159.05           |
|                 | 40093950     | 05/23/2023 | 1008563       | RR DONNELLEY                   | \$42.35            |
| 40 - Total      |              |            |               |                                | \$223.36           |
| 50              | 80040540     | 05/23/2023 | 1008943       | AMAZON                         | \$51.97            |
|                 | 80040541     | 05/23/2023 | 1002086       | BEST BUDDIES PENNSYLVANIA      | \$550.00           |
|                 | 80040542     | 05/23/2023 | 1009905       | EQUITY SINGS, LLC              | \$500.00           |
|                 | 80040543     | 05/23/2023 | 1009901       | KEYTAG LLC                     | \$734.09           |
|                 | 80040544     | 05/23/2023 | 1007037       | KINGS MILL INC.                | \$19,446.80        |
|                 | 80040545     | 05/23/2023 | 1009897       | MABELS LLC                     | \$484.00           |
|                 | 80040546     | 05/23/2023 | 1006232       | NAFME                          | \$324.49           |
|                 | 80040547     | 05/23/2023 | 1007277       | SKYLIGHT PUBLISHING            | \$137.71           |
|                 | 80040548     | 05/23/2023 | 1009894       | STROUP, CHRISTOPHER L.         | \$475.00           |
| 50 - Total      |              |            |               |                                | \$22,704.06        |
| 51              | 80040549     | 05/23/2023 | 1008943       | AMAZON                         | \$148.64           |
|                 | 80040550     | 05/23/2023 | 1008684       | ARROWHEAD DAY CAMP             | \$3,604.00         |
|                 | 80040551     | 05/23/2023 | 1008833       | FIRST BOOK                     | \$386.86           |
|                 | 80040552     | 05/23/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$50.00            |
|                 | 80040553     | 05/23/2023 | 1008188       | KATHERINE AZAR PHOTOGRAPHY LLC | \$3,000.00         |
|                 | 80040554     | 05/23/2023 | 065200        | KRAPF JR & SON INC GEORGE      | \$475.15           |
|                 | 80040555     | 05/23/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$50.00            |
|                 | 80040556     | 05/23/2023 | 1009766       | ROLLING STARS                  | \$2,398.00         |
|                 | 80040557     | 05/23/2023 | 086540        | SCHOLASTIC BOOK FAIRS - 14     | \$3,830.00         |
|                 | 80040558     | 05/23/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$100.00           |
|                 | 80040559     | 05/23/2023 | 090800        | STUDENT REFUNDS & REIMBURSMENT | \$50.00            |
| 51 - Total      |              |            |               |                                | \$14,092.65        |
| Overall - Total |              |            |               |                                | \$867,725.44       |

## West Chester Area School District Electronic Funds Transfer Register

| Fund Charged    | Check Number | Check Date | Vendor Number | Vendor Name                         | Transaction Amount |
|-----------------|--------------|------------|---------------|-------------------------------------|--------------------|
| 01              | V1006653     | 05/23/2023 | 1007696       | AARDVARK PEST CONTROL SERVICES INC. | \$26.00            |
|                 | V1006654     | 05/23/2023 | 015790        | BOYLE'S FLOOR & WINDOW COVERNG      | \$54.54            |
|                 | V1006655     | 05/23/2023 | 032952        | DENNEY ELECTRIC SUPPLY              | \$2,171.63         |
|                 | V1006656     | 05/23/2023 | 036928        | EAGLE POWER TURF & TRACTOR          | \$564.96           |
|                 | V1006657     | 05/23/2023 | 040090        | GEORGE ELY ASSOCIATES INC,          | \$989.00           |
|                 | V1006658     | 05/23/2023 | 043490        | FOLLETT CONTENT SOLUTIONS LLC       | \$607.38           |
|                 | V1006659     | 05/23/2023 | 054645        | HILLYARD, INC.                      | \$61.62            |
|                 | V1006660     | 05/23/2023 | 075220        | MUSIC & ARTS CENTERS                | \$176.00           |
|                 | V1006661     | 05/23/2023 | 1006641       | PSX, INC.                           | \$412.50           |
|                 | V1006662     | 05/23/2023 | 002820        | RIDDELL ALL AMERICAN SPORTS CORP    | \$4,000.00         |
|                 | V1006663     | 05/23/2023 | 1000679       | SHERWIN WILLIAMS                    | \$10.61            |
|                 | V1006664     | 05/23/2023 | 092000        | TAYLORS MUSIC STORE                 | \$108.48           |
|                 | V1006665     | 05/23/2023 | 094345        | UNRUH, TURNER, BURKE & FREES        | \$18,000.75        |
|                 | V1006666     | 05/23/2023 | 095760        | WEINSTEIN SUPPLY CORPORATION        | \$428.40           |
| 01 - Total      |              |            |               |                                     | \$27,611.87        |
| 50              | V5000577     | 05/23/2023 | 071840        | MATLACK FLORIST                     | \$564.95           |
| 50 - Total      |              |            |               |                                     | \$564.95           |
| Overall - Total |              |            |               |                                     | \$28,176.82        |

## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                         | Transaction Amount |
|--------------|--------------|------------|---------------|-------------------------------------|--------------------|
| 01           | 40093972     | 05/30/2023 | 1009433       | AGIREPAIR INC                       | \$1,757.00         |
|              | 40093973     | 05/30/2023 | 1003432       | AHOLD FINANCIAL SERVICES            | \$571.86           |
|              | 40093974     | 05/30/2023 | 1004912       | ALTA LANGUAGE SERVICES INC          | \$8,770.70         |
|              | 40093976     | 05/30/2023 | 1008943       | AMAZON                              | \$5,611.29         |
|              | 40093977     | 05/30/2023 | 007075        | AQUA PA                             | \$6,424.13         |
|              | 40093978     | 05/30/2023 | 007351        | ARAMARK UNIFORM SERVICES            | \$89.96            |
|              | 40093979     | 05/30/2023 | 008510        | ASCD                                | \$89.00            |
|              | 40093980     | 05/30/2023 | 1008681       | AVEANNA HEALTHCARE LLC              | \$355,056.51       |
|              | 40093981     | 05/30/2023 | 009710        | B & H PHOTO                         | \$7,579.62         |
|              | 40093983     | 05/30/2023 | 012660        | BERKS CO INTERMEDIATE UNIT          | \$3,192.00         |
|              | 40093984     | 05/30/2023 | 014300        | BLICK ART MATERIALS                 | \$853.19           |
|              | 40093985     | 05/30/2023 | 016520        | BROOKE & ASSOCIATES, ROBERT         | \$388.58           |
|              | 40093986     | 05/30/2023 | 017290        | BUCKS COUNTY IU #22                 | \$19,015.18        |
|              | 40093987     | 05/30/2023 | 10937         | BURNS, HARRY                        | \$160.00           |
|              | 40093988     | 05/30/2023 | 1007181       | BUSINESSOLVER.COM, INC.             | \$2,353.25         |
|              | 40093989     | 05/30/2023 | 018675        | BUTLER, ROBERTA                     | \$70.00            |
|              | 40093990     | 05/30/2023 | 1009879       | CARDIO PARTNERS INC                 | \$480.70           |
|              | 40093991     | 05/30/2023 | 1000131       | CCRES                               | \$8,800.00         |
|              | 40093993     | 05/30/2023 | 092508        | CENGAGE LEARNING                    | \$10,199.44        |
|              | 40093994     | 05/30/2023 | 022453        | CENTRAL SUSQUEHANNA INTER UNIT      | \$1,015.08         |
|              | 40093995     | 05/30/2023 | 023755        | CHESTER COUNTY INT UNIT # 24        | \$147,318.64       |
|              | 40093996     | 05/30/2023 | 024770        | CHILDREN'S BOOK WORLD               | \$1,676.03         |
|              | 40093998     | 05/30/2023 | 1009463       | COMBUSTION SERVICE & EQUIPMENT CO   | \$534.50           |
|              | 40093999     | 05/30/2023 | 1008284       | CRITICARE HOME HEALTH & NURSING SRV | \$2,782.00         |
|              | 40094000     | 05/30/2023 | 1006843       | D. ARMSTRONG INSTALLATIONS          | \$3,000.00         |
|              | 40094002     | 05/30/2023 | 1009033       | DANIELS, MARY                       | \$173.93           |
|              | 40094003     | 05/30/2023 | 1009474       | DISALVO, LAUREN & DEAN              | \$3,576.11         |
|              | 40094004     | 05/30/2023 | 1003248       | EASY WAY SAFETY SERVICES, INC.      | \$215.00           |
|              | 40094005     | 05/30/2023 | 1001473       | EDUCERE                             | \$1,149.00         |
|              | 40094006     | 05/30/2023 | 1008353       | EI US LLC / LEARN WELL SERVICES     | \$510.00           |
|              | 40094007     | 05/30/2023 | 042490        | FEDERAL EXPRESS CORP                | \$132.89           |
|              | 40094008     | 05/30/2023 | 090920        | FERRARO, LARRY & ANTHONY            | \$31.00            |
|              | 40094009     | 05/30/2023 | 1009908       | GADALETO'S SEAFOOD MARKET           | \$140.25           |
|              | 40094010     | 05/30/2023 | 1006249       | GENERAL HEALTHCARE RESOURCES INC    | \$11,156.43        |
|              | 40094011     | 05/30/2023 | 049450        | GOPHER SPORT                        | \$23.18            |
|              | 40094012     | 05/30/2023 | 1008423       | GOSTRENGTHS INC                     | \$297.00           |
|              | 40094013     | 05/30/2023 | 049690        | GOVCONNECTION, INC                  | \$911.09           |
|              | 40094014     | 05/30/2023 | 050075        | GREAT AMERICA FINANCIAL SERVICES    | \$1,939.66         |
|              | 40094015     | 05/30/2023 | 050165        | GREAT VALLEY LOCKSHOP INC           | \$525.40           |

## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                     | Transaction Amount |
|--------------|--------------|------------|---------------|---------------------------------|--------------------|
| 01           | 40094016     | 05/30/2023 | 1007737       | HANGSAFE HOOKS                  | \$1,060.50         |
|              | 40094017     | 05/30/2023 | 1009911       | HENDERSON CHEERLEADING          | \$1,133.00         |
|              | 40094018     | 05/30/2023 | 055560        | HOME DEPOT CREDIT SERVICES      | \$532.67           |
|              | 40094019     | 05/30/2023 | 1008950       | HOWARD GROUP INC                | \$9,500.00         |
|              | 40094020     | 05/30/2023 | 1007808       | IMPERIAL BAG & PAPER            | \$15,712.43        |
|              | 40094021     | 05/30/2023 | 1002386       | JOHNSON CONTROLS, INC.          | \$357.62           |
|              | 40094022     | 05/30/2023 | 1000345       | KADES-MARGOLIS CAPITAL          | \$200.00           |
|              | 40094023     | 05/30/2023 | 1007627       | KAMOR-BARNES, HEATHER           | \$3,150.00         |
|              | 40094024     | 05/30/2023 | 062600        | KEEN COMPRESSED GAS CO          | \$111.60           |
|              | 40094026     | 05/30/2023 | 1009073       | KELLY SERVICES INC              | \$131,279.28       |
|              | 40094027     | 05/30/2023 | 065200        | KRAPF JR & SON INC GEORGE       | \$4,782.31         |
|              | 40094028     | 05/30/2023 | 1009562       | LACAYO, SELENE                  | \$1,062.87         |
|              | 40094029     | 05/30/2023 | 9693          | LAFFERTY, JOHN                  | \$82.50            |
|              | 40094030     | 05/30/2023 | 065850        | LANCASTER-LEBANON INT UNIT #13  | \$392.00           |
|              | 40094031     | 05/30/2023 | 065915        | LANGUAGE SERVICES ASSOCIATES    | \$508.45           |
|              | 40094032     | 05/30/2023 | 1005310       | LIBERTY TOOL                    | \$32.28            |
|              | 40094033     | 05/30/2023 | 070305        | MAIN LINE CONCRETE & SUPPLY     | \$34.20            |
|              | 40094034     | 05/30/2023 | 1009690       | MCCOOL BERRY, MARY F.           | \$570.00           |
|              | 40094036     | 05/30/2023 | 1000348       | METROPOLITAN LIFE INSURANCE CO. | \$170.00           |
|              | 40094046     | 05/30/2023 | 1009550       | ODP BUSINESS SOLUTIONS          | \$26,256.15        |
|              | 40094047     | 05/30/2023 | 079853        | ON THE GO KIDS, INC             | \$62,811.30        |
|              | 40094048     | 05/30/2023 | 1006565       | ONEIDA AIR SYSTEMS, INC.        | \$144.85           |
|              | 40094049     | 05/30/2023 | 1008130       | OPTIV SECURITY INC              | \$1,736.19         |
|              | 40094050     | 05/30/2023 | 079961        | ORIENTAL TRADING CO., INC       | \$848.86           |
|              | 40094051     | 05/30/2023 | 1006543       | PAPCO, INC.                     | \$3,668.66         |
|              | 40094052     | 05/30/2023 | 077475        | NAPA AUTO PARTS                 | \$241.32           |
|              | 40094054     | 05/30/2023 | 1007748       | PAYSCHOOLS                      | \$275.00           |
|              | 40094055     | 05/30/2023 | 081550        | PEPPER & SON INC J W            | \$874.61           |
|              | 40094056     | 05/30/2023 | 9304          | POWERS, JIM                     | \$180.00           |
|              | 40094057     | 05/30/2023 | 1003082       | PROFORMA                        | \$316.50           |
|              | 40094058     | 05/30/2023 | 1007324       | PROGRAPH INC                    | \$128.30           |
|              | 40094059     | 05/30/2023 | 1000303       | PROQUEST                        | \$5,490.16         |
|              | 40094060     | 05/30/2023 | 1009723       | QUENCH USA INC                  | \$132.63           |
|              | 40094061     | 05/30/2023 | 085325        | ROBERTS OXYGEN COMPANY INC      | \$165.98           |
|              | 40094062     | 05/30/2023 | 085750        | ROTHWELL DOCUMENT SOLUTIONS     | \$74.00            |
|              | 40094063     | 05/30/2023 | 1000088       | SCHOLASTIC TEACHING RESOURCES   | \$14.24            |
|              | 40094066     | 05/30/2023 | 087815        | SHOP RITE OF W.C.               | \$576.85           |
|              | 40094067     | 05/30/2023 | 1006168       | SIDE EFFECTS INC                | \$4,778.25         |
|              | 40094068     | 05/30/2023 | 090170        | STAPLES                         | \$1,382.56         |

## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                       | Transaction Amount |
|--------------|--------------|------------|---------------|-----------------------------------|--------------------|
| 01           | 40094069     | 05/30/2023 | 1009909       | SUPPORTIVE CONCEPTS FOR FAMILIES  | \$29,100.00        |
|              | 40094070     | 05/30/2023 | 091360        | SWEET, STEVENS, KATZ & WILLIAMS   | \$20.00            |
|              | 40094071     | 05/30/2023 | 090310        | THOM STECHER AND ASSOCIATES       | \$9,050.00         |
|              | 40094072     | 05/30/2023 | 1006474       | TRI-STATE ELEVATOR COMPANY, INC.  | \$1,140.75         |
|              | 40094073     | 05/30/2023 | 029320        | TRUSTMARK HEALTH BENEFITS INC     | \$1,716.00         |
|              | 40094074     | 05/30/2023 | 093600        | UNITED REFRIGERATION CO           | \$2,008.26         |
|              | 40094075     | 05/30/2023 | 094403        | US FOODSERVICE                    | \$607.93           |
|              | 40094076     | 05/30/2023 | 093395        | US GAMES                          | \$746.44           |
|              | 40094077     | 05/30/2023 | 1007699       | US MEDICAL STAFFING LLC           | \$13,622.91        |
|              | 40094078     | 05/30/2023 | 1002676       | VERIZON WIRELESS                  | \$1,118.02         |
|              | 40094079     | 05/30/2023 | 095412        | WAREHOUSE BATTERY OUTLET          | \$1,951.12         |
|              | 40094080     | 05/30/2023 | 1000059       | WEST CHESTER ED SUPPORT PERSONNEL | \$200.95           |
|              | 40094081     | 05/30/2023 | 1000058       | TRUMARK FCU                       | \$1,142.35         |
|              | 40094082     | 05/30/2023 | 097380        | WESTTOWN-EAST GOSHEN POLICE       | \$18,750.00        |
|              | 40094084     | 05/30/2023 | 098060        | WILSON LANGUAGE TRAINING CORP     | \$478.44           |
|              | 40094085     | 05/30/2023 | 1009809       | WORLD FUEL SERVICES INC           | \$2,752.61         |
| 01 - Total   |              |            |               |                                   | \$973,743.50       |
| 29           | 40093982     | 05/30/2023 | 9197          | BEMILLER, THOMAS, JR              | \$78.00            |
|              | 40094001     | 05/30/2023 | 1001785       | DAKTRONICS                        | \$3,970.00         |
|              | 40094035     | 05/30/2023 | 9170          | MENTZER, MIKE                     | \$78.00            |
|              | 40094053     | 05/30/2023 | 9139          | PATTERSON, RICHARD                | \$78.00            |
|              | 40094065     | 05/30/2023 | 1006140       | SHOOT-A-WAY INCORPORATED          | \$295.00           |
| 29 - Total   |              |            |               |                                   | \$4,499.00         |
| 30           | 40093992     | 05/30/2023 | 021581        | CDW GOVERNMENT, INC               | \$12,670.00        |
|              | 40094037     | 05/30/2023 | 075186        | MOBILE MINI, INC                  | \$291.16           |
|              | 40094083     | 05/30/2023 | 1008068       | WILLIAMS SCOTSMAN INC             | \$4,416.00         |
| 30 - Total   |              |            |               |                                   | \$17,377.16        |
| 40           | 40093997     | 05/30/2023 | 1002022       | COLLEGE BOARD, THE                | \$172,220.00       |
|              | 40094046     | 05/30/2023 | 1009550       | ODP BUSINESS SOLUTIONS            | \$63.87            |
|              | 40094064     | 05/30/2023 | 1009762       | SEBELIST, RACHEL                  | \$1,091.25         |
| 40 - Total   |              |            |               |                                   | \$173,375.12       |
| 50           | 80040549     | 05/30/2023 | 007660        | ARIANNA'S GOURMET CAFE            | \$1,531.75         |
|              | 80040550     | 05/30/2023 | 1007376       | AWARD EMBLEM MFG. CO., INC.       | \$174.92           |
|              | 80040551     | 05/30/2023 | 023755        | CHESTER COUNTY INT UNIT # 24      | \$36.75            |
|              | 80040552     | 05/30/2023 | 1008648       | CHICK-FIL-A / JAF                 | \$918.00           |
|              | 80040553     | 05/30/2023 | 027050        | COLONIAL VILLAGE MEAT MARKETS     | \$4,494.10         |

## West Chester Area School District Check Register

| Fund Charged    | Check Number | Check Date | Vendor Number | Vendor Name                     | Transaction Amount |
|-----------------|--------------|------------|---------------|---------------------------------|--------------------|
| 50              | 80040554     | 05/30/2023 | 038965        | EDUCATIONAL THEATRE ASSN        | \$654.00           |
|                 | 80040555     | 05/30/2023 | 090920        | FERRARO, LARRY & ANTHONY        | \$2,486.89         |
|                 | 80040556     | 05/30/2023 | 1007968       | HONORS GRADUATION               | \$34.00            |
|                 | 80040557     | 05/30/2023 | 1007072       | INSTRUMENTALIST CO., THE        | \$346.00           |
|                 | 80040558     | 05/30/2023 | 060400        | JAMISON, PHILIP                 | \$310.00           |
|                 | 80040559     | 05/30/2023 | 1007037       | KINGS MILL INC.                 | \$2,157.00         |
|                 | 80040560     | 05/30/2023 | 1002589       | LORGUS, LINDA                   | \$175.00           |
|                 | 80040561     | 05/30/2023 | 1007324       | PROGRAPH INC                    | \$70.00            |
|                 | 80040562     | 05/30/2023 | 1000721       | RITA'S WATER ICE                | \$350.00           |
|                 | 80040571     | 05/30/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$40.00            |
|                 | 80040572     | 05/30/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$40.00            |
|                 | 80040573     | 05/30/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$25.00            |
|                 | 80040574     | 05/30/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$25.00            |
|                 | 80040575     | 05/30/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$25.00            |
|                 | 80040576     | 05/30/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$40.00            |
|                 | 80040577     | 05/30/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$40.00            |
|                 | 80040578     | 05/30/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$25.00            |
|                 | 80040579     | 05/30/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$40.00            |
|                 | 80040580     | 05/30/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$25.00            |
|                 | 80040581     | 05/30/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$50.00            |
|                 | 80040582     | 05/30/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$40.00            |
|                 | 80040583     | 05/30/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$50.00            |
|                 | 80040584     | 05/30/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$100.00           |
|                 | 80040585     | 05/30/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$25.00            |
|                 | 80040586     | 05/30/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$100.00           |
| 50 - Total      |              |            |               |                                 | \$14,428.41        |
| 51              | 80040563     | 05/30/2023 | 1001086       | 4 IMPRINT                       | \$1,940.36         |
|                 | 80040564     | 05/30/2023 | 005150        | AMERICAN HEART ASSOC. S.E. PA   | \$4,751.00         |
|                 | 80040565     | 05/30/2023 | 1007485       | CMF VENDING                     | \$148.50           |
|                 | 80040566     | 05/30/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$1,000.00         |
|                 | 80040567     | 05/30/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$300.00           |
|                 | 80040568     | 05/30/2023 | 090800        | STUDENT REFUNDS & REIMBURSEMENT | \$2,185.00         |
|                 | 80040569     | 05/30/2023 | 1009550       | ODP BUSINESS SOLUTIONS          | \$126.71           |
|                 | 80040570     | 05/30/2023 | 1008445       | PENN'S TABLE ENTERPRISES        | \$2,088.60         |
| 51 - Total      |              |            |               |                                 | \$12,540.17        |
| Overall - Total |              |            |               |                                 | \$1,195,963.36     |

# West Chester Area School District Electronic Funds Transfer Register

| Fund Charged    | Check Number | Check Date | Vendor Number | Vendor Name                      | Transaction Amount |             |
|-----------------|--------------|------------|---------------|----------------------------------|--------------------|-------------|
| 01              | V1006667     | 05/30/2023 | 010830        | BARNES & NOBLE INC.              | \$645.99           |             |
|                 | V1006668     | 05/30/2023 | 015790        | BOYLE'S FLOOR & WINDOW COVERNG   | \$2,553.75         |             |
|                 | V1006669     | 05/30/2023 | 017340        | BSN SPORTS LLC                   | \$3,054.70         |             |
|                 | V1006670     | 05/30/2023 | 021100        | CAROLINA BIOLOGICAL              | \$48.30            |             |
|                 | V1006671     | 05/30/2023 | 1002456       | CERAMIC SHOP, THE                | \$291.84           |             |
|                 | V1006672     | 05/30/2023 | 032900        | DEMCO INC                        | \$1,130.65         |             |
|                 | V1006673     | 05/30/2023 | 036928        | EAGLE POWER TURF & TRACTOR       | \$125.97           |             |
|                 | V1006674     | 05/30/2023 | 043490        | FOLLETT CONTENT SOLUTIONS LLC    | \$528.44           |             |
|                 | V1006675     | 05/30/2023 | 043605        | FOX ROTHSCHILD LLP               | \$4,586.03         |             |
|                 | V1006676     | 05/30/2023 | 054645        | HILLYARD, INC.                   | \$104.03           |             |
|                 | V1006677     | 05/30/2023 | 1005178       | K. C. SIGN COMPANY               | \$3,595.00         |             |
|                 | V1006678     | 05/30/2023 | 064810        | KNOX EQUIPMENT RENTALS INC       | \$385.00           |             |
|                 | V1006679     | 05/30/2023 | 069270        | MACGILL & CO, WILLIAM V.         | \$500.46           |             |
|                 | V1006680     | 05/30/2023 | 071840        | MATLACK FLORIST                  | \$1,091.86         |             |
|                 | V1006681     | 05/30/2023 | 075220        | MUSIC & ARTS CENTERS             | \$653.11           |             |
|                 | V1006682     | 05/30/2023 | 1008679       | NUTRIEN AG SOLUTIONS INC         | \$16,914.40        |             |
|                 | V1006683     | 05/30/2023 | 002820        | RIDDELL ALL AMERICAN SPORTS CORP | \$10,875.00        |             |
|                 | V1006684     | 05/30/2023 | 086700        | SCHOOL HEALTH CORPORATION        | \$252.74           |             |
|                 | V1006685     | 05/30/2023 | 086775        | SCHOOL NURSE SUPPLY              | \$264.39           |             |
|                 | V1006686     | 05/30/2023 | 086710        | SCHOOL SPECIALTY LLC             | \$3,569.30         |             |
|                 | V1006687     | 05/30/2023 | 092000        | TAYLORS MUSIC STORE              | \$796.13           |             |
|                 | V1006688     | 05/30/2023 | 093337        | TUTTLE MARKETING SVCS INC        | \$576.00           |             |
|                 | V1006689     | 05/30/2023 | 1000056       | UNITED WAY OF CHESTER COUNTY     | \$830.76           |             |
|                 | V1006690     | 05/30/2023 | 095760        | WEINSTEIN SUPPLY CORPORATION     | \$1,027.09         |             |
|                 | V1006691     | 05/30/2023 | 097010        | WEST MUSIC CO.                   | \$722.61           |             |
|                 | V1006692     | 05/30/2023 | 1004004       | WORKPLACE CENTRAL                | \$266.77           |             |
|                 | V1006693     | 05/30/2023 | 093345        | YALE ELECTRIC SUPPLY CO          | \$26.41            |             |
|                 | 01           | - Total    |               |                                  |                    | \$55,416.73 |
|                 | 29           | V1006669   | 05/30/2023    | 017340                           | BSN SPORTS LLC     | \$5,752.20  |
|                 | 29           | - Total    |               |                                  |                    | \$5,752.20  |
| 50              | V5000578     | 05/30/2023 | 093337        | TUTTLE MARKETING SVCS INC        | \$948.50           |             |
| 50              | - Total      |            |               |                                  | \$948.50           |             |
| 51              | V5000579     | 05/30/2023 | 1007101       | FOLLETT SCHOOL SOLUTIONS, INC.   | \$334.58           |             |
| 51              | - Total      |            |               |                                  | \$334.58           |             |
| Overall - Total |              |            |               |                                  | \$62,452.01        |             |

# Student Activity Accounts

| Location | Budget Unit | Project | Project Title                | May 31, 2023 |
|----------|-------------|---------|------------------------------|--------------|
| 221      | 50000221    | 005221  | BEST BUDDIES                 | 537.40       |
| 222      | 50000222    | 005222  | BEST BUDDIES                 | 364.27       |
| 223      | 50000223    | 005223  | BEST BUDDIES                 | 4,506.73     |
| 326      | 50000326    | 005326  | BEST BUDDIES                 | 36.19        |
| 327      | 50000327    | 005327  | BEST BUDDIES                 | 238.53       |
| 328      | 50000328    | 005328  | BEST BUDDIES                 | 3,546.34     |
| 221      | 50000221    | 006221  | BLACK STUDENT UNION          | 9,700.09     |
| 222      | 50000222    | 006222  | BLACK STUDENT UNION          | 1,599.01     |
| 223      | 50000223    | 006223  | BLACK STUDENT UNION          | 666.82       |
| 223      | 50000223    | 007223  | BRINGING HOPE HOME CLUB      | 1,407.00     |
| 327      | 50000327    | 008327  | 8 <sup>th</sup> GRADE DANCE  | 5.08         |
| 221      | 50000221    | 012221  | CLASS OF 2023                | 11,392.55    |
| 222      | 50000222    | 012222  | CLASS OF 2023                | 9,589.04     |
| 223      | 50000223    | 012223  | CLASS OF 2023                | 7,431.10     |
| 327      | 50000327    | 012327  | CLASS OF 2023                | 2,313.02     |
| 221      | 50000221    | 013221  | CLASS OF 2024                | 8,600.76     |
| 222      | 50000222    | 013222  | CLASS OF 2024                | 13,701.91    |
| 223      | 50000223    | 013223  | CLASS OF 2024                | 20,648.89    |
| 327      | 50000327    | 013327  | CLASS OF 2024                | 2,049.28     |
| 221      | 50000221    | 014221  | CLASS OF 2025                | 4,126.88     |
| 222      | 50000222    | 014222  | CLASS OF 2025                | 4,105.80     |
| 223      | 50000223    | 014223  | CLASS OF 2025                | 3,194.50     |
| 327      | 50000327    | 014327  | CLASS OF 2025                | 2,020.34     |
| 221      | 50000221    | 015221  | CLASS OF 2020                | 1,191.75     |
| 222      | 50000222    | 015222  | CLASS OF 2026                | 2,201.50     |
| 223      | 50000223    | 015223  | CLASS OF 2026                | 4,126.76     |
| 221      | 50000221    | 016221  | MOCK TRIAL TEAM              | 341.31       |
| 221      | 50000221    | 017221  | MODEL U.N.                   | 895.39       |
| 222      | 50000222    | 017222  | MODEL U.N.                   | 1,068.76     |
| 223      | 50000223    | 017223  | MODEL U.N.                   | 2,204.75     |
| 221      | 50000221    | 018221  | DECA                         | 298.51       |
| 222      | 50000222    | 018222  | DECA                         | 6,031.90     |
| 223      | 50000223    | 018223  | DECA                         | 18,245.02    |
| 223      | 50000223    | 019223  | IDRYO (LITERARY MAGAZINE)    | 49.51        |
| 222      | 50000222    | 020222  | INTERACT                     | 2,606.74     |
| 221      | 50000221    | 021221  | MULTICULTURAL CLUB           | 54.04        |
| 222      | 50000222    | 023222  | WVIK CLUB                    | 368.80       |
| 223      | 50000223    | 023223  | PHOTOGRAPHY CLUB             | 3,657.75     |
| 221      | 50000221    | 025221  | ARTNERSHIPS                  | 412.82       |
| 222      | 50000222    | 025222  | RELAY FOR LIFE               | 700.09       |
| 221      | 50000221    | 031221  | HENDERSON UNIFIED BOCCE      | 1,500.00     |
| 221      | 50000221    | 032221  | WORLD LANGUAGE HONOR SOCIETY | 650.36       |
| 221      | 50000221    | 034221  | NATIONAL HONOR SOCIETY       | 4,197.58     |
| 222      | 50000222    | 034222  | NATIONAL HONOR SOCIETY       | 3,461.37     |
| 223      | 50000223    | 034223  | NATIONAL HONOR SOCIETY       | 2,183.20     |
| 221      | 50000221    | 036221  | NEWSPAPER                    | 299.92       |
| 221      | 50000221    | 037221  | SPEECH & DEBATE              | 31.22        |
| 221      | 50000221    | 038221  | RED CROSS CLUB               | 76.01        |
| 222      | 50000222    | 038222  | FASHION CLUB                 | 525.14       |
| 223      | 50000223    | 038223  | FASHION CLUB                 | 94.31        |

# Student Activity Accounts

| Location | Budget Unit | Project | Project Title                | May 31, 2023 |
|----------|-------------|---------|------------------------------|--------------|
| 222      | 50000222    | 039222  | HANDS TO HEARTS              | 22.52        |
| 326      | 50000326    | 039326  | TOGETHER CLUB                | 1,360.00     |
| 221      | 50000221    | 040221  | S.A.D.D.                     | 43.82        |
| 222      | 50000222    | 040222  | S.A.D.D.                     | 964.99       |
| 223      | 50000223    | 040223  | S.A.D.D.                     | 1,616.22     |
| 221      | 50000221    | 041221  | SCIENCE OLYMPIAD             | 2,276.87     |
| 222      | 50000222    | 041222  | SCIENCE OLYMPIAD             | 188.79       |
| 223      | 50000223    | 041223  | SCIENCE OLYMPIAD             | 613.33       |
| 221      | 50000221    | 042221  | SKI CLUB                     | 0.21         |
| 326      | 50000326    | 042326  | SKI CLUB                     | 5,946.27     |
| 221      | 50000221    | 043221  | PHYSICS OLYMPIAD             | 473.39       |
| 326      | 50000326    | 045326  | CROSS COUNTRY                | 70.55        |
| 326      | 50000326    | 044326  | SCIENCE OLYMPIAD             | 1,809.24     |
| 327      | 50000327    | 045327  | ART CLUB                     | 21.87        |
| 221      | 50000221    | 046221  | NATIONAL ART HONOR SOCIETY   | 410.00       |
| 222      | 50000222    | 046222  | NATIONAL ART HONOR SOCIETY   | 1,315.92     |
| 221      | 50000221    | 047221  | DEFYING MENTAL ILLNESS       | 245.63       |
| 222      | 50000222    | 048222  | TEAM RED CROSS               | 190.00       |
| 222      | 50000222    | 049222  | HOUSE OF HOPE                | 4,624.00     |
| 221      | 50000221    | 050221  | STUDENT COUNCIL              | 2,885.32     |
| 222      | 50000222    | 050222  | STUDENT COUNCIL              | 12,424.46    |
| 223      | 50000223    | 050223  | STUDENT COUNCIL              | 5,188.89     |
| 326      | 50000326    | 050326  | STUDENT COUNCIL              | 7,926.93     |
| 327      | 50000327    | 050327  | STUDENT COUNCIL              | 2,511.78     |
| 328      | 50000328    | 050328  | STUDENT COUNCIL              | 18,402.83    |
| 221      | 50000221    | 051221  | GSA                          | 4.91         |
| 222      | 50000222    | 051222  | BREAST CANCER AWARENESS      | 615.50       |
| 223      | 50000223    | 051223  | RUSTIN GSA                   | 1,014.11     |
| 326      | 50000326    | 051326  | GSA                          | 452.49       |
| 221      | 50000221    | 052221  | SPECIAL OLYMPICS UNIFIED     | 734.85       |
| 222      | 50000222    | 052222  | OPERATION SMILE              | 126.00       |
| 221      | 50000221    | 053221  | WAKE UP WARRIORS             | 326.75       |
| 221      | 50000221    | 054221  | HIGH SCHOOL YEARBOOK         | 1,188.63     |
| 222      | 50000222    | 054222  | HIGH SCHOOL YEARBOOK         | 18,657.65    |
| 223      | 50000223    | 054223  | HIGH SCHOOL YEARBOOK         | 7,157.80     |
| 327      | 50000327    | 054327  | MIDDLE SCHOOL YEARBOOK       | 598.02       |
| 328      | 50000328    | 054328  | MIDDLE SCHOOL YEARBOOK       | 1,578.45     |
| 221      | 50000221    | 055221  | GLAMOUR GALS                 | 307.50       |
| 222      | 50000222    | 056222  | SCHOOL STORE                 | 4,922.16     |
| 221      | 50000221    | 058221  | ANIME CLUB                   | 23.67        |
| 223      | 50000223    | 060223  | GERMAN CLUB                  | 612.31       |
| 221      | 50000221    | 061221  | MU ALPHA THETA HONOR SOCIETY | 628.06       |
| 222      | 50000222    | 061222  | MATH CLUB                    | 65.83        |
| 221      | 50000221    | 062221  | ACADEMIC TEAM - HENDERSON    | 5,056.29     |
| 222      | 50000222    | 062222  | NORSE CODE NEWSPAPER         | 507.00       |
| 223      | 50000223    | 062223  | ACADEMIC TEAM - RUSTIN       | 145.32       |
| 221      | 50000221    | 063221  | HHS NEUROSCIENCE             | 85.82        |
| 221      | 50000221    | 064221  | WARRIORS CRICKET CLUB        | 203.00       |
| 222      | 50000222    | 064222  | ACADEMIC TEAM                | 2,750.00     |
| 223      | 50000223    | 064223  | AMERICAN LATINO PROGRAM      | 211.14       |

# Student Activity Accounts

| Location                      | Budget Unit | Project | Project Title              | May 31, 2023      |
|-------------------------------|-------------|---------|----------------------------|-------------------|
| 221                           | 50000221    | 065221  | HOSA                       | 421.20            |
| 221                           | 50000221    | 070221  | SCHOOL MUSICAL             | 28,690.84         |
| 222                           | 50000222    | 070222  | BROADWAY SHOW              | 33,826.69         |
| 223                           | 50000223    | 070223  | THEATER FUND               | 28,944.75         |
| 221                           | 50000221    | 072221  | CALLIOPE                   | 783.08            |
| 221                           | 50000221    | 073221  | STUDENTS FOR ANIMALS CLU   | 300.00            |
| 326                           | 50000326    | 073326  | FOOTBALL ACTIVITY FUND     | 2,008.54          |
| 221                           | 50000221    | 074221  | LATIN APPRECIATION STUDE   | 300.00            |
| 326                           | 50000326    | 074326  | CHEER CLUB                 | 1,856.05          |
| 222                           | 50000222    | 075222  | TRI-M MUSIC HONORS SOCIETY | 17.80             |
| 326                           | 50000326    | 075326  | WRESTLING ACTIVITY         | 48.67             |
| 326                           | 50000326    | 076326  | TRACK & FIELD ACTIVITY     | 820.98            |
| 221                           | 50000221    | 077221  | TRI-M MUSIC HONOR SOCIETY  | 1,165.09          |
| 221                           | 50000221    | 078221  | MUSIC DEPARTMENT FUND      | 1,678.12          |
| 222                           | 50000222    | 078222  | CHORAL FUND                | 264.68            |
| 223                           | 50000223    | 078223  | CHORAL FUND                | 3,827.44          |
| 221                           | 50000221    | 080221  | HHS ESPORTS                | 215.68            |
| 221                           | 50000221    | 081221  | OPERATION SMILE            | 339.00            |
| 221                           | 50000221    | 083221  | SOUTH ASIAN STUDENT ASSO   | 157.67            |
| 222                           | 50000222    | 086222  | COMPUTER ACCOUNT           | 408.36            |
| 221                           | 50000221    | 087221  | ROBOTICS CLUB              | 2,228.54          |
| 221                           | 50000221    | 090221  | DRAMA CLUB                 | 5,776.20          |
| 326                           | 50000326    | 090326  | DRAMA                      | 33,295.90         |
| 327                           | 50000327    | 090327  | DRAMA                      | 4,909.66          |
| 328                           | 50000328    | 090328  | DRAMA                      | 34,680.02         |
| 221                           | 50000221    | 093221  | STUDENTS HELPING STUDENTS  | 1,104.96          |
| 222                           | 50000222    | 093222  | KARE - EAST                | 935.40            |
| 326                           | 50000326    | 093326  | PEIRCE PROUD KIDS          | 1,497.69          |
| 223                           | 50000223    | 094223  | MEGA CLUB                  | 733.74            |
| 221                           | 50000221    | 095221  | FEMPOWERMENT CLUB          | 173.39            |
| 221                           | 50000221    | 096221  | KINDNESS CLUB              | 813.38            |
| 222                           | 50000222    | 098222  | FORGN LANG HONOR SOCIETY   | 2,293.48          |
| <b>Total Fund 50 Projects</b> |             |         |                            | <b>483,280.13</b> |
| 221                           | 51000221    | 130221  | ENVIRONMENTAL CLUB         | 150.55            |
| 327                           | 51000327    | 142327  | SKI CLUB                   | 1,303.40          |
| 330                           | 51000330    | 164330  | ACTIVITY FUND              | 5,416.36          |
| 432                           | 51000432    | 164432  | ACTIVITY FUND              | 956.85            |
| 437                           | 51000437    | 164437  | ACTIVITY FUND              | 2,934.09          |
| 438                           | 51000438    | 164438  | ACTIVITY FUND              | 3,701.75          |
| 440                           | 51000440    | 164440  | ACTIVITY FUND              | 9,182.76          |
| 444                           | 51000444    | 164444  | ACTIVITY FUND              | 13,497.48         |
| 445                           | 51000445    | 164445  | ACTIVITY FUND              | 3,286.71          |
| 447                           | 51000447    | 164447  | ACTIVITY FUND              | 10,417.55         |
| 448                           | 51000448    | 164448  | ACTIVITY FUND              | 6,819.43          |
| 451                           | 51000451    | 164451  | ACTIVITY FUND              | 1,687.51          |
| 452                           | 51000452    | 164452  | ACTIVITY FUND              | 13,696.73         |
| 453                           | 51000453    | 164453  | ACTIVITY FUND              | 2,936.66          |
| 454                           | 51000454    | 164454  | ACTIVITY FUND              | 2,156.83          |
| 931                           | 51000931    | 164931  | ACTIVITY FUND              | 676.29            |
| 955                           | 51000955    | 164955  | ACTIVITY FUND              | 34.17             |

# Student Activity Accounts

| Location | Budget Unit | Project | Project Title            | May 31, 2023 |
|----------|-------------|---------|--------------------------|--------------|
| 980      | 51000980    | 164980  | CYBER ACTIVITY FUND      | 337.76       |
| 451      | 51000451    | 179451  | PHYSICAL EDUCATION       | 2,205.15     |
| 221      | 51000221    | 180221  | CLEARING ACCOUNT         | 23,139.38    |
| 222      | 51000222    | 180222  | CLEARING ACCOUNT         | 4,477.70     |
| 223      | 51000223    | 180223  | CLEARING ACCOUNT         | 6,564.28     |
| 326      | 51000326    | 180326  | CLEARING ACCOUNT         | 408.24       |
| 327      | 51000327    | 180327  | CLEARING ACCOUNT         | 451.64       |
| 328      | 51000328    | 180328  | CLEARING ACCOUNT         | 5,132.76     |
| 955      | 51000955    | 182955  | COLLEGE SCHOLRSHP FD ADM | 5,306.62     |
| 326      | 51000326    | 190326  | DRAMA                    | 105.00       |
| 222      | 51000222    | 191222  | SCHOOL SIGN EHS          | 3,875.14     |
| 452      | 51000452    | 193452  | LIFE SKILLS SUPPORT      | 22.05        |
| 437      | 51000437    | 194437  | FIELD TRIP FUND          | 8,082.13     |
| 440      | 51000440    | 194440  | FIELD TRIP ACCT          | 7,234.21     |
| 454      | 51000454    | 194454  | FIELD TRIP FUND          | 2,592.98     |
| 221      | 51000221    | 202221  | IMPROVEMENT FUND         | 18,032.99    |
| 222      | 51000222    | 202222  | IMPROVEMENT FUND         | 25,561.28    |
| 223      | 51000223    | 202223  | IMPROVEMENT FUND         | 10,726.44    |
| 326      | 51000326    | 202326  | IMPROVEMENT FUND         | 677.55       |
| 327      | 51000327    | 202327  | IMPROVEMENT FUND         | 9,133.02     |
| 328      | 51000328    | 202328  | IMPROVEMENT FUND         | 3,214.57     |
| 222      | 51000222    | 203222  | HEART MONITOR/PE ACCT    | 2,781.35     |
| 223      | 51000223    | 203223  | PE HEART MONITORS        | 196.55       |
| 222      | 51000222    | 209222  | ENGLISH DEPT             | 5,120.82     |
| 222      | 51000222    | 210222  | LIBRARY FUND             | 1,019.96     |
| 223      | 51000223    | 210223  | LIBRARY FUND             | 387.42       |
| 326      | 51000326    | 210326  | LIBRARY FUND             | 196.98       |
| 327      | 51000327    | 210327  | LIBRARY FUND             | 2,903.74     |
| 328      | 51000328    | 210328  | LIBRARY FUND             | 2,603.82     |
| 438      | 51000438    | 210438  | LIBRARY FUND             | 7,219.38     |
| 440      | 51000440    | 210440  | LIBRARY FUND             | 1,689.47     |
| 444      | 51000444    | 210444  | LIBRARY FUND             | 7,033.09     |
| 445      | 51000445    | 210445  | LIBRARY FUND             | 6,342.58     |
| 447      | 51000447    | 210447  | LIBRARY FUND             | 2,070.76     |
| 448      | 51000448    | 210448  | LIBRARY FUND             | 3,004.26     |
| 451      | 51000451    | 210451  | LIBRARY FUND             | 114.23       |
| 452      | 51000452    | 210452  | LIBRARY FUND             | 9,164.34     |
| 453      | 51000453    | 210453  | LIBRARY FUND             | 3,625.81     |
| 454      | 51000454    | 210454  | LIBRARY FUND             | 140.61       |
| 221      | 51000221    | 211221  | HEALTH FITNESS/HRM       | 2,291.54     |
| 326      | 51000326    | 214326  | MUSIC FUND               | 9,513.24     |
| 327      | 51000327    | 214327  | MUSIC FUND               | 3,651.99     |
| 328      | 51000328    | 214328  | MUSIC FUND               | 3,383.09     |
| 448      | 51000448    | 214448  | MUSIC FUND               | 11.65        |
| 222      | 51000222    | 216222  | PAVE THE WAY             | 1,652.62     |
| 221      | 51000221    | 234221  | STUDENT ASSISTANCE FUND  | 7,326.49     |
| 222      | 51000222    | 234222  | STUDENT ASSISTANCE FUND  | 16,216.77    |
| 223      | 51000223    | 234223  | STUDENT ASSISTANCE FUND  | 3,605.75     |
| 328      | 51000328    | 234328  | STUDENT ASSISTANCE FUND  | 1,396.00     |
| 221      | 51000221    | 250221  | BRUNO SCHOLARSHIP        | 6,581.15     |

# Student Activity Accounts

| Location                                                       | Budget Unit | Project | Project Title                          | May 31, 2023        |
|----------------------------------------------------------------|-------------|---------|----------------------------------------|---------------------|
| 953                                                            | 51000953    | 250953  | ACTIVITY FEE WAIVER FUND STUDENT       | 108.94              |
| 221                                                            | 51000221    | 251221  | RICK MAERKER MEMORIAL SCHOLARSHIP      | 11,201.58           |
| 223                                                            | 51000223    | 251223  | ARSCOTT SOCCER SCHOLARSHIP             | 300.29              |
| 221                                                            | 51000221    | 252221  | B REED HNDERSON SCHOLARSHIP            | 59,099.53           |
| 221                                                            | 51000221    | 253221  | VICKY AHLUM MEMORIAL SCHOLARSHIP       | 3,931.50            |
| 221                                                            | 51000221    | 254221  | PEER BEST BUDDIES SCHOLARSHIP          | 10.00               |
| 222                                                            | 51000222    | 254222  | CLASS OF 2005 SCHOLARSHIP              | 2,262.34            |
| 221                                                            | 51000221    | 255221  | BOYS LACROSSE BOOSTERS AWARD           | 5,306.32            |
| 222                                                            | 51000222    | 255222  | RECYCLING SCHOLARSHIP                  | 494.04              |
| 221                                                            | 51000221    | 257221  | JEANNE D. SCIUBBA MEMORIAL SCHOLARSHIP | 4.96                |
| 221                                                            | 51000221    | 258221  | CLASS OF 1972 SCHOLARSHIP              | 5,220.00            |
| 223                                                            | 51000223    | 258223  | BIANCA ROBERSON SCHOLARSHIP            | 7,863.67            |
| 955                                                            | 51000955    | 259955  | MATLACK MEMORIAL TRUST FUND            | 5,083.32            |
| 221                                                            | 51000221    | 261221  | TRAPNELL SCHOLARSHIP                   | 113,499.91          |
| 223                                                            | 51000223    | 263223  | CHARLES COGNATO SCHOLARSHIP            | 16,000.00           |
| 221                                                            | 51000221    | 265221  | TUKLOFF MEMORIAL TRUST                 | 25.08               |
| 222                                                            | 51000222    | 268222  | WENKE SCHOLSP FUND                     | 8,697.76            |
| 221                                                            | 51000221    | 269221  | THOMAS WEEKS SCHOLARSHIP               | 267.66              |
| 221                                                            | 51000221    | 276221  | CLASS OF 2020 SCHOLARSHIP              | 4,400.00            |
| 955                                                            | 51000955    | 290955  | UNDISTRIBUTED INCOME                   | 19,302.78           |
| <b>Total Fund 51 Projects</b>                                  |             |         |                                        | <b>590,461.15</b>   |
| <b>Fund 50 / 51 - Combined Project Totals</b>                  |             |         |                                        | <b>1,073,741.28</b> |
| <b>Fund 50 / 51 - Combined Accounts Payable</b>                |             |         |                                        | <b>818.22</b>       |
| <b>Fund 50 / 51 - Due to / from other funds</b>                |             |         |                                        | <b>(74,334.23)</b>  |
| <b>Total Student Activity and Agency Funds</b>                 |             |         |                                        | <b>1,000,225.27</b> |
| <b>Fund 50 / 51 - Cash Account Balances as of May 31, 2023</b> |             |         |                                        | <b>Total Cash</b>   |
|                                                                |             |         |                                        | <b>1,000,225.27</b> |
| <b>Total Student and Agency Activity Funds</b>                 |             |         |                                        | <b>1,000,225.27</b> |

**WEST CHESTER AREA SCHOOL DISTRICT**  
**FOOD SERVICES CASH BALANCE STATEMENT AND DISBURSEMENT APPROVAL REPORT**  
**MAY 31, 2023**

**OPERATING CASH**

CASH BALANCE APRIL 30, 2023 \$ 145,936.77

RECEIPTS MAY 1, 2023 - MAY 31, 2023

|                                   |            |            |
|-----------------------------------|------------|------------|
| DEPOSITS                          | 33,341.50  |            |
| DEPOSITS ON ACCOUNT               | 226,348.53 |            |
| INTEREST                          | 737.41     |            |
| SALE OF EQUIPMENT                 | -          |            |
| POS FEES RECEIVED                 | 2,560.74   |            |
| ARAMARK REIMBURSEMENT             | -          |            |
| TRANSFER FROM INVESTMENTS ACCOUNT | 100,000.00 |            |
| TOTAL RECEIPTS                    |            | 362,988.18 |

DISBURSEMENTS MAY 1, 2023 - MAY 31, 2023

|                              |            |            |
|------------------------------|------------|------------|
| BANK FEES                    | 295.58     |            |
| POS SERVICE CHARGES          | -          |            |
| EQUIPMENT PURCHASES          | -          |            |
| ARAMARK PAYMENTS             | 323,468.58 |            |
| STUDENT REFUNDS              | 274.65     |            |
| ARAMARK MAINTENANCE SUPPLIES | -          |            |
| CUSTODIAL SERVICES           | -          |            |
| OTHER                        | -          |            |
| TOTAL DISBURSEMENTS          |            | 324,038.81 |

CASH BALANCE MAY 31, 2023 \$ 184,886.14

**INVESTMENTS**

INVESTMENT BALANCE APRIL 30, 2023 \$ 2,799,097.12

RECEIPTS MAY 1, 2023 - MAY 31, 2023

|                                 |            |            |
|---------------------------------|------------|------------|
| TRANSFERS FROM CHECKING ACCOUNT |            |            |
| STATE AND FEDERAL SUBSIDY       | 147,188.01 |            |
| INTEREST                        | 11,602.07  |            |
| TOTAL ADDITIONS                 |            | 158,790.08 |

DISBURSEMENTS MAY 1, 2023 - MAY 31, 2023

|                              |            |            |
|------------------------------|------------|------------|
| TRANSFER TO CHECKING ACCOUNT | 100,000.00 |            |
| TOTAL DISBURSEMENTS          |            | 100,000.00 |

INVESTMENT BALANCE MAY 31, 2023 \$ 2,857,887.20

**PREPAID STUDENT ACCOUNTS**

PREPAID STUDENT ACCOUNTS BALANCE APRIL 30, 2023 \$ 259,708.51

|                          |            |            |
|--------------------------|------------|------------|
| ADD: RECEIVED ON ACCOUNT | 249,756.76 |            |
| TOTAL ADDITIONS          |            | 249,756.76 |

|                       |            |            |
|-----------------------|------------|------------|
| DEDUCT: PREPAIDS USED | 281,589.35 |            |
| TOTAL DEDUCTIONS      |            | 281,589.35 |

PREPAID STUDENT ACCOUNTS BALANCE MAY 31, 2023 \$ 227,875.92

WEST CHESTER AREA SCHOOL DISTRICT  
JUNE 26, 2023  
STATEMENT OF DISBURSEMENTS SUMMARY  
FOR THE PERIOD MAY 1, 2023 - MAY 31, 2023

|                                                                      |                          |
|----------------------------------------------------------------------|--------------------------|
| GENERAL FUND DISBURSEMENTS                                           | 36,260,918.11            |
| includes Technology,<br>Federal Programs and any Special State Funds |                          |
| BILLS PAID                                                           | 36,260,918.11            |
| INVESTMENTS                                                          | 0.00                     |
| <br>CAPITAL RESERVE FUND                                             | <br>441,721.99           |
| <br>CAPITAL PROJECTS FUND                                            | <br>665,757.17           |
| <br>SPECIAL REVENUE - Athletics                                      | <br>30,410.56            |
| <br>TRUST FUNDS                                                      | <br>206,930.73           |
| <br>CAFETERIA                                                        | <br>323,743.23           |
| <br>STUDENT ACTIVITY FUND DISBURSEMENTS                              | <br>106,117.46           |
| <br>TRUST AND AGENCY FUND DISBURSEMENTS                              | <br><u>66,513.83</u>     |
| <br>TOTAL DISBURSEMENTS                                              | <br><u>38,102,113.08</u> |

NOTE: A copy of the details of the above disbursements is  
available for review from the Board Secretary.

# **WEST CHESTER AREA SCHOOL DISTRICT**

## **June 26, 2023 SCHOOL BOARD MEETING**

### **CONSENT AGENDA RESOLUTION**

#### **Approval of the May 31, 2023 Financial Report**

Approval is requested for the West Chester School District Financial Report for the month ending May 31, 2023.

I so move.

#### **2022-23 General Fund Financial Analysis**

The expenses and revenues as of May 2023 represent 11 months of financial activity for the District. To date we have collected \$186.4 million in real estate taxes which is \$6.9 million over budget. Outstanding taxes not collected by December 31st were submitted to the County on January 15 for a property tax lien and collection efforts in accordance with PA tax collection law. Year-to-date we have collected \$1.8 million in interim taxes which is \$1.0 million over budget and is due to the new construction within the District. We will continue to receive interim tax revenues throughout the remainder of the school year.

We have received local revenues totaling \$228.2 million or 108.2% of our budget. This amount is slightly ahead of last year as a % of total budget and is driven by increases in current real estate tax collections, earned income and investment earnings. Based on local revenue trends from the previous year and our current YTD collections, we have increased our revenue projections for earned income tax (EIT) by \$3.1 million, transfer tax by \$863,700 and investment earnings by \$2.2 million. The Governor did approve a PA state budget in June that included increases in state-wide Basic Education (BEF) and Special Education funding (SEF) that resulted in an increase in BEF of \$1.4 million and an increase in SEF of \$131,600. Transportation subsidy is calculated as a reimbursement formula based on the previous year actual costs. We have reduced our projected transportation subsidy by \$137,600 due to decreased costs in the previous year. We have increased our federal revenues related to Medical Access by \$76,000 and Covid-related grants by \$300,000.

On the expense side for 2022-23, we have revised our projections for salaries and benefits related to average teacher salary in the amount of \$985,533, adjusted salary projections based on new headcount and attritional savings netting a decrease in salaries by \$29,000, increased teacher extra duty payments in the amount of \$300,000, increased clerical overtime by \$10,000 and legal fees by \$25,000 due to increased RTK requests, reduced professional and technical service for contracted aides by \$200,000, reduced our charter school tuitions by \$2.3 million due to lower than anticipated enrollment and tuition rates, reduced our transportation projections by \$700,000 and revised our debt service expense in the amount of \$100,000. In May, we reduced our educational supplies by \$165,000 as a result of the PPA carryover allowance that will be carried into the 2023-24 school year.

And as you can see on the statement, we have budgeted \$296.9 million in expenses and \$263.4 million in revenues this year and we budgeted to use \$33.5 million of our fund balance to close the gap between the expenses and revenues.

Our fund balance is projected to be \$66.3 million at June 30th 2023, but we are anticipate using \$31.8 million to reduce the tax increase for the 2023-24 school year.

This concludes the financial report.

John T. Scully, School Board Treasurer

West Chester Area School District

2022-23 General Fund Including Technology and Federal Programs

Revenue for the Month Ending May 31, 2023

|                            | CURRENT YR<br>BUDGET  | YEAR TO DATE<br>REVENUE | AVAILABLE<br>BALANCE   | YTD RECEIPTS<br>CURR VS. PRIOR<br>YR | BUDGET<br>RECEIVED<br>CURRENT YR | % OF BUDGET<br>RECEIVED VS.<br>PRIOR YR |
|----------------------------|-----------------------|-------------------------|------------------------|--------------------------------------|----------------------------------|-----------------------------------------|
| CURRENT REAL ESTATE        | 179,425,846.00        | 186,360,079.67          | (6,934,233.67)         | 6,272,914.93                         | 103.86%                          | 102.53%                                 |
| INTERIM R. E. TAXES        | 799,830.00            | 1,831,295.40            | (1,031,465.40)         | (2,147,791.61)                       | 228.96%                          | 483.23%                                 |
| PUBLIC UTILITY R. T.       | 180,000.00            | 204,098.15              | (24,098.15)            | 524.40                               | 113.39%                          | 113.10%                                 |
| EARNED INCOME TAXES        | 22,682,367.00         | 24,955,792.05           | (2,273,425.05)         | 1,208,081.19                         | 110.02%                          | 119.43%                                 |
| REAL ESTATE TRANSFER       | 3,886,260.00          | 5,143,948.96            | (1,257,688.96)         | (2,194,969.23)                       | 132.36%                          | 192.62%                                 |
| DELIQU TAX LEVIED          | 2,858,800.00          | 2,402,100.32            | 456,699.68             | (512,351.18)                         | 84.02%                           | 101.95%                                 |
| EARNINGS-INVESTMENTS       | 362,863.00            | 6,041,197.70            | (5,678,334.70)         | 6,004,880.15                         | 1664.87%                         | 10.16%                                  |
| PARKING FEES               | 65,000.00             | 74,707.29               | (9,707.29)             | 5,862.86                             | 114.93%                          | 105.91%                                 |
| RENTALS                    | 245,000.00            | 638,478.13              | (393,478.13)           | 414,276.17                           | 260.60%                          | 91.51%                                  |
| CONTRIBUTIONS              | -                     | 950.00                  | (950.00)               | (3,375.79)                           | 0.00%                            | 0.00%                                   |
| SUMMER SCHL TUITION        | 51,000.00             | 46,222.93               | 4,777.07               | (23,703.85)                          | 90.63%                           | 137.11%                                 |
| RCPTS OTHER LEA'S PA       | 53,000.00             | 94,260.30               | (41,260.30)            | 54,165.36                            | 177.85%                          | 75.65%                                  |
| OUTDOOR EDU. TUITION       | -                     | -                       | -                      | -                                    | 0.00%                            | 0.00%                                   |
| MISCELLANEOUS REVENUE      | 76,000.00             | 69,008.14               | 6,991.86               | (40,966.24)                          | 90.80%                           | 144.70%                                 |
| REF PRIOR YR EXPEN.        | 10,000.00             | 6,101.40                | 3,898.60               | 3,882.89                             | 61.01%                           | 22.19%                                  |
| ACTIVITY FEE REVENUE       | 294,490.00            | 339,082.31              | (44,592.31)            | 62,607.40                            | 115.14%                          | 93.88%                                  |
| ADVERTISING REVENUE        | -                     | -                       | -                      | -                                    | 0.00%                            | 0.00%                                   |
| <b>LOCAL REVENUES</b>      | <b>210,990,456.00</b> | <b>228,207,322.75</b>   | <b>(17,216,866.75)</b> | <b>9,104,037.45</b>                  | <b>108.16%</b>                   | <b>107.21%</b>                          |
| BASIC INSTR. SUBSIDY       | 9,575,763.00          | 7,708,857.28            | 1,866,905.72           | 1,150,545.28                         | 80.50%                           | 77.87%                                  |
| TUITION ORPHANS            | 100,000.00            | -                       | 100,000.00             | -                                    | 0.00%                            | 0.00%                                   |
| MIGRATORY CHILDREN         | -                     | -                       | -                      | -                                    | 0.00%                            | 0.00%                                   |
| SPECIAL ED FUNDING         | 5,843,253.00          | 4,612,229.11            | 1,231,023.89           | 495,992.28                           | 78.93%                           | 69.78%                                  |
| PRRI/APS DIRECT PAYMENTS   | -                     | -                       | -                      | -                                    | 0.00%                            | 0.00%                                   |
| TRANSPORTATION SUB.        | 3,087,583.00          | 2,164,307.00            | 923,276.00             | (12,428.00)                          | 70.10%                           | 70.50%                                  |
| RENT SUBSIDY               | 879,499.00            | 173,250.10              | 706,248.90             | (1,144,977.21)                       | 19.70%                           | 122.34%                                 |
| MEDICAL-DENTAL SVCS.       | 253,931.00            | 251,754.10              | 2,176.90               | 1,323.10                             | 99.14%                           | 98.62%                                  |
| BASIC ED REIM SUPP         | 4,282,501.00          | 4,282,501.14            | (0.14)                 | 686,307.02                           | 100.00%                          | 100.00%                                 |
| SCHOOL SAFETY AND SECURITY | -                     | -                       | -                      | -                                    | 0.00%                            | 0.00%                                   |
| READY TO LEARN BLOCK GRANT | 399,095.00            | 399,095.00              | -                      | -                                    | 100.00%                          | 100.00%                                 |
| OTHER STATE GRANTS         | -                     | (123.42)                | 123.42                 | (8,332.96)                           | 0.00%                            | 0.00%                                   |
| SOC SEC/MED SUBSIDY        | 4,325,678.00          | 3,057,534.78            | 1,268,143.22           | 149,434.04                           | 70.68%                           | 70.54%                                  |
| RETIREMENT SUBSIDY         | 19,922,360.00         | 9,084,919.02            | 10,837,440.98          | 728,919.30                           | 45.60%                           | 44.41%                                  |
| <b>STATE REVENUES</b>      | <b>48,669,663.00</b>  | <b>31,734,324.11</b>    | <b>16,935,338.89</b>   | <b>2,046,782.85</b>                  | <b>65.20%</b>                    | <b>64.59%</b>                           |
| IDEA 619 FUNDS             | 7,605.00              | -                       | 7,605.00               | -                                    | 0.00%                            | 0.00%                                   |
| IDEA PASS THROUGH          | 1,614,144.00          | -                       | 1,614,144.00           | (4,658.92)                           | 0.00%                            | 0.30%                                   |
| TITLE I                    | 555,223.00            | 474,675.07              | 80,547.93              | (89,623.93)                          | 85.49%                           | 98.20%                                  |
| TITLE II                   | 236,327.00            | 204,212.60              | 32,114.40              | (33,601.40)                          | 86.41%                           | 96.50%                                  |
| TITLE III LEP/IMMIGRAN     | 101,031.00            | 93,666.00               | 7,365.00               | (50,564.61)                          | 92.71%                           | 144.95%                                 |
| TITLE IV                   | 43,216.00             | 26,759.38               | 16,456.62              | 23,880.05                            | 61.92%                           | 6.34%                                   |
| OTHER FEDERAL GRANTS       | -                     | -                       | -                      | -                                    | 0.00%                            | 0.00%                                   |
| CARES ACT                  | -                     | -                       | -                      | -                                    | 0.00%                            | 0.00%                                   |
| GOV'S EMERGENCY ED RELIEF  | -                     | -                       | -                      | (5,357.84)                           | 0.00%                            | 0.00%                                   |
| ESSERII CRRSA              | -                     | 533,101.74              | (533,101.74)           | 86,366.27                            | 0.00%                            | 0.00%                                   |
| ARP ESSER III              | 100,976.00            | 2,548,580.99            | (2,447,604.99)         | 2,548,580.99                         | 2523.95%                         | 0.00%                                   |
| OTHER CARES ACT            | -                     | -                       | -                      | (33,105.65)                          | 0.00%                            | 0.00%                                   |
| ARP ESSER LLSA             | -                     | 38,021.52               | (38,021.52)            | 38,021.52                            | 0.00%                            | 0.00%                                   |
| ARP ESSER SSSA             | -                     | 12,131.28               | (12,131.28)            | 12,131.28                            | 0.00%                            | 0.00%                                   |
| ARP ESSER ASSA             | -                     | 12,131.42               | (12,131.42)            | 12,131.42                            | 0.00%                            | 0.00%                                   |
| ARP HCY                    | -                     | 12,428.01               | (12,428.01)            | 12,428.01                            | 0.00%                            | 0.00%                                   |
| MA DIRECT SERVICES         | 970,000.00            | 1,060,219.23            | (90,219.23)            | 4,040.59                             | 109.30%                          | 108.88%                                 |
| MA ADMIN TIME STUDY        | 22,000.00             | 26,097.91               | (4,097.91)             | (14,280.36)                          | 118.63%                          | 134.59%                                 |
| <b>FEDERAL PROGRAMS</b>    | <b>3,650,522.00</b>   | <b>5,042,025.15</b>     | <b>(1,391,503.15)</b>  | <b>2,506,387.42</b>                  | <b>138.12%</b>                   | <b>71.67%</b>                           |
| <b>TOTAL REVENUES</b>      | <b>263,310,641.00</b> | <b>264,983,672.01</b>   | <b>(1,673,031.01)</b>  | <b>13,657,207.72</b>                 | <b>100.64%</b>                   | <b>99.00%</b>                           |

DATE: 06/20/2023  
TIME: 09:53:28

WEST CHESTER AREA SCHOOL DISTRICT  
EXPENDITURE STATUS REPORT

PAGE NUMBER: 1  
EXPSTA11

SELECTION CRITERIA: orgn.fund='01'  
ACCOUNTING PERIOD: 11/23

SORTED BY: ACCOUNT  
TOTALLED ON:  
PAGE BREAKS ON:

| ACCOUNT     | TITLE                     | BUDGET        | PERIOD<br>EXPENDITURES | ENCUMBRANCES<br>OUTSTANDING | YEAR TO DATE<br>EXP | AVAILABLE<br>BALANCE | YTD/<br>BUD |
|-------------|---------------------------|---------------|------------------------|-----------------------------|---------------------|----------------------|-------------|
| 111         | REG SALARIES ADMIN        | 10,560,308.00 | 748,005.48             | .00                         | 9,502,029.00        | 1,058,279.00         | 89.98       |
| ACCOUNT-121 | REG SALARIES PROF         |               |                        |                             |                     |                      |             |
| 121         | REG SALARIES PROF         | 80,660,347.00 | 7,241,029.02           | .00                         | 76,163,213.70       | 4,497,133.30         | 94.42       |
| ACCOUNT-123 | EXTRA ASSIGN PROF         |               |                        |                             |                     |                      |             |
| 123         | EXTRA ASSIGN PROF         | 1,671,390.05  | 62,897.08              | .00                         | 2,070,500.67        | -399,110.62          | 123.88      |
| ACCOUNT-124 | SABBATICL LV PROF         |               |                        |                             |                     |                      |             |
| 124         | SABBATICL LV PROF         | 300,000.00    | 36,748.04              | .00                         | 293,409.69          | 6,590.31             | 97.80       |
| ACCOUNT-125 | SUBJ CHRPRSN PROF         |               |                        |                             |                     |                      |             |
| 125         | SUBJ CHRPRSN PROF         | 530,792.00    | 35,064.52              | .00                         | 624,764.65          | -93,972.65           | 117.70      |
| ACCOUNT-127 | RETIREMT SEV PROF         |               |                        |                             |                     |                      |             |
| 127         | RETIREMT SEV PROF         | 392,000.00    | .00                    | .00                         | .00                 | 392,000.00           | .00         |
| ACCOUNT-128 | HOMEBD INSTR PROF         |               |                        |                             |                     |                      |             |
| 128         | HOMEBD INSTR PROF         | 1,000.00      | .00                    | .00                         | 1,387.50            | -387.50              | 138.75      |
| ACCOUNT-135 | SUPPLEMTL CONTR PROF      |               |                        |                             |                     |                      |             |
| 135         | SUPPLEMTL CONTR PRO       | 2,167,000.00  | 212,663.50             | .00                         | 2,223,528.17        | -56,528.17           | 102.61      |
| ACCOUNT-141 | REG SALARIES TECHNCL      |               |                        |                             |                     |                      |             |
| 141         | REG SALARIES TECHNCL      | 4,185,980.00  | 354,849.36             | .00                         | 3,982,925.03        | 203,054.97           | 95.15       |
| ACCOUNT-143 | EXTRA ASSIGN TECHNCL      |               |                        |                             |                     |                      |             |
| 143         | EXTRA ASSIGN TECHNCL      | 2,700.00      | .00                    | .00                         | 1,289.31            | 1,410.69             | 47.75       |
| ACCOUNT-151 | REG SALARIES OFFICE       |               |                        |                             |                     |                      |             |
| 151         | REG SALARIES OFFICE       | 3,115,647.00  | 251,342.54             | .00                         | 2,756,338.13        | 359,308.87           | 88.47       |
| ACCOUNT-152 | TEMP SALARIES OFFICE      |               |                        |                             |                     |                      |             |
| 152         | TEMP SALARIES OFFIC       | 5,000.00      | .00                    | .00                         | 4,526.19            | 473.81               | 90.52       |
| ACCOUNT-153 | O/T SALARIES OFFICE       |               |                        |                             |                     |                      |             |
| 153         | O/T SALARIES OFFICE       | 78,191.46     | 7,237.92               | .00                         | 80,225.75           | -2,034.29            | 102.60      |
| ACCOUNT-154 | SALARIES AIDES            |               |                        |                             |                     |                      |             |
| 154         | SALARIES AIDES            | 588,596.00    | 44,393.87              | .00                         | 451,535.62          | 137,060.38           | 76.71       |
| ACCOUNT-158 | TECH AIDES                |               |                        |                             |                     |                      |             |
| 158         | TECH AIDES                | 626,763.00    | 50,539.97              | .00                         | 547,018.87          | 79,744.13            | 87.28       |
| ACCOUNT-161 | REG SALARIES O & M        |               |                        |                             |                     |                      |             |
| 161         | REG SALARIES O & M        | 5,382,213.00  | 397,646.46             | .00                         | 4,417,380.31        | 964,832.69           | 82.07       |
| ACCOUNT-162 | TEMP SALARIES O & M       |               |                        |                             |                     |                      |             |
| 162         | TEMP SALARIES O & M       | 85,000.00     | 10,067.40              | .00                         | 86,517.30           | -1,517.30            | 101.79      |
| ACCOUNT-163 | O/T SALARIES O & M        |               |                        |                             |                     |                      |             |
| 163         | O/T SALARIES O & M        | 193,903.48    | 24,127.59              | .00                         | 180,857.09          | 13,046.39            | 93.27       |
| ACCOUNT-167 | CUSTODIAL SEVERANCE       |               |                        |                             |                     |                      |             |
| 167         | CUSTODIAL SEVERANCE       | 40,000.00     | .00                    | .00                         | .00                 | 40,000.00            | .00         |
| ACCOUNT-168 | TECH TRADE/CRAFTS         |               |                        |                             |                     |                      |             |
| 168         | TECH TRADE/CRAFTS         | 586,245.00    | 26,014.42              | .00                         | 318,882.59          | 267,362.41           | 54.39       |
| ACCOUNT-173 | EXPENSE REPORTS           |               |                        |                             |                     |                      |             |
| 173         | EXPENSE REPORTS           | .00           | 1,035.51               | .00                         | 26,805.25           | -26,805.25           | .00         |
| ACCOUNT-191 | REG SALARIES INSTRL AIDES |               |                        |                             |                     |                      |             |
| 191         | REG SALARIES INSTRL       | 2,331,751.00  | 233,824.19             | .00                         | 2,056,285.21        | 275,465.79           | 88.19       |
| ACCOUNT-193 | O/T INSTRUCTIONAL AIDES   |               |                        |                             |                     |                      |             |
| 193         | O/T INSTRUCTIONAL A       | 55,900.00     | 1,224.10               | .00                         | 70,468.78           | -14,568.78           | 126.06      |
| ACCOUNT-211 | MEDICAL INSURANCE         |               |                        |                             |                     |                      |             |

DATE: 06/20/2023  
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WEST CHESTER AREA SCHOOL DISTRICT  
EXPENDITURE STATUS REPORT

PAGE NUMBER: 2  
EXPSTA11

SELECTION CRITERIA: orgn.fund='01'  
ACCOUNTING PERIOD: 11/23

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| ACCOUNT     | TITLE                     | BUDGET        | PERIOD<br>EXPENDITURES | ENCUMBRANCES<br>OUTSTANDING | YEAR TO DATE<br>EXP | AVAILABLE<br>BALANCE | YTD/<br>BUD |
|-------------|---------------------------|---------------|------------------------|-----------------------------|---------------------|----------------------|-------------|
| 211         | MEDICAL INSURANCE         | 16,594,933.01 | 1,467,457.76           | .00                         | 15,755,175.59       | 839,757.42           | 94.94       |
| ACCOUNT-212 | DENTAL INSURANCE          |               |                        |                             |                     |                      |             |
| 212         | DENTAL INSURANCE          | 1,469,115.82  | 109,790.34             | .00                         | 1,145,657.92        | 323,457.90           | 77.98       |
| ACCOUNT-213 | LIFE INSURANCE            |               |                        |                             |                     |                      |             |
| 213         | LIFE INSURANCE            | 225,134.86    | 19,837.56              | .00                         | 209,327.82          | 15,807.04            | 92.98       |
| ACCOUNT-214 | INC. PROT. INS.           |               |                        |                             |                     |                      |             |
| 214         | INC. PROT. INS.           | 250,016.94    | 12,978.00              | .00                         | 141,767.27          | 108,249.67           | 56.70       |
| ACCOUNT-215 | EYE CARE INS              |               |                        |                             |                     |                      |             |
| 215         | EYE CARE INS              | 214,343.18    | 17,693.56              | .00                         | 185,185.16          | 29,158.02            | 86.40       |
| ACCOUNT-216 | PRESCRIPTION INS          |               |                        |                             |                     |                      |             |
| 216         | PRESCRIPTION INS          | 4,499,512.52  | 188,604.85             | .00                         | 1,939,161.28        | 2,560,351.24         | 43.10       |
| ACCOUNT-220 | SOCIAL SECURITY CONT      |               |                        |                             |                     |                      |             |
| 220         | SOCIAL SECURITY CON       | 8,652,012.20  | 701,952.29             | .00                         | 7,618,256.09        | 1,033,756.11         | 88.05       |
| ACCOUNT-230 | RETIREMENT CONTRIBS       |               |                        |                             |                     |                      |             |
| 230         | RETIREMENT CONTRIBS       | 39,847,613.47 | 3,380,657.48           | .00                         | 36,738,452.69       | 3,109,160.78         | 92.20       |
| ACCOUNT-231 | RETIREMENT CONTR - DC     |               |                        |                             |                     |                      |             |
| 231         | RETIREMENT CONTR -        | .00           | 28,816.02              | .00                         | 291,735.76          | -291,735.76          | .00         |
| ACCOUNT-240 | TUITION REIMBURSE         |               |                        |                             |                     |                      |             |
| 240         | TUITION REIMBURSE         | 600,000.00    | 34,835.92              | .00                         | 429,860.74          | 170,139.26           | 71.64       |
| ACCOUNT-250 | UNEMPLOYMENT COMP         |               |                        |                             |                     |                      |             |
| 250         | UNEMPLOYMENT COMP         | 380,000.00    | .00                    | .00                         | 3,032.82            | 376,967.18           | .80         |
| ACCOUNT-260 | WORKMEN'S COMPENS         |               |                        |                             |                     |                      |             |
| 260         | WORKMEN'S COMPENS         | 948,761.00    | 2,689.41               | .00                         | 766,811.54          | 181,949.46           | 80.82       |
| ACCOUNT-290 | OTHER EMPLOYEE BEN        |               |                        |                             |                     |                      |             |
| 290         | OTHER EMPLOYEE BEN        | .00           | 1,650.00               | .00                         | 542,660.58          | -542,660.58          | .00         |
| ACCOUNT-302 | PURCH PROF AIDES          |               |                        |                             |                     |                      |             |
| 302         | PURCH PROF AIDES          | 3,208,664.68  | 83,111.25              | .00                         | 942,869.57          | 2,265,795.11         | 29.39       |
| ACCOUNT-303 | PURCH PROF TSS CCIU       |               |                        |                             |                     |                      |             |
| 303         | PURCH PROF TSS CCIU       | 212,007.00    | 48,547.15              | .00                         | 166,200.49          | 45,806.51            | 78.39       |
| ACCOUNT-304 | PURCH PROF TSS CONTRACTED |               |                        |                             |                     |                      |             |
| 304         | PURCH PROF TSS CONT       | 1,396,208.00  | 355,056.51             | .00                         | 1,558,306.54        | -162,098.54          | 111.61      |
| ACCOUNT-310 | OFFICIAL/ADMIN SVCS       |               |                        |                             |                     |                      |             |
| 310         | OFFICIAL/ADMIN SVCS       | 667,499.00    | 111,844.93             | 8.26                        | 778,129.48          | -110,638.74          | 116.58      |
| ACCOUNT-315 | PURCH PROF TEACHER SUBS   |               |                        |                             |                     |                      |             |
| 315         | PURCH PROF TEACHER        | 2,742,063.37  | 444,834.63             | 1,498.00                    | 3,063,948.45        | -323,383.08          | 111.79      |
| ACCOUNT-316 | PURCH PROF AIDES SUBS     |               |                        |                             |                     |                      |             |
| 316         | PURCH PROF AIDES SU       | 150,000.00    | 10,274.82              | .00                         | 86,555.99           | 63,444.01            | 57.70       |
| ACCOUNT-317 | PURCH PROF ADM SUPPRT SUB |               |                        |                             |                     |                      |             |
| 317         | PURCH PROF ADM SUPP       | 100,000.00    | 58,746.80              | 2,796.30                    | 189,663.43          | -92,459.73           | 192.46      |
| ACCOUNT-322 | PROF ED SVCS IU'S         |               |                        |                             |                     |                      |             |
| 322         | PROF ED SVCS IU'S         | 6,890,246.00  | 3,868.91               | .00                         | 3,998,362.93        | 2,891,883.07         | 58.03       |
| ACCOUNT-323 | PROF ED SVCS OTHER        |               |                        |                             |                     |                      |             |
| 323         | PROF ED SVCS OTHER        | 1,415,735.00  | 1,750.00               | .00                         | 1,236,204.55        | 179,530.45           | 87.32       |
| ACCOUNT-324 | PROF ED SRVS EMPL TRAIN.  |               |                        |                             |                     |                      |             |
| 324         | PROF ED SRVS EMPL T       | 179,007.08    | 5,058.25               | 255.00                      | 82,744.56           | 96,007.52            | 46.37       |
| ACCOUNT-329 | PROF. EDUC. SVCS- OTHER   |               |                        |                             |                     |                      |             |

DATE: 06/20/2023  
TIME: 09:53:28

WEST CHESTER AREA SCHOOL DISTRICT  
EXPENDITURE STATUS REPORT

PAGE NUMBER: 3  
EXPSTA11

SELECTION CRITERIA: orgn.fund='01'  
ACCOUNTING PERIOD: 11/23

SORTED BY: ACCOUNT  
TOTALLED ON:  
PAGE BREAKS ON:

| ACCOUNT     | TITLE                     | BUDGET        | PERIOD<br>EXPENDITURES | ENCUMBRANCES<br>OUTSTANDING | YEAR TO DATE<br>EXP | AVAILABLE<br>BALANCE | YTD/<br>BUD |
|-------------|---------------------------|---------------|------------------------|-----------------------------|---------------------|----------------------|-------------|
| 329         | PROF. EDUC. SVCS- O       | 442,123.00    | 49,977.50              | .00                         | 367,581.39          | 74,541.61            | 83.14       |
| ACCOUNT-330 | OTHER PROF SERVICES       |               |                        |                             |                     |                      |             |
| 330         | OTHER PROF SERVICES       | 2,294,558.90  | 178,094.95             | 64,498.35                   | 2,272,245.78        | -42,185.23           | 101.84      |
| ACCOUNT-340 | TECHNICAL SERVICES        |               |                        |                             |                     |                      |             |
| 340         | TECHNICAL SERVICES        | 10,010.00     | .00                    | 3,000.00                    | 3,230.00            | 3,780.00             | 62.24       |
| ACCOUNT-348 | PROF SVCS - TECHN LGY     |               |                        |                             |                     |                      |             |
| 348         | PROF SVCS - TECHN LG      | 164,297.66    | .00                    | 18,897.26                   | 126,658.59          | 18,741.81            | 88.59       |
| ACCOUNT-350 | SECURITY/SAFETY SVCS      |               |                        |                             |                     |                      |             |
| 350         | SECURITY/SAFETY SVC       | 371,324.96    | 19,531.25              | 545.50                      | 275,371.43          | 95,408.03            | 74.31       |
| ACCOUNT-360 | EMPLOYEE TRAINING AND DEV |               |                        |                             |                     |                      |             |
| 360         | EMPLOYEE TRAINING A       | 1,000.00      | .00                    | .00                         | 1,000.00            | .00                  | 100.00      |
| ACCOUNT-390 | OTHER PURCH. SVCS         |               |                        |                             |                     |                      |             |
| 390         | OTHER PURCH. SVCS         | 367,195.34    | 6,681.42               | 196.50                      | 1,963,943.00        | -1,596,944.16        | 534.90      |
| ACCOUNT-422 | ELECTRICITY               |               |                        |                             |                     |                      |             |
| 422         | ELECTRICITY               | 2,059,938.00  | 167,496.25             | .00                         | 1,600,522.18        | 459,415.82           | 77.70       |
| ACCOUNT-424 | WATER/SEWAGE              |               |                        |                             |                     |                      |             |
| 424         | WATER/SEWAGE              | 661,165.00    | 47,447.64              | 36,436.25                   | 616,589.55          | 8,139.20             | 98.77       |
| ACCOUNT-430 | REPAIRS & MAINT SVCS      |               |                        |                             |                     |                      |             |
| 430         | REPAIRS & MAINT SVC       | 1,052,264.89  | 42,612.75              | 153,598.81                  | 808,360.64          | 90,305.44            | 91.42       |
| ACCOUNT-432 | REPAIRS & MAINT- SVC EQUI |               |                        |                             |                     |                      |             |
| 432         | REPAIRS & MAINT- SV       | 12,800.00     | .00                    | 4,338.63                    | 5,167.37            | 3,294.00             | 74.27       |
| ACCOUNT-438 | REPAIRS & MAINT- TECH     |               |                        |                             |                     |                      |             |
| 438         | REPAIRS & MAINT- TE       | 49,742.68     | 233.80                 | 428.20                      | 8,695.00            | 40,619.48            | 18.34       |
| ACCOUNT-441 | RENTAL - LAND & BLDGS     |               |                        |                             |                     |                      |             |
| 441         | RENTAL - LAND & BLD       | 143,191.58    | 5,168.53               | 1,835.00                    | 134,710.11          | 6,646.47             | 95.36       |
| ACCOUNT-442 | EQUIPMENT RENTAL          |               |                        |                             |                     |                      |             |
| 442         | EQUIPMENT RENTAL          | 194,434.83    | 8,376.61               | 27,283.14                   | 150,749.17          | 16,402.52            | 91.56       |
| ACCOUNT-444 | RENTAL VEHICLES           |               |                        |                             |                     |                      |             |
| 444         | RENTAL VEHICLES           | 4,981.51      | .00                    | .00                         | 4,258.10            | 723.41               | 85.48       |
| ACCOUNT-449 | OTHER RENTAL              |               |                        |                             |                     |                      |             |
| 449         | OTHER RENTAL              | 11,688.86     | 100.00                 | 1,816.67                    | 9,563.48            | 308.71               | 97.36       |
| ACCOUNT-513 | CONTRACTED CARRIERS       |               |                        |                             |                     |                      |             |
| 513         | CONTRACTED CARRIERS       | 15,579,690.60 | 1,253,304.35           | 2,643.55                    | 11,260,647.48       | 4,316,399.57         | 72.29       |
| ACCOUNT-516 | FROM THE I.U.             |               |                        |                             |                     |                      |             |
| 516         | FROM THE I.U.             | 25,000.00     | .00                    | .00                         | .00                 | 25,000.00            | .00         |
| ACCOUNT-521 | FIRE INSURANCE            |               |                        |                             |                     |                      |             |
| 521         | FIRE INSURANCE            | 235,000.00    | 261.00                 | .00                         | 75,463.00           | 159,537.00           | 32.11       |
| ACCOUNT-522 | AUTO LIABLTY INS          |               |                        |                             |                     |                      |             |
| 522         | AUTO LIABLTY INS          | 60,500.00     | .00                    | .00                         | 58,750.00           | 1,750.00             | 97.11       |
| ACCOUNT-523 | GNRL PROP & LIAB INS      |               |                        |                             |                     |                      |             |
| 523         | GNRL PROP & LIAB IN       | 232,000.00    | .00                    | .00                         | 360,695.00          | -128,695.00          | 155.47      |
| ACCOUNT-525 | BONDING INSURANCE         |               |                        |                             |                     |                      |             |
| 525         | BONDING INSURANCE         | 7,762.00      | .00                    | .00                         | 6,205.00            | 1,557.00             | 79.94       |
| ACCOUNT-529 | OTHER INSURANCE           |               |                        |                             |                     |                      |             |
| 529         | OTHER INSURANCE           | 88,500.00     | .00                    | .00                         | 91,631.00           | -3,131.00            | 103.54      |
| ACCOUNT-530 | TELEPHONE & POSTAGE       |               |                        |                             |                     |                      |             |

DATE: 06/20/2023  
TIME: 09:53:28

WEST CHESTER AREA SCHOOL DISTRICT  
EXPENDITURE STATUS REPORT

PAGE NUMBER: 4  
EXPSTA11

SELECTION CRITERIA: orgn.fund='01'  
ACCOUNTING PERIOD: 11/23

SORTED BY: ACCOUNT  
TOTALLED ON:  
PAGE BREAKS ON:

| ACCOUNT     | TITLE                     | BUDGET        | PERIOD<br>EXPENDITURES | ENCUMBRANCES<br>OUTSTANDING | YEAR TO DATE<br>EXP | AVAILABLE<br>BALANCE | YTD/<br>BUD |
|-------------|---------------------------|---------------|------------------------|-----------------------------|---------------------|----------------------|-------------|
| 530         | TELEPHONE & POSTAGE       | 319,423.85    | 16,942.67              | 6,763.39                    | 233,536.56          | 79,123.90            | 75.23       |
| ACCOUNT-538 | COMMUNICATIONS-TECH       |               |                        |                             |                     |                      |             |
| 538         | COMMUNICATIONS-TECH       | 187,626.00    | 33,292.91              | 30,725.53                   | 264,128.65          | -107,228.18          | 157.15      |
| ACCOUNT-540 | ADVERTISING               |               |                        |                             |                     |                      |             |
| 540         | ADVERTISING               | 17,780.25     | .00                    | 1,456.77                    | 15,127.15           | 1,196.33             | 93.27       |
| ACCOUNT-550 | PRINTING AND BINDING      |               |                        |                             |                     |                      |             |
| 550         | PRINTING AND BINDIN       | 52,918.75     | .00                    | 33.57                       | 33,221.68           | 19,663.50            | 62.84       |
| ACCOUNT-560 | TUITION                   |               |                        |                             |                     |                      |             |
| 560         | TUITION                   | 630,000.00    | .00                    | .00                         | 60,990.98           | 569,009.02           | 9.68        |
| ACCOUNT-561 | TUIT TO LEA WITHIN        |               |                        |                             |                     |                      |             |
| 561         | TUIT TO LEA WITHIN        | 217,700.00    | 8,220.02               | .00                         | 323,830.66          | -106,130.66          | 148.75      |
| ACCOUNT-562 | TUITION - CHARTER SCHOOLS |               |                        |                             |                     |                      |             |
| 562         | TUITION - CHARTER S       | 10,306,060.00 | .00                    | .00                         | 6,282,388.17        | 4,023,671.83         | 60.96       |
| ACCOUNT-563 | TUIT TO PRIV SCHOOLS      |               |                        |                             |                     |                      |             |
| 563         | TUIT TO PRIV SCHOOL       | 938,800.00    | 45,561.02              | .00                         | 793,970.78          | 144,829.22           | 84.57       |
| ACCOUNT-564 | TUIT TO AREA VO-TECH      |               |                        |                             |                     |                      |             |
| 564         | TUIT TO AREA VO-TEC       | 2,859,354.00  | .00                    | .00                         | 2,709,342.03        | 150,011.97           | 94.75       |
| ACCOUNT-567 | TUITION TO APP PRIV. SCHL |               |                        |                             |                     |                      |             |
| 567         | TUITION TO APP PRIV       | 2,210,000.00  | 165,090.17             | .00                         | 1,788,884.01        | 421,115.99           | 80.94       |
| ACCOUNT-568 | TUITION PRRI, ALT ED,DTE  |               |                        |                             |                     |                      |             |
| 568         | TUITION PRRI, ALT E       | 10,000.00     | .00                    | .00                         | .00                 | 10,000.00            | .00         |
| ACCOUNT-569 | TUITION OTHER             |               |                        |                             |                     |                      |             |
| 569         | TUITION OTHER             | 50,000.00     | .00                    | .00                         | 20,880.00           | 29,120.00            | 41.76       |
| ACCOUNT-580 | TRAVEL EXPENSES           |               |                        |                             |                     |                      |             |
| 580         | TRAVEL EXPENSES           | 184,868.43    | 8,727.43               | 3,265.94                    | 106,172.85          | 75,429.64            | 59.20       |
| ACCOUNT-581 | TRAVEL-PROF. DEVELOPMENT  |               |                        |                             |                     |                      |             |
| 581         | TRAVEL-PROF. DEVELO       | 169,409.19    | 9,434.70               | 7,521.10                    | 92,626.40           | 69,261.69            | 59.12       |
| ACCOUNT-594 | I.U. PAYMNT BY W.H SP CL  |               |                        |                             |                     |                      |             |
| 594         | I.U. PAYMNT BY W.H        | 6,000.00      | .00                    | .00                         | .00                 | 6,000.00             | .00         |
| ACCOUNT-595 | I.U. PAYMNT BY W/H        |               |                        |                             |                     |                      |             |
| 595         | I.U. PAYMNT BY W/H        | 130,194.00    | .00                    | .00                         | 130,344.27          | -150.27              | 100.12      |
| ACCOUNT-610 | GENERAL SUPPLIES          |               |                        |                             |                     |                      |             |
| 610         | GENERAL SUPPLIES          | 3,646,371.16  | 403,105.48             | 554,221.46                  | 2,771,403.87        | 320,745.83           | 91.20       |
| ACCOUNT-618 | SUPPLIES-TECHNOLOGY       |               |                        |                             |                     |                      |             |
| 618         | SUPPLIES-TECHNOLOGY       | 70.00         | .00                    | .00                         | 70.00               | .00                  | 100.00      |
| ACCOUNT-621 | NATURAL GAS               |               |                        |                             |                     |                      |             |
| 621         | NATURAL GAS               | 985,865.00    | 84,651.70              | 36,813.00                   | 941,369.86          | 7,682.14             | 99.22       |
| ACCOUNT-624 | OIL                       |               |                        |                             |                     |                      |             |
| 624         | OIL                       | 23,635.00     | .00                    | .00                         | 23,634.95           | .05                  | 100.00      |
| ACCOUNT-626 | GASOLINE & DIESEL         |               |                        |                             |                     |                      |             |
| 626         | GASOLINE & DIESEL         | 69,362.00     | 9,532.55               | 10,864.75                   | 58,430.23           | 67.02                | 99.90       |
| ACCOUNT-627 | DIESEL FUEL               |               |                        |                             |                     |                      |             |
| 627         | DIESEL FUEL               | 12,000.00     | 577.18                 | 7,418.23                    | 4,338.77            | 243.00               | 97.98       |
| ACCOUNT-635 | FOOD MEALS & REFRESHMENTS |               |                        |                             |                     |                      |             |
| 635         | FOOD MEALS & REFRES       | 66,899.28     | 5,424.64               | 1,729.50                    | 45,352.24           | 19,817.54            | 70.38       |
| ACCOUNT-640 | BOOKS & PERIODICALS       |               |                        |                             |                     |                      |             |

DATE: 06/20/2023  
TIME: 09:53:28

WEST CHESTER AREA SCHOOL DISTRICT  
EXPENDITURE STATUS REPORT

PAGE NUMBER: 5  
EXPSTA11

SELECTION CRITERIA: orgn.fund='01'  
ACCOUNTING PERIOD: 11/23

SORTED BY: ACCOUNT  
TOTALLED ON:  
PAGE BREAKS ON:

| ACCOUNT      | - - - - TITLE - - - -     | BUDGET         | PERIOD<br>EXPENDITURES | ENCUMBRANCES<br>OUTSTANDING | YEAR TO DATE<br>EXP | AVAILABLE<br>BALANCE | YTD/<br>BUD |
|--------------|---------------------------|----------------|------------------------|-----------------------------|---------------------|----------------------|-------------|
| 640          | BOOKS & PERIODICALS       | 1,435,784.83   | 70,861.53              | 182,233.29                  | 1,223,742.26        | 29,809.28            | 97.92       |
| ACCOUNT-648  | BOOKS -TECHNOLOGY         |                |                        |                             |                     |                      |             |
| 648          | BOOKS -TECHNOLOGY         | 766.50         | .00                    | .00                         | 689.10              | 77.40                | 89.90       |
| ACCOUNT-650  | SUPPLIES & FEES- TECH REL |                |                        |                             |                     |                      |             |
| 650          | SUPPLIES & FEES- TE       | 2,439,437.94   | 209,483.26             | 71,285.12                   | 2,246,114.64        | 122,038.18           | 95.00       |
| ACCOUNT-750  | EQUIP - ORIG & ADDT'L     |                |                        |                             |                     |                      |             |
| 750          | EQUIP - ORIG & ADDT       | 3,000.00       | .00                    | 250.00                      | 15,863.88           | -13,113.88           | 537.13      |
| ACCOUNT-751  | NON CAP EQUIP-ORIG. OR AD |                |                        |                             |                     |                      |             |
| 751          | NON CAP EQUIP-ORIG.       | 4,943.81       | .00                    | .00                         | .00                 | 4,943.81             | .00         |
| ACCOUNT-752  | CAP EQUIP- ORIG. OR ADD   |                |                        |                             |                     |                      |             |
| 752          | CAP EQUIP- ORIG. OR       | 73,437.59      | .00                    | 14,495.33                   | 50,137.59           | 8,804.67             | 88.01       |
| ACCOUNT-758  | EQUIPMENT-TECHNOLOGY      |                |                        |                             |                     |                      |             |
| 758          | EQUIPMENT-TECHNOLOG       | 1,556.95       | .00                    | 1,377.00                    | .00                 | 179.95               | 88.44       |
| ACCOUNT-760  | EQUIPMENT - REPLACEMENT   |                |                        |                             |                     |                      |             |
| 760          | EQUIPMENT - REPLACE       | 5,291.07       | 965.96                 | 1,469.48                    | 3,374.14            | 447.45               | 91.54       |
| ACCOUNT-762  | CAP EQUIP- REPLACE        |                |                        |                             |                     |                      |             |
| 762          | CAP EQUIP- REPLACE        | 346,889.84     | 26,079.45              | 16,788.56                   | 298,807.64          | 31,293.64            | 90.98       |
| ACCOUNT-768  | EQUIP REPLACE-TECHNOLOGY  |                |                        |                             |                     |                      |             |
| 768          | EQUIP REPLACE-TECHN       | 1,650.00       | .00                    | .00                         | 1,155.20            | 494.80               | 70.01       |
| ACCOUNT-810  | DUES AND FEES             |                |                        |                             |                     |                      |             |
| 810          | DUES AND FEES             | 222,576.12     | 16,774.99              | 4,502.23                    | 186,342.97          | 31,730.92            | 85.74       |
| ACCOUNT-811  | MEMBERSHIPS               |                |                        |                             |                     |                      |             |
| 811          | MEMBERSHIPS               | 118,467.51     | -4,107.11              | 1,821.55                    | 80,334.68           | 36,311.28            | 69.35       |
| ACCOUNT-832  | INT SERIAL BONDS          |                |                        |                             |                     |                      |             |
| 832          | INT SERIAL BONDS          | 10,341,906.00  | 4,123,400.59           | .00                         | 10,241,478.23       | 100,427.77           | 99.03       |
| ACCOUNT-880  | REFNDS OF PR YRS RCP      |                |                        |                             |                     |                      |             |
| 880          | REFNDS OF PR YRS RC       | 55,000.00      | .00                    | .00                         | 4,021.80            | 50,978.20            | 7.31        |
| ACCOUNT-890  | MISC EXPENDITURES         |                |                        |                             |                     |                      |             |
| 890          | MISC EXPENDITURES         | 250,105.00     | .00                    | .00                         | .00                 | 250,105.00           | .00         |
| ACCOUNT-899  | STUDENT ACTIVITY          |                |                        |                             |                     |                      |             |
| 899          | STUDENT ACTIVITY          | 100,000.00     | 106,321.25             | .00                         | 120,035.82          | -20,035.82           | 120.04      |
| ACCOUNT-912  | SERIAL BNDS PRN PYMT      |                |                        |                             |                     |                      |             |
| 912          | SERIAL BNDS PRN PYM       | 17,615,000.00  | 14,910,000.00          | .00                         | 17,615,000.00       | .00                  | 100.00      |
| ACCOUNT-932  | CAP RESERVE FD TRANS      |                |                        |                             |                     |                      |             |
| 932          | CAP RESERVE FD TRAN       | 12,457,496.00  | .00                    | .00                         | 2,323,177.00        | 10,134,319.00        | 18.65       |
| TOTAL REPORT |                           | 296,840,416.00 | 38,858,393.85          | 1,275,111.22                | 255,042,316.39      | 40,522,988.39        | 86.35       |

DATE: 06/20/2023  
TIME: 09:50:50

WEST CHESTER AREA SCHOOL DISTRICT  
REVENUE STATUS REPORT

PAGE NUMBER: 1  
REVSTA11

SELECTION CRITERIA: orgn.fund='22'  
ACCOUNTING PERIOD: 11/23

SORTED BY: ACCOUNT  
TOTALLED ON:  
PAGE BREAKS ON:

| ACCOUNT - - - - - | TITLE - - - - -      | BUDGET        | PERIOD<br>RECEIPTS | RECEIVABLES | YEAR TO DATE<br>RECEIPTS | AVAILABLE<br>BALANCE | YTD/<br>BUD |
|-------------------|----------------------|---------------|--------------------|-------------|--------------------------|----------------------|-------------|
| R6500             | EARNINGS-INVESTMENTS | 75,000.00     | 180,893.07         | .00         | 1,463,950.34             | -1,388,950.34        | 1951.93     |
| ACCOUNT-R9310     | GENRL FND TRANSFERS  |               |                    |             |                          |                      |             |
| R9310             | GENRL FND TRANSFERS  | 10,134,319.00 | .00                | .00         | .00                      | 10,134,319.00        | .00         |
| ACCOUNT-R9400     | SALE OF FIXED ASSETS |               |                    |             |                          |                      |             |
| R9400             | SALE OF FIXED ASSETS | .00           | 554.00             | .00         | 158,436.50               | -158,436.50          | .00         |
| TOTAL REPORT      |                      | 10,209,319.00 | 181,447.07         | .00         | 1,622,386.84             | 8,586,932.16         | 15.89       |

DATE: 06/20/2023  
TIME: 09:54:21

WEST CHESTER AREA SCHOOL DISTRICT  
EXPENDITURE STATUS REPORT

PAGE NUMBER: 1  
EXPSTA11

SELECTION CRITERIA: orgn.fund='22'  
ACCOUNTING PERIOD: 11/23

SORTED BY: ACCOUNT  
TOTALLED ON:  
PAGE BREAKS ON:

| ACCOUNT      | TITLE                     | BUDGET       | PERIOD<br>EXPENDITURES | ENCUMBRANCES<br>OUTSTANDING | YEAR TO DATE<br>EXP | AVAILABLE<br>BALANCE | YTD/<br>BUD |
|--------------|---------------------------|--------------|------------------------|-----------------------------|---------------------|----------------------|-------------|
| 330          | OTHER PROF SERVICES       | .00          | .00                    | 1,356.00                    | .00                 | -1,356.00            | .00         |
| ACCOUNT-390  | OTHER PURCH. SVCS         |              |                        |                             |                     |                      |             |
| 390          | OTHER PURCH. SVCS         | 5,000,000.00 | -307.50                | 168,240.68                  | .00                 | 4,831,759.32         | 3.36        |
| ACCOUNT-529  | OTHER INSURANCE           |              |                        |                             |                     |                      |             |
| 529          | OTHER INSURANCE           | .00          | .00                    | .00                         | 146,850.00          | -146,850.00          | .00         |
| ACCOUNT-757  | NON CAP TECH EQUIP-ORIG   |              |                        |                             |                     |                      |             |
| 757          | NON CAP TECH EQUIP-       | 512,720.00   | 344,735.40             | 136,325.41                  | 493,541.13          | -117,146.54          | 122.85      |
| ACCOUNT-760  | EQUIPMENT - REPLACEMENT   |              |                        |                             |                     |                      |             |
| 760          | EQUIPMENT - REPLACE       | 100,000.00   | .00                    | 8,184.55                    | 90,363.40           | 1,452.05             | 98.55       |
| ACCOUNT-766  | CAP TECH HARDWARE REPLACE |              |                        |                             |                     |                      |             |
| 766          | CAP TECH HARDWARE R       | 825,539.00   | .00                    | 648,270.96                  | 717,526.62          | -540,258.58          | 165.44      |
| ACCOUNT-767  | NON CAP TECH EQUIP-REPLAC |              |                        |                             |                     |                      |             |
| 767          | NON CAP TECH EQUIP-       | 2,745,002.00 | 206,882.44             | 81,429.07                   | 2,042,705.63        | 620,867.30           | 77.38       |
| ACCOUNT-810  | DUES AND FEES             |              |                        |                             |                     |                      |             |
| 810          | DUES AND FEES             | .00          | .00                    | .00                         | 8.75                | -8.75                | .00         |
| TOTAL REPORT |                           | 9,183,261.00 | 551,310.34             | 1,043,806.67                | 3,490,995.53        | 4,648,458.80         | 49.38       |

DATE: 06/20/2023  
TIME: 09:51:19

WEST CHESTER AREA SCHOOL DISTRICT  
REVENUE STATUS REPORT

PAGE NUMBER: 1  
REVSTA11

SELECTION CRITERIA: orgn.fund='27'  
ACCOUNTING PERIOD: 11/23

SORTED BY: ACCOUNT  
TOTALED ON:  
PAGE BREAKS ON:

| ACCOUNT - - - - - | TITLE - - - - -     | BUDGET       | PERIOD<br>RECEIPTS | RECEIVABLES | YEAR TO DATE<br>RECEIPTS | AVAILABLE<br>BALANCE | YTD/<br>BUD |
|-------------------|---------------------|--------------|--------------------|-------------|--------------------------|----------------------|-------------|
| R9310             | GENRL FND TRANSFERS | 2,323,177.00 | .00                | .00         | 2,323,177.00             | .00                  | 100.00      |
| TOTAL REPORT      |                     | 2,323,177.00 | .00                | .00         | 2,323,177.00             | .00                  | 100.00      |

DATE: 06/20/2023  
TIME: 09:54:38

WEST CHESTER AREA SCHOOL DISTRICT  
EXPENDITURE STATUS REPORT

PAGE NUMBER: 1  
EXPSTA11

SELECTION CRITERIA: orgn.fund='27'  
ACCOUNTING PERIOD: 11/23

SORTED BY: ACCOUNT  
TOTALLED ON:  
PAGE BREAKS ON:

| ACCOUNT      | TITLE                   | BUDGET       | PERIOD<br>EXPENDITURES | ENCUMBRANCES<br>OUTSTANDING | YEAR TO DATE<br>EXP | AVAILABLE<br>BALANCE | YTD/<br>BUD |
|--------------|-------------------------|--------------|------------------------|-----------------------------|---------------------|----------------------|-------------|
| 300          | PRCHSD PRO&TECH SVS     | .00          | .00                    | 5,979.19                    | 18,138.55           | -24,117.74           | .00         |
| ACCOUNT-330  | OTHER PROF SERVICES     |              |                        |                             |                     |                      |             |
| 330          | OTHER PROF SERVICES     | .00          | .00                    | 52,773.80                   | 12,500.00           | -65,273.80           | .00         |
| ACCOUNT-390  | OTHER PURCH. SVCS       |              |                        |                             |                     |                      |             |
| 390          | OTHER PURCH. SVCS       | .00          | 12,863.17              | 4,328,662.36                | 1,605,160.87        | -5,933,823.23        | .00         |
| ACCOUNT-430  | REPAIRS & MAINT SVCS    |              |                        |                             |                     |                      |             |
| 430          | REPAIRS & MAINT SVC     | .00          | .00                    | 12,770.00                   | .00                 | -12,770.00           | .00         |
| ACCOUNT-610  | GENERAL SUPPLIES        |              |                        |                             |                     |                      |             |
| 610          | GENERAL SUPPLIES        | .00          | .00                    | 2,739.58                    | 692.93              | -3,432.51            | .00         |
| ACCOUNT-750  | EQUIP - ORIG & ADDT'L   |              |                        |                             |                     |                      |             |
| 750          | EQUIP - ORIG & ADDT     | .00          | .00                    | 4,245.51                    | 20,619.00           | -24,864.51           | .00         |
| ACCOUNT-752  | CAP EQUIP- ORIG. OR ADD |              |                        |                             |                     |                      |             |
| 752          | CAP EQUIP- ORIG. OR     | 2,323,177.00 | .00                    | .00                         | .00                 | 2,323,177.00         | .00         |
| ACCOUNT-891  | RETAINAGE               |              |                        |                             |                     |                      |             |
| 891          | RETAINAGE               | .00          | .00                    | .00                         | -9,707.44           | 9,707.44             | .00         |
| TOTAL REPORT |                         | 2,323,177.00 | 12,863.17              | 4,407,170.44                | 1,647,403.91        | -3,731,397.35        | 260.62      |

DATE: 06/20/2023  
TIME: 09:51:51

WEST CHESTER AREA SCHOOL DISTRICT  
REVENUE STATUS REPORT

PAGE NUMBER: 1  
REVSTA11

SELECTION CRITERIA: orgn.fund='29'  
ACCOUNTING PERIOD: 11/23

SORTED BY: ACCOUNT  
TOTALLED ON:  
PAGE BREAKS ON:

| ACCOUNT - - - - - | TITLE - - - - - | BUDGET     | PERIOD<br>RECEIPTS | RECEIVABLES | YEAR TO DATE<br>RECEIPTS | AVAILABLE<br>BALANCE | YTD/<br>BUD |
|-------------------|-----------------|------------|--------------------|-------------|--------------------------|----------------------|-------------|
| R6710             | GATE RECEIPTS   | 131,500.00 | 8,220.00           | .00         | 206,367.50               | -74,867.50           | 156.93      |
| TOTAL REPORT      |                 | 131,500.00 | 8,220.00           | .00         | 206,367.50               | -74,867.50           | 156.93      |

DATE: 06/20/2023  
TIME: 09:55:05

WEST CHESTER AREA SCHOOL DISTRICT  
EXPENDITURE STATUS REPORT

PAGE NUMBER: 1  
EXPSTA11

SELECTION CRITERIA: orgn.fund='29'  
ACCOUNTING PERIOD: 11/23

SORTED BY: FUND,FUNCTION,FUNDING SOURCE  
TOTALLED ON: FUND,FUNCTION,FUNDING SOURCE  
PAGE BREAKS ON: FUND

FUND-29 ATHLETIC FUND  
FUNCTION-3200 STUDENT ACTIVITIES

| FUNDING SOU  | - - - - - TITLE - - - - - | BUDGET     | PERIOD<br>EXPENDITURES | ENCUMBRANCES<br>OUTSTANDING | YEAR TO DATE<br>EXP | AVAILABLE<br>BALANCE | YTD/<br>BUD |
|--------------|---------------------------|------------|------------------------|-----------------------------|---------------------|----------------------|-------------|
| 000          | UNASSIGNED                | 131,500.00 | 34,571.64              | 23,503.28                   | 188,090.16          | -80,093.44           | 160.91      |
|              | TOTAL UNASSIGNED          | 131,500.00 | 34,571.64              | 23,503.28                   | 188,090.16          | -80,093.44           | 160.91      |
|              | TOTAL STUDENT ACTIVITIES  | 131,500.00 | 34,571.64              | 23,503.28                   | 188,090.16          | -80,093.44           | 160.91      |
|              | TOTAL ATHLETIC FUND       | 131,500.00 | 34,571.64              | 23,503.28                   | 188,090.16          | -80,093.44           | 160.91      |
| TOTAL REPORT |                           | 131,500.00 | 34,571.64              | 23,503.28                   | 188,090.16          | -80,093.44           | 160.91      |

**WEST CHESTER AREA SCHOOL DISTRICT**  
**CAPITAL PROJECTS FUND**  
**Month Ending May 31, 2023**

| Project                 | Description                                   | Project Budget | Project to Date<br>Expenses at<br>Prior 6/30 | Current Fiscal Year<br>to Date Expenses | Total Expenses | Budget Balance |
|-------------------------|-----------------------------------------------|----------------|----------------------------------------------|-----------------------------------------|----------------|----------------|
| <b>Current Projects</b> |                                               |                |                                              |                                         |                |                |
| C033                    | Exton Renovations/Additions                   | 19,416,125.79  | 17,912,813.79                                | 0.00                                    | 17,912,813.79  | 1,503,312.00   |
| C034                    | East Goshen Design and Construction           | 17,750,000.00  | 17,625,891.07                                | 177,195.71                              | 17,803,086.78  | (53,086.78)    |
| C035                    | Mary C Howse Design and Construction          | 22,000,000.00  | 53,376.67                                    | 145,769.35                              | 199,146.02     | 21,800,853.98  |
| C036                    | Glen Acres Design and Construction            | 23,500,000.00  | 2,267,847.11                                 | 6,278,974.73                            | 8,546,821.84   | 14,953,178.16  |
| C037                    | Hillsdale Design and Construction             | 24,000,000.00  | 0.00                                         | 0.00                                    | 0.00           | 24,000,000.00  |
| C038                    | Starkweather Design and Construction          | 24,000,000.00  | 477,546.31                                   | 0.00                                    | 477,546.31     | 23,522,453.69  |
| C055                    | District Radio Signal Booster System          | 145,839.00     | 0.00                                         | 124,376.15                              | 124,376.15     | 21,462.85      |
| C057                    | New Elementary School Design and Construction | 26,771,040.47  | 26,674,522.98                                | 52,477.82                               | 26,727,000.80  | 44,039.67      |
| C059                    | Westtown-Thornbury Addition                   | 3,800,000.00   | 2,902,763.30                                 | (9,273.55)                              | 2,893,489.75   | 906,510.25     |
| C068                    | FMS Fire Panel Replacement                    | 75,000.00      | 49,150.00                                    | 9,790.00                                | 58,940.00      | 16,060.00      |
| C070                    | RHS Phase 3 Roof Replacement                  | 1,350,611.00   | 477,620.33                                   | 875,647.04                              | 1,353,267.37   | (2,656.37)     |
| C071                    | PWE Re-roof Gym and Seal Stone Wall           | 315,500.00     | 0.00                                         | 0.00                                    | 0.00           | 315,500.00     |
| C072                    | SMS Paving Replacement                        | 275,129.00     | 0.00                                         | 17,835.00                               | 17,835.00      | 257,294.00     |
| C073                    | SMS Replace Boilers                           | 280,000.00     | 0.00                                         | 0.00                                    | 0.00           | 280,000.00     |
| C074                    | SMS Replace Emergency Generator               | 110,000.00     | 0.00                                         | 0.00                                    | 0.00           | 110,000.00     |
| C075                    | SMS Replace Auditorium Stage Lighting         | 85,250.00      | 0.00                                         | 0.00                                    | 0.00           | 85,250.00      |
| C076                    | PMS Replace Auditorium Stage Lighting         | 85,250.00      | 0.00                                         | 0.00                                    | 0.00           | 85,250.00      |
| C077                    | FMS Replace Emergency Generator               | 135,000.00     | 0.00                                         | 0.00                                    | 0.00           | 135,000.00     |
| C078                    | EBE Replace Emergency Generator               | 105,000.00     | 0.00                                         | 0.00                                    | 0.00           | 105,000.00     |
| C999                    | 2012-2023 Labor                               | 4,915,221.54   | 4,258,627.74                                 | 297,679.19                              | 4,556,306.93   | 358,914.61     |
| Total Current Projects  |                                               | 169,114,966.80 | 72,700,159.30                                | 7,970,471.44                            | 80,670,630.74  | 88,444,336.06  |

WEST CHESTER AREA SCHOOL DISTRICT  
FOOD SERVICES FUND  
MAY 31, 2023

|                           | 2022-23<br>CONTRACT<br>BUDGET | ACTUAL<br>MAY 2023 | 2022-23   |
|---------------------------|-------------------------------|--------------------|-----------|
| <u>REVENUE</u>            |                               |                    |           |
| CAFETERIA SALES *         | 2,725,673                     | 265,797            | 2,241,557 |
| GOVERNMENT REIMBURSEMENTS | 769,873                       | 206,789            | 1,550,249 |
| TOTAL REVENUE             | 3,495,545                     | 472,586            | 3,791,806 |
| <u>EXPENDITURES</u>       |                               |                    |           |
| COST OF FOOD              | 1,205,102                     | 172,576            | 1,459,973 |
| <i>COMMODITY USAGE</i>    | <i>(101,150)</i>              | 26,347             | 217,802   |
| LABOR                     | 1,568,170                     | 178,753            | 1,680,003 |
| ADMINISTRATIVE EXPENSE    | 66,495                        | 6,743              | 60,683    |
| MANAGEMENT FEE            | 61,380                        | 6,224              | 56,015    |
| OTHER DIRECT EXPENSES **  | 413,684                       | 23,919             | 319,029   |
| TOTAL EXPENDITURES        | 3,213,680                     | 388,215            | 3,575,704 |
| PROFIT/LOSS               | 281,865                       | 84,371             | 216,102   |

\* Includes Catering

\*\* Includes Catering Expense

WEST CHESTER AREA SCHOOL DISTRICT  
May 2023

|                                  | 452<br>EB | 440<br>EG | 438<br>EX | 444<br>FH | 445<br>GA | 454<br>GES | 451<br>HILLS | 437<br>MCH | 448<br>PW | 453<br>SS | 447<br>WT | Total<br>Elementary | 328<br>F.M. | 326<br>P.M. | 327<br>S.M. | 223<br>RUSTIN | 222<br>EAST | 221<br>HEND. | Total<br>Secondary | OTHER | TOTAL |        |                                  |
|----------------------------------|-----------|-----------|-----------|-----------|-----------|------------|--------------|------------|-----------|-----------|-----------|---------------------|-------------|-------------|-------------|---------------|-------------|--------------|--------------------|-------|-------|--------|----------------------------------|
| Kindergarten                     | 68        | 80        | 57        | 40        | 63        | 80         | 77           | 68         | 58        | 84        | 69        | 744                 |             |             |             |               |             |              |                    |       |       | 744    | Kindergarten                     |
| Special Education - Kinder       | 7         | 13        | 13        | 11        | 11        | 7          | 8            | 10         | 9         | 17        | 11        | 117                 |             |             |             |               |             |              |                    |       |       | 117    | Special Education - Kinder       |
| Grade1                           | 59        | 76        | 71        | 66        | 81        | 69         | 90           | 78         | 58        | 76        | 71        | 775                 |             |             |             |               |             |              |                    |       |       | 775    | Grade1                           |
| Special Education - Grade 1      | 12        | 7         | 11        | 11        | 13        | 10         | 7            | 8          | 8         | 8         | 13        | 108                 |             |             |             |               |             |              |                    |       |       | 108    | Special Education - Grade 1      |
| Grade 2                          | 74        | 70        | 67        | 53        | 76        | 91         | 78           | 69         | 80        | 86        | 78        | 822                 |             |             |             |               |             |              |                    |       |       | 822    | Grade 2                          |
| Special Education - Grade 2      | 12        | 5         | 16        | 7         | 10        | 14         | 7            | 7          | 10        | 19        | 10        | 117                 |             |             |             |               |             |              |                    |       |       | 117    | Special Education - Grade 2      |
| Grade 3                          | 66        | 84        | 54        | 66        | 76        | 58         | 78           | 67         | 72        | 79        | 87        | 787                 |             |             |             |               |             |              |                    |       |       | 787    | Grade 3                          |
| Special Education - Grade 3      | 12        | 12        | 18        | 16        | 15        | 21         | 14           | 8          | 15        | 15        | 11        | 157                 |             |             |             |               |             |              |                    |       |       | 157    | Special Education - Grade 3      |
| Grade 4                          | 62        | 68        | 59        | 53        | 62        | 87         | 89           | 87         | 59        | 97        | 91        | 814                 |             |             |             |               |             |              |                    |       |       | 814    | Grade 4                          |
| Special Education - Grade 4      | 11        | 12        | 9         | 8         | 18        | 16         | 16           | 12         | 10        | 16        | 12        | 140                 |             |             |             |               |             |              |                    |       |       | 140    | Special Education - Grade 4      |
| Grade 5                          | 70        | 80        | 54        | 56        | 68        | 65         | 79           | 68         | 73        | 68        | 86        | 767                 |             |             |             |               |             |              |                    |       |       | 767    | Grade 5                          |
| Special Education - Grade 5      | 20        | 13        | 21        | 11        | 12        | 18         | 11           | 8          | 12        | 16        | 14        | 156                 |             |             |             |               |             |              |                    |       |       | 156    | Special Education - Grade 5      |
| Grade 6                          |           |           |           |           |           |            |              |            |           |           |           |                     | 247         | 302         | 230         |               |             |              |                    |       |       | 779    | Grade 6                          |
| Special Education - Grade 6      |           |           |           |           |           |            |              |            |           |           |           |                     | 52          | 45          | 44          |               |             |              |                    |       |       | 141    | Special Education - Grade 6      |
| Grade 7                          |           |           |           |           |           |            |              |            |           |           |           |                     | 225         | 263         | 221         |               |             |              |                    |       |       | 709    | Grade 7                          |
| Special Education - Grade 7      |           |           |           |           |           |            |              |            |           |           |           |                     | 47          | 57          | 46          |               |             |              |                    |       |       | 150    | Special Education - Grade 7      |
| Grade 8                          |           |           |           |           |           |            |              |            |           |           |           |                     | 281         | 310         | 238         |               |             |              |                    |       |       | 829    | Grade 8                          |
| Special Education - Grade 8      |           |           |           |           |           |            |              |            |           |           |           |                     | 37          | 52          | 58          |               |             |              |                    |       |       | 147    | Special Education - Grade 8      |
| Grade 9                          |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             | 249           | 252         | 319          |                    |       |       | 820    | Grade 9                          |
| Special Education - Grade 9      |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             | 52            | 57          | 61           |                    |       |       | 170    | Special Education - Grade 9      |
| Grade 10                         |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             | 229           | 258         | 329          |                    |       |       | 816    | Grade 10                         |
| Special Education - Grade 10     |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             | 52            | 54          | 44           |                    |       |       | 150    | Special Education - Grade 10     |
| Grade 11                         |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             | 258           | 261         | 289          |                    |       |       | 808    | Grade 11                         |
| Special Education - Grade 11     |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             | 43            | 47          | 57           |                    |       |       | 147    | Special Education - Grade 11     |
| Grade 12                         |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             | 267           | 258         | 303          |                    |       |       | 828    | Grade 12                         |
| Special Education - Grade 12     |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             | 51            | 48          | 40           |                    |       |       | 139    | Special Education - Grade 12     |
| Regular Education                | 399       | 458       | 362       | 334       | 406       | 450        | 491          | 437        | 400       | 490       | 482       | 4,709               | 753         | 875         | 689         | 1,003         | 1,029       | 1,240        | 5,589              |       |       | 10,298 | Regular Education                |
| Special Education                | 74        | 62        | 88        | 64        | 79        | 86         | 63           | 53         | 64        | 91        | 71        | 795                 | 136         | 154         | 148         | 198           | 206         | 202          | 1,044              |       |       | 1,839  | Special Education                |
| In - District Total              | 473       | 520       | 450       | 398       | 485       | 536        | 554          | 490        | 464       | 581       | 553       | 5,504               | 889         | 1,029       | 837         | 1,201         | 1,235       | 1,442        | 6,633              |       |       | 12,137 | In - District Total              |
| Out of District Totals           |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             |               |             |              |                    |       |       |        |                                  |
| Alternative Ed. Reg. Ed.         |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             |               |             |              |                    |       | 5     | 5      | Alternative Ed. Reg. Ed.         |
| Alternative Ed. Special Ed.      |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             |               |             |              |                    |       | 170   | 170    | Alternative Ed. Special Ed.      |
| Charter Schools                  |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             |               |             |              |                    |       |       |        |                                  |
| Achievement Cyber                |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             |               |             |              |                    |       | 2     | 2      | Achievement Cyber                |
| Agora Cyber                      |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             |               |             |              |                    |       | 1     | 1      | Agora Cyber                      |
| Avon Grove                       |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             |               |             |              |                    |       | -     | -      | Avon Grove                       |
| Chester County Family Academy    |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             |               |             |              |                    |       | -     | -      | Chester County Family Academy    |
| Chester Community Charter        |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             |               |             |              |                    |       | -     | -      | Chester Community Charter        |
| Collegium                        |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             |               |             |              |                    |       | 235   | 235    | Collegium                        |
| Commonwealth Connections - Cyber |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             |               |             |              |                    |       | 27    | 27     | Commonwealth Connections - Cyber |
| Insight                          |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             |               |             |              |                    |       | 11    | 11     | Insight                          |
| Ketterer Charter                 |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             |               |             |              |                    |       | 2     | 2      | Ketterer Charter                 |
| Pa Leadership - Cyber            |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             |               |             |              |                    |       | 121   | 121    | Pa Leadership - Cyber            |
| Pennsylvania Cyber               |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             |               |             |              |                    |       | 2     | 2      | Pennsylvania Cyber               |
| Pa Virtual - Cyber               |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             |               |             |              |                    |       | 4     | 4      | Pa Virtual - Cyber               |
| Reach Cyber                      |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             |               |             |              |                    |       | 10    | 10     | Reach Cyber                      |
| Renaissance Academy              |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             |               |             |              |                    |       | 5     | 5      | Renaissance Academy              |
| 21st Century - Cyber             |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             |               |             |              |                    |       | 15    | 15     | 21st Century - Cyber             |
| Outside PA                       |           |           |           |           |           |            |              |            |           |           |           |                     |             |             |             |               |             |              |                    |       | -     | -      | Outside PA                       |
| GRAND TOTAL                      | 473       | 520       | 450       | 398       | 485       | 536        | 554          | 490        | 464       | 581       | 553       | 5,504               | 889         | 1,029       | 837         | 1,201         | 1,235       | 1,442        | 6,633              | 610   |       | 12,747 |                                  |

WEST CHESTER AREA SCHOOL DISTRICT  
Enrollment Monthly Overview 2022-23

| In District Total | EB  | EG  | EX  | FH  | GA  | GES | HILLS | MCH | PW  | SS  | Total      |       | F.M. | P.M.  | S.M. | RUSTIN | EAST  | Total |           | TOTAL  |
|-------------------|-----|-----|-----|-----|-----|-----|-------|-----|-----|-----|------------|-------|------|-------|------|--------|-------|-------|-----------|--------|
|                   |     |     |     |     |     |     |       |     |     |     | Elementary | WT    |      |       |      |        |       | HEND. | Secondary |        |
| August 2022       | 471 | 512 | 447 | 394 | 493 | 534 | 543   | 499 | 463 | 575 | 543        | 5,474 | 911  | 1,018 | 850  | 1,210  | 1,261 | 1,436 | 6,686     | 12,160 |
| September 2022    | 469 | 510 | 444 | 395 | 485 | 538 | 544   | 492 | 463 | 578 | 546        | 5,464 | 909  | 1,016 | 844  | 1,210  | 1,254 | 1,434 | 6,667     | 12,131 |
| October 2022      | 471 | 511 | 445 | 392 | 483 | 540 | 549   | 490 | 465 | 578 | 544        | 5,468 | 911  | 1,022 | 843  | 1,204  | 1,249 | 1,438 | 6,667     | 12,135 |
| November 2022     | 468 | 514 | 445 | 395 | 484 | 541 | 546   | 493 | 465 | 579 | 545        | 5,475 | 909  | 1,021 | 841  | 1,211  | 1,243 | 1,440 | 6,665     | 12,140 |
| December 2022     | 470 | 515 | 450 | 394 | 483 | 542 | 548   | 490 | 467 | 578 | 547        | 5,484 | 902  | 1,025 | 841  | 1,211  | 1,241 | 1,442 | 6,662     | 12,146 |
| January 2023      | 473 | 518 | 454 | 397 | 487 | 541 | 552   | 482 | 469 | 579 | 549        | 5,501 | 897  | 1,028 | 838  | 1,207  | 1,244 | 1,444 | 6,658     | 12,159 |
| February 2023     | 472 | 518 | 452 | 398 | 489 | 540 | 554   | 474 | 468 | 578 | 549        | 5,492 | 896  | 1,029 | 838  | 1,205  | 1,240 | 1,441 | 6,649     | 12,141 |
| March 2023        | 472 | 522 | 449 | 401 | 486 | 539 | 553   | 481 | 466 | 580 | 553        | 5,502 | 892  | 1,032 | 837  | 1,203  | 1,240 | 1,443 | 6,647     | 12,149 |
| April 2023        | 473 | 522 | 447 | 398 | 485 | 538 | 554   | 490 | 465 | 581 | 553        | 5,506 | 890  | 1,032 | 836  | 1,201  | 1,238 | 1,442 | 6,639     | 12,145 |
| May 2023          | 473 | 520 | 450 | 398 | 485 | 536 | 554   | 490 | 464 | 581 | 553        | 5,504 | 889  | 1,029 | 837  | 1,201  | 1,235 | 1,442 | 6,633     | 12,137 |
| June 2023         |     |     |     |     |     |     |       |     |     |     |            | -     |      |       |      |        |       |       | -         | -      |