

*Loyalsock Township School District*

## Meeting of School Directors

*April 9, 2025*

**7:00 p.m.**

***Loyalsock Township School District  
Secondary Campus  
Multi-Purpose Room (D10/11)  
2101 Loyalsock Drive  
Williamsport, PA 17701***

# AGENDA

- 1. Call to Order – President**
- 2. Pledge of Allegiance**
- 3. Administrative Report/Executive Session Purpose – Mr. Christopher Kenyon, Solicitor**
- 4. Roll Call – Mr. M. Daniel Egly, Board Secretary**

**MEMBER**

\_\_\_\_\_ David Bjorkman  
\_\_\_\_\_ Charles W. Edmonds, Ed.D., Treasurer  
\_\_\_\_\_ Lynn Frey, Vice President  
\_\_\_\_\_ Hal C. Gee, Jr., President  
\_\_\_\_\_ Robert D. Leidhecker  
\_\_\_\_\_ JacLynne Lindsay

**MEMBER**

\_\_\_\_\_ Tyler B. Richardson  
 \_\_\_\_\_ Melvin E. Wentzel  
 \_\_\_\_\_ Michael J. Zicoello  
 \_\_\_\_\_ \*Christopher Kenyon, Solicitor  
 \_\_\_\_\_ \*Gerald L. McLaughlin, Superintendent  
 \_\_\_\_\_ \*M. Daniel Egly, Business Mgr./Bd.Secretary  
 \_\_\_\_\_ \*Brooke Beiter, Ph.D., Assistant Superintendent  
 \_\_\_\_\_ \*(Non-Voting Member)

## OTHERS

\_\_\_\_\_ Stephen Hafele, High School Principal  
 \_\_\_\_\_ Richard Cummings, High School Assistant Principal  
 \_\_\_\_\_ Rachelle Ackerman, Middle School Principal  
 \_\_\_\_\_ Dayne Waller, Middle School Assistant Principal  
 \_\_\_\_\_ Marc Walter, Elementary Principal  
 \_\_\_\_\_ Megan Renninger, Elementary Assistant Principal  
 \_\_\_\_\_ Eric Gee, Director of Technology  
 \_\_\_\_\_ Lisa Fisher, Supervisor of Special Education  
 \_\_\_\_\_ Teri Key, Supervisor of Curriculum & Instruction  
 \_\_\_\_\_ , *Williamsport Sun-Gazette*

5. **A. Recognition of Guests or Scheduled Speakers/Public Comments**
- Omer Award Recipient, Marshall Johnson
  - Michelle Bartley, Odyssey of the Mind Advisor

## B. Public Comments Relative to Agenda Items

## 6. Minutes

### A. Approval of Minutes

It is recommended (Board Secretary) the Board approve the Minutes of the following meeting:

- March 5, 2025 – School Board

Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
 Yes: \_\_\_\_\_  
 No: \_\_\_\_\_  
 Absent: \_\_\_\_\_  
 Result: \_\_\_\_\_

## 7. Finance

### **A. Approval of Bills – January 2025**

It is recommended (Business Manager) the Board approve expenditures from January 1, 2025 through January 31, 2025, in the amount of \$1,005,932.42.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
 Yes: \_\_\_\_\_  
 No: \_\_\_\_\_  
 Absent: \_\_\_\_\_  
 Result: \_\_\_\_\_

### **B. Treasurer's Report – January 2025**

It is recommended (Business Manager) the Board approve the attached Treasurer's Report for the month of January 2025.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
 Yes: \_\_\_\_\_  
 No: \_\_\_\_\_  
 Absent: \_\_\_\_\_  
 Result: \_\_\_\_\_

**C. Approval of Bills – February 2025**

It is recommended (Business Manager) the Board approve expenditures from February 1, 2025 through February 28, 2025, in the amount of \$887,120.62.

Motion: Second:  
Yes:  
No:  
Absent:  
Result:

**D. Treasurer's Report – February 2025**

It is recommended (Business Manager) the Board approve the attached Treasurer's Report for the month of February 2025.

Motion: Second:  
Yes:  
No:  
Absent:  
Result:

**E. 2025-2026 Tentative Budget**

**Budget Presentation**

It is recommended (Business Manager) the Board adopt the 2025-2026 tentative budget with revenues and expenditures of \$\_\_\_\_\_ with taxes as follows:

- Real Estate \_\_\_\_\_ mills (2024/2025-15.35 mills)
- Realty Transfer 1%
- Earned Income 1.65% (1.15% to Loyalsock Twp. School District; .50 to Loyalsock Twp.)
- Local Services Tax \$5/per individual employed within Loyalsock Township
- Business Privilege 1 mill/Wholesale Gross Sales
- Business Privilege 1.5 mills/Retail, Service or Rental Gross

Motion: Second:  
**ROLL CALL**  
Yes:  
No:  
Absent:  
Result:

**8. School/District Programs and Operations**

**A. Secondary – Program of Studies**

It is recommended (Secondary Administration) the Board approve the attached Program of Studies for the Loyalsock Township High School and the Loyalsock Township Middle School for the 2025-2026 school year.

Motion: Second:  
Yes:  
No:  
Absent:  
Result:

**B. 2025-2028 K-12 Guidance Plan**

It is recommended (Supervisor of Curriculum & Instruction) the Board adopt the 2025-2028 K-12 Guidance Plan as presented. The document has been available for public inspection since March 5, 2025.

Motion: Second:  
Yes:  
No:  
Absent:  
Result:

**C. Agreement with River Rock Academy**

It is recommended (Superintendent) the Board approve the attached agreement with River Rock Academy, LLC, 1605 Sheridan Street, Williamsport, PA 17701, for educational services during the 2025-2026 school year.

Motion: Second:  
Yes:  
No:  
Absent:  
Result:



## 9. Policy

### A. Policies

It is recommended the Board adopt the following policies as attached:

- Policy 247 (Revised) – Hazing
- Policy 249 (Revised) – Bullying/Cyberbullying
- Policy 252 (Revised) – Dating Violence
- Policy 254 (New) – Educational Opportunity for Military Children
- Policy 317.1 (Revised) – Educator Misconduct

Motion: Second:  
 Yes:  
 No:  
 Absent:  
 Result:

## 10. Personnel

### A. Intervention Specialist

It is recommended the Board approve the following appointment/transfer:

- (Superintendent) Gregory Pride; Full-Time Intervention Specialist to Part-Time (20-25 hrs./week during the school year) Intervention Specialist effective July 1, 2025.

Motion:	Second:
Yes:	
No:	
Absent:	
Result:	

### **B. Appointment of Spring Athletic Personnel – Revised**

It is recommended (Athletic Director/Superintendent) the Board appoint the attached revised list of spring athletic personnel (pending documentation) for the 2024-2025 sports season.

Motion:	Second:
Yes:	
No:	
Absent:	
Result:	

**C. Retirements/Resignations**

The Board acknowledges notice of the following resignations/retirements:

- Brian Bubb; Supervisor of Buildings & Grounds; Retirement; effective June 30, 2025
- Cynthia Woodward; Food Service Employee; Retirement; effective March 1, 2025
- Camilo Lopez-Medina; Special Education Teacher; Resignation; effective June 30, 2025
- Kaylene Francis; Elementary Teacher; Resignation; effective June 30, 2025
- Mikenah Hoffman; Custodial Employee; Resignation; effective April 4, 2025
- Jamie Diemer; High School Secretary; Resignation; effective March 18, 2025

**11. Other**

**A. Adoption of Resolution – Student #33175**

It is recommended the Board adopt the attached Resolution relating to Student #33175.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
**ROLL CALL**  
Yes: \_\_\_\_\_  
No: \_\_\_\_\_  
Absent: \_\_\_\_\_  
Result: \_\_\_\_\_

**B. Resignation of School Board Director**

It is recommended the Board accept the attached letter of resignation from Tyler Richardson as a School Board Director effective March 6, 2025.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
Yes: \_\_\_\_\_  
No: \_\_\_\_\_  
Absent: \_\_\_\_\_  
Result: \_\_\_\_\_

**C. Band Shell at James Short Park**

It is recommended (Business Manager) the Board contribute up to \$20,500.00 to Loyalsock Township toward the cost of a band shell at James Short Park.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
Yes: \_\_\_\_\_  
No: \_\_\_\_\_  
Absent: \_\_\_\_\_  
Result: \_\_\_\_\_

## D&E - Facilities Improvement Project Information – Recommended by Business Manager

**D. Facility Improvement Project – Secondary Campus Parking Lot**

**i. Site Testing & Inspection Services – Proposal**

It is recommended the Board approve the attached proposal for site testing and inspection services CMT Laboratories, Inc., 2701 Carolean Industrial Drive, State College, 16801, at a cost not to exceed \$22,500.00. *Funds for these services will come from the Capital Projects Fund.*

**Motion:**

Second:

Yes:

No:

Absent:

Result:

## ii. Site Construction

It is recommended the Board award the bid and approve for the site construction for the secondary campus parking lot to Glenn O. Hawbaker, Inc., 1952 Waddle Road, Suite 203, State College, PA 16803, in the amount of \$309,550.00. *Funds for these services will come from the Capital Projects Fund.*

Motion:

Second:

Yes:

No:

Absent:

Result:

### iii. Authorization to Execute Contracts

It is recommended the Board authorize Gerald McLaughlin or M. Daniel Egly to execute construction contracts relating to the Facility Improvements – Secondary Campus Parking Lot.

**Motion:**

Second:

Yes:

No:

Absent:

Result:

**E. Facility Improvement Project – Locker Room/Restrooms Secondary Campus**

**i. General Construction**

It is recommended the Board award the bid and approve the General Construction Contract for the Facility Improvement Project – Locker Room/Restrooms Secondary Campus, to J&M Construction Specialty, Inc., 799 Foresman Street, Williamsport, PA 17701, in the amount of \$1,069,095.00.

Motion:

Second:

Yes:

No:

Absent:

Result:

**ii. Electrical Construction**

It is recommended the Board award the bid and approve the Electrical Construction Contract for the Facility Improvement Project – Locker Room/Restrooms Secondary Campus, to Lecce Electric, 1843 Liberty Drive, Williamsport, PA 17701, in the amount of \$169,800.00.

Motion:

Second:

Yes:

No:

Absent:

Result:

**iii. Plumbing Construction**

It is recommended the Board award the bid and approve the Plumbing Construction Contract for the Facility Improvement Project – Locker Room/Restrooms Secondary Campus, to Myco Mechanical, Inc., One North Washington Street, Telford, PA 18969, in the amount of \$757,000.00.

Motion:

Second:

Yes:

No:

Absent:

Result:

iv. **Mechanical Construction**

It is recommended the Board award the bid and approve the Mechanical Construction Contract for the Facility Improvement Project – Locker Room/Restrooms Secondary Campus, to Myco Mechanical, Inc., One North Washington Street, Telford, PA 18969, in the amount of \$306,000.00.

Motion: Second:  
Yes:  
No:  
Absent:  
Result:

v. **Authorization to Execute Contracts**

It is recommended the Board authorize Gerald McLaughlin or M. Daniel Egly to execute construction contracts relating to the Locker Room/Restrooms Secondary Campus.

Motion: Second:  
Yes:  
No:  
Absent:  
Result:

F. **Lycoming Career & Technology Center Budget**

It is recommended (Superintendent) the Board approve the attached Lycoming Career & Technology Center Budget (Resolution attached) for the 2025-2026 school year.

Motion: Second:  
Yes:  
No:  
Absent:  
Result:

**12. Information/Discussion Items**

**A. Board Comments/Reports**

- Community Wide Safety Committee – Mr. Bjorkman
- Recreation Board – Mr. Leidhecker
- Wellness Committee – Mr. Bjorkman
- IU 17 – Mr. Zicolello
- Act 48 Committee – Mr. Wentzel
- LycoCTC – Mrs. Frey
- The Lancer Foundation – Dr. Edmonds
- PSBA Liaison – Mrs. Lindsay

**B. Administrative Reports/Discussion**

**13. Public Comments & Responses to Public Comments at Previous Meeting**

**14. Upcoming Board Meeting – May 7, 2025 (Proposed Final)**

**15. Adjournment**

Motion:

Second:

# ***Loyalsock Township School District***

## ***Meeting of School Directors***

***March 5, 2025***

***7:00 p.m.***

***Loyalsock Township School District  
Secondary Campus  
Multi-Purpose Room (D10/11)  
2101 Loyalsock Drive  
Williamsport, PA 17701***

## ***MINUTES***

- 1. Call to Order – President**
- 2. Pledge of Allegiance**
- 3. Administrative Report/Executive Session Purpose – Mr. Christopher Kenyon, Solicitor**  
6-6:55 pm – Safety & Security Update; Personnel; Contracts
- 4. Roll Call – Mr. M. Daniel Egly, Board Secretary**

### **MEMBER**

**x** David Bjorkman (remote)  
**x** Charles W. Edmonds, Ed.D., Treasurer  
**x** Lynn Frey, Vice President  
**x** Hal C. Gee, Jr., President  
**x** Robert D. Leidhecker  
**x** JacLynne Lindsay  
Absent – Richardson; Personal

### **MEMBER**

**ab** Tyler B. Richardson  
**x** Melvin E. Wentzel  
**x** Michael J. Zicolello  
**x** \*Christopher Kenyon, Solicitor  
**x** \*Gerald L. McLaughlin, Superintendent  
**x** \*M. Daniel Egly, Business Mgr./Bd.Secretary  
**x** \*Brooke Beiter, Ph.D., Assistant Superintendent  
\*(Non-Voting Member)

### **OTHERS**

**x** Stephen Hafele, High School Principal  
**x** Richard Cummings, High School Assistant Principal  
**x** Rachelle Ackerman, Middle School Principal  
**x** Dayne Waller, Middle School Assistant Principal  
**x** Marc Walter, Elementary Principal  
**x** Megan Renninger, Elementary Assistant Principal  
**x** Eric Gee, Director of Technology  
**ab** Lisa Fisher, Supervisor of Special Education  
**x** Teri Key, Supervisor of Curriculum & Instruction  
\_\_\_\_\_, *Williamsport Sun-Gazette*

- 5. A. Recognition of Guests or Scheduled Speakers/Public Comments**
  - K-12 Guidance Plan – Presentation

## B. Public Comments Relative to Agenda Items

*Mr. Zicoello made an omnibus motion to approve Items 6A-8A. Seconded by Mrs. Lindsay.*

Yes: Bjorkman, Edmonds, Frey, Gee, Leidhecker, Lindsay, Wentzel, Zicoello

No:      None

Absent: Richardson

Result: Motion Carried

## 6. Minutes

### A. Approval of Minutes

It is recommended (Board Secretary) the Board approve the Minutes of the following meeting:

- February 19, 2025 – School Board

Motion: Mr. Zicoello                      Second: Mrs. Lindsay

Yes: Bjorkman, Edmonds, Frey, Gee, Leidhecker, Lindsay, Wentzel, Zicoello

No: None

Absent: Richardson

**Result: Motion Carried**

## 7. Finance

### **A. Approval of Bills – December 2024**

It is recommended (Business Manager) the Board approve expenditures from December 1, 2024 through December 31, 2024, in the amount of \$2,030,617.88.

Motion: Mr. Zicoello                      Second: Mrs. Lindsay

Yes: Bjorkman, Edmonds, Frey, Gee, Leidhecker, Lindsay, Wentzel, Zicoello

No: None

Absent: Richardson

**Result: Motion Carried**

## B. Treasurer's Report – December 2024

It is recommended (Business Manager) the Board approve the attached Treasurer's Report for the month of December 2024.

Motion: Mr. Zicoello                      Second: Mrs. Lindsay

Yes: Bjorkman, Edmonds, Frey, Gee, Leidhecker, Lindsay, Wentzel, Zicoellelo

No: None

Absent: Richardson

**Result: Motion Carried**



### C. Student Activities Fund Quarterly Report

It is recommended (Business Manager) the Board approve the attached Student Activities Fund Quarterly Report for the period ended December 2024.

Motion: Mr. Zicoello                      Second: Mrs. Lindsay  
Yes: Bjorkman, Frey, Gee, Leidhecker, Lindsay, Wentzel, Zicoello  
No: None  
Absent: Edmonds, Richardson  
Result: Motion Carried

## 8. Policy

### A. Policies

It is recommended the Board adopt the following policies as attached:

- Policy 113.1(Revised) – Discipline of Students with Disabilities
- Policy 113.2 (Revised) – Behavior Support
- Policy 202 (Revised) – Eligibility of Nonresident Students
- Policy 218 (Revised) – Student Discipline
- Policy 218.1 (Revised) – Weapons
- Policy 218.2 (Revised) – Terroristic Threats

Motion: Mr. Zicoello                      Second: Mrs. Lindsay  
Yes: Bjorkman, Edmonds, Frey, Gee, Leidhecker, Lindsay, Wentzel, Zicoello  
No: None  
Absent: Richardson  
Result: Motion Carried

## 9. Personnel

### A. LTESPA Personnel

It is recommended the Board approve the following appointments/transfers (pending documentation):

- (Business Manager) Perry Ford; Full-Time Custodian. Mr. Ford will receive an hourly rate of \$15.00.
- (Superintendent) Jennifer Jones; Full-Time Paraprofessional; effective February 19, 2025. Ms. Jones will receive an hourly rate of \$15.15.

Motion: Mr. Wentzel                      Second: Mrs. Frey  
Yes: Bjorkman, Edmonds, Frey, Gee, Leidhecker, Lindsay, Wentzel, Zicolello  
No: None  
Absent: Richardson  
Result: Motion Carried

**B. Appointment of Spring Athletic Personnel – Revised**

It is recommended (Athletic Director/Superintendent) the Board appoint the attached revised list of spring athletic personnel (pending documentation) for the 2024-2025 sports season.

Motion: Mrs. Frey                      Second: Mr. Leidhecker  
Yes: Bjorkman, Edmonds, Frey, Gee, Leidhecker, Lindsay, Wentzel, Zicolello  
No: None  
Absent: Richardson  
Result: Motion Carried

### C. Retirements/Resignations

The Board acknowledges notice of the following resignation:

- Lisa Walter; English Teacher; effective April 18, 2025

## 10. Other

### A. Intermediate Unit 17 Budget Approval

It is recommended (Superintendent) the Board approve the attached Intermediate Unit 17 General Operations Budget (Resolution attached) for the fiscal year July 1, 2025 through June 30, 2026.

Motion: Dr. Edmonds                      Second: Mr. Zicoello  
Yes: Bjorkman, Edmonds, Frey, Gee, Leidhecker, Lindsay, Wentzel, Zicoello  
No: None  
Absent: Richardson  
Result: Motion Carried

### B. Purchase of Technology Hardware

It is recommended (Director of Technology) the Board authorize the purchase of technology hardware, Juniper Network Firewall and APC Uninterruptible Power supplies (see attached quote) from ePlus Technology, Inc., 13595 Dulles Technology Drive, Herndon, VA 20171, at a District estimated cost of \$10,286.87. The District receives a 60% erate reimbursement with a total equipment cost of \$25,717.18. *Funds for this purchase will come from the general assigned fund balance fund (technology).*

Motion: Mrs. Lindsay                      Second: Mr. Leidhecker  
Yes: Bjorkman, Edmonds, Frey, Gee, Leidhecker, Lindsay, Wentzel, Zicoello  
No: None  
Absent: Richardson  
Result: Motion Carried

**11. Information/Discussion Items**

**A. Board Comments/Reports**

- Community Wide Safety Committee – Mr. Bjorkman
- Recreation Board – Mr. Leidhecker & Mr. Richardson
- Wellness Committee – Mr. Bjorkman
- IU 17 – Mr. Zicoello
- Act 48 Committee – Mr. Wentzel
- LycoCTC – Mrs. Frey
- The Lancer Foundation – Dr. Edmonds
- PSBA Liaison – Mrs. Lindsay

**B. Administrative Reports/Discussion**

**C. Policy Discussion**

The Board discussed the following policies:

- Policy 247 – Hazing
- Policy 249 – Bullying/Cyberbullying
- Policy 252 – Dating Violence
- Policy 254 – Educational Opportunity for Military Children
- Policy 317.1– Educator Misconduct

**12. Public Comments & Responses to Public Comments at Previous Meeting**

- Ben Hepburn – Assistant Superintendent Position & IU Resignations

**13. Upcoming Board Meeting – April 2, 2025 (Tentative Budget)**

**14. Adjournment @ 8:15 p.m.**

Motion: Mrs. Lindsay

Second: Mr. Wentzel

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M. Daniel Egly

## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** GF - GENERAL FUND    **Payment Dates:** 01/01/2025 - 01/31/2025    **Omit Dates:** 2025-01-26

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

**Sort: Payment Number**

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000065596	01/06/2025	ERIC STEPPE	RETURNED ACH ITEM		826.25
0000065597	01/17/2025	JACOB MARONSKI	SICK DAY PAY		600.00
0000065598	01/17/2025	TERI KEY	REIMBURSE FOR CONF EXPENSES	CELL PHONE REIMBURSEMENT	835.20
0000065599	01/21/2025	ADELPHOI KETTERER CHARTER SCHOOL	TUITION (1) STUDENT 12/1-12/31/24	TUITION (1) STUDENT-12/1-12/31/24	2,912.00
0000065600	01/21/2025	ALAN HUFF	ATHLETIC TRIPS	TEEN LINK TRIPS	60.00
0000065601	01/21/2025	AMAZON CAPITAL SERVICES	CLOSET REMODEL	KEYBOARDS FOR HS AP TESTING	3,062.96
0000065602	01/21/2025	BARB WERTZ	REIMBURSE FOR OFFICE SUPPLIES-TRAINER		53.26
0000065603	01/21/2025	BARRY KINLEY	ATHLETIC TRIP		10.00
0000065604	01/21/2025	BEN LORSON	AD MILEAGE REIMBURSEMENT		339.02
0000065605	01/21/2025	BRIAN BUBB	REIMBURSE FOR FUEL		40.00
0000065606	01/21/2025	BSN SPORTS LLC	BASEBALL HATS-MAROON	BASEBALL HATS-WHITE	2,116.46
0000065607	01/21/2025	BULK BOOKSTORE	NAGELE- TEACHER SUPPLIES		231.60
0000065608	01/21/2025	CARL PROBST	ATHLETIC TRIP		10.00
0000065609	01/21/2025	CASEY WALLER	HEALTH INS PREMIUM		240.00
0000065610	01/21/2025	CHRISTIAN TYMESON	HEALTH INS PREMIUM		215.00
0000065611	01/21/2025	CHRISTOPHER ROHRER	VA TAX EXEMPT-REFUND		1,470.33
0000065612	01/21/2025	CLASSLINK INC	RENEWAL OF CLASSLINK ANNUAL LICENSES		6,757.00
0000065613	01/21/2025	CM REGENT LLC	COBRA-DECEMBER 2024		213.00
0000065614	01/21/2025	CM REGENT LLC	LIFE	LONG TERM DISABILITY	3,005.62
0000065615	01/21/2025	CONTRACT PAPER GROUP INC	HS COPY PAPER	SCHICK COPY PAPER	6,370.00
0000065616	01/21/2025	DELTA DENTAL OF PENNSYLVANIA	EMPLOYEE CONTRIBUTIONS		1,472.32

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

## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** GF - GENERAL FUND    **Payment Dates:** 01/01/2025 - 01/31/2025    **Omit Dates:** 2025-01-26

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

**Sort: Payment Number**

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000065617	01/21/2025	DOROTHY R. WHITE MERTZ- OA & PC	BPT & LICENSES-JANUARY 2025		5,345.00
0000065618	01/21/2025	DOROTHY WHITE MERTZ TAX COLLECTOR	QTRLY LOCAL SERVICES TAX PAYMENT		3,354.00
0000065619	01/21/2025	DUANE HEVERLY	ATHLETIC TRIP		10.00
0000065620	01/21/2025	EGOLD FAX	FAX OVERAGE CHARGES-11/19-12/18/24		37.60
0000065621	01/21/2025	ESS NORTHEAST LLC	INV610827	INV616252	22,636.30
0000065622	01/21/2025	FISLER DATA LLC	MY CONFERENCE TIME		389.00
0000065623	01/21/2025	FOREST SCIENTIFIC CORPORATION	LASER LENS ASSEMBLY-BAKER		695.00
0000065624	01/21/2025	FRANK A CASALE JR	BOYS BASKETBALL OFFICIATING 1/9/25, 1/9/25, 1/11/25		175.00
0000065625	01/21/2025	GLENN DRICK	FLEET SPECIALIST-1/13/25-1/18/25	FLEET SPECIALIST-1/6/25-1/11/25	1,620.00
0000065626	01/21/2025	HEATHER WHARY	MILEAGE REIMBURSEMENT		14.61
0000065627	01/21/2025	HIGHMARK BLUE SHIELD	VISION-EMPLOYEE PAID	RETIREE/SELF PAYS	1,678.32
0000065628	01/21/2025	INDEPENDENT SCHOOL BUS	IND SCHOOL BUS DRIVER'S ASSOC-VOL DEDUCTIONS		5.00
0000065629	01/21/2025	JASON PERRY	JH GIRLS BASKETBALL GAME WORKERS		510.00
0000065630	01/21/2025	JIM'S SPORTS CENTER	WHITE T-SHIRTSS LTSD CAREER SERVICE		272.50
0000065631	01/21/2025	JOHN WHEELER	ATHLETIC TRIP		10.00
0000065632	01/21/2025	JOSEPH W. SMITH III	HEALTH INS PREMIUM		215.00
0000065633	01/21/2025	JOSTENS INC.	SIGNATURE CHANGE ON DIPLOMAS		12.90
0000065634	01/21/2025	KELLY HOWELL	JH GIRLS BASKETBALL GAME WORKERS		70.00
0000065635	01/21/2025	KIM MASSETTI	JH GIRLS BASKETBALL GAME WORKERS		280.00

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

## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** GF - GENERAL FUND    **Payment Dates:** 01/01/2025 - 01/31/2025    **Omit Dates:** 2025-01-26

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

**Sort: Payment Number**

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000065636	01/21/2025	LANCER FOUNDATION	LANCER FOUNDATION CONTRIBUTIONS		586.00
0000065637	01/21/2025	LARRY BREON	ATHLETIC TRIP		10.00
0000065638	01/21/2025	LINDA LaCOE	HEALTH INS PREMIUM	JH GIRLS BASKETBALL GAME WORKERS	310.00
0000065639	01/21/2025	LOYALSOCK TWP ED SUPPORT PROFESSIONALS ASSN	LTESPA-VOLUNTARY DEDUCTIONS		704.41
0000065640	01/21/2025	LYCOMING CAREER & TECHNOLOGY CENTER	STUDENT TUITION SY24-25 PYMT 8 OF 10	QTRLY LEASE PAYMENT 24-25 PAYMENT 3 OF 4	34,896.33
0000065641	01/21/2025	LYCOMING/CLINTON TRANSPORTATION	DECEMBER 2024 TRIPS		276.00
0000065642	01/21/2025	MARK GODFREY	ATHLETIC TRIP		10.00
0000065643	01/21/2025	MARYLN NEWCOMER	REAL ESTATE TAX REFUND		691.26
0000065644	01/21/2025	MATTHEW A REITZ	CONSULTANT FEE 12/3/24-12/20/24	REIMBURSE FOR GIANT GIFT CARDS	2,935.00
0000065645	01/21/2025	MCCORMICK LAW FIRM	LTSD-00000 NOV 2024	LTSD-00000 DECEMBER 2024	2,782.00
0000065646	01/21/2025	MICHAEL SILVAGNI	ATHLETIC TRIP		10.00
0000065647	01/21/2025	MINDFIELD CONSULTING CORP	LTSD MOODLE ADMIN SUPPORT SERVICES		580.00
0000065648	01/21/2025	MUNETRIX LLC-ACCOUNTS RECEIVABLE	1219MX-SCHOOL FINANCIAL MODULE		3,060.00
0000065649	01/21/2025	NOELIA HUERTAS	REIMBURSE 3 CREDITS		1,725.00
0000065650	01/21/2025	NORTH CENTRAL PA OM	REGIONAL COMPETITION FEE - BARTLEY		500.00
0000065651	01/21/2025	NORTHWEST TRACK & FIELD CLUB	GIRLS TRACK & FIELD	BOYS TRACK & FIELD	300.00
0000065652	01/21/2025	OFFICE TECHNOLOGIES	TONER FOR ATHLETIC DEPT		310.00
0000065653	01/21/2025	PA WINDOW TINT INC	3M IMPACK PROTECTION BLACK FILM/WINDOWS-MS	3M IMPACK PROTECTION BLACK FILM/WINDOW-HS	25,942.00
0000065654	01/21/2025	PATRICIA COZZA	HEALTH INS PREMIUM		240.00

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

## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** GF - GENERAL FUND    **Payment Dates:** 01/01/2025 - 01/31/2025    **Omit Dates:** 2025-01-26

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

**Sort: Payment Number**

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000065655	01/21/2025	PENNSYLVANIA ELITE	HS CHEERLEADING COMPETITIONS FEE		215.00
0000065656	01/21/2025	PHAC	PHAC WRESTLING TOURNAMENT		200.00
0000065657	01/21/2025	PMEA DISTRICT 8	DISTRICT BAND REG & HOTEL	DISTRICT ORCHESTRA REG & HOTEL	1,430.00
0000065658	01/21/2025	PSADA	2025 PSADA ANNUAL CONF REGISTRATION FEE		325.00
0000065659	01/21/2025	PSADA	2025 PSADA CONF LTC 706 & 726 FEE		270.00
0000065660	01/21/2025	PSBA INSURANCE	RENEWAL BUCS BASIC ADMIN FEE 1/1/25-6/30/2025		650.00
0000065661	01/21/2025	RIDDELL ALL AMERICAN SPORTS CORP	RECONDITIONING OF FOOTBALL HELMETS		4,575.00
0000065662	01/21/2025	RIVER ROCK ACADEMY LLC	7TH INSTALLMENT OF 10 (5 STUDENTS)		13,597.50
0000065663	01/21/2025	RIVERSIDE TECHNOLOGIES INC	HS ESPORTS TSHIRTS		475.50
0000065664	01/21/2025	UPMC FREDDIE FU SPORTS MEDICINE CTR	EXTRA ATHLETIC TRAINING COVERAGE		200.00
0000065665	01/21/2025	URIE DAVID KLINE	GUEST SPEAKER FEE-SCHICK		200.00
0000065666	01/21/2025	VICTORIA KROUT	HEALTH INS PREMIUM		215.00
0000065667	01/21/2025	WAHS CHEERLEADING BOOSTERS	HS CHEERLEADING COMPETITIONS FEE		230.00
0000065668	01/21/2025	WARD'S SCIENCE	SCIENCE SUPPLIES - PAVLICK		76.37
0000065669	01/21/2025	WEX HEALTH INC.	HRA-HSA MONTHLY-DECEMBER 2024		362.75
0000065670	01/21/2025	WILLIAM COVERT	REIMBURSE FOR AMAZON ORDER		181.85
0000065671	01/21/2025	WORK CENTER SUSQUEHANNA PHYSICIAN SERVICES	STUDENT DRUG TESTING	BUS DRIVERS PHYSICALS	2,706.21
0000065672	01/24/2025	AMERICAN WELDING & GAS INC.	0010563745	0010521331	261.59
0000065673	01/24/2025	ASCENDANCE TRUCKS PENNSYLVANIA LLC	RA106002507:01	RA106002504:01	480.00

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

## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** GF - GENERAL FUND    **Payment Dates:** 01/01/2025 - 01/31/2025    **Omit Dates:** 2025-01-26

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

**Sort: Payment Number**

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000065674	01/24/2025	BI-LO SUPPLY	MAINT SUPPLIES		35.06
0000065675	01/24/2025	BLAST IU 17	PROF ED SVCS - IU		130,710.00
0000065676	01/24/2025	BLAST IU 17	MONTHLY WAN-NOVEMBER 2024		2,662.90
0000065677	01/24/2025	C H WALTZ & SONS INC	MAINT SUPPLIES		122.64
0000065678	01/24/2025	COMCAST CABLE	COMMUNICATIONS-HS	COMMUNICATIONS-DSC	95.92
0000065679	01/24/2025	CREST/GOOD MFG CO INC	MAINT SUPPLIES		849.22
0000065680	01/24/2025	EGOLD FAX	FAX OVERAGE CHARGES-12/19/24-1/18/25		10.80
0000065681	01/24/2025	ELERY W NAU INC.	10368782	10366097	95.49
0000065682	01/24/2025	ENGIE POWER & GAS LLC	SIN7855468		9,960.44
0000065683	01/24/2025	FRED HAMM INC.	HS	SCHICK	2,066.18
0000065684	01/24/2025	FULMER'S STORAGE TRAILERS	SCHICK	MS	180.00
0000065685	01/24/2025	HERMANCE MACHINE CO	MAINT SUPPLIES		13.98
0000065686	01/24/2025	HILLYARD/MID-ATLANTIC	HS	MS	181.17
0000065687	01/24/2025	HUMPHREYS PEST CONTROL COMPANY	MS	HS	135.00
0000065688	01/24/2025	LANDPRO EQUIPMENT LLC	3167611	3166139	1,771.49
0000065689	01/24/2025	LOWE'S	MAINT SUPPLIES	SUPPLIES-MS TECH ED	210.64
0000065690	01/24/2025	LYCOMING AUTO SERVICE	19876	19895	830.59
0000065691	01/24/2025	MADISON ENERGY INVESTMENT II LLC	HS	MS	2,232.71
0000065692	01/24/2025	MARCO TECHNOLOGIES LLC	INV13386429	INV13397733	1,375.92
0000065693	01/24/2025	MATTHEW HILL	REIMBURSE FOR AMAZON ORDER		82.96
0000065694	01/24/2025	MCCARTHY TIRE SERVICE CO	PUT TIRES FOR REAR OF BUS #25		130.00

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



## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** GF - GENERAL FUND    **Payment Dates:** 01/01/2025 - 01/31/2025    **Omit Dates:** 2025-01-26

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

**Sort: Payment Number**

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000065695	01/24/2025	MECHTLY COMMERCIAL DOOR LLC	ART ROOM-NARROW DOOR & MS GYM/BOYS LOCKER DOOR		1,950.00
0000065696	01/24/2025	MEIER SUPPLY CO	MAINT SUPPLIES		52.00
0000065697	01/24/2025	MIRABITO ENERGY PRODUCTS	BIODIESEL 1777351	GASOLINE-1777369	8,457.34
0000065698	01/24/2025	MODERNFOLD OF READING INC	SERVICE TO GYM DOOR @ SCHICK		1,600.00
0000065699	01/24/2025	PORT ELEVATOR INC	SCHICK	MS	522.00
0000065700	01/24/2025	PPL ELECTRIC UTILITIES	HS-84790-64007	MS-84790-64007	13,456.60
0000065701	01/24/2025	PRO SUPPLY	72159	72331	2,397.48
0000065702	01/24/2025	QUADIENT LEASING USA INC	QTLY LEASE PYMT-POSTAGE MACHINE-SCHICK		345.00
0000065703	01/24/2025	REXEL USA INC d/b/a THE HITE COMPANY	34109029	34026912	1,390.51
0000065704	01/24/2025	RIVER VALLEY TRANSIT AUTHORITY	DECEMBER 2024 TRIPS		900.00
0000065705	01/24/2025	ROBERT M SIDES	INST REPAIR-STRING BASS REPAIR BROKEN NECK	INSTRUMENT REPAIR-HS	1,022.00
0000065706	01/24/2025	ROHRER BUS SERVICE-LEWISBURG	BUS PARTS		136.00
0000065707	01/24/2025	SIEMENS INDUSTRY INC	MAINT SUPPLIES		20.00
0000065708	01/24/2025	SUPERIOR PLUS ENERGY SERVICES	PROPANE-REAR FIRE PIT		73.77
0000065709	01/24/2025	SURPLUS CITY INC	MAINT SUPPLIES		56.97
0000065710	01/24/2025	TONY'S DELICATESSEN	GIFT CARD		50.00
0000065711	01/24/2025	VERIZON WIRELESS	VERIZON WIRELESS-CELL PHONES	VERIZON WIRELESS-MACH/MACH UNLIMITED	492.62
0000065712	01/24/2025	WASTEWATER LOGISTICS	CLEANING OF HOLDING TANKS		200.00
0000065713	01/24/2025	WEBB WEEKLY	188194	188187	228.00
0000065714	01/24/2025	WELD-TEC SERVICE & SALES INC	QTLY RENTAL-JAN TO MAR 2025		72.00

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

## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** GF - GENERAL FUND    **Payment Dates:** 01/01/2025 - 01/31/2025    **Omit Dates:** 2025-01-26

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

**Sort: Payment Number**

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000065715	01/24/2025	WF WELLIVER & SON INC.	MAINT SUPPLIES		835.80
0000065716	01/24/2025	WILLARD BATTERY OUTLET	79350	78420	940.00
0000065717	01/24/2025	WILLIAMSPORT SUN-GAZETTE	ADVERTISING		213.50
0000065718	01/24/2025	WINDSTREAM	137-301-3346	137-301-4636	15.76
0000065719	01/24/2025	WMWA	2607-0	339-0	6,008.93
* 0000ET6352	01/02/2025	AFLAC	SHORT TERM DISABILITY		539.25
* 0000ET6353	01/03/2025	WEX HEALTH INC.	HSA EMPLOYER CONTRIBUTION-J SPARKS		1,800.00
* 0000ET6354	01/03/2025	WEX HEALTH INC.	HSA EMPLOYER CONTRIBUTION-M DICAMILLO		2,000.00
* 0000ET6355	01/02/2025	KEYSTONE COLLECTIONS GROUP	EARNED INCOME TAX		17,329.05
* 0000ET6356	01/02/2025	PA STATE INCOME TAX	PA INCOME TAX WITHHELD		3.07
* 0000ET6357	01/06/2025	ELECTRONIC PAYMENT TRANSFER	EE SOCIAL SECURITY	ER SOCIAL SECURITY	15.30
* 0000ET6358	01/06/2025	UGI UTILITIES INC	GAS-SCHICK		1,743.79
* 0000ET6359	01/06/2025	PA DEPT OF LABOR & INDUSTRY	UNEMPLOYMENT COMPENSATION TAX		2,478.17
* 0000ET6360	01/06/2025	UGI UTILITIES INC	HS	MS	4,079.35
* 0000ET6361	01/10/2025	VOYA FINANCIAL	VOYA FINANCIAL-RET VOY-EMPLOYEE	VOYA FINANCIAL-EMPLOYER	4,343.36
* 0000ET6362	01/08/2025	UGI UTILITIES INC	GAS-SCHICK UNIT 1		217.81
* 0000ET6363	01/10/2025	PA STATE INCOME TAX	PA INCOME TAX WITHHELD		14,125.89
* 0000ET6364	01/10/2025	ELECTRONIC PAYMENT TRANSFER	FIT WITHHOLDINGS	ER SOCIAL SECURITY	105,545.45
* 0000ET6365	01/10/2025	DELTA DENTAL OF PENNSYLVANIA	DELTA DENTAL CLAIMS PAID		2,557.50
* 0000ET6366	01/10/2025	WEX HEALTH INC	HSA EMPLOYEE CONTRIBUTIONS		13,054.82

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

## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** GF - GENERAL FUND    **Payment Dates:** 01/01/2025 - 01/31/2025    **Omit Dates:** 2025-01-26

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

**Sort: Payment Number**

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
* 0000ET6367	01/13/2025	NEOPOST INC	ADVANCE FOR POSTAGE-DSC		1,000.00
* 0000ET6368	01/14/2025	WEX HEALTH INC	HSA EMPLOYER CONTRIBUTION-DUARTE-TURI		2,000.00
* 0000ET6369	01/15/2025	ARBITERSPORTS LLC	ARBITER PAY DEPOSIT		10,000.00
* 0000ET6370	01/22/2025	PSERS	TRANSACTION #2845137	TRANSACTION #2845277	503.95
* 0000ET6371	01/24/2025	PA STATE INCOME TAX	PA INCOME TAX WITHHELD		14,091.69
* 0000ET6372	01/25/2025	ELECTRONIC PAYMENT TRANSFER	FIT WITHHOLDINGS	EE SOCIAL SECURITY	105,659.16
* 0000ET6373	01/24/2025	LOYALSOCK TOWNSHIP EDUCATION ASSOCIATION	LTEA VOLUNTARY DUES		9,097.30
* 0000ET6374	01/24/2025	DELTA DENTAL OF PENNSYLVANIA	DELTA DENTAL CLAIMS PAID		4,710.23
* 0000ET6375	01/24/2025	TSA CONSULTING GROUP INC	EE CONTRIBUTIONS	ER CONTRIB. MCLAUGHLIN-KM	27,659.28
* 0000ET6376	01/24/2025	VOYA FINANCIAL	VOYA FINANCIAL-RET VOY-EMPLOYEE	VOYA FINANCIAL-EMPLOYER	4,447.36
* 0000ET6377	01/24/2025	WEX HEALTH INC	HSA EMPLOYEE CONTRIBUTIONS		14,768.07
* 0000ET6378	01/28/2025	AFLAC	SHORT TERM DISABILITY		539.25
* 0000ET6379	01/29/2025	MARCO TECHNOLOGIES LLC	AGREEMENT 025-1694436-USAGE COLOR IMAGES	AGREEMENT 025-1694436	20,065.01
* 0000ET6380	01/31/2025	LYCOMING COUNTY INSURANCE	ACTIVE-DIST EXPENSE	EMPLOYEE CONTRIBUTIONS	255,678.90

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

## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** GF - GENERAL FUND    **Payment Dates:** 01/01/2025 - 01/31/2025    **Omit Dates:** 2025-01-26

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

**Sort:** Payment Number

10 - GENERAL FUND	1,005,932.42
Grand Total All Funds	1,005,932.42
Grand Total Credit Cards	0.00
Grand Total Direct Deposits	0.00
Grand Total Manual Checks	0.00
Grand Total Other Disbursement Non-negotiables	640,053.01
Grand Total Procurement Card Other Disbursement Non-negotiables	0.00
Grand Total Regular Checks	365,879.41
Grand Total Virtual Payments	0.00
Grand Total All Payments	1,005,932.42

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

LOYALSOCK TOWNSHIP SCHOOL DISTRICT  
GENERAL FUND  
CASH RECEIPTS AND DISBURSEMENTS SUMMARY  
FOR THE MONTH OF JANUARY 31, 2025

**WOODLANDS BANKS**

<b>BEGINNING BALANCE - JANUARY 1, 2025 WOODLANDS CHECKING ACCOUNT GF:</b>	<b>4,616,487.69</b>
Athletic Admissions	11,780.75
Delinquent Taxes	25,680.35
Earned Income Tax	553,632.13
Interest	36,458.24
Ipad Revenue	50.00
Miscellaneous Revenue	1,153.93
Real Estate Taxes	449,590.52
Recoverable Disbursements - Insurance	4,674.03
Recoverable Disbursements - Other	(30.00)
Rental Income	1,734.00
Real Estate Transfer	42,183.12
Real Estate Taxes - Interim	3,013.79
Donation/Grant	2,734.00
Refund	102.83
EI Funds	48,598.36
<b>Total Receipts:</b>	<b>1,181,356.05</b>
<b>Total Funds Available:</b>	<b>5,797,843.74</b>
Disbursements: Accts Payable Expenses	1,005,932.42
Net Payroll	620,204.62
Check #65583, posted in December and voided in January	(835.20)
<b>Total Disbursements:</b>	<b>1,625,301.84</b>
Ending Balance - Woodlands Checking Account GF Yield 4.75%	4,172,541.90
Ending Balance - Woodlands Federated Government Obligations T/M Fund Yield 4.20%	3,648.98
Ending Balance - Woodlands 12 Month CD - Merrick Bank Yield 4.25%	250,000.00
Ending Balance - Woodlands 12 Month CD - Charles Schwab Yield 5.40%	250,000.00
Ending Balance - Woodlands 12 Month CD - Flagstar Bank Yield 4.80%	250,000.00
Ending Balance - Woodlands 6 Month CD - PNC Bank Yield 4.35%	250,000.00
Ending Balance - Woodlands 9 month CD - BMO Chicago Yield 5.40%	250,000.00
Ending Balance - Woodlands 18 Month CD - Oakstar Bank Yield 4.15%	250,000.00
Ending Balance - Woodlands - 12 Month CD - Bank of America Yield 5.35%	250,000.00
Ending Balance - Woodlands - 12 Month CD - Flagstar Bank Yield 4.20%	250,000.00

Ending Balance - PLGIT 12 Month CD HARMONY BANK Yield 5.33%	246,275.08
Ending Balance - PLGIT 12 Month CD, CORNERSTONE BANK Yield 5.35%	249,427.72
Ending Balance - PLGIT 12 Month CD, BANK OF CHINA Yield 5.80%	245,703.80
Ending Balance - PLGIT 12 Month CD, GBANK Yield 4.45%	241,564.18
Ending Balance - PLGIT General Fund Yield 4.24%	<u>9,173,389.09</u>
<b>TOTAL GENERAL FUND ENDING BALANCE JANUARY 31, 2025:</b>	<b>16,332,550.75</b> =====

LOYALSOCK TOWNSHIP SCHOOL DISTRICT  
GENERAL FUND  
CASH RECEIPTS AND DISBURSEMENTS SUMMARY  
FOR THE MONTH OF JANUARY 31, 2025  
Average Yield 4.24%

PLGIT

**BEGINNING BALANCE - JANUARY 1, 2025 PLGIT GENERAL FUND:**

**8,974,769.28**

Receipts:

Comm of PA - Special Ed Subsidy	25,526.91
Comm of PA - Cyber Charter Transition	29,284.00
Comm of PA - PA Pre-K Counts Program	15,000.00
Comm of PA - Safe Schools School Police Office Grant	11,325.00
Comm of PA - School Mental Health & Safety and Security Grant	32,500.00
Federal Programs - Title I #013-250234 Improving Basic Programs	46,176.76
Federal Programs - Title II #020-250234 Improving Teacher Quality	6,759.84
Federal Programs - Title IV #144-250234 Title IV - Student Support and Academic Enrichment	3,518.16
Federal Programs - Impact Aid	422.00
Interest	32,421.47

**Total Receipts:**

**202,934.14**

**Total Funds Available:**

**9,177,703.42**

Disbursements:

December Purchase Card Transactions	4,314.33
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**Total Disbursements:**

**4,314.33**

**ENDING BALANCE - PLGIT GENERAL FUND JANUARY 31, 2025:**

**9,173,389.09**  
=====

CAPITAL RESERVE FUND  
CASH RECEIPTS AND DISBURSEMENTS SUMMARY  
FOR THE MONTH OF JANUARY 31, 2025  
Average Yield 4.24%

PLGIT

**BEGINNING BALANCE - JANUARY 1, 2025 PLGIT CAPITAL RESERVE**

**1,006,468.11**

Receipts:

Transfer from GF	-
Interest	3,619.81

**Total Receipts:**

**3,619.81**

**Total Funds Available:**

**1,010,087.92**

Disbursements:

Checks:

**Total Disbursements:**

**-**

**Less Outstanding Checks:**

**ENDING BALANCE - PLGIT CAPITAL RESERVE JANUARY 31, 2025:**

**1,010,087.92**  
=====

LOYALSOCK TOWNSHIP SCHOOL DISTRICT  
CAPITAL RESERVE CONSTRUCTION FUND  
CASH RECEIPTS AND DISBURSEMENTS SUMMARY  
FOR THE MONTH OF JANUARY 31, 2025  
Average Yield 4.24%

		PLGIT
BEGINNING BALANCE - JANUARY 1, 2025 CAPITAL RESERVE CONSTRUCTION FUND		2,450,996.56
Receipts:	Transfer from GF	-
	Interest	8,824.84
Total Receipts:		8,824.84
Total Funds Available:		2,459,821.40
Disbursements:		
Checks:		
	1332 Garrett Electronics Inc.	12,800.00
	1333 J&M Construction	4,725.50
	1334 Marotta/Main Architects	2,160.00
Transfers:		
	Transfer to Acct #00001495068	28,070.81
Total Disbursements:		47,756.31
Prior Outstanding - Cleared in January		
	1329 Hawk Industries, Inc.	6,143.00
Total:		6,143.00
Less Outstanding Checks:		
		-
CAPITAL RESERVE CONSTRUCTION FUND JANUARY 31, 2025:		2,405,922.09
		=====
TOTAL ENDING BALANCE - JANUARY 31, 2025 CAPITAL RESERVE FUND:		3,416,010.01
		=====



## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** GF - GENERAL FUND    **Payment Dates:** 02/01/2025 - 02/28/2025    **Omit Dates:** 2025-02-23

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

**Sort: Payment Number**

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000065720	02/05/2025	ALAN HUFF	ATHLETIC TRIPS		30.00
0000065721	02/05/2025	APPLE INC	MB54279667	MB54087330	8,739.00
0000065722	02/05/2025	APR SUPPLY CO	S011963932.002	S011963932.001	14.01
0000065723	02/05/2025	ASCENDANCE TRUCKS PENNSYLVANIA LLC	BUS PARTS	MAINT TO BUS	761.56
0000065724	02/05/2025	BARRY KINLEY	ATHLETIC TRIP		10.00
0000065725	02/05/2025	BLAST IU 17	24-25 DISTRICT SHARE- SUPERINTENDENT	ACCESS FEE	2,276.12
0000065726	02/05/2025	CARL PROBST	ATHLETIC TRIPS		20.00
0000065727	02/05/2025	CASEY WALLER	HEALTH INS PREIUM		240.00
0000065728	02/05/2025	CHRISTIAN TYMESON	HEALTH INS PREMIUM		215.00
0000065729	02/05/2025	CM REGENT LLC	LIFE	LONG TERM DISABILITY	2,880.31
0000065730	02/05/2025	COLUMN SOFTWARE PBC	ADVERTISING		93.06
0000065731	02/05/2025	DELTA DENTAL OF PENNSYLVANIA	EMPLOYEE CONTRIBUTIONS	SELF-PAYS	749.00
0000065732	02/05/2025	DUANE HEVERLY	ATHLETIC TRIP		10.00
0000065733	02/05/2025	ECONOMY AUTO PARTS INC	BUS PARTS		132.69
0000065734	02/05/2025	EDUCERE	ONLINE CLASSES-HS	ONLINE CLASSES-MS	3,443.50
0000065735	02/05/2025	ELERY W NAU INC.	10380482	10377302-10382581	281.91
0000065736	02/05/2025	ENGIE POWER & GAS LLC	GAS-SCHICK UNIT 1		212.96
0000065737	02/05/2025	ESS NORTHEAST LLC	REG ED SUB-SCHICK		15,829.22
0000065738	02/05/2025	FLINN SCIENTIFIC	CLASSROOM SUPPLIES		1,005.82
0000065739	02/05/2025	GLENN DRICK	FLEET SPECIALIST 1/20/25-1/25/25		390.00
0000065740	02/05/2025	HIGHMARK BLUE SHIELD	VISION-EMPLOYEE PAID	RETIREE/SELF PAYS	1,693.23
0000065741	02/05/2025	HILLYARD/MID-ATLANTIC	SCHICK	HS	439.45

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## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** GF - GENERAL FUND    **Payment Dates:** 02/01/2025 - 02/28/2025    **Omit Dates:** 2025-02-23

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

**Sort: Payment Number**

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000065742	02/05/2025	J W PEPPER & SON INC	MUSIC-HANEY		291.00
0000065743	02/05/2025	JOHN WHEELER	ATHLETIC TRIPS		20.00
0000065744	02/05/2025	JOSEPH W. SMITH III	HEALTH INS PREMIUM		215.00
0000065745	02/05/2025	KEYSONE ADVERTISING SPECIALTIES	OFFICE SUPPLIES-CLOUSER		84.00
0000065746	02/05/2025	KEYSTONE ADVERTISING SPECIALITIES	WINDOW ENVELOPES-DSC	REPORT CARD ENVELOPS-SCHICK	1,172.00
0000065747	02/05/2025	LANCER FOUNDATION	LANCER FOUNDATION CONTRIBUTIONS		254.00
0000065748	02/05/2025	LECCE ELECTRIC	REPAIRED THE SCOREBOARD FLOOR BOX JACKS		1,019.29
0000065749	02/05/2025	LINDA LaCOE	HEALTH INS PREMIUM		240.00
0000065750	02/05/2025	LOWE'S	MAINT SUPPLIES	TECH ED SUPPLIES-AB	311.41
0000065751	02/05/2025	LOYALSOCK CAFETERIA FUND	HEALTH CARE CAREER DAY REFRESHMENTS		36.00
0000065752	02/05/2025	MARCO TECHNOLOGIES LLC	MX-M465N MS/HS LIBRARY		134.42
0000065753	02/05/2025	MARK GODFREY	ATHLETIC TRIP		10.00
0000065754	02/05/2025	MARSHALL DENNEHEY WARNER COLEMAN & GOGGIN PC	SERVICES		1,131.00
0000065755	02/05/2025	MATTHEW A REITZ	CONSULTANT FEE 1/13/25-1/24/25		3,900.00
0000065756	02/05/2025	MAYER eLECTRIC SUPPLY COMPANY INC	MAINT SUPPLIES		209.03
0000065757	02/05/2025	MFAC LLC	GIRLS TRACK & FIELD	BOYS TRACK & FIELD	1,258.00
0000065758	02/05/2025	MICHAEL SILVAGNI	ATHLETIC TRIPS		20.00
0000065759	02/05/2025	MIRABITO ENERGY PRODUCTS	BIODIESEL 1777351		2,261.49
0000065760	02/05/2025	MONTOURSVILLE BOYS BASKETBALL	JH BOYS BASKETBALL TOURNAMENT FEE		150.00
0000065761	02/05/2025	NORTH CENTRAL SIGHT SRVC	SHREDDING HS	SHREDDING-SCHICK	100.00

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**Bank Account:** GF - GENERAL FUND    **Payment Dates:** 02/01/2025 - 02/28/2025    **Omit Dates:** 2025-02-23

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Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000065762	02/05/2025	PATRICIA COZZA	HEALTH INS PREMIUM		240.00
0000065763	02/05/2025	PAUL H BROOKES PUBLISHING CO	RENEWAL ONLINE SUBSCRIPTION--PREK TERI KEY		499.90
0000065764	02/05/2025	PENNWOOD CYBER CHARTER SCHOOL	CHARTER SCHOOL-(1) STUDENT		2,762.66
0000065765	02/05/2025	PROFESSIONAL PETROLEUM SVC CO	DIESEL NOZZLE		142.35
0000065766	02/05/2025	ROBERT M SIDES	75' MIC CABLES		120.00
0000065767	02/05/2025	SCHOOL NURSE SUPPLY INC	NURSE SUPPLIES-ROMAN		347.59
0000065768	02/05/2025	SIEMENS INDUSTRY INC	MAINT SUPPLIES		27.49
0000065769	02/05/2025	STAPLES	OFFICE SUPPLIES-CLOUSER	OFFICE SUPPLIES-DSC	463.08
0000065770	02/05/2025	VICTORIA KROUT	HEALTH INS PREMIUM		215.00
0000065771	02/05/2025	WILLARD BATTERY OUTLET	FIRE ALARM BATTERIES		310.00
0000065772	02/13/2025	JAMIE DIEMER	RETURNED ACH ITEM		754.92
0000065773	02/21/2025	AMAZON CAPITAL SERVICES	CHAIR-IT DEPT JL	OFFICE SUPPLIES-CLOUSER	999.85
0000065774	02/21/2025	AMSTERDAM PRINTING	SOTQ PENS - ACKERMAN		128.38
0000065775	02/21/2025	CM REGENT LLC	COBRA-JANUARY 2025		221.00
0000065776	02/21/2025	COLLINS SPORTS MEDICINE	GAME READY AC ADAPTOR #573227		69.25
0000065777	02/21/2025	COLUMN SOFTWARE PBC	ADVERTISING TO BID		418.88
0000065778	02/21/2025	COMCAST CABLE	COMMUNICATIONS-DSC		15.90
0000065779	02/21/2025	DOROTHY R. WHITE MERTZ- OA & PC	BPT & LICENSES-FEBRUARY 2025		5,344.00
0000065780	02/21/2025	ENGIE POWER & GAS LLC	GAS-SCHICK		2,373.03
0000065781	02/21/2025	EPIC PERCUSSION	PERCUSSION CHECK UP		175.00
0000065782	02/21/2025	ePLUS TECHNOLOGY INC	SHI NIMBLE RENEWAL-EPLUS		4,447.49

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Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000065783	02/21/2025	ESS NORTHEAST LLC	REG ED SUB-SCHICK		22,734.80
0000065784	02/21/2025	GLENN DRICK	FLEET SPECIALIST 2/10/25-2/15/25	FLEET SPECIALIST 1/27/25-2/1/25	1,492.50
0000065785	02/21/2025	GREGORY PRIDE	MILEAGE REIMBURSEMENT-MR PRIDE		15.14
0000065786	02/21/2025	HEATHER WHARY	MILEAGE REIMBURSEMENT		16.66
0000065787	02/21/2025	HIAWATHA INC	HIAWATHA TRIP FOR SCHICK SUMMER SCHOOL		574.00
0000065788	02/21/2025	INDEPENDENT SCHOOL BUS	IND SCHOOL BUS DRIVER'S ASSOC-VOL DEDUCTIONS		5.00
0000065789	02/21/2025	J W PEPPER & SON INC	BAND MUSIC		99.99
0000065790	02/21/2025	LOYALSOCK TWP ED SUPPORT PROFESSIONALS ASSN	LTESPA-VOLUNTARY DEDUCTIONS		666.87
0000065791	02/21/2025	MATTHEW A REITZ	CONSULTANT FEE 1/27/25-2/7/25		3,600.00
0000065792	02/21/2025	MCCORMICK LAW FIRM	LTSD-00000 1/1/25-1/31/25	LTSD-00101 BOARD MEETINGS	726.00
0000065793	02/21/2025	MFAC LLC	BOYS TRACK & FIELD	GIRLS TRACK & FIELD	1,930.00
0000065794	02/21/2025	MINDFIELD CONSULTING CORP	LTSD MOODLE ADMIN SUPPORT SERVICES		580.00
0000065795	02/21/2025	PA FBLA	PA FBLA STATE CONFERENCE REGISTRATION ACCOMMODATIONS		8,306.00
0000065796	02/21/2025	PA PRINCIPALS ASSOCIATION	MEMBERSHIP FEE-SECONDARY S HAFELE	MEMBERSHIP FEE-SECONDARY R CUMMINGS	1,210.00
0000065797	02/21/2025	PMEA DISTRICT 8	REGION BAND FESTIVAL	DISTRICT CHORUS REGISTRATION FEE	832.00
0000065798	02/21/2025	PPL ELECTRIC UTILITIES	HS	MS	11,140.54
0000065799	02/21/2025	RACHELLE ACKERMAN	REIMBURSE FOR EMBROIDERED KNIT BEANIES		707.56
0000065800	02/21/2025	ROBERT M SIDES	BRUMBAUGH-TINI-MUSIC SUPPLIES		459.60
0000065801	02/21/2025	ROCHESTER 100 INC	GRESH- 4TH TEAM ORDER	MCCARTHY-TEAM ORDER	404.55
0000065802	02/21/2025	SCHOOL HEALTH CORPORATION	MALCO DUAL PLUG V2 HEADSET		489.99

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Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000065803	02/21/2025	SCHOOL NURSE SUPPLY INC	ROMAN-NURSE		1,034.71
0000065804	02/21/2025	SELINGSGROVE TRACK AND FIELD BOOSTERS	GIRLS TRACK & FIELD	BOYS TRACK & FIELD	400.00
0000065805	02/21/2025	SPORTSMANS	LOUISVILLE SLUGGER SELECT PWR BASEBALL BAT		324.35
0000065806	02/21/2025	STEVE WEISS MUSIC	SNARE DRUM STAND & BASS DRUM STAND		239.95
0000065807	02/21/2025	UPMC FREDDIE FU SPORTS MEDICINE CTR	EXTRA ATHLETIC TRAINING COVERAGE		620.00
0000065808	02/21/2025	VERIZON - RPC	POLE ATTACHMENT FEE		5.00
0000065809	02/21/2025	VERIZON WIRELESS	VERIZON WIRELESS-CELL PHONES		232.35
0000065810	02/21/2025	VEX ROBOTICS INC	HS VEX ROBOTICS	MS VEX ROBOTICS	1,277.43
0000065811	02/21/2025	WAHS CHEERLEADING BOOSTERS	JH CHEERLEADER COMPETITION FEE		240.00
0000065812	02/21/2025	WEST BRANCH ARTS CONSORTIUM	2024-25 ARTS PROGRAMS-DIST CONTRIBUTION		750.00
0000065813	02/21/2025	WEX HEALTH INC.	HRA-HSA MONTHLY-JANUARY 2025		369.50
0000065814	02/21/2025	WILLIAMSPORT AREA SD	9TH GRADE BOYS BASKETBALL TOURNAMENT	8TH GRADE BOYS BASKETBALL TOURNAMENT	300.00
0000065815	02/21/2025	WINDSTREAM	COMMUNICATIONS-DSC		15.48
0000065816	02/21/2025	WMWA	2607-0	339-0	5,352.77
0000065817	02/21/2025	WORK CENTER SUSQUEHANNA PHYSICIAN SERVICES	BUS DRIVERS DRUG TESTING FEES		115.00
0000065818	02/21/2025	ZAC MARTIN	REIMBURSE FOR LAB SUPPLIES	REIMBURSE-CRAFT SUPPLIES REUSEABLE ENERGY MODELS	49.87
0000065819	02/27/2025	ACE-TA LOCK AND SAFE CO.	MASTER KEYS (12) - TRAINER ROOM		443.76
0000065820	02/27/2025	ADAM SAVOY	DUAL ENROLLMENT REIMBURSEMENT-B SAVOY (1)		150.00
0000065821	02/27/2025	ADELPHOI KETTERER CHARTER SCHOOL	TUITION (1) STUDENT-1/1/25-1/31/25 SH	JP-1/24/25-1/31/25	3,593.28

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Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000065822	02/27/2025	ADVANCE AUTO PARTS	OIL FILTER & LUBE	OIL FILTER	52.09
0000065823	02/27/2025	ALAN HUFF	ATHLETIC TRIPS	HS FIELD TRIP	50.00
0000065824	02/27/2025	ALL AMERICAN ATHLETICS LLC	WOOD FLOOR CLEANING PRODUCT		185.00
0000065825	02/27/2025	AMERICAN WELDING & GAS INC.	ACETYLENE CYLINDERS-RENTAL		132.51
0000065826	02/27/2025	AMY KRIEBEL	DUAL ENROLLMENT REIMBURSEMENT-L KRIEBEL (1)		150.00
0000065827	02/27/2025	ASHLEY COWAN	DUAL ENROLLMENT REIMBURSEMENT-J WILLIS (1)		150.00
0000065828	02/27/2025	BI-LO SUPPLY	PVC SCH40 PIPE ETC	OVERFLOW HEAD	655.82
0000065829	02/27/2025	BLAST IU 17	24-25 2ND QRTY EQUIP BILLING	MONTHLY WAN & TECH- DECEMBER 2024	7,738.40
0000065830	02/27/2025	BRIAN LOWMILLER	ATHLETIC TRIP		10.00
0000065831	02/27/2025	CARL PROBST	ATHLETIC TRIP		10.00
0000065832	02/27/2025	CAROLYN BROWN	DUAL ENROLLMENT REIMBURSEMENT-R BROWN (2)		300.00
0000065833	02/27/2025	CREST/GOOD MFG CO INC	SLOAN SINGLE SMART SMO	NEW STYLE VAC BRK KIT	792.63
0000065834	02/27/2025	DUANE HEVERLY	REIMBURSE BUS PHYSICAL FEE	ATHLETIC TRIP	60.00
0000065835	02/27/2025	EGOLD FAX	FAX OVERAGE CHARGE 1/19/25- 2/18/25		47.60
0000065836	02/27/2025	EQUITY ROOFING LLC	REPAIR ROOF SERVICE CALL-HS		1,767.02
0000065837	02/27/2025	ERICA GHAYYADA	DUAL ENROLLMENT REIMBURSEMENT-J GHAYYADA (1)		150.00
0000065838	02/27/2025	ERIN BROUSE	DUAL ENROLLMENT REIMBURSEMENT-K BROUSE (2)		300.00
0000065839	02/27/2025	FRED HAMM INC.	HS	SCHICK	2,066.18
0000065840	02/27/2025	FREEZER'S AUTO PARTS	M18 FUEL 7-1/4" CIRCULAR SAW		249.00
0000065841	02/27/2025	FULMER'S STORAGE TRAILERS	SCHICK	MS	180.00

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## FUND ACCOUNTING PAYMENT SUMMARY

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Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000065842	02/27/2025	GROUND SHAKER MOTORSPORTS	PLOW LIGHT KIT		582.60
0000065843	02/27/2025	HILLYARD/MID-ATLANTIC	SCHICK	HS	213.83
0000065844	02/27/2025	HUMPHREYS PEST CONTROL COMPANY	PEST CONTROL-HS	PEST CONTROL-SCHICK	103.00
0000065845	02/27/2025	J W PEPPER & SON INC	MUSIC - TINi		251.24
0000065846	02/27/2025	JEN BOMBOY	CONFERENCE REIMBURSEMENT-JB		49.00
0000065847	02/27/2025	JOHN WHEELER	ATHLETIC TRIPS		20.00
0000065848	02/27/2025	JOSEPH BAKER	DUAL ENROLLMENT REIMBURSEMENT-FIONA BAKER (1)		150.00
0000065849	02/27/2025	KATHERINE PIETRASKI	DUAL ENROLLMENT REIMBURSEMENT-A PIETRASKI (1)		150.00
0000065850	02/27/2025	KIERSHA WHITEHEAD	DUAL ENROLLMENT REIMBURSEMENT-A WHITEHEAD (1)		150.00
0000065851	02/27/2025	LANDPRO EQUIPMENT LLC	MAINT PARTS		437.06
0000065852	02/27/2025	LINDA LaCOE	24-25 WINTER EVENT STAFF		0.00
0000065853	02/27/2025	LISA KOROPCHAK	DUAL ENROLLMENT REIMBURSEMENT-G KOROPCHAK (1)		150.00
0000065854	02/27/2025	LISA WOLYNIEC	DUAL ENROLLMENT REIMBURSEMENT-A LEWIS (1)		150.00
0000065855	02/27/2025	LOYALSOCK CAFETERIA FUND	LTMS PBIS FREE ICE CREAM COUPONS		50.00
0000065856	02/27/2025	LYCOMING CAREER & TECHNOLOGY CENTER	STUDENT TUITION 24-25 PYMT 9-10 (48 STUDENTS)		25,532.98
0000065857	02/27/2025	LYCOMING/CLINTON TRANSPORTATION	TRANSPORTATION OF 1 STUDENT		120.00
0000065858	02/27/2025	MADISON ENERGY INVESTMENT II LLC	HS	MS	4,315.52
0000065859	02/27/2025	MARCO TECHNOLOGIES LLC	MX-4111N DSC UPSTAIRS	STAPLE CARTRIDGE-SCHICK	401.68
0000065860	02/27/2025	MARCY GARRISON	DUAL ENROLLMENT REIMBURSEMENT-M GARRISON (1)		150.00

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Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000065861	02/27/2025	MAYER eLECTRIC SUPPLY COMPANY INC	LED FLOOD FIXTURE	BATTERY & CHARGER	511.20
0000065862	02/27/2025	MICHAEL SILVAGNI	ATHLETIC TRIP		10.00
0000065863	02/27/2025	MICHELLE KULP	DUAL ENROLLMENT REIMBURSEMENT-D KULP		150.00
0000065864	02/27/2025	MICHELLE RODARMEL	DUAL ENROLLMENT REIMBURSEMENT-K RODARMEL (1)		150.00
0000065865	02/27/2025	MIRABITO ENERGY PRODUCTS	GASOLINE-1777369	BIODIESEL 1777351	5,600.60
0000065866	02/27/2025	NASSP	YEARLY FEE, NAT'L HONOR SOCIETY		385.00
0000065867	02/27/2025	NASSP	YEARLY RENEWAL FEE, NAT'L STUDENT COUNCIL		95.00
0000065868	02/27/2025	PMEA DISTRICT 8	PMEA JAZZ BAND REGISTRATION FEE (3) STUDENTS		75.00
0000065869	02/27/2025	PMT MACHINING INC	ALUMINUM SHEETS-BASEBALL SCOREBOARD		340.00
0000065870	02/27/2025	PORT ELEVATOR INC	ELEVATOR SERVICE-SCHICK	MS	1,500.00
0000065871	02/27/2025	PRO SUPPLY	ROLL TOWEL ETC	HS	2,104.81
0000065872	02/27/2025	QUADIENT LEASING USA INC	QTLY LEASE PYMT-POSTAGE MACHINE DSC	POSTAGE MACHINE INK CARTRIDGE	581.23
0000065873	02/27/2025	RACHEL SAVIDGE	DUAL ENROLLMENT REIMBURSEMENT-M SAVIDGE (1)		150.00
0000065874	02/27/2025	RIVER ROCK ACADEMY LLC	8TH INSTALL OF 10-5 STUDENT SLOTS		13,597.50
0000065875	02/27/2025	RIVER VALLEY TRANSIT AUTHORITY	JANUARY 2025 TRIPS		1,200.00
0000065876	02/27/2025	ROBERT M SIDES	MUSIC-TINI	SAX REEDS	185.40
0000065877	02/27/2025	SCHOOL SPECIALTY LLC	MCCARTHY-TEAM ORDER	MCNETT- TEACHER SUPPLIES	2,197.19
0000065878	02/27/2025	SERENA TRIPP	DUAL ENROLLMENT REIMBURSEMENT-L TRIPP(1)		150.00
0000065879	02/27/2025	SIEMENS INDUSTRY INC	SCHICK	HS	1,366.70

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0000065880	02/27/2025	SUSQUEHANNA FIRE PROTECTION COMPANY	FIRE EXTINGUISHER MAINT-HS		79.50
0000065881	02/27/2025	TONY'S DELICATESSEN	GIFT CARDS		150.00
0000065882	02/27/2025	TULPEHOCKEN MOUNTAIN SPRING WATER	2677847	2704716	90.28
0000065883	02/27/2025	TYLER S GRANT MUSIC WORKS LLC	REIMBURSE FLIGHT COST-TYLER GRANT		313.49
0000065884	02/27/2025	VITTORIA KIEHL	DUAL ENROLLMENT REIMBURSEMENT-J KIEHL (1)		150.00
0000065885	02/27/2025	VIVIAN SEVERN	DUAL ENROLLMENT REIMBURSEMENT-L SEVERN (2)		295.00
* 0000ET6389	02/05/2025	UGI UTILITIES INC	UGI - SCHICK		2,450.62
* 0000ET6390	02/07/2025	VOYA FINANCIAL	VOYA FINANCIAL-RET VOY-EMPLOYEE	VOYA FINANCIAL-EMPLOYER	4,578.10
* 0000ET6391	02/05/2025	UGI UTILITIES INC	HS	MS	6,383.15
* 0000ET6392	02/06/2025	NEOPOST USA INC	NEO POST INC-ADVANCE POSTAGE-HS		2,000.00
* 0000ET6393	02/07/2025	PA STATE INCOME TAX	PA INCOME TAX WITHHELD		14,047.30
* 0000ET6394	02/07/2025	ELECTRONIC PAYMENT TRANSFER	FIT WITHHOLDINGS	ER SOCIAL SECURITY	103,291.91
* 0000ET6395	02/07/2025	DELTA DENTAL OF PENNSYLVANIA	DELTA DENTAL CLAIMS PAID		2,744.90
* 0000ET6396	02/06/2025	UGI UTILITIES INC	UGI-UNIT 1 SCHICK		199.76
* 0000ET6397	02/10/2025	PSERS	PSERS-EMPLOYEE-RET	PSERS-EMPLOYEE-RET-POS	69,969.64
* 0000ET6398	02/07/2025	WEX HEALTH INC	HSA EMPLOYEE CONTRIBUTIONS		14,418.07
* 0000ET6399	02/21/2025	VOYA FINANCIAL	VOYA FINANCIAL-RET VOY-EMPLOYEE	VOYA FINANCIAL-EMPLOYER	4,530.12
* 0000ET6400	02/21/2025	PA STATE INCOME TAX	PA INCOME TAX WITHHELD		14,313.90
* 0000ET6401	02/21/2025	ELECTRONIC PAYMENT TRANSFER	FIT WITHHOLDINGS	EE SOCIAL SECURITY	106,088.76

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* 0000ET6402	02/21/2025	DELTA DENTAL OF PENNSYLVANIA	DENTAL CLAIMS PAID		4,394.78
* 0000ET6403	02/24/2025	PSERS	TRANSACTION #2854582	TRANSCATION #2855615	93.13
* 0000ET6404	02/21/2025	WEX HEALTH INC	HSA EMPLOYEE CONTRIBUTIONS		12,118.07
* 0000ET6405	02/26/2025	MARCO TECHNOLOGIES LLC	FLEET OF 5 COPIERS	ADD'L FLEET OF 4 COPIERS	6,674.09
* 0000ET6406	02/27/2025	TSA CONSULTING GROUP INC	EE CONTRIBUTIONS	ER CONTRIB. MCLAUGHLIN-KM	27,958.17
* 0000ET6407	02/28/2025	LYCOMING COUNTY INSURANCE	ACTIVE-DIST EXPENSE	EMPLOYEE CONTRIBUTIONS	258,403.89
* 0000ET6408	02/28/2025	LOYALSOCK TOWNSHIP EDUCATION ASSOCIATION	LTEA VOLUNTARY DUES		9,097.30
* 0000ET6409	02/03/2025	NEOPOST USA INC	NEO POST-ANNUAL FEE FOR ACH POSTINGS		50.00
<b>10 - GENERAL FUND</b>					<b>887,120.62</b>
<b>Grand Total All Funds</b>					<b>887,120.62</b>
<b>Grand Total Credit Cards</b>					<b>0.00</b>
<b>Grand Total Direct Deposits</b>					<b>0.00</b>
<b>Grand Total Manual Checks</b>					<b>(500.00)</b>
<b>Grand Total Other Disbursement Non-negotiables</b>					<b>663,805.66</b>
<b>Grand Total Procurement Card Other Disbursement Non-negotiables</b>					<b>0.00</b>
<b>Grand Total Regular Checks</b>					<b>223,814.96</b>
<b>Grand Total Virtual Payments</b>					<b>0.00</b>
<b>Grand Total All Payments</b>					<b>887,120.62</b>

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

LOYALSOCK TOWNSHIP SCHOOL DISTRICT  
GENERAL FUND  
CASH RECEIPTS AND DISBURSEMENTS SUMMARY  
FOR THE MONTH OF FEBRUARY 28, 2025

**WOODLANDS BANKS**

<b>BEGINNING BALANCE - FEBRUARY 1, 2025 WOODLANDS CHECKING ACCOUNT GF:</b>	<b>4,172,541.90</b>
Athletic Admissions	5,860.00
Delinquent Taxes	20,920.76
Earned Income Tax	615,032.37
Interest	12,180.79
Ipad Revenue	1,200.00
Local Services Tax	6,319.70
Miscellaneous Revenue	195.09
Recoverable Disbursements - Insurance	5,960.75
Recoverable Disbursements - Other	2,795.72
Rental Income	1,734.00
Business Privilege Tax	49,961.90
Real Estate Transfer	61,281.43
Donation/Grant	4,802.44
Refund	99.80
<b>Total Receipts:</b>	<b>788,344.75</b>
Returned ACH	754.92
<b>Total Funds Available:</b>	<b>4,961,641.57</b>
Disbursements: Accounts Payable Expenses	887,120.62
Net Payroll	626,449.03
Check #65852, posted in February and voided in March	500.00
Check #65651, posted in January and voided in February	(300.00)
<b>Total Disbursements:</b>	<b>1,513,769.65</b>
Ending Balance - Woodlands Checking Account GF Yield 4.75%	3,447,871.92
Ending Balance - Woodlands Federated Government Obligations T/M Fund Yield 4.20%	6,051.76
Ending Balance - Woodlands 12 Month CD - Merrick Bank Yield 4.25%	250,000.00
Ending Balance - Woodlands 12 Month CD - Charles Schwab Yield 5.40%	250,000.00
Ending Balance - Woodlands 12 Month CD - Flagstar Bank Yield 4.80%	250,000.00
Ending Balance - Woodlands 6 Month CD - PNC Bank Yield 4.35%	250,000.00
Ending Balance - Woodlands 9 month CD - BMO Chicago Yield 5.40%	250,000.00
Ending Balance - Woodlands 18 Month CD - Oakstar Bank Yield 4.15%	250,000.00
Ending Balance - Woodlands - 12 Month CD - Bank of America Yield 5.35%	250,000.00
Ending Balance - Woodlands - 12 Month CD - Flagstar Bank Yield 4.20%	250,000.00

Ending Balance - PLGIT 12 Month CD HARMONY BANK Yield 5.33%	247,244.11
Ending Balance - PLGIT 12 Month CD, BANK OF CHINA Yield 5.80%	246,717.63
Ending Balance - PLGIT 12 Month CD, GBANK Yield 4.45%	242,380.05
Ending Balance - PLGIT General Fund Yield 4.19%	<u>10,283,773.97</u>
<b>TOTAL GENERAL FUND ENDING BALANCE FEBRUARY 28, 2025:</b>	<b><u>16,474,039.44</u></b> =====

LOYALSOCK TOWNSHIP SCHOOL DISTRICT  
GENERAL FUND  
CASH RECEIPTS AND DISBURSEMENTS SUMMARY  
FOR THE MONTH OF FEBRUARY 28, 2025  
Average Yield 4.19%

PLGIT

**BEGINNING BALANCE - FEBRUARY 1, 2025 PLGIT GENERAL FUND:**

**9,173,389.09**

Receipts:

Comm of PA - Social Security Subsidy	131,770.94
Comm of PA - Basic Education Funding	619,902.10
Comm of PA - PA Pre-K Counts Program	16,285.71
Comm of PA - School Safety and Security Grant	35,015.98
Federal Programs - Title I #013-250234 Improving Basic Programs	23,088.38
Federal Programs - Title II #020-250234 Improving Teacher Quality	3,379.92
Federal Programs - Title IV #144-250234 Student Support and Academic Enrichment	1,759.08
CD Fixed Rate Maturity	249,498.08
Interest	30,557.87

**Total Receipts:**

**1,111,258.06**

**Total Funds Available:**

**10,284,647.15**

Disbursements:

January Purchase Card Transactions	873.18
------------------------------------	--------

**Total Disbursements:**

**873.18**

**ENDING BALANCE - PLGIT GENERAL FUND FEBRUARY 28, 2025:**

**10,283,773.97**  
=====

CAPITAL RESERVE FUND  
CASH RECEIPTS AND DISBURSEMENTS SUMMARY  
FOR THE MONTH OF FEBRUARY 28, 2025  
Average Yield 4.19%

PLGIT

**BEGINNING BALANCE - FEBRUARY 1, 2025 PLGIT CAPITAL RESERVE**

**1,010,087.92**

Receipts:

Transfer from GF	-
Interest	3,251.66

**Total Receipts:**

**3,251.66**

**Total Funds Available:**

**1,013,339.58**

Disbursements:

Checks:

**Total Disbursements:**

**-**

**Less Outstanding Checks:**

**ENDING BALANCE - PLGIT CAPITAL RESERVE FEBRUARY 28, 2025:**

**1,013,339.58**  
=====

LOYALSOCK TOWNSHIP SCHOOL DISTRICT  
CAPITAL RESERVE CONSTRUCTION FUND  
CASH RECEIPTS AND DISBURSEMENTS SUMMARY  
FOR THE MONTH OF FEBRUARY 28, 2025  
Average Yield 4.19%

		PLGIT
BEGINNING BALANCE - FEBRUARY 1, 2025 CAPITAL RESERVE CONSTRUCTION FUND		2,405,922.09
Receipts:	Transfer from GF	-
	Interest	7,713.04
Total Receipts:		7,713.04
Total Funds Available:		2,413,635.13
Disbursements:		
Checks:		
	1335 Keystone Advertising Specialties	6,588.00
	1336 Dincher & Dincher Tree Surgeons	5,960.00
	1337 Hawbaker Engineering	1,600.00
	1338 Hawbaker Engineering	3,513.27
	1339 Marotta/Main Architects	9,808.87
	1340 Loyalsock Township Zoning	100.00
	1341 Recorder of Deeds	46.50
	1342 PA Floor, Inc.	12,000.00
Transfers:		
Total Disbursements:		39,616.64
Prior Outstanding - Cleared in February		
Total:		-
Less Outstanding Checks:		
	1338 Hawbaker Engineering	3,513.27
	1342 PA Floor, Inc.	12,000.00
		15,513.27
CAPITAL RESERVE CONSTRUCTION FUND FEBRUARY 28, 2025:		2,389,531.76
		=====
TOTAL ENDING BALANCE - FEBRUARY 28, 2025 CAPITAL RESERVE FUND:		3,402,871.34
		=====

**LOYALSOCK  
TOWNSHIP  
HIGH SCHOOL**



**PROGRAM OF STUDIES  
2025-2026**

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**THE LOYALSOCK TOWNSHIP SCHOOL DISTRICT  
WILLIAMSPORT, PA**

**SCHOOL BOARD DIRECTORS**

Hal Gee - President  
Lynn Frey - Vice President  
Charles Edmonds, ED. D. - Treasurer  
David Bjorkman  
Melvin Wentzel  
Robert Leidhecker  
Jaclynne Lindsay  
Michael Zicolello

**DISTRICT ADMINISTRATION**

Gerald McLaughlin - Superintendent  
Dr. Brooke Beiter - Assistant Superintendent  
Dan Egly - Business Manager  
Dr. Teri Key - Curriculum and Instruction  
Lisa Fisher - District Special Education  
Eric Gee - Technology

**HIGH SCHOOL ADMINISTRATION**

Stephen Hafele - Principal  
Richard Cummings - Assistant Principal

**COUNSELORS**

Nicole Rippey - Students with last names A-K  
Nicole Turi - Student with last names L-Z

## **PURPOSE OF GUIDE**

This document serves as one of the primary tools for guiding Loyalsock Township High School (LTHS) students toward their eventual post-secondary school goals. The courses listed exist as the vehicle in which students will strive to reach their greatest potential in a variety of content areas. We are proud to offer a wide array of coursework to meet the needs of a diverse set of learners. Coupled with sound teaching and learning practices that students will experience, we firmly believe that we are preparing LTHS students for virtually any future they choose to pursue. Please take your time and review on the required courses and elective/related arts opportunities as you peruse this guide.

## **COURSE SELECTION PROCESS**

### **PREPARATION FOR SCHEDULING**

Working cooperatively with the Board of School Directors, district-wide curriculum committees, administrators, and staff, updates and corrections to the Program of Studies are prepared. Once the Program of Studies is approved by the Board of School Directors, it, along with other materials necessary for the completion of course scheduling, is distributed to students and parents. The documents students receive represent the culmination of the efforts of all involved in the process.

### **COURSE REQUEST & REGISTRATION**

1. Core course teachers (Math, Science, English and Social Studies) make recommendations for courses that would be appropriate for students in the upcoming year (i.e. academic rigor level and/or appropriate course sequencing). These recommendations are made based on available data from test scores, student grades, and classroom performance.
2. Course Requests are generated for all other required courses (e.g. Social Studies, Financial Literacy, Physical Education and Health).
3. Students attend an Electives Fair to learn about available elective options.
4. Students and parents review elective options and the Program of Studies online.
5. Students electronically submit their course requests for electives in the student portal.
6. Parents and students are able to view course recommendations and student course requests via the student and parent portal. If there are any questions after viewing, parents or students are encouraged to contact their teacher or make an appointment to meet with their counselor. If a student wishes to enroll in a course level that supersedes the teacher recommendation, they must complete the course appeal process (see below).
7. Preliminary schedules will be run, based on course recommendations and elective requests.
8. Counselors will meet one-on-one with students and review their preliminary schedules prior to finalizing schedules for the upcoming year, at which time students should resolve all remaining scheduling issues.
9. Final schedules will be released in May. Please see the scheduling change process below for any other schedule changes.

### **RESOLVING INEVITABLE COURSE CONFLICTS**

All students have the opportunity to request elective courses each year based on their individual interests and needs. We strive to accommodate students' first-choice electives during the scheduling process; however, due to potential conflicts, alternative selections may be utilized. There is no perfect, conflict-free schedule. The master schedule for the school is created each year based on the needs and wishes of the student body at large and is constructed in such a way as to fulfill the requests of the maximum number of students. While every effort is made to minimize course conflicts for all students, there is no guarantee, expressed or implied, that each and every

student will be able to roster every combination of requests that he or she makes. If a student has a conflict, counselors will discuss alternate requests in an effort to resolve the conflict, during their one-on-one meetings.

**Important note: LTHS students can earn up to eight (8) credits per year which will be applied to a student's transcript. Credits pertain specifically to Loyalsock Township School District authorized courses and programs. Any credit(s), whether through LTHS or another approved program, taken beyond eight (8) will not be factored into the student's cumulative weighted average, GPA, and class rank.**

## COURSE APPEAL PROCEDURE

A course appeal allows a student to enroll in a course level that opposes the teacher recommendation. By signing an appeal that supersedes the recommendation, the student and parent/guardian accept full responsibility for meeting the course's content and performance standards without modifications. Appeals will not bypass prerequisite courses. This process ensures transparency, accountability, and proper course placement.

Steps for the Appeal Process:

1. If the student and parent/guardian choose a different course level:
  - a. They should contact the teacher or school counselor for a discussion about the approval based on the student's performance and historical outcomes.
2. The student and parent/guardian should initiate the appeal process by completing and submitting a course appeal form. Course appeal forms can be found in the counseling office. Please note: All appeals must be submitted to the counseling office by the end of April.
3. The counselor will review the course appeal with the principal.
4. If approved, the counselor will update the course recommendation.

Additional Notes:

- Students cannot waive past prerequisite courses.
- Students may not waive more than one (1) level.
- Preferential changes (one elective for another or changing sections from one to another) are not permitted.
- Parallel changes (teacher preference) are not permitted under any circumstances.
- Approved changes will be contingent upon space availability

## SCHEDULE CHANGES

**Early Drop:** The last day to drop a yearlong or semester course without penalty is five (5) school days following the beginning of the term.

This does not include approved moves to a different section of the same course, due to extenuating circumstances. These schedule changes can be made after the dates specified above, without penalty to the students transcript or GPA, with approval from the principal.

**Late Drop:** Courses dropped after the above outlined periods, will result in a Withdrawal/Failure (WF) on the student's transcript.

**Please note: if you requested the course and dropping the class will negatively impact the integrity of the course, you will be unable to drop the course.**

## REQUIREMENTS FOR GRADUATION

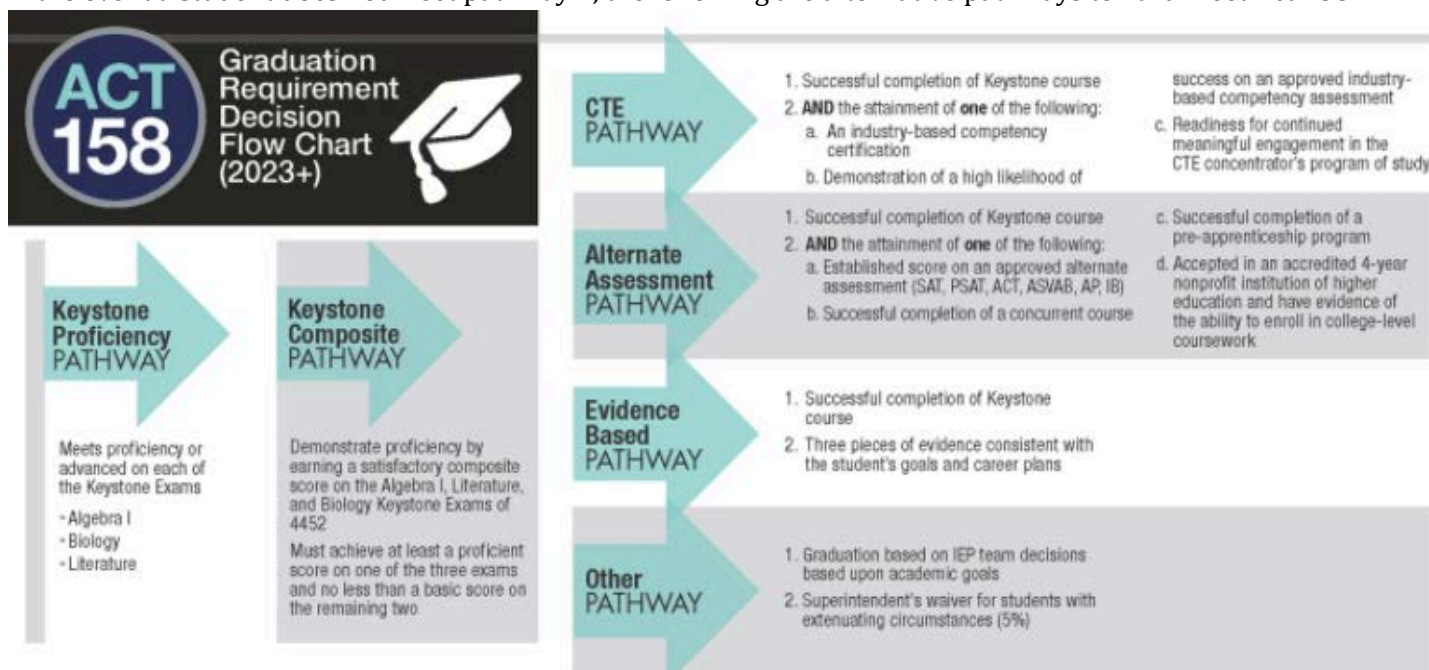
Students are required to earn **28 credits**, which must include the following courses for graduation from LTHS. Graduation requirements apply to all students unless determined otherwise by an IEP team in compliance with the Every Student Succeeds Act (ESSA) and the Individual with Disabilities Education Act (IDEA).

GRADUATION REQUIREMENTS	
Subject Area	Required # of Credits
English	4.0
Mathematics	4.0
Science	4.0
Social Studies	4.0
Physical Education/Health	1.0
Financial Literacy and Planning (required of all juniors)	1.0
Technology	1.0
Electives	9-12

## GRADUATION PATHWAYS

All students are also required to meet Pennsylvania's [Act 158 High School Graduation Requirements](#) through one of five pathways. The primary pathway is attained by demonstrating proficiency on the Keystone Exams in Algebra I, Biology, and Literature. Students who do not successfully meet pathway 1 with Keystone Exam proficiency are required to complete one of four additional pathways in order to successfully meet Act 158 requirements and Pennsylvania's [Future Ready Index](#).

In the event a student does not meet pathway 1, the following are alternative pathways toward meet Act 158:



Counselors and Administrators monitor students progress and advise with other opportunities to meet this requirement, as needed.

## CLASS RANK & COURSE WEIGHTS

Class rank is a procedure by which the performance of a student's work is compared with that of his/ her classmates. Class rank is determined by computing a student's total grade point average. Considering the increased demand and acceleration expected of students in Honors, Advanced Placement and college courses, additional grade value weight is assigned for the purpose of determining a student's GPA (grade point average). Weighted grading applies only to the grade point average used in determining class rank. The weighted GPA has no impact on quarterly grades issued for honor roll computation. Rank is cumulative, incorporating all courses completed by the student since entry into the high school (grades 9-12). **Final class rank** is calculated at the end of each school year; prior to the end of the school year, class rank is a prediction. **Class rank and GPA are also used to determine the valedictorian and salutatorian honors. These honors will be determined once all senior grades have been finalized for the year.**

**LTHS utilizes a 100-point cumulative weighted average system (CWA). GPA is derived from the CWA. The following is a description of the identified course levels.**

### Academic (Weight - 1.0)

Most of the coursework offered at LTHS is considered an academic level. Courses at this level are considered rigorous, but are not at the pace and level of honors, college or AP level. Academic courses will prepare any student for a comprehensive two or four-year college program as well as any other post-secondary career focus, including serving in our nation's military.

### Honors (Weight - 1.04)

Specific coursework that is considered to be more rigorous than Academic coursework, but not at the level of AP (Advanced Placement) coursework, is designated at the honors level. These courses will be taught at an **accelerated pace and level**. Such courses often require at least 1-hour minimum per night of extra study/homework completion. Students who seek such coursework must be organized and realize the work ethic required to be successful in such coursework. Like LTHS's academic courses, honors courses will also prepare any student for a comprehensive two or four-year college program as well as any other post-secondary career focus.

### Dual Enrollment (Weight - 1.06)

Dual Enrollment (DE) courses refer to any course taken by one of the colleges/universities with whom Loyalsock Township School District has an articulation agreement. These courses are taught at an introductory college level, typically referred to as general education ("gen ed") courses. DE courses are available to juniors and seniors, and offer students opportunities for additional coursework that is typically not offered by LTHS. DE courses provide the student with possible transfer college credit to many colleges to which a student is eventually choosing to gain acceptance.

### Advanced Placement (AP) (Weight - 1.08)

AP courses taken at LTHS occur within a prescribed curriculum defined by the College Board. **AP courses are the most challenging/rigorous courses** offered at LTHS and are applied to a student's rank and GPA. LTHS offers more than a dozen AP courses, with several more available on-line through our virtual education program. AP coursework requires students to be highly motivated, organized, and capable of spending 1-2 hours of study/homework completion per evening. **It is highly recommended that students who choose to take AP coursework also take the requisite AP exam in May of the given school year.** *It should be noted that the school*

*district pays the entire AP exam cost for each student; therefore, there is no disadvantage to a student taking the respective exam.*

### CORE COURSE SEQUENCING (BY GRADE LEVEL) AND EDUCATIONAL REQUIREMENTS

Grade 9	Grade 10	Grade 11	Grade 12
<b>English (1.0 Credit)</b>	<b>English (1.0 Credit)</b>	<b>English (1.0 Credit)</b>	<b>English (1.0 Credit)</b>
<ul style="list-style-type: none"> <li>Academic English 9 OR</li> <li>Honors English 9</li> </ul>	<ul style="list-style-type: none"> <li>Academic English 10 OR</li> <li>Honors English 10 OR</li> <li>AP Seminar</li> <li>NOTE: Literature Keystone Exam administered in Grade 10</li> </ul>	<ul style="list-style-type: none"> <li>Academic English 11 OR</li> <li>Honors English 11 OR</li> <li>AP English Literature &amp; Comp</li> </ul>	<ul style="list-style-type: none"> <li>College Prep English 12 OR</li> <li>Honors English 12 OR</li> <li>AP English Language &amp; Comp OR/And</li> <li>AP English Literature &amp; Comp</li> </ul>
<b>Mathematics (1.0-2.0 Credits)</b>	<b>Mathematics (1.0-2.0 Credits)</b>	<b>Mathematics (1.0-2.0 Credits)</b>	<b>Mathematics (0 - 2.0 Credits)</b>
<ul style="list-style-type: none"> <li>Algebra IA and Algebra IB OR</li> <li>NOTE: Algebra I Keystone Exam administered in Grade 9</li> <li>Honors Geometry (For Keystone Algebra 8 students) OR</li> <li>Geometry (For Keystone Algebra 8 students)</li> </ul>	<ul style="list-style-type: none"> <li>Geometry OR</li> <li>Honors Geometry</li> <li>Algebra II OR</li> <li>Honors Algebra II OR</li> <li>Algebra II and Advanced or</li> <li>Academic Trigonometry OR</li> <li>Honors Algebra II and Advanced or Academic Trigonometry</li> </ul>	<ul style="list-style-type: none"> <li>Integrated Math OR</li> <li>Statistics OR</li> <li>Algebra II OR</li> <li>Honors Algebra II OR</li> <li>Algebra II and Advanced Trigonometry or Academic Trigonometry OR</li> <li>Honors Algebra II and Advanced Trigonometry or Academic Trigonometry OR</li> <li>Advanced Trigonometry OR</li> <li>Honors Calculus OR</li> <li>Honors Calculus and AP Calculus AB</li> </ul>	<ul style="list-style-type: none"> <li>Integrated Math OR</li> <li>Statistics OR</li> <li>Algebra II OR</li> <li>Honors Algebra II OR</li> <li>Algebra II and Advanced or Academic Trigonometry OR</li> <li>Honors Algebra II and Advanced or Academic Trigonometry OR</li> <li>Advanced Trigonometry OR</li> <li>Honors Calculus OR</li> <li>Honors Calculus and AP Calculus AB OR</li> <li>AP Calculus BC</li> </ul>
<b>Social Studies (1.0 Credit)</b>	<b>Social Studies (1.0 Credit)</b>	<b>Social Studies (1.0 Credit)</b>	<b>Social Studies (1.0 Credit)</b>
<ul style="list-style-type: none"> <li>Modern American History</li> </ul>	<ul style="list-style-type: none"> <li>World History OR</li> <li>AP World History</li> </ul>	<ul style="list-style-type: none"> <li>Civics</li> </ul>	<p>4th Requirement can be met in grades 9-12. Options include:</p> <ul style="list-style-type: none"> <li>Intro to Social Sciences</li> <li>Honors Sociology</li> <li>S.T.A.R Leadership</li> <li>American Pop Culture</li> <li>Perspectives</li> <li>AP World History (if earned World History Credit in 10th grade)</li> </ul>
<b>Science (1.0 Credit)</b>	<b>Science (1.0 Credits)</b>	<b>Science (1.0-2.0 Credits)</b>	<b>Science (0- 2.0 Credits)</b>

<ul style="list-style-type: none"> <li>• Earth &amp; Environment OR</li> <li>• Honors Earth &amp; Environment</li> </ul>	<ul style="list-style-type: none"> <li>• Biology OR</li> <li>• Honors Biology</li> <li>• NOTE: Biology Keystone Exam administered in Grade 10</li> </ul>	<ul style="list-style-type: none"> <li>• Academic Chemistry OR</li> <li>• Honors Chemistry</li> <li>• AP Chemistry OR</li> <li>• Integrated Physical Science (IPS)</li> </ul>	<ul style="list-style-type: none"> <li>• Academic Physics OR</li> <li>• Honors Physics OR</li> <li>• Integrated Physical Science (IPS)</li> <li>• AP Physics</li> </ul>
<b>Physical Education &amp; Health (1.0 Credits)</b>			
<ul style="list-style-type: none"> <li>• PE (0.5)</li> <li>• Health (0.5)</li> </ul>			
<b>Other LTHS Graduation Requirements (2.0 Credits)</b>			
<ul style="list-style-type: none"> <li>• Financial Literacy and Planning (1.0)</li> <li>• Technology (1.0)</li> </ul>			

## CAREER AND TECHNICAL EDUCATION

All students interested in participating in a Career and Technical Education program are required to submit an application to the respective program (i.e. Lycoming Career & Technical Center or Williamsport Area High School). Approval for these programs are based on a student's progress towards graduation requirements, attendance, discipline and available space in each specific program.

### LYCOMING CAREER AND TECHNOLOGY CENTER (LYCO CTC)

LTHS sophomores, juniors, and seniors have the opportunity to select career and technical courses at Lyco CTC as electives. These courses meet daily for three periods and will receive three (3) credits upon successful completion of the course. All other academic courses will be scheduled at LTHS. See below for the courses that are currently offered to LTHS students.

Click [here](#) to learn more about Lyco CTC programs.

**Automotive Technology:** Are you interested in cars and want to repair high tech vehicles? Learn about performance, computer electronics, engine diagnosis and repair. Earn Automotive Service Excellence (ASE) Certification and PA State Inspection.

**Computer Systems Technology:** Become part of the team of experts who repair or maintain computers and networks. Prepare for a career in computer science – this program is an excellent foundation for post-secondary education. Prepare for Net Plus Certification and CompTIA A+ Certification.

**Construction Technology:** Do you enjoy working with your hands, building, operating power tools, working with electricity, connecting piping systems? Earn the National Center for Construction Education & Research (NCCER) Certification.

**Criminal Justice (Law Enforcement):** Are you interested in becoming a police officer, corrections officer, security officer, detective, or private security person? The combination of our program and post-secondary education is designed to prepare you for a rewarding career in private security, law enforcement, and criminal justice.

**Culinary Arts:** Do you like to be in the kitchen and enjoy cooking? Maybe you would like to own a restaurant, host a cooking show, or become a chef. You will learn proper use of kitchen utensils and equipment, food sanitation and storage, table settings, and food preparation. Earn the ServSafe Certification (a necessary

requirement to enter the food service industry).

**Early Childhood Education:** Are you interested in teaching or childcare services? This course provides a solid base for students planning to enter the fields of Occupational Child Care, Para educator, or Elementary Education. Become Child Development Associate CDA Test Ready!

**Health Careers:** As the world of medicine and science changes and grows virtually every day, the number of jobs in the health field grows as well. Are you interested in nursing and learning about the behind-the-scenes work that happens in a hospital setting? Would you like to learn about human anatomy and acquire skills for lab and technical employment? If you answered yes to these questions, this is the program for you! Opportunities to receive a Nurse Aide Certification and/or Medical Assistant Certification.

### **Senior Year Options:**

#### Cooperative Education - The Work-Based Placement Option

The Lycoming Career & Technology Center has established working partnerships with many area businesses encompassing a variety of career fields. Through placement in actual job sites, students learn the responsibilities of good employees including punctuality, appearance and work ethics. Students must also attend a related theory class every two weeks, which reinforces these issues and also includes topics such as resume writing, interview skills, and completion of job applications. Click [here](#) for eligibility and guidelines for participation in the program.

#### Penn College NOW Program

Through an alliance with Pennsylvania College of Technology, level 3 (12th grade) students have the opportunity to take one college level course per semester while in high school providing seats are available for a class related to the technical course the student is enrolled in at Lycoming Career & Technology Center. Click [here](#) for eligibility and guidelines for participation in the program.

Click here for more information on the [Penn College NOW](#) Program.

### **CAREER AND TECHNICAL EDUCATION AT WAHS (WAHS CTE)**

LTHS sophomore, juniors and seniors also have the opportunity to select career and technical courses at WAHS, **ONLY** if they are not available at Lyco CTC. These courses meet daily for two periods and students will receive two (2) credits upon successful completion of these courses. All other academic classes will be scheduled at LTHS. **Students may be required to provide their own transportation in order to attend at WAHS.** Click [here](#) to learn more about WAHS CTE Programs.

## **DUAL ENROLLMENT**

Students at LTHS have several opportunities to earn college credits while still in high school. Dual enrollment allows students to take a college-level course while still attending high school. All college courses and grades will be included on the high school transcript, will be weighted according to the course descriptions above and will be included in the student's high school GPA and class rank.

LTHS students can graduate with three (3) or more college credits to apply toward the cost of his/her college education. For each college course of three or more college credits, LTHS students will earn one (1) LTHS credit (for college courses less than three (3) credits, students will earn 0.5 LTHS credits). DE courses may transfer to a student's chosen college/university and satisfy a general education credit and in some cases may satisfy a core



requirement, depending on their major and school, however, this is not a guarantee. Additionally, there is a potential cost savings, as the cost of DE courses through LTHS is typically less than the cost of a college credit as a fully enrolled college student.

**To be eligible, a Junior or Senior must meet the following requirements:**

1. Have a cumulative weighted average of **85% or better and/or meet the requirements of the partnering institution.**
2. Be in good standing with attendance at LTHS.
3. Have room in their schedule to take a DE course(s).
4. Must be able to provide their own transportation, when applicable.

**Note:** Principal discretion can be used for any individual extenuating circumstances.

If a student is interested in enrolling in a DE course, they should follow the following steps:

1. Consult with their parents to discuss whether or not DE courses are the right scheduling choice
2. Express their interest in enrolling with their counselors during their one-on-one scheduling meetings, at which point counselors will determine if they are eligible and will share opportunities and enrollment information (also linked below).
3. It is the **responsibility of the student** to confirm with the college/university they plan to attend, the transferability of the DE college credit.
4. It is the **responsibility of the student** to proceed with the enrollment process, which includes enrolling as a non-degree student, being accepted, choosing the course and fulfilling all financial obligations directly with the institution.
5. Depending on the institution, students may have the option to take their courses on-site (Lycoming College), otherwise they will have the option to complete their DE work in the LTHS Library or from home.
6. Upon completion of the course, if a student earns a grade of **C or better**, LTSD will reimburse the family **\$150 per course (maximum reimbursement of \$300 for two courses in one school year)**. Reimbursements will be mailed home after the conclusion of the school year.

Below are the links to the various programs that are offered to students.

- [Early College Program - Commonwealth University](#)
- [Harrisburg Area Community College \(HACC\)](#)
- [Early Warrior Dual Enrollment - Lycoming College](#)

In addition to the dual enrollment options above, several of our advanced courses at LTHS also afford the opportunity for dual enrollment credit through Keystone College, including Advanced Trigonometry (available for 10th grade students), AP Chemistry, AP Physics, and AP Calculus AB & BC. The process for obtaining college credit for these courses will be shared directly with students enrolled in an eligible course.

<b>NCAA COURSE REGULATIONS</b>
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Attention student athletes and parents: If participation in college athletics is a possible future consideration, it is important for you to read and understand the following information. If you have any questions about the academic standards, you should contact a high school counselor or register on the .

In order to participate as a college freshman in Division I or II athletics, the NCAA Initial-Eligibility Center must certify a student. In order to do this, a student must register with the NCAA center at [web3.ncaa.org/ecwr3/](http://web3.ncaa.org/ecwr3/).

Although a student does not begin the certification process before the end of the junior year in high school, he/she begins to meet the eligibility requirements in ninth grade with the courses selected and the grades achieved. Thus, course selection is extremely important. To be certified by the Center, you must meet the following requirements:

1. Graduated from high school.
2. **Division I:** The minimum grade-point average in the 16 core courses and required ACT or SAT score vary according to the Initial-Eligibility Index. (See your high school counselor for more information) The minimum grade point average is based on a core curriculum from at least 16 academic courses, which were successfully completed during grades nine (9) through twelve (12). Only courses that satisfy the NCAA definition of a core course can be used to calculate the NCAA GPA. LTHS courses meeting these requirements are indicated in the course descriptions below.
3. **Division II:** Earn a grade-point average of at least a 2.2 from a core curriculum in at least 16 academic courses which were successfully completed during grades nine (9) through twelve (12). Only courses that satisfy the NCAA definition of a core course can be used to calculate the NCAA GPA. LTHS courses meeting these requirements are indicated in the course descriptions below.

## COURSES BY DEPARTMENT

### ART

Course title	Weight	Open to Grades	Prerequisites	Credit
3D Art	1.0	9-12	None	1
Drawing & Painting I	1.0	9-12	None	1
Drawing & Painting II	1.0	9-12	Drawing & Painting I	1
Honors Drawing & Painting III	1.04	10-12	90% or higher in Drawing & Painting II AND portfolio review	1
Ceramics & Glass I	1.0	9-12	None	1
Honors Ceramics & Glass II	1.04	10-12	90% or higher in Ceramics & Glass I	1
Photography	1.0	9-12	None	1
Honors Portfolio Development	1.04	11-12	Those needing Portfolio for College Admissions AND portfolio review	1
Fiber Arts	1.0	9-12	None	1

### DRAWING & PAINTING I

1.0 Credit

Foundation of Visual Arts is an introductory course where students are given a sampling of various 2-D mediums. The principles of art and design are stressed with each project.

### DRAWING AND PAINTING II

1.0 Credit

This is an intermediate course for those students who wish to improve their drawing skills and explore a variety of painting techniques and styles. An emphasis will be placed on the rules of design, composition, and student imagination. Students will explore advanced perspective, portraiture, scratchboard, and stipple-drawing.

## HONORS DRAWING AND PAINTING III

1.0 Credit

This is an advanced course for those students who wish to further improve their drawing skills and explore a variety of painting techniques and styles. An emphasis will be placed on the rules of design, composition, and student imagination. Students will explore advanced perspective, portraiture, print-making, and pointillism.

## HONORS PORTFOLIO DEVELOPMENT

1.0 Credit

For students pursuing a degree in Art in their post-secondary studies, the Portfolio Development course helps students increase both the inventive and expressive portions of their artistic portfolio. Students develop skills and work habits which will build confidence in their artistic development. Students will gain a better sense of their strengths as an artist. The Portfolio Development course offers insight into building a portfolio for higher education and the art school admissions process.

## FIBER ARTS

1.0 Credit

This course will give students an overview introduction of fiber work using natural and man-made materials. Using fiber and textile media and techniques, students will create works that focus on both two and three-dimensional artworks. Fiber and textile processes may include: weaving, fabric printing, papermaking, embroidery, batik, and mixed media. Cultural, historic, and aesthetic aspects of these processes will be incorporated, as well as experiences in art criticism. Emphasis will be placed on creative design concepts, craftsmanship, and skillful and imaginative use of materials.

## PHOTOGRAPHY

1.0 Credit

Photography will be an exploration of the art and science of photography. This course will look at the many facets of photography from art, science, commercial, fashion, portrait, documentary, and journalistic approaches. We will focus on the capturing, adjustment, and alteration of digitally captured images. The principles of art and design are stressed with each project. Students will be evaluated on technique, creativity, effort, and critical responses.

## 3D ART

1.0 Credit

Open to grades 9-12, 3D Art is an introductory course where students create various 3D pieces of art. Students develop original arts by considering the length, width and depth of a 3D piece. This class focuses on working with a variety of materials including found objects, paper, clay, foam, plaster and a variety of repurposed objects.

## CERAMICS AND GLASS I

1.0 Credit

Ceramics and Glass is an intermediate course that focuses on the heated transformation of raw materials into functional and sculptural forms. The principles of design, ergonomics, and utility are stressed with each project. This course is excellent for visual and kinetic learners who are good with their hands and are not afraid to get dirty. Sample projects include, but are not limited to: cups/tumblers, tea-bowls, mugs, tiles, stained glass, and fused glass. **Long and/or fake fingernails are not permitted and hair must be pulled back during class.**

## HONORS CERAMICS AND GLASS II

1.0 Credit

This is an advanced art course for those students who wish to seriously explore hand-built and wheel-thrown forms. Students will learn to create various sculptures including, but not limited to: boxes, roasters, teapots as well as human and animal forms. They will also learn to create vases, perforated forms, covered jars, pitchers, goblets, teapots and other utilitarian forms. **Long and/or fake fingernails are not permitted and hair must be pulled back during class.**

## BUSINESS, COMPUTER AND INFORMATION TECHNOLOGY

Course title	Weight	Open to Grades	Prerequisites	Credit
Accounting I	1.0	9-12	None	1
Accounting II	1.0	10-12	75 or higher in Accounting I	1
Financial Literacy and Planning	1.0	11-12	None	1
Marketing I	1.0	9-12	None	1
Marketing II	1.0	10-12	Marketing I	1
Introduction to Business	1.0	9-12	None	1
Entrepreneurship	1.0	9-12	None	1
Digital Information Technology I*	1.0	9-12	None	1
Digital Information Technology II*	1.0	10-12	Digital Information Technology I OR teacher approval	1
Computer Science I *	1.0	9-12	None	1
Computer Science II	1.0	10-12	Computer Science I	1
Honors Computer Science III	1.0	11-12	Computer Science II	1
Video Game Design*	1.0	9-12	None	1
Web Design*	1.0	9-12	None	1

### \* TECHNOLOGY REQUIREMENT OPTIONS

#### DIGITAL INFORMATION TECHNOLOGY I

1.0 Credit

In this course students will complete a series of micro units to cover a variety of digital literacy topics and preview topics covered in detail in our other technology courses. Students will have a better understanding of how information is represented digitally and sent over the internet. Students will learn some basic fundamentals of JavaScript and web design as well as general skills in a variety of application software. With a focus on creativity, problem solving and project-based learning, Digital Information Technology will give students the opportunity to explore several important topics and continue to develop skills to further endeavors in any career field.

#### DIGITAL INFORMATION TECHNOLOGY II

1.0 Credit

In this hands-on intermediate/advanced course students will go beyond the basic operations of commonly used application software (Microsoft Office, iWorks, Google Suite). This course will build on student's prior knowledge and experience with personal uses of computers/technology to include various business and industrial uses at a higher level in order to prepare for college or the workforce. Students will continue to examine some of the social and ethical implications of computers in our society as well as a variety of current trends in computer security, and digital citizenship.

## **VIDEO GAME DESIGN**

1.0 Credit

The Video Game Design in Unity course teaches the fundamentals of designing a video game using the most widely accessed and preferred editing engine in the world. The intent of this course is to prepare high school students with the industry related skills needed for the workplace and higher learning environments. Students illustrate comprehension of game design skills and apply their knowledge using the Unity game engine. Students will create their games and configure scripts using C# in Visual Basic Studio and the Unity game engine. By the end of this course, they will understand the design planning process, be knowledgeable of industry related careers, and be able to navigate the Unity environment in order to create 3D games.

## **WEB DESIGN**

1.0 Credit

In this project-based course students will learn HTML and CSS programming languages, and will create their own live homepages to serve as portfolios of their creations. By the end of this course, students will be able to explain how web pages are developed and viewed on the Internet, analyze and fix errors in existing websites, and create their very own multi page websites. Students will learn the foundations of user interface design, rapid prototyping and user testing, and will work together to create professional, mobile responsive websites. In today's world, web pages are the most common medium for sharing ideas and information. Learning to design websites is an incredibly useful skill for any career path.

## **ENTREPRENEURSHIP**

1.0 Credit

Entrepreneurship focuses on recognizing a business opportunity, starting a business, operating, managing and maintaining a business. Students will be exposed to the development of critical thinking, problem solving, and innovation in this course as they will either be the business owner or individuals working in a competitive job market in the future. In the United States small businesses make up close to 90% of all businesses. Integration of accounting, finance, marketing, business management, legal and economic environments will be developed throughout projects in this course. Students will work to develop a business plan that includes structuring the organization, financing the organization, and managing information, operations, marketing, and human resources. Through various projects, team building activities and lessons students will be engaged in the creation and management of a business and the challenges of being a small business owner. Various forms of technologies will be used to expose students to resources and application of business principles for starting, operating and maintaining a business. Professional communication skills and practices, problem-solving, ethical and legal issues, and the impact of effective presentation skills are enhanced in this course to prepare students to be college and career ready. Employability skills are integrated into activities, tasks, and projects throughout the course standards to demonstrate the skills required by business and industry.

## **ACCOUNTING I**

1.0 Credit

Accounting I provide a valuable skill for all students who are college bound, and who are entering the field of self-employment, or who intend to seek employment in the business world. Students are encouraged to take this course if they plan to take the advanced course in Accounting. Students will learn accounting applications for a service business as well as for a merchandising business. Emphasis is on the basic principles, concepts, and procedures of accounting which will ensure all students' maximum opportunity when entering the world of business. While following GAAP (Generally Accepted Accounting Procedures), areas of concentration include:

- Completion of the accounting cycle using double entry accounting for a sole proprietorship
- Reconciling bank statements
- Money and banking applications
- Preparation of financial reports
- Preparation of a payroll

## ACCOUNTING II

1.0 Credit

Accounting II is a recommended subject for all students who have satisfactorily completed and earned 75 or above in Accounting I. Completed as an Independent Study, this course is designed to give the students a brief review of Accounting I concepts and procedures. These concepts include the accounting cycle for a merchandising business, preparation of a payroll, money and banking applications and financial statements. After a review of concepts learned in Accounting I this course will concentrate on (1) analyzing problems involving partnership and departmental accounting applications, (2) analyzing problems using automated accounting software, (3) utilizing the computer for weekly corporate news reports and preparation of summary analysis, (4) preparing Federal and State income tax forms, and (5) analyzing corporate annual reports.

## FINANCIAL LITERACY AND PLANNING

1.0 Credit

This is a mandatory capstone course for all students. This course will set students up for success once they graduate. Students will explore and thoroughly plan and prepare for life after high school. The law portion of the course will provide an in-depth and extensive study in consumer law, civil law, criminal law, and court structure, rights/duties of minors and parents, explore real world court cases and attend the Lycoming County Courthouse to see a trial. The investment portion of the course will emphasize financial planning, as well as developing an understanding of retirement accounts, stocks, bonds, mutual funds, investment terminology and provide students with an attainable understanding of how they can invest. The financial portion of the course will cover financial responsibility, budgets, loans, credit, insurance, and provides students with the knowledge needed for financial success in their future. In the education section, students will participate in college preparation, such as researching appropriate colleges and majors, creating a Common Application, exploring the FAFSA, applying for scholarships, finalizing resumes, and participating in the mock interview process. Students whose goals do not include a university pathway will conduct similar work in exploring branches of the military or career fields not requiring postsecondary education. This course is designed to provide the student with practical knowledge which will not only benefit them in everyday life situations, but will also provide a valuable foundation for their future.. May fulfill a math credit requirement towards graduation, with administration approval. **This course is required for graduation.**

## INTRODUCTION TO BUSINESS

1.0 Credit

Introduction to Business will introduce the student to the world of business and will help prepare you for the economic roles of consumer, worker, and citizen. Some of the topics covered include: economic systems, decisions, resources and supply/demand; entrepreneurship, global economy, social responsibility, and finance. This course will also serve as a background for other business courses offered in high school and in college, assist you with consumer decision making, prepare you for future employment, and help you effectively perform your responsibilities as a citizen.

## MARKETING I

1.0 Credit

Marketing will focus on providing students with a foundation in basic marketing principles. Students will discover how businesses convince customers to buy their products. This knowledge is beneficial for not only someone selling goods and services, but for the everyday consumer to understand how they are being targeted by companies all the time. Students will explore topics such as the marketing concept, global marketplace, technology and marketing, advertising, product branding, social media marketing and marketing plans within various industries.

## MARKETING II

1.0 Credit

In Marketing II, students will take all the content learned in Marketing I and apply it in a fully hands on project based way. Students will not only study the marketing taking place in the industry, but also have the opportunity to create their own marketing content within groups and present it to the class. They will use their knowledge of consumer behavior, product management, pricing, advertising, social media marketing, and more to successfully

manage our school store, the Maroon Market. Students will be responsible for all of the behind the scenes work that goes into operating the Maroon Market. Some of the duties will include deciding merchandise to be sold, pricing merchandise, creating merchandise displays, creating social media campaigns, handling money, and restocking products. Students must be proficient in and will utilize Google Docs, Google Sheets, Gmail, Canva and various other software applications while conducting the business of the Maroon Market. Any student in Marketing II is required to be a member of Future Business Leaders of America (FBLA), due to the direct partnership of FBLA and the Maroon Market.

## **COMPUTER SCIENCE I**

1.0 Credit

This introduction to computer science course teaches the foundations of computer science and basic programming in JavaScript, with an emphasis on helping students develop logical thinking and problem solving skills. The course covers a broad range of foundational topics such as programming, algorithms, the Internet, big data, digital privacy and security, and the societal impacts of computing. At the completion of Introduction to Computer Science students will have learned material equivalent to a semester college introductory course in Computer Science and be able to program in JavaScript.

## **COMPUTER SCIENCE II**

1.0 Credit

Computer Science II is a continuation of concepts presented in Introduction to Computer Science. It is a rigorous, hands-on, project-based course that will allow students to continue to build their foundations of modern computing and programming skills. Students will have an opportunity to select the type of programming language they would like to study, to build on their knowledge and understanding of current programming concepts. The skills learned in this course will help to adequately prepare students with both the knowledge and skills to live and meaningfully participate in our increasingly digital society, economy, and culture.

## **COMPUTER SCIENCE III**

1.0 Credit

Computer Science III is a capstone for the computer science courses. It is a rigorous, hands-on, project-based course that will allow students to continue to build their foundations of modern computing and programming skills. Students will have an opportunity to select the type of programming language, or computer science discipline that they would like to study. This will build on their knowledge and understanding of current programming concepts. Reflection and application will be key focuses in this capstone course. Students will conclude the course by completing a detailed and comprehensive capstone of a specific computer science topic and a reflection on how the skills and knowledge they learned will apply to their future career pathway. (Independent Study optional)

### **CAREER READINESS**

Course title	Weight	Open to Grades	Prerequisites	Credit
Internship	1.0	12	Progress towards graduation confirmed by counselor	1

## **INTERNSHIP**

1.0 Credit

The internship program is structured as a course, requiring students to complete a minimum of 120 hours of combined instructional and workplace placement hours. The course begins with an introduction of in-class instruction, followed by a placement in a local business or organization.

Students must meet graduation requirements and adhere to program expectations outlined in the student code of conduct. They are required to maintain professionalism, attend all scheduled activities, and complete assigned tasks.

1. Uphold standards noted in the Code of Expectations for Student Interns
2. Active Participation: Student interns are expected to actively engage in both school and workplace experiences.
3. Development of Learning Objectives: Interns are required to develop meaningful learning objectives in collaboration with their teacher-coordinators and worksite supervisors.
4. Participation in Reflection Activities: Interns should participate in reflection activities designed to help them process and articulate their learning experiences.
5. Orientation to Workplace: Students must undergo thorough orientations to the world of work and to their specific workplace environment, ensuring they understand workplace expectations and safety protocols.

Students will be required to apply. Please see the [Internship Manual](#) for more information on goals, objectives and course requirements.

### ENGLISH

Four credits in English are required for graduation. One credit must be taken at each grade level, nine through twelve (9-12). Students are encouraged to consult with their present English teacher for guidance in selecting the proper course and course level for next year. Except in rare cases, such as remediation or AP, students may not accumulate more than one (1) English credit per year. Students repeating English classes must enroll in the same or a lower level of English when rescheduling for remediation.

Course title	Weight	Open to Grades	Prerequisites	Credit
Academic English 9	1.0	9	None	1
Honors English 9	1.04	9	90% average or above in 8 <sup>th</sup> grade reading and 8 <sup>th</sup> grade language arts, satisfactory completion of a summer reading assignment.	1
Academic English 10	1.0	10	Successful completion of English 9	1
Honors English 10	1.04	10	90% average or above in Academic English 9, or 80% average or above in Honors English 9	1
AP Seminar	1.08	10	90% average or above in Honors English 9 and an English teacher recommendation, satisfactory completion of a summer reading assignment	1
Academic English 11	1.0	11	Successful completion of English 10	1
Honors English 11	1.04	11	90% average or above in Academic English 10, or 80% average or above in Honors English 10	1
AP English Literature and Composition	1.08	12	90% average or above in an English 10 and/or 11 course, and no previous high school English failures, satisfactory completion of a summer reading assignment	1
Academic English 12	1.0	12	Successful completion of English 11	1
AP English Language and Composition	1.08	11-12	90% average or above in an English 11 course, and no previous high school English failures,	1



			satisfactory completion of a summer reading assignment	
Honors English 12	1.04	12	90% average or above in Academic English 11, or 80% average or above in Honors English 11	1
Yearbook and Media Journalism I	1.0	9-12	Completion of an application assignment and satisfactory attendance and discipline records	1
Yearbook and Media Journalism II	1.0	10-12	Completion of Yearbook and Media Journalism I with 80% average or above	1
Yearbook and Media Journalism III	1.0	11-12	Completion of Yearbook and Media Journalism II with 80% average or above	1
Yearbook and Media Journalism IV	1.0	12	Completion of Yearbook and Media Journalism III with 80% average or above	1
Creative Writing I	1.0	9-12	None	1
Creative Writing II	1.0	10-12	Completion of Creative Writing I with 80% average or above	1
Speech & Drama	1.0	9-12	None	1

## ACADEMIC ENGLISH 9

1.0 Credit

Ninth-grade English class provides a foundation for language-arts learning that students can build upon throughout the rest of their high school years. This is a standards-based course designed to build reading, writing, and vocabulary skills. Reading will focus on comprehension, vocabulary, inference, elements of literature, and literary devices (such as simile and allusion). Students will read a selection of short stories, novels, poetry, and a play by William Shakespeare. Mechanics of grammar will be reviewed -- including capitalization, run-ons, and fragments -- and writing will be studied at the paragraph and essay level. There will be regular vocabulary practice and quizzes through Membean.com. There will also be a brief unit on using Latin prefixes.

## HONORS ENGLISH 9

1.0 Credit

This is an intensive reading and writing course. In addition to providing a foundation for future English classes, this course prepares students for honors work in higher grades and for high-level work in college. In reading the stories, novels, and plays, students will be expected to demonstrate thorough comprehension and to use evidence from the text to make assertions about the author's purpose. We will review grammar, including capitalization and run-ons, and will work on writing at the paragraph and essay level. Honors students will cover a variety of extended material, collaboratively participate, and will be expected to work at a much quicker pace than academic students. Honors students will be required to complete a summer reading assignment, with an assessment within the first week of class.

## ACADEMIC ENGLISH 10

1.0 Credit

Academic English 10 is a standards-based course designed to enhance the skills necessary for success in a career, college, or any postsecondary training the student chooses to pursue. The year contains a review of the mechanics of the language—capitalization, punctuation, usage, and grammar. These will be addressed through the student's writing and in as-needed mini-lessons. In literature, students study poetry, short stories, the novel, and drama as a part of theme-based units. Specifically, students study the themes of The American Dream, Moral Struggle, Coming-of-Age, and Innocence to Experience. In addition, students read four independent novels over the course of the semester. During this semester, students are required to take weekly vocabulary quizzes using Membean, an

online, interactive program. Students also will be exposed to Latin, with weekly cumulative quizzes. Vocabulary and Latin lessons are designed to improve students' vocabulary skills with the intent to improve SAT scores and reading comprehension. Students will complete multiple writing assignments, ranging from speeches to analytical essays as a part of this course. Students will also participate in Keystone Exam targeted preparation designed to ensure their success on the Keystone Exam. Students will also engage in weekly writing assignments, ranging from creative to research-based.

## HONORS ENGLISH 10

1.0 Credit

Honors English 10 introduces British literature beginning with the Anglo-Saxon period and *Beowulf* and progressing through the Age of Reason in England. Big ideas addressed through this course are the changing religious and cultural values in England, evidenced in the literature. Key literary works/authors will include *Beowulf*, *The Canterbury Tales*, the Arthurian Legend, and Shakespeare (drama and poetry). In addition to an intensive literary focus, students will begin a two-year study of Latin, combined with weekly Membean.com vocabulary, both of which are designed to help prepare students for the Keystone Exam, the PSAT, and the SAT. Students will also work extensively with both writing and speaking. Writings will include creative, analytical, and research-based compositions. Speech topics will also range from creative assignments to research-based topics. Honors English 10 and Honors English 11 are sequential courses, covering the beginnings of British and American literature and progressing through the modern period. The English department recommends that Honors students take both courses in order to truly appreciate the literature of the two countries.

## AP SEMINAR

1.0 Credit

AP Seminar is a college-level course that will help students develop skills of collaboration, research, writing and presentation. This course will allow students to investigate and explore real-world topics and issues by analyzing a variety of different perspectives. Using an inquiry framework, students will practice reading and analyzing novels, articles, research studies, and foundational literary and philosophical texts; listening to and viewing speeches, broadcasts, and personal accounts; and experiencing artistic works and performances. Students will learn to synthesize information from multiple sources, develop their own perspectives in written essays, and design and deliver oral and visual presentations, both individually and as part of a team. Ultimately, students will learn to analyze and evaluate information with accuracy and precision in order to craft and communicate evidence-based arguments. Students signing up for this course must see the instructor before the end of freshman year to get the required summer assignment.

**Note: Completion of this course fulfills a 10th grade English requirement, however this course is not typically eligible for college credit. AP Seminar focuses on skills needed in almost every college major and should be viewed as a booster of subsequent AP scores and an indicator for college readiness on a student's transcript.**

## ACADEMIC ENGLISH 11

1.0 Credit

Academic English 11 is a total program of English literature, Membean and Latin vocabulary, grammar, formal composition, and a required research project. The study of literary works is theme-based, focusing on survival, identity, and bias. Students will have exposure to fiction and non-fiction works, ranging from Shakespeare to more contemporary novels, poems, and podcasts. Through the writing process, elements of grammar, usage, and punctuation will be covered on an individual, as-needed basis. The writing program encourages students to write effectively about personal experiences and critically about literature. Academic English 11 also develops college and career readiness through extensive career exploration, including an ASVAB reflection and independent research via the I-Search essay.

## HONORS ENGLISH 11



1.0 Credit

Honors English 11 continues where Honors English 10 ended. Literature will resume with the Age of Reason in England and America and move into the modern era. Key authors include Shakespeare, the Romantic Poets, Modernists, and Harlem Renaissance authors. Students will continue their study of Latin and Membean vocabulary and will improve their public speaking skills through various presentations and speeches. This is a writing intensive course, with students writing creative, analytical, and research-based compositions. Honors English 11 also develops college and career readiness through extensive career exploration, including an ASVAB reflection and independent research via the I-Search essay.

## AP LITERATURE AND COMPOSITION



1.0 Credit

AP English Literature and Composition is a college-level reading and writing course in which students will examine the search for life's meaning in a variety of literary works from all eras spanning the classical period to the present day. This will include short stories, poems, novels, memoirs, theatrical plays, and selected films. Students will read approximately 15 major works, answer complex analytical questions about the reading, participate in extensive discussions, give individual and group presentations, and complete numerous in-class writing assignments. This course will also prepare students for the College Board's Advanced Placement Examination in Literature and Composition through multiple choice practice tests, in-class discussion, timed writings, and course specific vocabulary lists. Students earning a score of "3" or higher may qualify for up to one year's credit in English and/or exemption from freshman English in college. Students signing up for this course must see the instructor before the end of sophomore/junior year to get the required summer assignment. Completion of this course fulfills an 11th or 12th grade English requirement.

## ACADEMIC ENGLISH 12



1.0 Credit

Academic English 12 is a comprehensive reading and writing course in which students will examine a variety of poems, short stories, novels, plays, and nonfiction materials. Through class discussion and personal reflection, students will respond critically, personally and collaboratively to a variety of archetypal themes, examining storytelling and its connection to human nature across cultures and time periods. Comprehensive units on Greek mythology and theater, Shakespearean tragedy and media literacy will be studied. Connections will be drawn between current events and the literature being read and students will research a variety of issues and ideas to supplement assigned readings. As a capstone experience, students will write and deliver a personal legacy speech. In addition, students will expand their vocabulary through the use of Membean and Greek root study, complete personal essays, and explore a variety of ways research and language is used in professional practice. Methods of assessment include, but are not limited to, projects, writings, tests, quizzes, presentations and journals.

## HONORS ENGLISH 12



1.0 Credit

The course comprises various thematic units, including archetypes and storytelling, Greek mythology, Shakespearean tragedy, and media literacy, while adding a focus on satire, allegory, rhetoric, and analyzing nonfiction text. Students will explore storytelling forms and meaning across various cultures and time periods through research and comparative analysis while moving through our fiction units, and will switch to a focus on nonfiction text, current media, and college preparatory writing for the second half of the semester. Students will continue to use our self-paced vocabulary platform, Membean, while also learning about Greek roots as a word decoding strategy. Students will also complete a Legacy Speech as a capstone project for the course.

## AP LANGUAGE AND COMPOSITION



1.0 Credit

AP English Language and Composition is a college-level reading and writing course that engages students in becoming skilled readers of prose written in a variety of rhetorical contexts, and in becoming skilled writers who compose for a variety of purposes. The emphasis on reading and writing will cause students to become aware of the interactions among a writer, his/her purpose, the subject, and audience expectations. Students will also gain an understanding of the way genre conventions, writing style, and the resources of language contribute to effectiveness and style in writing.

## CREATIVE WRITING I

1.0 Credit

This elective class is designed for anyone who loves to read and write. In this class, students will learn to identify and use elements that characterize good writing and storytelling. You will write narratives, news articles, poetry, and pieces within several fiction subgenres (fairy tales, gothic fiction, dystopia, modern fiction, and more). You will also keep an online blog as well as a daily writing journal. *This is a writing intensive course!* That means that you can expect to write 1-2 pages PER DAY at a minimum.

## CREATIVE WRITING II

1.0 Credit

This elective class is designed for any student who completed Creative Writing 1 and wants to delve deeper into their creative ability while taking on a leadership role. Students in this class will continue to improve writing skills while exploring new genres and techniques. They will have the opportunity to assume leadership positions as peer mentors (mentors are required to check in weekly with Creative Writing 1 mentees). Creative Writing 2 students will work on peer editing, modeling of genre/structure, and keeping a portfolio of work, including a self-analysis of writing, blog posts, and mentorship. Additionally, when working on the literary magazine, Creative Writing 2 students will take on active leadership roles and will be responsible for managing and editing. Just like Creative Writing 1, this is a *writing intensive course!* That means that you can expect to write 1-2 pages PER DAY at a minimum.

## SPEECH & DRAMA

1.0 Credit

This elective is meant for those who want to sharpen their overall communication and performance skills. Speech & Drama is heavily rooted in class participation and learning how to put yourself out there. The course begins with an overview of speaking, communication styles and techniques, and just overall getting comfortable with speaking with and in front of others. Speeches, presentations and debates will be used to help with public speaking skills. The second part of the course is focused on theater, including a history and analysis of plays, stage terminology and acting techniques. This part of the course culminates with the full process of casting, preparing, and performing a one-act play.

## YEARBOOK AND MEDIA JOURNALISM I

1.0 Credit

*Yearbook and Media Journalism* is designed to offer students (grades 9-11) an experience in photography, graphic design, journalism, technology integration, and business management. Students will explore the art of storytelling without words through photography and photojournalism. Likewise, students will uncover the elements of journalistic writing by developing an understanding of reporting, writing, editing, publishing, and promoting news while publishing the APALACO yearbook. While developing as leaders in a global community, students will embrace the challenge of learning more about the use of 21st century technology and tools with publication. Lastly, students will manage communication and networking, timelines and deadlines, advertisements and budgets, and continue to strive to become forward-thinkers with problem solving. Level I staff members should plan to attend an extracurricular event for photography coverage each month, as well as contribute to business incentives each marking period. Staff members should budget approximately two additional hours of work time outside the typical school day each marking period.

## YEARBOOK AND MEDIA JOURNALISM II

1.0 Credit

Yearbook & Media Journalism II is designed as a year-long course to offer students (primarily grade 10 and 11) an experience in photography, journalism, technology integration, and business management. The design and publication of the APALACO yearbook is the primary responsibility for level II students. Students will uncover the elements of journalistic writing by offering readers a look into the greater-Williamsport area through the inclusion of feature articles, and writing yearbook copy articles for assigned sections. While developing as leaders in a global community, students will embrace the challenge of learning more about the use of 21st century technology and publication tools. Lastly, students will manage communication and networking, timelines and deadlines, advertisements and budgets, and continue to strive to become forward-thinkers with problem solving. Level II staff members have the opportunity to assume leadership positions as section editors. Responsibilities also include: covering school events, completing business incentives, and keeping a portfolio of his/her work, including a self-analysis of writing, design, and involvement. Students are responsible for assuring fact/source credibility, peer-editing and motivating/managing section staff to meet deadlines.

## YEARBOOK AND MEDIA JOURNALISM III/IV

1.0 Credit

Yearbook & Media Journalism III/IV are designed as a year-long course to offer students (primarily grade 12) an experience in photography, journalism, technology integration, and business management. Level III/IV staff members will assume the role of team leader and/or section editor. The layout and design of the APALACO yearbook is the primary responsibility for editors. It is the responsibility of level III students to initiate communication and networking, set staff timelines and deadlines, implement advertisements and budgets, and mentor other staff members with task completion and problem solving. Responsibilities also include: covering school events, attending editor meetings, planning weekly for staff responsibilities, and keeping a portfolio of his/her work and progress. Level III/IV leaders and editors will also take on the responsibility of planning and facilitating the summer journalism workshop.

***NOTE: Yearbook & Media I, II, III & IV sections all meet during the same period in the same classroom.***

## MATHEMATICS

Four credits in Mathematics are required for graduation including completion of Algebra and 1 credit in Geometry.

Course title	Weight	Open to Grades	Prerequisites	Credit
Algebra IA	1.0	9	Successful completion of Math 8	1
Algebra IB	1.0	9	Successful completion of Algebra 1A	1
Geometry	1.0	9-10	Successful completion of Algebra IB or Keystone Algebra 8	1
Honors Geometry	1.04	9-10	Successful completion of Keystone Algebra 8 with a grade of 80% or better	1
Integrated Math	1.0	10-12	Successful completion of Algebra IB OR Keystone Algebra 8 AND Successful completion of Geometry OR Honors Geometry	1
Statistics	1.0	11-12	Successful completion of Algebra IB OR Keystone Algebra 8 AND successful completion of Geometry OR Honors Geometry	1
Algebra II	1.0	10-12	Successful completion of Algebra IB OR Keystone Algebra 8 AND	1

			Successful completion of Geometry OR Honors Geometry Proficient or Advanced on the Algebra I Keystone Exam OR Successful completion of Math Analysis and/or Integrated Math	
Honors Algebra II	1.04	10-12	Successful completion of Algebra IB with a 90% or better OR Keystone Algebra 8 with an 80% or better AND Successful completion of Geometry with a 90% or better OR Honors Geometry with an 80% or better and Proficient or Advanced on the Algebra I Keystone Exam	1
Advanced Trigonometry	1.06	10-12	Successful completion of Algebra II with a 90% or better OR Honors Algebra II with an 80% or better	1
Academic Trigonometry	1.0	10-12	Successful completion of Algebra II with an 80% or better OR successful completion of Honors Algebra II	1
Honors Calculus	1.04	11-12	Successful completion of Advanced Trigonometry with an 80% or better OR, with teacher recommendation.	1
AP Calculus AB	1.08	11-12	Successful completion of Honors Calculus with a 90% or better	1
AP Calculus BC	1.08	11-12	Successful completion of AP Calculus AB with 80% or better	1

## ALGEBRA 1A

1.0 Credit

Algebra 1A continues the algebraic concepts learned in 8th grade mathematics. Topics include solving linear equations and inequalities, graphing linear equations and inequalities, functions and their absolute value equations and inequalities, systems of equations and inequalities, exponents, polynomials, applications, and reasoning.

## ALGEBRA 1B



1.0 Credit

Algebra 1B reviews and extends the concepts of Algebra 1A. The concept of the real number system is extended through rational, irrational, real numbers, and complex numbers. Students continue to learn the techniques and applications (models) of a variety of topics including factoring, simplifying radicals and rational expressions, solving rational equations, systems of equations and inequalities including linear programming, a review and extension of probability and statistics, and arithmetic and geometric sequences and series, and basic quadratic equations.

## GEOMETRY



1.0 Credit

The principal aim in the study of Geometry is to develop and apply the properties of points, lines, and planes and the figures they form, properties of circles, and right triangle trigonometry. The relationships of triangles, quadrilaterals, and other polygons are extended to applications of area and volume. Inductive and deductive reasoning is stressed throughout the course.

## HONORS GEOMETRY



1.0 Credit



This honors level course will provide a faster-paced, deeper study of the same content offered in Geometry including developing and applying the properties of points, lines, and planes and the figures they form. The relationships of triangles, quadrilaterals, and other polygons are extended to applications of area and volume. Inductive and deductive reasoning are stressed throughout the course. This honors level course will also provide more rigorous applications of Geometry to increase thinking skills and problem-solving skills.

## **INTEGRATED MATH**

1.0 Credit

Integrated Mathematics is provided to engage students in the process of understanding Algebraic and Trigonometric concepts in both simple and advanced real-world context. At the end of this course, students will have the skills and abilities necessary for success in future math courses, standardized tests, and college placement exams.

## **STATISTICS**

1.0 Credit

Statistics is designed to help students who anticipate entering professions such as engineering, education, psychology, social work, or business administration. Topics include measures of central tendency, measures of variability, hypothesis testing, and probability. The emphasis in each of these areas is upon giving the student enriching experiences in analysis and interpretation of data. This course has a strong emphasis on the use of technology, hands-on activities, case studies, and using real data in applications. There will be formal assessments in every unit.

## **ALGEBRA II**

1.0 Credit

Algebra II is a mathematics class for students who have successfully taken either Algebra IB or Keystone Algebra 8 and either Geometry or Honors Geometry. Emphasis is placed on strengthening and extending the skills learned in previous mathematics courses. Topics covered will include:  $\pm$  factoring, exponents, radicals and radical equations, complex numbers, quadratic equations, rational exponents, polynomial identities and equations of higher order, rational expressions and equations, solving and graphing equations and inequalities of various types, polynomials, transformations across function types, and applications. Graphing calculators will be used extensively, and therefore it is strongly recommended that each student have a TI-84+ calculator for this course.

## **HONORS ALGEBRA II**

1.0 Credit

Honors Algebra IB is an honors level mathematics class for students who have successfully taken either Algebra IB or Keystone Algebra 8 and either Geometry or Honors Geometry. Emphasis is placed on strengthening and extending the skills learned in these previous courses. Topics covered include: factoring, exponents, radicals and radical equations, complex numbers, quadratic equations, rational exponents, polynomial identities and equations of higher order, rational expressions and equations, solving and graphing equations and inequalities of various types, polynomials, exponential, transformations across function types, probability and applications. Due to the honors level, students should expect a faster-paced environment with more rigorous problem-solving, discussions for deeper understanding of the concepts listed above, and extended applications. Graphing calculators will be used extensively, and therefore it is strongly recommended that each student have a TI-84+ calculator for this course.

## **ACADEMIC TRIGONOMETRY**

1.0 Credit

Trigonometry is the study of triangles and the functions formed by the ratio of a right triangle embedded in a circle of radius one. Topics covered include a basic introduction to trigonometric functions, identities, laws, and properties. There is also a focus in analyzing the graphs of the trigonometric functions and the various applications of these functions. This course has a strong emphasis on the use of technology with the learning of mathematics. This course is recommended for all college-bound students and is required for Precalculus and Honors Calculus.

### **ADVANCED TRIGONOMETRY**



1.0 Credit

This advanced level course will provide a faster-paced, more rigorous course-work, and deeper study of the same content offered in the Academic Trigonometry course including the study of triangles and the functions formed by the ratio of a right triangle embedded in a circle of radius one. Topics covered in this course include trigonometric functions, identities, and applications of trigonometric functions, exponential functions, logarithmic functions, and conic sections. This course has a strong emphasis on the use of technology with the learning of mathematics. This course is recommended for all college-bound students and is required for Precalculus and Honors Calculus. *(also a Keystone College DE course - Math 1135: Trigonometry - 3 college credits)*

### **HONORS CALCULUS**



1.0 Credit

Honors Calculus is an introductory course in differential and integral calculus of algebraic and trigonometric functions. Essential topics of analytic geometry are studied as are the many applications of calculus. Students completing this course would have a good foundation for progressing into AP Calculus AB, but would need further study to be successful at the exam.

### **AP CALCULUS AB**



1.0 Credit

AP Calculus is designed to prepare students to take the college placement test offered by the College Entrance Examination Board. It extends the material covered in Honors Calculus to include the topics of the AP Calculus AB Syllabus. Students completing this course will be prepared to take the AP Exam in Calculus AB to obtain college credit. It is expected that students taking this course will take the AP Calculus AB exam at the end of the course. *(also a Keystone College DE course - Math 2150: Calculus I - 4 credits)*

### **AP CALCULUS BC**



1.0 Credit

AP Calculus BC is designed to prepare students to take the college placement test offered by the College Entrance Examination Board. It extends the material covered in AP Calculus AB to include the topics of the AP Calculus BC Syllabus.

Because of the intellectual challenges associated with the mastery of so much material and with the creative application of new ideas, students should be prepared to handle a rigorous course at a college-level. The course philosophy requires students to represent and connect calculus concepts in graphical, numerical, analytical, and verbal ways. While limits, derivatives, integrals, sequences, and series are studied individually, connections between all of them are constantly emphasized and each are used as tools to further study the others. The following types of equations are studied: polynomials, rationals, radicals, trigonometric, transcendental, parametric, polar, and vector. Applications include: tangent lines, differentials, optimization, related rates, area, volume, surface area, arc length, exponential decay, and rotational systems. A very quick pace is required in order to complete the syllabus outlined by the College Board.



Students completing this course will be prepared to take the AP Exam in Calculus BC to obtain college credit. It is expected that students taking this course will take the AP Calculus BC exam at the end of the course. *(also a Keystone College DE course - Math 2155: Calculus II - 4 credits)*

## MUSIC

All students may elect any course for which they are qualified. A student may enroll for both Symphonic Band and Lancer Choir. Students with a combination of band and choir will attend band and choir rehearsal on alternating days and will receive one (1) credit for the combined courses.

Course title	Weight	Open to Grades	Prerequisites	Credit
Symphonic Band	1.0	9-12	Proficiency on an Instrument (Director Approval if not in MS Band)	1
Concert Choir	1.0	9-12	None	1
Guitar	1.0	9-12	None	1
Music for the Masses	1.0	9-12	None	1
Modern Band	1.0	9-12	None but a background in vocals, guitar, piano, and or drumming preferred	1
Jazz Band	1.0	9-12	Currently enrolled in Symphonic Band and successful proficiency audition. Students will also be enrolled in Music Theory.	0.5
Master Singers	1.0	9-12	Current enrollment in Concert Choir and successful proficiency audition. Students will be required to also enroll in Music Theory.	0.5
Music Theory	1.0	9-12	None, but this course will be scheduled concurrently with Jazz Band and Master Singers.	0.5

### SYMPHONIC BAND

1.0 Credit

Symphonic Band is open to all students who play or are interested in learning a band instrument. Students are expected to have reached at least an intermediate level of performance on a band instrument and must possess minimum music reading skills commensurate with the level of music studied in ensemble settings. Students enrolled in Symphonic Band do so with the understanding that a portion of the grade for the course is derived from participation in performances which may take place outside of the school day. Students are also expected to make a positive contribution to rehearsals and attend regular lessons scheduled during the day. In addition to playing techniques and musical rudiments, the course covers a vast range of styles and genres, ranging from pop and rock transcriptions to the more serious and advanced music representing the core of the wind band literature. Additional units of study will include: individual and ensemble performance skills, music theory, music history, conducting, performance on secondary instruments, history of wind music, and instrumental repertoire.

### JAZZ BAND

0.5 credit

Jazz Band emphasizes instruction in advanced techniques of jazz instrument playing. These include skills in tone, intonation, rhythm, tempo, dynamics, articulation, harmony, phrasing, style, and improvisation that is unique to the genre. The grade for this course is weighted when figured into class rank and GPA. Students must take a proficiency audition prior to enrolling for the course. Students enrolled in Jazz Band **must** also be simultaneously

enrolled in Symphonic Band\* (*an exception for piano/guitar can be made at the director's discretion based on audition*). The course will explore jazz literature and performance practices from various historical/cultural sources as well as provide many opportunities for music appreciation and knowledge of college/career opportunities. Through ensemble rehearsal, individual practice, and a variety of performance opportunities, the student will gain an understanding and appreciation for this great art form. Emphasis will be placed on improvisational skills, a sense of personal accountability, and musicianship as well as performance techniques. You may **NOT** enroll in Master Singers if you are enrolled in this course. **All students in this course will also be enrolled in music theory (see course description below).**

## CONCERT CHOIR

1.0 Credit

Lancer Choir represents the culmination of the Loyalsock Township choral experience. Available to all grade levels, students will build and develop their musicianship skills, including sight-singing, vocal technique, and knowledge of style and historical periods in music. The Lancer Choir repertoire spans the gamut from Renaissance motets and madrigals, to musical theater and pop. Performances include the annual Holiday Concert, Spring concerts, and the bi-annual All-District Concert at the Community Arts Center. In the past, the Lancer Choir has been involved with performances with the Lycoming College choir and other adult performing groups. Students in choir have many performance and enrichment opportunities, including performances in the community and a trip to see a Broadway show in the spring. Students involved with Lancer Choir have the opportunity to audition for Master Singers, which is the advanced choir.

## MASTER SINGERS

0.5 Credit

This course provides a challenge for students who show advanced levels of skill development and vocal maturity, and who plan on continuing their musical activities at the college/conservatory level. In rehearsals, students work on the skills of blend, balance, tone quality, intonation, and proper interpretation while preparing for four major concerts yearly. Master Singers will receive an enriched curriculum that will address individual musical skills. In addition, students are eligible to audition for the PMEA festival system, which includes district, regional, state, and all-eastern choirs. You may **NOT** enroll in Jazz Band if you are enrolled in this course. **All students in this course will also be enrolled in music theory (see course description below).**

## MUSIC THEORY

0.5 Credit

This full-year high school music theory course covers essential topics such as reading and writing musical notation, understanding rhythms and time signatures, and identifying scales and key signatures. Students will learn about intervals, chords, and chord progressions, and how to harmonize melodies. The course also includes ear training and exercises to develop aural skills and analyze musical form and structure. This course is offered to enhance the students' skills to apply to their music elective courses. **This course will be scheduled concurrently with Jazz Band or Master Singers.**

## MUSIC FOR THE MASSES

1.0 Credit

Music is an important part of human existence; it tells a story, captures emotions, provides us with an escape, and often provides us the inspiration for our greatest triumphs and consolation for our humblest of defeats. For students with little or no training in music, this course will approach music from a variety of examples in which music is integral in every-day life and used strategically in the world we live in, including business/marketing, athletics, drama and dance, and media/TV, among many more examples. This course explores, in a nontechnical way, the basic elements of music and discusses the various cultural contexts in which music is found and how these affect the nature of the music and the listener's perception. It will provide students with a foundation for intelligent and appreciative listening and discussion of music through an understanding of the ways in which music is put together and the characteristics of various musical styles of non-classical music. Students will explore the relationships between music and other facets of society and culture (government, sport, film, fashion, dance, etc)

while considering how the music we experience helps to define us as individuals and as a society. Upon the completion of this course, students will be able to thoughtfully analyze and discuss how music shapes their individual cultural identity and the profound impact of music in our society.

### **GUITAR - (not offered in 2025-2026)**

1.0 Credit

Get out your “ax” and come on tour! Regardless of your playing level, there is a place for you in Guitar. This course will explore the many different directions with one of the most versatile instruments. Included in this course will be song performance, chords (rock and jazz), Tablature, finger picking, scales for soloing and improvisation, small ensembles and rock/familiar chord progressions. Sign up and crank it to eleven!

### **MODERN BAND**

1.0 Credit

Modern Band is open to all students in grades 9-12 who are interested in a non-traditional band experience. Students who take the modern band course will learn the basics of rock band instruments such as drums, bass, guitar, keyboard, as well as new instruments and programs which fall under music technology and production. The course gives students the opportunity and resources to explore a wide variety of popular musical styles in an authentic, real-world learning environment. The materials used for study are chosen from a large variety of levels of complexity and accepted methods for instruction on the instrument. Popular music of different time periods and cultures will be used as a vehicle to inspire the direction of various lessons and projects. There will be performance opportunities for modern band students throughout the duration of the class and consist of cover songs as well as originals written in class.

## **PHYSICAL EDUCATION AND HEALTH**

Course title	Weight	Open to Grades	Prerequisites	Credit
Physical Education	1.0	9	None	0.5
Health	1.0	9	None	0.5
Foundations of Fitness	1.0	10-12	None	1
Competitive Team & Lifetime Sports	1.0	10-12	None	1
Net Sports	1.0	10-12	None	1

### **PHYSICAL EDUCATION AND HEALTH**

1.0 credit

The Physical Education course will focus on Team and Lifetime activities. The purpose of this course is to teach students the value of staying physically active and developing their athletic skills for present and future leisure pursuits. This class is structured so that the students will meet the PA State Standards for Physical Education through a variety of team and individual activities. Students will also be encouraged to maintain and improve their fitness levels. The Health course is designed to help students learn about their changing bodies, to help them sort out emotions and personal values, to aid them in maintaining optimum health as a lifelong process, and to show students how to take responsibility for making healthy decisions. Health is all about the student: topics include real-life situations for teens. The topics areas are based on teen pressures and teenage risk behaviors:

- Mental Health: dealing with stress, depression, suicide; having empathy for others; violence prevention; positive self-esteem; handling peer pressures; making decisions; anger management; communication skills; dealing with bullies; and more.
- Sexuality: understanding reproductive anatomy and related issues; preventing sexually transmitted infections (diseases) and pregnancy; benefits of abstinence; recognizing healthy and unhealthy relationships; birth control.
- Smoking/ Alcohol/ Drugs: understanding the dangers of substance use and helping them know how to be above the influence to use.
- Nutrition: balanced eating; understanding nutrients; reading food labels; the importance of exercise; the dangers of many diets and eating disorders.

### **COMPETITIVE TEAM AND LIFETIME SPORTS** (Open to Grades 10 -12)

1.0 credit

This PE elective occurs in a block for the semester and will focus on Team and Individual Lifetime activities for those students who are interested in participating in a competitive environment. The purpose of this course is to teach students the value of staying physically active and developing their athletic skills for present and future leisure pursuits. The elective is open to any 10th-12th grade student who enjoys participating in team activities. This elective will provide opportunities to achieve skills, knowledge, and attitudes that will allow the individual to attain an optimal quality of life and well-being.

Only students that are interested in being competitive in a co-ed setting in both team and lifetime activities should take this course.

### **NET SPORTS** (Open to Grades 10-12) **(New Course for 2025-2026)**

1.0 credit

Net sports are a course designed for students interested in tennis, table tennis, pickleball, badminton, handball and volleyball. This course may refer to any of several sports where a net is a standard part of the game and usually separates opponents from one side of the court to the other. The focus of this class is to enhance skill and knowledge necessary to play and enjoy a variety of these lifelong sports.

The objectives of this class include:

- Apply skill related principles to enhance hand-eye coordination and contribute to lifelong fitness goals.
- Create positive social interaction while integrating agility, coordination, skill development, competition and sportsmanship.
- Combine knowledge of basic skills and strategies to participate successfully in the various net sports offered.
- Students will be able to explain the rules, guidelines and cognitive skills necessary for participation

### **FOUNDATIONS OF FITNESS** (Open to Grades 10-12) **(New Course for 2025-2026)**

1.0 Credit

This course is designed for motivated students/athletes interested in weight/resistance training and overall athletic performance. The goal is to safely educate, inform, and assist in the growth and development of weight-training skills while improving all 5 of the components of health-related fitness (muscular strength, muscular endurance, cardiorespiratory endurance, flexibility, and body composition). Performance and fitness will be benchmarked and measured throughout the semester, aiming to allow students to reach their goals. Classes will be held in both the classroom and the weight room. It is IMPERATIVE that students who sign up for this elective are willing to train each day of the course (athletic events will not exempt you from class participation).

<b>SCIENCE</b>
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Course title	Weight	Open to Grades	Prerequisites	Credit
Earth & Environment	1.0	9	None	1
Honors Earth & Environment	1.04	9	90% or better in 8 <sup>th</sup> Grade Science class	1
Biology	1.0	10	Successful completion of Earth & Environment	1
Honors Biology	1.04	10	90% or better in Earth & Environment 85% or better in Honors Earth & Environment	1
Chemistry	1.0	11-12	Successful completion of Biology Successful completion of at least Algebra 1	1
Honors Chemistry	1.04	11-12	Successful completion of Algebra II or taking Algebra II concurrently 90% or better in Biology or 85% or better in Honors Biology Proficient or better on the Biology and Algebra I Keystone Exams <i>recommended</i>	1
AP Chemistry	1.08	11-12	Successful completion of Honors Chemistry with a grade of 85% or better Successful completion of Algebra II or higher Advanced on the Biology and Algebra I Keystone Exams <i>recommended</i>	1
Physics	1.0	11-12	Completion or are concurrently enrolled in Integrated Math or higher. Proficient or better on the Biology and Algebra I Keystone Exams <i>recommended</i>	1
Honors Physics	1.04	11-12	Successful completion of Algebra II 90% or better in Chemistry or 80% or better in Honors Chemistry Strongly recommended that students are concurrently enrolled in Academic Trigonometry or higher Proficient or better on the Biology and Algebra I Keystone Exams <i>recommended</i>	1
AP Physics	1.08	11-12	Successful completion of Honors Physics with a grade of 85% or better Successful completion of Trigonometry or Advanced Trigonometry Successful completion of Honors Calculus with grade of 85% or better	1
Integrated Physical Science	1.0	11-12	Successful completion of Earth & Environment and Biology <i>Intended for those students pursuing a technical/vocational pathway.</i>	1
Honors Human Anatomy & Physiology	1.04	11-12	Successful completion of Biology with at 80% or better	1
Forensic Science	1.0	10-12	Successful completion of Earth & Environment Successful completion of Biology or Honors Biology OR concurrently enrolled in Honors Biology	1

## EARTH AND THE ENVIRONMENT



1.0 Credit

This course is designed to give students a sound foundation in Earth systems and environmental science. Students will use a variety of resources including lab investigations, computer models, computer applications, research projects, and field studies to enhance their environmental awareness and scientific understanding of the Earth and environment. Topics to be investigated include ecology, evolution, the natural forces that affect the earth, hydrology ecosystems, population dynamics, sustainability, and alternative energy resources.

## HONORS EARTH AND THE ENVIRONMENT



1.0 Credit

In this class, introductory principles of Earth systems and environmental science, including plate tectonics, energy, biogeochemical cycles, the atmosphere, weather, climate, evolution, ecology and Pennsylvania topography. Students enrolled in this course analyze and describe Earth's interconnected systems and how they are changing due to natural processes and human influence. Students will evaluate evidence from experiments and technology used by scientists to understand the nature of the Earth and the human impact on the environment. Students will also explore and evaluate sustainability concerns, including alternatives to the existing environmental conditions in terms of scientific or technological feasibility, cost, the effect on the economy, and the quality of life in the community.

## BIOLOGY



1.0 Credit

Biology is designed to teach students the unifying principles that consume the study of life. The subject matter focuses on common life processes. The course traces biological organization from the cellular level to the entire organism. The course gives students a solid understanding of the common themes associated with the many fields within the biological sciences. Students will use a variety of resources including laboratory investigations, computer applications, and research projects to enhance their understanding of biology. All nine benchmark topics will be covered and reviewed in preparation for the Biology Keystone, which will occur at the end of the semester.

## HONORS BIOLOGY



1.0 Credit

Honors Biology is designed to teach students the unifying principles that consume the study of life **at a deeper level and faster pace than Biology**. The subject matter focuses on common life processes. The course traces biological organization from the cellular level to the entire organism. **Students will be asked to analyze and synthesize with critical thinking skills.** All nine benchmark topics will be covered and reviewed in preparation for the Biology Keystone, which will occur at the end of the semester. **Laboratory investigations will include formal lab reports in addition to the core labs that will be run throughout the semester.**

## INTEGRATED PHYSICAL SCIENCE



1.0 Credit

**This course is intended for those students pursuing a technical/vocational pathway.**

Physical Science is a course that explores the relationship between matter, energy, and motion. The student will investigate the following: force and motion, structure and properties of matter, interactions of matter and energy. It is the expectation that students will experience the content of Physical Science through inquiry learning. Hands-on laboratory investigations, individual studies, and group activities will be emphasized throughout the learning experience. Using available technology, students will investigate forces and motion, the chemical and physical properties of matter, the ways in which matter and energy interact within the natural world and the forms and properties of energy. Conservation of matter and energy is an underlying theme throughout the entire course. Physical Science will provide the knowledge, prerequisite skills, and habits of mind needed for problem solving and

ethical decision-making about matters of scientific and technological concern. Students planning collegiate studies after graduation should plan to enroll in Chemistry/Physics.

## CHEMISTRY

1.0 Credit

**This course is intended for those students NOT planning to continue their education in a science-related field.**

Chemistry is often referred to as the 'central science', because to understand the living and material world a person must have a basic understanding of chemical principles. This course will expose all students to the basics of measurement, composition and structure of matter, as well as the changes that matter undergoes. Through the study of how and why these changes occur, students will be able to describe a predicted outcome and understand the application of this knowledge to the real world. Hands-on laboratory activities will be performed to reinforce the content being presented in the course. Safety, ability to follow directions and work independently, as well as proper recording of data will be stressed. Students will be exposed to basic problem solving and math skills that are required for the handling, application, and display of data. Students should successfully complete a first-year algebra course prior to taking any Chemistry course.

## HONORS CHEMISTRY

1.0 Credit

**This course is intended for students who are college bound with plans to major in a science related field and/or prepare for the AP Chemistry course.**

Chemistry is often referred to as the 'central science', because to understand the living and material world a person must have a basic understanding of chemical principles. This course will expose students to the basics of measurement, composition and structure of matter, as well as the changes that matter undergoes. Through the study of how and why these changes occur, students will be able to qualitatively and quantitatively predict outcomes and understand the application of this knowledge to the real world. Laboratory activities will be done to reinforce understanding and to test predictions. There will be an emphasis on the collection and recording of data, mathematical manipulation of data to evaluate the results of experiments, and the reporting of these results in a scientific context. Experimental design, multi-step problem solving, and the use of mathematical models in understanding and predicting observed results will be stressed throughout the semester.

## AP CHEMISTRY

1.0 Credit

**The AP Chemistry course is designed to be the equivalent of the general chemistry course usually taken during the first college year.**

For some students, this course enables them to undertake, as freshmen, second-year work in the chemistry sequence at their institution or to register in courses in other fields where general chemistry is a prerequisite. For other students, the AP Chemistry course fulfills the laboratory science requirement and frees time for other courses. AP Chemistry should meet the objectives of a good general chemistry course. Students in such a course should attain a depth of understanding of fundamentals and a reasonable competence in dealing with chemical problems. The course should contribute to the development of the students' abilities to think clearly and to express their ideas, orally and in writing, with clarity and logic. (also a Keystone College DE course - Chem 1120: General Chemistry I - 4 credits)

Time Allocations: At least five hours a week in unsupervised individual study.

## PHYSICS

1.0 Credit

**This academic level course is intended for those students NOT planning to continue their education in a science-related field.**



Physics is the study of the physical phenomena that we encounter in our daily lives. It will attempt to explain the puzzling nature of such things as automobile crashes, projectiles moving through the air, and how fundamental quantities like momentum and energy get transferred. Students work with the instructor to learn Physics through a method of engagement, exploration, and explanation. The course is intended to fulfill a physical science prerequisite for those students preparing for a technical school education or for those students who wish an elementary knowledge of physics. Mathematics will be limited to the use of arithmetic, algebra, and graphs. An emphasis will be placed on verbal and written explanations of physical events. Laboratory activities will be prevalent. Students wishing for a more in-depth study of mechanics and other physical principles, in preparation for future scientific study (including any medical, dental, engineering, chemical, biological, environmental, or physiological field), should choose Honors Physics.

## HONORS PHYSICS

1.0 Credit

**This course is intended for academic students who are college-bound with interest or plans to major in a science related field and/or prepare for the AP Physics course.**

Honors Physics is the study of the physical phenomena that we encounter in our daily lives. Honors Physics is a “mathematical science” that gives students an opportunity to use many of the mathematical concepts that they have acquired over their years of education. Physics is a fascinating study of the characteristics of matter and energy and their relationship to each other. It emphasizes the application of mathematics as a tool to model the physical universe that surrounds us. The course will focus on Mechanics (as opposed to Electricity and Magnetism) and includes the traditional study of Newtonian mechanics, linear and multi-dimensional kinematics, and periodic motion. The concepts are presented at a level that requires an understanding of algebra, plane geometry, graphing techniques and basic right-triangle trigonometry. Students work in teams and with the instructor to learn Physics through a method of engagement and exploration. This course is intended for students interested in math or science or planning to pursue any science- or math-related field at the collegiate level.

## AP PHYSICS

1.0 Credit

**The AP Physics course is designed to be the equivalent of the Mechanical Physics course usually taken during the first college year.**

AP Physics is intended for those students with interest in high-level scientific study, or who plan to major in the physical sciences, mathematics, engineering, or medical field and who plan on taking the AP Physics C – Mechanics Exam. AP Physics is a continuation of the Honors Physics course with specific emphasis on integration of the calculus underpinnings of the field. This class is intended to be representative of a common college- or university-level Physics class including mechanics and dynamics (as opposed to electricity and magnetism). The main emphasis of AP Physics at LTHS is to develop the students’ abilities to read, understand, and interpret physical information in a verbal, mathematical, and graphical context. Additionally, students will be expected to describe and explain the sequence of steps in the analysis of a particular physical phenomenon or problem. Students will need to use significant mathematical reasoning including arithmetic, algebraic, geometric, trigonometric, and calculus principles. Students will be prepared for the Advanced Placement Level C-Mechanics Examination. *(also a Keystone College DE course - Phys 2110: General Physics I - 4 Credits)*

## HONORS HUMAN ANATOMY & PHYSIOLOGY

1.0 Credit

Honors Human Anatomy and Physiology is an elective course in science that studies body structures, functions, pathologies, and homeostasis. Knowledge from such a study makes it possible to predict how a cell, organ, or organ system will respond to various stimuli, and how this response affects the whole person. These studies are essential for anyone who plans to pursue a career in the health sciences, psychology, or physical education. In addition, the student's ability to evaluate her/his own physiological activities, understand recommended treatments, critically evaluate advertisements and reports in popular literature, and interact with health professionals is improved with



this background. The student can expect to study the major body systems with emphasis on cytology, system dissections, nutrition, and genetics. **Dissection** will be a **mandatory** part of this course.

## FORENSIC SCIENCE

1.0 credit

This hands-on, investigative course introduces students to the scientific principles and techniques used to solve real-world crimes. Through a combination of lectures, lab experiments, and case studies, students will explore key areas of forensic science, including crime scene investigation, fingerprint analysis, DNA profiling, toxicology, ballistics, and trace evidence. Emphasis will be placed on critical thinking, attention to detail, and teamwork as students analyze evidence, gather data, and draw conclusions. By the end of the course, students will gain an understanding of the role forensic science plays in the criminal justice system, as well as the ethical and legal issues associated with forensic investigations.

## SOCIAL STUDIES

Students are required to earn four (4) credits within the Social Studies department before graduation. Each student will need to pass the three (3) core courses plus one (1) elective. See below for the department sequence and electives list.

Core (Required) Courses				
Course Titles	Weight	Grades	Prerequisites	Credit
Modern American History	1.0	9	None	1
World History/AP World History	1.0/1.08	10	Modern American History	1
Civics	1.0	11	Modern American History, World History	1
4th Requirement Options/Electives Choices				
Course Titles	Weight	Grades	Prerequisites	Credit
Introduction to Social Sciences	1.0	9-12	None	1
Military History (not offered in 2025-2026)	1.0	9-12	None	1
American Pop Culture	1.0	9-12	None	1
Perspectives	1.0	9-12	None	1
World Cultures (not offered in 2025-2026)	1.0	9-12	None	1
Honors Sociology	1.04	10-12	Successful completion of Intro to Social Sciences with a 85% or higher or teacher approval	1
AP World	1.08	11-12	90% in Modern American History	1
S.T.A.R. Leadership	1.0	9-12	None	1

## MODERN AMERICAN HISTORY (9th Grade Requirement)



1.0 Credit

Modern American History will look at how the United States transformed into a global superpower. The course will begin with the Spanish-American War and continue through the end of the Cold War. Major course themes will include cooperation and competition amongst social groups, foreign and domestic policy, political changes, and geopolitics.

### WORLD HISTORY (10th Grade Requirement)



1.0 Credit

World History is designed to build on the freshmen Modern American History course. The course will begin with Absolutism in Europe and how the Enlightenment influenced political and religious movements around the world. There will also be a focus on how competition and cooperation amongst the world's nations helped to shape the world we live in today. The course will conclude with the end of the Cold War.

### AP WORLD HISTORY: MODERN - (New for 2025-2026)



1.0 Credit

AP World History: Modern is an introductory college-level modern world history course. Students cultivate their understanding of world history from c. 1200 CE to the present through analyzing historical sources and learning to make connections and craft historical arguments as they explore concepts like humans and the environment, cultural developments and interactions, governance, economic systems, social interactions and organization, and technology and innovation. May be used as an elective option or 4th Social Studies requirement option for 11th and 12th grades, assuming the student has earned their World History credit.

### CIVICS (11th Grade Requirement)



1.0 Credit

The course work of Civics is designed to introduce students to various aspects of American Citizenship. This class will address the foundations, philosophies, structure, and interplay between and amongst levels of government of the United States. Through the study of the Constitution, students will become familiar with the Legislative, Executive, and Judiciary process. Students will also become familiar with how governments serve their constituents, state and local concepts. A consideration of the complexities of municipal governments and their immediate problems may be addressed. This course will culminate in a commonwealth mandated assessment including a mix of traditional assessment and community service. Open to 11th and 12th grade students only. ***All students must demonstrate proficiency on a state-mandated Civics examination at the conclusion of the course.***

## 4th REQUIREMENT OPTIONS/ELECTIVE CHOICES

### INTRODUCTION TO SOCIAL SCIENCES



1.0 Credit

Throughout the survey course, students will examine distinct areas of three social sciences; these areas include Psychology, Sociology, Economics, and Philosophy. Students will learn, and apply, the basic principles and theories of each field of study. Collectively, the course content helps students to develop critical thinking skills and enhances one's understanding of the social sciences. Finally, the course acts as a prerequisite for both Honors Sociology and AP Psychology.

### MILITARY HISTORY (Not offered in 2025-2026)



1.0 Credit

U.S. Military History examines the study of the nine forms of offensive engagement within the modern United States military. Course topics include the study of various wars, leaders within wars, Sun Zi's "Art of War," and tactical analyses of battlefields from World War I to present day.

## **S.T.A.R. Leadership (New for 2025-2026)**

1.0 Credit

The S.T.A.R. Program formalizes a partnership between US Army recruiting units and their local high school and provides students instruction and leadership, citizenship, and character development. The program leverages the expertise and resources of local US Army Soldiers to help students develop skills that will enable and encourage them to take active roles in their own lives, within their own families, their school and community, with the ultimate goal of graduating high school and creating enriching postsecondary options. Additionally, students will study the nine forms of offensive engagement within the modern United States military. Course topics include the study of various wars, leaders within wars, Sun Zi's "Art of War," and tactical analyses of battlefields from World War I to present day.

## **AMERICAN POPULAR CULTURE**



1.0 Credit

Students will examine American History through the lens of American Popular Culture. The course will begin with a brief introduction to culture; then go decade-by-decade starting in the 1920s and ending in the early 2000s. Each unit will start with a brief historical overview of major domestic and world events that impacted American society. Students will explore American culture through movies, music, fashion, literature, trends, and other mediums.

## **WORLD CULTURES (not offered in 2025-2026)**



1.0 Credit

Students will study various cultures from around the world and how they interact with societies around them. Students will learn about cultural conflicts both past and present as well as how different cultures have learned to cooperate in the modern world. The class begins with learning about the five main world religions and the study of different cultural groups such as the Aboriginal culture in Australia and the Hindu culture in India. The second half of the course focuses on the history of genocide, specifically the study of the Armenian Genocide, the Holocaust, the Cambodian Genocide and some case studies of genocide today. Finally, the course ends with the study of current events as it relates to cultural conflict and cooperation, such as the war in Ukraine and the Israeli-Palestinian conflict.

## **PERSPECTIVES**



1.0 Credit

Students will be analyzing and evaluating primary source documents based on significant individuals, organizations, and events that explain the experiences of African Americans and Women throughout American history. The goal of this course is to allow students to deepen their historical understanding of the unique and inspiring perspectives of those who have fought for their rights and established the culture we embrace today in our society. Students will be working individually, in pairs, and with groups of three or more to create presentations and collaborative projects that demonstrate their understanding and interpretations of the studied material. The course will be split into two semesters: The first semester will cover African American History, starting with a brief introduction to African culture and its transition from Africa to the Americas, followed by life in America throughout the nineteenth, twentieth, and twenty-first centuries. The second semester will cover Women's history, starting with a brief introduction to the concept of feminism, and how women's studies are largely rooted in the feminist movement, followed by reviewing revolutionary women and events throughout the nineteenth, twentieth, and twenty-first centuries.

## **HONORS SOCIOLOGY**



1.0 Credit

This honors-level class is designed to introduce students to the theories, principles, and concepts in Sociology. We will focus on the systematic understanding of social interaction, social organization, social institutions, and social change. The study includes society's impact on human behavior and consciousness as well as how individuals and groups affect cultures and their social structures. Understanding sociology helps discover and explain social patterns and see how such patterns change over time and in different settings. As an Honors course, there is particular emphasis on the interpretation of texts, writing, class discussion, and research.

## TECHNOLOGY EDUCATION

Course title	Weight	Open to Grades	Prerequisites	Credit
Pre Engineering & CAD*	1.0	9-12	None	1
Graphic Design*	1.0	9-12	None	1
Multimedia I *	1.0	9-12	None	1
Multimedia II	1.0	10-12	Successful completion of Multimedia I with a grade of 80% or better	1
Honors Architectural/Civil Engineering	1.04	9-12	Successful completion of Pre Engineering & CAD	1
Honors Engineering	1.04	9-12	Successful completion of Pre Engineering & CAD	1
Manufacturing/Woodworking*	1.0	9-12	None	1
Manufacturing Design Production*	1.0	9-12	None	1

### \* TECHNOLOGY REQUIREMENT OPTION

#### GRAPHIC DESIGN

1.0 Credit

This course centers on computer generated graphics and gives the student the opportunity to learn industry-standard software programs. Design, problem solving, and creativity are concepts that students will learn through instruction and hands-on design problems. Students planning careers in desktop publishing, web design, advertising art, and graphic design should take this course.

#### MULTIMEDIA I

1.0 Credit

Students will be introduced to professional production techniques and equipment used within the communications industry. Students learn how to utilize HD video cameras, professional editing software, and hardware. Another large part of this class focus will be film analysis. Students will learn the industry techniques used to create multimedia video. Students will have the opportunity to create commercials, documentaries, short films, and other projects related to the Communications industry. Students looking to seek careers in Business Marketing, Film, Communications, Journalism, or any related career would greatly benefit from this class.

#### MULTIMEDIA II

1.0 Credit

This semester course will have students continue to independently study the electronic media of television communication concentrating on producing shows. Students will be introduced to the use of audio and video mixers and other equipment used in the studio and control room. Students will complete a variety of video assignments including assisting in documentaries for the Loyalsock Township School District. Each student will be expected to produce a one half hour show that could be featured on an internet show and/or a local cable network. Students will also be encouraged to produce segments for entry in various contests for scholarship opportunities. Each student will be expected to produce a minimum of six final edited projects that total a minimum of 45 minutes. The final project assignment will be to produce a custom DVD Portfolio which includes a compilation of all work throughout the year. Students will be utilizing professional software such as Adobe After Effects and Adobe Premiere Pro. Students will learn advanced editing techniques such as: Cropping, Motion tweens, Chroma Key, lighting techniques, Computer Animation, and Key framing.

## **PRE-ENGINEERING & CAD**

1.0 Credit

Pre-Engineering & CAD is designed to introduce and learn the basic concepts of electronics, coding, Computer Aided Design.. Throughout the course students will learn a variety of concepts related to Engineering. Topics included in the course will be geometric constructions, dimensioning, orthographic projections, and sectioning. Students will gain insight into related Engineering career opportunities as well as grasp a concept of industry language. Computer Aided Drafting (CAD) and C+ robotics coding will be used throughout the course. This course will be beneficial to anyone considering a career in any form of industry including: Engineering, Design, Technical Drawing, Surveying, Fashion Design, Architecture, Interior Design, and Electronics.

## **HONORS ARCHITECTURAL/CIVIL ENGINEERING**

1.0 Credit

Architectural / Civil Engineering is a continuation of the study of Pre-Engineering and CAD. The course will be divided up into three sections. The first section will be further developing and reinforcing the student's skills using the CAD program, beginning with a review from Pre-Engineering and CAD while creating a set of working drawings and parametric models. The study of Architecture in residential and commercial design will be the main focus of study in the second section of the course. Students will create designs and build models to test designs. Finally, the students will be spending a good deal of time designing a BIM 3D model. This 3D model is designed with software that is industry standard for the Drafting and Architecture professions. Students will create floor plans, kitchen and bath layouts, elevation views, site plans, renderings, and video walkthroughs. Career opportunities in the Architectural and Civil Engineering fields will be the major themes in this course.

## **HONORS ENGINEERING**

1.0 Credit

This course is designed to give students the opportunity to explore engineering as it relates to industrial processes and products in the areas of manufacturing, transportation, control

technology, and communication. An overview of the fields of mechanical, electrical, architectural, industrial, civil, and fluid engineering will be covered. Simple machines, measuring, CAD, design, quality control, computer control, safety and testing will be included. The students will gain an understanding of the applicable laws of physics, including Ohm's Law, Pascal's Law, Boyle's Law, and Newton's Laws. The students will have the opportunity to create projects and/or products in the field for which they have an interest. Special emphasis will be placed on educational requirements and career opportunities for the various fields of Engineering.

## **MANUFACTURING/WOODWORKING**

1.0 Credit

Woodworking is a project-oriented course in which students will be exposed to all phases of basic and advanced woodworking techniques. The knowledge of the tools, machinery, and operations used in the course are transferable to most any career in industry today. Students do not need experience with wood or woodworking machines but will need to bring self-motivation and desire to class with them. Student students will work individually (with instructor assistance) on a project made of wood which is chosen to match their interests and needs. Each student will have the opportunity to utilize the computer controlled (CNC) router to engrave clip art, words or other designs into their projects. Students will be expected to bear the cost of their chosen materials.

## **MANUFACTURING DESIGN PRODUCTION**

1.0 Credit

Shadow boxes. LED wall lights. Deco boxes. Ornaments and Jewelry. Wooden puzzles and toys. You see them in Etsy, Pinterest and Hobby Lobby. Why purchase them when you can make them yourself?

In this class you will have the opportunity to design and create them yourself using computer software, laser and CNC equipment. Further, there will be a focus on individual designs, software and equipment knowledge, personalized projects, business trade skills, production, costs, and deadlines.

## WORLD LANGUAGE

All World Language courses are sequential and elective in nature. Upon completion of Spanish I, the student should consult with the instructor in order to determine proper placement for the higher-level courses.

Course title	Weight	Open to Grades	Prerequisites	Credit
Spanish I	1.0	9-12	None	1
Spanish II	1.0	10-12	Successful completion of Spanish I with an 80% or higher	1
Honors Spanish III	1.04	10-12	Successful completion of Spanish II with a 85% or higher	1
Honors Spanish IV	1.04	11-12	Successful completion of Spanish II and III with a 90% or higher in Spanish III	1

### SPANISH I



1.0 Credit

First year Spanish students learn high-frequency vocabulary and sentence structures through a blend of TPRS (Teaching Proficiency through Reading & Storytelling), CI (Comprehensible Input) methods, and thematic units. The focus is narration in the present tense. Students will begin to read, write, understand, and speak Spanish, while engaging in Hispanic cultural lessons. Content is taught through listening to and reading stories, songs, short biographies, etc. Cultural components are embedded into instruction. Students are expected to read a short, leveled book. Students will exit this course able to have simple conversations about likes/dislikes, personality, hobbies/activities, school, professions, family, and food as novice-high language learners, based on ACTFL Proficiency Guidelines.

### SPANISH II



1.0 Credit

Spanish 2 is a continuation of Spanish 1. Students continue to learn high-frequency vocabulary through the TPRS, CI methods, and thematic units. The focus of instruction is on narration in the present and past tenses communicating on topics regarding daily routine, restaurant etiquette, fashion, music, and travel abroad. Cultural components are embedded into instruction. Speaking, listening, reading and writing remain the focus. Students are expected to read two leveled books, give simple presentations, act out skits, and work with authentic materials in Spanish. Students will exit this course as intermediate language learners, based on ACTFL Proficiency Guidelines.

### HONORS SPANISH III



1.0 Credit

In Spanish 3 the vocabulary and grammar are more advanced so students are able to produce more spontaneous conversations and communicate in real life situations. Themes could include: preparing food, discussing contemporary life (culture), volunteering in the community, and expressing future goals in Spanish. By the end of this course, students will acquire a strong base of grammatical concepts. Speaking, listening, reading, and writing will remain the focus, as the course will be taught 90% in Spanish. Students will exit this course as intermediate-low language learners, based on ACTFL Proficiency Guidelines.

### HONORS SPANISH IV



1.0 Credit

Students will reinforce grammatical concepts as they focus on miscellaneous contemporary topics of interest. Vocabulary is considerably expanded and grammatical concepts are explored in depth. Many topics strengthen and will deepen deeper level thinking skills in Spanish. The class will focus on: immigration, health, environment, Hispanic art and architecture, plus social customs and values. Students will be daily encouraged and challenged to articulate their opinions and ideas accurately in Spanish. A highlight of this course is the inclusion of a College readiness project which all class students will complete by the end of the semester. All communicative skills, listening, reading, writing and speaking, are further developed so that students can exit as an advanced-low language learner, based on ACTFL Proficiency Guidelines. This course is equivalent to a second level college course and will be taught entirely in Spanish. Students will exit this course as intermediate-mid language learners, based off of ACTFL Proficiency Guidelines.

# Loyalsock Township Middle School



Program of Studies  
2025-2026



# 6th Grade Core Courses

## **English (Grade 6 Reading)**

Students in 6th grade transition from reading to comprehend to gaining the ability to analyze a variety of genres, both fiction and nonfiction based. Skills and strategies for analyzing fiction and nonfiction texts are explored as students learn to find explicit and implicit evidence throughout grade level texts. Comprehension, vocabulary, and independent reading are also focus points. Students will learn to analyze author's craft within grade level texts as they prepare to explore these areas further in 7th grade.

## **English (Grade 6 Writing)**

Students will demonstrate the ability to write effectively across the different genres of writing including narrative, informational, argumentative, and poetry. Additionally, students will focus on vocabulary acquisition, word study (including word morphology), and conventions. Students will analyze the elements of genre specific writing including organization, purpose, style, and audience. The sixth grade curriculum will prepare students with fundamental ELA skills for seventh grade coursework.

## **Math**

In Grade 6, instructional time should focus on five critical areas: (1) connecting ratio and rate to whole number multiplication and division and using concepts of ratio and rate to solve problems; (2) completing understanding of division of fractions and extending the notion of number to the system of rational numbers, which includes negative numbers; (3) writing, interpreting, and using expressions and equations; 4) developing understanding of statistical thinking; and (5) solving real-world and mathematical problems involving area, surface area, and volume.

## **Social Studies**

Students will build upon their knowledge of social studies from elementary school. We will focus on local and state place, from settlement to modern day. Additionally, we will explore Pennsylvania History through the lens of the 5 Themes of Geography - location, place, human-environment interactions, movement, & region. We will examine local and state governments, along with economics. Students examine civic responsibilities through the study of the history and treatment of the United States flag.

## **Science**

Following Pennsylvania science standards and science department curriculum, sixth grade students will gain knowledge and apply scientific skills across a variety of topics throughout the school year. In physical science, students will learn the basic structure of an atom, analyze the behavior of matter, and differentiate between multiple forms of energy. In our study of earth and space, students will identify properties of objects in the solar system and investigate characteristics of the earth-sun-moon system. While studying the atmosphere, students will gain the necessary knowledge to understand weather formation and climate patterns. In our life science unit, students will learn the attributes of different biomes and how energy flows between nonliving and living parts of an ecosystem.

# 6th Grade Related Arts

**Art 6** - Students will create original artwork through projects and activities that will boost their critical thinking habits, grow their creativity and develop communication skills through looking, creating, and talking about art.

**Band 6** - Based on the National Core Arts Standards, students will create, perform, respond, and connect while developing their individual and ensemble skills on their primary instrument. Students will transfer the individual skills developed in beginning band and apply them at a more advanced level within the full band setting. Students will begin developing an understanding of tone, balance, blend, and intonation.

**Chorus 6** - Students will learn to use their vocal instrument to create a correct and pleasing singing sound. In addition to learning proper vocal production and technique, students will also learn music reading skills, sight-singing skills, and performance skills. Chorus students practice sight reading and singing in two-part harmony daily.

**Design Technology 6** - Students will investigate the design process to create graphics and physical items using computer software and manufacturing equipment, as well as the engineering process and problem solving. Students will apply these skills while exploring and using simple machines, chain reaction devices, and basic robotics.

**Futures 6** - Students will focus on career development and workplace skills. Students will explore the 16 Career Clusters and learn what skills employees should have. Students will learn what it means to make an income, how different payment methods are used, and what tax money is used for. Student will also discover their "Holland Code" and find what they are interested in and how they learn best.

**Instrumental Music 6** - Students will refine the skills learned in beginning band and work to become independent music makers. Students will master basic articulation skills, the Bb chromatic scale, read whole note through eighth note patterns, and perform in at least three key signatures.

**Intro to Family and Consumer Science 6** - Students are introduced to basic skills needed in the kitchen. Concepts will include kitchen safety, identification and proper use of kitchen tools/appliances, measuring skills, and reading a recipe. Students will also learn about My Plate and how they can use that tool to guide their food choices. Students will enjoy using the knowledge they gain to prepare healthy snacks in class.

**Library 6** - Students will learn the many resources in our Lester L. Greevy Media Center. The main resources shared include the physical inventory of books with Destiny Follet search, the Sora Digital Collection, and the Power Library. It is also a course in which research practices will be explored through note taking, citation, and creation of a research presentation.

**Math Lab 6** - A hands-on, interactive course designed to strengthen core mathematical skills through exploration, problem-solving, and real-world applications. This course covers essential concepts such as arithmetic operations, fractions, decimals, percentages, ratios, basic algebra, and geometry. The course content is differentiated based upon the needs of each group. Students will develop critical thinking and reasoning skills through collaborative activities, guided practice, and engaging projects.

**Music 6** - Students will review musical concepts taught in elementary school and create a bridge to the other middle school music courses. Students taking this class use their bodies, their voices, and simple materials and instruments to compose, perform, and improvise musical works in the modern, popular style. Students will learn to read the Bass Clef, Jazz History, Improvisation, Basic Chord Structure, Arranging, Movie Music, and Music Careers.

**Spanish 6: ¡Bienvenidos!** In this engaging and interactive mini course, students will explore the basics of Spanish through greetings, farewells, and simple conversations. Through fun activities like cultural films, songs, and games, students will build confidence in speaking and understanding Spanish while also learning about Hispanic cultures.

**Technology Solutions 6** - Students will review computer and technology concepts taught in elementary school. They will continue their growth, understanding and experiences through the use of a variety of hands-on activities in various software and online applications on both the computers and iPads. Students will learn how to create many different documents, files, and projects that will prepare them for their middle school and high school classes and potential careers.

**Wellness 6 (Health/PE)** - Students will learn how to utilize gross motor skills in a variety of physical activities. Physical education will prepare students for an active future and help them to lead a healthy lifestyle. In health, students will explore physical, mental, and social health concepts that are thorough and age-appropriate. Through skill practice, students will gain confidence to help protect themselves from harm, emotional stress, and maintain healthy relationships.

**World Drums** - Students will be introduced to a variety of world drums and techniques. Regardless of musical background, students will improvise, hone their listening skills, writing skills, and presentation skills. Students will research World Cultures and also compose utilizing the Garageband digital audio workstation.

# 7th Grade Core Courses

## **English (Grade 7 Reading)**

Students will explore multiple genres, build on the tools to negotiate through and respond to literature, and think critically about the content they are reading. They will learn an adaptive strategy to fully comprehend non/fiction texts through thoughtful annotation, deep questioning, and analysis. The focus areas include the key concepts of rhetorical analysis, word choice selection, and exposure to cultural stories from around the world.

## **English (Grade 7 Writing)**

Students will demonstrate the ability to write across multiple modes: narrative, informative, argumentative, and poetry. Emphasis is placed upon transitioning from learning the characteristics of the modes and structural concepts of essays developed in sixth grade to a more stylistic approach. Style components explored include using various sentence structures, improving word choice, and using figurative language and other poetic elements. Lastly, students are encouraged to explore writing not only as a way to communicate learning, information, and positions, but also to express themselves creatively.

## **Math**

Students will use problem solving skills to think critically and solve real life applications involving all seventh grade curricular content. Students will apply appropriate tools to solve real-world and mathematical problems involving number systems, ratios and proportional relationships, expressions and equations, as well as probability and statistics. Students will also demonstrate an understanding of geometric figures and their properties and solve real-world and mathematical problems involving angle measure, circumference, area, surface area, and volume.

## **Social Studies**

Students will explore ancient world history from the beginning of human civilization up to the Renaissance to better understand our modern cultural, economic, and governmental context. Units of study span each continent with a focus on the establishment of civilization and learning more about the modern world. Throughout the course, students will explore how art, artifacts and literature reflect the values and beliefs of ancient cultures. Students are encouraged to think critically not only about these ancient cultures, but also how our own modern culture is shaped by the development and various iterations of ideas of justice, governance, equality, civic duty, and freedom over time.

## **Science**

Students develop a general understanding of the scientific process through investigations of Earth's geology and basic biology. Emphasis is placed on scientific thinking and drawing conclusions based on evidence that is observed in laboratory experiments. Topics covered include geologic structure and the processes that shape and change the Earth. Students are also introduced to the structure and function relationship between cells and cell parts, introductory genetics focusing on the inheritance of traits and genetic technologies. 7th grade science concludes with observation of invertebrates and dissection of an invertebrate. The dissection is used as a study in anatomical similarities and differences between invertebrates and vertebrates.

# 7th Grade Related Arts

**Art 7** - Students will focus their inspiration on ancient and modern day art forms and how they have influenced us today. Students will tour different regions to investigate some of history's best artistic creations that will lead them to create original works of art.

**Band 7** - Students will create, perform, respond, and connect while developing their individual and ensemble skills on their primary instrument. Students will continue developing ensemble skills at a more advanced level. Students will develop a consistent tone, balance, blend, articulation, and wider range of dynamics through the performance of literature in a variety of musical styles.

**Business Matters 7** - Students will explore a variety of business concepts and principles throughout this course including accounting, entrepreneurship, marketing and management. This course will give students an introduction to many topics offered as electives in the high school business department and potential career possibilities in the business world.

**Chorus 7** - Students will learn to use their vocal instrument to create a correct and pleasing singing sound. In addition to learning proper vocal production and technique, students will also learn music reading skills, sight-singing skills, and performance skills. Chorus students practice sight reading and singing in three-part harmony daily. 7/8th Grade chorus also builds on the foundation of vocal pedagogy to help students navigate their changing voices while developing their musical skills.

**Digital Media 7** - This course delves into the realm of digital media sources, equipping students with essential skills for effective content creation and dissemination. From exploring digital citizenship to practicing local reporting, participants will engage with various tools and technologies to enhance their media literacy and storytelling capabilities. Through a blend of hands-on projects and real-world applications, students will navigate platforms like Google Suite, Green Screen Technology, and iMovie to produce engaging multimedia content. By the end of the course, learners will have the proficiency to harness the power of digital media sources for impactful communication and storytelling purposes.

**Futures 7** - Students will focus on career development and workplace skills. Students will explore various careers and learn what it means to make an income and have expenses. Students will participate in an experimental career program called "The Real Game". The goal is to have students dream about the future they want to create for themselves, and prepare for success in their adult lives and career.

**Instrumental Music 7** - Students will refine their individual instrumental skills and begin learning more advanced music theory to become independent and informed music makers. Students will master more advanced articulation techniques, perform the Bb chromatic scale, read whole note through sixteenth note patterns, perform in at least five key signatures, and work on etude repertoire.

**Math Lab 7** - A hands-on, interactive course designed to strengthen core mathematical skills through exploration, problem-solving, and real-world applications. This course covers essential concepts such as arithmetic operations, fractions, decimals, percentages, ratios, basic algebra, and geometry. The course content is differentiated based upon the needs of each group. Students will develop critical thinking and reasoning skills through collaborative activities, guided practice, and engaging projects.

**Manufacturing 7** - Students will explore basic power tool and woodworking techniques, including measuring, design, layout, cutting and finishing. Students will be required to take and pass safety exams on multiple power tools, as well as understand and implement the proper procedures to make wood items. Students will review previous graphic design software and learn about CNC (Computer Numerical Control) machining/laser cutting.

**Modern Band 7** - The major emphasis of this course is to develop student achievement through the exploration of a modern band ensemble. The course will introduce the skills necessary to perform on guitar, bass, keyboard, drums and vocals. Many styles of music will be discussed, demonstrated and performed by the students. Students in Modern Band will also be introduced to the art of songwriting. End of term projects will culminate with a performance from each band.

**Spanish 7** - Students will learn days of the week, months of the year, adjectives, masculine vs. feminine, animals, countries of Central America, and partake in cultural lessons. Students will engage in a series of games, activities, and lessons throughout the marking period while collaborating with their peers and the teacher.

**Wellness 7 (Health/PE)** - Students will learn how to utilize gross motor skills in a variety of physical activities. Physical education will prepare students for an active future and help them to lead a healthy lifestyle. In addition, students will address physical, mental, and social health concepts that are age-appropriate. Through skill practice, students will gain confidence to help build relationships, learn how to assert rights, and understand the dangers of substance abuse.

# 8th Grade Core Courses

## **English (Grade 8 Reading)**

Students will develop comprehension and analytical reading skills through the study of a variety of genres. Students will learn how strategic readers think and visualize when they read, interact with, and examine text. Focus areas include strategies for analysis and synthesis of literature, critical thinking, author's craft and text structure, and elements of literature. The ultimate goal is to promote the development of skills and strategies that students will apply with increasing independence. Also, to further develop in students an appreciation for reading and writing as a lifetime source of information and enjoyment.

## **English (Grade 8 Writing)**

Students will hone critical English skills that center around essay response writing: database research, annotation, concept mapping, writing prep, writing, MLA citation, peer review, and publishing. To build up to these steps, we focus attention on developing sentence grammar, vocabulary augmentation, analysis, and diving deeper into Webb's Depth of Knowledge. The 8th grade ELA goal is for students to secure fundamental skills and practice more complex writing skills in order to be ready for high school writing requirements.

## **Math**

Students in math 8 will focus on four critical areas: (1) formulating and reasoning about expressions and equations, including modeling an association in bivariate data with a linear equation, and solving linear equations and systems of linear equations; (2) grasping the concept of a function and using functions to describe quantitative relationships; (3) analyzing two- and three-dimensional space and figures using distance, angle, similarity, and congruence, and understanding and applying the Pythagorean Theorem; and (4) demonstrating an understanding of geometric transformations and solving real-world and mathematical problems involving volume.

## **Algebra (CC1/2 & CC1)**

Keystone Algebra 8 follows an honors level curriculum designed to provide students with instruction in a wide-range of objectives covered under the Pennsylvania Algebra 1 state standards. Students will explore topics such as operations with real numbers and expressions, linear equations and inequalities, functions, coordinate geometry, and data analysis.

## **Social Studies**

In 8<sup>th</sup> grade social studies, students will develop knowledge of their country's founding history and the civic expectations of citizens in the United States of America. Throughout the course students will explore the foundations of colonization, the Revolutionary War, the creation of American government, and the Civil War. Our focus is to gain an understanding of how the cultural, economic, and governmental events of the past impact us today in our current historical context.

## **Science**

Students will learn about a variety of topics within three major categories of science: Biology, Chemistry, and Physics. Students receive direct instruction, perform hands-on labs, and do virtual interactives to apply understanding to the natural world around them. They are given the tools and opportunities to put their Scientific Thinking principles into practical use with an emphasis on the use of technology. Students are also given a comprehensive review of their LTMS Science 6-8 experience as they prepare for the PSSA exam.

# 8th Grade Related Arts

**Art 8** - Students will focus on the exploration of various professions in the art field and their unique requirements and skills used to be successful. This exploration will prove that art exceeds the walls of the classroom as we answer the question: "What is an Artist?"

**Band 8** - Students will create, perform, respond, and connect while developing their individual and ensemble skills on their primary instrument. Students will lead development of ensemble skills among their peers. Students will develop an advanced concept of tone, balance, blend, advanced articulation, and a wide range of dynamic expression through the performance of literature in a variety of musical styles and genres.

**Chorus 8** - Students will learn to use their vocal instrument to create a correct and pleasing singing sound. In addition to learning proper vocal production and technique, students will also learn music reading skills, sight-singing skills, and performance skills. Chorus students practice sight reading and singing in three-part harmony daily. 7/8th Grade chorus also builds on the foundation of vocal pedagogy to help students navigate their changing voices while developing their musical skills.

**Contemporary Music 8** - Contemporary Music will provide students the opportunity to explore the role of music and technology in today's society. Students will discuss the purpose of music, create their own music compositions to tell a story, and explore music's role in history.

**Digital Dimensions 8** - Students will be introduced to a variety of digital and technology concepts focusing on computer science, computer programming, website and app development, game design, and graphic design. This course will preview a variety of our computer technology elective courses within the high school curriculum as well as career possibilities in the computer science and technology industry.

**Electronics / Engineering Design 8** - Students will engage in experimenting with basic electrical theory, component identification and use, as well as circuit design and development. Students will also expand upon previous year's instruction in design and manufacturing processes to engineer and develop both static items and kinetic vehicles.

**Futures 8** - In Futures 8, students learn a variety of skills that will help them prepare for their future. Units of study include *Consumerism*, *College and Career Readiness*, *Entrepreneurship*, and *SEL ( Social and Emotional Learning)*. Students will participate in interactive real life scenarios through the Everfi program as they participate in social, emotional, and academic skill building activities that will help prepare them for the transition to high school.

**Instrumental Music 8** - Students will further develop their individual instrumental skills and advanced music theory to become highly independent music makers. Students will master advanced articulation techniques, perform the Bb chromatic scale, read advanced whole note through sixteenth note patterns, perform in at least seven key signatures, and rehearse small ensemble and solo repertoire independently.

**Math Lab 8** - A hands-on, interactive course designed to strengthen core mathematical skills through exploration, problem-solving, and real-world applications. This course covers essential concepts such as arithmetic operations, fractions, decimals, percentages, ratios, basic algebra, and geometry. The course content is differentiated based upon the needs of each group. Students will develop critical thinking and reasoning skills through collaborative activities, guided practice, and engaging projects.

**Research** - The 8th Grade Library Research course is designed to equip students with essential research skills while fostering a love for literature and history. Through engaging activities and projects, students will explore the selection of characters in history, library resources, reading for pleasure, and research methodologies. From conducting baseline research on historical figures to delving into the ethical considerations of Artificial Intelligence, students will develop critical thinking, information literacy, and presentation skills. By utilizing library resources such as Power Library and Sora, students will enhance their access to a wide range of digital and print materials. The course will culminate in a living museum exhibit where students will showcase their research findings and historical character analysis for evaluation.

**Spanish 8** - Students will complete a house unit, learn weather vocabulary, gustar, conjugation, and engage in cultural lessons. Students will practice their vocabulary skills on Duolingo. Students will work individually, as a class, and with the teacher to complete the a variety of Spanish-speaking country projects relating to cuisine, sports, currency, and their flag.

**Wellness 8 (Health/PE)** - Students will be introduced to a variety of activities and learn how to master their gross motor skills. Physical education will prepare students for their future and help them to lead a healthy lifestyle. In addition, students will address physical, mental, and social health concepts that are age-appropriate. Through skill practice, students will gain confidence to make healthy choices, maintain healthy relationships and understand the power of decision-making.

**LOYALSOCK TOWNSHIP SD**

K-12 Guidance Plan | 2025 - 2028

# GUIDANCE PLAN PROFILE

## PROFILE

**LEA Name**

Loyalsock Township SD

**AUN**

117414203

**Address 1**

1605 Four Mile Drive

**Address 2**

**City**

Williamsport

**State**

PA

**Zip Code**

17701

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## LEAD COUNSELOR

**Lead Counselor Name**

Ms. Vickey Campman

**Lead Counselor Phone Number**

570-326-6508

**Extension**



**Lead Counselor Email**

vcampman@loyalsocklancers.org

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**CHIEF SCHOOL ADMINISTRATOR**

**Chief School Administrator Name**

Mr Gerald L McLaughlin

**Chief School Administrator Phone Number**

(570) 326-6508

**Extension**

**Chief School Administrator Email**

gmclaugh@loyalsocklancers.org

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**ADDITIONAL COUNSELOR(S)**

**Counselor Name**

**Counselor Phone Number**

**Extension**

**Counselor Email**

## **GUIDANCE MISSION STATEMENT AND CTE PROGRAMS**

### **GUIDANCE MISSION STATEMENT AND CTE PROGRAMS**

**1. Enter your school's Guidance Services Mission Statement that reflects the school's mission and includes reference to the three domains (academic, career, social/emotional), and equity and access for all students (600 character limit).**

In alignment with the mission of the Loyalsock Township School District counseling and career services department to provide comprehensive and developmental counseling program services addressing the academic, career, personal, and social needs of every student, we are dedicated to fostering equity and inclusivity. Our counselors actively work in partnership with our schools, families, and the community to ensure that equity remains at the forefront of our efforts. Through common ground practices and collaborative initiatives, we strive to dismantle barriers to success and promote equitable op

**2. Does your school offer PDE-approved Career and Technical Education (CTE) programs or send students to a Career and Technical Center (CTC) or to another school that offers PDE-approved CTE programs?**

Yes

**School district, indicate the school/CTC your students attend to gain PDE-approved CTE instruction. If a CTC, list your member districts. (1000 character limit).**

Loyalsock Township High School partners with Lycoming County Career and Technology Center and Williamsport High School to offer Career and Technical Education (CTE) programs in multiple fields: Lycoming County CTC: Automotive Technologys; Computer Systems Technology; Construction Technology; Criminal Justice; Culinary Arts; Early Childhood Education; Health Careers. Williamsport CTE: Biotechnology; Commercial Art; Engineering & Robotics; Precision Machining. These programs prepare/provide students for/with college, careers, and industry certifications

## 339.31 BOARD-APPROVED GUIDANCE PLAN

### 339.31 BOARD-APPROVED GUIDANCE PLAN

3. Is your K-12 Guidance Plan approved by your School Board or Joint Operating Committee?

Yes

Enter date when last approved by Board/JOC.

2025-04-09

## 339.32(1) CAREER AND TECHNICAL CURRICULA

### 339.32(1) CAREER AND TECHNICAL CURRICULA

**4. Does your school provide a comprehensive career counseling services curriculum to assist all students with unbiased occupational and educational information necessary for realistic career planning?**

The school counseling services curriculum should align to Career Education and Work Standards and evidence required by Future Ready PA Index. Curriculum should be available during Perkins and APTE/339 compliance reviews.

Yes

**5. Does your school maintain a published annual calendar that includes a monthly listing of school counseling services offered, organized by domain (academic, career, social/emotional) and grade level? The calendar should include ongoing activities to assist all students (and their parents) with career planning to meet student needs and interests.**

Yes

**Upload Monthly Guidance Services Calendar/List (12 pages maximum)**

Loyalsock Township School District

Guidance Services.pdf

## **339.32(2) EDUCATIONAL CAREER PLAN**

### **339.32(2) EDUCATIONAL CAREER PLAN**

**6. Does the school counseling department have written strategies for developing and maintaining individual student career plans that address academic and technical preparation, postsecondary education, and training along with individual and group counseling and assessment?**

The student career plan should align to Career Education and Work Standards and evidence required by Future Ready PA Index. The Career Plan should be available during Perkins and APTE/339 compliance reviews.

Yes

## 339.32(3) OCCUPATIONAL INFORMATION

### 339.32(3) OCCUPATIONAL INFORMATION

7. Does your school maintain a listing of diverse and inclusive external resources, organized by the Career Clusters, that includes links to businesses, organizations, postsecondary education, service learning, training, and work-based learning?

Yes

#### Upload List of Career Resources (13 pages maximum)

Loyalsock Township School District

Guidance Services-Career Clusters.pdf

## 339.32(4) CUMULATIVE RECORDS

### 339.32(4) CUMULATIVE RECORDS

**8. Does your school maintain a document showing major career guidance service goals and objectives that reflect a general big idea, followed by specific and measurable outcomes that use the data?**

The document should include details on how guidance staff gather and utilize cumulative student data and records.

Yes

**Upload career guidance service goals and objectives document (3 pages maximum).**

Loyalsock Township School District  
Guidance Services-SMART Goals &  
Objectives.pdf



## 339.32(5) ORIENTATION TO CAREER AND TECHNICAL OPTIONS

### 339.32(5) ORIENTATION TO CAREER AND TECHNICAL OPTIONS

9. Does your school maintain a listing of career guidance service activities (e.g. events, tours, and interventions) organized by grade level and focused on increasing awareness of career and technical education opportunities among all K-12 students, parents, educators, postsecondary, businesses, and community agency stakeholders?

Yes

**Upload CTE career guidance services activities and opportunities documents (5 pages maximum).**

Loyalsock Township School District  
Guidance Services-Stakeholder CTE  
Options.pdf

## 339.32(6) CAREER PLACEMENT SERVICES

### 339.32(6) CAREER PLACEMENT SERVICES

10. Does the school counsel all students regarding their transition from school to postsecondary (work, college, military, other)?

Yes

**Upload career placement services document (3 pages maximum).**

Loyalsock Township School District

Guidance Services-Career

Placement\_Transition Services.pdf

## 339.32(7) CONSULTATION WITH TEACHERS AND ADMINISTRATORS

### 339.32(7) CONSULTATION WITH TEACHERS AND ADMINISTRATORS

**11. Does your school maintain a delivery system that includes academic and career guidance curriculum, prevention and intervention for social/emotional development, and student planning and support?**

The delivery system should reflect direct (face-to-face) and indirect (independent research) career guidance services organized by grade level as evidence that all students receive formal and informal career consultation with teachers and administrators.

Yes

**Upload delivery system document (13 pages maximum).**

Loyalsock Township School District

Guidance Services-Delivery System.pdf

## 339.32(8) AND (9) STAKEHOLDER INVOLVEMENT

### 339.32(8) AND (9) STAKEHOLDER INVOLVEMENT

**12. Does your school maintain a school counseling document that shows how each partner group (students, parents, educators, postsecondary, businesses, community agencies) benefits from and/or assists with the delivery of guidance services?**

Yes

#### **a. Students**

Loyalsock Township students receive a curriculum that fosters academic, career, and personal growth, helping them build character and make informed decisions. Through career planning software and the graduation project, students set goals aligned with their interests and abilities. They provide feedback on student needs and current services while exploring diverse career paths to refine their interests and establish a career goal.

#### **b. Parents**

Parents play a vital role in supporting their child's course selection, career exploration, and college/career decisions. They will be informed about counseling services and encouraged to involve their child in career programs. Parents can provide input through school career events, serve on the advisory council, and volunteer for career planning activities, helping guide their child toward a meaningful career path.

#### **c. Postsecondary**

Post-secondary partners offer resources to help students prepare for life after high school, whether college or career. They provide college visit opportunities to explore campus life and necessary skills, as well as internships for hands-on career experience. Through these partnerships, students gain valuable insights to make informed decisions about their future.

#### **d. Educators**

Educators support the Loyalsock Township school counseling mission by reinforcing key skills like teamwork and effort in the classroom. They collaborate with counselors to meet student needs, embed career exploration in their curriculum, and connect learning to real-world careers. Teachers also help reinforce counseling concepts and may serve on the advisory council to enhance student support services.

#### **e. Businesses**

Industry and community partners help build strong school connections by speaking to students about careers, offering job shadowing, and providing networking opportunities. They also support school-to-work programs for students not pursuing college, increasing career awareness and hands-on experience.

#### **f. Community Agencies**

Industry and community partners help build strong school connections by speaking to students about careers, offering job shadowing, and providing networking opportunities. They also support school-to-work programs for students not pursuing college, increasing career awareness and hands-on experience.

**13. Does your school conduct at least one school counseling advisory council meeting per year and maintain minutes that show discussion of career and postsecondary planning, career curriculum and assessment, as well as initiatives and supports related to academic development and social/emotional development, along with details on how the discussion leads to action steps and solutions that enhance student outcomes?**

The minutes should include a listing of all members of the advisory council with their name, job title, affiliation, and whether present or absent at the meeting. Agenda, minutes, and action plan should be available during Perkins and APTE/339 compliance reviews.

Yes

## 339.32(10) FOLLOW-UP STUDIES

### 339.32(10) FOLLOW-UP STUDIES

**14. Does your school conduct follow-up studies to determine the effectiveness of your school counseling curriculum/program outcomes that includes study results and how the information collected is utilized to improve service delivery?**

The follow-up study should be available during Perkins and APTE/339 compliance reviews.

Yes

**Describe one aspect of your follow-up study, including the partner group, number of responses received, and indicate how the data collected was utilized to improve school counseling services (1000 character limit).**

Annual survey of senior career plans; Late April / Early May; 128 senior responses received; creation of Career Services Counselor beginning 2024-2025 school year.

**SIGNATURES AND ASSURANCES**

**ASSURANCE OF QUALITY AND ACCOUNTABILITY**

**Lead Counselor**

**Date**

**CHIEF SCHOOL ADMINISTRATOR**

**Chief School Administrator**

**Date**

# ALTERNATIVE EDUCATION FOR DISRUPTIVE YOUTH

## ACT 48 Program Agreement for Services

Official public school name: **LOYALSOCK TOWNSHIP SCHOOL DISTRICT**

Official approved private provider name: **RIVER ROCK ACADEMY LLC**

**AND NOW**, this 3<sup>rd</sup> day of April 2025, RIVER ROCK ACADEMY LLC with a principal place of operations located at **1650 Sheridan St, Williamsport, PA 17701**, and the LOYALSOCK TOWNSHIP SCHOOL DISTRICT enter into this Act 48 Program Placement Agreement as follows:

**WHEREAS**, RIVER ROCK ACADEMY LLC primary operations is an approved independent contractor for the delivery of alternative education services for disruptive youth and has been since **2005**.

**WHEREAS**, LOYALSOCK TOWNSHIP SCHOOL DISTRICT and, RIVER ROCK ACADEMY LLC have entered into a contractual arrangement, as further described herein, wherein LOYALSOCK TOWNSHIP SCHOOL DISTRICT will have certain placement rights regarding “disruptive youth”, as defined in the Act that LOYALSOCK TOWNSHIP SCHOOL DISTRICT desires to place their students into the RIVER ROCK ACADEMY LLC’S program for educational and counseling services.

**NOW THEREFORE**, in accordance with the aforesaid recitals, RIVER ROCK ACADEMY LLC and LOYALSOCK TOWNSHIP SCHOOL DISTRICT, intending to be legally bound, agree as follows:

1. **DEFINITIONS**: The following definitions apply regarding the text of this Agreement:
  - a. **“TERM”**. For purposes of this Agreement, “Term” shall be defined as the **2025 2026** school year.
  - b. **“PROGRAM”**. For purposes of this Agreement, “Program” shall be defined as the, RIVER ROCK ACADEMY LLC Act 48 program;
  - c. **“PUBLIC SCHOOL”**. For purposes of this Agreement, “PUBLIC SCHOOL” shall collectively be defined as all schools of the LOYALSOCK TOWNSHIP SCHOOL DISTRICT, acting by and through their authorized employees, agents and representatives; and
  - d. **“STUDENT”**. For purposes of this Agreement, “Student” shall be defined as a male or female in middle school, high school, or an area-vocational school



at LOYALSOCK TOWNSHIP SCHOOL DISTRICT who has been officially enrolled and designated as a “disruptive youth” in accordance with the Act.

2. **MATRICULATION RIGHTS**: LOYALSOCK TOWNSHIP SCHOOL DISTRICT shall have the right to matriculate students into the RIVER ROCK ACADEMY LLC program, under the following terms and conditions:
  - a. LOYALSOCK TOWNSHIP SCHOOL DISTRICT shall certify to RIVER ROCK ACADEMY LLC that the student is “disruptive” as defined in the Act and provide all pertinent information to RIVER ROCK ACADEMY LLC regarding said student;
3. **COST/PAYMENT**: LOYALSOCK TOWNSHIP SCHOOL DISTRICT shall compensate RIVER ROCK ACADEMY LLC for the program services rendered to students as agreed or set below:

Reserved student slots at a reduced per diem cost as indicated in the “Contract for Reservation of Student Slots” which includes Behavior Management, Therapeutic, and Educational services. Transportation will be provided by the LOYALSOCK TOWNSHIP SCHOOL DISTRICT. RIVER ROCK ACADEMY will invoice the LOYALSOCK TOWNSHIP SCHOOL DISTRICT on a monthly basis.

4. **DURATION**: School Year 2025 2026
5. **COMPLIANCE – PDE GUIDELINES**: During the entire term of this Agreement, RIVER ROCK ACADEMY LLC and LOYALSOCK TOWNSHIP SCHOOL DISTRICT warrant to each other that they shall both be and remain in compliance with Act 30, Act 48, 2015 2017 Guidelines regarding Private Alternative Education Institutions or any other requirements issued by the Commonwealth of Pennsylvania, Department of Education, or any other applicable statute or ordinance regarding all aspects of the Act 48 Program referenced herein. In addition, the following specific warranties and assurances apply:

**I. FACILITIES/ENVIRONMENT HEALTH AND SAFETY:**

- a. RIVER ROCK ACADEMY LLC warrants that its educational facility conforms to all applicable State and local statutes, regulations and building and safety code requirements, in addition to fire and panic requirements of the Commonwealth of Pennsylvania and Lycoming County, and that said facility has been approved by the Licensing and Inspection Bureau of Lycoming County, and that a valid Certificate of Occupancy has been issued by said Department of Labor and Industry AND IS ON DISPLAY AT EACH FACILITY.

b. RIVER ROCK ACADEMY LLC shall provide to LOYALSOCK TOWNSHIP SCHOOL DISTRICT upon written request, any original licenses for review.

c. RIVER ROCK ACADEMY LLC warrants that its educational facility currently complies with all physical welfare and safety statutes, regulations, ordinances or mandates prescribed or issued by the Department of Environmental Protection and any applicable local governmental authority, and that said facility shall be and remain in compliance with all such physical welfare and safety statutes, regulations, ordinances or mandates during the entire term of this Agreement.

d. RIVER ROCK ACADEMY LLC warrants that its educational facility meets all state and local statutes regarding environmental health and safety and that artificial lighting facilities, heating facilities, ventilation and cleanliness standards are being provided in concert with 24 P.S. 7-736 and 7-737, 7-738, 7-739, and 7-740.

e. RIVER ROCK ACADEMY LLC has written procedures on file for student and parental/guardian concerns and that complaints are referred to the public school immediately.

## **II. SCHOOL FOOD SERVICE:**

RIVER ROCK ACADEMY LLC shall NOT provide any food service and the requirements of Appendix 3 of the 2015 2017 Guidelines regarding Private Alternative Education Institutions set forth on page 36, items 21-2c do not apply.

## **III. STAFFING:**

a. RIVER ROCK ACADEMY LLC warrants that all members of its staff are of good moral character and are at least 18 years of age, that they have been examined by a physician, have had tuberculosis testing, and that each member of the staff has a certificate from a physician on file verifying the examination and results of said examination in accordance with the aforesaid representation.

b. RIVER ROCK ACADEMY LLC warrants that all employees and members of its staff are citizens of the United States of America.

c. RIVER ROCK ACADEMY LLC warrants that all employees and members of its staff have applied for and received all applicable and appropriate background information, including Criminal History Records as required by 24 P.S. 1-111, Sexual Misconduct Background Checks (Act 168) and Pennsylvania Child Abuse History Clearances as required by 23

P.S. 6354, and that all records received show no evidence of a criminal background or a background of child abuse.

#### **IV. STUDENT ATTENDANCE:**

a. RIVER ROCK ACADEMY LLC warrants that it shall maintain records of student attendance in accordance with Appendix 3 of the 2015 2017 Guidelines regarding Private Alternative Educational Institutions as set forth on page thirty-six (36), items number 4a, 4b and 4c and the pupil attendance provisions under Chapter 11 of the State Board of Educational Regulations. The specific method for maintaining attendance records shall be by daily physical check of each student through the RIVER ROCK ACADEMY LLC administrative and teaching staff, documentation of said daily physical check in a written attendance log, kept on file at RIVER ROCK ACADEMY LLC, with daily contact to each parent or guardian of said student if said student is not present when school is in session.

#### **V. STUDENT AND PROGRAM RECORDS:**

a. RIVER ROCK ACADEMY LLC warrants that during the entire term of this Agreement, LOYALSOCK TOWNSHIP SCHOOL DISTRICT shall receive a written progress report for each LOYALSOCK TOWNSHIP SCHOOL DISTRICT'S student matriculated into RIVER ROCK ACADEMY LLC in accordance with Appendix 3 of the 2015 2017 Guidelines regarding Private Alternative Educational Institutions. The written progress reports shall include subject and credit information, progress grade information, attendance information, discipline records, student health, teacher and staff comments regarding said student's educational progress, and any applicable staff comments regarding the student's behavior, conduct or other pertinent issue regarding or related, in any way, with the education of said student.

b. RIVER ROCK ACADEMY LLC and LOYALSOCK TOWNSHIP SCHOOL DISTRICT their agents and employees shall perform their respective duties to ensure that records, names, and identities, shall remain confidential as required for fulfillment of the terms of this agreement.

#### **VI. TRANSPORTATION:**

a. LOYALSOCK TOWNSHIP SCHOOL DISTRICT will be responsible for transportation of said students to RIVER ROCK ACADEMY LLC'S program in accordance with 24 P.s. 13-1361 and 67 Pa. Code Chapter 171.

## **VII. REQUIREMENTS UNDER SAFE SCHOOLS:**

a. RIVER ROCK ACADEMY LLC warrants that its Act 48 program complies with all provisions of Article XIII-A of the School Code as follows:

All new incidents involving acts of violence, possession of a weapon or possession, use or sale of controlled substances, or possession, use or sale of alcohol or tobacco by any person on school property shall be addressed by RIVER ROCK ACADEMY LLC administrative staff immediately, the student's parents and/or guardians shall be immediately notified and consulted, appropriate disciplinary action shall be taken by RIVER ROCK ACADEMY LLC administrative staff, and a written report shall be completed by RIVER ROCK ACADEMY LLC. Administrative staff shall set forth the name of the student and all pertinent information regarding the incident. A copy of said report shall be placed into the student's file and turned into the Department of Education.

All new incidents involving acts of violence, possession of a weapon and convictions or adjudication of delinquency for acts committed at the RIVER ROCK ACADEMY LLC educational facility, shall be processed handled in compliance with 24 P.S. 13-1307-A (Appendix 3 of the 2015 2017 Guidelines regarding Private Alternative Educational Institutions; Page 37, item 7).

RIVER ROCK ACADEMY LLC shall follow the Violence Policy with regard to all arrangements with local law enforcement when an incident involving an act of violence occurs, at or near the RIVER ROCK ACADEMY LLC educational facility.

## **VIII. SCHOOL HEALTH SERVICES**

RIVER ROCK ACADEMY LLC warrants that it complies with Article 14 of the School Code and compliance with said statutes, ordinances and regulations shall be effectuated by means of providing a licensed and registered school nurse at the RIVER ROCK ACADEMY LLC educational facility.

Student Health Services will be provided jointly by the LOYALSOCK TOWNSHIP SCHOOL DISTRICT and RIVER ROCK ACADEMY LLC. RIVER ROCK ACADEMY LLC employs a Licensed Practical Nurse that is available for consultation with students and staff, and provides medication administration training and supervision. Health & Immunization Records and proof of physical examination are to be on file with LOYALSOCK TOWNSHIP SCHOOL DISTRICT by the date of admission. RIVER ROCK ACADEMY LLC will monitor for compliance and work jointly with the public

school to maintain records under Article 14 of the School Code. Additional health services as required by the PA School Code will be jointly shared.

#### **IX. ACADEMIC STANDARDS AND ASSESSMENTS:**

RIVER ROCK ACADEMY LLC warrants that it complies in full with the academic standards and assessment under Chapter 4 of the State Board of Education Regulations and the academic standards for Reading, Writing, Speaking and Listening, and Mathematics that were adopted by the State Board of Education and published in the Pennsylvania Bulletin on January 16, 1999.

LOYALSOCK TOWNSHIP SCHOOL DISTRICT and RIVER ROCK ACADEMY LLC will work cooperatively to ensure that all students required to take the PSSA (Pennsylvania State Standards Assessment) test will be given the test according to state regulations. LOYALSOCK TOWNSHIP SCHOOL DISTRICT remains responsible to report the scores of the PSSA testing to the appropriate authority.

#### **X. SPECIAL EDUCATION SERVICES AND PROGRAMS:**

RIVER ROCK ACADEMY LLC and the LOYALSOCK TOWNSHIP SCHOOL DISTRICT will collaborate in the development of an individualized instruction program for all students and the implementation of special education services for students identified. Special Education Services and provisions required under Chapter 14 of State Board of Education regulations will be strictly followed, including without limitations: (a.) a consultation with the student, parents/guardian will occur securing the student, parents/guardians written approval to enroll the student in the program (34 CFR 300.345(c)); (b.) the student's I.E.P. will be updated to reflect the decision to enroll the student in the program. The referring district will also update the Evaluation Report prior to admission (34 CFR 300.343); (c.) Any services that are not provided by RIVER ROCK ACADEMY LLC or cannot be provided by RIVER ROCK ACADEMY LLC during the period of enrollment will be the responsibility of LOYALSOCK TOWNSHIP SCHOOL DISTRICT and the student shall be considered as a "dual enrollment" under applicable law; (d.) if a student is enrolled and it is later determined that the student should be evaluated under applicable Special Education provisions, including the I.D.E.A. "Child Find" provisions and related reporting (34 CFR 300.125), RIVER ROCK ACADEMY LLC will forward a copy of the Evaluation Report to the referring public school. The referring district agrees to fully comply with the applicable law regarding the identification and evaluation of said student for Special Education Services; (e.) once a Special education Student is enrolled, RIVER ROCK ACADEMY LLC will insure that the student's I.E.P. is updated by the referring district prior to enrollment and once the I.E.P. is

received, Both parties will insure that all provisions of the I.E.P. are implemented during the education of the student through the use of a Certified Special Education Teacher, or a designee from the referring public school will monitor special education provisions, and ongoing communication with the student, parents/guardians, relevant teaching staff and administration. RIVER ROCK ACADEMY LLC agrees to update the student I.E.P. annually via a conference with student, parents/guardians, and a designated referring special education representative in accordance with applicable law.

#### **XI. IDENTIFICATION OF ELIGIBLE STUDENTS:**

In accordance with Appendix 3 of the 2015 2017 Guidelines regarding Private Alternative Educational Institutions, specifically the provisions set forth in 24 P.S. Section 1901-C (5) LOYALSOCK TOWNSHIP SCHOOL DISTRICT shall set forth its internal policies to identify those LOYALSOCK TOWNSHIP SCHOOL DISTRICT students who are eligible for the RIVER ROCK ACADEMY LLC Act 48 Program, and said internal policies shall comply with the informal hearing procedures set forth in 22 Pa. Code 12.8(c).

#### **XII. PERIODIC REVIEW OF STUDENTS:**

LOYALSOCK TOWNSHIP SCHOOL DISTRICT and RIVER ROCK ACADEMY LLC shall together ensure that a review committee reviews each student for return to the regular classroom, at a minimum, at the end of every semester.

#### **XIII. ANNUAL REPORT**

RIVER ROCK ACADEMY LLC shall submit timely an End-of-Year Report for Private Alternative Education Institutions to the Department of Education on an annual basis.

#### **EXEMPTION FROM STATUTORY REQUIREMENTS:**

RIVER ROCK ACADEMY LLC warrants that it complies with those statutory requirements identified in 24 P.S. 1902-E (3) and all additional statutory provisions, regulations, ordinances or legal mandates regarding RIVER ROCK ACADEMY LLC operations as a private high school or Act 48 Alternative Educational Services Provider (Appendix 3 of the 2015 2017 Guidelines regarding Private Alternative Educational Institutions; Page 39.

**CHALLENGES:** RIVER ROCK ACADEMY LLC confirms and agrees that it shall be fully liable for any and all damages and costs of any kind resulting from a legal challenge(s) regarding the RIVER ROCK ACADEMY LLC Act 48 Program and/or



the actions of RIVER ROCK ACADEMY LLC as the Private Alternative Education Institution.

The RIVER ROCK ACADEMY LLC and its Board of School Directors shall not be liable for any activity or operation related to the approved private provider.

**HOLD HARMLESS/INDEMNIFICATION:** RIVER ROCK ACADEMY LLC and LOYALSOCK TOWNSHIP SCHOOL DISTRICT agree to hold each other harmless and indemnify each other from all claims, causes of actions, or litigation, including expenses, costs and attorneys fees, said indemnification including without limitation the RIVER ROCK ACADEMY LLC Board of Directors, Officers, Shareholders and LOYALSOCK TOWNSHIP SCHOOL DISTRICT Administrators, Board Members, as follows: (a.) To the extent that any claim is asserted regarding the compliance or failure to comply with the I.D.E.A. or other applicable Special Education requirement, or to the extent that the LOYALSOCK TOWNSHIP SCHOOL DISTRICT fails to fulfill any term, covenant or condition of this Agreement, LOYALSOCK TOWNSHIP SCHOOL DISTRICT agrees to hold RIVER ROCK ACADEMY LLC harmless and indemnify said approved private provider regarding any claims related to the same, including all costs and attorney fees; (b.) to the extent that any claim of negligence is asserted by a third party regarding RIVER ROCK ACADEMY LLC failure to comply with applicable State statutes or regulations and fails to fulfill any term, covenant or condition of this Agreement, causing LOYALSOCK TOWNSHIP SCHOOL DISTRICT to be a Defendant in litigation by a third party, RIVER ROCK ACADEMY LLC agrees to hold LOYALSOCK TOWNSHIP SCHOOL DISTRICT harmless and indemnify LOYALSOCK TOWNSHIP SCHOOL DISTRICT including costs and attorney fees.

**INSURANCE:** RIVER ROCK ACADEMY LLC will carry liability insurance for its employees and the program. A Class "A+" Liability Insurance Policy carrying an Aggregate Limit of \$3,000,000.00 and \$2,000,000.00 limit per occurrence will be purchased. The term for this policy runs yearly from April 19<sup>th</sup> to April 19<sup>th</sup> of the following year. A copy of the liability coverage is available to the District upon request and is on file in the administration office at [2124 Ambassador Circle Lancaster, PA 17603](#).

**INSOLVENCY OF PUBLIC SCHOOL:** If LOYALSOCK TOWNSHIP SCHOOL DISTRICT is or becomes insolvent, is declared a Distressed District under applicable Pennsylvania law, or is unable to pay any amounts due hereunder as said payments become due, then this contract shall automatically terminate upon the election of RIVER ROCK ACADEMY LLC and all payments required hereunder for the remaining Term shall be accelerated and become automatically due and payable to RIVER ROCK ACADEMY LLC within ten (10) days. If said payment is not received, all LOYALSOCK TOWNSHIP SCHOOL DISTRICT students and related records shall not be entitled to continue to be matriculated at RIVER ROCK ACADEMY LLC and said records shall be forwarded by RIVER ROCK ACADEMY LLC. If said payment is received, the matriculated LOYALSOCK TOWNSHIP

SCHOOL DISTRICT students shall be entitled to remain for the remainder of the applicable Term.

**TERMINATION - PUBLIC SCHOOL:** RIVER ROCK ACADEMY LLC agrees that the LOYALSOCK TOWNSHIP SCHOOL DISTRICT retains the right to terminate or not to renew this Agreement, after written notice of default and a thirty -day opportunity to cure said default by RIVER ROCK ACADEMY LLC.

**TERMINATION – APPROVED PRIVATE PROVIDER**

RIVER ROCK ACADEMY LLC retains the right to terminate or not to renew this Agreement, after written notice of default and a thirty- day opportunity to cure said default by LOYALSOCK TOWNSHIP SCHOOL DISTRICT for any of the following reasons:

- a. One or more material violations of this Agreement;
- b. Failure to timely comply with RIVER ROCK ACADEMY LLC requests for information regarding any matriculated students, or failure to cooperate with RIVER ROCK ACADEMY LLC staff regarding matriculation procedures set forth herein;
- c. Failure to make any payment required hereunder or pay any RIVER ROCK ACADEMY LLC invoice when due;
- d. Violations of any provision in Act 48 of the Pennsylvania School Code;
- e. Violations of any provisions of state or federal law from which LOYALSOCK TOWNSHIP SCHOOL DISTRICT has not been exempted; LOYALSOCK TOWNSHIP SCHOOL DISTRICT or their Board of School Directors has been indicted for and convicted of fraud;

**COMPLIANCE - STATE REGULATIONS:** RIVER ROCK ACADEMY LLC agrees that as a Private Alternative Education Institution it must comply with all of the statutory requirements identified in 24 P.S. 1902-E (3). LOYALSOCK TOWNSHIP SCHOOL DISTRICT agrees that it shall comply with all applicable Special Education requirements in accordance with State and Federal Law.

**ASSIGNMENT:** RIVER ROCK ACADEMY LLC agrees that this Agreement may not be assigned or transferred by RIVER ROCK ACADEMY LLC except to a successor in interest to all or substantially all of the assets or equity interests in RIVER ROCK ACADEMY LLC and that this Agreement shall be binding upon and inure to the benefit of the successors and assigns of RIVER ROCK ACADEMY LLC and the LOYALSOCK TOWNSHIP SCHOOL DISTRICT.

**COMPLIANCE:** RIVER ROCK ACADEMY LLC agrees that this Agreement is subject to all applicable Federal, State and local laws and regulations, policies and



procedures of the Commonwealth of Pennsylvania, Department of Education and the Federal Government.

**SEPARABILITY:** RIVER ROCK ACADEMY LLC agrees that in the event that any provision of this Agreement shall or become invalid or unenforceable in whole or in part for any reason whatsoever, the remaining provisions shall, nevertheless, be valid and binding as if such invalid or unenforceable provision had not been contained in this Agreement.

**JURISDICTION AND VENUE:** Lycoming County, Pennsylvania This agreement has been made in the Commonwealth of Pennsylvania and shall be interpreted and enforced under the laws of the Commonwealth of Pennsylvania. Both parties agree that the Court of Common Pleas of Lycoming shall be the appropriate venue for any dispute involving this agreement.

**MISCELLANEOUS.** This Agreement may be executed in counterpart. Facsimile copies of signatures shall serve as acceptable substitutes for original signatures, and shall be legally binding.

By executing this Agreement, each party hereto ratifies that all necessary Board action has been approved and obtained prior to the execution hereof and each party shall be entitled to rely upon the compliance with said rules, regulations and statutes. All notices required under this agreement shall be delivered via certified mail, return receipt requested or Federal Express delivery service to the following parties at the addresses set forth below:

RIVER ROCK ACADEMY LLC  
2124 Ambassador Circle  
Lancaster, PA 17603

**ENTIRE AGREEMENT.** This Agreement contains the entire understanding among the parties hereto with respect to the subject matter hereof, and supersedes all prior and contemporaneous agreements and understandings, inducements or conditions, express or implied, oral or written, except as herein contained. The express terms hereof control and supersede any course of performance and/or usage of the trade inconsistent with any of the terms hereof. This Agreement may not be modified or amended other than by an agreement in writing, duly signed by all parties. No delay or forbearance by RIVER ROCK ACADEMY LLC in exercising any right or remedy hereunder or in undertaking or performing any act or matter which is not expressly required to be undertaken by RIVER ROCK ACADEMY LLC shall be construed, respectively, to be a waiver of RIVER ROCK ACADEMY LLC rights or to represent any agreement by RIVER ROCK ACADEMY LLC to undertake or perform such act or matter thereafter.

**NONDISCRIMINATION.** RIVER ROCK ACADEMY LLC agrees that it will abide by all federal and state laws prohibiting discrimination in admissions, employment

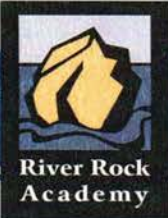
and operation on the basis of disability, race, creed, gender, national origin, religion, ancestry, need for special education services, subject to RIVER ROCK ACADEMY LLC right to receive waivers from the same or RIVER ROCK ACADEMY LLC rights of noncompliance as set forth in Act 48 or other legal standard.

\_\_\_\_\_  
Chief School Officer of LOYALSOCK TOWNSHIP  
SCHOOL DISTRICT

\_\_\_\_\_  
Date

*Christina Spielbauer*  
\_\_\_\_\_  
Christina Spielbauer, Sr. Vice President  
River Rock Academy LLC

4/03/2025  
\_\_\_\_\_  
Date



## River Rock Academy Administration

2124 Ambassador Circle • Lancaster, PA 17603 • Ph: 717-208-3349 • Fax: 717-517-7932

### CONTRACT FOR RESERVATION OF 5 SECONDARY SLOTS WITH RIVER ROCK ACADEMY 2025-2026 SCHOOL YEAR

1. Loyalsock Township School District agrees to reserve **5** secondary student slots from River Rock Academy or its assigns (hereinafter "River Rock Academy") for the Williamsport Campus (AEDY or Secondary Special Education 7-12) at a reduced per diem rate of \$154.00 for an annual cost of **\$142,450.00**.
2. Loyalsock Township School District agrees to pay \$142,450.00 over a ten (10) month period: **\$14,245.00** on a monthly basis for ten months.
3. River Rock Academy agrees to send Loyalsock Township School District a monthly invoice on the 15<sup>th</sup> of each month for ten (10) months for the monthly installment rate of \$14,245.00. School District shall pay the invoice within thirty (30) days of the invoice receipt. Any amounts due River Rock Academy under the terms of this Contract which are not paid within thirty (30) days of the invoice receipt shall accrue interest at the rate of 0.5% per month, or such portion thereof from the due date, until payment is received by River Rock Academy. In the event that River Rock Academy has to pursue collection to recover any unpaid amounts, the School District will be responsible for any costs of collection, including reasonable attorney's fees.
4. River Rock Academy agrees to hold 5 secondary student slots exclusively for Loyalsock Township School District for the 2025-2026 school year.
5. River Rock Academy agrees to send Loyalsock Township School District an itemized invoice detailing all Loyalsock Township School District students in the River Rock Academy programs and reconciling any costs by the 5<sup>th</sup> of each month. Any additional secondary students above the 5 secondary reserved slots will incur a per diem cost of \$246.00.
6. This agreement has been drafted with a mutual understanding between River Rock Academy and the District, that the District has an intention to pre-purchase 5 reserved student slots for the 2025-2026 school year. If this contract is not signed and returned to River Rock Academy by July 1, 2025, or by a date mutually agreed upon by both parties, then the request to reserve pre-purchased slots will be considered forfeited and this contract void. After July 1, 2025, an agreement for services contract may be provided by request for the District to receive services at the standard per diem rate of \$246.00.
7. River Rock Academy agrees to keep an open line of communication with the Loyalsock Township School District and provide a structured, disciplined, nurturing environment for their students.
8. River Rock Academy and the Loyalsock Township School District will collaborate in the development of an individualized instruction program for all students and the implementation of special education services for students identified. Special Education Services and provisions required under Chapter 14 of State Board of Education regulations will be strictly followed, including without limitations: (a.) a consultation with the student, parents/guardian will occur securing the student,



parents/guardians written approval to enroll the student in the program (34 CFR 300.345(c)); (b.) the student's I.E.P. will be updated to reflect the decision to enroll the student in the program. The referring district will also update the Evaluation Report prior to admission (34 CFR 300.343); (c.) Any services that are not provided by River Rock Academy or cannot be provided by River Rock Academy during the period of enrollment will be the responsibility of Loyalsock Township School District and the student shall be considered as a "dual enrollment" under applicable law; (d.) if a student is enrolled and it is later determined that the student should be evaluated under applicable Special Education provisions, including the I.D.E.A. "Child Find" provisions and related reporting (34 CFR 300.125), River Rock Academy will notify the referring public school. The referring district agrees to fully comply with the applicable law regarding the identification and evaluation of said student for Special Education Services; (e.) once a Special Education Student is enrolled, River Rock Academy will insure that the student's I.E.P. is updated by the referring district prior to enrollment and once the I.E.P. is received, Both parties will insure that all provisions of the I.E.P. are implemented during the education of the student through the use of a Certified Special Education Teacher, or a designee from the referring public school will monitor special education provisions, and ongoing communication with the student, parents/guardians, relevant teaching staff and administration. River Rock Academy agrees to update the student I.E.P. annually via a conference with student, parents/guardians, and a designated referring special education representative in accordance with applicable law.

9. In the event this Contract is terminated for any reason, River Rock Academy shall be reimbursed only for services actually performed up to the date of termination. School District shall receive a refund of any funds paid for services not provided. The placement of any student at River Rock Academy may be terminated by either party upon at least twenty-one (21) days' written notice to the other party. School District shall remain obligated to pay all amounts due to River Rock Academy through the placement termination and such obligation shall survive any termination of this Agreement.
10. River Rock Academy agrees that any individual who will be in direct contact with students shall possess the following valid clearances and certifications:
  - a) PA Child Abuse History Clearance (Act 151);
  - b) Federal Criminal History Records (Act 114);
  - c) Pennsylvania Background Checks (Act 34)

River Rock Academy agrees to bear any costs or fees associated with obtaining these clearances and certifications. River Rock Academy agrees to provide proof of the aforementioned clearances upon request by the School District.

11. School District and River Rock Academy agree to indemnify, defend, and hold each other harmless from any claims, losses, suits or damages caused by or arising from the negligence or willful misconduct of their respective agents and employees.
12. All student information of any kind, including (without limitation) confidential student data, shall be kept strictly confidential by School District and River Rock Academy, and shall not be used or disclosed for any purpose except as provided in this Contract. This obligation of confidentiality shall survive the expiration or termination of this Contract. As used herein, the term "confidential Student data" shall include, without limitation, any personal or identifying Student information, names, addresses, date of birth, social security or other identification numbers, attendance records, grades, test results, assessments, work product, disciplinary records, and any information deemed to be a "student record" under the Family Educational Rights and Privacy Act."

13. River Rock Academy and School District consent and agree that any legal proceedings relating to the subject matter hereof shall be maintained in the Court of Common Pleas in the county in which River Rock Academy is located, or, if applicable, the United States District Court of the Middle District of Pennsylvania, and all Parties hereto consent and agree that jurisdiction and venue for such proceedings shall lie exclusively within said courts. Service of process in any such proceeding may be made by certified mail, return receipt requested, directed to the respective Party at the address set forth at the end of this Contract.
14. No change, amendment or modification to this Contract shall be effective unless it is in writing and signed by both the School District's and River Rock Academy's authorized personnel.
15. School District represents and warrants that the individual executing this Contract is duly authorized to execute and deliver this Contract on its behalf and this Contract is a valid and binding obligation of School District

Thank you for this opportunity to serve the Loyalsock Township School District.

*Christina Spielbauer*

Christina Spielbauer  
Senior Vice President

\_\_\_\_\_  
Loyalsock Township School District  
Authorized Signer



Book	Policy Manual
Section	200 Pupils
Title	Hazing
Code	247
Status	

### **Purpose**

The purpose of this policy is to maintain a safe, positive environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the district and are prohibited at all times.

### **Definitions**

**Hazing** occurs when a person intentionally, knowingly or recklessly, for the purpose of initiating, admitting or affiliating a student with an organization, or for the purpose of continuing or enhancing membership or status in an organization, causes, coerces or forces a student to do any of the following:[\[1\]](#)

1. Violate federal or state criminal law.
2. Consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm.
3. Endure brutality of a physical nature, including whipping, beating, branding, calisthenics or exposure to the elements.
4. Endure brutality of a mental nature, including activity adversely affecting the mental health or dignity of the individual, sleep deprivation, exclusion from social contact or conduct that could result in extreme embarrassment.
5. Endure brutality of a sexual nature.
6. Endure any other activity that creates a reasonable likelihood of bodily injury to the student.

**Aggravated hazing** occurs when a person commits an act of hazing that results in serious bodily injury or death to the student and:[\[2\]](#)

1. The person acts with reckless indifference to the health and safety of the student; or
2. The person causes, coerces or forces the consumption of an alcoholic liquid or drug by the student.



**Organizational hazing** occurs when an organization intentionally, knowingly or recklessly promotes or facilitates hazing.[3][4]

Any activity, as described above, shall be deemed a violation of this policy regardless of whether: [5]

1. The consent of the student was sought or obtained, or
2. The conduct was sanctioned or approved by the school or organization.

**Student activity or organization** means any activity, society, corps, team, club or service, social or similar group, operating under the sanction of or recognized as an organization by the district, whose members are primarily students or alumni of the organization. [6][7]

For purposes of this policy, **bodily injury** shall mean impairment of physical condition or substantial pain. [8]

For purposes of this policy, **serious bodily injury** shall mean bodily injury which creates a substantial risk of death or which causes serious, permanent disfigurement, or protracted loss or impairment of the function of any bodily member or organ. [8]

### **Authority**

The Board prohibits hazing in connection with any student activity or organization regardless of whether the conduct occurs on or off school property or outside of school hours. [4][5][7][9][10]

No student, parent/guardian, coach, sponsor, volunteer or district employee shall engage in, condone or ignore any form of hazing.

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

### **Discrimination/Harassment**

Every report of alleged hazing that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination or harassment shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a hazing investigation, potential issues of discrimination or harassment 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 or harassment as well as the incidents of alleged hazing. [11][12]

### **Delegation of Responsibility**

Students, parents/guardians, coaches, sponsors, volunteers and district employees shall be alert to incidents of hazing and shall report such conduct to the building principal or designee.

When a student's behavior indicates a threat to the safety of the student, other students, school employees, school facilities, the community or others, district staff shall report the student to the threat assessment team, in accordance with applicable law and Board policy. [13][14]

### **Guidelines**

In addition to posting this policy on the district's publicly accessible website, the district shall inform students, parents/guardians, sponsors, volunteers and district employees of the district's policy prohibiting hazing, including district rules, penalties for violations of the policy and the program established by the district for enforcement of the policy by means of [4]

{ } distribution of written policy

{**X**} publication in handbooks

{ } presentation at an assembly

{ } verbal instructions by the coach or sponsor at the start of the season or program

{ } posting of notice/signs.

This policy, along with other applicable district policies, procedures and Codes of Conduct, shall be provided to all school athletic coaches and all sponsors and volunteers affiliated with a student activity or organization, prior to coaching an athletic activity or serving as a responsible adult supervising, advising, assisting or otherwise participating in a student activity or organization, together with a notice that they are expected to read and abide by the policies, procedures and Codes of Conduct.[\[Z\]](#)

### Complaint Procedure

A student who believes that they have been subject to hazing is encouraged to promptly report the incident to the building principal or designee.

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

The Board directs that verbal and written complaints of hazing shall be provided to the building principal or designee, who shall promptly notify the Superintendent or designee of the allegations and determine who shall conduct the investigation. Allegations of hazing shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of hazing brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be hazing under this policy but merits review and possible action under other Board policies.

### Interim Measures/Law Enforcement

Upon receipt of a complaint of hazing, the building principal or designee, in consultation with the Superintendent or designee, shall determine what, if any interim measures should be put in place to protect students from further hazing, bullying, discrimination or retaliatory conduct related to the alleged incident and report. Such interim measures may include, but not be limited to, the suspension of an adult who is involved, the separation of alleged victims and perpetrators, and the determination of what the complaining student needs or wants through questioning.

Those receiving the initial report and conducting or overseeing the investigation will assess whether the complaint, if proven, would constitute hazing, aggravated hazing or organizational hazing and shall report it to law enforcement consistent with district practice and, as appropriate, consult with legal counsel about whether to report the matter to law enforcement at every stage of the proceeding. The decision to report a matter to law enforcement should not involve an analysis by district personnel of whether safe harbor provisions might apply to the person being reported, but information on the facts can be shared with law enforcement in this regard.[\[15\]](#)

*Referral to Law Enforcement and School Safety and Security Incident Reporting –*



For purposes of reporting hazing incidents to law enforcement in accordance with school safety and security reporting, the term **incident** shall mean an instance involving an act of violence; the possession of a weapon; the possession, use or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use or sale of alcohol or tobacco products; or conduct that constitutes an offense listed in the school safety and security provisions of School Code. [\[16\]](#)[\[17\]](#)[\[18\]](#)

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents committed by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the law enforcement agency that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with law enforcement and Board policies. [\[16\]](#)[\[17\]](#)[\[19\]](#)[\[20\]](#)[\[21\]](#)[\[22\]](#)

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the law enforcement agency that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian. [\[17\]](#)[\[22\]](#)[\[23\]](#)

In accordance with state law, the Superintendent shall annually, by July 31, report all new incidents to the PA Department of Education on the required form. [\[16\]](#)[\[19\]](#)[\[22\]](#)

#### Confidentiality

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

#### Retaliation

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

#### Consequences for Violations

##### *Safe Harbor –*

An individual needing medical attention or seeking medical attention for another shall not be subject to criminal prosecution if the individual complies with the requirements under law, subject to the limitations set forth in law. [\[15\]](#)

##### *Students –*

If the investigation results in a substantiated finding of hazing, the investigator shall recommend appropriate disciplinary action up to and including expulsion, as circumstances warrant, in accordance with the Code of Student Conduct. The student may also be subject to disciplinary action by the coach or sponsor, up to and including removal from the activity or organization. The fact of whether a student qualified for and received safe harbor under a criminal investigation shall be considered in assigning discipline. [\[4\]](#)[\[7\]](#)[\[15\]](#)[\[24\]](#)[\[25\]](#)

{X} In addition to other authorized discipline, building principals shall have the authority, after providing the student or students an informal hearing, to impose a fine of up to [\[4\]](#)[\[24\]](#)

{X} Fifty dollars (\$50)

{ } \_\_\_\_\_ dollars (\$\_\_\_\_)

on each student determined to have engaged in hazing in violation of this policy.

{X} When recommended disciplinary action results in a formal hearing before the Board, in addition to other authorized disciplinary consequences, the Board may also impose a fine of up to[4][25]

{X} One hundred fifty dollars (\$150)

{ } \_\_\_\_\_ dollars (\$\_\_\_\_\_)

on each student determined to have engaged in hazing in violation of this policy.

{X} When fines have not been paid, the Superintendent shall have the authority to direct that student diplomas and/or transcripts be withheld until payment in full is made or a payment plan is agreed upon. In cases of economic hardship, the Superintendent shall consider whether diplomas and/or transcripts should be released despite an unpaid fine.[4]

#### *Nonstudent Violators/Organizational Hazing -*

If the investigation results in a substantiated finding that a coach, sponsor or volunteer affiliated with the student activity or organization engaged in, condoned or ignored any violation of this policy, the coach, sponsor or volunteer shall be disciplined in accordance with Board policy and applicable laws and regulations. Discipline could include, but is not limited to, dismissal from the position as coach, sponsor or volunteer, and/or dismissal from district employment.[26]

If an organization is found to have engaged in organizational hazing, it shall be subject to the imposition of fines and other appropriate penalties. Penalties may include rescission of permission for that organization to operate on school property or to otherwise operate under the sanction or recognition of the district.

#### *Criminal Prosecution –*

Any person or organization that causes or participates in hazing may also be subject to criminal prosecution.[4]

#### **PSBA Revision 7/24 © 2024 PSBA**

Legal

[1. 18 Pa. C.S.A. 2802](#)

[2. 18 Pa. C.S.A. 2803](#)

[3. 18 Pa. C.S.A. 2804](#)

[4. 18 Pa. C.S.A. 2808](#)

[5. 18 Pa. C.S.A. 2806](#)

[6. 18 Pa. C.S.A. 2801](#)

[7. 24 P.S. 511](#)

[8. 18 Pa. C.S.A. 2301](#)

9. Pol. 122

10. Pol. 123

11. Pol. 103

12. Pol. 103.1

[13. 24 P.S. 1302-E](#)

14. Pol. 236.1

[15. 18 Pa. C.S.A. 2810](#)

[16. 24 P.S. 1319-B](#)

[17. 22 PA Code 10.2](#)

[18. 35 P.S. 780-102](#)

[19. 24 P.S. 1306.2-B](#)

[20. 22 PA Code 10.21](#)

[21. 22 PA Code 10.22](#)

22. Pol. 805.1

[23. 22 PA Code 10.25](#)

24. Pol. 218

25. Pol. 233

26. Pol. 317

[18 Pa. C.S.A. 2801 et seq](#)

[22 PA Code 10.23](#)

Pol. 113.1

Pol. 916

[247-Attach 1 Report Form.pdf \(421 KB\)](#)



Book	Policy Manual
Section	200 Pupils
Title	Bullying/Cyberbullying
Code	249
Status	

### **Purpose**

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

### **Definitions**

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

{ **x** } and/or outside a school setting,

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

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

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

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

### **Authority**

The Board prohibits all forms of bullying by district students. [\[1\]](#)

The Board encourages students who believe they or 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 shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of bullying brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be bullying under this policy but merits review and possible action under other Board policies.

When a student's behavior indicates a threat to the safety of the student, other students, school employees, school facilities, the community or others, district staff shall report the student to the threat assessment team, in accordance with applicable law and Board policy.[\[2\]](#)[\[3\]](#)

### Discrimination/Harassment

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 or harassment shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a bullying investigation, potential issues of discrimination or harassment 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 or harassment as well as the incidents of alleged bullying.[\[4\]](#)[\[5\]](#)

### Confidentiality

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

### Retaliation

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

### **Delegation of Responsibility**

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

The Superintendent or designee shall develop administrative regulations to implement 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:[\[1\]](#)[\[6\]](#)

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

### **Guidelines**

The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.[\[1\]](#)[\[7\]](#)[\[8\]](#)

This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district website.[\[1\]](#)

### 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.[\[1\]](#)[\[9\]](#)[\[10\]](#)[\[11\]](#)

### Consequences for Violations

A student who violates this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include:[\[1\]](#)[\[7\]](#)[\[12\]](#)

1. {x } Counseling within the school.
2. {x } Parental conference.
3. {x } Loss of school privileges.
4. {x } Transfer to another school building, classroom or school bus.
5. {x } Exclusion from school-sponsored activities.
6. {x } Detention.
7. {x } Suspension.
8. {x } Expulsion.
9. {x } Counseling/Therapy outside of school.
10. {x } Referral to law enforcement officials.

### **PSBA Revision 7/24 © 2024 PSBA**

Legal

[1. 24 P.S. 1303.1-A](#)

[2. 24 P.S. 1302-E](#)

3. Pol. 236.1

4. Pol. 103

5. Pol. 103.1

6. Pol. 805.1

7. Pol. 218

[8. 22 PA Code 12.3](#)

[9. 20 U.S.C. 7118](#)

[10. 24 P.S. 1302-A](#)

11. Pol. 236

12. Pol. 233

Pol. 113.1



Book	Policy Manual
Section	200 Pupils
Title	Dating Violence
Code	252
Status	

### **Purpose**

The purpose of this policy is to maintain a safe, positive learning environment for all students that is free from dating violence. Dating violence is inconsistent with the educational goals of the district and is prohibited at all times.

### **Definitions**

**Dating partner** shall mean a person, regardless of gender, involved in an intimate relationship with another person, primarily characterized by the expectation of affectionate involvement, whether casual, serious or long-term.[1]

**Dating violence** shall mean behavior where one person uses threats of, or actually uses, physical, sexual, verbal or emotional abuse to control the person's dating partner.[1]

### **Authority**

The Board encourages students who have been subjected to dating violence to promptly report such incidents.

The district shall investigate promptly all complaints of dating violence and shall administer appropriate discipline to any student who violates this policy.[2]

When a student's behavior indicates a threat to the safety of the student, other students, school employees, school facilities, the community or others, district staff shall report the student to the threat assessment team, in accordance with applicable law and Board policy.[3][4]

### **Discrimination/Harassment**

Every report of alleged dating violence that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination or harassment shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a dating violence investigation, potential issues of discrimination or harassment 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 or harassment as well as the incidents of alleged dating violence.[5][6]

## Discipline of Student Convicted or Adjudicated of Sexual Assault

Upon notification of a conviction or adjudication of a student in this district for sexual assault against another student enrolled in this district, the district shall comply with the disciplinary requirements established by state law and Board policy.[7][8]

### **Guidelines**

#### Complaint Procedure

When a student believes that they have been subject to dating violence, the student is encouraged to promptly report the incident, orally or in writing, to the

{x } building principal.

{x } guidance counselor.

{ x } classroom teacher.

The building principal shall conduct a timely, impartial, and comprehensive investigation of the alleged dating violence.

The building principal shall prepare a written report summarizing the investigation and recommending disposition of the complaint. The complainant and the accused shall be informed of the outcome of the investigation.[1]

If the investigation results in a substantiated finding of dating violence, the building principal shall recommend appropriate disciplinary action, as circumstances warrant, in accordance with the Code of Student Conduct.[1][2]

The district shall document the corrective action taken and, where not prohibited by law, inform the complainant.

This policy on dating violence shall be:[1]

1. Published in the Code of Student Conduct.
2. Published in the Student Handbook.
3. Made available on the district's website, if available.
4. Provided to parents/guardians.

#### Dating Violence Training

The district may provide dating violence training to guidance counselors, nurses, and mental health staff at the high school as deemed necessary. At the discretion of the Superintendent, parents/guardians and other staff may also receive training on dating violence.[1]

#### Dating Violence Education

The district may incorporate age-appropriate dating violence education into the annual health curriculum framework for students in grades nine through twelve. The district shall consult with at least one (1) local domestic violence program or rape crisis program when developing the educational program.[1][9]



A parent/guardian of a student under the age of eighteen (18) shall be permitted to examine the instructional materials for the dating violence education program.[\[1\]](#)<sup>[10]</sup>

At the request of the parent/guardian, the student may be excused from all or part of the dating violence education program.[\[1\]](#)<sup>[11]</sup>

## **PSBA Revision 7/24 © 2024 PSBA**

Legal

[1. 24 P.S. 1553](#)

2. Pol. 218

[3. 24 P.S. 1302-E](#)

4. Pol. 236.1

5. Pol. 103

6. Pol. 103.1

7. Pol. 218.3

[8. 24 P.S. 1318.1](#)

[9. 71 P.S. 611.13](#)

10. Pol. 105.1

11. Pol. 105.2

[22 PA Code 12.12](#)

[20 U.S.C. 1232g](#)

[252-Attach 1 Report Form.pdf \(421 KB\)](#)



Book	Policy Manual
Section	200 Pupils
Title	Educational Opportunity for Military Children
Code	254
Status	

### **Purpose**

The Board recognizes the challenges encountered by children of military families due to the frequent moves and deployment of their parents/guardians. The Board is committed to eliminating barriers to student attendance, education and graduation; and to providing additional supports to children of military families in compliance with federal and state laws, regulations and Board policy.

### **Definitions**

**Active duty** – means full-time duty status in the active uniformed services of the United States, including members of the National Guard and reserve on active duty orders.[\[1\]](#)[\[2\]](#)

**Children of military families** - means a school-aged child, enrolled in kindergarten through twelfth grade, normally residing in the household of an active duty member **or in accordance with applicable law**. Specifically, this includes children of:[\[3\]](#)[\[4\]](#)

1. Active duty members of the uniformed services.
2. Members or veterans of the uniformed services who are severely injured and medically discharged or retired for a period of one (1) year after medical discharge or retirement.
3. Members of the uniformed services who die on active duty or as a result of injuries sustained on active duty for a period of one (1) year after death.
4. **Members of the National Guard or reserve who are required to move to perform responsibilities in their service, which results in the child having to transfer from a public school in another state to a public school in this state.**[\[4\]](#)

This does not include the children of:[\[3\]](#)

1. Inactive members of the National Guard and military reserves.
2. Members of the uniformed services now retired, except as otherwise stated in this policy.
3. Veterans of the uniformed services, except as otherwise stated in this policy.
4. Other United States Department of Defense personnel and other federal agency civilian and contract employees not defined as active duty members of the uniformed services.

**State Council** – an entity to coordinate the state’s participation and compliance among its government agencies, school entities and military installations.

**Uniformed services** – means the U.S. armed forces, Commissioned Corps of the National Oceanic and Atmospheric Administration, and the Commissioned Corps of the Public Health Service.[\[5\]](#)

**U.S. armed forces** – means the Army, Navy, Air Force, Marine Corps, Coast Guard and Space Force.[\[5\]](#)

### **Authority**

The Board directs the district to comply with the provisions of the Interstate Compact on Educational Opportunity for Military Children (Compact) and this Board policy by:[\[3\]](#)[\[6\]](#)

1. Facilitating the timely enrollment of children of military families and ensuring that they are not placed at a disadvantage due to difficulty in the transfer of education records from previous school districts or variations in entrance/age requirements.[\[7\]](#)[\[8\]](#)[\[9\]](#)[\[10\]](#)
2. Facilitating the student placement process through which children of military families are disadvantaged by variations in attendance requirements, scheduling, sequencing, grading, course content or assessment.[\[11\]](#)[\[12\]](#)[\[13\]](#)[\[14\]](#)[\[15\]](#)
3. Facilitating the qualification and eligibility for enrollment, educational programs and participation in extracurricular, academic, athletic and social activities.[\[16\]](#)[\[17\]](#)[\[18\]](#)
4. Facilitating the on-time graduation of children of military families.[\[19\]](#)
5. Providing for the promulgation and enforcement of administrative rules implementing the provisions of the Compact.
6. Providing for the uniform collection and sharing of information between and among states, schools and military families under the Compact.
7. Promoting coordination between the Compact and other compacts affecting military children.
8. Promoting flexibility and cooperation between the educational system, parents/guardians and the student in order to achieve educational success for the student.

### **Advance Enrollment**

In addition to the provisions of the Compact, the district shall enroll children of a parent/guardian who is an active duty member of the U.S. armed forces, including a reserve component, that has received official military orders to transfer into or within Pennsylvania, prior to establishing residency in this district.[\[7\]](#)[\[9\]](#)[\[20\]](#)

The parent/guardian shall provide the following:[\[7\]](#)[\[20\]](#)[\[21\]](#)

1. A copy of the official military order.
2. Proof of intent to move into this district, which may include:[\[20\]](#)
  - a. A signed contract to buy a home.
  - b. A signed lease agreement.

c. A statement from the parent/guardian stating their intent to move into the district.

Within forty-five (45) days after the arrival date specified in the military orders, the parent/guardian shall provide the district with proof of residence in this district. [\[20\]](#)

The Board shall ensure that children of military families have equal access to the same educational programs, activities and services provided to other district students.

### **Delegation of Responsibility**

The Superintendent shall be authorized to waive specific requirements in Board policies, procedures and administrative regulations to the extent that they create barriers for the enrollment, placement and attendance of children of military families. [\[7\]](#)[\[8\]](#)[\[9\]](#)[\[12\]](#)[\[16\]](#)[\[17\]](#)[\[19\]](#)[\[22\]](#)

The Superintendent or designee shall collaborate with the military family education liaison designated by the State Council, school staff, sending schools, local agencies and other entities in supporting the needs of children of military families.

### **Guidelines**

Children of military families enrolled in this district shall be provided support and services, as appropriate to each individual student's needs, in accordance with the Compact and Board policy. [\[23\]](#)[\[24\]](#)[\[25\]](#)[\[26\]](#)[\[27\]](#)

### **PSBA Revision 9/24 © 2024 PSBA**

Legal

[1. 10 U.S.C. 12301 et seq](#)

[2. 10 U.S.C. 12401 et seq](#)

[3. 24 P.S. 7302](#)

[4. 24 P.S. 1184](#)

[5. 10 U.S.C. 101](#)

[6. 24 P.S. 7301](#)

7. Pol. 200

8. Pol. 201

9. Pol. 202

10. Pol. 216

11. Pol. 127

12. Pol. 204

13. Pol. 206

14. Pol. 212

15. Pol. 215

16. Pol. 122

17. Pol. 123

18. Pol. 231

19. Pol. 217

[20. 24 P.S. 1302.1](#)

[21. 24 P.S. 1302](#)

22. Pol. 203

23. Pol. 103.1

24. Pol. 113

25. Pol. 114

26. Pol. 138

27. Pol. 918

Pol. 113.4

Pol. 115

Pol. 146

Pol. 209

Interstate Compact on Educational Opportunity for Military Children (MIC3)



Book	Policy Manual
Section	300 Employees
Title	Educator Misconduct
Code	317.1
Status	

### **Purpose**

The Board adopts this policy to promote the integrity of the education profession and to create a climate within district schools that fosters ethical conduct and practice.

### **Authority**

The Board requires certificated district employees to comply with the Code of Professional Practice and Conduct and the requirements of the Educator Discipline Act.[\[1\]](#)[\[2\]](#)

### **Definitions**

**Educator** - shall mean a person who holds a certificate.[\[3\]](#)

**Certificate** - shall mean any Commonwealth of Pennsylvania certificate, commission, letter of eligibility or permit issued under the School Code.[\[3\]](#)

**Sexual Abuse or Exploitation** - shall mean any of the following:[\[4\]](#)

1. The employment, use, persuasion, inducement, enticement or coercion of a child to engage in or assist another individual to engage in sexually explicit conduct, which includes, but is not limited to, the following:
  - a. Looking at the sexual or other intimate parts of a child or another individual for the purpose of arousing or gratifying sexual desire in any individual.
  - b. Participating in sexually explicit conversation either in person, by telephone, by computer or by a computer-aided device for the purpose of sexual stimulation or gratification of any individual.
  - c. Actual or simulated sexual activity or nudity for the purpose of sexual stimulation or gratification of any individual.
  - d. Actual or simulated sexual activity for the purpose of producing visual depiction, including photographing, videotaping, computer depicting or filming.
2. Any of the following offenses committed against a child: rape; statutory sexual assault; involuntary deviate sexual intercourse; sexual assault; institutional sexual assault;

aggravated indecent assault; indecent assault; indecent exposure; incest; prostitution; sexual abuse; unlawful contact with a minor; or sexual exploitation.

**Sexual Misconduct** - any act, including, but not limited to, any verbal, nonverbal, written or electronic communication or physical activity, directed toward or with a child or student that is designed to establish a romantic or sexual relationship with the child or student, such acts include but are not limited to:[\[3\]](#)

1. Sexual or romantic invitation.
2. Dating or soliciting dates.
3. Engaging in sexualized or romantic dialog.
4. Making sexually suggestive comments.
5. Self-disclosure or physical disclosure of a sexual or erotic nature.
6. Any sexual, indecent, romantic or erotic contact with a child or student.

### **Delegation of Responsibility**

#### **Duty to Report**

The Superintendent or designee shall report to the Pennsylvania Department of Education on the required form, within fifteen (15) days of receipt of notice from an educator or discovery of the incident, any educator:[\[5\]](#)

1. Who has been provided with notice of intent to dismiss or remove for cause, notice of nonrenewal for cause, notice of removal from eligibility lists for cause, or notice of intent not to reemploy for cause.
2. Who has been arrested or indicted for, or convicted of any crime that is graded a misdemeanor or felony.
3. Against whom there are any allegations of sexual misconduct or sexual abuse or exploitation involving a child or student.
4. Where there is reasonable cause to suspect that s/he has caused physical injury to a child or student as the result of negligence or malice.
5. Who has resigned or retired or otherwise separated from employment after a school entity has received information of alleged misconduct under the Educator Discipline Act.
6. Who is the subject of a report filed by the school entity under 23 Pa. C.S. Ch. 63 (relating to child protective services).[\[6\]](#)
7. Who the school entity knows **or suspects** to have been named as a perpetrator of an indicated or founded report under 23 Pa. C.S. Ch. 63.

An educator who knows of any action, inaction or conduct which constitutes sexual abuse or exploitation or sexual misconduct under the Educator Discipline Act shall report such misconduct to the Pennsylvania Department of Education on the required form, and shall report such misconduct to the Superintendent and his/her immediate supervisor, within fifteen (15) days of discovery of such misconduct.[\[5\]](#)

All reports submitted to the Pennsylvania Department of Education shall include an inventory of all information, including: documentary and physical evidence in possession or control of the school relating to the misconduct resulting in the report.[\[5\]](#)

An educator who is arrested or convicted of a crime shall report the arrest or conviction to the Superintendent or designee, within seventy-two (72) hours of the occurrence, in the manner prescribed in Board policy.[\[5\]](#)[\[7\]](#)[\[8\]](#)

Failure to comply with the reporting requirements may result in professional disciplinary action.[\[9\]](#)

## **Guidelines**

### **Investigation**

School officials shall cooperate with the Pennsylvania Department of Education during its review, investigation, or prosecution, and shall promptly provide the Pennsylvania Department of Education with any relevant information and documentary and physical evidence upon request.[\[10\]](#)

Upon receipt of notification in writing from the Pennsylvania Department of Education, the Superintendent or designee shall investigate the allegations of misconduct as directed by the Department and may pursue its own disciplinary procedure as established by law or by collective bargaining agreement.[\[10\]](#)

Within ninety (90) days of receipt of notification from the Pennsylvania Department of Education directing the school district to conduct an investigation (extensions may be requested), the Superintendent or designee shall report to the Department the outcome of its investigation and whether it will pursue local employment action. The Superintendent or designee may make a recommendation to the Department concerning discipline. If the district makes a recommendation concerning discipline, it shall notify the educator of such recommendation.[\[10\]](#)

### **Discrimination/Harassment**

Whenever the allegations underlying a report of educator misconduct include conduct that appears to constitute harassment or other discrimination, including Title IX **sex-based discrimination or** harassment, subject to policies and procedures specific to such conduct, the Title IX Coordinator shall be promptly notified and shall respond to such allegations as provided in the applicable Board policies. Whenever an investigation by the district of educator misconduct reveals indications of conduct by any person that appears to constitute harassment or other discrimination, including Title IX **sex-based discrimination or** harassment, the Title IX Coordinator shall be promptly notified and shall respond to such allegations as provided in policies specific to such **conduct**. To the extent feasible, investigations shall be conducted jointly with investigations by the district of educator misconduct.[\[11\]](#)[\[12\]](#)

### **Confidentiality Agreements**

The district shall not enter into confidentiality or other agreements that interfere with the mandatory reporting requirement.[\[10\]](#)

### **Confidentiality**

Except as otherwise provided in the Educator Discipline Act, all information related to any complaint, any complainant, or any proceeding related to discipline under the Educator Discipline Act shall remain confidential unless or until public discipline is imposed.[\[13\]](#)

### **Immunity**



Any person who, in good faith, files a complaint or report, or who provides information or cooperates with the Pennsylvania Department of Education or Professional Standards and Practices Commission in an investigation or proceeding shall be immune from civil liability. The district also is immune from civil liability for the disclosure of information about the professional conduct of a former or current employee to a prospective employer of that employee. [\[14\]](#)

## **PSBA Revision 7/24 © 2024 PSBA**

### Legal

[1. 22 PA Code 235.1 et seq](#)

[2. 24 P.S. 2070.1a](#)

[3. 24 P.S. 2070.1b](#)

[4. 23 Pa. C.S.A. 6303](#)

[5. 24 P.S. 2070.9a](#)

6. Pol. 806

[7. 24 P.S. 111](#)

8. Pol. 317

[9. 24 P.S. 2070.9c](#)

[10. 24 P.S. 2070.11](#)

11. Pol. 103

12. Pol. 104

[13. 24 P.S. 2070.17b](#)

[14. 24 P.S. 2070.17a](#)

[23 Pa. C.S.A. 6301 et seq](#)

[24 P.S. 2070.1a et seq](#)



*The groundwork for success.*

February 27, 2025  
**CMT Proposal No.: 2504200**

Mr. Dan Egly  
Loyalsock Township School District  
1605 Four Mile Drive  
Williamsport, PA 17701

Re: Site Testing and Inspection Proposal  
Loyalsock Jr./Sr. High School Joint Accessory Parking Lot  
Loyalsock Township, Lycoming County, PA

Dear Mr. Egly:

We are pleased to submit a proposal for site testing and inspection services. Our scope of services will include conducting concrete and soil/asphalt testing and related laboratory tests on an as-requested basis by the Client. Our services will be completed on a time-and-materials basis, according to the enclosed Condensed Fee Schedule. Based on our experience with projects of a similar size and scope, we estimate that the total cost for our services will be approximately **\$22,500.00**; however, note that this is only an estimate and that the total value is dependent on project management and construction efficiencies, which are beyond our control.

Please sign and return the attached Proposal Acceptance and Work Authorization Agreement. Also, we have attached our General Terms and Conditions Sheet with this proposal.

If you have any questions or require any additional information, please do not hesitate to contact us.

Respectfully submitted,

CMT LABORATORIES, INC.

Shad E. Hoover, P.E.

Enclosures: Unit Rate Schedule  
Proposal Acceptance and Work Authorization Agreement

**UNIT RATE SCHEDULE (2504200)**

Concrete/Soil Technician and Sample Collection (portal to portal)	\$65.00 per hour
Certified Professional Soil Scientist (portal to portal)	\$130.00 per hour
Professional Engineer - Soil Bearing Verification and Report Review (portal to portal)	\$130.00 per hour
Modified/Standard Proctor (ASTM D698/D1557)	\$175.00 each
USCS Classification	\$250.00 each
Concrete Cylinders	\$25.00 each

We do not charge for mileage. Portal to portal travel time is charged based on the amount of time reasonably required to travel to and from the project site from our facility. For this project, the minimum portal to portal travel time per trip is 2.5 hours (State College).

**PROPOSAL ACCEPTANCE AND WORK AUTHORIZATION AGREEMENT**

THIS AGREEMENT is entered into as of the 27<sup>th</sup> day of February, 2025, by and between CMT Laboratories, Inc., 2701 Carolean Industrial Drive, State College, Pennsylvania 16801 ("CMT") and Loyalsock Township School District, 1605 Four Mile Drive, Williamsport, PA 17701 (the "Client"). The parties agree as follows:

**SERVICES:** CMT agrees to provide to Client and Client authorizes CMT to provide the services described in CMT's Proposal dated February 27, 2025, which is incorporated by reference, for the project described in the Proposal (the "Project"). The services are provided for the sole benefit of Client. There are no third-party beneficiaries of this Agreement.

**PAYMENT:** Client agrees to pay for all services and expenses incurred by CMT in accordance with the Proposal and the terms of this Agreement. Invoices will be rendered to Client on a monthly basis and upon completion of CMT's services. Invoices are due and payable upon receipt. Any questions regarding the invoiced terms or amounts shall be addressed to CMT within fifteen (15) days of the date of the invoice. Otherwise, the invoice shall be considered correct, payable, and not disputed by Client. If the invoice is not paid in full within thirty (30) days after the date of the invoice, Client further agrees to pay interest of 1 ½ % per month (compounded) from the date of the invoice on the unpaid balance until the invoice is paid in full. Client agrees that such interest is a separate debt from the invoiced amount. If CMT retains a collection agency, attorney or other person or entity to collect invoices and/or interest, Client agrees to pay the fees imposed by such collection agency, attorney or other person or entity, as well as all other costs of collection.

**CLIENT RESPONSIBILITIES:** Client shall provide the following and shall bear the costs therefore:

1. Name a person to act as Client's representative with respect to the services to be provided under this Agreement. Such person shall have complete authority to transmit instructions, receive information, and interpret and define Client's decisions with respect to CMT's services.
2. Assist CMT by furnishing to CMT all available information pertinent to the Project; all of which CMT may rely upon in performing its services.
3. Arrange for access to and make provisions for CMT to enter upon property as CMT desires in the performance of its services.

**GENERAL TERMS AND CONDITIONS:** This Agreement is subject to the attached General Terms and Conditions

**CLIENT ACCEPTANCE AND  
AUTHORIZATION TO PROCEED**

**CMT LABORATORIES, INC.**

The Terms and Conditions of this Agreement are accepted by Client and CMT is authorized to proceed with the work as described.

\_\_\_\_\_  
(Signature of Authorized Representative)

  
\_\_\_\_\_  
(Signature of Authorized Representative)

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
Shad E. Hoover, P.E.  
(Printed Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
Principal  
(Title)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
February 27, 2025  
(Date)

## **GENERAL TERMS AND CONDITIONS – PROPOSAL NO. 2504200**

**SCOPE OF WORK:** CMT Laboratories, Inc. (CMT) will perform the services described in this Agreement and invoice Client in accordance with the fee schedule included in this Agreement. CMT will provide additional services under this Agreement only if requested by Client and expressly agreed to by CMT. CMT will invoice Client for additional services in accordance with the fee schedule in this Agreement or at rates negotiated at the time the additional services are requested. Client agrees to pay each invoice in full within thirty (30) calendar days after the date of the invoice. Services not expressly set forth in this Agreement or expressly agreed to by CMT are excluded from CMT's scope of work and CMT assumes no duty to Client to perform such services or to provide opinions related to such services.

**STANDARD OF CARE:** CMT will endeavor to perform services under this Agreement in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances at the same time and in the same locality. Upon notice to CMT and by mutual agreement between the parties, CMT will, without additional compensation, correct those services not meeting such a standard. The said correction shall be CMT's sole responsibility to Client. **CMT MAKES NO GUARANTEES OR WARRANTIES, EITHER EXPRESS OR IMPLIED.**

**DELAYS:** Client agrees that CMT shall not be responsible for any damages arising directly or indirectly from any delays for causes beyond CMT's control. For purposes of this Agreement, such causes include, but are not limited to, strikes or other labor disputes, weather disruptions; natural disasters, fires, riots, war, emergencies, acts of God, failure of any government agency to act in timely manner, failure of performance or delays caused by Client or Client's contractors or consultants, or discovery of any hazardous substances or differing site conditions.

**SAFETY:** CMT shall not be responsible for any condition of the Project site or site safety. Neither the professional activities of CMT, nor the presence of CMT or its employees and consultants at the Project site, shall relieve Client or any of its contractors of their obligations for maintaining a safe job site, or be construed to imply that CMT has any responsibility for safety.

**INDEMNIFICATION:** Client shall indemnify and hold harmless CMT, its officers, directors, employees, consultants and anyone for whose acts CMT may be held liable, from and against any and all claims, suits, demands, liabilities, losses, damages and costs, including attorneys' fees and defense costs, arising or allegedly arising out of or in any way related to this Agreement or the Project, but not to the extent that any claims, suits, demands, liabilities, losses, damages and costs result directly from the negligence of CMT.

**OWNERSHIP OF INSTRUMENTS OF SERVICE/RELIANCE:** Reports, data, surveys, plans, and other project information are expected to be provided to CMT by Client and/or Client's consultants. CMT may use such information in performing its services and is entitled to rely upon the accuracy and completeness thereof. The Client acknowledges that CMT's documents, including geotechnical reports, test boring logs, test pit logs, electronic files, and other documents produced by CMT, are CMT's instruments of professional service for use on this Project. The final documents prepared by CMT pursuant to this Agreement will become the property of Client only upon completion of the services **and** payment in full of all CMT invoices and all monies owed to CMT. Client shall not use, reuse or make any modification to the documents prepared by CMT without CMT's prior written authorization. Client agrees, to the fullest extent permitted by law, to indemnify, defend and hold harmless CMT, its officers, directors, employees, consultants and anyone for whose acts CMT may be held liable, from and against any and all claims, suits, demands, liabilities, losses, damages and costs, including attorneys' fees and defense costs, arising or allegedly arising out of or in any way connected with the unauthorized use, reuse or modification of the documents by Client or any person or entity.

**HAZARDOUS MATERIALS:** As used in this Agreement, the term hazardous materials shall mean any substances, including but not limited to asbestos, toxic or hazardous waste, PCBs, combustible gases and materials, petroleum or radioactive materials, or any other substances under any conditions and in such quantities as would pose a substantial danger to persons or property exposed to such substances. Client agrees, notwithstanding any other provision of this Agreement, to the fullest extent permitted by law, to indemnify, defend and hold harmless CMT, its officers, directors, employees, consultants and anyone for whose acts CMT may be held liable, from and against any and all claims, suits, demands, liabilities, losses, damages and costs, including attorneys' fees and defense costs, arising or allegedly arising out of or in any way connected with the detection, presence, handling, removal, abatement, or disposal of any hazardous materials.

**MEDIATION:** Unless the parties agree otherwise, all Client claims, suits, demands, liabilities, losses, damages and costs arising or allegedly arising out of or in any way related to this Agreement or the Project shall be submitted to mediation under the Construction Industry Mediation Procedures of the American Arbitration Association before Client commences litigation.

**ASSIGNMENT/THIRD PARTY BENEFICIARY:** All duties and responsibilities undertaken pursuant to this Agreement shall be for the sole and exclusive benefit of Client and CMT, and not for the benefit of any other party. There shall be no third-party beneficiaries of this Agreement. Neither party to this Agreement shall transfer, sublet or assign any rights under or interest in this Agreement without the prior written consent of the other party, except that CMT may, at its discretion, utilize consultants in the performance of the work.

**CONSEQUENTIAL DAMAGES:** Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, CMT and Client shall not be liable to the other and neither shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to this Agreement or the Project. These mutual waivers of consequential damages shall include, but are not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation or any other consequential damages.

**LIMITATION OF LIABILITY:** Client agrees, to the fullest extent permitted by law, that CMT's total liability to Client for any and all claims, suits, demands, liabilities, losses, damages and costs whatsoever, arising out of or in any way related to this Agreement or the Project, shall not exceed the amount of CMT's fees or \$50,000, whichever is more. A higher limit may be negotiated and agreed upon in writing.

**TERMINATION:** Either party may terminate this Agreement for cause upon giving the other party not less than seven (7) calendar days' written notice. Client may terminate this Agreement for Client's convenience and without cause upon giving CMT not less than seven (7) calendar days' written notice. In the event of termination of this Agreement by either party, Client shall within thirty (30) calendar days of termination pay CMT for all services rendered and all reimbursable costs incurred by CMT up to the date of termination, in accordance with the payment provisions of this Agreement.

**STATUTES OF REPOSE AND LIMITATION:** All causes of action between the parties to this Agreement shall accrue and any applicable statutes of repose and limitation shall begin to run not later than the date CMT's services are completed or terminated.

**FAILURE TO FOLLOW RECOMMENDATIONS:** Client agrees, notwithstanding any other provision of this Agreement, to the fullest extent permitted by law, to indemnify, defend and hold harmless CMT, its officers, directors, employees, consultants and anyone for whom CMT may be held liable from and against any and all claims, suits, demands, liabilities, losses, damages and costs, including attorneys' fees and defense costs, arising out of or in any way resulting from the failure to implement CMT's recommendations.

**BID FORM**  
**Site Construction**

**To: Loyalsock Township School District**  
1605 Four Mile Drive  
Williamsport, PA 17701

**For: LTSD Accessory Parking Lot - West**  
1801 Loyalsock Drive  
Williamsport, PA 17701

We have received the Contract Documents consisting of E&S & PCSM Drawings. We have also received such Addenda as issued and listed below, and have included their provisions in the Bid. We have examined both the Drawings and the Site and submit the following Bid.

In submitting this Bid, we agree and certify:

1. To hold our bid open for a period of ninety (90) calendar days after date of the opening bids.
2. To accept the provisions of the Instructions to Bidders regarding disposition of Bid Security.
3. To enter into and execute a Contract, if awarded on the basis of this bid, and to furnish Guarantee Bonds.
4. To accomplish the Work in accordance with the Contract Documents.
5. To complete all Work within sixty eight (68) calendar days.
6. To pay, as liquid damages and not as a penalty, the sum of \$500.00 for each consecutive calendar day thereafter.
7. Bid Security in the form of Certified Check of Bid Form in the amount of 10% is submitted herewith in accordance with the requirements of the INSTRUCTIONS TO BIDDERS.

Indicate Bid Amount in the space provided below in both words and figures. Provide BID Breakdown on Sheet 4 of 4. In case of discrepancy, the higher amount will govern.

**BID FORM**  
**Site Construction**

We will do all BASE BID Site Work, including all incidental work, for the lump-sum of

THREE HUNDRED NINE THOUSAND FIVE HUNDRED FIFTY DOLLARS (\$ 309,550.00 )  
 (SPELL OUT) (NUMERICAL)

We will do all ALTERNATE Work, including all incidental work, for the lump-sum of

MINUS EIGHTY FOUR THOUSAND DOLLARS (\$ -84,000.00 ) COST 3/5/18  
 (SPELL OUT) (NUMERICAL)

We will do all TOTAL (BASE BID+ALTERNATE) Work, including all incidental work, for the lump-sum of

TWO HUNDRED TWENTY FIVE THOUSAND FIVE HUNDRED FIFTY DOLLARS (\$ 225,550.00 )  
 (SPELL OUT) (NUMERICAL)

**ADDENDA:**

We hereby acknowledge receipt of the following Addenda, if any.

NOS.	ADDENDUM	DATE
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____

We have submitted herewith, Bid Security in the form of certified check or Bid Bond in the amount of 10% in accordance with the requirements of the Instructions to Bidders.

**BID FORM**  
**Site Construction**

**SIGNATURES:**

When Bidder is an individual:

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Bidder

WHEN BIDDER IS PARTERSHIP: \_\_\_\_\_

Legal Name of Partnership

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Partner

Address: \_\_\_\_\_

Signed: \_\_\_\_\_

Partner

Address: \_\_\_\_\_

Signed: \_\_\_\_\_

Partner

Address: \_\_\_\_\_

WHEN BIDDER IS A CORPORATION: GLENN O. HAWBAKER, INC.

Legal Name of Corporation

Incorporated under the laws of the state of Pennsylvania

Date: 2/14/2025

Signed: \_\_\_\_\_

Authorized Officer

Daniel R. Hawbaker, President

CORPORATE SEAL



Bid Form for LTSD Accessory Parking Lot - West (Project #24908)

2025-01-27

Base Bid		Bid Amount
1	Mobilization, General Conditions, Supervision, Layout (NOTE: Owner to engage and pay a testing & inspection firm, contractor to schedule w/ testing firm and meet all requirements (e.g. compacting, concrete, paving)).	7,500.00
2	E&S (e.g. RCE, erosion matting, filter sock, filter bag, temporary seeding, etc.)	10,750.00
3	Grading (e.g. topsoil removal, cut/fill, existing gravel adjustment, haul away excess, etc.)	23,600.00
4	Storm System (e.g. inlets, structures, piping, berms, infiltration trench, stone, end section, apron, etc.)	94,000.00
5	Site Lighting (e.g. concrete base, pole, fixtures, modifications, electrical tie-in for power as directed by the Owner)	15,000.00
6	Utility Cleanout Grade Adjustments & Concrete Curb	8,900.00
7	Asphalt, include saw cutting, demo, stone, base course, wearing, sealing, etc.	128,000.00
8	Misc. (e.g. signage, bumper blocks, ADA & line painting)	15,500.00
9	Topsoil, Fine Grading, Seeding	4,500.00
10	PCSM, Demobilization, & E&S Removal	1,800.00
Total Base Bid		309,550.00

Alternate Bid		Bid Amount
A1	Provide a DEDUCT if Owner purchases aggregate & asphalt. Owner will pay supplier directly based upon pre-agreed COSTAR pricing. Contractor to coordinate with Owner & supplier, and is responsible for scheduling, pickup/delivery, installation, etc. as if the contractor was purchasing	- 84,000.00
Total Alternate Bid		- 84,000.00

Total Bid (Base Bid - Alternate Bid)		Bid Amount
Overall Total (Base Bid + Alternate Bid)		225,550.00

NOTES

- For the Alternate Bid, use the following estimated quantities:  
 941 tons - Sub-Base, 2A  
 733 tons - Base Course, 25mm  
 383 tons - Wearing Course, 9mm  
 44 tons - Rock Construction Entrance, AASHTO #1  
 1 ton - Rip Rap, R-3  
 600 tons - Infiltration Trench, Clean 6" Minus
- If Alternate Bid is not accepted, Contractor is responsible for all aggregate & asphalt, independent of the estimated amounts listed above
- Descriptions above are not inclusive of all the work, material, items, supervision, and/or tools & equipment required to complete the project

# THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

## Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we

Glenn O. Hawbaker, Inc.

(Here insert full name and address or legal title of Contractor)

1952 Waddle Road, Suite 203 State College, PA 16803

as Principal, hereinafter called the Principal, and

Liberty Mutual Insurance Company

(Here insert full name and address or legal title of Surety)

175 Berkeley Street Boston, MA 02116

a corporation duly organized under the laws of the State of Massachusetts

as Surety, hereinafter called the Surety, are held and firmly bound unto

Loyalsock Township School District

(Here insert full name and address or legal title of Owner)

1605 Four Mile Drive Williamsport, PA 17701

as Obligee, hereinafter called the Obligee, in the sum of

Ten percent (10%) of the bid

Dollars (\$10% ),

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for

(Here insert full name, address and description of project)

Site Work for the Accessory Parking Lot-West Project

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this

6th

day of

March

19 2025

  
(Witness)

D. Michael Hawbaker, Secretary

  
(Witness)

Christina L. Heisey, Witness

Glenn O. Hawbaker, Inc.

(Principal)

(Seal)

(Title)

Daniel R. Hawbaker, President

Liberty Mutual Insurance Company

(Surety)

(Seal)

(Title)

Kristen D. Pedrick, Attorney-in-Fact





## POWER OF ATTORNEY

Liberty Mutual Insurance Company  
The Ohio Casualty Insurance Company  
West American Insurance Company

Certificate No: **8213098-019007**

**KNOWN ALL PERSONS BY THESE PRESENTS:** That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Kristen D. Pedrick; Robert N. Striewig, Jr.

all of the city of Mechanicsburg state of PA each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

**IN WITNESS WHEREOF**, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 7th day of February, 2025.



Liberty Mutual Insurance Company  
The Ohio Casualty Insurance Company  
West American Insurance Company

By: Nathan J. Zangerle

Nathan J. Zangerle, Assistant Secretary

State of PENNSYLVANIA ss  
County of MONTGOMERY

On this 7th day of February, 2025 before me personally appeared Nathan J. Zangerle, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

**IN WITNESS WHEREOF**, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal  
Teresa Pastella, Notary Public  
Montgomery County  
My commission expires March 28, 2029  
Commission number 1126044  
Member, Pennsylvania Association of Notaries

By: Teresa Pastella  
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

#### ARTICLE IV – OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

#### ARTICLE XIII – Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

**Certificate of Designation** – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes Nathan J. Zangerle, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

**Authorization** – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and affixed the seals of said Companies this 6th day of March, 2025



By: Renee C. Llewellyn  
Renee C. Llewellyn, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.

## NOTICE TO PUBLIC OWNER

As a bidder and/or subcontractor on this Project, Glenn O. Hawbaker, Inc. ("Hawbaker") hereby provides this Notice to the extent it may be required by contract documents and/or by law. This notice is submitted to satisfy any requirements in, inter alia, the Contractor Integrity Provision which may or may not apply, and to provide an explanation relative to any certification in the bid documents for this Project relating to debarment or suspension.

Hawbaker is currently a prequalified contractor under PennDOT's Prequalification Regulations. Hawbaker has never been debarred but did have its Prequalification status with PennDOT improperly temporarily suspended by PennDOT for 73 days from late April to late June, 2021. That temporary suspension was ultimately ruled to be improper by Pennsylvania's Commonwealth Court on June 30, 2021, and Hawbaker was soon reinstated.

Thereafter, on August 3, 2021, following an investigation by the Pennsylvania Office of Attorney General ("OAG") on the fringe benefit practices followed by Hawbaker, Hawbaker pled no contest to four charges relating to the period 2015-2018 to avoid protracted litigation which could have jeopardized the livelihoods of our dedicated employees. While the no contest plea did technically result in a criminal conviction, Hawbaker did *not* plead guilty to any charges. The past fringe benefit practices challenged by the OAG were based upon advice provided by Hawbaker's former attorneys. Hawbaker has always intended to properly pay all of its employees and continues to believe that it followed all requirements regarding fringe benefits. After the OAG first began its investigation, Hawbaker changed its fringe benefit practices effective January 1, 2019, and as part of the no contest plea, Hawbaker agreed to the appointment of a Corporate Monitor to review GOH's prevailing wage/fringe benefit practices from January 1, 2019 through August 3, 2026 ("Monitoring Period").

Following the entry of the no contest plea, PennDOT issued a Rule to Show Cause of a potential debarment to Hawbaker on September 7, 2021. However, the PA Commonwealth Court subsequently issued a Preliminary Injunction against PennDOT on January 19, 2022. PennDOT appealed that decision, which appeal is still pending. As of the date of this bid submission, the Injunction is still in place. Hawbaker has continued to bid and perform public projects while this injunction is in place.

More recently, on September 15, 2023, Hawbaker received an Order to Show Cause from the Commonwealth of Pennsylvania Department of Labor and Industry ("L&I"), which averred that Hawbaker had allegedly improperly claimed a fringe credit for certain training costs between 2019-2022 and further alleging that such conduct constituted an intentional violation of the Pennsylvania Prevailing Wage Act, thus justifying a three year debarment. A hearing officer was subsequently appointed, and Hawbaker is vigorously defending L&I's enforcement action for many reasons, including but not limited to, the fact that the Commonwealth previously approved the training credit and because the issue of whether the training credit was proper is purely within the province of the Corporate Monitor. Under no circumstances did Hawbaker intentionally violate any prevailing wage statute so as to justify debarment. That enforcement action is ongoing and Hawbaker has also filed a separate motion with the Court of Common Pleas of Centre County to both enforce the plea agreement and stay the administrative action.

This Notice is being provided to you to the extent it is required under certain public contract requirements and contracting provisions, and to the extent it impacts Hawbaker's ability to make certifications. No criminal charges have ever been brought against any officers, directors, associates, partners, or individual owners of Hawbaker as a result of the prevailing wage issue set forth herein. Further, the *nolo contendere* plea cannot be used in any subsequent civil or administrative proceeding as evidence of the commission of a crime, violation of any law, or to demonstrate that the conduct with which the company was charged occurred.

Should Hawbaker be the low bidder on this Project, Hawbaker is a responsible bidder and stands ready to perform the Project.

Respectfully submitted,

By: *Daniel R. Hawbaker*

Daniel R. Hawbaker, President

10/15/2023

24-LTSD-02 Middle/High School Restroom and Locker Room Renovations  
Loyalsock Township School District

DOCUMENT 00 43 93 - BID SUBMITTAL CHECKLIST

1.1 BID INFORMATION

- A. Bidder: J&M Construction Specialty Inc
- B. Prime Contract: General Construction
- C. Project Name: Middle/High School Restroom and Locker Room Renovations
- D. Project Location:
1. Loyalsock MS/HS, 1801 Loyalsock Drive, Williamsport, PA 17701
- E. Owner: Loyalsock Township School District, 1605 Four Mile Drive, Williamsport, PA 17701
1. District Representatives: Dan Egly, Business Manager Supervisor.
- F. Project Number: 24-LTSD-02

1.2 BIDDER'S CHECKLIST

- A. In an effort to assist the Bidder in properly completing all documentation required, the following checklist is provided for the Bidder's convenience. The Bidder is solely responsible for verifying compliance with bid submittal requirements.
- B. Attach this completed checklist to beginning of your electronic bid documents.
- ☒ Prepared the Bid Form as required by the Instructions to Bidders: 00 20 00
- ☒ Used the Bid Form provided in the Project Manual: 00 41 16
- ☒ Indicated on the Bid Form the Addenda received.
- ☒ Attached to the Bid Form: Bid Bond – or - a certified check for the amount required: AIA A310
- ☒ Attached to the Bid Form: Bid Supplement – Unit Cost Allowance Form: 00 43 21
- ☒ Attached to the Bid Form: Bid Supplement – Unit Prices Form: 00 43 22
- ☒ Attached to the Bid Form: Bid Supplement – Alternates Form: 00 43 23
- ☒ Attached to the Bid Form: Non-Collusion Affidavit of Prime Bidder: 00 43 24
- ☒ Attached to the Bid Form: Agreement of Surety: 00 43 25
- ☒ Attached to the Bid Form: Contractor's Qualification and Financial Statement.: AIA A305
- ☒ Verified that the Bidder can provide executed Performance Bond and Labor and Material Bond.
- ☒ Verified that the Bidder can provide Certificates of Insurance in the amounts indicated.

END OF DOCUMENT 00 43 93



24-LTSD-02 Middle/High School Restroom and Locker Room Renovations  
Loyalsock Township School District

DOCUMENT 00 41 16 - BID FORM - STIPULATED SUM

1.1 BID INFORMATION

- A. Bidder: J&M Construction Specialty Inc
- B. Prime Contract: General Construction
- C. Project Name: Middle/High School Restroom and Locker Room Renovations
- D. Project Location:
1. Loyalsock Middle/High School  
1801 Loyalsock Drive  
Williamsport, PA 17701
- E. Owner: Loyalsock Township School District, 1605 Four Mile Drive, Williamsport, PA 17701
1. District Representatives: Dan Egly, Business Manager
- F. Architect of Record: MAROTTA/MAIN Architects, 214 N. Duke Street, Lancaster, PA 17602
- G. Project Number: 24-LTSD-02

1.2 CERTIFICATIONS AND BASE BID

- A. Base Price for the General Construction Contract for the Middle/High School Restroom and Locker Room Renovations. (Insert Prime Contract Name)

Base Bid, Multiple-Prime Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by Marotta/Main Architects, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment, and services, including all scheduled allowances, necessary to complete the construction for above-named Project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

1. One million eighty-five thousand ninety-five dollars Dollars (\$ 1,085,095.00 ).

The above amount may be modified by amounts indicated by the Bidder on the attached Document 00 43 23 "Alternates Form".

1.3 BID GUARANTEE

- A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within seven (7) calendar days after a written Notice of Award, if offered within sixty (60) days after receipt of bids, or within 120 days if bid award is delayed by the required approval of another government agency, the and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting ten percent (10%) of the Base Bid amount above:

1. One hundred eight thousand five hundred nine and fifty cents Dollars (\$ 108,509.50 ).

**24-LTSD-02 Middle/High School Restroom and Locker Room Renovations  
Loyalsock Township School District**

- B. In the event Owner does not offer a Notice of Intent to Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.

**1.4 TIME OF COMPLETION**

- A. The undersigned Bidder agrees hereby to commence the Work of the Contract Documents on or about August 29, 2025 as specified in a written Notice to Proceed to be issued by Architect, and to achieve Substantial Completion of Work and fully complete the Work not later than the dates specified in Specification Section 00 31 13, Preliminary Schedule.

**1.5 ACKNOWLEDGEMENT OF ADDENDA**

- A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:

1. Addendum No. 1, dated 3-17-25.
2. Addendum No. 2, dated 3-17-25.
3. Addendum No. 3, dated 3-24-25.
4. Addendum No. 4, dated \_\_\_\_\_.
5. Addendum No. 5, dated \_\_\_\_\_.

**1.6 BID SUPPLEMENTS**

- A. The following supplements are a part of this Bid Form and are attached hereto:

1. Bid Form Supplement - Bid Bond Form (AIA Document A310) or other form of bid security specifically permitted herein.
2. Bid Form Supplement - Non-Collusion Affidavit.
3. Bid Form Supplement - Agreement of Surety.
4. Bid Form Supplement - Unit Prices
5. Bid Form Supplement - Unit Price Allowances
6. Contractor's Qualification Statement (AIA Document A305) and financial statement.
7. Bid Submittal Checklist

**1.7 CONTRACTOR'S LICENSE**

- A. The undersigned further states that it is a duly licensed Contractor, for the type of work proposed, in the Township where work shall take place, and that all fees, etc., pursuant to submitting this proposal have been paid in full.

1. Building Permit fee shall be paid by Owner, all other fees shall be paid by Contractor.

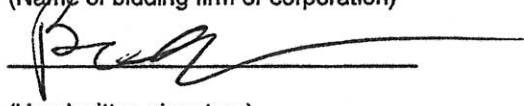
24-LTSD-02 Middle/High School Restroom and Locker Room Renovations  
Loyalsock Township School District

1.8 SUBMISSION OF BID

A. Respectfully submitted this 27 day of March, 2025.

Submitted By: J&M Construction Specialty Inc

(Name of bidding firm or corporation)

Authorized Signature: 

(Handwritten signature)

Signed By: Brian Shearer

(Type or print name)

Title: CEO

(Owner/Partner/President/Vice President)

Witnessed By: 

(Handwritten signature)

Attest: 

(Handwritten signature)

By: James Shearer

(Type or print name)

Title: Secretary

(Corporate Secretary or Assistant Secretary)

Street Address: 799 Foresman Street

City, State, Zip: Williamsport PA 17701

Phone: 570-327-6100

License No.: PA004332

Federal ID No.: 23-2743320

(Affix Corporate Seal Here)

END OF DOCUMENT 00 41 16



DOCUMENT 00 43 23 - ALTERNATES FORM

1.1 BID INFORMATION

- A. Bidder: J&M Construction Specialty Inc
- B. Prime Contract: General Construction
- C. Project Identification: Middle/High School Restroom and Locker Room Renovations
- D. Project Location:
1. Loyalsock MS/HS, 1801 Loyalsock Drive, Williamsport, PA 17701
- E. Owner: Loyalsock Township School District, 1605 Four Mile Drive, Williamsport, PA 17701
1. District Representatives: Dan Egly, Business Manager
- F. Architect of Record: MAROTTA/MAIN ARCHITECTS, 214 North Duke Street, Lancaster, PA 17602

1.2 BID FORM SUPPLEMENT

- A. This form is required to be attached to the Bid Form.

1.3 DESCRIPTION

- A. The undersigned Bidder proposes the amount below be added to or deducted from the Base Bid if particular alternates are accepted by Owner. Amounts listed for each alternate include costs of related coordination, modification, or adjustment.
1. Alternate price given below includes adjustment to Contractor's Fee.
- B. If the alternate does not affect the Contract Sum, the Bidder shall indicate "NO CHANGE."
- C. If the alternate does not affect the Work of this Contract, the Bidder shall indicate "NOT APPLICABLE."
- D. The Bidder shall be responsible for determining from the Contract Documents the affects of each alternate on the Contract Time and the Contract Sum.
- E. Owner reserves the right to accept or reject any alternate, in any order, and to award or amend the Contract accordingly within 60 days of the Notice of Award unless otherwise indicated in the Contract Documents.
- F. Acceptance or non-acceptance of any alternates by the Owner shall have no affect on the Contract Time unless the "Schedule of Alternates" Article below provides a formatted space for the adjustment of the Contract Time.

24-LTSD-02 Middle/High School Restroom and Locker Room Renovations  
Loyalsock Township School District

1.4 SCHEDULE OF ALTERNATES

1. Alternate Bid No. 01 – Non-ADA Shower Stalls

DEDUCT Fifty-seven thousand Dollars (\$ 57,000.00 ).

2. Alternate Bid No. 02 – Girls Locker Room D127

ADD Forty-one thousand Dollars (\$ 41,000.00 ).

24-LTSD-02 Middle/High School Restroom and Locker Room Renovations  
Loyalsock Township School District

SUBMISSION OF BID SUPPLEMENT

Respectfully submitted this 27 day of March, 2025.

Submitted By: J&M Construction Specialty Inc  
(Name of bidding firm or corporation)

Authorized Signature:   
(Handwritten signature)

Signed By: Brian Shearer  
(Type or print name)

Title: CEO  
(Owner/Partner/President/Vice President)

END OF DOCUMENT 00 43 23

24-LTSD-02 Middle/High School Restroom and Locker Room Renovations  
Loyalsock Township School District

DOCUMENT 00 41 16 - BID FORM - STIPULATED SUM

1.1 BID INFORMATION

- A. Bidder: Lecce Electric Inc
- B. Prime Contract: #4 Electrical Construction
- C. Project Name: Middle/High School Restroom and Locker Room Renovations
- D. Project Location:
1. Loyalsock Middle/High School  
1801 Loyalsock Drive  
Williamsport, PA 17701
- E. Owner: Loyalsock Township School District, 1605 Four Mile Drive, Williamsport, PA 17701
1. District Representatives: Dan Egly, Business Manager
- F. Architect of Record: MAROTTA/MAIN Architects, 214 N. Duke Street, Lancaster, PA 17602
- G. Project Number: 24-LTSD-02

1.2 CERTIFICATIONS AND BASE BID

- A. Base Price for the Electrical Contract for the Middle/High School Restroom and Locker Room Renovations.  
(Insert Prime Contract Name)

Base Bid, Multiple-Prime Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by Marotta/Main Architects, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment, and services, including all scheduled allowances, necessary to complete the construction for above-named Project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

1. one hundred sixty nine thousand eight hundred <sup>no/100</sup> Dollars (\$ 116,980 <sup>00/100</sup>).

The above amount may be modified by amounts indicated by the Bidder on the attached Document 00 43 23 "Alternates Form".

1.3 BID GUARANTEE

- A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within seven (7) calendar days after a written Notice of Award, if offered within sixty (60) days after receipt of bids, or within 120 days if bid award is delayed by the required approval of another government agency, the and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting ten percent (10%) of the Base Bid amount above:

1. Sixteen thousand nine hundred eighty <sup>no/100</sup> Dollars (\$ 16,980 <sup>00/100</sup>).

**24-LTSD-02 Middle/High School Restroom and Locker Room Renovations**  
**Loyalsock Township School District**

- B. In the event Owner does not offer a Notice of Intent to Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.

**1.4 TIME OF COMPLETION**

- A. The undersigned Bidder agrees hereby to commence the Work of the Contract Documents on or about August 29, 2025 as specified in a written Notice to Proceed to be issued by Architect, and to achieve Substantial Completion of Work and fully complete the Work not later than the dates specified in Specification Section 00 31.13, Preliminary Schedule.

**1.5 ACKNOWLEDGEMENT OF ADDENDA**

- A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:

1. Addendum No. 1, dated March 17, 2025.
2. Addendum No. 2, dated March 20, 2025.
3. Addendum No. 3, dated March 24, 2025.
4. Addendum No. 4, dated \_\_\_\_\_.
5. Addendum No. 5, dated \_\_\_\_\_.

**1.6 BID SUPPLEMENTS**

- A. The following supplements are a part of this Bid Form and are attached hereto:
1. Bid Form Supplement - Bid Bond Form (AIA Document A310) or other form of bid security specifically permitted herein.
  2. Bid Form Supplement - Non-Collusion Affidavit.
  3. Bid Form Supplement - Agreement of Surety.
  4. Bid Form Supplement - Unit Prices
  5. Bid Form Supplement - Unit Price Allowances
  6. Contractor's Qualification Statement (AIA Document A305) and financial statement.
  7. Bid Submittal Checklist

**1.7 CONTRACTOR'S LICENSE**

- A. The undersigned further states that it is a duly licensed Contractor, for the type of work proposed, in the Township where work shall take place, and that all fees, etc., pursuant to submitting this proposal have been paid in full.

1. Building Permit fee shall be paid by Owner, all other fees shall be paid by Contractor.

24-LTSD-02 Middle/High School Restroom and Locker Room Renovations  
Loyalsock Township School District

1.8 SUBMISSION OF BID

A. Respectfully submitted this 27 day of March, 2025.

Submitted By: Lecce Electric Inc.

(Name of bidding firm or corporation)

Authorized Signature: [Signature]

(Handwritten signature)

Signed By: Joseph M Lecce

(Type or print name)

Title: President

(Owner/Partner/President/Vice President)

Witnessed By: [Signature]

(Handwritten signature)

Attest: [Signature]

(Handwritten signature)

By: Kyle J Eshbach

(Type or print name)

Title: vice President

(Corporate Secretary or Assistant Secretary)

Street Address: 1843 Liberty Drive

City, State, Zip: Williamsport PA 17701

Phone: 570 494 1750

License No.: n/a

Federal ID No.: 23 2988944

(Affix Corporate Seal Here)

END OF DOCUMENT 00 41 16



DOCUMENT 00 41 16 - BID FORM - STIPULATED SUM

1.1 BID INFORMATION

- A. Bidder: Myco Mechanical, Inc
- B. Prime Contract: Plumbing and Fire Protection Construction
- C. Project Name: Middle/High School Restroom and Locker Room Renovations
- D. Project Location:
1. Loyalsock Middle/High School  
1801 Loyalsock Drive  
Williamsport, PA 17701
- E. Owner: Loyalsock Township School District, 1605 Four Mile Drive, Williamsport, PA 17701
1. District Representatives: Dan Egly, Business Manager
- F. Architect of Record: MAROTTA/MAIN Architects, 214 N. Duke Street, Lancaster, PA 17602
- G. Project Number: 24-LTSD-02

1.2 CERTIFICATIONS AND BASE BID

- A. Base Price for the Myco Mechanical, Inc Contract for the Middle/High School Restroom and Locker Room Renovations. (Insert Prime Contract Name)

Base Bid, Multiple-Prime Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by Marotta/Main Architects, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment, and services, including all scheduled allowances, necessary to complete the construction for above-named Project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

1. Seven hundred thirty seven thousand Dollars (\$ 737,000.<sup>00</sup>).

The above amount may be modified by amounts indicated by the Bidder on the attached Document 00 43 23 "Alternates Form".

1.3 BID GUARANTEE

- A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within seven (7) calendar days after a written Notice of Award, if offered within sixty (60) days after receipt of bids, or within 120 days if bid award is delayed by the required approval of another government agency, the and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting ten percent (10%) of the Base Bid amount above:

1. Seventy three thousand seven hundred Dollars (\$ 73,700.<sup>00</sup>).

**24-LTSD-02 Middle/High School Restroom and Locker Room Renovations  
Loyalsock Township School District**

- B. In the event Owner does not offer a Notice of Intent to Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.

**1.4 TIME OF COMPLETION**

- A. The undersigned Bidder agrees hereby to commence the Work of the Contract Documents on or about August 29, 2025 as specified in a written Notice to Proceed to be issued by Architect, and to achieve Substantial Completion of Work and fully complete the Work not later than the dates specified in Specification Section 00 31 13, Preliminary Schedule.

**1.5 ACKNOWLEDGEMENT OF ADDENDA**

- A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:

1. Addendum No. 1, dated March 17, 2025.
2. Addendum No. 2, dated March 17, 2025.
3. Addendum No. 3, dated March 24, 2025.
4. Addendum No. 4, dated \_\_\_\_\_.
5. Addendum No. 5, dated \_\_\_\_\_.

**1.6 BID SUPPLEMENTS**

- A. The following supplements are a part of this Bid Form and are attached hereto:

1. Bid Form Supplement - Bid Bond Form (AIA Document A310) or other form of bid security specifically permitted herein.
2. Bid Form Supplement - Non-Collusion Affidavit.
3. Bid Form Supplement - Agreement of Surety.
4. Bid Form Supplement - Unit Prices
5. Bid Form Supplement - Unit Price Allowances
6. Contractor's Qualification Statement (AIA Document A305) and financial statement.
7. Bid Submittal Checklist

**1.7 CONTRACTOR'S LICENSE**

- A. The undersigned further states that it is a duly licensed Contractor, for the type of work proposed, in the Township where work shall take place, and that all fees, etc., pursuant to submitting this proposal have been paid in full.

1. Building Permit fee shall be paid by Owner, all other fees shall be paid by Contractor.




24-LTSD-02 Middle/High School Restroom and Locker Room Renovations  
Loyalsock Township School District

1.8 SUBMISSION OF BID

A. Respectfully submitted this 27 day of March, 2025.

Submitted By: Myco Mechanical, Inc

(Name of bidding firm or corporation)

Authorized Signature: 

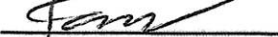
(Handwritten signature)

Signed By: Mark Haley

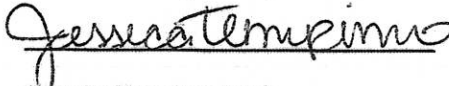
(Type or print name)

Title: Vice President

(Owner/Partner/President/Vice President)

Witnessed By: 

(Handwritten signature)

Attest: 

(Handwritten signature)

By: Jessica Temperino

(Type or print name)

Title: Corporate Secretary

(Corporate Secretary or Assistant Secretary)

Street Address: 1 N. Washington Street

City, State, Zip: Telford, PA 18969

Phone: 267-382-0267

License No.: PA # 080354

Federal ID No.: 23-2853248

(Affix Corporate Seal Here)

END OF DOCUMENT 00 41 16

DOCUMENT 00 43 23 - ALTERNATES FORM

1.1 BID INFORMATION

- A. Bidder: Myco Mechanical, Inc.
- B. Prime Contract: Plumbing and Fire Protection Construction.
- C. Project Identification: Middle/High School Restroom and Locker Room Renovations
- D. Project Location:
  - 1. Loyalsock MS/HS, 1801 Loyalsock Drive, Williamsport, PA 17701
- E. Owner: Loyalsock Township School District, 1605 Four Mile Drive, Williamsport, PA 17701
  - 1. District Representatives: Dan Egly, Business Manager
- F. Architect of Record: MAROTTA/MAIN ARCHITECTS, 214 North Duke Street, Lancaster, PA 17602

1.2 BID FORM SUPPLEMENT

- A. This form is required to be attached to the Bid Form.

1.3 DESCRIPTION

- A. The undersigned Bidder proposes the amount below be added to or deducted from the Base Bid if particular alternates are accepted by Owner. Amounts listed for each alternate include costs of related coordination, modification, or adjustment.
  - 1. Alternate price given below includes adjustment to Contractor's Fee.
- B. If the alternate does not affect the Contract Sum, the Bidder shall indicate "NO CHANGE."
- C. If the alternate does not affect the Work of this Contract, the Bidder shall indicate "NOT APPLICABLE."
- D. The Bidder shall be responsible for determining from the Contract Documents the affects of each alternate on the Contract Time and the Contract Sum.
- E. Owner reserves the right to accept or reject any alternate, in any order, and to award or amend the Contract accordingly within 60 days of the Notice of Award unless otherwise indicated in the Contract Documents.
- F. Acceptance or non-acceptance of any alternates by the Owner shall have no affect on the Contract Time unless the "Schedule of Alternates" Article below provides a formatted space for the adjustment of the Contract Time.

24-LTSD-02 Middle/High School Restroom and Locker Room Renovations  
Loyalsock Township School District

1.4 SCHEDULE OF ALTERNATES

1. Alternate Bid No. 01 – Non-ADA Shower Stalls

ADD  
~~DEDUCT~~ Twenty thousand Dollars (\$ 20,000 ).

2. Alternate Bid No. 02 – Girls Locker Room D127

ADD No change Dollars (\$ \_\_\_\_\_ ).

**24-LTSD-02 Middle/High School Restroom and Locker Room Renovations  
Loyalsock Township School District**

SUBMISSION OF BID SUPPLEMENT

Respectfully submitted this 27 day of March, 2025.

Submitted By: Myco Mechanical, Inc  
(Name of bidding firm or corporation)

Authorized Signature:   
(Handwritten signature)

Signed By: Mark Haley  
(Type or print name)

Title: Vice President  
(~~Owner/Partner/President~~ Vice President)

END OF DOCUMENT 00 43 23

24-LTSD-02 Middle/High School Restroom and Locker Room Renovations  
Loyalsock Township School District

DOCUMENT 00 41 16 - BID FORM - STIPULATED SUM

1.1 BID INFORMATION

- A. Bidder: Myco Mechanical, Inc
- B. Prime Contract: Mechanical Construction
- C. Project Name: Middle/High School Restroom and Locker Room Renovations
- D. Project Location:
1. Loyalsock Middle/High School  
1801 Loyalsock Drive  
Williamsport, PA 17701
- E. Owner: Loyalsock Township School District, 1605 Four Mile Drive, Williamsport, PA 17701
1. District Representatives: Dan Egly, Business Manager
- F. Architect of Record: MAROTTA/MAIN Architects, 214 N. Duke Street, Lancaster, PA 17602
- G. Project Number: 24-LTSD-02

1.2 CERTIFICATIONS AND BASE BID

- A. Base Price for the Myco Mechanical, Inc Contract for the Middle/High School Restroom and Locker Room Renovations. (Insert Prime Contract Name)

Base Bid, Multiple-Prime Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by Marotta/Main Architects, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment, and services, including all scheduled allowances, necessary to complete the construction for above-named Project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

1. Three hundred Six thousand Dollars (\$ 306,000.<sup>00</sup>).

The above amount may be modified by amounts indicated by the Bidder on the attached Document 00 43 23 "Alternates Form".

1.3 BID GUARANTEE

- A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within seven (7) calendar days after a written Notice of Award, if offered within sixty (60) days after receipt of bids, or within 120 days if bid award is delayed by the required approval of another government agency, the and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting ten percent (10%) of the Base Bid amount above:

1. Thirty thousand Six hundred Dollars (\$ 30,600.<sup>00</sup>).

**24-LTSD-02 Middle/High School Restroom and Locker Room Renovations  
Loyalsock Township School District**

- B. In the event Owner does not offer a Notice of Intent to Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.

**1.4 TIME OF COMPLETION**

- A. The undersigned Bidder agrees hereby to commence the Work of the Contract Documents on or about August 29, 2025 as specified in a written Notice to Proceed to be issued by Architect, and to achieve Substantial Completion of Work and fully complete the Work not later than the dates specified in Specification Section 00 31 13, Preliminary Schedule.

**1.5 ACKNOWLEDGEMENT OF ADDENDA**

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2. Addendum No. 2, dated March 17, 2025.
3. Addendum No. 3, dated March 24, 2025.
4. Addendum No. 4, dated \_\_\_\_\_.
5. Addendum No. 5, dated \_\_\_\_\_.

**1.6 BID SUPPLEMENTS**

- A. The following supplements are a part of this Bid Form and are attached hereto:

1. Bid Form Supplement - Bid Bond Form (AIA Document A310) or other form of bid security specifically permitted herein.
2. Bid Form Supplement - Non-Collusion Affidavit.
3. Bid Form Supplement - Agreement of Surety.
4. Bid Form Supplement - Unit Prices
5. Bid Form Supplement - Unit Price Allowances
6. Contractor's Qualification Statement (AIA Document A305) and financial statement.
7. Bid Submittal Checklist

**1.7 CONTRACTOR'S LICENSE**

- A. The undersigned further states that it is a duly licensed Contractor, for the type of work proposed, in the Township where work shall take place, and that all fees, etc., pursuant to submitting this proposal have been paid in full.

1. Building Permit fee shall be paid by Owner, all other fees shall be paid by Contractor.

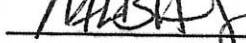
24-LTSD-02 Middle/High School Restroom and Locker Room Renovations  
Loyalsock Township School District

1.8 SUBMISSION OF BID

A. Respectfully submitted this 27 day of March, 2025.

Submitted By: Myco Mechanical, Inc

(Name of bidding firm or corporation)

Authorized Signature: 

(Handwritten signature)

Signed By: Mark Haley

(Type or print name)

Title: Vice President

(Owner/Partner/President/Vice President)

Witnessed By: 

(Handwritten signature)

Attest: 

(Handwritten signature)

By: Jessica Temperino

(Type or print name)

Title: Corporate Secretary

(Corporate Secretary or Assistant Secretary)

Street Address: 1 N. Washington Street

City, State, Zip: Telford, PA 18969

Phone: 267-382-0267

License No.: PA # 080354

Federal ID No.: 23-2853248

(Affix Corporate Seal Here)

END OF DOCUMENT 00 41 16

DOCUMENT 00 43 23 - ALTERNATES FORM

1.1 BID INFORMATION

- A. Bidder: Myco Mechanical, Inc
- B. Prime Contract: Mechanical Construction
- C. Project Identification: Middle/High School Restroom and Locker Room Renovations
- D. Project Location:
  - 1. Loyalsock MS/HS, 1801 Loyalsock Drive, Williamsport, PA 17701
- E. Owner: Loyalsock Township School District, 1605 Four Mile Drive, Williamsport, PA 17701
  - 1. District Representatives: Dan Egly, Business Manager
- F. Architect of Record: MAROTTA/MAIN ARCHITECTS, 214 North Duke Street, Lancaster, PA 17602

1.2 BID FORM SUPPLEMENT

- A. This form is required to be attached to the Bid Form.

1.3 DESCRIPTION

- A. The undersigned Bidder proposes the amount below be added to or deducted from the Base Bid if particular alternates are accepted by Owner. Amounts listed for each alternate include costs of related coordination, modification, or adjustment.
  - 1. Alternate price given below includes adjustment to Contractor's Fee.
- B. If the alternate does not affect the Contract Sum, the Bidder shall indicate "NO CHANGE."
- C. If the alternate does not affect the Work of this Contract, the Bidder shall indicate "NOT APPLICABLE."
- D. The Bidder shall be responsible for determining from the Contract Documents the affects of each alternate on the Contract Time and the Contract Sum.
- E. Owner reserves the right to accept or reject any alternate, in any order, and to award or amend the Contract accordingly within 60 days of the Notice of Award unless otherwise indicated in the Contract Documents.
- F. Acceptance or non-acceptance of any alternates by the Owner shall have no affect on the Contract Time unless the "Schedule of Alternates" Article below provides a formatted space for the adjustment of the Contract Time.



**24-LTSD-02 Middle/High School Restroom and Locker Room Renovations  
Loyalsock Township School District**

**1.4 SCHEDULE OF ALTERNATES**

1. Alternate Bid No. 01 – Non-ADA Shower Stalls

DEDUCT NO Change Dollars (\$\_\_\_\_\_).

2. Alternate Bid No. 02 – Girls Locker Room D127

ADD NO Change Dollars (\$\_\_\_\_\_).

**24-LTSD-02 Middle/High School Restroom and Locker Room Renovations  
Loyalsock Township School District**

**SUBMISSION OF BID SUPPLEMENT**

Respectfully submitted this 27 day of March, 2025.

Submitted By: Myco Mechanical, Inc  
(Name of bidding firm or corporation)

Authorized Signature:   
(Handwritten signature)

Signed By: Mark Haley  
(Type or print name)

Title: Vice President  
(~~Owner/Partner/President~~ Vice President)

**END OF DOCUMENT 00 43 23**

## **Lycoming Career and Technology Center Budget Transmittal**

To: Mr. Nathan Minium, Executive Director  
Dr. Craig Skaluba, Superintendent of Record  
From: Heather Burke, Business Services  
Date: March 10, 2025  
Subject: 2025-2026 Budget Transmittal

This memo is written to support the attached 2025-2026 Budget Documents for the Lycoming Career and Technology Center.

With the presentation of this budget, each of our participating districts is presented with many significant budget challenges. These challenges may ultimately result in further LycoCTC budget adjustments, particularly, as the state budget for 2025-2026 is discussed in Harrisburg and the state.

With this background, the 2025-2026 Lycoming Career and Technology Center budget is based on the following factors:

- The 2024-2025 final budget was based on 290 students. The 2025-2026 student count for budget purposes has been established at 325 since current enrollment has increased to 324 as of February 2025. The 2025-2026 student count for budget purposes will be adjusted to the 2025-2026 actual enrollment numbers as of September 15, 2025 for each school district. Any surpluses will be used to cover expenses associated with architect fees, engineering fees, construction management fees, and/ or GSL fees associated with the building project.
- We are currently in negotiations with the Lyco CTC professional association to determine future salary schedules.
- Support and administrative salaries are budgeted at current levels plus 3% pending JOC discussion with the Executive Director and Superintendent of Record.
- Health insurance costs as approved by the Lycoming County Insurance Consortium are reflected in the budget-there will be a 7.5% increase for 2025-2026. Employee contributions for the PPO plan and the QCHDP plan will be based on the rates established in the new teacher's contract.
- The Pennsylvania School Employees Retirement System rate is budgeted at 34.00%.
- The Transportation Area is budgeted at six sessions with two instructors and a technical aide.
- The Hospitality Area is budgeted at three sessions.
- The Building Construction Area is budgeted at 3 sessions.
- The Criminal Justice Area is budgeted at 2 sessions.
- The Health Careers Area is budgeted at six sessions and includes two instructors.
- The Early Childhood Area is budgeted at 3 sessions.
- The Computer Systems Area is budgeted at 2 sessions.
- Capital Project Reserve allocation of \$36,000 (\$6,000/district) is included in the transfers' section of the budget.

If you should have any questions, please feel free to contact me. Thank you!

# Lycoming Career and Technology Center Budget Recommendation Summary 2025-2026

March 10, 2025

- 24-25 Budgeted Tuition vs. 25-26 Budgeted Tuition : \$6,048 to \$6,213
- 24-25 Budgeted Tuition vs. 25-26 Budgeted Tuition Difference: +\$165 or +2.7%
- **Major Budget Factors:**
  - Health Insurance increase of 7.5%
  - Student tuition is based upon 325 students
  - Current 2024-25 enrollment total of 324 by district:
    - Benton 16
    - East Lycoming 100
    - Loyalsock 49
    - Montoursville 33
    - Muncy 73
    - Warrior Run 53
- **Wages**
  - Faculty - Instructors
    - We are currently in negotiations with the Lyco CTC professional association to determine future salary schedules.
  - Administrative and Support
    - Budgeted at current levels plus 3%
- **Benefits**
  - Health insurance premiums:
    - Overall 7.5% increase
    - Employee contribution will be based on rates established in new contract:
      - PPO C:
      - QCHDP:
  - PA School Employees Retirement System:
    - 33.90% to 34.00%

- **Professional Services**
  - Business Services Agreement with the East Lycoming SD for business office services is included
  - Technology Services Agreement with the East Lycoming SD for technology support services is included
  - Nursing Services with the East Lycoming SD for nursing support services is included
- **Professional Services-Consultant Assessment Fee**
  - Up to \$25,000 per district, if additional awards are received
- **Purchased Property Services**
  - Rental of Facilities
    - Based on new lease agreement \$4.49 per square foot
- **Other Purchased Services, Supplies, Equipment, and Dues/Fees**
  - Additional Counselor through grant funding
- **Transfer to Capital Project Reserve**
  - Yearly districts' contribution of \$36,000 is included as a budgeted line item
- **Cost per Student**
  - 2024-2025 September Final: 335 students @ \$5,236
  - 2025-2026 Proposed Budget:
    - 325 member students @ \$6,213

**Lycoming Career & Technology Center**  
**2025-26 School Year**  
**Cost Per Student**

	<b>Cost Per Student Budget Estimate 290 Students</b>	<b>Cost Per Student Budget Estimate 325 Students</b>	<b>2024-25 Budget 290 Students</b>	
Budget	2,735,820.00	2,735,820.00	2,791,862.00	
Revenue	716,610.00	716,610.00	1,037,953.00	
	<hr/>			
Total	2,019,210.00	2,019,210.00	1,753,909.00	265,301.00
Students	290	325	290	
	<hr/>			
<b>Total</b>	<b>6,962.79</b>	<b>6,212.95</b>	<b>6,047.96</b>	



Revenue Code & Description	Budget 2024-25	Budget 2025-26	Variance
6510 Interest	\$18,000.00	\$28,000.00	10,000.00
6920 Donations	\$0.00	\$0.00	0.00
6946 Receipts from Mem Dist - Capital Proj.	\$36,000.00	\$36,000.00	0.00
6946 Receipts from Mem Dist - Capital Lease	\$187,267.00	\$0.00	(187,267.00)
6946 Receipts from Member Dist - Additional	\$150,000.00	\$0.00	(150,000.00)
6946 Receipts from Non-Member Districts	\$0.00	\$0.00	0.00
6990 Miscellaneous	\$0.00	\$0.00	0.00
6991 Refund of Prior Yr Exp	\$0.00	\$0.00	0.00
7220 Vocational Subsidy	\$300,000.00	\$300,000.00	0.00
7220 Equipment Grants - Current	\$0.00	\$0.00	0.00
7220 Equipment Grants - Prior	\$0.00	\$0.00	0.00
7362 PCCD Grants	\$70,000.00	\$70,000.00	0.00
7810 Social Security	\$38,280.00	\$39,542.00	1,262.00
7820 Retirement	\$172,991.00	\$175,694.00	2,703.00
8521 Perkins Vocational Subsidy - Current	\$65,415.00	\$67,374.00	1,959.00
8521 Perkins Vocational Subsidy - Prior	\$0.00	\$0.00	0.00
9900 Fund Balance	\$0.00	\$0.00	0.00
	<b>\$1,037,953.00</b>	<b>\$716,610.00</b>	<b>(321,343.00)</b>

Expenditure Code & Description	2023-24 Budget	2023-24 Actual	2024-25 Budget	2025-26 Budget	Variance	Increase	%
<b>1300 Other Programs (Perkins)</b>							
121 Salary - Teacher		\$0.00			\$0.00		
191 Salary - Aides	\$44,046.00	\$10,267.20	\$18,077.00	\$0.00	(\$18,077.00)		
271 Medical Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
212 Dental Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
213 Life Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
214 Income Protection	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
220 Social Security (7.65%)	\$3,369.00	\$783.47	\$1,383.00	\$0.00	(\$1,383.00)		
230 Retirement (34.00%)	\$14,976.00	\$4,513.44	\$6,128.00	\$0.00	(\$6,128.00)		
240 Tuition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
250 Unemployment	\$131.00	\$0.00	\$54.00	\$0.00	(\$54.00)		
260 Workers Compensation	\$219.00	\$0.00	\$89.00	\$0.00	(\$89.00)		
300 Purchased Prof Svcs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
500 Other Purchased Svcs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
610 Supplies	\$0.00	\$6,061.97	\$0.00	\$0.00	\$0.00		
750 Equipment	\$0.00	\$998.52	\$0.00	\$0.00	\$0.00		
810- Dues & Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Subtotal</b>	<b>\$62,741.00</b>	<b>\$22,624.60</b>	<b>\$25,731.00</b>	<b>\$0.00</b>	<b>(\$25,731.00)</b>	<b>(\$25,731.00)</b>	<b>-100.00%</b>
<b>1330 Health Occupations</b>							
121 Salary - Teacher (2)	\$101,556.00	\$101,509.94	\$105,118.00	\$110,930.00	\$5,812.00		
121 - Flex or Mid-Session	\$14,400.00	\$14,400.00	\$9,600.00	\$10,400.00	\$800.00		
271 Medical Insurance	\$46,419.00	\$46,297.37	\$52,084.00	\$54,974.00	\$2,890.00		
212 Dental Insurance	\$2,400.00	\$1,131.24	\$2,400.00	\$2,400.00	\$0.00		
213 Life Insurance	\$150.00	\$0.00	\$150.00	\$150.00	\$0.00		
214 Income Protection	\$204.00	\$0.00	\$210.00	\$222.00	\$12.00		
220 Social Security (7.65%)	\$8,871.00	\$8,040.40	\$8,776.00	\$9,282.00	\$506.00		
230 Retirement (34.00%)	\$39,425.00	\$39,409.37	\$38,889.00	\$41,253.00	\$2,364.00		
240 Tuition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
250 Unemployment	\$347.00	\$0.00	\$345.00	\$364.00	\$19.00		
260 Workers Compensation	\$574.00	\$0.00	\$569.00	\$600.00	\$31.00		
329- Staff Development	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
430 Equipment Repair	\$350.00	\$71.89	\$350.00	\$350.00	\$0.00		
441 Rental of Land & Buildings	\$6,344.00	\$0.00	\$0.00	\$0.00	\$0.00		
549 Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
569 Tuition - Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
580 Travel	\$250.00	\$302.27	\$250.00	\$250.00	\$0.00		
610 Supplies	\$7,000.00	\$5,685.79	\$7,000.00	\$7,000.00	\$0.00		
640 Books and Periodicals	\$1,200.00	\$29.90	\$1,200.00	\$500.00	(\$700.00)		
750 Equipment	\$0.00	\$27,164.31	\$0.00	\$0.00	\$0.00		
810- Dues & Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Subtotal</b>	<b>\$229,490.00</b>	<b>\$244,042.48</b>	<b>\$226,941.00</b>	<b>\$238,675.00</b>	<b>\$11,734.00</b>	<b>\$11,734.00</b>	<b>5.17%</b>
			<b>5</b>				



Expenditure Code & Description	2023-24 Budget	2023-24 Actual	2024-25 Budget	2025-26 Budget	Variance	Increase	%
<b>1340 Hospitality</b>							
121 Salary - Teacher	\$59,940.00	\$60,559.22	\$61,580.00	\$64,351.00	\$2,771.00		
121 Salary - Flex Period	\$9,600.00	\$9,400.00	\$9,600.00	\$10,400.00	\$800.00		
123 Salary - Additional Hours	\$0.00		\$0.00	\$0.00	\$0.00		
191 Salary - Aides	\$20,414.00	\$17,821.86	\$0.00	\$0.00	\$0.00		
271 Medical	\$24,147.00	\$23,993.47	\$26,042.00	\$27,487.00	\$1,445.00		
212 Dental	\$1,200.00	\$1,131.24	\$1,200.00	\$1,200.00	\$0.00		
213 Life Insurance	\$75.00		\$75.00	\$75.00	\$0.00		
214 Income Protection	\$120.00		\$123.00	\$129.00	\$6.00		
220 Social Security (7.65%)	\$6,881.00	\$6,316.08	\$5,445.00	\$5,719.00	\$274.00		
230 Retirement (34.00%)	\$30,585.00	\$29,794.65	\$24,130.00	\$25,415.00	\$1,285.00		
240 Tuition	\$0.00		\$0.00	\$0.00	\$0.00		
250 Unemployment	\$270.00	\$0.00	\$214.00	\$224.00	\$10.00		
260 Workers Compensation	\$446.00		\$353.00	\$370.00	\$17.00		
329- Staff Development	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
430 Repair & Maintenance of Equipment	\$2,000.00	\$1,341.20	\$2,000.00	\$2,000.00	\$0.00		
441 Rental Land & Buildings	\$0.00		\$0.00	\$0.00	\$0.00		
580 Travel	\$250.00	\$516.63	\$250.00	\$250.00	\$0.00		
610 Supplies	\$60,470.00	\$69,772.80	\$60,470.00	\$60,470.00	\$0.00		
650 Tech Supplies/Software	\$0.00	\$265.93	\$0.00	\$0.00	\$0.00		
621 Propane	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00		
752/762 Capitalized Equipment	\$0.00	\$27,722.16	\$0.00	\$0.00	\$0.00		
810 Dues & Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Subtotal</b>	<b>\$217,398.00</b>	<b>\$248,635.24</b>	<b>\$192,482.00</b>	<b>\$199,090.00</b>	<b>\$6,608.00</b>	<b>\$6,608.00</b>	<b>3.43%</b>
		5					
<b>1341 Child Care</b>							
121 Salary - Teacher	\$68,500.00	\$67,823.06	\$69,870.00	\$73,014.00	\$3,144.00		
121 Salary - Flex Period	\$9,600.00	\$9,600.00	\$9,600.00	\$10,400.00	\$800.00		
271 Medical	\$9,856.00	\$9,852.25	\$10,629.00	\$11,219.00	\$590.00		
212 Dental	\$540.00	\$491.76	\$540.00	\$540.00	\$0.00		
213 Life Insurance	\$75.00	\$0.00	\$75.00	\$75.00	\$0.00		
214 Income Protection	\$137.00	\$0.00	\$140.00	\$144.00	\$4.00		
220 Social Security (7.65%)	\$5,974.00	\$5,763.77	\$6,079.00	\$6,382.00	\$303.00		
230 Retirement (34.00%)	\$26,554.00	\$26,323.85	\$26,940.00	\$28,288.00	\$1,348.00		
240 Tuition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
250 Unemployment	\$206.00	\$0.00	\$210.00	\$219.00	\$9.00		
260 Workers Compensation	\$339.00	\$0.00	\$346.00	\$361.00	\$15.00		
329 Staff Development	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
430 Repair & Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
441 Rental Land & Buildings	\$9,868.00	\$0.00	\$0.00	\$0.00	\$0.00		
549 Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
580 Travel	\$750.00	\$250.49	\$750.00	\$750.00	\$0.00		
610 Supplies	\$6,000.00	\$5,856.51	\$6,000.00	\$6,000.00	\$0.00		
640 Books & Periodicals	\$0.00	\$3,932.85	\$0.00	\$0.00	\$0.00		
750 Equipment - New	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
810 Dues and Fees	\$500.00	\$43.67	\$500.00	\$500.00	\$0.00		
<b>Subtotal</b>	<b>\$138,899.00</b>	<b>\$129,938.21</b>	<b>\$131,679.00</b>	<b>\$137,892.00</b>	<b>\$6,213.00</b>	<b>\$6,213.00</b>	<b>4.72%</b>
			6				

Expenditure Code & Description	2023-24 Budget	2023-24 Actual	2024-25 Budget	2025-26 Budget	Variance	Increase	%
<b>1360 Workforce Development Coordinator</b>							
121 Salary	\$69,890.00	\$70,690.98	\$70,851.00	\$74,487.00	\$3,636.00		
121 Salary - Dean of Students	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
271 Medical Insurance	\$9,856.00	\$9,852.25	\$10,629.00	\$11,219.00	\$590.00		
212 Dental Insurance	\$540.00	\$491.76	\$540.00	\$540.00	\$0.00		
213 Life Insurance	\$75.00	\$0.00	\$75.00	\$75.00	\$0.00		
214 Income Protection	\$140.00	\$0.00	\$142.00	\$144.00	\$2.00		
220 Social Security 7.65%	\$5,346.00	\$5,964.22	\$5,420.00	\$5,698.00	\$278.00		
230 Retirement (34.00%)	\$23,759.00	\$22,295.39	\$24,018.00	\$25,326.00	\$1,308.00		
240 Tuition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
250 Unemployment	\$210.00	\$0.00	\$213.00	\$223.00	\$10.00		
260 Workers Compensation	\$346.00	\$0.00	\$351.00	\$369.00	\$18.00		
290 Other Employee Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
329 Staff Development	\$0.00	\$235.00	\$0.00	\$0.00	\$0.00		
430 Repair & Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
441 Rental Land & Buildings	\$1,322.00	\$0.00	\$0.00	\$0.00	\$0.00		
510 Field Trips	\$0.00	\$5,699.11	\$0.00	\$0.00	\$0.00		
532 Communications/Postage	\$750.00	\$802.80	\$750.00	\$750.00	\$0.00		
540 Advertising	\$500.00	\$0.00	\$500.00	\$500.00	\$0.00		
580 Travel	\$13,000.00	\$2,161.76	\$5,000.00	\$5,000.00	\$0.00		
610 Supplies	\$5,000.00	\$5,518.97	\$5,000.00	\$5,000.00	\$0.00		
635 Meals/Refreshments	\$0.00	\$26.26	\$0.00	\$0.00	\$0.00		
640 Books and Periodicals	\$500.00	\$0.00	\$500.00	\$500.00	\$0.00		
650 Tech Supplies/Software	\$0.00	\$3,392.00	\$0.00	\$0.00	\$0.00		
762 Capital Replace Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
810 Dues & Fees	\$5,000.00	\$7,262.53	\$5,000.00	\$5,000.00	\$0.00		
<b>Subtotal</b>	<b>\$136,224.00</b>	<b>\$134,383.03</b>	<b>\$128,989.00</b>	<b>\$134,831.00</b>	<b>\$5,842.00</b>	<b>\$5,842.00</b>	<b>4.53%</b>
<b>1372 Penn College Option</b>							
566 Tuition to Comm College							
567 Penn College Option	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
610 Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
640 Penn College Textbooks	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
			<b>7</b>				

Expenditure Code & Description	2023-24 Budget	2023-24 Actual	2024-25 Budget	2025-26 Budget	Variance	Increase	%
<b>1373 Computer Engineering Technology</b>							
121 Salary - Teacher	\$46,041.00	\$44,794.88	\$46,183.00	\$49,343.00	\$3,160.00		
271 Medical	\$9,856.00	\$10,162.81	\$10,629.00	\$11,219.00	\$590.00		
212 Dental	\$540.00	\$390.12	\$540.00	\$540.00	\$0.00		
213 Life Insurance	\$75.00	\$0.00	\$75.00	\$75.00	\$0.00		
214 Income Protection	\$92.00	\$0.00	\$92.00	\$99.00	\$7.00		
220 Social Security (7.65%)	\$3,522.00	\$3,260.47	\$3,533.00	\$3,775.00	\$242.00		
230 Retirement (34.00%)	\$15,654.00	\$15,230.28	\$15,656.00	\$16,777.00	\$1,121.00		
240 Tuition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
250 Unemployment	\$138.00	\$0.00	\$139.00	\$148.00	\$9.00		
260 Workers Compensation	\$228.00	\$0.00	\$229.00	\$244.00	\$15.00		
329 Staff Development	\$0.00	\$45.00	\$0.00	\$0.00	\$0.00		
430 Repair & Maintenance of Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
441 Rental of Land & Buildings	\$13,904.00	\$0.00	\$0.00	\$0.00	\$0.00		
580 Travel	\$250.00	\$0.00	\$250.00	\$250.00	\$0.00		
610 Supplies	\$8,000.00	\$7,484.38	\$8,000.00	\$8,000.00	\$0.00		
640 Books and Periodicals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
650 Tech Supplies/Software	\$0.00	\$600.00	\$0.00	\$0.00	\$0.00		
756 Technology Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
810 Dues & Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Subtotal</b>	<b>\$98,300.00</b>	<b>\$81,967.94</b>	<b>\$85,326.00</b>	<b>\$90,470.00</b>	<b>\$5,144.00</b>	<b>\$5,144.00</b>	<b>6.03%</b>
<b>1382 Building Construction</b>							
121 Salary - Teacher	\$44,795.00	\$49,579.60	\$46,183.00	\$48,261.00	\$2,078.00		
121 Salary - Flex or Mid-Session	\$4,800.00	\$0.00	\$9,600.00	\$10,400.00	\$800.00		
191 Salary - Shop Assistant	\$18,135.00	\$16,197.44	\$18,077.00	\$18,619.00	\$542.00		
271 Medical Insurance	\$9,856.00	\$9,852.25	\$10,629.00	\$11,219.00	\$590.00		
212 Dental Insurance	\$540.00	\$371.64	\$0.00	\$0.00	\$0.00		
213 Life Insurance	\$75.00	\$0.00	\$75.00	\$75.00	\$0.00		
214 Income Protection	\$90.00	\$0.00	\$92.00	\$97.00	\$5.00		
220 Social Security (7.65%)	\$5,181.00	\$4,867.09	\$5,650.00	\$5,912.00	\$262.00		
230 Retirement (34.00%)	\$23,028.00	\$22,364.19	\$25,038.00	\$26,275.00	\$1,237.00		
240 Tuition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
250 Unemployment	\$202.00	\$0.00	\$222.00	\$232.00	\$10.00		
260 Workers Compensation	\$336.00	\$0.00	\$366.00	\$382.00	\$16.00		
329 Staff Development	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
430 Equipment Repair	\$500.00	\$0.00	\$500.00	\$500.00	\$0.00		
441 Rental of Land & Buildings	\$53,937.00	\$0.00	\$0.00	\$0.00	\$0.00		
442 Rental of Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
580 Travel	\$250.00	\$330.42	\$250.00	\$250.00	\$0.00		
610 Supplies	\$12,000.00	\$12,754.10	\$12,000.00	\$12,000.00	\$0.00		
640 Books and Periodicals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
650 Tech Supplies/Software	\$0.00	\$1,327.00	\$0.00	\$0.00	\$0.00		
752/762 Equipment -	\$0.00	\$20,484.87	\$0.00	\$0.00	\$0.00		
810 Dues & Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Subtotal</b>	<b>\$173,725.00</b>	<b>\$138,128.60</b>	<b>\$128,682.00</b>	<b>\$134,222.00</b>	<b>\$5,540.00</b>	<b>\$5,540.00</b>	<b>4.31%</b>
			8				



Expenditure Code & Description	2023-24 Budget	2023-24 Actual	2024-25 Budget	2025-26 Budget	Variance	Increase	%
<b>1385 Transportation</b>							
121 Salary - Teacher (2)	\$115,240.00	\$116,329.69	\$119,304.00	\$111,269.00	(\$8,035.00)		
121 - Flex or Mid-Session	\$19,200.00	\$19,200.00	\$19,200.00	\$20,800.00	\$1,600.00		
191 - Shop Assistant	\$18,679.00	\$17,742.68	\$19,245.00	\$19,624.00	\$579.00		
271 Medical	\$34,003.00	\$29,954.80	\$32,313.00	\$48,865.00	\$16,552.00		
212 Dental	\$1,740.00	\$1,623.00	\$1,740.00	\$1,740.00	\$0.00		
213 Life Insurance	\$150.00	\$0.00	\$150.00	\$150.00	\$0.00		
214 Income Protection	\$230.00	\$0.00	\$239.00	\$223.00	(\$16.00)		
220 Social Security (7.65%)	\$11,714.00	\$11,233.24	\$12,068.00	\$11,620.00	(\$448.00)		
230 Retirement (34.00%)	\$52,061.00	\$52,112.62	\$53,477.00	\$51,644.00	(\$1,833.00)		
240 Tuition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
250 Unemployment	\$460.00	\$0.00	\$474.00	\$455.00	(\$19.00)		
260 Workers Compensation	\$757.00	\$0.00	\$780.00	\$752.00	(\$28.00)		
329 Staff Development	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
432 Repairs & Maintenance	\$2,500.00	\$6,578.42	\$2,500.00	\$2,500.00	\$0.00		
441 Rental of Land & Buildings	\$19,032.00	\$0.00	\$0.00	\$0.00	\$0.00		
442 Equipment Rental	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
580 Travel	\$500.00	\$0.00	\$500.00	\$500.00	\$0.00		
610 Supplies	\$33,000.00	\$33,586.37	\$33,000.00	\$33,000.00	\$0.00		
640 Books & Periodicals	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	\$0.00		
752/762 Equipment	\$0.00	\$24,766.44	\$0.00	\$0.00	\$0.00		
810 Dues & Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
870 Donated Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Subtotal</b>	<b>\$311,266.00</b>	<b>\$313,127.26</b>	<b>\$296,990.00</b>	<b>\$305,342.00</b>	<b>\$8,352.00</b>	<b>\$8,352.00</b>	<b>2.81%</b>
<b>1390 Criminal Justice</b>							
121 Salary - Teacher	\$44,795.00	\$49,608.29	\$46,183.00	\$48,261.00	\$2,078.00		
121 Flex or Mid-Session	\$4,800.00	\$0.00	\$0.00	\$0.00	\$0.00		
271 Medical Insurance	\$24,147.00	\$15,967.51	\$26,042.00	\$2,000.00	(\$24,042.00)		
212 Dental Insurance	\$1,200.00	\$1,131.24	\$1,200.00	\$1,200.00	\$0.00		
213 Life Insurance	\$75.00	\$0.00	\$75.00	\$75.00	\$0.00		
214 Income Protection	\$90.00	\$0.00	\$92.00	\$97.00	\$5.00		
220 Social Security (7.65%)	\$3,794.00	\$3,577.20	\$3,533.00	\$3,692.00	\$159.00		
230 Retirement (34.00%)	\$16,862.00	\$16,802.01	\$15,656.00	\$16,409.00	\$753.00		
240 Tuition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
250 Unemployment	\$148.00	\$0.00	\$139.00	\$145.00	\$6.00		
260 Workers Compensation	\$246.00	\$0.00	\$229.00	\$239.00	\$10.00		
329 Staff Development	\$0.00	\$708.00	\$0.00	\$0.00	\$0.00		
430 Equipment Repair & Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
441 Rental of Land & Buildings (ELSD)	\$9,868.00	\$0.00	\$0.00	\$0.00	\$0.00		
586 Tuition to Comm College	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
580 Travel	\$250.00	\$1,001.68	\$250.00	\$250.00	\$0.00		
610 Supplies	\$4,000.00	\$3,543.60	\$4,000.00	\$4,000.00	\$0.00		
640 Books & Periodicals	\$1,300.00	\$0.00	\$1,300.00	\$500.00	(\$800.00)		
752 Capitalized Equipment	\$0.00	\$1,162.53	\$0.00	\$0.00	\$0.00		
810 Dues & Fees	\$0.00	\$55.00	\$0.00	\$0.00	\$0.00		
890 Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Subtotal</b>	<b>\$111,575.00</b>	<b>\$93,557.06</b>	<b>\$98,699.00</b>	<b>\$76,868.00</b>	<b>(\$21,831.00)</b>	<b>(\$21,831.00)</b>	<b>-22.12%</b>
			9				

Expenditure Code & Description	2023-24 Budget	2023-24 Actual	2024-25 Budget	2025-26 Budget	Variance	Increase	%
<b>1391 Other Support</b>							
191 Salary - Aides			\$54,231.00	\$37,238.00	(\$16,993.00)		
220 Social Security (7.65%)			\$4,149.00	\$2,848.00	(\$1,301.00)		
230 Retirement (33.90%)			\$18,384.00	\$12,660.00	(\$5,724.00)		
250 Unemployment			\$162.00	\$112.00	(\$50.00)		
260 Workers Compensation			\$267.00	\$184.00	(\$83.00)		
<b>Subtotal</b>			\$77,193.00	\$53,042.00	(\$24,151.00)		
					\$0.00		
					\$0.00		
<b>1396 PCCD Cares Supplies</b>		\$6,063.50					
<b>1300 SubTotal</b>	\$1,479,618.00	\$1,412,467.92	\$1,392,712.00	\$1,370,432.00	(\$22,280.00)	(\$22,280.00)	-1.60%
<b>1699 Adult Education</b>							
121 Salaries	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
220 Social Security (7.65%)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
230 Retirement (34.00%)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
540 Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
580 Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
610 Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Subtotal</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
					\$0.00		
<b>1600 SubTotal</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
					\$0.00		
<b>1000 SubTotal</b>	\$1,479,618.00	\$1,412,467.92	\$1,392,712.00	\$1,370,432.00	(\$22,280.00)	(\$22,280.00)	-1.60%
<b>2120 Support Services - Guidance Services</b>							
121 Salary	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
200 Other Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
220 Social Security (7.65%)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
230 Retirement (34.00%)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
330 Purchased Professional Services	\$37,822.00	\$22,100.00	\$108,957.00	\$110,126.00	\$1,169.00		
<b>Subtotal</b>	\$37,822.00	\$22,100.00	\$108,957.00	\$110,126.00	\$1,169.00	\$1,169.00	1.07%
<b>2190 Support Services - Other Pupil Pers Svcs</b>							
122 Substitutes		\$10,750.00					
220 Social Security (7.65%)		\$822.39					
580 Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
752 Capitalized Equipment		\$46,610.23					
<b>Subtotal</b>	\$0.00	\$58,182.62	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
					\$0.00	\$0.00	
<b>2100 SubTotal</b>	\$37,822.00	\$80,282.62	\$108,957.00	\$110,126.00	\$1,169.00	\$1,169.00	1.07%
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Expenditure Code & Description	2023-24 Budget	2023-24 Actual	2024-25 Budget	2025-26 Budget	Variance	Increase	%
<b>2290 Support Services - Instructional Staff</b>							
122 Substitutes	\$12,000.00	\$16,460.89	\$12,000.00	\$29,500.00	\$17,500.00		
220 Social Security (7.65%)	\$918.00	\$1,213.37	\$918.00	\$2,257.00	\$1,339.00		
230 Retirement (34.00%)	\$4,080.00	\$1,789.82	\$4,080.00	\$10,030.00	\$5,950.00		
240 Tuition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
250 Unemployment	\$36.00	\$0.00	\$36.00	\$89.00	\$53.00		
260 Workers Compensation	\$59.00	\$0.00	\$59.00	\$146.00	\$87.00		
300 Purchased Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
500 Other Purchased Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
580 Travel	\$5,000.00	\$0.00	\$5,000.00	\$500.00	(\$4,500.00)		
<b>Subtotal</b>	<b>\$22,093.00</b>	<b>\$19,463.88</b>	<b>\$22,081.00</b>	<b>\$42,622.00</b>	<b>\$20,441.00</b>	<b>\$20,441.00</b>	<b>92.57%</b>
<b>2260 Support Services - Instruction &amp; Curr Dev</b>							
121 Salaries	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
220 Social Security (7.65%)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
230 Retirement (34.00%)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
580 Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>2271 Support Services - Staff Development Instructional</b>							
121 Salaries	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
220 Social Security (7.65%)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
230 Retirement (34.00%)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
240 Tuition	\$28,000.00	\$20,884.00	\$20,000.00	\$20,000.00	\$0.00		
250 Unemployment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
260 Workers Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
324/360 Professional Development	\$250.00	\$6,988.00	\$250.00	\$250.00	\$0.00		
580 Travel	\$727.00	\$3,125.32	\$727.00	\$250.00	(\$477.00)		
<b>Subtotal</b>	<b>\$28,977.00</b>	<b>\$30,997.32</b>	<b>\$20,977.00</b>	<b>\$20,500.00</b>	<b>(\$477.00)</b>	<b>(\$477.00)</b>	<b>-2.27%</b>
<b>2200 SubTotal</b>	<b>\$51,070.00</b>	<b>\$50,461.20</b>	<b>\$43,058.00</b>	<b>\$63,022.00</b>	<b>\$19,964.00</b>	<b>\$19,964.00</b>	<b>46.37%</b>
<b>2310 Board Services</b>							
111 Superintendent of Record	\$7,750.00	\$7,750.00	\$7,750.00	\$7,750.00	\$0.00		
220 Social Security (7.65%)	\$593.00	\$592.88	\$593.00	\$593.00	\$0.00		
230 Retirement (34.00%)	\$2,635.00	\$2,635.00	\$2,627.00	\$2,635.00	\$8.00		
250 Unemployment	\$23.00	\$0.00	\$23.00	\$23.00	\$0.00		
260 Workers Compensation	\$38.00	\$0.00	\$38.00	\$38.00	\$0.00		
330 Professional Svcs	\$2,500.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00		
525 Bonding Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Subtotal</b>	<b>\$13,539.00</b>	<b>\$10,977.88</b>	<b>\$12,031.00</b>	<b>\$12,039.00</b>	<b>\$8.00</b>	<b>\$8.00</b>	<b>0.07%</b>
<b>2320 Board Treasurer Services</b>							
525 Bonding Insurance	\$100.00	\$100.00	\$100.00	\$100.00	\$0.00		
<b>Subtotal</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>2350 Legal Services</b>							
330 Legal Services	\$5,000.00	\$3,420.72	\$5,000.00	\$5,000.00	\$0.00		
<b>Subtotal</b>	<b>\$5,000.00</b>	<b>\$3,420.72</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
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Expenditure Code & Description	2023-24 Budget	2023-24 Actual	2024-25 Budget	2025-26 Budget	Variance	Increase	%
<b>2360 Office of the Director</b>							
111 Salaries	\$110,334.00	\$55,859.12	\$113,644.00	\$119,628.00	\$5,984.00		
111 Dean of Students	\$750.00	\$750.00	\$750.00	\$900.00	\$150.00		
151 Salary/Executive Secretary	\$36,733.00	\$36,733.05	\$38,570.00	\$40,499.00	\$1,929.00		
151 Salary/Board Secretary	\$3,000.00	\$2,999.96	\$3,000.00	\$3,000.00	\$0.00		
151 Salary/Secretary	\$18,331.00	\$16,806.15	\$20,065.00	\$20,688.00	\$603.00		
151 Salary Adjustment	\$0.00		\$0.00	\$0.00	\$0.00		
271 Medical Insurance	\$28,400.00	\$19,516.97	\$30,751.00	\$33,057.00	\$2,306.00		
212 Dental Insurance	\$1,740.00	\$1,623.00	\$1,740.00	\$1,740.00	\$0.00		
213 Life Insurance	\$323.00	\$0.00	\$331.00	\$344.00	\$13.00		
214 Income Protection	\$217.00	\$0.00	\$217.00	\$225.00	\$8.00		
220 Social Security (7.65%)	\$12,940.00	\$8,386.04	\$13,469.00	\$14,132.00	\$663.00		
230 Retirement (34.00%)	\$57,510.00	\$37,490.01	\$59,680.00	\$62,804.00	\$3,124.00		
240 Tuition Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
250 Unemployment Compensation	\$507.00	\$0.00	\$528.00	\$554.00	\$26.00		
260 Workers Compensation	\$638.00	\$6,105.00	\$872.00	\$913.00	\$41.00		
323 Workshops & Conferences	\$2,500.00	\$100.00	\$2,500.00	\$500.00	(\$2,000.00)		
330 Professional Svcs	\$0.00	\$595.00	\$0.00	\$0.00	\$0.00		
432 Equipment Repairs	\$500.00	\$475.00	\$500.00	\$500.00	\$0.00		
442 Rental of Equipment	\$5,000.00	\$3,453.10	\$4,000.00	\$4,000.00	\$0.00		
523 General Property & Liability Insurance	\$30,880.00	\$32,226.00	\$32,351.00	\$32,351.00	\$0.00		
532 Communications & Postage	\$3,500.00	\$4,175.13	\$3,500.00	\$3,500.00	\$0.00		
549 Advertising	\$1,750.00	\$5,571.73	\$1,750.00	\$1,750.00	\$0.00		
580 Travel	\$4,000.00	\$2,126.82	\$4,000.00	\$2,000.00	(\$2,000.00)		
610 Supplies	\$23,000.00	\$29,909.53	\$23,000.00	\$23,000.00	\$0.00		
635 Meals/Refreshments	\$2,000.00	\$3,739.33	\$2,000.00	\$2,000.00	\$0.00		
640 Books & Periodicals	\$1,000.00	\$32.00	\$500.00	\$500.00	\$0.00		
756 Technology Equipment							
810 Dues & Fees	\$3,000.00	\$6,245.51	\$3,000.00	\$3,000.00	\$0.00		
840 Budgetary Reserve	\$0.00		\$0.00	\$0.00	\$0.00		
<b>Subtotal</b>	<b>\$348,753.00</b>	<b>\$274,918.56</b>	<b>\$360,738.00</b>	<b>\$371,585.00</b>	<b>\$10,847.00</b>	<b>\$10,847.00</b>	<b>3.01%</b>
<b>2380 Office of the Director (Principal duties 50%)</b>							
111 Salaries		\$56,609.00					
220 Social Security (7.65%)		\$4,330.00					
230 Retirement (34.00%)		\$19,247.00					
271 Medical Insurance		\$9,970.00					
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$90,156.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>#DIV/0!</b>
<b>2300 SubTotal</b>	<b>\$367,392.00</b>	<b>\$379,573.16</b>	<b>\$377,869.00</b>	<b>\$388,724.00</b>	<b>\$10,855.00</b>	<b>\$10,855.00</b>	<b>2.87%</b>
<b>2420 Nursing Services</b>							
390 Purchased Prof Svcs (ELSD Nurse Svcs)	\$12,000.00	\$99.05	\$3,000.00	\$1,000.00	(\$2,000.00)		
<b>Subtotal</b>	<b>\$12,000.00</b>	<b>\$99.05</b>	<b>\$3,000.00</b>	<b>\$1,000.00</b>	<b>(\$2,000.00)</b>	<b>(\$2,000.00)</b>	
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Expenditure Code & Description	2023-24 Budget	2023-24 Actual	2024-25 Budget	2025-26 Budget	Variance	Increase	%
<b>2516 Audit Services</b>							
330 Audit	\$7,500.00	\$13,000.00	\$7,875.00	\$7,875.00	\$0.00		
<b>Subtotal</b>	<b>\$7,500.00</b>	<b>\$13,000.00</b>	<b>\$7,875.00</b>	<b>\$7,875.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>2519 Business Services</b>							
340 Technical Services	\$150.00	\$1,650.00	\$150.00	\$150.00	\$0.00		
390 Purchased Prof Svcs (ELSD Business Svcs)	\$28,410.00	\$19,962.45	\$25,000.00	\$25,000.00	\$0.00		
441 Lease agreement with new facility	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
561 Subsidy	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
591 Computer Service & Operations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
610 Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
750 Computer Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
890 Refund of Prior Year Excess Fund Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Subtotal</b>	<b>\$28,560.00</b>	<b>\$21,612.45</b>	<b>\$25,150.00</b>	<b>\$25,150.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>2620 Facilities &amp; Maint.</b>							
441 Lease agreement with new facility	\$181,813.00	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Subtotal</b>	<b>\$181,813.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>2660 Security Services</b>							
610 Supplies	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Subtotal</b>	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>2790 Transportation</b>							
500 Travel Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>2818 Technology Services</b>							
330 Student Information System	\$18,000.00	\$0.00	\$0.00	\$0.00	\$0.00		
390 Purchased Prof Svcs (ELSD Tech Svcs)	\$22,267.00	\$1,953.25	\$10,000.00	\$5,000.00	(\$5,000.00)		
438 Repairs and Maintenance	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00		
618/650 Computer Supplies	\$12,000.00	\$33,813.78	\$30,000.00	\$30,000.00	\$0.00		
760 Equipment Replacement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
911 Computer Lease	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Subtotal</b>	<b>\$55,267.00</b>	<b>\$35,667.03</b>	<b>\$40,000.00</b>	<b>\$35,000.00</b>	<b>(\$5,000.00)</b>	<b>(\$5,000.00)</b>	<b>-12.50%</b>
<b>2400, 2500, 2600 &amp; 2800 SubTotal</b>	<b>\$286,140.00</b>	<b>\$70,378.53</b>	<b>\$76,025.00</b>	<b>\$69,025.00</b>	<b>(\$7,000.00)</b>	<b>(\$7,000.00)</b>	<b>-9.21%</b>
<b>2000 SubTotal</b>	<b>\$742,424.00</b>	<b>\$580,695.51</b>	<b>\$605,909.00</b>	<b>\$630,897.00</b>	<b>\$24,988.00</b>	<b>\$24,988.00</b>	<b>4.12%</b>
<b>3210 Student Activities</b>							
121 Salaries	\$2,400.00	\$0.00	\$2,400.00	\$2,700.00	\$300.00		
220 Social Security (7.65%)	\$184.00	\$0.00	\$183.00	\$207.00	\$24.00		
230 Retirement (34.00%)	\$816.00	\$0.00	\$813.00	\$918.00	\$105.00		
250 Unemployment	\$6.00	\$0.00	\$6.00	\$9.00	\$3.00		
260 Workers Compensation	\$10.00	\$0.00	\$12.00	\$12.00	\$0.00		
580 Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Subtotal</b>	<b>\$3,416.00</b>	<b>\$0.00</b>	<b>\$3,414.00</b>	<b>\$3,846.00</b>	<b>\$432.00</b>	<b>\$432.00</b>	<b>12.65%</b>
<b>3000 SubTotal</b>	<b>\$3,416.00</b>	<b>\$0.00</b>	<b>\$3,414.00</b>	<b>\$3,846.00</b>	<b>\$432.00</b>	<b>\$432.00</b>	<b>12.65%</b>
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Expenditure Code & Description	2023-24 Budget	2023-24 Actual	2024-25 Budget	2025-26 Budget	Variance	Increase	%
<b>4400 Architect/Engineering Services</b>							
330 Professional Services		\$146,949.52	\$150,000.00	\$300,000.00	\$150,000.00		
<b>Subtotal</b>	\$0.00	<b>\$146,949.52</b>	<b>\$150,000.00</b>	<b>\$300,000.00</b>	<b>\$150,000.00</b>		
					\$0.00		
<b>4600 Building Improvement</b>							
700 Equipment/Property Improvements		\$39,160.40			\$0.00		
<b>Subtotal</b>	\$0.00	<b>\$39,160.40</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		
<b>4000 Sub Total</b>	<b>\$0.00</b>	<b>\$186,109.92</b>	<b>\$150,000.00</b>	<b>\$300,000.00</b>	<b>\$150,000.00</b>	<b>\$150,000.00</b>	<b>100.00%</b>
<b>5140 Other Expenses and Financing</b>							
831 Interest -Lease/Financing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
911 Principal - Loans/Lease Purchase	\$0.00	\$296,088.00	\$303,827.00	\$94,645.00	(\$209,182.00)		
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$296,088.00</b>	<b>\$303,827.00</b>	<b>\$94,645.00</b>	<b>(\$209,182.00)</b>	<b>(\$209,182.00)</b>	<b>-68.85%</b>
<b>5230 Capital Project Transfers</b>							
931 Transfer to Capital Project Reserve	\$30,000.00	\$96,000.00	\$96,000.00	\$96,000.00	\$0.00		
<b>Subtotal</b>	<b>\$30,000.00</b>	<b>\$96,000.00</b>	<b>\$96,000.00</b>	<b>\$96,000.00</b>	<b>\$0.00</b>		
<b>5300 Component Unit Transactions</b>							
900 School District Refunds	\$245,000.00	\$0.00	\$300,000.00	\$300,000.00	\$0.00		
<b>Subtotal</b>	<b>\$245,000.00</b>	<b>\$0.00</b>	<b>\$300,000.00</b>	<b>\$300,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>5900 Fund Balance/Budgetary Reserve</b>							
Budgetary Reserve 1-Capital Projects/Equipm	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00		
Budgetary Reserve 2	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Subtotal</b>	<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>#DIV/0!</b>
<b>5000 SubTotal</b>	<b>\$285,000.00</b>	<b>\$332,088.00</b>	<b>\$639,827.00</b>	<b>\$430,645.00</b>	<b>(\$209,182.00)</b>	<b>(\$209,182.00)</b>	<b>-32.69%</b>
<b>Total Budget</b>	<b>\$2,510,458.00</b>	<b>\$2,511,361.35</b>	<b>\$2,791,862.00</b>	<b>\$2,735,820.00</b>	<b>(\$56,042.00)</b>	<b>(\$56,042.00)</b>	<b>-2.01%</b>
			<b>14</b>				

**LYCOMING CAREER & TECHNOLOGY CENTER  
SUMMARY OF LEASE AGREEMENTS  
2025-26 SCHOOL YEAR**

<b>Program</b>	<b>Square Footage</b>	<b>No. of Sessions</b>	<b>Proposed Basic Cost/SqFt</b>
<b>New Facility 4.49 per sq ft</b>			
Hospitality (1340)		1	\$ -
Power & Transportation (1385)		1	\$ -
Health Occupations (1330)		1	
<b>Total</b>	<b>10,000</b>		<b>\$ 44,900.00</b>
<b>Existing Facilities 4.49 per sq ft</b>			
Building Construction (1382)	4,081	1	\$ 18,324.00
Computer Engineering (1373)	1,578	1	\$ 7,085.00
Criminal Justice (1390)	1,120	1	\$ 5,029.00
Health Occupations (1330)	720	1	\$ 3,233.00
Child Care (1341)	1,120	1	\$ 5,029.00
Workforce Dev. Coord. Office (1360)	300	1	\$ 1,347.00
Transportation/Auto (1385)	2,160	1	\$ 9,698.00
<b>Total</b>	<b>11,079</b>		<b>\$49,744.71</b>
<b>Total Amount</b>	<b>21,079</b>		<b>\$94,644.71</b>
2025-26 Rental Rate	4.49 Sqft.		
2024-25 Rental Rate	4.49 Sqft.		2% Increase
2023-24 Rental Rate	4.41 Sqft.		
2022-23 Rental Rate	4.32 Sqft.		
2021-22 Rental Rate	4.23 Sqft.		
2020-21 Rental Rate	4.15 Sqft.		
2019-20 Rental Rate	4.07 Sqft.		
2018-19 Rental Rate	3.99 Sqft.		
2017-18 Rental Rate	3.91 Sqft.		

**Lycoming Career & Technology Center  
Non-Member Tuition Calculation  
2025-26 School Year**

Student Enrollment Base	325
Tuition Budget	2,735,820.00
Total Revenue	\$716,610.00
Total Tuition Due	<u>\$2,019,210.00</u>
Total Tuition Due	\$2,019,210.00
Enrolled Students	325
Per Student Cost	<u>\$6,212.95</u>
Capital Equipment	\$36,000.00
Capital Rental	\$187,267.00
Total Capital Cost	<u>\$223,267.00</u>
Enrolled Students	325
Per Student Cost	<u>\$686.98</u>
Per Student Cost (Tuition)	\$6,212.95
Per Student Cost (Capital)	\$686.98
Sub-Total Non-Member Cost	<u>\$6,899.93</u>
Cost Surcharge (2%)	\$138.00
Total Non-Member Cost	<u>\$7,037.93</u>

# ***RESOLUTION***

## **LYCOMING CAREER & TECHNOLOGY CENTER BUDGET**

Article 16 - **Annual Budget Adoption**, Articles of Agreement for Establishment of the Lycoming Career and Technology Center requires, "All operations of the school shall be within the limits of the budget adopted by the Area Board in accordance with Section 687 of the Public-School Code of 1949 and Section 1850.1 (c) of Act 579 aforesaid. Approval of each budget shall require an affirmative vote of two-thirds of the participating school districts and a majority vote of all the school directors of all participating school districts. The vote of all the school districts may be by a mail ballot."

At a meeting on \_\_\_\_\_, 2025, by a vote of \_\_\_\_\_ to \_\_\_\_\_,  
with \_\_\_\_\_ abstaining and \_\_\_\_\_ absent, as recorded in the minutes, the Board  
of Directors of the \_\_\_\_\_ School District, a participating district  
of the Lycoming Career and Technology Center, approved \_\_\_\_\_ or disapproved  
\_\_\_\_\_ (Check One) the budget of the Lycoming Career and Technology Center  
for the fiscal year July 1, 2025 to June 30, 2026.

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President

Attest:

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Secretary

Instructions: Each member district will file one copy of this form with the Lycoming Career and Technology Center Office, 293 Cemetery Street, Hughesville, PA 17737 and it shall be made part of the Lycoming Career and Technology Center budget file to confirm compliance with the approved Articles of Agreement.