

**BLACKHAWK SCHOOL DISTRICT  
DEPOSITORY CASH AND RELATED INTEREST INCOME  
AS OF OCTOBER 31, 2021**

	10/1/2021	10/31/2021	INTEREST	DIVIDENDS	10/31/2021
<b>FIRST NATIONAL BANK (FNB)</b>	<b>BEGINNING</b>	<b>ENDING</b>	<b>INCOME</b>	<b>INCOME</b>	<b>ENDING</b>
<b>FUND</b>	<b>BALANCE</b>	<b>BALANCE</b>	<b>DISBURSED</b>	<b>RECEIVED</b>	<b>BALANCE</b>
10	\$ 4,120,222.65	\$ 5,128,437.03	\$ (5,130,148.78)	\$ -	\$ 4,118,510.90
GENERAL FUND					
GENERAL FUND FNB SWEEP ACCOUNT	\$ 8,435,804.43	\$ 2,241,188.91	\$ (2,358,922.26)	\$ 727.78	\$ 8,318,798.86
GENERAL FUND FNB - MM	\$ 5,600,173.33	\$ -	\$ -	\$ 578.43	\$ 5,600,751.76
PAYROLL (pass-thru account)	\$ 434,473.03	\$ 819,086.35	\$ (1,215,335.17)	\$ 12.34	\$ 38,236.55
G M COMPENSATORY FUND	\$ 6,510.16	\$ -	\$ -	\$ 0.67	\$ 6,510.83
CONSTRUCTION FUND	\$ 2,090.53	\$ 65,000.00	\$ -	\$ -	\$ 67,090.53
BLACKHAWK ACTIVITIES & ATHLETICS COMM- Bank	\$ 171,647.25	\$ -	\$ -	\$ -	\$ 171,647.25
BLACKHAWK ACTIVITIES & ATHLETICS COMM- PayPal	\$ 10,058.21	\$ -	\$ -	\$ -	\$ 10,058.21
FOOD SERVICE	\$ 71,481.68	\$ 51,948.73	\$ (68,052.46)	\$ 5.19	\$ 55,383.14
FOOD SERVICE - Money Market	\$ 65,816.37	\$ -	\$ (20,000.00)	\$ 6.51	\$ 45,822.88
HEALTH FUND	\$ 1,530,762.00	\$ 7,450.43	\$ -	\$ 158.16	\$ 1,538,370.59
HEALTH FUND - Money Market	\$ 917,604.18	\$ -	\$ -	\$ 94.78	\$ 917,698.96
DENTAL FUND	\$ 15,117.66	\$ 8,972.37	\$ (12,692.50)	\$ 0.90	\$ 11,398.43
DENTAL FUND - Money Market	\$ 34,880.14	\$ -	\$ -	\$ 3.60	\$ 34,883.74
VISION FUND	\$ 22,033.71	\$ 2,981.20	\$ (2,610.00)	\$ 2.15	\$ 22,407.06
HERBERT LUNT ENDOWMENT FUND (quarterly dvds/intrst)	\$ 193,231.56	\$ -	\$ -	\$ (495.85)	\$ 192,735.71
SCHOLARSHIP FUND	\$ 31,193.15	\$ -	\$ -	\$ 94.85	\$ 31,288.00
ACTIVITY FUND BHS	\$ 97,569.68	\$ 14,066.25	\$ (7,464.61)	\$ 9.91	\$ 104,181.23
ACTIVITY FUND BHS - Money Market	\$ 104,535.33	\$ -	\$ -	\$ 10.80	\$ 104,546.13
ACTIVITY FUND HMS	\$ 51,729.10	\$ 16,124.00	\$ -	\$ 5.73	\$ 67,858.83
ATHLETIC FUND	\$ 42,216.41	\$ 13,577.01	\$ (9,494.62)	\$ 4.67	\$ 46,303.47
FACILITY ACCOUNT	\$ 17,325.56	\$ -	\$ -	\$ 1.79	\$ 17,327.35
SCHOLARSHIP FUND	\$ 160,457.12	\$ -	\$ -	\$ 16.57	\$ 160,473.69
<b>GRAND TOTAL</b>	<b>\$ 22,136,933</b>	<b>\$ 8,368,832</b>	<b>\$ (8,824,720)</b>	<b>\$ 1,239</b>	<b>\$ 21,682,284</b>

**BLACKHAWK SCHOOL DISTRICT  
REVENUE / EXPENDITURES 2021 - 2022 BUDGET to ACTUAL  
EXPENDITURE BY FUNCTION**

ACCT	DESCRIPTION	2021-2022 BUDGET TOTAL	2021-2022 4 MONTH OCTOBER / ACTUAL	OVER (UNDER) BUDGET
<b>Revenue</b>				
6000	Local Revenue Sources	\$ 20,942,637	\$ 16,245,488	\$ (4,697,149)
7000	State Revenue Sources	\$ 17,890,340	\$ 3,753,835	\$ (14,136,505)
8000	Federal Revenue Sources	\$ 354,048	\$ 106,324	\$ (247,724)
9000	Other Financing Sources	\$ 750,000	\$ 143,988	\$ (606,012)
	<b>Total Revenue</b>	<b>\$ 39,937,025</b>	<b>\$ 20,249,635</b>	<b>\$ (19,687,390)</b>

				(OVER) UNDER BUDGET
<b>Expenditures</b>				
<b>1000 INSTRUCTION</b>				
1100	Regular Programs	\$ 17,416,277	\$ 4,584,585	\$ 12,831,692
1200	Special Programs	\$ 4,828,526	\$ 1,311,005	\$ 3,517,521
1300	Vocational Programs	\$ 1,644,331	\$ 324,998	\$ 1,319,333
1400	Other Instructional Programs - Fed.	\$ 232,082	\$ 66,377	\$ 165,705
1500	Non-Public School Programs	\$ -	\$ -	\$ -
		\$ 24,121,216	\$ 6,286,965	\$ 17,834,251

<b>2000 SUPPORT SERVICES</b>				
2100	Pupil Personnel	\$ 842,379	\$ 227,198	\$ 615,181
2200	Instructional Staff	\$ 1,144,435	\$ 539,242	\$ 605,193
2300	Administration	\$ 2,691,910	\$ 1,051,946	\$ 1,639,964
2400	Pupil Health	\$ 478,731	\$ 133,057	\$ 345,674
2500	Business	\$ 239,197	\$ 77,359	\$ 161,838
2600	Operation & Maintenance	\$ 3,620,114	\$ 1,103,503	\$ 2,516,611
2700	Student Transportation	\$ 2,549,000	\$ 590,035	\$ 1,958,965
2900	Other Support Services	\$ 22,000	\$ -	\$ 22,000
		\$ 11,587,766	\$ 3,722,340	\$ 7,865,426

<b>3000 Noninstructional Services</b>				
3200	Student Activities	\$ 1,177,385	\$ 234,207	\$ 943,178
3300	Community Service	\$ 7,500	\$ -	\$ 7,500
3400	Scholarships and Awards	\$ -	\$ 6,428	\$ (6,428)
		\$ 1,184,885	\$ 240,635	\$ 944,250

<b>4000 FACILITIES, CONTRUCTION</b>				
4600	Bldg. Improv. Svcs - Replacement	\$ 25,000	\$ 37,890	\$ (12,890)
		\$ 25,000	\$ 37,890	\$ (12,890)

<b>5000 OTHER FINANCING USES</b>				
5100	Debt Service	\$ 3,105,782	\$ 1,020,621	\$ 2,085,161
5200	Fund Transfer	\$ 255,000	\$ 21,000	\$ 234,000
5900	Budgetary Reserve	\$ -	\$ -	\$ -
	<b>Total Expenditures</b>	<b>\$ 40,279,649</b>	<b>\$ 11,329,451</b>	<b>\$ 28,950,198</b>

Revenues exceeding Expenditures	\$ (342,624)	\$ 8,920,185	\$ 9,262,809
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**BLACKHAWK SCHOOL DISTRICT  
REVENUE / EXPENDITURES 2021 - 2022 BUDGET to ACTUAL  
EXPENDITURE BY FUNCTION**

ACCT	DESCRIPTION	PRIOR YEAR		PRIOR YEAR		2021-2022		2021-2022	
		2020-2021 BUDGET	TOTAL	2020-2021 4 MONTH	ACTUAL	BUDGET	TOTAL	4 MONTH	ACTUAL
<b>Revenue</b>									
6000	Local Revenue Sources	\$ 19,022,156	\$	15,991,906	\$	20,942,637	\$	16,245,488	
7000	State Revenue Sources	\$ 17,836,978	\$	3,349,133	\$	17,890,340	\$	3,753,835	
8000	Federal Revenue Sources	\$ 771,700	\$	119,417	\$	354,048	\$	106,324	
9000	Other Financing Sources	\$ 1,250,000	\$	4,169	\$	750,000	\$	143,988	
	<b>Total Revenue</b>	<b>\$ 38,880,834</b>	<b>\$</b>	<b>19,464,626</b>	<b>\$</b>	<b>39,937,025</b>	<b>\$</b>	<b>20,249,635</b>	
<b>Expenditures</b>									
<b>1000 INSTRUCTION</b>									
1100	Regular Programs	\$ 16,876,232	\$	4,449,822	\$	17,416,277	\$	4,584,585	
1200	Special Programs	\$ 5,048,950	\$	1,244,895	\$	4,828,526	\$	1,311,005	
1300	Vocational Programs	\$ 1,460,120	\$	439,562	\$	1,644,331	\$	324,998	
1400	Other Instructional Programs - Fed	\$ 171,279	\$	38,749	\$	232,082	\$	66,377	
1500	Non-Public School Programs	\$ -	\$	-	\$	-	\$	-	
		\$ 23,556,581	\$	6,173,029	\$	24,121,216	\$	6,286,965	
<b>2000 SUPPORT SERVICES</b>									
2100	Pupil Personnel	\$ 870,268	\$	270,857	\$	842,379	\$	227,198	
2200	Instructional Staff	\$ 1,175,940	\$	910,384	\$	1,144,435	\$	539,242	
2300	Administration	\$ 2,694,068	\$	959,597	\$	2,691,910	\$	1,051,946	
2400	Pupil Health	\$ 496,430	\$	92,841	\$	478,731	\$	133,057	
2500	Business	\$ 257,650	\$	79,613	\$	239,197	\$	77,359	
2600	Operation & Maintenance	\$ 3,636,050	\$	1,088,717	\$	3,620,114	\$	1,103,503	
2700	Student Transportation	\$ 2,494,500	\$	237,274	\$	2,549,000	\$	590,035	
2900	Other Support Services	\$ 22,000	\$	-	\$	22,000	\$	-	
		\$ 11,646,906	\$	3,639,282	\$	11,587,766	\$	3,722,340	
<b>3000 Noninstructional Services</b>									
3200	Student Activities	\$ 1,191,278	\$	257,693	\$	1,177,385	\$	234,207	
3300	Community Service	\$ 7,500	\$	-	\$	7,500	\$	-	
3400	Scholarships and Awards	\$ -	\$	-	\$	-	\$	6,428	
		\$ 1,198,778	\$	257,693	\$	1,184,885	\$	240,635	
<b>4000 FACILITIES, CONSTRUCTION</b>									
4600	Bldg. Improv. Svcs - Replacement	\$ 25,000	\$	23,325	\$	25,000	\$	37,890	
		\$ 25,000	\$	23,325	\$	25,000	\$	37,890	
<b>5000 OTHER FINANCING USES</b>									
5100	Debt Service	\$ 3,093,453	\$	1,334,404	\$	3,105,782	\$	1,020,621	
5200	Fund Transfer	\$ 255,000	\$	980,000	\$	255,000	\$	21,000	
5900	Budgetary Reserve	\$ 125,000	\$	-	\$	-	\$	-	
		\$ 3,473,453	\$	2,314,404	\$	3,360,782	\$	1,041,621	
	<b>Total Expenditures</b>	<b>\$ 39,900,718</b>	<b>\$</b>	<b>12,407,733</b>	<b>\$</b>	<b>40,279,649</b>	<b>\$</b>	<b>11,329,451</b>	
	<b>Revenues exceeding Expenditures</b>	<b>\$ (1,019,884)</b>	<b>\$</b>	<b>7,056,893</b>	<b>\$</b>	<b>(342,624)</b>	<b>\$</b>	<b>8,920,185</b>	

**BLACKHAWK SCHOOL DISTRICT  
REVENUE / EXPENDITURE 2021 - 2022 BUDGET to ACTUAL  
EXPENDITURE BY OBJECT**

ACCT	DESCRIPTION	2021-2022 BUDGET	2021-2022 4 MONTH OCTOBER / ACTUAL	OVER (UNDER) BUDGET
<b>Revenue</b>				
6000	Local Revenue Sourc	\$ 20,942,637	\$ 16,398,415	\$ (4,544,222)
7000	State Revenue Sourc	\$ 17,890,340	\$ 835	\$ (17,889,505)
8000	Federal Revenue Sot	\$ 354,048	\$ 115,646	\$ (238,402)
9000	Other Financing Sour	\$ 750,000	\$ 148,488	\$ (601,512)
	<b>Total Revenue</b>	<b>\$ 39,937,025</b>	<b>\$ 16,663,384</b>	<b>\$ (23,273,641)</b>

ACCT	DESCRIPTION	2021-2022 BUDGET	2021-2022 4 MONTH OCTOBER / ACTUAL	OVER (UNDER) BUDGET
<b>Expenditures</b>				
100	Salaries	\$ 16,991,094	\$ 4,742,969	\$ 12,248,125
200	Benefits	\$ 10,422,563	\$ 2,814,555	\$ 7,608,008
300	Professional/Technic	\$ 1,071,603	\$ 358,367	\$ 713,236
400	Property Services	\$ 761,725	\$ 274,227	\$ 487,498
500	Other Services	\$ 5,261,302	\$ 1,226,130	\$ 4,035,172
600	Supplies/Books	\$ 1,701,693	\$ 606,764	\$ 1,094,929
700	Equipment/Property	\$ 637,428	\$ 246,750	\$ 390,678
800	Other Objects	\$ 1,122,241	\$ 548,690	\$ 573,551
900	Other Financial Uses	\$ 2,310,000	\$ 511,000	\$ 1,799,000
	<b>Total Expenditures</b>	<b>\$ 40,279,649</b>	<b>\$ 11,329,451</b>	<b>\$ 28,950,198</b>

**Revenues exceeding Exp** \$ (342,624) \$ 5,333,933 \$ 5,676,557

**BLACKHAWK SCHOOL DISTRICT  
REVENUE / EXPENDITURE 2021 - 2022 BUDGET to ACTUAL  
EXPENDITURE BY OBJECT**

ACCT	DESCRIPTION	PRIOR YEAR 2020-2021 BUDGET TOTAL	PRIOR YEAR 2020-2021 4 MONTH OCTOBER / ACTUAL	2021-2022 BUDGET TOTAL	2021-2022 4 MONTH OCTOBER / ACTUAL
<b>Revenue</b>					
6000	Local Revenue Sources	\$ 19,022,156	\$ 16,681,684	\$ 20,942,637	\$ 16,398,415
7000	State Revenue Sources	\$ 17,836,978	\$ 5,586,730	\$ 17,890,340	\$ 835
8000	Federal Revenue Sources	\$ 771,700	\$ 385,436	\$ 354,048	\$ 115,646
9000	Other Financing Sources	\$ 1,250,000	\$ 5,008	\$ 750,000	\$ 148,488
	<b>Total Revenue</b>	<b>\$ 38,880,834</b>	<b>\$ 22,658,859</b>	<b>\$ 39,937,025</b>	<b>\$ 16,663,384</b>

<b>Expenditures</b>					
100	Salaries	\$ 16,573,300	\$ 4,432,313	\$ 16,991,094	\$ 4,742,969
200	Benefits	\$ 10,507,116	\$ 3,079,232	\$ 10,422,563	\$ 2,814,555
300	Professional/Technical Services	\$ 1,019,777	\$ 191,667	\$ 1,071,603	\$ 358,367
400	Property Services	\$ 749,640	\$ 248,967	\$ 761,725	\$ 274,227
500	Other Services	\$ 5,218,551	\$ 876,892	\$ 5,261,302	\$ 1,226,130
600	Supplies/Books	\$ 1,650,426	\$ 1,004,151	\$ 1,701,693	\$ 606,764
700	Equipment/Property	\$ 643,412	\$ 244,441	\$ 637,428	\$ 246,750
800	Other Objects	\$ 1,533,496	\$ 880,071	\$ 1,122,241	\$ 548,690
900	Other Financial Uses	\$ 2,005,000	\$ 1,450,000	\$ 2,310,000	\$ 511,000
	<b>Total Expenditures</b>	<b>\$ 39,900,718</b>	<b>\$ 12,407,734</b>	<b>\$ 40,279,649</b>	<b>\$ 11,329,451</b>
	<b>Revenues exceeding Expenditures</b>	<b>\$ (1,019,884)</b>	<b>\$ 10,251,124</b>	<b>\$ (342,624)</b>	<b>\$ 5,333,933</b>



	Fiscal Year	Total Fiscal Year Collections	
	2019-2020	2,397,225	
	2020-2021	2,391,873	
Increase in Collections From Same Period Prior Year		(5,352)	-0.2% Typically a 3% Increase
	October	YTD	
2020-2021	76,514	672,645	
2021-2022	73,324	680,673	
Increase/(Decrease) In Collections From Same Month Prior Year	(3,191)	8,028	1.2% Typically a 3% Increase
Budget 2021-2022 (Range)		Collected Year to Date	% Collected
2,375,000		680,673	29%

Budget	2% Discount July	2% Discount August	Face September	Face October	Face November
16,963,964	3,519,764	9,666,379	1,643,982	4,967	
	19.4%	53.2%	9.1%	0.0%	0.0%
	20.8%	57.2%	9.7%	0.0%	0.0%

Collected Year To Date  
Collected based on 100% collection Rate  
Collected based on 93% collection Rate

2020 Face	2021 Face	100% Collectable	93% Avg Yearly Collections	YTD Collections excludes Interim
263,005,086	260,700,821	17,988,357	16,729,172	14,835,091
8,064,731	8,126,431	174,474	162,261	
		18,162,831	16,891,433	

82% Collected; Based on Total Assessed Value

At 69 Mills: \$ 244,803 Dollar Value of 1 Mill; based on 93% collection

07-08 to 12-13	2021-2022 (100%)	2021-2022 (93%)
2% Discount 61%	2% Discount 73%	2% Discount 78%
Face 30%	Face 9%	Face 10%
10% penalty 9%	10% penalty 0%	10% penalty 0%

Average Monthly Collections (2007-08 to 2012-13)

July	16%
August	45%
September	26%
October	4%
November	4%
December	3%
January	2%



**Business Manager Cost Comparison  
October 2021**

**Business Manager As Employee of District:**

<b>Monthly</b>							
<b>Salary</b>	<b>Taxes</b>	<b>Benefits</b>	<b>PSERS</b>	<b>Total</b>			
9,567	732	1,557	3,302	15,157	July 2020 - June 2021 Rate		
9,854	754	1,603	3,444	15,654	July 2021 - June 2022 Rate		
<b>YTD</b>				<b>Total</b>			
96,816	7,406	15,752	33,585	153,559	Year to Date - Employee Cost		

**Contracted Business Manager:**

**YTD**  
105,616

**Savings - Compared to Business Manager on Payroll**  
47,943

**Self-Funded Health Analysis**

As of October 31, 2021

	July 2021	Aug 2021	Sept 2021	Oct 2021	Nov 2021	Dec 2021
District Premium Contributions	\$ 302,098	\$ 297,228	\$ 297,757	\$ 299,573	\$ -	\$ -
Less: Employee Premium Contributions:	(15,431)	(15,824)	(16,603)	(16,603)	-	-
<b>Net Contribution</b>	<b>\$ 286,667</b>	<b>\$ 281,404</b>	<b>\$ 281,154</b>	<b>\$ 282,970</b>	<b>\$ -</b>	<b>\$ -</b>

	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022
District Premium Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Employee Premium Contributions:	-	-	-	-	-	-
<b>Net Contribution</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<u>Expenses Trend</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>
<b>July</b>	376,028	188,075	312,464	295,492	283,397	288,603
<b>August</b>	253,193	275,613	306,259	301,366	400,420	285,524
<b>September</b>	405,627	325,709	316,589	271,278	366,931	283,683
<b>October</b>	216,412	276,919	231,946	287,928	379,217	283,257
<b>November</b>	278,339	252,455	273,807	397,303	336,489	282,713
<b>December</b>	360,515	339,794	289,218	320,390	323,071	279,658
<b>January</b>	277,165	352,251	358,439	331,824	418,667	281,700
<b>February</b>	273,505	327,880	373,707	318,292	357,115	278,495
<b>March</b>	550,915	386,644	356,623	398,410	350,868	281,760
<b>April</b>	243,977	283,804	273,292	305,852	334,873	281,760
<b>May</b>	227,231	316,126	357,345	390,587	337,506	281,114
<b>June</b>	272,334	489,789	304,167	283,888	279,914	280,999
<b>Average Month</b>	311,270	317,922	312,821	325,218	347,372	282,439
<b>5 Year Average</b>	322,921					
<b>5 Year Low</b>	188,075					
<b>5 Year High</b>	550,915					
				<b>Average Monthly Savings</b>		40,482





**Blackhawk School District**  
**Invoice Listing 2021-2022 for FUND: 10**  
**Vendor # 000011 - THE**

Invoice #	Stat	Batch	Invoice Date	Release Date	Vendor Number/Name	Invoice Amount
PSI179949	Open	102721	09/27/21	10/27/21	003240A.G. Mauro Company	\$2,950.00
PSI179952	Open	102721	09/27/21	10/27/21	003240A.G. Mauro Company	\$4,650.00
PSI179957	Open	102721	09/27/21	10/27/21	003240A.G. Mauro Company	\$3,465.00
227668	Open	102721	09/30/21	10/27/21	002970Aaron Solutions Company	\$480.00
2335537	Open	102721	08/10/20	10/27/21	003038Adafruit Industries LLC	\$339.80
SEPT 2021	Open	102721	09/30/21	10/27/21	004209ALLISON CUMMINGS	\$1,650.00
3465	Open	102721	10/06/21	10/27/21	002533AMASTI, Inc	\$142.98
INV0001444	Open	102721	10/06/21	10/27/21	001486AOT, INC	\$7,126.34
AG04206790	Open	102721	10/01/21	10/27/21	200193APPLE INC	\$1,498.50
AG05191382	Open	102721	10/05/21	10/27/21	200193APPLE INC	\$19.99
304878	Open	102721	09/29/21	10/27/21	1465AZ JANITORIAL	\$2,181.60
304879	Open	102721	09/29/21	10/27/21	1465AZ JANITORIAL	\$442.50
305085	Open	102721	10/12/21	10/27/21	1465AZ JANITORIAL	\$3,240.94
305086	Open	102721	10/12/21	10/27/21	1465AZ JANITORIAL	\$47.00
L86788	Open	102721	09/30/21	10/27/21	3030B&R POOLS AND SWIM SHOP	\$112.00
09/30/2021	Open	102721	09/30/21	10/27/21	002352BADEN ACADEMY CHARTER SCHOOL	\$18,893.81
214594-0	Open	102721	10/21/21	10/27/21	42BAUMAN OFFICE EQUIPMENT INC	\$200.00
1876	Open	102721	09/30/21	10/27/21	101056BCRC INC	\$3,544.90
1028390	Open	102721	09/27/21	10/27/21	0764BIO CORPORATION	\$374.87
212203	Open	102721	10/11/21	10/27/21	484BLACKHAWK FOOD SERVICE	\$165.00
212209	Open	102721	10/11/21	10/27/21	484BLACKHAWK FOOD SERVICE	\$119.78
212210	Open	102721	10/11/21	10/27/21	484BLACKHAWK FOOD SERVICE	\$15.00
212211	Open	102721	10/11/21	10/27/21	484BLACKHAWK FOOD SERVICE	\$135.00
7176832	Open	102721	09/29/21	10/27/21	2378BLICK ART MATERIALS	\$31.35
7229370	Open	102721	10/08/21	10/27/21	2378BLICK ART MATERIALS	\$501.28
SEPT2021 MILEAGE	Open	102721	10/04/21	10/27/21	000948BRADY OKON	\$26.88
REIMB JW PEPPER	Open	102721	09/29/21	10/27/21	004053BRANDON TAMBELLINI	\$9.00
SEPT 2021	Open	102721	10/06/21	10/27/21	001065BVIU-CURRICULUM SERVICES	\$632.50
BL-WAN-1Q-21/22	Open	102721	10/11/21	10/27/21	000891BVIU-FIBERWAN	\$2,901.50
CTI20970	Open	102721	09/01/21	10/27/21	003337CAPITAL TECHNOLOGIES, INC	\$6,780.00
51550452 RI	Open	102721	10/07/21	10/27/21	97CAROLINA BIOLOGICAL SUP. CO.	\$159.48
51553602 RI	Open	102721	10/11/21	10/27/21	97CAROLINA BIOLOGICAL SUP. CO.	\$35.55
167331	Open	102721	10/07/21	10/27/21	1141CASTLE MAINTENANCE PRODUCTS	\$945.95
L984811	Open	102721	10/11/21	10/27/21	5149CDW-G	\$19,980.00

**Blackhawk School District**  
**Invoice Listing 2021-2022 for FUND: 10**  
**Vendor # 000011 - THE**

Invoice #	Stat	Batch	Invoice Date	Release Date	Vendor Number/Name	Invoice Amount
76562	Open	102721	09/16/21	10/27/21	1282CENTURY SPORTS	\$2,703.50
76607	Open	102721	09/21/21	10/27/21	1282CENTURY SPORTS	\$1,299.43
76608	Open	102721	09/21/21	10/27/21	1282CENTURY SPORTS	\$1,246.01
09/17/2021	Open	102721	09/17/21	10/27/21	0916CHIPPEWA TWP POLICE DEPT	\$195.00
OCT 18 2021	Open	102721	10/18/21	10/27/21	0916CHIPPEWA TWP POLICE DEPT	\$1,137.50
OCT 4 2021	Open	102721	10/04/21	10/27/21	0916CHIPPEWA TWP POLICE DEPT	\$1,137.50
REIMB MARKET DIST	Open	102721	09/21/21	10/27/21	002985CHRISTINA CHESNO	\$28.98
REIMB TARGET	Open	102721	09/08/21	10/27/21	002985CHRISTINA CHESNO	\$33.47
SEPT 2021 MILEAGE	Open	102721	09/30/21	10/27/21	000573CHRISTY DESSELLE	\$46.93
I054567	Open	102721	10/11/21	10/27/21	004344CITY GLASS COMPANY INC	\$625.84
I054598	Open	102721	10/15/21	10/27/21	004344CITY GLASS COMPANY INC	\$12.00
71895	Open	102721	10/07/21	10/27/21	1791COMBUSTION SERVICE & EQUIPMENT CO	\$3,087.18
DISTRICT PESTICIDE	Open	102721	10/22/21	10/27/21	85COMMONWEALTH OF PENNSYLVANIA	\$35.00
SARVER PESTICIDE	Open	102721	10/22/21	10/27/21	85COMMONWEALTH OF PENNSYLVANIA	\$10.00
A637341	Open	102721	10/13/21	10/27/21	002455CRAIG'S HARDWARE, INC	\$32.37
CUS0267767	Open	102721	09/08/21	10/27/21	000855CRISIS PREVENTION INSTITUTE INC	\$39.99
302724	Open	102721	10/11/21	10/27/21	147D & G RENT-ALLS	\$124.98
339693	Open	102721	10/06/21	10/27/21	1648D H BERTENTHAL	\$163.75
REIMB WALMART 09/29/21	Open	102721	09/29/21	10/27/21	07131DIANNE SARVER	\$36.29
0000028385	Open	102721	10/06/21	10/27/21	002346DR ROBERT KETTERER CHARTER SCHOOL INC	\$539.82
SEPT 2021 MILEAGE	Open	102721	10/14/21	10/27/21	003998ERIC BAKER	\$62.49
40595	Open	102721	09/21/21	10/27/21	004000FLEET SERVICE OF AMERICA	\$1,133.54
40605	Open	102721	10/12/21	10/27/21	004000FLEET SERVICE OF AMERICA	\$32.00
737578	Open	102721	09/30/21	10/27/21	102971GLADE RUN LUTHERAN SERVICES	\$2,263.04
738072	Open	102721	09/30/21	10/27/21	102971GLADE RUN LUTHERAN SERVICES	\$5,044.78
315541	Open	102721	10/21/21	10/27/21	1505GLOBE TICKET & LABEL CO	\$144.00
19818	Open	102721	10/01/21	10/27/21	05560GREEN ELEVATOR INSPECTON INC	\$225.00
INV-1044856	Open	102721	09/29/21	10/27/21	003791H & A SERVICE COMPANY	\$2,812.50
32854	Open	102721	10/11/21	10/27/21	002635HARBORCREEK YOUTH SERVICES	\$1,871.32
INV-001589	Open	102721	09/27/21	10/27/21	004275HERCULES LED	\$4,500.00
INV-A000084	Open	102721	08/30/21	10/27/21	004275HERCULES LED	\$239.00
10/01/2021	Open	102721	10/01/21	10/27/21	1420HERITAGE VALLEY REHAB	\$3,440.00
000340609	Open	102721	08/31/21	10/27/21	004308HOME SCIENCE TOOLS	\$60.20

**Blackhawk School District**  
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Invoice #	Stat	Batch	Invoice Date	Release Date	Vendor Number/Name	Invoice Amount
1329	Open	102721	10/05/21	10/27/21	004221J MARTIN & ASSOCIATES	\$15,336.22
009543-03	Open	102721	09/30/21	10/27/21	01580JANITORS SUPPLY CO INC.	\$152.54
010537	Open	102721	09/29/21	10/27/21	01580JANITORS SUPPLY CO INC.	\$-21.35
010583	Open	102721	09/30/21	10/27/21	01580JANITORS SUPPLY CO INC.	\$-56.20
011506	Open	102721	10/14/21	10/27/21	01580JANITORS SUPPLY CO INC.	\$692.02
PIAA FOUNDATION	Open	102721	10/19/21	10/27/21	000653JARROD MCCOWIN	\$433.88
REIMB JW PEPPER	Open	102721	10/05/21	10/27/21	103017JAYNE MCDONALD	\$45.00
SEPT 2021 MILEAGE	Open	102721	10/01/21	10/27/21	07153JODI BORRONI	\$90.38
88144168	Open	102721	09/24/21	10/27/21	000572JOHNSON CONTROLS	\$2,174.85
30848	Open	102721	09/27/21	10/27/21	86JOSEPH J. BRUNNER, INC	\$1,827.28
77084	Open	102721	09/30/21	10/27/21	86JOSEPH J. BRUNNER, INC	\$450.00
26937730	Open	102721	09/24/21	10/27/21	160JOSTENS	\$1,612.82
N002960603	Open	102721	09/28/21	10/27/21	160JOSTENS	\$30.20
N002960709	Open	102721	09/29/21	10/27/21	160JOSTENS	\$1,034.88
N002961650	Open	102721	10/04/21	10/27/21	160JOSTENS	\$581.92
363689251	Open	102721	10/15/21	10/27/21	440J.W. PEPPER & SONS, INC	\$36.98
AUG SEPT 2021 MILEAGE	Open	102721	10/12/21	10/27/21	002994Janice Robinson	\$36.62
510583	Open	102721	09/27/21	10/27/21	002862KELLY SERVICES INC	\$67,606.00
MILEAGE AUG/SEP 2021	Open	102721	10/01/21	10/27/21	003796KRISTEN WALLACE	\$20.72
EES00004983	Open	102721	07/15/21	10/27/21	3049LANCASTER-LEBANON IU-13	\$13,858.10
PDS 6001	Open	102721	09/30/21	10/27/21	002462LEADER SERVICES	\$12.60
2143	Open	102721	10/13/21	10/27/21	003605LEARNING TO SOAR	\$360.00
259260	Open	102721	10/08/21	10/27/21	004272LEECH TISHMAN FUSCALDO & LAMPL, LLC	\$1,391.00
09/23/2021	Open	102721	09/23/21	10/27/21	8067LINCOLN PARK PERFORMING ARTS SCHOOL	\$94,346.57
162956	Open	102721	09/29/21	10/27/21	003803LITERACY RESOURCES LLC	\$431.95
E3840330756	Open	102721	09/18/21	10/27/21	002337MAXIM STAFFING SOLUTIONS	\$1,534.00
E3892920756	Open	102721	09/25/21	10/27/21	002337MAXIM STAFFING SOLUTIONS	\$1,150.50
E3932130756	Open	102721	10/02/21	10/27/21	002337MAXIM STAFFING SOLUTIONS	\$1,442.00
SEPT 2021	Open	102721	10/07/21	10/27/21	637MCCARTER TRANSIT INC	\$15,459.60
ARI2108-010-02	Open	102721	09/01/21	10/27/21	002967MHY Family Services	\$980.00
SEPT 2021 MILEAGE	Open	102721	10/08/21	10/27/21	003806MIKAELA KALMER	\$26.88
10030998	Open	102721	09/30/21	10/27/21	004345MILLER ENVIRONMENTAL GROUP INC	\$4,460.00
618859	Open	102721	09/27/21	10/27/21	1461MR JOHN OF PITTSBURGH	\$110.00

**Blackhawk School District**  
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Invoice #	Stat	Batch	Invoice Date	Release Date	Vendor Number/Name	Invoice Amount
619552	Open	102721	10/08/21	10/27/21	1461MR JOHN OF PITTSBURGH	\$220.00
619553	Open	102721	10/08/21	10/27/21	1461MR JOHN OF PITTSBURGH	\$110.00
619693	Open	102721	10/11/21	10/27/21	1461MR JOHN OF PITTSBURGH	\$220.00
21/22 HONOR SOCIETY	Open	102721	10/01/21	10/27/21	003472NAfME	\$100.00
19708741	Open	102721	09/30/21	10/27/21	001016OFFICE DEPOT	\$4,937.94
711804509-01	Open	102721	09/22/21	10/27/21	1275ORIENTAL TRADING CO	\$450.06
712408520-01	Open	102721	10/15/21	10/27/21	1275ORIENTAL TRADING CO	\$54.32
214400329	Open	102721	10/01/21	10/27/21	914ORKIN PEST CONTROL	\$50.01
214400356	Open	102721	10/01/21	10/27/21	914ORKIN PEST CONTROL	\$50.01
214400380	Open	102721	10/01/21	10/27/21	914ORKIN PEST CONTROL	\$112.49
214400403	Open	102721	10/01/21	10/27/21	914ORKIN PEST CONTROL	\$50.01
000020210586	Open	102721	10/12/21	10/27/21	003797ORTON GILLINGHAM ONLINE ACADEMY	\$745.00
10/01/2021	Open	102721	10/01/21	10/27/21	002051PATTERSON TWP POLICE DEPT	\$408.00
10/18/2021	Open	102721	10/18/21	10/27/21	002051PATTERSON TWP POLICE DEPT	\$408.00
14838074	Open	102721	07/30/21	10/27/21	001066PEARSON CLINICAL ASSESSMENT	\$325.48
14840724	Open	102721	07/31/21	10/27/21	001066PEARSON CLINICAL ASSESSMENT	\$1,698.11
746926	Open	102721	09/20/21	10/27/21	000783PENNSYLVANIA VIRTUAL CHARTER SCHOOL	\$5,398.23
1706048	Open	102721	10/15/21	10/27/21	003395PETROLEUM TRADERS CORP	\$18,894.46
09/30/2021	Open	102721	09/30/21	10/27/21	002682PITTSBURGH EDUCATION CONSULTING, LLC	\$400.00
06803318	Open	102721	09/20/21	10/27/21	1938POSITIVE PROMOTIONS	\$397.50
06809341	Open	102721	09/28/21	10/27/21	1938POSITIVE PROMOTIONS	\$281.73
10/01/2021	Open	102721	10/01/21	10/27/21	003748PROVIDENT CHARTER SCHOOL	\$7,116.00
09/27/2021	Open	102721	09/27/21	10/27/21	1346PUBLIC SCHOOL EMPLOYES' RETIRE SYS	\$169.66
OCT 10 2021	Open	102721	10/10/21	10/27/21	1346PUBLIC SCHOOL EMPLOYES' RETIRE SYS	\$1,748.56
10/05/2021	Open	102721	10/05/21	10/27/21	002966Pennsylvania Cyber Charter School	\$87,902.35
3030	Open	102721	09/27/21	10/27/21	004341RAK COMPUTER ASSOCIATES INC	\$180.00
3034	Open	102721	09/27/21	10/27/21	004341RAK COMPUTER ASSOCIATES INC	\$360.00
3043	Open	102721	09/27/21	10/27/21	004341RAK COMPUTER ASSOCIATES INC	\$360.00
SEPT 2021 MILEAGE	Open	102721	10/04/21	10/27/21	1190REBECCA EFFERT	\$25.76
10/01/2021	Open	102721	10/01/21	10/27/21	002710RED CAP CLEANERS	\$2,043.50
951495150	Open	102721	10/13/21	10/27/21	8RIDDELL/ALL AMERICAN SPORTS CORP	\$400.00
753314	Open	102721	10/11/21	10/27/21	003091Reach Cyber Charter School	\$11,125.35



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**Blackhawk School District**  
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Release Dates 07/07/21 - 10/30/21

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Invoice #	Stat	Batch	Invoice Date	Release Date	Vendor Number/Name	Invoice Amount
3952300-02	Open	102721	10/04/21	10/27/21	SCHOOL SCHOOL HEALTH	\$21.87
3980613-00	Open	102721	10/13/21	10/27/21	SCHOOL SCHOOL HEALTH	\$339.83
INV13639878	Open	102721	08/15/21	10/27/21	3152 SCHOOL OUTFITTERS	\$421.40
INV13654787	Open	102721	09/03/21	10/27/21	3152 SCHOOL OUTFITTERS	\$650.76
2019-586	Open	102721	07/02/21	10/27/21	003370 Smithgear	\$1,611.00
QUOTE	Open	102721	10/08/21	10/27/21	003994 SOTER TECHNOLOGIES, LLC	\$5,980.25
10042021 RAK INVOICE	Open	102721	10/04/21	10/27/21	1645 SOUTH BEAVER TOWNSHIP	\$180.00
35929	Open	102721	09/17/21	10/27/21	002987 STAT Staffing Medical Services, Inc	\$191.52
36028	Open	102721	10/01/21	10/27/21	002987 STAT Staffing Medical Services, Inc	\$509.65
36078	Open	102721	10/08/21	10/27/21	002987 STAT Staffing Medical Services, Inc	\$191.52
01258303	Open	102721	09/29/21	10/27/21	STENHOSTENHOUSE PUBLISHERS	\$288.00
7258	Open	102721	10/08/21	10/27/21	004087 SUPERIOR FACTORY SERVICES LLC	\$1,675.50
7263	Open	102721	10/12/21	10/27/21	004087 SUPERIOR FACTORY SERVICES LLC	\$253.00
SEPT 2021 MILEAGE	Open	102721	10/12/21	10/27/21	002931 Scott Stiteler	\$28.51
16510	Open	102721	10/12/21	10/27/21	0212 TEC ELECTRIC INC.	\$820.00
INV506555	Open	102721	09/30/21	10/27/21	001987 TESTOUT CORPORATION	\$564.00
94248	Open	102721	09/30/21	10/27/21	004305 THE BRADLEY CENTER INC	\$3,711.75
IVC0000000006150	Open	102721	09/21/21	10/27/21	002201 THE EDUCATION CENTER @ THE WATSON INST	\$1,000.00
921	Open	102721	09/30/21	10/27/21	000963 THE HOPE ACADEMY	\$8,000.00
3892	Open	102721	05/04/21	10/27/21	4155 THE PREVENTION NETWORK	\$4,507.02
3920	Open	102721	06/02/21	10/27/21	4155 THE PREVENTION NETWORK	\$4,507.02
3983	Open	102721	09/01/21	10/27/21	4155 THE PREVENTION NETWORK	\$3,236.00
3997	Open	102721	10/01/21	10/27/21	4155 THE PREVENTION NETWORK	\$3,236.00
SEPT 2021 MILEAGE	Open	102721	09/30/21	10/27/21	04351 TIM LINKENHEIMER	\$37.80
179286	Open	102721	10/06/21	10/27/21	002845 TMS Equiparts	\$244.91
180433	Open	102721	10/20/21	10/27/21	002845 TMS Equiparts	\$403.48
38657568	Open	102721	10/11/21	10/27/21	003175 TOSHIBA FINANCIAL SERVICES	\$9,550.00
10926850	Open	102721	09/27/21	10/27/21	000812 TRANE INC	\$2,989.63
10947289	Open	102721	09/30/21	10/27/21	000812 TRANE INC	\$2,087.56
312040082	Open	102721	09/19/21	10/27/21	000812 TRANE INC	\$665.00
312097069	Open	102721	10/08/21	10/27/21	000812 TRANE INC	\$665.00
312100994	Open	102721	10/10/21	10/27/21	000812 TRANE INC	\$2,488.90
312110365	Open	102721	10/13/21	10/27/21	000812 TRANE INC	\$1,565.00

Date: 10/26/21

Time: 13:50:02

Release Dates 07/07/21 - 10/30/21

**Blackhawk School District**  
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Invoice # \*V\*I07400330 - WPS-409994

Invoice #	Stat	Batch	Invoice Date	Release Date	Vendor Number/Name	Invoice Amount
8367	Open	102721	10/01/21	10/27/21	4119TRI-STATE FITNESS, INC.	\$400.00
8368	Open	102721	10/01/21	10/27/21	4119TRI-STATE FITNESS, INC.	\$350.00
T18453	Open	102721	10/13/21	10/27/21	000071TSA TEAMS	\$105.00
T18454	Open	102721	10/13/21	10/27/21	000071TSA TEAMS	\$150.00
0000F1061R401	Open	102721	10/02/21	10/27/21	102120UNITED PARCEL SERVICE	\$17.99
1250	Open	102721	09/30/21	10/27/21	003296VANCE'S LANDSCAPE SUPPLY, INC	\$2,100.00
290638	Open	102721	10/19/21	10/27/21	293VOLKWEINS	\$252.32
SEPT 2021	Open	102721	10/07/21	10/27/21	001144WESTERN PA SCHOOL FOR BLIND CHILDREN	\$2,730.00
SEPTEMBER 2021	Open	102721	10/01/21	10/27/21	001144WESTERN PA SCHOOL FOR BLIND CHILDREN	\$1,053.50
19674	Open	102721	09/28/21	10/27/21	07223ZIEBART	\$59.95
19686	Open	102721	09/28/21	10/27/21	07223ZIEBART	\$59.95
<b>Total Open</b>					\$562,452.99	
<b>Total Paid</b>					\$0.00	
					<b>Grand Total 176 Paid/Open Invoices</b>	<b>\$562,452.99</b>

Date: 10/26/21

Time: 13:50:44

Release Dates 07/07/21 - 10/30/21

**Blackhawk School District**  
**Invoice Listing 2021-2022 for FUND: 32**  
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Invoice # \*V\*I07400330 - WPS-409994

Invoice #	Stat	Batch	Invoice Date	Release Date	Vendor Number/Name	Invoice Amount
APPLICATION 11	Open	102721	10/13/21	10/27/21	004139CALIBER CONTRACTING SERVICES	\$57,691.92
053	Open	102721	10/01/21	10/27/21	003354INTEGRATED ENVIRONMENTAL SERVICES, LLC	\$1,250.00
<b>Total Open</b>				\$58,941.92		
<b>Total Paid</b>				\$0.00	<b>Grand Total 2 Paid/Open Invoices</b>	<b>\$58,941.92</b>

Date: 10/26/21

Time: 13:51:07

Release Dates 07/07/21 - 10/30/21

Blackhawk School District  
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Invoice # \*V\*107400330 - WPS-409994

Invoice #	Stat	Batch	Invoice Date	Release Date	Vendor Number/Name	Invoice Amount
SEPT OCT 2021	Open	102721	10/25/21	10/27/21	002796ALFRED NICKLES BAKERY, INC	\$1,348.06
00883406	Open	102721	10/15/21	10/27/21	002798BERNARD FOOD INDUSTRIES, INC	\$89.60
OCT 2021 MILEAGE	Open	102721	10/25/21	10/27/21	002925Cherie Fleischman	\$61.21
3835	Open	102721	09/30/21	10/27/21	0780ECKLES ARCHITECTURE	\$450.00
3102326	Open	102721	10/13/21	10/27/21	004280GOLD STAR FOODS INC	\$246.28
010219	Open	102721	09/30/21	10/27/21	01580JANITORS SUPPLY CO INC.	\$373.00
SEPT OCT 2021	Open	102721	10/25/21	10/27/21	004185MONTEVERDE'S INC	\$2,990.66
OCT 2021 MILEAGE	Open	102721	10/25/21	10/27/21	003057SHELLEY HORTON	\$117.27
205720	Open	102721	10/05/21	10/27/21	001861TRIMARK	\$1,737.20
390564	Open	102721	09/27/21	10/27/21	001861TRIMARK	\$1,543.20
393580	Open	102721	10/04/21	10/27/21	001861TRIMARK	\$1,300.25
375216	Open	102721	10/04/21	10/27/21	276TRI-STATE RESTAURANT EQUIPMENT CO, INC	\$91.90
SEPT OCT 2021	Open	102721	10/25/21	10/27/21	003979TURNER DAIRY FARMS INC	\$8,789.63
SEPT OCT 2021	Open	102721	10/25/21	10/27/21	002795US FOODS, INC	\$30,329.88
<b>Total Open</b>					\$49,468.14	
<b>Total Paid</b>					\$0.00	
					<b>Grand Total 14 Paid/Open Invoices</b>	<b>\$49,468.14</b>



# Blackhawk School District

## Field Trip Request

.....  
*Please forward a hard copy of this document to your building principal.*

Name of Lead Sponsoring Teacher: Linkenheimer Date request submitted: 10/25/2021

Date(s) of Field Trip: 11/10/2021 Title of Field Trip: WSCAM? Video Contest Site Visit

Names of other Teachers in attendance: NA

Group or class: HMS Enrichment School: HMS Duration of Trip: 1 Day

Location of Trip: O'Neal Manufacturing (Ambridge) Number of Students involved: 7

Substitute required:  YES  NO Number of days of substitute time: 1/2 day PM (Sub rate \$126 per d

Bus costs: School Van Private cars (whose): NA

Financial support promised from other agencies (Student Council, PTO, etc.): \_\_\_\_\_

Other expenses: \_\_\_\_\_

Expenses are budgeted  Expenses collected from students  Expenses collected from other

Statement of educational value:  
Students will be challenged to film and produce a video that conveys the type of manufacturing process conducted by O'Neal Manufacturing. This video will be part of a statewide academic competition.

Signature of Lead Sponsoring Teacher: [Signature] Date: 10/25/2021

Signature of Building Principal/Superintendent: [Signature] Date: 10.25.21

**\*Building office: Please forward this document to the Superintendent's Secretary at District Office.**



# Blackhawk School District

## Field Trip Request

.....  
*Please forward a hard copy of this document to your building principal.*

Name of Lead Sponsoring Teacher: Jayne McDonald Date request submitted: October 14, 2021

Date(s) of Field Trip: January 21, 2022 Title of Field Trip: Jr. High District Chorus

Names of other Teachers in attendance: Maura Underwood

Group or class: 7/8 Chorus members School: Highland Duration of Trip: One day

Location of Trip: Hopewell School District Number of Students involved: Up to 9

Substitute required:  YES  NO Number of days of substitute time: One day (Sub rate \$126 p  
(300))

Bus costs: \$194 Private cars (whose): \_\_\_\_\_

Financial support promised from other agencies (Student Council, PTO, etc.): \_\_\_\_\_

Other expenses: Cost per student - \$40 : \$40 x 9 = 360

Expenses are budgeted  Expenses collected from students  Expenses collected from other

Statement of educational value:  
Students will represent Blackhawk School District at this fesitval and along with students from PMEA District V, the students will study under the direction of a Pittsburgh conductor to build their skills, gather with students from other districts to learn about their musical journey and to prepare music in order to present a concert for families in the evening.

Signature of Lead Sponsoring Teacher: Jayne McDonald Date: 10-18-21

Signature of Building Principal/Superintendent: [Signature] Date: 10-18-21

**\*Building office: Please forward this document to the Superintendent's Secretary at District Office.**



# Blackhawk School District

## Field Trip Request

*Please forward a hard copy of this document to your building principal.*

Name of Lead Sponsoring Teacher: Lyndsay Wilcox Date request submitted: 10.27.2021

Date(s) of Field Trip: January 9-11th Title of Field Trip: Pennsylvania Farm Show

Names of other Teachers in attendance: Lyndsay Wilcox & Dale Moll

Group or class: FFA School: BHS Duration of Trip: 3 days 2 nights

Location of Trip: Harrisburg, PA Number of Students involved: 25

Substitute required:  YES  NO Number of days of substitute time: 2 (Sub rate \$126 per day)


Bus costs: \$2600 Private cars (whose): \_\_\_\_\_

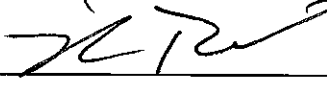
Financial support promised from other agencies (Student Council, PTO, etc.): \_\_\_\_\_

Other expenses: Driver and chaparone rooms

Expenses are budgeted  Expenses collected from students  Expenses collected from other

Statement of educational value:  
Students will be receiving awards, participating in competitions, touring the farm show complex and other agriculturally related tours and participate in the FFA mid-winter convention.

Signature of Lead Sponsoring Teacher:  Date: 10/27/21

Signature of Building Principal/Superintendent:  Date: 10-27-21

**\*Building office: Please forward this document to the Superintendent's Secretary at District Office.**



# Blackhawk School District

## Field Trip Request

Please forward a hard copy of this document to your building principal.

Name of Lead Sponsoring Teacher: Meredith Oliver Date request submitted: 10/29/2021

Date(s) of Field Trip: November 17, 2021 Title of Field Trip: Powering Pittsburgh STEM Finals

Names of other Teachers in attendance: Tim Linkenheimer

Group or class: Enrichment/ Gifted STEM group School: Highland Duration of Trip: 1 day

Location of Trip: Heinz Field- Pittsburgh, PA Number of Students involved: 8

Substitute required:  YES  NO Number of days of substitute time: 2 (Sub rate \$126 per day)

Bus costs: \_\_\_\_\_ Private cars (whose): \_\_\_\_\_

Financial support promised from other agencies (Student Council, PTO, etc.): \_\_\_\_\_

Other expenses: \_\_\_\_\_

Expenses are budgeted  Expenses collected from students  Expenses collected from other

### Statement of educational value:

Powering Pittsburgh is sponsored by Shell Oil and the Pittsburgh Steelers. Students will compete against other students in Western Pennsylvania to develop unique ideas to power Heinz Field Power Pittsburgh in the future using renewable resources. They will create presentations, models, drawings, and displays and work in teams of 4 to develop their plan and present it to judges from the industry. In the final, students will tour Heinz Field and present on a stage in front of engineers and the community.

Signature of Lead Sponsoring Teacher: Meredith Oliver Date: 10-29-21

Signature of Building Principal/Superintendent: [Signature] Date: 10-29-21

\*Building office: Please forward this document to the Superintendent's Secretary at District Office.





# Blackhawk School District

## Field Trip Request

.....  
*Please forward a hard copy of this document to your building principal.*

Name of Lead Sponsoring Teacher: Ashley Biega Date request submitted: 10/29/2021

Date(s) of Field Trip: 12/09/2021 Title of Field Trip: Soldiers and Sailors & Cathedral of Learning

Names of other Teachers in attendance: Joy Winters

Group or class: BHS Travel Club School: BHS Duration of Trip: 1 day

Location of Trip: Pittsburgh, PA Number of Students involved: 100

Substitute required:  YES  NO Number of days of substitute time: \_\_\_\_\_ (Sub rate \$126 per day)

Bus costs: Paid by Students Private cars (whose): n/a

Financial support promised from other agencies (Student Council, PTO, etc.): n/a

Other expenses: \_\_\_\_\_

Expenses are budgeted

Expenses collected from students

Expenses collected from other

### Statement of educational value:

The marble tiled floors of Soldiers & Sailors lead you on a pathway of discovery where you walk a timeline of themed displays ranging from the Civil War through our most recent conflicts in Iraq and Afghanistan. View artifacts and learn about objects ranging from uniforms, medals, firearms, artwork and equipment. Our goal is to expose guests to artifacts that interpret the experiences of, and honor, American service personnel.

Signature of Lead Sponsoring Teacher: Ashley Biega

Date: 10/29/2021

Signature of Building Principal/Superintendent: [Signature]

Date: 11-1-21

**\*Building office: Please forward this document to the Superintendent's Secretary at District Office.**

July 21, 2021

Mr. Darrin Fleischman  
Director  
**Blackhawk High School**  
500 Blackhawk Road  
Beaver Falls, PA. 15010  
[fleischmandarrin@bsd.k12.pa.us](mailto:fleischmandarrin@bsd.k12.pa.us)

**VIA EMAIL ONLY**

**Blackhawk High School Entrance**  
**Request for Change Order (RFCO) 011 – Existing Footer and Rock Removal**  
**Revision: 0**

Dear Mr. Fleischman,

Please find attached the above referenced Request for Change Order (RFCO) proposal for your review.

**Reference Documents:** Attached photos, man hour report and equipment invoices

**Scope:**

We propose to furnish all labor, material, equipment, and supervision to perform the following scope of work:

1. Remove existing footer, foundation wall and rock below grade at the location of the new elevator pit. This was an unforeseen condition and resulted in additional labor and equipment costs as detailed on the attached estimate, supporting documentation and photos.
2. The work associated with this RFCO occurred approximately between 07/30/20 and 08/10/20 (eight working days). This proposal includes the labor costs during this time period.
3. This proposal includes the excavation equipment rental costs prorated for this time period (eight calendar days).
4. The proposal includes jack hammer and demo saw and blade rental costs which were rented specifically for the scope of this RFCO. These costs are not prorated and are included in full.

**Exclusions and Qualifications:**

1. Any Work not specifically included above
2. Shop drawings (other than required for base bid)

**Total ADD: \$18,083**

**Time Extension (Calendar Days): 0**

Caliber expressly reserves and does not waive any contractual rights for delay related claims and damages resulting directly or indirectly from the delays associated with this change order or that may occur in the future because of this change order. Pricing is only valid seven (7) days from the date of this proposal unless otherwise stated.



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Please contact our office should you have any questions or require additional information.

Sincerely,

Kevin McNulty  
Owner | President

***Please sign and return:***

**Authorized Representative:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# Request for Change Order



## RFCO Cost Summary

<b>RFCO No.:</b>	<b>011</b>	<b>Title: Existing Footer &amp; Rock Removal</b>	
<b>Project Name:</b>	<b>Blackhawk HS Entrance</b>		
Caliber Project Number:	20-013	Date Submitted:	Wednesday, July 21, 2021
Contract Number:	n/a	Response Requested By:	<b>Wednesday, July 28, 2021</b>

**Description of Scope:**  
 Please see attached cover letter for detailed description of scope of Change Order proposal, exclusions, clarifications and time extension (if applicable).

Direct Costs		Adjustments			Total Costs	
Material	\$ -	OH&P on Material	15.00%	\$ -	\$ -	\$ -
Labor	\$ 13,015.00	OH&P on Labor	15.00%	\$ 1,952.25	\$ 14,967.25	\$ 14,967.25
Equipment	\$ 2,401.33	OH&P on Equip.	15.00%	\$ 360.20	\$ 2,761.53	\$ 2,761.53
Subcontractors	\$ -	OH&P on Subs	5.00%	\$ -	\$ -	\$ -
<b>Subcontractor Costs</b>				<b>Subtotal</b>	\$ 17,728.78	
<i>Subcontractor Name</i>	<i>Proposal Date</i>	<i>Amount</i>		Indirect Labor	0.00%	\$ -
				<b>Net Subtotal:</b>		\$ 17,728.78
				Overhead:	0.00%	\$ -
				<b>Net Subtotal:</b>		\$ 17,728.78
				Profit:	0.00%	\$ -
				Job Tax:	0.00%	\$ -
				B&O Tax:	0.00%	\$ -
				Bond:	2.00%	\$ 354.58
				<b>Total:</b>		\$ 18,083.35
				<b>Final Price:</b>		\$ 18,083.00

**FOR INTERNAL USE ONLY**

Posted:	Date:	Accounting Updates:	Date:
Drawings:	Job Cost		
Specifications:	Estimate		

# Request for Change Order

Cost Recap Sheet



RF# 0011 Title: Existing Footer & Rock Removal

Project Name: Blackhawk HS Entrance

Date Submitted: Wednesday, July 21, 2021

Description	Qty.	U/M	Material	Labor			Equipment	Total	Total Costs	Hrs
				L = Labor	C = Carpenter	S = Superintendent				
			Unit	Hrs	Type	Unit	Total	Unit	Total	Tot Hrs
Footer and Rock Removal Labor	1	Ls		175.000	C	11,375.00	11,375.00	11,375.00	11,375.00	175.0
Field Coordination	1	Ls		16.000	S	1,312.00	1,312.00	1,312.00	1,312.00	16.0
<b>Equipment</b>										
Excavator (8 calendar days)	0.28571	mo						2,025.00	578.57	
18" Bucket (8 calendar days)	0.28571	mo						225.00	64.29	
Jackhammer	1	Ls						675.00	675.00	
Jackhammer Accessories	1	Ls						192.47	192.47	
Demo Saw	1	Ls						675.00	675.00	
Demo Saw Diamond Blade	1	Ls						216.00	216.00	
Equipment Pickup/Return	1	Ls		4.000	S	328.00	328.00	328.00	328.00	4.0
<b>Total Estimated Costs</b>			<b>Materials</b>				<b>Labor 13,015.00</b>	<b>Equip 2,401.33</b>	<b>Total 15,416.33</b>	<b>195.00</b>

Page 2 of 2  
 Cost Recap

Caliber Contracting Services, Inc.  
 104 East Swissvale Avenue  
 Pittsburgh, PA 15218

P: (412) 205-8283  
 F: (412) 205-8078



## Timecard Summary Report Template

Weekly Employee Timecard Summary

### Timecard Entry

Group	Created By	Employee ID	Project Number	Project Name	Cost Code	Type	Hours	Comments
<b>Employee:</b> Alan Hutson								
<b>Date:</b> 08/06/2020								
	James Kamenar	242	20-013	Blackhawk High School Entrance	03-10.00 Concrete Forms	REG	10	
<b>Date:</b> 08/05/2020								
	James Kamenar	242	20-013	Blackhawk High School Entrance	03-10.00 Concrete Forms	REG	10	
<b>Date:</b> 08/04/2020								
	James Kamenar	242	20-013	Blackhawk High School Entrance	03-10.00 Concrete Forms	REG	10	
<b>Date:</b> 08/03/2020								
	James Kamenar	242	20-013	Blackhawk High School Entrance	03-10.00 Concrete Forms	REG	10	
<b>Employee:</b> Bryan Boehm								
<b>Date:</b> 08/04/2020								
	James Kamenar	540	20-013	Blackhawk High School Entrance	03-10.00 Concrete Forms	REG	5	
<b>Date:</b> 08/03/2020								
	James Kamenar	540	20-013	Blackhawk High School Entrance	03-10.00 Concrete Forms	REG	10	
<b>Employee:</b> John Nemachik								
<b>Date:</b> 08/06/2020								
	James Kamenar	539	20-013	Blackhawk High School Entrance	03-10.00 Concrete Forms	REG	10	
<b>Date:</b> 08/05/2020								
	James Kamenar	539	20-013	Blackhawk High School Entrance	03-10.00 Concrete Forms	REG	10	
<b>Date:</b> 08/04/2020								
	James Kamenar	539	20-013	Blackhawk High School Entrance	03-10.00 Concrete Forms	REG	10	
<b>Date:</b> 08/03/2020								



Group	Created By	Employee ID	Project Number	Project Name	Cost Code	Type	Hours	Comments
	James Kamenar	539	20-013	Blackhawk High School Entrance	03-10.00 Concrete Forms	REG	10	
<b>Employee:</b> John Szkal								Sum: 40
<b>Date:</b> 08/06/2020								Sum: 10
	James Kamenar	466	20-013	Blackhawk High School Entrance	03-10.00 Concrete Forms	REG	10	
<b>Date:</b> 08/05/2020								Sum: 10
	James Kamenar	466	20-013	Blackhawk High School Entrance	03-10.00 Concrete Forms	REG	10	
<b>Date:</b> 08/04/2020								Sum: 10
	James Kamenar	466	20-013	Blackhawk High School Entrance	03-10.00 Concrete Forms	REG	10	
<b>Date:</b> 08/03/2020								Sum: 10
	James Kamenar	466	20-013	Blackhawk High School Entrance	03-10.00 Concrete Forms	REG	10	
<b>Employee:</b> Kyle David								Sum: 40
<b>Date:</b> 08/06/2020								Sum: 10
	James Kamenar	483	20-013	Blackhawk High School Entrance	03-10.00 Concrete Forms	REG	10	
<b>Date:</b> 08/05/2020								Sum: 10
	James Kamenar	483	20-013	Blackhawk High School Entrance	03-10.00 Concrete Forms	REG	10	
<b>Date:</b> 08/04/2020								Sum: 10
	James Kamenar	483	20-013	Blackhawk High School Entrance	03-10.00 Concrete Forms	REG	10	
<b>Date:</b> 08/03/2020								Sum: 10
<b>Grand Totals:</b>							Sum: 175	

CUSTOMER COPY

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**KNICKERBOCKER RUSSELL CO., INC.**

Construction: **EQUIPMENT - MATERIALS - SAFETY (SALES \* RENTAL \* SERVICE)**

4759 CAMPBELLS RUN RD.  
PITTSBURGH, PA 15205

Phone: (412) 494-9233  
Fax: (412) 787-7991

**INVOICE**  
1181992  
**NUMBER**

www.bignick.biz

INVOICE DATE	CUSTOMER ORDER NUMBER	SHIPPED VIA	TERMS
8/20/20	JAMES	FRANK 5	NET 30 DAYS

<b>Bill To:</b>	Act#> 38822	<b>Ship To:</b>	Ref#> 696091
<b>CALIBER CONTRACTING SERVICES</b> <b>104 E SWISSVALE AVE</b> <b>PITTSBURGH PA 15218</b>		JOB: BLACKHAWK HS	

Quantity	DESCRIPTION	UNIT PRICE	EXTENDED
	<b>&lt;Rental&gt;</b>		
1	Model>17VX <IHI EXCAVATOR 4 POST CAB S/N> 1702496 1-MTH 7/20/20 to 8/18/20 StillOut	2025.00	2025.00
1	< WITH 12" BUCKET 1-MTH 7/20/20 to 8/18/20 StillOut		
1	<EXTRA EXCAVATOR BUCKET 18" 1-MTH 7/20/20 to 8/18/20 StillOut	225.00	225.00
	<b>&lt;Transportation&gt;</b>		
1	DELIVERY//PICKUP--75//75	150.00	150.00
	Taxable: 2400.00 X 7.00% = PA Sales Tax:		168.00
*** NOTICE *** PLEASE INQUIRE ABOUT OUR NEW SAFETY DIVISION AND PRODUCTS !! *** NOTICE ***			
			20-013 31,00.00

A finance charge of 1% per month (12% annually) will be added to past due accounts. We reserve the right to choose when interest will be charged and the right to charge back interest on all open invoices.

**THERE WILL BE A \$40.00 CHARGE FOR ALL RETURNED CHECKS**

**I AGREE TO THE TERMS AND CONDITIONS ON THE BACK**

<b>Invoice Total:</b>
<b>2,568.00</b>



CUSTOMER COPY

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**KNICKERBOCKER RUSSELL CO., INC.**

Construction: EQUIPMENT - MATERIALS - SAFETY (SALES \* RENTAL \* SERVICE)

4759 CAMPBELLS RUN RD.  
PITTSBURGH, PA 15205

Phone: (412) 494-9233  
Fax: (412) 787-7991

**INVOICE**  
1182631  
**NUMBER**

www.bignick.biz

INVOICE DATE	CUSTOMER ORDER NUMBER	SHIPPED VIA	TERMS
8/26/20		PICKED UP 5	NET 30 DAYS

**Bill To:** Act#> 38822  
**CALIBER CONTRACTING SERVICES**  
104 E SWISSVALE AVE  
PITTSBURGH PA 15218

**Ship To:** Ref#> 697649

Quantity	DESCRIPTION	UNIT PRICE	EXTENDED
	<Rental>		
1	Model>K970III-14 <HUSQVARNA 14" GAS CUT OFF SAW S/N> 02193700289 2-WKS 3-DAYS 8/07/20 to 8/26/20	675.00	675.00
1	Model>BH2770VCD <BOSCH BRUTE TURBO BREAKER,DELUX KIT S/N> 909001051 2-WKS 3-DAYS 8/07/20 to 8/26/20	675.00	675.00
1	< WITH CHISEL 2-WKS 3-DAYS 8/07/20 to 8/26/20		
	Taxable: 1350.00 X 7.00% = PA Sales Tax		94.50
*** NOTICE *** PLEASE INQUIRE ABOUT OUR NEW SAFETY DIVISION AND PRODUCTS !! *** NOTICE ***			
			20-013
			02,411.00

A finance charge of 1% per month (12% annually) will be added to past due accounts. We reserve the right to choose when interest will be charged and the right to charge back interest on all open invoices.

THERE WILL BE A \$40.00 CHARGE FOR ALL RETURNED CHECKS

I AGREE TO THE TERMS AND CONDITIONS ON THE BACK

<b>Invoice Total:</b>
1,444.50



# KNICKERBOCKER RUSSELL CO., INC.

Construction: **EQUIPMENT - MATERIALS - SAFETY (SALES \* RENTAL \* SERVICE)**

4759 CAMPBELLS RUN RD.  
PITTSBURGH, PA 15205

Phone: (412) 494-9233  
Fax: (412) 787-7991

**INVOICE**  
1180055  
**NUMBER**

www.bignick.biz

INVOICE DATE	CUSTOMER ORDER NUMBER	SHIPPED VIA	TERMS
8/03/20		PICKED UP 5	UPON RECEIPT

<b>Bill To:</b>	Act#> 38822	<b>Ship To:</b>	Ref#> 697212
<b>CALIBER CONTRACTING SERVICES</b> 104 E SWISSVALE AVE PITTSBURGH PA 15218		JOB: BLACKHAWK HIGH SCHOOL	

Quantity	DESCRIPTION	UNIT PRICE	EXTENDED
	<b>&lt;Accessory Sale&gt;</b>		
1	Model> HS1922 BOSCH SDS MAX SHANK 4-1/2"X17"CLAY SPADE	76.89	76.89
1	Model> HS1906 BOSCH SDS-MAX ASPHALT CUTTER	102.99	102.99
	Taxable: 179.88 X 7.00% = PA Sales Tax:		12.59
*** NOTICE *** PLEASE INQUIRE ABOUT OUR NEW SAFETY DIVISION AND PRODUCTS !! *** NOTICE ***			
		20-013	
		03.30.00	

*Handwritten signature* 20-013  
03.30.00

A finance charge of 1% per month (12% annually) will be added to past due accounts. We reserve the right to choose when interest will be charged and the right to charge back interest on all open invoices.

**THERE WILL BE A \$40.00 CHARGE FOR ALL RETURNED CHECKS**

**I AGREE TO THE TERMS AND CONDITIONS ON THE BACK**

<b>Invoice Total:</b>
<b>192.47</b>

CUSTOMER COPY

HE



# KNICKERBOCKER RUSSELL CO., INC.

Construction: EQUIPMENT - MATERIALS - SAFETY (SALES \* RENTAL \* SERVICE)

4759 CAMPBELLS RUN RD.  
PITTSBURGH, PA 15205

Phone: (412) 494-9233  
Fax: (412) 787-7991

**INVOICE**  
1182629  
**NUMBER**

www.bignick.biz

INVOICE DATE	CUSTOMER ORDER NUMBER	SHIPPED VIA	TERMS
8/26/20		PICKED UP 5	NET 30 DAYS

<b>Bill To:</b>	Act#> 38822	<b>Ship To:</b>	Ref#> 697840
<b>CALIBER CONTRACTING SERVICES</b> 104 E SWISSVALE AVE PITTSBURGH PA 15218			

Quantity	DESCRIPTION	UNIT PRICE	EXTENDED
1	<Rental> Model>53742 <DIAMOND PROD BLD 14 X125X1 HD MAXX ORANG S/N> BY942130 2-WKS 8/11/20 to 8/26/20	216.00	216.00
	Taxable: 216.00 X 7.00% = PA Sales Tax:		15.12
*** NOTICE *** PLEASE INQUIRE ABOUT OUR NEW SAFETY DIVISION AND PRODUCTS !! *** NOTICE ***			
		54 20-013 <del>0244.00</del> 03.30.00	

A finance charge of 1% per month (12% annually) will be added to past due accounts. We reserve the right to choose when interest will be charged and the right to charge back interest on all open invoices.

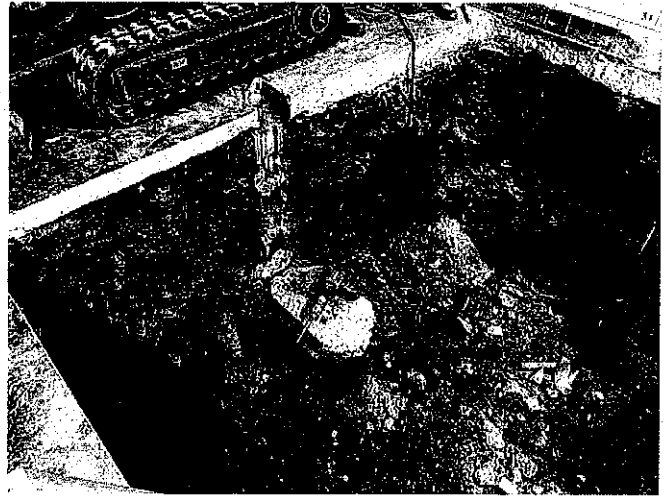
**THERE WILL BE A \$40.00 CHARGE FOR ALL RETURNED CHECKS**

**I AGREE TO THE TERMS AND CONDITIONS ON THE BACK**

<b>Invoice Total:</b>
<b>231.12</b>



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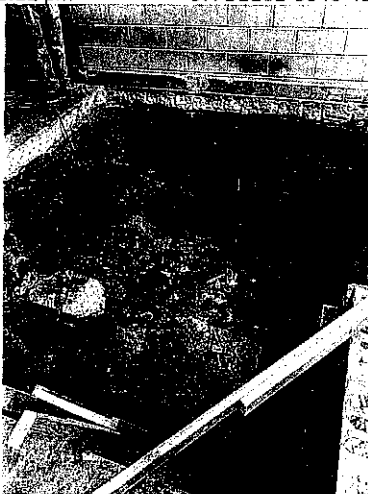
James Kamenar

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James Kamenar

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James Kamenar

**Upload Date**

08/10/2020 at 01:55 pm

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**Description**



**Description**



**Description**

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08/10/2020 at 01:55 pm

**Uploaded By**

James Kamenar

**Upload Date**

08/10/2020 at 01:55 pm

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James Kamenar

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08/06/2020 at 11:57 am

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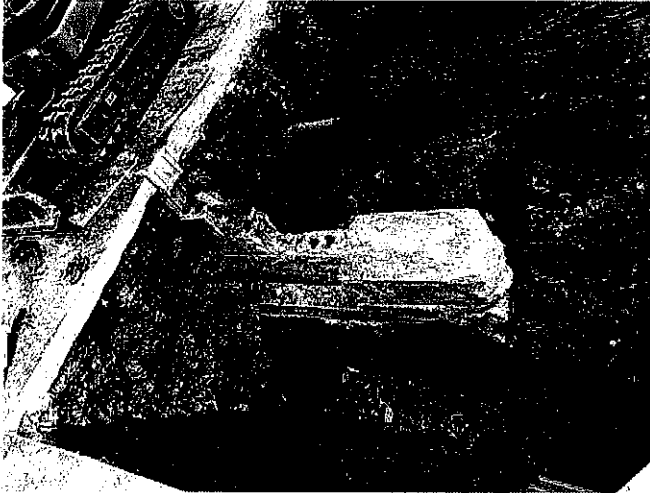
James Kamenar

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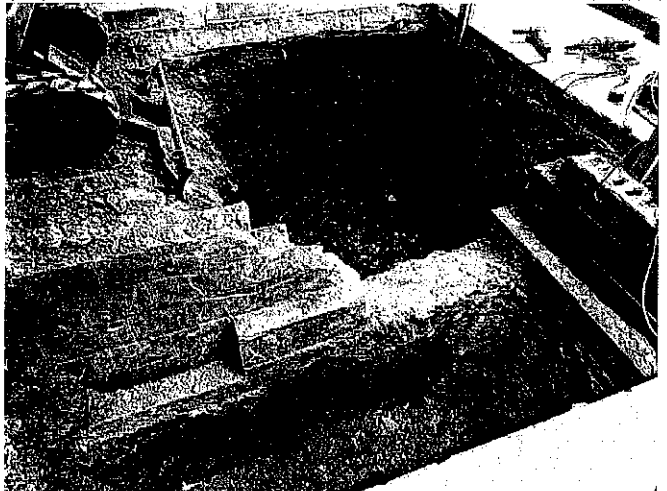
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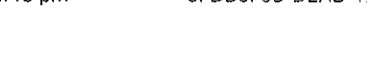
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**Taken Date**

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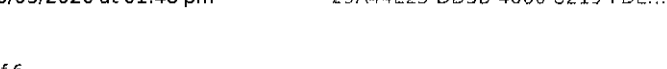
James Kamenar

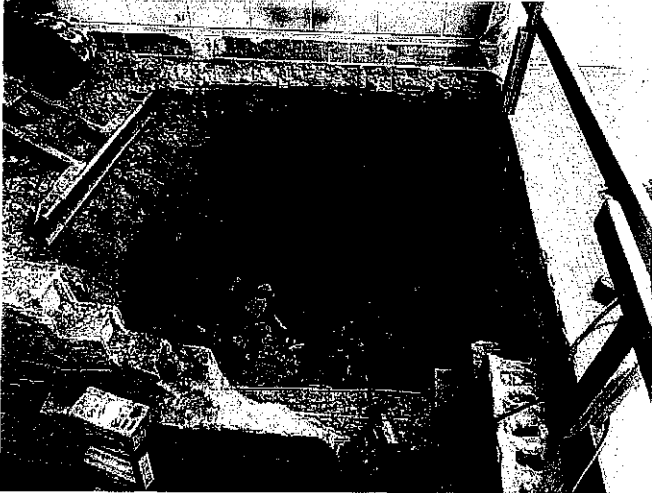
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**Description**



**Description**

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James Kamenar

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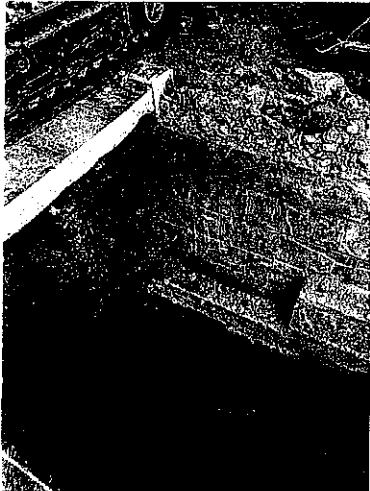
Kevin McNulty

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**Description**

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**Uploaded By**

James Kamenar

**Upload Date**

08/03/2020 at 02:49 pm

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**Uploaded By**

James Kamenar

**Upload Date**

08/03/2020 at 02:49 pm

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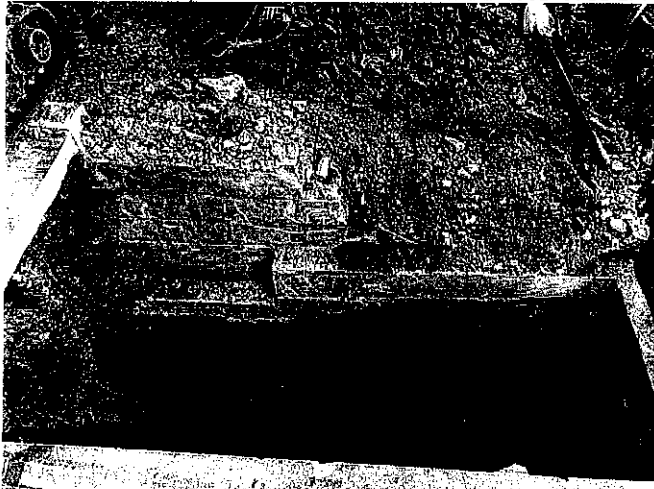
**Description**



**Description**

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**Uploaded By** James Kamenar

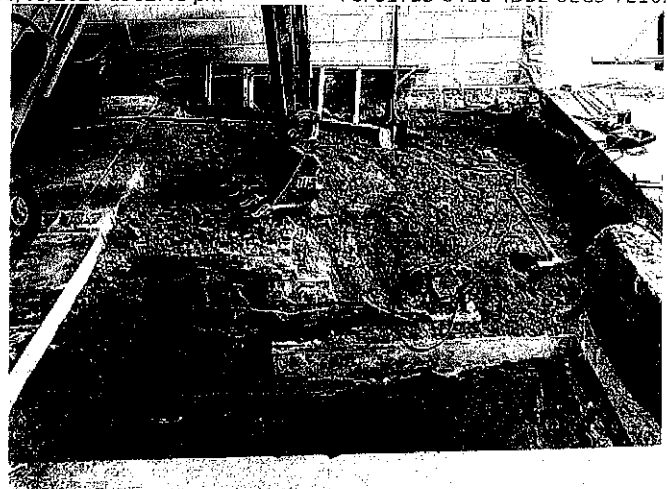
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**Uploaded By** James Kamenar

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**Description**

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**Uploaded By** James Kamenar

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**Uploaded By** James Kamenar

**Upload Date** 07/30/2020 at 12:29 pm  
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**Description**



**Description**

**Taken Date**

07/30/2020 at 12:28 pm

**Uploaded By**

James Kamenar

**Upload Date**

07/30/2020 at 12:29 pm

**File Name**

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**Description**

**Taken Date**

07/30/2020 at 12:28 pm

**Uploaded By**

James Kamenar

**Upload Date**

07/30/2020 at 12:28 pm

**File Name**

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**Description**

**Taken Date**

07/30/2020 at 12:28 pm

**Uploaded By**

James Kamenar

**Upload Date**

07/30/2020 at 12:28 pm

**File Name**

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**Taken Date**

07/30/2020 at 12:28 pm

**Uploaded By**

James Kamenar

**Upload Date**

07/30/2020 at 12:28 pm

**File Name**

D77D358E-1478-4942-B586-969...

August 24, 2020

Mr. Darrin Fleischman  
Director  
**Blackhawk High School**  
500 Blackhawk Road  
Beaver Falls, PA. 15010  
[fleischmandarrin@bsd.k12.pa.us](mailto:fleischmandarrin@bsd.k12.pa.us)

**VIA EMAIL ONLY**

**Blackhawk High School Entrance**  
**Request for Change Order (RFCO) 012 – Add Schluter to Bottom of Ceramic Tile**  
**Revision: 0**

Dear Mr. Fleischman,

Please find attached the above referenced Request for Change Order (RFCO) proposal for your review.

**Reference Documents:** Abbey Carpet quote dated 08/17/2020

**Scope:**

At the owner's request, we propose to furnish all labor, material, equipment, and supervision to perform the following scope of work:

1. Furnish and install approximately 70 linear feet of Schluter, Schiene AE100 trim along the bottom edge of all ceramic wall tile
  - a. Includes Unisex Toilet Room B134a and Toilet Room B104

**Exclusions and Qualifications:**

1. Any Work not specifically included above
2. Shop drawings (other than required for base bid)

**Total ADD: \$ 237.00**

**Time Extension (Calendar Days): 0**

Caliber expressly reserves and does not waive any contractual rights for delay related claims and damages resulting directly or indirectly from the delays associated with this change order or that may occur in the future because of this change order. Pricing is only valid seven (7) days from the date of this proposal unless otherwise stated.



Please contact our office should you have any questions or require additional information.

Sincerely,

Kevin McNulty  
Owner | President

***Please sign and return:***

**Authorized Representative:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# Request for Change Order



## RFCO Cost Summary

<b>RFCO No.:</b> 012	<b>Title:</b> Add Schluter to Bottom of Ceramic Tile		
<b>Project Name:</b> Blackhawk HS Entrance			
Caliber Project Number:	20-013	Date Submitted:	Monday, August 24, 2020
Contract Number:	n/a	Response Requested By:	<b>Monday, August 31, 2020</b>

**Description of Scope:**  
 Please see attached cover letter for detailed description of scope of Change Order proposal, exclusions, clarifications and time extension (if applicable).

Direct Costs		Adjustments			Total Costs	
Material	\$ -	OH&P on Material	15.00%	\$ -	\$ -	
Labor	\$ -	OH&P on Labor	15.00%	\$ -	\$ -	
Equipment	\$ -	OH&P on Equip.	15.00%	\$ -	\$ -	
Subcontractors	\$ 221.00	OH&P on Subs	5.00%	\$ 11.05	\$ 232.05	
<b>Subcontractor Costs</b>		<b>Subtotal</b>			\$ 232.05	
<i>Subcontractor Name</i>	<i>Proposal Date</i>	<i>Amount</i>	Indirect Labor		0.00%	\$ -
Abbey Carpet	8/17/2020	\$ 221.00	<b>Net Subtotal:</b>		\$ 232.05	
			Overhead:		0.00%	\$ -
			<b>Net Subtotal:</b>		\$ 232.05	
			Profit:		0.00%	\$ -
			Job Tax:		0.00%	\$ -
			B&O Tax:		0.00%	\$ -
			Bond:		2.00%	\$ 4.64
			<b>Total:</b>		\$ 236.69	
			<b>Final Price:</b>		\$ 237.00	

**FOR INTERNAL USE ONLY**

Posted:	Date:	Accounting Updates:	Date:
Drawings:	Job Cost		
Specifications:	Estimate		



105 Pleasant Drive, Aliquippa PA 15001  
 Phone 724-378-1925 Fax 724-378-3641  
 Monday, Tuesday & Thursday 9:00am – 7:00pm  
 Wednesday & Friday 9:00am – 5:00pm  
 Saturday 9:00am – 4:00pm

PA Contractor Registration # PA110573

August 17, 2020

CHANGE ORDER ADD SUBMITTED TO:	PROJECT:
CALIBER CONTRACTING 104 EAST SWISSVALE AVENUE PITTSBURGH, PA 15218	BLACKHAWK HIGH SCHOOL 500 BLACKHAWK ROAD BEAVER FALLS, PA 15010
ATTN: Jimmy Suszynski    jsuszynski@calibercontractingservices.com	

**CHANGE ORDER ADD SCHLUTER TO BOTTOM OF WALLS - CERAMIC TILE IN 2 ROOMS  
 B134A & B104**

SCHLUTER, Schiene AE100	14 pc	\$	196.00
Shipping		\$	25.00
<b>SCHLUTER TRIM ADD:</b>		<b>\$</b>	<b>221.00</b>

DATE	PROJECT SUMMARY TO DATE:		
	Original Contract Amount:	\$	44,000.00
6/19/20	ADD shipping on discontinued material (per Jimmy Suzynski email)	\$	342.00
8/12/20	Change Order #01 (repair work)	\$	1,541.00
<del>8/13/20</del>	<del>Change Order (ADD to repair work, full replacement)</del>	<del>\$</del>	<del>1,950.00</del>
8/17/20*	This Change Order (ADD SCHLUTER trim to ceramic tile walls)	\$	221.00
<del>New Contract Sum including this Change Order:</del>		<del>\$</del>	<del>49,060.00</del>

\*These Change Orders have been proposed, awaiting approval. These change orders must be signed and returned to Abbey Carpet & Floor in order to proceed with noted additions and material procurement.

Please review the project summary to confirm understanding of our scope of work on this project. Naturally, additional requests for changes may incur additional costs and will be determined at time of request.

Sincerely,

ACCEPTED BY:

T.J. Roy, Estimator  
 TJR/hjk

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

***This change order must be signed and returned to Abbey Carpet & Floor  
 in order to proceed with noted work.***

September 8, 2020

Mr. Darrin Fleischman  
Director  
**Blackhawk High School**  
500 Blackhawk Road  
Beaver Falls, PA. 15010  
[fleischmandarrin@bsd.k12.pa.us](mailto:fleischmandarrin@bsd.k12.pa.us)

**VIA EMAIL ONLY**

**Blackhawk High School Entrance**  
**Request for Change Order (RFCO) 013 – Add Corner Guards**  
**Revision: 0**

Dear Mr. Fleischman,

Please find attached the above referenced Request for Change Order (RFCO) proposal for your review.

**Reference Documents:** Construction Specialties, Inc. invoice dated 8/26/2020

**Scope:**

At the owner's request, we propose to furnish all labor, material, equipment, and supervision to perform the following scope of work:

1. Furnish and install 36 linear feet of 2" x 2" corner guard to match the existing ceramic wall tile in the corridor area
  - a. Removal of 4 existing corner guards
  - b. Installation of 4 – 9 foot sections, in color to match adjacent wall tile as selected by architect.

**Exclusions and Qualifications:**

1. Any Work not specifically included above
2. Shop drawings (other than required for base bid)

**Total ADD: \$ 858.00**

**Time Extension (Calendar Days): 0**

Caliber expressly reserves and does not waive any contractual rights for delay related claims and damages resulting directly or indirectly from the delays associated with this change order or that may occur in the future because of this change order. Pricing is only valid seven (7) days from the date of this proposal unless otherwise stated.



---

Please contact our office should you have any questions or require additional information.

Sincerely,

Kevin McNulty  
Owner | President

***Please sign and return:***

**Authorized Representative:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# Request for Change Order



## RFCO Cost Summary

<b>RFCO No.:</b>	<b>013</b>	<b>Title: Add Corner Guards</b>	
<b>Project Name:</b>		<b>Blackhawk HS Entrance</b>	
Caliber Project Number:	20-013	Date Submitted:	Tuesday, September 8, 2020
Contract Number:	n/a	Response Requested By:	<b>Tuesday, September 15, 2020</b>

**Description of Scope:**  
 Please see attached cover letter for detailed description of scope of Change Order proposal, exclusions, clarifications and time extension (if applicable).

Direct Costs		Adjustments			Total Costs	
Material	\$ -	OH&P on Material	15.00%	\$ -	\$ -	
Labor	\$ 386.20	OH&P on Labor	15.00%	\$ 57.93	\$ 444.13	
Equipment	\$ -	OH&P on Equip.	15.00%	\$ -	\$ -	
Subcontractors	\$ 378.42	OH&P on Subs	5.00%	\$ 18.92	\$ 397.34	
<b>Subcontractor Costs</b>				<b>Subtotal</b>	\$ 841.47	
<i>Subcontractor Name</i>	<i>Proposal Date</i>	<i>Amount</i>	Indirect Labor		0.00%	\$ -
Construction Specialties,	8/17/2020	\$ 378.42	<b>Net Subtotal:</b>		\$ 841.47	
			Overhead:		0.00%	\$ -
			<b>Net Subtotal:</b>		\$ 841.47	
			Profit:		0.00%	\$ -
			Job Tax:		0.00%	\$ -
			B&O Tax:		0.00%	\$ -
			Bond:		2.00%	\$ 16.83
			<b>Total:</b>		\$ 858.30	
			<b>Final Price:</b>		\$ 858.00	

**FOR INTERNAL USE ONLY**

Posted:	Date:	Accounting Updates:	Date:
Drawings:	Job Cost		
Specifications:	Estimate		





**Construction Specialties, Inc.**

Remit to: P.O. Box 415278  
 Boston, MA 02241-5278 USA  
 Credit Dept Phone: 570-546-5941



**Construction Specialties™**

**INVOICE**

www.c-sgroup.com

Customer #	Invoice Number	Invoice Date	Reprint Date
175665	A2 40029065	8/26/20	

Invoice To: 175665  
**CALIBER CONTRACTING SERVICES**  
 104 EAST SWISSVALE AVE  
 PITTSBURGH, PA 15218 USA

Ship To: 213397  
**CALIBER CONTRACTING JOBSITE**  
 JAMES KAMENAR  
 500 BLACKHAWK ROAD  
 BEAVER FALLS, PA 15010 USA

412-205-8283

Customer PO#	Date Rec'd	Project Name			
JIMMY SUSZYNSKI	08/26/20	BLACKHAWK			
Order #	Date Shipped	Pro Number	No. of Cartons	BOL No.	Terms
616366	08/26/20	221534390	1	333995	NET 30
Shipped Via			Tax Exempt No.		FREIGHT ALLOWED TO JOB SITE
XPO Logistics					F.O.B. SHIPPING POINT

Item Description	Qty Shipped	Unit Price	Line Total
FREIGHT SURCHARGE	1.000 EA		
VA250N CORNER GUARD/WHEAT	36.000 LF		
4.0 @ 9' - 0" HEIGHT			
		Sub Total	357.00
		Total Tax	21.42
		<b>Total</b>	<b>378.42</b>
To pay by credit card go to <a href="http://www.c-sgroup.com/payments">www.c-sgroup.com/payments</a>			
Tax Summary			
PA STATE TAX	21.42		

20-013  
 10.26.00

Although our representative is 108 V O GEORGE GROUP INC  
 Please make payment to: Construction Specialties, Inc.

Pay Last Amount  
 in this Column  
 (USD) US Dollars

**PLEASE RETURN REMITTANCE COPY WITH PAYMENT TO THE ABOVE ADDRESS**

See our Terms and Conditions at [www.c-sgroup.com/terms-conditions-sale](http://www.c-sgroup.com/terms-conditions-sale)

**IMPORTANT:**  
 All past due accounts are subject to the following service charge which shall commence on the due date of any installment or installments. The imposition of the service charge shall in no way be deemed to be a waiver by Construction Specialties, Inc of its option to declare the entire balance due and payable at any time. The service charge shall be the lesser of (A) two percent (1.5% per month (18% per annum) or (B) the maximum lawful rate of interest permitted under the laws of the State of New Jersey. All invoices referred for collection will be subject to additional charges to buyer which buyer shall be obligated to pay including, but not limited to, the cost of any legal actions and reasonable attorney's fees thereon.

July 20, 2021

Mr. Darrin Fleischman  
Director  
**Blackhawk High School**  
500 Blackhawk Road  
Beaver Falls, PA. 15010  
[fleischmandarrin@bsd.k12.pa.us](mailto:fleischmandarrin@bsd.k12.pa.us)

**VIA EMAIL ONLY**

**Blackhawk High School Entrance  
Request for Change Order (RFCO) 016 – Hoisting Beam Revision  
Revision: 0**

Dear Mr. Fleischman,

Please find attached the above referenced Request for Change Order (RFCO) proposal for your review.

**Reference Documents:** Structural Steel Drawing S122, Submittal Package 142400-01.0 Elevator C1 Shop drawings dated 06/08/20

**Scope:**

We propose to furnish all labor, material, equipment, and supervision to perform the following scope of work:

1. Provide new hoisting beam for Elevator C1 to resolve height clearance issues between the first-floor elevation and existing bar roof framing.
2. Drawing S122 calls for a W8x18 hoisting beam. The required floor-to bottom of beam clearance of 12'-7" and a minimum 2" clearance above the beam. The height of the existing bar joists above the floor is 13'-1". Therefore, the bottom of the W8 beam would only be 12'-5", if this 2" clearance was eliminated. Therefore, a W6 beam was provided in lieu of the W8 which was already fabricated prior to the discovery of this existing condition.

**Exclusions and Qualifications:**

1. Any Work not specifically included above
2. Shop drawings (other than required for base bid)

**Total ADD:                      \$1,179.00**

**Time Extension (Calendar Days):              0**

Caliber expressly reserves and does not waive any contractual rights for delay related claims and damages resulting directly or indirectly from the delays associated with this change order or that may occur in the future because of this change order. Pricing is only valid seven (7) days from the date of this proposal unless otherwise stated.



Please contact our office should you have any questions or require additional information.

Sincerely,  
**Kevin  
McNulty**  
Kevin McNulty  
Owner | President

Digitally signed by Kevin McNulty  
DN: cn=Kevin McNulty, o=US, c=Caliber  
Contracting Services, Inc.,  
email=kevin.mcnulty@calibercontractingservices.com  
Date: 2021.07.20 12:30:49 -0400

***Please sign and return:***

**Authorized Representative:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# Request for Change Order



## RFCO Cost Summary

<b>RFCO No.:</b> 016	<b>Title: Hoisting Beam Revisions</b>		
<b>Project Name: Blackhawk HS Entrance</b>			
Caliber Project Number: 20-013	Date Submitted:	Tuesday, July 20, 2021	
Contract Number: n/a	Response Requested By:	Tuesday, July 27, 2021	

**Description of Scope:**  
 Please see attached cover letter for detailed description of scope of Change Order proposal, exclusions, clarifications and time extension (if applicable).

Direct Costs		Adjustments			Total Costs	
Material	\$ -	OH&P on Material	15.00%	\$ -	\$ -	
Labor	\$ 328.00	OH&P on Labor	15.00%	\$ 49.20	\$ 377.20	
Equipment	\$ -	OH&P on Equip.	15.00%	\$ -	\$ -	
Subcontractors	\$ 742.00	OH&P on Subs	5.00%	\$ 37.10	\$ 779.10	
<b>Subcontractor Costs</b>				<b>Subtotal</b>	\$ 1,156.30	
<i>Subcontractor Name</i>	<i>Proposal Date</i>	<i>Amount</i>	Indirect Labor		0.00%	\$ -
Multi Metals	11/5/2020	\$ 742.00	<b>Net Subtotal:</b>		<b>\$ 1,156.30</b>	
			Overhead:		0.00%	\$ -
			<b>Net Subtotal:</b>		<b>\$ 1,156.30</b>	
			Profit:		0.00%	\$ -
			Job Tax:		0.00%	\$ -
			B&O Tax:		0.00%	\$ -
			Bond:		2.00%	\$ 23.13
			<b>Total:</b>		<b>\$ 1,179.43</b>	
			<b>Final Price:</b>		<b>\$ 1,179.00</b>	

**FOR INTERNAL USE ONLY**

Posted:	Date:	Accounting Updates:	Date:
Drawings:	Job Cost		
Specifications:	Estimate		

# Request for Change Order

Cost Recap Sheet



RFCO No.: 016

Title: Hoisting Beam Revisions

Project Name: Blackhawk HS Entrance

Date Submitted: Tuesday, July 20, 2021

Description	Qty.	U/M	Material		Hrs	Type	Unit	Total	Labor	Equipment	Total Costs	Hrs
			Unit	Total								
Field Coordination	1	LS			4.000	S	328.00	328.00	-	328.00	328.00	4.0
<b>Total Estimated Costs</b>								<b>328.00</b>			<b>328.00</b>	<b>4.00</b>

**MULTI METAL INC**

P O BOX 1185  
GREENSBURG, PA 15601  
Phone: (724) 836-2720  
Fax: (724) 836-2120

**Change Order**

C/O Date: 11/4/2020  
Job No 200506

Quoted to: CALIBER CONTRACTING SVCS INC  
ACCOUNTS PAYABLE  
104 EAST SWISSVALE AVENUE  
PITTSBURGH, PA 15218

Regarding Job: BLACKHAWK HIGH SCHOOL  
500 BLACKHAWK RD  
BEAVER FALLS, PA 15010

<b>C/O Number:</b>	2	<b>Comments</b>
<b>Sequence:</b>	0	ELEVATOR HOIST BEAM, PIT LADDER & SUMP GRATE
<b>Owner C/O No:</b>	20-013 RFCO 016	

Description	Amount
FABRICATE ONE (1) ADDITIONAL ELEVATOR BEAM PER CUSTOMER REQUEST	700.00
PLUS TAX	42.00
	0.00
NOTE: SHOULD YOU WISH FOR US TO PROCEED , PLEASE ISSUE A WRITTEN CHANGE ORDER IN THE ABOVE AMOUNT	0.00
	TOTAL 742.00

**Written authorization is required before  
this revision is released for production.**

Authorized by: \_\_\_\_\_ Date: \_\_\_\_\_  
CALIBER CONTRACTING SVCS INC

Representative: Timothy P. Shepherd (th) Date: 11/05/2020  
MULTI METAL INC

**Please sign and return a copy as soon as possible.**

July 21, 2021

Mr. Darrin Fleischman  
Director  
**Blackhawk High School**  
500 Blackhawk Road  
Beaver Falls, PA. 15010  
[fleischmandarrin@bsd.k12.pa.us](mailto:fleischmandarrin@bsd.k12.pa.us)

**VIA EMAIL ONLY**

**Blackhawk High School Entrance  
Request for Change Order (RFCO) 020 – Corner Guards at Elevator Lobby  
Revision: 0**

Dear Mr. Fleischman,

Please find attached the above referenced Request for Change Order (RFCO) proposal for your review.

**Reference Documents:** Construction Specialties Invoice dated 01/29/21

**Scope:**

We propose to furnish all labor, material, equipment, and supervision to perform the following scope of work:

1. Provide five (5) corner guards at upper-level elevator lobby C101 and adjacent walls per request from Mark Scheller, Eckles Architecture during site walk through.

**Exclusions and Qualifications:**

1. Any Work not specifically included above
2. Shop drawings (other than required for base bid)

**Total ADD: 1,020.00**

**Time Extension (Calendar Days): 0**

Caliber expressly reserves and does not waive any contractual rights for delay related claims and damages resulting directly or indirectly from the delays associated with this change order or that may occur in the future because of this change order. Pricing is only valid seven (7) days from the date of this proposal unless otherwise stated.





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Please contact our office should you have any questions or require additional information.

Sincerely,

Kevin McNulty  
Owner | President

***Please sign and return:***

**Authorized Representative:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# Request for Change Order



## RFCO Cost Summary

<b>RFCO No.:</b>	<b>020</b>	<b>Title: Corner Guards at Elevator Lobby</b>	
<b>Project Name:</b>	<b>Blackhawk HS Entrance</b>		
Caliber Project Number:	20-013	Date Submitted:	Wednesday, July 21, 2021
Contract Number:	n/a	Response Requested By:	<b>Wednesday, July 28, 2021</b>

**Description of Scope:**  
 Please see attached cover letter for detailed description of scope of Change Order proposal, exclusions, clarifications and time extension (if applicable).

Direct Costs		Adjustments			Total Costs	
Material	\$ -	OH&P on Material	15.00%	\$ -	\$ -	\$ -
Labor	\$ 488.25	OH&P on Labor	15.00%	\$ 73.24	\$ 561.49	\$ 561.49
Equipment	\$ -	OH&P on Equip.	15.00%	\$ -	\$ -	\$ -
Subcontractors	\$ 417.64	OH&P on Subs	5.00%	\$ 20.88	\$ 438.52	\$ 438.52
<b>Subcontractor Costs</b>		<b>Subtotal</b>			\$ 1,000.01	
<i>Subcontractor Name</i>	<i>Proposal Date</i>	<i>Amount</i>	Indirect Labor		0.00%	\$ -
Construction Specialties	1/29/2021	\$ 417.64	<b>Net Subtotal:</b>		<b>\$ 1,000.01</b>	
			Overhead:		0.00%	\$ -
			<b>Net Subtotal:</b>		<b>\$ 1,000.01</b>	
			Profit:		0.00%	\$ -
			Job Tax:		0.00%	\$ -
			B&O Tax:		0.00%	\$ -
			Bond:		2.00%	\$ 20.00
			<b>Total:</b>		\$ 1,020.01	
			<b>Final Price:</b>		<b>\$ 1,020.00</b>	

**FOR INTERNAL USE ONLY**

Posted:	Date:	Accounting Updates:	Date:
Drawings:	Job Cost		
Specifications:	Estimate		



Construction Specialties, Inc.

Remit to: P.O. Box 415278  
Boston, MA 02241-5278 USA  
Credit Dept Phone: 570-546-4638



Construction Specialties™

# INVOICE

www.c-sgroup.com

Customer #	Invoice Number	Invoice Date	Reprint Date
175665	A2 41003104	1/29/21	

Invoice To: 175665  
**CALIBER CONTRACTING SERVICES**  
104 EAST SWISSVALE AVE  
PITTSBURGH, PA 15218 USA

Ship To: 213397  
**BLACKHAWK HIGH SCHOOL**  
BILLY NUMER  
C/O CALIBER CONTRACTING  
500 BLACKHAWK ROAD  
BEAVER FALLS, PA 15010 USA

412-205-8283

Customer PO#	Date Rec'd	Project Name			
20-013-P07	01/29/21	BLACKHAWK HIGH SCHOOL ELEVATOR LOBBY			
Order #	Date Shipped	Pro Number	No. of Cartons	BOL No.	Terms
642330	01/29/21	042791306	1	358030	NET 30
Shipped Via			Tax Exempt No.		FREIGHT ALLOWED TO JOB SITE
ABF FREIGHT SYSTEMS					F.O.B. SHIPPING POINT

Item Description	Qty Shipped	Unit Price	Line Total
VA250N 10' CORNER GUARD/WHEAT	5.000 EA		
FREIGHT SURCHARGE	1.000 EA		
		<b>Sub Total</b>	<b>394.00</b>
		<b>Total Tax</b>	<b>23.64</b>
		<b>Total</b>	<b>417.64</b>
Tax Summary			
PA STATE TAX	23.64		

**Available Payment Methods:**

ONLINE PAYMENT PORTAL: c-sgroup.com > Payment Options > Online Payment  
You will need customer, invoice or order number to enter the portal.  
Invoices up to \$50,000 can be paid by eCheck. Invoices up to \$10,000 can be paid by credit card.  
The portal cannot process partial payments. Invoices must be paid in full.  
To pay invoices greater than \$50,000 electronically, contact CS Credit Department at  
ARinvoice@c-sgroup.com or 570-546-4638 for ACH details.

MAIL-IN: Send check made out to Construction Specialties, Inc to 'Remit-to' address above.  
Partial payments are accepted.

10,26.00

20-013  
corner  
guards

See our Terms and Conditions at [www.c-sgroup.com/terms-conditions-sale](http://www.c-sgroup.com/terms-conditions-sale)

Pay Last Amount  
in this Column  
(USD) US Dollars

**IMPORTANT:**

All past due accounts are subject to the following service charge which shall commence on the due date of any installment or installments. The imposition of the service charge shall in no way be deemed to be a waiver by Construction Specialties, Inc of its option to declare the entire balance due and payable at any time. The service charge shall be the lesser of (A) two percent (1.5% per month (18% per annum) or (B) the maximum lawful rate of interest permitted under the laws of the State of New Jersey. All invoices referred for collection will be subject to additional charges to buyer which buyer shall be obligated to pay including, but not limited to, the cost of any legal actions and reasonable attorney's fees thereon.

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Quote 09/20/2021

# Blackhawk High School Kitchen Reno-HC Scope

**Beth Bova**

Administrator

Bova Corp

office: (724)898-0288

cell:

fax: 7248980280

email: [Beth@bovacorp.com](mailto:Beth@bovacorp.com)

# Quote

09/20/2021

**Project:**  
Blackhawk High School Kitchen  
Reno-HC Scope

**From:**  
Bova Corp  
Beth Bova  
P. O. Box 118  
111 McFann Rd  
Valencia, PA 16059  
(724)898-0288  
(724)898-0277 211 (Contact)

Job Reference Number: 2544

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Additional Work Request to perform the HC scope of work on the exhaust hood

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Item	Qty	Description	Sell	Sell Total
1	1 ea	<b>HVAC RENOVATION</b> Custom Model No. HVAC RENOVATION Includes Scope: 1. Provide scope of work indicated in HC notes, detail #3 on MP101, Blackhawk SD Partial Kitchen Plan-Mechanical & Plumbing dated March 19, 2021 2. Provide demolition of (1) existing hood, including disconnect of ductwork 3. Provide field measure of new grease duct when new hood is installed by others 4. Provide (2) new 30 x 8 grease duct connections to connect new hood to existing ductwork 5. Provide all new grease duct as 16GA black iron steel and welded connections, any insulation required is by others 6. Provide new belts and sheaves for existing kitchen fans 7. Provide report of whether existing kitchen fans are operating at specs defined on detail #3 9. Provide 1 year material & labor warranty 10. Provide all project closeout documents as required	\$19,005.00	\$19,005.00
	1 ea	Bond		
2	1 ea	<b>ALLOWABLE OVER HEAD &amp; PROFIT ( 10 &amp; 5)</b> Custom Allowable Over head & Profit ( 10 & 5)	\$2,850.75	\$2,850.75
			Total	\$21,855.75

Acceptance: \_\_\_\_\_ Date: \_\_\_\_\_

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

Project Grand Total: \$21,855.75

**Blackhawk**  
School District

Book Blackhawk S D Policy Manual

Section 000 Local Board Procedures

Title Meetings

Code 006 Vol IV 2021

Status Under Revision

Legal

1. 24 P.S. 407
2. 65 Pa. C.S.A. 701 et seq
3. 24 P.S. 422
4. 24 P.S. 405
5. 24 P.S. 426
6. 24 P.S. 427
7. 24 P.S. 428
8. 65 Pa. C.S.A. 703
9. 65 Pa. C.S.A. 709
10. 24 P.S. 423
11. 65 Pa. C.S.A. 712.1
12. Pol. 903
13. 65 Pa. C.S.A. 707
14. 24 P.S. 421
15. 24 P.S. 425
16. 24 P.S. 324
17. 24 P.S. 508
18. 24 P.S. 609
19. 24 P.S. 687
20. 24 P.S. 707
21. 24 P.S. 671
22. 24 P.S. 634
23. 24 P.S. 1129
24. 24 P.S. 640
25. 24 P.S. 803
26. Pol. 108
27. 24 P.S. 1071
28. 24 P.S. 1076
29. Pol. 604
30. Pol. 005
31. Pol. 606

32. Pol. 605  
33. Pol. 107  
34. 24 P.S. 621  
35. Pol. 608  
36. Pol. 610  
37. 24 P.S. 1080  
38. 24 P.S. 514  
39. 24 P.S. 702  
40. 24 P.S. 708  
41. 24 P.S. 315  
42. Pol. 004  
43. Pol. 003  
44. 24 P.S. 224  
45. 24 P.S. 212  
46. 65 Pa. C.S.A. 1102  
47. 65 Pa. C.S.A. 1103  
48. Pol. 827  
49. 24 P.S. 1111  
50. 24 P.S. 518  
51. 65 Pa. C.S.A. 706  
52. 65 Pa. C.S.A. 705  
53. 24 P.S. 433  
54. Pol. 800  
55. Pol. 801  
56. Pol. 006  
57. 65 Pa. C.S.A. 708  
24 P.S. 408  
24 P.S. 1075  
24 P.S. 1077  
65 Pa. C.S.A. 1101 et seq  
Pol. 612

Last Revised

October 7, 2021

### **Parliamentary Authority**

All Board meetings shall be conducted in an orderly and business-like manner. (Robert's Rules of Order, Newly Revised) shall govern the Board in its deliberations in all cases in which it is not inconsistent with law, state regulations or Board procedures.<sup>[1]</sup><sup>[2]</sup>

### **Quorum**

A quorum shall consist of a majority of the members of the Board. No business shall be transacted at a meeting without a quorum, but the school directors present at such a meeting may adjourn to another



time.[3]

### **Presiding Officer**

The President shall preside at all Board meetings. In the absence, disability or disqualification of the President, the Vice-President shall act instead. If neither person is present, a school director shall be elected President pro tempore by a majority of those present and voting to preside at that meeting only. Where no such majority is achieved on the first vote, a second vote shall be cast for the two (2) candidates who received the greatest number of votes.[4][5][6][7]

### **Meeting Notifications**

Notice of all open Board meetings, including committee meetings and work sessions, shall be given by publication of the date, place, and time of such meetings in the newspaper(s) of general circulation designated by the Board and posting of such notice at the administrative offices of the Board.[8][9]

1. Notice of regular meetings shall be given by publication and posting of a schedule showing the date, place and time of all regular meetings for the calendar year
2. Notice of all special meetings shall be given by publication and posting of notice at least twenty-four (24) hours prior to the time of the meeting, except that such notice shall be waived when a special meeting is called to deal with an actual emergency involving a clear and present danger to life or property.[8][9]
3. Notice of all rescheduled meetings shall be given by publication and posting of notice at least twenty-four (24) hours prior to the time of the meeting.[8][9]
4. Notice of all recessed or reconvened meetings shall be given by posting a notice of the place, date and time of the meeting and sending copies of such notice to interested parties.[8]
5. Notice of all open meetings shall be given to any newspaper(s) circulating in Beaver County and any radio or television station which so requests. Notice of all open meetings shall be given to any individual who so requests and provides a stamped, addressed envelope for such notification.[9]

Notice of all rescheduled meetings and special meetings shall be given to each school director *no later than twenty-four (24) hours prior to the time of the meeting.*[9][10]

### **Agenda Notifications**

*The agenda, together with all relevant reports, shall be provided to each school director at least 2 days before the meeting.*

**The district shall publicly post the agenda for all open meetings of the Board or Board committees at which deliberation or official action may take place no later than twenty-four (24) hours prior to the time of the meeting, as follows:[9]**

1. **On the district's website.**
2. **At the location of the meeting.**
3. **At the district's administrative office.**

**The posted agenda shall list each matter of agency business that will or may be the subject of deliberation or official action at the meeting.[9]**

### **Agenda Preparation**

It shall be the responsibility of the Superintendent, in cooperation with the Board President,

to prepare an agenda of the items of business **anticipated** to come before the Board at each **open** meeting.

### **Order of Business**

**The order of business for regular meetings and special meetings called for general purposes shall be as follows, unless altered by the President or a majority of those present and voting:**

1. Roll call.
2. Approval of minutes.
3. Other preliminary matters.
4. Public relations and communications.
5. Financial report.
6. Payment of bills.
7. Committee reports.
8. Other Board business.

**The order of business for other special meetings shall be determined according to the stated purpose of the special meeting.**

### **Additions to the Agenda**

**The Board may deliberate or take official action on matters not included in a posted agenda only under the following circumstances:[11]**

***Emergencies* – The matter of business relates to a real or potential emergency involving a clear and present danger to life or property.[8][11]**

***Business Arising Within Twenty-Four (24) Hours Prior to the Meeting* – The matter of business has arisen within twenty-four (24) hours prior to the meeting, is de minimis (minor) in nature, and does not involve the expenditure of funds or entering into a contract or agreement.[11]**

***Business Raised by Residents or Taxpayers During the Meeting* – When a matter of Board business is raised by a resident or taxpayer during a meeting:[11][12]**

1. **The Board may take official action to refer the matter to staff, if applicable, to conduct research and include on a future Board meeting agenda; or**
2. **If the matter is de minimis (minor) in nature and does not involve the expenditure of funds or entering into a contract or agreement, the Board may take official action on the matter.**

***Majority Vote* – During a meeting, the Board may add a matter of business to the posted agenda by a majority vote of the school directors present and voting. The reason for adding an item to the posted agenda must be announced at the meeting before conducting the vote. Once announced and approved by majority vote, the Board may take official action on the item of business. The agenda shall be amended to reflect the new item of business and the amended agenda shall be posted to the district's website and at the administrative office no later than the first business day following the meeting at which the agenda was amended. The unanimous consent procedure may not be used in place of majority vote for this purpose. [11]**

**The public posting of agenda requirements and rules for adding items to a posted agenda apply to both regular and special open meetings of the Board. These requirements and rules do not apply to:[9][11][13]**

1. **Conference sessions.**
2. **Executive sessions.**

### **Regular Meetings**

Regular Board meetings shall be **open** and shall be held at specified places at least once every two (2) months.[2][14]

### **Special Meetings**

Special meetings may be called for special or general purposes and shall be **open** except when conducted as an executive session for purposes authorized by law.[2][5][10][15]

The President may call a special meeting at any time and shall call a special meeting upon presentation of the written requests of three (3) school directors. Upon the President's failure or refusal to call a special meeting, such meeting may be called at any time by a majority of the school directors.[5]

No business shall be transacted at any special meeting except that named in the call sent to school directors for such special meeting.[10]

### **Public Participation**

At each **open** Board meeting, prior to official action by the Board, an opportunity shall be provided for public comment in accordance with law and Board procedures and policy.[2][12]

### **Voting**

All motions shall require for adoption a majority vote of those school directors present and voting, except as provided by statute or Board procedures.

All votes on motions and resolutions shall be by voice vote unless an oral roll call vote is requested by the President or another school director.

#### *Special Voting Requirements –*

*\*Indicates actions for which the minutes also must reflect how each school director voted.*

1. Actions requiring the unanimous affirmative vote of all members of the Board remaining in office:
  - a. Appoint as Board Secretary a former school director who has resigned, before the expiration of the term for which the member was elected.\*[16][17]
  - b. Appoint as solicitor a former school director who has resigned, before the expiration of the term for which the director was elected.\*[16][17]
2. Actions requiring the affirmative votes of two-thirds of the full membership of the Board:
  - a. Transferring, during the first three (3) months of the fiscal year, budgeted funds set apart or appropriated to a particular item of expenditure.\*[17][18][19]
  - b. Adding or increasing appropriations to meet an emergency or catastrophe.\*[17][19]
  - c. Hiring as a teacher a former school director who has resigned, before the expiration of the term for which the director was elected.\*[16][17]

- d. Conveying land or buildings to certain charities or other public agencies without following prescribed valuation procedures or with more favorable financing.\*[17][20]
  - e. Incurring temporary debt (non-emergency).\*[19][22]
  - f. Dismissing a tenured professional employee after a hearing.\*[17][23]
  - g. Borrowing in anticipation of current revenue.\*[17][24]
3. Actions requiring the affirmative votes of two-thirds of those voting in the presence of a quorum:
- a. Incurring temporary debt to meet an emergency or catastrophe.\*[17][19]
  - b. Adopting or changing textbooks without the recommendation of the Superintendent.\*[17][25]
4. Actions requiring the affirmative votes of a majority of the full membership of the Board:
- a. Fixing the length of the school term.\*[17]
  - b. Adopting textbooks recommended by the Superintendent.\*[17][26]
  - c. Appointing the district Superintendent and Assistant Superintendent(s).\*[17][27][28]
  - d. Appointing teachers and principals.\*[17]
  - e. Adopting the annual budget.\*[17][29]
  - f. Appointing tax collectors and other appointees.\*[17][30][31]
  - g. Levying and assessing taxes.\*[17][32]
  - h. Purchasing, selling, or condemning land.\*[17]
  - i. Locating new buildings or changing the location of old ones.\*[17]
  - j. Creating or increasing any indebtedness.\*[17]
  - k. Adopting planned instruction.[17][33]
  - l. Establishing additional schools or departments.\*[17]
  - m. Designating depositories for school funds.\*[17][34][35]
  - n. Authorizing the transfer of any unencumbered balance, or portion thereof, from one appropriation to another, or from one spending agency to another during the last nine (9) months of the fiscal year.\*[17][19]
  - o. Entering into contracts of any kind, including contracts for the purchase of fuel or any supplies where the amount involved exceeds \$100 (including items subject to bid requirements).\*[17][36]
  - p. Fixing salaries or compensation of officers, teachers, or other appointees of the Board.\*[17]
  - q. Entering into contracts with and making appropriations to the intermediate unit for the district's proportionate share of the cost of services provided or to be provided by the intermediate unit.\*[17]

- r. Dismissing, after a hearing, a Superintendent, Assistant Superintendent or non-tenured teacher.\*[17][37][38]
- s. Determining the location and amount of any real estate required by the school district for school purposes.\*[17][39]
- t. Vacating and abandoning property to which the Board has title.\*[17][40]
- u. Appointing a school director to fill a vacancy on the Board.\*[17][41]
- v. Calling a special meeting when the President has failed to do so after written request of three (3) members of the Board.[5]
- w. Declaring that a vacancy exists on the Board by reason of the failure or neglect of a school director to qualify.[42]
- x. Adopting, amending or repealing Board procedures and policy.[43]
- y. Combining or reorganizing into a larger school district.[44]
- z. Adopting a corporate seal for the district.[45]

### **Abstention from Voting**

A school director shall be required to abstain from voting when the issue involves either one of the following:

1. Conflict of interest under the Ethics Act.[46][47][48]

Prior to the vote being taken, the school director shall verbally disclose the nature of the conflict in public, and shall also provide the Board Secretary with a written memorandum stating the nature of the conflict, which shall be attached to the Board minutes as a public record.

**Conflict of interest** - use by a public official of the authority of **their** office or any confidential information received **through** holding public office for the private pecuniary benefit of **the public official**, a member of **their** immediate family or a business with which **the public official** or a member of **their** immediate family is associated. The term does not include an action having a de minimis economic impact or which affects to the same degree a class consisting of the general public or a subclass consisting of an industry, occupation or other group which includes the public official, a member of **their** immediate family or a business with which **the public official** or a member of **their** immediate family is associated.[46]

**De minimis economic impact** – an economic consequence which has an insignificant effect.[46]

**Immediate family** – parent, spouse, child, brother or sister.[46]

**Business with which associated** – any business in which the person or a member of the person's immediate family is a director, officer, owner, employee or has a financial interest.[46]

2. Relative recommended for appointment to or dismissal from a teaching position.[23][49]

**Relative** – father, mother, brother, sister, husband, wife, son, daughter, stepson, stepdaughter, grandchild, nephew, niece, first cousin, sister-in-law, brother-in-law, uncle, or aunt.

The Board is encouraged to seek the guidance of the district solicitor or the State Ethics Commission for questions related to conflict of interest.[47][48]

### **Minutes**

The Board shall cause to be made, and shall retain as a permanent record of the district, minutes of all **open** Board meetings. Said minutes shall be comprehensible and complete and shall show: [50][51].

1. Date, place, and time of the meeting.
2. Names of school directors present.
3. Presiding officer.
4. Substance of all official actions.
5. Actions taken.
6. Recorded votes and a record by individual members of all roll call votes taken. [52]
7. Names of all residents who appeared officially and the subject of their testimony.
8. **Any matter added to a posted agenda, including the substance of the matter, the announced reason and the recorded vote, where applicable.** [9][11]

The Board Secretary shall provide each school director with a copy of the minutes of the last meeting prior to the next regular meeting. [1]

The minutes of Board meetings shall be approved at the next succeeding meeting and signed by the Board Secretary. [53]

Notations and any tape or audiovisual recordings shall not be the official record of an **open** Board meeting but may be available for public access, upon request, in accordance with Board policy. Any notations and/or audiovisual recordings of a Board meeting shall be retained and disposed of in accordance with the district's records retention schedule. [1][54][55]

### **Recess/Reconvene**

The Board may at any time recess or reconvene to a reconvened meeting at a specified date and place, upon the majority vote of those present. The reconvened meeting shall immediately take up its business at the point in the agenda where the motion to recess was acted upon. Notice of the reconvened meeting shall be given as provided in Board policy. [8][9][56]

### **Executive Session**

The Board may hold an executive session, which is not an open meeting, before; during; at the conclusion of an **open** meeting; or at some other time. The presiding officer shall announce the reason for holding the executive session; the announcement can be made at the **open** meeting prior to or after the executive session. [13][15][57]

The Board may discuss the following matters in executive session:

1. Employment issues.
2. Labor relations.
3. Purchase or lease of real estate.
4. Consultation with an attorney or other professional advisor regarding potential litigation or identifiable complaints that may lead to litigation.
5. Matters that must be conducted in private to protect a lawful privilege or confidentiality.
6. School safety and security, of a nature that if conducted in public, would: [15]

- a. Be reasonably likely to impair the effectiveness of school safety measures.
- b. Create a reasonable likelihood of jeopardizing the safety or security of an individual or a school, including a building, public utility, resource, infrastructure, facility or information storage system.

Official actions based on discussions held in executive session shall be taken at an **open** meeting.

### **Work Sessions**

The Board may meet as a Committee of the Whole in an **open** meeting to vote on or to discuss issues. Public notice of such meetings shall be made in accordance with Board procedures.[2][56]

A meeting of the Committee of the Whole, not regularly scheduled, may be called at any time by the President; the President shall call such a meeting when requested to do so by five (5) Board members. Public notice of the meeting shall be made in accordance with Pol. 006, 4.b.

The Board Secretary shall provide notice of a meeting of the Committee of the Whole in accordance with Board procedures.[8][9][56]

### **Committee Meetings**

The Board will function as a Committee of the Whole. A work session will constitute a meeting of all standing committees. [45][8][9]

A majority of the total membership of a committee shall constitute a quorum.

Unless held as an executive session, committee meetings shall be open to the public, other Board members, and the Superintendent.[2]

A majority of the committee, the chairperson, or the Superintendent may invite Board employees, consultants or other persons who have special knowledge of the area under discussion.

### NOTES:

Under the Quorum section, if a school district designates the number of five (5) required for a quorum to exist, **please leave this language** because it is legally accurate. The law, SC 422, states that a majority of the board constitutes a quorum. For school districts, that number is always five (5). It does not matter if there is a vacancy on the board or not.

Robert's Rules of Order, Newly Revised, including group rules – recommend listing the edition.

For Voting section, number 4(n) – School Code section 687 only requires a majority vote of the Board to transfer unencumbered balances during the last nine (9) months of the fiscal year. See Shoemaker v. Greencastle-Antrim 403 A.2d 1018 (Pa Commw).

Executive sessions held during an open meeting have no required time limits; Act 175 of 1974 contained a time limit of thirty (30) minutes, but the Sunshine Act was amended by Act 84 of 1986 and no longer has a time limitation; recommend removing this language from policy.

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# **Blackhawk**

## School District

Book	Blackhawk S D Policy Manual
Section	900 Community
Title	Public Participation in Board Meetings
Code	903 Vol IV 2021
Status	Under Revision
Legal	<ol style="list-style-type: none"> <li>1. 65 Pa. C.S.A. 710</li> <li>2. 65 Pa. C.S.A. 710.1</li> <li>3. 65 Pa. C.S.A. 712.1</li> <li>4. 24 P.S. 407</li> <li>5. Pol. 006</li> <li>6. 65 Pa. C.S.A. 711</li> <li>7. 65 Pa. C.S.A. 709</li> </ol> <p>65 Pa. C.S.A. 701 et seq Pol. 906</p>
Last Revised	October 7, 2021

### **Purpose**

The Board recognizes the value to school governance of public comment on educational issues and the importance of involving members of the public in Board meetings. The Board also recognizes its responsibility for proper governance of the district and the need to conduct its business in an orderly and efficient manner.

### **Authority**

The Board adopts this policy to govern public participation in Board meetings necessary to conduct its meeting and to maintain order.[1]

In order to permit fair and orderly expression of public comment, the Board shall provide an opportunity at each open meeting of the Board for residents and taxpayers to comment on matters of concern, official action or deliberation **which are or may be before** the Board prior to official action by the Board.[2][3]

The Board shall require that all public comments be made at the beginning of each meeting.

If the Board determines there is not sufficient time at a meeting for public comments, the comment period may be deferred to the next regular meeting or to a special meeting occurring before the next regular meeting.[2]

**When an item is added to the agenda after the public comment period has ended, the Board shall offer a further public comment opportunity limited to the added item(s).[2][3]**

### **Delegation of Responsibility**



The presiding officer at each **open** Board meeting shall follow Board policy for the conduct of **open** meetings. Where **the presiding officer's** ruling is disputed, it may be overruled by a majority of those **school directors** present and voting.[4][5]

### **Guidelines**

Whenever issues identified by the participant are subject to remediation under policies and procedures of the Board, they shall be dealt with in accordance with those policies and procedures and the organizational structure of the district.

The Board requires that public participants be residents or taxpayers of this district or

any district employee.

any district student.

If a group has a common topic, it is strongly recommended that one (1) person representing such issue become the spokesperson for that topic. The public is requested to contact the Superintendent prior to the regular or special meeting for the opportunity to be placed on the Board Agenda. The request shall include the purpose and topic to be discussed as well as the spokesperson for the group, if applicable.

Participants must be recognized by the presiding officer and must preface their comments by an announcement of their name, address, and group affiliation if applicable.

Each statement made by a participant shall be limited to five minutes' duration.

No participant may speak more than once on the same topic, unless all others who wish to speak on that topic have been heard.

All statements shall be directed to the presiding officer; no participant may address or question **school directors** individually.

The presiding officer may

interrupt or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant.

request any individual to leave the meeting when that person does not observe reasonable decorum.

request the assistance of law enforcement officers to remove a disorderly person when **the person's** conduct interferes with the orderly progress of the meeting.

call a recess or adjourn to another time when the lack of public decorum interferes with the orderly conduct of the meeting.

waive these rules with the approval of the Board.

The portion of the meeting during which the public is invited to speak shall be limited to 15 minutes.

Electronic recording devices and cameras, in addition to those used as official recording devices, shall be permitted at **open** meetings under guidelines established by the Board.[6]

No placards or banners will be permitted within the meeting room.

The meeting agenda and all pertinent documents shall be available to the press and public at the meetings.[7]

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