Regular Action Meeting

Wednesday, September 23, 2026 7:30 PM
Board Room, 3000 Donallen Dr, Bensalem, PA 19020

1.	**Call to Order and Roll Call**	**Speaker(s):** Board President
2.	**Pledge of Allegiance**	**Speaker(s):** Board President
3.	**Announcement to the Audience**	**Speaker(s):** Board President
4.	**Student Performance**	**Speaker(s):** Board President
5.	**Certificates of Recognition**	**Speaker(s):** Superintendent
6.	**Superintendent's Highlights and Report**	**Speaker(s):** Superintendent
7.	**Public Comment #1**	**Speaker(s):** Board President
8.	**Approval of Agenda**	**Speaker(s):** Board President
9.	**Solicitor's Report**	**Speaker(s):** Solicitor
9.A.	Executive Session Announcements	**Speaker(s):** Solicitor
10.	**Reports**	**Speaker(s):** Board President
10.A.	Student School Board Report	
10.B.	Standing Committee Reports	**Speaker(s):** Board President
10.C.	Liaison Committee Reports	**Speaker(s):** Board President
11.	**Appointment of District Superintendent**	**Speaker(s):** Board President
12.	**Superintendent Employment Contract**	**Speaker(s):** Board President
13.	**Consent Agenda**	**Speaker(s):** Board President
13.A.	Secretary's Minutes	**Speaker(s):** Board President
13.A.1.	Continued Regular Action Meeting from the June 29, 2026 Regular Action Meeting - August 4, 2026	**Speaker(s):** Board President
13.A.2.	Business, Facilities & Technology Committee Meeting - August 4, 2026	**Speaker(s):** Board President
13.A.3.	Instructional Affairs Committee Meeting - August 17, 2026	**Speaker(s):** Board President
13.A.4.	Policy Committee Meeting - August 18, 2026	**Speaker(s):** Board President
13.A.5.	Personnel Committee Meeting - August 19, 2026	**Speaker(s):** Board President
13.A.6.	Regular Action Meeting - August 26, 2026	**Speaker(s):** Board President
13.B.	Treasurer's Reports	**Speaker(s):** Board President
13.C.	Policy 221 Dress and Grooming	**Speaker(s):** Board President
13.D.	Holy Family University Educational	**Speaker(s):** Board

	Partnership Agreement	President
13.E.	Disbursements, Payments and Obligations	**Speaker(s):** Board President
13.F.	Budget Transfers	**Speaker(s):** Board President
13.G.	Senior Tax Rebates	**Speaker(s):** Board President
13.H.	Security Camera Expansion	**Speaker(s):** Board President
13.I.	Minuteman Security & Life Safety Quotes	**Speaker(s):** Board President
13.J.	Mercury Systems Fire Alarm Services	**Speaker(s):** Board President
13.K.	DWD Mechanical Contractors Quote	**Speaker(s):** Board President
13.L.	Facility Rental Request - Snyder Car Wash	**Speaker(s):** Board President
13.M.	Belmont Hills Elementary School Steamer	**Speaker(s):** Board President
13.N.	Food Services Vendors 2026-2027	**Speaker(s):** Board President
13.O.	CDW Government LLC Quote - Adobe Sign	**Speaker(s):** Board President
13.P.	New Hires	**Speaker(s):** Board President
13.Q.	Classification Changes	**Speaker(s):** Board President
13.R.	Requests for Leave of Absence	**Speaker(s):** Board President
13.S.	Retirements/Resignations/Terminations	**Speaker(s):** Board President
13.T.	Co-Curricular Contracts	**Speaker(s):** Board President
13.U.	Job Descriptions	**Speaker(s):** Board President
14. **School Board Policy**		**Speaker(s):** Board President
14.A.	SECOND READ: Policy 124 Alternative Instruction	**Speaker(s):** Board President
14.B.	SECOND READ: Policy 313 Evaluation of Employees	**Speaker(s):** Board President
14.C.	SECOND READ: Policy 314.1 HIV Infection	**Speaker(s):** Board President
14.D.	SECOND READ: Policy 610 Purchases Subject to Bid/Quotation	**Speaker(s):** Board President
14.E.	FIRST READ: Policy 103 Discrimination/Harassment Affecting Students	**Speaker(s):** Board President
14.F.	FIRST READ: Policy 122 Extra Curricular Activities	**Speaker(s):** Board President
14.G.	FIRST READ: Policy 709.1 Video Surveillance	**Speaker(s):** Board President
15. **Instructional Affairs**		**Speaker(s):** Board President
15.A.	INFORMATION ITEM: Field Trip Report	**Speaker(s):** Board President
16. **Business Affairs**		

16.A. Homestead/Farmstead District Agreement - 2026-2027	**Speaker(s):** Board President
16.B. INFORMATION ITEM: Fundraising Report - September 2026	**Speaker(s):** Board President
17. **Personnel**	
17.A. MOU - Employee B	**Speaker(s):** Board President
17.B. Drivers' Collective Bargaining Agreement	**Speaker(s):** Board President
17.C. Drivers' Memorandum of Agreement	**Speaker(s):** Board President
17.D. Employment Extension Agreement	**Speaker(s):** Board President
17.E. Act 93 Agreement Tier XI Adjustment	**Speaker(s):** Board President
17.F. Appointment of School Board Treasurer	**Speaker(s):** Board President
18. **Public Comment #2**	**Speaker(s):** Board President
19. **Upcoming Board Meetings**	**Speaker(s):** Board President
20. **Adjournment**	**Speaker(s):** Board President

Bensalem Township School District
PRESS RELEASE

For immediate release
September 23, 2026

Contact:

Susan S Phy
School/Community Relations
215-750-2800, Ext. 4101
sphy@bensalemsd.org

"BHS Junior Completes Eagle Scout Project"

Bensalem, PA • Congratulations to Bensalem High School (BHS) junior, Gregory Winters on completing his Eagle Scout project. His formal Eagle Scout Board of Review took place on September 21.

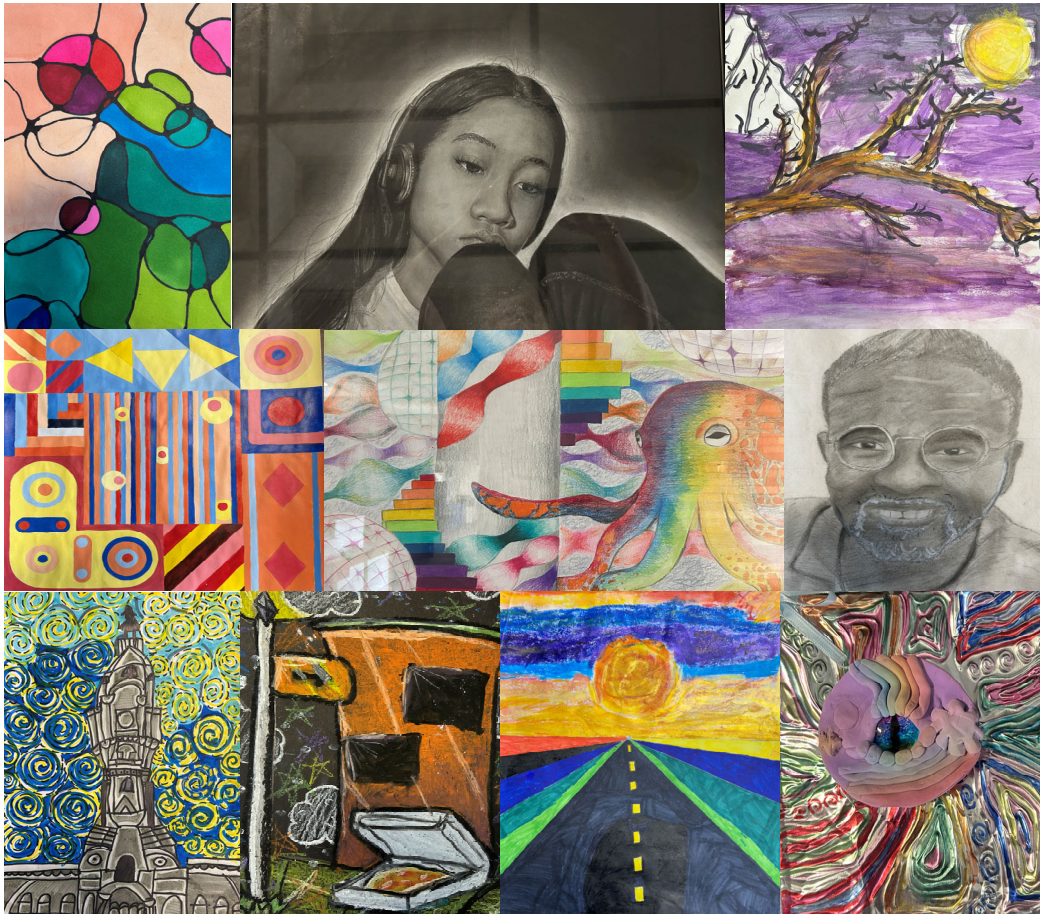
To earn the rank of Eagle Scout, Scouts must complete a rigorous set of requirements, including earning a minimum of 21 merit badges, serving in a leadership position within their troop for at least six months as a Life Scout, planning and leading a significant community service project that benefits an organization outside of Scouting, and successfully completing an Eagle Scout Board of Review. All requirements must be completed before the Scout turns 18.

For his Eagle Scout project, Greg chose to give back to two Bensalem elementary schools.

"I built gaga pits at Samuel K. Faust and Benjamin Rush Elementary Schools. When I was in elementary school, I played gaga and thought it was a great game to play during recess. To build the pits, I raised approximately $2200 to fund the cost of materials and supplies. The pits were constructed by a group of volunteers from Scouts and others in the community the weekend of May 30 and 31, 2026. I hope the kids have been using the new gaga pits at recess and enjoying them, said Winters."

Greg is a distinguished honor roll student and a dedicated member of the Bensalem High School Fightin' Robotic Owls. He is also a member of National Honor Society and Book Club. Out of school, he enjoys Scouting, camping, and gaming with his friends.

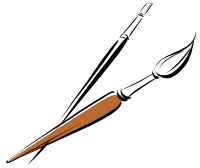
Congratulations, Greg, on this outstanding achievement and on demonstrating leadership, initiative, and a commitment to serving others. We are proud of your achievements and look forward to seeing all that you accomplish in the future.



Bensalem Township
School District

Board Room Artwork Recognition

Wednesday, September 23, 2026
7:15 to 7:45 p.m.



Produced by:

Bensalem Township School District

SSP

Special Thanks to the BTSD 2025-2026 Art Staff

Erica Beyer

Dean Bollendorf

Dell Kauffman

Aimee Krause

Jason Raver

Wendy Birch

Karen Conklin

Tiffany Kitner

Carly Najera

Deana Rivera



The following artist's work will be on display in the Dorothy D. Call Administrative Center Board Room for the 2026-2027 School Year. We thank these talented students and their art teachers for their contributions.

◆

The Artists

Belmont Hills Elementary School	*Sarra Grigorenko*
Cornwells Elementary School	*Hadley St. Pierre*
Samuel K. Faust Elementary School	*Tatum Pandaleno*
Benjamin Rush Elementary School	*Ainazik Maksatova*
Valley Elementary School	*Bryce Paoletti*
Robert K. Shafer Middle School	*Oksana Grigorenko*
Cecelia Snyder Middle School	*Grace Conley*
Bensalem High School	*Liz Barros*
Bensalem High School	*Lailah Phanthavong*
Bensalem High School	*Julianna Weng*

District Highlights for September

September 23, 2026

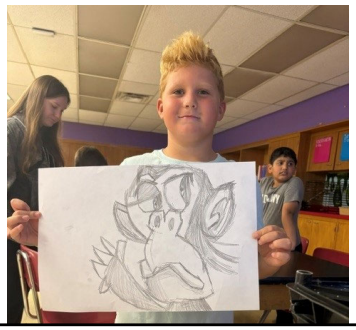
BTSD Celebrates Arts in Education Week











September 13-18 was National Arts in Education Week! We celebrate the creativity, collaboration, and self-expression our students experience each day through visual arts education. Thank you to our talented art educators for creating a learning environment where students and the arts can truly thrive!

Technology Innovation Lab







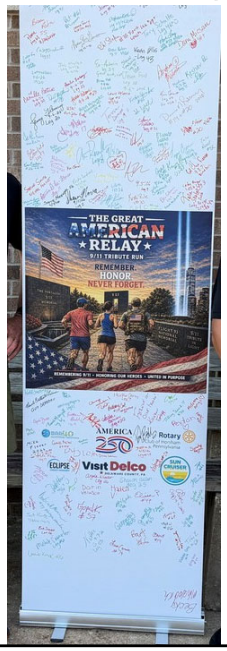


Recently, 1st graders explored 2D and 3D shapes in the Technology Innovation Lab! Students rotated through hands-on learning centers using Cardboard Tools, ROK Blocks, and Magnetic Tiles to build, create, and discover different shapes. The experience reinforced grade-level mathematics concepts while connecting to Pennsylvania's STEELS Standards through designing, problem-solving, creating, and the purposeful use of tools and materials. It was great to see creativity, collaboration, and learning in action as students explored and built together!

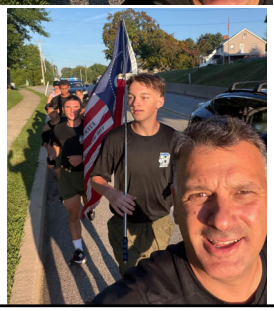
BHS Marine Corps JROTC – Relay Across America











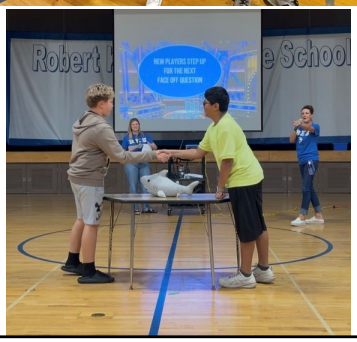
Bensalem JROTC got up bright and early on Wednesday, September 9 to run their three-mile leg of Relay Across America! The baton began its journey several days ago at the Flight 93 crash site, traveled to the Pentagon, and then made its way north where it finished at the World Trade Center Memorial on Friday, September 11. It was an awesome experience for our young cadets and one they will always remember. Our MCJROTC was proud to play a small part in honoring the lives lost and the heroes of 9/11!

Shafer Sharks PBIS Assembly









To kick off Shafer's PBIS (Positive Behavioral Interventions and Supports) program this year, students gathered for a school-wide interactive assembly. The assembly was held to introduce how students can earn a "Sharkie" for positive behavior. Students then tested their knowledge of the RKS (Robert K. Shafer) values of responsibility and kindness through a lively game of Family Feud!

Snyder Owls SOAR









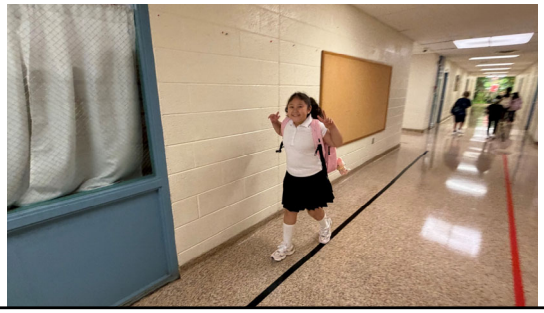
On September 11, the School Wide Positive Behavior Support Team at Snyder Middle School hosted an assembly to reinforce school-wide expectations for 7th and 8th graders. Throughout the school day, students earn SOAR cards for demonstrating positive behavior that reflects our SOAR values: safe, on-task, accountable, and respectful. At the assembly, students who had already collected SOAR cards were randomly chosen to take part in elimination games led by Mr. Linehan and Mr. O'Donnell. The games included both students and staff, and a fun time was had by all.

Belmont Bulldogs are Responsible, Safe and Kind









The Belmont Bulldogs started the year off with their best paws forward! Families, students, and staff were so excited to begin the 2026–2027 school year. Over the past three weeks, the Bulldogs have been very busy learning and practicing the routines and expectations for being Responsible, Respectful, Safe, and Kind. They have also practiced important safety drills, including a bus evacuation drill, a fire drill, and an emergency weather drill. We wish the Bulldogs and their families a wonderful and successful school year!

Cornwells Sixth Grade Celebrates Day 6








Cornwells sixth graders had a blast celebrating their 6th day of 6th grade! Students worked together to complete a variety of fun activities and challenges that encouraged teamwork, communication, and cooperation. Along the way, they learned that being part of sixth grade means working together, supporting one another, and growing as a Cornwells family. It was a fun-filled day full of teamwork, laughter, and making memories!

Faust Sixth Grade Geography







Sixth grade students at Faust Elementary put their geography skills to the test by playing Roll a Map. Students rolled dice to determine locations and then identified and labeled the continents and oceans on their maps. This engaging activity helped reinforce world geography concepts while making learning interactive and fun.

Rush Back to School Picnic









Rush Elementary kicked off the school year with its annual Back-to-School Picnic, bringing students, families, and staff together for an evening of fun and community. Laughter filled the playground as kids played and reconnected with friends, while parents enjoyed the chance to mingle and meet new faces. The highlight of the day? A special visit from their beloved Road Runner mascot, who made sure everyone started the year with big smiles!

Struble Hosted Its First PBIS Passport Day







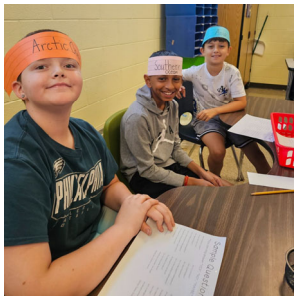






The entire learning community took a trip all around Struble to learn what it means to be Safe, Kind, Respectful, and Responsible in each area of the school. Students visited different "stops" throughout the building and earned stamps in their PBIS passport as they practiced and learned the expectations for each space. It was a fun and engaging way to kick off their PBIS journey and help students understand that positive behavior matters everywhere they go. Thank you Belmont Hills for the inspiration, and a huge shoutout to the PBIS team at Struble for putting this event together.

Valley Students Build Geography Skills











Valley sixth grade students are building their geography skills through a variety of hands-on and collaborative activities focused on identifying the continents and oceans. Students are using classroom maps and globes, completing a roll-the-dice mapping game and crossword puzzle, playing a “Headbands” style guessing game, and working together to assemble continent puzzle pieces. These engaging activities give students multiple ways to practice geography vocabulary, strengthen map skills, and learn through teamwork and problem-solving.

2026 - 2027 Student School Board Report

Daphne Gao
Jay Kamdar
Anna Marks

September

Bhs Update:
Good Evening. As we begin the new school year there's many exciting events and updates from Bensalem High School.

To start off the senior class recently celebrated their Senior Sunrise, as well as painted senior parking spots. We had over 50 seniors painted spots this past week.

On September 2nd we hosted a back to school night which was extremely successful. It gave parents and new students the chance to meet teachers, explore the building, and connect with club and sport advisors.

We've also had several college representatives come to BHS recently, giving students the opportunity to learn more about different colleges and ask questions directly to admissions representatives. With recent visits including Massachusetts Institute of Technology (MIT), University of Scranton, Boston University, Monmouth University and we will be having visits from West Chester University and Alvernia University

We also recently recognized September 11th, including a presentation from Colonel Mills, he spoke to students about his experiences and shared his story giving students an opportunity to learn and reflect on the significance of the day.

We're are currently celebrating Hispanic Heritag**e Month.** The **Multicultural Club** helped kick off the celebration with a Jersey Day

A few important updates:

Interim Progress Reports will be released soon (10/5).

BHS All-Class Reunion — September 26th at 1675 at The Ridges

College Fair — October 16th

Athletics

Good evening - my name is Anna and I'm really excited to be in this role and get to work with you all.

Boys XC - Xavier Skinner

- 1st at Mill Street Run

Tomorrow morning, Senior Princi Shah and Junit

Fall Sports is at midway point…

Girls Volleyball

Girls field hockey

Student section is getting lively - 5 seniors lead the student section as captains

Activities

Mock Trial tryouts start September 29th. The team is looking forward to building on last year's success of getting 3rd in the state.

Minithon is working toward a goal of raising thirteen thousand dollars for pediatric cancer research.

The Parliament newspaper is moving to a new permanent website, giving students an easier way to follow school news.

JROTC took part in the Run Across America to honor those who passed on September 11th.

The Owl Ambassadors welcomed new students this year with a scavenger hunt on the first day of school.

The Environmental Club is working to beautify approved areas around the school this year, giving the BHS a more beautiful look.

Board Committee Attendees: Mrs. Winters (Chair), Dr. King (Board President), and Mrs. Nicholas

Other Board Members Present: Ms. Fingles, Ms. Pascucci, Ms. Hart, Mr. Allen, and Ms. Ferrandez

Administration: Dr. Velazquez (Interim Superintendent), Dr. Minnigh (Acting Asst. to the Superintendent T & L/IT) and Dr. Cohen (Asst. to the Superintendent Special Svcs.)

September 8, 2026 at 6:00 PM - Instructional Affairs Committee Meeting

1**. Call to Order and Roll Call at 6:04 PM**
Speaker(s): Committee Chairperson

2. Announcements to the Audience
Speaker(s): Committee Chairperson
Description: Instructional Affairs Committee meetings are videotaped and available on the District's website.

3. Public Comment #1
Speaker(s): Committee Chairperson
Description:

Bensalem community members wishing to speak must register in person at the Dorothy D. Call Administrative Center by completing a public comment card. To speak during Public Comment #1, cards must be submitted to the Committee Chairperson prior to the start of the meeting. Cards for Public Comment #2 may be submitted any time during the meeting. When recognized, speakers should approach the microphone, state their name for the record, and will have three minutes to speak.

Public Comment #1 is limited to items listed on the agenda.
Public Comment #2 is reserved for general District-related matters.

- Community members: Michelle Woodling, Marie Reinert, Rose Jacobs
    - Spoke on the topic of Gifted students and Algebra 1 placement in middle school.
        - Dr. Cohen to review each Gifted student's schedule to ensure appropriate placement and to send an email to all
    - Ms. Jacobs also requested to create a Gifted Parent Advisory Council (GPAC)

4. <u>Instructional Affairs</u>
4.A. Holy Family University Educational Partnership Agreement
Speaker(s): Brian Cohen
Attachments: (1)
- 2026-2027 HFU and Bensalem HS MOU
- **Moved to Board Action**

5. <u>Discussion Items</u>
5.A. Grades 9-12 Grading Framework
Speaker(s): Donna Minnigh
Description: Tabled from the August IA Committee meeting.
Attachments: (1)

- 9-12 Grading Framework revised August 2026
- **Tabled: Asked the BHS team for additional data to make a determination in October**

5.B. Chromebook Fee Letter
Speaker(s): Committee Chairperson
- Discussion item

5.C. G&T Curriculum
Speaker(s): Committee Chairperson
- **See public Comment #1**

5.D. Common Assessments
Speaker(s): Committee Chairperson
- Discussion item

5.E. High School Finals
Speaker(s): Committee Chairperson

- **See 5A - Tabled until October IA**

5.F. Field Trip Permissions and Procedures
Speaker(s): Committee Chairperson

- **Tabled to October IA**

5.G. Co-curricular Discretionary Units
Speaker(s): Committee Chairperson
- Discussion item

6. Public Comment #2
Speaker(s): Committee Chairperson
Description:

Bensalem community members wishing to speak must register in person at the Dorothy D. Call Administrative Center by completing a public comment card. To speak during Public Comment #1, cards must be submitted to the Committee Chairperson prior to the start of the meeting. Cards for Public Comment #2 may be submitted any time during the meeting. When recognized, speakers should approach the microphone, state their name for the record, and will have three minutes to speak.

Public Comment #2 is reserved for general District-related matters.

- No Public Comment

7. Adjournment at 8:12 PM
Speaker(s): Committee Chairperson

Business, Facilities & Technology Committee Meeting Minutes

September 9, 2026

Attendance

Board Members Present: Leeann Hart, Rodger Allen, Kate Pascucci, Deborah King (via telephone)

Administrators Present: John Steffy, Victoria Velazquez, Donna Minnigh, Mike Dumin, Will Roller, Kevin Curry

Meeting Called to Order: 6:01 p.m.

9F – LERTA Designation

Representatives from Bensalem Township and a prospective manufacturing company presented a proposed LERTA associated with a KOIZ-designated property containing a vacant 300,000-plus square foot facility. The presenters explained that the building had remained vacant after a previous potential tenant elected to remain in Philadelphia following the receipt of economic incentives. Township officials described the proposal as an opportunity to return the facility to productive use, expand the local tax base over time, and strengthen economic development within the community. Discussion focused on the company's plans to invest more than $50 million in facility improvements, create approximately 300 new jobs, and establish a long-term operational presence in Bensalem. The company representative indicated that total investment could ultimately exceed $150 million and emphasized the intent to create manufacturing positions with competitive wages. Committee members reviewed the proposed incentive structure, including the LERTA designation and related PILOT agreement, and discussed tax assessment considerations, traffic impacts, and the approval process involving Township Council, the School District, and County Commissioners. Members expressed support for the project's potential economic benefits and agreed to move the item to the October Action Agenda.

BYOD Discussion / Chromebook Fee Update

The Information Technology Department provided a comprehensive presentation regarding questions raised about implementing a Bring Your Own Device (BYOD) program and the district's Chromebook fee structure. Administration outlined numerous concerns associated with allowing personal devices on the district network, including the need for significant network infrastructure upgrades, expanded wireless access capacity, increased internet bandwidth, and enhanced cybersecurity protections. IT staff estimated that infrastructure costs alone could exceed $200,000 and noted that additional costs would likely be incurred to support expanded network monitoring and management. Additional discussion focused on cybersecurity risks posed by unmanaged devices, including malware and ransomware exposure, reduced web-filtering capabilities, and limitations in protecting student data. Administration further explained that a BYOD environment would create challenges with

state testing requirements, device compatibility, classroom management tools, equitable access for students, and technical support responsibilities. The committee also reviewed implementation details for the Chromebook fee, including a proposed $40 annual fee per student, an $80 family cap, reduced fees for qualifying families, accidental damage coverage, replacement schedules, and hardship accommodations. Administration explained that fee revenue would be dedicated to technology-related expenses, including repairs, maintenance, and long-term replacement of the district Chromebook fleet. Committee members thanked the IT Department for the detailed analysis and transparency regarding both the financial and operational implications of a BYOD program. The item was presented for informational purposes only.

4A – Bond and Capital Reserve Detail and Encumbrance Report

Administration reviewed the Bond and Capital Reserve Detail and Encumbrance Report with the committee. Members reviewed current balances, encumbrances, and the status of capital expenditures associated with ongoing district projects. Administration noted that the report continues to track expenditures against approved projects and funding sources. No questions or concerns were raised by committee members.

4B & 4C – Security Camera Expansion and Door Lock/Door Swipe Projects

Administration reviewed Building Stronger Communities Grant-funded security projects, including additional security camera installations and door access improvements throughout the district. Due to staffing transitions and approaching grant deadlines, purchase orders were issued to ensure project completion and prevent the loss of significant grant funding. Competitive pricing allowed the district to expand the scope of security improvements while remaining within available funds. Vendors confirmed they could meet the October completion deadline. The committee recommended approval and placement on the Consent Agenda.

4D – Mercury Systems Fire Alarm Services

Administration presented a proposal for annual fire alarm inspections and related services for the 2026-2027 school year. Mercury Systems, the low bidder under the district's previous contract, agreed to maintain pricing for an additional year. Committee discussion included district plans to seek new competitive proposals for future years and a review of varying fire alarm, sprinkler, and fire protection requirements among district buildings due to differences in construction dates, renovations, and code requirements. The committee recommended approval of a one-year agreement. Will seek quotes for upcoming years.

5A – DWD Mechanical Contractors Quote

Administration reviewed the next phase of repairs associated with recurring flooding in the high school choir room. Investigative work identified a damaged stormwater drain pipe beneath the floor. The proposed project will include excavation, replacement of the damaged pipe section, and restoration of the area. Administration also discussed long-term

engineering recommendations to redirect stormwater and reduce pressure on the existing drainage system during heavy rainfall events. Multiple proposals were obtained and reviewed. The committee recommended approval and advancement to board action.

5B – Facility Rental Request Snyder Car Wash

Administration presented a facility rental request for the annual Snyder Car Wash event. The committee discussed the request and determined it met district facility use requirements. The item was recommended for board action.

6A – Belmont Hills Steamer

Administration reported that a food service steamer at Belmont Hills had exceeded its useful life and had been deemed nonrepairable by multiple service providers. Several competitive quotes were obtained. The committee reviewed the recommendation to purchase a replacement unit from the lowest responsible bidder and agreed the replacement was necessary to maintain kitchen operations. The item was recommended for approval.

6B – Food Services Vendors 2026-2027

Administration reviewed annual food service purchasing recommendations resulting from participation in regional purchasing cooperatives. Through consortium bidding with numerous school districts, the district receives more competitive pricing and increased purchasing power. The committee reviewed the vendor awards and recommended approval.

7A – CDW Government LLC Quote for Adobe Sign

Administration reviewed renewal of Adobe Sign services, which are primarily used by the Special Education Department and Business Office for electronic signatures and document approvals. The district is exploring a transition to an internal electronic signature solution through existing software platforms that could reduce annual costs. Until implementation and testing of the alternative system are completed, renewal of Adobe Sign was recommended. The committee supported approval of the renewal.

Transportation

Administration provided an update regarding transportation challenges experienced at the start of the school year. Staff continue working to address routing, communications, and operational concerns. Committee members discussed notification procedures for bus changes and emphasized the importance of clear communication with families. A more detailed transportation report is anticipated at a future meeting.

9A – Capital Projects

Administration reviewed the monthly Capital Projects Report and discussed the status of summer construction projects. Several projects are expected to be closed out in upcoming reports as final costs are reconciled. Minor adjustments were noted, including corrective work required after damage to newly completed driveway improvements. The committee received the report without further action.

9C – Custodial Supply Savings

Administration highlighted efforts to reduce custodial supply costs through vendor negotiations and pricing reviews. Current projections indicate approximately 7% savings within the custodial supply budget. Examples included significant reductions in hand soap costs and other frequently purchased items. The committee appreciated the proactive effort to identify operational savings.

9D – ICAP

Administration provided an update regarding upcoming ICAP events, one of the district's largest facility rental programs. Preparations are underway to support event operations, facility readiness, and custodial services. The update was informational in nature.

9E – Cornwells Playground

Administration reported successful completion of the Cornwells playground project despite weather-related challenges during construction. Staff received positive feedback on the completed facility, and photographs of the project were shared with the committee. The committee congratulated the team on the successful completion of the project.

9G – Photography RFP

Administration reviewed the ongoing photography services Request for Proposals process. Feedback from schools and administrators prompted the district to seek new vendor options and more competitive pricing. Proposal responses are being evaluated, and a recommendation is expected at an upcoming meeting.

Adjournment

Meeting adjourned at 6:56 p.m.

Meeting Adjourned: 6:56 p.m.

School Board Policy Committee Meeting
Tuesday, September 15, 2026 5:30 PM Eastern

Board Room
3000 Donallen Dr
Bensalem, PA 19020

Rodger Allen:	Absent
Rachel Fingles:	Present
Stephanie Gonzalez Ferrandez:	Absent
Leann Hart:	Absent
Deborah King:	Absent
Rebecca Mirra:	Absent
Heather Nicholas:	Present
Kate Pascucci:	Absent
Karen Winters:	Absent

Present: 2, Absent: 7.

1. Call to Order and Roll Call
The meeting was called to order by Committee Chair Rachel Fingles at 5:32 p.m. with two Board Directors in attendance.

2. Announcements to the Audience

3. Public Comment #1
No public comment.

4. Policies

4.A. Policy 122 Extra Curricular Activities
Move item to First Read.

4.B. Policy 220 Student Expression/Dissemination of Materials

4.C. Policy 707 Use of School Facilities

- The Committee discussed lengthening the timeline for facility rentals. Policy states a rental must be completed within 9 months of the event. Discussion about extending to 1 year.
- Changes will affect the facility rental form.
- Policy tabled until the October Policy Committee meeting.

4.D. Policy 709.1 Video Surveillance
Item moved to First Read.

4.E. Resolution: Environment Free of Intimidation, Violence and Hate

- Committee accepted the changes to Policy 103. Policy moved to First Read.
- Discussion about revising the Handbook.

5. Discussion Items

5.A. New Policy - Advertising Inside District Vehicles
Item moved to Business Affairs Committee.

6. Public Comment #2
No public comment.

7. Adjournment
The meeting adjourned at 6:33 p.m.

Personnel Committee Meeting (Wednesday, September 16, 2026)

1. Meeting Opening

Procedural: 1.01 Call to Order and Roll Call

The meeting was called to order by Committee Chair Kate Pascucci at 6:03 p.m.

School Board Directors attendance:

Heather Nicholas, Karen A Winters, Kate Pascucci, Dr. Deborah King, Roger Allen, Rebecca Mirra

School Board Directors via phone:

Rachel M Fingles. Leann Hart

Administration in attendance:

Dr. Shawn Mark, Acting Director of Human Resources; John Steffy, Director of Business Operations

Procedural: 1.02 Announcements to the Audience

2. Public Comment

Procedural: 2.01 Public Comment

No public comment.

Public Announcements:

No Public Announcements

Adjournment of Public Content:

Procedural: 4.01 Motion to Adjourn

The public portion of the meeting adjourned at 6:07 p.m.

Executive Session Discussion Items:

4.D. Act 93 Agreement Tier XI Adjustment

- Explanation of salary calculation.

4.C. Employment Extension Agreement

- Discussion regarding employee ability to continue to work following retirement.
- Working with legal to work out contractual issue.

John Steffy: Released, as no further agenda items needed his input.

3.A. New Hires

- No questions regarding new hires.

3.B. Classification Changes

- No questions regarding classification changes.

3.C. Requests for Leave of Absence

- No questions regarding leave of absence.

3.D. Resignations/Retirements/Terminations

- No questions regarding resignations/retirements/terminations.

3.E. Co-Curricular Contracts

- No questions regarding co-curricular contracts.

3.F. Job Descriptions

- Discussion
- Agenda item moved to the Regular Action Meeting.

3.G. MOU – Employee B

- No questions regarding MOU – employee B

Information/Discussion Items:

4.A. Additional PCA Positions

- Discussion regarding the need to add additional PCA positions.
- Discussion about how to keep the board informed of these added positions.

4.B. Driver Agreement

- Discussion regarding MOU for 1 year.

Hiring for Vacated Positions

- Discussion regarding two open positions, Special Ed Supervisor and Math & Science Supervisor.
- Committee gave approval to move forward with interviews.

Adjournment of Executive Session:

The executive session portion of the meeting adjourned at 6:58 p.m.

For the record, notes from this meeting were provided by Sheron Drennen, Human Resources Generalist.

Bucks County
Intermediate Unit

705 N. Shady Retreat Rd.
Doylestown, PA 18901
Tel: 215-348-2940
www.BucksIU.org

SUMMARY OF
BUCKS COUNTY INTERMEDIATE UNIT
BOARD OF SCHOOL DIRECTORS MEETING
TUESDAY, SEPTEMBER 15, 2026

The following action items were approved at the meeting last evening:

- August 2026 Treasurer's Report
- August 2026 Bills for Payment Report
- Budget Approval
- Budget Revision
- September 2026 Contracts and Purchases
- Ratliff Transportation Inc (RTI) Homestead/Farmstead Application Mailing Service
- Special Education Services Agreement with Hatboro-Horsham School District
- Standard Service Agreement with Council Rock School District
- EZPC Disposal of Surplus Technology Equipment and Supplies
- Agreement with Montgomery County Intermediate Unit for CSO Program Cabinet Coordinator
- Agreement with Montgomery County Intermediate Unit for CSO Program Regional Cabinet Coordinator
- Agreement with United Way of Bucks County for PreK Counts Teacher Evaluations
- Mojo Active Website Maintenance Retainer and Uptime Monitoring Agreement
- Private Provider Agreement with Child Development Specialties
- AccuWeather Enterprise Solutions, LLC for Seasonal Weather Forecasting Addendum
- ePlus Technology Inc - System Admin Engineer Consultant Services for Technology Services
- Training Agreement with Crisis Prevention Institute, Inc. (CPI)
- Contractor Service Agreement with CSO Advisors and Co-Advisors
- Master Services Agreement with Deaf-Hearing Communication Centre, Inc.
- Change Orders related to the Middle Bucks Early Learning Center Project
- Presenter Agreement with WestEd to Provide Introduction to Reading Apprenticeship Workshop
- Presenter Agreement with WestEd to Provide Reading Apprenticeship Essentials I
- Election of 2027 PSBA Officers and Insurance Trustees and Authorize the Board Secretary to Register the Results

- Preschool Early Intervention Provider and Service Memorandums of Understanding with Berks County Intermediate Unit and Signatory Authority for the Program Director of Preschool Early Intervention
- Preschool Early Intervention Provider and Service Memorandums of Understanding with Montgomery County Intermediate Unit and Signatory Authority for the Program Director of Preschool Early Intervention
- Affiliation Agreement with Towson University
- Acceptance of Donation to the Bucks County Foundation from Amazon in the amount of $197,800 to be used to support the Bucks IU Fab Lab programs
- Head Start/Early Head Start Policy Council Items
- Personnel Items

The next regularly scheduled meeting of the Board of Directors is on **Tuesday, October 20, 2026**. The meeting will be held at **Bucks IU Administration Building, 705 N. Shady Retreat Road, Doylestown, PA 18901** and begins at 7:00 P.M.

Bucks County Intermediate Unit



Bucks IU Everyday Impact

A summary of the latest news and events from the Bucks IU

September 2026



Student Stories

ESY Arts and Crafts at Fallsington Elementary

On the final day of ESY at Fallsington Elementary, students celebrated a successful summer with colorful arts and crafts alongside Bucks IU speech-language pathologists supporting the program. From practicing communication to creating something all their own, it was a fun way to wrap up five weeks of ESY.



Career Readiness Challenge at Samuel Everitt

Students at Bucks IU at Samuel Everitt put their skills to work with a hands-on challenge: building a tall freestanding tower using spaghetti and cereal. Along the way, they practiced the same competencies that matter beyond the classroom, including teamwork, communication, critical thinking, and leadership.

Activities like this give students the chance to solve problems together, test ideas, adjust when something doesn't work, and build skills they can carry into future workplaces and everyday life.

School is Back in Session

School is back in session! Backpacks on and ready for the school year ahead. Learners across Bucks IU are beginning a new school year filled with opportunity.

On Monday, August 31, students arrived for their first day of school at the new Middle Bucks Early Learning Center. Students were greeted warmly by staff before beginning a first day of learning in the completely new learning space.

From greetings at the door to time together in the classroom, the day marked the beginning of a building feeling like a school community.



Reporting for Duty!

At the new Middle Bucks Early Learning Center, trying on a police officer's hat or stepping into the role of a mail carrier is more than fun. Pretend play helps young children build creativity, communication, problem-solving, flexible thinking, and social-emotional skills.

The roles may be make believe, but the skills being developed are very real.







Adult Programs and Services



Volunteering at Habitat for Humanity

Each week, Bucks IU Adult Services participants volunteer at Habitat for Humanity ReStore, helping sort donated items, stock shelves, and keep the store organized and ready for shoppers.

It's hands-on experience that builds workplace skills, independence, and confidence while contributing to an organization that serves the community.

We're proud of the work our participants do each week and grateful to Habitat for Humanity of Bucks County for providing an opportunity to learn, flourish, and contribute.



Reaching New Heights with RJ

RJ of the Bucks IU SEQUEL Program has been taking on the challenge of rock climbing.

From finding the right handhold to figuring out the best route to the top, RJ is showing determination, focus, and a willingness to push himself outside his comfort zone.

We love seeing our SEQUEL participants discover new interests, build confidence, challenge themselves, and have fun along the way. Way to climb, RJ!



Musikfest in Bethlehem

Even one of the biggest live music festivals on the East Coast isn't a full-fledged party until the Bucks IU SEQUEL Squad shows up! SEQUEL participants went to Musikfest in Bethlehem, PA, to experience this Lehigh Valley tradition. From checking out live music and trying all kinds of delicious festival food to soaking up the sights, sounds, and culture, it was a day filled with community, connection, and FUN!

Because with SEQUEL, it's not just about going somewhere—it's about being part of the community and experiencing everything it has to offer!

From Garden to Table

The Bucks IU SEQUEL participants in Lower Bucks are putting their green thumbs to work! Our gardeners recently harvested their garden at the Falls Township Community Garden, and WOW—what a harvest!

We grew so many delicious tomatoes, along with a spectacular display of gorgeous sunflowers that made the garden shine.

Gardening is more than just growing vegetables. It's an opportunity to build independence, practice teamwork, connect with the community, and enjoy the rewards of hard work. We're proud of everything our SEQUEL participants have grown—both in the garden and in themselves!



One Last Game at The Game Is Afoot!

The Bucks IU SEQUEL participants had an absolute blast at The Game Is Afoot! Arcade in Warrington for one final gaming session before they closed their doors. From classic arcade games to newer favorites, our crew made sure to enjoy every last minute!

What better way to say goodbye than by showing up on their very last day of operations and playing one more round? Thank you to The Game Is Afoot! for all the fun, memories, and good times.



Welcome Back Project SEARCH

August 31 marked the start of another exciting year for Project SEARCH. We are thrilled to welcome our new interns and returning team as we kick off a new year of learning, growth, and employment success. Here's to a fantastic year ahead!





Supporting Schools & Districts

Back-To-School Emergency Preparedness Tips

A new school year is a good time to make sure your child knows the basics that can make a big difference in an emergency:

- Their address
- Your full name and phone number
- How to reach a trusted adult
- When and how to call 911

A few quick conversations can help students head back to school feeling prepared and confident.

Find more back-to-school safety tips from the American Red Cross.



Bucks IU Facilitated Student Programs and Events

Each year, thousands of Bucks County students find opportunities to read, create, design, invent, lead, collaborate, and compete through student experiences facilitated by the Programs & Services Division at the Bucks IU.

There's Reading Olympics, bringing together 3,000+ readers; the STEM Design Challenge, with more than 500 young problem-solvers; and opportunities spanning the PA Invention Convention, Media and Design Competition, Bucks County Student Forum, student artwork exhibitions, Art on the Move, and more.

From elementary school through high school, these experiences give students across Bucks County more ways to explore their interests, share their talents, take on new challenges, and connect with peers beyond their own schools.

Professional Learning



Related Services Induction

During Related Services induction, new professionals came together to connect with their colleagues, learn more about the supports and resources available to them, and prepare to serve students across Bucks County.

From speech and language to occupational and physical therapy, hearing, vision, and other specialized supports, our Related Services professionals bring expertise that helps students access learning and make meaningful progress.

We're excited to welcome the newest members of this multidisciplinary team and see the impact they'll make throughout the year!



Early Childhood Teacher and Therapist Induction

A warm welcome to the newest teachers and therapists joining the Bucks IU Early Childhood Program! During induction, new team members learned more about the IU and the Early Childhood Program while beginning to build the relationships that will support them throughout their work with children and families. We're excited to have you on the team!



Bucks IU Opening Day

Bucks IU staff came together for Opening Day 2026, beginning the new school year as one coordinated team. Through music, connection, and keynote remarks from Brian Buffington, the day highlighted how each person's expertise contributes to the meaningful support Bucks IU provides for students across Bucks County.

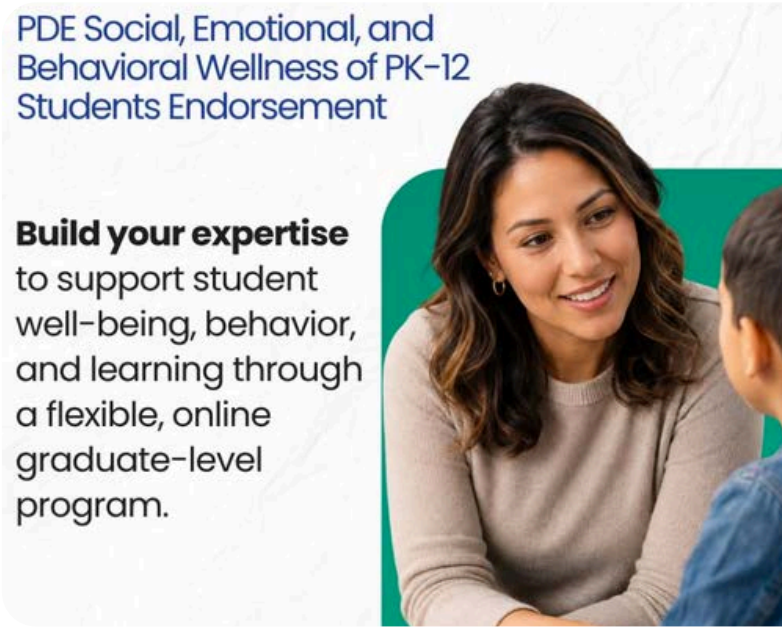
Now our teams are heading back to school across dozens of school buildings and 13 school districts, ready to make every moment count. We're ready for you, 2026-2027!

SEL Endorsement

Build the knowledge and practical strategies to better support students' social, emotional and behavioral wellness.

The Bucks IU's flexible, online endorsement program is designed for PK-12 educators, administrators, school counselors and social workers. Complete all four courses to earn the PDE Social, Emotional and Behavioral Wellness of PK-12 Students Endorsement. Courses do not need to be taken sequentially.

Learn more and register on EventHub.



Strengthening Communication Access for Students Who Are Deaf or Hard of Hearing

When students can fully access communication, they can participate more confidently, advocate for what they need, and engage more deeply in learning.

Recent professional learning brought together Bucks IU Educational Interpreters, Deaf Education Teachers, Captionists, and Educational Audiologists to explore assistive technology and research-based practices for supporting students who are Deaf or hard of hearing.

Staff experienced a challenge that required them to communicate without voice, sign language, or gestures, prompting deeper conversations about communication barriers and access. They also learned alongside Neil McDevitt, executive director of the Deaf-Hearing Communication Centre, about helping students strengthen their independence and self-advocacy in school.





Showcasing Staff

Technology Team Conference Room Upgrades

The Bucks IU Technology Team has been busy behind the scenes refreshing conference room technology throughout the 705 Administration Building. Now live, the updated spaces give staff and guests more flexible, reliable ways to connect and collaborate.



Payroll Team Recognition

There's a lot that goes into making sure every paycheck is right and on time.

Behind the scenes, the Bucks IU Payroll Team manages countless details with accuracy, consistency, and care, supporting our staff and keeping an essential part of our organization running smoothly.

This week, we're giving a well-earned shout-out to the team behind the paycheck. Thank you for the work you do for Bucks IU employees all year long!



Facilities Team Prepares Buildings for School

Shiny floors are just one of the hallmark signs of the work that happens behind the scenes to get ready for a new school year.

Thank you to our Facilities team for preparing Bucks IU buildings and making sure every space is ready to welcome students and staff for the new year.

Staff Back-to-school Sunglasses Video

The shades are on. The smiles are ready.

Bucks IU team members are getting ready to welcome a new school year and everything 2026-2027 has in store.

We're ready for another year of learning and making a difference for students and families across Bucks County.



Bucks IU at Samuel Everitt Welcome Back Video

Opening Week is a wrap, and Bucks IU staff are ready for another great year.

After a week of staff professional learning, reconnecting, and getting ready together, there's just one thing missing: our students.

We're looking forward to welcoming them back across Bucks IU programs and locations next week. See you soon!



Bucks IU at Samuel Everitt First Day of School

The students weren't the only ones excited for the first day of school!

Our Bucks IU at Samuel Everitt staff brought smiles and school spirit for students on their first day of school. We're so happy to have our Everitt Wolves back together!



Middle Bucks ELC Staff Prepare for First Day at New Building

Before the school year began, staff at the brand new Middle Bucks Early Learning Center came together for the first time to prepare their new building for children. They got acquainted, unpacked boxes, set up classrooms, and worked as a team to create welcoming learning spaces.

Their hard work helped make the center's first day with children on August 31 a special one.









Community Partnerships

Head Start Visit with Congressman Brian Fitzpatrick and Assistant Secretary Adams

What makes Head Start so powerful is the support surrounding each child and their entire family.

During a visit to the Bucks IU Lower Southampton Early Learning Center, Congressman Brian Fitzpatrick and Dr. Alex Adams, Assistant Secretary for Children and Families at the U.S. Department of Health and Human Services, chatted with children, joined them for lunch, and read "Monsters Don't Eat Broccoli."

They also heard directly from families and staff during a roundtable conversation. One parent shared how one of the benefits of Head Start through Bucks IU is the integration of speech services through the program. A teacher, herself a former Head Start student and parent, spoke about how Head Start helped her understand her own son's developmental milestones and connect her family with resources. The group also discussed workforce needs to sustain the full range of services Head Start provides.

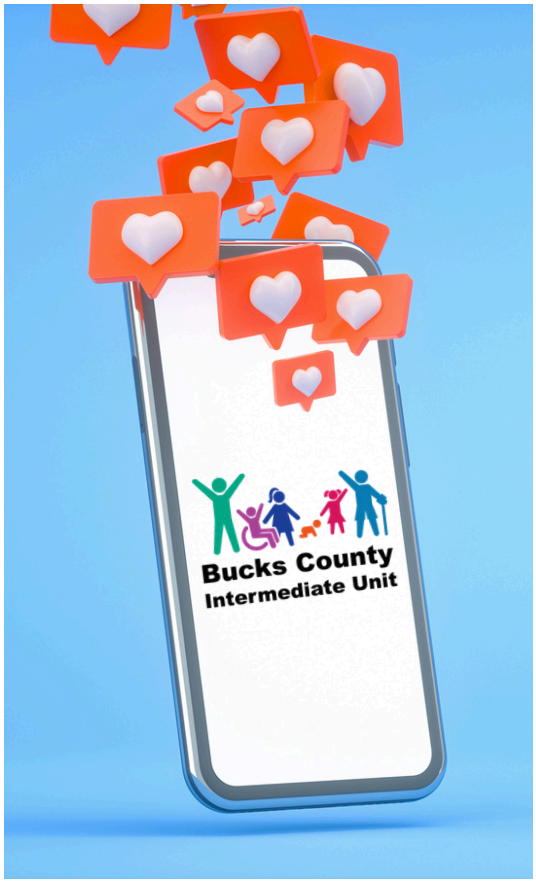
Their stories showed what Head Start does so well: support children, strengthen families, and make an impact across generations.



Make an Impact with Bucks IU

The Bucks IU recruitment team works to hire personnel year-round, and you can help! By sharing our social media posts, job listings, or Monday Moments, you can spread the word and help your friends and families find their next position.

Visit BucksIU.org/Careers



Be In-the-Know About Bucks IU

Follow, celebrate, and share all the amazing Bucks IU students, programs, services, staff, and events by following us on social media!

Follow us on socials linktr.ee/bucksiu22

BHSSA MEETING MINUTES
9/14/2026

ATTENDANCE: John Mullin, Kristen SMith, Raya Soberal, Krista Townsend, Danielle Menichella, Colleen Bell, Karen Sibley, Gary Kubik, Raju Easterling, Rachel Fingles, Michelle Marks, MaryEllen Malloy, Jennifer Ryan, Geoff Per and Ryan Molz

IN SEASON SPORTS

- Cross Country - Both Boys and Girls are currently 0-1 (4 girl runners and 16 boys), numbers are a bit lower than usual.
    - XAVIER SKINNER
        - 2nd Place at Neshaminy Invite
        - 1st Place against Council Rock North
        - 1st Place at Mill Street Run

- Cheerleading - Alumni Game is being held on 9/25. The girls will be heading to CB East for competition on November 14, 2026
- Golf - Senior Night is September 25, 2026 at Bensalem Country Club
- Field Hockey - Current record is 2-1-1, Senior Night is being held on 10/5/2026 and Teacher Appreciation Game is 10/9/2026
- Girls Tennis - Senior Night is 10/1/2026
- Girls Soccer - Mental Health Awareness Game is 9/28/2026, Pink Out Game is 10/8/2026 and Senior Night is 10/21/2026
- Football - not in attendance
- Boys Soccer - not in attendance
- Girls Volleyball - not in attendance

OFF SEASON SPORTS

- Winter and Spring Workouts are under way for most sports. If your child is interested please reach out to the coach for the off season schedule or contact Carol Baisden in the athletic office cbaisden@bensalemsd.org
- More information on Arbiter is coming for those Fall athletes that will need to renew the medical clearances for a Winter and/or Spring sport. Should you have any additional questions in regards to Arbiter please contact our Athletic Trainer Ryan Molz rmolz@bensalemsd.org

MARK YOUR CALENDARS
OUR TWO FUNDRAISING EVENTS FOR 2027 ARE SCHEDULED

- March 6, 2027 - BHSSA Designer Bag BINGO at the Maltese Room
- June 12, 2027 - BHSSA Golf Outing at the Bensalem Country Club

NEXT MEETING OCTOBER 19, 2026
@ 6:30 pm in the Internet Cafe

BENSALEM TOWNSHIP SCHOOL DISTRICT
CONTRACT FOR EMPLOYMENT OF DISTRICT SUPERINTENDENT

THIS CONTRACT is made and entered this 23 day of September, 2026, by and between the Board of School Directors of the Bensalem Township School District with offices located at 3000 Donallen Drive, Bensalem, Pennsylvania (hereinafter referred to as "District" or "Board" or "Board of School Directors") and Victoria Velazquez (hereinafter referred to as "District Superintendent" or "Dr. Velazquez").

WHEREAS, the Board of School Directors of the District, at a regularly scheduled meeting, duly and properly called on the 23rd day of September, 2026 did officially appoint her to the office of District Superintendent, for a term beginning October 1, 2026, in accordance with the provisions of Sections 508, 1071, 1073 and 1073.1 of the Commonwealth of Pennsylvania's Public School Code of 1949, as amended (hereinafter referred to as "Public School Code"); and

WHEREAS, the parties have agreed upon certain terms and conditions of employment and desire to reduce said terms and conditions to writing.

NOW, THEREFORE, the District and Dr. Velazquez, intending to be legally bound hereby, and in consideration of the mutual covenants contained herein, agree as follows:

I. Term.

A. The Board, in consideration of the promises herein contained, has employed Dr. Velazquez and Dr. Velazquez hereby accepts said employment as District Superintendent of the Bensalem Township School District for a term commencing on October 1, 2026 and ending on June 30, 2031 ("Term").

B. This Contract shall terminate immediately upon the expiration of the aforesaid Term unless the Contract is sooner modified or terminated in accordance with this Contract or allowed to renew automatically in accordance with Section 1073(b) of the Public School Code or this Contract.

II. Professional Qualifications.

The District Superintendent represents that she possesses all of the qualifications that are required by law to serve as a District Superintendent in the Commonwealth of Pennsylvania and that she will maintain the same throughout the Term of this Contract. The District Superintendent further agrees to subscribe to and take the oath of office before entering upon her duties, in accordance with Section 1004 of the Public School Code. The District Superintendent further warrants that she has not violated any provision of the Pennsylvania Public School Code as the same apply to her qualifications for the position of District Superintendent.

III. Duties and Responsibilities.

A. During the Term of this Contract the District Superintendent agrees to serve as Chief Administrator of the District and Executive Officer for the Board of School Directors, and

to perform to the best of her abilities the duties of the District Superintendent in a competent and professional manner in accordance with the laws of the Commonwealth of Pennsylvania, the District's Job Description for the position of District Superintendent (attached and incorporated into this Contract as Appendix "A"), and the provisions of this Contract.

B. The District Superintendent shall be responsible for the total day-to-day administration of the District subject to officially adopted policies of the Board. Nothing in this section shall preclude the right of Board Members to exercise their responsibilities as individual Board members in the areas of monitoring District operations, conducting oversight activities, or visiting schools, as set forth in Board policy or directed by the Board. Contact from Board Members regarding district issues should be through the District Superintendent who will then contact the appropriate Cabinet or staff member. The District Superintendent shall keep Board Members timely apprised of all relevant School District affairs including, but not limited to, financial and personnel matters. Furthermore, this section shall not apply to matters of collective bargaining.

C. The District Superintendent shall have a seat on the Board of School Directors and the right to speak on all issues before the Board but shall not have the right to vote. The District Superintendent and/or her designee shall have the right to attend all regular and special meetings of the Board and all committee meetings thereof, excepting those relating to the District Superintendent's own employment, and shall serve as advisor to the Board and its committees in all matters affecting the District. The Board and its members individually shall promptly refer all criticisms, complaints and suggestions called to its attention to the District Superintendent for study, disposition, or recommendation as appropriate.

D. The District Superintendent agrees to devote her time, attention, energies, skills and labor to her employment as District Superintendent during the term of this Contract provided, however, that she may undertake, and be compensated for, outside work, including consultative work, speaking engagements, writing, publishing, lecturing, adjunct teaching, or other professional services which do not interfere with the District Superintendent's obligations pursuant to this Contract, provided the Board is informed of such outside activities. Outside activities that the District Superintendent participated in prior to the effective date of this Contract are deemed preapproved and require no additional approval from the Board. The District Superintendent shall provide the Board with sufficient information regarding the nature of the activity, the entity or individual for whom the services will be provided, the anticipated time commitment, the anticipated schedule, and the compensation to be received. If the Board reasonably determines that any outside work would substantially interfere with the District Superintendent's performance of her duties pursuant to this Contract, whether prior to accepting or during the District Superintendent's outside work, the Board shall so notify her, and the District Superintendent shall decline or otherwise discontinue such outside work as soon as she is practically and reasonably able to do so.

E. The duties of the District Superintendent require her participation in professional associations and presence at numerous meetings, conventions, and conferences in order to maintain awareness of current issues, programs and information. The District

Superintendent's attendance at seminars, workshops, in-service programs, school activities, and graduate education programs is necessary to maintain the knowledge and skills required of her position. The District considers the expenses involved in such activities, including membership dues and fees in professional associations to be directly related to the District Superintendent's duties and shall be paid for or reimbursed by the District in accordance with District policy and procedures and under the conditions detailed in Sections 12, 13, and 14 listed in Article IV of this contract.

F. If the District is annexed or consolidated with any other District in accordance with Section 1083 of the Public School Code during the term of this Contract, regardless of the District Superintendent's position after the annexation or consolidation, the terms and benefits under this Contract will not change in any way without the express, written agreement of the District Superintendent.

IV. Compensation and Benefits.

A. Salary. The Board of School Directors and the District Superintendent agree to the following regarding the District Superintendent's salary:

1. The established annual salary shall be paid in equal installments in accordance with the School District policy or practice, unless otherwise agreed to by the Board and the District Superintendent.

2. The salary of the District Superintendent shall not be decreased during the term of this Contract, or through any amendment or extension of this Contract, without the written approval of the District Superintendent.

3. Effective on the first day of this Contract, the School District shall pay the District Superintendent an annual salary in the amount of $230,000, prorated for the first year, plus any increase thereafter made in accordance with subsection (4) below.

4. Effective on July 1, 2027 and on July 1st of each subsequent year of this Contract, the District Superintendent shall receive a minimum increase added to her base salary of three (3) percent of her then-current base salary. The Board may provide additional increases to the District Superintendent's base salary throughout the life of this Contract.

    a. If the District Superintendent receives an overall rating of "Needs Improvement" or "Unsatisfactory" on her annual performance evaluation in accordance with this Contract in any given year of this Contract, the District Superintendent shall not receive a raise for that year. If the District Superintendent receives an overall rating of "Distinguished" or comparable rating on her annual performance evaluation in accordance with this Contract in any given year of this Contract, the District Superintendent shall receive a salary increase in an amount equal to four and one-half percent (4.5%) of her then-current annual salary. Each such increase shall be added to and become part of the District Superintendent's annual salary.

b. The annual salary set forth herein shall be the minimum annual salary of the District Superintendent, and the District Superintendent shall receive such additional annual salary, if any, to be determined by the School Board in consultation with and based upon the performance of the District Superintendent.

5. The School District in so annually increasing salary shall not be considered to have entered into a new Contract with the District Superintendent or to have extended the termination date of this Contract.

B. Benefits. In addition to salary, as set forth herein, the District shall provide the District Superintendent with the following benefits:

1. Vacation Leave and Holidays.

a. The District Superintendent shall receive twenty-five (25) days of vacation leave with full pay each year of this Contract, which shall be credited in full on the first day of this Contract, and July 1st of each subsequent year of this Contract.

b. On June 30th of each year of this Contract, the District Superintendent's unused vacation leave, if any, shall be adjusted as follows:

i. At the discretion of the District Superintendent, the District may make a lump sum cash payment to the District Superintendent in the amount of her then-current per diem rate of pay for up to fifteen (15) days of unused vacation leave, which shall then be treated as used.

ii. Additional unused vacation leave, up to a maximum of five (5) days will be carried over into the next school year.

iii. Vacation leave shall be prorated should the District Superintendent not work a full year.

c. "Per diem rate of pay" as the term is used throughout this Contract shall equal the District Superintendent's then-current gross annual salary divided by 260.

d. The District shall pay the District Superintendent for unused days of vacation leave at the time this Contract is terminated for any reason, whether voluntarily or involuntarily, at which time the District shall pay the District Superintendent her then-current per diem rate of pay for each day of unused vacation leave. The District shall make such payment to the District Superintendent for unused vacation leave as either a non-elective employer contribution to the District Superintendent's Section 403(b) account or in cash, upon mutual agreement of the parties. If the District Superintendent agrees to a non-elective contribution, it shall be subject to an amount up to or equal to the limits established by law for such accounts. If the compensation limits established for such accounts are exceeded, the District shall cause to be contributed as a non-elective employer contribution to the District Superintendent's 403(b) account in an amount up to and equal to the established limits for such contributions in each subsequent year for a period of not more than

five (5) years or until the benefit amount is exhausted. There is no cash option for such payments.

e. In addition, the District Superintendent shall receive, with full pay, all holidays available to twelve-month Act 93 administrative employees covered under the District's administrator compensation plan adopted pursuant to Section 1164 of the Public School Code (24 P.S. 11-1164) ("District Administrator Compensation Plan").

2. Sick Leave

a. The District Superintendent shall carry forward in this Contract and be credited on the first day of this Contract with all of her unused sick leave accrued during her previous employment with the District subject to the thirty (30) day limitation of Section 1073(e)(x) of the Public School Code.

b. In addition, the District Superintendent shall receive twelve (12) days of sick leave with full pay each year of this Contract, which shall be credited in full on the first day of this Contract, and on July 1st of each subsequent year of this Contract. In addition, the unused portion of such allowance of sick leave shall accrue from year to year without limit.

c. The District Superintendent shall be compensated after her final day at work with the District as follows:

i. Upon retirement with five (5) years or more with satisfactory service with the District, compensation shall be calculated at: thirty (30) days full pay and additional days at one-half (1/2) per diem rate;

ii. Upon retirement with ten (10) years or more with satisfactory service with the District, compensation shall be calculated at: forty (40) days full pay and additional days at (2/3) per diem rate.

iii. Upon retirement with fifteen (15) years or more with satisfactory service with the District, compensation shall be calculated at: forty (40) days full pay and additional days at three-quarters (3/4) per diem rate.

d. The District shall make such payments to the District Superintendent for unused sick leave and supplemental unused sick leave as a non-elective employer contribution to the District Superintendent's Section 403(b) account. This non-elective contribution shall be subject to an amount up to or equal to the limits established by law for such accounts. If the compensation limits established for such accounts are exceeded, the District shall cause to be contributed as a non-elective employer contribution to the District Superintendent's 403(b) account in an amount up to and equal to the established limits for such contributions in each subsequent year for a period of not more than five (5) years or until the benefit amount is exhausted. There is no cash option for such payments. The District shall pay the District Superintendent for unused days of sick leave accrued during her

service at the District at the time this Contract is terminated for any reason whether voluntarily or involuntarily, at which time the District shall pay the District Superintendent sixty-five (65) percent of her then current per diem rate of pay for each day of unused sick leave day, up to a maximum payment for 60 days.

e. The District shall make such payments to the District Superintendent for unused sick leave and supplemental unused sick leave as a non-elective employer contribution to the District Superintendent's Section 403(b) account. This non-elective contribution shall be subject to an amount up to or equal to the limits established by law for such accounts. If the compensation limits established for such accounts are exceeded, the District shall cause to be contributed as a non-elective employer contribution to the District Superintendent's 403(b) account in an amount up to and equal to the established limits for such contributions in each subsequent year for a period of not more than five (5) years or until the benefit amount is exhausted. There is no cash option for such payments.

3. Bereavement Leave

   a. The District Superintendent shall be entitled to up to seven (7) days of bereavement leave, with full pay, because of a death in the District Superintendent's immediate family. "Immediate family" is defined as father, mother, brother, sister, spouse, son, daughter, son-in-law, daughter-in-law, parent-in-law, stepparent, stepchild, grandparent, grandchild, someone residing in the same household or any person with whom the District Superintendent lives. The District Superintendent shall be entitled to one (1) day of bereavement leave, with full pay, because of a death of a "near relative". "Near relative" is defined as a cousin, aunt, uncle, niece, nephew, brother-in-law, or sister-in-law of the District Superintendent or her spouse.

   b. The District Superintendent may use additional days of sick leave for bereavement, in her sole discretion.

4. Personal Leave

   a. The District Superintendent shall receive three (3) days of personal leave with full pay each year of this Contract, which shall be credited in full on the first day of this Contract and on July 1st of each subsequent year of this Contract. Any unused personal leave accumulated on June 30th of each year of this Contract shall be converted to and credited to the District Superintendent's accumulated days of sick leave.

5. Jury Duty and Court Appearances

   a. The District Superintendent shall be permitted to attend, without loss of pay or benefits, jury duty and court and other appearances for any proceeding in which she is subpoenaed to appear.

6. Life Insurance

a. The District shall obtain and pay the full cost of the premiums for the purchase of a term life insurance policy with a benefit amount equal to two (2) times the District Superintendent's annual salary. The District Superintendent shall have the sole right to determine the beneficiary of such policy.

7. Disability Insurance

a. The District shall obtain and pay the full cost of the premiums for the purchase of a disability income protection insurance policy for the District Superintendent, which policy shall provide monthly disability income to the District Superintendent in an amount equal to sixty (60) percent of the District Superintendent's gross monthly salary following a thirty (30) day waiting period during which the Superintendent shall utilize her sick, personal, and vacation leave. The policy shall entitle the District Superintendent disability payments to begin following the applicable waiting or elimination period, per the contract, continuing until age sixty-five (65).

8. Medical Insurance

a. The District shall make available to the District Superintendent, her spouse, and eligible dependents medical insurance benefits, including but not limited to hospitalization, physician coverage, major medical, prescription, vision, and dental coverage, or substantial equivalents thereto, under the same terms and conditions as provided under the District's Administrator Compensation Plan adopted pursuant to Section 1164 of the Public School Code (24 P.S. 11-1164). The District Superintendent shall have the right, at her sole discretion, to select her medical insurance coverage from the plans offered by the District to any District administrator as provided under the District's Administrator Compensation Plan adopted pursuant to Section 1164 of the Public School Code (24 P.S. §11-1164).

b. Upon the District Superintendent's superannuation retirement or disability retirement from the District under PSERS, the District Superintendent shall be permitted to retain medical coverage for herself as a member of the District's group insurance as provided to then-current District administrators, until the District Superintendent reaches the age of Medicare Eligibility. This obligation shall survive the termination of this Contract.

9. Liability Insurance

a. The District shall provide and pay the full cost of legal liability and general liability insurance coverage that provides the District Superintendent coverage for acts and omissions undertaken in the course and scope of her employment with the District.

10. Expense and Mileage Reimbursement

a. The District shall fully reimburse the District Superintendent for all reasonable expenses incurred by the District Superintendent in the discharge of her duties, upon proper documentation, in accordance with District policy and procedures.

The District shall also reimburse the District Superintendent for mileage associated with use of her private vehicle in the performance of the District Superintendent's duties which reimbursement shall be based on the then-current mileage allowance as established by the Internal Revenue Service ("IRS"), as the same may be changed or modified from time to time by the IRS. Mileage shall be calculated based on the most direct route between the designated work location of 3000 Donallen Drive, Bensalem, Pennsylvania and the business destination. The District Superintendent's home address shall not be considered in mileage calculations.

11. Technology

a. All appropriate technology necessary for the proper execution of all job requirements will be provided at no expense to the District Superintendent, including but not limited to a computer to be used for District purposes in accordance with District policy, with any other technology requests to be submitted to the Board for consideration and approval. Prior to receiving any District issued equipment under this part, the District Superintendent shall complete and sign a form describing the equipment received. Said form shall be returned to the District Human Resources Department. Upon termination of this Contract for any reason, the District Superintendent will return such items to the District, unless otherwise agreed to in writing by the Board and District Superintendent, and complete the issued equipment form for proof of return. The District Superintendent understands and expressly agrees that she shall pay the replacement cost of a current equivalent, as solely determined by the District, of any item not verified as returned in working order within fifteen (15) days of the termination or expiration without renewal of this Contract.

12. Professional Memberships

a. The District shall pay the full cost of the District Superintendent's annual membership and participation in up to three (3) professional associations including the American Association of School Administrators (AASA); the Pennsylvania Association of School Administrators (PASA); and another association of the District Superintendent's choosing. Additional memberships may be paid by the District upon Board approval. The District shall also pay the full cost of the District Superintendent's membership and participation in a local civic or community organization, serving the Bensalem community.

13. Conferences, Seminars, and Workshops

a. The Board considers the reasonable expenses involved in annual attendance at conferences, seminars, and workshops at the national, state, and/or regional levels each year to be directly related to the District Superintendent's duties and appropriate for payment or reimbursement in accordance with District policies and procedures. The Board may approve attendance at all state and national conferences. In addition, prior approval from the Board for travel under this paragraph is required when such conferences, seminars and workshops require the

District Superintendent's absence from the District in excess of three (3) days or are outside the Commonwealth of Pennsylvania. Expense reimbursement for such activities shall be provided to the District Superintendent in accordance with District policies and procedures.

14. Graduate Coursework, Professional Development and Continuing Education

    a. The District shall pay the full enrollment cost and/or tuition and fees for all professional development courses and continuing education courses taken by Superintendent during this Contract; provided that such courses are approved in advance by the Board and subject to repayment by District Superintendent for any course in which the Superintendent fails to receive a final grade of C or better or otherwise successfully complete.

15. Tax-Deferred Annuity Account

    a. In addition to the District Superintendent's salary, no later than June 30th of each year of this Contract, the District shall annually remit an employer contribution into the Superintendent's 403(b) account in the amount of two and a half percent (2.5%) of her then current annual salary. There is no cash option for such payments. The Parties agree that such payments are not compensation for purposes of the Pennsylvania Public School Employees' Retirement System ("PSERS") retirement and, therefore, neither an employee nor an employer contribution is due on the payments nor are the payments includable in calculating PSERS benefits.

16. Other Benefits

    a. The District Superintendent shall be entitled to any and all benefits required by the Public School Code to be paid for or provided.

    b. So long as such benefits and incentives are not duplicative of those specifically set forth in this Contract, the District Superintendent shall be entitled to any and all benefits and incentives provided to other District administrators, including, but not limited to, all retirement benefits and incentives specified in the District's administrative compensation plan adopted pursuant to Section 1164 of the Public School Code (24 P.S. §11-1164), even though such benefits are not enumerated in this Contract. Any increase or improvement in benefits and incentives extended to District administrative employees during the Term of this Contract will also be extended to the District Superintendent and become part of this Contract. Nothing contained herein shall preclude the District from providing additional benefits and incentives to the District Superintendent as may be agreed to by the parties.

V. Assessment of Performance.

A. The Board shall evaluate, in writing, the Performance Standards and Annual Objectives of District Superintendent at least once a year during the term of this Contract, no later than June 30th of each year, unless the parties mutually agree in writing on another date for the annual evaluation. The annual performance assessment shall be conducted in an executive

session limited to members of the Board of School Directors and the District Superintendent. An evaluation instrument and method mutually agreed upon in writing by the Board and the District Superintendent shall be utilized for the annual performance assessment. The Board and District Superintendent hereby agree to use the evaluation instrument and method attached hereto and incorporated by reference as Appendix "B" unless the Board and District Superintendent mutually agree in writing to use a different evaluation instrument and method. In the event the Board determines that the performance of the District Superintendent is unsatisfactory in any respect, it shall describe in writing, in reasonable detail, the specific instances of unsatisfactory performance. A copy of the written evaluation shall be delivered to the District Superintendent. The District Superintendent shall have the right to make a written response to the evaluation. The Board's evaluations and the District Superintendent's response(s) shall be totally private and in no manner become public knowledge or conversation, except as otherwise expressly required by state or federal law. The District Superintendent's performance shall be deemed satisfactory, and the District Superintendent shall not be subject to discipline, discharge, or termination on the basis of neglect of duty or incompetency in any year when a formal performance assessment is not completed in accordance with this Contract.

B. The performance assessment shall be used for the following purposes:

1. To strengthen the working relationship between the Board and the District Superintendent and to clarify for the District Superintendent and individual members of the Board of School Directors the responsibilities the Board relies on the District Superintendent to fulfill;

2. To discuss and establish goals and/or objective performance standards for the ensuing year; and

3. To establish the basis for possible increases in the District Superintendent's annual salary.

C. Performance Expectations, Including Objective Performance Standards.

1. The performance of the District Superintendent shall be assessed in part against the objective performance standards that shall be listed under Standard 9 of Appendix "B," which shall be mutually agreed upon by the Board and the District Superintendent within ninety (90) days of the commencement of the District Superintendent's term of office. The Board shall post the mutually agreed upon objective performance standards on the District website and shall also annually post the date of the District Superintendent's annual performance assessment and whether or not the District Superintendent met the agreed upon objective performance standards. No other information regarding the District Superintendent's performance assessment shall be posted on the District website or in any other manner disclosed by the District unless expressly required to do so by state or federal law. For the first year of this Contract, the objective performance standards may include, but not be limited to, the following: (1) Shared Vision; (2) Culture of Learning; (3) Decision Making; (4) Management; (5) Family and Community; (6) Ethics; (7) Advocacy; (8) Personal and Professional

Growth; and (9) the other grounds to base objective performance standards under Section 1073.1(a) of the School Code.

2. For each subsequent year of this Contract, the objective performance standards shall be reviewed and updated as necessary on or before July 1st of each year of this Contract unless another date is mutually agreed upon by the Board and District Superintendent. Said objective performance standards, as annually agreed upon by the parties, shall be incorporated by reference into this Contract.

VI. Investigations by the Board.

In the event that the Board of School Directors directs that any investigation of the District Superintendent's conduct or performance be undertaken, the District Superintendent shall be: (i) notified of the occurrence and purpose of such investigation prior to the commencement of the same; (ii) granted access to all documents or reports generated by such an investigation and; (iii) granted the opportunity to respond, verbally or in writing, to any documents, findings or conclusions derived from such an investigation prior to the investigation being concluded. Any investigations undertaken by the Board shall be completed in private without any public disclosure by the Board or the District Superintendent of the commencement or progress of the same.

VII. Professional Liability.

A. The Board agrees that it will defend, hold harmless and indemnify the District Superintendent from any and all demands, claims, suits, actions and legal proceedings brought against the District Superintendent in her individual capacity or in her official capacity as agent and employee of the Board, provided the incident arose while District Superintendent was acting, or reasonably believed she was acting, within the scope of his/her employment. This obligation shall survive the termination of this Contract.

B. If, in the good faith opinion of the District Superintendent or the School District, a conflict exists as regard to the defense of such claim between the legal position of the District Superintendent and the legal position of the School District, the District Superintendent shall engage counsel of her choice, subject to the approval of the School District, which approval shall not be unreasonably withheld or delayed, in which event the School District shall indemnify the Superintendent for the costs of the legal defense of the District Superintendent as and to the extent permitted by Pennsylvania Law. The School District agrees that its obligations pursuant to this provision survive the termination of this Contract.

VIII. Reappointment.

The Board shall provide the District Superintendent with periodic opportunities to discuss the District Superintendent-Board relationship and shall inform her in writing at least annually of any inadequacies perceived by the Board. If, at any time, the Board of School Directors decides that it does not desire to renew the contract of the District Superintendent for another term, the Board shall notify the District Superintendent in writing by certified

mail, no later than March 31, 2031, of the Board of School Directors' intent not to reappoint her. Should the District Superintendent not be so notified, she shall be reappointed at the next regular business Board meeting following March 31, 2031, for a term of one year and the terms and conditions of this Contract shall be incorporated into a successor Contract unless mutually agreed otherwise by the Board and the District Superintendent.

IX. Termination.

A. This Contract may be terminated prior to the end of the Term of this Contract as follows:

1. The District Superintendent shall be subject to discharge and termination of this Contract for valid and just cause for the reasons specified in Section 1080 of the Public School Code. However, the Board shall not arbitrarily or capriciously call for the District Superintendent's dismissal and the District Superintendent shall in any event have the right to written charges, notice of hearing, fair and impartial hearing, all elements of due process, and the right to appeal to a court of competent jurisdiction. At any such hearing before the Board, the District Superintendent shall have the right to be present and to be heard, to be represented by counsel, and to present evidence, through witnesses, testimony, and documentation relevant to the issue. A transcript of the record of proceedings before the Board shall be made available without charge to the District Superintendent. The District Superintendent shall have the right to be represented by counsel at his/her sole cost and expense.

2. This Contract may be unilaterally terminated without penalty by the resignation of the District Superintendent at any time; provided the District Superintendent gives the Board at least ninety (90) days' notice prior to the effective date of the resignation. The ninety (90) day notice period may be reduced or waived by mutual agreement of the District Superintendent and Board. If this Contract is terminated in this manner, the District shall pay and provide to the District Superintendent all of the aggregate compensation, salary, and benefits through the effective date of his/her resignation and termination of this Contract plus any applicable post-employment and retirement benefits provided for in this Contract. For the purposes of this Section, benefits shall mean insurance premiums and coverage and payment for unused leave, the District Superintendent earned, accrued and/or is entitled to in accordance with this Contract and the limitations provided therein. In no event shall benefits under this part be deemed to include tuition, tuition reimbursement, or any other funds provided as part of the Superintendent's continuing education costs as set forth in Article IV, Section 14.

3. This Contract may be terminated by the mutual consent, in writing, of the District Superintendent and the Board. If this Contract is terminated in this manner, the District shall pay and provide to the District Superintendent all of the aggregate compensation, salary, and benefits, including but not limited to insurance premiums and coverage and payment for unused leave, the District Superintendent earned, accrued and/or is entitled to in accordance with this Contract through the mutually agreed upon effective date of the termination of this Contract plus any applicable post-employment and retirement

benefits provided for in this Contract and any additional amount mutually agreed upon by the Board and Superintendent.

B. This Contract shall be terminated upon the death of the District Superintendent, at which time, the District shall pay to the District Superintendent's estate and/or heirs all of the aggregate compensation, salary, and benefits the District Superintendent earned, accrued and/or is entitled to under this Contract through the date of the District Superintendent's death.

X. Interpretation.

Captions and headings of the sections and paragraphs of this Contract are intended solely for convenience and no provision of this Contract is to be construed by reference to the caption or heading of any section or paragraph. Moreover, this Contract shall not be construed against either Party as the author or drafter of the Contract.

XI. Modification and Waiver.

This Contract shall not be amended, changed or modified, except in writing approved of and signed by the District Superintendent and approved of by the Board and signed by a duly authorized officer(s) of the Board. No waiver by either Party of any breach by the other Party of any condition or provision of this Contract to be performed by the other Party shall be deemed a waiver of any similar or dissimilar provision or condition at the same or any prior or subsequent time, nor shall the failure of or delay by either Party in exercising any right, power, or privilege under this Contract operate as a waiver thereof to preclude any other or further exercise thereof or the exercise of any other such right, power, or privilege.

XII. Employee Non-Solicitation

The District Superintendent agrees that the District Superintendent shall not at any time during her employment with the School District or during one (1) year following separation ("Separation Period") from her employment with the School District for any reason solicit, entice or induce any individual that currently is, or at any time during the one (1) year Separation Period will be an employee of the School District, to become employed by any other school district, person, firm, corporation, partnership or other entity or (ii) approach any such employee for such purpose or authorize or participate with or assist in the taking of such actions by any other school district, person, firm or corporation. Provided however, nothing in this paragraph shall prevent or prohibit the District Superintendent during her employment with the School District and following such employment from providing School District employees or other individuals with letters of reference and/or recommendations for employment with another school district, person, firm, corporation or other entity.

XIII. Savings Clause.

Should any provision of this Contract be declared illegal or unenforceable by a court of competent jurisdiction, said provision shall be deleted from this Contract to the extent that

it violates the law. The remaining provisions shall remain in full force and effect for the duration of the Contract if not affected by the deleted provision. If at any time thereafter such provision shall no longer conflict with the law, then it shall be deemed restored in full force and effect as if it had never been in conflict with the law.

XIV. Obligations.

This Contract shall be binding upon and shall inure to the benefit of District and its duly authorized representatives and successors. This Contract shall be binding upon and shall inure to the benefit of the District Superintendent and, to the extent applicable, her personal representatives and heirs.

XV. Statutory Reference.

All references to the Public School Code contained herein shall also refer to and incorporate any amendment or recodification of the Public School Code.

XVI. Applicable Law and Venue.

This Contract shall be governed and construed in accordance with the laws of the Commonwealth of Pennsylvania. Any action or proceeding by either of the Parties to enforce this Contract shall be brought only in any state or federal court located in and/or having jurisdiction over the Commonwealth of Pennsylvania, County of Bucks. In such cases, the Parties hereby irrevocably submit to the exclusive jurisdiction of these courts and waive the defense of inconvenient forum to the maintenance of any action or proceeding in such venue.

XVII. Counterparts.

This Contract may be executed in any number of counterparts, each of which shall be an original and all of which together shall constitute a fully executed agreement, with the same effect and validity as a single agreement signed by all of the parties, and when so executed, shall be binding upon all the parties, and their respective heirs, next-of-kin, personal representatives and assigns. E-mailed, PDF, and facsimile signatures shall have the same validity and effect as original signatures. Delivery of an executed counterpart of this Contract by telefacsimile or e-mail shall be equally as effective as delivery of a manually executed counterpart of this Contract. Any party delivering an executed counterpart of this Contract by telefacsimile or e-mail also shall deliver a manually executed counterpart of this Contract, but the failure to deliver a manually executed counterpart shall not affect the validity, enforceability or binding effect of this Contract.

XVIII. Entire Contract.

This Contract constitutes the entire agreement between the Parties with respect to the subject matter herein.

IN WITNESS WHEREOF, and intending to be legally bound hereby, the parties have caused this Contract to be duly executed the day and year first written above.

BENSALEM TOWNSHIP SCHOOL DISTRICT:

By: _____ 9-23-26
Dr. Deborah King, President **Date**
Board of School Directors

ATTEST: _____ 9-23-26
Carolyn J. Riley, Secretary **Date**
Board of School Directors

VICTORIA VELAZQUEZ:

By: _____ 9/28/26
Victoria Velazquez, District Superintendent **Date**

BENSALEM TOWNSHIP SCHOOL DISTRICT

Dorothy D. Call Administrative Center
3000 Donallen Drive, Bensalem, PA 19020

Continued Regular Action Meeting from the June 29, 2026 Regular Action Meeting
Tuesday, August 4, 2026
6:00 PM

Dr. Deborah King, President
Stephanie A. Gonzalez Ferrandez, Vice President
Victoria Velazquez, Ed.D., Interim Superintendent
David J. Truelove, Esq., Solicitor
Carolyn J. Riley, Secretary
John Steffy, Treasurer

1. Call to Order and Roll Call
The meeting was called to order by Board President Dr. Deborah King at 6:11 p.m.

Rodger Allen:	Present
Rachel Fingles:	Present
Stephanie Gonzalez Ferrandez:	Present
Leann Hart:	Present
Deborah King:	Present
Rebecca Mirra:	Absent
Heather Nicholas:	Present
Kate Pascucci:	Present
Karen Winters:	Present

Present: 8, Absent: 1.

Administrators in attendance:
Dr. Victoria Velazquez, Interim Superintendent
Dr. Brian Cohen, Assistant to the Superintendent for Special Services
Dr. Donna Minnigh, Acting Assistant to the Superintendent for Teaching & Learning
Dr. Shawn Mark, Acting Director of Human Resources
John Steffy, Director of Business Operations

2. Pledge of Allegiance

3. Announcement to the Audience
Regular Action Meetings are broadcast live over Comcast Channel 28 & Verizon FiOS Channel 32 and are livestreamed on our district website as well as recorded for future broadcasting.

4. Public Comment #1
No public comment.

5. Approval of Agenda
Motion to approve the agenda, as presented. This motion, made by Rodger Allen and seconded by Karen Winters, Carried.
Rebecca Mirra: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann

Hart: Yea, Deborah King: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

6. Solicitor's Report

6.A. Executive Session Announcements
The Board met in Executive Session prior to this meeting to discuss personnel, real estate and informational items.
At 6:14 p.m., the Board President called a brief recess to return to Executive Session in order to discuss several confidential student matters on the agenda under Instructional Affairs.
The meeting reconvened at 6:17 p.m.

7. Instructional Affairs

7.A. Waiver and Release Agreement - Student DD
Motion to approve the Waiver and Release Agreement for Student DD from the 2025-2026 school year as discussed in Executive Session under confidential student matters. This motion, made by Karen Winters and seconded by Heather Nicholas, Carried.
Rebecca Mirra: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Deborah King: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

7.B. Withdrawal, Waiver and Release Agreement - Student EE
Motion to approve the Withdrawal, Waiver and Release Agreement for Student EE from the 2025-2026 school year as discussed in Executive Session under confidential student matters. This motion, made by Rodger Allen and seconded by Leann Hart, Carried.
Rebecca Mirra: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Deborah King: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

7.C. Withdrawal, Waiver and Release Agreement - Student FF
Motion to approve the Withdrawal, Waiver and Release Agreement for Student FF from the 2025-2026 school year as discussed in Executive Session under confidential student matters. This motion, made by Karen Winters and seconded by Heather Nicholas, Carried.
Rebecca Mirra: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Deborah King: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

8. Business Affairs

8.A. GASB 75 Valuation and Related Services Agreement
Motion to approve the GASB 75 Valuation and Related Services Agreement with Pennsylvania Trust. This motion, made by Leann Hart and seconded by Karen Winters, Carried.
Rebecca Mirra: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Deborah King: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

8.B. Ratification of Property Tax Consulting Services Agreement
Motion to ratify the Property Tax Consulting Services Agreement between Keystone Realty Advisors, LLC and Bensalem Township School District effective June 1, 2026 to September 1, 2029. This motion, made by Leann Hart and seconded by Kate Pascucci, Carried.
Rebecca Mirra: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Deborah King: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

9. Personnel

9.A. New Hires

Motion to approve new hires, as presented. This motion, made by Karen Winters and seconded by Kate Pascucci, Carried.
Rebecca Mirra: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Deborah King: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

9.B. Re-Hires

Motion to approve re-hires, as presented. This motion, made by Leann Hart and seconded by Kate Pascucci, Carried.
Rebecca Mirra: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Deborah King: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

9.C. Classification Changes

Motion to approve classifications changes, as presented. This motion, made by Kate Pascucci and seconded by Leann Hart, Carried.
Rebecca Mirra: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Deborah King: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

9.D. Summer Staff Assignments

Motion to approve summer staff assignments, as presented. This motion, made by Kate Pascucci and seconded by Leann Hart, Carried.
Rebecca Mirra: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Deborah King: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

9.E. Requests for Leave of Absence

Motion to approve requests for leave of absence, as presented. This motion, made by Kate Pascucci and seconded by Rachel Fingles, Carried.
Rebecca Mirra: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Deborah King: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

9.F. Retirements/Resignations/Terminations

Motion to approve retirements, resignations and terminations, as presented. This motion, made by Karen Winters and seconded by Kate Pascucci, Carried.
Rebecca Mirra: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Deborah King: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

9.G. Addendum Agreement to Continue Employment

Motion to approve the Addendum Agreement to Continue Employment after Planned Retirement between John Steffy and Bensalem Township School District. This motion, made by Leann Hart and seconded by Kate Pascucci, Carried.
Rebecca Mirra: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Deborah King: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

9.H. Extension of Term for School Board Treasurer
Motion to extend John Steffy's appointment as School Board Treasurer through September 30, 2026, or until a permanent Director of Business Operations can be hired. This motion, made by Leann Hart and seconded by Kate Pascucci, Carried.
Rebecca Mirra: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Deborah King: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

9.I. Interim Director of Human Resources Employment Agreement
Motion to approve the Employment Agreement with Interim Director of Human Resources, as presented. This motion, made by Leann Hart and seconded by Kate Pascucci, Carried.
Rebecca Mirra: Absent, Stephanie Gonzalez Ferrandez: Nay, Heather Nicholas: Nay, Rodger Allen: Yea, Rachel Fingles: Yea, Leann Hart: Yea, Deborah King: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 6, Nay: 2, Absent: 1
Stephanie Gonzalez Ferrandez: Nay, Heather Nicholas: Nay
Mrs. Ferrandez and Mrs. Nicholas indicated their vote was for budgetary reasons.

9.J. Notice of Right to Hearing and Statement of Charges for Employee X
Motion to authorize the Notice of Right to Hearing and Statement of Charges with respect to Employee X, as presented. This motion, made by Karen Winters and seconded by Heather Nicholas, Carried.
Rebecca Mirra: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Deborah King: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

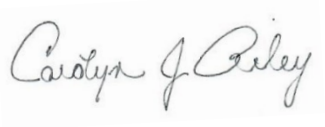
10. Public Comment #2
No public comment.

11. Upcoming Board Meetings

August
04 - Business Affairs Committee following the Continued Action Meeting
17 - Instructional Affairs Committee at 6:00 p.m.
18 - Board Policy Committee at 5:30 p.m.
18 - Charter Committee at 6:30 p.m.
19 - Personnel Committee at 6:00 p.m.
26 - Regular Action Meeting at 7:30 p.m.

12. Adjournment
Motion to adjourn. This motion, made by Leann Hart and seconded by Kate Pascucci, Carried.
Rebecca Mirra: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Deborah King: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1
The meeting adjourned at 6:27 p.m.

Respectfully submitted,



Carolyn J. Riley
School Board Secretary

BENSALEM TOWNSHIP SCHOOL DISTRICT

Dorothy D. Call Administrative Center
3000 Donallen Drive, Bensalem, PA 19020

Business, Facilities & Technology Committee Meeting
Tuesday, August 4, 2026
6:30 PM

Dr. Deborah King, President
Stephanie A. Gonzalez Ferrandez, Vice President
Victoria Velazquez, Ed.D., Interim Superintendent
David J. Truelove, Esq., Solicitor
Carolyn J. Riley, Secretary
John Steffy, Treasurer

Rodger Allen:	Present
Rachel Fingles:	Absent
Stephanie Gonzalez Ferrandez:	Present
Leann Hart:	Present
Deborah King:	Present
Rebecca Mirra:	Absent
Heather Nicholas:	Absent
Kate Pascucci:	Absent
Karen Winters:	Present

Present: 5, Absent: 4.
The meeting was called to order at 6:33 p.m. by Committee Chair Leann Hart.

1. Call to Order and Roll Call
Administrators in attendance:
Dr. Victoria Velazquez, Interim Superintendent
Dr. Brian Cohen, Assistant to the Superintendent for Special Services
Dr. Donna Minnigh, Acting Assistant to the Superintendent for Teaching & Learning
John Steffy, Director of Business Operations
Kevin Curry, Manager of Building Operations
William Roller, Custodial Coordinator
Mike Dumin

2. Pledge of Allegiance

3. Announcement to the Audience

4. Public Comment #1
No public comment.

5. Business Affairs

6. Facilities Management

6.A. Facility Rental Request: BHS Drama Musical
Item moved to Board action.

6.B. Facility Rental Request: BHS Drama Fall Play
Item moved to Board action.

6.C. Capital Projects

6.D. Update of Rush Elementary School Project
Presentation by Damien Spahr of SitelogIQ.
Construction remains on schedule with completion anticipated by August 16, 2026.

6.E. Future GESA Work Presentation
SitelogIQ presented preliminary plans for Belmont Hills Elementary School.

7. Food Services
No agenda items.

8. Technology
No agenda items.

9. Transportation
No agenda items.

10. Discussion Items

10.A. Solar Panels
Presentation by Doug Nydak from GreenWorks Development.
Discussion centered around the location of the panels.
Item moved to the August Regular Action Meeting for further discussion and consideration.

10.B. School Affinity Debit Card Program
Dr. Velazquez introduced a proposed partnership with Inspire Federal Credit Union for Bensalem-branded debit cards.
Item moved to the August Regular Action Meeting for a presentation by Inspire Federal Credit Union.

10.C. Cornwells Playground
Installation is scheduled for the week of August 17th.

10.D. Lead and Drinking Water
Mr. Curry explained the district's current testing protocol.
Item tabled to the September Business Affairs meeting.

11. Public Comment #2
Community member - Solar power aesthetics

12. Adjournment
The meeting adjourned at 7:45 p.m.

For the record, notes from this meeting were submitted by Diane Litwin, Administrative Assistant to the Director of Business Operations.

Respectfully submitted,



Carolyn J. Riley
School Board Secretary

BENSALEM TOWNSHIP SCHOOL DISTRICT

Dorothy D. Call Administrative Center
3000 Donallen Drive, Bensalem, PA 19020

Instructional Affairs Committee Meeting
Tuesday, August 17, 2026
6:00 PM

Dr. Deborah King, President
Stephanie A. Gonzalez Ferrandez, Vice President
Victoria Velazquez, Ed.D., Interim Superintendent
David J. Truelove, Esq., Solicitor
Carolyn J. Riley, Secretary
John Steffy, Treasurer

Rodger Allen:	Absent
Rachel Fingles:	Absent
Stephanie Gonzalez Ferrandez:	Absent
Leann Hart:	Absent
Deborah King:	Present
Rebecca Mirra:	Absent
Heather Nicholas:	Present
Kate Pascucci:	Absent
Karen Winters:	Present

Present: 3, Absent: 6.

1. Call to Order and Roll Call
The meeting was called to order by Committee Chair Karen Winters at 6:00 p.m.

Administrators in attendance:
Dr. Brian Cohen, Assistant to the Superintendent for Special Services
Dr. Donna Minnigh, Acting Assistant to the Superintendent for Teaching & Learning

2. Announcements to the Audience
Committee meetings are videotaped and available on the district website.

3. Public Comment #1
Rose Jacobs - Community Member - complimented the district on providing books at a Gifted meeting and to Struble Principal, Mr. Ben, for his attentiveness to a student.

4. Instructional Affairs

4.A. Student/Parent Handbook 2026-2027

- Change the STEM guitar fee to take effect during the 2027-2028 school year.
- The $40 activity/sports fee is a one-time only fee. There is a separate $40 tech fee.
- Item moved to Board action.

4.B. GHR Education Addendum to Staffing Agreement
Item moved to Board action.

4.C. 2026-2027 MCC Annual School Based Agreements
Item moved to Board action.

4.D. Everway Quote
Item moved to Board action.

4.E. Naviance Renewal
Item moved to Board action.

4.F. EGNYTE Renewal
Item moved to Board action.

4.G. Contractor Agreement - Physician
Item moved to Board action.

4.H. Contractor Agreement - Dentist
Item moved to Board action.

4.I. Woods Purchase of Services Agreements
Item moved to Board action.

4.J. DELTA-T Group Client Agreement
Item moved to Board action.

4.K. Bucks Learning Academy Program Placement Agreement
Item moved to Board action.

4.L. 2026-2027 Anticipated Field Trips
Item moved to Board action.

5. Discussion Items

5.A. 2026-2027 Assessment Calendar

5.B. Grades 9-12 Grading Framework
Item tabled to the September Instructional Affairs meeting.

5.C. Sapphire Community Portal

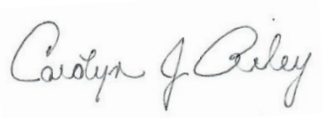
5.D. Talking Points

6. Public Comment #2
No public comment.

7. Adjournment
The meeting adjourned at 6:35 p.m.

For the record, notes were provided by Dr. Donna Minnigh, Acting Assistant to the Superintendent for Teaching & Learning.

Respectfully submitted,



Carolyn J. Riley
School Board Secretary

BENSALEM TOWNSHIP SCHOOL DISTRICT

Dorothy D. Call Administrative Center
3000 Donallen Drive, Bensalem, PA 19020

Policy Committee Meeting
Wednesday, August 18, 2026
5:30 PM

Dr. Deborah King, President
Stephanie A. Gonzalez Ferrandez, Vice President
Victoria Velazquez, Ed.D., Interim Superintendent
David J. Truelove, Esq., Solicitor
Carolyn J. Riley, Secretary
John Steffy, Treasurer

Rodger Allen:	Present
Rachel Fingles:	Present
Stephanie Gonzalez Ferrandez:	Absent
Leann Hart:	Absent
Deborah King:	Absent
Rebecca Mirra:	Absent
Heather Nicholas:	Present
Kate Pascucci:	Absent
Karen Winters:	Absent

Present: 3, Absent: 6.

Administrators in attendance:
Dr. Victoria Velazquez, Interim Superintendent
Dr. Brian Cohen, Assistant to the Superintendent for Special Services
Dr. Donna Minnigh, Acting Assistant to the Superintendent for Teaching & Learning

1. Call to Order and Roll Call
The meeting was called to order at 5:30 p.m. by Board Director and Acting Chair Rachel Fingles.

2. Announcements to the Audience
Committee meetings are videotaped and available on the district website.

3. Public Comment #1
No public comment.

4. Policies

4.A. Policy 220 Student Expression/Dissemination of Materials
Item tabled to the September Policy Committee Meeting.

4.B. Policy 313 Evaluation of Employees
Item moved to First Read.

4.C. Policy 124 Alternative Instruction
Item moved to First Read.

4.D. Policy 140 Charter Schools
Item moved to First Read.

4.E. Policy 314.1 HIV Infection
Item moved to First Read.

4.F. Policy 610 Purchases Subject to Bid/Quotation
Item moved to First Read.

4.G. Policy 709.1 Video Surveillance

- Committee requested policy be more specific regarding the types of incidents and those who have access to the videos.
- Item tabled to September Policy Committee meeting.

5. Discussion Items

5.A. Resolution: Environment Free of Intimidation, Violence and Hate

- Committee asked to check surrounding district policies and also compare policy to Student/Parent Handbook.
- Item tabled to September Policy Committee meeting.

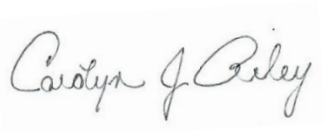
5.B. Policy 707 Use of School Facilities

- Mr. Allen suggests the policy be changed to allow people to submit rental forms more than 9 months prior to an event.
- Committee suggested adding language to indicate school events would take precedence over outside events.
- Mr. Allen will email suggestions.
- Committee also discussed renting to political groups. Current policy prohibits rentals for partisan political events.
- Item tabled to the September Policy Committee meeting.

6. Public Comment #2
No public comment.

7. Adjournment
The meeting adjourned at 6:10 p.m.

Respectfully submitted,



Carolyn J. Riley
School Board Secretary

BENSALEM TOWNSHIP SCHOOL DISTRICT

Dorothy D. Call Administrative Center
3000 Donallen Drive, Bensalem, PA 19020

Personnel Committee Meeting
Wednesday, August 19, 2026
6:00 PM

Dr. Deborah King, President
Stephanie A. Gonzalez Ferrandez, Vice President
Victoria Velazquez, Ed.D., Interim Superintendent
David J. Truelove, Esq., Solicitor
Carolyn J. Riley, Secretary
John Steffy, Treasurer

Rodger Allen:	Present
Rachel Fingles:	Present
Stephanie Gonzalez Ferrandez:	Present
Leann Hart:	Absent
Deborah King:	Present
Rebecca Mirra:	Absent
Heather Nicholas:	Present
Kate Pascucci:	Present
Karen Winters:	Present

Present: 7, Absent: 2.

1. Call to Order and Roll Call
The meeting was called to order by Committee Chair Kate Pascucci at 6:03 p.m.
Administrators in attendance:
Dr. Victoria Velazquez, Interim Superintendent
Dr. Shawn Mark, Interim Director of Human Resources
Morgan A. Pace, Esq., Solicitor

2. Public Comment #1
No public comment.

3. Personnel

3.A. New Hires
Item moved to Board action.

3.B. Re-Hires
Item moved to Board action.

3.C. Classification Changes
Item moved to Board action.

3.D. Requests for Leave of Absence
Item moved to Board action.

3.E. Retirements/Resignations/Terminations
Item moved to Board action.

3.F. Revised Organizational Chart
Item moved to Board action.

3.G. Updated Job Description

- Committee reviewed the revised duties and responsibilities associated with the job description for the VMC/Rentals Part-Time Secretary position.
- Discussion regarding the classification and scheduling parameters of the position.
- Item moved to Board action.

3.H. Memorandum of Understanding (MOU) with BTEA
Item moved to Board action.

3.I. Memorandum of Understanding (MOU) with Local Union #32BJ, District 1201 (Drivers)

- Solicitor request: Clarification that an employee temporarily assigned to a higher-rated position will return to their regular driving rate once the temporary assignment ends.
- Committee discussed matters related to the Drivers' bargaining unit. Additional information and follow-up may be provided and a Memorandum of Understanding may be necessary.
- Item moved to Board action.

3.J. Levin Legal Group Engagement Agreement

- Questions were raised regarding the need for the engagement and whether the District is already paying for other legal resources.
- Discussion regarding the District's satisfaction with previous engagements with Levin Legal Group.
- Discussion regarding whether this is the best option given the District's current transitional constraints.
- Further discussion regarding what type of upcoming engagement would be appropriate and acceptable.
- Item moved to Board action.

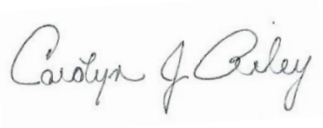
4. Information/Discussion Items

- Drivers' ongoing negotiations continue with a review of proposals and potential agreement terms.
- Secretaries ongoing negotiations continue with a review of proposed contract language and terms.
- Transportation discussion focused on operations and staffing considerations, review of operational needs, and appropriate documentation and agreements.
- Director of Business Operations position and the District's current needs.

5. Public Comment #2
No public comment.

6. Adjournment
The meeting adjourned at 8:30 p.m.
For the record, notes from this meeting were provided by Victoria Roller, HR Generalist.

Respectfully submitted,



Carolyn J. Riley
School Board Secretary

BENSALEM TOWNSHIP SCHOOL DISTRICT

Dorothy D. Call Administrative Center
3000 Donallen Drive, Bensalem, PA 19020

Regular Action Meeting
August 26, 2026
7:30 PM

Dr. Deborah King, President
Stephanie A. Gonzalez Ferrandez, Vice President
Victoria Velazquez, Ed.D., Interim Superintendent
David J. Truelove, Esq., Solicitor
Carolyn J. Riley, Secretary
John Steffy, Treasurer

1. Call to Order and Roll Call
The meeting was called to order by Board Vice President Stephanie Gonzalez Ferrandez at 8:13 p.m. with nine (9) Board Directors present as well as David Truelove, Esq., Solicitor. For the record, Dr. Deborah King was present via phone.

Rodger Allen:	Present
Rachel Fingles:	Present
Stephanie Gonzalez Ferrandez:	Present
Leann Hart:	Present
Deborah King:	Present
Rebecca Mirra:	Present
Heather Nicholas:	Present
Kate Pascucci:	Present
Karen Winters:	Present

Present: 9.

Administrators in attendance:
Dr. Victoria Velazquez, Interim Superintendent
Dr. Brian Cohen, Assistant to the Superintendent for Special Services
Dr. Donna Minnigh, Acting Assistant to the Superintendent for Teaching & Learning
Dr. Shawn Mark, Acting Director of Human Resources
John Steffy, Director of Business Operations

2. Pledge of Allegiance

3. Announcement to the Audience
Regular Action Meetings are broadcast live on district channels and are livestreamed on our district website as well as recorded for future broadcasting.

4. Certificates of Recognition
Dr. Velazquez recognized the 2025-2026 volunteers.

5. Superintendent's Highlights and Report
Presentation by Dr. Velazquez.

6. Public Comment #1
No public comment.

7. Approval of Agenda
Motion to add the following items to Solicitor's Report: Item 8B Separation Agreement of Employee Y, Item 8C Robotics Stipends, and move Item 10AA Levin Legal Agreement to Item 8D under Solicitor's Report. This motion, made by Kate Pascucci and seconded by Rodger Allen, Carried.
Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Deborah King: Yea, Rebecca Mirra: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 9, Nay: 0

Motion to approve the agenda, as amended. This motion, made by Rodger Allen and seconded by Kate Pascucci, Carried.
Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Deborah King: Yea, Rebecca Mirra: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 9, Nay: 0

The Board decided during Executive Session to add the following items to the agenda under Solicitor's Report:
Item 8B - Separation Agreement and Release for Employee Y
Item 8C - Robotics Stipend

It was also decided to move Consent Agenda Item 10AA Levin Legal Group Engagement Agreement to Item 8D under Solicitor's Report.

8. Solicitor's Report

8.A. Executive Session Announcements
The Board met in Executive Session during on the following dates:

- August 19, 2026 to discuss personnel items
- August 26, 2026 to discuss student matters, collective bargaining agreements, and litigation, informational, and personnel items.

8.B. Separation Agreement and Release - Employee Y
Motion to approve the Separation and Release Agreement for Employee Y as discussed in Executive Session. This motion, made by Karen Winters and seconded by Rodger Allen, Carried.
Rachel Fingles: Nay, Leann Hart: Nay, Heather Nicholas: Nay, Kate Pascucci: Nay, Rodger Allen: Yea, Stephanie Gonzalez Ferrandez: Yea, Deborah King: Yea, Rebecca Mirra: Yea, Karen Winters: Yea
Yea: 5, Nay: 4

8.C. Robotics Stipends
Motion to approve the Robotics stipends in the amount of $2,800 per coach for the 2026-2027 school year. This motion, made by Rodger Allen and seconded by Karen Winters, Carried.
Rebecca Mirra: Abstain (With Conflict), Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Deborah King: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Abstain (With Conflict): 1
The vote was taken by roll call.

8.D. Levin Legal Group Engagement Agreement
Motion to approve the Letter of Engagement with Bensalem Township School District and Levin Legal Group for the 2026-2027 school year. This motion, made by Leann Hart and seconded by Kate Pascucci, Carried.
Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Deborah King: Yea, Rebecca Mirra: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 9, Nay: 0

9. Reports

9.A. Standing Committee Reports
Instructional Affairs Committee
Business Affairs Committee
Policy Committee
Personnel Committee

Notes for all committee meetings are attached to the agenda.

For the record, Dr. Deborah King, present via phone, left the meeting at 8:30 p.m.

9.B. Liaison Committee Reports
Liaison Committee reports are attached to the agenda.

10. Consent Agenda
Motion to approve the Consent Agenda, as presented. This motion, made by Heather Nicholas and seconded by Karen Winters, Carried.
Deborah King: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Rebecca Mirra: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

10.A. Secretary's Minutes

10.B. Treasurer's Report

10.C. Policy 810.1 School Bus Drivers and School Commercial Motor Vehicle Drivers

10.D. Student/Parent Handbook 2026-2027

10.E. GHR Education Addendum to Staffing Agreement

10.F. 2026-2027 MCC Annual School Based Agreements

10.G. Everway Quote

10.H. Naviance Renewal

10.I. EGNYTE Renewal

10.J. Contractor Agreement - Physician

10.K. Contractor Agreement - Dentist

10.L. Woods Purchase of Services Agreements

10.M. DELTA-T Group Client Agreement

10.N. Bucks Learning Academy Program Placement Agreement

10.O. 2026-2027 Anticipated Field Trips

10.P. Disbursements, Payments and Obligations

10.Q. Facility Rental Request: BHS Drama Musical

10.R. Facility Rental Request: BHS Drama Fall Play

10.S. New Hires

10.T. Re-Hires

10.U. Classification Changes

10.V. Retirements/Resignations/Terminations

10.W. Leaves of Absence

10.X. Updated Job Description

10.Y. Revised Organizational Chart

10.Z. Memorandum of Understanding - Employee A

10.AA. Memorandum of Understanding - Local Union #32BJ, District 1201 (Drivers)

11. School Board Policy

11.A. FIRST READ: Policy 313 Evaluation of Employees

11.B. FIRST READ: Policy 124 Alternative Instruction

11.C. FIRST READ: Policy 140 Charter Schools

11.D. FIRST READ: Policy 314.1 HIV Infection

11.E. FIRST READ: Policy 610 Purchases Subject to Bid/Quotation

11.F. SECOND READ: Policy 221 Dress and Grooming

12. Instructional Affairs

12.A. Settlement Agreement, Placement Waiver, and Release - Student A
Motion to approve the Settlement Agreement, Placement Waiver, and Release for Student A as discussed in Executive Session under confidential student matters. This motion, made by Karen Winters and seconded by Rodger Allen, Carried.
Deborah King: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Rebecca Mirra: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

12.B. Settlement Agreement and Release - Student B
Motion to approve the Settlement Agreement and Release for Student B as discussed in Executive Session under confidential student matters. This motion, made by Rebecca Mirra and seconded by Kate Pascucci, Carried.
Deborah King: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Rebecca Mirra: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

12.C. Settlement Agreement and Release - Student C
Motion to approve the Settlement Agreement and Release for Student C as discussed in Executive Session under confidential student matters. This motion, made by Karen Winters and seconded by Rodger Allen, Carried.
Deborah King: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann

Hart: Yea, Rebecca Mirra: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

12.D. Lindamood-Bell Learning Processes Student Instruction Contract
Motion to approve the Individual Student Instruction Contract between Bensalem Township School District and Lindamood-Bell Learning Processes for one Bensalem student from August 17, 2026 to May 28, 2027, in accordance with the student's IEP, in the amount of $57,800. This motion, made by Karen Winters and seconded by Rodger Allen, Carried.
Deborah King: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Rebecca Mirra: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

12.E. INFORMATION ITEM: Field Trip Report - August 2026

13. Business Affairs

13.A. Solar Panels
Motion to approve the solar proposal to add ground capacity at Cornwells and Rush Elementary Schools. This motion, made by Rodger Allen and seconded by Karen Winters, Carried.
Deborah King: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Rebecca Mirra: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

There was Board discussion with Mr. Neidich from SitelogIQ about the placement of the panels and the qualifications for funding.

13.B. Donation from The Sophia Fund for Russell C. Struble Elementary School
Motion to accept a donation in the amount of $8,369.50 from The Sophia Fund towards the purchase of six (6) picnic tables for Struble Elementary School's Outdoor Learning Center. This motion, made by Rodger Allen and seconded by Kate Pascucci, Carried.
Deborah King: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Rebecca Mirra: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

13.C. School Affinity Debit Card Program
Motion to approve the School Affinity Debit Card Program. This motion, made by Leann Hart and seconded by Rodger Allen, Carried.
Deborah King: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Rebecca Mirra: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

14. Personnel

14.A. Resolution of the Intent to Terminate Employee X
Motion to approve the Resolution of the Intent of Bensalem Township School District Board of School Directors to Terminate Employee X Pursuant to Section 514 of the Public School Code of 1949. This motion, made by Karen Winters and seconded by Kate Pascucci, Carried.
Deborah King: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Rebecca Mirra: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

15. Public Comment #2
John McDonough - Resident - Expressed concern about the appearance of the high school fields and grounds.

16. Upcoming Board Meetings

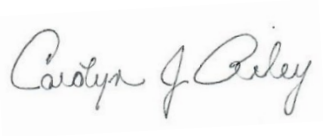
September

8 Instructional Affairs Committee - 6:00 p.m.
9 Business, Facilities & Technology Committee - 6:00 p.m.
14 Co-Curricular Committee/Sports Association - 6:30 p.m. @ BHS Internet Café
15 Policy Committee - 5:30 p.m.
16 Personnel Committee - 6:00 p.m.
23 Regular Action - 7:30 p.m.

17. Adjournment

Motion to adjourn the meeting at 9:16 p.m. This motion, made by Rodger Allen and seconded by Leann Hart, Carried.
Deborah King: Absent, Rodger Allen: Yea, Rachel Fingles: Yea, Stephanie Gonzalez Ferrandez: Yea, Leann Hart: Yea, Rebecca Mirra: Yea, Heather Nicholas: Yea, Kate Pascucci: Yea, Karen Winters: Yea
Yea: 8, Nay: 0, Absent: 1

Respectfully submitted,



Carolyn J. Riley
School Board Secretary

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 3/27

SORTED BY: FUND,FUNCTION,LOCATION
TOTALED ON: FUND,FUNCTION,LOCATION
PAGE BREAKS ON: FUND

Account Number TITLE	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE REVENUE	BALANCE
10-R6111 GENERAL FUND CURRENT REAL EST-TAXES	113,798,486.00	.00	.00	61,712,280.20	52,086,205.80
10-R6112 GENERAL FUND INTERIM REAL EST-TAXES	359,700.00	.00	.00	14,874.90	344,825.10
10-R6113 GENERAL FUND PUBLIC UTIL REALTY TAX	106,258.00	.00	.00	.00	106,258.00
10-R6114 GENERAL FUND PYMNTS LIEU-CURR TAXES	.00	.00	.00	.00	.00
10-R6143 GENERAL FUND OCCUPATIONAL PRIVI TAXES	189,584.00	.00	.00	30.00	189,554.00
10-R6146 GENERAL FUND MECH-DEVICE TAXES - FLAT	6,479.00	.00	.00	2,400.00	4,079.00
10-R6149 GENERAL FUND OTHER - VALET PARKING	.00	.00	.00	.00	.00
10-R6153 GENERAL FUND REAL ESTATE XFER TAXES	2,185,673.00	.00	.00	222,858.42	1,962,814.58
10-R6155 GENERAL FUND BUSINESS PRIVILEGE TAXES	5,508,904.00	.00	.00	73,808.12	5,435,095.88
10-R6410 GENERAL FUND DELINQUENT TAXES	3,519,266.00	.00	.00	301,672.32	3,217,593.68
10-R6411 GENERAL FUND DELINQUENT TAXES-ACT 319	.00	.00	.00	.00	.00
10-R6510 GENERAL FUND INTEREST ON INVESTMENTS	2,474,171.00	.00	.00	59,290.63	2,414,880.37
10-R6695 GENERAL FUND HEAD START	.00	.00	.00	.00	.00
10-R6710 GENERAL FUND ADMISSIONS	38,086.00	.00	.00	4,587.00	33,499.00
10-R6740 GENERAL FUND FEES-PARK/LOCKER/PARTICIP	.00	.00	.00	.00	.00
10-R6820 GENERAL FUND REV-INTERMSOURCES - IDEA	.00	.00	.00	.00	.00
10-R6821 GENERAL FUND I.U. GRANTS - ACCESS	.00	.00	.00	.00	.00
10-R6831 GENERAL FUND IDEA SERVICES	600,000.00	.00	.00	.00	600,000.00
10-R6832 GENERAL FUND IDEA PASS-THROUGH	1,516,292.00	.00	.00	.00	1,516,292.00
10-R6833 GENERAL FUND ARP IDEA PASS THRU	.00	.00	.00	.00	.00
10-R6834 GENERAL FUND T.R.A.C.K. SUMMER PROG	.00	.00	.00	.00	.00
10-R6836 GENERAL FUND BELMONT INCLUSION PROGRAM	.00	.00	.00	.00	.00
10-R6837 GENERAL FUND FED CARES BCIU PASS THRU	.00	.00	.00	.00	.00
10-R6910 GENERAL FUND RENTALS	250,807.00	.00	.00	11,607.33	239,199.67
10-R6920					

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Account Number TITLE	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE REVENUE	BALANCE
GENERAL FUND CONTRIB/DONAT-PRIV SOURCE 10-R6940	.00	.00	.00	.00	.00
GENERAL FUND TUITION FROM PATRONS 10-R6943	.00	.00	.00	.00	.00
GENERAL FUND ADULT EDUCATION TUITION 10-R6944	.00	.00	.00	.00	.00
GENERAL FUND TUITION-OTHER DISTRICTS 10-R6961	420,000.00	.00	.00	.00	420,000.00
GENERAL FUND TRANSP SERV TO OTHER LEAS 10-R6962	46,818.00	.00	.00	.00	46,818.00
GENERAL FUND OTHER SERV PROV PA LEAS 10-R6970	.00	.00	.00	.00	.00
GENERAL FUND INDIRECT COST 10-R6980	.00	.00	.00	.00	.00
GENERAL FUND SWIM PROGRAM COMMUNITY 10-R6981	41,951.00	.00	.00	-70.00	42,021.00
GENERAL FUND OTHER COMMUNITY SERVICES 10-R6984	.00	.00	.00	.00	.00
GENERAL FUND COMMUNITY CTR REGISTRAT 10-R6990	.00	.00	.00	.00	.00
GENERAL FUND MISC RECEIPTS OTHER 10-R6991	.00	.00	.00	1,096.83	-1,096.83
GENERAL FUND RESTITUTION 10-R6992	.00	.00	.00	100.00	-100.00
GENERAL FUND ENERGY EFFICIENCY REV 10-R6993	.00	.00	.00	.00	.00
GENERAL FUND BUS PATROL 10-R6994	.00	.00	.00	.00	.00
GENERAL FUND REFUND OF PRIOR YR EXP 10-R6995	.00	.00	.00	.00	.00
GENERAL FUND ELECTRIC DEMAND RESPONSE 10-R6996	.00	.00	.00	.00	.00
GENERAL FUND E-RATE 10-R6997	.00	.00	.00	.00	.00
GENERAL FUND PURCH TRANSPORTATION SERV 10-R6998	.00	.00	.00	.00	.00
GENERAL FUND 21ST CENTURY COUNTY GRANT 10-R6999	.00	.00	.00	.00	.00
GENERAL FUND ROTC 10-R7110	469,990.00	.00	.00	.00	469,990.00
GENERAL FUND BASIC ED FUNDING - PDE 10-R7111	22,624,269.00	.00	.00	.00	22,624,269.00
GENERAL FUND BASIC ED FUNDING FORMULA 10-R7112	.00	.00	.00	3,223,643.00	-3,223,643.00
GENERAL FUND BASIC ED FUNDING SSR 10-R7140	.00	.00	.00	.00	.00
GENERAL FUND CHARTER SCHOOLS 10-R7160	.00	.00	.00	.00	.00
GENERAL FUND TUIT-ORPH/CHLDN-PRIV HOME	224,071.00	.00	.00	.00	224,071.00

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Account Number TITLE	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE REVENUE	BALANCE
10-R7210 GENERAL FUND HOMEBOUND INSTRUCTION	.00	.00	.00	.00	.00
10-R7220 GENERAL FUND VOCATIONAL EDUCATION	.00	.00	.00	.00	.00
10-R7240 GENERAL FUND DRIVER'S EDUCATION	.00	.00	.00	.00	.00
10-R7271 GENERAL FUND SPECIAL ED-SCH-AGED PUPIL	6,273,690.00	.00	.00	945,666.00	5,328,024.00
10-R7291 GENERAL FUND EDUCATIONALASSIST PROGRAM	.00	.00	.00	.00	.00
10-R7299 GENERAL FUND ACT 30 PRRI	.00	.00	.00	.00	.00
10-R7310 GENERAL FUND TRANSP REG & ADD'L - PDE	2,465,338.00	.00	.00	.00	2,465,338.00
10-R7311 GENERAL FUND PUPIL TRANSPORT SUBSIDY	.00	.00	.00	166,257.00	-166,257.00
10-R7312 GENERAL FUND NONPUB/CS PUPIL TRANS SUB	.00	.00	.00	.00	.00
10-R7313 GENERAL FUND IU SPED TRANSPORTATION	.00	.00	.00	.00	.00
10-R7320 GENERAL FUND RENTAL/SINKING FD PAYMTS	648,496.00	.00	.00	.00	648,496.00
10-R7330 GENERAL FUND HEALTH SERVICES	135,233.00	.00	.00	.00	135,233.00
10-R7331 GENERAL FUND NURSE SERVICES REIMB	.00	.00	.00	.00	.00
10-R7332 GENERAL FUND FEMININE HYGIENE PRODUCTS	.00	.00	.00	.00	.00
10-R7340 GENERAL FUND STATE R.E.T. REDUCT ALLOC	3,955,637.00	.00	.00	1,997,818.00	1,957,819.00
10-R7341 GENERAL FUND DO NOT USE OLD STATE RET	.00	.00	.00	.00	.00
10-R7360 GENERAL FUND SAFE SCHOOLS	245,072.00	.00	.00	.00	245,072.00
10-R7362 GENERAL FUND PCCD MENTAL HLT & SECURIT	.00	.00	.00	.00	.00
10-R7500 GENERAL FUND ACCOUNTABILITY BLK GRANT	6,024,873.00	.00	.00	.00	6,024,873.00
10-R7505 GENERAL FUND READY TO LEARN	.00	.00	.00	.00	.00
10-R7531 GENERAL FUND READY TO LEARN-FOUNDATION	.00	.00	.00	.00	.00
10-R7532 GENERAL FUND READY TO LEARN-ADEQUACY	.00	.00	.00	.00	.00
10-R7599 GENERAL FUND MISC STATE REV	.00	.00	.00	.00	.00
10-R7810 GENERAL FUND STATE SHARE SOCIAL SEC	2,810,354.00	.00	.00	678,304.39	2,132,049.61
10-R7820					

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GENERAL FUND STATE SHARE RETIREMENT 10-R8200	12,422,735.00	.00	.00	.00	12,422,735.00
GENERAL FUND UNR G-I-A FED GOV THRU PA 10-R8514	.00	.00	.00	.00	.00
GENERAL FUND TITLE I 10-R8515	1,692,836.00	.00	.00	108,783.61	1,584,052.39
GENERAL FUND TITLE IIA 10-R8516	222,881.00	.00	.00	14,997.67	207,883.33
GENERAL FUND TITLE III 10-R8517	146,114.00	.00	.00	9,178.72	136,935.28
GENERAL FUND TITLE IV 10-R8690	119,217.00	.00	.00	98,534.47	20,682.53
GENERAL FUND O RESTR FED GR THRU PA 10-R8701	.00	.00	.00	.00	.00
GENERAL FUND IDEIA/ARRA 10-R8703	.00	.00	.00	.00	.00
GENERAL FUND TI STIMULUS 10-R8704	.00	.00	.00	.00	.00
GENERAL FUND TITLE I ARRA SCH IMPROV 10-R8708	.00	.00	.00	.00	.00
GENERAL FUND FISCAL STABILIZATION-ARRA 10-R8709	.00	.00	.00	.00	.00
GENERAL FUND ARRA-EDUCATION JOBS FUND 10-R8741	.00	.00	.00	.00	.00
GENERAL FUND CARES ACT-ESSER 10-R8742	.00	.00	.00	.00	.00
GENERAL FUND GEER FUND 10-R8743	.00	.00	.00	.00	.00
GENERAL FUND ESSER II 10-R8744	.00	.00	.00	.00	.00
GENERAL FUND ARP ESSER III 10-R8747	.00	.00	.00	.00	.00
GENERAL FUND ARP ECF-EMERG CONNECTFUND 10-R8749	.00	.00	.00	.00	.00
GENERAL FUND OTHER CARES ACT FUNDING 10-R8751	.00	.00	.00	.00	.00
GENERAL FUND ARP ESSER 7%LEARNING LOSS 10-R8752	.00	.00	.00	.00	.00
GENERAL FUND ARP ESSER 7% SUMMER PROGR 10-R8753	.00	.00	.00	.00	.00
GENERAL FUND ARP ESSER 7% AFTERSCHOOL 10-R8754	.00	.00	.00	.00	.00
GENERAL FUND HOMELESS CHILDREN & YOUTH 10-R8755	.00	.00	.00	.00	.00
GENERAL FUND ARP ESSER 2.5% A-TSI 10-R8810	.00	.00	.00	.00	.00
GENERAL FUND PA ACCESS 10-R8820	752,681.00	.00	.00	.00	752,681.00
GENERAL FUND MEDICAL ASST REIMB	72,197.00	.00	.00	.00	72,197.00

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Account Number / TITLE	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE REVENUE	BALANCE
10-R9120					
GENERAL FUND PROCEEDS-REFUNDING BONDS	.00	.00	.00	.00	.00
10-R9130					
GENERAL FUND BOND ISSUE PREMIUM	.00	.00	.00	.00	.00
10-R9340					
GENERAL FUND DEBT SERVICE FUND TXFR	.00	.00	.00	.00	.00
10-R9350					
GENERAL FUND STATE SUPPORT	299,486.00	.00	.00	.00	299,486.00
10-R9400					
GENERAL FUND SALE/COMP-LOSS FIXEDASSTS	.00	.00	.00	.00	.00
10-R9920					
GENERAL FUND SPECIAL ITEMS - GAINS	.00	.00	.00	.00	.00
10-R9990					
GENERAL FUND INSURANCE RECOVERIES	.00	.00	.00	.00	.00
TOTAL LOCATION - TITLE NOT FOUND	192,667,645.00	.00	.00	69,647,718.61	123,019,926.39
TOTAL FUNCTION - TITLE NOT FOUND	192,667,645.00	.00	.00	69,647,718.61	123,019,926.39
TOTAL FUND - GENERAL FUND	192,667,645.00	.00	.00	69,647,718.61	123,019,926.39

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Account Number TITLE	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE REVENUE	BALANCE
21-R6510 STUDENT SPONSORED ACT FD INTEREST ON INVESTMENTS	.00	.00	.00	4,310.91	-4,310.91
21-R6511 STUDENT SPONSORED ACT FD BELMONT INTEREST ON INVES	.00	.00	.00	.00	.00
21-R6512 STUDENT SPONSORED ACT FD CORNWELLS INTEREST ON INV	.00	.00	.00	.00	.00
21-R6513 STUDENT SPONSORED ACT FD FAUST INTEREST ON INVESTM	.00	.00	.00	.00	.00
21-R6514 STUDENT SPONSORED ACT FD RUSH INTEREST ON INVESTME	.00	.00	.00	.00	.00
21-R6515 STUDENT SPONSORED ACT FD STRUBLE INTEREST ON INVES	.00	.00	.00	.00	.00
21-R6516 STUDENT SPONSORED ACT FD VALLEY INTEREST ON INVEST	.00	.00	.00	.00	.00
21-R6522 STUDENT SPONSORED ACT FD SHAFER INTEREST ON INVEST	.00	.00	.00	.00	.00
21-R6523 STUDENT SPONSORED ACT FD SNYDER INTEREST ON INVEST	.00	.00	.00	.00	.00
21-R6531 STUDENT SPONSORED ACT FD BHS INTERST ON INVESTMENT	.00	.00	.00	.00	.00
21-R6711 STUDENT SPONSORED ACT FD BELMONT DEPOSITS	.00	.00	.00	825.00	-825.00
21-R6712 STUDENT SPONSORED ACT FD CORNWELLS DEPOSITS	.00	.00	.00	780.00	-780.00
21-R6713 STUDENT SPONSORED ACT FD FAUST DEPOSITS	.00	.00	.00	.00	.00
21-R6714 STUDENT SPONSORED ACT FD RUSH DEPOSITS	.00	.00	.00	.00	.00
21-R6715 STUDENT SPONSORED ACT FD STRUBLE DEPOSITS	.00	.00	.00	1,156.81	-1,156.81
21-R6716 STUDENT SPONSORED ACT FD VALLEY DEPOSITS	.00	.00	.00	90.00	-90.00
21-R6722 STUDENT SPONSORED ACT FD SHAFER DEPOSITS	.00	.00	.00	.00	.00
21-R6723 STUDENT SPONSORED ACT FD SNYDER DEPOSITS	.00	.00	.00	.00	.00
21-R6731 STUDENT SPONSORED ACT FD BHS DEPOSITS	.00	.00	.00	9,499.99	-9,499.99
21-R9320 STUDENT SPONSORED ACT FD SPECIAL REVENUE FUND TRFS	.00	.00	.00	.00	.00
TOTAL LOCATION - TITLE NOT FOUND	.00	.00	.00	16,662.71	-16,662.71
TOTAL FUNCTION - TITLE NOT FOUND	.00	.00	.00	16,662.71	-16,662.71
TOTAL FUND - STUDENT SPONSORED ACT FD	.00	.00	.00	16,662.71	-16,662.71

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Account Number TITLE	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE REVENUE	BALANCE
22-R6510					
CAPITAL RESERVE INTEREST ON INVESTMENTS	.00	.00	.00	19,320.79	-19,320.79
22-R6990					
CAPITAL RESERVE MISC RECEIPTS OTHER	.00	.00	.00	.00	.00
22-R6992					
CAPITAL RESERVE ENERGY EFFICIENCY REV	.00	.00	.00	.00	.00
22-R6994					
CAPITAL RESERVE REFUND OF PRIOR YR EXP	.00	.00	.00	.00	.00
22-R7599					
CAPITAL RESERVE MISC STATE REV	.00	.00	.00	.00	.00
22-R9110					
CAPITAL RESERVE BOND ISSUE PROCEEDS-GROSS	.00	.00	.00	.00	.00
22-R9310					
CAPITAL RESERVE GENERAL FUND TRANSFERS	.00	.00	.00	.00	.00
22-R9400					
CAPITAL RESERVE SALE/COMP-LOSS FIXEDASSTS	.00	.00	.00	.00	.00
22-R9500					
CAPITAL RESERVE CAPITAL CONTRIBUTIONS	.00	.00	.00	.00	.00
22-R9920					
CAPITAL RESERVE SPECIAL ITEMS - GAINS	.00	.00	.00	.00	.00
22-R9990					
CAPITAL RESERVE INSURANCE RECOVERIES	.00	.00	.00	.00	.00
TOTAL LOCATION - TITLE NOT FOUND	.00	.00	.00	19,320.79	-19,320.79
TOTAL FUNCTION - TITLE NOT FOUND	.00	.00	.00	19,320.79	-19,320.79
TOTAL FUND - CAPITAL RESERVE	.00	.00	.00	19,320.79	-19,320.79

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Account Number TITLE	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE REVENUE	BALANCE
31-R6510 BOND FUND INTEREST ON INVESTMENTS	.00	.00	.00	.00	.00
31-R6530 BOND FUND REAL/UNREAL G/L INVEST	.00	.00	.00	.00	.00
31-R6990 BOND FUND MISC RECEIPTS OTHER	.00	.00	.00	.00	.00
31-R6999 BOND FUND ROTC	.00	.00	.00	.00	.00
31-R7599 BOND FUND MISC STATE REV	.00	.00	.00	.00	.00
31-R9120 BOND FUND PROCEEDS-REFUNDING BONDS	.00	.00	.00	.00	.00
31-R9920 BOND FUND SPECIAL ITEMS - GAINS	.00	.00	.00	.00	.00
TOTAL LOCATION - TITLE NOT FOUND	.00	.00	.00	.00	.00
TOTAL FUNCTION - TITLE NOT FOUND	.00	.00	.00	.00	.00
TOTAL FUND - BOND FUND	.00	.00	.00	.00	.00

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Account Number TITLE	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE REVENUE	BALANCE
32-R6510					
2025 BOND FUND INTEREST ON INVESTMENTS	.00	.00	.00	95,214.28	-95,214.28
32-R9110					
2025 BOND FUND BOND ISSUE PROCEEDS-GROSS	.00	.00	.00	.00	.00
32-R9120					
2025 BOND FUND PROCEEDS-REFUNDING BONDS	.00	.00	.00	.00	.00
32-R9130					
2025 BOND FUND BOND ISSUE PREMIUM	.00	.00	.00	.00	.00
TOTAL LOCATION - TITLE NOT FOUND	.00	.00	.00	95,214.28	-95,214.28
TOTAL FUNCTION - TITLE NOT FOUND	.00	.00	.00	95,214.28	-95,214.28
TOTAL FUND - 2025 BOND FUND	.00	.00	.00	95,214.28	-95,214.28

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Account Number TITLE	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE REVENUE	BALANCE
51-R6510 FOOD SERVICES INTEREST ON INVESTMENTS	.00	.00	.00	18,480.51	-18,480.51
51-R6610 FOOD SERVICES DAILY SALES	.00	.00	.00	.00	.00
51-R6611 FOOD SERVICES DAILY SALES - BELMONT	.00	.00	.00	20.00	-20.00
51-R6612 FOOD SERVICES DAILY SALES - CORNWELLS	.00	.00	.00	60.00	-60.00
51-R6613 FOOD SERVICES DAILY SALES - FAUST	.00	.00	.00	.00	.00
51-R6614 FOOD SERVICES DAILY SALES - RUSH	.00	.00	.00	.00	.00
51-R6615 FOOD SERVICES DAILY SALES - STRUBLE	.00	.00	.00	70.00	-70.00
51-R6616 FOOD SERVICES DAILY SALES - VALLEY	.00	.00	.00	70.00	-70.00
51-R6622 FOOD SERVICES DAILY SALES - SHAFER	.00	.00	.00	65.00	-65.00
51-R6623 FOOD SERVICES DAILY SALES - SNYDER	.00	.00	.00	25.00	-25.00
51-R6630 FOOD SERVICES SPECIAL FUNCTIONS	.00	.00	.00	2,202.82	-2,202.82
51-R6631 FOOD SERVICES DAILY SALES - HS A/B	.00	.00	.00	10.00	-10.00
51-R6690 FOOD SERVICES OTHER FOOD SERVICE REV	.00	.00	.00	.00	.00
51-R6691 FOOD SERVICES VENDING	.00	.00	.00	.00	.00
51-R6692 FOOD SERVICES ALA CARTE	.00	.00	.00	.00	.00
51-R6693 FOOD SERVICES ADULT SALES	.00	.00	.00	.00	.00
51-R6694 FOOD SERVICES COCA COLA	.00	.00	.00	.00	.00
51-R6695 FOOD SERVICES HEAD START	.00	.00	.00	.00	.00
51-R6696 FOOD SERVICES REBATES	.00	.00	.00	.00	.00
51-R6697 FOOD SERVICES SUMMER FEEDING PROGRAM	.00	.00	.00	.00	.00
51-R7112 FOOD SERVICES BASIC ED FUNDING SSR	.00	.00	.00	.00	.00
51-R7600 FOOD SERVICES REV-MILK/LUN/BRKFST PGMS	.00	.00	.00	.00	.00
51-R7810 FOOD SERVICES STATE SHARE SOCIAL SEC	.00	.00	.00	.00	.00
51-R7820 FOOD SERVICES STATE SHARE RETIREMENT	.00	.00	.00	.00	.00
51-R8531					

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Account Number TITLE	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE REVENUE	BALANCE
FOOD SERVICES SUBS-MILK/LUN/BRKFST PROG 51-R8533	.00	.00	.00	116,350.95	-116,350.95
FOOD SERVICES VALUE OF DONATED COMM 51-R8690	.00	.00	.00	.00	.00
FOOD SERVICES O RESTR FED GR THRU PA 51-R9310	.00	.00	.00	.00	.00
FOOD SERVICES GENERAL FUND TRANSFERS 51-R9400	.00	.00	.00	.00	.00
FOOD SERVICES SALE/COMP-LOSS FIXEDASSTS	.00	.00	.00	.00	.00
TOTAL LOCATION - TITLE NOT FOUND	.00	.00	.00	137,354.28	-137,354.28
TOTAL FUNCTION - TITLE NOT FOUND	.00	.00	.00	137,354.28	-137,354.28
TOTAL FUND - FOOD SERVICES	.00	.00	.00	137,354.28	-137,354.28
TOTAL REPORT	192,667,645.00	.00	.00	69,916,270.67	122,751,374.33

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FUND - 10 - GENERAL FUND

FUNCTION	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
1100	INSTRUCTION	17,673,059.57	1,167,166.40	3,551,427.26	3,528,421.94	10,593,210.37	40.06
1111	KINDERGARTEN	1,579,934.00	111,883.04	.00	428,629.48	1,151,304.52	27.13
1120	ELEMENTARY SCHOOLS	191,538.75	8,404.14	42,377.80	11,844.59	137,316.36	28.31
1121	GRADE 1	1,640,152.00	102,655.88	.00	400,172.63	1,239,979.37	24.40
1122	GRADE 2	2,002,178.00	100,548.09	.00	391,638.21	1,610,539.79	19.56
1123	GRADE 3	1,734,158.00	98,819.06	.00	381,586.55	1,352,571.45	22.00
1124	GRADE 4	1,640,471.00	95,277.07	.00	363,721.11	1,276,749.89	22.17
1125	GRADE 5	1,553,522.00	111,709.70	.00	428,344.61	1,125,177.39	27.57
1126	GRADE 6	1,457,565.48	64,535.30	.00	275,649.02	1,181,916.46	18.91
1129	ELEMENTARY SPECIALISTS	2,440,536.20	117,690.08	.00	467,063.80	1,973,472.40	19.14
1130	MIDDLE SCHOOLS	73,122.04	4,309.47	12,045.32	4,800.97	56,275.75	23.04
1131	ENGLISH	1,382,421.00	56,298.36	.00	223,295.03	1,159,125.97	16.15
1132	MATHEMATICS	1,112,061.00	52,564.90	.00	203,148.59	908,912.41	18.27
1133	SCIENCE	346,450.00	31,132.09	.00	113,631.72	232,818.28	32.80
1134	SOCIAL STUDIES	750,275.00	37,738.39	.00	137,476.44	612,798.56	18.32
1135	OTHER	1,550,208.22	109,533.25	.00	431,918.31	1,118,289.91	27.86
1150	HIGH SCHOOL	52,195.00	.00	15,726.85	.00	36,468.15	30.13
1151	ENGLISH	1,736,901.00	82,574.67	1,678.09	335,602.05	1,399,620.86	19.42
1152	MATHEMATICS	1,667,943.50	87,317.17	905.72	340,098.31	1,326,939.47	20.44
1153	SCIENCE	1,704,585.50	71,031.96	12,970.16	265,034.36	1,426,580.98	16.31
1154	SOCIAL STUDIES	1,572,878.00	71,067.05	.00	302,033.07	1,270,844.93	19.20
1155	OTHER	568,141.98	205,550.91	.00	831,244.31	-263,102.33	146.31
1156	INDUSTRIAL ARTS	12,775.00	.00	6,862.75	.00	5,912.25	53.72
1157	BUSINESS / COMPUTER	1,105,141.50	.00	.00	.00	1,105,141.50	.00
1158	MUSIC	486,364.60	.00	7,017.47	.00	479,347.13	1.44
1161	WELLNESS / FITNESS	525,069.00	.00	3,781.52	.00	521,287.48	.72

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 3/27

FUND - 10 - GENERAL FUND

FUNCTION	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
1163	WORLD LANGUAGES	648,155.00	.00	642.15	.00	647,512.85	.10
1164	FAM CONS SCIENCE (BHS)	217,357.15	2,340.14	.00	2,340.14	215,017.01	1.08
1165	ART (BHS)	258,324.00	.00	.00	.00	258,324.00	.00
1166	OWL TV NETWORK	9,855.00	.00	.00	.00	9,855.00	.00
1181	INSTRUCTIONAL SUPPORT	822,828.71	8,573.27	.00	28,011.81	794,816.90	3.40
1182	READING	.00	28,303.12	.00	111,935.81	-111,935.81	.00
1183	ESOL	1,956,542.55	114,707.06	.00	436,433.87	1,520,108.68	22.31
1188	CLASSROOM INST AIDES	.00	10,876.72	.00	66,321.45	-66,321.45	.00
1190	OTHER EDUCATIONAL PROGRA	427,218.00	41,482.97	25,828.01	89,706.26	311,683.73	27.04
1191	EDUC ASSISTANCE PROGRAM	.00	.00	.00	.00	.00	.00
1199	OTHER INSTRUCTION	21,877,463.10	.00	.00	.00	21,877,463.10	.00
1200	SPECIAL EDUCATION	2,247,175.00	.00	.00	.00	2,247,175.00	.00
1210	SPECIAL EDUCATION SUPER	500.00	.00	.00	.00	500.00	.00
1211	LIFE SKILLS SUPPORT	813,685.79	31,018.82	1,000.00	121,694.03	690,991.76	15.08
1231	EMOTIONAL SUPPORT	1,142,792.51	48,323.11	1,000.00	181,606.37	960,186.14	15.98
1233	AUTISTIC SUPPORT	4,563,258.08	143,452.77	16,317.75	493,968.63	4,052,971.70	11.18
1241	LEARNING SUPPORT	7,322,151.10	357,188.91	17,188.57	1,375,629.21	5,929,333.32	19.02
1243	GIFTED SUPPORT	789,089.00	63,797.60	3,504.44	226,933.77	558,650.79	29.20
1290	OTHER SPECIAL PROGRAMS	23,268,633.72	955,020.52	15,177,832.96	3,031,705.00	5,059,095.76	78.26
1291	IDEA	1,585,965.00	.00	.00	.00	1,585,965.00	.00
1292	ACCESS IU	350,000.00	.00	.00	.00	350,000.00	.00
1293	ACCESS PA	10,200.00	.00	.00	.00	10,200.00	.00
1299	SPECIAL PGMS OTHER SUPP	9,991,849.04	.00	.00	.00	9,991,849.04	.00
1390	OTHER VOCATIONAL ED PROG	4,880,287.00	.00	.00	1,080,668.81	3,799,618.19	22.14
1430	HOMEBOUND INSTRUCTION	22,050.00	.00	5,000.00	-399.54	17,449.54	20.86

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 3/27

FUND - 10 - GENERAL FUND

FUNCTION	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
1441	INCARCERATED EDUCATION	22,000.00	.00	.00	.00	22,000.00	.00
1450	TUTORING PROGRAMS	.00	.00	.00	.00	.00	.00
1490	OTHER INTRUCTIONAL PROG	385,850.00	.00	.00	.00	385,850.00	.00
1499	ADDIITONAL OTHER INST PG	.00	.00	.00	.00	.00	.00
1500	NONPUB SCH PROGS INSTR	.00	.00	1,491.01	1,041.00	-2,532.01	.00
2100	SUPPORT SERV PUPIL PERS	7,500.00	.00	.00	2,473.25	5,026.75	32.98
2110	SUPER OF PUPIL PERS SERV	900.00	.00	.00	.00	900.00	.00
2111	SUPERVISION STU SERV HEA	12,250.00	.00	5,000.00	.00	7,250.00	40.82
2120	GUIDANCE SERVICES	1,448,312.50	104,902.35	.00	334,980.15	1,113,332.35	23.13
2122	COUNSELING SERVICES	.00	1,498.00	.00	2,946.00	-2,946.00	.00
2130	ATTENDANCE SERVICES	104,922.00	3,761.58	.00	13,248.34	91,673.66	12.63
2140	PSYCHOLOGICAL SERVICES	1,339,986.80	65,102.52	.00	410,441.37	929,545.43	30.63
2141	IDEA PSYCH SERVICES	.00	.00	.00	.00	.00	.00
2160	SOCIAL WORK	441,127.00	15,027.02	.00	61,284.17	379,842.83	13.89
2170	STUDENT ACCOUNTING SERV	172,064.00	9,045.54	.00	61,858.15	110,205.85	35.95
2190	OTHER STUDENT SERVICES	139,738.00	1,601.73	.00	31,171.49	108,566.51	22.31
2199	OTHER STUDENT SERV	2,197,340.78	.00	.00	.00	2,197,340.78	.00
2200	STAFF SUPPORT SERV	3,000.00	.00	.00	13,851.58	-10,851.58	461.72
2241	COMPR-ASSIST INSTR SUPPD	1,763,879.73	118,320.50	279,605.24	809,329.34	674,945.15	61.74
2250	SCHOOL LIBRARY SERVICES	624,003.72	19,351.75	6,683.12	96,658.57	520,662.03	16.56
2260	INSTR & CURRIC DEVEL	1,486,522.92	77,004.48	.00	431,105.28	1,055,417.64	29.00
2261	INSTR & CURR - SPED	893,843.75	45,808.05	.00	279,945.67	613,898.08	31.32
2270	INSTRUCTIONAL STAFF DEVE	428,901.00	8,795.18	16,606.95	162,379.78	249,914.27	41.73
2271	INSTRUCT STAFF DEV SERV	3,000.00	.00	.00	90.00	2,910.00	3.00
2280	NON-PUBLIC SUPPORT SERV	.00	32,623.07	20,418.06	32,623.07	-53,041.13	.00
2299	OTHER INSTR STAFF SERV	2,207,299.54	.00	.00	.00	2,207,299.54	.00

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 3/27

FUND - 10 - GENERAL FUND

FUNCTION	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
2300	BOARD SERVICES	.00	.00	.00	.00	.00	.00
2310	BOARD SERVICES	90,750.00	664.27	.00	4,045.39	86,704.61	4.46
2320	BOARD TREASURER SERVICES	.00	.00	.00	.00	.00	.00
2330	TAX ASSESS & COLLECT SER	612,226.38	2,070.19	5,750.00	52,236.60	554,239.78	9.47
2350	LEGAL SERVICES	180,000.00	8,004.50	20,000.00	99,942.88	60,057.12	66.63
2360	OFFICE OF THE SUPER	445,133.78	11,299.03	.00	82,748.96	362,384.82	18.59
2380	OFFICE OF PRINCIPAL SERV	4,010,100.64	200,330.69	10,206.64	1,278,532.60	2,721,361.40	32.14
2390	OTHER ADMINISTRATION SER	20,221.00	.00	.00	.00	20,221.00	.00
2399	OTHER ADMIN SERVICES	2,768,241.26	.00	.00	.00	2,768,241.26	.00
2420	MEDICAL SERVICES	10,500.00	.00	5,000.00	.00	5,500.00	47.62
2430	DENTAL SERVICES	3,500.00	.00	2,000.00	.00	1,500.00	57.14
2440	NURSING SERVICES	1,278,192.86	34,751.88	32,251.35	131,082.36	1,114,859.15	12.78
2499	OTHER HEALTH SERVICES	751,933.34	.00	.00	.00	751,933.34	.00
2510	FISCAL SERVICES	.00	.00	.00	.00	.00	.00
2511	SUPERVISION FISCAL SERV	350,106.89	20,702.23	2,207.75	108,815.44	239,083.70	31.71
2515	FINANCIAL ACCOUNTING SER	464,941.15	20,352.40	.00	125,147.82	339,793.33	26.92
2540	PRINT PUB & DUPL SERV	83,447.60	1,598.18	1,984.00	9,039.63	72,423.97	13.21
2599	OTHER SUPP SERV BUSINESS	501,313.76	.00	.00	.00	501,313.76	.00
2600	OPER & MAINT PLANT SERV	.00	.00	.00	.00	.00	.00
2611	SUPER OPER MAINT PLANT	.00	7,624.00	.00	45,756.79	-45,756.79	.00
2619	SUPER OPER MNT PLANT OTH	265,286.96	34,197.01	.00	71,017.47	194,269.49	26.77
2621	OPER BUILDING SERV CUST	2,957,768.23	182,486.14	33,437.70	918,155.76	2,006,174.77	32.17
2622	OPER BUILDING SERV MECH	1,313,811.84	89,029.23	197,947.45	300,291.95	815,572.44	37.92
2630	CARE UPKEEP GROUNDS SERV	556,641.76	18,556.84	43,158.17	77,261.10	436,222.49	21.63
2660	SECURITY SERVICES	324,701.90	.00	374,857.07	.00	-50,155.17	115.45

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 3/27

FUND - 10 - GENERAL FUND

FUNCTION	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
2690	UTILITIES	2,056,416.46	148,492.48	1,024,366.26	320,819.03	711,231.17	65.41
2699	OTHER OPER & MAINT SERV	2,391,055.96	.00	.00	.00	2,391,055.96	.00
2700	STUDENT TRANSPORATION	154,498.67	.00	.00	.00	154,498.67	.00
2710	SUPER STUDENT TRANSP SER	.00	.00	.00	.00	.00	.00
2719	SUPER STU TRANS SERV O	475,954.82	58,360.33	5,214.00	112,133.46	358,607.36	24.66
2720	VEHICLE OPERATION SERV	3,244,912.63	41,271.80	.00	242,920.50	3,001,992.13	7.49
2730	MONITORING SERVICES	947,641.47	3,001.34	.00	104,242.89	843,398.58	11.00
2740	VEHICLE SERV MAINT SERV	1,245,237.28	77,206.09	269,493.59	167,964.94	807,778.75	35.13
2745	MACHINERY SERVICING	.00	.00	.00	.00	.00	.00
2790	OTHER STUDENT TRANSP SER	850,500.00	.00	.00	.00	850,500.00	.00
2799	OTHER STU TRANS SERV	2,803,050.58	.00	143,287.00	12,713.00	2,647,050.58	5.57
2800	SUPPORT SERV CENTRAL	1,500.00	.00	.00	.00	1,500.00	.00
2823	PUBLIC INFORMATION SVCS	4,625.00	.00	.00	.00	4,625.00	.00
2830	PERSONNEL SERVICES	.00	.00	.00	.00	.00	.00
2831	SUPER STAFF SERV HEAD	179,383.00	25,010.53	.00	48,419.13	130,963.87	26.99
2832	RECRUITMENT PLACEMENT SE	391,118.67	12,664.11	28,059.25	76,875.86	286,183.56	26.83
2899	OTHER SUPP SERV CENTRAL	286,474.88	.00	.00	.00	286,474.88	.00
2900	FRINGEB & OTHER SUPP SER	484,907.25	116,320.00	.00	268,911.60	215,995.65	55.46
3100	FOOD SERVICES	.00	.00	.00	.00	.00	.00
3200	STUDENT ACTIVITIES	904,264.00	21,718.99	1,946.00	84,039.84	818,278.16	9.51
3210	FOOTBALL	68,905.00	702.70	.00	11,107.70	57,797.30	16.12
3211	COMMENCEMENT	.00	.00	.00	-1,721.95	1,721.95	.00
3212	SWIMMING	8,000.00	.00	.00	.00	8,000.00	.00
3214	BASKETBALL - MEN	19,000.00	.00	.00	.00	19,000.00	.00
3215	BASKETBALL - WOMEN	11,350.00	.00	.00	300.00	11,050.00	2.64
3216	WRESTLING	11,000.00	.00	.00	.00	11,000.00	.00

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 3/27

FUND - 10 - GENERAL FUND

FUNCTION	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
3218	INDOOR TRACK	2,500.00	.00	.00	.00	2,500.00	.00
3220	SOCCER - MEN	7,000.00	.00	.00	6,000.00	1,000.00	85.71
3221	SOCCER - WOMEN	5,000.00	.00	.00	4,000.00	1,000.00	80.00
3222	BASEBALL	8,500.00	.00	.00	.00	8,500.00	.00
3223	SOFTBALL	11,250.00	.00	.00	.00	11,250.00	.00
3224	LACROSSE	5,250.00	.00	.00	.00	5,250.00	.00
3225	FIELD HOCKEY	4,450.00	.00	.00	4,000.00	450.00	89.89
3226	TRACK - MEN	11,500.00	.00	.00	.00	11,500.00	.00
3227	TRACK - WOMEN	11,500.00	.00	.00	.00	11,500.00	.00
3228	TENNIS	1,000.00	1,037.68	.00	1,037.68	-37.68	103.77
3229	CROSS COUNTRY	3,350.00	420.00	420.00	1,780.00	1,150.00	65.67
3230	VOLLEYBALL	11,250.00	.00	.00	4,000.00	7,250.00	35.56
3231	GOLF	8,500.00	.00	634.19	.00	7,865.81	7.46
3232	CHEERLEADERS	2,100.00	285.75	541.15	285.75	1,273.10	39.38
3233	BOWLING	4,500.00	.00	.00	.00	4,500.00	.00
3234	OTHER FALL SPORTS	.00	.00	.00	.00	.00	.00
3235	GIRLS FLAG FOOTBALL	1,000.00	.00	.00	.00	1,000.00	.00
3236	OTHER WINTER SPORTS	.00	.00	.00	.00	.00	.00
3238	OTHER SPRING SPORTS	.00	.00	.00	.00	.00	.00
3240	MURAL ARTS	250.00	.00	.00	.00	250.00	.00
3250	MARCHING BAND	14,000.00	.00	4,500.00	.00	9,500.00	32.14
3252	DRUM LINE / COLOR GUARD	.00	.00	.00	.00	.00	.00
3254	OTHER INSTRUMENTAL	1,000.00	.00	.00	.00	1,000.00	.00
3256	CHORAL GROUPS	500.00	.00	.00	.00	500.00	.00
3258	DRAMA PRESENTATIONS	.00	.00	.00	.00	.00	.00

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 3/27

FUND - 10 - GENERAL FUND

FUNCTION	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
3270	STUDENT GOVERNMENT	750.00	.00	.00	.00	750.00	.00
3272	STUDENT OF THE MONTH	1,500.00	.00	.00	.00	1,500.00	.00
3274	HONOR SOCIETY	500.00	.00	.00	.00	500.00	.00
3276	OTHER SERVICE CLUBS	5,000.00	.00	.00	.00	5,000.00	.00
3277	BHS DEBATE	.00	.00	.00	.00	.00	.00
3278	ROBOTICS	.00	.00	.00	.00	.00	.00
3280	ALL OTHER ACTIVITIES	35,000.00	.00	.00	.00	35,000.00	.00
3299	STUDENTBODY ACTIVITY ACC	310,223.00	.00	.00	.00	310,223.00	.00
3300	COMM SERV/PARENT INVOLVE	.00	3,070.94	5,279.27	3,070.94	-8,350.21	.00
3301	SWIMMING PROGRAM	125,000.00	4,344.29	.00	35,814.53	89,185.47	28.65
3302	SAFETY SERVICES	.00	.00	.00	.00	.00	.00
3399	OTHER COMMUNITY SERV	52,689.00	.00	.00	.00	52,689.00	.00
4200	EXISTING SITE IMPROVSERV	.00	.00	.00	.00	.00	.00
5110	DEBT SERVICE	8,119,189.00	.00	.00	73,636.58	8,045,552.42	.91
5130	BASIC ED FUND REVISION	.00	.00	.00	8,750.00	-8,750.00	.00
5230	CAPITAL PROJ FUND TRANSF	.00	.00	.00	.00	.00	.00
5250	FOOD SERV FUND TRANSFERS	.00	.00	.00	.00	.00	.00
5251	FOOD SERV TRANSFERS	.00	.00	.00	.00	.00	.00
5800	SUSPENSE ACCOUNT	.00	14,891.16	211,687.57	3,363,737.64	-3,575,425.21	.00
5900	BUDGETARY RESERVE	9,587,861.00	.00	.00	.00	9,587,861.00	.00
TOTAL	GENERAL FUND	195,328,195.85	6,256,198.54	21,657,139.61	28,116,251.80	145,554,804.44	25.48

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 3/27

FUND - 21 - STUDENT SPONSORED ACT FD

FUNCTION	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
3200	STUDENT ACTIVITIES	.00	1,847.36	.00	57,162.43	-57,162.43	.00
TOTAL	STUDENT SPONSORED ACT FD	.00	1,847.36	.00	57,162.43	-57,162.43	.00

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 3/27

FUND - 22 - CAPITAL RESERVE

FUNCTION	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
1100	INSTRUCTION	.00	.00	.00	17,951.57	-17,951.57	.00
1158	MUSIC	.00	.00	.00	.00	.00	.00
2241	COMPR-ASSIST INSTR SUPPD	.00	.00	.00	.00	.00	.00
2621	OPER BUILDING SERV CUST	.00	.00	.00	.00	.00	.00
2630	CARE UPKEEP GROUNDS SERV	.00	.00	.00	.00	.00	.00
2700	STUDENT TRANSPORATION	.00	.00	.00	.00	.00	.00
2720	VEHICLE OPERATION SERV	.00	.00	.00	.00	.00	.00
2740	VEHICLE SERV MAINT SERV	.00	.00	.00	.00	.00	.00
3200	STUDENT ACTIVITIES	.00	.00	.00	.00	.00	.00
3216	WRESTLING	.00	.00	.00	.00	.00	.00
4100	SITEACQUSERV-ORIG&ADDNTL	.00	.00	.00	.00	.00	.00
4200	EXISTING SITE IMPROVSERV	.00	.00	.00	.00	.00	.00
4400	ARCH&ENGIN-SERV-IMPROV	.00	.00	.00	.00	.00	.00
4600	EXISTING-BUILD-IMPROVSER	.00	.00	.00	.00	.00	.00
TOTAL	CAPITAL RESERVE	.00	.00	.00	17,951.57	-17,951.57	.00

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 3/27

FUND - 32 - 2025 BOND FUND

FUNCTION	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
2390	OTHER ADMINISTRATION SER	.00	.00	.00	.00	.00	.00
2600	OPER & MAINT PLANT SERV	.00	.00	.00	.00	.00	.00
2619	SUPER OPER MNT PLANT OTH	.00	4,482.00	.00	14,940.00	-14,940.00	.00
2660	SECURITY SERVICES	.00	.00	.00	.00	.00	.00
4400	ARCH&ENGIN-SERV-IMPROV	.00	.00	.00	.00	.00	.00
4600	EXISTING-BUILD-IMPROVSER	.00	.00	37,270.00	.00	-37,270.00	.00
5110	DEBT SERVICE	.00	.00	.00	.00	.00	.00
TOTAL	2025 BOND FUND	.00	4,482.00	37,270.00	14,940.00	-52,210.00	.00

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 3/27

FUND - 51 - FOOD SERVICES

FUNCTION	- - - - - TITLE - - - - -	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
2511	SUPERVISION FISCAL SERV	.00	.00	.00	.00	.00	.00
2621	OPER BUILDING SERV CUST	.00	.00	.00	.00	.00	.00
2690	UTILITIES	.00	.00	.00	.00	.00	.00
3100	FOOD SERVICES	.00	114,040.52	1,283,877.94	290,483.07	-1,574,361.01	.00
TOTAL	FOOD SERVICES	.00	114,040.52	1,283,877.94	290,483.07	-1,574,361.01	.00
TOTAL REPORT		195,328,195.85	6,376,568.42	22,978,287.55	28,496,788.87	143,853,119.43	26.35

Book	Policy Manual
Section	200 Pupils
Title	Dress and Grooming
Code	221 Vol I 2026
Status	

Purpose BC added Guideline back in. PSBA updated to reflect CROWN Act recently passed. 4/2026

The Board recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference.

Authority

The Board has the authority to impose limitations on students' dress in school. The Board will not interfere with the right of students and their parents/guardians to make decisions regarding their appearance, except when their choices disrupt the educational program of the schools or affect the ~~constitute a~~ health ~~or~~ **and** safety ~~hazard~~ **of others**. ~~Where student dress may constitute student expression, Policy 200 on student expression shall apply.~~[1][2]

The Board directs compliance with Board policy and law prohibiting discrimination, including but not limited to protections addressing:[3][4]

1. **Protective hairstyles, including but not limited to hairstyles such as locs, braids, twists, coils, Bantu knots, afros and extensions.**
2. **Religious creed including head covering and hairstyles historically associated with religious creeds.**

{ } The Board may require students to wear standard dress or uniforms, which may be required district-wide or by individual schools.[1][2]

Students may be required to wear certain types of clothing while participating in physical education classes, technical education, extracurricular activities or other situations where special attire may be required to ensure the health or safety of the student.[2]

The Board directs district staff to support students experiencing educational instability by waiving penalties related to a delay in compliance with Board policy or school rules related to dress and grooming.[5]

Delegation of Responsibility

~~Each building principal or designee shall be responsible for informing all students and their parents/guardians of the student dress code at the beginning of the school year and any revisions to the dress code made during the school year.~~

The building principal or designee shall be responsible to monitor student dress and grooming, and to enforce Board policy and school rules governing student dress and grooming.

The Superintendent or designee shall ensure that all school rules implementing this policy impose only the minimum necessary restrictions on the exercise of the student's taste and individuality.[2]

Staff members shall be instructed to demonstrate, by example, positive attitudes ~~toward neatness, cleanliness, propriety, modesty, and good sense in attire and appearance~~ **and compliance with Board policy and school rules related to dress and grooming.[6]**

Guidelines This entire section is in our current policy but removed from the draft?

A student's dress, grooming and appearance, including hair style/color, jewelry, make-up, and nails shall:

1. Be safe, appropriate and not disrupt or interfere with the educational process.
2. Recognize that extremely brief garments such as tube tops, net tops, halter tops, spaghetti straps, plunging necklines, front and/or back, and see-through garments are not acceptable. Neither are mini-skirts, muscle shirts, midriff baring blouses or clothes intended for the bedroom, or any garment with writing on the derrierre.
3. Ensure that underwear is completely covered with outer clothing.
4. Include footwear at all times. Due to steps and outdoor recesses, footwear that is a safety hazard will not be allowed, such as sneakers with skates, slippers at all levels and flip flops at the elementary and middle school level.
5. Not include the wearing of hats, bandanas and other headwear in the classroom except for a medical or religious purpose. Sweatbands are not acceptable on any part of the body.
6. Exclude gloves being worn during school hours
7. Not include items that are vulgar, obscene, libelous, or denigrate others on account of race, color, religion, creed, national origin, gender, sexual orientation or disability; that promote alcohol or drug use of violence; or that are otherwise contrary to the school's educational mission.
8. Not promote and/or endorse the use of alcohol, tobacco or illegal drugs and/or encourage other illegal or violent activities.
9. Exclude chains on wallets, spikes on clothing or collars.

It is recognized that not all situations and conditions can possibly be covered by a dress code. Therefore, the principals of the building must reserve the right to evaluate all items relative to school dress, so that an educational atmosphere is maintained which fosters and promotes effective and efficient learning for all students.

Students who violate the student dress code shall be required to modify their appearance by covering or removing the offending item, and if necessary or practical, replacing it with an acceptable item. Any student who refuses to do so shall be subject to discipline, up to and including in-school suspension for the day. Any student who repeatedly fails to comply with the dress code shall be subject to further discipline, up to and including expulsion.[5][6]

Notwithstanding anything herein to the contrary, the District shall respect the procedures and substantive rights of disabled students in its efforts to ensure an appropriate atmosphere conducive to teaching and learning in the schools to all students.

NOTE:

If district has three (3) employee sections, remember to change the policy cites in the policy and references.

PSBA Revision 3/26 © 2026 PSBA

Legal

1. 24 P.S. 1317.3
2. 22 PA Code 12.11
3. 43 P.S. 951 et seq
4. Pol. 103
5. Pol. 251
6. Pol. 325

Last Modified by Carolyn J Riley on April 15, 2026

Holy Family
UNIVERSITY

Educational Partnership Agreement

Between

Holy Family University and

Bensalem Township School District

Purpose **DATE: July 2026**

• Whereas both organizations share a common commitment to educating students by empowering them to assume life-long responsibilities to society and self in order to become well-rounded, life-long learners; and

• Whereas both organizations strive to educate and nurture students to develop their potential as responsible citizens of integrity through personal growth, learning, and service to others;

• Bensalem Township School District and Holy Family University agree to enter into an Educational Partnership Agreement (EPA) so that both institutions can continue to advance their shared institutional mission, core values, and beliefs.

Admissions and Scholarship Agreement

Holy Family University (HFU) and Bensalem High School (BHS) enter into this Admissions and Scholarship Agreement (ASA) to facilitate the seamless enrollment of their students to HFU upon earning their high school diploma.

HFU will guarantee admission and a four-year renewable scholarship to graduates of BHS who enroll full-time at HFU within one year of high school graduation.

> To qualify the student must have a 2.50 GPA (on a 4.00 scale). Students who meet these criteria will receive at minimum a $19,000 four-year award with a total value of $76,000 with a **maximum award of $25,000 with a total value of $100,000 (awards for fall 2026).**
>
> The student must maintain an appropriate, pre-determined GPA based on the value of the scholarship in order to renew annually. The award can only be received for four years in total. The HFU Scholarship is not transferrable to other institutions.

In accordance with the terms and conditions of this Admissions and Scholarship Agreement, HFU will:

1. Provide personal admissions advisement for students and parents;

2. Provide general college search and financial aid information to students and parents;

In accordance with the terms and conditions of this Admissions and Scholarship Agreement, Bensalem High School will:

1. Publicize the agreement to the students and parents;

2. Provide access for HFU Admissions representatives to visit BHS and meet with prospective students including at least one Instant Decision Day.

Academic Programs

- HFU will provide a list of eligible courses for BHS students to take at HFU's campus. BHS students will be charged an agreed-upon price of **$300 per course**. Students are responsible for any additional course and book fees.

BHS students will not be limited in the number of classes they take at HFU. Students who earn a C or higher will be awarded college credit. BHS will promote these classes as part of class registration. BHS will assist their students in completing HFU's dual enrollment application and process. BHS has full discretion on which students are eligible to take these classes (including quality students not yet in their designated year). Classes for each year will be confirmed the previous January.

Collaboration

- HFU will provide possible career readiness and financial literacy sessions for BHS students and families in conjunction with HFU's Career Development Center.
- HFU will provide athletic, career, and academic panels to expose BHS students and families to career pathways and opportunities as agreed upon with at least 4 months' notice, facilitated by HFU faculty and experts.
- HFU and BHS will explore partnerships with eSports and opportunities to host BHS competitions at HFU's facilities.
- Bensalem Township School District (BTSD) will host HFU masters in counseling students for practica and internships.
- BTSD will host HFU education students (undergraduate and masters level) for student observations, practica, and student teaching.
- Shared facilities usage will continue under other agreements already in place.

Bensalem Township School District Educational Discount:
As part of this agreement, Holy Family University will offer up to a **15% tuition reduction** for qualifying programs for employees associated with the Bensalem Township School District.

All educational programs are eligible for a discount, with the exception of:

- Applied Computer Science
- Business Analytics
- Cybersecurity and IT Management
- Cybersecurity Administration
- Healthcare Administration

- Nutrition
- Professional Sales and Marketing
- Radiological Science (AS) only
- Supply Chain Management
- Doctor of Psychology in Counseling Psychology (Psy.D.)

Educational programs that could be most beneficial:

- Master of Education General
    - Social, Emotional, Behavioral Wellness Endorsement
    - Autism Endorsement
    - AI Endorsement
- M.Ed. Education Leadership w/Principal Certification
    - Principal Certification Only
- M.Ed. Reading Specialist
    - Reading Specialist Certification Only
- M.Ed. Initial Certification – Special Education (Pre K-12)
- M.Ed. Special Education Add on Certification (Pre K-12)
    - Special Education Certification Only
- M.Ed. Special Education Advanced Practice w/Autism Endorsement
- M.Ed. TESOL w/ESL Certification
    - ESL Program Specialist Cert Only
- M.Ed. Initial Certification –Early Elementary Education (Pre K-4)*
- M.Ed. Initial Certification Secondary Education (Math, English, Biology, and Social Studies)*
- Ed.D. Educational and Organizational Leadership (concentrations: Organizational Leadership, Principal Certification, Supervisor of Curriculum and Instruction, Superintendent Letter of Eligibility)
- Superintendent Letter of Eligibility only

* Coursework is blended with on-campus meetings and on-line courses

UNDERGRADUATE ACCELERATED PATHWAYS

*Coursework for pathways is blended with on-campus meetings and on-line courses

- A.A. Arts in Education
- B.A. Early Childhood Pre K-4 (ECE Pathways)
- B.A. Early Childhood Pre K-4/Special Education Pre K-12 (ECE Pathways)
- B.A. Early Childhood Special Education Pre K-12 (ECE Pathways)

**Coming soon: Post Master's Supervisor of Special Education

Other important information:

- All interested students must apply to and be accepted into the academic program.
- A Free Application for Federal Student Aid (FAFSA) is required to be considered for a tuition discount. Additional aid may reduce the tuition discount. If students qualify for multiple discounts, they will only receive the highest, not all.

- Prospective Students must identify as affiliated with the partner organization during the application process. Applying using the appropriate school email address and notify gradstudy@holyfamily.edu as proof of employment/relationship.
- A request for a tuition discount must be submitted to the Vice President of Enrollment Management at least 30 days before the beginning of the semester.
- The student must make Financial Aid Satisfactory Academic Progress to continue to receive the tuition discount.

Desired Partner Expectations to promote this benefit to employees:

In consideration of the mutual interests/benefits described above, the parties agree to promote the partnership as follows:

- Promote partnership and discount amount clearly on any educational benefits information.
- Periodically send electronic communication to notify employees of upcoming registration/semester starts or new program offerings (provided by Holy Family University).
- Provide information sessions and tabling opportunities when all staff are together.

Proposed Language for Job Posting:

Because of our unique partnership with Holy Family University (located in Northeast Philadelphia, Bucks County, and delivering programs online!), you can advance your academic career while employed with the Bensalem Township School District. You are eligible to receive a tuition reduction at Holy Family University. Featured programs include Education (associate's, bachelor's, certifications, endorsements, master's, and doctoral degrees), Business (MBA), MS in Counseling (with a School Counseling track), and MS in Applied Behavior Analysis.

Holy Family University can provide Bensalem Township School District teachers, administrators, staff, and employees the opportunity to enroll in HF adult undergraduate and graduate courses and degree programs.

HFU will:

- Waive application fees
- Provide program-specific enrollment advisement including program completion plans

BTSD will:

- Promote these opportunities to their staff.
- Facilitate staff development opportunities for HFU graduate admissions and program directors to visit BHS and speak with BHS employees

Revision, Renewal, and Termination of Agreement

The representatives of Bensalem Township School District and Holy Family University and/or their designee(s) are responsible for identifying and communicating to each other changes in the policies, or requirements of their respective institutions that affect this Educational Partnership Agreement.

This Agreement is in effect as of the date of this signing and will be reviewed annually by the appropriate parties at each institution. The Agreement will be renewed automatically unless superseded by revisions, a new agreement, or formally terminated by one of the institutions.

Either institution may terminate this agreement with advanced notice. Should this agreement be terminated, it is understood that the termination will not apply to students already accepted to HFU under the terms of this agreement, but not yet enrolled in classes at Holy Family University.

Execution of Agreement

Bensalem Township School District and Holy Family University agree to enter into a collaborative Educational Partnership Agreement

The undersigned representatives of the parties have executed this agreement effective July 2026.

For Bensalem Township School Board:

Deborah King, Ph.D.
School Board President

Victoria Valazquez, Ph.D.
Interim Superintendent

For Holy Family University:

Anne Prisco, Ph.D.
President

Edward P. Wright, Ed.D.
Vice President Enrollment Management

Bensalem Township School District - Check Register for Board Approval

FY	Per	Check Date	Vendor #	Vendor Name	Enc/PO #	Seq	Transaction Description	Budget Unit	Account	Account Title	Transaction Amount
27	3	09/17/2026	104605	SUBSTITUTE TEACHER SERVICES	0	0	MD 8/11-8/13 2026	3226190200	330	OTHER PROFESSIONAL SVCS	$2,241.00
27	3	09/17/2026	104605	SUBSTITUTE TEACHER SERVICES	0	0	MD 8/4-8/6 2026	3226190200	330	OTHER PROFESSIONAL SVCS	$2,241.00
SUBSTITUTE TEACHER SERVICES											**$4,482.00**
27	2	08/28/2026	101225	TRES. OF PAL COMM AFSCME COUNCIL 13	0	0	DED:3030 AFSCME PAL	10	0470021	UNION DUES CUSTODIANS	$32.92
TRES. OF PAL COMM AFSCME COUNCIL 13											**$32.92**
27	2	08/28/2026	000023	AFSCME-COUNCIL 13 SEC DUES	0	0	DED:3080 AFSCME-DUE	10	0470024	UNION DUES SECRETARIAL	$670.54
AFSCME-COUNCIL 13 SEC DUES											**$670.54**
27	2	08/28/2026	000024	AFSCME-COUNCIL 13 CUST DUES	0	0	DED:3020 AFSCME DUE	10	0470021	UNION DUES CUSTODIANS	$2,193.47
AFSCME-COUNCIL 13 CUST DUES											**$2,193.47**
27	2	08/28/2026	103154	AMERICAN DREAM FUND	0	0	DED:3090 ADF	10	0470020	UNION DUES BUS DRIVERS	$10.00
AMERICAN DREAM FUND											**$10.00**
27	2	08/28/2026	006447	KEYSTONE COLLECTIONS GROUP	0	0	DED:5060 WAKEYSTONE	10	0470096	WAGE ATTACH KEYSTONE	$449.00
KEYSTONE COLLECTIONS GROUP											**$449.00**
27	2	08/28/2026	001165	LINCOLN INVESTMENT PLAN INC	0	0	DED:4120 457 LINC	10	0470049	457 LINCOLN INVESTMENTS	$1,260.00
LINCOLN INVESTMENT PLAN INC											**$1,260.00**
27	2	08/28/2026	000365	NJ SUPPORT PAYMENT CENTER	0	0	DED:5014 WA CAMD	10	0470075	WAGE ATTACH CAMDEN COUNTY	$69.29
27	2	08/28/2026	000365	NJ SUPPORT PAYMENT CENTER	0	0	DED:5015 WA CAMD	10	0470075	WAGE ATTACH CAMDEN COUNTY	$124.00
NJ SUPPORT PAYMENT CENTER											**$193.29**
27	2	08/28/2026	105969	NYS CHILD SUPPORT PROCESSING CENTER	0	0	DED:5017 WA NYS	10	0470073	WAGE ATTACH NY STATE	$59.17
NYS CHILD SUPPORT PROCESSING CENTER											**$59.17**
27	2	08/28/2026	001021	SEIU LOCAL 32BJ DUES	0	0	DED:3040 SEIU-DUES	10	0470020	UNION DUES BUS DRIVERS	$1,777.50
SEIU LOCAL 32BJ DUES											**$1,777.50**
26	13	08/27/2026	001853	RIDDELL/ALL AMERICAN	261187	1	FOOTBALL HELMETS RECONDIT	1032103100	430	REPAIRS & MAINT SVCS	$3,215.50
26	13	08/27/2026	001853	RIDDELL/ALL AMERICAN	261187	2	INSTALLATION OF NEW DECAL	1032103100	430	REPAIRS & MAINT SVCS	$177.00

Bensalem Township School District - Check Register for Board Approval

FY	Per	Check Date	Vendor #	Vendor Name	Enc/PO #	Seq	Transaction Description	Budget Unit	Account	Account Title	Transaction Amount
26	13	08/27/2026	001853	RIDDELL/ALL AMERICAN	261187	3	HELMETS PAINTED	1032103100	430	REPAIRS & MAINT SVCS	$885.00
26	13	08/27/2026	001853	RIDDELL/ALL AMERICAN	261187	4	NOSCALE LICENSE	1032103100	430	REPAIRS & MAINT SVCS	$11.80
26	13	08/27/2026	001853	RIDDELL/ALL AMERICAN	261187	5	REPLACEMENT EQUIP	1032103100	430	REPAIRS & MAINT SVCS	$725.00
26	13	08/27/2026	001853	RIDDELL/ALL AMERICAN	261187	99	ESTIMATED SHIPPING/HANDLI	1032103100	430	REPAIRS & MAINT SVCS	$640.30
RIDDELL/ALL AMERICAN											**$5,654.60**
26	13	08/27/2026	104247	MAST COMMUNITY CHARTER SCHOOL II	260354	1	OPEN PO FOR TUITION	1012900400	562	TUIT PA CHARTER SCHOOLS	$17,256.64
MAST COMMUNITY CHARTER SCHOOL II											**$17,256.64**
26	13	08/27/2026	100170	NOVACARE REHABILITATION	0	0		1032003100	330	OTHER PROFESSIONAL SVCS	$6,208.33
NOVACARE REHABILITATION											**$6,208.33**
27	2	08/27/2026	002110	SUBURBAN ONE LEAGUE	270109	1	LEAGUE DUES 2026-2027	1032003100	810	DUES & FEES	$6,324.00
27	2	08/27/2026	002110	SUBURBAN ONE LEAGUE	270109	2	ASSIGNOR FEES 2026-2027	1032003100	810	DUES & FEES	$2,178.43
27	2	08/27/2026	002110	SUBURBAN ONE LEAGUE	270109	3	SOL SCHOLARSHIP	1032003100	810	DUES & FEES	$960.00
SUBURBAN ONE LEAGUE											**$9,462.43**
27	2	08/27/2026	103233	DOWNINGTOWN AREA SCHOOL DISTRICT	270112	1	WHIPPEL CROSS COUNTRY	1032293100	810	DUES & FEES	$400.00
DOWNINGTOWN AREA SCHOOL DISTRICT											**$400.00**
27	2	08/27/2026	106635	HILL WALLACK LLP	0	0		1023500100	330	OTHER PROFESSIONAL SVCS	$91,938.38
HILL WALLACK LLP											**$91,938.38**
27	2	08/27/2026	104238	MERAKEY PHILADELPHIA	0	0	9741166	1012909900	563	TUIT NON-PUBLIC SCHOOLS	$16,634.96
MERAKEY PHILADELPHIA											**$16,634.96**
27	2	08/27/2026	001510	NESHAMINY SCHOOL DISTRICT	270111	1	NESHAMINY OPEN	1032293100	810	DUES & FEES	$300.00
NESHAMINY SCHOOL DISTRICT											**$300.00**
27	2	08/27/2026	006692	SOUDERTON AREA HIGH SCHOOL	270113	1	SOUDERTON TWILIGHT INVITE	1032293100	810	DUES & FEES	$360.00
SOUDERTON AREA HIGH SCHOOL											**$360.00**
27	3	09/02/2026	100901	NEW YORK LIFE INSURANCE	0	0	NY LIFE AUG 26	10	0470036	NY LIFE INSURANCE	$11,197.10
NEW YORK LIFE INSURANCE											**$11,197.10**

Bensalem Township School District - Check Register for Board Approval

FY	Per	Check Date	Vendor #	Vendor Name	Enc/PO #	Seq	Transaction Description	Budget Unit	Account	Account Title	Transaction Amount
27	3	09/02/2026	106427	SYMETRA LIFE INSURANCE COMPANY	0	0	AUG 26 SYMETRA DED	10	0470037	SYMETRA	$6,212.42
SYMETRA LIFE INSURANCE COMPANY											**$6,212.42**
27	3	09/02/2026	000335	BUCKS COUNTY WATER & SEWER AUTH	270500	1	1021018	1026900300	424	WATER & SEWAGE	$200.91
27	3	09/02/2026	000335	BUCKS COUNTY WATER & SEWER AUTH	270500	1	1021022	1026901100	424	WATER & SEWAGE	$305.32
27	3	09/02/2026	000335	BUCKS COUNTY WATER & SEWER AUTH	270500	1	1021012	1026901200	424	WATER & SEWAGE	$481.83
27	3	09/02/2026	000335	BUCKS COUNTY WATER & SEWER AUTH	270500	1	1021023	1026901300	424	WATER & SEWAGE	$623.53
27	3	09/02/2026	000335	BUCKS COUNTY WATER & SEWER AUTH	270500	1	1021008	1026901400	424	WATER & SEWAGE	$31.86
27	3	09/02/2026	000335	BUCKS COUNTY WATER & SEWER AUTH	270500	1	1021015	1026901500	424	WATER & SEWAGE	$105.20
27	3	09/02/2026	000335	BUCKS COUNTY WATER & SEWER AUTH	270500	1	1021021	1026901600	424	WATER & SEWAGE	$387.36
27	3	09/02/2026	000335	BUCKS COUNTY WATER & SEWER AUTH	270500	1	1021007	1026902200	424	WATER & SEWAGE	$1,348.20
27	3	09/02/2026	000335	BUCKS COUNTY WATER & SEWER AUTH	270500	1	1021009	1026902300	424	WATER & SEWAGE	$493.01
27	3	09/02/2026	000335	BUCKS COUNTY WATER & SEWER AUTH	270500	1	1021019	1026903100	424	WATER & SEWAGE	$3,348.18
BUCKS COUNTY WATER & SEWER AUTH											**$7,325.40**
27	3	09/02/2026	001687	PETROLEUM TRADERS CORPORATION	270351	1	GAS FOR DISTRICT VEHICLES	1027400300	626	VEHIC FUEL - GAS & OIL	$18,396.60
27	3	09/02/2026	001687	PETROLEUM TRADERS CORPORATION	270350	1	DIESEL FUEL FOR DISTRICT	1027400300	627	DIESEL FUEL	$27,293.14
PETROLEUM TRADERS CORPORATION											**$45,689.74**
27	3	09/02/2026	102192	T-MOBILE USA, INC.	270083	1	PHONE SERVICES FOR EMPLOY	1022410400	531	TELEPHONE	$2.16
T-MOBILE USA, INC.											**$2.16**
27	3	09/02/2026	000214	VERIZON	270082	1	ANNUAL VERIZON BILL - TEL	1022410400	531	TELEPHONE	$287.19
VERIZON											**$287.19**

Bensalem Township School District - Check Register for Board Approval

FY	Per	Check Date	Vendor #	Vendor Name	Enc/PO #	Seq	Transaction Description	Budget Unit	Account	Account Title	Transaction Amount
27	3	09/11/2026	101225	TRES. OF PAL COMM AFSCME COUNCIL 13	0	0	DED:3030 AFSCME PAL	10	0470021	UNION DUES CUSTODIANS	$30.92
TRES. OF PAL COMM AFSCME COUNCIL 13											**$30.92**
27	3	09/11/2026	000023	AFSCME-COUNCIL 13 SEC DUES	0	0	DED:3080 AFSCME-DUE	10	0470024	UNION DUES SECRETARIAL	$699.66
AFSCME-COUNCIL 13 SEC DUES											**$699.66**
27	3	09/11/2026	000024	AFSCME-COUNCIL 13 CUST DUES	0	0	DED:3020 AFSCME DUE	10	0470021	UNION DUES CUSTODIANS	$2,189.26
AFSCME-COUNCIL 13 CUST DUES											**$2,189.26**
27	3	09/11/2026	103154	AMERICAN DREAM FUND	0	0	DED:3090 ADF	10	0470020	UNION DUES BUS DRIVERS	$10.00
AMERICAN DREAM FUND											**$10.00**
27	3	09/11/2026	105896	HAB-DLT (ER) BERKHEIMER	0	0	DED:5061 BERKHEIMER	10	0470068	WAGE ATTACH BERKHEIMER	$40.89
HAB-DLT (ER) BERKHEIMER											**$40.89**
27	3	09/11/2026	006447	KEYSTONE COLLECTIONS GROUP	0	0	DED:5060 WAKEYSTONE	10	0470096	WAGE ATTACH KEYSTONE	$585.00
KEYSTONE COLLECTIONS GROUP											**$585.00**
27	3	09/11/2026	001165	LINCOLN INVESTMENT PLAN INC	0	0	DED:4120 457 LINC	10	0470049	457 LINCOLN INVESTMENTS	$1,260.00
LINCOLN INVESTMENT PLAN INC											**$1,260.00**
27	3	09/11/2026	000365	NJ SUPPORT PAYMENT CENTER	0	0	DED:5015 WA CAMD	10	0470075	WAGE ATTACH CAMDEN COUNTY	$124.00
NJ SUPPORT PAYMENT CENTER											**$124.00**
27	3	09/11/2026	001021	SEIU LOCAL 32BJ DUES	0	0	DED:3040 SEIU-DUES	10	0470020	UNION DUES BUS DRIVERS	$1,107.50
SEIU LOCAL 32BJ DUES											**$1,107.50**
27	3	09/14/2026	100797	GEORGE SCHOOL	0	0	CROSS COUNTRY	1032293100	810	DUES & FEES	$420.00
GEORGE SCHOOL											**$420.00**
27	3	09/16/2026	005566	A & J AUTO GLASS	270303	1	WINDSHIELD REPLACEMENT ON	1026300200	430	REPAIRS & MAINT SVCS	$450.00
27	3	09/16/2026	005566	A & J AUTO GLASS	270080	1	WINDSHIELD REPLACEMENT ON	1027400300	430	REPAIRS & MAINT SVCS	$677.00
A & J AUTO GLASS											**$1,127.00**
27	3	09/16/2026	102825	AIRGAS	270055	1	WELDING SUPPLIES FOR BUS	1027400300	610	SUPPLIES - GENERAL	$474.99
AIRGAS											**$474.99**

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27	3	09/16/2026	000201	BAYARD PUMP & TANK CO INC	270515	1	EPA TESTING FOR VMC FUEL	1027400300	430	REPAIRS & MAINT SVCS	$700.00
BAYARD PUMP & TANK CO INC											**$700.00**
27	3	09/16/2026	000233	BENSALEM LAWN EQUIPMENT INC	270108	1	PARTS FOR GROUNDS EQUIPME	1026300200	610	SUPPLIES - GENERAL	$380.98
BENSALEM LAWN EQUIPMENT INC											**$380.98**
27	3	09/16/2026	100994	CINTAS CORPORATION	270453	1	FIRST AID SUPPLIES, AS NE	1026300200	610	SUPPLIES - GENERAL	$347.16
27	3	09/16/2026	100994	CINTAS CORPORATION	270063	1	UNIFORM SERVICE FOR MECHA	1027400300	415	LAUNDRY LINEN & DRY CLEAN	$204.91
CINTAS CORPORATION											**$552.07**
27	3	09/16/2026	000677	EASTERN AUTO PARTS WAREHOUSE	270049	1	PARTS TO REPAIR MAINTENAN	1026220200	610	SUPPLIES - GENERAL	$50.34
27	3	09/16/2026	000677	EASTERN AUTO PARTS WAREHOUSE	270119	1	PARTS FOR GROUNDS TRUCKS.	1026300200	610	SUPPLIES - GENERAL	$297.98
27	3	09/16/2026	000677	EASTERN AUTO PARTS WAREHOUSE	270057	1	PARTS FOR SCHOOL BUSES, N	1027400300	610	SUPPLIES - GENERAL	$2,451.75
EASTERN AUTO PARTS WAREHOUSE											**$2,800.07**
27	3	09/16/2026	105706	FASTEST LABS	270584	1	PREEMPLOYMENT TESTING & D	1027190300	330	OTHER PROFESSIONAL SVCS	$2,786.00
FASTEST LABS											**$2,786.00**
27	3	09/16/2026	100216	FRED BEANS PARTS INC	270050	1	PARTS FOR MAINT TRUCKS, N	1026220200	610	SUPPLIES - GENERAL	$547.64
27	3	09/16/2026	100216	FRED BEANS PARTS INC	270058	1	PARTS FOR SCHOOL BUS REPA	1027400300	610	SUPPLIES - GENERAL	$229.99
FRED BEANS PARTS INC											**$777.63**
27	3	09/16/2026	106077	LUBE ON WHEELS, INC	270052	1	EMISSIONS TESTING ON MAIN	1026220200	430	REPAIRS & MAINT SVCS	$75.00
27	3	09/16/2026	106077	LUBE ON WHEELS, INC	270068	1	EMISSIONS TESTING ON SCHO	1027400300	430	REPAIRS & MAINT SVCS	$150.00
LUBE ON WHEELS, INC											**$225.00**
27	3	09/16/2026	001977	SCRAPPYS AUTO SERVICE INC	270169	1	REPLACE LIFTGATE ASSEMBLY	1026220200	430	REPAIRS & MAINT SVCS	$2,002.50
SCRAPPYS AUTO SERVICE INC											**$2,002.50**

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27	3	09/16/2026	002369	WOLFINGTON BODY CO INC	270529	1	PARTS FOR SCHOOL BUS REPA	1027400300	610	SUPPLIES - GENERAL	$4,668.95
27	3	09/16/2026	002369	WOLFINGTON BODY CO INC	270056	1	PARTS FOR SCHOOL BUSES, N	1027400300	610	SUPPLIES - GENERAL	$4,584.33
WOLFINGTON BODY CO INC											**$9,253.28**
27	3	09/17/2026	105913	JUDGE TECHNICAL SERVICES, INC	270400	1	OPEN PO FOR 26-27 SY	1012909900	323	PROFESSIONAL ED SERV	$1,752.00
JUDGE TECHNICAL SERVICES, INC											**$1,752.00**
27	3	09/17/2026	106806	AMBER MCELVEEN	0	0	SCH WDE POSITIVE BEHA	2132001400	899	STUDENT ACTIVITY ACCOUNT	$89.18
AMBER MCELVEEN											**$89.18**
27	3	09/17/2026	106805	TRICKETT TRUCK OF YARDLEY, LLC DBA	0	0	SCH WDE POSITIVE BEHA	2132001600	899	STUDENT ACTIVITY ACCOUNT	$564.98
TRICKETT TRUCK OF YARDLEY, LLC DBA											**$564.98**
27	3	09/17/2026	004215	ACCURATE LABEL DESIGNS INC	270272	1	QUOTE NUMBER 062326-CE 3	1023801200	610	SUPPLIES - GENERAL	$138.00
27	3	09/17/2026	004215	ACCURATE LABEL DESIGNS INC	270272	99	ESTIMATED SHIPPING/HANDLI	1023801200	610	SUPPLIES - GENERAL	$17.95
ACCURATE LABEL DESIGNS INC											**$155.95**
27	3	09/17/2026	000316	BSN SPORTS INC	270510	1	AD GEAR PRO TEC GIRDLE 14	1032103100	610	SUPPLIES - GENERAL	$69.98
27	3	09/17/2026	000316	BSN SPORTS INC	270427	1	30LS DOUBLE CENTER	1032283100	610	SUPPLIES - GENERAL	$224.99
27	3	09/17/2026	000316	BSN SPORTS INC	270510	2	GIRDLE 1462289	1032103100	610	SUPPLIES - GENERAL	$69.98
27	3	09/17/2026	000316	BSN SPORTS INC	270427	2	WILSON CHAMP EXTRA DUTY	1032283100	610	SUPPLIES - GENERAL	$660.96
27	3	09/17/2026	000316	BSN SPORTS INC	270510	3	GIRLDLE 1462289	1032103100	610	SUPPLIES - GENERAL	$174.95
27	3	09/17/2026	000316	BSN SPORTS INC	270427	3	PRACTICE BALL	1032283100	610	SUPPLIES - GENERAL	$95.76
27	3	09/17/2026	000316	BSN SPORTS INC	270510	4	GIRLDLE 1462289	1032103100	610	SUPPLIES - GENERAL	$174.95
27	3	09/17/2026	000316	BSN SPORTS INC	270510	5	GIRDLE 1462289	1032103100	610	SUPPLIES - GENERAL	$174.95
27	3	09/17/2026	000316	BSN SPORTS INC	270510	99	ESTIMATED SHIPPING/HANDLI	1032103100	610	SUPPLIES - GENERAL	$37.89
27	3	09/17/2026	000316	BSN SPORTS INC	270427	99	ESTIMATED SHIPPING/HANDLI	1032283100	610	SUPPLIES - GENERAL	$55.97
BSN SPORTS INC											**$1,740.38**

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FY	Per	Check Date	Vendor #	Vendor Name	Enc/PO #	Seq	Transaction Description	Budget Unit	Account	Account Title	Transaction Amount
27	3	09/17/2026	000397	CAROLINA BIOLOGICAL SUPPLY CO	270372	1	CONSTANT VELOCITY VEHICLE	1011533100	610	SUPPLIES - GENERAL	$197.50
27	3	09/17/2026	000397	CAROLINA BIOLOGICAL SUPPLY CO	270372	2	OZONE TEST STRIPS-2 PACKS	1011533100	610	SUPPLIES - GENERAL	$54.72
27	3	09/17/2026	000397	CAROLINA BIOLOGICAL SUPPLY CO	270372	3	ANTIBIOTIC SENSITIVITY BL	1011533100	610	SUPPLIES - GENERAL	$17.19
27	3	09/17/2026	000397	CAROLINA BIOLOGICAL SUPPLY CO	270372	5	CHEESECLOTH 5 YARD PACK	1011533100	610	SUPPLIES - GENERAL	$8.10
27	3	09/17/2026	000397	CAROLINA BIOLOGICAL SUPPLY CO	270372	6	FRUIT FLY REFILL KIT WITH	1011533100	610	SUPPLIES - GENERAL	$181.44
CAROLINA BIOLOGICAL SUPPLY CO											**$458.95**
27	3	09/17/2026	000369	CDW-G INC	270030	1	PER QUOTE # PWVS586 - CRE	1011009800	650	SUPP & FEES TECH RELATED	$8,283.00
CDW-G INC											**$8,283.00**
27	3	09/17/2026	105396	CHORAL TRACKS LLC	270177	1	1 CHORAL TRACKS FULL CHOI	1011009800	650	SUPP & FEES TECH RELATED	$2,085.00
CHORAL TRACKS LLC											**$2,085.00**
27	3	09/17/2026	007024	COLES MUSIC SERVICE	270114	1	ANGEL 2 PIECE RECORDER WI	1011201100	610	SUPPLIES - GENERAL	$350.00
27	3	09/17/2026	007024	COLES MUSIC SERVICE	270290	1	ITEM - MSWS02-660 - CANTA	1011302200	610	SUPPLIES - GENERAL	$112.12
27	3	09/17/2026	007024	COLES MUSIC SERVICE	270292	1	SEE ATTACHED	1011302200	610	SUPPLIES - GENERAL	$767.00
27	3	09/17/2026	007024	COLES MUSIC SERVICE	270290	2	ITEM - SBMP1646 - SISI NI	1011302200	610	SUPPLIES - GENERAL	$120.00
27	3	09/17/2026	007024	COLES MUSIC SERVICE	270290	3	ITEM - CP1608 - WAU BULAN	1011302200	610	SUPPLIES - GENERAL	$125.62
27	3	09/17/2026	007024	COLES MUSIC SERVICE	270290	4	ITEM - 15/3871H - AH, POO	1011302200	610	SUPPLIES - GENERAL	$110.62
27	3	09/17/2026	007024	COLES MUSIC SERVICE	270290	5	ITEM - CGE637 - THE WATER	1011302200	610	SUPPLIES - GENERAL	$84.37
27	3	09/17/2026	007024	COLES MUSIC SERVICE	270290	6	ITEM - 15/3547H - COLD SN	1011302200	610	SUPPLIES - GENERAL	$110.62
27	3	09/17/2026	007024	COLES MUSIC SERVICE	270290	7	ITEM - 00144476 - A SOLFE	1011302200	610	SUPPLIES - GENERAL	$88.12
27	3	09/17/2026	007024	COLES MUSIC SERVICE	270290	8	ITEM - 00-51183 - DECEMBE	1011302200	610	SUPPLIES - GENERAL	$86.25
COLES MUSIC SERVICE											**$1,954.72**
27	3	09/17/2026	000593	DECKER EQUIPMENT	270369	1	MASTER LOCK RIGHT HAND	1011302300	610	SUPPLIES - GENERAL	$1,202.50

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							CO				
27	3	09/17/2026	000593	DECKER EQUIPMENT	270369	2	DUAL SOFT WHEEL CASTERS W	1011302300	610	SUPPLIES - GENERAL	$71.50
27	3	09/17/2026	000593	DECKER EQUIPMENT	270369	3	REPLACEMENT HEELS & TOES	1011302300	610	SUPPLIES - GENERAL	$11.00
27	3	09/17/2026	000593	DECKER EQUIPMENT	270369	4	SWIVEL GLIDES WITH FERRUL	1011302300	610	SUPPLIES - GENERAL	$98.00
27	3	09/17/2026	000593	DECKER EQUIPMENT	270369	5	SWIVEL GLIDES WITH FERRUL	1011302300	610	SUPPLIES - GENERAL	$125.00
27	3	09/17/2026	000593	DECKER EQUIPMENT	270369	6	SWIVEL GLIDES WITH FERRUL	1011302300	610	SUPPLIES - GENERAL	$92.00
27	3	09/17/2026	000593	DECKER EQUIPMENT	270369	99	ESTIMATED SHIPPING/HANDLI	1011302300	610	SUPPLIES - GENERAL	$104.44
DECKER EQUIPMENT											**$1,704.44**
27	3	09/17/2026	000244	FOOD SERVICES BTSD	0	0	NEW TEACHER INDUCTION	1022709800	635	MEETING EXPENSES	$193.00
27	3	09/17/2026	000244	FOOD SERVICES BTSD	0	0	CONVOCATION 2026	1023600100	635	MEETING EXPENSES	$376.00
FOOD SERVICES BTSD											**$569.00**
27	3	09/17/2026	000883	THE PROPHET CORPORATION	270252	1	GR71-524 RAINBOW SOFTEX S	1011201100	610	SUPPLIES - GENERAL	$94.95
27	3	09/17/2026	000883	THE PROPHET CORPORATION	270252	2	GR58-524 RAINBOW JUGGLING	1011201100	610	SUPPLIES - GENERAL	$33.90
27	3	09/17/2026	000883	THE PROPHET CORPORATION	270252	3	GR58-000 TCHOUKBALL	1011201100	610	SUPPLIES - GENERAL	$449.00
THE PROPHET CORPORATION											**$577.85**
27	3	09/17/2026	104187	HAL LEONARD LLC	270178	1	ITEM # HL 01111546 - ESSE	1011009800	650	SUPP & FEES TECH RELATED	$299.00
27	3	09/17/2026	104187	HAL LEONARD LLC	270180	1	ITEM # HL01111546 - ESSEN	1011009800	650	SUPP & FEES TECH RELATED	$299.00
27	3	09/17/2026	104187	HAL LEONARD LLC	270176	1	ITEM # HL01111546 - ESSENT	1011009800	650	SUPP & FEES TECH RELATED	$299.00
27	3	09/17/2026	104187	HAL LEONARD LLC	270179	1	ITEM # LH01111546 - ESSEN	1011009800	650	SUPP & FEES TECH RELATED	$299.00
HAL LEONARD LLC											**$1,196.00**
27	3	09/17/2026	100211	IXL LEARNING INC	270603	1	SERVICES - SCHOOL SUCCESS	1011009800	650	SUPP & FEES TECH RELATED	$4,500.00

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IXL LEARNING INC											**$4,500.00**
27	3	09/17/2026	106789	JONES-GORDON FOUNDATION	270490	1	WILSON ASYNCHRONOUS INTRO	1012909900	360	EE TRAINING & DEVELOP SER	$550.00
JONES-GORDON FOUNDATION											**$550.00**
27	3	09/17/2026	001222	LICOM COMMUNIC & ELECTRONICS	0	0	PORTABLE RADIOS	1021209900	650	SUPP & FEES TECH RELATED	$1,204.00
LICOM COMMUNIC & ELECTRONICS											**$1,204.00**
27	3	09/17/2026	001332	MCGRAW-HILL EDUCATION INC	270316	1	SHAFER CSI INTERVENTION M	1011902271	610	SUPPLIES - GENERAL	$14,444.28
27	3	09/17/2026	001332	MCGRAW-HILL EDUCATION INC	270251	1	978-0-07-612545-6	1012419900	640	BOOKS & PERIODICALS	$90.90
27	3	09/17/2026	001332	MCGRAW-HILL EDUCATION INC	270251	2	978-0-07-612584-5	1012419900	640	BOOKS & PERIODICALS	$199.80
27	3	09/17/2026	001332	MCGRAW-HILL EDUCATION INC	270251	3	978-0-02-103597-7	1012419900	640	BOOKS & PERIODICALS	$30.06
27	3	09/17/2026	001332	MCGRAW-HILL EDUCATION INC	270251	4	978-0-02-103621-9	1012419900	640	BOOKS & PERIODICALS	$50.10
27	3	09/17/2026	001332	MCGRAW-HILL EDUCATION INC	270251	5	978-0-02-103638-7	1012419900	640	BOOKS & PERIODICALS	$87.15
27	3	09/17/2026	001332	MCGRAW-HILL EDUCATION INC	270251	6	978-0-07-600361-7	1012419900	640	BOOKS & PERIODICALS	$610.77
27	3	09/17/2026	001332	MCGRAW-HILL EDUCATION INC	270251	7	978-0-07-600356-3	1012419900	640	BOOKS & PERIODICALS	$588.00
27	3	09/17/2026	001332	MCGRAW-HILL EDUCATION INC	270251	8	978-0-07-600357-0	1012419900	640	BOOKS & PERIODICALS	$703.80
27	3	09/17/2026	001332	MCGRAW-HILL EDUCATION INC	270251	99	ESTIMATED SHIPPING/HANDLI	1012419900	640	BOOKS & PERIODICALS	$137.28
MCGRAW-HILL EDUCATION INC											**$16,942.14**
27	3	09/17/2026	001349	MEDCO SUPPLY COMPANY	270426	1	CRAMER 950 POROUS ATHLETI	1032003100	610	SUPPLIES - GENERAL	$30.35
27	3	09/17/2026	001349	MEDCO SUPPLY COMPANY	270426	2	CRAMER 950 ATHLETIC TAPE	1032003100	610	SUPPLIES - GENERAL	$52.14
MEDCO SUPPLY COMPANY											**$82.49**
27	3	09/17/2026	001266	MHS	270460	1	ASR026 - AUTISM SPECTRUM	1012909900	610	SUPPLIES - GENERAL	$275.00
27	3	09/17/2026	001266	MHS	270531	1	NGAT003 - NAGLIERI GENERA	1012909900	610	SUPPLIES - GENERAL	$4,725.00
27	3	09/17/2026	001266	MHS	270460	2	ASR027 - AUTISM SPECTRUM	1012909900	610	SUPPLIES - GENERAL	$275.00
27	3	09/17/2026	001266	MHS	270460	3	C4USE - CONNERS 4 USE	1012909900	610	SUPPLIES - GENERAL	$600.00

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27	3	09/17/2026	001266	MHS	270460	4	CEC029 - CONNERS EARLY CH	1012909900	610	SUPPLIES - GENERAL	$275.00
27	3	09/17/2026	001266	MHS	270460	5	CEC037 - CONNERS EARLY CH	1012909900	610	SUPPLIES - GENERAL	$137.50
27	3	09/17/2026	001266	MHS	270460	6	CEC030 - CONNERS EARLY CH	1012909900	610	SUPPLIES - GENERAL	$275.00
MHS											**$6,562.50**
27	3	09/17/2026	106765	MIMEO.COM INC	270410	1	STUDENT PLANNERS (FOR ABO	1011302200	610	SUPPLIES - GENERAL	$795.96
27	3	09/17/2026	106765	MIMEO.COM INC	270410	99	ESTIMATED SHIPPING/HANDLI	1011302200	610	SUPPLIES - GENERAL	$87.10
MIMEO.COM INC											**$883.06**
27	3	09/17/2026	106523	SASC LLC DBA ACTIVATE LEARNING	270037	1	PLEASE SEE THE ATTACHED C	1011009800	640	BOOKS & PERIODICALS	$906.00
27	3	09/17/2026	106523	SASC LLC DBA ACTIVATE LEARNING	270038	1	SEE THE ATTACHED BIOLOGY	1011009800	640	BOOKS & PERIODICALS	$2,160.00
27	3	09/17/2026	106523	SASC LLC DBA ACTIVATE LEARNING	270037	99	ESTIMATED SHIPPING/HANDLI	1011009800	640	BOOKS & PERIODICALS	$108.72
27	3	09/17/2026	106523	SASC LLC DBA ACTIVATE LEARNING	270038	99	ESTIMATED SHIPPING/HANDLI	1011009800	640	BOOKS & PERIODICALS	$259.20
SASC LLC DBA ACTIVATE LEARNING											**$3,433.92**
27	3	09/17/2026	006182	KEYSTONE FLOOR PRODUCTS	270458	1	CO STARS #008-338	1026220200	610	SUPPLIES - GENERAL	$399.39
KEYSTONE FLOOR PRODUCTS											**$399.39**
27	3	09/17/2026	001079	JOHN ASTA & COMPANY-MAINT	0	0	5BL ABC FIRE EXT	1026220206	430	REPAIRS & MAINT SVCS	$400.00
27	3	09/17/2026	001079	JOHN ASTA & COMPANY-MAINT	270482	1	ANNUAL INSPECTIONS OF POR	1026220206	430	REPAIRS & MAINT SVCS	$2,922.00
27	3	09/17/2026	001079	JOHN ASTA & COMPANY-MAINT	270483	1	RECHARGE ALL PORTABLE FIR	1026220206	430	REPAIRS & MAINT SVCS	$6,130.00
JOHN ASTA & COMPANY-MAINT											**$9,452.00**
27	3	09/17/2026	105926	BRISTOL ENVIRONMENTAL, INC.	270420	1	REMOVAL AND DISPOSAL OF 6	1026220200	430	REPAIRS & MAINT SVCS	$2,600.00
BRISTOL ENVIRONMENTAL, INC.											**$2,600.00**
27	3	09/17/2026	102777	CARRIER CORPORATION	270465	1	SERVICE CALLS AT BENSALEM	1026220200	430	REPAIRS & MAINT SVCS	$940.00

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CARRIER CORPORATION											**$940.00**
27	3	09/17/2026	000443	CLARK BROTHERS MAINT REP SERV	270436	1	FLOOR CLEANER, VACUUM, SU	1026210200	610	SUPPLIES - GENERAL	$1,072.20
CLARK BROTHERS MAINT REP SERV											**$1,072.20**
27	3	09/17/2026	000494	CONSTRUCTION BUILDING MATERIAL	270432	1	MISC. SUPPLIES, AS NEEDED	1026220200	610	SUPPLIES - GENERAL	$1,350.82
CONSTRUCTION BUILDING MATERIAL											**$1,350.82**
27	3	09/17/2026	000620	DENNEY ELECT SUPP OF NESHAMINY	270494	1	MISC SUPPLIES, AS NEEDED	1026220200	610	SUPPLIES - GENERAL	$1,646.99
DENNEY ELECT SUPP OF NESHAMINY											**$1,646.99**
27	3	09/17/2026	102917	DWD MECHANICAL INC	270471	1	YEAR TWO OF THREE-YEAR SE	1026190200	430	REPAIRS & MAINT SVCS	$27,000.00
27	3	09/17/2026	102917	DWD MECHANICAL INC	270331	1	BATHROOM DRAIN REPAIRS AT	1026220200	430	REPAIRS & MAINT SVCS	$8,325.00
DWD MECHANICAL INC											**$35,325.00**
27	3	09/17/2026	000686	EDDINGTON SUPPLY CO	270440	1	PROPANE AS NEEDED	1026210200	610	SUPPLIES - GENERAL	$494.62
EDDINGTON SUPPLY CO											**$494.62**
27	3	09/17/2026	105480	ENVIRONMENTAL CONTROL SYSTEMS INC	270469	1	REMOVAL AND DISPOSAL OF A	1026220200	430	REPAIRS & MAINT SVCS	$2,150.00
ENVIRONMENTAL CONTROL SYSTEMS INC											**$2,150.00**
27	3	09/17/2026	001261	FERGUSON ENTERPISES, LLC	270096	1	HVAC SUPPLIES, AS NEEDED	1026220200	610	SUPPLIES - GENERAL	$200.97
FERGUSON ENTERPISES, LLC											**$200.97**
27	3	09/17/2026	000653	JAMES DOORCHECK	270431	1	DOOR LOCKS/HARDWARE AS NE	1026220200	610	SUPPLIES - GENERAL	$1,270.24
JAMES DOORCHECK											**$1,270.24**
27	3	09/17/2026	105705	JOHNSTONE SUPPLY	270095	1	HVAC PARTS/SUPLLIES	1026220200	610	SUPPLIES - GENERAL	$1,239.40
JOHNSTONE SUPPLY											**$1,239.40**
27	3	09/17/2026	100695	KLENZOID INC	270282	1	ANNUAL WATER TREATMENT SE	1026220200	430	REPAIRS & MAINT SVCS	$2,221.99
KLENZOID INC											**$2,221.99**
27	3	09/17/2026	005711	MERCURY SYSTEMS LLC	270470	1	REPAIRS DONE AFTER ANNUAL	1026220200	430	REPAIRS & MAINT SVCS	$2,055.00

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MERCURY SYSTEMS LLC											**$2,055.00**
27	3	09/17/2026	104183	PROCOM ROOFING CORPORATION	270466	1	ROOF REPAIRS DISTRICT WID	1026220200	430	REPAIRS & MAINT SVCS	$630.96
PROCOM ROOFING CORPORATION											**$630.96**
27	3	09/17/2026	003388	ROBERTS OXYGEN COMPANY INC	270481	1	CO2 AS NEEDED, OPEN PO	1026220226	610	SUPPLIES - GENERAL	$133.50
ROBERTS OXYGEN COMPANY INC											**$133.50**
27	3	09/17/2026	002003	SHERWIN WILLIAMS CO	270433	1	BLANKET PURCHASE ORDER /	1026220200	610	SUPPLIES - GENERAL	$269.35
SHERWIN WILLIAMS CO											**$269.35**
27	3	09/17/2026	106392	SOUTH JERSEY PAPER PRODUCTS LLC	270445	1	CUSTODIAL SUPPLIES DISTRI	1026210200	610	SUPPLIES - GENERAL	$3,132.50
SOUTH JERSEY PAPER PRODUCTS LLC											**$3,132.50**
27	3	09/17/2026	104605	SUBSTITUTE TEACHER SERVICES	0	0	DB 8/10-8/13	1025110100	330	OTHER PROFESSIONAL SVCS	$1,593.60
27	3	09/17/2026	104605	SUBSTITUTE TEACHER SERVICES	0	0	DB 8/3-8/6 2026	1025110100	330	OTHER PROFESSIONAL SVCS	$1,593.60
SUBSTITUTE TEACHER SERVICES											**$3,187.20**
27	3	09/17/2026	100028	TERMITE PROOFING AND PEST CONTROL	270542	1	INTERGRATED PEST MANAGEME	1026900100	460	PEST CONTROL	$1,818.00
TERMITE PROOFING AND PEST CONTROL											**$1,818.00**
27	3	09/17/2026	004428	TRI STATE ELEVATOR CO INC	270492	1	OPEN PO	1026220200	430	REPAIRS & MAINT SVCS	$665.00
TRI STATE ELEVATOR CO INC											**$665.00**
27	3	09/17/2026	105634	TURF TANK	270543	1	GPS ROBOT PAINT AND SUPPL	1026300200	610	SUPPLIES - GENERAL	$813.00
TURF TANK											**$813.00**
27	3	09/17/2026	000520	UNITED ELECTRIC SUPPLY COMPANY	270443	1	MISC LIGHT BULBS	1026210200	610	SUPPLIES - GENERAL	$2,895.80
UNITED ELECTRIC SUPPLY COMPANY											**$2,895.80**
27	3	09/17/2026	000892	GRAINGER W W INC	270545	1	MISC SUPPLIES, AS NEEDED	1026220200	610	SUPPLIES - GENERAL	$656.32
GRAINGER W W INC											**$656.32**
27	3	09/17/2026	004877	ZOOM PLUMBING & DRAIN CLEANING	270518	1	EMERGENCY DRAIN, TRAP,SEW	1026220200	430	REPAIRS & MAINT SVCS	$6,118.30
ZOOM PLUMBING & DRAIN CLEANING											**$6,118.30**

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27	3	09/17/2026	006237	21ST CENTURY CYBER CHARTER SCH	0	0		1012900400	562	TUIT PA CHARTER SCHOOLS	$6,193.68
27	3	09/17/2026	006237	21ST CENTURY CYBER CHARTER SCH	270207	1	OPEN PO FOR GEN ED TUITIO	1011000400	562	TUIT PA CHARTER SCHOOLS	$6,554.16
21ST CENTURY CYBER CHARTER SCH											**$12,747.84**
27	3	09/17/2026	004619	ACHIEVEMENT HOUSE CHARTER SCH	270209	1	OPEN PO FOR GEN ED TUITIO	1011000400	562	TUIT PA CHARTER SCHOOLS	$1,092.36
27	3	09/17/2026	004619	ACHIEVEMENT HOUSE CHARTER SCH	270209	2	SPECIAL ED TUITION	1012900400	562	TUIT PA CHARTER SCHOOLS	$4,129.12
ACHIEVEMENT HOUSE CHARTER SCH											**$5,221.48**
27	3	09/17/2026	102977	BANCROFT NEUROHEALTH	270384	1	OPEN PO FOR TUITION 26-27	1012909900	563	TUIT NON-PUBLIC SCHOOLS	$15,660.00
BANCROFT NEUROHEALTH											**$15,660.00**
27	3	09/17/2026	004528	COMMONWEALTH CHARTER ACADEMY	270214	1	OPEN PO GEN ED TUITION	1011000400	562	TUIT PA CHARTER SCHOOLS	$124,529.04
27	3	09/17/2026	004528	COMMONWEALTH CHARTER ACADEMY	270214	2	SPECIAL ED TUITION	1012900400	562	TUIT PA CHARTER SCHOOLS	$154,842.00
COMMONWEALTH CHARTER ACADEMY											**$279,371.04**
27	3	09/17/2026	000805	FOUNDATIONS BEHAVIORAL HEALTH	270389	1	OPEN PO FOR THE 26-27 SY	1012909900	563	TUIT NON-PUBLIC SCHOOLS	$3,756.00
FOUNDATIONS BEHAVIORAL HEALTH											**$3,756.00**
27	3	09/17/2026	001177	LAKESIDE EDUCATIONAL NETWORK	270352	1	OPEN PO FOR TUITION 26-27	1012909900	563	TUIT NON-PUBLIC SCHOOLS	$35,192.00
27	3	09/17/2026	001177	LAKESIDE EDUCATIONAL NETWORK	270352	2	OPEN PO FOR IN-SCHOOL COU	1012909900	563	TUIT NON-PUBLIC SCHOOLS	$29,808.00
LAKESIDE EDUCATIONAL NETWORK											**$65,000.00**
27	3	09/17/2026	004732	PDLCS PA DISTANCE LEARNING	0	0		1012900400	562	TUIT PA CHARTER SCHOOLS	$2,064.56
27	3	09/17/2026	004732	PDLCS PA DISTANCE LEARNING	270222	1	OPEN PO FOR GEN ED TUITIO	1011000400	562	TUIT PA CHARTER SCHOOLS	$5,461.80
PDLCS PA DISTANCE LEARNING											**$7,526.36**
27	3	09/17/2026	004977	PA LEADERSHIP CHARTER SCHOOL	270223	1	OPEN PO FOR GEN ED TUITIO	1011000400	562	TUIT PA CHARTER SCHOOLS	$10,923.60
27	3	09/17/2026	004977	PA LEADERSHIP CHARTER SCHOOL	270223	2	SPECIAL ED TUITION	1012900400	562	TUIT PA CHARTER SCHOOLS	$4,129.12

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PA LEADERSHIP CHARTER SCHOOL											**$15,052.72**
27	3	09/17/2026	001671	PA VIRTUAL CHARTER	270224	1	OPEN PO FOR GEN ED TUITIO	1011000400	562	TUIT PA CHARTER SCHOOLS	$10,923.60
27	3	09/17/2026	001671	PA VIRTUAL CHARTER	270224	2	SPECIAL ED TUITION	1012900400	562	TUIT PA CHARTER SCHOOLS	$10,322.80
PA VIRTUAL CHARTER											**$21,246.40**
27	3	09/17/2026	105962	PENNWOOD CYBER CHARTER SCHOOL	0	0		1012900400	562	TUIT PA CHARTER SCHOOLS	$2,064.56
27	3	09/17/2026	105962	PENNWOOD CYBER CHARTER SCHOOL	270225	1	OPEN PO FOR GEN ED TUITIO	1011000400	562	TUIT PA CHARTER SCHOOLS	$3,277.08
PENNWOOD CYBER CHARTER SCHOOL											**$5,341.64**
27	3	09/17/2026	001706	PHILADELPHIA ACADEMY CHARTER	270226	1	OPEN PO FOR GEN ED TUITIO	1011000400	562	TUIT PA CHARTER SCHOOLS	$31,517.64
27	3	09/17/2026	001706	PHILADELPHIA ACADEMY CHARTER	270226	2	SPECIAL ED TUITION	1012900400	562	TUIT PA CHARTER SCHOOLS	$73,804.50
PHILADELPHIA ACADEMY CHARTER											**$105,322.14**
27	3	09/17/2026	001956	SCHOOL LANE CHARTER SCHOOL	270228	1	OPEN PO FOR GEN ED TUITIO	1011000400	562	TUIT PA CHARTER SCHOOLS	$931,521.36
27	3	09/17/2026	001956	SCHOOL LANE CHARTER SCHOOL	270228	2	SPECIAL ED TUITION	1012900400	562	TUIT PA CHARTER SCHOOLS	$562,320.00
SCHOOL LANE CHARTER SCHOOL											**$1,493,841.36**
27	3	09/17/2026	007008	B & B TRUE VALUE HARDWARE	270451	1	MISC. SUPPLIES FOR GROUND	1026300200	610	SUPPLIES - GENERAL	$35.98
B & B TRUE VALUE HARDWARE											**$35.98**
27	3	09/17/2026	005307	SHOP RITE OF BENSALEM	0	0		1011643100	610	SUPPLIES - GENERAL	$2,340.14
SHOP RITE OF BENSALEM											**$2,340.14**
27	3	09/17/2026	000335	BUCKS COUNTY WATER & SEWER AUTH	270500	1	1021018	1026900300	424	WATER & SEWAGE	$156.16
27	3	09/17/2026	000335	BUCKS COUNTY WATER & SEWER AUTH	270500	1	1021022	1026901100	424	WATER & SEWAGE	$219.55
27	3	09/17/2026	000335	BUCKS COUNTY WATER & SEWER AUTH	270500	1	1021012	1026901200	424	WATER & SEWAGE	$189.72
27	3	09/17/2026	000335	BUCKS COUNTY WATER & SEWER AUTH	270500	1	1021023	1026901300	424	WATER & SEWAGE	$560.14

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27	3	09/17/2026	000335	BUCKS COUNTY WATER & SEWER AUTH	270500	1	1021008	1026901400	424	WATER & SEWAGE	$31.86
27	3	09/17/2026	000335	BUCKS COUNTY WATER & SEWER AUTH	270500	1	1021015	1026901500	424	WATER & SEWAGE	$41.80
27	3	09/17/2026	000335	BUCKS COUNTY WATER & SEWER AUTH	270500	1	1021021	1026901600	424	WATER & SEWAGE	$289.16
27	3	09/17/2026	000335	BUCKS COUNTY WATER & SEWER AUTH	270500	1	1021007	1026902200	424	WATER & SEWAGE	$1,094.63
27	3	09/17/2026	000335	BUCKS COUNTY WATER & SEWER AUTH	270500	1	1021009	1026902300	424	WATER & SEWAGE	$345.10
27	3	09/17/2026	000335	BUCKS COUNTY WATER & SEWER AUTH	270500	1	1021019	1026903100	424	WATER & SEWAGE	$1,220.17
BUCKS COUNTY WATER & SEWER AUTH											**$4,148.29**
27	3	09/17/2026	006967	FIRST NATIONAL FINANCIAL SERV	0	0		1027190300	522	AUTOMOTIVE LIABILITY INS	$43,771.60
27	3	09/17/2026	006967	FIRST NATIONAL FINANCIAL SERV	0	0		1029000400	523	GEN PROP & LIAB INSURANCE	$108,820.00
FIRST NATIONAL FINANCIAL SERV											**$152,591.60**
27	3	09/17/2026	102619	H.A.R.I.E.	0	0		1058000400	260	WORKMEN'S COMPENSATION	$9,323.41
H.A.R.I.E.											**$9,323.41**
27	3	09/17/2026	001002	HOME DEPOT #4134	270457	1	MISC. SUPPLIES, AS NEEDED	1026300200	610	SUPPLIES - GENERAL	$518.56
HOME DEPOT #4134											**$518.56**
27	3	09/17/2026	004017	LOWES HOME CENTERS INC	0	0	SHIPPING	1011302200	610	SUPPLIES - GENERAL	$20.00
27	3	09/17/2026	004017	LOWES HOME CENTERS INC	270489	1	LOWE'S 5-GALLON PLASTIC B	1011302200	610	SUPPLIES - GENERAL	$97.25
LOWES HOME CENTERS INC											**$117.25**
27	3	09/17/2026	001632	PECO ENERGY COMPANY	270501	1	MOTHYLY ELECTRIC BILLS	1026900300	622	HEAT UTIL - ELECTRICITY	$1,600.07
27	3	09/17/2026	001632	PECO ENERGY COMPANY	270501	1	MOTHYLY ELECTRIC BILLS	1026901100	622	HEAT UTIL - ELECTRICITY	$8,032.49
27	3	09/17/2026	001632	PECO ENERGY COMPANY	270501	1	MOTHYLY ELECTRIC BILLS	1026901200	622	HEAT UTIL - ELECTRICITY	$14,287.38
27	3	09/17/2026	001632	PECO ENERGY COMPANY	270501	1	MOTHYLY ELECTRIC BILLS	1026901300	622	HEAT UTIL - ELECTRICITY	$11,488.64
27	3	09/17/2026	001632	PECO ENERGY COMPANY	270501	1	MOTHYLY ELECTRIC BILLS	1026901500	622	HEAT UTIL - ELECTRICITY	$8,175.46
27	3	09/17/2026	001632	PECO ENERGY COMPANY	270501	1	MOTHYLY ELECTRIC BILLS	1026901600	622	HEAT UTIL - ELECTRICITY	$14,097.78

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27	3	09/17/2026	001632	PECO ENERGY COMPANY	270501	1	MOTHYLY ELECTRIC BILLS	1026902200	622	HEAT UTIL - ELECTRICITY	$307.18
27	3	09/17/2026	001632	PECO ENERGY COMPANY	270501	1	MOTHYLY ELECTRIC BILLS	1026902300	622	HEAT UTIL - ELECTRICITY	$17,631.16
27	3	09/17/2026	001632	PECO ENERGY COMPANY	270501	1	MOTHYLY ELECTRIC BILLS	1026903100	622	HEAT UTIL - ELECTRICITY	$43,221.89
PECO ENERGY COMPANY											**$118,842.05**
27	3	09/17/2026	105614	PITNEY BOWES GLOBAL FINANCIAL SVCS	270495	1	POSTAL METER LEASE	1025400100	442	RENTAL OF EQUIPMENT	$316.00
PITNEY BOWES GLOBAL FINANCIAL SVCS											**$316.00**
27	3	09/17/2026	100151	JOHN M SKONIER ESQ	0	0		1023500400	330	OTHER PROFESSIONAL SVCS	$3,758.00
JOHN M SKONIER ESQ											**$3,758.00**
27	3	09/17/2026	002248	UNITED CONCORDIA	0	0		1058000400	212	DENTAL INSURANCE	$4,053.75
27	3	09/17/2026	002248	UNITED CONCORDIA	270520	1	DENTAL INSURANCE CARRIER	1058000400	212	DENTAL INSURANCE	$1,514.00
UNITED CONCORDIA											**$5,567.75**
27	3	09/17/2026	104792	UTICA DEDUCTIBLE RECOVERY GROUP	0	0		1023500400	330	OTHER PROFESSIONAL SVCS	$4,246.50
UTICA DEDUCTIBLE RECOVERY GROUP											**$4,246.50**
27	3	09/17/2026	106287	VONAGE BUSINESS INC	270270	1	MONTHLY SERVICE FEES (TEL	1022410400	531	TELEPHONE	$9,938.88
VONAGE BUSINESS INC											**$9,938.88**
27	3	09/17/2026	105997	WASTE MANAGEMENT OF PENNSYLVANIA	0	0		1026900400	411	DISPOSAL SERVICES	$16,358.74
WASTE MANAGEMENT OF PENNSYLVANIA											**$16,358.74**
27	3	09/17/2026	106780	FIBER ASSET CO LLC DBA ZAYO	270259	1	WAN SERVICES: DATA TRANSM	1022410400	530	COMMUNICATIONS	$1,040.45
FIBER ASSET CO LLC DBA ZAYO											**$1,040.45**
27	3	09/17/2026	105392	95 PERCENT GROUP LLC	270326	1	SHAFER CSI INTERVENTION M	1011902271	610	SUPPLIES - GENERAL	$10,248.00
27	3	09/17/2026	105392	95 PERCENT GROUP LLC	270326	99	ESTIMATED SHIPPING/HANDLI	1011902271	610	SUPPLIES - GENERAL	$1,024.80
95 PERCENT GROUP LLC											**$11,272.80**
27	3	09/17/2026	000138	APPLE COMPUTER COMPANY	270368	1	PD6L4LL/A IPAD WI-FI 128G	1012909900	650	SUPP & FEES TECH RELATED	$8,480.00

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APPLE COMPUTER COMPANY											**$8,480.00**
27	3	09/17/2026	106024	ARBITER SPORTS LLC	270164	1	ANNUAL SUBSCRIPTION FOR S	1032003100	650	SUPP & FEES TECH RELATED	$3,745.00
27	3	09/17/2026	106024	ARBITER SPORTS LLC	270164	2	1100-JH/MS PACKAGE	1032003100	650	SUPP & FEES TECH RELATED	$1,070.00
ARBITER SPORTS LLC											**$4,815.00**
27	3	09/17/2026	000328	BUCKS COUNTY IU #22	0	0	CAMP SOAR	1012909900	564	TUIT AREA VOCTECH SCHOOLS	$1,000.00
BUCKS COUNTY IU #22											**$1,000.00**
27	3	09/17/2026	101806	CONNECTION PUBLIC SECTOR SOLUTIONS	270261	1	12166121.MODULAR BATTERY	1022410400	610	SUPPLIES - GENERAL	$5,854.14
27	3	09/17/2026	101806	CONNECTION PUBLIC SECTOR SOLUTIONS	270260	1	PLEASE SEE ATTACHED QUOTE	1022809759	610	SUPPLIES - GENERAL	$32,623.07
27	3	09/17/2026	101806	CONNECTION PUBLIC SECTOR SOLUTIONS	270261	99	ESTIMATED SHIPPING/HANDLI	1022410400	610	SUPPLIES - GENERAL	$205.69
CONNECTION PUBLIC SECTOR SOLUTIONS											**$38,682.90**
27	3	09/17/2026	102287	HUDL	0	0		1032003100	650	SUPP & FEES TECH RELATED	$9,200.00
HUDL											**$9,200.00**
27	3	09/17/2026	106765	MIMEO.COM INC	270133	1	PARENT/FAMILY ENGAGEMENT	1033002261	610	SUPPLIES - GENERAL	$26.62
27	3	09/17/2026	106765	MIMEO.COM INC	270133	1	PARENT/FAMILY ENGAGEMENT	1033002271	610	SUPPLIES - GENERAL	$2,741.42
27	3	09/17/2026	106765	MIMEO.COM INC	270133	99	ESTIMATED SHIPPING/HANDLI	1033002271	610	SUPPLIES - GENERAL	$302.90
MIMEO.COM INC											**$3,070.94**
27	3	09/17/2026	001454	NASCO	270149	1	PRANG HALF-PAN REFIL PROD	1011201200	610	SUPPLIES - GENERAL	$9.68
27	3	09/17/2026	001454	NASCO	270149	2	PRANG HALF - PAN REFILL P	1011201200	610	SUPPLIES - GENERAL	$31.12
27	3	09/17/2026	001454	NASCO	270149	3	PRANG HALF - PAN REFILL P	1011201200	610	SUPPLIES - GENERAL	$6.00
27	3	09/17/2026	001454	NASCO	270149	4	PRANG HALF-PAN REFILL PRO	1011201200	610	SUPPLIES - GENERAL	$30.00

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27	3	09/17/2026	001454	NASCO	270149	5	PRANG TEMPERA CAKES - SET	1011201200	610	SUPPLIES - GENERAL	$7.50
27	3	09/17/2026	001454	NASCO	270149	6	QUARTET ALPHACOLOR SOFT S	1011201200	610	SUPPLIES - GENERAL	$93.60
27	3	09/17/2026	001454	NASCO	270149	7	PACON FADELESS DUET ART P	1011201200	610	SUPPLIES - GENERAL	$6.12
NASCO											**$184.02**
27	3	09/17/2026	101439	NAVIGATE360, LLC	270513	1	PBIS REWARDS PER STUDENT	1011002300	650	SUPP & FEES TECH RELATED	$913.75
27	3	09/17/2026	101439	NAVIGATE360, LLC	270513	2	PBIS REWARDS SERVICE BASE	1011002300	650	SUPP & FEES TECH RELATED	$750.00
NAVIGATE360, LLC											**$1,663.75**
27	3	09/17/2026	004650	PEARSON ASSESSMENTS	270463	1	A103000260031 - Q-INTERAC	1012909900	610	SUPPLIES - GENERAL	$2,565.00
27	3	09/17/2026	004650	PEARSON ASSESSMENTS	270462	1	A103000432833 - BASC-4 Q-	1012909900	610	SUPPLIES - GENERAL	$800.00
27	3	09/17/2026	004650	PEARSON ASSESSMENTS	270462	2	0158978501- WISC-V RESPON	1012909900	610	SUPPLIES - GENERAL	$609.20
27	3	09/17/2026	004650	PEARSON ASSESSMENTS	270463	2	QNTRSITELIC - Q-INTERACTI	1012909900	610	SUPPLIES - GENERAL	$7,251.45
27	3	09/17/2026	004650	PEARSON ASSESSMENTS	270462	3	0158036638 - MASC 2 PAREN	1012909900	610	SUPPLIES - GENERAL	$504.00
27	3	09/17/2026	004650	PEARSON ASSESSMENTS	270462	99	ESTIMATED SHIPPING/HANDLI	1012909900	610	SUPPLIES - GENERAL	$55.68
PEARSON ASSESSMENTS											**$11,785.33**
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270151	1	FELLOWES THERMAL LAMINATI	1011201200	610	SUPPLIES - GENERAL	$63.52
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270318	1	ITEM 128853 OFFICE DEPOT	1011201300	610	SUPPLIES - GENERAL	$4.32
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270315	1	ITEM 456371 SHARPIE FLIP	1011201300	610	SUPPLIES - GENERAL	$13.04
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270297	1	ITEM# 6164305 OFFICE DEPO	1011201300	610	SUPPLIES - GENERAL	$27.28
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270358	1	FIRST GRADE SUPPLIES	1011201500	610	SUPPLIES - GENERAL	$423.22
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270241	1	ITEM #308239 OFFICE DEPOT	1011201600	610	SUPPLIES - GENERAL	$31.20

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27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270151	2	OFFICE DEPOT BRAND FILE F	1011201200	610	SUPPLIES - GENERAL	$99.08
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270318	2	ITEM 375030 BIC BRITE HIG	1011201300	610	SUPPLIES - GENERAL	$5.89
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270315	2	ITEM 6843151 OFFICE DEPOT	1011201300	610	SUPPLIES - GENERAL	$10.78
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270297	2	ITEM# 434252 CRAYOLA CRAY	1011201300	610	SUPPLIES - GENERAL	$58.50
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270241	2	ITEM #806858 EXPO® CHISEL	1011201600	610	SUPPLIES - GENERAL	$117.45
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270151	3	SHARPIKE PERMANENT FINE-P	1011201200	610	SUPPLIES - GENERAL	$23.67
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270318	3	ITEM 364364 AVERY EASY PE	1011201300	610	SUPPLIES - GENERAL	$24.55
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270315	3	ITEM 6843160 OFFICE DEPOT	1011201300	610	SUPPLIES - GENERAL	$10.20
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270241	3	ITEM #431774 STAEDTLER®	1011201600	610	SUPPLIES - GENERAL	$44.85
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270151	4	SHARPIE PERMANENT ULTRA F	1011201200	610	SUPPLIES - GENERAL	$27.24
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270315	4	ITEM 698869 OFFICE DEPOT	1011201300	610	SUPPLIES - GENERAL	$7.79
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270318	4	ITEM 725453 ASTROBRIGHTS	1011201300	610	SUPPLIES - GENERAL	$22.12
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270241	4	ITEM # 452949 SCOTCH TRAN	1011201600	610	SUPPLIES - GENERAL	$47.30
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270151	5	NEENAH MULTI PURPOSE CARD	1011201200	610	SUPPLIES - GENERAL	$22.92
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270315	5	ITEM 288732 OFFICE DEPOT	1011201300	610	SUPPLIES - GENERAL	$12.69
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270318	5	ITEM 434252 CRAYOLA CRAYO	1011201300	610	SUPPLIES - GENERAL	$3.12
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270318	6	ITEM 270312 TICONDEROGA D	1011201300	610	SUPPLIES - GENERAL	$13.89
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270315	6	ITEM 5340086 C-LINE SELF	1011201300	610	SUPPLIES - GENERAL	$30.58

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27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270318	7	ITEM 186348 OFFICE DEPOT	1011201300	610	SUPPLIES - GENERAL	$1.99
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270315	7	ITEM 308239 OFFICE DEPOT	1011201300	610	SUPPLIES - GENERAL	$7.80
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270315	8	ITEM 551703 BOSTITCH INPO	1011201300	610	SUPPLIES - GENERAL	$22.04
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270318	8	ITEM 959092 OFFICE DEPOT	1011201300	610	SUPPLIES - GENERAL	$2.09
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270318	9	ITEM 612071 OFFICE DEPOT	1011201300	610	SUPPLIES - GENERAL	$17.24
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270315	9	ITEM 745922 SWINGLINE STA	1011201300	610	SUPPLIES - GENERAL	$13.12
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270315	10	ITEM 162672 RAINBOW SUPER	1011201300	610	SUPPLIES - GENERAL	$25.78
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270315	11	ITEM 238994 AVERY DIVIDER	1011201300	610	SUPPLIES - GENERAL	$7.25
27	3	09/17/2026	001553	OFFICE DEPOT BUSINESS SERVICES	270315	12	ITEM 452121 SWINGLINE CLA	1011201300	610	SUPPLIES - GENERAL	$24.59
OFFICE DEPOT BUSINESS SERVICES											**$1,267.10**
27	3	09/17/2026	001395	MINDWARE	270289	1	IN-14110970 - SCRATCH A L	1012439900	640	BOOKS & PERIODICALS	$5.96
27	3	09/17/2026	001395	MINDWARE	270289	2	IN-14284554 - BEST YOU SH	1012439900	640	BOOKS & PERIODICALS	$6.98
27	3	09/17/2026	001395	MINDWARE	270289	3	IN-13960679 SECTORI	1012439900	640	BOOKS & PERIODICALS	$39.92
27	3	09/17/2026	001395	MINDWARE	270289	4	IN-14110969 SCRATCH-A-LAU	1012439900	640	BOOKS & PERIODICALS	$5.96
27	3	09/17/2026	001395	MINDWARE	270289	5	IN-13992115 SCIENCE TRIVI	1012439900	640	BOOKS & PERIODICALS	$33.94
27	3	09/17/2026	001395	MINDWARE	270289	6	IN-13771160 BURST OUT LAU	1012439900	640	BOOKS & PERIODICALS	$27.92
27	3	09/17/2026	001395	MINDWARE	270289	7	IN-14116913 EXPLORE STEM	1012439900	640	BOOKS & PERIODICALS	$29.96
27	3	09/17/2026	001395	MINDWARE	270289	8	IN-14331652 GEONYX	1012439900	640	BOOKS & PERIODICALS	$67.92
27	3	09/17/2026	001395	MINDWARE	270289	99	ESTIMATED SHIPPING/HANDLI	1012439900	640	BOOKS & PERIODICALS	$21.86
MINDWARE											**$240.42**

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27	3	09/17/2026	101530	SUPERIOR CHEER	270161	1	BATTLE FLAG ROYAL B	1032323100	610	SUPPLIES - GENERAL	$79.95
27	3	09/17/2026	101530	SUPERIOR CHEER	270161	2	BATTLE FLAG ROYAL H	1032323100	610	SUPPLIES - GENERAL	$79.95
27	3	09/17/2026	101530	SUPERIOR CHEER	270161	3	BATTLE ROYAL S	1032323100	610	SUPPLIES - GENERAL	$79.95
27	3	09/17/2026	101530	SUPERIOR CHEER	270161	6	MEGAPHONE	1032323100	610	SUPPLIES - GENERAL	$45.90
SUPERIOR CHEER											**$285.75**
27	3	09/17/2026	102079	POWERSCHOOL GROUP, LLC	270333	1	EFINANCE LICENSE & SUBSCR	1022410400	650	SUPP & FEES TECH RELATED	$1,599.30
27	3	09/17/2026	102079	POWERSCHOOL GROUP, LLC	270334	1	EFINANCE LICENSE & SUBSCR	1022410400	650	SUPP & FEES TECH RELATED	$286.33
27	3	09/17/2026	102079	POWERSCHOOL GROUP, LLC	270582	1	EFINANCE SUBSCRIPTION CHA	1022410400	650	SUPP & FEES TECH RELATED	$3,120.00
27	3	09/17/2026	102079	POWERSCHOOL GROUP, LLC	270340	1	ENROLLMENT ANALYTICS HOST	1022410400	650	SUPP & FEES TECH RELATED	$11,454.72
POWERSCHOOL GROUP, LLC											**$16,460.35**
27	3	09/17/2026	101125	PRISMATIC MAGIC	270541	1	PRISMATIC MAGIC LASER SPE	1021229759	360	EE TRAINING & DEVELOP SER	$1,498.00
PRISMATIC MAGIC											**$1,498.00**
27	3	09/17/2026	001771	PRO ED	270247	1	20385	1012419900	640	BOOKS & PERIODICALS	$1,622.00
27	3	09/17/2026	001771	PRO ED	270247	2	20390	1012419900	640	BOOKS & PERIODICALS	$2,816.00
27	3	09/17/2026	001771	PRO ED	270247	3	20403	1012419900	640	BOOKS & PERIODICALS	$1,746.00
27	3	09/17/2026	001771	PRO ED	270247	4	20407	1012419900	640	BOOKS & PERIODICALS	$704.00
27	3	09/17/2026	001771	PRO ED	270247	99	ESTIMATED SHIPPING/HANDLI	1012419900	640	BOOKS & PERIODICALS	$688.80
PRO ED											**$7,576.80**
27	3	09/17/2026	104211	RIVERSIDE INSIGHTS	270464	1	1493822 EASYCBM 1Y RENEW	1012909900	650	SUPP & FEES TECH RELATED	$4,815.00
RIVERSIDE INSIGHTS											**$4,815.00**
27	3	09/17/2026	002510	SAVVAS LEARNING	270145	2	ISBN - 9781418361679 - HA	1011009800	640	BOOKS & PERIODICALS	$1,730.00
27	3	09/17/2026	002510	SAVVAS LEARNING	270145	4	ISBN - 9781418361686 - HA	1011009800	640	BOOKS & PERIODICALS	$1,730.00
27	3	09/17/2026	002510	SAVVAS LEARNING	270145	99	ESTIMATED SHIPPING/HANDLI	1011009800	640	BOOKS & PERIODICALS	$294.10
SAVVAS LEARNING											**$3,754.10**

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27	3	09/17/2026	001955	SCHOOL HEALTH CORPORATION	270156	1	APPLICATORS, 3" COTTON TI	1024401500	610	SUPPLIES - GENERAL	$4.68
27	3	09/17/2026	001955	SCHOOL HEALTH CORPORATION	270156	2	BAG, ZIPLOCK FREEZER BAGS	1024401500	610	SUPPLIES - GENERAL	$5.47
27	3	09/17/2026	001955	SCHOOL HEALTH CORPORATION	270156	3	BANDAGE, 1"X3" STRIPS, FA	1024401500	610	SUPPLIES - GENERAL	$33.63
27	3	09/17/2026	001955	SCHOOL HEALTH CORPORATION	270156	5	FORCES, SPLINTER, 4 1/2",	1024401500	610	SUPPLIES - GENERAL	$1.44
27	3	09/17/2026	001955	SCHOOL HEALTH CORPORATION	270156	6	FORCES, SPLINTER, PLAIN,	1024401500	610	SUPPLIES - GENERAL	$2.15
27	3	09/17/2026	001955	SCHOOL HEALTH CORPORATION	270156	8	GLUTOSE 15 GEL, 15-GRAMS	1024401500	610	SUPPLIES - GENERAL	$6.23
27	3	09/17/2026	001955	SCHOOL HEALTH CORPORATION	270156	9	TISSUES, 2-PLY, 9"X7.5"	1024401500	610	SUPPLIES - GENERAL	$29.40
27	3	09/17/2026	001955	SCHOOL HEALTH CORPORATION	270156	10	TOWEL, WHITE, 15"X25"	1024401500	610	SUPPLIES - GENERAL	$9.55
27	3	09/17/2026	001955	SCHOOL HEALTH CORPORATION	270156	11	GLOVES, EXAM, LATEX & POW	1024401500	610	SUPPLIES - GENERAL	$3.75
27	3	09/17/2026	001955	SCHOOL HEALTH CORPORATION	270156	12	COLD THERAPY, COMPRESS 4"	1024401500	610	SUPPLIES - GENERAL	$201.60
27	3	09/17/2026	001955	SCHOOL HEALTH CORPORATION	270156	13	COLD THERAPY, PACK, ANTI-	1024401500	610	SUPPLIES - GENERAL	$4.60
SCHOOL HEALTH CORPORATION											**$302.50**
27	3	09/17/2026	004396	SCHOOL MATE	0	0		1011201200	610	SUPPLIES - GENERAL	$1,003.75
SCHOOL MATE											**$1,003.75**
27	3	09/17/2026	001962	SCHOOL SPECIALTY ,LLC	270150	1	ART SUPPLIES - SEE ATTACH	1011201200	610	SUPPLIES - GENERAL	$38.02
27	3	09/17/2026	001962	SCHOOL SPECIALTY ,LLC	270359	1	FIRST GRADE SUPPLIES	1011201500	610	SUPPLIES - GENERAL	$71.97
27	3	09/17/2026	001962	SCHOOL SPECIALTY ,LLC	270237	1	SEE ATTACHED, 26.27 ART S	1011201600	610	SUPPLIES - GENERAL	$427.08
SCHOOL SPECIALTY ,LLC											**$537.07**
27	3	09/17/2026	102180	SINCLAIR COMMUNITY COLLEGE	270034	1	ITEM - ECO/1KIT/PF - THIS	1011009800	610	SUPPLIES - GENERAL	$14,400.00
27	3	09/17/2026	102180	SINCLAIR COMMUNITY COLLEGE	270034	99	ESTIMATED SHIPPING/HANDLI	1011009800	610	SUPPLIES - GENERAL	$549.99
SINCLAIR COMMUNITY COLLEGE											**$14,949.99**
27	3	09/17/2026	106470	SPECIALIZED EDUCATION OF PA INC	270396	1	OPEN PO FOR THE 26-27 SY	1012909900	563	TUIT NON-PUBLIC SCHOOLS	$4,149.32
SPECIALIZED EDUCATION OF PA INC											**$4,149.32**

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27	3	09/17/2026	002097	STEPS TO LITERACY	0	0	SHIPPING	1011201500	610	SUPPLIES - GENERAL	$3.85
27	3	09/17/2026	002097	STEPS TO LITERACY	270360	1	FIRST GRADE SUPPLIES	1011201500	610	SUPPLIES - GENERAL	$45.00
STEPS TO LITERACY											**$48.85**
27	3	09/17/2026	104268	TALKING POINTS	0	0		1022410400	650	SUPP & FEES TECH RELATED	$42,439.50
TALKING POINTS											**$42,439.50**
27	3	09/17/2026	005724	THINK SOCIAL PUBLISHING INC	270279	1	B-2000 SHOULD I? OR SHOUL	1012339900	640	BOOKS & PERIODICALS	$58.99
27	3	09/17/2026	005724	THINK SOCIAL PUBLISHING INC	270279	99	ESTIMATED SHIPPING/HANDLI	1012339900	640	BOOKS & PERIODICALS	$21.70
THINK SOCIAL PUBLISHING INC											**$80.69**
27	3	09/17/2026	106383	ULTIMATE DRILL BOOK, INC.	270168	1	BEAM LICENSE - SUBSCRIPT	1011009800	650	SUPP & FEES TECH RELATED	$1,500.00
ULTIMATE DRILL BOOK, INC.											**$1,500.00**
27	3	09/17/2026	006736	VERTIV CORPORATION	270304	1	1490539 NX 20-30 INTBAT M	1022410400	340	TECHNICAL SERVICES	$6,316.79
VERTIV CORPORATION											**$6,316.79**
27	3	09/17/2026	002464	W B MASON CO INC	270203	1	2026-2027 WHITE COPY PAPE	1011201100	610	SUPPLIES - GENERAL	$4,435.50
W B MASON CO INC											**$4,435.50**
27	3	09/17/2026	002361	WILSON LANGUAGE TRAINING	270509	1	SEE ATTACHED QUOTE FOR CU	1012419900	640	BOOKS & PERIODICALS	$4,389.00
27	3	09/17/2026	002361	WILSON LANGUAGE TRAINING	270509	99	ESTIMATED SHIPPING/HANDLI	1012419900	640	BOOKS & PERIODICALS	$370.56
WILSON LANGUAGE TRAINING											**$4,759.56**
27	3	09/17/2026	006231	ZOHO CORPORATION	270497	1	ZOHO PASSWORD VAULT FOR 6	1022410400	650	SUPP & FEES TECH RELATED	$2,744.95
ZOHO CORPORATION											**$2,744.95**
26	13	09/17/2026	102843	A-1 LIMOUSINE INC	261261	1	PICK UP FROM BHS 5.17.26	1032763100	580	LOCAL TRAVEL	$2,274.01
A-1 LIMOUSINE INC											**$2,274.01**
26	13	09/17/2026	004877	ZOOM PLUMBING & DRAIN CLEANING	0	0	HS 6/30/26	1026220200	430	REPAIRS & MAINT SVCS	$413.10
ZOOM PLUMBING & DRAIN CLEANING											**$413.10**

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27	3	09/14/2026	900312	(FS) GEORGEO'S WATER ICE, INC.	270009	1	ICE CREAM - WATER ICE PRO	5131000100	631	FOOD	$1,069.60
(FS) GEORGEO'S WATER ICE, INC.											**$1,069.60**
27	3	09/14/2026	900482	HERSHEY CREAMERY COMPANY	270010	1	ICE CREAM FOR ALA CARTE P	5131000100	631	FOOD	$192.00
HERSHEY CREAMERY COMPANY											**$192.00**
27	3	09/15/2026	900286	(FS) EASTERN AUTO PART WAREHOUSE	270007	1	PARTS FOR REFRIGERATED TR	5131000100	610	SUPPLIES - GENERAL	$369.61
(FS) EASTERN AUTO PART WAREHOUSE											**$369.61**
27	3	09/15/2026	900272	(FS) FOOD SAFETY SOLUTIONS INC	270577	1	WAREWASH SANITATION SUPPL	5131000100	610	SUPPLIES - GENERAL	$1,980.67
(FS) FOOD SAFETY SOLUTIONS INC											**$1,980.67**
27	3	09/15/2026	900310	(FS) IMPERIAL DADE	270011	1	PAPER/CUSTODIAL WARES SUP	5131000100	610	SUPPLIES - GENERAL	$5,178.39
(FS) IMPERIAL DADE											**$5,178.39**
27	3	09/15/2026	900493	(FS) SCHOOL NUTRITION ASSOC OF PA	270571	1	2026 SNAPA INFRASTRUCTURE	5131000100	360	EE TRAINING & DEVELOP SER	$90.00
(FS) SCHOOL NUTRITION ASSOC OF PA											**$90.00**
27	3	09/15/2026	900516	(FS)11400, INC.	270353	1	POLYJOHN PS23-2000G 15.5	5131000100	610	SUPPLIES - GENERAL	$1,333.86
(FS)11400, INC.											**$1,333.86**
27	3	09/15/2026	104914	AMAZON CAPITAL SERVICES	270002	1	GENERAL SMALLWARES AND SM	5131000100	610	SUPPLIES - GENERAL	$1,521.76
AMAZON CAPITAL SERVICES											**$1,521.76**
27	3	09/15/2026	102078	MCCARTHY TIRE CO OF PHLA., INC.	270016	1	PARTS FOR REFRIGERATED TR	5131000100	610	SUPPLIES - GENERAL	$1,270.00
MCCARTHY TIRE CO OF PHLA., INC.											**$1,270.00**
27	3	09/15/2026	900152	(FS) OFFICE DEPOT BUSINESS SERVICE	270017	1	OFFICES SUPPLIES - BLANKE	5131000100	610	SUPPLIES - GENERAL	$231.95
(FS) OFFICE DEPOT BUSINESS SERVICE											**$231.95**
27	3	09/15/2026	900087	(FS) SAM'S CLUB	270019	1	MISCELLANEOUS FOOD & SUPP	5131000100	631	FOOD	$266.78
(FS) SAM'S CLUB											**$266.78**

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27	3	09/15/2026	900092	(FS) SINGER EQUIPMENT CO INC	270022	1	CUSTODIAL-SMALLWARES-SMAL	5131000100	610	SUPPLIES - GENERAL	$1,244.95
(FS) SINGER EQUIPMENT CO INC											**$1,244.95**
27	3	09/15/2026	900553	LEHIGH VALLEY DAIRY	270014	1	MILK & JUICE PRODUCTS FOR	5131000100	632	MILK	$2,722.79
LEHIGH VALLEY DAIRY											**$2,722.79**
27	3	09/15/2026	900299	(FS) SDA MECHANICAL SERVICES INC	270020	1	REFRIGERATION & APPLIANCE	5131000100	430	REPAIRS & MAINT SVCS	$2,288.75
(FS) SDA MECHANICAL SERVICES INC											**$2,288.75**
27	3	09/15/2026	900001	(FS) AIR VENT DUCT CLEANING	270001	1	ANNUAL KITCHEN EXHAUST VE	5131000100	430	REPAIRS & MAINT SVCS	$4,125.00
(FS) AIR VENT DUCT CLEANING											**$4,125.00**
27	3	09/15/2026	900021	(FS) CLARK SERVICE GROUP	270006	1	OVEN & DISHWASHER REPAIR	5131000100	430	REPAIRS & MAINT SVCS	$491.50
(FS) CLARK SERVICE GROUP											**$491.50**
27	3	09/15/2026	900556	INFINITE MECHANICAL LLC	270012	1	APPLIANCE REPAIR - $152/H	5131000100	430	REPAIRS & MAINT SVCS	$1,888.80
INFINITE MECHANICAL LLC											**$1,888.80**
27	3	09/15/2026	900522	KEYSTONE REFRIGERATION SERVICE INC	270013	1	REFRIGERATION REPAIR - $1	5131000100	430	REPAIRS & MAINT SVCS	$1,733.77
KEYSTONE REFRIGERATION SERVICE INC											**$1,733.77**
27	3	09/15/2026	100028	TERMITE PROOFING AND PEST CONTROL	270023	1	PEST CONTROL FOR NINE KIT	5131000100	460	PEST CONTROL	$1,764.00
TERMITE PROOFING AND PEST CONTROL											**$1,764.00**
27	3	09/15/2026	900107	(FS) US FOODSERVICE INC ALLENTOWN	270029	1	GROCERY - SUMMER FEEDING	5131000100	631	FOOD	$4,932.62
27	3	09/15/2026	900107	(FS) US FOODSERVICE INC ALLENTOWN	270378	1	GROCERY - SUMMER FEEDING	5131000100	631	FOOD	$38,094.38
(FS) US FOODSERVICE INC ALLENTOWN											**$43,027.00**
27	2	08/31/2026	104902	SMALL JOURNEYS INC	0	0	HS CLASS OF 2028	2132003100	899	STUDENT ACTIVITY ACCOUNT	$6,000.00
SMALL JOURNEYS INC											**$6,000.00**
27	2	08/31/2026	002072	SPIKES TROPHIES LTD	0	0	MISC	2132003100	899	STUDENT ACTIVITY	$1,311.96

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										ACCOUNT	
SPIKES TROPHIES LTD											**$1,311.96**
27	3	09/15/2026	101226	KAREN E SIBLEY	0	0	OWL AMBASSADORS	2132003100	899	STUDENT ACTIVITY ACCOUNT	$427.93
KAREN E SIBLEY											**$427.93**
27	3	09/15/2026	105555	SCOPOS LLC	0	0	ROTC	2132003100	899	STUDENT ACTIVITY ACCOUNT	$120.00
SCOPOS LLC											**$120.00**
27	3	09/15/2026	100291	WENDY L SIWEK	0	0	SCH WDE POSITIVE BEHA	2132001400	899	STUDENT ACTIVITY ACCOUNT	$162.05
WENDY L SIWEK											**$162.05**
27	3	09/15/2026	101822	STACY L FIET	0	0	STUDENT COUNCIL	2132001100	899	STUDENT ACTIVITY ACCOUNT	$295.98
STACY L FIET											**$295.98**
27	3	09/15/2026	100934	ZACHARY D TAYLOR	0	0	SCH WDE POSITIVE BEHA	2132001600	899	STUDENT ACTIVITY ACCOUNT	$187.24
ZACHARY D TAYLOR											**$187.24**
27	3	09/17/2026	106806	AMBER MCELVEEN	0	0	SCH WDE POSITIVE BEHA	2132001400	899	STUDENT ACTIVITY ACCOUNT	$89.18
AMBER MCELVEEN											**$89.18**
27	3	09/17/2026	106805	TRICKETT TRUCK OF YARDLEY, LLC DBA	0	0	SCH WDE POSITIVE BEHA	2132001600	899	STUDENT ACTIVITY ACCOUNT	$564.98
TRICKETT TRUCK OF YARDLEY, LLC DBA											**$564.98**
27	3	09/03/2026	100734	BRIAN A ALLEN	0	0	TUITION	1022700400	240	TUITION REIMBURSEMENT	$3,000.00
BRIAN A ALLEN											**$3,000.00**
27	3	09/03/2026	104667	JESSICA L HARRIS	0	0	TUITION	1022700400	240	TUITION REIMBURSEMENT	$375.00
JESSICA L HARRIS											**$375.00**
27	3	09/03/2026	106790	REBECCA ANNE DAITZMAN	0	0	1ST COURSE	1022700400	240	TUITION REIMBURSEMENT	$375.00
27	3	09/03/2026	106790	REBECCA ANNE DAITZMAN	0	0	SECOND COURSE	1022700400	240	TUITION REIMBURSEMENT	$375.00
REBECCA ANNE DAITZMAN											**$750.00**
27	3	09/03/2026	101699	JOHN L STEFFY	0	0	AUGUST GAS MILES	1025110100	580	LOCAL TRAVEL	$250.00
JOHN L STEFFY											**$250.00**

Bensalem Township School District - Check Register for Board Approval

FY	Per	Check Date	Vendor #	Vendor Name	Enc/PO #	Seq	Transaction Description	Budget Unit	Account	Account Title	Transaction Amount
27	3	09/03/2026	105298	SARAH M REED	0	0	7-30-26 TUITION	1022700400	240	TUITION REIMBURSEMENT	$1,125.00
SARAH M REED											**$1,125.00**
27	3	09/03/2026	106441	STEFANIE A RYAN	0	0	JUN-AUGUST MILES	1022709800	580	LOCAL TRAVEL	$21.58
STEFANIE A RYAN											**$21.58**
27	3	09/03/2026	105488	DANA L SNYDER	0	0	TUITION	1022700400	240	TUITION REIMBURSEMENT	$501.00
DANA L SNYDER											**$501.00**
27	3	09/03/2026	103219	AISHA S WESTON	0	0	TUITION	1022700400	240	TUITION REIMBURSEMENT	$2,829.60
AISHA S WESTON											**$2,829.60**
Summary											**$3,057,673.20**

SENIOR TAX REBATES

NAME	Address	AMOUNT APPROVED
Rosita Taylor	1107 Sheffield Ct. Bensalem, PA 19020	$450.00
Marie Carp	526 Wicker Ave. Bensalem, PA 19020	$450.00
Robert Litz	781 Haunted Ln. Bensalem, PA 19020	$150.00
Ann Dorf	1424 Alexander Way Bensalem, PA 19020	$750.00
Robert Martin	3715 Skyline Dr. Bensalem, PA 19020	$1,050.00
Joe MacAdams	1050 Clovernook Ave. Bensalem, PA 19020	$450.00
June Cont. Total		$3,300.00

HARRIS

Phone: 484-261-8200
Email: arosenberg@harristechnologyservices.com
Web: www.harristechnologyservices.com

We have prepared a quote for you

Bensalem Township School District Security Camera Expansion V2

Quote # 007524
Version 3

PREPARED FOR

Bensalem Township School District

John Steffy
jsteffy@bensalemsd.org

Statement of Work

Scope of Work (SOW) for Security Integration Services

This Scope of Work outlines the services and deliverables provided by Harris Technology Services to Bensalem Township School District for implementing and configuring a comprehensive security system.

Overview:

Per the Security Camera Expansion Project document provided by Bensalem Township School District.

- **Technical Specifications & Basis of Design, Grant Funding Proposal (August 2026)**

Security Camera Systems (CCTV / IP Surveillance)

1. **Design and Planning**
   - Site assessment for camera placement.
   - Camera type selection.
   - Network infrastructure assessment for IP camera connectivity.
2. **Installation and Configuration**
   - HTS to provide and install (41) Hanwha cameras per attached plans.
     - Camera models and necessary mounts / POE injectors as noted on following products pages.
   - HTS to provide and run (41) Cat6 lines for cameras and viewing stations.
     - Cat6 lines to be open air plenum cabling.
     - Does not include conduit, raceways or pathways.
   - HTS to terminate cabling at network switches.
     - Existing switches to be used. Client to provide open ports.
     - Client to provide network configuration for camera system with HTS coordination.
   - Owner is responsible for base power. Any required high voltage work can be coordinated through HTS and will be a separate quote.
   - HTS to integrate with existing security system.
   - Camera licensing included in this proposal is for a total of 18 cameras. Customer has existing licenses.
3. **System Integration and Training**
   - Connectivity testing and calibration.
   - Setup of remote viewing, monitoring and recording.

Responsibilities

Security Integrator Responsibilities:

- Deliver all equipment, installation, configuration, and testing.
- Provide training and documentation.
- Maintain adherence to safety and security standards.

Client Responsibilities:

- Access control setup and user credentials to be provided in excel format. If not available, HTS will assist in setup for an additional fee.
- Cabling (if existing) is in place and accessible. If cable is to be installed by provider, cable paths are defined and free of major obstacles.
- Provide access to all areas where products are to be installed.
- Provide room for installation and training.
- Provide any licensing (Microsoft, Zoom, etc.) 72 hours in advance of installation (if applicable).
- Provide IT assistance for IP addresses and network questions as needed. If you do not have an on-site IT employee, the contracted installer requires a pre-meeting with your 3rd Party IT provider.
- Provide contractor ID badge for all technicians (if required).
- Provide a staging area or room for technicians.
- Provide network configuration and management of devices on customer network (if applicable).
- Provide access to service entrances, elevators, etc. where they are required.
- Provide parking for oversized installation vehicles.
- Provide adequate space for the disposal of boxes and trash from the installation.
- Provide designated point of contact for project responsible for planning and coordination.
- Provide a schedule of black-out dates for installation prior to project start date.
- Ensure compliance with security policies.
- Assign personnel for training and ownership.

Installation:

- Includes labor and materials for installation.
- Installation is non-union and non-prevailing wage.
- Lift not included.
- HTS to assist with (1) only camera focus / adjustment at initial time of installation.
- Installation to occur during normal business hours. HTS is to be provided free and clear access to all device locations. If after-hours become required, additional charges may apply.

Work to be performed during normal business hours, consisting of Monday through Friday, 9A to 5PM. Work outside these hours, not specifically called out in this scope of work, will incur additional fees. All labor quoted is NON-UNION unless specifically called out in this scope of work.

Cabling to be run to nearest IDF. Customer must provide sufficient power and internet to the building that can be used to setup security system. HTS utilizes industry standard CAT6 PoE cabling that has a maximum run of 300' from the IDF or switch location. Beyond this distance, additional power sources, switches, and other types of cabling are required to properly install the system. If installation circumstances differ from from what is explicitly called out in this scope of work, additional charges will be incurred.

Pricing includes (1) mobilization.

- One for combined cable and device installation.
- Where construction progress causes interruptions in workflow necessitating multiple visits for partial scopes of work, additional charges may apply.
- Site must supply secure locked space for tools, materials and equipment.
- Where site requires multiple moves of storage / shanty space, additional charges may apply.

HTS will invoice payment for product upon product shipment. Payment is due within 30 days of issued invoice. Upon payment, project installation will be scheduled. Labor will be invoices in monthly installments against installation progress with final payment due upon completion of project. Returns are subject to approval by HTS within 30 days from the time an invoice is issued. Accepted returns are subject to a 35% restocking fee. Specialty and custom order products are non-refundable. After 30 days, product cannot be returned. Any labor incurred against the executed

contract will be invoiced in full. Any outstanding labor will be credited against final invoice.

Site Conditions are understood to be:

- Back boxes, stub ups, conduit, riders, paths, penetrations by others except where specifically noted otherwise.
- Patching and painting is excluded and is by others.
- Fire alarm relay suppled and installed at access control panel location by others.
- 120-VAC is supplied, installed and terminated by others.

Change Orders
Any changes to this agreement shall require an approved change order, which shall modify the scope of work, proposal cost, and timeline of the project. This agreement defines and limits the equipment to be furnished as part of this proposal. The terms of this agreement govern the entire project, including any potential change order.

Workmanship Warranty:
The contracted installer shall warranty their initial work (labor) for one year from the installation date. This only includes labor related to the specified scope of work for the solution that was originally provided. Work requested to be performed outside the initial scope and work and not related to this workmanship warranty will be chargeable to the customer unless covered by an additional support plan that was purchased at the time of agreement.

Product Warranty:
The product warranty does not include batteries, electrical surges, lightning damage, software upgrades and repairs, communication devices that are no longer supported by communication pathways, obsolete components, and components exceeding manufacturer's useful life. The contracted installer is not the manufacturer of the equipment and other than the labor warranty (above), the Customer agrees to look exclusively to the manufacturer of the equipment for repairs under its warranty coverage, if any. If the customer chooses for additional fee or if covered by a support plan, the contracted installer can provide a labor quote to assist with work related to warrantied products post installation.
The contracted installer makes no express warranties as to any matter whatsoever, including, without limitation to, unless prohibited by law, the condition of the equipment, its merchantability, or its fitness for any particular purpose, and the contracted installer shall not be liable for consequential damages.

Unless otherwise specified, no equipment provided by the contracted installer is represented to be medical grade, FDA approved, or intended for use by a healthcare professional or healthcare facility or to diagnose, treat, cure, or prevent a disease or medical condition. The contracted installer does not represent nor warrant that the system may not be compromised or circumvented, or that the system will prevent any loss by burglary, hold- up, or otherwise; or that the system will in all cases provide the protection for which it is installed.

The contracted installer expressly disclaims any implied warranties, including implied warranties of merchantability or fitness for a particular purpose. The warranty does not cover any damage to material or equipment caused by accident, misuse, attempted or unauthorized repair service, modification, or improper installation by anyone other than the contracted installer. The Customer acknowledges that any affirmation of fact or promise made by the contracted installer shall not be deemed to create an express warranty unless included in this agreement in writing; that the Customer is not relying on the contracted installer's skill or judgment in selecting or furnishing a system suitable for any particular purpose and that there are no warranties which extend beyond those on the face of this agreement, and that the contracted installer has offered additional and more sophisticated equipment for an additional charge which the Customer has declined. The Customer's exclusive remedy for the contracted installer's breach of this agreement or negligence to any degree under this agreement is to require the contracted installer to repair or replace, at the contracted installer's option, any equipment which is non-operational.

This Limited Warranty is independent of and in addition to any service contracted. This Limited Warranty gives you

specific legal rights and you may also have other rights which vary from state to state. If required by law, the contracted installer will procure all permits required by local law and will provide, when requested, a Certificate of Workman's Compensation prior to starting work. Additional charges may apply.

Warranty exceptions: Acts of Nature, vandalism, misuse of system, device causing failure or modification/alteration of devices by non (Installer) personnel.

Elements Beyond the Control of Installer
The schedule of any other contractors involved in this project shall be made in consultation with the contracted installer, and unless otherwise agreed to, shall provide time for the contracted installer to perform their work on an 8-hour day, 40-hour week basis. This proposal does not include provision for the contracted installer to perform overtime work for delays not caused by the installer.

An additional charge to the contract shall be made for any mutually agreed upon overtime. The contracted installer shall not be responsible for delays or default that are occasioned by caused of any kind that are beyond their control, including but not limited to delays or defaults of Architects, the Owner, the Contractor, and Subcontractors, other third parties, civil disorders, labor disputes, and Acts of God.

The contracted installer shall be entitled to equitable adjustments in the amount of the contract for delays caused by anything that is beyond their control.

Third Party Materials
For third party installs in which additional product is needed and those materials or equipment that are included in their proposal become temporarily or permanently unavailable for reasons beyond the control and without the fault of the contracted installer, then in the case of such temporary unavailability, the contracted installer reserves the right to supply and install alternative equipment subject to availability.

Delays
The contracted installer shall not be liable for any delay in the performance of the work resulting from or attributed to acts or circumstances beyond the contracted installer's control, including, but not limited to; acts of God, fire, riots, labor disputes, conditions of the premises, acts or omissions of the purchaser, owner or other contractors, suppliers or subcontractors not instructed by (Installer).

Purchase Agreement Terms

1. The title to any and all products listed on the Sales Order remain with Harris Technology Services (HTS) until full payment is received from client.
2. Invoices are payable upon receipt unless prior written approval is received from the HTS corporate offices.
3. Without prior written approval of HTS you may not assign any of your rights or obligations under this Agreement or allow a lien or encumbrance of any kind to be placed upon any products for which you have not received title free and clear.
4. If payment is not paid when due, you will pay us a late charge of up to 15% of the amount of the payment or $25.00 whichever is greater (or such lesser rate as is maximum rate allowed under applicable law). You also agree to pay $35.00 for each returned check. Restrictive endorsements or additional terms on checks you send to us will not reduce your obligations to us.
5. If payment is not paid when due, we will have the right to take ONE OR MORE of the following actions, in addition to any and all other remedies that may be available to us under the law: (a) cancel this agreement without prior notice or warning to you; (b) file a law suit against you to collect all past due amounts, plus all our reasonable legal costs, including but not limited to reasonable attorneys' fees, reasonable overhead for employee time spent on preparing for suit or attempting to collect payments and mitigate our damages; (c) repossess the Equipment or apply to a court for an order allowing repossession for any Equipment for which you have not received title free and clear.
6. This Agreement, and other terms and conditions that you have acknowledged receipt of by signing this Sales Order, constitute the entire Agreement.

7. As a convenience to you and to further expedite this transaction for you, you agree that a photocopy, electronic image or facsimile of this Agreement which includes a photocopy, electronic image or facsimile of the signatures of both parties shall be as valid, authentic and legally binding as the original version for all purposes and shall be admissible in court as final and conclusive evidence of this transaction and of the execution of this document.

Bensalem High School

Description		Price	Qty	Ext. Price
Installation	**Project Installation**	$22,306.63	1	$22,306.63
QND-8080R 	**Wisenet 5 Megapixel Indoor Network Camera - Color - Dome - White - 65.62 ft Infrared Night Vision - H.265, H.264, MJPEG, H.264M, H.264H - 2592 x 1944 - 3.20 mm- 10 mm Fixed Lens - 3.1x Optical - 30 fps - CMOS - Hanging Mount, Gang Box Mount Corner Mount**	$399.75	19	$7,595.25
PNM-9085RQZ1 	**Wisenet 20 Megapixel Network Camera - Color - Dome - White TAA Compliant - 98.43 ft Infrared Night Vision - H.265, H.264, MJPEG, H.265H, H.265M, H.265B, H.264B, H.264M, H.264H - 2560 x 1920 - 4.13 mm- 9.40 mm Varifocal Lens - 2.3x Optical - 30 fps - CM**	$2,470.00	4	$9,880.00
SBP-400WMW 	**Hanwha Pole/Wall Mount for Mounting Adapter, Enclosure - White - 44.09 lb Load Capacity - Aluminum**	$214.50	4	$858.00
SBP-156KMW 	**Hanwha Techwin Mounting Adapter for Network Camera - White - Aluminum**	$80.60	4	$322.40
SBP-315C	**Hanwha (SBP315C) Tape Media**	$20.15	4	$80.60
Shipping	**Shipping**	$687.00	1	$687.00
			Subtotal:	$41,729.88

Belmont Hills Elementary School

Description		Price	Qty	Ext. Price
Installation	**Project Installation**	$3,428.57	1	$3,428.57
QND-8080R 	**Wisenet 5 Megapixel Indoor Network Camera - Color - Dome - White - 65.62 ft Infrared Night Vision - H.265, H.264, MJPEG, H.264M, H.264H - 2592 x 1944 - 3.20 mm- 10 mm Fixed Lens - 3.1x Optical - 30 fps - CMOS - Hanging Mount, Gang Box Mount Corner Mount**	$399.75	1	$399.75
QNV-8080R 	**Wisenet 5 Megapixel HD Network Camera - Dome - White - 98.43 ft Infrared Night Vision - MJPEG, H.264, H.265 - 2592 x 1944 - 3.20 mm- 10 mm Zoom Lens - 3.1x Optical - 30 fps - CMOS - Ceiling Mount**	$448.50	2	$897.00

Belmont Hills Elementary School

Description		Price	Qty	Ext. Price
SBP-300WMW1 	**Hanwha Techwin Wall Mount for Network Camera - White - Aluminum**	$52.00	2	$104.00
SBP-140HMW 	**Hanwha Techwin Mounting Adapter for Network Camera - White - Aluminum, Plastic**	$32.50	2	$65.00
SBV-A14B 	**Hanwha Techwin Mounting Box for Camera**	$32.50	2	$65.00
SBP-300BW1 	**Hanwha Mounting Bracket - White - Aluminum**	$34.45	2	$68.90
Shipping	**Shipping**	$84.00	1	$84.00
			Subtotal:	$5,112.22

Benjamin Rush Elementary

Description		Price	Qty	Ext. Price
Installation	**Project Installation**	$2,142.86	1	$2,142.86
QND-8080R 	**Wisenet 5 Megapixel Indoor Network Camera - Color - Dome - White - 65.62 ft Infrared Night Vision - H.265, H.264, MJPEG, H.264M, H.264H - 2592 x 1944 - 3.20 mm- 10 mm Fixed Lens - 3.1x Optical - 30 fps - CMOS - Hanging Mount, Gang Box Mount Corner Mount**	$399.75	2	$799.50
Shipping	**Shipping**	$56.00	1	$56.00
			Subtotal:	$2,998.36

Struble Elementary

Description		Price	Qty	Ext. Price
Installation	**Project Installation**	$1,357.14	1	$1,357.14
QND-8080R 	**Wisenet 5 Megapixel Indoor Network Camera - Color - Dome - White - 65.62 ft Infrared Night Vision - H.265, H.264, MJPEG, H.264M, H.264H - 2592 x 1944 - 3.20 mm- 10 mm Fixed Lens - 3.1x Optical - 30 fps - CMOS - Hanging Mount, Gang Box Mount Corner Mount**	$399.75	1	$399.75

Struble Elementary

Description		Price	Qty	Ext. Price
Shipping	**Shipping**	$28.00	1	$28.00
			Subtotal:	$1,784.89

Valley Elementary

Description		Price	Qty	Ext. Price
Installation	**Project Installation**	$2,142.86	1	$2,142.86
QND-8080R 	**Wisenet 5 Megapixel Indoor Network Camera - Color - Dome - White - 65.62 ft Infrared Night Vision - H.265, H.264, MJPEG, H.264M, H.264H - 2592 x 1944 - 3.20 mm- 10 mm Fixed Lens - 3.1x Optical - 30 fps - CMOS - Hanging Mount, Gang Box Mount Corner Mount**	$399.75	2	$799.50
Shipping	**Shipping**	$56.00	1	$56.00
			Subtotal:	$2,998.36

Robert K. Shafer Middle

Description		Price	Qty	Ext. Price
Installation	**Project Installation**	$7,285.71	1	$7,285.71
QND-7082R 	**Wisenet 4 Megapixel Indoor Network Camera - Color - Dome - White - 65.62 ft Infrared Night Vision - H.265M, H.265H, H.264M, H.264H, MJPEG, H.265, H.264 - 2560 x 1440 - 3.20 mm- 10 mm Varifocal Lens - 3.1x Optical - 30 fps - CMOS - In-ceiling, Flush Mount**	$364.00	8	$2,912.00
Shipping	**Shipping**	$225.00	1	$225.00
			Subtotal:	$10,422.71

Cecelia Snyder Middle

Description		Price	Qty	Ext. Price
Installation	**Project Installation**	$2,357.14	1	$2,357.14
QND-8080R 	**Wisenet 5 Megapixel Indoor Network Camera - Color - Dome - White - 65.62 ft Infrared Night Vision - H.265, H.264, MJPEG, H.264M, H.264H - 2592 x 1944 - 3.20 mm- 10 mm Fixed Lens - 3.1x Optical - 30 fps - CMOS - Hanging Mount, Gang Box Mount Corner Mount**	$399.75	2	$799.50
Shipping	**Shipping**	$56.00	1	$56.00
			Subtotal:	$3,212.64

Additional Licenses

Description	Price	Qty	Ext. Price
WAVE-PRO-16 **Hanwha Techwin License - WAVE VMS 16 IP Camera**	$2,080.00	1	$2,080.00
WAVE-PRO-01 **Wisenet WAVE - Professional License - 1 IP Camera**	$130.00	2	$260.00
		Subtotal:	$2,340.00

Bensalem Township School District Security Camera Expansion V2

Prepared by:

Harris Technology Services

Andrew Rosenberg
484-261-8200
arosenberg@harristechnologyservices.com

Prepared for:

Bensalem Township School District

3000 Donallen Drive
Bensalem, PA 19020-1829
John Steffy
(215) 750-2800
jsteffy@bensalemsd.org

Quote Information:

Quote #: 007524

Version: 3
Delivery Date: 08/31/2026
Expiration Date: 09/24/2026

Quote Summary

Description	Amount
Bensalem High School	$41,729.88
Belmont Hills Elementary School	$5,112.22
Benjamin Rush Elementary	$2,998.36
Struble Elementary	$1,784.89
Valley Elementary	$2,998.36
Robert K. Shafer Middle	$10,422.71
Cecelia Snyder Middle	$3,212.64
Additional Licenses	$2,340.00
Total:	$70,599.06

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors. By signing this agreement, you are bound by the full terms and conditions, available online at: https://www.hts.pro/terms

Harris Technology Services

Signature: _____

Name: Andrew Rosenberg

Title: _____

Date: 08/31/2026

Bensalem Township School District

Signature: Dr. Deborah King

Name: Dr. Deborah King, Board President

Date 9/23/26



We have prepared a quote for you

Bensalem Township School District Grant - Access Control

Quote # 065407
Version 3

Prepared for:

Bensalem School District

Jonathan Harder
jharder@bensalemsd.org

Scope of Work

SCOPE OF WORK:

Minuteman security is providing this proposal based on a walkthrough with Jonathan Harder and Kevin Curry, following the exact scope of work provided by the school district below in order to meet the expectations and standards, Minuteman Security used COSTAR pricing and PA-Prevailing wage to furnish, install and program the access control security hardware at the below schools locations:

- Belmont Elementary School 5000 Neshaminy Boulevard, Bensalem, PA 19020
- Struble Elementary School 4300 Bensalem Boulevard, Bensalem, PA 19020
- Cornwell's Elementary School 2215 Hulmeville Rd., Bensalem, PA 19020
- Rush Elementary School 3400 Hulmeville Rd., Bensalem, PA 19020
- VMC 1440 Byberry Rd, Bensalem, PA 19020
- Faust Elementary School 2901 Bellview Dr, Bensalem, PA 19020

BELMONT HILLS ELEMENTARY SCHOOL

C-Wing Side Corridor Access Control Installation & Door replacement
Scope of Work
The Contractor shall furnish all labor, materials, equipment, programming, testing, and incidental items necessary to provide a complete and fully operational access control installation.

The work shall include, but is not be limited to, the following:
• Furnish and install one (1) multi-technology RFID access control reader meeting the following minimum performance requirements:
o Compatible with the District's existing S2 NetBox/Mercury access control platform
o Support OSDP v2.2 and Wiegand communications
o Support 125 kHz Proximity, 13.56 Mhz NFC, Bluetooth Low Energy credentials
o IP65 outdoor rated
o Remote firmware updates
o Visual LED status indication
o Accelerometer-based tamper detection
o Basis of Desing
Wavelynx APEX Reader AX-10 / AX-20 Series
• Furnish and install two (2) recessed 1-inch DPDT door position contacts.
• Furnish and install one (1) Passive Infrared Request-to-Exit Detector meeting the following minimum requirements:
o Wrap-around detection pattern
o Adjustable relay time
o Door monitor capability
o Integrated audible alert
o Selectable fail-safe/fail-secure operation
o UL294 listed

o Basis of Design
Bosch DS160 Series
• Provide supervised 1K/2K End-of-Line (EOL) resistors for all door contact.

Scope of Work

• Furnish and install one (1) Passive Infrared Request-to-Exit Detector meeting the following minimum requirements:
o Wrap-around detection pattern
o Adjustable relay time
o Door monitor capability
o Integrated audible alert
o Selectable fail-safe/fail-secure operation
o UL294 listed
o Basis of Design
Bosch DS160 Series
• Furnish and install one (1) Security Terminal Enclosure meeting the following minimum requirements:
o 16-gauge steel construction
o Powder coated finish
o Lift-away hinged door
o Interior terminal identification
o Terminal points rated for 12 AWG conductors
o UL listed
o Basis of Design
Space Age Electronics TC Series
• Furnish and terminate one (1) TSC-20 tamper switch for the terminal enclosure.
• Furnish and install one (1) Managed Access Control Power Supply meeting the following minimum requirements:
o 120 VAC input
o Minimum 150 W output
o Managed lock outputs
o Auxiliary power outputs
o Battery backup
o Fire alarm disconnect
o Low battery protection
o Surge protection
o UL294 listed
o Basis of Design
LifeSafety Power ProWire E6M Series
• Terminate composite cabling within the terminal enclosure and extend wiring to all field devices.
• Interface all access control wiring with the newly installed electrified hardware on the right-hand reverse (RHR) door leaf.
• Provide all required surface raceway, conduit, Wiremold, junction boxes, fittings, connectors, supports, and miscellaneous installation materials required for a complete installation.
• Provide fire stopping and fire-rated sealant at all penetrations in accordance with applicable NFPA and NEC requirements.
• Program the access control system and perform complete operational testing.
• Verify proper operation of all access control functions including:
o Valid credential access (door admit)
o Invalid credential rejection
o Door held open alarm

o Door forced open alarm
• Coordinate all work with the Owner to minimize disruption to school operations.

Scope of Work

• Remove all installation debris and leave the work area in clean condition.
• Provide all labor, materials, equipment, wiring, programming, testing, and commissioning necessary to deliver a complete, fully functional system.

C-Wing Door Replacement

Scope of Work
The Contractor shall furnish all labor, materials, equipment, hardware, and incidental items necessary to remove the existing door assembly and install a complete, fully operational replacement door system.

The work shall include, but is not be limited to, the following:
• Remove and dispose of the existing door, frame, and associated hardware.
• Furnish and install one (1) new FRP door frame, 2" x 4-1/2", complete with integral door stop.
• Furnish and install one (1) pair of FRP doors, color to be selected by the Owner.
• Provide recessed door pulls on both door leaves.
• Prepare the right-hand reverse (RHR) door for installation of an electric power transfer (EPT).
• Provide narrow vision lites in accordance with manufacturer requirements.
• Furnish and install one (1) 1-inch clear tempered glass vision kit.
• Furnish and install one (1) 83-inch A111HD-PT full concealed aluminum continuous geared hinge with 1/8-inch inset.
• Furnish and install one (1) 83-inch A111HD full concealed aluminum continuous geared hinge with 1/8-inch inset.
• Furnish and install two (2) LCN 4040XP heavy-duty door closers with spring cushion arms, TBSRT mounting, aluminum finish.
• Furnish and install one (1) Von Duprin EPT-10 electric power transfer (SP28 finish).
• Furnish and install one (1) Sargent 56-8606 x 106, 30-inch panic device, satin stainless finish (32D).
• Furnish and install one (1) Sargent 8610, 30-inch panic device, satin stainless finish (32D).
• Install one (1) wire loop between the door and frame to accommodate access control wiring.
• Coordinate installation of the electric latch retraction panic device, electric power transfer, and wire loop with the Owner's Security Integrator.
• Security Integrator shall provide power, low-voltage wiring, programming, and integration for electrified hardware. Door Contractor shall coordinate installation to ensure compatibility and proper operation.
• Verify all frame, door, and hardware alignment and make all adjustments required for proper operation.

• Seal all penetrations and repair adjacent finishes disturbed during installation.
• Remove all debris and leave the work area in clean condition.
• Provide all labor, equipment, fasteners, anchors, and miscellaneous materials necessary to deliver a complete and operational door assembly.

Scope of Work

Total Price:

CORNWELLS ELEMENTARY SCHOOL

Door #2 (Exterior Main Entrance).

Scope of Work
The Contractor shall furnish all labor, materials, equipment, programming, testing, and incidental items necessary to provide a complete and fully operational access control installation.

The work shall include, but is not be limited to, the following:
• Furnish and install one (1) Managed Access Control Power Supply meeting the following minimum requirements:
o 120 VAC input
o Minimum 150 W output
o Managed lock outputs
o Auxiliary power outputs
o Battery backup
o Fire alarm disconnect
o Low battery protection
o Surge protection
o UL294 listed
o Basis of Design
LifeSafety Power ProWire E6M Series
• Furnish and install one (1) Life Safety Power EX-T4 battery enclosure complete with three (3) 12V, 18Ah batteries.
• Provide all labor and materials required to permanently hardwire 120VAC from the electrical room to the Janitorial Closet for the new E6 enclosure. Plug-in (J-cord) power connections shall not be permitted.
• Remove the existing E2 enclosure and install the new E6 enclosure, transferring the existing Mercury controller boards into the new enclosure.
• Furnish and install one (1) MR52-S3 interface board to support the addition of the exterior card reader at Door #2.
• Furnish and install one (1) multi-technology RFID access control reader meeting the following minimum performance requirements:
o Compatible with the District's existing S2 NetBox/Mercury access control platform
o Support OSDP v2.2 and Wiegand communications

o Support 125 kHz Proximity, 13.56 Mhz NFC, Bluetooth Low Energy credentials
o IP65 outdoor rated
o Remote firmware updates
o Visual LED status indication
o Accelerometer-based tamper detection
o Basis of Desing

Scope of Work

Wavelynx APEX Reader AX-10 / AX-20 Series
• Furnish and install two (2) recessed 1-inch DPDT door position contacts.
• Furnish and install one (1) Passive Infrared Request-to-Exit Detector meeting the following minimum requirements:
o Wrap-around detection pattern
o Adjustable relay time
o Door monitor capability
o Integrated audible alert
o Selectable fail-safe/fail-secure operation
o UL294 listed
o Basis of Design
Bosch DS160 Series
• Provide supervised 1K/2K End-of-Line (EOL) resistors for all door contact
• Furnish and install one (1) Passive Infrared Request-to-Exit Detector meeting the following minimum requirements:
o Wrap-around detection pattern
o Adjustable relay time
o Door monitor capability
o Integrated audible alert
o Selectable fail-safe/fail-secure operation
o UL294 listed
o Basis of Design
Bosch DS160 Series
• Furnish and install one (1) Security Terminal Enclosure meeting the following minimum requirements:
o 16-gauge steel construction
o Powder coated finish
o Lift-away hinged door
o Interior terminal identification
o Terminal points rated for 12 AWG conductors
o UL listed
o Basis of Design
Space Age Electronics TC Series
• Furnish and terminate one (1) TSC-20 tamper switch within the terminal enclosure.
• Furnish and install composite access control cable between the E6 Life Safety Power enclosure and the Door #2 Terminal Enclosure (approximately 260 feet).
• Terminate composite cabling within the terminal enclosure and extend wiring to all field devices.
• Interface access control wiring with the newly installed electrified hardware on the right-hand reverse (RHR) door leaf.
• Provide all required conduit, surface raceway, Wiremold, junction boxes, fittings, connectors, supports, and miscellaneous installation materials necessary for a complete installation.

• Provide fire stopping and fire-rated sealant at all penetrations in accordance with applicable NFPA and NEC requirements.
• Program, configure, test, and commission the complete access control system.
• Verify proper operation of all access control functions, including valid credential access, invalid credential rejection, door held open alarms, and door forced open alarms.
• Coordinate all work with the Owner to minimize disruption to building operations.
• Provide all labor, materials, equipment, wiring, programming, testing, and commissioning

Scope of Work

required to deliver a complete and fully operational access control system.

Door #2 (Exterior Main Entrance).

Ai-phone Intercom System Upgrade
If accepted by the Owner, the Contractor shall also provide the following work:
• Furnish and install one (1) Aiphone IX-DV video door station with 30-degree wall mounting bracket at the exterior of Door #2.
• Furnish and install two (2) Aiphone IX-MV7-HB master stations within the main office.
• Furnish and install one (1) Aiphone IXW-MAA IP I/O module within the E6 Life Safety Power enclosure.
• Furnish and install CAT6 cabling from the Janitorial IDF cabinet to each new Aiphone device.
• Terminate, test, and certify all CAT6 cabling.
• Interface the Aiphone I/O module with the new Mercury access control board.
• Program, configure, test, and commission the Aiphone intercom system and its integration with the access control system.
• Coordinate with the Owner's Information Technology Department for network switch ports and assignment of IP address, subnet mask, and gateway information.
• Deliver a complete, fully functional, and integrated Aiphone communication system.
• Provide all labor, materials, equipment, wiring, programming, testing, and commissioning required to deliver a complete and fully operational access control system.

Door #2 Main Entrance
• Install electric strike assy, power and integration by security integrator
• (1) Command Access MLRK1-SGT
• (1) Alarm Control - DL-2- Door Cords 18".

Total Price:

FAUST ELEMENTRAY SCHOOL

Door #2 (Main Entrance) and Cafeteria Rear Entrance.

Scope of Work
The Contractor shall furnish all labor, materials, equipment, programming, testing, and incidental items necessary to provide a complete and fully operational access control installation.

The work shall include, but is not be limited to, the following:
• Furnish and install one (1) Managed Access Control Power Supply meeting the following minimum requirements:
o 120 VAC input
o Minimum 150 W output
o Managed lock outputs

Scope of Work

o Auxiliary power outputs
o Battery backup
o Fire alarm disconnect
o Low battery protection
o Surge protection
o UL294 listed
o Basis of Design
LifeSafety Power ProWire E6M Series
• Furnish and install one (1) Life Safety Power EX-T4 battery enclosure complete with three (3) 12V, 18Ah batteries.
• Provide all labor and materials required to permanently hardwire 120VAC power from the electrical room (emergency circuit if available) to the new E6 enclosure. Plug-in (J-cord) power connections shall not be permitted.
• Furnish and install one (1) MP1502 intelligent controller to support the Main Entrance and Cafeteria Rear access-controlled doors.
• Furnish and install one (1) multi-technology RFID access control reader meeting the following minimum performance requirements:
o Compatible with the District's existing S2 NetBox/Mercury access control platform
o Support OSDP v2.2 and Wiegand communications
o Support 125 kHz Proximity, 13.56 Mhz NFC, Bluetooth Low Energy credentials
o IP65 outdoor rated
o Remote firmware updates

o Visual LED status indication
o Accelerometer-based tamper detection
o Basis of Desing
• Wavelynx APEX Reader AX-10 / AX-20 Series
• Furnish and install two (2) recessed 1-inch DPDT door position contacts.
• Furnish and install one (1) surface-mounted armored whip DPDT door contact.
• Furnish and install one (1) Passive Infrared Request-to-Exit Detector meeting the following minimum requirements:
o Wrap-around detection pattern
o Adjustable relay time
o Door monitor capability
o Integrated audible alert
o Selectable fail-safe/fail-secure operation
o UL294 listed
o Basis of Design
Bosch DS160 Series
• Provide supervised 1K/2K End-of-Line (EOL) resistors for all door contact.
• Furnish and install one (1) Passive Infrared Request-to-Exit Detector meeting the following minimum requirements:
o Wrap-around detection pattern
o Adjustable relay time
o Door monitor capability
o Integrated audible alert
o Selectable fail-safe/fail-secure operation
o UL294 listed
o Basis of Design
Bosch DS160 Series

Scope of Work

• Furnish and install one (1) Security Terminal Enclosure meeting the following minimum requirements:
o 16-gauge steel construction
o Powder coated finish
o Lift-away hinged door
o Interior terminal identification
o Terminal points rated for 12 AWG conductors
o UL listed
o Basis of Design
Space Age Electronics TC Series
• Furnish and terminate one (1) TSC-20 tamper switch within each terminal enclosure.
• Furnish and install composite access control cabling between the E6 enclosure and the Main Entrance Terminal Enclosure (approximately 100 feet).
• Furnish and install composite access control cabling between the E6 enclosure and the Cafeteria Rear Terminal Enclosure (approximately 280 feet).
• Terminate composite cabling within each terminal enclosure and extend wiring to all associated field devices.
• Interface access control wiring with the newly installed electrified door hardware at the Main Entrance (Right-Hand Reverse leaf) and Cafeteria Rear Entrance (Left-Hand Reverse leaf).
• Provide all required conduit, surface raceway, Wiremold, junction boxes, fittings, connectors, supports, and miscellaneous installation materials necessary to properly protect and conceal all security wiring.

• Provide fire stopping and fire-rated sealant at all penetrations in accordance with applicable NFPA and NEC requirements.
• Program, configure, test, and commission the complete access control system.
• Verify proper operation of all access control functions, including valid credential access, invalid credential rejection, door held open alarms, and door forced open alarms.
• Coordinate all work with the Owner to minimize disruption to school operations.
• Provide all labor, materials, equipment, wiring, programming, testing, and commissioning required to deliver a complete and fully operational access control system.

Door #5 – Café Exit

Scope of Work
The Contractor shall furnish all labor, materials, equipment, programming, testing, and incidental items necessary to provide a complete and fully operational access control installation.

The work shall include, but is not be limited to, the following:
• Modify the existing exit device to provide electrified latch retraction.
• Install one (1) Command Access MLRK1-SGT motorized latch retraction kit.
• Install one (1) Alarm Controls DL-2, 18-inch door cord.
• Disable the existing dogging feature on the exit device.
• Install one (1) LCN 4040XP-RW/PA-AL heavy-duty door closer with parallel arm bracket and TBSRT mounting, aluminum finish.
• Install one (1) LCN 4040-18 mounting plate, aluminum finish.
• Coordinate installation of the electrified hardware with the Security Integrator for final power connection, programming, and system integration.
• Verify proper operation of the exit device, closer, and electrified latch retraction following

Scope of Work

installation.
• Adjust all hardware as required to ensure smooth operation, positive latching, and code-compliant egress.
• Repair any finishes disturbed during installation and remove all installation debris.
• Coordinate all work with the Owner to minimize disruption to building operations.
• The Security Integrator shall provide all power, low-voltage wiring, programming, and integration for the electrified hardware.
• Provide a complete and fully operational door hardware installation ready for final acceptance.

Total Price:

Rush Elementary School

Door #6 -Exterior Main Entrance

Scope of Work
The Contractor shall furnish all labor, materials, equipment, programming, testing, and incidental items necessary to provide a complete and fully operational access control installation.

The work shall include, but is not be limited to, the following:
• Furnish and install one (1) Managed Access Control Power Supply meeting the following minimum requirements:
o 120 VAC input
o Minimum 150 W output
o Managed lock outputs
o Auxiliary power outputs
o Battery backup
o Fire alarm disconnect
o Low battery protection
o Surge protection
o UL294 listed
o Basis of Design
LifeSafety Power ProWire E6M Series
• Furnish and install one (1) Life Safety Power EX-T4 battery enclosure complete with three (3) 12V, 18Ah batteries.
• Provide all labor and materials required to permanently hardwire 120VAC power from the adjacent electrical panel to the new E6 enclosure. Plug-in (J-cord) power connections shall not be permitted.
• Remove the existing E1 enclosure.
• Furnish and install one (1) MP1502 intelligent controller to support the exterior card reader at Door #6.
• Reconnect the existing interior vestibule card reader to the new Mercury controller.
• Furnish and install one (1) multi-technology RFID access control reader meeting the following

Scope of Work

minimum performance requirements:
o Compatible with the District's existing S2 NetBox/Mercury access control platform
o Support OSDP v2.2 and Wiegand communications

o Support 125 kHz Proximity, 13.56 Mhz NFC, Bluetooth Low Energy credentials
o IP65 outdoor rated
o Remote firmware updates
o Visual LED status indication
o Accelerometer-based tamper detection
o Basis of Desing
Wavelynx APEX Reader AX-10 / AX-20
• SeriesFurnish and install two (2) recessed 1-inch DPDT door position contacts.
• Furnish and install one (1) Passive Infrared Request-to-Exit Detector meeting the following minimum requirements:
o Wrap-around detection pattern
o Adjustable relay time
o Door monitor capability
o Integrated audible alert
o Selectable fail-safe/fail-secure operation
o UL294 listed
o Basis of Design
Bosch DS160 Series
• Provide supervised 1K/2K End-of-Line (EOL) resistors for all door contact and REX device circuits.
• Furnish and install one (1) Security Terminal Enclosure meeting the following minimum requirements:
o 16-gauge steel construction
o Powder coated finish
o Lift-away hinged door
o Interior terminal identification
o Terminal points rated for 12 AWG conductors
o UL listed
o Basis of Design
Space Age Electronics TC Series
• Furnish and terminate one (1) TSC-20 tamper switch within the terminal enclosure.
• Furnish and install composite access control cabling between the E6 enclosure and the Door #6 Terminal Enclosure (approximately 260 feet).
• Terminate composite cabling within the terminal enclosure and extend wiring to all associated field devices.
• Interface access control wiring with the newly installed electrified hardware on the right-hand reverse (RHR) door leaf.
• Provide all required conduit, surface raceway, Wiremold, junction boxes, fittings, connectors, supports, and miscellaneous installation materials necessary to properly protect and conceal all security wiring.
• Provide fire stopping and fire-rated sealant at all penetrations in accordance with applicable NFPA and NEC requirements.
• Program, configure, test, and commission the complete access control system.
• Verify proper operation of all access control functions, including valid credential access, invalid credential rejection, door held open alarms, and door forced open alarms.
• Coordinate all work with the Owner to minimize disruption to school operations.

Scope of Work

Door #6 -Exterior Main Entrance

Aiphone Intercom System Upgrade
If accepted by the Owner, the Contractor shall also provide the following work:
• Furnish and install one (1) Aiphone IX-DVF-HW video door station mounted on the brick wall adjacent to Door #6.
• Furnish and install two (2) Aiphone IX-MV7-HB master stations in the main office.
• Furnish and install one (1) Aiphone IXW-MAA IP I/O module within the E6 Life Safety Power enclosure.
• Furnish and install CAT6 cabling from the Break Room IDF cabinet to each Aiphone device.
• Terminate, test, and certify all CAT6 cabling.
• Interface the Aiphone I/O module with the new Mercury access control controller.
• Program, configure, test, and commission the Aiphone intercom system and its integration with the access control system.
• Coordinate with the Owner's Information Technology Department for network switch ports and assignment of IP address, subnet mask, and gateway information.
• Deliver a complete, fully functional, and integrated Aiphone communication system.

Door #6 – Outer Main Entrance (Far Right Door)
• Modify the existing exit device to provide electrified latch retraction.
• Install one (1) Command Access MLRK1-SGT motorized latch retraction kit.
• Install one (1) Alarm Controls DL-2, 18-inch door cord.
• Coordinate installation of the electrified hardware with the Security Integrator for final power connection, programming, and system integration.
• Verify proper operation of the exit device following installation.
Door #7 – Outer Entrance
• Install one (1) Hanchett Entry Systems 9600 surface-mounted electric rim strike (12/24 VDC, 630 finish).
• Install one (1) 1/2-inch spacer for the electric rim strike.
• Install one (1) Sargent 704ETL right-hand reverse (RHR) keyed lever trim, 32D finish.
• Coordinate installation of the electric strike with the Security Integrator for final power connection, programming, and system integration.
• KESO cylinder and core shall be furnished and installed by others.
• Verify proper alignment and operation of the door, strike, and lever trim to ensure positive latching and secure operation.
• Coordinate all work with the Owner and Security Integrator to minimize disruption to building operations.
• Make all adjustments necessary to ensure proper door operation, hardware alignment, and code-compliant egress.

Total Price:

Vehicle Maintenance Center

Scope of Work

East and West Exterior Entrances

Scope of Work
The Contractor shall furnish all labor, materials, equipment, programming, testing, and incidental items necessary to provide a complete and fully operational access control installation.

The work shall include, but is not be limited to, the following:
• Furnish and install one (1) Managed Access Control Power Supply meeting the following minimum requirements:
o 120 VAC input
o Minimum 150 W output
o Managed lock outputs
o Auxiliary power outputs
o Battery backup
o Fire alarm disconnect
o Low battery protection
o Surge protection
o UL294 listed
o Basis of Design
LifeSafety Power ProWire E6M Series
• Furnish and install one (1) Managed Access Control Power Supply meeting the following minimum requirements:
o 120 VAC input
o Minimum 150 W output
o Managed lock outputs
o Auxiliary power outputs
o Battery backup
o Fire alarm disconnect
o Low battery protection
o Surge protection
o UL294 listed
o Basis of Design
LifeSafety Power ProWire E6M Series
• Provide all labor and materials required to permanently hardwire 120VAC power from the adjacent electrical panel to the new E4 enclosure. Plug-in (J-cord) power connections shall not be permitted.

• Remove the existing access control enclosure and consolidate the existing 24VAC power supplies into the new enclosure.
• Furnish and install one (1) MP1502 intelligent controller to support both exterior entrance card readers.
• Furnish and install one (1) multi-technology RFID access control reader meeting the following minimum performance requirements:
o Compatible with the District's existing S2 NetBox/Mercury access control platform
o Support OSDP v2.2 and Wiegand communications
o Support 125 kHz Proximity, 13.56 Mhz NFC, Bluetooth Low Energy credentials
o IP65 outdoor rated
o Remote firmware updates
o Visual LED status indication
o Accelerometer-based tamper detection
o Basis of Desing

Scope of Work

Wavelynx APEX Reader AX-10 / AX-20 Series
• Furnish and install two (2) recessed 1-inch DPDT door position contacts.
• Furnish and install one (1) Passive Infrared Request-to-Exit Detector meeting the following minimum requirements:
o Wrap-around detection pattern
o Adjustable relay time
o Door monitor capability
o Integrated audible alert
o Selectable fail-safe/fail-secure operation
o UL294 listed
o Basis of Design
Bosch DS160 Series
• Provide supervised 1K/2K End-of-Line (EOL) resistors for all door contact and REX device circuits.
• Furnish and install one (1) Security Terminal Enclosure meeting the following minimum requirements:
o 16-gauge steel construction
o Powder coated finish
o Lift-away hinged door
o Interior terminal identification
o Terminal points rated for 12 AWG conductors
o UL listed
o Basis of Design
Space Age Electronics TC Series
• Furnish and terminate one (1) TSC-20 tamper switch within each terminal enclosure.
• Furnish and install one (1) 9500 Rim Strike at the West Entrance.
• Furnish and install composite access control cabling between the E4 enclosure and both entrance terminal enclosures (approximately 160 feet combined).
• Terminate composite cabling within each terminal enclosure and extend wiring to all associated field devices.
• Interface access control wiring with the newly installed electrified door hardware on the right-hand reverse (RHR) door leaf at each entrance.
• Provide all required conduit, surface raceway, Wiremold, junction boxes, fittings, connectors, supports, and miscellaneous installation materials necessary to properly protect and conceal all security wiring.
• Provide fire stopping and fire-rated sealant at all penetrations in accordance with applicable NFPA and NEC requirements.
• Program, configure, test, and commission the complete access control system.

• Verify proper operation of all access control functions, including valid credential access, invalid credential rejection, door held open alarms, and door forced open alarms.
• Coordinate all work with the Owner to minimize disruption to facility operations.
• Provide all labor, materials, equipment, wiring, programming, testing, and commissioning required to deliver a complete and fully operational access control system.

Total Price:

Scope of Work

Struble Elementary School

Door H (Side Double Door).

Scope of Work
The Contractor shall furnish all labor, materials, equipment, programming, testing, and incidental items necessary to provide a complete and fully operational access control installation.

The work shall include, but is not be limited to, the following:
• Furnish and install one (1) Managed Access Control Power Supply meeting the following minimum requirements:
o 120 VAC input
o Minimum 150 W output
o Managed lock outputs
o Auxiliary power outputs
o Battery backup
o Fire alarm disconnect
o Low battery protection
o Surge protection
o UL294 listed
o Basis of Design
LifeSafety Power ProWire E6M Series
• Provide all labor and materials required to permanently hardwire 120VAC power from the adjacent electrical panel to the existing E4 Life Safety Power enclosure. Plug-in (J-cord) power connections shall not be permitted.
• Furnish and install one (1) MR52-S3 interface board to support the addition of the exterior card reader at Door H.
• Furnish and install one (1) multi-technology RFID access control reader meeting the following minimum performance requirements:
o Compatible with the District's existing S2 NetBox/Mercury access control platform
o Support OSDP v2.2 and Wiegand communications
o Support 125 kHz Proximity, 13.56 Mhz NFC, Bluetooth Low Energy credentials
o IP65 outdoor rated
o Remote firmware updates
o Visual LED status indication
o Accelerometer-based tamper detection
o Basis of Desing

Wavelynx APEX Reader AX-10 / AX-20 Series
• Furnish and install two (2) recessed 1-inch DPDT door position contacts.
• Furnish and install one (1) Passive Infrared Request-to-Exit Detector meeting the following minimum requirements:
o Wrap-around detection pattern
o Adjustable relay time
o Door monitor capability
o Integrated audible alert
o Selectable fail-safe/fail-secure operation
o UL294 listed

Scope of Work

o Basis of Design
Bosch DS160 Series
• Provide supervised 1K/2K End-of-Line (EOL) resistors for all door contact and REX device circuits.
• Furnish and install one (1) Security Terminal Enclosure meeting the following minimum requirements:
o 16-gauge steel construction
o Powder coated finish
o Lift-away hinged door
o Interior terminal identification
o Terminal points rated for 12 AWG conductors
o UL listed
o Basis of Design
Space Age Electronics TC Series
• Furnish and terminate one (1) TSC-20 tamper switch within the terminal enclosure.
• Furnish and install composite access control cabling between the existing E4 Life Safety Power enclosure and the Door H Terminal Enclosure (approximately 240 feet).
• Terminate composite cabling within the terminal enclosure and extend wiring to all associated field devices.
• Interface access control wiring with the newly installed electrified hardware on the right-hand reverse (RHR) door leaf.
• Provide all required conduit, surface raceway, Wiremold, junction boxes, fittings, connectors, supports, and miscellaneous installation materials necessary to properly protect and conceal all security wiring.
• Provide fire stopping and fire-rated sealant at all penetrations in accordance with applicable NFPA and NEC requirements.
• Program, configure, test, and commission the complete access control system.
• Verify proper operation of all access control functions, including valid credential access, invalid credential rejection, door held open alarms, and door forced open alarms.
• Coordinate all work with the Owner to minimize disruption to school operations.
• Provide all labor, materials, equipment, wiring, programming, testing, and commissioning required to deliver a complete and fully operational access control system.

Door #8 – Exit H

Scope of Work
The Contractor shall furnish and install all labor, materials, equipment, hardware, accessories, fasteners, anchors, wiring, and incidental items necessary to provide a complete and fully operational replacement door assembly at Door #8 – Exit H.

The work shall include, but is not be limited to, the following:
• Remove and properly dispose of the existing exterior aluminum door assemblies, hardware, thresholds, hinges, and related components.
• Replace the existing right-side entrance with one (1) pair of medium stile aluminum doors, dark bronze finish, complete with standard pulls, standard mid-rails, preparation for 1-inch insulated glazing, and preparation for an electric power transfer (EPT).
• Replace the existing left-side entrance with one (1) pair of medium stile aluminum doors, dark bronze finish, complete with standard pulls, standard mid-rails, and preparation for 1-inch insulated glazing.
• Install eight (8) pieces of 1-inch insulated clear tempered glass.

Scope of Work

• Install one (1) ABH A111HD-PT, 83-inch full mortise continuous geared hinge with power transfer preparation, dark bronze finish.
• Install three (3) ABH A111HD, 83-inch full mortise continuous geared hinges, dark bronze finish.
• Install one (1) Sargent 56-NB-MD8406 electrified panic device on the right-hand reverse (RHR) door leaf.
• Install one (1) Sargent NB-MD8400 panic device.
• Install two (2) Pemko 171A aluminum thresholds, 1/2-inch x 5-inch x 72-inch, without mounting holes.
• Install one (1) Von Duprin EPT-10 Electric Power Transfer, SP313 finish.
• Wrap the existing door header with custom-fabricated aluminum brake metal to conceal existing closer mounting holes as indicated on the project drawings.
• Coordinate installation of the electrified panic device and electric power transfer with the Owner's Security Integrator. The Security Integrator shall provide power, low-voltage wiring, programming, and system integration.
• Verify proper alignment and operation of all doors and hardware and make all adjustments necessary to ensure smooth operation, positive latching, and code-compliant egress.
• Seal all penetrations and repair adjacent finishes disturbed during installation.
• Remove all debris and leave the work area in clean condition.
• Coordinate all work with the Owner to minimize disruption to building operations.
• Provide a complete, fully operational door assembly ready for final acceptance.

Total Price:

Additional notes:

- Some hardware may have extended lead times. Minuteman will not be held responsible for product delays due to supply chain issues.
- Quote includes 1-year labor warranty on all Minuteman installed hardware.
- Quote includes permit fees (if applicable).
- Quote is valid for 14 days

Minuteman assumes the following will be provided and/or installed by others:

- 110VAC as needed.
- POE/POE+ network switches and patch panels, unless otherwise specified.
- Conduit, conduit installation and back-boxes as needed.
- Coring/building penetrations.
- Rack/wall space will be made available as needed.
- Network Cable and cable installation. *(network jacks for cameras must be within 10' of the associated camera. Additional distances will incur T&M cost increases by MST for cable and possible EMT installation.)*
- Painting and patching as needed.

Minuteman assumes:

- Assumes all work will be completed during normal business hours of Monday - Friday 7:00AM - 5:00PM.
- That there is not a requirement for prevailing wage and or union labor.

Customer Supplied Connections:

- A high-speed internet connection with a static IP address must be provided by the customer at the head-end location for remote access.
- A network connection must be provided at each specified location. An IP address may also be required.

Scope of Work

Equipment Returns & Refunds:

- Any product returned to Minuteman, for any reason, may be subject to restocking fees before a refund can be issued.
- Some manufactures only offer a 30-day return policy. Equipment received beyond 30 days may not be eligible for returns. Customer will be fully responsible for any hardware being returned, for any reason, if the manufacturers return policy is beyond expiration.

Existing Devices:

- This proposal assumes that any & all existing conduit, wire, devices & hardware to be used are in satisfactory condition and meet minimum requirements.
- Replacement, repairs and or changes to equipment will require change order authorization by both the customer & Minuteman Security Technologies, Inc.

Project Exclusions:

- Fire System relay connection (if required).
- Infectious Disease Control Measures.

Other Notes:

- The placement of security devices in the elevator cars requires co-operation with the building's elevator company.
- The cost of all elevator company interface wiring is the responsibility of the customer.

Payment Info:

- Payment Terms: [Net30].
- Progress payments per AIA form will be submitted.
- Final Payment due upon completion of project.

BELMONT HILLS ELEMENTARY SCHOOL

MFG	Part Number	Product Description	Qty	Unit Price	Total Price
Life Safety Power	FPO150/2502C82 D8PE6M1	Unified Power System Networked	1	$986.54	$986.54
Life Safety Power	NLC-BOXED	LifeSafety Power NLC-BOXED OSDP Network Module Boxed Unit	1	$261.67	$261.67
Wavelynx	AX20S-STND	Apex standard single gang reader	1	$360.00	$360.00
GEORGE RISK GRI	DPS-199-12W	Door Position Switch. 1" Recessed DPDT	2	$49.60	$99.20
Life Safety Power	EX-T4-BOXED	LSP Product, Boxed, EXT4, 120 VAC	1	$217.36	$217.36
Tri-Ed	TRI-BD127	Battery Back Up	3	$16.21	$48.63
ADI Pro	0E-MCR21KPK2	Resistor Pack for End of Line, 10-Pack	1	$54.39	$54.39
Approved manufacturers	ACCESSPLENJKT4SHLD	22AWG 12 Conductor + 18AWG 4 Cond. 4 Cables Shiel	250	$1.35	$337.50
MST	Labor - Prevailing Wage (PA)	Prevailing Wage Labor - PA - Installation Technician	22	$169.63	$3,731.86

BELMONT HILLS ELEMENTARY SCHOOL

MFG	Part Number	Product Description	Qty	Unit Price	Total Price
MST	Labor - Prevailing Wage (PA)	Prevailing Wage Labor - PA - Programming/ Commissioning	10	$176.53	$1,765.30
	Door Vendor		1	$23,059.64	$23,059.64
Bosch	DS160	PIR EXIT SENSOR LIGHT GRAY	1	$100.80	$100.80
MST	Labor - Prevailing Wage (PA)	Prevailing Wage Labor - PA - Project Management	10	$185.77	$1,857.70

Subtotal: **$32,880.59**

CORNWELLS ELEMENTARY SCHOOL

MFG	Part Number	Product Description	Qty	Unit Price	Total Price
Life Safety Power	FPO150/2502C82 D8PE6M1	Unified Power System Networked	1	$986.54	$986.54
Life Safety Power	NLC-BOXED	LifeSafety Power NLC-BOXED OSDP Network Module Boxed Unit	1	$261.67	$261.67
Mercury Security Corp.	MR52-S3	Dual Door Module - Supports 2 Readers, 8 Inputs,	1	$704.00	$704.00
Wavelynx	AX20S-STND	Apex standard single gang reader	1	$360.00	$360.00
GEORGE RISK GRI	DPS-199-12W	Door Position Switch. 1" Recessed DPDT	2	$49.60	$99.20
Aiphone	IX-MV7-HB	Network Video Master Station, With 7 Inch Touchscreen, Priv	2	$1,787.20	$3,574.40
Aiphone	IX-DV	Network Video Door Station, Vandal Resistant, Surface Mount	1	$1,448.00	$1,448.00
Aiphone	IXW-MAA	MULTI-PURPOSE INPUT/OUTPUT ADAPTOR, DIN RAIL MOUNTED. 4 CON	1	$889.60	$889.60
Aiphone	MCW-S/A	Desk Stand For Jk Series Master Or Sub-Master	1	$30.40	$30.40
Life Safety Power	EX-T4-BOXED	LSP Product, Boxed, EXT4, 120 VAC	1	$217.36	$217.36
Tri-Ed	TRI-BD127	Battery Back Up	3	$16.21	$48.63
ADI Pro	0E-MCR21KPK2	Resistor Pack for End of Line, 10-Pack	2	$54.39	$108.78
Approved manufacturers	ACCESSPLENJKT4S HLD	22AWG 12 Conductor + 18AWG 4 Cond. 4 Cables Shiel	250	$1.16	$290.00
W Box Technologies	0E-CAT6PWH	CAT6 PLENUM - WHITE	600	$0.38	$228.00
Windy City Wire	727110VNQ-S	Cable 18/2 DIRECT BURIAL	500	$0.40	$200.00

CORNWELLS ELEMENTARY SCHOOL

MFG	Part Number	Product Description	Qty	Unit Price	Total Price
MST	Labor - Prevailing Wage (PA)	Prevailing Wage Labor - PA - Installation Technician	40	$169.63	$6,785.20
MST	Labor - Prevailing Wage (PA)	Prevailing Wage Labor - PA - Programming/ Commissioning	16	$176.53	$2,824.48
Bosch	DS160	PIR EXIT SENSOR LIGHT GRAY	1	$100.80	$100.80
	Door Vendor		1	$2,213.33	$2,213.33
MST	Labor - Prevailing Wage (PA)	Prevailing Wage Labor - PA - Project Management	10	$185.77	$1,857.70

Subtotal: **$23,228.09**

FAUST ELEMENTRAY SCHOOL

MFG	Part Number	Product Description	Qty	Unit Price	Total Price
Life Safety Power	FPO150/2502C82 D8PE6M1	Unified Power System Networked	1	$986.54	$986.54
Life Safety Power	NLC-BOXED	LifeSafety Power NLC-BOXED OSDP Network Module Boxed Unit	1	$261.67	$261.67
Genetec	MP1502	GENETEC MP1502 Intelligent Controller	1	$1,400.00	$1,400.00
Wavelynx	AX20S-STND	Apex standard single gang reader	1	$360.00	$360.00
GEORGE RISK GRI	DPS-199-12W	Door Position Switch. 1" Recessed DPDT	2	$49.60	$99.20
Locknetics	7766	7766 Magnetic Door Position Switch	1	$304.80	$304.80
Life Safety Power	EX-T4-BOXED	LSP Product, Boxed, EXT4, 120 VAC	1	$217.36	$217.36
Tri-Ed	TRI-BD127	Battery Back Up	3	$16.21	$48.63
ADI Pro	0E-MCR21KPK2	Resistor Pack for End of Line, 10-Pack	1	$54.39	$54.39
Approved manufacturers	ACCESSPLENJKT4S HLD	22AWG 12 Conductor + 18AWG 4 Cond. 4 Cables Shiel	250	$1.16	$290.00
MST	Labor - Prevailing Wage (PA)	Prevailing Wage Labor - PA - Project Management	10	$185.77	$1,857.70
MST	Labor - Prevailing Wage (PA)	Prevailing Wage Labor - PA - Installation Technician	34	$169.63	$5,767.42
MST	Labor - Prevailing Wage (PA)	Prevailing Wage Labor - PA - Programming/ Commissioning	16	$176.53	$2,824.48
Bosch	DS160	PIR EXIT SENSOR LIGHT GRAY	1	$135.49	$135.49

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FAUST ELEMENTRAY SCHOOL

MFG	Part Number	Product Description	Qty	Unit Price	Total Price
	Door Vendor		1	$7,012.39	$7,012.39

Subtotal: **$21,620.07**

Rush Elementary School

MFG	Part Number	Product Description	Qty	Unit Price	Total Price
Life Safety Power	FPO150/2502C82 D8PE6M1	Unified Power System Networked	1	$986.54	$986.54
Life Safety Power	NLC-BOXED	LifeSafety Power NLC-BOXED OSDP Network Module Boxed Unit	1	$261.67	$261.67
Genetec	MP1502	GENETEC MP1502 Intelligent Controller	1	$1,400.00	$1,400.00
Wavelynx	AX20S-STND	Apex standard single gang reader	1	$360.00	$360.00
GEORGE RISK GRI	DPS-199-12W	Door Position Switch. 1" Recessed DPDT	2	$49.60	$99.20
Aiphone	IX-MV7-HB	Network Video Master Station, With 7 Inch Touchscreen, Priv	2	$1,787.20	$3,574.40
Aiphone	IX-DV	Network Video Door Station, Vandal Resistant, Surface Mount	1	$1,448.00	$1,448.00
Aiphone	IXW-MAA	MULTI-PURPOSE INPUT/OUTPUT ADAPTOR, DIN RAIL MOUNTED. 4 CON	1	$889.60	$889.60
Aiphone	MCW-S/A	Desk Stand For Jk Series Master Or Sub-Master	2	$30.40	$60.80
Life Safety Power	EX-T4-BOXED	LSP Product, Boxed, EXT4, 120 VAC	1	$217.36	$217.36
Tri-Ed	TRI-BD127	Battery Back Up	3	$16.21	$48.63
ADI Pro	0E-MCR21KPK2	Resistor Pack for End of Line, 10-Pack	1	$54.39	$54.39
Approved manufacturers	ACCESSPLENJKT4S HLD	22AWG 12 Conductor + 18AWG 4 Cond. 4 Cables Shiel	250	$1.16	$290.00
W Box Technologies	0E-CAT6PWH	CAT6 PLENUM - WHITE	600	$0.38	$228.00
Windy City Wire	727110VNQ-S	Cable 18/2 DIRECT BURIAL	500	$0.40	$200.00
MST	Labor - Prevailing Wage (PA)	Prevailing Wage Labor - PA - Project Management	10	$185.77	$1,857.70
MST	Labor - Prevailing Wage (PA)	Prevailing Wage Labor - PA - Installation Technician	40	$169.63	$6,785.20
MST	Labor - Prevailing Wage (PA)	Prevailing Wage Labor - PA - Programming/ Commissioning	10	$176.53	$1,765.30

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Rush Elementary School

MFG	Part Number	Product Description	Qty	Unit Price	Total Price
Bosch	DS160	PIR EXIT SENSOR LIGHT GRAY	1	$135.49	$135.49
	Door Vendor		1	$7,222.76	$7,222.76

Subtotal: **$27,885.04**

Vehicle Maintenance Center

MFG	Part Number	Product Description	Qty	Unit Price	Total Price
Life Safety Power	FPO150/2502C82 D8PE6M1	Unified Power System Networked	1	$986.54	$986.54
Life Safety Power	NLC-BOXED	LifeSafety Power NLC-BOXED OSDP Network Module Boxed Unit	1	$279.55	$279.55
Genetec	MP1502	GENETEC MP1502 Intelligent Controller	1	$1,400.00	$1,400.00
Wavelynx	AX20S-STND	Apex standard single gang reader	1	$398.08	$398.08
GEORGE RISK GRI	DPS-199-12W	Door Position Switch. 1" Recessed DPDT	2	$40.30	$80.60
Life Safety Power	EX-T4-BOXED	LSP Product, Boxed, EXT4, 120 VAC	1	$217.36	$217.36
Tri-Ed	TRI-BD127	Battery Back Up	3	$16.21	$48.63
ADI Pro	0E-MCR21KPK2	Resistor Pack for End of Line, 10-Pack	1	$54.39	$54.39
Approved manufacturers	ACCESSPLENJKT4SHLD	22AWG 12 Conductor + 18AWG 4 Cond. 4 Cables Shiel	250	$1.16	$290.00
MST	Labor - Prevailing Wage (PA)	Prevailing Wage Labor - PA - Project Management	10	$185.77	$1,857.70
MST	Labor - Prevailing Wage (PA)	Prevailing Wage Labor - PA - Installation Technician	34	$169.63	$5,767.42
MST	Labor - Prevailing Wage (PA)	Prevailing Wage Labor - PA - Programming/ Commissioning	16	$176.53	$2,824.48
Bosch	DS160	PIR EXIT SENSOR LIGHT GRAY	1	$135.49	$135.49
	Door Vendor		1	$1,274.60	$1,274.60

Subtotal: **$15,614.84**

Struble Elementary School

MFG	Part Number	Product Description	Qty	Unit Price	Total Price
Life Safety Power	FPO150/2502C82 D8PE6M1	Unified Power System Networked	1	$986.54	$986.54

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Struble Elementary School

MFG	Part Number	Product Description	Qty	Unit Price	Total Price
Life Safety Power	NLC-BOXED	LifeSafety Power NLC-BOXED OSDP Network Module Boxed Unit	1	$261.67	$261.67
Mercury Security Corp.	MR52-S3	Dual Door Module - Supports 2 Readers, 8 Inputs,	1	$704.00	$704.00
Wavelynx	AX20S-STND	Apex standard single gang reader	1	$360.00	$360.00
GEORGE RISK GRI	DPS-199-12W	Door Position Switch. 1" Recessed DPDT	2	$49.60	$99.20
Life Safety Power	EX-T4-BOXED	LSP Product, Boxed, EXT4, 120 VAC	1	$217.36	$217.36
Tri-Ed	TRI-BD127	Battery Back Up	3	$13.17	$39.51
ADI Pro	0E-MCR21KPK2	Resistor Pack for End of Line, 10-Pack	1	$44.19	$44.19
Approved manufacturers	ACCESSPLENJKT4SHLD	22AWG 12 Conductor + 18AWG 4 Cond. 4 Cables Shiel	250	$0.94	$235.00
MST	Labor - Prevailing Wage (PA)	Prevailing Wage Labor - PA - Project Management	10	$185.77	$1,857.70
MST	Labor - Prevailing Wage (PA)	Prevailing Wage Labor - PA - Installation Technician	26	$169.63	$4,410.38
MST	Labor - Prevailing Wage (PA)	Prevailing Wage Labor - PA - Programming/ Commissioning	10	$176.53	$1,765.30
Bosch	DS160	PIR EXIT SENSOR LIGHT GRAY	1	$135.49	$135.49
	Door Vendor		1	$29,400.00	$29,400.00
				Subtotal:	**$40,516.34**

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Bensalem Township School District Grant - Access Control

Prepared by:

PA-Warminster

Domenic Gallelli
domenic.gallelli@minutemanst.com

Prepared for:

Bensalem School District

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Bensalem, PA 19020
Jonathan Harder
(215) 750-2800
jharder@bensalemsd.org

Quote Information:

Quote #: 065407

Version: 3
Delivery Date: 08/13/2026
Expiration Date: 08/19/2026

Quote Summary

Description	Amount
BELMONT HILLS ELEMENTARY SCHOOL	$32,880.59
CORNWELLS ELEMENTARY SCHOOL	$23,228.09
FAUST ELEMENTRAY SCHOOL	$21,620.07
Rush Elementary School	$27,885.04
Vehicle Maintenance Center	$15,614.84
Struble Elementary School	$40,516.34
Total:	**$161,744.97**

Payment Terms: Net 30 Days

Minuteman Security & Life Safety

Signature: _____

Name: Domenic Gallelli

Title: Business Development Manager

Date: 08/13/2026

Bensalem School District

Signature: Dr. Deborah King

Name: Dr. Deborah King, Board President

Date: 9/23/26

Minuteman Security & Life Safety T&C's

Sales Agreement Terms & Conditions

These **Sales Agreement Terms & Conditions** (these "Terms & Conditions"), including the terms and conditions below, and any agreement, estimate, proposal, work order, or quote executed in writing pursuant thereto (each a "Proposal" and together with the Terms & Conditions, this "Agreement"), are entered into by and between Minuteman Security Technologies, Inc. ("Minuteman") and the customer listed on a Proposal ("Customer") and are subject to the laws in effect in the State in which it has been signed and executed.

SERVICES: This Agreement constitutes an offer to Customer for performance of installation, repair, and associated services listed in the applicable Proposal (the "Services") for certain equipment provided by Minuteman pursuant to the Proposal (the "System") upon the terms and conditions stated herein, and constitutes a binding contract between Customer and Minuteman upon Customer's acceptance of a Proposal. Upon acceptance, this Agreement, together with all documents referenced herein, shall constate the complete and exclusive agreement between the parties, superseding all other prior oral and written agreements. No modifications, alterations, additions or change orders shall be binding or enforceable unless approved in writing by both parties. For the avoidance of doubt, any terms and conditions listed in Customer's purchase order, confirmation, communications, or otherwise shall not apply to this Agreement and are hereby rejected by Minuteman.

PRICE: In consideration for the performance of the Services, Customer shall pay Minuteman the amount set forth in the Proposal (the "Price"), subject to any modifications in a Change Order (as defined below). Customer authorizes Minuteman to obtain labor and materials in accordance with the Price and the specifications set forth herein to accomplish the Services. Unless otherwise set forth in the Proposal, the Price does not include permits, licenses, sales tax, bonds, or shipping costs .

CHANGE ORDER: The parties may request changes in the Services consisting of reasonable additions, deletions or modifications pursuant to a written change order signed by both parties ("Change Order"). Such requested changes shall not be binding on Minuteman until accepted by Minuteman in a written Change Order. All reasonable and mutually agreed upon changes in the Services and corresponding changes in payments and deadlines shall be authorized by Customer in writing.

PAYMENT: Unless alternate payment terms are set forth in a Proposal, all amounts due hereunder are NET thirty (30) days of the date printed on the invoice. Minuteman may require a deposit in its sole discretion. To the extent permitted by applicable law, any unpaid amounts not received within seven (7) days from Minuteman' completion of the Services shall be subject to interest at the rate of 1.5% per month, or the maximum rate permitted by applicable law, whichever is less. Customer shall reimburse Minuteman for any interests, costs incidental to collection and attorney's fees incurred in the collection of past due amounts. Minuteman may suspend the Services in the event that Customer fails to timely pay any invoiced amount.

MOBILIZATION AND PROGRESS BILLING: Unless otherwise specified in the Proposal, Customer shall pay Minuteman in accordance with the following invoicing schedule: (i) an initial mobilization invoice equal to thirty percent (30%) of the Price shall be issued upon execution of the Proposal and shall be due prior to the commencement of Services. (ii) invoices for the balance of all equipment and materials shall be issued upon receipt of such items by Minuteman and shall be due in accordance with the terms set forth herein; and (iii) progress invoices for labor shall be issued monthly, based on the percentage of completion of the Services and as determined by Minuteman with reasonable discretion.

BILL AND HOLD: Customer may request that Minuteman invoice for and hold in its possession, certain equipment or materials purchased for the Project ("Bill and Hold Arrangement"). Minuteman may, in its sole discretion, agree to such request provided that all of the following conditions are satisfied: (i) Customer provides a written request confirming the need for a Bill and Hold Arrangement and acknowledging that billing will occur prior to delivery; (ii) the Bill and Hold Arrangement is established for a substantive business reason; (iii) the equipment and materials subject to the Bill and Hold Arrangement are specifically identified as belonging to Customer and are segregated from Minuteman's general inventory; (iv) the equipment and materials are complete, ready for physical transfer to Customer and available for delivery at Customer's request; and (v) Minuteman does not retain the ability to use or substitute the equipment and materials or direct them to another customer. Upon Minuteman's issuance of an invoice under a Bill and Hold Arrangement, Customer acknowledges and agrees that all risks of ownership, transfer to the Customer as of the invoice date.

PRE-LIEN NOTICE: MINUTEMAN HEREBY PROVIDES NOTIFICATION THAT ANY PERSON OR MINUTEMAN (INCLUDING MINUTEMAN) SUPPLYING LABOR OR MATERIAL FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST THE PROPERTY WHERE SERVICES ARE PERFORMED IF THAT PERSON OR MINUTEMAN IS NOT PAID FOR THE CONTRIBUTIONS. Upon a default in payment, a lien may be placed on the property and charges will be added from the date of substantial completion at the maximum rate allowed by law.

SCHEDULING: Customer acknowledges and agrees that any dates for performance of the Services set forth in a Proposal are estimates, and that Minuteman reserves the right to reschedule without additional charge to Customer, except as otherwise set forth herein. Customer will be responsible if any interruption of

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Minuteman's Services results from Customer's failure to provide reasonable access or due to the acts of negligence of others not under Minuteman' direction.

TERMINATION: Minuteman may terminate this Agreement in the event of Customer's breach of any of its obligations, provided that Customer fails to cure such breach within thirty (30) days from Minuteman's written notice of the breach. In the event of Minuteman's termination for Customer's breach, Minuteman shall be entitled to collect from Customer all amounts for Services performed up to the date of termination, plus any amounts for non-returnable or non-refundable materials or contracts, and any demobilization costs. Minuteman may suspend its Services if there is any safety issue or if Customer fails to cooperate with Minuteman.

OPERATION: Customer shall be responsible for: (i) properly testing and setting the System on every closing and to properly turn off the System on each opening (if applicable); (ii) testing any detection device, or other electronic equipment designated in the Proposal prior to setting the System for closed periods; (iii) notifying Minuteman promptly if such equipment fails to respond to the test; and (iv) using and operating the System and the equipment properly and in accordance with proper operating procedures. Whenever Minuteman employees or authorized representatives are sent to the Customer's premises in response to a service call or alarm signal caused by the Customer improperly following operating instructions or failing to close or properly secure a protected point, Customer shall pay an additional service charge at Minuteman's prevailing rate per occurrence.

DELAYS; FORCE MAJEURE: Minuteman shall not be liable or responsible to Customer, not be deemed to have defaulted or breached this Agreement, for any failure or delay in fulfilling or performing any terms of this Agreement, however caused, or for interruptions of service caused by strikes, riots, floods, acts of God, fire, earthquake, explosion, government order, law, or action, , national emergency, revolution, insurrection, epidemic, pandemics, restraints or delays affecting carriers or inability or delay in obtaining supplies of adequate or suitable materials, materials, power outage, loss of communication and or other signal transmission lines, or by any event beyond the control of Minuteman.

EXCLUSIONS: Services to be provided by Minuteman pursuant to this Agreement do not include:

- Repair of damage or increase in completion time caused by failure to continually provide a suitable operating environment for the System as prescribed by Minuteman and/or the manufacturer of any equipment used in the System, including, but not limited to, the failure to provide, or the failure of, adequate and regulated electrical power, air conditioning or humidity control; or such special requirements as contained in the Proposal hereto.
- Repair of damage or increase in completion time caused by use of the equipment for other than the ordinary use for which the equipment was designed or purpose for which it was intended.
- Repair of damage, replacement parts (due to other than normal wear) or repetitive service calls caused by the use of unauthorized supplies or equipment.
- Repair of damage or increase in completion time caused by: neglect or misuse, alterations, which shall include, but not be limited to, any deviation from Minuteman's physical, mechanical or electrical machine design; attachments, which are defined as the mechanical, electrical or electronic interconnecting to non-Minuteman equipment and devices not supplied by Minuteman.

ADDITIONAL CHARGES: Unless otherwise specified in the Proposal, service charges for the System are based upon coverage during "normal business hours of operation." Services performed outside this window, or as a result of the failure of the Customer to adhere to the requirements as specified by either the manufacturer or outside the scope of the Agreement, shall be chargeable at Minuteman's prevailing rates. Customer shall not tamper with, adjust, alter, move, remove, or otherwise interfere with equipment without Minuteman's specific permission, nor permit the same by third party. Any work performed by Minuteman to correct Customer's breach of the foregoing obligation shall be paid for by Customer at Minuteman's prevailing rates. Remedial maintenance due to Acts of God or events beyond the control of Minuteman shall be corrected by Minuteman and paid for by Customer at Minuteman's prevailing rates.

Minuteman shall have the right to increase or decrease the rates provided above at any time or times after the expiration of one year from the date Services are provided under this Agreement, upon giving Customer written notice thirty (30) days in advance of the effective date of such increase or decrease.

MINUTEMAN'S LIMITS OF LIABILITY: Customer understands that Minuteman is not an insurer; that Customer is responsible for obtaining insurance for such reasons or purposes, including theft and vandalism, and in such amounts, as Customer shall determine. Customer further understands and agrees that the sums payable hereunder to Minuteman are based upon the value of Services offered and equipment value provided and such sums are not related to the value of property belonging to Customer or to others located on the Customer's premises. To the maximum extent permitted by law, Customer shall not seek indemnity under this Agreement from Minuteman, and specifically waives any rights for indemnity for any damages or losses caused by hazards to customers, invitees, guests, or property of Customer or third parties.

TO THE MAXIMUM EXTENT PERMITTED BY LAW, NEITHER MINUTEMAN NOR ITS AFFILIATES SHALL BE LIABLE FOR CONSEQUENTIAL, INDIRECT,

Minuteman Security & Life Safety T&C's

INCIDENTAL, SPECIAL, EXEMPLARY, PUNITIVE OR ENHANCED DAMAGES, LOST PROFITS OR REVENUES OR DIMINUTION IN VALUE, ARISING OUT OF OR RELATING TO THIS AGREEMENT OR THE UNDERLYING TRANSACTIONS HERETO, REGARDLESS OF (A) WHETHER SUCH DAMAGES WERE FORESEEABLE, (B) WHETHER OR NOT CUSTOMER WAS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND (C) THE LEGAL OR EQUITABLE THEORY (CONTRACT, TORT, OR OTHERWISE) UPON WHICH THE CLAIM IS BASED, AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE. TO THE MAXIMUM EXTENT PERMITTED BY LAW, MINUTEMAN'S TOTAL LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT AND THE UNDERLYING TRANSACTIONS HERETO SHALL NOT EXCEED THE AMOUNT OF $250.00. CUSTOMER ACKNOWLEDGES AND AGREES THAT THIS LIMITATION OF LIABILITY IS AN ESSENTIAL PART OF THIS AGREEMENT AND FURTHER AGREES THAT THIS LIMITATION OF LIABILITY IS REASONABLE. The payment of this amount shall be Minuteman's sole and exclusive liability regardless of the amount of loss or damage incurred by the Customer.

INDEMNIFICATION: Customer shall indemnify and hold harmless Minuteman, its affiliates, and its and their their trustees, officers, professional staff, employees and agents from and against any loss, damage, claim or liability, including reasonable attorneys' fees (collectively "Liabilities") to the extent that such Liabilities arise from: (i) the negligence or willful misconduct of Customer; (ii) any personal injury, death, and damage to real or personal property arising from Customer; (iii) Customer's violation of applicable laws, rules, or regulations; and (iv) Customer's use of any product, equipment, or System. Customer's obligations as an indemnifying party shall include those claims arising from Customer, its affiliates, and its and their trustees, officers, professional staff, employees or agents.

WARRANTY: The Services provided under this Agreement are subject to a one (1) year warranty as follows:

- What is Covered: This warranty covers any defects in workmanship, including installation, with the exceptions stated below.
- How Long Coverage Lasts: This warranty runs for one year from the date the System was installed.
- What Is Not Covered: This warranty does not cover intentional or misuse or of any of the system components or software. The warranty does not cover damage as a result of acts of god (weather, lighting, floods, storms, etc...) or electric surge.
- What Minuteman Will Do: As Customer's sole and exclusive remedy and Minuteman's sole responsibility and liability, Minuteman will repair any part of the System that is proved to be defective in workmanship. In the event repair is not possible on certain System components, Minuteman will replace said component with similar specification and price.
- How To Get Service: Contact our service department at your nearest service center. A service representative will review your system and take any necessary action to correct problems covered by this warranty.
- How State Law Applies: This warranty gives you specific legal rights, and you may also have other rights which vary from state to state.

Customer acknowledges that the Services and/or System may contain or incorporate products or materials manufactured by a third party ("Third-Party Materials"). Third-Party Materials provided under this Agreement and are not covered by warranties set forth herein; provided, however, Minuteman shall pass through to Customer any warranties given by such third parties for any Third-Party Materials, to the extent permitted by such warranties. If any warranties made or given by such third parties are not assignable, Minuteman shall use commercially reasonable efforts to enable Customer to receive the benefit from such warranties. EXCEPT FOR THE EXPRESS REPRESENTATIONS AND WARRANTIES SET FORTH HEREIN: (I) NEITHER MINUTEMAN NOR ANY PERSON ON MINUTEMAN'S BEHALF HAS MADE OR MAKES ANY EXPRESS OR IMPLIED REPRESENTATION OR WARRANTY WHATSOEVER, EITHER ORAL OR WRITTEN, RELATED TO THE SYSTEMS OR SERVICES, INCLUDING, WITHOUT LIMITATION, ANY WARRANTIES OF DESIGN, MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, OR NON-INFRINGEMENT, THAT THE SYSTEM OR THE SERVICES IT FURNISHES WILL AVERT OR PREVENT SECURITY BREACHES, OR THE CONSEQUENCES THEREFROM, WHETHER ARISING BY LAW, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OF TRADE OR OTHERWISE, ALL OF WHICH ARE EXPRESSLY DISCLAIMED; AND (II) CUSTOMER ACKNOWLEDGES THAT IT HAS NOT RELIED UPON ANY REPRESENTATION OR WARRANTY MADE BY MINUTEMAN, OR ANY OTHER PERSON ON MINUTEMAN'S BEHALF, EXCEPT AS SPECIFICALLY PROVIDED HEREIN.

SUBCONTRACTING: Minuteman may subcontract any of its obligations under this Agreement; provided, however, that Minuteman shall not be relieved of any of its obligations under this Agreement by the appointment of such subcontractor.

ASSIGNMENT: Customer may not directly or indirectly assign, transfer, or delegate any of or all of its rights or obligations under this Agreement, voluntarily or involuntarily, including by change of control, merger (whether or not such party is the surviving entity), operation of law, or any other manner, without the prior written consent of Minuteman. Minuteman may freely assign or transfer any of its rights, obligations, or interests of this Agreement without prior written consent of

Minuteman Security & Life Safety T&C's

Customer. Any purported assignment or delegation in violation of this Section shall be null and void.

TARIFF & DUTY ADJUSTMENT CLAUSE: Prices are based on current tariffs and duties. Any increases due to changes in tariffs, duties, or government fees shall be Customer's responsibility. Minuteman reserves the right to adjust pricing and will provide notice before order fulfillment.

THIS QUOTE INCLUDES: Only the items and quantities of devices listed on this quotation. The design is pending approval of authorities having jurisdiction where approval is required. Pre-installation rough-in followed by one site visit for final connection of head-end w/ training if needed and all required testing to be performed during the same visit. Acceptance and testing documentation (when applicable). For alarm systems with a key lock box, if shown on plans the least expensive lock box will be provided unless specified otherwise. Services will be performed during 'normal business hours'. Minuteman may request a network connection in the building to facilitate commissioning and service remotely.

THIS PROPOSAL DOES NOT INCLUDE: Multiple site visits for phased projects unless it was specifically advised of the phasing schedule prior to providing this Proposal. Third party approvals or third-party testing or inspections unless specifically listed. Return visits if other trades could not be coordinated to be present during Minuteman's original site visit. Labeling of devices, controls or any required signs unless specifically listed on the Proposal. Unforeseen existing conditions that were not brought to our attention prior to the Proposal.

IT IS THE CUSTOMER'S RESPONSIBILITY TO: Provide a revised equipment count if the quantities shown are incorrect. Provide a minimum of FIVE business days to schedule. Provide a clean and safe working environment that complies with all OSHA rules and standards. Provide a safe and secure, climate-controlled storage area for tools and the equipment being installed. Provide labeling and any required signs. Provide trash receptacles and pay for all trash removal unless trash removal is specifically listed. Cutting, patching, and painting of any areas affected by the installation unless each of these functions are specifically listed on the quote. If there is a custom annunciator/map or custom control panel, etc. then AutoCAD files must be provided to work from. To pay additional travel and labor costs for any additional unplanned site-visits.

TC-Escalation Clause: Due to recent market volatility and ongoing supply chain issues, Minuteman is incorporating the following clause into all proposals and maintenance contracts: Through no fault of Minuteman, In the event of a delay in product availability or price increase of materials procured by any manufacturer, supplier, reseller, or distributer, the Price, time of completion, or contract requirements shall be adjusted by a Change Order. A change in price of any item of material from our manufacturers, suppliers, resellers, or distributers will be considered between the date of this Agreement and the date of installation. Issuance of a purchase order or signed proposal constitutes acceptance of this clause.

Standard Maintenance Agreement T&C's

Standard Maintenance Agreement

Levels of Service

Features	Silver	Gold	Platinum
Renewal of Manufacturer Software	Covered	Covered	Covered
Remote Support	Covered	Covered	Covered
Annual Software Maintenance	–	Covered	Covered
Corrective Services (Business Hours)	T&M	Covered	Covered
Emergency Corrective Services (After Hours)	T&M	T&M	Covered
Guaranteed Incident Response Times	–	Covered	Covered
Comprehensive Parts Coverage	–	–	Covered
Annual Preventative Maintenance	–	–	Covered

Silver Tier

Software & License Renewal: Any licenses and software support agreements required by the manufacturer will be managed and renewed throughout the system's lifecycle. This ensures uninterrupted system functionality, assistance from manufacturer support resources, and access to the latest software updates. Any additional licenses required due to system augmentations may be subject to additional fees.

Remote Support: Remote diagnosis and technical assistance will be provided for covered systems using secure access methods approved by Customer's IT department. Remote support includes configuration adjustment, software troubleshooting, and performance verification. Customer is responsible for providing network connectivity, and if proper access cannot be provided through a secure VPN, Minuteman will not be able to offer remote support. If an issue cannot be resolved remotely or if such remote access is unavailable, Minuteman will dispatch qualified personnel to perform on-site corrective action on a mutually agreed schedule.

Emergency System Maintenance and Repairs: Minuteman will provide customer access to on-call technicians outside of normal business hours via our After-Hours Support Number +1 (978) 783-0018. This line is monitored 24 hours a day, 365 days per year and is only intended for critical system failures. Should Minuteman need to deploy resources to the customer site, Silver customers may be subject to additional charges at standard labor rates. Non-emergency service requests should be directed to our website for better routing and customer service.

Gold Tier

Our Gold program includes all features provided through the Silver program, plus the following additional services:

Annual Software Maintenance: Software maintenance will be conducted on an annual basis, including an update to the newest recommended software version, software patching, and firmware updates. Software maintenance will be conducted remotely unless otherwise specified or if secure access cannot be provided. If secure access is unavailable, Minuteman can provide on-site software support, which may be subject to additional charges.

Corrective Services: On-site diagnostic and repair services will be provided to address system issues that cannot be resolved through Remote Support. Corrective Services are intended to restore normal operation of covered systems and may include troubleshooting or software adjustments as required. Information on guaranteed response times can be found below.

Standard Maintenance Agreement T&C's

Incident Response Times: Minuteman will respond to service incidents in accordance with the classification of the request and Customer's selected service tier.

General System Support (Non-Critical): Applies to issues that do not materially affect system functionality or life-safety operations. Services are to be provided during normal business hours.

Gold

Remote: 1 Business Day
On-Site: 3 Business Days

Critical System Support: Applies to issues resulting in significant impairment or total loss of system functionality that impacts safety, security, or compliance.

Gold

Remote: 4 Hours
On-Site: 24-Hours

Platinum Tier

Our Platinum program includes all features provided through the Gold program, plus the following additional services:

Comprehensive Parts Coverage: Comprehensive Parts Coverage is provided for hardware issues that cannot be resolved through troubleshooting or repair. In the event of equipment failure, Minuteman will replace the affected component with the same or equivalent model at no additional cost to the customer. This coverage only applies to equipment installed by Minuteman.

Incident Response Times: Minuteman offers increased response times in our platinum program.

General System Support (Non-Critical) : Applies to issues that do not materially affect system functionality or life-safety operations. Services are to be provided during normal business hours.

Platinum

Remote: 1 Business Day
On-Site: 2 Business Days

Critical System Support : Applies to issues resulting in significant impairment or total loss of system functionality that impacts safety, security, or compliance.

Platinum

Remote: 2 Hours
On-Site: 8 Hours

Annual Preventative Maintenance: Minuteman will provide one (1) Preventative Maintenance visit per year which will include the following services:

- Cleaning and visual inspection of cameras for wear or damage; refocusing and re-aiming as required.
- Testing of video servers for proper recording, playback, and live video functionality.
- Testing of access control doors for correct operation.
- Replacement of batteries exceeding two (2) years of age.
- Testing and visual inspection of intercoms.

Preventative Maintenance only applies to equipment installed by Minuteman and specifically covered under this Agreement. Additional devices will not be included unless otherwise stated. All inspections will be conducted during normal business hours.

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security & life safety

Standard Maintenance Agreement T&C's

Following each visit, Minuteman will provide a report outlining any repairs performed and recommended upgrades. Additional requested preventative maintenance visits will be billed on a time-and-material basis.

This Proposal is subject to the Maintenance Agreement Terms & Conditions, attached hereto. Any additional or different terms or conditions proposed by Customer are objected to and are hereby rejected unless specifically approved by Minuteman in writing. By signing Customer acknowledges and agrees that it has read this Proposal and the Maintenance Agreement Terms & Conditions and agrees to be bound by all terms and conditions set forth herein.

Maintenance Agreement Terms & Conditions

These Maintenance Agreement Terms & Conditions (these "Terms & Conditions"), including the terms and conditions below, and any agreement, estimate, proposal, work order, or quote executed in writing pursuant thereto (each a "Proposal" and together with the Terms & Conditions, this "Agreement"), are entered into by and between Minuteman Security Technologies, Inc. ("Minuteman") and the customer listed above ("Customer") and are subject to the laws in effect in the State in which it has been signed and executed.

SERVICES: This Agreement constitutes an offer to Customer for performance of the services listed above (the "Services") upon the terms and conditions stated herein, and constitutes a binding contract between Customer and Minuteman upon Customer's acceptance of a Proposal. Upon acceptance, this Agreement, together with all documents referenced herein, shall constate the complete and exclusive agreement between the parties, superseding all other prior oral and written agreements. No modifications, alterations, additions or change orders shall be binding or enforceable unless approved in writing by both parties. For the avoidance of doubt, any terms and conditions listed in Customer's purchase order, confirmation, communications, or otherwise shall not apply to this Agreement and are hereby rejected by Minuteman.

Price: In consideration of the Services identified above, Customer agrees to pay the total quarterly charge set forth in the Proposal in accordance with the payment terms specified on the invoice. The cost of services does not include permits, licenses, sales tax, shipping costs, or costs for materials and equipment, unless identified in the Proposal.

Payment: Unless alternate payment terms are set forth in a Proposal, all amounts due hereunder are in accordance with the payment terms on the specified invoice. Any unpaid amounts not received within seven (7) days from the due date shall be subject to interest at the rate of 1.5% per month, or the maximum rate permitted by applicable law, whichever is less. Customer shall reimburse Minuteman for any interest, costs, costs incidental to collection and attorney's fees incurred in the collection of past-due amounts. Minuteman reserves the right to suspend this Agreement in the event that the customer fails to pay the owed amount on or before the payment due date.

Renewal: Upon expiration of the Initial Term, this Agreement will automatically renew for consecutive one (1) year terms (each, a "Renewal Term" and collectively with the Initial Term, the "Term") unless either party provides written notice of termination at least sixty (60) days prior to the expiration date of the then current Term. Multi-year agreements may be subject to an annual price increase equal to 5% or the current CPI rate, whichever is lower. Annual price may also be modified if additional hardware is added to the system within 6 months of an annual term beginning. The updated Proposal will be provided to the Customer at least 60 days prior to expiration of the then current Term. Unless the Customer provides written notice rejecting the updated Proposal prior to the renewal date, the updated Proposal will automatically take effect for the next Renewal Term.

Termination: Minuteman may terminate this Agreement in the event of Customer's breach of any of its obligations, if Customer fails to cure such breach within thirty (30) days from Minuteman's written notice of the breach. In the event of Minuteman's termination for Customer's breach, Minuteman shall be entitled to collect from Customer all amounts for Services performed up to the date of termination, plus any amounts for non-returnable or non -refundable materials or contracts, and any demobilization costs. Minuteman may suspend Services if there is any safety issue or if Customer fails to cooperate with Minuteman. In the event of termination of this Agreement for any reason, the Customer shall remain responsible for, and promptly pay to Minuteman, all fees and expenses incurred by Minuteman up to the effective termination date, plus any amounts for non-returnable or non -refundable materials or contracts, and any demobilization costs.

Warranty: Minuteman represents and warrants the Services will materially conform to the requirements of this Agreement at the time of completion. Customer must notify Minuteman of any nonconformance at the time Services are completed, or else Customer is deemed to have accepted the Services. If Customer provides timely notification of nonconforming Services, Minuteman shall, as Customer's sole and exclusive remedy and Minuteman's sole liability and responsibility for non-conforming Services, reperform such Services so that they are conforming Services. EXCEPT FOR THE EXPRESS REPRESENTATIONS AND WARRANTIES SET FORTH HEREIN: (I) NEITHER MINUTEMAN NOR ANY PERSON ON MINUTEMAN'S BEHALF HAS MADE OR MAKES ANY EXPRESS OR

Standard Maintenance Agreement T&C's

IMPLIED REPRESENTATION OR WARRANTY WHATSOEVER, EITHER ORAL OR WRITTEN, RELATED TO THE SERVICES, INCLUDING, WITHOUT LIMITATION, ANY WARRANTIES OF DESIGN, MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, OR NON-INFRINGEMENT, THAT THE SERVICES IT FURNISHES WILL AVERT OR PREVENT SECURITY BREACHES, OR THE CONSEQUENCES THEREFROM, WHETHER ARISING BY LAW, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OF TRADE OR OTHERWISE, ALL OF WHICH ARE EXPRESSLY DISCLAIMED; AND (II) CUSTOMER ACKNOWLEDGES THAT IT HAS NOT RELIED UPON ANY REPRESENTATION OR WARRANTY MADE BY MINUTEMAN, OR ANY OTHER PERSON ON MINUTEMAN'S BEHALF, EXCEPT AS SPECIFICALLY PROVIDED HEREIN.

Exclusions: Services to be provided by Minuteman pursuant to this Agreement do not include:

- Repair of damage or increase in completion time caused by failure to continually provide a suitable operating environment for the system as prescribed by Minuteman and/or the manufacturer of any equipment used in the system, including, but not limited to, the failure to provide, or the failure of, adequate and regulated electrical power, air conditioning or humidity control; or such special requirements as contained in the Proposal hereto.
- Repair of damage or increase in completion time caused by use of equipment for other than the ordinary use for which the equipment was designed or purpose for which it was intended.
- Repair of damage, replacement parts (due to other than normal wear) or repetitive service calls caused by the use of unauthorized supplies or equipment.
- Repair of damage or increase in completion time caused by: neglect or misuse, alterations, which shall include, but not be limited to, any deviation from Minuteman's physical, mechanical or electrical machine design; attachments, which are defined as the mechanical, electrical or electronic interconnecting to non-Minuteman equipment and devices not supplied by Minuteman.
- Emergency calls for non-critical issues.
- If persons other than Minuteman representatives perform maintenance or repairs that result in further work for Minuteman, such repairs will be billed on a time and materials basis. This Agreement does not include maintenance or service of customer supplied PCs and Networks. The Customer's IT department may be required to help facilitate maintenance and service of the listed systems.

DELAYS; FORCE MAJEURE: Minuteman shall not be liable or responsible to Customer, nor be deemed to have defaulted or breached this Agreement, for any failure or delay in fulfilling or performing any terms of this Agreement, however caused, or for interruptions of service caused by strikes, riots, floods, acts of God, fire, earthquake, explosion, government order, law, national emergency, revolution, insurrection, epidemic, pandemics, restraints or delays affecting carriers or inability or delay in obtaining supplies of adequate or suitable materials, materials, power outage, loss of communication and or other signal transmission lines, or by any event beyond the control of Minuteman.

MINUTEMAN'S LIMITS OF LIABILITY: TO THE MAXIMUM EXTENT PERMITTED BY LAW, NEITHER MINUTEMAN NOR ITS AFFILIATES SHALL BE LIABLE FOR CONSEQUENTIAL, INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY, PUNITIVE OR ENHANCED DAMAGES, LOST PROFITS OR REVENUES OR DIMINUTION IN VALUE, ARISING OUT OF OR RELATING TO THIS AGREEMENT OR THE UNDERLYING TRANSACTIONS HERETO, REGARDLESS OF (A) WHETHER SUCH DAMAGES WERE FORESEEABLE, (B) WHETHER OR NOT CUSTOMER WAS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND (C) THE LEGAL OR EQUITABLE THEORY (CONTRACT, TORT, OR OTHERWISE) UPON WHICH THE CLAIM IS BASED, AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE. TO THE MAXIMUM EXTENT PERMITTED BY LAW, MINUTEMAN'S TOTAL LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT AND THE UNDERLYING TRANSACTIONS HERETO SHALL NOT EXCEED THE AMOUNT OF $250.00. CUSTOMER ACKNOWLEDGES AND AGREES THAT THIS LIMITATION OF LIABILITY IS AN ESSENTIAL PART OF THIS AGREEMENT AND FURTHER AGREES THAT THIS LIMITATION OF LIABILITY IS REASONABLE. The payment of this amount shall be Minuteman's sole and exclusive liability regardless of the amount of loss or damage incurred by the Customer.

INDEMNIFICATION: Customer shall indemnify and hold harmless Minuteman, its affiliates, and its and their trustees, officers, professional staff, employees and agents from and against any loss, damage, claim or liability, including reasonable attorneys' fees (collectively "Liabilities ") to the extent that such Liabilities arise from: (i) the negligence or willful misconduct of Customer; (ii) any personal injury, death, and damage to real or personal property arising from Customer; (iii) Customer's violation of applicable laws, rules, or regulations; and (iv) Customer's use of any product, equipment, or system. Customer's obligations as an indemnifying party shall include those claims arising from Customer, its affiliates, and its and their trustees, officers, professional staff, employees or agents.

SUBCONTRACTING: Minuteman may subcontract any of its obligations under this Agreement; provided, however, that Minuteman shall not be relieved of any of its obligations under this Agreement by the appointment of such subcontractor.

ASSIGNMENT: Customer may not directly or indirectly assign, transfer, or delegate any of or all of its rights or obligations under this Agreement, voluntarily or involuntarily, including by change of control, merger (whether or not such party is the surviving entity), operation of law, or any other manner, without the prior written consent of Minuteman. Minuteman may freely assign or transfer any of its rights, obligations, or interests of this Agreement without prior written consent of Customer. Any purported assignment or delegation in violation of this Section shall be null and void.

IT IS THE CUSTOMER'S RESPONSIBILITY TO: (i) provide a clean and safe working environment that complies with all OSHA rules and standards; (ii) provide

Standard Maintenance Agreement T&C's

labeling and any required signs; (iii) provide trash receptacles and pay for all trash removal unless trash removal is specifically listed; (iv) cut, patch, and paint any areas affected by the Services; and (v) provide AutoCAD files if there is a custom annunciator/map or custom control panel, etc.



We have prepared a quote for you

Bensalem Township School District Grant - Priority Cameras

Quote # 065320
Version 2

Prepared for:

Bensalem School District

Jonathan Harder
jharder@bensalemsd.org

Scope of Work

SCOPE OF WORK:

Minuteman security is providing this proposal based on a walkthrough with Kevin Curry and Jonathan Harder, Minuteman Security used COSTAR pricing and PA-Prevailing wage to furnish, install and program 16 Hanwha Vision priority cameras at 8 schools locations, per description below:

High School
1 - Area - Loading Dock
Quantity Two: Hanwha Vision PNM-9085RQZ1
Total cable: 255ft Cat6 cable, home run from cameras location to (HS- IDF- 0 1, Room H1 05A).
A - Cam-HS-LD-01: NE corner of the loading dock, adjacent to the Receiving entrance providing coverage of loading dock operations, Exterior Corner Wall Mount.
B - Cam-HS- LD-02: SE corner of the Loading Dock providing coverage of the loading dock approach, Exterior Corner Wall Mount.
2 - Area - G Hallway (Second Floor):
Quantity Six: Hanwha Vision QND-8080 R
Total cable: 650ft Cat6 cable, home run from cameras location to HS- IDF- 02 (Room G206 B)
A - Cam-HS- G- 0 1: SE corridor intersection providing coverage of the west hallway and adjacent corridor. Ceiling Mounted
B - Cam-HS- G- 0 2: Wes t hallway providing continuous corridor coverage. Ceiling Mounted
C - Cam-HS- G- 0 3: Northwest corridor intersection providing overlapping coverage of intersecting hallways Ceiling Mounted
D - Cam-HS- G- 0 4: North hallway providing coverage toward the roof access corridor Ceiling Mounted
E - Cam-HS- G- 0 5: Northeast hallway providing coverage of corridor and adjacent classroom entrances Ceiling Mounted
F - Cam-HS- G- 0 6: Southeast corridor adjacent to the Upper Auditorium providing coverage of hallway intersection and auditorium access. Ceiling Mounted

Belmont Hills Elementary School
1 - Area - Main Entrance / Parent Pickup Loop
Quantity One: Hanwha Vision PNM-9085 RQZ1
Total cable: 225 ft from camera location to MDF closet.
Cam- BEL- 0 1- Main entrance canopy adjacent to A Wing providing multi- directional coverage of the primary entrance> parent pickup/drop-off visitor entrance and front sidewalk, Exterior Corner Wall Mount.

Struble Elementary School
1 - Area - Main Hallway / Administration Corridor
Quantity Two: Hanwha Vision QND-8080 R
Total cable: 250 ft from cameras location to MDF closet.
A - Cam-STR- 0 1- Main hallway adjacent to the Administration Office providing coverage of the primary entrance corridor administration hallway and the kindergarten corridor intersection. (Ceiling Mounted Indoor Dome)
B - Cam-STR- 0 2- Main hallway adjacent to the Cafeteria and Gymnasium providing coverage of the primary corridor intersection serving the cafeteria gymnasium auditorium and classroom wings 1. (Ceiling Mounted Indoor Dome)

Scope of Work

Benjamin Rush Elementary School
1 - Area - Library Corridor / Wing 3 Intersection
Quantity One: Hanwha Vision QND-8080 R
Total cable: 55ft from camera location to MDF closet.
Cam- RSH- 0 1- Corridor intersection adjacent to Room 20 providing coverage of the hallway toward Rooms 42 and 1 9 B including the library corridor intersection. (Ceiling Mounted Indoor Dome)

Samuel K. Faust Elementary School
Area - E Wing Hallway
Quantity One: Hanwha Vision QND-8080 R
Total cable: 85ft from cameras location to IDF closet.
Cam- FST- 0 1- Corridor intersection at the E Wing hallway providing coverage of the corridor toward Rooms 24 and 23 including the adjacent hallway intersection. (Ceiling Mounted Indoor Dome).

Cornwells Elementary School
Area - Gymnasium Exterior / Staff Parking and Parent Pickup Loop
Quantity One: Hanwha Vision PNM-9085 RQZ1
Total cable: 185ft from cameras location to IDF closet.
Cam- CW- 0 1- Exterior wall of the Gymnasium providing multi- directional coverage of the staff parking area, parent pickup/drop- off lane, and southwest building approach. (High Exterior Wall Mount)

Valley Elementary School
1 - Area - Library Corridor / 1st Grade Intersection
Quantity One: Hanwha Vision QND-8080 R
Total cable: 70ft from camera location to IDF closet.
Cam- VAL- 0 1- Corridor intersection adjacent to Room 177 providing coverage of the hallway toward Room 111 and the adjacent corridor/ramp leading toward the south hallway. (Ceiling Mounted Indoor Dome)

Cecelia Snyder Middle School
1 - Area - Main Entrance Vestibule
Quantity One: Hanwha Vision QND-8080 R
Total cable: 95ft from cameras location to IDF closet.
Cam- SNY-1- Main entrance vestibule providing coverage of the interior parent pickup/drop- off vestibule<, main entrance doors and adjacent lobby corridor. (Ceiling Mounted Indoor Dome)

Total priority cameras counts/models:
Quantity Three: Hanwha Vision PNM-9085RQZI
Quantity Thirteen: Hanwha Vision QND-8080 R
Quantity Three: Hanwha Vision SBP-300KMW1 - Corner Mount
Quantity Three: Hanwha Vision SBP-300WMW - Goose Neck Wall Mount
Quantity Three: Hanwha Vision SBP-3015HMW - Hanging Adapter

cable length calculated from the floor plans = 1620ft
+ 10 extra ft of cable for each camera run to safely accommodate the physical drop-down length at the camera mounting point and the slack needed for clean termination =14x10=140ft
Total cable required =1760ft

Scope of Work

Note: Bensalem school district will provide Minuteman Security Technicians with Scissor lift as needed during the installation to reach high cameras locations.

Additional notes:

- Some hardware may have extended lead times. Minuteman will not be held responsible for product delays due to supply chain issues.
- Quote includes 1-year labor warranty on all Minuteman installed hardware.
- Quote includes permit fees (if applicable).
- Quote is valid for 14 days

Minuteman assumes the following will be provided and/or installed by others:

- 110VAC as needed.
- POE/POE+ network switches and patch panels, unless otherwise specified.
- Conduit, conduit installation and back-boxes as needed.
- Coring/building penetrations.
- Rack/wall space will be made available as needed.
- Painting and patching as needed.

Minuteman assumes:

- Assumes all work will be completed during normal business hours of Monday - Friday 7:00AM - 5:00PM.
- That there is not a requirement for prevailing wage and or union labor.

Customer Supplied Connections:

- A high-speed internet connection with a static IP address must be provided by the customer at the head-end location for remote access.
- A network connection must be provided at each specified location. An IP address may also be required.

Equipment Returns & Refunds:

- Any product returned to Minuteman, for any reason, may be subject to restocking fees before a refund can be issued.
- Some manufactures only offer a 30-day return policy. Equipment received beyond 30 days may not be eligible for returns. Customer will be fully responsible for any hardware being returned, for any reason, if the manufacturers return policy is beyond expiration.

Existing Devices:

- This proposal assumes that any & all existing conduit, wire, devices & hardware to be used are in satisfactory condition and meet minimum requirements.
- Replacement, repairs and or changes to equipment will require change order authorization by both the customer & Minuteman Security Technologies, Inc.

Project Exclusions:

- Fire System relay connection (if required).
- Infectious Disease Control Measures.

Other Notes:

- The placement of security devices in the elevator cars requires co-operation with the building's elevator company.
- The cost of all elevator company interface wiring is the responsibility of the customer.

Scope of Work

Payment Info:

- Payment Terms: [Net30].
- Progress payments per AIA form will be submitted.
- Final Payment due upon completion of project.

Hardware

MFG	Part Number	Product Description	Qty	Unit Price	Total Price
Hanwha	PNM-9085RQZ1	Wisenet P series network vandal outdoor Multi-sensor Multi-	3	$2,747.69	$8,243.07
Hanwha	QND-8080R	Wisenet Q network indoor dome camera, 5MP @ 30fps, motorize	13	$444.69	$5,780.97
Hanwha	SBP-300KMW1	Corner Mount Adapter Accessory, use with SBP-300WMW1, White	3	$57.85	$173.55
Hanwha	SBP-300WMW	White Gooseneck mount	3	$57.85	$173.55
Hanwha	SBP-317HM	Hanging mount for PNM-9080VQ PNM-9081VQ (Camera	3	$51.92	$155.76
W Box Technologies	0E-CAT6PWH	CAT6 PLENUM - WHITE	1800	$0.35	$630.00

Subtotal: **$15,156.90**

Labor

Part Number	Product Description	Total Price
Per Diem	Per Diem	$0.00
Labor - Prevailing Wage (PA)	Prevailing Wage Labor - PA - Installation Technician	$20,355.60
Labor - Prevailing Wage (PA)	Prevailing Wage Labor - PA - Programming/ Commissioning	$5,295.90
Labor - Prevailing Wage (PA)	Prevailing Wage Labor - PA - Project Management	$5,944.64

Subtotal: **$31,596.14**

1025 Thomas Drive
Warminster, PA 18974
https://www.minutemanst.com

MINUTEMAN™
security & life safety

Bensalem Township School District Grant - Priority Cameras

Prepared by:

PA-Warminster

Domenic Gallelli
domenic.gallelli@minutemanst.com

Prepared for:

Bensalem School District

2901 Bellview Drive
Bensalem, PA 19020
Jonathan Harder
(215) 750-2800
jharder@bensalemsd.org

Quote Information:

Quote #: 065320

Version: 2
Delivery Date: 08/13/2026
Expiration Date: 08/18/2026

Quote Summary

Description	Amount
Hardware	$15,156.90
Labor	$31,596.14
Total:	**$46,753.04**

Payment Terms: Net 30 Days

Minuteman Security & Life Safety

Signature: _____

Name: Domenic Gallelli

Title: Business Development Manager

Date: 08/13/2026

Bensalem School District

Signature: Dr. Deborah King

Name: Dr. Deborah King, Board President

Date: 9/23/26

Minuteman Security & Life Safety T&C's

Sales Agreement Terms & Conditions

These **Sales Agreement Terms & Conditions** (these "Terms & Conditions"), including the terms and conditions below, and any agreement, estimate, proposal, work order, or quote executed in writing pursuant thereto (each a "Proposal" and together with the Terms & Conditions, this "Agreement"), are entered into by and between Minuteman Security Technologies, Inc. ("Minuteman") and the customer listed on a Proposal ("Customer") and are subject to the laws in effect in the State in which it has been signed and executed.

SERVICES: This Agreement constitutes an offer to Customer for performance of installation, repair, and associated services listed in the applicable Proposal (the "Services") for certain equipment provided by Minuteman pursuant to the Proposal (the "System") upon the terms and conditions stated herein, and constitutes a binding contract between Customer and Minuteman upon Customer's acceptance of a Proposal. Upon acceptance, this Agreement, together with all documents referenced herein, shall constate the complete and exclusive agreement between the parties, superseding all other prior oral and written agreements. No modifications, alterations, additions or change orders shall be binding or enforceable unless approved in writing by both parties. For the avoidance of doubt, any terms and conditions listed in Customer's purchase order, confirmation, communications, or otherwise shall not apply to this Agreement and are hereby rejected by Minuteman.

PRICE: In consideration for the performance of the Services, Customer shall pay Minuteman the amount set forth in the Proposal (the "Price"), subject to any modifications in a Change Order (as defined below). Customer authorizes Minuteman to obtain labor and materials in accordance with the Price and the specifications set forth herein to accomplish the Services. Unless otherwise set forth in the Proposal, the Price does not include permits, licenses, sales tax, bonds, or shipping costs .

CHANGE ORDER: The parties may request changes in the Services consisting of reasonable additions, deletions or modifications pursuant to a written change order signed by both parties ("Change Order"). Such requested changes shall not be binding on Minuteman until accepted by Minuteman in a written Change Order. All reasonable and mutually agreed upon changes in the Services and corresponding changes in payments and deadlines shall be authorized by Customer in writing.

PAYMENT: Unless alternate payment terms are set forth in a Proposal, all amounts due hereunder are NET thirty (30) days of the date printed on the invoice. Minuteman may require a deposit in its sole discretion. To the extent permitted by applicable law, any unpaid amounts not received within seven (7) days from Minuteman' completion of the Services shall be subject to interest at the rate of 1.5% per month, or the maximum rate permitted by applicable law, whichever is less. Customer shall reimburse Minuteman for any interests, costs incidental to collection and attorney's fees incurred in the collection of past due amounts. Minuteman may suspend the Services in the event that Customer fails to timely pay any invoiced amount.

MOBILIZATION AND PROGRESS BILLING: Unless otherwise specified in the Proposal, Customer shall pay Minuteman in accordance with the following invoicing schedule: (i) an initial mobilization invoice equal to thirty percent (30%) of the Price shall be issued upon execution of the Proposal and shall be due prior to the commencement of Services. (ii) invoices for the balance of all equipment and materials shall be issued upon receipt of such items by Minuteman and shall be due in accordance with the terms set forth herein; and (iii) progress invoices for labor shall be issued monthly, based on the percentage of completion of the Services and as determined by Minuteman with reasonable discretion.

BILL AND HOLD: Customer may request that Minuteman invoice for and hold in its possession, certain equipment or materials purchased for the Project ("Bill and Hold Arrangement"). Minuteman may, in its sole discretion, agree to such request provided that all of the following conditions are satisfied: (i) Customer provides a written request confirming the need for a Bill and Hold Arrangement and acknowledging that billing will occur prior to delivery; (ii) the Bill and Hold Arrangement is established for a substantive business reason; (iii) the equipment and materials subject to the Bill and Hold Arrangement are specifically identified as belonging to Customer and are segregated from Minuteman's general inventory; (iv) the equipment and materials are complete, ready for physical transfer to Customer and available for delivery at Customer's request; and (v) Minuteman does not retain the ability to use or substitute the equipment and materials or direct them to another customer. Upon Minuteman's issuance of an invoice under a Bill and Hold Arrangement, Customer acknowledges and agrees that all risks of ownership, transfer to the Customer as of the invoice date.

PRE-LIEN NOTICE: MINUTEMAN HEREBY PROVIDES NOTIFICATION THAT ANY PERSON OR MINUTEMAN (INCLUDING MINUTEMAN) SUPPLYING LABOR OR MATERIAL FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST THE PROPERTY WHERE SERVICES ARE PERFORMED IF THAT PERSON OR MINUTEMAN IS NOT PAID FOR THE CONTRIBUTIONS. Upon a default in payment, a lien may be placed on the property and charges will be added from the date of substantial completion at the maximum rate allowed by law.

SCHEDULING: Customer acknowledges and agrees that any dates for performance of the Services set forth in a Proposal are estimates, and that Minuteman reserves the right to reschedule without additional charge to Customer, except as otherwise set forth herein. Customer will be responsible if any interruption of

Minuteman Security & Life Safety T&C's

Minuteman's Services results from Customer's failure to provide reasonable access or due to the acts of negligence of others not under Minuteman' direction.

TERMINATION: Minuteman may terminate this Agreement in the event of Customer's breach of any of its obligations, provided that Customer fails to cure such breach within thirty (30) days from Minuteman's written notice of the breach. In the event of Minuteman's termination for Customer's breach, Minuteman shall be entitled to collect from Customer all amounts for Services performed up to the date of termination, plus any amounts for non-returnable or non-refundable materials or contracts, and any demobilization costs. Minuteman may suspend its Services if there is any safety issue or if Customer fails to cooperate with Minuteman.

OPERATION: Customer shall be responsible for: (i) properly testing and setting the System on every closing and to properly turn off the System on each opening (if applicable); (ii) testing any detection device, or other electronic equipment designated in the Proposal prior to setting the System for closed periods; (iii) notifying Minuteman promptly if such equipment fails to respond to the test; and (iv) using and operating the System and the equipment properly and in accordance with proper operating procedures. Whenever Minuteman employees or authorized representatives are sent to the Customer's premises in response to a service call or alarm signal caused by the Customer improperly following operating instructions or failing to close or properly secure a protected point, Customer shall pay an additional service charge at Minuteman's prevailing rate per occurrence.

DELAYS; FORCE MAJEURE: Minuteman shall not be liable or responsible to Customer, not be deemed to have defaulted or breached this Agreement, for any failure or delay in fulfilling or performing any terms of this Agreement, however caused, or for interruptions of service caused by strikes, riots, floods, acts of God, fire, earthquake, explosion, government order, law, or action, , national emergency, revolution, insurrection, epidemic, pandemics, restraints or delays affecting carriers or inability or delay in obtaining supplies of adequate or suitable materials, materials, power outage, loss of communication and or other signal transmission lines, or by any event beyond the control of Minuteman.

EXCLUSIONS: Services to be provided by Minuteman pursuant to this Agreement do not include:

- Repair of damage or increase in completion time caused by failure to continually provide a suitable operating environment for the System as prescribed by Minuteman and/or the manufacturer of any equipment used in the System, including, but not limited to, the failure to provide, or the failure of, adequate and regulated electrical power, air conditioning or humidity control; or such special requirements as contained in the Proposal hereto.
- Repair of damage or increase in completion time caused by use of the equipment for other than the ordinary use for which the equipment was designed or purpose for which it was intended.
- Repair of damage, replacement parts (due to other than normal wear) or repetitive service calls caused by the use of unauthorized supplies or equipment.
- Repair of damage or increase in completion time caused by: neglect or misuse, alterations, which shall include, but not be limited to, any deviation from Minuteman's physical, mechanical or electrical machine design; attachments, which are defined as the mechanical, electrical or electronic interconnecting to non-Minuteman equipment and devices not supplied by Minuteman.

ADDITIONAL CHARGES: Unless otherwise specified in the Proposal, service charges for the System are based upon coverage during "normal business hours of operation." Services performed outside this window, or as a result of the failure of the Customer to adhere to the requirements as specified by either the manufacturer or outside the scope of the Agreement, shall be chargeable at Minuteman's prevailing rates. Customer shall not tamper with, adjust, alter, move, remove, or otherwise interfere with equipment without Minuteman's specific permission, nor permit the same by third party. Any work performed by Minuteman to correct Customer's breach of the foregoing obligation shall be paid for by Customer at Minuteman's prevailing rates. Remedial maintenance due to Acts of God or events beyond the control of Minuteman shall be corrected by Minuteman and paid for by Customer at Minuteman's prevailing rates.

Minuteman shall have the right to increase or decrease the rates provided above at any time or times after the expiration of one year from the date Services are provided under this Agreement, upon giving Customer written notice thirty (30) days in advance of the effective date of such increase or decrease.

MINUTEMAN'S LIMITS OF LIABILITY: Customer understands that Minuteman is not an insurer; that Customer is responsible for obtaining insurance for such reasons or purposes, including theft and vandalism, and in such amounts, as Customer shall determine. Customer further understands and agrees that the sums payable hereunder to Minuteman are based upon the value of Services offered and equipment value provided and such sums are not related to the value of property belonging to Customer or to others located on the Customer's premises. To the maximum extent permitted by law, Customer shall not seek indemnity under this Agreement from Minuteman, and specifically waives any rights for indemnity for any damages or losses caused by hazards to customers, invitees, guests, or property of Customer or third parties.

TO THE MAXIMUM EXTENT PERMITTED BY LAW, NEITHER MINUTEMAN NOR ITS AFFILIATES SHALL BE LIABLE FOR CONSEQUENTIAL, INDIRECT,

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INCIDENTAL, SPECIAL, EXEMPLARY, PUNITIVE OR ENHANCED DAMAGES, LOST PROFITS OR REVENUES OR DIMINUTION IN VALUE, ARISING OUT OF OR RELATING TO THIS AGREEMENT OR THE UNDERLYING TRANSACTIONS HERETO, REGARDLESS OF (A) WHETHER SUCH DAMAGES WERE FORESEEABLE, (B) WHETHER OR NOT CUSTOMER WAS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND (C) THE LEGAL OR EQUITABLE THEORY (CONTRACT, TORT, OR OTHERWISE) UPON WHICH THE CLAIM IS BASED, AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE. TO THE MAXIMUM EXTENT PERMITTED BY LAW, MINUTEMAN'S TOTAL LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT AND THE UNDERLYING TRANSACTIONS HERETO SHALL NOT EXCEED THE AMOUNT OF $250.00. CUSTOMER ACKNOWLEDGES AND AGREES THAT THIS LIMITATION OF LIABILITY IS AN ESSENTIAL PART OF THIS AGREEMENT AND FURTHER AGREES THAT THIS LIMITATION OF LIABILITY IS REASONABLE. The payment of this amount shall be Minuteman's sole and exclusive liability regardless of the amount of loss or damage incurred by the Customer.

INDEMNIFICATION: Customer shall indemnify and hold harmless Minuteman, its affiliates, and its and their their trustees, officers, professional staff, employees and agents from and against any loss, damage, claim or liability, including reasonable attorneys' fees (collectively "Liabilities") to the extent that such Liabilities arise from: (i) the negligence or willful misconduct of Customer; (ii) any personal injury, death, and damage to real or personal property arising from Customer; (iii) Customer's violation of applicable laws, rules, or regulations; and (iv) Customer's use of any product, equipment, or System. Customer's obligations as an indemnifying party shall include those claims arising from Customer, its affiliates, and its and their trustees, officers, professional staff, employees or agents.

WARRANTY: The Services provided under this Agreement are subject to a one (1) year warranty as follows:

- What is Covered: This warranty covers any defects in workmanship, including installation, with the exceptions stated below.
- How Long Coverage Lasts: This warranty runs for one year from the date the System was installed.
- What Is Not Covered: This warranty does not cover intentional or misuse or of any of the system components or software. The warranty does not cover damage as a result of acts of god (weather, lighting, floods, storms, etc...) or electric surge.
- What Minuteman Will Do: As Customer's sole and exclusive remedy and Minuteman's sole responsibility and liability, Minuteman will repair any part of the System that is proved to be defective in workmanship. In the event repair is not possible on certain System components, Minuteman will replace said component with similar specification and price.
- How To Get Service: Contact our service department at your nearest service center. A service representative will review your system and take any necessary action to correct problems covered by this warranty.
- How State Law Applies: This warranty gives you specific legal rights, and you may also have other rights which vary from state to state.

Customer acknowledges that the Services and/or System may contain or incorporate products or materials manufactured by a third party ("Third-Party Materials"). Third-Party Materials provided under this Agreement and are not covered by warranties set forth herein; provided, however, Minuteman shall pass through to Customer any warranties given by such third parties for any Third-Party Materials, to the extent permitted by such warranties. If any warranties made or given by such third parties are not assignable, Minuteman shall use commercially reasonable efforts to enable Customer to receive the benefit from such warranties. EXCEPT FOR THE EXPRESS REPRESENTATIONS AND WARRANTIES SET FORTH HEREIN: (I) NEITHER MINUTEMAN NOR ANY PERSON ON MINUTEMAN'S BEHALF HAS MADE OR MAKES ANY EXPRESS OR IMPLIED REPRESENTATION OR WARRANTY WHATSOEVER, EITHER ORAL OR WRITTEN, RELATED TO THE SYSTEMS OR SERVICES, INCLUDING, WITHOUT LIMITATION, ANY WARRANTIES OF DESIGN, MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, OR NON-INFRINGEMENT, THAT THE SYSTEM OR THE SERVICES IT FURNISHES WILL AVERT OR PREVENT SECURITY BREACHES, OR THE CONSEQUENCES THEREFROM, WHETHER ARISING BY LAW, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OF TRADE OR OTHERWISE, ALL OF WHICH ARE EXPRESSLY DISCLAIMED; AND (II) CUSTOMER ACKNOWLEDGES THAT IT HAS NOT RELIED UPON ANY REPRESENTATION OR WARRANTY MADE BY MINUTEMAN, OR ANY OTHER PERSON ON MINUTEMAN'S BEHALF, EXCEPT AS SPECIFICALLY PROVIDED HEREIN.

SUBCONTRACTING: Minuteman may subcontract any of its obligations under this Agreement; provided, however, that Minuteman shall not be relieved of any of its obligations under this Agreement by the appointment of such subcontractor.

ASSIGNMENT: Customer may not directly or indirectly assign, transfer, or delegate any of or all of its rights or obligations under this Agreement, voluntarily or involuntarily, including by change of control, merger (whether or not such party is the surviving entity), operation of law, or any other manner, without the prior written consent of Minuteman. Minuteman may freely assign or transfer any of its rights, obligations, or interests of this Agreement without prior written consent of

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Customer. Any purported assignment or delegation in violation of this Section shall be null and void.

TARIFF & DUTY ADJUSTMENT CLAUSE: Prices are based on current tariffs and duties. Any increases due to changes in tariffs, duties, or government fees shall be Customer's responsibility. Minuteman reserves the right to adjust pricing and will provide notice before order fulfillment.

THIS QUOTE INCLUDES: Only the items and quantities of devices listed on this quotation. The design is pending approval of authorities having jurisdiction where approval is required. Pre-installation rough-in followed by one site visit for final connection of head-end w/ training if needed and all required testing to be performed during the same visit. Acceptance and testing documentation (when applicable). For alarm systems with a key lock box, if shown on plans the least expensive lock box will be provided unless specified otherwise. Services will be performed during 'normal business hours'. Minuteman may request a network connection in the building to facilitate commissioning and service remotely.

THIS PROPOSAL DOES NOT INCLUDE: Multiple site visits for phased projects unless it was specifically advised of the phasing schedule prior to providing this Proposal. Third party approvals or third-party testing or inspections unless specifically listed. Return visits if other trades could not be coordinated to be present during Minuteman's original site visit. Labeling of devices, controls or any required signs unless specifically listed on the Proposal. Unforeseen existing conditions that were not brought to our attention prior to the Proposal.

IT IS THE CUSTOMER'S RESPONSIBILITY TO: Provide a revised equipment count if the quantities shown are incorrect. Provide a minimum of FIVE business days to schedule. Provide a clean and safe working environment that complies with all OSHA rules and standards. Provide a safe and secure, climate-controlled storage area for tools and the equipment being installed. Provide labeling and any required signs. Provide trash receptacles and pay for all trash removal unless trash removal is specifically listed. Cutting, patching, and painting of any areas affected by the installation unless each of these functions are specifically listed on the quote. If there is a custom annunciator/map or custom control panel, etc. then AutoCAD files must be provided to work from. To pay additional travel and labor costs for any additional unplanned site-visits.

TC-Escalation Clause: Due to recent market volatility and ongoing supply chain issues, Minuteman is incorporating the following clause into all proposals and maintenance contracts: Through no fault of Minuteman, In the event of a delay in product availability or price increase of materials procured by any manufacturer, supplier, reseller, or distributer, the Price, time of completion, or contract requirements shall be adjusted by a Change Order. A change in price of any item of material from our manufacturers, suppliers, resellers, or distributers will be considered between the date of this Agreement and the date of installation. Issuance of a purchase order or signed proposal constitutes acceptance of this clause.

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Levels of Service

Features	Silver	Gold	Platinum
Renewal of Manufacturer Software	Covered	Covered	Covered
Remote Support	Covered	Covered	Covered
Annual Software Maintenance	–	Covered	Covered
Corrective Services (Business Hours)	T&M	Covered	Covered
Emergency Corrective Services (After Hours)	T&M	T&M	Covered
Guaranteed Incident Response Times	–	Covered	Covered
Comprehensive Parts Coverage	–	–	Covered
Annual Preventative Maintenance	–	–	Covered

Silver Tier

Software & License Renewal: Any licenses and software support agreements required by the manufacturer will be managed and renewed throughout the system's lifecycle. This ensures uninterrupted system functionality, assistance from manufacturer support resources, and access to the latest software updates. Any additional licenses required due to system augmentations may be subject to additional fees.

Remote Support: Remote diagnosis and technical assistance will be provided for covered systems using secure access methods approved by Customer's IT department. Remote support includes configuration adjustment, software troubleshooting, and performance verification. Customer is responsible for providing network connectivity, and if proper access cannot be provided through a secure VPN, Minuteman will not be able to offer remote support. If an issue cannot be resolved remotely or if such remote access is unavailable, Minuteman will dispatch qualified personnel to perform on-site corrective action on a mutually agreed schedule.

Emergency System Maintenance and Repairs: Minuteman will provide customer access to on-call technicians outside of normal business hours via our After-Hours Support Number +1 (978) 783-0018. This line is monitored 24 hours a day, 365 days per year and is only intended for critical system failures. Should Minuteman need to deploy resources to the customer site, Silver customers may be subject to additional charges at standard labor rates. Non-emergency service requests should be directed to our website for better routing and customer service.

Gold Tier

Our Gold program includes all features provided through the Silver program, plus the following additional services:

Annual Software Maintenance: Software maintenance will be conducted on an annual basis, including an update to the newest recommended software version, software patching, and firmware updates. Software maintenance will be conducted remotely unless otherwise specified or if secure access cannot be provided. If secure access is unavailable, Minuteman can provide on-site software support, which may be subject to additional charges.

Corrective Services: On-site diagnostic and repair services will be provided to address system issues that cannot be resolved through Remote Support. Corrective Services are intended to restore normal operation of covered systems and may include troubleshooting or software adjustments as required. Information on guaranteed response times can be found below.

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Incident Response Times: Minuteman will respond to service incidents in accordance with the classification of the request and Customer's selected service tier.

General System Support (Non-Critical): Applies to issues that do not materially affect system functionality or life-safety operations. Services are to be provided during normal business hours.

Gold

Remote: 1 Business Day
On-Site: 3 Business Days

Critical System Support: Applies to issues resulting in significant impairment or total loss of system functionality that impacts safety, security, or compliance.

Gold

Remote: 4 Hours
On-Site: 24-Hours

Platinum Tier

Our Platinum program includes all features provided through the Gold program, plus the following additional services:

Comprehensive Parts Coverage: Comprehensive Parts Coverage is provided for hardware issues that cannot be resolved through troubleshooting or repair. In the event of equipment failure, Minuteman will replace the affected component with the same or equivalent model at no additional cost to the customer. This coverage only applies to equipment installed by Minuteman.

Incident Response Times: Minuteman offers increased response times in our platinum program.

General System Support (Non-Critical) : Applies to issues that do not materially affect system functionality or life-safety operations. Services are to be provided during normal business hours.

Platinum

Remote: 1 Business Day
On-Site: 2 Business Days

Critical System Support : Applies to issues resulting in significant impairment or total loss of system functionality that impacts safety, security, or compliance.

Platinum

Remote: 2 Hours
On-Site: 8 Hours

Annual Preventative Maintenance: Minuteman will provide one (1) Preventative Maintenance visit per year which will include the following services:

- Cleaning and visual inspection of cameras for wear or damage; refocusing and re-aiming as required.
- Testing of video servers for proper recording, playback, and live video functionality.
- Testing of access control doors for correct operation.
- Replacement of batteries exceeding two (2) years of age.
- Testing and visual inspection of intercoms.

Preventative Maintenance only applies to equipment installed by Minuteman and specifically covered under this Agreement. Additional devices will not be included unless otherwise stated. All inspections will be conducted during normal business hours.

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Following each visit, Minuteman will provide a report outlining any repairs performed and recommended upgrades. Additional requested preventative maintenance visits will be billed on a time-and-material basis.

This Proposal is subject to the Maintenance Agreement Terms & Conditions, attached hereto. Any additional or different terms or conditions proposed by Customer are objected to and are hereby rejected unless specifically approved by Minuteman in writing. By signing Customer acknowledges and agrees that it has read this Proposal and the Maintenance Agreement Terms & Conditions and agrees to be bound by all terms and conditions set forth herein.

Maintenance Agreement Terms & Conditions

These Maintenance Agreement Terms & Conditions (these "Terms & Conditions"), including the terms and conditions below, and any agreement, estimate, proposal, work order, or quote executed in writing pursuant thereto (each a "Proposal" and together with the Terms & Conditions, this "Agreement"), are entered into by and between Minuteman Security Technologies, Inc. ("Minuteman") and the customer listed above ("Customer") and are subject to the laws in effect in the State in which it has been signed and executed.

SERVICES: This Agreement constitutes an offer to Customer for performance of the services listed above (the "Services") upon the terms and conditions stated herein, and constitutes a binding contract between Customer and Minuteman upon Customer's acceptance of a Proposal. Upon acceptance, this Agreement, together with all documents referenced herein, shall constate the complete and exclusive agreement between the parties, superseding all other prior oral and written agreements. No modifications, alterations, additions or change orders shall be binding or enforceable unless approved in writing by both parties. For the avoidance of doubt, any terms and conditions listed in Customer's purchase order, confirmation, communications, or otherwise shall not apply to this Agreement and are hereby rejected by Minuteman.

Price: In consideration of the Services identified above, Customer agrees to pay the total quarterly charge set forth in the Proposal in accordance with the payment terms specified on the invoice. The cost of services does not include permits, licenses, sales tax, shipping costs, or costs for materials and equipment, unless identified in the Proposal.

Payment: Unless alternate payment terms are set forth in a Proposal, all amounts due hereunder are in accordance with the payment terms on the specified invoice. Any unpaid amounts not received within seven (7) days from the due date shall be subject to interest at the rate of 1.5% per month, or the maximum rate permitted by applicable law, whichever is less. Customer shall reimburse Minuteman for any interest, costs, costs incidental to collection and attorney's fees incurred in the collection of past-due amounts. Minuteman reserves the right to suspend this Agreement in the event that the customer fails to pay the owed amount on or before the payment due date.

Renewal: Upon expiration of the Initial Term, this Agreement will automatically renew for consecutive one (1) year terms (each, a "Renewal Term" and collectively with the Initial Term, the "Term") unless either party provides written notice of termination at least sixty (60) days prior to the expiration date of the then current Term. Multi-year agreements may be subject to an annual price increase equal to 5% or the current CPI rate, whichever is lower. Annual price may also be modified if additional hardware is added to the system within 6 months of an annual term beginning. The updated Proposal will be provided to the Customer at least 60 days prior to expiration of the then current Term. Unless the Customer provides written notice rejecting the updated Proposal prior to the renewal date, the updated Proposal will automatically take effect for the next Renewal Term.

Termination: Minuteman may terminate this Agreement in the event of Customer's breach of any of its obligations, if Customer fails to cure such breach within thirty (30) days from Minuteman's written notice of the breach. In the event of Minuteman's termination for Customer's breach, Minuteman shall be entitled to collect from Customer all amounts for Services performed up to the date of termination, plus any amounts for non-returnable or non -refundable materials or contracts, and any demobilization costs. Minuteman may suspend Services if there is any safety issue or if Customer fails to cooperate with Minuteman. In the event of termination of this Agreement for any reason, the Customer shall remain responsible for, and promptly pay to Minuteman, all fees and expenses incurred by Minuteman up to the effective termination date, plus any amounts for non-returnable or non -refundable materials or contracts, and any demobilization costs.

Warranty: Minuteman represents and warrants the Services will materially conform to the requirements of this Agreement at the time of completion. Customer must notify Minuteman of any nonconformance at the time Services are completed, or else Customer is deemed to have accepted the Services. If Customer provides timely notification of nonconforming Services, Minuteman shall, as Customer's sole and exclusive remedy and Minuteman's sole liability and responsibility for non-conforming Services, reperform such Services so that they are conforming Services. EXCEPT FOR THE EXPRESS REPRESENTATIONS AND WARRANTIES SET FORTH HEREIN: (I) NEITHER MINUTEMAN NOR ANY PERSON ON MINUTEMAN'S BEHALF HAS MADE OR MAKES ANY EXPRESS OR

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IMPLIED REPRESENTATION OR WARRANTY WHATSOEVER, EITHER ORAL OR WRITTEN, RELATED TO THE SERVICES, INCLUDING, WITHOUT LIMITATION, ANY WARRANTIES OF DESIGN, MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, OR NON-INFRINGEMENT, THAT THE SERVICES IT FURNISHES WILL AVERT OR PREVENT SECURITY BREACHES, OR THE CONSEQUENCES THEREFROM, WHETHER ARISING BY LAW, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OF TRADE OR OTHERWISE, ALL OF WHICH ARE EXPRESSLY DISCLAIMED; AND (II) CUSTOMER ACKNOWLEDGES THAT IT HAS NOT RELIED UPON ANY REPRESENTATION OR WARRANTY MADE BY MINUTEMAN, OR ANY OTHER PERSON ON MINUTEMAN'S BEHALF, EXCEPT AS SPECIFICALLY PROVIDED HEREIN.

Exclusions: Services to be provided by Minuteman pursuant to this Agreement do not include:

- Repair of damage or increase in completion time caused by failure to continually provide a suitable operating environment for the system as prescribed by Minuteman and/or the manufacturer of any equipment used in the system, including, but not limited to, the failure to provide, or the failure of, adequate and regulated electrical power, air conditioning or humidity control; or such special requirements as contained in the Proposal hereto.
- Repair of damage or increase in completion time caused by use of equipment for other than the ordinary use for which the equipment was designed or purpose for which it was intended.
- Repair of damage, replacement parts (due to other than normal wear) or repetitive service calls caused by the use of unauthorized supplies or equipment.
- Repair of damage or increase in completion time caused by: neglect or misuse, alterations, which shall include, but not be limited to, any deviation from Minuteman's physical, mechanical or electrical machine design; attachments, which are defined as the mechanical, electrical or electronic interconnecting to non-Minuteman equipment and devices not supplied by Minuteman.
- Emergency calls for non-critical issues.
- If persons other than Minuteman representatives perform maintenance or repairs that result in further work for Minuteman, such repairs will be billed on a time and materials basis. This Agreement does not include maintenance or service of customer supplied PCs and Networks. The Customer's IT department may be required to help facilitate maintenance and service of the listed systems.

DELAYS; FORCE MAJEURE: Minuteman shall not be liable or responsible to Customer, nor be deemed to have defaulted or breached this Agreement, for any failure or delay in fulfilling or performing any terms of this Agreement, however caused, or for interruptions of service caused by strikes, riots, floods, acts of God, fire, earthquake, explosion, government order, law, national emergency, revolution, insurrection, epidemic, pandemics, restraints or delays affecting carriers or inability or delay in obtaining supplies of adequate or suitable materials, materials, power outage, loss of communication and or other signal transmission lines, or by any event beyond the control of Minuteman.

MINUTEMAN'S LIMITS OF LIABILITY: TO THE MAXIMUM EXTENT PERMITTED BY LAW, NEITHER MINUTEMAN NOR ITS AFFILIATES SHALL BE LIABLE FOR CONSEQUENTIAL, INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY, PUNITIVE OR ENHANCED DAMAGES, LOST PROFITS OR REVENUES OR DIMINUTION IN VALUE, ARISING OUT OF OR RELATING TO THIS AGREEMENT OR THE UNDERLYING TRANSACTIONS HERETO, REGARDLESS OF (A) WHETHER SUCH DAMAGES WERE FORESEEABLE, (B) WHETHER OR NOT CUSTOMER WAS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND (C) THE LEGAL OR EQUITABLE THEORY (CONTRACT, TORT, OR OTHERWISE) UPON WHICH THE CLAIM IS BASED, AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE. TO THE MAXIMUM EXTENT PERMITTED BY LAW, MINUTEMAN'S TOTAL LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT AND THE UNDERLYING TRANSACTIONS HERETO SHALL NOT EXCEED THE AMOUNT OF $250.00. CUSTOMER ACKNOWLEDGES AND AGREES THAT THIS LIMITATION OF LIABILITY IS AN ESSENTIAL PART OF THIS AGREEMENT AND FURTHER AGREES THAT THIS LIMITATION OF LIABILITY IS REASONABLE. The payment of this amount shall be Minuteman's sole and exclusive liability regardless of the amount of loss or damage incurred by the Customer.

INDEMNIFICATION: Customer shall indemnify and hold harmless Minuteman, its affiliates, and its and their trustees, officers, professional staff, employees and agents from and against any loss, damage, claim or liability, including reasonable attorneys' fees (collectively "Liabilities ") to the extent that such Liabilities arise from: (i) the negligence or willful misconduct of Customer; (ii) any personal injury, death, and damage to real or personal property arising from Customer; (iii) Customer's violation of applicable laws, rules, or regulations; and (iv) Customer's use of any product, equipment, or system. Customer's obligations as an indemnifying party shall include those claims arising from Customer, its affiliates, and its and their trustees, officers, professional staff, employees or agents.

SUBCONTRACTING: Minuteman may subcontract any of its obligations under this Agreement; provided, however, that Minuteman shall not be relieved of any of its obligations under this Agreement by the appointment of such subcontractor.

ASSIGNMENT: Customer may not directly or indirectly assign, transfer, or delegate any of or all of its rights or obligations under this Agreement, voluntarily or involuntarily, including by change of control, merger (whether or not such party is the surviving entity), operation of law, or any other manner, without the prior written consent of Minuteman. Minuteman may freely assign or transfer any of its rights, obligations, or interests of this Agreement without prior written consent of Customer. Any purported assignment or delegation in violation of this Section shall be null and void.

IT IS THE CUSTOMER'S RESPONSIBILITY TO: (i) provide a clean and safe working environment that complies with all OSHA rules and standards; (ii) provide

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labeling and any required signs; (iii) provide trash receptacles and pay for all trash removal unless trash removal is specifically listed; (iv) cut, patch, and paint any areas affected by the Services; and (v) provide AutoCAD files if there is a custom annunciator/map or custom control panel, etc.

BENSALEM SCHOOL DISTRICT
ANNUAL FIRE INSPECTION

Fire Alarm, Sprinkler and Hydrant Inspection Estimate

PROTECTED BY
MERCURY SYSTEMS
BURGLAR/FIRE ALARM SERVICES

PROTECTED BY MERCURY SYSTEMS
BURGLAR/FIRE ALARM SERVICES

Thomas A. Walsh
Operations Manager
Mercury Systems, LLC
CoStar # 040-E25-312

Bensalem Township School District
3000 Donallen Dr.
Bensalem, Pa 19020
Attn: Mr. Kevin Curry

August 1, 2026

Mr. Curry,

Pursuant to the Request to Bid the Annual Fire Alarm, Sprinkler, and Hydrant Inspection at all applicable School District Buildings, Mercury Systems, LLC. Proposes to perform the following services: Annual NFPA Fire and Sprinkler System Inspections

Buildings 3-Year Schedule Fee is as follows:

Bensalem School District Fire and Sprinkler Inspection Fees:

School:		**2026**	**2027**	**2028**
Administration Building	Fire	$1,514	$1,514	$1,514
	Sprinkler	$485	$485	$485
Belmont Elementary	Fire	$2,998	$2,998	$2,998
	Hydrants	$366	$366	$366
Benjamin Rush Elementary	Fire Alarm	$2,051	$2051	$2,051
	Hydrants	$366	$366	$366
Snyder Middle School	Fire Alarm	$2,712	$2712	$2,712
	Sprinkler	$1,228	$1,228	$1,228
Cornwells Elementary	Fire Alarm	$2,998	$2,998	$2,998
	Sprinkler and Hydrant	$1,110	$1,110	$1,110
High School	Fire Alarm	$8,424	$8,424	$8,424
	Sprinkler and Hydrant	$5,382	$5,382	$5,382
Struble Elementary School	Fire Alarm	$2,712	$2,712	$2,712
	Hydrants	$363	$363	$363

School:		**2026**	**2027**	**2028**
Shafer Middle School	Fire Alarm	$2,051	$2,051	$2,051
Faust Elementary	Fire Alarm	$2,051	$2,051	$2,051
Valley Elementary	Fire Alarm	$2,006	$2,006	$2,006
	Sprinkler and Hydrant	$1,622	$1,622	$1,622
Vehicle Maintenance Bldg.	Fire Alarm	$1,323	$1,323	$1,323
	Sprinkler	$463	$463	$463
Facilities Building	Fire Alarm	$1,323	$1,323	$1,323
Total Cost Yearly		**$43,548**	**$43,548**	**$43,548**

I trust this proposal will satisfy your requirements. Should you have any questions, please do not hesitate to contact me.

Thank you for your courtesy and consideration.

Sincerely,

Thomas A. Walsh
Operations Manager
Mercury Systems, LLC

DWD Mechanical Contractors
1005 Kedron Ave, Morton, PA 19070
(610) 328-0820
Costar # 008-E22-897

Attn: Lynn Breznitsky Phone: Email: lbreznitsky@bensalemsd.org Company: Bensalem School District Address: 3000 Donallen Dr, Bensalem, PA 19020	Date: Aug 3, 2026 Re: Bensalem HS - leaking sanitary pipe repair Estimate #: 26-SSQ-1299 Property: Bensalem High School Address: 4319 Hulmeville Road, Bensalem, pa 19020

As requested, we are pleased to offer our proposal for the above referenced project as follows:

SCOPE OF WORK

Scope of work: Plumbing leak repair Bensalem HS
Furnish labor and materials to saw cut and excavate the sanitary line.
Furnish labor and materials to remove existing compromised piping and replace with new piping.
Furnish labor to back fill and patch concrete, no further restoration included i.e. flooring.
Clean off job and remove protection.
Pricing includes all materials including saw cutting and concrete.
Work to commence prior to school returning.

SPECIFIC INCLUSIONS

Pricing Breakdown

Material Total	$10,610.00
Labor Total	$9,520.00

QUALIFICATIONS

1. Our offer is firm for 30 thirty days from the date listed above.
2. Our offer is predicated upon a clear and accessible area that will be made available by others, where our work is to be performed.
3. Unless noted in the specific inclusions, our work will be performed during our normal working hours and workweek.
4. No permit fees included unless stated otherwise.
5. All quotes subject to market fluctuations.
6. Plus any applicable taxes, if tax exempt, please forward tax exempt certificate.

SPECIFIC EXCLUSIONS

This proposal is based on the following documentation and as indicated in the scope of work above.

Total Proposal as Outlined Above..... $20,130.00

Our goal is to provide quality construction and competitive pricing. We will accomplish this by performing efficiently, timely, safely and to your complete and total satisfaction. Thank you for allowing us to proceed by authorizing the work in the space provided below.

Choir Room Storm Water Pipe Repairs Proposals

DWD Mechanical Contractors -	$20,130.00
McMclure Company -	$21,956.00
Devine Brothers Inc -	No Bid

BENSALEM TOWNSHIP SCHOOL DISTRICT
BENSALEM, PA 19020

INDEMNITIES HOLD HARMLESS AGREEMENT:

Cecelia Snyder PTO agrees to indemnify and hold harmless the Bensalem
(Organization)
Township School District, their agents or employees from and against all loss or expense (including costs and attorneys' fees) by reason of liability imposed by law upon the School District for damages because of bodily injury, including death, at any time, resulting therefrom sustained by any person or persons or on account of damage to property including loss of use thereof, arising out of or in consequence of the use of Bensalem Township School District's facilities whether such injuries to persons or damage to property is due or claimed to be due to the negligence in whole or in part of the organization, their subcontractors, the Bensalem Township School District, their agents and employees, except only such injury or damage that shall have been occasioned by the sole negligence of the Bensalem Township School District, their agents and employees.

(Authorized Signature)

Nedra McCormac
(Printed Signature – Title)

07/04/2026
(Date)

BENSALEM TOWNSHIP SCHOOL DISTRICT
BENSALEM, PA 19020

FACILITIES RENTAL FORM

NAME OF REQUESTING ORGANIZATION: Snyder PTO

8/5/26
DATE

ORGANIZATION ADDRESS: 3330 Hulmeville Rd

Bensalem PA 19020

PHONE (BUSINESS)

CONTACT PERSON: Nedra McCormac

CONTACT PERSON ADDRESS:

CONTACT E-MAIL: snyderhs@bensalemsd.org

215-917-8547
PHONE (CELL)

FACILITIES REQUESTED

- [ ] BENSALEM HS
- [ ] SHAFER MS
- [x] SNYDER MS
- [ ] BELMONT ES
- [ ] CORNWELLS ES
- [ ] FAUST ES
- [ ] RUSH ES
- [ ] STRUBLE ES
- [ ] VALLEY ES
- [ ] ADMINISTRATIVE CENTER

PURPOSE: Car wash

DATE(S) REQUESTED: Sat 9/12 TO:
Raindate 9/19

TIME(S) REQUESTED: 7:30am TO: 12:30pm

DATE(S) AVAILABLE: TO: CODE#

NUMBER OF ANTICIPATED PARTICIPANTS: ADULTS: 4 STUDENTS: 10-15

ROOMS REQUESTED

- [ ] GYMNASIUM
- [ ] CAFE/MULTI-PURPOSE RM
- [ ] KITCHEN
- [ ] INTERNET CAFE
- [ ] LIBRARY
- [ ] CLASSROOM
- [ ] AUDION
- [ ] ATHLETIC FIELD
- [ ] AUDITORIUM
- [ ] NATATORIUM/POOL
- [ ] STADIUM

LOCATION: parking lot, spigot for hose

ADDITIONAL NEEDS (EQUIPMENT, # OF CHAIRS, # OF TABLES, QTY, ETC.)

A/V NEEDS (MICROPHONES, PROJECTORS, SOUND SYSTEM, ETC :)

Additionally, the user has been provided with and has read the Rules and Regulations for use of School Facilities and the policies of the Board of School Directors of the Bensalem Township School District concerning the use of its buildings and agrees to follow them in letter and spirit.

Authorized Signature: Nedra McCormac Date: 8/5/24

Principal's Signature: Nicole Bourque Date: 8/5/26

BENSALEM TOWNSHIP SCHOOL DISTRICT
RENTAL OFFICE
4319A HULMEVILLE ROAD
BENSALEM, PA 19020
215-750-2800 X 4301
DSHULSKI@BENSALEMSD.ORG

EVENT:
Snyder PTO (Veteran's Breakfast Fundraiser Carwash Event @ Snyder Middle School) CLASS II
September 12, 2026 or September 19, 2026(rain-date)
Run by Teachers & PTO
COST ABSORBED BY THE SCHOOL DISTRICT SUBMITTED FOR BOARD CONSIDERATION / APPROVAL

	QUANTITY	TIME	RATE	TOTAL
AREAS RENTED				
Parking Lot @ Snyder	n/a	n/a	n/a	N/A
CUSTODIAL HOURS				
(1) 7:30am - 12:30pm (Open School / Bathrooms)	1.00	5.00	$58.76	$293.80

HOLD HARMLESS & COI ATTACHED (APPLICATION FEE / SECURITY DEPOSIT N/A)-CLASS II

RVNA®
A DOXA INSURANCE COMPANY

Specialty Insurance Products

Cecelia Snyder Middle School PTO
3330 Hulmeville Rd
Bensalem , PA 19020

Insurance Policy Number: NANPO0073152

Tel. (800) 364-2433
Email support@rvnuccio.com
Online rvnuccio.com

Office 10148 Riverside Drive
Toluca Lake, CA 91602

Your **Insurance** Policy

What's included:

- ✓ Your Certificate(s) of Insurance
- ✓ A copy of your Application
- ✓ Your Memorandum
- ✓ Your Coverages
- ✓ Your Quote Letter

Thank you for choosing R.V. Nuccio & Associates Insurance Brokers — We look forward to helping with your specialty insurance needs.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 7/14/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER DOXA Programs, LLC DBA R.V. Nuccio & Associates Insurance Brokers 10148 Riverside Drive Toluca Lake, CA 91602	**CONTACT NAME:** Joseph Guerrero **PHONE (A/C, No, Ext):** (800) 364-2433 **FAX (A/C, No):** (818) 980-1595 **E-MAIL ADDRESS:** support@rvnuccio.com
INSURED Cecelia Snyder Middle School PTO 3330 Hulmeville Rd Bensalem , PA 19020	**INSURER(S) AFFORDING COVERAGE** — **NAIC #** **INSURER A :** Fireman's Fund Insurance Company — 21873 **INSURER B :** Axis Insurance Company — 37273 **INSURER C :** **INSURER D :** **INSURER E :** **INSURER F :**

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	**GENERAL LIABILITY** ✔ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ✔ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ✔ POLICY ☐ PRO-JECT ☐ LOC	✔		UST021067250 NANPO0073152	1/7/2026	1/7/2027	EACH OCCURRENCE DAMAGE TO RENTED PREMISES MEDICAL EXPENSE PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS						COMBINED SINGLE LIMIT BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ $ $ $
	☐ **UMBRELLA LIAB** ☐ OCCUR ☐ **EXCESS LIAB** ☐ CLAIMS-MADE ☐ DED ☐ RETENTION $						EACH OCCURRENCE AGGREGATE	$ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N ☐ **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					WC STATU-TORY LIMITS ☐ OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ $
A	Directors and Officers			NPODO0082119	1/7/2026	1/7/2027		$1,000,000
B	AD&D Medical Plus			NPOAM0053525	1/7/2026	1/7/2027		$10,000
A	Sexual Misconduct Liability			NANPO0073152	1/7/2026	1/7/2027		$1,000,000/$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Additional Insured: / Sexual Misconduct Liability included. Event Description: Car wash Start Date: 09/12/2026 End Date: 09/12/2026

CERTIFICATE HOLDER

Bensalem Township School Distict

3000 Donallen Drive

Bensalem , PA 19020

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Joseph Guerrero

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)
Bensalem Township School Distict 3000 Donallen Drive Bensalem , PA 19020
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

A. In the performance of your ongoing operations; or

B. In connection with your premises owned by or rented to you.

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NATIONAL ALLIANCE OF NONPROFIT ORGANIZATIONS, LLC
MEMBERSHIP CERTIFICATE

This Certificate of Membership certifies that the person or entity named below is a member in good standing of the National Alliance of Nonprofit Organizations, LLC and therefore, is granted access to the Resources and Benefits made available to the general membership by the Association.

Date of Certification: 7/14/2026
Member ID Number: 2645823
Member Name: Cecelia Snyder Middle School PTO
Member Street Address: 3330 Hulmeville Rd
Bensalem , PA 19020

Authority granting this Certificate:
National Alliance of Nonprofit Organizations, LLC
Executive Director

BROKER OF RECORD
MEMORANDUM

Date: 7/14/2026
Regarding: Designated Broker of Record

Applicant Name: Cecelia Snyder Middle School PTO
Mailing Address: 3330 Hulmeville Rd
Bensalem , PA 19020

To Whom It May Concern:

DOXA Programs, LLC DBA R.V. Nuccio & Associates Insurance Brokers is hereby designated as our insurance Broker of Record, effective as of the date of this Broker of Record Memorandum, for the procurement and handling of our School Group insurance needs. This Broker of Record Memorandum supersedes any other outstanding Broker of Record letter or Broker Of Record designation you may have on file.

This Broker of Record is authorized by:
Nedra McCormac

Quote

08/10/2026

Project:
Belmont CGA10

From:
Singer Equipment Company
Alexander Nelinson
150 S Twin Vally Road
Elverson , PA 19520
800-422-8126
484-402-3895 (Contact)

Project Code: 204817

Job Reference Number: 204061

This is a quote (the "Quote") to provide equipment and/or services. This Quote includes the conditions presented below and the terms that are included at https://www.singerequipment.com/policies/quote-terms-conditions (the "Terms").

When you accept this Quote, as provided below, this Quote, together with the Terms, will form a binding contract (the "Contract") between you and Singer Equipment Company, Inc., ("Singer").

Item	Qty	Description	Sell	Sell Total
2	1 ea	**CONVECTION STEAMER, GAS** Cleveland Range Model No. 24CGA10.2 Steamcraft® Gemini™ 10 Convection Steamer, pressureless, gas, 2 compartments with individual generators, (5) 12 x 20 x 2-1/2 pans/compartment capacity, SureCook controls, easyTimer 90-minute timer with dial and LED digital readout in minutes and seconds, includes SureCook load compensating thermostat, manual cooking mode and descale indicator, left-hand hinged door, controls on right, 1 standard treated & tap water connection, stainless steel construction, 6" adjustable legs with flanged feet, 144,000 BTU total	$21,450.28	$21,450.28
	1 ea	1-year parts & labor warranty, standard		
	1 ea	K-12 WARRANTY Extended Warranty, not to exceed 36 months from date of installation (K-12 Schools only)		
	1 ea	K-12 & SENIOR LIVING PROMO Free water filter (FLT0040) or 50% off filter kit (FLT0040-KIT)		
	1 ea	5 year pro-rated parts warranty on boilers & steam generators		
	2 ea	3 year Convection Steamer Door Warranty, standard		
	1 ea	PERFORMANCE START-UP Performance start-up included at customer request after equipment is installed (free water quality check included) (mileage capped at 100 miles round trip) (contact Cleveland sales representative for details)		
	1 ea	FLT0040 Water Treatment System, dual-cartridge, reduces		<No Charge>

Initial: DK

Item	Qty	Description	Sell	Sell Total
		sediments over 0.5 microns, reduces chlorine, includes (1) FLT0014 Activated Carbon Filter & Includes (1) FLT0018 Catalytic Carbon Filter		
	1 ea	Gas type to be specified		
	1 ea	(VOS115) 120v/60/1-ph, 2 blowers & controls, 150 watts each (DO NOT connect to GFI outlet)		
			ITEM TOTAL:	**$21,450.28**
			Total	$21,450.28

Prices are valid for 10 days unless otherwise noted herein, thereafter reconfirm.

In the event of an increase in U.S. published tariffs resulting in an increase of Singer's cost for Goods that are subject to a Proposal or an order by Customer, Singer may, prior to Customer's payment in full for such Goods, increase the price for such Goods by an amount equal to the increase of Singer's cost.

Unless otherwise noted herein, freight charges are NOT included.

Warranties

Manufacturer's standard warranties are included. No other warranty is extended or implied unless otherwise noted herein, and ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE, ARE DISCLAIMED TO THE FULLEST EXTENT ALLOWED BY LAW.

Taxes

Prices do not include sales nor use tax unless otherwise noted herein. All applicable taxes are subject to the current rate at time of final invoicing and are the responsibility of the customer.

Payment Terms

Unless otherwise noted herein, standard payment terms are 50% due at signing of quote and acceptance of terms and conditions, and the remaining balance will be due prior to delivery. Prices are quoted based on check or ACH as a form of payment. Credit card payment may incur a service charge on the total order.

See link to the Terms and Conditions, Return/Cancellation Section for the return and cancellation terms applicable to this Quote.

See link to the Terms and Conditions, Delivery Section, for delivery and shipping terms applicable to this Quote.

See link to the Terms and Conditions, Scope of Work Section, for the scope of Singer's work and exclusions therefrom applicable to this Quote.

Please read this quotation carefully as it is based upon our interpretation of the items being requested. Review this quotation for errors, omissions or inaccuracies of any kind. The customer is responsible to verify all measurements, directions of operation, voltages and utility specifications prior to ordering. Any changes to the above may incur a price adjustment.

TO ACCEPT THE QUOTE AND THE TERMS, AND TO CONFIRM OUR CONTRACT, PLEASE EITHER:

A. Select the "ACCEPT" button at the bottom of the screen which will prompt you to execute an electronic signature, which we accept. *By executing this Quote and the Contract hereby created, you are authorizing Singer to rely on your electronic signature as binding confirmation of your agreement to Contract. In addition, by executing this Quote, you are expressly acknowledging and agreeing to the Contract thereby created, comprised of this Quote and the Singer Terms, and the terms on each and every page of the Contract.*

B. Print, sign and return this entire document to your Singer Representative or Copy and Paste this entire document into your confirming acceptance email and send the email to your Singer Representative.

As an authorized representative of the undersigned customer, the undersigned hereby confirms and accepts the terms of the Quote and the Terms at https://www.singerequipment.com/policies/quote- terms-conditions, which I hereby confirm on behalf of the Customer, I have reviewed and accepted, and thus confirm and the Contract between the undersigned Customer and Singer intending the undersigned Customer to be legally bound by the terms of the Contract hereby formed.

AS THE AUTHORIZED REPRESENTATIVE OF THE CUSTOMER, I FURTHER CONFIRM THAT ANY PRE-PRINTED TERMS THE CUSTOMER MAY INCLUDE ON ANY PURCHASE ORDER OR CONFIRMATION WILL NOT AMEND THIS QUOTE OR THE CONTRACT AND WILL NOT BE BINDING ON SINGER AND ARE EXPRESSLY EXCLUDED.

If you are an individual, YOU HEREBY CONFIRM THAT YOU ARE OF LEGAL AGE TO CONTRACT IN YOUR JURISDICTION (18 OR 19 DEPENDING UPON YOUR STATE), and are signing and returning this Contract as your voluntary act and deed, intending to be legally bound by this Contract, which includes the above Quote and the Terms at https://www.singerequipment.com/policies/quote-terms-conditions, both of which I hereby ACCEPT.

WE ACCEPT ELECTRONIC SIGNATURES. *By executing this Quote and the Contract hereby created, as the authorized representative of the Customer, you are authorizing Singer to rely on your electronic signature as binding confirmation of your agreement to Contract. In addition, by executing this Quote, on behalf of the Customer, you are expressly acknowledging and agreeing to the Contract thereby created, comprised of this Quote and the Singer Terms, and the terms on each and every page of the Contract.*

Insert name of customer: Bensalem Twp. School District

By (signature): Dr. Deborah King

Name (print): Dr. Deborah King

Title (print): Board President

Date: 9/23/26



Initial: DK

Fill Out Our Application at singerequipment.com/finance

Acceptance: _____ Date: 9/23/26

Printed Name: Dr. Deborah King Dr. Deborah King

Project Grand Total: $21,450.28

Contract Form

This Contract is made and entered into this 26th day of June, 2026 ("Effective Date") by and between the Southeastern PA Buying Group (hereinafter, "SEPA") and **IMPERIAL BAG & PAPER CO. LLC, BRADY INDUSTRIES, LLC, and their Affiliates, divisions and locations operating in the US** (the "Contractor").

Whereas, Contractor submitted a Bid in connection with SEPA's procurement of paper products (the "Products") as an indefinite quantity of goods and services contract as detailed in the Specifications incorporated in the Contract Documents;

Whereas, SEPA notified Contractor that it was the lowest responsive and responsible Bidder for some or all of the Products;

Whereas, Contractor executes this Contract Form to memorialize its acceptance of the terms and conditions of the Contract.

Now therefore, for the consideration stated herein and other good and valuable consideration, the sufficiency of which is expressly acknowledged by both parties, and intending to be legally bound hereby, the parties mutually agree as follows:

1. Capitalized terms not defined herein shall have the same means as set forth in the Instructions to Bidders or General Conditions of the Contract, as applicable.

2. Contractor agrees to furnish all Products requested by SEPA m writing m accordance with the Contract Documents.

3. Upon written request from SEPA, Contractor shall supply the Products to SEPA Members at the unit prices then applicable to the Products for this Rollover Term (as defined below), as agreed upon by SEPA and Contractor.

4. The quantities of Products listed in the Specifications and/or Bid Form are merely estimates of SEPA Member's needs. SEPA Members reserve the right to purchase more, less or none of the Products as each SEPA Member determines it requires in its sole and absolute discretion. The Products will be requisitioned by each SEPA Member on an as-needed basis throughout the duration of the Contract.

5. This Contract shall commence on July .1;2026 and shall expire on June 30, 2027 (the "Rollover Term") unless otherwise terminated earlier in accordance with the Contract Documents. SEP A reserves the right to extend the Contract upon written notice to Contractor, on the same terms and conditions, for an additional three (3) months for purposes of transitioning the supply of Products to another supplier. Upon satisfactory performance, and with mutual agreement between SEPA and Contractor, this contract may be extended for four additional years, in one-year increments. The extensions must be with the same conditions, specifications and discounts holding. Total possible length of this contract is five years.

6. The entire integrated agreement between SEPA and Contractor in connection th the Project includes this Contract Form, the completed Bid Form, SEPA's notice to Contractor of which Products Contractor has been awarded, any other completed forms required by the Specifications, and the Bid Documents, all of which are incorporated herein by reference.

IN WITNESS WHEREOF, the Contractor and SEPA cause this Contract to be signed, sealed and delivered as of the day and year first above written.

Contractor:

Oscar Garcia (Jul 6, 2026 11:45:23 EDT)

Signature

Oscar Garcia

Name and Title

President, Northeast Region

Southeastern PA Buying Group:

Signature

Jessica R. Oldsey

Jessica Oldsey, Authorized Representative

IMPERIAL- CONTRACT FORM- 26-27 ROLLOVER (ID v. 1)

Final Audit Report 2026-07-06

Created:	2026-06-26
By:	Daniel Gill (dgill@imperialdade.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA0gMGSAUv_5HMTTw2yBgR8HU0D9vYRQoF

"IMPERIAL- CONTRACT FORM- 26-27 ROLLOVER (ID v. 1)" History

Document created by Daniel Gill (dgill@imperialdade.com)
2026-06-26 - 6:24:24 PM GMT

Document emailed to ogarcia@imperialdade.com for signature
2026-06-26 - 6:25:29 PM GMT

Email viewed by ogarcia@imperialdade.com
2026-07-06 - 3:44:07 PM GMT

Signer ogarcia@imperialdade.com entered name at signing as Oscar Garcia
2026-07-06 - 3:45:21 PM GMT

Document e-signed by Oscar Garcia (ogarcia@imperialdade.com)
Signature Date: 2026-07-06 - 3:45:23 PM GMT - Time Source: server - Signature Appearance Selected: MOBILE_DRAW

Agreement completed.
2026-07-06 - 3:45:23 PM GMT

Contract Form

This Contract is made and entered into this __9th____ day of _____June_, 2026 ("Effective Date") by and between the Southeastern PA Buying Group (hereinafter, "SEPA") and _____Georgeo's Water Ice Inc._____ (the "Contractor").

Whereas, Contractor submitted a Bid in connection with SEPA's procurement of ice cream products (the "Products") as an indefinite quantity of goods and services contract as detailed in the Specifications incorporated in the Contract Documents;

Whereas, SEPA notified Contractor that it was the lowest responsive and responsible Bidder for some or all of the Products;

Whereas, Contractor executes this Contract Form to memorialize its acceptance of the terms and conditions of the Contract.

Now therefore, for the consideration stated herein and other good and valuable consideration, the sufficiency of which is expressly acknowledged by both parties, and intending to be legally bound hereby, the parties mutually agree as follows:

1. Capitalized terms not defined herein shall have the same means as set forth in the Instructions to Bidders or General Conditions of the Contract, as applicable.

2. Contractor agrees to furnish all Products requested by SEPA in writing in accordance with the Contract Documents.

3. Upon written request from SEPA, Contractor shall supply the Products to SEPA Members at the unit prices identified in Contractor's Bid Form within applicable time limits.

4. The quantities of Products listed in the Specifications and/or Bid Form are merely estimates of SEPA Member's needs. SEPA Members reserve the right to purchase more, less or none of the Products as each SEPA Member determines it requires in its sole and absolute discretion. The Products will be requisitioned by each SEPA Member on an as-needed basis throughout the duration of the Contract.

5. This Contract shall commence on July 1, 2026 and shall expire on June 30, 2027 unless otherwise terminated earlier in accordance with the Contract Documents. SEPA reserves the right to extend the Contract upon written notice to Contractor, on the same terms and conditions, for an additional three (3) months for purposes of transitioning the supply of Products to another supplier. Upon satisfactory performance, and with mutual agreement between SEPA and Contractor, this contract may be extended for four additional years, in one year increments. The extensions must be with the same conditions, specifications and discounts holding. Total possible length of this contract is five years.

6. The entire integrated agreement between SEPA and Contractor in connection with the Project includes this Contract Form, the completed Bid Form, SEPA's notice to Contractor of which Products Contractor has been awarded, any other completed forms required by the Specifications, and the Bid Documents, all of which are incorporated herein by reference.

IN WITNESS WHEREOF, the Contractor and SEPA cause this Contract to be signed, sealed and delivered as of the day and year first above written.

Contractor:

Signature

George Swyngim President

Name and Title

Southeastern PA Buying Group:

Signature

Jessica Oldsey

Jessica Oldsey, Authorized Representative

Contract Form

This Contract is made and entered into this 12th day of June, 2026 ("Effective Date") by and between the Southeastern PA Buying Group (hereinafter, "SEPA") and Hershey Ice Cream (the "Contractor").

Whereas, Contractor submitted a Bid in connection with SEPA's procurement of ice cream products (the "Products") as an indefinite quantity of goods and services contract as detailed in the Specifications incorporated in the Contract Documents;

Whereas, SEPA notified Contractor that it was the lowest responsive and responsible Bidder for some or all of the Products;

Whereas, Contractor executes this Contract Form to memorialize its acceptance of the terms and conditions of the Contract.

Now therefore, for the consideration stated herein and other good and valuable consideration, the sufficiency of which is expressly acknowledged by both parties, and intending to be legally bound hereby, the parties mutually agree as follows:

1. Capitalized terms not defined herein shall have the same means as set forth in the Instructions to Bidders or General Conditions of the Contract, as applicable.

2. Contractor agrees to furnish all Products requested by SEPA in writing in accordance with the Contract Documents.

3. Upon written request from SEPA, Contractor shall supply the Products to SEPA Members at the unit prices identified in Contractor's Bid Form within applicable time limits.

4. The quantities of Products listed in the Specifications and/or Bid Form are merely estimates of SEPA Member's needs. SEPA Members reserve the right to purchase more, less or none of the Products as each SEPA Member determines it requires in its sole and absolute discretion. The Products will be requisitioned by each SEPA Member on an as-needed basis throughout the duration of the Contract.

5. This Contract shall commence on July 1, 2026 and shall expire on June 30, 2027 unless otherwise terminated earlier in accordance with the Contract Documents. SEPA reserves the right to extend the Contract upon written notice to Contractor, on the same terms and conditions, for an additional three (3) months for purposes of transitioning the supply of Products to another supplier. Upon satisfactory performance, and with mutual agreement between SEPA and Contractor, this contract may be extended for four additional years, in one year increments. The extensions must be with the same conditions, specifications and discounts holding. Total possible length of this contract is five years.

6. The entire integrated agreement between SEPA and Contractor in connection with the Project includes this Contract Form, the completed Bid Form, SEPA's notice to Contractor of which Products Contractor has been awarded, any other completed forms required by the Specifications, and the Bid Documents, all of which are incorporated herein by reference.

IN WITNESS WHEREOF, the Contractor and SEPA cause this Contract to be signed, sealed and delivered as of the day and year first above written.

Contractor:

Signature

Rich White Branch Manager

Name and Title

Southeastern PA Buying Group:

Signature

Jessica Oldsey

Jessica Oldsey, Authorized Representative

Contract Form

This Contract is made and entered into this 13 day of May, 2026 ("Effective Date") by and between the Southeastern PA Buying Group (hereinafter, "SEPA") and Lehigh Valley Dairy (the "Contractor").

Whereas, Contractor submitted a Bid in connection with SEPA's procurement of milk products (the "Products") as an indefinite quantity of goods and services contract as detailed in the Specifications incorporated in the Contract Documents.

Whereas, SEPA notified Contractor that it was the lowest responsive and responsible Bidder for some or all of the Products.

Whereas, Contractor executes this Contract Form to memorialize its acceptance of the terms and conditions of the Contract.

Now therefore, for the consideration stated herein and other good and valuable consideration, the sufficiency of which is expressly acknowledged by both parties, and intending to be legally bound hereby, the parties mutually agree as follows:

1. Capitalized terms not defined herein shall have the same means as set forth in the Instructions to Bidders or General Conditions of the Contract, as applicable.

2. Contractor agrees to furnish all Products requested by SEPA in writing in accordance with the Contract Documents.

3. Upon written request from SEPA, Contractor shall supply the Products to SEPA Members at the unit prices identified in Contractor's Bid Form within applicable time limits.

4. The quantities of Products listed in the Specifications and/or Bid Form are merely estimates of SEPA Member's needs. SEPA Members reserve the right to purchase more, less or none of the Products as each SEPA Member determines it requires in its sole and absolute discretion. The Products will be requisitioned by each SEPA Member on an as-needed basis throughout the duration of the Contract.

5. This Contract shall commence on July 1, 2026, and shall expire on June 30, 2027 unless otherwise terminated earlier in accordance with the Contract Documents. SEPA reserves the right to extend the Contract upon written notice to Contractor, on the same terms and conditions, for an additional three (3) months for purposes of transitioning the supply of Products to another supplier. Upon satisfactory performance, and with mutual agreement between SEPA and Contractor, this contract may be extended for two additional years, in one-year increments. The extensions must be with the same conditions, specifications and discounts holding. Total possible length of this contract is three years.

6. The entire integrated agreement between SEPA and Contractor in connection with the Project includes this Contract Form, the completed Bid Form, SEPA's notice to Contractor of which Products Contractor has been awarded, any other completed forms required by the Specifications, and the Bid Documents, all of which are incorporated herein by reference.

IN WITNESS WHEREOF, the Contractor and SEPA cause this Contract to be signed, sealed and delivered as of the day and year first above written.

Contractor:

Signature

Brian Sullivan Account mngr.
Name and Title

Southeastern PA Buying Group:

Signature

Jessica R. Oldsey
Jessica Oldsey, Authorized Representative

UPPER DUBLIN SCHOOL DISTRICT

Andrew Lechman, Chief Financial Officer
1580 Fort Washington Avenue
Maple Glen, PA 19002
alechman@udsd.org
(215) 643-8811
www.udsd.org

December 16, 2025

Ms. Barbara Heller
US Foods
1200 Hoover Avenue
Allentown, PA 18109

Dear Ms. Heller,

We are pleased to inform you that on December 15, 2025, the Upper Dublin School District Board of Directors approved a one-year extension for the Food Products and Distribution Bid for the 2026-2027 school year in accordance with bid language.

Sincerely,

Andrew G. Lechman
AL/cm

INSPIRING LEARNERS EMPOWERING FUTURES

Contract Form

This Contract is made and entered into this 18 day of June, 2026 ("Effective Date") by and between the Southeastern PA Buying Group (hereinafter, "SEPA") and Rockland Bakery Inc. (the "Contractor").

Whereas, Contractor submitted a Bid in connection with SEPA's procurement of bread products (the "Products") as an indefinite quantity of goods and services contract as detailed in the Specifications incorporated in the Contract Documents;

Whereas, SEPA notified Contractor that it was the lowest responsive and responsible Bidder for some or all of the Products;

Whereas, Contractor executes this Contract Form to memorialize its acceptance of the terms and conditions of the Contract.

Now therefore, for the consideration stated herein and other good and valuable consideration, the sufficiency of which is expressly acknowledged by both parties, and intending to be legally bound hereby, the parties mutually agree as follows:

1. Capitalized terms not defined herein shall have the same means as set forth in the Instructions to Bidders or General Conditions of the Contract, as applicable.

2. Contractor agrees to furnish all Products requested by SEPA in writing in accordance with the Contract Documents.

3. Upon written request from SEPA, Contractor shall supply the Products to SEPA Members at the unit prices identified in Contractor's Bid Form within applicable time limits.

4. The quantities of Products listed in the Specifications and/or Bid Form are merely estimates of SEPA Member's needs. SEPA Members reserve the right to purchase more, less or none of the Products as each SEPA Member determines it requires in its sole and absolute discretion. The Products will be requisitioned by each SEPA Member on an as-needed basis throughout the duration of the Contract.

5. This Contract shall commence on July 1, 2026 and shall expire on June 30, 2027 unless otherwise terminated earlier in accordance with the Contract Documents. SEPA reserves the right to extend the Contract upon written notice to Contractor, on the same terms and conditions, for an additional three (3) months for purposes of transitioning the supply of Products to another supplier. Upon satisfactory performance, and with mutual agreement between SEPA and Contractor, this contract may be extended for four additional years, in one-year increments. The extensions must be with the same conditions, specifications and discounts holding. Total possible length of this contract is five years.

6. The entire integrated agreement between SEPA and Contractor in connection with the Project includes this Contract Form, the completed Bid Form, SEPA's notice to Contractor of which Products Contractor has been awarded, any other completed forms required by the Specifications, and the Bid Documents, all of which are incorporated herein by reference.

IN WITNESS WHEREOF, the Contractor and SEPA cause this Contract to be signed, sealed and delivered as of the day and year first above written.

Contractor:

Domenica Battaglia
Signature

Domenica Battaglia
Name and Title

office operations manager

Southeastern PA Buying Group:

Signature

Jessica Oldsey
Jessica Oldsey, Authorized Representative

PO Box 1637
Hockessin, DE 19707

Food Safety and Sanitation Proposal

Bensalem Township School District
Child Nutrition Services Department

PO Box 1637
Hockessin, DE 19707

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Our company

Food Safety Solutions, LLC, is a Food Safety Training & Education Company founded in 2001. It is the exclusive distributor of the SFSPac® Program in the Mid-Atlantic region. SFSPac® is PortionPac Chemical Corporation's food safety program that has specialized in serving the school nutrition industry since 1983. The Food Safety & Sanitation System has continued to evolve to help School Nutrition Directors meet the many changes they face when feeding young people over the past four decades. The education curriculum and training tools are based on industry "Best Practices" and adapted to meet the most current Model Food Code. The curriculum is also customized to meet the unique needs of your school district's State Codes and Department of Education guidance under USDA direction.

All Food Safety Solutions, LLC, Specialists are required to be certified as "ServSafe" instructors. All are FBI checked to meet stringent contractual requirements. Safe, attentive driving is confirmed annually as a requirement of employment for all of our Service Specialists.

Food Safety Solutions employees are in highly visible vehicles with the Company and Logo prominently displayed. Additionally, they will be attired in logo'd uniforms (purple shirts and khaki or black pants), have a photo ID and present themselves in a professional manner at all times on school properties.

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Hockessin, DE 19707

Our Service

Each year prior to the beginning of school, Food Safety Solutions, LLC, assesses the District's goals and targets for food safety. A curriculum is developed to support that. A specific topic will be presented to the staff at the site level in the form of a "Calendar Education Module". The site-based modules are meant to reinforce subject matter that is introduced during the In-service sessions, manager training and staff development sessions. Education Modules are approved by the School Nutrition Association for Continuing Education Credits. These programs qualify for 2.5 hours of USDA Professional Standards required training annually.

Each site will be provided with laminated color-coded safety data sheets (SDS), mixing and use instructions, charts, bottles and all the ancillary supplies as required in this Bid. SDS are color-coded to the cleaning materials, posted in each kitchen and located in the Procedure & Reference Guide. Additionally, all SDS have a 24 hour Emergency Response Number and comply with OSHA Guidelines. Wall charts and instructional materials are color-coded to the cleaners and posted in each site. They include, but are not limited to the following:

- Sink Instruction Chart
- Sanitizer Test Strip Chart
- Hand Wash Chart
- Dish Machine Usage Chart
- Dish Machine Delimer Chart
- Floor Cleaning Chart
- Dining Room Table Cleaning Chart
- Color-coded Safety Data Sheets (SDS)

After the initial introduction phase (typically two to three months), sites will be visited seven times per year (as specified in Appendix A) for "Just-In-Time" (JIT) delivery of the color-coded detergents and supplies, site-based education, HACCP food safety verification and staff motivation and recognition. Should a site require inventory or technical needs in between scheduled visits, Food Safety Solutions Specialists will respond within 72 hours. Special trainings are a normal practice and can be requested by our field personnel, district supervisors and/or Kitchen Managers.

Additionally, each site will be provided with a Procedure & Reference Guide that will provide site managers with an education tool for new employee orientation and a reference for all employees for general kitchen practices, mixing and use instructions for the detergents, SDS, Sanitizer Logs and written cleaning procedures for equipment based on industry "Best

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Practices". The guide also includes a complete scheduled task list and bi-lingual usage instructions. On-line instruction is also available free of charge and includes training on mixing and usage of the Cleaning Materials.

As a follow-up to the site visits, Food Safety Solutions, LLC, will send electronic service reports to document site-based education, service and inventory replacement. The proprietary software offers monthly verification of the USDA mandated HACCP system and provides critical due diligence documentation. Further, each sites monthly verification results are immediately available via email for administrative review. The detailed reports provide the district with an excellent management tool for work place and Food Safety Education. Year over year, food safety performance is tracked and targeted for measurable improvements with this information.

Prior to the end of each school year, Food Safety Solutions staff will conduct an Annual Review with the Child Nutrition Director and staff of their choosing to review program successes and discuss areas noted for improvement. This will also provide the opportunity to validate the districts HACCP Food Safety Plan and make any necessary changes.

Food Safety Solutions, LLC, will be the sole contractor for this proposal. The cleaning detergents are manufactured in the USA and the service will be administered by local Food Safety Specialists operating from a Delaware warehouse. Food Safety Solutions, LLC, is able and willing to provide a COI that states all insurance coverages.

Material Specifications

SFSPac® cleaning detergents were designed specifically for use in school food service operations and are packaged in **pre-measured portion controlled concentrated packages**. Each item arrives in a small box containing between 24 and 132 Pac® brand pouches. This provides for ease of storage and ample product inventory until our next service visit. Our products are used in thousands of school food service operations throughout the country.

SFSPac® detergent Pac® brand pouches and boxes are lightweight and designed with the cafeteria worker in mind. Our packaging was created to require only a small storage footprint that reduces the need for valuable shelf space, particularly in smaller kitchens. The cleaning material packages are easily opened with a Pac® Cutter or by using the convenient tear slot. Package labeling exhibits clear directions in English and Spanish.

All SFSPac® cleaning detergents utilize the **"Rule of One"** mixing concept: simply fill to the bottle's marked line and add the contents of one Pac® brand pouch. For ease of use and identification, each detergent has been color-coded to match its corresponding SDS, dispenser, instruction sheet, and packaging. Detergents dilute instantly in hot or cold water, make an effective cleaning solution which leaves no film or residue, and will not stain or discolor equipment when used at recommended proportions.

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SFSPac® cleaning detergents conserve resources and energy throughout their life cycle. Our detergents have achieved, or are under review for, Green Seal™ certification where standards exist. All SFSPac® cleaning detergents meet or exceed the California Air Quality Control Board (CAB) Standard, and the SFSPac® Sanitizer and Germicidal Detergent used in our program are EPA-registered.

Furthermore, most SFSPac® cleaning detergents contain no volatile organic compounds (VOC), and, where indicated, have no hazards as defined by the OSHA Hazard Communication Standard, 29 CFR 1910.1200.

SFSPac® cleaning detergents are biodegradable, butyl free, acid free, and phosphate free. SFSPac® cleaning detergents contain no carcinogens, asthmagens or mutagens. All products are manufactured in the same facility in Chicago and utilize the same manufacturing standards as those products inspected and certified by Green Seal™. SFSPac® cleaning detergents use only food grade or natural dyes in compliance with Green Seal™ requirements.

Additionally, all SFSPac® cleaning detergent bottles exceed the Green Seal™ requirement that packaging is made from 25% post-consumer materials. SFSPac® bottles are made from 40% post-consumer content, which is the highest in the industry. SFSPac® proposes to provide the following cleaning detergents in quantities sufficient to maintain proper levels of sanitation as required by the school district and local Health Authorities. SFSPac® cleaners are safe for use around food service preparation, serving, storage and dining areas.

Manual Cleaning

All Purpose Cleaner (For floor cleaning and spray cleaning applications)

To be used with manual and/or machine cleaning methods. Low sudsing, easy to rinse detergent. Biodegradable. Phosphate free. Pleasantly scented. Requires potable water rinse if used on food preparation surfaces. Portion control package. Each package makes one quart spray bottle or 4 gallons of mopping solutions. **SFSPac5**.

Multi-Purpose Degreaser (For degreasing floors and spray applications)

To be used for heavy duty cleaning, degreasing of floors, food service equipment and other difficult to clean surfaces. Phosphate free. Portion control package. Each package makes one quart spray bottle or 4 gallons of mopping solutions. **SFSPac30.**

Pot and Pan Detergent

Concentrated liquid blend of high-foaming detergents, solvents and water conditioning agents. Biodegradable. Requires a potable water rinse following use on food preparation or serving surfaces. Portion control package. Each package makes one quart bottle of concentrate or 25 gallons in three-compartment sink. **SFSPac14 & SFSPac15**

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Sanitizer

Concentrated liquid blend of quaternary ammonium compounds. EPA registered. Provides 200ppm active quaternary sanitizer. No potable water rinse required. Portion control package. Each package makes 64 quart spray bottles, 32 buckets for wiping cloths or 17 gallons in three- compartment sink. **SFSPac17.**

Germicidal Detergent (For cleaning and disinfecting) Neutral PH

Concentrated liquid quaternary ammonium compound provides a broad spectrum of effectiveness against a variety of gram-positive and gram-negative organisms including antibiotic resistant staphylococcus, HIV, HBV, COVID-19, and more. To clean all surfaces including those that are resilient removing odor forming bacteria and leaving no masking or cover up odor. Biodegradable. EPA registered. Portion control package. Each package makes 64 quart spray bottles or 16 gallons of cleaning and disinfecting solution. **SFSPac20N**

Mechanical Ware Washing

Service Specifications for Ware Washing System

Food Safety Solutions, LLC, proposes the following ware wash services as an integral part of the Food Safety and Sanitation System. The system will consist of, but not limited to, the following components:

- Just-In-Time (JIT) inventory will be provided at each site seven times per year.
- Service reports will be sent immediately following each visit to the Child Nutrition Director and designated staff members. Reports will include date, time spent at each site, a brief description of the training and services provided, and monthly Education Module that was presented during the visit.
- Instructional posters outlining proper handling of dish machine detergents & delimer chemicals will be placed in each facility.
- Color-Coded Safety Data Sheets will be provided, monitored, and updated at each site.
- Upon installation of the equipment all staff will receive in-service training on equipment, proper operation and maintenance of the dish machine. Site-based training will be performed on proper racking, de-liming, appropriate workflow, sanitary loading and unloading and maintenance checkpoints.
- State-of-Art Digital Dispensing allows for accurate and efficient chemical performance. All equipment is loaned at no charge to the district. We utilize DEMA electronic chemical dispensers for each dish-machine providing the Food Safety Solutions Specialist with digital readouts regarding the number of racks, de-liming cycles and proper chemical injection.

Ware Washing Detergent & Deliming Specifications

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Food Safety Solutions, LLC, utilizes dish-machine detergents that were designed for use in Child Nutrition Operations that are dispensed from color-coded and number coded closed loop containers, specifically designed for use in our proprietary **My Terra Dish Machine Program**. The closed-loop system prevents employees from any contact with the chemicals. Chemicals are not released from the container until they are placed in the rack and snapped into place.

- **MyTerra Dish Machine Detergent:** Packaged in 1 Gallon Closed Loop Containers. Utilizing the latest advances in formulating technology, we have designed a product that can be used in high and low temperature applications as well as hard and soft water. Helps to minimize your delivery and inventory costs as well as storage space. Quickly emulsifies greasy soils for easy removal. Rinses quickly and easily from surfaces. The product is environmentally preferred as it does not contain Phosphates or NTA
- **MyTerra Dish Machine Rinse Aid:** Packaged in 1 Gallon Closed Loop Containers. Utilizing the latest advances in formulating technology, we have designed a product that can be used in high and low temperature applications as well as hard and soft water. Provides consistent, spot free drying. Rinses quickly and easily from surfaces.
- **MyTerra CombiLime:** Packaged in 1 Gallon Containers. A powerful, buffered liquid acid product designed for hard water precipitates that build up on kitchen equipment.
- **MyTerra Delimer:** Packaged in 1 Gallon Containers. A powerful, fast acting liquid acid product designed to rid the dish machine of scale and lime formations due to hard water precipitates. This balanced product works quickly to brighten internal surfaces and leave them sparkling. Contains special surfactants that degrease and clean internal surfaces of machine.

Other Items:

Food Safety Solutions, LLC, agrees to provide the items listed in this section; i.e., cleaning and sink gloves, scrapers, package cutters, sanitizer buckets, thermometer cups, goggles, sanitizer test kits and dispensing bottles and containers.

Proposal Locations

We will implement our Program in all Bensalem Township schools. Food Safety Solutions, LLC, is sensitive to school schedules and pressures in a kitchen environment.

Program Cost

The price shall be for delivery of the specified Sanitation System on a Per Site basis, billed monthly, or billed annually in July at a 1.5% discount. If the July invoice is not paid within 30 days of receipt, the price will revert to the undiscounted price. A site listing is in Schedule B.

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	Monthly (7 visits)	Annual (7 visits)
Per school price	$220.07	$2,200.74
District total (9 schools)	$1,980.67	$19,806.70
	Pay in July 1.5% discount	$19,609.60

All materials, chemicals, accessories and instructional charts remain the property of FSS and will be removed if the program is cancelled.

Food Safety Solutions reserves the right to increase the price of the program by the Consumer Price Index.

Agreement Period

The contract period would be July 1, 2026, to June 30, 2029.

Either party may terminate the agreement at any time with 30 days notice.

Billing and Remittance

All billings will be from Food Safety Solutions, LLC, unless otherwise notified. Payment is preferred by ACH. ACH details are available upon request.

Contact

Benjamin Roderick

Email: ben@foodsafetysolutionsinc.com

Mobile Phone: 302-690-3160

Office Phone: 877-235-0177

Mailing Address:

Food Safety Solutions LLC

PO Box 1637

Hockessin, DE 19707

PO Box 1637
Hockessin, DE 19707

Appendix A: Schedule A

THIS SCHEDULE IS CONFIDENTIAL AND NOT SUBJECT TO DISCLOSURE UNDER: Pennsylvania – Pennsylvania's New Right to Know Law. Chapter 7; Sections 707. Production of certain records and Section 708 (b) (11) Exception for public records; exempt access to records which are "A record that constitutes or reveals a trade secret or confidential proprietary information."

SCHEDULE A

EDUCATION AND SERVICES

All services, materials, and consultation are included in the total cost provided under the Food Service Safety and Sanitation Service Agreement, offering complete budget control and predictability to the School District. Food Safety Solutions LLC ("FSS") will provide education & training, materials, services and inventory control and reports as follows.

I. Education

A. FSS's food safety and sanitation education program includes district in-service education, site-based education, and educational materials for the Participating Schools. The goal of the FSS education program is to provide education for the managers and employees of the School District and standardize sanitation and safety procedures in each Participating School's kitchen facility.

B. Education will be provided during each service cycle at each of the Participating Schools. Each educational session is approved for a minimum of .25 Continuing Education Credits (CEU) for School Nutrition Association (SNA) and/or a minimum of .25 CEU's towards USDA mandated Professional Standards Curriculum. The education provided will address each school's specific needs and will include on-going curriculum of sanitation and workplace topics.

II. Materials

A. Sufficient cleaning products, such as cleaners, detergents, cleaning and sink gloves, bottles, buckets, etc. and OSHA approved dispensing systems, including detergent, rinse agent, delimer and descale materials (if appropriate) will be provided and replenished as needed at each participating site.

B. SDS, posters and charts, procedure guide, and ancillary items (*e.g.,* pac cutters, sanitizer test strips, etc.) will be provided and replenished as

Food Safety SOLUTIONS INC

PO Box 1637
Hockessin, DE 19707

needed at each participating site.

C. Each of the participating schools is granted a non-exclusive license to use the program and the program materials. FSS will take steps to safeguard use of the program content by entities operating without an agreement from FSS or a related entity.

D. Provide chemical service application and delivery.

E. Provide log books as needed

F. Ensure all bottles, containers, and dispensing equipment is properly labeled and OSHA compliant

III. Service

A. The Specialists are certified in the administration, instruction, and recognition of HACCP program integrity and verification.

B. Food Safety Specialists will survey and audit each Participating School's kitchen, and provide immediate corrective action, staff training, action documentation, and supervisor notifications for follow-ups. The survey and audit are intended to measure due-diligence and verify system execution and staff motivation.

C. Vendor will provide service call times and dates upon request

IV. Reports / Review

A. FSS will provide documentation of the education received for School District due-diligence files.

B. All materials required for OSHA compliance will be placed in and kept current in each of the Participating Schools.

C. After completion of each survey and audit, FSS will generate a service report that documents program compliance and areas where further management action is required. These reports may serve as critical due-diligence confirmation and provide the School District with an electronic record of program compliance.

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Hockessin, DE 19707

Appendix B: Schedule B

	Billing Start Month	Billing End Month
	Sept	June
	Site	**Price**
1	Belmont Hills Elementary School	$220.07
2	Benjamin Rush Elementary School	$220.07
3	Bensalem High School AB	$220.07
4	Cecelia Snyder Middle School	$220.07
5	Cornwells Elementary School	$220.07
6	Robert K Shafer Middle School	$220.07
7	Russell C Struble Elementary School	$220.07
8	Samuel K Faust Elementary School	$220.07
9	Valley Elementary School	$220.07
	Total Cost Per Month	$1,980.67
	2026-2027 Annual Cost	**$19,806.70**
	Pay-in-July Discount	$19,509.60

Quote Confirmation

BOB HOOD,

Thanks for choosing CDW. Review the details of Quote # 6B16MPY and complete your purchase.

COMPLETE PURCHASE

Quote #	Created	Account #	Quote Reference#
6B16MPY	09/03/2026	1954862	20260903

Pricing and Availability Notice -
Due to ongoing supply chain challenges, some hardware manufacturers cannot guarantee product availability or pricing until the product is shipped. While we make every effort to honor quoted pricing, if a hardware manufacturer increases its price to CDW after a quote is issued or order is accepted, we may need to update your quoted price to reflect that change irrespective of any timeframes or validity periods set forth in the quote, including up to the date of shipment. In the event of a price adjustment, we will notify you prior to shipment. Any price adjustment would only occur if the hardware manufacturer increases its pricing to CDW.

Product Details

	ITEM	PRICE	QTY	ITEM TOTAL
	ACROBAT SIGN SOLUTIONS BUSINESS MFG # 30001689CBT4A12R CDW # 8356195 Contract: Pennsylvania AEPA-026D K-12 (#026-D/A-0260-D1)	$1.14	11000	**$12,540.00**
			Subtotal	$12,540.00
			Shipping	$0.00
			Contract Fee	$0.00
			Recycle Fee	$0.00
			Product Total	**$12,540.00**

Delivery Details

Delivery Address
BENSALEM TOWNSHIP SCHOOL DST,
Robert Hood
3000 DONALLEN DR , Bensalem, PA 19020-1898

Delivery Method
Electronic Drop Ship

Billing Details

Billing Address
BENSALEM TOWNSHIP SCHOOL DST
ACCTS PAYABLE
3000 DONALLEN DR
Bensalem, PA 19020-1898
US

Payment Terms
NET 30 Days-Govt/Ed

Please remit payment to

CDW Government LLC
75 Remittance Dr Ste 1515
Chicago, IL 60675-1515

Need Help? Contact Your Account Manager
Raj Jhala
raj.jhala@cdw.com

Help Center

About Us | Privacy Policy
Copyright © 2007 - 2026 CDW. All Rights Reserved.

Terms and Conditions

This order is subject to CDW's Terms and Conditions of Sales and Service Projects found here.

Bensalem Township School District
3000 Donallen Drive
Bensalem, PA 19020

Contract Information Summary

1. **Counter Party to Contract/Agreement:** CDW-G/Adobe Inc.
2. **Person Recommending Approval:** Bob Hood - on behalf of SPED/Business Dept.
3. **Contract Amount** $12,540.00 - ($1.14 per Transaction x 11,000)
4. **Person Responsible for Administering Contract including maintaining current Clearances, current Certificates of Insurance, monitoring Autorenewal dates, payment approvals and all counter party responsibilities to the District:**
5. IT & SPED/Business
6. **District Contract Administrator** Bob Hood (Receives Renewals)
7. **Position with the District:** System Administrator
8. **Was the Contract reviewed by the District Solicitor? Yes or No.** No
9. **Start Date of the Agreement:** Oct. 1, 2026
10. **End Date of the Agreement:** Sept. 31, 2027
11. **Autorenewal, Yes or No:** No (New renewal quote received prior to renewal date)
12. **Number of Days' Notice to Terminate if Autorenewal:** 30 - (prior transaction history can be lost if not completed by renewal date)
13. **Funding (Account Code):** _____
14. **Board Approval Date:** _____

Any questions regarding this form, please contact the business office Purchasing Department. All forms must be submitted to Diane Litwin prior to Board approval.

Bensalem Township School District
3000 Donallen Drive
Bensalem, PA 19020

Contract Information Summary

1. **Counter Party to Contract/Agreement:** CDW-G/Adobe Inc.
2. **Person Recommending Approval:** Bob Hood - on behalf of SPED/Business Dept.
3. **Contract Amount** $12,540.00 - ($1.14 per Transaction x 11,000)
4. **Person Responsible for Administering Contract including maintaining current Clearances, current Certificates of Insurance, monitoring Autorenewal dates, payment approvals and all counter party responsibilities to the District:**
5. IT (Receives quote and manages licenses) For SPED/Business
6. **District Contract Administrator** Bob Hood (Receives Renewals)
7. **Position with the District:** System Administrator
8. **Was the Contract reviewed by the District Solicitor? Yes or No.** No
9. **Start Date of the Agreement:** Oct. 1, 2026
10. **End Date of the Agreement:** Sept. 31, 2027
11. **Autorenewal, Yes or No:** No (New renewal quote received prior to renewal date)
12. **Number of Days' Notice to Terminate if Autorenewal:** 30 - (prior transaction history can be lost if not completed by renewal date)
13. **Funding (Account Code):** _____
14. **Board Approval Date:** _____

Any questions regarding this form, please contact the business office Purchasing Department. All forms must be submitted to Diane Litwin prior to Board approval.

NEW HIRES **Board Meeting 09/23/2026**

NAME	POSITION	CERTIFICATION	BLDG.	RATE	EFFECTIVE DATE
Barry, John	Teaching Assistant	N/A	Cornwells	$22.83/hr.	08/27/26
Calviello, Glenn	Sub Bus Aide	N/A	VMC	$15.00/hr.	08/27/26
Cunningham, Patricia	Sub Bus Aide	N/A	VMC	$15.00/hr.	08/27/26
Demuro, Patricia	Teaching Assistant	N/A	BHS	$22.83/hr.	08/27/26
Eppler, William	Sub Bus Aide	N/A	VMC	$15.00/hr.	08/28/26
Harris, Chandria	Teaching Assistant	N/A	Snyder	$22.83/hr.	08/27/26
Liu, Cayla	LTS Teacher, Kindergarten	Instructional I Grades PK-4 (2825)	Cornwells	$289.43/day (B/01)	09/14/26
Logan, Aaron	Teaching Assistant	N/A	Valley	$22.83/hr.	08/27/26
Mullica, Dennis	Asst. Girls Soccer Coach	N/A	BHS	$282.09/Unit (6 Units)	08/28/26
Ramirez, Jocelyn	Personal Care Assistant	N/A	Valley	$20.56/hr.	08/27/26
Valentine, Marissa	Teaching Assistant	N/A	Cornwells	$22.83/hr.	09/09/26

CLASSIFICATION CHANGES **BOARD MEETING 09/23/2026**

NAME	FROM BLDG.	TO BLDG.	CERTIFICATION	RATE	EFFECTIVE DATE
Broderick, Kathleen	Sub Secretary/DW	PT Secretary/Belmont	N/A	$20.05/hr.	08/19/26
Drennen, Sheron	PT Mailroom Secretary/DO	Confidential Secretary-Human Resources/DO	N/A	$73,506.89/yr. (pro-rated)	09/08/26
Lopez, Rita	Bus Driver/VMC	Sub Bus Driver/VMC	N/A	$25.90/hr.	09/03/26
Stainer, Caitlin	Sub Van Driver/VMC	Sub Van-Bus Driver/VMC	N/A	$25.22/hr.	08/31/26

	NAME	POSITION	SCHOOL/BLDG.	EFFECTIVE DATE	COMMENTS
	Cacchio, Angela	Teacher, English	Shafer	08/26/26 - 02/26/27	Self Intermittent Leave, Non-FMLA
	Cacchio, Angela	Teacher, English	Shafer	08/26/26 - 02/26/27	Family Intermittent Leave, Non-FMLA
**	Chaykowski, Michael	Bus Driver	VMC	08/24/26 - 11/09/26	Medical Leave, Non-FMLA
*	Davis, Bridgette	Nurse Assistant	Struble	08/25/26 - 10/05/26	Medical Leave/Intermittent, Non-FMLA; Spouse
	Flail, Lauren	Teacher, Grade 3	Struble	11/23/26 - 01/26/27	Child Rearing Leave, Original Request
	Flail, Lauren	Teacher, Grade 3	Struble	01/27/27 - 06/11/27	Child Rearing Leave, First Extension
	Ingram, Gene	Bus Driver	VMC	08/31/26 - 11/30/26	Medical Leave, Non-FMLA
	Maier, Dawn	Van Driver	VMC	09/02/26 - 11/23/26	Medical Leave, Non-FMLA; Extention

* Added after the Personnel Committee Meeting

** End date updated after the Personnel Committee Meeting

RESIGNATIONS **BOARD MEETING 09/23/2026**

	NAME	POSITION	SCHOOL/BLDG.	ACTION	EFFECTIVE DATE	COMMENTS
	David, Jennifer	Teacher, Librarian	Belmont	Resignation	10/15/26	
	Devery, Jaime	Teaching Assistant	Faust	Resignation	08/21/26	
	Dydak, Samantha	Teaching Assistant	Rush	Resignation	08/31/26	
*	Folino, Gia	Teaching Assistant	Struble	Resignation	09/21/26	
	Hrabyk, Marianna	PCA	Cornwells	Termination	09/01/26	Ineligible for Employment
	Johnson, Amanee	PCA	Valley	Termination	08/31/26	Job Abandonment
*	Lancelotti, Gianna	Teaching Assistant	Cornwells	Resignation	09/11/26	
	Morris, Victor	PT General Worker	BHS	Resignation	06/30/26	
	Shore, Keith	Bus Driver	VMC	Termination	08/31/26	Job Abandonment

* Added after the Personnel Committee Meeting

NAME	ACTIVITY/SPORT	AMOUNT
Potok, Lisa	Grade 7-8 Learning Support/Progress Monitoring Coordinator	$3,030
Boyle, Ashley	K-6 AS/Social Skills Coordinator	$3,030
Monaghan, Kristi	7-12 Autistic Support/Social Skills Coordinator	$3,030
Silber, Christina	K-12 Gifted & Talented Coordinator	$3,030
Trotta, David	K-12 Software/ Learning Support Coordinator	$3,030
Blaszczyk, Nicole	7-12 Learning Support Coordinator	$3,030
Cummiskey, Julia	K-6 Autistic Support Coordinator	$3,030
Cohen, Elisa	K-12 Reading/Wilson Coordinator	$3,030
Mikulski, Sharon	K-22 year old Life Skills Coordinator	$3,030
Lehman, Jamie	K-8 Intensive Learning Support Coordinator	$3,030
McManus, Stephanie	K-12 Intensive Autistic Support Coordinator	$3,030
McLaughlin, Kathleen	K-12 Nursing Coordinator	$3,030
Weiswasser, Jacqueline	K-12 School Counselor Coordinator (Split)	$3,030
White-Elker, Jessica	K-12 School Counselor Coordinator (Split)	$3,030
Colacicco, Crystal	K-6 Learning Support Coordinator	$3,030

BENSALEM TOWNSHIP SCHOOL DISTRICT
BENSALEM, PA 19020
JOB DESCRIPTION

POSITION TITLE:
Payroll/Office Manager

REPORTS TO:
The Payroll/Office Manager is directly responsible to the Director of Business Operations.

POSITION GOAL:
Administer**s** the business affairs of the District that provide**s** the best possible educational services with available resources.

GENERAL QUALIFICATIONS:
To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Possess appropriate level of education and experience to perform the essential duties relative to the position.
- Ability to comprehend, analyze and interpret general business periodicals, professional journals, technical procedures, governmental regulations, safety manuals and job-related publications. Generate**s** routine reports and correspondence pertinent to the essential job duties.
- Ability to communicate and to demonstrate interpersonal skills effectively in dealing with students, staff, parents, community members, and educational agencies as related to performance of the duties of the position.
- Ability to perform mathematical operations and to apply mechanical skills and technical skills to accomplish the essential duties of the position.
- Ability to interpret and to carry out instructions furnished in written, oral, diagram, or schedule form.
- Ability to perform routine tasks cooperatively and to adjust to interruptions, variables, or changes in standardized situations.

SPECIFIC QUALIFICATIONS:
1. Bachelors Degree in accounting preferred and/or ten years experience in fund accounting in a Pennsylvania public school district.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Supervises the following positions:
    - Payroll Clerks
    - Purchasing Agent
    - Purchasing/Accounting Clerks

2. Establishes and supervises a program of accounting and reporting for the financial affairs of the District.
3. Assists the Director of Business Operations in the real estate tax collection for the District.
4. Works with the Director of Business Operations and the Accounting Supervisor in the maintenance of all financial records for Federal Programs.
5. Supervises the completion of applications for State and Federal Funds.
6. Coordinates the software and reporting needs for business affairs.
7. Assists the Director of Business Operations in the preparation of financial reports as required by State and Federal Programs.
8. Uses computer and software application skills in performance of duties.
9. Coordinates on-site auditing projects conducted by independent and state auditors.
10. Manage, report & submit payments for 403b and 457 plan contribution.
11. Report and submit all taxes to the Federal, State, and Local Governments.
12. Complete accounting journal entries as needed.
13. Complete all necessary reports to respond to RTK requests.
14. Complete all payroll/benefits schedules & backup for auditors.
15. Manage and track payroll deductions
16. Run and complete payrolls following Board Approved Annual Schedule of Earning Periods and Pay Periods.
17. Report, submit payments, and complete reconciliations for PSERS Employee and Employer Contributions.
18. Handle PSERS inquiries regarding employee time of service and process all PSERS purchase of service requests.
19. Report and submit payments for unemployment compensation.
20. Complete various US Department of Labor Surveys for Payroll and Tax Information.
21. Develop thorough understanding of all district employment contracts for accurate processing of payroll.
22. Full working knowledge and understanding of Time Clock Software.
23. Backup Accounting Supervisor in approving and processing accounts payable checks.
24. Have complete working knowledge of the payroll system and be able to supervise all related activities.
25. Performs other related duties as may be assigned or necessary for an efficient operation.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

In order to perform the essential duties and responsibilities of this position, the employee is routinely required to sit, stand, walk, talk and hear. In addition, the individual must possess good vision and be able to use their hands to perform daily tasks and/or operate a computer, telephone, and other office equipment. Occasionally, there is a requirement to be able to lift and/or move up to 25 pounds.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate.

NOTE: Qualified candidates/incumbents must be able to perform the essential duties and responsibilities with or without reasonable accommodations. As required under the Americans with Disabilities Act (ADA), reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions or duties. It is the responsibility of the incumbent in the position or the candidate once offered the position to inform the Bensalem Township School District Human Resources Director of any and all reasonable accommodations that may be required. Candidates who need accommodation to complete the application process must inform the Human Resources Director of their need.

Verification:
The undersigned have reviewed and concur with the information contained in this position description.

Candidate/Position Holder's Signature: _____ Date: _____

Printed name: _____

Supervisor's Signature: _____ Date: _____

Date Adopted: February, 1996

Date Revised: September, 2026

The Bensalem Township School District is an Equal Opportunity Employment, Educational and Service Organization.

Redline Comparison

Generated 8/12/2026

Original (From): 124 — Summer School · v1.1 (Active)

Compared (To): 124 — Alternative Instruction · UR-v1.2 (Under Review)

Red strikethrough = removed from Original. Green = added in Compared.

Legend: Insertion · ~~Deletion~~ · Unchanged

Authority BC reviewed. PSBA policy update to include all types of alternativ instruction.

~~It is the policy of the~~The Board ~~that the district~~ may ~~conduct a summer program of remedial instruction~~grant credit toward high school graduation for ~~resident students of the district~~course work successfully completed through approved summer school, correspondence courses, distance education, online courses and ~~other students the Board may admit~~dual enrollment, in accordance with this policy.[1][2][3][4][5][6]

~~Summer school programs shall be reviewed annually by the Board.~~Delegation of Responsibility

~~In order to support a program of summer instruction, the Board~~The building principal shall ~~employ teaching~~be responsible for reviewing and ~~administrative staff; provide necessary books, materials, supplies, and equipment; and utilize schools or other facilities as required~~approving student applications for earning credit toward graduation through approved alternative instruction courses.~~[4]~~

~~Planned instruction offered in summer school may be designed~~The building principal shall determine the number of credits assigned to such a course as ~~credit or noncredit offerings~~part of the approval process before the student begins the course.~~[5]~~

Guidelines

Students ~~eligible for the district's summer school program~~ shall ~~include resident students who are eligible~~submit to the building principal a written request for ~~regular attendance in district schools~~approval of each proposed course and the number of credits sought.

~~Tuition fees established by~~The course subject must be included in the ~~Board shall~~district's planned instruction and be ~~charged~~relevant to ~~resident students~~established academic standards.[7][8]

~~With regard to transportation,~~The student shall receive the ~~Board does not accept responsibility~~same letter grade for ~~any student~~credit that is assigned by the alternative instruction course.

~~Delegation of Responsibility~~PSBA Revision 4/14 © 2015 PSBA

~~The Superintendent or designee shall be responsible for:~~

- ~~Planning the summer school curriculum.~~
- ~~Recommending appropriate staff appointments.~~
- ~~Assigning students and staff.~~
- ~~Evaluating and reporting on student progress.~~
- ~~Utilizing facilities.~~
- ~~Developing and enforcing rules for student behavior.~~

~~Guidelines for the operation of summer school shall be consistent with Board policies, and the operation of summer school shall not conflict in any way with the administration of the regular school sessions.~~

Footnotes & Legal References — 124 — Summer School

Footnotes

[1] 24 P.S. 502
palegis.us
palegis.us
Legal Reference
View source

[2] 24 P.S. 1901
palegis.us
palegis.us
Legal Reference
View source

[3] 24 P.S. 1906
palegis.us
palegis.us
Legal Reference
View source

[4] 24 P.S. 1903
palegis.us
palegis.us
Legal Reference
View source

[5] 22 PA Code 4.41
pacodeandbulletin.gov
pacodeandbulletin.gov
Legal Reference
View source

Footnotes & Legal References — 124 — Alternative Instruction

Footnotes

[1] 24 P.S. 1525
palegis.us
palegis.us
Legal Reference
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[2] 24 P.S. 1901
palegis.us
palegis.us
Legal Reference
View source

[3] 24 P.S. 1903
palegis.us
palegis.us
Legal Reference
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[4] 24 P.S. 1906
palegis.us
palegis.us
Legal Reference
View source

[5] 24 P.S. 502
palegis.us
palegis.us
Legal Reference
View source

[6] Pol. 217
Policy Reference
Open policy

[7] Pol. 102
Policy Reference
Open policy

[8] Pol. 107
Policy Reference
Open policy

Book	Policy Manual
Section	300 Employees
Title	Copy of Evaluation of Employees
Code	313
Status	draft
Adopted	January 24, 2023

Purpose

Evaluation is a continuing process in which the administrative, professional and service employees and the respective supervisors cooperatively identify strengths and weaknesses in an individual's job performance. Employee evaluations shall be used to assess and improve performance, encourage professional growth, promote positive behavior, and facilitate attainment of District goals and objectives.

Authority

The Board shall approve plans for regular, periodic evaluations of administrative, professional and service employees consistent with applicable administrative compensation plans, individual contracts, collective bargaining agreements, Board resolutions and state law and regulations.[1][2]

The Board shall be informed periodically about the results of evaluations.

Delegation of Responsibility

The Superintendent or designee shall develop plans for the evaluation of District employees to be submitted for Board approval.

The Board authorizes the Superintendent to develop a Differentiated Supervision model for professional employees in accordance with the Pennsylvania Department of Education's guidelines and in consultation with assistant administrators, supervisors, and/or principals.

The Superintendent shall ensure that evaluation plans are reviewed periodically and updated as necessary.

Evaluations shall be performed by the Superintendent or by an assistant administrator, supervisor, or principal who has supervision over the work of the employee being evaluated and is designated by the Superintendent to perform the evaluation.

Guidelines

The evaluation plan for professional employees and temporary professional employees shall utilize the appropriate state-approved rating form or an alternative rating tool approved by the Board and the Pennsylvania Department of Education.[2]

Professional employees are required to be evaluated at least once each year.

Temporary professional employees shall be evaluated by an appropriate supervisor and notified of individual progress and status at least twice each year.

Professional employees and temporary professional employees shall receive an overall performance rating of one (1) of the following:

1. Distinguished – shall be considered satisfactory.
2. Proficient – shall be considered satisfactory.

3. Needs improvement – shall be considered satisfactory, except that any subsequent overall rating of "needs improvement" issued by the District within ten (10) years of the first overall rating of "needs improvement" where the employee is in the same certification shall be considered unsatisfactory.

4. Failing – shall be considered unsatisfactory.

No professional employee or temporary professional employee shall be rated "needs improvement" or "failing" solely based upon student test scores.

No unsatisfactory rating shall be valid unless approved by the Superintendent or his/her designee.

A signed copy of the rating form shall be provided to the employee.

Professional employees and temporary professional employees who receive an overall performance rating of "needs improvement" or "failing" shall participate in a Performance Improvement Plan.

Legal

1. 24 P.S. 510
2. 24 P.S. 1108
24 P.S. 1122
22 PA Code 19.1 et seq

Last Modified by Carolyn J Riley on May 20, 2026

Redline Comparison

Generated 8/12/2026

Original (From): 314.1 — HIV Infection · v1.1 (Active)

Compared (To): 314.1 — HIV Infection · UR-v1.2 (Under Review)

Red strikethrough = removed from Original. Green = added in Compared.

Legend: Insertion · ~~Deletion~~ · Unchanged

Purpose BC Adopt policy updates as per PSBA recomendations.

The Board is committed to providing a safe, healthy environment for its students and employees~~. The purpose of~~ and adopts this policy ~~shall be~~ to safeguard the health and well-being of students and employees while protecting the rights of the individual. This policy shall apply to all administrative, professional and service staff employed by the district.

~~This policy is based on current evidence that the HIV virus is not normally transmissible by infected individuals within the school setting, except as noted in this policy.~~Definitions

~~Definitions~~AIDS - Acquired Immune Deficiency Syndrome.[1]

HIV ~~— Refers~~Infection - refers to the disease caused by the HIV or human immunodeficiency virus.

~~AIDS~~Infected employee - ~~Acquired Immune Deficiency Syndrome~~refers to district employees diagnosed as having the HIV virus, including those who are asymptomatic.

~~CDCP — United States Public Health Service Center for Disease Control and Prevention.~~Authority

~~Infected employee — Refers~~The Board directs that the established Board policies and procedures and administrative regulations relative to illnesses among district employees ~~diagnosed as having the HIV virus, including those who are asymptomatic~~shall also apply to infected employees.[2][3][4][5]

~~Authority~~The Board shall not require routine screening tests for HIV Infection in the school setting, nor will such tests be a condition for employment.

~~This policy shall apply to all employees in all programs conducted by the school district.~~ ~~[1]~~Delegation of Responsibility

The ~~Board directs that the established district policies and procedures that relate to illnesses among employees~~Superintendent or designee shall ~~also apply to~~be responsible for developing and releasing information concerning infected employees.

~~The Board~~All district employees shall maintain a respectful working climate and shall not ~~require routine screening tests for HIV infection~~participate in ~~the school setting~~physical or verbal harassment of any individual or group, ~~nor will such tests be a condition for employment~~including infected employees.[~~5~~6]

~~Delegation of Responsibility~~Building principals shall notify district employees, students and parents/guardians about current Board policies concerning HIV Infection and shall provide reasonable opportunities to discuss the policy and related concerns.

~~The Superintendent~~Infected employees whose employment is interrupted or ~~designee~~terminated shall be ~~responsible as the central contact for handling~~entitled to available medical leave and ~~releasing information concerning infected~~medical disability benefits. Such employees shall be informed by the appropriate administrator of benefits, leave, and alternatives available to them through state and federal laws, Board policies, collective bargaining agreements, individual contracts and the retirement system.[7][3][4][5]

~~All district employees shall maintain a respectful working climate and shall not participate in physical or verbal harassment of any individual or group, including infected employees.~~Guidelines

~~All employees shall be required to consistently follow infection control/universal precautions in all settings and at all times. Employees shall notify the school nurse of all incidents of exposure to bodily fluids.~~Confidentiality

~~Building administrators shall notify district~~District employees~~, students and parents/guardians about current Board policies concerning HIV infection and~~ with knowledge of an infected employee's condition shall ~~provide reasonable opportunities to discuss~~not disclose that information without prior written consent of the ~~policy and related concerns~~employee, consistent with the requirements of the Pennsylvania Confidentiality of HIV-Related Information Act.[8]

~~The Superintendent or designee shall report periodically to the Board regarding the effectiveness of this policy and shall make recommendations for revision in accordance with developments in medical research and treatments.~~Infection Control

~~Guidelines~~Universal precautions shall be followed for exposure to bodily fluids. Employees shall treat all body fluids as hazardous and follow universal precautions.

~~Assignment~~The school district shall maintain reasonably accessible equipment and supplies necessary for infection control.

~~District authorities~~Employees shall ~~determine~~notify the ~~assignment~~school nurse of ~~infected employees on a case-by-case basis~~all incidents of exposure to bodily fluids.

~~A Screening Team comprised of the Superintendent or designated administrator, supervising administrator, school nurse, district physician, appropriate medical and health officials, and including the employee and attending physician shall evaluate the assignment of the infected employee. Decisions shall be based on the employee's physical condition, type of interaction with others in the performance of job functions, and risks to the infected employee and others in the school setting.~~Staff Development

~~First consideration~~The district shall ~~be given~~provide opportunities for employees to ~~maintaining the infected employee~~participate in ~~the regular assignment~~inservice education on HIV Infection. ~~Any decision for an alternative placement must be supported by specific facts and data.~~

~~The recommendation of the Screening Team shall be presented~~Designated district employees may receive additional, specialized training appropriate to ~~the Board by the Superintendent. The Board shall approve all assignments~~their positions and ~~medical leaves of absences for infected employees~~responsibilities.

~~Infected employees whose employment is interrupted or terminated shall be entitled to available medical leave and medical disability benefits. Such employees shall be informed by the appropriate administrator of benefits, leave, and alternatives available to them through state and federal laws, district policies, the collective bargaining agreement, and the retirement system.[3][4]~~

~~Confidentiality~~

~~The Superintendent or designee shall determine which school personnel will receive information about an infected employee. The number of individuals informed of an infected employee's status shall be kept to the minimum required to assure protection of the infected employee as well as the school population. Anonymity shall have high priority.[5]~~

~~All district employees have a duty to preserve the confidentiality of all information concerning an infected employee. Serious consequences shall result from a breach of confidentiality by an employee.~~

~~Information about infected employees in the district shall not be disclosed to the general public, undesignated school employees or other groups without a court order or the informed, written, signed and dated consent of the infected employee.~~

~~Infection Control~~

~~Universal precautions, as recommended by the CDCP, shall be followed for exposure to bodily fluids. Employees shall treat all body fluids as hazardous and follow universal precautions.~~

~~The school district shall maintain and keep reasonably accessible all equipment and supplies necessary for infection control.[6]~~

~~Staff Development~~

~~All district employees shall participate in a planned HIV education program.~~

~~Designated district employees shall receive additional, specialized training appropriate to their positions and responsibilities.~~

Footnotes & Legal References — 314.1 — HIV Infection

Footnotes

[1] 24 P.S. 510
palegis.us
palegis.us
Legal Reference
View source

[3] 42 U.S.C. 12101
uscode.house.gov
uscode.house.gov
Legal Reference
View source

[4] 29 U.S.C. 2601
uscode.house.gov
uscode.house.gov
Legal Reference
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[5] 35 P.S. 7601
palegis.us
palegis.us
Legal Reference
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[6] (blank)

Footnotes & Legal References — 314.1 — HIV Infection

Footnotes

[1] 35 P.S. 7603
palegis.us
palegis.us
Legal Reference
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[2] 24 P.S. 510
palegis.us
palegis.us
Legal Reference
View source

[3] Pol. 334
Policy Reference
Open policy

[4] Pol. 335
Policy Reference
Open policy

[5] Pol. 339
Policy Reference
Open policy

[6] Pol. 348
Policy Reference
Open policy

[7] Pol. 104
Policy Reference
Open policy

[8] 35 P.S. 7607
palegis.us
palegis.us
Legal Reference
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Redline Comparison

Generated 8/12/2026

Original (From): 610 — Purchases Subject to Bid/Quotation · v1.1 (Active)

Compared (To): 610 — Purchases Subject to Bid/Quotation · UR-v1.5 (Under Review)

Red strikethrough = removed from Original. Green = added in Compared.

Legend: Insertion · ~~Deletion~~ · Unchanged

Authority

It is the policy of the Board to obtain competitive bids and price quotations for products and services where such bids or quotations are required by law or may result in monetary savings to the school district.[1][2]

Guidelines

~~Supplies~~The amounts contained in this policy regarding competitive bid and price quotation requirements are subject to adjustments based on the Consumer Price Index.[1][2][3]

~~The Board shall, after due public notice advertising for competitive bids, purchase furniture, equipment, school supplies and appliances costing $20,600 or more, unless exempt by statute. The Board shall advertise once a week for three (3) weeks in not less than two (2) newspapers of general circulation.[1][2]~~Competitive Bids

~~Furniture~~When seeking competitive bids, ~~equipment, school supplies and appliances to be purchased by~~ the ~~district costing more than $11,100 but less than $20,600 may be obtained on written or telephonic quotations, unless exempt by statute. If it is not possible to obtain three (3) quotations,~~Board shall advertise once a ~~memo must be kept on file showing that fewer than~~week for three (3) ~~qualified vendors exist~~weeks in ~~the market area. The written price quotations, written records of telephonic price quotations and memoranda shall be kept on file for a period of three~~not less than two (~~3~~2) ~~years~~newspapers of general circulation.[1][2]

~~Contracts~~After due public notice advertising for competitive bids, the Board shall be authorized to:

- ~~The Board shall~~Purchase furniture, ~~after due public notice advertising for competitive bids~~equipment, ~~contract for construction, reconstruction, repairs, maintenance or work on any~~ school ~~building or property having~~supplies and appliances costing a ~~cost or value~~base amount of ~~more than~~ $~~20~~24,~~600~~500 or more, unless exempt by ~~statute~~law.[~~1~~2]
- Contract for construction, reconstruction, repairs, maintenance or work on any school building or property having a total cost or value of more than $24,500, unless exempt by law.[1]
  ~~All contracts for construction, reconstruction, repairs, maintenance or work on any school building or property, having a cost or value of more than $11,100 but not more than $20,600 may be obtained on written or telephonic quotations, unless exempt by statute. If it is not possible to obtain three (3) quotations, a memo must be kept on file showing~~

~~that fewer than three (3) qualified vendors exist in the market area. The written price quotations, written records of telephonic price quotations and memoranda shall be kept on file for a period of three (3) years.[1]~~

The Board prohibits the practice of splitting purchases to avoid advertising and bidding requirements.[1][2]

~~The Board may authorize district employees to perform construction, reconstruction, repairs or work having a cost or value of less than $11,100.[1]~~

With kind, quality and material being equal, the bid of the lowest responsible bidder meeting bid specifications shall be accepted upon resolution of the Board, unless the Board chooses to reject all bids.[1][2]

~~Vendors~~

The Board recognizes that emergencies may occur when imminent danger exists to persons or property or continuance of existing school classes is threatened, and time for bidding cannot be provided because of the need for immediate action. Bidding decisions in the event of such emergencies shall be made in accordance with existing legal requirements.[1]

~~It shall be the policy of the Board to permit responsible vendors of class rings, yearbooks, student pictures, caps and gowns, and similar items purchased by students to furnish competitive bids and quotes for the sale of such goods and services in a manner that protects the best interests of the students.~~

{_} Electronic Bidding

~~All items selected for purchase must be furnished under the rules and regulations established by the district.~~

The Board shall receive bids electronically for competitive contracts, except for construction and design services, in compliance with applicable laws and Board policy.[4][5]

~~Delegation of Responsibility~~

The district shall electronically maintain the confidentiality of the bid until the bid opening.[5]

~~Bid specifications shall be prepared by the Director of Business Operations. Bid specifications shall provide for alternates wherever possible.~~

{_} Competitive Electronic Auction Bidding

~~The Director of Business Operations shall combine like items of supply and material whenever it is feasible and permissible under statute and shall not split purchases to avoid requirements for bidding.~~

The Board shall adopt a resolution approving the use of competitive electronic auction bidding for contracts for supplies or services, but not for construction or design services.[4][6]

~~The Board Secretary or designee is authorized to advertise for bids, in accordance with statutory procedures, without prior approval of the Board; but the Board shall be informed of such action at the next meeting. Records shall be kept in sufficient detail to show that a reasonable number of qualified vendors were invited to bid.~~

An invitation for bids shall be issued and shall include:[6]

~~Bids shall be opened publicly before one (1) or more witnesses at a previously designated time and place. Contracts shall be awarded to the lowest responsible bidder upon resolution of the Board, unless the Board chooses to reject all bids.~~[~~2~~]

- Procurement description.
- ~~The Board recognizes that emergencies may occur when imminent danger exists to persons or property or continuance of existing school classes is threatened~~All contractual terms, ~~and time for bidding cannot be provided because of the need for immediate action~~when practical.[~~1~~]
- Conditions applicable to procurement, including a notice that bids will be received in an electronic auction manner.
  Public notice and advertisement of the invitation for bids shall be given in the manner required for non-electronic bidding.

  Bids shall be accepted electronically at the time and in the manner designated in the invitation for bids.

  During the auction, bidders shall be able to review their bid rank or the low bid price, and may reduce their bid prices during the auction.

  At the conclusion of the auction, the record of the bid prices received and the name of each bidder shall be open to public inspection.

  After the auction period has expired, the district shall grant in writing withdrawal of a bid when the bidder requests relief and presents credible evidence of a clerical mistake due to reasons permitted by law, within the time period established by the district.

  The contract shall be awarded within sixty (60) days of the auction by written notice to the lowest responsible bidder, or all bids may be rejected. Extensions of the award date may be made by written, mutual consent of both parties.

  Price Quotations

  Unless exempt by law, at least three (3) written or telephonic price quotations shall be requested by the Board for:[1][2]

- Furniture, equipment, school supplies and appliances costing a base amount of more than $13,200 but less than $24,500.[2]
- All contracts for construction, reconstruction, repairs, maintenance or work on any school building or property, having a total cost or value of more than $13,200 but less than $24,500.[1]
  If it is not possible to obtain three (3) quotations, a memorandum must be kept on file showing that fewer than three (3) qualified vendors exist in the market area. The written price quotations, written records of telephonic price quotations and memoranda shall be kept on file for three (3) years.

  Work Performed by District Maintenance Personnel

The Board may authorize district maintenance personnel to perform construction, reconstruction, repairs or work having a total cost or value of less than $13,200.[1]

Delegation of Responsibility

The Board may grant the Board Secretary or Purchasing Agent the authority to purchase supplies and award contracts in the amount and manner designated by applicable law.[1] [2]

NOTES:

The Department of Labor and Industry shall publish notice, in the Pennsylvania Bulletin prior to January 1 of each calendar year, of the annual percentage change and the unadjusted or final adjusted base amounts at which competitive bidding is required and written or telephonic price quotations are required, respectively, for the calendar year beginning the first day of January after publication of the notice. This policy will be adjusted annually based on the notice published in the Pennsylvania Bulletin.

Act 4 of 1974 – Withdrawal of Bids – 73 P.S. Sec. 1602

PSBA Revision 12/25 © 2025 PSBA

Footnotes & Legal References — 610 — Purchases Subject to Bid/Quotation

Footnotes

[1] 24 P.S. 751
palegis.us
palegis.us
Legal Reference
View source

[2] 24 P.S. 807.1
palegis.us
palegis.us
Legal Reference
View source

Footnotes & Legal References — 610 — Purchases Subject to Bid/Quotation

Footnotes

[1] 24 P.S. 751
palegis.us
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Legal Reference
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[2] 24 P.S. 807.1
palegis.us
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Legal Reference
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[3] 24 P.S. 120
palegis.us
palegis.us
Legal Reference
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[4] 62 Pa. C.S.A. 4602
palegis.us
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Legal Reference
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[5] 62 Pa. C.S.A. 4603
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[6] 62 Pa. C.S.A. 4604
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BOARD POLICY

103 Discrimination/Harassment Affecting Students

POLICY NUMBER	ADOPTED	REVISED	VERSION
103	1/24/2007	6/24/2025	v1.3
DOCUMENT STATUS	**WORKFLOW**	**PRINTED**	
UNDER-REVIEW	Administrative Review	9/18/2026	

Proposed addition Proposed deletion

Authority bc edits

The Board declares it to be the policy of this District to provide an equal opportunity for all students to achieve their maximum potential through the programs and activities offered in the schools without discrimination on the basis of race, color, age, religious creed, religion, sex, sexual orientation, gender identity, ancestry, national origin, marital status, pregnancy or handicap/disability.[1][2][3][4][5][6][7][8][9][10][11][12][13][14][15][16][17] **[18]**

The Board also declares it to be the policy of this District to comply with federal law and regulations under Title IX prohibiting sex-based discrimination and harassment. Inquiries regarding the application of Title IX to the District may be referred to the Title IX Coordinator, to the Office for Civil Rights of the U.S. Department of Education, or both.

The District is committed to the maintenance of a safe, positive learning environment for all students that is free from discrimination by providing all students admission, course offerings, counseling, assistance, services, employment, athletics and extracurricular activities without any form of discrimination, including Title IX sex-based discrimination or harassment. Discrimination is inconsistent with the rights of students and the educational and programmatic goals of the District and is prohibited at or in the course of District-sponsored programs or activities, including transportation to or from school or school-sponsored activities.

The District prohibits hate speech, bias-motivated conduct, and discriminatory harassment directed toward an individual or group based on actual or perceived race, color, religion, ancestry, national origin, ethnicity, sex, sexual orientation, gender identity, disability, or any other protected characteristic. Such conduct is inconsistent with the District's commitment to providing a safe, respectful, and inclusive learning environment and may result in disciplinary action.

Definitions

General Definitions

Complaint shall mean an oral or written request to the District that objectively can be understood as a request to investigate and make a determination about alleged discrimination.[19]

Complainant shall mean a student who is alleged to have been subjected to conduct that could constitute discrimination in accordance with law and this policy, or a person other than a student or employee who is alleged to have been subjected to conduct that could constitute discrimination and who was participating or attempting to participate in a District education program or activity at the time of the alleged discrimination.[19]

Pregnancy or related conditions, as defined in federal law, shall mean:[19][20]

1. Pregnancy, childbirth, termination of pregnancy, or lactation;
2. Medical conditions related to pregnancy, childbirth, termination of pregnancy, lactation; or
3. Recovery from pregnancy, childbirth, termination of pregnancy, lactation or related medical conditions.

Pregnancy, as defined in state law, shall include the use of assisted reproductive technology, the state of being in gestation, childbirth, breastfeeding, the postpartum period after childbirth and medical conditions related to pregnancy.[21]

Respondent shall mean a person who is alleged to have violated the District's prohibition on discrimination in accordance with applicable law and this policy.[19]

Retaliation shall mean intimidation, threats, coercion or discrimination against any person by the District, a student, employee or other person authorized to provide a District aid, benefit or service, for the purpose of interfering with any right or privilege under applicable law or Board policy, or because the person has reported information, made a complaint, testified, assisted, participated or refused to participate in any manner in an investigation, proceeding or hearing, including an informal resolution process or any other actions taken by the District in accordance with applicable law and this policy and procedures. This term shall not include the District requiring an employee or other individual providing a District aid, benefit or service to participate or assist with an investigation, proceeding or hearing in accordance with applicable law and this policy.[19][22]

Discrimination Other Than Title IX

Discrimination shall mean to treat individuals differently, or to harass or victimize based on a protected classification including race, color, age, religious creed, religion, sex, gender identity, sexual orientation, ancestry, national origin, marital status, pregnancy, or handicap/disability.

Harassment is a form of discrimination based on the protected classifications listed in this policy consisting of unwelcome conduct such as graphic, written, electronic, verbal or nonverbal acts including offensive jokes, slurs, epithets and name-calling, ridicule or mockery, insults or put-downs, offensive objects or pictures, physical assaults or threats, intimidation, or other conduct that may be harmful or humiliating or interfere with a person's school or school-related performance when such conduct is:

1. Sufficiently severe, persistent or pervasive; and

2. A reasonable person in the complainant's position would find that it creates an intimidating, threatening or abusive educational environment such that it deprives or adversely interferes with or limits an individual or group of the ability to participate in or benefit from the services, activities or opportunities offered by a school.

Religious creed includes all aspects of religious observance, practice or belief.[23]

Religious beliefs include:[21]

1. Moral or ethical beliefs as to what is right and wrong which are sincerely held with the strength of traditional religious views.
2. The beliefs a complainant professes without regard to whether a religious group espouses these beliefs.

Race includes all of the following:[21][24]

1. Ancestry, national origin or ethnic characteristics.
2. Interracial marriage or association.
3. Traits associated with race, which includes but is not limited to, hair texture and protective hairstyles, such as braids, locks and twists.
4. Hispanic ancestry, national origin or ethnic characteristics.
5. Persons of any other national origin or ancestry as specified by a complainant or in a complaint.

Sex includes:[21][25]

1. Pregnancy.
2. Sex assigned at birth.
3. Gender, including a person's gender identity or gender expression. Gender identity or expression may be demonstrated by consistent and uniform assertion of the gender identity or any other evidence that the gender identity is part of a person's core identity.
4. Affectional or sexual orientation, including heterosexuality, homosexuality, bisexuality and asexuality.
5. Differences of sex development, variations of sex characteristics or other intersex characteristics.

Definitions Related to Title IX

Title IX sex-based discrimination includes discrimination on the basis of sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation and gender identity. [19][26][27]

Title IX sex-based harassment is a form of sex discrimination and means sexual harassment and other harassment on the basis of sex, including:[19]

1. ***Quid pro quo harassment –*** a District employee or other person authorized to provide a District aid, benefit or service explicitly or impliedly conditioning the provision of a District aid, benefit or service on an individual's participation in unwelcome sexual conduct.

2. ***Hostile environment harassment -*** unwelcome sex-based conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person's ability to participate in or benefit from a District education program or activity. Determination of whether a hostile environment has been created is a fact-specific inquiry that includes consideration of factors, including but not limited to:

    a. The degree to which the conduct affected the complainant's ability to access the District's education program or activity;

    b. The type, frequency and duration of the conduct;

    c. The complainant's and respondent's ages, roles in the District education program or activity, previous interactions and other relevant factors;

    d. The location and context in which the conduct occurred; and

    e. Other sex-based harassment in the District's education program or activity.

3. Sexual assault, dating violence, domestic violence or stalking.

    a. ***Dating violence*** means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship is determined by the following factors:[28]

        i. Length of relationship.

        ii. Type of relationship.

        iii. Frequency of interaction between the persons involved in the relationship.

    b. ***Domestic violence*** includes felony or misdemeanor crimes committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving federal funding, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.[28]

    c. ***Sexual assault*** means a sexual offense under state or federal law that is classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.[29]

    d. ***Stalking***, under Title IX means stalking on the basis of sex, for example when the stalker desires to date a victim. Stalking means to engage in a course of conduct directed at a specific person that would cause a reasonable person to either:[28]

        i. Fear for their safety or the safety of others.

        ii. Suffer substantial emotional distress.

Such conduct must have taken place during a District education program or activity and against a person in the United States to qualify as sex-based discrimination or harassment under Title IX. This includes conduct that is subject to the District's disciplinary authority. An **education program or activity** includes, but is not limited to, academic, extracurricular, research, occupational training and other education programs or activities of the District. The District is obligated to address a sex-based hostile environment in a District education program or activity, even when some conduct is outside the District's program or activity, or outside of the United States.[27][30][31][32]

Parent/Guardian, for the purposes of this policy and Title IX, shall mean the status of a person who with respect to another person who is under the age of eighteen (18) or who is eighteen (18) or older but is incapable of self-care because of a physical or mental disability, is:[19]

1. A biological parent;
2. An adoptive parent;
3. A foster parent;
4. A stepparent;
5. A legal custodian or guardian;
6. In loco parentis with respect to such person; or
7. Actively seeking legal custody, guardianship, visitation or adoption of such a person.

Supportive measures shall mean nondisciplinary, nonpunitive individualized services offered as appropriate, as reasonably available, without unreasonably burdening a complainant or respondent and without fee or charge to the complainant or the respondent, in order to:[19][31]

1. Restore or preserve access to the District's education program or activity, including measures designed to protect the safety of the individuals or the District's educational environment; or
2. Provide support during the grievance procedures or during an informal resolution process.

Supportive measures may include, but are not limited to:[31]

1. Counseling.
2. Extensions of deadlines or other course-related adjustments.

3. Modifications of work or class schedules.
4. Campus escort services.
5. Restrictions on contact applied to one or more parties.
6. Changes in class, work, housing or extracurricular or other activities.
7. Leaves of absence.
8. Increased security.
9. Monitoring of certain areas of the campus.
10. Training and education programs related to sex-based harassment.
11. Assistance from domestic violence or rape crisis programs.
12. Assistance from community health resources, including counseling resources.

Supportive measures may also include assessments or evaluations to determine eligibility for special education or related services, or the need to review an Individualized Education Program (IEP) or Section 504 Service Agreement based on a student's behavior. This could include, but is not limited to, a manifestation determination or functional behavioral assessment (FBA), in accordance with applicable law, regulations and Board policy. The Title IX Coordinator shall consult with the Director of Special Education in the implementation of supportive measures for students with an IEP or Section 504 Service Agreement. **[18]** [31] **[33]** **[34]** **[35]** **[36]**

Delegation of Responsibility

In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the Assistant to the Superintendent for Special Services as the District's Compliance Officer and Title IX Coordinator. The Compliance Officer/Title IX Coordinator can be contacted at:[37]

Address: 3000 Donallen Drive, Bensalem PA 19020
Email: bcohen@bensalemsd.org
Phone Number: 215-750-2800

The Compliance Officer/Title IX Coordinator shall fulfill designated responsibilities to ensure adequate nondiscrimination procedures are in place, to recommend new procedures or modifications to procedures, to monitor and address barriers to reporting and to monitor the implementation of the District's nondiscrimination procedures in the following areas, as appropriate:[31]

1. Curriculum and Materials – Review of curriculum guides, textbooks and supplemental materials for discriminatory bias.

2. Counseling and Classes – Review of counseling and appraisal materials and access to classes and programs for stereotyping, bias and discrimination. If the District identifies that particular classes or courses contain a disproportionate number of individuals of one (1) sex, the District shall conduct a review to determine that the disproportion is not based on discriminatory practices.[38]

3. Training – Provide training for students and staff to prevent, identify and alleviate conduct which may constitute discrimination or harassment.

4. Resources – Maintain and provide information to staff on resources available to complainants in addition to the school complaint procedure or Title IX procedures, such as making reports to law enforcement, and available supportive measures such as assistance from domestic violence or rape crisis programs and community health resources, including counseling resources.

5. Student Access – Review of programs, activities, facilities and practices to ensure that all students have equal access and are not segregated except when permissible by law or regulation.[27][38][39]

6. District Support – Assure that like aspects of the school programs and activities receive like support as to staffing and compensation, facilities, equipment and related areas.[40][41]**[42]**

7. Student Evaluation – Review of assessments, procedures and standards of measurement for stereotyping and discrimination.[43]

8. Reports/Complaints – Monitor and provide technical assistance to individuals involved in managing reports and complaints.

Guidelines

When District programs and activities include separation on the basis of sex, in accordance with law and regulations, including but not limited to separate restroom or changing facilities or separate health and physical fitness activities, the District shall not implement such programs or activities in a manner that discriminates on the basis of sex, including an individual's gender identity.[27][39]

Violations of this policy, including acts of retaliation as defined in this policy, or knowingly providing false information, may result in disciplinary consequences under applicable Board policy and procedures, and in accordance with applicable law and regulations.[32] **[34]** **[44]** **[45]** **[46]**

The Board requires a notice stating that the District does not discriminate in any manner, including Title IX sex-based discrimination and harassment, in any District education program or activity, to be issued to all students, parents/guardians or other legal representatives of students, employees, applicants for employment or admission, and all unions or professional organizations holding collective bargaining or professional agreements with the District. All discrimination notices and information shall include the name or title, office address, phone number and email address of the individual(s) designated as the Compliance Officer/Title IX Coordinator. The District's notice shall provide information on the location of the Board policy and complaint or grievance procedures, how to report information about conduct prohibited by this policy and how to file a complaint.[37]

The Board directs that this notice be included in each student and staff handbook, on the District website, and in each catalog, announcement, bulletin and application form for students. An abbreviated statement of the District's prohibition of discrimination, that individuals may report concerns to the Compliance Officer/Title IX Coordinator and location of the full notice on the District website may be published when necessary due to size or format of publications.[37]

A copy of this policy and related attachments shall also be posted to the District's website.

Reports of Title IX Sex-Based Discrimination or Harassment and Other Discrimination and Retaliation

The Board encourages students and third parties who believe they or others have been subject to Title IX sex-based discrimination or harassment, other discrimination or retaliation to promptly report such incidents to the building principal or Compliance Officer/Title IX Coordinator, even if some elements of the related incident took place or originated away from school grounds, education programs or activities, or school conveyances. A person who is not an intended victim or target of discrimination but is adversely affected by the conduct may file a report of discrimination.

The student's parents/guardians or any other person with knowledge of conduct that may violate this policy is encouraged to immediately report the matter to the building principal or Compliance Officer/Title IX Coordinator.

A school employee who suspects or is notified that a student may have been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the Compliance Officer/Title IX Coordinator, as well as properly making any mandatory law enforcement or child protective services reports required by law.[31] **[47]** **[48]**

If the Compliance Officer/Title IX Coordinator is the subject of a complaint, the student, third party, building principal or a reporting employee shall report the incident directly to the Superintendent or designee.

The complainant or the individual making the report may use the Discrimination/Harassment/Bullying/Hazing/Dating Violence/Retaliation Report Form attached to this policy for purposes of reporting an incident or incidents in writing; however, oral reports of an incident or incidents shall be accepted, documented and the procedures of this policy and the relevant attachments followed.

The building principal shall promptly notify the Compliance Officer/Title IX Coordinator of all reports of discrimination, Title IX sex-based discrimination and harassment or retaliation. The Compliance Officer/Title IX Coordinator shall promptly contact the complainant regarding the report to gather additional information as necessary, and to discuss the availability of supportive measures. The Compliance Officer/Title IX Coordinator shall consider the complainant's wishes with respect to supportive measures and reasonable safety concerns. [31]

The Compliance Officer/Title IX Coordinator shall conduct an assessment to determine whether the reported conduct meets the definition of Title IX sex-based discrimination or harassment and the appropriate procedures to address the conduct in accordance with this

Board policy and procedures, or other Board policies.[31]

If the Compliance Officer/Title IX Coordinator reasonably determines that the conduct may constitute sex-based discrimination or harassment, the Compliance Officer/Title IX Coordinator shall take the following steps under Title IX and this Board policy and procedures:[31]

1. Treat the complainant and respondent equitably.
2. Offer and coordinate supportive measures, as appropriate, for the complainant and respondent.
3. Notify the complainant or individual who reported the conduct of the grievance procedures and informal resolution process, if available and appropriate.
4. If a complaint is made, notify the respondent of the grievance procedures and, if applicable, the informal resolution process.
5. Initiate the grievance procedures or informal resolution process, if available and appropriate.
6. In the absence of a complaint or withdrawal of any or all allegations in a complaint, and in the absence or termination of an informal resolution process, determine whether to initiate a complaint under the grievance procedures, in accordance with law, regulations and the grievance procedures.
7. If initiating a complaint under the grievance procedures, notify the complainant prior to doing so and appropriately address reasonable concerns about the complainant's safety and the safety of others, including by providing supportive measures.
8. Take other prompt and effective steps to ensure that sex-based discrimination and harassment does not continue or recur within the District's education programs or activities.

Disciplinary Procedures When Reports Allege Title IX Sex-Based Discrimination or Harassment

When a report alleges Title IX sex-based discrimination or harassment, disciplinary sanctions may not be imposed until the completion of the grievance procedures. The District shall presume that the respondent is not responsible for the alleged conduct until a determination has been made at the completion of the grievance procedures.[32]

When an emergency removal, as described in the grievance procedures, is warranted to address an imminent and serious threat to the physical health or safety of an individual, and it is not feasible to continue educational services remotely or in an alternative setting, the normal procedures for suspension and expulsion shall be conducted to accomplish the removal, including specific provisions to address a student with a disability where applicable. The District shall provide the respondent with notice and an opportunity to challenge the emergency removal immediately following the removal.[31] **[34] [35] [36] [45]**

When an emergency removal is not required, disciplinary sanctions shall be considered in the course of the Title IX grievance procedures. Following the issuance of the determination and any applicable appeal, any disciplinary action specified in the determination or appeal decision shall be implemented in accordance with the normal procedures for suspensions, expulsions or other disciplinary actions, including specific provisions to address a student with a disability where applicable. **[34] [35] [44] [45]**

Discipline/Placement of Student Convicted or Adjudicated of Sexual Assault

Upon notification of a conviction or adjudication of a student in this District for sexual assault against another student enrolled in this District, the District shall comply with the disciplinary or placement requirements established by state law and Board policy.[49] **[50]**

Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a report and the investigation related to any form of discrimination or retaliation, including Title IX sex-based discrimination or harassment, shall be handled in accordance with applicable law, regulations, Board policy and procedures, and the District's legal and investigative obligations to carry out the grievance procedures.[22][32][51][52]

The District shall not disclose personally identifiable information except in the following circumstances:[31][51][52] **[53] [54]**

1. When the District has obtained prior written consent in accordance with law.

2. When the information is disclosed to a parent/guardian as defined in this policy or other authorized legal representative with the legal right to receive disclosures on behalf of the individual.

3. To carry out the requirements of this policy and the accompanying procedures.

4. As required or permitted by applicable law or regulations or the requirements of grant funding.

Retaliation

The Board prohibits retaliation, including peer retaliation between students, by the District or any other person against any person for:[19][22]

1. Reporting or making a complaint of conduct that may constitute discrimination or retaliation, including Title IX sex-based discrimination or harassment.

2. Testifying, assisting, participating or refusing to participate in a related investigation, process or other proceeding or hearing.

3. Acting in opposition to practices the person reasonably believes to be discriminatory.

The District, its employees and others are prohibited from intimidating, threatening, coercing or discriminating against anyone for actions described above. Individuals are encouraged to contact the Title IX Coordinator immediately if retaliation is believed to have occurred. The District shall respond to reports of retaliation by initiating the appropriate procedures in accordance with applicable law, regulations and this Board policy. Retaliation that falls under Title IX shall be addressed through the grievance procedures or, as appropriate, through the informal resolution process.[22]

Title IX Sex-Based Discrimination and Harassment Training Requirements

The District shall provide training annually to all school employees on:[37]

1. The District's obligation to address sex-based discrimination and harassment in District education programs and activities.

2. The scope of conduct that constitutes sex-based discrimination and harassment, as defined in the law and this policy.

3. Staff responsibility to provide the Compliance Officer/Title IX Coordinator's contact information to students or parents/guardians and to notify the Compliance Officer/Title IX Coordinator regarding conduct that may constitute sex-based discrimination or harassment, in accordance with this Board policy and procedures.

The Compliance Officer/Title IX Coordinator, investigators, decision-makers, any staff responsible to implement grievance procedures related to Title IX sex-based discrimination or harassment and any staff authorized to modify or terminate supportive measures shall receive the following training annually, as required or appropriate to their specific role:[37]

1. The District's obligations under Title IX, including definitions of sex-based discrimination and harassment.

2. The grievance procedures used to address Title IX complaints.

3. How to conduct an investigation, including examination of evidence, drafting reports and determinations, and handling appeals, as applicable.

4. How to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest and bias.

5. Issues of relevance in relation to questions and evidence, and the types of evidence that are impermissible regardless of relevance.

6. How to address complaints when the alleged conduct does not qualify as Title IX sex-based discrimination or harassment but could be addressed under another complaint process or Board policy.

Staff designated to facilitate the informal resolution process shall receive training annually on the rules and practices associated with the informal resolution process and how to serve impartially, including by avoiding conflicts of interest and bias.[37]

The Compliance Officer/Title IX Coordinator and designees shall receive the following training annually, in addition to all other training required by Title IX and this policy:[37]

1. Specific responsibilities of the Compliance Officer/Title IX Coordinator, in accordance with law and Board policy and procedures.
2. The District's recordkeeping system and requirements for recordkeeping in accordance with Title IX and Board policy and administrative regulations. [53] [54] [55] [56]
3. Any other training required to coordinate the District's compliance with Title IX and other applicable laws, regulations and Board policy.

All training materials shall be retained for at least seven (7) years and must be made available for inspection upon request from a member of the public.[37] [56] [57]

Disciplinary Consequences

A student whose conduct is determined to be in violation of this policy, including a determination of sex-based harassment, shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include but is not limited to: [34] [44] [45]

1. Loss of school privileges.
2. Permanent transfer to another school building, classroom or school bus.
3. Exclusion from school-sponsored and extracurricular activities.
4. Detention.
5. Suspension.
6. Expulsion.
7. Referral to law enforcement officials.

An employee who violates this policy, including a determination of sex-based harassment, shall be subject to appropriate disciplinary action consistent with the applicable Board policy, collective bargaining agreement and individual contract, up to and including dismissal and/or referral to law enforcement officials. [46] [58]

Handling of Reports

All reports of discrimination or Title IX sex-based discrimination or harassment shall be handled in accordance with the Grievance Procedures attached to this policy.[32]

Legal Footnotes

[1] 24 P.S. 1301
LEGAL REFERENCE

[2] 24 P.S. 1310
LEGAL REFERENCE

[3] 24 P.S. 1601-C
LEGAL REFERENCE

[4] 22 PA Code 4.4
LEGAL REFERENCE

[5] 22 PA Code 12.1
LEGAL REFERENCE

[6] 22 PA Code 12.4
LEGAL REFERENCE

[7] 22 PA Code 15.1
LEGAL REFERENCE

[8] 24 P.S. 5004
LEGAL REFERENCE

[9] 43 P.S. 951
LEGAL REFERENCE

[10] 16 PA Code 41.201
LEGAL REFERENCE

[11] 20 U.S.C. 1681
LEGAL REFERENCE

[12] 34 CFR Part 106
LEGAL REFERENCE

[13] 29 U.S.C. 794
LEGAL REFERENCE

[14] 42 U.S.C. 1981
LEGAL REFERENCE

[15] 42 U.S.C. 2000d
LEGAL REFERENCE

[16] 42 U.S.C. 12101
LEGAL REFERENCE

[17] U.S. Const. Amend. XIV, Equal Protection Clause
LEGAL REFERENCE

[18] Pol. 103.1 — Nondiscrimination - Qualified Students with Disabilities
POLICY REFERENCE

[19] 34 CFR 106.2
LEGAL REFERENCE

[20] Pol. 234 — Pregnant/Parenting/Married Students
POLICY REFERENCE

[21] 16 PA Code 41.204
LEGAL REFERENCE

[22] 34 CFR 106.71
LEGAL REFERENCE

[23] 16 PA Code 41.205
LEGAL REFERENCE

[24] 16 PA Code 41.207
LEGAL REFERENCE

[25] 16 PA Code 41.206
LEGAL REFERENCE

[26] 34 CFR 106.10
LEGAL REFERENCE

[27] 34 CFR 106.31
LEGAL REFERENCE

[28] 34 U.S.C. 12291
LEGAL REFERENCE

[29] 20 U.S.C. 1092
LEGAL REFERENCE

[30] 34 CFR 106.11
LEGAL REFERENCE

[31] 34 CFR 106.44
LEGAL REFERENCE

[32] 34 CFR 106.45
LEGAL REFERENCE

[33] Pol. 113 — Special Education
POLICY REFERENCE

[34] Pol. 113.1 — Discipline of Students With Disabilities
POLICY REFERENCE

[35] Pol. 113.2 — Behavior Support
POLICY REFERENCE

[36] Pol. 113.4 — Special Education Evaluations and Independent Educational Evaluations at Public Expense
POLICY REFERENCE

[37] 34 CFR 106.8
LEGAL REFERENCE

[38] 34 CFR 106.34-106.36
LEGAL REFERENCE

[39] 34 CFR 106.41
LEGAL REFERENCE

[40] 34 CFR 106.33
LEGAL REFERENCE

[41] 34 CFR 106.37
LEGAL REFERENCE

[42] Pol. 150 — Title I - Comparability of Services
POLICY REFERENCE

[43] 34 CFR 106.43
LEGAL REFERENCE

[44] Pol. 218 — Student Discipline
POLICY REFERENCE

[45] Pol. 233 — Suspension and Expulsion
POLICY REFERENCE

[46] Pol. 317 — Conduct/Disciplinary Procedures
POLICY REFERENCE

[47] Pol. 805.1 — Relations With Law Enforcement Agencies
POLICY REFERENCE

[48] Pol. 806 — Child Abuse
POLICY REFERENCE

[49] 24 P.S. 1318.1
LEGAL REFERENCE

[50] Pol. 218.4 — Discipline of Student Convicted/Adjudicated of Sexual Assault
POLICY REFERENCE

[51] 20 U.S.C. 1232g
LEGAL REFERENCE

[52] 34 CFR Part 99
LEGAL REFERENCE

[53] Pol. 113.3 — Confidentiality of Special Education Student Information
POLICY REFERENCE

[54] Pol. 216 — Education Records
POLICY REFERENCE

[55] Pol. 324 — Personnel Files
POLICY REFERENCE

[56] Pol. 800 — Records Management
POLICY REFERENCE

[57] Pol. 801 — Public Records
POLICY REFERENCE

[58] Pol. 317.1 — Educator Misconduct
POLICY REFERENCE

Legal References

Additional References

Untitled legal reference
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BOARD POLICY

122 Extracurricular Activities

POLICY NUMBER	ADOPTED	REVISED	VERSION
122	9/22/2004	1/28/2026	v1.2
DOCUMENT STATUS	**WORKFLOW**	**PRINTED**	
DRAFT	Administrative Review	9/8/2026	

Proposed addition Proposed deletion

Purpose BC edit fees.

The Board recognizes the educational values inherent in student participation in extracurricular activities and supports the concept of student organizations for such purposes as enriching the educational experience, building social relationships, developing interests in a specific area, promoting civic engagement and gaining an understanding of the elements and responsibilities of teamwork, leadership and good citizenship.

Definitions

For purposes of this policy, **extracurricular activities** refers, but is not limited to, programs which may include athletic activities and curriculum-related student groups that are sponsored or approved by the Board, are conducted wholly or partly outside the regular school day and are equally available to all students who voluntarily elect to participate.

For purposes of this policy, an **athletic activity** shall mean all of the following:[1] [2]

1. An athletic contest or competition, other than interscholastic athletics, that is sponsored by or associated with the school, including cheerleading, club-sponsored sports activities and sports activities sponsored by school-affiliated organizations.

2. Noncompetitive cheerleading that is sponsored by or associated with the school.

3. Practices, interschool practices and scrimmages for all athletic activities.

Curriculum-related student group - any student group that directly relates to the body of courses offered by the District.[3]

Authority

The Board shall make school facilities, supplies and equipment available and shall assign staff members for the support of extracurricular activities for students. Such availability and assignment shall be in accordance with applicable laws, regulations and Board policies.[4] [5] [6] [7]

Any extracurricular activity shall be considered under the sponsorship of this Board when it has been approved by the Board upon recommendation of the Superintendent, approved by the Superintendent and reported to the Board for its review and approved by the Superintendent upon recommendation of the building principal.

The Board shall maintain the program of extracurricular activities at minimal ~~no~~ cost to participating students, except that:

1. The Board's responsibility for provision of supplies shall carry the same exemptions as listed in the Board's policy on regular school supplies. [8]

2. Students may assume all or part of the costs for travel and attendance at extracurricular events and trips.

Where eligibility requirements are necessary or desirable, the Board shall determine the standards for eligibility to be met by all students participating in an extracurricular activity. Eligibility for extracurricular activities is based on regular attendance and academic proficiency. Excessive infraction of discipline or attendance rules may result in a student being removed from these activities.[4][9]

The Board directs that no student may participate in extracurricular activities who has not:

1. Met the requirements for academic eligibility.[4]

2. Complied with the requirements of applicable Board policies and administrative regulations. [10] [11] [12]

3. Attended school regularly. [13]

4. Been in attendance on the day of the activity, event or practice for the hours required.

5. Returned all school equipment previously used as directed.

6. Adhered to other applicable conduct standards.

Off-Campus Activities

Significantly revised to refer back to Policy 218. Student Discipline that contains section regarding on-site campus activities (Mahony SD v BL) Student speech that occurs outside school campus.

Student conduct that occurs off school property or during nonschool hours shall be addressed in accordance with the provisions of the student discipline policy regarding on and off-campus activities. [12] [14]

Delegation of Responsibility

Each school year, prior to participation in an athletic activity, every student athlete and their parent/guardian shall sign and return the acknowledgment of receipt and review of the following:[2] [10] [11] [15]

1. Concussion and Traumatic Brain Injury Information Sheet.

2. Sudden Cardiac Arrest Symptoms and Warning Signs Information Sheet, that includes information about electrocardiogram testing.

The Superintendent or designee shall develop administrative regulations to implement the extracurricular activities program.

Guidelines

Guidelines shall ensure that the program of extracurricular activities:

1. Assesses the needs and interests of and is responsive to District students.
2. Involves students in developing and planning extracurricular activities.
3. Ensures provision of competent guidance and supervision by staff.
4. Guards against exploitation of students.
5. Provides a variety of experiences and diversity of organizational models.
6. Provides for continuing evaluation of the program and its components.
7. Ensures that all extracurricular activities are open to all students, without discrimination, and that all students are fully informed of the opportunities available to them.[16][17]

Equal Access Act

The District shall provide secondary students the opportunity for noncurriculum-related student groups to meet on the school premises during noninstructional time for the purpose of conducting a meeting within the limited open forum on the basis of religious, political, philosophical, or other content of the speech at such meetings. Such meetings must be voluntary, student-initiated, and not sponsored in any way by the school, its agents or employees.[3]

Noninstructional time is the time set aside by the school before actual classroom instruction begins, after actual classroom instruction ends, or during the lunch hour.

The meetings of student groups cannot materially and substantially interfere with the orderly conduct of the educational activities in the school.

The Superintendent or designee shall establish the length of sessions, number per week, and other limitations deemed reasonably necessary.

The District retains the authority to maintain order and discipline on school premises in order to protect the well-being of students and employees and to ensure that student attendance at such meetings is voluntary.

Legal Footnotes

[1] 24 P.S. 5322
LEGAL REFERENCE

[2] 24 P.S. 1425
LEGAL REFERENCE

[3] 20 U.S.C. 4071
LEGAL REFERENCE

[4] 24 P.S. 511
LEGAL REFERENCE

[5] Pol. 103 — Discrimination/Harassment Affecting Students
POLICY REFERENCE

[6] Pol. 103.1 — Nondiscrimination - Qualified Students with Disabilities
POLICY REFERENCE

[7] Pol. 122.1 — Noncurriculum-Related, Nonschool-Sponsored, Student-Initiated Groups
POLICY REFERENCE

[8] Pol. 110 — Instructional Supplies
POLICY REFERENCE

[9] 22 PA Code 12.3
LEGAL REFERENCE

[10] Pol. 123.1 — Concussion Management
POLICY REFERENCE

[11] Pol. 123.2 — Sudden Cardiac Arrest
POLICY REFERENCE

[12] Pol. 218 — Student Discipline
POLICY REFERENCE

[13] Pol. 204 — Attendance
POLICY REFERENCE

[14] Mahanoy Area School District v. B.L. 594 U.S. 180 (2021)
LEGAL REFERENCE

[15] 24 P.S. 5323
LEGAL REFERENCE

[16] 22 PA Code 12.1
LEGAL REFERENCE

[17] 22 PA Code 12.4
LEGAL REFERENCE

Legal References

No additional references listed.

BOARD POLICY

709.1 Video Surveillance

POLICY NUMBER	ADOPTED	REVISED	VERSION
709.1	2/24/2016	8/22/2023	v1.6
DOCUMENT STATUS	**WORKFLOW**	**PRINTED**	
UNDER-REVIEW	Administrative Review	9/14/2026	

Proposed addition Proposed deletion

Purpose VV requests addition.

Bensalem Township School District supports the use of video cameras throughout Bensalem Township School District for the purpose of enhancing school safety and security. Our goals are to promote and foster a safe and secure teaching and learning environment for students and staff, to ensure public safety for community members who visit or use our school property, and diminish the potential for personal and District loss or destruction of property.

Delegation of Responsibility

Security camera recordings will be viewable in each building by authorized designees only.

Guidelines

Signage and Notification

1. Appropriate signage will be posted at major entrances to school buildings and on school buses that notify students, staff and the general public of the District's use of security cameras. Students and staff will receive additional notification at the beginning of the school year regarding the issue of security cameras in the school, on school buses and on school grounds. Such notification will include, but not be limited to, employee handbooks and student handbooks.

2. Signs will be posted in public entry ways to the buildings and other conspicuous locations informing persons that the buildings and grounds may be under video surveillance.

Camera Placement

1. The security cameras will be installed in public areas only. These areas include school buses, grounds, athletic areas, exterior entrances or exits to school buildings and large gathering spaces such as classroom corridors, cafeteria, lobby and main entries.

2. Restrooms, changing rooms, private offices, nurse's offices and locker rooms are excluded from security camera use.

3. Security camera usage is prohibited in any space where there is a reasonable expectation for privacy.

Responsibility

1. The Superintendent shall have the flexibility of appointing a designated person(s) to be responsible for viewing video surveillance clips. This designated person(s) shall be known hereafter as designee(s).

    a. Designee(s) will be responsible for advising all appropriate parties involved, which may include, but is not limited to, the following:

        i. Building principal and assistant principal.

        ii. Transportation Supervisor.

        iii. Facilities Manager.

        iv. Information Technology staff.

        v. Safety and Security Coordinator.

        vi. Assistant to the Superintendent.

        vii. Other person(s) designated by the Superintendent.

    b. Designee(s) will review and evaluate surveillance video clips taken from surveillance cameras.

        i. An electronic history of video access shall be maintained.

<u>Use of Video Surveillance Clips</u>

1. The surveillance will be used to determine if inappropriate behavior or management of all persons as defined by District policy and procedures has occurred. If disciplinary action is deemed necessary, normal school procedures will be followed for such an incident.

2. Viewing of resulting video surveillance clips will be limited to the following:

    a. School officials (Superintendent, principals, administrators, Business Manager), members of the Board of Education, special education supervisors, Transportation Supervisor, facilities management staff, Information Technology staff, School Resource Officers, appropriate law enforcement officials, insurance representative, school attorney(s) and designee(s).

    b. Parents/Guardians or students directly involved in a particular ~~disciplinary action~~ disciplinary action, security, or life/safety incident as designated by the appropriate building principal. Parents'/Guardians' viewing will be limited to a portion of the clip that deals solely with their child(ren)'s actions.

    c. Bus drivers directly involved in a particular disciplinary action are designated by designee(s), the Transportation Supervisor or building principal.

    d. Teachers and other staff directly involved in a disciplinary action as designated by the Transportation Supervisor or building principal.

    e. Students and/or the public directly involved in a disciplinary action as designated by the Transportation Supervisor or building principal.

    f. Appropriate law enforcement officials as designated by the Superintendent.

    g. Other persons approved by the Board of Education upon a written request. The Board of Education has the right to approve or deny any person the viewing of any clip produced by the School District surveillance system.

3. Video surveillance clips are confidential information and will not be used for public meetings or displays.

4. Video surveillance clips containing an incident warranting retention for administrative or potential legal uses shall be retained for three (3) years after any involved minor has attained the age of twenty-one (21) years. Surveillance clips not containing any incidents may be recycled at the discretion of the Superintendent or his/her designee(s).

5. Under no circumstances will the video surveillance clips produced by the school cameras be duplicated or removed from the District premises unless in accordance with a court order and/or subpoena.

6. All school surveillance equipment, including clips, are the sole property of the Bensalem Township School District.

7. A written request to view a surveillance clip may be made to correct or resolve a particular problem only. The request must include the requester's reasons why s/he believes a problem exists, a description of the problem and a potential solution to that problem. The Superintendent or his/her designee(s) may deny a request.

8. Viewing of video surveillance clips will occur at:

    i. School-designated locations to include, but not limited to, Transportation Supervisor's office, building and administrative offices, designees' office/classroom, Board room, CSE Meeting Room, and the psychologist's office.

    ii. Site designated by the Superintendent or his/her designee(s), as appropriate for a particular disciplinary incident.

9. All surveillance equipment will be stored in a safe, secure and convenient location on the School District campus.

10.

11. Any request to inspect or view footage shall be evaluated by the district on a case-by-case basis and may be granted only when permitted by applicable law, including FERPA, and when disclosure would not compromise the privacy rights of other students or individuals, an ongoing investigation, school security measures, or other legally protected interests. Nothing in this policy creates an independent right to inspect, copy, obtain, or receive district surveillance recordings.

12.

Live Viewing

1. Live viewing of all District cameras can be viewed by:

    a. Superintendent.

    b. Designee(s).

    c. Appropriate law enforcement officials as per the memorandum of understanding.

    d. Cabinet members.

    e. Facilities management.

2. Live viewing of a single school can be viewed by:
    a. Principals.
    b. Assistant principals.
    c. Non-teaching assistants at principals' discretion.
    d. The school security desk.
3. Select limited live views can be viewed by:
    a. Secretaries.
    b. Food Services coordinator.

Legal References

No additional references listed.

Educational Field Trips 2026-2027 (Elementary)
As of September 2026
Latest Editions Appear in Bold

Group/Destination	Date	Grade	Students
Belmont			
BHS Marching Band Show, BHS Stadium	**10/2/2026**	**4th-6th**	**260**
Franklin Institute, Philadelphia, PA	**11/10/2026**	**3rd/SIP**	**20**
Croydon Woods Nature Preserve, Croydon, PA (Elementary Robotics)	**10/14/2026**	**1st-6th**	**166**
Edelman Fossil Park & Museum of Rowan University, Sewell, NJ	**10/23/2026**	**4th/5th SIP**	**52**
Cornwells			
BHS Marching Band Show, BHS Stadium	**10/2/2026**	**4th-6th**	**245**
Snipes Farm, Morrisville, PA	**10/23/2026**	**2nd**	**70-75**
Edelman Fossil Park & Museum of Rowan University, Sewell, NJ	**10/23/2026**	**4th/5th SIP**	**52**
Faust			
Gratz College Theatre, Melrose Park, PA	**5/14/2027**	**2nd**	**75**
Franklin Institute, Philadelphia, PA	**11/10/2026**	**3rd SIP**	**20**
Edelman Fossil Park & Museum of Rowan University, Sewell, NJ	**10/23/2026**	**10/23/2026**	**52**
Rush			
Edelman Fossil Park & Museum of Rowan University, Sewell, NJ	**10/23/2026**	**4th/5th SIP**	**52**
Croydon Woods Nature Preserve, Croydon, PA (Elementary Robotics)	**10/14/2026**	**1st-6th**	**166**
Franklin Institute, Philadelphia, PA	**11/10/2026**	**3rd SIP**	**20**
Shady Brook Farm, Yardley, PA	**10/30/2026**	**4th**	**65**
Struble			
Croydon Woods Nature Preserve, Croydon, PA (Elementary Robotics)	**10/14/2026**	**1st-6th**	**166**
Franklin Institute, Philadelphia, PA	**11/10/2026**	**2nd/3rd SIP**	**20**
Valley			
BHS Marching Band Show, BHS Stadium	10/2/2026	4th-6th	280
Franklin Institute, Philadelphia, PA	**11/10/2026**	**2nd/3rd SIP**	**20**
Edelman Fossil Park & Museum of Rowan University, Sewell, NJ	**10/23/2026**	**4th/5th SIP**	**52**
Croydon Woods Nature Preserve, Croydon, PA (Elementary Robotics)	**10/14/2026**	**1st-6th**	**166**

Educational Field Trips 2026-2027(Secondary)
As of September 2026
Latest Editions Appear in Bold

Group/Destination	Date	Grade	# of Students
Shafer			
Snyder			
Washington D.C. 8th Grade Trip	5/20/2027- 5/21/2027	8th	110
High School			

Bucks County
Intermediate Unit

705 N. Shady Retreat Rd.
Doylestown, PA 18901
Tel: 215-348-2940
www.BucksIU.org

HOMESTEAD/FARMSTEAD
DISTRICT AGREEMENT – 2026-2027

This Agreement is entered on **September 15, 2026** by and between the **BUCKS COUNTY INTERMEDIATE UNIT #22** located at 705 N. Shady Retreat Road, Doylestown, PA 18901, hereinafter referred to as the "Bucks IU" and **Bensalem Township School District** located at 3000 Donallen Drive, Bensalem, PA 19020, hereinafter referred to as "District".

The district shall pay to the Bucks IU the actual cost per parcel, plus postage, and any other costs associated with the cooperative organization, printing, advertising, and mailing of the Homestead Exclusion Notices in December 2026. The Bucks IU has coordinated with the Bucks County Assessment Office and a third party in order to fulfill district responsibilities under Act 1. Estimated per parcel costs are as follows:

Processing Fee per Parcel:	$0.428
Postage Fee per Parcel:	0.65
IU Coordination Fee	0.05
Total Cost per Parcel	$1.128

BENSALEM TOWNSHIP SCHOOL DISTRICT

Dr. Deborah King

Deborah King, President
Board of School Directors

(Signature in Blue Ink)

Date: 9/23/26

BUCKS COUNTY INTERMEDIATE UNIT #22

John D'Angelo, President
Bucks IU Board of School Directors

Attest:

Michele Ruggiero, Secretary
Bucks IU Board of School Directors

Date: _____

2026/2027
FUNDRAISING ACTIVITY REPORT
As of September 23, 2026

School	Name of Organization	Purpose of Fundraising	Fundraiser Type	Dates
STRUBLE	BENSALEM JUNIOR ROBOTICS	OVERALL COST OF PROGRAM	CLOTHING APPAREL	OCT. 5TH - 9TH, 2026
STRUBLE	STRUBLE ACTIVITIES	STRUBLE ACTIVITIES FUND	50/50 RAFFLE	SEPT. 22ND, 2026
STRUBLE	4TH GRADE	FIELD TRIPS	PENNY WARS	OCT. 12TH - 16TH, 2026
STRUBLE	SCHOOL SAFETY PATROL	SCHOOL SAFETY PATROL	GIFT CARDS; TRH DINE TO DONATE	OCT. 29TH - NOV. 13TH, 2026 GIFT CARD SALE; DEC. 3RD, 2026 DINE TO DONATE
BELMONT	BENSALEM JUNIOR ROBOTICS	OVERALL COST OF PROGRAM	CLOTHING APPAREL	OCT. 5TH - 9TH, 2026
VALLEY	BENSALEM JUNIOR ROBOTICS	OVERALL COST OF PROGRAM	CLOTHING APPAREL	OCT. 5TH - 9TH, 2026
VALLEY	VALLEY PTO	VALLEY ELEMENTARY	FALL FEST ADMISSION	SEPT. 11TH - OCT. 30TH, 2026
VALLEY	VALLEY PTO	VALLEY ELEMENTARY	RESTAURANT GOODS	SEPT. 17TH, 2026
VALLEY	VALLEY PTO	VALLEY ELEMENTARY	NA	SEPT. 23RD, 2026 4PM-6PM

AGREEMENT BETWEEN SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL 32BJ, DISTRICT 1201 AND SCHOOL DISTRICT OF BENSALEM TOWNSHIP, PENNSYLVANIA

100 PREAMBLE

Agreement made and entered into the 24th day of August 2026, by and between the School District of Bensalem Township, Bucks County, Pennsylvania (hereinafter referred to as "District") and Service Employees International Union, Local 32BJ, District 1201 (hereinafter referred to as "Union").

200 MANAGEMENT

201 Board Authority

The District reserves unto itself all rights, privileges and powers it has or enjoys except to the extent that a provision of this Agreement specifically gives up any such right, privilege or power and then only to the extent specifically set forth in this Agreement. The District reserves to itself the complete discretion concerning the management and control of the School District and its activities.

202 Subcontracting

202.1

It is agreed by the parties that for the duration of this agreement to the extent that students were transported by non-bargaining unit personnel as of August 25, 2004 such transportation shall be permitted to continue. It is further agreed, for the duration of this agreement, that the District shall not contract out any transportation services presently performed by District employees in the transportation department if such contracting shall have the result, either direct or indirect, of causing the layoff of any present district employee.

202.2

All transportation of students in any vehicle not requiring a Commercial Driver's License (CDL) operated by the School District, for athletics, field trips or class trips, which involve transporting seven (7) through nine (9) passengers in the vehicle shall be performed by regular drivers.

203 No-Strike No Lockout

The Union and the District agree that there shall be no strike, failure to report to duty, willful absence from one's position, stoppage of work, or abstinence in whole or in part from the

full, faithful, and proper performance of the duties of employment during the term of this contract or any renewal thereof. During the term of this Agreement, the Employer shall not lock out the employees for any reason.

300 UNION RIGHTS

301 Recognition

The District agrees to and hereby recognizes the Union as the sole and exclusive bargaining agent for the Student Transportation Drivers for the purpose of collective bargaining in any and all matters relating to wages, hours, benefits, and working conditions specified in this agreement.

302 Dues Deduction

The District will deduct from the pay of each member of the Union who delivers a written authorization to do so, in form satisfactory to the District, the required amount for the payment of union initiation fees, union dues, union assessments and other voluntary contributions. The fees, dues, and other monies, a list of employees from whom they have been deducted, and the amount deducted from each, a list of employees who had authorized such deduction and from whom no deductions were made and the reasons therefore shall be forwarded to the Union no later than thirty (30) days after such deductions were made.

The parties acknowledge and agree that the term "written authorization" as provided in this Agreement includes authorizations created and maintained by use of electronic records and electronic signatures consistent with state and federal law. The Union, therefore, may use electronic records to verify Union membership, authorization for voluntary deduction of Union dues and fees from wages for remittance to the Union and authorization for voluntary deductions from wages for remittance to ADF Funds, subject to the requirements of state and federal law. The Employer shall accept confirmations from the Union that the Union possesses electronic records of such membership and give full force and effect to such authorization as authorization for purposes of this Agreement.

The Employer shall transmit dues, initiation fees and all legal assessments deducted from employees' paychecks to the Union electronically via ACH utilizing the 32BJ self-service portal, unless the Union directs in writing that dues be remitted by means other than electronic transmittals. The Union and the District's Human Resources Department shall discuss and determine information that will be transmitted with such dues payments. The Union shall provide any necessary training opportunity to the employer to facilitate electronic transmissions.

The Employer shall make no statement to employees about whether they should sign such cards, and may not be present while employees sign such cards. The Employer shall direct any questions by employees regarding Union membership, dues, and fees to the Union.

303 Maintenance of Membership

The Employer agrees that bargaining unit employees who are members of the Union shall be subject to the "Maintenance of Membership" provision as defined in Article III, subsection 18 of the Public Employees Relations Act, as amended, and as interpreted by applicable case law.

304 Payment of Union Representatives

The District will compensate Union Representatives to a maximum of six (6) persons per session, who are members of the bargaining unit for all earnings lost by them as a result of time actually spent in official contract negotiating sessions with the District.

305 Discrimination

305.1

No driver shall be required as a condition of his/her employment either to be, or to refrain from being, a member of any Union and the School District will not discriminate against any employee because of such membership or non-membership.

305.2

Both the District and the Union agree that the School District is an equal opportunity facility and employer. It does not discriminate on the basis of race, color, age, creed, religion, gender, sexual orientation, ancestry, national origin, marital status, pregnancy, or handicap/disability. The Director of Human Resources has been designated to handle inquiries concerning employment related discrimination matters. Additional information concerning non-discrimination may be obtained via the Office for Civil Rights (OCR) @ www.ed.gov.

306 Bulletin Boards

Adequate bulletin board space shall be reserved in each work location in a place to be designated by the supervisor at such work location, readily accessible to all members of the bargaining unit, for the posting of Union notices and other material dealing with proper and legitimate Union business. All such notices and material shall bear the signature of a responsible

Union official, or shall clearly indicate that its issuer or publisher is the Union. The bulletin board space shall be identified with the name of the Union. The authorized representative of the Union shall be the sole person empowered to post these materials on that board.

307 Voluntary Fair Share

Non-Members. The Employer agrees to deduct a fair share fee from the pay of each non-member from whom it receives authorization, and will continue to make such deductions while the authorization remains in effect.

The amounts to be deducted for non-members shall be certified to the Employer by the Union. The Employer shall deduct and remit fair share fees to the Union in the same manner as regular dues.

308 Transmission of Information

Upon the Union's request, the Employer shall furnish the Union with a list of the name, home address, email address, date of hire, job assignment, and shift of each employee covered by this Agreement. In addition, upon the Union's request, the Employer shall provide the foregoing information for each new employee hired by the Employer in conjunction with the second payroll for the employee. The Union shall have the opportunity to meet with each newly-hired employee at the worksite during non-working hours in order to provide the employee with the Collective Bargaining Agreement, to effectuate the signing of applicable documents, and to explain the terms and conditions of employment provided for by the Agreement.

309 Union Access

The Union shall have access at all reasonable times to the buildings or sites where bargaining unit employees are employed upon reasonable notice to the Employer. The Employer shall provide space for the Union to meet with bargaining unit members at the work site. The Employer shall permit Union representatives to attend departmental meetings (a maximum of two (2) times per year) provided that prior reasonable notice is given to the Employer. During such meetings, the Union shall be allowed at least 30 minutes to address bargaining unit members without non-bargaining unit personnel present and shall be provided adequate space for the Union to distribute information while meeting with employees.

310 Right to Know Requests

The Bensalem Township School District will comply with notice requirements to employees for requests made pursuant to the Pennsylvania Right To Know Law, and will copy the Union on any such notification.

400 DEFINITIONS

401 Bus Driver

Any employee whose principal duty is driving a school bus and performing the allied services outlined herein.

402 Regular Bus Driver

A regular driver is one who has been appointed to a regular bus driving assignment of five (5) or more hours per day. All drivers shall have appropriate salary deductions made for the employees' contribution to the Public School Employees Retirement System. If a driver because of his/her substitute status does not, in any given year, qualify for retirement credit, the salary deductions shall be returned to him at the end of the then current fiscal year. A driver not qualifying for retirement credit may request a refund from PSERS by completing an "Application for Refund" form available from the District Office.

403 Unassigned Bus Driver

An unassigned bus driver is a regular bus driver who has not been appointed to a regular bus driving assignment and is assigned to drive on a daily basis where the need exists. The unassigned driver is entitled to all the rights and privileges granted to all other regular bus drivers. The unassigned bus driver shall work every day in which the public schools are in session.

404 Substitute Bus Driver

404.1

A substitute bus driver is one who is assigned to work on a daily basis where a temporary need exists for the service of a bus driver. Substitute bus drivers will be guaranteed a minimum of 2.5 hours for AM and 2.5 hours for PM hours if called in.

404.2

When substitute drivers are needed they shall be called in order of seniority and availability. The substitute driver will submit a schedule of his/her availability to the Transportation Coordinator. The Transportation Coordinator will give a copy of this schedule to the Shop Steward. If a substitute driver is called and not contacted, the next most senior substitute available will be called. If a substitute is not called in order of seniority then he or she has the right of recourse through the grievance procedure.

405 Van Driver

A Van Driver shall be one who drives a vehicle not requiring a CDL, registered and licensed as a municipal government vehicle, for the primary purpose of transporting students to schools outside of the geographic boundaries of Bensalem Township. Such drivers, if necessary,

may also provide inter-district transportation to students in situations where regular school buses are not available, or appropriate. The minimum work schedule for van drivers shall be five (5) hours a day during any day that classes are scheduled to be in session.

406 Substitute Van Driver

A substitute van driver is one who is assigned to work on a daily basis where a temporary need exists for a van driver.

407 Probationary Employees

All drivers (regular, unassigned, and substitute) shall be probationary employees for the first forty-five (45) days worked. During such probationary period the Board shall have the sole discretion of discharge with or without cause. Thereafter, the District only shall discipline or discharge for cause.

500 GRIEVANCE PROCEDURE

501 Definitions

501.1

A grievance shall mean a complaint by an employee in the bargaining unit that there has been as to him/her a violation or misinterpretation of any of the provisions of this Agreement.

501.2

"Days" as used in this article shall be defined to be normal working "days."

A grievance shall be presented and adjusted in the following manner:

502 Informal Level

The Complainant shall first discuss any complaint at an informal meeting with the Transportation Coordinator. The Complainant may utilize the service of the local Union representative during this informal meeting. If this grievance is caused by an overt incident, it should be brought to the attention of the Transportation Coordinator within (10) days. The Coordinator shall make known his decision within (3) days of the informal meeting.

503 Level I

If a complaint is not satisfactorily resolved, the aggrieved may invoke the grievance procedure by giving written notice to the Transportation Coordinator, on approved forms, within

three (3) days after the informal decision was given by the Coordinator. Within ten (10) days of receipt of the formal grievance the Transportation Coordinator shall prepare a written answer and submit it to the aggrieved employee and/or his/her representative.

504 Level II

If no accord is reached on the grievance at this level, the grievance shall within ten (10) days be submitted by the union shop steward, on proper forms, to the District Superintendent or his/her designated representative who will within ten (10) days prepare a written answer and submit it to the aggrieved employee and his/her union representative.

505 Level III

505.1

Within twenty (20) days of the receipt of the written response from the District, the Union shall notify the District that (1) the grievance is resolved or (2) the Union intends to pursue the grievance to binding arbitration as provided in the Public Employees Relations Act. If no notification is received by the District within this twenty-(20) day period, the grievance shall be closed.

505.2

If an appeal to arbitration is taken, the method of selecting an arbitrator will be as follows:

The Union will immediately file with the American Arbitration Association a Demand for Arbitration. The selection and appointment of the arbitrator and the conduct of the hearing shall be conducted in accordance with the then current rules of the Association governing the Voluntary Settlement of Labor Disputes.

505.3 Tolling Pending Appeal

The Employer agrees that in the event the Union initially declines to pursue a grievance to arbitration concerning suspension or discharge of an employee, the time strictures for filing for arbitration shall be tolled pending the employee exhausting his/her appeal rights pursuant to the Union's Constitution and By-Laws, provided the following requirements are satisfied: (i) prior to the time for submitting the matter to arbitration as set forth above, the Union sends a written notice to the employee advising him/her of the rights to appeal the Union's decision not to advance the grievance to arbitration, and the Union provides the Employer with a copy of that

Appeal Notice; and (ii) the Union files for arbitration within the earlier of 120 days following the date of the Appeal Notice or 10 days following the Union's decision to grant the employee's appeal and pursue the grievance to arbitration.

506 Election of Remedies

Any employee who elects to protest any suspension or termination under the provisions of the "Local Agency Law," shall not be permitted to process a grievance protesting such action under the provisions of this agreement. Any such employee electing to pursue such a grievance shall forfeit their right to pursue a Local Agency Appeal. In the event that an employee does elect to proceed under the Local Agency Law, there shall be no obligation on the part of Local 1201 to assist or represent that employee in any proceedings, either before the Board of Education or the Courts of the Commonwealth of Pennsylvania.

507 Discipline

The District shall not take any disciplinary action against any employee without just cause. All disciplinary actions shall be subject to appeal through the grievance procedure. All appeals shall be initiated at the next higher level from the person(s) assigning the discipline. The Union shall be notified by the District of any disciplinary action against any member of the bargaining unit.

Drivers who, after disciplinary action initiated after July 1, 2000, complete two consecutive work years of active service without further disciplinary action shall have that disciplinary action expunged from his/her record. Disciplinary actions initiated prior to July 1, 2000 shall be similarly expunged after three (3) years.

600 WAGES - HOURS – BENEFITS

601 Levels

Drivers appointed to Regular, Unassigned or Substitute assignments shall be paid on a step system based on a percentage of a Level II, primary rate as stated below:

	Step	
Year 1	85%	of Level II Rate
Year 2	87.5%	of Level II Rate
Year 3	90%	of Level II Rate
Year 4	92.5%	of Level II Rate

Year 5	95% of Level II Rate
Year 6	Level II Rate

602 Hourly Wage Scales

Level II Rate:

	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Annual Increase	3%	2.5%	2.0%	2.5%	2.5%
Bus/CDL	24.82	25.44	25.95	26.60	27.27
Van	19.20	19.68	20.07	20.57	21.09

Level I Rate Bus/CDL:

	% of Level II	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Step 1	85%	21.10	21.63	22.06	22.61	23.18
Step 2	87.5%	21.72	22.26	22.71	23.28	23.86
Step 3	90%	22.34	22.90	23.36	23.94	24.54
Step 4	92.5%	22.96	23.54	24.01	24.61	25.22
Step 5	95%	23.58	24.17	24.65	25.27	25.90

Level I Rate Van:

	% of Level II	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Step 1	85%	16.33	16.73	17.07	17.50	17.93
Step 2	87.5%	16.80	17.22	17.56	18.00	18.45
Step 3	90%	17.28	17.72	18.07	18.52	18.98
Step 4	92.5%	17.77	18.21	18.58	19.04	19.52
Step 5	95%	18.25	18.71	19.08	19.56	20.05

602.a 2026-2027

In lieu of a general wage increase for the 2026-2027 school year, all permanent drivers (substitute drivers are excluded) shall receive a quarterly bonus paid out in four (4) separate checks. A quarterly bonus will be withheld for any driver taking unpaid time off; unless the unpaid time off is approved by the superintendent and/or their designee due to extenuating circumstances.

Drivers with five (5) years of more of service are eligible to receive three hundred and fifty dollars($350) per quarter for a total of one thousand four hundred dollars ($1,400).

Drivers with less than five (5) years service are eligible to receive two hundred and fifty

dollars($250) per quarter for a total of one thousand dollars ($1,000).

Those drivers below the level II rate shall continue to receive their step increases.

603 Wage Notes

An individual driver's hourly rate shall not be reduced from the level he/she achieves unless he/she voluntarily requests a change of status to van driver.

Drivers who take retirement through PSERS and are later rehired as a substitute driver shall be paid at the same level as prior to retirement.

Anniversary Date: A year of employment shall be one calendar year from date of appointment to the position. Periods of leave without pay shall not count towards a year(s) of service. Step increases for Anniversaries falling between July 1 and December 31 shall be issued beginning July 1. Anniversary dates falling between January 1 and June 30 will be issued beginning January 1.

603.1 Annual Bonus

An annual bonus of $60.00 shall be paid on a pro rata basis reflecting the portion of the prior year the driver was employed as a regular driver. This payment shall be made on or before the closest regular pay date to August 1.

604 Snow Removal / Cold Starts

604.1 **Snow Removal:** On a seniority basis, drivers will be offered the opportunity to participate in the process of snow removal duties. A list of interested drivers will be developed by October 15th of each year, and the drivers will rotate on a single list for snow removal, beginning with the most senior drivers, on an annual basis.

604.2 **Cold Starts:** On a seniority basis, drivers will be offered the opportunity to participate in the process of cold weather start duties. A list of interested drivers will be developed by October 15th of each year, and the drivers will rotate on a single list for cold starts, beginning with the most senior drivers, on an annual basis.

605 Vehicle Washing

In the event the mechanical washing equipment is not operational, drivers will receive one (1) hour's pay for washing their own vehicle by hand. Such work shall not be considered as

additional paid time for regular drivers whose schedules of actual weekly work are less than twenty-five (25) hours.

Van drivers will be required to wash vans at the discretion of the Transportation Supervisor, or his/her designee either by hand or at a commercial car wash. Employees will be compensated for time used to wash the van and/or cost of the commercial car wash based on actual reasonable time spent.

606 Recertification

Drivers will be paid for successful completion of the recertification driving examination, which includes three (3) hours on the road testing plus seven (7) hours of classroom training. The District shall, upon completion of all required recertification classes and all licenses renewed as prescribed by law, reimburse such driver for the cost of all such licensing above and beyond the basic drivers' license issued to all residents. The reimbursement is only available to active regular drivers

607 Overtime

607.1 Eligibility Overtime Work

All hours worked by an employee, pursuant to assignment, in excess of eight (8) hours in any one day and forty (40) hours in any one week shall be paid for at one and one-half (1 1/2) times his/her then regular straight-time rate; provided, however, that there shall be no pyramiding of daily and weekly overtime.

"Overtime trips" shall be the following:

1. Trips assigned on Saturdays and Sundays.
2. Trips assigned on holidays; however, this means only those holidays for which Drivers are entitled to holiday pay under Section 701.1.

Saturday: All hours worked by an employee, pursuant to assignment, on a Saturday shall be paid for at one and one-half (1 1/2) times his/her then regular straight-time rate.

Sunday: All hours worked by an employee, pursuant to assignment, on a Sunday shall be paid for at two (2) times his/her then regular straight-time rate.

Holiday: All hours worked by an employee, pursuant to assignment, on any holiday for which he/she is entitled to holiday pay under Section 701.1 of this Agreement shall be paid for at the rate of one and one-half (1-1/2) times his/her then regular straight-time rate, and in addition

he/she shall receive the holiday pay to which he/she is otherwise entitled, unless such hours worked are regular to/from service for a school whose calendar was known to include the holiday at the time of bid selection

After Hours: All driving assignments which begin at any time from midnight to one (1) hour before the normal punch in time shall be paid at one and one-half (1 1/2) times the hourly rate for that portion of the assignment prior to the driver's normal punch-in time.

607.2 Signing Up for Overtime Work

Voluntary sign-up for the overtime list will occur on the same day that runs are selected. It is the expectation that drivers who sign up for the list reasonably intend to accept assignments when offered. Eligibility to sign up is limited to regular bus drivers. Employees who later become eligible-may sign up for the overtime list, but will be charged with the highest hours as of that date. Such employees have five (5) work days to sign up for the overtime list.

The first distribution of overtime for trips that begin on or after the first day of public school will be made on seniority basis.

Overtime shall be on a voluntary basis except as otherwise provided in this Section and shall be divided as equally as possible among the regular bus drivers who volunteer. A list of regular bus drivers who have volunteered for overtime and the hours they have worked shall be posted on the Union bulletin board and a copy furnished to the Shop Steward every two-(2) weeks. The Shop Steward may inspect the time cards of regular bus drivers for purposes of verifying the accuracy of the list.

607.3 Posting of Overtime Work

Trip tickets will be dated and time stamped when received. Trips shall be posted at least one (1) day in advance of distribution. Weekend (Saturday, Sunday) and holiday (holidays defined in Section 701.1) trips will be distributed on Tuesdays except in emergency situations. If Tuesday is a holiday, the distribution will occur on the first workday after the holiday. When a trip is turned back (refused) the trip slip is to be dated, time noted and signed by the driver turning in the trip.

607.4 Assignment of Overtime Work

Overtime work shall be distributed as equally as possible among the regular bus drivers and assigned as far in advance as possible. Whenever overtime work becomes available, it shall be offered to the employee with the least number of overtime hours noted against his/her name as calculated from the beginning of the District's school year. If he/she declines the offer or is absent, it shall be offered to the regular bus driver with the next smallest number of overtime hours so noted, and so on until either (1) a regular bus driver accepts the offer or (2) all regular bus drivers therein have declined.

A driver shall not be offered more than one (1) overtime assignment in one work day or 24 hour period. Drivers who are offered overtime trips with less than 24-hour notice shall not be charged if the assignment is declined. Drivers who decline overnight trips shall not be charged.

Van drivers shall not be used for any overtime trips. No other employee of the District other than regular drivers shall be assigned to drive a school bus or school vans, subject to occupancy provision of Section 202.2 on any athletic or class trip, except in an emergency. Substitute drivers, if available, will be assigned to the regular driver's schedule when athletic or class trips are requested.

607.5 Declining Overtime Work

Subject to the provisions of section 607.4 (related to 24 hours notice and overnight trips), all regular bus drivers who decline overtime will be charged. All drivers not available due to leave will also be charged. Regular bus drivers who are absent on the day of distribution due to death leave or jury duty shall not be considered as available and shall not be charged.

Regular bus drivers who do not work their full day schedule on Friday who have been assigned "weekend" (Saturday, Sunday) overtime, shall lose such trips and shall be charged. Absences due to death in family, jury duty, military leave and pre-approved personal business days are exceptions to this requirement.

If all drivers on the overtime list decline overtime work, it shall be performed by the regular bus driver with the least seniority on the overtime list.

607.6 Calculation of Overtime Pay

The District will permit regular bus drivers on an overtime assignment under Section 607 who have completed their assigned duties to clock out and leave without giving up the right to any pay they are due by virtue of any contractually guaranteed minimum number of hours of pay.

This provision is effective only on any Saturday, Sunday or holiday when the driver assigned is not scheduled for work beyond the assignment.

All hours of overtime shall be calculated from the first day of public school. As of that date each year, a new list of volunteers will be posted and the number of hours noted against the name of each regular bus driver on the list shall be zero (0).

607.7 Calculation of Pay for "Waiting Time"

Regular drivers assigned to overtime and additional time trips shall be paid at the appropriate hourly rate for all time spent in driving and in waiting for the group except in the

instances of overnight trips. During "waiting time" on a trip employees may not perform personal business. Employees may to go to the restroom, get a meal, use an ATM, and in inclement weather drivers may seek shelter with heat or air conditioning, but must remain within the proximity of their assignment.

607.8 "Charging" Overtime

As used in Section 607, "charged" is an indication of time counted as if the "overtime" assigned had actually been worked. Thus, when reference is made to "hours noted against his/her name," it includes both paid and hours charged.

608 Additional Time

608.1 Definition: For purposes of this Section, "Additional Time" shall mean all driving assignments performed by a regular driver other than his/her regular daily schedule and overtime trips as defined in Section 607.3. Additional Time may include, but is not limited to activity runs, work programs, sports competition, band competition, and other jobs that provide additional work time.

Makeup of Additional Time Lists: There shall be two additional time lists maintained. Both lists will include additional time assignments. The first list will be for trips where 10 or more passengers are expected to ride in the vehicle. The second list will be for trips where between seven (7) and nine (9) passengers are expected to ride the vehicle and where a van can be used.

608.2 Signing up for Additional Time Work

It is the expectation that drivers who sign up for the list reasonably intend to accept assignments when offered. Voluntary sign-up for the additional time lists will occur on the same day that runs are selected. Eligibility to sign up is limited to regular drivers. Employees who later become eligible may sign up for the Additional Time list, but will be charged with the highest hours as of that date. Such employees have five (5) work days to sign up for the Additional Time list.

The first distribution of additional time for trips that begin on or after the first day of public school will be made on seniority basis.

608.3 Assignment of Additional Time Work

Additional time shall be on a voluntary basis except as otherwise provided in this Section and shall be divided as equally as possible among the regular drivers who volunteer on each list. A list of regular drivers who have volunteered for additional time and the hours they have worked shall be posted on the Union bulletin board and a copy furnished to the Shop Steward every two-(2) weeks. The Shop Steward may inspect the time cards of regular drivers

for purposes of verifying the accuracy of the list.

Additional time work shall be distributed as equally as possible among the regular drivers and assigned as far in advance as possible. Whenever additional work becomes available it shall be offered to the regular driver with the least number of additional time hours noted against his/her name on the appropriate list. If he/she declines the offer or is absent, it shall be made to the regular driver with the next smallest number of additional time hours so noted, and so on until either (1) a regular driver accepts the offer or (2) all regular drivers therein have declined.

Substitute drivers, if available, will be assigned to the regular driver's schedule when athletic or class trips are requested. Any additional time is only available to permanent drivers.

No other employee of the District other than regular drivers shall be assigned to drive a school bus or school vans, subject to occupancy provision of Section 202.2 on any athletic or class trip, except in an emergency.

608.4 Declining Additional Time Work:

All regular bus drivers or van drivers who turn down additional time work shall be charged. Drivers who decline an overnight trip shall not be charged. All regular bus or van drivers not available due to any leave will also be charged. Any driver who fails to answer an attempt by the Transportation Office to contact said driver by communication device within fifteen (15) minutes shall be considered unavailable and shall be charged.

If all additional time drivers decline the additional time, it shall be performed by the regular bus or van driver with the least seniority on the appropriate additional time list.

608.5 Calculation of Additional Time Work:

All hours of additional time shall be calculated from the first day of public school. As of that date each year, a new list of volunteers will be posted and the number of hours noted against the name of each regular driver on the list shall be zero (0).

As used in Section 608, "charged" is an indication of time counted as if the "Additional Time" assigned had actually been worked. Thus, when reference is made to "hours noted against his/her name," it includes both paid and hours charged.

608.6 Pay for Waiting Time

Regular drivers assigned additional time trips shall be paid at the appropriate hourly rate for all time spent in driving and in waiting for the group except in the instances of overnight trips.

During "waiting time" on a trip employees may not perform personal business. Employees may to go to the restroom, get a meal, use an ATM, and in inclement weather drivers may seek shelter with heat or air conditioning, but must remain within the proximity of their assignment.

609 Hours of Work

609.1 Minimum and Maximum Work Hours

The minimum work schedule for regular drivers shall be five (5) hours a day, during any day that classes are scheduled to be in session, and three (3) hours per day for summer school provided such activity is held. Assignments of summer school driving shall be based on seniority from a list of volunteers created by June 1st of each year.

The maximum normal work schedule for regular bus drivers cannot exceed eight (8) hours for any combination of posted runs. A normal work schedule includes any regular additional time.

609.2 Late notice of a School Closing

Regular drivers shall receive two (2) hours pay on any regularly scheduled school day on which they report for work at the regularly scheduled times without having been notified at least one (1) hour before starting time of school closing by telephone call, text message, or by district website (district website for inclement weather only). Substitute drivers shall receive one (1) hour reporting pay under such circumstances.

609.3 Saturday, Sunday or Holiday

A minimum of three (3) hours at the appropriate rate shall be paid for work performed on any Saturday, Sunday or holiday, or day worked in the school holiday/vacation period during the school term.

609.4 Lay-Over Time

When an employee is required to lay-over between trips for a period of not more than one (1) hour he/she shall be paid for said lay-over time. The District reserves the right to designate one period in the day as unpaid lunch time.

If a driver on the additional time list is called to cover a noontime run, the period of time from the completion of the noontime run to the start of the afternoon run will be considered lay-

over time and the driver paid for such time if it does not exceed 45 minutes. Otherwise, the Employee must punch out and then punch in at the appropriate afternoon run start time.

609.5 Non-Public/Charter School Runs

All drivers who have a non-public and/or charter school as part of their daily schedule shall be required to work on all days the non-public and/or charter schools are in session and shall be guaranteed five (5) hours per day. Any assignment given which begins an hour or more beyond the normal punch out time will be considered as extra time.

Drivers shall report at their normal scheduled starting times (a.m. & p.m.) even if the driver only has all or a part of an a.m. or p.m. run.

609.6 Early Dismissal

If a driver is called in to work because of an early dismissal at a school(s), the driver will receive a minimum of one (1) hour's pay in all cases where the early dismissal run necessitates a separate punch in or punch out.

609.7

The District will not develop a normal schedule with less than a thirty (30) minute break between the end of a noontime run and the start of the afternoon run. If the time is of necessity less than thirty (30) minutes the schedule will show no break and the driver will be paid straight through. This provision does not apply to occasional abnormal occurrence.

609.8 Virtual Day

Drivers shall receive five (5) hours of straight time for completing tasks assigned by the supervisor on the virtual day. Any driver not completing assigned work must use a paid day or take the day without day.

610 Training of Drivers

610.1

Driver training shall be conducted according to the following procedures and all regulations of the Pennsylvania Department of Transportation and the Pennsylvania Department of Education.

610.2

Any regular bus driver may volunteer to serve as a driver-trainer or third party tester. Assignment of volunteer drivers shall be determined following an interview process and chosen

for their integrity, knowledge and commitment to District policies and State regulations, and interpersonal skills. The District will select driver-trainers from this volunteer list. If a volunteer is not selected he/she will be supplied with a written statement from the Transportation Coordinator clearly indicating the reasons for the non-selection.

610.3

All training shall be accomplished by a fully certified driver-trainer and shall meet the standards set forth by the Pennsylvania Departments of Transportation and Education.

700 BENEFITS

701 Holidays

701.1a

Regular drivers who work the full scheduled work day before and the full scheduled work day after the following holidays shall be granted holiday pay at the rates then in effect:

Labor Day
Martin Luther King Day
Thanksgiving Day
Friday after Thanksgiving Day
Six (6) days during the Christmas recess
New Year's Day
Holy Thursday
Good Friday
Easter Monday
Memorial Day

701.1b

Regular drivers hired after August 30, 2018 who work the full scheduled work day before and the full scheduled work day after the following holidays shall be granted holiday pay at the rates then in effect:

Labor Day
Thanksgiving Day
Friday after Thanksgiving Day
Christmas Day
New Year's Day
Martin Luther King Day
Holy Thursday
Good Friday
Easter Monday
Memorial Day

701.2

Any driver who is employed in a summertime program that starts on or before July 15th and the driver is scheduled for a minimum of fifteen (15) work days, shall be granted holiday pay for July 4th under the same conditions as stated in Section 701.1.

701.3

In the event a driver is absent from work on the regularly scheduled day before or the regularly scheduled day after the above mentioned holidays because of illness, a medical certificate from a doctor attesting to this illness will be required to receive holiday pay.

701.4

In the event a driver is absent from work on the regularly scheduled day before or the regularly scheduled day after the above mentioned holidays because of a death in the family, where such death is covered under the "Death in Family" Section of this Agreement, he/she shall be paid for the holiday.

701.5

In the event a driver is absent from work on the regularly scheduled day before or the regularly scheduled day after the above mentioned holidays as a result of a pre-approved personal business leave day he/she shall be paid for the holiday. The restrictions of Section 706.3 are applicable to these days.

701.6

New or substitute drivers who move to a regular driver position as a result of the August route bidding, will not be paid for Labor Day.

702 Workshops

Drivers who are required to attend workshops and/or clinics shall not suffer a loss of salary while attending such workshops and/or clinics. If drivers are required to attend workshops and/or clinics while not on duty, they shall be paid their regular hourly rate for the hours spent attending the workshops and/or clinics. On Saturdays, Sundays, or holidays, overtime provisions shall prevail.

703 Health Insurance

703.1 Medical Insurance

All regular drivers, after the completion of the probationary period, shall be entitled to coverage in the medical insurance program of the District, presently offered through the Bucks Montgomery County Schools HealthCare Consortium ("BMCS").

Employees will contribute towards the health and prescription, and vision premiums in accordance with the following schedule:

Plan	7/1/26
BMCS Open Choice 2	10%
BMCS Open Choice 3	3%
BMCS Open Choice4	3%

Eligible employees are entitled to receive the benefit of the employer share of the premium for single, parent/child, and parent/children coverage classifications, if children meet the eligibility requirements.

Employees who are "grandfathered" to receive "parent/children credit" can elect husband/wife coverage under the POS plan and if they do are responsible for the following premium payment for such coverage: The eligible employee shall pay the premium contribution rate based off of the parent/children rate plus the premium difference between the husband/wife rate and the parent/children rate.

Employees not grandfathered above who are electing to take husband/wife coverage will pay the premium contribution rate for single coverage of the elected plan plus the premium difference between the husband/wife rate and the single rate.

Employees electing to take family coverage will pay the premium contribution rate for parent/children coverage plus the premium difference between the family rate and the parent/children rate. Family coverage is available only under the POS plan.

To the extent the District gives any of its other collective bargaining units medical insurance with better plan coverage features than are currently offered to this bargaining unit, the said plan shall be offered to members of this bargaining unit.

703.2 Prescription Drug Coverage

All regular drivers, after completion of their probationary period, shall be entitled to Prescription Drug coverage consistent with the insurance programs indicated in Section 703.1. The Prescription plans attached to the medical plans are as follows:

BMCS Open Choice 2 and RX 5/20/35
BMCS Open Choice 3 and RX 5/35/50
BMCS Open Choice 4 and RX 5/35/50

703.3 Waiver of Benefits

Effective October 1, 1992, in lieu of taking any of the above listed benefits in Section 703 regular drivers shall receive $100/month for individual; $200 per month for parent and

child(ren). To receive credit for a month the regular driver must work one day more than one-half the scheduled work days in a given month.

Regular Drivers who waive health benefit coverage must annually supply the District with documentation that he/she has coverage in a medical insurance plan.

Regular Drivers who have waived health benefits will not be able to re-enroll or newly enroll except during the annual "open enrollment" period. The District may permit an employee to re-enroll or enroll at other times during the year due to loss of alternative medical coverage or other emergency circumstances subject to the limitations imposed by the medical insurance plan or carrier. A statement of health is required for any employee who wishes to re-enroll or newly enroll.

The waiver of health benefits offered in this section shall not be available to husbands and wives employed by the District.

704 Weekly Income Insurance

704.1

After the 30th day of sickness or accident for which an employee is not eligible for benefits under Workers' Compensation or after the expiration of sick leave, whichever is later, each regular driver who has completed his /her probationary period shall be eligible to receive $300 per week during the normal work year (September through June).

Benefits under this section are subject to the limitations of the Master Agreement between the District and its insurance carrier and become effective September 1, 2010. Premiums for such coverage shall be paid for by the employees through payroll deductions. This change to the weekly income insurance benefit will become effective September 1, 2010.

705 Life Insurance Program

Each regular employee shall be provided with a term life insurance policy, including an accidental death and dismemberment provision in the amount of $25,000.

NOTE: In order to receive the benefits provided in Sections 703, 704, and 705 his/her scheduled work week totals 25 or more hours per week.

706 Leaves

706.1 Personal Illness Leave

Full-time drivers shall be given five (5) days of sick leave on September 1st each year and an additional five (5) days on February 1st of each year.

Full-time drivers hired after August 30, 2018 shall be given four (4) days of sick leave on September 1st of each year and an additional three (3) days on February 1st of each year.

706.1a

All such sick leave unused in a given year shall be accumulated from year to year without limit. Sick leave is prohibited from being used for any reason other than personal illness.

706.1b

Absences in any year in excess of the total accumulated shall be without pay. No employee shall be absent in excess of their available leave time unless on a leave of absence approved by the District.

706.1c

After five (5) work days of consecutive absence, the employee shall automatically supply a doctor's certificate indicating the employee's availability to return to work and the reason for his/her absences. A doctor's certificate indicating an employee's availability to return to work/or the reason for his/her absence, may be requested by the District at any time.

706.1d

If an employee's absence due to illness or injury is prolonged beyond the period of accumulated annual leave, all benefits except benefits in Sections 703, 704 and 705 shall cease during the period of absence and the employee shall be considered on an unpaid leave. Seniority shall continue to accrue during such unpaid leave. After fifty-two (52) weeks of absence the employee shall be required to submit to a physical examination by a physician of the District's choice. If the employee is certified fit, he/she shall return to work. If the employee is not certified fit to return to work, his/her service with the District shall be terminated.

Within one (1) year of termination, the employee has the right to reapply, if certified fit, for a driver position with the District. If rehired, seniority accrued as of the date of termination will be reinstated.

706.1e Personal Illness Leave

Employees in a non-pay status who are not on a School District approved leave of absences shall be required to pay back to the School District the full cost of the healthcare premium incurred by the School District for that period of time.

Example: Joe used up his paid leave time prior to February 1st. Joe decides to take a vacation in March for one week. Joe's time is unpaid for that week and a vacation is not approved. Joe will be responsible for the entire cost of the healthcare premium for 5 days. That amount is calculated by taking the monthly premium cost – employer and employee share and determining the per diem amount.

Payment may be by means of payroll deduction or direct payment where the employee is not receiving a paycheck.

This provision does not replace disciplinary procedures for the unapproved leave, where warranted.

706.1f All employees must exhaust accumulated sick leave days before requesting sick days without pay. Unpaid days must be approved by the School District with appropriate documentation.

706.1f Severance Pay

All accrued, but unused sick leave will be paid to a full-time driver at his/her then current rate upon his/her resignation, retirement, or death. This shall include substitute drivers who, at the time of the signing of this agreement, have served at least three (3) years and worked at least 180 days during their time of employment.

Newly hired full-time drivers, hired after August 30, 2018, will be paid severance pay based on accrued but unused sick leave based upon the following schedule:

a. After five (5) years of employment, 50% of the driver's then current hourly rate.

b. After ten (10) years of employment, 75% of the driver's then current hourly rate.

c. After fifteen (15) years of employment, 100% of the driver's then current hourly rate.

Sick leave severance due will be deposited into the employee's existing tax sheltered annuity plan as an employer contribution to the account, subject to all applicable IRS regulations.

706.2 Bereavement Leave

Regular drivers shall be granted five (5) consecutive days of absence for a death in the immediate family without loss of salary. The immediate family shall be construed to mean the employee's spouse, father, mother, sister, brother, child, grandparents, grandchild, father-in-law, mother-in-law, brother-in-law, sister-in-law, or son/daughter-in-law. Other close relatives living in the same household shall be considered as part of the immediate family. In the case of death of relatives other than those mentioned above, one (1) day of absence shall be granted without loss of pay. Consecutive days shall be consecutive work days exclusive of Saturday, Sunday, or holidays when the District is closed. Employer may ask for proof of death. Bereavement Leave is to replace lost wages while employee would be scheduled to work during the regular school year.

"Me Too" Provision: Should the Bensalem School District agrees in any other Collective Bargaining Agreement to add "step" family members in the Bereavement categories, this

agreement shall be altered to include same.

706.3 Personal Business Leave

706.3a

Personal Business Leave days, with pay, will be granted upon twenty-four (24) hour prior notification, except in emergencies, to drivers who would not be able to conduct such personal affairs after work hours. Leave will be granted for the following reasons:

a. Property settlement
b. Movement of household goods to newly established residence
c. Court appearance
d. Graduation day of member of employee's immediate family
e. Serious personal business
f. Unpaid Holidays, snow days or school in-service days

706.3b

(1) Regular drivers hired on or before August 30, 2018 will receive four (4) personal business days in each school year. Regular drivers who exceed eleven (11) full days absences excluding personal business days, jury duty, death leave, and long-term illnesses (documented illnesses that exceed five (5) consecutive work days) will lose two (2) personal business days in the next school year.

(2) Regular drivers hired after August 30, 2018 will receive two (2) personal business days in each year. Upon their fifth anniversary of employment, employees will receive an additional two (2) personal business days in each School year, for a total of four (4) personal business days in each School year.

All Employees who have a positive sick leave balance at the end of the school year shall not have sick leave days counted in the above calculations. All days are prorated.

706.3c

Employees must exhaust personal business days before requesting personal business days without pay.

706.3d Payout of Unused Personal Days

Unused personal business days will be paid at the end of each school year at the driver's then current rate. Payment will be made by August 1st of each year.

706.3e

When schools are closed by administrative action due to inclement weather, an employee may ask to use a personal business day provided that the employee makes such requests within five (5) working days.

706.3f

Personal Business leaves shall not be granted to more than 5% of the regular bus drivers on any given day.

706.4 Court Appearance

All drivers who, in connection with the performance of their duty, and at the request of the Board, are required to appear in court or at any hearing before a magistrate, a justice of the peace, or before a state body, in connection with an accident or matters affecting the operation of a school bus, shall be paid at their regular rate for the time spent in such duties.

706.5 Jury Duty

All regular employees who are called to serve on juries shall be continued at full salary for the period of jury duty. The employee shall remit all jury pay to the District.

706.6 Disability Leave

706.6a Definition -- Disability Leave of Absence

Any period or periods in excess of ten (10) days of time during which an employee is disabled as certified by an attending physician.

706.6b

Employees shall be entitled to use any or all sick leave set forth in section 706.1 of this policy and continue employment after the expiration of sick leave as outlined in sub section 706.1d. Medical verification of absences shall be required.

706.6c

Employees are required to provide the District with a minimum of thirty (30) days advance notice prior to commencement of a disability leave unless due to the nature of the leave such notice is not possible.

706.6d

During the period of the leave the District shall reserve the right to request a physician's statement as to the current condition and the prognosis for recovery. The District also reserves the right to require the employee to submit to a physical and/or mental evaluation by a physician of its choice. The cost of such evaluation shall be borne by the District.

706.6e

Employees are required to provide the District with minimum of ten-(10) day's notice prior to return to work. In addition, the employee must submit a statement from his/her physician indicating that he/she is fit to work prior to returning to active work.

706.6f

In the event the employee returns to work he/she shall return to the same position held prior to the leave if the position exists, or to a substantially equivalent position.

706.6g

The employee shall retain all salary schedule and seniority rights to which he/she was entitled before the leave was effective.

706.7 Childrearing Leave

706.7a Definition -- Childrearing Leave

That period of time during which an employee may be absent caring for the needs of a dependent child. Childrearing leave may include the care of an adopted child.

706.7b

Childrearing leave shall be without pay or benefits. Employees may continue enrollment in the District's group health insurance programs at their own expense through arrangements with the District's Human Resources Department if eligible for such coverage.

706.7c

While on childrearing leave the employee shall accrue service credit for seniority purposes.

706.7d

Childrearing leave shall commence at the conclusion of the pregnancy related disability period following the birth of the child and shall terminate at the end of the first semester (January/February) or at the start of a new school year whichever occurs first.

706.7e

Extensions of childrearing leave shall be granted upon written request of the employee on a semester by semester basis to a maximum of three semesters beyond the original leave. All such extensions shall terminate at the end of the first semester (January/February) or at the start of a new school year, whichever occurs first.

706.7f

An employee shall request reinstatement to active duty or request an extension of

childrearing leave for another semester subject to the maximum limits stated above by filing the proper district form with the Human Resources Department at least ten (10) work days before the termination date of the leave.

706.7g

Employees on childrearing leave may be allowed to terminate leave and return to duty at other than the standard times listed above. All such requests must be in writing to the Director of Human Resources at least ten (10) work days prior to the requested return date.

706.7h

At the conclusion of the childrearing leave the employee shall be returned to the same position he/she held at the commencement of the leave, if the position exists.

706.8 Workers' Compensation

706.8a

All employees who are absent from their duties because of injury received in the performance of their duties shall be entitled to the appropriate benefits under the Pennsylvania Workers' Compensation laws. The Board of School Directors may at any time during this period of injury, require the injured employee to submit to a physical examination by the doctor of its selection.

After fifty-two (52) weeks of absence, the employee shall be required to submit to a physical examination by a physician of the District's choice. If the employee is certified fit, he/she shall return to work. If the employee is not certified fit to return to work, his/her service with the District shall be terminated.

Within one (1) year of termination the employee has the right to reapply, if certified fit, for a driver position with the District. If rehired, seniority accrued as of the date of termination will be reinstated.

Employees injured on the job are required by Workers Compensation statutes to report such incident to the VMC and District office as soon as possible.

706.8b

An employee who is out of work because of a work related illness or injury may request to use sick days. Payment of sick days charged is limited to the difference between Workers' Compensation received and regular pay. In such a case, the sick leave utilized will be deducted from accumulated leave on a pro rata basis.

The District has the right, but not the obligation, to assign an employee who is on Workers' Compensation and not able to drive a bus or van to a temporary position.

The temporary assignment can be made only if the specific work assigned has been approved by the District's physician and after consultation among the District, the Chief Steward, and the employee.

706.9 Board Approved Leaves of Absences

Employees on School Board approved leaves of absences without pay or benefits shall be terminated if he/she is not certified fit, and does not return to work after fifty-two (52) weeks of leave.

Within one (1) year of termination, the employee has the right to reapply, if certified fit, for a driver position with the District. If rehired, seniority accrued as of the date of termination will be reinstated.

800 SENIORITY, LAYOFF, RECLASSIFICATIONS AND BIDDING PROCEDURES

801 Seniority

801.1

Seniority is defined as the length of a bus driver's continuous actual service within the bargaining unit. Seniority shall accrue from the day that a regular bus driver is hired. When multiple hiring occurs on the same date, seniority will be determined by the earliest date on necessary credentials required by law and the Bensalem School District. All items being equal, a lottery shall be held to determine the order of seniority of those employees.

801.2

Substitute drivers shall accrue seniority on the same seniority list. Their seniority shall govern in the event of layoff or reclassifications and recall as well as in connection with the opportunity to fill available full-time positions. Substitute drivers shall accrue seniority from the date of hire with all necessary credentials required by law and the Bensalem Township School District.

If a substitute driver accepts a full-time position he/she shall carry with him/her fifty percent (50%) of his/her accrued seniority.

801.3

If a substitute driver works up to a maximum of twenty (20) days in a school year, that individual shall be credited with two-(2) month's seniority. Any substitute working in excess of twenty (20) days in a school year shall be credited with six-(6) month's seniority. To retain a position as a substitute bus driver an individual must have on file in the Transportation Office all valid credentials necessary to legally perform as a school bus driver. It is the responsibility of the substitute bus driver to update this information by September Ist of each year. Non-compliance shall result in termination. The seniority of each driver shall be updated prior to June 30th of each year.

801.4

Nothing herein shall be deemed to prevent the District from adding runs for regular drivers even though it may result in the loss of work or jobs for substitute drivers subject to the District's obligation to fill such positions as they are created in accordance with the provisions of this Article.

801.5

The employee may, with District approval, transfer from a regular driver's position to a substitute position. In such event, the employee shall carry with him/her
his/her accrued seniority in his/her new position, e.g. if a regular driver with ten (10) years seniority transfers, with District approval, to a substitute position for two (2) years, his/her records shall continue to reflect his/her then accrued seniority as a regular driver plus the additional seniority accrued in his/her new position. If he/she returns to his/her former position as a regular driver he/she would return with eleven (11) years seniority, i.e. his/her accrued seniority as a regular driver plus fifty percent (50%) of his/her accrued seniority as a substitute driver.

801.6

Seniority is defined as the length of a van driver's continuous actual service as
a van driver. Seniority shall accrue from the day of hire. When two or more van drivers begin work on the same date, a lottery shall be held to determine the order of seniority of those employees. The order of the lottery will appear on the official seniority list for van drivers.

801.7

In the event there are no regular bus driver positions available for bid, a regular bus driver, who then must bid for a van driver position or substitute bus driver status, shall continue to accrue seniority on the regular bus driver list. It is anticipated that van driver positions may be voluntarily filled from among qualified licensed bus drivers presently employed by the District. In that regard, any bus driver accepting such assignment will accrue seniority on the substitute seniority list.

801.8

If it is necessary to fill any van driver position(s) by newly hired person(s), not qualified as a bus driver, a separate seniority list shall be maintained for those persons. If said person(s) subsequently qualify as a bus driver, they will be placed on the substitute seniority list effective as of the date of their qualification. In the event of layoff, qualified licensed drivers shall have seniority over van drivers not qualified as bus drivers.

801.9 An employee shall lose seniority if he/she:

801.9a

Voluntarily leaves the employ of the School District.

801.9b

If discharged for just and sufficient reason.

801.9c

If transferred to another department by his/her own request, or is permanently transferred by the Board of School Directors because of his/her health or physical condition.

801.9d

An employee who leaves the bargaining unit (i.e., promotion or lateral move) shall retain their seniority for forty-five (45) calendar days. If the employee does not return to a bargaining unit position within the forty-five (45) calendar days they shall lose all seniority in the bargaining unit. If the employee is rehired in the bargaining unit their classification seniority shall re start at zero.

802 Layoffs/Reclassifications

802.1 ("Layoff/Minimum Staffing")

During the term of the Collective Bargaining Agreement, there shall be no layoff of regular drivers. In addition, at no time shall the number of regular drivers fall below 86 such positions.

802.2

If necessary, after expiration, employees shall be laid off or reclassified in reverse order of their seniority and shall be rehired or restored to that prior classification in the order of their seniority. In the event of a reduction in force, the Assistant Shop Steward and Shop Steward shall be the last employees laid off in that order.

803 Bidding Procedure

803.1

All runs for regular drivers and van drivers shall be open for bidding from one seniority list for the August bid, only by those drivers who have presented copies of their licenses and medical certificates, unless they are already on file. Regular bus drivers shall have the opportunity to bid for a bus or van route. Van drivers shall only be able to bid on van routes. The date of this bidding will be communicated to the Union after the calendars for Bensalem School District and School Lane Charter for the following school year has been approved. No later than the end of the first week in January, schedules shall be posted two weeks in advance of the bidding. All schedules shall show the schedule number, schools served, lunchtime, if applicable,

a.m. or p.m. reporting time and approximate finish times. All shuttle runs know at the time of bidding shall be indicated on the schedules with an indication that start and stop times may be altered. Drivers who cannot be present on the day of bidding shall with written notice to the Transportation Coordinator assign the Coordinator or another driver to serve as his/her proxy. Any driver who fails to bid in the prescribed manner shall be assigned to a remaining schedule when bidding is completed

803.1a

In order to participate in the bidding process, any employee who is absent on extended medical leave or workers' compensation shall be required to present a current medical clearance indicating that the employee is medically able to return to full duty as of the date of the bid. Such a driver shall be assigned to a remaining schedule consistent with Section 706.6f.

803.2

When schedules have been selected, no driver will be assigned to drive another driver's schedule more than fifteen (15) times in a regular work year. Exceptions to this provision must have the common consent of the driver and the Transportation Coordinator.

803.3

If a vacancy for a regular driver occurs during the school year, it shall be posted for bid by the other regular drivers in order of seniority. The vacancy shall be posted for three (3) working days. Drivers who are absent assume the responsibility of becoming aware of posted positions, and to post within the prescribed time limits for desired positions. The secondary vacancy created by the filling of the original position by transfer, shall also be posted for bid as outlined previously. This procedure shall continue until such time as a five (5) hour run is left vacant at which time that vacancy shall be filled in accordance with 803.7. If the position is not filled by a substitute driver, the District has the right to a new hire.

803.4 No Pyramiding of Additional Runs bids

If additional runs are required after the bidding procedures are completed, the additional run shall be posted for bid to regular drivers who are available for such assignment. The additional run will be awarded to the most senior available bidder. No driver shall be awarded a further additional run bid until the full rotation of seniority list has been met. When the additional run bid has been completed in its entirety the driver shall be eligible for another additional run bid. If a bid is voluntarily turned back by the awarded bidder they shall be required to wait until the full rotation of the seniority list has been met to bid again. If a new bid is posted with at least twenty (20) minutes additional time, the drivers may bid up, but must exchange the original bid (with lesser time), which will then be awarded to the next most senior available bidder for that particular run who does not have a bid. A driver shall not be deemed to be "available" if that would necessitate "giving back" a portion of their existing driving assignment, unless the driver will gain at least twenty (20) minutes per day. An individual driver may choose

to waive payment for the lay-over period in order to be considered available to accept the bid and stay under eight (8) hours per day. The posting will indicate a possible alteration of start and stop times. If there are no bidders, the least senior available driver will be assigned.

803.5

If the time changes on any scheduled route, after the route has been bid, the route sheet shall reflect the change.

803.6

Schedules of absent drivers shall be posted as temporary assignments after twenty-five (25) consecutive days of absence unless there is notice from the driver that he/she will return to work within ten (10) workdays. Schedules will also be posted on a temporary basis when drivers provide the District with a physician's statement indicating that the duration of an absence from work will be in excess of 25 consecutive days. There shall be no charge to additional time against the driver successfully bidding on said temporary opening. At the conclusion of the temporary assignment, the driver shall revert back to his/her original run and the substitute filling that run shall return to the substitute list. It is understood and agreed that only the initial temporary vacancy shall be bid. The secondary vacancy shall be filled by a substitute.

803.7

The District retains all rights on the hiring of drivers to permanent positions regardless of accrued seniority as a substitute or van driver.

900 MISCELLANEOUS PROVISIONS

901 Absences and Lateness

In all cases of absences or lateness, the Transportation Coordinator shall, when possible, be notified at least one (1) hour prior to the driver's assigned starting time. Request to be excused is to be directed to the Transportation Coordinator, who will accept or reject them and determine whether or not there is to be a loss of pay. In no case will excused absences be held against the employee's record without just cause.

902 Proof of Reason of Absence

902.1

The Board of School Directors may, at the discretion of its President, Secretary, or its Administrative Officer who is in direct charge of personnel, require evidence to substantiate the reason for absence. No driver shall be absent from his/her duties for any reason without first giving the Transportation Coordinator adequate notice. In case of detainment after leaving home for work, the employee's first duty is to call the Transportation Coordinator and give notice of detainment.

902.2

Absences for cause other than those mentioned in this Agreement are considered as non-excused absences, the cost of which will be borne by the employee.

903 Function and Duties

903.1

It shall be the duty of all regular, probationary, or substitute drivers to drive on all regularly scheduled trips and assigned emergency trips and all assigned athletic and field trips.

903.2 Function and Duties

All regular, probationary and substitute drivers shall take care of all maintenance of the buses as follows:

a). Sweep the bus daily while it is in the garage area;

* b). Check the gasoline supply daily;
* c). Check the oil daily;
* d). Check the water level daily
* e). Check all light systems daily;
* f). Check tires daily for all unusual wear, cuts, bruises and air pressure;

g). Attend workshops or training sessions as directed;

h). Report all accidents, any bus malfunctions, and any misbehavior of students;

i). File a daily log, special trip reports, and timecards;

j). Perform such other duties in connection with pupil transportation as may be assigned to the driver by the School District;

k). Wash own bus as directed by the Transportation Coordinator.

Note: * denotes this duty is state-mandated and must be performed as part of the fifteen minute pre-trip.

904 Unsafe or Hazardous Conditions

Drivers who discover an unsafe or hazardous condition shall report such condition, in writing, to the administrator of the work location. A report shall be made through the administrative channels to the Board. The Board shall hold the final decision on any action taken. The employee shall be supplied with a written report of any decision reached by the Board.

905 Exceptional Children

905.1

In cases where pupils being transported on buses are of an exceptional classification and when in the opinion of the administration, these boys and girls are unable to cope with the ordinary driving and behavior patterns of other children, and may by their behavior jeopardize their safety or the safety of others, Aides will be assigned to such busses.

905.2

When, in the opinion of the driver, such a condition exists, the driver shall request, in writing, that the Transportation Committee of the Board review the situation. This Committee shall hear recommendations from all affected parties and render a decision.

905.3

All decisions shall be communicated, in writing, to the drivers.

906 Work Orders

906.1

All work orders shall be submitted in duplicate. Upon receipt of such work order an appropriate garage employee shall initial the work order and return one copy to the driver. When the necessary repairs have been completed, the driver will be notified.

907 Evaluation Procedure

907.1

Evaluative material placed in the personnel file of any driver shall first be discussed with the driver.

907.2

The driver shall be provided with a copy of all evaluative material placed in his/her file.

907.3

The driver shall have the right to enter a rebuttal into his/her personnel file in response to any evaluative materials prepared by the Coordinator.

907.4

Each driver will have the opportunity to examine his/her personnel file upon request. This examination shall be initiated and conducted through arrangements made with the District's Personnel Department.

907.5

During any discussion or hearing regarding the evaluation of a driver's performance the driver may be represented by a Union official.

908 Medical Examinations Applicant Drivers

908.1

Applicant drivers shall take a pre-employment medical examination in the office of the school physician and/or in such places as he/she may direct.

908.2

Drivers shall annually take a medical examination as prescribed by the Commonwealth. They shall also submit to any other examination requested by the Board of School Directors.

908.3

The cost of all medical examinations required by the Commonwealth or the Board of School Directors shall be borne by the School District.

909 Longevity Bonus

Annually after the close of each school year covered by this contract and prior to September 1st regular bus drivers and van drivers shall be paid a longevity bonus as determined by the following schedule:

Longevity Bonus

Length of Service	**Bus Driver**
After 10 full years of continuous service	$150.00
After 15 full years of continuous service	$175.00
After 20 full years of continuous service	$200.00
After 25 full years of continuous service	$250.00

	Van Driver
After 10 full years of continuous service	$150.00
After 15 full years of continuous service	$175.00
After 20 full years of continuous service	$200.00
After 25 full years of continuous service	$250.00

910 Shop Steward Training

The Union shall notify the Employer in writing of all designated Shop Stewards. Shop Stewards shall be granted two (2) days off per Contract year to attend Steward training class, providing written request is submitted to the Employer at least two (2) weeks in advance. The Employer will reimburse two (2) Stewards for scheduled working time lost, up to a maximum of eight (8) hours straight-time pay per day, a maximum of two (2) days per Contract year.

911 Direct Deposit

The parties agree that compensation shall be paid via direct deposit.

1000 SAVING CLAUSE

If any provision of this Agreement is, or shall at any time be, contrary to law, then such provision shall not be applicable, performed, or enforced. In such event, all other provisions of this Agreement shall continue in effect.

1100 DURATION OF AGREEMENT

This Agreement shall be effective from, **July 1, 2026** through **June 30, 2027** and shall continue from year to year thereafter until either party hereto shall give to the other party sixty (60) days written notice of its intention to modify at the end of the then current year.

SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 32BJ, DISTRICT 1201

By: Daisy Cruz
Daisy Cruz District Leader

9/11/2026
Date

By: Christina Chang
Christina Chang

9/10/26
Date

By:

BOARD OF SCHOOL DIRECTORS
BENSALEM SCHOOL DISTRICT

By: Dr. Deborah King
Deborah King, BOARD PRESIDENT

9-23-26
Date

By: Carolyn Riley
Carolyn Riley, Board Secretary

9-23-26
Date

By: Shawn E. Mark

Co-Shop Steward

BY: _____

Co-Shop Steward

9/28/2026

Date

Shawn Mark, Director of Human Resources

9/24/26

Date

By: _____

John Steffy, Director of Business Operations

9/24/2026

Date

MEMORANDUM OF AGREEMENT
BETWEEN
SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL 32BJ
AND
BENSALEM TOWNSHIP SCHOOL DISTRICT

THIS MEMORANDUM OF AGREEMENT is entered into by and between the Bensalem Township School District (hereinafter referred to as the "Employer") and the Service Employees International Union 32 BJ (hereinafter referred to as the "Union") for itself and acting on behalf of the bus and van drivers of the Bensalem Township School District (hereinafter referred to as the "Employees").

WHEREAS the Employer and the Union have entered into a Collective Bargaining Agreement dated July 1, 2026 and effective through June 30, 2027 (hereafter "Agreement")

WHEREAS the Employer and Union agree there is national driver shortage and the Employer needs to attract new hires

THEREFORE the Employer and Union agree as follows:

1) This MOA shall not replace any other signed MOA.

2) All bus/CDL drivers hired from July 1, 2026 to June 30, 2027, shall start on Step 4 (92.5% of the Level II rate)

3) All bus/CDL drivers hired before July 1, 2026 who started at Step 4 due to previous agreements shall move to Step 5 based on their hire date. Example, an employee with

a hire date of September 1, 2023 shall remain at Step 4 until July 1, 2027 at which time the employee shall be moved to Step 5.

4) The Union and Employer agree that this MOA shall be in effect from July 1 2026 to June 30, 2027.

This agreement is final and binding and may not be altered unless both parties execute a written modification to it. All other provisions of the Collective Bargaining Agreement shall remain in effect. Intending to be legally bound, the parties affix their signatures below:

SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL 32BJ

BY: _____

BY: Daisy Cruz

DATED: 9/11/26

BENSALEM TOWNSHIP SCHOOL DISTRICT

BY: Dr. Deborah King

BY: Carolyn Riley, Secretary

9/23/26

Replace Tier XI last 3 years with the following schedule

Retroactively set salary for B Hall and T Slowe to 56,722 annually effective 1/1/2026

	26-27	27-28	28-29		
1-0	55,604	56,160	56,722		
2-1	56,160	56,722	57,289		
3-2	56,722	57,289	57,862		
4-3	57,289	57,862	58,440		27.27
5-4	57,862	58,440	59,025		56721.6
6-5	58,440	59,025	59,615		
7-6	59,025	59,615	60,211		
8-7	59,615	60,211	60,813		