School Board Meeting
Susquehanna Township School District
Monday, August 3, 2026 at 7:00 PM

Administration Building
2579 Interstate Drive
Harrisburg, PA 17110

Agenda

1. **CALL TO ORDER, SILENT MEDITATION, PLEDGE OF ALLEGIANCE TO THE FLAG AND INTRODUCTIONS**

   A. **Call to Order**
   Description: Board President will call the meeting to order.

   BOARD MEMBERS:
   Mr. Jesse Rawls, Sr. - President
   Ms. Tameka Hatcher - Vice President
   Ms. Elise LeMelle - Secretary
   Mr. Warren Enoch
   Mrs. Jackie Hill
   Mr. Jayonn Folks
   Mr. Eric Hedenberg
   Keita Kalonji Johnson, Esq.
   Dr. Anita Mareno

   ADMINISTRATORS:
   Dr. Tamara C. Willis - Superintendent
   Dr. Andrae R. Martin - Assistant Superintendent
   Mrs. Kathy Ciaciulli - Chief Finance and Operations Officer

   SOLICITOR:
   Eckert Seamans Cherin & Mellott, LLC

   STUDENT REPRESENTATIVE(S):
   Amare Johnson (Senior)

   BOARD RECORDING SECRETARY:
   Ms. Ann-Marie Rathmell

   B. **Moment of Silent Meditation and Pledge of Allegiance to the Flag**
   Description: Board President will lead the Board and those in attendance in a moment of silent meditation and Pledge of Allegiance to the Flag.

   C. **Roll Call**

   D. **Announcement of Executive Session**

   E. **Introductions / Guest Presentations**

2. **APPROVAL OF AGENDA FOR MEETING**

   Recommended Motion(s):

Approve the agenda for the August 3, 2026, Board Meeting.

3. **HEARING OF THE PUBLIC AND BOARD MEMBER COMMENTS**

   A. **Hearing of the Public**
   Description:
   - People will be called in the order they appear on the "sign-in" sheet.
   - Time limit is three (3) minutes per person.
   - Individuals listed on the "sign-in" sheet are limited to one opportunity to address the board, either before or after "Presentations and Discussions."
   - When called, please stand, state your name before beginning.
   - This part of the agenda is the only time when members of the audience should address the board.

   B. **Board Member Comments**

4. **PRESENTATION AND DISCUSSION (with approximate duration)**

5. **MINUTES**

   A. **Minutes: June 1, 2026**

   Recommended Motion(s):
   Approve the Minutes of the June 1, 2026, Board Meeting.

   Attachments:
   Minutes June 1, 2026 8

   B. **Minutes: June 15, 2026**

   Recommended Motion(s):
   Approve the Minutes of the June 15, 2026, Board Meeting.

   Attachments:
   Minutes June 15, 2026 15

6. **PROGRAM**

   A. **Journalism Club**

   Recommended Motion(s):
   Approve the creation of the Journalism Club at Susquehanna Township High School.

   Attachments:
   Establish Student Activity - Journalism Club 25

7. **PERSONNEL**

   A. **Employee Separations**

   Recommended Motion(s):
   Approve Employee Separation as attached.

   Attachments:
   EMPLOYEE SEPARATIONSv2 31

   B. **Transfers**

   Recommended Motion(s):
   Approve Transfers as attached.

Attachments:
TRANSFERS 32

C. **Employment**

Recommended Motion(s):
Approve Employments as attached.

Attachments:
EMPLOYMENTv4 33

D. **Extensions and Supplementals**

Recommended Motion(s):
Approve Extensions and Supplementals as attached.

Attachments:
EXTENSIONS AND SUPPLEMENTALSv5 35

E. **Updates**

Recommended Motion(s):
Approve personnel updates as attached.

Attachments:
UPDATESv2 37

F. **Position Title Change and Job Description Revision**

Recommended Motion(s):
Motion: Approve the position title change from Volunteer Coordinator to Susquehanna Township School District Liaison to Hanna's Pantry and the corresponding revised job description.

Attachments:
STSD Liaison to Hanna's Pantry Job Description 38

8. **FINANCES**

A. **Activity Fund 7/17/26 - 7/27/26**

Recommended Motion(s):
Approve the payment of Activity Fund bill from the First National Bank Activity Fund Checking, as listed on the Computer Check Summary, totaling $400.00.

Attachments:
ACTIVITY FUND 8-3-26 40

B. **First National General Fund Checking 7/19/2026 - 7/28/2026**

Recommended Motion(s):
Approve the payment of First National General Fund Checking bills from the First National General Fund Checking, as listed on the Computer Check Summary, totaling $1,396,680.62.

Attachments:
GENERAL FUND 8-3-26-3 41

C. **New Construction Capital Projects Fund Checking 7/17/26 - 7/27/26**

Recommended Motion(s):
Approve the payment of New Construction Capital Projects Fund Checking bills from the New Construction Capital Projects Fund Checking, as listed on the Computer Check Summary, totaling $27,648.83.

Attachments:
NCPF 8-3-26 44

D. **Occupation Tax Refunds**

Recommended Motion(s):
Approve the following Personal Tax Refunds:

Description:
1. Taxpayer: Michael Janosko
Bill #: 1402
Year: 2024
Refund Amount: $264.60

Bill #: 806
Year: 2025
Refund Amount: $264.60

Total amount of refund: $529.20
Michael Janosko is retired; paid the taxes in error.

2. Taxpayer: Patricia Hodgson
Bill#: 19301
Year: 2023
Refund Amount: $283.50

Bill# 21117
Year: 2024
Refund Amount: $283.50

Bill #: 20367
Year: 2025
Refund Amount: $283.50

Total Amount of refund: $850.50
Patricia Hodgson is retired; paid the taxes in error.

9. **CONTRACTS**

A. **Agile Sports Technologies, Inc. (Hudl)**

Recommended Motion(s):
Approve the agreement with Agile Sports Technologies to provide digital video analysis and film sharing for the Athletic Department.

Attachments:
Hudl Agreement 45

Previous Hudl Agreement 47

B. **AtheltiCare LLC**

Recommended Motion(s):
Approve the Agreement with AtheltiCare, LLC to provide Athletic Trainer services to the district from July 27, 2026 through August 28, 2026.

Attachments:
Athletic Trainer Contract - 7.13 49

C. **Capital Area Intermediate Unit (CAIU) Off-Site Student Transportation Services**

Recommended Motion(s):
Approve the 26-27 school year off-site transportation services agreement between Susquehanna Township School District and the Capital Area Intermediate Unit (CAIU).

Description:
Note: This contract addresses transportation terms for all STSD students transported to and from special needs educational facilities by the CAIU.
Attachments:
CAIU Off Site Transportation 2026-27 SY 58
2025-26 CAIU Off-site Transportaton Agreement 63

D. **Capital Area Intermediate Unit (CAIU) Agreement for WAN, Internet & Related Services**

Recommended Motion(s):
Approve the agreement with Capital Area Intermediate Unit (CAIU) to provide WAN, Internet & Related Services to Susquehanna Township School District. This is a 5-year agreement with the CAIU.

Attachments:
New IU WAN 64
Prev IU WAN 73

E. **Child Nutrition Agreement: Susquehanna Township School District (STSD) & Dauphin County Technical School (DCTS)**

Recommended Motion(s):
Approve the 2026-2027 school year agreement for Participation in Child Nutrition Program between the Dauphin County Technical School (DCTS) and Susquehanna Township School District.

Attachments:
DCTS Food and Nutrition Agreement (002) 84
2025-2026 SY School Nutrition SNP Agreement STSD & DCTS 92

F. **Harrisburg Area YMCA Rental Agreement**

Recommended Motion(s):
Approve the YMCA Facility Use Policy and Agreement as presented. Approval of this agreement will permit our swim team to utilize the YMCA facilities for all scheduled swim practices.

Attachments:
YMCA Pool Rental Agreement 2026-27 SY 96

G. **Lobar Change Orders (Oslwen C. Anderson, Jr. Center)**

Recommended Motion(s):
Motion to approve the change orders in the total amount of $373,291.65, as presented, to account for revisions associated with the advancement of the construction documents from 75% to 100% completion, Bulletins 1-3, and additional required work, including the freight elevator sump pump, duct chase modifications, and elevator access control systems.

Description: a. General Contract in the amount of an additional $125,413.41
b. Plumbing Contract in the amount of an additional $66,130.91
c. HVAC Contract in the amount of an additional $150,950.67
d. Electrical Contract in the credit amount of $31,438.57
e. Electrical Contract in the amount of an additional $62,235.23

Attachments:

145877.00.01 - Susquehanna Twp SD Building Renovations GC 25-1089 Supplemental 104
145877.01.01 - Susquehanna Twp SD Building Renovations PL 25-1089 Supplemental 112
145877.02.01 - Susquehanna Twp SD Building Renovations HVAC 25-1089 Supplemental 119
145877.03.01 - Susquehanna Twp SD Building Renovations EL 25-1089 Supplemental 125
145877.03.03 - Susquehanna Twp SD Building Renovations EL-Electrical – Coordination Study Breakers 133

H. **Terracon Change Order 4 (Oslwen C. Anderson, Jr. Center)**

Recommended Motion(s):
Approve Change Order No. 4 in the amount of $9,200 for additional professional services related to post-remediation mold assessment and testing to verify the effectiveness of the remediation work.

Attachments:

Terracon- STSD Change Order 4_Final to Client_15JUN26.pdf 138

I. **TKE Change Order 1 (Oslwen C. Anderson, Jr. Center)**

Recommended Motion(s):
Approve the change order in the total amount of $40,078.44 for additional work required due to a partial jack collapse. The work is necessary to stabilize the existing borehole and reduce the likelihood of requiring additional drilling and casing.

Attachments:

Susquehanna Township School District - Jack Replacement Change Order (Phase 1) 139

J. **Watts Restoration Co Inc. Change Order #01 (Oslwen C. Anderson, Jr. Center)**

Recommended Motion(s):
Approve Change Order No. 1 in the amount of $58,500.00 to provide the labor and equipment necessary to power wash the entire building façade and apply SikaGard® H-1000 water repellent to all masonry surfaces to enhance long-term protection and durability.

Attachments:

Watts COR 01 145

10. **POLICY**

    A. **Policy 237: Electronic Devices**

    Recommended Motion(s):
    Approve revised Policy 237: Electronic Devices.

    Attachments:
    Revised Policy 237 Electronic Devices 7-30-2026 146

11. **OTHER**

12. **NEW BUSINESS**

13. **ADJOURNMENT**

14. **ADDENDUM: Potential action item if the agenda is amended by the Board. (11.A. - OTHER)**

    Recommended Motion(s):
    Approve and authorize the submission of two (2) PA Public School Facility Improvement Grant Authorized Official Resolutions on behalf of Susquehanna Township School District.

    Description: PA Public School Facility Improvement Grant
    Note: House Bill 1505 (the 2026-27 School Code) authorizes a second round of Public School Facility Improvement Grants. The grant application period closes on August 11, 2026.
    The District intends to submit two additional grant applications to support elevator replacements at the High School, Middle School, and Sara Lindemuth Elementary School. The grant program also permits school districts to apply for funding for eligible emergency facility repairs.
    District administration is currently working with contractors and vendors to finalize project scopes and cost estimates in advance of the August 11 submission deadline. Board approval of the accompanying Resolution is required as part of each grant application. Once the applications are finalized and submitted, the District will provide the Board with the final grant request amounts and the specific projects included in each application.

    Attachments:
    PA Facility Improvement Grant Resolution 151

CALL TO ORDER	At 7:03 p.m., the June 1, 2026, meeting of the Susquehanna Township Board of School Directors was called to order by Board President Jesse Rawls, Sr.
SCHOOL BOARD MEMBERS PRESENT	Mr. Jesse Rawls, Sr., Ms. Tameka Hatcher, Ms. Elise LeMelle, Mrs. Jackie Hill, Mr. Eric Hedenberg, Keita Kalonji Johnson, Esq., Mr. Warren Enoch, Dr. Anita Mareno
ABSENT	Mr. Jayonn Folks
DISTRICT OFFICE PRESENT	Dr. Tamara Willis, Dr. Andrae Martin, Mrs. Kathy Ciaciulli, Mrs. Carrie Martin, Dr. Erika Willis, Ms. Ann-Marie Rathmell, Mr. Justin Green, Mr. Jonathan Bishop
SOLICITOR	Eckert Seamans Cherin & Mellott, LLC
EXECUTIVE SESSION	The Board President announced that executive session was held immediately prior to the meeting for the purpose of personnel matters and legal advice.
INTRODUCTIONS/ GUEST PRESENTATIONS	None

II. APPROVAL OF AGENDA ITEMS FOR JUNE 1, 2026

MOTION TO APPROVE	**2.A.** Moved by Mr. Hedenberg, seconded by Ms. Hatcher to approve the meeting agenda for June 1, 2026. Motion passed 8-0, 0 abstentions, 1 absent (Mr. Folks)

III. A. HEARING OF THE PUBLIC

SPEAKER	None

III. B. BOARD MEMBER COMMENTS

SPEAKER	**Mr. Johnson** provided an update from the Policy Committee Meeting (see attached minutes)
SPEAKER	**Ms. LeMelle** acknowledged the recent deaths of two students from the Harrisburg School District and noted that members of the Susquehanna Township community have been affected by these losses. She emphasized the importance of keeping student safety at the forefront of discussions regarding safety in schools and on school buses.
SPEAKER	**Mrs. Hill** shared that she recently visited Thomas Holtzman Elementary School, where she had the opportunity to interact with students and view artwork displayed

throughout the building. She remarked on the talent and creativity of the district's students**.**

SPEAKER **Mr. Rawls** reminded the Board that Commencement will be on Thursday at 10 a.m.

IV. PRESENTATIONS AND DISCUSSIONS

PRESENTATION **4.A.** Mrs. Ciaciulli presented the 2026-2027 Fiscal Year Budget (attached to BoardDocs)

PRESENTATION **4.B.** Dr. Willis presented a Strategic Plan Update (attached to BoardDocs)

Mr. Rawls left the meeting at 7:43 p.m.
Mr. Rawls returned at 7: 47 p.m.

Mr. Hedenberg left the meeting at 7:50 p.m.
Mr. Hedenberg returned at 7:52 p.m.

V. MINUTES

None

5.A.

VI. PROGRAM

None

VII. PERSONNEL

MOTION TO APPROVE **7.A.B.C.D.** Moved by Mr. Johnson, seconded by Mr. Hedenberg to approve items 7.A.B.C.D.

ROLL CALL VOTE:

Aye:	Dr. Mareno, Ms. Hatcher, Ms. LeMelle, Mrs. Hill, Mr. Hedenberg, Mr. Enoch, Mr. Johnson, Mr. Rawls
Nay:	None
Abstain:	None
Absent:	Mr. Folks

Motion passed 8-0, 0 abstentions, 1 absent (Mr. Folks)

7.A. Employee Separations

Name	Position	Location	Reason	Agreement	Effective Date
Nancy Kemberling	Food Service Manager	SLAC	Retirement	Teamsters	June 4, 2027

7.B. Transfers

Name	Position/Location	to Position/Location	Salary	Agreement	Effective Date
Ahkee Cox-Cowan	STMS LTS Emotional Support Teacher	STMS Emotional Support Teacher	$64,096.00	STEA	2026-2027 School Year
Charles Griffin	STHS ISS Supervisor	OAC Special Ed Paraprofessional (FOCUS)	$24.99 per hour	STESPA	2026-2027 School Year
Daria Hall	DO Medical Access/ Student Services Coordinator	STHS Building Secretary	$23.09 per hour	STESPA	2026-2027 School Year

7.C. Extensions and Supplementals

Name	Position	Location	Salary/Rate	Effective Date
Morgan Barksdale	Mentor for Ahkee Cox Cowan	STMS	$1,000.00	2026-2027 School Year
Keishla Dejesus	ESY Paraprofessional	Districtwide	at their current hourly rate	2025-2026 School Year
Rena Summers	ESY Teacher	Districtwide	$40.00 per hour	2025-2026 School Year
Kemal Pegram	ESY Teacher	Districtwide	$40.00 per hour	2025-2026 School Year
Madison Pentz	Summer School Teacher	STMS	$40.00 per hour	2025-2026 School Year
Jimmie Banks	Volunteer Assistant Football Coach	STHS	$0	2025-2026 School Year
Stephen Colston	Volunteer Assistant Football Coach	STHS	$0	2025-2026 School Year

Eric Ramsay	Volunteer Assistant Football Coach	STHS	$0	2025-2026 School Year
Lanthus Whitside Sr.	Volunteer Assistant Football Coach	STHS	$0	2025-2026 School Year

7.D. Updates

Name	Position	Location	Original Date	Effective Date
Alanna Viozzi	Principal	OAC	2026-2027 School Year	2027-2028 School Year
Tamaura Woodson	Assistant Principal	OAC	2026-2027 School Year	2027-2028 School Year

VIII. FINANCES

MOTION TO APPROVE

8.A.B.C.D. Moved by Mr. Johnson, seconded by Mr. Hedenberg, to approve items 8.A.B.C.D.

ROLL CALL VOTE:
Aye: Dr. Mareno, Ms. Hatcher, Ms. LeMelle, Mrs. Hill, Mr. Hedenberg, Mr. Enoch, Mr. Johnson, Mr. Rawls
Nay: None
Abstain: None
Absent: Mr. Folks

Motion passed 8-0, 0 abstentions, 1 absent (Mr. Folks)

8.A. Approve the payment of Activity Fund bill from the First National Bank Activity Fund Checking, as listed on the Computer Check Summary, totaling $76.00.

8.B. Approve the payment of First National General Fund Checking bills from the First National General Fund Checking, as listed on the Computer Check Summary, totaling $2,582,910.13.

8.C. Approve the payment of Food Service bills from the Food Service Checking, as listed on the Computer Check Summary, totaling $107,957.31**.**

8.D. Approve the payment of New Construction Capital Projects Fund Checking bills from the New Construction Capital Projects Fund Checking, as listed on the Computer Check Summary, totaling $2,500,891.12.

DISCUSSION

8.E. Discuss the following 2026-2027 Fiscal Year Final General Fund Budget inclusive of a 4.4% real estate tax increase with expenditures totaling $78,224,006, revenues totaling $76,351,734, and $1,872,272 use of fund balance.

- A tax of 23.8070 mills on the total assessed valuation on all property taxable for school purposes per resolution;
- Homestead/Farmstead exclusion of $117.79 per resolution;
- A per Capita Tax of $5.00 per person 18 years of age or over as of July 1, 2026, per resolution;
- A residence Tax of $5.00 per person 18 years of age or over as of July 1, 2026, per resolution;
- An Earned Income Tax at the rate of 1% per resolution; (half % school district)
- An Occupation Tax at the rate of $270 per person between the ages of 18 and 70, who make in excess of $5,000.00 per year. Exemptions to the School Occupation Tax, Residence Tax, and Per Capita Tax are defined on the district's Request for Exemption from Personal Taxes form.
- Real Estate transfer Tax at a rate of 1% per resolution; and
- A Local Services Tax at the rate of $5.00 on each individual who engaged in an occupation within the boundaries of the taxing authority.

DISCUSSION

8.F. Discuss the 2026-2027 FY Proposed Final Food Service Fund Budget with aggregate income and expenditures totaling $2,963,686.64 and $3,610,053.47 respectively, with a $646,366.83 use of unrestricted funds.

DISCUSSION

8.G. Discuss the attached and below notated recommended 2026-2027 FY Student and Adult Meal price increases:

- 2026-2027 FY – Ala Cart Pricing as presented
- 2026-2027 FY – Student Meal - No Increases
- 2026-2027 FY – Adult Breakfast Meal – No increases
- 2026-2027 FY – Adult Lunch Meal Increases - .10 cent increase state required

IX. CONTRACTS

MOTION TO APPROVE

9.A. Moved by Mr. Johnson, seconded by Ms. Hatcher to approve Item 9.A.

ROLL CALL VOTE:

Aye:	Dr. Mareno, Ms. Hatcher, Ms. LeMelle, Mrs. Hill, Mr. Hedenberg, Mr. Enoch, Mr. Johnson, Mr. Rawls
Nay:	None
Abstain:	None
Absent:	Mr. Folks

Motion passed 8-0, 0 abstentions, 1 absent (Mr. Folks)

9.A. Accept the proposal from Boyer & Ritter LLC to continue providing annual audit services for the District's financial records, as required by the Pennsylvania Department of Education.

MOTION TO APPROVE **9.B.** Moved by Mr. Johnson, seconded by Ms. Hatcher to approve Item 9.B.

ROLL CALL VOTE:

Aye:	Dr. Mareno, Ms. Hatcher, Ms. LeMelle, Mrs. Hill, Mr. Hedenberg, Mr. Enoch, Mr. Johnson, Mr. Rawls
Nay:	None
Abstain:	None
Absent:	Mr. Folks

Motion passed 8-0, 0 abstentions, 1 absent (Mr. Folks)

9.B. Approve the change order R1 from e.h.c. to include the interior mold remediation on the second floor of the Oslwen C. Anderson, Jr. Center as presented.

MOTION TO APPROVE **9.C.** Moved by Mr. Johnson, seconded by Mrs. Hill to approve Item 9.C.

ROLL CALL VOTE:

Aye:	Dr. Mareno, Ms. Hatcher, Ms. LeMelle, Mrs. Hill, Mr. Hedenberg, Mr. Enoch, Mr. Johnson, Mr. Rawls
Nay:	None
Abstain:	None
Absent:	Mr. Folks

Motion passed 8-0, 0 abstentions, 1 absent (Mr. Folks)

9.C. Award the Masonry & Glazing Emergency Repairs at the Oslwen C. Anderson, Jr. Center to Watts Restoration Co, Inc. The total project cost is $429,175.00 to be funded from the General Obligation Bonds 2025.

MOTION TO APPROVE **9.D.** Moved by Mr. Johnson, seconded by Mr. Hedenberg to approve Item 9.D.

ROLL CALL VOTE:

Aye:	Dr. Mareno, Ms. Hatcher, Ms. LeMelle, Mrs. Hill, Mr. Hedenberg, Mr. Enoch, Mr. Johnson, Mr. Rawls
Nay:	None
Abstain:	None
Absent:	Mr. Folks

Motion passed 8-0, 0 abstentions, 1 absent (Mr. Folks)

X. POLICY

POLICY FIRST READ **10.A.** First Read of Revised Policy 626: Federal Fiscal Compliance

POLICY FIRST READ **10.B.** First Read of Revised Policy 626: Federal Fiscal Compliance

POLICY FIRST READ **10.C.** First Read of Revised Policy 827: Conflict of Interest

XI. OTHER

None

XII. NEW BUSINESS

None

XIII. ADJOURNMENT

MOTION TO ADJOURN Moved by Mr. Hedenberg, seconded by Ms. Hatcher, to the meeting.
Motion passed: 8-0, 0 abstentions, 1 absent (Mr. Folks)

Meeting adjourned 8:39 p.m.

Elise LeMelle
Board Secretary

CALL TO ORDER At 7:05 p.m., the June 15, 2026, meeting of the Susquehanna Township Board of School Directors was called to order by Board President Jesse Rawls, Sr.

SCHOOL BOARD MEMBERS PRESENT Mr. Jesse Rawls, Sr., Ms. Tameka Hatcher, Ms. Elise LeMelle, Mrs. Jackie Hill, Mr. Jayonn Folks, Mr. Eric Hedenberg, Keita Kalonji Johnson, Esq., Mr. Warren Enoch, Dr. Anita Mareno

DISTRICT OFFICE PRESENT Dr. Tamara Willis, Dr. Andrae Martin, Mrs. Kathy Ciaciulli, Mrs. Carrie Martin, Dr. Erika Willis, Ms. Ann-Marie Rathmell, Mr. Justin Green, Mr. Jonathan Bishop

SOLICITOR Eckert Seamans Cherin & Mellott, LLC

EXECUTIVE SESSION The Board President announced that executive session was held immediately prior to the meeting to discuss safety and security and personnel matters.

II. APPROVAL OF AGENDA ITEMS FOR JUNE 15, 2026

MOTION TO APPROVE **2.A.** Moved by Mr. Johnson, seconded by Mr. Hedenberg to approve the meeting agenda for June 15, 2026.
Motion passed 9-0, 0 abstentions, 0 absent

III. A. HEARING OF THE PUBLIC

SPEAKER None

III. B. BOARD MEMBER COMMENTS

SPEAKER **Mr. Johnson** reported that students approached him with questions regarding the process for establishing student clubs. He directed them to administration for further guidance.

SPEAKER **Ms. Hatcher** commended all staff involved in Commencement and noted that the Alumni Speaker delivered an excellent address.

SPEAKER **Mrs. Hill** recognized Dr. Erika and the Human Resources Department for their efforts in organizing the retirement dinner.

IV. PRESENTATIONS AND DISCUSSIONS

None

V. MINUTES

MOTION TO APPROVE

5.A.B. Moved by Mr. Johnson, seconded by Mr. Folks, to approve Items 5.A.B.
Motion passed 9-0, 0 abstentions, 0 absent

5.A. Approve the Minutes of the May 4, 2026, Board Meeting.

5.B. Approve the Minutes of the May 18, 2026, Board Meeting.

VI. PROGRAM

DISCUSSION

None

VII. PERSONNEL

MOTION TO APPROVE

7.A.B.C.D.E.F.G. Moved by Mr. Johnson, seconded by Mr. Hedenberg to approve Items 7.A.B.C.D.E.F.G.
Motion passed 9-0, 0 abstentions, 0 absent

7.A. **Employee Separations**

Name	Position	Location	Reason	Agreement	Effective Date
Jacob Moskow	LTS	STHS	End of Assignment	STEA	June 4, 2026
Mark Smith	LTS	STHS	End of Assignment	STEA	June 4, 2026
Alexandra Bennett	LTS	STMS	End of Assignment	STEA	June 4, 2026
Jeannetta Lawrence	Elementary Teacher	SLAC	Resignation	STEA	June 8, 2026
Cole Cristian	Physical Education Teacher	TWH	Resignation	STEA	June 4, 2026
Katie Carter	Purchasing and Accounts	DO	Resignation	STESPA	June 4, 2026

Name	Position	Location	Reason	Agreement	Effective Date
	Payable Clerk				
Kenneth Connor	Head Baseball Coach	STHS	Resignation	N/A	June 3, 2026

7.B. Transfers

Name	Position / Location	to Position / Location	Reason	Agreement	Effective Date
Putvatey Seng	Food Service Substitute - STHS	Food Service Worker -SLAC	Replacing Thelma Enders	TEAMSTERS	July 1, 2026
Allison Morris	Instructional Interventionist - SLAC	Instructional Interventionist - TWH	Transfer	STEA	2026-2027 School Year
Jana Hamilton	Paraprofessional - STMS	Paraprofessional - STHS	Transfer	STESPA	2026-2027 School Year

7.C. Employment

Name	Position	Location	Reason	Salary / Rate	Agreement	Effective Date
Anna Johnson	French Teacher	STHS	Replacing James Sonier	$77,821.00	STEA	August 17, 2026

7.D. Extensions and Supplementals

Name	Position	Location	Salary/Rate	Effective Date
Joseph Headen	Head Football Coach	STHS	$7,200.00	2026-2027 School Year
Lawrence Holley	Varsity Assistant Football Coach #1	STHS	$4,700.00	2026-2027 School Year
Kody Mills	Varsity Assistant Football Coach #2	STHS	$4,700.00	2026-2027 School Year
Tim Hume	Varsity Assistant Football Coach #3	STHS	$4,700.00	2026-2027 School Year
Mike Kern	Varsity Assistant Football Coach #4	STHS	$4,700.00	2026-2027 School Year
Earl Timothy	Varsity Assistant Football Coach #5	STHS	$4,700.00	2026-2027 School Year
Paris Palmer	Varsity Assistant Football Coach #6	STHS	$3,700.00	2026-2027 School Year
Tim Brown	Varsity Assistant Football Coach #7	STHS	$2,700.00	2026-2027 School Year
Jaylen Hawthorne	Varsity Assistant Football Coach #8	STHS	$2,700.00	2026-2027 School Year
Lance Deane	Football Strength and Conditioning	STHS	$3,700.00	2026-2027 School Year
Eric Ramsay	JV Assistant Football Coach #1	STHS	$3,700.00	2026-2027 School Year
Levi Hanes	JV Assistant Football Coach #2	STHS	$1,200.00	2026-2027 School Year

Name	Position	Location	Salary/Rate	Effective Date
Jimmie Banks	JV Assistant Football Coach #3	STHS	$1,200.00	2026-2027 School Year
Trael Seegers	Volunteer Football Coach	STHS	$0	2026-2027 School Year
Wynton Williams	Volunteer Football Coach	STHS	$0	2026-2027 School Year
Douglas Shenk	Head Cross Country Coach	STHS	$4,700.00	2026-2027 School Year
Jessica Fisk	CAOLA Advisor	STHS	$10,000.00	2026-2027 School Year
Bethany Peters	CAOLA Advisor	STHS	$10,000.00	2026-2027 School Year

7.E. Eliminations

Position	Location	Agreement
Part-time Welcome Center Receptionist	DO	STESPA
Part-time Administrative Assistant to Facilities and Maintenance	DO	STESPA

7.F. New Position

Position	Location	Agreement	Effective Date
Full-Time Administrative Assistant to Facilities and Maintenance	DO	STESPA	July 1, 2026

7.G. Updates

Name	From	To	Location	Original Date	Effective Date
Braydon Cockley	Temporary Professional Employee	Professional Employee (Tenure)	STHS	August 16, 2023	August 17, 2026
Janeen Kime	Temporary Professional Employee	Professional Employee (Tenure)	TWH	August 17, 2022	August 18, 2025
Corey Lohr	Temporary Professional Employee	Professional Employee (Tenure)	STMS	August 16, 2023	August 17, 2026
Kaitlin Putric	Temporary Professional Employee	Professional Employee (Tenure)	STHS	August 16, 2023	August 17, 2026
Cheyenne Rios	Temporary Professional Employee	Professional Employee (Tenure)	SLAC	August 22, 2023	August 17, 2026
De'ja Speaks	Temporary Professional Employee	Professional Employee (Tenure)	SLAC	August 16, 2023	August 17, 2026
Rena Shively/Summers	Temporary Professional Employee	Professional Employee (Tenure)	SLAC	August 16, 2023	August 17, 2026
Rachel Wagner	Temporary Professional Employee	Professional Employee (Tenure)	TWH	August 16, 2023	August 17, 2026
Kennedi Welsh	Temporary Professional Employee	Professional Employee (Tenure)	STMS	August 16, 2023	August 17, 2026

MOTION TO APPROVE

7.H.. Moved by Mr. Johnson, seconded by Mr. Hedenberg, to approve Item 7.H.
Motion passed 9-0, 0 abstentions, 0 absent

7.H. Approve the evaluation of Assistant Superintendent, Dr. Andrae Martin, with a rating of Satisfactory. This evaluation, prepared in June 2026, was completed jointly by Superintendent, Dr. Tamara Willis and the Board of School Directors.

VIII. FINANCES

MOTION TO APPROVE

8.A.B.C.D.E.F.G.H. Moved by Mrs. Hill, seconded by Mr. Hedenberg to approve Items 8.A.B.C.D.E.F.G.H.
Motion passed 9-0, 0 abstentions, 0 absent

8.A. Approve the payment of Activity Fund bill from the First National Bank Activity Fund Checking, as listed on the Computer Check Summary, totaling $76.00.

8.B. Approve the payment of First National General Fund Checking bills from the First National General Fund Checking, as listed on the Computer Check Summary, totaling $3,189,532.07.

8.C. Approve the Food Service Cash Balance of $3,298,401.88.

8.D. Approve the General Fund Cash Balance of $4,387,607.59.

8.E. Approve the payment of New Construction Capital Projects Fund Checking bills from the New Construction Capital Projects Fund Checking, as listed on the Computer Check Summary, totaling $14,917.14.

8.F. Approve the following 2026-2027 Fiscal Year Final General Fund Budget inclusive of a 4.4% real estate tax increase with expenditures totaling $78,224,006, revenues totaling $76,351,734, and $1,872,272 use of fund balance.

1. A tax of 23.8070 mills on the total assessed valuation on all property taxable for school purposes per resolution;
2. Homestead/Farmstead exclusion of $117.79 per resolution;
3. A per Capita Tax of $5.00 per person 18 years of age or over as of July 1, 2026, per resolution;
4. A residence Tax of $5.00 per person 18 years of age or over as of July 1, 2026, per resolution;
5. An Earned Income Tax at the rate of 1% per resolution; (half % school district)
6. An Occupation Tax at the rate of $270 per person between the ages of 18 and 70, who make in excess of $5,000.00 per year. Exemptions to the School

Occupation Tax, Residence Tax, and Per Capita Tax are defined on the district's Request for Exemption from Personal Taxes form.
7. Real Estate transfer Tax at a rate of 1% per resolution; and
8. A Local Services Tax at the rate of $5.00 on each individual who engaged in an occupation within the boundaries of the taxing authority.

8.G. Approve the 2026-2027 FY Proposed Final Food Service Fund Budget with aggregate income and expenditures totaling $2,963,686.64 and $3,610,053.47 respectively, with a $646,366.83 use of unrestricted funds.

8.H. Approve the attached and below notated recommended 2026-2027 FY Student and Adult Meal price increases:

- 2026-2027 FY – Ala Cart Pricing as presented
- 2026-2027 FY – Student Meal - No Increases
- 2026-2027 FY – Adult Breakfast Meal – No increases
- 2026-2027 FY – Adult Lunch Meal Increases - .10 cent increase state required

IX. CONTRACTS

MOTION TO APPROVE

9.A.B.C.D.E.F.G.H.I.J.K.L.M.N. Moved by Mr. Hedenberg, seconded by Ms. Hatcher to approve Items 9.A.B.C.D.E.F.G.H.I.K.L.M.N.
Motion passed 9-0, 0 abstentions, 0 absent

9.A. Approve the Agreement with the Best Western Premier the Central Hotel and Conference Center for the 2027 Susquehanna Township High School Prom.

9.B. Approve the Agreement for CAIU to provide School-Age Education Services to Susquehanna Township School District learners for the 2026-2027 School Year.

9.C. Approve the Memorandum of Understanding (MOU) between Dauphin County Children and Youth (DCCY) and Susquehanna Township School District to address transportation provisions for foster students.

9.D. Approve the 2026-27 fiscal year Interscholastic & Voluntary Student Accident Insurance at the following rates:

- Mandatory Interscholastic Sports Student Accident Insurance Coverage - $8,130.00
- Voluntary School Time Student Accident Insurance Coverage - $60.00 per student
- 24-Hour Voluntary School Student Accident Insurance Coverage $ 140.00 per student

9.E. Approve Agreement with Laurel Life to provide services for one middle school classroom for the 2026-2027 school year.

9.F. Approve the 3-year Memorandum of Agreement (MOA) with Communities in Schools of Pennsylvania (CISPA) to provide 2 site coordinators for the Susquehanna Township School District. This MOA shall commence on July 1, 2026, and remain in effect until June 30, 2029.

9.G. Approve the revised MOU between Susquehanna Township School District and Susquehanna Township Police Department.

9.H. Approve the Memorandum of Understanding (MOU) among the Susquehanna Township School District, United Way of the Capital Region, and Hamilton Health Center for participation in the Access to Health Care initiative for the period July 1, 2026, through June 30, 2027.

9.I. Approve the Memorandum of Understanding (MOU) between the Susquehanna Township School District and the United Way of the Capital Region for participation in the Youth Opportunity, School Readiness initiative for the 2026–2027 school year.

9.J. Approve the Agreement with New Story Schools, New Cumberland Campus, to provide educational services, as needed, during the 2026-2027 school year.

9.K. Approve the Partnership for Career Development (PCD) Service Agreement for the period of July 1, 2026, to June 30, 2027.

9.L. Approve the Agreement with TrueNorth Wellness Services to provide outpatient therapy services in all Susquehanna Township School District buildings for the 2026–2027 school year.

9.M. Approve the Agreement with Branching Minds for the Susquehanna Township Middle School. Branching Minds is a leading K-12 educational technology platform that was designed to support schools in doing the work of MTSS and to make personalized learning sustainable for schools and teachers. It is replacing IXL and funded 50% by the Capital Area Intermediate Unit (CAIU) for 3 years.

9.N. It is the recommendation of the administration that we reject the one public bid submitted for the SLAC Soffit and Fascia project. This project came in much higher than anticipated or budgeted and we want to further vet the project before moving forward.

X. POLICY

MOTION TO APPROVE

10.A.B. Moved by Mr. Johnson, seconded by Mr. Hedenberg, to approve Items 10.A.B.
Motion passed 9-0, 0 abstentions, 0 absent

10.A. Approve Policy 626.1: Travel Reimbursement - Federal Programs

10.B. Approve Revised Policy 827: Conflict of Interest

POLICY FIRST READ

10.C. First Read of Revised Policy 237: Electronic Devices

The board had discussion on Policy 237. Administration will send an updated copy of the Policy to all members once revisions are made.

XI. OTHER

None

XII. NEW BUSINESS

None

XIII. ADJOURNMENT

MOTION TO ADJOURN

Moved by Mr. Johnson, seconded by Mr. Hedenberg, to adjourn the meeting.
Motion passed: 9-0, 0 abstentions, 0 absent

Meeting adjourned 7:34 p.m.

Elise LeMelle
Board Secretary

SUSQUEHANNA TOWNSHIP SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED:

REVISED:

122-AR-6. REQUEST TO ESTABLISH STUDENT ACTIVITY

NAME OF ORGANIZED STUDENT ACTIVITY: Journalism Club (The 101)
Student-run news site through Google Sites.

PURPOSE OR OBJECTIVE: (Briefly describe why this organization is being formed.)
It will give students an opportunity to hone writing skills/communication skills through "news" events that are relevant to students at STHS.

BENEFIT: (Briefly describe how the students/district will benefit from the establishment of this organization.) It will provide a creative outlet that allows viewers to read about events and culture here at STHS through the eyes of the students.

LEADERSHIP: (Briefly describe how this activity will be organized, how it will be run and whether the officers will be elected or appointed.) This would be a once a week after school club that meets in Room 101. It's a small group of students to start, but we would expect it to grow. Mr. Smith would be advisor, with an appointed student editor.

FACULTY ADVISOR: (Name and Subject)
Brett Smith, English

FUNDRAISING:

- Will this organization raise funds? ☒ No ☐ Yes
- If yes, briefly describe typical fundraising activities and who will be involved.

USE OF FUNDS: (Briefly describe how these funds will be used to benefit the students or the district.)

FINANCIAL DEPENDENCE:

- Will this organization require facilities or equipment to be provided by the school? ☒ No ☒ Yes
- If yes, briefly describe the assistance needed and whether it is a continuing, year-to-year need. We would use a classroom and school provided laptops. This would continue for the existance of the club.

FINANCIAL RESPONSIBILITY: (Briefly describe who will be responsible for these funds and how fundraising, expenditure and/or transfer decisions will be made.)

I would ask for a stipend on par with other club advisors that will put in significant time and energy to the students.

◆ *Attach a copy of the Constitution or Bylaws that will govern this student activity.*

Brett Smith — Request Submitted by

5/21/26 — Date Submitted

Approved by (Building Principal)

6/5/2026 — Date Approved

SCHOOL BOARD ACTION

This request was ☒ Approved ☐ Denied by the School Board at its meeting held on

Reasons for disapproval or qualifications of approval, if applicable, are as follows:

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High School Journalism Club Constitution & By-Laws

Article I – The 101

The name of this organization will be "The 101." This is in reference to the room number where students and advisor will meet.

Article II – Purpose

The purpose of the Journalism Club is to:

- Promote student journalism and ethical reporting.
- Develop skills in writing, photography, editing, media production, and creativity.
- Support the created website.
- Encourage student voice, leadership, and collaboration.
- Provide opportunities for professional growth and community involvement.

Article III – Membership

Section 1. Membership shall be open to all students currently enrolled at the high school.

Section 2. Members are expected to:

- Attend meetings regularly.
- Participate respectfully and responsibly.
- Contribute to club projects and publications.

Section 3. No student will be denied membership on the basis of race, color, national origin, sex, disability, religion, or other protected status.

Article IV – Officers

Section 1. The officers of the club shall include:

- Advisor
- Student Edtior
- Assistant Student Editor
- Student Reporter

Section 2. Officers shall:

- Be appointed by Advisor.

- Maintain good academic and disciplinary standing.

Article V – Meetings

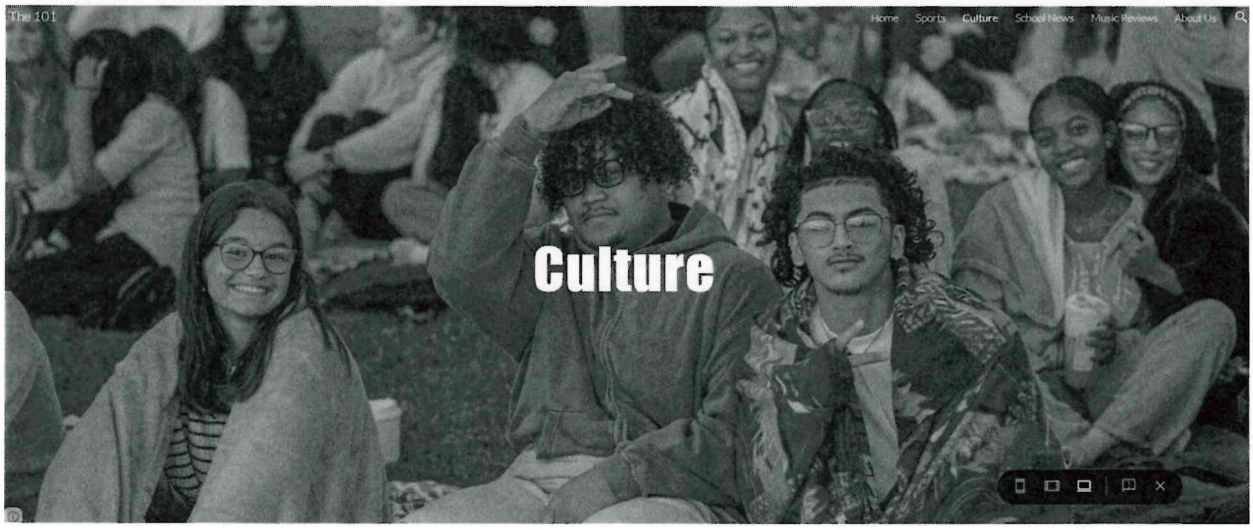
The club shall meet regularly during the school year at times approved by the faculty advisor and school administration.

Article VI – Advisor

A faculty member approved by the school administration shall serve as advisor to provide guidance and supervision.


The 101
Home
Sports
Culture
School News
Music Reviews
About Us
The 101
A site dedicated to students covering everything related to Susquehanna Township High School.


The 101
Home
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Music Reviews
About Us
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School News


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Music Reviews
About Us
MUSIC
REVIEW
NEWS. OPINIONS. PLAYLISTS. WHAT'S NEXT.

EMPLOYEE SEPARATIONS - * The employee is being held (60 days) but could be released earlier.					
Name	**Position**	**Location**	**Reason**	**Agreement**	**Effective Date**
Elizabeth Alexander	Special Education Teacher	TWH	Resignation	STEA	September 11, 2026
Joy Bechtel	Special Education Paraprofessional	TWH	Resignation	STESPA	August 3, 2026
Helen Darhower	Food Service Assistant Manager	TWH	Retirement	Teamsters	July 17, 2026
Russell Evans	Assistant Football Coach	STHS	Resignation	Coach	July 2, 2026
Ronald Foster	Assistant Tennis Coach	STHS	Resignation	Coach	June 23, 2026
Matthew Freda	Science	STMS	Resignation	STEA	June 4, 2026
Hannah Hale	Elementary Teacher (3-5)	TWH	Resignation	STEA	July 6, 2026
Stephonya Hill	Secretary	STMS	Resignation	STESPA	June 26, 2026
Timothy Hume	Boys Basketball Assistant Coach	STMS	Resignation	Coach	June 23, 2026
Janeen Kime	Instructional Interventionist	TWH	Resignation	STEA	June 4, 2026
Jennifer Mariano	Elementary Teacher	SLAC	Resignation	STEA	August 5, 2026
VeAundrea Smith	Instructional Interventionist	TWH	Resignation	STEA	June 25, 2026
Veronica Stewart	Elementary Teacher	TWH	Resignation	STEA	June 4, 2026
Renna Summers (Shively)	Elementary Teacher	SLAC	Resignation	STEA	August 18, 2026
Emilee Truitt	Elementary Teacher	SLAC	Resignation	STEA	August 3, 2026

TRANSFERS					
Name	**Position/Location**	**to Position/Location**	**Reason**	**Agreement**	**Effective Date**
Jill Boring	Custodian/ STMS	Head Custodian/ STMS	Replacing Jeff Swanson	TEAMSTERS	August 14, 2026
Bridget Berr	Autism Support/SLAC	Autism Support at TWH	Student enrollment	STEA	August 17, 2026
Daria Hall	Building Secretary/STHS	Building Secretary/STMS	Replacing Stephonya Brooks/Hill	STESPA	July 1, 2026
Melody Roth	Attendance Secretary/STHS	Administrative Assistant to Facility and Maintenance	Replacing Debra Osswald	STESPA	July 1, 2026
Michaelann Roman	Interim District Accountant	Business Office Specialist		Act 93 Support	July 1, 2026

EMPLOYMENT - All hires are contingent upon successful completion of all requirements						
Name	**Position**	**Location**	**Reason**	**Salary/Rate**	**Agreement**	**Effective Date**
Shaileen Aponte	Attendance Secretary	STHS	Replacing Melody Roth	$23.09 per hour	STESPA	August 17, 2026
Alexandra Bennett	Math Teacher	STMS	Replacing Jane Park	$60,000.00	STEA	August 17, 2026
~~Brianna Brooks~~	~~Food Service Substitute~~	~~STHS~~	~~N/A~~	~~$15.50 per hour~~	~~TEAMSTERS~~	~~August 17, 2026~~
Karen Buckley	Learning Support Teacher	STMS	Replacing Kemal Pegram	$62,571.00	STEA	August 17, 2026
Richard Cairo	Night Custodian in Charge	STMS	Replacing Jillian Boring	$18.50 per hour	TEAMSTERS	August 17, 2026
Jana Chung-Church	Elementary Teacher	TWH	Replacing Hannah Hale	$60,000.00	STEA	August 17, 2026
Madeline Foster	Physical Education Teacher	TWH	Replacing Cole Christian	$64,245.00	STEA	August 17, 2026
Marilyn Hall	Special Education Paraprofessional	STMS	Replacing Tyler Nell	$19.84 per hour	STESPA	August 19, 2026
Victoria Himmelberger	Science Teacher	STHS	Replacing Robert McDonald	$60,000.00	STEA	August 17, 2026
Ahshay Isaac	Special Education Paraprofessional	TWH	Replacing Grace Rentovich	$19.84 per hour	STESPA	August 19, 2026
Isaiah Johnson	Accountant	DO	Replacing Bradley Giampietro	$65,000.00	Act 93	TBD
Jennifer Kaiser	Elementary Teacher	SLAC	Replacing Emilee Truitt	$71,721.00	STEA	August 17, 2026
Nayrobi Ramirez	Special Education Paraprofessional	TWH	Replacing Nancy Murphy	$19.84 per hour	STESPA	August 19, 2026
Melissa Rico	Special Education Teacher	STMS	Replacing Aaron Burke	$60,000.00	STEA	August 17, 2026
Felicia Rivera-O'Brien	Special Education Teacher	SLAC	Transfer from paraprofessional to teacher	$60,000.00	STEA	August 17, 2026
Ciaralie Rodriguez	Special Education Paraprofessional	STMS	Replacing Levi Moyer	$23.12 per hour	STESPA	August 19, 2026
Stella Quay	Elementary Teacher	SLAC	Replacing Jeanetta Lawerance	$60,000.00	STEA	August 17, 2026
Ayesha Spradley	Elementary Teacher	TWH	Replacing VeAundrea Smith	$73,395.00	STEA	August 17, 2026
Caitlin Uffelman	Special Education Teacher	TWH	Replacing Elizabeth Alexander	$73,395.00	STEA	August 17, 2026

Liliana Vargas	Elementary Teacher	TWH	Replacing Veronica Stewart	$60,000.00	STEA	August 17, 2026
Kyrua Wade	Special Education Paraprofessional	SLAC	Replacing Jodi Ray Walter		STESPA	August 19, 20026
Robert Warren	Food Service Employee	STHS	Replacing Beverly Hughes	$15.50 per hour	TEAMSTERS	August 17, 2026
Taylor Yohn	Elementary Teacher	SLAC	Replacing Jennifer Mariano	$60,000.00	STEA	August 17, 2026

EXTENSIONS/SUPPLEMENTALS				
Name	**Position**	**Location**	**Salary/Rate**	**Effective Date**
Jecon Alphonso	Head Varsity Baseball Coach	STHS	$5,700.00	2026-2027 School Year
Nathaniel Clugston	Head Cross County Coach	STMS	$2,700.00	2026-2027 School Year
Francine Pommells	Assistant Girls Tennis Coach	STHS	$2,500.00	2026-2027 School Year
Cecelia Pharris	Head Cheerleading Coach, Fall	STHS	$4,700.00	2026-2027 School Year
Dionna Reeves	Assistant Cheerleading Coach, Fall	STHS	$3,700.00	2026-2027 School Year
Erica Dickerson	Head Field Hockey Coach	STHS	$5,700.00	2026-2027 School Year
Tracey Kruger	Assistant Field Hockey Coach	STHS	$1,850.00	2026-2027 School Year
Quetayjua McLaurin	Assistant Field Hockey Coach	STHS	$1,850.00	2026-2027 School Year
Taylor Geisel	Head JV Field Hockey Coach	STHS	$3,700.00	2026-2027 School Year
John (Nick) Mucci	Head Field Hockey Coach	STMS	$3,700.00	2026-2027 School Year
Nicole Zart	Assistant Field Hockey Coach	STMS	$2,700.00	2026-2027 School Year
John Williams	Head Golf Coach	STHS	$4,700.00	2026-2027 School Year
Jeffrey Kime	Assistant Golf Coach	STHS	$1,200.00	2026-2027 School Year
Jessica Weary	Head Girls Soccer Coach	STHS	$5,700.00	2026-2027 School Year
Anthony Kapp	Assistant Varsity Girls Soccer Coach	STHS	$3,700.00	2026-2027 School Year
Ben Sarro	JV Head Girls Soccer Coach	STHS	$2,700.00	2026-2027 School Year
Bobby George	Head Boys Soccer Coach	STHS	$5,700.00	2026-2027 School Year
Dane Snyder	Assistant Varsity Boys Soccer Coach	STHS	$3,700.00	2026-2027 School Year
Jack Port	Girls Head Tennis Coach	STHS	$4,700.00	2026-2027 School Year
Mercides Roland	Assistant Athletic Director	STHS	$7,000.00	2026-2027 School Year
Kerry Snell	Sponsor for Anna Johnson	STHS	$500.00	2026-2027 School Year
Morgan Barksdale	Mentor for Karen Buckley	STMS	$1,000.00	2026-2027 School Year
Megan Hamsher	Mentor for Victoria Himmelberger	STHS	$1,000.00	2026-2027 School Year
Kate McGovern	Mentor for Felicia Rivera-O'Brien	SLAC	$1,000.00	2026-2027 School Year
Kate McGovern	Sponsor for Caitlin Uffelman	TWH	$500.00	2026-2027 School Year
Brittany Petch	Mentor for Taylor Yohn	SLAC	$1,000.00	2026-2027 School Year
Jo Ellen Showers	Mentor for Stella Quay	SLAC	$1,000.00	2026-2027 School Year
~~Emily Litz~~	~~Mentor for Melissa Rico~~	~~STMS~~	~~$1,000.00~~	~~2026-2027 School Year~~
Nicole Hocker	Mentor for Liliana Vargas	TWH	$1,000.00	2026-2027 School Year
Mary Girven	Mentor for Jana Chung-Church	TWH	$1,000.00	2026-2027 School Year
Mia Gray	Mentor for Madeline Foster	TWH	$1,000.00	2026-2027 School Year
Lori Shienvold	HANNA's Pantry STSD Liaison	Districtwide	$6,000.00	2026-2027 School Year

Hannah Kegereiss	Assistant Colorguard Instructor	HS	$1,000.00	2026-2027 School Year

UPDATES					
Name	**From**	**To**	**Location**	**Original Date**	**Effective Date**
Monica Mangau	Food Service Substitute	Rescind offer	STHS	March 16, 2026	July 21, 2026
HCA Teacher of Record	Secondary Teacher of Record		Districtwide		
HCA Teacher of Record	Elementary Teacher of Record		Districtwide		

Position Title: HANNA's Pantry STSD Liaison
Supervises: None
Terms of Employment: 260 days. Individual Employment Contract.

The Susquehanna Township School District (STSD)-HANNA's Pantry (HP)Liaison is responsible for coordinating the partnership between STSD and HP to ensure the district's students and their families have access to nutritional snacks and groceries that meet their nutritional needs.

The Liaison will:

1. Provide groceries to STSD students and their families

- Maintain ongoing relationships and regular communications with social workers, guidance counselors, administrators, homeless liaison, registrar, food services, facilities director, CIS coordinators, student services, and others as needed to ensure students' access to emergency food or other essential items.
- Partner with school personnel to register families in need for HANNA's Pantry's regular distribution process.
- Partner with the senior high school guidance staff to offer volunteer opportunities for those seniors in need of hours for their alternate pathway to graduation.
- Work with life skills teachers to provide experiential learning opportunities in the Panty.
- Develop a process for summer school snack distribution and supply snack foods.
- Develop a process for snack distribution on half days and supply the snack foods.
- Work with school counselors, social workers, nurses, and administration to provide personal care items or other unique items to support students' well-being.
- Communicate with after school clubs, athletics to provide snacks when requested.
- Provide snacks for Guide Right Saturday events, upon request.

2. Develop and maintain partnerships with district personnel

- Coordinate facility upkeep with the district maintenance department.
- Partner with food services for food storage and shared food and distribution needs.
- Recruit staff to volunteer at distribution or other Pantry-related events.
- Recruit staff to organize food or donation drives.
- Ensure STSD is represented on HP's board of directors.
- Work with administrators and the technology department to disseminate information to students and their families about HANNA's Pantry distributions and membership.
- Submit reports, as requested, to the STSD Administration and School Board.

3. Partner with STSD to support special events.

- Provides snacks for, special events; Sunshine Festival, Back 2 School Bash, National Night Out, Trunk or Treat, and others as requested.
- Shares Pantry equipment such as canopies, tents or pallet jacks.
- Attends open houses and orientations to inform families of Pantry and provides snacks.

STSD will provide the liaison:

- Office space in close proximity to the pantry
- Building access for all STSD buildings
- An STSD email account and STSD computer
- An annual stipend of $6,000

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: AF - FIRST NATIONAL ACTIV **Payment Dates:** 07/17/2026 - 07/27/2026

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

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000001510	07/23/2026	MUSIC THEATRE INTERNATIONAL	MTI Invoice Payment for Musical		400.00

21 - Student Sponsored Activ	**400.00**
Grand Total All Funds	**400.00**
Grand Total Credit Cards	**0.00**
Grand Total Direct Deposits	**0.00**
Grand Total Manual Checks	**0.00**
Grand Total Other Disbursement Non-negotiables	**0.00**
Grand Total Procurement Card Other Disbursement Non-negotiables	**0.00**
Grand Total Regular Checks	**400.00**
Grand Total Virtual Payments	**0.00**
Grand Total All Payments	**400.00**

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - FIRST NATIONAL GENER **Payment Dates:** 07/19/2026 - 07/28/2026

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

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount	
0000048636	07/23/2026	95 PERCENT GROUP LLC	Curriculum Platform		5,995.00	
0000048637	07/23/2026	Alera Group Inc	Open PO		4,166.67	
0000048638	07/23/2026	AMAZON CAPITAL SERVICES	Birthday pencils	Megaphone	149.55	
0000048639	07/23/2026	AMERICHEM INTERNATIONAL	custodial supplies		143.70	#
0000048640	07/23/2026	ARTHUR J GALLAGHER RISK MANAGEMENT SERVICES INC	Invoice		219,974.00	
0000048641	07/23/2026	BORTEK INDUSTRIES INC	GENERAL SUPPLIES		4,675.90	
0000048642	07/23/2026	DANIEL MALINICH	Digital Marketing Services 6/1/2026 - 7/1/2026 Invoice # 45		0.00	
0000048643	07/23/2026	DAUPHIN COUNTY TECHNICAL SCHOOL	Invoices		284,792.00	
0000048644	07/23/2026	DAVIS LANDSCAPE, LTD	fence line spraying		833.89	
0000048645	07/23/2026	ECKERT SEAMANS LLP	Open PO Legal Services		7,926.00	
0000048646	07/23/2026	EMILY E. BEALE	STUDENT TEACHING		10,000.00	#
0000048647	07/23/2026	GDC IT Solutions	Capitalized Technology Equipment - Replacement		262,700.00	
0000048648	07/23/2026	H.C. NYE SERVICE CO.	HVAC		795.82	#
0000048649	07/23/2026	HACC	Invoices		70,098.50	#
0000048650	07/23/2026	Interboro Packaging Corporation	GENERAL SUPPLIES		417.60	
0000048651	07/23/2026	KURTZ BROS	GENERAL SUPPLIES		5,144.87	
0000048652	07/23/2026	LANCASTER /LEBANON IU 13	Adobe Renewal		14,310.00	
0000048653	07/23/2026	LANCASTER LEBANON IU 13	Email Archiver	LastPass Renewal	5,649.00	
0000048654	07/23/2026	LONGSTRETH	KPN Bid		176.88	
0000048655	07/23/2026	Luka Vranich	STUDENT TEACHING		10,000.00	#
0000048656	07/23/2026	Noone & Associates	Professional Services		1,050.00	#

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - FIRST NATIONAL GENER **Payment Dates:** 07/19/2026 - 07/28/2026

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

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount	
0000048657	07/23/2026	OAE SYSTEMS, LLC	HVAC controls service contract 26-27		10,210.00	
0000048658	07/23/2026	OSLWEN C. ANDERSON, JR	Invoice 1		6,234.17	#
0000048659	07/23/2026	PA MEDIA GROUP	Ad Invoice		644.24	#
0000048660	07/23/2026	PITNEY BOWES GLOBAL	Lease Invoice		983.52	
0000048661	07/23/2026	PYRAMID SCHOOL PRODUCTS	GENERAL SUPPLIES		6,655.42	
0000048662	07/23/2026	Savvas Learning Company LLC	Curriculum Platform		28,652.00	
0000048663	07/23/2026	SmartFutures	Supplies & Fees - Technology Related		9,750.00	
0000048664	07/23/2026	SPORTSMAN'S	KPN Athletic		1,777.00	
0000048665	07/23/2026	Staples	GENERAL SUPPLIES		263.34	
0000048666	07/23/2026	The Art Store INC	GENERAL SUPPLIES		1,980.96	
0000048667	07/23/2026	Vantage Financial LLC	Contract Charge		368,976.00	
0000048668	07/23/2026	DANIEL MALINICH	Digital Marketing Services 6/1/2026 - 7/1/2026 Invoice # 45		1,822.50	
0000048669	07/28/2026	DR. RAY W. CHRISTNER, LLC	IEE Invoice		7,000.00	
0000048670	07/28/2026	Michael Janosko	Refund Personal Tax		529.20	
0000048671	07/28/2026	Patricia Hodgson	Refund Personal Tax		850.50	
* P07202026A	07/20/2026	Wex Bank	Sunoco Fuel Payment		641.51	#
* P07242026A	07/24/2026	PPL ELECTRIC UTILITIES	Electricity		1,669.14	#
* P07272026A	07/27/2026	CAPITAL REGION WATER	water		0.00	
* P07272026B	07/27/2026	CAPITAL REGION WATER	water		0.00	
* P07272026C	07/27/2026	CAPITAL REGION WATER	water		74.49	#
* P07272026D	07/27/2026	CAPITAL REGION WATER	water		8,317.97	#
* P07272026E	07/27/2026	CAPITAL REGION WATER	Water		280.72	#

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - FIRST NATIONAL GENER **Payment Dates:** 07/19/2026 - 07/28/2026

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

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount	
* P07272026F	07/27/2026	CAPITAL REGION WATER	Water		10,683.96	#
* P07272026G	07/27/2026	CAPITAL REGION WATER	Water		37.15	#
* P07272026H	07/27/2026	CAPITAL REGION WATER	Water		6,665.93	#
* P07272026I	07/27/2026	CAPITAL REGION WATER	Water		26.15	#
* P07272026K	07/20/2026	PPL ELECTRIC UTILITIES	Electricity		2,357.15	#
* P07272026M	07/27/2026	PPL ELECTRIC UTILITIES	Electricity		10,598.22	#

10 - GENERAL FUND	**1,396,680.62**
Grand Total All Funds	**1,396,680.62**
Grand Total Credit Cards	**0.00**
Grand Total Direct Deposits	**0.00**
Grand Total Manual Checks	**(3,577.50)**
Grand Total Other Disbursement Non-negotiables	**41,352.39**
Grand Total Procurement Card Other Disbursement Non-negotiables	**0.00**
Grand Total Regular Checks	**1,358,905.73**
Grand Total Virtual Payments	**0.00**
Grand Total All Payments	**1,396,680.62**

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: NCPF - New Construction CPF **Payment Dates:** 07/17/2026 - 07/27/2026

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

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000001077	07/23/2026	Ecoservice LLC	Mold remediation		2,281.33
0000001078	07/23/2026	TERRACON CONSULTANTS, INC	mold remediation		25,367.50

39 - CPF - New Facilities Construction	**27,648.83**
Grand Total All Funds	**27,648.83**
Grand Total Credit Cards	**0.00**
Grand Total Direct Deposits	**0.00**
Grand Total Manual Checks	**0.00**
Grand Total Other Disbursement Non-negotiables	**0.00**
Grand Total Procurement Card Other Disbursement Non-negotiables	**0.00**
Grand Total Regular Checks	**27,648.83**
Grand Total Virtual Payments	**0.00**
Grand Total All Payments	**27,648.83**

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

Order

Order Number	Q-1507140-3
Expiration Date	8/19/2026
Billing Entity	Hudl, Inc. 600 P Street, Suite 400 Lincoln, NE 68508

Address Information

Customer Name	Susquehanna Township High School	Ship To	Susquehanna Township High School
Bill To Email	ldeane@hannasd.org		Lance Deane
Bill To	Susquehanna Twp. Touchdown Club Harrisburg, Pennsylvania 18847-9504 United States		ldeane@hannasd.org (570) 853-4921 3500 ELMERTON AVE HARRISBURG, PA 17109 US

Terms

Contract Start Date	8/15/2026	Billing Frequency	Annual
Contract End Date	8/14/2027	Payment Terms	Net 90
		Payment Method	Check

Year 1: USD 13,500.00

Fan Experience

Revenue Share %	60
Ticketing Rebate %	20

Product and Services

Year 1

1 - Hudl Package - Level 2

- 1 - Hudl Silver+ Org Access
- 2 - FastDraw Basketball
- 1 - Playtools
- 1 - Focus Exchange Network
- 1 - Registration
- 1 - Hudl Tickets
- 1 - Focus Indoor Software
- 1 - Focus Outdoor Software
- 1 - Focus Flex Software

45

1 - Hudl Streaming

2 - Hudl Gold+

1 - Hudl Sideline Premium

1 - Hudl Sideline Premium Software

1 - Hudl Sideline Premium Hardware Kit

Total Price:	USD 13,500.00

Authorized Signature

Signature:	Signature:
Name:	Name:
Title:	Title:
Date:	Date:

Do you require a Reference Number on the Invoice?

Select...

Do you need to reference a specific number on the invoice for payment processing (such as a purchase order number)? If you know you will need something referenced, but do not have the specific answer yet, please fill in the letters TBD.

Reference Number

Terms and Services

1 This Order and Customer's purchase and use of the Products described on this Order are governed by the signed agreement in place between the parties, or, if no such agreement exists, the Hudl Master Subscription Agreement found at https://www.hudl.com/legal/msa

2 The Invoice will be sent to Customer either 30 days before the start date indicated above or once the Order is executed by both parties (whichever is later).

3 Prices shown above do not include applicable taxes; Customer is responsible for the payment of applicable taxes. A tax-exempt organization should submit a copy of its tax-exemption certificate to Hudl. This is not an invoice.

4 If this Order is returned to Hudl after the start date indicated above, Hudl may adjust the start and end dates to reflect the actual dates of service without changing the total days of service or price. Any Hudl products currently used or purchased by Customer, including those listed above, will remain effective for the remainder of the current Subscription Term.

5 Organization's access to or use of the Hudl Registration Services is subject to the Hudl Registration Services Addendum, available at https://www.hudl.com/legal/msa/registration-services

6 Customer's use of the Hudl Ticket Services is governed by the Hudl Ticket Services Addendum, found at https://www.hudl.com/legal/msa/ticket-services

Order

Order Number	124038
Created Date	11/17/2023
Expiration Date	12/17/2023

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

Address Information

Bill To Name	Susquehanna Township High School
Bill To Email	akuhn@hannasd.org
Bill To	Susquehanna Twp. Touchdown Club Harrisburg, Pennsylvania 18847-9504 United States
Ship To	United States

Terms

Contract Value	USD 37,400.00
Est. Start Date	11/20/2023
Est. End Date	11/19/2026
Year 1	USD 12,800.00
Year 2	USD 12,300.00
Year 3	USD 12,300.00
Billing Frequency	Annual
Customer Rev Share	60%
Charging Viewers	No

Type of Package Essential Package

Product List

Hudl Subscriptions

- 1 - American Football (Mens) Hudl Gold
- 1 - Basketball (Mens) Hudl Gold
- 1 - Basketball (Womens) Hudl Gold
- 1 - Volleyball (Womens) Hudl Silver
- 1 - Soccer (Mens) Hudl Silver
- 1 - Soccer (Womens) Hudl Silver
- 1 - Baseball (Mens) Hudl Silver
- 1 - Wrestling (Mens) Hudl Silver
- 1 - Softball (Womens) Hudl Silver
- 1 - Cheer & Spirit (Womens) Hudl Silver
- 1 - Track & Field (Coed) Hudl Silver

Hudl Assist

- 1 - Mens Basketball Unlimited Game 24 hr
- 1 - Womens Basketball Unlimited Game 24 hr
- 1 - Mens Football Unlimited Game + Scout 24 hr
- 1 - Mens Soccer Unlimited Game 24 hr
- 1 - Womens Soccer Unlimited Game 24 hr
- 1 - Womens Volleyball Unlimited Game 24 hr
- 1 - Mens Baseball Unlimited Game 24 hr
- 1 - Womens Softball Unlimited Game 24 hr

Additional Products and Services

- 1 - Football Hudl Focus Outdoor
- 1 - Football Focus Exchange Network

Order

- 1 - Basketball Hudl Focus Indoor
- 1 - Football Hudl Sideline Standard
- 1 - Football Playtools
- 1 - Football Hudl Streaming 60% Customer Rev Share
- 1 - Soccer Focus Flex
- 1 - Soccer Manfrotto Tripod

Authorized Signature

Signature:
Name: Derek Hansen
Title: Hudl Sales Manager
Effective Date: Nov 17, 2023

Signature: Andrew Kuhn 11/5/26
Name: Andrew Kuhn
Title: Athletic Director
Effective Date: Nov 17, 2023

This Order, Organization's use of the products described on this Order, and any related existing Order are governed by the Organization Terms of Service located at www.hudl.com/eula (the "Agreement").

First Invoice will be sent 30 days before the start date once the executed order form is returned to Hudl by the customer. Payment terms are net 30.

If this Order is returned to Hudl after the start date identified above, Hudl may adjust the start and end dates to reflect the actual dates of service without changing the total days of service or price. If Organization currently has existing services with Hudl, the products described in this Order will be effective for the remainder of the current subscription term.

Prices shown above do not include any taxes that may apply. Any such taxes are the responsibility of the customer. If you are a tax-exempt organization please provide a copy of your certificate at your earliest convenience. This is not an invoice.

Susquehanna Township High School Sports Medicine Agreement

This Independent Contractor Agreement (the “Agreement”) is made between:

Client: Susquehanna Township High School, AND

Contractor: AtheltiCare LLC

WHEREAS, the Client intends to pay the Contractor for Services provided, effective July 27. 2026, under the following terms and conditions:

1. SERVICES. Contractor shall provide athletic training services for Client's athletic programs during the term of this Agreement. Services shall include injury prevention, injury evaluation and management, emergency care, first aid, concussion recognition and management, rehabilitation programming, therapeutic exercise, therapeutic modalities permitted within the athletic trainer's legal scope of practice, return-to-play progression, athlete monitoring, injury documentation, and communication with coaches, parents, school administrators, physicians, and other healthcare providers as appropriate.

Contractor shall perform all services in accordance with applicable Pennsylvania law, professional standards, licensure requirements, and Client policies. Nothing contained in this Agreement shall authorize Contractor to diagnose medical conditions, prescribe medications, or perform services requiring physician licensure.

Contractor shall also serve as an educational resource regarding injury prevention, athlete wellness, concussion management, and safe participation practices for student-athletes, coaches, administrators, and parents.

The anticipated scope, schedule, and location of services are described in Exhibit A, which is incorporated herein by reference.

2. INDEPENDENT MEDICAL JUDGMENT. Contractor shall maintain independent professional judgment regarding all matters involving athlete health and safety. Contractor shall have authority, within the scope of professional licensure and applicable law, to evaluate injuries, determine participation restrictions, recommend removal from participation, coordinate referrals for additional medical care, supervise rehabilitation programs, and oversee return-to-play progression.

Client acknowledges that coaches, administrators, parents, student-athletes, and other representatives of Client shall not direct Contractor to alter medical findings, treatment recommendations, participation restrictions, or medical documentation. Medical decisions made by Contractor within the scope of professional practice shall not be overridden by non-medical personnel.

Client further acknowledges that Contractor's clinical evaluations, treatment recommendations, participation restrictions, rehabilitation recommendations, and return-to-play determinations constitute independent professional healthcare judgments rendered in accordance with applicable

law, professional standards, and Contractor's licensed scope of practice. Contractor shall exercise reasonable professional judgment but does not guarantee any particular medical outcome, recovery, or prevention of future injury.

3. COMPENSATION. Client shall compensate Contractor at the rate of Fifty Dollars ($50.00) per hour for services performed under this Agreement.

Contractor shall submit invoices no later than the last day of each month for services rendered during that month. Payment shall be due within fifteen (15) days of receipt of invoice.

Any invoice not disputed in writing within seven (7) days of receipt shall be deemed accepted.

4. TERM AND TERMINATION. This Agreement shall commence on July 27, 2026 and continue through August 28, 2026 unless earlier terminated pursuant to this Agreement.

Either Party may terminate this Agreement upon seven (7) days written notice to the other Party.

Either Party may immediately terminate this Agreement upon written notice if the other Party materially breaches this Agreement, loses any required licensure or certification, fails to maintain required insurance coverage, engages in professional misconduct, or otherwise becomes unable to perform its obligations.

Client shall remain responsible for payment for all services rendered through the effective date of termination.

Any continuation of services beyond the stated term shall require a written amendment or addendum executed by both Parties.

5. INDEPENDENT CONTRACTOR STATUS. Contractor is and shall remain an independent contractor and is not an employee, partner, agent, or joint venturer of Client.

Contractor shall be solely responsible for all taxes, insurance, benefits, workers' compensation obligations, and other obligations arising from compensation received under this Agreement.

Nothing contained herein shall be construed as creating an employment relationship between the Parties.

6. LICENSURE, CLEARANCES, AND COMPLIANCE. Contractor represents and warrants that Contractor possesses and shall maintain throughout the term of this Agreement all licenses, certifications, and qualifications required to perform athletic training services within the Commonwealth of Pennsylvania.

Contractor further represents that all criminal history record checks, Pennsylvania Child Abuse History Clearances, FBI fingerprint clearances, and any other screenings required by Pennsylvania law or Client policy have been obtained and shall remain valid throughout the term of this Agreement.

Contractor shall comply with all applicable federal, state, and local laws, regulations,

professional standards, and school district policies.

7. FACILITIES, SUPPLIES, AND EQUIPMENT. Client shall provide a dedicated treatment area reasonably acceptable to Contractor for evaluations, treatment, rehabilitation activities, and recordkeeping.

Client shall also provide secure storage for athletic training supplies, equipment, and records maintained on campus.

Client shall furnish reasonably necessary supplies and equipment required for the performance of services, including taping supplies, first aid materials, wound care supplies, rehabilitation equipment, and emergency response equipment. Contractor shall notify Client when additional supplies are required.

Client shall ensure that a functioning Automated External Defibrillator (AED) is readily available at athletic facilities where services are being provided.

8. STUDENT PRIVACY AND CONFIDENTIALITY. Contractor acknowledges that, in the course of providing services, Contractor may receive access to confidential student, educational, medical, and personal information.

Contractor shall comply with FERPA, applicable Pennsylvania privacy laws, and Client policies regarding the protection, use, storage, and disclosure of confidential information.

Contractor shall use such information solely for purposes related to the performance of services under this Agreement and shall not disclose confidential information except as permitted by law or authorized by the Client, student, parent, or legal guardian, as applicable.

Upon termination of this Agreement, Contractor shall return or securely transfer records as required by law and Client policy.

9. RECORDS AND DOCUMENTATION. Contractor shall maintain accurate records of evaluations, treatments, rehabilitation services, referrals, incident reports, and other services rendered under this Agreement in accordance with applicable legal requirements and professional standards.

Copies of records shall be provided to Client upon reasonable request to the extent permitted by law.

Ownership, retention, storage, and disclosure of records shall be governed by applicable law, professional obligations, and privacy requirements.

10. COORDINATION OF CARE. Contractor shall, when appropriate, coordinate care with physicians, physical therapists, healthcare providers, school nurses, and other professionals involved in the care of student-athletes.

Contractor may assist student-athletes and their families in facilitating referrals and appointments when medically appropriate.

Nothing in this Agreement shall require a student-athlete to utilize Contractor's services, and all student-athletes shall retain the right to seek medical care from providers of their choosing.

11. MANDATORY REPORTING. Contractor shall comply with all mandatory reporting obligations imposed by federal, state, and local law, including the Pennsylvania Child Protective Services Law and any obligations relating to suspected child abuse, neglect, threats to student safety, or other reportable events.

12. INSURANCE. Contractor shall maintain professional liability insurance and commercial general liability insurance throughout the term of this Agreement in amounts not less than One Million Dollars ($1,000,000) per occurrence and Three Million Dollars ($3,000,000) in the aggregate.

Upon request, Contractor shall provide evidence of such coverage.

Each Party shall remain responsible for the acts and omissions of its own officers, employees, agents, and representatives.

13. MUTUAL INDEMNIFICATION. Contractor shall indemnify and hold harmless Client and its officers, board members, administrators, employees, and agents from any third-party claims, damages, liabilities, costs, and expenses, including reasonable attorneys' fees, arising directly from Contractor's negligent acts, omissions, or willful misconduct in the performance of services under this Agreement. Contractor's obligations under this Section shall be subject to the limitation of liability set forth in Section 14, to the fullest extent permitted by applicable law.

Client shall indemnify and hold harmless Contractor and its officers, employees, agents, and representatives from any third-party claims, damages, liabilities, costs, and expenses, including reasonable attorneys' fees, arising directly from the negligence, misconduct, facilities, operations, employees, volunteers, students, administrators, coaches, or agents of Client, except to the extent caused by Contractor's negligence or willful misconduct.

14. LIMITATION OF LIABILITY. Except for claims arising from Contractor's gross negligence, willful misconduct, or obligations that cannot be limited by law, Contractor's aggregate liability arising out of this Agreement shall not exceed the professional liability insurance limits required under Section 12. Neither Party shall be liable for consequential, incidental, special, or punitive damages.

15. INABILITY TO PERFORM. If Contractor is unable to perform services due to illness, emergency, or other circumstances beyond Contractor's reasonable control, Contractor shall notify Client as soon as reasonably practicable. Client may obtain substitute athletic training coverage at its discretion, and Contractor shall not be responsible for the acts or omissions of any substitute provider retained by Client. Such temporary inability to perform shall not constitute a breach of this Agreement. While Client utilizes a substitute provider under this Section, Client shall have no obligation to compensate Contractor for services not performed during that period.

16. FORCE MAJEURE. Neither Party shall be liable for any delay or failure to perform its obligations under this Agreement to the extent caused by events beyond its reasonable control,

including but not limited to severe weather, natural disasters, governmental action, public health emergencies, labor disputes, school or facility closures, or other unforeseen events. This Section shall not alter the provisions of Section 15 regarding Contractor's temporary inability to perform services.

17. ASSIGNMENT. Neither Party may assign this Agreement without the prior written consent of the other Party.

18. NOTICES. All notices required under this Agreement shall be in writing and delivered personally, by certified mail, recognized overnight courier, or electronic mail with confirmation of receipt, to the addresses designated by the Parties.

Client:	**Contractor:**
Susquehanna Township High School	**AthletiCare LLC**
3500 Elmerton Ave, Harrisburg, PA 17109	3609 Ridgeway Rd, Harrisburg, PA 17109

19. GOVERNING LAW. This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Pennsylvania.

The Parties agree that any legal action arising out of this Agreement shall be brought exclusively in a court of competent jurisdiction located in Dauphin County, Pennsylvania.

20. ENTIRE AGREEMENT. This Agreement constitutes the entire understanding between the Parties and supersedes all prior oral and written agreements relating to the subject matter herein.

Any amendment, modification, or waiver of any provision of this Agreement shall be effective only if in writing and signed by both Parties.

SIGNATURES

Client: Susquehanna Township High School	**Contractor:** AthletiCare LLC
Signature: _____	Signature: _____

Name:	Name:
_____	_____
Title:	Title:
_____	_____
Date:	Date:
_____	_____

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EXHIBIT A

ATHLETIC TRAINING COVERAGE SCHEDULE

This Exhibit A is incorporated into and made part of the Athletic Training Services Independent Contractor Agreement between Susquehanna Township High School ("Client") and AthletiCare LLC ("Contractor").

Contract Term

Start Date: July 27, 2026

End Date: August 28, 2026

COVERED ATHLETIC PROGRAMS

Contractor shall provide athletic training services for the following athletic programs as requested by Client:

- Football
- Field Hockey
- Boys and Girls Soccer
- Girls Tennis
- Cross Country

Additional athletic programs may be added upon mutual written agreement of the Parties.

SCHEDULED COVERAGE

Contractor shall provide athletic training coverage on the following dates and times. All scheduled coverage is subject to modification by mutual agreement of the Parties.

Dates	Coverage Hours
7/27/2026 - 7/29/2026	2:00pm - 5:00pm
8/3/2026	2:00pm - 5:00pm
8/6/2026	12:00pm - 2:00pm
8/10/2026 - 8/14/2026	4:00pm - 8:00pm
8/27/2026 - 8/21/2026	2:00pm - 8:00pm
8/22/2026	5:00pm - 8:00pm
8/24/2026 - 8/27/2026	3:00pm - 8:00pm

The Parties acknowledge that athletic schedules are subject to change due to weather, facility availability, transportation schedules, postseason competition, school closures, and other operational needs. Schedule modifications may be made upon reasonable notice and mutual agreement.

TREATMENT AND REHABILITATION HOURS

Contractor shall provide injury evaluation, treatment, rehabilitation, and recovery services during the following designated treatment hours:

- Treatment will be provided at least one (1) hour prior to event coverage, unless otherwise discussed and mutually agreed upon with the Athletic Director and/or coach(es).

EVENT AND GAME COVERAGE

Contractor shall provide coverage for the following home contests, scrimmages, tournaments, camps, and special athletic events as mutually agreed upon by the Parties:

- **Saturday, August 22, 2026 - Varsity Football Scrimmage vs. Steelton**
- **Monday, August 24, 2026 - Girls Tennis Match vs. Middletown**
- **Friday, August 28, 2026 - Varsity Football @ West York (***if coverage still needed***)**

ADDITIONAL COVERAGE

Additional dates, events, tournaments, postseason contests, summer activities, or hours requested by Client and accepted by Contractor shall be billed at the hourly rate established in the Agreement unless otherwise agreed in writing.

Primary School Contact

Athletic Director: Lance Dean

Phone: 717-350-6471

Email: ldeane@hannasd.org

Secondary Contact

Director of HR: Kathy Ciaciulli

Phone: (717) 657-5100 ext. 50140

Email: kciaciulli@hannasd.org

SERVICE LOCATIONS

Services shall be provided at Susquehanna Township High School athletic facilities and any other locations designated by Client for school-sponsored athletic activities.

July 28, 2026

RE: Mid-day Off-Site Transportation

The _____ agrees to have the Capital Area
DISTRICT NAME

Intermediate Unit provide mid-day off-site transportation to Special Needs and Early Intervention students from our district. We understand that no direct payment to the CAIU is required for these trips as the CAIU submits all qualifying transportation services to the Department of Education for State Transportation Subsidy calculation and reimbursement. All CAIU contractors are compensated in a manner not to exceed maximum State Subsidy reimbursement levels. Currently these off-site experiences are identified as ABE and other IEP related trips, but may be in the future at our district's discretion and upon agreement with CAIU be extended to include other events such as Voc-Ed, etc.

This agreement will be in effect for the duration of the 2026-2027 school year.

_____
PRINT NAME

_____ _____
AUTHORIZED SIGNATURE DATE

CAPITAL AREA INTERMEDIATE UNIT

SECTION: PROGRAMS

TITLE: OFF-SITE EXPERIENCES

ADOPTED: December 15, 1988

REVISED: June 30, 1994
December 12, 1996
July 27, 2000
January 27, 2005
October 28. 2010

121. OFF-SITE EXPERIENCES

1. Purpose
SC 517, 914-A, 1361

The Board recognizes that off-site experiences, when used for teaching and learning integral to the curriculum, are an educationally sound and important component of the instructional program.

2. Definition

An **off-site experience** is defined as any activity that removes a student(s) from the school premises. Students must have documented parent/guardian permission to participate in off-site experiences.

3. Guidelines

Educational Trips

Educational trips fall into three (3) categories:

1. Community-Based Instruction (CBI) – CBI is a trip within twenty-five (25) miles of the students' starting location and within the Capital Area Intermediate Unit's geographical area. It is related to a Functional Daily Living Skills goal(s) and/or objective(s) on the student's Individualized Education Program (IEP). Parent/Guardian permission is necessary. Request for approval is made to the program supervisor. Any CBI trip outside of twenty-five (25) miles of the students' starting location or outside of the Capital Area Intermediate Unit's geographical area will be considered an exception and must be approved by the Director of Student Services at least thirty (30) days prior to the date of the trip.

2. Vocational and Experiential Education & Learning (EE&L) – Included are experiential education and learning activities and vocationally related activities. Initiation of the Off-Site Request Form is the responsibility of the program supervisor, professional staff person or designee.

3. Field Trips – By law, trips may not be scheduled using Intermediate Unit transportation outside of Pennsylvania. Trips should be scheduled within a fifty-mile radius of the location of the class. Any trip beyond this distance must have prior approval from the Director of Student Services at least thirty (30) days

prior to the date of the trip. All trips beyond state borders or requiring overnight accommodations require preapproval from the Board at least one (1) month prior to the date of the trip. Exceptions to the Board's preapproval are as follows:

a. The proposed trip is consistent, in the Executive Director's judgment, with trips previously approved by the Board.

b. The decision as to approval of the proposed trip must be made prior to the next regular meeting of the Board.

Special Events

Special events are defined as special programs such as field day, graduation trip and award programs. For special events, the Off-Site Request Form for transportation must be completed by the program supervisor or, in cases where more than one (1) program is involved, the coordinating program supervisor. The coordinating program supervisor must convey the approval or disapproval of the request to the other program supervisor(s). Parent/Guardian permission of the specific event/program is always necessary.

Local Walks

Walks taken in the vicinity of the school for the purpose of physical exercise or lesson-related experience require parent/guardian permission and must be secured at the beginning of the school term. The building administrator and program supervisor must be informed of the plans to take students off school premises for such activity.

Procedures

1. The classroom teacher completes the Off-Site Request Form in full. This form should be forwarded to the program supervisor for approval. Teachers should include an alternate date on the space indicated. If the Transportation Office cannot schedule the trip on the requested date, the noted alternate/second choice date will be considered. If the off-site experience is to be repeated throughout the term, a one-time request with a schedule attached is sufficient.

2. The Off-Site Request Form is forwarded for review to the appropriate supervisor.

3. If disapproved by the supervisor, the form will be returned to the author with disapproval noted on the form.

If approved, the supervisor will forward the form to the Transportation Office for availability of transportation. The Transportation Office will not act on any Off-Site Request Form that does not carry the supervisor's initials and/or the Director of Student Services and the Board, as required.

4. If transportation is not available, the Off-Site Request Form is returned to the author with a reason noted on the form (i.e., if manpower or vehicles are not available).

5. When the Transportation Office assigns driver(s), the form will be returned to the author with the name(s) of assigned driver(s) listed. A copy will be given to the supervisor.

6. Requests for off-site experiences should be made at least two (2) weeks in advance of the proposed trip.

7. All requests that take students beyond state borders or require students and chaperones to spend a night or more away from home must be forwarded to the Board at least one (1) month in advance by the program supervisor and Director of Student Services.

8. With the exception of vocational experiences, experiential education and learning (EE&L), or scheduled graduation practices, no off-site experience transportation will be scheduled prior to September 20 or after the Friday prior to Memorial Day.

9. Preschool-Early Intervention classes are permitted to request one (1) off-site trip between the dates of June 10 and August 15.

10. No off-site experience may be scheduled the day prior to the following days, with the exception of employment transportation: day before Thanksgiving break, Winter break, and Spring break.

11. Transportation will schedule vehicles to accommodate the number of students. Teachers and staff are permitted to ride on vehicles if space is available. When student needs require the presence of aides or staff, this need will be accommodated; however it must be indicated on the Off-Site Request Form. The CAIU Transportation Department may request verification from the program supervisor of this need. Up to five (5) teachers and staff may be transported with the students if room is available.

12. Minor children of staff or drivers are not permitted to ride on any vehicle. The Supervisor of Transportation may grant special permission in emergency situations.

13. The teacher must furnish a list of students and their home districts to Transportation for each vehicle on each off-site experience. A class list indicating which vehicle each student should ride will be sufficient.

References:

School Code – 24 P.S. Sec. 517, 914-A, 1361

Board Policy – 106

July 23, 2025

RE: Mid-day Off-Site Transportation

The Susquehanna Township School District agrees to have the Capital Area
DISTRICT NAME

Intermediate Unit provide mid-day off-site transportation to Special Needs and Early Intervention students from our district. We understand that no direct payment to the CAIU is required for these trips as the CAIU submits all qualifying transportation services to the Department of Education for State Transportation Subsidy calculation and reimbursement. All CAIU contractors are compensated in a manner not to exceed maximum State Subsidy reimbursement levels. Currently these off-site experiences are identified as ABE and other IEP related trips, but may be in the future at our district's discretion and upon agreement with CAIU be extended to include other events such as Voc-Ed, etc.

This agreement will be in effect for the duration of the 2025-2026 school year.

Tamara Willis
PRINT NAME

Tamara Willis
AUTHORIZED SIGNATURE

8/18/25
DATE

AGREEMENT FOR RWAN, INTERNET & RELATED SERVICES

This Agreement for Regional Wide Area Network (RWAN), Internet and Related Services (hereinafter "Agreement") is made this 1st day of May, 2026, by and between the **Capital Area Intermediate Unit** (hereinafter "CAIU"), a Pennsylvania Intermediate Unit organized and operating under the Public School Code of 1949, 24 P.S. § 1-101 *et seq.*, with its principal place of business at 55 Miller Street, Enola, PA 17025, and **Susquehanna Township School District (**hereinafter "Client"), a local education agency with its principal place of business at 2579 Interstate Drive, Harrisburg, PA 17110.

1. **Scope of Work.**

   1.1 CAIU agrees to provide RWAN, Internet & related services as follows:

   Background:

   - The CAIU currently provides a Regional Wide Area Network (RWAN) as well as Internet and Related services for school Clients and other interested educational and governmental entities.
   - In order to meet the increased demand of the RWAN and Internet bandwidth for the member Clients, the CAIU issued an RFP to potential service providers and selected a vendor. The intent was to increase the RWAN connectivity options from 3/5/10 Gbps to 3/5/10/20 Gbps and provide failover Internet, as continuity of connection becomes increasingly essential for both classroom and virtual learning.
   - The Client signed a Letter of Commitment to participate in the new CAIU RWAN and Internet Services and the CAIU signed a vendor agreement. The Client is entering into this agreement to participate in the CAIU RWAN and Internet as the next step in the process and will be part of the consortium for a five-year period and have the CAIU administer their services.

   1.2 The services described in section 1.1 above include all labor, products, and/or tools the CAIU requires to provide the services, unless otherwise specifically stated as excluded or to be provided/performed by Client or a third party, and said services shall be referenced collectively throughout this Agreement as "work."

2. **Responsibilities of the Parties.**

Capital Area Intermediate Unit 55 Miller Street, Enola, PA 17025-1640 tel 717.732.8400 fax 717.732.8414 tdd 717.732.8422 www.caiu.org

2.1 Both parties agree to act in good faith in fulfillment of this Agreement. Neither party shall attempt to hinder or otherwise prevent the other party from fulfilling their duties as outlined herein.

2.2 CAIU shall:

Provide, as a base service, a 3, 5, 10, or 20 Gbps RWAN connection between the Client and the CAIU through an Ethernet fiber connection as identified in Exhibit A.

2.3 Client shall:

Indicate the desired Internet bandwidth and RWAN bandwidths by completing a yearly Exhibit A.

3. **Cost.**. The Client will receive one invoice for two separate services, RWAN and Internet, as follows:

3.1 **RWAN:** The Client will pay a charge of $5,599.50 per year for a 5 Gbps connection (based on E-rate of 90%) to participate in the CAIU RWAN for the 2026-2027 fiscal year. This cost is all-inclusive and includes bandwidth (E-rateable costs) and support costs (non E-rateable costs). A form entitled “Exhibit A” shall be distributed to the Client each year so the Client can determine any increases in RWAN connectivity for the upcoming fiscal year. Due to the timing of E-rate filing, if Client wishes to increase bandwidth for the upcoming school year, written notice must be provided by November 30 of the previous year. The actual cost charged to the Client will be adjusted to account for any changes in the Client’s E-rate percentage or bandwidth on an annual basis. The monthly charge starting with year 2 of the agreement (the 2027-2028 fiscal year) will be adjusted to account for the pro-rated cost of any increases/decreases in governmental taxes.

3.2 **Internet:** The Client will pay a charge of $31,525.00 per year for 5,000 Mbps Internet bandwidth (based on E-rate of 90%). A form entitled “Exhibit A” shall be distributed to the Client each year so the Client can determine and select the amount of Internet bandwidth they would like to purchase for the upcoming fiscal year. The cost listed on Exhibit A will reflect the prior year’s E-rate percentage. Cost for the Internet is determined by bandwidth and E-rate percentage. These accounts shall be reconciled as described below.

3.3 Any credits or rebates that the CAIU receives from the service provider resulting from the service delivery agreement or service level agreement (SLA) for delay in service implementation, service outage, network performance or other reasons, will be credited back to the Client in full as appropriate on the next invoice issued by the CAIU after the credit is received by the CAIU.

3.4 The Client will be invoiced for the RWAN and Internet services when final E-rate percentages are released, but no later than April 15th.

4. **Invoicing and Payment.** The CAIU shall invoice Client on a(n) annual basis for the costs incurred to provide the Services. All invoices are due within 45 days of the date of the invoice. Both the Client and CAIU recognize and agree that CAIU will suffer financial hardship to its cash flow in the event payments are received late; therefore, CAIU reserves the right to impose a two percent (2%) late fee for every 30 days past the 45 days that payment is late. Additional Invoicing and Payment terms, if any, shall be addressed in Attachment 1 or subsequent Addenda as agreed to by both parties.

5. **Term and Renewal.**

5.1 The term of this Agreement shall commence July 1, 2026, and shall terminate effective June 30, 3031.

5.2 After July 1, 2031, this Agreement shall then automatically renew from year to year unless: (1) either party provides written notice of its intent to terminate within ninety (90) days of the termination effective date set forth above; or (2) either party provides notice of intent to terminate as outlined in Section 20 herein.

Due to the timing of E-rate filing, if either party wishes to terminate service after July 1, 2031, written notice must be provided by November 30, 2030, to terminate on June 30, 2031. Service will continue from the date of written notice until June 30.

Notwithstanding the foregoing, termination of this Agreement by Client prior to July 1, 2031, is not permissible, as per the terms of the agreement between the CAIU and the Service Provider, and any such termination shall be considered a material breach.

6. **Notice.**

6.1 All notice to, contact with, or any provision of information relevant or pertaining to this Agreement shall be directed to the CAIU as follows:

Contact Name:	Ronald Sims		
Address:	55 Miller Street, Enola, PA 17025		
Phone:	717.732.8424	Fax:	

Email: rsims@caiu.org

6.2 All notice to, contact with, or any provision of information relevant or pertaining to this Agreement shall be directed to the Client as follows:

Client Contact

Name:

Address:

Phone: Fax:

Email:

7. **Mutual Release from Liability.**

7.1 Except as otherwise provided in this Agreement, Client, on behalf of itself, its agents, employees, directors, officers, affiliates, consultants, and/or contractors (collectively "Client") hereby releases CAIU and its agents, employees, directors, officers, affiliates, consultants, and/or contractors "CAIU"), and CAIU hereby releases Client, from all liabilities and claims for damages and/or suits for or by reason of any injury or injuries to any person or persons or property of any kind whatsoever from any cause or causes whatsoever during the performance and execution of this Agreement.

7.2 It is specifically understood and agreed that neither party shall be held liable or otherwise responsible for the acts and/or omissions, including negligence or willful misconduct, of the other party or any of the other party's agents, employees, directors, officers, affiliates, consultants, and/or contractors.

8. **Mutual Indemnification.**

8.1 Both parties are protected under the Commonwealth of Pennsylvania's Tort Claims Act (Act), and as such, cannot and shall not be held responsible or otherwise liable for those actions or inactions specifically enumerated under the Act. Based on the foregoing, each party agrees to protect, indemnify, and hold harmless the other party and its agents, employees, directors, officers, affiliates, consultants, and/or contractors from and against any and all damages, injuries (including bodily injury, dismemberment, and/or death), claims, liabilities, and costs

(including reasonable attorneys' fees), which arise or may be suffered or incurred in whole or in part as a result of the acts or omissions of the indemnifying party, its agents, employees, directors, officers, affiliates, consultants, and/or contractors, and whether arising under this Agreement.

8.2 Said indemnity is in addition to any other rights that the indemnified party may have against the indemnifying party and will survive the termination of this Agreement.

9. **Insurance Coverage.**

9.1 The CAIU affirms it carries Workers' Compensation, General Liability, and Errors and Omissions insurance at amounts recognized as customary in the ordinary scope of business. Upon written request, the CAIU shall provide Client with a copy of its certificate of insurance, but under no circumstances, shall CAIU name Client as an additional insured.

9.2 The Client shall carry appropriate insurance coverage, including, but not limited to, Workers' Compensation, General Liability, Errors and Omissions, and the like, throughout the entire term this Agreement. Under no circumstances shall CAIU be responsible for any liability incurred by Client as a result of Client not carrying said insurance.

10. **Limitation of Relationships.** Nothing contained in this Agreement shall be construed to create the relationship of employer and employee between CAIU and Client. CAIU and Client assert that they are not in a joint venture with each other, nor intend to operate as a joint venture.

11. **Work Product.**

11.1 All work products, whether tangible or intangible, and regardless of medium, that are created, produced, engineered or otherwise devised by CAIU during the course of this Agreement are solely owned by the CAIU and may not be used, sold, or otherwise distributed by the Client in any manner which exceeds the scope of the relationship between the Client and the CAIU as described herein or as described in a contract made hereunder.

11.2 Any unauthorized use or infringement of work product by Client shall be considered a material breach.

11.3 Unless otherwise expressly stated herein, no license for use, whether expresses or implied, is given to Client by this Agreement.

12. Confidentiality.

12.1 Under this Agreement, the parties may have access (verbally or in writing) to information that is confidential in nature. Such information may include, but not be limited to student information and data; work product, facts or statistics, ideas, materials, business plans, technical information, methodologies, or any other shared data.

12.2 CAIU and Client agree not to use or disclose such confidential information for any purpose other than in fulfillment of this Agreement, and/or as required by activities described herein, and then, only to the designated employees and/or consultants of CAIU and Client. Additionally, both parties acknowledge and agree that they are bound by the Family Education Rights and Privacy Act of 1974 (FERPA) and the business associate and subcontractor privacy rules of the Health Insurance Portability and Accountability Act of 1996 as amended (HIPAA), and all other applicable State and federal laws.

12.3 Notwithstanding the above, CAIU and Client are public governmental entities subject to public disclosure and right-to-know laws, and this Section 12 and its subsections shall not apply with respect to any information that is required to be disclosed under or by any law or which subsequently enters the public domain through no fault of the receiving party.

12.4 The provisions of this Section 12 and its subsection shall survive termination or expiration of the Agreement.

13. **Warranties.**

13.1 **Unless otherwise expressly stated in Section 25 herein or in an Addendum hereto, CAIU MAKES NO WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY IMPLIED WARRANTY OF MERCHANTABILITY OR WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE IN REGARDS TO THE SERVICE(S) AND/OR PRODUCT(S) IT PROVIDES TO CLIENT, AND**

13.2 **CLIENT ACCEPTS THE SERVICE(S) AND/OR PRODUCT(S) PROVIDED BY CAIU "AS IS," WITH NO REPRESENTATION OR WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION IMPLIED WARRANTY OF MERCHANTABILITY OR WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE.** The CAIU assumes no liability for losses, damages, or legal judgments resulting from Client's use of any product or service provided to Client under this Agreement.

13.3 CAIU does not warrant that any product provided by it will perform without error or that it will run without immaterial interruption. Moreover, CAIU provides no warranty regarding, and shall therefore have no responsibility for any claim arising from a modification made by

Client unless CAIU approves such modification in writing; and/or use of the product in combination with or on products other than as specified in writing by the CAIU.

13.4 CAIU shall (a) "pass through" to Client any warranty right it receives from any third party provider of system components not authored or manufactured by CAIU ("Third Party Components"); and (b) reasonably cooperate with Client in enforcing such rights. CAIU provides no warranties, express or implied, with regard to Third Party Components, and CAIU shall not be liable for any failure of any Third Party Component to function as expected or intended.

14. **Audit.** All service and billing records of the Client are subject to audit at any time by auditors performing annual fiscal or program audits, as required by the federal government, and/or the Pennsylvania Department of Education, and/or the CAIU as required by a third party.

15. **Severance; Full Force and Effect.**

15.1 If any provision of this Agreement is found to be invalid, illegal, or unenforceable, that provision shall be null and void, and all other provisions shall remain in full force and effect.

15.2 In the event a term of this Agreement is not strictly enforced, such non-enforcement shall not be interpreted as acquiescence nor shall it be seen as precedent setting and enforcement of the term at any time in the future shall be binding and not subject to dispute.

16. **Governing Law and Venue.**

16.1 This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Pennsylvania, without regard to the provisions concerning conflict of laws.

16.2 Client hereby irrevocably consents to and agrees that jurisdiction and venue for all disputes arising under this Agreement shall lie exclusively with the state and federal courts for Cumberland County, Pennsylvania and the Middle Client of Pennsylvania.

17. **Non-Discrimination.** The Client agrees to treat all persons in a non-discriminatory manner, in keeping with applicable state and federal laws, including, without limitation, Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, the Americans with Disabilities Act, and the Pennsylvania Human Relations Act. No person shall be discriminated against by the Provider because of race, color, religious creed, ancestry, national origin, sex, age, sexual orientation, or handicap.

18. **Compliance with Law and Policy.** During the term of this Agreement, both parties hereto shall comply with all applicable federal, state, and local laws and regulations, including the Pennsylvania School Code and applicable Board Policy of either party.

19. **Clearances.** As a Pennsylvania education agency, the CAIU complies with the Pennsylvania School Code, Pennsylvania Department of Education (PDE), and any other rules and/or regulations regarding the hiring and administration of personnel. All CAIU staff members and independent consultants who may be assigned to work with Client have all met applicable standards regarding hiring and the completion of background checks and clearances, including Act 34, Act 151, and Act 114 background checks and TB/physical exams as required by the PA School Code. Upon written request by the Client, the CAIU will provide a copy of all clearances *to its employee(s) and consultants* who are providing work to the Client and the employee or consultant will present them to the Client; the CAIU shall not forward clearances directly to the Client.

20. **Termination.**
    20.1 Each party has the right to terminate this Agreement (1) to the extent provided herein; or (2) in the event of a material breach, after giving written notice and at least thirty (30) calendar days to remedy; or (3) without cause upon ninety (90) days written notice.
    20.2 Upon termination by the Client, all work shall stop and payment for all work completed to date shall be immediately due and payable to the CAIU.

21. **Damages.** In addition to termination and any other rights provided hereunder, CAIU has the right to seek any remedy available to it in equity or in law, whether monetary or injunctive relief.

22. **Headings.** The headings of this Agreement are for convenience of reference only and do not affect the meaning or interpretation of this Agreement.

23. **Rules of Construction.** No provision of this Agreement shall be construed against a party simply because that party drafted the provision.

24. **Entire Agreement and Modification.**

24.1 This Agreement constitutes the entire contract between the parties regarding the work and supersedes any previous oral and/or written representations, negotiations, and/or understandings between the parties.

24.2 Any changes, additions, or deletions to the Scope of Work shall be considered a modification as described herein. Any such modification must be subsequently labeled *Addendum 1, Addendum, 2, en sic.* To be valid, any modifications/amendments to this Agreement shall be made in writing, signed by an authorized representative of both parties, and dated.

24.3 Any and all Addenda shall be considered incorporated as a valid term of this Agreement.

24.4 It is specifically understood and agreed that every Addendum must be separately negotiated and a revised price agreed upon, in writing, by both parties.

24.5 Notwithstanding, this Agreement may be executed in multiple counterparts. Each such counterpart shall be an original and all together shall constitute but one and the same Agreement.

25. **Additional Terms and Conditions Specific to this Agreement.**

Not Applicable.

By signing below, each person represents he/she has the authority to execute this Agreement on behalf of his/her respective party and freely enters into this Agreement with the intent to be bound hereby as of the date first set forth above.

CAPITAL AREA INTERMEDIATE UNIT	**SUSQUEHANNA TOWNSHIP SCHOOL DISTRICT**
Authorized Signature	Authorized Signature
Dr. Andria Saia	
Printed Name	Printed Name
Executive Director	
Title	Title

Rev. 4/3/2018

AGREEMENT FOR WAN, INTERNET & RELATED SERVICES

This Agreement for Wide Area Network (WAN), Internet and Related Services (hereinafter "Agreement") is made this 30th day of April, 2021, by and between the **Capital Area Intermediate Unit** (hereinafter "CAIU"), a Pennsylvania Intermediate Unit organized and operating under the Public School Code of 1949, 24 P.S. § 1-101 *et seq.*,with its principal place of business at 55 Miller Street, Enola, PA 17025, and **SUSQUEHANNA TOWNSHIP SCHOOL DISTRICT (**hereinafter "Client"), a local education agency with its principal place of business at 2579 Interstate Drive, Harrisburg, PA 17110.

1. **Scope of Work.**
   1.1 CAIU agrees to provide WAN, Internet and Related services as follows:
   Background:
   - The CAIU currently provides a regional Wide Area Network (WAN) as well as Internet and Related services for school districts and other interested educational and governmental entities.
   - In order to meet the increased demand of the Regional WAN and Internet bandwidth for the member districts, the CAIU issued an RFP to potential service providers and with the help of an IU-wide committee selected a vendor. The intent of the committee was to increase the WAN connectivity options from 3 Gbps to 3/5/10 Gbps and provide failover Internet, as continuity of connection becomes increasingly essential for both classroom and virtual learning.
   - All Districts signed a Letter of Commitment to participate in the new CAIU WAN and Internet Services and the CAIU signed a vendor agreement. The District is entering into this agreement to participate in the CAIU WAN and Internet as the next step in the process and will be part of the consortium for a five-year period and have the CAIU administer their services.

   1.2 The services described in section 1.1 above include all labor, products, and/or tools the CAIU requires to provide the services, unless otherwise specifically stated as excluded or to be provided/performed by Client or a third party, and said services shall be referenced collectively throughout this Agreement as "work.".

Capital Area Intermediate Unit 55 Miller Street, Enola, PA 17025-1640 tel 717.732.8400 fax 717.732.8414 tdd 717.732.8422 www.caiu.org

2. **Responsibilities of the Parties.**

2.1 Both parties agree to act in good faith in fulfillment of this Agreement. Neither party shall attempt to hinder or otherwise prevent the other party from fulfilling their duties as outlined herein.

2.2 CAIU shall:

Provide, as a base service, a 3, 5, or 10 Gbps WAN connection between the Client and the CAIU through an Ethernet fiber connection as identified in Exhibit A.

2.3 Client shall:

Indicate the desired Internet bandwidth and WAN bandwidths by completing a yearly Exhibit A.

3. **Cost.** The District will receive one invoice for two separate services, WAN and Internet, as follows:

3.1 **WAN:** The District will pay a charge of $9,007.20 per year for a 5 Gbps connection (based on E-rate of 80%) to participate in the CAIU WAN for the 2021-2022 fiscal year. This cost is all-inclusive and includes bandwidth (E-rateable costs) and support costs (non E-rateable costs). A form entitled "Exhibit A" shall be distributed to the Client each year so the Client can determine any increases in WAN connectivity for the upcoming fiscal year. The actual cost charged to the Client will be adjusted to account for any changes in the District's E-rate percentage or bandwidth on an annual basis. The monthly charge starting with year 2 of the agreement (the 2022-2023 fiscal year) will be adjusted to account for the pro-rated cost of any increases/decreases in governmental taxes.

3.2 **Internet:** The district will pay a charge of $33,069.20 per year for 3,000 Mbps Internet bandwidth (based on E-rate of 80%). A form entitled "Exhibit A" shall be distributed to the Client each year so the Client can determine and select the amount of Internet bandwidth they would like to purchase for the upcoming fiscal year. The cost listed on Exhibit A will reflect the prior year E-rate percentage. Cost for the Internet is determined by bandwidth and E-rate percentage. These accounts shall be reconciled as described below.

3.3 Any credits or rebates that the CAIU receives from the service provider resulting from the service delivery agreement or service level agreement (SLA) for delay in service implementation, service outage, network performance or other reasons, will be credited back to the Client in full as appropriate on the next invoice issued by the CAIU after the credit is received by the CAIU.

3.4 The Client will be invoiced for the WAN and Internet services when final E-rate percentages are released, but no later than April 15th.

4. **Invoicing and Payment.** The CAIU shall invoice Client on a(n) annual basis for the costs incurred to provide the Services. All invoices are due within 45 days of the date of the invoice. Both the Client and CAIU recognize and agree that CAIU will suffer financial hardship to its cash flow in the event payments are received late; therefore, CAIU reserves the right to impose a two percent (2%) late fee for every 30 days past the 45 days that payment is late. Additional Invoicing and Payment terms, if any, shall be addressed in Attachment 1 or subsequent Addenda as agreed to by both parties.

5. **Term, Renewal, and Termination**

5.1 The term of this Agreement shall commence as of the date first set forth above and shall terminate effective June 30, 2026.

5.2 As of July 1, 2026, this Agreement shall automatically renew from year to year unless either party terminates as outlined below.

Due to the timing of E-rate filing, if either party wishes to terminate service after July 1, 2026, written notice must be provided by November 30, 2026 to terminate on June 30th, 2027. Service will continue from the date of written notice until June 30.

Notwithstanding the foregoing, termination of this Agreement by Client prior to July 1, 2026, is not permissible, as per the terms of the agreement between the CAIU and the Service Provider, and any such termination shall be considered a material breach.

5.3 Upon termination by the Client, all work shall stop and payment for all work completed to date shall be immediately due and payable to the CAIU.

6. **Notice.**

6.1 All notice to, contact with, or any provision of information relevant or pertaining to this Agreement shall be directed to the CAIU as follows:

Contact Name: David L. Martin

Address: 55 Miller Street, Enola, PA 17093

Phone: 717-732-8477 Fax: 717-732-8414

Email: dmartin@caiu.org

6.2 All notice to, contact with, or any provision of information relevant or pertaining to this Agreement shall be directed to the Client as follows:

Client Contact

Name: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

7. **Mutual Release from Liability.**

7.1 Except as otherwise provided in this Agreement, Client, on behalf of itself, its agents, employees, directors, officers, affiliates, consultants, and/or contractors (collectively "Client") hereby releases CAIU and its agents, employees, directors, officers, affiliates, consultants, and/or contractors "CAIU"), and CAIU hereby releases Client, on behalf of itself, its agents, employees, directors, officers, affiliates, consultants, and/or contractors (collectively "Client"), from all liabilities and claims for damages and/or suits for or by reason of any injury or injuries to any person or persons or property of any kind whatsoever from any cause or causes whatsoever during the performance and execution of this Agreement.

7.2 It is specifically understood and agreed that neither party shall be held liable or otherwise responsible for the acts and/or omissions, including negligence or willful misconduct, of the other party or any of the other party's agents, employees, directors, officers, affiliates, consultants, and/or contractors.

8. **Mutual Indemnification.**

8.1 Both parties are protected under the Commonwealth of Pennsylvania's Tort Claims Act (Act), and as such, cannot and shall not be held responsible or otherwise liable for those actions or inactions specifically enumerated under the Act. Based on the foregoing, each party agrees to protect, indemnify, and hold harmless the other party and its agents, employees, directors,

officers, affiliates, consultants, and/or contractors from and against any and all damages, injuries (including bodily injury, dismemberment, and/or death), claims, liabilities, and costs (including reasonable attorneys' fees), which arise or may be suffered or incurred in whole or in part as a result of the acts or omissions of the indemnifying party, its agents, employees, directors, officers, affiliates, consultants, and/or contractors, and whether arising under this Agreement. Said indemnity is in addition to any other rights that the indemnified party may have against the indemnifying party and will survive the termination of this Agreement

9. **Insurance Coverage.**

9.1 The CAIU affirms it carries Workers' Compensation, General Liability, and Errors and Omissions insurance at amounts recognized as customary in the ordinary scope of business. Upon written request, the CAIU shall provide Client with a copy of its certificate of insurance, but under no circumstances, shall CAIU name Client as an additional insured.

9.2 The Client shall carry appropriate insurance coverage, including, but not limited to, Workers' Compensation, General Liability, Errors and Omissions, and the like, throughout the entire term this Agreement. Under no circumstances shall CAIU be responsible for any liability incurred by Client as a result of Client not carrying said insurance.

10. **Limitation of Relationships.** Nothing contained in this Agreement shall be construed to create the relationship of employer and employee between CAIU and Client. CAIU and Client assert that they are not in a joint venture with each other, nor intend to operate as a joint venture.

11. **Work Product.**

11.1 All work products, whether tangible or intangible, and regardless of medium, that are created, produced, engineered or otherwise devised by CAIU during the course of this Agreement are solely owned by the CAIU and may not be used, sold, or otherwise distributed by the Client in any manner which exceeds the scope of the relationship between the Client and the CAIU as described herein or as described in a contract made hereunder.

11.2 Any unauthorized use or infringement of work product by Client shall be considered a material breach.

11.3 Unless otherwise expressly stated herein, no license for use, whether expresses or implied, is given to Client by this Agreement.

12. Confidentiality.

12.1 Under this Agreement, the parties may have access (verbally or in writing) to information that is confidential in nature. Such information may include, but not be limited to student information and data; work product, facts or statistics, ideas, materials, business plans, technical information, methodologies, or any other shared data.

12.2 CAIU and Client agree not to use or disclose such confidential information for any purpose other than in fulfillment of this Agreement, and/or as required by activities described herein., and then, only to the designated employees and/or consultants of CAIU and Client. Additionally, both parties acknowledge and agree that they are bound by the Family Education Rights and Privacy Act of 1974 (FERPA) and the business associate and subcontractor privacy rules of the Health Insurance Portability and Accountability Act of 1996 as amended (HIPAA), and all other application State and federal laws.

12.3 Notwithstanding the above, CAIU and Client are public governmental entities subject to public disclosure and right-to-know laws, and this paragraph 12 and its subparagraphs shall not apply with respect to any information that is required to be disclosed under or by any law or which subsequently enters the public domain through no fault of the receiving party.

12.4 The provisions of this paragraph 12 and its subparagraphs shall survive termination or expiration of the Agreement.

13. **Warranties.**

13.1 **Unless otherwise expressly stated in Paragraph 23 herein or in an Addendum hereto, CAIU MAKES NO WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY IMPLIED WARRANTY OF MERCHANTABILITY OR WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE IN REGARDS TO THE SERVICE(S) AND/OR PRODUCT(S) IT PROVIDES TO CLIENT, AND**

13.2 **CLIENT ACCEPTS THE SERVICE(S) AND/OR PRODUCT(S) PROVIDED BY CAIU "AS IS," WITH NO REPRESENTATION OR WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION IMPLIED WARRANTY OF MERCHANTABILITY OR WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE.** The CAIU assumes no liability for losses, damages, or legal judgments resulting from Client's use of any product or service provided to Client under this Agreement.

13.3 CAIU does not warrant that any product provided by it will perform without error or that it will run without immaterial interruption. Moreover, CAIU provides no warranty regarding,

and shall therefore have no responsibility for any claim arising from a modification made by Client unless CAIU approves such modification in writing; and/or use of the product in combination with or on products other than as specified in writing by the CAIU.

13.4 CAIU shall (a) "pass through" to Client any warranty right it receives from any third party provider of system components not authored or manufactured by CAIU ("Third Party Components"); and (b) reasonably cooperate with Client in enforcing such rights. CAIU provides no warranties, express or implied, with regard to Third Party Components, and CAIU shall not be liable for any failure of any Third Party Component to function as expected or intended.

14. **Audit.** All service and billing records of the Client are subject to audit at any time by auditors performing annual fiscal or program audits, as required by the federal government, and/or the Pennsylvania Department of Education, and/or the CAIU as required by a third party.

15. **Severance; Full Force and Effect.**

15.1 If any provision of this Agreement is found to be invalid, illegal, or unenforceable, that provision shall be null and void, and all other provisions shall remain in full force and effect.

15.2 In the event a term of this Agreement is not strictly enforced, such non-enforcement shall not be interpreted as acquiescence nor shall it be seen a precedent setting and enforcement of the term at any time in the future shall be binding and not subject to dispute.

16. **Governing Law and Venue.**

16.1 This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Pennsylvania, without regard to the provisions concerning conflict of laws.

16.2 Client hereby irrevocably consents to and agrees that jurisdiction and venue for all disputes arising under this Agreement shall lie exclusively with the state and federal courts for Cumberland County, Pennsylvania and the Middle District of Pennsylvania.

17. **Non-Discrimination.** The Client agrees to treat all persons in a non-discriminatory manner, in keeping with applicable state and federal laws, including, without limitation, Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, the Americans with Disabilities Act, and the Pennsylvania Human Relations Act. No person shall be discriminated

against by the Provider because of race, color, religious creed, ancestry, national origin, sex, age, sexual orientation, or handicap.

18. **Compliance with Law and Policy.** During the term of this Agreement, both parties hereto shall comply with all applicable federal, state, and local laws and regulations, including the Pennsylvania School Code and applicable Board Policy of either party.

19. **Clearances.** As a Pennsylvania education agency, the CAIU complies with the Pennsylvania School Code, Pennsylvania Department of Education (PDE), and any other rules and/or regulations regarding the hiring and administration of personnel. All CAIU staff members and independent consultants who may be assigned to work with Client have all met applicable standards regarding hiring and the completion of background checks and clearances, including Act 34, Act 151, and Act 114 background checks and TB/physical exams as required by the PA School Code. Upon written request by the Client, the CAIU will provide a copy of all clearances *to its employee(s) and consultants* who are providing services to the Client and the employee or consultant will present them to the Client; the CAIU shall not forward clearances directly to the Client.

20. **Damages.** In addition to termination and any other rights provided hereunder, CAIU has the right to seek any remedy available to it in equity or in law, whether monetary or injunctive relief caused indirectly or directly to CAIU by Client during the performance of this contract.

21. **Headings.** The headings of this Agreement are for convenience of reference only and do not affect the meaning or interpretation of this Agreement.

22. **Rules of Construction.** No provision of this Agreement shall be construed against a party simply because that party drafted the provision.

23. **Entire Agreement and Modification.**
    23.1 This Agreement constitutes the entire contract between the parties regarding the work and supersedes any previous oral and/or written representations, negotiations, and/or understandings between the parties.
    23.2 Any changes, additions, or deletions to the Scope of Work shall be considered a modification as described herein. Any such modification must be subsequently labeled *Addendum 1, Addendum, 2, en sic.* To be valid, any modifications/amendments to this Agreement shall be made in writing, signed by an authorized representative of both parties, and dated.

23.3 Any and all Addenda shall be considered incorporated as a valid term of this Agreement.

23.4 It is specifically understood and agreed that every Addendum must be separately negotiated and a revised price agreed upon, in writing, by both parties.

23.5 Notwithstanding, this Agreement may be executed in multiple counterparts. Each such counterpart shall be an original and all together shall constitute but one and the same Agreement.

24. **Additional Terms and Conditions.**

Not applicable

By signing below, each person represents he/she has the authority to execute this Agreement on behalf of his/her respective party and freely enters into this Agreement with the intent to be bound hereby as of the date first set forth above.

CAIU:	Client:
CAPITAL AREA INTERMEDIATE UNIT	**SUSQUEHANNA TOWNSHIP SCHOOL DISTRICT**
Authorized Signature	Authorized Signature
Andria B. Saia, Ed.D., JD	
Printed Name	Printed Name
Executive Director	
Title	Title

Rev. 2/2/2017

School District	2020-21 Internet Bandwidth	E-Rate %	2020-21 Internet Cost	2020-21 WAN Cost	2020-21 Total Cost	WAN Rebid Pricing	WAN	Internet	Total New RWAN	Cost Differential
Susquehanna Twp. SD	3000	80%	$ 32,540.00	$ 8,148.00	$ 40,688.00	**3 Gbps**	$ 7,756.80	$ 33,069.20	$ 40,826.00	**$ 138.00**
						5 Gbps	$ 9,007.20	$ 33,069.20	$ 42,076.40	**$ 1,388.40**
						10 Gbps	$ 12,765.60	$ 33,069.20	$ 45,834.80	**$ 5,146.80**

2021-22 RWAN Bandwidth Subscription Form

(Exhibit A)

Please complete and email to Joy Forry jforry@caiu.org

District/School: Susquehanna Township

WAN Bandwidth

(boxes are clickable – please select one)

☐ 3 Gbps

☒ 5 Gbps

☐ 10 Gbps

Internet Bandwidth: 3000

Person to contact for questions:

Name: Justin Green

Email: jgreen@hannasd.org

School Nutrition Program (SNP) Agreement Between SNP Sponsors with Shared Students

The purpose of this agreement is to define who will assume the duties and responsibilities associated with eligibility in the SNP when two sponsors of the SNP share enrolled students.

For this agreement, the two SNP sponsors will be referred to as the home school and receiving school, as defined below. This agreement is only applicable when both the home school and receiving school are sponsors of the SNP.

The 'Home School' is defined as the public school which the student would attend based on registered address and may or may not attend on a part-time basis. The student is enrolled in the district but is being educated partially or fully outside of the home school.

The 'Receiving School' is defined as the school which the student is attending, either full or part-time. Examples of these schools include, but are not limited to, intermediate units, vocational schools, technical schools, and special education sites.

The Home School and Receiving School must decide which school will take on the responsibility of:

1. Completing the process of Direct Certification for all students in the Pennsylvania Student Eligibility System (PA-SES) in accordance with regulatory timeframes.
2. Distributing the Household Applications for Free and Reduced-Price School Meals and Special Milk Program to the households of students attending the receiving school.
3. Making eligibility determinations and communicating those determinations to households.
4. Assigning an "Approving Official" to review and approve/deny Household Applications for Free and Reduced-Price School Meals and Special Milk Program and a "Determining Official" to establish and use a fair hearing procedure for appeals of the decision of the "Approving Official".
5. Completing the verification process and maintaining records to document the results of verification.
   Note that when the Receiving School is receiving eligibility determinations from the Home School, the Receiving School is responsible for obtaining and maintaining a copy of the source of the eligibility determination (redacted Direct Certification (DC) list, Household Application, verification, etc.). The Receiving School is responsible for reviewing the eligibility determination from the documentation received from the Home School and understands that it is responsible for returning any funds to PDE, BFN for any meals improperly claimed.

Schools Approved for Participation in the Community Eligibility Provision (CEP): When the sending school is enrolled in CEP, but the receiving school is not, the receiving school must take on the responsibility of applications. CEP status does not apply when the receiving school is not participating in CEP, so applications must be completed for students not eligible via DC. The sending school should be providing a list of DC eligible students to the receiving school in this scenario.

In contrast, if both schools are CEP, application processing is not applicable, and this agreement will only list who will be responsible for the direct certification process for the dually enrolled students.

Pennsylvania
Department of Education

Commonwealth of Pennsylvania
Department of Education
607 South Drive
Harrisburg, PA 17120
www.education.pa.gov

School Nutrition Program (SNP) Agreement Between SNP Sponsors with Shared Students

Home School Sponsor Name:

SUSQUEHANNA TOWNSHIP SCHOOL DISTRICT

Sponsor Agreement Number:

115-22-830-3

and

Receiving School Sponsor Name:

DAUPHIN COUNTY TECHNICAL SCHOOL

Sponsor Agreement Number:

115-22-160-7

Agreement Page

The **'Home School'** is defined as the public school which the student would attend based on registered address and may or may not attend on a part-time basis. The student is enrolled in the district but being educated outside of the home school.

The **'Receiving School'** is defined as the school which the student is attending, either full or part-time.

This agreement shall be in effect for one (1) year starting July 1, 2026 , and through June 30, 2027 .
This agreement may only be for a one-year period and cannot contain guaranteed renewal clauses.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be signed by their duly authorized representative on the date signed.

SUSQUEHANNA TWP SCHOOL DISTRICT	DAUPHIN COUNTY TECHNICAL SCHOOL
Home School	Receiving School
	Jason Civitello
Signature of Authorized Representative for Home School	Signature of Authorized Representative for Receiving School
	JASON CIVITELLO
Printed Name of Authorized Representative for Home School	Printed Name of Authorized Representative for Receiving School
Title	Title ADMINISTRATIVE DIRECTOR
Date Signed by Home School	Date Signed by Receiving School 6/24/2026

Below is the designation of which sponsor is agreeing to accept the responsibilities of SNP benefit eligibility for shared students. **Check 'Home School' or 'Receiving School' in each row based upon the arrangement being chosen.**	**Home School**	**Receiving School**	**(NA)** **Both Schools are CEP**
Check only one box. Distributes Household Applications for Free and Reduced-Price School Meals & Special Milk Program to the households of all students who are enrolled at the home school but attending classes at the receiving school. • Provides copies of Household Applications for Free and Reduced-Price School Meals and Special Milk Program • "Approving Official" determines eligibility for free or reduced meals/milk and notifies families, respectively. • "Determining Official" to establish and use a fair hearing procedure for appeals on the decision of the "Approving Official."	○	◉	○
Check only one box. Complete the process of Direct Certification in the Pennsylvania Student Eligibility System (PA-SES) in accordance with regulatory timeframes. for all students who are enrolled at the home school but attending classes at the receiving school • Provides a Direct Certification list for students who are enrolled at the home school but attending classes at the receiving school. • Ensures that the documentation received shows date and reason for Direct Certification and only lists names of students that attend the receiving school. All other student names must be redacted.	○	◉	○
Check only one box. Completes the process of verification and for any student determined eligible via Household Application for Free and Reduced-Price School Meals & Special Milk Program. • Maintains the results of verification for three years plus the current school year. • Includes the eligibility determinations for the dually enrolled students in the Verification Collection Report.	○	◉	○
Accepts fiscal responsibility for the SNP and returns to PDE, BFN any amount not properly earned by the Sponsor as determined by a review or audit. The SFA claiming meals for the dually enrolled students must check this box. **When students are eating meals at both schools, check both boxes. (Example: Student eats breakfast at Home School and Lunch at Receiving School due to a half-day program.)*	☐	☑	☐

Each party to this agreement must keep a copy of the agreement on file.

School Nutrition Program (SNP) Agreement Between SNP Sponsors with Shared Students

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Pennsylvania
Department of Education

Commonwealth of Pennsylvania
Department of Education
607 South Drive
Harrisburg, PA 17120
www.education.pa.gov

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Home School Sponsor Name:

SUSQUEHANNA TOWNSHIP SCHOOL DISTRICT

Sponsor Agreement Number:

115-22-830-3

and

Receiving School Sponsor Name:

DAUPHIN COUNTY TECHNICAL SCHOOL

Sponsor Agreement Number:

115-22-160-7

Agreement Page

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SUSQUEHANNA TWP SCHOOL DISTRICT	DAUPHIN COUNTY TECHNICAL SCHOOL
Home School	Receiving School
	Jason Civitello
Signature of Authorized Representative for Home School	Signature of Authorized Representative for Receiving School
	JASON CIVITELLO
Printed Name of Authorized Representative for Home School	Printed Name of Authorized Representative for Receiving School
Title	Title ADMINISTRATIVE DIRECTOR
Date Signed by Home School	Date Signed by Receiving School 6/24/2026

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pennsylvania
DEPARTMENT OF EDUCATION

Commonwealth of Pennsylvania
Department of Education
333 Market Street
Harrisburg, PA 17126-0333
www.education.pa.gov

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SUSQUEHANNA TOWNSHIP SCHOOL DIST	DAUPHIN COUNTY TECHNICAL SCHOOL
Home School	Receiving School
Tamara Willis	
Signature of Authorized Representative for Home School	Signature of Authorized Representative for Receiving School
Tamara Willis	JASON CIVITELLO
Printed Name of Authorized Representative for Home School	Printed Name of Authorized Representative for Receiving School
Superintendent	ADMINISTRATIVE DIRECTOR
Title	Title
Date Signed by Home School 8/18/2025	Date Signed by Receiving School 6/18/2025

FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

HARRISBURG AREA YMCA
USE OF YMCA FACILITIES POLICY AND AGREEMENT

INTRODUCTION

This policy prescribes the rules and regulations under which the YMCA shall make its facilities and equipment available for use by non-YMCA groups/organizations. Any questions concerning the interpretation of this policy will be referred to the Branch Executive or a designated member of the staff.

PRIMARY USE

The facilities and equipment of the YMCA are first and foremost for the use of YMCA members and regularly scheduled YMCA programs and activities. When these facilities are not in use by YMCA members and/or groups, they may be reserved for non-YMCA groups/organizations.

NON-YMCA GROUPS/ORGANIZATIONS

The YMCA will make its facilities and/or property available only to non-YMCA groups/organizations that meet the following criteria:

- Groups/organizations whose purpose and objectives are generally compatible with those of the YMCA, the YMCA's Mission Statement, and who do not seek to exploit the YMCA name or constituency.

  HARRISBURG AREA YMCA MISSION STATEMENT:
  The Harrisburg Area YMCA is a nonprofit, charitable organization committed to aid in the spiritual, mental, and physical development of each person enabling them to be beneficial and contributing members of our society. We accomplish our mission through our programs and services, which are designed to meet community needs in an atmosphere of Christian growth and love and to put Christian principles into practice through programs that build healthy spirit, mind, and body for all.

- Groups/organizations that are willing and able to take responsibility for their activities and who are willing to abide by the YMCA's rules and regulations.

PRIORITIES FOR USE

Priorities for use of facilities, property, and/or equipment by non-YMCA groups/organizations will be given to Religious, Social, Educational, Civic, Cultural, and Community Service Organizations.

SUPERVISION

All groups/organizations will be required to designate an individual 21 years of age or older who will be responsible for the conduct of the group/organization. This designated group leader must meet with YMCA staff prior to the anticipated use to review this agreement, rules, and regulations and be oriented regarding each facility and/or equipment to be used. The YMCA will require a minimum ratio of adult supervisors as follows:

- 1 adult to 8 children — Ages 2-5
- 1 adult to 12 children — Ages 5-6
- 1 adult to 12 children — Ages 6-9
- 1 adult to 15 children — Ages 9-15
- 1 adult to 20 children — Ages 15-25

This ratio may be achieved by the use of additional qualified volunteers of the group/organization and/or YMCA staff. The YMCA reserves the right to assign the appropriate number of staff necessary to attend any function. If the swimming pool is used, a certified YMCA lifeguard, employed by the YMCA, will be on duty. They will conduct an orientation of the aquatic area before the use of aquatic facilities and equipment.

STANDARDS OF CONDUCT

Any conduct contrary to the purpose of the YMCA is prohibited. Smoking is specifically prohibited in all areas of the facility. Consumption of alcoholic beverages and/or illegal drugs is specifically prohibited anywhere on the property or in the facilities. The YMCA reserves the right to dismiss any individual and/or group that does not maintain the rules of conduct. By signing this agreement, you agree to adhere to the YMCA's Code of Conduct, attached.

CERTIFICATE OF INSURANCE

All groups/organizations will be required to provide a Certificate of Insurance naming the YMCA as an "additional insured." Vendors of groups/organizations using facilities and/or property shall also provide a Certificate of Insurance. Coverage extended to the YMCA shall not be less than $1,000,000 and shall be provided prior to the event.

INDEMNIFICATION

All groups/organizations agree to protect, defend, and indemnify the Harrisburg Area YMCA, and its and their respective, directors, officers, employees, and affiliates (collectively, "**Indemnified Parties**") from and against all claims, demands, actions, suits, damages, liabilities, losses, settlements, judgments, costs, and expenses of or by a third party OR whether or not involving a claim by a third party, including but not limited to reasonable attorneys' fees and costs (collectively, "**Claims**"), actually or allegedly, directly or indirectly, arising out of or related to (1) any breach of any representation or warranty of all groups/organizations contained in this Agreement; (2) any breach or violation of any covenant or other obligation or duty of all groups/organizations under this Agreement or under applicable law; (3) any third party Claims which arise out of, relate to or result from any act or omission of all groups/organizations.

RESPONSIBILITY FOR DAMAGE

The individual responsible for the group/organization and the group/organization as a whole shall be responsible for all damages to the facilities, property, and/or equipment caused by the group/organization. A security deposit may be required. The group/organization will be notified within 36 hours of the damage and payment is required.

SCREENING

All groups/organizations much adhere to the YMCA's criminal background screening practices including multi-state criminal background checks and sex offender registry checks.

TRAINING

By signing this document, all third party vendors are confirming they have received some minimal abuse prevention training (which can include the identification, prevention, and reporting of sexual abuse).

REPORTING

Under the CPSL (Child Protective Service Law), any employee or volunteer who works directly with children is a Mandated Reporter, including YMCA personnel, volunteers and community agencies that rent/use YMCA facilities. A Mandated Reporter is obligated, by law, to report suspicion of child abuse when there is reasonable cause to suspect it. The following procedure is hereby required of all Harrisburg Area YMCA personnel and volunteers when they have reasonable cause to suspect child abuse: 1. The witness immediately contacts Childline orally or electronically. 2. The witness then follows all instructions given by

Childline personnel when the report is made to: 1- 800-932-0313
or www.compass.state.pa.us/cwis/public/home.

LOSS OF PERSONAL PROPERTY
The YMCA assumes no responsibility for the personal property of individuals, groups, or organizations utilizing the facilities and/or property.

USE OF YMCA NAME
Use of the YMCA's facilities does not imply endorsement or sponsorship of any event by the YMCA. Therefore, promotion shall be designed in such a way that no suggestion of endorsement or sponsorship is implied.

ADMISSION FEES
Admission fees shall not be charged without prior written approval by the YMCA.

FOOD/ENTERTAINMENT
Use of a caterer and/or entertainment shall be subject to the approval of the YMCA. Musical entertainment shall cease no later than _____.

DECORATIONS
Decorations for any event may be used only upon prior approval by the YMCA. Removal of decorations shall be the responsibility of _____.

RATE SCHEDULE & Terms

Room(s)	Rate per hour/per day
Pool	$60 lane/per practice (1.5hrs)

Preseason – Sept.21 – Pool use as members
Season – Nov.16th – Pool Reservation as follows:
Monday & Wednesday – 3:45pm-5:15pm
Tuesday, Thursday, and Friday - 5:30pm-7:00p

Dryland Practice in Fitness Studio I – Monday & Friday 5:15-6:15pm

Memberships: Preason (5.5 months) $110.00 Season (3.5 months) $70.00
Membership paid by Booster Club

Tokens will be free to participants starting November 16th

Terms: $3000 deposit due August 31st - Remainder due 4/15 after lane usage submitted.

ADMINISTRATION

Administration of this policy and agreement shall be the responsibility of the Branch Executive or a designated member of the staff. Exceptions to this policy can only be approved by an Officer of the Harrisburg Area YMCA.

I have read and understand the "Use of YMCA Facilities Policy and Agreement." As an authorized representative of my group/organization, I agree to the terms set forth by the Harrisburg Area YMCA. I understand that this agreement is not approved by the Harrisburg Area YMCA until signed by an Officer of the Harrisburg Area YMCA.

GROUP/ORGANIZATION

PRINT OR TYPE NAME OF GROUP/ORGANIZATION

PRINT OR TYPE NAME AND RELATIONSHIP WITH GROUP/ORGANIZATION

SIGNATURE DATE

HARRISBURG AREA YMCA

Chad Krebs

PRINT OR TYPE OFFICER'S NAME

Executive Director

PRINT OR TYPE POSITION WITH THE HARRISBURG AREA YMCA

SIGNATURE 7/24/26 DATE

Harrisburg Area YMCA Code of Conduct

At the Harrisburg Area YMCA, we expect staff, members and guests to behave in accordance with our mission and values at all times, respecting the rights and dignity of others.

At the YMCA we demonstrate Respect, Responsibility, Caring and Honesty by:

- **Speaking in respectful tones; refraining from the use of vulgar or derogatory language; and dressing appropriately.**
- **Resolving conflicts in a respectful, honest and caring manner; never resorting to physical contact or threatening gestures.**
- **Respecting others by refraining from intimate behavior in public; abstaining from contact of a sexual nature.**
- **Respecting the property of others; never engaging in theft or destruction.**
- **Creating a safe, caring environment; never carrying illegal firearms or devices.**
- **Participating in programs to build a healthy spirit, mind and body; never engaging in the use, sale, dispensing or possession of illegal drugs or narcotics, or the unsanctioned use of alcohol on YMCA premises.**

Adherence to the YMCA Code of Conduct and regulations is essential.

Noncompliance may result in suspension or termination of YMCA employment.

Our Mission:
The Harrisburg Area YMCA is a non-profit, charitable organization committed to aid in the spiritual, mental and physical development of each person enabling them to be beneficial and contributing members of society.

EAST SHORE YMCA

INVOICE

Sold to: **Susquehanna Township School District**
Attention: Swim Coach, Lu Hetherington
2500 Elmerton Avenue
Harrisburg, PA 17109

Pool Rental 2026-2027 Season

July 24, 2026
Invoice # 07242026

Date	Rental	Amount
7/24/2026	Rental Deposit for 2026-2027 Season	$3,000.00

Due by 8/31/26

TOTAL DUE **$ 3,000.00**

Please reference invoice number with your payment.
Thank You.

Please remit to:
EAST SHORE YMCA
ATTENTION: Accounts Receivable
701 N. FRONT ST.
HARRISBURG, PA 17101-1093

GORDIAN®

Job Order

JOC Contract No.: 2021JOCC-31

[X] **New Job Order** [ ] **Modify an Existing Job Order**

Job Order Number: 145877.00.01

Job Order Title: Susquehanna Twp SD Building Renovations GC 25-1089 Supplemental

Contact:	Terry Heller	Contractor Name:	Lobar Associates Construction
Phone:		Contact:	Amy Navratil
		Phone:	717-432-3429

Work to be Performed

Work to be performed as per the Final Scope of Work and the Price Proposal dated 03/18/2026, and as per the terms and conditions of JOC Contract No 2021JOCC-31.

Brief Task Order Description:

Time of Performance Estimated Start Date:

Estimated Completetion Date:

Liquidated Damages Will apply: [ ] Will NOT apply: [X]

Validation Information

Option 3 - Prevailing Wage Norma ***1.0000***

Job Order Firm Fixed Price: $125,413.41

Owner Purchase Order:

Approvals

Project Manager	Date	Contractor Representative	Date
Agency Representative	Date	Agency Representative	Date
Agency Representative	Date	Agency Representative	Date

Scope of Work

To: Terry Heller
KPN - Susquehanna Township School District

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

Job Order No: 145877.00.01
Job Order Title: Susquehanna Twp SD Building Renovations GC 25-1089 Supplemental

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

Subject to the terms and conditions of JOC Contract 2021JOCC-31.

Terry Heller, _____ Date _____

Amy Navratil, _____ Date _____

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

Date: July 17, 2026

Re:

IQC Master Contract #:	2021JOCC-31
JOC Work Order #:	145877.00.01
Owner PO #:	
Title:	Susquehanna Twp SD Building Renovations GC 25-1089 Supplemental
Contractor:	Lobar Associates Construction
Proposal Value:	$125,413.41

100% Plan Set	**$8,593.38**
Bulletin #1	**$39,776.32**
Bulletin #2	**$4,469.80**
Bulletin #3	**$69,395.05**
Elevator Sump Pump	**$3,178.86**
Proposal Total	**$125,413.41**

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

The Percentage of NPP on this Proposal: %

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

Date: July 17, 2026

Re:

IQC Master Contract #:	2021JOCC-31
JOC Work Order #:	145877.00.01
Owner PO #:	
Title:	Susquehanna Twp SD Building Renovations GC 25-1089 Supplemental
Contractor:	Lobar Associates Construction
Proposal Value:	$125,413.41

	Sect.	Item	Mod.	UOM	Description	Line Total
Labor	Equip.	Material	(Excludes)			
100% Plan Set						
1	01 22 16	00 0002		EA	Reimbursable FeesReimbursable Fees will be paid to the contractor for eligible costs as directed by Owner. Insert the appropriate quantity to adjust the base cost to the actual Reimbursable Fee. If there are multiple Reimbursable Fees, list each one separately and add a comment in the "note" block to identify the Reimbursable Fee (e.g. sidewalk closure, road cut, various permits, extended warranty, expedited shipping costs, etc.). A copy of each receipt, invoice, or proof of payment shall be submitted with the Price Proposal.	-$91,458.50
				Installation	Quantity -91,458.50 x Unit Price 1.00 x Factor 1.0000 = Total -91,458.50	
					Provided allowance of $200,000 for permit fee; Actual cost of permit fee was $110,000.00	
2	02 41 13	13 0029		SY	>3" To 6" By Machine, Break-up And Remove Welded Wire Reinforced Concrete Paving	$6,788.25
				Installation	Quantity 225.00 x Unit Price 30.17 x Factor 1.0000 = Total 6,788.25	
					Removal of concrete slab for the additional floor boxes in boardroom	
3	02 41 19	13 0007		LF	Welded Wire Reinforced Concrete Slab Up To 4" Depth, Saw Cut	$289.82
				Installation	Quantity 86.00 x Unit Price 3.37 x Factor 1.0000 = Total 289.82	
					Reconfiguration of Server for Mechanical Room	
4	02 41 19	13 0007		LF	Welded Wire Reinforced Concrete Slab Up To 4" Depth, Saw Cut	$647.04
				Installation	Quantity 192.00 x Unit Price 3.37 x Factor 1.0000 = Total 647.04	
					Saw-cut of concrete perimeter for install of floor boxes	
5	02 41 19	13 0294		SF	4" Thick Reinforced Concrete Slab On Grade Cutouts, <24 SF	$2,281.44
				Installation	Quantity 48.00 x Unit Price 47.53 x Factor 1.0000 = Total 2,281.44	
					Reconfiguration of Server for Mechanical Room	
6	03 31 13	00 0004		SF	5" 3,000 PSI Slab On Grade Concrete Slab Assembly	$16,140.00
				Installation	Quantity 2,000.00 x Unit Price 8.07 x Factor 1.0000 = Total 16,140.00	
					Install concrete back once floor boxes were installed	
7	03 31 13	00 0004	0070	MOD	For 4,000 PSI Concrete, Add	$500.00
				Installation	Quantity 2,000.00 x Unit Price 0.25 x Factor 1.0000 = Total 500.00	
8	03 31 13	00 0004	0077	MOD	For >1,000 To 2,000, Add	$2,440.00
				Installation	Quantity 2,000.00 x Unit Price 1.22 x Factor 1.0000 = Total 2,440.00	
9	08 87 23	16 0005		SF	0.006" Clear, High Performance, Security And Safety Glazing Film (3M Scotchshield™ Ultra600)	$62,803.32
				Installation	Quantity 3,106.00 x Unit Price 20.22 x Factor 1.0000 = Total 62,803.32	
					Installation of security film on the windows/stair tower on 1st floor only	

Job Order No: 145877.00.01
Job Order Title: Susquehanna Twp SD Building Renovations GC 25-1089 Supplemental

100% Plan Set

10	08 87 23 16 0005	0295	MOD	For >1,000 To 5,000, Deduct									-$2,764.34
			Installation		Quantity 3,106.00	x	Unit Price -0.89	x	Factor 1.0000	=	Total -2,764.34		
11	09 21 00 00 0002		SF	Interior Partition Wall Assembly. Metal Studs With Tracks And RunnersIncludes 18 gauge 3-5/8" metal studs 16" on center with tracks, runners, and channel, one layer 5/8" drywall on each side, level 4 finish, one primer coat and two finish coats of latex paint.									$9,948.51
			Installation		Quantity 429.00	x	Unit Price 23.19	x	Factor 1.0000	=	Total 9,948.51		
				Reconfiguration of Server for Mechanical Room									
12	32 16 13 13 0018		LF	6" x 12" Cast In Place Concrete Curb									$735.76
			Installation		Quantity 34.00	x	Unit Price 21.64	x	Factor 1.0000	=	Total 735.76		
				Reconfiguration of Server for Mechanical Room									
13	32 16 13 13 0018	0044	MOD	For >20 To 50, Add									$242.08
			Installation		Quantity 34.00	x	Unit Price 7.12	x	Factor 1.0000	=	Total 242.08		

Subtotal for 100% Plan Set **$8,593.38**

Bulletin #1

14	02 41 13 13 0042		SF	>3" To 6" By Hand, Break-up And Remove Concrete Paving									$1,300.88
			Installation		Quantity 202.00	x	Unit Price 6.44	x	Factor 1.0000	=	Total 1,300.88		
				Removal of concrete for sanitary lines in basement									
15	02 41 19 13 0007		LF	Welded Wire Reinforced Concrete Slab Up To 4" Depth, Saw Cut									$370.70
			Installation		Quantity 110.00	x	Unit Price 3.37	x	Factor 1.0000	=	Total 370.70		
				Removal of concrete for sanitary lines in basement									
16	02 41 19 13 0294		SF	4" Thick Reinforced Concrete Slab On Grade Cutouts, <24 SF									$2,281.44
			Installation		Quantity 48.00	x	Unit Price 47.53	x	Factor 1.0000	=	Total 2,281.44		
				Removal of concrete for sanitary lines in basement									
17	02 41 19 16 0040		SF	Demolish Wood Or Metal Framed Interior Partition/Wall With Drywall 1 Side									$244.00
			Installation		Quantity 80.00	x	Unit Price 3.05	x	Factor 1.0000	=	Total 244.00		
				Repairs at columns for new roof drain piping									
18	02 41 19 16 0041		SF	Demolish Wood Or Metal Framed Interior Partition/Wall With Drywall 2 Sides									$2,840.00
			Installation		Quantity 800.00	x	Unit Price 3.55	x	Factor 1.0000	=	Total 2,840.00		
				Removal of existing walls at restrooms to accommodate new carriers									
19	02 41 19 16 0041		SF	Demolish Wood Or Metal Framed Interior Partition/Wall With Drywall 2 Sides									$532.50
			Installation		Quantity 150.00	x	Unit Price 3.55	x	Factor 1.0000	=	Total 532.50		
				Removal of Kitchen/Server Wall to accommodate layout									
20	03 30 53 00 0006		CF	Hand Mix And Place 3,000 PSI ConcreteFor use where conventional equipment access is limited or when directed by the owner. Includes local aggregate, sand, bagged cement (Type I) and water.									$1,570.80
			Installation		Quantity 84.00	x	Unit Price 18.70	x	Factor 1.0000	=	Total 1,570.80		
				Placement of concrete at trenches									

Job Order No: 145877.00.01
Job Order Title: Susquehanna Twp SD Building Renovations GC 25-1089 Supplemental

Bulletin #1

21	03 30 53 00 0006	0027	MOD	For 3,500 PSI Concrete, Add									$25.20
			Installation		Quantity 84.00	x	Unit Price 0.30	x	Factor 1.0000	=	Total 25.20		
22	09 21 00 00 0002		SF	Interior Partition Wall Assembly. Metal Studs With Tracks And RunnersIncludes 18 gauge 3-5/8" metal studs 16" on center with tracks, runners, and channel, one layer 5/8" drywall on each side, level 4 finish, one primer coat and two finish coats of latex paint.									$28,755.60
			Installation		Quantity 1,240.00	x	Unit Price 23.19	x	Factor 1.0000	=	Total 28,755.60		
				Install of new drywall/partitions at restrooms for new carriers									
23	09 21 00 00 0002		SF	Interior Partition Wall Assembly. Metal Studs With Tracks And RunnersIncludes 18 gauge 3-5/8" metal studs 16" on center with tracks, runners, and channel, one layer 5/8" drywall on each side, level 4 finish, one primer coat and two finish coats of latex paint.									$1,855.20
			Installation		Quantity 80.00	x	Unit Price 23.19	x	Factor 1.0000	=	Total 1,855.20		
				Repairs at columns for new roof drain piping									

Subtotal for Bulletin #1 **$39,776.32**

Bulletin #2

24	02 41 19 16 0003		SF	Scarify Concrete Floor									$247.50
			Installation		Quantity 825.00	x	Unit Price 0.30	x	Factor 1.0000	=	Total 247.50		
				Flooring Removal in Lobby									
25	07 81 23 00 0003		SF	1 Hour, Intumescent Thin Film Fireproofing For Beams (Albi Clad TF)									$23,026.50
			Installation		Quantity 1,290.00	x	Unit Price 17.85	x	Factor 1.0000	=	Total 23,026.50		
				1 hr firerpoofing									
26	09 22 16 13 0010		SF	3-5/8" Width, 16" On Center, 20 Gauge, Non-Load Bearing, Non-Structural, Galvanized Steel Stud Framing With Tracks And Runners									-$5,998.50
			Installation		Quantity -1,290.00	x	Unit Price 4.65	x	Factor 1.0000	=	Total -5,998.50		
27	09 29 10 00 0012		SF	5/8" Type C Fire Rated Gypsum Board									-$2,721.90
			Installation		Quantity -1,290.00	x	Unit Price 2.11	x	Factor 1.0000	=	Total -2,721.90		
28	09 65 16 23 0007		SF	0.080" Overall Thickness, 0.020" Wear Layer, Slip Retardant Surface, Commercial Vinyl Sheet Flooring									-$23,289.42
			Installation		Quantity -1,562.00	x	Unit Price 14.91	x	Factor 1.0000	=	Total -23,289.42		
				Deletion of flooring in kitchen as originally specified									
29	09 65 16 23 0007	0132	MOD	For >1,000, Deduct									-$2,046.22
			Installation		Quantity 1,562.00	x	Unit Price -1.31	x	Factor 1.0000	=	Total -2,046.22		
30	09 65 16 23 0010		LF	Heat Weld Patterned Vinyl Sheet Flooring Seams									-$854.00
			Installation		Quantity -100.00	x	Unit Price 8.54	x	Factor 1.0000	=	Total -854.00		
				Deletion of flooring in kitchen as originally specified									
31	09 65 16 23 0012		EA	Forming Vinyl Sheet Flooring Inside/Outside Cove Corners									-$154.08
			Installation		Quantity -8.00	x	Unit Price 19.26	x	Factor 1.0000	=	Total -154.08		
				Deletion of flooring in kitchen as originally specified									

Job Order No: 145877.00.01
Job Order Title: Susquehanna Twp SD Building Renovations GC 25-1089 Supplemental

Bulletin #2

32	09	67	23	00 0002		SF	3/16" Heavy-Duty (6,000 To 7,500 PSI) Epoxy Flooring Trowel Applied Mortar CompoundIncludes primer, one 3/16" slurry coat and top seal coats (color).					$10,184.24
							Quantity		Unit Price		Factor	Total
x						Installation	1,562.00	x	6.52	x	1.0000 =	10,184.24
							Epoxy flooring in Kitchen in lieu of originally priced floor					
33	09	68	13	00 0025		SY	30 Ounce, Patterned, Nylon Carpet Tile					$6,075.68
							Quantity		Unit Price		Factor	Total
						Installation	92.00	x	59.09	x	1.0000 =	5,436.28
						Demolition	92.00	x	6.95	x	1.0000 =	639.40
							Flooring Removal in Lobby					

Subtotal for Bulletin #2 **$4,469.80**

Bulletin #3

34	01	22	20	00 0055		HR	Engineer					$3,210.00
							Quantity		Unit Price		Factor	Total
						Installation	24.00	x	133.75	x	1.0000 =	3,210.00
							Shop Drawings for structural steel repairs					
35	01	22	20	00 0056		HR	Draft Person					$3,220.00
							Quantity		Unit Price		Factor	Total
						Installation	46.00	x	70.00	x	1.0000 =	3,220.00
							Shop Drawings for structural steel repairs					
36	05	12	23	00 0107		TON	1/2" Plate Weight 21.47 Lb./SF Connection And Stiffener Plates					$10,320.75
							Quantity		Unit Price		Factor	Total
						Installation	0.65	x	15,878.08	x	1.0000 =	10,320.75
							Structural Steel for duct chase					
37	05	12	23	00 0280		LF	W16 x 36 A992/A36 Structural Beam Or Girder					$8,755.92
							Quantity		Unit Price		Factor	Total
						Installation	72.00	x	121.61	x	1.0000 =	8,755.92
							Structural Steel for duct chase					
38	05	12	23	00 0294		LF	W14 x 30 A992/A36 Structural Beam Or Girder					$6,730.68
							Quantity		Unit Price		Factor	Total
						Installation	66.00	x	101.98	x	1.0000 =	6,730.68
							Structural Steel for duct chase					
39	05	12	23	00 0295		LF	W14 x 26 A992/A36 Structural Beam Or Girder					$4,170.32
							Quantity		Unit Price		Factor	Total
						Installation	44.00	x	94.78	x	1.0000 =	4,170.32
							Structural Steel for duct chase					
40	05	12	23	00 0331		LF	W8 x 21 A992/A36 Structural Beam Or Girder					$21,663.36
							Quantity		Unit Price		Factor	Total
						Installation	288.00	x	75.22	x	1.0000 =	21,663.36
							Structural Steel for duct chase					
41	05	12	23	00 0409		LF	1-1/2" x 1" x 3/16" Thick, Plain Steel Angle Iron					$3,553.28
							Quantity		Unit Price		Factor	Total
						Installation	512.00	x	6.94	x	1.0000 =	3,553.28
							Structural Steel for duct chase					
42	05	12	23	00 0409	0026	MOD	For >500 To 1,000, Deduct					-$450.56
							Quantity		Unit Price		Factor	Total
						Installation	512.00	x	-0.88	x	1.0000 =	-450.56

Job Order No: 145877.00.01
Job Order Title: Susquehanna Twp SD Building Renovations GC 25-1089 Supplemental

Bulletin #3

43	05 12 23 00 0445		LF	3" x 3" x 5/16" Thick, Plain Steel Angle Iron									$5,661.04
			Installation	Quantity 308.00	x	Unit Price 18.38	x	Factor 1.0000	=	Total 5,661.04			
			Structural Steel for duct chase										
44	05 12 23 00 0445	0025	MOD	For >250 To 500, Deduct									-$425.04
			Installation	Quantity 308.00	x	Unit Price -1.38	x	Factor 1.0000	=	Total -425.04			
45	05 21 19 00 0001		TON	H, J Or K Open Web Joist, Up To 30' Span, Steel, Horizontal Bridging									$2,985.30
			Installation	Quantity 0.00	x	Unit Price 2,806.50	x	Factor 1.0000	=	Total 0.00			
			Demolition	15.00	x	199.02	x	1.0000	=	2,985.30			
			Structural Steel for duct chase										

Subtotal for Bulletin #3 **$69,395.05**

Elevator Sump Pump

46	02 41 19 13 0294		SF	4" Thick Reinforced Concrete Slab On Grade Cutouts, <24 SF									$2,281.44
			Installation	Quantity 48.00	x	Unit Price 47.53	x	Factor 1.0000	=	Total 2,281.44			
			Removal of concrete at sump pump pit										
47	03 31 13 00 0028		CY	Up To 6", Direct Chute, Place 3000 PSI Concrete Slab On Grade									$551.04
			Installation	Quantity 3.00	x	Unit Price 183.68	x	Factor 1.0000	=	Total 551.04			
			Concrete for Elevator pit										
48	03 31 13 00 0028	0038	MOD	For Up To 20, Add									$50.64
			Installation	Quantity 3.00	x	Unit Price 16.88	x	Factor 1.0000	=	Total 50.64			
49	03 31 13 00 0070		CY	50' Haul, Non-Motorized, Concrete Buggy									$70.74
			Installation	Quantity 3.00	x	Unit Price 23.58	x	Factor 1.0000	=	Total 70.74			
			Concrete for Elevator pit										
50	03 31 13 00 0079		EA	Up To 3 CY, Delivery Fee For Small Concrete Purchases (Short Load)									$225.00
			Installation	Quantity 1.00	x	Unit Price 225.00	x	Factor 1.0000	=	Total 225.00			
			Concrete for Elevator pit										

Subtotal for Elevator Sump Pump **$3,178.86**

Proposal Total **$125,413.41**

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

The Percentage of NPP on this Proposal: **%**

Job Order

JOC Contract No.: 2021JOCC-33

☐ **New Job Order** ☒ **Modify an Existing Job Order**

Job Order Number: 145877.01.01

Job Order Title: Susquehanna Twp SD Building Renovations PL 25-1089 Supplemental

Contact:	Terry Heller	Contractor Name:	Lobar Associates Construction
Phone:		Contact:	Amy Navratil
		Phone:	717-432-3429

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Brief Task Order Description:

Time of Performance Estimated Start Date:

Estimated Completetion Date:

Liquidated Damages Will apply: ☐ Will NOT apply: ☒

Validation Information

Option 3 - Prevailing Wage Norma ***1.0500***

Job Order Firm Fixed Price: $66,130.91

Owner Purchase Order:

Approvals

Project Manager	Date	Contractor Representative	Date
Agency Representative	Date	Agency Representative	Date
Agency Representative	Date	Agency Representative	Date

Scope of Work

To: Terry Heller
KPN - Susquehanna Township School District

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

Job Order No: 145877.01.01
Job Order Title: Susquehanna Twp SD Building Renovations PL 25-1089 Supplemental

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

Subject to the terms and conditions of JOC Contract 2021JOCC-33.

Terry Heller, _____ Date _____

Amy Navratil, _____ Date _____

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

Date: July 17, 2026

Re:

IQC Master Contract #:	2021JOCC-33
JOC Work Order #:	145877.01.01
Owner PO #:	
Title:	Susquehanna Twp SD Building Renovations PL 25-1089 Supplemental
Contractor:	Lobar Associates Construction
Proposal Value:	$66,130.91

Bulletin #1	**$27,006.89**
Bulletin #3	**$22,716.46**
Elevator Sump Pump	**$16,407.56**
Proposal Total	**$66,130.91**

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

The Percentage of NPP on this Proposal: %

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

Date: July 17, 2026

Re:

IQC Master Contract #:	2021JOCC-33
JOC Work Order #:	145877.01.01
Owner PO #:	
Title:	Susquehanna Twp SD Building Renovations PL 25-1089 Supplemental
Contractor:	Lobar Associates Construction
Proposal Value:	$66,130.91

	Sect.	Item	Mod.	UOM	Description	Line Total
Labor	Equip.	Material	(Excludes)			
Bulletin #1						
1	02 41 19	13 0030		EA	Drill 4" Diameter Core In Up To 4" Concrete	$391.15
				Installation	Quantity 4.00 x Unit Price 93.13 x Factor 1.0500 = Total 391.15	
					Drilling/patching concrete for pipe	
2	02 41 19	13 0031		EA	Drill 6" Diameter Core In Up To 4" Concrete	$109.60
				Installation	Quantity 1.00 x Unit Price 104.38 x Factor 1.0500 = Total 109.60	
					Drilling/patching concrete for pipe	
3	07 84 13	19 0024		EA	4" Diameter Hole With 1/2" Pipe, Sealed With Intumescent Firestop Sealant (3M CP 25WB+)	$312.44
				Installation	Quantity 4.00 x Unit Price 74.39 x Factor 1.0500 = Total 312.44	
					Drilling/patching concrete for pipe	
4	07 84 13	19 0032		EA	6" Diameter Hole With 1/2" Pipe, Sealed With Intumescent Firestop Sealant (3M CP 25WB+)	$126.81
				Installation	Quantity 1.00 x Unit Price 120.77 x Factor 1.0500 = Total 126.81	
					Drilling/patching concrete for pipe	
5	09 91 13	00 0464		SF	2 Coats Alkyd Enamel Paint, Brush/Roller Work, Paint Exterior Miscellaneous Metal Surfaces	$937.86
				Installation	Quantity 290.00 x Unit Price 3.08 x Factor 1.0500 = Total 937.86	
					Painting of Gas Line	
6	09 91 13	00 0464	0228	MOD	For Epoxy Paint, Add	$106.58
				Installation	Quantity 290.00 x Unit Price 0.35 x Factor 1.0500 = Total 106.58	
7	22 07 19	00 0049		LF	2" Diameter Pipe, 2" Thick, Fiberglass Insulation With All Service Jacket (ASJ)	$3,165.44
				Installation	Quantity 130.00 x Unit Price 23.19 x Factor 1.0500 = Total 3,165.44	
					Insulation of 2" copper pipe for water line make-up for HVAC Systems	
8	22 11 16	00 0868		LF	2" Inside Diameter, Type L, Copper Pipe/Tubing With Fittings AssemblyIncludes all hangers and couplings, elbow, tee, reducer fittings. All hangers are complete assemblies. Not for use where detail is available.	$8,052.14
				Installation	Quantity 130.00 x Unit Price 58.99 x Factor 1.0500 = Total 8,052.14	
					2" copper line for water line make-up for HVAC systems in Basement	
9	22 11 16	00 1347		EA	1" Polypropylene, Heat Fusion, Ball Valve	$234.72
				Installation	Quantity 2.00 x Unit Price 111.77 x Factor 1.0500 = Total 234.72	
					Valves for water line make-up	

Job Order No: 145877.01.01
Job Order Title: Susquehanna Twp SD Building Renovations PL 25-1089 Supplemental

Bulletin #1

10	22	11	16	00 1350	EA	2" Polypropylene, Heat Fusion, Ball Valve							$373.16
							Quantity		Unit Price		Factor		Total
						Installation	1.00	x	355.39	x	1.0500	=	373.16
						Valves for water line make-up							
11	22	13	16	00 0510	LF	4" Underground Schedule 40 Polyvinyl Chloride (PVC) DWV Pipe AssemblyIncludes all fittings and couplings. Fittings are assumed every 20'. Excludes earthwork excavation, backfill and compaction. Not for use where detail is available.							$2,479.05
							Quantity		Unit Price		Factor		Total
						Installation	60.00	x	39.35	x	1.0500	=	2,479.05
						Extension of 4" sanitary line into mechanical room							
12	22	13	16	00 0511	LF	6" Underground Schedule 40 Polyvinyl Chloride (PVC) DWV Pipe AssemblyIncludes all fittings and couplings. Fittings are assumed every 20'. Excludes earthwork excavation, backfill and compaction. Not for use where detail is available.							$4,454.73
							Quantity		Unit Price		Factor		Total
						Installation	60.00	x	70.71	x	1.0500	=	4,454.73
						Extension of 6" line from mechanical room to bathroom							
13	22	13	19	13 0028	EA	6" x 6" Floor Drain With 2" Bottom Outlet, Nikaloy Top							$2,269.62
							Quantity		Unit Price		Factor		Total
						Installation	2.00	x	1,080.77	x	1.0500	=	2,269.62
						(2) additional floor drains at mechanical room							
14	22	33	30	16 0030	EA	28" Diameter, 2-1/2" Deep, Polyethylene Water Heater Drain Pan							-$125.77
							Quantity		Unit Price		Factor		Total
						Installation	-2.00	x	59.89	x	1.0500	=	-125.77
						Deletion of 2 pans since we only need 1 gas water generator							
15	22	33	33	00 0072	EA	30 KW, 120 Gallon, Heavy-Duty Electric Commercial Water Heater (DSE-120-30)							-$82,149.67
							Quantity		Unit Price		Factor		Total
						Installation	-3.00	x	26,079.26	x	1.0500	=	-82,149.67
						Deletion of 3 electric water heaters due to gas being introduced to building							
16	22	34	36	23 0012	EA	1,500 MBH Input, Domestic Hot Water Boiler, Natural Gas Fired, High Efficiency							$49,601.96
							Quantity		Unit Price		Factor		Total
						Installation	1.00	x	47,239.96	x	1.0500	=	49,601.96
						Gas water generator being included in lieu of electric water heater							
17	23	21	13	23 0008	LF	2" Schedule 40 Threaded Black Steel Pipe With 150 Lb. Malleable Iron Fitting AssemblyIncludes all hangers and all fittings (couplings, elbows, tees and reducer fittings). All hangers are complete assemblies. Not for use where detail is available.							$1,961.82
							Quantity		Unit Price		Factor		Total
						Installation	40.00	x	46.71	x	1.0500	=	1,961.82
						2" gas line in basement and roof							
18	23	21	13	23 0009	LF	2-1/2" Schedule 40 Threaded Black Steel Pipe With 150 Lb. Malleable Iron Fitting AssemblyIncludes all hangers and all fittings (couplings, elbows, tees and reducer fittings). All hangers are complete assemblies. Not for use where detail is available.							$3,252.52
							Quantity		Unit Price		Factor		Total
						Installation	46.00	x	67.34	x	1.0500	=	3,252.52
						Gas line at basement and roof							

Job Order No: 145877.01.01
Job Order Title: Susquehanna Twp SD Building Renovations PL 25-1089 Supplemental

Bulletin #1

19	23 21 13 23 0010		LF	3" Schedule 40 Threaded Black Steel Pipe With 150 Lb. Malleable Iron Fitting AssemblyIncludes all hangers and all fittings (couplings, elbows, tees and reducer fittings). All hangers are complete assemblies. Not for use where detail is available.								$6,029.00
					Quantity		Unit Price		Factor	=	Total	
				Installation	67.00	x	85.70	x	1.0500	=	6,029.00	
				Vertical gas line from 1st floor up to roof								
20	23 21 13 23 0011		LF	4" Schedule 40 Threaded Black Steel Pipe With 150 Lb. Malleable Iron Fitting AssemblyIncludes all hangers and all fittings (couplings, elbows, tees and reducer fittings). All hangers are complete assemblies. Not for use where detail is available.								$16,767.16
					Quantity		Unit Price		Factor	=	Total	
				Installation	137.00	x	116.56	x	1.0500	=	16,767.16	
				Main gas line from meter to 3" vertical line								
21	23 21 13 23 0503		EA	2-1/2" Standard Weight, Welded Plain End Black Steel Reducing Tee								$1,976.81
					Quantity		Unit Price		Factor	=	Total	
				Installation	4.00	x	470.67	x	1.0500	=	1,976.81	
				Reducing tee's for gas line								
22	23 21 13 23 0504		EA	3" Standard Weight, Welded Plain End Black Steel Reducing Tee								$1,185.16
					Quantity		Unit Price		Factor	=	Total	
				Installation	2.00	x	564.36	x	1.0500	=	1,185.16	
				Reducing tee's for gas line								
23	23 21 13 23 0505		EA	4" Standard Weight, Welded Plain End Black Steel Reducing Tee								$852.71
					Quantity		Unit Price		Factor	=	Total	
				Installation	1.00	x	812.10	x	1.0500	=	852.71	
				Reducing tee's for gas line								
24	31 23 16 13 0007		CY	Excavation For Trenching By Hand In SoilIncludes stockpiling excess materials and trimming sides and bottom of trench.								$4,641.89
					Quantity		Unit Price		Factor	=	Total	
				Installation	35.00	x	126.31	x	1.0500	=	4,641.89	
				250 SF of 3' depth for hand digging for sanitary piping/floor drains								

Subtotal for Bulletin #1 **$27,006.89**

Bulletin #3

25	21 13 13 00 0007		EA	Concealed Piping, Ordinary Hazard, Per Head, Complete Wet-Pipe Sprinkler System AssemblyIncludes branch pipe and fittings, supports and sprinkler heads with flat or conical escutcheon.								$19,337.64
					Quantity		Unit Price		Factor	=	Total	
				Installation	16.00	x	1,151.05	x	1.0500	=	19,337.64	
				4 head move/reinstalls per floor for total of 16 heads								
26	21 13 13 00 0007	0010	MOD	For >10 To 20, Add								$3,378.82
					Quantity		Unit Price		Factor	=	Total	
				Installation	16.00	x	201.12	x	1.0500	=	3,378.82	

Subtotal for Bulletin #3 **$22,716.46**

Elevator Sump Pump

27	22 13 16 00 0515		LF	1-1/2" Aboveground Schedule 40 Polyvinyl Chloride (PVC) DWV Pipe AssemblyIncludes all fittings, couplings and hangers. Fittings are assumed every 10'. Not for use where detail is available.								$4,475.52
					Quantity		Unit Price		Factor	=	Total	
				Installation	120.00	x	30.22	x	1.0500	=	3,807.72	
				Demolition	120.00	x	5.30	x	1.0500	=	667.80	
				Piping for drain line								

Job Order No: 145877.01.01
Job Order Title: Susquehanna Twp SD Building Renovations PL 25-1089 Supplemental

Elevator Sump Pump

28	22	13	29	13 0003	EA	1/2 HP, Up To 75 GPM Sump Or Drainage Pump, Vertical Non-Clog, 2-1/2" Discharge Pipe, 1,750 RPM							$10,195.57
							Quantity		Unit Price		Factor		Total
						Installation	1.00	x	8,196.91	x	1.0500	=	8,606.76
						Demolition	1.00	x	1,513.16	x	1.0500	=	1,588.82
						Sump Pump							
29	22	13	29	16 0061	EA	Simplex Plug In Pump Control Panel with Alarm Float Only, 115 Volt, 1 Phase, 0-15 Amperes Range, Indoor/Outdoor, NEMA 4X Enclosure For Submersible Sewage PumpIncludes alarm horn, warning light and alarm float switch.							$868.04
							Quantity		Unit Price		Factor		Total
						Installation	1.00	x	826.70	x	1.0500	=	868.04
						Panel for power at sump pump							
30	22	13	29	33 0011	EA	24" Diameter x 30" High Fiberglass Basin And Lid With Inlet And Hub							$868.43
							Quantity		Unit Price		Factor		Total
						Installation	1.00	x	827.08	x	1.0500	=	868.43
						Basin for Sump Pump							

Subtotal for Elevator Sump Pump **$16,407.56**

Proposal Total **$66,130.91**

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

The Percentage of NPP on this Proposal: **%**

Job Order

JOC Contract No.: 2021JOCC-34

☐ **New Job Order** ☒ **Modify an Existing Job Order**

Job Order Number: 145877.02.01

Job Order Title: Susquehanna Twp SD Building Renovations HVAC 25-1089 Supplemental

Contact:	Terry Heller	Contractor Name:	Lobar Associates Construction
Phone:		Contact:	Amy Navratil
		Phone:	717-432-3429

Work to be Performed

Work to be performed as per the Final Scope of Work and the Price Proposal dated 03/18/2026, and as per the terms and conditions of JOC Contract No 2021JOCC-34.

Brief Task Order Description:

Time of Performance Estimated Start Date:

Estimated Completetion Date:

Liquidated Damages Will apply: ☐ Will NOT apply: ☒

Validation Information

Option 3 - Prevailing Wage Norma ***1.0500***

Job Order Firm Fixed Price: $150,950.67

Owner Purchase Order:

Approvals

Project Manager	Date	Contractor Representative	Date
Agency Representative	Date	Agency Representative	Date
Agency Representative	Date	Agency Representative	Date

Scope of Work

To: Terry Heller
KPN - Susquehanna Township School District

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

Job Order No: 145877.02.01
Job Order Title: Susquehanna Twp SD Building Renovations HVAC 25-1089 Supplemental

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

Subject to the terms and conditions of JOC Contract 2021JOCC-34.

Terry Heller, Date

Amy Navratil, Date

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

Date: July 17, 2026

Re:

IQC Master Contract #:	2021JOCC-34
JOC Work Order #:	145877.02.01
Owner PO #:	
Title:	Susquehanna Twp SD Building Renovations HVAC 25-1089 Supplemental
Contractor:	Lobar Associates Construction
Proposal Value:	$150,950.67

Bulletin #1	**$72,332.27**
Bulletin #1/3	**$11,977.38**
Bulletin #3	**$13,673.65**
Duct Chase	**$52,967.37**
Proposal Total	**$150,950.67**

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

The Percentage of NPP on this Proposal: **%**

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

Date: July 17, 2026

Re:
IQC Master Contract #: 2021JOCC-34
JOC Work Order #: 145877.02.01
Owner PO #:
Title: Susquehanna Twp SD Building Renovations HVAC 25-1089 Supplemental
Contractor: Lobar Associates Construction
Proposal Value: $150,950.67

	Sect.	Item	Mod.	UOM	Description	Line Total
Labor	Equip.	Material	(Excludes)			

Bulletin #1

1 22 07 19 00 0047 LF 1-1/4" Diameter Pipe, 2" Thick, Fiberglass Insulation With All Service Jacket (ASJ) $7,287.84

	Quantity		Unit Price		Factor	=	Total
Installation	320.00	x	21.69	x	1.0500	=	7,287.84

Insulation on piping

2 22 07 19 00 0053 LF 6" Diameter Pipe, 2" Thick, Fiberglass Insulation With All Service Jacket (ASJ) $9,547.27

	Quantity		Unit Price		Factor	=	Total
Installation	228.00	x	33.17	x	1.0500	=	7,940.90
Demolition	228.00	x	6.71	x	1.0500	=	1,606.37

Removing piping assembly to accommodate new layout and rerouting

3 22 13 16 00 0519 LF 6" Aboveground Schedule 40 Polyvinyl Chloride (PVC) DWV Pipe AssemblyIncludes all fittings, couplings and hangers. Fittings are assumed every 10'. Not for use where detail is available. $26,108.96

	Quantity		Unit Price		Factor	=	Total
Installation	228.00	x	96.44	x	1.0500	=	23,087.74
Demolition	228.00	x	12.62	x	1.0500	=	3,021.23

Removing piping assembly to accommodate new layout and rerouting

4 23 05 53 00 0006 EA 1-1/4" Outside Diameter Snap-On Plastic Marker $98.11

	Quantity		Unit Price		Factor	=	Total
Installation	4.00	x	23.36	x	1.0500	=	98.11

Piping labeling

5 23 05 93 00 0075 EA Up To 100', Up To 1-1/2" Piping, Hydrostatic Testing $4,029.94

	Quantity		Unit Price		Factor	=	Total
Installation	4.00	x	959.51	x	1.0500	=	4,029.94

Testing of piping

6 23 21 13 23 0006 LF 1-1/4" Schedule 40 Threaded Black Steel Pipe With 150 Lb. Malleable Iron Fitting AssemblyIncludes all hangers and all fittings (couplings, elbows, tees and reducer fittings). All hangers are complete assemblies. Not for use where detail is available. $12,277.44

	Quantity		Unit Price		Factor	=	Total
Installation	320.00	x	36.54	x	1.0500	=	12,277.44

Associated piping required for the pumps

7 23 21 16 00 0160 EA 1-1/4" Screwed Ends, Iron Construction, Water Pressure Reducing Valve $2,727.69

	Quantity		Unit Price		Factor	=	Total
Installation	4.00	x	649.45	x	1.0500	=	2,727.69

Valves at every pump

8 23 21 23 13 0002 EA 3 HP, 50 GPM At 100' Head, Single Stage Cast Iron In-Line Circulating Pump $14,173.68

	Quantity		Unit Price		Factor	=	Total
Installation	2.00	x	6,749.37	x	1.0500	=	14,173.68

P-6A/P-6B

9 23 21 23 16 0018 EA 3 HP, 90 GPM Cast Iron Centrifugal Pump, Single Stage, Vertical Split Case $23,362.52

	Quantity		Unit Price		Factor	=	Total
Installation	2.00	x	11,125.01	x	1.0500	=	23,362.52

P-5A/P-5B

Job Order No: 145877.02.01
Job Order Title: Susquehanna Twp SD Building Renovations HVAC 25-1089 Supplemental

Bulletin #1

10	23 21 23 16 0019		EA	5 HP, 100 GPM Cast Iron Centrifugal Pump, Single Stage, Vertical Split Case								-$27,281.18
			Installation	Quantity	x	Unit Price	x	Factor	=	Total		
				-2.00		12,991.04		1.0500		-27,281.18		
			Deletion of Old Pumps in bid									

Subtotal for Bulletin #1 **$72,332.27**

Bulletin #1/3

11	23 33 13 16 0249		EA	36" x 18" Louver Type Fire Damper, Steel Construction, UL Listed, 1-1/2 Hour Rated								$422.27
			Installation	Quantity	x	Unit Price	x	Factor	=	Total		
				1.00		402.16		1.0500		422.27		
			Louvers not shown on original and included in Bulletin #1/#3									
12	23 33 13 16 0259		EA	40" x 14" Louver Type Fire Damper, Steel Construction, UL Listed, 1-1/2 Hour Rated								$409.65
			Installation	Quantity	x	Unit Price	x	Factor	=	Total		
				1.00		390.14		1.0500		409.65		
			Louvers not shown on original and included in Bulletin #1/#3									
13	23 33 13 16 0342		EA	60" x 40" Louver Type Fire Damper, Steel Construction, UL Listed, 1-1/2 Hour Rated								$11,145.46
			Installation	Quantity	x	Unit Price	x	Factor	=	Total		
				12.00		884.56		1.0500		11,145.46		
			Louvers not shown on original and included in Bulletin #1/#3									

Subtotal for Bulletin #1/3 **$11,977.38**

Bulletin #3

14	22 07 19 00 0255		LF	6" Diameter Pipe, 4" Thick Foamglas Insulation								$6,986.70
			Installation	Quantity	x	Unit Price	x	Factor	=	Total		
				60.00		110.90		1.0500		6,986.70		
			Relocated 30' line of exterior liquid cooling									
15	22 07 19 00 0255	0042	MOD	For Work In Restricted Working Space, Add								$1,031.94
			Installation	Quantity	x	Unit Price	x	Factor	=	Total		
				60.00		16.38		1.0500		1,031.94		
16	23 21 13 23 2392		LF	6" Schedule 80 Polyvinyl Chloride (PVC) Pressure Pipe								$3,241.35
			Installation	Quantity	x	Unit Price	x	Factor	=	Total		
				60.00		51.45		1.0500		3,241.35		
			Relocated 30' line of exterior liquid cooling									
17	23 21 13 23 2392	0036	MOD	For Work In Restricted Working Space, Add								$512.82
			Installation	Quantity	x	Unit Price	x	Factor	=	Total		
				60.00		8.14		1.0500		512.82		
18	23 21 13 23 2405		EA	6" Schedule 80 Polyvinyl Chloride (PVC) 90 Degree Elbows								$709.38
			Installation	Quantity	x	Unit Price	x	Factor	=	Total		
				2.00		337.80		1.0500		709.38		
			Relocated 30' line of exterior liquid cooling									
19	23 21 13 23 2499		EA	6" Schedule 80 Polyvinyl Chloride (PVC) Couplings								$1,191.46
			Installation	Quantity	x	Unit Price	x	Factor	=	Total		
				4.00		283.68		1.0500		1,191.46		
			Relocated 30' line of exterior liquid cooling									

Subtotal for Bulletin #3 **$13,673.65**

Duct Chase

Job Order No: 145877.02.01
Job Order Title: Susquehanna Twp SD Building Renovations HVAC 25-1089 Supplemental

Duct Chase

20	22 07 19 00 0053	LF	6" Diameter Pipe, 2" Thick, Fiberglass Insulation With All Service Jacket (ASJ)		$7,105.01
		Installation	Quantity 204.00 x Unit Price 33.17 x Factor 1.0500 = Total 7,105.01		
			Reconfiguration of lines required for duct chase		
21	23 21 13 23 0013	LF	6" Schedule 40 Threaded Black Steel Pipe With 150 Lb. Malleable Iron Fitting AssemblyIncludes all hangers and all fittings (couplings, elbows, tees and reducer fittings). All hangers are complete assemblies. Not for use where detail is available.		$45,862.36
		Installation	Quantity 204.00 x Unit Price 214.11 x Factor 1.0500 = Total 45,862.36		
			Reconfiguration of lines required for duct chase		

Subtotal for Duct Chase **$52,967.37**

Proposal Total **$150,950.67**

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

The Percentage of NPP on this Proposal: **%**

GORDIAN®

Job Order

JOC Contract No.: 2021JOCC-32

☐ **New Job Order** ☒ **Modify an Existing Job Order**

Job Order Number: 145877.03.01

Job Order Title: Susquehanna Twp SD Building Renovations EL 25-1089 Supplemental

Contact:	Terry Heller	Contractor Name:	Lobar Associates Construction
Phone:		Contact:	Amy Navratil
		Phone:	717-432-3429

Work to be Performed

Work to be performed as per the Final Scope of Work and the Price Proposal dated 03/18/2026, and as per the terms and conditions of JOC Contract No 2021JOCC-32.

Brief Task Order Description:

Time of Performance Estimated Start Date:

Estimated Completetion Date:

Liquidated Damages Will apply: ☐ Will NOT apply: ☒

Validation Information

Option 3 - Prevailing Wage Norma ***0.9000***

Job Order Firm Fixed Price: $-31,438.57

Owner Purchase Order:

Approvals

Project Manager	Date	Contractor Representative	Date
Agency Representative	Date	Agency Representative	Date
Agency Representative	Date	Agency Representative	Date

Scope of Work

To: Terry Heller
KPN - Susquehanna Township School District

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

Job Order No: 145877.03.01
Job Order Title: Susquehanna Twp SD Building Renovations EL 25-1089 Supplemental

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

Subject to the terms and conditions of JOC Contract 2021JOCC-32.

Terry Heller, Date

Amy Navratil, Date

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

Date: July 17, 2026

Re:

IQC Master Contract #:	2021JOCC-32
JOC Work Order #:	145877.03.01
Owner PO #:	
Title:	Susquehanna Twp SD Building Renovations EL 25-1089 Supplemental
Contractor:	Lobar Associates Construction
Proposal Value:	-$31,438.57

100% Plan Set	**$17,471.23**
Bulletin #1	**-$211,206.81**
Bulletin #2	**$97,369.97**
Condensate Pump	**$45,749.91**
Data Backbone	**$3,269.88**
Duct Chase	**$12,010.94**
Elevator Access	**$5,225.72**
Elevator Access Controls	**$4,808.28**
Elevator Sump Pump	**$6,944.24**
New Home Runs	**$108,450.06**
Overhead Door	**$1,249.03**
Owner Completed Items	**-$122,781.01**
Proposal Total	**-$31,438.57**

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

The Percentage of NPP on this Proposal: **%**

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

Date: July 17, 2026

Re:

IQC Master Contract #:	2021JOCC-32
JOC Work Order #:	145877.03.01
Owner PO #:	
Title:	Susquehanna Twp SD Building Renovations EL 25-1089 Supplemental
Contractor:	Lobar Associates Construction
Proposal Value:	-$31,438.57

	Sect.	Item	Mod.	UOM	Description	Line Total
Labor	Equip.	Material	(Excludes)			
100% Plan Set						
1	26 05 33	13 0003		CLF	1/2" Electrical Metallic Tubing (EMT) Conduit Assembly With 2 #12 Copper THHN And 1 #12 Copper Insulated Grounding ConductorIncludes conduit, set screw connectors, set screw couplings, straps, wire as indicated. Not for use where detail is available.	$2,315.28
					Quantity x Unit Price x Factor = Total	
				Installation	2.40 x 1,071.89 x 0.9000 = 2,315.28	
					Electrical wiring to the additional 20 boxes	
2	26 05 33	16 0286		EA	Recessed Prewired Assembly With Surface Style Cover (Wiremold 6ATCP)For carpet, tile, wood and laminate floors. For use in 6" diameter cored hole. Devices are recessed 3 1/4" below floor surface. Die-cast aluminum cover assembly is available in the following finishes: (BK) painted black, (GY) painted gray, (NK) nickel, (BS) brass, and (BZ) bronze.	$14,856.30
					Quantity x Unit Price x Factor = Total	
				Installation	20.00 x 825.35 x 0.9000 = 14,856.30	
					20 Additional floor boxes shown on permit set drawings	
3	27 15 13	00 0114		MLF	4-Pair Solid UTP, 23 AWG, Category 6A, Indoor Telecommunications Riser Cable, Installed In Conduit	$299.65
					Quantity x Unit Price x Factor = Total	
				Installation	0.24 x 1,387.25 x 0.9000 = 299.65	
					Additional CAT 6 cabling for floor boxes	
Subtotal for 100% Plan Set						**$17,471.23**
Bulletin #1						
4	26 05 33	13 0010		CLF	3/4" Electrical Metallic Tubing (EMT) Conduit Assembly With 2 #12 Copper THHN And 1 #12 Copper Insulated Grounding ConductorIncludes conduit, set screw connectors, set screw couplings, straps, wire as indicated. Not for use where detail is available.	-$38,965.17
					Quantity x Unit Price x Factor = Total	
				Installation	-36.39 x 1,189.74 x 0.9000 = -38,965.17	
					Deletion of conduit and wiring throughout with the changes to panel upgrade	
5	26 13 19	00 0007		EA	2,000 Amperes, 1,000 MVA, Vacuum Circuit Breaker, 13.8 KV Substation, Secondary Distribution Section	-$172,241.64
					Quantity x Unit Price x Factor = Total	
				Installation	-2.00 x 95,689.80 x 0.9000 = -172,241.64	
					Deletion of gear replacement	
Subtotal for Bulletin #1						**-$211,206.81**
Bulletin #2						
6	26 05 33	13 0011		CLF	3/4" Electrical Metallic Tubing (EMT) Conduit Assembly With 3 #12 Copper THHN And 1 #12 Copper Insulated Grounding ConductorIncludes conduit, set screw connectors, set screw couplings, straps, wire as indicated. Not for use where detail is available.	$32,176.68
					Quantity x Unit Price x Factor = Total	
				Installation	27.74 x 1,288.82 x 0.9000 = 32,176.68	
					Additional added wiring	

Job Order No: 145877.03.01
Job Order Title: Susquehanna Twp SD Building Renovations EL 25-1089 Supplemental

Bulletin #2

7	26 27 26 00 0128	EA	1 Gang, 20 Amperes, 120/277 Volt, SPST, Switch Assembly									$456.26
				Quantity		Unit Price		Factor	=	Total		
		Installation		4.00	x	126.74	x	0.9000		456.26		
			Switch Control for (4) added rooms									
8	26 51 19 00 0059	EA	2' x 4', 6,000 Lumens, Volumetric, Lay-In/Troffer LED Fixture (Lithonia 2RTL4)									$6,012.07
				Quantity		Unit Price		Factor	=	Total		
		Installation		8.00	x	835.01	x	0.9000		6,012.07		
			Added 8 RB-35 lights for all added rooms									
9	26 52 13 16 0002	EA	Single Face, Thermoplastic Housing, LED Exit Sign (Lithonia LQM-S-W-3-R-120/277-M6)									-$581.34
				Quantity		Unit Price		Factor	=	Total		
		Installation		-3.00	x	215.31	x	0.9000		-581.34		
			Removal of 3 exit signs									
10	27 05 29 00 0010	EA	2" Hook Size, Pre-Galvanized Finish, Screw On Angle Bracket Attachment, Communications And Low Voltage Cable Hook (J-Hook) (Cooper B-line BCH32-RB)									$8,437.34
				Quantity		Unit Price		Factor	=	Total		
		Installation		546.00	x	17.17	x	0.9000		8,437.34		
			Additional telecommunications scope									
11	27 11 19 00 0011	EA	48 Port, Category 6 Patch Panel									$766.16
				Quantity		Unit Price		Factor	=	Total		
		Installation		1.00	x	851.29	x	0.9000		766.16		
			Additional telecommunications scope									
12	27 11 19 00 0016	EA	Terminate One End Of A 4 Pair Cable To Category "X" Specifications									$1,668.28
				Quantity		Unit Price		Factor	=	Total		
		Installation		36.00	x	51.49	x	0.9000		1,668.28		
			Additional telecommunications scope									
13	27 13 13 13 0014	EA	Certify 1-Pair Of A Copper Communications Cable									$353.16
				Quantity		Unit Price		Factor	=	Total		
		Installation		36.00	x	10.90	x	0.9000		353.16		
			Additional telecommunications scope									
14	27 15 13 00 0114	MLF	4-Pair Solid UTP, 23 AWG, Category 6A, Indoor Telecommunications Riser Cable, Installed In Conduit									$35,220.89
				Quantity		Unit Price		Factor	=	Total		
		Installation		28.21	x	1,387.25	x	0.9000		35,220.89		
			Additional telecommunications scope									
15	27 15 43 00 0002	EA	One Port, Single Gang, Plastic Communication Faceplate With Station ID									$1,360.00
				Quantity		Unit Price		Factor	=	Total		
		Installation		137.00	x	11.03	x	0.9000		1,360.00		
			Additional telecommunications scope									
16	27 15 43 00 0059	EA	One Port, Surface Mount Plastic Communication Box With Station ID									$7,666.25
				Quantity		Unit Price		Factor	=	Total		
		Installation		207.00	x	41.15	x	0.9000		7,666.25		
			Additional telecommunications scope									
17	27 16 19 00 0004	EA	ST To ST Connectors, 1 Meter Length, Singlemode, Simplex Fiber Optic Patch Cable									$3,834.22
				Quantity		Unit Price		Factor	=	Total		
		Installation		72.00	x	59.17	x	0.9000		3,834.22		
			Additional telecommunications scope									

Subtotal for Bulletin #2 **$97,369.97**

Job Order No: 145877.03.01
Job Order Title: Susquehanna Twp SD Building Renovations EL 25-1089 Supplemental

Condensate Pump

18	26 05 33 13 0014		CLF	3/4" Electrical Metallic Tubing (EMT) Conduit Assembly With 2 #10 Copper THHN And 1 #12 Copper Insulated Grounding ConductorIncludes conduit, set screw connectors, set screw couplings, straps, wire as indicated. Not for use where detail is available.							$35,512.59
					Quantity		Unit Price		Factor		Total
				Installation	31.59	x	1,249.08	x	0.9000	=	35,512.59
				Wiring assembly for 92 condensate pumps for HVAC							
19	26 05 33 13 0014	0481	MOD	For 2 #10 THWN Conductor Instead Of THHN, Add							$82.73
					Quantity		Unit Price		Factor		Total
				Installation	31.59	x	2.91	x	0.9000	=	82.73
20	26 27 26 00 0005		EA	20 Amperes, 1 Gang, NEMA 5-20, Duplex Receptacle Assembly							$10,154.59
					Quantity		Unit Price		Factor		Total
				Installation	92.00	x	122.64	x	0.9000	=	10,154.59
				Plugs for condensate pump							

Subtotal for Condensate Pump **$45,749.91**

Data Backbone

21	26 05 33 13 0071		LF	4" Rigid Galvanized Steel (RGS) Conduit With Threaded Coupling							$3,269.88
					Quantity		Unit Price		Factor		Total
				Installation	40.00	x	74.90	x	0.9000	=	2,696.40
				Demolition	40.00	x	15.93	x	0.9000	=	573.48
				Rework/reinstall existing conduits for MDF and IDF							

Subtotal for Data Backbone **$3,269.88**

Duct Chase

22	26 05 19 16 0548		MLF	#12 AWG, Single Conductor, Bare Solid Copper Cable, Installed On Poles							$2,262.14
					Quantity		Unit Price		Factor		Total
				Installation	1.20	x	1,553.65	x	0.9000	=	1,677.94
				Demolition	1.20	x	540.92	x	0.9000	=	584.19
				Removal and reinstallation of wiring throughout all the floors for duct chase work							
23	26 05 33 13 0066		LF	1-1/2" Rigid Galvanized Steel (RGS) Conduit With Threaded Coupling							$9,414.00
					Quantity		Unit Price		Factor		Total
				Installation	400.00	x	21.37	x	0.9000	=	7,693.20
				Demolition	400.00	x	4.78	x	0.9000	=	1,720.80
				Removal and reinstallation of conduit throughout all the floors for duct chase work							
24	26 05 33 13 0066	0006	MOD	For >250 To 500, Deduct							-$144.00
					Quantity		Unit Price		Factor		Total
				Installation	400.00	x	-0.40	x	0.9000	=	-144.00
25	26 05 33 13 0066	0009	MOD	For Installation In Metal Stud Wall, Add							$478.80
					Quantity		Unit Price		Factor		Total
				Installation	400.00	x	1.33	x	0.9000	=	478.80

Subtotal for Duct Chase **$12,010.94**

Elevator Access

26	26 05 33 13 0603		LF	1" Electrical Metallic Tubing (EMT) Conduit							$5,225.72
					Quantity		Unit Price		Factor		Total
				Installation	623.00	x	9.32	x	0.9000	=	5,225.72

Subtotal for Elevator Access **$5,225.72**

Elevator Access Controls

Job Order No: 145877.03.01
Job Order Title: Susquehanna Twp SD Building Renovations EL 25-1089 Supplemental

Elevator Access Controls

27	26 05 19 16 0276	MLF	#18 AWG, Type TFFN, 600 Volt, Copper, Single Stranded Cable, Installed In Conduit							$1,041.73
				Quantity		Unit Price		Factor	=	Total
		Installation		1.87	x	618.64	x	0.9000		1,041.73
			Power to elevator access control							
28	26 05 33 13 0010	CLF	3/4" Electrical Metallic Tubing (EMT) Conduit Assembly With 2 #12 Copper THHN And 1 #12 Copper Insulated Grounding ConductorIncludes conduit, set screw connectors, set screw couplings, straps, wire as indicated. Not for use where detail is available.							$1,466.95
				Quantity		Unit Price		Factor	=	Total
		Installation		1.37	x	1,189.74	x	0.9000		1,466.95
			Power to elevator access control							
29	26 05 33 13 0022	CLF	1" Electrical Metallic Tubing (EMT) Conduit Assembly With 2 #12 Copper THHN And 1 #12 Copper Insulated Grounding ConductorIncludes conduit, set screw connectors, set screw couplings, straps, wire as indicated. Not for use where detail is available.							$2,299.60
				Quantity		Unit Price		Factor	=	Total
		Installation		1.89	x	1,351.91	x	0.9000		2,299.60
			Power to elevator access control							

Subtotal for Elevator Access Controls **$4,808.28**

Elevator Sump Pump

30	26 05 19 16 0157	MLF	2 Conductors, #12 AWG, Type ACTHH, Solid, Armored Cable							$860.82
				Quantity		Unit Price		Factor	=	Total
		Installation		0.20	x	4,782.31	x	0.9000		860.82
			(3) sensor runs of #12 wiring							
31	26 05 33 13 0026	CLF	1" Electrical Metallic Tubing (EMT) Conduit Assembly With 2 #10 Copper THHN And 1 #12 Copper Insulated Grounding ConductorIncludes conduit, set screw connectors, set screw couplings, straps, wire as indicated. Not for use where detail is available.							$5,334.53
				Quantity		Unit Price		Factor	=	Total
		Installation		4.20	x	1,411.25	x	0.9000		5,334.53
			Power for electrical run from pit to Panel NE							
32	26 27 26 00 0009	EA	20 Amperes, 1 Gang, GFI, Duplex Receptacle Assembly							$248.09
				Quantity		Unit Price		Factor	=	Total
		Installation		2.00	x	137.83	x	0.9000		248.09
			Outlets for plug in							
33	26 28 16 13 0006	EA	1 Pole GFI, 15 To 30 Amperes, 120/240 Volt, Branch Circuit Breaker, 10,000 Amperes Interrupting Capacity							$500.80
				Quantity		Unit Price		Factor	=	Total
		Installation		4.00	x	139.11	x	0.9000		500.80
			(4) 20 amp breakers							

Subtotal for Elevator Sump Pump **$6,944.24**

New Home Runs

34	26 05 19 16 0015	MLF	#10 AWG,Type THHN-THWN, 600 Volt, Copper, Single Solid Cable, Installed In Conduit							$71,522.70
				Quantity		Unit Price		Factor	=	Total
		Installation		65.14	x	1,220.02	x	0.9000		71,522.70
			Installing wiring for new home runs							

Job Order No: 145877.03.01
Job Order Title: Susquehanna Twp SD Building Renovations EL 25-1089 Supplemental

New Home Runs

35	26 05 33 13 0066	LF	1-1/2" Rigid Galvanized Steel (RGS) Conduit With Threaded Coupling									$36,927.36
				Quantity		Unit Price		Factor		Total		
			Installation	1,920.00	x	21.37	x	0.9000	=	36,927.36		
			Removal and reinstall of all conduits for home runs throughout all floors and panels									

Subtotal for New Home Runs **$108,450.06**

Overhead Door

36	26 05 19 16 0017	MLF	#12 AWG, Type XHHW, 600 Volt, Copper, Single Solid Cable, Installed In Conduit									$189.95
				Quantity		Unit Price		Factor		Total		
			Installation	0.14	x	1,184.27	x	0.9000	=	143.89		
			Demolition	0.14	x	379.11	x	0.9000	=	46.06		
			Wiring for conduit at roll up door									
37	26 05 33 13 0066	LF	1-1/2" Rigid Galvanized Steel (RGS) Conduit With Threaded Coupling									$1,059.08
				Quantity		Unit Price		Factor		Total		
			Installation	45.00	x	21.37	x	0.9000	=	865.49		
			Demolition	45.00	x	4.78	x	0.9000	=	193.59		
			Removal/reconfiguration of conduit feeding roll up door, etc									

Subtotal for Overhead Door **$1,249.03**

Owner Completed Items

38	27 15 13 00 0114	MLF	4-Pair Solid UTP, 23 AWG, Category 6A, Indoor Telecommunications Riser Cable, Installed In Conduit									-$6,554.76
				Quantity		Unit Price		Factor		Total		
			Installation	-5.25	x	1,387.25	x	0.9000	=	-6,554.76		
			Deletion of CAT 6 cabling per submittal review									
39	28 21 31 00 0006	EA	High Resolution Day/Night, Compact, 1/3" Format Camera (Pelco C10DN-6)									-$3,159.59
				Quantity		Unit Price		Factor		Total		
			Installation	-5.00	x	702.13	x	0.9000	=	-3,159.59		
40	28 46 13 31 0605	EA	Live Voice Module (Siemens LVM)Includes a dynamic microphone with a push-to-talk switch and ready-to-page indicator light, as well as a small local speaker and volume control for monitoring audio signals.									-$58,621.56
				Quantity		Unit Price		Factor		Total		
			Installation	-39.00	x	1,670.13	x	0.9000	=	-58,621.56		
41	28 46 13 31 2022	EA	Red, Outdoor, Wall Mounted Speaker (System Sensor SPRK)									-$54,445.10
				Quantity		Unit Price		Factor		Total		
			Installation	-249.00	x	242.95	x	0.9000	=	-54,445.10		

Subtotal for Owner Completed Items **-$122,781.01**

Proposal Total **-$31,438.57**

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

The Percentage of NPP on this Proposal: **%**

GORDIAN®

Job Order

JOC Contract No.: 2021JOCC-32

☐ **New Job Order** ☒ **Modify an Existing Job Order**

Job Order Number: 145877.03.03

Job Order Title: Susquehanna Twp SD Building Renovations EL-Electrical – Coordination Study Breakers

Contact:	Terry Heller	Contractor Name:	Lobar Associates Construction
Phone:		Contact:	Amy Navratil
		Phone:	717-432-3429

Work to be Performed

Work to be performed as per the Final Scope of Work and the Price Proposal dated 07/17/2026, and as per the terms and conditions of JOC Contract No 2021JOCC-32.

Brief Task Order Description:

Time of Performance Estimated Start Date:
Estimated Completetion Date:

Liquidated Damages Will apply: ☐ Will NOT apply: ☒

Validation Information

Option 3 - Prevailing Wage Norma ***0.9000***

Job Order Firm Fixed Price: $62,235.23

Owner Purchase Order:

Approvals

Project Manager	Date	Contractor Representative	Date
Agency Representative	Date	Agency Representative	Date
Agency Representative	Date	Agency Representative	Date

Scope of Work

To: Terry Heller
KPN - Susquehanna Township School District

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

Job Order No: 145877.03.03
Job Order Title: Susquehanna Twp SD Building Renovations EL-Electrical – Coordination Study Breakers

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

Subject to the terms and conditions of JOC Contract 2021JOCC-32.

Terry Heller, _____ Date _____

Amy Navratil, _____ Date _____

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

Date: August 03, 2026

Re:

IQC Master Contract #:	2021JOCC-32
JOC Work Order #:	145877.03.03
Owner PO #:	
Title:	Susquehanna Twp SD Building Renovations EL-Electrical – Coordination Study Breakers
Contractor:	Lobar Associates Construction
Proposal Value:	$62,235.23

Coordination Study	**$62,235.23**
Proposal Total	**$62,235.23**

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

The Percentage of NPP on this Proposal: %

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

Date: August 03, 2026

Re:

IQC Master Contract #:	2021JOCC-32
JOC Work Order #:	145877.03.03
Owner PO #:	
Title:	Susquehanna Twp SD Building Renovations EL-Electrical – Coordination Study Breakers
Contractor:	Lobar Associates Construction
Proposal Value:	$62,235.23

	Sect.	Item	Mod.	UOM	Description	Line Total
Labor	Equip.	Material	(Excludes)			

Coordination Study

1 26 24 16 00 0417 EA Panelboard Filler Plate, Fits 1" Opening $329.62

	Quantity		Unit Price		Factor		Total
Installation	56.00	x	6.54	x	0.9000	=	329.62

Filler plates for any spares removed

2 26 24 16 00 0417 0277 MOD For Personal Protective Equipment (Arc Flash) When Working On Energized Equipment, Add $68.54

	Quantity		Unit Price		Factor		Total
Installation	56.00	x	1.36	x	0.9000	=	68.54

3 26 28 16 13 0053 EA 15 To 30 Amperes, 1 Pole, 120/240 Volt, Branch Circuit Breaker, 22,000 Amperes Interrupting Capacity $31,592.11

	Quantity		Unit Price		Factor		Total
Installation	234.00	x	123.85	x	0.9000	=	26,082.81
Demolition	234.00	x	26.16	x	0.9000	=	5,509.30

(231) 20 Amp breakers
(3) 30 Amp breakers

4 26 28 16 13 0053 0277 MOD For Personal Protective Equipment (Arc Flash) When Working On Energized Equipment, Add $3,672.86

	Quantity		Unit Price		Factor		Total
Installation	234.00	x	17.44	x	0.9000	=	3,672.86

5 26 28 16 13 0056 EA 15 To 30 Amperes, 1 Pole GFI, 120/240 Volt, Branch Circuit Breaker, 22,000 Amperes Interrupting Capacity $2,205.87

	Quantity		Unit Price		Factor		Total
Installation	9.00	x	239.63	x	0.9000	=	1,941.00
Demolition	9.00	x	32.70	x	0.9000	=	264.87

(9) 20 Amp GFI

6 26 28 16 13 0056 0277 MOD For Personal Protective Equipment (Arc Flash) When Working On Energized Equipment, Add $176.58

	Quantity		Unit Price		Factor		Total
Installation	9.00	x	21.80	x	0.9000	=	176.58

7 26 28 16 13 0057 EA 15 To 30 Amperes, 2 Pole, 120/240 Volt, Branch Circuit Breaker, 22,000 Amperes Interrupting Capacity $5,049.12

	Quantity		Unit Price		Factor		Total
Installation	19.00	x	256.03	x	0.9000	=	4,378.11
Demolition	19.00	x	39.24	x	0.9000	=	671.00

(11) 15 Amp breakers
(6) 20 Amp breakers
(2) 30 Amp breakers

8 26 28 16 13 0057 0277 MOD For Personal Protective Equipment (Arc Flash) When Working On Energized Equipment, Add $447.34

	Quantity		Unit Price		Factor		Total
Installation	19.00	x	26.16	x	0.9000	=	447.34

9 26 28 16 13 0058 EA 35 To 60 Amperes, 2 Pole, 120/240 Volt, Branch Circuit Breaker, 22,000 Amperes Interrupting Capacity $2,125.94

	Quantity		Unit Price		Factor		Total
Installation	8.00	x	256.03	x	0.9000	=	1,843.42
Demolition	8.00	x	39.24	x	0.9000	=	282.53

(8) 40 Amp breakers

Job Order No: 145877.03.03
Job Order Title: Susquehanna Twp SD Building Renovations EL-Electrical – Coordination Study Breakers

Coordination Study

10	26	28	16	13 0058	0277	MOD	For Personal Protective Equipment (Arc Flash) When Working On Energized Equipment, Add							$188.35
								Quantity		Unit Price		Factor		Total
							Installation	8.00	x	26.16	x	0.9000	=	188.35
11	26	28	16	13 0059		EA	70 To 100 Amperes, 2 Pole, 120/240 Volt, Branch Circuit Breaker, 22,000 Amperes Interrupting Capacity							$328.37
								Quantity		Unit Price		Factor		Total
							Installation	1.00	x	312.53	x	0.9000	=	281.28
							Demolition	1.00	x	52.32	x	0.9000	=	47.09
12	26	28	16	13 0059	0277	MOD	For Personal Protective Equipment (Arc Flash) When Working On Energized Equipment, Add							$31.39
								Quantity		Unit Price		Factor		Total
							Installation	1.00	x	34.88	x	0.9000	=	31.39
13	26	28	16	13 0064		EA	15 To 30 Amperes, 3 Pole, 120/240 Volt, Branch Circuit Breaker, 22,000 Amperes Interrupting Capacity							$10,196.06
								Quantity		Unit Price		Factor		Total
							Installation	31.00	x	313.13	x	0.9000	=	8,736.33
							Demolition	31.00	x	52.32	x	0.9000	=	1,459.73
							(7) 20 Amp breakers (5) 25 Amp breakers (19) 30 Amp breakers							
14	26	28	16	13 0064	0277	MOD	For Personal Protective Equipment (Arc Flash) When Working On Energized Equipment, Add							$973.15
								Quantity		Unit Price		Factor		Total
							Installation	31.00	x	34.88	x	0.9000	=	973.15
15	26	28	16	13 0065		EA	35 To 60 Amperes, 3 Pole, 120/240 Volt, Branch Circuit Breaker, 22,000 Amperes Interrupting Capacity							$2,960.15
								Quantity		Unit Price		Factor		Total
							Installation	9.00	x	313.13	x	0.9000	=	2,536.35
							Demolition	9.00	x	52.32	x	0.9000	=	423.79
							(4) 40 Amp breakers (5) 50 Amp breakers							
16	26	28	16	13 0065	0277	MOD	For Personal Protective Equipment (Arc Flash) When Working On Energized Equipment, Add							$282.53
								Quantity		Unit Price		Factor		Total
							Installation	9.00	x	34.88	x	0.9000	=	282.53
17	26	28	16	13 0068		EA	150 To 225 Amperes, 3 Pole, 240 Volt, Branch Circuit Breaker, 22,000 Amperes Interrupting Capacity							$1,485.61
								Quantity		Unit Price		Factor		Total
							Installation	2.00	x	723.61	x	0.9000	=	1,302.50
							Demolition	2.00	x	101.73	x	0.9000	=	183.11
							(2) 150 Amp breakers							
18	26	28	16	13 0068	0277	MOD	For Personal Protective Equipment (Arc Flash) When Working On Energized Equipment, Add							$121.64
								Quantity		Unit Price		Factor		Total
							Installation	2.00	x	67.58	x	0.9000	=	121.64

Subtotal for Coordination Study **$62,235.23**

Proposal Total **$62,235.23**

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

The Percentage of NPP on this Proposal: **%**

Reference Number: K9267072

CHANGE ORDER No. 4

This Change Order No. **4** to the Agreement for Services dated 03/13/2026 ("Agreement") is between Susquehanna Township School District ("Client") and Terracon Consultants, Inc. ("Consultant") for additional or changed Services to be provided by Consultant for Client on the Susquehanna Township School District - Environmental Consulting Services Project Project, as described in Agreement for Services. This Change Order is incorporated into and made part of the Agreement.

1. Scope of Services. The scope of the additional or changed Services is described in the Scope of Services section of Consultant's Change Order Proposal, unless Services are otherwise described below or in Exhibit B to this Change Order (which section or exhibit are incorporated into the Change Order).

   Due to the failure of various air clearance samples in all elevations being remediated, Terracon mobilized for an additional four (4) site visits to conduct additional air clearance samples and visual inspections. During these additional mobilizations, Terracon collected an additional 30 clearance air samples throughout the various remediation areas. In an effort to keep the remediation moving forward, the air samples were submitted to the laboratory for a 3-hour turnaround time (TAT). The fee includes all remaining charges that were not already included in previous change orders for the Client.

2. Compensation. Client shall pay compensation for the additional or changed Services performed at the fees stated in the Change Order Proposal unless fees are otherwise stated below or in Exhibit C to this Change Order (which section or exhibit are incorporated into the Change Order).

   Lump sum: $9,200

All terms and conditions of the Agreement shall continue in full force and effect. This Change Order is accepted and Consultant is authorized to proceed.

Consultant:	**Terracon Consultants, Inc.**	Client:	**Susquehanna Township School District**
By:	Amanda M Ege	Date: 6/15/2026	By: Kathy Ciaciulli	Date: 6/24/2026
Name/Title:	Amanda M. Ege / Group Manager	Name/Title:	**Kathy Ciaciulli, PCSBA**
Address:	**930 Harvest Dr, Ste 430**	Address:	**2579 Interstate Dr**
	Blue Bell, PA 19422-1976		**Harrisburg, PA 17110**
Phone:	**(267) 512-7050** Fax:	Phone:	**(717) 615-6639** Fax:
Email:	Amanda.Ege@terracon.com	Email:	**kciaciulli@hannasd.org**

Repair Work Order

July 08, 2026

NORTHWOODS CROSSING DEER PATH

Purchaser:	Susquehanna Township School District	Location:	NORTHWOODS CROSSING DEER PATH
Address:	4401 Deer Path Road Harrisburg, PA 17110-3907	Address:	4401 DEER PATH ROAD HARRISBURG, PA 17110-3907

Purchaser authorizes TK Elevator Corporation (referred to as "TK Elevator" hereafter) to perform the following work on the equipment and at the location described above, in exchange for the sum of **Forty Thousand Seventy Eight Dollars and Forty Four Cents ($40,078.44)** inclusive of all applicable sales and use taxes pursuant to the terms and conditions contained in this Work Order (the "Work Order").

If not accepted with (30) thirty calendar days of the date presented to Purchaser, this Work Order shall automatically be revoked and shall be null and void.

Summary:

Elevator	TKE ID	Description	Repair category
3	US247273	Phase 1 Hole Cleanout	Operational

For further information, please see a detailed Scope of Work on the pages that follow.

In the event you have any questions regarding the content of this Work Order please contact me at -.

We appreciate your consideration.

Regards,

Blake Cahill
TK Elevator Corporation
56 Grumbacher Rd Ste B
York PA 17402
blake.cahill@tkelevator.com |-

Notice:
No permits or inspections by others are included in this work, unless otherwise indicated herein. Delivery and shipping is included. All work is to be performed during regular working days and hours as defined in this Work Order unless otherwise indicated herein.

Repair Work Order

Scope of Work

Phase 1 hole cleanout

The purpose of this proposal is for TK Elevator to provide a team of mechanics to assist with the hole cleanout on the above referenced unit during regular working hours. This is a follow up proposal to the jack replacement project, as efforts are currently on-going.

The goal here is to attempt at retaining the existing hole in hopes of avoiding the possibility of drilling and casing.

If necessary, a third proposal titled "Phase 2" will be shared in order to bring in a drilling company for an assessment on drilling and casing.

Payment Terms

50% of the price set forth in this Work Order will be due and payable as a non-refundable initial progress payment within 10 days from TK Elevator's receipt of a fully executed copy of this Work Order. This initial progress payment will be applied to any applicable project management, permits, engineering, drawings and material procurement. Material will be ordered once this payment is received and the parties have both executed this Work Order.

The remaining 50% of the price set forth in this Work Order and any fully executed change orders shall be due and payable at the time TK Elevator commences the work described in the Work Order. TK Elevator's receipt of this final payment is a condition precedent to TK Elevator's return of the equipment described in this Work Order to the full operation and use and Purchaser agrees to waive any and all claims to such operation and use until such time as that payment is made in full.

The price of this Work Order includes all value added taxes, tariffs, duties, and similar charges imposed on TK Elevator as of the date of execution of this Work Order. The price of this Work Order is subject to escalation - even after Purchaser's acceptance of this Work Order – under certain circumstances. After the date of acceptance of this Work Order and in addition to the Work Order price, Purchaser is also responsible to pay TK Elevator for any new (or any increase in): (1) applicable value added taxes, tariffs, duties, and/or other charges imposed by applicable governmental authorities; (2) charges from its suppliers for any of the applicable materials and/or components due to (a) supply chain issues, (b) the imposition of applicable value added taxes, tariffs, duties or other charges by applicable governmental authorities; and/or (c) if the completion of work called for in this Work Order occurs after any milestone mentioned earlier in this Work Order; and/or (3) charges from TK Elevator's shippers and/or freight forwarders, all along with profit and overhead associated with those amounts. When any materials and/or components applicable to the work described in this Work Order are ready to ship, TK Elevator will provide Purchaser with a change order that includes such value added taxes, tariffs, duties and/or charges imposed by applicable government authorities and/or such charges from its suppliers and freight forwarders for any of the applicable materials and/or components as set forth above, along with profit and overhead associated with those amounts, which must be executed and fully paid for prior to and as a condition precedent to such shipment.

Purchaser agrees that TK Elevator shall have no obligation to complete any steps necessary to provide Purchaser with full use and operation of the affected elevator(s) until such time as TK Elevator has been paid 100% both of the price reflected in this Work Order and for any other work performed by TK Elevator or its subcontractors in furtherance of this Work Order. Purchaser agrees to waive any and all claims to the turnover and/or use of that equipment until such time as those amounts are paid in full. TK Elevator reserves the right to assign payments owed to TK Elevator under this Work Order.

Work order price:		$40,078.44
Initial progress payment:	(50%)	$20,039.22
Total due upon completion:	(50%)	$20,039.22

Repair Work Order

Terms and Conditions

TK Elevator does not assume any responsibility for any part of the vertical transportation equipment other than the specific components that are described in this Work Order and then only to the extent TK Elevator has performed the work described above.

No work, service, examination or liability on the part of TK Elevator is intended, implied or included other than the work specifically described above. It is agreed that TK Elevator does not assume possession or control of any part of the vertical transportation equipment and that such remains Purchaser's exclusively as the owner, lessor, lessee, possessor, or manager thereof.

Unless otherwise stated herein, TK Elevator's performance of this Work Order is expressly contingent upon Purchaser securing permission or priority as required by all applicable governmental agencies and paying for any and all applicable permits or other similar documents.

It is agreed that TK Elevator's personnel shall be given a safe place in which to work. TK Elevator reserves the right to discontinue its work in the location above whenever, in its sole opinion, TK Elevator believes that any aspect of the location is in any way unsafe until such time as Purchaser has demonstrated, at its sole expense, that it has appropriately remedied the unsafe condition to TK Elevator's satisfaction. Unless otherwise agreed, it is understood that the work described above will be performed during regular working days and hours which are defined as Monday through Friday, 8:00 AM to 4:30 PM (except scheduled union holidays). If overtime is mutually agreed upon, an additional charge at TK Elevator's usual rates for such work shall be added to the price of this Work Order.

In consideration of TK Elevator performing the work described above Purchaser, to the fullest extent permitted by law, expressly agrees to indemnify, defend, save harmless, discharge, release and forever acquit TK Elevator, its employees, officers, agents, affiliates, and subsidiaries from and against any and all claims, demands, suits, and proceedings made or brought against TK Elevator, its employees, officers, agents, affiliates and subsidiaries for loss, property damage (including damage to the equipment which is the subject matter of this Work Order), personal injury or death that are alleged to have been caused by Purchaser or any others in connection with the presence, use, misuse, maintenance, installation, removal, manufacture, design, operation or condition of the vertical transportation equipment that is the subject of this Work Order, or the associated areas surrounding such equipment. Purchaser's duty to indemnify does not apply to the extent that the loss, property damage (including damage to the equipment which is the subject matter of this Work Order), personal injury or death is determined to be caused by or resulting from the negligence of TK Elevator and/or its employees. Purchaser recognizes, however, that its obligation to defend TK Elevator and its employees, officers, agents, affiliates and subsidiaries under this clause is broader and distinct from its duty to indemnify and specifically includes payment of all attorney's fees, court costs, interest and any other expenses of litigation arising out of such claims or lawsuits.

Purchaser expressly agrees to name TK Elevator along with its officers, agents, affiliates and subsidiaries as additional insureds in Purchaser's liability and any excess (umbrella) liability insurance policy(ies). Such insurance must insure TK Elevator, along with its officers, agents, affiliates and subsidiaries for those claims and/or losses referenced in the above paragraph, and for claims and/or or losses arising from the negligence or legal responsibility of TK Elevator and/or its officers, agents, affiliates and subsidiaries. Such insurance must specify that its coverage is primary and non-contributory. Purchaser hereby waives the right of subrogation.

TK Elevator shall not be liable for any loss, damage or delay caused by acts of government, labor, troubles, strikes, lockouts, fire, explosions, theft, riot, civil commotion, war, malicious mischief, acts of God, or any cause beyond its control. TK Elevator Corporation shall automatically receive an extension of time commensurate with any delay regarding the work called for in this Work Order.

Should loss of or damage to TK Elevator's material, tools or work occur at the location that is the subject of this Work Order, Purchaser shall compensate TK Elevator therefor, unless such loss or damage results solely from TK Elevator's own acts or omissions.

If any drawings, illustrations or descriptive matter are furnished with this Work Order, they are approximate and are submitted only to show the general style and arrangement of equipment being offered. Work Order.

Purchaser shall bear all cost(s) for any reinspection of TK Elevator's work due to items outside the scope of this Work Order or for any inspection arising from the work of other trades requiring the assistance of TK Elevator.

Purchaser expressly agrees to waive any and all claims for consequential, special or indirect damages arising out of the performance of this Work Order and specifically releases TK Elevator from any and all such claims.

A service charge of 1.5% per month, or the highest legal rate, whichever is less, shall apply to delinquent accounts. In the event of any default of any of the payment provisions herein, Purchaser agrees to pay, in addition to any defaulted amount, any attorney fees, court costs and all other expenses, fees and costs incurred by TK Elevator in connection with the collection of that defaulted amount.

Purchaser agrees that this Work Order shall be construed and enforced in accordance with the laws of the state or province (as applicable) where the vertical transportation equipment that is the subject of this Work Order is located and consents to jurisdiction of the courts, whether state, provincal or Federal as applicable, located there as well that to all matters and disputes arising out of this Work Order. Purchaser further agrees to waive trial by jury for all such matters and disputes.

The rights of TK Elevator under this Work Order shall be cumulative and the failure on the part of the TK Elevator to exercise any rights given hereunder shall not operate to forfeit or waive any of said rights and any extension, indulgence or change by TK Elevator in the method, mode or manner of payment or any of its other rights shall not be construed as a waiver of any of its rights under this Work Order.

In the event any portion of this Work Order is deemed invalid or unenforceable by a court of law, such finding shall not affect the validity or enforceability of any other portion of this Work Order. This Work Order shall be considered as having been drafted jointly by Purchaser and TK Elevator and shall not be construed or interpreted against either Purchaser or TK Elevator by reason of either Purchaser or TK Elevator's role in drafting same.

In the event Purchaser's acceptance of the work called for in this Work Order is in the form of a purchase order or other kind of document, the provisions, terms and conditions of this Work Order shall exclusively govern the relationship between TK Elevator and Purchaser with respect to the work described herein.

Repair Work Order

Acceptance

Purchaser's acceptance of this Work Order will constitute exclusively and entirely the agreement for the work herein described. All prior representations or agreements regarding this work, whether written or verbal, will be deemed to be merged herein, and no other changes in or additions to this Work Order will be recognized unless made in writing and properly executed by both parties. No agent or employee of TK Elevator shall have the authority to waive or modify any of the terms of this Work Order without the written approval of an authorized TK Elevator manager.

This Work Order specifically contemplates work outside the scope of any other contract currently in effect between the parties; any such contract shall be unaffected by this Work Order.

To indicate acceptance of this work order, please sign and return one (1) original of this agreement to the branch address shown below. Upon receipt of your written authorization and required materials and/or supplies, we shall implement the work called for in this Work Order.

Susquehanna Township School District (Purchaser):	TK Elevator Corporation Management Approval
By:	By:
(Signature of Authorized Individual) KATHY CIACIULLI	(Signature of Branch Representative) Steve Rigatuso Branch Manager
(Print or Type Name)	
(Print or Type Title)	
(Date of Acceptance)	(Date of Execution)
Work Order # / PO: _____	

Please contact _____ to schedule work at the following phone number _____

REPAIR DOWN PAYMENT REQUEST
Contract Number: US99266

Attn: KATHY CIACIULLI
Susquehanna Township School District
4401 Deer Path Road
Harrisburg PA, 17110-3907

Date	Terms	Reference ID		Customer Reference # / PO
July 08, 2026	Immediate	TK-2026-00530997		
	Total Contract Price:			$40,078.44
	Down Payment:		(50%)	$20,039.22

For inquiries regarding your contract or services provided by TK Elevator, please contact your local account manager at -. To make a payment by phone, please call 678-424-5643 with the reference information provided below.

Current and former service customers can now pay online at:
https://secure.billtrust.com/tkelevator/ig/one-time-payment

Thank you for choosing TK Elevator. We appreciate your business.

Please detach the below section and provide along with payment.

- -

Customer Name:	Susquehanna Township School District
Location Name:	NORTHWOODS CROSSING DEER PATH
Customer Number:	14100738
Quote Number:	2026-2-2120874
Reference ID:	TK-2026-00530997
Remittance Amount:	$20,039.22

Remit To:

TK Elevator
PO Box 3796
Carol Stream, IL
60132-3796

For overnight checks, please send to:

Deluxe
TK Elevator 3796
5450 N. Cumberland Ave.
Chicago, IL 60656

Repair Completion Notice to be signed at job completion

Date: _____
Repair Job #: _____

Building Name: NORTHWOODS CROSSING DEER PATH
Street Address: 4401 DEER PATH ROAD
City State, Zip: HARRISBURG, PA 17110-3907

Dear KATHY CIACIULLI,

Thank you for allowing us the opportunity to perform the repair job listed above.
We have completed the work as outlined in job #_____ and the unit is now up and running. You will receive a final bill for this work shortly.

We hope your experience was exceptional and look forward to serving you in the future. If you have any questions about the repair work or your service agreement, please check one of the boxes under "Follow-Up Request" and the appropriate person will contact you soon.

Customer Representative

Customer Name: KATHY CIACIULLI
Print or Type Name

Customer Signature: _____
Signature of Authorized Individual

Title: _____
Print or Type Title

Date: _____
Date of acceptance

Customer Email: kciaciulli@hannasd.org
Customer Email

TK Elevator Representative

Name: Blake Cahill
Print or Type Name

Signature: _____
Signature of Authorized Individual

Title: Account Manager
Print or Type Title

Date: _____

Follow Up Request

If you would like a manager or department representative to contact you, please check one of the following:

- ☐ Sales Department
- ☐ Branch Manager
- ☐ Service Department
- ☐ Repair Department

Phone Number

Comments:

AIA® Document G701™ – 2017

Change Order

PROJECT: *(name and address)* Deer Path Elementary School 4401 Deer Path Road Harrisburgh, PA 17110	**CONTRACT INFORMATION:** Contract For: Date: June 2026	**CHANGE ORDER INFORMATION:** Change Order Number: 1 Date: June 25, 2026
OWNER: *(name and address)* Susquehanna Township School District 2579 Interstate Drive Harrisburgh, PA 17110	**ARCHITECT:** *(name and address)* EI Associates Architecture 2001 North Front Street Harrisburgh, PA 17102	**CONTRACTOR:** *(name and address)* Watts Restoration Co Inc 1704 Bustleton Pike Feasterville, PA 19053

The Contract is changed as follows:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Provide labor and equipment as needed to power wash entire facade 100%.
Apply SikaGard H1000 to all masonry.

The original (Contract Sum) (Guaranteed Maximum Price) was	$	403,900.00
The net change by previously authorized Change Orders	$	0
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was	$	403,900.00
The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order in the amount of	$	58,500.00
The new (Contract Sum) (Guaranteed Maximum Price), including this Change Order, will be	$	462,400.00
The Contract Time will be (increased) (decreased) (unchanged) by		( ) days.
The new date of Substantial Completion will be		

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

ARCHITECT *(Firm name)*	Watts Restoration Co., Inc. **CONTRACTOR** *(Firm name)*	Susquehanna Township School District **OWNER** *(Firm name)*
SIGNATURE	**SIGNATURE**	**SIGNATURE**
PRINTED NAME AND TITLE	**PRINTED NAME AND TITLE**	**PRINTED NAME AND TITLE**
DATE	**DATE**	**DATE**

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

AIA Document G701™ – 2017. Copyright © 1979, 1987, 2000, 2001 and 2017 by The American Institute of Architects. **All rights reserved. WARNING: This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law.** Purchasers are permitted to reproduce ten (10) copies of this document when completed. To report copyright violations of AIA Contract Documents, e-mail The American Institute of Architects' legal counsel, copyright@aia.org.

Policy Number	237
Title	Electronic Devices
Version	v1 · 7/29/2026

Electronic Devices

Purpose

The possession and use of ~~**Silent**~~ Electronic Devices, including Personal Electronic Devices, by District students when in compliance with this Policy, other District policies, regulations, rules, and procedures, ISP terms, and local, state, and federal laws, and supportive of the educational program of the District, is permitted.

However, the possession and use of Electronic Devices, including Personal Electronic Devices, by students that are found to be disruptive to the educational process and/or environment can be abusive in ways that negatively affect students, employees, and the District's mission and environment, and is prohibited in accordance with this Policy, other District policies, regulations, rules and procedures, ISP terms, and local, state, and federal laws.

Authority

The Board reserves the right to define and delineate the specific conditions under which student use of electronic devices may be used in the school setting.

The Board authorizes the Superintendent or designee(s), to define the educational value and permit or place restrictions on the possession or use of any electronic devices.

Definition

Electronic Devices - are devices with voice, data, text, and/or navigation capabilities that are able to access the Internet, transmit telephone calls, text messages, email messages, instant messages, video communications (such as iChat and Skype), perform word processing and other computer and online applications (apps), and provide location information. The devices are capable of electronically communicating, sending, receiving, storing, recording, reproducing, and/or displaying information and data.

Examples of Electronic Devices include **but are not limited to** smartphones and **smart devices** (iPhone, Droid, Blackberry, **smart watches, smart glasses, etc.**), cellular phones, mobile phones (with recording and/or camera/video and other capabilities and configurations);

traditional telephones; pagers; global positional system (GPS) instruments; computers; portable game units; graphic calculators; MP3, music, and media players; PDAs; digital cameras; tablet and laptop computers; walkie talkies; two-way radios; and other similar devices, **regardless of its configuration or future technological advancements.** Electronic Devices may also be referred to as electronic communication devices in other publications and district policies. Electronic Devices could be devices that are not capable of transmitting telephone communications (such as iPads, radios), do not have Internet access (such as district issued and student-owned Kindles), are lasers, and/or are radar communication devices.

Guidelines

Student Cell Phone and Personal Electronic Device Expectations

To support student learning, academic focus, school safety, and positive school culture, students shall not use or access personal cell phones or personal electronic devices during the school day from the first bell/start of the instructional day until dismissal at the end of the school day.

Personal electronic devices must remain:

- **Powered off or silenced**
- **Stored out of sight**
- **Secured in lockers, backpacks, designated classroom storage areas, or approved district storage systems during the school day**

This prohibition includes:

- **Classrooms**
- **Hallways**
- **Restrooms**
- **Cafeterias**
- **Study halls**
- **School assemblies**
- **Transition periods between classes**
- **Any other instructional or supervised school setting**

Students may use personal electronic devices only:

1. **Before the official start of the school day**
2. **After dismissal**
3. **When required by an approved IEP, Section 504 Plan, or medical plan**

The District shall have the right to restrict Electronic Devices during school evacuations as necessary, for the safety and security of all individuals.

If Personal Electronic Devices are loaned to or borrowed and/or misused by non-owners, the owners of the Personal Electronic Devices are jointly responsible with the non-owner for the misuse and/or violation of district policy, regulations, rules, or procedures.

The Board prohibits all other photography, audio recording, and/or video recording, via electronic devices by students during the instructional day in District buildings, on District property, and when engaged in a school-sponsored activity.

The Board prohibits students from taking, storing, disseminating, transferring, viewing, possessing or sharing obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or other means, including, but not limited to, texting and emailing. Because such violations may constitute a crime under local, state and/or federal law, the District shall report such conduct to local, state and/or federal law enforcement agencies. Administrators shall confiscate devices implicated in this electronic data transfer and immediately contact law enforcement when possession or distribution of such images is discovered or reasonably suspected. Audio and video taping shall be consistent with applicable state and federal laws. Recording anyone without their knowledge and permission is prohibited and may be punishable under state and federal laws.

In addition, the Board prohibits students from accessing a wireless, unfiltered connection to the Internet on a personal electronic device at any time while on school property or while engaged in school-related activities. The District will provide filtered Internet for student use.

Connection to the Internet while present on school property or a school-related activity via anything other than the District's network is a violation of this policy and the Acceptable Use Policy.

In accordance with this Policy, Electronic Devices, including Personal Electronic Devices, may not be used in unauthorized areas or as determined by the school administration as follows:

The Board strictly prohibits possession by students on school grounds, at School District-sponsored activities, and on buses or other vehicles provided by the School District any non-School District-owned laser pointers, or laser pointer attachments, and any Electronic Devices, including Personal Electronic Devices that are hazardous or harmful to students, employees and the School District. These include, but are not limited to, devices that control/interfere with the operation of the buildings' systems, facilities and infrastructure, or digital network. No exception or permission may be authorized by the Principal, or designee, or anyone, for students to possess or use such devices.

During tests, examinations, and/or assessments, unless the teacher authorizes such use. When Electronic Devices, including Personal Electronic Devices, are not permitted to be used during tests, examinations, and/or assessments they must be stored in closed items such as pocketbooks and book bags, and may not be visible or turned on.

To cheat, engage in unethical conduct, and threaten academic integrity.

To access and/or view Internet websites that are blocked by the School District. Examples include, but are not limited to, social media sites, and "inappropriate matter" as defined in the School District's Acceptable Use Policy and Social Media Policy.

To invade the privacy rights of any student or employee, violate the rights of any student or staff member, or harass, threaten, intimidate, bully or cyberbully any student, employee, or guest, or promote or engage in violence. Actions include, but are not limited to, taking an individual's photo without consent, recording an individual's voice or image without consent, or storing/accessing personal and/or academic information/data without consent.

- In locker rooms, bathrooms, health suites, dressing rooms, swimming pool areas, and any other changing areas.
- To create, send, share, view, or disseminate sexually explicit, obscene, pornographic, child pornographic, lewd images or video content, as such acts may be a crime under state and/or federal law.
- To disrupt the educational and learning environment.

Electronic Devices, including Personal Electronic Devices

The District shall not be liable for the loss, damage or misuse of any electronic device brought to school; possessed or used during the school day; in or on District buildings, District property, District vehicles or contracted vehicles; during transport to and from school; while attending school-sponsored activities during the school day; and/or any and all school-sponsored activities generally. The District is under no obligation to provide technical support, troubleshooting, or repair for personal electronic devices or maintain any liability for any electronic device.

Exceptions

Exceptions to the prohibitions set forth in this policy may be made for health, safety or emergency reasons **with prior approval of the Building Principal or designee,** or when use is required for the provision of a free appropriate public education for a student identified under Section 504 or the Individuals with Disabilities Education Act and present in a student's Individualized Education Program (IEP), Section 504 plan, or Medical Plan.

The Building Principal may grant approval for possession and use of a Telephone paging device/beeper by a student for the following reasons:

1. ~~Student is a member of a volunteer fire company, ambulance, or rescue squad, and with parental permission~~

Disciplinary Action

Violations of this policy by a student will result in disciplinary action (including the range of penalties provided for in the Code of Student Conduct such as loss of privileges, confiscation, and referral for expulsion) in accordance with Board policy and the student handbook. Use of electronic devices for an unlawful purpose will subject a student to any and all disciplinary measures provided by the Code of Student Conduct, Board policy, or applicable state and federal law.

Use of electronic devices pursuant to this policy is a privilege, not a right, unless otherwise required by legal exception as stated in this policy. Abuse of the limited use provision will result in the discontinuation of electronic devices privileges as determined by the administration.

Delegation of Responsibility

The Superintendent or designee shall annually notify students, parents/guardians, and staff about the District's electronic devices policy by publishing such policy in the student handbook and on the District website.

Adopted: **January 23, 2017**

Legal References:

- 1. 24 P.S. 510
- 2. 24 P.S. 1317.1
- 3. Pol. 218
- 4. Pol. 122
- 5. Pol. 123
- 6. Pol. 226
- 7. Pol. 233
- 8. Pol. 113
- Pol. 000
- Pol. 815

Appendix II – Authorized Official Resolution

Be it RESOLVED, that the Susquehanna Township School District of Dauphin county, PA hereby request a Public School Facility Improvement grant of **$_____** from the Commonwealth Financing Authority to be used for _____.

Be it FURTHER RESOLVED, that the Applicant does hereby designate Dr. Tamara Willis, Superintendent and agreements between the Susquehanna Township School District and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Elise LeMelle, duly qualified Secretary of the Susquehanna Township School Board of Directors, Dauphin County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Susquehanna Township School Board of Directors at a regular meeting held on August 3, 2026, and said Resolution has been recorded in the Minutes of the Susquehanna Township School District and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Susquehanna Township School District, this 3nd day of August, 2026.

_____
Name of Applicant

_____
County

_____
Secretary