



From

EDM FinancialRemit Payment to: EDM 8 Kirkbride Ln
Doylestown, PA 18901
mlentz@edm-finance.comInvoice ID **OCT26INVOICE231**
Issue date 10/22/2026
Due date 10/22/2026 (upon receipt)
Subject September Business ServicesInvoice for **Lehigh School District**
1000 Union St
Lehigh, PA 18235

Item type	Description	Quantity	Unit price	Amount
Service	[LEH] LEH - 09/01/2026 - Business Management Services: On-site: review/respond to emails, prepare financial impact analysis RE dedicated food service staff on general fund and food services fund for superintendent review; review first quarter special IU program & related service costs & compared to budget; explore possible tech cost reduction analysis with Blue Wave (develop proposal for board consideration); review workers comp claim update; review with special supervisor proposed special student mileage reimbursement agreement	10.00	\$128.75	\$1,287.50
Service	[LEH] LEH - 09/02/2026 - Business Management Services: Pay review	0.75	\$128.75	\$96.56
Service	[LEH] LEH - 09/02/2026 - Business Management Services: On-site: 403(b) plan discussion with district's third party administrator OMNI&TSACG & review district IRS and plan responsibilities to retirees' 403(b)s; respond to resident's abstract company regarding tax collection; audit prep 2025-26 budget to actual analysis; review delinquent real estate taxes remittance to district; review athletic budget, review/respond to emails; review professional liability insurance policy RE special due process hearing coverage and deductible	10.00	\$128.75	\$1,287.50
Service	[LEH] LEH - 09/08/2026 - Business Management Services: On-site: admin staff meeting; review special student specific quarter 1 program costs and related services costs; superintendent meeting with director student services and staff RE special student out of district costs; review workers' comp claim update; review/respond to emails	10.50	\$128.75	\$1,351.88
Service	[LEH] LEH - 09/09/2026 - Business Management Services: Remote: virtual meeting RE TCP software with HR coordinator and tech director	2.00	\$128.75	\$257.50
Service	[LEH] LEH - 09/10/2026 - Business Management Services: Remote: review/respond to emails; follow-up with director student services RE proposed special student transportation agreement; communicate with parent RE transportation agreement progress; review PSERS payment details	2.50	\$128.75	\$321.88

Service	[LEH] LEH - 09/11/2026 - Business Management Services: On-site: review/respond to emails; engaged Berkheimer RE EIT receipts and taxation guidelines; review procedures to comply with homestead/farmstead resident notification of Act 1 with Berkone; reviewed updated/revised spec student transportation agreement; assessment appeals; reviewed 2026-27 charter school tuition rates with child accounting/PIMS coordinator; resumed budget timeline preparation	9.00	\$128.75	\$1,158.75
Service	[LEH] LEH - 09/14/2026 - Business Management Services: Remote: review/respond to emails; follow-up Berkheimer EIT data; follow-up Berkone homestead/farmstead process; received/reviewed CLIU Act 16 billing report 2025-26	1.00	\$128.75	\$128.75
Service	[LEH] LEH - 09/15/2026 - Business Management Services	2.75	\$128.75	\$354.06
Service	[LEH] LEH - 09/16/2026 - Business Management Services: Pay roll review	0.75	\$128.75	\$96.56
Service	[LEH] LEH - 09/16/2026 - Business Management Services: On-site: review/respond to emails; review/repsond to Carbon County RE property upset sale qualifying potential budders mandated objections per Act 33; review paper delivery parameters to schools; response to resident RE real esate tax invoice; update retiree incentive program 403(b) deposits for superintendent awarness; reviewed with Berkheimer occupation tax collections data; review workers comp claim update	9.75	\$128.75	\$1,255.31
Service	[LEH] LEH - 09/17/2026 - Business Management Services: Onsite; prepare recommendation to superinrendent review403(b) retiree payments for board consideration; folloved up with superintendetn RE Berkheimer EIT and occupation tax data; RTK resposne; evaluate R&M shop equipment services quotes; review 2026-27 insurance policies for coverage, riders & exclusions; review/respond to emails	10.25	\$128.75	\$1,319.69
Service	[LEH] LEH - 09/18/2026 - Business Management Services: On-site: review/respond to emails; GASB 75 other post employment benefits review reporting update; review revisions to spec ed transportaion agreement; review prior years' PLANCON part J reports provided by audit firm	9.00	\$128.75	\$1,158.75
Service	[LEH] LEH - 09/21/2026 - Business Management Services: On-site: reveiw/respond to emails; review Act 16 spec ed reporting data; accounting staff meeting 2026-27 YTD budget revenue and expenditure review and outlook; YTD salary and wage review and forecast; food services equipment spec and bid package deelopment	7.75	\$128.75	\$997.81
Service	[LEH] LEH - 09/22/2026 - Business Management Services: Remote; review/respond to emails; RTK response/redirection	1.50	\$128.75	\$193.13
Service	[LEH] LEH - 09/23/2026 - Business Management Services: On-site: review/respond to emails; work with payroll staff RE payroll YE projection v. budget alignment: update salary and wage budget account code alignments; work with accts payable/food services staff RE equipement specifications; engaged with potential equipment vendors for detailed specifications;	10.25	\$128.75	\$1,319.69
Service	[LEH] LEH - 09/24/2026 - Business Management Services: On-site: prepare and meet with superintendent and director of curriculum development and tech RE PCCD grant funds planed expenditures; 2026-27 and 2027-28 budget discussion; follow-up with food service equipment manufacutrers; review/respond to emails; authorize invoices	9.75	\$128.75	\$1,255.31

Service	[LEH] LEH - 09/25/2026 - Business Management Services: Remote: review/respond to emails; review payroll processing report	0.50	\$128.75	\$64.38
Service	[LEH] LEH - 09/28/2026 - Business Management Services: Remote; review monthly/YTD financial reports for board meeting; prepare for business admin report; attend board meeting (virtual)	3.25	\$128.75	\$418.44
Service	[LEH] LEH - 09/29/2026 - Business Management Services: On-site: meet with staff (accounting, payroll) and superintendent. Post board meeting follow-up. Review invoices, begin preparing RFP/specifications for purchase of replacement dishwasher (HS). Prepared and analyzed revenue and expense reports 2025-26 and 2026-27. Respond to daily questions and emails.	9.75	\$128.75	\$1,255.31
Service	[LEH] LEH - 09/30/2026 - Business Management Services: On-site: meetings with Superintendent regarding expense budget, expense forecasting; review and respond to emails, review and approve POs, expense invoices and out bound invoices; develop detailed budget calendar, PCCD grant staff budget assignment, GASD 75 Other Post Employment Benefits (OPEB) review and discussion for audit; meeting with CLIU business administrator RE services and special costs, work on food service equipment RFP, prepare for Oct 6 assessment appeal hearing	10.75	\$128.75	\$1,384.06

Amount due \$16,962.82

