Joint Board Committee Meeting

Monday, August 24, 2026 7:30 PM
Board Room (K110) at the Bucks County Technical High School, 610 Wistar Road , Fairless Hills, PA 19030

1. **Call to Order**

2. **Pledge of Allegiance**

3. **Approve Agenda**

4. **Opening Remarks by Board President**

5. **Professional Council Report**

6. **Administrative Director's Report**

7. **Committee Reports**

8. **Public Comment - Agenda Items**

9. **Approve Minutes**

10. **Financial Reports**

11. **Bills and Electronic Payments**

12. **New Business**

12.A. Accept Resignations

12.B. Approve Employment

12.C. Approve Transfer

12.D. Approve Stipends

12.E. Approve Continued Employment

12.F. Approve Unpaid Leave of Absence

12.G. Accept Carl D. Perkins Grant

12.H. Approve Participation in PDE/CTE's Technical Assistance Program (TAP)

12.I. Approve Resolution Public School Facility Improvement Grant Application

12.J. Approve 2026-2027 Student Handbook and Code of Conduct

12.K. Accept USDA Team Nutrition Grant

12.L. Approve Participation of Facilities Support Services in Community Based Instruction

12.M. Approve Trash Bid

13. **Old Business**
14. **Correspondence**
15. **Other Business**
16. **Public Comment - Non Agenda Items**
17. **Next Meeting**
18. **Adjourn**

BUCKS COUNTY TECHNICAL HIGH SCHOOL

STUDENT ACCOUNTING

August 17, 2026

ENROLLMENT BY GRADE

SCHOOL DISTRICT	9th Grade	10th Grade	11th Grade	12th Grade	LSS	Total	Total %
Bensalem	79	66	49	62	2	**258**	**17.78%**
Bristol Borough	12	12	13	19	0	**56**	**3.86%**
Bristol Township	97	117	114	101	1	**430**	**29.63%**
Morrisville	18	11	11	10	0	**50**	**3.45%**
Neshaminy	79	86	84	73	11	**333**	**22.95%**
Pennsbury	91	78	80	71	4	**324**	**22.33%**
TOTAL	**376**	**370**	**351**	**336**	**18**	**1451**	**100.00%**

BUCKS COUNTY TECHNICAL HIGH SCHOOL
SUMMARY OF CASH AND INVESTMENTS
June 30, 2026

GENERAL FUND

	BALANCE 4/30/26	RECEIPTS MAY & JUNE	DISBURSEMENTS MAY & JUNE	BALANCE 6/30/26	INTEREST RATE
Fulton Bank Checking	$ 5,219,657.52	$ 4,612,738.01	$ (8,445,842.88)	$ 1,386,552.65	2.6300%
Fulton Bank Plus	3,199,097.42	15,352.11	(2,000,000.00)	1,214,449.53	3.7600%
PLGIT PLUS	7,740,991.07	45,877.65	-	7,786,868.72	3.5600%
PSDLAF MAX	79,803.10	131,886.17	(76,078.12)	135,611.15	3.4400%
PLGIT	2,058.35	11.90	-	2,070.25	3.4700%
PLGIT PLUS	17,872.52	105.93	-	17,978.45	3.5600%
PA INVEST	4,681.68	29.29	-	4,710.97	3.7600%
TOTALS	**$ 16,264,161.66**	**$ 4,806,001.06**	**$ (10,521,921.00)**	**$ 10,548,241.72**	

CAPITAL RESERVE FUND

	BALANCE 4/30/26	RECEIPTS MAY & JUNE	DISBURSEMENTS MAY & JUNE	BALANCE 6/30/26	INTEREST RATE
PLGIT PLUS	$ 643,680.01	$ 3,814.82	$ -	$ 647,494.83	3.5600%

INTERNAL SERVICE FUND

	BALANCE 4/30/26	RECEIPTS MAY & JUNE	DISBURSEMENTS MAY & JUNE	BALANCE 6/30/26	INTEREST RATE
INTERNAL SERVICE FUND Checking	$ 498,404.29	$ 2,168.01	$ -	$ 500,572.30	2.6300%
PLGIT PLUS	4,982,452.08	29,528.94	0.00	5,011,981.02	3.5600%
TOTALS	**$ 5,480,856.37**	**$ 31,696.95**	**$ -**	**$ 5,512,553.32**	

FOOD SERVICE FUND

	BALANCE 4/30/26	RECEIPTS MAY & JUNE	DISBURSEMENTS MAY & JUNE	BALANCE 6/30/26	INTEREST RATE
Fulton Bank Checking	$ 581,122.09	$ 180,080.19	$ (477,488.28)	$ 283,714.00	2.6300%
PLGIT PLUS	236,564.98	1,402.02	-	237,967.00	3.5600%
TOTALS	**$ 817,687.07**	**$ 181,482.21**	**$ (477,488.28)**	**$ 521,681.00**	

Bucks County Technical High School

Summary of Receipts General Fund

From Date: 5/1/2026 To Date: 6/30/2026

Fiscal Year: 2025-2026

☐ Subtotal by Collapse Mask ☐ Include pre encumbrance ☐ Print accounts with zero balance ☑ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance ☐ Include All Encumbrances

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
100.6510.000.000.00.00.000	INTEREST ON INVESTMENTS	($250,000.00)	($61,550.88)	($424,286.56)	$174,286.56	$0.00	$174,286.56	-69.71%
	Func: INTEREST ON INVESTMENTS - 6510	($250,000.00)	($61,550.88)	($424,286.56)	$174,286.56	$0.00	$174,286.56	-69.71%
100.6943.000.000.00.00.000	ADULT DAY/PN TUITION	$0.00	($56,410.00)	($56,410.00)	$56,410.00	$0.00	$56,410.00	0.00%
	Func: - 6943	$0.00	($56,410.00)	($56,410.00)	$56,410.00	$0.00	$56,410.00	0.00%
100.6944.000.000.00.00.000	RECEIPTS OTHER PA LEAS	$0.00	($722.29)	($2,123.47)	$2,123.47	$0.00	$2,123.47	0.00%
	Func: - 6944	$0.00	($722.29)	($2,123.47)	$2,123.47	$0.00	$2,123.47	0.00%
100.6946.000.000.00.00.000	RECEIPTS FROM MEMBER DISTRICTS	($28,030,313.00)	($188,038.00)	($24,208,162.64)	($3,822,150.36)	$0.00	($3,822,150.36)	13.64%
	Func: RECEIPTS FROM MEMBER DISTRICTS - 6946	($28,030,313.00)	($188,038.00)	($24,208,162.64)	($3,822,150.36)	$0.00	($3,822,150.36)	13.64%
100.7220.000.000.00.00.000	STATE SUBSIDY VOCTL EDUCATION	($1,745,063.00)	($560,194.20)	($2,237,766.20)	$492,703.20	$0.00	$492,703.20	-28.23%
	Func: STATE SUBSIDY VOCTL EDUCATION - 7220	($1,745,063.00)	($560,194.20)	($2,237,766.20)	$492,703.20	$0.00	$492,703.20	-28.23%
100.7330.000.000.00.00.000	STATE SUBSIDY HEALTH SERVICES	($25,000.00)	$0.00	($25,477.02)	$477.02	$0.00	$477.02	-1.91%
	Func: STATE SUBSIDY HEALTH SERVICES - 7330	($25,000.00)	$0.00	($25,477.02)	$477.02	$0.00	$477.02	-1.91%
100.7810.000.000.00.00.000	STATE SUBSIDY SOCIAL SECURITY	($672,763.00)	($378,220.40)	($642,045.33)	($30,717.67)	$0.00	($30,717.67)	4.57%
	Func: STATE SUBSIDY SOCIAL SECURITY - 7810	($672,763.00)	($378,220.40)	($642,045.33)	($30,717.67)	$0.00	($30,717.67)	4.57%
100.7820.000.000.00.00.000	STATE SUBSIDY RETIREMENT	($2,990,056.00)	($687,962.46)	($1,909,496.31)	($1,080,559.69)	$0.00	($1,080,559.69)	36.14%
	Func: STATE SUBSIDY RETIREMENT - 7820	($2,990,056.00)	($687,962.46)	($1,909,496.31)	($1,080,559.69)	$0.00	($1,080,559.69)	36.14%
	Fund: GENERAL FUND - 100	($33,713,195.00)	($1,933,098.23)	($29,505,767.53)	($4,207,427.47)	$0.00	($4,207,427.47)	12.48%
	Grand Total:	($33,713,195.00)	($1,933,098.23)	($29,505,767.53)	($4,207,427.47)	$0.00	($4,207,427.47)	12.48%

End of Report

Bucks County Technical High School

Summary of Expenditures General Fund

From Date: 5/1/2026 To Date: 6/30/2026

Fiscal Year: 2025-2026

☐ Subtotal by Collapse Mask ☐ Include pre encumbrance ☐ Print accounts with zero balance ☑ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance ☐ Include All Encumbrances

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
100.0761.000.000.00.00.000	FUND BALANCE COMMITTED CAPITAL	$191,537.00	$0.00	($812,298.53)	$1,003,835.53	$0.00	$1,003,835.53	524.09%
	Func: FUND BALANCE COMMITTED CAP PROJ - 0761	$191,537.00	$0.00	($812,298.53)	$1,003,835.53	$0.00	$1,003,835.53	524.09%
100.1100.100.000.00.00.000	Salaries	$5,720,330.00	$1,701,567.37	$5,510,429.31	$209,900.69	$0.00	$209,900.69	3.67%
100.1100.200.000.00.00.000	Employee Benefits	$3,360,853.00	$869,491.07	$3,158,640.32	$202,212.68	$0.00	$202,212.68	6.02%
100.1100.300.000.00.00.000	Professional Services	$27,000.00	$4,050.00	$27,000.00	$0.00	$0.00	$0.00	0.00%
100.1100.400.000.00.00.000	Purchased Property Services	$8,900.00	$1,138.36	$7,494.67	$1,405.33	$0.00	$1,405.33	15.79%
100.1100.500.000.00.00.000	Other Purchased Services	$0.00	$10,000.00	$0.00	$0.00	$0.00	$0.00	0.00%
100.1100.600.000.00.00.000	Supplies	$92,425.00	$17,887.54	$78,391.90	$14,033.10	$0.00	$14,033.10	15.18%
100.1100.800.000.00.00.000	Other Objects	$275.00	$0.00	($10.84)	$285.84	$0.00	$285.84	103.94%
	Func: ACADEMIC INSTRUCTION::::::::: - 1100	$9,209,783.00	$2,604,134.34	$8,781,945.36	$427,837.64	$0.00	$427,837.64	4.65%
100.1211.100.000.00.00.000	Salaries	$335,584.00	$99,182.89	$328,297.90	$7,288.10	$347.80	$6,938.30	2.07%
100.1211.200.000.00.00.000	Employee Benefits	$169,198.00	$42,551.78	$151,799.46	$17,398.54	$0.00	$17,398.54	10.28%
100.1211.500.000.00.00.000	Other Purchased Services	$600.00	$0.00	$0.00	$600.00	$0.00	$600.00	100.00%
100.1211.600.000.00.00.000	Supplies	$6,700.00	$914.16	$6,479.44	$220.56	$0.00	$220.56	3.29%
	Func: LIFE SKILLS - 1211	$512,082.00	$142,648.83	$486,576.80	$25,505.20	$347.80	$25,157.40	4.91%
100.1241.100.000.00.00.000	Salaries	$2,622,852.00	$778,165.26	$2,566,145.05	$56,706.95	$82.73	$56,624.22	2.16%
100.1241.200.000.00.00.000	Employee Benefits	$1,647,390.00	$433,497.74	$1,593,740.52	$53,649.48	$0.00	$53,649.48	3.26%
100.1241.300.000.00.00.000	Professional Services	$5,000.00	$25,969.19	$0.00	$5,000.00	$0.00	$5,000.00	100.00%
100.1241.400.000.00.00.000	Purchased Property Services	$150.00	$0.00	$0.00	$150.00	$0.00	$150.00	100.00%
100.1241.500.000.00.00.000	Other Purchased Services	$0.00	$50,000.00	$0.00	$0.00	$0.00	$0.00	0.00%
100.1241.600.000.00.00.000	Supplies	$25,720.00	$1,709.88	$14,030.05	$11,689.95	$0.00	$11,689.95	45.45%
	Func: LEARNING SUPPORT - 1241	$4,301,112.00	$1,289,342.07	$4,173,915.62	$127,196.38	$82.73	$127,113.65	2.96%
100.1243.100.000.00.00.000	Salaries	$54,213.00	$18,634.77	$54,062.89	$150.11	$0.00	$150.11	0.28%
100.1243.200.000.00.00.000	Employee Benefits	$35,068.00	$9,125.15	$34,277.89	$790.11	$0.00	$790.11	2.25%
100.1243.300.000.00.00.000	Professional Services	$5,000.00	$0.00	$0.00	$5,000.00	$0.00	$5,000.00	100.00%
100.1243.600.000.00.00.000	Supplies	$1,500.00	$227.96	$227.96	$1,272.04	$0.00	$1,272.04	84.80%
100.1243.800.000.00.00.000	Other Objects	$3,000.00	$0.00	$0.00	$3,000.00	$0.00	$3,000.00	100.00%
	Func: GIFTED SUPPORT - 1243	$98,781.00	$25,987.88	$88,568.74	$10,212.26	$0.00	$10,212.26	10.34%
100.1300.100.000.00.00.000	Salaries	$3,546,486.00	$974,311.44	$3,203,384.90	$343,101.10	$0.00	$343,101.10	9.67%
100.1300.200.000.00.00.000	Employee Benefits	$2,167,661.00	$535,280.66	$1,912,142.77	$255,518.23	$0.00	$255,518.23	11.79%
100.1300.300.000.00.00.000	Professional Services	$27,000.00	$4,050.00	$27,000.00	$0.00	$0.00	$0.00	0.00%
100.1300.400.000.00.00.000	Purchased Property Services	$65,150.00	$41,685.29	$49,825.82	$15,324.18	$0.00	$15,324.18	23.52%
100.1300.500.000.00.00.000	Other Purchased Services	$19,488.00	$9,445.76	$13,795.76	$5,692.24	$0.00	$5,692.24	29.21%
100.1300.600.000.00.00.000	Supplies	$589,216.00	$154,008.61	$527,638.58	$61,577.42	$0.00	$61,577.42	10.45%
100.1300.700.000.00.00.000	Equipment	$55,449.00	($14,069.89)	$54,001.45	$1,447.55	$0.00	$1,447.55	2.61%
100.1300.800.000.00.00.000	Other Objects	$11,470.00	$526.00	$2,308.00	$9,162.00	$0.00	$9,162.00	79.88%
	Func: VOCATIONAL INSTRUCTION::::::: - 1300	$6,481,920.00	$1,705,237.87	$5,790,097.28	$691,822.72	$0.00	$691,822.72	10.67%
100.1450.100.000.00.00.000	Salaries	$15,240.00	$3,198.83	$11,747.59	$3,492.41	$0.00	$3,492.41	22.92%
100.1450.200.000.00.00.000	Employee Benefits	$6,500.00	$1,378.74	$4,917.01	$1,582.99	$0.00	$1,582.99	24.35%
	Func: Tutoring After School - 1450	$21,740.00	$4,577.57	$16,664.60	$5,075.40	$0.00	$5,075.40	23.35%
100.2111.100.000.00.00.000	Salaries	$202,509.00	$43,057.10	$200,306.76	$2,202.24	$0.00	$2,202.24	1.09%
100.2111.200.000.00.00.000	Employee Benefits	$121,112.00	$21,949.31	$113,540.23	$7,571.77	$0.00	$7,571.77	6.25%
100.2111.500.000.00.00.000	Other Purchased Services	$400.00	$0.00	$0.00	$400.00	$0.00	$400.00	100.00%
100.2111.600.000.00.00.000	Supplies	$2,100.00	$0.00	$0.00	$2,100.00	$0.00	$2,100.00	100.00%

Summary of Expenditures General Fund

From Date: 5/1/2026 To Date: 6/30/2026

Fiscal Year: 2025-2026

☐ Subtotal by Collapse Mask ☐ Include pre encumbrance ☐ Print accounts with zero balance ☑ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance ☐ Include All Encumbrances

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
100.2111.800.000.00.00.000	Other Objects	$800.00	$0.00	$700.00	$100.00	$0.00	$100.00	12.50%
	Func: SUPERVISION OF STUDENT SRVS - 2111	$326,921.00	$65,006.41	$314,546.99	$12,374.01	$0.00	$12,374.01	3.79%
100.2122.100.000.00.00.000	Salaries	$487,716.00	$144,348.96	$481,513.95	$6,202.05	$0.00	$6,202.05	1.27%
100.2122.200.000.00.00.000	Employee Benefits	$317,238.00	$78,948.73	$299,689.74	$17,548.26	$0.00	$17,548.26	5.53%
100.2122.300.000.00.00.000	Professional Services	$74,305.00	$6,168.87	$27,286.30	$47,018.70	$0.00	$47,018.70	63.28%
100.2122.400.000.00.00.000	Purchased Property Services	$3,000.00	$0.00	$0.00	$3,000.00	$0.00	$3,000.00	100.00%
100.2122.500.000.00.00.000	Other Purchased Services	$3,500.00	$300.21	$2,470.18	$1,029.82	$0.00	$1,029.82	29.42%
100.2122.600.000.00.00.000	Supplies	$33,781.00	$1,427.52	$27,294.40	$6,486.60	$0.00	$6,486.60	19.20%
100.2122.800.000.00.00.000	Other Objects	$400.00	$0.00	$460.00	($60.00)	$0.00	($60.00)	-15.00%
	Func: SUPPORT SVCS PUPIL PERSONNEL:: - 2122	$919,940.00	$231,192.29	$838,714.57	$81,225.43	$0.00	$81,225.43	8.83%
100.2126.100.000.00.00.000	Salaries	$243,822.00	$71,406.49	$243,543.71	$278.29	$0.00	$278.29	0.11%
100.2126.200.000.00.00.000	Employee Benefits	$141,996.00	$34,579.28	$124,502.86	$17,493.14	$0.00	$17,493.14	12.32%
100.2126.500.000.00.00.000	Other Purchased Services	$7,000.00	$1,788.76	$5,602.30	$1,397.70	$0.00	$1,397.70	19.97%
100.2126.600.000.00.00.000	Supplies	$1,500.00	$4.52	$1,380.40	$119.60	$0.00	$119.60	7.97%
100.2126.800.000.00.00.000	Other Objects	$1,100.00	$0.00	$208.25	$891.75	$0.00	$891.75	81.07%
	Func: PLACEMENT SERVICES STW:::::: - 2126	$395,418.00	$107,779.05	$375,237.52	$20,180.48	$0.00	$20,180.48	5.10%
100.2140.100.000.00.00.000	Salaries	$225,406.00	$67,770.89	$224,348.93	$1,057.07	$0.00	$1,057.07	0.47%
100.2140.200.000.00.00.000	Employee Benefits	$143,919.00	$36,919.78	$140,336.78	$3,582.22	$0.00	$3,582.22	2.49%
100.2140.300.000.00.00.000	Professional Services	$2,000.00	$0.00	$0.00	$2,000.00	$0.00	$2,000.00	100.00%
100.2140.500.000.00.00.000	Other Purchased Services	$500.00	$0.00	$0.00	$500.00	$0.00	$500.00	100.00%
100.2140.600.000.00.00.000	Supplies	$5,000.00	$425.00	$1,318.95	$3,681.05	$0.00	$3,681.05	73.62%
	Func: PSYCHOLOGICAL SERVICES:::::: - 2140	$376,825.00	$105,115.67	$366,004.66	$10,820.34	$0.00	$10,820.34	2.87%
100.2160.100.000.00.00.000	Salaries	$84,528.00	$24,503.52	$80,116.86	$4,411.14	$0.00	$4,411.14	5.22%
100.2160.200.000.00.00.000	Employee Benefits	$44,280.00	$13,635.08	$52,101.31	($7,821.31)	$0.00	($7,821.31)	-17.66%
100.2160.300.000.00.00.000	Professional Services	$93,000.00	$17,669.00	$93,000.00	$0.00	$0.00	$0.00	0.00%
100.2160.500.000.00.00.000	Other Purchased Services	$500.00	$147.94	$377.54	$122.46	$0.00	$122.46	24.49%
100.2160.600.000.00.00.000	Supplies	$500.00	$0.00	$257.00	$243.00	$0.00	$243.00	48.60%
	Func: SOCIAL WORK SERVICES - 2160	$222,808.00	$56,155.54	$225,852.71	($3,044.71)	$0.00	($3,044.71)	-1.37%
100.2170.100.000.00.00.000	Salaries	$34,525.00	$8,897.00	$33,415.02	$1,109.98	$0.00	$1,109.98	3.22%
100.2170.200.000.00.00.000	Employee Benefits	$24,496.00	$6,576.57	$19,696.35	$4,799.65	$0.00	$4,799.65	19.59%
	Func: STUDENT ACCTG SRVS - 2170	$59,021.00	$15,473.57	$53,111.37	$5,909.63	$0.00	$5,909.63	10.01%
100.2220.600.000.00.00.000	Supplies	$1,000.00	$0.00	$2,165.12	($1,165.12)	$0.00	($1,165.12)	-116.51%
	Func: AUDIOVISUAL SERVICES:::::::: - 2220	$1,000.00	$0.00	$2,165.12	($1,165.12)	$0.00	($1,165.12)	-116.51%
100.2240.100.000.00.00.000	Salaries	$154,801.00	$45,086.31	$153,674.66	$1,126.34	$0.00	$1,126.34	0.73%
100.2240.200.000.00.00.000	Employee Benefits	$101,492.00	$24,777.40	$96,899.18	$4,592.82	$0.00	$4,592.82	4.53%
100.2240.600.000.00.00.000	Supplies	$9,350.00	$0.00	$5,262.91	$4,087.09	$0.00	$4,087.09	43.71%
	Func: COMPUTER ASSIST INSTRUCTL SVCS - 2240	$265,643.00	$69,863.71	$255,836.75	$9,806.25	$0.00	$9,806.25	3.69%
100.2250.100.000.00.00.000	Salaries	$111,501.00	$33,289.58	$108,126.00	$3,375.00	$0.00	$3,375.00	3.03%
100.2250.200.000.00.00.000	Employee Benefits	$57,163.00	$15,841.03	$54,360.45	$2,802.55	$0.00	$2,802.55	4.90%
100.2250.600.000.00.00.000	Supplies	$13,580.00	$0.00	$11,434.73	$2,145.27	$0.00	$2,145.27	15.80%
100.2250.800.000.00.00.000	Other Objects	$670.00	$0.00	$752.00	($82.00)	$0.00	($82.00)	-12.24%
	Func: SCHOOL LIBRARY SERVICES:::::: - 2250	$182,914.00	$49,110.61	$174,673.18	$8,240.82	$0.00	$8,240.82	4.51%

Summary of Expenditures General Fund

From Date: 5/1/2026 To Date: 6/30/2026

Fiscal Year: 2025-2026

☐ Subtotal by Collapse Mask ☐ Include pre encumbrance ☐ Print accounts with zero balance ☑ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance ☐ Include All Encumbrances

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
100.2260.100.000.00.00.000	Salaries	$181,034.00	$29,962.40	$237,782.93	($56,748.93)	$0.00	($56,748.93)	-31.35%
100.2260.200.000.00.00.000	Employee Benefits	$109,899.00	$20,493.77	$97,808.59	$12,090.41	$0.00	$12,090.41	11.00%
100.2260.400.000.00.00.000	Purchased Property Services	$450.00	$0.00	$0.00	$450.00	$0.00	$450.00	100.00%
100.2260.500.000.00.00.000	Other Purchased Services	$100.00	$0.00	$0.00	$100.00	$0.00	$100.00	100.00%
100.2260.600.000.00.00.000	Supplies	$4,000.00	$54.84	$247.28	$3,752.72	$0.00	$3,752.72	93.82%
100.2260.800.000.00.00.000	Other Objects	$2,250.00	$0.00	$100.00	$2,150.00	$0.00	$2,150.00	95.56%
	Func: INSTR/CURRIC DEVELOPMENT:::::: - 2260	$297,733.00	$50,511.01	$335,938.80	($38,205.80)	$0.00	($38,205.80)	-12.83%
100.2270.100.000.00.00.000	Salaries	$11,850.00	$3,185.00	$6,782.50	$5,067.50	$0.00	$5,067.50	42.76%
100.2270.200.000.00.00.000	Employee Benefits	$5,055.00	$1,356.24	$2,843.74	$2,211.26	$0.00	$2,211.26	43.74%
100.2270.500.000.00.00.000	Other Purchased Services	$0.00	$0.00	$67.48	($67.48)	$0.00	($67.48)	0.00%
100.2270.600.000.00.00.000	Supplies	$9,500.00	$0.00	$7,807.76	$1,692.24	$0.00	$1,692.24	17.81%
	Func: INSTR/STAFF DEVELOPMENT::::::: - 2270	$26,405.00	$4,541.24	$17,501.48	$8,903.52	$0.00	$8,903.52	33.72%
100.2271.200.000.00.00.000	Employee Benefits	$90,600.00	$44,607.35	$90,747.25	($147.25)	$0.00	($147.25)	-0.16%
100.2271.300.000.00.00.000	Professional Services	$18,775.00	$8,986.89	$12,998.07	$5,776.93	$0.00	$5,776.93	30.77%
100.2271.500.000.00.00.000	Other Purchased Services	$6,130.00	$181.25	$3,626.45	$2,503.55	$0.00	$2,503.55	40.84%
	Func: - 2271	$115,505.00	$53,775.49	$107,371.77	$8,133.23	$0.00	$8,133.23	7.04%
100.2272.200.000.00.00.000	Employee Benefits	$2,000.00	$0.00	$0.00	$2,000.00	$0.00	$2,000.00	100.00%
100.2272.300.000.00.00.000	Professional Services	$1,400.00	$0.00	$420.00	$980.00	$0.00	$980.00	70.00%
100.2272.500.000.00.00.000	Other Purchased Services	$1,000.00	$36.08	$36.08	$963.92	$0.00	$963.92	96.39%
	Func: Instructional Staff Devel - NonCertified - 2272	$4,400.00	$36.08	$456.08	$3,943.92	$0.00	$3,943.92	89.63%
100.2290.100.000.00.00.000	Salaries	$273,230.00	$57,760.85	$230,497.23	$42,732.77	$0.00	$42,732.77	15.64%
100.2290.200.000.00.00.000	Employee Benefits	$176,562.00	$30,883.23	$133,137.39	$43,424.61	$0.00	$43,424.61	24.59%
100.2290.300.000.00.00.000	Professional Services	$0.00	$0.00	($50.00)	$50.00	$0.00	$50.00	0.00%
100.2290.400.000.00.00.000	Purchased Property Services	$1,500.00	$0.00	$0.00	$1,500.00	$0.00	$1,500.00	100.00%
100.2290.500.000.00.00.000	Other Purchased Services	$90.00	$58.29	$138.29	($48.29)	$0.00	($48.29)	-53.66%
100.2290.600.000.00.00.000	Supplies	$12,950.00	$2,315.66	$11,618.40	$1,331.60	$0.00	$1,331.60	10.28%
	Func: OTHER INSTR STAFF SVCS::::::: - 2290	$464,332.00	$91,018.03	$375,341.31	$88,990.69	$0.00	$88,990.69	19.17%
100.2310.100.000.00.00.000	Salaries	$7,000.00	$3,500.00	$7,000.00	$0.00	$0.00	$0.00	0.00%
100.2310.200.000.00.00.000	Employee Benefits	$2,986.00	$1,483.89	$2,937.13	$48.87	$0.00	$48.87	1.64%
100.2310.500.000.00.00.000	Other Purchased Services	$2,425.00	$45.00	$474.75	$1,950.25	$0.00	$1,950.25	80.42%
100.2310.600.000.00.00.000	Supplies	$10,000.00	$93.38	$3,560.38	$6,439.62	$0.00	$6,439.62	64.40%
100.2310.800.000.00.00.000	Other Objects	$5,700.00	$0.00	$5,700.00	$0.00	$0.00	$0.00	0.00%
	Func: BOARD SERVICES::::::::::::: - 2310	$28,111.00	$5,122.27	$19,672.26	$8,438.74	$0.00	$8,438.74	30.02%
100.2320.100.000.00.00.000	Salaries	$1,000.00	$500.00	$1,000.00	$0.00	$0.00	$0.00	0.00%
100.2320.200.000.00.00.000	Employee Benefits	$427.00	$211.22	$418.06	$8.94	$0.00	$8.94	2.09%
100.2320.500.000.00.00.000	Other Purchased Services	$100.00	$0.00	$0.00	$100.00	$0.00	$100.00	100.00%
	Func: BOARD TREASURER SVCS::::::::: - 2320	$1,527.00	$711.22	$1,418.06	$108.94	$0.00	$108.94	7.13%
100.2340.300.000.00.00.000	Professional Services	$3,000.00	$0.00	$484.00	$2,516.00	$0.00	$2,516.00	83.87%
	Func: STAFF RELATIONS/NEGOT SVCS:::: - 2340	$3,000.00	$0.00	$484.00	$2,516.00	$0.00	$2,516.00	83.87%
100.2350.300.000.00.00.000	Professional Services	$77,475.00	$34,222.50	$61,567.50	$15,907.50	$0.00	$15,907.50	20.53%
	Func: LEGAL SERVICES::::::::::::: - 2350	$77,475.00	$34,222.50	$61,567.50	$15,907.50	$0.00	$15,907.50	20.53%
100.2360.100.000.00.00.000	Salaries	$258,110.00	$113,533.06	$310,806.11	($52,696.11)	$0.00	($52,696.11)	-20.42%

Summary of Expenditures General Fund

From Date: 5/1/2026 To Date: 6/30/2026

Fiscal Year: 2025-2026

☐ Subtotal by Collapse Mask ☐ Include pre encumbrance ☐ Print accounts with zero balance ☑ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance ☐ Include All Encumbrances

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
100.2360.200.000.00.00.000	Employee Benefits	$183,144.00	$31,074.91	$182,584.80	$20,559.20	$0.00	$20,559.20	11.23%
100.2360.400.000.00.00.000	Purchased Property Services	$500.00	$0.00	$164.17	$335.83	$0.00	$335.83	67.17%
100.2360.500.000.00.00.000	Other Purchased Services	$3,000.00	$69.60	$1,046.13	$1,953.87	$0.00	$1,953.87	65.13%
100.2360.600.000.00.00.000	Supplies	$9,100.00	$854.13	$9,504.11	($404.11)	$0.00	($404.11)	-4.44%
100.2360.800.000.00.00.000	Other Objects	$7,800.00	$0.00	$980.00	$6,820.00	$0.00	$6,820.00	87.44%
	Func: OFFICE OF THE DIRECTOR:::::::: - 2360	$461,654.00	$145,531.70	$485,085.32	($23,431.32)	$0.00	($23,431.32)	-5.08%
100.2380.100.000.00.00.000	Salaries	$993,844.00	$174,289.67	$946,038.94	$47,805.06	$0.00	$47,805.06	4.81%
100.2380.200.000.00.00.000	Employee Benefits	$612,940.00	$91,985.33	$516,046.99	$96,893.01	$0.00	$96,893.01	15.81%
100.2380.400.000.00.00.000	Purchased Property Services	$0.00	$0.00	$111.90	($111.90)	$0.00	($111.90)	0.00%
100.2380.500.000.00.00.000	Other Purchased Services	$24,955.00	$1,500.00	$17,416.54	$7,538.46	$0.00	$7,538.46	30.21%
100.2380.600.000.00.00.000	Supplies	$55,250.00	$9,105.66	$19,015.79	$36,234.21	$0.00	$36,234.21	65.58%
100.2380.800.000.00.00.000	Other Objects	$4,350.00	$0.00	$5,408.00	($1,058.00)	$0.00	($1,058.00)	-24.32%
	Func: OFFICE OF THE PRINCIPAL:::::: - 2380	$1,691,339.00	$276,880.66	$1,504,038.16	$187,300.84	$0.00	$187,300.84	11.07%
100.2400.100.000.00.00.000	Salaries	$96,076.00	$17,048.66	$62,041.74	$34,034.26	$0.00	$34,034.26	35.42%
100.2400.200.000.00.00.000	Employee Benefits	$44,521.00	$7,378.47	$27,942.95	$16,578.05	$0.00	$16,578.05	37.24%
100.2400.300.000.00.00.000	Professional Services	$37,225.00	$24,481.47	$82,250.67	($45,025.67)	$0.00	($45,025.67)	-120.96%
100.2400.600.000.00.00.000	Supplies	$4,000.00	$1,428.18	$3,765.64	$234.36	$0.00	$234.36	5.86%
	Func: SUPPORT SVCS PUPIL HEALTH::::: - 2400	$181,822.00	$50,336.78	$176,001.00	$5,821.00	$0.00	$5,821.00	3.20%
100.2500.100.000.00.00.000	Salaries	$481,399.00	$107,583.86	$489,982.61	($8,583.61)	$0.00	($8,583.61)	-1.78%
100.2500.200.000.00.00.000	Employee Benefits	$327,991.00	$56,756.84	$303,537.74	$24,453.26	$0.00	$24,453.26	7.46%
100.2500.300.000.00.00.000	Professional Services	$10,500.00	$8,877.07	$10,053.57	$446.43	$0.00	$446.43	4.25%
100.2500.400.000.00.00.000	Purchased Property Services	$38,125.00	$37,128.50	$69,955.67	($31,830.67)	$0.00	($31,830.67)	-83.49%
100.2500.500.000.00.00.000	Other Purchased Services	$19,925.00	$1,546.05	$7,612.13	$12,312.87	$0.00	$12,312.87	61.80%
100.2500.600.000.00.00.000	Supplies	$9,350.00	$1,990.40	$934.60	$8,415.40	$0.00	$8,415.40	90.00%
100.2500.800.000.00.00.000	Other Objects	$2,625.00	$0.00	$819.00	$1,806.00	$0.00	$1,806.00	68.80%
	Func: SUPPORT SVCS BUSINESS::::::::: - 2500	$889,915.00	$213,882.72	$882,895.32	$7,019.68	$0.00	$7,019.68	0.79%
100.2600.100.000.00.00.000	Salaries	$973,640.00	$211,307.11	$910,401.38	$63,238.62	$0.00	$63,238.62	6.50%
100.2600.200.000.00.00.000	Employee Benefits	$629,049.00	$119,567.62	$554,749.43	$74,299.57	$0.00	$74,299.57	11.81%
100.2600.300.000.00.00.000	Professional Services	$457,128.00	$103,930.83	$140,427.90	$316,700.10	$0.00	$316,700.10	69.28%
100.2600.400.000.00.00.000	Purchased Property Services	$696,980.00	$547,577.16	$651,410.91	$45,569.09	$0.00	$45,569.09	6.54%
100.2600.500.000.00.00.000	Other Purchased Services	$330,484.00	$4,962.34	$304,896.42	$25,587.58	$0.00	$25,587.58	7.74%
100.2600.600.000.00.00.000	Supplies	$502,956.00	$238,670.11	$563,293.35	($60,337.35)	$0.00	($60,337.35)	-12.00%
100.2600.700.000.00.00.000	Equipment	$28,894.00	$12,852.00	$28,893.53	$0.47	$0.00	$0.47	0.00%
100.2600.800.000.00.00.000	Other Objects	$6,600.00	$0.00	$2,205.31	$4,394.69	$0.00	$4,394.69	66.59%
	Func: OPERATION/MAINT OF PLANT SVCS: - 2600	$3,625,731.00	$1,238,867.17	$3,156,278.23	$469,452.77	$0.00	$469,452.77	12.95%
100.2660.100.000.00.00.000	Salaries	$244,376.00	$62,494.57	$234,768.32	$9,607.68	$0.00	$9,607.68	3.93%
100.2660.200.000.00.00.000	Employee Benefits	$170,669.00	$38,058.12	$168,777.41	$1,891.59	$0.00	$1,891.59	1.11%
100.2660.300.000.00.00.000	Professional Services	$32,500.00	$0.00	$7,696.27	$24,803.73	$0.00	$24,803.73	76.32%
100.2660.400.000.00.00.000	Purchased Property Services	$21,250.00	$0.00	$8,504.26	$12,745.74	$0.00	$12,745.74	59.98%
100.2660.500.000.00.00.000	Other Purchased Services	$850.00	$0.00	$0.00	$850.00	$0.00	$850.00	100.00%
100.2660.600.000.00.00.000	Supplies	$6,950.00	$402.96	($7,261.74)	$14,211.74	$0.00	$14,211.74	204.49%
	Func: SECURITY SERVICES:::::::::: - 2660	$476,595.00	$100,955.65	$412,484.52	$64,110.48	$0.00	$64,110.48	13.45%
100.2818.100.000.00.00.000	Salaries	$314,002.00	$66,255.42	$309,049.48	$4,952.52	$0.00	$4,952.52	1.58%
100.2818.200.000.00.00.000	Employee Benefits	$185,051.00	$33,995.44	$177,630.71	$7,420.29	$0.00	$7,420.29	4.01%
100.2818.300.000.00.00.000	Professional Services	$5,500.00	$837.00	$3,507.27	$1,992.73	$0.00	$1,992.73	36.23%

Summary of Expenditures General Fund

From Date: 5/1/2026 To Date: 6/30/2026

Fiscal Year: 2025-2026

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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
100.2818.400.000.00.00.000	Purchased Property Services	$16,000.00	$0.00	$309.38	$15,690.62	$0.00	$15,690.62	98.07%
100.2818.500.000.00.00.000	Other Purchased Services	$32,100.00	$23,486.22	$24,044.22	$8,055.78	$0.00	$8,055.78	25.10%
100.2818.600.000.00.00.000	Supplies	$486,900.00	$78,467.71	$445,614.55	$41,285.45	$0.00	$41,285.45	8.48%
100.2818.700.000.00.00.000	Equipment	$8,000.00	$0.00	$0.00	$8,000.00	$0.00	$8,000.00	100.00%
100.2818.800.000.00.00.000	Other Objects	$500.00	$0.00	$415.00	$85.00	$0.00	$85.00	17.00%
	Func: SYS-WIDE TECHNOLOGY SVCS:::::: - 2818	$1,048,053.00	$203,041.79	$960,570.61	$87,482.39	$0.00	$87,482.39	8.35%
100.2832.100.000.00.00.000	Salaries	$98,419.00	$21,299.57	$98,418.92	$0.08	$0.00	$0.08	0.00%
100.2832.200.000.00.00.000	Employee Benefits	$66,830.00	$11,970.11	$64,612.35	$2,217.65	$0.00	$2,217.65	3.32%
100.2832.300.000.00.00.000	Professional Services	$7,725.00	$0.00	$5,248.50	$2,476.50	$0.00	$2,476.50	32.08%
100.2832.500.000.00.00.000	Other Purchased Services	$3,500.00	$0.00	$31.18	$3,468.82	$0.00	$3,468.82	99.11%
100.2832.600.000.00.00.000	Supplies	$3,500.00	$428.69	$1,503.77	$1,996.23	$0.00	$1,996.23	57.04%
100.2832.800.000.00.00.000	Other Objects	$8,000.00	$1,314.27	$4,532.95	$3,467.05	$0.00	$3,467.05	43.34%
	Func: STAFF SERVICES - 2832	$187,974.00	$35,012.64	$174,347.67	$13,626.33	$0.00	$13,626.33	7.25%
100.2834.200.000.00.00.000	Employee Benefits	$24,700.00	$11,266.88	$17,400.88	$7,299.12	$0.00	$7,299.12	29.55%
100.2834.300.000.00.00.000	Professional Services	$20,320.00	$714.89	$10,615.51	$9,704.49	$0.00	$9,704.49	47.76%
100.2834.500.000.00.00.000	Other Purchased Services	$28,800.00	$31.46	$9,661.50	$19,138.50	$0.00	$19,138.50	66.45%
	Func: STAFF DEVELOP SVCS CERT ADMIN - 2834	$73,820.00	$12,013.23	$37,677.89	$36,142.11	$0.00	$36,142.11	48.96%
100.2836.200.000.00.00.000	Employee Benefits	$8,950.00	$0.00	$1,000.00	$7,950.00	$0.00	$7,950.00	88.83%
100.2836.300.000.00.00.000	Professional Services	$10,375.00	$445.13	$5,570.33	$4,804.67	$0.00	$4,804.67	46.31%
100.2836.500.000.00.00.000	Other Purchased Services	$10,006.00	$820.60	$1,030.39	$8,975.61	$0.00	$8,975.61	89.70%
	Func: STAFF DEVELOP SVCS NON-CERT - 2836	$29,331.00	$1,265.73	$7,600.72	$21,730.28	$0.00	$21,730.28	74.09%
100.3210.100.000.00.00.000	Salaries	$36,900.00	$30,560.00	$30,560.00	$6,340.00	$0.00	$6,340.00	17.18%
100.3210.200.000.00.00.000	Employee Benefits	$15,738.00	$12,862.10	$12,862.10	$2,875.90	$0.00	$2,875.90	18.27%
100.3210.300.000.00.00.000	Professional Services	$3,000.00	$0.00	$3,000.00	$0.00	$0.00	$0.00	0.00%
100.3210.500.000.00.00.000	Other Purchased Services	$71,685.00	$9,972.60	$71,549.76	$135.24	$0.00	$135.24	0.19%
100.3210.600.000.00.00.000	Supplies	$70,200.00	$6,210.95	$56,035.20	$14,164.80	$0.00	$14,164.80	20.18%
100.3210.800.000.00.00.000	Other Objects	$16,240.00	($2,505.00)	$26,137.54	($9,897.54)	$0.00	($9,897.54)	-60.95%
	Func: STUDENT ACTIVITIES:::::::::: - 3210	$213,763.00	$57,100.65	$200,144.60	$13,618.40	$0.00	$13,618.40	6.37%
100.4200.400.000.00.00.000	Purchased Property Services	$107,569.00	$331,637.80	$521,021.39	($413,452.39)	$0.00	($413,452.39)	-384.36%
	Func: Existing Site Improvements - 4200	$107,569.00	$331,637.80	$521,021.39	($413,452.39)	$0.00	($413,452.39)	-384.36%
100.5140.800.000.00.00.000	Other Objects	$15,113.00	$182.42	$15,088.21	$24.79	$0.00	$24.79	0.16%
100.5140.900.000.00.00.000	PRINCIPAL	$99,583.00	$4,712.27	$99,533.47	$49.53	$0.00	$49.53	0.05%
	Func: LEASE - 5140	$114,696.00	$4,894.69	$114,621.68	$74.32	$0.00	$74.32	0.06%
100.5800.200.000.00.00.000	Employee Benefits	$0.00	($78,471.89)	($78.54)	$78.54	$0.00	$78.54	0.00%
100.5800.400.000.00.00.000	Purchased Property Services	$0.00	($14,224.20)	($67,706.86)	$67,706.86	$0.00	$67,706.86	0.00%
100.5800.600.000.00.00.000	Supplies	$0.00	$21,914.63	($398,323.24)	$398,323.24	$0.00	$398,323.24	0.00%
	Func: SUSPENSE ACCOUNTS:::::::::: - 5800	$0.00	($70,781.48)	($486,108.64)	$466,108.64	$0.00	$466,108.64	0.00%
100.5900.000.000.00.00.000	BUDGETARY RESERVE	$25,000.00	$0.00	$0.00	$25,000.00	$0.00	$25,000.00	100.00%
	Func: BUDGETARY RESERVE:::::::::: - 5900	$25,000.00	$0.00	$0.00	$25,000.00	$0.00	$25,000.00	100.00%
	Fund: GENERAL FUND - 100	$33,713,195.00	$9,312,203.00	$30,218,022.47	$3,495,172.53	$430.53	$3,494,742.00	10.37%

Summary of Expenditures General Fund

From Date: 5/1/2026 To Date: 6/30/2026

Fiscal Year: 2025-2026

☐ Subtotal by Collapse Mask ☐ Include pre encumbrance ☐ Print accounts with zero balance ☑ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance ☐ Include All Encumbrances

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
Grand Total:		$33,713,195.00	$9,312,203.00	$30,218,022.47	$3,495,172.53	$430.53	$3,494,742.00	10.37%

End of Report

Bucks County Technical High School

Summary of Receipts - State & Local Program

From Date: 5/1/2026 To Date: 6/30/2026

Fiscal Year: 2025-2026

☐ Subtotal by Collapse Mask ☐ Include pre encumbrance ☐ Print accounts with zero balance ☑ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance ☐ Include All Encumbrances

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
135.6990.000.000.00.00.000	REVENUE G HAAS GRANT 2026-28	($30,000.00)	$0.00	($30,000.00)	$0.00	$0.00	$0.00	0.00%
	Func: - 6990	($30,000.00)	$0.00	($30,000.00)	$0.00	$0.00	$0.00	0.00%
	Fund: HAAS FOUNDATION 135 - 2026-28 - 135	($30,000.00)	$0.00	($30,000.00)	$0.00	$0.00	$0.00	0.00%
136.6990.000.000.00.00.000	REVENUE HAAS FOUNDATION GRT 23	($1,587.99)	$0.00	($1,587.99)	$0.00	$0.00	$0.00	0.00%
	Func: - 6990	($1,587.99)	$0.00	($1,587.99)	$0.00	$0.00	$0.00	0.00%
	Fund: HAAS FOUNDATION GRANT - 136	($1,587.99)	$0.00	($1,587.99)	$0.00	$0.00	$0.00	0.00%
137.6990.000.000.00.00.000	REVENUE HAAS FOUNDATION GRT 24	($30,000.00)	$0.00	($30,000.00)	$0.00	$0.00	$0.00	0.00%
	Func: - 6990	($30,000.00)	$0.00	($30,000.00)	$0.00	$0.00	$0.00	0.00%
	Fund: HAAS FOUNDATION GRANT 24-26 - 137	($30,000.00)	$0.00	($30,000.00)	$0.00	$0.00	$0.00	0.00%
141.7362.000.000.00.00.000		($28,215.00)	$0.00	$0.00	($28,215.00)	$0.00	($28,215.00)	100.00%
	Func: MENTAL HEALTH & SAFETY - 7362	($28,215.00)	$0.00	$0.00	($28,215.00)	$0.00	($28,215.00)	100.00%
	Fund: PCCD SECURITY ENHANCE GRANT 2025 - 141	($28,215.00)	$0.00	$0.00	($28,215.00)	$0.00	($28,215.00)	100.00%
143.7362.000.000.00.00.000		($70,000.00)	$0.00	$0.00	($70,000.00)	$0.00	($70,000.00)	100.00%
	Func: MENTAL HEALTH & SAFETY - 7362	($70,000.00)	$0.00	$0.00	($70,000.00)	$0.00	($70,000.00)	100.00%
	Fund: PCCD SECURITY ENHANCEMENTS - 143	($70,000.00)	$0.00	$0.00	($70,000.00)	$0.00	($70,000.00)	100.00%
144.7362.000.000.00.00.000		($1,631.50)	$0.00	($1,631.50)	$0.00	$0.00	$0.00	0.00%
	Func: MENTAL HEALTH & SAFETY - 7362	($1,631.50)	$0.00	($1,631.50)	$0.00	$0.00	$0.00	0.00%
	Fund: PCCD MENTAL HEALTH GRANT - 144	($1,631.50)	$0.00	($1,631.50)	$0.00	$0.00	$0.00	0.00%
145.6829.000.000.00.00.000	REVENUE Pre-Apprentice Grant	($36,689.36)	$0.00	($36,689.36)	$0.00	$0.00	$0.00	0.00%
	Func: - 6829	($36,689.36)	$0.00	($36,689.36)	$0.00	$0.00	$0.00	0.00%
	Fund: PAsmart Grant NOO#020-21-009 - 145	($36,689.36)	$0.00	($36,689.36)	$0.00	$0.00	$0.00	0.00%
147.6829.000.000.00.00.000	REVENUE PA Smart PRE-APPRENTIC	($24,814.52)	($24,208.35)	($24,208.35)	($406.17)	$0.00	($406.17)	1.65%
	Func: - 6829	($24,814.52)	($24,208.35)	($24,208.35)	($406.17)	$0.00	($406.17)	1.65%
	Fund: PA Smart Pre-Apprentice Grant - 147	($24,814.52)	($24,208.35)	($24,208.35)	($406.17)	$0.00	($406.17)	1.65%
150.7350.000.000.00.00.000		($617,500.00)	$0.00	$0.00	($617,500.00)	$0.00	($617,500.00)	100.00%
	Func: Revenue - School Facility Improvements - 7350	($617,500.00)	$0.00	$0.00	($617,500.00)	$0.00	($617,500.00)	100.00%
	Fund: FACILITY IMPROV GRNT - 150	($617,500.00)	$0.00	$0.00	($617,500.00)	$0.00	($617,500.00)	100.00%
152.7220.000.000.00.00.000		($85,000.00)	($84,574.30)	($84,574.30)	($425.70)	$0.00	($425.70)	0.50%
	Func: STATE SUBSIDY VOCTL EDUCATION - 7220	($85,000.00)	($84,574.30)	($84,574.30)	($425.70)	$0.00	($425.70)	0.50%
	Fund: EQUIP GRNT - 152	($85,000.00)	($84,574.30)	($84,574.30)	($425.70)	$0.00	($425.70)	0.50%
154.7509.000.000.00.00.000		($429,103.55)	$0.00	($429,103.55)	$0.00	$0.00	$0.00	0.00%
	Func: REVENUE SUPPL EQ - 7509	($429,103.55)	$0.00	($429,103.55)	$0.00	$0.00	$0.00	0.00%

Summary of Receipts - State & Local Program

From Date: 5/1/2026 To Date: 6/30/2026

Fiscal Year: 2025-2026

☐ Subtotal by Collapse Mask ☐ Include pre encumbrance ☐ Print accounts with zero balance ☑ Filter Encumbrance Detail by Date Range
☐ Exclude Inactive Accounts with zero balance ☐ Include All Encumbrances

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
	Fund: SUPPL EQUIP GRANT 25-26 - 154	($429,103.55)	$0.00	($429,103.55)	$0.00	$0.00	$0.00	0.00%
	Grand Total:	($1,354,341.92)	($108,782.65)	($637,795.05)	($716,546.87)	$0.00	($716,546.87)	52.91%

End of Report

Bucks County Technical High School

Summary of Expenditures - State & Local Programs

From Date: 5/1/2026 To Date: 6/30/2026

Fiscal Year: 2025-2026

☐ Subtotal by Collapse Mask ☐ Include pre encumbrance ☐ Print accounts with zero balance ☑ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance ☐ Include All Encumbrances

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
135.1300.600.000.00.00.000	Supplies	$30,000.00	$0.00	$0.00	$30,000.00	$0.00	$30,000.00	100.00%
	Fund: HAAS FOUNDATION 135 - 2026-28 - 135	$30,000.00	$0.00	$0.00	$30,000.00	$0.00	$30,000.00	100.00%
136.1300.600.000.00.00.000	Supplies	$1,587.99	$0.00	$1,587.99	$0.00	$0.00	$0.00	0.00%
	Fund: HAAS FOUNDATION GRANT - 136	$1,587.99	$0.00	$1,587.99	$0.00	$0.00	$0.00	0.00%
137.1300.600.000.00.00.000	Supplies	$30,000.00	$24,211.80	$29,551.24	$448.76	$0.00	$448.76	1.50%
	Fund: HAAS FOUNDATION GRANT 24-26 - 137	$30,000.00	$24,211.80	$29,551.24	$448.76	$0.00	$448.76	1.50%
141.4200.400.000.00.00.000	Purchased Property Services	$28,215.00	$28,215.00	$28,215.00	$0.00	$0.00	$0.00	0.00%
	Fund: PCCD SECURITY ENHANCE GRANT 2025 - 141	$28,215.00	$28,215.00	$28,215.00	$0.00	$0.00	$0.00	0.00%
143.4200.400.000.00.00.000	Purchased Property Services	$70,000.00	$70,000.00	$70,000.00	$0.00	$0.00	$0.00	0.00%
	Fund: PCCD SECURITY ENHANCEMENTS - 143	$70,000.00	$70,000.00	$70,000.00	$0.00	$0.00	$0.00	0.00%
144.1241.600.000.00.00.000	Supplies	$1,631.50	$0.00	$1,631.50	$0.00	$0.00	$0.00	0.00%
	Fund: PCCD MENTAL HEALTH GRANT - 144	$1,631.50	$0.00	$1,631.50	$0.00	$0.00	$0.00	0.00%
145.1300.600.000.00.00.000	Supplies	$36,689.36	$2,484.00	$36,689.36	$0.00	$0.00	$0.00	0.00%
	Fund: PAsmart Grant NOO#020-21-009 - 145	$36,689.36	$2,484.00	$36,689.36	$0.00	$0.00	$0.00	0.00%
147.1300.600.000.00.00.000	Supplies	$24,614.52	$24,208.35	$24,208.35	$406.17	$0.00	$406.17	1.65%
	Fund: PA Smart Pre-Apprentice Grant - 147	$24,614.52	$24,208.35	$24,208.35	$406.17	$0.00	$406.17	1.65%
150.4200.400.000.00.00.000	Purchased Property Services	$617,500.00	$617,500.00	$617,500.00	$0.00	$0.00	$0.00	0.00%
	Fund: FACILITY IMPROV GRNT - 150	$617,500.00	$617,500.00	$617,500.00	$0.00	$0.00	$0.00	0.00%
152.1300.700.000.00.00.000	Equipment	$85,000.00	$84,574.30	$84,574.30	$425.70	$0.00	$425.70	0.50%
	Fund: EQUIP GRNT - 152	$85,000.00	$84,574.30	$84,574.30	$425.70	$0.00	$425.70	0.50%
154.1300.700.000.00.00.000	Equipment	$429,103.55	$429,103.55	$429,103.55	$0.00	$0.00	$0.00	0.00%
	Fund: SUPPL EQUIP GRANT 25-26 - 154	$429,103.55	$429,103.55	$429,103.55	$0.00	$0.00	$0.00	0.00%
	Grand Total:	$1,354,341.92	$1,280,297.00	$1,323,061.29	$31,280.63	$0.00	$31,280.63	2.31%

End of Report

Bucks County Technical High School

Summary of Receipts - Federal Programs

From Date: 5/1/2026 To Date: 6/30/2026

Fiscal Year: 2025-2026

☐ Subtotal by Collapse Mask ☐ Include pre encumbrance ☐ Print accounts with zero balance ☑ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance ☐ Include All Encumbrances

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
120.8521.000.000.00.00.000		($524,011.00)	($131,002.78)	($524,011.00)	$0.00	$0.00	$0.00	0.00%
	Fund: PERKINS - 120	($524,011.00)	($131,002.78)	($524,011.00)	$0.00	$0.00	$0.00	0.00%
126.8517.000.000.00.00.000		($159,948.76)	$0.00	($131,526.54)	($28,422.22)	$0.00	($28,422.22)	17.77%
	Fund: 21st Century Grant Cohort 11 Year 3 - 126	($159,948.76)	$0.00	($131,526.54)	($28,422.22)	$0.00	($28,422.22)	17.77%
128.8517.000.000.00.00.000		($500,000.00)	($79,243.37)	($241,179.01)	($258,820.99)	$0.00	($258,820.99)	51.76%
	Fund: 21st Century Grant Cohort 11 Year 1 - 128	($500,000.00)	($79,243.37)	($241,179.01)	($258,820.99)	$0.00	($258,820.99)	51.76%
	Grand Total:	($1,183,959.76)	($210,246.15)	($896,716.55)	($287,243.21)	$0.00	($287,243.21)	24.26%

End of Report

Bucks County Technical High School

Summary of Expenditures - Federal Programs

From Date: 5/1/2026 To Date: 6/30/2026

Fiscal Year: 2025-2026

☐ Subtotal by Collapse Mask ☐ Include pre encumbrance ☐ Print accounts with zero balance ☑ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance ☐ Include All Encumbrances

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
120.1300.100.000.00.00.000	Salaries	$278,751.00	$71,969.43	$272,392.14	$6,358.86	$65.01	$6,293.85	2.26%
120.1300.200.000.00.00.000	Employee Benefits	$203,396.00	$32,689.14	$177,004.08	$26,391.92	$0.00	$26,391.92	12.98%
120.1300.700.000.00.00.000	Equipment	$12,865.00	$45,629.72	$45,629.72	($32,764.72)	$0.00	($32,764.72)	-254.68%
120.2122.300.000.00.00.000	Professional Services	$10,700.00	$0.00	$10,700.00	$0.00	$0.00	$0.00	0.00%
120.2122.600.000.00.00.000	Supplies	$15,499.00	$0.00	$15,485.06	$13.94	$0.00	$13.94	0.09%
120.2270.300.000.00.00.000	Professional Services	$2,800.00	$0.00	$2,800.00	$0.00	$0.00	$0.00	0.00%
	Fund: PERKINS - 120	$524,011.00	$150,288.29	$524,011.00	$0.00	$65.01	($65.01)	-0.01%
126.1420.100.000.00.00.000	Salaries	$33,792.00	$0.00	$50,083.95	($16,291.95)	$0.00	($16,291.95)	-48.21%
126.1420.200.000.00.00.000	Employee Benefits	$3,902.97	$0.00	$5,894.03	($1,991.06)	$0.00	($1,991.06)	-51.01%
126.1450.100.000.00.00.000	Salaries	$4,220.24	$0.00	$12,318.62	($8,098.38)	$0.00	($8,098.38)	-191.89%
126.1450.200.000.00.00.000	Employee Benefits	$2,381.90	$0.00	$1,577.31	$804.59	$0.00	$804.59	33.78%
126.1450.300.000.00.00.000	Professional Services	$4,545.00	$0.00	$0.00	$4,545.00	$0.00	$4,545.00	100.00%
126.1450.400.000.00.00.000	Purchased Property Services	$0.50	$0.00	$0.00	$0.50	$0.00	$0.50	100.00%
126.1450.500.000.00.00.000	Other Purchased Services	$393.04	$0.00	$0.00	$393.04	$0.00	$393.04	100.00%
126.1450.600.000.00.00.000	Supplies	$23,380.23	$0.00	$9,124.42	$14,255.81	$0.00	$14,255.81	60.97%
126.2122.500.000.00.00.000	Other Purchased Services	$5,000.00	$0.00	$2,500.00	$2,500.00	$0.00	$2,500.00	50.00%
126.2290.100.000.00.00.000	Salaries	$56,302.85	$0.00	$27,540.00	$28,762.85	$0.00	$28,762.85	51.09%
126.2290.200.000.00.00.000	Employee Benefits	$9,718.23	$0.00	$3,843.19	$5,875.04	$0.00	$5,875.04	60.45%
126.2290.300.000.00.00.000	Professional Services	$14,114.78	$0.00	$18,644.32	($4,529.54)	$0.00	($4,529.54)	-32.09%
126.2290.500.000.00.00.000	Other Purchased Services	$1,228.32	$0.00	$0.00	$1,228.32	$0.00	$1,228.32	100.00%
126.2290.600.000.00.00.000	Supplies	$968.70	$0.00	$0.00	$968.70	$0.00	$968.70	100.00%
	Fund: 21st Century Grant Cohort 11 Year 3 - 126	$159,948.76	$0.00	$131,525.84	$28,422.92	$0.00	$28,422.92	17.77%
128.1420.100.000.00.00.000	Salaries	$31,092.00	$0.00	$0.00	$31,092.00	$0.00	$31,092.00	100.00%
128.1420.200.000.00.00.000	Employee Benefits	$3,575.58	$0.00	$0.00	$3,575.58	$0.00	$3,575.58	100.00%
128.1450.100.000.00.00.000	Salaries	$138,816.00	$21,121.88	$129,288.90	$9,527.10	$0.00	$9,527.10	6.86%
128.1450.200.000.00.00.000	Employee Benefits	$17,662.92	$2,288.43	$15,009.19	$2,653.73	$0.00	$2,653.73	15.02%
128.1450.300.000.00.00.000	Professional Services	$21,700.00	$0.00	$2,925.00	$18,775.00	$0.00	$18,775.00	86.52%
128.1450.400.000.00.00.000	Purchased Property Services	$7,657.44	$3,828.50	$7,657.00	$0.44	$0.00	$0.44	0.01%
128.1450.600.000.00.00.000	Supplies	$54,263.25	$8,022.75	$25,185.97	$29,077.28	$0.00	$29,077.28	53.59%
128.2122.500.000.00.00.000	Other Purchased Services	$5,000.00	$900.00	$1,149.85	$3,850.15	$0.00	$3,850.15	77.00%
128.2290.100.000.00.00.000	Salaries	$124,504.00	$14,688.00	$67,932.00	$56,572.00	$0.00	$56,572.00	45.44%
128.2290.200.000.00.00.000	Employee Benefits	$19,773.36	$2,784.19	$10,254.30	$9,519.06	$0.00	$9,519.06	48.14%
128.2290.300.000.00.00.000	Professional Services	$70,072.00	$20,803.78	$55,088.79	$14,983.21	$0.00	$14,983.21	21.38%
128.2290.500.000.00.00.000	Other Purchased Services	$2,115.00	$0.00	$1,125.54	$989.46	$0.00	$989.46	46.78%
128.2290.600.000.00.00.000	Supplies	$3,768.45	$0.00	$0.00	$3,768.45	$0.00	$3,768.45	100.00%
	Fund: 21st Century Grant Cohort 11 Year 1 - 128	$500,000.00	$74,437.53	$315,616.54	$184,383.46	$0.00	$184,383.46	36.88%
	Grand Total:	$1,183,959.76	$224,725.82	$971,153.38	$212,806.38	$65.01	$212,741.37	17.97%

End of Report

Bucks County Technical High School

Summary of Receipts - Adult Education

From Date: 5/1/2026 To Date: 6/30/2026

Fiscal Year: 2025-2026

☐ Subtotal by Collapse Mask ☐ Include pre encumbrance ☐ Print accounts with zero balance ☑ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance ☐ Include All Encumbrances

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
180.6943.000.000.00.00.000	ADULT EDUC TUITION EVENING	($144,000.00)	($2,638.18)	($93,680.66)	($50,319.34)	$0.00	($50,319.34)	34.94%
180.7220.000.000.00.00.000	STATE VOCATIONAL AD ED	($18,959.00)	$0.00	($12,597.28)	($6,361.72)	$0.00	($6,361.72)	33.56%
180.7810.000.000.00.00.000	STATE SOCIAL SECURITY AD ED	($4,355.00)	$0.00	$0.00	($4,355.00)	$0.00	($4,355.00)	100.00%
180.7820.000.000.00.00.000	STATE RETIREMENT AD ED	($13,000.00)	$0.00	$0.00	($13,000.00)	$0.00	($13,000.00)	100.00%
	Fund: ADULT EDUCATION::::::::::::::: - 180	($180,314.00)	($2,638.18)	($106,277.94)	($74,036.06)	$0.00	($74,036.06)	41.06%
	Grand Total:	($180,314.00)	($2,638.18)	($106,277.94)	($74,036.06)	$0.00	($74,036.06)	41.06%

End of Report

Bucks County Technical High School

Summary of Expenditures - Adult Education

From Date: 5/1/2026 To Date: 6/30/2026

Fiscal Year: 2025-2026

☐ Subtotal by Collapse Mask ☐ Include pre encumbrance ☐ Print accounts with zero balance ☑ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance ☐ Include All Encumbrances

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
180.1610.100.000.00.00.000	Salaries	$110,606.00	$6,692.48	$84,591.18	$26,014.82	$0.00	$26,014.82	23.52%
180.1610.200.000.00.00.000	Employee Benefits	$49,558.00	$5,339.61	$37,129.29	$12,428.71	$0.00	$12,428.71	25.08%
180.1610.400.000.00.00.000	Purchased Property Services	$2,400.00	$0.00	$0.00	$2,400.00	$0.00	$2,400.00	100.00%
180.1610.500.000.00.00.000	Other Purchased Services	$10,350.00	$0.00	$345.96	$10,004.04	$0.00	$10,004.04	96.66%
180.1610.600.000.00.00.000	Supplies	$7,000.00	($418.68)	$10,036.96	($3,036.96)	$0.00	($3,036.96)	-43.39%
180.1610.800.000.00.00.000	Other Objects	$400.00	$0.00	$250.00	$150.00	$0.00	$150.00	37.50%
	Fund: ADULT EDUCATION - 180	$180,314.00	$11,613.41	$132,353.39	$47,960.61	$0.00	$47,960.61	26.60%
	Grand Total:	$180,314.00	$11,613.41	$132,353.39	$47,960.61	$0.00	$47,960.61	26.60%

End of Report

Bucks County Technical High School

Summary of Receipts - Food Service

From Date: 5/1/2026 To Date: 6/30/2026

Fiscal Year: 2025-2026

☐ Subtotal by Collapse Mask ☐ Include pre encumbrance ☐ Print accounts with zero balance ☑ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance ☐ Include All Encumbrances

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
500.6510.000.000.00.00.000	INTEREST	($15,500.00)	($2,034.72)	($16,811.56)	$1,311.56	$0.00	$1,311.56	-8.46%
500.6610.000.000.00.00.000	DAILY SALES REIMBURSEABLE	($145,000.00)	($21,394.60)	($167,596.40)	$22,596.40	$0.00	$22,596.40	-15.58%
500.6620.000.000.00.00.000	DAILY SALES NON-REIMBURSEABLE	($80,000.00)	($13,008.35)	($116,588.45)	$36,588.45	$0.00	$36,588.45	-45.74%
500.6630.000.000.00.00.000	SPECIAL EVENTS FD SVC	($8,000.00)	($1,020.63)	($15,080.54)	$7,080.54	$0.00	$7,080.54	-88.51%
500.7600.000.000.00.00.000	STATE SUBSIDY MILK/LUNCH	($48,000.00)	($13,850.38)	($54,054.00)	$6,054.00	$0.00	$6,054.00	-12.61%
500.7810.000.000.00.00.000	STATE SUBSIDY SOCIAL SECURITY	($8,000.00)	$0.00	$0.00	($8,000.00)	$0.00	($8,000.00)	100.00%
500.7820.000.000.00.00.000	STATE SUBSIDY RETIREMENT	($42,500.00)	$0.00	$0.00	($42,500.00)	$0.00	($42,500.00)	100.00%
500.8530.000.000.00.00.000	FEDERAL SUBSIDY MILK/LUNCH	($400,000.00)	($98,623.83)	($415,911.26)	$15,911.26	$0.00	$15,911.26	-3.98%
500.8690.000.000.00.00.000	LOCAL FOOD FOR SCHOOL (LFS)	$0.00	$0.00	($3,927.56)	$3,927.56	$0.00	$3,927.56	0.00%
	Fund: FOOD SERVICE::::::::::::::::::: - 500	($747,000.00)	($149,932.51)	($789,969.77)	$42,969.77	$0.00	$42,969.77	-5.75%
	Grand Total:	($747,000.00)	($149,932.51)	($789,969.77)	$42,969.77	$0.00	$42,969.77	-5.75%

End of Report

Bucks County Technical High School

Summary of Expenditures - Food Service

From Date: 5/1/2026 To Date: 6/30/2026

Fiscal Year: 2025-2026

☐ Subtotal by Collapse Mask ☐ Include pre encumbrance ☐ Print accounts with zero balance ☑ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance ☐ Include All Encumbrances

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
500.3100.100.000.00.00.000	Salaries	$249,500.00	$67,210.28	$249,589.93	($89.93)	$0.00	($89.93)	-0.04%
500.3100.200.000.00.00.000	Employee Benefits	$131,800.00	$34,309.03	$115,572.91	$16,227.09	$0.00	$16,227.09	12.31%
500.3100.300.000.00.00.000	Professional Services	$500.00	$0.00	$0.00	$500.00	$0.00	$500.00	100.00%
500.3100.400.000.00.00.000	Purchased Property Services	$2,500.00	$0.00	$0.00	$2,500.00	$0.00	$2,500.00	100.00%
500.3100.500.000.00.00.000	Other Purchased Services	$1,200.00	$844.49	$1,333.49	($133.49)	$0.00	($133.49)	-11.12%
500.3100.600.000.00.00.000	Supplies	$356,000.00	$66,190.32	$315,029.78	$40,970.22	$0.00	$40,970.22	11.51%
500.3100.700.000.00.00.000	Equipment	$4,500.00	$0.00	$0.00	$4,500.00	$0.00	$4,500.00	100.00%
500.3100.800.000.00.00.000	Other Objects	$1,000.00	$0.00	$293.00	$707.00	$0.00	$707.00	70.70%
	Fund: FOOD SERVICE::::::::::::::::: - 500	$747,000.00	$168,554.12	$681,819.11	$65,180.89	$0.00	$65,180.89	8.73%
	Grand Total:	$747,000.00	$168,554.12	$681,819.11	$65,180.89	$0.00	$65,180.89	8.73%

End of Report

VOUCHER SUMMARY REPORT

Voucher #1477

DATE	REMIT TO	ACCOUNT	AMOUNT	DESCRIPTION
6/19/2026	11400 LLc	500.3100.610.000.00.00.000	$133.03	SUPPLIES GENERAL FD SVC
6/19/2026	151 FOODS, LLC	500.3100.631.000.00.00.000	$990.30	FOOD COSTS FD SVC
6/19/2026	HERSHEY CREAMERY, CO.	500.3100.632.000.00.00.000	$408.24	MILK PRODUCTS FD SVC
6/19/2026	IMPERIAL DADE	500.3100.610.000.00.00.000	$951.08	SUPPLIES GENERAL FD SVC
6/19/2026	J5 THREADS, LLC	500.3100.610.000.00.00.000	$182.00	SUPPLIES GENERAL FD SVC
6/19/2026	Kelly Vanderwende	500.3100.580.000.00.00.000	$844.49	TRAVEL FD SVC
6/19/2026	Kelly Vanderwende	500.3100.610.000.00.00.000	$31.99	SUPPLIES GENERAL FD SVC
6/19/2026	LEHIGH VALLEY DAIR FARMS	500.3100.632.000.00.00.000	$2,910.57	MILK PRODUCTS FD SVC
6/19/2026	MORABITO BAKING CO	500.3100.631.000.00.00.000	$488.23	FOOD COSTS FD SVC
6/19/2026	ODP BUSINESS SOLUTIONS, LLC.	500.3100.610.000.00.00.000	$96.72	SUPPLIES GENERAL FD SVC
6/19/2026	PIAZZA'S BAKERY	500.3100.631.000.00.00.000	$250.00	FOOD COSTS FD SVC
6/19/2026	SHARE FOOD PROGRAM	500.3100.631.000.00.00.000	$289.20	FOOD COSTS FD SVC
6/19/2026	SHARE FOOD PROGRAM	500.3100.631.000.00.00.000	$332.58	FOOD COSTS FD SVC
6/19/2026	UNI-KEM	500.3100.610.000.00.00.000	$298.60	SUPPLIES GENERAL FD SVC
6/19/2026	US FOODSERVICE	500.3100.631.000.00.00.000	$26,858.64	FOOD COSTS FD SVC

GRAND TOTAL: $35,065.67

VOUCHER SUMMARY REPORT

Voucher #1484

DATE	REMIT TO	ACCOUNT	DESCRIPTION	AMOUNT
6/25/2026	BCTHS - CAFETERIA	100.0421.000.000.00.00.930	DUE TO CAFETERIA	$4.50
6/25/2026	BCTS ACTIVITY ACCOUNT	100.0421.000.000.00.00.933	DUE TO STUDENT ACTIVITY FUND	$506.60
6/25/2026	BCTS ACTIVITY ACCOUNT	100.1300.610.000.30.00.100	SUPPLIES LANDSCAPING/FLORAL	$125.00
6/25/2026	BCTS ACTIVITY ACCOUNT	100.3210.610.000.30.00.659	SUPPLIES SENIOR CLASS	$129.26
6/25/2026	BCTS SPECIAL ACCOUNT	100.0101.000.000.00.00.905	CASH SPECIAL ACCOUNT	$1,588.99
				$2,354.35

VOUCHER SUMMARY REPORT
Voucher #1485

DATE	REMIT TO	ACCOUNT	DESCRIPTION	AMOUNT
6/26/2026	ACS SERVICES, LLC	100.2600.430.000.00.00.000	REPAIRS & MAINT OPER MAINT	$1,050.00
6/26/2026	AMAZON CAPITAL SERVICES	100.1100.640.000.30.00.150	BOOKS ENGLISH	$139.45
6/26/2026	AMAZON CAPITAL SERVICES	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	($84.95)
6/26/2026	AMAZON CAPITAL SERVICES	128.1450.610.000.30.00.000	SUPPLIES - 21ST CENTURY C11 YR4	$480.03
6/26/2026	AMAZON CAPITAL SERVICES	147.1300.610.000.30.00.160	SUPPLIES PA Smart PreApprentic- Dental	$2,906.90
6/26/2026	ASHE SOUTERN NEW JERSEY SECTION	100.1300.810.000.30.00.000	DUES & FEES VOCTL	$55.00
6/26/2026	BATTERIES PLUS BULBS	100.2122.329.000.00.00.000	PROF EDUC SVCS PPS	$155.95
6/26/2026	BCTHSEA Scholarship Fund	100.5800.610.000.00.00.732	SUSPENSE - CAR SHOW	$1,500.00
6/26/2026	BILL FLANNERY AUTOMOTIVE	100.1300.610.000.30.00.010	SUPPLIES COLLISION REPAIR	$447.51
6/26/2026	BOSS BEAUTY SUPPLY	100.1300.610.000.30.00.050	SUPPLIES COSMETOLOGY B	$263.88
6/26/2026	BRANDEE BAKER	100.1300.610.000.30.00.050	SUPPLIES COSMETOLOGY B	$308.97
6/26/2026	BRIAN COOGAN	100.0460.000.000.00.00.000	Salaries Payable	$12.47
6/26/2026	CENTURY LINK	100.2600.530.000.00.00.000	COMMUNICATIONS OPER MAINT	$687.28
6/26/2026	DVFLORA	100.1300.610.000.30.00.100	SUPPLIES LANDSCAPING/FLORAL	$547.96
6/26/2026	FEDEX	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$13.61
6/26/2026	FRANKLIN FLOORING, INC.	100.2600.430.000.00.00.000	REPAIRS & MAINT OPER MAINT	$15,532.00
6/26/2026	GENERAL HEALTHCARE RESOURCES, LLC	100.2400.330.000.00.00.000	PROF SVCS PUPIL HEALTH	$390.00
6/26/2026	GINA SANTIAGO-STEVENS	100.1300.610.000.30.00.340	SUPPLIES - BUSINESS MANAGEMENT	$26.96
6/26/2026	GOVCONNECTION, INC.	100.2818.650.000.00.00.000	SUPPLIES & FEE TECH RELATED TECH SVC	$2,900.00
6/26/2026	HILLYARD, INC. - DELAWARE VALLEY	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$13,153.33
6/26/2026	J5 THREADS, LLC	100.3210.610.103.00.00.673	SUPPL BUDDIES BCTHS DUE FRM SAA	$402.05
6/26/2026	J5 THREADS, LLC	160.1300.610.000.00.00.999	SUPPLIES SOAR	$772.80
6/26/2026	JAMES SOHENUICK	100.3210.580.000.30.00.000	TRAVEL STUD ACTVTY NATIONALS	$136.22
6/26/2026	JAMF	100.2818.650.000.00.00.000	SUPPLIES & FEE TECH RELATED TECH SVC	$11,520.00
6/26/2026	JM3 SCREEN PRINTING	100.1300.610.000.30.00.550	SUPPLIES SCHOOL STORE	$1,325.00
6/26/2026	JOSEPH STALLONE	100.0460.000.000.00.00.000	Salaries Payable	$246.15
6/26/2026	LEILA KARPUZI	100.0460.000.000.00.00.000	Salaries Payable	$116.19
6/26/2026	LOT ESTRADA	100.5800.610.000.00.00.728	GRADUATION 2026	$70.00
6/26/2026	LUBRICATING AND LIFTS EQUIPMENT LLC	100.1300.430.000.30.00.000	REPAIRS & MAINT VOCTL	$1,150.00
6/26/2026	MOAB TRAINING INTERNATIONAL, INC.	100.2660.610.000.00.00.000	SUPPLIES SECURITY	$213.75
6/26/2026	MONTGOMERY COUNTY IU 23	100.2271.360.000.30.00.000	Instructional Staff Dev - Certified - Training	$50.00
6/26/2026	MSC INDUSTRIAL SUPPLY CO INC	100.2600.430.000.00.00.000	REPAIRS & MAINT OPER MAINT	$499.00
6/26/2026	MSC INDUSTRIAL SUPPLY CO INC	137.1300.610.000.30.00.000	SUPPLIES HAAS FOUNDATION 24-26	$27.05
6/26/2026	NATIONAL RESTAURANT ASSOCIATION	100.1300.640.000.30.00.040	BOOKS PROFESSIONAL BAKING	$584.85
6/26/2026	NCS-PEARSON, INC.	100.2140.610.000.30.00.000	SUPPLIES PSYCH SVCS	$185.00

VOUCHER SUMMARY REPORT

Voucher #1485

6/26/2026 ODP BUSINESS SOLUTIONS, LLC.	100.1100.610.000.30.00.000	SUPPLIES ACADEMIC GENERAL	$228.12
6/26/2026 ODP BUSINESS SOLUTIONS, LLC.	100.1300.610.000.30.00.160	SUPPLIES - DENTAL HEALTH CAREERS	$101.37
6/26/2026 ODP BUSINESS SOLUTIONS, LLC.	100.2380.610.000.00.00.000	SUPPLIES PRINCPLS OFF	($99.16)
6/26/2026 ODP BUSINESS SOLUTIONS, LLC.	100.2500.610.000.00.00.000	SUPPLIES BUS OFFICE	$1,247.35
6/26/2026 ODP BUSINESS SOLUTIONS, LLC.	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$85.42
6/26/2026 OMB WAREHOUSE	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$147.72
6/26/2026 PARTS TOWN	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$574.04
6/26/2026 PECO ENERGY (ELECTRIC)	100.2600.422.000.00.00.000	ELECTRICITY OPER MAINT	$29,249.53
6/26/2026 PECO ENERGY (GAS)	100.2600.621.000.00.00.000	NATURAL GAS HTG OPER MAINT	$1,045.64
6/26/2026 PENNSYLVANIA WELDING SUPPLY	128.1450.610.000.30.00.000	SUPPLIES - 21ST CENTURY C11 YR4	$193.77
6/26/2026 QUILL	100.2290.610.000.00.00.602	SUPPLIES INSTR SUPPORT TPC	$37.36
6/26/2026 RONALD MARTINO	100.1300.610.000.30.00.110	SUPPLIES MACHINE TECHNOLOGY	$145.18
6/26/2026 ROXANNE DAVIS	100.5800.610.000.00.00.728	GRADUATION 2026	$70.00
6/26/2026 SOURCE4NURSES, LLC	100.2400.330.000.00.00.000	PROF SVCS PUPIL HEALTH	$2,270.39
6/26/2026 STAPLES	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$1,103.85
6/26/2026 STEVE BOULEY	100.5800.610.000.00.00.728	GRADUATION 2026	$70.00
6/26/2026 SWEET, STEVENS, KATZ & WILLIAMS, LLP	100.2500.330.000.00.00.000	PROF SVCS OTHER BUS OFFICE	$1,415.00
6/26/2026 TECHNICAL TRAINING LABS, INC.	120.1300.750.801.30.00.000	EQUIP ORIG/ADDTL PERKINS	$12,865.00
6/26/2026 TECHNICAL TRAINING LABS, INC.	154.1300.752.219.30.00.000	CAPITAL EQUIP NEW SUPPL GRT	$12,865.00
6/26/2026 THORNRIDGE HARDWARE	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$136.13
6/26/2026 TRASH DADDY LLC	100.2600.411.000.00.00.000	DISPOSAL SVCS OPER MAINT	$775.00
6/26/2026 TROPIANO BUS COMPANY, LLC	100.3210.580.000.30.00.673	TRAVEL STUDENT ACT BUDDIES OF BCTHS	$715.00
6/26/2026 ULINE SHIPPING SUPPLIES	100.1300.752.000.30.00.000	CAPITAL EQUIP NEW VOCTL GENRL	$3,045.23
6/26/2026 VERIZON	100.2818.340.000.00.00.000	TECHNICAL SERVICES TECHNOLOGY	$279.00
6/26/2026 WESTERN PEST SERVICES	100.2600.460.000.00.00.000	EXTERMINATION SVCS OPER MAINT	$242.50
6/26/2026 WILSON LANGUAGE TRAINING	100.1211.610.000.30.00.000	SUPPLIES LIFE SKILLS	$616.68
6/26/2026 WW GRAINGER	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$1,321.66
6/26/2026 WW GRAINGER	100.5800.610.000.00.00.746	SUSPENSE-Donation/Scholarship for students	$297.03
6/26/2026 ZORO TOOLS	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$1,548.14

GRAND TOTAL: $130,376.36

VOUCHER SUMMARY REPORT

Voucher #1497

DATE	REMIT TO	ACCOUNT	DESCRIPTION	AMOUNT
6/30/2026	151 FOODS, LLC	500.3100.631.000.00.00.000	FOOD COSTS FD SVC	$184.50
6/30/2026	BCTHS - GENERAL FUND	500.3100.230.000.00.00.000	RETIREMENT FD SVC	$5,180.22
				$5,364.72

VOUCHER SUMMARY REPORT
Voucher #1499

DATE	REMIT TO	ACCOUNT	DESCRIPTION	AMOUNT
6/30/2026	ALEXANDER SOWA	100.2271.240.000.30.00.000	Instructional Staff Dev Tuition Certified Stf	$840.00
6/30/2026	ALLEGHENY EDUCATIONAL SYSTEMS	152.1300.752.000.30.00.000	CAPITAL EQUIP NEW - COMP EQP GRANT 25-26	$84,574.30
6/30/2026	AMAZON CAPITAL SERVICES	100.2290.610.000.00.00.602	SUPPLIES INSTR SUPPORT TPC	$176.00
6/30/2026	AMAZON CAPITAL SERVICES	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$17.29
6/30/2026	AMAZON CAPITAL SERVICES	128.1450.610.000.30.00.000	SUPPLIES - 21ST CENTURY C11 YR4	$667.41
6/30/2026	ANNA BRYAN	100.2380.275.000.00.00.000	VISION REIMBURSEMENT PRINCPLS OFF	$300.00
6/30/2026	BATTERIES PLUS BULBS	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$2,873.10
6/30/2026	BUCKS COUNTY INTERMEDIATE UNIT #22	100.2818.538.000.00.00.000	TRANSPORT/TELECOM SVCS TECHNOL	$23,486.22
6/30/2026	DANIEL MITCHELL	100.1100.275.000.30.00.170	VISION REIMBURSEMENT MATH	$300.00
6/30/2026	DANIELLE LETIZIO	100.2271.240.000.30.00.000	Instructional Staff Dev Tuition Certified Stf	$825.00
6/30/2026	DEPARTMENT OF TREASURY	100.2832.810.000.00.00.000	DUES & FEES STAFF SERVICES	$1,377.59
6/30/2026	EASTERN LIFT TRUCK CO., INC.	100.2600.430.000.00.00.000	REPAIRS & MAINT OPER MAINT	$989.66
6/30/2026	ELIZABETH SANTILLI	100.1241.275.000.30.00.000	VISION LEARNING SUPPORT	$300.00
6/30/2026	EUGENE TALARICO	100.2271.240.000.30.00.000	Instructional Staff Dev Tuition Certified Stf	$420.00
6/30/2026	FIRST STUDENT, INC.	100.1300.510.000.30.00.000	STUDENT TRANSP VOCTL GENERAL	$791.67
6/30/2026	FIRST STUDENT, INC.	100.1300.510.000.30.00.120	STUDENT TRANSP ALLIED HEALTH	$654.50
6/30/2026	FLAGSHIP MANAGEMENT, LLC	100.1100.430.000.30.00.140	REPAIRS & MAINT PHYS ED	$1,138.36
6/30/2026	GOVCONNECTION, INC.	100.2818.650.000.00.00.000	SUPPLIES & FEE TECH RELATED TECH SVC	$701.00
6/30/2026	HANK DEGEORGE	100.2360.275.000.00.00.000	VISION REIMBURSEMENT DIRECTORS OFF	$302.00
6/30/2026	HERFF JONES, INC.	100.5800.610.000.00.00.728	GRADUATION 2026	$12,736.51
6/30/2026	HILLYARD, INC. - DELAWARE VALLEY	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$253.60
6/30/2026	JAMES SOHENUICK	100.3210.580.000.30.00.651	TRAVEL STUDNT ACTVTY SKILL USA	$420.82
6/30/2026	JENNIFER HENRY	100.1241.275.000.30.00.000	VISION LEARNING SUPPORT	$300.00
6/30/2026	JENNY NAYLOR	100.2271.580.000.30.00.000	Instructional Staff Dev - Certified - Travel	$181.25
6/30/2026	JERI LYNN PALMER	100.2160.580.000.30.00.000	TRAVEL SOCIAL WORKER	$147.94
6/30/2026	KONA COMPOST CO.	100.2600.411.000.00.00.000	DISPOSAL SVCS OPER MAINT	$230.00
6/30/2026	MAGIC SCHOOL, INC.	100.2818.650.000.00.00.000	SUPPLIES & FEE TECH RELATED TECH SVC	$7,599.00
6/30/2026	MIH SYSTEMS GROUP, LLC.	100.2600.430.000.00.00.000	REPAIRS & MAINT OPER MAINT	$16,105.00
6/30/2026	MSC INDUSTRIAL SUPPLY CO INC	100.1300.752.000.30.00.000	CAPITAL EQUIP NEW VOCTL GENRL	$0.00
6/30/2026	MSC INDUSTRIAL SUPPLY CO INC	154.1300.752.219.30.00.000	CAPITAL EQUIP NEW SUPPL GRT	$18,666.69
6/30/2026	PACTA	100.2834.360.000.30.00.805	Staff Dev Non Inst - Certified - Training Holtzman	$280.00
6/30/2026	PENNY BORING	100.1241.275.000.30.00.000	VISION LEARNING SUPPORT	$300.00
6/30/2026	PIRANHA	100.2271.360.000.30.00.000	Instructional Staff Dev - Certified - Training	$6,737.89
6/30/2026	POCKET NURSE	100.1300.610.000.30.00.120	SUPPLIES ALLIED HEALTH	$3,575.76
6/30/2026	QUILL	100.1241.610.000.30.00.000	SUPPLIES LEARNING SUPPORT	$698.58
6/30/2026	QUILL	100.2380.610.000.00.00.000	SUPPLIES PRINCPLS OFF	$95.18
6/30/2026	RAPTOR	100.2290.610.000.00.00.602	SUPPLIES INSTR SUPPORT TPC	$775.00
6/30/2026	SHARON RENDEIRO	100.2500.580.000.00.00.000	TRAVEL BUS OFFICE	$46.05

VOUCHER SUMMARY REPORT
Voucher #1499

6/30/2026	TEMPLE UNIVERSITY	137.1300.610.000.30.00.000	SUPPLIES HAAS FOUNDATION 24-26	$2,500.00
6/30/2026	TERRENCE GALLAGHER	100.1100.275.000.30.00.170	VISION REIMBURSEMENT MATH	$300.00
6/30/2026	THORNRIDGE HARDWARE	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$147.36
6/30/2026	UNITED ELECTRIC SUPPLY, CO., INC	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$215.40
6/30/2026	VERIZON	100.2600.530.000.00.00.000	COMMUNICATIONS OPER MAINT	$1,112.42
6/30/2026	VICTORIA HEINTZ	100.1100.275.000.30.00.170	VISION REIMBURSEMENT MATH	$300.00
6/30/2026	WALTER HANSELL	100.2126.580.000.30.00.000	TRAVEL SCHOOL-TO-CAREER	$333.11
6/30/2026	WELDER TRAINING AND TESTING INSTITUTE	100.1300.610.000.30.00.210	SUPPLIES WELDING TECHNOLOGY	$2,448.00
6/30/2026	WELDER TRAINING AND TESTING INSTITUTE	145.1300.610.000.00.00.210	Suppl- Pre Apprentice Welding	$1,863.00
				$199,102.66

VOUCHER SUMMARY REPORT

Voucher #1501

DATE	REMIT TO	ACCOUNT	DESCRIPTION	AMOUNT
6/30/2026	BCTHS - GENERAL FUND	500.3100.610.000.00.00.000	SUPPLIES GENERAL FD SVC	$20.67
6/30/2026	BCTHS - GENERAL FUND	500.3100.631.000.00.00.000	FOOD COSTS FD SVC	$753.03
				$773.70

VOUCHER SUMMARY REPORT
Voucher #1002

DATE	REMIT TO	ACCOUNT	DESCRIPTION	AMOUNT
7/10/2026	*NCS PEARSON, INC.*	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$3,809.70
7/10/2026	ACTIVE INTERNET TECHNOLOGY	100.2818.650.000.00.00.000	SUPPLIES & FEE TECH RELATED TECH SVC	$3,820.00
7/10/2026	AMERICAN KITCHEN	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$356.50
7/10/2026	ARAMARK SERVICES, INC.	100.2600.330.000.00.00.000	PROFESSIONAL SVCS OPER MAINT	$11,746.08
7/10/2026	BATTERIES PLUS BULBS	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$87.95
7/10/2026	BRESLIN ARCHITECTS	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$1,060.75
7/10/2026	BUCKS COUNTY INTERMEDIATE UNIT #22	128.2290.330.000.30.00.000	PROF ED 21ST CENT C11 Y4	$5,000.00
7/10/2026	CEV MULTIMEDIA, LLC.	100.1300.610.000.30.00.020	SUPPLIES AUTO TECHNOLOGY I	$1,321.75
7/10/2026	CEV MULTIMEDIA, LLC.	100.1300.610.000.30.00.022	SUPPLIES AUTO TECHNOLOGY III	$2,643.50
7/10/2026	CEV MULTIMEDIA, LLC.	100.1300.610.000.30.00.086	SUPPLIES DIESEL TECHNOLOGY	$3,965.25
7/10/2026	CEV MULTIMEDIA, LLC.	100.1300.610.000.30.00.340	SUPPLIES - BUSINESS MANAGEMENT	$2,643.50
7/10/2026	COSMOPROF BEAUTY	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$917.76
7/10/2026	DE LAGE LANDEN	100.5140.830.000.00.00.000	LEASE INTEREST EXP RIGHT TO USE	$54.78
7/10/2026	DE LAGE LANDEN	100.5140.910.000.00.00.000	LEASES & OTHER RIGHT TO USE	$992.51
7/10/2026	DELAWARE VALLEY HEALTH TRUST	100.0132.000.000.00.00.934	Due from Internal Service Fund	($13,580.67)
7/10/2026	DELAWARE VALLEY HEALTH TRUST	100.0461.000.000.00.00.900	ACCRUED: HEALTH INS BENEFITS	$289,540.70
7/10/2026	DELAWARE VALLEY HEALTH TRUST	100.0461.000.000.00.00.901	ACCRUED: DENTAL INS BENEFITS	$9,993.62
7/10/2026	EDMENTUM	100.2240.648.000.30.00.630	EDUC SOFTWARE/AV COMP - INSTRUC STRATEGIES LAB	$4,361.50
7/10/2026	EILEEN McDONALD	100.2271.240.000.30.00.000	Instructional Staff Dev Tuition Certified Stf	$399.00
7/10/2026	FEDEX	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$22.64
7/10/2026	FIELDS PRINTWEAR	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$319.00
7/10/2026	GOVERNMENT LEASING AND FINANCE, INC.	100.5140.830.000.00.00.000	LEASE INTEREST EXP RIGHT TO USE	$9,161.40
7/10/2026	GOVERNMENT LEASING AND FINANCE, INC.	100.5140.910.000.00.00.000	LEASES & OTHER RIGHT TO USE	$74,692.67
7/10/2026	HILLYARD, INC. - DELAWARE VALLEY	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$4,357.20
7/10/2026	HILLYARD, INC. - DELAWARE VALLEY	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$2,201.70
7/10/2026	INTEGRATED SYSTEMS CORPORATION	100.2122.648.000.00.00.000	SOFTWARE PPS	$778.00
7/10/2026	INTERSTATE TAX SERVICE	100.2832.810.000.00.00.000	DUES & FEES STAFF SERVICES	$304.92
7/10/2026	IVINS OUTREACH CENTER	128.2290.271.000.30.00.000	HEALTH PROF ED 21ST CENT C11 Y4	$409.57
7/10/2026	LOWER BUCKS COUNTY CHAMBER OF COMMERCE	100.2360.810.000.00.00.000	DUES & FEES DIRECTORS OFF	$610.00
7/10/2026	LOWER BUCKS JOINT MUNICIPAL AUTHORITY	100.2600.424.000.00.00.000	WATER SEWAGE OPER MAINT	$79.44
7/10/2026	MSC INDUSTRIAL SUPPLY CO INC	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$823.65
7/10/2026	NASSP	100.3210.810.000.30.00.660	DUES & FEES NATL HONOR SOCIETY	$385.00
7/10/2026	NJSPLS	100.1300.810.000.30.00.000	DUES & FEES VOCTL	$150.00
7/10/2026	ODP BUSINESS SOLUTIONS, LLC.	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$539.65
7/10/2026	OFFICE OF BUILDING, PLANNING & DEVELOP	100.4200.450.000.00.00.000	Site Improvements Construction Services	$10,206.00
7/10/2026	PACTA	100.2111.810.000.00.00.000	DUES & FEES - SUPERVISOR OF STUDENT	$125.00
7/10/2026	PACTA	100.2260.810.000.00.00.000	DUES & FEES CURR DEVELOP- CIA	$125.00
7/10/2026	PACTA	100.2360.810.000.00.00.000	DUES & FEES DIRECTORS OFF	$425.00
7/10/2026	PACTA	100.2380.810.000.00.00.801	DUES & FEES PRINCPLS OFF - Martino	$125.00
7/10/2026	PACTA	100.2380.810.000.00.00.802	DUES & FEES PRINCPLS Principal	$125.00
7/10/2026	PACTA	100.2380.810.000.00.00.804	DUES & FEES PRINCPLS OFF -Baker	$125.00

VOUCHER SUMMARY REPORT
Voucher #1002

7/10/2026 PACTA	100.2380.810.000.00.00.805	DUES & FEES PRNCPLS OFF Asst Director	$425.00
7/10/2026 PACTA	100.2380.810.000.00.00.808	DUES & FEES PRINCPLS OFF-GREGORY	$125.00
7/10/2026 PACTA	100.2500.810.000.00.00.000	DUES & FEES BUS OFFICE	$125.00
7/10/2026 PACTA	100.2818.810.000.00.00.000	DUES & FEES TECHNOLOGY SVCS	$125.00
7/10/2026 PATHFUL, INC.	100.2818.648.000.00.00.000	EDUC SOFTWARE TECHNOLOGY SVCS	$12,350.00
7/10/2026 PENNSYLVANIA SCHOOL BOARD ASSOCIATION	100.2310.810.000.00.00.000	DUES & FEES BOARD SERVICES	$5,700.00
7/10/2026 PENNSYLVANIA SCHOOL BOARD ASSOCIATION	100.2832.810.000.00.00.000	DUES & FEES STAFF SERVICES	$3,535.00
7/10/2026 PITNEY BOWES, INC.	100.5140.830.000.00.00.000	LEASE INTEREST EXP RIGHT TO USE	$65.08
7/10/2026 PITNEY BOWES, INC.	100.5140.910.000.00.00.000	LEASES & OTHER RIGHT TO USE	$324.92
7/10/2026 PR COMMERCIAL PAINTING LLC	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$29,164.50
7/10/2026 SAMANTHA MEADE	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$66.19
7/10/2026 SARAH SHIELDS	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$825.00
7/10/2026 SHERWIN WILLIAMS COMPANY	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$370.44
7/10/2026 SHERWIN WILLIAMS COMPANY	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$114.82
7/10/2026 SKYWARD ACCOUNTING DEPARTMENT	100.2122.648.000.00.00.000	SOFTWARE PPS	$10,645.00
7/10/2026 SMARTPASS INC.	100.2818.650.000.00.00.000	SUPPLIES & FEE TECH RELATED TECH SVC	$4,806.09
7/10/2026 STAPLES	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$356.09
7/10/2026 SWEET, STEVENS, KATZ & WILLIAMS, LLP	100.2350.330.000.00.00.000	PROF SVCS LEGAL	$10,000.00
7/10/2026 T-MOBILE	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$350.14
7/10/2026 TGI OFFICE AUTOMATION	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$270.54
7/10/2026 TGI OFFICE AUTOMATION.	100.5140.830.000.00.00.000	LEASE INTEREST EXP RIGHT TO USE	$85.38
7/10/2026 TGI OFFICE AUTOMATION.	100.5140.910.000.00.00.000	LEASES & OTHER RIGHT TO USE	$1,337.62
7/10/2026 THE HARTFORD GROUP	100.0461.000.000.00.00.913	ACCRUED SUPPLEMENTAL LTD	$2,515.73
7/10/2026 THE HARTFORD GROUP	100.5800.214.000.00.00.000	SUSPENSE DISABILITY INSURANCE	$3,458.94
7/10/2026 THORNRIDGE HARDWARE	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$107.73
7/10/2026 TONE'S GARAGE	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$5,090.64
7/10/2026 TONE'S GARAGE	100.2600.430.000.00.00.000	REPAIRS & MAINT OPER MAINT	$366.43
7/10/2026 TROPIANO BUS COMPANY, LLC	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$1,495.00
7/10/2026 UNITED ELECTRIC SUPPLY, CO., INC	100.5800.610.000.00.00.764	SUSPENSE - NEW FOUNDATION	$3,260.46
7/10/2026 UNITED HEALTH CARE SPECIALITY	100.5800.213.000.00.00.000	SUSPENSE LIFE INSURANCE	$1,894.36
7/10/2026 VERIZON	100.2600.530.000.00.00.000	COMMUNICATIONS OPER MAINT	$1,116.13
7/10/2026 WADE'S COMIC MADNESS	128.1450.610.000.30.00.000	SUPPLIES - 21ST CENTURY C11 YR4	$1,179.10
7/10/2026 WM CORPORATE SERVICES, INC.	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$4,948.83
7/10/2026 WW GRAINGER	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$794.93
7/10/2026 XEROX CORPORATION	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$1,491.86

GRAND TOTAL: $544,111.97

VOUCHER SUMMARY REPORT

Voucher #1016

DATE	REMIT TO	ACCOUNT	DESCRIPTION	AMOUNT
7/22/2026	11400 LLc	500.3100.610.000.00.00.000	SUPPLIES GENERAL FD SVC	$59.05
7/22/2026	BCTHS - GENERAL FUND	500.0424.000.000.00.00.000	PRIOR YEAR PAYABLES FD SVC	$12.65
7/22/2026	KATHERINE BERGEN	500.0493.000.000.00.00.000	PREPAYMENTS CAFETERIA ACCOUNTS	$4.85
7/22/2026	KIMBERLY REHBEIN	500.0493.000.000.00.00.000	PREPAYMENTS CAFETERIA ACCOUNTS	$20.00
7/22/2026	TRACY NAGEL	500.0493.000.000.00.00.000	PREPAYMENTS CAFETERIA ACCOUNTS	$74.30

GRAND TOTAL: $170.85

VOUCHER SUMMARY REPORT
Voucher #1018

DATE	REMIT TO	ACCOUNT	DESCRIPTION	AMOUNT
7/24/2026	ACS SERVICES, LLC	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$970.00
7/24/2026	ACS SERVICES, LLC	100.2600.430.000.00.00.000	REPAIRS & MAINT OPER MAINT	$2,270.00
7/24/2026	AL HOPKINS	160.1300.610.000.00.00.999	SUPPLIES SOAR	$464.11
7/24/2026	ARAMARK SERVICES, INC.	100.2600.330.000.00.00.000	PROFESSIONAL SVCS OPER MAINT	$11,746.08
7/24/2026	BARNES AND NOBLE	100.1100.640.000.30.00.150	BOOKS ENGLISH	$1,952.10
7/24/2026	BC FIRE PROTECTION INC.	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$82.00
7/24/2026	BCTS SPECIAL ACCOUNT	100.0101.000.000.00.00.905	CASH SPECIAL ACCOUNT	$2,033.01
7/24/2026	BRISTOL TOWNSHIP	100.4200.450.000.00.00.000	Site Improvements Construction Services	$10,206.00
7/24/2026	CBIZ BENEFITS & INSURANCE SERVICES OF PA	100.2320.525.000.00.00.000	BONDING INS BOARD TREAS	$100.00
7/24/2026	CBIZ BENEFITS & INSURANCE SERVICES OF PA	100.2600.521.000.00.00.000	FIRE INSURANCE OPER MAINT	$66,117.00
7/24/2026	CBIZ BENEFITS & INSURANCE SERVICES OF PA	100.2600.522.000.00.00.000	AUTO LIAB INSURANCE OPER MAINT	$34,927.00
7/24/2026	CBIZ BENEFITS & INSURANCE SERVICES OF PA	100.2600.523.000.00.00.000	GENL PROP/LIAB INS OPER MAINT	$111,059.00
7/24/2026	CBIZ BENEFITS & INSURANCE SERVICES OF PA	100.2600.529.000.00.00.000	OTHER INSURANCE OPER MAINT	$97,472.00
7/24/2026	CENGAGE LEARNING	100.1300.640.000.30.00.070	BOOKS - CARPENTRY	$6,678.00
7/24/2026	CENGAGE LEARNING	100.1300.640.000.30.00.160	BOOKS - DENTAL HEALTH CAREERS	$906.90
7/24/2026	CENTURY LINK	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$436.77
7/24/2026	CENTURY LINK	100.2600.530.000.00.00.000	COMMUNICATIONS OPER MAINT	$256.51
7/24/2026	CHRISTOPHER JOHNSTON	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$300.00
7/24/2026	COLLECTIVE EVENT GROUP AT BENSALEM	100.2122.610.000.00.00.000	SUPPLIES PPS	$661.20
7/24/2026	COSTELLO FUEL OIL, INC.	100.2600.626.000.00.00.000	GASOLINE OPER MAINT	$2,139.49
7/24/2026	DANE & SON CONSTRUCTION, INC	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$2,005.00
7/24/2026	DANE & SON CONSTRUCTION, INC	141.0424.000.000.00.00.000	PRIOR YEAR PAYABLES PCCD SEC GRT 2025	$28,715.00
7/24/2026	DANE & SON CONSTRUCTION, INC	143.0424.000.000.00.00.000	PRIOR YEAR PAYABLE PCCD SEC ENHANCE	$4,050.00
7/24/2026	DANE & SON CONSTRUCTION, INC	150.0424.000.000.00.00.000	PRIOR YEAR PAYABLE ANNEX BLDG	$87,727.50
7/24/2026	DAWN FOOD PRODUCTS, INC	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$87.16
7/24/2026	DAWN FOOD PRODUCTS, INC	100.1300.610.000.30.00.040	SUPPLIES PROFESSIONAL BAKING	$1,284.89
7/24/2026	DVASBO	100.2500.810.000.00.00.000	DUES & FEES BUS OFFICE	$250.00
7/24/2026	ELECTRONIX EXPRESS	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$365.29
7/24/2026	FOLLETT CONTENT SOLUTIONS, LLC	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$480.20
7/24/2026	GOODHEART-WILLCOX PUBLISHER	100.1300.640.000.30.00.020	BOOKS AUTO TECHNOLOGY I	$14,193.53
7/24/2026	HOLY FAMILY UNIVERSITY.	100.5800.610.000.00.00.709	SUSPENSE DUAL ENROLLMENT	$1,200.00
7/24/2026	J.P. COOKE COMPANY	100.2500.610.000.00.00.000	SUPPLIES BUS OFFICE	$64.30
7/24/2026	JENNIFER HENRY	100.1100.275.000.30.00.180	VISION REIMBURSEMENT SCIENCE	$300.00
7/24/2026	JOHNSTONE SUPPLY (EASTON)	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$1,301.13
7/24/2026	JOHNSTONE SUPPLY (EASTON)	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$0.00
7/24/2026	LAKESIDE	100.2160.329.000.30.00.000	Prof Educ Services	$7,700.40
7/24/2026	LANCASTER-LEBANON IU13	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$16.00

7/24/2026 LANCASTER-LEBANON IU13	100.2818.648.000.00.00.000	EDUC SOFTWARE TECHNOLOGY SVCS	$10,112.00
7/24/2026 LINKIT!	100.2818.648.000.00.00.000	EDUC SOFTWARE TECHNOLOGY SVCS	$22,540.80
7/24/2026 McGRAW HILL SCHOOL EDUCATION	100.1300.640.000.30.00.120	BOOKS ALLIED HEALTH	$4,552.00
7/24/2026 MUSIC THEATER INTERNATIONAL	100.3210.610.000.30.00.661	SUPPLIES DRAMATICS	$3,390.00
7/24/2026 ODP BUSINESS SOLUTIONS, LLC.	100.1100.610.000.30.00.000	SUPPLIES ACADEMIC GENERAL	$2,179.58
7/24/2026 ODP BUSINESS SOLUTIONS, LLC.	100.1100.610.000.30.00.150	SUPPLIES ENGLISH	$23.54
7/24/2026 ODP BUSINESS SOLUTIONS, LLC.	100.1300.610.000.30.00.000	SUPPLIES GENERAL SCHOOL VOCTL	$1,989.10
7/24/2026 ODP BUSINESS SOLUTIONS, LLC.	100.2122.610.000.00.00.000	SUPPLIES PPS	$733.27
7/24/2026 ODP BUSINESS SOLUTIONS, LLC.	100.2380.610.000.00.00.000	SUPPLIES PRINCPLS OFF	$80.16
7/24/2026 ODP BUSINESS SOLUTIONS, LLC.	100.2500.610.000.00.00.000	SUPPLIES BUS OFFICE	$36.11
7/24/2026 PAPSA	100.2111.810.000.00.00.000	DUES & FEES - SUPERVISOR OF STUDENT	$340.00
7/24/2026 PECO ENERGY (GAS)	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$242.63
7/24/2026 PECO ENERGY (GAS)	100.2600.621.000.00.00.000	NATURAL GAS HTG OPER MAINT	$175.69
7/24/2026 PENNSYLVANIA STEEL COMPANY	180.0424.000.000.00.00.000	PRIOR YEAR PAYABLES AD ED	$1,624.00
7/24/2026 QUILL	100.1100.610.000.30.00.140	SUPPLIES PHYS ED	$210.00
7/24/2026 QUILL	100.1100.610.000.30.00.170	SUPPLIES MATH	$265.04
7/24/2026 QUILL	100.2360.610.000.00.00.000	SUPPLIES DIRECTORS OFF	$83.42
7/24/2026 SABRINA NICOLETTI	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$300.00
7/24/2026 SCHOLASTIC CLASSROOM MAGAZINES	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$219.78
7/24/2026 SHAPE AMERICA	100.1100.810.000.30.00.140	DUES & FEES PHYS ED	$229.00
7/24/2026 SHERWIN WILLIAMS COMPANY	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$633.51
7/24/2026 SNAP-ON INDUSTRIAL, INC.	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$231.90
7/24/2026 TELEMEDIA, LLC	100.1300.648.000.30.00.010	EDUC SOFTWARE/AV COLL REPAIR	$485.00
7/24/2026 TELEMEDIA, LLC	100.1300.648.000.30.00.020	EDUC SOFTWARE/AV AUTO TECH I	$242.50
7/24/2026 TELEMEDIA, LLC	100.1300.648.000.30.00.022	EDUC SOFTWARE/AV AUTO TECH III	$242.50
7/24/2026 TELEMEDIA, LLC	100.1300.648.000.30.00.050	EDUC SOFTWARE/AV COSMETOLOGY B	$485.00
7/24/2026 TELEMEDIA, LLC	100.1300.648.000.30.00.071	EDUC SOFTWARE/AV FINE WOODWORKING	$242.50
7/24/2026 TELEMEDIA, LLC	100.1300.648.000.30.00.086	EDUC SOFTWARE/AV DIESEL TECH	$485.00
7/24/2026 TELEMEDIA, LLC	100.1300.648.000.30.00.110	EDUC SOFTWARE/AV MACHINE TECH	$485.00
7/24/2026 TELEMEDIA, LLC	100.1300.648.000.30.00.150	EDUC SOFTWARE/AV PLUMB HTG	$242.50
7/24/2026 TELEMEDIA, LLC	100.1300.648.000.30.00.210	EDUC SOFTWARE/AV WELDING	$485.00
7/24/2026 THE MASTER TEACHER	100.2836.360.000.30.00.000	Employee Training and Development Services	$1,566.00
7/24/2026 TSA CONSULTING GROUP	100.2360.290.000.00.00.000	OTHER EMPL BENEFITS DIRECTOR	$500.00
7/24/2026 UNITED HEALTH CARE SPECIALITY	100.5800.213.000.00.00.000	SUSPENSE LIFE INSURANCE	$1,936.74
7/24/2026 US FOODSERVICE	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$3,011.27
7/24/2026 VERIZON	100.2818.340.000.00.00.000	TECHNICAL SERVICES TECHNOLOGY	$279.00
7/24/2026 W.B. MASON CO., INC.	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$20,833.06
7/24/2026 WESTERN PEST SERVICES	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$242.50

VOUCHER SUMMARY REPORT
Voucher #1018

7/24/2026 WILLIAM BROWN	100.2271.240.000.30.00.000	Instructional Staff Dev Tuition Certified Stf	$1,700.00
7/24/2026 WW GRAINGER	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$2,664.85

GRAND TOTAL: $586,837.52

VOUCHER SUMMARY REPORT

Voucher #1043

DATE	REMIT TO	ACCOUNT	DESCRIPTION	AMOUNT
8/6/2026	PECO PAYMENT PROCESSING (Gas 2)	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$30,784.52
8/6/2026	PECO PAYMENT PROCESSING (Gas 2)	100.2600.621.000.00.00.000	NATURAL GAS HTG OPER MAINT	$697.07

GRAND TOTAL: $31,481.59

VOUCHER SUMMARY REPORT
Voucher #1040

DATE	REMIT TO	ACCOUNT	DESCRIPTION	AMOUNT
8/7/2026	A/CAPA	100.2122.810.000.00.00.000	DUES & FEES PPS	$240.00
8/7/2026	ACS SERVICES, LLC	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$18,600.00
8/7/2026	ACS SERVICES, LLC	100.2600.430.000.00.00.000	REPAIRS & MAINT OPER MAINT	$1,491.25
8/7/2026	AL HOPKINS	160.1300.610.000.00.00.999	SUPPLIES SOAR	$66.19
8/7/2026	AMAZON CAPITAL SERVICES	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$227.77
8/7/2026	AMERICAN SOC. OF PHLEBOTOMY TECHNICIANS	180.1610.611.000.00.00.000	SUPPLIES EDUCATIONAL AD ED	$552.00
8/7/2026	AMY SHELLY	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$1,343.00
8/7/2026	ANDREW RUPPERSPERGER, D.O.	100.2400.330.000.00.00.000	PROF SVCS PUPIL HEALTH	$2,000.00
8/7/2026	CENGAGE LEARNING	100.1100.640.000.30.00.190	BOOKS SOC STUDIES	$6,501.00
8/7/2026	CHESTER COUNTY IU	100.2818.650.000.00.00.000	SUPPLIES & FEE TECH RELATED TECH SVC	$5,575.00
8/7/2026	CHRISTOPHER JACKSON	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$4,300.00
8/7/2026	CliftonLarsonAllen LLI	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$3,900.00
8/7/2026	COLLECTIVE EVENT GROUP AT BENSALEM	100.2122.610.000.00.00.000	SUPPLIES PPS	$661.20
8/7/2026	COSMOPROF BEAUTY	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$348.52
8/7/2026	DE LAGE LANDEN	100.5140.830.000.00.00.000	LEASE INTEREST EXP RIGHT TO USE	$42.26
8/7/2026	DE LAGE LANDEN	100.5140.910.000.00.00.000	LEASES & OTHER RIGHT TO USE	$765.74
8/7/2026	DELAWARE VALLEY HEALTH TRUST	100.0132.000.000.00.00.934	Due from Internal Service Fund	($13,580.67)
8/7/2026	DELAWARE VALLEY HEALTH TRUST	100.0461.000.000.00.00.900	ACCRUED: HEALTH INS BENEFITS	$284,082.54
8/7/2026	DELAWARE VALLEY HEALTH TRUST	100.0461.000.000.00.00.901	ACCRUED: DENTAL INS BENEFITS	$9,816.46
8/7/2026	DIANE PALLOTTA	100.2500.230.000.00.00.000	RETIREMENT BUS OFFICE	$165.00
8/7/2026	EASTERN ALLIANCE INSURANCE COMPANY	100.5800.260.000.00.00.000	SUSPENSE WORKERS COMP	$24,043.00
8/7/2026	EBSCO INFORMATION SERVICES	100.2250.648.000.30.00.000	EDUC SOFTWARE/AV LIBRARY	$4,470.00
8/7/2026	ECCOTROL	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$2,297.50
8/7/2026	ENVIRONMENTAL CONNECTION INC.	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$500.00
8/7/2026	ERIN KEHAN	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$4,300.00
8/7/2026	FAROUK SYSTEMS, INC.	100.5800.610.000.00.00.700	SUSPENSE COSMETOLOGY KITS	$18,081.36
8/7/2026	FAROUK SYSTEMS, INC.	128.1450.610.000.30.00.000	SUPPLIES - 21ST CENTURY C11 YR4	$59.89
8/7/2026	FEDEX	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$13.43
8/7/2026	H & R SCRATCH AND DENT	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$1,900.00
8/7/2026	HILLYARD, INC. - DELAWARE VALLEY	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$625.10
8/7/2026	HSLC	100.2250.810.000.00.00.000	DUES & FEES LIBRARY	$325.00
8/7/2026	INTEGRATED SYSTEMS CORPORATION	100.2122.648.000.00.00.000	SOFTWARE PPS	$389.00
8/7/2026	IVINS OUTREACH CENTER	128.2290.271.000.30.00.000	HEALTH PROF ED 21ST CENT C11 Y4	$409.57
8/7/2026	JAKE McDONNELL	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$3,412.00
8/7/2026	JOE BRYMER	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$929.29
8/7/2026	JOHNSTONE SUPPLY (EASTON)	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$305.85
8/7/2026	JONES & BARTLETT LEARNING, LLC	100.1300.640.000.30.00.140	BOOKS EMERGENCY SERVICES	$8,683.46

VOUCHER SUMMARY REPORT
Voucher #1040

8/7/2026	JULIE FIELDS	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$4,167.84
8/7/2026	KEYSTONE - K12 MANAGEMENT DBA	128.1450.610.000.30.00.000	SUPPLIES - 21ST CENTURY C11 YR4	$3,718.00
8/7/2026	KILGORE INTERNATIONAL, INC.	100.1300.610.000.30.00.160	SUPPLIES - DENTAL HEALTH CAREERS	$2,644.00
8/7/2026	KRISTINE ALFES	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$4,300.00
8/7/2026	LEILA KARPUZI	100.2271.240.000.30.00.000	Instructional Staff Dev Tuition Certified Stf	$825.00
8/7/2026	MARSHALL DENNEHEY, P.C.	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$7,062.50
8/7/2026	MASTERMAN'S	100.2290.610.000.00.00.600	SUPPLIES INSTR SUPPORT SAFETY	$1,922.40
8/7/2026	MC MASTER-CARR SUPPLY COMPANY	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	($63.74)
8/7/2026	MC MASTER-CARR SUPPLY COMPANY	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$169.89
8/7/2026	MESSICK'S	100.2600.430.000.00.00.000	REPAIRS & MAINT OPER MAINT	$813.82
8/7/2026	MSC INDUSTRIAL SUPPLY CO INC	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$902.88
8/7/2026	NOODLE TOOLS, INC.	100.2250.648.000.30.00.000	EDUC SOFTWARE/AV LIBRARY	$510.00
8/7/2026	NOTABLE, INC.	100.2818.648.000.00.00.000	EDUC SOFTWARE TECHNOLOGY SVCS	$6,364.80
8/7/2026	ODP BUSINESS SOLUTIONS, LLC.	100.1100.610.000.30.00.000	SUPPLIES ACADEMIC GENERAL	$400.57
8/7/2026	ODP BUSINESS SOLUTIONS, LLC.	100.1300.610.000.30.00.000	SUPPLIES GENERAL SCHOOL VOCTL	$400.59
8/7/2026	ODP BUSINESS SOLUTIONS, LLC.	100.2290.610.000.00.00.602	SUPPLIES INSTR SUPPORT TPC	$463.70
8/7/2026	ODP BUSINESS SOLUTIONS, LLC.	100.2380.610.000.00.00.802	SUPPLIES PRINCPLS OFF Principal	$421.09
8/7/2026	ODP BUSINESS SOLUTIONS, LLC.	100.2832.610.000.00.00.000	SUPPLIES STAFF SERVICES	$428.69
8/7/2026	OMB WAREHOUSE	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$159.69
8/7/2026	PECO ENERGY (ELECTRIC)	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$18,915.00
8/7/2026	PECO ENERGY (ELECTRIC)	100.2600.422.000.00.00.000	ELECTRICITY OPER MAINT	$12,093.20
8/7/2026	PENNDEL HYDRAULIC SALES & SERVICE CO.	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$102.76
8/7/2026	QUILL	100.1241.610.000.30.00.000	SUPPLIES LEARNING SUPPORT	$95.52
8/7/2026	QUILL	100.2500.610.000.00.00.000	SUPPLIES BUS OFFICE	$37.23
8/7/2026	QUILL	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$482.67
8/7/2026	RF DESIGN AND INTEGRATION, INC	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$250.00
8/7/2026	ROGER SMITH, JR.	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$3,386.80
8/7/2026	SAFETY-KLEEN	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$1,569.59
8/7/2026	SCHOOL HEALTH	100.2400.610.000.00.00.000	SUPPLIES FIRST AID	$35.51
8/7/2026	SHERWIN WILLIAMS COMPANY	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$234.13
8/7/2026	STAPLES	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$461.09
8/7/2026	SWEET, STEVENS, KATZ & WILLIAMS, LLP	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$4,696.00
8/7/2026	T-MOBILE	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$116.24
8/7/2026	T-MOBILE	100.2818.650.000.00.00.000	SUPPLIES & FEE TECH RELATED TECH SVC	$233.94
8/7/2026	TGI OFFICE AUTOMATION, INC.	100.2360.610.000.00.00.000	SUPPLIES DIRECTORS OFF	$16.41
8/7/2026	TGI OFFICE AUTOMATION, INC.	100.2380.610.000.00.00.000	SUPPLIES PRINCPLS OFF	$84.11
8/7/2026	TGI OFFICE AUTOMATION.	100.5140.830.000.00.00.000	LEASE INTEREST EXP RIGHT TO USE	$85.38
8/7/2026	TGI OFFICE AUTOMATION.	100.5140.910.000.00.00.000	LEASES & OTHER RIGHT TO USE	$1,337.62

VOUCHER SUMMARY REPORT

Voucher #1040

8/7/2026 THORNRIDGE HARDWARE	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$8.59
8/7/2026 TIMOTHY HOTTEL, DDS	100.1300.640.000.30.00.160	BOOKS - DENTAL HEALTH CAREERS	$927.00
8/7/2026 TSA CONSULTING GROUP	100.2360.290.000.00.00.000	OTHER EMPL BENEFITS DIRECTOR	$683.33
8/7/2026 TSA CONSULTING GROUP	100.2500.290.000.00.00.000	OTHER EMPL BENEFITS BUSI OFFICE	$800.00
8/7/2026 TYLER FORTNA	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$4,300.00
8/7/2026 TYLER FORTNA	100.1300.610.000.30.00.040	SUPPLIES PROFESSIONAL BAKING	$61.56
8/7/2026 W.B. MASON CO., INC.	100.2122.610.000.00.00.000	SUPPLIES PPS	$53.04
8/7/2026 W.B. MASON CO., INC.	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$4,731.20
8/7/2026 WESTERN PEST SERVICES	100.2600.460.000.00.00.000	EXTERMINATION SVCS OPER MAINT	$485.00
8/7/2026 WILLIAM BROWN	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$3,460.56
8/7/2026 WILLIAM V. MACGILL	100.2400.610.000.00.00.000	SUPPLIES FIRST AID	$169.44
8/7/2026 WW GRAINGER	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$3,647.83
8/7/2026 Y-PERS	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$1,912.00
8/7/2026 ZORO TOOLS	100.2600.610.000.00.00.000	SUPPLIES OPER MAINT	$33.18

GRAND TOTAL: $498,959.36

VOUCHER SUMMARY REPORT

Voucher #1048

DATE	REMIT TO	ACCOUNT	DESCRIPTION	AMOUNT
8/13/2026	READING STANDARD MOTORSPORTS	154.0424.000.000.00.00.000	PRIOR YEAR PAYABLE SUP EQUIP GRT	$18,700.00

GRAND TOTAL: $18,700.00

VOUCHER SUMMARY REPORT

Voucher #1049

DATE	REMIT TO	ACCOUNT	DESCRIPTION	AMOUNT
8/24/2026	DANE & SON CONSTRUCTION, INC	100.0424.000.000.00.00.000	PRIOR YEAR PAYABLES	$0.00
8/24/2026	DANE & SON CONSTRUCTION, INC	150.0424.000.000.00.00.000	PRIOR YEAR PAYABLE ANNEX BLDG	$45,000.00
8/24/2026	EASTERN LIFT TRUCK CO., INC.	154.0424.000.000.00.00.000	PRIOR YEAR PAYABLE SUP EQUIP GRT	$38,571.66
8/24/2026	HANK DEGEORGE	100.2360.580.000.00.00.000	TRAVEL DIRECTORS OFF	$325.14
8/24/2026	JOHN HANEY	100.2818.275.000.00.00.000	VISION REIMBURSMENT TECH SERVICES	$229.97
8/24/2026	KELLY KING	100.0132.000.000.00.00.922	DUE FROM CAFETERIA	$314.65
8/24/2026	MARCELLA McADAMS	100.2126.580.000.30.00.000	TRAVEL SCHOOL-TO-CAREER	$99.25
8/24/2026	PAUL LOBECKER	100.1100.275.000.30.00.170	VISION REIMBURSEMENT MATH	$67.90
8/24/2026	TSA CONSULTING GROUP	100.2360.290.000.00.00.000	OTHER EMPL BENEFITS DIRECTOR	$683.34
8/24/2026	TSA CONSULTING GROUP	100.2500.290.000.00.00.000	OTHER EMPL BENEFITS BUSI OFFICE	$400.00

GRAND TOTAL: $85,691.91

TOTAL ALL CHECKS.....$2,138,990.66

Electronic Payment Summary

Fiscal Year 26-27
AUGUST 2026 Board Meeting

	Vendor	Date	Description	Amount
E-86	Pitney Bowes	6/1/26	Postage	$3,000.00
E-87	Rev Trak	6/11/26	May Fees - Café	$824.67
E-88	Rev Trak	6/11/26	May Fees - Student Activity	$8.99
E-89	Rev Trak	6/11/26	May Fees - General Fund	$85.33
E-90	Ivins Outreach Center	6/9/26	Payroll W/E 6/2/26	$9,631.06
E-91	Ivins Outreach Center	6/23/26	Payroll W/E 6/16/26	$8,489.29
E-92	PA Sales Tax	6/22/26	May Sales Tax	$1,209.26
P-12	PSDMAX	6/30/26	Visa Purchases 5/26/26-6/25/26	$55,333.41
E-1	Pitney Bowes	7/1/26	Postage	$3,000.00
E-2	Ivins Outreach Center	7/7/26	Payroll W/E 6/26/26	$10,188.21
E-3	Rev Trak	7/13/26	June Fees - Café	$172.12
E-4	Rev Trak	7/13/26	June Fees - Student Activity	$2.44
E-5	Rev Trak	7/13/26	June Fees - General Fund	$82.83
E-6	Ivins Outreach Center	7/21/26	Payroll W/E 7/14/26	$35,526.12
E-7	PA Sales Tax	7/17/26	June Sales Tax	$31.50
E-8	Ivins Outreach Center	8/3/26	Payroll W/E 7/28/26	$44,667.71
E-9	TSA Consulting Group	8/4/26	Vacation/Sick Time Conversion	$28,305.00
E-10	TSA Consulting Group	8/4/26	Vacation/Sick Time Conversion	$32,512.32
E-11	TSA Consulting Group	8/4/26	Vacation/Sick Time Conversion	$67,049.55
E-12	Rev Trak	8/12/26	July Fees - Café	$24.59
E-13	Rev Trak	8/12/26	July Fees - Student Activity	$22.65
E-14	Rev Trak	8/12/26	July Fees - General Fund	$62.12
				$300,229.17

GRAND TOTAL ALL PAYMENTS.....$2,439,219.83

Transition Students
Dishroom Board Approval
2026-2027

Recommend the Board approve the employment of transition program students at the approved minimum wage rate for the 2026-2027 school year. (Addendum attached)

Adam	**Pullen**
Amaya	**Williams-Watkins**
Ava	**Helsel**
Bryce	**Dalton**
Callie	**Nicholson**
Charles (CJ)	**Loram**
Diego	**Gonzalez**
Gabriel	**Kolber**
Jackson	**McQuibben**
Kamran	**Toby**
Liam	**Logue**
Liam	**Duffy**
Luke	**Grassi**
Marnika	**Dessources**
Peyton	**Hunt**
Raheem	**Pollard**
Sophia	**Ambruoso**
Tiana	**Reeves**

List of personnel who can work after school security 2026/2027 school year

NAME	POSITION
Chuck Burns	Security
Jim Hadley	Security
Mitch Davis	Security
Dave Ferry	Security
Donna Katsoff	Security Reception
John Yeager	Management Assistant
Jason Taylor	Management Assistant

BUCKS COUNTY TECHNICAL HIGH SCHOOL

2026 - 2027 CHAIRPERSONS & ADVISORS

DEPARTMENT CHAIRS		
SUBJECT	NAME	STIPEND
Business	James DiGuiseppe	$2,000.00
English	Daniel Sabatini	$2,000.00
Mathematics	TBD	$2,000.00
Physical Education	Bryan McGinty	$2,000.00
Science	Travis Whisenant	$2,000.00
Social Studies	Robert Woehr	$2,000.00
Special Education	Albert Hopkins, Jr.	$2,000.00

ACADEMY CHAIRS		
ACADEMY	NAME	STIPEND
	TBD	$2,000.00
Construction	Bryan Haas	$2,000.00
	Adrienne Bogarde Roach	$2,000.00
Business, Arts and Technology	Kenneth Smith	$2,000.00
	Albert Hopkins, Jr.	$2,000.00
Health and Human Services	Brandee Baker	$2,000.00
	TBD	$2,000.00
Manufacturing	Victoria Heintz	$2,000.00
	William Bacon	$2,000.00
Transportation	Theresa Prato	$2,000.00

CO-CURRICULAR ADVISORS		
CLUB	NAME	STIPEND
Freshman Class of 2029	Eileen McDonald	$1,200.00
Sophomore Class of 2028	Tracy Brasier	$1,300.00
Junior Class of 2027	Brandee Baker	$1,400.00

	Shannon Seratch (Shared Position)	$900.00
Senior Class of 2026	James Sohenuick (Shared Position)	$900.00

CO-CURRICULAR ADVISORS		
CLUB	NAME	STIPEND
	Angela Ponist (Shared Position)	$1,000.00
Articulation/Dual Enrollment	Lisa McWilliams (Shared Position)	$1,000.00
Be The Change	TBD	$1,100.00
	Trish Zawacki (Shared Position)	$550.00
Bowling	Albert Hopkins, Jr. (Shared Position)	$550.00
Buddies of BCTHS	Michelle Black	$1,100.00
Challenge Adventure	TBD	$1,100.00
Dance	Carly Cofer	$3,000.00
DECA	Lisa Mayo	$1,000.00
Drama	Adrienne Bogarde Roach	$3,000.00
Eligibility Coordinator	Bryan McGinty	$1,000.00
FFA	TBD	$1,000.00
	Mike Thim	$550.00
Future Teachers	Paul Hawkinson	$550.00
	TBD	$600.00
Intramural Advisor/Coordinator	Paul Hawkinson (Shared Position)	$600.00
	Amanda Bucantis (Shared Position)	$550.00
Key Club	Katelyn Hyland (Shared Position)	$550.00
Literary Magazine/Writers	TBD	$1,100.00
Mathletes	TBD	$1,100.00
National Honor Society	Tracy Brasier	$1,100.00
Peer Tutoring	Angela Poinst	$500.00
Reading Olympics	Georgette Helbling	$1,100.00
SADD	Lenard Quici	$1,000.00
	Tracey Marks (Shared Position)	$550.00
SAGA	Jeri Oscovitch (Shared Position)	$550.00

	Jamie Sohenuick (Shared Position)	$1,500.00
SkillsUSA	Shannon Seratch (Shared Position)	$1,500.00
Student Council	Kelly Woehr	$1,100.00
Video Club	TBD	$1,200.00
Wellness	Marcella McAdams	$1,100.00

2026-2027

BCTE Technical Assistance Program

MEMORANDUM of UNDERSTANDING

between Career and Technical Centers or School Districts and the Bureau of Career and Technical Education (BCTE)

Purpose

The purpose of the Technical Assistance Program (TAP) is to significantly raise the academic and technical achievement of all students enrolled in approved CTE programs at a career and technical center (CTC) or high school. The TAP activities will assist CTCs and schools with CTE programs with increasing student performance as measured on academic assessments and occupational end-of-program assessments by providing job-embedded professional learning and other resources for educators and administrators. Each participating school agrees to align their Perkins local application activities for increasing student achievement with the TAP offerings along with participating in relevant professional development activities provided by the Bureau of Career and Technical Education (BCTE).

TAP Activities

Your school has indicated participation in the TAP services and activities listed below for the 2026-2027 school year. Schools have been chosen to participate in TAP services and activities based on the BCTE review of your Intent to Participate Survey responses, the school's ability to most benefit from each of the TAP services, and by the data from the Perkins performance indicators.

By signing and returning the Memorandum of Understanding (MOU), your school agrees to participate in all TAP activities listed on the MOU. **The BCTE staff expects each school to commit to the training and coaching days for each TAP service and activity. TAP consultants will contact each school's administrator to schedule training and coaching days after the MOU is signed and returned**. **In the future, if you are unable to participate in a TAP activity listed on the signed MOU, contact Karlie Haywood, Assistant Director, Education Resource Center at Penn State Greater Allegheny, at kqh5844@psu.edu. BCTE will be made aware of these changes to the MOU.**

Memorandum of Understanding

with

Bucks County Technical High School

2026 – 2027

Technical Assistance Program (TAP) Activities

By signing this Memorandum of Understanding, you are assuring BCTE of your school's participation in the TAP activity or activities listed below.

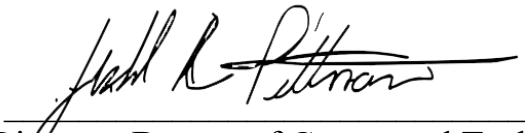
- **CTDSL**

_____

Career and Technology Center Director Date

_____

Superintendent of Record Signature **or** School District Superintendent Date



8/14/26

Director, Bureau of Career and Technical Education Date
Pennsylvania Department of Education

Appendix II – Authorized Official Resolution

Be it RESOLVED, that the Bucks County Technical High School of Bucks County hereby request a Public School Facility Improvement Grant of $1,000,000 from the Commonwealth Financing Authority to be used for Building Window Replacement and Masonry Repairs.

Be it FURTHER RESOLVED, that the Applicant does hereby designate Mark Holtzman, Administrative Director and Evan Baker, Assistant Administrative Director as the official(s) to execute all documents and agreements between the Bucks County Technical High School and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Sharon Rendeiro, duly qualified Secretary of the Bucks County Technical High School, Bucks County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Bucks County Technical High School Joint Board Committee at a regular meeting held August, 24, 2026 and said Resolution has been recorded in the Minutes of the Bucks County Technical High School and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Bucks County Technical High School, this 24th day of August, 2026.

_____
Name of Applicant

_____
County

_____
Secretary

BUCKS COUNTY TECHNICAL HIGH SCHOOL

2026-2027 STUDENT HANDBOOK & CODE OF CONDUCT



Contained in this Student Handbook and Code of Conduct are procedures and policies that will help to guide us as we begin the new school year. It cannot cover every situation that occurs at BCTHS. Rather, it offers a blueprint to guide students to success and avoid the potential barriers to success. Like any work in progress, we will continue to refine our procedures and policies to ensure that each student is provided with the tools necessary to become a productive citizen and life-long learner. This document will be posted on the BCTHS website, www.bcths.com. Updates will be made throughout the year.

BCTHS
BUCKS COUNTY TECHNICAL HIGH SCHOOL

610 Wistar Road
Fairless Hills, PA 19030
Main Office: 215-949-1700
Fax: 215-949-2104
Website: www.bcths.com

MISSION

Our mission, in cooperation with participating school districts, is to prepare all students for careers, post-secondary education, and life-long learning, by providing knowledge and practical skills through high quality, integrated, standards-driven curriculum, access to current technologies, work-related experiences, and partnerships within the community.

BELIEFS

- We believe family is the foundation for human development.
- We believe the use of state-of-the-art and emerging technology is essential to quality education.
- We believe education is a societal responsibility.
- We believe communication is vital for success.
- We believe learning is a life-long process.
- We believe higher expectations lead to higher results.
- We believe an emotionally and physically safe environment is essential for learning.
- We believe all people are unique and have the potential to learn.
- We believe that all students should be given equal opportunity to learn to their fullest potential.
- We believe high ethical standards are critical to effective citizenship.

HISTORY OF THE SCHOOL

BCTHS began in spirit in 1955 when seven school districts voted to support an area technical school. The seven districts were Bensalem Township, Bristol Township, Falls Township, Lower Makefield Township, Yardley Borough, Tullytown Borough, and Morrisville Borough. Shortly thereafter, a 47-acre site was chosen on Wistar Road in Fairless Hills, PA. Construction of the building began in 1957, and the school opened its first session in September 1958 with an enrollment of approximately 600 students. During the years 1958 to 1963, there was increased interest on the part of students to enroll in the various course offerings of the school. In addition, overtures were made by the Neshaminy and Bristol Borough School Districts. By September 1964, plans were developed for expansion of facilities. Construction began and was completed in September 1965. In 1976, four additional instructional units (portable classrooms) were completed to enable minimal expansion for the increased enrollment of students. A new, state-of-the-art comprehensive technical high school opened in September 2000 with a maximum capacity of 1,500 students. The school also plays an active role in the community by providing Adult Education Programs during the evening. BCTHS is currently under the leadership of Henry DeGeorge, Administrative Director.

CIVIL RIGHTS

It is the policy of Bucks County Technical High School (BCTHS) not to discriminate on the basis of race, color, national origin, sex, religion, age, gender, sexual orientation, disability/handicap, genetic information, or any other legally protected classification in its admissions, educational programs, activities, or employment policies, as required by Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and the Pennsylvania Human Relations Act. BCTHS provides equal access to all Career and Technical Education (CTE) programs and activities. Lack of English language skills will not be a barrier to admission or participation in CTE programs. BCTHS also provides equal access to the Boy Scouts and other designated youth groups. For information regarding services, activities, and facilities that are accessible to and usable by persons with disabilities, or for inquiries related to compliance with Title VI, Title IX, and Section 504, please contact the Human Resources Coordinator, 610 Wistar Road, Fairless Hills, PA 19030, (215) 949-1700 ext. 2807, or email hr@bcths.com.

Es la política de Bucks County Technical High School (BCTHS) no discriminar por motivos de raza, color, origen nacional, sexo, religión, edad, género, orientación sexual, discapacidad o impedimento, información genética, ni por ninguna otra clasificación protegida por la ley, en sus procesos de admisión, programas educativos, actividades o políticas de empleo, de conformidad con el Título VI de la Ley de Derechos Civiles de 1964, el Título IX de las Enmiendas de Educación de 1972, la Sección 504 de la Ley de Rehabilitación de 1973, la Ley de Discriminación por Edad de 1975, la Ley para Estadounidenses con Discapacidades (ADA) de 1990 y la Ley de Relaciones Humanas de Pensilvania. Bucks County Technical High School (BCTHS) ofrece igualdad de acceso a todos los programas y actividades de Educación Profesional y Técnica (Career and Technical Education, CTE). La falta de dominio del idioma inglés no será un obstáculo para la admisión ni para la participación en los programas de CTE. Asimismo, Bucks County Technical High School (BCTHS) brinda igualdad de acceso a los Boy Scouts y a otros grupos juveniles designados. Para obtener información sobre los servicios, actividades e instalaciones accesibles y utilizables por personas con discapacidades, o para realizar consultas relacionadas con el cumplimiento del Título VI, el Título IX y la Sección 504, comuníquese con el Coordinador de Recursos Humanos, 610 Wistar Road, Fairless Hills, PA 19030, al (215) 949-1700, extensión 2807, o por correo electrónico a hr@bcths.com.

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Sarah Sheilds
Patricia Zawacki

SYSTEMS ADMINISTRATOR
Charlie Fitch

I.T. TECHNICIAN
Hunter Pennypacker

SCHOOL POLICE OFFICER
Andrew Amoroso

SECTION I

ADMISSIONS CRITERIA

Students interested in attending BCTHS must complete an application, which is available at the school and in the guidance offices at the sending school districts. The philosophy of BCTHS is that passing grades, attendance, punctuality, and appropriate behavior are important to employers and to successfully enter post-secondary education. As a result, the criteria for acceptance into the school will be determined by grades in Math, Science, English and Social Studies, attendance, punctuality, and a student's discipline record.

ARMED FORCES/SELECTIVE SERVICE

All young men have an obligation to register with the Armed Forces/Selective Service System within 30 days of their 18th birthday. You can register at any U.S. Post Office. More information concerning registration can be obtained from your counselor. Armed Forces/Selective Service is comparing registrations against lists supplied by the PA Department of Transportation, the Social Security Administration, and the Internal Revenue Service to locate possible violators. Young men applying for grants, loans, or work assistant programs under Title IV of the Higher Education Act will be required to complete a Statement of Compliance at the school, college, or university they are attending or plan to attend. Failure to register may result in cancellation of your loan, grant, or other assistance. Section 9528 of the No Child Left Behind Act of 2001 requires schools to release a family's private information to military recruiters unless an "OPT OUT" in writing is turned in to Pupil Personnel Services by September 30th of the student's junior year of school. For example, "As a parent, I am exercising the right to request that you do not turn over the name, address, telephone number, and school records to the Armed Services, Military Recruiters, or Military School.

ASSEMBLY PROGRAMS

Assembly programs may be held during the year with additional programs scheduled, if needed. Students are expected to conduct themselves in an orderly and mannerly fashion during the programs and when traveling to and from an assembly.

ATHLETIC ELIGIBILITY

A student who participates in interscholastic athletics at a school which is a member of Pennsylvania Interscholastic Athletic Association, Inc. ("P.I.A.A.") must adhere to the P.I.A.A. eligibility rules for student athletes. If you fail to comply with the P.I.A.A. rules, you will lose your eligibility to represent your school in interscholastic athletics. If you participate while ineligible, your school or team will be penalized. It is, therefore, important for you to be aware of the requirements to which you are subject. Our principal is responsible for verifying eligibility, therefore, if you have any questions concerning your athletic eligibility, either present or future, contact the principal, who has a complete list of all the P.I.A.A. eligibility rules. The principal may also obtain from the appropriate P.I.A.A. District Committee, a formal ruling as to your athletic eligibility. Students who would like to participate in collegiate athletics at the Division I or Division II level must register with the N.C.A.A. clearinghouse after the completion of their junior year. Forms are available from your school counselor or the principal in charge of extracurricular activities. BCTHS is registered with the N.C.A.A. Clearinghouse.
Please be advised that not all courses offered at BCTHS meet P.I.A.A. requirements. It is the student and parent/guardian's responsibility to inform your child's school counselor if they play a sport at the start of each school year.

ATTENDANCE POLICY

Please refer to School Board Policy #204

Start Time 7:18am Dismissal Time 1:54PM
Students between the ages of 6 and 18 years of age are under the PA Compulsory Attendance Law. Exceptions from compulsory attendance shall be permitted under conditions as specified in Sections 1327 and 1333 of the School Laws of PA. Attendance at BCTHS is viewed as preparation to enter the world of work.

PA Truancy Act 138 of 2016 requires that a warning letter be issued to the parent/guardian of a student who has been absent without excuse (illegal absence) for three days. If the student is absent without excuse for one additional day (4 illegal absences) the law requires that a **School Attendance Improvement Conference (SAIC**) be convened.

Under this law, a child is considered **Habitually Truant** if he/she accumulates 6 or more unexcused (illegal) absences. **Habitually Truant** will be referred either to a school/community-based school attendance program (such as Bucks County Children & Youth) or a **Truancy Citation** will be

submitted to the **District Magistrate.**

TRUANCY COURT
Under this law, a person convicted of an offense may be:

1. Sentenced to pay a fine not exceeding $300 plus court costs for the first offense; a fine not exceeding $750 for a third or subsequent offense.
2. Sentenced to perform community service or:
    - Be required to complete a course or program designed to improve school attendance.
    - To have the student's driver's license suspended.

Absences/Tardies (Lates to school):
A legal absence/tardy will be granted for the following reasons: illness, obtaining professional health care or therapy rendered by a licensed practitioner of the healing arts; quarantine; death in the family, impassable roads, inclement weather, home emergencies directly related to the student and exceptionally urgent reasons. **A legal absence/tardy will not be granted for oversleeping, missing the bus or serving as a caregiver for adults or children.** For an absence or tardy to be considered **excused** you must provide one (1) of the following **within three (3) days** of the student's return to school**:**

1. Send an email to attendance@bcths.com.
2. Provide a handwritten note to the PPS Office.
3. Provide a note from a licensed medical professional or licensed professional of the healing arts.

**The email/note must include the student's name, the date(s) of the absence/tardy and describe the reason for the absence(s)/tardy.*

****Habitual tardiness without a valid excuse will be treated with the same seriousness as an unexcused or unlawful absence with similar consequences. Ten (10) unexcused tardies will be counted as one (1) unlawful absence.**
*****Once a child has 10 or more cumulative absences (excused or unexcused), a written excuse signed by a licensed medical provider or licensed practitioner of the healing arts will be required for all absences moving forward or the absence will be considered unlawful.**

College/Secondary Institution Visits
Juniors and seniors may visit colleges/post-secondary institutions a maximum of three days (3) per year. Absences will be excused with an official letter on the college/post-secondary school letterhead.

PENNSYLVANIA LAW: PA Act 47 of 2025: Attendance and Cyber Charter Transfers
Effective December, 2025, students who are habitually truant- defined as six (6) or more unexcused absences- cannot transfer to a cyber charter school during the school year unless a judge determines the move is in the student's best interest.

Early Dismissals
Students may be excused from attendance during the regular school day upon the receipt of a written request submitted by the parent/guardian to the Pupil Services Office. Requests for early dismissal of a student must be submitted no later than 8:30am. The request must contain the student's name; date of the early dismissal; time of the requested dismissal; reason for the dismissal; signature of parent/guardian; and home/business telephone number of parent/guardian.
BCTHS staff may take steps necessary to verify the request.

The parent/guardian must come into the school with a photo ID to pick up their child for early dismissal. If the student will be driving themselves, the student will not be dismissed until school staff have verified with the parent/guardian via the phone that their child may self-sign out – this includes students who are 18 years of age or older.

No student will be released during the school day to any individual who has not identified him/herself to the satisfaction of the administration.

Educational Trips
We do not grant approval for students to miss school for vacation purposes. For this reason, parents/guardians are advised to schedule family vacations during holiday and/or summer periods. Any absence from school for vacation purposes will be considered unexcused and illegal. An exception is for trips that are considered educational and have received prior written approval by the administration.

Parents or legal guardians may request that their child be excused from school attendance to participate in an educational trip that is not sponsored by the school district. Since regular class attendance is a critical component of a student's educational program, the educational benefits of the trip should outweigh the negative impact of the disruption of the student's educational program.

Each request to excuse a student from school attendance for an educational trip will be individually reviewed and evaluated to determine if the trip serves an educational purpose. The student's academic achievement and prior attendance record will also be considered.

A request for an educational trip is subject to the following conditions:

1. The parent/guardian must submit a written request to the Supervisor of Pupil Services on the *Request Form for Educational Trips* (found on our website or in the PPS Office).

2. Requests must be submitted at least two (2) weeks prior to the date of the trip.

3. No more than five (5) school days each school year will be approved for an educational trip. Approved trips will not be counted towards the 10 cumulative days.

4. Trips that coincide with the first or last ten (10) days of the school year or during fina examination periods will not be approved, except in emergency situations. There will be no permission granted to students during standardized testing, AP testing or NOCTI's.

The Supervisor of Pupil Services or her designee, will notify the parent/guardian of approval or denial of the request.

Leaving the building before the end of school - Parents/guardians are required to send written notification to the main office to verify the need for a student to leave the building prior to the end of the school day. Likewise, it is essential for parents to have current telephone numbers on record in the event there is a need for parent notification**.**

Students who are absent from school are ineligible to participate in any extracurricular activities scheduled for that day unless prior approval has been given by administration. If an absence occurs before a weekend or holiday, students will not be able to participate in any extracurricular activities scheduled for that weekend or holiday. Extreme circumstances will be handled by administration on a student-by-student basis. High absenteeism leads teachers and potential employers to question one's reliability and accountability. Excessive absenteeism is a clear indication of lack of interest in a comprehensive education.

LEAVING SCHOOL GROUNDS WITHOUT PERMISSION:
Except for approved early dismissals, students are not permitted to leave school property during school hours. No permission for students leaving may be given by faculty, only by Pupil Services or Administration. Once students have arrived on school property, they are prohibited from leaving the property without proper authorization from Pupil Services. Also, students are not permitted to go to their cars parked off school grounds during school hours.

AUTOMATED CALLING

BCTHS uses an automated calling system to notify parents/guardians and staff in the case of an emergency (i.e. weather related school closings) and to communicate special activities and events. An automated phone call will be placed to the parents/guardians of all students who are not in the building by 8:30am.

AUTOMATIC EXTERNAL DEFIBRILLATOR

BCTHS has important emergency procedures in place. In the event of a sudden cardiac arrest, CPR followed by defibrillation, is the only known therapy. BCTHS is fortunate to have four strategically placed *Automatic External Defibrillators, (AEDs)* to be used in the event of a sudden cardiac arrest. Because the AEDs must be readily available, they are kept in unlocked storage units in high traffic areas of the school. The storage units are clearly marked and are connected to an alarm system that will sound when the storage unit is opened. Unauthorized opening of the AED storage units will result in an automatic suspension of the student(s). Theft or damage to the defibrillators or storage units will be treated as a criminal offense and the police will be summoned immediately**.**

BACK-TO-SCHOOL NIGHT

Back-to-School Night is scheduled for **Thursday, September 24, 2026**, from 6pm to 8pm. This is an evening for parents to follow their child's roster and meet their teachers. If you wish to discuss a personal matter, please call and set up an appointment.

BEFORE, DURING, & AFTER SCHOOL REGULATIONS

Students are expected to act like responsible citizens. Upon arrival at school, all students are to proceed directly to their first period class - no roaming the halls. Only students with minute passes may enter the classroom after the bell. After the late bell rings, if you do not have a minute pass, do not enter the classroom; report directly to the SWEEP area for a pass ***(see SWEEP procedure below)***.

- There will be no loitering in cars, on the grounds, in the lavatories, or in the halls at any time during the day.
- Before, during and after school students staying on Tuesday and Thursday for after school activities/tutoring must remain in the classroom until 3:30pm. If the activity/tutoring ends prior to that time, students are required to bring a book or additional resources to remain on task. Once a student exits the building, they may not re-enter without permission.
- Congregating in parked cars before or after school or during lunch periods is not allowed.
- No student may leave school property without authorization by administration.

Students arriving at school after 7:30am will report directly to the security desk and submit a late excuse signed by their parent or guardian on the next school day of attendance. Failure to submit a signed excuse will be cause for a parental/guardian conference. There will be **no smoking on school property at any time.** BCTHS has a strict **no smoking** policy ***(See "Tobacco Use", Page 36)***. Violators warrant suspension and/or will receive a citation. As soon as classes are dismissed by teachers, students are expected to proceed to their lockers and leave school property in an orderly manner, unless they are scheduled for a conference or after school activities.

SWEEP PROGRAM:

To assure quick and safe student passing between classes, BCTHS has initiated a SWEEP Program. Students are to travel directly from one class to another without stopping in the hallways for breaks, meeting with other students, etc. No restroom stops, or other stops, should be made during class changes, but may be handled during class time with a pass assigned by a teacher. Sanctions for violations of the SWEEP procedures may result in disciplinary actions and classroom/grading actions.

There are provisions for those students who have great distances to travel between classes; for details, see the following procedures. **The current bell schedule will be utilized for this program.** Please act according to the bells, not the clocks. At the bell denoting the end of a class period, students will be released to their next class. No restroom stops, or other stops, should be made during this three-minute time. Restroom breaks should be made during class times and only with an appropriate pass.

- ✔ At the late bell, designating the beginning of the class period, teachers are to close their classroom doors.
- ✔ Late students should not be permitted into class without an appropriate pass (late pass, sweep pass, minute pass, etc.).
- ✔ Students who are late to class should immediately report to the sweep area which will be manned for approximately 10 minutes after the late bell. If students do not arrive to the sweep area by the 10-minute limit, they will be considered cutting class.
- ✔ After a sweep pass has been issued, the student must report immediately to class.
- ✔ For every three SWEEP accumulations, a student will receive a disciplinary sanction. This action will be progressive (minimum of Saturday detention, with possibility of sanctions from 1 to 10 days possible).
- ✔

BELL SCHEDULES

BELL SCHEDULE
Regular School Day

Period	Ring Time
Report to Period 1	7:10
Period 1	7:18 - 8:03
Period 2	8:08 - 8:47
Period 3	8:52 - 9:31
Period 4	9:36 - 10:15
School-Wide Locker Break	**10:15 - 10:22**
Lunch 1	10:22 - 10:50
Lunch 2	10:54 - 11:22
Lunch 3	11:26 - 11:54
Lunch 4	11:58 - 12:26
Period 5/6	10:22 - 12:26
Change between 5/6 Period for those having 1st lunch	**11:38 - 11:43**
Period 7	12:31 - 1:10
Period 8	1:15 - 1:54

BELL SCHEDULE
Two Hour Delay

Period	Ring Time
Report to Period 1	9:10
Period 1	9:18 - 9:38
Period 2	9:42 - 10:02
Period 3	10:07 - 10:29
Period 4	10:33 - 10:54
Lunch 1	10:59 - 11:27
Lunch 2	11:31 - 11:59
Lunch 3	12:03 - 12:31
Lunch 4	12:35 - 1:03
Period 5/6	10:59 - 1:03
Change Period 5/6 with Lunch 1	**12:15 - 12:19**
Change Period 5/6 with Lunch 4	**11:43 - 11:47**
Period 7	1:08 - 1:29
Period 8	1:33 - 1:54

Disregard all bells when following a 2-hour delay bell schedule. Students will be dismissed according to the above schedule.

BUILDING & CAMPUS PRIDE

Take pride in our school! We are given the opportunity to share and use this building, the facilities, and the campus, and students are asked to assist in the preservation and maintenance of the building and campus. Picking up paper in the classrooms and hallways is everyone's obligation. Do not permit others to damage or destroy your school property. Please join with the faculty, student/school organizations and student leaders every year as we promote building pride.

CAFETERIA USE

Students are scheduled for a half-hour lunch daily in the school cafeteria and must report to the cafeteria on time**. The following rules will apply while in the cafeteria:**

- ✔ Food and beverages are not to be removed from the cafeteria or brought into classrooms and instructional areas.
- ✔ Use of lavatory facilities during lunch is for emergencies only.
- ✔ Conduct in the cafeteria should exemplify your conduct in your own dining room at home, including noise levels.
- ✔ Every student is to eat in the cafeteria, whether or not lunch is purchased, and remain there during the entire lunch period.
- ✔ Students are responsible for the cleanliness of the table at which they eat and the area surrounding it. Receptacles are provided for trash and recyclables. It is expected that the cafeteria be left in a clean condition.
- ✔ Any cafeteria monitor or staff member has the right to make the simple request of any student to pick up debris in the general area of the student's table.
- ✔ Littering and throwing of food or trash will not be tolerated.
- ✔ It is inappropriate to yell, scream, clap or make loud noises in the cafeteria.
- ✔ Language that is inappropriate will not be tolerated.
- ✔ Maintain orderly lines and wait your turn. Do not cut in front of others who are waiting.
- ✔ Theft of food or beverages will be considered "theft of services" and will be handled in accordance with the school's discipline policy.
- ✔ All students must have their ID badge scanned to obtain lunch.
- ✔ Students may access their cell phone during their 30-minute lunch period while in the cafeteria. This privilege could be suspended at any time if so deemed by administration.

Food and beverages are permitted in the career program classrooms for a 10-minute break as approved by the individual instructor for the purpose of modeling a real-world work environment, provided it does not occur until 30 minutes after the last lunch is served.

CALENDAR OF DAYS OFF FOR STUDENTS

AUGUST 2026

31	Monday	In-Service Day- Teachers

SEPTEMBER 2026

1	Tuesday	In-Service/Freshmen Orientation

SEPTEMBER 2026

2	Wednesday	First Day for All Students
3	Thursday	Grades 10-12 only
4	Friday	Holiday- Labor Day

SEPTEMBER 2026

7	Monday	Holiday- Labor Day
21	Monday	Yom Kippur

OCTOBER 2026

14	Wednesday	In Service Day/ACT 80

NOVEMBER 2026

3	Tuesday	Election Day/ In Service Day/ACT 80
11	Wednesday	Veterans Day^
25	Wednesday	In-Service Day
26-27	Thursday/Friday	Thanksgiving Holiday

DECEMBER 2026

24- 31		Winter Break

JANUARY 2027

1	Friday	Winter Break
18	Monday	Martin Luther King, Jr. Day^

FEBRUARY 2027

15	Monday	Presidents Day^

March 2027

17	Wednesday	In-Service Day/ACT 80
25-26	Thursday/Friday	Easter Break
29	Monday	Easter Break

MAY 2027

18	Tuesday	Election Day/In-Service/ACT 80
31	Monday	Memorial Day

JUNE 2027

14	Monday	Last Day for Students (½ day)
15	Tuesday	In-Service Day
16	Wednesday	In-Service Day/Last Day for Teachers

^Designated local holidays per School Code, Article XV, 1502.
NOTE: All days missed due to emergency closing will be made up at the discretion of the BCTS Joint Board Committee until the approved number of days has been reached. BCTHS will use up to five (5) Flexible Instruction Days (FID) as approved by the Pennsylvania Department of Education. If additional days need to be made up, March 25th, March 29th, and May 18th, 2027 may be used as student days. December 28, 29, 30, and 31 are designated Energy Conservation days. This calendar is subject to change.

CAREER EXPLORATORY PROGRAM- 9TH GRADE PLACEMENT

The 9th Grade Career Exploratory Program provides an opportunity for students to make an educated decision about their career. The course includes hands-on experience in each technical lab as well as the support of a faculty advisor. Each 9th grade student will identify their technical program of interest during the third marking period of their freshman year.

Regardless of where a student is assigned first, each student will rotate to the next class on the 9th grade exploratory list, in sequential order, every 2 days, during the career exploratory period on his/her schedule. While we realize that all students are not interested in every technical area, we believe that awareness creates a respect for differences. Furthermore, awareness also discovers untapped interests; therefore, **all students must attend every class – without exception.**

Placement of 9th Grade Students into Technical Programs

9th grade students participate in the **Career Exploratory Program** through the middle of Term 3, visiting each technical area for a total of four (4) blocks. School counselors meet with each 9th grade student during Term 2 to discuss career pathways and the technical placement process. In February,9th grade students will be emailed a Google Form to fill out ranking their top five (5) technical program areas of interest. Upon receipt of the Google Form responses, the guidance department evaluates each student's placement relative to Term 2 unweighted GPA/CLASS rank. Ties are broken by referencing attendance and discipline data. Permanent placement decisions are made by placing students in their preferred programs in order of their unweighted GPA/CLASS rank. If a student's first choice is full, then he/she is placed in his/her second choice; if the second choice is full, he/she is placed in his/her third choice, etc. **Waiting lists** are maintained for each technical area which has filled. Students may not request to be added to a waiting list until the end of the first full technical rotation.

Students desiring placement on a waiting list in 9th grade will be added to the list in order of Term 2 unweighted GPA/CLASS rank at the end of the first full technical rotation. Beginning with the day prior to the second full technical rotation, students be added to a waiting list by filling out a Google Form that will be sent to all 9th graders. Waiting lists are maintained through the end of the 9th grade year and are then discarded.

Students desiring placement on a waiting list in 10th grade Students will be placed on a waiting list on a first-come/first-served basis. Waiting lists are maintained through Term 2 and then discarded.

Career and technical education programs are designed as multi-year sequences that require students to complete program-specific instructional hours and competencies. Because these requirements cannot always be transferred between programs, changing technical areas may delay a student's progress toward program completion and industry credential opportunities.

The above procedures are subject to modification during the school year to accommodate the best interests of our students and programs.

CHANGE OF ADDRESS/TELEPHONE NUMBER

In the event a student moves to a new address within or outside the district, or there is a change in a home telephone number, or if there is a change in emergency contacts listed on the health card, or if there is a change in the email address, please contact Pupil Personnel Services immediately.

CHEATING

Cheating is defined as the copying of someone's work and representing it as your own, allowing someone to copy work, or take a test, quiz or exam in a dishonest way. Students involved in cheating on a test, quiz, mid-year or final exam, term paper, book report, etc., will receive a "0" for their part in that activity. A parent/guardian will be contacted and membership in the National Honor Society will be jeopardized.

CHILDREN'S HEALTH INSURANCE PROGRAM (CHIP)

This program provides free or low cost health insurance for children whose parents do not have health insurance through their employer or for those who make too much money to qualify for welfare, but not enough to purchase health insurance. CHIP covers the cost of immunizations, routine check-ups, prescriptions, and other services covered by comprehensive insurance plans. To apply, go to CHIPcoversPAkids.com, apply online or print an application and mail to the address indicated or you can call 1-800-986-KIDS (5437) for information.

CLUBS & CLUB ADVISORS

Be the Change		TBD
Bowling		Al Hopkins, Jr. & Trish Zawacki
Buddies of BCTHS		Michelle Black
Challenge Adventure		TBD
Class Advisors:	***Class of 2027***	James Sohenuick & Shannon Seratch
	Class of 2028	Brandee Baker
	Class of 2029	Tracy Brasier
	Class of 2030	Eileen McDonald
Dance Club		Carly Cofer
DECA		Lisa Mayo
Drama		Adrienne Bogarde Roach
Eligibility Coordinator		Bryan McGinty
FFA		Roger Smith Jr
Future Teachers		Paul Hawkinson & Michael Thim
Intramural Advisor/Coordinator		Paul Hawkinson
Key Club		Amanda Bucantis & Katelyn Hyland
Literary Magazine/Writers		TBD
Mathletes		TBD
National Honor Society		Tracy Brasier
Peer Tutoring		Angela Ponist
Reading Olympics		Georgette Helbling
SADD		Leonard Quici
SAGA		Tracy Marks & Jeri Oscovitch
SkillsUSA		Shannon Seratch& James Sohenuick
Student Council		Kelly Woehr
Video		TBD
Wellness Club		Marcella McAdams

STUDENTS MUST REMAIN WITH THEIR ADVISOR(S) AND NOT RE-ENTER THE BUILDING ONCE THEY LEAVE.

COMPETENCY-BASED INSTRUCTION (CBI) FOR TECHNICAL STUDENTS

Students entering BCTHS for the first time will be oriented to the requirements for completing their years of work as outlined on a progress chart. All students will be given a copy of the progress chart along with learning guides defining what the student must do, what standards of performance are to be met, and what test will be used to measure the student's performance. The progress will be checked by the teacher as competencies are met by the student. The grade issued for each marking period will be based on the completion of work identified on a grade contract. When all competencies have been met, a completed task list will be given to the student. Although a student's progress will primarily be measured through the use of competency evaluation, attitude and attendance will most certainly impact as well.

The student's level of achievement for each skill/task listed on the program's task grid is tracked continuously. Students and parents shall be provided an up-to-date skill evaluation upon request and upon completion of the program. Perspective employers are encouraged to review a student's task grid to supplement the student's transcript. These skill/task grades are also used to determine the awarding of articulated credits at postsecondary institutions. This task grid is retained as part of the student's permanent performance record. The following evaluation criteria will be used and recorded when assigning the level of skill achievement for the various Program of Study tasks:

(1) **Instructed/ Cannot Perform** - Student has had instruction on a task but requires close supervision to complete the skill/ task. Full retraining and continued practice of the task/skill is required

(2) **Familiarization** (Pre-Entry Level)- Student is familiar with the skill/task objective and process but require limited supervision to complete the skill/ task. Some additional training and practice is required.

(3) **Satisfactory** (Entry Level)- Student is minimally competent and able to perform skill/task independently, to industry standards, and without supervision.

(4) **Mastery** - Student is proficient and has mastered skill/task. Student is considered highly qualified for entry-level employment in this skill/task.

COMPUTER ETHICS & NETWORK SECURITY

According to School Board Policy, no student will be permitted computer access until the required signatures are obtained on the Application for Internet Use. ***(See "Internet Policy", Page 21)***

COMPUTER VANDALISM GUIDELINES

(The following is not all inclusive)

Due to the complexity and cost of technology within BCTHS, when any student action results in damage to electronic equipment or computer software, all costs incurred for repair will be the responsibility of the student.

Equipment: If a student damages computer equipment and service is required (such as, but not limited to, switching keys on the keyboard, changing dip switches, etc.), the student will pay for the service call and will be disciplined per the BCTHS Discipline Code.
Files: If a student is in a file or part of the program where he or she does not belong, the teacher may assign an academic penalty and refer the student for disciplinary action. If a student gets into a file or a part of the program that results in a service call and the technician can directly connect the repair to the student's actions, the cost of the service will be incurred by the student, and the student will be referred as per the discipline code. BCTHS prohibits downloading files or file sharing.
Video: Uploading of any video/file that depicts the school in a negative way is also prohibited.

CONFERENCES

Students and parents/guardians are encouraged to seek the help of teachers or administrators whenever necessary. Please make arrangements for a mutually agreeable time at least 24 hours in advance.

COURSE SELECTION/STUDENT SCHEDULES

Students' current teachers will make course recommendations for the upcoming school year based on student performance and prerequisites. Parents will be able to view these recommendations electronically through the Skyward Parent Portal and contact a counselor regarding any concerns. A deadline date regarding any concerns relative to course recommendations will be communicated to parents through our ***Sky Alert Now*** phone contact and school website. After that deadline, changes to schedules will only be made if **extenuating circumstances** exist and if approved by administration.

COURSE TYPES

The following is a guide for choosing appropriate course levels:

Recommendations: A student's recommended schedule for the upcoming school year will be completed on the basis of teacher recommendations. It is important that course selections be made with regard to the individual's needs, aptitude, ability, and interests. Students are encouraged to consult with the school counselors, teachers, and parent/guardian with questions relating to the selection and continuation in any of the courses of study. It is considered a good educational practice to establish standards for students who wish to continue to work in areas of specialized study. A grade of 74 is the minimal grade that a student may earn in order to be recommended for continued study in sequential subjects which also require the recommendation of the present teacher in that subject area. Students are expected to remain in their selected courses for a full year. **No course changes are made based on teacher preferences**.

No dropping of any course is permitted after the last day of the second rotation of that specific course, and no lateral or other course changes will be permitted without administrative approval. Careful thought must be given to courses selected, and students, parents/guardian, teachers, and counselors should be in agreement to assure the greatest success for each student's assignments.

COURTESY

Students will extend professional courtesy to all faculty members and will address them by using an adult's proper title as Mr., Mrs., Miss, or Dr. and a faculty member's last name. Addressing faculty by any other manner will be deemed unacceptable and could result in insubordination. This includes the use of last name only or any title that negates the professional courtesy intended for a faculty member.

CURRICULUM

The planning of a student's high school program is an extremely important project. Competition for college entrance, technical and vocational training and for job placement has made it even more important that each student's program be planned wisely in close cooperation between parent and school. Students are expected to remain in their selected pattern of study for a full year.

DELIVERIES

Students are not allowed to place/receive any deliveries to the school (Example: DoorDash, GrubHub, goPUff, Uber Eats, etc.).

DISCIPLINE

(See Section II, Page 44)

DISCRIMINATION & HARASSMENT OF STUDENTS AND/OR STAFF

Purpose: It is the policy of the Joint Board to fully support the laws prohibiting harassment and discrimination because of race, sex, sexual orientation, religion, color, national origin, ancestry, marital status, familial status, disability, medical condition, and age, and to maintain a learning environment which is free of any such harassment and discrimination.

Examples of Impermissible Discrimination and/or Harassment - The Joint Board recognizes that impermissible discrimination and/or harassment

may take many forms, including, but not limited to:

- ✔ Verbal conduct such as epithets, derogatory or degrading comments, slurs, telephone calls, invitations, or comments.
- ✔ Visual conduct such as derogatory posters, cartoons, drawings, letters, notes, or gestures.
- ✔ Physical conduct such as assault, offensive or unwelcome touching, clocking normal movement, unwanted sexual advances or interference with school studies, courses, programs, or activities.
- ✔ Threats and/or demands to submit to sexual requests or activity as/or:
  - a condition or term of the student's status in a course, program, or school-related activity;
  - the basis for academic or other decisions which may affect a student, or
  - which has the purpose or effect of interfering with a student's educational experience, or
  - which creates an intimidating, hostile, or offensive learning environment
- ✔ Retaliation for having reported harassment or discrimination.
- ✔ Denial of any of the benefits of a complete educational program for an impermissible reason such as race, religion, sex, sexual orientation, age, marital status, familial status, national origin, color, or disability.

Report Procedures: Students, who feel they are being harassed or discriminated against by an employee or another student, or who is aware of harassment or discrimination against another student, should report it immediately to the TPC staff, school principal, school counselor, teacher, or school nurse. Any employee who believes that a student is being harassed or discriminated against by another employee or a student should report it immediately to the school principal. Any employee receiving a complaint of harassment or discrimination shall immediately notify the school principal who shall begin an investigation of the charge. If a student has a complaint against an administrator, the complaint should be reported to the administrative director who shall begin an investigation. Complaints should be made in writing. If it is not possible for the complaint to be made in writing the investigator shall confirm, in writing, the substance of the complaint.

Investigation Procedure: The investigator shall forward a summary of the complaint to the management assistant (designee). The investigator shall review all evidence collected with the management assistant (designee) and shall make a determination as to whether there is sufficient evidence to find that the harassment or discrimination occurred.

Discipline of Offenders: A finding by the investigator and management assistant (designee) that a student has engaged in harassment or discrimination shall subject the student to disciplinary action which may include exclusion from social activities. Detention, suspension, and/or expulsion from school may occur. Any exclusion from school shall be governed by the laws of Pennsylvania.

Reporting Acts of Retaliation: If harassment, bullying ***(See Bullying/Cyber Bullying below)*** and/or discrimination is found to have occurred, prompt and appropriate remedial action will be taken in addition to discipline of the offender. There will be no retaliation against any student or employee for reporting harassment, bullying/cyber bullying, or discrimination or participating in an investigation thereof. Students or employees who feel they have been retaliated against for making a complaint or participating in an investigation should immediately report the retaliatory act to the investigator of the original complaint who will immediately begin an investigation in accordance with the procedures outlined.

School Commitment: BCTHS will continue to build conflict resolution procedures and positive mediation behavior into their daily operation to encourage all students and staff to find non-violent physical and mental methods to reduce incidents of harassment and discrimination in a positive manner.

Notice of Policy: Students, parents/guardians, and employees shall be advised of this policy by posting the policy on bulletin boards accessible to students and through publication in the Student Handbook & Code of Conduct.

BULLYING/CYBER BULLYING:

BCTHS is committed to establishing and maintaining an educational culture which promotes tolerance for others, an appreciation for diversity, and the elimination of incidents of bullying**.** Per the Pennsylvania Department of Education Office of Safe Schools, **BCTHS has adopted a Bullying/Cyber Bullying Policy as follows:** *The Joint Board Committee (JBC) is committed to providing a safe, positive learning environment for its students. The JBC recognizes that bullying/cyber bullying creates an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning, and may lead to more serious violence. Therefore, the JBC prohibits bullying/cyber bullying by students.*

Bullying/Cyber Bullying means an intentional electronic, written, verbal or physical act or series of acts directed at another student or students, which occurs in a school setting and/or outside a school setting, that is severe, persistent or pervasive and has the effect of doing any of the following:

1. Substantially interfering with a student's education.
2. Creating a threatening environment.
3. Substantially disrupting the orderly operation of the school.

School setting means in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school.

The Joint Board Committee prohibits all forms of bullying by students and encourages students who have been bullied to promptly report such incidents to the principal or designee. The Joint Board Committee directs that complaints of bullying shall be investigated promptly, and corrective action

shall be taken when allegations are verified. Confidentiality of all parties shall be maintained, consistent with the school's legal and investigative obligations.
No reprisals or retaliation shall occur as a result of good faith reports of bullying.

Each student shall be responsible to respect the rights of others and to ensure an atmosphere free from bullying.

The Administrative Director or designee shall develop administrative procedures to implement this policy and shall ensure that this policy and administrative regulations are reviewed annually with students. The administrative director or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Joint Board Committee.

The school's administration shall annually provide the following information with the Safe School Report:

1. Joint Board Committee's Bullying Policy.
2. Report of bullying incidents.
3. Information on the development and implementation of any bullying prevention, intervention or education programs.

The Code of Student Conduct, which shall contain this policy and shall be disseminated annually to students during class meetings, shall be accessible in every classroom. This policy is available on the school website.

Education
The school may develop and implement bullying prevention and intervention programs. Such programs shall provide staff and students with the appropriate training for effectively responding to, intervening in, and reporting incidents of bullying.

Consequences for Violations
A student who violates this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include:

- ✔ Counseling within the school
- ✔ Parental conference
- ✔ Loss of school privileges
- ✔ Exclusion from school-sponsored activities
- ✔ Detention
- ✔ Suspension
- ✔ Expulsion
- ✔ Recommendation for counseling/therapy outside of the school
- ✔ Referral to law enforcement officials

References:
School Code – 24 P.S. Sec. 1302-A, 1303.1-A
State Board of Education Regulations – 22 PA Code Sec. 12.3
See Section II, "Discipline Policy", Page 40, *for specific information regarding consequences for bullying/cyber bullying and harassment.*

DRESS CODE

The following list is not all inclusive. BCTHS retains the right to determine acceptable safe levels of dress, hair, and jewelry.

Safety instruction is a vital part of the total program of instruction. Every effort is made to safeguard all equipment; however, moving equipment has the element of danger and students are taught safe working practices and respect for tools and equipment. It is mandatory for students, teachers, visitors, and spectators in any technical lab, or within a known danger area, to wear quality industrial eye protective devices at all times while engaged in or exposed to known dangers in accordance with Act 116 of 1965. A grade of "0" will be given for not being prepared for class on a daily basis. Violators of the school's safety rules will be disciplined *(**See Section II: "Discipline," Page 40**).* Safety violators will be handled with a parent/guardian conference and/or further disciplinary action.

While attending technical classes, students must comply with the specific dress code of their assigned technical program. Students in 9th grade must comply with the exploratory program dress code on the technical rotation.

While attending academic and/or technical classes, students are prohibited from dress or grooming practices which: present a hazard to the health or safety of the student or to others in the school; materially interfere with school work, create disorder, or disrupt the educational program; and/or prevent the student from achieving educational objectives because of blocked vision or restricted movement. Clothing must fully cover the student's torso, including the chest, abdomen, back, and sides, during the school day. Clothing must remain in place and provide appropriate coverage during normal movement and participation in school activities.

Dress code violators will have the option to call home and have a parent/guardian bring a change of clothes to them within a one-hour timeframe or they may choose to wear a clean set of clothes provided for them in TPC. If the student chooses the set of clothes from TPC, they are to return the clothes, cleaned, the next day. If a student is not able to obtain a set of clothes from home and refuses to wear the clean set of clothes from TPC, they will serve one day of in-school suspension.

Tattoos that reflect sexual innuendos or intimidation, ethnic intimidation, gang reference, or drug and alcohol references, must be covered at all times. No tattoos, piercings or markings of any kind that administration deems disruptive to the educational process will be permitted. Inappropriate clothing is not considered proper dress at any time or place within the school.

To prevent student foot injuries and other accidents, appropriate footwear must be worn daily. Shoes are to be of substantial construction, with low heels, and are not to be changed at lunch. Appropriate shoes must be worn in the building during the instructional day. **No bedroom slippers may be worn at any time. No open toed shoes** are permitted to be worn when students are **on the technical rotation**. Open toed shoes on the academic rotation must have a strap/ back to it and a substantial bottom. Violators will be detained until other shoes can be obtained from the student's residence.

Book bags may be carried by students throughout the school day, however, the school reserves the right to search book bags for safety reasons and/or based on reasonable cause.

No headwear of any kind are permitted to be worn in school. For example, no baseball caps, no bandanas, etc. Exceptions to this rule include: trade specific head gear, i.e. hard hats, chef hats, religious creeds including head coverings, medical, etc. Unauthorized headwear will need to be removed.

PERSONAL APPEARANCE:

Good grooming is essential to the school and it reflects a self-respecting, responsible citizen. Therefore, extreme dress, hair styles, tattoos or jewelry which presents a potential safety hazard or distraction to the educational process is not permitted. BCTHS prohibits discrimination based on protective hairstyles including locs, braids, twists, coils, Bantu Knots, afros, extensions,etc. Every student is expected to be clean (body and clothing) and neat while attending school. **Clothing and accessories which present a distraction to classroom activities will be prohibited.** Personal grooming should be performed at home, not in classrooms or lavatories, therefore, **curling irons, flat irons, etc.,** other than those issued in cosmetology, are not permitted in school. Students also must obtain and wear protective clothing and safety equipment in areas where such clothing is desirable. This requirement is made in order to protect students as well as reduce potential safety hazards.

DRIVING & PARKING REGULATIONS

Typically, there are not enough parking spaces to accommodate student requests, therefore the priorities for requests are given in the following manner: (1) seniors who are enrolled in work-based education; (2) seniors who are in good academic/attendance standing; (3) juniors who are enrolled in work-based education; (4) juniors who are in good academic standing, (5) other extenuating circumstances. Students on probation must wait one marking period for their application to be reviewed.

The fee for parking is $50.00. If you should lose your parking permit, a replacement fee of $10.00 will be charged.

The following rules will also apply:

- ✔ Students must park their vehicles in the designated space as assigned by the school.
- ✔ Accidents and acts of theft and/or vandalism involving your car on school property must be reported to security before the car is moved. Bristol Township Police will be notified, if necessary.
- ✔ On days when weather conditions are bad or threaten to be bad, you are expected to ride the bus. **Student drivers will not be dismissed early and are not expected to be late to school due to threatening or bad weather.**
- ✔ BCTHS is not responsible for losses due to car accidents, theft, or vandalism on its premises.
- ✔ BCTHS reserves the right to have unauthorized cars removed from the premises at the owner's expense. This includes cars parked on campus by students who do not have parking permits.
- ✔ By registering and/or parking a car on BCTHS property, you are consenting to a search of the car upon the request of a BCTHS administrator for the purpose of preventing its use for illegal purposes and to protect the welfare of the student body.
- ✔ Parking permits that have been revoked must be removed from the vehicle and returned to the security office. Driving on school grounds with a revoked parking permit will result in a disciplinary sanction.
- ✔ Parking fees will not be refunded for any reason.
- ✔ Students who choose to park off the premises and violate ordinance or disturb the peace will be subject to disciplinary action with the

Bristol Township Police Department. BCTHS accepts no responsibility for vehicles parked off site.

✔ Parking permits subject to revocation for unsafe driving (Speeding, cutting others off, failure to obey officers' directions, etc.).

Student Attendance

Students accumulating six (6) unexcused absences or twelve (12) unexcused tardies will have their parking pass suspended. Parking passes may be reinstated upon the completion of four (4) consecutive weeks without an unexcused absence or tardy. After parking pass reinstatement, one (1) unexcused absence or two (2) unexcused tardies may result in revocation of parking pass for the remainder of the school year, subject to the discretion of the principal.

DRUG & ALCOHOL POLICY

The Joint Board Committee recognizes that the misuse of drugs is a serious problem with legal, physical, and social implications for the entire school community. As an educational institution, BCTHS shall strive to prevent drug abuse.

For purposes of this policy, drugs shall mean:

- ✔ All dangerous controlled substances prohibited by law.
- ✔ All "look alike" drugs.
- ✔ All alcoholic beverages.
- ✔ All anabolic steroids.
- ✔ Any drug paraphernalia.
- ✔ Any prescription or patent drug except those for which permission to use in school has been granted pursuant to Board Policy.

The Joint Board Committee prohibits the use, possession, or selling of any drug during school hours, on school property, and at any school sponsored event. The privileged confidentiality between students and school counselors, school nurses, school psychologists, home and school visitors, and other school employees, shall be respected. No confidential communication made to any such employee shall be required to be revealed without the consent of the student, or his/her parent/guardian unless the best interests of the student can be served only by doing so or by consent of the administrator on duty.

The Administrative Director shall prepare rules for the identification, amelioration, and control of drug abuse in the school which shall:

- ✔ discourage drug abuse;
- ✔ establish procedures dealing with students suspected of the usage, possession, or selling of drugs in school;
- ✔ establish procedures for the instruction and readmission to school of students convicted of drug offenses.

Students involved in possession, usage, selling, or being under the influence of drugs as defined in this policy shall be subject to violation of state laws as well as school policy. Students apprehended under these circumstances may be subject to removal from the BCTHS program, with due process hearings. Violating students will be referred to Bristol Township Police and the BCTHS SAP Team ***(See "Resources for Help/SAP Team", Page 31)***

DUAL ENROLLMENT PROGRAM

Select courses at Bucks County Technical High School are offered through approved Dual Enrollment partnerships with Bucks County Community College, and Thaddeus Stevens College of Technology. Students enrolled in these courses may choose to participate in dual enrollment and earn college credit, or they may take the course for high school credit only.

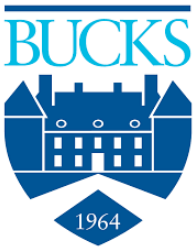
Students who elect to participate in dual enrollment will do so at the student's/parent's expense (cost to be determined by the partnering institution). Through successful completion of an approved dual enrollment course, students may earn undergraduate college credits from the respective partnering college. These credits may be transferable to many post-secondary institutions, depending on each institution's transfer credit policies.

For students participating in dual enrollment, the final course grade earned will be recorded on both the student's official transcript from the partnering college and the student's Bucks County Technical High School transcript.

Students must register for dual enrollment by the established deadline set by the partnering institution and the school. Once the registration deadline has passed, students may not retroactively request dual enrollment status or college credit for the course.

Additional details regarding eligibility requirements, registration procedures, payment deadlines, participating institutions for specific courses, and transfer policies will be provided prior to enrollment.

The following courses offer Dual Enrollment options:





Business Communication
AP Psychology 12
AP US Government & Politics 11
Honors Probability & Statistics
Honors Pre-Calculus
Honors Language Arts 11
Honors Language Arts 12

Honors Pre-Calculus
Honors English 12
Academic Physics 12
Honors Physics 12

EARLY DISMISSALS

EARLY DISMISSAL FOR ATHLETICS:

When it is necessary for students to be dismissed early for interscholastic athletics in their district of residence, the following procedures must be followed:

- ✔ Students must be registered with the BCTHS eligibility coordinator.
- ✔ Students must report to TPC before 8:00am to obtain an athletic early dismissal pass for the day.
- ✔ Students will be dismissed through the doors outside of K-125 by security personnel.
- ✔ Students are responsible for all class work missed.

EARLY DISMISSAL DURING THE SCHOOL DAY:

If a student is to be dismissed from school prior to the end of the school day, a note indicating the reason and time of the dismissal must be on file with the attendance office, no later than 8:30am on the day of dismissal – **this also applies to students 18 years of age and older. No early dismissal will be granted without verification by the parent/guardian.** Every effort should be made to schedule appointments during non-school hours or on days when school is not in session. The need for additional early dismissals must be requested by the parent/guardian through the attendance office prior to the scheduled appointment. BCTHS reserves the right to verify appointments.

If a student needs to leave the building prior to the end of the school day, a parent/guardian is required to send written notification to the Pupil Services Office or send an email to attendance@bcths.com no later than 8:30am. Likewise, it is essential for parents to have current telephone numbers on record in the event there is a need for parent notification**.** The parent/guardian or authorized individual must sign the student out at the security desk. (*An authorized individual is one who is designated on Student Registration Form PPS 115).* If a parent/guardian cannot arrange for pick-up and the student has other means of transportation, written notes will be verified by school officials to ensure student safety.

In case of illness or accident requiring early dismissal, parents/guardians will be notified and students will be sent home by the school nurse. It is the responsibility of parents/guardians to make arrangements for students needing transportation home during school hours due to injury or illness, except in the case of an emergency. In cases of extreme medical emergencies, we will call 911 and the parent/guardian in order to facilitate immediate care. We realize that there are occasions when students will find it necessary to request permission to leave the building for an urgent appointment during the school day. With school dismissed at 1:54pm, most appointments can and should be made after school hours; however, if it is not possible to schedule an appointment after school, please do the following:

- ✔ Send an excuse note to the Pupil Services Office, with student name (printed clearly), date, reason, and departure time.
- ✔ A parent/guardian will need to call to confirm before permission will be given to leave.

ELECTRONIC DEVICES

Electronic Device Recommendation
BCTHS allows students to use cell phones, iPods, iPads, MP3 players and other portable devices between classes, during lunch and before and after school. Students may only have one earbud/headphone in their ear when in the hallways.
Electronic devices may not accompany students when they leave the classroom during instructional time. Students may not make or take phone calls in the hallways without permission from BCTHS teachers/staff. You may not use the above devices during an instructional period either in the classroom or in another location unless authorized by BCTHS personnel. This privilege may be suspended at any time. Cell phone use is not permitted within the Nurses' Office. **NO electronic recording of any kind (audio/visual) may take place within the school without express permission of the teacher/staff member in charge**. Violations will result in the immediate confiscation of the device. The device will be taken to the Temporary Placement Center (TPC) and returned to the student at the end of the day. Once a student has had their phone confiscated three times, they will receive a Saturday detention. A parent conference will result should there be more than 2 instances of Saturday detention. **BCTHS retains the right to modify this procedure at any time.**

ELEVATOR POLICY

If use of the elevator is required, medical documentation must be provided to the School Nurse.The student must sign, acknowledging receipt of the key and awareness of the elevator use policy. Only students for which the key is issued, and a student buddy if assigned, is permitted to use the elevator. A $10 fee will be assessed if the key is not returned within the approved period of time.

FERPA

(Family Educational Rights and Privacy Act)
Notice of rights under "FERPA" for secondary students in the BCTHS service area
The Family Educational Rights and Privacy Act (FERPA), gives parents/guardians and students who are over eighteen years of age ("eligible students") certain rights with respect to the student's education records. They are:

- ✔ The right to inspect and review the student's education records within 45 days of the date BCTHS receives a request for access. Parent/guardian or eligible student should submit to the BCTHS Principal, or other appropriate school official, a written request that identifies the records they wish to inspect. The principal will make arrangements for access and notify the parents/guardians or eligible student of the time and place where the records may be inspected.

- ✔ The right to request the amendment of the student's education records, which the parent/guardian or eligible student believes are inaccurate or misleading. Parent/guardian or eligible student may ask BCTHS to amend a record that they believe is inaccurate or misleading. He/she should write the school principal, clearly identify the part of the record he/she wants changed, and specify why it is inaccurate or misleading. If BCTHS decides not to amend the record as requested by the parent/guardian or eligible student, BCTHS will notify the parent/guardian or eligible student of the decision and advise him/or of one's right to a hearing regarding their request for the amendment. Additional information regarding the hearing procedures will be provided to the parent/guardian or eligible student when notified of the right to a hearing.

- ✔ The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

- ✔ Disclosure of a student's "Directory Information" to anyone, without consent, as long as the school annually notifies parents and allows them the chance to opt out. "Directory Information" is defined as: Full name, address, telephone number, photograph/image, date and place of birth, participation in school activities and sports, weight and height of members of athletic teams, dates of school attendance, diplomas and awards, and schools attended. If you do **NOT** want BCTHS to release this directory information, *you must make a request in writing and send it to the principal each year by September 15th.*

- ✔ **What happens if you write the FERPA opt-out letter?** The school will **not** release the student's directory information in any publications that reaches beyond the school or to any outside organization. This means, for example, that the student will **not** be included in the school yearbook, school directories, photos or videos on the school website, event and athletic programs, award

listings in local media, or school newspapers. Essentially, the school will **not** provide any information that validates the student's identity or enrollment in its school.

✔ **What happens if you do not write the letter?** The school may release the student's directory information in publications and to outside organizations to promote non-commercial, education-related news, achievements, and activities. This includes using the student's name and photo/image on the school's website and in newsletters, yearbooks, and athletic/event programs.

✔ **One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests.** A school official is a person employed by BCTHS as an administrator, supervisor, teacher, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom BCTHS has contracted to perform a specific task (such as an attorney, auditor, medical consultant, or therapist); or a parent/guardian or student serving on an official committee, such as a disciplinary or grievance committee, or assisting other school officials in performing his/her
task. A school official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his/her professional responsibility. Upon request, BCTHS may disclose educational records without consent to officials or another school district in which the student seeks or intends to enroll.

 The right to file a complaint with the United States Department of Education concerning alleged failures by BCTHS to comply with the requirements of FERPA. The name and address of the office that administers FERPA is: Family Policy Compliance Office, US Department of Education, 400 Maryland Avenue, S.W., Washington, DC 20202-4605.

FINAL EXAMS

Grades 9, 10 & 11 – All freshmen, sophomores & juniors will take a final exam – there are NO exemptions. Students who do not take a final exam will receive a "0" for the exam.
Grade 12 – Any senior student with a 90% or better in a course is exempt from the final exam. Any non-exempt senior student who does not take a final exam will receive a "0" for the exam.

FIRE DRILLS & FALSE ALARMS

Fire drills at regular intervals are required by law and are an important safety precaution. Students will be expected to cooperate and follow directions promptly and exactly during a fire drill. Penal Code, Section 665a, on False Alarms states*: "Whoever knowingly gives, turns in or raises, or causes to be raised or turned in a false alarm of fire, ringing of fire bells, or gives any other common or recognized alarm of fire, is guilty of a misdemeanor, and upon conviction thereof shall be sentenced to pay a fine not less than $200.00 or not exceeding $1,000.00 or to undergo imprisonment not exceeding two (2) years, or both."* In addition, that student will be taken before the school board for possible expulsion from school. Fire drills and procedures are designed to constantly acquaint and review with our students and staff how to exit the building in case of any emergency. The emergency alarms located in the hallway area are only to be activated in case of a real emergency or by the school officials as part of monthly drills. Any student who pulls the fire alarm because of a fire or other emergency is required to notify the nearest office immediately of the emergency. Students are not to touch or activate fire extinguishers unless there is a clear and present fire/emergency.

In the case of a real emergency, some exits may be unavailable for your use. Pay close attention to directions you may receive over the Public Address System or from staff located in the hallways. Students are to quickly and quietly exit the building according to the directions on the Emergency Evacuation Route and congregate at least 60 ft. from the building at the designated locations. Teachers will take roll and report student status. Students who are not in the immediate area of their classroom should exit through the nearest emergency route and report to the nearest teacher or command post leader. Everyone will **leave the building when the fire alarm rings, regardless of where you are or the activity in which you may be engaged.** Return to the building through the same doors from which evacuation took place. Emergency drills are taken very seriously and we ask for everyone's cooperation by keeping as quiet as possible, moving as quickly as possible, and following the directions of your teachers and staff. These procedures are for your safety.

FREE & REDUCED BREAKFAST & LUNCH PROGRAMS

NATIONAL SCHOOL LUNCH PROGRAM:

BCTHS will be participating in the National School Lunch Program and free and reduced priced lunches are available to students who qualify. Students who qualify for free or reduced priced meals also qualify for free or reduced breakfast.

BREAKFAST PROGRAM:

Countless studies confirm the importance of eating breakfast. It will benefit a student's daily nutrition as well as aid in the educational process. Benefits include:

- ✔ Improved memory, verbal fluency and problem solving capabilities;
- ✔ Improved school attendance;
- ✔ More energy;
- ✔ Increased concentration;
- ✔ Additional important daily nutrients that children need.

Nutritious selections are offered daily in the cafeteria from 6:40 a.m. to 7:10 a.m. Students arriving in the cafeteria later than 7:10 a.m. will not be served for any reason, including late buses. All students qualify for a universal free breakfast under the Governors Breakfast Initiative. Any questions regarding the school breakfast program may be directed to the Food Services Manager, 215-949-1700 x 2335. **Students not participating in the breakfast program are not permitted in the cafeteria during that time.**

It is strongly recommended that you apply for free or reduced lunch online at www.schoolcafe.com. You may access this site on our school website by clicking on the fork and knife icon below the pictures, or clicking on Free/Reduced Lunch in the quick links on the lower right side of the home page. Most importantly, you must enter the county (Bucks) and the school district. You **MUST SELECT OUR SCHOOL AS YOUR SCHOOL DISTRICT** in the drop-down menu in order for our school to access and process your application. Follow the remaining prompts and enter all information requested. Failure to enter the last four digits of your SSN (or if you click on the box indicating *"I don't have a SSN"*) will render the application incomplete and it will not be processed.

If you complete an application at your home school district, this **WILL NOT** qualify students at BCTHS to receive free or reduced priced meals. **NEW** students attending BCTHS must submit an application in order to be placed on the free or reduced lunch program. **Having received free or reduced lunch at another school will NOT automatically entitle a student to receive free or reduced lunch at BCTHS.** A new application must be completed every year. Students who qualified for free or reduced lunch through BCTHS will continue to receive free or reduced lunch for the first 30 operating days of the school year. If a new application has not been received and processed by this date, the student will no longer receive free or reduced lunch. Applications may be submitted prior to the school year after August 1st. Please direct your questions regarding the free/reduced lunch program applications and qualifications for the program to the Pupil Services office at 215-949-1700 x2980.

Our computerized system requires all students to present their student ID badge to the cashier at the time of meal service, including those on the free or reduced lunch and/or breakfast program.

GRADING POLICY

Grades will be established on a numerical basis. In order for a student to pass a course during the school year, he/she must have a final grade of 60 or better. Those courses officially designated as Honors or (Advanced Placement) will be"weighted" for the purpose of grade point average and class rank when the grade is 83 or higher. Students in an AP or Honors course with less than 83 will not receive a weighted GPA.

Numerical Value	Grade Points Regular	Honors	AP	Numerical Value	Grade Points Regular	Honors	AP
97-100 (A+)	4.00	4.5	5.0	73-76 (C)	2.00	2.00	2.00
93-96 (A)	3.88	4.33	4.88	70-72 (C-)	1.67	1.67	1.67
90-92 (A-)	3.67	4.17	4.67	67-69 (D+)	1.33	1.33	1.33
87-89 (B+)	3.33	3.83	4.33	63-66 (D)	1.00	1.00	1.00
83-86 (B)	3.00	3.5	4.0	60-62 (D-)	.67	.67	.67
80-82 (B-)	2.67	3.33	3.67	0-59 (F)	0.0	0.0	.00
77-79 (C+)	2.33	2.33	2.33				

Consistent with our student-centered mission, teachers will give students a minimum failing grade of 50 for the 1st grading quarter and have the option of doing so for the 2nd and 3rd quarter if the teacher feels that extenuating circumstances have contributed to a grade lower than 50.
There is no minimum failing grade for either the 4th quarter or the final exam. For technical programs, each quarter is weighed as 25% of the final grade. For all other courses, each quarter is weighed as 20% of the final grade, and the final exam is also weighed as 20% of the final grade.

CREDITS REQUIRED FOR PROMOTION TO THE NEXT GRADE:

In an effort to encourage students at an early stage to keep a sensible pace in earning their credits, BCTHS has established a schedule of minimum credits to be earned by **August 15TH** in order to be placed in the next grade. If you take a credit recovery course(s), BCTHS must receive the grade(s) no later than the August 15th deadline.

From Grade	To Grade	Minimum Credits Earned by August
9	10	8.25
10	11	15.50
11	12	22.75
12	Diploma	30.00

All students are required to complete the following credits:

English	4	Health/PE	1
Math	4	CTE	11.5
Science	4	Personal Finance	0.5
Social Studies	4	Elective	1

A student who takes Spanish will take the course during their all-day technical class.

Failure of Academic Courses or Technical Program:

Students who fail academic subjects will be advised and expected to attend an approved summer school program to make up the deficient credits. Failure to do so may jeopardize a student's placement at BCTHS. Make up costs for the course will be at the student's expense and BCTHS must receive the grade(s) no later than the August 15th deadline. If a student fails their technical shop, they will be returned to their home school to facilitate high school graduation.

REPORT CARD COMMENT CODES

Code	Comment	Code	Comment
1	Outstanding Achievement	20	Unprepared for Daily Work
2	Contributes in Class	21	Learning guides incomplete
3	Uses Time Effectively	22	Excessive off task behavior
4	Positive Attitude in Class	23	Maximum grade 82 / Attendance Policy
5	Noticeable Improvement	24	Automatic Failure 59 / Attendance Policy
6	Good Leadership Skills	25	Failure to make-up work
7	Positive Example for Others	26	Excessive Tardies
8	Reliable, Dependable Student	27	Exempt from final exam
9	Talking Disrupts Class	28	Needs Improvement
10	Excessive Absences	29	Does not work to ability level
11	Needs to Do Homework	30	Minimum Failing Grade/50
12	Behavior Needs Improvement	31	Graduation Project Completed
13	Needs to Participate More in Class	32	Graduation Project Incomplete
14	Modified Course Requirements	33	Fails to complete homework
15	Call for parent conference	34	Ineffective time management
16	Needs to use assignment book	35	In danger of failing for the year
17	Low test/quiz grades	36	In danger of failing
18	Needs to follow safety rules	37	Satisfactory progress
19	Work is Incomplete	38	Unsatisfactory progress

GRADUATION INFORMATION

GRADUATION REQUIREMENTS: Students (Class of 2023 and Beyond) must earn a minimum of 30 credits and satisfy one of the pathways as required by ACT 158 in order to graduate (see below). As approved by the Joint Board Committee, only those students who successfully complete all 30 credits/ACT 158 will graduate and participate in the graduation ceremony. NOCTI testing must also be completed **(See "NOCTI", Page 27)**. A student who satisfactorily completes a special education program developed by an Individualized Education Program (IEP) team shall be granted and issued a regular high school diploma from BCTHS. All potential graduates must have earned senior status with a total of 22.75 credits earned by August 15th of their junior year in order to attend BCTHS as a senior. If you take a credit recovery course(s), BCTHS must receive the grade(s) no later than the August 15th deadline. Students with a GPA of 3.0-3.49 are eligible for Honor Roll. Students with a GPA of 3.5-5.0 are eligible for Distinguished Honor Roll.

CREDIT REQUIREMENTS:

Students must earn a minimum of 30 credits in the following areas:

English	4	Health/PE	1
Math	4	CTE	11.5
Science	4	Personal Finance	0.5
Social Studies	4	Elective	1

ACT 158 REQUIREMENTS: In addition to earning a minimum of 30 credits, students must complete one of the following pathways:

Keystone Proficiency Pathway
- ✔ Meets Proficiency or Advanced in each of the Keystone Exams

Keystone Composite Pathway
- ✔ Earning a composite score of **4452** for all three Keystone Exams
- ✔ Must achieve at least Proficient on one Keystone Exam and no less than a Basic score on the remaining two

OR (as of 7/19/2022)
- ✔ Earning a composite score of **2939** or greater for two of the three Keystone Exams
- ✔ Neither of which can be Below Basic and one must be Proficient or better

CTE Pathway
- ✔ Passing grade in Algebra 1, Literature (10th grade), and Biology
- ✔ And the attainment of one of the following:
  - o An industry-based certification
  - o Demonstration of success on the Pre-NOCTI, NIMS, or an industry-based competency assessment
  - o Satisfactory completion of the student's Technical Program of Study

Alternate Assessment Pathway
- ✔ Passing grade in Algebra 1, Literature (10th grade), and Biology
- ✔ And the attainment of one of the following:
  - o Established score on the SAT, PSAT, ACT, or ASVAB
  - o Successful completion of a pre-apprentice program
  - o Accepted into an accredited 4-year college
  - o An offer of employment related to their Program of Study

Evidence-Based/Other Pathways
- ✔ Three pieces of evidence consistent with the students' goals and career plans AND a passing grade in Algebra 1, Literature (10th grade) and Biology
- ✔ Graduation based on IEP team decisions based upon academic goals
- ✔ Director's waiver for students with extenuating circumstances (5%)

HONOR ROLL:

Students with a GPA of 3.0-3.49 are eligible for Honor Roll. Students with a GPA of 3.5-5.0 are eligible for Distinguished Honor Roll.

As approved by the Joint Board Committee, only those students who successfully complete all 30 credits/ACT 158 will graduate and participate in the graduation ceremony. NOCTI testing must also be completed ***(See "NOCTI", Page 27)***.

A student who satisfactorily completes a special education program developed by an Individualized Education Program (IEP) team shall be granted and issued a regular high school diploma from BCTHS. All potential graduates must have earned senior status with a total of 22.75 credits earned by August 15th of their junior year in order to attend BCTHS as a senior. If you take a credit recovery course(s), BCTHS must receive the grade(s) no later than the August 15th deadline.

CAPS AND GOWNS:
- **Caps, gowns, and the graduation hood are NOT to be decorated in any way.** Any student with a decorated cap, gown or graduation hood will not be permitted to participate in the graduation ceremony.
- If a student owes work or must make up a final exam, caps and gowns will be held until make-up work is completed.

DRESS EXPECTATIONS:
- Male Students: Slacks, other than jeans, with dress shoes, shirt and necktie must be worn.
- Female Students: Dress, slacks or capris other than jeans must be worn, along with dress shoes. Handbags will not be permitted on stage. Please leave them with a family member prior to arriving at the CURE Insurance Arena.
- All Participants: **PLEASE**, **DO NOT wear sunglasses, flip-flops, sneakers or shorts to graduation. YOU WILL NOT be permitted to**

participate in the graduation ceremony. You will need to bring at least 2 bobby pins to secure your mortarboard.

- SkillsUSA and DECA Winners: All winners may wear their medals at graduation.
- NHS Members: All members will wear their NHS stoles and additional tassel at graduation.

GUIDANCE: SCHOOL COUNSELING SERVICES

All teachers, administrators, and special service personnel, including the nurse, are part of the guidance team. They work together to promote the proper climate for the educational and emotional growth of students. Specialized counseling by trained personnel is the keystone of the program.

THE FOLLOWING SERVICES ARE AVAILABLE TO STUDENTS THROUGH OUR SCHOOL COUNSELING PROGRAM:

- ✔ Advisement and appraisal for academic/technical planning
- ✔ Orientation, coordination and academic/technical advisement for new transfer students
- ✔ Provide short term individual and small group counseling services to students
- ✔ Providing educational and technical information through counseling, printed material, college and career conferences.
- ✔ Consult with teachers to schedule and present school counseling curriculum lessons based on developmental needs of students
- ✔ Consult with teachers about classroom connections, effective classroom management and the roles of non-cognitive factors in student success
- ✔ Protect student records and information per state and federal regulations
- ✔ Consult with school administration to identify and resolve student issues, needs and problems
- ✔ Advocate for students at educational plan meetings and 504 meetings as necessary

Requests to speak with a counselor are arranged through the Pupil Services Office by calling 215-949-1700. Students can arrange for an appointment with their counselor by visiting the Counselors Page.

The following alphabetic assignment is subject to revision.

Students with last names beginning with A-Ega	**Mrs. Fala**	**Ext. 2179**
Students with last names beginning with Elf-Lak -	**Mr. Rich**	**Ext. 2114**
Students with last names beginning with Lal-Riv -	**Mrs. McWilliams**	**Ext. 2594**
Students with last names beginning with Roa-Z -	**Mrs. Ponist**	**Ext. 2163**

HALLWAY CONDUCT & PASSES

Students are expected to **walk** through the halls in a quiet and orderly manner, **staying to the right** to allow for oncoming student traffic. In order to avoid student injury and property damage, running in the halls and horseplay are not permitted. Students should not loiter in the halls at any time. Students are not permitted in the hallways while classes are in session unless they have been assigned a pass. We are using an electronic pass system (SmartPass) to provide a more secure and accountable environment during the school day.

HEALTH & PHYSICAL EDUCATION

Students in all grades will participate in physical education.

9th grade students will be exposed to a structured list of activities and they will rotate within these activities throughout the year. Some of these activities include fitness, juggling, creative basketball, ultimate Frisbee, golf, and tactical games. Every 9th grade student will also take one marking period of American Red Cross CPR and First Aid. It is our goal to provide all students at BCTHS with a basic understanding of these lifesaving skills, not only for their own personal benefit, but to also make them more marketable once they enter the workforce.

10th and 11th grade students will be required to take one marking period of health each year – during the 2nd and 3rd marking periods. The other three marking periods will consist of a variety of physical education activities. Students have the opportunity to select the activities in which they wish to participate.

12th grade students will have a much more independent type of physical education class. It is our philosophy that students who are taught the benefits of both a structured team sport and less structured activities, are on the road to lifelong fitness.

Physical Education Exemption for Illness/Injury: If a student cannot participate due to an illness or injury, he/she must provide a note from a healthcare provider to the school nurse. *The doctor's note should be brought directly to the School Nurse's Office at least 24 hours before the PE class. Notes will be processed from the School Nurse's Office within one (1) school day.* When possible, it is recommended that the student discuss with the healthcare provider the possibility of receiving permission to do upper or lower body exercises, if appropriate, as opposed to a complete exemption from PE. Students who are medically excused will be given an alternate assignment through the PE department that must be completed during class time. Students will remain excluded until a return to activity note from the healthcare provider is received by the school nurses.

HOMELESS ACT (McKinney Vento Act)

The McKinney–Vento Homeless Education Assistance Act guarantees a free and appropriate public education for all homeless children and youth. B.E.C. 42 U.S.C. 11431 outlines procedures for deciding school placement, enrolling students, and determining responsibility. Federal and state laws make our responsibility clear. With the huge number of homeless children currently attending Philadelphia public schools, we must provide proper educational support and services.

McKinney-Vento Act Basics At-a-Glance:

What is the definition of a "homeless youth" under McKinney-Vento?

"Homeless" is defined as "anyone lacking a fixed, adequate, regular nighttime residence."

What situations fit this definition?

- Staying in the home of other people due to unavailable housing, financial hardship, or similar circumstances. Living in motels, hotels, trailer parks (in some instances – examples: leaking roof, no heat, etc.), public places, or campgrounds due to unavailable suitable housing options.
- Living in an emergency shelter or transitional housing
- Unaccompanied (not living in direct care of legal parent or guardian) or runaway youth
- Refugee and migrant youth

How does McKinney-Vento help these students?

The law makes sure that these students receive a free and suitable public education by removing barriers to school enrollment and full, basic, daily participation in school activities. This includes:

- Immediate enrollment
- Free and Reduced School Lunch
- Help from school with any necessary enrollment documents
- Help from school setting up transportation service (if the student qualifies)
- Help from school with getting basic uniform clothing
- Help from school with basic school supplies
- Help from school with any basic clothing needs
- Help from school with basic high school graduation needs and expenses

Where can I find more information for Pennsylvania?
You can visit the PA Education for Children and Youth Experiencing Homelessness site.

BCTHS Homeless Liaison: Tammy Wood-Moghal, (215) 949-1700 ext. 2977, twood@bcths.com

HOMEWORK/MAKEUP POLICY

The BCTHS Joint Board Committee recognizes homework as an activity planned or approved by the teacher to be completed by the student outside of the regular classroom without the immediate and direct supervision of the teacher.

THE PURPOSES FOR WHICH THE TEACHER ASSIGNS HOMEWORK ACTIVITIES INCLUDE:

- ✔ Helping a student master a skill.
- ✔ Encouraging a student to learn new things.
- ✔ Assisting a student to understand what is being taught.
- ✔ Developing a sense of responsibility, independence, organization and good study skills.
- ✔ Acquainting parents with what their child is learning in the classroom.

GENERAL PRINCIPLES CONCERNING HOMEWORK:

- ✔ The purpose for which a homework activity is assigned will be shared with the student.
- ✔ Activities will be necessary, beneficial and clearly explained to the student.
- ✔ Homework will be relevant to the area of study, be reasonable in length, and be appropriate to the maturity and ability level of the student.
- ✔ Teachers will acknowledge completion of homework assignments and/or provide feedback on all homework activities via the online parent portal.
- ✔ Homework assignments will not be used as a disciplinary action for misbehavior of an individual student or group of students.
- ✔ Failure to complete a homework assignment will subject the student to a lower grade and possible failure of the course.
- ✔ Students cannot earn more than half-credit for any homework assignment submitted one day late and no credit will be given for homework submitted *more* than one day late.

STUDENT RESPONSIBILITIES:

- ✔ Complete homework assignments given by the teacher.
- ✔ Record and clarify homework assignments, using the resources provided by the school, prior to the due date of the assignment.
- ✔ Strive for neatness, accuracy and improvement with each assignment.

PARENT RESPONSIBILITIES:

- ✔ Show a positive interest in all school activities and provide encouragement to students.
- ✔ Provide students with a suitable place and adequate time for homework.
- ✔ Examine homework assignments and homework progress through the online parent portal.

Make up work must be handed in within 3 days after returning to the missed class in the same rotation or within 3 days of the end of the marking period, whichever comes first. Upon completion of the assignments, the grade may be adjusted NO HIGHER THAN an 82. Individual teachers may develop their own classroom policies governing how grades are impacted by attendance, and these policies may be more stringent than the above stated policy. Each teacher will provide the parent and student with a copy of the attendance and grading policy at the beginning of the school year.

IDENTIFICATION BADGES

All students and staff will be issued photo ID badges. **Your ID badge must be with you at all times while in the building and must be shown to any staff member upon request.** In the cafeteria, all students must have their ID badges scanned to receive lunch. If you forget your ID badge, a temporary one may be obtained from the Security Desk in the main lobby. Replacement of a lost ID badge will cost $8.00. Students who deface, alter, or otherwise change their school provided ID badge will be required to replace it at a cost of $8.00. All ID badges must be presented at all extra-curricular activities including proms, dances, etc. ***(See "Proms, Dances, Field Trips & Class Trips," Page 29)***

INCLUSION

BCTHS follows an educational/philosophical model commonly titled, "Inclusion". This model of educational strategy attempts to provide all students with an environment that embraces the social, physical, educational, and cultural differences of each and every human being. The philosophy behind inclusion suggests that all people count. Furthermore, it extends its philosophy to include the idea that classrooms need to reflect the climate of a real-world environment in order to prepare varied individuals with the abilities they need to perform adequately in a challenging world. For success to occur in this area there must be a consistent effort made by all team members involved in the program: students, teachers and parents/guardians. The student, however, is the key player in this program. Students who have historically experienced problems in a mainstream environment are expected to demand a great deal of personal effort from themselves. Students must understand that their current challenges in school are a mirrored image of the challenges that they will face after graduation. If success is to occur in the time following school, it must begin in school now and it must begin with the students' will to succeed.

INTEGRATED PEST MANAGEMENT (IPM)

BCTHS has adopted the **Integrated Pest Management (IPM)** approach for managing insects and rodents. Our IPM approach focuses on making the school building and grounds an unfavorable habitat for these pests by removing food and water sources and eliminating their hiding and breeding places. We accomplish this through routine cleaning and maintenance. We routinely monitor the school building and grounds to detect any pests that are present. Pest sightings are reported to the maintenance department for evaluation and determination of the best techniques needed to address the problem. These techniques can include increased sanitation, modifying storage practices, sealing entry points, and physically removing the pests, etc.

In the event that the use of a pesticide is necessary, the following guidelines have been established: The compound used is registered by the Environmental Protection Agency, used only when necessary and **not** routinely sprayed. The least toxic product for effectiveness is used and only

applied in the area(s) needed, which is closed off to all unauthorized persons. Notices will be posted in those areas 72 hours prior to application and for two days following the application. You may request prior notification of specific pesticide applications made here at the school. To receive notification, your name must be placed in the school's notification registry. To do this, please submit the following information in writing to the BCTHS Facilities Department: Your request to be included in this school year's Pesticide Registry, name, address, phone number, and e-mail address. Please indicate how you would prefer to be notified; i.e., postal mail, telephone, or e-mail. In the event of an emergency pest problem requiring immediate pesticide application, notice will be provided by telephone to any parent/guardian who has requested such notification in writing. Exemptions to this notification include: disinfectants, antimicrobial products, self-containerized baits placed in areas not accessible to students, and gel type baits placed in cracks, crevices, or voids. Each year the school will prepare a new notification registry. If you have any questions, please contact the Facilities Manager, at 215-949-1700.

INTERNET POLICY

Board Approved Acceptable Use Policy of Internet, Computers and Network Resources

Purpose: The Joint Board Committee recognizes that access to technology in school gives students greater opportunities to learn, engage, communicate, and develop skills that will prepare them for work, life and citizenship. We are committed to helping students develop 21st century technology and communication skills. To that end, we provide access to technologies for students, faculty and staff. This Acceptable Use Policy outlines the guidelines and behaviors that users are expected to follow when using school technologies or when using personally owned devices on the school campus.

- ✔ The Bucks County Technical High School (BCTHS) network is intended for educational purposes.
- ✔ All activity over the network, or using school technologies, may be monitored and retained.
- ✔ Access to online content via the network may be restricted in accordance with our policies and federal regulations, such as the Children's Internet Protection Act (CIPA).
- ✔ Students are expected to follow the same rules for good behavior and respectful conduct online as offline.
- ✔ Misuse of school resources can result in disciplinary action.
- ✔ BCTHS makes a reasonable effort to ensure students' safety and security online but will not be held accountable for any harm or damages that result from use of school technologies.
- ✔ Users of the school network or other technologies are expected to alert the I.T. staff immediately with any concerns for safety or security.

The Joint Board Committee shall not tolerate illegal activity, cyber bullying or other misuse of technology on the school's network.

Definitions: The term child pornography is defined under both federal and state law. Child pornography, under federal law, is any visual depiction, including any photograph, film, video, picture, or computer or computer-generated image or picture, whether made or produced by electronic, mechanical, or other means of sexually explicit conduct, where:

- ✔ The production of such visual depiction involves the use of a minor engaging in sexually explicit conduct;
- ✔ such visual depiction is a digital image, computer image, or computer-generated image that is, or is indistinguishable from, that of a minor engaging in sexually explicit conduct; or
- ✔ such visual depiction has been created, adapted, or modified to appear that an identifiable minor is engaging in sexually explicit conduct.

Child Pornography: Under state law, child pornography is any book, magazine, pamphlet, slide, photograph, film, videotape, computer depiction or other material depicting a child under the age of eighteen (18) years engaging in a prohibited sexual act or in the simulation of such act. The term "harmful to minors" is defined under both federal and state law.

Artificial Intelligence: The Pennsylvania Crimes code was amended (per Act 125 of 2024) to allow for criminal prosecution for "Unlawful dissemination of intimate image" under Title 18 Section 3131(a) and (c). Act 125 (2024 Amendment) in addition to amending3131(a) and (c) added definitions of artificial intelligence," "artificially generated sexual depiction," *generative artificial intelligence" and photo editing software in Section (g)

Harmful to Minors: Under **federal** law, is any picture, image, graphic image file or other visual depiction that:

- ✔ Taken as a whole, with respect to minors, appeals to a prurient interest in nudity, sex or excretion;
- ✔ depicts, describes or represents in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or lewd exhibition of the genitals; and
- ✔ taken as a whole, lacks serious literary, artistic, political or scientific value as to minors.

Harmful to Minors: Under **state** law, is any depiction or representation in whatever form, of nudity, sexual conduct, sexual excitement, or sadomasochistic abuse, when it:

- ✔ Predominantly appeals to the prurient, shameful, or morbid interest of minors;
- ✔ is patently offensive to prevailing standards in the adult community as a whole with respect to what is suitable for minors; and
- ✔ taken as a whole, lacks serious literary, artistic, political, educational or scientific value for minors.

Obscene: Any material or performance, if:

- ✔ The average person applying contemporary community standards would find that the subject matter taken as a whole appeal to the prurient interest;
- ✔ the subject matter depicts or describes in a patently offensive way, sexual conduct described in the law to be obscene; and
- ✔ the subject matter, taken as a whole, lacks serious literary, artistic, political, education or scientific value.

Technology protection measures a specific technology that blocks or filters Internet access to visual depictions that are obscene, child pornography or harmful to minors.

Technologies Covered: BCTHS may provide Internet access, desktop computers, mobile computers or devices, videoconferencing capabilities, online collaboration capabilities, message boards, email, and more. As new technologies emerge, BCTHS will attempt to provide access to them.

This policy covers any and all personal or BCTHS hardware, software, or other technology used on school premises or at BCTHS events, or connected to the school network. Computer includes, but is not limited to: desktop, notebook, PowerBook, tablet PC or laptop computers, printers, cables modems, and other peripherals including thumb and flash drives, specialized electronic equipment used for students' special educational purposes, global position system (GPS) equipment, personal digital assistants (PDAs), cell phones, with or without Internet access and/or recording and/or camera/video and other capabilities, mobile phones, or wireless devices, two-way radios/telephones, beepers, paging devices, laser pointers and attachments, and any other such technology developed. The policies outlined in this document are intended to cover all available technologies, not just those specifically listed.

Scope of Policy: The provisions of this policy apply to student and employee use of the above-listed technologies and/or the use of the school's network during school hours, on school grounds or at school functions. The provisions of this policy shall also apply to student and employee use of BCTHS-owned equipment, both on and off school grounds and all instances where the individual is accessing the BCTHS network, including access from home, from personal devices, etc., whether on or off campus and regardless of whether such use occurs during the school day.

Usage Policies: All technologies provided by the school are intended for educational purposes. All users are expected to use good judgment and to follow the specifics of this document as well as the spirit of it: be safe, appropriate, careful and kind; don't try to get around technological protection measures; use good common sense; and ask if you don't know.

Internet Access: BCTHS provides its users with access to the Internet, including web sites, resources, content, and online tools. That access will be restricted in compliance with CIPA regulations and school policies. Web browsing may be monitored and web activity records may be retained.

Users are expected to respect that the web filter is a safety precaution and should not try to circumvent it when browsing the web. If a site is blocked and a user believes it shouldn't be, the user should follow protocol and submit a work order. Because of the nature of the filter and blocking technology, as well as the technology that allows the internet to operate, BCTHS cannot ensure that all access to explicit, inappropriate or unlawful materials will be completely blocked; however, accessing such resources is inappropriate and will result in disciplinary action and/or denial of privileges.

Internet Safety Course: BCTHS will provide instruction to all students in grades 9-12 on the topics of internet safety and appropriate online use and behavior. **Internet safety education topics** include, but are not limited to: online behavior and ethics, social networking safety, chat room safety, cyber bullying awareness and response as well as other online private and security issues. The course will be taught using online interactive curriculum and must be completed prior to the end of the first semester of the school year. Students enrolling after the first semester will be required to participate in the training with a designated instructor. All students will need to sign a verification form indicating they have participated in the internet safety course for the year.

Email: BCTHS provides users with email accounts for the purpose of school-related communication. If users are provided with email accounts, they should be used with care. Users should not send personal information; should not attempt to open files or follow links from unknown or untrusted origin; should use appropriate language; and should only communicate with other people as allowed by the school policy or the teacher. Users are expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline. Email usage may be monitored and archived. Users are reminded that they have no expectation of privacy with regard to emails created or received on the BCTHS system.

Social Networking Media: For the purposes of this policy, refers to any works of user-created video, audio, text or multimedia that are published and/or shared electronically. Some examples of social media include blogs, social networking sites (Facebook, Instagram, etc.), video hosting sites (YouTube, TikTok), instant messaging, text messaging, electronic video/photo sharing on personal electronic devices, etc. Recognizing the benefits that collaboration brings to education, BCTHS may provide users with access to web sites or tools that allow communication, collaboration, sharing, and messaging among users. Users are expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline. Posts, chats, sharing, and messaging may be monitored. Users should be careful not to share personal information online.

Employee Use of Social Networking Media: All personal communications with students must be of a professional nature. Faculty/staff members must maintain strict professional boundaries of communication with students. BCTHS takes personal/professional boundary limits with students very seriously and will take disciplinary action against any faculty or staff member who violates this policy and/or who initiates or maintains inappropriate personal communications and/or a personal relationship with a student through any means, including social networking. BCTHS recommends that faculty and staff take all necessary steps to limit access to their personal social networking media and prevent students from obtaining such access. Faculty and staff members are reminded that due to the nature of the technology, individuals do not have an expectation of privacy on social media sites.

Faculty and Staff Members May Not:

- ✔ Utilize personal social media sites to communicate with students for education purposes.
- ✔ Enter into inappropriate communications/relationships with students via social media websites or other electronic means.
- ✔ Access personal social networking media on school technology, during the school day or while representing the school at school-sponsored events.
- ✔ Post or share information that discusses or portrays sex, nudity, alcohol or drug use or other behaviors associated with the staff member's private life that would be inappropriate to discuss with a student at school.
- ✔ Post or share information about identifiable students.
- ✔ Disclose personally identifiable information about co-workers or supervisors.
- ✔ Post or share discriminatory or defamatory information.
- ✔ Post or share comments that would cause a disruption in the educational environment.
  Suggest in any personal social networking context that the employee/faculty member in any way represents the school or is speaking on behalf of the school; or violate any school policy on a social media site, including BCTHS policies on discrimination, harassment, privacy bullying/cyber bullying.

Using social media sites that are a personal/private account for professional/educational communication with students is prohibited. Staff may use social media websites to communicate to students for professional purposes (e.g. homework, assignments, class announcements, etc.) only if the site is registered using a BCTHS issued e-mail address. In addition, the staff member using this site must inform the Information Technology (I.T.) Coordinator of the user name and password. Any changes to the account information, such as password, must be reported to the I.T. Coordinator immediately. Use of such electronic media shall be restricted to appropriate professional uses only.

Mobile Devices Policy: BCTHS may provide users with mobile computers or other devices to promote learning outside of the classroom. Users should abide by the same acceptable use policies when using school devices off the school network as on the school network. Users are expected to treat these devices with extreme care and caution; these are expensive devices that the school is entrusting to your care. Users should report any loss, damage, or malfunction to the I.T. staff immediately. Users may be financially accountable for any damage resulting from negligence or misuse. Use of school-issued mobile devices off the school network may be monitored or tracked by location.

Chromebook Insurance: Chromebook insurance will be offered this year to all students. To sign up for this coverage please go to https://schooldevicecoverage.com. The cost of the insurance is $22 per year and covers the following:

- ✔ Accidental Damage
- ✔ Cracked Screen
- ✔ Liquid Damage
- ✔ Fire/Flood
- ✔ Loss/Theft

Personally-Owned Devices Policy: Students should keep personally-owned devices (including laptops, tablets, smart phones, and cell phones) turned off and put away during school hours—unless in the event of an emergency or as instructed by a teacher or staff for educational purposes. Students may access their cell phone during their 30-minute lunch period while in the cafeteria. Because of security concerns, when personally-owned mobile devices are used on campus, they should not be used over the school network without express permission from I.T. staff. In some cases, a separate network may be provided for personally-owned devices.

Security: Users are expected to take reasonable safeguards against the transmission of security threats over the school network. This includes not opening or distributing infected files or programs and not opening files or programs of unknown or untrusted origin. If you believe a computer or mobile device you are using might be infected with a virus, please alert I.T. Do not attempt to remove the virus yourself or download any programs to help remove the virus.

System security is protected through the use of passwords. Failure to adequately protect or update passwords could result in unauthorized access to personal or school files.

To protect the integrity of the system, the following guidelines must be followed:

- ✔ Users may not reveal their passwords to another individual.
- ✔ Users are not to use a computer that has been logged in under another user's name. If a previous user has not logged off, the current user must immediately log out and then log back in under his/her login and password.
- ✔ Users must create passwords that follow the school requirements for minimum characters and required letter/number combinations.

Downloads: Users should not download or attempt to download or run .exe programs over the school network or onto school resources without express permission from the Information Technology staff. You may be able to download other file types such as images of videos. For the security of our network, download such files only from reputable sites and only for educational purposes.

Netiquette: Users should always use the Internet, network resources, and online sites in a courteous and respectful manner. Users should also recognize that among the valuable content online, there is also content unverified, incorrect, or inappropriate. Users should use trusted sources when conducting research via the Internet. Users should also remember not to post anything online that they wouldn't want parents, teachers, or future colleges or employers to see. Once something is online, it's out there—and can sometimes be shared and spread in ways you never intended.

Plagiarism: Users should not plagiarize (or use as their own, without citing the original creator) content, including words or images from the Internet. Users should not take credit for things they did not create themselves, or misrepresent themselves as an author or creator of something found online. Research conducted via the Internet should be appropriately cited, giving credit to the original author.

Personal Safety: Users should never share personal information, including phone number, address, social security number, birthday, or financial information, over the Internet without adult permission. Users should recognize that communicating over the Internet brings anonymity and associated risks, and should carefully safeguard the personal information of themselves and others. Users should never agree to meet someone they met online in real life without parental permission. Any student who receives threatening or unwelcome communication shall report such immediately to a teacher or administrator. Employees should report such communications to their immediate supervisors or, if the communication is from such supervisor, directly to the administrative director or other BCTHS administration. Students who receive threatening or unwelcome communication while at home or off-campus are encouraged to immediately report it to their parents. Harassing, threatening or bullying communications made by BCTHS staff or students to other staff or students should be reported to BCTHS administration regardless of whether such communication was received during school hours, on school grounds, or at school functions.

Cyber Bullying: Cyber bullying will not be tolerated. Harassing, dissing, flaming, denigrating, impersonating, outing, tricking, excluding, and cyber stalking are all examples of cyber bullying. Don't be mean. Do not send emails or post comments with the intent of scaring, hurting, or intimidating someone else. Engaging in these behaviors, or any online activities intended to harm (physically or emotionally) another person, will result in severe disciplinary action and loss of privileges. In some cases, cyber bullying can be a crime. Remember that your activities are monitored and retained.

EXAMPLES OF ACCEPTABLE USE:

I will:

- ✔ Use school technologies for school-related activities.
- ✔ Follow the same guidelines for respectful, responsible behavior online that I am expected to follow offline.
- ✔ Treat school resources carefully, and alert staff if there is any problem with their operation.
- ✔ Encourage positive, constructive discussion if allowed to use communicative or collaborative technologies.
- ✔ Alert a teacher or other staff member if I see threatening, inappropriate, or harmful content (images, messages, and posts) online.
- ✔ Use school technologies at appropriate times, in approved places, for educational pursuits.
- ✔ Cite sources when using online sites and resources for research.
- ✔ Recognize that the use of school technologies is a privilege and treat it as such.
- ✔ Be cautious to protect the safety of myself and others.
- ✔ Help to protect the security of school resources.

EXAMPLES OF UNACCEPTABLE USE

I will not:

- ✔ Engage in illegal activity.
- ✔ Use school technologies in a way that could be personally or physically harmful.
- ✔ Attempt to find inappropriate images or content.
- ✔ Engage in cyber bullying, harassment, or disrespectful conduct toward others.
- ✔ Try to find ways to circumvent the school's safety measures and filtering tools.
- ✔ Use school technologies to send spam or chain mail.
- ✔ Plagiarize content found online.
- ✔ Post or electronically communicate personally identifying information, about myself or others.
- ✔ Agree to meet someone I meet online in real life.
- ✔ Use language online that would be unacceptable in the classroom.
- ✔ Use school technologies for illegal activities or to pursue information on such activities.
- ✔ Attempt to hack or access sites, servers, or content that isn't intended for my use.
- ✔ Send and/or create hateful, discriminatory, offensive, harmful or inappropriate communications.
- ✔ Distribute, reproduce, install or otherwise use copyrighted materials without written permission.
- ✔ Access (send, receive, view, download or transmit) sexually suggestive, sexually explicit, obscene or pornographic materials, including child pornography.

- ✔ Intentionally use, retrieve or modify files, passwords and/or data belonging to other users.
- ✔ Impersonate another user online.
- ✔ Load or use unauthorized games, programs, files or other electronic media.
- ✔ Disrupt the work/programs/work product of other users.
- ✔ Destroy, modify, or access without authorization network hardware, software and/or files.

Users should use their own good judgment when using school technologies.

Expectation of Privacy: Students and staff are reminded that they have no expectation of privacy when using BCTHS technology, its email system or its network.

Limitation of Liability: The Joint Board Committee shall not be responsible for damage or harm to persons, files, data, or hardware. While BCTHS employs filtering and other safety and security mechanisms, and attempts to ensure their proper function, it makes no guarantees as to their effectiveness. The Joint Board Committee shall not be responsible, financially or otherwise, for unauthorized transactions conducted over the school network.

Violations of this Acceptable Use Policy: The user shall be responsible for damages to equipment, systems and software resulting from deliberate or willful acts. BCTHS reserves the right to hold students and employees responsible for damages that occur due to negligence.

Consequences of this policy may include:
- ✔ Temporary or permanent suspension of network, technology, or computer privileges.
- ✔ Disciplinary action, which could include detention, suspension from school-related activities, suspension from school and/or expulsion.
- ✔ Parental notification of student misuse/violation.
- ✔ Reporting of suspected illegal action to law enforcement.
- ✔ Employment disciplinary action for employee violation/misuse.
- ✔ Legal action and/or prosecution.

Signing of the Agreement: Each school year, students and their parents/guardians will be required to provide an electronic signature affirming their acceptance of the terms of Bucks County Technical High School's Acceptable Use of Internet, Computers, and Network Resources Policy.

INTRAMURAL PROGRAM

Athletic intramural sessions will be scheduled by the co-curricular administrator and will be held after school hours on such dates as may be convenient to all parties. Listen to daily announcements regarding the intramural program. Students must complete a parent/guardian authorization form to participate in the intramural program.

KEYSTONE EXAMS

What are the Keystone Exams?
The Keystone Exams are end-of-course assessments designed to evaluate proficiency in academic content.

Who will participate in the Keystone Exams?
Students who already have, or are in the process of completing algebra, biology and literature, will take the Keystone Exams. This is generally given during the sophomore year.

When will the exams be offered?
Keystones will be administered throughout the year, generally in the Spring. Specific administration dates will be published by PDE on the SAS website at: www.pdesas.org

Who decided what Keystone Exams should measure?
Groups of teachers, supervisors, curriculum directors, and college specialists from across Pennsylvania choose the areas of knowledge on which the exams are based. These groups also reviewed, edited, and approved exam questions.

What is assessed on the Keystone Exams?
Pennsylvania adopted the Common Core Standards, standards aligned with expectations for success in college and in the workplace. The Keystones are designed to measure these standards.

How long is a Keystone Exam administration?

There is no time limit for a student to complete a Keystone Exam. Each exam should take the typical student 2 to 3 hours to complete. There are two modules on each test, and each module (or test session) of the Keystone Exam should take 1 to 1½ hours to complete.

What are the available formats for administering the Keystone Exams?
The Keystone Exams are available in both online and paper/pencil formats. Districts will determine if online, paper/pencil, or both formats will be used locally.

Will students have an opportunity to experience online testing before taking a Keystone Exam online?
Tutorials and online training programs have been developed for the Keystone Exams. The online exam has a "Help" feature that is available to the student during the exam.

What types of questions are on the Keystone Exams?
The Keystone Exams will include multiple-choice questions and constructed-response or open-ended questions.

How are the written responses to constructed response questions scored?
Written responses for constructed response questions are scored by evaluators trained in applying a pre-determined scoring system. Scores are based on content only. Most constructed response questions require students to show their work or explain their reasoning. These questions will ask students to explain, analyze, describe, or compare. Some questions will also require students to perform calculations or create graphs, plots, or drawings.

How are the results reported?
Keystone Exam scores will be processed as quickly as possible and provided to the districts.
More information may be found on our website, www.bcths.com. Click on **Pennsylvania Keystone Exams** found under the **Parents** tab.

LATE FOR SCHOOL

Students who are not in their first period class seats at 7:18 am are considered late; students arriving to school after 7:30 am are required to sign in at the main lobby security desk.

LOCKS/LOCKERS

A school lock can be purchased from the Pupil Services Office and will remain with the student until graduation. **Only school issued locks are permitted and must be on the locker at all times.** Locks must be removed at the end of the school year. Requests for locker assignments are made through the Pupil Services Office. Locker assignments are re-assigned at the beginning of each school year and students will have the opportunity to purchase locks and request locker assignments throughout the school year.

If a replacement is required, an additional fee will be charged. All students are required to purchase a school lock to ensure the safety of the locker assigned to his/her name. Private locks will be removed and replaced with school issued locks at the direction of administration and the student will be assessed a charge. Do not share or trade lockers, do not give your locker combination to other students, and do not exchange locks. Lost and/or damaged locks and damaged lockers are the responsibility of the assigned student.

Lockers are the property of BCTHS, therefore, lockers are to be kept neat and clean at all times. Do not affix anything to the inside of your locker by using anything other than masking tape or scotch tape, and remove all such items at the end of the school year. A student's locker is subject to inspection by school authorities for the purpose of good housekeeping and cleanliness. **No refunds will be made for returning locks.**

Administration reserves the right to request that a student be searched when there is reasonable cause as determined by the administration**.** Individualized suspicion that is based upon carefully determined reasonable grounds is the basis for administrative search and seizure procedures. School officials also have the right to search any locker at any time to prevent its use for illegal purposes and to protect the welfare of the student body.

LOST & FOUND

Found articles should be taken to the main office immediately or they will be considered stolen property. Any student who has lost an article should report the loss to their teacher and to the office. Unclaimed articles will be disposed of at the end of each semester.

MEAL CHARGING POLICY

Meal Charges Procedure

Bucks County Technical High School is committed to providing nutritious meals daily to our students and we believe children should receive nutritious meals in order to stay focused during the school day. As a participant in the National School Lunch Program, the USDA requires that Bucks County Technical High School create, maintain and enforce a Meal Charge Policy. Please remember it is the parent's or guardian's responsibility to provide a student with a meal or the money to purchase a meal.

If for any reason a parent/guardian cannot afford to provide a meal for their child, free and reduced meal applications are available in English or your preferred language through our Pupil Services Secretary. You can also apply electronically at www.schoolcafe.com.

If a student qualifies for free or reduced meals, this pricing will **not** be retroactive; so any balance previously incurred will remain the responsibility of the parent or guardian and an obligation to the school. BCTHS will restrict privileges or activities of students who owe money for school meals if the same restrictions apply to students who owe money for other school-related items.

Parents and students can make payments on line at http://www.bcths.com or in the Café with cash or check. Checks are treated as cash and funds are made available same day. BCTHS may accept donations to help pay outstanding meal charges. When a donation is received, BCTHS will apply the amount as requested by the donor.

Meal Charges and Collection of Unpaid Meal Charges Guidelines:

A student who requests a school meal must be provided with one regardless of whether the student has money. When a student owes money for five (5) or more school meals, the school must make at least two attempts to reach the student's parent or guardian and have the parent or guardian apply for participation in the school food program.

Communications regarding a low balance or money owed may be communicated directly to the student provided it is done individually to the student by appropriate school personnel and must be done discreetly. Communications regarding money owed by a student for school meals must be made to the student's parent or guardian. A student who cannot pay for a school meal may not be required to perform chores or other work to pay for the school meal. A student may not be required to discard a school meal after it was served to the student due to the student's inability to pay for the meal or amount of money owed by the student for prior school meals.

BCTHS may restrict privileges or activities of students who owe money for school meals. A transfer of funds will occur into the food service account from non-federal sources once the collection procedures identified in the School Meal Charge Procedures have been exhausted (resulting in bad debt) since bad debts are an unallowable cost to the food service account.

A La Carte:

Students will not be allowed to borrow money for A La Carte Items. A La Carte items include, chips, cookies, ice cream or any food items that are not part of a reimbursable meal.

MEDICAL INSURANCE

All students should be covered by family medical insurance or "school insurance". Insurance protection is very important because of the "hands-on" nature of our school. BCTHS is **NOT** responsible for liability in case of accidental injury. The school insurance policy available to students provides coverage for all school activities except varsity football. The coverage extends to transportation to and from school and into the summer months when school activities are held. Parents/guardians requesting this insurance will deal directly with the insurance carrier. Applications can be found on the school website. Students who are injured should report their injury to the school nurse so proper forms may be filed.

NATIONAL HONOR SOCIETY / NATIONAL TECHNICAL HONOR SOCIETY

To be admitted to the National Honor Society (NHS), a student must carry a full course load, attain a 3.75 cumulative unweighted average and maintain that average once admitted. National Technical Honor Society (NTHS) Admission is also based upon qualities of leadership, character, community and school service and involvement; and the status of those qualities upon entry in the NHS and NTHS must be maintained or maintained once admitted. To be admitted to the NTHS, a student must carry a full course load, attain a 3.60 cumulative unweighted average plus a 95% in their respective technical program and maintain that average once admitted. NHS and NTHS members found guilty of cheating and/or committing any other serious violation of BCTHS policies and/or building discipline codes and procedures will face expulsion from the Society. Students wishing to join the NHS and NTHS,

having committed any of the aforementioned offenses, will not be considered for admission by the selection committee. See by laws for more information.

NEWS MEDIA AUTHORIZATION

By law, any student under 18 years of age must have a parental/guardian permission form on file giving permission to be photographed or interviewed by the media for school purposes.

NOCTI

National Occupational Competency Testing Institute Assessment

All seniors designated as a "completer" of a technical program are required to participate in State Occupational Competency Testing. BCTHS defines a "completer" as any student who has been enrolled in the program for 50% or more of the instructional hours. Student Occupational Competency Assessment is a requirement under state and federal regulations, as well as a graduation requirement of BCTHS. A specific test utilized by our school to comply with the requirements is the NOCTI assessment. The unique aspect of this test is that it relies on both written and performance components to identify the student's skill level. Results of the assessment will become a part of the student's permanent record. Students who score exceptionally well may be awarded the Pennsylvania Skills Certificate, issued by the Governor of the Commonwealth of Pennsylvania. NOCTI assessments are generally administered by mid-May.

NURSE AIDE RECORDKEEPING PROCEDURES

In order to comply with the guidelines set forth by the NATCEP (Nurse Aide Training Competency Evaluation Program), all records for students enrolled in the Pennsylvania Nurse Aid Training Program will remain confidential in accordance with the Family Educational Rights and Privacy Act ***(See "FERPA", Page 13)***. Student records including grades, instructor schedules, program evaluations by students, instructor evaluations by students, course calendar and syllabus, anecdotal notes concerning students or the course, attendance records, and trainee criminal background checks will be kept a minimum of three years. The Pennsylvania Nurse Aide Training Report, certificate of completion for each graduate, and copies of performance checklists for each student who begins the NATCEP, including students who withdraw or are dismissed from the program, will be kept on file ad infinitum (indefinitely).

OBLIGATIONS

Students are issued Chromebooks, chargers, textbooks, and other articles that belong to BCTHS for use during the school year. It is the student's responsibility to return that property, in the condition that it was issued, directly to the staff member who issued it. Students not complying will be charged the replacement cost for the item(s). Students are also responsible for all other obligations, such as, but not limited to: cafeteria expenses, Activity fees, dance tickets, etc. All unpaid balances are considered obligations. All loans/obligations, with the exception of a "Friends of Tech" loan, must be satisfied as a requirement to participate in extra-curricular activities such as, but not limited to, dances (Freshman, Sophomore, Junior and Senior dances/proms), trips (Dorney Park, Senior Class trip) and participation in the graduation ceremony (cap and gown will not be released until all obligations and/or loan payments are paid in full). BCTHS will withhold diplomas for any senior who has a student obligation. In addition, seniors will be unable to attend the senior class trip, graduation ceremony, and other end-of-the year events until the obligation is satisfied.

After May 14th, payments for obligations must be made in cash or by credit card. A service charge will be applied for all credit card transactions; there will be no exceptions. ***(See "Proof of Purchase" Page 30; and "Payments" below)***

NOTE: "Friends of Tech" is a loan and is considered an obligation. All loans, including "Friends of Tech" loans, must be either in good standing (current on payments) for underclassmen or satisfied by withdrawal from BCTHS before participating in the senior prom, senior class trip, and/or graduation.

OPEN HOUSE FOR PROSPECTIVE STUDENTS & THEIR FAMILIES

Open House will be held on **Tuesday, November 10, 2026** from 6pm to 8pm. Prospective students and their families are invited to tour our school, talk to our teachers, and see all the benefits of attending BCTHS.

PARTICIPATION IN DISSECTIONS LABS

Legislation passed in 1992, added to the Pennsylvania School Code, mandates that schools shall notify students and their parent/guardian of the right to

decline to participate in dissection, vivisection, incubation, or capture of chordate animals or their parts. Students choosing to decline active participation in a laboratory which includes any of the above-listed activities will be given an alternative assignment.

PAYMENTS

BCTHS accepts cash, checks, and credit cards as payments. A service charge will be applied to all credit card transactions. **It is the responsibility of each student to keep any receipts they receive.** Please Note: **The last day for students to pay for anything by check is May 14th of each school year**.

PERKINS STAKEHOLDERS COMMITTEE

The *Strengthening Career and Technical Education for the 21st Century Act* (Perkins V), signed into law on July 31, 2018, reauthorized the *Carl D. Perkins Career and Technical Education Improvement Act of 2006*. Perkins V supports funding for programs and services that enhance student achievement in career and technical education and took effect on July 1, 2019. Parents and guardians are invited to participate in the Perkins Stakeholders Committee, which meets to review and provide input on the annual use of Perkins funds. If you are interested in joining, please contact the Perkins Coordinator by calling the school at 215-949-1700.

PERSONAL WORK ORDERS

A student in good standing may take advantage of the resources within the 5 academy areas by obtaining a work order from the technical teacher. After completing the form, the student should give it to the teacher of the technical lab involved in the request, who will in turn send it to the administrator for approval. Students will be charged for the price of the material used to carry out the request. Certain areas have a base charge for any work done which covers miscellaneous costs of materials used. Unauthorized projects will be stopped, parent/guardian notified, and the student will be disciplined.

PLAGIARISM

Plagiarism is the copying, forging, lifting, expropriation, or using a portion of information as one's own. It is the act of attempting to steal and pass off as one's own, ideas or words of another. It is the attempt to present as one's own, an idea or product derived from an existing source. Plagiarism is morally wrong and, of course, plagiarism is illegal. Teachers establish appropriate academic penalties that are supported by the administration. All incidences of plagiarism will be discussed with the teacher's immediate supervisor. Teachers are encouraged to review standards regarding plagiarism during the first day of school and with parents/guardians on Back-to-School Night. Students must guard against presenting either the words or the ideas of another writer as though they are the student's own creation. To help students write research papers competently and honestly, BCTHS follows the guidelines offered in Sharon Sorenson's excellent text, "The Research Paper: A Contemporary Approach." Students should consult our school-wide text, work carefully with their teachers, and follow these simple rules of documentation.

Paraphrase: You put someone else's expression and ideas into your own words. You do not simply change word order, delete or add a few words, or provide a few synonyms. Paraphrase is a significant alteration of the original text.
NOTE: you must document paraphrased material with a parenthetical credit because the ideas presented are not your own.

Summary: If you greatly reduce the amount of information and put it into your own words, you still must tell the reader where you located the information in the first place. At the end of summarized material, therefore, you must include your source in parentheses.

Direct Quote: If you quote the original author's words and use quotation marks, you must cite your source at the end of the quote. Simply enclosing the words in quotation marks is not sufficient. You must tell the reader the origin of the quote. Academic penalties will result when students plagiarize. Students should work closely with their teacher.

POSSESSION OF DANGEROUS SUBSTANCES

The possession or use of **mace, pepper spray, or similar like substances, is strictly prohibited.** Any violation of this rule will lead to discipline sanction as per our policy. Such substances will be immediately confiscated and disposed of through our security office. Possession in school will be considered a major discipline issue and will result in multiple days of suspension.

Also**, laser pointers/devices present a significant health hazard** (eye injury) to students and staff. Laser devices of any type are strictly prohibited and possession in school will be considered a major discipline issue and will result in multiple days of suspension. The device will be immediately confiscated and will be returned directly to a parent/guardian. Because of the possibility of permanent eye damage caused by a laser, the possibility exists for disorderly conduct charges being filed against any student who is caught in possession of a laser pointer.

Magic markers and other marking pens are not to be in possession of students outside a supervised classroom setting, and only with adult supervision.

A large number of students and staff at BCTHS have been diagnosed with asthma; therefore, **the use of aerosols, i.e. perfumes, colognes, body sprays, deodorants, etc., is forbidden.** When used, the liquid contained in these sprays is emitted into the air under high pressure creating a fine mist that can travel a long way. When inhaled, the mist can trigger asthma symptoms and a possible attack. Because of the amount of time the spray stays in the air, and the distance it can travel, even spraying some distance from the person with asthma can lead to problems. Apply personal hygiene products at home and do not carry aerosols into the building.

PROGRAMS FOR ELIGIBLE OR PROTECTED HANDICAPPED STUDENTS

In compliance with state and federal law, notice is hereby given by BCTHS that it conducts ongoing identification activities as a part of its school program for the purpose of identifying students who may be in need of special education and related services (eligible students). If your child is identified by BCTHS as possibly in need of such services, you will be notified of applicable procedures. Individualized services and programs are available for children who are determined to need specially designed instruction. If you believe that your school-age child may be in need of special services, the school counselor should be contacted. In compliance with state and federal law, BCTHS will provide to each protected handicapped student, without discrimination or cost to the student or family, those related aids, services, or accommodations which are needed to provide equal opportunity to participate in and obtain the benefits of the school program and extracurricular activities within an inclusion model or life skills model.

Chapter 15 – Protected Handicapped Students/504 In compliance with state and federal law, BCTHS will provide those related aids, services or accommodations that are needed for each protected handicapped student, an equal opportunity to participate in and obtain the benefits of the school program and extracurricular activities to the maximum extent appropriate to the student's needs. These related aids, services or accommodations will be provided without discrimination or cost to the student or family. To qualify as a protected handicapped student, the child must be of school age with a physical or mental disability that substantially limits or prohibits participation in or access to an aspect of the school program.
For further information regarding the evaluation process and provision of services under a 504 Service Plan, contact your school counselor.

Confidentiality: All information gathered about your child is subject to the confidentiality provisions contained in federal and state law.

BCTHS has policies and procedures in effect governing the collection, maintenance, destruction, and disclosure to third parties of this information. For further information about these policies and procedures, as well as rights of confidentiality and access to educational records, you may contact, in writing, the Supervisor of Pupil Personnel Services.

PROMS, DANCES, FIELD TRIPS & CLASS TRIPS

PROMS & DANCES:
Students who have purchased senior or junior prom tickets will be dismissed at 10:30am the day of prom. Students attending prom must remain there the entire evening; dismissal from senior and junior proms will begin 30 minutes prior to the ending time. If the event is held at a hotel, students are prohibited from booking a room and staying overnight – they must leave the hotel immediately after. Since prom is a school sponsored activity, proper attire is expected to uphold the same integrity as related to the school dress code. Gowns and dance attire are expected to be selected in good taste and appropriate for a school environment. **Outside guests attending BCTHS proms/dances must not be over the age of 20.** Attendees are responsible for the behavior of their guest. BCTHS administration reserves the right to monitor appropriate dance floor behavior. Students and guests must have ID to enter proms or dances. Refunds will not be issued for any reason.

FIELD TRIPS & CLASS TRIPS:
A field trip is an educational privilege, not an entitlement, to extend learning beyond the classroom. Students must be in good standing, have the required signature form signed by all school authorities, passing grades and appropriate discipline and attendance in order to participate. In preparation for the class or group trip, each coordinator or faculty sponsor will provide a sufficient number of meetings or notices for parent/guardian and participants so that they are thoroughly oriented to the rules and regulations, the social, cultural and historical background of the trip's destination, all travel arrangements and general travel information (i.e. medication, currency, room lists).

No refunds will be issued for field trips or class trips for any reason unless travel insurance was purchased at the time of booking the trip. Students placing a deposit to secure a spot on a class trip will sign an agreement stating their intention to pay the balance in full.

IN ADDITION:
Administration reserves the right to exclude any student from a class trip, prom, or school event on the basis of disciplinary problems. Students who reach the 3rd level of discipline and/or probationary status will not be permitted to participate in class trips, proms or school events. Students owing

Saturday detentions are ineligible for school sponsored activities such as proms, dances, field trips, and class trips.

Administration reserves the right to review discipline, grades, and or absences with regard to extenuating circumstances. Students seeking an exception must make an appointment with the **Assistant Principal/Dean of Students** (Discipline) who will make a decision on a case-by-case basis. No field trips will be taken after May 20th without administrator approval.

Students who are absent from school or who are suspended on the day of a trip, prom, or any school activity, are not permitted to participate. **Tobacco use is not permitted at proms, dances, field trips, class trips, or any other school event** ***(See "Tobacco" Use, Page 36).*** **All Student Handbook & Code of Conduct Regulations will apply.**

PROOF OF PURCHASE

Students paying for books, projects, lost ID, etc., must pay in the main office, at which time they will be given a receipt**. Students must keep that receipt for the entire time they are enrolled at BCTHS.** If a discrepancy should arise concerning payment, it is the responsibility of the student, not BCTHS, to produce the receipt as proof of purchase. ***(See "Obligations," Page 27; and "Payments," Page 27)***

PSAT/SAT/ACT TEST DATES & ACCOMMODATIONS

The PSAT/NMSQT (Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test) is the first major screening test for most college-oriented students. The test measures critical reading, math and writing abilities that are important for academic success in college. 11th grade students taking the PSAT test will be considered for National Merit Scholarship/recognition. SAT scores are an important component in college admissions and post-secondary college scholarship opportunities. **Our high school testing code is 391362** and **must** be placed on all test documents **–** it is **your** responsibility to do so.

PSAT TEST	**SAT TEST**	**ACT TEST**
October 15, 2026	SAT website	ACT website
(Given at BCTHS)	(***Check website for registration/updates)***	(***Check website for registration/updates)***

The PSAT test will be administered here at the school. SAT/ACT tests will be administered at one of the participating school districts. Listen for announcements regarding these tests and contact your school counselor for additional information. Dates are subject to change.

How to apply for testing accommodations for the PSAT and/or SAT tests on these dates: The College Board provides a broad-range of accommodations to eligible students. Accommodations must be applied for and approved before they can be used. The first step of the process is to contact the school counselor for a *Request for Accommodations Consent Form* which is available on the BCTHS website.

Deadlines for Submission: Reviewing accommodation requests takes approximately seven weeks, therefore, s*tudents are urged to start the process during freshman year.* Students who receive accommodations can use them throughout their high school careers. Once approved, it is not necessary to reapply. Questions should be directed to school counselor, Mr. Jesse Rich at jrich@bcths.com or call him at 215-949-1700 ext. 2114.

PUPIL RECORDS POLICY

The process of gathering information about pupils is necessary for curriculum study and school program planning. The term "pupil records" means those records obtained by the school, or prepared or secured by an agent of the school, about pupils, for the use of professional members of the school staff. Records shall be maintained in a manner which guarantees their security and proper professional use, consistent with constitutional and statutory rights of individuals. With the exception of records of academic achievement and attendance, pupil records will be released to other persons or agencies only by the administrative director/designee. Records shall be released in a manner consistent with constitutional and statutory rights of pupils; that is (1) with written consent of parents of minors or in cases of emancipation, the pupil; or (2) upon subpoena. Information shall be maintained in the pupil's record as long as it is accurate, reliable, and useful in the educational planning and programming of pupils.

REPORT CARD SCHEDULE

The Skyward Family Access system is the official method by which parents monitor student progress at BCTHS ***(See "Skyward Family Access Portal", Page 35).*** Student grades, report cards, class assignments, attendance and discipline data are all available on Skyward Family Access.
Additionally, a hard copy of the final report card will be mailed to parents/guardians. ***Dates are subject to change*****:**

1ST TERM

September 2, 2026 - November 10, 2026

2nd TERM
November 11, 2026 – January 28, 2027

3rd TERM
January 29, 2027 – April 8, 2027

4th TERM
April 9, 2027 – June 14, 2027

Final report cards will be mailed to parents/guardians the week of June 21, 2027

REPORTING CRIMES

BCTHS is not prohibited from reporting a crime committed by a student to appropriate authorities or preventing state law enforcement and judicial authorities from exercising their responsibilities with regard to application of federal and state law to crimes committed by students. BCTHS is not prohibited from providing copies of student disciplinary records to appropriate authorities.

RESOURCES FOR HELP/SAP

For information on community resources and school tutoring opportunities, please visit our schools website and click on the Student Services tab.

Student Assistance Program (SAP)

The Pennsylvania Student Assistance Program (SAP) is a systematic team process used to mobilize school resources to remove barriers to learning. There are four phases to the SAP process: referral, team planning, intervention and recommendations, and support and follow-up. SAP is designed to assist in identifying issues including alcohol, tobacco, other drugs, and mental health issues which pose a barrier to a student's success. The primary goal of the SAP is to help students overcome these barriers so that they may achieve, advance, and remain in school. According to Pennsylvania Public School Code, schools in Pennsylvania are required to establish and maintain SAP for all students K-12. SAP team members must be trained by a Pennsylvania Approved SAP Training Provider (PASTP). While Student Assistance Programs exist in other areas of the country, the structure and operation of the program was Created August 2021 9 Pennsylvania is a unique integrated model serving the needs of Pennsylvania families and students.
For more information, please visit **The Pennsylvania Network for Student Assistance Services (PNSAS)**

BCTHS contracts with the Caron Foundation to conduct all assessments. Their job is to focus on the student and family to determine the exact nature of the problem and then, if necessary, suggest treatment options.

SCHOOL COLORS/MASCOT

The student body of BCTHS has chosen teal and white as the school colors. The school mascot is the grizzly bear.

SCHOOL NURSE SERVICES

The School Nurses' Office is located next to Pupil Services, in A-hall, and is open from 8:08 am until the close of the school day. The office is closed during first hour of the day except for **acute injuries and emergencies only.** Medications are not administered during the first and last hour of the day.

FIRST AID AND ILLNESS POLICY:
All injuries, regardless of how small, must be reported to the school nurses where they will be evaluated, treated, and recorded. In the event of a more serious injury, an accident report will be completed by the nurses and staff member responsible for the student at the time of the incident. A copy of this

report is filed in the Business Office and the Nurse's Office and is used to determine how the accident occurred and how it could have been prevented.

A parent/guardian will be called if:

- ✔ The injury requires evaluation or treatment by a physician.
- ✔ The student has a head injury.
- ✔ The student requires tetanus immunization.
- ✔ The school nurse has any other concerns that need to be shared with the parent/guardian.

When illness, injuries, or medical problems originate at home, **treatment should be initiated before coming to school.** Non-school injuries are not the primary responsibility of the school, and BCTHS does not have facilities to provide extensive, all-day care for students who come to school ill. If your child has any of the following symptoms, he/she should be kept at home until the problem has been resolved for 24 hours or has been medically treated:

- ✔ Temperature of 100.4 degrees or higher.
- ✔ Any unusual rash or draining skin lesions. A medical note is required for return to school.
- ✔ Persistent cough.
- ✔ Red, runny, or itchy eyes accompanied by purulent drainage. A medical note is required for return to school.
- ✔ Sore throat accompanied by fever.
- ✔ Vomiting or diarrhea.
- ✔ Multiple episodes of vomiting or diarrhea

Please refer to the Communicable Diseases Exclusion Procedure located on the BCTHS website under Nurses' Office for additional information regarding when to keep your child home.

Students who become ill during the school day are to be sent to the Nurses' Office for an evaluation. Every attempt will be made to keep the student in school to promote academic success. If clinical assessment deems necessary, a parent/guardian will be called to pick up the student or to send someone to take him/her home**.**

Nurse office visits and/or requests for medication in excess of ten (10) may indicate a more significant health concern and a healthcare provider's note indicating a current evaluation and the need for medication will be required. The School Nurse is authorized to decline to administer medication based on clinical assessment.

It is required that the Student Health/Emergency Card be completed, listing parent/guardian's home, work and cell phone numbers, as well as the number of an emergency contact. It must be signed and returned by a parent/guardian within two (2) school days. This card is extremely important as it provides the school nurses with **current** medical information to be used in case of illness or injury. The Student Health-Emergency Card also contains the annual written permissions needed for the nurse to administer medications such as acetaminophen, ibuprofen, calcium carbonate, cough drops, throat lozenges, and cola syrup, based on clinical assessment**. Students that fail to return the card will not be permitted to participate in their technical program and PE and this may negatively impact their participation grade.**

In order for a student to leave the building, the parent/guardian or designated responsible party must come to the Front Security Desk to sign him/her out. If a student has driven to school and becomes ill during the school day, he/she **will not** be permitted to drive home unless the nurse feels that the student is capable of driving safely, the parent/guardian is contacted and they grant permission for the student to drive home. **In the case of an emergency or a serious injury or illness,** the student will be transported via ambulance to the hospital indicated by the parent/guardian on the student's health card. The PA Compulsory Attendance Law states that attendance at school is mandatory and supersedes student employment. Students will not be dismissed to go home to rest due to illness so that they may go to work later in the day.

MEDICATION POLICY:

Medications which are absolutely necessary during the school day will be administered. Medication (including both prescription and over-the-counter) will not be administered during the first or last hour of the day. **All medications must be hand-delivered to the school nurse by the parent/guardian and are required to be in an original prescription container labeled by a pharmacy.** All medication must be kept in the Nurse's Office with the exception of inhalers and Epinephrine, provided the required medical documentation has been completed and submitted to the nurse office (see below). No prescribed or over the counter medication shall be administered unless an order form is on file. This form may be found on the BCTHS website under Nurses' Office or a paper copy may be picked up by the student. This must be completed annually. It is the responsibility of the student to report to the nurses' office at the assigned medication time. Students will not be called to the nurses' office for medication administration.

At the end of the school year, any medication not picked up will be discarded.

ASSISTIVE MOBILITY DEVICES

Students who temporarily require the use of walking boots, splints, casts, canes, crutches, walkers, wheelchairs, etc. shall present documentation from the prescribing healthcare provider to the Nurses' Office on the first day back to school. **Please refer to the Assistive Mobility Device Procedure located on the BCTHS website under Nurses' Office.**

ELEVATOR USE
Please refer to the ELEVATOR POLICY in the handbook.

ALLERGY AND ANAPHYLAXIS TREATMENT:
If a student has a severe allergy that may require epinephrine, an Allergy and Anaphylaxis Management Plan form must be completed and kept on file in the Nurses' Office. This form may be found on the BCTHS website under Nurses' Office or a paper copy may be picked up by the student. This must be completed annually.

ASTHMA TREATMENT
If a student has asthma that may require an inhaler, an Asthma Management Plan form must be completed and kept on file in the Nurses' Office. This form may be found on the BCTHS website under Nurses' Office or a paper copy may be picked up by the student. This must be completed annually.

DIABETES TREATMENT
If a student has a diagnosis of Type 1 Diabetes, a current Diabetes Medical Management Plan must be kept on file and updated annually. A checklist for supplies will be provided by the School Nurse.

SEIZURE TREATMENT
If a student has a diagnosis of seizures, a current Seizure Action Plan must be kept on file and updated annually. If a student has an emergency seizure medication, a Medication Order form must be completed annually and medication kept in the Nurses' Office.

EPINEPHRINE OPT-OUT ACT 195:
The Pennsylvania Public School Code, Section 1414.2(g) allows parents/guardians to request an exemption to the administration of an epinephrine auto-injector for their student. In order to request this exemption, contact the school nurse to discuss this decision, review, and sign the opt-out form.

NARCAN (naloxone):
Pursuant to Act 139, and directive from the Governor of Pennsylvania, the Pennsylvania Secretary of Health, the Pennsylvania Secretary of Education, and the Pennsylvania Secretary of the Department of Drug and Alcohol Programs, BCTHS will store Narcan (naloxone) and provide personnel who possess the education and knowledge to administer Narcan(naloxone). Licensed health care professionals employed at BCTHS have completed a Pennsylvania Department of Health approved Naloxone training repeated every three years permitting them to administer Narcan(naloxone). Narcan(naloxone) may be administered when there is a reasonable belief that the person is suffering from an opioid overdose. Administration of Narcan(naloxone) shall be done in good faith and in a manner consistent with manufacturer instructions.

As soon as possible after administration of naloxone, 911 will be contacted. Administration of naloxone shall not be required in circumstances of unavailability of naloxone, unavailability of a qualified naloxone administrator, and/or uncertainty as to whether an opioid overdose is occurring, among other reasons.

PHYSICAL EXAMS:
The State of PA requires a physical exam for all 11th grade students. It is strongly recommended that the exam be performed by your primary healthcare provider as he/she knows your child's medical history. Our school physician will perform the exam for any student for whom a private physical is not possible. Private physicals should be performed by October 1st and the completed form sent to the school nurse as soon as possible. If a completed form is not received by October 1st, the student will be scheduled for an examination with the school doctor, unless the parent/guardian indicates on the student health card that permission is not granted. Additionally, school districts are now permitted to accept reports of private physicals completed within one year prior to a student's entry into 11th grade. All forms are available on the school's website and in the Nurses' Office. When your health care provider completes the physical form, please be sure to include a copy of updated immunizations. Students typically receive the mandated meningitis vaccine for entry into 12th grade during the 11th grade physical.

SCREENINGS:
School nurses are mandated to perform annual height, weight, and vision screenings on all 9-12th grade students. Hearing screenings are mandated for 11th grade students only. This mandate is a *screening* to help identify students who may need additional follow-up with a physician; it is not a physical exam. To exclude your child from mandated screenings requires a note from a parent/guardian annually by October 1st.

Per Act 20 of 2026:
1. A student is now exempt from height and weight measurement upon a parent or guardian's written request. If you would like to exempt your child please email: nurses@bcths.com.
2. The school entity may not deliver a student's BMI to the student or the parent unless the parent requests it in writing. If you would like this information, please email your request to: nurses@bcths.com.

IMMUNIZATIONS:
Please be advised of the following Pennsylvania school immunization requirements:

Children in ALL grades (K-12) need the following immunizations for attendance:

- 4 doses of tetanus, diphtheria, and acellular pertussis* (1 dose on or after 4th birthday)
- 4 doses of polio (4th dose on or after 4th birthday and at least 6 months after previous dose given)
- 2 doses of measles, mumps, and rubella
- 3 doses of hepatitis B
- 2 doses of varicella (chickenpox) or evidence of immunity

7th grade through 11th grade ADDITIONAL immunization requirements for attendance:

- 1 doses meningococcal conjugate vaccine (MCV)
- 1 dose of tetanus, diphtheria, acellular pertussis (Tdap)

12th Grade ADDITIONAL immunization requirement for attendance:

- 2 doses of Meningococcal Conjugate – One of these doses is required at the age of 16 years or older (a 2nd dose is not necessary if the 1st dose was given at age 16 years of age or older)

Exemptions to the school laws for immunizations are:

- Medical reasons
- Religious beliefs
- Philosophical/strong moral or ethical conviction

On the first day of school, unless the child has a medical, religious, or philosophical exclusion, the child MUST have had the above vaccines or risk exclusion.

SCHOOL PROPERTY

Students are expected to maintain respect for school property, grounds, equipment, and facilities at all times. The school can be maintained at its best only with student cooperation. Students are expected to reflect pride of ownership in their conduct. Any student destroying and/or defacing school property will be immediately suspended and will be held legally responsible for financial restitution. If the case warrants prosecution, the school shall sign the complaint and exercise its legal prerogatives.

SCHOOL STORE

The BCTHS online school store is operated by the Entrepreneurship & Small Business Development program. Online orders will be processed by students and parents/guardians using this link: http://bcths.deco-schools.com/ The link can be accessed via our BCTHS school website.

SCHOOL-TO-CAREER PROGRAM

GOAL: The School-to-Career program at BCTHS is offered to qualifying students from all participating districts. The purpose of this program is to provide students with work-based experiences to acquaint themselves with the world of work before graduation. Students may participate in cooperative education, internships, and/or job shadowing experiences. Students desiring admission to this program must be at least 16 years of age and have working papers ***(See "Working Papers", Page 39).***

BCTHS strongly encourages students to participate in some form of school-to-career experience(s) and feels students with hands-on experience in the workplace prepare them for a smoother transition into competitive employment. These experiences are an integral part of the school's curriculum and participation will reflect directly on the student's academic standing. Typically, students must receive a "C" or better and have a good attendance and discipline record.

School-to-Career Services: School-to-Career Coordinators offer a variety of work-based experiences for students.

- ✔ Cooperative Education ("Co-op"): Students earn a wage as well as experience within their field of study.
- ✔ Internship: Students participate in a job-related occupation but it is for a limited experience and time and students are not paid.
- ✔ Job Placement: Students may request assistance in securing a job in their respective field and every effort is made to place them.
  School-to-Career Transition Programs: These programs will be customized by the Transition Coordinator to reflect the individual needs of all special education students.

Process: To begin a school-to-career experience, students must complete a "School-to-Career" recommendation form. Typically, junior and senior students are eligible to participate after completing a pre-evaluation form from a School-to-Career Coordinator. Students on probation must wait one

marking period and submit a new form. If there are any problems, there must be communication between student, parent, teacher, and administration before a decision is reached. Violations resulting in a major breach of discipline, privileges will be suspended for one full marking period. Students will not be permitted to work at their training stations if they are absent from school. If students are too ill to go to school, they are too ill to go to work. If needed, students must complete a physical education contract prior to school-to-career placement. Prospective school-to-career students must be able to furnish their own transportation since BCTHS does not provide transportation. It is a privilege for students to partake in the School-to-Career Program. *Students are not required to participate* and therefore, they can be removed at any time.

SEARCHES

Student search and seizure procedures by school administrators are based upon **reasonable cause**. Being in an unauthorized/non-scheduled area of the campus/building is deemed reasonable cause by school administration. **When a student chooses not to be searched, the parent/guardian and local police will be notified** and appropriate disciplinary action (minimum three-day out-of-school-suspension with in-school parent/guardian conference) will take place unless the administrator deems there is a major safety violation, then the search will need to be conducted. Students suspected of being in possession of tobacco products or vaporizers of any kind ***(See "Tobacco Use," Page 36)*** are subject to a search and confiscation of tobacco, electronic cigarettes, and smoking paraphernalia.

Administration reserves the right to request that a student be searched when there is reasonable cause as determined by administration. Individualized suspicion that is based upon carefully determined reasonable grounds is the basis for administrative search and seizure procedures.

Search of Students and Seizure of Evidence:

Purpose: BCTHS has a compelling interest in promoting an environment which is safe and conducive to learning. Therefore, BCTHS has established a policy for conducting student searches and seizing contraband so that the school can maintain order, discipline, and curb violence.

Definitions:

- ✔ **Search:** An actual examination of someone's property or body where or when the individual has a reasonable expectation of privacy.
- ✔ **Reasonable Suspicion:** The ability of a school employee to articulate facts or circumstances that cause the employee to believe that a particular search would lead to evidence indicating a student is violating or has violated the law of school code.
- ✔ **Random Search:** An inspection of a person's property or body without reasonable suspicion.
- ✔ **Conducting a Search:** A school administrator may conduct a search of a student's property or clothed body if the administrator has a reasonable suspicion that evidence indicating a student is violating or has violated the law or a school rule will be found as a result of the search. No strip searches, as defined by Pennsylvania Case Law, or random searches will be permitted to take place at BCTHS. All searches will be conducted by an administrator or security officer with an administrator present, a witness will be present during a search of a student conducted by an administrator. If a student refuses to cooperate in a search of his/her property or clothed body, his/her refusal can lead to disciplinary action ***(See "Discipline," Page 40)***.
- ✔ **Seizure of Evidence:** A school administrator may seize any evidence indicating a student is violating or has violated the law or a school rule that the administrator may find as a result of a search of a students' property or body.

SKYWARD FAMILY ACCESS PORTAL

Bucks County Technical High School uses the Internet-based **Skyward** Student Information System. Skyward is currently the student information system (SIS) of choice in over one thousand school districts in seventeen states. You can learn more about Skyward at www.skyward.com.

The SKYWARD FAMILY ACCESS PORTAL provides parents/guardians with instant access to students' school information through the Internet. Using a secure **user name** and **password** generated by BCTHS, parents/guardians have access to information including student grades, discipline, assignments, attendance, schedule and teacher contact information. The following steps allow parents/guardians to access the portal and monitor student progress:

1. Enter the Bucks County Technical high School Website: www.bcths.com
2. Click on the **SKYWARD FAMILY ACCESS** link on the left-hand side of the page.
3. Click on the Skyward link provided.
4. Enter your secure **User Name** and **Password**.
5. Navigate the site.
6. To view your child's schedule, click SCHEDULE on the left side menu. Scheduling questions should be referred to the student's school counselor.

When the cursor is placed over information in the student calendar, a bubble will appear containing details related to that information. When you enter a teacher grade book and double click on the term grade you will see all assignments impacting on that grade. Often, future assignments appear as not

having been completed, when in actuality these assignments are not yet due; so be sure to ask your child for clarification before contacting the teacher when this question arises. All **Skyward Family Access** related questions should be referred to the Pupil Services Office. (*See "Report Card Schedule" Page 30*)

STUDENT COUNCIL/CLASS OFFICERS

Class of 2027
Senior Class President/Skills USA President: TBD
Senior Class Vice President/Skills USA Vice President: TBD
Senior Class Treasurer: TBD
Senior Class Secretary: TBD
Senior Class Social Chair: TBD

Class of 2028
Junior Class President/Skills USA Parliamentarian: TBD
Junior Class Vice President/Skills Treasurer: TBD
Junior Class Treasurer: TBD
Junior Class Secretary: TBD
Junior Class Social Chair: TBD

Class of 2029
Sophomore Class President/Skills USA Secretary: TBD
Sophomore Class Vice President/Skills USA Reporter: TBD
Sophomore Class Treasurer: TBD
Sophomore Class Secretary: TBD
Sophomore Class Social Chair: TBD

STUDENT PROJECTS

Projects performed by students are those which adapt to their program and adhere to the course content. Projects may be of a personal nature with the intent of taking them home permanently. In this case, students pay for the cost of the materials used in the construction of the project. This is to include the cost of spoilage of materials. The teacher determines the cost. Personal projects may not be removed from the building until all cost obligations have been paid. All projects must be approved by the teacher.

SUSPENSION & EXPULSION

The Joint Board Committee recognizes that exclusion from the educational program of the school, whether by suspension or expulsion, is the most severe sanction that can be imposed on a student and is one that cannot be imposed without due process. The Joint Board Committee may, after a proper hearing, suspend a child for such time as it deems necessary or may permanently expel him/her.

Suspension (Out-of-School): An administrator may suspend any pupil for disobedience or misconduct for a period of 1 to 10 consecutive school days. No student may be suspended without notice of the reasons for which he/she is suspended and an opportunity to be heard in his/her own behalf before the administrator who holds the authority to reinstate him/her. When the suspension exceeds three (3) school days, the student and parent/guardian will be given the opportunity for an informal hearing with the administrator. Such hearings shall take place as soon as possible after the suspension, except when extraordinary circumstances involving the health and safety of the student or others in the school requires immediate exclusion; the hearing may be delayed as circumstances permit.

Suspension (In-School, Temporary Placement Center-TPC): No student may receive an in-school suspension without notice for which he/she is suspended and an opportunity to be heard prior to the time the suspension becomes effective. Parents/guardians shall be informed of the suspension action taken by the school. Should the in-school suspension exceed 10 consecutive school days, the student and his/her parent/guardian shall be offered an informal hearing with the administrator which will take place prior to the eleventh day of the in-school suspension. **Students must surrender all electronics devices upon entrance to TPC.**

Expulsion: The safety and health factor is considered to be most vital in considering expulsion actions against students. Therefore, those students who fail to perform in a safe and mature manner, jeopardizing the welfare of other students, or the program in which they are enrolled, will be subject to exclusion from further training in BCTHS. Upon recommendation, the administrative director/designee may exclude a student from BCTHS where misconduct and disobedience is such to warrant this sanction.

Hearings: Students suspended for a period of time longer than three (3) days shall be afforded an informal hearing. A delay of such hearing shall not delay return to school. A formal hearing shall observe the due process requirements of notification of the charges in writing, via certified mail. Notice of the time and place of the hearing shall include that the hearing is private unless the student or parent/guardian requests a public hearing. The right to representation by counsel, the disclosure of the names of witnesses and the testimony they have made, and the right to testify and present witnesses on the student's behalf shall be held with all reasonable speed. Recordings of the proceedings and a copy of the transcript shall be at the student's expense. The formal hearing will be conducted under the auspices of BCTHS policy and procedures in conjunction with the LEA.

TEXTBOOKS

Students may be loaned textbooks and reference books in September. These textbooks and reference books will be treated with care and not abused. Books are expected to be returned to the school in the same condition as when they were issued. Students destroying textbooks are subject to the discipline code and will be charged for damages. Lost or damaged books will be paid for by the student to whom they were issued or by the student who damaged them.

TOBACCO USE

Tobacco use shall be defined as use and/or possession of a lighted or unlighted cigarette, cigar, electronic cigarette and pipe; other lighted smoking product; smokeless tobacco in any form; and any nicotine delivery device. **Act 145 of 1996 (Section 6306.1) states** that a student who uses and/or possesses a lighted or unlighted cigarette, cigar, electronic cigarette and pipe; other lighted smoking product; smokeless tobacco in any form; and any nicotine delivery device, in a school building, on a school bus, or on school property owned by, leased by, or under the control of a school district, commits a summary offense.

A student who commits an offense under this section shall be subject to prosecution initiated through the local district justice and shall, upon conviction, be sentenced to pay a fine or court costs. When a student is charged with violating Subsection (A), the court may admit the offender to an adjudication alternative as authorized under 18 PA.C.S.A. Sec. 6306.1, in lieu of imposing the fine. A student may be searched for reasonable suspicion of possession of tobacco products and vaporizers or electronic cigarettes.

TRANSCRIPTS

Transcripts must be requested two weeks before they will be mailed to your requested college or university.

- ✔ Login to Naviance and add colleges to "Colleges I'm Applying To"
- ✔ Counselors will be notified from Naviance and will then send out any transcript and letter of recommendation via Naviance
- ✔ In addition, some scholarships request your transcripts and letter of recommendation(s), please email your Counselor
- ✔ An official transcript is one sent directly to the school or organization by the School Counselor
- ✔ Colleges requesting transcripts must be mailed by BCTHS in a sealed envelope OR emailed from your School Counselor
- ✔ Students with outstanding obligations will have diplomas withheld (see "Obligations" pg. 27)

TRANSPORTATION INFORMATION

Code of Conduct: Parents are urged to stress the importance of proper behavior while waiting for or riding a school bus. Reports on damage to property at a bus stop or misbehavior on a bus can lead to the suspension of bus riding privileges and possibly a suspension from school. The rules listed below are posted in every bus and must be observed in order for your child to have a safe trip to and from school.

Do not lose your riding privileges:

- ✔ Be courteous, use no profane language.
- ✔ Do not eat or drink on the bus and keep it clean.
- ✔ Stay in your seat and cooperate with the driver.
- ✔ Keep hands and feet inside the bus.
- ✔ Do not fight, push, shove, or damage bus or equipment.

- ✔ Do not tamper with bus equipment.
- ✔ Do not bring pets on the bus.
- ✔ Do not bring flammable materials on the bus.
- ✔ Stay in your seat and cooperate with the driver.
- ✔ The bus driver is authorized to assign seats.
- ✔ Utilize seat belts when they are supplied.
- ✔ No tobacco use.
- ✔ Do not get on or off the bus at Conwell Egan, either before school or after school.

Loading:
Students are dismissed at 1:54pm and will exit the school at the location nearest their predetermined bus pick up locations. Students are required to utilize the pedestrian sidewalks at all times. Due to the extremely tight schedule, buses will depart promptly at 2:05pm. **Movement of cars in the loading area is strictly prohibited** until all buses have been loaded and have departed. Students with driving permits will observe speed limits posted on school property, which will not exceed 10 miles per hour at any time.

Unloading:
All buses will discharge students at the rear of the building behind the cafeteria. Students will immediately enter the school and report to their first period where they will wait for the 7:10am bell to ring.

Closing of School and Two-Hour Delays Due to Inclement Weather:
When it becomes necessary to close school, or delay the opening of school due to inclement weather, listen to Radio Station KYW 1060AM, as well as TV stations 3, 6, 10 and FOX News. Closings and delays will also be posted on our website www.bcths.com. An automated call will be placed to parents/guardians informing them of the status of school closing or late opening. On days when weather conditions are bad or threaten to become hazardous, student drivers are advised to ride the school bus. Students who drive will not be dismissed prior to the close of school. Parent/guardian phone numbers and email addresses must be current at all times in order to receive automated messages.

Closings and delays at BCTHS are different than at sending districts since we do not handle transportation issues. Scheduling buses, cancelling buses, and all transportation decisions are made by the school districts, not BCTHS. On a day of inclement weather, parents should check to see if BCTHS is open, closed, or has a two-hour delay; they should also check to see the status of the district in which they live since the districts provide transportation. **If BCTHS is closed,** there is no need to worry about the status of another district for transportation.

If BCTHS has a two-hour delay**,** parents/guardians are advised to check the status of the district of residence. In other words, if BCTHS has a two-hour delay and the district of residence has a two-hour delay, your child will get the bus 2 hours later than scheduled.

If BCTHS has a two-hour delay and the district of residence is closed**,** then there will be no transportation provided for your child by your district of residence. However, students are still expected to be in school. On such a day, we realize that the expectation may be unreasonable; therefore, the student will be marked absent, and must make up the work. This absence will not be counted against the student.

If BCTHS has a two-hour delay and your district is operating normally**,** then the student must get the bus at the regular time or be provided with other transportation.

If BCTHS is operating normally and your district is two hours late**,** then the student will get the bus two hours late and we will adjust the student's attendance record accordingly. Again, all work must be made up.

If your district is closed and BCTHS is open**,** then the students will be expected to provide their own transportation. If transportation is unavailable, the students will not be penalized, but must make up all work.

Transportation Information: Bus transportation is a function provided by the participating school districts and is a privilege. Failure to observe district rules may result in temporary or permanent denial of transportation. Specific transportation questions about bus stops and problems should be directed to the respective school district transportation department:

Bensalem	215-750-2800 ext. 4401	Morrisville	215-736-5926
Bristol Borough	215-781-1017	Neshaminy	215-809-6260
Bristol Township	267-599-2390	Pennsbury	215-428-4165

TRESPASSING LAW

Act of Assembly of August 6, 1981, P. O. 69, Section 4955 of the Penal Code of Pennsylvania, Section 1, provides that any person who remains in or upon the property of a school district after being requested not to enter or to leave is guilty of entering or remaining unlawfully upon the property of the school district, which crime is punishable by a fine or imprisonment. BCTHS will, if a person does not leave the premises upon this request, institute the

necessary legal action to invoke the penalties. **When marked absent from school,** no student may be on campus before, during, or after the school day. **While on out-of-school suspension,** no student may be on school grounds or participate in any school activities. The **only exception** is attendance at a parent/guardian/administrator/student conference.

VALEDICTORIAN/SALUTATORIAN

At the end of the 3rd marking period of the senior year, the valedictorian and salutatorian will be named based on their cumulative class rank during their four years at BCTHS.

VALUABLES

Students should not bring large amounts of money or valuable jewelry to school. Students must use school-issued locks on student lockers as a way to deter theft of personal property. BCTHS will not be responsible for students' personal property, loss or theft of jewelry/valuables/money in locker room and school issued locker. ***(See "Locks/Lockers", Page 25).*** During physical education class, students should leave valuables with the teachers. Student supplied locks are required on locker room lockers in the technical classes, when in use. Students are required to provide teachers with a key or combination for access to the locker in an emergency**.**

VISITOR INFORMATION

Anyone visiting our school must report to the security desk or main office for permission. No one is allowed on school property without permission and a school issued identification badge. Students are not to bring guests or small children to school.

VISITOR PARKING:

Parking is available to parents/guardians, community members, and other adults having business at BCTHS. Visitor spaces are clearly defined as such and are painted in white. Visitor parking spaces are located in the parking area facing the main entrance into our school. All other spaces are reserved for staff and student use. **Students MAY NOT park in spaces designated for visitors or staff.**

WEAPONS

The Joint Board Committee recognizes the importance of a safe school environment to the educational process. Possession of weapons in the school environment is a threat to the safety of students and staff and is prohibited by law. **"WEAPON**" – the term shall include, but not be limited to, any knife, cutting instrument, cutting tool, Nunchaku sticks, brass or metal knuckles, firearm, shotgun, rifle, BB gun, pellet gun, look-alike gun, chemical agent, explosive device, and/or any other tool, instrument, or implement capable of inflicting serious bodily injury.

POSSESSION: A student is in possession of a weapon when the weapon is found on the person of the student; in the student's locker; under the student's control while he/she is on school property, on property being used by the school, at any school function or activity, at any school event held away from the school; or while the student is on his/her way to or from school. BCTHS prohibits possession of weapons and replicas of weapons in any school building, on school property, at any school sponsored activity, and in any public conveyance providing transportation to school or a school sponsored activity. BCTHS shall recommend expulsion for a period of not less than one (1) year for any student who violates this policy. Such expulsion shall be given in conformance with formal due process proceedings required by law. An administrator may recommend discipline short of expulsion on a case-by-case basis. In the case of an exceptional student, an administrator shall take all necessary steps to comply with the Individuals with Disabilities Act.

An administrator shall report the discovery of any weapon prohibited by this policy to the student's parents/guardians and to local law enforcement. An administrator shall report all incidents relating to expulsions for possession of a weapon on school grounds to the Department of Education. An administrator or a designee shall take the necessary actions to develop a memorandum of understanding with local law enforcement officials that sets forth procedures to be followed when an incident occurs involving an act of violence or possession of a weapon by any person on school property.

Acts of violence or possession of a weapon on school property in violation of this policy shall be reported to the Office for Safe Schools on the designated form twice per year; as required. Students and staff shall be informed concerning this policy at least annually. An exception to this policy may be made by an administrator, who shall prescribe special conditions or procedures to be followed. Weapons under the control of law enforcement personnel are permitted.

WITHDRAWING FROM SCHOOL

Parents/guardians must contact the Pupil Services Office when they are planning on withdrawing their child from BCTHS. In addition, outstanding obligations must be satisfied prior to withdrawing your child.

WORKING PAPERS

Students who seek employment before turning 18 years of age are required by law to have working papers. Applications and information are available in the main office.

PENNSYLVANIA DEPARTMENT OF LABOR – STATE CHILD LABOR LAW

Minimum Age: Minors under 14 years of age may not be employed or permitted to work in any occupation, except children employed on farms or in domestic service in private homes. Under certain restrictions, caddies, and news carriers may be employed at 12 years old and juvenile performers in the entertainment field at the age of 7.

Employment Certificates (vacation and general): No person under the age of 18 shall be employed without an employment certificate kept on file by the employer. Employment certificates are issued by school authorities. Special permits are required for minors in theatrical/other performances at ages and hours otherwise prohibited.

Transferable Work Permits may be issued for 16 and 17 years old students in lieu of vacation or general employment certificates. You can obtain these work permits in the main office. Minors issued a transferable work permit are not required to obtain a new permit or certificate each time he/she changes employers; however, the employer is required to notify BCTHS when a minor begins or terminates employment.

HOURS OF EMPLOYMENT

Ages 14-15 **During the school term,** students may work a maximum of 3 hours on school days, and 8 hours on any other day, 18 hours per school week (Monday through Friday) and only at a time that does not interfere with school attendance, plus 8 additional hours on Saturday and Sunday.

Ages 14-15 **During summer vacations,** and at any time for 16 year-old students with general employment certificates, students may work a maximum of 8 hours per day, 40 hours per week. Employment is prohibited after 7:00pm and before 7:00am (Exceptions: summer vacation employment until 10:00pm and minors from age 12 may be employed distributing or selling newspapers, magazines, or other publications between 6:00am and 8:00pm).

Ages 16-17 **During the school term,** a maximum of 28 hours per school week will be permitted (Monday through Friday) if enrolled in regular day school, plus 8 additional hours on Saturday and 8 additional hours on Sunday. However, maximum daily hours cannot exceed 8 hours per day. Students may not work after midnight (Sunday through Thursday) or before 6:00am during the entire week. (Exception: Students may work the night preceding a school holiday occurring during the school year until 1:00am the next morning. Students may work on Friday night until 1:00am Saturday morning and on Saturday night until 1:00am Sunday morning.

Ages 16-17 **During summer vacation,** at any time for 16 year olds with general employment certificates, students may work a maximum 8 hours per day, 44 hours per week. No night work limit for students. No night work limit at any time for minors legally excused from school attendance.

Ages 16-17 **At any time,** maximum employment is 6 days/week, with a 30-minute meal period required on/before 5 consecutive hours of work.

EXCEPTION: *Students 14 years of age and older whose employment is part of a recognized school work program, may be employed for hours, when combined with school hours, not exceeding eight (8) in a day.*

PROHIBITED OCCUPATIONS

Age 16 and Under: Students may not be employed in establishments which dispense alcoholic beverages.
Age 16: Students may be employed on licensed premises as food wait staff and busing tables.
Age 16 and Over: Students are permitted to operate a single vehicle, not in excess of 30,000 lbs., or any such vehicle, towing a trailer not in excess of 10,000 lbs. gross weight.
Age 18 and Over: Students may serve and handle alcoholic beverages. There are 37 prohibited occupations for minors under the age of 18 and under the age of 16. For a list of the specific occupations, contact the local Bureau of Labor Standards Office.

EXCEPTION: *Apprentices, student learners, and graduates of an approved vocational, technical, or industrial education curriculum, which prepared them for employment in the specific occupation.*

Penalty: Any person, agent, or manager for any person violating or permitting any violation of the Child Labor Law shall, upon conviction, be subject to a fine of not less than $100.00 or more than $300.00 for the first offense and not less than $250.00 or more than $1,000.00 for any subsequent offense or imprisonment for 10 days, or both.

SECTION II

DISCIPLINE POLICY

This discipline policy is all inclusive, superseding all previous BCTHS Joint Board discipline policies. The BCTHS Joint Board Committee recognizes enrollment to be a part of a student's first step toward preparing themselves for the world of work or further education. Students elect to participate, and are not required to attend except by election to do so. On this basis, pupils who show interest and aptitude to benefit from a comprehensive technical education may be admitted to all classes offered within guidelines established in the Articles of Agreement between the six participating school districts. The primary objective of BCTHS is to give students the opportunity to acquire marketable skills and attitudes. Upon completion of an instructional program, the student should be ready to enter competitive employment. It is a privilege for students to attend BCTHS to learn these skills; and a privilege for us to teach them those skills. If these primary objectives are to be realized, it is essential that orderly discipline be maintained. Behaviors that occur off school grounds, that affect the educational environment of the school and involves school students, may be dealt with through this discipline policy. Another important objective of the instructional program is the emphasizing of work place safety. Consequently, any breakdown of school discipline can eventually result in safety hazards to the students and staff. In order to protect the safety and well-being of our students and staff, **all students are required to carry their school issued identification card at all times**. In keeping with Section 1317 of the PA School Code, BCTHS believes that another objective is the preparation of its students to be lawful and responsible citizens. Therefore, this behavioral code is implemented to be consistent with the components of the PA School Code, Chapter 12, "Regulations and Guidelines on Student Rights and Responsibilities", and is committed to assuring equal opportunity and treatment to all students, regardless of race, color, national origin, sex, or ethnic background.

DISSEMINATION OF POLICY

Every effort shall be made to give students an opportunity to correct their behavior and succeed in their chosen career objectives and academic pursuits. School policy and regulations pertaining to the infractions of rules will be printed in this book. Parents/guardians will be notified annually regarding the discipline policy of BCTHS. All students will be instructed in rules of the school through assembly programs. A copy of the policy is on file in the school's main office. Teachers will be given direction in the handling of discipline and are responsible for informing their students. Disciplinary actions which may be taken in response to a breach of the behavioral code are meant to be constructive in nature and not to be solely punitive. All disciplinary actions by the school authorities are predicated upon a cooperative and courteous student behavior during any discipline procedure. Any misconduct, abusive behavior, or uncooperative attitudes during the discipline proceedings may add to the punitive action. In order to insure a fair standardized discipline system, BCTHS utilizes a demerit system of student discipline accountability. Students compiling an excessive amount of demerits will be dealt with as set forth within the discipline guidelines. The discipline guidelines are composed of three major parts: (1) Explanation and/or clarification of each specific discipline, (2) Specific discipline procedures, (3) Student offenses requiring disciplinary action.
Teachers will be responsible for carrying out disciplinary action involving student behavior problems. With out-of-class, repeated in-class, and major breaches of discipline, the responsibility will be that of an administrator. Depending on the infraction(s) and behavior record of the student, upon accumulation of 10 demerits, the administrator will assign the student a disciplinary sanction or out-of-school suspension.

The ultimate decision concerning student discipline will be made by administration with the exception being the recommendation for expulsion of a student at which time the BCTHS Administrative Director will be consulted.

GUIDELINES

The guidelines for administering discipline at BCTHS are authorized by the BCTHS Joint Board Committee Policy on Discipline. All aspects of the policy apply and the guidelines listed are to be interpreted as procedures pertaining to specific situations occurring at BCTHS. The list of procedures and applicable situations is by no means complete and final, but is subject to additions, deletion, and modifications from time to time as the school deems necessary.

The guidelines are composed of three major parts:

I. EXPLANATION AND/OR CLARIFICATION OF EACH SPECIFIC DISCIPLINE PROCEDURE

This outlines, in more detail where necessary, **the action to be taken by each staff member** when implementing any of the discipline procedures.

II. SPECIFIC DISCIPLINE PROCEDURE

Will list, in proper sequence, approved discipline procedures to be followed by BCTHS staff with reference to the specific staff responsible for initiating and following through the procedure until the incident is resolved in accordance with these guidelines. This part is designed for a quick reference to the complete list of steps to be taken in the over-all discipline policy of the school.

III. STUDENT OFFENSES REQUIRING DISCIPLINARY ACTION

Behavior Offense: A student offense which occurs at any time during the day or school function, between the time that the student is transported to or from school or arrives on school grounds, or until the student leaves school grounds.

Major Breaches of Discipline: Any student offense in or out of class which is identified by the BCTHS Discipline Policy as a major breach of discipline.

IV. EXPLANATION AND/OR CLARIFICATION OF EACH SPECIFIC DISCIPLINE PROCEDURE

Instructor/Staff-Student Contact – All student infractions require Step A, which may involve anything from a teacher/student conference to simply informing the student of the breach of discipline in which the student has been involved. (Step A is not applicable in out-of-class infractions).

Teacher/Parent/Guardian Contact – Parent/Guardian contact will be in the form of a telephone call or in-school conference within 24 hours of the incident. If direct contact cannot be made, a note or letter will be used. **The teacher must keep a record of the date of parent/guardian contact with anecdotal report to be attached to the discipline referral form.**

Referral to the Temporary Placement Center (TPC) – This step automatically involves administration in order to carry out the approved discipline policy. It is necessary that the teacher follow proper procedures. **Teachers will continue contacting a parent if improvement in the student's behavior does not become evident.** The teacher must verbally, or in writing, indicate to the TPC official all previous disciplinary action taken with a student upon referring the student to the TPC office.

V. DISCIPLINE PROCEDURES – procedure to be followed:

A. STAFF – Discipline Procedures

- ✔ Verbal reprimand.
- ✔ Withdrawal of classroom privileges.
- ✔ Special assignments with education value.
- ✔ Parental/guardian contact by teacher. Parent/guardian meeting or phone/email contact with parent/guardian will be held and documented by staff.
- ✔ When Parent/guardian cannot be reached, a note or email will be sent.
- ✔ Discipline referral will be submitted to TPC for assignment of demerits and posting to student's record.

General Information

- ✔ The staff member will complete the discipline referral form which includes a detailed statement describing the alleged incident (specific infraction).
- ✔ The student must be informed, by the reporting person, of the specific violation(s) cited on the discipline referral form, before the form is sent to the TPC office for disposition. The student has the right to note his/her version of the alleged incident on the referral form in the space allotted. The student is required to sign the discipline referral form in the space designated. This signature does not admit guilt, but only informs the administrator that the incident was discussed with the student by the reporting person. The discipline referral form may be placed in the TPC mailbox for handling and expediting. (NOTE: In cases of severe incidents or volatile situations which require immediate attention, the student must be escorted by security, and, if possible, the discipline referral form, to the TPC office.) Teachers should dial zero (0) to request a security escort.
- ✔ After review and disposition of the discipline case, the discipline report, with the appropriate administrative action taken, will become part of the student's record at BCTHS.

B. TPC – Procedures for Students Assigned to TPC

- ✔ Student will be notified by TPC official.
- ✔ Teachers will be notified of the scheduled TPC assignment and are to provide a specific written assignment designed to keep the student active for six (6) hours for each day of TPC activity.

On the day of TPC assignment, students are to report directly to their first period class. Students will then report to TPC with all books, assignments, etc., no later than 7:40am. Students reporting late to TPC will be assigned an additional day in TPC. The instructor will grade the work done in TPC. Work not satisfactorily completed will result in a '0' grade for the day.

C. Probation – Procedures for students on formal written probation

✔ Probation indicates that a student has had a major breach of discipline or has reached a level 3 discipline status and is in jeopardy of removal from BCTHS. A student who is on probation may be prohibited from attending school-sponsored events including, but not limited to, SkillsUSA, FFA, DECA, etc. ***(See "Proms, Dances, Field Trips & Class Trips", Page 30)***

✔ Students who have been placed on formal written probation will be required to adhere to all of the stipulations as listed on the probation agreement. Any student who is on probation, who violates the agreement of the probation, is subject to removal from BCTHS and his/her name will be placed on a list of students who **will not** be invited to return to BCTHS the following year. Major discipline violations could also result in a recommendation for immediate removal from BCTHS.

If the student has an IEP or a 504 plan the IEP will be reconvened, behavior plan written, and probation letter issued. **Please note** that a specific major discipline infraction could result in an immediate probation status or an immediate recommendation for removal from BCTHS regardless of the discipline level or probationary status level.

D. Administrative Director/designee – disciplinary action

✔ The Administrative Director/designee will carry out the assignment of discipline concerning major breaches in the discipline code. (NOTE: all discipline referral reports, in-class, out-of-class, and major breaches must go directly to the TPC office before being acted upon by the Administrative Director/designee. In volatile situations, student and referral form can be taken directly to TPC.

✔ Suspension for major breaches of the discipline code will result in 10 demerits and a 1 -10 day(s) suspension.

✔ The Administrative Director/designee may use his/her discretion in assigning a disciplinary procedure greater than or less than what is called for if said offense warrants and it is in keeping with the regulations associated with students with I.E.P.'s.

✔ The local or state police will be notified in cases of major breaches of the code which warrants said notification.

✔ Violations to the policy not listed will be handled on an individual basis.

Alternate equivalent discipline sanctions may be assigned on a case-by-case basis. These include, but are not limited to: before, after school or lunch detentions, work assignments, and special projects (as available). These will be assigned at the discretion of Administration and/or TPC staff.

BEHAVIORAL OFFENSES:

Each Behavioral Offense will be assigned **5 to 10 demerits**. Discipline dispositions can include after-school detention, parent/guardian conference, and if the offenses become repetitive or accumulative, they will be deemed a major discipline infraction. These include:

- ✔ **Abuse of pass:** Any use of a pass other than the purpose for which it was issued, being out of class without a pass.
- ✔ **Cutting class:** Any absence from class that is not explained by some form of legitimate excuse (name on absentee list, class slip, late to school, early dismissal, schedule change, etc.).
- ✔ **Disruptive behavior:** Behaving in ways that are obnoxious and annoying; thereby disturbing classes and/or threatening the safety, welfare, and rights of others.
- ✔ **Dress code violation:** ***(See "Dress Code", Page 10)***
- ✔ **Electronics/cell phones:** ***(See "Electronic Devices", Page 13)***
- ✔ **Failure to provide ID:** Not having a proper ID badge while on school grounds upon request by staff member.
- ✔ **Falsification of oral or written communication or documentation:** Intentionally falsifying written documentation or lying to a staff member concerning school related matters.
- ✔ **Foul or obscene language**
- ✔ **Hallway disruption:** ***(See "Hallway Conduct and Passes", Page 18)***
- ✔ **Inciting:** Encouraging other students to violate school policies.
- ✔ **Insolence:** Verbal or non-verbal disrespect of authority.
- ✔ **Insubordination:** Failure to abide by school regulations. Failure to comply with a legitimate request by a staff member.
- ✔ **Leaving trays, utensils, food, etc., on table, chair, or floor in cafeteria.** Students are required to place items in the appropriate spot in the dish room and deposit trash in the receptacles.
- ✔ **Leaving school grounds without prior administrative approval**
- ✔ **Lateness to class:** Arriving late to class without an acceptable excuse. ***(See "Before, During & After School Regulations" SWEEP PROGRAM, Page 3).***
- ✔ **Lying**
- ✔ **Matches and lighters are not permitted on school grounds**
- ✔ **Misrepresentation of student identity regarding free and reduced lunch**
- ✔ **Not signing in to school:** A student who has not been accounted for in roll call, and who does not sign in at the main lobby security desk directly upon arrival to school.
- ✔ **Overly demonstrative displays of affection deemed inappropriate for the educational environment.**
- ✔ **Parking violation:** Students must register and obtain a parking permit to drive to school. Violations will also be given for parking in unauthorized areas or unsafe driving.
- ✔ **Spitting**

- ✔ **Sweep violation**
- ✔ **Theft of food services**
- ✔ **Excessive lateness** ***(See "Attendance Policy" – The BCTHS Truancy Policy, Page 1)***
- ✔ **Unauthorized areas**: Students are not permitted to be in areas other than those determined on their schedule, without prior approval.
- ✔ **Unauthorized food/beverages**
- ✔ **Vandalism (minor)**

Repeated violations of behavioral offenses will result in being moved to a major infraction and disposition. (Chronic inability to conform to behavioral procedures)

Major Breaches of Discipline

Major breaches of discipline listed herein have been identified as serious student offenses and must be reported directly to the TPC office for special action by administration. This list is not all inclusive. Many of the following infractions will result in arrest and/or fines by the Bristol Township Police. Many of these infractions will be pursued under the disorderly conduct provision of the Pennsylvania Criminal Code, Section 5503 which states that a person is guilty of disorderly conduct if, with intent to cause public inconvenience, annoyance or alarm, or recklessly creating a risk thereof, he/she engages in fighting or threatening, or in violent tumultuous behavior, makes unreasonable noise, uses obscene language, or makes an obscene gesture, or creates a hazardous or physically offensive condition by the act which serves no legitimate purpose of the actor.

An offense under this section is a misdemeanor of the third degree if the intent of the person is to cause substantial harm or serious inconvenience, or the student persists in disorderly conduct after reasonable warning to desist. Otherwise disorderly conduct is a summary offense. If a student commits a discipline violation resulting in the assignment of demerits, this may jeopardize the student's current or pending School-to-Career assignment. (See individual program/guidelines for specifics). ***If a student commits a major breach of the discipline code, this will result in suspension of School-to-Career privileges for one full marking period. Each major violation is assigned 10 demerits. Each 10 demerits move a student to a higher level of discipline. Major breeches will result in 1-10 days Out of School suspension, In-School suspension or a combination of both and possible notification of police. Students accruing level 3 will be placed on probation status.*** ***(See "Probation" in Section "C" under DISCIPLINE PROCEDURES)***

Major Breaches of Discipline

- ✔ **Arson:** Deliberate setting of a fire in a building, school campus, or on a school bus.
- ✔ **Artificial Intelligence: (see Internet Policy p.** 21)
- ✔ **Assault:** Pushing, shoving, punching, hitting, slapping, or any physical movement intended to inflict bodily harm or restraint.
- ✔ **Bullying:** *(direct and indirect)* ***(See "Discrimination & Harassment of Students" and/or Staff – BULLYING/CYBERBULLYING, Page 9)*****.**
- ✔ **Computer or network misuse or vandalism:** Inappropriate altering of computer software or hardware and/or using a computer to generate or access inappropriate material. ***(See "Computer Vandalism Guidelines", Page 8)***
- ✔ **Criminal Mischief:** Engaging in behavior leading to the damage and/or destruction of school or personal property. Restitution must be made in all acts of vandalism.
- ✔ **Drug and alcohol violations:** Possession, use or abuse of any controlled substance or paraphernalia, including alcohol, will result in a minimum 3-day suspension. Selling drugs or alcohol or two possessions or two drug violations may result in exclusion from BCTHS.
- ✔ **Explosive devices:** Possessing or activating explosive devices; possessing dangerous weapons per weapons policy. ***(See "Weapons", Page 38)***
- ✔ **Ethnic intimidation, physical or mental abuse of another student or faculty member.**
- ✔ **Foul or obscene language directed at a staff member.**
- ✔ **Fighting:** Slapping, hitting, striking, etc. with the apparent intent to inflict bodily harm.
- ✔ **Harassment:** Physical, emotional or verbal abuse of another student or faculty member. ***(See "Discrimination & Harassment of Students and/or Staff" – BULLYING/CYBERBULLYING, Page 9)***
- ✔ **Hazing:** Physical or mental abuse of another student**.** ***(See "Discrimination & Harassment of Students and/or Staff" – BULLYING/ CYBERBULLYING, Page 9)***
- ✔ **Offensive touching:** Any touching of another person in a manner that can be deemed inappropriate with or without the other person's consent.
- ✔ **Major Safety violation:** Any hazardous or potentially hazardous behavior which could or would result in injury.
- ✔ **Setting off fire alarms:** Deliberate pulling of a fire alarm for the expressed purpose of disrupting the normal operation of school.
- ✔ **Sexual harassment:** Physical, emotional or verbal abuse of a sexual nature.
- ✔ **Sexual misconduct:** Any touching of a sexual nature, either consented to or not, while on school property or while participating in a school sponsored event. This also includes the use of technology for sexting.
- ✔ **Smoking/tobacco violation:** Smoking includes tobacco, chewing tobacco, vaporizers and electronic cigarettes, in the school building, on school grounds, or at a school sponsored event, in accordance with Act 145 of the State of Pennsylvania. ***(See "Tobacco Use", Page 36)***
- ✔ **Social Networking Media Use violation:** Unacceptable/Inappropriate use of social media ***(See "Internet Policy", Page 21).***
- ✔ **Theft of property**: Unauthorized removal of property from known, normal or established location will result in a minimum 3-day suspension
- ✔ **Threats; terrorist's threats:** Actions, verbal, written or electronic communication, a person conveys messages with the intent to do harm to a person or a group of people
- ✔ **Trespassing on school grounds:** Being in the building or on school property after being expressly prohibited verbally or in writing by a BCTHS school official. Being in a building or on school grounds without formal permission by a BCTHS official
- ✔ **Unacceptable cafeteria behavior:** Throwing of food or any object; misuse of cafeteria furniture; destruction of cafeteria property; disruptive

conduct; loud boisterous behavior. Student may lose cafeteria privileges and will serve community service

- ✔ **Vaping Policy**: Any student in possession or using a vape or paraphernalia, device or liquids will be suspended and receive community service and may be subject to monetary damages
- ✔ **Weapons Policy:** *(See "Weapons", Page 38)*

Suspected Drug Violation Procedure: Teachers must notify the Administration/School Nurse for further evaluation/action.

PLEASE NOTE: Students and parents/guardians should realize that the laws of the Commonwealth and local legal jurisdiction do not end at the property line of this or any other school! If a student's behavior warrants the involvement of the local or state police departments, those authorities will be called upon and the student subjected to their proceedings, as well as the school's disciplinary actions. This is extremely important to bear in mind in cases involving theft, fighting, assault, disorderly conduct (food fights and severe cafeteria disturbances), drug offenses, vandalism and possession of dangerous/illegal weapons.

VIOLATIONS NOT LISTED IN THIS DISCIPLINE POLICY WILL BE HANDLED ON AN INDIVIDUAL BASIS

Trash Removal Service Bid Tabulation 2026-2029									
Year 1									
Vendor	Annual Dumpsters/Recycling Fees	Annual Compactor Fees	Per Ton Disposal	Est. Tonnage	Annual Disposal Costs	Incidental Fees	Est. Incidents	Est. Incident Costs	Grand Total
Whitetail Disposal	$45,194.00	$7,380.00	$100.00	100	$10,000	$105.00	18	$1,890.00	$64,464.00
J.P. Mascaro & Sons	$38,904.00	$11,400.00	$135.00	100	$13,500	$525.00	18	$9,450.00	$73,254.00
Year 2									
Vendor	Annual Dumpsters	Annual Compactor	Per Ton Disposal	Est. Tonnage	Annual Disposal Costs	Incidental Fees	Est. Incidents	Est. Incident Costs	Grand Total
Whitetail Disposal	$48,358.01	$7,896.60	$107.00	100	$10,700	$112.35	18	$2,022.30	$68,976.91
J.P. Mascaro & Sons	$40,894.00	$11,400.00	$140.00	100	$14,000	$550.00	18	$9,900.00	$76,194.00
Year 3									
Vendor	Annual Dumpsters	Annual Compactor	Per Ton Disposal	Est. Tonnage	Annual Disposal Costs	Incidental Fees	Est. Incidents	Est. Incident Costs	Grand Total
Whitetail Disposal	$51,743.07	$8,449.32	$114.49	100	$11,449	$120.21	18	$2,163.78	$73,805.17
JP Mascaro & Sons	$42,938.00	$11,400.00	$145.00	100	$14,500	$575.00	18	$10,350.00	$79,188.00
								Three-Year Totals	
								Whitetail Disposal	$207,246.08
								J.P. Mascaro & Sons	$228,636.00