

School Board Meeting

Tuesday, September 15, 2026 7:00 PM

Warwick School District Board Room, 301 West Orange Street, Lititz, PA 17543

1. CALL TO ORDER

2. PLEDGE OF ALLEGIENCE

3. ROLL CALL

4. AWARD OF CITIZENSHIP

5. RECOGNITION OF CITIZENS ON AGENDA ITEMS

6. APPROVAL OF AGENDA

7. APPROVAL OF MINUTES

8. STANDING COMMITTEE REPORTS

8.A. Budget & Finance

8.B. Building & Property Committee

8.C. Education Committee

8.D. Student Activities Committee

9. CONSENT AGENDA

9.A. Payment of Bills

9.B. Treasurer's Report

9.C. Approval of Recurring Contracts Included in the Annual Budget

9.D. Disposal of Obsolete Equipment and Supplies

9.E. Approval of Budget Transfers

9.F. Overnight/Out-of-State Student Trips

9.G. Approval of Board Policy Revisions - First Reading

10. ACTION ITEMS

10.A. Personnel Actions

10.A.1. Retirement(s)

10.A.2. Resignation(s)

10.A.3. New Hires

10.A.4. Supplemental/Extra-Duty Contracts (coaches, club advisors)

10.A.5.	Approval of Classroom Monitors	
10.A.6.	District Approved Photographers	
10.A.7.	Volunteer Coaches	
10.A.8.	Change of Status Requests	
10.B.	Curriculum & Instruction	
10.B.1.	Approval of Course Offerings/Course Additions, Deletions or Updates	
11.	APPROVAL OF PSBA OFFICERS AND PSBA INSURANCE TRUST ELECTION VOTES	
12.	APPROVAL OF MEMORANDUM OF UNDERSTANDING (MOU)	
13.	APPROVAL OF LANCASTER GENERAL MEDICAL GROUP HEALTHWORKS	
14.	APPROVAL OF MYSITEIQ SOFTWARE SUBSCRIPTION COVERED BY GRANT FUNDS	
15.	APPROVAL OF FOOD SERVICE TRANSFER	
16.	APPROVAL OF TRANSPORTATION AGREEMENT WITH MK4 AS NEEDED	
17.	APPROVAL OF AGREEMENT WITH CAPITAL ACADEMY	
18.	BOARD MEMBER LIASSON REPORTS	
18.A.	Student Representative	Speaker (s) : Mr. Goodhart
18.B.	Superintendent	Speaker (s) : Dr. Reifsnyder
18.C.	Labor and Management Committee	Speaker (s) : Mrs. Zimmerman
18.D.	Lititz Recreation Center Representative	Speaker (s) : Mrs. Lingo
18.E.	Legislative Committee	Speaker (s) : Mr. Steinman
18.F.	IU Representative	Speaker (s) : Mr. Woolley
18.G.	Lancaster County Career and Technology Center Representative	Speaker (s) : Mr. Steinman
18.H.	Lancaster Academy Joint Operating Committee Representative	Speaker (s) : Dr. Wolfe
19.	COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS	
20.	INFORMATION	
21.	ADJOURNMENT TO EXECUTIVE SESSION	

Warwick School District
Lititz, PA 17543

September 1, 2026

A special voting meeting of the Board of School Directors of the Warwick School District convened in the Board Room located at Warwick School District, 301 West Orange Street, Lititz, PA, on Tuesday, September 1, 2026 at 7:00 p.m. The meeting was livestreamed. [Link to livestream](#)

CALL TO ORDER

Mrs. Zimmerman, President, called the meeting to order at approximately 7:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

The Board Secretary called the roll of the Board: Michael Brown, Scott Landis, Angie Lingo, Jerry Steinman, Reggie Weaver, Dr. Kirk Wolfe, Daniel Woolley, Emily Zimmerman, and Trent Goodhart, Student Representative were present. James Koelsch was absent.

Others attending the meeting in person: Dr. Jason Reifsnnyder, Superintendent; Dr. Melanie Calender, Assistant Superintendent; Dr. Steve Szobocsan, Assistant Superintendent; Jennifer Snyderman, Chief Financial Officer and Treasurer; Noelle Brossman; Beth Hartranft; Melissa Weitzel; Janice Boyer, Board Secretary; and Tom Shumaker.

The following individuals were in attendance at the meeting and utilized the sign in sheets provided:

Keith Fox Nicole Eisenbach Lynn Brubaker

RECOGNITION OF CITIZENS

Board Policy 903 addresses public participation at meetings and can be found using this [LINK](#).

The following individuals contacted the school board secretary and indicated their desire to address the board. Individual addresses were verified by the school board secretary prior to the meeting.

NONE

APPROVAL OF AGENDA

Mr. Weaver moved, Mr. Woolley seconded, the motion to approve the agenda as presented.
Motion passed 8-0.

APPROVAL OF MINUTES

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve the Minutes of the [regular meeting](#) of August 18, 2026, as presented.
Motion passed 8-0.

CONSENT AGENDA

A. APPROVAL OF LETTER OF AGREEMENT FOR TITLE I NONPUBLIC SERVICES

It was recommended that the Board approve the letter of agreement for Title I Nonpublic Services with the Lancaster-Lebanon Intermediate Unit 13, Lancaster, PA, as set forth on [ATTACHMENT #1](#).

B. APPROVAL OF LETTER OF AGREEMENT FOR TITLE IIA NONPUBLIC SERVICES

It was recommended that the Board approve the letter of agreement for Title IIA Nonpublic Programs and Services with the Lancaster-Lebanon Intermediate Unit 13, Lancaster, PA, as set forth on [ATTACHMENT #2](#).

C. APPROVAL OF OVERNIGHT/OUT OF STATE STUDENT TRIP

It was recommended that the Board approve the following Out-of-State/Overnight Trip Request for High school students and staff to attend a Band Competition hosted by the University of Delaware at the Delaware Stadium in Newark, DE on October 17, 2026.

(This was shared digitally with all committee members for initial consensus gathering)

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve the items listed within the consent agenda section as presented above.

On roll call vote:

Ayes: Mr. Brown, Mr. Landis, Mrs. Lingo, Mr. Steinman,
Mr. Weaver, Dr. Wolfe Mr. Woolley, Mrs. Zimmerman

Abstain: None

Nays: None

Absent: Mr. Koelsch

ACTION ITEMS

Approval of Personnel Actions

A. Retirement

It was recommended that the board approve the retirement of the following individual:

Non-Instructional

Name	Building	Position	Effective Date
Ralph Cauler	WHS	Building Services employee	8/17/2026

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve the retirement of the individual named above.

On voice vote:

Ayes: Mr. Brown, Mr. Landis, Mrs. Lingo, Mr. Steinman,
Mr. Weaver, Dr. Wolfe Mr. Woolley, Mrs. Zimmerman

Abstain: None

Nays: None

Absent: Mr. Koelsch

B. Resignations

It was recommended that the board approve the resignation of the following individuals:

Non-Instructional

Name	Building	Position	Effective Date
Bonita Hocko	JB	Behavior Support Assistant	8/5/2026
Constance Meyer	LE	Special Programs Assistant	8/31/2026
Isabel Santos	LE	Student Support Assistant	8/16/2026

Extra-curricular/Extra-duty

Name	Building	Position	Effective Date
Angie Borden	WHS	Assistant Wrestling Coach	8/31/2026
Nicole Stump	WHS	Reading Olympics Coordinator	7/13/2026

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve the resignation of the individuals named above.

On voice vote:

Ayes: Mr. Brown, Mr. Landis, Mrs. Lingo, Mr. Steinman,
Mr. Weaver, Dr. Wolfe Mr. Woolley, Mrs. Zimmerman

Abstain: None

Nays: None

Absent: Mr. Koelsch

C. New Hires

It was recommended that the board approve the election of the following individuals are subject to all pre-employment requirements, clearance checks, and release from current employer *(if applicable)*:

Instructional

Name	Building	Position	Annual Salary	Effective Date
Nicole Eisenbach	BE	Intervention Specialist	\$84,558.00	Pending receipt of the appropriate paperwork and release from current employer
Shelby Hahner	LE	Learning Support Teacher	\$66,514.00	Pending receipt of the appropriate paperwork and release from current employer

Non-Instructional

Name	Building	Position	Hourly Rate	Effective Date
Teaa Alleman	WHS	Building Assistant (7.5 hours/day)	\$19.64	Pending receipt of the appropriate paperwork
Dustin Baranishyn	WHS	Building Services employee (8.0 hours/day) – 3 rd Shift	\$18.27	Pending receipt of the appropriate paperwork
Rachel Bondarenko	WMS	Student Support Assistant (6.75 hours/day) – 3 days/week	\$16.34	Pending receipt of the appropriate paperwork
Danielle Fluke	KH	Student Support Assistant (5.75 hours/day)	\$19.02	Pending receipt of the appropriate paperwork
Aszhadia Harris	WHS	Building Services employee (8.0 hours/day) – 3 rd Shift	\$17.76	Pending receipt of the appropriate paperwork
Donna Heeter	KH	Student Support Assistant (5.75 hours/day)	\$16.71	Pending receipt of the appropriate paperwork
Shannon Jones	WHS	Health Room Nurse (7.0 hours/day)	\$25.43	8/25/2026
Patricia Ketner	WSD	Substitute Building Services employee (on an as needed basis)		8/26/2026
Jamie Novick	WMS	Behavior Support Assistant (7.0 hours/day)	\$22.21*	Pending receipt of the appropriate paperwork
Denise Schoppner	WHS	Student Support Assistant (5.75 hours/day)	\$18.21	8/25/2026
Patricia Shellenberger	WSD	Substitute Building Services employee (on an as needed basis)	\$14.50	Pending receipt of the appropriate paperwork
Rebecca Weiser	KH	Student Support Assistant (5.75 hours/day)	\$17.65	08/26/2026

** includes a toileting differential*

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve the election of the individuals named above.

On voice vote:

Ayes: Mr. Brown, Mr. Landis, Mrs. Lingo, Mr. Steinman,
Mr. Weaver, Dr. Wolfe Mr. Woolley, Mrs. Zimmerman

Abstain: None

Nays: None

Absent: Mr. Koelsch

D. Change of Status Requests

It was recommended that the board approve the change of status request of the following individuals:

Instructional

Name	From	Building(s)	To	Building(s)	Effective Date	Updated Rate
Victoria Bowman	Speech & Language Pathologist	KH (25%) WMS (75%)	Speech & Language Pathologist	JB (25%) WMS (75%)	on the first day of the first semester of the 2026/2027 school year	
Emma Klimowicz	Music Teacher	JB (25%) BE (25%) KH (25%) WMS (25%)	Music Teacher	JB (20%) BE (20%) KH (40%) LE (20%)	on the first day of the first semester of the 2026/2027 school year	
Lindsey Maysilles	Kindergarten Teacher	LE (100%)	Kindergarten Teacher	JB (100%)	on the first day of the first semester of the 2026/2027 school year	
April McGinty	Grade 3 Teacher	JB (100%)	Kindergarten Teacher	JB (100%)	on the first day of the first semester of the 2026/2027 school year	
Erica Ostrum	Speech & Language Pathologist	KH (100%)	Speech & Language Pathologist	JB (15%) KH (85%)	on the first day of the first semester of the 2026/2027 school year	
Emily Sheffer	Music Teacher	LE (25%) WMS (45%) WHS (30%)	Music Teacher	WMS (40%) WHS (60%)	on the first day of the first semester of the 2026/2027 school year	
Jonathan Shoff	Music Teacher	WMS (15%) WHS (85%)	Music Teacher	KH (1%) WMS (40%) WHS (59%)	on the first day of the first semester of the 2026/2027 school year	
Matthew Tenaglia	Music Teacher	WMS (54%) WHS (46%)	Music Teacher	WMS (40%) WHS (60%)	on the first day of the first semester of the 2026/2027 school year	
Timothy Thompson	Music Teacher	JB (17%) BE (25%) KH (33%) LE (25%)	Music Teacher	JB (20%) BE (20%) KH (40%) LE (20%)	on the first day of the first semester of the 2026/2027 school year	

Non-Instructional

Name	From	Building(s)	To	Building(s)	Effective Date	Updated Rate
Madison Anslow	Special Programs Assistant (5.75 hours/day)	LE	Special Programs Assistant (7.0 hours/day)	LE	9/1/2026	
Patricia Ketner	Building Services employee	Part-time, 12 month at JB, BE, KH, LE, WMS, & WHS	Student Support Assistant (5.75 hours/day)	KH	Pending receipt of the appropriate paperwork	

Extra-Duty/Extra-Curricular

Name	From	Building	To	Building	Effective Date	Annual Salary
Naomi Miller	National Art Honor Society Advisor (100%)	WHS	National Art Honor Society Advisor (50%)	WHS	9/2/2026	Fb5/\$529.00

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve the change of status requests for the individuals named above.

On voice vote:

Ayes: Mr. Brown, Mr. Landis, Mrs. Lingo, Mr. Steinman,
Mr. Weaver, Dr. Wolfe Mr. Woolley, Mrs. Zimmerman

Abstain: None

Nays: None

Absent: Mr. Koelsch

E. Supplemental/Extra-duty Contracts (coaches, club advisors)

It was recommended that the board approve the supplemental/extra-duty contracts of the following individuals:

Name	Building	Position	Step/Annual Salary/Hourly Rate	Effective Date
Christopher Ferranti	LE	Safety Patrol	Ec1 / \$1,202.00	8/26/2026
Angie Hohenadel	WHS	National Art Honor Society Advisor (50%)	Fb% / \$661.00	9/2/206
Dean Knowlton	WHS	Assistant eSports Coach	Db1 / \$2,202.00	9/2/2026
Emily Sheffer	WHS	Orchestra Director	Ea1 / \$2,135.00	9/2/2026
Caitlyn Stief	WHS	Assistant Field Hockey Coach (50%)	Cb1 / \$1,401.50	8/5/2026

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve the supplemental/Extra-duty Contracts for the individuals named above.

On voice vote:

Ayes: Mr. Brown, Mr. Landis, Mrs. Lingo, Mr. Steinman,
Mr. Weaver, Dr. Wolfe Mr. Woolley, Mrs. Zimmerman

Abstain: None

Nays: None

Absent: Mr. Koelsch

F. Leave of Absence Request

It was recommended that the board approve the leave of absence request of the following individual:

Employee ID	Leave Type	Beginning	Continuing through	Return-to-Work Date
14202	Child Rearing Leave (CRL)	10/27/2026	6/7/2027	first day of the first semester of the 2027/2028 school year.

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve the Leave of Absence Request as presented above.

On voice vote:

Ayes: Mr. Brown, Mr. Landis, Mrs. Lingo, Mr. Steinman,
Mr. Weaver, Dr. Wolfe Mr. Woolley, Mrs. Zimmerman

Abstain: None

Nays: None

Absent: Mr. Koelsch

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Please note that public comment will take place following the Committee of the Whole meeting which will take place immediately following this voting session.

NONE

INFORMATION

NONE

ADJOURNMENT

There being no further business, Mr. Goodhart moved to adjourn the meeting. Mrs. Lingo seconded the motion and the meeting adjourned at 7:06 p.m. (8-0)

Respectfully submitted,

/s/

Janice Boyer, Board Secretary

Warwick School District Board

PRESENTATION OF BILLS

GENERAL FUND

For

AUGUST 2026

Board Date: September 15, 2026

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - FULTON BANK - CASH **Payment Dates:** 08/01/2026 - 08/31/2026

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
0000154785	08/06/2026	Amazon Capital Services	Supplies for 26/27	3rd Grade Supplies	2,273.45
0000154786	08/06/2026	Medco Supply Company	Athletic Trainer Supplies for 26-27		3,103.72
0000154787	08/06/2026	Amazon Capital Services	Supplies - Cables and Cords	WEF Grant 26/27 Positive	4,082.41
0000154788	08/06/2026	American National Red Cross	Adult and Pediatric First Aid/CPR/AED		420.00
0000154789	08/06/2026	Bjorem Speech Publications	Instr Supplies ESL		83.48
0000154790	08/06/2026	Bombergers Store Inc	John Beck Elementary School Brackets	High School Shelf Brackets	53.71 #
0000154791	08/06/2026	BSN Sports LLC	Girls Volleyball Supplies	Athletics Golf Supplies	4,055.79
0000154792	08/06/2026	CCIU	4th MP Billing 25/26		11,796.60 #
0000154793	08/06/2026	Conversations Inc.	Coaching		1,170.00
0000154794	08/06/2026	The Dew Drop Mobile Grooming Shop	Paws For Warwick Poppy	Paws For Warwick Faline	224.00
0000154795	08/06/2026	Flinn Scientific Inc.	Science Supplies		660.07
0000154796	08/06/2026	Gander Publishing	Intervention Order - JRB (Emily Trees)		593.95
0000154797	08/06/2026	Kurtz Bros.	Building Supplies - folders, notebooks	Rolled Bulletin Board Paper	2,437.75
0000154798	08/06/2026	Lancaster Lebanon IU 13	ESL-CTC	Sign Language Interpreter	2,711.61 #
0000154799	08/06/2026	MacGill & Co	Nurse - Cough Drops, Acetaminophen		278.44
0000154800	08/06/2026	Medco Supply Company	Athletic Trainer Supplies		578.99 #
0000154801	08/06/2026	Discount Office Items Inc.	Office Supplies		680.00
0000154802	08/06/2026	PA Virtual Charter School	25/26 Reconciliation		2,491.68 #
0000154803	08/06/2026	Playaway Products LLC	Library - Recorded Books		421.93
0000154804	08/06/2026	Really Good Stuff LLC	Grade 1 Supplies		41.94
0000154805	08/06/2026	Really Great Reading LLC	Intervention Order - LE (Louderback)		141.12
0000154806	08/06/2026	Rochester 100 Inc	Classroom Supplies		436.80
0000154807	08/06/2026	Scholastic Inc	Scholastic News 2		207.57
0000154808	08/06/2026	School Health Corporation	AED Replacement Battery & Electrodes		515.00
0000154809	08/06/2026	School Specialty, LLC	Supplies for 6th 26/27	Classroom Supplies	2,708.98
0000154810	08/06/2026	WellSpan - Philhaven	6 Hours		198.00 #
0000154811	08/06/2026	Woodburn Press	Instr Supplies 5th Gr		302.15
0000154812	08/06/2026	World Fuel Services, Inc	WSD Gasoline	WSD Diesel	3,351.67 #

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

08/30/2026 06:58:36 PM

Warwick School District

Page 1 of 9

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Sort: Payment Number

0000154813	08/06/2026	Yellow Breeches Educational Center Inc	1 Slot Tuition		3,551.00
0000154814	08/13/2026	The Acorn Group, Inc.	Science Supplies		267.30
0000154815	08/13/2026	Air Science USA LLC	Science Supplies		631.00
0000154816	08/13/2026	Blick Art Materials	Supplies for 26/27		2,499.63
0000154817	08/13/2026	Carolina Biological Supply Co	Science - Beakers, Frogs, Cylinders		378.75
0000154818	08/13/2026	Devopar Consulting	Consulting		394.63
0000154819	08/13/2026	Eric Armin Inc	Math Classroom Supplies		102.44
0000154820	08/13/2026	Edwards Business Systems	August 2026		4,080.00
0000154821	08/13/2026	Hempfield Girls Volleyball Booster	Volleyball Girls Dues and Fees		375.00
0000154822	08/13/2026	Howies	Athletic Training Supplies for 26/27		1,578.71
0000154823	08/13/2026	Kurtz Bros.	Special Education Supplies	Instructional Building Supplies	9,987.30
0000154824	08/13/2026	Lancaster Lebanon IU 13	TIIA PD Linden Hall & Lititz Christian		360.00 #
0000154825	08/13/2026	Language Line Services	On-Site Interpretation		375.00
0000154826	08/13/2026	The Library Store Inc	Library - Book Repair Covers,		131.60
0000154827	08/13/2026	Longstreth Sporting Goods LLC	Field Hockey Equipment		3,562.50
0000154828	08/13/2026	Marshall Memo LLC	District Membership Renewal		230.00
0000154829	08/13/2026	Menchey Music Service, Inc	Supplies for 26/27		97.65
0000154830	08/13/2026	NRG Business Marketing LLC	High School	Lititz Elementary School	4,728.61
0000154831	08/13/2026	Pennsylvania Cyber Charter School	25/26 Reconciliation		19,575.13 #
0000154832	08/13/2026	Really Great Reading LLC	Intervention Order - JB (Melissa Vulopas)		349.80
0000154833	08/13/2026	Ronco Technology Solutions, LLC	Intercom System Repairs		1,107.00
0000154834	08/13/2026	Scholastic Inc	Let's Find Out	Scholastic News 3	512.01
0000154835	08/13/2026	School Savers	Math Calculator Supplies		4,518.65
0000154836	08/13/2026	Shultz Transportation Company	July ESY	July ESY CEC	38,407.34
0000154837	08/13/2026	Subscription Service of America	Subscription Renewal		154.85
0000154838	08/13/2026	Block Line Systems LLC	VOIP SIP Trunk - Telephone		722.20
0000154839	08/13/2026	TransPerfect Remote Interpreting Inc	Remote Interpreting		10.00
0000154840	08/13/2026	Vernier Software & Technology	Science Supplies		901.00
0000154841	08/13/2026	Warwick Sch Dist HS	Costco Tax Refund		5.76 #

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

08/30/2026 06:58:36 PM

Warwick School District

Page 2 of 9

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Sort: Payment Number

0000154842	08/13/2026	Robert Brown	Duplicate Payment WT5380		71.41
0000154843	08/20/2026	Blooket LLC	Software Subscription Renewal		1,800.00
0000154844	08/20/2026	Brainspring	Intervention Order - JRB (Emily Trees)		166.54
0000154845	08/20/2026	Demco	Library - Book Covers, Adhesive Tape		361.57
0000154846	08/20/2026	The Dew Drop Mobile Grooming Shop	Paws For Warwick/Tex	Paws For Warwick/Turk	222.00
0000154847	08/20/2026	Direct Energy Business	August 2026		74,167.73
0000154848	08/20/2026	Edwards Business Systems	August 2026		6,448.09
0000154849	08/20/2026	Hobart Service ITW Food Equip Group	Maintenance Supplies		11.71 #
0000154850	08/20/2026	Bonita A Hocko	Prepaid Premium		105.91
0000154851	08/20/2026	Infobase Learning	Subscription Renewal		2,892.25
0000154852	08/20/2026	Kurtz Bros.	Supplies for Language Arts	Supplies for HS Science Dept.	5,284.51
0000154853	08/20/2026	Lititz Record Express	Lititz Record Subscription Renewal		52.00
0000154854	08/20/2026	Maker Maven, LLC	WEF Grant "Sculptural Art" - BE	WEFGrant "Sculptural Art" - KH	11,366.00
0000154855	08/20/2026	Menchey Music Service, Inc	Music Supplies - Chorus Sheet Music		683.21
0000154856	08/20/2026	NRG Business Marketing LLC	Bonfield Elementary School	Middle School	2,228.27
0000154857	08/20/2026	PAES Productions, LLC	WEF Grant - Practical Assessment		39,875.00
0000154858	08/20/2026	Palmyra Area School District	Volleyball Girls Dues and Fees		175.00
0000154859	08/20/2026	PA Principals Assoc.	Membership Renewals (Principals, etc)		7,865.00
0000154860	08/20/2026	Premier Screen Printing	Link Crew Tee Shirts		1,073.20
0000154861	08/20/2026	River Rock Academy, LLC	26-27 River Rock Tuition - 3 Seats		10,989.00
0000154862	08/20/2026	William H Sadlier Inc.	Intervention Order - JRB (Emily Trees)		120.12
0000154863	08/20/2026	Scholastic Inc	Scholastic News 1		422.06
0000154864	08/20/2026	Walters Services Inc	Athletics Football Supplies		92.00
0000154865	08/20/2026	Warwick Food & Nutrition	New Teacher Luncheon	Transportation Meeting	1,005.38
0000154866	08/20/2026	Myer Family Farms	Duplicate Payment ET1011		8,978.79
0000154867	08/28/2026	Alumaglass & Glaze, LLC	Replacement of 2 Broken Windows		4,360.00 #
0000154868	08/28/2026	Bjorem Speech Publications	MA Purchase		54.00
0000154869	08/28/2026	Blick Art Materials	Art Supplies		18.48
0000154870	08/28/2026	Bonfitto Inc.	26-27 Boiler PM Agreement		7,251.75

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

08/30/2026 06:58:36 PM

Warwick School District

Page 3 of 9

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0000154871	08/28/2026	Brainspring	Intervention Supplies - KH (Will Maza)	151.79
0000154872	08/28/2026	Bucks County	July 2026	7,663.80
0000154873	08/28/2026	Carolina Biological Supply Co	Heath Class Supplies	332.13
0000154874	08/28/2026	CM Regent LLC	September 2026	11,665.33
0000154875	08/28/2026	Corelogic Centralized Refunds	Duplicate Payments	70,188.48
0000154876	08/28/2026	The Council for Exceptional Children	Subscriptions for Sprague & Loperena	558.00
0000154877	08/28/2026	Central Susquehanna IU	26-27 CSIU-FIS Annual Subscription	48,641.88
0000154878	08/28/2026	Dauphin Electric	E-Rate Network Switches	63,749.85
0000154879	08/28/2026	Charles R Eckert Signs Inc	Wall of Honor 2026	86.03 #
0000154880	08/28/2026	Educated EMS	AED Units	8,316.00
0000154881	08/28/2026	Kurtz Bros.	School Supplies	Supplies for HS Math Dept.
0000154882	08/28/2026	Lancaster Lebanon IU 13	CTC Support Services	Autistic Support - CEC & NEC
0000154883	08/28/2026	MacGill & Co	Nurse Office Supplies	571.85
0000154884	08/28/2026	Martin, Roger L	Art Class - White Clay	309.00
0000154885	08/28/2026	Menchey Music Service, Inc	Instr Supplies Music	681.33
0000154886	08/28/2026	NASP Inc	PE Supplies	591.00
0000154887	08/28/2026	NBEA	Membership Dues	447.00
0000154888	08/28/2026	Novak Educational Consulting, Inc	PD Keynote	6,000.00
0000154889	08/28/2026	Promounds Inc	Baseball Supplies	742.38
0000154890	08/28/2026	Peaceable Kingdom Animal Hospital	Paws For Warwick Faline	Paws For Warwick Poppy
0000154891	08/28/2026	Pennsylvania Friends Of Agriculture	Mobile Ag Science Lab - WEF Grant	1,500.00
0000154892	08/28/2026	PenTeleData	Open PO for Internet Service	1,683.76
0000154893	08/28/2026	Rainbow Resource Center	Learning Support Books/MegaWords	614.89
0000154894	08/28/2026	Rio Grande	Art/Jewelry Class Supplies	2,852.25
0000154895	08/28/2026	William H Sadlier Inc.	Intervention Supplies - KH (Will Maza)	532.81
0000154896	08/28/2026	Saxton & Stump, LLC	General Legal Fees	13,042.50
0000154897	08/28/2026	Scholastic Inc	Subscription Renewal	197.78
0000154898	08/28/2026	Scholastic Inc	Instr Supplies KDG	Instr. Supplies 1st Gr
0000154899	08/28/2026	School Specialty, LLC	Supplies for 26/27	Grade 5 Supplies

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

08/30/2026 06:58:36 PM

Warwick School District

Page 4 of 9

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - FULTON BANK - CASH **Payment Dates:** 08/01/2026 - 08/31/2026

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

Sort: Payment Number

0000154900	08/28/2026	Starfall Education	Software Subscription Renewal	1,420.00
0000154901	08/28/2026	Sun Life Financial	August 2026	3,021.48
0000154902	08/28/2026	Super Duper Publications	MA Purchase	144.90
0000154903	08/28/2026	Sweet, Stevens, Katz & Williams LLP	General Legal Fees	2,484.00
0000154904	08/28/2026	That Fish Place-That Pet Place	Paws For Warwick	531.49
0000154905	08/28/2026	Time for Kids	Subscription Renewal - 5th Grade	112.08
0000154906	08/28/2026	Townsend Press	Spec Program Vocab Books	164.24
0000154907	08/28/2026	Verizon Wireless	July/Aug 2026	367.47
0000154908	08/28/2026	Vernier Software & Technology	Science Supplies	107.00
0000154909	08/28/2026	Warwick Food & Nutrition	August Picnic	91.91
0000154910	08/28/2026	Webster's Fitness Products, Inc.	PE Equipment	3,915.00
0000154911	08/28/2026	Wilson Language Training Corp	Intervention Supplies - KH (Will Maza)	118.80
0000154912	08/28/2026	Bonnie Lee Hauck	Duplicate Payment -LB2682	907.88
0000154913	08/28/2026	Yahaira Montes	Duplicate Payment - WT9721	338.40
D000004268	08/06/2026	Amazon Capital Services	Supplies for 26/27	476.81 <i>D</i>
D000004269	08/06/2026	Office Basics Inc	Science Supplies	648.09 <i>D</i>
D000004270	08/06/2026	Amazon Capital Services	Supplies for 26/27	3,754.22 <i>D</i>
D000004271	08/06/2026	B & H Photo-Video	26/27- WEF Grant- Binoculars	1,615.13 <i>D</i>
D000004272	08/06/2026	Meredith C Bailey	Tuition EDUC 711H	420.00 <i>D</i>
D000004273	08/06/2026	Scott N Bailey JR	Tuition EDUC 711C	420.00 <i>D</i>
D000004274	08/06/2026	Shea D Carmany	Tuition EDUC 717Z	420.00 <i>D</i>
D000004275	08/06/2026	Meghan R Madeira	Tuition SFE 512	3,528.00 <i>D</i>
D000004276	08/06/2026	NCS Pearson Inc	OLSAT	621.60 <i>D</i>
D000004277	08/06/2026	New Story LLC	ESY-July	8,370.00 <i>D</i>
D000004278	08/06/2026	Office Basics Inc	Office Supplies	140.31 <i>D</i>
D000004279	08/06/2026	J.W. Pepper & Sons Inc.	Instr Supplies Music	162.49 <i>D</i>
D000004280	08/06/2026	Abigail J Rapp	Tuition EDU 5102	1,380.00 <i>D</i>
D000004281	08/06/2026	Sunbelt Staffing, LLC	School PTA 07/25/206	206.25 <i>D</i>
D000004282	08/06/2026	Steve Szobocsan	Benefit	267.93 <i>D</i>

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

08/30/2026 06:58:36 PM

Warwick School District

Page 5 of 9

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - FULTON BANK - CASH **Payment Dates:** 08/01/2026 - 08/31/2026

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

Sort: Payment Number

D000004283	08/06/2026	Michelle Thomson	Tuition EDU 902	Tuition EDU 962	840.00	<i>D</i>
D000004284	08/06/2026	Emily N Trees	Tuition EDUC 968	Tuition SED 907	840.00	<i>D</i>
D000004285	08/06/2026	Voyager-Sopris	Intervention Order - LE (Louderback)		159.50	<i>D</i>
D000004286	08/06/2026	Connor Weismandel	Tuition EDUC 5598P-42823		165.00	<i>D</i>
D000004287	08/13/2026	Amazon Capital Services	WEF Grant - Little Hands, Big Growth		9,829.76	<i>D</i>
D000004288	08/13/2026	B & H Photo-Video	Broadcasting Supplies		1,169.97	<i>D</i>
D000004289	08/13/2026	Melanie M Calender	Benefit		148.09	<i># D</i>
D000004290	08/13/2026	CDW-G	Laptop Bags		8,996.00	<i>D</i>
D000004291	08/13/2026	EBSCO Accounts Receivable	Magazine Subscription Renewal		191.92	<i>D</i>
D000004292	08/13/2026	Follett Content Solutions, LLC	Library Books		2,355.92	<i>D</i>
D000004293	08/13/2026	Medco Supply Company	Athletic Trainer Supplies for 2026-2027		30.24	<i>D</i>
D000004294	08/13/2026	NCS Pearson Inc	MA Purchase		2,028.22	<i>D</i>
D000004295	08/13/2026	Office Basics Inc	Instr Supplies 4th Gr	Math Classroom Supplies	249.62	<i>D</i>
D000004296	08/13/2026	Rackspace US Inc	Hosting Service		1,200.61	<i>D</i>
D000004297	08/13/2026	Sunbelt Staffing, LLC	School PTA 08/01/2026		192.50	<i>D</i>
D000004298	08/13/2026	WARD'S Natural Science Est LLC	Science Supplies		829.88	<i>D</i>
D000004299	08/13/2026	Alyssa M Wolfe	Tuition SED 917		420.00	<i>D</i>
D000004300	08/13/2026	Zonar Systems	August GPS	GPS Parts	429.80	<i>D</i>
D000004301	08/20/2026	Amazon Capital Services	Car Seats	MA Purchase	3,060.16	<i>D</i>
D000004302	08/20/2026	Avive Solutions, Inc.	Athletic Trainer Supplies		539.99	<i>D</i>
D000004303	08/20/2026	Scott N Bailey JR	Tuition EDUC 5598P-42734	Tuition EDUC 5598P-42694	165.00	<i>D</i>
D000004304	08/20/2026	Jason S Balsbaugh	National School Leaders Conference		347.00	<i>D</i>
D000004305	08/20/2026	Jessica A Bare	Mileage 07/01 - 07/30		19.84	<i>D</i>
D000004306	08/20/2026	Brian D Booher	Tuition SPEE 500	Tuition SPEE 520	3,204.00	<i>D</i>
D000004307	08/20/2026	Janice E. Boyer	Reimbursement	Mileage 08/10 - 08/11	107.54	<i>D</i>
D000004308	08/20/2026	Melanie M Calender	Mileage 06/02 - 06/16	Mileage 07/06 - 07/21	74.51	<i># D</i>
D000004309	08/20/2026	Tyler L Clausen	Tuition EDUC 714S	Tuition EDUC 719P	1,260.00	<i>D</i>
D000004310	08/20/2026	Emily Craig	Tuition EDUC 717M		420.00	<i>D</i>
D000004311	08/20/2026	Diesel Direct Central LLC	Shultz Diesel	Shultz Gasoline	34,155.34	<i># D</i>

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

08/30/2026 06:58:36 PM

Warwick School District

Page 6 of 9

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - FULTON BANK - CASH **Payment Dates:** 08/01/2026 - 08/31/2026

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

Sort: Payment Number

D000004312	08/20/2026	Stephan L Englehart	Tuition ED 587		1,764.00	D
D000004313	08/20/2026	Everyday Speech LLC	MA Purchase		1,199.98	D
D000004314	08/20/2026	Gopher	MA Purchase		242.10	D
D000004315	08/20/2026	Ashley M Heidelbaugh	Mileage 07/28 - 07/30		6.61	D
D000004316	08/20/2026	JAMF Holdings, Inc. & Subsidiaries	JAMF MDM Renewal	Less Sales Tax	66,375.00	D
D000004317	08/20/2026	Lakeshore Learning Materials	WEF Grant "Take Home Backpacks"		1,197.00	D
D000004318	08/20/2026	LAZEL Inc.	Software Subscription Renewal		1,160.01	D
D000004319	08/20/2026	Steven C Lin	National School Leaders Conference		261.92	D
D000004320	08/20/2026	Jenna L Louderback	National School Leaders Conference		377.59	D
D000004321	08/20/2026	McGraw-Hill School Education Holdings	Teacher Editions		452.45	D
D000004322	08/20/2026	Julie M Mowrer	Tuition READ 7020		1,602.00	D
D000004323	08/20/2026	Office Basics Inc	Classroom Supplies		55.64	D
D000004324	08/20/2026	Brooke D Rhoads	Tuition EDUC 5598P-42740	Tuition EDUC 5598P-42910	495.00	D
D000004325	08/20/2026	Jami L Zimmerman	Tuition ESL 509	Tuition ED 577	3,528.00	D
D000004326	08/20/2026	Jessica L Warner	Mileage 07/28 - 07/29		4.64	D
D000004327	08/20/2026	Connor Weismandel	Tuition EDUC 5598P-42927		165.00	D
D000004328	08/20/2026	Hollyann Yoder	Tuition SPE 582		1,635.00	D
D000004329	08/28/2026	Amazon Capital Services	Supplies - Network Cables	Lamination	9,302.40	D
D000004330	08/28/2026	Joshua A Barnas	Tuition EDLD 822	Tuition EDLD 831	4,344.00	D
D000004331	08/28/2026	Lillian G Barton	Tuition D629	Tuition D186	4,950.00	D
D000004332	08/28/2026	Megan L MacNair	Tuition OT 654		1,785.00	D
D000004333	08/28/2026	Melanie M Calender	Tuition EDEX 600	Benefit	3,751.00	D
D000004334	08/28/2026	CDW-G	Carts		24,700.00	D
D000004335	08/28/2026	Curriculum Associates LLC	Intervention Supplies - KH (Will Maza)		1,665.45	D
D000004336	08/28/2026	Diesel Direct Central LLC	WSD Gasoline		1,030.64	#D
D000004337	08/28/2026	EPS Operations, LLC	Intervention Supplies - KH (Will Maza)		429.01	D
D000004338	08/28/2026	Cassidie Esbenshade	Tuition ED 520		1,764.00	D
D000004339	08/28/2026	Gopher	PE Supplies		3,679.54	D
D000004340	08/28/2026	Olivia F Gregory	Tuition EDM 545		1,680.00	D

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

08/30/2026 06:58:36 PM

Warwick School District

Page 7 of 9

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - FULTON BANK - CASH **Payment Dates:** 08/01/2026 - 08/31/2026

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

Sort: Payment Number

D000004341	08/28/2026	Jacquelyn A Hess	Tuition EDUC 719N	420.00	D
D000004342	08/28/2026	Caleb P Hettinger	Tuition BIOL 8490	1,545.00	D
D000004343	08/28/2026	Jill Kramer	A/CAPA Annual Membership	90.00	D
D000004344	08/28/2026	Lillian A Rosan	Tuition ED 585	2,889.00	D
D000004345	08/28/2026	Jacqueline A Sica	Tuition EDUC 5598P-42896	330.00	D
D000004346	08/28/2026	Trebron IT & Cybersecurity	Scale Computing Hardware	24,606.25	# D
D000004347	08/28/2026	Justin R Welker	Tuition EDL 720-31M	3,030.00	D
D000004348	08/28/2026	Jacob M Williams	Tuition EDU 840-01	1,871.70	D
PC00000021	08/03/2026	PASPA	PASPA Membership Dues - Brossman	225.00	
PC00000022	08/03/2026	Southwest	Travel Fee	35.00	
PC00000023	08/03/2026	Lancaster Lebanon IU 13	Virtual Conference Registration	525.00	
PC00000024	08/03/2026	Costco Wholesale Corporation	HS Shelves	6,353.98	
PC00000025	08/03/2026	Dollar Tree Stores Inc	KH - Compartment Caddy	30.00	
PC00000026	08/03/2026	FedEx	Tech Postage	9.00	
PC00000027	08/03/2026	LNP Media Group Inc.	Notice of Meeting Cancellation	86.44	
PC00000028	08/03/2026	NCS Pearson	Notary Testing Exam Incorrect Charge	130.00	
PC00000029	08/03/2026	Webstaurant Store, LLC	HS Science Dept Gloves	476.80	
PC00000030	08/03/2026	WPS Publishing	OT Online Forms	200.00	
PC00000031	08/03/2026	Jessica Butzer, LLC	Sub Tray - MS	105.95	
PC00000032	08/03/2026	AGiRepair, Inc.	Tech Dept Supplies	4,335.00	
PC00000033	08/03/2026	Imagine Learning LLC	IS Teahing Per Semester Course - HS	8,250.00	
PC00000034	08/03/2026	Zearn	Account Services	14,000.00	
PC00000035	08/03/2026	FS.Com Inc	Tech Dept Supplies	1,953.60	
PC00000036	08/03/2026	Armstrong World Industries, Inc.	Ceiling Tiles	12,897.36	
PC00000037	08/03/2026	Teachers' Curriculum Institute Holdings	Social Studies Teacher Licenses	101,386.00	
PC00000038	08/03/2026	Fun.com, Inc.	Credit - Costumes Never Received	(309.96)	

10 - General Fund

1,892,884.29

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

08/30/2026 06:58:36 PM

Warwick School District

Page 8 of 9

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - FULTON BANK - CASH **Payment Dates:** 08/01/2026 - 08/31/2026

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

Sort: Payment Number

Grand Total All Funds	1,892,884.29
Grand Total Credit Cards	0.00
Grand Total Direct Deposits	270,246.17
Grand Total Manual Checks	0.00
Grand Total Other Disbursement Non-negotiables	0.00
Grand Total Procurement Card Other Disbursement Non-negotiables	150,689.17
Grand Total Regular Checks	1,471,948.95
Grand Total Virtual Payments	0.00
Grand Total All Payments	1,892,884.29

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

08/30/2026 06:58:36 PM

Warwick School District

Page 9 of 9

Warwick School District Board

PRESENTATION OF GENERAL FUND TRANSFERS

<u>FROM</u>	<u>TO</u>	<u>REASON</u>	<u>DATE</u>	<u>Amount</u>
Fulton Bank	Arbiter Pay	Officials Expense	08/11/26	\$ 25,000.00
Fulton Checking	Univest Bank and Trust	Investment	08/20/26	\$3,000,000.00
Fulton Checking	Univest Bank and Trust	Investment	08/26/26	\$9,000,000.00
Fulton Checking	Univest Bank and Trust	Investment	08/27/26	\$9,000,000.00
Fulton Checking	Univest Bank and Trust	Investment	08/31/26	\$5,000,000.00
Univest Bank and Trust	Fulton Checking	Operating Expenses	08/10/26	\$3,000,000.00
Fulton Checking	Fulton Payroll	08/07/26 Payroll	08/07/26	\$ 836,468.34
Fulton Checking	Fulton Payroll	08/21/26 Payroll	08/21/26	<u>\$ 842,921.71</u>
			Total	\$ 30,704,390.05

For

AUGUST 2026

Board Date: September 15, 2026

Warwick School District Board

PRESENTATION OF BILLS

CAPITAL PROJECTS FUND

For

AUGUST 2026

Board Date: September 15, 2026

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: CP - CAPITAL PROJECTS **Payment Dates:** 08/01/2026 - 08/31/2026

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
0000200255	08/06/2026	Fidevia, LLC	Zug Review		800.00
0000200256	08/06/2026	Pagoda Electrical, Inc.	Electrical Construction		34,956.71
0000200257	08/13/2026	Fidevia, LLC	Construction Phase		18,700.00
0000200258	08/13/2026	Lobar, Inc.	General Construction		843,058.70
0000200259	08/13/2026	Reynolds Consulting Engineers Inc.	Sitelogiq commissioning services		8,352.15
0000200260	08/20/2026	RLPS Architects	High School Additions & Renovations		10,482.75
39 - Capital Projects					916,350.31
Grand Total All Funds					916,350.31
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					916,350.31
Grand Total Virtual Payments					0.00
Grand Total All Payments					916,350.31

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

Warwick School District Board

PRESENTATION OF BILLS

CAFETERIA FUND

For

AUGUST 2026

Board Date: September 15, 2026

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: CF - Cafeteria Fund **Payment Dates:** 08/01/2026 - 08/31/2026

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
0000018747	08/13/2026	Michelle G Dombach	Petty Cash		10.59
0000018748	08/13/2026	Little Mountain Printing, Inc.	Window Envelopes		381.10
0000018749	08/13/2026	Sysco of Central PA	DW FOOD		1,614.43
0000018750	08/13/2026	Warwick School District	medical	Wages	35,904.32
0000018751	08/13/2026	Anadys Rivera	student refund		31.75
0000018752	08/28/2026	Amazon Capital Services	Office Supplies		703.30
0000018753	08/28/2026	Michelle G Dombach	Petty Cash		78.03 #
50 - Cafeteria Fund					38,723.52
Grand Total All Funds					38,723.52
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					38,723.52
Grand Total Virtual Payments					0.00
Grand Total All Payments					38,723.52

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

Warwick School District Board

PRESENTATION OF BILLS

MIDDLE SCHOOL FUND

For

AUGUST 2026

Board Date: September 15, 2026

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: MS - MIDDLE SCHOOL **Payment Dates:** 08/01/2026 - 08/31/2026

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
0000005342	08/28/2026	Amazon Capital Services	Warrior Way Rewards - Basketball, Stuffed Plush		253.12
0000005343	08/28/2026	Mixed Impressions	DJ for Nov 6, 2026 MS Dance	DJ for March 19, 2027 MS Dance	750.00
0000005344	08/28/2026	Premier Screen Printing	Warrior Way T-Shirts		997.40
82 - Middle School Activity					2,000.52
Grand Total All Funds					2,000.52
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					2,000.52
Grand Total Virtual Payments					0.00
Grand Total All Payments					2,000.52

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

Warwick School District Board

PRESENTATION OF BILLS

HIGH SCHOOL FUND

For

AUGUST 2026

Board Date: September 15, 2026

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: HS - HIGH SCHOOL **Payment Dates:** 08/01/2026 - 08/31/2026

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
0000012887	08/28/2026	Cutting Edge Pro Events, LLC	DJ for Homecoming Dance		500.00
0000012888	08/28/2026	NBEA	NBHS Renewal		120.00
0000012889	08/28/2026	J.W. Pepper & Sons Inc.	Music Supplies-Choir Folders		2,652.49
83 - High School Activity					3,272.49
Grand Total All Funds					3,272.49
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					3,272.49
Grand Total Virtual Payments					0.00
Grand Total All Payments					3,272.49

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

WARWICK SCHOOL DISTRICT

Treasurers Report

August 31, 2026

General Fund Balances and Investments

Description	Principal	Interest Rate %
GF -- Fulton Checking	\$ 6,536,663.05	3.04
PSDLAF - General - Max	4,579,946.36	3.46
PLGIT/PRIME	11,494.23	3.76
Univest Bank and Trust	44,842,409.49	3.81
	<u>\$ 55,970,513.13</u>	

General Fund Commitments

Healthcare Stabilization	\$ 4,000,000.00
Future Operating Deficits	3,000,000.00
Construction and Improvements	6,000,000.00
Curriculum and Technology	1,000,000.00
Total Committed	<u>\$ 14,000,000.00</u>

Capital Reserve Cash Balance

Beginning Balance	\$13,598,247.66
Revenue Summary	\$12,704.08
Expense Summary	0.00
Ending Balance	<u>\$ 13,610,951.74</u>

Capital Projects Cash Balance

Beginning Balance	\$704.78
Revenue Summary	916,748.24
Transfer Summary	704.78
Expense Summary	916,350.31
Ending Balance	<u>\$ 397.93</u>
PSDLAF Balance	<u>\$ 8,478,268.86</u>

WarwickWARE Cash Balance

Beginning Balance	\$ 2,447,675.50
Revenue Summary	33,858.85
Expense Summary	-
Ending Balance	<u>\$ 2,481,534.35</u>

WARWICK SCHOOL DISTRICT

Treasurers Report

August 31, 2026

Revenue Summary

Func	Description	Budgeted Amount	Received This Month	Received Year-to-Date	YTD %	Budget Balance
6111	Current Real Estate Tax	49,358,145.00	\$ 33,086,880.89	\$ 41,566,137.81	84.21%	\$ (7,792,007.19)
6112	Interim Real Estate Tax	325,000.00	\$ 16,350.30	\$ 13,210.17	4.06%	\$ (311,789.83)
6113	Public Utility Realty	51,000.00	\$ -	\$ -	0.00%	\$ (51,000.00)
6114	Payment in Lieu of Taxes	206,000.00	\$ 5,972.46	\$ 205,972.46	99.99%	\$ (27.54)
6151	Earned Income Tax	8,150,000.00	\$ 1,234,938.98	\$ 33,060.48	0.41%	\$ (8,116,939.52)
6153	Real Estate Transfer Tax	1,046,000.00	\$ 110,779.71	\$ 110,779.71	10.59%	\$ (935,220.29)
6411	Delinquent Real Estate Tax	445,000.00	\$ 65,227.79	\$ 77,227.79	17.35%	\$ (367,772.21)
6510	Interest Earnings	1,500,000.00	\$ 99,287.24	\$ 177,157.46	11.81%	\$ (1,322,842.54)
6706	Athletic / Extra Curr Activity Fees	30,000.00	\$ 50.00	\$ -	0.00%	\$ (30,000.00)
6710	Admissions / Athletic Revenue	85,000.00	\$ 782.73	\$ 583.64	0.69%	\$ (84,416.36)
6790	Student Activities-Spring Musical	32,000.00	\$ 8,958.10	\$ 5,279.97	16.50%	\$ (26,720.03)
6800	IDEA , IU	825,000.00	\$ -	\$ -	0.00%	\$ (825,000.00)
6900	Rental, Tuition, Warwick Ware, Misc	527,500.00	\$ 114,617.86	\$ 16,004.16	3.03%	\$ (511,495.84)
7110	Basic Instructional Subsidy	12,714,891.00	\$ 1,902,645.00	\$ 1,902,645.00	14.96%	\$ (10,812,246.00)
7112	Social Security	-	\$ -	\$ -	0.00%	\$ -
7140	Charter Schools	-	\$ -	\$ -	0.00%	\$ -
7160	1305 / 1306 Tuition	120,000.00	\$ -	\$ -	0.00%	\$ (120,000.00)
7271	Special Education	2,804,136.00	\$ -	\$ 416,792.00	14.86%	\$ (2,387,344.00)
7311	Transportation Subsidy	900,000.00	\$ 93,143.00	\$ 93,143.00	10.35%	\$ (806,857.00)
7312	NonPub Transportation	50,000.00	\$ -	\$ -	0.00%	\$ (50,000.00)
7320	Bond Reimbursement Subsidy	155,728.00	\$ -	\$ -	0.00%	\$ (155,728.00)
7330	Health / Nurse Services	84,000.00	\$ -	\$ -	0.00%	\$ (84,000.00)
7340	State Property Tax Reduction	1,628,720.00	\$ 814,360.00	\$ 814,360.00	50.00%	\$ (814,360.00)
7360	Safe Schools	100,000.00	\$ -	\$ -	0.00%	\$ (100,000.00)
7500	Grants	2,328,777.00	\$ -	\$ -	0.00%	\$ (2,328,777.00)
7810	Social Security Revenue	1,490,148.00	\$ 393,973.09	\$ (152,682.87)	-10.25%	\$ (1,642,830.87)
7820	Retirement	6,548,501.00	\$ (1,885.20)	\$ (705,536.50)	-10.77%	\$ (7,254,037.50)
8514	Title I	455,000.00	\$ 30,691.22	\$ 63,358.93	13.93%	\$ (391,641.07)
8515	Title II	90,000.00	\$ 6,405.50	\$ 12,811.00	14.23%	\$ (77,189.00)
8516	Title III	3,500.00	\$ -	\$ -	0.00%	\$ (3,500.00)
8517	Title IV	34,000.00	\$ 2,442.65	\$ 4,885.29	14.37%	\$ (29,114.71)
8800	Med Asst. Reimb	250,000.00	\$ 271,970.50	\$ -	0.00%	\$ (250,000.00)
9300	Warwick Ware Fund Transfers	-	\$ -	\$ -	0.00%	\$ -
9400	Sale-Equip / Prop	65,000.00	\$ -	\$ -	0.00%	\$ (65,000.00)
9500	Refund Prior Year	-	\$ -	\$ -	0.00%	\$ -
		\$ 92,403,046.00	\$ 38,257,591.82	\$ 44,655,189.50	48.33%	\$ (47,747,856.50)

Donations		
Item Donated	Building/Area	Approx. Value
Money	KH Art Department	\$ 1,000.00

WARWICK SCHOOL DISTRICT

Treasurers Report

August 31, 2026

Expense Summary

Func	Description	Budgeted Amount	Expensed This Month	Expensed Year-to-Date	YTD %	Budget Balance
1100	Instructional Regular Program	\$ 40,594,146.00	\$ 880,448.99	\$ 1,439,493.78	3.55%	\$ 39,154,652.22
1200	Special Programs	\$ 13,283,706.00	\$ 1,072,153.57	\$ 1,489,619.46	11.21%	\$ 11,794,086.54
1300	Vocational Education	\$ 1,232,182.00	\$ -	\$ 171,921.64	13.95%	\$ 1,060,260.36
1400	Summer School / Alt. Ed / Other Inst.	\$ 312,831.00	\$ 71,658.22	\$ 100,462.14	32.11%	\$ 212,368.86
1500	Nonpublic School Programs	\$ 26,500.00	\$ -	\$ -	0.00%	\$ 26,500.00
1600	Adult Education	\$ 12,358.00	\$ -	\$ -	0.00%	\$ 12,358.00
1800	Pre-K Instruction	\$ 283,587.00	\$ 6,221.36	\$ 11,856.69	4.18%	\$ 271,730.31
2100	Support Service - Students	\$ 4,153,471.00	\$ 105,898.16	\$ 196,730.25	4.74%	\$ 3,956,740.75
2200	Support Services - Instr Staff	\$ 3,360,828.00	\$ 279,929.78	\$ 416,140.14	12.38%	\$ 2,944,687.86
2300	Admin / Board Services	\$ 4,652,302.00	\$ 378,324.67	\$ 714,558.04	15.36%	\$ 3,937,743.96
2400	Support Services - Pupil Health	\$ 1,109,761.00	\$ 34,037.65	\$ 49,244.22	4.44%	\$ 1,060,516.78
2500	Business Administration	\$ 943,106.00	\$ 110,073.28	\$ 159,109.69	16.87%	\$ 783,996.31
2600	Maintenance Bldg. & Grounds	\$ 6,497,586.00	\$ 344,803.75	\$ 1,008,133.08	15.52%	\$ 5,489,452.92
2700	Student Transportation Services	\$ 3,685,250.00	\$ 49,469.34	\$ 59,862.39	1.62%	\$ 3,625,387.61
2800	Public Relations / Staff Services	\$ 760,905.00	\$ 58,381.96	\$ 124,157.50	16.32%	\$ 636,747.50
2900	Other Support Services	\$ 39,000.00	\$ -	\$ -	0.00%	\$ 39,000.00
3100	Food Services	\$ -	\$ (21,540.36)	\$ (5,352.04)	0.00%	\$ 5,352.04
3210	Student Activities	\$ 317,890.00	\$ 749.48	\$ 1,509.48	0.47%	\$ 316,380.52
3250	Athletics	\$ 1,412,737.00	\$ 42,980.09	\$ 129,071.31	9.14%	\$ 1,283,665.69
3300	Community Services	\$ 61,700.00	\$ -	\$ 125.00	0.20%	\$ 61,575.00
4200	Site Improvement	\$ -	\$ -	\$ -	0.00%	\$ -
4400	Architect Professional Service	\$ -	\$ -	\$ -	0.00%	\$ -
4500	Building Acq & Const Services	\$ -	\$ -	\$ -	0.00%	\$ -
4600	Building Improvement	\$ -	\$ -	\$ -	0.00%	\$ -
5100	Debt Service	\$ 8,421,050.00	\$ 4,625,347.16	\$ 4,625,347.16	54.93%	\$ 3,795,702.84
5200	Fund Transfers / Bond Issues	\$ 992,150.00	\$ -	\$ -	0.00%	\$ 992,150.00
5800	Suspense Accounts	\$ -	\$ (179,932.03)	\$ -	0.00%	\$ -
5900	Budgetary Reserve	\$ 250,000.00	\$ -	\$ -	0.00%	\$ 250,000.00
	Fund Total	\$ 92,403,046.00	\$ 7,859,005.07	\$ 10,691,989.93	11.57%	\$ 81,711,056.07

26-27 Contract Approval Worksheet

ATTACHMENT #1 - September 15, 2026

Contract Link	Vendor / Company / Contractor	Title of Contract	Purpose or Scope of Services	Contract Start Date	Contract End Date	Amount of Contract	Dept/Area	Funding Source
Contract Link	Mixed Impressions DJs	DJ Booking Contract	DJ services for November 6, 2026 Middle school dance.	11/6/2026	11/6/2026	\$375.00	Middle School	Student Activities
Contract Link	Mixed Impressions DJs	DJ Booking Contract	DJ services for March 19, 2027 Middle school dance.	3/19/2027	3/19/2027	\$375.00	Middle School	Student Activities
Contract Link	Cutting Edge Pro Events	Homecoming Dance DJ Service Agreement	DJ services for September 26, 2026 High School Homecoming dance.	9/26/2026	9/27/2026	\$1,800.00	High School	Student Activities
Contract Link	IU13	IU13 Business Partner Sponsorship Agreement	Community Based Training Experience Program	7/1/2026	6/30/2027	up to \$5,000	Human Resources	Food Service
Contract Link	Groff Transportation Company	26-27 Groff Transportation Contract	Annual renewal contract for 26-27 fiscal year with current year rates.	7/1/2026	6/30/2027	3.0% increase from 25-26, per original contract through 6/30/28	Transportation	General Fund
Contract Link	Shultz Transportation Company	26-27 Shultz Transportation Contract	Annual renewal contract for 26-27 fiscal year with current year rates.	7/1/2026	6/30/2027	3.0% increase from 25-26, per original contract through 6/30/31	Transportation	General Fund
Contract Link	Lititz recCenter	Lititz recCenter Aquatic Agreement 2026-2027	This contract outlines the relationship between the Lititz recCenter and Warwick School District's Swim Team including team practice, swim meets, responsibilities of Warwick Swim Team, Responsibilities of the Lititz recCenter, term of the lease, rent, cancellation policy, and default by either party.	11/16/2026	2/5/2027	\$17,500.00	High School	General Fund

ATTACHMENT #2 - September 15, 2026

Warwick Shool District
Obsolete Equipment
2026-2027

Type / Equip.	Model # / Category	Manufacturer	Serial	WSD #	Obsolete Date	Year Purchased	Purchase Price	Estimated Value	Reason
100 Student Desks	Equipment	unknown not identified	N/A	N/A not marked	8/21/2026	unknown		Unknown	These were moved to WMS from elementary during COVID to accomodate for the WMS lunch. They have not been used since this time. Elementary does not want them back. We are unable to continue to store them at WMS.
White Football Jerseys (#1-89)	Uniforms	Speedline		2200001667	9/2/2026	2022			Out of Date
SCANNER	EQUIPMENT	Unknown		237	6/30/2026	11/18/2005	\$4,514.00	0.00	Remove from CSIU-FIS Fixed Asset List
Workgroup Server	EQUIPMENT	Unknown		205	6/30/0226	1/1/1996	\$4,197.50	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER POWER MACINTOSH 5400/200	EQUIPMENT	Unknown		206	6/30/2026	1/1/1994	\$1,571.79	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER POWER MACINTOSH 5400/180	EQUIPMENT	Unknown		209	6/30/2026	1/1/1994	\$1,571.79	0.00	Remove from CSIU-FIS Fixed Asset List
PRINTER LASERWRITER 16/600PS	EQUIPMENT	Unknown		215	6/30/2026	1/1/1996	\$286.35	0.00	Remove from CSIU-FIS Fixed Asset List
PRINTER LASERWRITER 16/600PS	EQUIPMENT	Unknown		219	6/30/2026	1/1/1963	\$1,610.76	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER APPLE IMAC	EQUIPMENT	Unknown		224	6/30/2026	1/1/2000	\$1,337.97	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER POWER MACINTOSH 5400/180	EQUIPMENT	Unknown		231	6/30/2026	1/1/1996	\$1,493.85	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER APPLE IMAC	EQUIPMENT	Unknown		232	6/30/2026	1/1/2020	\$1,337.97	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER POWER MACINTOSH 5400/180	EQUIPMENT	Unknown		240	6/30/2026	1/1/2020	\$1,337.97	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER POWER MACINTOSH 5400/180	EQUIPMENT	Unknown		248	6/30/2026	1/1/1995	\$1,532.82	0.00	Remove from CSIU-FIS Fixed Asset List
PRINTER APPLE IMAGEWRITER II	EQUIPMENT	Unknown		251	6/30/2026	1/1/1993	\$481.12	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER POWER MACINTOSH 5400/180	EQUIPMENT	Unknown		252	6/30/2026	1/1/1993	\$1,610.76	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER TOWER W/MONITOR 15 CTX	EQUIPMENT	Unknown		381	6/30/2026	1/1/1993	\$1,610.76	0.00	Remove from CSIU-FIS Fixed Asset List
PRINTER APPLE STYLEWRITER 1800	EQUIPMENT	Unknown		382	6/30/2026	1/1/1993	\$308.76	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER APPLE IMAC	EQUIPMENT	Unknown		429	6/30/2026	1/1/2000	\$1,337.97	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER AST BRAVO MS P/75 W/MONITOR HP M/S	EQUIPMENT	Unknown		433	6/30/2026	1/1/1993	\$1,610.76	0.00	Remove from CSIU-FIS Fixed Asset List
PRINTER OKIDATA 390	EQUIPMENT	Unknown		434	6/30/2026	1/1/1993	\$432.76	0.00	Remove from CSIU-FIS Fixed Asset List
PRINTER CANON BJC-4100	EQUIPMENT	Unknown		435	6/30/2026	1/1/1993	\$308.76	0.00	Remove from CSIU-FIS Fixed Asset List
PRINTER HEWLETT PACKARD LASERJET 5	EQUIPMENT	Unknown		440	6/30/2026	1/1/1997	\$1,454.88	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER APPLE IMAC	EQUIPMENT	Unknown		462	6/30/2026	1/1/2020	\$1,337.97	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER APPLE IMAC	EQUIPMENT	Unknown		463	6/30/2026	1/1/1993	\$481.12	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER POWER MACINTOSH 5400/200	EQUIPMENT	Unknown		464	6/30/2026	1/1/1998	\$1,415.91	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER APPLE IMAC	EQUIPMENT	Unknown		467	6/30/2026	1/1/2000	\$1,337.97	0.00	Remove from CSIU-FIS Fixed Asset List
SWITCHER INTERLINK 48 PORT	EQUIPMENT	Unknown		468	6/30/2026	1/1/1993	\$2,106.76	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER HUB 3COM 3C16271	EQUIPMENT	Unknown		469	6/30/2026	1/1/1993	\$824.60	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER HUB 3COM M/SUPERSTACKER 2	EQUIPMENT	Unknown		470	6/30/2026	6/1/1993	\$824.60	0.00	Remove from CSIU-FIS Fixed Asset List
PRINTER EPSON LQ-670	EQUIPMENT	Unknown		518	6/30/2026	1/1/1993	\$383.16	0.00	Remove from CSIU-FIS Fixed Asset List
PRINTER OKIDATA MICROLINE 390	EQUIPMENT	Unknown		519	6/30/2026	1/1/1993	\$432.76	0.00	Remove from CSIU-FIS Fixed Asset List
PRINTER OKIDATA MICROLINE 390	EQUIPMENT	Unknown		520	6/30/2026	1/1/1993	\$432.76	0.00	Remove from CSIU-FIS Fixed Asset List
SCANNER BAR CODE FOLLETT	EQUIPMENT	Unknown		523	6/30/2026	1/1/1993	\$396.80	0.00	Remove from CSIU-FIS Fixed Asset List
PRINTER HEWLETT PACKARD LASERJET	EQUIPMENT	Unknown		524	6/30/2026	1/1/1993	\$1,778.13	0.00	Remove from CSIU-FIS Fixed Asset List
SCANNER HEWLETT PACKARD SCANJET 6300C	EQUIPMENT	Unknown		525	6/30/2026	1/1/1993	\$358.36	0.00	Remove from CSIU-FIS Fixed Asset List
PRINTER HEWLETT PACKARD M/DESKJET 840C	EQUIPMENT	Unknown		526	6/30/2026	1/1/1999	\$232.14	0.00	Remove from CSIU-FIS Fixed Asset List
PRINTER HEWLETT PACKARD LASERJET 8100N	EQUIPMENT	Unknown		530	6/30/2026	1/1/1993	\$3,036.76	0.00	Remove from CSIU-FIS Fixed Asset List
BOARD SMART SMARTBOARD	EQUIPMENT	Unknown		532	6/30/2026	1/1/1993	\$279.00	0.00	Remove from CSIU-FIS Fixed Asset List
PRINTER HEWLETT PACKARD M/LASERJET 4000N	EQUIPMENT	Unknown		536	6/30/2026	1/1/1998	\$1,568.51	0.00	Remove from CSIU-FIS Fixed Asset List
PRINTER EPSON FX-980	EQUIPMENT	Unknown		542	6/30/2026	1/1/2003	\$432.76	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER GATEWAY 2000 W/MONITOR VIVITRON 15	EQUIPMENT	Unknown		548	6/30/2026	1/1/1993	\$1,610.76	0.00	Remove from CSIU-FIS Fixed Asset List
PRINTER HEWLETT PACKARD DESKJET 660C	EQUIPMENT	Unknown		553	6/30/2026	1/1/1993	\$147.56	0.00	Remove from CSIU-FIS Fixed Asset List
PRINTER HEWLETT PACKARD M/DESKJET 680C	EQUIPMENT	Unknown		558	6/30/2026	1/1/1997	\$133.28	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER TCW ACCUSYNC 50	EQUIPMENT	Unknown		559	6/30/2026	1/1/1999	\$528.94	0.00	Remove from CSIU-FIS Fixed Asset List
TAPE DRIVE COLORADO 250MB	EQUIPMENT	Unknown		560	6/30/2026	1/1/1993	\$613.80	0.00	Remove from CSIU-FIS Fixed Asset List
PRINTER EPSON 85E	EQUIPMENT	Unknown		700	6/30/2026	1/1/2003	\$234.36	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER APPLE IMAC	EQUIPMENT	Unknown		701	6/30/2026	1/1/2000	\$1,337.97	0.00	Remove from CSIU-FIS Fixed Asset List
DRIVE FLOPPY APPLE VST	EQUIPMENT	Unknown		702	6/30/2026	1/1/1993	\$135.16	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER MACINTOSH PERFORMA 6116CD W/MONIT	EQUIPMENT	Unknown		703	6/30/2026	1/1/1993	\$1,610.76	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER SERVER IBM 6550	EQUIPMENT	Unknown		707	6/30/2026	1/1/1993	\$6,198.76	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER POWER MACINTOSH 5260/120	EQUIPMENT	Unknown		708	6/30/2026	1/1/1998	\$1,633.91	0.00	Remove from CSIU-FIS Fixed Asset List
MONITOR 14 TOUCH UNA	EQUIPMENT	Unknown		709	6/30/2026	1/1/1993	\$234.36	0.00	Remove from CSIU-FIS Fixed Asset List
COMPUTER POWER MACINTOSH 5400/200 TY710S1E	EQUIPMENT	Unknown		710	6/30/2026	1/1/1998	\$1,415.91	0.00	Remove from CSIU-FIS Fixed Asset List

ATTACHMENT #3 - September 15, 2026

Budget Transfers for Board Approval

Board Meeting Date: September 15, 2026

Fiscal Year: 25-26

Account Code	\$ TO	\$ FROM	Transfer Comments
10-1221-322-000-00-000-065-412-0000		(79,386.00)	To move Special education budget funds to actual expenditures
10-1241-322-000-30-860-065-412-0000	79,386.00		
10-1221-322-000-00-000-065-412-0000		(29,925.00)	To move Special education budget funds to actual expenditures
10-1241-322-520-00-000-000-412-0000	29,925.00		
10-1233-323-000-00-000-000-412-0000		(75,260.00)	To move Special education budget funds to actual expenditures
10-1225-322-000-00-000-000-412-0000	75,260.00		
10-1233-322-000-00-000-065-412-0000		(316,139.00)	To move special education budget funds to IDEA funding source
10-1241-322-520-00-000-000-412-0000	316,139.00		
10-1233-322-000-00-000-065-412-0000		(214,739.00)	To move special education budget funds to IDEA funding source
10-1233-322-520-00-000-065-412-0000	214,739.00		
10-2620-762-000-10-240-000-600-0000		(14,000.00)	Move equipment budget to actual spent on supplies
10-2620-610-000-00-000-000-600-0000	14,000.00		
10-2620-762-000-10-220-000-600-0000		(14,000.00)	Move equipment budget to actual spent on supplies
10-2620-610-000-00-000-000-600-0000	14,000.00		
10-2620-538-000-30-860-000-600-0000		(22,306.00)	Move budget funds to agree
10-2620-411-000-00-000-000-600-0000	22,306.00		
10-2620-424-000-30-550-000-690-0000		(2,523.00)	Move budget funds to actual building expense
10-2620-424-000-10-240-000-690-0000	2,523.00		
10-2620-424-000-30-860-000-690-0000		(14,771.00)	Move budget funds to actual building expense
10-2620-424-000-10-230-000-690-0000	14,771.00		
10-2620-424-000-30-550-000-690-0000		(1,015.00)	Move budget funds to actual building expense
10-2620-424-000-10-220-000-690-0000	1,015.00		
10-2620-424-000-30-550-000-690-0000		(2,857.00)	Move budget funds to actual building expense
10-2620-424-000-10-210-000-690-0000	2,857.00		
10-2620-424-000-30-860-000-690-0000		(1,034.00)	Move budget funds to actual building expense
10-2620-424-000-10-210-000-690-0000	1,034.00		
10-2620-173-000-30-860-000-000-0000		(48,114.00)	Move OT Budget to actual expense
10-2620-171-000-30-860-000-000-0000	48,114.00		
10-2620-173-000-30-550-000-000-0000		(10,638.00)	Move OT Budget to actual expense
10-2620-171-000-30-550-000-000-0000	10,638.00		
10-2620-173-000-10-240-000-000-0000		(7,051.00)	Move OT Budget to actual expense
10-2620-171-000-10-240-000-000-0000	7,051.00		
10-3300-591-000-00-000-062-964-0000		(3,624.00)	Crossing guards underbudget, move funds to other professional services
10-2660-181-000-00-000-000-000-0000	3,624.00		
10-3330-860-000-00-000-000-964-0000		(567.00)	Move budget for withholding to actual expense
10-2910-595-000-00-000-065-964-0000	567.00		
10-3300-591-000-00-000-061-964-0000		(1,805.00)	Crossing guards underbudget, move

Account Code	\$ TO	\$ FROM	Transfer Comments
10-2517-310-000-00-000-000-930-0000	1,805.00		funds to other professional services
10-3300-591-000-00-000-062-964-0000		(3,876.00)	Crossing guards underbudget, move
10-2350-330-000-00-000-310-960-0000	3,876.00		funds to other professional services
10-2310-820-000-00-000-000-950-0000		(6,665.00)	Move budget for communications to
10-2511-530-000-00-000-000-930-0000	6,665.00		actual expense
10-2350-330-000-00-000-310-960-0000		(11,289.00)	Move legal fee budget to actual
10-2350-330-000-00-000-000-960-0000	11,289.00		
10-2511-330-000-00-000-000-930-0000		(39,356.00)	Move budget for Business
10-2330-310-000-00-000-063-960-0000	39,356.00		Professional Services to Tax
10-5900-000-000-00-000-000-962-0000		(67,544.00)	Move budget reserve to support staff
10-1290-191-000-30-860-000-000-0000	67,544.00		wage increase approved after 2526
10-5900-000-000-00-000-000-962-0000		(57,021.00)	Move budget reserve to support staff
10-1801-191-217-10-230-000-000-0000	57,021.00		wage increase approved after 2526
10-5900-000-000-00-000-000-962-0000		(61,492.00)	Move budget reserve to support staff
10-1241-191-000-30-550-000-000-0000	61,492.00		wage increase approved after 2526
10-5900-000-000-00-000-000-962-0000		(50,794.00)	Move budget reserve to support staff
10-1241-191-000-10-210-000-000-0000	50,794.00		wage increase approved after 2526
10-1110-191-000-30-860-000-000-0000		(20,246.00)	Move support staff wages to actual
10-1290-191-000-00-000-000-000-0000	20,246.00		expense
10-1241-191-000-30-860-000-000-0000		(22,966.00)	Move support staff wages to actual
10-1241-191-000-10-230-000-000-0000	22,966.00		expense
10-1110-191-000-10-230-000-000-0000		(40,623.00)	Move support staff wages to actual
10-1241-191-000-10-240-000-000-0000	40,623.00		expense
10-1233-191-000-30-860-000-000-0000		(18,484.00)	Move support staff wages to actual
10-1110-191-000-10-220-000-000-0000	18,484.00		expense
10-1233-191-000-30-550-000-000-0000		(8,295.00)	Move support staff wages to actual
10-1233-191-000-10-230-000-000-0000	8,295.00		expense
10-1241-191-000-10-220-000-000-0000		(7,595.00)	Move support staff wages to actual
10-1420-191-000-00-000-000-350-0102	7,595.00		expense
	<u>1,276,000.00</u>	<u>(1,276,000.00)</u>	



ATTACHMENT #4 - September 15, 2026

REVISED

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Policy 102 — Academic Standards

Printed 8/26/2026

Policy Number 102
Title Academic Standards
Adopted 7/19/2011
Revised 10/21/2025

102

Academic Standards

Adopted: 7/19/2011 Last Revised: 10/21/2025

Purpose

The Board recognizes the importance of developing, assessing and expanding academic standards to challenge students to achieve at their highest level possible. To this end, the district shall establish rigorous academic standards in accordance with, and may expand upon, those adopted by the State Board of Education. [\[1 \]](#)[\[2 \]](#)

Definition

Academic standards means what a student should know and be able to do at a specified grade level. For purposes of this policy, the term **academic standards** encompasses Pennsylvania Core Standards, **Pennsylvania Integrated Standards**, state academic standards and local academic standards. [\[3 \]](#)

Authority

The Board shall approve academic standards for district students to attain, in the following content areas: [\[2 \]](#)

1. English Language Arts (reading, writing, speaking and listening). **PA Core Standards**.
2. Mathematics. **PA Core Standards**
3. Science, Environment, Ecology, Technology and Engineering (Grades K-5). **PA Integrated Standards**.

4. Science, Environment and Ecology (Grades 6-12).
5. Technology and Engineering (Grades 6-12).
6. Social Studies (history, geography, civics and government, economics) - to include **PA Core Standards** reading in history and social studies, and writing for history and social studies.
7. Arts and Humanities.
8. Career Education and Work.
9. Health, Safety and Physical Education.
10. Family and Consumer Sciences.
11. **Personal Finance.**

Guidelines

The district's curriculum shall be designed to provide students with the planned instruction needed to attain established academic standards **Such standards require the incorporation of education on social media literacy.** ^[2] ^[4] ^[5]

The district shall address social media literacy by providing instruction to students on the potential health and academic impacts, and safety and security concerns associated with social media use. ^[9]

The district shall assess individual student attainment of established academic standards and provide assistance for students having difficulty attaining academic standards. ^[2] ^[6] ^[7]

Students with disabilities may attain academic standards by completion of their Individualized Education Programs in accordance with law, regulations and Board policy. ^[2] ^[8]

Footnotes

[1] 22 PA Code 4.11
pacodeandbulletin.gov
pacodeandbulletin.gov
Legal Reference [View source](#) 

[2] 22 PA Code 4.12
pacodeandbulletin.gov
pacodeandbulletin.gov
Legal Reference [View source](#) 

[3] 22 PA Code 4.3
pacodeandbulletin.gov
pacodeandbulletin.gov
Legal Reference [View source](#) 

[4] Pol. 105
Legal Reference [Open policy](#) 

[5] Pol. 107
Legal Reference [Open policy](#) 

[6] Pol. 127
Legal Reference [Open policy](#) 

[7] Pol. 212
Legal Reference [Open policy](#) 

[8] Pol. 113
Legal Reference [Open policy](#) 



Policy Number 105
Title Curriculum
Adopted 7/19/2011
Revised 10/21/2025

105

Curriculum

Adopted: 7/19/2011 Last Revised: 10/21/2025

Purpose

The Board recognizes its responsibility for the development, assessment and improvement of the educational program of the schools. To this end, the curriculum shall be evaluated, developed and modified on a continuing basis and in accordance with a plan for curriculum improvement.

[1]

Definition

For purposes of this policy, **curriculum** shall be defined as a series of planned instruction aligned with established academic standards in each subject that is coordinated, articulated and implemented in a manner designed to result in the achievement of academic standards at the proficient level by all students.[2][3] [4]

Authority

The Board shall be responsible for the curriculum of the district's schools. The curriculum shall be designed to provide students the opportunity to achieve the academic standards established by the Board. Attaining the academic standards requires students to demonstrate the acquisition and application of knowledge.[1][2] [4]

In order to provide a quality educational program for district students, the Board shall adopt a curriculum plan that includes the requirements for courses to be taught; subjects to be taught in the English language; courses adapted to the age, development and needs of students; and

strategies for assisting those students having difficulty attaining the academic standards.[1][2]
[5][6] [7] [8]

Special Instruction/Observances

The district's curriculum plan must also include provisions for special instruction and observances to comply with state and federal law including, but not limited to, Constitution Day and Citizenship Day, Arbor Day and the Bill of Rights Week.[9][10][11]

Guidelines

The district's curriculum shall provide the following:

1. Continuous learning through effective collaboration among the schools of this district.
2. Continuous access for all students to sufficient programs and services of a library/media facility and classroom collection to support the educational program. [12]
3. Guidance and counseling services for all students to assist in career and academic planning. [13]
4. A continuum of educational programs and services for all students with disabilities, pursuant to law and regulation. [14]
5. Language Instruction Educational Program for English Learner students, pursuant to law, regulation and Board policy.[15] [16]
6. Compensatory education programs for students, pursuant to law and regulation.
7. Equal educational opportunity for all students, pursuant to law and regulation. [17] [18]
8. Career awareness and vocational education, pursuant to law and regulation. [19]
9. Educational opportunities for identified gifted students, pursuant to law and regulation. [20]
10. Regular and continuous instruction in required safety procedures. [21]

Delegation of Responsibility

As the educational leader of the district, the Superintendent shall be responsible to the Board for the district’s curriculum. The Superintendent shall establish procedures for curriculum development, evaluation and modification, which ensure the utilization of available resources, and effective participation of administrators, teaching staff members, community members, and Board members.[1]

A listing of all curriculum materials shall be made available for the information of parents/guardians, students, staff and Board members.[1] [22]

With prior Board approval, the Superintendent may conduct pilot programs as deemed necessary to the continuing improvement of the instructional program. The Superintendent shall report periodically to the Board on the status of each pilot program, along with its objectives, evaluative criteria, and costs.

The Board encourages, where it is feasible and in the best interest of district students, participation in state-initiated pilot programs of educational research.

The Board directs the Superintendent to actively pursue state and federal aid in support of research activities.

Legal citations to reference 24 P.S. Sec. 15-1512.1 and 24 P.S. Sec. 15-1556 were added to Policy 105

Footnotes

[1] 22 PA Code 4.4
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Legal Reference

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[2] 22 PA Code 4.12
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pacodeandbulletin.gov
Legal Reference

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[3] 22 PA Code 4.3
pacodeandbulletin.gov
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Legal Reference

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[4] Pol. 102
Legal Reference

Open policy

[5] 24 P.S. 1511
palegis.us
palegis.us
Legal Reference

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[6] 24 P.S. 1512
palegis.us [View source](#) 
palegis.us
Legal Reference

[7] Pol. 107
Legal Reference [Open policy](#) 

[8] Pol. 127
Legal Reference [Open policy](#) 

[9] 36 U.S.C. 106
uscode.house.gov [View source](#) 
uscode.house.gov
Legal Reference

[10] P.L. 108-447
govinfo.gov [View source](#) 
govinfo.gov
Legal Reference

[11] 24 P.S. 1541-1555
palegis.us [View source](#) 
palegis.us
Legal Reference

[12] Pol. 109
Legal Reference [Open policy](#) 

[13] Pol. 112
Legal Reference [Open policy](#) 

[14] Pol. 113
Legal Reference [Open policy](#) 

[15] 22 PA Code 4.26
pacodeandbulletin.gov [View source](#) 
pacodeandbulletin.gov
Legal Reference

[16] Pol. 138
Legal Reference [Open policy](#) 

[17] Pol. 103
Legal Reference [Open policy](#) 

[18] **Pol. 103.1**
Legal Reference [Open policy](#) 

[19] **Pol. 115**
Legal Reference [Open policy](#) 

[20] **Pol. 114**
Legal Reference [Open policy](#) 

[21] **Pol. 805**
Legal Reference [Open policy](#) 

[22] **Pol. 105.1**
Legal Reference [Open policy](#) 



Policy Number 204.1
Title Virtual Attendance and Wellness Checks
Version v2 · 8/25/2026

Virtual Attendance and Wellness Checks

PURPOSE

This policy establishes standards for wellness checks for students who receive academic instruction exclusively through the district's virtual instruction program for the full school year. Wellness checks are conducted to verify attendance and to facilitate the safety and well-being of students.

AUTHORITY

The Board directs the maintenance of a wellness check process that complies with state law.[\[1\]](#)

This policy shall be posted on the district's publicly accessible website.[\[1\]](#)

DEFINITION

District employee/representative – a district teacher, administrator or other district representative who is subject to mandated reporter requirements for child abuse under the Child Protective Services Law.[\[2\]](#)[\[3\]](#)

DELEGATION OF RESPONSIBILITY

The Superintendent or designee shall be responsible for implementing this policy.

It shall be the responsibility of the designated district employee/representative to administer wellness check procedures in accordance with applicable law and this policy.

GUIDELINES

Weekly Wellness Checks

Weekly wellness checks must be conducted for each student enrolled in the district's virtual instruction program who receives academic instruction exclusively through virtual means for the full school year.[\[1\]](#)

At least once during any week consisting of three (3) or more full or partial academic instructional days, a district employee/representative shall ensure that each student is visibly seen and communicated with in real time either, in person or through electronic means.[\[1\]](#)

Wellness Check Methods

Acceptable methods of conducting wellness checks include:[\[1\]](#)

1. A student turning on a webcam and the district employee/representative visibly seeing and communicating with the student during synchronous online instruction.
2. Virtual or face-to-face participation by the student in any of the following activities:
 - a. Health screenings.
 - b. Standardized testing.
 - c. Advising sessions.
 - d. Tutoring sessions.
 - e. In person, school-sponsored activities chaperoned by a district employee/representative.

Excused Absence Exemptions

A student may be exempt from a wellness check on the day a check is attempted if the student has an excused absence pursuant to applicable attendance requirements.[\[1\]](#) [\[4\]](#) [\[5\]](#)

If this occurs, the district shall conduct the wellness check on the next school day or another school day during the same week. If a student has an excused absence for all school days during the same week, the student shall be exempt from the wellness check requirement for that week.[\[1\]](#) [\[4\]](#)[\[5\]](#)

Internet or Power Outage Exemptions

A student may be exempt from a wellness check when the student's household experiences a documented Internet or power outage during the day and time of the attempted wellness check.[\[1\]](#)

If this occurs, the district shall conduct the wellness check on the next school day or another school day during the same week following resolution of the outage.[\[1\]](#)

The student's parent/guardian shall provide documentation of the outage to the district as soon as possible.[\[1\]](#)

Failure to Complete a Required Wellness Check

Within one (1) school day after a student fails to complete a required wellness check, the district shall:[\[1\]](#)

1. Make documented and ongoing efforts to complete the required wellness check and contact the student's parent/guardian using at least two (2) different methods of communication; and
2. Provide written notice to the parent/guardian, in the parent's/guardian's preferred language, stating that the required wellness check has not been completed.

Wellness Review Conference

If the required wellness check is not completed within three (3) school days following the issuance of written notice, the district shall immediately schedule a wellness review conference to occur within one (1) school day. The wellness review conference may be conducted in person or through electronic means.[\[1\]](#)

The wellness review conference will be conducted to:[\[1\]](#)

1. Complete the required wellness check through real-time visual interaction with the student;
2. Reestablish communication with the student and the student's parent/guardian; and
3. Identify interventions to facilitate future participation in wellness checks.

The wellness review conference shall convene as scheduled regardless of whether the student or the student's parent/guardian participates.[\[1\]](#)

In-Person Wellness Check

If a student does not participate in the wellness review conference, the district must conduct an in-person wellness check within twenty-four (24) hours of the scheduled conference, even if this time period falls on a weekend or holiday.[\[1\]](#)

Wellness Check Records

The district shall maintain accurate records of all wellness checks, including the date, time, method, and outcome of each check.[\[1\]](#)

District administrators are prohibited from altering attendance records for wellness checks after a wellness check has been performed, except to correct an identified error.[\[1\]](#)

Reporting Requirements

Any district employee/representative who observes an indications of abuse, neglect or harm to a child during a wellness check, wellness review conference, or related contact, the district employee/representative is required to report the concerns in accordance with law and Board policy.[\[1\]](#)[\[2\]](#)[\[3\]](#)

The district shall maintain documentation sufficient to demonstrate compliance with this policy and applicable law.[\[1\]](#)

Such documentation shall be provided to the Pennsylvania Department of Education (PDE) upon request. Failure to comply with the with such requests may result in:[\[1\]](#)

1. A requirement to report to PDE the date, time and method of each wellness check for each student enrolled exclusively in the district's virtual instruction program.
2. Mandating district educators, administrators and staff to complete child abuse recognition, prevention and reporting training annually.
3. Requiring the district to meet in person with each student enrolled in a virtual instruction program at least once during the school year following the school year in which the district was found to be out of compliance.
4. Prohibiting the district from being awarded a competitive state grant by PDE until the district demonstrates compliance.

Footnotes

[1] **24 P.S. 1327.4**
palegis.us
palegis.us
Legal Reference
[View source](#) 

[2] **23 Pa. C.S.A. 6301**
palegis.us
palegis.us
Legal Reference
[View source](#) 

[3] **Pol. 806**
Policy Reference
[Open policy](#) 

[4] **24 P.S. 1329**
palegis.us
palegis.us
Legal Reference
[View source](#) 

[5] **Pol. 204**
Policy Reference
[Open policy](#) 

Legal References

- [1] 24 P.S. 1327.4 — 24 P.S. 1327.4
- [2] 23 Pa. C.S.A. 6301 et seq — 23 Pa. C.S.A. 6301 et seq
- [3] Pol. 806
- [4] 24 P.S. 1329 — 24 P.S. 1329
- [5] Pol. 204



Policy Number 209
Title Health Examinations/Screenings
Adopted 7/19/2011
Revised 10/20/2020

209

Health Examinations/Screenings

📅 Adopted: 7/19/2011 📅 Last Revised: 10/20/2020

Authority

In compliance with applicable law and regulations, and Board-approved health and safety plans, the Board shall require that district students submit to health and dental examinations, screenings and health monitoring in order to protect the school community from the spread of communicable disease and to ensure that the student's participation in health, safety and physical education courses meets the student's individual needs and that the learning potential of each student is not lessened by a remediable physical disability. [\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)

Guidelines

Each student shall receive a comprehensive health examination conducted by the school physician upon original entry, in sixth grade, and in eleventh grade. [\[2\]](#)[\[4\]](#)[\[5\]](#)

Each student shall receive a comprehensive dental examination conducted by the school dentist upon original entry, in third grade, and in seventh grade. [\[3\]](#)[\[4\]](#)[\[5\]](#)

A private health and/or dental examination conducted at the parents'/guardians' request and expense shall be accepted in lieu of the school examination. The district shall accept reports of privately conducted physical and dental examinations completed within one (1) year prior to a student's entry into the grade where an exam is required. [\[5\]](#)

The school nurse or medical technician shall administer to each student vision tests, hearing tests, tuberculosis tests **and** other tests deemed advisable **advisable at** ~~and height and weight measurements, at~~ intervals established by the district. Height and weight measurements shall be

used to calculate the student's weight-for-height ratio.[2][4][6]

The school nurse or other health care practitioner shall conduct measurements of height and weight for each student for the purpose of tracking growth patterns. Height and weight measurements will be conducted at intervals established by the district and in a manner that protects student confidentiality. Parents/Guardians have the right to request an exemption from height and weight measurements for their child, and the district must provide notification of the exemption request procedure.[2][25]

Parents/Guardians of students who are to receive physical and dental examinations or screenings shall be notified. The notice shall include the date and location of the examination or screening and notice that the parents/guardians may attend. The notice shall encourage the parent/guardian to have the examination or screening conducted by the student's private physician or dentist at the parent's/guardian's expense to promote continuity of care. Such statement may also include notification that the student may be exempted from such examination or screening if it is contrary to the parent's/guardian's religious beliefs.[7][8][9]

A student who presents a statement signed by the parent/guardian that a health examination is contrary to the student's or parent's/guardian's religious beliefs shall be examined only when the Secretary of Health determines that facts exist indicating that certain conditions would present a substantial menace to the health of others in contact with the student if the student is not examined for those conditions.[10][11]

Where it appears to school health officials or teachers that a student deviates from normal growth and development, or where school examinations reveal conditions requiring health or dental care, the parent/guardian shall be notified of the apparent need for a special examination by the student's private physician or dentist. The parent/guardian shall report to the school whether a special examination occurred. If the parent/guardian fails to report whether the examination occurred within a reasonable time after being notified of the apparent need and the abnormal condition persists, appropriate school health personnel shall arrange a special health examination for the student.[2][4][12]

In the event that the parent/guardian objects to or refuses to obtain a regular or special health or dental examination or refuses to permit the child to be examined as arranged by the school nurse or school physician, the school nurse, in consultation with the school physician, shall determine whether the student appears to have unaddressed health conditions such that under the circumstances the refusal should be reported to the PA Department of Health or other appropriate authorities.

Where school health officials or staff have reasonable cause to suspect that a student may be the victim of child abuse, the school employee shall make a report of suspected child abuse in accordance with law and Board policy.[13] [14]

Health Monitoring

The Board directs district staff to monitor student health in accordance with applicable Board policy and the Board-approved health and safety plan. ^[15]

A student may request an alternative method of monitoring as a religious accommodation, and designated district staff shall assess and respond to such request in accordance with applicable law, regulations and Board policy. A request for an accommodation that would unreasonably impair safety or cause undue hardship will not be granted. ^[16]

A student with a health condition that may render a monitoring method ineffective should notify designated staff so that alternative or supplemental methods may be considered. ^{[16] [17]}

Students who may be exhibiting symptoms that indicate health concerns shall be referred to the school nurse or designated staff for further assessment and response, in accordance with Board policy. ^[15]

Health Records

The district shall maintain for each student a comprehensive health record which includes a record of immunizations and the results of tests, measurements, regularly scheduled examinations and special examinations. ^[2]

All health records shall be confidential and shall be disclosed only when necessary for the health of the student or when requested by the parent/guardian, in accordance with law and Board policy. ^{[18] [19] [20]}

The district may disclose information from health records to appropriate parties in connection with an emergency when necessary to protect the health or safety of the student or other individuals, in accordance with applicable law and Board policy. ^{[15] [18] [19] [20] [21] [22] [23]}

Designated district staff shall request from the transferring school the health records of students transferring into district schools. Staff shall respond to such requests for the health records of students transferring from district schools to other schools. ^[18]

The district shall destroy student health records only after the student has not been enrolled in district schools for at least two (2) years. ^{[18] [24]}

Delegation of Responsibility.

The Superintendent or designee shall instruct all staff members to continually observe students for conditions that indicate health concerns or disability and to promptly report such conditions to the school nurse or designated staff.^[2]

The Superintendent or designee shall ensure that educational information and materials regarding eating disorder awareness and education are made available to students in grades six through twelve. Eating disorder awareness and educational materials must also be posted on the district’s website.^{[26][27]}

The Superintendent or designee shall ensure that notice is provided to all parents/guardians regarding the existence of and eligibility for the Children's Health Insurance Program (CHIP).^[12]

Footnotes

[1]

24 P.S. 1401
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Legal Reference

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[2]

24 P.S. 1402
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[3]

24 P.S. 1403
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[4]

22 PA Code 12.41
pacodeandbulletin.gov
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[5]

24 P.S. 1407
palegis.us
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[6]

28 PA Code 23.1
pacodeandbulletin.gov
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[7]

24 P.S. 1405
palegis.us

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[8]

28 PA Code 23.2
palegis.us
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pacodeandbulletin.gov
Legal Reference

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[9] 20 U.S.C. 1232h
law.cornell.edu
law.cornell.edu
Legal Reference [View source](#) 

[10] 24 P.S. 1419
palegis.us
palegis.us
Legal Reference [View source](#) 

[11] 28 PA Code 23.45
pacodeandbulletin.gov
pacodeandbulletin.gov
Legal Reference [View source](#) 

[12] 24 P.S. 1406
palegis.us
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Legal Reference [View source](#) 

[13] 23 Pa. C.S.A. 6311
palegis.us
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Legal Reference [View source](#) 

[14] Pol. 806
Legal Reference [Open policy](#) 

[15] Pol. 203
Legal Reference [Open policy](#) 

[16] Pol. 103
Legal Reference [Open policy](#) 

[17] Pol. 103.1
Legal Reference [Open policy](#) 

[18] 24 P.S. 1409
palegis.us
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Legal Reference [View source](#) 

[19] Pol. 113.4
Legal Reference [Open policy](#) 

[20] Pol. 216
Legal Reference [Open policy](#) 

[21] **20 U.S.C. 1232g**
law.cornell.edu
law.cornell.edu
Legal Reference

[View source](#) 

[22] **34 CFR Part 99**
law.cornell.edu
law.cornell.edu
Legal Reference

[View source](#) 

[23] **Pol. 805**
Legal Reference

[Open policy](#) 

[24] **Pol. 800**
Legal Reference

[Open policy](#) 



Policy Number 246
Title School Wellness
Adopted 2/18/2014
Revised 11/16/2021

246

School Wellness

📅 Adopted: 2/18/2014 📅 Last Revised: 11/16/2021

Purpose

Warwick School District recognizes that student wellness and proper nutrition are related to students' physical well-being, growth, development and readiness to learn. The Board is committed to providing a school environment that promotes student wellness, proper nutrition, nutrition education and promotion, and regular physical activity as part of the total learning experience. In a healthy school environment, students will learn about and participate in positive dietary and lifestyle practices that can improve student achievement.

Authority

The Board adopts this policy based on the recommendations of the Wellness Committee and in accordance with federal and state laws and regulations. [\[1 \]](#)[\[2\]](#)

To ensure the health and well-being of all students, the Board establishes that the district shall provide to students:

1. A comprehensive nutrition program consistent with federal and state requirements.
2. Access at reasonable cost to foods and beverages that meet established nutrition guidelines.
3. Physical education courses and opportunities for developmentally appropriate physical activity during the school day.
4. Curriculum and programs for grades K-12 that are designed to educate students about proper nutrition and lifelong physical activity, in accordance with State Board of Education curriculum regulations and academic standards.

Delegation of Responsibility

The Superintendent or designee shall be responsible for the implementation and oversight of this policy to ensure each of the district's schools, programs and curriculum is compliant with this policy, related policies and established guidelines or administrative regulations.^{[1][2]}

Each building principal or designee shall annually report to the Superintendent or designee regarding compliance in his/her school.^[2]

Staff members responsible for programs related to school wellness shall report to the Superintendent or designee regarding the status of such programs.

The Superintendent or designee shall annually report to the Board on the district's compliance with law and policies related to school wellness. The report may include:

1. Assessment of school environment regarding school wellness issues.
2. Evaluation of food services program.
3. Review of all foods and beverages sold in schools for compliance with established nutrition guidelines.
4. Listing of activities and programs conducted to promote nutrition and physical activity.
5. Recommendations for policy and/or program revisions.
6. Suggestions for improvement in specific areas.
7. Feedback received from district staff, students, parents/guardians, community members and the Wellness Committee.

The Superintendent or designee and the established Wellness Committee shall conduct an assessment at least once every three (3) years on the contents and implementation of this policy as part of a continuous improvement process to strengthen the policy and ensure implementation. This triennial assessment shall be made available to the public in an accessible and easily understood manner and include:^{[1][2]}

1. The extent to which each district school is in compliance with law and policies related to school wellness.
2. The extent to which this policy compares to model wellness policies.
3. A description of the progress made by the district in attaining the goals of this policy.

At least once every three (3) years, the district shall update or modify this policy as needed, based on the results of the most recent triennial assessment and/or as district and community needs and priorities change; wellness goals are met; new health science, information and technologies emerge; and new federal or state guidance or standards are issued.[. 2]

The district shall annually inform and update the public, including parents/guardians, students, and others in the community, about the contents, updates and implementation of this policy via the district website, student handbooks, newsletters, posted notices and/or other efficient communication methods. This annual notification shall include information on how to access the School Wellness policy; information about the most recent triennial assessment; information on how to participate in the development, implementation and periodic review and update of the School Wellness policy; and a means of contacting Wellness Committee leadership.[. 1][2]

Guidelines

Recordkeeping

The district shall retain records documenting compliance with the requirements of the School Wellness policy, which shall include:[2][3]

1. The written School Wellness policy.
2. Documentation demonstrating that the district has informed the public, on an annual basis, about the contents of the School Wellness policy and any updates to the policy.
3. Documentation of efforts to review and update the School Wellness policy, including who is involved in the review and methods used by the district to inform the public of their ability to participate in the review.
4. Documentation demonstrating the most recent assessment on the implementation of the School Wellness policy and notification of the assessment results to the public.

Wellness Committee

The district shall establish a Wellness Committee comprised of, but not necessarily limited to, at least one (1) of each of the following: School Board member, district administrator, district food service representative, student, parent/guardian, school health professional, physical education teacher and member of the public. It shall be the goal that committee membership will include representatives from each school building and reflect the diversity of the community.[1]

The Wellness Committee shall serve as an advisory committee regarding student health issues and shall be responsible for developing, implementing and periodically reviewing and updating a School Wellness policy that complies with law to recommend to the Board for adoption.

The Wellness Committee shall review and consider evidence-based strategies and techniques in establishing goals for nutrition education and promotion, physical activity and other school based activities that promote student wellness as part of the policy development and revision process.
[2]

Nutrition Education

Nutrition education will be provided within the sequential, comprehensive health education program in accordance with curriculum regulations and the academic standards for Health, Safety and Physical Education, and Family and Consumer Sciences. [5] [6] [7]

Nutrition education in the district shall teach, model, encourage and support healthy eating by students. Promoting student health and nutrition enhances readiness for learning and increases student achievement.

Nutrition education shall provide all students with the knowledge and skills needed to lead healthy lives.

Nutrition education lessons and activities shall be age-appropriate.

Nutrition Promotion

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs.

Consistent nutrition messages shall be disseminated and displayed throughout the district, schools, classrooms, cafeterias, homes, community and media.

Consistent nutrition messages shall be demonstrated by avoiding use of unhealthy food items in classroom lesson plans and school staff avoiding eating less healthy food items in front of students.

Physical Activity

District schools shall strive to provide opportunities for developmentally appropriate physical activity during the school day for all students.

Students shall participate daily in a variety of age-appropriate physical activities designed to achieve optimal health, wellness, fitness and performance benefits.

Age-appropriate physical activity opportunities, such as outdoor and indoor recess, before and after school programs, during lunch, clubs, intramurals and interscholastic athletics, shall be provided to meet the needs and interests of all students, in addition to planned physical education.

A physical and social environment that encourages safe and enjoyable activity for all students shall be maintained.

Extended periods of student inactivity, two (2) hours or more, shall be discouraged.

Physical activity breaks shall be provided for students during classroom hours.

Physical Education

A sequential physical education program consistent with curriculum regulations and Health, Safety and Physical Education academic standards shall be developed and implemented. All district students must participate in physical education. ^[6] ^[7] ^[9]

Instruction involving the collection of a student's height and weight measurements must be conducted in a manner that protects student confidentiality. The calculation of body mass index (BMI) is prohibited.^[10]

Quality physical education instruction that promotes lifelong physical activity and provides instruction in the skills and knowledge necessary for lifelong participation shall be provided.

A varied and comprehensive curriculum that promotes both team and individual activities and leads to students becoming and remaining physically active for a lifetime shall be provided in the physical education program.

Adequate amounts of planned instruction shall be provided in order for students to achieve the proficient level for the Health, Safety and Physical Education academic standards.

A local assessment system shall be implemented to track student progress on the Health, Safety and Physical Education academic standards.

Students shall be moderately to vigorously active as much time as possible during a physical education class. Documented medical conditions and disabilities shall be accommodated during class.

Safe and adequate equipment, facilities and resources shall be provided for physical education courses.

Physical education shall be taught by certified health and physical education teachers.

Appropriate professional development shall be provided for physical education staff.

Physical education classes shall have a teacher-student ratio comparable to those of other courses for safe and effective instruction.

Physical activity shall not be used or withheld solely as a form of punishment.

Social Media

A social media literacy program consistent with curriculum regulations and academic standards shall be developed and implemented to address the following:^{[7][8]^[23]}

- 1. Mental, psychological and physical effects of social media and mobile device use.**
- 2. Potential impacts of social media and mobile device use on academic growth and learning.**
- 3. Safe use of social media, including how to recognize suspicious online behavior including, but not limited to:**
 - a. Cyberbullying.**
 - b. Predatory behavior.**
 - c. Potential human trafficking.**
- 4. Personal security and privacy on mobile devices.**

Other School Based Activities

Safe drinking water shall be available and accessible to students, without restriction and at no cost to the student, at all meal periods and throughout the school day.^{[10][11][12][13]}

Nutrition professionals who meet hiring criteria established by the district and in compliance with federal regulations shall administer the school meals program. Professional development and continuing education shall be provided for district nutrition staff, as required by federal regulations.^{[8] [14][15][16]}

District schools shall provide adequate space, as defined by the district, for eating and serving school meals.

Students shall be provided a clean and safe meal environment.

Students shall have access to hand washing or sanitizing before meals and snacks.

Access to the food service operation shall be limited to authorized staff.

Nutrition content of school meals shall be available to students and parents/guardians.

To the extent possible, the district shall utilize available funding and outside programs to enhance student wellness.

The district shall provide appropriate training to all staff on the components of the School Wellness policy.

The district shall support the efforts of parents/guardians to provide a healthy diet and daily physical activity for children by communicating relevant information through various methods.

The district shall maintain a healthy school environment to optimize conditions for learning and minimize potential health risks to students, in accordance with the district's school environmental health program and applicable laws and regulations.

Nutrition Guidelines for All Foods/Beverages at School

All foods and beverages available in district schools during the school day shall be offered to students with consideration for promoting student health and reducing obesity.

Foods and beverages provided through the National School Lunch or School Breakfast Programs shall comply with established federal nutrition standards. [\[10\]](#)[\[11\]](#)[\[14\]](#)[\[15\]](#)

Foods and beverages offered or sold at school-sponsored events outside the school day, such as athletic events and dances, shall offer healthy alternatives in addition to more traditional fare.

Competitive Foods -

Competitive foods available for sale shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School). These standards shall apply in all locations and through all services where foods and beverages are sold to students, which may include, but are not limited to: a la carte options in cafeterias, vending machines, school stores, snack carts and fundraisers.[2][17][18]

~~Competitive foods are defined as foods and beverages offered or sold to students on school campus during the school day, which are not part of the reimbursable school breakfast or lunch.~~

For purposes of this policy, **school campus** means any area of property under the jurisdiction of the school that students may access during the school day.[2][17]

For purposes of this policy, **school day** means the period from midnight before school begins until thirty (30) minutes after the end of the official school day.[2][17]

The district may impose additional restrictions on competitive foods, provided that the restrictions are not inconsistent with federal requirements.[17]

Fundraiser Exemptions -

Fundraising activities held during the school day involving the sale of competitive foods shall be limited to foods that meet the Smart Snacks in School nutrition standards, unless an exemption is approved in accordance with applicable Board policy and administrative regulations. [19]

The district may allow a limited number of exempt fundraisers as permitted by the Pennsylvania Department of Education each school year: up to five (5) exempt fundraisers in elementary and middle school buildings, and up to ten (10) exempt fundraisers in high school buildings. **Exempt fundraisers** are fundraisers in which competitive foods are available for sale to students that do not meet the Smart Snacks in School nutrition standards.[17]

The district shall establish administrative regulations to implement fundraising activities in district schools, including procedures for requesting a fundraiser exemption.

Non-Sold Competitive Foods -

Non-sold competitive foods available to students, which may include but are not limited to foods and beverages offered as rewards and incentives, at classroom parties and celebrations, or as shared classroom snacks, shall meet or exceed the standards established by the district.

If the offered competitive foods do not meet or exceed the Smart Snacks in School nutrition standards, the following standards shall apply:

1. Rewards and Incentives:

- a. Foods and beverages shall not be used as a reward or incentive in district schools.
- b. Foods and beverages shall not be used as a reward for classroom or school activities unless the reward is an activity that promotes a positive nutrition message (e.g., guest chef, field trip to a farm or farmers market, etc.).

2. Shared Classroom Snacks:

- a. Shared classroom snacks are not permitted in district schools.

The district shall provide a list of suggested nonfood ideas and healthy food and beverage alternatives to parents/guardians and staff, which may be posted via the district website, student handbooks, newsletters, posted notices and/or other efficient communication methods.

Marketing/Contracting -

Any foods and beverages marketed or promoted to students on the school campus during the school day shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School) and comply with established Board policy and administrative regulations.[\[2\]](#)[\[17\]](#)

Exclusive competitive food and/or beverage contracts shall be approved by the Board, in accordance with provisions of law. Existing contracts shall be reviewed and modified to the extent feasible to ensure compliance with established federal nutrition standards, including applicable marketing restrictions.[\[20\]](#)

Management of Food Allergies in District Schools

The district shall establish Board policy and administrative regulations to address food allergy management in district schools in order to: [\[21\]](#)

1. Reduce and/or eliminate the likelihood of severe or potentially life-threatening allergic reactions.
2. Ensure a rapid and effective response in case of a severe or potentially life-threatening allergic reaction.
3. Protect the rights of students by providing them, through necessary accommodations when required, the opportunity to participate fully in all school programs and activities.

Safe Routes to School

The district shall cooperate with local municipalities, public safety agency, police departments and community organizations to develop and maintain safe routes to school.

Footnotes

[1]

42 U.S.C. 1758b
law.cornell.edu
law.cornell.edu
Legal Reference

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[2]

7 CFR 210.31
ecfr.gov
ecfr.gov
Legal Reference

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[3]

7 CFR 210.15
ecfr.gov
ecfr.gov
Legal Reference

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[5]

24 P.S. 1513
palegis.us
palegis.us
Legal Reference

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[6]

Pol. 102
Legal Reference

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[7]

Pol. 105
Legal Reference

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[8]

Pol. 808
Legal Reference

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[9]

24 P.S. 1512.1
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Legal Reference

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[10]

7 CFR 210.10
law.cornell.edu
law.cornell.edu
Legal Reference

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[11]

7 CFR 220.8
law.cornell.edu
law.cornell.edu
Legal Reference

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[12] 24 P.S. 701
palegis.us
palegis.us
Legal Reference
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[13] 24 P.S. 742
palegis.us
palegis.us
Legal Reference
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[14] 42 U.S.C. 1751
law.cornell.edu
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Legal Reference
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[15] 42 U.S.C. 1773
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[16] 7 CFR 210.30
ecfr.gov
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[17] 7 CFR 210.11
law.cornell.edu
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Legal Reference
[View source](#) 

[18] 7 CFR 220.12
law.cornell.edu
law.cornell.edu
Legal Reference
[View source](#) 

[19] Pol. 229
Legal Reference
[Open policy](#) 

[20] 24 P.S. 504.1
palegis.us
palegis.us
Legal Reference
[View source](#) 

[21] Pol. 209.1
Legal Reference
[Open policy](#) 



Policy Number 249 SD PNN
Title Bullying/Cyberbullying
Version v3 · 8/25/2026

Bullying/Cyberbullying

PURPOSE

The Board recognizes that bullying **and cyberbullying create** an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning and may lead to more serious violence. **The Board is committed to providing a safe, positive learning environment for district students that is free from bullying and cyberbullying.**

DEFINITIONS

Artificial Intelligence-Generated or Modified Media means text, code, images, audio or video data that has been created or modified from its original source data through the use of artificial intelligence technology, programs or platforms.

[1]

Bullying means an intentional electronic, written, verbal or physical act or series of acts directed at another student or students, which occurs in a school setting

{X } and/or outside a school setting,

that is severe, persistent or pervasive and has the effect of doing any of the following:[1]

1. Substantially interfering with a student's education; **or**
2. Creating a threatening environment; **or**
3. Substantially disrupting the orderly operation of the school.

Cyberbullying means bullying through the use of electronic technology or communication, including data, computer software or online platforms regardless of their origin, using a device, system network, internet service, email, social media or other digital means, including artificial intelligence-generated or modified media. Cyberbullying includes bullying conduct which occurs in a school setting.[1]

{X } and/or outside a school setting.

School setting means in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school.

[1]

AUTHORITY

The Board prohibits all forms of bullying **and cyberbullying** by district students **and requires that this policy be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district website.**^[1]

The Board encourages students who believe they or others have been bullied to promptly report such incidents to the building principal or designee.

The Board directs that complaints of bullying **and cyberbullying** be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of bullying **or cyberbullying** brought pursuant to this policy **to** also be reviewed for conduct which may not be proven to be bullying **or cyberbullying** under this policy but merits review and possible action under other Board policies.^[1]

Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with applicable law, regulations, this policy and the district's legal and investigative obligations.

Retaliation

Reprisal or retaliation relating to reports of bullying **or cyberbullying** or participation in an investigation of allegations of bullying **or cyberbullying** is prohibited and shall be subject to disciplinary action.

DELEGATION OF RESPONSIBILITY

Each student shall be responsible to respect the rights of others and to ensure an atmosphere free from bullying **and cyberbullying**.

The Superintendent or designee shall develop administrative regulations to **support** this policy.

The Superintendent or designee shall ensure that this policy and administrative regulations are reviewed annually with students.^[1]

The Superintendent or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Board.^[1]

District administration shall annually provide the following information with the school safety and security incident report:^[1]^[2]

1. Board's Bullying/**Cyberbullying** Policy.
2. Report of bullying **and cyberbullying** incidents.
3. Information on the development and implementation of any bullying **and cyberbullying** prevention, intervention or education programs.

GUIDELINES

Reports of bullying or cyberbullying may be made orally or in writing and may be anonymous, except where made by district staff. Students are encouraged to use the district's reporting form attached to this policy, or to submit a written

complaint; however, oral complaints will be accepted, documented and investigated.

Any individual receiving a complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor any person involved.

District staff who observe bullying/cyberbullying or receive a report of bullying/cyberbullying shall not conduct an independent investigation but shall take appropriate action to protect the safety of involved students and promptly provide a summary of the observed or reported conduct to the building principal or designee.

For purposes of this policy, a reporter is an individual, other than district staff, who reports alleged bullying/cyberbullying directed at one or more students. A complainant is the alleged victim or target of the conduct. In some circumstances, the same individual may serve as both reporter and complainant.

The building principal or designee shall encourage the complainant or reporter to complete the district's designated report form. If, due to age, disability or other incapacity, the complainant or reporter is unable to complete the form, the building principal or designee shall document the report and complete the form on the individual's behalf. If the report is made by someone other than the complainant, the complainant shall be notified promptly, informed of the report, and encouraged to complete the district reporting form.

As soon as practicable after the receipt of a report of bullying or cyberbullying, the district shall notify the parent(s)/guardian(s) of any student involved in the incident.

If the complainant, district staff, or other professionals with knowledge of the complainant's health and well-being indicate that notifying a parent/guardian could place the complainant or another person at risk of abuse, neglect or other imminent harm, the building principal, in consultation with the Superintendent and legal counsel, and as appropriate, law enforcement, child welfare authorities and other qualified professionals, may determine whether parental notification should be delayed as permitted by law. The basis for the delay must be documented, and parent/guardian notification shall occur as soon as legally and safely practicable.^[3]^[4]

Every report of bullying/cyberbullying shall be reviewed and investigated promptly and sufficiently to address the alleged misconduct, even if the report is anonymous or the complainant requests that no action be taken.

Threat Assessment

When a student's behavior indicates a threat to the safety of the student, other students, school employees, school facilities, the community, or others, district staff shall make a referral to the district's threat assessment team in accordance with applicable law and Board policy.^[5]^[6]

Discrimination/Harassment

If, at the time of the report or at any time during the investigation of the alleged bullying/cyberbullying, there is reason to believe that the conduct may fall within the provisions of the district's discrimination/harassment policies, the Title IX Coordinator must be promptly notified. Upon notification, the Title IX Coordinator will immediately initiate steps to comply with appropriate policies and procedures. The investigation will be handled as a joint and concurrent investigation to address all applicable allegations and legal requirements.^{[7][8]}

Investigation Procedures

After determining that the matter does not require handling under Policy 103, the building principal shall determine whether the investigation may be conducted by the principal or designee or whether the matter must be referred to the Superintendent or another appropriate administrator.

If law enforcement has been notified, a law enforcement report has been filed, or substantiated allegations could result in expulsion, the building principal shall consult with the Superintendent or appropriate administrator, who may seek advice from legal counsel.

Investigations shall be timely, impartial, thorough and comprehensive. The investigation may include:

1. Interviewing the complainant.
2. Interviewing the individual(s) accused of the conduct.
3. Interviewing witnesses.
4. Reviewing physical, electronic or documentary evidence.
5. Reviewing any other relevant information provided during the investigation.
6. Conducting any additional inquiry reasonably necessary to determine the facts and address proven misconduct.

Investigative Findings

The investigator shall prepare findings that summarize the investigation, determine whether the allegations have been substantiated, identify any violation of Board policy or applicable law, and recommend appropriate corrective action.

As soon as practicable after determining that an incident of bullying or cyberbullying has occurred, the district shall notify the parent(s)/guardian(s) of any student involved in the incident of the determination of the investigation.

The complainant/reporter and the accused shall be informed of the outcome of the investigation within a reasonable period of time, consistent with the Family Educational Rights and Privacy Act (FERPA) and other applicable laws. The accused shall not be informed of any individual remedies provided to the complainant.^[9]

District Response and Corrective Action

If an investigation results in a finding that bullying or cyberbullying or other misconduct occurred, the district shall take prompt and appropriate corrective action designed to stop the conduct, prevent its recurrence, protect affected

students, eliminate any hostile or disruptive environment, and prevent retaliation.^[1]

The district shall document corrective actions taken and, when permitted by law, inform the complainant or reporter of responsive measures. District administrators shall monitor the effectiveness of corrective actions and take additional measures when necessary.^[1]

If an investigation reveals violations of other Board policies or circumstances requiring additional review, referral, discipline or intervention, the district shall address those matters through the appropriate disciplinary, administrative or support processes.

Any disciplinary action imposed shall be consistent with the Code of Student Conduct, Board policies and administrative regulations, applicable collective bargaining agreements, and state and federal law, and may include:^[1]^[2]^[13]

{X } Counseling within the school.

{X } Parental conference.

{X } Loss of school privileges.

{X } Transfer to another school building, classroom or school bus.

{X } Exclusion from school-sponsored activities.

{X } Detention.

{X } Suspension.

{X } Expulsion.

{X } Counseling/Therapy outside of school.

{X } Referral to law enforcement officials.

The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.^[1]^[2]^[10]

Education

The district

{X} may

{ } shall

develop, implement and evaluate bullying prevention and intervention programs and activities. Programs and activities shall provide district staff and students with appropriate training for effectively responding to, intervening in and reporting incidents of bullying.^[1]^[11]^[12]

School Safety and Security Incidents Report

Annually, by July 31, the Superintendent shall report on the designated form, to the PA Department of Education, all new incidents as required by state law. The report must include the total number of bullying and cyberbullying incidents that

occurred during the school year, including the number of cyberbullying incidents suspected to involve artificial intelligence-generated or modified media.^[2]^[14]

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Footnotes

[1] 24 P.S. 1303.1-A

[2] Pol. 805.1
Policy Reference [Open policy](#) 

[3] 23 Pa. C.S.A. 6301

[4] Pol. 806
Policy Reference [Open policy](#) 

[5] 24 P.S. 1302-E

[6] Pol. 236.1
Policy Reference [Open policy](#) 

[7] Pol. 103
Policy Reference [Open policy](#) 

[8] Pol. 103
Policy Reference [Open policy](#) 

[9] Pol. 216
Policy Reference [Open policy](#) 

[10] 22 PA Code 12.3

[11] 20 U.S.C. 7118

[12] 24 P.S. 1302-A

[13] Pol. 236
Policy Reference [Open policy](#) 

[14] 24 P.S. 1319-B



Policy Number 704
Title Maintenance
Adopted 7/19/2011
Revised 10/16/2018

704

Maintenance

📅 Adopted: 7/19/2011 📅 Last Revised: 10/16/2018

Purpose

Adequate maintenance of buildings, property and equipment is essential to fiscal responsibility and efficient management of district facilities.

Authority

The Board directs that a continuous program of inspection and maintenance of all district buildings, property and equipment be established and implemented. Wherever possible, maintenance shall be preventive. [\[1\]](#)[\[2\]](#)[\[3\]](#)

Delegation of Responsibility

The Superintendent or designee shall develop and supervise a maintenance program which shall include:

Regular program of maintenance, repair and improvement of buildings and facilities.

Testing lead levels in drinking water.

Equipment replacement program.

Long-range plans for building modernization and conditioning.

The Superintendent or designee shall develop a maintenance check list applicable to all district buildings.

Each building principal, in conjunction with the building maintenance employee, shall conduct a physical inspection of the building on a quarterly basis and return a written report to the Superintendent or designee as to the findings of that inspection.

The Superintendent shall report periodically to the Board regarding the current maintenance and improvement program and projected maintenance needs that include cost analysis.

Footnotes

[1] 24 P.S. 701

palegis.us

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Legal Reference

[View source](#) 

[2] 24 P.S. 742

palegis.us

palegis.us

Legal Reference

[View source](#) 

[3] 24 P.S. 772

legis.state.pa.us

legis.state.pa.us

Legal Reference

[View source](#) 



NEW

Book	Policy Manual
Section	700 Property
Title	Facility Dogs
Code	718.1
Status	New
Adopted	
Last Revised	

Purpose

The Warwick School District Board of School Directors supports the use of facility dogs in the district's schools to provide support to students' and staff wellbeing and create a positive, supportive school environment. Facility dogs can provide benefits that are documented in current research-based literature, including reduced stress and anxiety, improved physical and emotional wellbeing, reduced blood pressure, improved self-esteem, increased communication skills, increased attentiveness and engagement, and increased likelihood of successful academic achievement.

Definitions

Facility Dog - A dog specially trained and ~~evaluated~~ ~~certified~~ by an ~~accredited~~ assistance dog organization, ~~or professional dog trainer/business~~ [that has been authorized by the District for use in District schools](#). The dog has been evaluated and trained to provide support and positive influence on students and staff in a school environment. A facility dog is not a service animal under the Americans with Disabilities Act (ADA), guide animal, or therapy animal, as it is not designed to provide accommodations to one person. The facility dog shall be well-behaved and have a temperament suitable for interaction with students, staff and others in a public school setting.

Caretaker - A designated school staff member who has successfully completed training and certification through an ~~accredited~~ assistance dog organization ~~or professional dog trainer/business~~ [approved by the Superintendent or designee](#). The caretaker, while not the owner, is responsible for the full-time care, custody, and control of the facility dog outside of school hours, including transporting the dog to and from school daily, providing food, water, grooming, exercise, healthcare coordination, and other daily care needs. The caretaker shall assume full responsibility for the facility dog's care, behavior, health, and wellbeing in the home ~~and~~ during transportation [and while at school](#).

The Caretaker acknowledges [they are assuming these responsibilities voluntarily and](#) that they are not entitled to additional compensation, expanded break or lunch time, or prep time for facility dog duties beyond their regular wages, and voluntary hours spent with the facility dog outside the normal work schedule do not constitute additional hours worked under the Fair Labor Standards Act or applicable employment agreements.

Backup Caretaker - A designated school staff member who has successfully completed training ~~and certified~~ through an ~~accredited~~ assistance dog organization, [or professional dog trainer/business or approved by the Superintendent or designee](#). The backup caretaker, while not the owner, is responsible for the care, custody, and control of the facility dog outside of school hours, including transporting the dog to and from school daily, providing food, water, grooming, exercise, healthcare coordination, and other daily care needs when the Caretaker is unable to perform the duties. The Backup Caretaker shall assume full responsibility for the facility dog's care, behavior, health, and wellbeing in the home and during transportation when the Caretaker is unable to perform the duties.

The Backup Caretaker [they are assuming these responsibilities voluntarily and they](#) acknowledges that they are not entitled to additional compensation, expanded break or lunch time, or prep time for facility dog duties beyond their regular wages, and voluntary hours spent with the facility dog outside the normal work schedule do not constitute additional hours worked under the Fair Labor Standards Act or applicable employment agreements.

Handlers - Designated school staff members including the Caretaker and Backup Caretaker, who have successfully completed training ~~and certification~~ through an ~~accredited~~ assistance dog organization, [or professional dog trainer/business approved by the Superintendent or designee](#). Handlers are responsible for supervising, directing, and controlling the facility dog during the school day. Handlers ensure the dog is available and properly cared for throughout the workday and facilitate appropriate interactions between the dog and students and staff. Handlers shall maintain direct supervision and control of the facility dog at all times [when they are in charge of a facility dog](#) during the school day and at school-related events.

Guidelines

Governance

Program Ownership and Administration

The Warwick School District shall own and be responsible for all facility dogs. The Superintendent or designee shall have ultimate responsibility for approving the presence of any facility dog in district buildings, limiting the number of facility dogs

present at any time, and for overseeing all aspects of the facility dog program. The district shall develop administrative regulations for implementation of this policy.

Financial Responsibility

The district shall assume all financial responsibility for facility dogs, including selection, training, and placement of dogs, training of handlers and caretakers, veterinary care and vaccinations, food and supplies, grooming, and liability insurance. Caretakers and handlers shall not receive additional compensation beyond their regular wages for serving in these roles. Hours spent caring for the facility dog outside of normal work schedules are not considered additional hours worked for purposes of employment law or collective bargaining agreements.

Volunteer Position

Service as a caretaker, [backup caretaker](#) or handler is entirely voluntary and is not a condition of employment. Staff members may resign from these positions at any time by submitting written notice to the Superintendent or designee.

Program Setup

Handler and Caretaker Agreements

Prior to assuming duties as a Caretaker, Backup Caretaker, or Handler, all individuals responsible for handling or caring for a facility dog shall complete required training and certification through an ~~accredited~~ assistance dog organization, **or professional dog trainer/business**. All Caretakers, Backup Caretakers, and Handlers shall execute a Facility Dog Volunteer Agreement that clearly defines duties, responsibilities, and expectations, including participation in initial, annual, and ongoing training requirements, reporting responsibilities and requirements, circumstances that may require additional coaching or remedial training, acknowledgment of the standards necessary to ensure the safety and well-being of both the dog and those it serves, and acknowledgment of the limitations on compensation and work hours. The signed agreement shall be maintained in personnel records.

Certification and Training

Each facility dog must be evaluated **certified** by an ~~accredited~~ assistance dog organization, **or professional dog trainer/business** and ~~must maintain current certification~~ undergo re-evaluation annually or as required by the **training** organization. All facility dogs must meet Canine Good Citizen certification requirements or an equivalent certification.

All Caretakers, [backup caretakers](#) and handlers must complete initial training as required by the dog training organization and shall complete ~~annual~~ training updates as required by the dog training organization or **Superintendent or designee**. Each Caretaker, [backup caretaker](#) and handler shall receive a comprehensive training manual

to serve as a long-term reference, including but not limited to working dog terminology, working commands, canine behavior and body language, daily care and maintenance, veterinary and preventative health care, emergency procedures, community outings, and bonding with a working dog.

Health and Vaccinations

The caretaker shall provide documentation of the following health records received by the facility dog and signed by the veterinarian, these records should be kept on file at the district office by the Superintendent or designee.

1. Annual veterinary examination by a licensed veterinarian;
2. Vaccinations should be given as per local and state regulations and on the advice from the veterinarian trusted with the dogs medical care; ~~Annual up-to-date vaccinations as required by the veterinarian;~~
3. Annual comprehensive wormer or fecal check;
4. Annual examination for external parasite control;
5. ~~Annual~~ Bordetella vaccination as recommended by the Veterinarian; and
- ~~6. Rabies and five way parvo/distemper (DHPP) every three (3) years, except that a facility dog receiving rabies and parvo vaccination in the Facility Dog's first year shall receive a follow up vaccine in the dog's second year, with vaccinations every three (3) years thereafter; and~~
7. Year-round preventative parasite control (fleas, ticks) and heartworm medication as recommended by the Veterinarian with consideration for the risks based on the area.

Licensing

The ~~district caretaker~~ shall ensure the facility dog maintains a current or lifetime local dog license and all appropriate identification. Proof of licensure shall be kept on file with the Superintendent or designee.

Insurance and Liability

The district shall maintain liability insurance for the facility dog and approved handlers with a minimum coverage amount of One Million Dollars (\$1,000,000). Prior to approving a facility dog, the district shall ensure that district insurance will cover the specific breed and type of dog. To the extent not immune under applicable law, the district shall assume liability for personal injury caused by or related to the presence of the facility dog while on district premises, provided all procedures in this policy are followed.

Staff Training

All staff of the district in school/building where a facility dog is assigned shall receive annual training on the proper use, handling, and purpose of the facility dog. Training shall include information about encountering the dog during the workday and appropriate behavior when the dog is in "work" mode. The training shall also address

responses and approaches for accommodating students and/or building staff with allergies and/or fears of dogs. Information regarding the facility dog program shall be included in staff handbooks and parent/student handbooks annually.

Notification

Prior to the introduction of any facility Dog to a school community, notification shall be sent to all staff and families of students in that building. A statement about the facility Dog shall be included in all student handbooks. The same information shall be included in enrollment packets for new families entering the district who enroll a student in a school that has a facility dog.

Allergies and Aversions

Prior notification shall be sent to all staff and families of students in each building where a facility dog may be present. The facility dog shall be restricted and removed from any room or area of the building location in which allergies or aversions are made known. The school nurse shall notify handlers of any health-related concerns regarding students or staff. Accommodations shall be addressed on a case-by-case basis as needed.

Daily Operations

Caretaker and Handler Supervision and Transition

Each morning, the facility dog's health and attitude will be assessed before bringing the dog to school. This assessment shall include visual observation of the dog's overall health, any injuries or illness, verification that the dog has been properly exercised and toileted, confirmation that the dog has been fed, observation of any behavioral changes from the previous day, and confirmation of any medications given and the day's schedule. If the Caretaker has any reasonable doubt as to the facility dog's fitness to be in school, the Caretaker shall refrain from bringing the facility dog to school. This assessment may be conducted verbally and visually in the presence of a the handler. Formal written documentation is not required for routine days. without formal written documentation for routine days. Any severe illness should be communicated to the Superintendent or designee.

Daily Care and Feeding

The facility dog shall have a comfortable, quiet area within the school where its crate or bed may be kept so the facility dog can rest and have downtime. The location of the crate or bed shall have adequate access to air and light and shall be in a the handler's workspace where a the handler is present or immediately nearby.

Toileting areas at each school shall be designated by the Superintendent or building administrator. A The handler shall provide the facility dog with regular opportunities to toilet during the school day, including access to designated outdoor areas for urination and defecation. Handlers are responsible for the proper handling of any waste and shall

collect all solid waste immediately and place it in the designated outdoor trash can. Custodial staff should be contacted if a facility dog creates waste in a school or on external surfaces where additional remediation is necessary.

A ~~The~~ handler shall ensure the facility dog has adequate exercise during the school day and shall provide access to fresh water throughout the school day. Feeding schedules shall be determined by the trainer and the district. Treats or toys shall only be given when arranged through A ~~the~~ handler.

Grooming and Hygiene

The facility dog shall be groomed regularly and bathed at least **every six weeks**. The dog shall be brought to school properly groomed, clean, and free of illness or injury. Caretakers and handlers shall maintain proper hygienic practices, including brushing, ear and teeth cleaning, **nail trimming**, and administering medications as needed. Frequent areas where the dog is present shall be vacuumed and cleaned regularly.

Authorized Areas

The facility dog shall have access only to areas of school buildings and properties that have been authorized by the building administrator, Superintendent or designee. The facility dog may not enter areas where machinery or power tools are in operation.

Services Provided

Facility dogs may be utilized for scheduled classroom visits for individual or group meetings, counseling, testing, and support for students experiencing anxiety, withdrawal, or heightened emotions, and public events as determined by the district. The facility dog shall not be used in instances where a student or staff member is in a state of escalation and aggression. The dog shall only interact with those who feel comfortable and who do not have documented allergies or aversions to dogs.

Transportation

The Caretaker is responsible for transporting the facility dog to and from school daily. The facility dog shall be safely restrained or confined during transport using a crate, harness, **crash tested seatbelt**, or other secure method approved by the **assistance dog organization or professional trainer/business approved by the Superintendent or designee** ~~veterinarian and training organization~~. The vehicle used for transport shall have proper climate control. The Caretaker shall not leave the **facility** dog unattended in a vehicle. **The facility dog shall be equipped with an Air Tag or similar GPS tracking device to enable immediate location if the dog is lost or escapes during transport.**

In the event the Caretaker is unable to transport the dog due to illness or emergency, the Backup Caretaker **or a handler** shall assume transportation responsibility. If **none are** ~~neither is~~ available, the Superintendent or designee shall arrange alternative transportation or approve the dog's absence from school that day.

Facility dogs are not permitted on school buses or other district transportation with students without explicit approval of the Superintendent or designee. Any such transportation requires prior written approval from the Superintendent or designee.

In case of vehicle emergency while transporting the dog, the Caretaker shall immediately notify the Superintendent or building administrator. The dog shall not be left unattended in a vehicle, alternative transportation shall be arranged, and an incident report shall be filed.

Handler Transitions and Oversight

Handler and Caretaker Transition

The facility dog's presence in the school building shall be tracked daily through the district's attendance or accountability system. The Caretaker or a Handler shall mark the facility dog as "present" when the dog arrives at the school building each morning and shall mark the dog as "absent" if the dog is not brought to school for any reason.

If the facility dog is marked as present but a Handler cannot locate the dog, or if there is any discrepancy in the dog's presence or whereabouts, a Handler shall immediately notify the building administrator and the Superintendent or designee.

Once a handler assumes responsibility, ~~the~~ of a facility dog, it must be under the supervision and control of ~~a the~~ handler at all times while on school grounds, and students shall never be left alone with the facility dog. The dog shall never be left unsupervised or alone on school property unless in a secure location. When not actively working, the dog shall remain in a designated crate or bed in ~~a the~~ handler's workspace where a handler is present or immediately nearby. During the school day, the facility dog will be monitored by ~~a the~~ Handler~~s~~ for signs of stress and proper steps to help alleviate or prevent the stress from rising to a higher level will be taken up to and including removal ~~ed~~ from the school setting if needed. ~~A The~~ handler shall maintain control of the dog in hallways, cafeterias, and other common areas, and shall not allow the dog to enter areas where it is not welcome or roam freely about the school building.

At the end of the school day, ~~a the~~ Handler shall provide a brief verbal or visual report to the Caretaker on the dog's behavior during the day and note any incidents, concerns, medications given, or behavioral observations. The dog shall be in a safe, calm state before the Caretaker assumes responsibility. The Caretaker shall not remove the dog from school property until confirming the dog is fit for transport and after-school care.

If the Caretaker cannot pick up the dog at day's end, the Backup Caretaker or a Handler shall assume responsibility. If neither the Caretaker, ~~nor~~ Backup Caretaker or a Handler is available, the Superintendent or designee shall arrange immediate alternative care.

Ongoing Recipient Reporting

During the first six months following placement of a facility dog, the Caretaker shall complete a monthly written report to the Superintendent or designee documenting **changes and/or concerns in** the facility dog's **behavior or health** status. Monthly reports shall document the facility dog's overall condition and health, medications and preventative veterinary care provided, daily care and well-being observations, behavioral observations or concerns, fears, stressors, or changes in temperament, and any other noteworthy observations. These reports will also include any comments, concerns or issues expressed by the Backup Caretaker or **a the** Handler.

These reports shall be reviewed by the Superintendent or designee to identify potential concerns early, provide guidance when appropriate, and determine whether additional support or remedial training is needed. After the initial first-year period, ongoing reporting shall continue on a schedule determined by the Superintendent or designee, but no less than annually **to report any changes and/or concerns in the facility dog's behavior or health status.**

Annual ~~Facility Dog~~ Compliance Test

All facility dogs, **caretakers and handlers** shall participate in an annual compliance test conducted by the **certified** dog training organization, **or professional dog trainer/business** or a qualified designee. The test shall include evaluation of the interaction between the dog and its handlers, evaluation of the dog's behavior and body language in public and school environments, assessment of the dog's health, temperament, and continued suitability for service, and review of updated vaccination records and veterinary documentation to ensure the dog remains healthy and fit for duty.

If a facility dog, **caretaker or handler** does not successfully complete the test, the Superintendent or designee shall determine appropriate next steps, which may include additional training, coaching, or removal from service.

Exclusions and Removal

A facility dog may be excluded or removed from district property at the discretion of the Superintendent, building administrator, or designee for any reason, including but not limited to:

1. The Superintendent, building administration, or designee believe, in their sole discretion, that the Caretaker and/or Handler does not have control of the Facility Dog.
2. The facility dog is not housebroken or shows signs of illness or injury.
3. The facility dog poses a direct threat to the health and safety of students, staff, or others.
4. The presence of the facility dog significantly interferes with the educational process.

5. The caretaker or handler fails to comply with this policy or administrative regulations.
6. Changes in the caretaker or handler's circumstances make continued service inappropriate.

The caretaker or handler shall immediately remove the facility dog from school property when instructed to do so by a school administrator.

Complaints and Concerns

Issues or concerns related to facility dogs shall be taken seriously and addressed promptly. The following procedures shall be followed:

1. All issues or concerns shall be reported immediately both verbally and in writing.
2. Students shall report concerns to a staff member. This should be a written report in addition to any verbal reports.
3. Staff members shall report concerns to building administration. Both verbally and in writing.
4. All concerns must be reported to and documented by the Superintendent or designee. Both verbally and in writing.
5. Building administration shall ensure appropriate actions are taken to address substantiated concerns.
6. Decisions by building administration may be appealed to the Superintendent.

Retirement of Facility Dogs

District Facility Dogs in general terms work 5-10 ~~7~~ years before retiring if their health and well-being and safety are maintained and the Facility Dog still enjoys coming to school and interacting with staff and students. The decision to retire a Facility Dog will be determined by the assistance dog organization or professional trainer/business accredited agency, the Superintendent or designee, the Caretaker and any Veterinary reports to support this decision.

Upon retirement from continued service with the district, the Superintendent shall give consideration to placing the retired facility dog with its current or former caretaker who is willing to adopt the dog. This consideration is not a guarantee that a retired dog will be placed with the caretaker.

Noncompliance with Policy

A caretaker, backup caretaker or handler that engages in conduct that violates the requirement of this policy may be subject to disciplinary action. Disciplinary action may include, but not be limited to, the temporary suspension or permanent termination of an employee's privilege to work with a facility dog; written warnings, suspension or dismissal from employment. The type of disciplinary consequences that may be imposed for noncompliance with this policy will depend upon the facts and circumstances of a particular situation.



Policy Number 803
Title School Calendar
Adopted 7/19/2011
Revised 10/15/2024

803

School Calendar

Adopted: 7/19/2011 Last Revised: 10/15/2024

Purpose

The Board recognizes that preparation of an annual school calendar is necessary for the efficient operation of the district and communication with students, staff, parents/guardians and the school community.

Authority

The Board shall determine annually the days and the hours when the schools will be in session for instructional purposes, in accordance with state law and regulations. This may include, as appropriate, activities qualifying as instructional days or hours under the direction of certified school employees for fulfilling the minimum required days or hours of instruction under law, regulations and state guidance.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#)[\[8\]](#)[\[9\]](#)

The school calendar shall normally consist of a minimum of 180 student days or 900 hours of instruction at the elementary level, 990 hours of instruction at the secondary level and 450 hours of instruction for half-day kindergarten programs and prekindergarten programs.[\[1\]](#)[\[2\]](#)[\[8\]](#)[\[10\]](#)

The Board reserves the right to alter the school calendar when it is in the best interests of the district, including in cases of emergency, in accordance with applicable law and regulations. The Board shall take action to establish temporary provisions in cases of emergency, in accordance with law, and shall document such actions with the PA Department of Education when required.[\[2\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#)[\[9\]](#)[\[11\]](#)[\[12\]](#)[\[13\]](#) **[14]**

Temporary provisions established in accordance with law may include but are not limited to: [\[1\]](#) [\[2\]](#) [\[5\]](#) [\[6\]](#) [\[7\]](#) [\[8\]](#) [\[9\]](#) [\[12\]](#) [\[13\]](#) [\[15\]](#)

1. Keeping schools in session such days and hours as the Board deems necessary, which shall include maintaining the requirement for a minimum of 180 student days or 900 hours of instruction at the elementary level, 990 hours of instruction at the secondary level and 450 hours of instruction for half-day kindergarten programs and prekindergarten programs.
2. Reducing the length of time of daily instruction for courses and classes.
3. Implementing remote and other alternative methods of delivering instruction under the direction of certified school employees.

Each year, prior to finalizing the school calendar, the Board must discuss the use or potential use of flexible instructional days and remote or virtual instructional days at a public Board meeting. [\[7\]](#) [\[14\]](#)
Delegation of Responsibility.

The Superintendent shall annually prepare a school calendar for Board consideration.

The Superintendent or designee shall document alterations to the school calendar and any temporary provisions in accordance with law, regulations, guidance from the PA Department of Education and Board policy. [\[15\]](#)

Footnotes

[\[1\]](#) 24 P.S. 133
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[\[2\]](#) 24 P.S. 1501
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[\[3\]](#) 24 P.S. 1502
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[\[4\]](#) 24 P.S. 1503
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[5] 24 P.S. 1504
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[6] 24 P.S. 1505
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[7] 24 P.S. 1506
palegis.us [View source](#) 
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[8] 22 PA Code 11.1
pacodeandbulletin.gov [View source](#) 
pacodeandbulletin.gov
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[9] 22 PA Code 11.2
pacodeandbulletin.gov [View source](#) 
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[10] 22 PA Code 4.4
pacodeandbulletin.gov [View source](#) 
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[11] 24 P.S. 520
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[12] 24 P.S. 520.1
palegis.us [View source](#) 
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[13] 24 P.S. 1501.3
palegis.us [View source](#) 
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Legal Reference

[14] Pol. 006 [Open policy](#) 
Legal Reference



Policy Number 805.2
Title School Security Personnel
Adopted 12/17/2019
Revised 2/17/2026

805.2

School Security Personnel

Adopted: 12/17/2019 Last Revised: 2/17/2026

Authority

The Board shall employ, contract for and/or assign staff to coordinate the safety and security of district students, staff, visitors and facilities.

The district shall employ or contract for at least one (1) full-time school security personnel who has completed the training required by law and this Board policy to be on duty during the school day.[\[1\]](#)

The district shall certify to the state School Safety and Security Committee annually that it has met the requirements for school security personnel or has received a waiver, in accordance with applicable law.[\[1\]](#)

Definitions

School security personnel - school police officers, school resource officers and school security guards.[\[2\]](#)

Independent contractor - an individual, including a retired federal agent or retired state, municipal or military police officer or retired sheriff or deputy sheriff, whose responsibilities, including work hours, are established in a written contract with the district for the purpose of performing school security services.[\[2\]](#)

School day - the hours between the morning opening of a school building and the afternoon dismissal of students on a day which classes are in session.[1]

Third-party vendor - a company or entity approved by the PA Commission on Crime and Delinquency that provides school security services in accordance with law.[2]

Delegation of Responsibility.

The Superintendent shall appoint a school administrator to serve as the School Safety and Security Coordinator, in accordance with law. When a vacancy occurs in the role of the School Safety and Security Coordinator, the Superintendent shall appoint another school administrator to serve as the School Safety and Security Coordinator within thirty (30) days of the vacancy and shall notify the Board regarding the appointment.[3]

The Superintendent or designee shall submit the name and contact information for the appointed School Safety and Security Coordinator to the state's School Safety and Security Committee within thirty (30) days of the appointment.[3].

The School Safety and Security Coordinator shall report directly to the Superintendent, and shall be responsible for the following:[3]

1. Oversee all school police officers, School Resource Officers (SROs), and school security guards.
2. Review and provide oversight of all Board policies, administrative regulations and procedures related to school safety and security, and ensure compliance with federal and state laws and regulations regarding school safety and security.
3. Coordinate training and resources for students and staff related to situational awareness, trauma-informed approaches, behavioral health awareness, suicide **awareness and prevention** and bullying **and cyberbullying** awareness **and prevention**, substance use awareness, emergency procedures and training drills, and identification or recognition of student behavior that may indicate a threat to the safety of the student, other students, school employees, other individuals, school facilities or the community, in accordance with the standards established by the state's School Safety and Security Committee and the requirements of applicable law and regulations. [4] [5] [6] [7] [8] [9] [10] [11] [12] [13]
4. Meet with school employees annually to seek their input on the mandatory school safety and security training.

5. Coordinate a tour of the district's buildings and grounds biennially, or when a building is first occupied or reconfigured, with law enforcement and first responders responsible for protecting and securing the district to discuss and coordinate school safety and security matters.
6. Serve as the liaison with law enforcement and other state committees and agencies on matters of school safety and security.
7. Serve on the district's threat assessment team(s) and participate in required training and the threat assessment process. ^[7] ^[14]
8. Coordinate School Safety and Security Assessments, School Safety and Security grant requirements and respond to School Safety and Security surveys, as applicable. ^[11] ^[15]
9. Coordinate school safety and security meetings with school and building leadership, at least on a quarterly basis.

The School Safety and Security Coordinator shall, within one (1) year of appointment, complete required training as specified by the state's School Safety and Security Committee for serving in the role of a School Safety and Security Coordinator. This training shall be in addition to other training requirements for school administrators, but shall count toward professional education credit, where applicable. ^[3]^[16]^[17]^[18]

The School Safety and Security Coordinator must complete any additional continuing education as required by the School Safety and Security Committee. ^[3]

By June 30 of each year, the School Safety and Security Coordinator shall make a report to the Board at an executive session on the district's current safety and security practices, and identify strategies to improve school safety and security. ^[3] ^[19]

The Board directs the School Safety and Security Coordinator to include the following information in the annual report:

1. Threat assessment team information, including verification of compliance with law and regulations, the number and composition of the district's threat assessment team(s), the total number of threats assessed in the past year and additional information on threat assessment required by the Superintendent or designee, in accordance with Board policy. ^[7] ^[14]

2. The number and type(s) of school security personnel contracted or employed by the district, including:[. 3]
 - a. The number of school security personnel that are armed, listed by type(s) of personnel.
 - b. The school building at which each school security personnel is assigned, listed by type(s) of personnel.
 - c. The training, including the type of training and completion dates, of each school security personnel, listed by type(s) of personnel.
 - d. A listing of other individuals utilized by the district for school safety-related duties.
3. An attendance report of the school and building personnel present at each school safety and security meeting, including yearly attendance totals.
4. Reports of required emergency preparedness, fire, bus evacuation and school security drills. [11]
5. Information on required school safety and security training and resources provided to students and staff. [11]
6. Safe2Say Something aggregate data, including a breakdown of Life Safety and Non-Life Safety reports received.
7. Behavioral health and school climate information, including aggregate data from surveys and assessments issued in the district, information on referrals and services accessed by students and families, and identification of additional resources needed in the district. [20]
8. School safety and security incident reports for the previous year(s) and/or data collected to date for the current year. [21]
9. Updates regarding the district's memorandum of understanding with law enforcement agencies. [21]
10. Updates to laws, regulations and/or Board policies related to school safety and security.
11. Information on tours, inspections and/or School Safety and Security Assessments of school facilities and programs.
12. Information on grants or funding applied for and/or received in support of school safety and security efforts.

A copy of the report, including the required information on threat assessment and school security personnel, shall be submitted to the state's School Safety and Security Committee.[3]

The Superintendent or designee shall implement job descriptions and procedures to address the responsibilities and requirements specific to each category of school security personnel in carrying out their duties.

School security personnel shall carry weapons, including firearms, in performance of their duties only if, and to the extent, authorized by the Board, including as provided in an agreement with a law enforcement agency for the stationing of a School Resource Officer or in a contract with an independent contractor or third-party vendor approved by the Board.

Guidelines

School Police Officers

The district shall employ and/or contract for one or more school police officers and apply to the appropriate court for appointment and powers of authority, in accordance with the provisions of law. [\[2\]](#)[\[22\]](#)[\[23\]](#)[\[24\]](#) [\[25\]](#) [\[26\]](#)

Within thirty (30) days of court approval for appointment of a school police officer, the district shall notify the School Safety and Security Committee and submit a copy of the court's order. [\[22\]](#)

School police officer -[\[2\]](#)[\[23\]](#)[\[24\]](#)

1. A law enforcement officer employed by the district whose responsibilities, including work hours, are established by the district; or
2. An independent contractor or an individual provided through a third-party vendor who has been appointed in accordance with law, and who meets the requirements of contracted services personnel, in accordance with Board policy. [\[26\]](#)

Background Checks -

Prior to receiving an offer of employment, all school police officers shall comply with the requirements for background checks/certifications and employment history reviews for all school employees, in accordance with applicable law, Board policy and administrative regulations. These

requirements are addressed separately in Board policy 304 for school police employed by the district and Board policy 818 for school police employed by an independent contractor or third-party vendor. ^[25] ^[26] ^[27] ^[28] ^[29] ^[30]

The district shall conduct a law enforcement agency background investigation in compliance with applicable law and regulations for all school police employed by the district and shall review a background investigation conducted for all school police employed by an independent contractor or third-party vendor. ^[31] ^[32]

Following an offer of employment, the district shall request the separation record for a school police officer employed or contracted by the district, in accordance with applicable law and regulations for a law enforcement agency. ^[33] ^[34]

Requirements -

The district shall annually report the following information regarding school police officers receiving required training to the PA Department of Education, the School Safety and Security Committee and the PA Commission on Crime and Delinquency: ^[35]

1. The district's name and the number of school police officers employed or contracted by the district.
2. The municipalities comprising the district.
3. The date and type of training provided to each school police officer.

The district shall make reports regarding hiring and separation, and shall maintain all records, as required for a law enforcement agency, in accordance with applicable law and regulations. ^[32] ^[36]

School police officers shall take and subscribe to the Oath of Office required by law. ^[37]

School police officers shall successfully complete required training, in accordance with law, and other required staff training, including district training on the use of positive behavior supports, de-escalation techniques and appropriate responses to behavior for students with disabilities, in accordance with law, regulations and Board policy. ^[38] ^[39] ^[40] ^[41] ^[42]

School police officers shall possess and exercise the following duties: ^[43]

1. Enforce good order in school buildings, on school buses or vehicles owned or leased by the district, and on school grounds.
2. If authorized by the court, issue summary citations or detain individuals who are in school buildings, on school buses and on school grounds in the district until local law enforcement is notified.
3. If authorized by the court, a school police officer who is a law enforcement officer employed by the district whose responsibilities, including work hours, are established by the district, may exercise the same powers as exercised under authority of law or ordinance by the police of the municipality in which the school property is located.

School police officers shall wear the assigned metallic shield or badge provided by the district in plain view when on duty.^[44]

School Resource Officers (SROs).

The district shall establish an agreement with Lititz Borough Police Department, in accordance with the provisions of law, for the assignment of a School Resource Officer(s) to specified district schools.^[2] ^[45]

School Resource Officer (SRO) - a law enforcement officer commissioned and employed by a law enforcement agency whose duty station is located in the district and whose stationing is established by an agreement between the law enforcement agency and the district. The term includes an active certified sheriff or deputy sheriff whose stationing in the district is established by a written agreement between the county, the sheriff's office and the district.^[2]

The agreement shall address the powers and duties conferred on SROs, which shall include but not be limited to:^[46]

1. Assist in identification of physical changes in the environment which may reduce crime in or around a school.
2. Assist in developing Board policy, administrative regulations or procedures which address crime, and recommending procedural changes.
3. Develop and educate students in crime prevention and safety.
4. Train students in conflict resolution, restorative justice and crime awareness.

5. Address crime and violence issues, gangs and drug activities affecting or occurring in or around a school.
6. Develop or expand community justice initiatives for students.
7. Other duties as agreed upon between the district and municipal agency.

Prior to assignment in the district, the district shall confirm that the law enforcement agency has completed a law enforcement agency background investigation and received the SRO's separation record, when required, in compliance with applicable law and regulations. The district shall coordinate with the law enforcement agency in making required reports regarding hiring and separation, and maintaining all required records, in accordance with applicable law and regulations.^{[32][36]}

SROs shall successfully complete required training, in accordance with law.^[46]

School Security Guards

The district shall employ and/or contract for one or more school security guards, in accordance with the provisions of law.^{[2] [25] [26] [47]}

School security guard/School security officer - an individual employed by the district or a third-party vendor or an independent contractor who is assigned to a school for routine safety and security duties, and has not been granted powers by the court to issue citations, detain individuals or exercise the same powers as exercised by police of the municipality in which the school property is located, in accordance with law. An independent contractor or individual employed by a third-party vendor contracted with the district shall meet the requirements of contracted services personnel, in accordance with Board policy and the provisions of applicable law.^{[2][24] [26] [47]}

Background Checks –

Prior to receiving an offer of employment, all school security guards shall comply with the requirements for background checks/certifications and employment history reviews for all school employees, in accordance with applicable law, Board policy and administrative regulations. These requirements are addressed separately in Board policy 304 for school security guards employed by the district and Board policy 818 for school security guards employed by an independent contractor or third-party vendor.^{[25] [26] [27][28][29][30]}

The district shall conduct a law enforcement agency background investigation in compliance with applicable law and regulations for all school security guards employed by the district and shall review a background investigation conducted for all school security guards employed by an independent contractor or third-party vendor. [\[31\]](#)[\[32\]](#)

Following an offer of employment, the district shall request the separation record for a school security guard employed or contracted by the district, in accordance with applicable law and regulations for a law enforcement agency. [\[33\]](#)[\[34\]](#)

Requirements -

School security guards shall provide the following services, as directed by the district: [\[47\]](#)

1. School safety support services.
2. Enhanced campus supervision.
3. Assistance with disruptive students.
4. Monitoring visitors on campus. [\[48\]](#)
5. Coordination with law enforcement officials, including school police officers, and including SROs.
6. Security functions which improve and maintain school safety.

School security guards shall successfully complete required training, in accordance with law, and applicable staff training in accordance with Board policy. [\[47\]](#)

School security guards authorized to carry a firearm shall maintain an appropriate license and successfully complete required firearm training in accordance with law. [\[47\]](#)

The district shall make reports regarding hiring and separation, and shall maintain all records, as required for a law enforcement agency, in accordance with applicable law and regulations. [\[32\]](#)
[\[36\]](#)

Footnotes

[1] 24 P.S. 1316-C
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[2] 24 P.S. 1301-C
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[3] 24 P.S. 1309-B
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Legal Reference [View source](#) 

[4] Pol. 146.1
Legal Reference [Open policy](#) 

[5] Pol. 227
Legal Reference [Open policy](#) 

[6] Pol. 236
Legal Reference [Open policy](#) 

[7] Pol. 236.1
Legal Reference [Open policy](#) 

[8] Pol. 249
Legal Reference [Open policy](#) 

[9] Pol. 333
Legal Reference [Open policy](#) 

[10] Pol. 351
Legal Reference [Open policy](#) 

[11] Pol. 805
Legal Reference [Open policy](#) 

[12] Pol. 819
Legal Reference [Open policy](#) 

[13] 24 P.S. 1310-B
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[14] 24 P.S. 1302-E
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[15] 24 P.S. 1305-B
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[16] 24 P.S. 1316-B
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[17] 24 P.S. 1205.1
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Policy Number 822
Title Automated External Defibrillator (AED)/Cardiopulmonary Resuscitation (CPR)
Adopted 7/19/2011
Revised 5/21/2013

822

Automated External Defibrillator (AED)/Cardiopulmonary Resuscitation (CPR)

Adopted: 7/19/2011 Last Revised: 5/21/2013

Purpose

The Board is committed to providing a safe and healthy environment for the school community.

Maintaining automated external defibrillator (AED) units and staff trained in cardiopulmonary resuscitation (CPR) in the schools enables responders to deliver early defibrillation and resuscitation to victims.

DEFINITION

Automated external defibrillator (AED) - a portable device that uses electric shock to restore a stable heart rhythm to an individual in cardiac arrest.^[1]

Authority

Each school building shall have one (1) person trained and certified in the use of an AED and CPR during the school day when school is in session and students are present.^{[2][3]}

Each school nurse or designee, coach of an athletic activity, marching band director, physical education teacher and athletic trainer in the district must participate in instruction in the use of an AED and CPR and maintain their certification.^[2]

The AED units are owned by the district and shall be properly maintained and tested, and located in secure and accessible locations.

The AED units are owned by the district and shall be properly maintained and tested, and located in secure and accessible locations.

The district shall have an AED in a readily accessible location for students participating in interscholastic athletics and practices. Individuals trained in the use of an AED and CPR will be present during these times.^[4][5]

The AED units shall be used in accordance with approved district procedures.

~~Except in extenuating circumstances, each school shall have one (1) person certified in the use of cardiopulmonary resuscitation (CPR) during regular school hours when school is in session and students are present.^[1]~~

~~The automated external defibrillator (AED) units are owned by the district and shall be properly maintained and located in secure and accessible locations.~~

~~The automated external defibrillator (AED) units shall be used in accordance with approved district procedures.~~

Guidelines

A Core Team shall be trained in CPR and AED procedures by completing a training program offered by approved providers. Members of the team shall be provided opportunities for annual training and retraining.

The district shall make instruction in the use of an AED available to all its employees and volunteers at least once every two (2) years. The instruction is optional and shall be conducted by an approved provider that may be through the Internet or other electronic means.^[2]

The district may make instruction on the principles and techniques of CPR and the use of operating an AED available to students

Written guidelines for medical emergencies related to the use of automated external defibrillator (AED) units shall be provided to all members of the core team.

Responders' use of automated external defibrillator (AED) units shall not replace the care provided by emergency medical services (EMS) providers. Patient care shall be transferred to the EMS providers upon their arrival.

Delegation of Responsibility

The Superintendent or designee shall develop and disseminate administrative regulations that detail the use of automated external defibrillator (AED) units.

The Superintendent or designee shall annually, by June 30, report to the PA Department of Education detailing the number, condition, age, expiration date and placement of AEDs in each school building.^[6]

~~Automated external defibrillator (AED) units may be used by all members of the district's core team who have successfully completed training and any trained volunteer who has a current course completion card.~~

Footnotes

[1] 24 P.S. 1424

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Legal Reference



ATTACHMENT #5 - September 15, 2026

2026 PSBA Officer Elections

Section: **E-3**

Unofficial Ballot – For entity use only

2027 President-elect (one-year term)

_____ **Matt Vannoy* (Sharon City School District)**

2027 Vice President (one-year term)

_____ **Kristy Bolte* (Northwestern School District)**

2027-2029 Treasurer (three-year term)

_____ **David Hein* (Parkland School District)**

2027 Eastern Zone Representative (one-year term)

_____ **Jason Mell* (Exeter Township School District)**

*Any slated candidate that demonstrates exceptional leadership at the local and state level shall be considered for “endorsement” by the Nominating Committee and the determination shall be noted on the slate of candidates. (PSBA Bylaws, Article IV and PSBA Policy & Procedures Manual – Policy 302)

PSBA Insurance Trustees (three-year term)

(Choose two)

_____ **Marianne L. Neel**

_____ **Dr. Michael Faccinetto**

BALLOT FOR _____ ***WARWICK*** _____ **SCHOOL DISTRICT/IU/CTC**

SIGNATURE OF VOTING BOARD MEMBER

This is for internal entity use only. Your designated recorder is the only individual responsible for casting your entity’s simple majority votes to the link they received from Simply Voting.

Questions/concerns – Email Fawn.mcclure@psba.org

PSBA Leadership Positions up for Election

*Any slated candidate that demonstrates exceptional leadership at the local and state level shall be considered for “endorsement” by the Nominating Committee and the determination shall be noted on the slate of candidates. (PSBA Bylaws, Section 300 – Policy 302)

2027 President-Elect (one-year term)

Matt Vannoy*, Sharon City School District

My name is Matt Vannoy and I am a school director for the Sharon City School District (Mercer Co.) and serve on the Finance, Buildings and Grounds and Budget Committee. I am also currently in my second term as the vice president of the PSBA Governing Board. Prior to this I was a sectional advisor and sectional advisor representative to the PSBA Governing Board. Professionally, I am a principal in the Conneaut School District (Crawford Co.) and have also been a social studies teacher, athletic director and assistant principal in the Farrell Area School District, Moniteau School District and Sharon City School District. I am a member of the PIAA District 10 Committee, PIAA Cross Country Steering Committee, the Slippery Rock University (SRU) Alumni Association Board of Directors, several boards under the ARC of Mercer County umbrella and several other local boards. In 2018, I was a recipient of the SRU Alumni Association’s Distinguished Recent Alumni Award as well as the Mercer County Chambers of Commerce 40 Under 40 award. I graduated *summa cum laude* from Slippery Rock University in 2009 and earned my Master of Education degree and Superintendent’s Letter of Eligibility from Westminster College. Serving on the PSBA Governing Board has been a highlight of my career and I look forward to continuing to serve PSBA as the president-elect of the Governing Board and working with the staff and PSBA members across the state to advocate for public education. I look forward to working with PSBA to advocate for on-time budgets, cyber charter reform, mental health supports for schools, increased education funding and other areas that will benefit school districts. I appreciate your support. Thank you.

2027 Vice President (one-year term)

Kristy Bolte*, Northwestern School District

It has been an honor to serve as the Western Zone representative on the PSBA Governing Board since 2024. I am honored to seek election as vice president of the Pennsylvania School Boards Association and to continue advancing our shared mission of supporting school board directors as they lead their districts, build strong relationships and advocate for public education across Pennsylvania. I am a graduate of Edinboro University with a bachelor's degree in elementary education. As a former teacher, a mother of six, and the wife of a middle school teacher in the Conneaut School District, I have experienced public education from many perspectives. My family and I live in West Springfield, Pennsylvania, where I have been inspired to serve because I believe quality public education is the cornerstone of strong communities. I am currently serving my second term on the Northwestern School District Board of School Directors in Albion and am privileged to serve as board president. I also serve on the Tri-County Intermediate Unit 5 board. These leadership roles have reinforced my belief in the importance of effective governance, collaboration and continuous learning. Through PSBA's training, advocacy and support, I have grown as a leader and have become better equipped to serve my district and community. If elected vice president, I will remain committed to PSBA's vision of fostering informed, engaged and passionate school board directors who lead with integrity and advocate effectively for excellent public education. I will work to strengthen connections between PSBA and local school boards, ensuring directors throughout the commonwealth understand and benefit from the valuable resources and services our association provides. Public education faces both significant challenges and tremendous opportunities. By working together with honesty, integrity, collaboration and innovation, we can support school directors, strengthen our districts and create the best possible educational opportunities for every student. I would be honored to continue

serving the members of PSBA as your vice president. I respectfully ask for your trust, your vote and your support as we work together to advance public education and ensure a bright future for Pennsylvania's students.

2027- 2029 PSBA Treasurer (three-year term)

David Hein*, Parkland School District

My name is David Hein, and I am honored to ask for your support as treasurer of the Pennsylvania School Boards Association. For more than a decade, I have been privileged to serve PSBA in a variety of volunteer and governing board leadership roles, including as president, Eastern Zone representative, E-2 sectional advisor, member of the Finance Committee and other PSBA committees. These experiences have given me a deep understanding of our association, its mission and the importance of responsible financial stewardship. Locally, I am serving my fourth term on the Parkland School Board and currently have the privilege of serving as board president. Throughout my service, I have chaired our Personnel and Finance Committee and worked collaboratively on many of the complex financial and governance issues facing public education today. Beyond K-12 education, I currently serve as chair of the Lehigh Carbon Community College Board of Trustees after being reappointed to a second six-year term. I also served for 12 years on the Lehigh Career and Technical Institute Joint Operating Committee, holding several leadership positions there. These experiences have reinforced my commitment to sound governance, fiscal responsibility and long-term strategic planning. Professionally, I bring more than 35 years of finance and accounting experience across banking, healthcare IT, health insurance and the nonprofit sector. Today, I serve as assistant business administrator at Lehigh Career and Technical Institute, where fiscal accountability and responsible stewardship are central to my daily work. If elected treasurer, I will work to ensure that PSBA's financial resources are managed with transparency, integrity and a focus on delivering value to every member school district. I believe strong financial management allows our association to remain a trusted advocate for public education while providing the services and support our members depend on. I am passionate about protecting and strengthening public education through the fair allocation of resources, advocating for fully funded state and federal mandates, and ensuring a level playing field for our public schools in relation to charter and cyber charter schools. Public service has always been a family commitment. My wife and daughter are both elementary school teachers, giving me a firsthand appreciation for the work happening in our classrooms every day. I also proudly serve as president of the Parkland CARES Food Pantry, supporting families throughout our community. It would be an honor to continue serving PSBA in this new capacity. I respectfully ask for your vote for treasurer, and I thank you for your continued commitment to Pennsylvania's students, schools and communities.

2027 PSBA Eastern Zone Representative (one-year term) (Only Eastern Sections vote)

Jason Mell*, Exeter Township School District

My name is Jason Mell and I am seeking election to the PSBA Governing Board as the Eastern Zone representative for a one-year term starting in 2027. As part of the election process, I'd like to provide some background on myself as a candidate. I currently serve as a school director in the Exeter Township School District, located in Berks County, where I represent our board as the district's PSBA Liaison. Being the liaison to PSBA has provided me with valuable insight into the association's resources and advocacy efforts. I also had the privilege of serving as board president for two years. Throughout my time on the board, I have worked closely with fellow directors and district leadership to address complex policy, financial and operational issues while maintaining a focus on student success. My commitment to public service extends beyond education. Over the years, I have served on the boards of the Exeter Community Library, Exeter Youth Soccer Association, Albright College Alumni Association and the Exeter Township Planning

Commission. Today, I continue to support our region as a board member of Genesius Theatre, the Reading Film Office and Opportunity House. From 2014 through 2020, I also founded and served as editor of *The Exeter Informant*, a community news service dedicated to keeping residents informed about local government and community issues. Professionally, I am a software engineering manager for a national restaurant service and supplies company headquartered in Lititz, Pennsylvania, in neighboring Lancaster County. I hold a Master of Science degree in information systems from Drexel University and a bachelor's degree in information systems from Albright College. In addition, I've earned a Master Planner certification through the Albright College Center for Excellence in Local Government and the Cyber Risk and Oversight for Public Education certification from the Diligent Institute. Public education is also deeply personal to my family. In addition to both of my children attending the Exeter Township School District, my wife, Tiffany, is a 1998 Exeter graduate herself and serves as a K-4 reading specialist in the district. I believe strong public schools depend on thoughtful governance and effective advocacy. If elected, I will work collaboratively with fellow board members across the commonwealth, listen carefully to the concerns of our member districts, and advocate for policies that strengthen local school boards and improve educational opportunities for every student. I would be grateful for your support and the opportunity to serve as your Eastern Zone representative. Thank you.

2027 Section W1 Advisor (one-year term) (Only Section W-1 vote)

Tracey Leyda*, Franklin Area School District

I am honored to submit my candidacy for PSBA Sectional Advisor. Throughout my service in school board leadership, I have been guided by a deep belief that strong governance, open communication and a commitment to students are essential to public education. I would welcome the opportunity to continue serving PSBA and the local school boards in my section by listening carefully, sharing information clearly, and representing member concerns with professionalism and integrity. My experience in school board administration has taught me the value of collaboration, consistency and thoughtful decision-making. I understand that local boards face a wide range of challenges, from policy development and finance to personnel matters and community expectations. As sectional advisor, I would strive to be a responsive and reliable connection between local members and PSBA, ensuring that feedback from boards in our section is heard and carried forward. I would also work to strengthen awareness of PSBA resources, advocacy efforts and leadership initiatives that support effective board service. I believe one of the most important responsibilities of a sectional advisor is building trust through regular communication and visible engagement. I would approach this role by maintaining strong relationships with board liaisons, encouraging participation in PSBA programs, and promoting the Principles for Governance and Leadership. I also value the importance of recognizing local service and celebrating the work of board members who give their time to public education. That kind of encouragement helps sustain a healthy culture of leadership across our schools. If elected, I will bring dedication, steadiness, and a sincere respect for the volunteer spirit that makes PSBA strong. I am prepared to serve as an effective voice for local members, to support PSBA's mission, and to represent my section with energy and accountability. Thank you for your consideration and for the opportunity to serve.

2027-2028 Section W-2 Advisor (two-year term) (Only Section W-2 vote)

Michael Panza*, Moniteau School District

My name is Michael Panza and I respectfully ask for your support to continue as your sectional advisor. I was first appointed to the Moniteau school board in 2008 and have since won five elections. I have served as president of my school board and am currently vice-president. Our board operates by committees. I have served on the Policy,

Superintendent Evaluation and other committees during this time. I also serve on the Midwestern Intermediate Unit Board of Directors, serving as the treasurer. As a current sectional advisor, I was elected by my peers to serve on the governing board of PSBA for the past three years. My background is in education, as I hold bachelor's and master's degrees in music education, a second master's degree in administration, a doctorate in educational leadership and 18 post doctorate credits for my Letter of Eligibility. I have been a music educator, assistant principal, principal and served for more than 17 years as a district superintendent. I retired from public education in 2016 and am currently on the faculty at Slippery Rock University, supervising student teachers and teaching various courses at both the undergraduate and graduate levels. I also serve on several doctoral dissertation committees. I have presented twice at the PSBA conference and have served as a session monitor at the annual conference. I have submitted articles and have been published on no less than three occasions in the *PSBA Bulletin*. I have also been published on the national level on education-related matters. Most recently, I was asked to write a theme song for PSBA. I was happy to complete this piece. It was recently professionally recorded by the North Hills Wind Ensemble and will be featured at this year's conference. I was also asked and participated in the taping of the *PSBA Keystone Education Report* television program on the topic of arts in our schools. This program aired twice on the *PNC* cable news channel and can be found at the PSBA site or on YouTube. As can be seen, I have extensive experience in education, as a teacher, an administrator, a school director, with the intermediate unit and at the state level. I respectfully ask for your support to continue our important work, providing guidance and support to fellow school directors as we collectively serve our schools, our communities, but most importantly, our students. Again, I am Michael Panza asking to continue as your sectional advisor. Thank you for watching, and best wishes.

2027 Section E-1 Advisor (one-year term) (Only Section E-1 vote)

Christina Cosmello*, Blue Ridge School District

Hello, my name is Christina Cosmello and I am honored to seek your support to continue serving as your PSBA Sectional Advisor for section E-1. Public education has always been at the heart of my commitment to public service. I am proud to say that I am the product of Pennsylvania public schools and so are both of my children. Our public education provided the foundation that has shaped our lives. And that personal connection has fueled my lifelong commitments to advocating for strong public education. I believe every student deserves the same opportunities to learn, grow and succeed. And I am proud to support PSBA's mission of promoting excellence in public education across our commonwealth. For approximately 20 years, I have proudly served on the Blue Ridge School District Board of Directors, including five years as vice president and eight years as treasurer, which I currently hold. During that time, I have gained extensive experience in school governance, policy development, financial stewardship, strategic planning and advocating for students in our community. In addition, I have also served on the NEIU 19 board of directors for approximately nine years, three years as treasurer, which I currently hold that position. Working alongside representatives from 20 school districts has broadened my perspective, strengthened regional partnerships and deepened my understanding of the challenges and opportunities facing public education across northeast Pennsylvania. As a PSBA member for more than 15 years, I have consistently participated in conferences, sectional meetings and educational sessions. I encourage my district to recognize excellence by nominating students, educators and fellow board members for PSBA's Student Showcase. I believe these programs highlight the incredible work happening in our schools and strengthen connections across districts. For the past seven months I've had the privilege of serving as your PSBA Sectional Advisor for section E-1. During this time, I have gained valuable experience, communicating with member districts, supporting PSBA initiatives and help strengthening engagement throughout our section. That experience has reinforced my commitment to ensuring our districts remain informed, connected and

represented. Outside of education I remain actively involved in community service. I am involved in leading a scholarship program for more than a decade, I support initiatives that address food insecurity and participate in projects that honor veterans and strengthen our local communities. Professionally I am a Berkshire Hathway Home Services Chairman's Circle recipient. I'm recognized among the top agents globally. That achievement reflects the same values I bring to public service, integrity, communication, accountability and dedication. I would be honored to continue serving as your PSBA Sectional Advisor for E-1. And I am committed to listening, collaborating and advocating for our districts while promoting the outstanding work taking place throughout our schools. Thank you for your time, your support and continued dedication to Pennsylvania students and public education. I respectfully ask for your vote this fall and I look forward to the opportunity to continue serving the schools and communities of section E-1.

2027-2028 Section E-2 Advisor (two-year term) (Only Section E-2 vote)

Sarah Nemitz*, Salisbury Township School District

My name is Sarah Nemitz, and I'm a school board member and current vice president for the Salisbury Township School District in Lehigh County. I'm running for election to be the E-2 sectional advisor for PSBA, serving Lehigh, Northampton, Monroe and Carbon counties. I have been a school board member since 2019, and I've served in leadership roles in my own district and beyond. I was previously our president for one year, and have served as vice president since 2024. I've led negotiating teams and worked to recertify the charter school that is in our boundaries, worked with our state legislators, as well as presented sessions at the School Leadership Conference. Since 2019, I have also represented Salisbury on the joint operating committee for the Lehigh Career and Technical Institute, and currently serve as treasurer and chair of the Business and Finance committee. I was also a member of the inaugural class of PSBA's Innovation and Policy Institute in 2022. PSBA has a lot to offer our districts and as E-2 sectional advisor, I'd be happy to help connect you with those services and resources. Our board has had very positive experiences working with PSBA – we have taken roles and responsibilities and goal setting trainings, we regularly participate in the self-evaluation process, and we have engaged in advocacy day events, as well as working with PSBA on policy updates. Personally, I have gained a lot of knowledge from PSBA's webinars on current topics in education and have enjoyed hearing the experience of others through the member exchanges. I believe that the more informed we are as board members the better we can serve our students and communities. I also believe that by working together and sharing our unique experiences we can become stronger, more informed advocates for public education. I appreciate your support and look forward to working with all of you.

Anna Lopez, Pocono Mountain School District

Hello everyone my name is Anna Lopez and I'm a proudly serving school director at Pocono Mountain School District and as a director at the Colonial Intermediate Unit 20 board. It's an honor to be a candidate for the PSBA Sectional Advisor for section E-2. Over the past several years I've learned that effective leadership begins with listening. Every school district is unique. We all share many of the same challenges, supporting students, retaining quality staff, maintaining safe schools, managing facilities and balancing budgets all while remaining accountable to our communities. So serving on my local board has given me the opportunity to work on long-term projects such as capital improvements planning, policy development, education initiatives that strengthen our schools while all remaining fiscally responsible. Serving on the intermediate unit has also brought me an understanding of how collaboration between districts creates opportunities that no single district can accomplish alone. If elected as your advisor, my commitment is very simple. I will listen, I will communicate and I will advocate. I believe school directors deserve timely information, opportunities to share ideas and a strong voice within PSBA. I also believe our greatest

strength comes from working together. So regardless of the size of our district or community we represent, every school member brings valuable experience that can help improve public education across Pennsylvania. I want to help strengthen those connections by encouraging collaboration, sharing successful practices and ensuring that our concerns of our region are heard. Public education continues to face significant challenges, but it also has tremendous opportunities by working together with respect, professionalism and a shared commitment to students. We can continue building stronger schools and stronger communities. Thank you all for your service to public education, for everything you do on behalf of your students and communities and for considering my candidacy. I would be honored to earn your support as your next PSBA Section E-2 Advisor. Thank you.

Timothy Kearney*, Southern Lehigh School District

Over 40 years. That is how long I've been involved in public education work. I am honored to be a 2026 PSBA Nominating Committee endorsed candidate for the PSBA Section E2 Sectional Advisor position. Over 40 years ago, I decided to earn a degree in elementary education at Millersville University. I was hired by Allentown School District and taught there for 34 years. I earned a master's degree in education leadership and a Principal's Certificate at Lehigh University. I earned a Management Certificate from DeSales University. I won several awards including Outstanding Educator Award from the Allentown Education Association and the Legacy Award from Pennsylvania State Education (PSEA) Eastern Region. I was an education leader at the school, local, region, state and national level. I served as a building representative, Allentown Education Association's vice president of elementary schools, PSEA Eastern Region Third Representative and PSEA Board of Directors. I served on PSEA statewide Communications, Resolutions, Bargaining and Health Care committees. I also served on the National Education Association's Resolutions Committee. I attended education leadership meetings in Germany and National Education Association meetings across the country – Minnesota to Texas, California to Washington, D.C. When I retired, I did not stop my education work. I ran for school board. I am on our Continuing Education, Policy, Education and Technology committees. I serve as one of our representatives on our local technical school's joint operating committee. I am president of Founding Forward's Valley Forge Volunteer Chapter, and work part time there. I am a voice for civics education. I develop a weekly education update for area educators and community members. I've been composing that email newsletter for over five years. I bring a career's worth of dedication to this position. I want to bring my experience to PSBA and school board members in our region. When I look at PSBA's purpose of improving public schools, I can't help but know I've been doing this for decades. When PSBA states that its mission is promoting exceptional public education, it matches my own personal philosophy and the education success I achieved in support, empower and advocate for public education. When I see PSBA's Principles for Governance and Leadership, I know they are principles I've strived for as an educator, whether in the classroom, principal's office or education association leadership roles. I would be honored to serve you and PSBA. Thank you, sincerely, for your time and consideration.

2027-2028 Section E-4 Advisor (two-year term) (Only Section E-4 vote)

Dr. Tasliym Morales*, Chester Upland School District

My name is Dr. Tasliym Morales, and I am honored to seek another term as your PSBA Section E4 Advisor. Supporting school directors across Bucks, Chester, Delaware, Montgomery and Philadelphia counties has been one of the most rewarding opportunities of my public service. During my term, I have worked to ensure that board members had access to timely legislative updates, governance resources and opportunities to strengthen their effectiveness as educational leaders. As an elected school director, legislative chairwoman, and treasurer for the Chester Upland School District, I understand the challenges boards face every day. We are expected to balance fiscal responsibility, student achievement, transparency, community expectations and an ever-changing legislative landscape. Those

experiences have shaped the way I support section E4, with practical solutions, open communication, and a commitment to helping fellow board members succeed. Throughout my term, I have remained engaged with local school districts, legislative discussions, and regional educational partners. I believe an effective sectional advisor should not simply share information but also create opportunities for collaboration, ensuring that boards can learn from one another while advocating for policies that strengthen public education. If reelected, I will continue strengthening connections throughout section E4 by expanding communication, increasing opportunities for professional engagement, and ensuring school directors have access to meaningful governance and legislative resources. I remain committed to supporting every district fairly and professionally, recognizing that while our communities may differ, our commitment to serving students is shared. Public education continues to face significant challenges, from funding and workforce issues to governance and accountability. These challenges require thoughtful leadership, respectful dialogue, and a willingness to work together across districts and perspectives. I am committed to continuing to support that work on your behalf. Thank you for the trust you have placed in me during my first term. It has been a privilege to work alongside so many dedicated school directors who volunteer countless hours to improve outcomes for students and communities across southeastern Pennsylvania. I respectfully ask for your support and your vote to continue serving as your PSBA Section E4 Advisor.

PSBA Insurance Trustees

Member entities also are asked to vote for open trustee positions on the PSBA Insurance board. PSBA Insurance provides complimentary travel/accident insurance to all school directors from member school entities while on official school board business. As such, all member entities are considered participants in PSBA Insurance programs and are eligible to vote.

Trustee (term ends Dec. 31, 2029) – Includes two candidates (three-year term)

Choose up to two candidates for a three-year term.

Marianne L. Neel

Dr. Michael Faccinetto

Dr. Michael Faccinetto has served on the Bethlehem Area School District Board of Directors since 2009, providing 17 years of leadership in public school governance, budgeting, labor relations and education policy. As board president, he has advocated for underserved students, responsible stewardship, and programs that expand opportunities for every learner. His statewide leadership includes serving as PSBA president from 2017–18 and advocating for public education before the Pennsylvania General Assembly. Dr. Faccinetto is the principal of Southern Lehigh Middle School and previously served as an elementary teacher in the Southern Lehigh and Allentown school districts. He earned his Doctorate in Educational Leadership, master's degree, and K–12 Principal Certification from Lehigh University.

School Board Secretaries Forum

(Only school board secretaries may nominate and vote for the forum officers.)

Forum Steering Committee (term ends Dec. 31, 2028) – (two-year term)

Choose up to three individuals for a two-year term

Betsy Gates, Dauphin County Technical School

Betsy Gates is the administrative operations coordinator and board secretary at Dauphin County Technical School, where she plays a central role in supporting school leadership, board operations, and the mission of high-quality career and technical education. For the past three years, Betsy has been an active and engaged member of the PSBA School Board Secretaries Forum, contributing her expertise, insight and collaborative spirit to the statewide network of board professionals. She currently serves as chair of the forum, a role she has held for the past year, where she works to strengthen connections among members, elevate best practices and support the vital work of board secretaries across Pennsylvania. Betsy is a passionate advocate for both career and technical centers (CTCs) and the Pennsylvania School Boards Association. She believes deeply in the power of CTCs to prepare students for meaningful careers and in PSBA's role as a cornerstone of strong public education governance. Her commitment to these organizations reflects her broader dedication to ensuring that every student in Pennsylvania has access to high-quality educational opportunities.

Lauryn Weaver, Central Intermediate Unit 10

I have spent the last four years working in education, along with more than 10 years in the fitness industry, and one thing that has remained constant throughout my career is my love for connecting with people. I genuinely enjoy meeting new people, building relationships, and finding creative ways to make networking feel fun, welcoming and engaging. I am naturally organized, always happy to lend a helping hand and enjoy supporting others however I can. Those qualities are a big part of why I would love to serve on the SBS Steering Committee. From my very first SBS Annual Conference, I was impressed by how welcoming, knowledgeable and supportive this group is. The committee always goes the extra mile to help others and find answers, even when it takes a little extra digging. Through this committee, I have built valuable connections, gained insights that helped me grow professionally and felt genuinely supported. I would love the opportunity to give back by helping create those same positive experiences for others, supporting members, encouraging engagement and helping strengthen the network that makes SBS Steering Committee such a valuable resource. At the IU, I lead the Community and Staff Engagement Committee, where I help create events and initiatives that bring people together and strengthen our sense of community and boost employee morale. I believe that experience would transfer well to this opportunity and allow me to contribute ideas, organization and enthusiasm that support the committee's goals.



FIELD PLACEMENT MEMORANDUM OF UNDERSTANDING

THE TERM of this **AGREEMENT**, entered into by and between Drexel University, hereinafter referenced as the **UNIVERSITY**, and **Warwick School District**, hereinafter referenced as the **DISTRICT**, shall commence on **October 1, 2026**, and shall continue unless written notice is given by the **DISTRICT** to the contrary.

WITNESSETH

WHEREAS, the governing board of a school district may enter into agreements with a college or university approved by the Pennsylvania Department of Education to provide student teaching experience and to provide supervised field experience as may be called for in the requirements of the various authorized credentials for public school service; and

WHEREAS, any such agreement may provide for the payment in money or in services for the services rendered by the school district of an amount not to exceed the actual cost to the school district of the services rendered; and

WHEREAS, it has been determined between the parties hereto that the payments to be made to the school district under this agreement do not exceed the actual cost to the school district of the services rendered;

NOW, THEREFORE, it is mutually agreed between the parties hereto as follows:

I.

The District shall provide teaching experience through observations and student teaching in schools and classes of the District for teacher candidates/student interns of the University who possess a valid certificate of clearance and are assigned by the University to schools or classes of the District. Such observations and student teaching shall be provided in such schools or classes of the District, and under the direct supervision and instruction of such employees of the District, as the District and the University through their duly authorized representatives may agree upon.

The District may, for good cause, refuse to accept for observations and student teaching any teacher candidate/student intern of the University assigned to a placement in the District, and upon request of the District, made for good cause, the University shall terminate the assignment of any teacher candidate/student intern of the University to observation or student teaching in the District.

“Student teaching” as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching or administrative leadership functions under the direct supervision and instruction of employees of the District holding valid state-issued educator credentials, other than emergency or intern credentials, authorizing them to serve as classroom teachers or principal/superintendent interns in the schools or classes in which the student teaching is provided.

“Teacher candidate” and “student intern” as used herein and elsewhere in this agreement refers to a currently enrolled Drexel University student who is participating in field experiences, including pre-student teaching and student teaching, or a Principal or Superintendent internship.

II.



During their field experiences, teacher candidates will be participating in a directly linked corresponding course which provides continuous study and discussion. Three evaluators observe the student during these placements:

1. The **mentor teacher** works with the teacher candidate in the classroom and conducts a formative and final evaluation with the PDE 430 form; as required by the Pennsylvania Dept of Education.
2. The **site director** (as identified and hired by Drexel University) visits the placement location and completes a minimum of two formal observations depending on the type of assignment. The site director will complete the Drexel University Student Teaching Evaluation Form for each lesson observed. The site director will submit a formative and summative evaluation (PDE 430).
3. The Drexel University **course instructor** (*Drexel faculty*) will view two video recordings of the teacher candidate's teaching (stage IV only) and provide constructive feedback. Please note that teacher candidates will adhere to all district policies with regard to video recording.

III.

There are four stages of field experience of which Stages III and IV include student teaching. Each stage is progressively more intensive and requires the candidate to gradually assume more responsibility. The experiences should take place in collaborative settings across all grade levels to give candidates a flavor for the values, culture, and working styles of learning environments throughout the K-12 system.

Additionally, Drexel University offers three different internships designed for already-certified teachers who are looking to become administrative leaders: the Principal Internship, Superintendent Letter of Eligibility Internship, and the Special Education Leadership Internship.

An assignment of a teacher candidate or student intern of the University to schools or classes of the District shall be at the discretion of the University as described below. The start and end dates can be adjusted in order to align with the District's academic year calendar.

Drexel University also offers internships to graduate students enrolled in the first or second year of coursework in the School of Psychology EdS program as described in "**Exhibit A**" attached to this Field Placement Memorandum of Understanding.

The University will award the District for performance by the District of all services required at a rate mutually agreed upon per University quarter term.

STAGE ONE: OBSERVATION

Candidates are observers in a variety of education and education-related settings (e.g., community organizations, tutoring programs). Programs are expected to design this phase so that candidates observe before formal admission to the teacher education program. Apart from community and after-school programs, there must also be a range of school and classroom experiences (e.g., urban, suburban, rural, high- and low-performing schools) so that candidates have a broad experience and learn as much as possible about K-12 learners and K-12 education philosophy.

STAGE TWO: EXPLORATION

This stage may be called the “assistant” phase of field experience where the candidate works under a certified teacher’s direction with a small group of students. Activities could include tutoring, helping with assignments, and so forth.

STAGE THREE: PRE-STUDENT TEACHING

In pre-student teaching, candidates work with small groups of students in school or after-school settings under the supervision of a certified teacher. For this phase of field experience, K-12 level candidates will be formally admitted to the education program but will not be in full control of a class.

STAGE FOUR: STUDENT TEACHING

There is a minimum of 12 weeks of full-time student teaching required including all auxiliary duties normally performed by a teacher. The student teacher must be supervised by faculty with knowledge and experience in the area of certification and a mentor teacher with appropriate professional educator certification (three years satisfactory certified teaching experience on the appropriate certificate and one year certified experience in the specific placement) who is trained by the preparation program faculty. Programs are permitted to provide either a single placement for the duration of the student teaching or a split placement that provides a minimum of six weeks in two different grade bands.

INTERNSHIPS: PRINCIPAL, SUPERINTENDENT LETTER OF ELIGIBILITY, SPECIAL EDUCATION SUPERVISOR

These internships occur across four different quarter terms where each intern will complete 75-150 hours per term for a total of 300-600 hours over the course of a year.

The hours are embedded partly in current job functions such as leadership activities, school district planned activities, activities generated from courses and log reflections, and meeting with a mentoring administrator. Student interns will keep a log of weekly leadership activities that are implemented by the student intern and the mentoring administrator.

Each student intern is responsible for securing a mentoring administrator with a minimum of three years administrative experience on a state-issued administrative certificate and a minimum of one year in the district or school where the student intern currently works.

Furthermore, the mentor must have an administrative assignment as a school principal, assistant principal, superintendent, or other office administrative position, as appropriate. Additionally, each student intern has a Drexel University instructor who monitors the student intern’s progress during the four-quarter internship experience.

IV.

TEACHER CANDIDATE/STUDENT INTERN QUALIFICATIONS

Each Drexel University teacher candidate or student intern must currently possess a clear federal background check which was conducted by local law enforcement authorities and complete at least three hours of Child Abuse Recognition and Reporting Training, under Pennsylvania Act 126. Furthermore, students completing field experiences or internships in the state of Pennsylvania must also currently possess a Pennsylvania State Criminal Background check and a Pennsylvania Child Abuse History clearance. Any student intern participating in one of the three Internships must also provide proof of an applicable valid state-issued certificate in their area of study.

MENTOR TEACHER/ADMINISTRATOR QUALIFICATIONS

Mentor teachers/administrators must have appropriate professional educator certification (three years satisfactory certified teaching experience on the appropriate certificate and one year certified experience in the specific placement). In addition, they should be open to engaging in mentoring professional development provided by Drexel University.

V.

MENTOR TEACHER/ADMINISTRATOR RESPONSIBILITIES

Stages I/II: Observation/Exploration

1. Communicate with teacher candidate and Field Placement Office to share their expertise as appropriate.
2. Allow the teacher candidate to actively observe classroom instruction and collaborates in completing all attendant requirements prior to hosting.
3. Co-plan and co-teach lessons with the teacher candidate as necessary.
4. Sign the candidate's observation log indicating that they have observed the class for the number of hours reported.
5. Provide ongoing actionable feedback verbally throughout the experience.
6. Complete final, informal evaluation of the teacher candidate, identifying overall strengths and providing suggestions for the future.

Stage III: Pre-Student Teaching

1. Complete the Mentor Teacher Application prior to hosting.
2. Attend a Mentor Teacher Orientation prior to or at the beginning of the field experience.
3. Allow the teacher candidate to actively observe classroom instruction and teach 4-8 small group and/or whole class lessons during the placement.
4. Sign the candidate's observation log indicating that they have observed the class for the number of hours recorded.
5. Provide ongoing actionable feedback both verbally and in writing throughout the experience.
6. Complete a final evaluation of the teacher candidate, identifying overall strengths and providing suggestions for the future.
7. Communicate with the Site Director throughout the duration of the placement.
8. Communicate with Drexel University instructor as needed throughout the duration of the placement.

Stage IV: Student Teaching

1. Complete the Mentor Teacher Application prior to hosting.
2. Review the full-time student teaching or residency student teaching handbook.
3. Attend a Mentor Teacher Orientation prior to or at the beginning of the field experience.
4. Be willing to allow the teacher candidate to gradually assume the majority of the responsibilities of the classroom.
5. Complete two formal evaluations according to the four domains of the Danielson's Framework, identifying overall strengths and providing suggestions for the future.
6. Provide daily actionable feedback to the candidate both verbally and in writing throughout the experience.
7. Communicate with the Site Director throughout the duration of the placement.
8. Communicate with Drexel University instructor throughout the duration of the placement.

Principal/Superintendent/Special Education Supervisor Internship

1. Complete the Mentoring Administrator Application each term.
2. Assist the student intern with the Intern Goal Form.
3. Review each of the applicable documents: Internship Handbook, Evaluation/Feedback Form and Internship Schedule.
4. Suggest internship activities.



5. Meet with the student intern weekly, or as needed, for mentoring, feedback, and reflection.
6. If possible, participate in a Live Classroom with other mentoring administrators each term; an invitation will be sent from the Drexel University instructor with information on the time/day and how to participate.
7. Evaluate and provide feedback to the student intern on the Evaluation/Feedback Form at the end of each term.
8. Provide feedback to the Drexel University course instructor during and after each term.

VI.

SITE DIRECTOR QUALIFICATIONS

Site directors must be previously certified teachers with at least three years of teaching experience preferably in an area closely related to the certification area sought by the teacher candidate. In addition, the site director should have expertise and experience in staff development, mentoring, and supervising other teachers.

SITE DIRECTOR RESPONSIBILITIES

1. Clearly communicate program goals and objectives to mentor teachers, building administrators, and district administrators.
2. Clearly communicate goals, objectives, and policies to teacher candidates.
3. Clearly communicate timelines for required observations, presentations, and the like to teacher candidates and mentor teachers.
4. Effectively coordinate additional learning opportunities for teacher candidates.
5. Observe and supervise teacher candidates during their experience, providing student teaching assessment and documentation (PDE 430).
6. Conduct conferences with teacher candidates and mentor teachers on a regular basis.
7. Work effectively one-on-one to answer questions about individual teacher candidates and Drexel goals and objectives.

VII.

Notwithstanding anything herein contained to the contrary, this agreement may be terminated and the provisions of this agreement may be altered, changed, or amended, by mutual consent of the parties hereto.

If you have any questions regarding any area of this letter, I would be happy to discuss how the School of Education can accommodate **Warwick School District** policies and procedures. I can be reached via phone: (215) 895-1865 or via email: spr37@drexel.edu.

If you find this contract agreeable, the following signatures hereby indicate the approval of this contract:

Drexel University

Sarah P. Ulrich, Ed.D.
Associate Dean, Academic Affairs
School of Education

Warwick School District

By: _____
Signature Date

Printed Name

Title



EXHIBIT A ADDITIONAL SERVICES

Definition of Roles and Qualifications:

Practicum Student – A Drexel University graduate student enrolled in the first or second year of coursework in the School Psychology EdS program.

School Psychology Intern – A Drexel University graduate student enrolled in the third year of in the School Psychology EdS program, which involves the completion of a 1200 hour internship experience within a school setting. Students are also enrolled in a 1 credit internship seminar course across each term of the academic year.

Both practicum students and interns must currently possess a clear federal background check which was conducted by local law enforcement authorities. Furthermore, students completing field experiences or internships in the state of Pennsylvania must also currently possess a Pennsylvania State Criminal Background check and a Pennsylvania Child Abuse History clearance.

Field Supervisor – A school psychologist employed by a school or educational agency who provides field supervision to the practicum student or intern. All field supervisors must be certified or licensed school psychologist in the state they are employed, or a licensed psychologist in the state they are employed. The field supervisor must have at least 1 year of professional experience as a school psychologist to supervise a practicum student. The field supervision must have 3 years of professional experience as a school psychology to supervise an intern.

University Supervisor – A faculty member in the Drexel School of Education who provides individual and/or group supervision to practicum students as part of their coursework. The university supervisor will hold either state or national certification as a school psychologist AND/OR licensure as a psychologist.

Levels of Practicum and Internship:

Year 1 Practicum: Students in this practicum are engaged in academic assessment and intervention activities, including administering Curriculum Based Measures (CBM) and selecting and implementing individualized academic interventions. They also participate in academic or behavioral consultation activities, including teacher interviews, observation/data collection, selecting and implementing interventions, and progress monitoring. All activities are conducted with parental consent. A university supervisor conducts on-site and/or remote supervision to all Year 1 Practicum students.

Year 2 Practicum: Students in this practicum work closely with a field supervisor to participate in a variety of activities demonstrating the roles and functions of a school psychologist. Students begin the academic year primarily shadowing and observing tasks, and they begin to practice direct assessment, intervention, and consultation across the academic year. Across the year, students are required to review records, conduct classroom observations, observe pre-referral/MTSS and IEP team meetings, conduct

academic achievement and cognitive functioning assessments, interview and consult with parents and teachers, and generate written reports. Students are expected to complete 6 hours per week at the practicum site. The schedule is to be determined by the student and field supervisor. Practicum students are required to log all hours, and they submit this log to the university supervisor each term. The field supervisor will verify all hours at the end of the practicum experience.

All activities are conducted under supervision of the field supervisor. The university supervisor also conducts weekly group supervision meetings. The Year 2 practicum student is rated by the field supervisor twice: once at the end of the Fall term and again in the Spring term, at the end of the school year.

Internship: Students on internship participate in the assessment, consultation, and intervention activities typical of a practicing school psychologist. This includes participating in pre-referral/MTSS and IEP team meetings, conducting psychoeducational assessments for a variety of referral concerns, interviewing and consulting with parents and teachers, and generating written reports. Students are expected to work on-site at the school or educational agency full-time, so that 1200 hours of experience are obtained by the end of the academic year. Students may complete a part-time 2-year internship with program and site approval. Internships may be paid or unpaid. Interns are required to log all hours, and they submit this log to the university supervisor each term. The field supervisor will verify all hours at the end of the internship experience.

All intern activities are conducted under supervision of the field supervisor. The field supervisor must provide 2 hours of direct supervision per week. The university supervisor also conducts monthly group seminars with all interns. The intern is rated by the field supervisor twice: once at the end of the Fall term and again in the Spring term, at the end of the school year.

ATTACHMENT #7 - September 15, 2026

PRIMARY CARE SERVICES AGREEMENT

This Primary Care Services Agreement (the “**Agreement**”), dated **January 1, 2027** (the “**Effective Date**”), is by and between **Warwick School District** (the “**Employer**”) and Lancaster General Medical Group, a Pennsylvania nonprofit corporation (“**LGMG**”) (each, a “**Party**” and collectively, the “**Parties**”).

RECITALS

WHEREAS, the Employer desires to provide Eligible Persons (hereinafter defined) with access to primary care health centers (the “**Health Centers**”); and

WHEREAS, LGMG is a multispecialty physician practice; and

WHEREAS, the Employer desires to engage LGMG to provide the health services at the Health Centers in order to improve quality of care for Eligible Persons (as defined below) and to better manage its growing health plan costs; and

WHEREAS, the Employer and LGMG desire to enter into this Agreement to provide a full statement of their understanding.

NOW, THEREFORE, in consideration of the foregoing and of the mutual promises and agreements contained herein, and intending to be legally bound, the above recitals are hereby incorporated into this Agreement and the parties agree as follows:

AGREEMENT

1. Definitions. Capitalized terms not defined in this Section 1 or elsewhere in this Agreement shall have the meanings ascribed to such terms under HIPAA (defined in this Section 1).

“Applicable Law” or “Applicable Laws” means all federal, state, county, or municipal laws, ordinances, rules, regulations, directives, orders, and/or requirements now in force or which may hereafter be in force.

“Business Records” means information created, received, maintained or transmitted by LGMG pursuant to this Agreement. “Business Records” do not include medical records or documentation required to be created or maintained by a physician or other provider of health care services pursuant to applicable medical or health care licensure requirements (hereinafter referred to as “Medical Records”).

“Census” means the most recent listing of Eligible Persons provided by the Employer to LGMG.

“Covered Services” means the medical and other healthcare services provided at the Health Centers to Eligible Employees and Eligible Dependents., as set forth more fully in Exhibit A.

“Employer’s Plan” means the health benefit plan sponsored by the Employer through which the Employer provides group medical benefits to an Eligible Person on a self-insured basis, including the Covered Services.

“Employer’s Plan Representative” means the designated individual or individuals authorized to create, receive, maintain and/or transmit Protected Health Information in accordance with HIPAA

and the Employer's Plan and whose designation and contact information is provided by the Employer to LGMG in writing.

"Eligible Dependent" means a family member of an Eligible Employee who is either a participant in the Employer's Plan by virtue of having met the eligibility requirements of the Employer's Plan.

"Eligible Employee" means an individual who is an active or former employee of the Employer and who either is enrolled in the Employer's Plan as per the Employer's most recent Census by reason of (i) being an active employee of the Employer or (ii) having continued coverage in the Employer's Plan under the provisions of the Consolidated Omnibus Budget Reconciliation Act of 1985, as amended.

"Eligible Person" means an individual who is either an Eligible Employee or an Eligible Dependent.

"ERISA" means the Employee Retirement Income Security Act of 1974, as amended, and the rules and regulations promulgated thereunder.

"Health Center(s)" means the LGMG operated primary care health centers identified in Exhibit A.

"HIPAA" means the Health Insurance Portability and Accountability Act of 1996, P.L. 104-191, as amended by the Health Information for Economic and Clinical Health Act, along with regulations promulgated by the Secretary of the Department of Health and Human Services at 45 C.F.R. Part 160, Subparts A, B, C, and D, and 45 C.F.R. Part 164, Subparts A and C, as same may be amended from time to time.

"Non-Physician Licensed Personnel" means individuals employed by or contracted with LGMG who are licensed in accordance with applicable Pennsylvania law to provide health care services to patients at the Health Centers, but who are not licensed physicians. Such individuals can and shall provide services in accordance with their legal scope of practice as licensed and regulated by the Commonwealth of Pennsylvania.

"PMPM Fee" means the per member per month fee for the applicable calendar year.

2. Term.

2.1 Initial Term and Renewals. The term of this Agreement will be for a period of **two (2) years**, beginning on the Effective Date (the "Term").

2.2 Commencement Date. The term "Commencement Date," as used herein, shall mean **January 1, 2027**, which shall be subject to the Employer having provided LGMG with the first Census.

3. Professional Medical Services.

3.1 Professional Medical Services. LGMG shall provide Covered Services at the Health Centers, in accordance with Applicable Law, as set forth more fully in Exhibit A.

3.2 Health Center Operating as Primary Care Medical Office. In providing services under this Agreement, LGMG represents and warrants that it will at all times operate the Health Centers as a primary care medical offices.

- 3.3 Providers to be Supplied by LGMG. LGMG will provide Covered Services through the use of one or more of its employed Non-Physician Licensed Personnel (collectively, “Providers”). LGMG will be responsible for providing and arranging for all Providers in accordance with the staffing plan set forth on Exhibit A.
- 3.4 LGMG Responsible for Supervision of Medical and Healthcare Services. LGMG will be solely responsible for the supervision of all Covered Services rendered at the Health Centers. LGMG, through the Providers, will be solely responsible for all clinical decision-making regarding all patients of the Health Centers and shall exercise medical judgment without influence from any individuals who are not Providers acting in accordance with Applicable Law.
- 3.5 LGMG Regarding Providers. LGMG represents and warrants, with respect to each Provider, that the following statements are true and correct as of the Effective Date and shall remain true and correct with respect to each Provider throughout the duration of the Term (as appropriate):
- 3.5.1 Licensed. Each Provider is duly licensed to practice in the Commonwealth of Pennsylvania.
- 3.5.2 Good Standing. Each Provider is in good standing with the Provider’s applicable Commonwealth of Pennsylvania licensing board (that is, the State Board of Medicine, the State Board of Osteopathic Medicine, or the State Board of Nursing (as the case may be).
- 3.5.3 DEA Permit. Each Provider, where permitted by Applicable Law, maintains a Federal Drug Enforcement Agency (“DEA”) Controlled Substances Registration Certificate without restrictions (and all other narcotics and controlled substances registration numbers) and all state certifications required by Applicable Law to prescribe controlled substances pursuant to this Agreement.
- 3.5.4 Dispensing License. Provider, where permitted by Applicable Law, will maintain any dispensing or similar license or certification required to prescribe and/or dispense drugs to patients of the Health Center pursuant to Applicable Law.
- 3.5.5 Sanctioned Person. None of the Providers are and have never been a “Sanctioned Person” within the meaning of Section 1128(b) of the Social Security Act, and are not and have never been subject to any federal or state investigation which, if determined adversely with respect to such individual, would cause such individual to be a “Sanctioned Person.”
- 3.6 LGMG Appointment of Medical Director. LGMG will appoint a Physician employed by or contracted with LGMG to serve as the Medical Director for each Health Center. Such Medical Director may or may not be located on site at the Health Center, but will at all times be employed by or contracted with LGMG. The Medical Director will be responsible for patient care management, and will serve as the primary liaison with the Employer with respect to the operation of the Health Center and shall perform all services required of the Medical Director in accordance with Applicable Law.
- 3.6.1 Duties of Medical Director. The Medical Director’s duties shall include, but shall not be limited to, the following: (i) developing and overseeing utilization review,

quality control, quality assurance, and quality improvement programs for use at the Health Center; (ii) serving as the primary liaison with specialist physicians to whom LGMG or Providers refer patients of the Health Center for specialty services which LGMG does not provide at the Health Center, and the Employer on matters regarding patient complaints, specialist referral authorizations, and quality of care provided at the Health Center; (iii) ensuring day-to-day management and supervision of the professional medical aspects of the medical practice conducted by LGMG and/or Providers at the Health Center; and (iv) staffing, recruiting, and credentialing and clinical supervision of non-physician licensed personnel.

3.7 Standards of Performance. LGMG represents and warrants that all services to be provided under this Agreement will be performed in a professional, competent and timely manner by appropriately qualified Providers in accordance with the provisions of this Agreement, consistent with professional medical quality and ethical standards prevailing in the community, and in accordance with Applicable Law.

3.8 Drugs and Medications. All Providers, duly qualified and licensed under Applicable Law, may prescribe and dispense pre-packaged prescription medicines and drugs to patients of the Health Centers, as such Providers deem medically necessary. LGMG may purchase, and Providers may dispense, prescription drugs, medications, and controlled substances, provided that all such drugs, medications, and controlled substances are purchased directly by LGMG, and provided that at all times the LGMG maintains custody of, and stores such prescription medications and drugs in accordance with Applicable Law. LGMG shall be responsible for all inventorying and reordering of such drugs or medications and applicable recordkeeping requirements. Those medicines and drugs to be dispensed at the Health Centers are listed in Exhibit A.

4. Management Services.

4.1 Management Services. LGMG shall provide management services for the Health Centers, including all administrative, clerical and support staff functions, and all other necessary or appropriate non-medical services relating to the operation of the Health Centers ("Management Services"), which shall include, without limitation, the following:

4.1.1 Scheduling. LGMG shall schedule the appointments for all Eligible Persons at the Health Centers during the hours of operation for such Health Center.

4.1.2 Policies. LGMG shall develop and implement written policies and procedures relative to the operation and management of the Health Centers. All policies and procedures related to clinical practice, quality assurance and similar issues affecting the practice of medicine at the Health Centers shall be developed solely by LGMG.

4.1.3 Informational Materials. The parties shall work together to prepare and each party shall approve, informational materials for distribution to Eligible Persons to promote the medical services and other services rendered at the Health Centers.

4.1.4 Laundry and Other Services. LGMG shall furnish or arrange for all laundry, linens, stationery, forms, medical and office supplies, postage, duplication services, printing services, routine medical waste disposal services, infectious medical waste disposal services, and any services of a similar nature which are

reasonably necessary and appropriate for the day-to-day operation of the Health Center.

- 4.1.5 Bookkeeping and Accounting Services. LGMG shall provide the bookkeeping, accounting, and financial services, in accordance with generally acceptable accounting principles where applicable, necessary or appropriate for the efficient and proper operation of the Health Center, including, without limitation:
- 4.1.6 Eligible Person Encounter Documentation. As noted below in this Agreement, neither the Employer, LGMG, nor Provider shall bill any Eligible Person or cause any person or entity to bill an Eligible Person for services or supplies provided at the Health Centers, except for the medications listed in Exhibit A. LGMG and the Employer will mutually agree upon reports to be provided by LGMG regarding utilization of the Health Centers. Such reports will be provided to the Employer's Plan Representative on a monthly basis, and within twenty (20) days after the end of each month.
- 4.1.7 Reports and Information. From time to time, as permitted by Applicable Law, including, but not limited to, HIPAA, LGMG shall provide upon request to the Employer's Plan Representative such other reports and information pertaining to operations of the Health Centers as may be reasonably requested by the Employer. Employer shall be responsible for informing Eligible Employees that any information collected by the Health Centers, including PHI, may be shared with Employer's Plan Representative.
- 4.1.8 Business Records Maintenance. LGMG shall be responsible for the maintenance, custody, supervision, privacy and security of all Business Records. Medical Records shall be maintained, supervised, and secured in accordance with Section 7, below.
- 4.1.9 Wellness Services. LGMG shall provide or arrange to provide for wellness services as mutually agreed by the Parties, which services shall be in addition to the services set forth in Exhibit A. If any of the wellness services includes any clinical or medical services or oversight, such services or oversight shall be performed by or under the direction of appropriately licensed personnel in accordance with Applicable Law. To the extent mutually agreed to by the Parties, wellness education may be provided at the Health Center or from other locations remotely, which may include, without limitation, wellness coaches or nurse educators providing the wellness services via telephone or secure video conferencing as permitted by Applicable Law.

5. Health Center Location, Equipment, Supplies, Software, Hardware, Drugs and Medications.

- 5.1 Health Center Location. The locations of the Health Centers are identified in Exhibit A. Equipment. To the extent permitted by Applicable Law, LGMG shall procure and provide all medical and non-medical equipment, furnishings, and instruments (the "Equipment") reasonably required in connection with the provision of services at the Health Centers.
- 5.2 Supplies. To the extent permitted by Applicable Law, LGMG shall procure and provide all medical and non-medical supplies ("Supplies") that are reasonably required in connection with the provision of services to Eligible Persons at the Health Centers.

- 5.3 IT Equipment. LGMG shall procure, provide, maintain and repair any hardware, computers, monitors, and other electronic information communication and storage technology and related equipment (collectively, “IT Equipment”) required for operation of the Health Centers in a manner that fully complies with Applicable Laws and HIPAA security requirements. LGMG shall make available the software necessary to operate the electronic health record at the Health Centers. Title to the IT Equipment shall remain with LGMG.
- 5.5 Drugs and Medications. LGMG shall require Providers to prescribe and dispense prescription medicines and drugs to Eligible Persons accessing services at the Health Centers as Providers determine to be medically necessary and within the scope described in Exhibit A. To the extent allowed by Applicable Law, LGMG shall purchase, and Providers may dispense, prescription drugs, medications, provided that all such drugs, medications, are purchased directly by LGMG, and provided that at all times Providers maintain custody of, and stores such prescription medications and drugs in appropriately locked and secured cabinets or lockers located on the premises of the Health Center in accordance with Applicable Law. LGMG will cause Provider to comply with all Applicable Laws regarding the purchase, storage, handling and dispensing of drugs and medications.
6. Health Center Hours; Exclusive Use of Health Center; Referrals.
- 6.1 Hours of Operation and Call Coverage. LGMG shall require all Covered Services rendered at the Health Center pursuant to this Agreement to be provided during the hours of operation, and in accordance with call coverage, as set forth in Exhibit A for the Health Centers, which may be amended from time to time in writing by mutual agreement between the Parties. LGMG shall ensure that the Eligible Persons have access to the Providers during the hours of operation of the Health Centers and shall make commercially reasonable efforts to accommodate walk-in and non-scheduled appointments for Eligible Persons during the hours of operation of the Health Centers.
- 6.2 Exclusive Use of Health Centers by Eligible Persons. Only Eligible Persons shall be permitted to obtain services at the Health Centers. The Employer shall use commercially reasonable efforts to ensure that the Census provided to LGMG contains accurate information regarding the eligibility status of each individual listed. Prior to providing services to an individual at the Health Centers, LGMG shall request a form of identification from the individual and then check the most recently received Census to determine whether the individual is an Eligible Person. LGMG shall direct any questions regarding an individual’s eligibility to receive services at the Health Centers as an Eligible Person to the Employer’s Plan Representative or the Employer’s Plan Representative’s designee.
- 6.3 Referred Services. For purposes of this Section, “referral” shall mean the act by a Provider providing services at a Health Center of identifying another health care provider and communicating information or a recommendation to a patient about that provider, as distinguished from a Provider exercising Provider’s professional judgment with respect to the diagnosis or treatment of a patient. Providers providing services at the Health Centers shall exercise their professional judgment when referring patients for healthcare services. Neither LGMG nor the Employer will interfere with the professional judgment of the Providers at the Health Centers in making such referrals. The Employer acknowledges and agrees that LGMG will have no responsibility or liability with respect to services provided by such healthcare providers.

7. Medical Records.

- 7.1 Medical Records Maintenance and Ownership. Medical Records for all Health Center patients will be owned by LGMG or the patient in accordance with Applicable Law. The maintenance, custody, supervision, and security of Medical Records relating to the Eligible Persons receiving services at the Health Center shall be the responsibility LGMG. The Employer shall not interfere with maintenance, custody, supervision, and storage of such Medical Records. Upon termination of this Agreement, all Medical Records will remain the responsibility of LGMG. LGMG shall at all times comply with all Applicable Laws regarding the maintenance, use and/or disclosure of health information and shall cause Physicians to comply with all such Applicable Laws during and after the term hereof.
- 7.2 Confidentiality of Medical Records. Each Party shall hold all information relating to the Medical Records in accordance with Applicable Law, and each Party shall instruct its personnel, contractors and agents to keep confidential any information relating to Eligible Persons accessing services at the Health Centers. Each Party shall train its personnel to comply with all Applicable Laws relating to the confidentiality of such medical records, including, but not limited to, HIPAA.
- 7.3 Transfer of Medical Records. Upon the termination of this Agreement, a Provider employed by or under contract with LGMG that has rendered services to Eligible Persons at a Health Center may continue to provide services to such Eligible Persons and, at the direction of any such Eligible Person, LGMG shall transfer that Eligible Person's Medical Records to the new physician or provider assuming care of the Eligible Person upon receipt of a valid medical record transfer authorization received from the Eligible Person in accordance with Applicable Law.

8. PMPM Fees.

- 8.1 PMPM Fees. For the Term, LGMG agrees to provide the Covered Services described in Exhibit A for the PMPM Fees set forth in Exhibit A. Employer has committed to enroll no less than the following Eligible Persons on a monthly basis in the program for the Term as set forth in Exhibit A. Employer will pay the PMPM Fee to LGMG for at least this minimum number of Eligible Persons.
- 8.2 Provision of Census. No later than the last business day of each calendar month, the Employer will provide LGMG with a Census for the applicable month to be used by LGMG for verifying eligibility of individuals seeking services at the Health Center. Employer will ensure an accurate Census through monthly updates to the online enrollment platform.
- 8.3 Payment of PMPM Fees. No later than the tenth (10th) business day of each calendar month, the Employer will remit to LGMG the fees for the then-current calendar month based on the applicable PMPM Fee and the enrollment for that month.
- 8.4 No Billing of Eligible Persons. The Employer and LGMG acknowledge and agree that Eligible Persons shall not be charged any copayments or other amounts for services, except for the Prescription Medications as set forth, and in accordance with Exhibit A. LGMG and the Employer shall not, and LGMG shall cause Provider to not, bill any Eligible Persons or cause any person or entity to bill an Eligible Person for services provided under this Agreement.

- 8.5 Employer Self-Insured Plan. Employer acknowledges that it is fully aware of the potential tax consequences of providing Covered Services with no charge to an Eligible Person who is not covered by the Employer's Plan, and that it is fully responsible for any claims, demands, causes of action, suits, or causes of action arising therefrom.
9. Relationship of the Parties.
- 9.1 Independent Contractors. The Employer and LGMG are independent contractors to one another, and as such each Party will remain professionally and economically independent of the Party. LGMG and the Employer are not, and shall not be deemed to be, joint venturers, partners, or employees of each other. The Employer will not have any authority to bind LGMG and LGMG has no authority to bind the Employer. The Employer shall not materially interfere with the business operations of LGMG, nor otherwise control or direct the methods by which LGMG and its employees and contractors perform their duties and obligations arising hereunder, except as expressly provided herein.
- 9.2 No Withholding. LGMG acknowledges and agrees that the Employer will not withhold from the payments due to LGMG under this Agreement any sums for income tax, unemployment insurance, social security or any other withholding; and LGMG shall be solely responsible for the payment of same.
10. Confidentiality. The Parties expressly acknowledge that during the Term of this Agreement, each Party and its directors, officers, employees, and agents and such Party's respective affiliates and their respective directors, officers, employees, and agents (collectively, "Representatives"), may have access to trade secrets, proprietary information and confidential information regarding the transactions between the Parties, LGMG's business, the Employer's business and/or the activities of the Parties including, but not limited to, patient volumes, the names and identities of physicians and other healthcare professionals, ideas, know-how, technology, inventions, business plans, strategic plans, marketing plans, policies, processes, and methods of doing business, and other non-public information (the "Confidential Information"). For purposes of this Section 10, Confidential Information shall not include Protected Health Information, which shall be protected in accordance with Applicable Law. The Parties expressly agree that both during the Term and after the expiration or termination of this Agreement, each Party and its Representatives will hold any and all Confidential Information in strict confidence and will protect and preserve the confidential and proprietary nature of all Confidential Information with the same degree of care used by such Party to protect its own information of a like nature, and in all events using no less than reasonable care. Each Party agrees that it will not disclose Confidential Information to any of its Representatives unless such person has a bona fide need to know the information to facilitate the purpose of this Agreement or with respect to the internal operations of the Party, and provided that such person is informed of the Party's confidentiality obligations hereunder and agrees to obligations no less stringent than those contained herein. Each Party will be responsible for any breach of this Agreement by any of its Representatives. Each Party will not disclose Confidential Information to any other third party without the express prior written consent of the other Party. The confidentiality agreement set forth in this Section will not apply to information that a Party demonstrates by contemporaneous written records (i) was publicly available at the time of disclosure by such Party or became publicly available other than as a result of any act or omission on the part of such Party; or (ii) was legally disclosed to such Party by a third party that owes no obligation of confidentiality to the other Party or its affiliates or to LGMG or its affiliates, as applicable, or (iii) is developed by a Party independently without reference to the Confidential Information. In the event a Party is requested or compelled by a court, state agency or other legal mechanism or entity to disclose a copy of this Agreement, any Confidential Information, or the

results of the services performed under this, the Party receiving such request or order shall notify the non-receiving Party promptly upon receiving such request or order so as to allow the non-receiving Party to take such legal steps as the non-receiving Party deems necessary, in its sole discretion, to protect such information. Each Party shall comply with all Applicable Laws concerning confidentiality of all medical records. Each Party understands, acknowledges and agrees that in the event of a breach or threatened breach of the covenants contained in this Section by a Party, the other Party will suffer irreparable injury for which there may be no adequate remedy at law. Accordingly, such other Party shall therefore be entitled to immediate injunctive or equitable relief from the courts without the necessity of posting bond, and any enforcement of such rights shall not limit any other actions or remedies available to such other Party in law or at equity.

11. Termination.

11.1 Material Breach. In the event of a Party's material breach of a term of this Agreement, the non-breaching Party may terminate this Agreement to the extent such breach is not cured within thirty (30) days of receiving written notice from the non-breaching Party detailing the alleged breach and its intention to terminate this Agreement upon the expiration of such cure period.

11.2 Termination upon Legal Prohibitions of Relationship. In the event that any federal, state, or local law or regulation prohibits the relationship of the Parties as presently structured under this Agreement, the Parties will make a good faith effort to alter their relationship and modify this Agreement to the minimum extent necessary to comply with such law or regulation. If, after diligent good faith efforts by the Parties, the Parties are unable to mutually agree upon such modification within thirty (30) days of the commencement of such efforts, or if such modification is not legally possible, then either Party may terminate this Agreement upon written notice to the other Party.

11.3 Effect of Termination or Expiration of Agreement. The Parties will be subject to the terms and conditions set forth in this Section upon the termination or expiration of this Agreement.

11.3.1 Liabilities and Obligations upon Termination or Expiration of Agreement. Upon the effective date of the termination or expiration of this Agreement, LGMG and the Employer shall have no further obligations under this Agreement, except for the obligations set forth in Section 7 (Medical Records), Section 8 (PMPM Fees), Section 9 (Relationship of the Parties), Section 10 (Confidentiality), this Section 11.3 (Effect of Termination), Section 12 (Insurance), Section 13 (Indemnification), Section 14 (General Provisions), and any other provisions that, by their terms, are intended to survive the termination or expiration of this Agreement.

11.3.2 Return of Proprietary Property. During the Term, LGMG shall and the Employer may, at its sole option, prepare marketing or other proprietary information and materials relating to the Health Center, including, without limitation, information and materials useful in the delivery of the services rendered in accordance herewith for the benefit of the Employer. The preparing Party owns all rights to such information and materials, and upon termination or expiration of this Agreement, the non-preparing Party shall immediately discontinue the use of and shall promptly return and/or restore to the preparing Party all originals and copies in the non-preparing Party's possession of all of the preparing Party's property, including all of its information and materials, whether or not covered by copyright, service

mark and trademark rights. Such information and materials may include, without limitation, its logo, systems, forms, form contracts, reports, policy manuals, marketing and public relations materials relating to the preparing Party or the management or operation of the Health Center.

- 11.3.3 Transfer of Data. To the extent that, upon termination or expiration of this Agreement, the Employer requests any data to be transferred from LGMG to the Employer, to a new provider, or to patients, the Employer shall pay the commercially reasonable costs for such data transfer.

12. Insurance. LGMG shall purchase and maintain all insurance required pursuant to and in accordance with this Section 12. All such insurance shall be with insurance companies licensed and authorized to conduct business in the Commonwealth of Pennsylvania and having a minimum rating of “A.M. Best” and a financial strength rating of at least VII or equivalent coverage through a self-insured mechanism.

- 12.1 General Liability Insurance. During the Term, LGMG, each at its sole cost and expense, will procure and maintain general liability insurance in limits of at least One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) annual aggregate, protecting such Party against claims for bodily injury and/or property damage.

- 12.2 Medical Professional Liability Insurance. During the Term, LGMG shall procure and maintain medical professional liability insurance covering the Providers and other employees providing services at the Health Center in the sum of not less than One Million Dollars (\$1,000,000) per incident, Three Million Dollars (\$3,000,000) annual aggregate or, in all cases such other higher amounts as may be required by Applicable Law. If LGMG procures “claims-made” professional liability insurance, upon any termination or expiration of such coverage, LGMG shall purchase one or more extended reporting endorsements (i.e., tail insurance) extending such professional liability insurance coverage indefinitely for claims brought at any time after the date of the termination or expiration of such original policy or coverage for services rendered during the Term.

- 12.3 Workers’ Compensation Insurance. During the Term, LGMG, at its sole cost and expense, will procure and maintain in full force and effect workers’ compensation coverage for its employees under the workers’ compensation laws of the Commonwealth of Pennsylvania, and LGMG’s liability coverage limits shall be no less than One Million Dollars (\$1,000,000) per occurrence, One Million Dollars (\$1,000,000) per employee for bodily injury or caused by disease, and One Million Dollars (\$1,000,000) aggregate.

13. Indemnification.

- 13.1 LGMG will indemnify, defend and hold harmless the Employer, and each of its directors, officers, owners, employees, agents and assigns, from and against any and all third party claims, actions, damages, liabilities, costs and expenses, including, without limitation, reasonable attorneys’ fees and expenses (collectively, “Claims”) directly arising out of or resulting from (a) Claims for personal injury, death or property damage directly caused by negligence or willful misconduct LGMG or its directors, officers, contractors, agents or employees; and (b) any material breach of the terms conditions of this Agreement.

- 13.2 The Employer will indemnify, defend and hold harmless LGMG and each of its affiliates and their directors, officers, and employees from and against (a) Claims for personal injury

or death or property damage arising out of or resulting from the negligence or willful misconduct of the Employer or the Employer's employees; (b) Claims directly resulting from the structure, billing and collection of any and all taxes and fees, including, without limitation, billing and collection of fees from patients coverage under the Employer's Plan; (c) Claims resulting from the imposition of any excise or other taxes in connection with excess contributions to an Eligible Employee's or Eligible Dependent's health savings account; (d) Claims arising from any violation by any party of the provisions of ERISA; or (e) any material breach of the terms conditions of this Agreement; provided, however, that (1) nothing in this Agreement shall be considered as a waiver governmental immunity of the Employer, (2) the Employer does not waive any immunity or defense as a result of the execution of this Agreement and performance of the functions or obligations of the Employer described herein, and (34) nothing herein shall waive or amend any defense the Employer has under the Pennsylvania Political Subdivision Tort Claims Act.

14. General Provisions.

- 14.1 Incorporation. The background section of this Agreement and its Exhibits, all of which are incorporated into the body of this Agreement as if set forth herein in full, constitute a material part of this Agreement.
- 14.2 Subject Headings. The subject headings of the Sections of this Agreement are included for purposes of convenience only, and shall not affect the construction or interpretation of any of the provisions of this Agreement.
- 14.3 Compliance with Law. Each Party agrees to comply with all Applicable Laws, including, without limitation, HIPAA, in the performance of its obligations hereunder and in connection with LGMG's management, use, occupancy and operation of, and services rendered at the Health Center. Nothing in this Agreement shall be construed to require a Party hereto to take any actions or disclose any information in violation of HIPAA or any other Applicable Law. Notwithstanding anything in this Agreement to the contrary, the Employer shall be solely responsible to comply with all the requirements of ERISA that are applicable to the Employer's Plan. Under no circumstances shall LGMG be deemed an administrator or fiduciary of the Employer's Plan.
- 14.4 Parties. Nothing in this Agreement, whether express or implied, is intended to confer any rights or remedies on any person other than the Parties and their respective successors and assigns; nor is anything in this Agreement intended to relieve or discharge the obligation or liability of any third persons to any Party to this Agreement.
- 14.5 Binding Agreement; Assignment; Subcontracting. This Agreement will be binding upon, and will inure to the benefit of, the Parties and their respective successors and assigns. No Party may assign this Agreement without the prior written consent of the other Party, and any actions in contravention of this requirement shall be null and void; provided, however, that notwithstanding the foregoing, LGMG will have the right, with the Employer's prior written consent, to assign this Agreement, or its rights and duties under this Agreement to a company which owns a majority interest in LGMG, to an affiliate, or to a wholly-owned subsidiary corporation or company so long as LGMG enters into an agreement with such company that complies with HIPAA and remains bound by the terms of this Agreement notwithstanding any such assignment. Notwithstanding anything to the contrary contained herein, LGMG may subcontract with any affiliate of LGMG, for the performance of any of its obligations hereunder, provided, however, that LGMG shall remain responsible to

the provision of all Services. Any assignment in contravention of this Section 14.5 shall be null and void.

- 14.6 Entire Agreement; Amendment. This Agreement constitutes the entire agreement between the Parties pertaining to the subject matter contained herein, and this Agreement supersedes all prior and contemporaneous agreements, representations and understandings of the Parties, written, oral or otherwise, which relate to the subject matter of this Agreement. No supplement, amendment or modification of this Agreement will be binding on the Parties unless provided in a writing executed by all of the Parties.
- 14.7 Governing Law. This Agreement shall be governed by the laws of the Commonwealth of Pennsylvania and all disputes arising out of or in connection with this Agreement shall be litigated in the state and federal courts located within the Commonwealth of Pennsylvania.
- 14.8 No Waiver. A Party's waiver of a breach of any provision of this Agreement does not waive any subsequent breach of the same or any other term or terms of this Agreement by the other Party.
- 14.9 Severability. If any of the provisions, or portions thereof, of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, the validity and enforceability of the remaining provisions, or portions thereof, will not be affected and shall be fully enforced.
- 14.10 Notices. All notices or demands under this Agreement must be in writing and must be served personally, by overnight carrier or by registered or certified mail, return receipt requested, addressed to the other Party at its address set forth below or to such other address or addresses as one Party may provide to the other Party pursuant to this Section 14.10.

If to LGMG:

Lancaster General Medical Group
555 N. Duke Street
Lancaster, PA 17602

If to Employer:

Warwick School District
301 West Orange Street
Lititz, PA 17543

With a copy to:

University of Pennsylvania and University of Pennsylvania Health System
Office of General Counsel
2929 Walnut Street
Suite 400 – FMC Tower
Philadelphia, PA 19104
Attention: Senior Counsel, Corporate Services, UPHS

- 14.11 Authorization. Each of the Parties represents and warrants that it has all requisite power and authority, and has taken all corporate action necessary, to consummate the transactions contemplated by this Agreement and to perform its obligations under this Agreement.
- 14.12 Counterparts. This Agreement may be executed in one or more counterparts, each of which will be deemed an original but all of which together will constitute one and the same instrument. Any counterpart signature transmitted by facsimile or by sending a scanned

copy by electronic mail or similar electronic transmission shall be deemed an original signature.

- 14.13 Advertising and Publicity. Except as expressly set forth herein, Employer may not use, publish or make any reference to the name, symbols, trademarks or trade names of the LGMG or its affiliates, or any derivation thereof, in any print, publication, advertising, marketing, internal newsletters, annual reports, or promotional materials, or over any broadcast media, without the prior written consent from LGMG.

IN WITNESS WHEREOF, the Parties have duly executed this Agreement effective as of the Effective Date.

LANCASTER GENERAL MEDICAL GROUP EMPLOYER

By: _____

By: _____

Name: _____

Name: _____

Its: _____

Its: _____

Date: _____

Date: _____

EXHIBIT A

1. **Heath Center Services.** LGMG shall provide the following professional medical and health care services:
 - a. Primary Care Services including:
 - Acute Illness Care
 - Annual Wellness Visits
 - Geriatric Care
 - Point of Care Lab Testing
 - Men's Health
 - Minor Procedures
 - Pediatric Care
 - Preventive Care for All Ages
 - Women's Health
 - b. Preventive Health Services, which may include annual physical, flu shot, and biometric screening.
 - c. Physicals (e.g. pre-employment, sports for dependent children, and annual)
 - d. Administration of Immunizations as follows (not including cost of vaccine):
 - Ages 0 through 6 years
 - Hepatitis B
 - Rotavirus
 - Diphtheria, Tetanus, and Pertussis
 - Haemophilus Influenza type b
 - Pneumococcal
 - Inactivated Poliovirus
 - Influenza
 - Measles, Mumps, Rubella
 - Varicella
 - Hepatitis A
 - Meningococcal
 - Ages 7 through Adult
 - Diphtheria, Tetanus, and Pertussis
 - Human Papillomavirus
 - Meningococcal
 - Influenza
 - Pneumococcal
 - Hepatitis A
 - Hepatitis B
 - Inactivated Poliovirus
 - Measles, Mumps, Rubella
 - Varicella

- e. Lab draws and electrocardiograms performed in office. Membership fee does not include fee from Lancaster General Hospital for processing and testing lab draws, and from the Heart Group for professional reading of the electrocardiograms.
 - f. Care coordination for Eligible Persons with moderate to high health risks
 - g. Clinical navigation services for coordination of expanded off-site care
 - h. Wellness Services as follows:
 - Biometric Screenings
 - Education presentations, challenges, learning stations.
2. **Medication Formulary.** The following pharmaceutical medications “Prescription Medications” shall be made available at the Health Centers. Provided, the medications listed shall be billed to Eligible Persons at market rate:

Table 1 Prescription Medications	Strength	Dosage Form
ALBUTEROL SULFATE HFA	90MCG	INHALER
AMOXICILLIN	500MG	CAPS
AMOXICILLIN	875MG	TABS
AMOXICILLIN CLAUVULANATE	875/125MG	TABS
AZITHROMYCIN DOSE-PAK	250MG	TAB
BENZONATATE	200MG	CAPS
CEPHALEXIN	500MG	CAPS
CIPROFLOXACIN	500MG	TAB
CYCLOBENZAPRINE	10MG	TAB
DICLOFENAC SODIUM	75MG	TAB
DICYCLOMINE	10MG	CAP
DOXYCYCLINE	100MG	TAB
FLUCONAZOLE	150MG	TAB
IBUPROFEN	600MG	TAB
MECLIZINE	25MG	TAB
MELOXICAM	15MG	TAB
METHYLPREDNISOLONE DOSE-PAK	4MG	TAB
METRONIDAZOLE	500MG	TAB
NAPROXEN	500MG	TAB
NITROFURANTOIN	100MG	CAP
OFLOXACIN OPHTHALMIC (5ML)	0.003	OPHTH
ONDANSETRON ODT	4MG	TAB
PANTOPRAZOLE DR	40MG	TAB
PENICILLIN VK	500MG	TAB
PREDNISONE	20MG	TAB
PREDNISONE	10MG	TAB
SULFAMETH/TMP DS	800/160MG	TAB
VALACYCLOVIR	1GM	TAB
VITAMIN D	1.25MG	CAP

Table 2 OTC Medications	Strength	Dosage Form
CULTURELLE	10 BILLION CFU	CAP
FLUTICASONE PROPIONATE	50MCG	NASAL
LORATADINE	10MG	TAB

3. **Health Center Staff**
- a. Physician and/or Midlevel Provider (Physician Assistant or Nurse Practitioner)
 - b. Certified Medical Assistant / LPN / RN

4. **Hours of Operation.**

<u>Sunday</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>
<u>n/a</u>	<u>7:30am-4:30pm</u>	<u>9:00am-6:00pm</u>	<u>7:30am-4:30pm</u>	<u>7:30am-4:30pm</u>	<u>7:30am-2:00pm</u>	<u>n/a</u>

Hours may be adjusted by LGMG based on the needs of the Health Centers. The Health Centers will be closed on all major holidays (New Year's, MLK, Memorial, Juneteenth, Independence, Labor, Thanksgiving, Christmas).

5. **Health Center Locations.**

- i. Penn Medicine HealthWorks – Queen Street 100 N Queen St., Suite 200, Lancaster, PA 17603
- ii. Penn Medicine HealthWorks Rock Medical, 201 Rock Lititz Blvd. Suite 14, Lititz, PA 17543
- iii. Penn Medicine HealthWorks – Messick's; 1475 Strickler Rd., Mount Joy, PA 17552
- iv. Penn Medicine HealthWorks – Willow Lakes; 222 Willow Valley Lakes Dr, Suite 400, Willow Street, PA 17584
- v. Penn Medicine HealthWorks – Lititz; 300 W. Lemon St, Lititz, PA 17543
- vi. Penn Medicine HealthWorks – Manheim; 2028 Town Square, Manheim, PA 17545
- vii. Penn Medicine HealthWorks – Ephrata; 434 Springville Rd. Suite 100, Ephrata, PA 17522
- viii. Any future non-exclusive Penn Medicine HealthWorks Health Center location(s)

6. **PMPM Fees.** Employer shall pay LGMG the following PMPM Fees in exchange for the Covered Services:

PPO Plan (Non-High Deductible Health Plan)	High Deductible Health Plan with HSA
• \$75 per adult. • \$45 per child.	• \$65 per adult • \$40 per child

7. **Schedule of Minimum Number of Eligible Persons by Month:**

Month 1 based on "Commencement Date"

Months 1-6 = 50 Eligible Persons

Months 7-12 = 100 Eligible Persons

Months 13-18 = 150 Eligible Persons

Months 19-24 = 175 Eligible Persons

July 27, 2026

Warwick Area School District
301 W. Orange Street
Lititz, PA 17543
Attn: Jennifer Snyderman

RE: Professional Services: Facility Capital Planning

Dear Mrs. Snyderman

This proposal reflects SiteLogIQ's intent in supporting Warwick School District with a software subscription to mySiteIQ, the facility capital planning application used for long-term capital planning. We were able to demonstrate this software during our discussion earlier this month, and believe it can support your project-planning and budgeting efforts.

Firm History and Overview

SiteLogIQ is a leading independent facility solutions company dedicated to supporting the energy savings, operating efficiency, and sustainability goals of our public school district clients. Our in-house team of experts includes professionals in project management, engineering, estimating, scheduling, building commissioning, energy services and green building consulting, grants and financing, and much more. When you select SiteLogIQ for your building solutions, you benefit from the expertise and experience of our entire team. We aim to create healthy, comfortable indoor environments that promote productivity, increased output, and improved learning experiences.

SiteLogIQ has performed facility condition assessments for over 40 school districts across the state, including Upper Darby School District, North Allegheny, and Allentown Area School Districts. Using our mysiteIQ tool, SiteLogIQ has helped school districts identify and plan for addressing critical facility infrastructure improvements.

Scope of Services

SiteLogIQ will provide the following services:

mySiteIQ – Facility Capital Planning software

MySiteIQ, our facility information system, provides long-term facility maintenance planning. This platform will provide the district with the tools needed to make informed decisions and streamline processes related to facility and equipment conditions, budgeting, and planning.

SiteLogIQ offers the planning and budgeting module (PRIORITIZE) to the Warwick School District. SiteLogIQ will populate capital projects into the software and work with the district to determine prioritization efforts. Additionally, SiteLogIQ will provide estimates for projects. SiteLogIQ will also provide any necessary training to staff to utilize mySiteIQ.

Facility Condition Assessment & Operational Energy Cost Assessment via mySiteIQ

Our professional services include facility evaluation from walk-throughs and documentation review, including estimating services for updates to the facility as dictated by the asset condition assessment. Additionally, we are proposing a comprehensive assessment of current facility conditions analyzing architectural, mechanical, electrical, plumbing/fire protection, building envelope, and interior finishes as well as the building site. The service includes 360° photos of your facilities inserted into digitized floor plans and populating the data into the mySiteIQ module ORGANIZE.

An operational energy cost assessment will include, but not be limited to, utility bill analysis and operational cost assessment. SiteLogIQ will compile an analysis based on physical inspection of the

district facilities major mechanical, electrical, and building envelope systems. This will include interviews with the district's operations and maintenance staff to review equipment performance and operation. SitelogIQ will provide estimates for all costs associated with the installation and implementation of the energy conservation measures (ECMs) identified through the facility assessment and energy audit.

Fee Summary

SitelogIQ is in receipt of state grant funds that allow us to provide a facility condition assessment and one-year of mysitelQ access to Pennsylvania's public-school districts at no cost to the school district.

As part of this proposal the school district does agree to be included in SitelogIQ's Statewide Facility Condition Assessment study and report. This report shall be shared with the key stakeholders, lawmakers and policymakers, as requested by the Senate of Pennsylvania.

SitelogIQ offers the following mySitelQ modules below:

PRIORITIZE: project planning and budgeting module using district-provided facility information.
ORGANIZE: Facility condition assessment populated into digitized floorplans. Includes photographic documentation and a review of existing floorplans and specifications. This service also includes an analysis of the district's utility bills.

Thank you again for considering SitelogIQ for this opportunity. We hope this proposal meets with your expectations and approval. SitelogIQ looks forward to the possibility of working together and demonstrating the value that our team can bring to the Warwick School District. Please contact me with any questions.

Sincerely,

SitelogIQ



Darcy Brenner-Smith
Senior Business Consultant

By my signature below I indicate acceptance of this proposal on behalf of the Warwick School District.

Name & Title

Signature

Date

ATTACHMENT #9 - September 15, 2026

WARWICK SCHOOL DISTRICT

301 WEST ORANGE STREET

LITITZ, PA 17543

CONTRACT for the TRANSPORTATION OF SCHOOL DISTRICT PUPILS

This Agreement, entered into this 26th day of August 2026 by and between: THE BOARD OF SCHOOL DIRECTORS OF THE WARWICK SCHOOL DISTRICT of Lancaster County, Pennsylvania (hereinafter referred to as the “District” or “Board”) and MK4 Transportation Company of 313 West Liberty Street Suite 151 Lancaster, Pa 17603 (hereinafter referred to as the “Contractor”)

WITNESSETH:

1. For the consideration set forth in this agreement and intending to be legally bound hereby, contractor agrees to provide transportation, equipped with video, audio, and GPS capabilities on each vehicle, for district pupils who shall be designated by the district, to and from such points, along and over such routes, and at time set forth in the schedule attached hereto and made a part hereof for the school year 2026-2027.

2. The board shall pay contractor the calculation of:

\$240 or state formula-whichever is greater for vans, each day contractor transports said pupils, in which contractor will invoice the district at the beginning of the month for services provided in the prior month. This per diem shall not be changed except by consent of both parties, and no party shall be obligated to so consent for any reason. Notwithstanding, however, district and contractor specifically acknowledge and agree that the rates set forth in this paragraph 2 will change by the CPI percentage as determined by the Pennsylvania Department of Education Pupil Transportation Cost Index in each subsequent fiscal year. If the CPI percentage is less than 3.0%, the rates in the subsequent fiscal year shall be increased by 3.0%. If the CPI percentage is higher than 4.5%, the rates in the subsequent fiscal year shall be increased by

- 4.5%. Rates may be renegotiated for any subsequent fiscal year of the term of this Agreement (i.e. July 1-June 30). Both district and contractor agree to engage in good faith in any such rate renegotiations, upon the request of the other party, with the intent for this agreement to continue for the duration of the term set forth herein.
3. Transportation upon the terms and conditions herein specified inclusive and in accordance with the attached schedule shall begin: September 1, 2026.
 4. This contract shall terminate on or before June 30, 2031, unless terminated earlier as set out hereinafter in paragraph 28 or by mutual consent of the parties hereto.
 5. Prior to the effective date of this contract, contractor shall supply the Board evidence of liability insurance with respect to the services to be performed under this agreement in an amount not less than one million dollars (\$1,000,000.00) per occurrence. Such insurance shall name the Warwick School District as an additional insured and shall provide that it is not cancelable except upon sixty (60) days prior written notice to the Warwick School District. Contractor's liability insurance shall be primary to any other insurance applicable to the district and the contractor's liability insurance shall be responsible for defending the district. Contractor shall furnish the district with a certificate of insurance upon each renewal and prior to the start of each new school year. This is the responsibility of the contractor and not the duty of the district.
 6. Contractor shall also provide proof of workers' compensation insurance to the district or sign a Hold Harmless clause that states the Warwick School District is not contractor's employer and is not responsible for any salaries, benefits or Workers Compensation coverage.
 7. Risk of loss with respect to any contractor vehicle or property shall be and always remain, with contractor. Contractor shall be responsible for maintaining adequate insurance coverage for any and all casualty and/or loss. Contractor hereby releases Warwick School District from any and all claims, costs, losses, damages and liabilities arising, in any way, under or with respect to contractors vehicles or property in connection with performance of this agreement.

8. Contractor agrees by August 31 of each school year of this agreement and monthly thereafter to furnish such information as may be required by the Board or its designated duties of the driver. Such information shall include, but shall not be limited to a list of all drivers to be employed under the terms of this contract. The list shall contain each driver's name, address, date of birth, operators license number, social security number and employment date. Such list of drivers shall require approval by the board. The board will assume any person not submitted to the contractors list is no longer an employee of contractor. Only those drivers who are disclosed to the board in this manner shall be permitted to operate the contractor's vehicle (s) while occupied by district students.
9. Any driver found guilty of a violation under the PA Vehicle Code (Title 75) with students on the vehicle will be immediately removed as an approved driver for the district. The board reserves the right to determine if a driver is acceptable or unacceptable based on information received from records, tests and/or complaints. Contractor agrees upon notice from the board or its representatives to immediately remove that driver from further duties for the district.
10. Contractor must submit to the district for each prospective employee the following documents: ACT 34-"Pennsylvania State Police Criminal History Check" (out of state residents must provide a FBI check), an ACT 114-Federal Fingerprint Clearance, and ACT 151-Pennsylvania Child Abuse History Clearance on the forms provided by the district prior to transporting any child for the district. All contractors and drivers are subject to board approval.
11. Each person employed by contractor including contractor must report to the district immediately any type of allegations, violations, summary offence or conviction of the PA Crimes Codes, PA Vehicle Code or any Federal or State Statues including local laws and ordinances. Contractors must annually inform drivers of this requirement and provide proof to the district transportation coordinator that it was done.
12. Every driver shall meet all of the regulations of the bureau of Traffic Safety of the Pennsylvania Department of Transportation in regard to application, age, fitness, competence, conduct, licensing, and continuing eligibility. Each driver shall possess a license commensurate to the vehicle they are driving.

13. When determined to be necessary to meet an individual student's needs, at the sole discretion of the district, the district may assign an aide employed by the board to assist students during transport. The physical, emotional and behavioral problems associated with children who may be transported by contractor make it essential that the conduct of drivers in their relationship to student passengers and employees of the board must at all times be subject to the approval review of the board. Accordingly, the board reserves the right at any time to determine unilaterally that the conduct of a driver is unacceptable and when such a determination is made, the contractor shall be bound by that determination, and the driver shall be immediately relieved of any further driving responsibilities for the district. Pending board action, the Superintendent or his/her designated representative is authorized to act for the board in disapproving a driver. Such action shall be effective on the date of such disapproval and shall be binding upon the parties to this agreement unless modified by the board at its next regular meeting.
14. Contractor shall furnish vehicles which conform to the standards for school transportation vehicles approved by the Department of Traffic Safety of the Pennsylvania Department of Transportation, Public Utility Commission and Mass Transit Authorities as applicable. All vehicles shall at all times conform to the provisions of the laws of the Commonwealth and shall be in good mechanical and sanitary conditions. The average age of buses provided by the contractor for use at the district shall be under six (6) years of age. Failure to meet the average age requirement will result in the contractor compensating the district in the amount equal to the lost subsidy revenue that would have been received by the district from the Pennsylvania Department of Education.
15. Contractor agrees to comply with and observe all applicable provisions of the Pennsylvania Vehicle Code and all other regulations for transportation of school pupils in Pennsylvania.
16. Notwithstanding any of the other terms of this agreement, the board has the power to determine the number of days that transportation shall be furnished and the further power to establish, and where necessary, alter the bus schedules mileage and routes. When the same vehicle is serving more than once school, the district shall make a reasonable effort to reconcile the school calendars and schedules of the schools served, but the decision of the board

with respect too the days on which transportation shall be furnished and the schedules and routes for transportation shall be binding upon the contractor. The board and contractor shall make a good faith effort to determine, in advance, the number of days during which transportation will actually be required, but if the board finds it necessary to increase or decrease the number of days, the contractor shall be bound by the boards decision.

17. Van routes and stops shall be determined by the contractor in cooperation with the board and may be modified by the contractor in cooperation with the board as occasion demands. The operator shall not deviate from the designated route except by written consent of the contractor in cooperation with the board for emergencies. (Any emergency shall be reported immediately to the district's transportation coordinator.)
18. An operating time schedule shall be prepared by the contractor in cooperation with the board. This schedule shall designate the time and place of all van stops, both morning and evening, and shall be carried in the bus and at the school. The vans shall fully adhere to the scheduled time from any designated stop with due regard to weather and road conditions. The time schedule may be modified by the contractor in cooperation with the board as occasion demands, but only after due notice has been given to parents and operators.
19. Contractors shall be responsible for instructing van drivers in the correct and lawful method of making van stops, traversing railroad crossing, and all other safe driving practices. Additionally, contractor shall be responsible for instructing van drivers concerning compliance with the vehicle capacity laws. Addition driver training should include soft skills, such as how to communicate with students, appropriate communication with families, and when to notify the school if there is a concern or suggestion of any sort. Additionally, safety training should include van safety, student safety, and overall best practice procedures to keep all students safe when they are being transported. The contractor should include detailed descriptions of their driver training program, including the safety training the drivers participate in. The contractor should document who was given all of the training and when that occurred throughout the life of the contract.
20. The board reserves the right to stipulate the type of fuel to be used by the contractor in providing transportation during the term of this agreement. The

district agrees to pay 100% of fuel cost consumed in vehicles providing pupil transportation for the district.

21. Except to the extent of recovery pursuant to any insurance coverage provided by contractors required by this agreement, contractor agrees to indemnify and save harmless the board from and against the following:

- A. All claims brought against the board and all liabilities incurred by the board for or on account of bodily injury, civil liability, including civil rights liability, and/or property damage in any manner caused by, and incidental to or growing out of any act or omission of contractor or contractor's employees or agents arising out of the maintenance, use of operation of the bus, the provision of services under this agreement, or out of the conduct of contractor's business;
- B. Of any loss or damage to property of the board or of any students in possession of contractor or contractor's agents, servants or employees;
- C. Any and all claims brought against the board and liabilities incurred by the board arising out of contractor's relationship with contractor's employees whether under the industrial accident laws, worker's compensation laws, or any other federal, state or municipal laws, rules, regulations and orders applicable to the relationship between employers and employees;
- D. Any and all claims brought against the board or liabilities incurred by the board on account of contractor's failure or failure of contractor's agents, servants or employees to comply with any laws, rules, regulations or orders applicable to contractor's business;
- E. Contractor agrees to cooperate fully with the district in the conduct of any lawsuits arising from contractor's performance of the contractual obligations imposed by this agreement and to cooperate fully with the district in any investigation or hearing involving any student misconduct. Contractor shall, upon the district's request, attend hearings and trials or send appropriate

employees or agents to attend said hearings and trials, and assist in securing evidence or obtaining the attendance of witnesses;

- F. All drivers supplied by contractor shall be employees of contractors and contractor shall assume all liabilities of an employer with respect to said employees including, by way of example and not limitation, tax liability, withholding responsibility, worker's compensation liability, unemployment compensation liability, and responsibility under any federal, state or local laws pertaining to employers and employees.

- 22. It is understood and agreed to by both parties hereto that contractor, while engaged in carrying out and complying with any of the terms and conditions of this agreement, is for all purposes an independent contractor. Contractor is not and shall not be deemed to be an office, agent or employee of the board, and neither party shall contend that contractor is an office, agent or employee of the board. The board is not responsible for any salaries, benefits or workers' compensation insurance or benefits, due by contractor to contractor's employees.
- 23. Without prior written approval of the board, this agreement shall not be transferred, nor may contractor sub-contract all or part of this agreement. Another vehicle which has been lawfully certified for current use in Pennsylvania and/or another properly certified driver may be substituted in emergencies upon consent of the board or the designated district representative; but only for the duration of the emergency.
- 24. A vehicle classified as a school van or school vehicle shall not be loaded beyond the seating capacity as set forth in minimum standards or as indicated on the "approved school van sticker". All other vehicles used for transporting students under this agreement shall not be loaded beyond the capacity approved for that particular vehicle by the board. All other public conveyances when transporting students, shall provide adequate seating for each student with no standees permitted.
- 25. In the event that any vehicle operated by contractor under this agreement shall be involved in a crash, no matter how slight, the contractor shall make an oral report to the district's transportation coordinator, or if he/she is unavailable, to

the director of secondary education. This shall be done immediately after the happening of the crash, and contractor shall within forty-eight (48) hours of the crash submit a detailed written report.

26. The board may consider any failure to comply with any provision of this agreement to be a material breach, and may, at its option, terminate this agreement immediately therefor. Notwithstanding any other provision of this agreement, board may terminate this agreement at any time, without cause, reason or breach of any kind, so long as board provides contractor one year (365 days) prior written notice of the decision to terminate and the date of termination. The single waiver of any requirement of this agreement shall not constitute a permanent waiver thereof. Time is of the essence with respect to all terms of this contract and with respect to transportation schedules established by contractors in cooperation with the board.

27. This agreement contains all of the terms agreed upon by the parties with respect to the subject matter thereof, and all prior and contemporaneous agreements and understandings are merged herein. There are no agreements, warranties, or representations expressed or implied, except those set forth herein. This agreement, and the documents and papers carried out in accordance with the provisions therein, embrace and include the entire transaction between the parties thereto, and there have been no other agreements or preconditions except those specified in this document. Any changes to this contract shall be made by the express written agreement of the parties hereto.

IN WITNESS WHEREOFF, the parties above named have hereto set their hands and seals the day and year aforesaid, intending to be legally bound hereby.

**THE BOARD OF SCHOOL DIRECTORS
OF WARWICK SCHOOL DISTRICT**

Contractor

President

313 West Liberty Street Suite 151

Secretary

Lancaster, Pa 17603

301 West Orange Street Lititz, Pa 17543

Date

Date

RECOMMENDED FOR BOARD APPROVAL

Superintendent

301 W. Orange Street Lititz, Pa 17543

Date

ATTACHMENT #10 - September 15, 2026

Specialized Education of Pennsylvania, Inc.
With Warwick School District
for
2026-2027 Regular School Year at Capital Academy

This Agreement (“Agreement”) is dated August 24, 2026 (“Effective Date”), between Specialized Education of Pennsylvania, Inc. (“SESI”) that owns and operates Capital Academy, a private academic school in Pennsylvania and Warwick School District (“District”).

WHEREAS, SESI owns and operates Capital Academy that delivers behavioral, social, emotional and special education services to students (the “School”);

WHEREAS, the District desires to refer District eligible students to the School; and

WHEREAS, the parties have agreed to enter into this Agreement for the delivery of the Services (defined below).

WITNESSETH

NOW, THEREFORE, in consideration of the covenants contained herein, the parties agree as follows:

1. Services. The District may from time to time refer students to be enrolled in the School (hereinafter referred to as a “Student” or “Students”). SESI agrees to establish and maintain, in accordance with Exhibit A, one or more of an early intervention behavior modification program, a program for special education classifications including autism spectrum disability, or a program for special education classifications including emotional disabilities and especially students with multiple disabilities (collectively the “Services”), for Students enrolled in the School. The Services shall include providing all personnel, materials and supplies necessary to provide the Services set forth in Exhibit A in accordance with the terms hereof.
2. Applicable Laws. SESI will deliver the Services in accordance with all applicable federal, state, and local statutes, ordinances, resolutions and regulations, including, without limitation, the federal law commonly known as the Individuals with Disabilities Education Act, and regulations promulgated thereunder (“IDEA”) (collectively, “Laws”).
3. Access. Upon reasonable prior notice to SESI, the District will be granted access to the School to observe and evaluate the Students and provision of the Services. If and to the extent that this Agreement requires SESI to perform any portion of the Services on District premises, the District grants SESI access to District designated facilities, but only to the extent necessary to provide the Services in accordance with this Agreement.
4. Teaching Staff. SESI is responsible for recruiting, training, assigning and supervising teachers in the School who will maintain state required licenses and background checks.
5. No Conflict of Interest. SESI certifies that it has and will not acquire an interest or obligation that conflicts with any provision of this Agreement, or that would preclude SESI from complying with the provisions herein.

6. Guaranteed and Additional Fees. In consideration of the Services to be provided by SESI, the District will pay SESI the Total Guaranteed Fee and any additional fees set forth on Exhibit A.
7. Term and Termination. The term of this Agreement will begin on August 24, 2026 and end on June 4, 2027 (“Term”), unless extended in writing by the parties. If this Agreement is extended, the parties agree that the Tuition and Fees will be increased by 5% unless otherwise negotiated and revised in writing. Either party, upon thirty (30) days written notification to the other party, may terminate this Agreement. Upon termination, SESI will charge Tuition and Fees up to and including the Termination Date.
8. Distance Learning. When due to government or District mandated actions (directly or through its board of education) preventing SESI from conducting in-person classes, SESI may deliver, in consultation with the District, the Services, in whole or in part, via distance learning to the extent practicable, using programs, systems, teaching techniques, diagnostic tests, evaluation, academic courses and materials adapted for distance learning at the level of service reasonably practical under the same circumstances, at the fees, rates and payment schedules as set forth in this Agreement.
9. General Supervision of Services. The District or its designated representatives shall have the right to general supervision of the Services, the right to approve such Services and the right to make changes to the Services in accordance with the terms of a Student’s IEP. SESI will maintain records of the Services provided to the Students, invoices issued to the District and payments made to SESI during the term of this Agreement. Such records shall be consistent with any guidance or standards developed by the Department of Education. SESI shall allow the District or the Pennsylvania Department of Education to conduct announced and unannounced site visits and to review all documents relating to the provision of Services to the Students during hours that are least disruptive to the daily operation of the School.
10. Invoicing and Payment. SESI will invoice the District monthly by the 15th day of the following month in which Services were provided. All invoices are due and payable within thirty (30) days of receipt. Any disputed invoice amounts must be raised to SESI within 30 days of receipt of invoice, otherwise, such invoice amounts are deemed to be accepted.
11. Student Identification and Assignment.
 - a. Upon a student referral by the District, the District will provide SESI with i) a referral packet for SESI evaluation that includes student data, student record, the academic status or chronic disruptive behavior prompting the referral, and when applicable (ii) the IEP, an established Functional Behavioral Assessment (“FBA”) & Behavior Intervention Plan (“BIP”). SESI will evaluate each District-referred student and determine whether the Program can meet the needs of the student, including current IEP, FBA and BIP, when applicable. After such an evaluation, SESI has final discretion to determine if a student is accepted into the Program and may decline acceptance, regardless of advance payment by District, by providing written notification to the District of its reason(s) for decline. Upon acceptance by SESI of a student into the Program, such student’s placement must be initiated by written notice from the District and SESI will agree on a commencement date for each student. If after enrollment, SESI determines a Student’s placement is no longer in

the best interest of the Student or Student behaviors are a threat to Student, SESI staff or other students in the Program, SESI will notify District in writing and the parties will convene a meeting within thirty (30) days of SESI notification to discuss student transition and alternate placement.

- b. The District agrees that each Student enrollment at Capital Academy shall be reviewed at each semester break and may be extended, as mutually determined by the District and/or the Student's parents and SESI to be in the best interest of the Student.

12. Parent, Guardian or Kinship Caregivers Consent. The District shall assist SESI in obtaining the written consent of Student's parents, guardians, or kinship caregivers for the Student enrollment and participation in the School; release of Student records including the Student's prior rate of attendance, grade level when referred to the Program, number of times retained, academic performance record on all tests administered by the District, and the number of classes passed/credits earned; emergency medical care, drug testing, Student participation in media releases; and any other matter for which consent is required.

13. Student Records.

- a. The District hereby acknowledges that SESI and its employees are considered "other school officials" with a legitimate educational interest such that they are entitled to access to education records under the Family Educational Rights and Privacy Act, ("FERPA"), 20 U.S.C. §1232g.
- b. The District will provide SESI with: attendance, academic and disciplinary records; IEPs (if applicable); previous or current standardized or other test scores and any other pertinent Student information via a secure electronic transmission.
- c. The District shall accept attendance and academic data using electronic file transfer from SESI in a format specified by and acceptable to the District. SESI shall report attendance on a timetable required by the District.
- d. For the academic year following the Student's transition back to the District, the District shall provide SESI the Student's academic, behavioral and attendance records.
- e. To the extent SESI obtains Student records and information, and to the extent that SESI is involved in the survey, analysis, or evaluation of Students incidental to this Agreement, SESI agrees to comply with all requirements of the FERPA and the Protection of Pupil Rights Amendment (PPRA).
- f. To the extent required by law, SESI agrees to comply with the subcontractor business associate provisions of the Health Insurance Portability and Accountability Act of 1996 privacy rule as amended by the Health Information Technology for Economic and Clinical Health Act.

14. Health Records. The District will maintain all Student health and immunization records as well as proof of physical examination for those Students enrolled at the School and such records must be secured prior to Student enrollment.

15. Transportation. The District shall provide, at its expense, bus transportation for eligible Students consistent with the District's transportation guidelines and policies.

16. Compliance with Applicable Laws. SESI represents it complies with applicable laws and regulations governing the Services including student privacy laws including the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99). The School is non-public and maintains licenses and certifications as required by Pennsylvania law. SESI employees have the requisite skill, expertise and knowledge necessary to perform the Services required under the terms of this Agreement.
17. Background checks. SESI employees who are assigned to perform the Services meet the hiring requirements for school-based employees as required by Pennsylvania laws governing private school-based employees.
18. Student Progress Reports. SESI shall make available to the District or its representatives those progress and evaluative reports upon request or as required by a Student's IEP.
19. Student Records Access. Subject to such consents from the Student or the Student's parents or legal guardians as may be required, (i) the School agrees to make reasonably available to the District during the School's normal business hours, and to send to the District promptly following the District's reasonable request, copies of reports concerning the Student's programs and process prepared by the School, as follows: Functional Behavioral Assessment (FBA), Behavior Intervention Plan (BIP), Progress Reports, graphs concerning achievement of IEP goals, and assessments prepared pursuant to any consent for reevaluation provided with respect to the Student; (ii) the School shall also provide to the District copies of any psychological and/or psychiatric, medical or educational evaluations which are conducted by the School, or which are provided to the School by third parties, promptly after they are available to the School.
20. Force Majeure. Neither party will be liable to the other party hereunder or in default under this Agreement for failures of performance resulting from acts or events beyond the reasonable control of such party, including, by way of example and not limitation, acts of God, disease outbreak or widespread illness, electronic computer virus, civil disturbances, war, and strike.
21. Indemnification and Limitation of Liability. To the extent permitted under law,
 - a. District agrees to indemnify SESI and its officers, directors and employees ("SESI Indemnitees") against and from Claims (defined below) asserted by third parties for direct costs, expenses (including reasonable attorney's fees), damages, injury or loss ("SESI Losses") to which SESI may be subjected by reason of gross negligence or willful misconduct of District, its officers, directors or employees; provided however, SESI Indemnitees may not seek indemnification from District for any SESI Losses caused, in whole or in part, by the acts or omissions of SESI, its officers, directors and employees.
 - b. SESI agrees to indemnify District and its officers, directors and employees ("District Indemnitees") against and from Claims (defined below) asserted by third parties for direct costs, expenses (including reasonable attorney's fees), damages, injury or loss ("District Losses") to which District may be subjected by reason of gross negligence or willful misconduct of SESI, its officers, directors or employees; provided however, District Indemnitees may not seek indemnification

from SESI for any District Losses caused, in whole or in part, by the acts or omissions of the District, its officers, directors and employees.

- c. **Claims.** If a claim for indemnification (a “Claim”) is to be made by a party entitled to indemnification hereunder against the indemnifying party, the party claiming such indemnification shall give written notice (a “Claim Notice”) to the indemnifying party as soon as practicable after the party entitled to indemnification becomes aware of any fact, condition or event which may give rise to damages for which indemnification may be sought under this Section. Such Claim Notice shall specify the nature and amount of the Claim asserted, if actually known to the party entitled to indemnification hereunder. Subject to the limitations of this Section, the failure of any indemnified party to give timely notice hereunder shall not affect rights to indemnification hereunder, except to the extent that the indemnifying party demonstrates actual damage caused by such failure.
 - d. Notwithstanding any other provision, the total liability of SESI for all claims under this Agreement is limited to the total amount of fees paid to SESI under this Agreement. Neither SESI nor the District shall in any event be liable for any indirect, consequential, or punitive damages, even if SESI or District have been advised of the possibility of such damages.
22. **Disputes and Investigations.** In the event that any action, suit, proceeding or investigation relating to this Agreement is commenced, the parties hereto agree to immediately notify each other in writing of the pending action, suit, proceeding or investigation, and to cooperate to the extent possible to defend against and respond thereto and make available to each other such personnel, witnesses, books, records, documents or other information within its control that are reasonably necessary or appropriate for such defense. In the event any dispute arises out of this Agreement, the parties will seek to resolve the dispute as expeditiously as possible. Except as may be set forth herein, the interests of the referred Student shall be of the foremost concern in resolving such disputes.
23. **Assignment.** No assignment of this Agreement or of any duty or obligation or performance or payment hereunder, shall be made by either party, in whole or in part, without the prior written consent of the other party, which consent shall not be unreasonably withheld, except that SESI may assign this Agreement or any duty or obligation or performance or payment hereunder to a subsidiary or affiliate of SESI or any entity acquiring all or substantially all of the stock, equity or assets of SESI.
24. **Notice.** Any notice required to be given under this Agreement shall be in writing and shall be duly served when it is (i) hand delivered to the addresses set out below, (ii) deposited, duly registered or certified, return receipt requested, in a United States Post Office, or (iii) via overnight delivery, to the party at the following addresses:

For the District	For SESI
Warwick School District 301 West Orange Street, Lititz, Pennsylvania 17543, United States Attention: Megan Demianovich	Specialized Education of Pennsylvania, Inc. PO Box 444 Elmsford NY 10523 Attention: Dawn Thomas

	With a copy to SESI General Counsel at the address above.
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Any party may designate a different address by giving the other party thirty (30) days prior written notice in the manner provided above.

25. Governing Law. This Agreement shall be construed, interpreted, and governed by the laws of Delaware.
26. Academic Assessment. SESI will provide the Student normal and standardized “pre-post” academic assessment each year.
27. Notice of Incidents involving Students. SESI will promptly notify the District of any significant incidents (i.e., restraints) or changes regarding the Student’s progress, behavior, or social/emotional issues. SESI will provide the District with a copy of the student handbook and restraint policy.
28. Independent Contractor. The relationship between the District and SESI shall be that of principal to independent contractor, and the employees of one shall not be deemed employees of the other for any purpose whatsoever. Each party shall maintain during the term of this Agreement such disability and worker’s compensation insurance for its respective employees and staff as is required by law. Each party shall indemnify and hold harmless the other against any claim or demand made by employees or staff of the indemnifying party against the other based on rights or privileges applicable to employees of the other. Each party shall be solely responsible for the hiring, training, and termination of its own employees and contractors.
29. Entire Agreement. This Agreement includes all exhibits, schedules, attachments attached hereto as well as duly executed Student Enrollment Form(s) incorporated herein by reference. This Agreement constitutes the entire agreement between the parties and supersedes all prior and contemporaneous oral and written agreements and statements, all of which have been fully integrated herein. This Agreement also supersedes any course of conduct, performance or dealing between the parties. No amendment or modification changing this Agreement’s scope or terms shall have any force or effect unless executed and delivered in writing and signed by all parties.

[SIGNATURES ON NEXT PAGE]

IN WITNESS WHEREOF, the parties have caused this AGREEMENT to be duly executed as of the Effective Date above.

Warwick School District

Name:

Title:

Date:

Specialized Education of Pennsylvania, Inc.

Dawn Thomas

Dawn Thomas (Sep 9, 2026 14:09:55 CDT)

-

Name: Dawn Thomas

Title: Division President

Date: Sep 9, 2026

Exhibit A
Capital Academy Fee Schedule

Rates are in US Dollars

Total Guaranteed Fee: \$40,500.00

SERVICE	Daily Fee	Number of Students	Number of Days

Guaranteed Special Ed. Seat	\$225.00	1	180
Additional Special Ed. Seat	\$252.00	See below	See below

- a. Guaranteed Seat Tuition. The District agrees to pay SESI the guaranteed fees set forth above regardless of whether the District refers or enrolls any Students during the Term. Students may not be added to the Guaranteed Seat count after January 15. Students added after January 15 will be subject to the Additional Seat and Additional 1:1 rates noted above.
- b. Additional Student Tuition. When the total student enrollment in the prior month exceeds the number of guaranteed seats set forth above, the Additional Special Ed Seat Fee, as set forth above will be charged for each day such overage occurs.
- c. Billing. The Guaranteed Seat fees will be invoiced in equal monthly installments, from the first month of service until the end of the Term. Invoices will also reflect Additional Seat fees, if any. SESI PA shall submit an invoice to the District, by the twentieth day of each calendar month following each month of service, for the Fees, if any, to be paid by the District for Services rendered during the previous month. Such invoices shall be due and payable by the District within fifteen (15) days after receipt. Any invoice disputes must be submitted to SESI within 30 days of invoice receipt, otherwise invoice amounts are deemed accepted by the District.