

New Hope-Solebury School District Finance Committee Meeting

May 18, 2017 6PM—Upper Elementary School LGI

Per Policy 006.2, all public meetings of the Board of School Directors, including committees, are audio recorded.

Agenda Items

Call to Order

Approve Minutes from April 20, 2017 Meeting

Old Business

- Act 153 Property Tax Frozen Millage follow up from April 20 meeting
 - o Property List to be accepted by School Board

New Business

- PFM Campus Revitalization Project Final Bond Issue Chris Bamber
- 2016 2017 Budget
 - o Fiscal Dashboard
 - o Budget Transfers
- 2017-2018 Budget
 - Proposed Final Budget
 - o Property Tax Elimination Update
 - Strategic Initiatives
- Food Service Budget and Lunch Prices for 2017-2018
- Appoint School Board Treasurer for 2017 -2018
- Contracts
 - o New
 - BCIU MOA Transition Program
 - o Renew
 - First Group Option to Extend
 - The Council of Southeast Pennsylvania, Inc.
 - ABA Connect, LLC BCBA Services
 - Interquest Detection Canines
- EDR Data Form for Data Collection

Public Comment Adjournment



New Hope-Solebury School District Finance Committee Meeting Minutes

April 20, 2017 6:00PM— Upper Elementary School LGI

Per Policy 006.2, all public meetings of the Board of School Directors, including committees, are audio recorded.

Agenda Items

Attendance:

- School Board Mark Cowell
- Administration Andrew Lechman, Dr. Steven Yanni, Mike McKenna, Scott Radaszkiewicz
- Committee Members Matt Cozza, Rich Hepp, Stan Marcus, John O'Hara, Marcus Peckman, Ellen Stiefel, Jim Trammell,
- Public Ed Duffy, Alison Kingsley

Mr. Cowell called the meeting to order at 6:00PM.

Mr. Cowell reminded the committee that per policy 006.2, all committee meetings are now being audio recorded.

The committee approved the minutes from the March 16, 2017 meeting.

Old Business

Act 153 – Property Tax Frozen Millage follow up from March 16 meeting – At the March 16 Finance Committee meeting the committee heard a presentation on Act 153 from Solebury Township. Part of the discussion presented a variance in the amount that the Township estimates the property tax reduction (\$40,000) as compared to the district calculation (\$122,000). After a meeting between Mr. Lechman and Mrs. Weiss, it was evident that the difference is related to the original resolution from 2000 freezing millage on the land and the improvements on the land. The amended resolution in 2004 revised the portion of the property that is to receive frozen millage to land only. Fifty-five (55) properties were approved prior to the amended resolution in April 2004. The district solicitor has reviewed the resolutions and has confirmed that the district calculation for Act 153 is accurate. The district solicitor will continue to review the Act 153 resolutions and law if the Board desires to know what other options are available.

- The committee also requested information about Act 319 properties. The school district has no control over properties approved under Act 319. These properties are approved by the county and receive a reduced assessment before the district receives the assessment information for calculating property taxes as opposed to Act 153 properties which are calculated by the district after receiving the property assessment information from the county. There are currently 338 properties receiving reduced assessments for Act 319.
- o There are 99 properties receiving frozen millage under Act 153. Of those 99 properties 78 are also approved for Act 319.
- o There was a lengthy discussion about how the committee wanted to move forward with Act 153 and what additional steps need to be taken. The committee recommended that Mr. Lechman review the following questions with Terry Clemens of the Solebury Township land preservation committee.
 - Can the School Board repeal the Act 153 Resolution in total?
 - Can the School Board repeal a portion of the Act 153 Resolution for only properties below a certain acreage?
 - If the School Board repeals the Act 153 Resolution, can property owners withdraw from land preservation?

New Business

- > 2016 2017 Budget
 - o Fiscal Dashboard Mr. Lechman provided a summary of the fiscal dashboard for the 2016-17 year.
 - Revenue is trending about \$233,000 over budget. The increase from last month is due to the \$130,000 that will be drawn down from ACCESS funds to offset the costs of the Early Intervention bill which was reviewed at last month's meeting. Delinquent taxes are beginning to significantly lag prior year with only 50% of budget received. Transfer Tax continues to trend below prior year, but prior year was higher than budget and is still in line with current year budget. EIT continues to trend in line with prior year.
 - Expenditures are trending \$680,000 below budget in total which is only about 1.7% below budget. This is only reflective of 70 percent of the year being actual so these are still early projections. The only material change is the Early Intervention expenditure being added to projections. Also payroll/benefits are slightly higher than prior year as March was a 3 pay month and last year April was the 3 pay month.
 - Budget Transfers Mr. Lechman reviewed the budget transfers for April.
 - UES Maintenance for bicycles used in physical education was budgeted in an equipment account instead of maintenance.
 - Building Maintenance is trending above budget by about \$30,000 due to boiler related expenses. These repairs are covered by insurance

and we will be receiving approximately \$20,000 in insurance recoveries. The insurance receipts get recorded as a revenue line item and do not offset the expense line item which makes a budget transfer necessary. Department supplies are trending about \$50,000 below budget. The recommendation is to transfer \$30,000 from supplies to allow for needed building maintenance.

 Budget transfers were approved to move forward to the Board meeting.

2017-2018 Budget

- Current draft of budget Mr. Lechman provided an update on the current draft of the 2017-2018 budget. The preliminary budget included a deficit of \$915,000, the March version of the budget showed a deficit of \$439,000 and the current version of the budget has a deficit of \$319,000. Significant changes from the March budget includes:
 - Reduction: 5 Retirements with replacements
 - Reduction: ESY staffing
 - Increase Final medical benefits rate of 5.1% up from 4.9%
 - Increase Pupil Services Tuition and Legal
 - Increase General Legal Services

Revenue – The district was approved for exceptions up to 4.0% for the final version of the budget. This would mean an average increase of \$213 per year.

- Local revenues are based on a 4% property tax increase.
- State revenues are based on current 16-17 revenues and there is no indication of when the state budget could be finalized and what will be included.
 - Added MBIT PlanCon reimbursement as this was never included in the budget and is now being funded by the state.

Budget History – Shows that over the 5 years from 10-11 to 14-15 the average increase was 4.0% and over the last 2 years increases have been held to under 1% with significant increases in salaries/benefits/PSERS.

Mr. Lechman reviewed expenditure summary by object and by function and provided explanations for material changes from year to year.

The final steps in the budget process are to approve a proposed final budget at the May Finance Committee meeting and the May Board meeting and then to approve a Final Budget at the June Finance Committee Meeting and June Board Meeting.

 Property Tax Elimination Update – There is not much of an update on this topic which is now termed Property Tax Independence Act. These discussions are continuing alongside the state budget process and it remains to be seen if a bill is introduced for considerations.

- O Strategic Initiatives This was an agenda item that the committee agreed should be a topic of discussion at each Finance Committee meeting. Dr. Yanni discussed that the district is exploring the cost/benefit of bringing in a demographer to analyze enrollment trends and projections to assist with future planning and budgeting.
- MBIT Budget Review Mr. Lechman presented the 2017-2018 budget for the Middle Bucks Institute of Technology (MBIT) as it relates to New Hope-Solebury School District. The total tuition costs including the reconciliation is \$275,389 and the lease rental debt is \$112,735 for a total cost of \$388,124. Costs are allocated on a per pupil basis and as enrollment from other sending districts are decreasing, the costs for our relatively level enrollment is increasing. It will be requested that MBIT attend a future Finance Committee meeting to discuss budget and costs of the MBIT programs. This was approved to move forward to the Board meeting.
 - O Discussion around this line item included the increasing costs of the MBIT program and how these costs could be controlled. The committee agreed that the program is excellent and cannot be replaced internally, but we must hold MBIT accountable for increasing costs as we are doing with our budget.

Contracts

- O 2017-2018 Special Education Pool Counsel Legal Services Agreement and Technology Pool Counsel Legal Services Agreement - The committee endorsed moving the renewals of both pool counsel contracts for Special Education Legal and Technology forward for board approval. The contracts provide consortium based legal services for special education and technology for the 17-18 year. These services are utilized by districts across Bucks County. This includes face to face services along with electronic resources.
- o Bucks County Intermediate Unit Countywide Network Service Agreement for Internet Access Service This is the third renewal of this contract with the BCIU for internet access services. This consortium was formed in 2007 to build a sustainable network across the county for internet services and all LEA's in the county participate. Costs are very competitive because we purchase as a consortium and since the BCIU is the lead they manage the network across the county. This is a 7-year contract with a total cost of \$2,744.68 per month which is a reduction from the prior contract for an increase in bandwidth from 150MB to 1500MB. The committee recommended moving this contract forward to the Board meeting.
- > EDR Data Form for Data Collection Dr. Yanni provided a brief update on the monitoring and collection of this data.

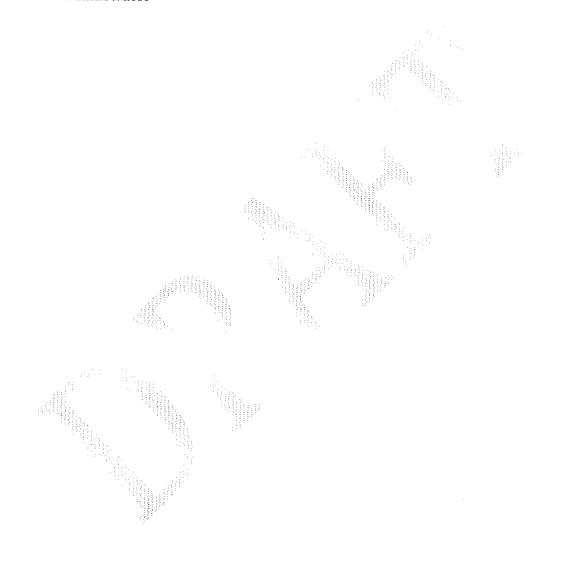
> Public comments were made throughout the meeting and captured as part of the write-up for each agenda item. No comments were made outside of agenda items.

Adjournment

A motion was made to adjourn the meeting at 7:35pm and was unanimously approved.

Respectfully submitted,

Andrew Lechman Business Administrator





April 10, 2017

Andy Lechman
Business Administrator / Board Secretary
New Hope-Solebury School District
180 W. Bridge Street
New Hope, PA 18938

Re:

Act 153 Eligible Properties

Dear Andy,

By Resolution 2017-59, the Solebury Township Board of Supervisors during its regular meeting on April 4, 2017, certified properties eligible for the tax freeze adopted by Resolution No. 99 on December 23, 2000, as amended by Resolution No. 042904 adopted by the Board of School Directors of the New Hope Solebury School District on April 19, 2004.

Attached please find the list of property information submitted by the Land Preservation Committee and certified by the Board of Supervisors to be eligible under Act 153.

Sincerely

Jean Weiss

Administrative Assistant/

Land Preservation Administrator

Cc:

Dennis H. Carney, Manager (w/o enc)

Terry Clemons, Esquire (w/enc)
Robert Carr, Tax Collector (w/enc)

Gretchen K. Rice, Asst. Manager, Secretary/Treasurer (w/o enc)

<u>List of School Board Tax Freeze Eligible Properties</u> <u>Solebury Township Conservation Easements Through January 2015</u> <u>Properties Preserved in 1998, 1999, 2000, Millage Frozen at 2000 Rate</u>

PROPERTY NAME	M		
ORIGINAL OWNER			
(NEW OWNERS)	ACRES	TMP#	DATE RECORDED
ELTTAIO (TEMPLE BARTHERO			
FITTING now (TEMPLE PARTNERS,			
LLC)		11 10 05 0 10 05 0	100
6355 Upper York Road	25.2	41-13-25-2;13-25-3	Jan-98
*p KALE			1
6871 Upper York Road	78.7	41-18-33-1	Jul-98
RYAN now (Asplundh)			
2994 River Road	2.2	41-19-14	Jul-98
		41-22-120; 22-126;	
FELL		22-173; 22-173-1;	
Stoney Hill Road @ Aquetong Road	118	22-173-2	Oct-98
(MULLER)			
6296 Stoney Hill Road		41-22-173	
(WALDMAN)now (Genty)			
2290 Aquetong Road		41-22-173-2	
(STEINBERG)			
2286 Aquetong Road		41-22-173-1	
*p McCLINTOCK			
Route 263 & 3030 Creamery Road	54.71	41-13-37; 13-39	Jan-99
	27.55	41-13-37	
	27.16	41-13-39 *p	
CAREY (FEST)			
3500 Aquetong Road	48	41-2-88	Jul-99
KLINGENSMITH		41-13-33; 13-33-1;	
3161 Creamery Road	118	13-33-2; 13-41	Sep-99
(BROWN) now (COSTELLO)		41-13-33	
(MINNINI) now (CASTRILLO)		41-13-33-1; 13-41	
(BURNS)		41-13-33-2	
BRADSHAW			
1951 Street Road	181.1	41-21-7; 41-21-7-2	Dec-99
(FEST)	17.5	41-21-7	
(COLES)	163.6	41-21-7-2	
COAN			
6370A Greenhill Road	48	41-13-21	Aug-00
GLOVER now (OLIVER)			3
6759 Laurel Road	48.48	41-18-13-3	Nov-00
	10.10	11.0.00	1137 00
1	9.5	41-13-81-3	Dec-00
B.C. AUDUBON Honey Hollow, Creamery Road	9.5	41-13-81-3	Dec-00

^{*}s new tax parcel #'s will be added for new lots allowed by easement *p easement excludes a portion of the tax parcel

Preserved in	n 2001, Millage Fro	ozen at 2001 Rate	
PROPERTY NAME ORIGINAL OWNER			
(NEW OWNERS)	ACRES	TMP#	DATE RECORDED
PLUMB now (LAGOMARSINOS)			
136 Covered Bridge Road	107.5	41-36-63	Jul-01
ZALESKI (TODD) now (HAMILL)			
3211 Sugan Road	62.2	41-13-46	Nov-01
WELCH (COLES) now (TEMPLE		•	
PARTNERS, LLC)			·
6127 Mechanicsville Road	118	41-1-29; 29-1; 29-2	Dec-01
*p SWAN (ZAVETA)			
6381 Sawmill Road	30	41-2-60 *s	Dec-01
(PETTINATO) now (FLANIGAN)	8.23	41-2-60-1	
(WERTHEIM) now (BOTELHO)	2.4	41-2-60-3	
(LYNCH)	5.1	41-2-60-4	
(GROSS) now (GRIFFITHS)	14.47	41-2-60	
Preserved in	n 2002, Millage Fro	ozen at 2002 Rate	
PROPERTY NAME	,		
ORIGINAL OWNER			
(NEW OWNERS)	ACRES	TMP#	DATE RECORDED
*p YERKES now (TACKOWIAK)			
6892 Paxson Road	12.3144	41-18-21	Apr-02
*p (McGINN) now (METZGER)			·
6888 Paxson Road	5.2698	41-18-21-1	Apr-02
*s RIVINUS			
6832 Paxson Road	49.6	41-18-19	Jul-02
McARDLE now (FOWLER)			
4223 Wismer Road	15.83	41-2-3	Jul-02
(MCARDLE)	47.07	41-2-3-1	
*p BURGESS LEA (TEACHER)			
3070 River Road	31.1	41-18-49	Aug-02
DENBY			
3510 Old Windy Bush Road	10	41-36-78-1	Oct-02
GALLAGHER			
44 Old Windy Bush Road	50	41-36-78	Oct-02
*p,s IMPERATORE now (ARJULES	30	11.0070	
REALTY LLC)			
3220 Windy Bush Road	123	41-36-2	Oct-02
*p,s HENZE	123	41-2-102 *p; 2-103;	
		+1-2-102 P, 2"103,	l
• •	179.9	2-104 *n: 44 42 24	Oct 03
6455 Mechanicsville Road	173.3	2-104 *p; 41-13-31	Oct-02
6455 Mechanicsville Road *p WILSON 6024 Carversville Road	173.3 9.26	2-104 *p; 41-13-31 41-1-21-7	Oct-02 Dec-02

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	n 2003, Millage Fro		
PROPERTY NAME			
ORIGINAL OWNER			
(NEW OWNERS)	ACRES	TMP#	DATE RECORDED
*p SYLVESTER			
6292 Sawmill Road	68.02	41-2-93; 2-93-2	Sep-03
*p WELCH now (AMBANI)			
6356 Meetinghouse Road	83.02	41-22-51	Oct-03
KNIGHT			
6859 Phillips Mill Road	15.18	41-18-77-1; -4; -5	Dec-03
*p LANCTOT			
6649 Laurel Road	12.01	41-13-124	Dec-03
CROOKS			
6330 Upper York Road	11.25	41-13-80-1	Dec-03
Preserved i	l n 2004, Millage Fro	 ozen at 2003 Rate	1
		20 And the state of the state o	
PROPERTY NAME			
ORIGINAL OWNER			
(NEW OWNERS)	ACRES	TMP#	DATE RECORDED
SHELLY			
6623 Armitage Road	11.0	41-2-110-10	Jan-04
*p McGILLIVRAY			
6704 Armitage Road	2.93	41-2-112-2	Feb-04
*p MERRIAM			
6766 Laurel Road	35.2	41-18-25-1	Mar-04
SHORT			
3120 Comfort Road	97.83	41-18-24	Mar-04
DELAMONTAGNE			
2750 Aquetong Road	29.62	41-22-53-8	Mar-04
EATON (GILBERT) now (Schuster)			
6265 Meetinghouse Road	5.96	41-13-75	Mar-04
KAMEN, Ruth			
2826 Aquetong Road	47.04	41-13-78	Mar-04
LOWE now (Beans)			
6570 Meetinghouse Road	34.35	41-22-54-1	Mar-04
PHILLIPS		41-13-83, 13-83-1,	
2701 Creamery Road	102.9	and 22-3	Mar-04
ROSENBERG			
6245 Meetinghouse Road	12.74	41-13-77-1	Mar-04

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PROPERTY NAME			
ORIGINAL OWNER			
(NEW OWNERS)	ACRES	TMP#	DATE RECORDED
*p SCHWALM now (6650 LLC)			
Old York Road	7.5	41-22-151	Apr-04
*p RAYMOND			
6355 Pidcock Creek Road	119.9	41-36-56; 36-62	Dec-04
MAGRUDER & GLOSSMAN now			
(ASPLUNDH)			
2820 River Road	25.35	41-18-130	Dec-04
*p TURTURRO		•	
1 Rockwood Path	43	41-36-108	Feb-05
*p TOWN			
6811 Phillips Mill Road	62	41-18-78, 77-2	Mar-05
	05 & 2006, Millag	e Frozen at 2005 Rate	
PROPERTY NAME			
ORIGINAL OWNER			
(NEW OWNERS)	ACRES	TMP#	DATE RECORDED
*p GUTHRIE			
3694 Aquetong Road	24.6	41-2-51-5	Jul-05
*p YARNELL			
3579 Sugan Road	13.7	41-2-64-1	Sep-05
*p WACHOB now (VALLOW)			
6117 Lower Mountain Road	48.5	41-22-27	Jul-05
*p FERRARI (DERBIN) now			
(KLOSSNER)	·		
5978 Honey Hollow Road	15.08	41-8-12	Dec-05
*p VON ZELOWITZ			
6635 Paxson road	20	41-13-55-1	Dec-05
*p SMERCONISH			,
5999 Pidcock Creek Road	10.41	41-35-1-2	Dec-05
*p CHADWICK			
279 Covered Bridge Road	18.42	41-36-78-5	Jan-06
Preserved in 20	06 & 2007, Millage	Frozen at 2006 Rate	
PROPERTY NAME		· ·	
ORIGINAL OWNER			
(NEW OWNERS)	ACRES	TMP#	DATE RECORDED
*p COSGROVE now (KROLL)			
6581 Sawmill Road	27	41-2-66-1	May-06
*p LEYDON			
78 Chapel Road	28.8	41-28-5-5, 5-6, 29-5-1	Jul-06
*p NEMZOFF		1. 20 0 0, 0 0, 20 0 1	
360 Covered Bridge Road	32	41-36-68-1,2,3	Jul-06
*p HOLMQUIST	02	11 00 00 1,2,0	041 00
324 Covered Bridge Road	8.68	41-36-70-3	Oct-06
*p QUESTAR now (SECRAW/BARNES)	0.00	41-00-70-3	O08-00
6171 Stoney Hill Road	16.38	41-22-88	Jan-07
O FF F OLDING THE FOOD	10.00	71-22-00	Jail-Ui

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Preserved in	n 2007, Millage Fr	ozen at 2007 Rate	1
PROPERTY NAME ORIGINAL OWNER (NEW OWNERS)	ACRES	TMP#	DATE RECORDED
*p ROSENBLATT now (BOYKO) 6431 Stoney Hill Road	24	41-22-175-1	Apr-07
*p J.C. REALTY (a.k.a) CHIESA Ely Road	71.26	41-18-125 *s	Jul-07
J.C. REALTY GROUP, LLC DOAN	38.74 35.75	41-18-125-9 41-18-125-10	
BECKER *p HASKEY	10	41-18-125	
5980 Upper York Road *p OTTO	94.31	41-8-30, 8-33	Sep-07
3274 Aquetong Road *p HARRINGTON now (METZGER)	15	41-13-17-3	Oct-07
4211 Pipersville Road *p BORTHWICK	9.59	41-2-4	Dec-07
6925 Phillips Mill Road	19.37	41-28-43,43-1,3	Dec-07
	2008, Millage Fro	zen at 2008 Rate	, ,
PROPERTY NAME ORIGINAL OWNER (NEW OWNERS)	ACRES	TMP#	DATE RECORDED
*p SCHWEICKHARDT 3620 Windy Bush Road *p PRESTON (LOPICCOLO) now	18.21	41-36-87-12	Aug-08
(PARKER) 7036 Upper York Road	28	41-18-114,120,121	Sep-08
*p,s MCARDLE 3425 Aquetong Road	7.53	41-2-85	Nov-08
Preserved in PROPERTY NAME	2009, Millage Fro	ozen at 2009 Rate	ı
ORIGINAL OWNER (NEW OWNERS)	ACRES	TMP#	DATE RECORDED
ROESER now (STRAND) Lot #1 2103 Street Road	12.27	41-21-6-2	Mar-09
ROESER now (WORTH) Lot #2 2101 Street Road	7.20	41-21-6-1	Mar-09

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	n 2010, Millage Fro	ozen at 2010 Rate	·
PROPERTY NAME			
ORIGINAL OWNER			
(NEW OWNERS)	ACRES	TMP#	DATE RECORDED
*p FARBOTNIK			
3451 & 3447 Street Road	71.87	41-1-27, 27-1, 27-2	May-10
SHELBOURNE			
2287 Aquetong Road	14.52	41-22-170	Oct-10
	n 2011, Millage Fro	zen at 2011 Rate	
PROPERTY NAME	•		
ORIGINAL OWNER			
(NEW OWNERS)	ACRES	TMP#	DATE RECORDED
BERLINGER			
6066 Saw Mill Road	56.66	41-1-28	Aug-11
MAGILL			
6782 PHILLIPS Mill Road	20	41-13-107, 41-13-96-4	Sep-11
	n 2012, Millage Fro	zen at 2012 Rate	
*p COAN			
6370 Green Hill Road	34.65	41-13-30	Mar-12
OVERPECK now (TEMPLE PARTNERS,			
LLC) 3465			
Aquetong Road	17.14	41-2-82, 41-2-84	Sep-12
Preserved in	i 2014, Millage Fro	zen at 2014 Rate	
HERITAGE CONSERVANCY			
6356 Upper York Road	49.08	41-13-80, 41-13-80-2	May-14
	i 2015, Millage Fro	zen at 2015 Rate	
JOHNSON		41-21-26-2,41-21-32,	
5974 Stoney Hill Road	34.28	32-1	Jan-15
HIXSON			
1301 Street Road	32.59	41-21-25-1	May-15

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New Hope - Solebury School District 2016 - 2017 Fiscal Dashboard - Current Projections April 30, 2017

Beginning Uncommitted Fund Balance Committed Fund Balance - PSERS Total Beginning Fund Balance - July 1st	15 -16 Budget 5,131,939 1,200,000 6,331,939	15-16 Actual 5,131,939 1,200,000 6,331,939	15-16 YTD	15-16 YTD %	16-17 Budget 4,332,021 700,000 5,032,021	16-17 YTD	16-17 YTD %	16-17 Projection	Projection Variance to Budget
Revenues									
Local Revenue									
Real Estate Taxes	25,555,657	25,419,912	25,412,570	99%	26,826,194	26,866,977	100%	26,866,977	40,783
Deliquent Tax	600,000	743,248	492,111	82%	600,000	318,586	53%	568,586	(31,414)
Transfer Tax	760,000	943,076	692,112	91%	760,000	640,120	84%	760,000	0
Earned Income Tax	4,000,000	3,749,681	2,599,746	65%	3,800,000	2,823,165	74%	3,800,000	0
Other Local Revenue	325,067	442,132	358,671	110%	322,817	389,530	121%	421,604	98,787
State Revenue - General	2,748,796	2,751,291	2,141,762	78%	2,794,910	2,296,679	82%	2,999,248	204,338
State Revenue - Retirement/FICA Subsidy	3,011,700	2,951,515	1,372,186	46%	3,331,452	1,270,183	38%	3,300,642	(30,810)
Federal Revenue	87,000	88,318	61,719	71%	269,515	67,054	25%	215,981	(53,534)
Total Revenue	37,088,220	37,089,173	33,130,877	89%	38,704,888	34,672,295	90%	38,933,039	228,151
Expenditures Salaries and Wages	_ 18,028,630	18,033,385	13,107,291	73%	18,097,148	13,069,488	72%	18,094,675	(2,473)
Benefits & Taxes	9,910,508	9,874,902	7,123,124	72%	10,683,618	7,626,452	71%	10,590,273	(93,345)
Professinal Services	2,621,497	2,043,782	1,837,838	70%	2,379,938	1,522,504	64%	2,154,956	(224,982)
Property Services and Utilities	814,443	723,598	574,632	71%	900,085	693,802	77%	855,478	(44,607)
Purchased Services	2,999,716	2,948,775	1,903,112	63%	3,298,423	2,215,449	67%	3,294,245	(4,178)
Supplies, Books, Software and Fuel	1,240,917	800,642	732,467	59%	972,378	551,919	57%	741,257	(231,121)
Equipment	275,606	117,641	122,217	44%	235,771	116,981	50%	180,418	(55,353)
Interest, Fees, and Dues	654,633	669,993	642,494	98%	971,913	737,004	76%	961,541	(10,372)
Principal and Transfers	3,172,504	3,176,373	3,267,727	103%	2,571,686	2,156,316	84%	2,512,186	(59,500)
Total Expenses	39,718,455	38,389,091	29,310,903	74%	40,110,960	28,689,915	72%	39,385,029	(725,931)
ACTIVITY FOR YEAR	(2,630,235)	(1,299,918)			(1,406,072)			(451,990)	
PROJECTED ENDING UNCOMMITTED FUND BALANCE	3,001,704	4,332,021			2,925,949			3,880,030	
Fund Balance Percentage of Expenditures	7.56%	11.28%			7.29%				
PROJECTED ENDING COMMITTED FUND BALANCE	700,000	700,000			700,000			700,000	
TOTAL ENDING FUND BALANCE - JUNE 30TH	3,701,704	5,032,021			3,625,949			4,580,030	

Fiscal Dashboard - 2016-2017 Projections Highlights

2016-2017 Current through April 30, 2017

Revenue - Currently trending about \$228,000 better than budget

- Highlights of Revenue Changes from last month
 - Deliquent Taxes continue to lag budget and prior year. Projections were reduced by about \$31,000

Expenses - Currently trending about \$680,000 under budget

- All expenditures are trending lower than budget in these projections
 - Benefits primarily due to unemployment. Budgeted for unemployment to cover all potential claims and actual has been much lower.
 - Professional Services
 - Property Services and Utilities
 - Purchased Services
 - Supplies/Books
 - Equipment
 - Interest/Fees/Principal \$50,000 of budgetary reserve remaining

Deliquent Property Tax Information

					De	Deliquent Property Tax Balances by Month	perty Tax B	alances by	' Month							
		Ę,	т Ф	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17
	2013	337	340	275		•	ı	t	, 1	,		t	1	1	r	t
New	2014	4	43,441	42,890	36,813	37,072	14,692	12,157	9,165	9,225	6,871	6,921	7,020	7,070	4,320	4,320
Hope	2015		85,344	79,617	80,201	80,785	71,935	72,451	69,905	67,195	66,890	56,194	50,568	50,761	46,533	46,533
Soro	2016											٠.		134,179	130,773	127,272
Total New Hope	lope	143,490	129,124	122,782	117,014	117,857	86,627	84,608	79,070	76,419	73,761	63,115	57,589	192,011	181,626	178,125
	2007			28	28	28	28	28	28	28	28	78	53	29	59	29
	2008			251	252	253	254	256	257	258	258	259	261	262	264	264
	2009	271	272	275	276	277	279	280	281	283	283	284	287	288	289	289
	2010			290	446	269	271	272	273	275	275	276	279	280	281	281
	2011		2,680	2,712	2,728	2,744	2,760	2,776	2,792	2,809	2,809	2,825	2,848	2,856	2,863	2,863
Solebury	2012			1,759	1,769	1,779	1,789	1,800	1,810	1,820	1,820	1,830	1,842	1,843	1,845	1,845
diusuwot	2013	ч	4	41,146	31,599	28,025	18,889	18,891	13,937	8,818	8,818	8,833	8,856	8,863	8,870	8,870
	2014	248,222	239,710	199,469	184,510	171,732	122,107	102,141	95,390	47,628	47,628	42,339	42,929	29,175	29,365	29,127
	2015		389,199	355,608	304,797	305,445	269,434	257,967	259,807	256,203	244,595	230,895	217,290	211,758	202,534	199,064
	2016													342,735	330,354	317,836
Total Solebury	ury	697,180	675,127	601,837	526,405	510,554	415,811	384,411	374,576	318,120	306,512	287,569	274,620	598,089	576,694	560,467
Total Deliqu	Total Deliquent Tax Due	840,669	804,251	724,620	643,418	628,411	502,437	469,018	453,645	394,539	380,273	350,684	332,208	790,099	758,320	738.592

					HISTO	icai pelidr	ent collect	ion Data							
	Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Арг	May	Jun	Pd 13	Total
20	17 600,000	ŧ	•	11,489	85,737	32,606	32,217	22,160	80,240	35,235	16,195	•			315,879
20		,	•	70,092	68,037	1,709	10,567	50,738	123,244	65,581	102,142	74,053	19,393	157,691	743,249
20		,	17,370	71,846	33,907	36,133	13,136	21,735	115,165	97,066	49,995	51,087	. 1	176,767	684,207
20	_	•	41,173	(41,173)	135,452	40,675	2,653	43,139	85,671	84,302	35,812	123,485	64,075	37,771	653,034
20	2013 750,000	,	47,876	31,202	3,596	45,033	24,000	57,432	57,427	77,211	. '	217,738	. '	208,661	770,176
20	•	,	70.826	45,428		20.933	44.719	72.285	171.459	38.756	37.869	52,650	,	144,003	698 927

New Hope - Solebury School District 2017 - 2018 Fiscal Dashboard - Future Projections April 30, 2017

	17-18	Change from	18-19	19-20	20-21
	Budget	16-17	Projection 2,708,861	Projection 2,110,704	Projection 1,052,134
Beginning Uncommitted Fund Balance	2,925,949		700,000	700,000	700,000
Committed Fund Balance - PSERS	700,000 3,625,949		3,408,861	2,810,704	1,752,134
Total Beginning Fund Balance - July 1st	5,025,949		3,400,001	2,010,704	1,752,154
Revenues	-				
Local Revenue			20 542 740	20.072.644	29,667,285
Real Estate Taxes	27,942,061		28,513,710	29,072,541	
Deliquent Tax	600,000		600,000	600,000	600,000
Transfer Tax	760,000		760,000	760,000	760,000
Earned Income Tax	3,750,000		3,750,000	3,750,000	3,750,000
Other Local Revenue	423,067		423,067	423,067	423,067
State Revenue - General	2,842,977		2,713,702	2,713,702	2,713,702
State Revenue - Retirement/FICA Subsidy	3,568,005		3,843,101	4,077,822	4,239,194
Federal Revenue	219,500		69,500	69,500	69,500
Total Revenue	40,105,610	1,400,722	40,673,080	41,466,633	42,222,748
Expenditures	_				40 504 576
Salaries and Wages	18,204,647	107,499	18,492,520	19,006,039	19,564,576
Benefits & Taxes	11,115,588	431,970	11,891,626	12,600,337	13,176,571
Professinal Services	2,022,342	(357,596)	2,022,342	2,022,342	2,022,342
Property Services and Utilities	391,886	(508,199)	391,886	391,886	391,886
Purchased Services	3,447,689	149,266	3,490,796	3,534,911	3,580,058
Supplies, Books, Software and Fuel	1,751,451	779,073	1,602,310	1,602,310	1,602,310
Equipment	96,210	(139,561)	96,210	96,210	96,210
Interest, Fees, and Dues	1,065,386	93,473	1,146,041	1,088,005	1,017,910
Principal and Transfers	2,227,500	(344,186)	2,137,507	2,183,162	2,252,611
Total Expenses	40,322,697	211,737	41,271,237	42,525,202	43,704,475
ACTIVITY FOR YEAR	(217,088)		(598,157)	(1,058,569)	(1,481,727)
PROJECTED ENDING UNCOMMITTED FUND BALANCE	2,708,861		2,110,704	1,052,134	(429,593)
Fund Balance Percentage of Expenditures	6.72%		5.11%	2.47%	-0.98%
PROJECTED ENDING COMMITTED FUND BALANCE	700,000		700,000	700,000	700,000
TOTAL ENDING FUND BALANCE - JUNE 30TH	3,408,861		2,810,704	1,752,134	270,407

Assumptions

Revenue

- Act 1 Index 4.00% in 17-18 and 2.0% beyond
- EIT reduced by \$50,000 to match trend of prior 2 years
- State Education subsidy amount adjusted to reflect current state subsidy amount per 15-16 approved budget
 - Retirement/FICA subsidy increase with Expenditure increases

Expenditure

- 17-18 is reflecting all actual salary increases per the current salary schedule Teachers Contract expiring June 30, 2017
- Beyond 17-18
 - Salary Average increase of 3%
 - Payroli Benefits 3% to match salary increase
 - Medical 6% increase
 - Retirement Increase based on PSERS schedule
 - Insurance Increase 3% per year
 - Debt Service Matches current debt service schedule projections

NEW HOPE-SOLEBURY SCHOOL DISTRICT RECONCILIATION OF BUDGET DEFICIT

Preliminary Budget Deficit based on 0% Increase	May 18 2,041,944	April 20 2,041,944	Mar 16 2,041,944
, -	2,041,544	2,041,344	2,041,544
Revenue Increases / (Decreases)	700 404	700 404	702 700
Tax Increase to 2.5%	708,494	708,494	703,790
Exceptions - Additional Tax Increase	422,244	422,244	422,244
State Subsidy - Based on Current Projections	49,525	58,146	53,356
PSERS/SS Subsidy Reduction - Salary Reductions	(91,185)	(42, 9 01)	4,116
Pupil Services - Transitions Revenue	35,000		
Donations	50,000		
Other Local Revenue	16,192	20,192	11,850
Total Revenue Increases	1,190,270	1,166,175	1,195,356
Net Deficit After Revenue Increases	851,674	875,769	846,588
Expense Reductions / (Increases)		•	
Retirements - 3 Teachers	143,533	118,431	
Retirements - 1 Admin	42,882	23,739	
Retirements - 1 Support Staff	9,587	5,226	
Support Staff - PT Custodian reallocate to weekends	14,305		
Techers - Reduction of 4 FTE Enrollment	431,144	41,465	
Teachers - LTS for known Paid Leaves	(70,031)		
Teachers - 1 FTE Placeholder for Class Size	(102,467)		
Admin Salary/Benefits - Reduction of 1 FTE	174,191	37,641	37,641
Add IA for HS - New Student	(34,297)	(34,297)	(34,297)
ESY Staffing	30,849	30,849	
Salary - Mid Year Column Movements	(44,374)	(44,374)	(44,374)
Medical Benefits - 2nd look: 4.9% / 3rd look: 5.1%	169,557	169,557	186,451
Medical Benefits - Changes / Open Enrollments	14,056	11,469	11,469
Building / Departments	65,247	65,247	65,247
1:1 Program Devise Purchase vs. Lease	(150,000)		
Pupil Services (Add Transitions Program, Austill's ESY)	72,813	121,200	186,200
Transportation Efficiencies	61,655	61,655	
Legal - Contract Negotiations	(50,000)	(50,000)	
Donations - Received in 16-17 for 17-18	(40,000)		
Capital Improvement - PlanCon Reimbursements	(47,000)	•	
Budgetary Reserve - Donations (offsetting revenue)	(50,000)		
Other	(7,064)	(909)	(909)
Total Expense Reductions			
	634,586	556,899	407,428

NEW HOPE-SOLEBURY SCHOOL DISTRICT	PROJECTED CHANGES IN FUND BALANCE
	CHOOL DISTRICT

	PROJECTED (PROJECTED CHANGES IN FUND BALANCE	BALANCE		
Tax Increase					4.0%
	2013 - 2014	2014 - 2015	2015 - 2016	2016 - 2017	2017 - 2018
	Actual	Actual	Actual	Budget	Final
Beginning Unassigned Fund Balance	5,621,953	6,008,728	5,131,940	4,332,022	2,925,950
Add: Revenue					
Local	30,794,410	30,450,331	31,298,049	32,309,011	33,475,128
State	4,751,877	5,295,947	5,702,806	6,126,362	6,410,982
Federal	100,384	77,853	88,318	269,515	219,500
Other	11,541	ı	ş	1	ı
Total Revenue	35,658,212	35,824,131	37,089,173	38,704,888	40,105,610
Less: Expenditures					
Salaries and Wages	16,498,421	17,466,071	18,033,385	18,097,148	18,204,647
Benefits & Taxes	7,755,982	8,151,799	9,874,902	10,683,618	11,115,588
Professinal Services	2,059,228	2,120,189	2,043,782	2,379,938	2,022,342
Property Services and Utilities	910,390	780,950	723,598	900,085	391,886
Purchased Services	2,783,958	2,855,465	2,948,775	3,298,423	3,447,689
Supplies, Books, Software and Fuel	857,992	940,162	800,642	972,378	1,751,451
Equipment	316,502	303,525	117,641	235,771	96,210
Interest, Fees, and Dues	849,035	564,565	669,993	971,913	1,065,386
Principal and Transfers	3,239,929	3,518,192	3,176,373	2,571,686	2,227,500
Total Expenditures	35,271,437	36,700,919	38,389,091	40,110,960	40,322,697
Revenue Less Expenditures	386,775	(876,788)	(1,299,918)	(1,406,072)	(217,088)
Add: Use of Committed Fund Balance	1	ŧ	500,000	•	ı
Ending Unassigned Fund Balance	6,008,728	5,131,940	4,332,022	2,925,950	2,708,862
Percent of Expenditures	17.04%	13.98%	11.28%	7.29%	6.72%
Fund Balance Summary					
Unassigned	6,008,728	5,131,940	4,332,022	2,925,950	2,708,862
Committed	1,200,000	1,200,000	700,000	700,000	700,000
Total Ending Fund Balance	7,208,728	6,331,940	5,032,022	3,625,950	3,408,862
Percentage of Expenditures	20.44%	17.25%	13.11%	9.04%	8.45%

NEW HOPE-SOLEBURY SCHOOL DISTRICT MILLAGE HISTORY

						Act 1
Fiscal Year	Tax Rate	Change	Average Tax Bill	Increase	% Incr	Index
1988/1989	27.75		1,577.00	-		
1989/1990	30.25	2.50	1,719.08	142.07	9.01%	
1990/1991	30.70	0.45	1,744.65	25.57	1.49%	
1991/1992	33.03	2.33	1,877.06	132.41	7.59%	
1992/1993	33.03	0.00	1,877.06	0.00	0.00%	
1993/1994	33.03	0.00	1,877.06	0.00	0.00%	100
1994/1995	33.03	0.00	1,877.06	0.00	0.00%	
1995/1996	34.58	1.55	1,965.15	88.08	4.69%	
1996/1997	38.50	3.92	2,187.92	222.77	11.34%	
1997/1998	41.48	2.98	2,357.27	169.35	7.74%	
1998/1999	46.28	4.80	2,630.05	272.78	11.57%	
1999/2000	49.95	3.67	2,838.61	208.56	7.93%	
2000/2001	54.73	4.78	3,110.25	271.64	9.57%	
2001/2002	58.98	4.25	3,351.77	241.52	7.77%	
2002/2003	63.00	4.02	3,580.23	228.45	7.35%	
2003/2004	63.00	0.00	3,580.23	0.00	0.00%	
2004/2005	66.98	3.98	3,806.41	226.18	6.32%	
2005/2006	67.68	0.70	3,846.19	39.78	1.11%	Marin Marin
2006/2007	68.33	0.65	3,883.13	36.94	0.97%	3.90%
2007/2008	71.83	3.50	4,082.03	198.90	5.17%	3.40%
2008/2009	76.70	4.87	4,358.78	276.76	6.78%	4.40%
2009/2010	79.84	3.14	4,537.23	178.44	4.09%	4.10%
2010/2011	82.15	2.31	4,668.72	131.49	2.90%	2.90%
2011/2012	83.30	1.15	4,733.80	65.09	1.39%	1.40%
2012/2013	84.72	1.42	4,814.28	80.48	1.70%	1.70%
2013/2014	86.16	1.44	4,896.11	81.83	1.70%	1.70%
2014/2015	87.96	1.81	4,998.93	102.82	2.10%	2.10%
2015/2016	89.64	1.67	5,093.91	94.98	1.90%	1.90%
2016/2017	93.9387	4.30	5,338.44	244.54	4.80%	2.40%
2017/2018**	97.6962	3.76	5,551.98	213.53	4.00%	2.50%

^{**2017/2018} is an estimate only until the final budget is approved

NEW HOPE-SOLEBURY SCHOOL DISTRICT REVENUE BUDGET HISTORY

Budget to Budget Change 828,510 333,109 2,000 3,307 (23,272) (10,292) (4,793) (4,700)	1,123,869	(2) (8,000) (1,750) (50,000)	1,064,117	17,000	1,166,117	22,586 7,510 - (7,745)	(4,400) (1,457) 37,800	(5,307) (920) -	2,283 234,270 284,620	(15)	(50,015)) t		1,400,722
Projected Revenue 2017/2018 23,306,062 5,749,568 (628,000) (148,369) (380,640) (32,560) 54,000 21,500	27,881,561	48,500 12,000 33,500 67 3,750,000 760,000	32,485,628	600,000 28,000 11,000 225,000 40,000 50,000 50,000 35,000	33,475,128	1,189,104 505,360 100,000 75,000	30,000 56,843 37,800	776,370 27,500 , , 45,000	678,718 2,889,287 6,410,982	47,500 22,000 150,000	219,500	: :	,	3.6%
Projection 2016/2017 21,947,586 5,242,400 - - (365,514) (88,865) 60,005 14,150	26,809,762	45,744 11,471 33,722 67 3,800,000 760,000	31,460,766	568,586 47,738 11,000 234,974 40,000 2,739	16,998 32,382,802	1,189,104 505,360 100,000 86,312	30,000 234,294	781,677 27,500 - 45,000	564,605 2,636,037 6,299,890	47,515 22,000 130,000 2,139	201,653	11,000	34,365	38,918,711
Budget 2016/2017 22,477,552 5,416,459 (630,000) (151,676) (357,368) (82,268) 58,793 26,200	26,757,692	48,502 20,000 35,250 67 3,800,000 760,000	31,421,511	600,000 11,000 11,000 225,000 40,000 500	32,309,011	1,166,518 497,850 100,000 82,745	34,400 58,300	781,677 28,420 - 45,000	676,435 2,655,017 6,126,362	47,515 22,000 200,000	269,515	, ,	, 8	<i>38,704,888</i> 4.4%
Actual 2015/2016 20,646,575 5,096,590 - (348,499) (82,243) 46,888	25,384,830	19,908 15,174 35,404 67 3,749,681 943,076	30,148,139	743,248 14,668 10,104 227,578 46,954 67,031 5,254	20,886 31,283,862	1,161,646 599,068 122,651	* * * *	/90,868 27,615 - 49,442	659,423 2,292,092 5,702,806	54,898 28,203 , 5,217	88,318	13,585	14,187	3.5%
Actual 2014/2015 20,200,436 4,939,867 - (340,091) (81,435) 56,099 24,890	24,799,767	22,645 28,793 36,442 67 3,749,239 739,476	29,376,429	684,207 14,389 10,340 235,022 51,330 60,000	30,444,778	1,136,958 516,934 98,215	95,771	853,791 28,546 36,917	646,711 1,864,780 5,292,947	64,587 10,679	77,853	5,554	5,554	35,821,132 0.5%
Actual 2013/2014 19,746,425 4,844,163 . ' (329,261) (78,432) 41,712 9,618	24,234,225	43,724 25,865 35,726 67 4,634,026 835,247	29,808,880	653,034 10,875 10,183 221,005 38,780 595	51,058 30,794,410	1,136,958 513,979 - 87,136	46,585	813,1/6 28,717 13,871	601,645 1,389,119 4,751,876	75,985 21,356 3,043	100,384	11,090	11,541	35,658,211 6.5%
Actual 2012/2013 19,492,550 4,722,478 (328,437) (74,457) 51,531 34,614	23,898,279	29,144 29,467 37,722 67 3,265,350 608,000	27,868,029	700,000 28,000 7,095 260,000 41,240	28,948,170	1,111,189 542,963 - 90,577	53,900 113,547	862,010 29,102 13,871	618,418 995,985 4,431,562	79,217 24,155 - 1,204	104,576	,,620	8,021	33,492,329
Actual 2011/2012 19,214,213 4,623,173 0 0 (311,696) (73,468) 41,748	23,508,996	29,390 24,181 38,967 67 3,195,359 651,217	27,448,177	698,927 20,834 11,586 302,314 44,089 0	28,526,633	1,111,189 571,264 0 92,736	61,528	804,822 31,608 13,871 31,608	584,264 462,416 3,907,029	40,027 24,886 0 0	99,731	11,549	11,799	32,545,192
Account Code 106111001000000 1061111001000000 10611110010000000 1062110010000000 1063110010000000 1063110010000000 1063110010000000000	•	106112001000000 106112002000000 106113000000000 10611400000000 106151000000000 10615300000000	•	106411000000000 10651000000000 10671000000000 10683200000000 10691000000000 10694100000000	10699000000000	1071.10000000000 10727.100000000 10727.200000000 1073.1000000000	107310005000000 107320000000000 107320000000000	10/340000000000 10/330000000000 10/501000002120 10/50500000000	1078200000000000000000000000000000000000	108514000000000 108515000000000 108810000000000	•	1099900000000000	•	44
Account Description Real Estate Tax - Solebury Real Estate Tax - New Hope Homestead/Farmstead Exemptions Homestead/Farmstead Exemptions Discounts on Taxes - Solebury Discounts on Taxes - New Hope Penalties on Taxes - Solebury Penalties on Taxes - New Hope	Subtotal - Real Estate Tax	Interim Real Estate Tax - Solebury Interim Real Estate Tax - New Hope Public Utility Realty Tax Payments in Lieu of Taxes Earned Income Tax Real Estate Transfer Tax	Subtotal - Local Taxes	Delinquent Real Estate Taxes Earnings on Deposits & Investments Gate Receipts IDEA Pass Through Funds Rental from Facilities Donations Tuition from Nonresident Students Receipts from Other LEA's in PA	Miscellaneous Local Kevenue SUBTOTAL - LOCAL REVENUE	Basic instructional Subsidy Subsidy - Special Education Subsidy - Special Education Out of State Transportation Subsidy	Transportation Subsidy - Nonpublic Rental & Sinking Fund Payments Rental & Sinking Fund Payments-MBIT	Homestead/Parmstead Exemptions Nurse Services Subsidy PA Accountability Grant Ready To Learn	Social Security/Medicare Subsidy Retirement Subsidy SUBTOTAL - STATE REVENUE	Title I Grant Title II Grant Medical Assistance Payments Medical Assistance Payments	SUBTOTAL - FEDERAL REVENUE	Ketund - Prior Year Expenditures Insurance Recoveries	SUBTOTAL - OTHER REVENUE	I U.A.L KEVENDE Percentage increase

Real Estate Tax Budget (2017-2018)

Total Assessments	Account Code	New Hope Borough 60,054,210	Solebury Township 243,995,870	Totals 304,050,080
Incremental Assessments			389,910	
Total Assessments		60,054,210	244,385,780	304,050,080
Millage Rate		97.6962	97.6962	97.6962
Taxes Billed		5,867,068	23,875,562	29,704,537
Less: Act 153 Discounts		-	122,000	122,000
Less: Tax Relief		148,369	628,000	776,369
Net Taxes Billed		5,718,699	23,125,562	28,806,168
Less: Estimated Liens		117,500	447,500	565,000
Net Collections	6111	5,601,199	22,678,062	28,241,168
Less: Discounts on Current Taxes	6211	92,560	380,640	473,200
Add: Penalties on Current Taxes	6311	21,500	54,000	75,500
Net Taxes to be Collected		5,530,139	22,351,422	27,881,561
<u>Assessments</u>		<u>New Hope</u> <u>Borough</u>	Solebury Township	<u>Totals</u>
April 2016		59,941,650	244,578,090	304,519,740
Current		60,054,210	243,995,870	304,050,080
Increase / (Decrease)		112,560	(582,220)	(469,660)

Expenditure Summary
Objects and Functions
2016/2017 as Compared to 2017/2018 Budget

17/18 Percent of	Total Budget	45.1%	27.6%	2.0%	1.0%	8.6%	4.3%	0.2%	2.6%	5.5%	1	17/18 Percent of	Total Budget	22.0%	34.7%	2.1%	0.1%	8.0%	1
Percentage	Change	0.4%	3.8%	-9.1%	-9.3%	3.0%	9.4%	27.8%	%9.6	-15.0%	0.5%	Percentage	Change	1.7%	%9:0	1.9%	%0.0	-8.5%	0.5%
	Difference	72,599	411,620	(202,346)	(40,199)	98,866	151,002	20,910	93,473	(394,186)	211,737		Difference	370,979	76,732	16,193	47,000	(299,166)	211,737
	2017/2018	18,204,647	11,115,588	2,022,342	391,886	3,447,689	1,751,451	96,210	1,065,386	2,227,500	40,322,697		2017/2018	22,182,312	13,996,534	851,164	57,000	3,235,688	40,322,697
	2016/2017	18,132,048	10,703,968	2,224,688	432,085	3,348,823	1,600,449	75,300	971,913	2,621,686	40,110,960		2016/2017	21,811,333	13,919,802	834,971	10,000	3,534,854	40,110,960
	Descriptions	Salaries and Wages	Benefits & Taxes	Professinal Services	Property Services and Utilities	Purchased Services	Supplies, Books, Software and Fuel	Equipment	Interest, Fees, and Dues	Principal and Transfers			Descriptions	Instruction	Student and Staff Support	Co-Curricular	Capital	Debt Service and Fund Transfers	
	Major Objects	100	200	300	400	200	009	700	800	006	Total		Major Funcations	1000	2000	3000	4000	2000	Total

New Hope - Solebury School District Budget History

<u>Year</u>	Expenditure <u>Budget</u>	Percent <u>Change</u>	<u>Tax Rate</u>	Percent <u>Change</u>	Enrollment	Percent <u>Change</u>
1987/1988	5,789,228				818	
1988/1989	6,614,542	14.26%	27.75		801	-2.08%
1989/1990	7,372,362	11.46%	30.25	9.01%	772	-3.62%
1990/1991	8,125,681	10.22%	30.70	1.49%	773	0.13%
1991/1992	8,750,413	7.69%	33.03	7.59%	806	4.27%
1992/1993	8,613,702	-1.56%	33.03	0.00%	864	7.20%
1993/1994	8,480,632	-1.54%	33.03	0.00%	866	0.23%
1994/1995	9,022,071	6.38%	33.03	0.00%	921	6.35%
1995/1996	10,171,716	12.74%	34.58	4.69%	984	6.84%
1996/1997	10,752,853	5.71%	38.50	11.34%	1,011	2.74%
1997/1998	11,480,135	6.76%	41.48	7.74%	1,042	3.07%
1998/1999	13,044,308	13.63%	46.28	11.57%	1,120	7.49%
1999/2000	15,046,946	15.35%	49.95	7.93%	1,211	8.13%
2000/2001	17,179,199	14.17%	54.73	9.57%	1,245	2.81%
2001/2002	18,584,450	8.18%	58.98	7.77%	1,262	1.37%
2002/2003	20,301,817	9.24%	63.00	6.82%	1,346	6.66%
2003/2004	22,985,531	13.22%	63.00	0.00%	1,370	1.78%
2004/2005	25,031,868	8.90%	66.98	6.32%	1,396	1.90%
2005/2006	29,993,402	19.82%	67.68	1.05%	1,434	2.72%
2006/2007	31,465,327	4.91%	68.33	0.96%	1,466	2.23%
2007/2008	30,477,302	-3.14%	71.83	5.12%	1,513	3.21%
2008/2009	32,282,792	5.92%	76.70	6.78%	1,538	1.65%
2009/2010	31,851,531	-1.34%	79.84	4.09%	1,568	1.95%
2010/2011	32,650,866	2.51%	82.15	2.90%	1,592	1.53%
2011/2012	33,397,681	2.29%	83.30	1.39%	1,592	0.00%
2012/2013	34,465,429	3.20%	84.72	1.71%	1,591	-0.06%
2013/2014	36,176,178	4.96%	86.16	1.70%	1,554	-2.33%
2014/2015	37,703,120	4.22%	87.96	2.11%	1,538	-1.03%
2015/2016	39,718,455	5.35%	89.64	1.89%	1,540	0.13%
2016/2017	40,110,960	0.99%	93.94	4.80%	1,513	-1.75%
2017/2018	40,322,697	0.53%	97.70	4.00%	1,500	-0.86%
AVERAGES		6.83%		4.49%		2.09%
Avg Last 10 Yrs		2.86%		3.14%		-0.08%

NEW HOPE-SOLEBURY SCHOOL DISTRICT EXPENDITURE SUMMARY - BY OBJECT

		12-13	13-14	14-15	15-16	16-17 Final	17-18 Proposed Final	17-18 Preliminary to	
ACCOUNT	ACCT TITLE	Actual	Actual	Actual	Actual	Budget	Budget	16-17 Final	Change
110	ADMIN SALARIES	1,441,077	1,418,749	1,662,605	1,811,110	1,665,788	1,579,333	(86,455)	-5.2%
115	ADMIN RETIREE PAYOUT	· ·	· · ·	-	-,,	79,352	37,352	(42,000)	-52.9%
120	TEACHERS	11,537,999	11,953,772	12,433,158	12,717,901	12,553,410	12,688,593	135,183	1.1%
121	NATL CERT/DOCTORATE	38,000	34,856	36,000	49,000	50,000	52,000	2,000	4.0%
122	SUBSTITUTES	236,751	237,695	94,853	118,442	80,000	80,000	-	0.0%
123	TEACHER OTHER PAY	82,151	40,196	108,590	82,971	131,126	112,126	(19,000)	-14.5%
125	TEACHER RETIREE PAYOUT	-	-	-	-	210,000	230,000	20,000	9.5%
126	EMPLOYEE OPT OUT PMTS	56,210	74,464	113,267	139,859	111,000	144,000	33,000	29.7%
130	PROF WAGES	212,019	204,515	211,597	356,713	259,240	260,506	1,266	0.5%
131	STUDENT ACTIVITIES	128,038	158,929	163,187	-	131,912	133,236	1,324	1.0%
140	TECHNICAL	261,252	251,844	272,700	286,376	300,354	312,769	12,415	4.1%
150	CLER WAGES	864,354	708,732	779,386	803,110	823,907	794,553	(29,354)	-3.6%
180	LABORERS	764,095	737,590	835,928	868,005	892,110	893,055	945	0.1%
190	INST ASSTS	686,299	677,079	754,800	799,897	843,849	887,124	43,275	5.1%
	Total Salary	16,308,244	16,498,421	17,466,071	18,033,385	18,132,048	18,204,647	72,599	0.4%
210 211	GROUP INSURANCE	3,329,049	3,514,129	2,979,848	3,656,699	2 004 270	7.437.064		
211	MEDICAL INSURANCE DENTAL INSURANCE					3,094,378	3,123,964	29,586	1.0%
212	GROUP LIFE INSURANCE					225,655	238,236	12,581	5.6%
214	DISABILITY INSURANCE					61,885	62,073	188	0.3%
215	VISION INSURANCE					167,277	168,249	972	0.6%
281	RETIREE INSURANCE					12,822 127,100	12,413	(409)	-3.2%
220	SOCIAL SECURITY	1,210,401	1,246,567	1,301,662	1,335,810	1,352,869	87,496 1,357,436	(39,604) 4,567	-31.2% 0.3%
230	RETIREMENT	2,000,700	2,808,397	3,703,517	4,590,845	5,310,034	5,778,574	468,540	8.8%
240	TUITION REIM	45,647	23,831	72,880	136,839	103,200	103,200	-	0.0%
250	UNEMPLOYMENT COMP.	58,505	10,542	10,018	30,743	85,000	25,000	(60,000)	-70.6%
260	WORKERS COMP.	129,841	129,590	76,389	143,247	146,948	143,347	(3,601)	-2.5%
290	OTHER BENEFITS	9,850	22,926	7,486	2,299	16,800	15,600	(1,200)	-7.1%
	Total Benefits	6,783,993	7,755,982	8,151,799	9,896,482	10,703,968	11,115,588	411,620	3.8%
322	PROFESSIONAL SERV1.U.	717,717	674,910	563,825	506,298	557,000	293,387	(263,613)	-47.3%
324	REGISTRATIONS	29,679	27,358	37,441	16,815	51,600	44,500	(7,100)	-13.8%
330	OTHER PROFESSIONAL	314,550	375,656	472,574	377,483	534,596	862,266	327,670	61,3%
340	TECHNICAL SERVICE	14,500	20,825	11,000	19,000	26,000	81,000	55,000	211.5%
390	CONT SERVICE	846,778	960,479	1,035,349	1,124,186	1,055,492	741,189	(314,303)	-29.8%
	Total Professional Services	1,923,225	2,059,228	2,120,189	2,043,782	2,224,688	2,022,342	(202,346)	-9.1%
411	DISPOSAL SERVICE	25,009	28,491	21,191	24,993	25,800	26,486	686	2.7%
414	LAWN CARE	59,325	82,769	87,381	63,353	95,000	95,000	-	0.0%
421	NATURAL GAS - NOW 621	-	-	-	-	-	-	-	0.0%
422	ELECTRICITY - NOW 622	-	-	-	-	-	-	-	0.0%
423	BOTTLED GAS - NOW 623	-	-	-	_	_	-	-	#DIV/0!
424	WATER/SEWAGE	32,938	14,031	11,357	13,929	13,000	13,000	-	0.0%
430	REPAIRS & MAINTENANCE	336,498	336,892	254,765	181,865	232,100	194,440	(37,660)	-16.2%
438	REPAIRS-TECHNOLOGY	4,934	5,045	3,685	1,668	7,225	7,000	(225)	-3.1%
441	RENTAL OF FACILITIES	3,407	3,816	4,463	5,652	4,100	1,100	(3,000)	-73.2%
442	RENTAL OF EQUIPMENT	6,447	6,337	3,242	4,049	54,860	54,860	-	0.0%
	Total Purchase Property Services	468,557	477,380	386,083	295,507	432,085	391,886	(40,199)	-9.3%
513	CONTRACTED CARRIER	1,390,216	1,417,470	1,387,249	1,400,634	1,463,382	1,442,285	(21,097)	-1.4%
516	STUDENT TRANS,-I.U.	119,516	101,397	147,005	234,530	245,000	245,000	-	0.0%
521	FIRE INSURANCE	29,303	68,120	61,113	58,676	61,000	58,641	(2,359)	-3.9%
522	AUTO INSURANCE	11,798	11,310	14,209	12,265	13,000	12,265	(735)	-5.7%
523	GENERAL PROPERTY & LIAB.	41,410	17,554	29,913	17,085	26,000	27,269	1,269	4.9%
525	BONDING INSURANCES	37,781	57,031	52,117	67,357	73,250	73,250	-	0.0%
529	OTHER INSURANCES	10,385	-	-	7,334	-	-	-	0.0%
530	POSTAGE	28,139	22,170	20,423	20,866	26,365	25,765	(600)	-2.3%
538	TELECOMMUNICATIONS	66,849	103,201	62,076	96,859	65,700	65,700	=	0.0%
540	ADVERTISING	7,921	7,907	3,367	1,738	3,000	4,000	1,000	33.3%
550 561	PRINTING & BINDING	7,532	11,238	7,538	8,416	15,075	9,625	(5,450)	-36.2%
561 562	TUITIONS TO OTHER LEA'S	457 464	14,200	(4,900)	400 774	-	-	-	0.0%
	CHARTER SCHOOL TUITION	157,461	100,483	181,245	108,734	124,350	204,350	80,000	64.3%
564 566	TUITIONS TO VOTECH	135,563	187,952	181,955	213,750	309,492	388,124	78,632	25.4%
566 567	COMMUNITY COLLEGE	965	49.005	-	-	-	•		0.0%
567 568	APPROVED PRIVATE SCHOOLS	4,661	17,365	-	-	-	-	-	0.0%
568 569	TUITION TO APPR. PRIV SCH TUITION- OTHER	264 706	- 500 A21	674 AAA	670.000	074 440	020.040	ina nnoi	0.0%
589 580	TRAVEL	364,786 27,335	588,421	671,082	670,053	871,149	839,910	(31,239)	-3.6%
	TU PAYMENTS-SPEC CLASSES	27,335	37,092	28,858	17,444	30,060	29,505	(555)	-1.8%
	I.U. PAYMENTS	- 13,731	- 12,144	- 12,215	- 13,034	12 000	12,000	-	0.0%
درد	Total Other Purchased Services	2,455,351	2,783,958	2,855,465	2,948,775	12,000 3,348,823	<u>12,000</u> 3,447,689	00 066	0.0%
			.,, 03,330	2,000,400	2,040,773	J,J40,023	2,447,003	98,866	3.0%

NEW HOPE-SOLEBURY SCHOOL DISTRICT EXPENDITURE SUMMARY - BY OBJECT

		45.45				16-17	17-18	17-18	
ACCOUNT	ACCT TITLE	12-13 Actual	13-14 Actual	14-15	15-16	Final	Proposed Final	Preliminary to	
710000117	Acci into	Actual	Actual	Actual	Actual	Budget	Budget	16-17 Final	Change
610	GENERAL SUPPLIES	515,868	452,054	428,821	322,708	488,319	456,506	(31,813)	-6.5%
618	ADMIN SOFTWARE - NOW 650	-	-	_	· •	· -	,	,,	0.0%
621	NATURAL GAS	60,384	59,231	68,358	43,665	42,000	60,000	18,000	42.9%
622	ELECTRICITY	336,071	373,778	326,508	384,425	395,000	363,000	(32,000)	-8.1%
623	BOTTLED GAS	-	-	-	-	· •	-		0.0%
624	FUEL OIL	134,739	82,972	75,740	71,235	82,800	82,800	_	0.0%
626	GASOLINE	7,166	7,329	5,072	3,942		-	_	#DIV/0!
630	FOOD	7,136	9,206	6,139	5,925	8,950	3,700	(5,250)	-58.7%
640	BOOKS AND PERIODICALS	112,817	118,771	261,679	227,710	240,510	164,027	(76,483)	-31.8%
648	ED SOFTWARE - NOW 650	-	-	· -	,	-	20 1,021	(10,303)	0.0%
650	SUPPLIES - TECHNOLOGY	208,692	412,871	331,736	261,668	342,870	621,418	278,548	81.2%
	Total Supplies	1,382,873	1,516,212	1,504,053	1,321,278	1,600,449	1,751,451	151,002	9.4%
					7,	_,+++,+	2,702,702		
751	NONCAPITAL EQUIP - NOW 610	-	-	=	-	_	-	-	0.0%
752	CAPITAL EQUIPMENT	64,286	80,706	47,023	7,775	33,700	30,870	(2,830)	-8.4%
757	NONCAPITAL TECH - NOW 650	-	-	-	-	,,	-	(2,050)	0.0%
756	CAPITAL TECH EQUIPMENT	3,232	10,585	87,478	17,320	41,600	53,090	11,490	27.6%
758	CAPITAL TECH SOFTWARE	-	-	· •		-	12,250	12,250	0.0%
	Total Equipment	67,518	91,291	134,501	25,095	75,300	96,210	20,910	27.8%
									271070
810	DUES AND FEES	42,325	40,618	43,251	44,114	55,745	55,698	(48)	-0.1%
831	INTEREST- LOANS	887,066	806,817	519,814	585,961	913,168	1,008,188	95,020	10.4%
890	MISCELLANEOUS EXPENDITURE	1,500	1,600	1,500	_	3,000	1,500	(1,500)	-50.0%
	Total Other Objects	930,891	849,035	564,565	630,075	971,913	1,065,386	93,473	9.6%
910	PRINCIPAL PAYMENTS	3,163,567	3,230,429	3,508,692	3,160,000	2,512,186	2,075,000	(437,186)	-17.4%
930	FUND TRANSFERS	9,500	9,500	9,500	9,500	9,500	2,500	(7,000)	-73.7%
940	BUDGETARY RESERVE	-	-	-	-	100,000	150,000	50,000	50.0%
990	MISC OTHER		-	-	25,212	· -	-	-	0.0%
	Total Other Use of Funds	3,173,067	3,239,929	3,518,192	3,194,712	2,621,686	2,227,500	(394,186)	-15.0%
							······································	· · · · · · · · · · · · · · · · · · ·	
	Total 300 - 800	10,401,483	11,017,033	11,083,049	10,459,225	11,274,944	11,002,463	(272,481)	-2.4%
							· · · · · · · · · · · · · · · · · · ·		
	Total	33,493,720	35,271,436	36,700,919	38,389,092	40,110,960	40,322,697	211,737	0.5%
	Perecntage Change		5.3%	4.1%	4.6%	4.5%	0.5%		

					·		17-18 Proposed	
Function		12-13 Actual	13-14 Actual	14-15 Actual	15-16 Actual	16-17 Budget	Final	Change
1100	Regular Programs	12,776,894	13,675,197	14,095,052	14,689,305	15,218,345	15,475,968	1.7%
1225 1233	Speech and Language	217,686	240,240	(92)	-		165,500	#DIV/0[
1233	Autistic Support Learning Support	7 CEO 411	- 3 003 305	659,127	690,477	814,787	852,433	4.6%
1241	Gifted Support	2,658,411	2,882,355	2,667,521	3,064,657	3,089,235	3,079,436	-0.3%
1260	Off and PT Support	325,101	365,569	320,133	347,042	412,580	423,025	2.5%
1280	Early Intervention	6,460	_	990	-	13 600	93,500	#DIV/0!
1290	Other Support	1,121,540	1,365,182	1,293,028	1,281,635	12,000	25,000	108.3%
1341	Home Economics	51,301	53,665	58,416	65,205	1,493,642 17,362	1,155,087	-22.7%
1350	Industrial Arts	299,700	301,316	303,870	323,852	352,921	10,000 398,710	-42.4% 13.0%
1360	Business Eduction	44,027	73,216	72,635	64,514	81,802	96,251	17.7%
1390	Other Vocational Ed	135,563	187,952	181,955	213,750	309,492	388,124	25.4%
1430	Homebound Instruction	9,150	9,123	8,642	2,694	9,167	9,279	1.2%
1441	Court Placements	3,829	, -	13,909	171	2,20.	10,000	#DIV/01
1442	Alternative Ed Programs	100,754	11,891	59,966	1,079	_	,	#DIV/0!
1700	Higher Ed Programs	965			-	=	-	#DIV/0!
1000	Total - Instruction	17,751,381	19,165,705	19,735,152	20,744,381	21,811,333	22,182,312	1.7%
2110	Pupil Services	354,030	303,079	334,071	354,829	395,700	402,010	1.50/
2120	Guidance Services	601,276	546,194	604,914	776,041	889,107	926,103	1.6% 4.2%
2130	Attendance	89,479	103,332	106,086	116,451	39,717	42,375	6.7%
2140	Psychological Services	330,416	371,518	411,635	372,172	427,905	405,679	-5.2%
2160	Social Work Services	254,963	260,583	271,338	303,557	329,886	348,091	5.5%
2220	Tech Support	7,512	9,977	9,726	9,554	325,600	11,000	#DIV/0!
2240	Tech Services	499,005	808,210	838,510	972,001	975,099	965,773	-1.0%
2250	Library	748,436	762,965	702,111	757,541	796,680	836,591	5.0%
2260	Curriculum Development	309,933	309,102	759,887	833,840	686,584	647,466	-5.7%
2271	Prof Dev - Certified Staff	51,973	56,616	58,735	24,032	63,028	161,484	156.2%
2272	Prof Dev - Non-Certified Staff	375	645	823	441	800	800	0.0%
2310	School Board	91,806	100,584	105,620	124,259	134,900	135,700	0.6%
2320	Board Treasurer	9,110	9,392	9,520	8,674	13,980	14,508	3.8%
2330	Tax Collection Services	153,542	175,836	155,532	133,997	167,287	167,039	-0.1%
2340	Human Resources	97,651	170,684	153,141	141,587	157,409	126,603	-19.6%
2350	Legal and Accounting	138,756	138,085	115,730	83,292	170,000	235,000	38.2%
2360	Superintendent	337,584	350,632	374,115	382,689	420,147	375,245	-10.7%
2370	Community Relations	2,301	3,382	2,159	3,105	3,500	3,350	-4.3%
2380	Principal	1,176,430	1,040,119	1,273,682	1,466,103	1,624,214	1,675,926	3.2%
2400	Pupil Health	297,176	287,304	324,004	348,136	418,943	435,142	3.9%
2500	Business	61,876	70,105	80,726	81,370		· -	#DIV/01
2511	Business Administrator	194,253	175,377	122,004	178,844	202,985	220,241	8.5%
2514	Payroll	91,921	90,874	95,492	102,965	108,995	108,716	-0.3%
2 515	Financial Accounting	80,287	80,882	86,592	94,619	185,912	173,842	-6.5%
2517	Property Accounting	-	_	-	-			#DIV/0!
2520	Purchasing	76,901	76,895	86,502	93,791	98,267	92,179	-6.2%
2540	Duplicating	140,687	146,681	162,894	170,906	164,620	168,004	2.1%
2600	Operations and Maintenance	2,978,405	2,948,999	1,273,828	-	-	-	#DIV/0I
2610	Maintenance	-	-	238,867	196,432	410,456	217,110	-47.1%
2611	Director of Operations	-	-				167,523	#DIV/01
2619	Director of Maintenance	-	-				-	#DIV/0I
2620	Buildings	-	-	1,103,566	2,512,665	2,481,409	2,356,871	-5.0%
2630	Grounds	-	-	302,640	324,176	350,928	361,606	3.0%
2650	District Vehicles	16,819	50,186	19,925	13,081	20,600	25,650	24.5%
2660	Security	-	-	96,482	87,899	87,222	86,356	-1.0%
2700	Transportation	1,126,157	1,155,097	1,121,010	1,221,332	1,292,753	1,305,077	1.0%
2750	Transportation - Non-Public	289,286	267,464	319,731	332,253	351,184	319,208	-9.1%
2800	Support Services	299,798	310,914	327,730	374,404	427,585	457,767	7.1%
2834	Prof Dev - Non-Instructional	16,269	5,719	24,348	5,541	10,000	8,500	-15.0%
2900	Other Support Services	13,731	12,144	12,215	13,034	12,000	12,000	0.0%
2000	Total - Support	10,938,147	11,199,574	12,085,894	13,015,610	13,919,802	13,996,534	0.6%
3200	Student Activities	184,165	247,891	240,225	229,891	193,970	191,919	-1.1%
3250	Athletics	537,636	594,260	600,141	622,092	639,501	659,245	3.1%
3300	Community Services	6,729	-	000,141	022,032	000,001	000,240	#DIV/0!
3400	Scholarships & Awards	1,500	1,600	1,500	-	1,500	-	-100.0%
3000	Total - Non-instructional	730,031	843,751	841,866	851,984	834,971	851,164	1.9%
					552,554			
4200	Existing Site Improvements	-	15,660	=	-	10,000	57,000	470.0%
4300	Architect and Engineering - Orig	-	~	-	-	-	-	#DIV/0!
4400	Architect and Engineering - Impr	14,028	=	-	-	-	-	#DIV/01
4500	Construction Services - Original	-				-	-	#DIV/0!
4000	Total - Capital Costs	14,028	15,660			10,000	57,000	5
5100	Debt Service	4,050,633	4,037,246	4,028,507	3,742,405	3,425,354	3,083,188	-10.0%
5250	Enterprise Fund Transfers	-	.,,	.,020,007	6,873	- COLUMN	J,003,100 -	#DIV/0!
5280	Activity Fund Transfers	9,500	9,500	9,500	9,500	9,500	2,500	-73.7%
5530	Misc Expense	2,500	-	-	18,339	- -	-	#DIV/0!
5900	Budgetary Reserve	_		-	مددورمند	100,000	150,000	50.0%
5000	Total - Other Costs	4,060,133	4,046,746	4,038,007	3,777,118	3,534,854	3,235,688	-8.5%
			-,,, 10	.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	-,,220		2,23,000	0.070
Total		33,493,720	35,271,436	36,700,919	38,389,092	40,110,960	40,322,697	0.5%
						,,,,,,,,	-,,	

NEW HOPE - SOLEBURY SCHOOL DISTRICT

2017-2018 Food Service Budget

The primary focus of the Food Service Program is to increase student participation and satisfaction by offering a varied selection of items on a daily basis, while complying with all governed regulations set forth through the HHFKA of 2010. The daily goal is to continue to provide well-balanced nutritional meals, appealing to the student population as a whole, while still having flexibility for the individual. Even though the allocation of government donated food items is minimal at NHSD due to the Free and Reduced Meal population, we still maximize our commodity dollars.

The District participates in an extensive Eastern Pennsylvania purchasing cooperative which provides competitive pricing for food and supplies based on the volume generated by the number of participating school districts.

Balancing priorities in a school nutrition program includes factors such as nutritional standards, appealing choices, affordable meals, food safety, commercial influences and student preferences.

Healthy foods are offered in New Hope-Solebury as part of the National School Breakfast and Lunch Program that meets the dietary guidelines. In addition, as set forth in The Smart Snacks initiative, all ala carte items sold meet requirements. In addition, we are certified and approved for an additional federal reimbursement for our program. This is referred to as the .6 Cent Review.

All staff has completed Civil Rights, SDS and HACCP (Hazard Analysis Critical Control Point) training. In addition, required staff in each kitchen has completed and is ServSafe Certified, along with Food Service Director. Our kitchens are inspected twice annually by the Department of Health, to ensure we are maintaining proper standards.

PRICING

The proposed Type A Lunch pricing is \$2.90 at the Elementary School, and \$3.35 at the Middle School and High School levels.

Ala carte items will be selectively increased where needed to reflect the costs incurred for overall product and labor cost increases.

REVENUE

The main source of revenue is from daily sales to student and staff as well as Federal and State subsidies to the program. The key is to create greater participation while adhering to the Federal Food guidelines.

Cafeteria Fund - Budget 2016-2017

						16-17	16-17	17-18		% of
		12-13 Actual	13-14 Actual	14-15 Actual	15-16 Actual	Budget	Projected	Proposed	\$ Change	Budget
	INTEREST	24	19	31	67	50	70	50	(20)	0%
	SALES - TYPE A LUNCH	107,198	92,853	82,837	143,562	150,000	156,909	162,000	5,091	29%
	SALES - TYPE A BREAKFAST						5,650	7,500	1,850	1%
	SALES-REDUCED PRICE LUNCH	411	166	142	136	150	155	150	(5)	0%
	SALES - ALA CARTE	331,068	340,343	347,400	272,595	277,000	241,658	250,000	8,342	45%
	SALES-ADULT LUNCHES	11,462	9,276	9,408	12,045	10,000	10,732	10,000	(732)	2%
	SALES-SPECIAL FUNCTIONS	12,100	14,069	9,470	10,722	7,500	5,263	7,500	2,237	1%
R6690	Other REVENUE - PPD			46,999	5,048	13,830	-	5,119	5,119	1%
	STATE SCHOOL LUNCH SUBS.	5,228	4,356	4,991	6,144	5,000	7,747	7,750	3	1%
	SOCIAL SECURITY SUBSIDY	8,971	8,466	8,722	8,595	8,733	8,629	9,028	399	2%
R7820	RETIREMENT SUBSIDY	14,153	18,744	24,247	28,468	34,279	34,102	38,437	4,335	7%
	FEDERAL SCHOOL LUNCH SUBS	34,387	34,161	48,698	49,304	42,500	53,884	54,000	116	10%
R9310	GENERAL FUND TRANSFERS		_		-		-			0%
	Total Revenue	529,895	522,452	582,945	536,685	549,042	524,797	551,533	26,736	
110	ADMIN SALARIES	82,817	87,594	89,433	75,848	72,030	71,680	74,119	2,439	13%
400	LABORERO									
180	LABORERS	151,659	132,638	137,170	150,336	156,271	155,437	161,905	6,468	29%
210	GROUP INSURANCE	29,820	20,410	18,980	21,815	21,234	21,517	22,380	863	4%
220	SOCIAL SECURITY	17,942	16,933	17,445	17,189	17,465	17,259	18,056	797	3%
230	RETIREMENT	28,306	37,488	48,493	56,935	68,559	68,203	76,873	8,670	14%
260	WORKERS COMP.	1,489	1,579	214	-	2,283	-	-	-	0%
290	OTHER BENEFITS	-	-	903	572	1,200	-	1,200	1,200	0%
320	STAFF DEVELOPMENT	120	882	240	811	500	958	500	(458)	0%
390	CONT SERVICE	2,748	3,076	2,590	8,782	1,000	2,837	1,000	(1,837)	0%
430	REPAIRS & MAINTENANCE	5,731	4,407	5,217	2,524	2,500	2,237	2,500	263	0%
580	TRAVEL	-	-	-	1,001	1,250	947	1,250	303	0%
610	GENERAL SUPPLIES	12,010	14,570	12,336	12,303	13,000	12,190	13,000	810	2%
631	FOOD- STUDENT MEALS	220,876	238,321	193,672	161,396	175,000	153,602	162,000	8,398	29%
632	MILK	15,711	14,860	22,152	10,253	13,000	13,074	13,000	(74)	2%
633	DONATED COMMODITIES	4,892		-	-	-	-	-	-	0%
740	DEPRECIATION	-	2,138	1,022	4,957	2,000	1,000	2,000	1,000	0%
750	EQUIPMENT	2,166		585	-	-	4,742	-	(4,742)	0%
810	DUES AND FEES			417	270	1,750	341	1,750	1,409	0%
930	FUND TRANSFERS			-	-	·	=	-	-	0%
	Total Expenditures	576,287	574,894	550,867	524,992	549,042	526,025	551,533	25,508	
	Profit / (Deficit)	(46,392)	(52,442)	32,078	11,693	(0)	(1,227)	0		
	TOTAL NET POSITION	(36,151)	(88,593)	(56,515)	(44,822)	(44,822)		(44,822)		
	Price Per Lunch Sales Type A									
	Elementary	2.70	2.75	2.75	2.85	2.90		2.90		
	Secondary	2.95	3.00	3.00	3.10	3.25		3.35		

NEW HOPE-SOLEBURY SCHOOL DISTRICT

Cover Sheet for Contract Proposals

Contract Recommendation for: Transition Program 18-21

Proposal One	Proposal Two
Company: Bucks County Intermediate Unit #22	Company:
Cost/Terms:	Cost/Terms:
Pros: Students of transition age will be able to receive the services within New Hope	Pros:
The district special education administration will have direct supervisory oversight of the program on a daily basis for fidelity of the program goals. The district will receive financial compensation for the shared supervision of the program	Cons:
Cons: None	
Proposal Three (if needed)	Proposal Four (if needed)
Company:	Company:
Cost/Terms:	Cost/Terms:
Pros:	Pros:
Cons:	Cons:

Recommendation: The BCIU is the recommended contract as there are no other providers to support the district in creating this program.



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

MEMORANDUM OF AGREEMENT BETWEEN BUCKS COUNTY INTERMEDIATE UNIT #22 AND NEW HOPE SOLEBURY SCHOOL DISTRICT

This Agreement is entered into this	day of	, 20 by and
between the Bucks County Intermediat	te Unit #22, located	at 705 N. Shady Retreat Road,
Doylestown, PA 18901, hereinafter refe		
Solebury School District located at 180		
hereinafter referred to as "District."	J	

WHEREAS, the Bucks IU is an educational services agency providing a continuum of special education supports and other services for students and their families in Bucks and surrounding counties; and

WHEREAS the Bucks IU has experience in helping students with disabilities develop knowledge and life-skills training which fosters informed career decisions and leads to successful post-school training and/or other employment; and

WHEREAS, the District desires to offer a life-skills career and employment training transition program to students ages 18 to 21; and

WHEREAS, the Bucks IU has demonstrated capabilities in designing, implementing, and overseeing such transition programs for students ages 18 to 21;

NOW THEREFORE, LET IT BE RESOLVED that the Bucks IU and the District agree as follows:

- 1. The term of this Agreement is August 23, 2017 through June 30, 2018.
- 2. The Bucks IU will provide a comprehensive transition program for district students as identified by the District and other students from surrounding schools which the Bucks IU will identify for the program. It is understood that District students will be given first priority to enroll in the program. The Bucks IU will then strive to fill any remaining available slots with other Bucks IU students whom the Bucks IU identifies as benefitting from the program.

Bucks County Intermediate Unit

- 3. It is understood that the Bucks IU will be responsible for providing customized academic and social skills instruction based on each enrolled student's Individual Education Plan (IEP), and will include training and education in independent living skills, and assessment and education of employment and vocational skills. The Bucks IU will provide all classroom staffing, supervision of all classroom staff and will also provide all curricular materials necessary for the program.
- 4. The District will provide the appropriate classroom space necessary for program instruction per the terms of the Bucks County Schools Fair Share arrangement as administered by the Bucks IU. (The Fair Share amount is currently calculated as \$18,746 for the 2016-2017 school year. The 2017-2018 Fair Share amount will be calculated using the December, 2017 Consumer Price Index (CPI) for the Philadelphia Area as published by the US Department of Labor, Bureau of Labor Statistics.) The District will coordinate and secure all job site locations and will provide consulting services as necessary from time to time to assist the Bucks IU with curriculum and job development, including employability, independent living, and academic skills.
- 5. Neither the Bucks IU nor the District shall discriminate against any person because of race, color, religious creed, ancestry, national origin, age, sex, gender or handicap/disability in performing the duties and/or services required by this Agreement.
- 6. The District acknowledges and agrees that Bucks IU has developed writings, drawings, designs, program name, and other works of authorship that Bucks IU may use in the course of performance of this Agreement and in other agreements with other school entities. The District agrees that all such materials, naming rights, drawings, designs, and other works of authorship developed by and/or used by Bucks IU are not works for hire and that Bucks IU is the sole and exclusive owner of all such materials and any copyrights therein.
- 7. New Hope agrees to pay to the Bucks IU the established tuition rate of \$39,387 for any student attending this program. It is understood that this tuition rate will be found in the Bucks IU Special Education Services Agreement for 2017-2018, as revised upon execution of this agreement.
- 8. The Bucks IU shall pay \$16,000 to the District for services provided under this Agreement. The District agrees to forward an invoice for \$8,000 to the Bucks IU twice per year on December 31 and June 30 for services rendered. The Bucks IU agrees to make payment within 45 calendar days following the receipt of the invoices.
- 9. Any change in this Agreement may be accomplished only by a written amendment executed by both the District and the Bucks IU.
- 10. This Agreement may be terminated upon 90 days written notice by either party. If the Agreement is terminated, the District is expected to pay the Bucks IU for services rendered up to the date of termination.
- 11. Neither the Bucks IU nor the District may assign or transfer any interest in this Agreement without prior written consent of both parties.
- 12. Any notice permitted or required under this Agreement shall be in writing and signed by the party giving or serving the same, and shall be served by either by personal delivery or certified mail to the following persons and at the following addresses:

Bucks County Intermediate Unit

Bucks IU:

Bucks County Intermediate Unit #22

Attn: Mark Hoffman, Ed.D. Executive Director 705 N. Shady Retreat Road Doylestown, PA 18901

District:

New Hope Solebury School District

Attn: Steven M. Yanni
Superintendent
180 West Bridge St.
New Hope, PA 18938

- 13. Both parties to this agreement shall comply with all applicable Federal and State statutes, regulations, and local ordinances; all Bucks IU and District guidelines, policies and procedures; any correspondence and instructions that may be provided by either party; all terms and conditions in this Agreement; and any future requirements determined necessary by Bucks IU and/or the District.
- 14. Both parties agree to hold each other free and harmless from any and all claims arising from any willful or negligent acts or omissions of each other or each other's agents or employees committed during or arising from the performance under this Agreement. Bucks IU and the District shall each be required to obtain and maintain a policy of General Liability insurance, in an amount not less than \$1,000,000 combined single limit for bodily injury and property damage. Bucks IU and District agree to submit a Certificate of Insurance to each other prior to the first day of services.
- 15. Both parties shall ensure that their respective employees, contractors, or subcontractors, including employees of said contractors or subcontractors, and any other individuals providing any services for under this Agreement, who may in any manner come in direct contact with students, shall have appropriate employment clearances completed prior to the performance of any work under this Agreement. The following clearances are required and information on how to obtain these clearances can be found on the Bucks IU website: 1) State Police Criminal Background Clearance; 2) FBI Federal Criminal Background Clearance; 3) Pennsylvania Child Abuse History Clearance; 4) PDE Form 6004; 5) Act 168 Employment History Form(s); and 6) Health Form with TB Test Results. Bucks IU and the District shall make copies of the clearances available to each other prior to the commencement of any services under this agreement upon request.
- 16. Both parties acknowledge that this agreement covers the time period of August 23, 2017 through June 30, 2018, and both parties acknowledge that it is the intent of the parties to offer an Extended School Year (ESY) transition program in the District for students age 18 21 during the 2018 ESY period. It is understood that the terms, conditions, and obligations of the parties for the 2018 ESY program will be covered under a separate agreement and it is the intent of both parties that the District will pay the yet to be published ESY student tuition rates for the 2018 ESY period and that the Bucks IU will pay the District \$1,000 for ESY services provided during the 2018 ESY period.

Bucks County Intermediate Unit

17. This Agreement constitutes the sole and only agreement of the contracting parties and supersedes any prior understandings or written or oral agreements between the parties respecting the instant subject matter.

This Agreement is signed below by the duly authorized representatives of the parties:

NEW HOPE SOLEBURY SCHOOL DISTRICT	BUCKS COUNTY INTERMEDIATE UNIT #22
Neale Dougherty School Board President	Recommended By: Dr. Jennifer Hertwig School Age Program Director
(Signature)	Approved By:
Date:	Attest: Elizabeth Bittenmaster, Board Secretar
	Date:
(April 17, 2017)	

NEW HOPE-SOLEBURY SCHOOL DISTRICT

Cover Sheet for Contract Proposals

Contract Recommendation for: Transportation Services

Proposal One		Proposal Two
Company: Fi	rst Student	Company: Student Transportation Inc.
Sma Van Pros: Con 1 ye com Allo char Wor to m inch atter Coll Exp need Cons: Incresalar	ks collaboratively with us (and other districts) inimize costs for transporting students, usive of homeless students and student ading private schools regial relationship with students erienced with transporting students with special	Cost/Terms: Large busses - \$57,500/each Small busses -\$44,900/each Vans - \$313/day Pros: Largest transportation company in the country Cons: Cost of conversion: +/- \$35,000 Length of contract — minimum of 5 years with 3.25% increases year over year Cannot guarantee mid-day run for MBIT students
	Proposal Three	Proposal Four
Company: Ro	hrer Bus Company	Company: McIllwain Transportation (expanding to eastern/southeastern PA)
Cost/Terms:		Cost/Terms: \$705/day minimum of 4 days per week
Pros:		Pros:
Cons: • Unre	esponsive to our request for information	Cons: Unresponsive to our request for information

Recommendation:

- Retain First Student for the 2017-2018
- Conduct a comprehensive request for proposal (RFP) process during the 2017-2018 school year
- Compare results of RFP to 5th year option to extend current First Student contract.
- Bring forth a recommendation for a 3-year contract during SY 2017-2018 for consideration during SY 2018-2019

TRANSPORTATION SERVICES AGREEMENT

THIS AGREEMENT made in duplicate this day of Juke, 2014, in Bucks County, Pennsylvania, by and between the New Hope-Solebury School District, a School District organized under the laws of the Commonwealth of Pennsylvania, with its office at 180 West Bridge Street, New Hope, PA 18938, Pennsylvania (the "School District"), and First Student (the "Contractor"), a corporation authorized to do business in Pennsylvania, with an office at 1812 S. 12th St., Allentown, PA 18103.

WHEREAS, the School District was unable to obtain proposals from other parties which provide pupil transportation services in Bucks County, and

WHEREAS, after review and consideration, the School District determined by formal action of its Board of School Directors at a public meeting on some a contract for pupil transportation services; and

WHEREAS, it is the intention of the parties to reduce said contract to writing;

WHEREAS, Parties desire to enter into a new Agreement, effective July 1, 2014 for services. The contract will be awarded for a three-year term with an option to extend the contract for two additional one-year periods upon mutual agreement of the parties. The contract will commence on July 1, 2014;

WHEREFORE, in consideration of the mutuality hereof and intending to be legally bound hereby, the parties agree as follows:

I. Preliminary Provisions

A. Purpose

The District is contracting with the Contractor to provide safe, efficient transportation to children of school age residing in the New Hope-Solebury School District.

B. Term

The services shall commence on July 1, 2014 and continue through June 30, 2017. The term "Contract Year" shall mean the period between July 1 and June 30 for any particular year.

C. Rates

The rates for services to be provided under this Agreement are set forth in Exhibit "A".

II. Obligations of Contractor

A. General Obligations

The Contractor agrees to furnish school buses and vans, and other vehicles for each day that school is in session during the term of this Agreement, in accordance with the school calendar of the District and the schools to and from which the District provides resident students with transportation, and shall furnish such labor, material, machinery, equipment, maintenance and service as is necessary to provide transportation services to all school-age residents of the District in accordance with the requirements of the Pennsylvania Public School Code of 1949, the regulations of the State Board of Education, the standards of the Pennsylvania Department of Education, the regulations of the Pennsylvania Department of Transportation, and any other laws or regulations applicable to the transportation of schoolage children to or from public or private schools.

B. Transportation Services

It is agreed that the Contractor shall perform the following transportation services:

- 1. transportation of all school-age students, to whom the District provides transportation services, between designated stops or residences and public schools within the District or private schools within ten miles of the District's border, along such routes as the Contractor shall prepare in accordance with this Agreement; and
 - 2. transportation for such educational field trips, sporting events, special education and pre-school placement runs, and mid-day runs as the District shall require, provided however, that the District shall afford the Contractor notice of the need for such trips, events and special education, preschool, and mid-day runs at least twenty-four hours in advance, and provide further that nothing in this Agreement shall limit the ability of the District to use such alternative means of transportation for such trips, events, and special education, pre-school mid-day runs as the District in its sole discretion chooses to use, including but not limited to transportation by another public or private school entity, by another contractor, or by District employees except as limited by this paragraph.
 - the cost of tolls shall be included in the trip rates for School District student events, including but not limited to, field trips and sporting events outside of the School District border.
 - 4. Contractor's drivers must conduct vehicle evacuation drills as directed by the District and in accordance with applicable laws and regulations. Contractor or the drivers shall be responsible to explain the proper procedures and train the students for the various types of evacuations.

C. Administrative Services

1. Communication

(a) The Contractor shall immediately report all incidents involving the driver, other employee of the Contractor or student riders, accidents, traffic violations or any issues involving the Contractor's vehicles involved in performing services under this Agreement to the District Superintendent or his or her designee by telephone. The Contractor shall provide a written report as soon as practicable and in any event no less than twenty-four (24) hours following the incident. Written notification shall contain a full and complete statement of all relative facts including police case number when available. In the event the accident involves injury or death to a student or driver, a verbal report is to be made at once by telephone immediately to the District Superintendent or his or her designee (by telephone) after notifying the police and rendering assistance to the injured. The written report will follow within five (5) business days.

- (b) The Contractor shall supply and pay for all telephones, Internet and data lines to be used by the Contractor, in the performance of this Agreement.
- (c) The Contractor shall address complaints relative to transportation as may be needed. The Contractor will assume the responsibility of providing telephone answering service during the times the vehicles are operational. Parents of students receiving transportation may be instructed to call the designated number. The Contractor will be expected to assist in the resolution of parent concerns and problems and notify the District of the complaint and the resolution thereof.
- (d) In the event of interruption of the Contractor's business for more than twenty-four (24) hours, the District shall have the right to secure such other transportation during the period of such work stoppage as may be necessary and charge to the account of the Contractor that portion of the charges for such replacement transportation as exceeds the rate which the District would have paid the Contractor to perform the same service.
- (e) In the event the Contractor is unable to provide the transportation services as specified in this Agreement because of any act of God, civil disturbance, strike, picketing, labor dispute or shortage, fire, riot, war, terrorism, governmental action or any other condition or cause beyond the Contractor's control, the District shall excuse the Contractor from performance under this Agreement.

2. Records

- (a) The Contractor shall supply the District with all data, reports and records reasonably requested by the District, including, but not limited to data, records and reports necessary (a) for proper evaluation of invoices, (b) for proper evaluation of performance and (c) to complete state reimbursement, audit, and other reports within the time required by a government agency or auditor. Such data, reports and records shall be provided by the Contractor in a timely manner.
- (b) The Contractor shall maintain such reports and records as are deemed necessary by the District and shall submit such records on forms provided by the District. The Contractor will assist in preparation, but not be responsible for filing of any state or regulatory report concerning ridership or reimbursement.
- (c) The Contractor agrees that it will cooperate with the District in complying with the Pennsylvania Right-to-Know Law, 65 P.S. §67.101 et seq., in complying with

requests for public records made under the Law. The Contractor's cooperation shall include, but not necessarily be limited to, prompt communication with the District regarding the existence of a record, the length of the record and other information requested by the District, adherence to the fee schedule issued by the District for any costs associated with producing or providing access to the record and promptly providing access to or copies of the record. If the Contractor fails to cooperate with the District in response to a request for a public record, then the Contractor shall indemnify the District for any and all costs incurred, including attorneys' fees of the District, as well as any costs, including any attorneys' fees of the requester, fines or other penalties imposed upon the District by a court of competent jurisdiction relating to the Contractor's failure to cooperate with the District.

(d) The Contractor shall submit its invoices by the fifth working day after the end of each month during the term of this Agreement detailing the services rendered during the prior month, the fees for such services in accordance with Exhibit "A" and any adjustments in accordance with the provisions of this Agreement.

3. Routes

- (a) The Contractor shall prepare all routes using the latest software programs required for performance of this Agreement in consultation with the District and in conformity with all applicable laws and regulations including mileage limitation. The Contractor will provide children residing in the same neighborhood, including children with and without disabilities, with transportation on the same vehicle unless (a) due to safety or route concerns, such transportation is not feasible or (b) the School District advises that such transportation is not appropriate for a particular student. If providing such transportation would require additional bus runs/routes, then First Student will notify the School District of such additional runs/routes and unless the District objects to the additional runs/routes, the runs/routes will be added. The Contractor shall prepare such routes and make recommendations to provide services in the manner most economical to the District factoring the cost of such services and the amount of state reimbursement.
- (b) The Contractor shall make recommendations concerning routes and services that shall enable the District to recoup the highest amount of state reimbursement possible, provided, however, that the Contractor is not a guarantor of such reimbursement.
- (c) The District shall review and approve or disapprove any route and/or stops thus prepared. The District's approval of or failure to review proposed or existing routes and/or stops, however, shall not excuse any obligation of the Contractor under the terms of this Agreement, including the obligation to prepare route in conformity with applicable laws and regulations including mileage limitation.

- (d) The District reserves the right to establish the routes and schedules to be followed and to make changes therein from time to time. The District shall notify the Contractor whenever changes are necessary in routes or time schedules, and the Contractor shall make a reasonable effort to adjust its operations to incorporate such changes within two (2) business days after notice is received from the District.
- (e) In the event the District changes routes or schedules once service has begun or been published, the District will assist in republication of changes or other notification to those patrons whose service has been changed. The Contractor shall consult with the District as to stops or portions of routes that the Contractor considers to be a safety concern due to traffic patterns or configurations.
- (f) The Contractor shall follow all schedules without deviation, provided, however, that the District shall have sole discretion to adjust schedules and stops to permit early dismissals during the school year. The Contractor shall follow all routes without deviation except when conditions require alteration or the safe operation of the vehicle and the safety of students on the vehicle, to be picked up by the vehicle or dropped off from the vehicle.
- (g) The Contractor will submit to the District on or before August 15th of each year, a list of routes that clearly indicate the locations and times for both morning pickups and afternoon drop off so that the District can publish this information. The list must be submitted to the District in an electronic format acceptable to the District.

D. Drivers and Other Contractor Employees

1. Training

- (a) The Contractor must make available to the District a detailed statement, updated annually at the Contractor's expense, outlining the Contractor's plans to obtain and train drivers and to keep all driver information (MVR, child abuse clearances, federal and state criminal history reports and all other required clearances) current.
- (b) The Contractor will submit a monthly report of training and or safety topics that were discussed with the Contractor's employees.
- (c) The Contractor will make a copy of any or all training and safety materials used for training purposes available to the District.
- (d)At the start of the school year, the Contractor will provide time at one of its driver orientation sessions so that District administrators may address drivers assigned to work under this Agreement on matters relating to the expectations for student conduct and to familiarize drivers with members of the school administration. Such orientation will be at a time and place mutually agreed upon by the Contractor and the District. The District may not distribute materials to drivers without Contractor approval.

(e) The Contractor must provide adequately trained maintenance and service staff to ensure the proper and efficient operation of all vehicles performing services under this Agreement.

2. Licenses/Certifications

- (a) The Contractor shall provide drivers who are competent, thoroughly reliable and fit for duty. The Contractor shall take reasonable steps to prevent its employees from exposing any rider to impropriety of word or conduct. Contractor shall not knowingly permit its drivers to smoke on the bus, to drink any intoxicating beverage, or to be under the influence of drugs or alcohol while operating any bus. Contractor shall at all times abide by applicable local, state, and federal laws and regulations in its hiring practices.
- (b) All drivers employed by the Contractor must meet all regulations of the Bureau of Driver Licensing of the Pennsylvania Department of Transportation, and the U.S. Government with regard to application, age, fitness, competence, conduct, licensing, physical examination, and continuing eligibility, as well as any other criteria required by law or by the District's policies, rules or regulations. Drivers shall carry a valid certificate issued by a Pennsylvania licensed physician indicating that they have passed the prescribed physical examination, a valid Commercial Driver's License (CDL) with all appropriate endorsements indicating that they are authorized to operate school buses.
- (c) All drivers must undergo annual physical examinations by a Pennsylvania licensed physician at the Contractor's expense.

The Contractor shall make available for examination by the District state and federal criminal history reports, DOT Physical Examination Form, copies of CDL and CDL Endorsement card, and with child abuse clearances for each of Contractor's employees who may provide services to the District prior to such employees providing any services under this Agreement. All such clearances shall be dated no earlier than one year prior to the date of submission to the District. The Contractor shall only be required to provide reports and information that are permitted to be transmitted to the District by federal and state privacy laws. The District will retain such records confidentially to the fullest extent allowed by law. The District agrees to indemnify, hold harmless and defend the Contractor, its directors, officers, employees and agents from and against every claim or demand which may be made by any person, firm, or corporation, or any other entity arising from or caused by any act of neglect, default or omission of District related to its receipt or use of such information, provided, however, that the District shall not be responsible for indemnifying, defending or holding harmless the Contractor based upon any disclosures made at the direction of a court, the Pennsylvania Office of Open Records or the Pennsylvania Department of Education. The District shall have the right to disapprove a driver based upon the content of the reports and clearances. The District's right to disapprove of a driver based upon the content of such reports and clearances shall extend beyond

the classes of conduct and periods specifically identified in the Pennsylvania Public School Code and the Child Protective Services Law as disqualifying for school employees or agents who have direct contact with children, provided that such disapproval must be made in writing, identify the basis for the disapproval and not violate federal, state or local laws, rules or regulations. Violation of this provision shall provide the District with cause to immediately termination of this Agreement.

3. Conduct

- (a) On days when they operate a vehicle under this Agreement, drivers shall abstain from the use of intoxicating beverages until the completion of their work day. Drivers shall not use, possess or be under the influence of intoxicating beverages on District property. Drivers shall abstain from the possession of weapons, the use of tobacco and drugs, the use of profane or indecent language when performing services under this Agreement and when on District property. When operating the vehicle, drivers shall be responsible for maintaining proper discipline on the vehicle.
- (b) Drivers shall not use cell phone while vehicle is moving or when students are on board, except for an emergency related to services provided under this Agreement.
- (c) Drivers must remain with vehicles while students are being loaded and off-loaded or transferred, discharging students only at assigned stops. Except with prior written approval of the District, only school students or District designees are permitted to ride on a vehicle.
- (d)No driver shall work for the Contractor for more hours per day than are permitted by State laws and regulations. Any state driver schooling and training is to be completed as required at the Contractor's expense.
- (e) If the District believes that cause is present, it may request that the Contractor test a driver for the use of drugs and intoxicating beverages. The Contractor shall have the ultimate responsibility for determining whether reasonable suspicion exists for such testing and, if so, for carrying out such testing. Every driver must pass a drug test before initial employment. Nothing contained herein shall be construed to prohibit the District from contacting appropriate law enforcement if it believes that a crime has been committed.
- (f) The Contractor must notify the District immediately if any individual performing services under this Agreement has been cited for a traffic violation, arrested and/or convicted of any criminal offense of any nature.
- (g) The District retains the right to (a) require that any driver be reassigned, (b) require that a route be reassign a route to a different driver and/or (c) reject any driver as unacceptable provided the rejection is in writing to the Contractor. The District must notify the Contractor in writing of such rejection/reassignment and

at the time of receipt of written notice, the driver shall not perform or shall cease performing services under this Agreement. Nothing in this paragraph shall either require the Contractor to take any specific employment action concerning the disapproved employee, other than removal from the performance of services under this Agreement, or confer upon any driver thus disapproved any rights under Section 514 of the Public School Code of 1949, 24 P.S. 5-514, or under the Local Agency Law, 2 PA.C.S. 553.

- 4. Both regular and substitute drivers shall be assigned, as consistently as possible, to the same run for the purpose of route familiarization and pupil control. It is the express desire of the District that the rate of the driver turnover be minimal. The Contractor will make a daily AM and PM Driver and Bus Assignment report available to the District.
- 5. The Contractor must provide a full-time supervisor with adequate office staff for all services required under this contract. During the school year, the office should be staffed during school days between 6:00 AM and 5:00 PM. This full-time supervisor must be readily available for twenty-four (24) hour communications between Contractor and the District. He/she shall have the responsibility of daily equipment scheduling and operation of the fleet and must work closely with the District.

6. Student Issues

- (a) The ultimate responsibility and authority to suspend or expel any pupil from transportation services hereunder shall rest with the District. The Contractor's drivers are responsible only for such discipline as is required to properly and safely operate the Contractor's vehicles. Each driver shall handle all disciplinary matters in strict accordance with the District policy. In no case will a driver eject a pupil from a vehicle for misbehavior except in the event of an extreme emergency endangering the safety of other pupils and then only after radio notice to the Contractor's terminal and to the pupil's building or school principal. In all cases of disciplinary ejection, the vehicle shall remain at the approximate area of student discharge until authorities arrive on site and authorize it to proceed on route. All discipline problems involving danger to the health, safety and welfare shall be reported immediately by telephone. All discipline problems will be reported in writing within 24 hours of the incident. The District and the Contractor will, in the event the Contractor determines that a pupil poses a danger to himself/herself or other passengers cooperate to provide a safe transportation environment prior to the Contractor being required to transport such pupil. Further procedures and regulations for the administration of discipline shall be established cooperatively between the District and the Contractor.
- (b) The District reserves the right to place its own personnel on vehicles transporting special needs students for physical, emotional, or disciplinary reasons.
- (c) Vandalism, damage to the Contractor's equipment or facilities shall be the responsibility of Contractor. The District shall give the Contractor reasonable

assistance in obtaining restitution for damaged equipment or facilities where damage is determined to be caused by District students or personnel.

7. General Employment Matters

- (a) Personnel furnished by the Contractor to perform the functions specified in the contract shall be employees of the Contractor. The Contractor shall pay all salaries, wages, Social Security taxes, Federal and State unemployment insurance, and any other tax relating to the employment of such employees. The Contractor shall provide all other required management services, including personnel services necessary to carry out the terms of the contract. Specifically, the Contractor shall maintain an available staff member during the peak transportation hours of each school day. The cost must be incorporated into the Contractor's proposal.
- (b) The Contractor agrees that it will comply with the provisions of the Pennsylvania Human Relations Act in providing equal employment opportunities in connection with all work performed by the hiring on behalf of the District. The Contractor will not discriminate nor permit discrimination by its agents, servants, or employees against any employee or applicant for employment with regard to hiring, promotions or terms and conditions of employment because of race, color, religion, age, or natural origin. The Contract will supply all compliance reports required by the Pennsylvania Human Relations Commission. Failure to comply with all requirements of the Governor's Code of Fair Practice (June 6, 1983) and the regulations of the Pennsylvania Human Relations Commission shall constitute a substantial breach of this contract and reason for termination upon written notice to the Contractor.
- (c) In the event of changes in state or federal taxes or laws, or specifications, increased insurance or surety premiums or any other condition, including any interpretation or implementation of the Patient Protection and Affordable Care Act, which causes any of the Contractor's or School District's operating costs hereunder to increase at a rate in excess of any negotiated escalation, then the parties shall meet to determine a reasonable and just amount to cover such increase, and rate of compensation set forth, shall be adjusted to reflect such increases.

E. Vehicle Requirements

1. The Contractor shall provide approved buses of either sixty-six (66) or seventy-two (72) passenger capacity, mini-buses of sixteen (16) to nineteen (19) passenger capacity, or vans of 9 passenger capacity or less, with an appropriately certified and licensed driver, and comply with all laws and regulations governing school vehicle transportation in the Commonwealth of Pennsylvania.

- 2. The Contractor shall not use any vehicle on a regular basis during this contract which is more than ten (10) years old and the average age of the fleet used by the Contractor at any time during this Agreement shall not exceed eight (8) years.
- 3. The Contractor shall use only vehicles that meet or exceed all applicable federal, state and local requirements and that are equipped with operational two-way radios.
- 4. The Contractor shall maintain and have available spare vehicles at all times sufficient to fulfill the requirements of this Agreement, provided, however, that the spare vehicles herein required need not comply with the age requirement set forth in subparagraph (2), but must meet all applicable inspection requirements for operation in the Commonwealth of Pennsylvania.
- 5. At the option and request of the District, the Contractor will install or remove video cameras and/or global positioning system equipment on or from the Contractor's vehicles at the District's expense. The District will purchase any such equipment, unless already provided by the Contractor, and the Contractor will install such equipment and remove it and return it to the District at the expiration of the Agreement or when the vehicle is no longer providing service to the District. The Contractor will comply with all District Policies regarding the use of such equipment, including, but not necessarily limited to any policies relating to use, access, postings and privacy.
- 6. The Contractor will, to the extent practicable, as fuel efficient vehicles as are reasonably available and reliable to provide services under this Agreement.
- 7. The Contractor will, to the extent possible clean vehicles on a routine basis, and if needed, additional times throughout the year as weather dictates, including removal of snow from the top of each vehicle.
- 8. If needed, upon School District authorization, cameras may be added to the fleet based on the proposal in Exhibit A.
- 9. Contractor shall certify a list of vehicles to be used in the performance of this Agreement, prior to the commencement of this Agreement and furnish the following information to the District by June 30, 2014:
 - (i) Vehicle Identification Number;
 - (ii) Name of Manufacturer;
 - (iii) Date of Manufacturer (not model year);
 - (iv) Rated Pupil Capacity;
 - (v) Odometer Reading;
 - (vi) Registration;

F. Other Contractor Representations and Obligations

- 1. The Contractor agrees that it will not assign, transfer or subcontract any work under this contract, without express written permission from the Board of School Directors, except that the Contractor may assign the Contract to a parent, subsidiary, related or affiliated company.
- 2. The Contractor shall indemnify, defend and hold harmless the District, its board members, officers, employees and agents against all suits and actions of every nature which may be brought against the District or the Contractor or both arising in any way out of the provision of services under this Agreement, unless such a claim arises from or is solely caused by the negligent actions or failures to act of the District, its agents, representatives or employees.
- 3. The Contractor shall remain during the term of this Agreement fully competent and able to perform the type of work required by this Agreement and fully able to furnish the labor, materials, machinery, and equipment required for the performance of the work required by this Agreement.
- 4. The Contractor shall remain at all times pertinent to this Agreement familiar with and compliant with all federal, state and local laws, ordinances and regulations that may in any way relate to or affect the performance of the Agreement, including, but not limited to, any legislative acts relating to the work or to the Agreement, including, but not limited to the Diesel Powered Motor Vehicle Idling Act, Act 124 of 2008.
- 5. The Contractor agrees to maintain compliance with equal employment opportunity and affirmative action personnel policies as required by the Commonwealth of Pennsylvania and the Equal Employment Opportunity Commission (EEOC).
- 6. If Contractor damages District-owned facilties, the Contractor shall be responsible, at the option of the District for either repairing such damage to the satisfaction of the District or reimbursing the District for the any costs incurred in repairing the damage. If the District undertakes the repair itself, then the District may charge the cost of the repair against the amount invoiced by the Contractor for the following month. The District must notify the Contractor in writing of its intention to charge or bill the Contractor for any such damage within thirty (30) days of the latter of the District becoming aware of the damage or the District becoming aware of the fact that the Contractor was responsible for the damage. Failure of the District to so notify the Contractor will release the Contractor from any obligation to pay or reimburse the District for such damage. No offset shall be permitted in the case of any environmental damage.
- 7. It is understood and agreed by both parties hereto that Contractor, while engaged in carrying out and complying with any and all of the terms and conditions of this Agreement, is an independent contractor and is not an officer, agent, subcontractor or employee of the District.

III. Obligations of the District

A. Payment

In consideration for services rendered hereunder, the District shall pay to the Contractor all sums due and owing and calculated in accordance with the rates set forth in Exhibit A, as may be adjusted from time to time as provided herein. Not later than the fifth working day after the end of each month during the term of this Agreement, Contractor will submit to District a statement of its services rendered during the prior month. After verification of the statement, District shall pay the amount due to Contractor on or before the thirtieth (30th) business day following the date on which the statement had been submitted. If the District disputes any charges on the statement or withholds or offsets all or a portion of any payment for cause, then it shall state the reason for such withholding or offsetting such amount in writing.

Section.

B. Fuel

The District is responsible for supplying the amount of diesel fuel necessary to operate vehicles under this Agreement. If the Contractor uses any fuel purchased and provided by the District for any transportation, other than for services rendered to the District under this Agreement, then the Contractor will reimburse the District for such fuel based upon the mileage of such services and a per-mile rate to be agreed to by the Contractor and the District. The Contractor agrees to indemnify, defend and hold the District harmless from any fines, penalties, taxes, assessments or other losses suffered as a result of permitting the Contractor to use fuel for any transportation other than for services rendered to the District under this Agreement.

C. On Site Facility

The District shall provide the Contractor with office space and a paved, fenced, lighted parking area for Contractor's employee parking and storage of all vehicles and equipment used in the performance of this Agreement. The District will be responsible for reasonable utility costs; however, if the utility costs in any given Contract Year exceed ten thousand dollars (\$10,000), then the Contractor shall be responsible for any costs over and above ten thousand dollars (\$10,000). Such charges shall be credited against the final payment for the Contract Year at issue. The contractor will pay the School District \$1.00 in annual rental and maintain the necessary insurances to cover the property.

D. Cancellations/Late Arrivals/Early Dismissals

1. In the event that circumstances beyond the control of the District cause a school to be closed on a given day, the District shall notify the Contractor by telephone, by 5:00 AM, on the day of the closing by using the District's automated calling system. The Contractor will submit telephone number(s) that the District will place on the District's automated calling system so that early morning cancellations or delays will be communicated to the Contractor by telephone. It will be the responsibility of the Contractor to maintain current phone number(s) with the District.

- 2. In the event that the Contractor is not so notified and buses begin their runs, the District shall be liable to the Contractor in the amount of one-half (1/2) of the daily rate for each bus or van that actually begins a run. The determination of whether a circumstance is beyond the District's control and of whether that circumstance warrants the closing of a school or schools shall lie exclusively with the discretion of the District.
- 3. In the event that circumstances beyond the control of the District cause the opening of school to be delayed, the District shall notify the Contractor by telephone, by 5:00AM, on the day of the delay.
- 4. In the event that circumstances beyond the control of the District cause the early closing of school or cancellation of field trips, sporting events, special education and pre-school placement runs, and mid-day runs, the District shall notify the Contractor by telephone prior to the early dismissal or the start time of the cancelled run.
- 5. Notwithstanding the foregoing, in the event of circumstances in the operation of any school which necessitate early dismissal for student health or safety reasons, the Contractor and District shall cooperate to facilitate orderly and safe transportation of students in the most efficient manner possible in light of the circumstances presented.
- 6. In the event that the District is affected by weather conditions, a strike or lock-out that causes a decrease in the school year to fewer than 175 days, the District shall pay one-half (1/2) of the daily rate for each regularly scheduled bus or van run for each day below 175. The Contractor shall make every reasonable effort to cooperate with the strike or lock-out contingency plans of the District.

E. Changes in Service

If the requirements for service change during the term of this Agreement such that a category of service not described herein shall be required by the District and the District solicits quotes for new categories of service from any other contractor, agency, or service provider, the District shall provide the Contractor with the opportunity to match the best cost quote obtained by the District in which event, the District agrees that if the Contractor's performance has been satisfactory in the determination of the District, such service shall then be performed by the Contractor for the balance of the contract term.

F. Additional Services

Additional service requested by the District of the Contractor that is the same type pursuant to this Contract shall be performed by the Contractor at its then current rates of service.

G. Maintenance of Level of Service

In the first year of this Agreement, the District agrees to assign the Contractor at least the same number of routes and the same number of unscheduled or scheduled trips, as it was assigned at the end of the 2013-14 School Year, less only those routes which are

consolidated or eliminated within the sole discretion of the District. During the subsequent years in this Contract Term, the Contractor shall continue to be assigned at least the same amount of service as it was performing at the end of each proceeding school year, unless an assigned route is eliminated by the District due to consolidation of routes, decrease in ridership or other reason. The obligations of this paragraph shall terminate if the District's obligation to provide transportation to students under applicable law changes in any way.

IV.

General Provisions

A. Notices

Any notices sent in accordance with this contract shall be sent First Class Mail and Certified Mail/Return Receipt requested to the following:

If to Contractor to:

First Student
Eastern PA Area
1812 S. 12th Street
Allentown PA 18103
Attention: Area General Manager

With a copy to:

General Counsel
Firstgroup America, Inc.
600 Vine Street, Suite 1400
Cincinnati, OH 45202

If to District to:

Director of Business/Finance Administration Building 180 West Bridge Street New Hope, PA 18938

With a copy to:

Kristine Roddick, Esquire
KING SPRY HERMAN FREUND & FAUL, LLC
One West Broad Street, Suite 700
Bethlehem PA 18018

B. Insurance

- 1. Throughout the entire term of this Agreement, the Contractor will maintain the following insurance:
 - (a) General liability insurance, covering the vehicles used in the performance of this Agreement, listing all covered vehicles in a schedule forming part of the policy

- with limits of insurance no less than \$6,000,000 combined single limit (bodily injury and property damage);
- (b)Property Insurance covering the District facilities that the Contractor occupies with limits of insurance no less than \$2,000,000 combined single limit; and
- (c) Worker's Compensation insurance, in commercially reasonable amounts, but in no event less than Five Hundred Thousand Dollars (\$500,000.00) for each accident, and Five Hundred Thousand Dollars (\$500,000.00) for disease for each employee.
- 2. All insurance shall be issued by a company authorized by law to insure in the Commonwealth of Pennsylvania and have an A.M. Best rating of "A" or higher.
- The District, its officers, employees, agents and the Board of School Directors shall
 be additional insureds under these policies of insurance with respect to the premises
 occupied, vehicles used and services provided in accordance with this Agreement.
- 4. The Contractor shall deliver to the Board of School Directors a certificate of insurance showing limits of insurance, and that said policy shall not be canceled, non-renewed or materially changed so as to affect the insurance described until after thirty (30) days' written notice of such cancellation, non-renewal, or material change has been delivered to the District.

C. Termination

- 1. If either party violates any of the covenants or duties imposed upon it by this Agreement, such violation shall entitle the other party to terminate this Agreement in accordance with the following procedure: The non-defaulting party shall give the offending party thirty (30) days' written notice of default and the opportunity to remedy the violation. If at the end of such 30-day default notice period, the party notified has not remedied the purported violation, the non-defaulting party may terminate this Agreement as follows: on the first business day following the last day of the 30-day default notice period, the non-defaulting party shall give the defaulting party 15 days' notice of termination. If the non-defaulting party does not provide this 15-day notice of termination, the default notice shall be deemed rescinded.
- 2. The District reserves the absolute right without cause to cancel this Agreement effective at the end of any Contract Year on the failure of the state legislature to provide adequate funding to allow the District to provide transportation services to students within the District. In the event the District shall elect to terminate this Agreement due to state legislative funding deficiencies, the District shall give written notice to the Contractor on or before May 1 prior to the end of any Contract Year for services to be rendered in the following Contract Year, provided, however, that if of the failure of the state legislature to provide adequate funding occurs after May 1 of a particular Contract Year, then the District shall provide notice of such failure within ten (10) business days of the state legislature's failure to provide such funding. In the event state funding is restored following a termination of this Agreement under

this Section, the Contractor shall be entitled to a right of first refusal to provide continuing service to the District under this Agreement.

- 3. Either party may terminate all or part of this Agreement for convenience upon not less than sixty (60) days' written notice to the non-terminating party.
- 4. It is understood by and between the parties that the District has decided to provide transportation to and from school to resident students attending public schools and that in accordance with the School Code, the District is thereby required to transport resident students attending non-public schools within ten miles of the District's borders. It is expressly understood that if the District's obligation to provide transportation changes, then the Parties shall discuss appropriate modifications to this Agreement in light of the change in the obligation. If the Parties cannot agree upon appropriate modifications prior to the change of the obligation becoming effective, then this Agreement shall be immediately voidable at the District's option.

D. Survival

The mutual obligations described related to compensation and indemnification shall survive the termination or expiration of the Agreement.

E. Severability

In the event any provision specified herein is held or determined by a court of competent jurisdiction to be illegal, void or in contravention of any applicable law, the remainder of the Agreement shall remain in full force and effect.

F. Extension/Modification

The Contractor and the District may extend or otherwise modify the terms of this Agreement in whole or in part as circumstances may justify by mutual written agreement executed by the duly authorized representatives of the parties.

G. Entire Agreement

This Agreement sets forth the entire agreement between the District and the Contractor concerning the subject matter hereof. There are no representations, either oral or written, between the District and the Contractor other than those contained in this Agreement.

H. Controlling Law

This Agreement shall be governed by the laws of the Commonwealth of Pennsylvania. All references in this contract to the "state" shall mean the Commonwealth of Pennsylvania. All regulations, laws and requirements of the state shall mean the regulations, laws or requirements of the State of Pennsylvania. Any disputes arising from this Agreement shall be brought in the Court of Common Pleas of Bucks County, Pennsylvania.

I. Authority

Both parties warrant that they are properly authorized to enter into this Agreement.

J. Immunity

Nothing in this Agreement shall be construed to waive or reduce the immunities from civil liability granted by or to enlarge the limitations of immunity imposed on the District by the Political Subdivision Tort Claims Act.

K. Survival

The payment obligations set forth in III(A) regarding payment, II(F)(2) regarding indemnification and IV(J) shall survive the expiration or termination of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed the Agreement the day and year first hereinabove written.

First Student, Inc.

By: Ganely Shtillians Title: Area House Manager

Attest:

By: Title: Zoratin Manyy

New Hope-Solebury School District

By: <u>(</u> Title:

Attest:

By: Kracian 1
Title: Domn Fracian 1

Exhibit A

First Student Proposal #2 (age of fleet 10 years max - avg age 8 years) 2013/2014 Year 3 Year 4 Year 5 Year 1 Year 2 0.00% 2.00% 2.00% 2.50% 2.50% \$270.66 | \$276.07 Bus \$265.35 \$265.35 \$282.97 \$290.04 \$262.17 \$274.10 \$280.95 MB \$257.03 \$257.03 \$267.41 Van \$234.90 \$239.60 \$245.59 \$251.73 \$230.29 \$230.29 Lift Vehicle \$271.78 \$271.78 \$277.22 \$282.76 \$289.83 \$297.08 Midday \$61.77 \$61.77 \$63.01 \$64.27 \$65.88 \$67.53 \$24.11 Monitor \$23.64 \$23.64 \$24.60 \$25.21 \$25.84

		2.00%	2.50%	2.50%	2.50%	2.50%
Trips	\$159.32	\$162.51	\$166.57	\$170.73	\$175.00	\$179.38

State of the art digital video surveillance systems 1.58 per bus per day

NEW HOPE-SOLEBURY SCHOOL DISTRICT

Cover Sheet for Contract Proposals

Contract Recommendation for: Student Assistant Team

Proposal One	Proposal Two		
Company: Council of Southeast Pennsylvania	Company:		
Cost/Terms: 1 year \$5,000	Cost/Terms:		
Pros: Students who are struggling with drug and alcohol use can receive support and assistance within the school setting.	Pros:		
All school districts in Bucks County utilize the service as a mechanism to address this growing need.	Cons:		
The assessments provided to the students will also guide			
additional outside support and counseling for families			
Cons: None			
Proposal Three (if needed)	Proposal Four (if needed)		
Company:	Company:		
Cost/Terms:	Cost/Terms:		
Pros:	Pros:		
Cons:	Cons:		

Recommendation: Council of Southeast Pennsylvania is the recommended contract as there are no other providers to support the district in providing this type of support and assessment.



The Council of Southeast Pennsylvania, Inc.
Prevention and School Services Programs
4459 W. Swamp Road, Suite 200, Doylestown, PA 18902
Phone 215-230-8218 Fax: 215-230-8205 www.councilsepa.org
Information/Intervention Line: 1-800-221-6333

LETTER OF AGREEMENT

Between The Council of Southeast Pennsylvania, Inc. ("The Council") and New Hope-Solebury School District regarding consultation, liaison, assessment and other appropriate agency services to be offered in support of the Student Assistance Program Core.

WHEREAS, the Pennsylvania General Assembly has through Act 211 of 1990 (Section 4(2)g) expressed its intent to provide appropriate counseling and support services to students who experience problems related to the use of drugs, alcohol or dangerous controlled substances; and

WHEREAS, the General Assembly has requested from the Secretary of Education a plan requiring each school district to establish and maintain counseling and support services for its students; and WHEREAS, the effectiveness of the Student Assistance Program is dependent on the cooperation and special services available through local provider agencies;

NOW THEREFORE, desiring to cooperate and to coordinate their resources on behalf of the efforts of the Student Assistance Program Core Team, the parties mutually agree to the following liaison arrangements and service provisions:

I. Consultation Services

Provided by a designated Master's Level, SAP trained liaison from The Council. All Council personnel coming in contact with students will possess satisfactory criminal background and child abuse clearances:

- A. Availability of phone consultation services to the Core Team through Council School Services Program Manager or other staff, including crisis assistance.
- B. Provision of one maintenance session and coordination with team of the scheduling of a second maintenance session for each team if this is requested.
- C. Consultant will act as liaison with the Communities That Care Committee by attending at least three of their meetings during the school year, as schedule allows.

II. Central Assessment Referral Procedures

The Core Team members will describe to the family the process of accessing an assessment at one of The Council sites in the county and will either assist the family in calling from the school or will stress the importance of calling at the earliest convenience. When possible, the Team should let The Council consultant know in advance of a planned intervention to facilitate scheduling.

III. Assessment Services

Assessments are to be provided in compliance with the American Disabilities Act. Assessment services include:

A. An appointment for assessment scheduled within 48 hours of an intervention, at any of our satellite offices:

- B. A two-stage clinical interview including a behavioral health assessment, as appropriate;
- C. A valid computer-scored screening;
- D. Provision of several referral options, if appropriate, to the student and family, taking into consideration clinical need, family resources, and county funded opportunities;
- E. Explanation of referral recommendations to the student, and with written authorization, to the family;
- F. Written recommendations regarding resources for the student and family; and
- G. With written authorization from the student, a written follow-up report to the Core Team.

IV. Provisions for Treatment and Aftercare

- A. Liaison services with the State Departments of Education, Drug and Alcohol Programs and Human Services, the County Drug and Alcohol and Mental Health agencies, and members of the Bucks County Student Assistance Consortium of School Districts.
- B. At assessment interview completion, provision of several referral options, if appropriate, to the student, and with written authorization, and family, taking into consideration clinical need, family resources, and county funded opportunities; explanation of referral recommendation to the student, and with written authorization, the family; written recommendations regarding resources for the student and family,
- C. On-site case management services, post assessment by The Council.
- D. Planning and co-facilitation of student support groups, if applicable.

V. Other Services in Support of SAP

Submission of an annual report to the District

VI. New Hope-Solebury School District agrees to the following:

- A. To follow the guidelines established by the Pennsylvania Department of Education as standards of operation and best practices for Student Assistance Programs;
- B. To schedule and coordinate, with each school in the district, Core Team meetings twice monthly for consultation with The Council consultant;
- C. To appoint one SAP team members from each team to act as a liaison between the team and The Council;
- D. To respect the complete confidentiality of any interactions between The Council and the student/family and to respect fully and honor The Council's professional responsibility to protect the privacy of its clients as mandated in Federal Confidentially Regulations 42, C.F.R., Part 2;
- E. To allow The Council full access to data reported online to the state including individual school breakdown in order to provide better feedback to individual teams and the district;

F. To perform face to face interventions in all cases referred for assessment;

- G. To provide The Council consultant a confidential workspace with a telephone;
- H. To permit release time for the consultant to attend up to two (2) countywide SAP Updates, Council staff development, licensing required training and monthly staff meetings, should they fall on scheduled school service days; and
- I. To permit ½ hours per day for lunch for The Council consultant.

Specifically, New Hope-Solebury School District:

Acknowledges that in receiving, storing, processing or otherwise dealing with any information
from the SAP Program about students in the SAP Program, it is fully bound by the provisions of
the federal regulations governing confidentiality of Alcohol and Drug Abuse Patient Records 42,
C.F.R., Part 2.

- Undertakes to institute appropriate procedures for safeguarding such information, with particular reference to student identifying information.
- Undertakes to resist in judicial proceedings any efforts to obtain access to information pertaining to students otherwise than as expressly provided for in the Federal Confidentially Regulations 42, C.F.R., Part 2.

The Council agrees to implement the above school services as follows:

Secondary SAP - 1/2 days per week

Agreed upon and signed this day by:

These services will begin on or about August 31, 2017 and end on or about June 30, 2018 in New Hope-Solebury School District.

PLEASE NOTE: The hours to be served on days on which the school is closed due to district strike, holiday or inclement weather, are not reimbursable in future services. Consultation hours over and above the contracted total should be pre-authorized by the District Designated Liaison and can be purchased at an hourly rate of \$90.00. Assessment services will be continued through the academic year as necessary. However, students who fail to comply with scheduling an appointment for an assessment or follow-up by designated closing date (determined each Spring) will be required to have an assessment scheduled through our Central Intake Unit and will be charged for that assessment.

New Hope-Solebury School District agrees to pay The Council of Southeast Pennsylvania, Inc. the sum of \$5,200.00.

This contract is in effect for one (1) year from August 31, 2017 to August 31, 2018. However, either party upon issuance of sixty (60) days notice may terminate the agreement.

The Council acknowledges its ethical responsibilities and states unequivocally that no referral fees or other forms of compensation under any circumstances will be sought or accepted from any of the resources utilized by The Council or from students or their families.

The intent of this agreement is to work mutually and cooperatively to help the student who exhibits high-risk behaviors, and to prevent further problems from developing. The specific terms of agreement are subject to modification by mutual agreement to accommodate school policy, unusual contingencies and unforeseen circumstances. We agree essentially to work vigorously and prudently to improve the overall health and well-being of students and, by doing so, positively contributing to student development.

New Hope-Solebury School District

THE COUNCIL OF SOUTHEAST PENNSYLVANIA, INC.

School Administrator

Beverly J. Haberle, MHS, LPC, CAC Executive Director

Date

Date

NEW HOPE-SOLEBURY SCHOOL DISTRICT

Cover Sheet for Contract Proposals

Contract Recommendation for: Behavior Analyst Services

Proposal One	Proposal Two		
Company: ABA Connect	Company: Bucks County Intermediate Unit		
Cost/Terms: 1 year \$475 per day/per Behavior Analyst at \$63.33 per hour, with a maximum of 30 hours per week. Pros: This will be a renewal of the current behavior analyst services. The consistency of the provider is critical to student success. All staff have worked with the BCBA for the past year and have seen significant student growth via IEP goals. The BCBA has become a valued resource for all children struggling with behavior needs. Cons: None	Cost/Terms: \$700/day – minimum 4 days per week Pros: Network support for BCBA Cons: Concerns with service provider necessitate change for OT, PT, and Speech Unable to participate in BCBA selection for NHSSD		
Proposal Three (<i>if needed</i>)	Proposal Four (if needed)		
Company: Behavior Interventions Inc.	Company: ABA2Day		
Cost/Terms: \$647/day – minimum of 4 days per week	Cost/Terms: \$705/day – minimum of 4 days per week		
Pros: Network of support for BCBA Cons: Unable to participate in BCBA selection for	Pros: Network of support for BCBA Cons: Unable to participate in BCBA selection for		
 NHSSD Unable to guarantee us consistent services for the duration of the year 	NHSSD Unable to guarantee us consistent services for the duration of the year		

Recommendation: ABA Connect is the recommended contract. During the summer of 2016, an extensive review of different providers was conducted and ABA Connect was chosen. AT this time is in the best interest of the students that we continue with the same provider.



SERVICE AGREEMENT

This Agreement ("Agreement") is entered into this 8th day of August 2016, by and between ABA Connect, LLC ("Contractor") and the New Hope-Solebury School District of (the "District").

WHEREAS, the District desires to retain a consultant to assist in applied behavior analysis and curriculum;

WHEREAS, Contractor has a background in Applied Behavioral Analysis; and

WHEREAS, the District's Board of School Directors has authorized the Superintendent to enter into an agreement with Contractor to perform services as described herein;

NOW, THEREFORE the District and Contractor, for the consideration and under the conditions hereinafter set forth, do agree as follows:

- 1. **SERVICE PERIOD & SCHEDULE**: Contractor agrees to provide applied behavior analysis and curriculum support from September 1, 2017 through June 30, 2018, upon which date this Agreement will expire. The District reserves the right at any time to discontinue service upon thirty (30) days notice. This Agreement is subject to future changes, as mutually agreed upon, and amends and/or replaces any and all prior agreements for the same service. Any failure by Contractor to maintain appropriate licensures or certifications necessary for the performance of this Agreement by Contractor will constitute a breach of this Agreement by Contractor and cause the Agreement to be void at the option of the District.
- 2. MANAGEMENT/CONTROL: Contractor and its employees are independent contractors and not employees of the District, and are therefore not entitled to employee benefits provided by the District. The Contractor agrees to provide services consistent with the available facilities, the professional judgment of Contractor's employees, and standards established in the District's community. Contractor shall maintain adequate and current records of services provided in the manner required by the District. Contractor agrees to hold the District harmless against the payment of all taxes, contributions, or premiums which may be payable under federal, state, or local laws arising out of the performance of the work to be performed by Contractor.
- 3. **FEES/RATES & COLLECTION**: The rate for service performed pursuant to this agreement is at the rate of \$475 per day/per Behavior Analyst at \$63.33 per hour, with a maximum of 30 hours per week. A day is defined as a typical



school day and may include meetings held immediately before the start of or after the end of the school day (30 minutes before or after). Contractor may bill for paperwork (i.e., Functional Behavior Assessment Reports, Developing Positive Behavior Support Plans) for up to 12 hours outside of the school day per month at a rate of \$60 per hour. Any professional development outside of school hours after 4pm (i.e., parent training) will be at a rate of \$60 per hour. Contractor shall submit an itemized statement on or by the last day of every month for services charged and the District will pay invoices, less any amounts disputed within fifteen (15) days following Board approval.

- 4. **CLEARANCES**: Contractor shall obtain federal and state criminal history reports and child abuse clearances for all employees who will have direct contact with children. The reports and clearances for an employee shall be dated no earlier than one year prior to the date provided to the District and shall be provided for each employee before the employee performs any services for the District. Contractor shall forward copies of all clearances to the Superintendent's Office. Failure to comply with this provision will be grounds for termination of this agreement by the District.
- 5. **DISTRICT POLICIES AND PROCEDURES**: Contractor shall conform to all district policies and procedures currently and hereafter established by the District or required by law, including but not limited to those related to the confidentiality of student records and other information. Failure to maintain confidentiality of student records and other information shall constitute a breach of this Agreement and may subject Contractor to further liability as provided by the law.

6. Insurance and Indemnity:

- A. Contractor shall provide a certificate of insurance, a minimum of 30 days prior to the event or the commencement of the contract term, clearly naming District as additional insured in the amount of \$1,000,000 commercial general liability and property damage insurance combined. Additionally, the Contractor must provide a certificate of insurance reflecting \$1,000,000 professional liability insurance.
- B. Contractor shall indemnify, defend and hold the District harmless from and against any and all claims, suits, acts, liabilities, and costs of any kind caused by the negligence or intentional wrong doing of the Contractor, its employees and its agents.

7. Disclosure Forms and Training:

A. Disclosure Forms. The Contractor will provide the District with an executed PDE-6004 disclosure form for every employee or contractor who performs work for the District pursuant to this Agreement. The form shall be supplied to the District prior to the employee coming onto the District's property. Additionally, the Contractor will notify the District in writing within 72 hours if any employee or agent of the Contractor performing services under this Agreement is arrested or convicted of any crime.



- B. Training. The Contractor agrees to provide all agents, employees, and representatives performing services under this Agreement with mandatory child abuse training in compliance with 24 P.S. §12-1205.6.
- 8. **Employment History Review:** Contractors who will have direct contact with children must perform an employment history review in accordance with Act 168 of 2014 for each employee, make records of the review available to the District upon request, and notify the District if it received an affirmative response with respect to any of the abuse and sexual misconduct background questions. The required form and additional information can be obtained at:
- 9. **Records**: The Contractor shall treat information that it obtains through the performance of its contract in a confidential manner and shall not disclose such information to any third party unless required to do so by law or authorized in writing by the Superintendent. Additionally, the Contractor will cooperate with the District in providing records as the District determines necessary to comply with the Right to Know Law 65 P. S. §67.101 et seq..
- 10. **Non-Discrimination.** Contractor agrees that in the performance of services under this Agreement, the Contractor and its employees and contractors will not discriminate against students, employees, or other persons on the basis of race, color, familial status, religious creed, ancestry, age, sex, national origin, handicap, disability, or use of guide or support animal.
- 11. ESY 2017 (July 3-Aug 3) Up to three hours per week.

IN WITNESS WHEREOF, the District and Contractor have executed this Agreement on or as of the date first above written.

Allison Garofalo, M.A., BCBA, LBS Owner and Co-Founder, ABA Connect LLC	Date
Amber Gallen M.Ed., BCBA, LBS Co-Founder, ABA Connect LLC	Date
Alyssa Marton, M.S., BCBA Director of Special Education, New Hope-Solebury School	Date ol District
Neale Dougherty School Board President, New Hope-Solebury School Dist	Date

INTERQUEST SERVICE AGREEMENT

This agreement, entered into this April 29, 2017 between INTERQUEST Detection Canines of Eastern Pennsylvania (hereinafter referred to as "Contractor") and New Hope Solebury School District thereinafter referred to as "District").

WITNESSETH

WHEREAS, Contractor provides contraband inspection services (hereinafter referred to as ("Services"); and

WHEREAS, the District desires to obtain the Services provided by Contractor.

THEREFORE, INTENDING TO BE LEGALLY BOUND HEREBY, the parties agree as follows:

- 1. This agreement shall commence **September** 5, 2017 and shall terminate on **June** 30, 2018 provided that either party to this Agreement may terminate this Agreement sooner upon providing thirty (30) days written notice.
- 2. The District agrees that it has established and communicated a policy clearly defining contraband as all drugs of abuse (in the broadest terms), alcoholic beverages, weapons, firearms, ammunition, fireworks and medications (prescription and over-the-counter), and that this policy has been disseminated to all of its locations and all of its employees, agents, servants, students, and visitors. For purposes of this Agreement, "contraband" shall be defined as all things for which the District has contracted services from the contractor. The District also agrees that it has established and communicated that violations of this policy are considered adverse to the welfare of employees, agents, servants, students and visitors and are contrary to the District's desire to foster an atmosphere conducive to education in a safe and secure environment. The District shall fully cooperate with contractor in the performance of the services requested by the District.
- 3. Contractor shall provide contraband inspection services utilizing non-aggressive contraband detection canines. Such inspections may be conducted on an unannounced basis under the auspices and direction of the District administration with Contractor acting as agent of the District while conducting such inspections. Communal areas, lockers, gym areas, parking lots (automobiles), grounds, and other select areas as directed by District officials, will be subject to inspection. Contraband detected on District property is the responsibility of the District. Suspected drugs of abuse may be field-tested to provide preliminary or presumptive identification of the drug.
- 4. Contractor will provide a minimum of visits for the agreement period. Each visit will include one Canine Team (a Canine Team shall consist of one canine and one handler). Contractor also agrees to visit on an on call basis if needed, including special events. The length of the visit will vary and shall be determined by the handler. Contractor will schedule visits in conjunction with days designated by the District as appropriate for visits. The District will provide a calendar marked with inappropriate dates for service. This calendar will serve as an addendum to this Agreement. All other dates will be considered acceptable for visits. In the event that Contractor arrives on campus on any day deemed appropriate by the calendar and is not permitted to perform services for any reason, Contractor will be deemed to have rendered and completed services for that visit. Upon the change in any law, regulation, or ruling which would prevent Contractor from conducting any of the agreed to services, that portion of this contract shall be deemed complete and Contractor shall refund to the District a prorated sum based upon the services not rendered during the agreed to contract term. Contractor certifies to District that all employees, agents and servants of Contractor coming in contact with children while in performance of the services hereunder shall possess current and satisfactory criminal background and child abuse clearances as required by law.

- 5. Contractor will send an invoice the District on the 1st of each month for services provided during the prior month, in the amount of Two Hundred and Sixty Dollars (\$260.00) per half-day (three hours) visit, or Five Hundred and Twenty Dollars (\$520.00) per full day visit (six hours), to be paid by the 15th of the month. Payments to be sent to: INTERQUEST Detection Canines of Eastern Pennsylvania, P.O. Box 151, Penns Park, PA 18943.
- 6. The District agrees that Contractor is not an insurer. Accordingly, Contractor undertakes no liability to the District or third party and makes no representation, expressed or implied, that its services will absolutely prevent occurrences or their consequences thereof.
- 7. Contractor hereby indemnifies and holds harmless the District and its employees, officers, agents and representatives from and against any and all claims, demands, costs, including attorney fees, suits and damages for bodily injury and property damage for which the District becomes liable that arise out of or result from the negligent acts or omissions of Contractor, its employees, agents or representatives. Likewise, District hereby indemnifies and holds harmless the Contractor and its employees, officers, agents and representatives from and against any and all claims, demands, costs, including attorney fees, suits and damages for bodily injury and property damage for which the Contractor becomes liable that arise out of or result from the negligent acts or omission of the District, its employees, agents or representatives. Each party shall give the other notice of any claim or potential claim arising out of or relating to this Agreement within ten (10) days following the date of the occurrence or the date the party becomes aware of the Claim or potential claim.
- 8. Failure of Contractor to enforce any provision of this Agreement, or any of its rights, or to exercise any election herein provided, shall not be considered a waiver of such provision or election or in any way affect the validity of this Agreement. The exercise by Contractor of any of its rights or any of its elections shall not preclude Contractor from exercising the same or any other right it may have under this Agreement.
- 9. It is understood and agreed by the parties hereto that Contractor, while engaged in carrying out and complying with any of the terms and conditions of the Agreement, is an independent contractor and is not an officer, agent or employee of the District. As such, Contractor is not entitled to the benefits provided by the District to its employees, including but not limited to, group insurance, state pension plan enrollment, vacation, leaves of absence, worker's compensation insurance or unemployment compensation insurance. The District may, during the term of this Agreement engage other independent contractors to perform the same work that Contractor performs hereunder. Contractor may provide its services for others during those periods wherein it is not performing work under this Agreement for the District. The District is interested only in the result obtained under this Agreement; the manner and means of conducting the work are under the sole control of Contractor. Contractor agrees, however, to comply with all Pennsylvania and federal laws and regulations, which apply to the District or to the Services to be performed by Contractor.
- 10. This Agreement shall not be transferred or assigned without the express written permission of the District. Further, the Services to be performed by Contractor are to be performed solely by Contractor and may not be sub-contracted or delegated to any other individual or company.
- 11. The District shall have the right to act on all matters not specifically provided for herein.
- Contractor represents and warrants to the District that it is solvent financially, is experienced and competent to provide the Services, and that its officer are familiar with all federal, state or regulatory laws, ordinances and regulations which in any manner whatsoever, may affect its services.
- 13. This Agreement shall be binding upon the District and Contractor, and their successors and assigns.

14. Contractor, for the compensation specified here harmless against the payment of all taxes, contributions, state, or local laws arising out of the performance of the w	ein, hereby agrees to pay and shall hold the District or premiums which may be payable under federal, ork to be performed by the Contractor hereunder.
IN WITNESS WHEREOF, the District and Contractor have day and year written on the first page hereof.	e executed and delivered this Agreement as of the
Signature New Hope Solebury School District	Date
Name	Title
INTERQUEST Detection Canines of Eastern Pennsylv Canines, INC., a Pennsylvania Corporation.	vania is a registered trade name of SK Detection
Signature	Date
Name	Title

AN EQUAL OPPORTUNITY EMPLOYER