

Agenda – Committee of the Whole
Penn Manor School District
Tuesday, February 20, 2018
Manor Middle School – Board Room

WORKSHOP

5:30

Budget

EXECUTIVE SESSION

6:30

Personnel (Item 4B Leaves and Item 4C Resignation)
Special Education Legal
Student Matter

COMMITTEE OF THE WHOLE

(7:00)

CALL TO ORDER:

NEXT MEETING:

The next scheduled meeting of the Penn Manor School Board will be held on Monday, March 5, 2018 at 7:00 p.m. in the Board Room of the Manor Middle School.

FLAG SALUTE:

Eshleman Elementary School

ROLL CALL:

ANNOUNCEMENT:

An Executive Session was held prior to the Committee of the Whole meeting for the purpose of discussing Personnel, Special Education Legal, and Student Matter as detailed above.

APPROVAL OF MINUTES:

February 5, 2018
<http://www.pennmanor.net/boardminutes/>

STUDENT REPORT:

Elise Borys and Cole Heckaman

CITIZEN'S COMMENTS:

Name and Address

BOARD DEVELOPMENT OPPORTUNITIES AND REPORTS:

INTRODUCTION OF NEW TEACHER – Dr. Egan

Item 1.
(7:15 – 7:45)

Update on High School Renovation – Mr. Larry Levato

Explanation: Mr. Levato will present the School Board with an update on the design & development phase of the high school project.

Information Only

Item 2.
(7:45 – 8:00)

Legislative Update on SB2 - Mr. Long and Dr. Frerichs

Explanation: Mr. Long and Dr. Frerichs will discuss a board resolution related to Senate Bill 2.

Approval for Placement on the March 5, 2018 Voting Meeting Agenda

Item 3.
(8:00 – 8:15)

Draft Calendar for 2018-2019 – Dr. Leichliter (see page 3)

Explanation: Dr. Leichliter will review the proposed calendar options for 2018-2019.

Approval for Placement on the March 5, 2018 Voting Meeting Agenda

Item 4.
(8:15 – 8:30)

Internet Service Update – Mr. Reisinger

Explanation: Mr. Reisinger will provide an update on Internet services, Erate, the IU13 network consortium, and future fiber projects.

Approval for Placement on the February 20, 2018 Voting Meeting Agenda

ADJOURNMENT

SCHEDULING AN APPEARANCE ON THE AGENDA

Any individual or group wishing to address the Board of School Directors may do so at each meeting during the agenda item titled Citizen's Comments. At this time the President will ask if any district resident or taxpayer wishes to address the Board of School Directors. If so, the following procedures shall be followed:

- The resident or taxpayer wishing to speak will be recognized by the chair and then state his/her name and address.
- The speaker may choose to speak at that time or request a delay until specific agenda item is before the Board of School Directors for consideration.
- Comments shall be limited to no more than five minutes.
- The chair may limit repetitive comments.
- The right to comment is for the purpose of addressing the Board of School Directors, not for asking questions of the directors or persons employed by the Penn Manor School District.
- Vulgar, abusive, obscene, profane language, defamatory remarks will not be permitted.

Agenda – School Board Meeting
Penn Manor School District
Tuesday, February 20, 2018
Manor Middle School – Board Room
At Conclusion of the Committee of the Whole

CALL TO ORDER: Mr. Long

MOMENT OF SILENCE:

NEXT MEETING: The next scheduled meeting of the Penn Manor School Board will be held on Monday, March 5, 2018 following the Committee of the Whole meeting in the Board Room of the Manor Middle School.

ROLL CALL:

ANNOUNCEMENT: An Executive Session was held prior to the Committee of the Whole meeting for the purpose of discussing Personnel, Special Education Legal, and Student Matter as detailed on the Committee of the Whole agenda.

CITIZEN’S COMMENTS:

APPROVAL OF MINUTES: February 5, 2018
<http://www.pennmanor.net/board/minutes/>

SUPERINTENDENT’S REPORT:

TREASURER’S REPORT: January 2018

PAYMENT OF BILLS: January 2018
<http://www.pennmanor.net/blog/category/tr/>

General Fund	\$	4,807,835.36
Food Service Fund	\$	113,051.36
PMSD Capital Reserve Fund	\$	115,663.76

PSDLA Capital Reserve	\$	3,574.71
Student Activity Fund	\$	25,279.20

Item 1. Review of School Board Meeting Agenda

Item 2. Consent Agenda for the Committee of the Whole Meeting – The committee is recommending approval of the following: (ROLL CALL)

- A. Internet Services Agreement with Cogent to provide Internet service as per the enclosed agreement at a cost of \$2,500 per month for 36 months.

Explanation: Cogent will provide 2Gbs dedicated Internet service to the Manor/Hambright school campus from July 1, 2018 to June 30, 2021. E-rate will discount this service at approximately 60%/month.

- B. Internet Services Agreement with KINBER to provide Internet service as per the enclosed agreement for 36 months.

Explanation: KINBER will provide 5Gbs dedicated Internet service bustable to 10Gbs to Penn Manor High School and other district school buildings from July 1, 2018 to June 30, 2021. E-rate will discount this service at approximately 60%/month.

Item 3. Consent Agenda for Administrative Actions – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Special Education Agreement with family

- B. Conestoga Elementary School Renovation Project – PlanCon Part G (Project Accounting Based on Bids) to the Pennsylvania Department of Education for the Conestoga Elementary School renovation project (project number 3847) as per the attached (see pages 4-13).

Explanation: A project's eligibility for reimbursement is ultimately determined at PlanCon Part G. The original forms were submitted to PDE in February 2017. The actual project reimbursement will be determined at the approval of PlanCon J.

- C. Intercom Upgrade - Martic Elementary School by Sage Technology Solutions per the attached proposal. (page 14-22)

Explanation: The current intercom system has failed and requires a replacement. The system will be upgraded to the same system that has been installed at Hambright, Pequea and Conestoga Elementary Schools. To be paid from the Capital Reserve Fund.

Item 4. Consent Agenda for Personnel – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Employment and Change in Status of the individuals listed per the effective date for the 2017-2018 school year (see pages 23-24)
- B. Leave to the individuals according to the terms listed:
 Professional Employees:
 Employee G40 - Family Medical - March 23, 2018 – end of 2017-2018 school year
 Employee G41 - Family Medical - February 13, 2018 – March 23, 2018
- C. Resignation of the individuals listed per the effective date:
 Sandy Armstrong, Food Service, High School, effective 2/16/18
- D. Spring 2018 Athletic Coaches as listed (see page 25)
- E. Stipend for Services – Dr. Scott Keddle, administrative professional, a payment of an administrative stipend of \$50 per diem for serving as substitute principal at Marticville Middle School on an intermittent basis effective February 13, 2017.
- F. Mentor for the remainder of 2017-2018 as listed:
 Julie Yost for Theresa Ferry – Learning Support/Life Skills - \$421.00

ADJOURNMENT

SCHEDULING AN APPEARANCE ON THE AGENDA

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February 6, 2018

Ms. Cindy Rhoades
Board Secretary
Penn Manor School District
PO Box 1001
Millersville, PA 17551

RE: PLANCON PART G: PROJECT ACCOUNTING BASED ON BIDS

PROJECT NO.: 3847
PROJECT BUILDING NAME: Conestoga Elementary School
TYPE WORK: Additions/Alterations
COUNTY: Lancaster
BOARD ACTION: February 6, 2017
REIMBURSEMENT BASIS: Maximum Reimbursable Formula Amount

Dear Ms. Rhoades:

The materials for PlanCon Part G, "Project Accounting Based on Bids," have been reviewed and approved. This approval is based on a limited review of the documents submitted. If information reviewed subsequent to this approval violates law, policy or procedure, the department reserves the right to rescind any and all approvals materially affected.

Please note the corrections to Page(s) G02, G03, G04 (a), G09, G10, G12, G13, and G16.

PlanCon Part H, "Project Financing," has not been received for this project. This project will not receive state reimbursement until PlanCon Part H is approved.

Act 34 of 1973 requires a second public hearing if the Maximum Building Construction Cost established at the time of the final bids, Page G13, Line C, equals or exceeds by eight percent the amount approved by the Department of Education based on estimates, Page G13, Line B. If change orders, supplemental contracts, or costs for movable fixtures and equipment in excess of the amount reported on Page G02, Line C1, cause this limit to be exceeded, a second public hearing must be held. For this project, the Act 34 Maximum Building Construction Cost, as reported on Page G13, Line C, is \$2,513,651. The Act 34 Maximum Building Construction Cost based on estimates plus eight percent, as reported on Page G13, Line B, is \$2,943,059.

If, at any time during construction, the Maximum Building Construction Cost, as reported on Page G13, Line C, exceeds the Aggregate Building Expenditure Standard, Page G16, line E, this project will require a referendum. For this project, the Act 34 Maximum Building Construction Cost is \$2,513,651. The Aggregate Building Expenditure Standard for this project is \$3,396,192.

Ms. Rhoades
Page 2
February 6, 2018

This project is being reimbursed based on the maximum reimbursable formula amount. Therefore, when completing PlanCon Part J, "Project Accounting Based on Final Costs," it will not be necessary to submit Pages J07 through J12.

PlanCon Part J, "Project Accounting Based on Final Costs," must be submitted to the department within three years of the date bids were opened for this project, unless an extension is requested and approved by this office.

This document should be entered into the minutes of the next board meeting. If you have any questions, please contact Joanne Van Tassel at 717.787.5993.

Sincerely,



Danielle Mariano, Director
Bureau of Budget and Fiscal Management

DM/pgs

Attachments

cc: Crabtree Rohrbaugh & Associates
Project File -3847
Log

PROJECT ACCOUNTING BASED ON BIDS (1 of 2)

District/CTC:		Project Name:	Project #:
Penn Manor School District		Conestoga Elementary Sch	3947
ROUND FIGURES TO NEAREST DOLLAR			
PROJECT COSTS	NEW	EXISTING	TOTAL
A. STRUCTURE COSTS (include site development)			
1. General (Report costs for sanitary sewage disposal on Line E-1.)	1,636,758 ✓	4,257,963 4,303,242	5,894,721 5,940,000
2. Heating and Ventilating	536,700 ✓	1,489,300 ✓	2,026,000 ✓
3. Plumbing (Report costs for sanitary sewage disposal on Line E-1.)	180,840 ✓	513,160 ✓	694,000 ✓
4. Electrical	160,000 ✓	1,014,000 ✓	1,174,000 ✓
5. Asbestos Abatement (G04, line C-3) (include AHERA clearance air monitoring)	X X X X X		
6. Building Purchase Amount	X X X X X		
7. Other * (Exclude test borings and site survey) (Use PlanCon-G-Add't Costs page if necessary.)			
a. Technology	60,952 ✓	235,965 ✓	296,917 ✓
b.			
c.			
d.			
e. PlanCon-G-Add't Costs, Total		7,510,388	10,085,638
A-1 to A-7 - Subtotal	2,575,250	7,555,667	10,130,917
8. Construction Insurance			
a. Owner Controlled Insurance Program on Structure Costs (Exclude asbestos abatement, building purchase and other structure costs not covered by the program)	3,270	9,537	12,807
b. Builder's Risk Insurance (if not included in primes)	2,488	6,456	8,944
c. Construction Insurance - Total	2,488	6,456	8,944
9. TOTAL-Structure Costs (A-1 to A-7-Subtotal plus A-8-c)	2,577,438	7,562,423	10,139,861
B. ARCHITECT'S FEE (exclude fee for demolition of entire existing bldg)	2,578,520	7,519,925	10,098,445
1. Architect's/Engineer's Fee on Structure	260,172	497,046	757,218
2. EPA-Certified Project Designer's Fee on Asbestos Abatement	X X X X X X X X X X		
3. TOTAL - Architect's Fee	260,172 ✓	497,046 ✓	757,218 ✓
C. MOVABLE FIXTURES AND EQUIPMENT			
1. Movable Fixtures and Equipment	127,472	146,000	273,472
2. Architect's Fee	NO FEE	NO FEE	NO FEE
3. TOTAL - Movable Fixtures & Equipment	127,472	146,000	273,472
D. STRUCTURE COSTS, ARCHITECT'S FEE, MOVABLE FIXTURES & EQUIPMENT - TOTAL (A-9 plus B-3 plus C-3)	2,965,062 2,966,164	8,205,460 8,168,971	11,170,521 11,129,135
E. SITE COSTS			
1. Sanitary Sewage Disposal	GL	45,279 ✓	45,279
2. Sanitary Sewage Disposal Tap-In Fee and/or Reserve Capacity Charges	—	—	—
3. Owner Controlled Insurance Program/Builder's Risk Insurance on Sanitary Sewage Disposal	—	57	57
4. Architect's/Engineer's Fee for Sanitary Sewage Disposal	—	No-fee	No-fee
5. Site Acquisition Costs		X X X X X	
a. Gross Amount Due from Settlement Statement or Estimated Just Compensation		X X X X X	
b. Real Estate Appraisal Fees		X X X X X	
c. Other Related Site Acquisition Costs		X X X X X	
d. Site Acquisition Costs - Total		X X X X X	
6. TOTAL - Site Costs		45,279	45,279
F. STRUCTURE COSTS, ARCHITECT'S FEE, MOVABLE FIXTURES & EQUIPMENT, AND SITE COSTS - TOTAL (D plus E-6)	2,965,062 2,966,164	8,250,448 8,208,307	11,215,530 11,174,471 ✓

* Type "No Fee" beside each item for which no design fee is charged.

**Type "E" if any costs represent estimates.

REVISED JULY 1, 2010

FORM EXPIRES 6-30-12

PLANCON-G02

PROJECT ACCOUNTING BASED ON BIDS (2 of 2)				
District/CTC: Penn Manor School District		Project Name: Conestoga Elementary School		Project #: 3847
ROUND FIGURES TO NEAREST DOLLAR				
PROJECT COSTS (CONT.)				TOTAL
G. ADDITIONAL CONSTRUCTION-RELATED COSTS				
1. Project Supervision (inc. Asbestos Abatement Project Supervisor AND ADMINISTRATIVE COSTS)				
2. Construction Manager Fee and Related Costs				
3. Total Demolition of Entire Existing Structures and Related Asbestos Removal to Prepare Project Site for Construction of New School Building and Related AHERA Clearance Air Monitoring and EPA-Certified Project Designer's Fee on Asbestos Abatement (Include costs for architect's/engineer's fee and OCIP; exclude costs for partial demolition.)				
4. Architectural Printing				15,934
5. Test Borings				17,180
6. Site Surveys				12,900
7. Other (Attach PlanCon-G-Add't Costs page if needed.)				
a. _____				
b. PlanCon-G-Add't Costs, Total				74,244
8. Contingency				341,059
9. TOTAL - Additional Construction-Related Costs				461,317
H. FINANCING COSTS FOR THIS PROJECT ONLY (EXCLUDE ACCRUED INTEREST)	BOND ISSUE/NOTE SERIES OF 2016	BOND ISSUE/NOTE SERIES OF _____	BOND ISSUE/NOTE SERIES OF _____	X X X X X X X X X X X X
1. Underwriter Fees				
2. Legal Fees	19,287			19,287
3. Financial Advisor	53,000			53,000
4. Bond Insurance				
5. Paying Agent/Trustee Fees and Expenses				
6. Capitalized Interest				
7. Printing				
8. CUSIP & Rating Fees				
9. Other				
a. Bank Fee	100,000			100,000
b. Sinking Fund	6,713			6,713
10. TOTAL-Financing Costs	179,000			179,000
I. TOTAL PROJECT COSTS (F plus G-9 plus H-10)				11,814,788
REVENUE SOURCES (EXCLUDE ACCRUED INTEREST)	BOND ISSUE/NOTE SERIES OF 2016	BOND ISSUE/NOTE SERIES OF CASH	BOND ISSUE/NOTE SERIES OF _____	TOTAL
J. AMOUNT FINANCED FOR THIS PROJECT ONLY	10,000,000	1,800,000		11,800,000
K. ORIGINAL ISSUE DISCOUNT/ PREMIUM FOR THIS PROJECT ONLY				
L. INTEREST EARNINGS FOR THIS PROJECT ONLY	14,788			14,788 ✓
M. BUILDING INSURANCE RECEIVED				
N. PROCEEDS FROM SALE OF BUILDING OR LAND				
O. LOCAL FUNDS - CASH (SEE INSTRUCTIONS)				4,800,000
P. OTHER FUNDS (PROVIDE DESCRIPTION ON SEPARATE SHEET)				
Q. TOTAL REVENUE SOURCES				11,814,788

DETAILED COSTS (1 of 2)			
District/CTC:	Project Name:		Project #:
Penn Manor School District	Conestoga Elementary School		3847
	NEW	EXISTING	TOTAL
A. SITE DEVELOPMENT COSTS (Exclude Sanitary Sewage Disposal)			
1. General (Include Rough Grading to Receive Building)	129,000	500,441	629,441
2. Heating and Ventilating	291,000		291,000
3. Plumbing			
4. Electrical		65,000	65,000
5. Other:			
6. Other:			
7. A-1 thru A-6 Subtotal	420,000 ✓	565,441 ✓	985,441
8. Construction Insurance			
a. Owner Controlled Insurance Program on Site Development Costs		718	1,251
b. Builder's Risk Insurance (if not included in primes)	533	42,864	42,864
c. Construction Insurance - Total	533	42,864	42,864
9. Site Development Costs - Total	420,000	578,305	998,305
B. ARCHITECT'S FEE ON SITE DEVELOPMENT			
	31,980	44,170	76,150
			EXISTING
C. ASBESTOS ABATEMENT	420,533	566,159	986,692
1. Asbestos Abatement			
2. AHERA Clearance Air Monitoring			
3. Asbestos Abatement - Total			
D. EPA-CERTIFIED PROJECT DESIGNER'S FEE ON ASBESTOS ABATEMENT			
E. ROOF REPLACEMENT/REPAIR			
1. Roof Replacement Repair			600,000 ✓
2. Owner Controlled Insurance Program on Roof Replacement/Repair			
3. Builder's Risk Insurance (if not included in primes)			762
4. Roof Replacement/Repair - Total		600,762	600,000
F. ARCHITECT'S FEE ON ROOF REPLACEMENT/REPAIR			
			36,000 ✓

20% RULE FOR ALTERATION COSTS FOR NON-VOCATIONAL PROJECTS

District/PTC:	Project Name:	PDC Project #:
Penn Manor School District	Conestoga Elementary School	3847

A. Alteration Costs Based on Bids	\$ <u>8,250,448</u> (G02, Line E-EXIST)
B-1. Building Purchase	\$ <u>8,208,307</u>
2. Movable Fixtures & Equipment and Architect's Fee	\$ <u>146,000</u> ✓ (G02, Line C-3-EXIST)
3. Site Development	\$ <u>578,305</u> <u>546,159</u> (G04(a), Line A-9-EXIST)
4. Architect's Fee on Site Development	\$ <u>44,170</u> ✓ (G04(a), Line E-EXIST)
5. Asbestos Abatement	\$ _____ (G04(a), Line C-3-EXIST)
6. EPA-Certified Project Designer's Fee on Asbestos Abatement	\$ _____ (G04(a), Line D-EXIST)
7. Roof Replacement	\$ <u>600,000</u> <u>600,762</u> ✓ (G04(a), Line E-4-EXIST)
8. Architect's Fee on Roof Replacement	\$ <u>36,000</u> ✓ (G04(b), Line F-EXIST)
9. Estimated Technology Contract(s)	\$ _____ (G04(b), Line I-EXIST)
10. Estimated Architect's Fee on Estimated Technology Contract(s)	\$ _____ (G04(b), Line J-EXIST)
11. Adjustment (B-1 plus B-2 through B-10)	\$ <u>1,393,091</u> <u>4,404,475</u>
C. Adjusted Alteration Costs (line A minus line B-11)	\$ <u>6,857,357</u> <u>6,815,216</u>
D-1. Adjusted FTE	196 ✓ (PT2, ADJ ELEM-EXIST)
2. Recommended Square Feet per student	92 123
3. Recommended Architectural Area (D-1 times D-2)	18,032 0 + <u>37,146</u> = <u>55,178</u> sq. ft.
E. Median Construction Costs Per Square Foot	\$174
F. Replacement Costs (D-3 times E)	\$ <u>9,600,972</u> <u>3,137,568</u>
G. 20% Rule (F times .20)	\$ <u>4,820,184</u> <u>627,514</u>

If the Adjusted Alteration Costs (line C) are less than line G, provide information justifying a variance from this Departmental requirement. The justification must include an explanation as to why this is the best option for the district. Please note that based on the provisions of Basic Education Circular (BEC) 24 P.S. § 7-733, "School Construction Reimbursement Criteria," if the Adjusted Alteration Costs for this project fall below 20% of the replacement value at the time this project is bid, the alteration work will be non-reimbursable, and the project building will not be eligible for reimbursement for alterations for the next 20 years unless a request for a variance is approved by the Department. If a variance was requested at Part A or Part D, provide an updated justification.

PROJECT FINANCING																							
District/CTC: <u>Penn Manor</u>	Project Name: <u>Conestoga Elementary</u>	PDE Project #: <u>3847</u>																					
PDE USE ONLY AUN: <u>113365203</u>																							
Project Grades: <u>K-5</u>		Building Type: <u>Elem.</u> Type Work: <u>Add/Alt.</u>																					
TO BE INPUT BY SD/CTC																							
Total Project Costs - Bid (G03, line I)		\$ <u>11,814,788</u>																					
Architectural Area for the Total Building		<u>59,075</u> sq. ft.																					
Actual Bid Opening Date (M/D/YY):		<u>3.30.16</u>																					
Actual Bid Award Date (M/D/YY):		<u>6.2.16</u>																					
Expected Date General Construction Contract to be Executed (M/D/YY):		<u>6.15.16</u>																					
Expected Project Completion Date (M/YY):		<u>7/17</u>																					
Act 34 of 1973 Applies to this Project:		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>																					
PERMANENT FINANCING ONLY																							
LEASE #: <u>XA3847</u> PDE USE ONLY	Financing Method #1 <u>GO Note</u> Year Issued: <u>2016</u> Total Issue/Note: \$ <u>10,000,000</u> Orig Issue Discount/Premium: \$ _____ Other PlanCon Projects Financed By This Issue/Note: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">FY 2010-2011 Annual Rental or Debt Service:</td> <td style="width: 10%;">\$</td> <td style="width: 60%;"><u>279,500</u></td> </tr> <tr> <td>FY 2011-2012 Annual Rental or Debt Service:</td> <td>\$</td> <td><u>274,730</u></td> </tr> <tr> <td>FY 2012-2013 Annual Rental or Debt Service:</td> <td>\$</td> <td><u>274,595</u></td> </tr> <tr> <td>FY 2013-2014 Annual Rental or Debt Service:</td> <td>\$</td> <td><u>274,460</u></td> </tr> <tr> <td>FY 2014-2015 Annual Rental or Debt Service:</td> <td>\$</td> <td>_____</td> </tr> <tr> <td>FY 2015-2016 Annual Rental or Debt Service:</td> <td>\$</td> <td>_____</td> </tr> <tr> <td>FY 2016-2017 Annual Rental or Debt Service:</td> <td>\$</td> <td><u>169,752</u></td> </tr> </table>		FY 2010-2011 Annual Rental or Debt Service:	\$	<u>279,500</u>	FY 2011-2012 Annual Rental or Debt Service:	\$	<u>274,730</u>	FY 2012-2013 Annual Rental or Debt Service:	\$	<u>274,595</u>	FY 2013-2014 Annual Rental or Debt Service:	\$	<u>274,460</u>	FY 2014-2015 Annual Rental or Debt Service:	\$	_____	FY 2015-2016 Annual Rental or Debt Service:	\$	_____	FY 2016-2017 Annual Rental or Debt Service:	\$	<u>169,752</u>
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LEASE #: _____ PDE USE ONLY	Financing Method #3: _____ Year Issued: _____ Total Issue/Note: \$ _____ Orig Issue Discount/Premium: \$ _____ Other PlanCon Projects Financed By This Issue/Note: <table style="width: 100%; border-collapse: collapse;"> <tr><td>FY 2010-2011 Annual Rental or Debt Service:</td><td>\$</td><td>_____</td></tr> <tr><td>FY 2011-2012 Annual Rental or Debt Service:</td><td>\$</td><td>_____</td></tr> <tr><td>FY 2012-2013 Annual Rental or Debt Service:</td><td>\$</td><td>_____</td></tr> <tr><td>FY 2013-2014 Annual Rental or Debt Service:</td><td>\$</td><td>_____</td></tr> <tr><td>FY 2014-2015 Annual Rental or Debt Service:</td><td>\$</td><td>_____</td></tr> <tr><td>FY 2015-2016 Annual Rental or Debt Service:</td><td>\$</td><td>_____</td></tr> <tr><td>FY 2016-2017 Annual Rental or Debt Service:</td><td>\$</td><td>_____</td></tr> </table>		FY 2010-2011 Annual Rental or Debt Service:	\$	_____	FY 2011-2012 Annual Rental or Debt Service:	\$	_____	FY 2012-2013 Annual Rental or Debt Service:	\$	_____	FY 2013-2014 Annual Rental or Debt Service:	\$	_____	FY 2014-2015 Annual Rental or Debt Service:	\$	_____	FY 2015-2016 Annual Rental or Debt Service:	\$	_____	FY 2016-2017 Annual Rental or Debt Service:	\$	_____
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FY 2016-2017 Annual Rental or Debt Service:	\$	_____																					

**ACT 34 OF 1973: MAXIMUM BUILDING CONSTRUCTION COST
FOR NEW BUILDING OR SUBSTANTIAL ADDITION ONLY**

District/CTC: Penn Manor School District	Project Name: Conestoga Elementary School	Project #: 3847
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Act 34 applies only to costs for new construction. The legal requirements do not address the costs for alterations to existing structures. For this reason, costs associated with the existing structure and other related costs should not be included in the following calculations.

A. STRUCTURE COST, ARCHITECT'S FEE, MOVABLE FIXTURES AND EQUIPMENT (G02, line D-NEW)	\$	2,965,082 <u>2,966,164</u>
B. EXCLUDABLE COSTS FOR NEW CONSTRUCTION		
1. Site Development Costs (G04, line A-9-NEW)	\$	420,000 <u>420,533</u>
2. Architect's Fees on the above excludable costs (G04, line B-NEW)	\$	<u>31,980</u> ✓
3. Vocational Projects Only - Movable Fixtures & Equipment (G02, line C-3-NEW)	\$	<u> </u>
4. Total Excludable Costs (B-1 plus B-2 and B-3)	\$	451,980 <u>452,513</u>
C. ACT 34 MAXIMUM BUILDING CONSTRUCTION COST (A minus B-4)	\$	2,513,102 <u>2,513,651</u>

IF THE ACT 34 MAXIMUM BUILDING CONSTRUCTION COST (line C) EXCEEDS THE
AGGREGATE BUILDING EXPENDITURE STANDARD (G16, line E) THIS PROJECT REQUIRES
A REFERENDUM.

REFERENDUM (if applicable)

Date Advertised _____

Date Held _____

ACT 34 OF 1973: REQUIREMENT FOR SECOND PUBLIC HEARING										
District/CTC: Penn Manor School District	Project Name: Conestoga Elementary School	Project #1: 3847								
<p style="text-align: center; margin-top: 20px;">Act 34 Maximum Building Construction Cost</p> <table style="width: 100%; margin-top: 20px;"> <tr> <td style="width: 60%;">A. Part D Based on Estimates (D20, line C)</td> <td style="width: 40%; text-align: right;">\$ 2,725,055 ✓</td> </tr> <tr> <td>B. Part D Based on Estimates times 1.08</td> <td style="text-align: right;">\$ 2,943,059 ✓</td> </tr> <tr> <td>C. Part G Based on Bids (G12, line C)</td> <td style="text-align: right;">\$ 2,513,402 ✓ 651</td> </tr> <tr> <td>D. Difference (C minus B)</td> <td style="text-align: right;">\$ -429,957 408</td> </tr> </table> <p style="margin-top: 20px;">IF THE MAXIMUM BUILDING CONSTRUCTION COST BASED ON BIDS (LINE C) IS EQUAL TO OR GREATER THAN THE MAXIMUM BUILDING CONSTRUCTION COST BASED ON ESTIMATES PLUS EIGHT PERCENT (LINE B), A SECOND PUBLIC HEARING IS REQUIRED <u>BEFORE</u> ENTERING INTO CONTRACTS AND STARTING CONSTRUCTION ON THE PLANNED WORK.</p> <p>IF THE MAXIMUM BUILDING CONSTRUCTION COST BASED ON BIDS (LINE C) IS LESS THAN THE MAXIMUM BUILDING CONSTRUCTION COST BASED ON ESTIMATES PLUS EIGHT PERCENT (LINE B), THEN THE DISTRICT/AVTS MUST MONITOR THIS DURING CONSTRUCTION. A SECOND ACT 34 HEARING MUST BE HELD <u>BEFORE</u> THE ISSUANCE OF ANY CHANGE ORDER OR SUPPLEMENTAL CONTRACT THAT WOULD RESULT IN THE MAXIMUM BUILDING CONSTRUCTION COST EXCEEDING LINE B.</p> <p>CHANGE ORDERS AND SUPPLEMENTAL CONTRACTS <u>TOTALING LESS THAN LINE D</u> MAY BE ISSUED WITHOUT A SECOND ACT 34 HEARING BEING REQUIRED.</p>			A. Part D Based on Estimates (D20, line C)	\$ 2,725,055 ✓	B. Part D Based on Estimates times 1.08	\$ 2,943,059 ✓	C. Part G Based on Bids (G12, line C)	\$ 2,513,402 ✓ 651	D. Difference (C minus B)	\$ -429,957 408
A. Part D Based on Estimates (D20, line C)	\$ 2,725,055 ✓									
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C. Part G Based on Bids (G12, line C)	\$ 2,513,402 ✓ 651									
D. Difference (C minus B)	\$ -429,957 408									
<p>SECOND HEARING (if applicable)</p> <p style="margin-top: 20px;">Date Advertised _____</p> <p style="margin-top: 20px;">Date Hearing Conducted _____</p>										

ACT 34 OF 1973: AGGREGATE BUILDING EXPENDITURE STANDARD

District/CTC: Penn Manor School District	Project Name: Conestoga Elementary School	Project #: 3847
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A. GRADES K-6

1. Act 34 Elementary Capacity (G14, line G)	204	
2. 2010-2011 Per Pupil Cost Limit 3,30.16	\$94,740	
3. Building Expenditure Standard for Grades K-6 (A-1 times A-2)	16,648	\$ 3,396,192 3,006,960

B. GRADES 7-9

1. Grades 7-9 Capacity		
a. Act 34 Secondary Capacity (G15, line R)		
b. Proration Fraction (building housing		
grades 7 -9 - 1.00; grades 7-12 - .50;		
grades 8-12 - 0.40; grades 9-12 - .25;		
grades 10-12 - 0.00)	(ROUND TO 2 DEC PL)	
c. Grades 7-9 Capacity (1-a times 1-b;		
rounded to nearest whole number)		
2. 2010-2011 Per Pupil Cost Limit	\$22,109	
3. Building Expenditure Standard for Grades 7-9 (B-1-c times B-2)		\$ _____

C. GRADES 10-12 / DAO

1. Grades 10-12 Capacity		
a. Act 34 Secondary Capacity (G15, line R)		
b. Proration Fraction (building housing		
grades 7 -9 - 0.00; grades 7-12 - .50;		
grades 8-12 - 0.60; grades 9-12 - .75;		
grades 10-12 - 1.00)	(ROUND TO 2 DEC PL)	
c. Grades 10-12 Capacity (1-a times 1-b;		
rounded to nearest whole number)		
d. Act 34 District Administration Office		
Capacity (G14, line I)		
e. Grades 10-12 / DAO Capacity (1-c plus 1-d)		
2. 2010-2011 Per Pupil Cost Limit	\$27,374	
3. Building Expenditure Standard for Grades 10-12 / DAO (C-1-e times C-2)		\$ _____

D. VOCATIONAL

1. Act 34 Vocational Capacity (G14, line L)		
2. 2010-2011 Per Pupil Cost Limit	\$27,374	
3. Building Expenditure Standard for Vocational (D-1 times D-2)		\$ _____

E. AGGREGATE BUILDING EXPENDITURE STANDARD
(A-3 plus B-3 plus C-3 plus D-3)

\$ **3,396,192**
~~3,006,960~~

F. ACT 34 MAXIMUM BUILDING CONSTRUCTION COST (G12, line C)

\$ **2,513,402**
~~651~~

IF THE ACT 34 MAXIMUM BUILDING CONSTRUCTION COST (Line F) EXCEEDS THE AGGREGATE BUILDING EXPENDITURE STANDARD (Line E), THIS PROJECT REQUIRES A REFERENDUM. AN ACT 34 REFERENDUM MUST BE HELD BEFORE THE ISSUANCE OF ANY CHANGE ORDER OR SUPPLEMENTAL CONTRACT THAT WOULD RESULT IN THE MAXIMUM BUILDING CONSTRUCTION COST EXCEEDING LINE E.

Penn Manor School District

Martic Elementary School -
Intercom Upgrades
JCM-3160IC

Attn: Chip Mathias



Wednesday, February 14, 2018

Proposal submitted by Charlie Mowrer

Chip Mathias
Director of Buildings and Grounds
Penn Manor School District
2950 Charlestown Road
Lancaster, PA 17603

Dear Chip:

Thank you for considering Sage Technology Solutions, Inc. as a technology partner and communications system integrator for Martic Elementary School.

Sage proposes to unite products from manufacturers with the most reputable, proven, and widely installed offerings. The depth of our knowledge and experience with these and other communications technologies is unmatched in Central Pennsylvania. We will provide you with a single, local source responsible for implementation, training, support, service and maintenance of this integrated system and will provide user interfaces that are fast and simple to use.

This proposal utilizes the COSTARS Theater 034-014 contract pricing.

Thank you for the opportunity to submit this proposal and for your time in reviewing it. We believe our proposal is in accordance with your outlined requirements and hope it meets with your approval. Should you have any questions regarding this information or to obtain reference account contact information please do not hesitate to contact me.

Sincerely,


J. Charles Mowrer IV, CTS
SAGE TECHNOLOGY SOLUTIONS, INC.

1040 West Main Street – Mount Joy, PA 17552
phone: 717.653.6641
fax: 717.653.6651
web: www.sagetechs.com


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1. Project Scope	Page 4
2. Equipment Components	Page 5
3. Warranty, Service, Technical Support & Training	Page 6
4. Terms & Conditions	Page 7
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1. PROJECT SCOPE

Sage proposes installation, testing and final adjustment of a Rauland Telecenter ICS communications system that will replace the existing Dukane paging system.

Rauland is the nation's leader in microprocessor-based school intercom and paging systems. No one else knows the educational environment as well as we do or can deliver a complete solution for your school or district.

The Rauland system will provide two way communications to classrooms as well as class change signaling, building-wide paging and provide emergency management tools. The system is also equipped with an audio input module and Administrative Console to simplify distribution of announcements or music, to all internal building speakers.

The intercommunications system will serve as a dedicated lifeline to the office for all the staff in the building. This system will provide two-way communication and paging and enhance the ability for administration and staff to communicate with each other from any phone in the building. This system will extend the paging functionality of your phone system and provide additional features, such as building-wide paging (inside and out), time signals and customizable zones. It will also be configured for students to easily contribute to morning announcements and it will allow the addition of pre-recorded content as needed to your presentation.

Sage proposes to furnish and install a Rauland ICS system. Rauland is the nation's leader in microprocessor-based school intercom and paging systems. This equipment will allow for individual two-way intercom into all classrooms and staff areas. Zone Paging will also be available to page specific sections of the building (outdoors, hallways, the multipurpose room or groups of areas) for announcements or emergency paging. The system controller may be used for class-change signals. Class change signals may be programmed via a calendar style browser based interface from any networked computer. The telephone system will be cross-connected to provide extended intercom control and paging access. This system is equipped with an existing a CD/MP3 changer and a console microphone with simple toggle-switch selection for distributing announcements or music to all internal building speakers and will be installed in an equipment rack in the main office at the existing location.

Benefits of the intercom system include:

- Each classroom can be individually addressed
- The ability to handle up to eight building zones' independent bell schedules without additional cabling
- Customizable zone paging (with correct dial sequence) from any phone in the building
- Speakers and clocks will be provided and installed in quantity and location as shown on the contract drawings
- Contact for Security system panic alarms

This proposal also assumes that every classroom has existing home run cabling to the existing intercom system. If the equipment and wiring is not labeled or is found not to be in good working order and/or needs to be traced or repaired or reprogrammed, this work will be at additional cost. Sage will relocate the existing intercom rack location from the existing office work area to the new office area.

2. EQUIPMENT COMPONENTS

Included Equipment:

- (1) Rauland ICS Control Headend with speaker amplifier
- (1) Rauland Origination equipment, console microphone and program mixer
- (1) Reuse existing Tascam CD200-BT CD player
- (1) Equipment rack with caster base
- (1) System Admin telephone
- (1) Interconnect to the building telephone system
- (As Required) Cables
- (As Required) Installation Labor

Martic ES Installed Price*: \$ 12,783.00

***Our price includes:**

- Equipment as quoted
- Delivery to job site
- Pricing at or below State Contract(s), specific ordering instructions
- Reasonable supervision, wiring diagrams, programming, final connections at control equipment only, system testing and adjustment

***Our price does not include:**

- Phone system SIP licenses
- Phone system programming configuration
- New speakers – existing speakers will be reused
- PA sales tax

3. WARRANTY, SERVICE, TECHNICAL SUPPORT & TRAINING

Our desire at Sage Technology Solutions is to build long-term relationships that testify to our commitment to service and support long after the initial installation. This support extends beyond equipment functionality and service to everyday usage. Our staff trainer will make sure that your personnel are comfortable with the features of their new system and that they will gain efficiency from their valuable new tool.

Sage will provide operation materials and related technical documentation for all major system components.

Sage will provide a one-year on-site parts and labor warranty to repair defects in material and workmanship. This warranty does not cover theft, misuse, abuse, Acts of God, etc.

4. TERMS AND CONDITIONS

For jobs involving labor, customer agrees to monthly progress payments as work is completed and materials are delivered as invoiced. If customer cannot accept delivery at job site, customer agrees to pay for materials received and stored by Sage. Sage Technology Solutions, Inc. requires a customer purchase order AND signed acceptance of this proposal before proceeding with the work.

All invoices are Net 30 with approved credit. Manufacturer's warranties on equipment and material are passed through to the Customer. Customer agrees that if payment is not made as specified in the conditions portion of this proposal, customer will pay interest at 1.5% per month plus collection costs and attorney fees, whether suit is filed or not, in order to collect any delinquent amount. If customer is tax exempt, customer must provide a properly executed Tax Exemption Certificate along with this acceptance.

SAGE standard job start-up is 30 days from receipt of purchase order or signed quotation/agreement unless specified otherwise in the proposal. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications involving additional costs will be executed only upon written orders and will become an additional charge over and above this proposal. All agreements contingent upon strikes, accidents or delays beyond control of Sage Technology Solutions, Inc. SAGE standard job startup is 30 days from receipt of purchase order or signed agreement unless specified otherwise in SAGE proposal. Material is FOB origin.

Customer shall be solely responsible for site readiness of the installation of products covered hereby including, without limitation, the obtaining of all permits, licenses or certificates required for installation or the use of such products.

5. NOTICE TO PROCEED

If additional information is desired, we will be happy to provide clarification. This proposal is valid for 90 days. If you wish to proceed with the work as outlined, please sign and date the acceptance of proposal and fax it back to me. Thank you for the opportunity to submit this proposal and for your time in reviewing it.

Sincerely,


J. Charles Mowrer IV, CTS
SAGE TECHNOLOGY SOLUTIONS, INC.

Direct: 717.653-3313

Fax: 717.653.6651

Email: cmowrer@sagetechs.com

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. Sage is authorized to do the work as specified. Payment will be made as outlined above.

Accepted:

<input type="checkbox"/>	COSTARS Price for the Martic Elementary School Intercom System	\$ 12,783.00
<input type="checkbox"/>	Upgrades	
<input type="checkbox"/>	- COSTARS Theater 034-014	

Signature

Title

Date

P.O. Number

1040 West Main Street – Mount Joy, PA 17552
phone: 717.653.6641
fax: 717.653.6651
web: www.sagetechs.com


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PENN MANOR SCHOOL DISTRICT

February 20, 2018 Board Agenda

New employee for the 2017-2018 school year:

Ferry, Theresa M. – elementary professional employee, full-time, permanent position, retroactive to February 12, 2018, B.S. Degree, [no experience], Step 1, \$46,585 [\$20,709.60 prorated 80 days].
Assignment: .5 Learning Support/.5 Life Skills/Grades K-1 Teacher/Pequea Elementary School

Miss Ferry graduated from Millersville University in May 2016 with a BS in Early Childhood and Special Education. Theresa worked as a long-term substitute in the Cocalico School District as a Learning Support teacher for grades 2 through 5 during the 2016-17 and 2017-18 school years. Theresa enjoys being active, doing crafts, singing, and spending time with her friends.

Support Staff Personnel Action Items

Board Action	Last Name	First Name	Position	Building	Hours per Day	Days per Year	Rate	Status	Total Overall Daily Hours	
2/20/18	* LANDIS	JAMES	FULL TIME CUSTODIAN	MANOR	8	260	\$ 12.25	Permanent	8	Effective 2/20/18
2/20/18	LOWE	LUCIANA	FULL TIME CUSTODIAN	HIGH SCHOOL	8	260	\$ 11.96	Permanent	8	Effective 2/13/18
2/20/18	STOUFFER	BRIAN	FULL TIME CUSTODIAN	HIGH SCHOOL	8	260	\$ 12.40	Permanent	8	Effective 2/13/18
2/20/18	FREY	JON	PART TIME CUSTODIAN	CENTRAL MANOR	4	180	\$ 11.44	Permanent	4	Effective 2/12/18
2/20/18	SELLERS	SHARI	FOOD SERVICE	HAMBRIGHT	5.5	180	\$ 9.58	Permanent	5.5	Effective 2/12/18
2/20/18	BURKHOLDER	JULIE	ENROLLMENT RELATED AIDE	PEQUEA	5	180	\$ 9.58	2017-18 school year only	5	Effective 2/12/18
2/20/18	NOLT	BRITTANY	HEALTH ROOM ASSISTANT	CONESTOGAMARTIC	6.5	180	\$ 19.00	Permanent	6.5	Effective 2/13/18
2/20/18	ROGERS	KAYLEA	CLASSIFIED BUILDING SUBSTITUTE	DISTRICT	As Needed	180	Sub Rate	Permanent	As Needed	Effective 2/12/18

NOTE: All new hires must pass the pre-employment drug test. New Hires & Transfer must successfully complete a 60 working day probationary period.

* signifies a change in status

SPRING 2018 ATHLETIC COACHING CONTRACTS					
Sport	Coach	Title	Salary Schedule	Actual Salary	Variance
Track		Head Varsity	6,640		(6,640)
		Assistant	3,430		(3,430)
		Co JH Head	3,430		(3,430)
		Assistant	3,430		(3,430)
		Assistant	3,430		(3,430)
		Assistant	3,430		(3,430)
		Assistant	3,430		(3,430)
Total for Track			30,650	-	(30,650)
Boys Tennis	Greg Hammond	Head Varsity	4,610	4,610	-
Total for Boys Tennis			4,610	4,610	-
Boys Volleyball	Chris Telesco	Head Varsity	5,910	5,210	(700)
	Dustin Hornberger	Asst to Varsity	3,870	3,370	(500)
	Lucas Charney	Asst.		400	400
	Dan Baer	Asst.		400	400
	Scott Files	Asst.		400	400
	Dan Fry	Volunteer			-
	Reuben Kemrer	Volunteer			-
	Griffin Sangrey	Volunteer			-
	Dawson Funk	Volunteer			-
	Alex Newport	Volunteer			-
Total for Boys Volleyball			9,780	9,780	-
Softball	Dave Stokes	Head Varsity	5,910	5,910	-
	Bob Graybill	Asst. to Varsity	3,870	2,900	(970)
	Cathy Riggs	Assistant	3,430	2,750	(680)
	Jason Curtis	Assistant	3,430	2,750	(680)
	Anthony Smoker	Asst.		2,330	2,330
	Aron Baslie	Volunteer			-
Total for Softball			16,640	16,640	-
Baseball	Streeter Stuart	Head Varsity	5,910	5,040	(870)
	Josh Barben	Asst. to Varsity	3,870	2,800	(1,070)
	Chris Feger	Assistant	3,430	3,100	(330)
	Dean Kroesen	Assistant	3,430	3,000	(430)
	Jared Shearer	Assistant		2,700	2,700
	Andy Zook	Volunteer			-
	Cody Straub	Volunteer			-
	TJ Bechtel	Volunteer			-
Total for Baseball			16,640	16,640	-
Boys Lacrosse		Head Varsity	5,910		(5,910)
		Asst. to Varsity	3,850		(3,850)
		Assistant	3,430		(3,430)
Total for Boys Lacrosse			13,190	-	(13,190)
Girls Lacrosse	Caroline Lovett	Head Varsity	5,910	5,910	-
	Kelly Devlin	Asst. to Varsity	3,850	3,950	100
	Megan Schlegelmilch	Assistant	3,430	3,330	(100)
	Emily Eddowes	Volunteer			-
Total for Girls Lacrosse			13,190	13,190	-
Total For Spring Sports 2017-2018			104,700	60,860	(43,840)