Regular Meeting

Monday, November 16, 2026 7:00 PM
Jersey Shore Area School District Administration Building, 175 A&P Drive, Jersey Shore, PA 17740

1. **Opening**

1.A. **Call To Order**

1.B. **Roll Call**

1.C. **Pledge of Allegiance**

1.C.1. Led by Lydia Gallagher and Kody Sessamen representing the 6th Grade from the Jersey Shore Area Middle School.

2. **Approvals**

2.A. **Minutes**

2.A.1. October 12, 2026 Regular Board Meeting Minutes (Attachment)

2.A.2. October 26, 2026 Regular Board Meeting Minutes (Attachment)

2.B. **Treasurer's Report**

2.B.1. October 2026 Treasurer Report (Attachment)

2.B.2. October 2026 Investment Report (Attachment)

2.C. **Approval of Bills**

2.C.1. October 2026 Disbursement Summary (Attachments)

3. **Presentations**

3.A. **Communications**

3.B. **President's Report**

3.B.1. Interviews will be held for the vacancy of the Jersey Shore Area School District, Region 3 School Board Member seat.

3.C. **Board Representative/Committee Reports**

3.D. **Student Representative Report**

3.E. **Superintendent's Report**

3.E.1. Highlight PCCD Funding - Dr. Laura Osenbach (Attachment)

4. **Courtesy of the Floor**

4.A. **Public Comment on Agenda Items**

5. **Unfinished Business**

5.A. **Unfinished Business Items**

5.A.1. Salladasburg Subdivision

6. **Personnel**

6.A. **Personnel Items**

6.A.1. An appointment of Bailey Johnson to a Special Education Emotional and Autistic Support Teacher at the Jersey Shore Area Middle School, Masters Step 8 of the current JSAEA teacher contract, ($72,017.00), prorated for the 2026-2027 school year, effective January 18, 2027, or upon release from the current employer.

6.A.2. An update of the Co-Curricular Positions and Stipends List for the 2026-2027 school year to include the following: (Attachment)

Name	Position	Stipend
Haley Enders	Mentor for New Teacher to District with Completed Induction	$312.00

6.A.3. Appointment of Colin Killion to a Groundskeeper position, effective November 17, 2026, $18.18 per hour, Step C10 of the AFSCME contract. Pesticide Applicator Certification is required within one year of hire date. Upon completion of the Pesticide Applicator Certification, he will be paid a $0.50 per hour stipend, pending clearances

6.A.4. Appointment of Brent Weidler to a Maintenance position, effective November 23, 2026, $23.31 per hour, Step M 3 of the AFSCME contract, pending clearances.

6.A.5. Appointment of Connor Griffin to an Assistant Baseball Coach position at a stipend of $2,520.00, (Level 1 of the Coaches' Salary Matrix), effective the 2026–2027 season.

6.A.6. An update to the appointment of Robert Rook as a paid Auxiliary Staff member for the sports program, to reflect an effective date of August 1, 2026.

6.A.7. An employment contract between Robert Rook and Jersey Shore Area School District, regarding an extracurricular exception requirement per the Public School Employees' Retirement Code. (Attachment)

6.A.8. An update to the position and stipend for Haley Enders to reflect a full position as an Assistant Bocce Ball Coach at a full stipend of $1,335.00, effective the 2026-2027 school year.

6.A.9. Accepting a letter of resignation from Patricia Hess, Co-Assistant Bocce Ball Coach, effective October 28, 2026.

6.A.10. Accepting a letter of resignation from Dakota Gardner, Custodian, effective November 12, 2026.

6.A.11. A medical sabbatical for employee # 2026-27-09, December 1, 2026, through to the end of the 2026-2027 school year.

7. **Curriculum and Instruction**

7.A. **Curriculum and Instruction Items**

8. **Building and Grounds**

8.A. **Building and Grounds Items**

8.A.1. The moving forward with the 3 subdivisions of the Salladasburg property.

9. **Finance**

9.A. **Finance Items**

9.A.1. Administration to conduct business and pay appropriate district invoices for November and December with confirmation at the second January board meeting.

9.A.2. A renewal of a Software Maintenance Agreement with Infocon, at a rate of $317.84 a month, effective January 1, 2027, through June 30, 2027. (Attachment)

9.A.3. A budget transfer of $27,709.00 from the Contingency Fund, #10-5900-840, to numerous accounts for the purpose of funding the athletic sport of swimming.

9.A.4. A budget transfer of $117.12 from General Supplies, #1100-610, to Learning Support Books, #1200-640, for the purpose of being overdrawn.

10. **Miscellaneous**

10.A. **Miscellaneous Items**

10.A.1. An engagement agreement between the Jersey Shore Area School District and Frantz Law Group, APLC; Dillon McCandless King Coulter & Graham, LLP; and the Levin Legal Group, P.C. for the purpose to provide legal services in connection with claims for damages associated with social media litigation. Fees include 2% of any monetary settlement or recovery that attorneys obtain for client. (Attachment)

10.A.2. An agreement between LearnWell and the Jersey Shore Area School District for educational services for students while having inpatient care at a rate of $54.60 per hour, effective October 26, 2026. (Attachment)

10.A.3. The administration to place the following CTE equipment for decommissioning and to list decommissioned items for sale on Municibid.com, if no bids are received, items will be disposed of: (Attachment)

GMI Technical Workstation (1 set of drawers, 1 cabinet)
GMI Technical Workstation (2 sets of drawers, 2 cabinets)
GMI Technical Workstation (1 set of drawers, 3 cabinets)

10.A.4. A donation of 134 chairs by Bucknell University for the benefit of the Jersey Shore Area School District. (Attachments)

10.A.5. A donation of student and teacher supplies with an estimated value of $169.50, by Blaise Alexander Subaru for the

benefit of the Jersey Shore Area Middle School. (Attachment)

10.A.6. A donation of $300.00, by the Wrestling Booster Club for the purpose to pay for half the cost of the winch for the wrestling mat lat. (Attachment)

10.A.7. Statement of Rights and Waiver of Hearing for student #26-27-02 dated November 4, 2026.

10.A.8. **The following policies at first read:**
(Attachments)
Policy 008-Organizational Chart
Policy 218.4-Aggressive Physical Behavior
Policy 707-Use of School Facilities

10.A.9. **The following policies at second read:**
(Attachments)
Policy 249-Bullying/Cyberbulling
Policy 704-Maintenance
Policy 805.2-School Security Personnel

10.A.10. Accepting a letter of resignation from Jessie Edwards, Region 3 School Board Director and IU 17 Committee Representative, effective November 2, 2026.

10.A.11. The election of _____, as a new Region 3 member of the Jersey Shore Area School District Board of Directors.

11. **Courtesy of the Floor**

11.A. **Public Comment on Items Not on the Agenda**

12. **Adjournment**

12.A. **Adjourn Meeting**

Regular Meeting-Draft
Monday, October 12, 2026, 7:00 PM
Eastern

Jersey Shore Area School District
Administration Building
175 A&P Drive
Jersey Shore, PA 17740

1. Opening

1.A. Call To Order

The meeting was called to order at 7:14 p.m.

1.B. Roll Call

Members Present: Craig Allen, Harry Brungard, Jessie Edwards, Tim McDonnell, Cheri Peters, Bill Pfirman, Mary Thomas, Neihl Williamson and Michelle Stemler**.** All Members Present.

1.C. Pledge of Allegiance

1.C.1. Led by Brinley Armbruster and Parker Enders representing the 4th grade from the Jersey Shore Area Elementary School.

2. Presentations

2.A. Communications

None

2.B. President's Report

Mrs. Stemler made the public aware that an executive session was held at 5:45 p.m. to discuss personnel and legal matters.

2.C. Board Representative/Committee Reports

Mrs. Thomas on behalf of the Policy Committee made the announcement that a meeting will be taking place this week.

2.D. Student Representative Report

None

2.E. Superintendent's Report

None

Dr. Ulmer recognized Jessie Edwards, Board Member, for her 5 years of service to the district.

Dr. Ulmer touched on the point that we have no candidates for the swim coach position with the season starting mid-November. They are looking into two different co-op options.

2.E.1. Board Member Recognition

2.E.2. Highlight Homebound Instruction

2.E.3. HS Drama Director-Drama Production Job Description

2.E.4. **Updated Board Policies:**

Policy 249-Bullying/Cyberbullying
Policy 704-Maintenance
Policy 805.2-School Security Personnel

3. **Courtesy of the Floor**

3.A. **Public Comment on Agenda Items**
None

4. **Unfinished Business**

4.A. **Unfinished Business Items**
None

5. **Personnel**

5.A. **Personnel Items**

Motion by Tim McDonnell and seconded by Neihl Williamson to approve the following Personnel Items:

5.A.1. Accepting a letter of resignation from Jennifer Ross, Special Education Paraprofessional, effective October 6, 2026.

5.A.2. Transfer of Dennis Huffnagle from a part-time Event Staff position to a part-time Head Security Guard position at $18.36 per hour, effective October 13, 2026.

5.A.3. Appointment of Matthew O'Brien to an Assistant Varsity Girl's Basketball Coach position at a stipend of $4,672.00, (Level 5 of the coaches' salary matrix), effective the 2026-2027 school year.

5.A.4. An update of the Co-Curricular Positions and Stipends List for the 2026-2027 school year to include the following:

Name	Position	Stipend
Makayla Eiswerth	MS SAP Team Member	$416.00
Kathryn Strouse	MS SAP Team Member	$416.00

5.A.5. Sasha Eiswerth as a Van Driver for Mardens Inc.

5.A.6. Cheryl Overdorf as an Aide for Mardens Inc.

5.A.7. Elizabeth Reshetar as an Aide for Mardens Inc.

5.A.8. Kelly Latimer as an Aide for Mardens Inc.

5.A.9. Craig Coder as a bus driver for Marden's Inc.

5.A.10. An FMLA extension from October 14, 2026, through November 10, 2026 (approximately) for employee 2026-27-06.

5.A.11. The following job descriptions:

Building & Grounds and Purchasing Secretary
Transportation and Operations Secretary

The vote was as follows: Craig Allen: Yea, Harry Brungard: Yea, Jessie Edwards: Yea, Tim McDonnell: Yea, Cheri Peters: Yea, Bill Pfirman: Yea, Michelle Stemler: Yea, Mary Thomas: Yea, Neihl Williamson: Yea
Yea: 9, Nay: 0

Motion Carried

6. **Curriculum and Instruction**

6.A. **Curriculum and Instruction Items**

None

7. **Building and Grounds**

7.A. **Building and Grounds Items**

Motion by Harry Brungard and seconded by Neihl Williamson to approve the following Building and Grounds Items with Item 7.A.1. being paid for with 2024 GOB funds:

7.A.1. Hunt Proposal at a cost of $34,600.00.

The vote was as follows: Mary Thomas: Nay, Craig Allen: Yea, Harry Brungard: Yea, Jessie Edwards: Yea, Tim McDonnell: Yea, Cheri Peters: Yea, Bill Pfirman: Yea, Michelle Stemler: Yea, Neihl Williamson: Yea
Yea: 8, Nay: 1
Mary Thomas: Nay

Motion Carried

8. **Finance**

8.A. **Finance Items**

Motion made by Tim McDonnell and seconded by Harry Brungard to approve the following Finance Items:

8.A.1. Authorization for administration to solicit requests for proposals for school transportation.

8.A.2. A budget transfer of $2,495.00 from MS books, #10-1110-640-000-30-020, to the Contingency Fund, #10-5900-840. eReadiness License was budgeted in two locations.

8.A.3. The Wayfare Sports Floors Invoice #24510 for the remaining work completed to the Middle School gym floor in the amount of $20,288.70. Funds will come from the GOB 2025 funds.

The vote was as follows: Craig Allen: Yea, Harry Brungard: Yea, Jessie Edwards: Yea, Tim McDonnell: Yea, Cheri Peters: Yea, Bill Pfirman: Yea, Michelle Stemler: Yea, Mary Thomas: Yea, Neihl Williamson: Yea
Yea: 9, Nay: 0

Motion Carried

9. **Miscellaneous**

9.A. **Miscellaneous Items**

Motion made by Cheri Peters and seconded by Craig Allen to approve the following Miscellaneous Items:

9.A.1. The class of 2029 to hold the 2027-2028 Prom at the Millstone Farm, Mill Hall on May 13, 2028.

9.A.2. An agreement with Henry Dunn, Inc. for ACA reporting services, effective January 1, 2027, through December 31, 2027.

9.A.3. An agreement of Affiliation between Jersey Shore Area School District and Millersville University regarding CSN practicum placement. Terms of this agreement are for 5 years.

9.A.4. A renewal linkage agreement with Skills of Central PA and Jersey Shore Area School District for mobile and site-based psychiatric rehabilitation services.

9.A.5. A donation of $1,390.00, by W&L Nissan for the benefit of the students.

9.A.6. A donation of a wrestling mat light, with an estimated value of $2,500.00, by the Jersey Shore Wrestling Association for the wrestling program.

9.A.7. Board Norms

9.A.8. The following policies at second read:
Policy 102-Academic Standards
Policy 105-Curriculum
Policy 204.1-Virtual Attendance and Wellness Checks
Policy 209-Health Examinations/Screenings
Policy 803-School Calendar
Policy 822-Automated External Defibrillator (AED)/Cardiopulmonary Resuscitation (CPR)

The vote was as follows: Mary Thomas: Nay, Craig Allen: Yea, Harry Brungard: Yea, Jessie Edwards: Yea, Tim McDonnell: Yea, Cheri Peters: Yea, Bill Pfirman: Yea, Michelle Stemler: Yea, Neihl Williamson: Yea
Yea: 8, Nay: 1
Mary Thomas: Nay

Motion Carried

10. **Courtesy of the Floor**

10.A. **Public Comment on Items Not on the Agenda**

None

11. **Adjournment**

11.A. **Adjourn Meeting**

The meeting was adjourned at 7:46 p.m.

Regular Meeting - Draft
Monday, October 26, 2026, 7:00 PM
Eastern

Jersey Shore Area School District
Administration Building
175 A&P Drive
Jersey Shore, PA 17740

1. Opening

1.A. Call To Order

The meeting was called to order at 7:03 p.m.

1.B. Roll Call

Members Present: Cheri Peters, Bill Pfirman, Mary Thomas, Craig Allen, Neihl Williamson and Michelle Stemler. **Members Absent:** Harry Brungard. Present: 8, Absent: 1.

1.C. Pledge of Allegiance

1.C.1.

2. Approvals

2.A. Minutes

Motion by Tim McDonnell and seconded by Bill Pfirman to approve the following Minutes:

2.A.1. September 14, 2026 Regular Board Meeting Minutes

2.A.2. September 28, 2026 Regular Board Meeting Minutes

The vote was as follows: Harry Brungard: Absent, Craig Allen: Yea, Jessie Edwards: Yea, Tim McDonnell: Yea, Cheri Peters: Yea, Bill Pfirman: Yea, Michelle Stemler: Yea, Mary Thomas: Yea, Neihl Williamson: Yea
Yea: 8, Nay: 0, Absent: 1
Motion Carried

2.B. Treasurer's Report

Motion by Cheri Peters and seconded by Tim McDonnell to approve the following Treasurer's Report:

2.B.1. September 2026 Treasurer Report

2.B.2. September 2026 Investment Report

2.B.3. 2026 Quarterly Board Summary Report

The vote was as follows: Harry Brungard: Absent, Craig Allen: Yea, Jessie Edwards: Yea, Tim McDonnell: Yea, Cheri Peters: Yea, Bill Pfirman: Yea, Michelle Stemler: Yea, Mary Thomas: Yea, Neihl Williamson: Yea
Yea: 8, Nay: 0, Absent: 1

Motion Carried

2.C. **Approval of Bills**

Motion by Bill Pfirman and seconded by Tim McDonnell to approve the following Bills:

2.C.1. August 2026 Disbursement Summary

The vote was as follows: Harry Brungard: Absent, Craig Allen: Yea, Jessie Edwards: Yea, Tim McDonnell: Yea, Cheri Peters: Yea, Bill Pfirman: Yea, Michelle Stemler: Yea, Mary Thomas: Yea, Neihl Williamson: Yea
Yea: 8, Nay: 0, Absent: 1

Motion Carried

3. **Presentations**

3.A. **Communications:** None

3.B. **President's Report**

Mrs. Stemler announced that an executive session was held at 5:45 pm for legal and personnel matters.

3.C. **Board Representative/Committee Reports**

Mrs. Thomas made the board aware that the Policy Committee met to discuss the Use of School Facilities policy, which is on for review tonight along with two other policies.

Dr. Ulmer made the board aware of the policies that will be up next for review.

3.D. **Student Representative Report**

Kai Allen, student representative, started with the band highlights. The marching band placed first in competitions at Williamsport, Loyalsock, and Nazareth. They are currently the second placed American Open Cavalcade of Bands and look to place a strong finish to their season the next two weekends at the Cavalcade of Bands Championships.

The golf team won the District IV AAA Championship. Mason Hydrick and Kylie Shaw were District IV Champions.

The high school recently held a career fair. All high school students attended. They then completed a survey after they attended. Roughly 78% of students felt that they had better clarity of career interests and goals and 84% felt that they had better understanding on how to prepare for their chosen occupation.

FBLA went to Waterville's apple festival to help with making apple dumplings with the Volunteer Fire Company alongside Key Club. They made roughly 1,100 apple dumplings. FBLA has scheduled later this fall to go to the Nippenose Valley Village to decorate pumpkins. This will serve as a community service opportunity for the club.
A group of FBLA officers will be going to Kalahari for a state leadership conference.

3.E. **Superintendent's Report**

3.E.1. Update on new building and other information - Magisterial District Judge Denise Dieter

Judge Dieter made the board aware that the county purchased the old Maranatha Church along RTE 220, which is going to be her new location.

Judge Dieter also touched on the Diversionary Program that she created. She looked at every student that went through the program and looked to see if they were reoffending. There are 80% that are not reoffending.

Judge Dieter discussed the topic of truancy hearings. There was a meeting held between Judge Dieter, Dr. Ulmer, Mr. McGregor and Mrs. Lucas. There was discussion of the pros and cons of having truancy hearings in the school buildings. She does like the idea of going to our school buildings on occasion. She would like Mrs. Lucas to be available for those hearings as they can be contentious.

Judge Dieter discussed the truant students leaving a brick-and-mortar school and choosing Cyber Charter School as an alternative. She must choose what is in the best interest of the student to be able to leave a brick-and-mortar school.

Judge Dieter gave an update that, as of the end of September of this year, we met our number of criminal filings at the end of last year. If we keep going at the pace we are going, it will exceed every year that she has been there. It is busy.

3.E.2. Budget Calendar - Ben Enders

3.E.3. Highlight Instructional Time

3.E.4. **Updated Board Policies:**

Policy 008-Organizational Chart
Policy 218.4-Aggressive Physical Behavior
Policy 707-Use of School Facilities

4. **Courtesy of the Floor**

4.A. **Public Comment on Agenda Items:** None

5. **Unfinished Business**

5.A. **Unfinished Business Items**

5.A.1. Salladasburg Subdivision

Dr. Ulmer made the board aware that there was a meeting between Dr. Ulmer, Mark Wall, DEP, the township, Lycoming County Sewer and Water Authority, and Mr. Chris Kenyon. If there was a subdivision with the lot behind the building, the DEP could make requirements on the ballfield property and the building property, despite the lot getting subdivided, has nothing to do with the sewage treatment plant. The only way to avoid the Sewage Maintenance Agreement would be to keep the property intact and not subdivide it. Then you run the risk that the new owner could subdivide the properties and sell them off and us lose that income by not subdividing.

The township selected an escrow account that would maintain the sewage treatment plant to keep it up to code and operational. We would have to make it clear to the potential new owner that they would have to have an escrow account to maintain the sewage treatment plant. The sticking point became with DEP requiring operations and maintenance agreement that would need to be put in place with the new property owner.

The conclusion was to find out what the required amount of the escrow account would be prior to deciding whether to keep the property intact or whether to subdivide. That information would come from the Township.

It was also requested to get an estimate of the properties if they were subdivided and get an estimate of the property if it was totally intact and then compare before deciding on whether to subdivide.

6. **Personnel**

6.A. **Personnel Items**

Motion by Tim McDonnell and seconded by Neihl Williamson to approve the following Personnel Items 6.A.1-6.A.2 and 6.A.4-6.A.7:

6.A.1. Appointment of James Bennett to a Head Baseball Coach position at a stipend of $4,987.50, (Level 4 of the Coaches' Salary Matrix), effective the 2026–2027 season.

6.A.2. Appointment of Patricia Hess to a Head Swim Coach position, at a stipend of $5,377.00, (Level 4 of the coaches' salary matrix), effective the 2026-2027 season.

Motion by Tim McDonnell and seconded by Neihl Williamson to approve the following Personnel Item 6.A.3:

6.A.3. Appointment of Caleb Stemler to an Assistant Swim Coach position, at a stipend of $2,716.80, (Level 1 of the coaches' salary matrix) effective the 2026-2027 season.

The vote was as follows: Harry Brungard: Absent, Michelle Stemler: Abstain (With Conflict), Craig Allen: Yea, Jessie Edwards: Yea, Tim McDonnell: Yea, Cheri Peters: Yea, Bill Pfirman: Yea, Mary Thomas: Yea, Neihl Williamson: Yea
Yea: 7, Nay: 0, Absent: 1, Abstain (With Conflict): 1
Motion Carried

6.A.4. Appointment of Clayton Bob to a Special Education Emotional and Autistic Support Paraprofessional position at Jersey Shore Area Middle School at an annual salary of $22,125.00, prorated for the 2026-2027 school year, effective October 29, 2026.

6.A.5. An update to a letter of resignation from Robert Rook as an Auxiliary Staff member to reflect a resignation date of June 1, 2026.

6.A.6. HS Drama Director-Drama Production Job Description

6.A.7. Childrearing Leave Request from January 19, 2027 (approximately) through February 1, 2027, of the 2026-2027 school year for employee 2026-27-07.

The vote was as follows: Harry Brungard: Absent, Craig Allen: Yea, Jessie Edwards: Yea, Tim McDonnell: Yea, Cheri Peters: Yea, Bill Pfirman: Yea, Michelle Stemler: Yea, Mary Thomas: Yea, Neihl Williamson: Yea
Yea: 8, Nay: 0, Absent: 1

Motion Carried

7. **Curriculum and Instruction**

7.A. **Curriculum and Instruction Items**

Motion by Neihl Williamson and seconded by Cheri Peters to approve the following Curriculum and Instruction Items:

7.A.1. The High School Drama Production, *The Best Christmas Pageant Ever*, as per contract.

7.A.2. The 2026-2027 CTE OAC and LAC Member List.

The vote was as follows: Harry Brungard: Absent, Craig Allen: Yea, Jessie Edwards: Yea, Tim McDonnell: Yea, Cheri Peters: Yea, Bill Pfirman: Yea, Michelle Stemler: Yea, Mary Thomas: Yea, Neihl Williamson: Yea
Yea: 8, Nay: 0, Absent: 1
Motion Carried

8. **Building and Grounds**

8.A. **Building and Grounds Items:** None

9. **Finance**

9.A. **Finance Items**

Motion by Craig Allen and seconded by Bill Pfirman to approve the following Finance Items:

9.A.1. A budget transfer totaling $1,955,000.00 from the 2025-2026 Contingency Fund, 10-5900-840, ($887,000.00) to Regular Ed PA Cyber/Charter School Tuition, 10-1110-562, and ($1,068,000.00) to Special Ed PA Cyber/Charter School Tuition, 10-1290-560, for the purpose of PA Cyber/Charter School Tuition.

The vote was as follows: Harry Brungard: Absent, Craig Allen: Yea, Jessie Edwards: Yea, Tim McDonnell: Yea, Cheri Peters: Yea, Bill Pfirman: Yea, Michelle Stemler: Yea, Mary Thomas: Yea, Neihl Williamson: Yea
Yea: 8, Nay: 0, Absent: 1

Motion Carried

10. **Miscellaneous**

10.A. **Miscellaneous Items**

Motion by Craig Allen and seconded by Tim McDonnell to Table the following Miscellaneous Item 10.A.1:

~~10.A.1. An agreement of affiliation between Jersey Shore Area School District and Grove City College Education Department regarding observations, practicum, student teaching and internships. The terms of this agreement are 5 years.~~ Item Tabled.

The vote was follows: Harry Brungard: Absent, Craig Allen: Yea, Jessie Edwards: Yea, Tim McDonnell: Yea, Cheri Peters: Yea, Bill Pfirman: Yea, Michelle Stemler: Yea, Mary Thomas: Yea, Neihl Williamson: Yea
Yea: 8, Nay: 0, Absent: 1
Motion Carried

Motion by Tim McDonnell and seconded by Neihl Williamson to approve the following Miscellaneous Items 10.A.2.-10.A.4:

10.A.2. An agreement of affiliation between Jersey Shore Area School District and Western Governors University regarding observations, practicum, student teaching and internships. The terms of this agreement are three years.

10.A.3. A Training Service Agreement between Penn College of Technology and Jersey Shore Area School District for Next Door: Ready to Work Program.

10.A.4. The following policies at first read:
Policy 249-Bullying/Cyberbulling
Policy 704-Maintenance
Policy 805.2-School Security Personnel

The vote was follows: Harry Brungard: Absent, Craig Allen: Yea, Jessie Edwards: Yea, Tim McDonnell: Yea, Cheri Peters: Yea, Bill Pfirman: Yea, Michelle Stemler: Yea, Mary Thomas: Yea, Neihl Williamson: Yea
Yea: 8, Nay: 0, Absent: 1
Motion Carried

11. **Courtesy of the Floor**

11.A. **Public Comment on Items Not on the Agenda**

None

12. **Adjournment**

12.A. **Adjourn Meeting**

The meeting was adjourned at 8:19 p.m.

Jersey Shore Area School District
Treasurer's Report - Cash and Cash Equivalents
October 2026

Bank Accounts	Beginning Balance	Received	Disbursed	Ending Balance
General Fund Tax Account - Journey Bank	$ -	$ 697,549.30	$ 697,549.30	$ -
General Fund - PSDLAF	-	-	-	-
General Fund - Journey Bank	4,295,485.33	5,678,462.99	6,513,046.53	3,460,901.79
General Fund Sweep Account - Journey Bank	-	4,242,574.90	4,242,574.90	-
Activity/Other Trust Funds - Journey Bank	98,661.89	19,562.57	10,518.04	107,706.42
Food Service Fund - Journey Bank	427,884.52	95,737.93	146,698.20	376,924.25
Capital Reserve - Journey Bank	269.73	0.69	-	270.42
Scholarship Fund - Journey Bank	109,468.80	281.79	-	109,750.59
General Fund - PLGIT	7,196,393.06	3,023,022.85	3,500,000.00	6,719,415.91
Ramsey Fund - PLGIT	76,372.58	257.48	-	76,630.06
Capital Reserve - PLGIT	294,847.06	994.04	-	295,841.10
Sechrist Scholarship Fund - PLGIT	144,592.88	487.48	-	145,080.36
G.O. Bonds Series 2025 Fund - PLGIT	2,058,228.60	6,911.51	20,288.70	2,044,851.41
Totals	**$ 14,702,204.45**	**$ 13,765,843.53**	**$ 15,130,675.67**	**$ 13,337,372.31**

JERSEY SHORE AREA SCHOOL DISTRICT
TREASURER'S REPORT - INVESTMENTS
FOR THE MONTH ENDED
October 31, 2026

Investments	Rate	Maturity Date	Beginning Balance	Investment Purchased	Investment Redeemed	Net Interest Earned	Change in Market Value	Ending Balance
General Fund								
Journey - 12 month CD	3.75%	11/24/2026	500,000.00	-	-	-	-	500,000.00
Journey - 3 month CD	3.84%	11/27/2026	500,000.00	-	-	-	-	500,000.00
Journey - 6 month CD	3.67%	12/17/2026	509,140.97	-	-	-	-	509,140.97
PLGIT - 3 month TERM	4.22%	1/20/2027	-	1,000,000.00	-	-	-	1,000,000.00
PLGIT - 6 month TERM	4.10%	1/27/2027	500,000.00	-	-	-	-	500,000.00
Journey - 12 month CD	3.55%	1/30/2027	500,000.00	-	-	-	-	500,000.00
Journey - 12 month CD	3.65%	2/27/2027	500,000.00	-	-	-	-	500,000.00
Journey - 6 month CD	3.89%	2/27/2027	500,000.00	-	-	-	-	500,000.00
Journey - 12 month CD	3.75%	3/23/2027	500,000.00	-	-	-	-	500,000.00
PLGIT - 12 month TERM	3.92%	4/16/2027	500,000.00	-	-	-	-	500,000.00
PLGIT - 6 month TERM	4.39%	4/22/2027	-	1,000,000.00	-	-	-	1,000,000.00
PLGIT - 9 month TERM	4.22%	4/23/2027	500,000.00	-	-	-	-	500,000.00
Journey - 9 month CD	3.94%	5/27/2027	500,000.00	-	-	-	-	500,000.00
PLGIT - 12 month TERM	3.92%	6/1/2027	500,000.00	-	-	-	-	500,000.00
Journey - 12 month CD	4.23%	6/24/2027	500,000.00	-	-	-	-	500,000.00
PLGIT - 9 month TERM	4.57%	7/26/2027	-	1,000,000.00	-	-	-	1,000,000.00
PLGIT - 12 month TERM	4.32%	7/28/2027	500,000.00	-	-	-	-	500,000.00
Journey - 12 month CD	4.23%	8/27/2027	500,000.00	-	-	-	-	500,000.00
PLGIT - 12 month TERM	4.73%	9/23/2027	500,000.00	-	-	-	-	500,000.00
PLGIT - 12 month TERM	4.72%	10/27/2027	-	500,000.00	-	-	-	500,000.00
Total			$ 8,009,140.97	$ 3,500,000.00	$ -	$ -	$ -	$ 11,509,140.97
Scholarship Fund								
Olive I. Gilhart			$ 1,443,735.30	$ -	$ -	$ -	$ -	$ 1,443,735.30

JERSEY SHORE AREA SCHOOL DISTRICT
TREASURER'S REPORT - INVESTMENTS
FOR THE MONTH ENDED
October 31, 2026

Disbursement Summary
October 2026

General Fund Payments	2,022,341.87
General Fund Prior Month Void	(6,210.32)
Food Service Fund Payments	82,885.19
Activity Fund Payments	10,518.04
GOB 2025 Fund Payments	20,288.70
Payroll Fund Net Pay - 10.2, 10.16, 10.30	1,496,899.98
Total	$ 3,626,723.46

Conference Attendees

Date	Name of Conference	Conference Facility	Conference Location	Attendees
2/8/2027	PACTA Career Readiness Symposium	Hershey Lodge	Hershey, PA	David Bittner
				11/16/2026

Field Trips						
Date	**Student Group**	**Destination Facility**	**Destination Location**	**Reason for Going**	**Funding Source**	**Chaperones**
11/7/2026	8-12 HS Band (48 students)	New Oxford HS	New Oxford	Cavalcade Championships at New Oxford	Band 3210-513/Music Boosters	Lahr, Henry, Henry, Walk, Approved Band Parents
11/4/2026	9-12 SH Life Skills (15 students)	Faxon Bowling Lanes	Lock Haven	Students will practice consumer, leisure and social skills	Budgeted	Machmer, Severini, Killion
11/17/2026	9-12 HS Band (14 students)	Montgomery HS	Montgomery	Lycoming County Band Directors Association Senior High Honors Band Rehearsal	Band 3210-580	Lahr
12/3/2026	9-12 HS Band (14 students)	Montgomery HS	Montgomery	Lycoming County Band Directors Association Senior High Honors Band Festival Day 1	Band 3210-580	Lahr
12/4/2026	9-12 HS Band (14 students)	Montgomery HS	Montgomery	Lycoming County Band Directors Association Senior High Honors Band Festival Day 2	Band 3210-580	Lahr
12/15/2026	9-12 SH Life Skills (15 students)	AMC Movie Theater, Perkins, Walmart	Williamsport and Montoursville	Students will practice consumer, leisure and social skills	Budgeted	Machmer, Severini, Killion
11/10/2026	11/12 (20 students)	LHU PASSHE Day	Lock Haven	PASSHE College Fair and LHU Campus Tour	HS Guidance 310114	Myers, Steppe
11/13/2026	11/12 (30 students)	Penn College of Technology	Williamsport	PA College of Technology Nursing and Health Science Dual Enrollment Student Visit Day	CTE 1380-513 to be reimbursed up to $800 from PCT bill to Cody Pavlick	Steppe, Hess, Shirey

Date	Student Group	Destination Facility	Destination Location	Reason for Going	Funding Source	Chaperones
11/18/2026	8th grade/MS Band (8 students)	Berwick HS	Berwick	MS Band Fest	3210-513	Henry
12/24/2026	11 & 12 HS Auto and Machining Classes	Penn College and Ground Shaker	Williamsport and Muncy	Tour Penn Colleges programs for Automotive and Machining Visit Ground Shaker to see a garage that works on everything	Automotive Travel Budget-1380-580	Lorson, Turner
5/10/2027	Avis 1st Grade (40 Students)	CAC	Williamsport	Educational Show that spotlights the STEM Curriculum	Penn College	McCracken, Eaton, Edwards, Lehman, Personal Care Nurses
5/19/2026	MS C3 Club (50 students)	Sight and Sound and Miller's	Lancaster	Experience a large scale live production and a multicultural experience	C3 Club	Hartman, Richards, Chappel, Morlock, McCabe
12/14/2026	Life Skills K-5 (16 students)	Jersey Shore Hospital	Jersey Shore	Life Skills students were invited to the hospital to have a holiday party and meet Santa	No Cost	Berger, Kiess, Hartman, Hershberger, Wells, Hoffman
5/10/2027	JSE 1st Grade (100 students)	CAC	Williamsport	Seeing a live production of the Pout Pout Fish	Penn College	Knipe, Bachman, Gill, Yohn, Smith, Paraprofessionals x 3 McAlister, x 3 parents
11/18/2026	9-12 (30-40 students) FBLA and Business Dept	Bucknell University	Lewisburg	Dream Conference-Entrepreneurship Business Enterprise System and Biz. Pitch Event	Business Dept Budget	Dershem, TBA, Justin Armbruster
5/27/2026	1st Grade JSE	Sunken Springs Farm and Short Park	Loyalsock	We will spend the morning on the farm learning and playgin. We will not only get to hear what happens on a farm but we also get to experience it.	PTO	Yohn, Gill, Knipe, Smith, Bachman, parent volunteers x 5
11/20/2026	10-12th grade (20 students)	JSAMS	Jersey Shore	C7th Grade CTE Expo	No Cost	Bittner
						11/16/2026

Vandalism Report				
Date	**Building**	**Damage**	**Outcome**	**Cost for Repair**
None.				
				11/16/2026

Pennsylvania Commission on Crime and Delinquency (PCCD) Grants

The School Safety and Security Grants Program was originally established in 2018 to provide for school entities of the Commonwealth to be safer places for students, staff and visitors. The School Safety and Security Fund was established in the State Treasury to provide ongoing support to schools for safety and security purposes. Funding, eligible activities and items are determined on an annual basis. These grants are typically spendable over a 2-year period.

PCCD Safety & Security Grants Awarded to JSASD

GRANT	GRANT AMOUNT	ITEMS FUNDED
2022-2023 PCCD Safety/Emotional Wellness Grant *Grant Ended*	$271,183	• Facility Dog Purchase/Handler Training/Supplies • Additional Fobbed Entrances for Vestibules & Offices in Sch • Suicide Prevention Course for Staff • School Wide Positive Behavior Supplies • Communication Skills Materials • School Nurse Services • Social Work Services • Video Intercom Systems at All Buildings
2023-2024 School Mental Health Grant *Grant Ended*	$65,630	• Facility Dog Supplies • School Wide Positive Behavior Supplies • Social Work Services
2023-2024 School District Meritorious Grant *Grant Ended*	$20,209	• Additional Fobbed Entrance for Vestibule in Admin. Building • Window Tinting • Lock Boxes for Evacuation Sites
2024-2025 School Safety & Mental Health Grant *Grant Ended*	$108,154	• Facility Dog Supplies • Additional Window Tinting • SROs
2025-2026 School Safety & Mental Health Grant *Grant Ending Date (6/30/2027)*	$142,678	• SROs-26-27 • School-Based Counselor- 26-27 • Active Shooter Training • Suicide Prevention Materials • Act 67 Training for our Head Security Guard
2026-2027 School Safety & Mental Health Grant *Grant Ending Date (11/1/2028)*	$195,044	• SROs-27-28 • Continuation of and additional hours for School-Based Counselor-27-28

*The amounts differ based on the total state funding, the district's Adjusted Average Daily Membership (AADM), and fluctuations in other districts' AADM.

APPENDIX B & C/CO-CURRICULAR WAGES 2026-2027			
APPENDIX B			
POSITION	**AMOUNT**	**Pay Date:**	**Pay Date:**
HS MUSICAL PRODUCTION - DATE (Rehearsals start Date)		1/2 1st pay after production starts	1/2 1st pay after production ends
Musical Director			
Vacant	$ 2,232.00	$ 1,116.00	$ 1,116.00
Musical Drama Director			
Vacant	$ 2,232.00	$ 1,116.00	$ 1,116.00
Lighting			
Tim Greene	$ 651.00	$ 325.50	$ 325.50
Stage Managers (2)			
Tanner Shade	$ 651.00	$ 325.50	$ 325.50
Ella Simcox	$ 651.00	$ 325.50	$ 325.50
Public Relations (1)			
Charlotte Bierly	$ 325.50	$ 162.75	$ 162.75
Nicola Paulhamus	$ 325.50	$ 162.75	$ 162.75
Production Set Design & Completion			
Sarah Keim	$ 1,040.00	$ 520.00	$ 520.00
Sound			
Scott Alexander	$ 651.00	$ 325.50	$ 325.50
Total	$ 8,759.00		
HS DRAMA PRODUCTION - DATE (Rehearsals start Date)			
Drama Director			
Marie Fox	$ 1,561.00	$ 780.50	$ 780.50
Lighting			
Ella Simcox	$ 416.00	$ 208.00	$ 208.00
Stage Managers (2)			
Tanner Shade	$ 416.00	$ 208.00	$ 208.00
Vacant	$ 416.00	$ 208.00	$ 208.00
Public Relations			
Charlotte Bierly	$ 416.00	$ 208.00	$ 208.00
Sound			

Scott Alexander	$ 416.00	$ 208.00	$ 208.00
Production Set & Design			
Vacant	$ 651.00	$ 325.50	$ 325.50
Total	$ 4,292.00		
MS DRAMA PRODUCTION - DATE (Rehearsals start Date)			
Drama Coach			
Vacant	$ 1,560.00	$ 780.00	$ 780.00
Music Production Coach			
Vacant	$ 1,560.00	$ 780.00	$ 780.00
Lighting			
Nichole Bechdel	$ 391.00	$ 195.50	$ 195.50
Stage Managers (2)			
Jeffrey Klugh	$ 391.00	$ 195.50	$ 195.50
Brenna Henry	$ 391.00	$ 195.50	$ 195.50
Public Relations			
Monica Richards	$ 391.00	$ 195.50	$ 195.50
Production Set Design & Completion			
Mike Harvey	$ 585.00	$ 292.50	$ 292.50
Sound			
Quinn Henry	$ 391.00	$ 195.50	$ 195.50
Total	$ 5,660.00		
APPENDIX C			
POSITION	**AMOUNT**	1/2 2nd pay in Dec -	1/2 3rd pay in May -
Band Director HS			
Chris Lahr	$ 4,476.00	$ 2,238.00	$ 2,238.00
Band Director MS			
Brenna Henry	$ 2,232.00	$ 1,116.00	$ 1,116.00
Chorus Director HS			
Heather Haigh	$ 2,232.00	$ 1,116.00	$ 1,116.00
Chorus Director MS			
Dan Bergman	$ 2,232.00	$ 1,116.00	$ 1,116.00
Band/Chorus Elementary			
Brenna Henry	$ 1,020.00	$ 510.00	$ 510.00

Marching Band Front Staff (4)			
Positions 1-3 paid with fall sports; Position 4 paid with winter sports			
Quinn Henry	$ 1,226.00		
Tyler Walk	$ 1,226.00		
Brenna Henry	$ 1,226.00		
Tyler Walk	$ 1,226.00		
OTHER ADVISORS			
9th Grade Class Advisors (2)			
Sarah Kuehne	$ 891.00	$ 445.50	$ 445.50
Jocelyn Shirey	$ 891.00	$ 445.50	$ 445.50
10th Grade Class Advisors (2)			
Sheena Armbruster	$ 891.00	$ 445.50	$ 445.50
Katie Steppe	$ 891.00	$ 445.50	$ 445.50
11th Grade Class Advisors (2)			
Jeff Klugh	$ 1,337.00	$ 668.50	$ 668.50
Tanner Shade	$ 1,337.00	$ 668.50	$ 668.50
12th Grade Class Advisors (2)			
Julie Wagner	$ 1,337.00	$ 668.50	$ 655.50
Jess George	$ 1,337.00	$ 668.50	$ 668.50
SCHOOL WIDE POSITIVE BEHAVIOR LEADER (5)			
JSE			
Nicole Kephart	$ 416.00	$ 208.00	$ 208.00
Avis Elementary			
Allison Tripoli	$ 416.00	$ 208.00	$ 208.00
Middle School			
Makayla Dickey	$ 416.00	$ 208.00	$ 208.00
High School			
Ella Simcox	$ 416.00	$ 208.00	$ 208.00
Salladasburg Elementary			
Energy Champ			
Heath Rager	$ 520.00	$ 260.00	$ 260.00
Energy Leaders (5)			
JSE			

Megan Simcox	$ 416.00	$ 208.00	$ 208.00
Avis			
Megan McCracken	$ 416.00	$ 208.00	$ 208.00
Salladasburg Elementary			
Middle School			
Jodie Chappel	$ 416.00	$ 208.00	$ 208.00
High School			
Heath Rager	$ 416.00	$ 208.00	$ 208.00
SAP Team Leaders (5)			
JSE			
Jennifer Berry-Propst	$ 520.00	$ 260.00	$ 260.00
Avis Elementary			
Sarah Harbach	$ 520.00	$ 260.00	$ 260.00
Salladasburg Elementary			
Middle School			
Dominick Bragalone	$ 520.00	$ 260.00	$ 260.00
High School			
Katie Steppe	$ 520.00	$ 260.00	$ 260.00
SAP Team Members (not specified)			
MS SAP Team Members			
Dr. Tara Battaglia	$ 416.00	$ 208.00	$ 208.00
Madissen Davis	$ 416.00	$ 208.00	$ 208.00
Matt Hartman	$ 416.00	$ 208.00	$ 208.00
Zach Sloan	$ 416.00	$ 208.00	$ 208.00
Heather Reeder	$ 416.00	$ 208.00	$ 208.00
Amanda Pauling	$ 416.00	$ 208.00	$ 208.00
Judy Morlock	$ 416.00	$ 208.00	$ 208.00
Makayla Eiswerth	$ 416.00	$ 208.00	$ 208.00
Kathryn Strouse	$ 416.00	$ 208.00	$ 208.00
HS SAP Team Members (not specified)			
Erin Lucas	$ 416.00	$ 208.00	$ 208.00
Sheena Armbruster	$ 416.00	$ 208.00	$ 208.00

Teri Bauman	$ 416.00	$ 208.00	$ 208.00
Patty Hess	$ 416.00	$ 208.00	$ 208.00
Judy Morlock	$ 416.00	$ 208.00	$ 208.00
Mallory Myers	$ 416.00	$ 208.00	$ 208.00
Zoraida Pagan	$ 416.00	$ 208.00	$ 208.00
Kim Sweet	$ 416.00	$ 208.00	$ 208.00
Lynnan Charnego	$ 416.00	$ 208.00	$ 208.00
Zoraida Pagan	$ 416.00	$ 208.00	$ 208.00
Brenda Lorson	$ 416.00	$ 208.00	$ 208.00
JSE SAP Team Members (not specified)			
Adrienne Johnston	$ 416.00	$ 208.00	$ 208.00
Jennifer Patterson	$ 416.00	$ 208.00	$ 208.00
Hillary Leonard	$ 416.00	$ 208.00	$ 208.00
Amanda Pauling	$ 416.00	$ 208.00	$ 208.00
Amy Bischof	$ 416.00	$ 208.00	$ 208.00
Megan Simcox	$ 416.00	$ 208.00	$ 208.00
Avis SAP Team Members (not specified)			
Jon Jean	$ 416.00	$ 208.00	$ 208.00
Sara Smith	$ 416.00	$ 208.00	$ 208.00
Teri Bauman	$ 416.00	$ 208.00	$ 208.00
Hillary Leonard	$ 416.00	$ 208.00	$ 208.00
Jennifer Patterson	$ 416.00	$ 208.00	$ 208.00
SE SAP Team Members			
Mentors			
1st year induction			
Mallory Myers for Kathryn Strouse	$ 520.00	$ 260.00	$ 260.00
2nd year induction			
Danielle Miller for Emily Hayes	$ 312.00	$ 156.00	$ 156.00
Laura Eck for Abbey Barnhart	$ 312.00	$ 156.00	$ 156.00
Beth Spotts for Riley Frazier	$ 312.00	$ 156.00	$ 156.00
Katie Brass for Bryley Miller	$ 312.00	$ 156.00	$ 156.00
New Teacher to District already has induction			
Becky Sones for Joshua Keefer	$ 312.00	$ 156.00	$ 156.00

Haley Enders for Bailey Johnson	$ 312.00	$ 156.00	$ 156.00
QBS Internal Trainers (4)			
Haley Enders	$ 520.00	$ 260.00	$ 260.00
Jodi Woleslagle	$ 520.00	$ 260.00	$ 260.00
Vacant	$ 520.00	$ 260.00	$ 260.00
Vacant	$ 520.00	$ 260.00	$ 260.00
Department Coordinators (15)			
Michele Persun (Math)	$ 2,445.00	$ 1,222.50	$ 1,222.50
Judy Morlock (Nurse)	$ 2,445.00	$ 1,222.50	$ 1,222.50
Mallory Myers (Guidance)	$ 2,445.00	$ 1,222.50	$ 1,222.50
Michele Long (English)	$ 2,445.00	$ 1,222.50	$ 1,222.50
Tom Neuschafer (Modern Language)	$ 2,445.00	$ 1,222.50	$ 1,222.50
Eric Hess (Health/PE)	$ 2,445.00	$ 1,222.50	$ 1,222.50
Rock Griswold (Business)	$ 2,445.00	$ 1,222.50	$ 1,222.50
Tim Greene (Social Studies)	$ 2,445.00	$ 1,222.50	$ 1,222.50
Bradd Williamson (Science)	$ 2,445.00	$ 1,222.50	$ 1,222.50
Charlotte Bierly (Art)	$ 2,445.00	$ 1,222.50	$ 1,222.50
Chris Lahr (Music)	$ 2,445.00	$ 1,222.50	$ 1,222.50
Heather Reeder (1/2 CTE/Shared)	$ 1,222.50	$ 611.25	$ 611.25
Tim Dershem (1/2 CTE/Shared)	$ 1,222.50	$ 611.25	$ 611.25
Katie Wert (Library)	$ 2,445.00	$ 1,222.50	$ 1,222.50
Jennifer Ingraham (Title 1)	$ 2,445.00	$ 1,222.50	$ 1,222.50
Amy Bischof (Special Education)	$ 2,445.00	$ 1,222.50	$ 1,222.50
Grade Level Leaders K-8 (9)			
K-Nicole Bailey	$ 1,040.00	$ 520.00	$ 520.00
1st-Ann Knipe	$ 1,040.00	$ 520.00	$ 520.00
2nd-Theresa Caimi	$ 1,040.00	$ 520.00	$ 520.00
3rd-Diane Mantek	$ 1,040.00	$ 520.00	$ 520.00
4th-Corrinne Fravel	$ 1,040.00	$ 520.00	$ 520.00
5th-Nicole Allison	$ 1,040.00	$ 520.00	$ 520.00
6th-Samantha Smith	$ 1,040.00	$ 520.00	$ 520.00
7th-Krista Callahan	$ 1,040.00	$ 520.00	$ 520.00
8th-Nichole Bechdel	$ 1,040.00	$ 520.00	$ 520.00
Yearbook Publications Advisor			

Matt Hensler	$ 2,328.00	$ 1,164.00	$ 1,164.00
Yearbook Financial Advisor			
Matt Hensler	$ 1,687.00	$ 843.50	$ 843.50
Culinary Arts Event Advisor			
Matt Wolford	$ 2,913.00	$ 1,456.50	$ 1,456.50
Total			

Employment Contract between Robert Rook and

The Jersey Shore Area School District

The purpose of this employment contract between Mr. Robert Rook and the Jersey Shore Area School District (JSASD) is to allow Mr. Rook to be employed by JSASD under the Extracurricular Exception requirements established by the Public-School Employee's Retirement code.

Mr. Rook has informed us that he is retired under the Public-School Employee's Retirement System (PSERS) and receiving monthly annuity payments from the System.

This Extracurricular Employment Contract between Mr. Rook and JSASD will be subject to the following terms and conditions:

- Mr. Rook will be under the position title "Auxiliary Staff". The employment responsibilities will be limited to tasks occurring during school events. Because of the timing of all such events, Mr. Rook's employment hours will all be performed outside of the school's regularly scheduled class hours. The duties performed under the terms of this contract are not part of the district's mandated educational curriculum.

- By entering into this contract, Mr. Rook agrees that neither he nor JSASD shall make any contributions to PSERS on account of any service performed under this contract. Mr. Rook further agrees to waive all retirement benefits (including, but not limited to, benefits from a multiple service election) from PSERS that could arise from service performed under this contract and shall release and hold harmless both the public-school employer and PSERS from any liability for the payment of retirement benefits that could arise from service performed under this contract.

This contract requires the following approvals:

Retired PSERS Member:

_____ _____

Signature of Mr. Rook Date of Approval

JSASD School Board President:

_____ _____

Signature of Ms. Michelle Stemler Date of Approval

For JSASD Administration Office use only – if the retired PSERS member has retired from JSASD, a copy of the board minutes approving the employee's letter of retirement must be attached.

LOCALGOV

Software Solutions for the Public Sector

Software Maintenance Agreement

Date: 8/15/2026
Contract Number: JER3765-MTH

This agreement (the "Agreement") between JERSEY SHORE AREA LYC-CLN/SD ("Purchaser") and INFOCON Corporation of Ebensburg, Pennsylvania ("Harris"), both individually or collectively referred to as "Party" or "Parties", confirms the purchase of the following licensed software products and services:

Software Applications	Qty	Billing Frequency	Unit Price	Current Maintenance & Support Fees	2027 Maintenance & Support Fees
Real Property TAX COLL - Incl. 2 Devices - Control Number - 281	1	Monthly	$276.38	$276.38	$317.84
Totals				$276.38	$317.84

AGREEMENT TERMS AND CONDITIONS:

1. Definition.

Software Applications. "Software Applications" are the computer programs explicitly listed above in the section titled "Software Application(s)".

2. Payment Schedule & Payment Terms.

A. Annual Maintenance and Support Fees:

Annual Maintenance and Support Fees shall be invoiced annually. The initial Annual Maintenance and Support Fees will be billed and due the earlier of sixty (60) days from the date of signing of the Agreement or the date which represents the Completion of Services (as defined herein). Harris reserves the right to change and/or increase the Annual Maintenance and Support Fees from time to time.

Subsequent Annual Maintenance and Support Fees will be billed at the beginning of each year in which Maintenance and Support are to be furnished. Non-payment of Annual Maintenance and Support Fees will be monitored and will lead to denial of support, upgrade privileges and termination of licenses to the Software Applications (a "Lapse"). In the event of a Lapse, Purchaser will be subject to reactivation fees not to exceed 40% of the current Annual Maintenance and Support Fees applied to each year of the Lapse, or should the Lapse, or a portion of the Lapse, be less than one-year, 40% of the pro-rated Annual Maintenance and Support Fees for that period.

B. Professional Services:

If Professional Services are provided under this Agreement, the following terms apply to such Professional Services:

Deposit & Invoicing.
A fifty percent (50%) deposit of the total Professional Services and Conversion Fees is due upon execution of the applicable Statement of Work ("SOW"). Work will not commence until such a deposit is received. Once the initial deposit has been exhausted, Professional Services and Conversion Fees shall be invoiced every month for hours performed during the applicable period until the project is complete. Payment is due within thirty (30) days from the invoice date. Print and Mail work is exempt from this requirement.

Purchaser may elect to prepay one hundred percent (100%) of project upfront. In such case, hours will be allocated and recognized as work is completed.

All amounts paid are non-refundable. Any amounts not paid by the due date specified on the applicable invoice shall be deemed past due and may be subject to late fees as set forth in the invoice or as otherwise permitted by law. Failure to remit payment within the stated terms may result in the application of applicable late fees and other remedies available under this Agreement.

Quoted Training.
Training hours are allocated based on Purchaser's specific modules and system configuration, with a defined hourly allotment established in the applicable Statement of Work ("SOW") and are quoted on a use-it-or-lose-it basis. All training hours must be utilized within twelve (12) months following implementation and must be scheduled in segments of four (4) to eight (8) hours.

Purchaser will be billed as training is completed, up to the full quoted training amount. The full quoted amount remains payable regardless of actual usage, including any unused hours remaining after the twelve (12) month period.

If Purchaser requires additional training hours or premium support beyond the quoted allotment, such services may be purchased as add-on offerings at Provider's then-current hourly rates.

C. Additional Payment Terms:

Purchaser agrees to pay Harris the total amount due under each invoice, net 30 days. Any amounts not paid within 30 days of such invoicing shall bear interest at the rate of 1.5% per month until paid. If the invoicing, including accumulated interest, remains unpaid in excess of 90 days, Harris will terminate the provision of, or access to the Software Application(s) and/or Professional Services, as applicable, until full payment is received. The Purchaser shall also be liable for all expenses associated with the collection of delinquent invoicing.

State Taxes are applicable on prices listed. If the Purchaser is considered tax exempt under applicable law, a tax exemption certificate must be provided with this signed Agreement.

All other software (non-Harris written software), products or services, will be invoiced as installed or services rendered. If a purchase order is required by the Purchaser, Purchaser shall provide Harris with such purchase order with this Agreement.

3. Term of Agreement.

This Agreement shall be executed from 01/01/2027 to 06/30/2027.

Either party may terminate this Agreement by provided the other party with written notice 90 days prior to the expiration of the Initial Term or any Renewal Term.

4. Maintenance and Support Services.

The payment of the Annual Maintenance and Support Fees ("MSF") includes program updates, enhancements and general releases that Harris makes available to the Purchaser as part of its regular software maintenance program. MSF does not include fees for any third-party licenses or Harris services that may be necessary to perform a third-party license upgrade. MSF also includes access to the Harris support services.

Server Access. The services provided under this Agreement are contingent upon Harris's ability to gain exclusive access to the Software Application(s) on the Purchaser's servers utilizing the existing Virtual Private Network (VPN) connection that is presently provided by the Purchaser.

5. Additional Customization(s).

The Purchaser has jointly reviewed the Software Applications and has determined them to be adequate except as noted in any "Customizations" section in this Agreement, or any prior agreement amongst the parties, only added as applicable. Additional customization(s) or report modifications not identified in this Agreement will be quoted as requested and billed at the hourly rate of $175.00. Customizations and/or report modifications requested one year or more from the date of this Agreement will be billed at the then current Harris hourly rate. No additional customizations will be undertaken without prior agreement by both Parties on cost, scope of functionality, and impact on any project schedule.

Ten (10) percent of any fees associated with any customization services will automatically be added to the Annual Maintenance and Support Fees.

6. Professional Services.

Additional Professional Services, as applicable, are available on-site or via the telephone/internet. Telephone/internet work is billed at $175.00 per hour. On-site work is billed at $1,400.00 per day plus travel, lodging and per diem expenses. Work performed one year or more from the date of this agreement will be billed at the then current Harris rates. Help line support does not include training. New employees must be trained by Purchaser or by making arrangements with Harris.

In the event Purchaser wishes to schedule any Professional Services on a Saturday, there is a $250 surcharge.

Application consulting and setup services may include but are not limited to: software installation, configuration, data validation, system setup, system balancing, interface setup, interface testing, process training, application training and business requirements gathering.

7. Travel and Lodging Expenses.

Travel and lodging expenses will be billed in conjunction with any Professional Services work performed at the Purchaser's offices by Harris personnel. Lodging expenses will include hotel expenses and will only be charged if an employee is required to spend the evening. Travel expenses may include airfare if the employee is required to travel by air to reach the Purchaser's offices. Travel may include the cost of a rental car. If a Harris employee uses his/her personal vehicle, mileage will be charged at the currently published IRS reimbursement rate. When a Harris employee is at or traveling to the Purchaser's offices, eighty-five dollars ($85) per day will be charged to cover meals and incidentals. If an employee must travel on Saturday, Sunday, or a holiday, or is at the Purchaser's office on a holiday, one hundred dollars ($170) per day will be charged to cover meals and incidentals.

Harris will use its best efforts to minimize all travel and lodging expenses. Only actual travel and lodging expenses will be billed to the Purchaser.

8. Proprietary Rights & Licenses.

Subject to the limited rights expressly granted hereunder, Harris reserves all of its rights, title, and interest in and to the Software Applications, Professional Services, and any and all other products, services or materials provided by Harris, including all derivatives, improvements or enhancements thereof, and including all intellectual property rights therein and thereto.

Purchaser grants to Harris and its affiliates a worldwide, perpetual, irrevocable, royalty-free license to use

and incorporate any suggestion, enhancement request, recommendation, correction or other feedback provided by Purchaser relating to the Software Applications and Professional Services.

9. Grant of License & Purchaser Usage Restrictions

Harris hereby grants Purchaser a nontransferable, nonexclusive, nonrefundable license under the terms of this Agreement to use the Software Applications on its equipment subject to the following usage restrictions:

Purchaser will not:

a. make any Software Applications available to, or use any Software Applications for the benefit of, anyone other than the Purchaser;
b. sell, resell, license, sublicense, distribute, rent, lease or assign the Software Applications, or include any Software Applications in a service bureau or outsourcing offering;
c. use a Software Application to store or transmit infringing, libelous, or otherwise unlawful or tortious material, or to store or transmit material in violation of third-party privacy rights
d. use a Software Application to store or transmit Malicious Code (**"**Malicious Code**"** means code, files, scripts, agents or programs intended to do harm, including, for example, viruses, worms, time bombs, and trojan horses);
e. interfere with or disrupt the integrity or performance of any Software Application or third-party data contained therein;
f. attempt to gain unauthorized access to any Software Application or its related systems or networks;
g. permit direct or indirect access to or use of any Software Application in a way that circumvents a contractual usage limit;
h. copy a Software Application or any part, feature, function or user interface thereof;
i. frame or mirror any part of any Software Application, other than framing on Purchaser's own intranets or otherwise for Purchaser's own internal business purposes or as permitted in this Agreement;
j. monitor the availability, performance or functionality of the Software Applications, or access the Software Applications for any other benchmarking or competitive purposes;
k. access any Software Application in order to build a competitive product or service;
l. reverse engineer any Software Application (to the extent such restriction is permitted by law).

No license is given to Purchaser for the source code to the Software Applications. The Purchaser is expressly prohibited from reverse engineering, decompiling, or disassembling the Software Applications or from creating a derivative or modified copy of the Software Applications.

Automated Access and AI Restrictions. Purchaser shall not, and shall not permit any third party (including automated systems, bots, or artificial intelligence tools) to access, query, or interact with the Software Applications or Professional Services, their outputs, or proprietary data, in any manner that: (a) extracts, harvests, mines, scrapes, or otherwise collects proprietary data or system outputs; (b) evaluates, analyzes, benchmarks against, reverse engineers or replicates the functionality, processes, workflows, features or algorithms of the including automated systems, bots, or artificial intelligence tools) to access, query, or interact with the Software Applications or Professional Services; or (c) is used to train, develop, or improve any machine learning or artificial intelligence system. Purchaser is responsible for any such prohibited activity performed by its users, contractors, or systems acting on its behalf.

Initial delivery of the Software Application shall be COTS ("Commercial off the shelf"). Purchaser is not relying upon any future product availability or functionality upon entering into the payment obligations under this Agreement.

10. Performance by Purchaser.

a. **Co-operation by Purchaser.** The Purchaser acknowledges that the success and timeliness of any Professional Services, as applicable, shall require the active participation and collaboration of the Purchaser and its staff and agrees to act reasonably and co-operate fully with Harris.

b. **Required Programs.** The Purchaser acknowledges that if the use of the Software Applications requires that the Purchaser obtain and install additional software programs, then the Purchaser agrees that the acquisition of the additional software programs shall be at its sole cost and that the cost thereof is not included in the fees herein. The Purchaser further acknowledges that the operation of the Software Applications requires the Purchaser's hardware to be of sufficient quality, condition and repair, and the Purchaser agrees to maintain its hardware in the appropriate quality, condition and repair at its sole cost and expense.

c. **Purchaser IT Responsibilities.** For the avoidance of doubt, the Purchaser shall be completely responsible for the following IT technologies: servers(s), routers, database and associated security hardware and software; operating system and SQL server licenses; and configuration of firewalls and security. This Section 11(c) is included for clarity, and the foregoing is a non-exhaustive list of Purchaser's IT responsibilities.

d. **Project Manager.** The Purchaser shall appoint a project manager who shall work closely with Harris staff to facilitate any Professional Services provided hereunder and who shall be responsible for supervising the staff of the Purchaser and their co-operation with and participation in such process.

e. **VPN.** The Purchaser shall maintain a VPN connection with Harris for the Software Applications, Professional Services and Maintenance and Support Services.

11. Other Services or Hardware

The purchase of any additional services, database products, hardware, or equipment, from Harris or a third-party vendor ("**Additional Services and/or Hardware**") shall be governed by the terms of the separate agreement and/or ordering document entered into between the parties, or the Purchaser and the third-party vendor, as applicable and governing the purchase of the Additional Services and/or Hardware.

12. Out-of-Scope Maintenance and Support.

For the avoidance of doubt, Harris shall have no obligation to provide any of the following Maintenance and Support for any of the Software Applications, Professional Services, or Additional Services and/or Hardware (unless legally obligated to under the terms of a separate agreement):

a. Any programming required to repair data due to hardware problems or improper use of any system and any expenses associated with such repair(s), for example, Federal Express shipments, storage media, and telephone expenses;
b. Any remedial maintenance for problems which could have been prevented by implementation of a distributed patch, update, or maintenance release; and
c. Any retraining necessitated by turnover of employees of the Purchaser.

Additionally, Harris shall be under no obligation whatsoever for any of the following expenses related to any Software Applications, Professional Services, Maintenance and Support, or Additional Services and/or Hardware:

a. Shipping or express courier charges;
b. transmission supplies such as storage media;
c. cellular data charges;
d. on-site consulting services;
e. out-of-town travel and related expenses; and,
f. custom programming and related expenses.

13. Confidentiality.

"**Confidential Information**" means all information disclosed by a party ("Disclosing Party") to the other party ("Receiving Party"), whether orally or in writing, that is designated as confidential or that reasonably should be understood to be confidential given the nature of the information and the circumstances of disclosure. Harris Confidential Information includes the Software Applications; and Confidential Information of each party includes the terms and conditions of this Agreement, as well as business and marketing plans, technology and technical information, product plans and designs, and business processes disclosed by such party. Confidential Information does not include any information that (i) is or becomes generally known to the public without breach of any obligation owed to the Disclosing Party, (ii) was known to the Receiving Party prior to its disclosure by the Disclosing Party without breach of any obligation owed to the Disclosing Party, (iii) is received from a third party without breach of any obligation owed to the Disclosing Party, or (iv) was independently developed by the Receiving Party.

The Receiving Party will (i) use the same degree of care that it uses to protect the confidentiality of its own confidential information of like kind (but not less than reasonable care), (ii) not use any Confidential Information of the Disclosing Party for any purpose outside the scope of this Agreement, and (iii) except as otherwise authorized by the Disclosing Party in writing, not disclose Confidential Information of the Disclosing Party to any third party, and only disclose Confidential Information of the Disclosing Party to those of its employees who need that access for purposes consistent with this Agreement or to its affiliates, lawyers or accountants. The Receiving Party may disclose Confidential Information of the Disclosing Party to the extent compelled by law or by the order of a court or similar judicial or administrative body to do so, provided the Receiving Party gives the Disclosing Party prior notice of the compelled disclosure (to the extent legally permitted) and reasonable assistance, at the Disclosing Party's cost, if the Disclosing Party wishes to contest the disclosure.

14. Warranty Disclaimer

EXCEPT AS EXPRESSLY PROVIDED HEREIN, NEITHER PARTY MAKES ANY WARRANTY OF ANY KIND, WHETHER EXPRESS, IMPLIED, STATUTORY OR OTHERWISE, AND EACH PARTY SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR NON-INFRINGEMENT, AND ANY WARRANTIES ARISING FROM A COURSE OF DEALING, USAGE, OR TRADE PRACTICE, TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW.

HARRIS DOES NOT WARRANT THAT THE SOFTWARE APPLICATIONS WILL MEET ANY EXACT USER REQUIREMENTS, AND THAT THE SOFTWARE WILL OPERATE ERROR FREE OR UNINTERRUPTED.

PURCHASER AGREES THAT PURCHASES HEREUNDER ARE NOT CONTINGENT ON THE DELIVERY OF ANY FUTURE FUNCTIONALITY OR FEATURES, OR DEPENDENT ON ANY ORAL OR WRITTEN PUBLIC COMMENTS MADE BY HARRIS REGARDING FUTURE FUNCTIONALITY OR FEATURES.

IT IS FURTHER ACKNOWLEDGED BY THE PARTIES HERETO THAT ANY HARDWARE OR EQUIPMENT PROVIDED BY HARRIS TO PURCHASER WAS MANUFACTURED AND DELIVERED TO PURCHASER BY A THIRD-PARTY MANUFACTURER AND HARRIS IS RESELLING IT TO PURCHASER. AS SUCH, HARRIS MAKES NO WARRANTIES, EXPRESS OR IMPLIED, WITH RESPECT TO THE HARDWARE AND EQUIPMENT, INCLUDING, WITHOUT LIMITATION, THEIR MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. ANY WARRANTY PURCHASER HAS WITH RESPECT TO THE HARDWARE OR EQUIPMENT SHALL BE SOLELY PROVIDED BY THE MANUFACTURER(S).

15. Limitations on Liability.

TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, IN NO EVENT SHALL THE AGGREGATE LIABILITY OF EACH PARTY TOGETHER WITH ALL OF ITS AFFILIATES FOR ALL CLAIMS ARISING OUT OF OR RELATED TO THIS AGREEMENT EXCEED THE TOTAL AMOUNT PAID

BY PURCHASER HEREUNDER FOR THE SOFTWARE APPLICATIONS AND PROFESSIONAL SERVICES IN THE TWELVE MONTHS PRECEDING THE INITIAL CLAIM. THE ABOVE LIMITATIONS WILL APPLY WHETHER AN ACTION IS IN CONTRACT OR TORT AND REGARDLESS OF THE THEORY OF LIABILITY. HOWEVER, THE ABOVE LIMITATIONS WILL NOT LIMIT PURCHASER'S PAYMENT OBLIGATIONS UNDER THIS AGREEMENT. IF THE DISCLAIMER OF DAMAGES OR LIMITATIONS OF LIABILITY SET FORTH IN THIS SECTION 11.1 ARE UNENFORCEABLE, THEN THE PARTIES' LIABILITY SHALL BE LIMITED TO THE MAXIMUM EXTENT PERMITTED UNDER APPLICABLE LAW.

TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, IN NO EVENT WILL EITHER PARTY HAVE ANY LIABILITY TO THE OTHER PARTY FOR ANY LOST PROFITS, REVENUES OR INDIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL, COVER OR PUNITIVE DAMAGES, WHETHER AN ACTION IS IN CONTRACT OR TORT AND REGARDLESS OF THE THEORY OF LIABILITY, EVEN IF A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THE FOREGOING DISCLAIMER WILL NOT APPLY TO THE EXTENT PROHIBITED BY LAW.

IF THE DISCLAIMER OF DAMAGES OR LIMITATIONS OF LIABILITY SET FORTH IN THIS SECTION ARE UNENFORCEABLE, THEN THE PARTIES' LIABILITY SHALL BE LIMITED TO THE MAXIMUM EXTENT PERMITTED UNDER APPLICABLE LAW.

16. Change Order Process.

With respect to any proposed changes to the Professional Services defined by this Agreement, as applicable, the parties will cooperate in good faith to execute Change Orders in respect thereof and will not unreasonably withhold approval of such proposed changes. If either party causes or requests a change in the allocation of the resources of Harris applied to a task, changes in completion schedules for individual tasks, and changes in staffing that require Harris to provide additional work hours, Harris may propose a change to cover the additional work effort required of it. Approval of any such proposed changes will not be unreasonably withheld (it being acknowledged that any such material changes may require modifications to the consideration paid, and timelines governing, the Professional Services), and any disputes regarding changes shall be handled initially by discussions between the parties which will be convened in good faith by the parties to resolve any such matters in dispute.

The following individuals are authorized to sign off on change orders on the Purchaser's behalf:

Name: _____ Title: _____

Name: _____ Title: _____

The following individuals are authorized to sign off on change orders on Harris's behalf:

Ruth Niermeyer Executive Vice President, Harris Lighthouse
Leroy Graham Client Services Manager, Harris LocalGov

17. Termination.

Termination. A party may terminate this Agreement (i) thirty (30) days after providing written notice to the other party of a material breach of its obligations under this Agreement if such breach remains uncured at the expiration of such 30-day period, and (ii) if the other party becomes the subject of a petition in bankruptcy or any other proceeding relating to insolvency, receivership, liquidation or assignment for the benefit of creditors.

Effects of Termination. If this Agreement is terminated by either party for any reason, Purchaser shall pay for all Software Applications delivered, any Professional Services rendered, and T&L expenses incurred,

prior to termination. In no event will termination relieve Purchaser of Purchaser's obligation to pay any fees payable to Harris for the period prior to the effective date of termination.

On-site Services. Cancellation of any on-site Professional Services by Purchaser is allowed for any reason if done in writing more than fourteen (14) days in advance of such Professional Services. Cancellation by Purchaser with fourteen (14) days or less of scheduled on-site Professional Services will be billed at fifty percent (50%) of the on-site fee, plus any non-recoverable costs incurred by Harris due to advance scheduling of travel. Additionally, Purchaser hereby acknowledges that cancellation of on-site Professional Services means that such on-site Professional Services will be rescheduled as Harris' then current schedule permits. Harris is not responsible for any delay in Purchaser's project resulting from Purchaser's cancellation of consulting. If additional services are required because the Purchaser was not adequately prepared for the on-site Professional Services, Harris will provide a Change Order to the Purchaser for the additional services.

18. Governing Law; Venue.

This Agreement shall be governed by the substantive and procedural laws of the State of Pennsylvania. Purchaser hereby agrees to submit to the exclusive jurisdiction of, and venue in, the courts in the State of Pennsylvania in any dispute arising out of or related to this agreement.

19. Entire Agreement.

This Agreement shall constitute the entire agreement between the parties hereto with respect to the matters covered herein. Any modification or waiver of this Agreement is effective only if it is in writing signed by an authorized representative of the party to be charged. Provisions of a Purchaser purchase order or similar document are not applicable if they conflict with or add to the terms of this Agreement.

BY: Purchaser

By: _____ _____
Date

BY: HARRIS

By: _____ _____
Date

Ruth Niermeyer, EVP

ATTORNEY-CLIENT CONTINGENT FEE AGREEMENT

This ATTORNEY-CLIENT CONTINGENT FEE AGREEMENT ("Agreement") is entered into by and between the Jersey Shore Area School District ("the Client") and Frantz Law Group, APLC; Dillon McCandless King Coulter & Graham, LLP; and the Levin Legal Group, P.C. (collectively, "Attorneys" or "We") and encompasses the following provisions:

1. CONDITIONS. This Agreement will not take effect, and Attorneys will have no obligation to provide legal services, until Client returns a signed copy of this Agreement.

2. CLIENT REPRESENTATIVES. Client designates its Superintendent or his/her designee as the authorized representative to direct Attorneys and to be the primary individual to communicate with Attorneys regarding the subject matter of Attorneys' representation of Client under this Agreement. The designation is intended to establish a clear line of authority and to minimize potential uncertainty but not to preclude communication between Attorneys and other representatives of Client.

3. ATTORNEY REPRESENTATIVES. James Frantz, William Shinoff, and Jade Koller of Frantz Law Group, APLC will be primarily responsible for the work, either performing it himself/herself or delegating it to others as may be appropriate.

4. SCOPE AND DUTIES. Client hires Attorneys to provide legal services in connection with pursuing claims for damages associated with Social Media litigation, including the preparation and filing of the School District's individual action ("Action"). Attorneys shall provide those legal services reasonably required to represent Client and shall take reasonable steps to keep Client informed of progress and to respond to Client's inquiries. Client shall be truthful with Attorneys, cooperate with Attorneys, and keep Attorneys informed of developments.

5. LEGAL SERVICES SPECIFICALLY EXCLUDED. Unless otherwise agreed in writing by Client and Attorneys, Attorneys will <u>not</u> provide legal services with respect to: (a) defending any legal proceeding or claim against the Client commenced by any person unless such proceeding or claim is filed against the Client in the Action; or (b) proceedings before any federal or state administrative or governmental agency, department, or board. With Client's permission, however, Attorneys may elect to appear at such administrative proceedings to protect Client's rights. If Client wishes to retain Attorneys to provide any legal services not provided under this Agreement for additional compensation, a separate written agreement between Attorneys and Client will be required.

6. FEES. Client will pay attorneys' fees of:

6.1 Twenty five percent (25%) of any monetary settlement or recovery that Attorneys obtain for Client. Client is not responsible for paying Attorneys any money other than what has been recovered from Defendants or as otherwise set forth herein.

6.2 Fees shall be calculated on the basis of any settlement or recovery prior to the deduction of any expense or cost or common benefit fees ("Gross Recovery"). Contingency fee rates are not set by law but have been negotiated. If no recovery is made, no fees will be charged.

6.3 The term "Gross Recovery" shall include, without limitation, the then present value of any

monetary payments agreed or ordered to be made by the adverse parties or their insurance carriers as a result of the Services, whether by settlement, arbitration award, court judgment (after all appeals are exhausted), or otherwise. Any statutory Attorneys' fee paid by Defendants shall be included in calculating the Gross Recovery, however, any such award of Attorneys' fees shall be proportionately applied as a credit against Client's obligation to pay its portion of the contingency fee amount and shall not be retained by the Attorneys as a separate payment in addition to the contingency fee.

6.4 "Gross Recovery," if by settlement, also includes: (1) the then-present value of any monetary payments to be made to the School District; and (2) any Attorneys' fees and costs recovered by the School District as part of any cause of action that provides a basis for such an award. "Recovery" may come from any source, including, but not limited to, the adverse parties to the School District and/or their insurance carriers and/or any third party, whether or not a party to formal litigation. The contingent fee is calculated by multiplying the recovery by the fee percentage. This calculation is performed on the gross recovery amount before the deduction of expenses as discussed above.

6.5 "Gross Recovery," except in the case of a settlement, does not contemplate nor include any amount or value for injunctive relief or for the value of an abatement remedy which may be obtained in a final arbitration award or court judgment.

6.6 The School District shall not be obligated to pay the Attorneys unless Attorneys are successful in collecting a monetary recovery on the School District's behalf as a result of the Services.

6.7 If, by judgment, the School District is awarded in the form of property or services ("In Kind"), the value of such property and services shall not be included for purposes of calculating the Gross Recovery.

6.8 If, by judgment, there is *no* money recovery and the School District receives In Kind relief, Attorneys acknowledge that School District is not obligated to pay Attorneys' fees from public funds for the value of the In Kind relief. In the event of In Kind relief, by judgment, Attorneys' sole source of recovery of contingent fees will come from a common fund or court ordered Attorney's fees.

6.9 If Client and Attorney disagree as to the fair market value of any non-monetary property or services as described above, Attorney and Client agree that a binding appraisal will be conducted to determine this value.

6.10 It is possible that payment to the Client by the adverse parties to the Action or their insurance carrier(s) or any third-party may be deferred, as in the case of an annuity, a structured settlement, or periodic payments. In such event, gross recovery will consist of the initial lump sum payment plus the present value (as of the time of the settlement) of the total of all payments to be received thereafter. The contingent fee is calculated, as described above, by multiplying the gross recovery by the fee percentage. The Attorneys' fees will be paid out of the initial lump-sum payment if there are sufficient funds to satisfy the Attorneys' fee. If there are insufficient funds to pay the Attorneys' fees in full from the initial lump sum payment, the balance owed to Attorneys will be paid from subsequent payments to Client before there is any distribution to Client.

6.11 Reasonable Fee if Contingent Fee is Unenforceable or if Attorneys are Discharged Before Any Recovery. In the event that the contingent fee portion of this agreement is determined to be unenforceable for any reason or the Attorneys are prevented from representing Client on a contingent fee basis, Client agrees to pay a reasonable fee for the services rendered. If the parties are unable to agree on a reasonable

fee for the services rendered, Attorneys and Client agree that the fee will be determined by arbitration proceedings before a mutually agreed upon neutral affiliated with either the Judicial Arbitration and Mediation Services (JAMS) or Judicate West (JW); in any event, Attorneys and Client agree that the fee determined by arbitration shall not exceed twenty five percent (25%) of the gross recovery as defined in paragraph 5.

7. NO GENERAL FUND PAYMENTS. Notwithstanding any other provision in this Agreement, in no event will the Client be required to pay legal fees out of any fund other than the monies recovered from Defendants in this litigation. Under no circumstances shall School District general funds be obligated to satisfy the contingent Attorneys' fees as a result of this case or this contingency fee Agreement.

8. COSTS AND EXPENSES. In addition to paying legal fees, Client shall reimburse Attorneys for all "costs/expenses", which includes but is not limited to the following: process servers' fees, fees fixed by law or assessed by courts or other agencies, court reporters' fees, long distance telephone calls, messenger and other delivery fees, parking, investigation expenses, consultants' fees, expert witness fees, and other similar items, incurred by Attorneys. Other costs and expenses include case management computer services, Document Management Services, case administration/accounting fees and costs, outside attorney services and other similar items. Attorneys may find it necessary and/or in the Client's best interests to obtain the services of legal, clerical, and/or other personnel who are not Attorneys' regular employees, but outside independent contractors. The costs/expenses incurred that Attorneys advance will be owed in addition to Attorneys' fees and Client will reimburse those costs/expenses after Attorneys' fees have been deducted. However, if there is no recovery, Client will not be required to reimburse Attorneys for costs and fees. In the event a recovery is less than incurred costs/expenses, Client will not be required to reimburse Attorneys for costs/expenses, above and beyond the recovery, and fees.

9. SHARED EXPENSES. Client understands that Attorneys may incur certain expenses that jointly benefit multiple clients, including, for example, expenses for travel, experts, and copying. Client agrees that Attorneys shall divide such expenses equally, or pro rata, among such clients, and deduct Client's portion of those expenses from Client's share of any recovery.

10. FEDERAL MDL AND STATE COORDINATION COMMON BENEFIT FEES. Various attorneys, including Frantz Law Group, frequently serve on plaintiffs' steering or executive committees in Multi-District Litigations (MDLs) and/or the California state court coordinated proceedings (JCCP's) and perform work which benefits Attorneys' clients as well as clients of other attorneys involved in the same litigation. As a result, the court or courts where the cases are pending may order that Attorneys are to receive additional compensation for Attorneys' time and effort which has benefitted all claimants. Compensation for this work and effort, which is known as "common benefit fees," may be awarded to Attorneys by a court or courts directly from the assessments paid by the School District and others who have filed claims in this litigation. Court orders generally have no bearing on the contractual relationship between Attorneys and your School District and will not in any way reduce the amount of fees owed under this Agreement. Absent a court order to the contrary, the payment of a common benefit fee will not reduce the Attorneys' fees to be paid by Client under this agreement.

11. DISCHARGE AND WITHDRAWAL.

11.1 Client may discharge Attorneys at any time. After receiving notice of discharge, Attorneys shall stop services on the date and to the extent specified by the notice of discharge and deliver to Client all

evidence, files and attorney work product for the Action. This includes any computerized indices, programs and document retrieval systems created or used for the Action.

11.2 Attorneys may withdraw with Client's consent or for good cause. Good cause includes Client's breach of this Agreement, Client's refusal to cooperate with Attorneys, or any other fact or circumstance that would render Attorneys continuing representation unlawful or unethical. Attorneys may also discharge Client if Client at any time is dishonest with Attorneys or fails to provide relevant information to Attorneys.

12. ARBITRATION OF DISPUTES. Attorneys and Client agree that should any Dispute arise between them, it must be mediated first, before any claims are filed. Specifically, any and all disputes, controversies or claims arising out of, or related to this Agreement and/or Attorneys' representation of Client, including claims of malpractice (collectively referred to herein as "Dispute" or "Disputes"), shall be submitted to mediation at the offices of Judicial Arbitration & Mediation Services, Inc. ("JAMS") at the JAMS location closest to the Client or at another mutually acceptable location before a retired judge or other mediator affiliated with JAMS, agreed to between the parties and, if the parties cannot agree, before a retired judge selected by JAMS. No petition for arbitration can be filed until after this agreed-upon mediation has occurred, and any petition for arbitration (or litigation) filed prior to conclusion of this mediation shall be subject to dismissal, pursuant to this Agreement. Client will pay one-half of the actual cost of the mediation, but each party will be responsible for his or her own attorneys' fees and preparation costs. the parties agree that any Dispute, whether submitted to mediation or not, will not be litigated in court. Rather, any Dispute, which is specifically defined above to include claims of malpractice, will be submitted to mandatory binding arbitration before JAMS. By signing this Agreement, Client and Attorneys agree to arbitration and waive the right to a court or jury trial and the right to appeal. Any Disputes shall be decided in at the JAMS location closest to the Client or at such other mutually acceptable location, applying California law. Client is not waiving rights to arbitration before the San Diego County Bar Association.

13. AUTHORITY OF ATTORNEYS. Attorneys may, with prior Client approval, associate co-counsel if the Attorneys believe it advisable or necessary for the proper handling of Client's claim, and Client expressly authorizes the Attorneys to divide any Attorneys' fees that may eventually be earned with co-counsel so associated for the handling of Client's claim. Attorneys understand that the amount of Attorneys' fees which Client pays will not be increased by the work of co-counsel associated to assist with the handling of Client's claim, and that such associated co-counsel will be paid by the Attorneys out of the Attorneys' fees Client pays to the Attorneys. Attorneys will associate with Dillon McCandless King Coulter & Graham, L.L.P.

14. DISCLAIMER OF GUARANTEE. Nothing in this Agreement and nothing in Attorneys' statements to Client will be construed as a promise or guarantee about the outcome of Client's matter. Attorneys make no such promises or guarantees. Attorneys' comments about the outcome of Client's matter are expressions of opinion only.

15. MULTIPLE REPRESENTATIONS. The School District understands that Attorneys do or may represent many other individuals/entities with actual or potential litigation claims. Attorneys' representation of multiple claimants at the same time may create certain actual or potential conflicts of interest in that the interests and objectives of each client individually on certain issues are, or may become, inconsistent with the interests and objectives of the other. Attorneys are governed by specific rules and regulations relating to Attorneys' professional responsibility in Attorneys' representation of clients, and especially where conflicts of interest may arise from Attorneys' representation of multiple clients against the same or similar Defendants, Attorneys are required to advise Attorneys' clients of any actual or potential conflicts of interest

and obtain their informed written consent to Attorneys' representation when actual, present, or potential conflicts of interest exist. By signing this agreement, the School District is acknowledging that it has been advised of the potential conflicts of interest which may be or are associated with Attorneys' representation of the School District and other multiple claimants, that the School District nevertheless wants the Attorneys to represent the School District, and that the School District consents to Attorneys' representation of others in connection with the litigation. Attorneys strongly advise the School District, however, that the School District remains completely free to seek other legal advice at any time even after the School District signs this Agreement.

16. AGGREGATE SETTLEMENTS. Often times in cases where Attorneys represent multiple clients in similar litigation, the opposing parties or Defendants attempt to settle or otherwise resolve Attorneys' cases in a group or groups by making a single settlement offer to settle a number of cases simultaneously. There exists a potential conflict of interest whenever a lawyer represents multiple clients in a settlement of this type because it necessitates choices concerning the allocation of limited settlement amounts among the multiple clients. However, if all clients consent, a group settlement can be accomplished and a single offer can be fairly distributed among the clients by assigning settlement amounts based upon the strengths and weaknesses of each case; the relative nature, severity and extent of injuries; and individual case evaluations. In the event of a group or aggregate settlement proposal, Attorneys may implement a settlement program, overseen by a referee or special master who may be appointed by a court, designed to ensure consistency and fairness for all claimants, and which will assign various settlement values and amounts to each client's case depending upon the facts and circumstances of each individual case. The School District authorizes Attorneys to enter into and engage in group settlement discussions and agreements which may include the School District's individual claims. Although the School District authorizes Attorneys to engage in such group settlement discussions and agreements, the School District will still retain the right to approve, and Attorneys are required to obtain the School District's approval of, any settlement of the School District's case.

17. EFFECTIVE DATE AND TERM. This Agreement will take effect upon execution by School District and Attorneys.

18. COUNTERPARTS. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, and all of which, taken together, shall constitute one and the same instrument. Facsimile or .pdf versions of this Agreement shall have the same force and effect as signature of the original.

[THE BALANCE OF THIS PAGE HAS BEEN LEFT BLANK INTENTIONALLY.
SIGNATURE PAGE FOLLOWS.]

The parties, intending to be legally bound, approve and agree to the foregoing terms by executing this Agreement.

THE FRANTZ LAW GROUP, APLC

_____
Signature

Date: _____

LEVIN LEGAL GROUP, P.C.

_____
Signature

Date: _____

DILLON MCCANDLESS KING COULTER & GRAHAM, LLP

_____
Signature

Date: _____

JERSEY SHORE AREA SCHOOL DISTRICT

_____
President

_____
Secretary

Date: _____

CTE Decommission Requests for October 2026

Item	Description	Program
GMI Technical Workstation 30” deep x 72” wide x 35.75” high w/16” powered riser **JSASD Inventory Tag No. 002146**	1 set drawers, 1 cabinet	CTE Machining
GMI Technical Workstation 30” deep x 60” wide x 35.75” high w/16” powered riser	2 sets drawers, 2 cabinets	CTE Machining
GMI Technical Workstation 30” deep x 60” wide x 35.75” high	3 cabinets, 1 set drawers	CTE Machining

GMI = Greene Manufacturing, Inc.

AGREEMENT BETWEEN
JERSEY SHORE AREA SCHOOL DISTRICT
AND
BUCKNELL UNIVERSITY

WHEREAS, the *Jersey Shore Area School District* ("Donee") wishes to acquire a *134 used orange Terrace Room chairs* from Bucknell University ("Bucknell");

WHEREAS, Bucknell agrees to donate said equipment to Donee *Jersey Shore Area School District*;

AND NOW, THEREFORE, the parties agree as follows:

1. Bucknell agrees to transfer all rights of ownership, title, possession, and use of the equipment to Donee concurrent with Donee taking possession of the equipment consistent with paragraph 2 below.
2. Donee) agrees to remove and take possession of the equipment at a time mutually agreed upon between Bucknell and Donee, but no later than thirty (30) days of the full execution of this Agreement. Donee shall be responsible for all costs associated with such removal.
3. Donee agrees to accept the equipment "as is" without any warranties of any kind, express or implied. Bucknell disclaims all representations and warranties, whether express, implied, written, oral, or statutory, with regard to the equipment, including but not limited to, any express or implied warranty for merchantability or fitness for a particular purpose.
4. To the fullest extent permitted by law, Donee agrees to release, indemnify and hold harmless Bucknell, including its trustees, officers, employees and agents, from and against any and all claims, damages, losses, liabilities or expenses of any kind, including attorneys' fees, that may arise out of the use of the equipment by Donor or any third party, including, but not limited to, any and all claims for property damage, personal or bodily injury (including death), compensatory damages, consequential and indirect damages, and punitive damages.
5. This Agreement shall be governed by the law of the Commonwealth of Pennsylvania. If any provision of this Agreement shall be held to be unenforceable, then the remaining provisions shall be enforced in accordance with its terms.
6. This Agreement may be executed in one or more counterparts, with a copy having the same effect as an original signature.

BUCKNELL UNIVERSITY

BY: Donna Bender
Printed Name: Donna Bender
Title: Director of Procurement Services
Date: 10/15/2026

JERSEY SHORE AREA SCHOOL DISTRICT

BY: Mark J Wall II
Printed Name: MARK J WALL II
Title: Director of buildings and grounds
Date: 10/15/2026

Public school districts are generally not 501(c)(3) organizations because they are government entities, though they are considered non-profit and can often receive tax-deductible contributions.

Public Schools and School Districts

Public school districts in the United States are **government entities** funded primarily by state and local taxes, and they operate to provide education rather than generate profits. Because they are part of the government, they **do not need to apply for 501(c)(3) status** to be tax-exempt, and they are automatically exempt from federal income tax under government entity rules Finance Strategists +2 . Despite not being 501(c)(3) organizations, public schools and districts can often receive **tax-deductible donations** from individuals and organizations as if they were charitable entities

501c3.org +1 .

ADMINISTRATIVE REGULATION

JERSEY SHORE AREA SCHOOL DISTRICT

APPROVED: September 14, 2015

REVISED:

702-AR-1. INTENT TO GIVE GIFT/GRANT/DONATION FORM

I/We are requesting the Board to accept our intent to provide a gift, grant or donation to the district in order to support and supplement the district's educational and/or student activities program.

Name of individual, group or agency: Bucknell University

Contact person if group or agency: Donna Bender

Address: db073@bucknell.edu

Bucknell University, One Dent Drive, Lewisburg, PA 17837-2005

District program, school or grade level to be recipient: District Wide

Purpose of gift, grant, donation: to benefit the Jersey Shore Area School District.

Amount of gift, grant, donation: Chair Donation (134 chairs)

The district will make every effort to honor the intent of the donor in the use of the gift, but it reserves the right to utilize any gift in the best interest of the district's educational program.

I attest that there are no encumbrances against this gift to the district.

Donor Signature — Date

Superintendent Signature — Date 10/19/16

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ADMINISTRATIVE REGULATION

JERSEY SHORE AREA SCHOOL DISTRICT

APPROVED: September 14, 2015

REVISED:

702-AR-1. INTENT TO GIVE GIFT/GRANT/DONATION FORM

I/We are requesting the Board to accept our intent to provide a gift, grant or donation to the district in order to support and supplement the district's educational and/or student activities program.

Name of individual, group or agency: Blaise Alexander Subaru

Contact person if group or agency: Alisha Rider

Address: 595 Alexander Drive, Muncy, PA 17756

District program, school or grade level to be recipient: Jersey Shore Area Middle School

Purpose of gift, grant, donation: Student and teacher supplies

Amount of gift, grant, donation: $169.50

The district will make every effort to honor the intent of the donor in the use of the gift, but it reserves the right to utilize any gift in the best interest of the district's educational program.

I attest that there are no encumbrances against this gift to the district.

Donor Signature — Date: 10/12/26

Superintendent Signature — Date: 10/26/26

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ADMINISTRATIVE REGULATION

JERSEY SHORE AREA SCHOOL DISTRICT

APPROVED: September 14, 2015

REVISED:

702-AR-1. INTENT TO GIVE GIFT/GRANT/DONATION FORM

I/We are requesting the Board to accept our intent to provide a gift, grant or donation to the district in order to support and supplement the district's educational and/or student activities program.

Name of individual, group or agency: Wrestling boosters

Contact person if group or agency: Brooke Kanouff

Address: 903 Canoe Run Rd Jersey Shore, PA 17740

District program, school or grade level to be recipient: Wrestling program

Purpose of gift, grant, donation: Half cost of the winch for mat lat

Amount of gift, grant, donation: $300

The district will make every effort to honor the intent of the donor in the use of the gift, but it reserves the right to utilize any gift in the best interest of the district's educational program.

I attest that there are no encumbrances against this gift to the district.

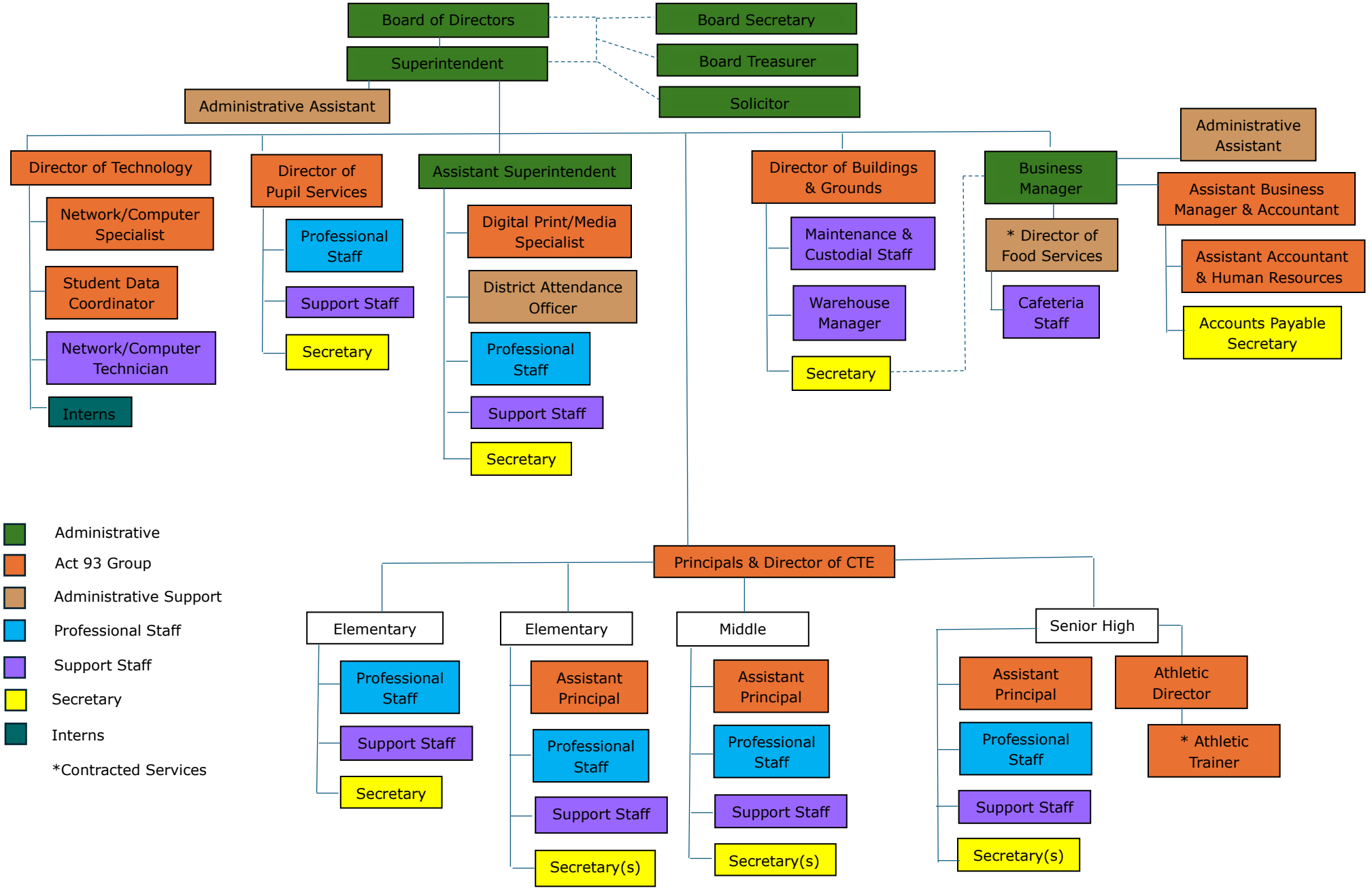
Brooke Kanouff
Donor Signature

Date

Superintendent Signature

10/30/24
Date

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Board of Directors
Board Secretary
Board Treasurer
Solicitor
Superintendent
Administrative Assistant
Director of Technology
Network/Computer Specialist
Student Data Coordinator
Network/Computer Technician
Interns
Director of Pupil Services
Professional Staff
Support Staff
Secretary
Assistant Superintendent
Digital Print/Media Specialist
District Attendance Officer
Professional Staff
Support Staff
Secretary
Director of Buildings & Grounds
Maintenance & Custodial Staff
Warehouse Manager
Secretary
Business Manager
* Director of Food Services
Cafeteria Staff
Administrative Assistant
Assistant Business Manager & Accountant
Assistant Accountant & Human Resources
Accounts Payable Secretary
Administrative
Act 93 Group
Administrative Support
Professional Staff
Support Staff
Secretary
Interns
*Contracted Services
Principals & Director of CTE
Elementary
Professional Staff
Support Staff
Secretary
Elementary
Assistant Principal
Professional Staff
Support Staff
Secretary(s)
Middle
Assistant Principal
Professional Staff
Support Staff
Secretary(s)
Senior High
Assistant Principal
Professional Staff
Support Staff
Secretary(s)
Athletic Director
* Athletic Trainer

BOARD POLICY

218.4 Aggressive Physical Behavior

POLICY NUMBER	VERSION	DOCUMENT STATUS	WORKFLOW
218.4	v1.3	DRAFT	Administrative Review

PRINTED
10/19/2026

Purpose

One of the primary functions of the Board is to provide a working environment that is safe and relatively comfortable for both students and staff. In an effort to provide administrators, teachers, and other charged with the responsibility of maintain in a high degree of safety within the schools of this district, this policy is established.

Definition

Aggressive physical behavior shall include but not be limited to threatening, fighting, intimidating, hitting, biting, kicking, slapping, menacing, throwing objects with intent to harm, intent to cause serious bodily injury.

Guidelines

This policy shall apply to students anytime they are on school property, at all extracurricular activities, and the time students spend en route to and from school on a scheduled school day.

Law enforcement officers will be contacted in the event that bodily harm or injury occurs or, if in the judgement of the administrator, the situation warrants their assistance.

Elementary Students (Grades K-5)

Each instance of aggressive physical behavior involving elementary students will be handled on an individual basis and participants may receive up to a five (5) day suspension from school. The student may not be allowed to return to school until a parent conference is held, according to due process. Involvement in additional aggressive physical behavior may lead to a hearing before the Board for possible expulsion from school.[1]

Secondary Students (Grades 6-12)

Any student involved in any form of aggressive physical behavior may receive up to a maximum ten (10) day in school/out of school suspension. The student will be afforded a due process hearing within the first five (5) days of the suspension. If the suspension is shorter than 5 days, the student may not be allowed to return to school until a parent conference is held. Involvement in additional aggressive physical behavior may lead to a hearing before the Board for possible expulsion from school. In addition, any student involved in this type of behavior who is beyond compulsory school age (seventeen (17) years old or older) may be scheduled for a formal hearing before the Board for the purpose of expulsion on the first offense.[1]

Delegation of Responsibility

The Superintendent or designee shall be charged with the responsibility of enforcing and following the guidelines relating to this policy.

Legal Footnotes

[1] Pol. 233

POLICY REFERENCE

Referenced policy is not available in this policy book.

BOARD POLICY

707 Use of School Facilities

POLICY NUMBER	ADOPTED	REVISED	VERSION
707	10/12/2015	3/23/2026	v2.4
DOCUMENT STATUS	**WORKFLOW**	**PRINTED**	
UNDER-REVIEW	Administrative Review	10/19/2026	

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Purpose

The Board recognizes that although the primary purpose of the school buildings, facilities and property is to provide students with an appropriate learning environment, the Board may make school facilities available to individuals and community groups without discrimination and in accordance with this policy, provided the use does not interfere with the educational program of the schools. This policy establishes conditions, restrictions and procedures for the use of school facilities for non school-sponsored purposes.

Authority

It is the intention of the Board that the school facilities will be available primarily for use by organized residents and community groups within the boundaries of the district. These groups are permitted to use school facilities when such use conforms to the established regulations and does not interfere with the school programs or school maintenance. School facilities may not be used for any activity and/or event forbidden by law or policy.

The Board believes that appropriate fees shall be assessed to the user to cover operation and maintenance costs, particularly additional energy consumption and operating fees. The Board further believes that time during the year must be allowed for detailed maintenance and cleaning of the school facilities. Maintenance/cleaning has priority over public use of the school facilities during June, July, and August. It is during this period that the schools are readied for the coming school year and most maintenance is completed.

The Board directs that use of school facilities may be granted to individuals and community groups for the following types of activities:

Class A	1. District related non-profit organizations directly related to school-sponsored activities or the support of educational activities in the district. Examples include: student clubs, yearbook and other organizations of a similar purpose. 2. School-related activities, which may include PIAA events. 3. School-related non-profit organizations such as booster clubs, PTOs and organizations of similar purpose.
Class B	1. Non-profit organizations. ~~unrelated to school activities that provide a beneficial service to the citizens and community of the district as a whole. Examples include: organizations such as the Jersey Shore Community Band, Jersey Shore YMCA, Town Meeting, community youth programs, such as Little League, or community adult programs. These organizations are primarily located and residing within the district for the benefit of the district's students and citizens.~~ 2. Governmental organizations.
Class C	1. Non-profits when charging entry fee for profit and all other organizations not described above.
~~**Class D**~~	1. ~~For-profit groups, private interest groups and other organizations that are not directly related to school activities or are not primarily located within the district and are considered nonresident, but may have some beneficial impact on the residents of the community.~~ 2. ~~Commercial and profit-generating activities that have limited benefit for the district or the community as a whole.~~

The Board shall establish a schedule of fees for the use of school facilities by approved groups.[1]

Delegation of Responsibility

The Superintendent shall ensure that this policy is posted on the district's publicly accessible website.[2]

The Superintendent or designee shall implement administrative regulations or procedures for requesting and granting permission for use of school facilities and shall distribute the necessary information to individuals affected by them.

An application for use of school facilities may be disapproved because of noncompliance with established policy and procedures by the Superintendent.

The food service director or designee shall be responsible for the general supervision of use of school cafeterias with kitchens for functions requiring catering service.

Guidelines

General

1. This policy does not create any rights to the use of school buildings and grounds.
2. The Board reserves the right to refuse the use of school buildings and grounds for cause at any time.
3. The Board reserves the right to revoke any permit that has heretofore been approved.
4. The availability of the school facilities shall at all times be subject to the conveniences, requirements, and activities of the school.
5. The district reserves the right to assign necessary employees to staff the building at the expense of the organization using the facilities.
6. The district reserves the right to refuse any application if personnel are not available to accommodate the event(s).
7. The Board requires all facilities rentals to comply with current Board policies, procedures, state and federal laws, and community standards.

Eligibility

1. School, school-related, community or civic/service and other organizations offering a program of sound educational, civic, recreational, or cultural value that is instructive and beneficial are eligible to use the school facilities. Governmental agencies may use school facilities for hearings and public meetings. Religious organizations may hold worship services during non-school hours.
2. At the secondary level, religious secular meetings that are student initiated and supervised by a school employee may be permitted during non-instructional time. School employees who are present, as monitors, may not direct, control, or participate in the meeting. Non-instructional time occurs before school convenes in the morning and after school is dismissed in the afternoon.
3. Non-school persons are prohibited from directing, conducting or regularly attending student-initiated meetings of a religious or political nature.
4. Eligibility will be verified by administrative review. If eligibility is contested, the request will be referred to the Board.

Ineligibility

The district has a compelling interest to shield its students and personnel from harassment as well as vulgar, obscene and/or inflammatory speech or other similar activities that are not compatible with the mission and function of the district. No organization shall utilize school facilities for any purpose that would tend to violate these interests.

No meeting shall be held in or on school facilities for purposes that are essentially commercial in nature.

Definitions

School Organizations - Organizations whose primary purpose and function is support of educational activities of the district. This includes student organizations, community education, PTO, booster clubs and other citizen advisory groups approved by the Board.

Booster Club - An organization that promotes, assists or augments the mission of the district. Acknowledgement by the district of such an organization's existence is confirmed by the club providing a current list of the names, addresses, phone numbers and email addresses of all officers as well as a copy of its constitution and bylaws.

School-related, Community, Civic/Service Organization - Any non-profit organization within the district whose primary purpose is the betterment of the community and the providing of service to the residents in general.

Community - The geographical area encompassed by the district whose primary purpose is the betterment of the community and the providing of service to the residents in general.

Personnel Fee - Fee charged to building users for personnel costs incurred as a result of a given activity. This includes, but is not limited to, custodians, pool staff, technology staff, maintenance staff, food service staff and security staff.

Operating Fee - Fee charged for the additional maintenance and administration of an event, such as energy consumption fee or snow removal fee.

Rental Fee - Fee charged for the temporary use of space.

Application Process

All requests for the use of facilities, including athletic fields, by internal or external organizations shall be made through the district's online request system, or paper-based forms if the online system is not accessible. Requests shall be submitted to the Superintendent at least fourteen (14) days prior to the date the specified facilities shall be requested.

Organizations and groups using school facilities shall be required to designate one (1) adult member of its group to be in charge of and responsible to the applicable building principal for the program or activity at the time the use of the facilities application shall be submitted.

The application must specify the portion of the school facilities requested for use; proposed activities; number of individuals participating; and the date, time and duration of the proposed event. The time of the event must include setup and tear down time and all events must end by the time specified on the application.

All applications for use of athletic fields must receive approval by the Athletic Director, the Principal, the Buildings & Grounds Supervisor, and the Superintendent.

Opens your browser's print dialog. Choose "Save as PDF" to download.

Along with the completed application, the individual or group must submit the following:

1. ~~Payment of the specified rental fee.~~
2. Certificate of insurance with liability coverage of at least $1 million naming the district as an additional insured.
3. Documentation evidencing the district shall be held harmless by the user for any liability that arises from use of school facilities by the individual or group.

A reservation shall not be made final until the application and the Certificate of Insurance shall be returned and approved by the district designee.

School facilities shall be subject to district inspection at any time during use by individuals or community groups.

Applications will be reviewed and approved, and applications for use of facilities shall not be considered accepted until approved in writing.

Applications for facilities use that are denied will be returned to the requesting organization with an explanation for the denial.

Activities may be postponed or canceled by the applicant, but a request to postpone or cancel must be received at least two (2) days in advance, except in emergencies. Applicants that fail to comply with the cancelation notice will be required to pay 50% of their fee in order to cover the incurred operating costs.

All rental fees and/or other charges are due within thirty (30) days after the billing date.

Applications will be accepted up to one (1) year in advance. Scheduling is completed on a first come/first serve basis with the following exceptions:

1. Class A groups will be given priority in use of any facilities. They may negate any previously approved events if a conflict occurs.
2. Class B groups will have second priority. Class B may negate Class C or D events, but not Class A events.
3. Interscholastic athletic events will have priority over all other events.

Application Evaluation

No application to use school facilities shall be approved if the proposed activity would result in any of the following:

1. Conflict with any school-sponsored activity.
2. Access to school facilities closed due to renovations, maintenance, cleaning, the school calendar or Board action.
3. Access to school facilities containing equipment or furnishings which would be detrimental to the operation of a district program if damaged or operated by an unqualified operator.
4. The proposed use would prevent or encumber district personnel from preparing school facilities for their primary purpose, because of the nature or duration of the activity.

Restrictions in Use of Facilities

An organization/individual shall not be permitted to use school facilities if it interferes with school programs. The district may cancel any permits for school use in the event that a conflict with school program develop. The district will strive to give as much advance notice as possible in the event of a cancellation.

No application to use school facilities shall be approved if the proposed activity would result in any of the following:

1. Access to school facilities closed due to renovations, maintenance, cleaning, school calendar conflicts or Board action.

2. Access to school facilities containing equipment or furnishings which would be detrimental to the operation of a district program if damaged or operated by an unqualified operator.

3. Access to school facilities that would prevent or encumber district personnel from preparing school facilities for their primary purpose, because of the nature or duration of the activity.

Limitations

When individuals and community groups receive written permission to use school facilities under this policy, such use shall be conditioned upon strict compliance with the following:

1. The use of any school facility will automatically be canceled when the facilities have been closed by school authorities because of a local, state or natural disaster or emergencies such as fire, flood, storms, mechanical failure, etc. When classes are canceled or dismissed early due to inclement weather, all building activities will be cancelled.

2. The District reserves the right to cancel any weekend activities at its discretion.

3. The use of the school facility must comply with all state laws, local ordinances and rules of the police and fire departments regarding public assemblies. The approved applicant must arrange adequate police protection for all public assemblies.

4. No chairs or other obstructions may be placed in aisle, entrances or exit areas.

5. Outdoor school facilities shall be closed and off limits after dark, except for those areas lighted for nighttime use.

6. Organizations/individuals which charge admission shall be fully responsible for paying any taxes as required by law.

7. Individuals shall not access or enter any portion of the school facilities or use the contents of the school facility not specified in the approved written application.

8. Organizations/individuals which charge admission shall be fully responsible for paying taxes as required by law.

9. Organizations/Individuals using the school facility shall not be permitted at any time to change the electrical or electronic circuits in the facility.

10. Organizations/Individuals must identify additional equipment to be used at the event which cannot be plugged into existing receptacles. Additional electrical equipment must be inspected by and approved by a member of the district Buildings and Grounds staff, and organizations may be charged additional fees for electrical use. The district will be the sole determiner if additional fees are needed.

11. Storage or scenery or other property in school facilities shall not be permitted without the prior permission of the building principal. Putting up scenery or decorations or moving district furnishings/equipment shall be prohibited unless granted permission by the building principal.

12. All decorations, if approved, must be fire proof and subject to approval of school officials. No decorations shall be fastened to the floors, wall, and ceilings with nails, screws or any other fasteners/adhesives that will damage the finish of the floors, walls and ceilings. No open flame decorations shall be used.

13. Any and all approved decorations, furnishings and equipment, and debris, shall be removed by the user immediately upon termination of the activity. Individuals shall refrain from any conduct or activities not specifically identified in the approved written application form.

14. Only gym shoes or sneakers shall be permitted on gym floors when utilized for sports.

15. When advertising or promoting activities held at school facilities, individuals or organizations shall clearly identify that the activities are not being sponsored by the district.

16. School equipment used in conjunction with the facilities request shall be identified when the application is submitted. Users of school equipment must accept liability for any damage to or loss of equipment that occurs while in their use. Where rules so specify, no equipment may be used except by a qualified operator provided by the district.

17. All events involving elementary age children/elementary school facilities must end by 8:30 pm on nights when school is in session the following day.

18. All events involving middle school/high school age children/secondary school facilities must end by 9:30 pm on nights when school is in session the following day.

19. Only gym shoes or sneakers shall be permitted on gym floors when utilized for sports.

20. When advertising or promoting activities held at school facilities, individuals or organizations shall clearly identify that the activities are not being sponsored by the district.

21. School equipment used in conjunction with the facilities request shall be identified when the application is submitted. Users of school equipment must accept liability for any damage to or loss of equipment that occurs while in their use. Where rules so specify, no equipment may be used except by a qualified operator provided by the district.

22. All events involving elementary age children/elementary school facilities must end by 8:30 pm on nights when school is in session the following day.

23. All events involving middle school/high school age children/secondary school facilities must end by 9:30 pm on nights when school is in session the following day.

24. Individuals shall not use, access or enter upon any portions of the school facilities or their contents not specified in the approved written request form.

25. Individuals shall refrain from any conduct or activities not specifically identified in the approved written request form.

The district reserves the right to request any individual or organization to arrange for school security to be present at any event. The exact number of security staff required and applicable rates shall be determined by the district.

School authorities, at their discretion, may take action as may be necessary to preserve order and to protect school property and the taking of such action shall not in any way relieve the applicant of responsibility in that regard.

Prohibited Activities

The following activities are strictly prohibited in school facilities when individuals and community groups are granted written permission to use said school facilities:[3]

1. Direct payments to district staff including overtime.
2. Possession of food or beverages in the auditorium, gym, pool or in any room not reserved for such purpose.
3. Possession, use or distribution of controlled substances prohibited by state or federal law.
4. Possession of weapons.
5. Conduct that would alter, damage or be injurious to any district property, equipment or furnishings.
6. Conduct that would constitute a violation of the Pennsylvania Crimes Code, and/or state and federal laws and regulations.
7. Use of tobacco and vaping products, and other e-cigarettes, as defined in the law.[4] [5] [6] [7]

   Products approved by the United States Food and Drug Administration for sale as a tobacco cessation product or for other therapeutic purposes where the product is marketed and sold solely for such approved purpose, are permitted, as long as the product is not inhaled.
8. Medical marijuana products as prohibited by federal law.
9. ~~The Board may designate specific areas for tobacco use by the public on property owned, leased or controlled by the district that is at least fifty (50) feet from school buildings, stadiums and bleachers.~~
10. Gambling, games of chance, lotteries, raffles or other activities requiring a license under the Local Option Small Games of Chance Act, unless such activity has been expressly authorized by the Board or the Superintendent.[8][9]

Violations

The district reserves the right to remove from district premises any individual or community group who fails to comply with the terms and conditions of this policy and established procedures.[3]

In the event an individual or community group violates this policy or the terms under which permission was granted to use school facilities, that individual or community group forfeits the right to submit future written requests to use district property, unless otherwise decided by the Board.

Fee Schedule

Use of school facilities for activities directly related to the educational program and district operations shall be without cost to users except that the user shall be responsible for extra custodial fees.

The fee schedule shall be reviewed and published annually on the district web site.

Fees will be assessed according to the following schedule, with additional fees for special use areas:

Class A: No fee if during normal school/staff working hours.

Class B: Personnel Fee.

Class C: Personnel Fee, Operating Fee, Rental Fee.

~~Class D: Personnel Fee, Operating Fee, Rental Fee.~~

Any group renting facilities that qualifies as Class A or Class B will be charged all fees when they are hosting an event where attendees are charged an entry/gate fee.

Special Use Area Fee

Pool - All Class A, B, C ~~and D~~ will be assessed personnel fees. Class C ~~and Class D~~ will be assessed operating fees and rental fees.

~~Computer Labs - All Class B, C and D will be assessed personnel fees. Class C and Class D will be assessed operating fees and rental fees.~~

Stage - All Class B, C ~~and D~~ will be assessed personnel fees. Class C ~~and Class D~~ will be assessed operating fees and rental fees.

Athletic Fields - All Class A, B, C, ~~and D~~ will be assessed personnel fees and operating fees. Class C ~~and Class D~~ will be assessed operating fees and rental fees.

~~Kitchens - All Class A, B, C, and D will be assessed personnel fees and operating fees. Class C and Class D will be assessed rental fees.~~

Other - Fees may be assessed for use of any district owned equipment. Arrangements for any use of equipment must be requested and approved in advance. The district may require an applicant to secure police protection and assume associated costs for any event.

Wear and Tear

Individuals or organizations granted use of school facilities shall be required to restore to original condition any property destroyed or suffering from more than normal wear and tear. The district shall be the sole judge of destruction of property or excessive wear and tear.

Use of District Staff

Individuals or organizations requiring use of district staff shall be billed at the current hourly rate for overtime.

Payment of overtime for district staff shall be made by the district, in accordance with Board policy.[8]

Such district staff includes:

1. Off-duty custodians/maintenance staff to remain after the normal workday, including additional time for opening and closing a building.
2. Off-duty certified food service staff to be present for the use of school cafeterias with kitchens for functions, including catering service requiring a member of the certified district staff to be on duty during the event.
3. Off-duty technology staff or other appropriate staff for use of stage facilities, audiovisual equipment, computer labs or other technology facility and to operate the district-owned equipment.
4. In the event that the required district staff shall not be available, the facility request shall be denied.

Use of Pool Facilities

A minimum of two (2) certified lifeguards shall be present during all pool activities. The fee for such staff shall be in addition to the pool rental costs. The ratio of certified lifeguards for the number of swimmers shall be strictly adhered to.

Legal Footnotes

[1] 24 P.S. 775
LEGAL REFERENCE

[2] 24 P.S. 510.2
LEGAL REFERENCE

[3] 24 P.S. 511
LEGAL REFERENCE

[4] 18 Pa. C.S.A. 6306.1
LEGAL REFERENCE

[5] 20 U.S.C. 7972
LEGAL REFERENCE

[6] 20 U.S.C. 7973
LEGAL REFERENCE

[7] Pol. 904 — Public Attendance at School Events
POLICY REFERENCE

[8] 10 P.S. 328.101 et seq
LEGAL REFERENCE

[9] 61 PA Code 901.701
LEGAL REFERENCE

BOARD POLICY

249 SD PNN Bullying/Cyberbullying

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
249 SD PNN	v3.11	DRAFT	9/28/2026

PURPOSE

The Board is committed to providing a safe, positive learning environment for district students.

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

DEFINITIONS

Artificial Intelligence-Generated or Modified Media means text, code, images, audio or video data that has been created or modified from its original source data through the use of artificial intelligence technology, programs or platforms.[1]

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

~~{ } and/or outside a school setting,~~

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

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

~~Bullying, as defined in this policy, includes cyberbullying.~~

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

~~{ } and/or outside a school setting.~~

School setting means in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school.[1]

AUTHORITY

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

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

Students are encouraged to use the district's report form, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

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

~~**Title IX Sexual Harassment and Other Discrimination**~~

~~**Every report of alleged bullying that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination shall be handled as a joint, concurrent investigation onto all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a bullying investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged bullying.**~~

Confidentiality

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

Retaliation

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

DELEGATION OF RESPONSIBILITY

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

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

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

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

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

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

GUIDELINES

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

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

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

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

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

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

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

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

Threat Assessment

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

Discrimination/Harassment

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

Investigation Procedures

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

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

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

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

Investigative Findings

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

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

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

District Response and Corrective Action

If an investigation results in a finding that bullying or cyberbullying or other misconduct occurred, the district shall take prompt and appropriate corrective action designed to stop the conduct, prevent its recurrence, protect affected students, eliminate any hostile or disruptive environment, and prevent retaliation.[1]

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

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

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

{ x } Counseling within the school.

{ x } Parental conference.

{ x } Loss of school privileges.

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

{ x } Exclusion from school-sponsored activities.

{ x } Detention.

{ x } Suspension.

{ x } Expulsion.

{ x } Counseling/Therapy outside of school.

{ x } Referral to law enforcement officials.

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

This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district website.

Education

The district

{ x} may

~~{ } shall~~

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

School Safety and Security Incidents Report

Annually, by July 31, the Superintendent shall report on the designated form, to the PA Department of Education, all new incidents as required by state law. The report must include the total number of bullying and cyberbullying incidents that occurred during the school year, including the number of cyberbullying incidents suspected to involve artificial intelligence-generated or modified media.[2][14]

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Legal Footnotes

[1] 24 P.S. 1303.1-A
LEGAL REFERENCE

[2] Pol. 805.1 — Relations With Law Enforcement Agencies
POLICY REFERENCE

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

[4] Pol. 806 — Child Abuse
POLICY REFERENCE

[5] 24 P.S. 1302-E
LEGAL REFERENCE

[6] Pol. 236.1 — Threat Assessment
POLICY REFERENCE

[7] Pol. 103 — Discrimination/Title IX Sexual Harassment Affecting Students
POLICY REFERENCE

[8] Pol. 103.1 — Nondiscrimination — Qualified Students with Disabilities
POLICY REFERENCE

[9] Pol. 216 — Student Records
POLICY REFERENCE

[10] 22 PA Code 12.3
LEGAL REFERENCE

[11] 20 U.S.C. 7118
LEGAL REFERENCE

[12] 24 P.S. 1302-A
LEGAL REFERENCE

[13] Pol. 236 — Student Assistance Program
POLICY REFERENCE

[14] 24 P.S. 1319-B
LEGAL REFERENCE

BOARD POLICY

704 Maintenance

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
704	v3.4	DRAFT	9/28/2026

PURPOSE

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

AUTHORITY

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

DELEGATION OF RESPONSIBILITY

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

{x } Regular program of maintenance, repair and improvement of buildings and facilities.

{ x} Testing lead levels in drinking water.[3]

{ x} Critical spare parts inventory.

{ x} Equipment replacement program.

{ x} Long-range plans for building modernization and conditioning.

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

{ x} Each building principal, in conjunction with the building maintenance employee, shall conduct a physical inspection of the building on a

(x) periodic

~~( ) monthly~~

~~( ) bimonthly~~

basis and return a written report to the Superintendent or designee as to the findings of that inspection.

The Superintendent shall report

~~{ } annually~~

~~{ } quarterly~~

{ x } periodically

to the Board regarding the current maintenance and improvement program and projected maintenance

needs that include cost analysis.

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Legal Footnotes

[2] **24 P.S. 701**
LEGAL REFERENCE

[3] **24 P.S. 742.1**
LEGAL REFERENCE

BOARD POLICY

805.2 School Security Personnel

POLICY NUMBER	REVISED	LAST REVIEWED	VERSION
805.2	9/25/2026	9/25/2026	v1.3
DOCUMENT STATUS	**PRINTED**		
DRAFT	9/29/2026		

AUTHORITY

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

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

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

DEFINITIONS

School security personnel - school police officers, school resource officers and school security guards.[2]

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

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

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

DELEGATION OF RESPONSIBILITY

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

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

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

1. Oversee all
   {x} school police officers
   {x} School Resource Officers (SROs)
   {x} school security guards.
   and event staff.
2. Review and provide oversight of all Board policies, administrative regulations and procedures related to school safety and security, and ensure compliance with federal and state laws and regulations regarding school safety and security.
3. Coordinate training and resources for students and staff related to situational awareness, trauma-informed approaches, behavioral health awareness, suicide **awareness and prevention,** bullying **and cyberbullying** awareness **and prevention**, substance use awareness, emergency procedures and training drills, and identification or recognition of student behavior that may indicate a threat to the safety of the student, other students, school employees, other individuals, school facilities or the community, in accordance with the standards established by the state's School Safety and Security Committee and the requirements of applicable law and regulations.[3][4][5][6][7][8][9][10][11][12][13]
4. Meet with school employees annually to seek their input on the mandatory school safety and security training.[4]
5. Coordinate a tour of the district's buildings and grounds biennially, or when a building is first occupied or reconfigured, with law enforcement and first responders responsible for protecting and securing the district to discuss and coordinate school safety and security matters.
6. Serve as the liaison with law enforcement and other state committees and agencies on matters of school safety and security.
7. Serve on the district's threat assessment team(s) and participate in required training and the threat assessment process.[8][14]
8. Coordinate School Safety and Security Assessments, School Safety and Security grant requirements and respond to School Safety and Security surveys, as applicable.[12][15]
9. Collaborate with District Administrators, the School Resource Officer and facilities use requestors to determine adequate security coverage at district events with not less than one staff member for events larger than 50 community members.
10. Coordinate school safety and security meetings with school and building leadership, at least on a quarterly basis.

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

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

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

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

1. Threat assessment team information, including verification of compliance with law and regulations, the number and composition of the district's threat assessment team(s), the total number of threats assessed in the past year and additional information on threat assessment required by the Superintendent or designee, in accordance with Board policy.[8][14]

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

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

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

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

~~**[NOTE: Select the applicable option(s) below with the appropriate corresponding language for each option, based on the district's school security personnel.]**~~

GUIDELINES

{x} School Police Officers

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

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

School police officer –[2][23][24]

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

Background Checks -

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

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

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

Requirements -

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

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

The district shall make reports regarding hiring and separation, and shall maintain all records, as required for a law enforcement agency, in accordance with applicable law and regulations.[31][36]

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

{x} The district shall request that the court grant the school police officer authority to carry a firearm, in accordance with law. The school police officer shall maintain all applicable firearm license and training requirements, in accordance with applicable law and Board policy.[22][38]

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

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

1. Enforce good order in school buildings, on school buses or vehicles owned or leased by the district, and on school grounds.
2. If authorized by the court, issue summary citations or detain individuals who are in school buildings, on school buses and on school grounds in the district until local law enforcement is notified.

3. If authorized by the court, a school police officer who is a law enforcement officer employed by the district whose responsibilities, including work hours, are established by the district, may exercise the same powers as exercised under authority of law or ordinance by the police of the municipality in which the school property is located.

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

{ x } School Resource Officers (SROs)

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

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

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

1. Assist in identification of physical changes in the environment which may reduce crime in or around a school.
2. Assist in developing Board policy, administrative regulations or procedures which address crime, and recommending procedural changes.
3. Develop and educate students in crime prevention and safety.
4. Train students in conflict resolution, restorative justice and crime awareness.
5. Address crime and violence issues, gangs and drug activities affecting or occurring in or around a school.
6. Develop or expand community justice initiatives for students.
7. Other duties as agreed upon between the district and municipal agency.

Prior to assignment in the district, the district shall confirm that the law enforcement agency has completed a law enforcement agency background investigation and received the SRO's separation record, when required, in compliance with applicable law and regulations. The district shall coordinate with the law enforcement agency in making required reports regarding hiring and separation, and maintaining all required records, in accordance with applicable law and regulations.[31][36]

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

{x} School Security Guards

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

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

Background Checks -

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

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

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

Requirements -

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

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

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

~~{ } School security guards authorized to carry a firearm shall maintain an appropriate license and successfully complete required firearm training in accordance with law.[47]~~

Event Staff

Event staff shall provide the following services, as directed by the district and head security guard:

1. Assist Security guard(s) in providing a safe and secure environment.
2. Assist law enforcement as directed by the head security guard or district administrator.
3. Direct traffic and parking.

The district shall make reports regarding hiring and separation, and shall maintain all records, as required for a law enforcement agency, in accordance with applicable law and regulations.[31][36]

{x} Other Agreements

{x} The district shall enter into a cooperative police service agreement(s) with a municipality(ies), in accordance with the provisions of law.[45][49][50][51]

{x } The district shall enter into an intergovernmental agreement(s) otherwise providing for School Resource Officers with other political subdivisions, in accordance with the provisions of law.[45][46][51]

Legal Footnotes

[5] **Pol. 5**
POLICY REFERENCE
Referenced policy is not available in this policy book.

[6] **Pol. 6**
POLICY REFERENCE
Referenced policy is not available in this policy book.

[7] **Pol. 7**
POLICY REFERENCE
Referenced policy is not available in this policy book.

[8] **Pol. 8**
POLICY REFERENCE
Referenced policy is not available in this policy book.

[9] **Pol. 9**
POLICY REFERENCE
Referenced policy is not available in this policy book.

[10] **Pol. 10**
POLICY REFERENCE
Referenced policy is not available in this policy book.

[11] **Pol. 11**
POLICY REFERENCE
Referenced policy is not available in this policy book.

[12] **Pol. 12**
POLICY REFERENCE
Referenced policy is not available in this policy book.

[13] **Pol. 13**
POLICY REFERENCE
Referenced policy is not available in this policy book.

[19] **Pol. 19**
POLICY REFERENCE
Referenced policy is not available in this policy book.

[20] **Pol. 20**
POLICY REFERENCE
Referenced policy is not available in this policy book.

[21] **Pol. 21**
POLICY REFERENCE
Referenced policy is not available in this policy book.

[25] **Pol. 25**
POLICY REFERENCE
Referenced policy is not available in this policy book.

[26] **Pol. 26**
POLICY REFERENCE
Referenced policy is not available in this policy book.

[42] **Pol. 42**
POLICY REFERENCE
Referenced policy is not available in this policy book.

[45] **Pol. 45**
POLICY REFERENCE
Referenced policy is not available in this policy book.

[48] **Pol. 48**
POLICY REFERENCE
Referenced policy is not available in this policy book.