

PHOENIXVILLE AREA SCHOOL DISTRICT
Phoenixville, Pennsylvania

BOARD FINANCE AND PERSONNEL COMMITTEE MEETING

September 27, 2022 5:30 PM
Administration Office Board Room

AGENDA

CALL TO ORDER

Board Finance and Personnel Committee Meeting – Betsy Ruch, Chairperson

A. APPROVAL OF MINUTES

1. [Approval of the Minutes of the August 22, 2022 Finance and Personnel Committee Meeting](#)

B. APPROVAL ITEMS

PERSONNEL

**Potential Voting Item at September 27, 2022 Meeting*

1. *Personnel Report – [September 2022](#)
 - a. Resignations
 - b. Appointments
 - c. Leave Request
 - d. Volunteers
 - e. Informational Items
 1. Conference Requests
 2. FMLA – Family Medical Leave of Absence
2. Approval of TSA Consulting Group as the District's Third Party Administrator for Deferred Compensation Program (No Cost to the District)

FINANCE

Business Office Report

1. [Approve the Disbursement of School District Funds – August 2022](#)
Check # 3533 (8/5/2022) – Check # 3628 (8/26/2022)
ACH # 222300189 (8/5/2022) – ACH # 222300348 (8/26/2022)
2. [Acknowledge the Receipt of District Financial Reports – August 2022](#)

Business Office Items

****Potential Voting Items at September 27, 2022 Meeting***

1. [Approval of E-Rate Contract with CSM Consultants for the 2022-2023 School Year](#)
2. Approval of Tax Assessment Settlement for 1000 Nutt Road, Parcel ID 15-07-0017.0100 for an Assessment of \$5,370,000 (increase of \$2,630,890.)

C. DISCUSSION ITEMS

Personnel

None

Business Office

None

D. INFORMATION ITEMS

Personnel

None

Business Office

1. Monthly Bank Statements
 - a. Meridian Bank
 - Money Market Account – [August 2022](#)
 - Business Banking Account – [August 2022](#)
 - b. Peoples Security – [August 2022](#)
 - c. Phoenixville Federal
 - Student Activities – [August 2022](#)
 - Phoenixville Summer – [August 2022](#)
 - d. PLGIT – [August 2022](#)
 - e. PSDLAF – General Fund – [August 2022](#)
 - f. PNC Bank – Easy Procure – [August 2022](#)
 - g. TD Wealth – [August 2022](#)
 - h. Univest Bank – CD & Money Market – [August 2022](#)
 - i. WSFS
 - Capital Reserve – [August 2022](#)
 - Construction – [August 2022](#)
 - Food Services – [August 2022](#)
 - General Fund – [August 2022](#)
 - Money Market – [August 2022](#)
 - Payroll – [August 2022](#)
 - j. Credit Cards

E. RECOGNITION OF VISITORS — The Committee respectfully asks that comments be no more than three (3) minutes

F. NEXT MEETING — October 24, 2022 — 5:30 PM

PHOENIXVILLE AREA SCHOOL DISTRICT
Phoenixville, Pennsylvania

MINUTES
of the FINANCE / PERSONNEL Committee Meeting
August 22, 2022

DRAFT

Finance / Personnel Committee Members Present:

Caitlyn Carminito
Scott Overland

Finance / Personnel Committee Members Absent:

Betsy Ruch, Chair

Board Members Present:

Susan Turner
Jerry Weiss

Administrators Present:

Dr. Alan D. Fegley – Superintendent
Dr. Jeremy Melber – Director of Finance
Sylvia Rockwood – Director of Human Resources
Ken Gibson – Director of Operations & Technology

Others Present:

John Mraz
Emily Shanley
Ashley Singer
Lauren Anziano
Christopher Anziano
Chris Bowen
Alexis Radomile
Melanie Cunningham

Call Board Finance / Personnel Committee Meeting to Order

The Finance Committee meeting was held in person and was called to order at 5:31 p.m. by Ms. Caitlyn Carminito, Acting Chairperson.

A. APPROVAL OF MINUTES

1. APPROVAL OF THE JUNE 27, 2022 FINANCE/PERSONNEL COMMITTEE MEETING MINUTES

The committee approved the minutes as presented.

B. APPROVAL ITEMS

PERSONNEL

1. PERSONNEL REPORT – AUGUST 2022

- a) Resignations
- b) Appointments
- c) Leave Request

- d) Volunteers
 - e) Informational Items
 - 1. Conference Requests
 - 2. FMLA – Family Medical Leave of Absence
2. APPROVAL OF THE ANNUAL CONTRACT RENEWAL WITH ESS FOR SUBSTITUTE EMPLOYEE SERVICES FOR THE 2022-2023 SCHOOL YEAR
 Ms. Carminito detailed the normal resignations, appointments, etc. Mrs. Rockwood provided rates for teacher substitutes \$130 per day and average county is \$120 per day.

FINANCE

BUSINESS OFFICE REPORT

1. APPROVE THE DISBURSEMENT OF SCHOOL DISTRICT FUNDS – JUNE 2022
 Check # 3286 (6/3/2022) – Check # 3406 (6/24/2022)
 ACH # 212201977 (6/3/2022) – ACH # 212202154 (6/24/2022)
 The committee agreed to recommend approval to the full Board.
2. APPROVE THE DISBURSEMENT OF SCHOOL DISTRICT FUNDS – JULY 2022
 Check # 3407 (7/1/2022) – Check #3532 (7/29/2022)
 ACH # 222300001 (7/1/2022) – ACH # 212200188 (7/29/2022)
 The committee agreed to recommend approval to the full Board.
3. ACKNOWLEDGE THE RECEIPT OF DISTRICT FINANCIAL REPORTS – JUNE 2022
 The committee agreed to recommend approval to the full Board.
4. ACKNOWLEDGE THE RECEIPT OF DISTRICT FINANCIAL REPORTS – JULY 2022
 The committee agreed to recommend approval to the full Board.

BUSINESS OFFICE ITEMS

***POTENTIAL VOTING ITEM AT AUGUST 22, 2022 MEETING**

1. APPROVAL OF SECURITY SERVICES AGREEMENT WITH TITANIUM FOR THE 2022-2023 SCHOOL YEAR
 The committee agreed to recommend approval to the full Board.

C. DISCUSSION ITEMS:

Personnel

None

Business Office

1. OCCUPATIONAL TAX ELIMINATION ACT DISCUSSION
 Dr. Melber presented on this topic and provided a briefing and an update and possible time frame if district moved forward with the occ tax elimination process. A history of the legislation was provided and that the district would need to use 2009 Annual Financial Report numbers to do a tax swap if the law is not updated. Current numbers show a swap would leave a \$1 million dollar deficit, however the legislation could be changed to reflect current numbers the tax swap from occupational taxes to earned income taxes would equalize the budget. The timeline as provided means the board could start making decision in March for a 2024 elimination. Mr. Overland questioned the practices and procedures of Keystone collections and Dr. Melber said he would provide a follow-up with answers. Ms. Carminito mentioned the importance of reaching out to legislators to get the laws changed. Ms. Turner also asked for a breakdown of current outstanding taxes.

D. INFORMATION ITEMS**Personnel**

None

Business Office1. MONTHLY BANK STATEMENTS

- a. Meridian Bank – June & July 2022
- b. Peoples Security – June & July 2022
- c. Phoenixville Federal
 - Student Activities – June & July 2022
 - Phoenixville Summer – June & July 2022
- d. PLGIT – June & July 2022
- e. PSDLAF – General Fund – June & July 2022
- f. PNC Bank – Easy Procure – June & July 2022
- g. TD Wealth – June & July 2022
- h. Univest Bank – CD & Money Market – June & July 2022
- i. WSFS
 - Capital Reserve – June & July 2022
 - Construction – June & July 2022
 - Food Services – June & July 2022
 - General Fund – June & July 2022
 - Money Market – June & July 2022
 - Payroll – June & July 2022
- j. Credit Cards

E. RECOGNITION OF VISITORS

John Mraz spoke about the 3-minute rule and allowing more options for public comment. He also spoke about the treasurer's report and that it appears it is not equal to the bills list for the month of June and that the expenses would have more detail.

Emily Shanley spoke that she was also in favor of longer speaking times and more flexibility, and the occupational tax is concerning due to the high number of delinquents.

Ashley Singer spoke about the reliance on delinquent occupational taxes and that she runs an occupational tax release page on Facebook and hopes that the board will push for a vote to repeal the taxes.

Chris Bowen spoke about occupational taxes and that the way Keystone collects is predatory and unconstitutional. He does not agree with the way the taxes are assessed and hopes the board will also repeal the taxes.

Alexis Radomile spoke that she is also in support of repealing the occupational taxes and changing the way Keystone does their collections.

Melanie Cunningham spoke that she also agrees Keystone should change their practices and wants to see a repeal of the occupational taxes.

NEXT MEETING – September 26, 2022 – 5:30 PM

Adjournment

The meeting adjourned at 6:22 PM.

Mrs. Betsy Ruch, Chairperson

The minutes of the August 22, 2022 Board Finance-Personnel Committee meeting are scheduled to be approved at the September 26, 2022 Board Finance-Personnel Committee meeting. The August 22, 2022 minutes were prepared by Dr. Jeremy Melber, Director of Finance, Lenore Filipovic – Executive Assistant to the Superintendent & Cabinet, and Sharon Oleski, Executive Assistant to the Cabinet.

1. **RESIGNATIONS** – The administration respectfully requests Board approval of the following resignations:
 - A. Rebecca Moscia, health room nurse, Phoenixville Area Early Learning Center, effective October 6, 2022.
 - B. Alexander Reichl, elementary teacher, Manavon Elementary School, effective September 30, 2022.

BOARD MOTION

Move that the Board accept the above-listed Resignations, as recommended.

2. **APPOINTMENTS** – The administration respectfully requests Board approval of the following appointments, pending completion of required pre-employment paperwork including background checks:
 - A. Support Staff
 1. Custodian – Michael Heimbach is recommended as a district floater custodian effective October 3, 2022. This position is 8 hours per day, 12 months. The rate of pay for this position is \$24.00 per hour.
 2. Secretary – Jodi Clark is recommended as a guidance secretary at Phoenixville Area Middle School effective October 3, 2022. This position is 7.5 hours per day, 12 months. The rate of pay for this position is \$23.00
 - B. Coach – It is recommended that the following be appointed as a coach for the 2022 – 2023 sports season as indicated below. The rate of pay will be per the collective bargaining unit.

Kylie Cahill

Boys' Soccer – 7th

BOARD MOTION

Move that the Board approve the above-listed Appointments, as recommended.

3. **VOLUNTEERS** – The administration respectfully requests Board approval of the following volunteers:

Name to be added

BOARD MOTION

Move that the Board approve the above-listed Volunteers, as recommended.

4. **INFORMATIONAL ITEMS**

- A. **CONFERENCE REQUESTS** – The attached conference requests were approved by the administration.

B. TRANSFER

Kimberly Hennessy, secretary, Phoenixville Area Middle School, from guidance office to main office.

CHECK DATE	CHECK NUMBER	AMOUNT	VENDOR	BANK CODE
08/05/2022	3533	6,380.90	AGORA CYBER CHARTER	WSFS GENER
08/05/2022	3534	180.00	ANDERSON, MARIE	WSFS GENER
08/05/2022	3535	4,363.19	AQUA PA	WSFS GENER
08/05/2022	3536	898.70	BENCHMARK EDUCATION	WSFS GENER
08/05/2022	3537	154.00	COMCAST	WSFS GENER
08/05/2022	3538	11,800.00	COVENTRY CHRISTIAN S	WSFS GENER
08/05/2022	3539	20.00	GORDON, SCOTT	WSFS GENER
08/05/2022	3540	7,360.00	JOHN HANCOCK LIFE IN	WSFS GENER
08/05/2022	3541	253.40	JOHNSON CONTROLS SEC	WSFS GENER
08/05/2022	3542	3,900.00	MYVRSPOT LLC	WSFS GENER
08/05/2022	3543	3,001.14	N2Y INC	WSFS GENER
08/05/2022	3544	1,445.00	NEWTEK INC	WSFS GENER
08/05/2022	3545	20.00	PETERS, EZRA	WSFS GENER
08/05/2022	3546	244.01	PHOENIXVILLE HARDWAR	WSFS GENER
08/05/2022	3547	5,500.00	THE QUAKER SCHOOL AT	WSFS GENER
08/05/2022	3548	96.00	RAUDENBUSH, KELLY	WSFS GENER
08/05/2022	3549	5,481.29	REPUBLIC SERVICES	WSFS GENER
08/05/2022	3550	2,247.07	SCHUYLKILL TOWNSHIP	WSFS GENER
08/05/2022	3551	40.00	SCHWARTZ, ALEXANDER	WSFS GENER
08/05/2022	3552	355.00	SEBASTIAN RIDING ASS	WSFS GENER
08/05/2022	3553	306.00	SHEEHAN'S OFFICE INT	WSFS GENER
08/05/2022	3554	727.45	SMART CARE EQUIPMENT	WSFS GENER
08/05/2022	3555	50.98	STAPLES ADVANTAGE	WSFS GENER
08/05/2022	3556	1,598.54	VERIZON	WSFS GENER
08/05/2022	3557	987.80	WPS	WSFS GENER
08/12/2022	3558	1,278.99	APPLE INC	WSFS GENER
08/12/2022	3559	58,446.49	BOROUGH OF PHOENIXVI	WSFS GENER
08/12/2022	3560	970.25	C & M REFRIGERATION	WSFS GENER
08/12/2022	3561	20,934.91	COMMITTEE FOR CHILDR	WSFS GENER
08/12/2022	3562	3,128.49	CONSTELLATION NEWENE	WSFS GENER
08/12/2022	3563	164.10	CRYSTAL SPRINGS	WSFS GENER
08/12/2022	3564	4,500.00	DISTRICT MANAGEMENT	WSFS GENER
08/12/2022	3565	115.75	EAGLE WIRELESS COMMU	WSFS GENER
08/12/2022	3566	1,240.98	HOME DEPOT CREDIT SE	WSFS GENER
08/12/2022	3567	37.99	LAKESHORE EQUIPMENT	WSFS GENER
08/12/2022	3568	787.21	AMF BOWLING CENTERS,	WSFS GENER
08/12/2022	3569	500.00	MIKVA CHALLENGE GRAN	WSFS GENER
08/12/2022	3570	1,267.24	MONTOUR SCHOOL DISTR	WSFS GENER
08/12/2022	3571	584.00	NSPRA	WSFS GENER
08/12/2022	3572	430.00	NUTRIEN AG SOLUTIONS	WSFS GENER
08/12/2022	3573	1,210.00	PA PRINCIPALS ASSOCI	WSFS GENER
08/12/2022	3574	50.00	THE PENNA STATE UNIV	WSFS GENER
08/12/2022	3575	135.00	PHOENIXVILLE REGIONA	WSFS GENER
08/12/2022	3576	1,000.00	PHOENIXVILLE COUNTRY	WSFS GENER
08/12/2022	3577	78.64	PHOENIXVILLE HARDWAR	WSFS GENER
08/12/2022	3578	2,544.05	PRESIDIO HOLDINGS, I	WSFS GENER
08/12/2022	3579	458.70	PRO-ED INC	WSFS GENER
08/12/2022	3580	2,647.80	SALISBURY TOWNSHIP S	WSFS GENER
08/12/2022	3581	95.28	SCHOOL HEALTH CORPOR	WSFS GENER
08/12/2022	3582	2,257.20	SCHRADER GROUP ARCHI	WSFS GENER
08/12/2022	3583	1,500.00	SIATON, GABRIELLA	WSFS GENER
08/12/2022	3584	157.99	STAPLES ADVANTAGE	WSFS GENER
08/12/2022	3585	70.00	STARFALL EDUCATION	WSFS GENER
08/12/2022	3586	108.28	TOWN SUPPLY CO INC	WSFS GENER
08/12/2022	3587	590.37	VERIZON	WSFS GENER
08/12/2022	3588	480.00	WESTERN INDUSTRIES -	WSFS GENER

CHECK DATE	CHECK NUMBER	AMOUNT	VENDOR	BANK CODE
08/12/2022	3589	1,560.00	WILMINGTON TRUST	WSFS GENER
08/19/2022	3590	172.70	ACADEMIC THERAPY HIG	WSFS GENER
08/19/2022	3591	85.16	ALBERTSONS / SAFEWAY	WSFS GENER
08/19/2022	3592	748.00	ALPINE SANITATION	WSFS GENER
08/19/2022	3593	102.20	AQUA PENNSYLVANIA IN	WSFS GENER
08/19/2022	3594	1,175.00	CARMODY & ASSOCIATES	WSFS GENER
08/19/2022	3595	1,520.00	THE CERAMIC SHOP LLC	WSFS GENER
08/19/2022	3596	36,181.30	COMMONWEALTH CHARTER	WSFS GENER
08/19/2022	3597	47.80	FEDEX	WSFS GENER
08/19/2022	3598	6,825.00	IMAGINE LEARNING INC	WSFS GENER
08/19/2022	3599	715.32	LAKESHORE EQUIPMENT	WSFS GENER
08/19/2022	3600	715.07	LEARNWELL SERVICES	WSFS GENER
08/19/2022	3601	285.63	ODP BUSINESS SOLUTIO	WSFS GENER
08/19/2022	3602	605.00	PAESSP	WSFS GENER
08/19/2022	3603	677.93	PENNSYLVANIA CYBER C	WSFS GENER
08/19/2022	3604	60,000.00	PHOENIXVILLE JAYCEES	WSFS GENER
08/19/2022	3605	1,534.20	QCC INSURANCE COMPAN	WSFS GENER
08/19/2022	3606	1,234.53	SCHOLASTIC STUDENT S	WSFS GENER
08/19/2022	3607	66.03	STAPLES CREDIT PLAN	WSFS GENER
08/19/2022	3608	27,861.66	TALK INC	WSFS GENER
08/19/2022	3609	462.00	UHS OF PENNSYLVANIA,	WSFS GENER
08/19/2022	3610	180.00	VANCOTT, STEPHEN	WSFS GENER
08/19/2022	3611	881.37	VERIZON	WSFS GENER
08/26/2022	3612	1,225.00	ARC MARKETING INC	WSFS GENER
08/26/2022	3613	6,337.85	BADALAMENTI, ELIZABE	WSFS GENER
08/26/2022	3614	56.00	BELLA NAPOLI PIZZERI	WSFS GENER
08/26/2022	3615	57.20	BENCHMARK EDUCATION	WSFS GENER
08/26/2022	3616	16,200.00	CROWLEY, BRENDHAN	WSFS GENER
08/26/2022	3617	1,211.13	FRANKLIN CLEANING EQ	WSFS GENER
08/26/2022	3618	422.67	LAKESHORE EQUIPMENT	WSFS GENER
08/26/2022	3619	2,320.00	PASA	WSFS GENER
08/26/2022	3620	20,000.00	PHOENIXVILLE AREA HI	WSFS GENER
08/26/2022	3621	60.00	PSPA	WSFS GENER
08/26/2022	3622	1,534.20	QCC INSURANCE COMPAN	WSFS GENER
08/26/2022	3623	440.46	SAFE-CARD ID SERVICE	WSFS GENER
08/26/2022	3624	58.93	STAPLES, INC.	WSFS GENER
08/26/2022	3625	647.91	STAPLES ADVANTAGE	WSFS GENER
08/26/2022	3626	165.00	TIME FOR KIDS	WSFS GENER
08/26/2022	3627	587.40	TOUCHMATH ACQUISITIO	WSFS GENER
08/26/2022	3628	132.25	VARSITY ATHLETIC APP	WSFS GENER
08/08/2022	202200002	11,429.71	UNITED CONCORDIA DEN	WSFS GENER
08/08/2022	202200003	7,544.41	UNITED CONCORDIA DEN	WSFS GENER
08/08/2022	202200004	10,800.70	UNITED CONCORDIA DEN	WSFS GENER
08/08/2022	202200005	8,585.27	UNITED CONCORDIA DEN	WSFS GENER
08/08/2022	202200006	6,423.50	UNITED CONCORDIA DEN	WSFS GENER
08/08/2022	202200008	6,863.51	UNITED CONCORDIA DEN	WSFS GENER
08/05/2022	222300189	668.70	21ST CENTURY CYBER C	WSFS GENER
08/05/2022	222300190	26.94	AHOLD FINANCIAL SERV	WSFS GENER
08/05/2022	222300191	2,944.23	AMAZON CAPITAL SERVI	WSFS GENER
08/05/2022	222300192	872.16	BARNES & NOBLE INC	WSFS GENER
08/05/2022	222300193	2,250.00	BUTZ, KEVIN	WSFS GENER
08/05/2022	222300194	4,085.85	DELL MARKETING L.P.	WSFS GENER
08/05/2022	222300195	137.25	DENNEY ELECTRIC	WSFS GENER
08/05/2022	222300196	1,252.38	EAGLEVIEW PROMOTIONS	WSFS GENER
08/05/2022	222300197	111.44	FERGUSON ENTERPRISES	WSFS GENER
08/05/2022	222300198	15,777.75	FOX ROTHSCHILD LLP	WSFS GENER

CHECK DATE	CHECK NUMBER	AMOUNT	VENDOR	BANK CODE
08/05/2022	222300199	63.53	GENUINE PARTS CO NAP	WSFS GENER
08/05/2022	222300200	14,268.00	GOVCONNECTION INC	WSFS GENER
08/05/2022	222300201	459.00	W. W. GRAINGER INC	WSFS GENER
08/05/2022	222300202	103.50	H A WEIGAND INC	WSFS GENER
08/05/2022	222300203	5,491.00	HUDL	WSFS GENER
08/05/2022	222300204	40.00	J W PEPPER & SON INC	WSFS GENER
08/05/2022	222300205	459.00	KAMPUS KLOTHES INC	WSFS GENER
08/05/2022	222300206	897.75	KNABB, EMILY	WSFS GENER
08/05/2022	222300207	12,776.50	KRISE TRANSPORTATION	WSFS GENER
08/05/2022	222300208	8,820.00	THE LINCOLN CENTER F	WSFS GENER
08/05/2022	222300209	5,250.00	LUKENS & WOLF, LLC D	WSFS GENER
08/05/2022	222300210	571.00	MCCORD, JUSTIN	WSFS GENER
08/05/2022	222300211	1,714.50	NASH, KHADEJIA	WSFS GENER
08/05/2022	222300214	10,334.71	OFFICE BASICS INC	WSFS GENER
08/05/2022	222300215	10,823.68	PECO	WSFS GENER
08/05/2022	222300216	155,576.45	RESCHINI AGENCY INC	WSFS GENER
08/05/2022	222300217	456.75	ROCHESTER 100 INC	WSFS GENER
08/05/2022	222300218	57.00	ROTARY CLUB OF PHOEN	WSFS GENER
08/05/2022	222300219	937.71	SCHOLASTIC INC	WSFS GENER
08/05/2022	222300220	2,312.16	SCHOLASTIC MAGAZINES	WSFS GENER
08/05/2022	222300221	894.59	SDIC	WSFS GENER
08/05/2022	222300222	341.69	SHERWIN WILLIAMS	WSFS GENER
08/05/2022	222300223	1,799.50	SYX, REBECCA	WSFS GENER
08/05/2022	222300224	325.88	TAGUE LUMBER	WSFS GENER
08/05/2022	222300225	17,126.00	THE ART OF EDUCATION	WSFS GENER
08/05/2022	222300226	2,229.50	THE STEPPING STONES	WSFS GENER
08/05/2022	222300227	837.59	THE WIRE GUYS, LLC	WSFS GENER
08/05/2022	222300228	36,665.99	TOSHIBA FINANCIAL SV	WSFS GENER
08/05/2022	222300229	308.14	TRANE U.S. INC.	WSFS GENER
08/05/2022	222300230	188.76	WEST MUSIC CO	WSFS GENER
08/12/2022	222300231	1,661.47	AMAZON CAPITAL SERVI	WSFS GENER
08/12/2022	222300232	198.04	BECKER'S SCHOOL SUPP	WSFS GENER
08/12/2022	222300233	1,243.16	CLAUS, SANDRA	WSFS GENER
08/12/2022	222300234	3,451.25	CROWN CASTLE FIBER L	WSFS GENER
08/12/2022	222300235	825.00	DARBY, AMY	WSFS GENER
08/12/2022	222300236	32,963.56	DELL MARKETING L.P.	WSFS GENER
08/12/2022	222300237	181.38	DENNEY ELECTRIC	WSFS GENER
08/12/2022	222300238	1,229.72	FERGUSON ENTERPRISES	WSFS GENER
08/12/2022	222300239	120.87	GENUINE PARTS CO NAP	WSFS GENER
08/12/2022	222300240	16,019.50	H T LYONS, INC	WSFS GENER
08/12/2022	222300241	5,358.08	IMPERIAL BAG & PAPER	WSFS GENER
08/12/2022	222300242	456.00	INTELLICOM SYSTEMS I	WSFS GENER
08/12/2022	222300243	459.00	KAMPUS KLOTHES INC	WSFS GENER
08/12/2022	222300244	1,216.25	KENCOR, LLC	WSFS GENER
08/12/2022	222300245	6,171.80	KEYSTONE DEAF AND HA	WSFS GENER
08/12/2022	222300246	5,278.50	KRISE TRANSPORTATION	WSFS GENER
08/12/2022	222300247	80.22	KURTZ BROS INC	WSFS GENER
08/12/2022	222300248	114.00	LEARNING A-Z	WSFS GENER
08/12/2022	222300249	1,889.17	LEHIGH VALLEY CHARTE	WSFS GENER
08/12/2022	222300250	571.00	MCADAMS, JUSTIN	WSFS GENER
08/12/2022	222300251	3,895.00	MICHAEL FALCONE	WSFS GENER
08/12/2022	222300254	2,999.52	OFFICE BASICS INC	WSFS GENER
08/12/2022	222300255	32,262.24	PA LEADERSHIP CHARTE	WSFS GENER
08/12/2022	222300256	249.78	PECO	WSFS GENER
08/12/2022	222300257	7,440.00	PERSONAL REFLECTIONS	WSFS GENER
08/12/2022	222300258	2,522.42	PHOENIXVILLE AREA ED	WSFS GENER

CHECK DATE	CHECK NUMBER	AMOUNT	VENDOR	BANK CODE
08/12/2022	222300259	5.00	PHOENIXVILLE COMMUNI	WSFS GENER
08/12/2022	222300260	612,733.50	PHOENIXVILLE FEDERAL	WSFS GENER
08/12/2022	222300261	16,308.04	PSBA -PENNSYLVANIA S	WSFS GENER
08/12/2022	222300262	1,201.20	QUEST BEHAVIORAL HEA	WSFS GENER
08/12/2022	222300263	396,655.00	RECREATION RESOURCE	WSFS GENER
08/12/2022	222300264	1,513.00	SCHOLASTIC INC	WSFS GENER
08/12/2022	222300265	65,485.00	SDIC	WSFS GENER
08/12/2022	222300266	512.50	SHATZEL, GARRETT	WSFS GENER
08/12/2022	222300267	1,388.61	TELEMEDICINE MANAGEM	WSFS GENER
08/12/2022	222300268	18,475.10	THE GUARDIAN LIFE IN	WSFS GENER
08/12/2022	222300269	1,152.01	THE STEPPING STONES	WSFS GENER
08/12/2022	222300270	2,765.85	TOSHIBA FINANCIAL SV	WSFS GENER
08/12/2022	222300271	33.96	TOTAL RENTAL INC DBA	WSFS GENER
08/12/2022	222300272	320.01	UNITED REFRIGERATION	WSFS GENER
08/12/2022	222300273	51.74	US SUPPLY CO INC	WSFS GENER
08/12/2022	222300274	177.95	WEST MUSIC CO	WSFS GENER
08/12/2022	222300275	705.00	WIGGINS SHREDDING IN	WSFS GENER
08/12/2022	222300276	241,471.00	WILLIS TOWERS WATSON	WSFS GENER
08/12/2022	222300277	895,731.25	WILMINGTON TRUST COM	WSFS GENER
08/12/2022	222300278	597.50	YOUTHFUL INNOVATIONS	WSFS GENER
08/19/2022	222300279	927.75	AMAZON CAPITAL SERVI	WSFS GENER
08/19/2022	222300281	334,243.90	CCIU	WSFS GENER
08/19/2022	222300282	78,650.00	CLAIRE MILLER (RPIA)	WSFS GENER
08/19/2022	222300283	101.32	CLEMENTS, SUSAN	WSFS GENER
08/19/2022	222300284	1,293.63	DENNEY ELECTRIC	WSFS GENER
08/19/2022	222300285	305.39	DISCOUNT SCHOOL SUPP	WSFS GENER
08/19/2022	222300286	602.08	FERGUSON ENTERPRISES	WSFS GENER
08/19/2022	222300287	1,146.11	FOLLETT SCHOOL SOLUT	WSFS GENER
08/19/2022	222300288	13.69	GENUINE PARTS CO NAP	WSFS GENER
08/19/2022	222300289	20,965.00	GOVCONNECTION INC	WSFS GENER
08/19/2022	222300290	9,645.41	GREENWOOD PUBLISHING	WSFS GENER
08/19/2022	222300291	1,515.00	HOLMES, GABRIELLE	WSFS GENER
08/19/2022	222300292	3,909.71	IMPERIAL BAG & PAPER	WSFS GENER
08/19/2022	222300293	2,057.25	KAMPUS KLOTHES INC	WSFS GENER
08/19/2022	222300294	3,982.50	KEGEL KELIN LITTS &	WSFS GENER
08/19/2022	222300295	610.00	KENCOR, LLC	WSFS GENER
08/19/2022	222300296	19,299.74	KRISE TRANSPORTATION	WSFS GENER
08/19/2022	222300297	232.00	LEE, SHAWN	WSFS GENER
08/19/2022	222300298	3,480.00	MELMARK INC	WSFS GENER
08/19/2022	222300300	2,655.07	OFFICE BASICS INC	WSFS GENER
08/19/2022	222300301	17,030.00	ONHAND SCHOOLS, INC.	WSFS GENER
08/19/2022	222300302	9,487.50	PEARSON EDUCATION IN	WSFS GENER
08/19/2022	222300303	5,903.65	PENNSYLVANIA VIRTUAL	WSFS GENER
08/19/2022	222300304	948.00	PHILADELPHIA PROTECT	WSFS GENER
08/19/2022	222300305	1,035,523.19	RENAISSANCE ACADEMY	WSFS GENER
08/19/2022	222300306	48,593.63	RESCHINI AGENCY INC	WSFS GENER
08/19/2022	222300307	80.00	SCHOOL PRIDE LTD	WSFS GENER
08/19/2022	222300308	15,583.00	SCHOOL SPECIALTY LLC	WSFS GENER
08/19/2022	222300309	3,257.95	SIEMENS INDUSTRY	WSFS GENER
08/19/2022	222300310	22.50	SKONIECZNY, CHRISTIN	WSFS GENER
08/19/2022	222300311	1,759.50	SWEET, STEVENS, KATZ	WSFS GENER
08/19/2022	222300312	324.12	TAYLOR, CHAMISE	WSFS GENER
08/19/2022	222300313	173.90	TEACHER CREATED MATE	WSFS GENER
08/19/2022	222300314	192.00	TITANIUM SECURITY &	WSFS GENER
08/19/2022	222300315	33.96	TOTAL RENTAL INC DBA	WSFS GENER
08/19/2022	222300316	396.59	UNITED REFRIGERATION	WSFS GENER

CHECK DATE	CHECK NUMBER	AMOUNT	VENDOR	BANK CODE
08/26/2022	222300317	57.53	AHOLD FINANCIAL SERV	WSFS GENER
08/26/2022	222300318	1,387.42	AMAZON CAPITAL SERVI	WSFS GENER
08/26/2022	222300319	1,100.95	B & H PHOTO-VIDEO	WSFS GENER
08/26/2022	222300320	750.21	BARNES & NOBLE INC	WSFS GENER
08/26/2022	222300321	1,024.27	BLICK ART MATERIALS	WSFS GENER
08/26/2022	222300322	1,680.42	CAROLINA BIOLOGICAL	WSFS GENER
08/26/2022	222300323	115.00	CCIU	WSFS GENER
08/26/2022	222300324	60.39	CHAMPAGNE-LEE, ZACHE	WSFS GENER
08/26/2022	222300325	3,000.00	COTTAGE SEVEN EDUCAT	WSFS GENER
08/26/2022	222300326	6,500.00	DEVEREUX FOUNDATION	WSFS GENER
08/26/2022	222300327	159.68	FLINN SCIENTIFIC INC	WSFS GENER
08/26/2022	222300328	12,186.17	FOX ROTHSCHILD LLP	WSFS GENER
08/26/2022	222300329	975.95	GREENWOOD PUBLISHING	WSFS GENER
08/26/2022	222300330	426.50	KAMPUS KLOTHES INC	WSFS GENER
08/26/2022	222300331	32.03	KURTZ BROS INC	WSFS GENER
08/26/2022	222300332	21,945.00	LEARNING A-Z	WSFS GENER
08/26/2022	222300333	843.75	LEE, SHAWN	WSFS GENER
08/26/2022	222300334	2,238.12	NATIONAL VISION ADMI	WSFS GENER
08/26/2022	222300336	1,520.31	OFFICE BASICS INC	WSFS GENER
08/26/2022	222300337	3,690.45	PEDIATRIC THERAPEUTI	WSFS GENER
08/26/2022	222300338	6,331.25	PHOENIXVILLE COMMUNI	WSFS GENER
08/26/2022	222300339	1,113.00	PROQUEST LP	WSFS GENER
08/26/2022	222300340	1,201.20	QUEST BEHAVIORAL HEA	WSFS GENER
08/26/2022	222300341	51,318.46	RESCHINI AGENCY INC	WSFS GENER
08/26/2022	222300342	50.00	RICHARDS, KAYLA	WSFS GENER
08/26/2022	222300343	2,174.37	SCHOLASTIC MAGAZINES	WSFS GENER
08/26/2022	222300344	71.95	SCHOOL SPECIALTY LLC	WSFS GENER
08/26/2022	222300345	710.10	SOUTHWEST STRINGS	WSFS GENER
08/26/2022	222300346	3,612.68	STAR PRINTING INC	WSFS GENER
08/26/2022	222300347	31.94	VARADY, MERCEDES	WSFS GENER
08/26/2022	222300348	4,550.00	WIN AT SOCIAL INC	WSFS GENER
08/01/2022	263	450.00	COLONIAL GARDEN CENT	PSDALF INV
08/01/2022	264	20.00	KNOWROAMING	PSDALF INV
08/01/2022	265	631.69	PANERA BREAD	PSDALF INV
08/01/2022	266	207.74	PAT'S PIZZERIA OF PH	PSDALF INV
08/01/2022	267	106.92	PAT'S PIZZERIA OF PH	PSDALF INV
08/01/2022	268	74.20	PENNYPACKER FLORIST	PSDALF INV
08/01/2022	269	84.80	PENNYPACKER FLORIST	PSDALF INV
08/01/2022	270	863.08	SIP.US LLC	PSDALF INV
08/01/2022	271	200.00	SPLITTING EDGE AXE	PSDALF INV
08/01/2022	272	1,549.90	ZOOM VIDEO COMMUNICA	PSDALF INV

4,878,308.38 Totals for checks

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	GENERAL FUND	343,210.93	0.00	4,535,097.45	4,878,308.38
***	Fund Summary Totals ***	343,210.93	0.00	4,535,097.45	4,878,308.38

***** End of report *****



PHOENIXVILLE AREA SCHOOL DISTRICT

Treasurer's Report

September 1, 2022

CHECKING ACCOUNT CASH ON HAND BALANCE - August 1, 2022

\$ 6,558,856.32

RECEIPTS

TAX COLLECTION:

Keystone Tax Collector

Real Estate Taxes	\$ 42,459,360.74	
Interim Real Estate Taxes	\$ 109,487.11	
Earned Income Tax	\$ 1,126,951.76	
Per Capita Tax	\$ 55,340.49	
Occupation Tax	\$ 557,822.29	\$ 44,308,962.39

Delinquent Taxes

Real Estate Delinquent	\$ 95,475.37	
Occupational Delinquent	\$ 55,062.83	
Per Capita Delinquent	\$ 3,985.73	\$ 154,523.93

Realty Transfer Tax:

By Cash	\$ 185,714.03	\$ 185,714.03
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TOTAL RECEIPTS FROM TAX COLLECTION

\$ 44,649,200.35

RECEIPTS FROM INVESTED FUNDS:

Interest Income	\$ 9,208.53	
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TOTAL RECEIPTS FROM INVESTED FUNDS

\$ 9,208.53

OTHER RECEIPTS:

IDEA 611	\$ 25,217.40	
Phoenixville Library Wages and Benefits	\$ 111,276.61	
School Pay Deposits	\$ 6,315.82	
Miscellaneous	\$ 81,483.23	

TOTAL OTHER RECEIPTS

\$ 224,293.06

TOTAL RECEIPTS

\$ 44,882,701.94

TOTAL CHECKING ACCOUNT AVAILABLE FOR USE

\$ 51,441,558.26

EXPENDITURES

Bills List

Reschini Agency	\$ 255,488.54	
Chester County Intermediate Unit	\$ 334,358.90	
PECO	\$ 11,073.46	
Constellation	\$ 3,218.49	
Verizon	\$ 3,070.28	
Krise Transportatiom	\$ 37,354.74	
UCCI	\$ 51,647.10	
Debt Service	\$ 1,508,464.75	
Other Bills	\$ 2,669,443.79	\$ 4,874,120.05

Payroll

\$ 3,405,810.25

Transfers Out

\$ 20,005,154.09

TOTAL EXPENDITURES

\$ 28,285,084.39

CHECKING ACCOUNT BALANCE ON HAND - 08/31/2022

\$ 23,156,473.87

ADD: PA School District Liquid Asset Fund -			
Balance - 08/1/2022	\$	3,696,667.97	
Deduct: Transfer to WSFS General Fund	\$	-	
Deduct: Bills	\$	(4,188.33)	
ADD: Credit to Bills for Sales Tax Refund	\$	48.60	
Add: Interest Income	\$	2,485.90	
Comm. of PA - Basic Ed	\$	856,847.00	
National School Lunch Program	\$	-	
Title I	\$	77,518.20	
Title II	\$	22,030.56	
Title III	\$	-	
Title IV	\$	7,129.08	
ARP ESSER Homeless C&Y	\$	26,344.24	
PA SMART Grant	\$	-	
PCCD Grant	\$	51,577.05	
Section 1305 & 1306	\$	-	
E-Rate	\$	-	
SD Special ED	\$	-	
CARES Act - ESSER	\$	-	
ARP ESSER	\$	356,218.80	
COVID-19 SECIM	\$	-	
Ready-to-Learn Grant	\$	-	
Retirement	\$	-	
Rental Subsidy	\$	32,759.91	
Medical Access	\$	11,140.13	
Social Security	\$	379,464.38	
Property Tax Relief	\$	846,694.00	
SD Transportation	\$	78,842.00	
NP Transportation	\$	-	
Balance - 08/31/2022			\$ 6,441,579.49
ADD: PA Local Government Investment Trust -			
Balance - 08/1/2022	\$	45,862.66	
Deduct: Transfer to General Fund	.	-	
Add: Interest Income	\$	74.81	
Transfer from General Fund	\$	-	
Balance -08/31/2022			\$ 45,937.47
ADD: Meridian Bank -			
Balance - 08/1/2022	\$	5,565,017.52	
Deduct: Transfer to General Fund	\$	-	
Add: Interest Income	\$	6,130.65	
Transfer from General Fund	\$	-	
Balance - 08/31/2022			\$ 5,571,148.17
ADD: People's Security Bank & Trust -			
Balance - 08/1/2022	\$	7,612,804.19	
Deduct: Transfer to General Fund	\$	-	
Add: Interest Income	\$	20,494.30	
Transfer from General Fund	\$	5,000,000.00	
Balance - 08/31/2022			\$ 12,633,298.49
ADD: UNIVEST Bank & Trust -			
Balance - 08/1/2022	\$	12,077,529.71	
Deduct: Transfer to General Fund	\$	(26.00)	
Add: Interest Income	\$	32,150.91	
Transfer from General Fund	\$	15,000,000.00	
Balance - 08/31/2022			\$ 27,109,654.62
ADD: TD Bank			
Balance - 08/1/2022: Schuylkill Escrow	\$	13,642.87	
Add: Interest Income	\$	19.47	
Deduct: Transfer to General Fund			
Balance - 08/31/2022			\$ 13,662.34
ADD: WSFS Money Market			
Balance - 08/1/2022	\$	1,002,923.29	
Deduct: Transfer to General Fund			
Add: Interest Income	\$	748.01	
Transfer from General Fund	\$	-	
Balance -08/31/2022			\$ 1,003,671.30

TOTAL CASH AVAILABLE FOR USE AS OF 08/31/2022

\$ 75,975,425.75

CAPITAL RESERVE FUND:

Cash Balance - 08/1/2022	\$	1,918,127.34	
ADD: Interest	\$	1,430.59	
ADD: Transfer from General Fund	\$	-	
Deduct - Bills	\$	-	
Cash Balance - 08/31/2022			\$ 1,919,557.93

CONSTRUCTION FUND:

CASH BALANCE - 08/1/2022	\$	273,892.69	
ADD: Interest on Construction Fund	\$	204.28	
ADD: Transfers In	\$	-	
Deduct: Bills	\$	-	
CHECKING ACCOUNT BALANCE - 08/31/2022			\$ 274,096.97

INVESTMENT REPORT
GENERAL FUND

INVESTMENT REPORT						
GENERAL FUND						
Month of August 2022						
INSTITUTION	AMOUNT	RATE	TYPE	MATURITY	INTEREST PAID THIS MONTH	INTEREST AT MATURITY
WSFS	23,156,473.87	0.91%	Variable		9,208.53	
Money Market	1,003,671.30	0.91%	Variable		748.01	
PSDLAF	2,950,869.07	1.75%	Variable		2,485.90	
Treasury Bill	1,490,710.42	1.25%	Fixed	11/3/22		9,289.58
Treasury Bill	2,000,000.00	2.90%	Fixed	2/16/23		30,032.88
PLGIT						
PA Local Government	45,937.47	1.92%	Variable		74.81	
Meridian Bank	5,571,148.17	2.00%	Variable		6,130.65	
People's Security B&T	12,633,298.49	2.25%	Variable		20,494.30	
UNIVEST	27,109,654.62	2.50%	Variable		32,150.91	
TD Bank	13,662.34	1.70%	Variable		19.47	
Matured this month						
TOTALS	75,975,425.75				71,312.58	39,322.46

INVESTMENT REPORT
GENERAL FUND
YTD INVESTMENT INCOME

Investment Income 2022-23								
General Fund								
	Total	WSFS	PSDLAF	PLGIT	TD Bank	Meridian	PSB&T	UNIVEST
July	38,957.33	3,780.29	1,832.87	48.74	12.13	3,071.32	11,298.13	18,913.85
Aug	71,312.58	9,956.54	2,485.90	74.81	19.47	6,130.65	20,494.30	32,150.91
Sept	-							
Oct	-							
Nov	-							
Dec	-							
Jan	-							
Feb	-							
Mar	-							
Apr	-							
May	-							
June	-							
Total	110,269.91	13,736.83	4,318.77	123.55	31.60	9,201.97	31,792.43	51,064.76



E-RATE
COMPLIANCE SERVICES
Doc U Manage

CONTRACT FOR E-RATE COMPLIANCE SERVICES

This agreement is made and entered by and between **Phoenixville School District**, a local education agency (“District”) and CSM Consulting, Inc. (“Consultant”).

RECITALS

- A. District desires to have a Consultant to prepare documentation, forms and applications regarding the Federal Communications Commission (“FCC”) E-Rate program.
- B. District has the authority to enter into an Agreement with a Consultant for purposes of complying with the FCC E-Rate program.
- C. Consultant is duly qualified to provide the services called for in this Agreement in consideration for the fee stipulated in this Agreement.

I. CONSULTANT’S RESPONSIBILITIES – SCOPE OF SERVICE

1. Shall provide to District completed forms and processes related to all Category One and Category Two applications of the Federal Communications Commission E-Rate filings with the schools and library division (“SLD”) during the term of this Agreement as shown in Section IV., 1. Services provided under this agreement to include the following:
 - Assist and coordinate the preparation and filing of FCC Forms: 470, 471, 486 and 500.
 - Assist and coordinate the preparation and filing of:
 - Form 472 (Billed Entity Applicant Reimbursement Form BEAR) and/or vendor specific discount forms (i.e. Data Gathering Form, Existing Services List, etc.)
 - Implementation Deadline Extension Request (ImDER)
 - Invoice Deadline Extension Request (IDER)
 - Review draft RFPs, bid evaluations and draft contracts for E-Rate compliance
 - Service Provider Identification Number (SPIN) Change Requests
 - Service Substitution Requests
 - Service Certifications
 - Program Integrity Assurance (PIA)
 - Payment Quality Assurance (PQA) requests
2. Act as District’s main point of contact with the SLD.
3. Assist District on E-Rate compliance including updates on rule or regulatory changes, as applicable.
4. Please indicate if Consultant has the authority to certify the following forms on behalf of the District by placing a checkmark next to the applicable E-Rate form.

Form 470 Form 471 Form 472 Form 486 Form 500

II. DISTRICT RESPONSIBILITIES

1. Provide all required information and data for filing all forms with the SLD in a timely manner and all required and requested data for filing the Form 471 at least thirty (30) days prior to USAC’s Form 471 filing deadline.
2. Adhere to E-Rate rules, procedures and regulations established by the FCC and other applicable regulatory agencies.

3. Take such official action, such as review of Consultants drafts and promptly sign and return all forms required for filing with a third party in a timely manner so that Consultant can perform its obligations under this Agreement.
4. Promptly pay Consultant its fee for services rendered. All payments are due and payable within 30 days after delivery to the District of the invoice.
5. Sign, date and certify all forms filed by Consultant on District's behalf.

III. COST

1. **Pricing.** The cost for services rendered regarding the E-Rate application process, as referred to in Section I of this agreement, will be invoiced and due to the Consultant as follows:
 1. Base contract amount ("Base Amount") of **\$4,500** plus;
 2. An amount equal \$3,000 plus 3.5% of Category Two applications submitted during the Term of this Agreement ("C2 Amounts").

The Base Amount fee will be invoiced immediately following the submission of the Form 471 application.

Invoice(s) for C2 Amounts will be provided upon completion of the annual E-Rate Form 471 submission process applicable to Category Two submissions during the Term(s) of this Agreement. If no Category Two applications are filed, there is no charge.

IV. MISCELLANEOUS

1. **Term.** The term ("Term") of this agreement shall be one (1) year commencing as of July 1, 2022, or upon execution (whichever is later), through June 30, 2023.
2. **Modifications.** This Agreement may be modified only by a written amendment to this Agreement, executed by both parties.
3. **Independent Contractor.** While engaged in carrying out and complying with the terms and conditions of the Agreement, Consultant is an independent contractor and not an officer, employee, or agent of the District.
4. **Conflict of Interest.** No business or personal relationship exists between any school employee and the service provider.
5. **Attorney's Fees and Costs.** In any litigation, arbitration or other proceeding by which one party either seeks to enforce its rights under this Agreement (whether in contract, tort, or both) or seeks a declaration of any rights or obligations under this Agreement, each party shall bear its own attorney fees, together with any costs and expenses to resolve the dispute and to enforce the final judgment.
6. **Severability.** If any term of this Agreement is held by a court of competent jurisdiction to be void or unenforceable, the remainder of this Agreement shall remain in full force and effect and shall not be affected.
7. **Termination.** Except as otherwise provided in this Agreement, either Party may immediately terminate this Agreement, upon written notice to the other Party, if either Party materially breaches the responsibilities set forth in Section I, Consultant's Responsibilities and Section II, District Responsibilities, respectively.


8. **Notices.** All notices that are required to be given by one party to the other under this Agreement shall be in writing and shall be deemed to have been given if delivered personally or enclosed in a properly addressed envelope postage prepaid and deposited with a United States Post Office for delivery by first class and certified mail addressed to the parties at the following addresses, unless such addresses are changed by notice, in writing, to the other party.

Phoenixville School District
386 City Line Avenue
Phoenixville, PA 19460

CSM Consulting, Inc.
P.O. Box 4408
El Dorado Hills, CA 95762-0018

9. **Limitation of Liability.** The aggregate liability in connection with any claim arising out of or relating to this agreement whether in contract, tort or otherwise, shall be limited to an amount equivalent to the fee(s) paid by the District to Consultant for services performed pursuant to this Agreement. Consultant shall not in any circumstances be liable to District, whether in contract, tort or otherwise, for any special, indirect, incidental, or consequential damages of any kind whatsoever whether Consultant is made aware in any way due to, resulting from, or arising in connection with the services performed by Consultant pursuant to this Agreement. District's right to monetary damages listed above in that amount shall be in lieu of all other remedies that District may have.
10. **Governing Law.** The validity of this Agreement and each of its terms and provisions, as well as the rights and duties of the parties under this Agreement, shall be construed pursuant to and in accordance with the law of the State of Pennsylvania.
11. **Authority.** The individuals executing this Agreement represent and warrant that they have the legal capacity and authority to execute and contractually bind their respective legal entities.
12. **Entire Agreement.** This Agreement supersedes any and all other agreements, whether oral or in writing, between the parties with respect to the subject of this Agreement. This Agreement contains all of the covenants and agreements between the parties with respect to the subject of this Agreement, and each party acknowledges that no representations, inducements, promises, or agreements have been made by or on behalf of any party except the covenants and agreements embodied in this Agreement. No agreement, statement, or promise not contained in this Agreement shall be valid or binding on the parties with respect to the subject of this Agreement.

Executed in _____, This _____ day of _____, 2022.


_____, Vice President
David T. Cichella

_____, Title _____

Print Name
Phoenixville School District

AUTHORITY TO COMMUNICATE – Letter of Agency (LOA)

This ATC/LOA (Agreement) entered into on this _____ day of _____, 2022 by and between **CSM Consulting, Inc.**, *Consultant Registration Number 16043564*, a California Corporation (“Consultant”) and **Phoenixville School District**, a local education agency (“District”). Consultant’s authority to communicate shall remain in effect during the term of the “E-Rate Services” consulting contract.

Consultant and District determines it is necessary to prepare documentation, forms and applications regarding the Federal Communications Commission (“FCC”) E-Rate program.

District grants to Consultant the authority to investigate and communicate, in any form, with any telecommunication company, service provider, the FCC or the Schools and Libraries Division with regard to the E-Rate Program on District’s behalf. Consultant acknowledges that nothing contained herein shall constitute a principal and agent relationship or be construed to evidence the intention of the District to constitute such. The District represents and warrants that the officer executing this Agreement has been duly authorized.

The term of this assignment is from the date of final execution (above) until all issues with E-Rate Years 2004, 2005, 2006, 2007, 2008 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022 and 2023 are resolved or June 30, 2025. When executed, this agreement is authorization for all employees of Consultant to communicate on behalf of the District in performance of the duties outlined herein.

Phoenixville School District

Name: _____

Print Name: _____

Title: _____