

March 11, 2024

6:00 P.M. H.S. Library

Mr. Todd Engel President

Region III

Mr. Steve Rupert

Vice President Region II

Mrs. Cathy Bachman

Treasurer Region III

Ms. Erin Armond

Region II

Mr. Ben Brigandi

Region I

Mrs. Summer Bukeavich

Region II

Mr. John Hitesman

Region III

Mr. Nathan Miller

Region I

Mr. Jason Young

Region I

Dr. Eric Briggs

Superintendent

Mrs. Jamie Mowrey

Board Secretary

Mr. Fred Holland

Solicitor

Agenda

Work Session of the Board

The board may vote on any items that properly come before the board.

Opening
Call to Order
Silent Meditation & Pledge of Allegiance
Roll Call
Preliminary Comments on Agenda Items

Action Items

- 1. Employment
- 2. Transportation Driver
- 3. Out-of-State/Overnight Field Trip Requests
- 4. Natural Area Renovation Project
- 5. Change Orders
- 6. Memorandum of Understanding Support Staff Association
- 7. Memorandum of Understanding Teachers Union Agreement
- 8. Approve Policies Second Reading

Items for Discussion

- 1. Football Field Presentation
- 2. Football Scoreboard Presentation
- 3. eRate Category 2 Funding
- 4. Tyler Technologies Software Proposal
- 5. Nittany Learning Services
- 6. Building Project Update
- 7. Junior Borough Council Program
- 8. Youth Basketball and Wrestling Discussion

Old Business New Business Courtesy to the Floor Final Remarks by Board Members

EXECUTIVE SESSION

There will be an Executive Session AFTER the work session regarding contract negotiations and personnel matters.

Adjournment

ACTION ITEMS

1. Employment

Retirement

Dr. Briggs accepted the resignation, for retirement purposes, from Brenda Trimble, 6th Grade Reading Teacher at Rommelt Elementary. Resignation/retirement is effective May 31, 2024.

Mentor

It is recommended the school board appoint Melanie Rojas as a teacher mentor for McKenna Woodley for the remainder of the 2023-2024 school year. Mentor programs are a state school code requirement for all new teachers. Mentor stipend is \$250.

Substitute

It is recommended the school board approve Erin Spencer as a certified substitute for the remainder of the 2023-2024 school year.

Theater Staff

Jared Whitford, Theater Director, is recommending the school board approve the following theater staff and their stipends for the Spring 2024 Junior High Musical:

Jared Whitford, Director \$1,000 Stefanie Welty, Associate Director - \$1,000 Miki Rebeck, Music Director - \$500

Event Security

It is recommended the school board approve Joe Baier as Event Security Staff for the remainder of the 2023-2024 school year.

2. Transportation Driver

It is recommended the school board approve Jeremy Wilton as a transportation driver for the remainder of the 2023-2024 school year.

3. Out-of-State/Overnight Field Trip Requests - Attachment #1

It is recommended the school board approve 5th Grade's out-of-state field trip request to take students to Corning Museum of Class in Corning, NY on May 17, 2024.

It is recommended the school board approve Jessica Kaledas' retro-active overnight field trip request to take four band students to Honesdale, PA on February 23-24, 2024 for PMEA Regional Band.

It is recommended the school board approve Jessica Kaledas' overnight field trip request to take one band student to Central York High School on March 21-23, 2024 for PMEA Regional Orchestra.

It is recommended the school board approve Rachel Knipe's overnight field trip request to take six Key Club students to the Penn Stater Hotel & Conference Center on April 5-7, 2024 for the Key Club District Leadership Conference.

4. Natural Area Renovation Project - Attachment #2

It is recommended the school board approve the Cooperator/Landowner Agreement with USFWS Partners for Fish & Wildlife/Pheasants Forever to mitigate stagnation of water on District property in Armstrong Township that borders the Robert Porter Allen Natural Area.

5. Change Orders – Attachment #3

It is recommended the school board approve the change orders regarding the Central Elementary Building Project presented from Silvertip and Turnkey Electric.

6. Memorandum of Understanding - Support Staff Association - Attachment #4

It is recommended the school board approve the Memorandum of Understanding Grievance Settlement between the South Williamsport Area School District and the South Williamsport Area Educational Support Staff Association.

7. Memorandum of Understanding - Teachers Union Agreement - Attachment #5

It is recommended the school board approve the Memorandum of Understanding regarding the Teachers Union Agreement.

8. Approve Policies - Second Reading

It is recommended the school board approve the second reading of Policy No. 200 – Enrollment of Students, Policy No. 202 – Eligibility of Nonresident Students, and Policy No. 217 – Graduation.

ITEMS FOR DISCUSSION

1. Football Field Presentation

Mr. Ernie Graham from ELA Sports will update the board with a football field presentation.

2. Football Scoreboard Presentation – Attachment #6

Mr. Ray Wenger from Streckler will make a presentation to the board regarding a new scoreboard for the football field.

3. eRate Category 2 Funding – Attachment #7

Mr. Dwight Woodley, Director of Innovative Learning & Information Systems, will discuss the eRate Category 2 Funding contract bids with the board. The eRate Category equipment is to upgrade the District's Network Infrastructure from aging equipment and to meet current network demands.

4. Tyler Technologies Software Proposal

Mrs. Jamie Mowrey, Business Manager, will provide the board with information on Student Transportation Powered by Traversa.

5. Nittany Learning Services

Dr. Briggs will provide the board with a mid-year review on behavior data and how the services are currently working.

6. Building Project Update

Dr. Briggs will discuss the current building projects with the board.

7. Junior Borough Council Program - Attachment #8

Dr. Briggs will share will the board about a partnership program the school district is starting with the Borough of Duboistown. Students will have the opportunity to apply for this program and will serve a term until they graduate or leave the board. This program will provide students a better understanding of local government and how they function.

8. Youth Basketball and Wrestling Discussion

The Superintendent will discuss the youth basketball and wrestling programs with the board.

Print Form



South Williamsport Area School District 515 West Central Ave. South Williamsport, PA

17702

Phone: 570-327-1581 Fax: 570-326-0641 www.swasd.org

Teacher: Samar, Pulver, Zielewicz, Cruz, Son Grade / Club 5th Grade Building Rommelt Elementary □ Date of Application 2/8/2024

General Information

Place to be Visited	Corning Museum of Glass (Corning	
Date of Visitation	May 17, 2024	
Number of Students	91	
Number of Faculty	8	
Additional Chaperon	es yes, approx 8-10	

Transportation

Transportation Needs	Charter Bus(s)	
Departure Time	8:30	
Time Leaving Destination	1:15	

Explain how this trip is related to specific course objectives or will enhance other learning outcomes:

While engaged in interactive learning at the Museum, students will apply math concepts they are studying, specifically three-dimensional geometric shapes and symmetry and asymmetry (alike and not alike). Students will investigate the possibilities and limitations of size and space in the process of art making and museum display. What is glass? How is it made? How is it used? Students will also see a blown glass demonstration, and take part in a make and take activity.

Fees

Admission Fees (\$)	Admission \$0, Activity \$15
Funding Source for Admission	РТО
Funding Source for Transportation	PTO Field Trip Budget

Substitute Coverage

Number and duration of coverage needed:

All 5th grade staff will be in attendance, as well as Mrs. Pierce, and one paraprofessional. A school nurse has already been reserved and a substitute nurse has been contacted.

s this an out of state trip?	KES	-
s this an overnight trip?	NO	-

Additional information if needed:

Approval / Signature Required

Principal:

Superintendent:

Print Form



South Williamsport Area School District 515 West Central Ave. South Williamsport, PA

17702

Phone: 570-327-1581 Fax: 570-326-0641 www.swasd.org

Teacher:	Jessica Kaledas	
Grade / Club	10-12 Band	
Building	Jr / Sr High School	
Date of Application	February 15, 2024	

General Information

Place to be Visited	Honesdale High School
Date of Visitation (February 23, 2024-February 24, 20
Number of Student	4
Number of Faculty	1
Additional Chapero	nes 0

Transportation

Transportation Needs	School Van	
Departure Time	7AM	
Time Leaving Destination	6PM on 2/24/24	

Explain how this trip is related to specific course objectives or will enhance other learning outcomes:

Students were selected by audition to perform with the PMEA Region Band. All students will audition for selection into the PMEA All-State Ensemble. Students will be performing with other advanced high school musicians from Northeastern and Central Pennsylvania under the direction of Dr. Douglas Orzolek.

Fees :

Admission Fees (\$)	\$135/pp
Funding Source for Admission	Budget
Funding Source for Transportation	Budget

Substitute Coverage

Number and duration of coverage needed:

1000		
1 s	ubstitute - Friday, February 23	
	5.0	

Is this an out of state trip?	NO	
Is this an overnight trip?	YES	
		5

Approval / Signature Required

Principal:

Superintendent:

Print Form



South Williamsport Area School District 515 West Central Ave. South Williamsport, PA

17702 Phone: 570-327-1581 Fax: 570-326-0641 www.swasd.org

Teacher:	Jessica Kaledas	
Grade / Club	10-12 Band	
Building	Jr / Sr High School	
Date of Application	February 15, 2024	

General Information

Place to be Visited	Central York High School
Date of Visitation	March 21-23, 2024
Number of Students	1
Number of Faculty	1
Additional Chaperon	es 0

Transportation

Transportation Needs	None Required	
Departure Time	7:30AM	
Time Leaving Destination	4PM on 2/23/24	

Explain how this trip is related to specific course objectives or will enhance other learning outcomes:

Matthew He was selected by audition to perform with the PMEA Central Region Orchestra. He will audition for selection into the PMEA All-State Orchestra Ensemble. Matthew will be performing with other advanced high school musicians from Northeastern and Central Pennsylvania under the direction of Ms. Hannah Schendel.

Fees

Admission Fees (\$)	\$208/pp	
Funding Source for Admission	Budget	
Funding Source for Transportation	Budget	

Substitute Coverage

1 substitute - March 21 & March 22

Number and duration of coverage needed:

*		
ls this an out of state trip?	NO	
Is this an overnight trip?	YES	

Additiona	l information	if needed:

4
€

Approval / Signature Required

Principal:

Superintendent:

Print Form



South Williamsport Area School District 515 West Central Ave. South Williamsport, PA

Phone: 570-327-1581

Teacher:	Mrs. Rachel Knipe	
Grade / Club	Key Club	
Building	Jr / Sr High School	
Date of Application	Feb 23, 2024	

Fax: 570-326-0641 www.swasd.org **General Information** Fees 2910.00 1799.00 Admission Fees (\$) Place to be Visited Penn Stater Hotel & Conf Center April 5-7 Date of Visitation Funding Source for Club budget Admission Number of Students 6 **Number of Faculty** 1 **Funding Source for** Club budget **Additional Chaperones** Transportation **Transportation Substitute Coverage School Van Transportation Needs** Number and duration of coverage needed: **4 PM** Departure Time No substitute required. Time Leaving Destination 8 AM Explain how this trip is related to specific course objectives or will enhance other learning outcomes: This is the Key Club District Leadership Convention. Our 24-25 Key Club Officers will attend and engage in leadership training via workshops NO Is this an out of state trip? and networking with other local Key Club leaders. YES Is this an overnight trip? Additional information if needed: **Approval / Signature Required** Principal: essi Smuth Superintendent:

The South Side Recreational Authority (SSRA) manages the Robert Porter Allen Nature Area that borders the high school softball, baseball, and practice soccer fields. SSRA is doing a major wetland reclamation project starting this spring (2024).

There are areas of wetland on school property that are known to hold stagnant water which has the potential to encourage mosquitoes. Recent testing has shown an increase in West Nile virus in the county as well.

Proposed is for the SSRA to expand some drainage into the areas that can hold this water while we have equipment on site.

Access will only be through our nature area.

This work will not impact any of the sports fields.

Any costs associated with this work will be covered by the SSRA project.

Attached below is an aerial image showing the approximate property line and highlighted are the areas of concern.

Also attached is the landowner agreement to allow our contractor, US Fish and Wildlife/Pheasants Forever, to access the area. Again, access will only be from the nature area, not through sports fields.



Collection Date	County	Municipality	Site
09/21/2023	Lycoming	Armstrong Twp	41ARM_Mountie_Fields_East
Lycoming	Armstrong Twp	Adult- Barrier	14-SEP-23
09/12/2023	Lycoming	Armstrong Twp	41ARM_Mountie_Fields_East
09/11/2023	Lycoming	Armstrong Twp	41ARM_Mountie_Fields_East
08/31/2023	Lycoming	Armstrong Twp	41ARM_Mountie_Fields_East
08/23/2023	Lycoming	Armstrong Twp	41ARM_Mountie_Fields_East
08/22/2023	Lycoming	Armstrong Twp	41ARM_Mountie_Fields_East
Lycoming	Armstrong Twp	Larval	18-AUG-23
08/18/2023	Lycoming	Armstrong Twp	41ARM_Mountie_Fields_East
08/16/2023	Lycoming	Armstrong Twp	41ARM_Mountie_Fields_East
Lycoming	Armstrong Twp	Adult- ULV	15-AUG-23
Lycoming	Armstrong Twp	Adult-Barrier	11-AUG-23
08/10/2023	Lycoming	Armstrong Twp	41ARM_Mountie_Fields_East
08/10/2023	Lycoming	Armstrong Twp	41ARM_Mountie_Fields_East
Lycoming	Armstrong Twp	Larval	09-AUG-23
Lycoming	Armstrong Twp	Adult- ULV	09-AUG-23
08/08/2023	Lycoming	Armstrong Twp	41ARM_Mountie_Fields_East
Lycoming	Armstrong Twp	Adult- Barrier	03-AUG-23
08/02/2023	Lycoming	Armstrong Twp	41ARM_Mountie_Fields_East
07/27/2023	Lycoming	Armstrong Twp	41ARM_Mountie_Fields_East
07/25/2023	Lycoming	Armstrong Twp	41ARM_Mountie_Fields_East
07/20/2023	Lycoming	Armstrong Twp	41ARM_Mountie_Fields_East
07/12/2023	Lycoming	Armstrong Twp	41ARM_Mountie_Fields_East
06/19/2023	Lycoming	Armstrong Twp	41ARM_Mountie_Fields_East
06/07/2023	Lycoming	Armstrong Twp	41ARM_Mountie_Fields_East
05/18/2023	Lycoming	Armstrong Twp	41ARM_Mountie_Fields_East
05/10/2023	Lycoming	Armstrong Twp	41ARM_Mountie_Fields_East
04/19/2023	Lycoming	Armstrong Twp	41ARM_Mountie_Fields_East
04/06/2023	Lycoming	Armstrong Twp	41ARM_Mountie_Fields_East
TREATMENTS			
ARM:	Adult-ULV		2
	Adult- barrier		3
	Larval		2
	TOTAL	•	7

WNV Positive Samples: 2

Trap	Adult Imm	atures
Gravid Trap	49	
Gravid Trap	98	
Dipping	0	
Gravid Trap	147	
Gravid Trap	120	
Dipping	0	
Dipping	0	5
BG Sentinel	16	
Gravid Trap	417	
BG Sentinel	267	
Dipping	0	85
BG Sentinel	597	
Gravid Trap	46	
Gravid Trap	39	
Gravid Trap	177	
Gravid Trap	3	
Gravid Trap	37	
Gravid Trap	9	
Gravid Trap	1	
Gravid Trap	2	
Dipping	0	
Dipping	0	

COOPERATOR/LANDOWNER AGREEMENT FOR INSTALLATION OF CONSERVATION PRACTICES

I,South Williamsport School District (landowner), certify that <u>USFWS PARTNERS FOR FISH & WILDLIFE/PHEASANTS FOREVER</u> has my permission to install conservation practices and activities on the land listed below for the purpose of satisfying the terms and conditions of the conservation program. The practices are outlined below.
Landowner Name
South Williamsport School District
Landowner/site Address
515 West Central Ave. South Williamsport, PA 17702
Conservation Practices Removal of invasive species and undesirable vegetation through mechanical and chemical means. Construction and enhancement of wetland habitat. Plantings of native tree, shrub, and herbaceous vegetation. Work may also be done to mitigate stagnation of water on landowner's property. All work done shall be performed in such a way to ensure that landowner may improve the areas of its property that are currently outside the wetland areas without needing to mitigate for wetland loss.
The termination date of the agreement will determine when obligations between the parties shall end. Fina determination about the applicability of Nationwide Permit No. 27 to any wetlands restored under this agreement lies with the Corps of Engineers. It is the responsibility of the Cooperator to contact the Corps of Engineers to receive that determination. At the end of the agreement period, any habitat developments to the land will become the property of the Cooperator. There shall be no obligation to any of the parties after the agreement has expired Specifically, the Service will be under no obligation to restore the land to its original condition. Restoration of wetlands under this agreement cannot be credited as mitigation required for the receipt of Federal, State, or local wetlands permits.
Landowner Signature Date Partners for Fish & Wildlife



Change Order

PROJECT: (Name and address) Central Elementary School

OWNER: (Name and address) South Williamsport Area School District

515 West Central Avenue South Williamsport, PA 17702 **CONTRACT INFORMATION:**

Contract For: HVAC Construction

Date: 09/18/2023

ARCHITECT: (Name and address) McKissick Associates PC 317 N. Front Street Harrisburg, PA 17101

CHANGE ORDER INFORMATION:

Change Order Number: H-006 Date: 02/21/2024

CONTRACTOR: (Name and address)

Silvertip, Inc. 7th & St. Mary Street P.O. Box 50 Lewisburg, PA 17837

THE CONTRACT IS CHANGED AS FOLLOWS:

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

Per COR #010 (see attached), provide lintels for Phase 2 wall penetrations in response to RFI 10R (+\$2,947.37); and per COR #011 (see attached), condensate pumps and shut down controls - Phase 2 (+\$4,654.48).

3,676,700.00 The original Contract Sum was -202,725.06 The net change by previously authorized Change Orders 3,473,974.94 The Contract Sum prior to this Change Order was 7,601.85 The Contract Sum will be increased by this Change Order in the amount of 3,481,576.79 The new Contract Sum including this Change Order will be

The Contract Time will be unchanged by Zero (0) days. The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

McKissick Associates PC	Silvertip, Inc.	South Williamsport Area School District
ARCHITECT (Firm name)	CONTRACTOR (Firm name)	OWNER (Fifm name)
Vwz W. Km P		In Broke
SIGNATURE	SIGNATURE	SIGNATURE
Vern L. McKissick III, AIA, President PRINTED NAME AND TITLE	PRINTED NAME AND TITLE	PRINTED NAME AND TITLE
		2/26/24
02/21/2024 DATE	DATE	DATE



Change Order

PROJECT: (Name and address)
Central Elementary School

OWNER: (Name and address)
South Williamsport Area School District
515 West Central Avenue

South Williamsport, PA 17702

CONTRACT INFORMATION:

Contract For: Electrical Construction

Date: 09/18/2023

Harrisburg, PA 17101

ARCHITECT: (Name and address)
McKissick Associates PC
317 N. Front Street

CHANGE ORDER INFORMATION:

Change Order Number: E-002

Date: 02/21/2024

CONTRACTOR: (Name and address)

Turnkey Electrical, Inc. 2440 Lycoming Creek Road Williamsport, PA 17701

THE CONTRACT IS CHANGED AS FOLLOWS:

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

Per COR #E01-Rev1 (see attached), the cost to demo, relocate and install new raceway & wire in corridors 200, 201 & 206 in order to make work accessible for the installation of new duct work. Provide and install conduit, wire and MC cable for lights and exhaust fans that feed corridor 200 temporarily due to duct work not being installed (+\$13,343.80).

The original Contract Sum was
The net change by previously authorized Change Orders
The Contract Sum prior to this Change Order was
The Contract Sum will be increased by this Change Order in the amount of
The new Contract Sum including this Change Order will be

The Contract Time will be unchanged by Zero (0) days. The new date of Substantial Completion will be

\$ 1,264,914.00 \$ -5,000.00 \$ 1,259,914.00 \$ 13,343.80 \$ 1,273,257.80

1

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

McKissick Associates PC	Turnkey Electrical, Inc.	South Williamsport Area School District
ARCHITECT (Firm name)	CONTRACTOR (Firm name)	OWNER (Firm name)
Enry W. Run R		4.30
SIGNATURE	SIGNATURE	SIGNATURE)
Vern L. McKissick III, AIA, President		Enchago, Sepandedet
PRINTED NAME AND TITLE	PRINTED NAME AND TITLE	PRINTED NAME AND TITLE
02/21/2024		2/22/24
DATE	DATE	DATE

MEMORANDUM OF UNDERSTANDING GREIVANCE SETTLEMENT

The parties to this agreement, the South Williamsport Area School District (hereafter called "the District") and the South Williamsport Area Educational Support Staff Association (hereafter called "the Association") agree to the following:

WHEREAS arbitrator Talarico stated in his ruling regarding Association Grievance #2023-001:

"...Regarding the Association's request to adjust Nolan's rate of pay prospectively in accordance with this award, a final determination is withheld in order to permit the parties to confer and attempt to resolve the issue..."

WHEREAS the parties have met and agree to the following changes to Appendix A found in the 2019-2024 Collective Bargaining Agreement:

Appendix A

Classification	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Health Support Service	es		· · · · · · · · · · · · · · · · · · ·		
0-3 years	\$18.05	\$18.30	\$18.55	\$18.80	\$ 19.0 5
4-7 years	\$18.55	\$18.80	\$19.05	\$19.30	\$ 19.5 5
8+ years	\$19.05	\$19.30	\$19.55	\$19.80	\$20.05
Secretary					
0-3 years	\$14.29	\$14.54	\$14.79	\$15.04	\$15.29
4-7 years	\$15.58	\$15.83	\$16.08	\$16.33	\$ 16.58
8+ years	\$17.02	\$17.27	\$17.52	\$17.77	\$ 18.02
Offscale 214 & 345	\$20.57	\$20.82	\$21.07	\$21.32	\$ 21.57
Classification	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Health Support Service	es				400.00
0-3 years	\$18.05	\$18.30	\$18.55	\$18.80	\$20.05
4-7 years	\$18.55	\$18.80	\$19.05	\$19.30	\$20.55
8+ years	\$19.05	\$19.30	\$19.55	\$19.80	\$21.05
Secretary			760		
0-3 years	\$14.29	\$14.54	\$14.79	\$15.04	\$18.02
4-7 years	\$15.58	\$15.83	\$16.08	\$16.33	\$19.31
8+ years	\$17.02	\$17.27	\$17.52	\$17.77	\$20.75

FURTHERMORE, all bargaining unit secretaries shall be placed on the appropriate step/year for the 2023-2024 school year and earn the stated per hour wage. Any secretary earning less than this amount at the time of this agreement shall receive that amount retroactive to July 1, 2023 or date of hire, whichever is appropriate.

FURTHERMORE, all bargaining unit health support services shall be placed on the appropriate step/year for the 2023-2024 school year and earn the stated per hour wage. Any health support services employee earning less than this amount at the time of this agreement shall receive that amount retroactive to July 1, 2023, or date of hire, whichever is appropriate.

WHEREAS the parties agree the adjustment above satisfies the award section of arbitrator Talarico's ruling and both parties agree to be bound by this MOU moving forward. This Memorandum of Understanding also resolves all pending grievances filed by the Association as of this date. The terms and conditions of this agreement are enforceable by and through the grievance process contained within the collective bargaining agreement.

District Signature	Date
Association Signature	Date

South Williamsport Area School District District Office



515 West Central Avenue South Williamsport, PA 17702 P: (570) 327-1581 • F: (570) 326-0641 www.swasd.org

Attachment 5

MEMORANDUM OF UNDERSTANDING

The parties to this agreement, the South Williamsport Area School District (hereafter called "the District") and the South Williamsport Area Education Association (hereafter called "the Association") agree to the following:

WHEREAS Section 5.14 (Length of School Year) currently reads the following:

"The work year for professional employees shall be scheduled by the School Board and shall be up to a maximum of 182 days in 2022-2023, 183 days in 2023-2024, and 184 days in 2024-2025, of which, up to a maximum of 180 days shall be scheduled as instructional days. In the event any professional employee should provide services for more than 182 work days in 2022-2023, 183 work days in 2023-2024, or 184 days in 2024-2025, as defined in section 5.09 and 5.12 above, his/her extra salary for such additional time shall be prorated on a per diem basis. In the event any professional employee should provide services for less than 182 days in 2022-2023, 183 days in 2023-2024, or 184 days in 2024-2025, excluding absences authorized by this Agreement and specifically including absences due to a teachers' work stoppage, his/her salary for such lost time shall be reduced on a per diem basis."

WHEREAS the parties have met and agree to the following changes to Section 5.14 (Length of School Year) found in the 2023-2024 through 2025-2026 Collective Bargaining Agreement:

"The work year for professional employees shall be scheduled by the School Board and shall be up to a maximum of 182 days in 2023-2024, 183 days in 2024-2025, and 184 days in 2025-2026, of which, up to a maximum of 180 days shall be scheduled as instructional days. In the event any professional employee should provide services for more than 182 work days in 2023-2024, 183 work days in 2024-2025, or 184 days in 2025-2026, as defined in section 5.10 and 5.12 above, his/her extra salary for such additional time shall be prorated on a per diem basis. In the event any professional employee should provide services for less than 182 days in 2023-2024, 183 days in 2024-2025, or 184 days in 2025-2026, excluding absences authorized by this Agreement and specifically including absences due to a teachers' work stoppage, his/her salary for such lost time shall be reduced on a per diem basis."

Keep Looking. Keep Learning. LEARN • CREATE • DISCOVER • EXPLORE • INNOVATE

South Williamsport Area School District

District Office

515 West Central Avenue South Williamsport, PA 17702 P: (570) 327-1581 • F: (570) 326-0641 www.swasd.org

WHEREAS the District and the Association agree that the above change in language sunsets at the end of the 2023-2024 through 2025-2026 Agreement		
District Signature	Date	
Association Signature	Date	

Strickler Account Manager.

Ray Wenger rwenger@stricklersigns.com

Cell 717-585-1772

STRICKLER.

3999 Carlisle Pike New Oxford, PA 17350 Office (717) 624-8450 Fax (717) 624-7151



Outdoor Experience | Indoor Experience | Content Creation and Management

Proposal.

Project.

Mounties Football Stadium New Scoreboard

Client.

South Williamsport High School 700 Percy St. South Williamsport, PA

CO-STARS #032-E22-055

Date.
1 | 8 | 2024
Proposal.
35454



Project.
Mounties Football Stadium
New Scoreboard
Proposal #.
35454

W.J. STRICKLER SIGNS, INC., hereinafter referred to as COMPANY, proposes to furnish for the above-named Project hereinafter referred to as CLIENT, the items described below, subject to the terms and conditions set forth herein:

A Football Field - 8' x 26' Static Scoreboard - 24' high structure

SCOPE

Furnish all labor, material, & equipment necessary to fabricate & install (1) new single sided static scoreboard w/ top truss head panel and lower sponsor panel. Mount on existing I-Beams

TOP HEAD, TRUSS, SPONSOR PANEL

- Top Head Panel: 3' x 26" flat painted aluminum
- School logo & Copy: flat aluminum graphic panels non-illuminated
- Bottom Sponsor Panel: 2'-9" x 26' flat aluminum panel w/ graphics applied non-illuminated.
- Bottom Sponsor Panels: 3' x 26'-2" flat aluminum panels w/ graphics applied non-illuminated.
- Graphics: All sponsor graphics to be installed at the time of the sign's installation. Later install will be an upcharge.

SCOREBOARD

- Manufacturer: Watchfire Signs
- Model: WF-FB-11426-P4
- Dimensions: 8' X 26'
- Cabinet Color: TBD
- Trim Tape Color: White
- LED Digit Color: White Digits Red Game Clock
- Caption Colors: TBD
- Controller: MSX5-W-Wireless
- Accessory: Deluxe Horn
- Hand Switches/Controllers: Game Clock
- Warranty: 5-Year Parts, 1-Year labor

ELECTRONIC TEAM NAMES (\$12,000 - Included in Price)

- Manufacturer: Watchfire Signs
- Laptop: control system
- LED Color: white LEDs

INSTALLATION

- Existing Sign: Remove, scarp & transport from site.
- Structure: Utilize existing steel I-beams

Init	ials:		
Init	iais:		



Project.
Mounties Football Stadium
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- Installation: Set new sign on existing steel I-beams.
- Repaint: repaint steel I-Beams black

ELECTRICAL SERVICE UPGRADE:

- Scope:
 - Remove exiting all power conduits, wiring, and existing 200A disconnect switch.
 - Supply and install (1) Square D, Nema3R, 120/240v, 1 phase, eight space M.L.O. panel in place of the pre-existing.
 - Provide and install (2) 20A, 1 pole circuit breaker for new scoreboard and ETN's.
 - Provide all necessary equipment and final scoreboard hookup.

SIGN A - TOTAL ESTIMATED PRICE:

- \$63,000.00
 - Scoreboard \$51,000.00
 - Electronic Team Names \$12,000

D Football Field - Playclocks - 3'x 3' - 11' High Structure

SCOPE

Furnish all labor, material, & equipment necessary to furnish & install (2) new single sided play clocks.

PLAYCLOCKS

- Qty: 2
- Dimensions: 3' x 3' x 6" deep
- Cabinet Color: Blue, black or another standard color
- Digit Size: 2'
- Digit Color: Red, amber, or white
- Operation: MSX5 Wireless Controller
- Auxiliary: Hand switch controller
- Installation: Install playclocks to existing steel pole.
- Warranty: 5-Year Parts, 1-Year labor

SIGN D - TOTAL ESTIMATED PRICE:

- \$8,000.00



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**Due to today's volatile markets, these estimate prices are based on today's product purchase cost, after today, prices are subject to change and will be readjusted at the time of materials

A -CONTRACT AGREEMENT:

- 1 The Terms and Conditions as set forth will hold firm and is required acceptance for fulfillment of said Contract Agreement.
- 2 Any modification, amendment, or deletion thereof to these Terms and Conditions must be agreed upon through written authorization from acting officers of both parties.
- 3 When said Contract Agreement is signed by a duly authorized person of each party, all provisions of these Terms and Conditions contained herein become integral parts of said Contract Agreement, and there is no other agreement or understanding of any nature concerning same unless such agreement or understanding, if any, is specifically incorporated here by reference thereof.
- 4 If, and when, a Contract Agreement changes from its initial scope of said project and to no fault of the Company, including but not limited to: requiring additional materials, labor, services, etc., an issuance of an authorized Change Order will be required and approved by Customer.
- 5 A quotation for the Contract Agreement is valid for ten (45) days as date appears.
- 6 Unless otherwise specified, agreed upon and or found necessary otherwise, all scheduled manufacturing, installation, artisan, professional services, etc., is based in said quotation as of normal business hours of operation: Monday Friday 5am to 5pm.
- 7 Upon acceptance of Contract Agreement, the parties agree that they shall be governed by the terms and conditions as set forth. Any cancellation after execution of a contract agreement will hold Purchaser responsible for any and all costs associated with said work up to the point of cancellation and including but not limited to: governmental and or associated with permit and procurement fees, professional and or artisan design and consolation fees and labor, materials associated with thereof, equipment and or any and all associated labor costs, etc.,

- 8 Both parties shall agree that the scope of the of the Contract Agreement and these Terms and Conditions shall be construed in accordance with the laws of the Commonwealth of Pennsylvania and should any dispute arise, suit may be filed only in the Court of Common Pleas of Adams County, Pennsylvania, or the Middle District of Pennsylvania. If the Company must retain counsel to collect any outstanding amounts due, the Purchaser shall pay the attorney's fees and assisted costs thereof.
- 9 Any and all Purchaser supplied services, plans, designs, specifications, drawings, information, etc., furnished by and or retained services thereof of any other parties, shall hold the Company harmless in the event of and not limited to: misinformation, misrepresentation, negligence errors, illegal supplied materials and or activities, etc., that results in any additional costs or any lawsuit as a result thereof.
- 10 Company reserves the right, after authorized Contract Agreement, the issuance of a Change Order if and when scope of said project changes and affects costs thereof due to but limited to: building and or site conditions have and or will be changed affecting said project; engineered, architectural, design or materials and or other professional service requirements thereof; on-site building, structural, site, etc., surveys; Changes, requests or demands made by purchaser, contactor, tradesmen, landlord, etc.; any and all withheld information either Intentional or non, etc.,
- 11 Unless stated otherwise, Purchaser grants the Company rights to utilize photographs and or graphic reproductions of said project in the Company's media advertising, upon execution of this contract. Any and all of Purchaser's proprietary information, intellectual property and trade secrets will be protected under these terms thereof.
- 12 Authorized documents required for said project to move into production:
 - a Authorized Contract agreement, detailing scope of said project.
 - b Authorized plans and specifications, detailing design, dimensions, colors, etc.
 - c Approved permits and permissions
 - d 50% down payment

B- INTELLECTUAL PROPERTY OWNERSHIP

Initials:

Pg |4



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Strickler Signs hereby reserves all rights, including, without limitation, copyrights, patents, trade secret rights, and other intellectual property rights associated with any ideas, concepts, techniques, inventions, processes, works of authorship, Confidential Information, or trade secrets.

- developed or created by Strickler Signs, solely or jointly with others, during the course of performing work for or on behalf of the Purchaser or any subsidiary of the Purchaser, whether as an employee or independent contractor, at any time during the Employment Period
- that Strickler Signs conceives, develops, discovers or makes in whole or in part during Strickler Signs' employment by the Purchaser that relate to the business of the Purchaser or any subsidiary of the Purchaser or the actual or demonstrably anticipated research or development of the Purchaser or any subsidiary of the Purchaser.
- 3. that Strickler Signs conceives, develops, discovers or makes in whole or in part during or after Strickler Signs' employment by the Purchaser that are made through the use of any of the equipment, facilities, supplies, trade secrets or time of the Purchaser or any subsidiary of the Purchaser, or that result from any work Strickler Signs performs for the Purchaser or any subsidiary of the Purchaser.
- or developed or created by Strickler Signs, solely 4. or jointly with others, at any time before the Purchasing Period, that relate to or involve the Purchaser's businesses (including, but not limited to, the business of the Purchaser). Without limiting the foregoing, to the extent possible, all software, compilations and other original works of authorship included in the Final Product will be considered a "work made for hire" as that term is defined in Title 17 of the United States Code. If, notwithstanding the foregoing, Strickler Signs for any reason retains any right, title or interest in or relating to any Work Product, Strickler Signs agrees promptly to assign, in writing and without any requirement of

further consideration, all such right, title, and interest to the Purchaser. Upon request of the Purchaser at any time during or after the Purchasing Period, Strickler Signs will take such further actions, including execution and delivery of instruments of conveyance, as may be appropriate to evidence, perfect, record or otherwise give full and proper effect to any assignments of rights under or pursuant to this Agreement. Strickler Signs will promptly disclose to the Purchaser any such Work Product in writing.

C - PAYMENT TERMS:

- 1- Purchaser agree to these payment terms upon authorization of contract agreement
 - a Down Payment / Deposit 50% of contract price due with authorization of contract agreement.
 - b Progress Payment 30% of contract price due prior to installation.
 - c Final Payment Remaining balance due within 15 days of final invoice. Final balance will be inclusive of any and all additional costs, change orders and associated permit and engineering fees found in in Section C-Permits and Approvals, #3, sub-headings a-l.
 - d.- There will be a \$50 fee for NSF Checks
- 2 -Taxes not included in prices unless otherwise noted. Tax exempt companies must provide the Company with an applicable tax exemption certificate at the time of authorization of contract agreement, otherwise all applicable taxes will be billed with final invoice under the laws of the State into which the property is to be delivered and or installed.
- 3-In the event no final balance payment is made as agreed upon, Purchaser agrees to pay a service charge on past due amounts from the times they are due, at the rate of one and one-half percent (1-1/2%) per month. In the event the contract agreement is sent to collections and or if collected by suit or through any Court, all applicable attorneys' fees shall be added.
- 4 Title to all products, materials and property covered in the contact agreement shall remain the Companies and shall not be deemed to constitute a part of the realty to



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which it may be attached until the purchase price is paid in full. Company is given an express security interest in said products, material and property both erected and unerected and notwithstanding the manner in which such personal property shall be annexed or attached to the realty. Purchaser hereby authorizes Company to file financing statements to perfect such security interest without Purchaser's signature. In the event of default by Purchaser, including, but not limited to, payment of any amounts due and payable, Company may at once (and without process of law) take possession of and remove, as and when it sees fit and wherever found, all materials used or intended for use in this construction of said equipment and any and all property called for in this contract without being deemed guilty of trespass.

- 5 W.J. Strickler Signs Inc. Terms for Credit Card Use
 - a Accepted Credit Cards
 - VIsa
 - Master Card
 - Discover
 - b Convenience Fees for Balances Paid by Credit
 - <u>project</u> three percent (3 1/2%) OF EACH TRANSACTION

While W.J. Strickler Signs Inc. accepts credit card payments for any amount, we consider payments to be unconventional and adjust our fees accordingly so we can continue to provide customers the convenience, variety, and flexibility credit cards offer even on high-value purchases. W.J. Strickler Signs Inc. will levy a three percent (3 1/2%) convenience fee on any credit card payments that follow)

D - PERMITS & APPROVALS:

- 1 Elther Purchaser or Company will obtain any and all necessary government and related service permits, landlord/building owner approvals, and any other relevant party approvals required to perform and complete said project.
- 2 Either Purchaser or Company will obtain any and all approvals and or licenses for use of any registered trademarks, copyrights, and any third-party proprietary designs.
- 3 In the event, Purchaser agrees for the Company to obtain any and all governmental and related party permits.

Purchaser agrees to these fees as they apply. Permitting fees only apply if permits are required.

- a Permit Acquisition Fee \$500.00 (if required)
- b Permit Fees At Cost billed with final invoice
- c Inspection Fees At Cost billed with final involce
- d Electrical Fees and Inspection Fees At Cost, billed with final invoice
- e Engineering Fees \$450.00 per set required by zoning, billed with final invoice
- f (When applicable) Variance Acquisition Fee \$3,000.00
- g (When applicable) Variance Township Fee (at cost)
- h (When applicable) Job Site Required Safety Training - (at cost)
- i (When applicable) Historic Review Board Costs – (at cost)
- j (When applicable) Geotech Reports– (at cost)
- k (When applicable) Compaction Tests– (at cost)
- I (When applicable) Concrete Compressive Strength Test – (at cost)
- m (When applicable) Crane Test
- n (When applicable) Material or Paint Samples
- o (When applicable) Site Survey
- 4 For Company to make permit application, Purchaser must either authorize contract agreement or a permit procurement waver and at which time, Purchaser assumes all fees as detailed in Section C-Permits and Approvals, #3, sub-headings a-l.
- 5 The purchaser agrees to indemnify, defend, and hold Company harmless from and against any expense, loss, interest, lien, claim, encumbrance, damage, attorneys fees and expenses of every kind and nature which it may suffer, expend or incur or by reason or in consequence of (a) the failure of Purchaser to secure and all necessary governmental permits for the (b) the failure of PURCHASER to secure the necessary permission for use of all registered trademarks or copyrights used on the display; and (c) any actions brought by the COMPANY to enforce the provisions of this paragraph.
- 6 Any products, materials and or services under the contract agreement, not shipped, installed or rendered on



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or before an agreed upon designated date or (90) days from the contract agreement date will be invoiced in full at the designated unit price. It is agreed that storage charges shall accrue at the rate of one percent (1%) per month of the price of the display commencing at the end of the agreed upon date or said (90) day period.

7 - Company, at its option, may invoice individual items called for in the contract agreement separately upon completion, or, if for reasons beyond its control completion is delayed, it may invoice for that portion of the work completed during any given month. Under no condition, will any item be held beyond (90) days after completion. In the event that size and weight of any item prohibits storage by Company on its own property, Purchaser must make arrangements for shipments immediately upon completion.

E - PROPERTY / SITE CONDITIONS:

- 1 Company will not be held responsible for any preexisting conditions in or around the said property to where work will be performed and or installed. Some conditions pertain to but are not limited to: inferior hidden structural components, inadequate site conditions, undesirable and unsafe soil and or site conditions, any existing sign cabinets, structures, etc., where work is to be performed on, non-encroach able and or crossing of utilities and or easements with necessary equipment, etc.,
- 2 When performing digging operations of any kind, Company will request information and underground markings from the state and/or local public utilities. Purchaser shall confirm the location of any public and non-public utility and secondary wiring or data lines, etc., and or other easement obstructions at the construction site, by physically marking any said non-public utilities and notifying the Company of their existence and location. Company will be held harmless and free of expense in the result of exposing and or damage to any public and non-public utilities, secondary wiring or data lines, etc., that were marked incorrectly or left unmarked. Any expense incurred for the company or any other trade to reroute existing, utilities lines, electrical or data lines, water, drain, storm water, etc., will be at the expense of the Customer.
- 3 Rock/Obstruction & Escalation Clause: Any rock, obstruction or unknown conditions required for the removal or installation of, to meet said project

specifications and that requires specialized equipment, materials or fabrication that goes beyond the contract estimated scope, will result in up charges on a time material bases, said escalation amount or a percentage increase.

- 4- Site access and work area: Customer shall provide clear adequate and safe access Into and around said work area. Any obstacles and debris that directly interferes with the designated access, working and or staging area that requires removal, shall be performed by Customer prior to Company arrival on site. Removal of such obstacles and or debris by Company will be billed separately on a time & material basis.
- 5 Post-Site Conditions: Unless otherwise designated within the contract agreement, any damage, ruts and or disturbance to the grounds, soil, field, landscape, etc., thru access, staging and said work area caused by Company equipment, will not be the responsibility of the Company to perform repairs or any expenses thereof.
- 6 New Foundations: Unless otherwise designated within the contract agreement, new foundations and in and around the disturbed ground area, will be left backfilled, leveled off with a rough rake finish. It will be the responsibility of the Purchaser and or designated thereof, to perform any final grading, seeding, landscaping, etc.
- 7 Electrical Power and or Communication Lines: Unless otherwise designated within the contract agreement, the Purchaser will provide and install electrical power, wiring, panel box, breakers, any necessary electrical controls, data lines and equipment, etc., to the designated said work area.
- 8 Roof Attachments and Penetrations: Unless otherwise designated within the contract agreement, the Company will not be responsible for patching and or sealing any attachments or penetrations made into any roof exterior surface, sub-structure or rubber roof membrane. Patching and sealing of any of this said work thereof, will be done handled by the Purchaser and or Purchasers contractor. The COMPANY will be held harmless of any leaks, loss of warranty or any other occurrences resulting from the Company performing said work.



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9 - Future Service: It is required by the Purchaser to provide men and equipment clear access, free of debris and obstacles onto and around service area

F-WARRANTY

- 1 Company Warrants:
 - a Construction workmanship, assembly and materials for a period of one (1) year from the date of installation
 - b Exception, fluorescent lamps are warranted for six (6) months, from the date of installation, parts and labor.
 - c Manufacturer's warranty: the Company will recognize and honor any Manufacturer's material and or labor warranty that is in effect at the time of purchase.
 - d Company does not warrant any manufactured, furnished and or installed products or services against any damages caused by acts of vandalism or acts of nature.
 - e Company shall not be liable for any damages or losses other than the replacement of such defective workmanship and or materials unless weather conditions, insufficient equipment and or man access to work area, poor work and or staging area conditions, obstacles and or debris interfering in performance of said work, the interference from other trades, etc.,
- 2 Company must be informed immediately of any product failures, equipment malfunctions, inferior quality and or craftsmanship and or any issues caused by said work or said products. Any non-immediate non-disclosure of said work that results in a claim under these provisions could be null and void the warranty.
- 3 Company shall not be liable for any damages or losses other than the replacement of such defective work or parts, unless such damages or losses are due to the negligence of the Company or failure of warranted products.

- 4 Company provides no guarantee or warranty whatsoever with respect to any existing fixture, wall, structure, etc., to which any Customer supplied product is attached to or its ability to support or sustain the product thereof. Purchaser assumes all responsibility for ensuring that any existing fixture, wall, structure, etc., to which a Company supplied product is attached is suitable for the said work. Purchaser agrees further to Indemnify, defend and hold Company harmless from any and all liability, legal fees, costs, expenses, etc., relating to the failure of a fixture, wall, structure, etc., and or any other damage caused, in whole or part, by such a failure thereof.
- 5 Warranty Service: It is required by the Purchaser to provide men and equipment clear access, free of debris and obstacles onto and around service area

G - INSTALLATION & DEADLINES

- 1 Deadlines: Company will not be held responsible and or liable to a missed deadline and or penalty expenses due to and not limited to: Inclement and or unsafe weather conditions, insufficient equipment and or man access to work area, poor work and or staging area conditions, obstacles and or debris interfering in performance of said work, the interference from other trades, etc.,
- 2 Company has scheduled installation during normal business hours: Monday Friday 5am to 5pm. Any work required to be performed after normal business hours, weekends or holidays and is not to the result of Company negligence, will be billed separately on an overtime rate.
- 3 Company will not be responsible for delays in shipments caused by supplies and or transportation services and or by labor disputes or due to any other circumstances beyond the Company's control.
- 4 FORCE MAJEURE Except with regard to any payment obligation hereunder, neither party shall be liable for delays in performing or any failure to perform any of the terms of the Agreement caused by the effects of but not limited to: fire, strike, war, terrorism, insurrection, government restriction or prohibition, pandemic, weather or other causes reasonably beyond its control and without its fault, but the party failing to perform shall



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provide the other party with prompt written notice of the reason for the non-performance and shall use all reasonable efforts to resume performance of the Services

Contract | 35454

Account Manager. Ray Wenger	Both parties as noted, herewith accept this estimate, with all conditions.
Project.	Purchaser
Mounties Football Stadium New Scoreboard	Accepted By(Please print)
Date.	Title
1/8/24	Signature
	Date
	Account Manager.
	Date
	Ordering Procedures.
	 Check proposal for accuracy and, if approved, initial, sign and date where indicated above.
	Approve design and colors on the custom artwork. Be sure to check spelling. If approved, sign and date the artwork.
	Write deposit check according to terms listed on proposal, made payable to W.J. STRICKLER SIGNS.
	 Return signed custom artwork, signed contract and deposit check to W.J. STRICKLER SIGNS.
Initials:	The following documents are required to process a Job and move job into production:

Signed Contract

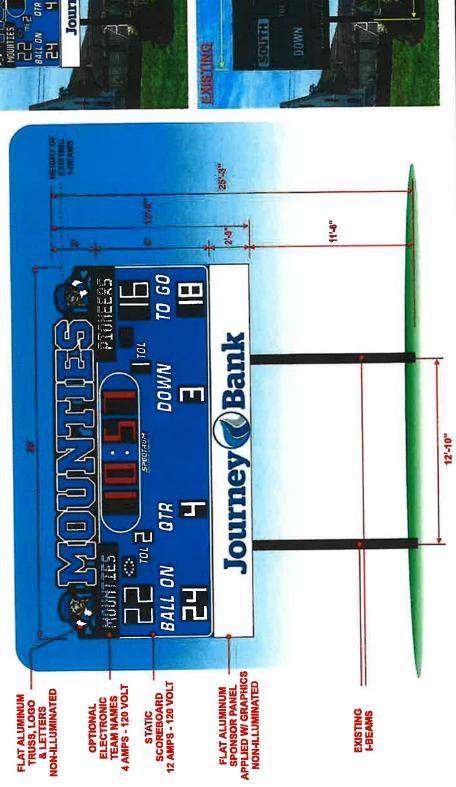
Signed Artwork Permit

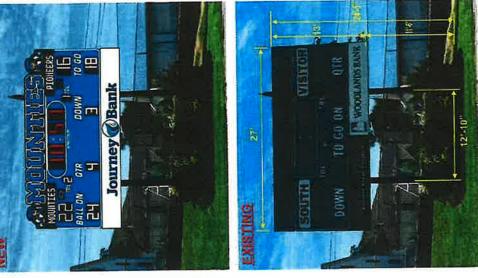
I. 11.

III.



FURNISH & INSTALL (1) NEW SINGLE FACED SCOREBOARD W/ TOP TRUSS HEADER REMOVE & SCRAP EXISTING SCOREBOARD, TRANSPORT FROM SITE NEW SCOREBOARD, 8' X 26' - TOP TRUSS - FLAT ALUMINUM STRUCTURE FLAT ALUMINUM - TOP SCHOOL NAME & LOWER SPONSOR PANEL - NON-ILLUMINATED INSTALL ON EXISTING L'BEAMS





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(I) USTED

SCALE 1/4"

SOUTH WILLIAMSPORT HIS - FOOTBALL VIDEO BOARD

Ray Wenger

INSTRUCTIONS SOUTH WILLIAMS PORT AREA HIGH SCHOOL TOO PERCY ST., SOUTH WILLIAMS PORT, PA 17702 AREA WAS TOO PERCY ST., SOUTH WILLIAMS PORT HIS - FOOTBALL VIDEO BOARD SOUTH WILLIAMS PORT HIS - FOOTBALL VIDEO BOARD

QUANTITY

ILLUMINATED III
NON-ILUMINATED IIII
SINGLE FACED

DOUBLE FACED

S

South Williamsport Area School District

District Office

515 West Central Avenue South Williamsport, PA 17702 P: (570) 327-1581 • F: (570) 326-0641 www.swasd.org

Attachment 7

To: Dr. Eric Briggs, Superintendent

Jamie Mowrey, Business Manager

EARN • CREATE • DISCOVER • EXPLORE • INNOVATE

From: Dwight Woodley, Director of Innovative Learning & Information Systems

Re: eRate Category 2 Funding Approval

Date: March 4, 2024

I am requesting approval of the following eRate Contract bids for District network equipment. After accepting bids from multiple vendors for a 30-day window, the following vendors were the low bidders per eRate contract bidding rules (please see attached sheet).

The following equipment is to upgrade our Network Infrastructure from aging equipment and to meet the current network demands we currently have. At this time, I am requesting approval to spend \$190,289.45. Of that amount, \$140,074.76 is reimbursable through the Federal eRate Program for Category 2 funding.

Purchase orders can begin to be issued on April 1^{st} with network upgrades and installation to begin over the summer months.

I will be happy to answer any questions on the proposal.

FYI: USAC stands for Universal Service Administrative Company

Switches: Juniper - Dauphin Datacom

Total Cost: \$70,129.90

USAC Reimbursement: \$56,103.92

SWASD Cost: \$14,025.98

Firewall: Juniper - Cxtec (via Partner Teracai)

Total Cost: \$34,316.00

USAC Reimbursement: \$15,296.00

SWASD Cost: \$19,020.00

Wireless Controller: Dauphin Datacom

Total Cost: \$5995.90

USAC Reimbursement: \$4,796.72

SWASD Cost: \$1,199.18

Wireless Access Points: Rukus - Dauphin Datacom

Total Cost: \$58,358.65

USAC Reimbursement: \$46,686.92

SWASD Cost: \$11,671.73

Uninterruptible Power Supply (UPS): American Power – Cxtec

Total Cost: \$21,489.00

USAC Reimbursement: \$17,191.20

SWASD Cost: \$4,297.80

Final Calculations:

Total Cost: \$190,289.45

USAC Reimbursement: \$140,074.76

SWASD Cost: \$50,214.69

Getting Started

- Borough Council Needs to pass a resolution to participate in the JCP Program.
- Approach local high school and make principals, teachers and students aware of the program.
- Interested students should write a letter of interest to borough council.

M

Borough council/school selects most qualified student(s).

Things to think about when starting a JCP program in your Borough:

- Find students who are more "likely" to stay in the borough after high school or college
- Are there similar programs in the community (fire department, school board, etc.)
- Set realistic expectations for the JCP member. Many of the students are involved in other activities, but you want to maximize their experience and keep their interest peaked

Things to think about when starting a JCP program in your Borough:

- Are there more than one "qualified" student, find opportunities for everyone to get involved.
- Do you have time to mentor JCP members? Will you be able to help JCP members understand the issues that are going on in the community?
- Is council open to listening to the feedback of the JCP member. Can you make their opinions and views count.

During Meetings

- Have the JCP keep a Binder of meeting minutes and agendas
- Have the JCP take notes on issues that interest them during the meetings and encourage them to ask questions and dig "deeper"
- members understand the issues during the meetings Utilize the attached JCP manual guide to help JCP
- composed, Roberts Rules of Order and the Borough Make sure the JCP understands how an agenda is Code

How to expand the JCP program in your Community

- representing their community demographic and urge them to get feedback and opinions from their peers Make sure your JCP members know that they are
- Introduce the JCP program as a "senior" project at the high school to fulfill a graduation requirement (Edgewood Borough)
- Utilize your junior council member to reach out to the community through social networking (website, facebook, etc.)

How to expand the JCP program in your Community

- Set parameters and benchmarks for the program
- Have the JCP attend some meetings with borough officials outside of council meetings
- Include them in parades and festivals
- Have the JCP do outreach with younger students or at community events (Make them feel involved)

What can Borough Officials do to promote local government in the community

- Encourage schools to bring local government officials into the classroom
- Provide information to local schools regarding local government
- Treat students as citizens
- Promote youth voting programs in your community
- Promote local government councils



Links of Interest

Pennsylvania Borough Code www.pacode.com

Roberts Rules of Order www.robertsrules.com

JCP UPDATE

BOROUGH INFORMATION
Borough Name: County:
Contact:
Email: Phone:
STUDENT INFORMATION
Name:
Address:
City: Zip:
Етаil:
☐ High School Student ☐ College Student Graduation Year:
School Name:
List up to four school activities and positions held:
List up to three extracurricular, volunteer, or community activities:
List up to three honors or awards:
Graduation plans (if known):
Why did you become a Junior Council Person?
Complete this form online and upload a headshot at www.borougns.org.







THE JUNIOR COUNCIL PERSON PROGRAM

The Junior Council Person (JCP) Program provides youth in your community with an opportunity to engage in borough government and develop leadership skills. It also allows borough officials to serve as mentors to students who will be future leaders in their communities.

Wesleyville Borough, Erie County established the first JCP Program in 1999. The model has since been widely adopted by boroughs throughout the Commonwealth. The Pennsylvania State Association of Boroughs (PSAB) is committed to the success of this program and encourages participation from each of the 956 boroughs.

A JCP Program allows high school and college students the opportunity to learn critical skills including team building and collaboration, public speaking, public engagement, budgeting, and running effective meetings. It also allows the student the opportunity to deliberate on issues that are affecting his or her community.

Borough administrators or officials should consider visiting local high schools and colleges to promote the program. You may want to consider speaking at the school's career day, meeting with members of student council, or providing an interview with a student newspaper.

Additionally, you can discuss community service, class, or intemship credit with the school or university. PSAB has resources available to support your visit.

Distinguished JCP Award

PSAB recognizes JCPs who have met certain criteria with a Distinguished Junior Council Person Award. A PSAB board or staff member will attend your council meeting and present a plaque in recognition of the JCP's commitment to your borough. Photos will be published in the Borough News magazine and on PSAB's website.

To learn more about scheduling an award presentation, visit www.boroughs.org and select "Programs," then "Junior Council Person Program," or contact Stephanie Drake, JCP Program Director, at sdrake@boroughs.org.

Junior Council Person Update

When your borough selects a Junior Council Person, please have the JCP complete the form on the reverse side and return it to PSAB. We encourage you to email a picture, preferably a headshot, as a jpg attachment, or mail a hard copy for publication in the *Borough News* magazine. Submissions may be edited for space constraints. Return the form to Stephanie Drake at sdrake@boroughs.org or by mail to 2941 North Front Street, Harrisburg, PA 17110.

Suggested ICP Program Guidelines

Here are some things to consider when implementing a JCP Program. Your borough can adopt guidelines to fit the needs of your program.

- JCPs should be a borough resident.
- Boroughs can have more than one JCP serving at a time.
- High school and college students are encouraged to apply.
- Students should write a letter of interest to borough council outlining why they want to be a JCP.
- An interview process with council members may occur if there are several applicants.
- Your borough needs to pass a resolution to participate in the program.
- Once selected, the JCP should take the "Junior Council Person Pledge."
- JCPs may be appointed to one-or two-year terms.
- Attendance should be required at monthly meetings.
- JCPs should be seated with council, participate in borough business, and observ all council rules.
- JCPs cannot vote or participate in executive session.
- Attendance at budget sessions, public hearings, and community events should be encouraged.
- JCPs can attend PSAB annual or fall conferences.
- To earn the Distinguished JCP Award, the student should serve for a minimum o six months, having attended a majority of council meetings.

Helpful Resources

Visit PSAB's website, www.boroughs.org, and select "Programs" and select "Junior Council Person Program." On this page you can find a sample resolution, JCP Pledge, enrollment brochure, Guide to Borough Government, sample press releases, and other resources.



PA State Association of Boroughs
Junior Council Person Program
Christopher Cap, Executive Director
2941 North Front Street, Harrisburg, PA 17110

For More Information Contact
Stephanie Drake, JCP Program Director
sdrake@boroughs.org
800-232-7722, Ext. 1017 | Fax: 717-236-8289