

Regular Meeting

Monday, October 19, 2026 7:00 PM

Lower Dauphin School District Administration Center, 291 E. Main Street,
Hummelstown, PA 17036

1. CALL TO ORDER

1.A. CALL TO ORDER

1.B. PLEDGE TO FLAG

1.C. ROLL CALL/ATTENDANCE

1.D. ANNOUNCEMENTS

1.E. APPROVAL OF MINUTES

1.F. STUDENT/COMMUNITY RELATIONS REPORT

1.G. PRESENTATIONS/RECOGNITIONS

1.H. PUBLIC COMMENT

2. COMMITTEE REPORTS

2.A. BOARD PRESIDENT REPORT- Mr. Hill

2.B. CURRICULUM COMMITTEE- Dr. Miller

2.C. FINANCE COMMITTEE OF THE WHOLE- Mr. Kaschak

2.D. DAUPHIN COUNTY TECHNICAL SCHOOL- Mr. Scott, Mr.
Rehrer

2.E. CAPITAL AREA INTERMEDIATE UNIT- Mr. Kaschak

2.F. LEGISLATIVE- Mrs. Foley

3. NOTE REGARDING ITEMS FOR BOARD ACTION

3.A. BOARD ACTION

4. BUSINESS OFFICE REPORT

4.A. FINAL BUDGET TRANSFERS

4.B. TREASURER'S REPORT

4.C. FISCAL ITEM - BILLS

4.D. FISCAL ITEM - TAX EXONERATIONS

4.E. APPROVAL OF CHANGE ORDERS

4.F. CONTRACTS

5. **SUPERINTENDENT REPORT**

5.A. ANNOUNCEMENTS/COMMENTS

5.B. SUPERINTENDENT ACTION

5.B.1. ADDITIONS TO THE 2026 LIST OF GRADUATES

5.B.2. APPROVAL OF GROUP 5 AGREEMENTS

5.B.3. APPROVAL OF POLICY - FIRST READING

5.B.4. APPROVAL OF POLICY - SECOND READING

5.B.5. APPROVAL OF FIELD TRIPS

5.B.6. APPROVAL OF PERSONNEL

6. **INFORMATION ITEMS**

6.A. VOTING RECEIPT- 2027 PSBA OFFICER ELECTION

6.B. UPCOMING BOARD MEETINGS

6.C. MONTHLY ENROLLMENT REPORT

7. **NEW BUSINESS**

8. **ADJOURNMENT**

8.A. ADJOURNMENT

**LOWER DAUPHIN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
Regular Meeting Minutes
Monday, September 28, 2026**

1. CALL TO ORDER

A. CALL TO ORDER

The Lower Dauphin School Board met this evening at 7:12 PM, in its regular session at the District Administration Center, with President Robert Hill, Jr., presiding.

This meeting was livestreamed and the recording will be available for viewing for one week.

The opinions expressed by any member(s) of the public do not necessarily reflect the views or opinions of the Board of School Directors of the Lower Dauphin School District and are solely those of the presenter. The Board hereby expressly disclaims any and all responsibility for any defamatory or slanderous statements expressed by any member of the public.

B. PLEDGE TO FLAG

The meeting opened with the Pledge of Allegiance.

C. ROLL CALL/ATTENDANCE

Responding to Roll Call were Board Members Mrs. Lisa Foley; Mr. John J. Kaschak; Mr. Robert P. Hill, Jr.; Dr. Andrew C. Miller; Mr. Forrest E. Rehner; Mr. Thomas W. Scott; Mrs. Lisa M. Stokes; Mrs. Amanda L. Unger; as well as Dr. Gregory J. Milbrand, superintendent. Mr. Zachary S. Bailey was absent.

Staff members present included Mr. Todd Neuhard, Assistant to the Superintendent; Mr. Robert Horney, Jr., Business Manager; Dr. Charles Trovato, Curriculum Director; Dr. Daniel Berra, Special Education Director; Mr. Jeremy Foose, Director of Facilities; Mr. Evan Brooks, Community Relations Coordinator; Dr. Kevin White, Director of Information & Technology; Mrs. Lindsay Adams, Mr. Bryan MacLeod, Dr. David Wuestner, Sr., elementary principals; Ms. Angela Love, middle school principal; and Mr. Justin Hanula, high school principal.

D. ANNOUNCEMENTS

To all in attendance, please sign in on the yellow sheet at the entrance to the board room. For anyone planning to address the board this evening, please complete a blue card on the table at the entrance and hand it to a board member or administrator.

The Executive Session prior to this meeting was to discuss confidential information related to personnel and legal matters.

E. APPROVAL OF MINUTES

The minutes of the regular meeting held on September 14, 2026, and the record of the Buildings & Grounds Committee meeting held on September 23, 2026, were included for approval.

Motion: Mrs. Stokes and Mr. Scott moved to approve the minutes and record as presented.

Vote: All eight (8) members approved the motion.

F. STUDENT SCHOOL BOARD REPRESENTATIVE OATH OF OFFICE

Lower Dauphin junior, Carter Smith, was selected to serve as Student School Board Representative.

G. STUDENT/COMMUNITY RELATIONS REPORT

Easton Eberly reported:

High School

- We are off to a great start with students and teachers acclimating to the new advisory schedule and personal electronic device policies. There is an obvious shift in the air regarding personal electronic devices where students and staff alike seem to be respecting and understanding the policy.
- Financial Aid Night was hosted in the library. This was an excellent opportunity for families to learn about the process of applying to college, applying for scholarships and affording college.
- There was also a Club Day hosted September 4, where over 20 student-led clubs were represented. Every student had the chance to learn a little bit more about what is going on around them and how they could get involved. Students were dismissed by grade level at different times to ensure smooth transitions.
- We hosted picture day Wednesday, September 2.
- On 9/11, there was a moment of silence held throughout the high school to remember the attacks, the victims, and all those affected. Some of our JROTC cadets performed a ceremonial raising and lowering the flag to half-mast.
- On Friday the 18th, Mini-THON held their annual kickoff assembly where students were introduced to B4D contestants, executives, captains, and opportunities to get involved.

Elementary Schools

Conewago

Conewago enjoyed their 57th year of the Country Fair this past Saturday. Everyone had an awesome time. Our 4th grade class looks forward to their field trip to the Renaissance Fair on September 30. On Friday, September 18, Conewago said goodbye to longtime 5th grade teacher Erica Wilkinson after 19 years of dedicated service. She begins a new role as an Assistant Principal at a nearby district. Next week our 5th grade heads to Washington D.C. for their annual trip.

East Hanover

East Hanover held their Annual Walk-A-Thon Kick-Off Assembly last Friday, and students are excitedly working toward their building-wide fundraising goal. The building-wide reward for students reaching the goal has yet to be revealed, as it is being kept secret in “The Mystery Box” - a large, bright orange box on display in the lobby. If students reach the building-wide goal, we’ll open the Mystery Box - and reveal what the reward will be! The kids are excited, because in recent years the rewards have included: Mr. MacLeod sleeping overnight on the roof of the school, an all-staff “mascot race”, and last year, an all-staff Masked Singer competition

Londonderry

Londonderry is off to a great start! Our students all created classroom mission statements which are posted outside our cafeteria. To show their commitment as leaders, each student signed the window along with their mission statement. We have a lot to look forward to coming up to start October, including Goodies with Grandparents and our annual visit from the Fire Company.

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Nye

Nye is having a great start to the school year!! We had a school-wide back to school assembly where we introduced staff and played Are You Smarter than a Fifth Grader to review school rules and information.

South Hanover

At South Hanover, we launched into the year with a vibrant retro-themed Back to School Night, taking a trip down memory lane with 8-tracks, cassette tapes, and classic records. Families captured the fun by posing with a life-size Rubik's Cube, an MTV logo, and a replica of Aqua Net hairspray. The fun continued with Goodies & Grandparents and fall pictures last week. We look forward to a visit from the Fire Company and the PTO Spooktacular event in October!

Carter Smith reported:

Athletics

- The football team currently has a record of 1-3. The team travels to Red Land on Friday, September 25, and won with a score of 27-26.
- The boys soccer team currently has a record of 6-1-2. The team's next match is a home game versus Palmyra Area High School on September 30.
- The girls soccer team is currently 7-0-1. Their next match will be an away game against Palmyra on September 30. Both teams are currently first in the Mid Penn Keystone division.
- Girls volleyball currently has a record of 7-1, and they won their last match on September 24 with a score of 3-1.
- Marlee Bentz from the girls' golf team and Noah Youngbluth from the boys' golf team have both qualified for the Mid-Penn Championships which will take place on September 29.
- The girls' tennis team is currently 5-7. They have 5 matches remaining in the regular season
- At the Ben Bloser Invitational, the girls' cross country team placed twenty-seventh out of fifty-seven teams, and the boys' cross country team took sixth out of fifty-nine teams. The boys are led by junior Daniel Dunkelburger who individually placed ninth out of 342 runners.
- The field hockey team's current record is 6-1. The team hosts Hershey on Saturday, September 26, and won with a score of 2-0.

Mr. Brooks reported:

- The district support across-the-board from admin to teachers and staff was excellent in supporting the awareness and conversations surrounding 9/11 and Constitution Day on September 17. Pictures were shared of students working on different projects to understand the importance and historical context of each day.
- Conewago had their staff Olympics last week. It was a fun end to the school day on Friday, where staff competed in a bunch of games like a water balloon toss, a chicken relay and more. The students were excited to see some of their favorite teachers and Dr. Wuestner compete in a variety of games.
- We're looking for adult volunteers to support two upcoming Junior Achievement programs at Lower Dauphin Middle School and Lower Dauphin High School. These programs provide students with hands-on opportunities to explore career readiness and prepare for their future. If you're interested in volunteering your time, we encourage you to learn more and sign up

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through the information provided in our community and building communications. The Middle School's JA program is on Wednesday, October 14, and the High School is scheduled Tuesday, November 17.

- One final reminder is that Mass Band Night is next Friday, October 2, at Hershey Park Stadium. The Middle School, High School and elementary bands will come together for their annual performance during the football game against Gettysburg.

H. PUBLIC COMMENT: None.

2. COMMITTEE REPORTS

A. BOARD PRESIDENT REPORT: No report.

B. BUILDINGS & GROUNDS COMMITTEE: Mr. Hill reported:

- Thank you to the public for their flexibility with parking at the Middle School during the construction.

C. DAUPHIN COUNTY TECHNICAL SCHOOL: Mr. Scott reported:

- The school is holding a car show on October 17, 10am-2pm, with proceeds supporting the DRIVE program, providing cars for underprivileged students so they can get to work.

D. CAPITAL AREA INTERMEDIATE UNIT: Mr. Kaschak reported:

- An overview of the Strategic Plan was given at the last meeting.
- The Assistant Director was re-appointed.

E. LEGISLATIVE: No report.

- 3. NOTE REGARDING ITEMS FOR BOARD ACTION:** By notice of the President, the following action items suggest a roll call vote. You will be recorded as voting in the affirmative for the motion unless you say "nay" or "I abstain." Board members are further advised that they must publicly announce and disclose the nature of any conflict of interest before the vote on the matter is taken and file the appropriate form with the Secretary of the Board.

4. BUSINESS OFFICE REPORT

A. APPROVAL OF CHANGE ORDERS

The Administration recommended the approval of the following Change Orders for the summer 2026 projects:

<u>Item</u>	<u>Net Cost</u>
Falcon Fields sinkholes and sidewalk repair	\$61,988.32
Middle School lighting and wiring work	\$13,128.00
Heat trace on chilled water lines on roof at MS and Nye	\$4,279.76
MS kiln hood replaced, access panels installed, and condensate pumps added.	\$10,558.02
Geo study at Falcon Fields	\$66,960.00

Motion: Mr. Scott and Dr. Miller moved to approve the change orders as presented.

Vote: All eight (8) members approved the motion.

B. CONTRACTS

The Administration recommended the approval of the following contracts:

<u>Vendor</u>	<u>Item/Service</u>	<u>Cost</u>
Lancaster-Lebanon IU13	z-Electricity procurement program participation	
Lancaster-Lebanon IU13	Natural gas procurement program participation	
PTC Wizard	Parent-Teacher Conference scheduling software for MS, Londonderry, Nye	\$1,350.00

Motion: Mr. Scott and Mrs. Stokes moved to approve all contracts as presented.

Vote: All eight (8) members approved the motion.

5. SUPERINTENDENT REPORT

A. ANNOUNCEMENTS/COMMENTS:

- Thank you to Dr. Trovato and the Professional Development Committee and Administrative team for the PD day today. Technical training occurred in the afternoon along with planning for Flexible Instruction Days.
- Exciting improvements can be seen at Falcon Fields, including the lighting. Thank you to Mr. Foose, Facilities Director, for balancing all facets of the project.
- Onboarding with Questeq has begun and they are working to fill the open IT positions.
- Looking forward to seeing the staff and students as mobile office hours have begun.

B. SUPERINTENDENT ACTION

1. APPROVAL OF FINANCE COMMITTEE OF THE WHOLE

Motion: Mr. Scott and Mr. Kaschak moved to approve the creation of a Finance Committee of the Whole.

Vote: All eight (8) members approved the motion.

2. APPROVAL OF REVISED 2026 BOARD MEETING CALENDAR

The new calendar has added dates for the newly-formed Finance Committee of the Whole and other committee meetings were moved to new timeslots on the same meeting day or other dates altogether. The new calendar will be advertised in The Patriot News and The Sun, as required.

Motion: Dr. Miller and Mrs. Unger moved to approve the revised 2026 Board Meeting Calendar as presented.

Vote: All eight (8) members approved the motion.

3. APPROVAL OF POLICY- FIRST READING

The following policies were presented for first reading approval:

<u>Policy #</u>	<u>Title</u>
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102	Academic Standards
105	Curriculum
209	Health Examinations/Screenings
803	School Calendar

Motion: Mr. Scott and Mr. Kaschak moved to approve the first reading of the policies as presented.

Vote: All eight (8) members approved the motion.

4. APPROVAL OF POLICY- SECOND READING

The following policy was presented for second reading approval:

<u>Policy #</u>	<u>Title</u>
800	Records Management (AR-0)

Motion: Mr. Scott and Mr. Kaschak moved to approve the second reading of the policy as presented.

Vote: All eight (8) members approved the motion.

5. APPROVAL OF DONATIONS

<u>Person/Vendor</u>	<u>Item(s) donated</u>
Mr. Ray Moyer, district resident	Five band instruments- Londonderry Elementary School
Dancker Furniture	Tables, desks, chairs- High School

Motion: Mr. Scott and Ms. Unger moved to approve the donations as presented.

Vote: All eight (8) members approved the motion.

6. APPROVAL OF DISPOSAL

<u>Building</u>	<u>Item</u>
South Hanover Elementary School	Overhead and filmstrip projectors, cassette player, speaker

Motion: Mr. Scott and Mrs. Stokes moved to approve the disposals as presented.

Vote: All eight (8) members approved the motion.

7. APPROVAL OF PERSONNEL

Personnel approved as listed on the last page.

Motion: Mr. Scott and Dr. Miller moved to approve the personnel items as presented.

Vote: All eight (8) members approved the motion.

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Dr. Milbrand noted the retirement of David Kugle, after 35 years of dedicated service to the district. He is a hard-working individual and will be missed.

6. INFORMATION ITEMS

A. UPCOMING BOARD MEETINGS

<u>Date</u>	<u>Time</u>	<u>Type</u>
October 19, 2026	4:00 PM	Curriculum Committee
	5:00 PM	Executive Session
	6:00 PM	Finance Committee of the Whole
	7:00 PM	Regular Meeting
October 28, 2026	8:30 AM	Buildings & Grounds Committee
November 16, 2026	4:00 PM	Athletic Committee
	5:00 PM	Executive Session
	6:00 PM	Finance Committee of the Whole
	7:00 PM	Regular Meeting

7. **NEW BUSINESS:** Dr. Miller clarified his statement from the last meeting regarding Dr. Milbrand's hard work and dedication to "changing the culture" at Lower Dauphin. He stated that the Comprehensive Plan is guiding our work, noting we still have work to do, building on Lower Dauphin's excellence.

8. ADJOURNMENT

A. ADJOURNMENT

Motion: Mr. Scott and Mr. Kaschak moved to adjourn at 7:32 PM.

Vote: All eight (8) members approved the motion.

Respectfully submitted,



Carron K. Wolf
Board Secretary

NO	REASON	ACTION	NAME	POSITION	BLDG.	EFFECTIVE DATE	SALARY	Prorated
1	Approval of Retirement	Classified Custodial Staff Action	David Kngle	Custodian	Nye	12/31/2026		
2	Approval of Resignation	Classified Salaried Staff Action	Hannah Richardson	Computer Repair Technician	TMC	9/30/2026		
3	Approval of Resignation	Classified Hourly Staff Action	Jordan Carlson	Paraprofessional	Londonderry	9/21/2026		
4	Approval of Parental Leave	Professional Staff Action	Madison Moyer	Kindergarten Teacher	South Hanover	Anticipated 12/14/26-3/8/27		
5	Approval of Hire	Long Term Substitute Professional Staff Action	Brandon Shappell	2nd Grade Teacher	East Hanover	Anticipated 10/24/26-2/1/27	\$57,228.00	Y
6	Approval of Hire	Professional Staff Action	Skylar Johnson	Librarian	South Hanover/Londonderry	TBD	\$63,283.00	Y
7	Approval of Hire	Professional Staff Action	Danielle Johnsen	Science Teacher	HS	10/13/2026	\$59,488.00	Y
8	Approval of Hire	Professional Staff Action	Mina Tamang	Custodian	South Hanover	9/29/2026	\$18.70 per hour	
9	Approval of Hire	Classified Hourly Staff Action	Meckenzie Wenger	Health Room Nurse	High School	10/5/2026	\$29.07 per hour	

Community relations Report 10.19.26

The student council for the Middle school is gearing up for their afterschool social next Wednesday. Students will participate in games, face painting, making s'mores and more.

A group of Students at the high school recently celebrated Nanotech Day with a Dr. Lucas Barreto from the **University of Pennsylvania's Singh Center**. He held an interactive session with Students that explored how smartphones and computers store, edit and retrieve digital files. This session included learning about how nanotechnology plays an essential role in modern information storage. LD was one of only 10 schools that UPenn picked to visit.

During fire prevention week, Lower Dauphin had 2 co-op students who are part of the local fire department they are Kelsey Fullerton and Jordan Minnick. Which means they had direct interaction with elementary students in the district who got to see a glimpse of what their older peers do when they are at work. Pictures of fire prevention week were posted on social media.

The LD Best Buddies group will be holding their trunk or treat event this weekend. This event gives students a chance to bond while handing out candy and treat. The group will also be joined by the Hummelstown fire Department as well.

The middle school had their Junior Achievement Yes day. Many parents and community members in different fields came out to educate students on life lessons through different activities and workshops. Special thanks to Dr. Miller who volunteered his time to educate our students as well.

High school students will complete their Orchestra tour this week. Students will visit all 5 elementary schools playing different selections to promote and guide the music program in the district.

Finally, Lower Dauphin had multiple students in the district and over 100 11th and 12th grade volunteers support their classmates at the Special Olympic games held on the high School track and infield area. Our students were very competitive and had a blast participating. Special thanks to Mr. Gesford for putting together another successful Special Olympics.



Senior Student School Board Representative- Easton Eberly

At High School

Mass band night was hosted at Hersheypark Stadium on October 2nd.

We also hosted a FAFSA night the 7th where families could learn more about paying for college, applying for scholarships, and applying for college.

This past week, we had PSAT testing for juniors and even some sophomores. This serves as an opportunity for our students to qualify for the National Merit Scholarship and check in with their own SAT readiness.

The homecoming court was also announced. The girls' candidates are Abigail Collins, Ciana Crispino, Harper Lennox, Nova Mayer, Ashlyn McGrady, Raya Purdy, Lily Rost, and Anushka Verma. The boys' candidates are Ethan Amici, Michael Dugan, Easton Eberly, Connor Kreiser, Christian Madden, Issac Medlin, Ezra Pearson, and Ben Velez. The winners will be announced at halftime at the upcoming football game on the 23rd with the dance being the 24th.

There is also an upcoming Fall Choral Concert at the High School Auditorium on the 29th.

Finally, the end of the marking period is coming up for middle school and high school on the 29th.

At Middle School

Elementary Schools

Conewago

As part of the Conewago Country Fair Celebration, the Faculty and Staff took part in their Annual Faculty Olympics Faculty members competed against each other to decide who would be reigning Faculty Champion. Despite all efforts, Dr. Wuestner came away with only one Medal, while Mr. Montgomery took first honors with 3 victories. The day ended with a water balloon fight between staff and students.

East Hanover

Firefighters from the Grantville Volunteer Fire Company were on site at East Hanover last week, giving classroom presentations on Fire Safety for Fire Prevention Week. These presentations are very informative, and give students valuable experiences. For example, after receiving classroom instruction on how to use a fire extinguisher, the 5th Graders went outside where they had the opportunity to put their learning into action. Under the direct guidance of a Firefighter, every 5th Grader had the opportunity to use a fire extinguisher to put out an actual fire!

Thank you to the Grantville Volunteer Fire Company for their service to the community. The



volunteer firefighters who come in to provide these meaningful presentations to our students, are taking time off of work in order to be there in the classroom. East Hanover greatly appreciates their dedication to keeping our community safe.

Londonderry

Last week, Londonderry Fire Company visited with our students to discuss fire safety in the home. Students toured equipment and learned about how to safely charge personal devices. We also held our first Falcon Family meetings of the year. Students and staff worked together to develop expectations for each area of the building, focusing on building positive habits and leadership. On Friday, the PTO hosted Goodies with Grandparents. Over 200 people came out to spend time together and share in some baked goodies.

Nye

Nye held a lemonade stand during lunches for Childhood Cancer Awareness month. Our community came together to raise \$2,000 to support the organization Fourth and Gold and research to find a cure for child pediatric cancer. Nye stands with our second grader, Dean, and his family to beat cancer!!

South Hanover

Last week, the South Hanover Fire Company visited our campus to educate students on essential fire safety practices. The department commended our student body for their exceptional behavior, noting how quickly and quietly they executed our fire drill.

In addition, the PTO hosted a school assembly to launch the annual Fun Run fundraiser, which is scheduled for October 23rd. We are also looking forward to our upcoming Spooktacular on the evening of October 20th. This community event will feature a student parade through town complete with live music from the band followed by trunk-or-treating in the main parking lot.

Junior Student School Board Representative- Carter Smith

Athletics

- The Football Team currently has a record of 4-3. The team played Palmyra Area High School on Friday, October 16. The team will play their final home game on Friday, October 23rd at Hershey Park Stadium against Mifflin County, and then finish their regular season at Hershey on Friday, October 30th.
- The Boys Soccer team is currently 10-1-5. The team's last match was an away game against Central Dauphin on October 17th. The team clinched the Mid Penn Keystone division championship



- The Girls Soccer team is currently 13-0-2. Their last match was an away game against Mechanicsburg on October 19th. The team clinched the Mid Penn Keystone division championship
- Girls Volleyball currently has a record of 11-2 and recently played Carlisle on October 15th. The team's last match is against Red Land High School on October 19th.
- On October 14th, the golf teams celebrated the end of their season at Manada Golf Course with a parent-player golf outing, followed by an awards banquet. Marlee Bentz qualified for the District III Championships
- The Girls' Tennis team ended their season with a record of 8-8. Seniors Harper Lennox and Sydney More both qualified for districts; Senior Savannah Ogle and Freshman Amelia Seaman placed second in their bracket at Mid-Penns.
- Cross Country will compete at the Mid Penn Championships on Saturday, October 17th
- The Field Hockey team's current record is 11-1. The team finishes their season with games against Palmyra on October 15th and Red Land on October 20th. They also clinched the Co- Mid Penn Keystone Division championship
- PIAA District III playoffs will begin the week of October 26th for field hockey, soccer, and girls volleyball

**LOWER DAUPHIN SCHOOL DISTRICT
BUDGET TRANSFERS
YEAR ENDED June 30, 2026**

ACCOUNT	TRANSFER TO DESCRIPTION	Amount	REASON FOR TRANSFER
10 1100 500	OTHER PURCHASED SVC	292,926.97	To Cover Charter School Tuition Costs
10 1200 500	OTHER PURCHASED SVC	261,887.93	To Cover Charter School Tuition Costs
10 1200 600	SUPPLIES	22,880.41	To Cover Speech /Language and Learning Support Program Supplies
10 1300 100	SALARIES	7,446.00	To Cover Salaries and Wages over Budget.
10 1300 200	EMPLOYEE BENEFITS	15,936.26	To Cover Employee Benefits over Budget.
10 1300 500	OTHER PURCHASED SVC	5,252.07	To Cover Charter School Tuition Costs
10 1300 600	SUPPLIES	19,015.70	To Cover Industrial Arts Supplies
10 1400 100	SALARIES	73,459.70	To Cover Salaries and Wages over Budget.
10 1400 200	EMPLOYEE BENEFITS	31,507.57	To Cover Employee Benefits over Budget.
10 1400 500	OTHER PURCHASED SVC	3,169.18	To Cover Charter School Tuition Costs
10 2600 300	PURCHASED SERVICES	111,585.85	To Cover Substitute Custodial Services
10 2600 400	PURCHASED PROP SVC	1,046,685.48	To Reclassify Capital Projects -Account Codes
10 2600 600	SUPPLIES	188,464.69	To Cover Utility /Energy Costs
10 3300 600	SUPPLIES	809.93	To Cover Title I. Program Supplies
TOTAL -TRANSFER TO		<u>\$ 2,081,027.74</u>	

ACCOUNT	TRANSFER FROM DESCRIPTION	Amount	REASON FOR TRANSFER
10 1100 100	SALARIES	202,992.09	To Cover Overdrawn Accounts
10 1100 200	EMPLOYEE BENEFITS	352,636.51	To Cover Overdrawn Accounts
10 1200 200	EMPLOYEE BENEFITS	284,768.34	To Cover Overdrawn Accounts
10 1300 300	PURCHASED SERVICES	13,272.84	To Cover Overdrawn Accounts
10 1300 400	PURCHASED PROP SVC	2,696.80	To Cover Overdrawn Accounts
10 1300 800	OTHER OBJECTS	500.00	To Cover Overdrawn Accounts
10 2600 100	SALARIES	75,501.76	To Cover Overdrawn Accounts
10 2600 200	EMPLOYEE BENEFITS	149,324.71	To Cover Overdrawn Accounts
10 2600 500	OTHER PURCHASED SVC	27,668.41	To Cover Overdrawn Accounts
10 2600 700	PROPERTY	971,296.25	To Cover Overdrawn Accounts
10 3300 100	SALARIES	370.03	To Cover Overdrawn Accounts
TOTAL -TRANSFER FROM		<u>\$ 2,081,027.74</u>	

**LOWER DAUPHIN SCHOOL DISTRICT
TREASURER'S REPORT
GENERAL FUND - SEPTEMBER**

10/19/2026

BOOK BALANCE AUGUST 31, 2026	\$4,012,179.12
INVESTMENTS BALANCE AUGUST 31, 2026	\$15,709,885.08

CODE	SEPTEMBER REVENUE		
6100 TAXES LEVIED		\$27,039,865.56	
6400 DELINQUENCIES ON TAXES LEVIED		\$144,415.41	
6500 EARNINGS ON INVESTMENTS, CHECKING		\$87,583.66	
6700 STUDENT ACTIVITIES		\$0.00	
6800 FR LOCAL GOVERNMENTAL UNITS		\$6,542.38	
6900 OTHER REVENUE		\$142,214.80	
7100 BASIC INSTRUCTIONAL & OPERATING SUBSIDIES		\$0.00	
7200 SPECIFIC PROGRAMS		\$444,633.00	
7300 NON-EDUCATIONAL PROGRAMS		\$0.00	
7500 EXTRA GRANTS		\$20,000.00	
7800 STATE SHARE OF RETIREMENT		\$0.00	
7900 TECHNOLOGY		\$0.00	
8500 RESTRICTED GRANTS		\$0.00	
8700 ESSER - EMERGENCY FUND		\$0.00	
8800 MEDICAL ASSISTANCE		\$739.94	
9400 SALE OR COMPENSATION FOR FIXED ASSETS		\$0.00	
9500 REFUNDS OF PRIOR YEARS' EXPENSES		\$0.00	
9900 EXTRAORDINARY ITEM-GAIN		\$0.00	
TOTAL REVENUE		\$27,885,994.75	\$47,608,058.95

SEPTEMBER EXPENDITURES			
1100 REGULAR ELEM/SEC INSTRUCTION		\$2,772,979.40	
1200 SPECIAL EDUCATION		\$1,235,523.60	
1300 VOCATIONAL EDUCATION		\$536,510.67	
1400 OTHER INSTRUCTIONAL PROGRAMS		\$147,302.98	
1600 ADULT EDUCATION		\$0.00	
1700 HIGHER EDUCATION - SECONDARY STUDENTS		\$0.00	
1800 PRE-KINDERGARTEN		\$0.00	
2100 SUPPORT SERVICES - STUDENTS		\$278,738.36	
2200 SUPPORT SERVICES - INSTRUCTIONAL STAFF		\$510,505.16	
2300 SUPPORT SERVICES - ADMINISTRATION		\$414,132.88	
2400 SUPPORT SERVICES - HEALTH		\$114,891.45	
2500 SUPPORT SERVICES - BUSINESS		\$130,202.24	
2600 OPERATION AND MAINTENANCE		\$595,694.41	
2700 TRANSPORTATION		\$26,255.87	
2800 SUPPORT SERVICES - CENTRAL		\$36,919.45	
2900 OTHER SUPPORT		\$0.00	
3200 STUDENT ACTIVITIES		\$110,211.05	
3300 COMMUNITY SERVICES		\$413.10	
5100 DEBT SERVICE		\$0.00	
5200 SPECIAL REVENUE FUND TRANSFER		\$0.00	
NET CHANGE IN BALANCE SHEET		\$598,193.40	
TOTAL EXPENDITURES		\$7,508,474.02	\$40,099,584.93

INVESTMENTS SEPTEMBER 30, 2026	\$36,554,309.24
BOOK BALANCE SEPTEMBER 30, 2026	\$3,545,275.69
OUTSTANDING CHECKS SEPTEMBER 30, 2026	\$103,804.25
BANK BALANCE SEPTEMBER 30, 2026	\$3,649,079.94

INVESTMENT DETAILS - SEPTEMBER

	RATE	INTEREST	BALANCE
PLGIT CLASS	3.57%	\$15,143.08	\$6,112,480.03
PLGIT RESERVE	3.66%	\$52,352.33	\$24,168,562.97
MID PENN	3.25%	\$16,456.27	\$6,273,266.24
INVESTMENTS SEPTEMBER 30, 2026		\$83,951.68	\$36,554,309.24

LOWER DAUPHIN SCHOOL DISTRICT

TREASURER'S REPORT

As of SEPTEMBER 30, 2026

10/19/2026

	ACTIVITY	ATHLETIC	CAFETERIA	C/RESERVE	CONTINGENCY	CONSTRUCTION	PAYROLL
BOOK BALANCE 8/31/2026	\$64,203.62	\$30,607.19	\$116,229.03	\$14,928.74	\$3,690.97	\$814,524.13	\$43.43
RECEIPTS THROUGH 9/30/2026	\$18,956.96	\$17,666.10	\$105,973.16	\$10.43	\$1.82	\$2,000,047.63	\$2,083,306.24
TRANSFERS FR INVESTMENTS THROUGH 9/30/2026	\$0.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00
DISB THROUGH 9/30/2026	\$1,462.00	\$18,113.26	\$131,786.92	\$0.00	\$0.00	\$1,881,391.15	\$2,083,248.24
TRANSFERS TO INVESTMENTS THROUGH 9/30/2026	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
BOOK BALANCE 9/30/2026	\$81,698.58	\$30,160.03	\$110,415.27	\$14,939.17	\$3,692.79	\$933,180.61	\$101.43
OUTSTANDING CHECKS	\$0.00	\$6,469.00	\$171.90	\$0.00	\$0.00	\$0.00	\$20,131.01
DEPOSIT IN TRANSIT	\$0.00	\$0.00	\$2,322.00	\$0.00	\$0.00	\$0.00	\$0.00
BANK BALANCE 9/30/2026	\$81,698.58	\$36,629.03	\$108,265.17	\$14,939.17	\$3,692.79	\$933,180.61	\$20,232.44
	ACTIVITY		CAFETERIA	C/RESERVE	CONTINGENCY	CONSTRUCTION	
	PLGIT-CLASS		PLGIT-CLASS	PLGIT-RESERVE	INVEST PROGRAM	PLGIT-RESERVE/PRIME	
INTEREST RATE	3.57%		3.57%	3.66%	3.870%	3.84%	
MONTHLY INTEREST	\$316.13		\$2,446.65	\$4,436.82	\$1,264.96	\$87,654.98	
INVESTMENT BALANCE	\$107,918.29		\$826,730.14	\$1,480,091.37	\$398,835.62	\$27,466,881.73 *	

*Construction acct balance includes: 2025 Bond, 2026 Bond and Borough Escrow account

Michelle I. Hereshko
Michelle I Hereshko
School Board Treasurer

SCHOOL TAX EXONERATIONS

APPROVED OCTOBER 2026

MUNICIPALITY	REAL ESTATE	PER CAPITA	
	(dollars)	511 & 679	OCCUPATION 511
Conewago Twp.	\$	\$ 140.00	\$ 6,750.00
East Hanover Twp.	\$	\$ 40.00	\$ 13,000.00
Hummelstown Boro.	\$ -	\$ 90.00	\$ 21,750.00
Londonderry Twp.	\$	\$ 60.00	\$ 10,750.00
South Hanover Twp.	\$	\$ 340.00	\$ 38,250.00
TOTAL	\$ -	\$ 670.00	\$ 90,500.00

MONTH TOTAL	\$	91,170.00
-------------	----	-----------

CURRENT TOTAL	\$	91,170.00
---------------	----	-----------

DELINQUENT TOTAL \$



AIA® Document G701® – 2017

Change Order

PROJECT: *(Name and address)*
Lower Dauphin School District - Falcon
Fields - Additions and Renovations

CONTRACT INFORMATION:
Contract For: Electrical Construction

Date: 04-16-2026

CHANGE ORDER INFORMATION:
Change Order Number: 002

Date: 10-06-2026

OWNER: *(Name and address)*
Lower Dauphin School District
291 East Main Street
Hummelstown, PA 17036

ARCHITECT: *(Name and address)*
RLPS Architects
250 Valleybrook Drive
Lancaster, PA 17601
RLPS Project No.: 2025018

CONTRACTOR: *(Name and address)*
MidState Mechanical & Electrical, LLC
121 W. Church Street
Dillsburg, PA 17019

THE CONTRACT IS CHANGED AS FOLLOWS:

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

1. PCO 5: Relocate handole for Pole SF4. \$6,451.00

The original Contract Sum was	\$	2,098,415.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	2,098,415.00
The Contract Sum will be increased by this Change Order in the amount of	\$	6,451.00
The new Contract Sum including this Change Order will be	\$	2,104,866.00

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be 05-01-2027

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

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

ARCHITECT *(Signature)*

BY: Christopher S. Linkey, AIA,
Partner

*(Printed name, title, and license
number if required)*

10/7/2026

Date

CONTRACTOR *(Signature)*

BY: William R. Powers, President
(Printed name and title)

10/7/2026

Date

OWNER *(Signature)*

BY: Robert P. Hill, Jr., Board
President

(Printed name and title)

Date



Pending Change Order: 5

Relocate handhole for pole SF4.

Submission Date: 9/30/2026

Owner : Lower Dauphin School District
291 East Main Street
Hummelstown, PA 17036

Project: 26402. / Falcon Fields Add-Reno (EC)

Scope of Work: Provide parts, material, and labor to relocate and replace the handhole that feeds field lighting pole SF4 to allow for the installation of the new storm water drain.

Description	Est Units	UM	Unit Cost	Est Hrs	Hrs Cost	Estimated Cost
Relocate handhole for pole SF4.						
Project Coordination	0.00	HRS	0.00	0.50	90.00	45.00
Site and Construction	0.00	HRS	0.00	13.00	80.00	1,040.00
Feeder Raceways	0.00	HRS	0.00	14.00	80.00	1,120.00
Feeder Wire	0.00	HRS	0.00	6.00	80.00	480.00
Site and Construction	0.00	LS	0.00	0.00	0.00	811.00
Feeder Raceways	0.00	LS	0.00	0.00	0.00	344.00
Feeder Wire	0.00	LS	0.00	0.00	0.00	317.00
Site and Construction	0.00	LS	0.00	0.00	0.00	1,713.00
Misc. Expenses (Bits, Blades, Etc.)	0.00	LS	0.00	0.00	0.00	14.00
Subtotal Item				1		5,884.00

Cost Type Recap:		Amount
1 Labor		2,685.00
3 Material		1,472.00
4 Subcontract		1,713.00
11 Other		14.00
Subtotal Item		5,884.00
OH&P - Labor	10.00%	269.00
OH&P - Material	10.00%	147.00
OH&P - Sub	5.00%	86.00
OH&P - Other	10.00%	1.00
Bond	1.00%	64.00
Requested Total For Item		6,451.00
Total For Change Order		6,451.00



Pending Change Order: 5

Relocate handhole for pole SF4.

Submission Date: 9/30/2026

Owner : Lower Dauphin School District
291 East Main Street
Hummelstown, PA 17036

Project: 26402. / Falcon Fields Add-Reno (EC)

At this time Midstate is not requesting a time extension as a result of this change proposal. If at a later date, it is determined this change to the work has extended the contract duration Midstate reserves the right to seek compensation for extension of time.

If you have questions please call me at 717-502-5003.

Approved By: Lower Dauphin School District

Submitted By: MidState Mechanical & Electrical, LLC

Signed: _____

Signed: *Gerald Huber*

By: _____

By: Gerald Huber

Date: _____

Date: 9/30/2026

Job ID: MSME-2605
Project: Falcon Fields



Takeoff

Vendor: UNITED Labor Level: LABOR 1 30 Sep 2026 11:28:07

Phase: CHANGE ORDERS
SubPhase: EC-PCO-05 RELOCATE HANDHOLE FOR POLE SF4

Item #	Qty	U/M	Q/M	Size	Description
	0.00				RELOCATE SF4 HANDHOLE
	0.00				24" X 24" HANMDHOLE
25	1.00	EA	M		24X24X24 POLYMER HANDHOLE
	0.00				RELOCATE POLE SF4 CONDUITS
TITLE	10.00		M		2-DUCT / NO TRENCHING 2" PVC
10061	20.00	FT	M	2	PVC SCH 40
10072	20.00	FT	M	2	PVC SCH 40 10' LAID IN TRENCH LBR.
390037	4.00	EA	M	2 x 3	BASE DUCT BANK CONDUIT SPACER
390246	11.00	FT	M	3"	RED TRENCH CAUTION TAPE
40030	2.00	OZ	M	OUNCE	PVC (GLUE) CEMENT
390076	10.00	FT	M	18" WIDE	HAND TRIM SAND TRENCH
20005	2.00	EA	M	2	PVC SCH 40 90-DEG ELBOW
30261	2.00	EA	M	2	PVC COUPLING
30315	2.00	EA	M	2	PVC END BELLS
	0.00				SHORTEN CONDUITS AND REPLACE ELBOWS FOR DUCT BANK FROM SF3 HANDHOLE
20006	6.00	EA	M	2 1/2	PVC SCH 40 90-DEG ELBOW
20002	1.00	EA	M	1	PVC SCH 40 90-DEG ELBOW
30258	1.00	EA	M	1	PVC COUPLING
30262	6.00	EA	M	2 1/2	PVC COUPLING
30312	1.00	EA	M	1	PVC END BELLS
30316	6.00	EA	M	2 1/2	PVC END BELLS
	0.00				EXTEND CONDUITS 10' FOR SE PRACTICE FIELD LIGHT POLE
TITLE	10.00		M		2-DUCT / NO TRENCHING 2" PVC
10061	20.00	FT	M	2	PVC SCH 40
10072	20.00	FT	M	2	PVC SCH 40 10' LAID IN TRENCH LBR.

MidState Mechanical and Electrical, LLC

121 West Church Street
PO Box 459
Dillsburg, PA 17019

Phone: 717-502-5003
Web:

Phase: CHANGE ORDERS**SubPhase:** EC-PCO-05 RELOCATE HANDHOLE FOR POLE SF4

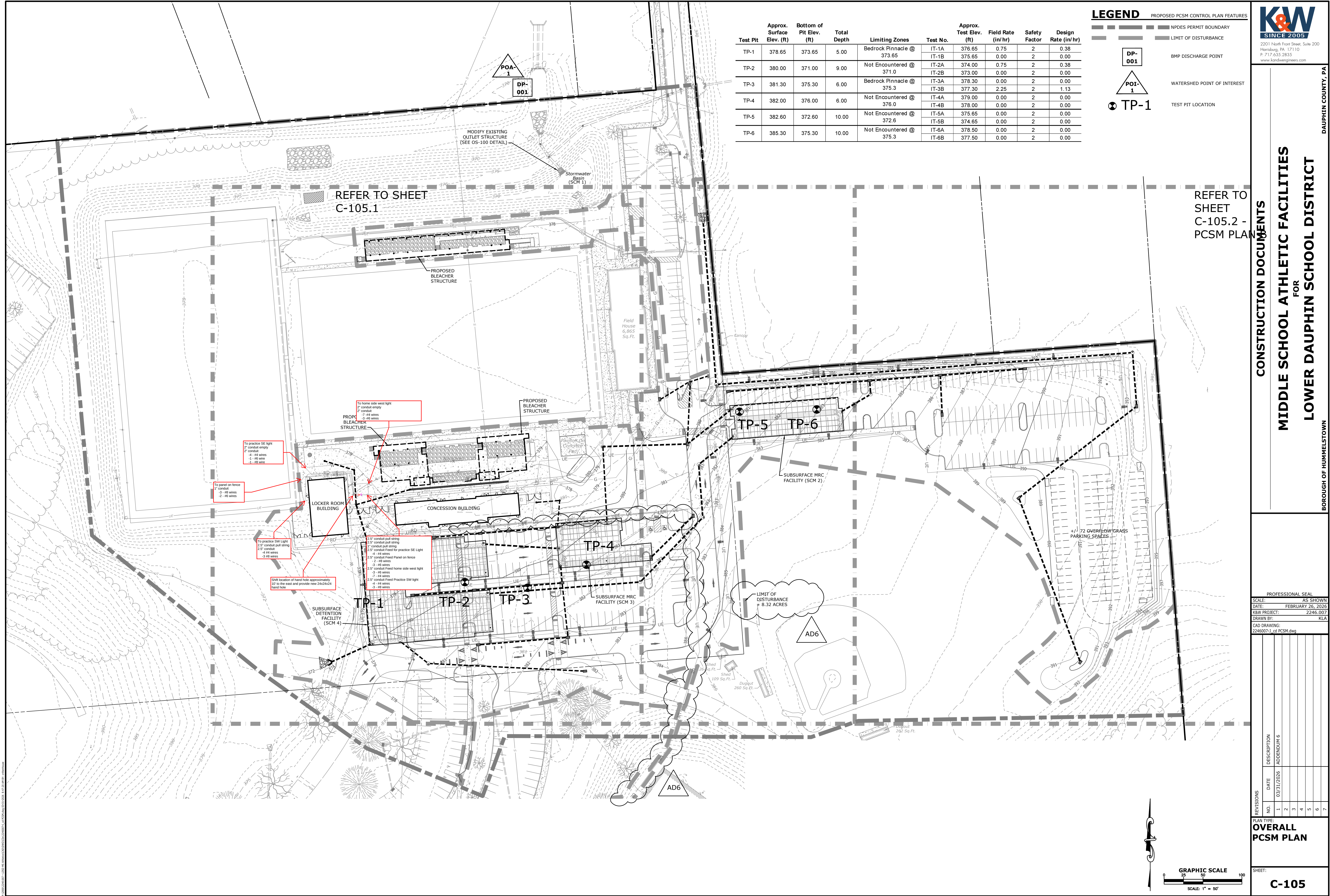
Item #	Qty	U/M	Q/M	Size	Description
390037	4.00	EA	M	2 x 3	BASE DUCT BANK CONDUIT SPACER
390246	11.00	FT	M	3"	RED TRENCH CAUTION TAPE
40030	2.00	OZ	M	OUNCE	PVC (GLUE) CEMENT
390076	10.00	FT	M	18" WIDE	HAND TRIM SAND TRENCH
20005	2.00	EA	M	2	PVC SCH 40 90-DEG ELBOW
30261	2.00	EA	M	2	PVC COUPLING
30315	2.00	EA	M	2	PVC END BELLS
70037	44.00	FT	M	4.	THHN/THWN CU (STR)
70036	11.00	FT	M	6.	THHN/THWN CU (STR)
70035	11.00	FT	M	8	THHN/THWN CU (STR)
	0.00				EXTEND CONDUITS 10' FOR SW PRACTICE FIELD LIGHT POLE
TITLE	10.00		M		2-DUCT / NO TRENCHING 2" PVC
10061	20.00	FT	M	2	PVC SCH 40
10072	20.00	FT	M	2	PVC SCH 40 10' LAID IN TRENCH LBR.
390037	4.00	EA	M	2 x 3	BASE DUCT BANK CONDUIT SPACER
390246	11.00	FT	M	3"	RED TRENCH CAUTION TAPE
40030	2.00	OZ	M	OUNCE	PVC (GLUE) CEMENT
390076	10.00	FT	M	18" WIDE	HAND TRIM SAND TRENCH
20005	2.00	EA	M	2	PVC SCH 40 90-DEG ELBOW
30261	2.00	EA	M	2	PVC COUPLING
30315	2.00	EA	M	2	PVC END BELLS
70037	44.00	FT	M	4.	THHN/THWN CU (STR)
70035	33.00	FT	M	8	THHN/THWN CU (STR)
	0.00				EXTEND CONDUITS 10' FOR FENCE PANELBOARD
TITLE	10.00		M	1	SCH 40 DIRECT-BURIED 1-DUCT
10069	10.00	FT	M	1	PVC SCH 40 10' LAID IN TRENCH LBR.
10058	10.00	FT	M	1	PVC SCH 40
40030	1.00	OZ	M	OUNCE	PVC (GLUE) CEMENT
390246	11.00	FT	M	3"	RED TRENCH CAUTION TAPE
390075	10.00	FT	M	12" WIDE	HAND TRIM SAND TRENCH
20002	1.00	EA	M	1	PVC SCH 40 90-DEG ELBOW
30258	1.00	EA	M	1	PVC COUPLING
30312	1.00	EA	M	1	PVC END BELLS
70035	33.00	FT	M	8	THHN/THWN CU (STR)

MidState Mechanical and Electrical, LLC

121 West Church Street
PO Box 459
Dillsburg, PA 17019**Phone:** 717-502-5003**Web:**

Phase: CHANGE ORDERS
SubPhase: EC-PCO-05 RELOCATE HANDHOLE FOR POLE SF4

Item #	Qty	U/M	Q/M	Size	Description
70036	22.00	FT	M	6.	THHN/THWN CU (STR)
					Phase Totals:
					Job Totals:



Test Pit	Approx. Surface Elev. (ft)	Bottom of Pit Elev. (ft)	Total Depth	Limiting Zones	Test No.	Approx. Test Elev. (ft)	Field Rate (in/hr)	Safety Factor	Design Rate (in/hr)
TP-1	378.65	373.65	5.00	Bedrock Pinnacle @ 373.65	IT-1A	376.65	0.75	2	0.38
TP-2	380.00	371.00	9.00	Not Encountered @ 371.0	IT-1B	375.65	0.00	2	0.00
TP-3	381.30	375.30	6.00	Bedrock Pinnacle @ 375.3	IT-2A	374.00	0.75	2	0.38
TP-4	382.00	376.00	6.00	Not Encountered @ 376.0	IT-2B	373.00	0.00	2	0.00
TP-5	382.60	372.60	10.00	Not Encountered @ 372.6	IT-3A	378.30	0.00	2	0.00
TP-6	385.30	375.30	10.00	Not Encountered @ 375.3	IT-3B	377.30	2.25	2	1.13
					IT-4A	379.00	0.00	2	0.00
					IT-4B	378.00	0.00	2	0.00
					IT-5A	375.65	0.00	2	0.00
					IT-5B	374.65	0.00	2	0.00
					IT-6A	378.50	0.00	2	0.00
					IT-6B	377.50	0.00	2	0.00

LEGEND PROPOSED PCSM CONTROL PLAN FEATURES

- NPDES PERMIT BOUNDARY
- BMP DISCHARGE POINT
- WATERSHED POINT OF INTEREST
- TEST PIT LOCATION

K&W
SINCE 2005

2201 North Front Street, Suite 200
Harrisburg, PA 17110
P: 717.635.2835
www.kandwengineers.com

CONSTRUCTION DOCUMENTS

MIDDLE SCHOOL ATHLETIC FACILITIES

FOR

LOWER DAUPHIN SCHOOL DISTRICT

BOROUGH OF HUMMELSTOWN

PROFESSIONAL SEAL

SCALE: AS SHOWN

DATE: FEBRUARY 26, 2026

K&W PROJECT: 2246.007

DRAWN BY: KLA

CAD DRAWING: 2246007-3.dwg

NO.	DATE	DESCRIPTION
1	03/31/2026	ADDENDUM 6
2		
3		
4		
5		
6		
7		

PLAN TYPE: **OVERALL PCSM PLAN**

SHEET: **C-105**



AIA® Document G701® – 2017

Change Order

PROJECT: *(Name and address)*
Lower Dauphin School District - Falcon
Fields - Additions and Renovations

CONTRACT INFORMATION:
Contract For: Site Construction

Date: 07-27-2026

CHANGE ORDER INFORMATION:
Change Order Number: 005

Date: 09-23-2026

OWNER: *(Name and address)*
Lower Dauphin School District
291 East Main Street
Hummelstown, PA 17036

ARCHITECT: *(Name and address)*
RLPS Architects
250 Valleybrook Drive
Lancaster, PA 17601
RLPS Project No.: 2025018

CONTRACTOR: *(Name and address)*
York Excavating Company, LLC
3180 East Prospect Road
York, PA 17402

THE CONTRACT IS CHANGED AS FOLLOWS:

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

1. Asphalt Index. \$8,239.63
2. COR 8004.3: Sinkhole Repair. \$20,080.32

The original Contract Sum was	\$	4,293,900.00
The net change by previously authorized Change Orders	\$	121,752.86
The Contract Sum prior to this Change Order was	\$	4,415,652.86
The Contract Sum will be increased by this Change Order in the amount of	\$	28,319.95
The new Contract Sum including this Change Order will be	\$	4,443,972.81

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be 05-01-2027

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

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

ARCHITECT *(Signature)*

BY: Christopher S. Linkey, AIA,
Partner

*(Printed name, title, and license
number if required)*

10/6/2026

Date

John Haldeman

Digitally signed by John
Haldeman
DN: cn=US, e=john@yecol.com,
o=York Excavating Company,
cn=John Haldeman
Date: 2026.10.08 16:17:53-0400

CONTRACTOR *(Signature)*

BY: John Haldeman, Senior Project
Manger

(Printed name and title)

10/8/26

Date

OWNER *(Signature)*

BY: Robert P. Hill, Jr., Board
President

(Printed name and title)

Date



3180 EAST PROSPECT ROAD, YORK, PA 17402-9506 PHONE (717) 755-0607

CHANGE ORDER REQUEST

ATTN:

CHANGE ORDER
NUMBER #8009
9/21/2026

PROJECT Falcon Field- On Site Paving

Asphalt Index and Hauling Adjustments

We regret having to impose fuel surcharge fees for material delivery, but it has become necessary to cover our significantly increase transportation cost.

Asphalt Index Adjustment

Mat. Type	Tons	Bid Index	Place Index	Index Difference	% Oil In Mix	Added Cost
25MM	855.72	\$588.00	\$789.00	\$201.00	0.035	\$6,019.99

*Asphalt Hauling Fuel Surcharge Adjustment

Estimated Tons	Bid Day Haul Rate	Base Fuel Price	Place Fuel Price	Fuel Difference	Haul Rate % Change	Added Haul Rate	Added Cost
855.72	\$4.00	\$4.00	\$5.35	\$1.35	21.60%	\$0.86	\$739.34

Subtotal of Adjustments	\$6,759.33
Sales Tax	\$405.56
Bond Costs	\$0.00
15% OH&P	\$1,074.73
Grand Total Of Adjustment	\$8,239.63

*Haul rate adjustments are calculated buy using U.S. Energy Information Administration (EIA) Central Atlantic Regain. The rate will be 4% of the freight rate for every \$.25 increment of the per gallon difference from \$3.76 per gallon to the place fuel rate. The fuel surcharge will be based on the index on the 1st. and 15th of every month.

APPROVAL: _____

DATE: _____

Y
York Excavating Company, LLC.
C

Excavating • Utilities • Grading • Paving

3180 East Prospect Rd York PA 17402 Phone 717.755.0607 Fax 717.755.4457

Request for Change

To: LOWER DAUPHIN SCHOOL DISTRICT
219 EAST MAIN STREET
HUMMELSTOWN, PA 17063

RFC No.: 8004.3
RFC Date: 9/21/2026

Project: FALCON FIELDS ADDITIONS & RENO

Project No.: 2631

FIX SINK HOLES WITH GUIDANCE FROM HILLIS-CARNES

Item Description	Hrs/ Qty	Rate	Tax	Total
FOREMAN	9	83.00		747.00
LABORER	11	70.00		770.00
SUPERINTENDENT	2	95.00		190.00
CASE CX80C MINI EXCAVATOR/OPER	7	165.00		1,155.00
VERMEER VACUUM TRUCK/OPER	15	355.00		5,325.00
ONE TON DUMP TRUCK/OPER	6	115.00		690.00
LINK BELT 225 EXCAVATOR/OPER	5	175.00		875.00
CASE CX90E EXCAVATOR/OPER	4	155.00		620.00
CONCRETE	16.00	135.00	129.60	2,289.60
FLOW FILL	39.00	115.00	269.10	4,754.10
R-4 STONE	21.91	20.00	26.29	464.49
#1 STONE	22.09	16.00	21.21	374.65

Description	Amount
Labor	1,707.00
Material	7,882.84
Equipment	8,665.00
Total Cost	18,254.84
10% OH&P	1,825.48
Request for Change Total	\$20,080.32

TO ACCOMMODATE THE NECESSARY ADDITIONAL TIME REQUIRED FOR THESE CHANGES,
PLEASE EXTEND THE CONTRACT COMPLETION DATE BY 0 DAYS.

JOHN HALDEMAN

Requested By

Approved By

DAILY T&M WORK REPORT

RECEIVED SEP 15 2026

Y
York Excavating Company LLC
C

3180 East Prospect Rd. York PA 17402 Phone: (717) 755-0607 Fax: (717) 755-4457

WORK ORDER NO. 22130

DATE 9/8/26

PROJECT NAME Falcon Field

PROJECT NO. 2631

BILL TO:

NAME _____

CHANGE ORDER NO. 8004

ADDRESS _____

CUSTOMER P.O. NO. _____

PHONE NO. _____

DESCRIPTION OF WORK (WHAT WAS DONE, AND WHERE)

Excavate and repair sink holes (4)(3)

MATERIALS

QUANTITY	DESCRIPTION	QUANTITY	DESCRIPTION
<u>35 yd</u>	<u>Flow Fill</u>		

LABOR AND EQUIPMENT

EMPLOYEE NAME	HOURS	POSITION	EQUIPMENT
<u>Chip Kelly</u>	<u>4</u>	<u>Operator</u>	
<u>Tyler Howell</u>	<u>6</u>	<u>Labor</u>	
<u>Dan Maist</u>	<u>5</u>	<u>Operator</u>	<u>#339</u>
<u>Ryhs Hersey</u>	<u>5</u>	<u>Vac</u>	<u>#159</u>
<u>Julce Geesey</u>	<u>5</u>	<u>Vac</u>	<u>#159</u>

REVIEWED & APPROVED BY: [Signature]

YORK EXCAVATING CO REPRESENTATIVE: Chip

DAILY T&M WORK REPORT

RECEIVED SEP 15 2026

Y York Excavating Company LLC C

3180 East Prospect Rd. York PA 17402 Phone: (717) 755-0607 Fax: (717) 755-4457

WORK ORDER NO. 22129DATE 9 10 26PROJECT NAME Falcon FieldPROJECT NO. 2631

BILL TO:

NAME _____

CHANGE ORDER NO. 8004

ADDRESS _____

CUSTOMER P.O. NO. _____

PHONE NO. _____

DESCRIPTION OF WORK (WHAT WAS DONE, AND WHERE)

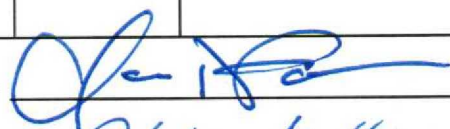
Excavate + evaluate sink holes

MATERIALS

QUANTITY	DESCRIPTION	QUANTITY	DESCRIPTION

LABOR AND EQUIPMENT

EMPLOYEE NAME	HOURS	POSITION	EQUIPMENT
Chip Kelly	5.2	Foreman	
Tyler Howell	2	Operator	#339
Tyler Boulons	5	Vac	#166
Ron Sensing	2	Labor	
Ron Williamson	2	Driver	#66
Chip Kelly	3	operator	#341

REVIEWED & APPROVED BY: YORK EXCAVATING CO REPRESENTATIVE: Chip Kelly

DAILY T&M WORK REPORT

RECEIVED SEP 15 2026

Y York Excavating Company LLC C

3180 East Prospect Rd. York PA 17402 Phone: (717) 755-0607 Fax: (717) 755-4457

WORK ORDER NO. 22131DATE 9/11/26PROJECT NAME Falcon FieldPROJECT NO. 82631

BILL TO:

NAME _____

CHANGE ORDER NO. 8004

ADDRESS _____

CUSTOMER P.O. NO. _____

PHONE NO. _____

DESCRIPTION OF WORK (WHAT WAS DONE, AND WHERE)

Fix Sink hole with Guidance From Hills + Caving
Sink hole in Visitor Grandstand Footers
Sink hole in storm run near pit #4

MATERIALS

QUANTITY	DESCRIPTION	QUANTITY	DESCRIPTION
<u>21.91</u>	<u>R-4</u>		
<u>22.09</u>	<u>#-1</u>		
<u>16 yds</u>	<u>Concrete</u>		
<u>4 yds</u>	<u>Flow Fill</u>		

LABOR AND EQUIPMENT

EMPLOYEE NAME	HOURS	POSITION	EQUIPMENT
<u>Chip Kelly</u>	<u>3</u>	<u>Foreman</u>	
<u>Chip Kelly</u>	<u>2</u>	<u>Operator</u>	<u>#341</u>
<u>Tyler Howell</u>	<u>4</u>	<u>Operator</u>	<u>368</u>
<u>Brett Boyles</u>	<u>4</u>	<u>Driver</u>	<u>#66</u>
<u>Rob Bair</u>	<u>2</u>	<u>Supervision</u>	
<u>Rob Sensing</u>	<u>3</u>	<u>Labor</u>	

REVIEWED & APPROVED BY: ChipYORK EXCAVATING CO REPRESENTATIVE: Chip

RECEIVED SEP 14 2026



BQ Concrete Holdings
118 Springwood Dr Ste 300
Lebanon, PA 17042

INVOICE

CUSTOMER ID:

INVOICE #: BQC-007278

DATE: 09/08/2026

BILL York Excavating Co LLC
TO: 3180 E Prospect Rd
York, PA 17402

Stay on top of your business by getting your
invoices & statements quicker by email -
enroll now at ar@byltermaterials.com!

REFERENCE #	SHIPPING METHOD	PAYMENT TERMS	DUE DATE
251 QUARRYS ROAD		Net 30 - FC	10/08/2026

TICKET #	ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT	
2003057 ✓	Grout Mix	Yard	10	\$115.00	\$1,150.00	T
2003062 ✓	Grout Mix	Yard	10	\$115.00	\$1,150.00	T
2003067 ✓	Grout Mix	Yard	10	\$115.00	\$1,150.00	T
2003073 ✓	Grout Mix	Yard	5	\$115.00	\$575.00	T

Subtotal	\$4,025.00
Sales Tax	\$241.50
Total	\$4,266.50

If payment has already been made, this copy is for your records.

2031
8054

TERMS: Payment is due according to the terms above. A service charge of 1.5% / month will be assessed on all past due balances.
PAYMENT METHODS ACCEPTED: Check, ACH, Visa/Mastercard (3% surcharge applied to credit card payments)

REMIT ADDRESS:	118 Springwood Dr Ste 300, Lebanon, PA 17042
ACCOUNTS PAYABLE CONTACT:	(717) 438-4800 ar@byltermaterials.com



AIA® Document G701® – 2017

Change Order

PROJECT: *(Name and address)*
Lower Dauphin School District - Falcon
Fields - Additions and Renovations

CONTRACT INFORMATION:
Contract For: Electrical Construction

Date: 04-16-2026

CHANGE ORDER INFORMATION:
Change Order Number: 003

Date: 10-12-2026

OWNER: *(Name and address)*
Lower Dauphin School District
291 East Main Street
Hummelstown, PA 17036

ARCHITECT: *(Name and address)*
RLPS Architects
250 Valleybrook Drive
Lancaster, PA 17601
RLPS Project No.: 2025018

CONTRACTOR: *(Name and address)*
MidState Mechanical & Electrical, LLC
121 W. Church Street
Dillsburg, PA 17019

THE CONTRACT IS CHANGED AS FOLLOWS:

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

1. PCO 6: Ground penetrating radar. \$3,552.00

The original Contract Sum was	\$	2,098,415.00
The net change by previously authorized Change Orders	\$	6,451.00
The Contract Sum prior to this Change Order was	\$	2,104,866.00
The Contract Sum will be increased by this Change Order in the amount of	\$	3,552.00
The new Contract Sum including this Change Order will be	\$	2,108,418.00

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be 05-01-2027

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

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

ARCHITECT *(Signature)*

BY: Christopher S. Linkey, AIA,
Partner

*(Printed name, title, and license
number if required)*

10/12/2026

Date

CONTRACTOR *(Signature)*

BY: William R. Powers, President
(Printed name and title)

10/12/2026

Date

OWNER *(Signature)*

BY: Robert P. Hill, Jr., Board
President

(Printed name and title)

Date



Pending Change Order: 6

Ground Penetrating Radar

Submission Date: 10/12/2026

Owner : Lower Dauphin School District
291 East Main Street
Hummelstown, PA 17036

Project: 26402. / Falcon Fields Add-Reno (EC)

Scope of Work: Ground penetrating Radar for existing site utility locating per attached quote

Description	Est Units	UM	Unit Cost	Est Hrs	Hrs Cost	Estimated Cost
Ground Penetrating Radar						
Site and Construction	0.00	LS	0.00	0.00	0.00	3,552.00
			Subtotal Item	1		3,552.00
Cost Type Recap:						Amount
11 Other						3,552.00
Subtotal Item						3,552.00
OH&P - Other					10.00%	355.00
Bond					1.00%	39.00
Adjustment:						-394.00
Requested Total For Item					1	3,552.00
Total For Change Order						3,552.00

At this time Midstate is not requesting a time extension as a result of this change proposal. If at a later date, it is determined this change to the work has extended the contract duration Midstate reserves the right to seek compensation for extension of time.

If you have questions please call me at 717-502-5003.

Approved By: Lower Dauphin School District

Submitted By: MidState Mechanical & Electrical, LLC

Signed: _____

Signed: 

By: _____

By: William R. Powers, President

Date: _____

Date: 10/12/2026

Blood Hound
Corporate Headquarters
6500 Technology Center Dr., Suite 200
Indianapolis, IN 46278



ESTIMATE

Created Date 9/10/2026
Expiration Date 12/9/2026
Estimate Number 141013

Customer MidState Mechanical & Electrical, LLC Name Will Powers
Billing Address 121 West Church Street, Suite 201 Email will.powers@midstateme.com
Dillsburg, PA 17019
US
Job Site Location 251 Quarry Rd, Hummelstown, PA, 17036

Product	Invoice Description	Quantity	Sales Price	Total Price
Advantage Locate (hourly) - Prevailing Wage	EM / GPR Locating (hourly rate) - Prevailing Wage	10.00	\$309.00	\$3,090.00
Mob - Single Tech (Hrly)*	Single Technician Mobilization (hourly rate)	3.00	\$154.00	\$462.00

Grand Total \$3,552.00

Scope of Work

Customer SOW Working on site lighting and conduit

BHUG SOW

Customer has requested an estimate for the following scope of work:

Locate all private utilities in multiple areas on the school property. Please see the attached print showing the scanning areas.

- All estimated values are subject to change (+/-) once the technician arrives on site and conducts a proper site assessment. A Not to Exceed amount can be provided upon request, this will increase the estimate.
- Client will only be invoiced for time needed to complete the stated SOW with a (2) TWO-HOUR MINIMUM plus trip charge where applicable. Customer is advised if less time onsite is required, invoicing will be reduced to no less than the minimum fee. Any additional time required on site to complete the task beyond the estimated/minimum time will be invoiced in 15-minute increments at the quoted hourly rate, upon customer approval.
- Estimated time onsite does not include time for any site-specific training, escorting or ingress / egress time which if required, shall be an additional billable charge up to and including exceeding the estimate.
- BHUG will attempt to locate public utilities to the best of our ability when requested, with the information provided. However, not having access to utility records, plans, maps or utility enclosures may be cause for some utilities to be unaccounted for, therefor it is always the customer responsibility to call 811.
- The performance of BHUG's services is limited to full and unobstructed access to include but not limited to mechanical rooms, manholes, hand holes, vaults, meter rooms, telecom rooms, fixtures (plumbing, electrical, communication), dispensers, fenced compounds, tanks and structures. It may be necessary to have parked vehicles or machinery moved to allow for a full scan and to access structures. Full cooperation from the on-site personnel is necessary to perform a complete survey.
- Any available as-builts, engineered or other record drawings, if available, should be supplied to us prior to providing an estimate and commencement of field work. Any drawings supplied to us after the estimate has been delivered to the customer will require a mandatory review of the estimate and potential revisions to the scope of work and associated pricing.

Blood Hound
Corporate Headquarters
6500 Technology Center Dr., Suite 200
Indianapolis, IN 46278

ESTIMATE

Created Date 9/10/2026
Expiration Date 12/9/2026
Estimate Number 141013



· Blood Hound will utilize a variation of electromagnetic (EM) equipment to locate detectable underground facilities on site as indicated by client. The following equipment will be employed:

1. GPR equipment (varies by region and technician) when deployed on site in all orientations this device will be used to detect subsurface features on site. These targets could be point or lineal features.
2. Limitations exist with this equipment as soil conditions, utility composition and installation methods are all factors. The scope of work and site conditions will determine the overall usage of this equipment.
3. Customer is advised that limitations exist in locating undetectable materials like plastic or HDPE or C900 without traceable wire attached, transite or concrete pipes, or Plastic Force Sewer Mains. Utility depths will be provided however the depths are approximates only. Refer to the attached Limitations of Services Document.

· Customer is advised that Blood Hound utilizes water-based paint and flags to identify any discoveries onsite. If this is an issue, Blood Hound must be made aware of this when scheduling. The MSDS is available upon request.

· Estimate DOES NOT include the use of Robotic or Push/Pull Cameras for assistance in locating Sewer Lines or Laterals. These lines would attempt to be marked by EM/Rodder if possible or GPR. If lines are not able to be completely located, Blood Hound will arrow the direction of each line leaving a manhole.

Client Deliverables Upon Completion of the Job

(Subject to site conditions and equipment used)

1. You will receive a PDF sketch showing the approximate, not-to-scale locations of designated utilities identified during the project.
2. You will receive a link to an interactive web version of the sketch that allows you to pan and zoom around the project area. This is not exportable.
3. Utilities will be painted and flagged in the field according to standard locating practices.
4. Site photographs of the work area and markings will be provided as permitted by site conditions.

· Quoted rates are exclusive to this estimate only.

· If the scope of work should change or is not accurately depicted within this estimate, please contact Blood Hound immediately for a revised estimate.

· This estimate is valid for 90 calendar days from date of issue.

Blood Hound will use electromagnetic (EM) and ground-penetrating-radar (GPR) equipment to locate private underground utilities at site indicated by client. All findings will be marked according to APWA standard. Customer is responsible for calling 811 for locates of any public utilities. If the scope of work should change or is different than that listed on estimate, please call our office for a revised estimate. Unless expressly noted, Vacuum Excavation estimates do not include any of the following services: Permitting, Traffic Control, Restoration, Special Restoration, Special Backfill or Waste Disposal. If you need any of those services please call our office for a revised estimate. Blood Hound is not responsible for the condition of the pipes or structures before or after jetting/clearing service is performed. Unsatisfactory conditions could be present within the structure and any services may bring those deficiencies to light. In the event of inclement weather, if the client still requests for crew to arrive on site, then the client will be responsible for minimum charges even if no work is performed.

Payment is due at the time of service, unless you already have an account with us. If you do have an account with us, payment terms are Net 30 days, unless otherwise stated in a pre-approved contract. To learn more, please call the office at 888-858-9830.

Blood Hound
Corporate Headquarters
6500 Technology Center Dr., Suite 200
Indianapolis, IN 46278



ESTIMATE

Created Date 9/10/2026
Expiration Date 12/9/2026
Estimate Number 141013

PRICE MAY VARY BASED ON ACTUAL TIME ON SITE. The above pricing is based only on the information supplied by the customer. If a site walk through has not been conducted, this may affect the price.

The Price on the estimate is the prevailing wage rate for the county stated. If this is not prevailing wage work, please call the office for a revised estimate.

The project estimate outlined in this specific proposal is valid for 90 days from the date of the proposal. Blood Hound reserves the right to review and adjust this estimate if client does not approve of the proposal within 90 days.

Please send all POs / Contracts to BHUGContracts@bhug.com.

We look forward to working with you.

By signing this Estimate the client acknowledges that they accept the scope of work listed on the estimate, as well as the service rates provided and are providing Blood Hound with a Notice To Proceed (NTP) for the listed Project. If the scope of work should change while the work is in progress, any changes will be documented on the technician's field notes and signed off on by the client. Signing this estimate also acknowledges that the client agrees to the terms and conditions as they relate to payment for services rendered.

Signature: William R. Powers

Printed Name: William R. Powers

Date Signed: 9/11/2026

CHANGE ORDER REQUEST No. CO #2

October 14, 2026

Mr. Jeremy Foose

Lower Dauphin School District
291 East Main Street
Hummelstown, PA 17036

Job Name: Lower Dauphin MS Falcon Fields
Job No.: HAR260120A

Dear Mr. Jeremy Foose:

Hillis-Carnes Engineering Associates, Inc. (HCEA) is submitting this Change Order Request No. 2 for geophysical services related to the project referenced above. Our current contract P260128HAR was authorized on 6/22/2026 by Lower Dauphin School District and our previous Change Order, CO#1. We are submitting this CO to outline additional fees incurred due to performing the task outlined in CO1 to be performed outside of regular business hours (work to commence from 2pm to 10pm). Below is a summary of the base contract and change order(s) request.

	Amount	Total Contract Value
Initial Contract P260128HAR	\$20,000	\$20,000
CO #1	\$66,960	\$86,960
CO Request #2	\$11,750	\$98,710

To authorize this Change Order Request, please sign the acceptance section below, or issue HCEA a separate Change Order agreement using the client's forms. Terms and Conditions of Service will remain as outlined in our current contract. If you have any questions or require any additional information, please do not hesitate to contact us.

Sincerely,

Hillis-Carnes Engineering Associates, Inc.



Nicholas White

Project Manager II
nwhite@hcea.com



Matthew J. Decker, PE
Principal Engineer/Branch Manager
mdecker@hcea.com

Corporate Headquarters - Annapolis Junction, MD

Maryland ♦ Washington, DC ♦ Delaware ♦ Pennsylvania ♦ Virginia ♦ New Jersey ♦ Florida ♦ Caribbean

HILLIS-CARNES
ENGINEERING ASSOCIATES

6951 Allentown Boulevard, Unit A

Harrisburg, PA 17112

Phone (717) 561-1623

Fax (717) 754-0084

www.hcea.com

Authorization of Change Order No. #2

Date of Acceptance: 10/19/2026

Phone No.: _____

Typed Name and Title: _____

Signature: _____

Robert P. Hill Jr., Board President

Hilton's Electronic Security
1787 W. Trindle Road
Suite 801
Carlisle, PA 17015 USA
+17172439475
shilton@hiltonsls.com



ADDRESS

Jeremy Foose
Lower Dauphin School District
291 E Main Street
Hummelstown, PA 17036

Estimate 5602

DATE 10/05/2026

DESCRIPTION	QTY	RATE	AMOUNT
Migrate Existing Access Control System at Middle School to Prodatakey. (Main Entrance Outer, Main Entrance Inner (add Reader), Gym, Dock, 6th Grade Hall)			
Install 12 Additional Doors of Access Control -Main Entrance Inner to School -Office Entrance (Beyond Mantrap) -6th Grade Stairwell -6th Grade Gaga Pitt -Encore Entrance -Cafeteria Entrance -7th Grade Halls (2) -8th Grade Halls (2) -Amphitheater Door -Boiler Room			
Remove Detex Door Alarms and Integrate Door Alarms into Access Control Platform - Install Readers Inside for Bypass			
Install IP Video Intercoms at Main Entrance and Dock Entrance			
Customer to Provide: PoE+ Switch Ports for All Devices (Door Controllers, I/O Modules, Intercoms) IP Video Phones for Receiving Video Feeds from Intercoms Configuration/Enrollment of Video Intercoms into Phone System Any Patching/Painting Where Existing Equipment is Removed (Where Applicable)			
Costars #040-E22-179			
Cloud Node with Single Door Controller, Ethernet Only - Connects System to Cloud Service	1	940.00	940.00
Single Door Controller - Ethernet	12	655.00	7,860.00
4 Door Controller - Ethernet	1	1,090.00	1,090.00

DESCRIPTION	QTY	RATE	AMOUNT
Multi Technology Mullion Reader - High Security, Prox, Bluetooth	10	310.00	3,100.00
Multi Technology Switchplate Reader - High Security, Prox, Bluetooth	18	345.00	6,210.00
8 Port Input/Output Board for Access Control System (For Local Door Alarms)	4	925.00	3,700.00
PoE++ Module for Door Controller	16	160.00	2,560.00
Electric Strike	10	480.00	4,800.00
Grade 1 Electric Strike For 4 7/8" Cutout	2	485.00	970.00
Piezo/Siren for Door Alarm	11	30.00	330.00
Momentary Door Release Switch	4	60.00	240.00
Door Loop Power Transfer	1	35.00	35.00
IP/SIP Video Intercom	2	575.00	1,150.00
Cat6 Cable - 1000' pull box	5	230.00	1,150.00
18Ga 2 Conductor Wire - 1000' box	5	225.00	1,125.00
Miscellaneous Electromechanical - Screws, Connectors, WireTies, Conduit and Fittings, Low Voltage Cabling, Patch Cables, etc.	1	750.00	750.00
Labor to Install (Prevailing Wage)	1	37,500.00	37,500.00
Access Control Annual Hosting Fee Per Door. This is a yearly ongoing fee for as long as you have this system in place.	17	96.00	1,632.00
Access Control Annual Hosting Fee For Second Reader on a Door. This is a yearly ongoing fee for as long as you have this system in place.	11	48.00	528.00
Prices quoted are valid for 30 days. If you have any questions or concerns about the offered services, please don't hesitate to call us. Thank you for the opportunity, Shawn Hilton - (717)385-1680 Perry Yingling - (717)422-6441			
TOTAL			\$75,670.00

Accepted By _____ Accepted Date 10/19/2026
 Robert P. Hill, Jr., Board President

LOWER DAUPHIN SCHOOL DISTRICT

291 East Main Street | Hummelstown, PA 17036

Phone: (717) 566-5300

FACILITY USE AGREEMENT

This Facility Use Agreement (“Agreement”) is made and entered into this 19th day of October, 2026, **by and between the Lower Dauphin School District (“District”) and Lower Dauphin Youth Wrestling (“Organization”)**, a youth sports organization.

1. PURPOSE

The District agrees to permit the Organization to use designated school facilities in accordance with Board Policy 707. This Agreement supports youth athletic programming while ensuring that such use does not interfere with the District’s educational mission, operations, or school-sponsored activities.

2. TERM

This Agreement shall commence on October 13th, 2026 and terminate on June 30th, 2026 unless sooner terminated in accordance with this Agreement.

All facility use permissions shall automatically expire on June 30 of the applicable school year unless extended with Board approval.

3. FACILITIES (PREMISES)

The District agrees to make the following facilities available:

- Lower Dauphin High School Mat Room
- Falcon Fields Fieldhouse

*Schedules for each space will be communicated in advance through the athletic office

Approved Uses:

- Use of the mat room and fieldhouse for practices and (1) dual invitational per season

4. APPLICATION AND APPROVAL

The Organization shall:

- Submit all requests through the District's facility management system or through athletic office and building principals
- Provide detailed schedules, attendance, and activity descriptions

Use is subject to availability and District priority.

5. PRIORITY OF USE

Use of facilities shall follow Policy 707 priority:

1. District programs
2. District-affiliated groups
3. Non-profit community/youth organizations

District programs may displace scheduled use at any time

6. FEES AND COSTS

Typical Costs (for information only): It should be noted that since your participants encompass at least 80% Lower Dauphin residents, your organization would typically be classified as a Group 3 applicant according to Policy 707. Based upon your past usage, the fee structure according to policy would be the following.

Facility	Frequency	Cost (Group 3)	Totals
High School Mat Room	49 dates, Mon-Thurs 6:00-7:30PM	\$45/hour	\$3,307.50
Fieldhouse Multi-purpose Room	57 dates, Mon-Thurs 6:00-7:30	\$25/hour	\$2,137.50
Custodian Fees	106 hours	\$50/hour	\$5,300

As an organization that regularly utilizes District facilities, you may negotiate an annual facility-use agreement outside these fee structures notated as a Group 5 applicant.

Agreed Upon Costs and Fees:

For the 2026-2027 school year, you will not incur any fees to align with past practice between the District and your organization.

The District is providing advance notice that, beginning with the 2027–2028 school year, the assessment of fees will be negotiated to more closely align with the structure outlined in Policy 707, as noted above.

7. SUPERVISION AND SAFETY

The Organization shall:

- Designate one (1) responsible individual present at all times to manage the event
 - Provide proper supervision for participants and spectators
 - Ensure compliance with all laws and District policies
-

8. USE RESTRICTIONS

The following are strictly prohibited:

- Alcohol, drugs, and tobacco products
- Weapons
- Gambling (unless properly licensed)
- Political advocacy events

Use is limited strictly to approved times, locations, and purposes.

9. FACILITY CARE AND DAMAGE

The Organization agrees to:

- Use facilities in a safe and respectful manner.
- Leave all spaces clean and orderly.

- Remove all trash at the end of each day and empty it into the dumpster.
- Return furniture and equipment to original locations.
- Refrain from attaching decorations, signs, or materials to walls, floors, ceilings, or equipment without prior approval.
- Report any damage immediately.

The Organization shall be responsible for repair or replacement costs resulting from damage, beyond normal wear and tear, theft, and vandalism caused by participants, guests, or contractors.

If, following the use of District facilities, the premises require cleaning, trash removal, or other custodial services beyond the ordinary level of cleaning contemplated as part of the facility-use agreement, the District may assess the organization a \$200 excess cleaning fee per date of occurrence. The fee may be assessed when the organization fails to leave the facility, grounds, or related areas in a clean and orderly condition, including, but not limited to, excessive trash or debris, food or beverage waste, or other conditions requiring additional custodial services. The District reserves the right to assess additional costs when the actual expense of restoring the facility exceeds the \$200 fee.

All vehicles associated with the Organization shall be parked only in designated parking areas and spaces. Vehicles parked in fire lanes, emergency access areas, handicapped-accessible spaces without proper authorization, reserved spaces, loading zones, athletic fields, sidewalks, grass areas, driveways, or any other area not specifically designated for parking is strictly prohibited, and are subject to towing at the vehicle owner's expense. The District reserves the right to have unauthorized vehicles removed by Mars Towing, 6861 Blue Ridge Avenue, Harrisburg, PA 17112, (717) 540-6277, in accordance with applicable law. The Facility User is responsible for communicating and enforcing these requirements with its participants, employees, guests, spectators, vendors, and invitees. Repeated parking violations may result in suspension or revocation of facility-use privileges.

11. INSURANCE AND INDEMNIFICATION

The Organization shall maintain general liability insurance throughout the term of this Agreement.

Minimum coverage:

Commercial General Liability of \$1,000,000 per occurrence, \$2,000,000 aggregate

The Organization shall provide a Certificate of Insurance naming the Lower Dauphin School District, its Board of School Directors, officers, employees, and agents as Additional Insureds.

Proof of insurance shall be submitted prior to the first use of District facilities.

The Organization agrees to indemnify and hold harmless the District from all claims arising from facility use.

13. CANCELLATION AND TERMINATION

The District may cancel or terminate use:

- For school needs
 - Emergencies or weather closures
 - Policy violations
 - Unplayable field conditions
-

14. NON-ASSIGNMENT

The Organization may not assign or transfer this Agreement without prior written consent.

15. ADVERTISING DISCLAIMER

All materials must include:

“THIS EVENT, PROGRAM, OR GROUP IS NOT SPONSORED OR ENDORSED BY THE LOWER DAUPHIN SCHOOL DISTRICT.”

16. POLICY 707 COMPLIANCE STATEMENT

The following statement is incorporated verbatim:

“I hereby petition the School District for use of school facilities and/or grounds for the dates and reasons indicated on this application form. I certify that I have reviewed the policies and regulations applicable for use of school facilities and agree, on behalf of the organization and individuals that will make use of the facilities, to be responsible for adhering to the policies and regulations applicable for use of the facilities and grounds. I further agree, on behalf of myself and the organization I represent, to be financially responsible for payment of applicable charges and for any damages that might result from such use. I understand that damage assessment shall be established by the School

District through their normal bids and/or quotations procedures. Applicants are reminded that false statements may be subject to the provisions of the Pennsylvania Criminal Code (18 CSPA 4904).”

17. GOVERNING LAW

This Agreement shall be governed by Pennsylvania law. Venue shall be Dauphin County.

18. SIGNATURES

IN WITNESS WHEREOF, the parties have executed this Agreement.

LOWER DAUPHIN SCHOOL DISTRICT

By: _____

By: _____

Date: _____

ORGANIZATION

Organization Name: _____

By: _____

Name & Title

Date: _____

LOWER DAUPHIN SCHOOL DISTRICT

291 East Main Street | Hummelstown, PA 17036

Phone: (717) 566-5300

FACILITY USE AGREEMENT

This Facility Use Agreement (“Agreement”) is made and entered into this 19th day of October, 2026, **by and between the Lower Dauphin School District (“District”) and Lower Dauphin Youth Basketball (“Organization”)**, a youth sports organization.

1. PURPOSE

The District agrees to permit the Organization to use designated school facilities in accordance with Board Policy 707. This Agreement supports youth athletic programming while ensuring that such use does not interfere with the District’s educational mission, operations, or school-sponsored activities.

2. TERM

This Agreement shall commence on October 13th, 2026 and terminate on June 30th, 2026 unless sooner terminated in accordance with this Agreement.

All facility use permissions shall automatically expire on June 30 of the applicable school year unless extended with Board approval.

3. FACILITIES (PREMISES)

The District agrees to make the following facilities available:

-Lower Dauphin Middle School Gymnasium

-Elementary School gymnasiums including Conewago, South Hanover, East Hanover, Nye, and Londonderry

*Schedules for each gymnasium will be communicated in advance through the Athletic Director or building principals

Approved Uses:

- Use of gymnasiums for practices and games when applicable
-

4. APPLICATION AND APPROVAL

The Organization shall:

- Submit all requests through the District's facility management system or through athletic office and building principals
- Provide detailed schedules, attendance, and activity descriptions

Use is subject to availability and District priority.

5. PRIORITY OF USE

Use of facilities shall follow Policy 707 priority:

1. District programs
2. District-affiliated groups
3. Non-profit community/youth organizations

District programs may displace scheduled use at any time

6. FEES AND COSTS

Typical Costs (for information only): It should be noted that since your participants encompass at least 80% Lower Dauphin residents, your organization would typically be classified as a Group 3 applicant according to Policy 707. Based upon your past usage, the fee structure according to policy would be the following.

Facility	Frequency	Cost (Group 3)	Totals
South Hanover Gym	50 dates, Mon-Fri 2 hours per day	\$45/hour	\$4500
Conewago Gym	50 dates, Mon-Fri 2 hours per day	\$45/hour	\$4500
Londonderry Gym	50 dates, Mon-Fri 2 hours per day	\$45/hour	\$4500

East Hanover Gym	50 dates, Mon-Fri 2 hours per day	\$45/hour	\$4500
Middle School Gym	Weeknights: 58 dates, Mon-Fri, 2 hours per day Saturdays: 17 dates, 8 hours per day	\$45/hour \$5,220 \$6,120 = \$11,340	\$11,340
Custodial Fees	388 total hours	\$50 per hour	\$19,400

As an organization that regularly utilizes District facilities, you may negotiate an annual facility-use agreement outside these fee structures notated as a Group 5 applicant.

Agreed Upon Costs and Fees:

For the 2026-2027 school year, you will not incur any fees to align with past practice between the District and your organization.

The District is providing advance notice that, beginning with the 2027–2028 school year, the assessment of fees will be negotiated to more closely align with the structure outlined in Policy 707, as noted above.

7. SUPERVISION AND SAFETY

The Organization shall:

- Designate one (1) responsible individual present at all times to manage the event
- Provide proper supervision for participants and spectators
- Ensure compliance with all laws and District policies

8. USE RESTRICTIONS

The following are strictly prohibited:

- Alcohol, drugs, and tobacco products
- Weapons

- Gambling (unless properly licensed)
- Political advocacy events

Use is limited strictly to approved times, locations, and purposes.

Equipment

- Scoreboard at the middle school may be used on game days
-

9. FACILITY CARE AND DAMAGE

The Organization agrees to:

- Use facilities in a safe and respectful manner.
- Leave all spaces clean and orderly.
- Remove all trash at the end of each day and empty it into the dumpster.
- Lock all doors when finished for the day
- Return furniture and equipment to original locations.
- Refrain from attaching decorations, signs, or materials to walls, floors, ceilings, or equipment without prior approval.
- Report any damage immediately.

The Organization shall be responsible for repair or replacement costs resulting from damage, beyond normal wear and tear, theft, and vandalism caused by participants, guests, or contractors.

If, following the use of District facilities, the premises require cleaning, trash removal, or other custodial services beyond the ordinary level of cleaning contemplated as part of the facility-use agreement, the District may assess the organization a \$200 excess cleaning fee per date of occurrence. The fee may be assessed when the organization fails to leave the facility, grounds, or related areas in a clean and orderly condition, including, but not limited to, excessive trash or debris, food or beverage waste, or other conditions requiring additional custodial services. The District reserves the right to assess additional costs when the actual expense of restoring the facility exceeds the \$200 fee.

All vehicles associated with the Organization shall be parked only in designated parking areas and spaces. Vehicles parked in fire lanes, emergency access areas, handicapped-accessible spaces without proper authorization, reserved spaces, loading zones, athletic fields, sidewalks, grass areas, driveways, or any other area not specifically designated for parking is strictly prohibited, and are subject to towing at the vehicle owner's expense. The District reserves the right to have unauthorized vehicles removed by Mars Towing, 6861 Blue Ridge Avenue, Harrisburg, PA 17112, (717) 540-6277, in accordance with applicable law. The Facility User is responsible for communicating and enforcing these requirements with its participants, employees, guests, spectators, vendors, and invitees. Repeated parking violations may result in suspension or revocation of facility-use privileges.

11. INSURANCE AND INDEMNIFICATION

The Organization shall maintain general liability insurance throughout the term of this Agreement.

Minimum coverage:

Commercial General Liability of \$1,000,000 per occurrence, \$2,000,000 aggregate

The Organization shall provide a Certificate of Insurance naming the Lower Dauphin School District, its Board of School Directors, officers, employees, and agents as Additional Insureds.

Proof of insurance shall be submitted prior to the first use of District facilities.

The Organization agrees to indemnify and hold harmless the District from all claims arising from facility use.

13. CANCELLATION AND TERMINATION

The District may cancel or terminate use:

- For school needs
- Emergencies or weather closures
- Policy violations
- Unplayable field conditions

14. NON-ASSIGNMENT

The Organization may not assign or transfer this Agreement without prior written consent.

15. ADVERTISING DISCLAIMER

All materials must include:

“THIS EVENT, PROGRAM, OR GROUP IS NOT SPONSORED OR ENDORSED BY THE LOWER DAUPHIN SCHOOL DISTRICT.”

16. POLICY 707 COMPLIANCE STATEMENT

The following statement is incorporated verbatim:

“I hereby petition the School District for use of school facilities and/or grounds for the dates and reasons indicated on this application form. I certify that I have reviewed the policies and regulations applicable for use of school facilities and agree, on behalf of the organization and individuals that will make use of the facilities, to be responsible for adhering to the policies and regulations applicable for use of the facilities and grounds. I further agree, on behalf of myself and the organization I represent, to be financially responsible for payment of applicable charges and for any damages that might result from such use. I understand that damage assessment shall be established by the School District through their normal bids and/or quotations procedures. Applicants are reminded that false statements may be subject to the provisions of the Pennsylvania Criminal Code (18 CSPA 4904).”

17. GOVERNING LAW

This Agreement shall be governed by Pennsylvania law. Venue shall be Dauphin County.

18. SIGNATURES

IN WITNESS WHEREOF, the parties have executed this Agreement.

LOWER DAUPHIN SCHOOL DISTRICT

By: _____

By: _____

Date: _____

ORGANIZATION

Organization Name: _____

By: _____

Name & Title

Date: _____

Group 5 Facility Use Agreement: Community ELD Class at LDMS

FACILITY USE AGREEMENT

This Facility Use Agreement ("Agreement") is made and entered into this 19 day of October, 2026, by and between Lower Dauphin School District and Carolyn D. Leiberher

1. Purpose

The District agrees to permit the Community ELD class lead by Carolyn D Leiberher to use a designated classroom at the Middle School in accordance with Board Policy 707. This Agreement supports community programming for District residents while ensuring that such use does not interfere with the District's educational mission, operations, or school-sponsored activities.

2. Term

This Agreement shall commence on October 19, 2026 and terminate on May 26, 2027, unless sooner terminated in accordance with this Agreement.

The Organization's scheduled use shall occur weekly on Wednesdays, beginning October 21, 2026 and ending May 26, 2027. No use is permitted after May 26, 2027 unless approved in writing by the District.

All facility use permissions shall automatically expire on May 26, 2027 unless extended with Board approval.

3. Facilities (Premises)

The District agrees to make the following space available:

- Middle School Classroom and Library

Scheduled use time: Wednesdays, 6:00 PM to 7:30 PM, including set-up and clean-up.

Access is limited to the designated classroom, the nearest public restrooms, and the entrance and route designated by the District. All other areas of the building are off limits. Schedule changes will be communicated in advance through the Middle School Principal's office or the District's facility management system.

Approved Uses:

- Weekly meetings of the Organization's resident members of the community ELD class

4. Application and Approval

The Organization shall:

- Submit all requests through the District's facility management system or the Middle School office
- Provide the meeting schedule, expected attendance, and a description of activities

Use is subject to availability and District priority.

5. Priority of Use

Use of facilities shall follow Policy 707 priority:

1. District programs
2. District-affiliated groups
3. Non-profit community organizations and resident groups

District programs may displace scheduled use at any time.

6. Fees and Costs

As an organization that regularly utilizes District facilities, you may negotiate an annual facility-use agreement outside these fee structures notated as a Group 5 applicant.

Agreed Upon Costs and Fees: The District waives rental fees for the Organization's use of the classroom, library, and restrooms under this Agreement.

It should be noted that your organization would typically be classified as a Group 3 applicant according to Policy 707. The rental fee for Group 3 applicants for a middle school classroom would be \$0 per hour, and \$20 per hour for the library. That equates to a facility rental cost of \$870 for the proposed 29 dates. Additionally, the assessed custodial fee would be waived for a Group 3 applicant.

This waiver does not release the Organization from financial responsibility for damage, theft, vandalism, or additional cleaning or custodial costs described in Section 9. If use extends beyond the scheduled time or requires custodial staff outside regular hours, the District may charge the associated costs.

7. Supervision and Safety

The Organization shall:

- Designate one (1) responsible individual present at all times to manage each meeting
- Provide proper supervision for all participants and guests
- Keep participants within the designated classroom and approved access route
- Ensure compliance with all laws and District policies

The Organization shall not hold meetings while students are in the building unless the District has approved the schedule and entrance in advance.

8. Use Restrictions

The following are strictly prohibited:

- Alcohol, drugs, and tobacco products
- Weapons
- Gambling (unless properly licensed)
- Political advocacy events
- Sales, solicitation, or fundraising on District property

Use is limited strictly to approved times, locations, and purposes.

Equipment

- District technology, network, and audio-visual equipment may not be used unless approved in advance by the District
- Classroom furniture, supplies, and student materials may not be moved, removed, or used, except as needed for set-up and returned to their original arrangement

9. Facility Care and Damage

The Organization shall:

- Leave the classroom clean and orderly after each meeting
- Remove all trash and personal items at the end of each meeting
- Return furniture to its original arrangement
- Report damage immediately to the Middle School office
- Not alter, post on, or attach anything to walls, boards, or furnishings

The Organization is financially responsible for:

- Damage to facilities or equipment
- Theft or vandalism
- Additional cleaning costs

If, following the use of District facilities, the premises require cleaning, trash removal, or other custodial services beyond the ordinary level of cleaning contemplated as part of the facility-use agreement, the District may assess the organization a \$50 excess cleaning fee per event. The fee may be assessed when the organization fails to leave the facility, grounds, or related areas in a clean and orderly condition, including, but not limited to, excessive trash or debris, food or beverage waste, or other conditions requiring additional custodial services. The District reserves the right to assess additional costs when the actual expense of restoring the facility exceeds the \$50 fee.

All vehicles associated with the Organization shall be parked only in designated parking areas and spaces. Vehicles parked in fire lanes, emergency access areas, handicapped-accessible spaces without proper authorization, reserved spaces, loading zones, athletic fields, sidewalks, grass areas, driveways, or any other area not specifically designated for parking is strictly prohibited, and are subject to towing at the vehicle owner's expense. The District reserves the right to have unauthorized vehicles removed by Mars Towing, 6861 Blue Ridge Avenue, Harrisburg, PA 17112, (717) 540-6277, in accordance with applicable law. The Facility User is responsible for communicating and enforcing these requirements with its participants, employees, guests, spectators, vendors, and invitees. Repeated parking violations may result in suspension or revocation of facility-use privileges.

10. Cancellation and Termination

The District may cancel or terminate use:

- For school needs
- Emergencies, weather closures, or school cancellations or delays
- Policy violations
- Unsafe or unavailable facility conditions

The District will make reasonable efforts to notify the Organization in advance. Meetings cancelled by the District are not required to be rescheduled.

11. Non-Assignment

The Organization may not assign or transfer this Agreement without prior written consent.

12. Policy 707 Compliance Statement

The following statement is incorporated verbatim:

"I hereby petition the School District for use of school facilities and/or grounds for the dates and reasons indicated on this application form. I certify that I have reviewed the policies and regulations applicable for use of school facilities and agree, on behalf of the organization and individuals that will make use of the facilities, to be responsible for adhering to the policies and regulations applicable for use of the facilities and grounds. I further agree, on behalf of myself and the organization I represent, to be financially responsible for payment of applicable charges and for any damages that might result from such use. I understand that damage assessment shall be established by the School District through their normal bids and/or quotations procedures. Applicants are reminded that false statements may be subject to the provisions of the Pennsylvania Criminal Code (18 CSPA 4904)."

13. Signatures

IN WITNESS WHEREOF, the parties have executed this Agreement.

Lower Dauphin School District

Carolyn D. Leiberher



BOARD POLICY

204.1 Virtual Attendance and Wellness Checks

POLICY NUMBER	REVISED	VERSION	DOCUMENT STATUS
204.1	9/30/2026	v1.1	UNDER-REVIEW
WORKFLOW	PRINTED		
First Reading	9/30/2026		

■ Proposed addition ■ Proposed deletion

PURPOSE

This policy establishes standards for wellness checks for students who receive academic instruction exclusively through the district's virtual instruction program for the full school year. Wellness checks are conducted to verify attendance and to facilitate the safety and well-being of students.

AUTHORITY

The Board directs the maintenance of a wellness check process that complies with state law.[\[1\]](#)

This policy shall be posted on the district's publicly accessible website.[\[1\]](#)

DEFINITION

District employee/representative – a district teacher, administrator or other district representative who is subject to mandated reporter requirements for child abuse under the Child Protective Services Law.[\[2\]](#)[\[3\]](#)

DELEGATION OF RESPONSIBILITY

The Superintendent or designee shall be responsible for implementing this policy.

It shall be the responsibility of the designated district employee/representative to administer wellness check procedures in accordance with applicable law and this policy.

GUIDELINES

Weekly Wellness Checks

Weekly wellness checks must be conducted for each student enrolled in the district's virtual instruction program who receives academic instruction exclusively through virtual means for the full school year.[\[1\]](#)

At least once during any week consisting of three (3) or more full or partial academic instructional days, a district employee/representative shall ensure that each student is visibly seen and communicated with in real time either; in person or through electronic means.[\[1\]](#)

Wellness Check Methods

Acceptable methods of conducting wellness checks include:[\[1\]](#)

1. A student turning on a webcam and the district employee/representative visibly seeing and communicating with the student during synchronous online instruction.
2. Virtual or face-to-face participation by the student in any of the following activities:
 - a. Health screenings.
 - b. Standardized testing.
 - c. Advising sessions.
 - d. Tutoring sessions.
 - e. In person, school-sponsored activities chaperoned by a district employee/representative.

Excused Absence Exemptions

A student may be exempt from a wellness check on the day a check is attempted if the student has an excused absence pursuant to applicable attendance requirements.[\[1\]](#) [\[4\]](#)[\[5\]](#)

If this occurs, the district shall conduct the wellness check on the next school day or another school day during the same week. If a student has an excused absence for all school days during the same week, the student shall be exempt from the wellness check requirement for that week.[\[1\]](#) [\[4\]](#)[\[5\]](#)

Internet or Power Outage Exemptions

A student may be exempt from a wellness check when the student's household experiences a documented Internet or power outage during the day and time of the attempted wellness check.[\[1\]](#)

If this occurs, the district shall conduct the wellness check on the next school day or another school day during the same week following resolution of the outage.[\[1\]](#)

The student's parent/guardian shall provide documentation of the outage to the district as soon as possible.[\[1\]](#)

Failure to Complete a Required Wellness Check

Within one (1) school day after a student fails to complete a required wellness check, the district shall:[\[1\]](#)

1. Make documented and ongoing efforts to complete the required wellness check and contact the student's parent/guardian using at least two (2) different methods of communication; and
2. Provide written notice to the parent/guardian, in the parent's/guardian's preferred language, stating that the required wellness check has not been completed.

Wellness Review Conference

If the required wellness check is not completed within three (3) school days following the issuance of written notice, the district shall immediately schedule a wellness review conference to occur within one (1) school day. The wellness review conference may be conducted in person or through electronic means.[\[1\]](#)

The wellness review conference will be conducted to:[\[1\]](#)

1. Complete the required wellness check through real-time visual interaction with the student;
2. Reestablish communication with the student and the student's parent/guardian; and
3. Identify interventions to facilitate future participation in wellness checks.

The wellness review conference shall convene as scheduled regardless of whether the student or the student’s parent/guardian participates.^[1]

In-Person Wellness Check

If a student does not participate in the wellness review conference, the district must conduct an in-person wellness check within twenty-four (24) hours of the scheduled conference, even if this time period falls on a weekend or holiday.^[1]

~~{ } When the district has been unable to reach or obtain a response from the student or the student’s parent/guardian, the Superintendent or designee shall consult with the district solicitor for guidance.~~

Wellness Check Records

The district shall maintain accurate records of all wellness checks, including the date, time, method, and outcome of each check.^[1]

District administrators are prohibited from altering attendance records for wellness checks after a wellness check has been performed, except to correct an identified error.^[1]

Reporting Requirements

Any district employee/representative who observes an indications of abuse, neglect or harm to a child during a wellness check, wellness review conference, or related contact, the district employee/representative is required to report the concerns in accordance with law and Board policy.^{[1][2][3]}

The district shall maintain documentation sufficient to demonstrate compliance with this policy and applicable law.^[1]

Such documentation shall be provided to the Pennsylvania Department of Education (PDE) upon request. Failure to comply ~~with the~~ with such requests may result in:^[1]

- 1. A requirement to report to PDE the date, time and method of each wellness check for ~~each~~ every student enrolled exclusively in the district’s virtual instruction program.
- 2. Mandating district educators, administrators and staff to complete child abuse recognition, prevention and reporting training annually.
- 3. Requiring the district to meet in person with ~~each~~ every student enrolled in a virtual instruction program at least once during the school year following the school year in which the district was found to be out of compliance.
- 4. Prohibiting the district from being awarded a competitive state grant by PDE until the district demonstrates compliance.

Legal Footnotes

[1] 24 P.S. 1327.4
LEGAL REFERENCE

[2] 23 Pa. C.S.A. 6301 et seq
LEGAL REFERENCE

[3] Pol. 806 — Child Abuse
POLICY REFERENCE

[4] 24 P.S. 1329
LEGAL REFERENCE



BOARD POLICY

246 School Wellness

POLICY NUMBER	REVISED	VERSION	DOCUMENT STATUS
246	10/19/2026	V2.1	UNDER-REVIEW
WORKFLOW	PRINTED		
First Reading	10/7/2026		

■ Proposed addition ■ Proposed deletion

PURPOSE

Lower Dauphin School District recognizes that student wellness and proper nutrition are related to students' physical well-being, growth, development and readiness to learn. The Board is committed to providing a school environment that promotes student wellness, proper nutrition, nutrition education and promotion, and regular physical activity as part of the total learning experience. In a healthy school environment, students will learn about and participate in positive dietary and lifestyle practices that can improve student achievement.

AUTHORITY

The Board adopts this policy based on the recommendations of the Wellness Committee and in accordance with federal and state laws and regulations.^{[2][3]}

To ensure the health and well-being of all students, the Board establishes that the district shall provide to students:

1. A comprehensive nutrition program consistent with federal and state requirements.
2. Access at reasonable cost to foods and beverages that meet established nutrition guidelines.
3. Physical education courses and opportunities for developmentally appropriate physical activity during the school day.
4. Curriculum and programs for grades K-12 that are designed to educate students about proper nutrition and lifelong physical activity, in accordance with State Board of Education curriculum regulations and academic standards.

DELEGATION OF RESPONSIBILITY

The Superintendent or designee shall be responsible for the implementation and oversight of this policy to ensure each of the district's schools, programs and curriculum is compliant with this policy, related policies and established guidelines or administrative regulations.^{[2][3]}

Each building principal or designee shall annually report to the Superintendent or designee regarding compliance in his/her school.^[3]

Staff members responsible for programs related to school wellness shall report to the Superintendent or designee regarding the status of such programs.

{X } The Superintendent or designee shall annually report to the Board on the district's compliance with law and policies related to school wellness. The report may include:

1. { } Assessment of school environment regarding school wellness issues.
2. { } Evaluation of food services program.
3. {X } Review of all foods and beverages sold in schools for compliance with established nutrition guidelines.
4. { } Listing of activities and programs conducted to promote nutrition and physical activity.
5. {X } Recommendations for policy and/or program revisions.
6. {X } Suggestions for improvement in specific areas.
7. {X } Feedback received from district staff, students, parents/guardians, community members and the Wellness Committee.

The Superintendent or designee and the established Wellness Committee shall conduct an assessment at least once every three (3) years on the contents and implementation of this policy as part of a continuous improvement process to strengthen the policy and ensure implementation. This triennial assessment shall be made available to the public in an accessible and easily understood manner and include:^{[2][3]}

1. The extent to which each district school is in compliance with law and policies related to school wellness.
2. The extent to which this policy compares to model wellness policies.
3. A description of the progress made by the district in attaining the goals of this policy.

At least once every three (3) years, the district shall update or modify this policy as needed, based on the results of the most recent triennial assessment and/or as district and community needs and priorities change; wellness goals are met; new health science, information and technologies emerge; and new federal or state guidance or standards are issued.^[3]

The district shall annually inform and update the public, including parents/guardians, students, and others in the community, about the contents, updates and implementation of this policy via the district website, student handbooks, newsletters, posted notices and/or other efficient communication methods. This annual notification shall include information on how to access the School Wellness policy; information about the most recent triennial

assessment; information on how to participate in the development, implementation and periodic review and update of the School Wellness policy; and a means of contacting Wellness Committee leadership.^{[2][3]}

For school screening purposes, student height and weight may only be collected by a school nurse or other health care practitioner. Parents or guardians may request an exemption in writing and school entities must notify parents and guardians of the process by which to request an exemption.

BMI calculations are limited to state reporting purposes. BMI data submitted to the PA Department of Health must exclude personally identifiable information. Schools may not provide a student's BMI to the student or parent without written parent/guardian permission. BMI may not be calculated as part of academic instruction (including Physical Education or Health classes) and the calculation must be performed by a school nurse or other health care practitioner employed by the school entity for that sole purpose. Any collection of height and weight for instruction must be confidential.

GUIDELINES

Recordkeeping

The district shall retain records documenting compliance with the requirements of the School Wellness policy, which shall include:^{[3][4]}

1. The written School Wellness policy.
2. Documentation demonstrating that the district has informed the public, on an annual basis, about the contents of the School Wellness policy and any updates to the policy.
3. Documentation of efforts to review and update the School Wellness policy, including who is involved in the review and methods used by the district to inform the public of their ability to participate in the review.
4. Documentation demonstrating the most recent assessment on the implementation of the School Wellness policy and notification of the assessment results to the public.

Wellness Committee

The district shall establish a Wellness Committee comprised of, but not necessarily limited to, at least one (1) of each of the following: School Board member, district administrator, district food service representative, student, parent/guardian, school health professional, physical education teacher and member of the public. It shall be the goal that committee membership will include representatives from each school building and reflect the diversity of the community.^[2]

The Wellness Committee shall serve as an advisory committee regarding student health issues and shall be responsible for developing, implementing and periodically reviewing and updating a School Wellness policy that complies with law to recommend to the Board for adoption.

The Wellness Committee shall review and consider evidence-based strategies and techniques in establishing goals for nutrition education and promotion, physical activity and other school based activities that promote student wellness as part of the policy development and revision process.^[2]

{ } Advisory Health Council

{ } An Advisory Health Council may be established by the Superintendent to study student health issues and to assist in organizing follow-up programs.^[5]

{ } The Advisory Health Council may examine related research, assess student needs and the current school environment, review existing Board policies and administrative regulations, and raise awareness about student health issues.

{ } The Advisory Health Council may make policy recommendations to the Board related to other health issues necessary to promote student wellness.

{ } The Advisory Health Council may survey parents/guardians and/or students; conduct community forums or focus groups; collaborate with appropriate community agencies and organizations; and engage in similar activities, within the budget established for these purposes.

{ } The Advisory Health Council shall provide periodic reports to the Superintendent or designee regarding the status of its work, as required.

~~Individuals who conduct student medical and dental examinations shall submit to the Advisory Health Council annual reports and later reports on the remedial work accomplished during the year, as required by law.^[5]~~

Nutrition Education

Nutrition education will be provided within the sequential, comprehensive health education program in accordance with curriculum regulations and the academic standards for Health, Safety and Physical Education, and Family and Consumer Sciences.^{[6][7][8]}

{ **X** } Nutrition education in the district shall teach, model, encourage and support healthy eating by students. Promoting student health and nutrition enhances readiness for learning and increases student achievement.

{ **X** } Nutrition education shall provide all students with the knowledge and skills needed to lead healthy lives.

{ **X** } Nutrition education lessons and activities shall be age-appropriate.

{ **X** } Nutrition curriculum shall teach behavior-focused skills, which may include menu planning, reading nutrition labels and media awareness.

{ } School food service and nutrition education classes shall cooperate to create a learning laboratory.

{ } Nutrition education shall be integrated into other subjects such as math, science, language arts and social sciences to complement but not replace academic standards based on nutrition education.

{ } Lifelong lifestyle balance shall be reinforced by linking nutrition education and physical activity.

{X } The staff responsible for providing nutrition education shall be properly trained and prepared and shall participate in appropriate professional development. ~~The district shall develop standards for such training and professional development.~~^[9]

{ } Nutrition education shall extend beyond the school environment by engaging and involving families and the community.

{ } _____ other.

Nutrition Promotion

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs.

{ } District schools shall promote nutrition through the implementation of Farm to School activities, where possible. Activities may include, but not be limited to, the initiation/maintenance of school gardens, taste-testing of local products in the cafeteria and classroom, classroom education about local agriculture and nutrition, field trips to local farms and incorporation of local foods into school meal programs.

{ } District staff shall cooperate with agencies and community organizations to provide opportunities for appropriate student projects related to nutrition.

{ } District food service personnel shall review and implement research-based, behavioral economics techniques in the cafeteria to encourage consumption of more whole grains, fruits, vegetables and legumes, and to decrease plate waste.

{X } Consistent nutrition messages shall be disseminated and displayed throughout the district, schools, classrooms, cafeterias, homes, community and media.

{ } Consistent nutrition messages shall be demonstrated by avoiding use of unhealthy food items in classroom lesson plans and school staff avoiding eating less healthy food items in front of students.

{ } District schools shall offer resources about health and nutrition to encourage parents/guardians to provide healthy meals for their children.

{ } _____ other.

Physical Activity

{X } District schools shall strive to provide opportunities for developmentally appropriate physical activity during the school day for all students.

{ } District schools shall contribute to the effort to provide students opportunities to accumulate at least sixty (60) minutes of age-appropriate physical activity daily, as recommended by the Centers for Disease Control and Prevention. Opportunities offered at school will augment physical activity outside the school environment, such as outdoor play at home, sports, etc.

{ } Students shall participate daily in a variety of age-appropriate physical activities designed to achieve optimal health, wellness, fitness and performance benefits.

{X } Age-appropriate physical activity opportunities, such as outdoor and indoor recess, before and after school programs, during lunch, clubs, intramurals and interscholastic athletics, shall be provided to meet the needs and interests of all students, in addition to planned physical education.

{X } A physical and social environment that encourages safe and enjoyable activity for all students shall be maintained.

{ } Extended periods of student inactivity, two (2) hours or more, shall be discouraged.

{ } Physical activity breaks shall be provided for students during classroom hours.

{ } Before and/or after-school programs shall provide developmentally appropriate physical activity for participating children.

{ } District schools shall partner with parents/guardians and community members and organizations, such as YMCAs, Boys & Girls Clubs, local and state parks, hospitals, etc., to institute programs that support lifelong physical activity.

{ } Physical activity shall not be used or withheld as a form of punishment.

{ } District schools shall promote physical activity through encouragement of walking and biking as a means of transportation to and from school.

{ } Students and their families shall be encouraged to utilize district-owned physical activity facilities, such as playgrounds and fields, outside school hours in accordance with established district rules.

{ } _____ other.

Physical Education

A sequential physical education program consistent with curriculum regulations and Health, Safety and Physical Education academic standards shall be developed and implemented. All district students must participate in physical education.^{[7][8][10]}

Instruction involving the collection of a student's height and weight measurements must be conducted in a manner that protects student confidentiality. The calculation of body mass index (BMI) is prohibited.^[10]

{X } Quality physical education instruction that promotes lifelong physical activity and provides instruction in the skills and knowledge necessary for lifelong participation shall be provided.

{X } Physical education classes shall be the means through which all students learn, practice and are assessed on developmentally appropriate skills and knowledge necessary for lifelong, health-enhancing physical activity.

{X } A comprehensive physical education course of study that focuses on providing students the skills, knowledge and confidence to participate in lifelong, health-enhancing physical activity shall be implemented.

{X } A varied and comprehensive curriculum that promotes both team and individual activities and leads to students becoming and remaining physically active for a lifetime shall be provided in the physical education program.

{X } Adequate amounts of planned instruction shall be provided in order for students to achieve the proficient level for the Health, Safety and Physical Education academic standards.

{ } A local assessment system shall be implemented to track student progress on the Health, Safety and Physical Education academic standards.

{ } Students shall be moderately to vigorously active as much time as possible during a physical education class. Documented medical conditions and disabilities shall be accommodated during class.

{X } Safe and adequate equipment, facilities and resources shall be provided for physical education courses.

{X } Physical education shall be taught by certified health and physical education teachers.

{X } Appropriate professional development shall be provided for physical education staff.

{ } Physical education classes shall have a teacher-student ratio comparable to those of other courses for safe and effective instruction.

{ } Physical activity shall not be used or withheld solely as a form of punishment.

{ } _____ other.

Social Media

A social media literacy program consistent with curriculum regulations and academic standards shall be developed and implemented to address the following:^{[7][8][23]}

- 1. Mental, psychological and physical effects of social media and mobile device use.**
- 2. Potential impacts of social media and mobile device use on academic growth and learning.**
- 3. Safe use of social media, including how to recognize suspicious online behavior including, but not limited to:**
 - a. Cyberbullying.**
 - b. Predatory behavior.**
 - c. Potential human trafficking.**
- 4. Personal security and privacy on mobile devices.**

Other School Based Activities

Safe drinking water shall be available and accessible to students, without restriction and at no cost to the student, at all meal periods and throughout the school day.^{[11][12][13][24]}

Nutrition professionals who meet hiring criteria established by the district and in compliance with federal regulations shall administer the school meals program. Professional development and continuing education shall be provided for district nutrition staff, as required by federal regulations.^{[9][15][16][17]}

{X } District schools shall provide adequate space, as defined by the district, for eating and serving school meals.

{X } Students shall be provided a clean and safe meal environment.

{X } Students shall be provided adequate time to eat: ten (10) minutes sit down time for breakfast; twenty (20) minutes sit down time for lunch.

{ } District schools shall implement alternative service models to increase school breakfast participation where possible, such as breakfast served in the classroom, “grab & go breakfast” and breakfast after first period to reinforce the positive educational, behavioral and health impacts of a healthy breakfast.

{X } Meal periods shall be scheduled at appropriate hours, as required by federal regulations and as defined by the district.^[11]

{X } Students shall have access to hand washing or sanitizing before meals and snacks.

{X } Access to the food service operation shall be limited to authorized staff.

{X } Nutrition content of school meals shall be available to students and parents/guardians.

{ } Students and parents/guardians may be involved in menu selections through various means, such as taste testing and surveys.

{ } To the extent possible, the district shall utilize available funding and outside programs to enhance student wellness.

{ } The district shall provide appropriate training to all staff on the components of the School Wellness policy.

{ } Goals of the School Wellness policy shall be considered in planning all school based activities.

{ } Fundraising projects submitted for approval shall be supportive of healthy eating and student wellness.

{X } Administrators, teachers, food service personnel, students, parents/guardians and community members shall be encouraged to serve as positive role models through district programs, communications and outreach efforts.

{ } The district shall support the efforts of parents/guardians to provide a healthy diet and daily physical activity for children by communicating relevant information through various methods.

{X} The district shall maintain a healthy school environment to optimize conditions for learning and minimize potential health risks to students, in accordance with the district's school environmental health program and applicable laws and regulations.

{ } _____ other.

Nutrition Guidelines for All Foods/Beverages at School

All foods and beverages available in district schools during the school day shall be offered to students with consideration for promoting student health and reducing obesity.

Foods and beverages provided through the National School Lunch or School Breakfast Programs shall comply with established federal nutrition standards.^{[11][12][15][16]}

Foods and beverages offered or sold at school-sponsored events outside the school day, such as athletic events and dances, shall offer healthy alternatives in addition to more traditional fare.

Competitive Foods -

Competitive foods available for sale shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School). These standards shall apply in all locations and through all services where foods and beverages are sold to students, which may include, but are not limited to: a la carte options in cafeterias, vending machines, school stores, snack carts and fundraisers.^{[3][18][19]}

For purposes of this policy, **school campus** means any area of property under the jurisdiction of the school that students may access during the school day.^{[3][18]}

For purposes of this policy, **school day** means the period from midnight before school begins until thirty (30) minutes after the end of the official school day.^{[3][18]}

The district may impose additional restrictions on competitive foods, provided that the restrictions are not inconsistent with federal requirements.^[18]

Fundraiser Exemptions -

Fundraising activities held during the school day involving the sale of competitive foods shall be limited to foods that meet the Smart Snacks in School nutrition standards, unless an exemption is approved in accordance with applicable Board policy and administrative regulations.^[20]

The district may allow a limited number of exempt fundraisers as permitted by the Pennsylvania Department of Education each school year: up to five (5) exempt fundraisers in elementary and middle school buildings, and up to ten (10) exempt fundraisers in high school buildings. **Exempt fundraisers** are fundraisers in which competitive foods are available for sale to students that do not meet the Smart Snacks in School nutrition standards.^[18]

The district shall establish administrative regulations to implement fundraising activities in district schools, including procedures for requesting a fundraiser exemption.

Non-Sold Competitive Foods -

Non-sold competitive foods available to students, which may include but are not limited to foods and beverages offered as rewards and incentives, at classroom parties and celebrations, or as shared classroom snacks, shall meet or exceed the standards established by the district.

If the offered competitive foods do not meet or exceed the Smart Snacks in School nutrition standards, the following standards shall apply:

1. Rewards and Incentives: **(CHOOSE ONE OF THE OPTIONS BELOW)**

- a. { } Foods and beverages shall not be used as a reward or incentive in district schools.
- b. {X} Foods and beverages shall not be used as a reward for classroom or school activities unless the reward is an activity that promotes a positive nutrition message. ~~(e.g., guest chef, field trip to a farm or farmers market, etc.).~~
- c. { } _____ other.

2. Classroom Parties and Celebrations: **(CHOOSE ONE OR MORE OF THE OPTIONS BELOW)**

- a. { } Only non-food based parties and celebrations shall occur on the school campus during the school day in district schools.
- b. {X} Classroom parties/celebrations with food/beverages shall be limited to no more than one (1) per month in each classroom.
- c. {X} Parents/Guardians shall be informed through newsletters or other efficient communication methods that foods/beverages should only be brought in when requested for scheduled parties.
- d. {X} Classroom parties shall offer a minimal amount of foods (maximum 2-3 items) containing added sugar as the primary ingredient (e.g., cupcakes, cookies) and will provide the following:
 - i. Fresh fruits/vegetables; and
 - ii. Water, 100 percent juice, 100 percent juice diluted with water, low-fat milk or nonfat milk.
- e. { } When possible, foods/beverages for parties and celebrations shall be provided by the food service department to help prevent food safety and allergy concerns.
- f. { } Food celebrations shall not occur until thirty (30) minutes after the end of the last lunch period.
- g. { } _____ other.

3. Shared Classroom Snacks:

- a. { } Shared classroom snacks are not permitted in district schools.
- b. { } _____ other.

The district shall provide a list of suggested nonfood ideas and healthy food and beverage alternatives to parents/guardians and staff, which may be posted via the district website, student handbooks, newsletters, posted notices and/or other efficient communication

methods.

Marketing/Contracting -

Any foods and beverages marketed or promoted to students on the school campus during the school day shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School) and comply with established Board policy and administrative regulations.^[3]
^[18]

Exclusive competitive food and/or beverage contracts shall be approved by the Board, in accordance with provisions of law. Existing contracts shall be reviewed and modified to the extent feasible to ensure compliance with established federal nutrition standards, including applicable marketing restrictions.^[21]

Management of Food Allergies in District Schools

The district shall establish Board policy and administrative regulations to address food allergy management in district schools in order to:^[22]

1. Reduce and/or eliminate the likelihood of severe or potentially life-threatening allergic reactions.
2. Ensure a rapid and effective response in case of a severe or potentially life-threatening allergic reaction.
3. Protect the rights of students by providing them, through necessary accommodations when required, the opportunity to participate fully in all school programs and activities.

Safe Routes to School

{ } The district shall assess and, to the extent possible, implement improvements to make walking and biking to school safer and easier for students.

{X} The district shall cooperate with local municipalities, public safety agency, police departments and community organizations to develop and maintain safe routes to school.

{ } District administrators shall seek and utilize available federal and state funding for safe routes to school, when appropriate.

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Legal Footnotes

[2] 42 U.S.C. 1758b
LEGAL REFERENCE

[3] 7 CFR 210.31
LEGAL REFERENCE

[4] 7 CFR 210.15
LEGAL REFERENCE

[5] 24 P.S. 1422
LEGAL REFERENCE

[6] 24 P.S. 1513
LEGAL REFERENCE

[7] Pol. 102 — Academic Standards
POLICY REFERENCE

[8] Pol. 105 — Curriculum
POLICY REFERENCE

[9] Pol. 808 — Food Services
POLICY REFERENCE

[10] 24 P.S. 1512.1
LEGAL REFERENCE

[11] 7 CFR 210.10
LEGAL REFERENCE

[12] 7 CFR 220.8
LEGAL REFERENCE

[13] 24 P.S. 701
LEGAL REFERENCE

[15] 42 U.S.C. 1751
LEGAL REFERENCE

[16] 42 U.S.C. 1773
LEGAL REFERENCE

[17] 7 CFR 210.30
LEGAL REFERENCE

[18] 7 CFR 210.11
LEGAL REFERENCE

[19] 7 CFR 220.12
LEGAL REFERENCE

[20] Pol. 229 — Student Fundraising
POLICY REFERENCE

[21] 24 P.S. 504.1
LEGAL REFERENCE

[22] Pol. 209.1 — Food Allergy Management
POLICY REFERENCE

[23] 24 P.S. 1556
LEGAL REFERENCE

[24] 24 P.S. 742.1
LEGAL REFERENCE



BOARD POLICY

105 Curriculum

POLICY NUMBER	REVISED	VERSION	DOCUMENT STATUS
105	9/28/2026	v2.4	UNDER-REVIEW
WORKFLOW	PRINTED		
Second Reading	9/30/2026		

■ Proposed addition ■ Proposed deletion

PURPOSE

The Board recognizes its responsibility for the development, assessment and improvement of the educational program of the schools. To this end, the curriculum shall be evaluated, developed and modified on a continuing basis and in accordance with a plan for curriculum improvement.^[1]

DEFINITION

For purposes of this policy, curriculum shall be defined as a series of planned instruction aligned with established academic standards in each subject that is coordinated, articulated and implemented in a manner designed to result in the achievement of academic standards at the proficient level by all students.^[2] ^[3] ^[4]

AUTHORITY

The Board shall be responsible for the curriculum of the district's schools. The curriculum shall be designed to provide students the opportunity to achieve the academic standards established by the Board. Attaining the academic standards requires students to demonstrate the acquisition and application of knowledge.^[1] ^[3] ^[4]

In order to provide a quality educational program for district students, the Board shall adopt a curriculum plan that includes the requirements for courses to be taught; subjects to be taught in the English language; courses adapted to the age, development and needs of students; and strategies for assisting those students having difficulty attaining the academic standards.^[1] ^[3] ^[5] ^[6] ^[7] ^[8]

Special Instruction/Observances

The district's curriculum plan must also include provisions for special instruction and observances to comply with state and federal law including, but not limited to, Constitution Day and Citizenship Day, Arbor Day, Patriot Day and the Bill of Rights Week.^[20]^[21]^[22]

GUIDELINES

The district's curriculum shall provide the following:

1. {X-} Continuous learning through effective collaboration among the schools of this district.
2. {-X} Continuous access for all students to sufficient programs and services of a library/media facility and classroom collection to support the educational program. [9]
3. {X } Guidance and counseling services for all students to assist in career and academic planning. [23]
4. {X } A continuum of educational programs and services for all students with disabilities, pursuant to law and regulation. [11]
5. {X } Language Instruction Educational Program for English Learner students, pursuant to law, and regulation and Board policy. [12] [13]
6. {-} Compensatory education programs for students, pursuant to law and regulation.
7. { X} Equal educational opportunity for all students, pursuant to law and regulation. [14] [15]
8. {X } Career awareness and vocational education, pursuant to law and regulation. [16]
9. {X } Educational opportunities for identified gifted students, pursuant to law and regulation. [17]
10. { } Regular and continuous instruction in required safety procedures. [18]

DELEGATION OF RESPONSIBILITY

As the educational leader of the district, the Superintendent or designee shall be responsible to the Board for the district's curriculum. The Superintendent shall establish procedures for curriculum development, evaluation and modification, which ensure the utilization of available resources, and effective participation of [1]

{X } administrators

{X } teaching staff members

{X } students

{X } community members

{X } Board members.

A listing of all curriculum materials shall be made available for the information of parents/guardians, students, staff and Board members. [1] [19]

{X } With prior Board approval, the Superintendent or designee may conduct pilot programs as deemed necessary to the continuing improvement of the instructional program. The Superintendent shall report periodically to the Board on the status of each pilot program, along with its objectives, evaluative criteria, and costs.

{ } The Board encourages, where it is feasible and in the best interest of district students, participation in state-initiated pilot programs of educational research.

{ } The Board directs the Superintendent to pursue actively state and federal aid in support of research activities.

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Legal Footnotes

[1] 22 PA Code 4.4
LEGAL REFERENCE

[2] 22 PA Code 4.3
LEGAL REFERENCE

[3] 22 PA Code 4.12
LEGAL REFERENCE

[4] Pol. 102 — Academic Standards
POLICY REFERENCE

[5] 24 P.S. 1511
LEGAL REFERENCE

[6] 24 P.S. 1512
LEGAL REFERENCE

[7] Pol. 107 — Adoption of Planned Instruction
POLICY REFERENCE

[8] Pol. 127 — Assessment System
POLICY REFERENCE

[9] Pol. 109 — Resource Materials
POLICY REFERENCE

[11] Pol. 113 — Special Education
POLICY REFERENCE

[12] 22 PA Code 4.26
LEGAL REFERENCE

[13] Pol. 138 — Language Instruction Educational Program for English Learners
POLICY REFERENCE

[14] Pol. 103 — Discrimination/Title IX Sexual Harassment Affecting Students
POLICY REFERENCE

[15] Pol. 103.1
POLICY REFERENCE
Referenced policy is not available in this policy book.

[16] Pol. 115 — Vocational Technical Education
POLICY REFERENCE

[17] Pol. 114 — Gifted Education
POLICY REFERENCE

[18] Pol. 805 — Emergency Preparedness
POLICY REFERENCE

[19] Pol. 105.1 — Review of Instructional Materials by Parents/Guardians and Students
POLICY REFERENCE

[20] 24 P.S. 1541-1555
LEGAL REFERENCE

[21] 36 U.S.C. 106
LEGAL REFERENCE

[22] P.L. 108-447 — P.L. 108-447
LEGAL REFERENCE

[23] Pol. 112 — Guidance Counseling
POLICY REFERENCE



BOARD POLICY

209 Health Examinations/Screenings

POLICY NUMBER

209

VERSION

v2.3

DOCUMENT STATUS

UNDER-REVIEW

WORKFLOW

Second Reading

PRINTED

9/30/2026

AUTHORITY

In compliance with applicable law and regulations, and Board-approved health and safety plans, the Board shall require that district students submit to health and dental examinations, screenings and health monitoring in order to protect the school community from the spread of communicable disease and to ensure that the student's participation in health, safety and physical education courses meets the student's individual needs and that the learning potential of each student is not lessened by a remediable physical disability.[\[1\]](#) [\[2\]](#) [\[3\]](#) [\[4\]](#)

GUIDELINES

Each student shall receive a comprehensive health examination conducted by the school physician upon original entry, in sixth grade, and in eleventh grade.[\[2\]](#) [\[4\]](#) [\[5\]](#)

Each student shall receive a comprehensive dental examination conducted by the school dentist upon original entry, in third grade, and in seventh grade.[\[3\]](#) [\[4\]](#) [\[5\]](#)

A private health and/or dental examination conducted at the parents'/guardians' request and expense shall be accepted in lieu of the school examination. The district shall accept reports of privately conducted physical and dental examinations completed within one (1) year prior to a student's entry into the grade where an exam is required.[\[5\]](#)

The school nurse or medical technician shall administer to each student vision tests, hearing tests, tuberculosis tests **and** other tests deemed **advisable at** intervals established by the district.[\[2\]](#) [\[4\]](#) [\[6\]](#)

The school nurse or other health care practitioner shall conduct measurements of height and weight for each student for the purpose of tracking growth patterns. Height and weight measurements will be conducted at intervals established by the district and in a manner that protects student confidentiality. Parents/Guardians have the right to request an exemption from height and weight measurements for their child, and the district must provide notification of the exemption request procedure.[\[2\]](#) [\[25\]](#)

Parents/Guardians of students who are to receive physical and dental examinations or screenings shall be notified. The notice shall include the date and location of the examination or screening and notice that the parents/guardians may attend. The notice shall encourage

the parent/guardian to have the examination or screening conducted by the student's private physician or dentist at the parent's/guardian's expense to promote continuity of care. Such statement may also include notification that the student may be exempted from such examination or screening if it is contrary to the parent's/guardian's religious beliefs.[\[7\]](#)[\[8\]](#)[\[9\]](#)

A student who presents a statement signed by the parent/guardian that a health examination is contrary to the student's or parent's/guardian's religious beliefs shall be examined only when the Secretary of Health determines that facts exist indicating that certain conditions would present a substantial menace to the health of others in contact with the student if the student is not examined for those conditions.[\[10\]](#)[\[11\]](#)

Where it appears to school health officials or teachers that a student deviates from normal growth and development, or where school examinations reveal conditions requiring health or dental care, the parent/guardian shall be notified of the apparent need for a special examination by the student's private physician or dentist. The parent/guardian shall report to the school whether a special examination occurred. If the parent/guardian fails to report whether the examination occurred within a reasonable time after being notified of the apparent need and the abnormal condition persists, appropriate school health personnel shall arrange a special health examination for the student.[\[2\]](#)[\[4\]](#)[\[12\]](#)

In the event that the parent/guardian objects to or refuses to obtain a regular or special health or dental examination or refuses to permit the child to be examined as arranged by the school nurse or school physician, the school nurse, in consultation with the school physician, shall determine whether the student appears to have unaddressed health conditions such that under the circumstances the refusal should be reported to the PA Department of Health or other appropriate authorities.

Where school health officials or staff have reasonable cause to suspect that a student may be the victim of child abuse, the school employee shall make a report of suspected child abuse in accordance with law and Board policy.[\[13\]](#)[\[14\]](#)

Health Monitoring

The Board directs district staff to monitor student health in accordance with applicable Board policy and the Board-approved health and safety plan.[\[15\]](#)

A student may request an alternative method of monitoring as a religious accommodation, and designated district staff shall assess and respond to such request in accordance with applicable law, regulations and Board policy. A request for an accommodation that would unreasonably impair safety or cause undue hardship will not be granted.[\[16\]](#)

A student with a health condition that may render a monitoring method ineffective should notify designated staff so that alternative or supplemental methods may be considered.[\[16\]](#)[\[17\]](#)

Students who may be exhibiting symptoms that indicate health concerns shall be referred to the school nurse or designated staff for further assessment and response, in accordance with Board policy. [\[15\]](#)

Health Records

The district shall maintain for each student a comprehensive health record which includes a record of immunizations and the results of tests, measurements, regularly scheduled examinations and special examinations. [\[2\]](#)

All health records shall be confidential and shall be disclosed only when necessary for the health of the student or when requested by the parent/guardian, in accordance with law and Board policy. [\[18\]](#) [\[19\]](#) [\[20\]](#)

The district may disclose information from health records to appropriate parties in connection with an emergency when necessary to protect the health or safety of the student or other individuals, in accordance with applicable law and Board policy. [\[15\]](#) [\[18\]](#) [\[19\]](#) [\[20\]](#) [\[21\]](#) [\[22\]](#) [\[23\]](#)

Designated district staff shall request from the transferring school the health records of students transferring into district schools. Staff shall respond to such requests for the health records of students transferring from district schools to other schools. [\[18\]](#)

The district shall destroy student health records only after the student has not been enrolled in district schools for at least two (2) years. [\[18\]](#) [\[24\]](#)

DELEGATION OF RESPONSIBILITY

The Superintendent or designee shall instruct all staff members to continually observe students for conditions that indicate health concerns or disability and to promptly report such conditions to the school nurse or designated staff. [\[2\]](#)

The Superintendent or designee shall ensure that educational information and materials regarding eating disorder awareness and education are made available to students in grades six through twelve. Eating disorder awareness and educational materials must also be posted on the district's website. [\[26\]](#) [\[27\]](#)

The Superintendent or designee shall ensure that notice is provided to all parents/guardians regarding the existence of and eligibility for the Children's Health Insurance Program (CHIP). [\[12\]](#)

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Legal Footnotes

[1] 24 P.S. 1401
LEGAL REFERENCE

[2] 24 P.S. 1402
LEGAL REFERENCE

[3] 24 P.S. 1403
LEGAL REFERENCE

[4] 22 PA Code 12.41
LEGAL REFERENCE

[5] 24 P.S. 1407
LEGAL REFERENCE

[6] 28 PA Code 23.1 et seq
LEGAL REFERENCE

[7] 24 P.S. 1405
LEGAL REFERENCE

[8] 28 PA Code 23.2
LEGAL REFERENCE

[9] 20 U.S.C. 1232h
LEGAL REFERENCE

[10] 24 P.S. 1419
LEGAL REFERENCE

[11] 28 PA Code 23.45
LEGAL REFERENCE

[12] 24 P.S. 1406
LEGAL REFERENCE

[13] 23 Pa. C.S.A. 6311
LEGAL REFERENCE

[14] Pol. 806 — Child Abuse
POLICY REFERENCE

[15] Pol. 203 — Immunizations and Communicable Diseases
POLICY REFERENCE

[16] Pol. 103 — Discrimination/Title IX Sexual Harassment Affecting Students
POLICY REFERENCE

[17] Pol. 103.1
POLICY REFERENCE
Referenced policy is not available in this policy book.

[18] 24 P.S. 1409
LEGAL REFERENCE

[19] Pol. 113.4 — Confidentiality of Special Education Student Information
POLICY REFERENCE

[20] Pol. 216 — Education Records
POLICY REFERENCE

[21] 20 U.S.C. 1232g
LEGAL REFERENCE

[22] 34 CFR Part 99
LEGAL REFERENCE

[23] Pol. 805 — Emergency Preparedness
POLICY REFERENCE

[24] Pol. 800 — Records Management
POLICY REFERENCE

[25] 28 PA Code 23.7
LEGAL REFERENCE

[26] 24 P.S. 1408
LEGAL REFERENCE

[27] 24 P.S. 1426
LEGAL REFERENCE



BOARD POLICY

803 School Calendar

POLICY NUMBER	REVISED	VERSION	DOCUMENT STATUS
803	9/11/2017	v1	ACTIVE
PRINTED			
9/30/2026			

Purpose

The Board recognizes that preparation of an annual school calendar is necessary for the efficient operation of the District.

Authority

The Board shall determine annually the days and the hours when the schools will be in session for instructional purposes, in accordance with State law.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[6\]](#)

The school calendar shall normally consist of a minimum of 180 student days.[\[1\]](#)[\[4\]](#)[\[5\]](#)

The Board reserves the right to alter the school calendar when it is in the best interests of the District.

Delegation of Responsibility

The Superintendent shall prepare annually a school calendar for Board consideration.

The Superintendent or designee is authorized to make alterations for emergency reasons of snow, flood, and other uncontrollable factors such as fire, heating system failure, etc.

Legal Footnotes

[1] 24 P.S. 1501
LEGAL REFERENCE

[2] 24 P.S. 1503
LEGAL REFERENCE

[3] 24 P.S. 1504
LEGAL REFERENCE

[4] 22 PA Code 4.4
LEGAL REFERENCE

[5] 22 PA Code 11.1
LEGAL REFERENCE

[6] 24 P.S. 1502
LEGAL REFERENCE



BOARD POLICY

102 Academic Standards

POLICY NUMBER	REVISED	VERSION	DOCUMENT STATUS
102	9/28/2026	v1.1	UNDER-REVIEW
WORKFLOW	PRINTED		
Second Reading	9/30/2026		

■ Proposed addition ■ Proposed deletion

PURPOSE

The Board recognizes the importance of developing, assessing and expanding academic standards to challenge students to achieve at their highest level possible. To this end, the district shall establish rigorous academic standards in accordance with, and may expand upon, those adopted by the State Board of Education.[\[1\]](#)[\[2\]](#)

DEFINITION

Academic standards means what a student should know and be able to do at a specified grade level. For purposes of this policy, the term **academic standards** encompasses Pennsylvania Core Standards, **Pennsylvania Integrated Standards**, state academic standards and local academic standards.[\[2\]](#)[\[3\]](#)

AUTHORITY

The Board shall approve academic standards for district students to attain, in the following content areas:[\[2\]](#)

1. English Language Arts (reading, writing, speaking and listening) - **PA Core Standards**.
2. Mathematics - **PA Core Standards**.
3. Science, Environment, Ecology, Technology and Engineering (Grades K-5) - **PA Integrated Standards**.
4. Science, Environment and Ecology (Grades 6-12).
5. Technology and Engineering (Grades 6-12).
6. Social Studies (history, geography, civics and government, economics) - to include **PA Core Standards** reading in history and social studies, and writing for history and social studies.
7. Arts and Humanities.
8. Career Education and Work.

9. Health, Safety and Physical Education.

10. Family and Consumer Sciences.

11. Personal Finance.

Guidelines

The district's curriculum shall be designed to provide students with the planned instruction needed to attain established academic standards. **Such standards require the incorporation of education on social media literacy.**^[2] ^[4] ^[5]

The district shall address social media literacy by providing instruction to students on the potential health and academic impacts, and safety and security concerns associated with social media use at appropriate and relevant grade levels through preventative means. ^[9]

The district shall assess individual student attainment of established academic standards and provide assistance for students having difficulty attaining academic standards.^[2] ^[6] ^[7]

Students with disabilities may attain academic standards by completion of their Individualized Education Programs in accordance with law, regulations and Board policy.^[2] ^[8]

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Legal Footnotes

[1] 22 PA Code 4.11
LEGAL REFERENCE

[2] 22 PA Code 4.12
LEGAL REFERENCE

[3] 22 PA Code 4.3
LEGAL REFERENCE

[4] Pol. 105 — Curriculum
POLICY REFERENCE

[5] Pol. 107 — Adoption of Planned Instruction
POLICY REFERENCE

[6] Pol. 127 — Assessment System
POLICY REFERENCE

[7] Pol. 212 — Reporting Student Progress
POLICY REFERENCE

[8] Pol. 113 — Special Education
POLICY REFERENCE

[9] 24 P.S. 1556
LEGAL REFERENCE

LOWER DAUPHIN SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED: August 12, 2024

REVISED:

121-AR-0. FIELD TRIP REQUEST FORM

Date Submitted 9/14/26
 Date of Trip 11/6/26
 Alternate Date _____
 Date Approved _____
 School Conewago

All requests for field trips must be submitted in writing on the proper form to the principal at least four (4) weeks prior to the event. Professional employees will take full responsibility for safety and conduct on the trip.

Group/Class: Conewago 5th GradeDestination: Washington D.C.Date/Time of Departure: 11/6 7AM Date/Time of Return: 11/6, 6PMPerson in Charge: Scott Montgomery Number of Students: 37Number of Chaperones: 10Substitute(s) Needed: NO How Many? —Staff Participants: Scott Montgomery, Megan Hershey, John Breining or ES aideDo you plan to use a school bus/van? No ☒ Yes _____ How Many? _____If no, list type of transportation to be used: Innovative

Plan of payment (Check one and list cost.):

☐ School District	Cost _____
☐ Individual Student	Cost _____
☒ Organization	Cost <u>2,350.00</u>

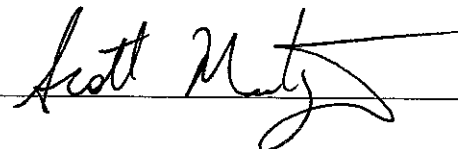
121-AR-1. FIELD TRIP REQUEST FORM - Pg. 2

_____ Elementary Field Trip Account Cost _____

_____ High School Account Cost _____

If an organization is responsible for payment, state name and billing information:

Conewago PTO

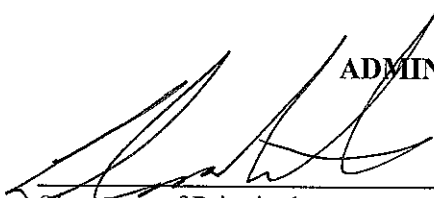


Signature of Person Making Request

9/14/26

Date

ADMINISTRATIVE APPROVAL/DENIAL

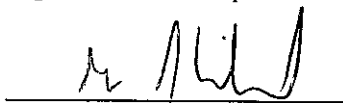


Signature of Principal

Approved: X

Denied: _____

9/14/26
Date



Signature of Superintendent

Approved: X

Denied: _____

9/15/26
Date

Board Approval _____

Date _____

No. 121-AR-0

LOWER DAUPHIN SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED: August 12, 2024

REVISED:

121-AR-0. FIELD TRIP REQUEST FORM

Date Submitted 9/25/26
Date of Trip Jan 14 - Jan 17, 2027
Alternate Date _____
Date Approved _____
School _____

All requests for field trips must be submitted in writing on the proper form to the principal at least four (4) weeks prior to the event. Professional employees will take full responsibility for safety and conduct on the trip.

Group/Class: Lower Dauphin Indoor Track and Field

Destination with Address: Virginia Beach Sports Center
958 Virginia Beach BLVD, Virginia Beach, VA 23451

Date/Time of Departure: Jan 14, 2027 approx 8:00 AM Date/Time of Return: Jan 17, 2027 approx 2:00 PM

Person in Charge: Michael Masorti Number of Students: 20-25

Grade Level of Students Going on Field Trip: Grades 9-12

Number of Chaperones: - Coaches - 5

Substitute(s) Needed: _____ How Many? _____

Staff Participants: Michael Masorti, Scott Poyark, Aaron Bray, Teisha Eismann, Anne Masorti

Do you plan to use a school bus/van? No _____ Yes X How Many? 2

If you are using a van, do you need a driver? Yes _____ No X

(If driving the van, please list the name of driver) Michael Masorti, Scott Poyark, Aaron Bray, Teisha Eismann, Anne Masorti

If no, list type of transportation to be used: Students will be traveling w/ parents.
Vans will be used for hotel to Venue and implements.

121-AR-0, FIELD TRIP REQUEST FORM

Plan of payment (Check one and list cost.):

<u> </u> School District	Cost <u> </u>
<u>X</u> Individual Student	Cost <u>\$ 20 - \$ 40</u>
<u>X</u> Organization - ^{LDVCTF} Baseball	Cost <u>Approx \$ 1,100.00</u>
<u> </u> Elementary Field Trip Account	Cost <u> </u>
<u> </u> High School Account	Cost <u> </u>

If an organization is responsible for payment, state name and billing information:

LDLCTF Boosters will cover ancillary costs of coaches' travel.

Michael E. Marshall 9/25/26
Signature of Person Making Request Date

ADMINISTRATIVE APPROVAL/DENIAL

Signature of Principal _____ Approved: X Denied _____ Date 10/13/26

Signature of Superintendent _____ Approved: ☒ Denied _____ Date 10/13/26

Board Approval

Conf# 307697 - 10/13/26 - JB
put in canvas 10/13/26

No. 121-AR-0

LOWER DAUPHIN SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED: August 12, 2024

REVISED:

121-AR-0. FIELD TRIP REQUEST FORM

Date Submitted 10/13
Date of Trip 2/24/27
Alternate Date _____
Date Approved _____
School _____

All requests for field trips must be submitted in writing on the proper form to the principal at least four (4) weeks prior to the event. Professional employees will take full responsibility for safety and conduct on the trip.

Group/Class: FRENCH III / IV / V

Destination: New York City - Neil Simon Theatre - Lunch

Date/Time of Departure: 2/24 7-7:30 Date/Time of Return: 2/24 7-8:00

Person in Charge: Alyssa Klein Number of Students: 31

Number of Chaperones: 2

Substitute(s) Needed: yes How Many? 3

Staff Participants: Emily Markley & Kristina Nisse

Do you plan to use a school bus/van? ☒ No ☐ Yes How Many? _____

If no, list type of transportation to be used: Unique Limousine/Bus Company

Plan of payment (Check one and list cost.):

☒ School District	Cost _____
☒ Individual Student	Cost <u>\$100 - \$100</u>
☐ Organization	Cost _____

121-AR-1. FIELD TRIP REQUEST FORM - Pg. 2

_____ Elementary Field Trip Account Cost _____

_____ High School Account Cost _____

If an organization is responsible for payment, state name and billing information:

Signature of Person Making Request

Date

Amanda Alonzo

10/13/26

ADMINISTRATIVE APPROVAL/DENIAL

[Signature]
Signature of Principal

Approved: ☒

Denied: ☐

10/15/26
Date

[Signature]
Signature of Superintendent

Approved: ☒

Denied: ☐

10/15/26
Date

Board Approval

Date

Lower Dauphin School District Personnel Action

NO	REASON	ACTION	NAME	POSITION	BLDG.	EFFECTIVE DATE	SALARY
1	Approval of Retirement	Professional Staff Action	Katrina Kelly	Kindergarten Teacher	Conewago	6/4/2027	
2	Approval of Retirement	Professional Staff Action	Mark Beaver	Guidance Counselor	Middle School	1/20/2027	
3	Approval of Resignation	Administrative Staff Action	Vincent Crone	Maintenance Supervisor	DAC	10/19/2026	
4	Approval of Parental Leave	Professional Staff Action	Morgan Oberlander	Learning Support Teacher	Middle School	Anticipated 1/23/2027-3/20/2027	
5	Approval of Hire	Classified Hourly Staff Action	Dawn E Heilman	Paraprofessional	Middle School	TBD	\$16.66 per hour
6	Correction to Previously Approved Board Action	Professional Staff Action	Madison Moyer	Kindergarten Teacher	East Hanover	Anticipated 12/14/26-3/8/27	
7	Approval of Revised Job Description	Administrative Staff Action		Assistant Director of Facilities	District Wide		

LOWER DAUPHIN SCHOOL DISTRICT
SUPPLEMENTAL SALARY/VOLUNTEERS
2026-2027

 Correction
NEW/READY FOR BOARD APPROVAL

POSITION	Season	Name	Current Year	Pay Amount (26-27)	1 Year	2-5 Years	6-9 Years	10-14 Years	15-19 Years	20-24 Years	25+ Years
ATHLETICS											
Cheerleader Advisor - HS	FALL	Alysia Weary	11	\$6,619	\$4,444	\$4,835	\$5,884	\$6,619	\$6,751	\$6,885	\$7,023
Cheerleader Assistant - HS	FALL	Jessica Barton	6	\$2,942	\$2,221	\$2,419	\$2,942	\$3,309	\$3,376	\$3,443	\$3,512
Cheerleading Volunteer	FALL	Makenzi Lutz		-							
Assistant Equipment Manager	FALL	OPEN			\$2,352	\$2,576	\$2,808	\$3,042	\$3,341	\$3,668	\$4,048
Weight Room Fall								\$1,312			
Weight Room Winter											
Weight Room Spring								\$1,312			
Unified Bocce - (HS)	WINTER	Kristina Nissel	1	\$1,000				\$1,000			
Unified Bocce - (HS)	WINTER	Teisha Eismann	1	\$1,000				\$1,000			
Unified Bocce - (MS)	WINTER	Jen Kastelic	1	\$1,000				\$1,000			
Group A: Football											
					1 Year	2-5 Years	6-9 Years	10-14 Years	15-19 Years	20-24 Years	25+ Years
Football Head Coach - HS	FALL	Josh Borreli	9	\$8,953	\$7,570	\$7,786	\$8,953	\$10,141	\$10,343	\$10,549	\$10,760
Football 1st Assistant Coach- HS	FALL	Don Fureman	23	\$7,124	\$5,411	\$5,622	\$6,328	\$6,732	\$6,983	\$7,124	\$7,267
Football Assistant Coach - HS (1)	FALL	DJ Sechrist	4	\$4,418	\$4,202	\$4,418	\$5,068	\$5,714	\$5,828	\$5,944	\$6,063
Football Assistant Coach - HS (2)	FALL	Phil Green	17	\$5,828	\$4,202	\$4,418	\$5,068	\$5,714	\$5,828	\$5,944	\$6,063
Football Assistant Coach - HS (3)	FALL	Dave Gourley	19	\$5,828	\$4,202	\$4,418	\$5,068	\$5,714	\$5,828	\$5,944	\$6,063
Football Assistant Coach - HS (4)	FALL	Luke Longenecker	3	\$4,418	\$4,202	\$4,418	\$5,068	\$5,714	\$5,828	\$5,944	\$6,063
Football Assistant Coach - HS (5)	FALL	Pablo Beltran	2	\$4,418	\$4,202	\$4,418	\$5,068	\$5,714	\$5,828	\$5,944	\$6,063
Football Volunteer	FALL	Lance Baird		-							
Football Volunteer	FALL	Rick Borreli		-							
Football Volunteer	FALL	Vincent Jones		-							
Football Volunteer	FALL	Gerald Sanders		-							
Group B: Basketball (Boys), Basketball (Girls), Wrestling											
					1 Year	2-5 Years	6-9 Years	10-14 Years	15-19 Years	20-24 Years	25+ Years
Boys Basketball Head Coach - HS	WINTER	J. Rick Attivo	12	\$9,587	\$7,123	\$7,343	\$8,443	\$9,587	\$9,780	\$9,975	\$10,174
Boys Basketball 1st Assistant Coach - HS	WINTER	Mike Attivo	30	\$6,932	\$4,961	\$5,179	\$5,829	\$6,533	\$6,663	\$6,796	\$6,932
Boys Basketball Assistant Coach - HS	WINTER	Tom Salinger	27	\$5,419	\$3,754	\$4,162	\$4,569	\$5,107	\$5,209	\$5,313	\$5,419
Boys Basketball Volunteer-HS	WINTER	Kobe Petrovich	-	-							
Girls Basketball Head Coach - HS	WINTER	Timothy Goss	24	\$9,975	\$7,123	\$7,343	\$8,443	\$9,587	\$9,780	\$9,975	\$10,174
Girls Basketball 1st Assistant Coach - HS	WINTER	Alyssa Carricato	17	\$6,663	\$4,961	\$5,179	\$5,829	\$6,533	\$6,663	\$6,796	\$6,932
Girls Basketball Assistant Coach - HS	WINTER	Robert Felker	1	\$3,754	\$3,754	\$4,162	\$4,569	\$5,107	\$5,209	\$5,313	\$5,419
Girls Basketball Volunteer Coach - HS	WINTER	Cadyn Eismann	-	-							
Girls Basketball Volunteer Coach - HS	WINTER	Chelsea Saad (Miller)	-	-							
Girls Basketball Volunteer Coach - HS	WINTER	Lahrson Harper	-	-							
Wrestling Head Coach - HS	WINTER	David Wuestner, Jr.	8	\$8,443	\$7,123	\$7,343	\$8,443	\$9,587	\$9,780	\$9,975	\$10,174
Wrestling 1st Assistant Coach - HS	WINTER	Brad Bechtel	21	\$6,796	\$4,961	\$5,179	\$5,829	\$6,533	\$6,663	\$6,796	\$6,932
Wrestling Assistant Coach - HS (1 of 2)	WINTER	Charlie Brenneman	12	\$5,107	\$3,754	\$4,162	\$4,569	\$5,107	\$5,209	\$5,313	\$5,419
Wrestling Assistant Coach - HS (2 of 2)	WINTER	Evan Morrill	4	\$4,162	\$3,754	\$4,162	\$4,569	\$5,107	\$5,209	\$5,313	\$5,419
Wrestling Coach Volunteer	WINTER	Travis Rogers		-							
Wrestling Coach Volunteer	WINTER	Parker Fox		-							
Group C: Baseball, Field Hockey, Lacrosse (Boys),											
					1 Year	2-5 Years	6-9 Years	10-14 Years	15-19 Years	20-24 Years	25+ Years
Baseball Head Coach - HS					\$5,342	\$5,561	\$6,532	\$7,561	\$7,711	\$7,866	\$8,023
Baseball 1st Assistant Coach - HS					\$3,310	\$3,581	\$4,120	\$4,664	\$4,758	\$4,853	\$4,950
Baseball Assistant Coach - HS (2)					\$2,865	\$3,026	\$3,534	\$4,052	\$4,133	\$4,216	\$4,300
Field Hockey Head Coach - HS	FALL	Erin Catalfano	17	\$7,711	\$5,342	\$5,561	\$6,532	\$7,561	\$7,711	\$7,866	\$8,023

LOWER DAUPHIN SCHOOL DISTRICT
SUPPLEMENTAL SALARY/VOLUNTEERS
2026-2027

 Correction
 NEW/READY FOR BOARD APPROVAL

POSITION	Season	Name	Current Year	Pay Amount (26-27)	1 Year	2-5 Years	6-9 Years	10-14 Years	15-19 Years	20-24 Years	25+ Years
Field Hockey 1st Assistant Coach - HS	FALL	Abby Spanos	9	\$4,120	\$3,310	\$3,581	\$4,120	\$4,664	\$4,758	\$4,853	\$4,950
Field Hockey Assistant Coach - HS (SPLIT)	FALL	Mandi Mease	9	\$1,767	\$2,865	\$3,026	\$3,534	\$4,052	\$4,133	\$4,216	\$4,300
Field Hockey Assistant Coach - HS (SPLIT)	FALL	Brandy Michael	1	\$1432.50	\$2,865	\$3,026	\$3,534	\$4,052	\$4,133	\$4,216	\$4,300
Field Hockey Volunteer	FALL	Alexa Shaffer		-							
Field Hockey Assistant Coach Volunteer - HS	FALL	Jaime Pollock		-							
Boys Lacrosse Head Coach					\$5,342	\$5,561	\$6,532	\$7,561	\$7,711	\$7,866	\$8,023
Boys Lacrosse 1st Assistant Coach					\$3,310	\$3,581	\$4,120	\$4,664	\$4,758	\$4,853	\$4,950
Boys Lacrosse Assistant Coach					\$2,865	\$3,026	\$3,534	\$4,052	\$4,133	\$4,216	\$4,300
Girls Lacrosse Head Coach					\$5,342	\$5,561	\$6,532	\$7,561	\$7,711	\$7,866	\$8,023
Girls Lacrosse 1st Assistant Coach					\$3,310	\$3,581	\$4,120	\$4,664	\$4,758	\$4,853	\$4,950
Girls Lacrosse Assistant Coach					\$2,865	\$3,026	\$3,534	\$4,052	\$4,133	\$4,216	\$4,300
Boys Soccer Head Coach - HS	FALL	Gerald Lynch	35	\$8,023	\$5,342	\$5,561	\$6,532	\$7,561	\$7,711	\$7,866	\$8,023
Boys Soccer 1st Assistant Coach - HS	FALL	Damon Kaylor	21	\$4,853	\$3,310	\$3,581	\$4,120	\$4,664	\$4,758	\$4,853	\$4,950
Boys Soccer Assistant Coach - HS	FALL	Nick Lagnemma	3	\$3,026	\$2,865	\$3,026	\$3,534	\$4,052	\$4,133	\$4,216	\$4,300
Boys Soccer Volunteer - HS	FALL	Tyler Schleig		-							
Boys Soccer Volunteer - HS	FALL	Nic Amici		-							
Girls Soccer Head Coach - HS	FALL	Roy Gesford	32	\$8,023	\$5,342	\$5,561	\$6,532	\$7,561	\$7,711	\$7,866	\$8,023
Girls Soccer 1st Assistant Coach - HS	FALL	Jamie Ketty	3	\$3,581	\$3,310	\$3,581	\$4,120	\$4,664	\$4,758	\$4,853	\$4,950
Girls Soccer Assistant Coach - HS	FALL	Adeline Gesford	5	\$3,026	\$2,865	\$3,026	\$3,534	\$4,052	\$4,133	\$4,216	\$4,300
Girls Soccer Volunteer-HS	FALL	Alicia McCulloch		-							
Girls Soccer Volunteer-HS	FALL	Hailey Lynch		-							
Softball Head Coach - HS					\$5,342	\$5,561	\$6,532	\$7,561	\$7,711	\$7,866	\$8,023
Softball 1st Assistant Coach - HS					\$3,310	\$3,581	\$4,120	\$4,664	\$4,758	\$4,853	\$4,950
Softball Assistant Coach - HS (2)					\$2,865	\$3,026	\$3,534	\$4,052	\$4,133	\$4,216	\$4,300
Swimming Head Coach	WINTER	Ashley Jacobson-Beaver	5	\$5,561	\$5,342	\$5,561	\$6,532	\$7,561	\$7,711	\$7,866	\$8,023
Swimming - Assistant Coach	WINTER	Michael Senyak	3	\$3,026	\$2,865	\$3,026	\$3,534	\$4,052	\$4,133	\$4,216	\$4,300
Swimming-Volunteer	WINTER	Grace Craig		-							
Track Head Coach - HS					\$5,342	\$5,561	\$6,532	\$7,561	\$7,711	\$7,866	\$8,023
Track 1st Assistant Coach - HS					\$3,310	\$3,581	\$4,120	\$4,664	\$4,758	\$4,853	\$4,950
Track Assistant Coach - HS (4)					\$2,865	\$3,026	\$3,534	\$4,052	\$4,133	\$4,216	\$4,300
Boys Volleyball Head Coach - HS					\$5,342	\$5,561	\$6,532	\$7,561	\$7,711	\$7,866	\$8,023
Boys Volleyball Assistant Coach - HS					\$2,865	\$3,026	\$3,534	\$4,052	\$4,133	\$4,216	\$4,300
Girls Volleyball Head Coach - HS	FALL	Kasey Gentry	8	\$6,532	\$5,342	\$5,561	\$6,532	\$7,561	\$7,711	\$7,866	\$8,023
Girls Volleyball Assistant Coach - HS	FALL	Zach Higgins	4	\$3,026	\$2,865	\$3,026	\$3,534	\$4,052	\$4,133	\$4,216	\$4,300
Girls Volleyball Volunteer-HS	FALL	Dave Machamer		-							
Girls Volleyball Volunteer-HS	FALL	Jenson Burnheimer		-							

Group D: Cross Country					1 Year	2-5 Years	6-9 Years	10-14 Years	15-19 Years	20-24 Years	25+ Years
Cross Country Head Coach - HS	FALL	Scott Payonk	7	\$4,901	\$4,083	\$4,356	\$4,901	\$4,926	\$5,545	\$5,655	\$5,768
Cross Country Assistant Coach - HS	FALL	Teisha Eismann	3	\$2,457	\$2,309	\$2,457	\$2,860	\$3,254	\$3,320	\$3,387	\$3,455
Cross Country-HS Volunteer	FALL	Elliot Cassel		-							
Cross Country-HS Volunteer	FALL	Matt Ishman		-							
Cross Country-HS Volunteer	FALL	Aaron Bray		-							
Cross Country-HS Volunteer	FALL	Grace McNeil		-							

Group E: Golf, Tennis(Boys), Tennis (Girls)					1 Year	2-5 Years	6-9 Years	10-14 Years	15-19 Years	20-24 Years	25+ Years
Golf Head Coach - HS	FALL	Scott Yeakle	11	\$4,028	\$2,673	\$2,942	\$3,483	\$4,028	\$4,110	\$4,192	\$4,275
Golf Assistant Coach - HS	FALL	Matt O'Donnell	1	\$1,990	\$1,990	\$2,154	\$2,666	\$3,182	\$3,245	\$3,311	\$3,377

LOWER DAUPHIN SCHOOL DISTRICT
SUPPLEMENTAL SALARY/VOLUNTEERS
2026-2027

 Correction
 NEW/READY FOR BOARD APPROVAL

POSITION	Season	Name	Current Year	Pay Amount (26-27)	1 Year	2-5 Years	6-9 Years	10-14 Years	15-19 Years	20-24 Years	25+ Years
Golf Volunteer - HS	FALL	Wyatt Yeakle	1	-							
Boy's Tennis Head Coach - HS					\$2,673	\$2,942	\$3,483	\$4,028	\$4,110	\$4,192	\$4,275
Boy's Tennis Assistant Coach - HS					\$1,990	\$2,154	\$2,666	\$3,182	\$3,245	\$3,311	\$3,377
Girl's Tennis Head Coach - HS	FALL	Derek Margetan	6	\$3,483	\$2,673	\$2,942	\$3,483	\$4,028	\$4,110	\$4,192	\$4,275
Girl's Tennis Assistant Coach - HS	FALL	Julie Berkheimer	1	\$1,990	\$1,990	\$2,154	\$2,666	\$3,182	\$3,245	\$3,311	\$3,377

Group F Middle School: Basketball (Boys), Basketball					1 Year	2-5 Years	6-9 Years	10-14 Years	15-19 Years	20-24 Years	25+ Years
Boys Basketball - Head Coach - MS	WINTER	Charlie Harvey	35	\$4,911	\$3,118	\$3,332	\$3,980	\$4,629	\$4,722	\$4,815	\$4,911
Boys Basketball Assistant Coach - MS	WINTER	Alex Bechtold	3	\$2,941	\$2,672	\$2,941	\$3,483	\$4,028	\$4,109	\$4,192	\$4,275
Girls Basketball Head Coach - MS					\$3,118	\$3,332	\$3,980	\$4,629	\$4,722	\$4,815	\$4,911
Girls Basketball Assistant Coach - MS	WINTER	Ashley Hoffman	16	\$4,109	\$2,672	\$2,941	\$3,483	\$4,028	\$4,109	\$4,192	\$4,275
Girls Basketball Volunteer - MS	WINTER	Ron Weaver		-							
Football Head Coach - MS	FALL	Steff Chortanoff	19	\$4,722	\$3,118	\$3,332	\$3,980	\$4,629	\$4,722	\$4,815	\$4,911
Football Assistant Coach - MS (1 of 2)	FALL	Greg Kratzer	19	\$4,722	\$2,672	\$2,941	\$3,483	\$4,028	\$4,109	\$4,192	\$4,275
Football Assistant Coach - MS (2 of 2)	FALL	Brandon Fritz	1	\$2,672	\$2,672	\$2,941	\$3,483	\$4,028	\$4,109	\$4,192	\$4,275
Football Volunteer-MS	FALL	Luis Armenta		-							
Wrestling Head Coach - MS	WINTER	Kyler Wuestner	3	\$3,332	\$3,118	\$3,332	\$3,980	\$4,629	\$4,722	\$4,815	\$4,911
Wrestling Assistant Coach - MS	WINTER	Joel Swartz	2	\$2,941	\$2,672	\$2,941	\$3,483	\$4,028	\$4,109	\$4,192	\$4,275

Group G Middle School: Basketball (Boys), Basketball					1 Year	2-5 Years	6-9 Years	10-14 Years	15-19 Years	20-24 Years	25+ Years
Cross Country Head Coach - MS	FALL	Anne Masorti	16	\$3,764	\$2,449	\$2,608	\$3,152	\$3,689	\$3,764	\$3,839	\$3,914
Cross Country Assistant Coach - MS	FALL	Michael Masorti	29	\$3,238	\$1,953	\$2,080	\$2,568	\$3,051	\$3,111	\$3,174	\$3,238
Field Hockey Head Coach - MS	FALL	Jennifer Kastelic	20	\$3,839	\$2,449	\$2,608	\$3,152	\$3,689	\$3,764	\$3,839	\$3,914
Field Hockey Assistant Coach - MS (2)	FALL	Crystal Mohr	2	\$2,080	\$1,953	\$2,080	\$2,568	\$3,051	\$3,111	\$3,174	\$3,238
Field Hockey Volunteer	FALL	Linda Kreiser		-							
Field Hockey Volunteer	FALL	Diane Angstadt		-							
Field Hockey Volunteer	FALL	Amy Hanshue		-							
Field Hockey Volunteer	FALL	Taylor Long		-							
Field Hockey Volunteer	FALL	Kiley Strohm		-							
Field Hockey Volunteer	FALL	Lillie Weaver		-							
Field Hockey Volunteer	FALL	Catherine Lutzkanin		-							
Field Hockey Volunteer	FALL	Kayce Hoch		-							
Boys Soccer Head Coach - MS					\$2,449	\$2,608	\$3,152	\$3,689	\$3,764	\$3,839	\$3,914
Boys Soccer Assistant Coach - MS					\$1,953	\$2,080	\$2,568	\$3,051	\$3,111	\$3,174	\$3,238
Girls Soccer Head Coach - MS					\$2,449	\$2,608	\$3,152	\$3,689	\$3,764	\$3,839	\$3,914
Girls Soccer Assistant - MS					\$1,953	\$2,080	\$2,568	\$3,051	\$3,111	\$3,174	\$3,238
Track Head Coach - MS					\$2,449	\$2,608	\$3,152	\$3,689	\$3,764	\$3,839	\$3,914
Track Assistant Coach - MS (3)					\$1,953	\$2,080	\$2,568	\$3,051	\$3,111	\$3,174	\$3,238

Post Season Pay											
Head Coach											125/week
Assistant Coach											75/week
Band Director											75/week
Cheer Advisor											75/week

MUSIC					1 Year	2-5 Years	6-9 Years	10-14 Years	15-19 Years	20-24 Years	25+ Years
Concert Band Director - MS		Gregory Hutchison	25	\$2,273	\$1,538	\$1,621	\$1,871	\$2,142	\$2,184	\$2,228	\$2,273
Concert Band Director - HS		Keith Richardson	25	\$5,917	\$4,003	\$4,223	\$4,873	\$5,576	\$5,687	\$5,800	\$5,917

LOWER DAUPHIN SCHOOL DISTRICT
SUPPLEMENTAL SALARY/VOLUNTEERS
2026-2027

 Correction
 NEW/READY FOR BOARD APPROVAL

POSITION	Season	Name	Current Year	Pay Amount (26-27)	1 Year	2-5 Years	6-9 Years	10-14 Years	15-19 Years	20-24 Years	25+ Years
Marching Band Director - HS	FALL	Keith Richardson	25	\$6,101	\$4,373	\$4,586	\$5,112	\$5,778	\$5,883	\$5,989	\$6,101
March Band Assistant Director - HS	FALL	Gregory Hutchison	25	\$4,577	\$3,279	\$3,335	\$3,824	\$4,313	\$4,399	\$4,488	\$4,577
Choral Director - MS		Christina Myers	4	\$1,621	\$1,538	\$1,621	\$1,871	\$2,142	\$2,184	\$2,228	\$2,273
Choral Director - HS		Liz Colpo	19	\$5,687	\$4,003	\$4,223	\$4,873	\$5,576	\$5,687	\$5,800	\$5,917
Orchestra Director - MS		Melody Cliff	16	\$2,184	\$1,538	\$1,621	\$1,871	\$2,142	\$2,184	\$2,228	\$2,273
Orchestra Director - HS		Melody Cliff	16	\$5,687	\$4,003	\$4,223	\$4,873	\$5,576	\$5,687	\$5,800	\$5,917
Jazz Band Director		Keith Richardson	25	\$1,831	\$1,126	\$1,202	\$1,464	\$1,726	\$1,759	\$1,795	\$1,831
Modern Band Director		Dave Thompson	5	\$1,202	\$1,126	\$1,202	\$1,464	\$1,726	\$1,759	\$1,795	\$1,831
Indoor Drum Line Instructor - MS		OPEN			\$832	\$911	\$1,010	\$1,109	\$1,135	\$1,159	\$1,186
Indoor Drum Line Instructor - MS		OPEN			\$832	\$911	\$1,010	\$1,109	\$1,135	\$1,159	\$1,186
Guard Coach - HS	FALL	Sarah Milletics	9	\$2,442	\$1,914	\$2,035	\$2,442	\$2,843	\$2,900	\$2,959	\$3,019
Assistant Coach Guard Coach - HS		OPEN			\$1,529	\$1,612	\$1,861	\$2,130	\$2,172	\$2,215	\$2,260
Marching Instructor - HS	FALL	Athena Garrison	3	\$1,464.00	\$1,387	\$1,464	\$1,699	\$1,956	\$1,994	\$2,032	\$2,072
Marching Instructor (1 of 4) (SPLIT PAY)	FALL	Adrian Olweiler	1	\$693.50	\$1,387	\$1,464	\$1,699	\$1,956	\$1,994	\$2,032	\$2,072
Marching Instructor (2 of 4) (SPLIT PAY)	FALL	Wes Culwell	4	\$732	\$1,387	\$1,464	\$1,699	\$1,956	\$1,994	\$2,032	\$2,072
Marching Instructor (3 of 4) (SPLIT PAY)	FALL	Josh Spada	1	\$693.50	\$1,387	\$1,464	\$1,699	\$1,956	\$1,994	\$2,032	\$2,072
Marching Instructor (4 of 4) (SPLIT PAY)	FALL	Reese Holl	4	\$732	\$1,387	\$1,464	\$1,699	\$1,956	\$1,994	\$2,032	\$2,072
Percussion Coach - HS	FALL	Sheldon Rodgers	14	\$2,843	\$1,914	\$2,035	\$2,441	\$2,843	\$2,900	\$2,959	\$3,018
Assistant Coach Percussion Coach - HS	FALL	Keely Schrum	8	\$1,862	\$1,529	\$1,612	\$1,862	\$2,130	\$2,172	\$2,215	\$2,258
Marching Band Volunteer	FALL	Dalton Rife	1	-							
Marching Band Volunteer	FALL	Colin Tonkin	1	-							
Indoor Coordinator - Winter	WINTER	Mike Hillegas	1	\$3,745	\$3,745	\$3,952	\$4,582	\$5,179	\$5,282	\$5,388	\$5,497
Indoor Drill Coach - Winter (split)	WINTER	Keely Schrum	8	\$2,777	\$2,288	\$2,414	\$2,777	\$3,152	\$3,214	\$3,279	\$3,345
Indoor Drill Coach - Winter (split)					\$2,288	\$2,414	\$2,277	\$3,152	\$3,214	\$3,279	\$3,345
Indoor Music Coach - Winter (1/2)	WINTER	Josh Spada	2	\$845	\$1,559	\$1,690	\$2,153	\$2,393	\$2,442	\$2,490	\$2,540
Indoor Music Coach - Winter	WINTER		8	\$2,153	\$1,559	\$1,690	\$2,153	\$2,393	\$2,442	\$2,490	\$2,540
Indoor Music Coach - Winter	WINTER				\$1,559	\$1,690	\$2,153	\$2,393	\$2,442	\$2,490	\$2,540
Indoor Music Coach - Winter	WINTER				\$1,559	\$1,690	\$2,153	\$2,393	\$2,442	\$2,490	\$2,540
Assistant Coach Indoor Music Coach - Winter	WINTER	Charity Bixler	3	\$1,164	\$1,092	\$1,164	\$1,420	\$1,675	\$1,709	\$1,742	\$1,776
Instrumental Elementary - East Hanover		Athena Garrison	3	\$490	\$444	\$490	\$616	\$770	\$785	\$801	\$815
Instrumental Elementary - Londonderry		Athena Garrison	3	\$490	\$444	\$490	\$616	\$770	\$785	\$801	\$815
Instrumental Elementary - Conewago		Jason Irvin	10	\$770	\$444	\$490	\$616	\$770	\$785	\$801	\$815
Instrumental Elementary - South Hanover		Jason Irvin	10	\$770	\$444	\$490	\$616	\$770	\$785	\$801	\$815
Instrumental Elementary - Nye		Rachel Shank	4	\$490	\$444	\$490	\$616	\$770	\$785	\$801	\$815
Orchestra Elementary- Nye		Rachel Shank	4	\$490	\$444	\$490	\$616	\$770	\$785	\$801	\$815
Orchestra Elementary - East Hanover		Michael Dobson	3	\$490	\$444	\$490	\$616	\$770	\$785	\$801	\$815
Orchestra Elementary - Londonderry		Michael Dobson	3	\$490	\$444	\$490	\$616	\$770	\$785	\$801	\$815
Orchestra Elementary - Conewago		Jason Irvin	1	\$444	\$444	\$490	\$616	\$770	\$785	\$801	\$815
Orchestra Elementary - South Hanover		Erin Weaver	1	\$444	\$444	\$490	\$616	\$770	\$785	\$801	\$815
District Wide Elementary - Conewago		Jason Irvin	10	\$770	\$444	\$490	\$616	\$770	\$785	\$801	\$815
District Wide Elementary - South Hanover		Erin Weaver	1	\$444	\$444	\$490	\$616	\$770	\$785	\$801	\$815
District Wide Elementary - Nye		Rachel Shank	4	\$490	\$444	\$490	\$616	\$770	\$785	\$801	\$815
District Wide Elementary - East Hanover		Athena Garrison	3	\$490	\$444	\$490	\$616	\$770	\$785	\$801	\$815
District Wide Elementary - Londonderry		Michael Dobson	3	\$490	\$444	\$490	\$616	\$770	\$785	\$801	\$815
Vocal Elementary - Conewago		Jason Irvin	10	\$770	\$444	\$490	\$616	\$770	\$785	\$801	\$815
Vocal Elementary - South Hanover		Erin Weaver	1	\$444	\$444	\$490	\$616	\$770	\$785	\$801	\$815
Vocal Elementary - Nye		Rachel Shank	3	\$490	\$444	\$490	\$616	\$770	\$785	\$801	\$815
Vocal Elementary - East Hanover		Athena Garrison	3	\$490	\$444	\$490	\$616	\$770	\$785	\$801	\$815

LOWER DAUPHIN SCHOOL DISTRICT
SUPPLEMENTAL SALARY/VOLUNTEERS
2026-2027

 Correction
NEW/READY FOR BOARD APPROVAL

POSITION	Season	Name	Current Year	Pay Amount (26-27)	1 Year	2-5 Years	6-9 Years	10-14 Years	15-19 Years	20-24 Years	25+ Years
Vocal Elementary - Londonderry		Michael Dobson	3	\$490	\$444	\$490	\$616	\$770	\$785	\$801	\$815

MUSICAL/DRAMA					1 Year	2-5 Years	6-9 Years	10-14 Years	15-19 Years	20-24 Years	25+ Years
Musical/Play Director - MS		Shannon Engle	5	\$1,784	\$1,664	\$1,784	\$2,165	\$2,551	\$2,602	\$2,653	\$2,707
Musical/Co-Play Director - MS		Joseph (Larry) Fausnight	1	\$1,664	\$1,664	\$1,784	\$2,165	\$2,551	\$2,602	\$2,653	\$2,707
Set Construction - MS		Matthew Dickinson	6	\$1,785	\$1,311	\$1,418	\$1,785	\$2,218	\$2,263	\$2,307	\$2,354
Stage & Lighting Manager - MS		Matthew Dickinson	31	\$3,603	\$2,219	\$2,375	\$2,880	\$3,395	\$3,462	\$3,533	\$3,603
Drama Director/Thespian Advisor - HS		Doug Grove	17	\$3,484	\$2,228	\$2,387	\$2,897	\$3,416	\$3,484	\$3,554	\$3,624
Assistant Drama Director		Lauren Grove	9	\$1,879	\$1,338	\$1,443	\$1,879	\$2,309	\$2,355	\$2,401	\$2,451
Set Construction - HS		Doug Grove	7	\$1,218	\$891	\$958	\$1,218	\$1,453	\$1,484	\$1,514	\$1,544
Stage & Lighting Manager - HS		Michael James	24	\$6,373	\$4,455	\$4,666	\$5,372	\$6,126	\$6,249	\$6,373	\$6,500
Musical Choreography - HS		Brandon Shawl	3	\$1,443	\$1,338	\$1,443	\$1,878	\$2,309	\$2,355	\$2,401	\$2,450
Musical Costumes/Props - HS		Elana Farace	7	\$1,218	\$891	\$958	\$1,218	\$1,453	\$1,484	\$1,514	\$1,544
Musical Director - HS		Kevin Strawser	31	\$5,757	\$3,913	\$4,128	\$4,776	\$5,425	\$5,535	\$5,644	\$5,757
Musical Make-up Advisor - HS		Chelsey Martin	6	\$616	\$446	\$490	\$616	\$770	\$785	\$801	\$816
Musical Producer - HS		Elizabeth Colpo	1	\$1,743	\$1,743	\$1,811	\$2,072	\$2,309	\$2,355	\$2,401	\$2,450
Musical Set Design & Construction		Kevin Strawser	29	\$3,993	\$2,226	\$2,399	\$3,095	\$3,762	\$3,840	\$3,915	\$3,993
Musical Pit Director		Marie Weber	44	\$2,451	\$1,338	\$1,443	\$1,880	\$2,309	\$2,355	\$2,401	\$2,451
Musical Choral Director - HS		Elizabeth Colpo	17	\$2,355	\$1,338	\$1,443	\$1,880	\$2,309	\$2,355	\$2,401	\$2,451
Musical Stage Manager - HS		Bryan Strawser	16	\$785	\$446	\$490	\$616	\$770	\$785	\$801	\$816

Co-CURRICULAR					1 Year	2-5 Years	6-9 Years	10-14 Years	15-19 Years	20-24 Years	25+ Years
Outdoor Education (Plan & Stay)					\$851	\$906	\$1,069	\$1,232	\$1,250	\$1,272	\$1,293
Outdoor Education (Stay Only)					\$425	\$453	\$535	\$616	\$625	\$637	\$647
Department Coordinator (K-12) Health Services	N/A	Mary Smith	5	\$1,938	\$1,828	\$1,938	\$2,072	\$2,218	\$2,395	\$2,587	\$2,793
Department Coordinator (K-12) Guidance	N/A	Teresa Collier	1	\$1,828	\$1,828	\$1,938	\$2,072	\$2,218	\$2,395	\$2,587	\$2,793
Department Coordinator (6-12) Art	N/A	Dana Attivo	12	\$2,218	\$1,828	\$1,938	\$2,072	\$2,218	\$2,395	\$2,587	\$2,793
Department Coordinator (6-12) FCS	N/A	Allison Spayd	5	\$1,938	\$1,828	\$1,938	\$2,072	\$2,218	\$2,395	\$2,587	\$2,793
Department Coordinator (6-12) Foreign Language	N/A	Aaron Popp	9	\$2,072	\$1,828	\$1,938	\$2,072	\$2,218	\$2,395	\$2,587	\$2,793
Department Coordinator (6-12) HPE	N/A	David Machamer	30	\$2,793	\$1,828	\$1,938	\$2,072	\$2,218	\$2,395	\$2,587	\$2,793
Department Coordinator (6-12) Music	N/A	Keith Richardson	12	\$2,218	\$1,828	\$1,938	\$2,072	\$2,218	\$2,395	\$2,587	\$2,793
Department Coordinator (6-12) Technology Education	N/A	Michael James	12	\$2,218	\$1,828	\$1,938	\$2,072	\$2,218	\$2,395	\$2,587	\$2,793
Department Coordinator (6-8) English	N/A	Alana Tepsich	1	\$1,828	\$1,828	\$1,938	\$2,072	\$2,218	\$2,395	\$2,587	\$2,793
Department Coordinator (6-8) Mathematics	N/A	Kelly Milsteen	9	\$2,072	\$1,828	\$1,938	\$2,072	\$2,218	\$2,395	\$2,587	\$2,793
Department Coordinator (6-8) Science	N/A	Alisa Weimer	9	\$2,072	\$1,828	\$1,938	\$2,072	\$2,218	\$2,395	\$2,587	\$2,793
Department Coordinator (6-8) Special Education	N/A	Carmen Dickerson	7	\$2,072	\$1,828	\$1,938	\$2,072	\$2,218	\$2,395	\$2,587	\$2,793
Department Coordinator (6-8) Social Studies	N/A	Alexander Bechtold	1	\$1,828	\$1,828	\$1,938	\$2,072	\$2,218	\$2,395	\$2,587	\$2,793
Department Coordinator (9-12) Business	N/A	Christie Stanekewicz	12	\$2,218	\$1,828	\$1,938	\$2,072	\$2,218	\$2,395	\$2,587	\$2,793
Department Coordinator (9-12) English (Split)	N/A	Aimee Radel	7	\$1,036	\$1,828	\$1,938	\$2,072	\$2,218	\$2,395	\$2,587	\$2,793
Department Coordinator (9-12) English (Split)	N/A	Scott Yoder	7	\$1,036	\$1,828	\$1,938	\$2,072	\$2,218	\$2,395	\$2,587	\$2,793
Department Coordinator (9-12) Mathematics (Split)	N/A	Nancy Kiscadden	3	\$969	\$1,828	\$1,938	\$2,072	\$2,218	\$2,395	\$2,587	\$2,793
Department Coordinator (9-12) Mathematics (Split)	N/A	Amy Busher	3	\$969	\$1,828	\$1,938	\$2,072	\$2,218	\$2,395	\$2,587	\$2,793
Department Coordinator (9-12) Science	N/A	Tom Hanninen	9	\$2,072	\$1,828	\$1,938	\$2,072	\$2,218	\$2,395	\$2,587	\$2,793
Department Coordinator (9-12) Social Studies	N/A	Janelle Bartal	4	\$1,938	\$1,828	\$1,938	\$2,072	\$2,218	\$2,395	\$2,587	\$2,793
Department Coordinator (9-12) Special Education	N/A	Diamanta Havelos	3	\$1,938	\$1,828	\$1,938	\$2,072	\$2,218	\$2,395	\$2,587	\$2,793
Induction Team (1 of 3)	N/A	Elyse Scheckler	1	\$957	\$957	\$984	\$1,039	\$1,203	\$1,330	\$1,362	\$1,394
Induction Team (2 of 3)	N/A	Carmen Dickerson	30	\$1,394	\$957	\$984	\$1,039	\$1,203	\$1,330	\$1,362	\$1,394

LOWER DAUPHIN SCHOOL DISTRICT
SUPPLEMENTAL SALARY/VOLUNTEERS
2026-2027

 Correction
 NEW/READY FOR BOARD APPROVAL

POSITION	Season	Name	Current Year	Pay Amount (26-27)	1 Year	2-5 Years	6-9 Years	10-14 Years	15-19 Years	20-24 Years	25+ Years
Induction Team (3 of 3)	N/A	Shannon Ziegler	2	\$984	\$957	\$984	\$1,039	\$1,203	\$1,330	\$1,362	\$1,394

STUDENT ORGANIZATIONS/Clubs: \$20/hr up to with					
POSITION	Season	Name	Current Year	Pay Amount	
Academic/Science Fair Coordinator - Elementary		OPEN			\$659
Academic/Science Fair Coordinator - MS		OPEN			\$659
Art National Honor Society - Advisor		Dana Attivo			\$872
Best Buddies (1 of 3)		Mandi Mease			\$770
Best Buddies (2 of 3)		Patricia Moody			\$770
Best Buddies (3 of 3)		Karee Robinson			\$770
BIG (Believers in the Gospel)		Nate Espenshade			\$883
Brain Busters		Doug Grove			\$1,495
Building Art Show (Conewago)		Christine Brown			\$770
Building Art Show (East Hanover)		Amy Billy			\$770
Building Art Show (High School)		Dana Attivo			\$770
Building Art Show (Londonderry)		Christine Brown			\$770
Building Art Show (South Hanover)		Marisa VanZandt			\$700
Building Art Show Nye (SPLIT)		Amy Billy			\$350
Building Art Show Nye (SPLIT)		Marisa VanZandt			\$350
Chess Club Advisor		Geniene Ronald			\$687
Civil War Advisor - MS (2 approved: split pay)		OPEN			\$770
Class Advisor 10-HS (1 of 2)		Scott Payonk			\$797
Class Advisor 10-HS (2 of 2)		Alyssa Wachsmann			\$797
Class Advisor 11-HS (1 of 2)		Jenn Wagner			\$1,061
Class Advisor 11-HS (2 of 2)		OPEN			\$1,061
Class Advisor 12-HS (1 of 2)		Scott Payonk			\$1,324
Class Advisor 12HS (2 of 2)		Alyssa Wachsmann			\$1,324
Class Advisor 9 -HS (1 of 2)		OPEN			\$662
Class Advisor 9 -HS (2 of 2)		OPEN			\$662
Computer National Honor Society - Advisor		Nancy Kiscadden			\$872
Creative Writing Club Advisor		OPEN			\$687
Debate Club Advisor		Hailey Wiegand			\$687
District Wide Art Show Elementary - Con		Christine Brown			\$548
District Wide Art Show Elementary - EH		Amy Billy			\$548
District Wide Art Show Elementary - Lond		Christine Brown			\$548
District Wide Art Show Elementary - Nye 1/2		Amy Billy			\$548
District Wide Art Show Elementary - Nye 1/2		Marisa VanZandt			\$548
District Wide Art Show Elementary - SH		Marisa VanZandt			\$548
District Art Show (Secondary 1 of 5)		Dana Attivo			\$770
District Art Show (Secondary 2 of 5)		Gabriella Everest			\$770
District Art Show (Secondary 3 of 5)		Hailey Wiegand			\$770
District Art Show (Secondary 4 of 5)		Shannon Hennett			\$770
District Art Show (Secondary 5 of 5)		Michael Layser			\$770
Diversity Club		Emily Markley			\$883
Educators Rising (1 of 2)		Megan Etter			\$785
Educators Rising (2 of 2)		Brittany Terek			\$785
English National Honor Society - Advisor		Jason Keiner			\$872

LOWER DAUPHIN SCHOOL DISTRICT
SUPPLEMENTAL SALARY/VOLUNTEERS
2026-2027

 Correction
 NEW/READY FOR BOARD APPROVAL

POSITION	Season	Name	Current Year	Pay Amount (26-27)	1 Year	2-5 Years	6-9 Years	10-14 Years	15-19 Years	20-24 Years	25+ Years
Fellowship of Christian Athletes		Roy Gesford			\$0						
FNN Advisor - MS		Michelle Kullman			\$1,495						
FNN Advisor - MS		Kimberly Reeder			\$1,495						
French Club		Alyssa Klein			\$687						
French National Honor Society - Advisor		Alyssa Klein			\$872						
Future Nurses Club (split)		Mary Smith			\$589						
Future Nurses Club (split)		Joanna Michels			\$589						
German National Honor Society - Advisor		Judy Solensky			\$872						
Grey Hawk Club Advisor		DJ Sechrist			\$687						
Helping People, Period!		Frau Ronald			\$0						
History National Honor Society - Advisor (1 of 2)		Steff Chortanoff			\$872						
History National Honor Society - Advisor (2 of 2)		Clinton Fackler			\$872						
LD Agriculture & Gardening Club		Clinton Fackler			\$687						
LD Youth Advisory Committee (1 of 2)		Angela Durantine			\$687						
LD Youth Advisory Committee (2 of 2)		Patricia Moody			\$687						
Math National Honor Society - Advisor		Stephanie Felpel			\$872						
Mini-THON Advisor - HS (1 of 3)		Scott Payonk			\$1,495						
Mini-THON Advisor - HS (2 of 3)		Mary Smith			\$1,495						
Mini-THON Advisor - HS (3 of 3)		Alyssa Wachsmann			\$1,495						
MLS Mental Health Awareness Club		Ava Bottiglia			\$687						
Nanoline Advisor - HS		OPEN			\$1,495						
National Honor Society Advisor - HS (1 of 2)		Janelle Bartal			\$1,495						
National Honor Society Advisor - HS (2 of 2)		Chad Lister			\$1,495						
Newspaper Club (South)		Kristen McCay			\$506						
Newspaper Advisor - HS		Lena Russell			\$1,800						
NOSB (1 of 2)		Tessa Boyd			\$687						
NOSB (2 of 2)		OPEN			\$687						
Pens For Patients		Scott Yoder			\$0						
Pickleball - HS		Megan Etter			\$0						
Pickleball - HS		Bret Sparks			\$0						
Pokeman club MS		Larry Fausnight			\$229						
Pokeman club MS		Logan Baker			\$229						
Pokeman club MS		Amanda Varner			\$229						
Science National Honor Society - Advisor		Tessa Boyd			\$872						
Set Construction - Con - Fall		Christine Brown			\$537						
Set Construction - EH		Amy Billy			\$537						
Set Construction - Lond.		Christine Brown			\$537						
Set Construction - Nye - Fall		Amy Billy			\$537						
Set Construction - Nye - Spring		Marisa VanZandt			\$537						
Set Construction - SH		Marisa VanZandt			\$537						
Set Construction Spring - Con		Christine Brown			\$537						
Science Club Advisor (Envirothon)		Ava Bottiglia			\$589						
Ski Club (MS-1 of 2)		Greg Hutchison			\$687						
Ski Club (MS-2 of 2)		Grace McNeil			\$687						
Ski Club-HS (1 of 2)		Melanie Jarrett			\$687						
Ski Club-HS (2 of 2)		Tonji Grissinger			\$687						
Spanish National Honor Society - Advisor		Emily Markley			\$872						
Spelling Bee Coordinator (1 of 2)		Pfeffer, Danielle			\$506						

LOWER DAUPHIN SCHOOL DISTRICT
SUPPLEMENTAL SALARY/VOLUNTEERS
2026-2027

 Correction
 NEW/READY FOR BOARD APPROVAL

POSITION	Season	Name	Current Year	Pay Amount (26-27)	1 Year	2-5 Years	6-9 Years	10-14 Years	15-19 Years	20-24 Years	25+ Years
Spelling Bee Coordinator (2 of 2)		Reeder, Kimberly			\$506						
Spirit Council (1 of 2)		Justin Hanula			\$0						
Spirit Council (2 of 2)		OPEN			\$0						
Step Team		Tanisha Cannon			\$687						
Student Council Advisor - HS (1 of 2)		Elena Massaro			\$2,392						
Student Council Advisor - HS (1 of 2)		Katie McNamara			\$2,392						
Student Council Advisor - MS (1 of 2)		Nic Amici			\$2,309						
Student Council Advisor - MS (2 of 2)		Matt Dickinson			\$2,309						
Teen Republicans		Nate Espenshade			\$942						
Thespian Club		Doug Grove			\$589						
Tri-M Music Advisor - Advisor (1 of 2)		Keith Richardson			\$872						
Tri-M Music Advisor - Advisor (2 of 2)		Elizabeth Colpo			\$872						
Volunteer Advisor - HS (1 of 2)		Janelle Bartal			\$1,495						
Volunteer Advisor - HS (2 of 2)		Chad Lister			\$1,495						
Yearbook Advisor - HS		Hailey Wiegand			\$3,141						
Yearbook Advisor - MS (1 of 2)		Kristina Nissel			\$2,355						
Yearbook Advisor - MS (2 of 2)		Matthew Klein			\$2,308						
Yearbooks Business Manager - HS		Renee McMinn			\$770						
Young Democrats		Matt Ishman			\$0						
Youth and Government (1 of 2)		Jennifer Weeter			\$1,495						
Youth and Government (2 of 2)											
Post Season Pay (Athletics)											
Head Coach					125/week						
Assistant Coach					75/week						
Band Director					75/week						
Cheer Advisor					75/week						



Assistant Director of Facilities

Lower Dauphin S D

J o b D e s c r i p t i o n

JOB INFORMATION

<i>Title:</i>	Assistant Director of Facilities - Lower Dauphin S D
<i>FLSA:</i>	Exempt
<i>Terms of Employment:</i>	12 Months
<i>Work Hours and Flexibility:</i>	The administrator is expected to maintain flexibility in their work schedule as necessary to meet the operational needs of the District, including working evenings, nights, and weekends as circumstances require.
<i>Employee Group:</i>	Administrative
<i>Location</i>	Central Office
<i>Last Edited On:</i>	10/15/2026 3:03:25 PM

ORGANIZATION

<i>County:</i>	Dauphin
<i>Entity:</i>	Lower Dauphin S D
<i>Department:</i>	Facilities
<i>Reports To:</i>	Director of Facilities
<i>Supervises:</i>	Custodian and Maintenance staff

JOB GOAL

The Assistant Director of Facilities assists the Director of Facilities in the administration, coordination, supervision, and management of the District's buildings, grounds, maintenance, custodial services, and facility operations. The position supports the effective operation, maintenance, safety, cleanliness, and preservation of all District facilities.

ESSENTIAL FUNCTIONS

1.	Plan, coordinate, assign, and monitor maintenance, custodial, grounds, and facility operations across the District.
2.	Develop and supervise preventive, routine, corrective, and emergency maintenance of buildings, grounds, mechanical systems, HVAC, electrical, plumbing, roofing, fire protection, and equipment.
3.	Supervise custodial operations, including staffing, scheduling, assignments, building coverage, cleaning standards, sanitation, and facility appearance.
4.	Conduct regular facility inspections; identify maintenance, repair, safety, operational, and capital needs; and recommend appropriate action.
5.	Oversee the District work-order process, including prioritization, assignment, tracking, documentation, and timely completion.
6.	Coordinate facility support for athletic events, extracurricular activities, community use, special events, construction, and emergency situations.
7.	Oversee grounds and exterior facilities, including athletic fields, landscaping, sidewalks, parking areas, playgrounds, lighting, drainage, fencing, and signage.
8.	Coordinate seasonal grounds operations, snow and ice removal, and emergency response to severe weather and other facility conditions.
9.	Assist with planning and implementation of capital improvements, construction, renovations, inspections, and other facilities projects.
10.	Supervise, assign, train, evaluate, and provide direction to maintenance and custodial personnel; establish work assignments based on District priorities and staffing.
11.	Monitor employee attendance, performance, productivity, conduct, schedules, overtime, and leave coverage; provide coaching and corrective direction as needed.
12.	Assist with recruitment, interviewing, selection, onboarding, training, and professional development of maintenance and custodial employees.
13.	Promote a professional, cooperative, and safety-conscious work environment and ensure compliance with established safety procedures and use of personal protective equipment.
14.	Ensure compliance with applicable federal, state, and local safety and regulatory requirements, including hazardous materials, chemical handling, fire safety, asbestos, indoor air quality, inspections, and emergency preparedness.
15.	Assist with development and administration of maintenance and custodial budgets; monitor expenditures and support purchasing, bidding, procurement, estimates, and contracted services.

16. Manage inventory of supplies, parts, tools, equipment, and custodial products, including appropriate storage, safe use, and replacement recommendations.
17. Coordinate and monitor contractors and outside service providers; obtain estimates and verify satisfactory completion of contracted work.
18. Maintain accurate records related to maintenance, custodial operations, inspections, work orders, equipment, inventory, and employee activities.
19. Identify recurring facility and operational issues, recommend preventive or corrective measures, and communicate significant needs and concerns to District administration.

Performs other duties as assigned.

Performs in accordance with school policy, administrative regulations, state and federal laws.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education

Education Level	Education Details	Req	Pref	
High School		X		

Work Experience

Experience	Experience Details	Req	Pref	
2-3 years	Prior supervisory experience	X		
	Knowledge of proper cleaning, sanitizing, and custodial standards and practices	X		
	A proven track record of effective leadership and employee supervision	X		
	Demonstrated reliability, dependability, and the ability to effectively prioritize competing responsibilities	X		
	Strong organizational leadership and communication skills	X		
	Ability to effectively supervise, direct, and evaluate employees	X		
	Ability to maintain accurate record and manage multiple priorities	X		
	Proficiency with Microsoft Office or comparable software, including spreadsheets	X		
	Ability to learn and effectively administer facilities management / work-order software	X		
	Ability to work independently while functioning effectively as part of a team	X		
	Ability to work flexible hours, including evening and occasional weekends, when required by district operations	X		
	Ability to establish effective working relationships with staff, administration, vendors, contractors, athletics, and community organizations	X		
	School business experience		X	
	Experience in custodial, facilities, maintenance, or school operations		X	
	Experience supervising a custodial or facilities department		X	
	Experience working within a school district or other public-sector organization		X	
	Experience working with collective bargaining units or labor unions		X	

Work Experience

<i>Experience</i>	<i>Experience Details</i>	<i>Req</i>	<i>Pref</i>	
	Experience with facilities management / work-order software		X	
	Experience with purchasing, inventory management, spreadsheets, and administrative recordkeeping		X	

Licenses and Certifications

<i>Enter Licenses/Certifications</i>	<i>Lic/Certification Details</i>	<i>Req</i>	<i>Pref</i>	
	Must have or be able to obtain valid Act 34, Act 114, and Act 151 clearances	X		

SCOPE

Analytical Demands

- ☐ A high level of analytical demands involve gathering and interpreting complex data and finding solutions to unusual and difficult problems.

Mental/Visual/Stress

- ☒ Work which occasionally produces a high level of mental, visual and stress fatigue. Less than 20% of work time.

Sensory Abilities

- ☐ Visual acuity and auditory acuity.
- ☐ Ability to communicate effectively in all aspects of the job.

Temperament

- ☐ Must possess excellent interpersonal skills.
- ☐ Ability to make judgments and work under high level of stress.
- ☐ Ability to work as a leader, coordinator and a member of a team.
- ☐ Must be courteous and able to effectively manage job responsibilities.
- ☐ Must be cooperative, congenial, service oriented, and promote these qualities.
- ☐ Ability to work in an environment with frequent interruptions.
- ☐ Ability to be respectful and empathetic.

Cognitive Ability

- ☐ Ability to communicate effectively, to organize tasks, to handle multiple tasks, and to exercise good judgment.
- ☐ Ability to follow written and verbal directions, to read and write, to communicate effectively, to organize tasks, to handle multiple tasks, and to exercise good judgment.
- ☐ Ability to establish and maintain productive working relationships with staff, business associates, and general community.
- ☐ Ability to work on multiple tasks and prioritize appropriately.
- ☐ Ability to exercise initiative and make independent decisions to reschedule work to meet deadlines or to effectively handle emergency work.
- ☐ Ability to recognize areas of concern relating to assigned areas of responsibility and propose or recommend appropriate solutions to problems.
- ☐ Ability to work some evenings and weekends, sometimes with little or no notice.
- ☐ Ability to identify and isolate issues and develop rational solutions to problems.
- ☐ Ability to administer policy in a manner consistent with good judgment and sound rationale.
- ☐ Ability to generate genuine enthusiasm for positive and meaningful change.
- ☐ Ability to maintain a high level of physical stamina, stability, and creativeness.
- ☐ Ability to deal with personnel considerations in a fair, firm, and equitable manner.

Cognitive Ability

- ☐ Ability to supervise others using acceptable human relations skills.
- ☐ Ability to communicate in both oral and written form.
- ☐ Ability to foster and maintain positive relationships with the Board, students, parents, and staff.
- ☐ Ability to make appropriate decisions rapidly and with ease, using prudent judgment and common sense.

Specific Skills

- ☐ Must possess leadership skills.
- ☐ Must possess supervisory skills.
- ☐ Ability to operate various office equipment.
- ☐ Must possess active listening skills and conflict mediation skills
- ☐ Plans and prioritizes assignments effectively. Able to handle several ongoing tasks and projects at once.
- ☐ Able to adjust to changes in the work environment.
- ☐ Reports to work on time, gives a full day's work and makes effective use of time while on the job.
- ☐ Maintains a good attitude toward administration, fellow employees and the public.
- ☐ Maintains productive working relationship with immediate supervisor.
- ☐ Demonstrates the ability to acquire the skill required to operate new and existing software and hardware.
- ☐ Ability to compose clear, concise sentences and paragraphs.

Workplace Expectations

- ☐ Ability to provide direction to others.
- ☐ Ability to create and delegate assignments.
- ☐ Shows initiative and the ability to complete assigned tasks without supervision.
- ☐ Ability to compose clear, concise sentences and paragraphs.
- ☐ Ability to organize office setting to efficiently accomplish tasks.
- ☐ Ability to work independently and make work-related decisions.
- ☐ Ability to exercise good judgment in prioritizing tasks.
- ☐ Ability to communicate effectively at all organizational levels.
- ☐ Ability to appropriately handle confidential information in accordance with district policies.
- ☐ Ability to use technology for group meetings, presentations (i.e. overhead, document camera, projector and video equipment).
- ☐ Acknowledges individuals' requests and handles them in a friendly and courteous manner.
- ☐ Promotes a positive team environment through active cooperation with others.
- ☐ Maintains awareness of the School District's policies and procedures. Follows the chain of command.
- ☐ When appropriate, incorporates progressive ideas/concepts into daily responsibilities.
- ☐ Dresses appropriately for job environment.
- ☐ Maintains an excellent driving record.

Standard ADA Settings

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Standard ADA Selection	Office	Classroom
	X Other(to include Physically Demanding Positions)	

This factor measures the strength and stamina required in areas such as lifting, standing, and the frequency of doing these as necessary to perform the particular duties of the job.

Physical Demands

The physical requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

	Physical Demand	Rarely	Occasionally	Frequently	Constantly	Weight
☒	Driving/Operating Mobile Equipment			X		
☒	Use of Hand Tools (power or manual)			X		
☒	Use of Personal Protective Equipment			X		
☒	Use of Office Equipment (computer, printer, telephone, etc.)			X		
☒	Standing for extended periods of time			X		
☒	Walking for extended periods of time			X		
☒	Crawling		X			
☒	Climbing		X			
☒	Repeated Bending			X		
☒	Gripping/Holding			X		
☒	Reaching (above shoulder/at waist/below waist level)			X		
☒	Hearing (person to person, on the phone, in group settings)			X		
☒	Vision (near, midrange, far, peripheral, depth and color)			X		
☒	Lifting (Weight)			X		50 lbs.
☒	Carrying (Weight)			X		50 lbs.

The school recognizes that reasonable accommodations must be made to enable a qualified individual with a disability or disabilities to perform the essential duties and responsibilities of this job.

Working Environment

	Working Condition
☒	Typical office environment
☒	Typical athletic training office/facility/environment
☒	Subject to inside environmental conditions
☒	Subject to outside environmental conditions
☒	May be exposed to hazardous materials, body fluids, or disease
☒	Subject to physical hazards, including conditions that may affect the respiratory system and/or skin

Voting receipt – 2027 PSBA Officer Election

Voting receipt:	MVGS4
Time of vote:	2026-09-30 10:56:39 America/New_York
IP address:	204.14.13.49
PSBA Officer Elections	
Voting Procedure	
2027 President-Elect	Matt Vannoy*
2027 Vice President	Kristy Bolte*
2027-2029 Treasurer	David Hein*
PSBA Insurance Trust Trustees	
Trustee (term ends Dec. 31, 2029)	
Seat 1	Marianne L. Neel
Seat 2	Dr. Michael Faccinetto
School Board Secretaries Forum	
Forum Steering Committee (term ends Dec. 31, 2028)	Betsy Gates Lauryn Weaver

LOWER DAUPHIN SCHOOL DISTRICT STUDENT ATTENDANCE AND ENROLLMENT ACCOUNTING (September Enrollment Report)

2026-2027

ELEMENTARY SCHOOLS				
	Boys	Girls	Current Total	Total Last Year
KF	110	107	217	206
GR 1	100	111	211	221
GR 2	106	113	219	234
GR 3	116	109	225	241
GR 4	143	116	259	275
GR 5	114	143	257	273
Total	689	699	1388	1450

MIDDLE SCHOOL				
	Boys	Girls	Current Total	Total Last Year
6	160	130	290	280
7	142	136	278	238
8	120	117	237	253
Total	422	383	805	771

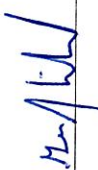
HIGH SCHOOL				
	Boys	Girls	Current Total	Total Last Year
9	118	131	249	286
10	151	131	282	266
11	137	127	264	269
12	150	125	275	277
Total	556	514	1070	1098

PRICE SCHOOL				
	Boys	Girls	Current Total	Total Last Year
6	0	0	0	2
7	3	1	4	1
8	1	0	1	1
Total	4	1	5	4
9	1	1	2	1
10	1	0	1	4
11	3	1	4	2
12	3	0	3	2
Total	8	2	10	9

TECH SCHOOL				
	Boys	Girls	Current Total	Total Last Year
9	9	5	14	18
10	12	6	18	16
11	4	11	15	15
12	7	6	13	14
Total	32	28	60	63

	Current Total	Total Last Month	Total Last Year
ELEMENTARY TOTAL	1388	1387	1450
MIDDLE SCHOOL TOTAL	810	810	775
HIGH SCHOOL TOTAL	1080	1090	1107
TECH SCHOOL	60	59	63
DISTRICT TOTAL	3338	3346	3395

Building: District

Administrator's Signature: 

Date: 10/13/26