

# Financial Exhibits

February 15, 2024

**FUND ACCOUNTING PAYMENT SUMMARY**

Bank Account: GN - FNCB GENERAL FUND Payment Dates: 01/05/2024 - 02/06/2024

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards  
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000040462	01/10/2024	PMEA District 9	\$50 fee for Music Band Festival		50.00
0000040532	01/05/2024	CONTRAST COMMUNICATIONS	monthly phone maint.		1,280.00
0000040533	01/05/2024	UGI Utilities Inc.	10 1st St/11/23/23-12/26/23	Lee Park Ave/11/28/23-12/26/23	9,693.02
0000040534	01/05/2024	Verizon Wireless	billing period 11/27/23-12/26/23		760.09
0000040535	01/08/2024	UGI Utilities Inc.	billing period 11/28/23-12/26/23		864.96
0000040536	01/08/2024	UMB BANK NA	bond		600.00
0000040537	01/08/2024	United Parcel Service	12/30/23-weekly service		32.90
0000040538	01/09/2024	CM Regent LLC	COBRA/Collection Invoice		220.00
0000040539	01/09/2024	Dehey McAndrew	FSA Administration		4,278.52
0000040540	01/09/2024	NEPA-SD Health Trust	Medical	Dental	346,371.05
0000040541	01/09/2024	CM Regent LLC	Group Life Insurance - Dec 2023	LTD - Dec 2023	1,860.54
0000040542	01/10/2024	KEVIN R BADMAN	hours worked 12/18/23-12/29/23		105.00
0000040543	01/10/2024	FRANCIS THOMAS COLLIS	hours worked 12/18/23-12/29/23		390.00
0000040544	01/10/2024	MICHAEL J FIGMIC III	hours worked 12/18/23-12/29/23		1,295.00
0000040545	01/10/2024	JAMES HOFFMAN	hours worked 12/18/23-12/29/23		300.00
0000040546	01/10/2024	John A Bilski LLC	hours worked 12/18/23-12/29/23		612.50
0000040547	01/10/2024	Christa Langdon	Reimbursement - 8/2023	Reimbursement	165.90
0000040548	01/10/2024	STEPHEN L MOORE	hours worked 12/18/23-12/29/23		555.00
0000040549	01/10/2024	Joseph Parsnik	hours worked 12/18/23-12/29/23		1,085.00
0000040550	01/10/2024	Deanna L Piekanski	hours worked 12/18/23-12/29/23		927.50
0000040551	01/10/2024	ROBERT E RYZNER SR	hours worked 12/18/23-12/29/23		630.00
0000040552	01/10/2024	WILLIAM N SPAGNOLA	hours worked 12/18/23-12/29/23		910.00
0000040553	01/10/2024	Stephen J Turinski	hours worked 12/18/23-12/29/23		472.50

\* - Non-Negotiable Disbursement    + - Procurement Card Non-Negotiable    # - Payable within Payment    P - Prenote    D - Direct Deposit    C - Credit Card

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Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000040554	01/10/2024	Verizon Cabs	Lyndwood phone/12-2023		40.61
0000040555	01/11/2024	Hanover Twp Sewer Fee	High School/first quarter 2024	219 St Marys Rd/first quarter 2024	647.47
0000040556	01/11/2024	PP&L	91 Lee Park Ave 11/22/23-12/29-23	Lee Park/Regent 11/22/23-12/27/23	2,565.83
0000040557	01/12/2024	Krasavage Construction Inc.	plumbing repair		4,000.00
0000040558	01/17/2024	AMAZON CAPITAL SERVICES INC	folders/office chair	supplies ---ind arts	273.80
0000040559	01/17/2024	Clearly	phone service for district/December 2023		737.73
0000040560	01/17/2024	CONTRAST COMMUNICATIONS	phone project	phone line maint plan	24,730.00
0000040561	01/17/2024	EduConsult Consulting	Grant/Advocacy - Dec/Jan 2024		2,000.00
0000040562	01/17/2024	ESS NORTHEAST LLC	Substitute Teachers		15,606.00
0000040563	01/17/2024	Gerritys	gerritys		147.16
0000040564	01/17/2024	NAVIGATE360 LLC	EMS	webcams for vm	6,728.81
0000040565	01/17/2024	School Business Consultants, LLC	Services rendered - December 2023	Zoom subscription 1/5/24-2/4/24	7,595.40
0000040566	01/17/2024	United Parcel Service	weekly service charge 1/6/24		32.90
0000040567	01/18/2024	Kim Franks	Life Skills fieldtrip		165.00
0000040568	01/18/2024	Gerritys	gerritys		440.50
0000040569	01/18/2024	Pennsylvania-American	219 W St Marys Rd/12-8-23/1-9-24	10 1st St/12-8-23/1-9-24	2,270.98
0000040570	01/18/2024	NEW YORK LIFE	New York Life		4,640.73
0000040571	01/18/2024	JARON GEORGE	TAX REFUND		1,784.69
0000040572	01/18/2024	Home Depot Credit Services	maint. supplies		122.43
0000040573	01/18/2024	Tractor Supply Company	maint. supplies		35.98
0000040574	01/22/2024	Geisinger Clinic	Trainer		4,187.20
0000040575	01/22/2024	Hanover Twp.	grant application fee reimbursement		500.00
0000040576	01/22/2024	Law Office of Mark W. Bufalino	Services rendered - December 2023		3,015.73

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Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000040577	01/22/2024	Penteledata	dark fiber transport		587.37
0000040578	01/22/2024	United Parcel Service	weekly service charge 1/13/24		32.90
0000040579	01/22/2024	WVSA	High School/first quarter 2024	128 Main Rd/first quarter 2024	3,629.11
0000040580	01/24/2024	KEVIN R BADMAN	hours worked 1/1/24-1/12/24		487.50
0000040581	01/24/2024	ARTHUR L BOBBOUINE	hours worked 1/1/24-1/12/24		165.00
0000040582	01/24/2024	Floyd Bowen	hours worked 1/1/24-1/12/24		1,155.00
0000040583	01/24/2024	FRANCIS THOMAS COLLIS	hours worked 1/1/24-1/12/24		75.00
0000040584	01/24/2024	MICHAEL J FIGMIC III	hours worked 1/1/24-1/12/24		1,890.00
0000040585	01/24/2024	JAMES HOFFMAN	hours worked 1/1/24-1/12/24		262.50
0000040586	01/24/2024	John A Bilski LLC	hours worked 1/1/24-1/12/24		1,575.00
0000040587	01/24/2024	CHRISTOPHER JONES	hours worked 1/1/24-1/12/24		300.00
0000040588	01/24/2024	Alissa McMickens	hours worked 1/1/24-1/12/24		127.50
0000040589	01/24/2024	STEPHEN L MOORE	hours worked 1/1/24-1/12/24		412.50
0000040590	01/24/2024	Joseph Parsnik	hours worked 1/1/24-1/12/24		2,012.50
0000040591	01/24/2024	Deanna L Piekanski	hours worked 1/1/24-1/12/24		1,636.25
0000040592	01/24/2024	STEVEN DAVID REDDING	hours worked 1/1/24-1/12/24		142.50
0000040593	01/24/2024	ROBERT E RYZNER SR	hours worked 1/1/24-1/12/24		67.50
0000040594	01/24/2024	Stephen J Turinski	hours worked 1/1/24-1/12/24		630.00
0000040595	01/24/2024	Mark & Jillan Bienias	tax refund		80.96
0000040596	01/24/2024	Energy Technologies	tri-zone heat pump installation		12,998.00
0000040597	01/24/2024	Frontier	HG Fax/1/11/24-2/10/24	HS Fire Alarm/1/11/24-2/10/24	168.64
0000040598	01/24/2024	N2Y	Subscription N2Y Life Skills class		198.08
0000040599	01/24/2024	NP BGO Tradeport Building	tax refund		294,474.40

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0000040600	01/24/2024	Pennsylvania-American	12/5/23-1/2-24/W St Marys Rd	12/5/23-1/2-24/10 1st ST	373.01
0000040601	01/24/2024	UGI Utilities Inc.	billing period 12/14/23-1/15/24	billing period 12/15/23-1/16/24/Downing St	79.03
0000040602	01/24/2024	UGI Energy Services Inc.	12/1/23-12/31/23 High School	12/15/23-1/16/24 track & field	10,353.36
0000040603	01/24/2024	Richard Wren	tax refund		1,843.55
0000040604	01/24/2024	WILLIAM N SPAGNOLA	hours worked 1/1/24-1/12/24		770.00
0000040605	01/25/2024	AMAZON CAPITAL SERVICES INC	chargers, cb screens, charging cart for special education	office supplies and bookcase -- principal's office	3,196.63
0000040606	01/25/2024	Balmer Insurance Agency	Tax Collector Bond		2,477.00
0000040607	01/25/2024	Conrad Siegel Inc.	actuarial services rendered from 6/26/23 -12/15/23		3,250.00
0000040608	01/25/2024	Frank P. Crossin Agency Inc.	Tax Collector Bond		2,603.91
0000040609	01/25/2024	Risk Strategies Company	Liberty Mutual Surety		179.00
0000040610	01/25/2024	Roger J. Connors Agency	Tax Collector Bond		611.00
0000040611	01/25/2024	Wilkes-Barre Area Career Cent	Debt service payment - 2/1/24		56,407.00
0000040612	01/25/2024	Hanover Area High School	Yearbook 2023/2024		5,000.00
0000040613	01/25/2024	Wilkes-Barre Area Career Cent	membership payment 2023-2024 - 1/1/24		206,073.00
0000040614	01/26/2024	UGI Utilities Inc.	12/1/23-12/31/23 High School	12/14/23-1/15/24/1st & Colley Sts	4,924.81
0000040615	01/26/2024	UGI Energy Services Inc.	12/14/23-1/15/24/1st & Colley Sts	12/14/23-1/16/24/BL2 Main Road	1,708.11
0000040616	01/26/2024	United Parcel Service	weekly service charge 1/20/24		32.90
0000040617	01/29/2024	I-SAFE INC.	District software renewal		600.00
0000040618	01/29/2024	Pocono Mountain West High School Wrestling	Girls Wrestling		300.00
0000040619	01/29/2024	Verizon Wireless	billing period 12/18/23-1/17/24		18.52
0000040620	01/31/2024	AMAZON CAPITAL SERVICES INC	nurses --- supplies medical		547.73

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0000040621	01/31/2024	CARL T DAUBERT	mileage reimbursement/cross country meet		30.79
0000040622	01/31/2024	Verizon Cabs	facility access services/final payment		968.98
0000040623	02/01/2024	AMAZON CAPITAL SERVICES INC	Supplies for AS class		1,135.56
0000040624	02/02/2024	AMAZON CAPITAL SERVICES INC	guidance supplies -- Carla Myers	Supplies--Guidance	155.74
0000040625	02/02/2024	Gerritys	gerritys		216.93
0000040626	02/02/2024	United Parcel Service	weekly service charge 1/27/24		36.75
0000040627	02/02/2024	AMAZON CAPITAL SERVICES INC	Replacement of Laminator		1,850.75
0000040628	02/02/2024	UGI Utilities Inc.	Alta Rd/12/27/23-1/26/24		18.16
0000040629	02/02/2024	UGI Energy Services Inc.	St Marys Rd/12/15/23-1/16/24	HS/12/27/23-1/26/24	2,371.25
0000040630	02/05/2024	Speech Innovations LLC	Speech Therapy /1/2/24-1/31/24		5,200.00
0000040631	02/06/2024	STEPHEN L MOORE	hours worked 1/15/24-1/26/24		472.50
0000040632	02/06/2024	STEVEN DAVID REDDING	hours worked 1/15/24-1/26/24		172.50
0000040633	02/06/2024	WILLIAM N SPAGNOLA	hours worked 1/15/24-1/26/24		1,610.00
0000040634	02/06/2024	Stephen J Turinski	hours worked 1/15/24-1/26/24		857.50
0000040635	02/06/2024	ARTHUR L BOBBOUINE	hours worked 1/15/24-1/26/24		255.00
0000040636	02/06/2024	Floyd Bowen	hours worked 1/15/24-1/26/24		1,785.00
0000040637	02/06/2024	FRANCIS THOMAS COLLIS	hours worked 1/15/24-1/26/24		315.00
0000040638	02/06/2024	ESS NORTHEAST LLC	PreK Counts Teacher Assistants & Substitute Teachers	PreK Counts Teacher Assistants	19,341.99
0000040639	02/06/2024	CHRISTOPHER JONES	hours worked 1/15/24-1/26/24		255.00
0000040640	02/06/2024	KEVIN R BADMAN	hours worked 1/15/24-1/26/24		510.00
0000040641	02/06/2024	MARGARET DURKIN	Trauma Social Work Services	Margaret Durkin Trauma Social Work Services	4,590.00
0000040642	02/06/2024	MICHAEL J FIGMIC III	hours worked 1/15/24-1/26/24		1,610.00

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Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000040643	02/06/2024	Kim Franks	Life Skills fieldtrip		208.00
0000040644	02/06/2024	John A Bilski LLC	hours worked 1/15/24-1/26/24		892.50
0000040645	02/06/2024	ROBERT E RYZNER SR	hours worked 1/15/24-1/26/24		547.50
0000040646	02/06/2024	JAMES HOFFMAN	hours worked 1/15/24-1/26/24		172.50
				<b>10 - GENERAL FUND</b>	<b>1,125,765.10</b>
				<b>Grand Total All Funds</b>	<b>1,125,765.10</b>
				<b>Grand Total Credit Cards</b>	<b>0.00</b>
				<b>Grand Total Direct Deposits</b>	<b>0.00</b>
				<b>Grand Total Manual Checks</b>	<b>0.00</b>
				<b>Grand Total Other Disbursement Non-negotiables</b>	<b>0.00</b>
				<b>Grand Total Procurement Card Other Disbursement Non-negotiables</b>	<b>0.00</b>
				<b>Grand Total Regular Checks</b>	<b>1,125,765.10</b>
				<b>Grand Total All Payments</b>	<b>1,125,765.10</b>

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Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards  
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000040647	02/07/2024	AEGIS Digital Systems LLC	Lyndwood		1,242.72
0000040648	02/07/2024	ArbiterSports LLC	Athletics		2,595.00
0000040649	02/07/2024	Berkone	Homestead Applications		1,620.73
0000040650	02/07/2024	Best Plumbing Specialties Inc.	plumbing supplies		38.28
0000040651	02/07/2024	Biros Utilities Inc.	portable restrooms		330.00
0000040652	02/07/2024	Blasi Printing Corp.	New Business Cards Principals		180.00
0000040653	02/07/2024	Bloomsburg Metal Co	steel bars		198.00
0000040654	02/07/2024	Alexandria Briggs-Reichart	Stage Partners ---Play supplies	HS Play-- licensing for music	813.62
0000040655	02/07/2024	Broadway Media	Stage Projector Rental		1,895.00
0000040656	02/07/2024	BUTTON OIL COMPANY	Fuel Payment		12,566.86
0000040657	02/07/2024	Canon-McMillan School District	Tuition for student attending out of the district		9,441.96
0000040658	02/07/2024	Anthony Cherkauskas	mileage reimbursement 1/8/24-1/31/24		156.98
0000040659	02/07/2024	Children's Service Center	Tuition for students attending out of the district		27,812.00
0000040660	02/07/2024	Cintas Corporation	cleaning supplies	house keeping supplies	1,367.13
0000040661	02/07/2024	Citizen's Voice	Legal Notices/December 2023		94.16
0000040662	02/07/2024	CIT	District Copiers #44064494		2,665.36
0000040663	02/07/2024	Brittany Driscoll Hernandez	mileage reimbursement 12/4/23-12/20/23		14.41
0000040664	02/07/2024	BERNADETTE HESS	mileage reimbursement 10/2/23-12/22/23		1,827.45
0000040665	02/07/2024	Adrienne Maxwell	mileage reimbursement 12/1/23-1/31/24		230.46
0000040666	02/07/2024	Alita Soulsby	mileage reimbursement/Conference		131.26
0000040667	02/07/2024	JOHN BLEICH	mileage reimbursement 10/23/23-1/29/24		420.15
0000040668	02/07/2024	Clearfly	district phone service/Feb. 2024		737.11

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Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000040669	02/07/2024	CONTRAST COMMUNICATIONS	phone line maint plan		1,280.00
0000040670	02/07/2024	COOPER ELECTRIC	lights		70.97
0000040671	02/07/2024	Draintech Inc	drain clearing		935.00
0000040672	02/07/2024	EPSCO	plumbing repair		213.32
0000040673	02/07/2024	Frank P. Crossin Agency Inc.	workers compensation payroll audit		25,303.00
0000040674	02/07/2024	Geisinger Clinic	Trainer Nov		4,187.20
0000040675	02/07/2024	Greater Nanticoke School District Transportation	Cross Country transportation		227.56
0000040676	02/07/2024	Jennifer Guesto	mileage reimbursement 12/5/23-1/25/24		89.08
0000040677	02/07/2024	Hanover Area School District	PreK Counts Snacks January 2024	Memorial Reward Party	987.42
0000040678	02/07/2024	H-A TRANSPORTATION LLC	January Bus Payment		164,097.60
0000040679	02/07/2024	Henry Schein Inc.	nurses — supplies medical		251.09
0000040680	02/07/2024	Herff Jones	Diploma Covers		1,510.73
0000040681	02/07/2024	Herff Jones	Valedictorian & Salutatorian Stickers		11.64
0000040682	02/07/2024	ifloortape LLC	Music items for elementary schools		101.69
0000040683	02/07/2024	IMPERIAL DADE	tissues		1,677.06
0000040684	02/07/2024	Jay's Business Systems	district contract charges #84169		2,115.04
0000040685	02/07/2024	KEYSTONE VALLEY TRANSPORTATION LLC	January Van Payment		39,244.22
0000040686	02/07/2024	KidsPeace Childrens Hospital	Tuition for students attending out of the district		440.00
0000040687	02/07/2024	KELLIE M KUHL	Reimbursement for PA Keys Training		7.00
0000040688	02/07/2024	Law Office of Mark W. Bufalino	Professional Services - January 2024		1,423.50
0000040689	02/07/2024	Susan Isopi	mileage reimbursement - 12-19-23-1-26-24		173.15

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Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000040690	02/07/2024	Lisa Janison	mileage reimbursement 1/3/24-1/31/24		284.21
0000040691	02/07/2024	Leader Services	Programming		1,250.00
0000040692	02/07/2024	LUZERNE INTERMEDIATE UNIT 18	23/24 Special Education Contracted Services	Remote Interpreting	61,484.10
0000040693	02/07/2024	Main Hardware	maint. supplies/grounds	maint. supplies	583.17
0000040694	02/07/2024	Montour School District	Tuition for student attending out of the district		3,000.16
0000040695	02/07/2024	New Story LLC	Tuition for students attending out of the district		56,720.00
0000040696	02/07/2024	PACE Transportation	January Van Payment		30,587.12
0000040697	02/07/2024	PAFPC	PAFPC Membership D. Pugh		50.00
0000040698	02/07/2024	MARY M PANETTA	Stamps for Tax Collector		42.90
0000040699	02/07/2024	PA Principals Association	Membership Dues PPA		605.00
0000040700	02/07/2024	Pearson Education Inc.	Testing materials for Bryan Finn		21.25
0000040701	02/07/2024	Pennsylvania Paper & Supply Co	house keeping supplies		3,269.74
0000040702	02/07/2024	PLD Associates	Boiler repair	back flow testing	4,933.01
0000040703	02/07/2024	Port Elevator	elevator service		222.00
0000040704	02/07/2024	RELIABLE TRANSPORTATION	December Van Payment		14,085.22
0000040705	02/07/2024	Ron's Service Station LLC	vehicle inspection/repair	vehicle repair	1,379.62
0000040706	02/07/2024	Salisbury Township	Tuition for student attending out of the district		2,824.32
0000040707	02/07/2024	Salvadori Center Ltd.	Salvadori Learning Loss Programs ARP ESSER Learning Loss	Salvadori After School Programs ARP ESSER Set Aside After School Programs	71,280.00
0000040708	02/07/2024	School Specialty Education	Kindergarten Graduation Certificates		55.79
0000040709	02/07/2024	Terry Schnee	Reimbursement for PBIS Items		50.00

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0000040710	02/07/2024	Sherwin Williams Company	paint		104.09
0000040711	02/07/2024	Sportman's	Reunion hats basketball		490.90
0000040712	02/07/2024	Staples Advantage	chairs/Board Room	Office Chair ---	1,816.54
0000040713	02/07/2024	Skyler Steinruck	mileage reimbursement 12/1/23-1/31/24		218.63
0000040714	02/07/2024	Therapro	Supplies for OT		399.85
0000040715	02/07/2024	TK ELEVATOR CORPORATION	elevator service		893.76
0000040716	02/07/2024	Torbik Safe & Lock Inc.	keys		18.46
0000040717	02/07/2024	United Rentals	Vertical Lift Rental		261.54
0000040718	02/07/2024	Valley Power Equipment	grounds equipment		61.83
0000040719	02/07/2024	Waste Reduction Recycling & Transfer Inc.	dumpster		317.53
0000040720	02/07/2024	Western PA School	Special Transportation/Interpreting	Interpreting	4,150.00
0000040721	02/07/2024	Wet Paint Printing & Design	Winter Sport Calendars		175.00
0000040722	02/07/2024	Wilkes-Barre Area Career Cent	2023-2024 Membership Payment - 3/1/24		168,230.00
0000040723	02/07/2024	Glen Summit Springs	4567/Memorial	7189/HS Nurse	271.89
0000040724	02/07/2024	Metz Culinary Management	breakfast for teachers	Board Meeting Dinner	1,058.10
0000040725	02/07/2024	Phoenix Scale and Food Services	Wrestling Scale		567.00
0000040726	02/07/2024	SPECIALIZED EDUCATION OF PENNSYLVANIA INC.	Student slots	Tuition and related services for students attending out of the district	406,859.50

\* - Non-Negotiable Disbursement

+ - Procurement Card Non-Negotiable

# - Payable within Payment

P - Prenote

D - Direct Deposit

C - Credit Card

**FUND ACCOUNTING PAYMENT SUMMARY**

**Bank Account:** GN - FNCB GENERAL FUND **Payment Dates:** 02/07/2024 - 02/07/2024

**Payment Categories:** Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards  
**Sort:** Payment Number

<b>10 - GENERAL FUND</b>	<b>1,149,347.14</b>
<b>Grand Total All Funds</b>	<b>1,149,347.14</b>
<b>Grand Total Credit Cards</b>	<b>0.00</b>
<b>Grand Total Direct Deposits</b>	<b>0.00</b>
<b>Grand Total Manual Checks</b>	<b>0.00</b>
<b>Grand Total Other Disbursement Non-negotiables</b>	<b>0.00</b>
<b>Grand Total Procurement Card Other Disbursement Non-negotiables</b>	<b>0.00</b>
<b>Grand Total Regular Checks</b>	<b>1,149,347.14</b>
<b>Grand Total All Payments</b>	<b>1,149,347.14</b>

**RESOLUTION**

**CONCERNING INTERMEDIATE UNIT BUDGET**

**Section 914-A (6) (i) Act 102 of 1970, requires that the Intermediate Unit budget shall be approved by "at least a majority of the school districts comprising the intermediate unit."**

At a meeting on \_\_\_\_\_, 2024 by a vote of:      **YES** to      **NO** with      **abstaining** and      **absent** as recorded in the minutes, the members of the Board of Directors of \_\_\_\_\_ **School District**, a member of Luzerne Intermediate Unit #18, approved      or disapproved      the budget of the Intermediate Unit for the fiscal year July 1, 2024 to June 30, 2025.

\_\_\_\_\_  
(President)

Attest:  
  
\_\_\_\_\_  
(Secretary)

**SEAL**

**Instructions:** Each school district will file one copy of this form with the Intermediate Unit office and it shall be made part of the Intermediate Unit budget file to confirm compliance with Section 914-A (6) (i) Act 102 of 1970.

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**LUZERNE INTERMEDIATE UNIT**  
**2024/2025 GENERAL OPERATING BUDGET**  
**MEMBER DISTRICT SUPPORT REVENUE**

EXHIBIT - F - 4

	<u>2023-2024</u>	<u>2024-2025</u>	Increase ( Decrease )
1. Hazleton Area	23,092.00	0.00	(23,092.00)
2. Wilkes-Barre Area	15,682.00	0.00	(15,682.00)
3. Wyoming Valley West	9,047.00	0.00	(9,047.00)
4. Tunkhannock Area	8,557.00	0.00	(8,557.00)
5. Crestwood	8,469.00	0.00	(8,469.00)
6. Dallas	7,784.00	0.00	(7,784.00)
7. Pittston Area	8,579.00	0.00	(8,579.00)
8. Lake Lehman	6,267.00	0.00	(6,267.00)
9. Wyoming Area	4,923.00	0.00	(4,923.00)
10. Hanover Area	3,824.00	0.00	(3,824.00)
11. Greater Nanticoke Area	2,992.00	0.00	(2,992.00)
12. Northwest Area	<u>2,814.00</u>	<u>0.00</u>	<u>(2,814.00)</u>
	<u>\$102,030.00</u>	<u>\$0.00</u>	<u>-\$102,030.00</u>

**Note: The total amount of \$-0- represents a \$102,030.00 decrease from the 2023-2024 amount of \$102,030.00**  
**Note: Individual district amounts are decreased based on PDE WADM's and Aid Ratios.**

**LUZERNE INTERMEDIATE UNIT  
2024/2025 GENERAL OPERATING BUDGET  
MEMBER DISTRICT SUPPORT  
CURRICULUM PROGRAM REVENUE**

EXHIBIT - F - 4

	<u>2023-2024</u>	<u>2024-2025</u>	<u>Increase ( Decrease )</u>
1. Hazleton Area	\$99,104.00	\$64,506.00	(\$34,598.00)
2. Wilkes-Barre Area	67,302.00	43,378.00	(23,924.00)
3. Wyoming Valley West	38,825.00	25,137.00	(13,688.00)
4. Tunkhannock Area	36,720.00	23,884.00	(12,836.00)
5. Crestwood	36,342.00	23,540.00	(12,802.00)
6. Dallas	33,404.00	21,629.00	(11,775.00)
7. Pittston Area	36,814.00	24,624.00	(12,190.00)
8. Lake Lehman	26,896.00	17,379.00	(9,517.00)
9. Wyoming Area	21,128.00	13,677.00	(7,451.00)
10. Hanover Area	16,408.00	10,632.00	(5,776.00)
11. Greater Nanticoke Area	12,839.00	8,318.00	(4,521.00)
12. Northwest Area	<u>12,075.00</u>	<u>7,802.00</u>	<u>(4,273.00)</u>
	<u>\$437,857.00</u>	<u>\$284,506.00</u>	-\$153,351.00
PDE Funding Initiatives			131,155.01
			<u>-</u>
Total 2024-25 Curriculum Costs			<u>\$284,506.01</u>



**LUZERNE INTERMEDIATE UNIT  
2024/2025 GENERAL OPERATING BUDGET  
ESTIMATED REVENUES AND RECEIPTS**

EXHIBIT - F - 4

ACCOUNT	DESCRIPTION	Actual Income <u>2022-2023</u>	Budget <u>2023-2024</u>	Budget <u>2024-2025</u>
9900	Beginning Fund Balance / Transfer	\$ -	\$ -	\$ -
6510	Earnings from Temporary Deposits	-	-	10,000
6511	Earnings from Temporary Deposits - Federal	500	2,000	500
6810	Income - Other Programs / Grants	-	-	-
6910	Rental Revenue	281,493	199,818	179,364
6911	Miscellaneous Revenue - Act 89	58,680	55,664	50,354
6990	Miscellaneous Revenue - Indirect Cost	932,256	720,002	826,129
6950	Miscellaneous Revenue - Behavioral Health	120,654	50,000	120,654
6991	Misc. Revenue Curriculum / Grant Funding	123,757	123,276	123,276
6994	Continuing Professional Education	46,404	56,313	56,313
6995	Miscellaneous Revenue - Sp. Ed.	401,054	400,378	404,434
6996	Miscellaneous Revenue - Transportation	84,796	89,485	87,546
6997	Miscellaneous Revenue - Technology	51,903	50,000	50,000
6998	Other Miscellaneous Revenue	12,919	83,148	16,874
6999	Miscellaneous Revenue - Graphic Arts	7,461	19,699	13,580
7120	General Operating Budget - State	-	-	-
7130	Capital Subsidy	-	-	-
7800	Revenue for Social Security	223,940	173,117	170,668
7900	Revenue for Retirement	766,596	722,919	816,364
8810	Medical Assistance - Access Revenue	96,282	83,517	89,899
9631	Support by Withholding	152,030	102,030	-
9631	Support by Withholding - Curriculum	437,857	437,857	284,506
9631	Support by Withholding - Instructional Tech.	-	-	-
		-	-	-
	<b>TOTAL ESTIMATED REVENUES &amp; BEGINNING CASH BALANCE</b>	<b><u>\$ 3,798,582</u></b>	<b><u>\$ 3,369,223</u></b>	<b><u>\$ 3,300,462</u></b>

**LUZERNE INTERMEDIATE UNIT  
2024/2025 GENERAL OPERATING BUDGET  
TOTAL ESTIMATED EXPENDITURES**

EXHIBIT - F-4

	<u>Actual Expense 2022-2023</u>	<u>Budget 2023-2024</u>	<u>Budget 2024-2025</u>
Administrative Budget	\$ 962,138	\$ 1,148,823	\$ 1,314,638
Curriculum Service Budget	302,430	550,469	284,506
Educational Planning Service Budget	-	-	-
Instructional Materials Service Budget	49,025	76,585	80,532
Management Services Budget	-	-	-
Continuing Professional Education Service	56,571	47,678	47,678
State and Federal Coordinator Budget	52,423	88,843	89,973
Parent, Teacher, Administrative Center Budget	-	-	-
Technology & Computer Diagnostics	637,733	751,551	773,174
Graphic Arts	106,404	130,388	132,572
Operation & Maintenance of Plant Services	<u>398,139</u>	<u>416,588</u>	<u>419,091</u>
Total Estimated Expenditures	\$ 2,564,863	\$ 3,210,925	\$ 3,142,164
Other Financing Uses	<u>137,566</u>	<u>158,298</u>	<u>158,298</u>
Grand Total Estimated Expenditures	<u>\$ 2,702,429</u>	<u>\$ 3,369,223</u>	<u>\$ 3,300,462</u>

GENERAL ADMINISTRATION

EXHIBIT - F-4

EXPENDITURES

Function	Object	Description	Actual Expense <u>2022-2023</u>	Budget <u>2023-2024</u>	Budget <u>2024-2025</u>
<b>BOARD SECRETARY SERVICES</b>					
2310	110	Board Services (Secretary Salary)	\$ -	\$ -	\$ -
2390	130	Salaries - Human Resources	81,910	87,778	140,878
2310	150	Salaries/Office/Clerical-Sec. to Board	-	-	-
2390	210	Group Insurance	27,483	44,151	53,892
2390	220	Social Security Contribution	5,933	6,715	10,777
2390	230	Retirement Contribution	27,326	29,845	47,758
2390	250	Unemployment Compensation	-	219	352
2390	260	Workmen's Compensation	-	1,317	2,113
2390	525	Insurance	-	300	300
2390	530	Communications (Phone, Postage)	377	500	500
2310	540	Advertising	-	500	500
2390	580	Travel, Local Mileage, Subsistence	-	500	500
2390	610	General Supplies	495	500	500
2390	810	Dues & Fees-Membership (PAIU)	-	1,500	1,500
2390	300	Purchased Prof. & Tech. Services	-	250	250
2390	240	Tuition Reimbursement	-	-	-
			<u>\$ 143,524</u>	<u>\$ 174,074</u>	<u>\$ 259,820</u>

GENERAL ADMINISTRATION

EXHIBIT - F-4

EXPENDITURES

Function	Object	Description	Actual Expense 2022-2023	Budget 2023-2024	Budget 2024-2025
<b>BOARD TREASURER'S SERVICES</b>					
2320	110	Board Treasurer's Services-Salary	\$ -	\$ -	\$ -
2320	220	Social Security Contribution	-	-	-
2320	260	Workmen's Compensation	-	-	-
2320	580	Travel, Local Mileage, Subsistence	-	100	100
2320	525	Bonding Insurance	-	150	150
			<u>\$ -</u>	<u>250</u>	<u>\$ 250</u>

GENERAL ADMINISTRATION

EXHIBIT - F-4

EXPENDITURES

Function	Object	Description	Actual Expense <u>2022-2023</u>	Budget <u>2023-2024</u>	Budget <u>2024-2025</u>
<b>LEGAL SERVICES</b>					
2350	300	Legal Services - Purchased Professional & Tech. Services	\$ 12,000	\$ 12,000	\$ 16,000
2350	330	Professional Legal Services	264	15,000	15,000
2350	210	Group Insurance	31,811	31,819	34,135
2350	220	Social Security Contribution	918	918	1,224
2350	230	Retirement Contribution	-	-	-
2350	260	Workmen's Compensation	-	-	-
2350	610	General Supplies	-	-	-
2350	810	Dues - Fees - Memberships	-	-	-
2350	580	Travel	-	-	-
			<u>\$ 44,993</u>	<u>\$ 59,737</u>	<u>\$ 66,359</u>

GENERAL ADMINISTRATION

EXHIBIT - F-4

EXPENDITURES

Function	Object	Description	Actual Expense 2022-2023	Budget 2023-2024	Budget 2024-2025
<b>OFFICE OF EXECUTIVE DIRECTOR SVCS</b>					
2360	110	Salaries-Official/Administrative	\$ -	\$ 84,391	\$ 87,598
2360	130	Professional - Other	-	-	-
2360	150	Salaries - Office/Clerical	54,026	54,239	55,731
2360	210	Group Insurance	5,657	28,715	30,253
2360	220	Social Security Contribution	4,050	10,605	10,965
2360	230	Retirement Contribution	18,613	47,134	48,588
2360	250	Unemployment Compensation	-	347	358
2360	260	Workmen's Compensation	-	2,079	2,150
2360	530	Communication	-	500	500
2360	580	Travel, Local Mileage, Subsistence	-	1,250	1,250
2360	610	General Supplies	754	1,250	1,250
2360	640	Books & Periodicals	1,921	1,000	1,000
2360	750	Equipment - Original/Additional	13,119	3,000	14,000
2360	810	Dues & Fees	10,633	15,000	15,000
2360	300	Purchase - Services	640	3,000	3,000
			<u>\$ 109,413</u>	<u>\$ 252,511</u>	<u>\$ 271,643</u>

GENERAL ADMINISTRATION

EXPENDITURES

Function	Object	Description	Actual Expense 2022-2023	Budget 2023-2024	Budget 2024-2025
<b>SUPPORT SERVICES - BUSINESS</b>					
2500	150	Salaries/Office/Clerical	\$ 113,281	\$ 83,403	\$ 106,667
2500	130	Salaries/Professional	245,069	237,687	249,803
2500	210	Group Insurance	116,024	112,182	118,900
2500	220	Social Security Contribution	26,866	24,563	27,270
2500	230	Retirement Contribution	114,528	109,171	120,843
2500	250	Unemployment Compensation	-	803	891
2500	260	Workmen's Compensation	-	4,819	5,350
2500	290	Other Employee Benefits	-	-	-
2500	300	Purchased Prof. & Tech. Svcs.	42,685	40,000	43,000
2500	330	Other Professional Services	30,062	25,000	30,000
2500	240	Tuition Reimbursement	-	-	-
2500	521	Fire Insurance	-	-	-
2500	523	General Property & Liability Ins.	-	8,500	5,000
2500	530	Communications	1,318	2,500	2,500
2500	580	Travel, Mileage, & Subsistence	1,258	500	500
2500	610	General Supplies	886	5,000	2,500
2500	750	Equipment - Original & Additional	-	-	-
2500	810	Dues - Fee - Membership	-	1,500	1,500
2500	640	Books	-	-	-
		Expenditures	<u>691,977</u>	<u>655,628</u>	<u>714,723</u>
5240	001	Debt Service Fund Transfers	7,747	7,747	7,747
5240	002	Debt Service Fund Transfers	8,239	8,239	8,239
5240	003	Debt Service Fund Transfers	<u>9,241</u>	<u>9,241</u>	<u>9,241</u>
		Grand Total	<u>\$ 717,204</u>	<u>\$ 680,855</u>	<u>\$ 739,950</u>
		Total Administration	<u>\$ 989,907</u>	<u>\$ 1,142,200</u>	<u>\$ 1,312,796</u>

CURRICULUM SERVICES

EXHIBIT - F-4

EXPENDITURES

Function	Object	Description	Actual Expense 2022-2023	Budget 2023-2024	Budget 2024-2025
2260	110	Salaries-Official/Administrative	\$ -	\$ -	\$ -
2260	130	Salaries/Professional	123,189	285,560	129,527
2260	150	Salaries, Secretarial & Other	24,246	24,546	25,109
2260	210	Group Insurance	9,504	87,820	44,179
2260	220	Social Security Contribution	12,342	23,723	11,830
2260	230	Retirement Contribution	80,384	105,436	52,421
2260	240	Tuition Reimbursement	5,132	-	-
2260	250	Unemployment Compensation	-	775	387
2260	260	Workmen's Compensation	-	3,108	1,553
2260	300	Professional Educational Services	29,881	10,000	10,000
2260	530	Communications	4,164	3,000	3,000
2260	550	Printing	-	500	500
2260	580	Travel, Local mileage, Subsistence	1,925	4,000	4,000
2260	610	General Supplies	11,354	1,500	1,500
2260	640	Books & Periodicals	-	-	-
2260	750	Equipment - Original & Additional	-	-	-
2260	810	Dues - Fees - Membership	309	500	500
		<b>Total Expenditures</b>	<b>\$ 302,430</b>	<b>\$ 550,469</b>	<b>\$ 284,506</b>
5240	005	Debt Service Fund Transfers	1,320	1,320	1,320
		<b>Grand Total</b>	<b>\$ 303,750</b>	<b>\$ 551,789</b>	<b>\$ 285,826</b>



EDUCATIONAL PLANNING SERVICE

EXHIBIT - F-4

EXPENDITURES

Function	Object	Description	Actual Expense 2022-2023	Budget 2023-2024	Budget 2024-2025
2810	120	Salaries - Professional - Ed.	\$ -	\$ -	\$ -
2810	150	Salaries - Secretarial & Other	-	-	-
2810	210	Group Insurance	-	-	-
2810	220	Social Security Contribution	-	-	-
2810	230	Retirement Contribution	-	-	-
2810	250	Unemployment Compensation	-	-	-
2810	260	Workmen's Compensation	-	-	-
2810	300	Professional - Educational Services	-	-	-
2810	530	Communications	-	-	-
2810	580	Travel, Local Mileage, Subsistence	-	-	-
2810	610	General Supplies	-	-	-
2810	640	Books & Periodicals	-	-	-
2810	750	Equipment - Original & Additional	-	-	-
2810	810	Dues & Fees	-	-	-
		Total Expenditures	\$ -	\$ -	\$ -
5240	006	Debt Service Fund Transfers	1,320	1,320	1,320
		Grand Total	\$ 1,320	\$ 1,320	\$ 1,320

**CONTINUING PROFESSIONAL EDUCATION SERVICES**

EXHIBIT - F-4

**EXPENDITURES**

<b>Function</b>	<b>Object</b>	<b>Description</b>	<b>Actual Expense 2022-2023</b>	<b>Budget 2023-2024</b>	<b>Budget 2024-2025</b>
2270	120	Salaries - Professional - Ed.	\$ 47,200	\$ 35,000	\$ 35,000
2270	150	Salaries - Clerical & Other	-	-	-
2270	210	Group Insurance	874	-	-
2270	220	Social Security Contribution	3,594	2,678	2,678
2270	230	Retirement Contribution	-	-	-
2270	250	Unemployment Compensation	-	-	-
2270	260	Workmen's Compensation	-	-	-
2270	300	Professional - Educational Svcs.	4,903	10,000	10,000
2270	530	Communications	-	-	-
2270	580	Travel, Mileage, Subsistence	-	-	-
2270	610	General Supplies	-	-	-
2270	640	Books & Periodicals	-	-	-
2270	750	Equipment - Original & Additional	-	-	-
2270	810	Dues - Fees	-	-	-
		<b>Total Expenditures</b>	<b>\$ 56,571</b>	<b>\$ 47,678</b>	<b>\$ 47,678</b>
5240	009	Debt Service Fund Transfers	1,320	1,320	1,320
		<b>Grand Total</b>	<b>\$ 57,891</b>	<b>\$ 48,998</b>	<b>\$ 48,998</b>

**MANAGEMENT SERVICES**

EXHIBIT - F-4

**EXPENDITURES**

<b>Function</b>	<b>Object</b>	<b>Description</b>	<b>Actual Expense 2022-2023</b>	<b>Budget 2023-2024</b>	<b>Budget 2024-2025</b>
2860	120	Salaries, Professional - Ed.	\$ -	\$ -	\$ -
2860	210	Group Insurance	-	-	-
2860	220	Social Security Contribution	-	-	-
2860	230	Retirement Contribution	-	-	-
2860	250	Unemployment Compensation	-	-	-
2860	260	Workmen's Compensation	-	-	-
2860	300	Professional - Educational Svc.	-	-	-
2860	530	Communications	-	-	-
2860	540	Advertising	-	-	-
2860	580	Travel, Mileage, Subsistence	-	-	-
2860	610	General Supplies	-	-	-
2860	640	Books & Periodicals	-	-	-
2860	750	Equipment	-	-	-
2860	810	Dues & Fees	-	-	-
		<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
5240	008	Debt Service Fund Transfers	<u>1,320</u>	<u>1,320</u>	<u>1,320</u>
		<b>Grand Total</b>	<b><u>\$ 1,320</u></b>	<b><u>\$ 1,320</u></b>	<b><u>\$ 1,320</u></b>

## STATE AND FEDERAL COORDINATOR

EXHIBIT - F-4

## EXPENDITURES

Function	Object	Description	Actual Expense 2022-2023	Budget 2023-2024	Budget 2024-2025
2850	120	Salaries, Professional - Ed.	\$ 20,730	\$ 47,836	\$ 48,003
2850	150	Salaries, Secretarial & Other	-	-	-
2850	210	Group Insurance	646	17,546	18,485
2850	220	Social Security Contribution	3,765	3,659	3,672
2850	230	Retirement Contribution	23,184	16,264	16,273
2850	250	Unemployment Compensation	-	120	120
2850	260	Workmen's Compensation	-	718	720
2850	300	Professional - Education Svcs.	2,736	1,250	1,250
2850	530	Communications	377	500	500
2850	580	Travel, Mileage, Subsistence	817	400	400
2850	610	General Supplies	168	550	550
2850	640	Books & Periodicals	-	-	-
2850	750	Equipment - Original & Additional	-	-	-
2850	810	Dues	-	-	-
		Total Expenditures	\$ 52,423	\$ 88,843	\$ 89,973
5240	007	Debt Service Fund Transfers	1,320	1,320	1,320
		Grand Total	\$ 53,743	\$ 90,163	\$ 91,293

**INSTRUCTIONAL MEDIA SERVICES BUDGET**

EXHIBIT - F - 4

**EXPENDITURES**

<b>Function</b>	<b>Object</b>	<b>Description</b>	<b>Actual Expense 2022-2023</b>	<b>Budget 2023-2024</b>	<b>Budget 2024-2025</b>
2220	110	Salaries, Official/Administrative	\$ -	\$ -	\$ -
2220	150	Salaries, Office/Clerical	29,572	29,178	30,678
2220	160	Salaries, Crafts & Trades	-	-	-
2220	140	Salaries, Technical Work	-	-	-
2220	210	Group Insurance	6,895	33,994	35,821
2220	220	Social Security Contribution	2,240	2,232	2,347
2220	230	Retirement Contribution	10,318	9,921	10,400
2220	250	Unemployment Compensation	-	73	77
2220	260	Workmen's Compensation	-	438	460
2220	300	Purchased Professional & Tech. Svcs.	-	-	-
2220	430	Repairs and Maintenance	-	-	-
2220	520	General Insurance	-	-	-
2220	521	Fire Insurance	-	-	-
2220	530	Communication	-	-	-
2220	540	Legal Advertisements	-	-	-
2220	580	Travel, Local Mileage, Subsistence	-	-	-
2220	610	General Supplies	-	-	-
2220	626	Gasoline	-	-	-
2220	640	Books & Periodicals	-	-	-
2220	750	Equipment - Original & Additional	-	-	-
2220	810	Dues - Fees - Membership	-	750	750
		<b>Total Expenditures</b>	<b>\$ 49,025</b>	<b>\$ 76,585</b>	<b>\$ 80,532</b>
5240	004	Debt Service Fund Transfers	<u>10,561</u>	<u>10,561</u>	<u>10,561</u>
		<b>Grand Total</b>	<b><u>\$ 59,586</u></b>	<b><u>\$ 87,146</u></b>	<b><u>\$ 91,093</u></b>

EXPENDITURES

Function	Object	Description	Actual Expense <u>2022-2023</u>	Budget <u>2023-2024</u>	Budget <u>2024-2025</u>
2250	120	Salaries - Professional & Ed.	\$ -	\$ -	\$ -
2250	130	Salaries - Professional & Other	-	-	-
2250	150	Salaries - Clerical	-	-	-
2250	210	Group Insurance	-	-	-
2250	220	Social Security Contribution	-	-	-
2250	230	Retirement Contribution	-	-	-
2250	240	Tuition Reimbursement	-	-	-
2250	250	Unemployment Compensation	-	-	-
2250	260	Workmen's Compensation	-	-	-
2250	300	Professional-Educational Svcs.	-	-	-
2250	530	Communications	-	-	-
2250	550	Printing	-	-	-
2250	580	Travel, Mileage, Subsistence	-	-	-
2250	610	General Supplies	-	-	-
2250	640	Books & Periodicals	-	-	-
2250	810	Dues & Fees	-	-	-
2250	750	Equipment	-	-	-
		Total Expenditures	\$ -	\$ -	\$ -
5240	010	Debt Service Fund Transfers	<u>9,241</u>	<u>9,241</u>	<u>9,241</u>
		Grand Total	<u>\$ 9,241</u>	<u>\$ 9,241</u>	<u>\$ 9,241</u>

Technology & Computer Diagnostics

EXHIBIT - F - 4

EXPENDITURES

Function	Object	Description	Actual Expense 2022-2023	Budget 2023-2024	Budget 2024-2025
2840	130	Salaries - Professional & Ed.	\$ 107,000	\$ 109,200	\$ 111,400
2840	140	Salaries, Technical Work	166,878	199,081	204,639
2840	150	Salaries - Clerical	30,178	30,778	31,528
2840	210	Group Insurance	112,043	146,341	156,110
2840	220	Social Security Contribution	22,918	25,938	26,589
2840	230	Retirement Contribution	105,364	115,280	117,825
2840	240	Tuition Reimbursement	-	-	-
2840	250	Unemployment Compensation	-	848	869
2840	260	Workmen's Compensation	-	5,086	5,214
2840	340	Professional-Educational Svcs.	26,000	35,000	35,000
2840	530	Communications	4,068	6,000	6,000
2840	430	Repairs & Maintenance	300	500	500
2840	580	Travel, Mileage, Subsistence	2,459	2,000	2,000
2840	610	General Supplies	44,385	55,000	55,000
2840	750	Equipment	16,140	20,000	20,000
2840	810	Dues	-	500	500
		Total Expenditures	\$ 637,733	\$ 751,551	\$ 773,174
5240	011	Debt Service Fund Transfers	10,561	10,561	10,561
		Grand Total	\$ 648,294	\$ 762,112	\$ 783,735

OPERATION AND MAINTENANCE OF PLANT SERVICES

EXHIBIT - 4

EXPENDITURES

Function	Object	Description	Actual Expense 2022-2023	Budget 2023-2024	2024-2025
2600	110	Salaries, Official/Administrative	\$ 51,000	\$ 72,110	\$ 74,030
2600	180	Salaries - Custodian	37,191	49,506	46,956
2600	210	Group Insurance	25,957	53,319	56,836
2600	220	Social Security	8,187	9,304	9,255
2600	230	Retirement	34,797	41,349	41,014
2600	250	Unemployment Compensation	343	1,500	1,500
2600	260	Workmen's Compensation	6,274	7,500	7,500
2600	300	Purchased Professional & Tech. Svcs.	16,924	2,500	2,500
2600	410	Cleaning Services	-	-	-
2600	420	Utility Services	87,962	75,000	75,000
2600	430	Repairs & Maintenance	87,717	35,000	35,000
2600	440	Rentals	10,650	10,000	10,000
2600	610	Supplies	6,435	30,000	30,000
2600	620	Gasoline	1,836	2,500	2,500
2600	523	Property Insurance	-	4,500	4,500
2600	530	Communications	18,765	15,000	15,000
2600	580	Travel	4,101	7,500	7,500
		Total Expenditures	\$ 398,139	\$ 416,588	\$ 419,091
5240	011	Debt Service Fund Transfers	70,095	70,095	70,095
		Grand Total	\$ 468,234	\$ 486,683	\$ 489,186



## EXPENDITURES

Function	Object	Description	Actual Expense 2022-2023	Budget 2023-2024	Budget 2024-2025
2540	140	Salaries, Technical Work	\$ 45,049	\$ 45,897	\$ 47,022
2540	210	Group Insurance	9,231	11,572	12,189
2540	220	Social Security Contribution	3,413	3,511	3,597
2540	230	Retirement Contribution	15,479	15,605	15,940
2540	240	Tuition Reimbursement	-	-	-
2540	250	Unemployment Compensation	-	115	118
2540	260	Workmen's Compensation	-	688	705
2540	340	Professional-Technical Svcs.	30,934	50,000	50,000
2540	530	Communications	-	500	500
2540	580	Travel, Mileage, Subsistence	-	-	-
2540	610	General Supplies	2,298	2,500	2,500
2540	640	Books & Periodicals	-	-	-
2540	810	Dues & Fees	-	-	-
2540	750	Equipment	-	-	-
		Total Expenditures	\$ 106,404	\$ 130,388	\$ 132,572
5240	010	Debt Service Fund Transfers	5,281	5,281	5,281
		Grand Total	\$ 111,685	\$ 135,669	\$ 137,853

LUZERNE INTERMEDIATE UNIT  
FISCAL YEAR 2024-2025  
BUDGET INFORMATION AND COMMENTS

EXHIBIT - F-4

1. There are three financial columns in the budget. The left hand column reflects the actual expenditures for 2022-2023. This total is \$2,702,429.00. The center column reflects the budget for 2023-2024, and this total is \$3,369,223. The right hand column reflects the proposed budget for 2024-2025. This total is \$3,300,462. This is a decrease of \$68,761.
2. **After a 2023/2024 \$50,000 decrease from member districts, the total contribution for the 2024/2025 budget is decreased by \$102,030. This decrease will result in contributions from member districts decreasing to \$-0-. The total district contribution of \$284,506 for the LIU18 Curriculum/Office of Professional Development is decreased by \$153,351.**
3. The contribution from member districts is based on the 2022-2023 WADM'S and the AID RATIO payable in 2024-2025. There will be a change in the AID RATIO and WADM'S when the official 2023-2024 AID RATIO payable and the 2022-2023 WADM'S are received from the Department of Education. There will be a slight change in individual district contribution, however the total local withholding from the twelve member districts will remain at \$-0- and \$284,506.

**LUZERNE INTERMEDIATE UNIT  
MEMBER DISTRICT SUPPORT REVENUE  
EIGHT YEAR SUMMARY**

	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-2022</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>8 Year ( Decrease )</u>
1. Hazleton Area	92,383.00	80,945.00	68,057.00	56,407.00	45,504.00	34,063.00	23,092.00	0.00	(92,383.00)
2. Wilkes-Barre Area	62,035.00	54,253.00	46,756.00	40,363.00	31,294.00	23,495.00	15,682.00	0.00	(62,035.00)
3. Wyoming Valley West	36,029.00	31,296.00	27,208.00	22,305.00	17,512.00	13,122.00	9,047.00	0.00	(36,029.00)
4. Tunkhannock Area	34,454.00	30,635.00	26,364.00	21,817.00	17,076.00	12,904.00	8,557.00	0.00	(34,454.00)
5. Crestwood	33,012.00	28,895.00	24,805.00	20,612.00	16,580.00	12,449.00	8,469.00	0.00	(33,012.00)
6. Dallas	29,853.00	26,182.00	22,980.00	19,023.00	15,101.00	11,355.00	7,784.00	0.00	(29,853.00)
7. Pittston Area	30,750.00	26,940.00	23,464.00	19,770.00	17,731.00	13,386.00	8,579.00	0.00	(30,750.00)
8. Lake Lehman	23,645.00	20,685.00	18,061.00	14,898.00	12,100.00	9,071.00	6,267.00	0.00	(23,645.00)
9. Wyoming Area	20,821.00	18,101.00	15,529.00	12,660.00	9,810.00	7,362.00	4,923.00	0.00	(20,821.00)
10. Hanover Area	16,014.00	13,970.00	11,381.00	9,935.00	7,800.00	6,315.00	3,824.00	0.00	(16,014.00)
11. Greater Nanticoke Area	12,343.00	10,758.00	9,153.00	7,445.00	6,052.00	4,407.00	2,992.00	0.00	(12,343.00)
12. Northwest Area	10,692.00	9,371.00	8,273.00	6,796.00	5,471.00	4,101.00	2,814.00	0.00	(10,692.00)
	<u>\$402,031.00</u>	<u>\$352,031.00</u>	<u>\$302,031.00</u>	<u>\$252,031.00</u>	<u>\$202,031.00</u>	<u>\$152,030.00</u>	<u>\$102,030.00</u>	<u>\$0.00</u>	<u>(402,031.00)</u>
TOTAL GENERAL OPERATING BUDGET	<u>3,177,375.00</u>	<u>3,182,178.66</u>	<u>3,121,070.83</u>	<u>3,198,826.22</u>	<u>3,269,905.32</u>	<u>3,350,926.97</u>	<u>3,369,223.31</u>		
PERCENTAGE OF TOTAL BUDGET	<u>12.7%</u>	<u>11.1%</u>	<u>9.7%</u>	<u>7.9%</u>	<u>6.2%</u>	<u>4.5%</u>	<u>3.0%</u>		

## Master Services Agreement

The following terms and conditions are a binding part of the Order Form and Master Services Agreement of Apptegy, Inc. (together with its affiliates, agents, and assigns, "**Apptegy**") between Apptegy and the Client that is set out in the Order Form. References to the "**Agreement**" below collectively include the Order Form (including and incorporating the terms and conditions set out in the "**Estimated Transition Timeline**" and the "**Payment Schedule**" that is provided with this Agreement) and the following terms and conditions. This Agreement provides the terms and conditions for Client to purchase and use Apptegy's Services (as defined below). Capitalized terms used but not otherwise defined in the following terms and conditions will have the meanings given to them in the Order Form.

**1. Integration with Other Documents.** This Agreement is the entire agreement between Apptegy and Client with respect to the Services, except as expressly set out below. No separate written or online agreements or terms and conditions will be incorporated in this Agreement or otherwise bind the parties unless expressly set out in this Agreement or in a Client Addendum (as defined below). The Client Addendum will control and govern with respect to all matters expressly set out in the Client Addendum, and this Agreement will control and govern in all circumstances. To be enforceable on the parties, any amendment, modification, or additions to the terms and conditions of this Agreement must be set out in a separate written addendum to this Agreement confirming such amendments, modifications, and/or additions in writing (a "**Client Addendum**").

**2. Services; License.** During the License Term, Apptegy will provide, and Client and the individuals allowed to access the Services by or on behalf of Client ("**User(s)**") may access and use, the products and services set out in the Order Form (collectively, "**Services**"). Client hereby grants Apptegy a limited, nonexclusive, revocable, worldwide, fully-paid, royalty-free license to use, copy, and modify Client's information, material, data, photographs, videos, intellectual property (including without limitation all copyrights, trademarks, service marks, and similar rights), and other content (collectively, "**Client Content**") for providing and improving the Services. Client's right to access and use the Services, and Apptegy's license to Client Content, will automatically terminate upon termination or expiration of this Agreement.

**3. Fees.** Client will pay to Apptegy all fees set out in the Order Form. Apptegy will submit invoice(s) to Client for all fees due upon execution of the Agreement and/or on the Client Start Date(s) (as defined below) as set out in the Order Form. Apptegy will invoice all subsequent-year fees on or about the anniversary of the applicable Client Start Date(s). Client agrees to pay all invoices in full within 30 days of the date of the invoice. Client agrees that (i) development and implementation fees are due as set out in the Order Form, (ii) fees for use of the Services are payable in annual portions for each year of the License Term as set out in the Order Form, (iii) fees for use of the Services are subject to Five Percent (5%) annual increases, starting the first renewal year after the last year of the term initially purchased by Client and continuing each year thereafter, as set out in the Order Form, and (iv) discounts for purchases of bundled Services will automatically expire if Client cancels any of the bundled Services and Client will thereafter be invoiced for the full price of the continuing Services. Client acknowledges that fees for Services do not include taxes, duties, and other government charges, including sales, use, consumption, VAT, GST, and other withholding, as applicable, and Client is solely responsible for any such obligations.

**4. License Term.** The term of Client's license to use the Services (the "**License Term**") will start on the date(s) set out on the Order Form (the "**Client Start Date(s)**"). Clients that purchase multiple Apptegy products may have different license start dates for different products. If no license start date is set out on the Order Form, the Thrillshare Media Client Start Date will be the date that is 60 days after Apptegy receives an executed agreement from Client and the Thrillshare Rooms Client Start Date will be the date that is 90 days after Apptegy receives an executed agreement from Client. The License Term will terminate on the anniversary of the applicable Client Start Date(s) that is after the number of license years initially purchased by Client, as set out in the Order Form, plus any renewal periods. This Agreement will renew for successive, additional periods of one (1) year from the anniversary of the Client Start Date(s), unless Client provides Apptegy with written notice of non-renewal before the end of the then-current License Term. Subject only to applicable procurement and appropriations law, Client agrees that it may not terminate this Agreement before the expiration of any then-current License Term without cause, unless Client pays Apptegy all fees in full for all license years of the then-current License Term, as set out in the Order Form, plus payment of any previously discounted amounts for the Services during the Term. All fees paid to Apptegy are non-refundable, subject only to applicable procurement and appropriations law.

**5. Performance Terms.** In addition to this Agreement, the rights and obligations of the Client and Apptegy with respect to the providing, accessing, and using the Services will also be subject to and governed by the Apptegy Terms of Use ("**Terms of Use**") and Privacy Policy ("**Privacy Policy**"), available at the following links: <https://www.apptegy.com/terms-and-conditions/> and <https://www.apptegy.com/privacy-policy/>. The Terms of Use and Privacy Policy, as each may be amended, are incorporated into this Agreement in their entirety, as applicable to Client. Without limiting the generality of the foregoing, the Terms of Use and Privacy Policy set out and govern the terms and conditions for Services availability, User eligibility and acceptable use, data privacy and security, regulatory notices and information, warranties, disclaimers, and liability limitations, and other related terms. The applicability of the Terms of Use and Privacy Policy is limited to the order of priority set out below.

**6. Carrier Restrictions.** Apptegy provides unlimited text, voice, and email messaging to Client subject to restrictions placed on Apptegy by mobile and wireless carriers and network operators (collectively, "**Carriers**"). For example, Carriers have (i) placed limits on the number of characters that may be included in messages sent via the Services and (ii) placed restrictions on the type of messaging content that may be sent through the Services. Carrier restrictions are not within the control of Apptegy and are subject to change without notice. When a Carrier places new or modified restrictions on Apptegy, certain features and functions of the Services may change as a result without notice to you. Client agrees that Apptegy will not be responsible or liable for any change in Services that arise from or in connection with Carrier restrictions.

**7. TCPA/CTIA Compliance.** Client is exclusively responsible for complying with applicable laws and regulations governing communications sent via the Services by Client and Users under Client's account, including, but not limited to, the Telephone Consumer Protection Act of 1991, as it may be amended ("**TCPA**"), and the requirements and policies of CTIA – The Wireless Association ("**CTIA**"). Client is encouraged to establish and implement methods and procedures to ensure compliance with applicable laws and regulations, including the TCPA and the CTIA, and to inform and train each of its employees, contractors, and representatives who use the Services on the methods and procedures. Apptegy may provide Client with materials and information about such laws and regulations, including the TCPA and the CTIA;

Client acknowledges that all such materials and information is provided for general education purposes only. No such act by or information from Apptegy (whether individually or taken as a whole) will create or be deemed to create responsibility or liability on the part of Apptegy with respect to Client's compliance with the laws and regulations governing the communications sent via the Services by Client and Users under Client's account, including the TCPA and/or the CTIA.

**8. COPPA Notice and Compliance.** Apptegy prohibits use of the Services by children under the age of thirteen (13), unless and only to the extent the child is a User invited or added to the Services by Client. When children are invited or added to the Services as Users under Client's account, Apptegy provides the Services with respect to the children solely in the educational context authorized by Client under this Agreement and solely for the benefit of Client and its Users. Client consents, as agent for and on behalf of such children (and their parents and guardians), to Apptegy's collection, use, disclosure, and storage of personal information about or from the children in accordance with this Agreement. Client acknowledges that Apptegy is relying on Client's consent in the previous sentence for the purposes of complying with the Children's Online Privacy Protection Act, as it may be amended ("COPPA"), and that Apptegy is authorized to presume that Client has obtained and will maintain all required parent and guardian consent for Apptegy's collection, use, disclosure, and storage of information for any children under the age of thirteen (13) that are invited or added to the Services under Client's account.

Please note that Client is responsible for complying with COPPA with respect to Users under Client's account if Client invites or adds children under the age of thirteen (13) to the Services. Client is encouraged to establish and implement methods and procedures to ensure compliance with COPPA, and to inform and train each of its employees, contractors, representatives, and Users who use the Services on the methods and procedures. Apptegy may provide Client with materials and information about complying with COPPA; Client acknowledges that all such materials and information is provided for general education purposes only. No such act by or information from Apptegy (whether individually or taken as a whole) will create or be deemed to create responsibility or liability on the part of Apptegy with respect to Client's compliance with COPPA.

The Terms of Use and Privacy Policy, accessible as set out above, confirm that Apptegy may collect information about children as a necessary part of providing the Services to Client (for example, as applicable: contact information for communications sent via the Services;

posts made on messaging tools in the Services; information included in assignments and other class content submitted via the Services) and provide notice regarding Apptegy's collection, use, disclosure, and storage of personal information from children. Please note that some or all of this information may not be private as to the individual child, parent, or guardian. For example, for Users of Rooms, information shared by a User via the messaging features of Rooms will be visible to Client, as the party providing access to the Services to its Users. In some circumstances, information provided by or about a child may be available or visible to other individual Users. For example, for Users of Rooms, information about a child that is posted in the group messaging tool in a Child's Room may be visible to other individual Users that are also authorized users for the same Room. Apptegy will collect, use, and disclose such information in accordance with COPPA and the Privacy Policy.

**9. Accessibility Compliance.** Client is exclusively responsible for complying with all applicable laws and regulations governing accessibility of the parts of the Services under the control of Client (for example: Client's website and/or mobile applications), including, but not limited to, the Americans with Disabilities Act, as it may be amended ("**ADA**"), and the requirements and policies of Web Content Accessibility Guidelines ("**WCAG**"). Client is encouraged to establish and implement methods and procedures to ensure compliance with applicable laws and regulations, including the ADA and the WCAG, and to inform and train each of its employees, contractors, and representatives who use the Services on the methods and procedures. The Services include tools to assist Client with accessibility compliance, and Apptegy may provide Client with materials and information about such laws and regulations, including the ADA and the WCAG; Client acknowledges that all such tools, materials, and information are provided to assist Client with its compliance obligations and for general education purposes only. No such functionality, act by, or information from Apptegy (whether individually or taken as a whole) will create or be deemed to create responsibility or liability on the part of Apptegy with respect to Client's compliance with the laws and regulations governing accessibility of the parts of the Services under the control of Client (for example: Client's website and/or mobile applications), including the ADA and/or the WCAG.

**10. Third Party Functions.** Apptegy relies on third-party providers and partners for parts of the Services (for example: posting a message or communication on Facebook or Twitter account; hosting Client websites). APPTEGY IS NOT RESPONSIBLE FOR ANY CONSEQUENCE, LOSS, OR DAMAGE (DIRECT OR INDIRECT) ARISING FROM OR RELATING TO THE PARTS OF THE SERVICES MANAGED OR MADE AVAILABLE BY OR VIA THIRD-PARTY PROVIDERS AND PARTNERS. Please see the Terms of Use and Privacy Policy for more information.



**11. Disclaimers; Limited Liability.** Apptegy provides the Services subject to certain disclaimers and limitations of liability. Please see the Terms of Use and Privacy Policy for more information.

**12. Intellectual Property.** Nothing in this Agreement or the performance of this Agreement will convey, license, or otherwise transfer any right, title, or interest in any intellectual property or other proprietary rights held by either party, except as expressly set out in the Agreement. Apptegy retains all right, title, and interest in all intellectual property rights, including patent, trademark, trade secret, and copyright (whether registered or unregistered), in and to the Services and the underlying software and technologies, all related technical documentation, and all derivative works, improvements, and modifications to any of the foregoing. Client agrees the foregoing is necessary to Apptegy providing the Services.

**13. Compliance with Laws.** The parties agree to comply with all laws applicable to the use of the Services and performance of this Agreement.

**14. Miscellaneous.** The Order Form and Master Services Agreement, together with (i) the Terms of Use and Privacy Policy, and (ii) the Client Addendum, if applicable, is the entire agreement between the parties with respect to the subject matter, and supersedes all prior agreements and understandings, whether written or oral. If any conflict or ambiguity exists with respect to any term or condition of any of the foregoing, the following priority will govern and control: (1) if applicable, the Client Addendum for all matters expressly addressed in the Client Addendum; then (2) this Order Form and Master Services Agreement for all other matters; then (3) the Terms of Use and Privacy Policy. Apptegy is not subject to any obligations that are not expressly identified in this Agreement, a Client Addendum, or the Terms of Use and Privacy Policy.

This Agreement is governed by the laws of the state in which Client is located, without regard to conflict of law principles. The parties irrevocably submit to the exclusive jurisdiction and venue of the federal courts having jurisdiction where Client is located for any dispute that relates to the Services or this Agreement. Except as set out in this Agreement, this Agreement may not be amended or modified without the prior written consent of both parties.

Neither party may assign this Agreement without the prior written consent of the other party, except in connection with a merger, acquisition, or sale of all or substantially all of a party's assets or voting securities. If any provision(s) of this Agreement is held invalid or unenforceable, such invalidity or unenforceability will not invalidate or render the Agreement unenforceable, but rather the Agreement will be construed as if not containing the unenforceable provision(s), and the rights and obligations of the parties will be construed and enforced to honor the parties' original intent to the maximum extent permitted under applicable law. This Agreement will inure to the benefit of the successors and assigns of the parties. The Agreement may be executed in multiple counterparts and executed by original, facsimile, or electronic signature (including PDF, Proposify, HelloSign, and similar methods), each of which when delivered will be deemed an original, and all of which together will constitute one agreement.



## II. Order Form

Client Name: Hanover Area Sd, PA			
Address: 1600 Sans Souci Pkwy, Hanover Township		Email: rhummer@hanoverarea.net	
Pennsylvania 18706		Phone: (570) 831-2313	
Description	Price	Qty	Subtotal
<b>Mobile App Development (one-time)</b> One-time app development for iOS and Android apps for the District + 6 campuses *Billed one-time	\$12,500	1	\$12,500
<b>App Development Discount (one-time)</b> Discounting app development for agreement signed by 02/29/2024	-\$5,500	1	-\$5,500
<b>Thrillshare (annual)</b> Thrillshare Publishing Platform (desktop and mobile) for ~2300 students  *Billed and payable in full annually  *For Clients that elect automatic renewal, pricing subject to 5% annual increases after last year of initial purchased term(see Terms for more info)	\$13,975	1	\$13,975
<b>Thrillshare (pro-rated)</b> Thrillshare Publishing Platform (desktop and mobile) for ~ 2,300 students *Pro rated for 3 months April 2024 - June 2024	\$3,494	1	\$3,494
<b>Website design and hosting</b> Up to 1 re-design per contract year Included in Thrillshare cost	\$0	1	\$0
<b>Alerts</b> Unlimited text, voice, and email alerts Included in Thrillshare cost  *Subject to Carrier restrictions (see Terms for more info), including, but not limited to, character limits per SMS message [currently 320 characters per SMS message]	\$0	1	\$0
<b>Support, service, and training</b> Included in Thrillshare cost	\$0	1	\$0
<b>Static content migration</b> Included in Thrillshare cost	\$0	1	\$0

### III. Payment Schedule

Payment Schedule: Payable subject to the terms of Agreement	Amount
Total of the above, collectively, the "Services"	\$24,469.00
Billed after signature	\$10,494 (one-time development cost + pro-rated annual)
60 Days from signature ("Client Start Date")	
July 1, 2024	\$13,975 (annual)
July 1, 2025	\$13,975 (annual, if renewed) *Subject to 5% increase for renewal

This Order Form and Master Services Agreement (collectively, the "Agreement") between Apptegy, Inc. ("Apptegy"), and the client listed above ("Client") is effective as of the date of Client's signature below. This Agreement includes and incorporates the above Order Form, as well as the attached Master Services Agreement ("MSA"). By signing below, Client acknowledges receipt of this Agreement, including the Order Form and the MSA, and hereby accepts and agrees to be bound by this Agreement.

Client

Apptegy, Inc.

By:  SIGNATURE  
Ron Hummer

By:   
2024-02-02 09:54:01 (CS1)

Name: Ron Hummer

Name: Jesse Garcia

Title: Chief Technology Officer

Title: Sales Representative

Date:

# Comply Agreement



PREPARED FOR:

Hanover Area School District

Just think. In 1998, EduLink Inc. was inspired to design technology-based products and services to help make people's lives easier... to create a path of least resistance for clients to perform more efficiently and effectively. Our approach is based on producing a balance between the technology and the people who implement it every day. We welcome you to explore the possibilities we are presenting here so that you might realize how we can help you.



# EDULINK

Software Solutions for Schools

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### Contact Us

Should you have any questions regarding this agreement,  
please do not hesitate to contact Edulink.



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## Agreement

This agreement dated as of \_\_\_\_\_, \_\_\_\_\_ (the "Effective Date") by and between the **Hanover Area School District** and EduLink Inc. ("EduLink") is for COMPLY, compliance software, to be used by **Hanover Area School District** to track and manage employee fulfillment of district requisites, state mandates, and other important compliance items. This agreement represents the licensing fee to access the system **Hanover Area School District** agrees to pay to EduLink upon receipt of invoice. Any additional customization outside of the scope of this agreement will be included under a separate agreement and billed at EduLink's hourly rates.

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By using the software, the user and the organization agree that in no event will EduLink Inc. be liable to the user, the organization or any third party for any loss or damage related from use or inability to use the software, as further set forth in the Terms of Use for EduLink Web Sites below.

## Annual Licensing Fee

Below is the licensing fee, which is due and payable upon receipt of invoice.

**Annual Licensing Fee: \$8,107\***

**This Fee is based on 142 Professional Staff and 96 Support Staff.**

## Terms of Use for EduLink Web Sites

**AGREEMENT BETWEEN USER AND EduLink.:** This Agreement supersedes and replaces the previous Act 48 Credit Keeper Agreement. This Web Site is comprised of various Web pages operated by EduLink. These Terms of Use shall apply to all websites owned and/or operated by EduLink. The EduLink Web Site is offered to you conditioned on your acceptance without modification of the terms, conditions, and notices contained herein. Your use of the EduLink Web Site constitutes your agreement to all such terms, conditions, and notices.

**TERM OF AGREEMENT:** This agreement shall commence as of the Effective Date and continue for a period of one year (the "Initial Term"), and shall automatically renew for additional one year periods unless terminated by either party hereto (each a "Subsequent Year Term") upon written notice to the other party not less than thirty (30) days prior to the expiration of the Initial Term or Subsequent Year Term, as applicable. Any termination during the Initial Term or Subsequent Year Term shall be effective upon the expiration of the Initial Term or the Subsequent Year Term, as applicable.

**END USER AGREEMENT:** If you do not agree to the terms of this Agreement, do not use the Service. EduLink, Inc. ("EduLink") grants you a revocable, non-exclusive, non-transferable, non-sublicensable limited license to access the Service, solely for the professional purposes set forth within the scope of your employment with your school District/Organization or organization (the "District/Organization"). You are granted the right to access the Service, and to upload and utilize any information obtained through the Service (collectively, the "Information") strictly in accordance with the terms of this Agreement, the agreement between EduLink and your District/Organization, and any and all applicable laws.

You represent and warrant that the District/Organization has granted you the right to access the Service and to upload and utilize the Information. You agree not to, and will not permit or otherwise allow others to: sell, rent, license, distribute, transmit, host, outsource, disclose or commercially exploit the Service or any Information, or otherwise make the Service or any Information available to any third party. You agree to use reasonable efforts to enter all Information accurately and in a timely manner, not to present any Information in any unfair, misleading, or discriminatory format, and you agree to take reasonable security precautions to prevent unauthorized persons from gaining access to the Service or any Information.

You acknowledge that EduLink, in its sole discretion, reserves the right to modify, suspend or discontinue, temporarily or permanently, the Service, with or without notice and without liability to you. You further acknowledge and agree that no service can be deemed completely secure. There is a risk that unauthorized access or use, a compromise of our hardware or software, a failure of our hardware or software, human error, or a number of other factors may possibly compromise the security of your Information.

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You agree to indemnify and hold harmless EduLink and its employees, officers, directors, and other agents from any and all claims or losses imposed on, incurred by or asserted as a result of or relating to: (a) any noncompliance by you with the terms and conditions of this Agreement; and (b) any third-party actions related to your use of the Service and/or receipt and use of the Information, whether authorized or unauthorized under the Agreement.

This Agreement shall remain in effect until terminated by you, your District/Organization or EduLink. EduLink or your District/Organization may suspend or terminate this Agreement with or without prior notice to you. This Agreement will terminate immediately, without prior notice to you, in the event you fail to comply with any provisions of this Agreement or otherwise are no longer authorized by your District/Organization to receive access to the Service. Upon termination of this Agreement, you shall cease all use of the Service and the Information.

**NEITHER YOUR DISTRICT/ORGANIZATION NOR ANY OF ITS AGENTS MAY MODIFY OR WAIVE ANY TERM OF THIS AGREEMENT. ANY ATTEMPT TO MODIFY THIS AGREEMENT, EXCEPT BY EDULINK, IS VOID.** No failure on the part of EduLink to exercise, no delay in exercising, and no course of dealing with respect to any right, power, or privilege under this Agreement shall operate as a waiver thereof, nor shall any single or partial exercise of any such right, power, or privilege preclude any other or further exercise thereof or the exercise of any other right, power, or privilege under this Agreement. If any of the provisions of this Agreement, or application thereof to any person or circumstance, shall to any extent be held invalid or unenforceable, the remainder of this Agreement, or the application of such terms or provisions to persons or circumstances other than those as to which they are held invalid or unenforceable, shall not be affected thereby and each such term and provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

The terms of this Agreement apply to those obligations that shall survive any cancellation, termination, or rescission, including, without limitation, obligations relating to indemnification, limitation of liability, warranties, and disclaimers of warranties.

This Agreement shall be deemed to have been made in the United States in the Commonwealth of Pennsylvania, and shall be construed and enforced in accordance with, and the validity and performance hereof shall be governed by, the laws of the Commonwealth of Pennsylvania, without reference to principles of conflicts of laws thereof. You hereby consent to submit to the jurisdiction of the courts of or for the Commonwealth of Pennsylvania in connection with any action or proceeding instituted relating to this Agreement.

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# Agreement and Authorization

**IN WITNESS WHEREOF, this agreement has been executed as of the date first above written by each party's duly authorized representative.**

## Hanover Area School District

Authorized Signature: \_\_\_\_\_

Name Printed: \_\_\_\_\_

Title: \_\_\_\_\_

### Contact Information: (who will be the main point of contact for set up/training, etc.?)

Name: \_\_\_\_\_

Address 1: \_\_\_\_\_

Address 2: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address of Contact Person: \_\_\_\_\_

Phone Number of Contact Person: \_\_\_\_\_

What Intermediate Unit is your district/school associated with? \_\_\_\_\_

### Accounts Payable: (who should receive invoices?)

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

### EduLink, Inc.

Signature: \_\_\_\_\_

Name Printed: \_\_\_\_\_

Title: \_\_\_\_\_

8050 Rowan Road  
Suite 600  
Cranberry Twp, PA 16066  
Sales Representative: Patrick Farrell

**Referral:** Please let us know if someone referred you to EduLink!







Name: \_\_\_\_\_ District: \_\_\_\_\_

Email: \_\_\_\_\_

## About Edulink, Inc.

Since our very first software application was released in 1998, Edulink has been committed to creating professional software solutions for schools that are practical and easy to use. School districts, colleges and universities, intermediate units, charter and cyber schools that need a web application or have information (data) that they need to collect, track, and manage call on Edulink for help.

Here's what we do...

-  **Teacher Evaluation Software**
-  **Compliance Software**
-  **Solutions for Managing Act 48  
Continuing Education Hours**
-  **Pre-Approval Request Software**
-  **Online Registration Systems**
-  **Learn more at [www.edulinksolutions.com](http://www.edulinksolutions.com)**

Our strength lies in our ability to create professional web-based applications and data-management systems that are practical and easy to use.

No matter how technical things may get, we always remember to think of the people that will be using our products and services. At Edulink, we offer a balance of non-technical and technical staff to our clients. If you are the person that will be using the software but are not necessarily tech-savvy, you certainly don't want to have too many conversations with computer programmers! On the other hand, if you are a technician, you probably will want to talk about the technology behind the software. This is the secret that has brought us our success. It is what we continue to focus on everyday with every new client.