The Board of Directors of the Northern Bedford County School District met on Tuesday, August 13, 2019 at 6:00 pm in Room 136 of the high school building in Loysburg, PA.

The following board members were present: David Chisholm, Steve Cottle, John Eshelman, Chad Mickle, Mike Miller, David Potchak, Tammy Reasy, Ralph Scot, Randy Wiand. Absent: Ralph Scott. Also present were Mr. Todd B. Beatty, Superintendent; Mr. Trevor Replogle, Elementary School Principal; Mr. Wayne Sherlock, Middle School Principal; Mrs. Lindsay Cherry, Special Education Supervisor; Ms. Teri Biddle, Business Manager/Board Secretary.

Public in attendance at the pre-session and/or the public session of the August 13, 2019 meeting included: Clay McIlnay, Erik Whisker, Kassi Leidy, Johnny Leidy, Ian Sherlock, Roseanna Carbaugh, Greg Carbaugh, Katie Smolen from the Bedford Gazette and Christie Sweigart from the Morrisons Cove Herald.

1. Randy Wiand, Board President, called the meeting to order.
2. Tammy Reasy led the Pledge to the flag and prayer.
3. Roll call of the board members showed all members present.
4. Mr. Beatty, Superintendent, reviewed the agenda.
5. Communications read included: Resignation from Karen McKnight, Elementary Reading Specialist; resignation from Kayley Twigg, Elementary teacher; resignation from Kathy Lingenfelter, Special Education teacher; Jeanette Thomas, Elementary Food Service; FMLA request from Ashley Brennan.
6. It was announced that the September school board meeting will be held September 10, 2019 beginning at 6 pm in the high school building Room 136.
7. Mr. Eshelman moved, seconded by Mr. Mickle, to approve the minutes from the June 18, 2019 board meeting. All members present voted "yes".
8. Mr. Mickle moved, seconded by Mr. Cottle, to do the following items as a consent motion. All members present voted "yes".
    - Approve, with regret, the resignation of Karen McKnight as Elementary Reading Specialist effective at the end of the 2018/19 school year.
    - Approve, with regret, the resignation of Kayley Twigg as Elementary Teacher effective with the end of the 2018/19 school year.
    - Approve, with regret, the resignation of Kathy Lingenfelter as Elementary Special Education Teacher effective August 13, 2019.
    - Approve, with regret, the resignation of Jeanette Thomas as Elementary Food Service, but remaining as approved Substitute for the food service department.

9. Mr. Mickle moved, seconded by Mr. Potchak, to approve Jade Miller as Elementary Teacher beginning with the 2019/20 school year at Step 2 of the Bachelors Schedule at $41,320.
10. Mr. Eshelman moved, seconded by Mr. Cottle, to approve Emily Eutin as Special Education Teacher beginning with the 2019/20 Step 1 of the Bachelors Schedule at $40,705. All members present voted "yes".
11. Mr. Mickle moved, seconded by Mr. Miller, to approve Jennifer Stolfzus as Elementary Reading Specialist beginning with the 2019/20 school year at Step 1 of the Masters Schedule at $41,705. All members present voted "yes".
12. Mr. Potchak moved, seconded by Mr. Eshelman, to approve Jeremy Wright as high school second shift custodian at a rate of $11.40/hour pending all required clearances. All members present voted "yes".
13. Mrs. Reasy moved, seconded by Mr. Cottle, to approve Ashley Brennan request for Family Medical Leave beginning September 30, 2019 thru January 2, 2020. All members present voted "yes".
14. Mr. Eshelman moved, seconded by Mr. Mickle, to approve bus drivers/substitute bus drivers as recommended by the transportation contractors as per attached list. All members present voted "yes".
15. Mr. Scott moved, seconded by Mr. Eshelman, to approve agreement with Leidy Transportation LLC regarding the adjustment for mileage for a bus run to have the starting mileage begin at the school district. Vote 8-1 with Mrs. Reasy voting "no".
16. Mr. Cottle moved, seconded by Mr. Mickle, to approve the bus routes for the 2019/20 school year. Vote 8-1 with Mrs. Reasy voting "no".
17. Mr. Eshelman moved, seconded by Mr. Cottle, to approve agreement with Leidy Transportation LLC and Carbaugh Bus LLC for the purchase of newer buses as attached. Vote 8-1 with Mrs. Reasy voting "no".
18. Mr. Eshelman moved, seconded by Mr. Mickle, to approve the following items as a consent motion. All members present voted "yes".
    - Approve a revised resolution for Homestead/Farmstead for 2019 that changes the per parcel amount from $173.09 to $170.80. This is due to the difference in approved properties when the tax bills are generated versus the latest report used from the County.

    - Approve Luchin Consulting to conduct Professional development in-service for teachers on October 11, 2019 at a cost of $2,750. This is a budgeted expenditure.

    - Approve Action Driven Education to provide in-service on Inclusion Practices and Student Engagement on August 19, 2019 for K-12 teaching staff in the amount of $425 as budgeted.

    - Approve Karen McKnight as independent contractor for After 3 Coordinator for Secondary program paid thru the 21st Century Grants obtained by Bedford County.

- Approve the transfer of 21 day sick leave days for Randy Meck.

- Approve agreements with Learning Lamp to provide personal care aides to be placed with NBC students for up to 40 hours per week for the 2019/20 school year.

- Approve the following handbooks: (hard copies available upon request). A summary of changes is included in the agenda packet.

  Substitute Teacher
  Coaches Handbook
  Therapeutic Support Staff (TSS) Handbook
  Elementary Faculty & Student Handbook
  Middle School & Student Faculty Handbook
  High School & Student Faculty Handbook

- Approve Dr. Kurtz as school dentist.

- Approve Dr. Duane Dilling as school physician.

- Approve Dr. Doug Stern as sports physician.

- Approve to apply for emergency permits (for day-to-day and long-term substitute) for qualified individuals. (This enables flexibility for a substitute to teach in multiple curriculum areas).

- Approve staff assignments for the 2019/20 school year as attached.
  Administration
  Elementary professional staff assignments
  Middle/Senior High School professional staff assignments
  Support Staff assignments
  Elementary and Middle/Senior High School Paid Advisory Positions

- Approve the appointment of the Senior High Student Council President, Ian Sherlock as a non-voting student representative to the school board.

- Approve the attached list of field trips for the 2019/20 school year. These trips are all either paid for by the activity fund, fundraising or student funded.

- Approve the attached list of fundraisers for the 2019/20 school year.

- Approve the Elementary PTO to conduct fundraisers and extra activities for the 2019/20 school year.

- Approve Suburban Energy Services to provide liquid propane to the district during the 2019/20 school year. Suburban Energy services offer a fixed differential of $.50 over weekly BPN per Bellvue. This differential will not move, but the market price can move.

- Approve students to attend the REI Community Based Vocational training program through the Bedford Area School District at a cost of $1,575.

- Approve "Only in the Cove" to continue with the streaming broadcast of home football games.

- Approve the Advertising Fees conducted during live streaming of football games as per the attached list.

- Approve the Athletic Event gate prices and Senior Resident pass for the 2019/20 school year as attached.

- Approve students to attend the Bedford County Career and Technical school for the 2019/20 school year.

- Approve the following as bona fide volunteers for the positions listed at the nominal payment for 2019/20 as recommended by the Administration. The classification may be subject to further clarification upon solicitor's recommendations.

Kevin Lawton	Junior High Co-Ed Soccer
Nicholas Thompson	Junior High Assistant Football

- Approve the following volunteer coaches for Fall Season of 2019/20.

Brooke Koontz	Junior High Co-Ed Soccer
Andy Barton	Junior High Football
Kristie Young	Junior High Volleyball

- Approve agreement with Appalachia Intermediate Unit 8 to participate in the substitute teacher consortium for the 2019/20 school year at a cost of $500.

- Approve new teachers to attend the New Teacher Induction program offered through the Appalachia Intermediate Unit 08.

- Approve agreement with Bedford-Somerset Developmental & Behavioral Health Service for the Student Assistance Program Service for the 2019/20 school year.

- Approve agreement with Appalachia Intermediate Unit 8 to join the English as Second Language (ESL) Consortium for 2019/20 and 2020/21 in the amount of $3,593.30 per year.

- Approve agreement with Extended Family Programs, Inc. to participate in the Behavioral Intervention Staff services and educational support for the 2019/20 school year.

- Approve agreement with Nulton Diagnostic to participate in the Partial Hospitalization program for the 2019/20 school year.

- Approve agreement with Soaring Heights to allow students to attend 2019/20 school at a cost of $20,000/student.

- Approve agreement with Bedford Area School District to participate in the Laurel Life program for the 2019/20 school year at a cost of $20,000/student.

- Approve cooperative academic agreement entitled "College in High School" with Saint Francis University for the 2019/20 academic year

- Approve Mrs. Kring and 4 students to attend the Big E Competition September 12-15, 2019 in Springfield Massachusetts as budgeted for FFA Competitions for the advisor.

- Approve Mrs. Roseanna Carbaugh as a volunteer chaperone for the Big E Competition at no cost to the district. All required clearances are on file.

19. Mr. Mickle moved, seconded by Mrs. Reasy, to approve the following reports and invoices

    Administrative Reports
    Federal Programs
    Athletic Report
    Financial Reports and Budgetary Transfers
    Approve payment of invoices

20. Mr. Scott moved, seconded by Mr. Miller to adjourn the meeting at 7:27 pm.

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Teri L. Biddle, Business Manager/Board Secretary

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Tammy Reasy, Board Treasurer

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

2019 Homestead and Farmstead Exclusion Resolution

RESOLVED, by the Board of School Directors of Northern Bedford County School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2019, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

1. **Aggregate amount available for homestead and farmstead real estate tax reduction.** The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2019:

a. **Gambling tax funds.** The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of $323,988.

b. **Philadelphia tax credit reimbursement funds**. PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of $0.00.

c. **Tax shifting funds.** Based on the voter referendum directing School District levy of an increased earned income tax, and on calculations provided by the School District Business Office from the best available information and carefully evaluated by the School Board estimating Act 1 earned income tax receipts for real estate tax reduction of $0, minus $0 representing 2% of such receipts retained to offset School District expenses, funds will be available from tax shifting during the school year for real estate tax reduction pursuant to Act 1, 53 P.S. § 6926.334(a)(3) or (4), in the amount of $0.

d. **Other sources.** Funds will be available during the school year for real estate reduction from other sources, in the amount of $0.

e. **Aggregate amount available.** Adding these amounts, the aggregate amount available during the school year for real estate tax reduction is $323,988.

2. **Homestead/farmstead numbers.** Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:

a. **Homestead property number.** The number of approved homesteads within the School District is 1,807.

b. **Farmstead property number.** The number of approved farmsteads within the School District is 114.

c. **Homestead/farmstead combined number.** Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 1,921.

3. **Real estate tax reduction calculation.** The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the paragraph 1(e) aggregate amount available during the school year for real estate tax reduction of $323,988 by the paragraph 2(c) aggregate number of approved homesteads and approved farmsteads of 1,921 (before considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead and farmstead exclusion amount), the preliminary calculation of the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is $168.66.

Based on calculations provided by the School District Business Office from the best available information and carefully evaluated by the School Board, considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead exclusion and the farmstead exclusion amount, an additional aggregate amount of $4,008.36 will be available during the school year for real estate tax reduction applicable to approximately 1,921 homesteads and farmsteads, resulting in an additional real estate tax reduction amount available for each homestead and farmstead of $2.18. Adding this additional amount to the preliminary calculation of the maximum real estate tax reduction amount of $170.84, the final maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is $170.84.

3. **Homestead exclusion calculation.** Dividing the paragraph 3 maximum real estate tax reduction amount of $170.84 by the School District real estate tax rate of 8.5759 mills (.0085759), the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is $19,921.00, and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is $19,921.

4. **Homestead/farmstead exclusion authorization – July 1 tax bills.** The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of $19,921.00. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of $19,921.00. For purposes of this Resolution, "approved homestead" and "approved

farmstead" shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. § 6926.341(g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

Northern Bedford County School District

_____ _____

Teri L. Biddle, Board Secretary Date

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT
ATHLETIC TICKET PRICES
2019-20

VARSITY SPORTS
Adults $5
Students $3

JH SPORTS
Adults $2
Students $1

Season Tickets can be purchased at the NBCSD Business Office.
Season Tickets per Varsity Sport Vary
(# of home contests – 1) * $5 = Cost

All-Sports Pass
Good for every admission event for entire school year
$80

Senior NBCSD Resident Pass
Good for all admission events – Must be 65 years old and a resident of NBCSD
(Present drivers license at time of purchase)
$20

***Admission is charged for all indoor events while Outdoor admission is charged ONLY in the Stadium and when the lights are utilized**

Group	Date	Item	Proposed Expenditure	Anticipated Profit
Auto Club	Sept 18, 2019	Apple Dumplings; Gobs	Auto Club expenses	$1,000.00
Band	Sept -Nov 2019	Friday Night Football Concessions	Instruments, equipment, meals, refreshments, honor band sponsorship, music dept banquet, return borrowed money from music endowment	$5,600.00
Band	Fall 2019 Spring 2020	Banquets	Marching band meals, refreshments, band instruments, accessaries, uniforms, music department banquet, Hershey trip, registrations, band jackets, graduatin award.	$6,800.00
Band Front	Summer 2020	Mariannas	Band Front Equipment	$500.00
Baseball	March 14, 2020	Chicken BBQ	Supplies & Equipment	$2,000.00
Boys Basketball	Oct 2019	Spirit Wear	PreGame Food	$600.00
Boys Basketball	Nov 4-15, 2019	CK Strombolis/ CinnaBuns	JH Shooting shirts; Banquet expenses;	$2,500.00
Boys Basketball	Dec , 2019	JH Tournament	Banquet expenses	$1,200.00
Boys Basketball	May-June 2020	Football Mania Tickets	Varsity WarmUps & possible JH WarmUps	$2,500.00
CEW gr 7 Classes	TBD	TBD	Donations to benefit local person/organization	$0.00
Chorus	Oct 14-25, 2019	Spirit Wear	General Funds; Music expenses	$2,000.00
Chorus	Nov 4-15, 2019	Mariannas	General Funds; Music expenses	$1,500.00
Chorus	March 30-Apr10, 2020	PowerHouse Subs Apple Dumplings	General Funds; Music expenses	$1,000.00
Cross Country	July-Aug 2019	Spirit Wear	Entry Fees & Transportation expenses	$300.00
Cross Country	Saturday/Sunday Sept or Oct 2019	Hoss's Night	Entry Fees & Transportation expenses	$300.00
Cross Country	Sept 16-28, 2020	Gob Sales	Entry Fees & Transportation expenses	$500.00
Cross Country	May 16, 2020	Color Run	Entry Fees & Transportation expenses	$1,500.00
Cross Country	May 30 2020	Car Wash	Entry Fees & Transportation expenses	$300.00
Dance A Thon	Nov 4 - 15 2019	Bedford Candies	Dance A Thon Funds	$1,000.00

Dance A Thon	March	Thon Egg Hunt	Dance A Thon Funds	$8,000.00
Dance A Thon	March 2-13 2020	Bedford Candies	Dance A Thon Funds	$1,000.00
FBLA	Sept 23-Oct 4, 2019	Garnders Candies	Regional/State membership dues	$800.00
FBLA	Nov 18-29, 2019	Krispy Kreme Donuts	Regional/State conference fees	$1,000.00
FBLA	Feb 3-14, 2020	Butter Braid	State Conference fees	$800.00
FBLA	April 6-17,2020	Subway Fundraiser Cards	State Conference fees	$800.00
FCCLA	Oct 7 - 18, 2019	CK Strombolis/ CinnaBuns	Fund Community projects; state & national dues	$250.00
FCCLA	Oct 29, 2018	Thanksgiving Food Drive	All food items & monies will be distributed to local families	$150.00
FCCLA	Nov 12-29, 2019	Bedford Candies	Fund Community projects; state & national dues	$300.00
FCCLA	Jan 27-Feb 7, 2020	Gardners	Fund Community projects; state & national dues	$384.00
FCCLA	March 23-Apr 3, 2020	Mariannas	Fund Community projects; state & national dues	$200.00
FFA	Sept 3 -13, 2019	CK Stromboli	FFA activities fee; National Convention Trip	$500.00
FFA	Sept 16 -27, 2019	Mariannas	FFA activities fee; National Convention Trip	$1,000.00
FFA	Oct 1 - 12, 2019	Meat Sticks	FFA expenses	$300.00
FFA	Nov 1-15, 2019	Citrus Fruit; Cheesecakes; PA Ag products	FFA Chapter expenses	$500.00
FFA	April 1-12, 2020	Mariannas	Pay for trip to State FFA contests	$500.00
Football	July 8, 2019	7 on 7 Tournament	Food; jerseys; 7 on 7 tourn; program ads; trophies, plaques	$1,000.00
Football	Aug 2019	Subway Fundraiser Cards	Food; jerseys; 7 on 7 tourn; program ads; trophies, plaques	$1,000.00
Football	Aug 24, 2019	Chicken BBQ	Jerseys; Food; 7 on 7; Banquet	$2,000.00
Football Cheerleaders	July 13, 2109	Car Wash	Cheer supplies - tshirts, Homecoming, …	$300.00
Football Cheerleaders	July 2020	Car Wash	Cheer supplies - tshirts, Homecoming, …	$500.00
Football Cheerleaders	July 29/30, 2019	Mini - Cheer (6pm-8pm)(Gr K-5)	Cheer supplies - tshirts, Homecoming, …	$500.00
Football Cheerleaders	July 27/28, 2020	Mini - Cheer (6pm-8pm)(Gr K-5)	Cheer supplies - tshirts, Homecoming, …	$500.00

Football Cheerleaders	Oct 21-31, 2019	Gardners Christmas Candy	Football cheer uniform funds	$500.00
Football Cheerleaders	April 27-May 8, 2020	Gardners Candy Bars & Gobs	Cheer clothing: sneaker, bows, spirit wear	$2,000.00
Girls Basketball	Oct 7-18, 2019	PowerHouse Subs	Team Shoes	$750.00
Girls Basketball	Nov 27-Dec 1 2019	Turnpike "Roadside Snacks"	Camps; Sr Gifts, Team Gifts, etc.	$5,000.00
Girls Basketball	Dec 2 - 13 2019	Krispy Kreme Donuts	2018 Shoot Out fees; Leagues	$900.00
Girls Basketball	June 6 2020	Shootout	Leagues; Reversibles; Camp; Trainer	$1,000.00
Hort Club	Year Long	Plants & Flowers	Club trip, community services, expenses	$2,000.00
Interact Club		Tshirts?		$0.00
MS Yearbook	Oct 1 - 18, 2019	Yankee Candle	Students earn credit toward yearbook	$0.00
NHS	Jan 6-17, 2020	PowerHouse subs/ Apple Dumplings	NHS certificates; organization donation	$200.00
SADD/NHS/FCCLA	Fall TBD	MS Dance	Club activities/conferences	$300.00
SADD	Sept 9-20, 2019	Bedford Candies/Gobs	PA State SADD conference; Club expenses	$400.00
SADD	Dec 2019	Candy Grams	Angels Among Us donations	$50.00
Ski Club	Oct 1- 11, 2019	FireHouse Subs	Offset Ski Club Costs	$1,000.00
Soccer	Aug 2019	Apparel	MS soccer program expenses; banquet expenses; varsity team apparel	$500.00
Soccer	Sept 3-13, 2019	Ritchey's Dairy Tea & Ice Cream	MS soccer program expenses; banquet expenses; varsity team apparel	$500.00
Soccer	Oct 7-18,2019	Bedford Candies	MS soccer program expenses; banquet expenses; varsity team apparel	$500.00
Soccer	Oct ?, 2019	Pulled Pork Sandwiches Meal	MS soccer program expenses; banquet expenses; varsity team apparel	$2,000.00
Soccer	May/June 2020	Middle Dribble	MS soccer program expenses; banquet expenses; varsity team apparel	$1,000.00
Softball	Jan 13-24, 2020	Ye Olde Stickey Buns/Coffee Shop	New batting cage net Outfield Fence & Posts General Equipement (ie: balls, bases, pitching rubbers, field mix)	$2,600.00
Softball	March 2- 11, 2020	Team Made Hoagies	JH Field Improvements New batting cage net General Equipment	$1,500.00
Softball	March 23 - April 3, 2020	Gobs	JH Field Improvements New batting cage net General Equipment	$900.00

Softball	April 20 - May 1, 2020	Team Made Hoagies	JH Field Improvements New batting cage net General Equipment	$1,800.00
Track & Field	April 6-17, 2019	Mariannas	Uniforms	$1,500.00
Track & Field	April	Apperal	Uniforms	$500.00
Varsity Club	Sept 30-Oct 11	Mariannas	Student earns jacket credits	$0.00
Volleyball	July-Aug 2019	Apparel	Tournaments, Banquet, Posters, Etc.	$500.00
Volleyball	Aug, 2019	Potted Mums	Sr Night, Summer Leagues, Banquet, PSU Volleyball Game	$1,300.00
Volleyball	Sept 13-30, 2019	Powerhouse Subs	Team Pink Night Shirts; Banquet, Awards	$1,000.00
Volleyball	Sept-Oct, 2019	Concessions	Team Photos, Poster, Awards, Gifts, Etc.	$400.00
Winter Cheer	Nov 4-15, 2019	Gardners PB	Uniforms	$720.00
Winter Cheer	Dec 2019	Mini - Cheer	Uniforms	$300.00
Winter Cheer	Jan 6-17 2020	LG Bakery Gobs	Uniforms	$300.00
Wrestling/Mat Club	Aug 2019 - Jan 2019	Parents Gun Raffle	Year End Banquet	$3,500.00
Wrestling/Mat Club	Oct 14-Nov 8, 2019	Snack Basket Gobs	Summer Camps; Elem County Tourn Fees	$1,500.00
Wrestling/Mat Club	Dec 18 - Jan 17	Mariannas	Wrestling Mat Storage Bags; First Aid Back Packs; Varisty Tourn Expense	$1,800.00
Wrestling/Mat Club	Jan 4, 2020	Elem Tourn	Districts, Regionals, States, awards	$3,000.00
Wrestling/Mat Club	TBD	Hoss's Night	JH Dual Meets	$400.00
			APPROXIMATE PROFIT	**$95,504.00**

**** Other class or group requests, planned to support/enrich the educational program, as approved by administration.

2019/20 Elementary Field Trips

Grade	Date	Destination
PK	May	**Local Farm (Tentative – may change)**
K	May	**Ritchey's Dairy & Morrison's Cove Memorial Park**

1	May	**Old Bedford Village**
2	May	**Lake Raystown**
3	May	**Lincoln Caverns**
4	May	**Johnstown**
5	May	**Career Day at Shawnee State Park**
	May	**Morrison's Cove Memorial Park**
	May	**Penn's Cave**

NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS



Administrative Reports

Superintendent Administrative Report	Todd Beatty Superintendent
Elementary School Report	Trevor Replogle Elementary Principal
Middle School Report	Wayne Sherlock Middle School Principal
High School Report	Michael O'Dellick High School Principal
Athletics Report	Michael O'Dellick High School Principal

SUPERINTENDENT

NBC WELCOMES NEW EMPLOYEES

- Juliann Picklo, Secondary Art
- Randy Meck, 5th grade
- Jade Miller, 3rd grade
- Hannah Miller, 2nd grade
- Emily Eutin, Elementary Special Education
- Christa Albright, K4
- Jennifer Stolzfus, Reading Specialist
- Jeremy Wright, Custodian

TEACHER OPENING IN-SERVICE DAYS

The first day for teachers will be August 19 and the opening day for students will be August 21. Leading up to opening day we will have conducted math training, data retreat, bus driver orientation, student orientation, and new teacher induction.

On Monday August 19, 2018, the teachers will receive confidentiality training, business updates, and listen to guest speaker Mike Artim with the topic of goal setting.

SUMMER 2019

I have taken several walks in the buildings and outside on the campus. Kelly and staff have done an excellent job having things prepared for the start of school. I appreciate the dedication shown by each of them.

CYBER SCHOOL REFORM

The community needs to know that our state legislature has once again "punted" on passing meaningful cyber school finance reform. It is very difficult for me as a superintendent to grasp the difficulty of looking at actual costs to run a business (cyber school) and adjust the law accordingly.

SUPERINTENDENT (CONT'D)

TRANSPORTATION UPDATES

The district has worked very hard to create efficient cost effective bus routes. We were able to adjust routes to this end. The district will be sending letters to the students' homes verifying AM and PM bus runs.

TEST ASSESSMENT INFORMATION

State Education Secretary Pedro Rivera released a letter in response to the auditor general's recent report on standardized testing that suggests replacing Keystone Exams with national tests such as the SAT and ACT. The secretary called the report misleading regarding the ability to easily replace state assessments and remain in compliance with federal law. He also addressed issues regarding the cost of administering the state assessments.

The PA Department of Education (PDE) has issued initial guidance stating that the provision under the new Act 16 of 2019 exempting test scores of habitually absent students from school accountability requirements is incompatible with requirements under the federal Every Student Succeeds Act (ESSA). PDE notes that under ESSA a student be absent at least 90 days before their test scores can be excluded from the school accountability performance calculation, which differs from the 20% absence rate trigger, equivalent to 36 days, under Act 16. My understanding is that this does not fit within the requirements of the law as it is written.

SUPERINTENDENT (CONT'D)

Below are the tentative PSSA/Keystone results for Elem. and MS for 18-19 SY:

Northern Bedford County ES
2019 PSSA Results

MATH

Grade	N	Adv	Pro	Bas	BB	% Adv/Pro
3	50	11	15	15	9	52%
4	65	14	21	25	5	54%
5	55	12	15	19	9	49%
Total	170	37	51	59	23	52%

ELA

Grade	N	Adv	Pro	Bas	BB	% Adv/Pro
3	50	9	28	11	2	74%
4	65	26	33	5	1	91%
5	55	20	24	10	1	80%
Total	170					82%

SCIENCE

Grade	N	Adv	Pro	Bas	BB	% Adv/Pro
4	64	52	10	2	--	97%

SUPERINTENDENT (CONT'D)

Northern Bedford County MS
2019 PSSA Results

MATH

Grade	N	Adv	Pro	Bas	BB	% Adv/Pro
6	67	13	17	29	8	45%
7	68	7	19	22	20	38%
8	65	2	10	23	30	18%
Total	200	22	46	74	58	34%

Keystone Algebra I

Grade	N	Adv	Pro	Bas	BB	%Adv/Pro
7	1	1				100%
8	19	6	7	5	1	68%
Total	20	7	7	5	1	70%

ELA

Grade	N	Adv	Pro	Bas	BB	% Adv/Pro
6	69	22	32	14	1	78%
7	68	12	38	18	--	74%
8	65	10	34	19	2	68%
Total	202	44	104	51	3	73%

SCIENCE*

Grade	N	Adv	Pro	Bas	BB	% Adv/Pro
8	64	22	26	11	6	74%

SUPERINTENDENT (CONT'D)

2019 High school Keystone Algebra I

Subject	%Adv/Pro
Alg I	88%
Biology	87%
ELA	92%

ELEMENTARY

Orientations

Head Start, Pre-Kindergarten and Kindergarten Orientations for students and parents will be held on August 15. Pre-Kindergarten AM will meet at 9:00 AM, Pre-Kindergarten PM and Head Start will meet at 10:00 AM, and Kindergarten will meet at 11:00 AM.

Students and parents will have an opportunity to meet the teachers, tour classrooms, and students will take a short ride on a school bus. Important school information about food service, health services, transportation, administrative services, and guidance services is explained to parents.

Meet and Greet

The Elementary Meet and Greet night is scheduled for Tuesday, August 27 from 6:00-7:30 PM for students and parents in grades 1-5. Kindergarten and K4 parents will have the opportunity to meet their child's teacher during the summer orientation.

Building Preparations

The office and maintenance staffs have been working diligently to prepare the elementary school for the opening of the school year on August 21. The entire school has been cleaned and polished in preparation to welcome students and staff for a new school year. Technology equipment and programs have been installed. New school supplies are being inventoried and delivered to all the classrooms. All student records and files have been updated and reorganized to reflect the new class rosters. We thank everyone that has worked so tirelessly to make our school a wonderful learning community!

Literacy Training

Julie Della and Dr. Laura Miller from IU08 have been working with our primary grade teachers on literacy. On August 6, teachers and instructional assistants were trained on Heggerty Phonemic Awareness and West Virginia Phonic to strengthen these areas in our reading program. Both IU08 staff members will be working with our elementary staff during the school year as coaches and consultants in these two areas.

ELEMENTARY (cont'd)

Enrollments

To date the elementary enrollment is as follows:

	2019-20	2018-19	2017-18	2016-17	2015-16
K-4	51	44	49	60	43
Kindergarten	65	55	62	57	61
First Grade	66	67	58	60	60
Second Grade	68	59	58	59	59
Third Grade	59	57	61	56	67
Fourth Grade	54	62	54	71	70
Fifth Grade	66	53	69	69	69
TOTAL	429	397	411	432	429

FEDERAL PROGRAMS REPORT

PTO/Parent Meeting Dates

The dates for this year's PTO/Parent Meeting dates have tentatively been determined. These meetings will be held in the Elementary School on the first Tuesday in September, November, January, March, and May. Finalized dates and other meeting dates may be added and will be distributed to parents through the school's website, Facebook page and monthly newsletters.

MIDDLE SCHOOL

Sixth Grade Orientation

The annual Sixth Grade Orientation is scheduled for Wednesday, August 14 at 7:00 PM in the Grade 6 wing and the auditorium. The students will be given an opportunity to purchase lunch and/or breakfast credits, receive their schedules, obtain information about the band program, and, most importantly to most students, their locker number and combination. School policies and practices as well as day-to-day operating procedures will also be explained. The students and parents greatly anticipate this meeting.

Meet and Greet

The annual Middle School Meet and Greet Night is also scheduled for Wednesday, August 14 from 6:00 to 7:30 PM. All middle school students and parents are invited to attend this event to meet teachers, obtain schedules, and tryout lockers. We are experimenting this year moving Meet and Greet prior to the start of year to see if attendance increases.

School Wide Positive Behavior, Intervention, and Supports (SWPBIS)

The finishing steps to roll out SWPBIS for the start of the 2019-20 school year are in progress. The faculty team met on June 3 to review last school year and to continue planning for this school year.

One of the factors reviewed is the number of discipline referrals to the office. Following are the total number of discipline referrals by year handled in the middle school and high school offices:

2016-17 (Base Year)	2017-18	2018-19
322	236	182

Another factor to consider is school attendance. Following is the average total daily attendance for the middle school and high school for the last three years:

2016-17 (Base Year)	2017-18	2018-19
94.60	94.96	95.05

These two indicators demonstrate a positive implementation of our PBIS initiative. Office referrals have decreased significantly and attendance has improved since the implementation of PBIS in the middle school and high school.

MIDDLE SCHOOL (cont'd)

School Wide Positive Behavior, Intervention, and Supports (SWPBIS) (cont'd)

SWPBIS is an evidence-based, systems approach for establishing the social culture needed for schools to be effective learning environments for all students. SWPBIS helps schools teach students expected behaviors and social skills, creates student behavioral health and academic support systems, and applies data-based decision-making to discipline, academics, and social/emotional learning. A positive environment is necessary for students to learn and be successful in school.

The focus will be on Panther **PRIDE**—**P**ositive, **R**espectful, **I**nvolved, **D**ependable, and **E**xcellent.

Enrollment

To date the anticipated enrollments as of Thursday, August 8, 2019 for the middle school grades are as follows:

	2019-20	2018-19	2017-18
Grade 6	60	71	72
Grade 7	70	70	69
Grade 8	72	65	68
Total Enrollment	202	206	209

Opening Details

The maintenance and office staffs are working extremely hard attending to the numerous details necessary to ensure a smooth opening day on August 21. We have filled one teaching positions over the summer—M/HS Art. Physically the middle school is ready to go with all the work our maintenance staff has completed. Kelly and the entire maintenance staff are sincerely thanked for their efforts and the pride they demonstrate.

Student schedules are finalized and the clerical work in preparation for the opening of school is proceeding in a timely fashion. Mrs. Zimmerman is thanked for her efforts and assistance preparing for the start of school. All opening details are nearly complete.

MIDDLE SCHOOL (cont'd)

Upcoming Events

August 19 and 20	Teacher In-service
August 21	Frist Day for Students
August 22	Class Meetings
	Math and ELA Benchmark Testing
	PBIS Classroom Lesson
August 23	PBIS Hallway Lesson
August 26	PBIS Cafeteria Lesson
August 27	PBIS Bus/Parking Lesson
August 28	PBIS Office/Nurse Lesson
	PRIDE Kick-Off Assembly 1:45 – 3:00
August 29	PBIS Restroom/Locker Room Lesson
August 30	PBIS Community Lesson
September 2	Labor Day – No School
September 3	Student PRIDE Meeting
September 4	Faculty PRIDE Meeting
September 10	School Board Meeting

HIGH SCHOOL

Preparations for School Beginnings

Work continues in preparation for the 2019-20 school year. Student schedules and teacher schedules have been mailed. High school students will have the opportunity to change their schedules prior to the start of school. The maintenance staff, office staff, Mrs. Crawford, and Mrs. Swanseen are commended for their efforts in preparing for the upcoming school year. The maintenance staff has worked diligently preparing for the upcoming school year.

Enrollment

Currently, the high school enrollment is 282 students. Individual class enrollments are as follows:

Class	2019-20	2018-19	2017-18
Seniors	71	59	80
Juniors	72	74	60
Sophomores	73	73	75
Freshmen	66	72	72
Total Enrollment	282	281	288

Summer Band/Band Camp

The band, under the direction of Mr. Berry, participated in the Martinsburg parade on July 2. Summer band camp began on Monday, August 5 and continued through Friday, August 9 from 8:00AM until noon. Stay tuned! More parades, half-time performances, pregames and bleacher features to come.

Canvas

The middle school and high school is in its second year utilizing Canvas. Canvas is an online educational tool that enables students, teachers and parents to communicate and engage with meaningful learning content online. Teachers are required to post their course syllabus, curriculum map, and daily homework assignments on Canvas. Parents are able to access their child's homework assignments to support their academic expectations. Canvas is easily accessible to students and parents online or through the smart phone app.

Automated Attendance Notification

Parents of middle school and high school students will be notified daily by 10AM if their child is absent from school via the school district's One-Call Notification System. Attendance habits learned early in a child's life correlate to academic achievement and carry over into post-secondary schooling and employment.

HIGH SCHOOL (cont'd)

FFA Activities Week

The Northern Bedford FFA Milk Quality and Products team placed second in the PA State FFA Career Development Event held during FFA Activities Week, June 11-13 at the Pennsylvania State University. The team will now represent the Pennsylvania FFA at the Eastern Regional FFA competition held in September at the Big E in Massachusetts. Team members are Brooke Gochnour, Mary Stenning, Alaina Stuckey, and Meghan Detwiler.

A total of fourteen NB members represented their chapter competing in Career Development Events. Other teams competing were as follows. The Meats Evaluation and Technology team consisting of Lauren Over, Lydia Byler, and Lindsey Koontz was the 3rd place team with Lauren earning Silver recognition. The Floriculture team earned a 5th team placing with members Jade Snyder, Kayla Singer, Danielle Norris, and Montana Clapper. Jade and Kayla received Silver recognition. Also competing were Cameron Garman, Richard Bolinger and Chris Bowman in the Agricultural Technology and Mechanical Systems CDE.

FFA Activities Week is organized by the Pennsylvania FFA Association and includes Career Development Events, Leadership Development Events and business sessions of the PA FFA. Over 1490 FFA members and advisors from across the state participated in the events. While at PSU the students were offered use of the campus facilities for educational and recreational activities and attended general session meetings of the PA FFA State Convention.

Safe 2 Say Something

Safe2Say Something is a youth violence prevention program run by the Pennsylvania Office of Attorney General. The program teaches youth and adults how to recognize warning signs and signals, especially within social media, from individuals who may be a threat to themselves or others and to **"say something"** BEFORE it is too late. Anonymous reports can be made via phone, app, or website. Students in the middle and high school are taught how to use the reporting resource and we emphasize with them – "If you see something, say something". More information can be found at https://www.safe2saypa.org/.

Upcoming Events:

August 12	First Day of PIAA Fall Athletics
August 15	Black/White Night and Community Pep Rally (6:00 PM)

August 19 and 20	Teacher In-service
August 21	First day of school for students
August 27	Annual Mandatory Coaches Meeting
August 28	PBIS Kick-Off Assembly 1:45 – 3:00
August 27	Fall Bus Evacuation Drill
September 2	Labor Day—no school
September 3	Student PRIDE Meeting
September 4	Faculty PRIDE Meeting
September 10	Faculty Meeting

ATHLETIC REPORT

Fall Practices - Fall sport practices are to begin on Monday August 12th. Mr. Batzel is coordinating the practice schedules to avoid conflicts between sports as well as with other extra-curricular activities. Many sports will be participating in pre-season conditioning and scrimmages.

Season Openers—Listed below are the openers for the respective sports.

SPORT	DATE	LOCATION	OPPONENT	TIME
Varsity Golf	Fri Aug 16	Down River	Bedford	2:00
Girls' Soccer	Tues Sept 3	Home	Tussey Mt.	4:00
Boys' Soccer	Fri Aug 30	Home	Conestoga Christian	4:00
Middle School Soccer	Thu Sept 5	Away	Southern Fulton	4:00
Varsity Volleyball	Tue Sept 3	Home	McConnellsburg	5:30
JH Volleyball	Tue Sept 3	Home	McConnellsburg	5:30
Varsity Football	Fri Aug 23	Away	Central	7:00
JV Football	Mon Aug 26	Home	Central	7:00
Middle School Football	Tue Sept 3	Home	Southern Huntingdo	6:00
Cross Country	Sat Aug 31	Away	Lock Haven Inv.	TBD

SPECIAL RECOGNITION

- 2019 graduate McKenzie Troutman was named Bedford Gazette Track and Field Pole Vault All - Star.
- Sophomore Ian Zimmerman was named Bedford Gazette Track and Field 1600 meter All – Star.
- Freshman R. J. Gates was named Bedford Gazette Track and Field 300 Hurdles All – Star.
- 3200 meter relay team of sophomores Caleb Diehl, Ian Zimmerman and junior Ian Sherlock with senior Josh Strayer was also named to the Bedford Gazette Track and Field All – Star.
- Junior Luke Weidemann and sophomore Andrew Lazor were named Bedford Gazette Baseball All-Stars.

ATHLETIC REPORT (cont'd)

Mandated Coaching Requirements (for all paid and volunteer coaches at the Varsity and JH levels) –

Annual (12 month) Requirements:

- Sudden Cardiac Arrest Prevention Act
- Concussion Training Course (Safety in Youth Sports Act)

60 Month Requirement (submitted prior to coaching eligibility and must be kept current)

- PDE Mandated Background Clearances
  - FBI Clearance (Act 114)
  - PA State Police Clearance (Act 34)
  - PA Child Abuse (Act 151)
  - PA Mandated Child Abuse Recognition Training (Act 126)

One Time Requirement (2-year grace period for new coaches)

- PIAA Coaching Education Requirements
  - Fundamentals of Coaching
  - First Aid, Health and Safety

One Time Coaching Education Requirement - first time coaches hired at any PIAA school after July 1, 2016, will have two years from their date of hire to complete this requirement.

Annual Coaches Meeting –

The annual coaches meeting will be held on Tuesday, August 27 at 6:00PM. The purpose of the meeting is to review the athletic handbook, student-athlete expectations, coaching expectations and to address any questions or concerns leading into to the 2019-20 athletic seasons.

Weight Room –

The weight room schedule was a success last year with great student-athlete attendance. Attendance reports were collected to monitor the schedule's effectiveness in accommodating all student-athletes. Mr. Batzel and all coaches have done an excellent job supervising the weight room and monitoring its effectiveness. The summer/fall weight room schedule is listed below.

Summer Schedule: M/W/F 9-10:30 AM and T/Th 6-7:30 PM
Fall Schedule: T/Th 6:45-7:45 AM and Sat 9-10:30 AM

Administration–2019/2020 School Year	
Todd B. Beatty	Superintendent (1150)
Wayne E. Sherlock	Middle School Principal (1111)
Michael C. O'Dellick	Senior High School Principal (1115)
Trevor M. Replogle	Elementary School Principal (1100)
Lindsay A. Cherry	Special Education Supervisor (9215)
Teri L. Biddle	Business Manager, Board Secretary (9910)
Larry A. Williams	Technology Administrator (9920)
Jaime L. Irvin	Psychologist (1875)
Jennie L. Miller	Food Service Director (9970)
Kelly E. Sparks	Maintenance Supervisor
Stacy Pressel	Executive Secretary/Transportation
Tina J. Snowberger	Assistant Business Manager

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Elementary Faculty — 2019/2020			
Teacher	**Grade/Subject**	**Teacher**	**Grade/Subject**
Christa Albright	Pre-School (2841-100%)	Kathy Wright	Grade Four (2845 – 100%)
Kim Clark	Kindergarten (2843 – 100%)	Paulette Baur	Grade Five (2845 – 100%)
Lindsay Ewart	Kindergarten (2843 – 100%)	Randy Meck	Grade Five (2845-100%)
Lorie Gable	Kindergarten (2843 – 100%)	Messina Wingard	Grade Five (2845 – 100%)
Vanessa Wiand	Kindergarten (2843-100%)	Coryn Snyder	Art (1401–100%)
Staci Brockus	Grade One (2844 – 100%)	Pamela Brown	Library/Media (6410 – 80%)
Jessica Foley	Grade One (2844 – 100%)	Joseph Brumbaugh	Physical Education (4801 – 100%)
Barbara Zanella	Grade One (2844 – 100%)	Bonnie Dilling	Computer Education (1605 – 100%)
Jennifer Aungst	Grade Two (2844 – 100%)	Ashley Brennan	Learning Support (9225 – 100%)
Michaela Gartland	Grade Two (2844 – 100%)	Susan Heuston	Learning Support (9225 – 100%)
Hannah Miller	Grade Two (2825 – 100%)	Timothy Hileman	Learning Support (9225 – 100%)
Beatrix Stern	Grade Two (2844 – 100%)	Emily Eutin	Learning Support (9225 – 100%)
Amy Banaszak	Grade Three (2844 – 100%)	Lewis Elias	Guidance Counselor (1836 – 100%)
Katie Hazenstab	Grade Three (2844 – 100%)	Heidi Ake	Speech (9272 – 90%, 9273 – 10%)
Jade Miller	Grade Three (2825 – 100%)	Starla Snyder	School Nurse (1890 – 100%)
Lisa Blackburn	Grade Four (2845 – 100%)	Kandy Troutman	Math Specialist (2844 - 33%); (2845 - 67%)
Matthew Wasilko	Grade Four (2845 – 100%)	Jennifer Stoltzfus	Reading Specialist (7650 – 100%)

Ann Jones	EL-ESL 7167- (4498-5%); S-Gifted 0747- (1177-15%); EL Music 7167- (7201 -75%)	Megan Frederick	EL-Gifted 7167- (2811-100%)

Staff Member	Base Room	Assignment
Barton, Andrew	129	US/PA I, US/PA II, Current Issues (8875 – 100%)
Berry, Jerry	158	MS General Music; Instrumental; Band 6, 7 & 8, Senior High Band, (7202 – 100%)
Betts, Marlene	139	FCS Elective, FCS 6-8, FCS 9, FACS 12, (5602 – 100%)
Black, Garry	110	Accounting I/II, CEW Skills 11, Multimedia I & II, Business 9, Business Leadership, SBE Management/Marketing (1606-100%)
Bollman, Scott	222	Alternative Education-Science/Social Studies/Learning Support (8450 - 15%, 9475-15%, 9425-70%)
Brode, Michael	212	Algebra I, Algebra II, Keystone Algebra I Remediation, Stats (6800–100%)
Brown, Pam	LIB	Librarian; Library Research 7 & 8 (6411-20%)
Brumbaugh, Marcy	MS4	MS Learning Support (9225 – 100%)
Claar, Michelle	204	Chemistry, Honors Chemistry, Chemistry II/III (8420–100%)
Clouse, Brianna	GYM	Phys Ed 6-12, Health/Wellness (4802 – 100%)
Crawford, Teresa	GUID	Guidance 6-12, Career Planning (1837 – 100%)
Curfman, Craig	107	Tech Ed 6-9, Tech Ed Elective, Engineering Applications (6005 – 100%)
Dibert, Kenneth	TB	Auto Technology I, II, III, Electronics I, SkillsUSA (2575 – 100%)
Dutchcot, Brian	223	Spanish (4490 – 95%) ESL (9555 - 5%)
England, Janine	224	English 7 & 8, (2850 – 100%)
England, Todd	221	American History I & II (2870–100%)
Ewart, Jonathan	MS3	Grade 6 Math, Geography (2845 – 100%)
Fabian, Jerry	GYM	Phys Ed 6-12, Health/Wellness, STC (4802 – 100%)
Frederick, Brian	TB	BCO I, II, & III; CADD, SkillsUSA (2014–100%)
Frederick, Jill	210	Algebra IB, Keystone Algebra I Remediation, Calculus, Adv. Trig/Pre-Calculus, Trig/A. Geo (6800 – 100%)
Gable, Kevin	127	US/PA I, World History, Sociology/World History (8875 – 90%), Drivers Ed (5210 – 10%), German I/II Monitor for OKSU
Gartland, Jodi	112	Learning Support 9-12, English (9355-20%, 9225-80%)
Gochnour, Carol	232	Math 7, Pre-Alg 7, American History I (2860-60%, 2870- 40%)
Hagenbuch, Lisa	206	Algebra IA, Personal Finance, Geometry, Geometry C (6800 – 100%)
Hetzer, Jennie	230	MS Learning Support (9225 – 100%)
Jones, Ann	158	Secondary Gifted (1177-15%) ESL (9555 - 5%)
Keifman, Phoebe	113	Learning Support 9-12, Aleks Math (9225–80%, 6800–20%)

Keith, Brett	158	SH Chorus, MS Chorus, MS General Music; Music Elective, Music 9 (7202-100%)
Klavuhn, Jennifer	218	Reading 7 & English 7 (2850–100%)
Kring, Kay	TB	Agriculture II & III, Horticulture I, II, & III, FFA Leadership, Keystone Biology Remediation (1200–87%, 2880-13%)
Laird, Mary Ellen	MS1	Grade 6 Science, Geography (2845 – 100%)
Little, Keith	202	Life Science 9, Principles of Technology I & II, Physics I/II, Honors Physics (8470–80%, 2880-20%)
Madore, Leafy	237	English 7, Science 7 (2850–40%, 2880-60%)
Martin, Abby	215	English 9, English 10, Honors English 10, Journalism, Public Speaking (2850-10%, 3200-90%)
Miller, Lucas	236	Science 7, Science 8 (2880–100%)
Mowery, Jennifer	234	Pre-Algebra 8, Algebra I (2860 – 100%)
Moyer, Christa	201	Biology, Honors Biology, Anatomy & Physiology I & II (8405-100%)
Musselman, Kristi	235	Reading 8, American History I (2850–80%, 2870– 20%)
Over, Brenda	MS2	Grade 6 Reading, Geography (2845–100%)
Over, James	TB	Ag 9, Ag I, Ag Mechanics II & III, FFA Leadership, Environmental Science, Life Science 9 (1200–80%, 2880-20%)
Picklo, Juliann	141	Art Education (1402-100%)
Pratt, Sandra	136	US/PA I, Government/Economics, Yearbook (8875–100%)
Reffner, Corey	229	Learning Support, Autistic Support, Emotional Support, Transition (9225-100%)
Smith, Brittany	MS5	Grade 6, Language Arts (2845-60%); Comp Lit (1606-40%)
Snyder, Ashley	137	English 9, English 12, Applied Comm. 12 (3200–100%)
Snyder, Starla	NR	School Nurse (1890–100%)
Swanseen, Emily	GUID	Guidance 6-12, Career Planning, Educational Development (1837-100%)
Yeatts, Marcus	216	Reading 9, Reading 10, English 11, Honors English 11, College English/College Literature (3200–90%, 2850-10%)

Support Staff (Elementary, Middle School, Senior High School) — 2019/2020			
Elementary School		**Middle/Senior High School**	
Instructional Assistants	**Location**	**Instructional Assist.**	**Location**
Deborah Bowser	Learning Support	Tammy Litzenberger	Classroom 80%
Heather Dibert	Learning Support/PT	Robin Over	Secondary
Michele Diehl	Reading	Sabine Debski	Middle School
Sonja Ebersole	Afterschool Program	(VACANT)	After 3 Aide
Kelly Hrivnak	Classroom ½		
Cindy Replogle	Kindergarten	**Clerical**	**Location**
Penny Showalter	Learning Support	Cathy Cottle	Special Education
Beverly Swope	Pre-Kindergarten	Tina Detterline	HS Principal
Andrea Wertz	Learning Support/PT	Tammy Litzenberger	MS Office 20%
Staff Support	**Location**	Angie Zimmerman	MS Principal
Kimberly Samuel	Nurse's Aide		
		Food Service	**Location**
Clerical	**Location**	Sally Calhoun	Kitchen
Kelly Hrivnak	Elem Office ½	Brenda Cottle	Kitchen/Dish Room/Cashier
Lisa Hann	Elem Principal	Donna Detterline	Kitchen/Dish Room/Cashier
		Jolinda Mock	Kitchen
Food Service	**Location**	Brandi Dibert	Kitchen
Julie Grine	Kitchen	Carolyn Smith	Head Cook 1/2
Cindy Keith	Kitchen	Renee Mellott	FS Clerical 1/2
Barb McCauley	Kitchen		
Kelly Weidler	Kitchen	**Custodial**	**Shift**
Carol Smith	Head Cook 1/2	Marty Guyer	MS Night
Jeanette Thomas	Dishwash Room	Bill Fisher	Grounds Custodian
Renee Mellott	FS Clerical 1/2	Rick Lafferty	HS Evening
Custodial	**Shift**	Stephanie Veach	Cleaning/Day
Lewis Pepple	Day	Rodger Wright	Day
Roy Sunderland	Elem Night	David Kline	Part-Time Cleaning
Del Hoover	Elem Night	Jeremy Wright	HS Night

School Bus Drivers – 2019/2020			
Carbaugh Bus Co., LLC		**Leidy Transportation, LLC**	
Bus #	**Driver**	**Bus #**	**Driver**
10	Connie Imler	21	Ashley Bowser
11	Amy Ebersole	22	Tracy Barton
12	Tammy Morral	23	Karen Smith
14	Amy Claar	24	Carey Bush
15	Tracy Clapper	25	Amy Lafferty
16	Jackie Claycomb	27	Albert Bollman
18	Wayne Guyer	28	Christine Neil
		29	Donna Bertoldi
		30	Dawn Bumgardner
		Vo Tech 26	Julie Kellon
Van	Vickie Welsh	Van	Donna Detterline
Van	Jennifer Clouse	Van	Walt Houck
Van	Larae Wiedemann	Van	Patricia Miller
Van	Lacey Wiest	Van	Colleen Snider
Van	Doris Russell	Van	Jack Uhland
Substitute	Gregg Carbaugh	Van	Cheryl Weaver
Substitute	Roseanna Carbaugh	Substitute	Cathy Hart
Substitute	Roy Carbaugh	Substitute	Lenore Barnes
Substitute	Ryan Carbaugh	Substitute	Holly Arnold
Substitute	Craig Curfman	Substitute	Jolene Black
Substitute	Anita Bolinger	Substitute	Beth Steele
Substitute	Landry Brantner	Substitute	Brett Dively
Substitute	John Keith	Substitute	Jennifer Ebersole
Substitute	Jeff Weller	Substitute	John Leidy
Substitute	Brian Hinkle	Substitute	Kassi Leidy
Substitute	Paul Turner	Substitute	Gary Smith
Substitute	Josh Pritchett	Substitute	Ronald Steele
Substitute	Kendra Pritchett	Substitute	Richard Weaver
Van Substitute	Angela High		
Van Substitute	Kelley Weidler		
Van Substitute	Donna Horton		

NBC ACTIVITY STIPEND LISTING

Activity	Advisor
Yearbook - HS	Sandra Pratt
Yearbook - MS	Jenn Klavuhn/Kristi Musselman
Northern Lite	Abby Martin
Choral Ensemble	Brett Keith
Summer Band	Jerry Berry
Band Front	Kelly Weidler
Volunteer -- Assistant Band Front	Misti Swope
Spelling Bee	Kristi Musselman/Jenn Klavuhn
Reading Competition Secondary	Ann Jones
Reading Competition 7 & 8	Kristi Musselman
Reading Competition 5 & 6	Pam Brown
Auditorium Lighting	Jerry Berry
Auditorium Sound	Keith Little
National Honor Society	Emily Swanseen
Class Advisor -- Seniors (2)	Marcus Yeatts/Abby Martin
Class Advisor -- Juniors (2)	Abby Martin /Sandra Pratt
Homecoming Coordinator	Jodie Gartland
Interact - dependent on Rotary payment $250	Abby Martin
Volunteer - Spanish Club	Brian Dutchcott
Parking Lot Attendants (2)	Craig Curfman/Ken Dibert
Scholastic Quiz	Ann Jones
Student Council Advisor HS (2)	Andrew Barton/Ashley Snyder
Student Council Advisor MS	Leafy Madore
Elementary Music Coordinator	Ann Jones
FBLA	Garry Black
FCCLA	Marlene Betts
FFA (2)	Kay Kring/Jim Over
Skills USA Advisor - Auto Mech	Ken Dibert
Skills USA Advisor - Building Const	Brian Frederick

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Person in Charge	Class/Group	Destination	Date(s) of Trip	Financing	Means of Financing Trip
Ann Jones	5th grade selected chorus members	Song Fest	May-20	General Fund	Budgeted item
Ann Jones	HS Reading Competition	Forest Hills Middle/High School	Apr-20	General Fund	Budgeted item
Ann Jones	JV Scholastic Scrimmage Team	Altoona, IUO8	Winter 2020	General Fund	Budgeted item
Ann Jones	Scholastic Scrimmage HS	Altoona, IUO8	Fall 2019	General Fund	Budgeted item
Ann Jones	5th grade chorus	Martinsburg Home	Dec-19	General Fund	Budgeted item
Brian Dutchcot	Spanish Club	Pittsburgh, Pennsylvania	Last week of April or first week of May	Activity Fund	Students
Brian Frederick	Building Construction	Home Builders Show	Mar-18	General Fund	Budgeted item
Brian Frederick	Skills Team	Regional competition	January, 2020	Activity Fund, General Fund	Fundraising and Budget
Brian Frederick	Skills Team	State competition	April 19-20	Activity Fund, General Fund	Fundraising and Budget
Brian Frederick	Shooting Club	Sports Show	Feb-20	Activity Fund	Students
Brian Frederick	BCO Seniors	Fallingwater	Apr-20	Activity Fund, General Fund	Students
Christa Moyer	Honors Biology	Local Stream	TBD; Spring 2020	General Fund	Students
Christa Moyer	Honors Biology	Saint Francis University	TBD	General Fund	Students
Christa Moyer	Anatomy and Physiology II	Allegheny General Hospital	TBD; possibly the fall or spring time of the year	General Fund	Students
Christa Moyer	Anatomy and Physiology II	Drayer Physical Therapy	TBD: Spring 2020	General Fund	Students
Christa Moyer	Anatomy and Physiology I; Science E	Saint Francis University	TBD; November 2019	General Fund	Students
Christa Moyer; Tess Crawford	Honors Biology	PSU	TBD	General Fund	Students
Christa Moyer; Tess Crawford	Anatomy and Physiology I or II	Windber Research Institute;Conemaugh Hospital Johnstown	TBD through Mrs. Crawford	General Fund	Students
Garry Black	FBLA	Regional FBLA Competition	November, 2019	Activity Fund, General Fund	Students
Garry Black	FBLA	State FBLA Competition	April, 2020	Activity Fund, General Fund	Students
Garry Black	FBLA	Natioanl FBLA Competition	July, 2020	Activity Fund, General Fund	Students
Garry Black	FBLA	Sheetz Distribution	Fall 2019	Activity Fund	Students
Garry Black	Sports and Entertainment Marketing	Sportsman's	Winter 2019-2020	Activity Fund	Students

Joe Brumbaugh	3rd, 4th, 5th grade elementary class	Morrison's Cove Park Martinsburg	Nov-Dec-Jan 2019-2020	General Fund	Budgeted item
Kring and/or Over	FFA	PA Ski Resort	Feb or Mar 2020	Activity Fund	Students
Kring or Over	FFA	Altoona, Fall Leadership conference	Sept or Oct 2019	Activity Fund, General Fund	District and Fundraising
Kring or Over	FFA	PA Horse Expo	Feb-20	Activity Fund, General Fund	District and Fundraising
Kristi Musselman	MS Reaing Competition	Bedford Middle School	Thursday, March 26, 2020	General Fund	Budgeted item
Lucas Miller	Envirothon	Tenley Park, Everett	tbd (Early May)	General Fund	Budgeted item
Lucas Miller	Envirothon	Shawnee State Park	2-May	General Fund	Budgeted item
Mary Ellen Laird	6th Grade Envirothone	Shawnee State Park	May 1st	General Fund	Budgeted item
Mr. Barton	Current Issues	Unkonw, Spur of the Moment Trips	during the school year	Activity Fund	Students
Mr. Barton	Current Issues	Flight 93 Memorial Shanksville	Sept or Oct 2019	Activity Fund	Students
Mr. Barton	Grade 10 & 11	Washington DC	April, 2020	Activity Fund	Students/Foundation
Mr. Barton	Grade 9	Gettysburg	May, 2020	Activity Fund	Students/Foundation
Mr. Berry	Band	State Band - Poconos	April 22-25, 2020	Activity Fund, General Fund	Student payment for registration fee & lodging
Mr. Berry	Band	Region Band - Penns Valley	March 26-28, 2020	Activity Fund, General Fund	Student payment for registration fee & lodging
Mr. Berry	Band	County Band - Chestnut Ridge	Jan-20	Activity Fund, General Fund	Student payment for registration fee
Mr. Berry	Band	District Band Auditions - Portage	17-Nov-19	Activity Fund, General Fund	Student payment for registration fee
Mr. Berry	Band	District Band - Everett	February 13-15, 2020	Activity Fund, General Fund	Student payment for registration fee
Mr. Berry	Band	Away Football Games	TBA	General Fund	General Fund - Parades
Mr. Berry	Band	Parades	TBA	General Fund	General Fund - Parades
Mr. Berry & Mr. Keith	Music Department	Music in the Parks - Hershey	16-May-20	Activity Fund	Student payment for registration fee

Mr. Brett Keith	Junior High County Chorus	Tussey Mountain HS	10/23-24/2019	Activity Fund, General Fund	Student payment for registration fee
Mr. Brett Keith	Senior High County Chorus	Central High School	11/25-26/2019	Activity Fund, General Fund	Student payment for registration fee
Mr. Brett Keith	Senior High Chorus	Chestnut Ridge HS	10/20/2019	Activity Fund, General Fund	Student payment for registration fee
Mr. Brett Keith	Senior High Chorus	Forest Hills SH	1/16-18/2020	Activity Fund, General Fund	Student payment for registration fee
Mr. Brett Keith	Senior High County Chorus	Central Caambria HS	2/27-29/2019	Activity Fund, General Fund	Student payment for registration fee
Mr. Brett Keith	Senior High Chorus	Altoona Curve	4/30/2020	Activity Fund	Students
Mr. Dibert	Automotive	Skills USA Regional Competition	January, 2020	Activity Fund, General Fund	District and Fundraising
Mr. Dibert	Automotive	Skills USA State Competition	April, 2020	Activity Fund, General Fund	District and Fundraising
Mr. Dibert	Auto Club Students	Cars Show at Hershey Fall 2019	10/10/2019	Activity Fund	Students
Mr. Dibert	Auto Club Students	Hollidaysburg Veterans Home	Nov-19	Activity Fund	Students
Mr. Dibert	Auto Club Students	Hollidaysburg Veterans Home	April	Activity Fund	Students
Mr. Dibert	Auto Club Students	Cars at Carlisle Spring 2020	April	Activity Fund	Students
Mrs. Clouse	Archery Club	Regional and State Tournament	Spring 2020	Activity Fund	Fundraising
Mrs. Crawford	Youth Leadership Bedford County (YLBC)	Bedford County,various locations	9 trips; September 2019 to May 2020	General Fund	High School Budget
Mrs. Crawford	SADD	PA State SADD Conference, Seven Springs,	Nov-19	Activity Fund	SADD Treasury & Student payment
Mrs. Crawford	SADD	Bedford County SADD Conference, Breezewood, PA	Spring 2020	Activity Fund	SADD
Mrs. Crawford	SADD	SADD Trainings/Meetings - determined by county SADD	during the school year	Activity Fund	SADD Budget
Mrs. Crawford, Mrs. Swanseen	CEW Skills (formerly Career Planning)	Bedford County & various locations	during the school year	General Fund	Guidance Budget - Career Planning Trips

Mrs. Crawford, Mrs. Swanseen	Grade 10	Rotary Career Fair, Altoona, PA	Apr-20	General Fund	Guidance Budget - Career Planning Trips
Mrs. Crawford, Mrs. Swanseen	Grade 9	Business Showcase, Bedford Airport, Bedford, PA	Sep-19	General Fund	Guidance Budget - Career Planning Trips
Mrs. Crawford, Mrs. Swanseen	Juniors and Seniors	College Fair - Bedford Springs, Bedford, PA	10/1/2019	General Fund	Guidance Budget - Career Planning Trips
Mrs. Kring	Hort Classes	Local Hort businesses	2019-20 school year	General Fund	District Van
Mrs. Kring	Envirothon Teams	Shawnee State Park, Bedford County Envirothon	Apr-20	General Fund	Budgeted item
Mrs. Kring	Envirothon Teams	Tenley Park, Everett, PA	Apr-20	General Fund	Budgeted item
Mrs. Kring & Mr. Over	Hort, Ag, Science Students	Washington DC	May-20	Activity Fund	Students
Over and Kring	FFA	Central HS for Area Speech contest	Apr-20	Activity Fund, General Fund	Fundraising
Over and Kring	FFA	A Bedford County school for county speech contest	Mar-20	Activity Fund, General Fund	Fundraising
Over and Kring	FFA	Penn State FFA Activities Week State Contests	Jun-20	Activity Fund, General Fund	District and Fundraising
Over and Kring	MS and HS FFA	local farm for Holstein Field Day	Spring 2020	Activity Fund, General Fund	District and Fundraising
Over and Kring	FFA	local ag community	2019-20 school year	General Fund	District Van
Over and Kring	FFA	Harrisburg, PA for PA Farm Show	Jan-20	Activity Fund, General Fund	District and Fundraising
Over or Kring	FFA	Springfield MA for Big E	Sep-19	Activity Fund, General Fund	District and Fundraising
Over or Kring	FFA	PSU for Spring dairy and livestock judging	Mar-20	Activity Fund, General Fund	Fundraising
Over or Kring	FFA	Mechanicsburg, PA for regional FFA speech contest	Apr-20	Activity Fund, General Fund	Fundraising

Over or Kring	FFA	Harrisburg, All-American Dairy Judging Contest	Sep-19	Activity Fund, General Fund	Fundraising
Over or Kring	FFA	Harrisburg, PA for KILE livestock evaluation	Oct-19	Activity Fund, General Fund	Fundraising
Over or Kring	FFA	Harrisburg for State Legislative Leadership Conference	Mar-20	Activity Fund, General Fund	District and Fundraising
Over or Kring	FFA	Indianapolis, IN for National FFA Convention	Oct-19	Activity Fund, General Fund	District and Fundraising
Over or Kring	FFA	Harrisburg area for ACES FFA Conference	Feb-20	Activity Fund, General Fund	District and Fundraising
Pam Brown, Kristi Musselman	Reading Competition 5th and 6th grades	Bedford High School	March/April 2020	General Fund	Budgeted item

Northern Bedford County High School

2019-2020 Fundraisers Requests by group

Group	Date	Item	Proposed Expenditure	Anticipated Profit
Auto Club	Sept 18, 2019	Apple Dumplings; Gobs	Auto Club expenses	$1,000.00
Band	Sept -Nov 2019	Friday Night Football Concessions	Instruments, equipment, meals, refreshments, honor band sponsorship, music dept banquet, return borrowed money from music endowment	$5,600.00
Band	Fall 2019 Spring 2020	Banquets	Marching band meals, refreshments, band instruments, accessaries, uniforms, music department banquet, Hershey trip, registrations, band jackets, graduatin award.	$6,800.00
Band Front	May 11-22, 2020	Mariannas	Band Front Equipment	$500.00
Baseball	March 14, 2020	Chicken BBQ	Supplies & Equipment	$2,000.00
Boys Basketball	Oct 2019	Spirit Wear	PreGame Food	$600.00
Boys Basketball	Nov 4-15, 2019	CK Strombolis/	JH Shooting shirts; Banquet expenses;	$2,500.00
Boys Basketball	Dec , 2019	JH Tournament	Banquet expenses	$1,200.00
Boys Basketball	May-June 2020	Football Mania Tickets	Varsity WarmUps & possible JH WarmUps	$2,500.00
CEW grade 7 classes	TBD	TBD	Donations to benefit local person/organization	$0.00
Chorus	Oct 14-25, 2019	Spirit Wear	General Funds; Music expenses	$2,000.00
Chorus	Nov 4-15, 2019	Mariannas	General Funds; Music expenses	$1,500.00
Chorus	March 30-Apr10, 2020	PowerHouse Subs Apple Dumplings	General Funds; Music expenses	$1,000.00
Cross Country	July-Aug 2019	Spirit Wear	Entry Fees & Transportation expenses	$300.00
Cross Country	Saturday/Sunday Sept or Oct 2019	Hoss's Night	Entry Fees & Transportation expenses	$300.00
Cross Country	Sept 16-28, 2020	Gob Sales	Entry Fees & Transportation expenses	$500.00
Cross Country	May 16, 2020	Color Run	Entry Fees & Transportation expenses	$1,500.00
Cross Country	May 30 2020	Car Wash	Entry Fees & Transportation expenses	$300.00
Dance A Thon	Nov 4 - 15 2019	Bedford Candies	Dance A Thon Funds	$1,000.00
Dance A Thon	March 2020	Thon Egg Hunt	Dance A Thon Funds	$8,000.00
Dance A Thon	March 2-13 2020	Bedford Candies	Dance A Thon Funds	$1,000.00
Dance A Thon	April 9, 2020	Donations	Dance A Thon Funds	$20,000.00
FBLA	Sept 23-Oct 4, 2019	Garnders Candies	Regional/State membership dues	$800.00

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Northern Bedford County High School

2019-2020 Fundraisers Requests by group

Group	Date	Item	Proposed Expenditure	Anticipated Profit
FBLA	Nov 18-29, 2019	Krispy Kreme Donuts	Regional/State conference fees	$1,000.00
FBLA	Feb 3-14, 2020	Butter Braid	State Conference fees	$800.00
FBLA	April 6-17,2020	Subway Fundraiser Cards	State Conference fees	$800.00
FCCLA	Oct 7 - 18, 2019	CK Strombolis/ CinnaBuns	Fund Community projects; state & national dues	$250.00
FCCLA	Oct 29, 2018	Thanksgiving Food Drive	All food items & monies will be distributed to local families	$150.00
FCCLA	Nov 12-29, 2019	Bedford Candies	Fund Community projects; state & national dues	$300.00
FCCLA	Jan 27-Feb 7, 2020	Gardners	Fund Community projects; state & national dues	$384.00
FCCLA	March 23-Apr 3, 2020	Mariannas	Fund Community projects; state & national dues	$200.00
FFA	Sept 3 -13, 2019	CK Stromboli	FFA activities fee; National Convention Trip	$500.00
FFA	Sept 16 -27, 2019	Mariannas	FFA activities fee; National Convention Trip	$1,000.00
FFA	Oct 1 - 12, 2019	Meat Sticks	FFA expenses	$300.00
FFA	Nov 1-15, 2019	Citrus Fruit; Cheesecakes; PA Ag products	FFA Chapter expenses	$500.00
FFA	April 1-12, 2020	Mariannas	Pay for trip to State FFA contests	$500.00
Football	July 8, 2019	7 on 7 Tournament	Food; jerseys; 7 on 7 tourn; program ads; trophies, plaques	$1,000.00
Football	Aug 2019	Subway Fundraiser Cards	Food; jerseys; 7 on 7 tourn; program ads; trophies, plaques	$1,000.00
Football	Aug 24, 2019	Chicken BBQ	Jerseys; Food; 7 on 7; Banquet	$2,000.00
Football Cheerleaders	July 13, 2109	Car Wash	Cheer supplies - tshirts, Homecoming, …	$300.00
Football Cheerleaders	July 2020	Car Wash	Cheer supplies - tshirts, Homecoming, …	$500.00
Football Cheerleaders	July 29/30, 2019	Mini - Cheer (6pm-8pm)(Gr K-5)	Cheer supplies - tshirts, Homecoming, …	$500.00
Football Cheerleaders	July 27/28, 2020	Mini - Cheer (6pm-8pm)(Gr K-5)	Cheer supplies - tshirts, Homecoming, …	$500.00
Football Cheerleaders	Oct 21-31, 2019	Gardners Christmas Candy	Football cheer uniform funds	$500.00
Football Cheerleaders	April 27-May 8, 2020	Gardners Candy Bars & Gobs	Cheer clothing: sneaker, bows, spirit wear	$2,000.00
Girls Basketball	Oct 7-18, 2019	PowerHouse Subs	Team Shoes	$750.00
Girls Basketball	Nov 27-Dec 1 2019	Turnpike "Roadside Snacks"	Camps; Sr Gifts, Team Gifts, etc.	$5,000.00
Girls Basketball	Dec 2 - 13 2019	Krispy Kreme	2018 Shoot Out fees; Leagues	$900.00
Girls Basketball	June 6 2020	Shootout	Leagues; Reversibles; Camp; Trainer	$1,000.00
Hort Club	Year Long	Plants & Flowers	Club trip, community services, expenses	$2,000.00
Interact Club		Tshirts?		$0.00
MS Yearbook	Oct 1 - 18, 2019	Yankee Candle	Students earn credit toward yearbook	$0.00
NHS	Jan 6-17, 2020	PowerHouse subs/ Apple Dumplings	NHS certificates; organization donation	$200.00

Northern Bedford County High School

2019-2020 Fundraisers Requests by group

Group	Date	Item	Proposed Expenditure	Anticipated Profit
SADD/NHS/FCCLA	Fall TBD	MS Dance	Club activities/conferences	$300.00
SADD	Sept 9-20, 2019	Bedford Candies/Gobs	PA State SADD conference; Club expenses	$400.00
SADD	Dec 2019	Candy Grams	Angels Among Us donations	$50.00
Senior Project	September 7, 2019	Cross Country Race	Ian Sherlock senior project. Using NBCSD cross country course to host a fundraiser for Central PA Autism Society.	$1,000.00
Ski Club	Oct 1- 11, 2019	FireHouse Subs	Offset Ski Club Costs	$1,000.00
Soccer	Aug 2019	Apparel	MS soccer program expenses; banquet expenses; varsity team apparel	$500.00
Soccer	Sept 3-13, 2019	Ritchey's Dairy Tea & Ice Cream	MS soccer program expenses; banquet expenses; varsity team apparel	$500.00
Soccer	Oct 7-18,2019	Bedford Candies	MS soccer program expenses; banquet expenses; varsity team apparel	$500.00
Soccer	Oct ?, 2019	Pulled Pork Sandwiches Meal	MS soccer program expenses; banquet expenses; varsity team apparel	$2,000.00
Soccer	May/June 2020	Middle Dribble	MS soccer program expenses; banquet expenses; varsity team apparel	$1,000.00
Softball	Jan 13-24, 2020	Ye Olde Stickey Buns/Coffee Shop	New batting cage net Outfield Fence & Posts General Equipement (ie: balls, bases, pitching rubbers, field mix)	$2,600.00
Softball	March 2- 11, 2020	Team Made Hoagies	JH Field Improvements New batting cage net General Equipment	$1,500.00
Softball	March 23 - April 3, 2020	Gobs	JH Field Improvements New batting cage net General Equipment	$900.00
Softball	April 20 - May 1, 2020	Team Made Hoagies	JH Field Improvements New batting cage net General Equipment	$1,800.00
Track & Field	April 6-17, 2020	Mariannas	Uniforms	$1,500.00
Track & Field	April 2020	Apperal	Uniforms	$500.00
Varsity Club	Sept 30-Oct 11	Mariannas	Student earns jacket credits	$0.00
Volleyball	July-Aug 2019	Apparel	Tournaments, Banquet, Posters, Etc.	$500.00
Volleyball	Aug 26 - Sept 6, 2019	Potted Mums	Sr Night, Summer Leagues, Banquet, PSU Volleyball Game	$1,300.00
Volleyball	Sept 13-30, 2019	Powerhouse Subs	Team Pink Night Shirts; Banquet, Awards	$1,000.00
Volleyball	Sept-Oct, 2019	Concessions	Team Photos, Poster, Awards, Gifts, Etc.	$400.00
Winter Cheer	Nov 4-15, 2019	Gardners PB	Uniforms	$720.00
Winter Cheer	Dec 2019	Mini - Cheer	Uniforms	$300.00
Winter Cheer	Jan 6-17 2020	LG Bakery Gobs	Uniforms	$300.00
Wrestling/Mat Club	Aug 2019 - Jan 2019	Parents Gun Raffle	Year End Banquet	$3,500.00
Wrestling/Mat Club	Oct 14-Nov 8, 2019	Snack Basket Gobs	Summer Camps; Elem County Tourn Fees	$1,500.00

Northern Bedford County High School

2019-2020 Fundraisers Requests by group

Group	Date	Item	Proposed Expenditure	Anticipated Profit
Wrestling/Mat Club	Dec 18 - Jan 1.	Mariannas	Wrestling Mat Storage Bags; First Aid Back Packs; Varisty Tourn Expense	$1,800.00
Wrestling/Mat Club	Jan 4, 2020	Elem Tourn	Districts, Regionals, States, awards	$3,000.00
Wrestling/Mat Club	TBD	Hoss's Night	JH Dual Meets	$400.00
			APPROXIMATE PROFIT	**$116,504.00**

**** Other class or group requests, planned to support/enrich the educational program, as approved by administration.

ELEMENTARY PTO FUNDRAISERS -- 2019/20

Spirit Gear Sale	September 2019
Exercise-A-Thon	February 2020
Box Top Blitz	October 2019
Box Top Blitz	January 2020
Box Top Blitz	April 2020
Scholastic Book Fair	November 2019
Scholastic Book Fair - Buy One Get One	May 2020
Elementary Cook Book	Sell remaining cookbooks whenever permitted

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NORTHERN BEDFORD COUNTY SCHOOL DISTRICT
ATHLETIC TICKET PRICES
2019-20

VARSITY SPORTS
Adults $5
Students $3

JH SPORTS
Adults $2
Students $1

Season Tickets can be purchased at the NBCSD Business Office.
Season Tickets per Varsity Sport Vary
(# of home contests – 1) * $5 = Cost

All-Sports Pass
Good for every admission event for entire school year
$80

Senior NBCSD Resident Pass
Good for all admission events – Must be 65 years old and a resident of NBCSD
(Present drivers license at time of purchase)
$20

***Admission is charged for all indoor events while Outdoor admission is charged ONLY in the Stadium and when the lights are utilized**

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SHOW YOUR PANTHER PRIDE

Sponsorship valid for all 2019 NBC football home games. All proceeds benefit NBC Athletics

$350 for season include:

- 2 Business mentions during each home game—Live stream and stadium announcer
- 1 Ad on Only in the Cove prior to each home game
- Business link shared on OITC Webpage during 2019 football season
- 2 Season passes to 2019 NBC home football games

$125 per game ($150 per rivalry game) includes:

- 1 Business mention during the home game of your choice—Live stream and stadium announcer
- 1 Ad on Only in the Cove prior to home game
- Business link shared on OITC Webpage during 2019 football season
- 4 Single passes to one home game at NBC

$75 per game ($100 per rivalry game) includes:

- 1 Business mention during the home game of your choice—Live stream and stadium announcer
- Business link shared on OITC Webpage during 2019 football season

Checks must be received by Wednesday prior to the game. Please mail to: Northern Bedford County School District Business Office, 152 NBC Drive, Loysburg, Pa 16659. Please make checks payable to NBCSD.

All NBC home games will be recorded. No refunds will be given for technical internet streaming issues.

Thur. Aug. 29	Southern Huntingdon	Home 6:30
Fri. Sep. 20	Everett (RIVAL)	Home 7:00
Fri. Sep. 27	Bellwood*	Home 7:00
Fri. Oct. 18	West Branch	Home 7:00
Fri. Oct. 25	Glendale**	Home 7:00

NOT NECESSARILY RIVALS BUT GENERATE AN AUDIENCE

*Homecoming

**Senior Night

2019 – 2020 Elementary/Middle/High School Student Handbook Proposed Changes

TOPIC	STATEMENT	ES/MS/HS
Student Parking	Students parking without authorization are subject to the following penalties: • First Offense: 2 demerits, 2 detentions, 60-day restriction from parking at school. • Second Offense: 4 demerits, 4 detentions, 1-year restriction from parking at school. • Third Offense: 6 demerits, 6 detentions, permanent restriction from parking at school.	HS
Grade Level Promotion	**Grade Level Promotion Requirements** - To be promoted to the next grade level, the following cumulative credit totals must be met: Grade 10: 6 Credits must be earned by the end of 9th grade. Grade 11: 13 Credits must be earned by the end of 10th grade. Grade 12: 20 Credits must be earned by the end of 11th grade. The following criteria will guide the grade promotion process: • Students who fail to meet these requirements will initially be retained. • Students and parents will be provided with information regarding remediation courses and credit options from the school counselors. These options are usually in the form of completing summer school at area schools and/or completing online remediation courses by school-approved providers. • If a student completes and passes the necessary remediation coursework to make-up the failed credits, they will advance to the next grade level. • If a student does not complete or pass the necessary remediation coursework, then they will be retained in the previous grade.	HS
Health Services	1. The school nurse or other administratively approved personnel is responsible to administer medication.	ES/MS/HS

Bullying	The NBC Elementary School utilizes the School-wide PBIS Bully Prevention Model. School-wide PBIS begins with the premise that all students should have access to supports to prevent the development and occurrence of problem behavior, including bullying behavior. To avoid stigmatizing any student, school-wide PBIS emphasizes what a student does and where it occurs. Instead of negatively labeling a student as a bully, victim, perpetrator, or aggressor, the emphasis is on labeling what the student does, for example, name-calling, teasing, intimidation, verbal aggression, and cyber-harassment. Bullying behavior is always described in the context or setting in which it occurs, for example, cyberspace, hallway, dance, field trip, bus, or other "setting." From a school-wide PBIS perspective, successful prevention of bullying behavior is linked directly to teaching (a) what bullying looks like, (b) what to do before and when bullying behavior is observed, (c) how to teach others what to do, and (d) how to establish a positive and preventive environment that reduces the effectiveness of bullying behavior.	ES

2019 – 2020 Coaches Handbook Proposed Changes

TOPIC	DESCRIPTION	HS
Emergency Response Procedures Guide (ERPG)	An Emergency Response Procedures Guide (ERPG) is provided for each instructional area. This guide is a summary of the larger district-wide Emergency Operations Plan. It is your responsibility to be familiar with the procedures within the ERPG in the event an emergency arises.	HS
Lightning Safety Rules	**LIGHTNING SAFETY RULES** All thunderstorms produce lightning, by definition. If you can hear thunder, you are close enough to the storm to be struck. Move inside. It doesn't have to be raining yet since lightning can strike 10 to 15 miles away from the rain portion of the storm. These lightning strikes come out of the upper portions of the thunderstorm cloud which extends 5 to 10 miles into the atmosphere. Procedures: 1. If you are outdoors and see lightening/hear thunder, return indoors and notify the trainer/office 2. Wait AT LEAST 30 minutes after last lightning seen or thunder heard to resume outdoor activities 3. If at minute 25, you see / hear more activity, start the count over 4. Do NOT rely on clear sky, lack of rainfall 5. Even if storm moved on, lightning risk may remain because storm can be miles from lightning 6. Do not shorten the 30-minute rule 7. Do not resume any outdoor activities if any threat remains	HS

AGREEMENT

This Agreement is made this ___ day of August, 2019, by and between the NORTHERN BEDFORD COUNTY SCHOOL DISTRICT ("District") and LEIDY TRANSPORTATION, LLC, ("Contractor").

WHEREAS, District and Contractor are parties to an agreement dated January 13, 2015, by which Contractor provides transportation services to District students through the conclusion of the 2019-2020 school year (the "Agreement"); and

WHEREAS, the Agreement provides for compensation to Contractor based on a particular formula; and

WHEREAS, District has considered reducing the number of bus routes, including at least two routes currently assigned to Contractor; and

WHEREAS, the Parties have engaged in discussions that would allow District to reduce the number of bus routes by one only;

NOW, THEREFORE, intending to be legally bound hereby, the Parties hereto agree as follows:

1. District will assign Contractor one less route for the 2019-2020 school year as had been assigned in the 2018-2019 school year.
2. In consideration for District reducing the number of routes assigned to Contractor by one only, the Contractor will agree to modify the compensation described in the Agreement, effective immediately, so that Contractor no longer will be entitled to compensation for those miles traveled in the between the bus depot and the Northern Bedford County School District for that bus route.
3. Nothing in this Agreement shall limit District's ability to claim state reimbursement for appropriate transportation. Also, nothing in this Agreement shall alter any other term of the Agreement except as explicitly described herein.
4. Both parties acknowledge that the undersigned individual has been authorized by their respective entity to sign this Agreement with binding effect on their Party.

IN WITNESS WHEREOF, the parties above named have hereto set their hands and seals the day and year aforesaid.

LEIDY TRANSPORTATION, LLC

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

AGREEMENT

This Agreement is made this ___ day of August, 2019, by and between the NORTHERN BEDFORD COUNTY SCHOOL DISTRICT ("District") and CARBAUGH TRANSPORTATION, LLC, ("Contractor").

WHEREAS, District and Contractor are parties to an agreement dated January 13, 2015, by which Contractor provides transportation services to District students through the conclusion of the 2019-2020 school year (the "Agreement"); and

WHEREAS, the Agreement provides for compensation to Contractor based on a particular formula; and

WHEREAS, that particular formula adjusts compensation for newer aged buses; and

WHEREAS, the district has adjusted compensation accordingly;

NOW, THEREFORE, intending to be legally bound hereby, the Parties hereto agree as follows:

1. District will adjust compensation for a newer aged bus to the Contractor accordingly provided the Contractor communicates said intent **and** the district agrees to the terms of the adjustment prior to the purchase of bus.
2. This agreement shall expire upon approval of a new transportation contract.
3. Nothing in this Agreement shall limit District's ability to claim state reimbursement for appropriate transportation. Also, nothing in this Agreement shall alter any other term of the Agreement except as explicitly described herein.
4. Both parties acknowledge that the undersigned individual has been authorized by their respective entity to sign this Agreement with binding effect on their Party.

IN WITNESS WHEREOF, the parties above named have hereto set their hands and seals the day and year aforesaid.

CARBAUGH TRANSPORTATION, LLC

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

AGREEMENT

This Agreement is made this ___ day of August, 2019, by and between the NORTHERN BEDFORD COUNTY SCHOOL DISTRICT ("District") and LEIDY TRANSPORTATION LLC, ("Contractor").

WHEREAS, District and Contractor are parties to an agreement dated January 13, 2015, by which Contractor provides transportation services to District students through the conclusion of the 2019-2020 school year (the "Agreement"); and

WHEREAS, the Agreement provides for compensation to Contractor based on a particular formula; and

WHEREAS, that particular formula adjusts compensation for newer aged buses; and

WHEREAS, the district has adjusted compensation accordingly;

NOW, THEREFORE, intending to be legally bound hereby, the Parties hereto agree as follows:

5. District will adjust compensation for a newer aged bus to the Contractor accordingly provided the Contractor communicates said intent **and** the district agrees to the terms of the adjustment prior to the purchase of bus.
6. This agreement shall expire upon approval of a new transportation contract.
7. Nothing in this Agreement shall limit District's ability to claim state reimbursement for appropriate transportation. Also, nothing in this Agreement shall alter any other term of the Agreement except as explicitly described herein.
8. Both parties acknowledge that the undersigned individual has been authorized by their respective entity to sign this Agreement with binding effect on their Party.

IN WITNESS WHEREOF, the parties above named have hereto set their hands and seals the day and year aforesaid.

CARBAUGH TRANSPORTATION, LLC

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 06/19/2019 To Date: 08/13/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
2NDGEAR					
	60180	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$7,199.12
A/CAPA					
	60116	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	DUES AND FEES	$70.00
ACER FINANCIAL					
	60181	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$18,495.04
Advance Auto Parts #5345					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$42.90
AGORA CYBER CHARTER SCHOOL					
	60117	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$1,072.45
	60182	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$1,072.46
			Total for AGORA CYBER CHARTER SCHOOL		$2,144.91
ALTERNATIVE BUSINESS EQUIPMENT					
	60183	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	RENTAL EQUIPT	$699.00
ALTOONA MIRROR					
	60184	GENERAL FUND	BOARD SERVICES	ADVERTISING	$386.32
	60184	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PERIODICALS	$218.40
	60184	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	PERIODICALS	$218.40
			Total for ALTOONA MIRROR		$823.12
AMAZON MKTPLACE PMTS					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$2,316.87
AMERICAN UNITED LIFE INSURANCE CO					
	60118	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	LIFE INSURANCE	$627.82
	60185	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	LIFE INSURANCE	$620.80
			Total for AMERICAN UNITED LIFE INSURANCE CO		$1,248.62
APPALACHIA INTERMEDIATE UNIT 08					
	60119	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$6,868.07

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 06/19/2019 To Date: 08/13/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60186	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$7,009.87
			Total for APPALACHIA INTERMEDIATE UNIT 08		$13,877.94
APPLE INC. EDUCATION					
	60187	GENERAL FUND	LEARNING SUPPORT - PUBLIC	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$798.00
	60187	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$11,820.00
			Total for APPLE INC. EDUCATION		$12,618.00
AWARD EMBLEM MFG. CO, INC					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$79.60
BEDFORD AREA SCHOOL DISTRICT					
	60188	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$1,575.00
BEDFORD CO BOARD OF ASSESSMENT					
	60189	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$2,762.80
BEDFORD GAZETTE					
	60120	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PERIODICALS	$106.00
	60120	GENERAL FUND	SCHOOL LIBRARY SERVICES	PERIODICALS	$106.00
			Total for BEDFORD GAZETTE		$212.00
BEDFORD SOMERSET HEALTH CONSORTIUM					
	0	GENERAL FUND	FEDERALLY FUNDED REGULAR PROGRAMS	MEDICAL INSURANCE	$502.95
	0	GENERAL FUND	FEDERALLY FUNDED REGULAR PROGRAMS	REGULAR SALARIES	$502.95
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	MEDICAL INSURANCE	$4,387.49
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB HEALTH PREMIUMS	$8,670.04
	0	GENERAL FUND	LEARNING SUPPORT - PUBLIC	MEDICAL INSURANCE	$2,011.80
	0	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	MEDICAL INSURANCE	$502.95
	0	GENERAL FUND	NURSING SERVICES	MEDICAL INSURANCE	$502.95
	0	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	MEDICAL INSURANCE	$3,326.30
	0	GENERAL FUND	OPERATION OF BUILDING SERVICE	MEDICAL INSURANCE	$8,527.60

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Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	MEDICAL INSURANCE	$217,049.00
	0	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	($559.26)
			Total for BEDFORD SOMERSET HEALTH CONSORTIUM		$245,424.77
BEVERLY RITCHEY					
	60190	GENERAL FUND	TAX ASSESSMT COLLECTN SERVICE	POSTAGE	$420.60
BOATHOUSE SPORTS					
	60112	GENERAL FUND	ATHLETICS	UNIFORMS	$2,970.55
BRADLEY GOLDSMITH LAW LLC					
	60096	GENERAL FUND	BOARD SERVICES	JUDGEMENTS AGAINST THE LEA	$20,000.00
BRENNAN, ASHLEY A					
	0	GENERAL FUND	LEARNING SUPPORT - PUBLIC	TRAVEL/EXPENSES	$289.42
CARBAUGH BUS LLC					
	0	GENERAL FUND	STUDENT ACTIVITIES	STUD TRANS SERV OTHR SOURCES	$124.80
	0	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$1,614.90
			Total for CARBAUGH BUS LLC		$1,739.70
CAROLINA BIOLOGICAL SUPPLY COMPANY					
	60191	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$1,498.79
CDW-G LLC					
	60192	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$369.33
CENGAGE LEARNING					
	60193	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TEXTBOOKS	$2,139.50
CENTRAL CAMBRIA SCHOOL DISTRICT					
	60194	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$7,751.08
CENTRAL PA DIGITAL LEARNING FOUNDATION					
	60121	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$102.94
CENTRE COMMUNICATIONS					

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60195	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$275.00
CENTURYLINK					
	60157	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$961.96
CHARTIERS VALLEY SCHOOL DISTRICT					
	60122	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$470.48
	60196	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TUITION - OTHER	$2,352.40
			Total for CHARTIERS VALLEY SCHOOL DISTRICT		$2,822.88
CHESTNUT RIDGE SCHOOL DISTRICT					
	60197	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$22,450.68
CM REGENT, LLC					
	60123	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	INCOME PROTECTION INSURANCE	$709.94
	60198	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	INCOME PROTECTION INSURANCE	$698.21
			Total for CM REGENT, LLC		$1,408.15
COLORADO CENTRAL TELECOM					
	60124	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPORT OF LEA'S TECH PLAN	$3,000.00
Comodo Ca Limited					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$79.00
COMPUTER RESOURCES LLC					
	60097	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$11,695.00
	60199	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$1,597.05
			Total for COMPUTER RESOURCES LLC		$13,292.05
CONTRACT PAPER GROUP INC					
	60200	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$0.00
	60200	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	SUPPLIES	$431.13
	60200	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	SUPPLIES	$0.00
			Total for CONTRACT PAPER GROUP INC		$431.13

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
CORLE'S PRINTING					
	60201	GENERAL FUND	ATHLETICS	SUPPLIES	$22.06
	60201	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$165.00
	60201	GENERAL FUND	NURSING SERVICES	SUPPLIES	$120.00
	60201	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	SUPPLIES	$142.50
	60201	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	SUPPLIES	$22.50
			Total for CORLE'S PRINTING		$472.06
COVE LUMBER					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$1,195.61
CRESTGOOD					
	60202	GENERAL FUND	OPERATION OF BUILDING SERVICE	Undesignated	$954.00
CROWN BENEFITS ADMINISTRATION					
	60125	GENERAL FUND	INSTRUCTIONAL PROGRAMS	DENTAL INSURANCE	($58.20)
	60125	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB VISION/DENTAL PREMIUMS	$61.74
	60203	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB VISION/DENTAL PREMIUMS	$61.74
			Total for CROWN BENEFITS ADMINISTRATION		$65.28
DELTA DENTAL OF PA					
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	DENTAL INSURANCE	$15,800.00
Dkg Auto Repair & Fab					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$686.35
DOLLAR GENERAL #11685					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$31.50
DOLLAR-GENERAL #1931					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$100.00
Dollar-General #4484					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$55.70
Dominos 4761					

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$72.29
DRY RIDGE JOHN'S					
	60098	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$450.00
ECM SERVICE AGENCY INC					
	60126	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	BONDING INSURANCE	$453.00
EDMENTUM					
	60204	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$11,592.56
EDUCATORS PUBLISHING SERVICE					
	60205	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TEXTBOOKS	$671.33
EVERETT AREA SCHOOL DISTRICT					
	60127	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$7,790.99
FANELLI WILLETT LAW OFFICES					
	60128	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$753.00
	60206	GENERAL FUND	LEGAL SERVICES	OTHER PROFESSIONAL SERVICES	$639.00
			Total for FANELLI WILLETT LAW OFFICES		$1,392.00
FEIGHT, ELIZABETH					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$955.50
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$1,092.00
			Total for FEIGHT, ELIZABETH		$2,047.50
FISHER, LAURA					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$1,722.00
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$273.00
			Total for FISHER, LAURA		$1,995.00
FISHERS COUNTRY STORE					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$17.06
FISHERTOWN COUNTRY					

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$5.70
FLINN SCIENTIFIC					
	60129	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$1,960.39
	60207	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$22.95
			Total for FLINN SCIENTIFIC		$1,983.34
FLORISTS' REVIEW					
	60158	GENERAL FUND	AGRICULTURE/HORTICULTURE	PERIODICALS	$41.95
FOLLETT SCHOOL SOLUTIONS					
	60130	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$549.60
	60130	GENERAL FUND	SCHOOL LIBRARY SERVICES	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$1,525.34
			Total for FOLLETT SCHOOL SOLUTIONS		$2,074.94
GARTLAND, MICHAELA M					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TUITION REIMBURSEMENT	$1,200.00
GIANT EAGLE					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$33.42
GOCHNOUR, CAROL					
	0	GENERAL FUND	INST PROF DEV SVS-CERT STAFF	TUITION REIMBURSEMENT	$1,200.00
HETZER, JENNIE M					
	0	GENERAL FUND	HOMEBOUND INSTRUCTION	TRAVEL/EXPENSES	$3.94
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$19.72
			Total for HETZER, JENNIE M		$23.66
HIGHMARK EDI					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	MEDICAL INSURANCE	$186.93
	0	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$99.65
			Total for HIGHMARK EDI		$286.58
HSLC					

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60131	GENERAL FUND	SCHOOL LIBRARY SERVICES	SUPPLIES	$295.00
INFOCON CORPORATION					
	60208	GENERAL FUND	TAX ASSESSMT COLLECTN SERVICE	OTHER PROFESSIONAL SERVICES	$2,015.58
INTERSTATE TAX SERVICE INC					
	60132	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$191.52
J. C. EHRLICH CO INC					
	60104	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$221.00
J.C.EHRLICH CO., INC					
	60209	GENERAL FUND	OPERATION OF BUILDING SERVICE	EXTERMINATION SERVICES	$221.00
JANITORS SUPPLY INC					
	60133	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$1,377.43
	60210	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$287.00
			Total for JANITORS SUPPLY INC		$1,664.43
KLINE, DAVID W					
	0	GENERAL FUND	ACCRUED SALARIES AND BENEFITS	Undesignated	$230.00
KRING, KAY M					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$245.92
KURTZ BROS					
	60134	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$45.18
	60211	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$10,801.09
			Total for KURTZ BROS		$10,846.27
Lake Tobias Wildlife Par					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$886.50
LANCASTER FARMING					
	60159	GENERAL FUND	AGRICULTURE/HORTICULTURE	PERIODICALS	$53.00
LEADER SERVICES					
	60160	GENERAL FUND	LEARNING SUPPORT - PUBLIC	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$4,401.00

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Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
LEARNING LAMP					
	60135	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$442.86
	60212	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$637.45
	60212	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$3,164.44
			Total for LEARNING LAMP		$4,244.75
LEIDY TRANSPORTATION LLC					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$3,239.08
Lexia Learning Sys Inc					
	60136	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$1,800.00
LIBERTY FIRE SOLUTIONS, LLC					
	60137	GENERAL FUND	OPERATION OF BUILDING SERVICE	REPAIRS/MAINTENANCE EQUIPMENT	$1,319.20
MARTIN OIL COMPANY					
	60105	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$175.20
	60213	GENERAL FUND	VEHICLE OPER/MAINT SERVICES	GASOLINE	$40.75
			Total for MARTIN OIL COMPANY		$215.95
MARTIN, ABIGAIL D					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TUITION REIMBURSEMENT	$2,400.00
MATHESON TRI-GAS INC					
	60138	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$188.10
	60214	GENERAL FUND	AGRICULTURE/HORTICULTURE	SUPPLIES	$97.03
	60214	GENERAL FUND	TRADE AND INDUSTRIAL EDUCATIO	SUPPLIES	$97.04
			Total for MATHESON TRI-GAS INC		$382.17
MAXWELL TRANSPORTATION INC					
	60215	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$1,932.27
MCANDREWS LAW OFFICES, P.C.					
	60099	GENERAL FUND	BOARD SERVICES	JUDGEMENTS AGAINST THE LEA	$10,000.00
MEDCO SUPPLY COMPANY					

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60113	GENERAL FUND	ATHLETICS	SUPPLIES	$1,118.45
	60169	GENERAL FUND	ATHLETICS	SUPPLIES	$16.51
			Total for MEDCO SUPPLY COMPANY		$1,134.96
MELLOTT, DEBORAH L					
	0	GENERAL FUND	TAX ASSESSMT COLLECTN SERVICE	POSTAGE	$665.55
MELLOTT, SHIRLEY ANN					
	0	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$100.00
	0	GENERAL FUND	TAX ASSESSMT COLLECTN SERVICE	POSTAGE	$996.85
			Total for MELLOTT, SHIRLEY ANN		$1,096.85
MERAKEY PENNSYLVANIA					
	60216	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$2,152.80
MID-STATE REGION PASBO					
	60139	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	DUES AND FEES	$25.00
MORRISONS COVE HERALD					
	60140	GENERAL FUND	BOARD SERVICES	ADVERTISING	$88.17
	60140	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	PERIODICALS	$38.00
	60140	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$212.86
			Total for MORRISONS COVE HERALD		$339.03
NASCO-FORT ATKINSON					
	60217	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$507.14
NASP ONLINE					
	60141	GENERAL FUND	INSTRUCTIONAL PROGRAMS	DUES AND FEES	$0.00
NASSP					
	60156	GENERAL FUND	INSTRUCTIONAL PROGRAMS	DUES AND FEES	$385.00
NEW ENTERPRISE RURAL ELECTRIC					
	60106	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$4,678.50

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60218	GENERAL FUND	OPERATION OF BUILDING SERVICE	ELECTRICITY	$3,885.50
			Total for NEW ENTERPRISE RURAL ELECTRIC		$8,564.00
Northland Bowl					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$130.00
O'DELLICK, MICHAEL C					
	0	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	TUITION REIMBURSEMENT	$2,694.00
OVER, JAMES I					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$88.16
PACTA					
	60142	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	DUES AND FEES	$175.00
PAR, INC					
	60143	GENERAL FUND	PSYCHOLOGICAL SERVICES	SUPPLIES	$1,198.80
PENELEC					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$4,825.90
PENNA UNEMPLOYMENT COMPENSATION					
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	UNEMPLOYMENT COMPENSATION	$1,217.52
PENNSYLVANIA CYBER CHARTER SCHOOL					
	60219	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$4,997.63
Pesi Inc					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$199.99
PIAA					
	60170	GENERAL FUND	ATHLETICS	SUPPLIES	$10.00
PIAA, INC					
	60114	GENERAL FUND	ATHLETICS	SUPPLIES	$202.50
PORTA PHONE					
	60171	GENERAL FUND	ATHLETICS	UNIFORMS	$2,088.70
POSITIVE PROMOTIONS					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	($26.45)

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Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
PRESSLEY RIDGE					
	60220	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$2,200.00
PSBA					
	60144	GENERAL FUND	BOARD SERVICES	DUES AND FEES	$6,143.53
PSFCA					
	60172	GENERAL FUND	ATHLETICS	DUES AND FEES	$50.00
PUBLISHERS PARTNERSHIP SERVICES					
	60221	GENERAL FUND	BUILDING CONTRUCTION OCC	PERIODICALS	$24.98
REACH CYBER CHARTER SCHOOL					
	60145	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$2,144.91
RENAISSANCE LEARNING					
	60146	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$4,379.00
RESOURCES FOR EDUCATORS					
	60161	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	TEXTBOOKS	$249.00
RICOH USA, INC					
	60100	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$27.90
	60107	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$172.65
	60162	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$21.88
	60162	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$3.86
	60222	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$11.59
	60222	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$83.02
	60222	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$14.65
	60222	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$65.66
			Total for RICOH USA, INC		$401.21
RIDDELL					
	60115	GENERAL FUND	ATHLETICS	SUPPLIES	$1,461.95
	60115	GENERAL FUND	ATHLETICS	UNIFORMS	$1,436.07
			Total for RIDDELL		$2,898.02

RIGHT RESPONSE LLC					
	60223	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$3,802.00
SAM'S CLUB/SYNCHRONY BANK					
	60224	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$106.98
SAXTON MARKET					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$31.28
SCHOLASTIC INC.					
	60225	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PERIODICALS	$3,197.37
	60225	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TEXTBOOKS	$670.20
	60225	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PERIODICALS	$93.39
	60225	GENERAL FUND	SCHOOL LIBRARY SERVICES	PERIODICALS	$197.78
			Total for SCHOLASTIC INC.		$4,158.74
SCHOOL SPECIALITY					
	60147	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$535.00
SCHOOLMATE					
	60226	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$760.25
	60226	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	SUPPLIES	$0.00
			Total for SCHOOLMATE		$760.25
SEL-LO OIL INC.					
	60176	GENERAL FUND	OPERATION OF BUILDING SERVICE	OIL	$3,821.40
SNOWBERGER, KRISTINA					
	60177	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$5,200.00
SNYDER, STARLA J					
	60148	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$59.16
SOCCER.COM					
	60178	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$1,708.14
SOUTH WOODBURY TOWNSHIP					
	60149	GENERAL FUND	OPERATION OF BUILDING SERVICE	WATER/SEWAGE	$2,040.00

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60227	GENERAL FUND	OPERATION OF BUILDING SERVICE	WATER/SEWAGE	$2,040.00
			Total for SOUTH WOODBURY TOWNSHIP		$4,080.00
SPANGLER SCALE SALES & SERVICE INC					
	60108	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$305.50
SPORTSMANS					
	60173	GENERAL FUND	ATHLETICS	SUPPLIES	$1,109.55
SUBURBAN PROPANE					
	60109	GENERAL FUND	OPERATION OF BUILDING SERVICE	BOTTLED GAS	$10.60
	60228	GENERAL FUND	OPERATION OF BUILDING SERVICE	BOTTLED GAS	$309.18
			Total for SUBURBAN PROPANE		$319.78
Subway 03380383					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$123.49
TEETER GROUP					
	60150	GENERAL FUND	BOARD SERVICES	OTHER INSURANCE	$7,241.00
	60150	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$34,721.00
	60150	GENERAL FUND	OPERATION OF BUILDING SERVICE	FIRE INSURANCE	$32,622.00
	60150	GENERAL FUND	OPERATION OF BUILDING SERVICE	GEN'L PROPTY/LIABLTY INSURNCE	$26,994.00
	60150	GENERAL FUND	VEHICLE OPER/MAINT SERVICES	AUTOMOTIVE LIABILITY INSURANC	$4,873.00
			Total for TEETER GROUP		$106,451.00
THE HITE COMPANY					
	60229	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$1,770.60
TOUCHBOARDS.COM					
	60230	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$2,902.91
TOUCHTONE COMMUNICATIONS					
	60163	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$21.11
	60231	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$20.02
			Total for TOUCHTONE COMMUNICATIONS		$41.13

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 06/19/2019 To Date: 08/13/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
TUSSEY MOUNTAIN SCHOOL DISTRICT					
	60151	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$5,280.93
TYLER TECHNOLOGIES					
	60152	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$3,000.00
	60232	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$14,876.00
			Total for TYLER TECHNOLOGIES		$17,876.00
UNITED DATACOM NETWORKS, INC.					
	60233	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$3,180.00
	60233	GENERAL FUND	SYSTEM-WIDE TECHNOLOGY SERVICE	SUPPORT OF LEA'S TECH PLAN	$167.50
			Total for UNITED DATACOM NETWORKS, INC.		$3,347.50
UNITED STATES TREASURY					
	60153	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$559.26
VERIZON WIRELESS					
	60110	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$12.42
	60234	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$12.61
			Total for VERIZON WIRELESS		$25.03
VOLKWEIN BROS INC PITTSBU					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$1,212.00
WALMART #4348					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$16.56
WARD'S SCIENCE					
	60235	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$980.40
WATERSIDE-LOYSBURG WATER SUPPLY					
	60164	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$395.94
WEAVER'S SANITATION SVC, INC					
	60154	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$810.00

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 06/19/2019 To Date: 08/13/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60236	GENERAL FUND	OPERATION OF BUILDING SERVICE	DISPOSAL SERVICES	$810.00
			Total for WEAVER'S SANITATION SVC, INC		$1,620.00
WEIS MARKETS 140					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$64.40
WELLS FARGO VENDOR					
	60111	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$49.88
	60111	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$847.86
	60111	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$149.64
	60111	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$282.62
	60237	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$49.88
	60237	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$847.86
	60237	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$149.64
	60237	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$282.62
			Total for WELLS FARGO VENDOR		$2,660.00
WEX BANK					
	60155	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$202.01
	60238	GENERAL FUND	VEHICLE OPER/MAINT SERVICES	GASOLINE	$50.71
			Total for WEX BANK		$252.72
WM SUPERCENTR #4348					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$155.86
ZIMMERMAN S HARDWARE					
	0	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$40.47
			Total for GENERAL FUND		$714,025.62

Fund: 51 FOOD SERVICE

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
CROWN BENEFITS ADMINISTRATION					
	60125	FOOD SERVICE	PAYROLL DEDUCT. & WITHHOLDINGS	EYE CARE INSURANCE	$1,381.36

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 06/19/2019 To Date: 08/13/2019

Fund: 51 FOOD SERVICE

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60203	FOOD SERVICE	PAYROLL DEDUCT. & WITHHOLDINGS	EYE CARE INSURANCE	$1,328.88
			Total for CROWN BENEFITS ADMINISTRATION		$2,710.24
			Total for FOOD SERVICE		$2,710.24

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
AUTO CONNECTION					
	38906	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$338.24
FORT PIPER PRINTS					
	38907	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$881.25
J.W. PEPPER					
	38908	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$99.57
VOLKWEIN BROS INC PITTSBU					
	38904	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$1,379.50
WALMART COMMUNITY/SYNCB					
	38905	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$189.87
			Total for ACTIVITY FUND		$2,888.43
				Grand Total:	$719,624.29

Recap for FUND for GENERAL FUND

10	GENERAL FUND	$714,025.62
51	FOOD SERVICE	$2,710.24
81	ACTIVITY FUND	$2,888.43

End of Report

General Ledger - FUND 10 - MAJOR OBJECT ONLY

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:7/31/2019

FUND / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
10 - GENERAL FUND						
100 - PERSONAL SERVICES - SALARIES	$6,119,602.95	($225,468.71)	($225,468.71)	$5,842,418.47	$502,653.19	8.21%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$4,326,658.62	$153,089.50	$153,089.50	$3,971,231.66	$202,337.46	4.68%
300 - PURCH PROFESS/TECH SERVICES	$581,679.95	$5,869.02	$5,869.02	$0.00	$575,810.93	98.99%
400 - PURCHASED PROPERTY SERVICES	$146,763.00	$4,725.54	$4,725.54	$3,351.00	$138,686.46	94.50%
500 - OTHER PURCHASED SERVICES	$1,475,964.79	$78,116.83	$78,116.83	$0.00	$1,397,847.96	94.71%
600 - SUPPLIES	$717,109.50	$38,711.54	$38,711.54	$107,212.05	$571,185.91	79.65%
700 - PROPERTY	$107,050.01	$2,088.70	$2,088.70	$0.00	$104,961.31	98.05%
800 - OTHER OBJECTS	$333,254.75	$36,227.53	$36,227.53	$1,200.00	$295,827.22	88.77%
900 - OTHER FINANCING USES	$552,243.75	$0.00	$0.00	$0.00	$552,243.75	100.00%
10 - GENERAL FUND Total:	$14,360,327.32	$93,359.95	$93,359.95	$9,925,413.18	$4,341,554.19	30.23%
Grand Total:	$14,360,327.32	$93,359.95	$93,359.95	$9,925,413.18	$4,341,554.19	30.23%

End of Report

General Ledger - FUND 10 MAJOR FUNCTION MAJOR OBJECT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:7/31/2019

FUND / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
10 - GENERAL FUND						
1000 - INSTRUCTION						
100 - PERSONAL SERVICES - SALARIES	$4,445,777.54	($293,665.38)	($293,665.38)	$4,353,792.05	$385,650.87	8.67%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$3,226,450.84	($214,295.51)	($214,295.51)	$2,894,036.87	$546,709.48	16.94%
300 - PURCH PROFESS/TECH SERVICES	$413,150.00	$5,677.50	$5,677.50	$0.00	$407,472.50	98.63%
400 - PURCHASED PROPERTY SERVICES	$43,000.00	$869.74	$869.74	$0.00	$42,130.26	97.98%
500 - OTHER PURCHASED SERVICES	$541,790.80	$3,221.30	$3,221.30	$0.00	$538,569.50	99.41%
600 - SUPPLIES	$296,173.01	$25,566.12	$25,566.12	$94,334.13	$176,272.76	59.52%
700 - PROPERTY	$53,000.01	$0.00	$0.00	$0.00	$53,000.01	100.00%
800 - OTHER OBJECTS	$22,171.00	($236.00)	($236.00)	$250.00	$22,157.00	99.94%
1000 - INSTRUCTION Total:	$9,041,513.20	($472,862.23)	($472,862.23)	$7,342,413.05	$2,171,962.38	24.02%
2000 - SUPPORTING SERVICES						
000 - NON-CATEGORICAL	$0.00	$0.00	$0.00	$1,008.00	($1,008.00)	100.00%
100 - PERSONAL SERVICES - SALARIES	$1,502,129.85	$65,975.00	$65,975.00	$1,343,628.72	$92,526.13	6.16%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$1,055,545.99	$40,909.05	$40,909.05	$848,990.10	$165,646.84	15.69%
300 - PURCH PROFESS/TECH SERVICES	$100,360.95	$191.52	$191.52	$0.00	$100,169.43	99.81%
400 - PURCHASED PROPERTY SERVICES	$94,253.00	$3,855.80	$3,855.80	$3,351.00	$87,046.20	92.35%
500 - OTHER PURCHASED SERVICES	$906,523.99	$74,895.53	$74,895.53	$0.00	$831,628.46	91.74%
600 - SUPPLIES	$385,986.49	$6,399.04	$6,399.04	$12,255.97	$367,331.48	95.17%
700 - PROPERTY	$12,000.00	$0.00	$0.00	$0.00	$12,000.00	100.00%
800 - OTHER OBJECTS	$29,130.00	$36,413.53	$36,413.53	$0.00	($7,283.53)	-25.00%
2000 - SUPPORTING SERVICES Total:	$4,085,930.27	$228,639.47	$228,639.47	$2,209,233.79	$1,648,057.01	40.33%
3000 - OPERAT NONINSTRUCTNL SERVICES						
100 - PERSONAL SERVICES - SALARIES	$171,695.56	$2,221.67	$2,221.67	$144,997.70	$24,476.19	14.26%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$44,266.81	$247.26	$247.26	$43,296.74	$722.81	1.63%
300 - PURCH PROFESS/TECH SERVICES	$68,169.00	$0.00	$0.00	$0.00	$68,169.00	100.00%
400 - PURCHASED PROPERTY SERVICES	$9,510.00	$0.00	$0.00	$0.00	$9,510.00	100.00%
500 - OTHER PURCHASED SERVICES	$27,650.00	$0.00	$0.00	$0.00	$27,650.00	100.00%
600 - SUPPLIES	$34,950.00	$6,746.38	$6,746.38	$621.95	$27,581.67	78.92%
700 - PROPERTY	$10,050.00	$2,088.70	$2,088.70	$0.00	$7,961.30	79.22%
800 - OTHER OBJECTS	$6,785.00	$50.00	$50.00	$950.00	$5,785.00	85.26%
3000 - OPERAT NONINSTRUCTNL SERVICES Total:	$373,076.37	$11,354.01	$11,354.01	$189,866.39	$171,855.97	46.06%
4000 - FACILTES ACQUIST/CONSTRUC SER						
700 - PROPERTY	$32,000.00	$0.00	$0.00	$0.00	$32,000.00	100.00%
4000 - FACILTES ACQUIST/CONSTRUC SER Total:	$32,000.00	$0.00	$0.00	$0.00	$32,000.00	100.00%
5000 - FINANCING USES						
800 - OTHER OBJECTS	$275,168.75	$0.00	$0.00	$0.00	$275,168.75	100.00%

General Ledger - FUND 10 MAJOR FUNCTION MAJOR OBJECT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:7/31/2019

FUND / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
900 - OTHER FINANCING USES	$552,243.75	$0.00	$0.00	$0.00	$552,243.75	100.00%
5000 - FINANCING USES Total:	$827,412.50	$0.00	$0.00	$0.00	$827,412.50	100.00%
6000 - REVENUE FROM LOCAL SOURCES						
000 - NON-CATEGORICAL	($4,238,836.00)	($227,184.73)	($227,184.73)	$0.00	($4,011,651.27)	94.64%
6000 - REVENUE FROM LOCAL SOURCES Total:	($4,238,836.00)	($227,184.73)	($227,184.73)	$0.00	($4,011,651.27)	94.64%
7000 - REVENUE FROM STATE SOURCES						
000 - NON-CATEGORICAL	($9,343,029.11)	($124,030.57)	($124,030.57)	$0.00	($9,218,998.54)	98.67%
7000 - REVENUE FROM STATE SOURCES Total:	($9,343,029.11)	($124,030.57)	($124,030.57)	$0.00	($9,218,998.54)	98.67%
8000 - REVENUE FROM FEDERAL SOURCES						
000 - NON-CATEGORICAL	($344,851.00)	($16,202.09)	($16,202.09)	$0.00	($328,648.91)	95.30%
8000 - REVENUE FROM FEDERAL SOURCES Total:	($344,851.00)	($16,202.09)	($16,202.09)	$0.00	($328,648.91)	95.30%
10 - GENERAL FUND Total:	$433,216.23	($600,286.14)	($600,286.14)	$9,741,513.23	($8,708,010.86)	-2010.08%
Grand Total:	$433,216.23	($600,286.14)	($600,286.14)	$9,741,513.23	($8,708,010.86)	-2010.08%

End of Report

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:7/31/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
00 - NON-INST BLD-DW						
3250 - ATHLETICS						
121 - REGULAR SALARIES	$20,000.00	$1,666.67	$1,666.67	$18,333.33	$0.00	0.00%
131 - REGULAR SALARIES	$35,385.00	$555.00	$555.00	$30,510.00	$4,320.00	12.21%
211 - MEDICAL INSURANCE	$0.00	$5.08	$5.08	$5,588.33	($5,593.41)	100.00%
212 - DENTAL INSURANCE	$0.00	$0.00	$0.00	$923.12	($923.12)	100.00%
215 - EYE CARE INSURANCE	$0.00	$0.00	$0.00	$62.92	($62.92)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$4,236.98	$123.88	$123.88	$2,433.31	$1,679.79	39.65%
230 - RETIREMENT CONTRIBUTIONS	$3,588.45	$118.30	$118.30	$5,157.25	($1,687.10)	-47.01%
260 - WORKMEN'S COMPENSATION	$304.66	$0.00	$0.00	$0.00	$304.66	100.00%
329 - PROFESSIONAL ED SERVICES-OTHER	$41,000.00	$0.00	$0.00	$0.00	$41,000.00	100.00%
519 - STUD TRANS SERV OTHR SOURCES	$25,000.00	$0.00	$0.00	$0.00	$25,000.00	100.00%
610 - SUPPLIES	$9,000.00	$0.00	$0.00	$0.00	$9,000.00	100.00%
00 - NON-INST BLD-DW Total:	$138,515.09	$2,468.93	$2,468.93	$63,008.26	$73,037.90	52.73%
60 - ALL SPORTS						
3250 - ATHLETICS						
580 - TRAVEL/EXPENSES	$700.00	$0.00	$0.00	$0.00	$700.00	100.00%
610 - SUPPLIES	$4,100.00	$1,347.46	$1,347.46	$0.00	$2,752.54	67.14%
810 - DUES AND FEES	$2,100.00	$0.00	$0.00	$0.00	$2,100.00	100.00%
60 - ALL SPORTS Total:	$6,900.00	$1,347.46	$1,347.46	$0.00	$5,552.54	80.47%
61 - BASEBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$190.00	$0.00	$0.00	$0.00	$190.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$14.54	$0.00	$0.00	$0.00	$14.54	100.00%
230 - RETIREMENT CONTRIBUTIONS	$65.15	$0.00	$0.00	$0.00	$65.15	100.00%
260 - WORKMEN'S COMPENSATION	$1.05	$0.00	$0.00	$0.00	$1.05	100.00%
331 - OFFICIALS	$1,810.00	$0.00	$0.00	$0.00	$1,810.00	100.00%
610 - SUPPLIES	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
761 - UNIFORMS	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
61 - BASEBALL Total:	$7,080.74	$0.00	$0.00	$0.00	$7,080.74	100.00%
62 - BOYS BASKETBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$11,725.00	$0.00	$0.00	$6,350.00	$5,375.00	45.84%
220 - SOCIAL SECURITY CONTRIBUTIONS	$896.98	$0.00	$0.00	$477.47	$419.51	46.77%
230 - RETIREMENT CONTRIBUTIONS	$1,527.62	$0.00	$0.00	$853.80	$673.82	44.11%
260 - WORKMEN'S COMPENSATION	$64.51	$0.00	$0.00	$0.00	$64.51	100.00%
331 - OFFICIALS	$3,805.00	$0.00	$0.00	$0.00	$3,805.00	100.00%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:7/31/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
332 - SECURITY	$448.00	$0.00	$0.00	$0.00	$448.00	100.00%
580 - TRAVEL/EXPENSES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
610 - SUPPLIES	$1,000.00	$0.00	$0.00	$0.00	$1,000.00	100.00%
810 - DUES AND FEES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
62 - BOYS BASKETBALL Total:	$19,667.11	$0.00	$0.00	$7,681.27	$11,985.84	60.94%
63 - GIRLS BASKETBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$12,655.00	$0.00	$0.00	$10,410.00	$2,245.00	17.74%
220 - SOCIAL SECURITY CONTRIBUTIONS	$968.12	$0.00	$0.00	$796.40	$171.72	17.74%
230 - RETIREMENT CONTRIBUTIONS	$2,786.07	$0.00	$0.00	$2,071.09	$714.98	25.66%
260 - WORKMEN'S COMPENSATION	$69.62	$0.00	$0.00	$0.00	$69.62	100.00%
331 - OFFICIALS	$3,625.00	$0.00	$0.00	$0.00	$3,625.00	100.00%
332 - SECURITY	$448.00	$0.00	$0.00	$0.00	$448.00	100.00%
580 - TRAVEL/EXPENSES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
610 - SUPPLIES	$1,000.00	$0.00	$0.00	$0.00	$1,000.00	100.00%
810 - DUES AND FEES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
63 - GIRLS BASKETBALL Total:	$21,751.81	$0.00	$0.00	$13,277.49	$8,474.32	38.96%
64 - Undesignated						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$300.00	$0.00	$0.00	$0.00	$300.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$22.95	$0.00	$0.00	$0.00	$22.95	100.00%
230 - RETIREMENT CONTRIBUTIONS	$102.87	$0.00	$0.00	$0.00	$102.87	100.00%
260 - WORKMEN'S COMPENSATION	$1.65	$0.00	$0.00	$0.00	$1.65	100.00%
64 - Undesignated Total:	$427.47	$0.00	$0.00	$0.00	$427.47	100.00%
65 - FOOTBALL CHEERLEADERS						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$2,580.00	$0.00	$0.00	$2,440.00	$140.00	5.43%
212 - DENTAL INSURANCE	$0.00	$0.00	$0.00	$13.71	($13.71)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$197.38	$0.00	$0.00	$180.79	$16.59	8.41%
230 - RETIREMENT CONTRIBUTIONS	$884.69	$0.00	$0.00	$836.66	$48.03	5.43%
260 - WORKMEN'S COMPENSATION	$14.20	$0.00	$0.00	$0.00	$14.20	100.00%
610 - SUPPLIES	$500.00	$0.00	$0.00	$0.00	$500.00	100.00%
810 - DUES AND FEES	$75.00	$0.00	$0.00	$0.00	$75.00	100.00%
65 - FOOTBALL CHEERLEADERS Total:	$4,251.27	$0.00	$0.00	$3,471.16	$780.11	18.35%
66 - WINTER CHEERLEADERS						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$2,130.00	$0.00	$0.00	$2,010.00	$120.00	5.63%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:7/31/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
220 - SOCIAL SECURITY CONTRIBUTIONS	$162.95	$0.00	$0.00	$153.79	$9.16	5.62%
260 - WORKMEN'S COMPENSATION	$11.72	$0.00	$0.00	$0.00	$11.72	100.00%
610 - SUPPLIES	$500.00	$0.00	$0.00	$0.00	$500.00	100.00%
810 - DUES AND FEES	$75.00	$0.00	$0.00	$0.00	$75.00	100.00%
66 - WINTER CHEERLEADERS Total:	$2,879.67	$0.00	$0.00	$2,163.79	$715.88	24.86%
67 - FOOTBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$24,675.00	$0.00	$0.00	$22,005.00	$2,670.00	10.82%
220 - SOCIAL SECURITY CONTRIBUTIONS	$1,887.67	$0.00	$0.00	$1,662.79	$224.88	11.91%
230 - RETIREMENT CONTRIBUTIONS	$5,669.86	$0.00	$0.00	$4,030.76	$1,639.10	28.91%
260 - WORKMEN'S COMPENSATION	$135.75	$0.00	$0.00	$0.00	$135.75	100.00%
331 - OFFICIALS	$6,760.00	$0.00	$0.00	$0.00	$6,760.00	100.00%
332 - SECURITY	$1,260.00	$0.00	$0.00	$0.00	$1,260.00	100.00%
430 - REPAIRS & MAINTENANCE SERVCS	$5,500.00	$0.00	$0.00	$0.00	$5,500.00	100.00%
580 - TRAVEL/EXPENSES	$50.00	$0.00	$0.00	$0.00	$50.00	100.00%
610 - SUPPLIES	$4,200.00	$3,398.92	$3,398.92	$276.95	$524.13	12.48%
761 - UNIFORMS	$2,350.00	$2,088.70	$2,088.70	$0.00	$261.30	11.12%
810 - DUES AND FEES	$550.00	$50.00	$50.00	$950.00	($450.00)	-81.82%
67 - FOOTBALL Total:	$53,038.28	$5,537.62	$5,537.62	$28,925.50	$18,575.16	35.02%
68 - BOYS SOCCER						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$7,650.00	$0.00	$0.00	$5,700.00	$1,950.00	25.49%
220 - SOCIAL SECURITY CONTRIBUTIONS	$585.24	$0.00	$0.00	$426.33	$158.91	27.15%
230 - RETIREMENT CONTRIBUTIONS	$2,132.84	$0.00	$0.00	$1,183.02	$949.82	44.53%
260 - WORKMEN'S COMPENSATION	$42.09	$0.00	$0.00	$0.00	$42.09	100.00%
331 - OFFICIALS	$735.00	$0.00	$0.00	$0.00	$735.00	100.00%
610 - SUPPLIES	$800.00	$0.00	$0.00	$0.00	$800.00	100.00%
68 - BOYS SOCCER Total:	$11,945.17	$0.00	$0.00	$7,309.35	$4,635.82	38.81%
69 - GIRLS SOCCER						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$4,230.00	$0.00	$0.00	$3,770.00	$460.00	10.87%
220 - SOCIAL SECURITY CONTRIBUTIONS	$323.60	$0.00	$0.00	$278.32	$45.28	13.99%
230 - RETIREMENT CONTRIBUTIONS	$102.87	$0.00	$0.00	$1,292.76	($1,189.89)	-1156.69%
260 - WORKMEN'S COMPENSATION	$23.27	$0.00	$0.00	$0.00	$23.27	100.00%
331 - OFFICIALS	$875.00	$0.00	$0.00	$0.00	$875.00	100.00%
610 - SUPPLIES	$600.00	$0.00	$0.00	$0.00	$600.00	100.00%
761 - UNIFORMS	$2,800.00	$0.00	$0.00	$0.00	$2,800.00	100.00%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:7/31/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
69 - GIRLS SOCCER Total:	$8,954.74	$0.00	$0.00	$5,341.08	$3,613.66	40.35%
70 - SOFTBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$190.00	$0.00	$0.00	$0.00	$190.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$14.54	$0.00	$0.00	$0.00	$14.54	100.00%
230 - RETIREMENT CONTRIBUTIONS	$65.15	$0.00	$0.00	$0.00	$65.15	100.00%
260 - WORKMEN'S COMPENSATION	$1.05	$0.00	$0.00	$0.00	$1.05	100.00%
331 - OFFICIALS	$2,030.00	$0.00	$0.00	$0.00	$2,030.00	100.00%
610 - SUPPLIES	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
761 - UNIFORMS	$400.00	$0.00	$0.00	$0.00	$400.00	100.00%
70 - SOFTBALL Total:	$5,200.74	$0.00	$0.00	$0.00	$5,200.74	100.00%
71 - TRACK						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$3,700.00	$0.00	$0.00	$0.00	$3,700.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$283.05	$0.00	$0.00	$0.00	$283.05	100.00%
230 - RETIREMENT CONTRIBUTIONS	$1,268.73	$0.00	$0.00	$0.00	$1,268.73	100.00%
260 - WORKMEN'S COMPENSATION	$20.35	$0.00	$0.00	$0.00	$20.35	100.00%
331 - OFFICIALS	$1,855.00	$0.00	$0.00	$0.00	$1,855.00	100.00%
610 - SUPPLIES	$3,000.00	$2,000.00	$2,000.00	$0.00	$1,000.00	33.33%
761 - UNIFORMS	$2,000.00	$0.00	$0.00	$0.00	$2,000.00	100.00%
810 - DUES AND FEES	$1,200.00	$0.00	$0.00	$0.00	$1,200.00	100.00%
71 - TRACK Total:	$13,327.13	$2,000.00	$2,000.00	$0.00	$11,327.13	84.99%
72 - VOLLEYBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$7,313.00	$0.00	$0.00	$6,380.00	$933.00	12.76%
220 - SOCIAL SECURITY CONTRIBUTIONS	$559.45	$0.00	$0.00	$474.78	$84.67	15.13%
230 - RETIREMENT CONTRIBUTIONS	$1,304.05	$0.00	$0.00	$970.40	$333.65	25.59%
260 - WORKMEN'S COMPENSATION	$40.23	$0.00	$0.00	$0.00	$40.23	100.00%
331 - OFFICIALS	$2,230.00	$0.00	$0.00	$0.00	$2,230.00	100.00%
610 - SUPPLIES	$500.00	$0.00	$0.00	$0.00	$500.00	100.00%
810 - DUES AND FEES	$285.00	$0.00	$0.00	$0.00	$285.00	100.00%
72 - VOLLEYBALL Total:	$12,231.73	$0.00	$0.00	$7,825.18	$4,406.55	36.03%
73 - WRESTLING						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$12,647.00	$0.00	$0.00	$11,280.00	$1,367.00	10.81%
220 - SOCIAL SECURITY CONTRIBUTIONS	$967.51	$0.00	$0.00	$859.95	$107.56	11.12%
230 - RETIREMENT CONTRIBUTIONS	$1,662.03	$0.00	$0.00	$1,289.34	$372.69	22.42%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:7/31/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
260 - WORKMEN'S COMPENSATION	$69.57	$0.00	$0.00	$0.00	$69.57	100.00%
331 - OFFICIALS	$840.00	$0.00	$0.00	$0.00	$840.00	100.00%
332 - SECURITY	$448.00	$0.00	$0.00	$0.00	$448.00	100.00%
580 - TRAVEL/EXPENSES	$1,700.00	$0.00	$0.00	$0.00	$1,700.00	100.00%
610 - SUPPLIES	$500.00	$0.00	$0.00	$0.00	$500.00	100.00%
810 - DUES AND FEES	$2,300.00	$0.00	$0.00	$0.00	$2,300.00	100.00%
73 - WRESTLING Total:	$21,134.11	$0.00	$0.00	$13,429.29	$7,704.82	36.46%
Grand Total:	$327,305.06	$11,354.01	$11,354.01	$152,432.37	$163,518.68	49.96%

End of Report

The Board of Directors of the Northern Bedford County School District met on Tuesday, September 10, 2019 at 6:00 pm in Room 136 of the high school building in Loysburg, PA.

The following board members were present: David Chisholm, Steve Cottle, John Eshelman, Chad Mickle, Mike Miller, David Potchak, Tammy Reasy, Ralph Scott, Randy Wiand. Also present were Mr. Todd B. Beatty, Superintendent; Mr. Trevor Replogle, Elementary School Principal; Mr. Wayne Sherlock, Middle School Principal; Mrs. Lindsay Cherry, Special Education Supervisor; Ms. Teri Biddle, Business Manager/Board Secretary.

Public in attendance at the pre-session and/or the public session of the September 10, 2019 meeting included: Christa Albright; Hannah Miller; Christie Sweigart representing Morrisons Cove Herald; Kaitlin Grimes; Randi Koontz; Jason Musselman; Bonnie Musselman; Randy Meck; Jade Miller; Jennifer Stoltzfus; Ian Sherlock and Katie Smolen representing the Bedford Gazette.

1. Randy Wiand, Board President, called the meeting to order.
2. Mike Miller led the Pledge to the flag and prayer.
3. Roll call of the board members showed all members present.
4. Mr. Beatty, Superintendent, reviewed the agenda.
5. There were no items of communication read.
6. It was announced that the October school board meeting will be held October 8, 2019 beginning at 6 pm in the high school building Room 136.
7. Mr. Eshelman moved, seconded by Mr. Potchak, to approve the minutes from the August 13, 2019 board meeting. All members present voted "yes".
8. Mr. Miller moved, seconded by Mr. Mickle, to do the following items as a consent motion. All members present voted "yes".
    - Rescind the approval of Emily Eutin as Special Education Teacher from the August 13, 2019 meeting.

    - Approve the resignation of Hannah Drenning as Assistant Junior High Girls Basketball.

    - Approve the following as substitute support employee:

      Colleen Marsella

    - Approve the following people as substitute employees provided each candidate has on file a valid teaching certificate (professional), criminal background check, child abuse history clearance, FBI fingerprinting, required health examination and TB test, and Federal form I-9.

      Jessica Veverka PK - 4

Colleen Marsella		Elementary Counseling
Kerstin Pyle		PK – 4
Bryn Keller	IU08	
Brent Houp	IU08	
Theresa Sewalk	IU08	
Joseph Detwiler	IU08	

9. Mr. Mickle moved, seconded by Mr. Eshelman, to hire Jennifer Amick for Elementary Food Service position at $11.40/hour. All members present voted "yes".
10. Mr. Potchak moved, seconded by Mr. Eshelman to approve retroactively to hire Lisa Clapper for the After School Aide for the secondary program beginning September 3, 2019 at the starting rate of $11.40/hour. Mrs. Reasy abstained. Vote was 7 "yes" and Mr. Mickle voting "no".
11. Mrs. Reasy moved, seconded by Mr. Eshelman, to approve retroactively the hourly rate for substitute support staff to $9/hour from the state minimum wage of $7.25/hour effective with the 2019/20 school year. All members present voted "yes".
12. Mr. Mickle moved, seconded by Mr. Miller, to approve a Panther statue committee to move forward with fundraising. The fund is to be established as an Activity Fund in the High School Account. Vote was 8 "yes" and 1 "no" cast by Mr. Cottle.
13. Mr. Cottle moved, seconded by Mr. Mickle, to approve the following items in a consent motion with all members present voting "yes".
    - Approve Makenzie Ford as the After School Coordinator for the Elementary program pending on all clearances. MICKLE ESHELMAN

    - Approve the following substitute drivers for Carbaugh Transportation LLC.

Mary Eckenroad	Van
Brian Hinkle	Bus

    - Approve the following fundraisers.

Girls Softball Boosters	Spaghetti Dinner on May 2
Elementary PTO	Texas Roadhouse

    - Approve Gun Safety Situational Awareness Concepts utilizing weapons as demonstration tools to Grade 6 students.

    - Approve the wood chip bid for the 2019/20 heating season to D&D Wood Sales Inc. at a cost of $52/ton. One other bid was received from Brumbaugh Lumber LLC at $59/ton.

- Approve an agreement with Reschini Agency Inc. for the engagement of their services in completion and compliance of the Affordable Care Act submission of 1094 and 1095 processes for the 2018/19 school year at a contracted cost of $500/year. The fee is paid by Bedford-Somerset Health Consortium.

- Approve a request to Bloomfield Township for school bus turn around signs to be located on Sproul Mountain Road.

- Approve transfer 10 ill days for Christa Albright.

- Approve transfer of 7 ill days for Brittany Smith.

- Recognize the first reading of the following policies and Attachments.

Policy 004	Local Board Procedures
Policy 006	Meetings
Policy 103	Nondiscrimination in School and Classroom Practices
Policy 103.1	Nondiscrimination – Qualified Students with Disabilities
Policy 104	Nondiscrimination in Employment/Contract Practices
Policy 108	Adoption of Textbooks
Policy 208	Withdrawal From School
Policy 209	Health Examinations/Screenings
Policy 210.1	Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors
Policy 220	Student Expression/Distribution and Posting Materials
Policy 222	Tobacco/Nicotine
Policy 246	School Wellness
Policy 247	Hazing
Policy 249	Bullying/Cyberbullying
Policy 311	Reduction of Staff
Policy 323	Tobacco Use
Policy 335	Family and Medical Leaves
Policy 612	Purchases not Budgeted
Policy 626	Federal Fiscal Compliance
Policy 704	Maintenance
Policy 707	Use of School Facilities
Policy 806	Child Abuse
Policy 810	Transportation
Policy 810.3	School Vehicle Drivers
Policy 818	Contracted Services
Policy 904	Public Attendance at School Events
Policy 906	Public Complaints

Policy 913	Nonschool Organizations/Groups/Individuals
Policy 918	Title I Parental Involvement

14. Mr. Eshelman moved, seconded by Mr. Mickle, to approve the following reports and invoices

    Administrative Reports
    Federal Programs
    Athletic Report
    Financial Reports and Budgetary Transfers
    Approve payment of invoices

15. Meet and Greet Reception for newly hired staff for 2019/20 was held.
16. Executive session was called for the purposes of school safety with the board to not return with any further voting action.
17. Mr. Mickle moved, seconded by Mr. Cottle to adjourn the meeting at 6:45 pm.

_____
Teri L. Biddle, Business Manager/Board Secretary

_____
Tammy Reasy, Board Treasurer

NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS



Administrative Reports

Superintendent Administrative Report	Todd Beatty Superintendent
Elementary School Report	Trevor Replogle Elementary Principal
Middle School Report	Wayne Sherlock Middle School Principal
High School Report	Michael O'Dellick High School Principal
Athletics Report	Michael O'Dellick High School Principal

SUPERINTENDENT

2019/20 School Start

The school year is off to an excellent start thanks to our administration planning and preparing for the beginning of the year. The custodial staff did an outstanding job preparing the buildings for the year. Mr Chisholm noted how well the floors looked. Our teachers and instructional aides have done a nice job setting the tone this year for our students who are already head and shoulders above their peers in regards to respect, determination, and citizenship. I look forward every year to seeing our ladies in the cafeteria and eating the delicious food that is prepared for our 900+ students and staff.

PERKINS

A great thank you to Mr. O'Dellick working very hard with our CTC staff to determine equipment needs that can be used toward the Perkins Grant which totaled $15,789. Also, Teri and Mr. O'Dellick spent a considerable amount of time preparing the application and refining the grant as required to secure the funding.

CYBER SCHOOL

Governor Wolf has been putting significant pressure on our politicians to fix the 22-year-old broken cyber/charter law. There seems to be a simple solution. Fix the law that allows cyber schools to bill a public school tuition rates that far exceed operating costs of those cyber schools. Below are two articles from newspapers that explains the financial pitfalls of cyber schools.

https://www.penncapital-star.com/commentary/with-battle-lines-drawn-is-there-a-way-to-yes-on-charter-school-reform-john-l-micek/

https://beta.washingtonpost.com/education/2019/09/03/how-big-mess-is-pennsylvanias-charter-school-sector-this-big/

PANTHER COMMUNITY STADIUM

Work began last week on the track and should be completed minus the line painting by the weekend. The building committee will be meeting later this month to review the costs for major projects that will need addressed in the next three years.

"Choosing to be positive and having a grateful attitude is going to determine how you're going to live your life."— Joel Osteen

ELEMENTARY

Back to School

The first few weeks of school have proceeded very well. Faculty and support staffs have done a great job preparing for and welcoming back our students. The beginning of the year has been filled with students meeting their new teachers, making new friends, and learning the procedures and expectations of their teachers.

Meet and Greet

Parents visited the elementary school on August 27 for Meet and Greet night. The evening allowed for parents to meet teachers, visit classrooms, understand the educational programs, and tour the building.

PTO

The Elementary PTO held their first meeting of the school year on September 3. Discussions and plans were designed for the new school year's agenda. Each year the PTO provides numerous educational extra-curricular activities for our students. The PTO meets the first Tuesday of every other month in the elementary school library.

Star Spangled Banner Day

On September 13, elementary school students will gather at the Flag Pole and sing the Star Spangled Banner in celebration of the day that Francis Scott Key penned our National Anthem during the War of 1812 (September 14, 1814). Students will also recognize a moment of silence and will recite the Pledge of Allegiance. The morning's activities are being planned by Mrs. Ann Jones, elementary music teacher.

FEDERAL PROGRAMS REPORT

Right to Know Notifications

The annual notification to parents that all professional staff is 100% qualified was delivered to parents in our "Back to School" publication. We are required to notify parents on an annual basis.

Upcoming Dates

September 10 Federal Program Coordinator Training – IU08 Altoona

MIDDLE SCHOOL

School Opening

The first three weeks of school have proceeded very well. Any necessary student scheduling revisions are being completed. Class meetings were held with all grade levels explaining the expectations and school rules. Also, the school counselors will meet with the students to explain and review the SAP Team and referral process. At this point the students have become acclimated to the school routine and procedures. The teachers are to be commended for their work with the students to help them at the beginning of the year.

Classroom Diagnostic Tests

Beginning this year, we are administering the Classroom Diagnostic Tests (CDTs) for all math classes. This diagnostic test is aligned to the PA Core Standards and Eligible Content and allows a teacher to determine each student's strengths and weaknesses. Teachers are now in the process of learning to read and interrupt the reports. We will utilize various methods to address weaknesses such as direct instruction for large groups or Moby Max and Study Island on a more individualized basis. The goal is to use the CDTs to identify student needs and then focus on the needs to improve student learning and achievement.

Enrollment

The final opening enrollments for the 2019-20 school year are as follows:

Grade 6	59	
Grade 7	69	
Grade 8		71
Totals	199	

This is a decrease of eight students over last year.

Department Meetings

Once a month, I meet with each academic department in the Middle School during our Team Planning period. This time is used for further review our data, discuss instructional strategies, make adjustments to curriculum, and discuss what is working or not working.

Meet and Greet/Grade 6 Orientation

The Grade 7 and 8 Meet and Greet night was held from 6:00-7:30 PM and the Grade 6 Orientation was from 7:00-8:30 PM on Wednesday, August 14. The attendance for Grade 6 Orientation was excellent as in previous years. The attendance for Grade 7 and 8 Meet and Greet was much better than in past years. Our plan is to follow the same format for future years.

MIDDLE SCHOOL (cont'd)

Grade 6 Dessert

Mrs. Crawford and I began our annual dessert meetings with the 6th grade students Tuesday, September 3. We meet with groups of about nine students following lunch and a "healthy" dessert prepared by Mrs. Betts' Family and Consumer Science classes. This gives Mrs. Crawford and I an opportunity to meet and get to know the grade 6 students. It also gives the students an opportunity to ask us any questions that they might have. We started the meetings over ten years ago and they have been very well received by the students.

Upcoming Events

September 13	Run, Hide, Fight Training for M/HS Students
September 16	Run, Hide, Fight Training for M/HS Students MS Faculty Meeting
September 17	New Teacher Induction
September 18	Work Place Safety Committee
September 20	Midpoint of 1st MP
September 23-27	Spirit Week
September 26 and 27	Hunter/Trapper Education for Grade 6 Students
September 27	Homecoming Parade and Football Game
October 11	No School – Teacher In-Service (Act 80)
October 14	Columbus Day – No School
October 18	Strawbridge Fall Pictures
November 11	Veteran's Day – No School

HIGH SCHOOL

School Opening

The new school year began very smoothly in the high school. Students and staff have settled into their new schedules. Teachers have been working very diligently on establishing procedures and expectations as well as a growth culture for all students. We continue to strive for high expectations in academic and behavioral excellence. The support staff and professional staff members are commended and thanked for their part in the successful start.

Canvas

Canvas is in its second year of implementation in the middle school and high school as a Learning Management System (LMS). Positive feedback has been received from parents, teachers, and students regarding its ease of use and effectiveness. In fact, one teacher shared a success story of a student completing class assignments, as posted on Canvas, even when the student was absent from school the day the instruction was delivered. Teachers continue to learn and grow with Canvas as they expand the learning opportunities for their students.

School Wide Positive Behavior Interventions and Supports (SWPBIS)

The SWBIS program is in its third year in the middle school and high school and is off to a great start. In year three students are taking more ownership in the program as we continue to develop student leadership throughout the district. To date the SWPBIS program has reduced the number of overall all discipline referrals and increased the daily attendance rate of students in the middle school and high school. Conversely, our protective factors in terms of providing interventions and supports to students have increased since the program's inception. Additionally, we have observed an increase in teachers providing positive praise and recognition to reinforce our students' academic and behavioral expectations. The student leadership team continues to be the driving force behind our outstanding academic and social school culture. We continue to promote and embrace a positive learning environment with high expectations for all.

School Counselor Update

September – Suicide Awareness Month. Students in grades 9 and 10 will receive Signs of Suicide (SOS) training through the guidance department in collaboration with Bedford Developmental and Behavioral Health Services.

September 11 – All grade 9 students will be attending the Bedford County BASICS Career Fair at the Bedford County Airport. Students will complete an assignment based on information gathered at the event and will apply what they learned as part of their Career Portfolio requirements.

September 17 – PHEAA's financial aid program has been scheduled for 6:30-8:00 PM in the high school auditorium. Parents of juniors and seniors are invited to attend.

October 1 – Junior and Senior College Fair at the Omni Bedford Springs.

HIGH SCHOOL(cont'd)

School Counselor Update (cont'd)

October 4 - JLG Industries Manufacturing Day Tour and Presentation. Students in the automotive classes and any other students interested in a related career field will be participating
in an open house tour and presentation at JLG industries Manufacturing Day in conjunction with the five Bedford county school districts.

Youth Leadership Bedford County (YLBC)

The mission of YLBC is to endow youth with the knowledge and ability to become confident leaders as well as gain an understanding and appreciation of the business community of Bedford County and the career potentials herein. YLBC is a ten-month leadership training program for a select group of 24 Bedford County high school sophomores. The following NBC sophomores have applied to the program and will be participating in the 2019-20 leadership program: Clara Frye, Jaida Pensyl, Jay Reed, and Madison Walker.

Senior Keystone Remediation and Retesting

Seniors who did not score proficient or advanced on the keystone exams have begun remediation. These students will re-take the individual Local Assessment in which they were deficient in between Thursday, October 24 through Monday, October 28.

Upcoming Events

Sept. 11	Current Issues Field Trip
Sept. 12	Youth Leadership Bedford County
Sept. 12 – 15	FFA team at Big E Competition
Sept. 17	PHEAA Financial Aid Program (6:30pm)
Sept. 18	Band/Band Front Yearbook Pictures
	Strawbridge Athletic Team Pictures (3:25pm – 6:00pm)
Sept. 20	Midpoint of Marking Period 1
Sept. 27	PSAT Registration, Pds. 102
	Homecoming Parade and Game (PCS)
Sept. 28	Homecoming Dance
Oct. 1	Student PRIDE Meeting
	FFA Fall Leadership Conference
	College Fair for Juniors/Seniors
Oct. 2	Faculty PRIDE Meeting
	School Physicals – Grade 11
Oct. 18	Fall Picture Day

ATHLETIC REPORT

Fall Camps

The fall camps have concluded now that students are back in school. The preseason practices were completed with few injuries.

Fall Participation

	Varsity	Jr. High
Football	42	23
Volleyball	18	20
Boys' Soccer	22	26
Girls' Soccer	19	
Cheerleading	25	12
Golf w/ Tussey Mt.	(1 NBC student)	n/a
Boys' Cross Country	14	6
Girls' Cross Country	6	2

Team Records (as of 9/5/19)

	Varsity	Jr. High
Football	1-1	1-0
Volleyball	0-2	1-1
Boys' Soccer	0-2	1-0
Girls' Soccer	1-1	
Boys' Cross Country	1-0	n/a
Girls' Cross Country	0-1	n/a
TM/NBC Golf	0-7	n/a

Black/White Festivities

With the elimination of the bonfire, the opening Meet the Team/Photo-Op was held on August 15, 2019 at 6:00pm. Festivities began at Panther Community Stadium with a performance by the marching band, were relocated to the high school gymnasium during the rain shower. The varsity, junior high, and elementary cheerleaders showcased their hard work with cheers and dances. The Black/White Scrimmage was held in the stadium at the conclusion of the indoor festivities.

Homecoming

The annual homecoming game will be played on Friday, September 27th versus Bellwood. The Harvest Moon homecoming dance will be held Saturday, September 28th in the cafeteria.

Special Recognition

At the Lock Haven Invitational on August 31st, junior Ian Zimmerman (3rd place) and senior Ian Sherlock (5th place) contributed to the 5th place overall finish out of 20 teams.

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	000 Local Board Procedures
Title	Membership
Code	004 Vol III 2019
Status	First Reading
Adopted	May 11, 2004
Last Revised	October 8, 2019
Prior Revised Dates	03/08/2016

Number

The Board shall consist of nine (9) members.[1]

The Superintendent shall have a seat on the Board and the right to speak on all matters, but not the right to vote.[2]

Qualifications

Each school director shall meet the following qualifications:

1. Be of good moral character, be at least eighteen (18) years of age, have been a resident of the district for at least one (1) year prior to the date of election or appointment, and not be a holder of any office or position as specified in Section 322 of the School Code; nor shall the individual be a member of the municipal council.[3]

2. Shall not have been removed from any office of trust under federal, state or local laws for any malfeasance in such office.[4]

3. Shall not be engaged in a business transaction with the school district, be employed by the school district, or receive pay for services from the school district, except as provided by law.[5][6]

4. Shall take and subscribe to the oath or affirmation prescribed by statute before entering the duties of the office.[7]

5. Shall file a statement of financial interests with the Board Secretary or designee at the following times:[8][9][10][11][12]

    a. Before taking the oath of office or entering upon duties.

    b. Annually by May 1 while serving on the Board.

c. By May 1 of the year after leaving the Board.

Election

Election of members of the Board shall be in accordance with law.[13]

Vacancies

A vacancy shall occur by reason of death, resignation, removal from a district or region, or otherwise. Such vacancy shall be filled in accordance with the School Code and Sunshine Act and by appointment by a majority vote of the remaining members of the Board within thirty (30) days of the occurrence of the vacancy.[14][15][16][17][18][19]

~~The school director so appointed shall serve for the remainder of the unexpired term or, if earlier, until the first Monday in December after the first municipal election occurring more than sixty (60) days following his/her appointment.~~

If a vacancy occurs during the last two (2) years of the former school director's term, the individual appointed to fill that vacancy shall serve for the remainder of the term. If a vacancy occurs during the first two (2) years of the term, the new appointee shall serve only until the first Monday in December following the first municipal election that is scheduled for more than sixty (60) days after the vacancy occurred.[14]

When a majority of the memberships are vacant, such vacancies shall be filled by the Court of Common Pleas of Bedford County.**[15][16]**

Temporary Vacancy – Active Military Service –

A temporary vacancy shall be declared when a school director is ordered to active duty in the military forces of the United States for a period of more than thirty (30) days. The temporary vacancy shall be filled in accordance with the School Code and Sunshine Act and by appointment by a majority vote of the remaining members of the Board within thirty (30) days of the occurrence of the temporary vacancy. The school director so appointed shall serve either until the school director returns from active duty or until expiration of the term for which s/he was elected, whichever occurs first.[14][19][20]

Term

In election years, the term of office for all newly elected and re-elected school directors shall begin on the first Monday in December. The term of office of each school director shall be four (4) years, **expiring** on the first Monday of December **of the fourth year of service.**[1][14]

The term of office for **an individual** appointed or elected to fill a **Board** vacancy **shall be determined by the number of years remaining on the term the school director was appointed or elected to fill, as stated above under Vacancies.[14]**

~~The term of office of each school director shall be four (4) years and shall expire on the first Monday of December, except for a school director appointed or elected to fill a vacancy. A school director appointed to fill a vacancy shall serve for the remainder of the unexpired term or, if earlier, until the first Monday in December after the first municipal election occurring more than sixty (60) days following his/her appointment. The term of a school director elected to an unexpired term shall expire at the termination of that term.[1][14]~~

Removal

Whenever a school director is no longer a resident of Northern Bedford County School District or the region s/he represents, eligibility to serve on the Board shall cease.[14][21]

If a school director shall neglect or refuse to attend two (2) successive regular meetings of the Board, unless detained by sickness or prevented by necessary absence from the district, or if in attendance at any meeting s/he shall neglect or refuse to act in **an** official capacity as a school director, the remaining members of the Board may declare such office vacant on the affirmative vote of a majority of the remaining members of the Board.[18][22]

If a person elected or appointed as a school director, having been notified, shall refuse or neglect to qualify as such director, the remaining members may, within ten (10) days following the beginning of **the school director's** term of office, declare said office vacant on the affirmative vote of a majority of the remaining members of the Board.[18][22]

Orientation

The Board believes that the preparation of each school director for the performance of duties is essential to the effectiveness of the Board's functioning. The Board shall encourage each new school director to understand the functions of the Board, acquire knowledge of matters related to the operation of the schools, and review Board procedures and policies.

Accordingly, each new school director **shall**, no later than **the** first regular meeting, **be provided access to** the following items **during the school director's term on the Board**:

1. **The** Board Policy Manual.
2. **The** district Administrative Regulations Manual.
3. The current budget statement, audit report and related fiscal materials.
4. **District** information on comprehensive planning, curriculum, assessments, facilities planning and district programs.
5. **The** Board's adopted Principles for Governance and Leadership.[23]

Each new school director shall be invited to meet with the Board President, Superintendent, and Board Secretary to discuss Board functions, procedures and policy.

Inservice Educational Opportunities and Required Training Programs

The Board places a high priority on the importance of a planned and continuing program of education and training for its members. The purpose of the planned program shall be to enhance the quality and effectiveness of the Board's governance and leadership **by providing both inservice educational opportunities and required school director training by an approved provider.**

The school community shall be kept informed about the Board's continuing inservice education and training and the anticipated short and long-term benefits to the district and its schools.[24]

Inservice Education -

The Board, in conjunction with the Superintendent, shall plan specific inservice education programs and activities designed to assist **school directors** to improve their skills as policy-making leaders; expand their knowledge about issues, programs, and initiatives affecting the district's educational programs and student achievement; and deepen their insights into the nature of leadership, governance and community engagement.

The Board shall annually budget funds to support its planned program of inservice education and training.

The Board establishes the following activities as the basis for its planned program of inservice education and training:

1. Participation in School Board conferences, workshops and conventions.[25]

    a. The Board shall identify annually the issues, objectives, and cost benefits that can be ascribed to participation by **school directors** in conferences, workshops and conventions.

    b. The Superintendent shall inform **school directors**, in a timely manner, of upcoming conferences, workshops and conventions.

    c. The Board shall periodically decide which meetings appear to offer the most direct and indirect benefits to the district.

    d. When a conference, workshop or convention is not attended by the full Board, those who do participate shall share information, recommendations and materials acquired at the meeting that will be beneficial to the district.

2. District-sponsored inservice education and training programs designed to meet Board needs.

3. Subscriptions to publications **addressing school directors'** concerns.

4. Maintenance of **current** resources and reference materials accessible to **school directors**.

Required Training Program: Newly Elected or Appointed School Directors[26]

Each newly elected or appointed school director shall complete a training program consisting of at least five (5) hours of instruction, including, at a minimum, information regarding:

1. **Instruction and academic programs, to include, but not be limited to, a minimum of one (1) hour of instruction on best practices related to trauma-informed approaches.**

2. **Personnel.**

3. **Fiscal management.**

4. **Operations.**

5. **Governance.**

6. **Ethics and open meetings, to include accountability requirements.**

Required Training Program: Re-elected or Re-appointed School Directors[26]

Each re-elected or re-appointed school director shall, within one (1) year after such re-election or re-appointment, complete an advanced training program consisting of at least three (3) hours of instruction, including:

1. **Information on relevant changes to federal and state public school law and regulations.**

2. **Fiscal management.**

3. **Trauma-informed approaches.**

4. **Other information deemed appropriate by the PA Department of Education to enable school directors to serve effectively.**

Expenses [7]

Funds for **school director education and training** shall be budgeted on an annual basis.

When attendance has been authorized by the Board, school directors, a nonmember Board Secretary, and solicitor(s) shall be reimbursed for **actual and** necessary expenses incurred as delegates to any state convention or association of school directors' convention held within the state, or for **attendance at** any other meeting held within the state or at an educational convention out-of-state. All such expenses shall be itemized and made available for public inspection at the next succeeding Board meeting. Expenses shall be reimbursed by the Treasurer in the usual manner, upon presentation of an itemized, verified statement.[27]

Advance payments may be made upon presentation of estimated expenses to be incurred, to be followed by a final itemized, verified statement of such expenses actually incurred, and a refund shall be made to the district of such funds remaining, or an additional payment shall be made by the district to meet the verified expenses actually incurred.[27]

No school director shall be reimbursed for more than two (2) out-of-state meetings in one (1) school year.

Reimbursement shall be limited to actual expenses incurred, and shall not include or be construed to include compensation to individual **school directors**.[7]

Student Representation

The Board authorizes student representation on the Board in order to facilitate effective communication and to provide an opportunity for students to participate in school governance.

Legal

1. 24 P.S. 303
2. 24 P.S. 1081
3. 24 P.S. 322
4. 24 P.S. 323
5. 24 P.S. 324
6. 65 Pa. C.S.A. 1101 et seq
7. 24 P.S. 321
8. 51 PA Code 15.2
9. 51 PA Code 15.3
10. 65 Pa. C.S.A. 1102
11. 65 Pa. C.S.A. 1104
12. 65 Pa. C.S.A. 1105
13. 24 P.S. 301 et seq
14. 24 P.S. 315
15. 24 P.S. 316
16. 24 P.S. 317
17. 24 P.S. 318
18. 24 P.S. 319
19. 65 Pa. C.S.A. 701 et seq
20. 24 P.S. 407
21. 65 P.S. 91
22. Pol. 006
23. Pol. 011
24. Pol. 901
25. 24 P.S. 516
26. 24 P.S. 328
27. 24 P.S. 516.1

24 P.S. 519

Pol. 331

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	000 Local Board Procedures
Title	Meetings
Code	006
Status	Review
Adopted	May 11, 2004
Last Revised	October 12, 2017

~~Parliamentary Authority~~

~~All Board meetings will be conducted in an orderly and business-like manner. Robert's Rules of Order, Newly Revised, including group rules shall govern the Board in its deliberations in all cases in which it is not inconsistent with statute, regulations of the State Board, or Board procedures.[38]~~

~~Quorum~~

~~A quorum shall be five (5) Board members present at a meeting. No business shall be transacted at a meeting without a quorum, but the Board members present at such a meeting may adjourn to another time.[1]~~

~~Presiding Officer~~

~~The President shall preside at all Board meetings. In the absence, disability or disqualification of the President, the Vice-President shall act instead. If neither person is present, a Board member shall be elected President pro tempore by a plurality of those present to preside at that meeting only. The act of any person so designated shall be legal and binding.[2][3][4][5]~~

~~Notice~~

~~Published notices of public Board meetings, including committee meetings and discussion sessions, shall provide date, place and time of such meetings in newspaper(s) of general circulation within Bedford County.[39][40]~~

1. ~~Notice of annual scheduled regular meetings shall be given by publication showing the date, place and time of all regular meetings for the calendar year at least three (3) days prior to the time of the first regular meeting and advertised monthly on the school website.[39][40]~~

2. ~~Notice of all special meetings shall be given by publication and posting of notice at least twenty-four (24) hours prior to the time of the meeting, except that such notice shall be waived when a special meeting is called to deal with an actual emergency involving a clear and present danger to life or property.[39][40]~~

3. Notice of all rescheduled meetings shall be given by publication and posting of notice at least twenty-four (24) hours prior to the time of the meeting.[39][40]

4. Notice of all recessed or reconvened meetings shall be given by posting a notice of the place, date and time of meeting and sending copies of such notice to interested parties.[39]

5. Notice of all public meetings shall be given to any newspaper(s) circulating in Bedford County and a radio or television station which so requests. Notice of all public meetings shall be given to any individual who so requests and provides a stamped, addressed envelope for such notification.[40]

6. Notice of executive sessions, if not previously announced, shall be provided in writing to Board members at least twenty-four (24) hours prior to the executive session. Notice of all regular and special Board meetings shall be given to Board members by mail.[6]

Regular Meetings

Regular Board meetings shall be public and shall be held at specified places on the second Tuesday of each month.[38]

An agenda shall be prepared by the Superintendent and presented in writing at each meeting or in advance, if possible, to ensure effective use of meeting time. Board members, citizens or others having matters to be presented to the Board for consideration shall submit their requests to the Superintendent.

Special Meetings

Special meetings shall be public and may be called for special or general purposes.[38]

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

The order of business for special meetings shall be as follows unless altered by the President:

Call To Order
Roll Call
Announcement
Reading of Notice of Meeting
Transaction of business for which meeting was called
Adjournment

Hearing of the Public

A member of the public present at a Board meeting may address the Board in accordance with law and Board policy and procedures.[7][38]

Voting

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

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

1. The following action requires the unanimous consent of all remaining members of the Board:[8]

a. ~~Appoint as attorney or solicitor of the Board a school director who has served for two (2) consecutive terms of four (4) years each after resigning his/her office.~~

2. ~~The following actions require the recorded affirmative votes of two-thirds of the full number of Board members:~~

   a. ~~Transfer of budgeted funds.~~[9][10]

   b. ~~Transfer of any unencumbered balance, or portion thereof, from one appropriation to another, or from one spending agency to another.~~[10]

   c. ~~Incur a temporary debt or borrow money upon such obligation.~~[11]

   d. ~~Incur a temporary debt to meet an emergency or catastrophe.~~[10]

   e. ~~Elect to a teaching position a person who has served as a Board member and who has resigned.~~[8]

   f. ~~Convey land or buildings to the municipality co-terminus with the school district.~~[12]

   g. ~~Adopt or change textbooks without the recommendation of the Superintendent.~~[13]

   h. ~~Dismiss, after a hearing, a tenured professional employee.~~[14]

   i. ~~Adopt, amend, or repeal a Board procedure.~~[15]

3. ~~The following actions require the recorded affirmative votes of a majority of the full number of Board members:~~

   a. ~~Fixing the length of school term.~~[16]

   b. ~~Adopting textbooks recommended by the Superintendent.~~[16][17]

   c. ~~Appointing the district Superintendent and Assistant Superintendent(s).~~[16][18][19]

   d. ~~Appointing teachers and principals.~~[16]

   e. ~~Adopting the annual budget.~~[16][20]

   f. ~~Appointing tax collectors and other appointees.~~[16][21][22]

   g. ~~Levying and assessing taxes.~~[16][23]

   h. ~~Purchasing, selling, or condemning land.~~[16]

   i. ~~Locating new buildings or changing the location of old ones.~~[16]

   j. ~~Adopting planned instruction.~~[16][24]

   k. ~~Establishing additional schools or departments.~~[16]

   l. ~~Designating depositories for school funds.~~[16][25]

   m. ~~Expending district funds.~~

n. ~~Entering into contracts of any kind, including contracts for the purchase of fuel or any supplies where the amount involved exceeds $100 (including items subject to $10,000 bid requirements).[16][26]~~

o. ~~Fixing salaries or compensation of officers, teachers, or other appointees of the Board.[16]~~

p. ~~Combining or reorganizing into a larger school district.[27]~~

q. ~~Entering into contracts with and making appropriations to the intermediate unit for the district's proportionate share of the cost of services provided or to be provided by the intermediate unit.[16]~~

r. ~~Dismissing, after a hearing, a nontenured employee.[16][28][29]~~

s. ~~Adopting a corporate seal for the district.[30]~~

t. ~~Determining the location and amount of any real estate required by the school district for school purposes.[31]~~

u. ~~Vacating and abandoning property to which the Board has title.[32]~~

v. ~~Determining the holidays, other than those provided by statute, to be observed by special exercises and those on which the schools shall be closed for the whole day.[33]~~

w. ~~Removing a school director.[34]~~

x. ~~Declaring that a vacancy exists on the Board by reason of the failure or neglect of a school director to qualify.[34]~~

y. ~~Removing an officer of the Board.[21]~~

z. ~~Removing an appointee of the Board.[21]~~

aa. ~~Adopting, amending or repealing Board policy.[15]~~

~~Minutes~~

~~The Board shall cause to be made, and shall retain as a permanent record of the district, minutes of all open Board meetings. Said minutes shall be comprehensible and complete and shall show:[35][41]~~

1. ~~The date, place, and time of the meeting.~~
2. ~~The names of Board members present.~~
3. ~~The presiding officer.~~
4. ~~The substance of all official actions.~~
5. ~~Actions taken.~~
6. ~~Recorded votes and a record by individual members of all roll call votes taken.[42]~~
7. ~~The names of all citizens who appeared officially and the subject of their testimony.~~

~~The Board Secretary shall provide each Board member with a copy of the minutes of the last meeting prior to the next regular meeting.[45]~~

The minutes of Board meetings shall be approved at the next succeeding meeting and signed by the Board Secretary.[36]

Notations and any tape or audiovisual recordings shall not be the official record of an open public Board meeting and should be destroyed once they have served their purpose.[45][46][47]

Adjournment

The Board may at any time recess or adjourn to an adjourned meeting at a specified date and place, upon the majority vote of those present. The adjourned meeting shall take up its business at the point in the agenda where the motion to adjourn was acted upon. Notice of the rescheduled meeting shall be given as provided in Board policy.[37][39][40]

Executive Session

The Board may hold an executive session, which is not an open meeting, before, during, at the conclusion of an open meeting, or at some other time. The presiding officer shall announce the reason for holding the executive session; the announcement can be made at the open meeting prior to or after the executive session.[43][44]

The Board may discuss the following matters in executive session:

1. Employment issues.
2. Labor relations.
3. Purchase or lease of real estate.
4. Consultation with an attorney or other professional advisor regarding potential litigation or identifiable complaints that may lead to litigation.
5. Matters that must be conducted in private to protect a lawful privilege or confidentiality.

Official actions based on discussions held in executive session shall be taken at a public meeting.

Work Sessions

The Board may meet as a Committee of the Whole in an open meeting to vote on or to discuss issues. Public notice of such meetings shall be made.[37][38]

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

The Board Secretary shall provide notice of a meeting of the Committee of the Whole as per the notice provisions of Board procedures.[39][40]

Committee Meetings

Committee meetings may be called at any time by the committee chairperson, with proper public notice, or when requested to do so by members of the committee.[39][40]

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

Unless held as an executive session, committee meetings shall be open to the public, other Board members, and the Superintendent.[38]

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

Legal

1. 24 P.S. 422
2. 24 P.S. 405
3. 24 P.S. 426
4. 24 P.S. 427
5. 24 P.S. 428
6. 24 P.S. 423
7. Pol. 903
8. 24 P.S. 324
9. 24 P.S. 609
10. 24 P.S. 687
11. 24 P.S. 634
12. 24 P.S. 707
13. 24 P.S. 803
14. 24 P.S. 1129
15. Pol. 003
16. 24 P.S. 508
17. Pol. 108
18. 24 P.S. 1071
19. 24 P.S. 1076
20. Pol. 604
21. Pol. 005
22. Pol. 606
23. Pol. 605
24. Pol. 107
25. 24 P.S. 621
26. Pol. 610
27. 24 P.S. 224
28. 24 P.S. 514
29. 24 P.S. 1080
30. 24 P.S. 212
31. 24 P.S. 702
32. 24 P.S. 708
33. 24 P.S. 1503
34. Pol. 004
35. 24 P.S. 518
36. 24 P.S. 433
37. Pol. 006
38. 65 Pa. C.S.A. 701 et seq

39. 65 Pa. C.S.A. 703

40. 65 Pa. C.S.A. 709

41. 65 Pa. C.S.A. 706

42. 65 Pa. C.S.A. 705

43. 65 Pa. C.S.A. 707

44. 65 Pa. C.S.A. 708

45. 24 P.S. 407

46. Pol. 800

47. Pol. 801

24 P.S. 408

24 P.S. 421

24 P.S. 671

24 P.S. 1075

24 P.S. 1077

24 P.S. 1111

Pol. 612

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	000 Local Board Procedures
Title	Meetings
Code	006 Vol IV 2018
Status	First Reading
Adopted	May 11, 2004
Last Revised	October 8, 2019
Prior Revised Dates	09/12/2017

Parliamentary Authority

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

Quorum

A quorum shall consist of a majority of the members of the Board. No business shall be transacted at a meeting without a quorum, but the school directors present at such a meeting may adjourn to another time.[3]

Presiding Officer

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

Notice

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

1. Notice of regular meetings shall be given by publication and posting of a schedule showing the date, place and time of all regular meetings for the calendar year at least three (3) days prior to the time of the first regular meeting.[8][9]

2. Notice of all special meetings shall be given by publication and posting of notice at least twenty-four (24) hours prior to the time of the meeting, except that such notice shall be waived when a special meeting is called to deal with an actual emergency involving a clear

and present danger to life or property.[8][9]

3. Notice of all rescheduled meetings shall be given by publication and posting of notice at least twenty-four (24) hours prior to the time of the meeting.[8][9]

4. Notice of all recessed or reconvened meetings shall be given by posting a notice of the place, date and time of the meeting and sending copies of such notice to interested parties.[8]

5. Notice of all public meetings shall be given to newspaper(s) circulating in Bedford County and any radio or television station which so requests. Notice of all public meetings shall be given to any individual who so requests and provides a stamped, addressed envelope for such notification.[9]

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

Regular Meetings

Regular Board meetings shall be public and shall be held at specified places at least once every two (2) months.[2][11]

1. Agenda

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

   to prepare an agenda of the items of business to come before the Board at each regular meeting.

   The agenda, together with all relevant reports, shall be provided to each school director at least 5 days before the meeting.

   If the agenda includes an item of business related to removal of an officer of the Board, the agenda shall be provided to each school director at least seven (7) days before the meeting.

2. Order of Business

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

   Call To Order
   Roll Call
   Announcement
   Reading of Notice of Meeting
   Transaction of business for which meeting was called
   Adjournment

Special Meetings

Special meetings may be called for special or general purposes and shall be public except when conducted as an executive session for purposes authorized by law.[2][5][10][12]

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

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

Public Participation

At each public Board meeting, prior to official action by the Board, an opportunity shall be provided for public comment in accordance with law and Board procedures and policy.[2][13]

Voting

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

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

Special Voting Requirements –

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

1. Actions requiring the unanimous affirmative vote of all members of the Board remaining in office:
    a. Appoint as Board Secretary a former school director who has resigned, before the expiration of the term for which the director was elected.*[14][15]
    b. Appoint as solicitor a former school director who has resigned, before the expiration of the term for which the director was elected.*[14][15]
2. Actions requiring the affirmative votes of two-thirds of the full membership of the Board:
    a. Transferring, during the first three (3) months of the fiscal year, budgeted funds set apart or appropriated to a particular item of expenditure.*[15][16][17]
    b. Adding or increasing appropriations to meet an emergency or catastrophe.*[15][17]
    c. Hiring as a teacher a former school director who has resigned, before the expiration of the term for which the director was elected.*[14][15]
    d. Conveying land or buildings to certain charities or other public agencies without following prescribed valuation procedures or with more favorable financing.*[15][18]
    e. Incurring temporary debt (non-emergency).*[17][20]
    f. Dismissing a tenured professional employee after a hearing.*[15][21]
    g. Borrowing in anticipation of current revenue.*[15][22]
3. Actions requiring the affirmative votes of two-thirds of those voting in the presence of a quorum:
    a. Incurring temporary debt to meet an emergency or catastrophe.*[15][17]
    b. Adopting or changing textbooks without the recommendation of the Superintendent.*[15][23]
4. Actions requiring the affirmative votes of a majority of the full membership of the Board:
    a. Fixing the length of the school term.*[15]

b. Adopting textbooks recommended by the Superintendent.*[15][24]

c. Appointing the district Superintendent and Assistant Superintendent(s).*[15][25][26]

d. Appointing teachers and principals.*[15]

e. Adopting the annual budget.*[15][27]

f. Appointing tax collectors and other appointees.*[15][28][29]

g. Levying and assessing taxes.*[15][30]

h. Purchasing, selling, or condemning land.*[15]

i. Locating new buildings or changing the location of old ones.*[15]

j. Creating or increasing any indebtedness.*[15]

k. Adopting planned instruction.[15][31]

l. Establishing additional schools or departments.*[15]

m. Designating depositories for school funds.*[15][32][33]

n. Authorizing the transfer of any unencumbered balance, or portion thereof, from one appropriation to another, or from one spending agency to another during the last nine (9) months of the fiscal year.*[15][17]

o. Entering into contracts of any kind, including contracts for the purchase of fuel or any supplies where the amount involved exceeds $100 (including items subject to bid requirements).*[15][34]

p. Fixing salaries or compensation of officers, teachers, or other appointees of the Board.*[15]

q. Entering into contracts with and making appropriations to the intermediate unit for the district's proportionate share of the cost of services provided or to be provided by the intermediate unit.*[15]

r. Dismissing, after a hearing, a Superintendent, Assistant Superintendent or non-tenured teacher.*[15][35][36]

s. Determining the location and amount of any real estate required by the school district for school purposes.*[15][37]

t. Vacating and abandoning property to which the Board has title.*[15][38]

u. Appointing a school director to fill a vacancy on the Board.*[15][39]

v. Calling a special meeting when the President has failed to do so after written request of three (3) members of the Board.[5]

w. Declaring that a vacancy exists on the Board by reason of the failure or neglect of a school director to qualify.[40]

x. Adopting, amending or repealing Board procedures and policy.[41]

y. Combining or reorganizing into a larger school district.[42]

z. Adopting a corporate seal for the district.[43]

Abstention from Voting

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

1. Conflict of interest under the Ethics Act.[44][45][46]

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

   Conflict of interest - use by a public official of the authority of his/her office or any confidential information received through his/her holding public office for the private pecuniary benefit of him/herself, a member of his/her immediate family or a business with which s/he or a member of his/her immediate family is associated. The term does not include an action having a de minimis economic impact or which affects to the same degree a class consisting of the general public or a subclass consisting of an industry, occupation or other group which includes the public official, a member of his/her immediate family or a business with which s/he or a member of his/her immediate family is associated.[44]

   De minimis economic impact – an economic consequence which has an insignificant effect.[44]

   Immediate family – parent, spouse, child, brother or sister.[44]

   Business with which associated – any business in which the person or a member of the person's immediate family is a director, officer, owner, employee or has a financial interest.[44]

2. Relative recommended for appointment to or dismissal from a teaching position.[21][47]

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

The Board is encouraged to seek the guidance of the district solicitor or the State Ethics Commission for questions related to conflict of interest.[45][46]

Minutes

The Board shall cause to be made, and shall retain as a permanent record of the district, minutes of all public Board meetings. Said minutes shall be comprehensible and complete and shall show:[48][49]

1. Date, place, and time of the meeting.
2. Names of school directors present.
3. Presiding officer.
4. Substance of all official actions.
5. Actions taken.
6. Recorded votes and a record by individual members of all roll call votes taken.[50]
7. Names of all residents who appeared officially and the subject of their testimony.

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

The minutes of Board meetings shall be approved at the next succeeding meeting and signed by the Board Secretary.[51]

Notations and any tape or audiovisual recordings shall not be the official record of a public Board meeting but may be available for public access, upon request, in accordance with Board policy. Any notations and/or audiovisual recordings of a Board meeting shall be retained and disposed of in accordance with the district's records retention schedule.[1][52][53]

Recess/Reconvene

The Board may at any time recess or reconvene to a reconvened meeting at a specified date and place, upon the majority vote of those present. The reconvened meeting shall immediately take up its business at the point in the agenda where the motion to recess was acted upon. Notice of the reconvened meeting shall be given as provided in Board policy.[8][9][54]

Executive Session

The Board may hold an executive session, which is not an open meeting, before; during; at the conclusion of a public meeting; or at some other time. The presiding officer shall announce the reason for holding the executive session; the announcement can be made at the public meeting prior to or after the executive session.[12][55][56]

The Board may discuss the following matters in executive session:

1. Employment issues.
2. Labor relations.
3. Purchase or lease of real estate.
4. Consultation with an attorney or other professional advisor regarding potential litigation or identifiable complaints that may lead to litigation.
5. Matters that must be conducted in private to protect a lawful privilege or confidentiality.
6. School safety and security, of a nature that if conducted in public, would:[12]

    a. Be reasonably likely to impair the effectiveness of school safety measures.

    b. Create a reasonable likelihood of jeopardizing the safety or security of an individual or a school, including a building, public utility, resource, infrastructure, facility or information storage system.

Official actions based on discussions held in executive session shall be taken at a public meeting.

Work Sessions

The Board may meet as a Committee of the Whole in a public meeting to vote on or to discuss issues. Public notice of such meetings shall be made in accordance with Board procedures.[2][54]

A meeting of the Committee of the Whole, not regularly scheduled, may be called at any time by the President; the President shall call such a meeting when requested to do so by school directors. Public notice of the meeting shall be made in accordance with Board procedures.

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

Committee Meetings

Standing committee meetings may be called at any time by the committee chairperson, with proper public notice, or when requested to do so by 2 members of the committee.[8][9][54]

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

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

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

Legal

1. 24 P.S. 407
2. 65 Pa. C.S.A. 701 et seq
3. 24 P.S. 422
4. 24 P.S. 405
5. 24 P.S. 426
6. 24 P.S. 427
7. 24 P.S. 428
8. 65 Pa. C.S.A. 703
9. 65 Pa. C.S.A. 709
10. 24 P.S. 423
11. 24 P.S. 421
12. 24 P.S. 425
13. Pol. 903
14. 24 P.S. 324
15. 24 P.S. 508
16. 24 P.S. 609
17. 24 P.S. 687
18. 24 P.S. 707
19. 24 P.S. 671
20. 24 P.S. 634
21. 24 P.S. 1129
22. 24 P.S. 640
23. 24 P.S. 803
24. Pol. 108
25. 24 P.S. 1071
26. 24 P.S. 1076
27. Pol. 604
28. Pol. 005
29. Pol. 606
30. Pol. 605
31. Pol. 107
32. 24 P.S. 621
33. Pol. 608
34. Pol. 610
35. 24 P.S. 1080
36. 24 P.S. 514
37. 24 P.S. 702
38. 24 P.S. 708
39. 24 P.S. 315
40. Pol. 004

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	100 Programs
Title	Copy of Nondiscrimination in School and Classroom Practices
Code	103
Status	
Adopted	December 2, 2004
Last Revised	November 14, 2017

~~Authority~~

~~The Board declares it to be the policy of this district to provide an equal opportunity for all students to achieve their maximum potential through the programs offered in the schools regardless of race, color, age, creed, religion, gender, sexual orientation, ancestry, national origin, marital status, pregnancy, or handicap/disability.[1][12][2][3][4][13][5][14][6][7][8][9][10][11]~~

~~The district shall provide to all students, without discrimination, course offerings, counseling, assistance, employment, athletics and extracurricular activities. The equitable distribution of district resources is one means the district shall use to ensure all students receive a quality education. The district shall make reasonable accommodations for identified physical and mental impairments that constitute handicaps and disabilities, consistent with the requirements of federal and state laws and regulations.~~

~~The Board encourages students and third parties who have been subject to discrimination to promptly report such incidents to designated employees.~~

~~The Board directs that complaints of discrimination shall be investigated promptly, and corrective action be taken when allegations are substantiated. Confidentiality of all parties shall be maintained, consistent with the district's legal and investigative obligations.~~

~~No reprisals nor retaliation shall occur as a result of good faith charges of discrimination.~~

~~Delegation of Responsibility~~

~~In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the Superintendent or his/her designee as the district's Compliance Officer.~~

~~The Compliance Officer shall publish and disseminate this policy and complaint procedure at least annually to students, parents/guardians, employees and the public.~~

~~Nondiscrimination statements shall include the position, office address, telephone number and email address of the Compliance Officer.~~

The Compliance Officer shall annually inform students, parents/guardians, employees, and the public of the nondiscrimination practices by means of the following: publication in the district's News Bulletin, publication in handbooks, and presentation at an assembly.

The Compliance Officer is responsible to monitor the implementation of nondiscrimination procedures in the following areas:

1. Curriculum and Materials – Review of curriculum guides, textbooks and supplemental materials for discriminatory bias.

2. Training – Provision of training for students and staff to identify and alleviate problems of discrimination.

3. Student Access – Review of programs, activities and practices to ensure that all students have equal access and are not segregated except when permissible by law or regulation.

4. District Support – Assurance that like aspects of the school program receive like support as to staffing and compensation, facilities, equipment, and related matters.

5. Student Evaluation – Review of tests, procedures and guidance and counseling materials for stereotyping and discrimination.

The building principal or designee shall be responsible to complete the following duties when receiving a complaint of discrimination:

1. Inform the student or third party of the right to file a complaint and the complaint procedure.

2. Inform the complainant that s/he may be accompanied by a parent/guardian during all steps of the complaint procedure.

3. Notify the complainant and the accused of the progress at appropriate stages of the procedure.

4. Refer the complainant to the Compliance Officer if the building principal is the subject of the complaint.

Guidelines

Complaint Procedure – Student/Third Party

Step 1 – Reporting

A student or third party who believes s/he has been subject to conduct that constitutes a violation of this policy is encouraged to immediately report the incident to the building principal.

A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the building principal.

If the building principal is the subject of a complaint, the student, third party or employee shall report the incident directly to the Compliance Officer.

The complainant or reporting employee is encouraged to use the report form available from the building principal, but oral complaints shall be acceptable.

Step 2 – Investigation

Upon receiving a complaint of discrimination, the building principal shall immediately notify the Compliance Officer. The Compliance Officer shall authorize the building principal to investigate the complaint, unless the building principal is the subject of the complaint or is unable to conduct the investigation.

The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the incident. The investigator may also evaluate any other information and materials relevant to the investigation.

If the investigation results in a determination that the conduct being investigated may involve a violation of criminal law, the building principal shall inform law enforcement authorities about the incident.

The obligation to conduct this investigation shall not be negated by the fact that a criminal investigation of the incident is pending or has been concluded.

Step 3 – Investigative Report

The building principal shall prepare a written report within fifteen (15) days, unless additional time to complete the investigation is required. The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual and whether it is a violation of this policy, and a recommended disposition of the complaint.

Findings of the investigation shall be provided to the complainant, the accused, and the Compliance Officer.

Step 4 – District Action

If the investigation results in a finding that the complaint is factual and constitutes a violation of this policy, the district shall take prompt, corrective action to ensure that such conduct ceases and will not recur. District staff shall document the corrective action taken and, where not prohibited by law, inform the complainant.

Disciplinary actions shall be consistent with the Student Code of Conduct, Board policies and district procedures, applicable collective bargaining agreements, and state and federal laws.

If it is concluded that a student has knowingly made a false complaint under this policy, such student shall be subject to disciplinary action.

Appeal Procedure

1. If the complainant or the accused is not satisfied with a finding made pursuant to the policy or with the corrective action recommended in the investigative report, s/he may submit a written appeal to the Compliance Officer within fifteen (15) days.

2. The Compliance Officer shall review the investigation and the investigative report and may also conduct a reasonable investigation to assess the sufficiency and propriety of the prior investigation.

3. The Compliance Officer shall prepare a written response to the appeal within fifteen (15) days. Copies of the response shall be provided to the complainant, the accused and the building principal who conducted the initial investigation.

Legal

1. 24 P.S. 1310
2. 22 PA Code 4.4
3. 22 PA Code 12.1
4. 22 PA Code 12.4
5. 24 P.S. 5004
6. 20 U.S.C. 1681 et seq
7. 20 U.S.C. 6321
8. 29 U.S.C. 794
9. 42 U.S.C. 2000d et seq
10. 42 U.S.C. 12101 et seq
11. Pol. 103.1
12. 24 P.S. 1601-C et seq
13. 22 PA Code 15.1 et seq
14. 43 P.S. 951 et seq

28 CFR Part 35
28 CFR Part 41
34 CFR Part 100
34 CFR Part 104
34 CFR Part 106
34 CFR Part 110
Pol. 000
Pol. 122
Pol. 123
Pol. 701
Pol. 906

103-Attach.doc (30 KB)

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	100 Programs
Title	Nondiscrimination/Discriminatory Harassment - School and Classroom Practices
Code	103 Vol V 2018
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019
Prior Revised Dates	11/14/2017

Authority

The Board declares it to be the policy of this district to provide an equal opportunity for all students to achieve their maximum potential through the programs offered in the schools without discrimination on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy or handicap/disability.[1][2][3][4][5][6][7][8][9][10][11][12][13][14][15][16][17][18][19]

The district strives to maintain a safe, positive learning environment for all students that is free from discrimination. Discrimination is inconsistent with the educational and programmatic goals of the district and is prohibited on school grounds, at school-sponsored activities and on any conveyance providing transportation to or from a school entity or school-sponsored activity.

The district shall provide to all students, without discrimination, course offerings, counseling, assistance, services, employment, athletics and extracurricular activities. The district shall make reasonable accommodations for identified physical and mental impairments that constitute handicaps and disabilities, consistent with the requirements of federal and state laws and regulations.

The Board encourages students and third parties who believe they or others have been subject to discrimination to promptly report such incidents to designated employees, even if some elements of the related incident took place or originated away from school grounds, school activities or school conveyances.

The Board directs that verbal and written complaints of discrimination shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of discrimination brought pursuant to this policy shall also be reviewed for conduct which may not be proven discriminatory under this policy but merits review and possible action under other Board policies.

Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with this policy and the district's legal and investigative obligations.

Retaliation

The Board prohibits retaliation against any person for making a report of discrimination or participating in a related investigation or hearing, or for opposing practices the person reasonably believes to be discriminatory. A complaint of retaliation shall be handled in the same manner as a complaint of discrimination.

Definitions

Discriminatory Harassment

Harassment by students, employees or third parties on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy, handicap/disability or for participation in reports or investigations of alleged discrimination is a form of discrimination and is subject to this policy. A person who is not necessarily an intended victim or target of such harassment but is adversely affected by the offensive conduct may file a report of discrimination on his/her own behalf.[20][21][22][23][24][25][26]

For purposes of this policy, harassment shall consist of unwelcome conduct such as graphic, written, electronic, verbal or nonverbal acts including offensive jokes, slurs, epithets and name-calling, ridicule or mockery, insults or put-downs, offensive objects or pictures, physical assaults or threats, intimidation, or other conduct that may be harmful or humiliating or interfere with a person's school or school-related performance and which relates to an individual's or group's race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy or handicap/disability when such conduct is:

1. Sufficiently severe, persistent or pervasive; and

2. A reasonable person in the complainant's position would find that it creates an intimidating, threatening or abusive educational environment such that it deprives or adversely interferes with or limits an individual or group of the ability to participate in or benefit from the services, activities or opportunities offered by a school.

Sexual Harassment

Sexual harassment is a form of discrimination on the basis of sex and is subject to this policy. For purposes of this policy, sexual harassment shall consist of unwelcome sexual advances; requests for sexual favors; and other inappropriate verbal, nonverbal, written, graphic or physical conduct of a sexual nature when:

1. Submission to such conduct is made explicitly or implicitly a term or condition of a student's status in any educational or other programs offered by a school; or

2. Submission to or rejection of such conduct is used as the basis for educational or other program decisions affecting a student; or

3. Such conduct deprives a student or group of individuals of educational aid, benefits, services or treatment; or

4. Such conduct is sufficiently severe, persistent or pervasive that a reasonable person in the complainant's position would find that it unreasonably interferes with the complainant's performance in school or school-related programs, or otherwise creates an intimidating, hostile, or offensive school or school-related environment such that it unreasonably interferes with the complainant's access to or participation in school or school-related programs.

Federal law declares sexual violence a form of sexual harassment. Sexual violence means physical or sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the victim's use of drugs or alcohol. An individual may also be unable to give consent due to an

intellectual or other disability. Sexual violence includes but is not limited to rape, sexual assault, sexual battery and sexual coercion.

Delegation of Responsibility

In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the

Superintendent as the district's Compliance Officer. All nondiscrimination notices or information shall include the position, office address, telephone number and email address of the Compliance Officer.

The Compliance Officer shall publish and disseminate this policy and complaint procedure at least annually to students, parents/guardians, employees and the public to notify them of where and how to initiate complaints under this policy.

The Compliance Officer is responsible to ensure adequate nondiscrimination procedures are in place, to recommend new procedures or modifications to procedures and to monitor the implementation of the district’s nondiscrimination procedures in the following areas:

1. Curriculum and Materials - Review of curriculum guides, textbooks and supplemental materials for discriminatory bias.

2. Training - Provision of training for students and staff to prevent, identify and alleviate problems of discrimination.

3. Student Access - Review of programs, activities and practices to ensure that all students have equal access and are not segregated except when permissible by law or regulation.

4. District Support - Assurance that like aspects of the school program receive like support as to staffing and compensation, facilities, equipment, and related areas.

5. Student Evaluation - Review of tests, procedures, and guidance and counseling materials for stereotyping and discrimination.

6. Complaints - Monitor and provide technical assistance to building principals or designee in processing complaints.

The building principal or designee shall be responsible to promptly complete the following duties upon receipt of a report of discrimination or retaliation from a student, employee or third party:

1. If the building principal is the subject of the complaint, refer the complainant to the Compliance Officer to carry out these responsibilities.

2. Inform the complainant about this policy including the right to an investigation of both oral and written complaints of discrimination.

3. Inform parents/guardians of the complainant that the complainant may be accompanied by a parent/guardian during all steps of the complaint procedure. When a parent/guardian requests confidentiality, explain that the school shall take all reasonable steps to investigate and respond to the complaint consistent with that request for confidentiality as long as doing so does not preclude the school from responding effectively to the discrimination and preventing discrimination of other students.

4. Provide relevant information on resources available in addition to the school complaint procedure, such as making reports to the police, available assistance from domestic violence or rape crisis programs and community health resources including counseling resources.

5. Immediately notify the Compliance Officer of the complaint. The Compliance Officer shall assess whether the investigation should be conducted by the building principal, another district employee, the Compliance Officer or an attorney and shall promptly assign the investigation to that individual. When a parent/guardian has requested confidentiality, the Compliance Officer shall provide the parent/guardian with a letter containing information related to the district's legal obligations to conduct an investigation and address violations of this policy, and any other information appropriate to the specific complaint.

6. After consideration of the allegations and in consultation with the Compliance Officer and other appropriate individuals, promptly implement interim measures as appropriate to protect the complainant and others as necessary from violation of this policy during the course of the investigation.

Guidelines

Complaint Procedure – Student/Third Party

Step 1 – Reporting

A student or third party who believes s/he has been subject to conduct by any student, employee or third party that constitutes a violation of this policy is encouraged to immediately report the incident to the building principal. Any person with knowledge of conduct that may violate this policy is encouraged to immediately report the matter to the building principal.

A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the building principal, as well as properly making any mandatory police or child protective services reports required by law. [27]

If the building principal is the subject of a complaint, the student, third party or employee shall report the incident directly to the Compliance Officer.

The complainant or reporting employee may be encouraged to use the district's report form, available from the building principal or Compliance Officer, or to put the complaint in writing; however, oral complaints shall be accepted, documented and the procedures of this policy implemented. The person accepting the verbal or written complaint may provide factual information on the complaint and the investigative process, the impact of choosing to seek confidentiality and the right to file criminal charges. In all other respects, the person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the complainant or those accused of a violation of this policy.

Step 2 – Investigation

The Compliance Officer shall ensure that the individual assigned to investigate the complaint has an appropriate understanding of the relevant laws pertaining to discrimination issues and this policy and how to conduct investigations.

The investigator shall work with the Compliance Officer to assess the anticipated scope of the investigation, who needs to be interviewed and what records may be relevant to the investigation.

The investigator shall conduct an adequate, reliable and impartial investigation. The complainant and the accused may suggest additional witnesses and provide other evidence during the course of the investigation. When the initial complaint involves allegations relating to conduct which took place away from school property, school-sponsored activities or school conveyances, the investigation may include inquiries related to these allegations to determine whether they resulted in continuing effects such as harassment in school settings.

The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the allegations. The investigator may also evaluate any other information

and materials relevant to the investigation. The person making the report, parties, parents/guardians and witnesses shall be informed of the prohibition against retaliation for anyone's participation in the process and that conduct believed to be retaliatory should be reported. All individuals providing statements or other information or participating in the investigation shall be instructed to keep the matter confidential and to report any concerns about confidentiality to the investigator.

If the investigation reveals that the conduct being investigated may involve a violation of criminal law, the investigator shall promptly notify the Compliance Officer, who shall promptly inform law enforcement authorities about the allegations.[27][28][29]

The obligation to conduct this investigation shall not be negated by the fact that a criminal or child protective services investigation of the allegations is pending or has been concluded. The investigator should coordinate with any other ongoing investigations of the allegations, including agreeing to requests for a short delay in fulfilling the district's investigative responsibilities during the fact-finding portion of a criminal or child protective services investigation. Such delays shall not extend beyond the time necessary to prevent interference with or disruption of the criminal or child protective services investigation.

Step 3 – Investigative Report

The investigator shall prepare and submit a written report to the Compliance Officer within twenty (20) days of the initial report of alleged discrimination, unless the nature of the allegations, anticipated extent of the investigation or the availability of witnesses requires the investigator and the Compliance Officer to establish a different due date. The parties shall be notified of the anticipated date the investigative report will be completed and of any changes to the anticipated due date during the course of the investigation.

The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual, the information and evaluation that formed the basis for this determination, whether the conduct violated this policy and of any other violations of law or Board policy which may warrant further district action, and a recommended disposition of the complaint. An investigation into discriminatory harassment or sexual harassment shall consider the record as a whole and the totality of circumstances in determining whether a violation of this policy has occurred, recognizing that persistent and pervasive conduct, when taken together, may be a violation even when the separate incidents are not severe.

The complainant and the accused shall be informed of the outcome of the investigation, for example, whether the investigator believes the allegations to be founded or unfounded, within a reasonable time of the submission of the written report to the extent authorized by the Family Educational Rights and Privacy Act (FERPA) and other applicable laws. The accused shall not be notified of the individual remedies offered or provided to the complainant.[30][31][32]

Step 4 – District Action

If the investigation results in a finding that some or all of the allegations of the complaint are established and constitute a violation of this policy, the district shall take prompt, corrective action designed to ensure that such conduct ceases and that no retaliation occurs. The district shall promptly take appropriate steps to prevent the recurrence of the prohibited conduct and to address the discriminatory effect the prohibited conduct had on the complainant and the school or school program environment. District staff shall document the corrective action taken and, where not prohibited by law, inform the complainant. The Compliance Officer shall follow up by assessing the effectiveness of the corrective action at reasonable intervals.

If an investigation results in a finding that a different policy was violated separately from or in addition to violations of this policy, or that there are circumstances warranting further action, such matters shall be addressed at the conclusion of this investigation or through disciplinary or other appropriate referrals where further evaluation or investigation is necessary.

Disciplinary actions shall be consistent with the Code of Student Conduct, Board policies and administrative regulations, district procedures, applicable collective bargaining agreements, and state and federal laws.

Appeal Procedure

1. If the complainant or the accused is not satisfied with a finding made pursuant to the policy or with recommended corrective action, s/he may submit a written appeal to the Compliance Officer within fifteen (15) days. If the Compliance Officer investigated the complaint, such appeal shall be made to the Superintendent.

2. The individual receiving the appeal shall review the investigation and the investigative report and may also conduct or designate another person to conduct a reasonable supplemental investigation to assess the sufficiency and propriety of the prior investigation.

3. The person handling the appeal shall prepare a written response to the appeal within twenty (20) days. Copies of the response shall be provided to the complainant, the accused and the investigator who conducted the initial investigation.

Legal

1. 20 U.S.C. 1681 et seq
2. 22 PA Code 12.1
3. 22 PA Code 12.4
4. 22 PA Code 15.1 et seq
5. 22 PA Code 4.4
6. 24 P.S. 1301
7. 24 P.S. 1310
8. 24 P.S. 1601-C et seq
9. 24 P.S. 5004
10. 29 U.S.C. 794
11. 42 U.S.C. 12101 et seq
12. 42 U.S.C. 1981 et seq
13. 42 U.S.C. 2000d et seq
14. 43 P.S. 951 et seq
15. Pol. 103.1
16. Pol. 218
17. Pol. 247
18. Pol. 249
19. U.S. Const. Amend. XIV, Equal Protection Clause
20. 29 CFR 1604.11
21. 29 CFR 1606.8
22. Davis v. Monroe County Board of Education, 526 U.S. 629 (1999)
23. Franklin v. Gwinnett County Public Schools, 503 U.S. 60 (1992)
24. Office for Civil Rights - Guidance on Schools' Obligations to Protect Students from Student-on-Student Harassment on the Basis of Sex; Race, Color and National Origin; and Disability (Oct. 26, 2010)
25. Office for Civil Rights - Resources for Addressing Racial Harassment

26. Office for Civil Rights - Revised Harassment Guidance: Harassment of Students by School Employees, Other Students or Third Parties Title IX (January 2001)

27. Pol. 806

28. 18 Pa. C.S.A. 2709

29. Pol. 815

30. Pol. 216

31. 20 U.S.C. 1232g

32. 34 CFR Part 99

28 CFR Part 35

28 CFR Part 41

34 CFR Part 100

34 CFR Part 104

34 CFR Part 106

34 CFR Part 110

Pol. 113

Pol. 122

Pol. 123

Pol. 138

Pol. 701

103Attach-ReportFormComplaints.doc (29 KB)

103Attach-TemplateLetter.docx (24 KB)

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	100 Programs
Title	Copy of Nondiscrimination – Qualified Students With Disabilities
Code	103.1
Status	
Adopted	January 12, 2010
Last Revised	November 14, 2017

~~Authority~~

~~The Board declares it to be the policy of this district to ensure that all district programs and practices are free from discrimination against all qualified students with disabilities. The Board recognizes its responsibility to provide academic and nonacademic services and programs equally to students with and without disabilities.[1][2][3][12][5][6][36][37]~~[9]

~~The district shall provide to each qualified student with a disability enrolled in the district, without cost to the student or parent/guardian, a free and appropriate public education (FAPE). This includes provision of education and related aids, services, or accommodations which are needed to afford each qualified student with a disability equal opportunity to participate in and obtain the benefits from educational programs and extracurricular activities without discrimination, to the same extent as each student without a disability, consistent with federal and state laws and regulations.~~

~~The Board encourages students and parents/guardians who believe they have been subjected to discrimination or harassment to promptly report such incidents to designated employees.~~

~~The Board directs that complaints of discrimination or harassment shall be investigated promptly, and corrective action be taken for substantiated allegations. Confidentiality of all parties shall be maintained, consistent with the district's legal and investigative obligations.~~

~~The district shall not intimidate, threaten, coerce, discriminate or retaliate against any individual for the purpose of interfering with any right or privilege secured by this policy.~~

~~Definitions~~

~~**Qualified student with a disability** - a student who has a physical or mental disability which substantially limits or prohibits participation in or access to an aspect of the district's educational programs, nonacademic services or extracurricular activities.[10][11]~~

~~**Section 504 Team** - a group of individuals who are knowledgeable about the student, the meaning of the evaluation data and the placement options for the student. This could include, as appropriate, documentation or input from classroom teachers, counselors, psychologists, school nurses, outside care providers and the student's parents/guardians.[12][37]~~

Section 504 Service Agreement (Service Agreement) - an individualized plan for a qualified student with a disability which sets forth the specific related aids, services, or accommodations needed by the student, which shall be implemented in school, in transit to and from school, and in all programs and procedures, so that the student has equal access to the benefits of the school's educational programs, nonacademic services, and extracurricular activities.[13]

Disability harassment - intimidation or abusive behavior toward a student based on disability that creates a hostile environment by interfering with or denying a student's participation in or receipt of benefits, services, or opportunities in the school's educational programs, nonacademic services, or extracurricular activities.[14]

Delegation of Responsibility

In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the Superintendent as the district's Section 504 Coordinator.[15]

In addition, each school within the district shall have a Section 504 building administrator.

The district shall publish and disseminate this policy and complaint procedure on or before the first day of each school year by posting it on the district's web site and in the student handbook. The district shall notify parents/guardians of students residing in the district of the district's responsibilities under applicable laws and regulations, and that the district does not discriminate against qualified individuals with disabilities.[16][17]

Guidelines

Identification and Evaluation

The district shall conduct an annual child find campaign to locate and identify every district student with a disability thought to be eligible for Section 504 services and protections. The district may combine this search with the district's IDEA child find efforts, in order to not duplicate efforts.[17] [18]

If a parent/guardian or the district has reason to believe that a student should be identified as a qualified student with a disability, should no longer be identified as a qualified student with a disability, or requires a change in or modification of the student's current Service Agreement, the parent/guardian or the district shall provide the other party with written notice.[19][20][21]

The district shall establish standards and procedures for initial evaluations and periodic re-evaluations of students who need or are believed to need related services because of a disability.[21]

The district shall specifically identify the procedures and types of tests used to evaluate a student, and provide the parent/guardian the opportunity to give or withhold consent to the proposed evaluation(s) in writing.[21]

The district shall establish procedures for evaluation and placement that assure tests and other evaluation materials:

1. Have been validated and are administered by trained personnel.
2. Are tailored to assess educational need and are not based solely on IQ scores.
3. Reflect aptitude or achievement or anything else the tests purport to measure and do not reflect the student's impaired sensory, manual or speaking skills (except where those skills are what is being measured).

Service Agreement

If a student is determined to be a qualified student with a disability, the district shall develop a written Service Agreement for the delivery of all appropriate aids, services, or accommodations necessary to provide the student with FAPE.[13]

The district shall not implement a Service Agreement until the written agreement is executed by a representative of the district and a parent/guardian.[13]

The district shall not modify or terminate a student's current Service Agreement without the parent's/guardian's written consent.[19]

Educational Programs/Nonacademic Services/Extracurricular Activities

The district shall educate a qualified student with a disability with students who are not disabled to the maximum extent appropriate to the needs of the student with a disability. A qualified student with a disability shall be removed from the regular educational environment only when the district determines that educating the student in the regular educational environment with the use of related aids, services, or accommodations cannot be achieved satisfactorily. Placement in a setting other than the regular educational environment shall take into account the proximity of the alternative setting to the student's home.[22][23]

The district shall not discriminate against any qualified student with a disability in its provision of nonacademic services and extracurricular activities, including but not limited to, counseling services, athletics, transportation, health services, recreational activities, special interest groups or clubs, and referrals to agencies which provide assistance to individuals with disabilities.[22][23][24][25][26][27][28]

Discipline

When necessary, the district shall discipline qualified students with disabilities in accordance with state and federal laws and regulations and Board policies.[29][30]

Parental Involvement

Parents/Guardians have the right to inspect and review all relevant school records of the student, meet with the appropriate school officials to discuss any and all issues relevant to the evaluation and accommodations of their child, and give or withhold their written consent to the evaluation and/or the provision of services.[20][13][31][21]

Confidentiality of Student Records

All personally identifiable information regarding a qualified student with a disability shall be treated as confidential and disclosed only as permitted by the Family Educational Rights and Privacy Act (FERPA) and its implementing regulations, state regulations, and Board policy.[32][33]

Procedural Safeguards

The district shall establish and implement a system of procedural safeguards that includes notice of rights to the parent/guardian of a student suspected of being a qualified student with a disability, an opportunity for the parent/guardian to review relevant records, an impartial hearing with an opportunity for participation by the student's parent/guardian, and a review procedure.[31][34]

A student or parent/guardian filing a claim of discrimination need not exhaust these procedures prior to initiating court action under Section 504.[20]

Parental Request For Assistance –

Parents/Guardians may file a written request for assistance with the Pennsylvania Department of Education (PDE) if one (1) or both of the following apply:[31]

1. The district is not providing the related aids, services and accommodations specified in the student's Service Agreement.

2. The district has failed to comply with the procedures and state regulations.

PDE shall investigate and respond to requests for assistance and, unless exceptional circumstances exist, shall, within sixty (60) calendar days of receipt of the request, send to the parents/guardians and district a written response to the request. The response to the parents'/guardians' request shall be in the parents'/guardians' native language or mode of communication.[31]

Informal Conference –

At any time, parents/guardians may file a written request with the district for an informal conference with respect to the identification or evaluation of a student, or the student's need for related aids, services or accommodations. Within ten (10) school days of receipt of the request, the district shall convene an informal conference. At the conference, every effort shall be made to reach an amicable agreement.[31]

Formal Due Process Hearing –

If the matters raised by the district or parents/guardians are not resolved at the informal conference, the district or parents/guardians may submit a written request for an impartial due process hearing. The hearing shall be held before an impartial hearing officer and shall be conducted in accordance with state regulations.[35][31]

Judicial Appeals –

The decision of the impartial hearing officer may be appealed to a court of competent jurisdiction.[31]

Complaint Procedure

This complaint procedure is in addition to and does not prevent parents/guardians from using any option in the procedural safeguards system.[9]

Step 1 – Reporting

A student or parent/guardian who believes s/he has been subject to conduct that constitutes a violation of this policy is encouraged to immediately report the incident to the Section 504 building administrator.

A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the Section 504 building administrator.

If the Section 504 building administrator is the subject of a complaint, the student, parent/guardian or employee shall report the incident directly to the district's Section 504 Coordinator.

The complainant or reporting employee is encouraged to use the report form available from the Section 504 building administrator, but oral complaints shall be acceptable. Oral complaints shall be documented by the Section 504 building administrator.

Step 2 – Investigation

Upon receiving a complaint of discrimination, the Section 504 building administrator shall immediately notify the district's Section 504 Coordinator. The Section 504 Coordinator shall authorize the Section 504 building administrator to investigate the complaint, unless the Section 504 building administrator is the subject of the complaint or is unable to conduct the investigation.

The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the incident. The investigator may also evaluate any other information and materials relevant to the investigation.

If the investigation results in a determination that the conduct being investigated may involve a violation of criminal law, the Section 504 building administrator shall inform law enforcement authorities about the incident.

The obligation to conduct this investigation shall not be negated by the fact that a criminal investigation of the incident is pending or has been concluded.

Step 3 – Investigative Report

The Section 504 building administrator shall prepare a written report within fifteen (15) days, unless additional time to complete the investigation is required. The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual and whether it is a violation of this policy, and a recommended disposition of the complaint.

Findings of the investigation shall be provided to the complainant, the accused, and the district's Section 504 Coordinator.

Step 4 – District Action

If the investigation results in a finding that the complaint is factual and constitutes a violation of this policy, the district shall take prompt, corrective action to ensure that such conduct ceases and will not recur.

Disciplinary actions shall be consistent with the Student Code of Conduct, Board policies and administrative regulations, district procedures, applicable collective bargaining agreements, and state and federal laws.

Appeal Procedure

1. If the complainant or the accused is not satisfied with a finding made pursuant to the policy or with the recommended corrective action, s/he may submit a written appeal to the district's Section 504 Coordinator within fifteen (15) days.

2. The Section 504 Coordinator shall review the investigation and the investigative report and may also conduct a reasonable investigation to assess the sufficiency and propriety of the prior investigation.

3. The Section 504 Coordinator shall prepare a written response to the appeal within fifteen (15) days. Copies of the response shall be provided to the complainant, the accused and the Section 504 building administrator who conducted the initial investigation.

Legal

1. 22 PA Code 4.4
2. 22 PA Code 12.1
3. 22 PA Code 12.4
5. 29 U.S.C. 794
6. 42 U.S.C. 12101 et seq
9. Pol. 103
10. 22 PA Code 15.2
11. 42 U.S.C. 12102
12. 22 PA Code 15.1 et seq
13. 22 PA Code 15.7
14. Pol. 248
15. 34 CFR 104.7
16. 22 PA Code 15.4
17. 34 CFR 104.32
18. Pol. 113
19. 22 PA Code 15.5
20. 22 PA Code 15.6
21. 34 CFR 104.35
22. 22 PA Code 15.3
23. 34 CFR 104.34
24. 34 CFR 104.37
25. Pol. 112
26. Pol. 122
27. Pol. 123
28. Pol. 810
29. Pol. 218
30. Pol. 233
31. 22 PA Code 15.8
32. 22 PA Code 15.9
33. Pol. 216
34. 34 CFR 104.36
35. 22 PA Code 14.162

20 U.S.C. 1232g

34 CFR Part 99

36. 28 CFR Part 35
37. 34 CFR Part 104

34 CFR Part 99

Pol. 227

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NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	100 Programs
Title	Nondiscrimination - Qualified Students with Disabilities
Code	103.1 Vol V 2018
Status	First Reading
Adopted	January 12, 2010
Last Revised	October 8, 2019
Prior Revised Dates	11/14/2017

Authority

The Board declares it to be the policy of this district to ensure that all district programs and practices are free from discrimination against all qualified students with disabilities. The Board recognizes its responsibility to provide academic and nonacademic services and programs equally to students with and without disabilities.[1][2][3][4][5][6][7][8][9][10]

The district shall provide to each qualified student with a disability enrolled in the district, without cost to the student or parent/guardian, a free and appropriate public education (FAPE). This includes provision of education and related aids, services, or accommodations which are needed to afford each qualified student with a disability equal opportunity to participate in and obtain the benefits from educational programs and extracurricular activities without discrimination, to the same extent as each student without a disability, consistent with federal and state laws and regulations.

The Board encourages students and parents/guardians who believe they have been subjected to discrimination or harassment to promptly report such incidents to designated employees.

The Board directs that complaints of discrimination or harassment shall be investigated promptly, and corrective **or preventative** action be taken for substantiated allegations.

Confidentiality

Confidentiality of all parties**, witnesses, the allegations, the filing of a complaint and the investigation** shall be maintained, consistent with the district's legal and investigative obligations.

Retaliation

The district shall not intimidate, threaten, coerce, discriminate or retaliate against any individual for the purpose of interfering with any right or privilege secured by this policy.

Definitions

Qualified student with a disability - a student who has a physical or mental disability which substantially limits or prohibits participation in or access to an aspect of the district's educational

programs, nonacademic services or extracurricular activities.[11][12]

Section 504 Team - a group of individuals who are knowledgeable about the student, the meaning of the evaluation data and the placement options for the student. This could include, as appropriate, documentation or input from classroom teachers, counselors, psychologists, school nurses, outside care providers and the student's parents/guardians.[3][8]

Section 504 Service Agreement (Service Agreement) - an individualized plan for a qualified student with a disability which sets forth the specific related aids, services, or accommodations needed by the student, which shall be implemented in school, in transit to and from school, and in all programs and procedures, so that the student has equal access to the benefits of the school's educational programs, nonacademic services, and extracurricular activities.[13]

Disability harassment - intimidation or abusive behavior toward a student based on disability that creates a hostile environment by interfering with or denying a student's participation in or receipt of benefits, services, or opportunities in the school's educational programs, nonacademic services, or extracurricular activities.[10]

Delegation of Responsibility

In order to maintain a program of nondiscrimination practices that is in compliance with applicable law and regulations, the Board designates the
Superintendent as the district's Section 504 Coordinator.[14]

In addition, each school within the district shall have a Section 504 building administrator.

The district shall publish and disseminate this policy and complaint procedure on or before the first day of each school year by posting it on the district's website, if available, and in the student handbook. The district shall notify parents/guardians of students residing in the district of the district's responsibilities under applicable law and regulations, and that the district does not discriminate against qualified individuals with disabilities.[15][16]

Guidelines

Identification and Evaluation

The district shall conduct an annual child find campaign to locate and identify every district student with a disability thought to be eligible for Section 504 services and protections. The district may combine this search with the district's IDEA child find efforts, in order to not duplicate efforts.[16] [17]

If a parent/guardian or the district has reason to believe that a student should be identified as a qualified student with a disability, should no longer be identified as a qualified student with a disability, or requires a change in or modification of the student's current Service Agreement, the parent/guardian or the district shall provide the other party with written notice.[18][19][20]

The district shall establish standards and procedures for initial evaluations and periodic re-evaluations of students who need or are believed to need related services because of a disability.[20]

The district shall specifically identify the procedures and types of tests used to evaluate a student, and provide the parent/guardian the opportunity to give or withhold consent to the proposed evaluation(s) in writing.[20]

The district shall establish procedures for evaluation and placement that assure tests and other evaluation materials:

1. Have been validated and are administered by trained personnel.

2. Are tailored to assess educational need and are not based solely on IQ scores.

3. Reflect aptitude or achievement or anything else the tests purport to measure and do not reflect the student's impaired sensory, manual or speaking skills (except where those skills are what is being measured).

Service Agreement

If a student is determined to be a qualified student with a disability, the district shall develop a written Service Agreement for the delivery of all appropriate aids, services, or accommodations necessary to provide the student with FAPE.[13]

The district shall not implement a Service Agreement until the written agreement is executed by a representative of the district and a parent/guardian.[13]

The district shall not modify or terminate a student's current Service Agreement without the parent's/guardian's written consent.[18]

Educational Programs/Nonacademic Services/Extracurricular Activities

The district shall educate a qualified student with a disability with students who are not disabled to the maximum extent appropriate to the needs of the student with a disability. A qualified student with a disability shall be removed from the regular educational environment only when the district determines that educating the student in the regular educational environment with the use of related aids, services, or accommodations cannot be achieved satisfactorily. Placement in a setting other than the regular educational environment shall take into account the proximity of the alternative setting to the student's home.[21][22]

The district shall not discriminate against any qualified student with a disability in its provision of nonacademic services and extracurricular activities, including but not limited to, counseling services, athletics, transportation, health services, recreational activities, special interest groups or clubs, and referrals to agencies which provide assistance to individuals with disabilities.[21][22][23][24][25][26][27]

Parental Involvement

Parents/Guardians have the right to inspect and review all relevant school records of the student, meet with the appropriate school officials to discuss any and all issues relevant to the evaluation and accommodations of their child, and give or withhold their written consent to the evaluation and/or the provision of services.[13][19][20][28]

Confidentiality of Student Records

All personally identifiable information regarding a qualified student with a disability shall be treated as confidential and disclosed only as permitted by the Family Educational Rights and Privacy Act (FERPA) and its implementing regulations, state regulations, and Board policy.[29][30]**[31][32]**

Discipline

When necessary, the district shall discipline qualified students with disabilities in accordance with state and federal laws and regulations and Board policies.[33][34]

Referral to Law Enforcement and Reporting Requirements

For reporting purposes, the term incident shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act.[35][36][37]

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents committed on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity by a qualified student with a disability, including a student for whom an evaluation is pending, to the local police department that has jurisdiction over the school's property, in accordance with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement, and Board policies. The Superintendent or designee shall respond in a manner that is consistent with the student's Service Agreement and Behavior Support Plan, if applicable.[11][13][21][29][33][38][39][40][41][42][43][44][45][46][47][48]

In making a determination of whether to notify the local police department of a discretionary incident committed by a qualified student with a disability, including a student for whom an evaluation is pending, the Superintendent or designee shall use the same criteria used for students who do not have a disability.[10][39][48][49]

For a qualified student with a disability who does not have a Behavior Support Plan as part of the student's Service Agreement, subsequent to notification to law enforcement, the district, in consultation with the student's parent/guardian, shall consider whether a Behavior Support Plan should be developed as part of the Service Agreement to address the student's behavior.[13][40]

In accordance with state law, the Superintendent shall annually, by July 31, report to the Office for Safe Schools on the required form all new incidents committed by qualified students with disabilities, including students for whom an evaluation is pending, which occurred on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity.[36][48]

PROCEDURAL SAFEGUARDS

The district shall establish and implement a system of procedural safeguards that includes notice of rights to the parent/guardian of a student suspected of being a qualified student with a disability, an opportunity for the parent/guardian to review relevant records, an impartial hearing with an opportunity for participation by the student's parent/guardian, and a review procedure.[28][50]

A student or parent/guardian filing a claim of discrimination need not exhaust these procedures prior to initiating court action under Section 504.[19]

Parental Request for Assistance

Parents/Guardians may file a written request for assistance with the Pennsylvania Department of Education (PDE) if one (1) or both of the following apply:[28]

1. The district is not providing the related aids, services and accommodations specified in the student's Service Agreement.

2. The district has failed to comply with the procedures and state regulations.

PDE shall investigate and respond to requests for assistance and, unless exceptional circumstances exist, shall, within sixty (60) calendar days of receipt of the request, send to the parents/guardians and district a written response to the request. The response to the parents'/guardians' request shall be in the parents'/guardians' native language or mode of communication.[28]

Informal Conference

At any time, parents/guardians may file a written request with the district for an informal conference with respect to the identification or evaluation of a student, or the student's need for related aids, services or accommodations. Within ten (10) school days of receipt of the request, the district shall convene an informal conference. At the conference, every effort shall be made to reach an amicable agreement.[28]

Formal Due Process Hearing

If the matters raised by the district or parents/guardians are not resolved at the informal conference, the district or parents/guardians may submit a written request for an impartial due process hearing. The hearing shall be held before an impartial hearing officer and shall be conducted in accordance with state regulations.[28][51]

Judicial Appeals

The decision of the impartial hearing officer may be appealed to a court of competent jurisdiction.[28]

COMPLAINT PROCEDURE

This complaint procedure is in addition to and does not prevent parents/guardians from using any option in the procedural safeguards system.[10]

Step 1 – Reporting

A student or parent/guardian who believes s/he has been subject to conduct by any student, employee or third party that constitutes a violation of this policy is encouraged to immediately report the incident to the Section 504 building administrator. Any person with knowledge of conduct that may violate this policy, is encouraged to immediately report the matter to the Section 504 building administrator.

A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the Section 504 building administrator, as well as properly making any mandatory police or child protective services reports required by law.[52]

If the Section 504 building administrator is the subject of a complaint, the student, parent/guardian or employee shall report the incident directly to the district's Section 504 Coordinator.

The complainant or reporting employee may be encouraged to use the district's report form, available from the Section 504 building administrator or Section 504 Coordinator, or to put the complaint in writing; however, oral complaints shall be accepted, documented and the procedures of this policy implemented. The person accepting the verbal or written complaint may provide factual information on the complaint and the investigative process, the impact of choosing to seek confidentiality and the right to file criminal charges. In all other respects, the person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the complainant or those accused of a violation of this policy.

Step 2 – Investigation

The Section 504 Coordinator shall ensure that the individual assigned to investigate the complaint has an appropriate understanding of the relevant laws pertaining to discrimination issues and this policy and how to conduct investigations.

The investigator shall work with the Section 504 Coordinator to assess the anticipated scope of the investigation, who needs to be interviewed and what records may be relevant to the investigation.

The investigator shall conduct an adequate, reliable and impartial investigation. The complainant and the accused may suggest additional witnesses and provide other evidence during the course of the investigation. When the initial complaint involves allegations relating to conduct which took place away from school property, school-sponsored activities or school conveyances, the investigation may include inquiries related to these allegations to determine whether they resulted in continuing effects such as harassment in school settings.

The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the allegations. The investigator may also evaluate any other information and materials relevant to the investigation. The person making the report, parties, parents/guardians and witnesses shall be informed of the prohibition against retaliation for anyone's participation in the process and that conduct believed to be retaliatory should be reported. All individuals providing statements or other information or participating in the investigation shall be instructed to keep the matter confidential and to report any concerns about confidentiality to the investigator.

If the investigation reveals that the conduct being investigated may involve a violation of criminal law, the investigator shall promptly notify the Section 504 Coordinator, who shall promptly inform law enforcement authorities about the allegations.[10][52][53][54]

The obligation to conduct this investigation shall not be negated by the fact that a criminal or child protective services investigation of the allegations is pending or has been concluded. The investigator should coordinate with any other ongoing investigations of the allegations, including agreeing to requests for a short delay in fulfilling the district's investigative responsibilities during the fact-finding portion of a criminal or child protective services investigation. Such delays shall not extend beyond the time necessary to prevent interference with or disruption of the criminal or child protective services investigation.

Step 3 – Investigative Report

The investigator shall prepare and submit a written report to the Section 504 Coordinator within twenty (20) days of the initial report of alleged discrimination, unless the nature of the allegations, anticipated extent of the investigation or the availability of witnesses requires the investigator and the Section 504 Coordinator to establish a different due date. The parties shall be notified of the anticipated date the investigative report will be completed and of any changes to the anticipated due date during the course of the investigation.

The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual, the information and evaluation that formed the basis for this determination, whether the conduct violated this policy and of any other violations of law or Board policy which may warrant further district action, and a recommended disposition of the complaint. An investigation into disability harassment shall consider the record as a whole and the totality of circumstances in determining whether a violation of this policy has occurred, recognizing that persistent and pervasive conduct, when taken together, may be a violation even when the separate incidents are not severe.

The complainant and the accused shall be informed of the outcome of the investigation, for example, whether the investigator believes the allegations to be founded or unfounded, within a reasonable time of the submission of the written report to the extent authorized by the Family Educational Rights and Privacy Act (FERPA) and other applicable laws. The accused shall not be notified of the individual remedies offered or provided to the complainant.**[29][30][31][32]**

Step 4 – District Action

If the investigation results in a finding that some or all of the allegations of the complaint are established and constitute a violation of this policy, the district shall take prompt, corrective action designed to ensure that such conduct ceases and that no retaliation occurs. The district shall promptly take appropriate steps to prevent the recurrence of the prohibited conduct and to address the discriminatory effect the prohibited conduct had on the complainant and the school or school program environment. District staff shall document the corrective action taken and, where not prohibited by law, inform the complainant. The Section 504 Coordinator shall follow up by assessing the effectiveness of the corrective action at reasonable intervals.

If the investigation results in a finding that a different policy was violated separately from or in addition to violations of this policy, or that there are circumstances warranting further action, such

matters shall be addressed at the conclusion of this investigation or through disciplinary or other appropriate referrals where further evaluation or investigation is necessary.

Disciplinary actions shall be consistent with the Code of Student Conduct, Board policies and administrative regulations, district procedures, applicable collective bargaining agreements, and state and federal laws.

Appeal Procedure

1. If the complainant or the accused is not satisfied with a finding made pursuant to the policy or with recommended corrective action, s/he may submit a written appeal to the district's Section 504 Coordinator within fifteen (15) days.

2. The Section 504 Coordinator shall review the investigation and the investigative report and may also conduct a reasonable supplemental investigation to assess the sufficiency and propriety of the prior investigation.

3. The Section 504 Coordinator shall prepare a written response to the appeal within twenty (20) days. Copies of the response shall be provided to the complainant, the accused and the investigator who conducted the initial investigation.

Legal

1. 22 PA Code 12.1
2. 22 PA Code 12.4
3. 22 PA Code 15.1 et seq
4. 22 PA Code 4.4
5. 28 CFR Part 35
6. 28 CFR Part 36
7. 29 U.S.C. 794
8. 34 CFR Part 104
9. 42 U.S.C. 12101 et seq
10. Pol. 103
11. 22 PA Code 15.2
12. 42 U.S.C. 12102
13. 22 PA Code 15.7
14. 34 CFR 104.7
15. 22 PA Code 15.4
16. 34 CFR 104.32
17. Pol. 113
18. 22 PA Code 15.5
19. 22 PA Code 15.6
20. 34 CFR 104.35
21. 22 PA Code 15.3
22. 34 CFR 104.34
23. 34 CFR 104.37
24. Pol. 112
25. Pol. 122

26. Pol. 123
27. Pol. 810
28. 22 PA Code 15.8
29. 22 PA Code 15.9
30. Pol. 216
31. 20 U.S.C. 1232g
32. 34 CFR Part 99
33. Pol. 218
34. Pol. 233
35. 22 PA Code 10.2
36. 24 P.S. 1303-A
37. 35 P.S. 780-102
38. 22 PA Code 10.21
39. 22 PA Code 10.22
40. 22 PA Code 10.23
41. 22 PA Code 10.25
42. 24 P.S. 1302.1-A
43. Pol. 113.2
44. Pol. 218.1
45. Pol. 218.2
46. Pol. 222
47. Pol. 227
48. Pol. 805.1
49. 22 PA Code 15.1
50. 34 CFR 104.36
51. 22 PA Code 14.162
52. Pol. 806
53. 18 Pa. C.S.A. 2709
54. Pol. 815

103_1Attach-ReportFormComplaints.doc (30 KB)

103_1Attach-District-InitiatedEvalNotice.doc (29 KB)

103_1Attach-Parent_GuardianRequest-PermissionToEvaluate.doc (56 KB)

103_1Attach-ProceduralSafeguards.doc (35 KB)

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	100 Programs
Title	Copy of Nondiscrimination in Employment/Contract Practices
Code	104
Status	
Adopted	December 2, 2004
Last Revised	November 14, 2017

~~Authority~~

~~The Board declares it to be the policy of this district to provide to all persons equal access to all categories of employment in this district, regardless of race, color, age, creed, religion, gender, sexual orientation, ancestry, national origin or handicap/disability. The district shall make reasonable accommodations for identified physical and mental impairments that constitute disabilities, consistent with the requirements of federal and state laws and regulations.[1][2][3][4][6][5][7][8][9][10]~~

~~The Board encourages employees and third parties who have been subject to discrimination to promptly report such incidents to designated employees.~~

~~The Board directs that complaints of discrimination shall be investigated promptly, and corrective action be taken when allegations are substantiated. Confidentiality of all parties shall be maintained, consistent with the district's legal and investigative obligations.~~

~~No reprisals nor retaliation shall occur as a result of good faith charges of discrimination. A complaint of retaliation shall be handled in the same manner as a complaint of discrimination.~~

~~Delegation of Responsibility~~

~~In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the Superintendent or designee as the district's Compliance Officer.~~

~~The Compliance Officer shall post this policy and complaint procedure on the district website annually to notify students, parents/guardians, employees and the public.~~

~~Nondiscrimination statements shall include the position, office address, telephone number and email address of the Compliance Officer.~~

~~The Compliance Officer shall annually inform students, parents/guardians, employees, and the public of the nondiscrimination practices by means of the following: publication in the district's News Bulletin, posting of written policy, publication in handbooks, or presentation at an assembly.~~

The Compliance Officer is responsible to monitor the implementation of nondiscrimination procedures in the following areas:

1. Development of position qualifications, job descriptions and essential job functions.
2. Recruitment materials and practices.
3. Procedures for screening, interviewing and hiring.
4. Promotions.
5. Disciplinary actions, up to and including terminations.

The building principal or designee shall be responsible to complete the following duties when receiving a complaint of discrimination:

1. Inform the employee or third party of the right to file a complaint and the complaint procedure.
2. Notify the complainant and the accused of the progress at appropriate stages of the procedure.
3. Refer the complainant to the Compliance Officer if the building principal is the subject of the complaint.

Guidelines

Complaint Procedure – Employee/Third Party

Step 1 – Reporting

An employee or third party who believes s/he has been subject to conduct that constitutes a violation of this policy is encouraged to immediately report the incident to the building principal.

If the building principal is the subject of a complaint, the employee or third party shall report the incident directly to the Compliance Officer.

The complainant is encouraged to use the report form available from the building principal, but oral complaints shall be acceptable.

Step 2 – Investigation

Upon receiving a complaint of discrimination, the building principal shall immediately notify the Compliance Officer. The Compliance Officer shall authorize the building principal to investigate the complaint, unless the building principal is the subject of the complaint or is unable to conduct the investigation.

The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the incident. The investigator may also evaluate any other information and materials relevant to the investigation.

The obligation to conduct this investigation shall not be negated by the fact that a criminal investigation of the incident is pending or has been concluded.

Step 3 – Investigative Report

The building principal shall prepare a written report within fifteen (15) days, unless additional time to complete the investigation is required. The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual and whether it is a violation of this policy, and a recommended disposition of the complaint.

~~Findings of the investigation shall be provided to the complainant, the accused, and the Compliance Officer.~~

~~Step 4 – District Action~~

~~If the investigation results in a finding that the complaint is factual and constitutes a violation of this policy, the district shall take prompt, corrective action to ensure that such conduct ceases and will not recur.~~

~~Disciplinary actions shall be consistent with Board policies and district procedures, applicable collective bargaining agreements, and state and federal laws.~~

~~Appeal Procedure~~

1. ~~If the complainant or the accused is not satisfied with a finding made pursuant to the policy or with the corrective action recommended in the investigative report, s/he may submit a written appeal to the Compliance Officer within fifteen (15) days.~~

2. ~~The Compliance Officer shall review the investigation and the investigative report and may also conduct a reasonable investigation to assess the sufficiency and propriety of the prior investigation.~~

3. ~~The Compliance Officer shall prepare a written response to the appeal within fifteen (15) days. Copies of the response shall be provided to the complainant, the accused and the building principal who conducted the initial investigation.~~

Legal

1. 42 U.S.C. 2000e et seq
2. 20 U.S.C. 1681
3. 42 U.S.C. 12101 et seq
4. 29 U.S.C. 621 et seq
5. 43 P.S. 951 et seq
6. 29 U.S.C. 794
7. 29 U.S.C. 206
8. 42 U.S.C. 1981 et seq
9. 42 U.S.C. 2000ff et seq
10. 43 P.S. 336.3

16 PA Code 44.1 et seq

28 CFR 35.140

28 CFR Part 41

29 CFR Parts 1600-1691

104-Attach.doc (25 KB)

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	100 Programs
Title	Nondiscrimination/Discriminatory Harassment - Employment Practices
Code	104 Vol V 2018
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019
Prior Revised Dates	11/14/2017

Authority

The Board declares it to be the policy of this district to provide to all persons equal access to all categories of employment in this district, regardless of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, genetic information, pregnancy or handicap/disability. The district shall make reasonable accommodations for identified physical and mental impairments that constitute disabilities, consistent with the requirements of federal and state laws and regulations.[1][2][3][4][5][6][7][8][9][10][11]

The Board encourages employees and third parties who believe they or others have been subject to discrimination to promptly report such incidents to designated employees.

The Board directs that verbal and written complaints of discrimination shall be investigated promptly, and appropriate corrective action be taken when allegations are substantiated. The Board directs that any complaint of discrimination brought pursuant to this policy shall also be reviewed for conduct which may not be proven discriminatory under this policy but merits review and possible action under other Board policies.[12][13][14]

Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint, and the investigation shall be handled in accordance with this policy and the district's legal and investigative obligations.

Retaliation

The Board prohibits retaliation against any person for making a report of discrimination or participating in a related investigation or hearing, or opposing practices the person reasonably believes to be discriminatory. A complaint of retaliation shall be handled in the same manner as a complaint of discrimination.

Definitions

Discriminatory Harassment

Harassment by students, employees or third parties on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, genetic information, pregnancy or handicap/disability is a form of discrimination and is subject to this policy. A person who is not necessarily an intended victim or target of such harassment but is adversely affected by the offensive conduct may file a report of discrimination on his/her own behalf.[8][15][16][17][18][19]

For purposes of this policy, harassment shall consist of unwelcome conduct such as graphic, written, electronic, verbal or nonverbal acts including offensive jokes, slurs, epithets and name-calling, ridicule or mockery, insults or put-downs, offensive objects or pictures, physical assaults or threats, intimidation, or other conduct that may be harmful or humiliating or interfere with a person's work performance and which relates to an individual's or group's race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, genetic information, pregnancy or handicap/disability when such conduct is:

1. Sufficiently severe, persistent or pervasive; and

2. A reasonable person in the complainant's position would find that it creates an intimidating, threatening or abusive work environment such that it deprives or adversely interferes with or limits an individual or group of the ability to participate in or benefit from the services, activities or opportunities offered by a school.

For purposes of this policy, sexual harassment shall consist of unwelcome sexual advances; requests for sexual favors; and other inappropriate verbal, nonverbal, written, electronic, graphic or physical conduct of a sexual nature when:

1. Submission to such conduct is made explicitly or implicitly a term or condition of an employee's status; or

2. Submission to or rejection of such conduct is used as the basis for employment-related decisions affecting an employee; or

3. Such conduct is sufficiently severe, persistent or pervasive that a reasonable person in the complainant's position would find that it unreasonably interferes with the complainant's performance at work or otherwise creates an intimidating, hostile, or offensive working environment such that it alters the complainant's working conditions.

Delegation of Responsibility

In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the
Superintendent as the district's Compliance Officer. All nondiscrimination notices or information shall include the position, office address, telephone number and email address of the Compliance Officer.

The Compliance Officer shall publish and disseminate this policy and complaint procedure at least annually to students, parents/guardians, employees and the public to notify them of where and how to initiate complaints under this policy.

The Compliance Officer shall be responsible to ensure adequate nondiscrimination procedures are in place, to recommend new procedures or modifications to procedures and to monitor the implementation of nondiscrimination procedures in the following areas:

1. Review - Review of personnel practices and actions for discriminatory bias and compliance with laws against discrimination to include monitoring and recommending corrective measures when appropriate to written position qualifications, job descriptions and essential job functions; recruitment materials and practices; procedures for screening applicants; application and interviewing practices for hiring and promotions; district designed performance evaluations; review of planned employee demotions, non-renewal of contracts, and proposed employee

disciplinary actions up to and including termination.

2. Training - Provision of training for supervisors and staff to prevent, identify and alleviate problems of employment discrimination.

3. Resources - Maintain and provide information to staff on resources available to alleged victims in addition to the school complaint procedure such as making reports to the police, available assistance from domestic violence or rape crisis programs, and community health resources including counseling resources.

4. Complaints - Monitor and provide technical assistance to building principals or designees in processing complaints.

The building principal or supervisor shall be responsible to promptly complete the following duties upon receipt of a report of discrimination or retaliation from employees or third parties:

1. If the building principal or supervisor is the subject of the complaint, refer the complainant to the Compliance Officer to carry out these responsibilities.

2. Inform the employee or third party about this policy including the right to an investigation of both verbal and written complaints of discrimination.

3. Provide relevant information on resources available in addition to the school complaint procedure such as making reports to the police, available assistance from domestic violence and rape crisis programs, and community health resources including counseling resources.

4. Immediately notify the Compliance Officer of the complaint. The Compliance Officer shall assess whether the investigation should be conducted by the building principal, another employee, the Compliance Officer or an attorney and shall promptly assign the investigation to that individual.

5. After consideration of the allegations and in consultation with the Compliance Officer and other appropriate individuals, promptly implement interim measures as appropriate to protect the complainant and others as necessary from violation of this policy during the course of the investigation.

Guidelines

Complaint Procedure – Employee/Third Party

Step 1 – Reporting

An employee or third party who believes s/he has been subject to conduct by any student, employee or third party that constitutes a violation of this policy is encouraged to immediately report the matter to the building principal or supervisor. Any person with knowledge of conduct which may violate this policy is encouraged to immediately report the matter to the building principal or supervisor.

If the building principal or supervisor is the subject of a complaint, the employee or third party shall report the incident directly to the Compliance Officer. The complainant or reporting employee may be encouraged to use the district's report form, available from the building principal, supervisor or Compliance Officer, or to put the complaint in writing; however, oral complaints shall be accepted, documented and the procedures of this policy implemented. The person accepting the verbal or written complaint may provide factual information on the complaint and the investigative process, the impact of choosing to seek confidentiality and the right to file criminal charges. In all other respects, the person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the complainant or those accused of a violation of this policy.

Step 2 – Investigation

The Compliance Officer shall ensure that the individual assigned to investigate the complaint has an appropriate understanding of the relevant laws pertaining to discrimination issues and this policy and how to conduct investigations.

The investigator shall work with the Compliance Officer to assess the anticipated scope of the investigation, who needs to be interviewed and what records may be relevant to the investigation.

The investigator shall conduct an adequate, reliable and impartial investigation. The complainant and the accused may suggest additional witnesses and provide other evidence during the course of the investigation. When the initial complaint involves allegations relating to conduct which took place outside of school or school-sponsored activities, the investigation may include inquiries related to these allegations to determine whether they resulted in continuing effects such as harassment in school settings.

The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the allegations. The investigator may also evaluate any other information and materials relevant to the investigation. The person reporting the alleged discrimination, parties, parents/guardians and witnesses shall be informed of the prohibition against retaliation for anyone's participation in the process and that conduct believed to be retaliatory should be reported. All individuals providing statements or other information or participating in the investigation shall be instructed to keep the matter confidential and to report any concerns about confidentiality to the investigator.

If the investigation reveals that the conduct being investigated may involve a violation of criminal law, the investigator shall promptly notify the Compliance Officer, who shall promptly inform law enforcement authorities about the allegations.**[13][20][21]**

The obligation to conduct this investigation shall not be negated by the fact that a criminal or child protective services investigation of the allegations is pending or has been concluded. The investigator should coordinate with any other ongoing investigations of the allegations, including agreeing to requests for a short delay in fulfilling the district's investigative responsibilities during the fact-finding portion of a criminal or child protective services investigation. Such delays shall not extend beyond the time necessary to prevent interference with or disruption of the criminal or child protective services investigation.

Step 3 – Investigative Report

The investigator shall prepare and submit a written report to the Compliance Officer within twenty (20) days of the initial report of alleged discrimination, unless the nature of the allegations, anticipated extent of the investigation or the availability of witnesses requires the investigator and the Compliance Officer to establish a different due date. The parties shall be notified of the anticipated date the investigative report will be completed and of any changes to the anticipated due date during the course of the investigation.

The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual, the information and evaluation that formed the basis for this determination, whether the conduct violated this policy and any other violation of law or Board policy which may warrant further district action, and a recommended disposition of the complaint. An investigation into discriminatory harassment or sexual harassment shall consider the record as a whole and the totality of circumstances in determining whether a violation of this policy has occurred, recognizing that persistent and pervasive conduct, when taken together, may be a violation even when the separate incidents are not severe.

The complainant and the accused shall be informed of the outcome of the investigation, for example, whether the investigator believes the allegations to be founded or unfounded, within a reasonable

time of the submission of the written report. The accused shall not be notified of the individual remedies offered or provided to the complainant.

Step 4 – District Action

If the investigation results in a finding that some or all of the allegations of the complaint are established and constitute a violation of this policy, the district shall take prompt, corrective action designed to ensure that such conduct ceases and that no retaliation occurs. The district shall promptly take appropriate steps to prevent the recurrence of the prohibited conduct and to address the discriminatory effect the prohibited conduct had on the complainant and the school or school program environment. District staff shall document the corrective action taken and, where not prohibited by law, inform the complainant. The Compliance Officer shall follow up by assessing the effectiveness of the corrective action at reasonable intervals.

If an investigation results in a finding that a different law or Board policy was violated separately from or in addition to violations of this policy, or that there are circumstances warranting further action, such matters shall be addressed at the conclusion of this investigation or through disciplinary or other appropriate referrals where further evaluation or investigation is necessary.

Disciplinary actions shall be consistent with Board policies and administrative regulations, district procedures, applicable collective bargaining agreements, and state and federal laws.

Appeal Procedure

1. If the complainant or the accused is not satisfied with a finding made pursuant to the policy or with recommended corrective action, s/he may submit a written appeal to the Compliance Officer within fifteen (15) days. If the Compliance Officer investigated the complaint, such appeal shall be made to the Superintendent.

2. The individual receiving the appeal shall review the investigation and the investigative report and may also conduct or designate another person to conduct a reasonable supplemental investigation to assess the sufficiency and propriety of the prior investigation.

3. The person handling the appeal shall prepare a written response to the appeal within twenty (20) days. Copies of the response shall be provided to the complainant, the accused and the investigator who conducted the initial investigation.

Legal

1. 20 U.S.C. 1681 et seq
2. 29 U.S.C. 206
3. 29 U.S.C. 621 et seq
4. 29 U.S.C. 794
5. 42 U.S.C. 12101 et seq
6. 42 U.S.C. 1981 et seq
7. 42 U.S.C. 2000e et seq
8. 42 U.S.C. 2000ff et seq
9. 43 P.S. 336.3
10. 43 P.S. 951 et seq
11. U.S. Const. Amend. XIV, Equal Protection Clause
12. Pol. 317
13. Pol. 806
14. Pol. 824
15. 29 CFR 1604.11
16. 29 CFR 1606.8
17. EEOC Enforcement Guidance on Harris v. Forklift Sys., Inc., November 9, 1993
18. EEOC Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 18, 1999
19. EEOC Policy Guidance on Current Issues of Sexual Harassment, March 19, 1990
20. 18 Pa. C.S.A. 2709
21. Pol. 815
16 PA Code 44.1 et seq
28 CFR 35.140
28 CFR Part 41
29 CFR Parts 1600-1691

104Attach-ReportFormComplaints.doc (29 KB)

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	100 Programs
Title	Previous Policy 108 Adoption of Textbooks
Code	108
Status	First Reading
Adopted	December 2, 2004
Last Revised	November 14, 2017

~~Authority~~

~~It is the responsibility of the Board to adopt all textbooks used for instruction in the educational program of this district.[1][2][3]~~

~~Definition~~

~~For purposes of this policy, **textbooks** shall be defined as books used as the basic source of information in class.~~

~~Delegation of Responsibility~~

~~The Superintendent shall be responsible for the selection and recommendation of textbooks for Board consideration. No adoption or change of textbooks shall be made without the Superintendent's recommendation, except by a two-thirds vote of the Board.[3][1][6]~~

~~The Superintendent or designee shall develop and implement a plan for the selection of textbooks.~~

~~Guidelines~~

~~In considering the approval of any proposed textbook, the Board will evaluate its:~~

1. ~~Suitability for the maturity level and educational needs of the students who will be using the book.~~
2. ~~Freedom from bias.~~
3. ~~Relationship to the curriculum.~~
4. ~~Relationship to a continuous multigrade program.~~
5. ~~Impact on community standards of taste.~~
6. ~~Manner of selection.~~

7. Cost.

8. Appearance and durability.

A list of all approved textbooks shall be prepared and maintained. It shall be reviewed annually by the Superintendent or designee and made available for the use of the professional staff and for the information of Board members, students, parents/guardians, and community.[4]

Selection Process

The selection process used for the adoption of textbooks shall be reconciled with the curriculum cycle.

Recommendations for selection shall be reported to the building principal who will work with the respective department chairperson and other professional employees, as a committee, to consider the matter.

Guidelines for the selection of textbooks shall include the following considerations, in addition to other considerations appropriate to the specific case as the committee may determine:

1. Textbooks shall be compatible with the district's philosophy and objectives.

2. Textbooks shall conform to the existing planned instruction. Changes in planned instruction shall be considered specifically and separately, subject to administrative direction and Board policy.[5]

3. Selection of textbooks shall be made in accordance with law.[3]

The Superintendent shall receive and review the report and recommendations of the principal and, upon concurrence, recommend adoption by the Board.

Legal

1. 24 P.S. 508
2. 24 P.S. 801
3. 24 P.S. 803
4. Pol. 105.1
5. Pol. 107
6. Pol. 006

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	100 Programs
Title	Adoption of Textbooks
Code	108 Vol IV 2018
Status	
Adopted	December 2, 2004
Last Revised	October 8, 2019
Prior Revised Dates	11/14/2017

Authority

The Board shall, by an affirmative vote of a majority of the full Board, adopt all textbooks used for instruction in the district's educational program. The Board shall establish a planned cycle of textbook review and replacement.[1][2][3][4]

Definition

Textbooks shall be defined as the books, in print or digital format, used as the basic source of information in the planned instruction.

Delegation of Responsibility

The Superintendent, after consultation with administrative and professional staff, shall be responsible for the selection and recommendation of textbooks for Board consideration. No adoption or change of textbooks shall be made without the Superintendent's recommendation, except by a two-thirds vote of the Board.[1][3][4]

The Superintendent or designee shall establish administrative regulations for reviewing, evaluating and selecting textbooks.

A list of all approved textbooks used in district schools shall be maintained by the Superintendent or designee and shall be available to Board members, district staff, students, parents/guardians and community members.[5]

Guidelines

In considering the approval of any proposed textbook, the Board will evaluate its:

1. Suitability for the maturity level and educational needs of the students who will be using the book.
2. Freedom from bias.

3. Relationship to the curriculum.
4. Relationship to a continuous multigrade program.
5. Impact on community standards of taste.
6. Manner of selection.
7. Cost.
8. Appearance and durability.

A list of all approved textbooks shall be prepared and maintained. It shall be reviewed annually by the Superintendent or designee and made available for the use of the professional staff and for the information of Board members, students, parents/guardians, and community.[4]

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The selection process used for the adoption of textbooks shall be reconciled with the curriculum cycle.

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Legal

1. 24 P.S. 508
2. 24 P.S. 801
3. 24 P.S. 803
4. Pol. 006
5. Pol. 105.1

22 PA Code 14.106

24 P.S. 807.1

Pol. 103.1

Pol. 610

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Withdrawal From School
Code	208
Status	Active
Adopted	December 2, 2004
Last Revised	October 8, 2019
Last Reviewed	June 19, 2018

Purpose

The Board affirms that even though **law requires attendance of only students of compulsory school age**, ~~statute requires attendance of a student only between the ages of eight (8) and seventeen (17),~~ it is in the best interests of both students and the community that students complete the educational program that will equip them with skills and increase their chances for a successful and fulfilling life beyond school.[1][2]

Authority

The Board directs that whenever a student wishes to withdraw, efforts should be made to determine the underlying reason for such action. District resources and staff should be utilized to assist the student in pursuing career goals.

No student of compulsory school age will be permitted to withdraw without the written consent of a parent/guardian and supporting justification.

The withdrawal of students attending college full-time shall be approved.[3]

Delegation of Responsibility

The Superintendent or designee shall develop procedures to govern a student's withdrawal from school.

Guidelines

Counseling services shall be made available to any student who wishes to withdraw.

Information shall be given to help the student to define educational and life goals and help plan the realization of those goals.

Students shall be informed about the tests for General Educational Development.

The building administrator shall ensure the timely return of all district-owned supplies and equipment in the possession of the student.

Legal

1. 24 P.S. 1326
2. 22 PA Code 11.13
3. 22 PA Code 11.4

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Withdrawal From School
Code	208
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019
Last Reviewed	June 19, 2018

Purpose

The Board affirms that even though **law requires attendance of only students of compulsory school age**, ~~statute requires attendance of a student only between the ages of eight (8) and seventeen (17),~~ it is in the best interests of both students and the community that students complete the educational program that will equip them with skills and increase their chances for a successful and fulfilling life beyond school.[1][2]

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Legal

1. 24 P.S. 1326
2. 22 PA Code 11.13
3. 22 PA Code 11.4

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Copy of Health Examinations/Screenings
Code	209
Status	
Adopted	December 2, 2004
Last Revised	August 12, 2008

~~Authority~~

~~In compliance with the School Code, the Board shall require that district students submit to health and dental examinations in order to protect the school community from the spread of communicable disease, to ensure that the student's participation in health, safety and physical education courses meets his/her individual needs, and to ensure that the learning potential of each student is not lessened by a remediable physical disability.[1][2][3][4]~~

~~Guidelines~~

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

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

~~A private health and/or dental examination conducted at the parents'/guardians' request and expense will be accepted in lieu of the school examination.[5]~~

~~Each student shall receive, from the school nurse or medical technician, vision tests, hearing tests, height and weight measurements, tuberculosis tests, and other tests deemed advisable, at intervals established by the district.[2][4][6]~~

~~The individual records of health examinations shall be maintained as a confidential record, subject to statute and Board policy.[7]~~[8]

~~A student who presents a statement signed by the parent/guardian that a medical examination is contrary to his/her religious beliefs shall be examined only when the Secretary of Health determines that the student presents a substantial menace to the health of others.[9][10]~~

~~Where it appears to school health officials or teachers that a student deviates from normal growth and development, or where school examinations reveal conditions requiring health or dental care, the parent/guardian shall be informed; and a recommendation shall be made that the parent/guardian consult a private physician or dentist. The parent/guardian shall be required to report to the school the action taken subsequent to such notification. When the parent/guardian~~

~~informs the school of financial inability to provide an examination, the school shall advise him/her of the availability of public assistance. Where no action is taken, the school may conduct further examinations.[2][11][4]~~

~~Parents/Guardians of students who are to receive physical and dental examinations or screenings shall be notified. The notice shall include the date and location of the examination or screening and notice that the parent/guardian may attend or may have the examination or screening conducted privately at the parent's/guardian's expense. Such statement may also include notification that the student may be exempted from such examination or screening if it is contrary to the parent's/guardian's religious beliefs.[12][13][14]~~

~~Pediculosis~~

~~Students with a recurrence of pediculosis in the same school year shall, upon recommendation of the school nurse, be excluded by the building principal until evidence is presented that the student has been satisfactorily treated and is found to be free of live lice. This no live lice provision may be extended to students infested for the first time if in the opinion of the school nurse the scope of the outbreak in the school or within a given classroom warrants this action. Such action will be deemed warranted when either five percent (5%) of the school population is infected or twenty percent (20%) of the students within a given classroom are infected.~~

~~The district shall adhere to the guidelines established by the state.~~

~~Delegation of Responsibility~~

~~The Superintendent or designee shall instruct all staff members to continually observe students for conditions that indicate health problems or disability and to promptly report such conditions to the school nurse.[2]~~

~~The Superintendent or designee shall request an adequate health record from the transferring school for each student transferring into the district.[7]~~

~~The Superintendent or designee shall ensure that notice is provided to all parents/guardians regarding the existence of and eligibility for the Children's Health Insurance Program (CHIP).[11]~~

Legal

1. 24 P.S. 1401
2. 24 P.S. 1402
3. 24 P.S. 1403
4. 22 PA Code 12.41
5. 24 P.S. 1407
6. 28 PA Code 23.1 et seq
7. 24 P.S. 1409
8. Pol. 216
9. 24 P.S. 1419
10. 28 PA Code 23.45
11. 24 P.S. 1406
12. 24 P.S. 1405
13. 28 PA Code 23.2
14. 20 U.S.C. 1232h

24 P.S. 1401-1419

22 PA Code 403.1

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Health Examinations/Screenings
Code	209 Vol III 2019
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019
Prior Revised Dates	08/12/08

Authority

In compliance with the School Code, the Board shall require that district students submit to health and dental examinations in order to protect the school community from the spread of communicable disease and to ensure that the student's participation in health, safety and physical education courses meets his/her individual needs and that the learning potential of each student is not lessened by a remediable physical disability.[1][2][3][4]

Guidelines

Each student shall receive a comprehensive health examination conducted by the school physician upon original entry, in sixth grade, and in eleventh grade.[1][3][5]

Each student shall receive a comprehensive dental examination conducted by the school dentist upon original entry, in third grade, and in seventh grade.[1][4][5]

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

The school nurse or medical technician shall administer to each student vision tests, hearing tests, tuberculosis tests, other tests deemed advisable, and height and weight measurements, at intervals established by the district. Height and weight measurements shall be used to calculate the student's weight-for-height ratio.[1][3][6]

Parents/Guardians of students who are to receive physical and dental examinations or screenings shall be notified. The notice shall include the date and location of the examination or screening and notice that the parents/guardians may attend. The notice shall encourage the parent/guardian to have the examination or screening conducted by the student's private physician or dentist at the parent's/guardian's expense to promote continuity of care. Such statement may also include notification that the student may be exempted from such examination or screening if it is contrary to the parent's/guardian's religious beliefs.[7][8][9]

A student who presents a statement signed by the parent/guardian that a medical examination is contrary to his/her religious beliefs shall be examined only when the Secretary of Health determines that facts exist indicating that the student would present a substantial menace to the health of others in contact with the student if the student is not examined.[10][11]

Where it appears to school health officials or teachers that a student deviates from normal growth and development, or where school examinations reveal conditions requiring health or dental care, the parent/guardian shall be notified of the apparent need for a special examination by the student's private physician or dentist. The parent/guardian shall report to the school whether a special examination occurred. If the parent/guardian fails to report whether the examination occurred within a reasonable time after being notified of the apparent need and the abnormal condition persists, appropriate school health personnel shall arrange a special medical examination for the student.[1][3][12]

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

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

Pediculosis

Students with a recurrence of pediculosis in the same school year shall, upon recommendation of the school nurse, be excluded by the building principal until evidence is presented that the student has been satisfactorily treated and is found to be free of live lice. This no live lice provision may be extended to students infested for the first time if in the opinion of the school nurse the scope of the outbreak in the school or within a given classroom warrants this action. Such action will be deemed warranted when either five percent (5%) of the school population is infected or twenty percent (20%) of the students within a given classroom are infected.

Health Records

The district shall maintain for each student a comprehensive health record which includes a record of immunizations and the results of tests, measurements, regularly scheduled examinations and special examinations.[3]

All health records shall be confidential and shall be disclosed only when necessary for the health of the student or when requested by the parent/guardian, in accordance with law and Board policy.[15][16][17]

The district may disclose information from health records to appropriate parties in connection with an emergency when necessary to protect the health or safety of the student or other individuals, in accordance with applicable law and Board policy.[15][16][17][18][19][20]

Designated district staff shall request from the transferring school the health records of students transferring into district schools. Staff shall respond to such requests for the health records of students transferring from district schools to other schools.[15]

The district shall destroy student health records only after the student has not been enrolled in district schools for at least two (2) years.[15][21]

Delegation of Responsibility

The Superintendent or designee shall instruct all staff members to continually observe students for conditions that indicate health problems or disability and to promptly report such conditions to the school nurse.[3]

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

Legal

1. 22 PA Code 12.41
2. 24 P.S. 1401
3. 24 P.S. 1402
4. 24 P.S. 1403
5. 24 P.S. 1407
6. 28 PA Code 23.1 et seq
7. 20 U.S.C. 1232h
8. 24 P.S. 1405
9. 28 PA Code 23.2
10. 24 P.S. 1419
11. 28 PA Code 23.45
12. 24 P.S. 1406
13. 23 Pa. C.S.A. 6311
14. Pol. 806
15. 24 P.S. 1409
16. Pol. 113.4
17. Pol. 216
18. 20 U.S.C. 1232g
19. 34 CFR Part 99
20. Pol. 805
21. Pol. 800

24 P.S. 1401-1419

22 PA Code 403.1

23 Pa. C.S.A. 6301 et seq

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Copy of Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors
Code	210.1
Status	
Adopted	April 12, 2005
Last Revised	May 14, 2013

~~Authority~~

~~The Board shall permit students in district schools to possess asthma inhalers and epinephrine auto-injectors and to self-administer the prescribed medication in compliance with state law and Board policy.[1][2]~~

~~Definitions~~

~~**Asthma inhaler** shall mean a prescribed device used for self-administration of short-acting, metered doses of prescribed medication to treat an acute asthma attack.[3]~~

~~**Epinephrine auto-injector** shall mean a prescribed disposable drug delivery system designed for the self-administration of epinephrine to provide rapid first aid for persons suffering the effects of anaphylaxis.~~

~~**Self-administration** shall mean a student's use of medication in accordance with a prescription or written instructions from a licensed physician, certified registered nurse practitioner or physician assistant.~~

~~Guidelines~~

~~Before a student may possess or use an asthma inhaler or epinephrine auto-injector in the school setting, the Board shall require the following:[1][4]~~

1. ~~A written request from the parent/guardian that the school complies with the order of the licensed physician, certified registered nurse practitioner or physician assistant.~~

2. ~~A written statement from the parent/guardian acknowledging that the school is not responsible for ensuring the medication is taken and relieving the district and its employees of responsibility for the benefits or consequences of the prescribed medication.~~

3. ~~A written statement from the licensed physician, certified registered nurse practitioner or physician assistant that states:~~

a. Name of the drug.

b. Prescribed dosage.

c. Times medication is to be taken.

d. Length of time medication is prescribed.

e. Diagnosis or reason medication is needed, unless confidential.

f. Potential serious reaction or side effects of medication.

g. Emergency response.

h. If child is qualified and able to self-administer the medication.

The student shall notify the school nurse immediately following each use of an asthma inhaler or epinephrine auto-injector.[1]

The district reserves the right to require a statement from the licensed physician, certified registered nurse practitioner or physician assistant for the continued use of a medication beyond the specified time period. [1]

A written request for student use of an asthma inhaler and/or epinephrine auto-injector shall be submitted annually, along with required written statements from the parent/guardian and an updated prescription.[1]

Student health records shall be confidential and maintained in accordance with state and federal laws and regulations.[5][6]

A student whose parent/guardian completes the written requirements for the student to possess an asthma inhaler or epinephrine auto-injector and to self-administer the prescribed medication in the school setting shall demonstrate to the school nurse the competency for self-administration and responsible behavior in use of the medication. Determination of competency for self-administration shall be based on the student's age, cognitive function, maturity and demonstration of responsible behavior.[1]

Students shall be prohibited from sharing, giving, selling, and using an asthma inhaler or epinephrine auto-injector in any manner other than which it is prescribed during school hours, at any time while on school property, at any school-sponsored activity, and during the time spent traveling to and from school and school-sponsored activities. Violations of this policy shall result in loss of privilege to self-carry the asthma inhaler or epinephrine auto-injector and disciplinary action in accordance with Board policy.[1][7][8][9]

If the district denies a student's request to self-carry an asthma inhaler or epinephrine auto-injector or the student has lost the privilege of self-carrying an asthma inhaler or epinephrine auto-injector, the student's prescribed medication shall be appropriately stored at a location in close proximity to the student. The student's classroom teachers shall be informed where the medication is stored and the means to access the medication.[1]

The district shall post this policy on the district website, if available.[1][10][8]

Delegation of Responsibility

The Superintendent or designee, in conjunction with the school nurse(s), may develop procedures for student possession of asthma inhalers or epinephrine auto-injectors and self-administration of prescribed medication.

Legal

1. 24 P.S. 1414.1
2. Pol. 103.1
3. 24 P.S. 1401
5. 24 P.S. 1409
6. Pol. 216
7. Pol. 113.1
8. Pol. 218
9. Pol. 227
10. 22 PA Code 12.3

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NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Possession/Administration of Asthma Inhalers/Epinephrine Auto-Injectors
Code	210.1 Vol III 2018
Status	First Reading
Adopted	April 12, 2005
Last Revised	October 8, 2019
Prior Revised Dates	05/14/2013

Authority

The Board shall permit students in district schools to possess asthma inhalers and epinephrine auto-injectors and to self-administer the prescribed medication in compliance with state law and Board policy.[1][2]

Definitions

Anaphylaxis - a sudden, severe allergic reaction that involves various areas of the body simultaneously. In extreme cases, anaphylaxis can cause death.

Asthma inhaler shall mean a prescribed device used for self-administration of short-acting, metered doses of prescribed medication to treat an acute asthma attack.[4]

Epinephrine auto-injector shall mean a prescribed disposable drug delivery system designed for the administration of epinephrine to provide rapid first aid for students suffering the effects of anaphylaxis.

Self-administration shall mean a student's use of medication in accordance with a prescription or written instructions from a licensed physician, certified registered nurse practitioner or physician assistant.

Delegation of Responsibility

The Superintendent or designee, in conjunction with the school nurse(s), shall develop procedures for student possession and self-administration of asthma inhalers or epinephrine auto-injectors and emergency response.

The Superintendent or designee shall annually distribute to students, parents/guardians, and staff this policy along with the Code of Student Conduct by publishing such in handbooks and newsletters, on the district's website, or through posted notices and other efficient methods.[1][5][6][7]

The school nurse shall be responsible for building-level storage of and administration of stock epinephrine auto-injectors.[3]

Guidelines

Administration of asthma inhalers and epinephrine auto-injectors shall comply with Board policy, district procedures and individualized student plans such as an Individualized Education Program (IEP), Section 504 Service Agreement (Service Agreement), Individualized Healthcare Plan (IHP), or Emergency Care Plan (ECP).[2][3][8][9][10][11]

In order to maintain a student's health and safety, each student's individualized plan shall address what information will be provided to school staff and other adults who have responsibility for the student in the school setting.[2][9][12][13][14][15]

Student health records shall be confidential and maintained in accordance with state and federal laws and regulations.[13][14]

Student Self-Administration of Asthma Inhalers and Epinephrine Auto-Injectors

Before a student may possess or use an asthma inhaler or epinephrine auto-injector in the school setting, the Board shall require the following:[1][8]

1. A written request from the parent/guardian that the school complies with the order of the licensed physician, certified registered nurse practitioner or physician assistant.
2. A written statement from the parent/guardian acknowledging that the school is not responsible for ensuring the medication is taken and relieving the district and its employees of responsibility for the benefits or consequences of the prescribed medication.
3. A written statement from the licensed physician, certified registered nurse practitioner or physician assistant that states:
    a. Name of the drug.
    b. Prescribed dosage.
    c. Times medication is to be taken.
    d. Length of time medication is prescribed.
    e. Diagnosis or reason medication is needed, unless confidential.
    f. Potential serious reaction or side-effects of medication.
    g. Emergency response.
    h. If child is qualified and able to self-administer the medication.
4. A written acknowledgement from the school nurse that the student has demonstrated that s/he is capable of self-administration of the asthma inhaler and/or epinephrine auto-injector in the school setting. Determination of competency for self-administration shall be based on the student’s age, cognitive function, maturity and demonstration of responsible behavior.[1]
5. A written acknowledgement from the student that s/he has received instruction from the student's licensed physician, certified registered nurse practitioner or physician assistant on proper safety precautions for the handling and disposal of the asthma inhaler and/or epinephrine auto-injector, including acknowledgement that the student will not allow other students to have access to the prescribed medication and that s/he understands appropriate safeguards.

The district reserves the right to require a statement from the licensed physician, certified registered nurse practitioner or physician assistant for the continued use of a medication beyond the specified time period.[1]

A written request for student use of an asthma inhaler and/or epinephrine auto-injector shall be submitted annually, along with required written statements from the parent/guardian and an updated prescription. If there is a change in the student's prescribed care plan, level of self-management or school circumstances during the school year, the parent/guardian and the licensed physician, certified registered nurse practitioner or physician assistant shall update the written statements.[1]

The student shall notify the school nurse immediately following each use of an asthma inhaler or epinephrine auto-injector.[1]

Students shall be prohibited from sharing, giving, selling, and using an asthma inhaler or epinephrine auto-injector in any manner other than which it is prescribed during school hours, at any time while on school property, at any school-sponsored activity, and during the time spent traveling to and from school and school-sponsored activities. Violations of this policy, provisions of a Service Agreement or IEP, or demonstration of unwillingness or inability to safeguard the asthma inhaler or epinephrine auto-injector may result in loss of privilege to self-carry the asthma inhaler or epinephrine auto-injector and disciplinary action in accordance with Board policy and applicable procedural safeguards. [1][2][7][16][17]

If the district denies a student’s request to self-carry an asthma inhaler or epinephrine auto-injector or the student has lost the privilege of self-carrying an asthma inhaler or epinephrine auto-injector, the student’s prescribed medication shall be appropriately stored at a location in close proximity to the student. The school nurse, other designated school employees and the student’s classroom teachers shall be informed where the medication is stored and the means to access the medication. [1]

Administration of Epinephrine Auto-Injectors

When responding to a student believed to be experiencing an anaphylactic reaction, a trained school employee shall:[3][18][19][20][21]

1. Administer an epinephrine auto-injector that meets the prescription on file for either the student or the district. If the student is authorized to self-administer an epinephrine auto-injector, the trained school employee may provide the student with an epinephrine auto-injector that meets the prescription on file for either the student or the district for self-administration.
2. Call for medical help immediately (dial 9-1-1).
3. Take additional precautions or steps outlined in emergency response book procedures and training, including the administration of a second dose of epinephrine, if necessary.
4. Stay with the student until emergency medical help arrives.
5. Cooperate with Emergency Medical Services (EMS) personnel responding to the incident.
6. Notify the school nurse or designee of the incident.

Training

Before any school district employee may be responsible for the storage or administration of epinephrine auto-injectors under this policy, the employee must successfully complete a training course approved by the Pennsylvania Department of Health.[3]

Refresher training shall be completed every two (2) years, and a hands-on demonstration and review of this policy and any accompanying procedures shall be completed annually.

Evidence that such training has been completed shall be placed in the employee's personnel file.

A list of school district employees who successfully complete such training shall be maintained, updated and kept in the school nurse's office and the school district administration office.

Indemnification

The school district shall indemnify and hold harmless any employee who administers an epinephrine auto-injector in good faith to a student experiencing anaphylaxis, if all of these conditions apply:[3][22][23][24]

1. The employee did not act with the intent to harm or with reckless indifference to a substantial risk or harm in administering the epinephrine auto-injector to the student.
2. The employee successfully completed the training required by this policy.
3. The employee promptly sought additional medical assistance before or immediately after administering the epinephrine auto-injector.
4. The employee administered the epinephrine auto-injector pursuant to this policy, and the student's individualized plan, if applicable.

Legal

1. 24 P.S. 1414.1
2. Pol. 103.1
3. 24 P.S. 1414.2
4. 24 P.S. 1401
5. 22 PA Code 12.3
6. 24 P.S. 510.2
7. Pol. 218
8. 22 PA Code 12.41
9. Pol. 113
10. Pol. 209.1
11. Pol. 210
12. 24 P.S. 1409
13. Pol. 113.4
14. Pol. 216
15. Pol. 810
16. Pol. 113.1
17. Pol. 227
18. 42 Pa. C.S.A. 8332
19. 42 Pa. C.S.A. 8337.1
20. 42 Pa. C.S.A. 8541
21. 42 Pa. C.S.A. 8545
22. 24 P.S. 1414.9
23. 42 Pa. C.S.A. 8547
24. 42 Pa. C.S.A. 8548

Pennsylvania Department of Health Guidance - Epinephrine Auto-Injector Administration, May 2018

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Copy of Student Expression/Distribution and Posting Materials
Code	220
Status	
Adopted	December 2, 2004
Last Revised	February 18, 2014

~~Purpose~~

~~The right of public school students to freedom of speech is guaranteed by the Constitution of the United States and the constitution of the Commonwealth. The Board respects the right of students to express themselves in word or symbol and to distribute and post materials in areas designated for posting as a part of that expression. The Board also recognizes that exercise of that right must be limited by the district's responsibility to maintain an orderly school environment and to protect the rights of all members of the school community.[1]~~

~~This policy addresses student expression in general and distribution and posting of materials that are not part of district-sponsored activities. Materials sought to be distributed or posted as part of the curricular or extracurricular programs of the district shall be regulated as part of the school district's educational program.~~

~~Definitions~~

~~**Distribution** - students handing nonschool materials to others on school property or during school-sponsored events; placing upon desks, on or in lockers; or engaging in any other manner of delivery of nonschool materials to others while on school property or during school functions. When email, text messaging or other technological delivery is used as a means of distributing or accessing nonschool materials via use of school equipment or while on school property or at school functions, it shall be governed by this policy. Off-campus or after hours distribution, including technological distribution, that does or is likely to materially or substantially interfere with the educational process, including school activities, school work, or discipline and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights is also covered by this policy.~~

~~**Expression** - verbal, written or symbolic representation or communication.~~

~~**Nonschool materials** - any printed or written materials meant for posting or general distribution to others that are not prepared as part of the curricular or extracurricular program of the district, including but not limited to fliers, invitations, announcements, pamphlets, posters, Internet bulletin boards, personal websites and the like.~~

Posting – publicly displaying nonschool materials on school property or at school-sponsored events, including but not limited to affixing such materials to walls, doors, bulletin boards, easels, the outside of lockers; on district-sponsored or student websites; through other district-owned technology and the like.

Authority

Students have the right to express themselves unless such expression is likely to or does materially or substantially interfere with the educational process, including school activities, school work, or discipline and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights. [1]

Student expression that occurs on school property or at school-sponsored events is fully governed by this policy. In addition, off-campus or after hours expression is governed by this policy if the student expression involved constitutes unprotected expression as stated in this policy and provided the off-campus or after hours expression does or is likely to materially or substantially interfere with the educational process, including school activities, school work, or discipline and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights.[2][3][1]

The Board shall require that distribution and posting of nonschool materials occur only at the places and during the times set forth in written administrative regulations. Such regulations or procedures shall be written to permit the orderly operation of schools, while recognizing the rights of students to engage in protected expression.[4][1]

Unprotected Student Expression

The Board reserves the right to designate and prohibit manifestations of student expression that are not protected by the right of free expression because they violate the rights of others or where such expression is likely to or does materially or substantially interfere with school activities, school work, or discipline and order on school property or at school functions including but not limited to:

1. Libel of any specific person or persons.
2. Advocating the use or advertising the availability of any substance or material that may reasonably be believed to constitute a direct and serious danger to the health or welfare of students.
3. Using obscene, lewd, vulgar or profane language – whether verbal, written or symbolic.[3]
4. Inciting violence; advocating use of force; or encouraging violation of federal, state or municipal law, Board policy or district rules or regulations.
5. Are likely to or do materially or substantially interfere with the educational process, including school activities, school work, or discipline and order on school property or at school functions; threaten serious harm to the school or community; encourage unlawful activity; or interfere with another's rights.
6. Violating written school district administrative regulations or procedures on time, place and manner for posting and distribution of otherwise protected expression.

Spontaneous student expression which is otherwise protected speech is not prohibited by this section.

Discipline for Engaging in Unprotected Expression

The Board reserves the right to prohibit the posting or distribution of nonschool materials containing unprotected expression and to prohibit students from engaging in other unprotected student

expression, as well as to stop unprotected student expression when it occurs. The Board reserves the right to discipline students for engaging in unprotected expression. Where such expression occurs off campus and away from school functions, a nexus between the unprotected expression and a substantial and material disruption of the school program must be established.

Distribution of Nonschool Materials

The Board requires that students who wish to distribute or post nonschool materials on school property shall submit them one (1) school day in advance of planned distribution or posting to the building principal or designee, who shall forward a copy to the Superintendent.[1]

If the nonschool materials contain unprotected expression as stated in this policy, the building principal or designee shall notify the students that they may not post or distribute the materials because the materials constitute a violation of Board policy.

If notice is not given during the period between submission and the time for the planned distribution or posting, students may proceed with the planned distribution or posting, provided they comply with written administrative regulations or procedures on time, place and manner of posting or distribution of nonschool materials.

Students who post or distribute nonschool materials in compliance with this provision may still be ordered to desist such distribution if the materials are later found to be unprotected expression under this policy.

Students who distribute printed materials shall be responsible for clearing any litter that results from their activity and shall schedule the event so that they do not miss instructional time themselves.

Posting of Nonschool Materials

If a school building has an area where individuals are allowed to post nonschool materials, students may post such items as well, if the materials do not constitute unprotected expression and the items are submitted for prior review in the same manner as if the students were going to distribute them.

Such materials shall be officially dated, and the district may remove the materials within ten (10) days of the posting or other reasonable time as stated in the administrative regulations or procedures relating to posting.

Review of Student Expression

School officials shall not censor or restrict nonschool materials or other student expression for the sole reason that it is critical of the school or its administration, or because the views espoused are unpopular or may make people uncomfortable.

Student-initiated religious expression is permissible and shall not be prohibited except as to time, place and manner of distribution, or if the expression involved violates some other part of this policy, e.g., because it is independently determined to be unprotected expression under the standards and definitions of this policy.

The review for unprotected expression shall be reasonable and not calculated to delay distribution.

Appeal of the reviewer's decision may be made to the Superintendent and then to the Board, in accordance with Board policy and district regulations or procedures.[5]

Delegation of Responsibility

The Superintendent shall assist the building principal in determining the designation of the places and times nonschool materials may be distributed in each school building. Such designations may

~~take into account maintenance of the flow of student traffic throughout the school and shall limit distribution of nonschool materials to noninstructional times.~~

~~Disciplinary action may be determined by the administrators for students who distribute or post nonschool materials in violation of this policy and district regulations or procedures, or who continue the manifestation of unprotected expression after a person in authority orders that they desist. Disciplinary actions shall be included in the disciplinary Code of Student Conduct. [6]~~

~~This Board policy and any administrative regulations or procedures written to implement this policy shall be referenced in student handbooks so that students can access them for further information.~~

Legal

1. 22 PA Code 12.9
2. 24 P.S. 511
3. 22 PA Code 12.2
4. 24 P.S. 510
5. Pol. 219
6. Pol. 218

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Student Expression/Distribution and Posting of Materials
Code	220 Vol II 2019
Status	First Reading
Last Revised	February 18, 2014

Purpose

The right of public school students to freedom of speech is guaranteed by the Constitution of the United States and the constitution of the Commonwealth. The Board respects the right of students to express themselves in word or symbol and to distribute and post materials in areas designated for posting as a part of that expression. The Board also recognizes that the exercise of that right must be limited by the district's responsibility to maintain a safe and orderly school environment and to protect the rights of all members of the school community.[1]

This policy addresses student expression in general and distribution and posting of materials that are not part of district-sponsored activities. Materials sought to be distributed or posted as part of the curricular or extracurricular programs of the district shall be regulated as part of the school district's educational program.

Definitions

Distribution means students issuing nonschool materials to others on school property or during school-sponsored events; placing upon desks, tables, on or in lockers; or engaging in any other manner of delivery of nonschool materials to others while on school property or during school functions. When email, text messaging or other technological delivery is used as a means of distributing or accessing nonschool materials via use of school equipment or while on school property or at school functions, it shall be governed by this policy. Off-campus or after hours distribution, including technological distribution, that does or is likely to materially or substantially interfere with the educational process, including school activities, school work, discipline, safety and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights is also covered by this policy.

Expression means verbal, written, technological or symbolic representation or communication.

Nonschool materials means any printed, technological or written materials meant for posting or general distribution that are not prepared as part of the curricular or approved extracurricular programs of the district. This includes, but is not limited to, fliers, invitations, announcements, pamphlets, posters, Internet bulletin boards, personal websites and the like.

Posting means publicly displaying nonschool materials on school property or at school-sponsored events, including but not limited to affixing such materials to walls, doors, bulletin boards, easels, the outside of lockers; on district-sponsored or student websites; through other district-owned

technology and the like. When email, text messaging or other technological delivery is used as a means of posting nonschool materials via use of school equipment or while on school property or at school functions, it shall be governed by this policy. Off-campus or after hours posting, including technological posting, that does or is likely to materially or substantially interfere with the educational process, including school activities, school work, discipline, safety and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights is also covered by this policy.

Authority

Students have the right to express themselves unless such expression is likely to or does materially or substantially interfere with the educational process, including school activities, school work, discipline, safety and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights.[1]

Student expression that occurs on school property or at school-sponsored events is fully governed by this policy. In addition, off-campus or after hours expression is governed by this policy if the student expression involved constitutes unprotected expression as stated in this policy and provided the off-campus or after hours expression does or is likely to materially or substantially interfere with the educational process, including school activities, school work, discipline, safety and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights.[1][2][3]

The Board requires that distribution and posting of nonschool materials shall occur only at the places and during the times set forth in written procedures. Such procedures shall be written to permit the safe and orderly operation of schools, while recognizing the rights of students to engage in protected expression.[1][4]

Unprotected Student Expression

The Board reserves the right to designate and prohibit manifestations of student expression that are not protected by the right of free expression because they violate the rights of others or where such expression is likely to or does materially or substantially interfere with school activities, school work, discipline, safety and order on school property or at school functions. While the following list is not intended to be exhaustive, such expression shall not be protected if it:

1. Violates federal, state or local laws, Board policy or district rules or procedures.

2. Is libelous, defamatory, obscene, lewd, vulgar or profane.[3]

3. Advocates the use or advertises the availability of any substance or material that may reasonably be believed to constitute a direct and serious danger to the health or welfare of students, such as tobacco/nicotine, alcohol or illegal drugs.

4. Incites violence, advocates use of force or threatens serious harm to the school or community.

5. Is likely to or does materially or substantially interfere with the educational process, such as school activities, school work, discipline, safety and order on school property or at school functions.

6. Interferes with, or advocates interference with, the rights of any individual or the safe and orderly operation of the schools and their programs.

7. Violates written school district procedures on time, place and manner for posting and distribution of otherwise protected expression.

Spontaneous student expression which is otherwise protected speech is not prohibited by this section.

Discipline for Engaging in Unprotected Expression

The Board reserves the right to prohibit the posting or distribution of nonschool materials containing unprotected expression and to prohibit students from engaging in other unprotected student expression, as well as to stop unprotected student expression when it occurs. The Board reserves the right to discipline students for engaging in unprotected expression. Where such expression occurs off campus and away from school functions, a nexus between the unprotected expression and a material and substantial disruption of the school program must be established.

Distribution of Nonschool Materials

The Board requires that students who wish to distribute or post nonschool materials on school property shall submit them at least one (1) school day in advance of planned distribution or posting to the building principal or designee, who shall forward a copy to the Superintendent.[1]

If the nonschool materials contain unprotected expression as stated in this policy, the building principal or designee shall notify the students that they may not post or distribute the materials because the materials constitute a violation of Board policy.

If notice is not given during the period between submission and the time for the planned distribution or posting, students may proceed with the planned distribution or posting, provided they comply with written procedures on time, place and manner of posting or distribution of nonschool materials.

Students who post or distribute nonschool materials in compliance with this provision may still be ordered to desist such distribution if the materials are later found to be unprotected expression under this policy.

Students who distribute printed materials shall be responsible for clearing any litter that results from their activity and shall schedule the event so that they do not miss instructional time themselves.

Posting of Nonschool Materials

If a school building has an area where individuals are allowed to post nonschool materials, students may post such items as well, if the materials do not constitute unprotected expression and the items are submitted for prior review in the same manner as if the students were going to distribute them.

Such materials shall be officially dated, and the district may remove the materials within ten (10) days of the posting or other reasonable time as stated in the procedures relating to posting.

Review of Student Expression

School officials shall not censor or restrict nonschool materials or other student expression for the sole reason that it is critical of the school or its administration, or because the views espoused are unpopular or may make people uncomfortable.

Student-initiated religious expression is permissible and shall not be prohibited except as to time, place and manner of distribution, or if the expression involved violates some other part of this policy, e.g., because it is independently determined to be unprotected expression under the standards and definitions of this policy.

The review for unprotected expression shall be reasonable and not calculated to delay distribution.

Appeal of the reviewer's decision may be made to the Superintendent and then to the Board, in accordance with Board policy and district procedures.[5]

Delegation of Responsibility

The Superintendent shall assist the building principal in determining the designation of the places and times nonschool materials may be distributed in each school building. Such designations may take into account maintenance of the flow of student traffic throughout the school and shall limit distribution of nonschool materials to noninstructional times.

The building principal may determine disciplinary action for students who distribute or post nonschool materials in violation of this policy and district procedures, or who continue the manifestation of unprotected expression after a person in authority orders that they desist. Disciplinary actions shall be included in the disciplinary Code of Student Conduct.[6]

This Board policy and any procedures written to implement this policy shall be referenced in student handbooks so that students can access them for further information.

PSBA Revision 5/19 © 2019 PSBA

Legal

1. 22 PA Code 12.9
2. 24 P.S. 511
3. 22 PA Code 12.2
4. 24 P.S. 510
5. Pol. 219
6. Pol. 218

220 ATTACH.doc (51 KB)

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Copy of Tobacco Use
Code	222
Status	
Adopted	December 2, 2004
Last Revised	June 19, 2018

~~Purpose~~

~~The Board recognizes that tobacco use by students presents a health and safety hazard that can have serious consequences for both users and nonusers and the safety and environment of the schools.~~

~~Definition~~

~~For purposes of this policy, **tobacco use** shall be defined as use and/or possession of a lighted or unlighted cigarette, cigar, pipe, electronic cigarettes, vaporizers, and other similar devices; other lighted smoking product; and smokeless tobacco in any form.[1]~~

~~Authority~~

~~The Board prohibits tobacco use and possession by students at any time in a school building and on any property, buses, vans and vehicles that are owned, leased or controlled by the school district.[1][3][4]~~

~~The Board prohibits tobacco use and possession by students at school-sponsored activities that are held off school property.~~

~~The school district may initiate prosecution of a student who possesses or uses tobacco in violation of this policy.~~

~~Delegation of Responsibility~~

~~The Superintendent or designee shall annually notify students, parents/guardians and staff about the district's tobacco use policy by publishing such policy in the student handbook, district newsletter, parent newsletters, posted notices, and other efficient methods.~~

~~The Superintendent or designee shall develop procedures to implement this policy.~~

~~Guidelines~~

~~Incidents of possession, use and sale of tobacco in violation of this policy by any person on school property shall be reported to the Office for Safe Schools on the required form at least once each year.[2][6]~~

~~A student convicted of possessing or using tobacco in violation of this policy may be fined up to $50 plus court costs or admitted to alternative adjudication in lieu of imposition of a fine.[5]~~

Legal

1. 35 P.S. 1223.5
2. 24 P.S. 1303-A
3. 18 Pa. C.S.A. 6305
4. 20 U.S.C. 7183
5. 18 Pa. C.S.A. 6306.1
6. Pol. 805.1

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Tobacco/Nicotine
Code	222 Vol V 2018
Status	
Adopted	December 2, 2004
Last Revised	October 8, 2019
Prior Revised Dates	06/19/2018

Purpose

The Board recognizes that tobacco, nicotine and nicotine delivery products present a health and safety hazard that can have serious consequences for both users and nonusers and the safety and environment of the schools.

Definitions

For purposes of this policy, tobacco includes a lighted or unlighted cigarette, cigar, cigarillo, little cigar, pipe or other smoking product or material and smokeless tobacco in any form including chewing tobacco, snuff, dip or dissolvable tobacco pieces.[1]

For purposes of this policy, nicotine shall mean a product that contains or consists of nicotine in a form that can be ingested by chewing, smoking, inhaling or through other means.

For purposes of this policy, a nicotine delivery product shall mean a product or device used, intended for use or designed for the purpose of ingesting nicotine or another substance. This definition includes, but is not limited to, any device or associated product used for what is commonly referred to as vaping or juuling.

Authority

The Board prohibits possession, use or sale of tobacco, nicotine and nicotine delivery products by students at any time in a school building and on any property, buses, vans and vehicles that are owned, leased or controlled by the school district.[1][2][3]

The Board also prohibits possession, use or sale of tobacco, nicotine and nicotine delivery products by students at school-sponsored activities that are held off school property.

The school district may initiate prosecution of a student who possesses or uses tobacco in violation of this policy.

In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the

procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[4][5][6][7][8][9]

Delegation of Responsibility

The Superintendent or designee shall notify students, parents/guardians and staff about the Board's tobacco/nicotine policy by publishing information in student handbooks, parental newsletters, posters, or by other efficient methods, such as posted notices, signs and on the district website.**[1]**

Reporting

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving possession, use or sale of tobacco, nicotine or nicotine delivery products immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian if the school district initiated prosecution of a student who possesses or uses tobacco in violation of this policy and/or if the local police department that has jurisdiction over the school property has been notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.[9][10][11]

The Superintendent shall annually, by July 31, report all incidents of possession, use or sale of tobacco, nicotine and nicotine delivery products by students to the Office for Safe Schools on the required form.[9][12]

Legal

1. 35 P.S. 1223.5
2. 18 Pa. C.S.A. 6305
3. 20 U.S.C. 7183
4. 20 U.S.C. 1400 et seq
5. 22 PA Code 10.23
6. Pol. 103.1
7. Pol. 113.1
8. Pol. 113.2
9. Pol. 805.1
10. 22 PA Code 10.2
11. 22 PA Code 10.25
12. 24 P.S. 1303-A
13. 22 PA Code 10.22
14. 24 P.S. 1302.1-A
15. 18 Pa. C.S.A. 6306.1

24 P.S. 510
20 U.S.C. 7114
20 U.S.C. 7118
20 U.S.C. 7181 et seq
34 CFR Part 300

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	School Wellness
Code	246
Status	
Adopted	June 13, 2006
Last Revised	June 20, 2017
Last Reviewed	October 8, 2019

Purpose

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

Authority

The Board adopts this policy based on the recommendations of the Wellness Committee and in accordance with federal and state laws and regulations.[1][2][3]

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

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

Delegation of Responsibility

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

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

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

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

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

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

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

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

The district shall annually inform and update the public, including parents/guardians, students, and others in the community, about the contents, updates and implementation of this policy via the district website, student handbooks, newsletters, posted notices and/or other efficient communication methods. This annual notification shall include information on how to access the School Wellness policy; information about the most recent triennial assessment; information on how to participate in the development, implementation and periodic review and update of the School Wellness policy; and a means of contacting Wellness Committee leadership.[2][3]

Guidelines

Recordkeeping

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

1. The written School Wellness policy.

2. Documentation demonstrating that the district has informed the public, on an annual basis, about the contents of the School Wellness policy and any updates to the policy.

3. Documentation of efforts to review and update the School Wellness policy, including who is involved in the review and methods used by the district to inform the public of their ability to participate in the review.

4. Documentation demonstrating the most recent assessment on the implementation of the School Wellness policy and notification of the assessment results to the public.

Wellness Committee

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

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

The Wellness Committee shall review and consider evidence-based strategies and techniques in establishing goals for nutrition education and promotion, physical activity and other school based activities that promote student wellness as part of the policy development and revision process.[3]

Nutrition Education

Nutrition education will be provided within the sequential, comprehensive health education program in accordance with curriculum regulations and the academic standards for Health, Safety and Physical Education, and Family and Consumer Sciences.[5][6][7]

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

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

Nutrition education lessons and activities shall be age-appropriate.

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

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

Nutrition Promotion

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

Physical Activity

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

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

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

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

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

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

Physical Education

A sequential physical education program consistent with curriculum regulations and Health, Safety and Physical Education academic standards shall be developed and implemented. All district students must participate in physical education.[6][7][9]

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

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

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

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

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

Other School Based Activities

Drinking water shall be available and accessible to students at all meal periods and throughout the school day at no cost.[10][11]

Nutrition professionals who meet hiring criteria established by the district and in compliance with federal regulations shall administer the school meals program. Professional development and continuing education shall be provided for district nutrition staff, as required by federal regulations. [8][12][13][14]

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

Students shall be provided a clean and safe meal environment.

Meal periods shall be scheduled at appropriate hours, as required by federal regulations and as defined by the district.[10]

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

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

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

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

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

Nutrition Guidelines for All Foods/Beverages at School

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

Foods and beverages provided through the National School Lunch or School Breakfast Programs shall comply with established federal nutrition standards.[10][11][12][13]

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

Competitive Foods -

Competitive foods available for sale shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School). These standards shall apply in all locations and through all services where foods and beverages are sold to students, which may include, but are not limited to: a la carte options in cafeterias, vending machines, school stores, snack carts and fundraisers.[3][15][17]

Competitive foods are defined as foods and beverages offered or sold to students on school campus during the school day, which are not part of the reimbursable school breakfast or lunch.

For purposes of this policy, **school campus** means any area of property under the jurisdiction of the school that students may access during the school day.[3][15]

For purposes of this policy, **school day** means the period from midnight before school begins until thirty (30) minutes after the end of the official school day.[3][15]

The district may impose additional restrictions on competitive foods, provided that the restrictions are not inconsistent with federal requirements.[15]

Fundraiser Exemptions -

Fundraising activities held during the school day involving the sale of competitive foods shall be limited to foods that meet the Smart Snacks in School nutrition standards, unless an exemption is approved in accordance with applicable Board policy and administrative regulations.[17]

The district may allow a limited number of exempt fundraisers as permitted by the Pennsylvania Department of Education each school year: up to five (5) exempt fundraisers in elementary and middle school buildings, and up to ten (10) exempt fundraisers in high school buildings. **Exempt fundraisers** are fundraisers in which competitive foods are available for sale to students that do not meet the Smart Snacks in School nutrition standards.[15]

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

Non-Sold Competitive Foods -

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

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

1. Rewards and Incentives:

    a. Foods and beverages shall not be used as a reward for classroom or school activities unless the reward is an activity that promotes a positive nutrition message (e.g., guest chef, field trip to a farm or farmers market, etc.).

2. Classroom Parties and Celebrations:

    a. Parents/Guardians shall be informed through newsletters or other efficient communication methods that foods/beverages should only be brought in when requested for scheduled parties.

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

Marketing/Contracting -

Any foods and beverages marketed or promoted to students on the school campus during the school day shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School) and comply with established Board policy and administrative regulations.[3][15]

Exclusive competitive food and/or beverage contracts shall be approved by the Board, in accordance with provisions of law. Existing contracts shall be reviewed and modified to the extent feasible to ensure compliance with established federal nutrition standards, including applicable marketing restrictions.[18]

Management of Food Allergies in District Schools

The district shall establish Board policy and administrative regulations to address food allergy management in district schools in order to:[19]

1. Reduce and/or eliminate the likelihood of severe or potentially life-threatening allergic reactions.

2. Ensure a rapid and effective response in case of a severe or potentially life-threatening allergic reaction.

3. Protect the rights of students by providing them, through necessary accommodations when required, the opportunity to participate fully in all school programs and activities.

Safe Routes to School

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

Legal

1. 24 P.S. 1422.1
2. 42 U.S.C. 1758b
3. 7 CFR 210.31
4. 7 CFR 210.15
5. 24 P.S. 1513
6. Pol. 102
7. Pol. 105
8. Pol. 808
9. 24 P.S. 1512.1
10. 7 CFR 210.10
11. 7 CFR 220.8
12. 42 U.S.C. 1751 et seq
13. 42 U.S.C. 1773
14. 7 CFR 210.30
15. 7 CFR 210.11
16. 7 CFR 220.12
17. Pol. 229
18. 24 P.S. 504.1
19. Pol. 209.1

24 P.S. 1337.1
24 P.S. 1422
24 P.S. 1422.3
P.L. 111-296
7 CFR Part 210
7 CFR Part 220
Pol. 103
Pol. 103.1

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Copy of Hazing
Code	247
Status	
Adopted	December 2, 2004

~~Purpose~~

~~The purpose of this policy is to maintain a safe, positive environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the district and are prohibited at all times.~~

~~Definitions~~

~~For purposes of this policy **hazing** is defined as any activity that recklessly or intentionally endangers the mental health, physical health or safety of a student or causes willful destruction or removal of public or private property for the purpose of initiation or membership in or affiliation with any organization recognized by the Board.~~

~~**Endanger the physical health** shall include but not be limited to any brutality of a physical nature, such as whipping; beating; branding; forced calisthenics; exposure to the elements; forced consumption of any food, alcoholic beverage, drug, or controlled substance; or other forced physical activity that could adversely affect the physical health or safety of the individual.~~

~~**Endanger the mental health** shall include any activity that would subject an individual to extreme mental stress, such as prolonged sleep deprivation, forced prolonged exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual.~~

~~Any hazing activity, whether by an individual or a group, shall be presumed to be a forced activity, even if a student willingly participates.~~

~~Authority~~

~~The Board does not condone any form of initiation or harassment, known as hazing, as part of any school-sponsored student activity. No student, coach, sponsor, volunteer or district employee shall plan, direct, encourage, assist or engage in any hazing activity.~~[1][2][3][4]

~~The Board directs that no administrator, coach, sponsor, volunteer or district employee shall permit, condone or tolerate any form of hazing.~~

~~The district will investigate all complaints of hazing and will administer appropriate discipline to any individual who violates this policy.~~

~~The Board encourages students who have been subjected to hazing to promptly report such incidents to the building principal.~~

~~Delegation of Responsibility~~

~~District administrators shall investigate promptly all complaints of hazing and administer appropriate discipline to any individual who violates this policy.~~

~~Students, administrators, coaches, sponsors, volunteers, and district employees shall be alert to incidents of hazing and shall report such conduct to the building principal.~~

~~The district shall annually inform students, parents/guardians, coaches, sponsors, volunteers and district staff that hazing of district students is prohibited, by means of publication in handbooks and/or verbal instructions by the coach or sponsor at the start of the season or program.~~

~~Guidelines~~

~~Complaint Procedure~~

1. ~~When a student believes that s/he has been subject to hazing, the student shall promptly report the incident, orally or in writing, to the building principal.~~

2. ~~The principal shall conduct a timely, impartial, thorough, and comprehensive investigation of the alleged hazing.~~

3. ~~The principal shall prepare a written report summarizing the investigation and recommending disposition of the complaint. Findings of the investigation shall be provided to the complainant, the accused, and others directly involved, as appropriate.~~

4. ~~If the investigation results in a substantiated finding of hazing, the principal shall recommend appropriate disciplinary action, as circumstances warrant, in accordance with the Code of Conduct. Additionally, the student may be subject to disciplinary action by the coach or sponsor, up to and including removal from the activity.~~

Legal

1. 24 P.S. 510
2. 24 P.S. 511
3. Pol. 122
4. Pol. 123

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Hazing
Code	247 Vol V 2018
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019

Purpose

The purpose of this policy is to maintain a safe, positive environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the district and are prohibited at all times.

Definitions

Hazing occurs when a person intentionally, knowingly or recklessly, for the purpose of initiating, admitting or affiliating a student with an organization, or for the purpose of continuing or enhancing membership or status in an organization, causes, coerces or forces a student to do any of the following:[1]

1. Violate federal or state criminal law.
2. Consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm.
3. Endure brutality of a physical nature, including whipping, beating, branding, calisthenics or exposure to the elements.
4. Endure brutality of a mental nature, including activity adversely affecting the mental health or dignity of the individual, sleep deprivation, exclusion from social contact or conduct that could result in extreme embarrassment.
5. Endure brutality of a sexual nature.
6. Endure any other activity that creates a reasonable likelihood of bodily injury to the student.

Aggravated hazing occurs when a person commits an act of hazing that results in serious bodily injury or death to the student and:[2]

1. The person acts with reckless indifference to the health and safety of the student; or
2. The person causes, coerces or forces the consumption of an alcoholic liquid or drug by the student.

Organizational hazing occurs when an organization intentionally, knowingly or recklessly promotes or facilitates hazing.[3][4]

Any activity, as described above, shall be deemed a violation of this policy regardless of whether:[5]

1. The consent of the student was sought or obtained, or

2. The conduct was sanctioned or approved by the school or organization.

Student activity or organization means any activity, society, corps, team, club or service, social or similar group, operating under the sanction of or recognized as an organization by the district, whose members are primarily students or alumni of the organization.[6][7]

For purposes of this policy, bodily injury shall mean impairment of physical condition or substantial pain.[8]

For purposes of this policy, serious bodily injury shall mean bodily injury which creates a substantial risk of death or which causes serious, permanent disfigurement, or protracted loss or impairment of the function of any bodily member or organ.[8]

Authority

The Board prohibits hazing in connection with any student activity or organization regardless of whether the conduct occurs on or off school property or outside of school hours.[4][5][7][9][10]

No student, parent/guardian, coach, sponsor, volunteer or district employee shall engage in, condone or ignore any form of hazing.

The Board encourages students who believe they, or others, have been subjected to hazing to promptly report such incidents to the building principal or designee.

Delegation of Responsibility

Students, parents/guardians, coaches, sponsors, volunteers, and district employees shall be alert to incidents of hazing and shall report such conduct to the building principal or designee.

Discrimination/Discriminatory Harassment

Every report of alleged hazing that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination and discriminatory harassment shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer. If, in the course of a hazing investigation, potential issues of discrimination or discriminatory harassment are identified, the Compliance Officer shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged hazing.[11][12]

Guidelines

In addition to posting this policy on the district's publicly accessible website, the district shall inform students, parents/guardians, sponsors, volunteers and district employees of the district's policy prohibiting hazing, including district rules, penalties for violations of the policy, and the program established by the district for enforcement of the policy by means of publication in handbooks and verbal instructions by the coach or sponsor at the start of the season or program. [4]

This policy, along with other applicable district policies, procedures and Codes of Conduct, shall be provided to all school athletic coaches and all sponsors and volunteers affiliated with a student activity or organization, prior to coaching an athletic activity or serving as a responsible adult supervising, advising, assisting or otherwise participating in a student activity or organization

together with a notice that they are expected to read and abide by the policies, procedures and Codes of Conduct.[7]

Complaint Procedure

A student who believes that s/he has been subject to hazing is encouraged to promptly report the incident to the building principal or designee.

Students are encouraged to use the district's report form, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

The Board directs that verbal and written complaints of hazing shall be provided to the building principal or designee, who shall promptly notify the Superintendent or designee of the allegations and determine who shall conduct the investigation. Allegations of hazing shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of hazing brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be hazing under this policy but merits review and possible action under other Board policies.

Interim Measures/Police

Upon receipt of a complaint of hazing, the building principal or designee, in consultation with the Superintendent or designee, shall determine what, if any interim measures should be put in place to protect students from further hazing, bullying, discrimination or retaliatory conduct related to the alleged incident and report. Such interim measures may include, but not be limited to, the suspension of an adult who is involved, the separation of alleged victims and perpetrators, and the determination of what the complaining student needs or wants through questioning.

Those receiving the initial report and conducting or overseeing the investigation will assess whether the complaint, if proven, would constitute hazing, aggravated hazing or organizational hazing and shall report it to the police consistent with district practice and, as appropriate, consult with legal counsel about whether to report the matter to the police at every stage of the proceeding. The decision to report a matter to the police should not involve an analysis by district personnel of whether safe harbor provisions might apply to the person being reported, but information on the facts can be shared with the police in this regard.[13]

Referral To Law Enforcement and Safe Schools Reporting Requirements –

For purposes of reporting hazing incidents to law enforcement in accordance with Safe Schools Act reporting, the term incident shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act.[14][15][16]

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents, as defined in the Safe Schools Act, committed by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[14][15][17][18][19][20]

The Superintendent or designee shall notify the parent/guardian of any student directly involved in a defined incident as a victim or suspect immediately, as soon as practicable. The Superintendent or

designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.[14][20][21]

In accordance with state law, the Superintendent shall annually, by July 31, report all new incidents to the Office for Safe Schools on the required form.[15][20]

Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with this policy and the district's legal and investigative obligations.

Retaliation

Reprisal or retaliation relating to reports of hazing or participation in an investigation of allegations of hazing is prohibited and shall be subject to disciplinary action.

Consequences for Violations

Safe Harbor –

An individual needing medical attention or seeking medical attention for another shall not be subject to criminal prosecution if s/he complies with the requirements under law, subject to the limitations set forth in law.[13]

Students –

If the investigation results in a substantiated finding of hazing, the investigator shall recommend appropriate disciplinary action up to and including expulsion, as circumstances warrant, in accordance with the Code of Student Conduct. The student may also be subject to disciplinary action by the coach or sponsor, up to and including removal from the activity or organization. The fact of whether a student qualified for and received safe harbor under a criminal investigation shall be considered in assigning discipline.[4][7][13][22][23]

Nonstudent Violators/Organizational Hazing -

If the investigation results in a substantiated finding that a coach, sponsor, or volunteer affiliated with the student activity or organization engaged in, condoned or ignored any violation of this policy, s/he shall be disciplined in accordance with Board policy and applicable laws and regulations. Discipline could include, but is not limited to, dismissal from the position as coach, sponsor, or volunteer, and/or dismissal from district employment.[24]

If an organization is found to have engaged in organizational hazing, it shall be subject to the imposition of fines and other appropriate penalties. Penalties may include rescission of permission for that organization to operate on school property or to otherwise operate under the sanction or recognition of the district.

Criminal Prosecution –

Any person or organization that causes or participates in hazing may also be subject to criminal prosecution.[4]

Legal

1. 18 Pa. C.S.A. 2802
2. 18 Pa. C.S.A. 2803
3. 18 Pa. C.S.A. 2804
4. 18 Pa. C.S.A. 2808
5. 18 Pa. C.S.A. 2806
6. 18 Pa. C.S.A. 2801
7. 24 P.S. 511
8. 18 Pa. C.S.A. 2301
9. Pol. 122
10. Pol. 123
11. Pol. 103
12. Pol. 103.1
13. 18 Pa. C.S.A. 2810
14. 22 PA Code 10.2
15. 24 P.S. 1303-A
16. 35 P.S. 780-102
17. 22 PA Code 10.21
18. 22 PA Code 10.22
19. 24 P.S. 1302.1-A
20. Pol. 805.1
21. 22 PA Code 10.25
22. Pol. 218
23. Pol. 233
24. Pol. 317

18 Pa. C.S.A. 2801 et seq

22 PA Code 10.23

Pol. 113.1

Pol. 916

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Copy of Bullying/Cyberbullying
Code	249
Status	
Adopted	October 14, 2008
Last Revised	August 14, 2018

~~Purpose~~

~~The Northern Bedford County School Board is committed to providing a safe, positive learning environment for district students. The Board recognizes that 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 Board prohibits bullying by district students.~~

~~Definitions~~

~~**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]~~

1. ~~Substantial interference with a student's education.~~
2. ~~Creation of a threatening environment.~~
3. ~~Substantial disruption of the orderly operation of the school.~~

~~**Bullying**, as defined in this policy, includes cyberbullying.~~

~~**Cyberbullying** involves the use of information and communication technologies to support deliberate, repeated, and hostile behavior by an individual or group, that is intended to harm others.~~ ~~[2]~~

~~**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.~~ ~~[1]~~

~~Authority~~

~~The Board prohibits all forms of bullying by district students.~~ ~~[1]~~

~~The Board encourages students who have been bullied to promptly report such incidents to the building principal or designee.~~

The Board 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 district's legal and investigative obligations. No reprisals or retaliation shall occur as a result of good faith reports of bullying.

Delegation of Responsibility

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

The Superintendent or designee shall develop procedures to implement this policy.

The Superintendent or designee shall ensure that this policy and procedures are reviewed annually with students.[1]

The Superintendent or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Board.[1]

District administration shall annually provide the following information with the Safe School Report: [1]

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

Guidelines

The Code of Student Conduct, which shall reference this policy, shall be disseminated annually to students.[1][3][4]

This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district website, if available.

Education

The district may develop and implement bullying prevention and intervention programs. Such programs shall provide district staff and students with appropriate training for effectively responding to, intervening in and reporting incidents of bullying.[1][5][6]

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:[1][4][7]

1. Counseling within the school.
2. Parental conference.
3. Loss of school privileges.
4. Transfer to another school building, classroom or school bus.
5. Exclusion from school-sponsored activities.

6. ~~Detention.~~
7. ~~Suspension.~~
8. ~~Expulsion.~~
9. ~~Counseling/Therapy outside of school.~~
10. ~~Referral to law enforcement officials.~~

Legal

1. 24 P.S. 1303.1-A
2. Pol. 237
3. 22 PA Code 12.3
4. Pol. 218
5. 24 P.S. 1302-A
6. Pol. 236
7. Pol. 233

Pol. 248

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Bullying/Cyberbullying
Code	249 Vol V 2018
Status	First Reading
Adopted	October 14, 2008
Last Revised	October 8, 2019
Prior Revised Dates	08/14/2018

Purpose

The Board is committed to providing a safe, positive learning environment for district students. The Board recognizes that 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 Board prohibits bullying by district students.

Definitions

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 that is severe, persistent or pervasive and has the effect of doing any of the following:[1]

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

Bullying, as defined in this policy, includes cyberbullying.

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.[1]

Authority

The Board prohibits all forms of bullying by district students.[1]

The Board encourages students who believe they or others have been bullied to promptly report such incidents to the building principal or designee.

Students are encouraged to use the district's report form, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally,

setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

The Board directs that verbal and written complaints of bullying shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of bullying brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be bullying under this policy but merits review and possible action under other Board policies.

Discrimination/Discriminatory Harassment

Every report of alleged bullying that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination and discriminatory harassment shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer. If, in the course of a bullying investigation, potential issues of discrimination or discriminatory harassment are identified, the Compliance Officer shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged bullying.[2][3]

Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with this policy and the district's legal and investigative obligations.

Retaliation

Reprisal or retaliation relating to reports of bullying or participation in an investigation of allegations of bullying is prohibited and shall be subject to disciplinary action.

Delegation of Responsibility

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

The Superintendent or designee shall develop administrative regulations to implement this policy.

The Superintendent or designee shall ensure that this policy and administrative regulations are reviewed annually with students.[1]

The Superintendent or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Board.[1]

District administration shall annually provide the following information with the Safe School Report:[1]

1. Board's Bullying Policy.
2. Report of bullying incidents.

Guidelines

The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.[1][4][5]

This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district website.[1]

Education

The district may develop, implement and evaluate bullying prevention and intervention programs and activities. Programs and activities shall provide district staff and students with appropriate training for effectively responding to, intervening in and reporting incidents of bullying.[1][6][7][8]

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:[1][5][9]

1. Counseling within the school.
2. Parental conference.
3. Loss of school privileges.
4. Transfer to another school building, classroom or school bus.
5. Exclusion from school-sponsored activities.
6. Detention.
7. Suspension.
8. Expulsion.
9. Counseling/Therapy outside of school.
10. Referral to law enforcement officials.

Legal

1. 24 P.S. 1303.1-A
2. Pol. 103
3. Pol. 103.1
4. 22 PA Code 12.3
5. Pol. 218
6. 20 U.S.C. 7118
7. 24 P.S. 1302-A
8. Pol. 236
9. Pol. 233

Pol. 113.1

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	300 Administrative Employees
Title	Copy of Reduction of Staff
Code	311
Status	
Adopted	December 2, 2004
Last Revised	August 14, 2018

~~Authority~~

~~The Board is responsible for maintaining appropriate numbers of administrative, professional and support employees to effectively manage and operate the district and its schools. This policy establishes the manner in which necessary reductions of staff shall be accomplished.[1][2][3]~~

~~In the exercise of its authority to reduce staff through suspensions (furloughs) and elimination of positions, the Board shall give primary consideration to the staffing needs of the district, the effect upon the educational program and the financial stability of the district, and shall ensure compliance with law, regulations, collective bargaining agreements, individual contracts and Board resolutions.[4][5][6]~~

~~The Board shall not prevent any professional employee from engaging in another occupation during the period of suspension.[5]~~

~~Nothing in this policy shall be construed to limit the cause for which a temporary professional employee, or any employee other than a professional employee, may be suspended.[5]~~

~~Delegation of Responsibility~~

~~The Superintendent shall be responsible for the continuous review of the efficiency and effectiveness of district organization and staffing, and shall present recommendations for reduction in staff for Board consideration when such actions are deemed to be in the best interests of the district.~~

~~The Superintendent shall consult with the district solicitor as necessary to ensure that reduction of staff is implemented in accordance with applicable laws.[4][5]~~

~~Guidelines~~

~~Employees Other Than Professional Employees and Temporary Professional Employees~~

~~The employment status of employees other than professional employees and temporary professional employees may be terminated or temporarily suspended whenever deemed necessary in the best interests of the school district, subject to limitations and procedures provided for in collective bargaining agreements, if any.~~

Temporary Professional Employees

The employment status of a temporary professional employee may be nonrenewed when the employee's position has been eliminated or when the conditions for which professional employees may be suspended otherwise exist, subject to limitations and procedures provided for in collective bargaining agreements, if any.

Professional Employees

The necessary number of professional employees may be suspended for the following reasons:[4]

1. Substantial decrease in student enrollment in the district.
2. Curtailment or alteration of the educational program as a result of substantial decline in class or course enrollments or to conform with standards of organization or educational activities required by law or recommended by the Pennsylvania Department of Education. Such curtailment or alteration must be recommended by the Superintendent, agreed to by the Board, and approved by the Pennsylvania Department of Education. If not prevented by an existing or future provision of a collective bargaining agreement or employment contract, such a suspension may be effectuated without approval of the Pennsylvania Department of Education provided that, where an educational program is altered or curtailed, the district shall notify the Pennsylvania Department of Education of such action.
3. Consolidation of schools, whether within the district, through a merger of districts, or as a result of Joint Board agreements, when such consolidation makes it unnecessary to retain the full staff of professional employees.
4. When new school districts are established as the result of reorganization of school districts and such reorganization makes it unnecessary to retain the full staff of professional employees.
5. Economic reasons that require a reduction in professional employees; however, the district is prohibited from using an employee's compensation in the suspension determination. A Superintendent knowingly in violation of this prohibition shall have a letter from the Secretary of Education placed in his/her permanent employee record.

Economic Suspension Requirements -

The Board may suspend professional employees for economic reasons if all of the following apply:[4]

1. The Board approves the proposed suspensions by a majority vote of all school directors at a public meeting.
2. No later than sixty (60) days prior to the adoption of the final budget, the Board adopts a resolution of intent to suspend professional employees in the following fiscal year, setting forth:
    a. The economic conditions necessitating the proposed suspensions and how the economic conditions will be alleviated by the proposed suspensions, including:
        i. The total cost savings expected from the proposed suspensions.
        ii. A description of other cost-saving actions taken by the Board, if any.
        iii. The projected district expenditures for the following fiscal year with and without the proposed suspensions.
        iv. The projected total district revenues for the following fiscal year.
    b. The number and percentage of employees to be suspended who are:

i. ~~Professional employees assigned to provide instruction directly to students.~~

ii. ~~Administrative staff.~~

iii. ~~Professional employees who are not assigned to provide instruction directly to students and who are not administrative staff.~~

c. ~~The impact of the proposed suspensions on academic programs to be offered to students following the proposed suspensions, as well as the impact on academic programs to be offered to students if the proposed suspensions are not undertaken, compared to the current school year, and the actions if any, that will be taken to minimize the impact on student achievement.~~

~~*Professional Employees Assigned to Provide Instruction Directly to Students –*~~

~~Suspensions, due to economic reasons, of professional employees assigned to provide instruction directly to students may be approved by the Board only if the Board also suspends at least an equal percentage proportion of administrative staff, except when all of the following apply:[4]~~

1. ~~The Secretary of Education determines that the district's operations are already sufficiently streamlined or that the suspension of administrative staff would cause harm to the school stability and student programs.~~

2. ~~The Secretary of Education submits the determination to the State Board of Education.~~

3. ~~The State Board of Education approves the determination by a majority of its members.~~

~~The Board may choose to exempt from this requirement any five (5) administrative positions, one of which shall be the Business Manager or another staff member with the primary responsibility of managing the district's business operation.[4]~~

~~Order of Suspensions~~

~~Data necessary for computation of each professional employee's performance rating and seniority status shall be recorded and maintained to ensure compliance with the required order for suspensions.[7][8]~~

~~*Performance Evaluation Rating –*~~

~~Professional employees shall be suspended, within the area of certification required by law for the professional employee's current position, in the following order based on the two (2) most recent annual performance evaluations:[5][7][8]~~

1. ~~Consecutive unsatisfactory ratings.~~

2. ~~One (1) unsatisfactory rating and one (1) satisfactory rating.~~

3. ~~Consecutive satisfactory ratings which are either consecutive ratings of proficient, or a combination of one (1) proficient or distinguished rating and one (1) needs improvement rating.~~

4. ~~Consecutive satisfactory ratings which are consecutive distinguished, or a combination of one (1) rating of proficient and one (1) rating of distinguished.~~

~~*Seniority –*~~

~~**When** the number of professional employees within each certification area receiving the same performance rating is greater than the number of suspensions, **professional employees with the least seniority within each certification area shall be suspended before employees with greater seniority having the same performance rating**.[5]~~

In addition, professional employees shall be realigned to ensure that employees with more seniority have the opportunity to fill other positions within the district for which they are certificated and which are currently filled by less senior employees with the same or lower overall performance rating.

Seniority shall be considered only when the number of professional employees within each certification area receiving the same performance ratings is greater than the number of suspensions. [5]

Seniority shall continue to accrue during a suspension and all approved leaves of absence.[5]

When there is or has been a consolidation of schools, departments or programs, all professional employees shall retain the seniority rights they had prior to the reorganization or consolidation.[5]

Reinstatement

Suspended professional employees, or professional employees demoted for reasons of this policy, shall be reinstated within the area of certification required by law for the vacancy being filled in the district, in the inverse order by which they were suspended and on the basis of their seniority within the district.[5]

No new appointment shall be made while there is a suspended or demoted professional employee available who is properly certificated to fill such vacancy.[5]

Positions from which professional employees are on approved leaves of absence shall be considered temporary vacancies.[5]

To be considered available, suspended professional employees shall annually report in writing to the Board their current address and intent to accept the same or similar position when offered.[5]

A suspended professional employee enrolled in a college program during a period of suspension and who is recalled shall be given the option of delaying a return to service until the end of the current semester.[5]

Local Agency Law Hearings

The decision to suspend a professional employee shall be considered an adjudication for the purposes of the Local Agency Law, and a professional employee subject to such a decision shall have the right to a Local Agency Law hearing before the Board, if a hearing is requested within ten (10) days after being notified of suspension.[5][9]

A decision to nonrenew the employment of a temporary professional employee whose position has been eliminated or who is being nonrenewed for reasons for which professional employees may be suspended, shall be considered an adjudication for purposes of the Local Agency Law, and the employee shall be entitled to a Local Agency Law hearing, if a hearing is requested within ten (10) days after being notified of the decision to nonrenew.[9]

Legal

1. 22 PA Code 4.4
2. 24 P.S. 1106
3. 24 P.S. 406
4. 24 P.S. 1124
5. 24 P.S. 1125.1
6. 24 P.S. 524
7. 24 P.S. 1123
8. Pol. 313
9. 2 Pa. C.S.A. 551 et seq

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Reduction of Staff
Code	311 Vol IV 2018
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019
Prior Revised Dates	08/14/2018

Authority

The Board is responsible for maintaining appropriate numbers of administrative, professional and support employees to effectively manage and operate the district and its schools. This policy establishes the manner in which necessary reductions of staff shall be accomplished.[1][2][3]

In the exercise of its authority to reduce staff through suspensions (furloughs) and elimination of positions, the Board shall give primary consideration to the staffing needs of the district, the effect upon the educational program and the financial stability of the district, and shall ensure compliance with law, regulations, collective bargaining agreements, individual contracts and Board resolutions.[4][5][6]

The Board shall not prevent any professional employee from engaging in another occupation during the period of suspension.[5]

Nothing in this policy shall be construed to limit the cause for which a temporary professional employee, or any employee other than a professional employee, may be suspended.[5]

Delegation of Responsibility

The Superintendent shall be responsible for the continuous review of the efficiency and effectiveness of district organization and staffing, and shall present recommendations for reduction in staff for Board consideration when such actions are deemed to be in the best interests of the district.

The Superintendent shall consult with the district solicitor as necessary to ensure that reduction of staff is implemented in accordance with applicable laws.[4][5]

Guidelines

Employees Other Than Professional Employees and Temporary Professional Employees

The employment status of employees other than professional employees and temporary professional employees may be terminated or temporarily suspended whenever deemed necessary in the best

interests of the school district, subject to limitations and procedures provided for in collective bargaining agreements, if any.

Temporary Professional Employees

The employment status of a temporary professional employee may be nonrenewed when the employee's position has been eliminated or when the conditions for which professional employees may be suspended otherwise exist, subject to limitations and procedures provided for in collective bargaining agreements, if any.

Professional Employees

The necessary number of professional employees may be suspended for the following reasons:[4]

1. Substantial decrease in student enrollment in the district.
2. Curtailment or alteration of the educational program as a result of substantial decline in class or course enrollments or to conform with standards of organization or educational activities required by law or recommended by the Pennsylvania Department of Education. Such curtailment or alteration must be recommended by the Superintendent, agreed to by the Board, and approved by the Pennsylvania Department of Education. If not prevented by an existing or future provision of a collective bargaining agreement or employment contract, such a suspension may be effectuated without approval of the Pennsylvania Department of Education provided that, where an educational program is altered or curtailed, the district shall notify the Pennsylvania Department of Education of such action.
3. Consolidation of schools, whether within the district, through a merger of districts, or as a result of Joint Board agreements, when such consolidation makes it unnecessary to retain the full staff of professional employees.
4. When new school districts are established as the result of reorganization of school districts and such reorganization makes it unnecessary to retain the full staff of professional employees.
5. Economic reasons that require a reduction in professional employees; however, the district is prohibited from using an employee's compensation in the suspension determination. A Superintendent knowingly in violation of this prohibition shall have a letter from the Secretary of Education placed in his/her permanent employee record.

Economic Suspension Requirements -

The Board may suspend professional employees for economic reasons if all of the following apply:[4]

1. The Board approves the proposed suspensions by a majority vote of all school directors at a public meeting.
2. No later than sixty (60) days prior to the adoption of the final budget, the Board adopts a resolution of intent to suspend professional employees in the following fiscal year, setting forth:
    a. The economic conditions necessitating the proposed suspensions and how the economic conditions will be alleviated by the proposed suspensions, including:
        i. The total cost savings expected from the proposed suspensions.
        ii. A description of other cost-saving actions taken by the Board, if any.
        iii. The projected district expenditures for the following fiscal year with and without the proposed suspensions.

iv. The projected total district revenues for the following fiscal year.

b. The number and percentage of employees to be suspended who are:

i. Professional employees assigned to provide instruction directly to students.

ii. Administrative staff.

iii. Professional employees who are not assigned to provide instruction directly to students and who are not administrative staff.

c. The impact of the proposed suspensions on academic programs to be offered to students following the proposed suspensions, as well as the impact on academic programs to be offered to students if the proposed suspensions are not undertaken, compared to the current school year, and the actions if any, that will be taken to minimize the impact on student achievement.

Professional Employees Assigned to Provide Instruction Directly to Students -

Suspensions, due to economic reasons, of professional employees assigned to provide instruction directly to students may be approved by the Board only if the Board also suspends at least an equal percentage proportion of administrative staff, except when all of the following apply:[4]

1. The Secretary of Education determines that the district's operations are already sufficiently streamlined or that the suspension of administrative staff would cause harm to the school stability and student programs.

2. The Secretary of Education submits the determination to the State Board of Education.

3. The State Board of Education approves the determination by a majority of its members.

The Board may choose to exempt from this requirement any five (5) administrative positions, one of which shall be the Business Manager or another staff member with the primary responsibility of managing the district's business operation.[4]

Order of Suspensions

Data necessary for computation of each professional employee's performance rating and seniority status shall be recorded and maintained to ensure compliance with the required order for suspensions.[7][8]

Performance Evaluation Rating -

Professional employees shall be suspended, within the area of certification required by law for the professional employee's current position, in the following order based on the two (2) most recent annual performance evaluations:[5][7][8]

1. Consecutive unsatisfactory ratings.

2. One (1) unsatisfactory rating and one (1) satisfactory rating.

3. Consecutive satisfactory ratings which are either consecutive ratings of proficient, or a combination of one (1) proficient or distinguished rating and one (1) needs improvement rating.

4. Consecutive satisfactory ratings which are consecutive distinguished, or a combination of one (1) rating of proficient and one (1) rating of distinguished.

Seniority -

When the number of professional employees within each certification area receiving the same performance rating is greater than the number of suspensions, professional employees with the least seniority within each certification area shall be suspended before employees with greater seniority having the same performance rating.[5]

In addition, professional employees shall be realigned to ensure that employees with more seniority have the opportunity to fill other positions within the district for which they are certificated and which are currently filled by less senior employees with the same or lower overall performance rating.

Seniority shall continue to accrue during a suspension and all approved leaves of absence.[5]

When there is or has been a consolidation of schools, departments or programs, all professional employees shall retain the seniority rights they had prior to the reorganization or consolidation.[5]

Reinstatement

Suspended professional employees, or professional employees demoted for reasons of this policy, shall be reinstated within the area of certification required by law for the vacancy being filled in the district, in the inverse order by which they were suspended and on the basis of their seniority within the district.[5]

No new appointment shall be made while there is a suspended or demoted professional employee available who is properly certificated to fill such vacancy.[5]

Positions from which professional employees are on approved leaves of absence shall be considered temporary vacancies.[5]

To be considered available, suspended professional employees shall annually report in writing to the Board their current address and intent to accept the same or similar position when offered.[5]

A suspended professional employee enrolled in a college program during a period of suspension and who is recalled shall be given the option of delaying a return to service until the end of the current semester.[5]

Local Agency Law Hearings

The decision to suspend a professional employee shall be considered an adjudication for the purposes of the Local Agency Law, and a professional employee subject to such a decision shall have the right to a Local Agency Law hearing before the Board, if a hearing is requested within ten (10) days after being notified of suspension.[5][9]

A decision to nonrenew the employment of a temporary professional employee whose position has been eliminated or who is being nonrenewed for reasons for which professional employees may be suspended, shall be considered an adjudication for purposes of the Local Agency Law, and the employee shall be entitled to a Local Agency Law hearing, if a hearing is requested within ten (10) days after being notified of the decision to nonrenew.[9]

Legal

1. 22 PA Code 4.4
2. 24 P.S. 1106
3. 24 P.S. 406
4. 24 P.S. 1124
5. 24 P.S. 1125.1
6. 24 P.S. 524
7. 24 P.S. 1123
8. Pol. 313
9. 2 Pa. C.S.A. 551 et seq

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	300 Administrative Employees
Title	Copy of Tobacco Use
Code	323
Status	
Adopted	December 2, 2004

~~Purpose~~

~~The Board recognizes that tobacco use during school hours and on school property presents a health and safety hazard that can have serious consequences for the user and the nonuser and the safety of the schools.~~

~~Definition~~

~~For purposes of this policy, **tobacco use** shall mean all use of tobacco, including cigars, cigarettes, pipes and smokeless tobacco.[3]~~

~~Authority~~

~~The Board prohibits tobacco use by administrative employees in a school building and on any property, buses, vans and vehicles that are owned, leased or controlled by the school district.[1][2]~~

~~The Board prohibits tobacco use by administrative employees at school-sponsored activities that are held off school property.~~

~~Guidelines~~

~~The district shall annually notify employees about the district's tobacco use policy by publishing such in handbooks, newsletters, posted notices, and other efficient methods.~~

~~Incidents of possession, use and sale of tobacco by any person on school property shall be reported to the Office of Safe Schools on the required form at least once each year.[4]~~

~~First time violations will result in a written reprimand. A second violation will result in prosecution under any applicable laws and/or more severe disciplinary action by the district.~~

Legal

1. 20 U.S.C. 7181 et seq
2. 35 P.S. 1223.5
3. 18 Pa. C.S.A. 6306.1
4. 24 P.S. 1303-A

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Tobacco/Nicotine
Code	323 Vol V 2018
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019

Purpose

The Board recognizes that tobacco, nicotine and nicotine delivery products present a health and safety hazard that can have serious consequences for both users and nonusers and the safety and environment of the schools.

Definitions

For purposes of this policy, tobacco includes a lighted or unlighted cigarette, cigar, cigarillo, little cigar, pipe or other smoking product or material and smokeless tobacco in any form including chewing tobacco, snuff, dip or dissolvable tobacco pieces.[1]

For purposes of this policy, nicotine shall mean a product that contains or consists of nicotine in a form that can be ingested by chewing, smoking, inhaling or through other means.

For purposes of this policy, a nicotine delivery product shall mean a product or device used, intended for use or designed for the purpose of ingesting nicotine or another substance. This definition includes, but is not limited to, any device or associated product used for what is commonly referred to as vaping or juuling.

Authority

The Board prohibits use of tobacco, nicotine and nicotine delivery products by administrative, professional and support employees in a school building and on any property, buses, vans and vehicles that are owned, leased or controlled by the school district.[1][2]

The Board also prohibits use of tobacco, nicotine and nicotine delivery products by district employees at school-sponsored activities that are held off school property.[1]

Delegation of Responsibility

The Superintendent or designee shall notify employees about the Board's tobacco/nicotine policy by publishing information in handbooks, newsletters, posters, or other efficient methods such as posted notices, signs and on the district website.[1]

Guidelines

This policy does not prohibit the use of a patch, gum or lozenge as a smoking cessation product by any employee who has a written order by a physician.

Reporting

The Superintendent shall annually, by July 31, report incidents of possession, use or sale of tobacco, nicotine and nicotine delivery products on school property to the Office for Safe Schools on the required form.[3][4]

Additional Provisions - Tobacco Only

The Superintendent or designee may report incidents involving the sale of tobacco to minors by employees on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[3][4][5][6][7][8]

Legal

1. 35 P.S. 1223.5
2. 20 U.S.C. 7183
3. 24 P.S. 1303-A
4. Pol. 805.1
5. 18 Pa. C.S.A. 6305
6. 22 PA Code 10.2
7. 22 PA Code 10.22
8. 24 P.S. 1302.1-A

20 U.S.C. 7181 et seq

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	300 Administrative Employees
Title	Family and Medical Leaves
Code	335
Status	
Adopted	December 2, 2004

~~Purpose~~

~~A family and medical leave of absence is an approved absence available to eligible employees for up to twelve (12) weeks of unpaid leave during the twelve-month period set forth in this policy. This leave may be taken under particular circumstances that are critical to the family's life. Leaves shall be granted by the district in accordance with the Family and Medical Leave Act, hereinafter referred to as FMLA, and its regulations.[1]~~

~~Definitions~~

~~**Eligible Employee** – An employee who has been employed:~~

1. ~~For at least twelve (12) months by the district before the leave is requested.~~
2. ~~For at least 1,250 hours of actual service by the district during the previous twelve-month period immediately before the leave commences.~~

~~**Employee Benefits** – All benefits provided or made available to employees by the district, including group life insurance, health insurance, disability insurance, sick leave, annual leave, educational benefits and retirement benefits.~~

~~**Health Care Provider** – shall include the following:~~

1. ~~A doctor of medicine or osteopathy who is authorized to practice medicine or surgery by the state in which the doctor practices.~~
2. ~~Any other person determined by the United States Department of Labor's Secretary to be capable of providing health care services.~~

~~**Reduced Leave Schedule** – A leave schedule that reduces the usual number of hours per workweek, or hours per workday, of an employee.~~

~~**Serious Health Condition** – An illness, injury, impairment, or physical or mental condition that consists of:~~

1. ~~Inpatient care involving an overnight stay in a hospital, hospice, or residential medical care facility, including any period of incapacity which results in an inability to work, attend school, or perform other regular daily activities due to the serious health condition, its treatment, or~~

recovery from it, or any subsequent treatment in connection with this inpatient care.

2. A serious health condition involving continuing treatment by a health care provider, involving one or more of the following:

    a. A period of incapacity resulting in an inability to work, attend school, or perform other regular daily activities due to the serious health condition, its treatment, or recovery from it for more than three (3) consecutive calendar days, and any subsequent treatment or period of incapacity related to the same condition, that also includes:

        i. Treatment two (2) or more times by a health care provider, or by a nurse or physician's assistant under direct supervision of a health care provider, or by a provider of health care services under orders of, or on referral by, a health care provider.

        ii. Treatment by a health care provider on at least one (1) occasion that results in a regime of continuing treatment under the supervision of the health care provider.

    b. Any period of incapacity due to pregnancy or for prenatal care.

    c. Any period of incapacity or treatment for this incapacity due to a chronic serious health condition. A chronic serious health condition is one which:

        i. Requires periodic visits for treatment by a health care provider, or by a nurse or physician's assistant under direct supervision of a health care provider.

        ii. Continues over an extended time period, including recurring episodes of a single underlying condition.

        iii. May cause episodic rather than a continuing period of incapacity (e.g. asthma, diabetes, epilepsy, etc.).

    d. A period of incapacity which is permanent or long-term due to a condition for which treatment may not be effective (e.g. Alzheimer's, a severe stroke, or the terminal stages of a disease).

    e. Any periods of absence to receive multiple treatments, including any period of recovery therefrom, by a health care provider or by a provider of health care services under orders of, or on referral by, a health care provider, either for restorative surgery after an accident or other injury, or for a condition that would likely result in a period of incapacity of more than three (3) consecutive calendar days in the absence of medical intervention or treatment, such as cancer (chemotherapy, radiation, etc.), severe arthritis (physical therapy), kidney disease (dialysis), etc.

Parent – The biological parent or an individual who stands in loco parentis.

Persons Eligible for Care – shall include the following:

1. Son or Daughter – A biological, adopted or foster child, a stepchild, a legal ward, or a child of a person standing in loco parentis, who is:

    a. Under eighteen (18) years of age.

    b. Eighteen (18) years of age or older and incapable of self-care because of mental or physical disability.

2. Other Persons – An employee's son-in-law, daughter-in-law, father-in-law, mother-in-law, or anyone else residing in the employee's household that is under the employee's care.

3. Spouse – a husband or wife.

Twelve-Month Period – The twelve-month period that begins on July 1 and ends on June 30 of the succeeding year.

Delegation of Responsibility

The Superintendent or designee shall develop administrative guidelines regulating leaves and ensuring the district's compliance with law. Although implementing the guidelines is the responsibility of the Superintendent, they must adhere to the basic principles of law.

Guidelines

Required notices shall be posted by the district.

Guides advising employees of their rights and responsibilities shall be developed and posted. The guides shall be given to employees upon request; whenever an employee requests an FMLA leave; and whenever the district designates a leave as an FMLA leave.

All requests for leave, both FMLA leave and non-FMLA leave, shall be made in writing on a district form. The form shall request sufficient information to determine whether the leave qualifies as an FMLA leave.

Eligibility for an FMLA leave shall be based entirely on the eligibility criteria established by the FMLA. This policy shall not be construed to expand eligibility for an FMLA leave beyond what is required by the law.

Coverage

This policy shall apply to all family and medical leave of absences. If an employee is entitled to paid or unpaid leave under another district benefit plan or policy, the employee may at his/her option use that paid or unpaid leave first.

Permissible Leaves

An eligible employee shall be entitled to a total of twelve (12) workweeks of unpaid leave during the twelve-month period for one or more of the following:

1. Birth – The birth of a son or daughter of the employee and the care for this son or daughter.

2. Adoption or Foster Care – The placement of a son or daughter with the employee for adoption or foster care.

3. Care – For all persons eligible for care under this policy if that person eligible for care has a serious health condition.

4. Serious Health Condition – The employee's own serious health condition that makes the employee unable to perform the functions of his/her position.

Leave Process

The employee shall make a reasonable effort to schedule the treatment to avoid disrupting the district's operations, subject to the approval of the health care provider of the employee or the health care provider of the son, daughter, spouse, or parent of the employee. A thirty (30) calendar day

notice before the date foreseeable leave is to begin shall be provided by the employee when practicable.

In using an unpaid leave of absence, the employee may elect to use accrued paid leave with FMLA leave, and use of paid leave shall not decrease in part or whole the twelve (12) workweeks of unpaid leave provided by FMLA as follows:

1. Accrued paid vacation or personal leave if the leave is for birth.
2. Accrued paid vacation or personal leave if the leave is for adoption or foster care.
3. Accrued paid vacation, personal, or medical/sick leave if the leave is for care.
4. Accrued paid vacation, personal, or medical/sick leave if the leave is a serious health condition.

The district shall designate an employee use of paid leave as FMLA leave based on information from the employee.

Intermittent Leave or Reduced Schedule Leave

No employee may take an intermittent leave or a reduced schedule leave under birth, adoption, or foster care.

An eligible employee may take intermittent leave or reduced schedule leave under care or serious health condition that is medically necessary and not foreseeable, subject to the following:

1. If an eligible employee is not employed principally in an instructional capacity and requests leave under care or serious health condition that is foreseeable based on planned medical treatment that is medically necessary, the district may require that the employee transfer temporarily to an available alternative position for which the employee is qualified if the alternative position:
    a. Has equivalent pay and benefits.
    b. Better accommodates recurring periods of leave than the regular employment position.
2. If an eligible employee is employed principally in an instructional capacity and requests leave under care or serious health condition that is foreseeable based on planned medical treatment that is medically necessary, and would be on leave for greater than twenty percent (20%) of the total number of working days in the period during which the leave would extend, the district may require that the employee elect either to:
    a. Take leave for periods of a particular duration, not to exceed the duration of the planned medical treatment.
    b. Transfer temporarily to an available alternative position for which the employee is qualified if the alternative position:
        i. Has equivalent pay and benefits.
        ii. Better accommodates recurring periods of leave than the regular employment position.
3. For any employee to request intermittent leave or reduced schedule leave under care, the written certification shall include the following:

a. The dates on which planned medical treatment are expected to be given.

b. The duration of the treatment.

c. The employee's intermittent leave or reduced schedule leave:

i. Is necessary for person eligible for care.

ii. Will assist in their recovery.

d. The expected duration and schedule of the intermittent leave or reduced leave schedule.

4. For any employee to request intermittent leave or reduced schedule leave under serious health condition, the written certification shall include a statement of:

a. The dates on which planned medical treatment is expected to be given.

b. The duration of the treatment.

c. The medical necessity for the intermittent leave or reduced schedule leave.

d. The expected duration and schedule of the intermittent leave or reduced leave schedule.

Intermittent leave or reduced schedule leave shall be taken in increments of one (1) hour or longer.

Certification

A request under care and serious health conditions shall be supported in a timely manner with a written certification issued by the appropriate health care provider. The written certification shall provide all information required by the district.

The district may require that the eligible employee obtain subsequent recertifications on a reasonable basis. The employee shall supply the district with a certification from the health care provider stating the employee may resume work.

Second Opinion –

The district may require, at the expense of the district, that the eligible employee obtain the opinion of a second health care provider designated by the district. If the second opinion differs from the first opinion, the district may require at its expense a third opinion which shall be considered final and binding on both parties.

Benefits Protection

An employee on FMLA leave shall not lose any employment benefits accrued prior to the date on which the leave commenced.

The district shall maintain coverage under any group health plan for the duration of the leave at the same level and under the condition that coverage would have been provided if the employee had continued in employment continuously for the duration of the leave.

An employee returning from FMLA leave shall be restored to his/her original job or to an equivalent job with equivalent pay, benefits, and other employment terms and conditions.

If the employee does not return from FMLA leave, the district may recover from the employee the premium that was paid for the group heath plan during the unpaid leave, unless circumstances

~~beyond the control of the employee prevent the return to work.~~

Legal	1. 29 U.S.C. 2601 et seq

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Family and Medical Leaves
Code	335 Vol II 2019
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019

Authority

The Board shall provide eligible administrative, professional and support employees with unpaid leaves of absence in accordance with the Family And Medical Leave Act, hereinafter referred to as FMLA.[1][2]

Employee requests for FMLA leave shall be processed in accordance with law, Board policy.

Delegation of Responsibility

The Superintendent shall develop and disseminate procedures to implement FMLA leave for eligible employees.

The district shall post, in conspicuous places in the district customarily used for notices to employees and applicants, a notice regarding the provisions of the FMLA and the procedure for filing a complaint.[3]

Employee requests for leave, both FMLA and non-FMLA, shall be submitted in writing on a district form to the Superintendent.

Guidelines

Employees' eligibility for FMLA leave shall be based on the criteria established by law.[4][5]

Eligible employees shall be provided up to twelve (12) workweeks of unpaid leave in a twelve-month period for the employee's own serious health condition; for the birth, adoption, foster placement or first-year care of a child; to care for a seriously ill spouse, child or parent; or to address specific qualifying exigencies pertaining to a member of the Armed Forces alerted for foreign deployment or during foreign deployment.[5]

Eligible employees shall be provided up to twenty-six (26) workweeks of unpaid leave in a single twelve-month period to care for an ill or injured covered servicemember.[5]

The district shall utilize a rolling twelve-month period measured backwards from the date leave is used to determine if an employee has exhausted his/her FMLA leave in any twelve-month period.[6]

When an employee requests an FMLA leave and qualifies for and is entitled to any accrued paid sick, vacation, personal or family leave, the employee is required to utilize such paid leave concurrent with the FMLA leave.[5]

Legal

1. 29 U.S.C. 2601 et seq
2. 29 CFR Part 825
3. 29 U.S.C. 2619
4. 29 U.S.C. 2611
5. 29 U.S.C. 2612
6. 29 CFR 825.200

Pol. 813

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	600 Finances
Title	Copy of Purchases Not Budgeted
Code	612
Status	
Adopted	December 2, 2004
Last Reviewed	October 8, 2019

Purpose

The laws of the state and the interests of the community require fiscal responsibility by the Board in the operation of the school district. Appropriate fiscal controls shall be adopted to ensure that public funds are not disbursed in amounts in excess of the appropriations provided to the district.

Authority

When funds are not available for a proposed appropriation, a legal transfer from one class of expenditure to another may be made by the Board in the last nine (9) months of the fiscal year if it is apparent that the necessary surplus funds do exist in another appropriation, the procedures specified in the School Code are followed, and it can be demonstrated that the proposed expenditure would be educationally warranted in the current fiscal year.[1][2][3]

Guidelines

In the event of emergency, which exists whenever the time required for the Board to act in accordance with regular procedures would endanger life or property or threaten continuance of existing school classes, a purchase order may be authorized by the Superintendent.

Any expenditures in excess of appropriation made in conformance with this policy shall be reported to the Board at the next meeting with a recommendation of funds to be transferred to cover said purchase.

Legal

1. 24 P.S. 609
2. 24 P.S. 666
3. 24 P.S. 687

Procurement – Federal Programs

This document is intended to integrate standard district purchasing procedures with additional requirements applicable to procurements that are subject to the federal Uniform Grant Guidance regulations and/or U.S. Department of Agriculture (USDA) regulations governing school food service programs. The district maintains the following purchasing procedures, in accordance with federal and state laws, regulations and Board policy. (2 CFR 200.318-200.325; 7 CFR 210.16, 210.19, 210.21, 215.14a, 220.16; 24 P.S. 120, 24 P.S. 504, 24 P.S. 508, 24 P.S. 521, 24 P.S. 607, 24 P.S. 609, 24 P.S. 751, 24 P.S. 807.1; 62 Pa. C.S.A. 4601 et seq; Pol. 610, 611, 612, 613, 808)

2018 Procurement Thresholds

PA State Quotation Threshold	**$10,900**	Adjusted based on Consumer Price Index published in PA Bulletin (24 P.S. Sec. 120)
PA State Bid Threshold	**$20,100**	Adjusted based on Consumer Price Index published in PA Bulletin (24 P.S. Sec. 120)
Federal Micro-Purchase Threshold	$3,500	Adjusted periodically and published in Federal Register (48 CFR Subpart 2.1)
Federal Simplified Acquisition Threshold	$150,000	Adjusted periodically and published in Federal Register (48 CFR Subpart 2.1)

*Please review this Procurement attachment annually and update amounts accordingly

Responsibility for Purchasing

The Board has outlined standard district purchasing responsibility, methods of purchasing, price quotations and bid requirements in the following Board policies and their accompanying administrative regulations or procedures:

Policy 610. Purchases Subject to Bid/Quotation
Policy 611. Purchases Budgeted
Policy 612. Purchases Not Budgeted
Policy 613. Cooperative Purchasing

Purchase Methods

When a request for purchase of equipment, supplies or services has been submitted and approved as outlined below, the procurement method to be used will be determined based on the type of purchase and the total cost of the purchase as further outlined below. This procedure outlines how the cost thresholds for determining when the quote or formal bidding procedures that are required by state law as reflected in Policy 610 must be modified when making purchases for federally funded purposes to which the Uniform Grant Guidance or USDA regulations apply, so as to comply with both state and federal requirements. At each point where requirements for food

service-related procurement under USDA regulations differ, a note will refer to the Food Service Program Notes at the end of this procedure. Final determination of which purchasing procedures are to be applied is delegated to the

{ } Business Manager

{ } Superintendent

under the authority of the Board.

Standard Procurement Documents and Purchase Request Process

The district shall use

{ } purchase orders

{ } requisitions

for purchase requests in accordance with the applicable purchase method.

The district shall use

{ } paper

{ } electronic

purchasing records, which are pre-numbered and are accessible to designated purchasing staff in

{ } the district office.

{ } the Business Office.

{ } Purchasing Agent's office.

{ } Other _____.

Purchase requests by an employee must be submitted to the building administrator or immediate supervisor. Purchase of all budgeted items or items approved by an administrator or supervisor must be initiated by use of a purchase order or requisition submitted to the

{ } Board Secretary.

{ } Business Manager.

{ } Superintendent.
{ } Purchasing Agent.

Purchase orders and requisitions shall contain information including, but not limited to:

1. Description of the services to be performed or goods to be delivered.

2. Location of where services will be performed or goods will be delivered.

3. Appropriate dates of service or delivery.

4. { } Other (describe) _____.

Documentation on purchase orders and requisitions shall be maintained in accordance with the district's Records Management Policy and records retention schedule. (Pol. 800)

Contracts shall be reviewed by the

{ } Board Secretary

{ } Business Manager

{ } Superintendent

{ } school solicitor

prior to submission to the Board for approval.

Contracts to which the Uniform Grant Guidance apply shall contain the clauses specified in Appendix II to 2 CFR Part 200 (Contract Provisions for Non-Federal Entity Contracts Under Federal Awards), when applicable.

[See Food Service Program Notes below for specific clauses required by USDA regulations to be included in cost reimbursable procurement contracts.]

Micro-Purchases Not Requiring Quotes or Bidding

For purposes of this procedure**, micro-purchase** means a purchase of equipment, supplies or services for use in federally funded programs using simplified acquisition procedures, the aggregate amount of which does not exceed a base amount of $3,500. The micro-purchase dollar threshold is adjusted periodically by the federal government, and the threshold most recently established and published in the Federal Register shall apply if other than $3,500.(48 CFR Subpart 2.1)

Note: The micro-purchase maximum for federal purposes is lower than the amount below which the School Code allows purchase for nonfederal purposes to be made without obtaining at least three (3) written or telephonic quotes or using formal competitive bidding.

The micro-purchase method is used in order to expedite the completion of its lowest dollar small purchase transactions and minimize the associated administrative burden and cost. Procurement by micro-purchase is the acquisition of equipment, supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold.

To the extent practicable, the district distributes micro-purchases equitably among qualified suppliers when the same or materially interchangeable products are identified and such suppliers offer effectively equivalent rates, prices and other terms. The

{ } Superintendent

{ } Business Manager

{ } Purchasing Agent

{ } Board Secretary

will be responsible to determine the equitable distribution of micro-purchases.

Micro-purchases may be awarded without soliciting competitive quotations if the district considers the price to be reasonable. The district will maintain evidence of this reasonableness in the records of all micro-purchases. **Reasonable** means that sound business practices were followed and the purchase is comparable to market prices for the geographic area. Such determinations of reasonableness may include comparison of the price to previous purchases of the same item or comparison of the price of items similar to the item being purchased.

Even if the cost of a purchase qualifies it as a micro-purchase, bidding or small purchase procedures may be used optionally when those procedures may result in cost savings.

Small Purchase Procedures

For purposes of this procedure, **small purchase procedures** are those relatively simple and informal procurement methods for securing equipment or supplies that cost more than the amount qualifying as a micro-purchase and do not cost **$20,100** or more, or in the case of services other than construction, maintenance or repair on school facilities, where the total cost does not exceed the $150,000 federal Simplified Acquisition Threshold at which formal competitive bidding or competitive proposals are required. Small purchase procedures cannot be used for purchases of equipment or supplies or for construction, repair or maintenance services

costing **$20,100** or more because the School Code requires formal competitive bidding at that level of cost.

The base amount at which bidding is required under state law for purchases of equipment, supplies and construction, maintenance or repair services on school facilities is adjusted for inflation annually, and the amount most recently established and published in the Pennsylvania Bulletin shall apply if other than **$20,100.** (24 P.S. Sec. 120)

The federal Simplified Acquisition Threshold at which competitive bidding or competitive proposals are required is adjusted periodically by the federal government, and the threshold most recently established and published in the Federal Register shall apply if other than $150,000. (48 CFR Subpart 2.1)

Because state law does not require competitive bidding for the purchase of services other than construction, maintenance or repairs on school facilities regardless of total cost, small purchase procedures, including a request for proposal (RFP) procedure, may be used for procurement of such other services except when the estimated total cost will be at or over the federal threshold at which formal competitive bidding or competitive proposals are required ($150,000).

[See Food Service Program Notes below for exemption from bidding for purchases of perishable food items costing less than $150,000.]

If small purchase procedures are used, written or telephonic price or rate quotations are obtained from at least three (3) qualified sources and records of quotes are maintained as provided in Policy 610. (Pol. 610)

Formal Competitive Bidding

Publicly Solicited Sealed Competitive Bids:

For purchases of equipment or supplies, or of services for construction, maintenance or repairs of school facilities, sealed competitive bids are publicly solicited and awarded to the lowest responsive and responsible bidder as provided in Policy 610 when the total cost is estimated to be **$20,100** or more. (Pol. 610)

Note: The amount at which formal competitive bidding or competitive proposals are required by federal regulations is much higher than the base amount at which the School Code requires competitive bidding. Therefore, the lower base amount specified by the School Code, as annually adjusted, is used to determine when bidding will be used for purchases of equipment or supplies, or for obtaining services for construction, maintenance or repairs on school facilities. (24 P.S. Sec. 120)

State law does not require bidding for the purchase of services other than construction, maintenance or repairs on school facilities regardless of total cost. For procurement of such other services for federally funded purposes to which the Uniform Grant Guidance applies, formal

competitive bidding or competitive proposals will be used when the estimated total cost will be at or over the federal threshold of $150,000.

The federal Simplified Acquisition Threshold at which competitive bidding or competitive proposals are required is adjusted periodically by the federal government, and the threshold most recently established and published in the Federal Register shall apply if other than $150,000. (48 CFR Subpart 2.1)

For procurement of services costing at or over the $150,000 federal threshold other than for construction, maintenance or repairs on school facilities, the use of competitive sealed bidding is considered feasible and appropriate when:

1. A complete, adequate, and realistic specification or purchase description is available;

2. Two (2) or more responsible bidders are willing and able to compete effectively for the business; and

3. The procurement lends itself to a firm fixed-price contract and the selection of the successful bidder can be made principally on the basis of price.

Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of. Any or all bids may be rejected if there is a sound documented reason.

[See Food Service Program Notes below for reference to state requirements regarding contracts with food service management companies and contractors of pre-plated meals.]

Competitive Proposals

State law does not require public school entities to solicit competitive bids for services other than construction, repairs or maintenance of school facilities, for which competitive bidding is required if the cost will be a base amount of **$20,100** or more. State law allows competitive proposals relating to work on facilities in lieu of bidding only in the context of guaranteed energy savings contracts.

Federal regulations allow the use of competitive proposals as an alternative to formal competitive bidding when conditions are not appropriate for the use of sealed bids.

In the case of services other than for construction, repairs or maintenance of school facilities costing less than that threshold, the district may use small purchase procedures or micro-purchase procedures as applicable based on total cost. A request for proposal (RFP) process can also meet or exceed the small purchase competition requirements under state law and Policy 610 for the acquisition of services other than for construction, repairs or maintenance of school facilities, and can be used if the total cost will be less than $150,000.

When permitted, the technique of competitive proposals is normally conducted with more than one (1) source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. Competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The district shall comply with other applicable state and federal law and regulations, Board policy and administrative regulations regarding purchasing; the district may consult with the school solicitor or other qualified counsel in determining the required process for purchasing through competitive proposals when necessary.

If this method is used, the following requirements apply:

1. Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical.

2. Proposals must be solicited from an adequate number of qualified sources.

3. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered.

An alternative form of competitive proposal is permitted only for qualifications-based procurement of architectural and engineering services, in which price is not a selection factor and reasonable compensation is negotiated after source selection. This alternative is not permitted for procurement of other types of services.

Competitive proposals shall be evaluated by the

{ } Superintendent

{ } Business Manager

{ } Federal Programs Coordinator

based on factors including but not limited to:

1. Cost.
{ } Experience of contractor.

{ } Availability.

{ } Personnel qualifications.

{ } Financial stability.

{ } Minority business, women’s business enterprise, or labor surplus area firm status.

{ } Project management expertise.

{ } Understanding of district needs.

{ } Other _____.

Evaluations shall be completed in a timely manner, documented and shall be reviewed by the

{ } Board.

{ } Superintendent.

{ } Business Manager.

{ } Federal Programs Coordinator.

{ } school solicitor.

Contract/Price Analysis

The district performs a cost or price analysis in connection with every procurement action in excess of $150,000, including contract modifications. (2 CFR Sec. 200.323(a)).

A **cost analysis** generally means evaluating the separate cost elements that make up the total price, while a **price analysis** means evaluating the total price, without looking at the individual cost elements.

The method and degree of analysis is dependent on the facts surrounding the particular procurement situation; however, the

{ } Superintendent

{ } Business Manager

{ } Federal Programs Coordinator

must come to an independent estimate prior to receiving bids or proposals. (2 CFR Sec. 200.323(a)). As part of the analysis, the _____ will enact established business practices which may include evaluation of similar prior procurements and a review process.

Negotiated Profit

In any procurement in which there has been no price competition, or in which a cost-analysis is performed, profit must be negotiated separately as an element of price. Accordingly, solicitations

of bids, proposals or quotes shall require that bids, proposals or quotes be limited to costs other than profit, and exclude profit.
To establish a fair and reasonable profit, consideration is given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work. (2 CFR Sec. 200.323(b)).

When profit must be negotiated as a separate element of the total price, it shall be negotiated by the

{ } Superintendent

{ } Business Manager

{ } Federal Programs Coordinator

Noncompetitive Proposals (Sole Sourcing)

Procurement by noncompetitive proposals means procurement through solicitation of a proposal from only one (1) source and may be used only when one or more of the following circumstances apply:

1. The item is available only from a single source.

2. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation. An **emergency** exists whenever the time required for the Board to act in accordance with regular procedures would endanger life or property or threaten continuance of existing school classes.

3. The federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the district.

4. After solicitation of a number of sources, the district determines the competition is inadequate.

In addition to standard procurement policy and procedures, the district will document the grounds for using the noncompetitive method in lieu of an otherwise required competitive method of procurement, which may include written confirmation from the contractor as the sole source of the item. Documentation must be submitted to and maintained by the Business Office.

All noncompetitive proposals will ultimately be approved by the Board. The district may utilize legal advice from the solicitor regarding noncompetitive proposals.

Profit must be negotiated separately for noncompetitive proposals, and a cost or price analysis will also be performed for noncompetitive proposals when the price exceeds $150,000.

Purchase Cards

The district approves the use of procurement cards for permissible purchases by designated employees to improve the efficiency of purchasing activities, reduce processing expenses, improve controls for small-dollar purchases, and streamline contractor payment.

Procurement cards may be used for purchases under federal programs. The use of procurement cards is governed by Board policy 625 Procurement Cards and established administrative regulations. (Pol. 625)

Full and Open Competition

All procurement transactions must be conducted in a manner providing full and open competition consistent with 2 CFR Sec. 200.319. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:

1. Placing unreasonable requirements on firms in order for them to qualify to do business.

2. Requiring unnecessary experience and excessive bonding.

3. Noncompetitive pricing practices between firms or between affiliated companies.

4. Noncompetitive contracts to consultants that are on retainer contracts.

5. Organizational conflicts of interest.

6. Specifying only a "brand name" product instead of allowing "an equal" product to be offered and describing the performance or other relevant requirements of the procurement.

7. Any arbitrary action in the procurement process.

Minority Businesses, Women's Business Enterprises, Labor Surplus Area Firms

The district must take necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. Affirmative steps must include: (2 CFR Sec. 200.321)

1. Placing qualified small and minority business and women's business enterprises on solicitation lists.

2. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources.

3. Dividing total purchasing requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority business and women's business enterprises.

4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses and women's business enterprises.

5. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

6. Requiring the prime contractor, if subcontracts are let, to take the affirmative steps listed above.

Geographical Preferences Prohibited

The district must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable federal statutes expressly mandate or encourage geographic preference. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

[See Food Service Program Notes below for permissibility of geographic preferences and "Buy American" practices in purchasing certain food products]

Prequalified Lists

The district must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the district must not preclude potential bidders from qualifying during the solicitation period.

[**See Food Service Program Notes below for reference to state requirements regarding contracts with food service management companies and contractors of pre-plated meals.]**

Solicitation Language

The district must ensure that all solicitations incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to

be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible.
When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a "brand name or equivalent" description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.

Avoiding Acquisition of Unnecessary or Duplicative Items

The district must avoid the acquisition of unnecessary or duplicative items. Additionally, consideration must be given to consolidating or breaking out procurements to obtain a more economical purchase; and, where appropriate, an analysis must be made of leases versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

These considerations are given as part of the process to determine the allowability of each purchase made with federal funds. Such considerations are accessible in the procedure attached to Policy 626: Allowability of Costs – Federal Programs.

Use of Intergovernmental Agreements and Cooperative Purchasing

To foster greater economy and efficiency, the district enters into state and local intergovernmental agreements where appropriate for cooperative purchasing or use of common or shared goods and services, as permitted by the Intergovernmental Cooperation Act, the School Code and the Commonwealth Procurement Code. (Pol. 613; 53 Pa. C.S. Ch. 23; 24 P.S. 521; 62 Pa. C.S. Ch. 19)

When procuring supplies or services for federally funded purposes to which the Uniform Grant Guidance applies, the district shall verify that the organization conducting the procurement pursuant to such agreements complies with the applicable procurement methods, requirements and standards of the Uniform Grant Guidance as outlined in this procedure.

Use of Federal Excess and Surplus Property

The district considers the use of federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.

Debarment and Suspension

The district awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be

given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

[See Food Service Program Notes below for reference to state requirements regarding contracts with food service management companies and contractors of pre-plated meals.]

The district may not subcontract with or award subgrants to any person or company who is debarred or suspended. For all contracts over $25,000 the district verifies that the contractor with whom the district intends to do business is not excluded or disqualified. (2 CFR Part 200, Appendix II, and 2 CFR Sec. 180.220 and 180.300).

All successful contractors must provide written certification that they have not been suspended or debarred from federal projects. The

{ } Business Manager

{ } Federal Programs Coordinator

will be responsible for verification. Such verification may include accessing the online federal System for Award Management (SAM) to determine whether any relevant party is subject to any suspension or debarment restrictions.

Maintenance of Procurement Records

The district must maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.

Maintenance of records of procurement will be governed by Board policy 800 Records Management and the district's established records retention schedule. (Pol. 800)

Time and Materials Contracts

The district may use a time and materials type contract only: (1) after a determination that no other contract is suitable; and (2) if the contract includes a ceiling price that the contractor exceeds at its own risk. **Time and materials type contract** means a contract whose cost to the district is the sum of: the actual costs of materials, and direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the district must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

Settlements of Issues Arising Out of Procurements

The district alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the district of any contractual responsibilities under its contracts. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

Protest Procedures to Resolve Dispute

The district maintains protest procedures to handle and resolve disputes relating to procurements and, in all instances, discloses information regarding the protest to the awarding agency. Protest procedures will be acted on in accordance with current state law and regulations, established district administrative regulations and the advice of the solicitor. (Pol. 610)

Food Service Program Notes:

Exemption from Bidding for Perishable Food Items -

The School Code exempts purchases of perishable food items from bidding requirements. Bidding for perishable food items is required only if the cost would be at or over the federal threshold at which formal competitive bidding is required ($150,000). Small purchase procedures may be used for purchases below $150,000, or micro-purchase procedures for purchases below $3,500. Use of bidding should be considered as an option if it is feasible and likely to result in cost savings.(24 P.S. Sec. 504(d))

Geographic Preferences -

The district is permitted to apply a geographic preference when procuring unprocessed locally grown or locally raised agricultural products. When a geographic preference is applied, the district has discretion to determine the local area to which the geographic preference option will be applied.

Unprocessed locally grown or locally raised agricultural products means only those agricultural products that retain their inherent character. The effects of the following food handling and preservation techniques shall not be considered as changing an agricultural product into a product of a different kind or character: cooling; refrigerating; freezing; size adjustment made by peeling, slicing, dicing, cutting, chopping, shucking, and grinding; forming ground products into patties without any additives or fillers; drying/dehydration; washing; packaging (such as placing eggs in cartons), vacuum packing and bagging (such as placing vegetables in bags or combining two (2) or more types of vegetables or fruits in a single package); the addition of ascorbic acid or other preservatives to prevent oxidation of produce; butchering livestock and poultry; cleaning fish; and the pasteurization of milk. (7 CFR Sec. 210.21, 215.14a, 220.16)

Buy American -

The district shall purchase, to the maximum extent practicable, domestic commodities or products for food service purposes. The term **domestic commodity or product** means: (7 CFR Sec. 210.21, 220.16)

1. An agricultural commodity that is produced in the United States; and

2. A food product that is processed in the United States substantially using agricultural commodities that are produced in the United States.

Mandatory Contract Clauses -

The following provisions shall be included in all cost reimbursable contracts for food services purchases, including contracts with cost reimbursable provisions, and in solicitation documents prepared to obtain offers for such contracts: (7 CFR Sec. 210.21, 215.14a, 220.16)

1. Allowable costs will be paid from the nonprofit school food service account to the contractor net of all discounts, rebates and other applicable credits accruing to or received by the contractor or any assignee under the contract, to the extent those credits are allocable to the allowable portion of the costs billed to the school food authority;

2. (a) The contractor must separately identify for each cost submitted for payment to the school food authority the amount of that cost that is allowable (can be paid from the nonprofit school food service account) and the amount that is unallowable (cannot be paid from the nonprofit school food service account); or

   (b) The contractor must exclude all unallowable costs from its billing documents and certify that only allowable costs are submitted for payment and records have been established that maintain the visibility of unallowable costs, including directly associated costs in a manner suitable for contract cost determination and verification;

3. The contractor's determination of its allowable costs must be made in compliance with the applicable departmental and program regulations and Office of Management and

Budget cost circulars;

4. The contractor must identify the amount of each discount, rebate and other applicable credit on bills and invoices presented to the school food authority for payment and individually identify the amount as a discount, rebate, or in the case of other applicable credits, the nature of the credit. If approved by the state agency, the school food authority may permit the contractor to report this information on a less frequent basis than monthly, but no less frequently than annually;

5. The contractor must identify the method by which it will report discounts, rebates and other applicable credits allocable to the contract that are not reported prior to conclusion of the contract; and

6. The contractor must maintain documentation of costs and discounts, rebates and other applicable credits, and must furnish such documentation upon request to the school food authority, the state agency, or the department.

Contracts with Food Service Management Companies -

Procedures for selecting and contracting with a food service management company (FSMC) shall comply with guidance provided by the Pennsylvania Department of Education, Division of Food and Nutrition, including standard forms, procedures and timelines for solicitation, selection and approval of proposals and contracts. (7 CFR Sec. 210.16, 210.19, 210.21, 215.14a, 220.16)

Pre-Plated Meals -

Procedures for selecting and contracting with contractors of pre-plated meals shall comply with guidance provided by the Pennsylvania Department of Education, Division of Food and Nutrition, including standard forms, procedures and timelines for solicitation, selection and approval of proposals and contracts. (7 CFR Sec. 210.16, 210.19, 210.21, 220.16)

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NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	700 Property
Title	Previous 704 Maintenance
Code	704
Status	
Adopted	December 2, 2004

~~Purpose~~

~~Adequate maintenance of buildings, property and equipment is essential to fiscal responsibility and efficient management of district facilities.~~

~~Authority~~

~~The Board directs that a continuous program of inspection and maintenance of all district buildings, property and equipment be established and implemented. Wherever possible, maintenance shall be preventive.[1]~~

~~Delegation of Responsibility~~

~~The Superintendent or designee shall develop and supervise a maintenance program which shall include:~~

1. ~~Regular program of facilities repair and conditioning.~~
2. ~~Critical spare parts inventory.~~
3. ~~Equipment replacement program.~~
4. ~~Long-range plans for building modernization and conditioning.~~

~~The Superintendent or designee shall develop guidelines necessary for the maintenance, repair and improvement of physical facilities.~~

~~Each building principal, in conjunction with the building maintenance employee, shall conduct a physical inspection of the building on a periodic basis and return a written report to the Superintendent or designee as to the findings of that inspection.~~

~~The Superintendent shall report as needed to the Board regarding the current maintenance and improvement program.~~

Legal 1. 24 P.S. 701

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	700 Property
Title	Maintenance
Code	704 Vol IV 2018
Status	First Reading
Last Revised	February 2, 2004

Purpose

Adequate maintenance of buildings, property and equipment is essential to fiscal responsibility and efficient management of district facilities.

Authority

The Board directs that a continuous program of inspection and maintenance of all district buildings, property and equipment be established and implemented. Wherever possible, maintenance shall be preventive.[1]**[2]**[3]

Delegation of Responsibility

The Superintendent or designee shall develop and supervise a maintenance program which shall include:

Regular program of maintenance, repair and improvement of buildings and facilities.

Critical spare parts inventory.

Equipment replacement program.

Long-range plans for building modernization and conditioning.

The Superintendent or designee shall develop a maintenance check list applicable to all district buildings.

Each building principal, in conjunction with the building maintenance employee, shall conduct a physical inspection of the building on a periodic
basis and return a written report to the Superintendent or designee as to the findings of that inspection.

The Superintendent shall report periodically to the Board regarding the current maintenance and improvement program and projected maintenance needs that include cost analysis.

Legal

1. 24 P.S. 701
2. 24 P.S. 742
3. 24 P.S. 772

25 PA Code 171.1 et seq

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	700 Property
Title	Use of School Facilities
Code	707
Status	Active
Adopted	December 2, 2004
Last Revised	October 23, 2012

Purpose

The Board recognizes that although the primary purpose of the school buildings, facilities and property is to provide students with an appropriate learning environment, the Board is interested in making its facilities available for community purposes that serve the education mission of the district and promote the notion of the district being a focal point for community spirit.

Authority

The Board will grant the use of the school facilities to an individual or community group after approval of their application by the Superintendent or his/her designee. The Superintendent is authorized to implement reasonable procedures that are not included in this policy in order to receive, review, and issue a ruling on applications to use the school district's facilities.

Delegation of Responsibility

The Northern Bedford County School Board assigns to the Superintendent or the Superintendent's designee the responsibility for implementing the provisions and requirements set forth in this policy. This includes: (1) providing the pertinent information regarding the request by an applicant and advising the applicant of time requirements for filing an application, (2) receiving and reviewing the application, (3) approving or disapproving the application for noncompliance with provisions stated in this policy, (4) collecting the required fees, (5) securing written verification of liability insurance coverage required by this policy from the applicant, (6) arranging for the proper school staff to be present during the event, and (7) enforcing any other requirements that are specified in this policy.

If a request for facility usage is not approved by the Superintendent or the Superintendent's designee and the applicant is not satisfied with the reason for rejection, the applicant may request that the Board review the request. The Board may sustain the Superintendent's decision or permit the event to occur. The Board's decision shall be final.

Guidelines

Guidelines Applying to All School District Facilities

School facilities will be made available to the community according to the following guidelines:

1. All extra-school use of school facilities must be scheduled in a manner which does not conflict in any way with the curricular and co-curricular activities of the school.

2. Use of school facilities will not be permitted for commercial purposes or for functions conducted for profit. Charging of admission fees is strictly prohibited. School buildings shall not be used for parties or celebrations which are essentially private in nature. This exclusion includes birthday, anniversary, weddings, and other similar parties. Local government entities will be permitted to use school facilities for purposes of public informational meetings free of charge, but must follow procedures to negotiate a written, signed agreement.

3. The using group or the individual is expected to negotiate a written, signed agreement which obligates the group or the individual to be financially responsible for any damages to district property related to the group or individual's use of the facilities and for any liability action taken as a result of the activity. The group or the individual will be required to post evidence of insurance against damage or liability from the use of school facilities. Except in the case of an individual, an agreement form shall be signed by two (2) representatives of the using group which makes them or their organization responsible for the provisions of the agreement. The district shall not be liable for any negligent acts by an organization or person associated with that organization.[1]

4. Rental will be charged for the facility according to the schedule of fees approved by the Board. Payment shall become due upon receipt of billing from the district office and shall be paid within thirty (30) days of the dated invoice. Late payment fees will be charged if not paid in a timely manner.

5. Facilities shall be engaged through the Superintendent or the Superintendent's designee. Athletic facilities shall be engaged through the office of the Superintendent or the Superintendent's designee. Reservations should be made at least one (1) month in advance. The Superintendent or the Superintendent's designee may deny the use of the facility if the activity is inconsistent with the provisions of this policy or the request is too late to be reasonably accommodated.

6. One (1) or more custodians shall be required to be on duty during the time of setup for the activity, during the time of the activity, and for clean-up following the activity. Additionally, school personnel may be required to supervise the management of traffic on school grounds. Custodial time shall be billed at an hourly rate to the user.

7. The district may require the employment of security officers for functions involving its facilities. Those officers will be engaged by the district and will be billed to the user.

8. At least one (1) food service employee must be on duty during the entire time a kitchen is used. The employee's time will be billed at an hourly rate established by the Board. Only food service employees are allowed to operate kitchen equipment. The kitchen area will be locked unless a food service employee has been contracted for the event. Food service time shall be billed by the Food Service Department within two (2) weeks of activity and paid directly to the Food Service Department.

9. Responsible groups may be granted the use of classrooms or other reasonable facilities in the evening without charge for purposes which promote educational and/or community interests.

10. The use of school facilities can only be scheduled between the hours of 1 PM and 5 PM on Sundays.

Prohibited Activities –

The following activities are strictly prohibited in school facilities and on school grounds when individuals and community groups are granted written permission to use said school facilities and/or grounds:[2]

1. Possession, use, or distribution of illegal drugs and/or alcoholic beverages.

2. Possession of weapons.

3. Conduct that would alter, damage, or be injurious to any district property, equipment, or furnishings.

4. Conduct that would constitute a violation of the Pennsylvania Crimes Code, and/or local, state, or federal laws and regulations.

5. Gambling, games of chance, lotteries, raffles, or other activities requiring a license under the Local Option Small Games of Chance Act, unless such activity has been expressly authorized by the Board or administration.[3][4]

6. Use of tobacco products.[5][6][7]

Guidelines Applying to Outdoor Facilities

Provisions For The Use Of School Grounds –

The Board is interested in making its school grounds and other outdoor facilities available for community purposes that serve the educational mission of the district and promote the notion of the district being a focal point for community spirit. Citizens must realize, however, that school property is not public property, and is subject to reasonable regulations of the Board. The recreational facilities of the district are available to district residents according to the following guidelines:

1. The facilities of the district set aside as playground shall be freely available to the use of district residents, except during school hours, unless otherwise posted or arranged by school officials.

2. Athletic facilities shall be engaged through the Superintendent or the Superintendent's designee.

3. The playing fields and other outdoor facilities of the district shall be reserved for the scheduled use of the district's athletic teams. The emergency use of the grounds for school purposes preempts any other reservations granted for nonschool use.

4. The use of the playing fields or other outdoor facilities of the district by an organized group must be scheduled and approved by the offices of the Athletic Director or the Athletics Administrator. Use may be approved or denied based upon the condition of the field or facility, the wear and tear to which the field or facility will be subjected, the need for recovery time before the next use by the district's program, the time of the activity, or the nature of the activity. The district has the authority to discontinue the use of the field or facility at any time that excessive damage comes into evidence. The Athletic Director or any school administrator may deny the use of a field when the playing surfaces are too wet or soft or when use could reasonably unduly damage the surface.

5. Groups requesting the use of the playing fields or other facilities will be charged for their use based on the cost to the district, i.e., electricity for lighting on Panther Community Stadium, and may be required to negotiate an agreement accepting responsibility for damage to the field and to pay for its restoration to pre-use condition.

6. Groups using the fields or other facilities shall be responsible for leaving all school equipment as it was found and to remove all litter from the facilities. Groups may not remove or move school property such as portable backstops, pitchers' mounds, home plates, benches, bleachers, base pegs, etc. without permission.

7. School fields may be open to the community when not being used by high school, middle school, or elementary school programs for games, practices, or activities, subject to the

restrictions and guidelines contained in this policy.

8. Driving or parking vehicles on non-paved surfaces, and the use of vulgar, obscene, or abusive language are prohibited. Violators may be restricted from school property and may be prosecuted under law.

9. The fields at Northern Bedford County High School and Northern Bedford County Elementary School will not be open to the public during Baccalaureate or Commencement.

10. It is the sole responsibility of all organizations using district facilities and grounds to ensure proper documentation, including clearances if applicable to the organization, on all individuals associated with the organization. This includes coaches or individuals with supervisory authority associated with AYSO, Panther Youth Football Association, Little League, or other organizations. The district shall not be responsible for monitoring the organizations to ensure proper documentation.

Violations –

The school district reserves the right to remove from school district premises any individual or community group who fails to comply with the terms and conditions of this policy and established procedures.[2]

In the event an individual or community group violates this policy or the terms under which permission was granted to use school facilities and/or grounds, that individual or community group forfeits the right to submit future written requests to use school district property, unless otherwise decided by the Board.

Legal

1. 24 P.S. 775
2. 24 P.S. 511
24 P.S. 779
22 PA Code 403.1
61 PA Code 901.1
20 U.S.C. 7905
3. 10 P.S. 328.101 et seq
4. 61 PA Code 901.701
5. 35 P.S. 1223.5
6. 20 U.S.C. 7182
7. 20 U.S.C. 7183
20 U.S.C. 7181 et seq
Pol. 000

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	700 Property
Title	Use of School Facilities
Code	707
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019
Prior Revised Dates	10/23/2012

Purpose

The Board recognizes that although the primary purpose of the school buildings, facilities and property is to provide students with an appropriate learning environment, the Board is interested in making its facilities available for community purposes that serve the education mission of the district and promote the notion of the district being a focal point for community spirit.

Authority

The Board will grant the use of the school facilities to an individual or community group after approval of their application by the Superintendent or his/her designee. The Superintendent is authorized to implement reasonable procedures that are not included in this policy in order to receive, review, and issue a ruling on applications to use the school district's facilities.

Delegation of Responsibility

The Northern Bedford County School Board assigns to the Superintendent or the Superintendent's designee the responsibility for implementing the provisions and requirements set forth in this policy. This includes: (1) providing the pertinent information regarding the request by an applicant and advising the applicant of time requirements for filing an application, (2) receiving and reviewing the application, (3) approving or disapproving the application for noncompliance with provisions stated in this policy, (4) collecting the required fees, (5) securing written verification of liability insurance coverage required by this policy from the applicant, (6) arranging for the proper school staff to be present during the event, and (7) enforcing any other requirements that are specified in this policy.

If a request for facility usage is not approved by the Superintendent or the Superintendent's designee and the applicant is not satisfied with the reason for rejection, the applicant may request that the Board review the request. The Board may sustain the Superintendent's decision or permit the event to occur. The Board's decision shall be final.

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3. The using group or the individual is expected to negotiate a written, signed agreement which obligates the group or the individual to be financially responsible for any damages to district property related to the group or individual's use of the facilities and for any liability action taken as a result of the activity. The group or the individual will be required to post evidence of insurance against damage or liability from the use of school facilities. Except in the case of an individual, an agreement form shall be signed by two (2) representatives of the using group which makes them or their organization responsible for the provisions of the agreement. The district shall not be liable for any negligent acts by an organization or person associated with that organization.[1]

4. Rental will be charged for the facility according to the schedule of fees approved by the Board. Payment shall become due upon receipt of billing from the district office and shall be paid within thirty (30) days of the dated invoice. Late payment fees will be charged if not paid in a timely manner.

5. Facilities shall be engaged through the Superintendent or the Superintendent's designee. Athletic facilities shall be engaged through the office of the Superintendent or the Superintendent's designee. Reservations should be made at least one (1) month in advance. The Superintendent or the Superintendent's designee may deny the use of the facility if the activity is inconsistent with the provisions of this policy or the request is too late to be reasonably accommodated.

6. One (1) or more custodians shall be required to be on duty during the time of setup for the activity, during the time of the activity, and for clean-up following the activity. Additionally, school personnel may be required to supervise the management of traffic on school grounds. Custodial time shall be billed at an hourly rate to the user.

7. The district may require the employment of security officers for functions involving its facilities. Those officers will be engaged by the district and will be billed to the user.

8. At least one (1) food service employee must be on duty during the entire time a kitchen is used. The employee's time will be billed at an hourly rate established by the Board. Only food service employees are allowed to operate kitchen equipment. The kitchen area will be locked unless a food service employee has been contracted for the event. Food service time shall be billed by the Food Service Department within two (2) weeks of activity and paid directly to the Food Service Department.

9. Responsible groups may be granted the use of classrooms or other reasonable facilities in the evening without charge for purposes which promote educational and/or community interests.

10. The use of school facilities can only be scheduled between the hours of 1 PM and 5 PM on Sundays.

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2. Possession of weapons.

3. Conduct that would alter, damage, or be injurious to any district property, equipment, or furnishings.

4. Conduct that would constitute a violation of the Pennsylvania Crimes Code, and/or local, state, or federal laws and regulations.

5. Gambling, games of chance, lotteries, raffles, or other activities requiring a license under the Local Option Small Games of Chance Act, unless such activity has been expressly authorized by the Board or administration.[3][4]

6. Use of tobacco**/nicotine and nicotine delivery** products. **This policy does not prohibit the use of a nicotine patch, gum or lozenge as a smoking cessation product by adults using the school facilities.**[5][6][7]

Guidelines Applying to Outdoor Facilities

Provisions For The Use Of School Grounds –

The Board is interested in making its school grounds and other outdoor facilities available for community purposes that serve the educational mission of the district and promote the notion of the district being a focal point for community spirit. Citizens must realize, however, that school property is not public property, and is subject to reasonable regulations of the Board. The recreational facilities of the district are available to district residents according to the following guidelines:

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3. The playing fields and other outdoor facilities of the district shall be reserved for the scheduled use of the district’s athletic teams. The emergency use of the grounds for school purposes preempts any other reservations granted for nonschool use.

4. The use of the playing fields or other outdoor facilities of the district by an organized group must be scheduled and approved by the offices of the Athletic Director or the Athletics Administrator. Use may be approved or denied based upon the condition of the field or facility, the wear and tear to which the field or facility will be subjected, the need for recovery time before the next use by the district’s program, the time of the activity, or the nature of the activity. The district has the authority to discontinue the use of the field or facility at any time that excessive damage comes into evidence. The Athletic Director or any school administrator may deny the use of a field when the playing surfaces are too wet or soft or when use could reasonably unduly damage the surface.

5. Groups requesting the use of the playing fields or other facilities will be charged for their use based on the cost to the district, i.e., electricity for lighting on Panther Community Stadium, and may be required to negotiate an agreement accepting responsibility for damage to the field and to pay for its restoration to pre-use condition.

6. Groups using the fields or other facilities shall be responsible for leaving all school equipment as it was found and to remove all litter from the facilities. Groups may not remove or move school property such as portable backstops, pitchers' mounds, home plates, benches, bleachers, base pegs, etc. without permission.

7. School fields may be open to the community when not being used by high school, middle school, or elementary school programs for games, practices, or activities, subject to the restrictions and guidelines contained in this policy.

8. Driving or parking vehicles on non-paved surfaces, and the use of vulgar, obscene, or abusive language are prohibited. Violators may be restricted from school property and may be prosecuted under law.

9. The fields at Northern Bedford County High School and Northern Bedford County Elementary School will not be open to the public during Baccalaureate or Commencement.

10. It is the sole responsibility of all organizations using district facilities and grounds to ensure proper documentation, including clearances if applicable to the organization, on all individuals associated with the organization. This includes coaches or individuals with supervisory authority associated with AYSO, Panther Youth Football Association, Little League, or other organizations. The district shall not be responsible for monitoring the organizations to ensure proper documentation.

Violations –

The school district reserves the right to remove from school district premises any individual or community group who fails to comply with the terms and conditions of this policy and established procedures.[2]

In the event an individual or community group violates this policy or the terms under which permission was granted to use school facilities and/or grounds, that individual or community group forfeits the right to submit future written requests to use school district property, unless otherwise decided by the Board.

Legal

1. 24 P.S. 775
2. 24 P.S. 511
24 P.S. 779
22 PA Code 403.1
61 PA Code 901.1
20 U.S.C. 7905
3. 10 P.S. 328.101 et seq
4. 61 PA Code 901.701
5. 35 P.S. 1223.5
6. 20 U.S.C. 7182
7. 20 U.S.C. 7183
20 U.S.C. 7181 et seq
Pol. 000

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	800 Operations
Title	Copy of Child Abuse
Code	806
Status	
Adopted	December 2, 2004
Last Revised	March 8, 2016

~~Authority~~

~~The Board requires district employees, independent contractors and volunteers to comply with identification and reporting requirements for suspected child abuse, as well as the training requirement for recognition and reporting of child abuse in order to comply with the Child Protective Services Law and the School Code.[1][2][3][39][4]~~

~~Definitions~~

~~The following words and phrases, when used in this policy, shall have the meaning given to them in this section:~~

~~**Adult** - an individual eighteen (18) years of age or older.[5]~~

~~**Bodily injury** - impairment of physical condition or substantial pain.[5]~~

~~**Certifications** - refers to the child abuse history clearance statement and state and federal criminal history background checks required by the Child Protective Services Law and/or the School Code.[6][7]~~

~~**Child** - an individual under eighteen (18) years of age.[5]~~

~~**Child abuse** - intentionally, knowingly or recklessly doing any of the following:[5]~~

1. ~~Causing bodily injury to a child through any recent act or failure to act.~~
2. ~~Fabricating, feigning or intentionally exaggerating or inducing a medical symptom or disease which results in a potentially harmful medical evaluation or treatment to the child through any recent act.~~
3. ~~Causing or substantially contributing to serious mental injury to a child through any act or failure to act or a series of such acts or failures to act.~~
4. ~~Causing sexual abuse or exploitation of a child through any act or failure to act.~~
5. ~~Creating a reasonable likelihood of bodily injury to a child through any recent act or failure to act.~~

6. ~~Creating a likelihood of sexual abuse or exploitation of a child through any recent act or failure to act.~~

7. ~~Causing serious physical neglect of a child.~~

8. ~~Engaging in any of the following recent acts:~~

    a. ~~Kicking, biting, throwing, burning, stabbing or cutting a child in a manner that endangers the child.~~

    b. ~~Unreasonably restraining or confining a child, based on consideration of the method, location or the duration of the restraint or confinement.~~

    c. ~~Forcefully shaking a child under one (1) year of age.~~

    d. ~~Forcefully slapping or otherwise striking a child under one (1) year of age.~~

    e. ~~Interfering with the breathing of a child.~~

    f. ~~Causing a child to be present during the operation of methamphetamine laboratory, provided that the violation is being investigated by law enforcement.~~[8]

    g. ~~Leaving a child unsupervised with an individual, other than the child's parent, who the actor knows or reasonably should have known was required to register as a Tier II or Tier III sexual offender or has been determined to be a sexually violent predator or sexually violent delinquent.~~[9][10]

9. ~~Causing the death of the child through any act or failure to act.~~

~~The term **child abuse** does not include physical contact with a child that is involved in normal participation in physical education, athletic, extracurricular or recreational activities. Also excluded from the meaning of the term **child abuse** is the use of reasonable force by a person responsible for the welfare of a child for purposes of supervision, control or safety, provided that the use of force:~~

1. ~~Constitutes incidental, minor or reasonable physical contact in order to maintain order and control;~~

2. ~~Is necessary to quell a disturbance or remove a child from the scene of a disturbance that threatens property damage or injury to persons;~~

3. ~~Is necessary for self-defense or defense of another;~~

4. ~~Is necessary to prevent the child from self-inflicted physical harm; or~~

5. ~~Is necessary to gain possession of weapons, controlled substances or other dangerous objects that are on the person of the child or in the child's control.~~

~~**Direct contact with children** - the possibility of care, supervision, guidance or control of children or routine interaction with children.~~[1]

~~**Independent contractor** - an individual other than a school employee who provides a program, activity or service who is otherwise responsible for the care, supervision, guidance or control of children pursuant to a contract. The term does not apply to administrative or other support personnel unless the administrative or other support personnel have direct contact with children.~~[5][11]

~~**Perpetrator** - a person who has committed child abuse and is a parent/guardian of the child; a spouse or former spouse of the child's parent/guardian; a paramour or former paramour of the child's parent/guardian; an individual fourteen (14) years of age or older who is responsible for the child's welfare or who has direct contact with children as an employee of child care services, a school~~

~~or through a program activity or service; an individual fourteen (14) years of age or older who resides in the same home as the child; or an adult who does not reside in the same home as the child but is related within the third degree of consanguinity or affinity by birth or adoption to the child. Only the following may be considered a perpetrator solely based upon a failure to act: a parent/guardian of the child; a spouse or former spouse of the child's parent/guardian; a paramour or former paramour of the child's parent/guardian; an adult responsible for the child's welfare; or an adult who resides in the same home as the child.[5]~~

~~Person responsible for the child's welfare~~ ~~- a person who provides permanent or temporary care, supervision, mental health diagnosis or treatment, training or control of a child in lieu of parental care, supervision and control.[5]~~

~~Program, activity or service~~ ~~- any of the following in which children participate and which is sponsored by a school or a public or private organization:[5]~~

1. ~~A youth camp or program.~~
2. ~~A recreational camp or program.~~
3. ~~A sports or athletic program.~~
4. ~~A community or social outreach program.~~
5. ~~An enrichment or educational program.~~
6. ~~A troop, club or similar organization.~~

~~Recent act or failure to act~~ ~~- any act or failure to act committed within two (2) years of the date of the report to the Department of Human Services of the Commonwealth or county agency.[5]~~

~~Routine interaction~~ ~~- regular and repeated contact that is integral to a person's employment or volunteer responsibilities.[5]~~

~~School employee~~ ~~- an individual who is employed by a school or who provides a program, activity or service sponsored by a school. The term does not apply to administrative or other support personnel unless the administrative or other support personnel have direct contact with children.[5]~~

~~Serious mental injury~~ ~~- a psychological condition, as diagnosed by a physician or licensed psychologist, including the refusal of appropriate treatment, that:[5]~~

1. ~~Renders a child chronically and severely anxious, agitated, depressed, socially withdrawn, psychotic or in reasonable fear that the child's life or safety is threatened.~~
2. ~~Seriously interferes with a child's ability to accomplish age-appropriate developmental and social tasks.~~

~~Serious physical neglect~~ ~~- any of the following when committed by a perpetrator that endangers a child's life or health, threatens a child's well-being, causes bodily injury or impairs a child's health, development or functioning:[5]~~

1. ~~A repeated, prolonged or egregious failure to supervise a child in a manner that is appropriate considering the child's developmental age and abilities.~~
2. ~~The failure to provide a child with adequate essentials of life, including food, shelter or medical care.~~

~~Sexual abuse or exploitation~~ ~~- any of the following:[5]~~

1. ~~The employment, use, persuasion, inducement, enticement or coercion of a child to engage in or assist another individual to engage in sexually explicit conduct, which includes, but is not~~

limited to, the following:

a. Looking at the sexual or other intimate parts of a child or another individual for the purpose of arousing or gratifying sexual desire in any individual.

b. Participating in sexually explicit conversation either in person, by telephone, by computer or by a computer-aided device for the purpose of sexual stimulation or gratification of any individual.

c. Actual or simulated sexual activity or nudity for the purpose of sexual stimulation or gratification of any individual.

d. Actual or simulated sexual activity for the purpose of producing visual depiction, including photographing, videotaping, computer depicting or filming.

The conduct described above does not include consensual activities between a child who is fourteen (14) years of age or older and another person who is fourteen (14) years of age or older and whose age is within four (4) years of the child's age.

2. Any of the following offenses committed against a child: rape; statutory sexual assault; involuntary deviate sexual intercourse; sexual assault; institutional sexual assault; aggravated indecent assault; indecent assault; indecent exposure; incest; prostitution; sexual abuse; unlawful contact with a minor; or sexual exploitation.

Position Volunteer – an unpaid adult individual, who, on the basis of the individual's role as an integral part of a regularly scheduled program, activity or service is a person responsible for the child's welfare or has direct contact with children.[11]

Delegation of Responsibility

In accordance with Board policy, the Superintendent or designee shall:

1. Require each candidate for employment to submit an official child abuse clearance statement and state and federal criminal history background checks (certifications) as required by law.[6][7][12][40][41][42][43][44][45]

2. Require each applicant for transfer or reassignment to submit the required certifications unless the applicant is applying for a transfer from one position as a district employee to another position as a district employee of this district and the applicant's certifications are current.[16][17][18][46][47]

School employees and independent contractors shall obtain and submit new certifications every sixty (60) months.[17]

Certification requirements for volunteers are addressed separately in Board Policy 916.[19]

The Superintendent or designee shall annually inform students, parents/guardians, independent contractors, volunteers and staff regarding the contents of this Board policy.

The Superintendent or designee shall annually notify district staff, independent contractors, and volunteers of their responsibility for reporting child abuse in accordance with Board policy and administrative regulations.

Guidelines

Training

The school district, and independent contractors of the school district, shall provide their employees who have direct contact with children with mandatory training on child abuse recognition and reporting. The training shall include, but not be limited to, the following topics:[1][3][39][4]

1. Recognition of the signs of abuse and sexual misconduct and reporting requirements for suspected abuse and sexual misconduct.
2. Provisions of the Educator Discipline Act, including mandatory reporting requirements.[21][20]
3. District policy related to reporting of suspected abuse and sexual misconduct.
4. Maintenance of professional and appropriate relationships with students.

Employees are required to complete a minimum of three (3) hours of training every five (5) years.[1]

The district shall provide each position volunteer with training on child abuse recognition and reporting.

Duty to Report

School employees, independent contractors and volunteers shall make a report of suspected child abuse if they have reasonable cause to suspect that a child is the victim of child abuse under any of the following circumstances:[11]

1. The school employee, independent contractor or volunteer comes into contact with the child in the course of employment, occupation and the practice of a profession or through a regularly scheduled program, activity or service.
2. The school employee, independent contractor or volunteer is directly responsible for the care, supervision, guidance or training of the child.
3. A person makes a specific disclosure to a school employee, independent contractor or volunteer that an identifiable child is the victim of child abuse.
4. An individual fourteen (14) years of age or older makes a specific disclosure to a school employee, independent contractor or volunteer that s/he has committed child abuse.

A child is not required to come before the school employee, independent contractor or volunteer in order for that individual to make a report of suspected child abuse.[11]

A report of suspected child abuse does not require the identification of the person responsible for the child abuse.[11]

Any person who, in good faith, makes a report of suspected child abuse, regardless of whether the report is required, cooperates with an investigation, testifies in a proceeding, or engages in other action authorized by law shall have immunity from civil and criminal liability related to those actions.[23]

Any person required to report child abuse who willfully fails to do so may be subject to disciplinary action and criminal prosecution.[24]

Any person who intentionally or knowingly makes a false report of child abuse or intentionally or knowingly induces a child to make a false claim of child abuse may be subject to disciplinary action and criminal prosecution.[25]

Any person who engages in intimidation, retaliation, or obstruction in the making of a child abuse report or the conducting of an investigation into suspected child abuse may be subject to disciplinary action and criminal prosecution.[26]

The district shall not discriminate or retaliate against any person for making, in good faith, a report of suspected child abuse.[27]

Reporting Procedures

School employees, independent contractors or volunteers who suspect child abuse shall immediately make a written report of suspected child abuse using electronic technologies (www.compass.state.pa.us/cwis) or an oral report via the statewide toll-free telephone number (1-800-932-0313). A person making an initial oral report of suspected child abuse must also submit a written electronic report within forty-eight (48) hours after the oral report. Upon receipt of an electronic report, the electronic reporting system will automatically respond with a confirmation, providing the district with a written record of the report.[28][11][29]

A school employee, independent contractor or volunteer who makes a report of suspected child abuse shall immediately, after making the initial report, notify the school principal and if the initial report was made electronically, also provide the principal with a copy of the report confirmation. The school principal shall then immediately notify the Superintendent or designee that a child abuse report has been made and if the initial report was made electronically, also provide a copy of the report confirmation.[28][11][29]

When a report of suspected child abuse is made by a school employee, independent contractor or volunteer as required by law, the school district is not required to make more than one (1) report. An individual otherwise required to make a report who is aware that an initial report has already been made by a school employee, independent contractor or volunteer is not required to make an additional report. The person making an initial oral report is responsible for making the follow-up written electronic report within forty-eight (48) hours, and shall provide the school principal with a copy of the report confirmation promptly after the written electronic report has been filed. The principal shall in turn provide a copy of the report confirmation to the Superintendent or designee. [28][11][29]

When necessary to preserve potential evidence of suspected child abuse, a school employee may, after the initial report is made, take or cause to be taken photographs of the child who is the subject of the report. Any such photographs shall be sent to the county agency at the time the written report is sent or within forty-eight (48) hours after a report is made by electronic technologies or as soon thereafter as possible. The school principal shall be notified whenever such photographs are taken. [30]

If the Superintendent or designee reasonably suspects that conduct being reported involves an incident required to be reported under the Safe Schools Act, the Superintendent or designee shall inform local law enforcement, in accordance with applicable law, regulations and Board policy.[31] [32][33][34][35][36]

Investigation

The school principal shall facilitate the cooperation with the Department of Human Services of the Commonwealth or the county agency investigating a report of suspected child abuse, including permitting authorized personnel to interview the child while in attendance at school.[11][37]

Upon notification that an investigation involves suspected child abuse by a school employee, the principal shall immediately implement a plan of supervision or alternative arrangement that has been approved by the Superintendent for the school employee under investigation. The plan of supervision or alternative arrangement shall be submitted to the county agency for approval.[38]

Legal

1. 24 P.S. 1205.6
2. 23 Pa. C.S.A. 6301 et seq
3. Pol. 333
4. Pol. 818
5. 23 Pa. C.S.A. 6303
6. 24 P.S. 111
7. 23 Pa. C.S.A. 6311

7. 23 Pa. C.S.A. 6344

8. 18 Pa. C.S.A. 7508.2

9. 42 Pa. C.S.A. 9799.12

10. 42 Pa. C.S.A. 9799.24

11. 23 Pa. C.S.A. 6311

12. Pol. 302

16. 23 Pa. C.S.A. 6344.3

17. 23 Pa. C.S.A. 6344.4

18. Pol. 309

19. Pol. 916

21. 24 P.S. 2070.1a

23. 23 Pa. C.S.A. 6318

24. 23 Pa. C.S.A. 6319

25. 18 Pa. C.S.A. 4906.1

26. 18 Pa. C.S.A. 4958

27. 23 Pa. C.S.A. 6320

28. 23 Pa. C.S.A. 6305

29. 23 Pa. C.S.A. 6313

30. 23 Pa. C.S.A. 6314

31. 24 P.S. 1302.1-A

32. 24 P.S. 1303-A

33. 22 PA Code 10.2

34. 22 PA Code 10.21

35. 22 PA Code 10.22

36. Pol. 805.1

37. 23 Pa. C.S.A. 6346

38. 23 Pa. C.S.A. 6368

24 P.S. 1301-A et seq

22 PA Code 10.1 et seq

24 P.S. 1527

24 P.S. 2070.1a et seq

18 Pa. C.S.A. 4304

Pol. 317

39. Pol. 433

40. Pol. 303

41. Pol. 404

42. Pol. 405

43. Pol. 406

44. Pol. 504

45. Pol. 505

46. Pol. 409

47. Pol. 509

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	800 Operations
Title	Child Abuse
Code	806 Vol IV 2018
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019
Prior Revised Dates	03/08/2016

Authority

The Board requires district employees, independent contractors and volunteers to comply with identification and reporting requirements for suspected child abuse, as well as the training requirement for recognition and reporting of child abuse in order to comply with the Child Protective Services Law and the School Code.[1][2][3][4]

Definitions

The following words and phrases, when used in this policy, shall have the meaning given to them in this section:

Adult - an individual eighteen (18) years of age or older.[5]

Bodily injury - impairment of physical condition or substantial pain.[5]

Certifications - refers to the child abuse history clearance statement and state and federal criminal history background checks required by the Child Protective Services Law and/or the School Code.[6][7]

Child - an individual under eighteen (18) years of age.[5]

Child abuse - intentionally, knowingly or recklessly doing any of the following:[5]

1. Causing bodily injury to a child through any recent act or failure to act.
2. Fabricating, feigning or intentionally exaggerating or inducing a medical symptom or disease which results in a potentially harmful medical evaluation or treatment to the child through any recent act.
3. Causing or substantially contributing to serious mental injury to a child through any act or failure to act or a series of such acts or failures to act.
4. Causing sexual abuse or exploitation of a child through any act or failure to act.

5. Creating a reasonable likelihood of bodily injury to a child through any recent act or failure to act.

6. Creating a likelihood of sexual abuse or exploitation of a child through any recent act or failure to act.

7. Causing serious physical neglect of a child.

8. Engaging in any of the following recent acts:

    a. Kicking, biting, throwing, burning, stabbing or cutting a child in a manner that endangers the child.

    b. Unreasonably restraining or confining a child, based on consideration of the method, location or the duration of the restraint or confinement.

    c. Forcefully shaking a child under one (1) year of age.

    d. Forcefully slapping or otherwise striking a child under one (1) year of age.

    e. Interfering with the breathing of a child.

    f. Causing a child to be present during the operation of methamphetamine laboratory, provided that the violation is being investigated by law enforcement.[8]

    g. Leaving a child unsupervised with an individual, other than the child's parent, who the actor knows or reasonably should have known was required to register as a Tier II or Tier III sexual offender**,** has to register for life, or has been determined to be a sexually violent predator or sexually violent delinquent.[9][10][11][12]

9. Causing the death of the child through any act or failure to act.

10. Engaging a child in a severe form of trafficking in persons or sex trafficking, as those terms are defined in the law.[13]

The term child abuse does not include physical contact with a child that is involved in normal participation in physical education, athletic, extracurricular or recreational activities. Also excluded from the meaning of the term child abuse is the use of reasonable force by a person responsible for the welfare of a child for purposes of supervision, control or safety, provided that the use of force:

1. Constitutes incidental, minor or reasonable physical contact in order to maintain order and control;

2. Is necessary to quell a disturbance or remove a child from the scene of a disturbance that threatens property damage or injury to persons;

3. Is necessary for self-defense or defense of another;

4. Is necessary to prevent the child from self-inflicted physical harm; or

5. Is necessary to gain possession of weapons, controlled substances or other dangerous objects that are on the person of the child or in the child’s control.

Direct contact with children - the possibility of care, supervision, guidance or control of children or routine interaction with children.[1]

Independent contractor - an individual other than a school employee who provides a program, activity or service who is otherwise responsible for the care, supervision, guidance or control of children pursuant to a contract. The term does not apply to administrative or other support personnel unless the administrative or other support personnel have direct contact with children.[5][14]

Perpetrator - a person who has committed child abuse and is a parent/guardian of the child; a spouse or former spouse of the child's parent/guardian; a paramour or former paramour of the child's parent/guardian; an individual fourteen (14) years of age or older who is responsible for the child's welfare or who has direct contact with children as an employee of child-care services, a school or through a program activity or service; an individual fourteen (14) years of age or older who resides in the same home as the child; or an adult who does not reside in the same home as the child but is related within the third degree of consanguinity or affinity by birth or adoption to the child; or an adult who engages a child in severe forms of trafficking in persons or sex trafficking, as those terms are defined in the law. Only the following may be considered a perpetrator solely based upon a failure to act: a parent/guardian of the child; a spouse or former spouse of the child's parent/guardian; a paramour or former paramour of the child's parent/guardian; an adult responsible for the child's welfare; or an adult who resides in the same home as the child.[5]**[13]**

Person responsible for the child's welfare - a person who provides permanent or temporary care, supervision, mental health diagnosis or treatment, training or control of a child in lieu of parental care, supervision and control.[5]

Program, activity or service - any of the following in which children participate and which is sponsored by a school or a public or private organization:[5]

1. A youth camp or program.
2. A recreational camp or program.
3. A sports or athletic program.
4. A community or social outreach program.
5. An enrichment or educational program.
6. A troop, club or similar organization.

Recent act or failure to act - any act or failure to act committed within two (2) years of the date of the report to the Department of Human Services of the Commonwealth or county agency.[5]

Routine interaction - regular and repeated contact that is integral to a person's employment or volunteer responsibilities.[5]

School employee - an individual who is employed by a school or who provides a program, activity or service sponsored by a school. The term does not apply to administrative or other support personnel unless the administrative or other support personnel have direct contact with children.[5]

Serious mental injury - a psychological condition, as diagnosed by a physician or licensed psychologist, including the refusal of appropriate treatment, that:[5]

1. Renders a child chronically and severely anxious, agitated, depressed, socially withdrawn, psychotic or in reasonable fear that the child's life or safety is threatened.
2. Seriously interferes with a child's ability to accomplish age-appropriate developmental and social tasks.

Serious physical neglect - any of the following when committed by a perpetrator that endangers a child's life or health, threatens a child's well-being, causes bodily injury or impairs a child's health, development or functioning:[5]

1. A repeated, prolonged or egregious failure to supervise a child in a manner that is appropriate considering the child's developmental age and abilities.

2. The failure to provide a child with adequate essentials of life, including food, shelter or medical care.

Sexual abuse or exploitation - any of the following:[5]

1. The employment, use, persuasion, inducement, enticement or coercion of a child to engage in or assist another individual to engage in sexually explicit conduct, which includes, but is not limited to, the following:

    a. Looking at the sexual or other intimate parts of a child or another individual for the purpose of arousing or gratifying sexual desire in any individual.

    b. Participating in sexually explicit conversation either in person, by telephone, by computer or by a computer-aided device for the purpose of sexual stimulation or gratification of any individual.

    c. Actual or simulated sexual activity or nudity for the purpose of sexual stimulation or gratification of any individual.

    d. Actual or simulated sexual activity for the purpose of producing visual depiction, including photographing, videotaping, computer depicting or filming.

    The conduct described above does not include consensual activities between a child who is fourteen (14) years of age or older and another person who is fourteen (14) years of age or older and whose age is within four (4) years of the child's age.

2. Any of the following offenses committed against a child: rape; statutory sexual assault; involuntary deviate sexual intercourse; sexual assault; institutional sexual assault; aggravated indecent assault; indecent assault; indecent exposure; incest; prostitution; sexual abuse; unlawful contact with a minor; or sexual exploitation.

Student - an individual enrolled in a district school under eighteen (18) years of age.[5]

Volunteer - an unpaid adult individual, who, on the basis of the individual's role as an integral part of a regularly scheduled program, activity or service is a person responsible for the child's welfare or has direct contact with children.[14]

Delegation of Responsibility

The Superintendent or designee shall:

1. Require each candidate for employment to submit an official child abuse clearance statement and state and federal criminal history background checks (certifications) as required by law.[6][7][15][16][17][18]

2. Require each applicant for transfer or reassignment to submit the required certifications unless the applicant is applying for a transfer from one position as a district employee to another position as a district employee of this district and the applicant's certifications are current.[19][20][21]

School employees and independent contractors shall obtain and submit new certifications every sixty (60) months.[20]

Certification requirements for volunteers are addressed separately in Board Policy 916.[22]

The Superintendent or designee shall annually notify district staff, independent contractors, and volunteers of their responsibility for reporting child abuse in accordance with Board policy and administrative regulations.

The Superintendent or designee shall ensure that the poster, developed by the PA Department of Education, displaying the statewide toll-free telephone numbers for reporting suspected child abuse, neglect and school safety issues be posted in a high-traffic, public area of each school. The designated area shall be readily accessible and widely used by students.[23]

The Superintendent or designee shall annually inform students, parents/guardians, independent contractors, volunteers and staff regarding the contents of this Board policy.

Guidelines

Aiding and Abetting Sexual Abuse

School employees, acting in an official capacity for this district, are prohibited from assisting another school employee, contractor or agent in obtaining a new job if the school employee knows, or has probable cause to believe, that such school employee, contractor or agent engaged in sexual misconduct regarding a minor or student.[15][16][17][18][21][24][25][26][27]

This prohibition applies only to assistance that extends beyond performance of normal processing of personnel matters including routine transmission of files or other information. This prohibition shall not apply if:[25]

1. The relevant information has been properly reported to law enforcement officials and any other authority required by federal, state or local law and the matter has been officially closed or the prosecutor or law enforcement officials notified school officials that there is insufficient information to establish probable cause.

2. The school employee, contractor or agent has been acquitted or otherwise exonerated of the alleged misconduct.

3. The case or investigation remains open and no charges have been filed against, or indictment of, the school employee, contractor or agent within four (4) years of the date on which the information was reported to the law enforcement agency.

Training

The school district, and independent contractors of the school district, shall provide their employees who have direct contact with children with mandatory training on child abuse recognition and reporting. The training shall include, but not be limited to, the following topics:[1][3][4][26]

1. Recognition of the signs of abuse and sexual misconduct and reporting requirements for suspected abuse and sexual misconduct.

2. Provisions of the Educator Discipline Act, including mandatory reporting requirements.[26][28]

3. District policy related to reporting of suspected abuse and sexual misconduct.

4. Maintenance of professional and appropriate relationships with students.[27]

Employees are required to complete a minimum of three (3) hours of training every five (5) years.[1]

Duty to Report

School employees, independent contractors and volunteers shall make a report of suspected child abuse if they have reasonable cause to suspect that a child is the victim of child abuse under any of the following circumstances:[14]

1. The school employee, independent contractor or volunteer comes into contact with the child in the course of employment, occupation and the practice of a profession or through a regularly scheduled program, activity or service.

2. The school employee, independent contractor or volunteer is directly responsible for the care, supervision, guidance or training of the child.

3. A person makes a specific disclosure to a school employee, independent contractor or volunteer that an identifiable child is the victim of child abuse.

4. An individual fourteen (14) years of age or older makes a specific disclosure to a school employee, independent contractor or volunteer that s/he has committed child abuse.

A child is not required to come before the school employee, independent contractor or volunteer in order for that individual to make a report of suspected child abuse.[14]

A report of suspected child abuse does not require the identification of the person responsible for the child abuse.[14]

Any person who, in good faith, makes a report of suspected child abuse, regardless of whether the report is required, cooperates with an investigation, testifies in a proceeding, or engages in other action authorized by law shall have immunity from civil and criminal liability related to those actions.[29]

Any person required to report child abuse who willfully fails to do so may be subject to disciplinary action and criminal prosecution.[30]

Any person who intentionally or knowingly makes a false report of child abuse or intentionally or knowingly induces a child to make a false claim of child abuse may be subject to disciplinary action and criminal prosecution.[31]

Any person who engages in intimidation, retaliation, or obstruction in the making of a child abuse report or the conducting of an investigation into suspected child abuse may be subject to disciplinary action and criminal prosecution.[32]

The district shall not discriminate or retaliate against any person for making, in good faith, a report of suspected child abuse.[33]

Reporting Procedures

School employees, independent contractors or volunteers who suspect child abuse shall immediately make a written report of suspected child abuse using electronic technologies (www.compass.state.pa.us/cwis) or an oral report via the statewide toll-free telephone number (1-800-932-0313). A person making an initial oral report of suspected child abuse must also submit a written electronic report within forty-eight (48) hours after the oral report. Upon receipt of an electronic report, the electronic reporting system will automatically respond with a confirmation, providing the district with a written record of the report.[14][34][35]

A school employee, independent contractor or volunteer who makes a report of suspected child abuse shall immediately, after making the initial report, notify the building principal or administrator and if the initial report was made electronically, also provide the building principal or administrator with a copy of the report confirmation. The building principal or administrator shall then immediately notify the Superintendent or designee that a child abuse report has been made and if the initial report was made electronically, also provide a copy of the report confirmation.[14][34][35]

When a report of suspected child abuse is made by a school employee, independent contractor or volunteer as required by law, the school district is not required to make more than one (1) report. An individual otherwise required to make a report who is aware that an initial report has already been made by a school employee, independent contractor or volunteer is not required to make an additional report. The person making an initial oral report is responsible for making the follow-up written electronic report within forty-eight (48) hours, and shall provide the building principal or administrator with a copy of the report confirmation promptly after the written electronic report has

been filed. The building principal or administrator shall in turn provide a copy of the report confirmation to the Superintendent or designee.[14][34][35]

When necessary to preserve potential evidence of suspected child abuse, a school employee may, after the initial report is made, take or cause to be taken photographs of the child who is the subject of the report. Any such photographs shall be sent to the county agency at the time the written report is sent or within forty-eight (48) hours after a report is made by electronic technologies or as soon thereafter as possible. The building principal or administrator shall be notified whenever such photographs are taken.[36]

If the Superintendent or designee reasonably suspects that conduct being reported involves an incident required to be reported under the Safe Schools Act, the Superintendent or designee shall inform local law enforcement, in accordance with applicable law, regulations and Board policy.[37][38][39][40][41][42]

Investigation

The building principal or administrator shall facilitate the cooperation with the Department of Human Services of the Commonwealth or the county agency investigating a report of suspected child abuse, including permitting authorized personnel to interview the child while in attendance at school.[14][43]

Upon notification that an investigation involves suspected child abuse by a school employee, the building principal or administrator shall immediately implement a plan of supervision or alternative arrangement that has been approved by the Superintendent for the school employee under investigation. The plan of supervision or alternative arrangement shall be submitted to the county agency for approval.[44]

Legal

1. 24 P.S. 1205.6
2. 23 Pa. C.S.A. 6301 et seq
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9. 42 Pa. C.S.A. 9799.12
10. 42 Pa. C.S.A. 9799.24
11. 42 Pa. C.S.A. 9799.55
12. 42 Pa. C.S.A. 9799.58
13. 22 U.S.C. 7102
14. 23 Pa. C.S.A. 6311
15. Pol. 302
16. Pol. 304
17. Pol. 305
18. Pol. 306
19. 23 Pa. C.S.A. 6344.3
20. 23 Pa. C.S.A. 6344.4
21. Pol. 209

21. Pol. 309
22. Pol. 916
23. 23 Pa. C.S.A. 6332
24. 24 P.S. 111.1
25. 20 U.S.C. 7926
26. Pol. 317.1
27. Pol. 824
28. 24 P.S. 2070.1a
29. 23 Pa. C.S.A. 6318
30. 23 Pa. C.S.A. 6319
31. 18 Pa. C.S.A. 4906.1
32. 18 Pa. C.S.A. 4958
33. 23 Pa. C.S.A. 6320
34. 23 Pa. C.S.A. 6305
35. 23 Pa. C.S.A. 6313
36. 23 Pa. C.S.A. 6314
37. 24 P.S. 1302.1-A
38. 24 P.S. 1303-A
39. 22 PA Code 10.2
40. 22 PA Code 10.21
41. 22 PA Code 10.22
42. Pol. 805.1
43. 23 Pa. C.S.A. 6346
44. 23 Pa. C.S.A. 6368

24 P.S. 1301-A et seq

22 PA Code 10.1 et seq

24 P.S. 1527

24 P.S. 2070.1a et seq

18 Pa. C.S.A. 4304

Pol. 317

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	800 Operations
Title	Copy of Transportation
Code	810
Status	
Adopted	December 2, 2004
Last Revised	March 10, 2009

~~Purpose~~

~~Transportation for students shall be provided in accordance with law and Board policy.~~

~~Authority~~

~~The Board shall contract for school bus services for transportation of students to and from school at regularly scheduled hours and for field trips and extracurricular activities.[1][5][16][14][13]~~

~~The Board shall provide transportation for students living within the prescribed limits when walking conditions to the school are found to be hazardous by the Department of Transportation.[5]~~

~~The Board shall transport handicapped students without regard to distance or hazardous walking conditions.[6][7]~~

~~The Board shall transport eligible resident students who are enrolled in nonpublic schools within the distance prescribed by law.[1]~~

~~A school bus driver shall not be employed until s/he has complied with the mandatory background check requirements for criminal history and child abuse and the contractor has evaluated the results of that screening process.[8][9][10]~~

~~The Board prohibits any diesel-powered motor vehicle weighing 10,001 pounds or more to idle for more than five (5) minutes in any continuous sixty-minute period while parked, loading or unloading, except as allowed by law.[11]~~

~~The Board shall ensure that permanent signs, notifying drivers of the idling restrictions, are maintained on district property at locations where passengers load and unload.[12]~~

~~Delegation of Responsibility~~

~~The school bus driver shall be responsible for the discipline of students while they are being transported.~~

The principal may suspend a student from bus transportation for disciplinary reasons, and the parents/guardians shall be responsible for the student's transportation.[13]

The Superintendent or designee shall be responsible to:

1. Establish administrative regulations that specify the number of chaperones to accompany students in connection with school-related activities and field trips.[13]

2. Prepare a schedule indicating each bus stop and bus route.[13]

3. Maintain records and make required reports regarding school transportation.[14][13]

4. Distribute rules governing student conduct during transport; such rules shall be binding on all students transported by the district.[13]

Reports of Employee Crimes/Child Abuse

District bus drivers and/or the district's transportation contract carriers shall be responsible to inform the district in writing at the beginning of each school year whether or not they or any of their employees:

1. Have been charged, subsequent to approval as a district bus driver, with a criminal offense that would bar their employment as bus drivers or contracted service providers.

2. Were charged with a crime deemed serious under the criteria established by law.[8]

3. Have been charged with or convicted of crimes that affect their suitability to have direct contact with students.

This responsibility is in addition to the requirement for clearances that must be presented to the district when an individual is initially hired by the district or the contract carriers.[15]

The district and contract carriers shall have procedures in place to ensure they are notified by their employees when the employees are charged with crimes or child abuse. The procedures shall also include the provision that the failure on the part of employees to make such a timely notification shall subject them to disciplinary action, including termination.

If any bus drivers have been charged as stated in this policy, the transportation contract carriers shall, in their written, yearly notification, include the name of the employee, nature of the offense, and the status of the disposition. The district will review this information to determine if the employee shall continue to transport district students.

Legal

1. 24 P.S. 1361
5. 24 P.S. 1362
6. 24 P.S. 1374
7. 22 PA Code 23.3
8. 24 P.S. 111
9. 22 PA Code 8.1 et seq
10. 23 Pa. C.S.A. 6301 et seq
11. 35 P.S. 4601 et seq
12. 67 PA Code 212.101
13. 22 PA Code 23.4
14. 22 PA Code 23.1
15. Pol. 504
16. 22 PA Code 23.2

24 P.S. 1331

24 P.S. 2541

24 P.S. 2542

49 CFR Part 37

49 CFR Part 38

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	800 Operations
Title	Transportation
Code	810 Vol III 2018
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019
Prior Revised Dates	03/10/2009

Purpose

Transportation for students shall be provided in accordance with law and Board policy.

Definitions

School bus means a motor vehicle that is designed to carry eleven (11) passengers or more, including the driver, and is used for the transportation of preprimary, primary or secondary school students to or from public, private or parochial schools or events related to such schools or school-related activities.[1]

School vehicle means a motor vehicle, except a motorcycle, designed for carrying no more than ten (10) passengers, including the driver, and used for the transportation of preprimary, primary or secondary school students while registered by or under contract to the school district. The term includes vehicles having chartered, group and party rights under the Pennsylvania Public Utility Commission and used for the transportation of school children.[1]

Authority

The Board shall provide transportation for resident students in grades Pre-Kindergarten through grade 12 to the district's public schools and charter, regional charter and nonpublic schools located in the district or within the district's transportation boundary or other placements as required by law or agreements. The district's transportation boundary is a distance not exceeding ten (10) miles by the nearest public highway outside the school district's border.[2][3][4]

The Board shall purchase, lease, equip, and maintain school buses/vehicles and/or contract for school bus/vehicle services for transportation of students to and from school at regularly scheduled hours and for field trips and extracurricular activities.[2][3][5][6][7][8][9][10]

The Board shall provide transportation for students living within the prescribed limits when walking conditions to the school are found to be hazardous by the Department of Transportation.[3][11]

The Board shall provide transportation for students with disabilities, without regard to distance or hazardous walking conditions, when required by the student's individualized education program (IEP)

or Section 504 Service Agreement.[12][13][14][15][16]

The Board shall provide transportation for eligible resident students who are enrolled in nonpublic schools or charter schools as required by law.[2][4][17]

A school bus driver shall not be employed until sh/he has complied with the mandatory background check requirements for criminal history and child abuse and the contractor has evaluated the results of that screening process.

The Board shall provide transportation for children in foster care in accordance with federal and state laws and regulations, and the local transportation plan.[18][19]

The Board shall provide transportation for homeless children and youths in accordance with federal and state laws and regulations.[20][21]

The Board prohibits any diesel-powered motor vehicle weighing 10,001 pounds or more to idle for more than five (5) minutes in any continuous sixty-minute period while parked, loading or unloading, except as allowed by law.[22]

The Board shall ensure that permanent signs, notifying drivers of the idling restrictions, are maintained on district property at locations where diesel-powered motor vehicles weighing 10,001 pounds or more load or unload. Signs shall also be posted at locations that provide fifteen (15) or more parking spaces for such diesel-powered motor vehicles.**[23]**[24]

Delegation of Responsibility

The school bus/vehicle driver shall be responsible to maintain order while students are being transported.

The school bus/vehicle driver shall report all incidents, including, but not limited to, discipline problems, medical problems, bullying/harassment, safety issues, accidents or injuries, and violations of Pennsylvania's School Bus Stopping Law to the Superintendent or designee as soon as practicable.

The building principal may suspend a student from bus transportation for disciplinary reasons, and the parents/guardians shall be responsible for the student's transportation.[7]

The Superintendent or designee shall be responsible to:

1. Maintain records and make required reports regarding school transportation.[5][7]
2. Distribute rules governing student conduct during transport; such rules shall be binding on all students transported by the district.[7]
3. Provide each school bus/school vehicle driver with:
    a. The written rules for student conduct on buses/vehicles;
    b. The procedures for evacuation drills; and
    c. Any additional laws and applicable Board policies and administrative regulations which apply to school bus/vehicle drivers
4. Prepare a district map or schedule indicating each bus stop and bus route.[7]

Guidelines

Student Health Information

When necessary for student safety, or when required by a student's IEP or Section 504 Service Agreement, a school bus/vehicle driver shall be provided with relevant student health and medical

information.[16][26][27][28][29]

School bus/vehicle drivers shall maintain the confidentiality of student health/medical information in accordance with district policies and procedures and applicable law.[30][31]

Evacuation Drills

Bus evacuation drills shall be conducted twice a year and reported to the Pennsylvania Department of Education, in accordance with law and Board policy.[32][33][34]

Legal

1. 75 Pa. C.S.A. 102
2. 24 P.S. 1361
3. 24 P.S. 1362
4. 24 P.S. 1726-A
5. 22 PA Code 23.1
6. 22 PA Code 23.2
7. 22 PA Code 23.4
8. Pol. 610
9. Pol. 611
10. Pol. 818
11. 67 PA Code 447.1 et seq
12. 22 PA Code 23.3
13. 24 P.S. 1374
14. Pol. 103
15. Pol. 103.1
16. Pol. 113
17. Pol. 140
18. 20 U.S.C. 6312
19. Pol. 255
20. 42 U.S.C. 11432
21. Pol. 251
22. 35 P.S. 4601 et seq
23. 35 P.S. 4608
24. 67 PA Code 212.101
25. Pol. 121
26. Pol. 209.1
27. Pol. 209.2
28. Pol. 210
29. Pol. 210.1
30. Pol. 113.4
31. Pol. 216
32. 24 P.S. 1517

33. 75 Pa. C.S.A. 4552

34. Pol. 805

24 P.S. 1331

24 P.S. 1365

24 P.S. 1366

24 P.S. 2541

24 P.S. 2542

22 PA Code 15.1 et seq

22 PA Code 23.6

75 Pa. C.S.A. 4551-4553

20 U.S.C. 6301 et seq

42 U.S.C. 11431 et seq

49 CFR Part 37

49 CFR Part 38

Pol. 810.1

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	800 Operations
Title	School Vehicle Drivers
Code	810.3 Vol III 2018
Status	First Reading
Adopted	October 8, 2019

Purpose

The Board recognizes that an employee must be fit to operate a school vehicle to ensure the health and safety of students being transported. The Board also recognizes that an employee impaired by drugs or alcohol who operates district vehicles or transports students poses significant risks to the safety of students and others.

Definition

School vehicle means a motor vehicle, except a motorcycle, designed for carrying no more than ten (10) passengers, including the driver, and used for the transportation of preprimary, primary or secondary school students while registered by or under contract to the school district. The term includes vehicles having chartered, group and party rights under the Pennsylvania Public Utility Commission and used for the transportation of school children. The term does not include a "school bus" or "commercial motor vehicle."[1]

Authority

The Board shall implement a drug use and alcohol misuse prevention program for non-CDL drivers who operate school vehicles.

All contracted transportation providers shall implement a drug use and alcohol misuse prevention program for non-CDL drivers who operate school vehicles.[2]

School vehicle drivers shall observe all state and federal laws and Pennsylvania Department of Transportation regulations governing traffic safety and school vehicle operation.

The Board prohibits school vehicle drivers from texting and from using a handheld mobile telephone or other electronic device while driving a school vehicle except when it is necessary to communicate with law enforcement officials or other emergency services.[3]

Delegation of Responsibility

The Superintendent or designee shall implement this policy and the requirements of law, which may include the following components:

1. Establishment of procedures for drug and alcohol testing of school vehicle drivers.

2. Establishment of procedures for obtaining and reviewing each school vehicle driver's driving record to determine whether the driver meets the minimum requirements for safe driving and is not disqualified to operate a vehicle.[4]

The Superintendent or designee shall provide each driver, upon hire or transfer, with:

1. This policy and any accompanying administrative regulations; and

2. Educational materials related to misuse of alcohol and use of controlled substances.

The Superintendent or designee shall also provide notice to representatives of employee organizations of the availability of this information.

Guidelines

School vehicle drivers shall comply with the requirements for background checks/certifications and employment history reviews in accordance with applicable law, Board policy and administrative regulations. These requirements are addressed separately in Board policy 304 for drivers employed by the district and Board policy 818 for drivers employed by an independent contractor.[2][5][6][7][8][9]

Prior to employment and at least once each school year, school vehicle drivers shall submit a copy of a valid driver's license to the Superintendent or designee.[4]

Reporting Requirements

School vehicle drivers shall report misconduct in accordance with Board policy 317 for drivers employed by the district and Board policy 818 for drivers employed by an independent contractor.[2][10]

School vehicle drivers using controlled substances prescribed for therapeutic purposes by a licensed medical practitioner shall submit the practitioner's written statement that the prescribed substance will not adversely affect the employee's ability to safely operate a school vehicle.

School vehicle drivers shall also inform their supervisors of any use of drug(s) or medication(s) for which the packaging includes warnings that, "marked drowsiness may occur and/or be careful when driving a motor vehicle or operating machinery."

A school vehicle driver charged with or issued a citation for violating a federal or state law or local ordinance relating to motor vehicle traffic control in this or any other state or any federal, provincial, territorial or municipal law relating to motor vehicle traffic control in Canada, other than parking violations, shall notify the Superintendent or designee and the contract carrier in writing before the end of the business day following the day the school vehicle driver is charged or cited. Notice is required no matter what type of vehicle the driver was driving.

A school vehicle driver who is convicted of violating a federal or state law or local ordinance relating to motor vehicle traffic control in this or any other state or any federal, provincial, territorial or municipal law relating to motor vehicle traffic control in Canada, other than parking violations, shall notify the Superintendent or designee and the contract carrier in writing of the conviction within thirty (30) days of the date of conviction. Notice is required no matter what type of vehicle the driver was driving.

Any school vehicle driver whose operating privilege is suspended, revoked, canceled or recalled by any state, shall notify the Superintendent or designee
and the contract carrier immediately upon reporting to work for the next scheduled shift following the notice of the suspension, revocation, cancellation, loss or disqualification.[4]

Prohibited Conduct -

School vehicle drivers shall not use medical marijuana products.

School vehicle drivers shall not ingest hemp products or otherwise use hemp products in a way that may result in absorption of hemp or hemp residue into the body.

A school vehicle driver shall not report for duty, drive, operate or be in the actual physical control of the movement of a school vehicle under the following circumstances:

1. While using or while having any amount of alcohol present in the body, including medications containing alcohol.[12]
2. While under the influence of a controlled substance or combination of controlled substances, or the combined influence of alcohol and a controlled substance or substances.[13]
3. After consuming alcohol or a controlled substance within the previous eight (8) hours.

An exception shall be made for therapeutic use of prescribed controlled substances used by a school vehicle driver when the driver has submitted in advance a licensed medical practitioner's written statement that the prescribed substance will not adversely affect the driver's ability to safely operate a school vehicle.

Consequences/Discipline -

The district shall place a school vehicle driver who drives, operates or is in physical control of a school vehicle out of service for thirty (30) days if the school vehicle driver:[4][12]

1. Has any detectable amount of alcohol in his/her system; or
2. Refuses to take a test to determine his/her alcohol content.

A school vehicle driver who refuses to take a drug or alcohol test required pursuant to Board policy and administrative regulations has not refused to take a Department of Transportation (DOT)-test.[14][15]

Consistent with contractual and legal requirements, a determination shall be made as to the appropriate disciplinary action for a school vehicle driver who violates Board policy or administrative regulations. Nothing in this policy shall limit the Board's authority to impose discipline, including discharge.

Training

School vehicle drivers shall attend orientation and training sessions, as appropriate to the nature of their service. When training is provided for other school employees relating to the legal obligations of employers and educational institutions, consideration shall be given to which school vehicle drivers should also receive that training.

Legal

1. 75 Pa. C.S.A. 102
2. Pol. 818
3. 75 Pa. C.S.A. 3316
4. 75 Pa. C.S.A. 1606
5. 23 Pa. C.S.A. 6344
6. 23 Pa. C.S.A. 6344.3
7. 24 P.S. 111
8. 24 P.S. 111.1
9. Pol. 304
10. Pol. 317
11. 49 CFR 40.13
12. 75 Pa. C.S.A. 1612
13. 75 Pa. C.S.A. 3802
14. 49 CFR 40.191
15. 49 CFR 40.261

24 P.S. 510

23 Pa. C.S.A. 6301 et seq

75 Pa. C.S.A. 1601 et seq

67 PA Code 71.3

49 CFR Part 40

Pol. 351

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	800 Operations
Title	Copy of Contracted Services
Code	818
Status	
Adopted	December 2, 2004
Last Revised	February 10, 2015

~~Purpose~~

~~In its effort to provide cost-effective programs, the Board may need to utilize contracted services. The district shall monitor and evaluate such services to assure their effectiveness. This policy is adopted to assist the Board in procuring and maintaining qualified and legally certified services.~~

~~Definition~~

~~**Direct Contact with Children** - the possibility of care, supervision, guidance or control of children or routine interaction with children.[1]~~

~~Authority~~

~~The Board is required by law to ensure that independent contractors and their employees comply with the mandatory background check requirements for criminal history and child abuse.[4][9]~~

~~Guidelines~~

~~Independent contractors shall conduct an employment history review, in compliance with state law, prior to issuing an offer of employment to a candidate or prior to assignment of a current employee to perform work for the district. Failure to accurately report required information shall subject the candidate or employee to discipline up to, and including, denial of employment or termination if already hired, and may subject the candidate or employee to civil and criminal penalties. The independent contractor may use the information for the purpose of evaluating an applicant's fitness to be hired or for continued employment of a current employee and may report the information as permitted by law.[3]~~

~~Independent contractors and their employees shall not be employed until each has complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of that screening process.[4][9]~~

~~Independent contractors and their employees shall report, on the designated form, all arrests and convictions as specified on the form. Independent contractors and their employees shall likewise report arrests and/or convictions that occur subsequent to initially submitting the form. Failure to~~

~~accurately report such arrests and convictions may subject the individual to denial of employment/contract, termination if already hired/contracted, and/or criminal prosecution.[4][3]~~

~~All independent contractors shall adopt policies and procedures that require their employees, who are providing services to the district and who have direct contact with children, to notify the contractor, in writing, within seventy-two (72) hours of the occurrence, of an arrest or conviction required to be reported by law. Employees shall also be required to report to the contractor, within seventy-two (72) hours of notification, that the employee has been listed as a perpetrator in the Statewide database, in accordance with the Child Protective Services Law.[4][5]~~

~~If the contractor receives notice of such arrest or conviction notification that the employee has been listed as a perpetrator in the Statewide database, from either the employee or a third party, the contractor shall immediately report, in writing, that information to the school district.~~

~~Mandatory background check requirements for criminal history and child abuse shall be included in all bidding specifications for contracted services.[6]~~

~~Language shall be included in all bidding specifications for contracted services notifying independent contractors that failure to comply with this policy and the requirements for background checks and reporting of employee misconduct by an independent contractor shall lead to cancellation of the contract.~~

~~Independent contractors shall provide their employees who have direct contact with children with mandatory training on child abuse recognition and reporting. The training shall include, but not be limited to, the following topics:[1]~~

1. ~~Recognition of the signs of abuse and sexual misconduct and reporting requirements for suspected abuse and sexual misconduct.~~
2. ~~Provisions of the Educator Discipline Act, including mandatory reporting requirements.[7]~~
3. ~~District policy related to reporting of suspected abuse and sexual misconduct.[8]~~
4. ~~Maintenance of professional and appropriate relationships with students.~~

~~Employees of independent contractors who have direct contact with children are required to complete a minimum of three (3) hours of training every five (5) years.[1]~~

Legal

1. 24 P.S. 1205.6
3. 24 P.S. 111.1
4. 24 P.S. 111
5. 23 Pa. C.S.A. 6344.3
6. Pol. 610
7. 24 P.S. 2070.1a
8. Pol. 806
9. 23 Pa. C.S.A. 6344

22 PA Code 8.1 et seq

23 Pa. C.S.A. 6301 et seq

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	800 Operations
Title	Contracted Services Personnel
Code	818 Vol III 2018
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019
Prior Revised Dates	02/10/2015

Purpose

In its effort to provide cost-effective programs, the Board uses outside independent contractors for a variety of purposes. The district is required to ensure that such contractors comply with certain legal requirements regarding contractor employees involved in the delivery of services to the district. This policy is adopted to outline those requirements and the manner in which the district shall direct and monitor contractor compliance.

Definitions

For purposes of this policy, contractor employee shall include an individual who:

1. Is employed or offered employment by an independent contractor or a subcontractor of an independent contractor, or is an individual independent contractor; and
2. Has or will have direct contact with children.

Direct Contact with Children - the possibility of care, supervision, guidance or control of children or routine interaction with children.[1]

For purposes of this policy, independent contractor shall mean an individual or entity that contracts with the district to provide services.

Authority

The district is required by law to ensure that independent contractors and contractor employees comply with the mandatory background check requirements for criminal history and child abuse certifications, the employment history review requirement, and the arrest and conviction reporting requirements.[2][3][4]

Guidelines

Prior to using contracted services, a written contractual agreement shall be entered into between the district and the independent contractor and maintained centrally by the district in a manner similar to

that for other contracts. Requests for proposals, bid specifications for proposals and resulting contracts shall specify the following:

1. Mandatory requirements for criminal history background checks, child abuse certifications, employment history reviews, and arrest and conviction reporting for contracted services involving direct contact with children, as mandated by law and set forth in this policy.[5]

2. A requirement that all contracted transportation providers provide a program of drug and alcohol testing for covered drivers. A covered driver shall include any contractor employee who drives, operates or is in the actual physical control or movement of a school bus or a commercial vehicle owned, leased or operated by the independent contractor in connection with school district services.[6][7][8][9][10]

3. That failure to comply with this policy and the requirements for criminal history background checks and child abuse certifications, employment history reviews, and required reporting of employee arrests, convictions or other misconduct by an independent contractor or contractor employee shall be grounds for termination of the contract.

The Superintendent or designee shall review all information provided pursuant to this policy and determine if information is disclosed that precludes employment or continued service of an independent contractor or contractor employee.[2][3][4][5][11]

Information submitted by an independent contractor or contractor employee in accordance with this policy shall be maintained centrally in a manner similar to that for school employees.

Pre-Employment Requirements

Employment History Review -

Independent contractors shall conduct an employment history review, in compliance with state law, prior to assignment of a contractor employee to perform work for the district in a position or assignment involving direct contact with children. The independent contractor may use the information for the purpose of evaluating an applicant's fitness to be hired or for continued employment of a current contractor employee and may report the information as permitted by law.[4]

Independent contractors shall inform the district, in writing, upon receipt of an affirmative response to any of the abuse and sexual misconduct background questions for a contractor employee. If the district objects to the assignment, the independent contractor may not assign the contractor employee to the district.[4]

Independent contractors shall, upon request, provide the district to which a contractor employee is assigned access to the employee's employment history review records.

Criminal History -

Prior to assignment of contractor employees to perform work for the district in a position or assignment involving direct contact with children, contractor employees shall submit an official child abuse clearance statement and state and federal criminal history background checks (certifications) as required by law.[2][3]

Contractor employees shall report, on the designated form, all arrests and convictions as specified on the form. Contractor employees shall likewise report arrests and/or convictions that occur subsequent to initially submitting the form. Failure to accurately report such arrests and convictions may subject the individual to denial of employment/contract, termination if already hired/contracted, and/or criminal prosecution.[3]

Tuberculosis Test -

Contractor employees providing services for students shall undergo a test for tuberculosis in accordance with the regulations and guidance of the Pennsylvania Department of Health.[12][13]

Arrest and Conviction Reporting Requirements

All independent contractors shall adopt policies and procedures that require their employees, who are providing services to the district and who have direct contact with children, to notify the independent contractor, in writing, within seventy-two (72) hours of the occurrence, of an arrest or conviction required to be reported by law. Contractor employees shall also be required to report to the independent contractor, within seventy-two (72) hours of notification, that the employee has been named as a perpetrator in a founded or indicated report pursuant to the Child Protective Services Law. The policies and procedures shall also include the provision that the failure on the part of contractor employees to make such a timely notification shall subject them to disciplinary action, including termination.[3][11]

If the independent contractor receives notice of such arrest or conviction or that the contractor employee has been named as a perpetrator in a founded or indicated report, from either the contractor employee or a third party, the independent contractor shall immediately report, in writing, that information to the Superintendent or designee.

The independent contractor shall immediately require a contractor employee to submit new certifications when there is a reasonable belief that the employee was arrested for or has been convicted of an offense required to be reported by law, was named as a perpetrator in a founded or indicated report, or has provided written notice of such occurrence.[3][11]

Contractor employees who provide transportation services shall immediately notify the independent contractor and the district's transportation supervisor of any traffic citations or the suspension, revocation or cancellation of operating privileges.[14]

Educator Misconduct

If the Superintendent reasonably suspects that conduct being reported involves an incident required to be reported under the Educator Discipline Act, the Superintendent or designee shall notify the Pennsylvania Department of Education, in accordance with applicable law, regulations and Board policy 317.1.[15][16]

Training

Independent contractors shall provide their employees who have direct contact with children with mandatory training on child abuse recognition and reporting. The training shall include, but not be limited to, the following topics:[1]

1. Recognition of the signs of abuse and sexual misconduct and reporting requirements for suspected abuse and sexual misconduct.
2. Provisions of the Educator Discipline Act, including mandatory reporting requirements.[17]
3. District policy related to reporting of suspected abuse and sexual misconduct.[18]
4. Maintenance of professional and appropriate relationships with students.**[19]**

Employees of independent contractors who have direct contact with children are required to complete a minimum of three (3) hours of training every five (5) years.[1]

Contractor employees shall attend orientation and training sessions, as appropriate to the nature of their service. When training is provided for school employees relating to the legal obligations of employers and educational institutions, consideration shall be given to which contractor employees should also receive that training.

Child Abuse Reporting

All contractor employees who have reasonable cause to suspect that a child is the victim of child abuse shall make a report of suspected child abuse in accordance with applicable law, Board policy and administrative regulations.[18][20]

Confidentiality

No contractor employee shall be permitted access to confidential student information unless the district has determined that such access is necessary for the contractor employee to fulfill his/her responsibilities. Contractor employees with access to confidential student information shall maintain the confidentiality of that information in accordance with Board policies and procedures and applicable law. If a contractor employee has questions about the confidentiality of student information, the contractor employee should consult with the building principal.[21][22]

Legal

1. 24 P.S. 1205.6
2. 23 Pa. C.S.A. 6344
3. 24 P.S. 111
4. 24 P.S. 111.1
5. 55 PA Code 3490.132
6. 49 CFR Part 382
7. 67 PA Code 71.3
8. 75 Pa. C.S.A. 1612
9. 75 Pa. C.S.A. 3802
10. Pol. 810.1
11. 23 Pa. C.S.A. 6344.3
12. 24 P.S. 1418
13. 28 PA Code 23.44
14. 75 Pa. C.S.A. 1606
15. 24 P.S. 2070.9a
16. Pol. 317.1
17. 24 P.S. 2070.1a et seq
18. Pol. 806
19. Pol. 824
20. 23 Pa. C.S.A. 6311
21. Pol. 113.4
22. Pol. 216

24 P.S. 1362

22 PA Code 8.1 et seq

23 Pa. C.S.A. 6301 et seq

75 Pa. C.S.A. 1601 et seq

Pol. 610

Pol. 810

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	900 Community
Title	Copy of Public Attendance at School Events
Code	904
Status	
Adopted	May 11, 2004

~~Purpose~~

~~The Board welcomes the public at activities and events sponsored by the school district, but the Board also acknowledges its duty to maintain order and preserve school facilities during such events.~~

~~Authority~~

~~The Board has the authority to prohibit at a school event the attendance of any individual whose conduct may constitute a disruption. The Board prohibits gambling and the possession and use of controlled substances, alcoholic beverages and weapons on school premises.[1][2]~~

~~Guidelines~~

~~A schedule of fees for attendance at school events shall be prepared by the Superintendent or designee and adopted by the Board.~~

~~Tobacco Use~~

~~The Board prohibits tobacco use by any persons in its school buildings, during all school-sponsored activities, and on any property, buses, vans and vehicles that are owned, leased or controlled by the school district.[3][5]~~

~~The district shall annually notify staff, parents/guardians and members of the public about the district's tobacco use policy by publishing such in handbooks, newsletters, posted notices, and other efficient methods.~~

~~Athletic Pass~~

~~Each employee, the employee's spouse, and the employee's dependent children shall be issued a pass for athletic events. The employee and spouse's pass shall be kept with the employee/spouse at all times and shall be issued only once. If the pass is lost or destroyed, the employee/spouse should contact the district administration office for a new one. Each year, the employee's dependent children will be issued a new pass by the athletic administrator's office.~~

~~Videotaping of School Events~~

~~The videotaping of school events shall be permitted according to the following guidelines:~~

1. ~~The act of a person's videotaping of an event or portion of an event may not interfere with the enjoyment of the event by others.~~

2. ~~Recording equipment may not be set up in areas which are otherwise provided for the entrance, exit, or movement of persons viewing the event.~~

3. ~~Videotaping apparatus may not occupy space which is necessary for the accommodation of others in attendance.~~

4. ~~District events may not be videotaped for any commercial purpose without the permission of the district.~~

5. ~~Videotaping or sound recording of any copyrighted material such as commercial musicals is strictly prohibited. Persons doing so shall be subject to immediate removal and legal prosecution.[4]~~

~~School personnel in charge of events shall have the authority to regulate videotaping according to the above guidelines.~~

Legal

1. 24 P.S. 511
2. 24 P.S. 775
3. 20 U.S.C. 7181 et seq
4. Pol. 814
5. 35 P.S. 1223.5

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	900 Community
Title	Public Attendance at School Events
Code	904 Vol V 2018
Status	First Reading
Adopted	May 11, 2004
Last Revised	October 8, 2019

Purpose

The Board welcomes the public at activities and events sponsored by the school district, but the Board also acknowledges its duty to maintain order and preserve school facilities during such events.

Definitions

For purposes of this policy, tobacco includes a lighted or unlighted cigarette, cigar, cigarillo, little cigar, pipe or other smoking product or material and smokeless tobacco in any form including chewing tobacco, snuff, dip or dissolvable tobacco pieces.[1]

For purposes of this policy, nicotine shall mean a product that contains or consists of nicotine in a form that can be ingested by chewing, smoking, inhaling or through other means.

For purposes of this policy, a nicotine delivery product shall mean a product or device used, intended for use or designed for the purpose of ingesting nicotine or another substance. This definition includes, but is not limited to, any device or associated product used for what is commonly referred to as vaping or juuling.

Authority

The Board has the authority to prohibit at a school event the attendance of any individual whose conduct may constitute a disruption. The Board prohibits gambling and the possession and use of controlled substances, alcoholic beverages and weapons on school premises.[2][3]

Delegation of Responsibility

A schedule of fees for attendance at school events shall be prepared by the Superintendent or designee and adopted by the Board.

The Superintendent shall ensure that this policy is posted on the district's publicly accessible website.[4]

Guidelines

Tobacco/Nicotine

The Board prohibits use of tobacco, nicotine and nicotine delivery products by any persons in its school buildings and on any property, buses, vans and vehicles that are owned, leased or controlled by the school district.[1][5]

This policy does not prohibit the use of a nicotine patch, gum or lozenge as a smoking cessation product by adult members of the public in attendance at school events.

Reporting

The Superintendent shall annually, by July 31, report all incidents of possession, use or sale of tobacco, nicotine and nicotine delivery products by any person on school property to the Office for Safe Schools on the required form.[6][7]

The Superintendent or designee may report incidents involving the sale of tobacco to minors by any person on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[6][7][8][9][10][11]

Athletic Pass

Each employee, the employee's spouse, and the employee's dependent children shall be issued a pass for athletic events. The employee and spouse's pass shall be kept with the employee/spouse at all times and shall be issued only once. If the pass is lost or destroyed, the employee/spouse should contact the district administration office for a new one. Each year, the employee's dependent children will be issued a new pass by the athletic administrator's office.

Passes to school athletic events will be available to each active Board member and spouse.

Senior citizens who are district residents and are 65 years of age or older shall be admitted to all school athletic events at a reduced fee.

The Board will honor athletic passes from all districts that are members of conferences in which teams of this district compete and honor the passes of this district.

Recording of School Events

The recording of school events shall be permitted according to the following guidelines:

1. The act of a person's videotaping of an event or portion of an event may not interfere with the enjoyment of the event by others.

2. Recording equipment may not be set up in areas which are otherwise provided for the entrance, exit, or movement of persons viewing the event.

3. Video equipment may not occupy space which is necessary for the accommodation of others in attendance.

4. District events may not be videotaped for any commercial purpose without the permission of the district.

5. Video or sound recording of any copyrighted material such as commercial musicals is strictly prohibited. Persons doing so shall be subject to immediate removal and legal prosecution.[4]

School personnel in charge of events shall have the authority to regulate videotaping according to the above guidelines.

Service Animals

Individuals with disabilities may be accompanied by their service animals while on district property for events that are open to the general public in accordance with Board policy and state and federal laws and regulations.[12][13][14]

Legal

1. 35 P.S. 1223.5
2. 24 P.S. 511
3. 24 P.S. 775
4. 24 P.S. 510.2
5. 20 U.S.C. 7183
6. 24 P.S. 1303-A
7. Pol. 805.1
8. 18 Pa. C.S.A. 6305
9. 22 PA Code 10.2
10. 22 PA Code 10.22
11. 24 P.S. 1302.1-A
12. 28 CFR 35.136
13. 43 P.S. 953
14. Pol. 718

20 U.S.C. 7181 et seq

28 CFR Part 35

904 ATT - PubBehaviorSchEvents.doc (35 KB)

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	900 Community
Title	Copy of Public Complaints
Code	906
Status	
Adopted	May 11, 2004

~~Authority~~

~~Any parent/guardian, resident or community group shall have the right to present a request, suggestion or complaint concerning district personnel, programs, or operations of the district. At the same time, the Board has a duty to protect its staff from unnecessary harassment. It is the Board's intent to provide a fair and impartial manner for seeking appropriate remedies.~~

~~Any misunderstandings between the public and the school district shall be resolved by informal, direct discussions among the interested parties, following the established organizational structure. Only when informal meetings fail to resolve the differences shall more formal procedures be employed.~~

~~Delegation of Responsibility~~

~~Any requests, suggestions or complaints directed to individual Board members and/or the Board shall be referred to the Superintendent for consideration and action. If further action is warranted, based on the initial investigation, such action shall be in accordance with established guidelines.~~

~~Guidelines~~

~~Matters Regarding a Staff Member~~

~~**First Level** - A matter specifically directed toward a district staff member shall be addressed initially to the concerned employee, who shall discuss it with the complainant and make every effort to provide a reasonable explanation or take appropriate action within the employee's authority.~~

~~As appropriate, the staff member shall report the matter and the resolution to the building principal or immediate supervisor.~~

~~**Second Level** - If the matter cannot be resolved satisfactorily at the first level, it shall be discussed by the complainant with the building principal or the employee's immediate supervisor.~~

~~**Third Level** - If a satisfactory solution is not achieved by discussion with the building principal or immediate supervisor, a conference shall be scheduled with the Superintendent or designee. The principal or supervisor will provide to the Superintendent or designee a report that includes the specific nature of the complaint, and a brief statement of relevant facts, how the complainant has been affected adversely, the action requested, and the reasons why such action should be taken.~~

~~**Fourth Level** - Should the matter not be resolved by the Superintendent or designee or is beyond his/her authority and requires Board action, the Superintendent or designee shall provide the Board with a complete report.~~

~~**Final Level** - The Board, after reviewing all material relative to the case, shall provide the complainant with its written decision and may grant a hearing before the Board or a committee of the Board.~~

~~The complainant shall be advised of the Board's decision, in writing, no more than ten (10) days following the hearing.~~

~~Matters Regarding a Program, Operation or Instructional Materials~~

~~A request, suggestion, or complaint relating to a matter of district or school policy, procedure, program, operation or instructional materials shall be addressed initially to the building principal or the department head who is directly concerned and then brought to higher levels of authority in the manner prescribed in this policy.~~

~~Matters Regarding Student Progress and Well-Being~~

~~In the case of a complaint directed toward this area, the guidelines specified in this policy shall be followed.~~

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	900 Community
Title	Public Complaint Procedures
Code	906 Vol I 2018
Status	First Reading
Adopted	May 11, 2004
Last Revised	October 8, 2019

Purpose

The Board welcomes inquiries, suggestions, and constructive criticism from parents/guardians, district residents or community groups regarding the district's programs, personnel, operations and facilities. The Board adopts this policy to establish procedures for seeking appropriate resolution to complaints.

Authority

The Board encourages parents/guardians, district residents or community groups who have general complaints about Board policy and district procedures, district programs, personnel, operations and facilities to follow the general complaint procedure established in this policy.

The Board directs parents/guardians, other individuals and organizations alleging violations of law in the district's administration of federally-funded programs to submit complaints in accordance with the separate federal program complaint procedure established in this policy.[1]

The Board shall ensure that this policy is posted on the district's publicly accessible website in accordance with law.[2]

Delegation of Responsibility

The district shall annually notify parents/guardians, employees and the public of this policy and established complaint procedures via the district website, newsletters, posted notices and/or other efficient communication methods.

Guidelines

General Complaint Procedure

It is the intent of the Board that complaints, concerns and suggestions be addressed and/or resolved at the lowest appropriate level.

At all levels of this procedure, district employees shall make a determination as to whether the complaint should proceed as outlined in this policy or if the complaint should be submitted through a

specialized complaint process addressed in a separate Board policy, district procedure or administrative regulation that is directly related to the nature of the complaint.

General complaints about Board policy and district procedures, programs, personnel, operations and facilities shall begin with an informal, direct discussion between the complainant and district employee who is most directly involved.

The employee shall attempt to provide a reasonable explanation or take appropriate action within the employee's authority. The employee shall report the matter and the resolution to the building principal or immediate supervisor.

When an informal discussion fails to resolve the complaint, the following procedure shall be used.

First Level - If a satisfactory resolution is not achieved by discussion with the employee, the complainant shall submit a written complaint to the building principal or designee and a conference shall be scheduled with the complainant. The written complaint shall include the contact information of the person or group filing the complaint, the specific nature of the complaint, a brief statement of relevant facts, how the complainant has been affected adversely, and the action requested. The building principal or designee shall provide a written response to the complainant.

Second Level - If a satisfactory resolution is not achieved through a conference with the building principal or designee, the complaint shall be referred to the Superintendent or designee. The Superintendent or designee shall review the complaint and may schedule a conference with the complainant. The Superintendent or designee shall provide a written response to the complainant.

Third Level - If a satisfactory resolution is not achieved through referral to the Superintendent or designee or if resolution of the complaint is beyond his/her authority and requires Board action, the Superintendent or designee shall refer the complaint to the Board.

The Board, after reviewing all information relative to the complaint, shall provide the complainant with its written response. The Board may, at its discretion, grant a hearing before the Board or a committee of the Board. If a hearing is granted, the complainant shall be advised of the Board's response, in writing, no more than thirty (30) days following the hearing.

Any requests, suggestions or complaints first directed to individual Board members and/or the Board shall be referred to the Superintendent for consideration, investigation and action. If further action is warranted, based on the initial investigation, such action shall be in accordance with the procedures outlined above.

Complaint Procedure for Federal Programs

Complaints alleging violations of law in the district's administration of federally-funded programs shall be processed in accordance with the following procedure.[1]

The complainant shall submit a written, signed statement to the district's administration office that includes:

1. Contact information of the individual or organization filing the complaint.
2. Alleged federal program violation.
3. Facts supporting the alleged violation.
4. Supporting documentation, such as information on discussions, correspondence or meetings with district staff regarding the complaint.

District staff shall forward complaints to the district administrator responsible for federal programs, who will notify the Superintendent and acknowledge receipt of the complaint in writing.

The district administrator responsible for federal programs shall conduct an independent investigation, which may include, but not be limited to:

1. On-site visit to the building that is the subject of the complaint.
2. Opportunity to present evidence by all individuals and/or organizations involved.
3. Opportunity for participants to ask questions of each other and witnesses.

When the investigation is completed, the district administrator responsible for federal programs shall prepare a written report with a recommendation for resolving the complaint. The report shall include:

1. Name of the individual or organization filing the complaint.
2. Nature of the complaint.
3. Summary of the investigation.
4. Recommended resolution.
5. Reasons for the recommended resolution.

The district administrator responsible for federal programs shall submit the written report to the Superintendent, who will determine whether further investigation is required and/or the district's final response.

All individuals and/or organizations making the complaint or that are the subject of the complaint shall be notified of the resolution of the complaint by the Superintendent or designee.

The district administrator responsible for federal programs shall ensure that the resolution of the complaint is implemented.

The time period between receipt and resolution of a complaint shall not exceed sixty (60) calendar days, unless circumstances require additional time.

The complainant may appeal the final resolution to the Pennsylvania Department of Education.

Division Chief
Division of Federal Programs
PA Department of Education
333 Market Street
Harrisburg, PA 17126-0333

Legal

1. 20 U.S.C. 7844

2. 24 P.S. 510.2

24 P.S. 510

Pol. 103

Pol. 103.1

Pol. 104

Pol. 105.1

Pol. 108

Pol. 109

Pol. 116

Pol. 127

Pol. 137

Pol. 150

Pol. 202

Pol. 206

Pol. 247

Pol. 249

Pol. 251

Pol. 252

Pol. 255

Pol. 610

Pol. 621

Pol. 626

Pol. 718

Pol. 801

Pol. 808

Pol. 815

Pol. 824

Pol. 827

Pol. 828

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	900 Community
Title	Copy of Nonschool Organizations/Groups/Individuals
Code	913
Status	draft
Adopted	May 11, 2004
Last Revised	February 18, 2014

~~Purpose~~

~~Any requests from nonschool organizations, groups or individuals seeking to have students participate in or be informed of the opportunity to participate in nonschool-sponsored activities, awards or scholarships shall be governed by this policy.~~

~~Definitions~~

~~**Nonschool organizations, groups or individuals** - those entities that are not part of the school program, school-sponsored activities, or organized pursuant to the Pennsylvania School Code or Board policy. When employees or Board members act on behalf of a nonschool organization or group, or on their own behalf, this policy applies to them. Students are governed by a separate and distinct Board policy regarding student expression and distribution and posting of materials.[1]~~

~~**Nonschool materials** - any printed or written materials prepared by nonschool organizations, groups or individuals for posting or general distribution which are not prepared as a part of the curricular or approved extracurricular programs of the district. This includes such things as fliers, invitations, announcements, pamphlets, posters, Internet bulletin boards, nonschool organization websites and the like.~~

~~**Distribution** - handing nonschool written materials to others on school property or during school-sponsored events; placing upon desks, tables, on or in lockers; or engaging in any other manner of delivery of nonschool written materials to others while on school property or during school functions. When email, text messaging or other technological delivery is used as a means of distributing or accessing nonschool written materials via use of school equipment or while on school property or at school functions, it shall be governed by this policy.~~

~~**Posting** - publicly displaying nonschool written materials on school property or at school-sponsored events, including but not limited to affixing such materials to walls, doors, bulletin boards, easels, the outside of lockers, on district-sponsored websites, through other district-owned technology and the like.~~

~~**Prohibited activities and materials** - activities and materials which:~~

1. Are libelous, defamatory, obscene, lewd, vulgar, or profane.
2. Violate federal, state or local laws.
3. Violate Board policy or district administrative regulations.
4. Advocate the use or advertise the availability of any substance or material that may reasonably be believed to constitute a direct and substantial danger to the health or welfare of students, such as tobacco, alcohol or illegal drugs.
5. Incite violence.
6. Advocate use of force or urge violation of federal, state or municipal law, Board policy or district administrative regulations.
7. Interfere with or advocate interference with the rights of any individual or the orderly operation of the schools and their programs.

Authority

It is the policy of the Board that district facilities be used in accordance with the guidelines established in Board policy.[2]

Delegation of Responsibility

The Superintendent or designee shall be responsible for carrying out the provisions of this policy, unless otherwise specifically noted in this policy.

Guidelines

Nonschool Activities/Materials

The Board recognizes the social and educational values that may be derived from student participation in various activities sponsored by nonschool organizations, groups or individuals, but specifies that unreasonable demands on the time and energies of students and staff by such entities during school hours, or at school-sponsored activities be prevented.

Requests for student participation in nonschool organizations, groups or individually sponsored activities must be made in writing to the Superintendent or designee in accordance with administrative regulations, written announcements and this policy.

Where the nonschool entity is a for-profit entity that will benefit commercially from an activity or distribution of its material during instructional time, other factors must outweigh the commercial benefit to the nonschool entity; and the Board must approve proposals that would commercially benefit a for-profit entity.

A review of any activities or nonschool written materials under this policy shall not discriminate on the basis of content or viewpoint, except that prohibited activities or materials will be rejected, as will any activities or materials that do not comply with Board policy, administrative regulations, or written announcements relating to the proposed nonschool-sponsored activity or materials.

Participating students may not leave the school district unless the Board policy for field trips has been followed or the Board has granted special permission.[3]

Fundraising

Fundraising by nonschool organizations, groups or individuals is prohibited on school property or in the name of the school.[4]

~~Where activities or materials otherwise comply with this policy, administrative regulations and written announcements, fundraising activities may be announced.~~

~~Directory information regarding students or staff may only be released in accordance with law and Board policy. Directory information for students or staff members will not be released to nonschool organizations, groups or individuals that seek this information for the purpose of fundraising.~~

~~Scholarships/Awards~~

~~The Board is appreciative of the generosity of organizations that offer scholarships or awards to deserving students; but, in accepting such offers, the Board directs that established criteria be observed.~~

~~No information, either academic or personal, shall be released from a student's record for the purpose of selecting a scholarship or award winner without the permission of the student who is eighteen (18), or the parents/guardians of a student who is younger, in accordance with the Board's policy on student records.[5]~~

~~The scholarship or award, and any pertinent restrictions, shall be approved by the Board.~~

~~All pertinent information regarding the scholarship or award shall be submitted for review by the Superintendent or designee prior to the date on which it is to be presented.~~

~~The building principal, together with a committee of staff members designated by the principal, shall be involved in the selection of the recipient of an award or scholarship, pursuant to procedures established for this purpose and consistent with the restrictions applicable to each approved scholarship or award.~~

~~Travel Services/Foreign Trips~~

~~Solicitation and sale of travel services for foreign trips to students may be permitted with the approval of the Board.~~

~~Sellers of travel services to students must meet the following criteria:~~

1. ~~Belong to an association of certified sellers of travel.~~
2. ~~Provide proof of insurance.~~
3. ~~Submit references.~~
4. ~~Provide proof of a performance bond.~~
5. ~~Include in all information provided to students and parents/guardians that use of tobacco, alcohol and controlled substances will be prohibited.~~
6. ~~Include in all information provided to students and parents/guardians that the activity is not a school-sponsored event.~~

Legal

1. Pol. 220
2. Pol. 707
3. Pol. 121
4. 24 P.S. 775
5. Pol. 216

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	900 Community
Title	Nonschool Organizations/Groups/Individuals
Code	913 Vol II 2019
Status	First Reading
Adopted	May 11, 2004
Last Revised	October 8, 2019
Prior Revised Dates	02/1/2014

NOTE: It is important to distinguish that Policy 913 only applies to requests from nonschool organizations, groups and individuals; in contrast, *requests from students* to personally distribute or post materials *shall be governed by Policy 220. Student Expression/Distribution and Posting of Materials*.[1]

Purpose

The Board recognizes that nonschool organizations, groups and individuals may wish to utilize the district as a means to engage the school community in activities and/or to distribute or post nonschool materials. The Board directs that requests for such utilization from nonschool organizations, groups or individuals shall be governed by this policy.

Activities or school-related information and materials from nonschool organizations, groups and individuals that are integrated with or presented as a part of the district's curriculum or an approved school event or student organization are approved and governed by Board policies related to curriculum and student activities, and are not governed by this policy.[2][3][4]

Authority

The Board recognizes that the school community may benefit from receiving information from nonschool organizations, groups and individuals, provided the distribution and posting of such information does not interfere with the educational program of the schools. The district's primary responsibility shall be to maintain a safe and orderly school environment and to protect the rights of all members of the school community.

The Board prohibits advertisement or promotion by nonschool organizations, groups or individuals during instructional time or at school-sponsored locations or activities not otherwise open to nonschool organizations, groups or individuals.[5][6]

The Board directs that the review and consideration of any activities or nonschool materials requested under this policy shall not discriminate on the basis of content or viewpoint.

Definitions

Nonschool organizations, groups or individuals shall mean those entities that are not part of the school program, school-sponsored activities, or organized pursuant to the Pennsylvania School Code or Board policy. When employees or Board members act on behalf of a nonschool organization or group, or on their own behalf, this policy applies to them. Students are governed by a separate and distinct Board policy regarding student expression and distribution and posting of materials.[1]

Nonschool materials shall mean any printed, technological or written materials prepared by nonschool organizations, groups or individuals for posting or general distribution that are not prepared as a part of the curricular or approved extracurricular programs of the district, including but not limited to, fliers, invitations, announcements, pamphlets, posters, Internet bulletin boards, nonschool organization websites and the like.

Distribution shall mean issuing nonschool materials to others on school property or during school-sponsored events; placing upon desks, tables, on or in lockers; or engaging in any other manner of delivery of nonschool materials to others while on school property or during school functions.

Posting shall mean publicly displaying nonschool materials on school property or at school-sponsored events, including but not limited to affixing such materials to walls, doors, bulletin boards, easels, the outside of lockers, on district-sponsored websites, through other district-owned technology and the like.

Prohibited activities and materials shall mean activities and materials that:

1. Violate federal, state or local laws, Board policy or district rules or regulations.
2. Are libelous, defamatory, obscene, lewd, vulgar or profane.
3. Advocate the use or advertise the availability of any substance or material that may reasonably be believed to constitute a direct and serious danger to the health or welfare of students, such as tobacco/nicotine, alcohol or illegal drugs.
4. Incite violence, advocate use of force or threaten serious harm to the school or community.
5. Are likely to or do materially or substantially interfere with the educational process, such as school activities, school work, or discipline, as well as safety and order on school property or at school functions.
6. Interfere with, or advocate interference with, the rights of any individual or the safe and orderly operation of the schools and their programs.
7. Violate written district administrative regulations or procedures on time, place and manner for posting and distribution of otherwise protected expression.

Delegation of Responsibility

The Superintendent or designee shall develop procedures to implement this policy.

Guidelines

Nonschool Materials

The Board requires that nonschool organizations, groups or individuals who wish to distribute or post nonschool materials on school property shall submit them to the building principal. The building principal shall inform the Superintendent or designee of requests received from nonschool organizations, groups and individuals.

If approval is granted by the building principal, the nonschool organization, group or individual shall comply with Board policy and administrative regulations, and the district's time, manner and place restrictions for distribution and posting of materials.

Materials issued by nonschool organizations, groups or individuals shall not be distributed during instructional time or school-sponsored activities.

Nonschool Activities

Activities sponsored by nonschool organizations, groups or individuals shall not occur during instructional time.

Requests by nonschool organizations, groups or individuals to invite or promote student participation in nonschool activities shall comply with Board policy and administrative regulations on distribution and posting of materials.

Fundraising

Fundraising by nonschool organizations, groups or individuals is prohibited on school property or in the name of the school.[7]

Where activities or materials otherwise comply with this policy and administrative regulations, fundraising activities may be announced.

Directory information for students or staff members will not be released to nonschool organizations, groups or individuals that seek this information for the purpose of fundraising.[8]

Scholarships/Awards

The Board is appreciative of the generosity of organizations that offer scholarships or awards to deserving students; but, in accepting such offers, the Board directs that established criteria be observed.

No information, either academic or personal, shall be released from a student's record for the purpose of selecting a scholarship or award winner without the permission of the student who is eighteen (18), or the parents/guardians of a student who is younger, in accordance with the Board's policy on student records.[8]

The scholarship or award, and any pertinent restrictions, shall be approved by the Board.

All pertinent information regarding the scholarship or award shall be submitted for review by the Superintendent or designee prior to the date on which it is to be presented.

The building principal, together with a committee of staff members designated by the principal, shall be involved in the selection of the recipient of an award or scholarship, pursuant to procedures established for this purpose and consistent with the restrictions applicable to each approved scholarship or award.

Travel Services/Foreign Trips

Solicitation and sale of travel services for foreign trips to students may be permitted with the approval of the Board.

Sellers of travel services to students must meet the following criteria:

1. Belong to an association of certified sellers of travel.

2. Provide proof of insurance.
3. Submit references.
4. Provide proof of a performance bond.
5. Include in all information provided to students and parents/guardians that use of tobacco/nicotine, alcohol and controlled substances will be prohibited.
6. Include in all information provided to students and parents/guardians that the activity is not a school-sponsored event.

Legal

1. Pol. 220
2. Pol. 105
3. Pol. 122
4. Pol. 230
5. 24 P.S. 510
6. 24 P.S. 511
7. 24 P.S. 775
8. Pol. 216

24 P.S. 779

Pol. 907

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	900 Community
Title	Copy of Title I Parental Involvement
Code	918
Status	
Adopted	May 11, 2004
Last Revised	March 14, 2017

~~Purpose~~

~~The Board recognizes that parental involvement contributes to the achievement of academic standards by students participating in Title I programs. The Board views the education of students as a cooperative effort among the school, parents/guardians and community.~~

~~Authority~~

~~In compliance with federal law, the district and parents/guardians of students participating in Title I, Part A programs shall jointly develop and agree upon a written parental involvement policy. When developing and implementing this policy, the district shall ensure the policy describes how the district will:[1]~~

1. ~~Involve parents/guardians in the joint development of the district's overall Title I plan and the process of school review and improvement.~~
2. ~~Provide the coordination, technical assistance and other support necessary to assist participating schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance.~~
3. ~~Develop activities that promote the schools' and parents'/guardians' capacity for strong parental involvement.~~
4. ~~Coordinate and integrate parental involvement strategies with appropriate programs, as provided by law.~~
5. ~~Involve parents/guardians in an annual evaluation of the content and effectiveness of the policy in improving the academic quality of schools served under Title I.~~
6. ~~Identify barriers to participation by parents/guardians who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority.~~
7. ~~Use findings of annual evaluations to design strategies for more effective parental involvement.~~

8. Involve parents/guardians in the activities of schools served under Title I.

9. Develop a Parent Advisory Council for Title I schools to provide input for the school level Title I Parent Involvement Policy.

The Board shall adopt and distribute the parental involvement policy, which shall be incorporated into the district's Title I plan and shall be evaluated annually, with parental involvement.[1]

Delegation of Responsibility

The Superintendent or designee shall ensure that the district's Title I parental involvement policy, plan and programs comply with the requirements of federal law.

The building principal and/or Title I staff shall provide to parents/guardians of students participating in Title I programs:

1. Explanation of the reasons supporting their child's selection for the program.

2. Set of objectives to be addressed.

3. Description of the services to be provided.

The Superintendent or designee shall ensure that information and reports provided to parents/guardians are in an understandable and uniform format and, to the extent practicable, in a language the parents/guardians can understand.[1][3]

Guidelines

An annual meeting of parents/guardians of participating Title I students shall be held to explain the goals and purposes of the Title I program. Parents/Guardians shall be given the opportunity to participate in the design, development, operation and evaluation of the program. Parents/Guardians shall be encouraged to participate in planning activities, to offer suggestions, and to ask questions regarding policies and programs.[1]

In addition to the required annual meeting, additional parent/guardian meetings shall be held at various times of the day and evening. At these meetings, parents/guardians shall be provided:[1]

1. Information about programs provided under Title I.

2. Description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.

3. Opportunities to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children.

4. Opportunities to submit parent/guardian comments about the program to the district level.

If sufficient, Title I funding may be used to facilitate parent/guardian attendance at meetings through payment of transportation and child care costs.

Opportunities shall be provided for parents/guardians to meet with the classroom and Title I teachers to discuss their child's progress.

Parents/Guardians may be given guidance as to how they can assist at home in the education of their child.

School-Parental Compact

~~Each school in the district receiving Title I funds shall jointly develop with parents/guardians of students served in the program a School-Parental Compact outlining the manner in which parents/guardians, school staff and students share responsibility for improved student achievement in meeting academic standards. The compact shall:[2]~~

1. ~~Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment, enabling students in the Title I program to meet the district's academic standards.~~

2. ~~Indicate the ways in which parents/guardians will be responsible for supporting their children's learning, such as monitoring attendance, homework completion, and television watching; volunteering in the classroom; and participating, as appropriate, in decisions related to their child's education and positive use of extracurricular time.~~

3. ~~Address the importance of parent-teacher communication on an ongoing basis through, at a minimum, parent-teacher conferences, frequent reports to parents/guardians, and reasonable access to staff.~~

Legal

1. 20 U.S.C. 6318

2. Pol. 102

22 PA Code 403.1

3. Pol. 138

918-Attach.pdf (18 KB)

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	900 Community
Title	Title I Parent and Family Engagement
Code	918 Vol III 2018
Status	First Reading
Adopted	May 11, 2004
Last Revised	October 8, 2019
Prior Revised Dates	03/14/2017

Purpose

The Board recognizes that meaningful parent and family engagement contributes to the achievement of state academic standards by students participating in Title I programs. The Board views the education of students as a cooperative effort among the school, parents and family members, and community.[1][2]

Definition

Parent and Family (Family Member) - these terms are used interchangeably and shall include caregivers, a legal guardian or other person standing in loco parentis such as a grandparent or stepparent with whom the child lives, a person who is legally responsible for the child's welfare, or a legally appointed Education Decision Maker of a child participating in a Title I program.

Authority

The Board directs the district and each of its schools with a Title I program to:[1]

1. Conduct outreach to all parents and family members.
2. Include parents and family members in development of the district’s overall Title I Plan and process for school review and improvement.[3]
3. Include parents and family members in the development of the Title I Parent and Family Engagement Policy. Following adoption of the policy by the Board, the policy shall be:

    a. Distributed in writing to all parents and family members.

    b. Incorporated into the district's Title I Plan.[3]

    c. Posted to the district's publicly accessible website.[4]

d. Evaluated annually with parent and family involvement.

4. Provide opportunities and conduct meaningful collaborations with parents and family members in the planning and implementation of Title I programs, activities and procedures.

Accessibility

The district and each of its schools with a Title I program shall provide communications, information and school reports to parents and family members who are migrants or who have limited English proficiency, a disability, limited literacy, or racial and ethnic minority backgrounds, in a language they can understand.[1][5]

Delegation of Responsibility

The Superintendent or designee shall ensure that the district's Title I Parent and Family Engagement Policy, plan and programs comply with the requirements of federal law.[1][3]

The Superintendent or designee shall ensure that the district and its schools with Title I programs provide opportunities for the informed participation of parents and family members by providing resources, information and school reports in an understandable and uniform format or, upon request, in another format. Such efforts shall include:

1. Providing communications in clear and simple language.
2. Posting information for parents and family members on the district's website.
3. Including a telephone number for parents and family members to call with questions.
4. Partnering with community agencies which may include libraries, recreation centers, community-based organizations and faith-based organizations to assist in sharing information.

The building principal and/or Title I staff shall notify parents and family members of the existence of the Title I programs and provide:

1. An explanation of the reasons supporting their child's selection for the program.
2. A set of goals and expectations to be addressed.
3. A description of the services to be provided.
4. A copy of this policy and the School-Parent and Family Compact.[1]

Parents and family members shall actively carry out their responsibilities in accordance with this policy and the School-Parent and Family Compact. At a minimum, parents and family members shall be expected to:[1]

1. Volunteer in their child’s classroom.[6]
2. Support their child’s learning.
3. Participate, as appropriate, in decisions relating to the education of their child and positive use of extracurricular time.

Guidelines

Each district school operating a Title I program shall hold an annual meeting of parents and family members at a convenient time, to explain the goals and purposes of Title I programs and to inform them of their right to be involved. Parents and family members shall be given the opportunity to participate in the design, development, operation and evaluation of the program. Parents and family

members shall be encouraged to participate in planning activities, to offer suggestions, and to ask questions regarding policies and programs.[1]

The schools with Title I programs shall offer a flexible number of meetings which shall be held at various times of the morning and evening. Title I funds may be used to enable parent and family member attendance at meetings through payment of transportation, child care costs or home visits. [1]

The schools shall involve parents and family members in an organized, ongoing and timely way, in the planning, review and improvement of Title I programs, the Title I Parent and Family Engagement Policy and the joint development of the Title I Plan.[1][3]

At these meetings, parents and family members shall be provided:[1]

1. Timely information about programs provided under Title I.

2. Description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress, and the achievement levels of the academic standards.

3. Opportunities to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children.

To ensure the continuous engagement of parents and family members in the joint development of the Title I Plan and with the school support and improvement process, the district shall:

Establish meaningful, ongoing two-way communication between the district, staff and parents and family members.

Communicate with parents and family members about the plan and seek their input and participation through the use of newsletters, the district website, email, telephone, parent and teacher conferences, and home visits if needed.

Post school performance data on the district's website.

Distribute and discuss the School-Parent and Family Compact.

If the Title I Plan is not satisfactory to parents and family members, the district shall submit any parent or family member comments with the plan when the school makes the plan available to the Board.[1][3]

Building Capacity for Parent and Family Engagement

The district shall provide the coordination, technical assistance, and other support necessary to assist and build the capacity of all participating schools in planning and implementing effective parent and family involvement activities to improve academic achievement and school performance through:[1]

1. Providing assistance to parents and family members in understanding such topics as the academic standards, state and local academic assessments, the requirements of parent and family involvement, how to monitor a child's progress and work with teachers to improve the achievement of their children.[2][7]

2. Providing material and training to help parents and family members work with their children to improve academic achievement and to foster parent and family engagement, such as:

    a. Scheduling trainings in different locations on a variety of topics including how to support their child in school, literacy, school safety, cultural diversity and conflict resolution.

b. Using technology, including education about the harms of copyright piracy, as appropriate.[8]

c. Providing information, resources and materials in a user friendly format.

d. Providing, as requested by a parent or family member, other reasonable support for parent and family engagement activities.

3. Educating teachers, specialized instructional support personnel, principals and other school leaders and staff, with the assistance of parents and family members, on the value and usefulness of contributions of parents and family members and in how to reach out to, communicate with, and work with them as equal partners, implement and coordinate parent and family programs, and build ties between parents and family members and the school.[9]

4. To the extent feasible and appropriate, coordinating and integrating Title I parent and family involvement efforts and activities with other federal, state and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents and family members in more fully participating in the education of their children.[1][5][10][11][12][13][14][15]

5. Engage the PTA/PTO to actively seek out and involve parents and family members through regular updates, information sessions and assistance with the identification of effective communication strategies.

Coordinating Parent and Family Engagement Strategies

The district shall coordinate and integrate Title I parent and family engagement strategies with other parent and family engagement strategies required by federal, state, and local laws by:[1][5][10][11][12][13][14][15]

1. Involving district and program representatives to assist in identifying specific parent and family member needs.

2. Sharing data from other programs to assist in developing initiatives to advance academic achievement and school improvement.

Annual Parent and Family Engagement Policy Evaluation

The district shall conduct, with meaningful participation of parents and family members, an annual evaluation of the content and effectiveness of this policy in improving the academic quality of all district schools with a Title I program.[1]

The evaluation shall identify:[1]

1. Barriers to parent and family member participation, with particular attention to those who are migrants, are economically disadvantaged, have a disability, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority.

2. The needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers.

3. Strategies to support successful school and parent and family interactions.

The evaluation shall be conducted through documentation of parent and family member input regarding Title I programs and activities from throughout the year.

The district shall use the findings of the annual evaluation to design evidence-based strategies for more effective parent and family engagement, and to revise, if necessary, the district's Title I Parent

and Family Engagement Policy.[1]

School-Parent and Family Compact

Each school in the district receiving Title I funds shall jointly develop with parents and family members a School-Parent and Family Compact outlining the manner in which parents and family members, the entire school staff and students will share responsibility for improved student academic achievement and the means by which the school and parents and family members will build and develop partnerships to help children achieve the state's academic standards. The compact shall:[1]

1. Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment, enabling students in Title I programs to meet the academic standards.

2. Describe the ways in which parents and family members will be responsible for supporting their child's learning; volunteering in the classroom; and participating, as appropriate, in decisions related to their child's education and positive use of extracurricular time.[6]

3. Address the importance of ongoing two-way, meaningful communication between parents/family members and teachers through, at a minimum, annual parent-teacher conferences at the elementary level, frequent reports to parents and family members on their child's progress, reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities.[6]

Title I Funds

Unless exempt by law, the district shall reserve at least one percent (1%) of its Title I funds to assist schools in conducting parent and family engagement activities. Parents and family members shall be involved in the decisions regarding how the Title I reserved funds are used for parent and family engagement activities.[1]

Not less than ninety percent (90%) of the reserved funds shall be distributed to district schools with a Title I program, with priority given to high need schools. The district shall use the Title I reserved funds to conduct activities and strategies consistent with this policy, including[1] engaging in any other activities and strategies that the district determines are appropriate and consistent with this policy.

Documentation of Parent and Family Engagement Practices

Documentation to track the implementation of this policy is an essential part of compliance and may include, but not be limited to, sign–in sheets at workshops, meetings and conferences; schedules, training and informational materials; communications and brochures; and meeting notes.

Legal

1. 20 U.S.C. 6318
2. Pol. 102
3. 20 U.S.C. 6312
4. 24 P.S. 510.2
5. Pol. 138
6. Pol. 916
7. Pol. 127
8. Pol. 814
9. Pol. 333
10. 20 U.S.C. 7845
11. 29 U.S.C. 3271 et seq
12. 29 U.S.C. 701 et seq
13. 42 U.S.C. 11301 et seq
14. 42 U.S.C. 9831 et seq
15. Pol. 212

School-Level Parent And Family Engagement Policy.docx (28 KB)

TITLE I PARENTAL INVOLVEMENT POLICY

The Northern Bedford School District's Title I Program is committed to the belief that all children can learn and acknowledge that parents/guardians share Title I's commitment to the educational success of their children.

We recognize that a child's education is a responsibility shared by the school, family, and that parents/guardians must be involved as knowledgeable partners.

We define parental involvement as an on-going process that assists parents/guardians to meet their basic obligation as their child's first educator, promotes clear two-way dialogue between home and school, and supports parents/guardians as decision makers concerning the education of their children.

To this end, a written Title I plan for Title I parental involvement has been developed by parents/ guardians and school staff.

Parental involvement activities will include but are not limited to:

1. An annual general meeting, Meet and Greet Open House, and PTO meetings can be utilized to involve parents/guardians in the planning, review, and improvement of the school's Parental Involvement Policy.

2. An annual general meeting will be held to inform parents/guardians about Title I program requirements and parents'/guardians' rights to be involved.

3. Parental workshops, meetings, and conferences will be scheduled at a variety of times to enable Title I parents/guardians to attend.

4. Parents/Guardians will be afforded the opportunity to provide input into the Title I program through scheduled meetings regarding planning, review, and improvement of the school's Title I program. A detailed letter and posting on the NBC Elementary web page calendar will be used to notify parents/guardians. An annual meeting prior to the development of the Title I application will be held to provide parents/guardians with the opportunity for input into the application. Parents/Guardians will receive information regarding the district assessments as well as the various activities planned. An evaluation will be completed with recommendations used to implement changes.

5. Parents/Guardians will receive progress reports four (4) times per year via report card distribution. Curricula and assessments used are discussed at parental conferences, various Title I parental meetings, and workshops.

6. Assistance in understanding the state's academic content standards and student achievement standards, local academic assessments, and how to monitor your child's progress will be provided through parental workshops, annual spring application meetings and parental conferences.

7. Parents/Guardians are afforded the opportunity to request special meetings, as appropriate, relating to decisions regarding the education of their children.

8. If parents/guardians make special requests for meetings to formulate suggestions and to participate in decisions relating to the education of their children, they should contact the building principal.

9. The Home/School Compact will be reviewed by parents/guardians, teachers, and children each year at the annual general meeting and spring application meeting.

10. Materials and training will be provided to help parents/guardians work with their children to improve academic achievement through workshops, make and takes, and conferences.

11. Through school faculty meetings, staff may receive training on how to assist parents: how to reach out to, communicate with, and work with parents as partners; and build ties between parents and school.

Northern Bedford County School District

Cash Balances

Fiscal Year: 2019-2020

Date Range: 07/01/2019 - 09/10/2019

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
10.0101.000.000.00.00.00.000	GENERAL FUND CASH	4,782,934.16	2,275,763.03	2,343,927.37	4,714,769.82
10.0113.000.000.00.00.00.000	PSERS STABILIZATION FUND	1,892,807.56			1,892,807.56
31.0107.000.000.00.00.00.000	PLGIT - CAPITAL RESERVE	1,325,746.24		47700.00	1,278,046.24
51.0102.000.000.00.00.00.000	FOOD SERVICE CASH	25,815.78	22,853.99	3,648.92	45,020.85
81.0106.000.000.00.00.00.000	ACTIVITY FUND CASH	58,355.78	3,578.98	4,516.35	57,418.41
81.0111.000.000.00.00.00.000	ACTIVITY FUND - CD -PSDLAF	75,000.00			75,000.00
		8,160,659.52	2,302,196.00	2,399,792.64	8,063,062.88

End of Report

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 08/14/2019 To Date: 09/10/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
3-C ENTERPRISES					
	60299	GENERAL FUND	OPERATION OF BUILDING SERVICE	RENTAL EQUIPT	$260.00
ABS EQUIPMENT SERVICES LLC					
	60300	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$325.00
ACTION DRIVEN EDUCATION LLC					
	60301	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TEXTBOOKS	$1,084.00
AL GODISSART					
	60243	GENERAL FUND	ATHLETICS	OFFICIALS	$35.00
	60275	GENERAL FUND	ATHLETICS	OFFICIALS	$45.00
			Total for AL GODISSART		$80.00
AMERICAN UNITED LIFE INSURANCE CO					
	60302	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	LIFE INSURANCE	$642.50
AMICK'S CREATIVE DESIGNS					
	60244	GENERAL FUND	ATHLETICS	SUPPLIES	$425.00
APPALACHIA INTERMEDIATE UNIT 08					
	60303	GENERAL FUND	INSTRUCTIONAL PROGRAMS	DUES AND FEES	$3,593.30
	60303	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$500.00
	60303	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$5,340.00
	60303	GENERAL FUND	LEARNING SUPPORT - PUBLIC	DUES AND FEES	$250.00
			Total for APPALACHIA INTERMEDIATE UNIT 08		$9,683.30
APPALACHIAN HARDWOOD LUMBER COMPANY					
	60304	GENERAL FUND	BUILDING CONTRUCTION OCC	SUPPLIES	$1,948.20
BEDFORD GAZETTE					
	60305	GENERAL FUND	BOARD SERVICES	ADVERTISING	$70.21
BEDFORD SOMERSET HEALTH CONSORTIUM					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	MEDICAL INSURANCE	$502.95

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 08/14/2019 To Date: 09/10/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB HEALTH PREMIUMS	$4,335.02
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	MEDICAL INSURANCE	$121,132.12
			Total for BEDFORD SOMERSET HEALTH CONSORTIUM		$125,970.09
BRIAN BRODE					
	60245	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
	60281	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
			Total for BRIAN BRODE		$95.00
CALEB MOSES					
	60246	GENERAL FUND	ATHLETICS	OFFICIALS	$35.00
	60247	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
	60276	GENERAL FUND	ATHLETICS	OFFICIALS	$45.00
	60282	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
			Total for CALEB MOSES		$187.50
CAMCO PHYSICAL AND OCCUPATIONAL THERAPY					
	60306	GENERAL FUND	OTHER SUPPORT	PROFESSIONAL ED SERVICES-OTHER	$1,157.30
CARBAUGH BUS LLC					
	0	GENERAL FUND	ATHLETICS	STUD TRANS SERV OTHR SOURCES	$243.20
	0	GENERAL FUND	NONPUBLIC TRANSPORTATION	CONTRACTED CARRIERS	$1,290.00
	0	GENERAL FUND	STUDENT ACTIVITIES	STUD TRANS SERV OTHR SOURCES	$62.40
	0	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$22,131.68
			Total for CARBAUGH BUS LLC		$23,727.28
CAROLINA BIOLOGICAL SUPPLY COMPANY					
	60307	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$501.30
CENTRAL POLY CORP					
	60308	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$187.35
	60308	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$187.35

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 08/14/2019 To Date: 09/10/2019

			Total for CENTRAL POLY CORP		$374.70
CENTURYLINK					
	60241	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$959.52
CLEARFIELD WHOLESALE PAPER CO					
	60309	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$499.43
CM REGENT, LLC					
	60310	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	INCOME PROTECTION INSURANCE	$732.48
CODY WILSON					
	60248	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
COMMONWEALTH CHARTER ACADEMY					
	60311	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON PA CHARTER SCHOOLS	$17,687.43
	60311	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$6,434.72
			Total for COMMONWEALTH CHARTER ACADEMY		$24,122.15
COMMUNICATIONS ASSOCIATES LLC					
	60242	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$1,955.00
CONNEY SAFETY					
	60312	GENERAL FUND	AUTO MECHANICS	SUPPLIES	$117.32
CONTRACT PAPER GROUP INC					
	60313	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$3,251.52
	60313	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	SUPPLIES	$690.24
	60313	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	SUPPLIES	$774.24
			Total for CONTRACT PAPER GROUP INC		$4,716.00
CROWN BENEFITS ADMINISTRATION					
	60314	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB VISION/DENTAL PREMIUMS	$61.68
	60314	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$34.50
			Total for CROWN BENEFITS ADMINISTRATION		$96.18
DELTA DENTAL OF PA					
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	DENTAL INSURANCE	$7,900.00
DERRY AREA SCHOOL DISTRICT					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 08/14/2019 To Date: 09/10/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60315	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$22,597.50
DILLING, BONNIE S					
	0	GENERAL FUND	INSTRU'L/CURRICLM DEVELOP SER	DUES AND FEES	$50.00
DOUG HENGST					
	60249	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
	60250	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
	60277	GENERAL FUND	ATHLETICS	OFFICIALS	$45.00
			Total for DOUG HENGST		$152.50
ED BEIDLE					
	60251	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
EDGENUITY, INC					
	60316	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	SUPPLIES	$550.00
EDITS					
	60317	GENERAL FUND	LEARNING SUPPORT - PUBLIC	SUPPLIES	$55.00
ENGLAND, GARY TODD					
	60252	GENERAL FUND	ATHLETICS	OFFICIALS	$35.00
	60283	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
			Total for ENGLAND, GARY TODD		$82.50
FANELLI WILLETT LAW OFFICES					
	60318	GENERAL FUND	LEGAL SERVICES	OTHER PROFESSIONAL SERVICES	$375.00
FISHER, LAURA					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$630.00
FP MAILING SOLUTIONS					
	0	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$2,000.00
	60319	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	RENTAL EQUIPT	$132.00
			Total for FP MAILING SOLUTIONS		$2,132.00
GILLILAND, JASON					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 08/14/2019 To Date: 09/10/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60253	GENERAL FUND	ATHLETICS	OFFICIALS	$35.00
	60278	GENERAL FUND	ATHLETICS	OFFICIALS	$45.00
			Total for GILLILAND, JASON		$80.00
GOJMERAC, CHARLES					
	60284	GENERAL FUND	ATHLETICS	OFFICIALS	$75.00
GRAINGER					
	60320	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$244.40
HALMO, MARTIN					
	60254	GENERAL FUND	ATHLETICS	OFFICIALS	$35.00
HILEMAN, TIMOTHY G					
	60321	GENERAL FUND	LEARNING SUPPORT - PUBLIC	TRAVEL/EXPENSES	$340.81
HUNTINGDON WRESTLING BOOSTER CLUB					
	60255	GENERAL FUND	ATHLETICS	DUES AND FEES	$300.00
INTERBORO PACKAGING CORPORATION					
	60322	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$256.40
	60322	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$256.40
			Total for INTERBORO PACKAGING CORPORATION		$512.80
J.C.EHRLICH CO., INC					
	60323	GENERAL FUND	OPERATION OF BUILDING SERVICE	EXTERMINATION SERVICES	$221.00
J.W. PEPPER					
	60324	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$183.90
	60324	GENERAL FUND	STUDENT ACTIVITIES	SUPPLIES	$1,067.03
			Total for J.W. PEPPER		$1,250.93
JANITORS SUPPLY INC					
	60325	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$0.00
	60325	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$6,889.97
			Total for JANITORS SUPPLY INC		$6,889.97
KEVIN REED					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 08/14/2019 To Date: 09/10/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60256	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
KLOCK, ROBERT					
	60285	GENERAL FUND	ATHLETICS	OFFICIALS	$130.00
KURTZ BROS					
	60326	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$864.06
LEARNING LAMP					
	60327	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$1,399.04
LEIDY TRANSPORTATION LLC					
	0	GENERAL FUND	NONPUBLIC TRANSPORTATION	CONTRACTED CARRIERS	$855.90
	0	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$32,579.79
			Total for LEIDY TRANSPORTATION LLC		$33,435.69
LICHTY, LARISSA					
	60257	GENERAL FUND	ATHLETICS	OFFICIALS	$70.00
LONNIE BUTTRY					
	60258	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
	60286	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
			Total for LONNIE BUTTRY		$95.00
MALWAREBYTES					
	60328	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$9,725.00
MARTIN OIL COMPANY					
	60329	GENERAL FUND	VEHICLE OPER/MAINT SERVICES	GASOLINE	$850.27
MATHESON TRI-GAS INC					
	60330	GENERAL FUND	AGRICULTURE/HORTICULTURE	SUPPLIES	$97.04
	60330	GENERAL FUND	TRADE AND INDUSTRIAL EDUCATIO	SUPPLIES	$97.03
			Total for MATHESON TRI-GAS INC		$194.07
MCKNIGHT, KAREN J					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 08/14/2019 To Date: 09/10/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$1,260.00
MERVAC PLUMBING & HEATING INC					
	60331	GENERAL FUND	OPERATION OF BUILDING SERVICE	REPAIRS/MAINTENANCE EQUIPMENT	$3,171.08
MIKE PRICE					
	60259	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
	60260	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
			Total for MIKE PRICE		$107.50
MOBYMAX					
	60332	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$4,990.00
MOORE, DOUGLAS					
	60287	GENERAL FUND	ATHLETICS	OFFICIALS	$75.00
NBC FOOD SERVICE					
	60333	GENERAL FUND	BOARD SERVICES	ADVERTISING	$59.92
	60333	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	TRAVEL/EXPENSES	$94.50
			Total for NBC FOOD SERVICE		$154.42
NEW ENTERPRISE RURAL ELECTRIC					
	60334	GENERAL FUND	OPERATION OF BUILDING SERVICE	ELECTRICITY	$4,731.40
PA PRINCIPALS ASSOCIATION					
	60335	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	DUES AND FEES	$595.00
PEARSON EDUCATION					
	60336	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$23.08
PIONEER ATHLETICS					
	60337	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$4,335.35
PYRAMID HEALTHCARE INC					
	60338	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$2,750.00
RICOH USA, INC					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 08/14/2019 To Date: 09/10/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60339	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$62.74
	60339	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$762.96
	60339	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$134.64
	60339	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$355.51
			Total for RICOH USA, INC		$1,315.85
ROD BRUMBAUGH					
	60261	GENERAL FUND	ATHLETICS	OFFICIALS	$35.00
	60262	GENERAL FUND	ATHLETICS	OFFICIALS	$70.00
	60288	GENERAL FUND	ATHLETICS	OFFICIALS	$120.00
			Total for ROD BRUMBAUGH		$225.00
ROD SIPES					
	60263	GENERAL FUND	ATHLETICS	OFFICIALS	$35.00
	60264	GENERAL FUND	ATHLETICS	OFFICIALS	$70.00
			Total for ROD SIPES		$105.00
RON KOPPENHAVER					
	60265	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
RONAN, MICHAEL					
	60289	GENERAL FUND	ATHLETICS	OFFICIALS	$0.00
RUMBAUGH, MICHAEL					
	60266	GENERAL FUND	ATHLETICS	OFFICIALS	$55.00
RUMBAUGH, TYLER					
	60267	GENERAL FUND	ATHLETICS	OFFICIALS	$55.00
SANDRA BROWN					
	60340	GENERAL FUND	TAX ASSESSMT COLLECTN SERVICE	POSTAGE	$60.00
SCHOOL SAVERS					
	60341	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$120.90
SCHOOLMATE					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 08/14/2019 To Date: 09/10/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60342	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$0.00
	60342	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	SUPPLIES	$729.00
			Total for SCHOOLMATE		$729.00
SEL-LO OIL INC.					
	60343	GENERAL FUND	OPERATION OF BUILDING SERVICE	OIL	$13,912.50
SFU MEN'S VOLLEYBALL TEAM					
	60268	GENERAL FUND	ATHLETICS	DUES AND FEES	$195.00
SOCCER.COM					
	60269	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$143.54
	60279	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$76.06
			Total for SOCCER.COM		$219.60
SOMERSET AREA SCHOOL DISTRICT					
	60344	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TUIT APS, PRRI, DETENTION CTR	$1,462.07
SOURCEWELL TECHNOLOGY					
	60345	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$2,625.00
SPORTSMANS					
	60270	GENERAL FUND	ATHLETICS	SUPPLIES	$276.95
	60280	GENERAL FUND	ATHLETICS	SUPPLIES	$369.74
			Total for SPORTSMANS		$646.69
STATE CHEMICAL COMPANY					
	60346	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$306.70
STATEWIDE TAX RECOVERY INC					
	0	GENERAL FUND	ACCRUED SALARIES AND BENEFITS	Undesignated	$539.18
	0	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$52.62
			Total for STATEWIDE TAX RECOVERY INC		$591.80
STUART, MICHAEL					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 08/14/2019 To Date: 09/10/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60290	GENERAL FUND	ATHLETICS	OFFICIALS	$130.00
SUBURBAN PROPANE					
	60347	GENERAL FUND	OPERATION OF BUILDING SERVICE	BOTTLED GAS	$17.78
SUTER, SHANE					
	60271	GENERAL FUND	ATHLETICS	OFFICIALS	$70.00
	60291	GENERAL FUND	ATHLETICS	OFFICIALS	$120.00
			Total for SUTER, SHANE		$190.00
THACH, SEN					
	60292	GENERAL FUND	ATHLETICS	OFFICIALS	$75.00
THE HITE COMPANY					
	60348	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$167.40
THE PA CYBER CHARTER SCHOOL					
	60349	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON PA CHARTER SCHOOLS	$5,895.81
	60349	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$9,652.07
			Total for THE PA CYBER CHARTER SCHOOL		$15,547.88
TIM ROUGH					
	60272	GENERAL FUND	ATHLETICS	OFFICIALS	$35.00
	60293	GENERAL FUND	ATHLETICS	OFFICIALS	$125.00
	60298	GENERAL FUND	ATHLETICS	OFFICIALS	$55.00
			Total for TIM ROUGH		$215.00
TOUCHTONE COMMUNICATIONS					
	60350	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$20.30
TYLER TECHNOLOGIES					
	60351	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	DUES AND FEES	$400.00
VERIZON WIRELESS					
	60352	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$12.61
VEVERKA, JESSICA					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 08/14/2019 To Date: 09/10/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60273	GENERAL FUND	ATHLETICS	OFFICIALS	$0.00
	60294	GENERAL FUND	ATHLETICS	OFFICIALS	$55.00
	60295	GENERAL FUND	ATHLETICS	OFFICIALS	$125.00
			Total for VEVERKA, JESSICA		$180.00
VOLKWEIN BROS INC PITTSBU					
	60353	GENERAL FUND	STUDENT ACTIVITIES	SUPPLIES	$220.29
WARD'S SCIENCE					
	60354	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$19.97
WATSON SUPPLY INC					
	60355	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$2,158.00
WEAVER'S SANITATION SVC, INC					
	60356	GENERAL FUND	OPERATION OF BUILDING SERVICE	DISPOSAL SERVICES	$810.00
WELLS FARGO VENDOR					
	60357	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$49.88
	60357	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$847.86
	60357	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$149.64
	60357	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$282.62
			Total for WELLS FARGO VENDOR		$1,330.00
WERT BOOKBINDING INC					
	60358	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TEXTBOOKS	$489.35
WEX BANK					
	60359	GENERAL FUND	VEHICLE OPER/MAINT SERVICES	GASOLINE	$18.86
WOLF, WILLIAM					
	60274	GENERAL FUND	ATHLETICS	OFFICIALS	$75.00
			Total for GENERAL FUND		$358,102.38

Fund: 31 CAPITAL RESERVE PROJECTS FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
MERVAC PLUMBING & HEATING INC					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 08/14/2019 To Date: 09/10/2019

Fund: 31 CAPITAL RESERVE PROJECTS FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	0	CAPITAL RESERVE PROJECTS FUND	SITE IMPROVEMENT SERVICES	LAND AND IMPROVEMENTS	$47,700.00
			Total for CAPITAL RESERVE PROJECTS FUND		$47,700.00

Fund: 51 FOOD SERVICE

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
ABCO FIRE PROTECTION, INC					
	17803	FOOD SERVICE	FOOD SERVICES	REPAIRS & MAINTENANCE SERVCS	$291.85
CROWN BENEFITS ADMINISTRATION					
	60314	FOOD SERVICE	PAYROLL DEDUCT. & WITHHOLDINGS	EYE CARE INSURANCE	$1,328.94
FEESERS INC					
	17804	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$2,223.15
GRINE, JULIE L					
	17805	FOOD SERVICE	SUMMER RECREATION	MISCELLANEOUS EXPENDITURES	$99.95
HEARTLAND PAYMENT SYSTEMS					
	17806	FOOD SERVICE	FOOD SERVICES	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$400.00
MCCAULEY, BARBRA					
	17807	FOOD SERVICE	SUMMER RECREATION	MISCELLANEOUS EXPENDITURES	$125.00
NBC GENERAL FUND					
	17808	FOOD SERVICE	FOOD SERVICES	FOOD	$57.58
	17808	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$49.40
			Total for NBC GENERAL FUND		$106.98
SNA					
	17809	FOOD SERVICE	FOOD SERVICES	MISCELLANEOUS EXPENDITURES	$157.00
WEIDLER, KELLEY A					
	17810	FOOD SERVICE	SUMMER RECREATION	MISCELLANEOUS EXPENDITURES	$49.99
			Total for FOOD SERVICE		$4,782.86

Fund: 81 ACTIVITY FUND

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 08/14/2019 To Date: 09/10/2019

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
ETIDES					
	0	ACTIVITY FUND	SALES TAX	NON-CATEGORICAL	$1,031.36
FORT PIPER PRINTS					
	38909	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$35.00
NBC GENERAL FUND					
	38910	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$561.56
				Total for ACTIVITY FUND	$1,627.92
				Grand Total:	$412,213.16

Recap for FUND for GENERAL FUND

10	GENERAL FUND	$358,102.38
31	CAPITAL RESERVE PROJECTS F	$47,700.00
51	FOOD SERVICE	$4,782.86
81	ACTIVITY FUND	$1,627.92

End of Report

General Ledger - FUND 10 - MAJOR OBJECT ONLY

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:8/31/2019

FUND / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
10 - GENERAL FUND						
100 - PERSONAL SERVICES - SALARIES	$6,119,602.95	$177,279.23	$177,279.23	$5,665,362.98	$276,960.74	4.53%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$4,326,658.62	$301,542.71	$301,542.71	$3,763,207.85	$261,908.06	6.05%
300 - PURCH PROFESS/TECH SERVICES	$581,679.95	$19,214.19	$19,214.19	$2,923.20	$559,542.56	96.19%
400 - PURCHASED PROPERTY SERVICES	$146,763.00	$29,097.06	$29,097.06	$55,166.08	$62,499.86	42.59%
500 - OTHER PURCHASED SERVICES	$1,475,964.79	$113,192.51	$113,192.51	$10,923.85	$1,351,848.43	91.59%
600 - SUPPLIES	$717,109.50	$120,162.60	$120,162.60	$166,566.60	$430,380.30	60.02%
700 - PROPERTY	$107,050.01	$2,088.70	$2,088.70	$0.00	$104,961.31	98.05%
800 - OTHER OBJECTS	$333,254.75	$36,462.53	$36,462.53	$3,135.00	$293,657.22	88.12%
900 - OTHER FINANCING USES	$552,243.75	$0.00	$0.00	$0.00	$552,243.75	100.00%
10 - GENERAL FUND Total:	$14,360,327.32	$799,039.53	$799,039.53	$9,667,285.56	$3,894,002.23	27.12%
Grand Total:	$14,360,327.32	$799,039.53	$799,039.53	$9,667,285.56	$3,894,002.23	27.12%

End of Report

General Ledger - FUND 10 MAJOR FUNCTION MAJOR OBJECT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:8/31/2019

FUND / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
10 - GENERAL FUND						
1000 - INSTRUCTION						
100 - PERSONAL SERVICES - SALARIES	$4,445,777.54	($5,190.05)	($5,190.05)	$4,267,941.17	$183,026.42	4.12%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$3,226,450.84	($56,321.26)	($56,321.26)	$2,874,586.78	$408,185.32	12.65%
300 - PURCH PROFESS/TECH SERVICES	$413,150.00	$7,889.95	$7,889.95	$0.00	$405,260.05	98.09%
400 - PURCHASED PROPERTY SERVICES	$43,000.00	$20,295.66	$20,295.66	$16,245.58	$6,458.76	15.02%
500 - OTHER PURCHASED SERVICES	$541,790.80	$9,926.23	$9,926.23	$0.00	$531,864.57	98.17%
600 - SUPPLIES	$296,173.01	$72,958.77	$72,958.77	$79,208.78	$144,005.46	48.62%
700 - PROPERTY	$53,000.01	$0.00	$0.00	$0.00	$53,000.01	100.00%
800 - OTHER OBJECTS	$22,171.00	($96.00)	($96.00)	$390.00	$21,877.00	98.67%
1000 - INSTRUCTION Total:	$9,041,513.20	$49,463.30	$49,463.30	$7,238,372.31	$1,753,677.59	19.40%
2000 - SUPPORTING SERVICES						
000 - NON-CATEGORICAL	$0.00	$954.00	$954.00	$0.00	($954.00)	100.00%
100 - PERSONAL SERVICES - SALARIES	$1,502,129.85	$174,351.78	$174,351.78	$1,256,249.94	$71,528.13	4.76%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$1,055,545.99	$108,411.68	$108,411.68	$856,015.04	$91,119.27	8.63%
300 - PURCH PROFESS/TECH SERVICES	$100,360.95	$8,514.24	$8,514.24	$2,295.70	$89,551.01	89.23%
400 - PURCHASED PROPERTY SERVICES	$94,253.00	$8,801.40	$8,801.40	$38,920.50	$46,531.10	49.37%
500 - OTHER PURCHASED SERVICES	$906,523.99	$103,141.48	$103,141.48	$10,923.85	$792,458.66	87.42%
600 - SUPPLIES	$385,986.49	$37,196.82	$37,196.82	$83,615.23	$265,174.44	68.70%
700 - PROPERTY	$12,000.00	$0.00	$0.00	$0.00	$12,000.00	100.00%
800 - OTHER OBJECTS	$29,130.00	$36,413.53	$36,413.53	$1,795.00	($9,078.53)	-31.17%
2000 - SUPPORTING SERVICES Total:	$4,085,930.27	$477,784.93	$477,784.93	$2,249,815.26	$1,358,330.08	33.24%
3000 - OPERAT NONINSTRUCTNL SERVICES						
100 - PERSONAL SERVICES - SALARIES	$171,695.56	$8,117.50	$8,117.50	$141,171.87	$22,406.19	13.05%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$44,266.81	$3,395.34	$3,395.34	$32,606.03	$8,265.44	18.67%
300 - PURCH PROFESS/TECH SERVICES	$68,169.00	$2,810.00	$2,810.00	$627.50	$64,731.50	94.96%
400 - PURCHASED PROPERTY SERVICES	$9,510.00	$0.00	$0.00	$0.00	$9,510.00	100.00%
500 - OTHER PURCHASED SERVICES	$27,650.00	$124.80	$124.80	$0.00	$27,525.20	99.55%
600 - SUPPLIES	$34,950.00	$10,007.01	$10,007.01	$3,742.59	$21,200.40	60.66%
700 - PROPERTY	$10,050.00	$2,088.70	$2,088.70	$0.00	$7,961.30	79.22%
800 - OTHER OBJECTS	$6,785.00	$145.00	$145.00	$950.00	$5,690.00	83.86%
3000 - OPERAT NONINSTRUCTNL SERVICES Total:	$373,076.37	$26,688.35	$26,688.35	$179,097.99	$167,290.03	44.84%
4000 - FACILTES ACQUIST/CONSTRUC SER						
700 - PROPERTY	$32,000.00	$0.00	$0.00	$0.00	$32,000.00	100.00%
4000 - FACILTES ACQUIST/CONSTRUC SER Total:	$32,000.00	$0.00	$0.00	$0.00	$32,000.00	100.00%
5000 - FINANCING USES						
800 - OTHER OBJECTS	$275,168.75	$0.00	$0.00	$0.00	$275,168.75	100.00%

General Ledger - FUND 10 MAJOR FUNCTION MAJOR OBJECT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:8/31/2019

FUND / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
900 - OTHER FINANCING USES	$552,243.75	$0.00	$0.00	$0.00	$552,243.75	100.00%
5000 - FINANCING USES Total:	$827,412.50	$0.00	$0.00	$0.00	$827,412.50	100.00%
6000 - REVENUE FROM LOCAL SOURCES						
000 - NON-CATEGORICAL	($4,238,836.00)	($619,560.37)	($619,560.37)	$0.00	($3,619,275.63)	85.38%
6000 - REVENUE FROM LOCAL SOURCES Total:	($4,238,836.00)	($619,560.37)	($619,560.37)	$0.00	($3,619,275.63)	85.38%
7000 - REVENUE FROM STATE SOURCES						
000 - NON-CATEGORICAL	($9,343,029.11)	($1,411,894.66)	($1,411,894.66)	$0.00	($7,931,134.45)	84.89%
7000 - REVENUE FROM STATE SOURCES Total:	($9,343,029.11)	($1,411,894.66)	($1,411,894.66)	$0.00	($7,931,134.45)	84.89%
8000 - REVENUE FROM FEDERAL SOURCES						
000 - NON-CATEGORICAL	($344,851.00)	($28,531.61)	($28,531.61)	$0.00	($316,319.39)	91.73%
8000 - REVENUE FROM FEDERAL SOURCES Total:	($344,851.00)	($28,531.61)	($28,531.61)	$0.00	($316,319.39)	91.73%
10 - GENERAL FUND Total:	$433,216.23	($1,506,050.06)	($1,506,050.06)	$9,667,285.56	($7,728,019.27)	-1783.87%
Grand Total:	$433,216.23	($1,506,050.06)	($1,506,050.06)	$9,667,285.56	($7,728,019.27)	-1783.87%

End of Report

General Ledger - FUND 31 - CAPITAL RESERVE BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:9/10/2019

SUBJECT / FUNCTION / OBJECT	Range To Date	Year To Date
00 - NON CLASS SUBJT		
0107 - PLGIT - CAPITAL RESERVE		
000 - NON-CATEGORICAL	($47,700.00)	($47,700.00)
4200 - SITE IMPROVEMENT SERVICES		
710 - LAND AND IMPROVEMENTS	$47,700.00	$47,700.00
00 - NON CLASS SUBJT Total:	$0.00	$0.00
Grand Total:	$0.00	$0.00

End of Report

Student Activities Summary Report

Fiscal Year: 2019-2020

From: 7/1/2019 To: 9/30/2019

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
000 NON-CLASS BYJOB	133,355.78	.00	(133,355.78)	.00	.00	.00
000 NON-CLASS BYJOB	133,355.78	.00	(133,355.78)	.00	.00	.00
105 FOOTBALL CHEERLEADERS	.00	.00	5,065.69	5,065.69	(4,441.49)	624.20
106 WINTER CHEERLEADERS	.00	.00	671.21	671.21	.00	671.21
107 POP MACHINE	.00	.00	10,064.82	10,064.82	.00	10,064.82
141 CLASS OF 2016	.00	.00	.00	.00	.00	.00
142 CLASS OF 2017	.00	.00	.00	.00	.00	.00
144 CLASS OF 2018	.00	.00	1,766.06	1,766.06	.00	1,766.06
145 CLASS OF 2019	.00	.00	922.02	922.02	.00	922.02
146 CLASS OF 2020	.00	.00	2,519.17	2,519.17	(100.00)	2,419.17
147 CLASS OF 2021	.00	.00	1,340.01	1,340.01	.00	1,340.01
148 CLASS OF 2022	.00	.00	729.98	729.98	.00	729.98
149 CLASS OF 2023	.00	.00	2,423.89	2,423.89	.00	2,423.89
150 CLASS OF 2024	.00	.00	2,418.35	2,418.35	.00	2,418.35
151 CLASS OF 2025	.00	.00	1,732.28	1,732.28	.00	1,732.28
152 CLASS OF 2026	.00	.00	1,224.70	1,224.70	.00	1,224.70
199 STUDENT BODY	.00	.00	9,250.29	9,250.29	.00	9,250.29
199 STUDENT BODY	.00	.00	9,250.29	9,250.29	.00	9,250.29
200 PROFESSNL-EDUC	.00	.00	.00	.00	.00	.00
201 BAND	.00	.00	2,638.68	2,638.68	(79.60)	2,559.08
210 CHORUS	.00	.00	5,900.99	5,900.99	(69.55)	5,831.44
211 MEISTERSINGERS	.00	.00	200.00	200.00	.00	200.00
213 PANTHER SHOW CHOIR	.00	.00	1,488.37	1,488.37	.00	1,488.37

Student Activities Summary Report

Fiscal Year: 2019-2020

From: 7/1/2019 To: 9/30/2019

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
214 PB & J	.00	.00	.00	.00	.00	.00
220 CONSERVATION	.00	.00	.00	.00	.00	.00
230 FBLA	.00	.00	810.00	810.00	.00	810.00
240 FFA	.00	.00	4,264.17	4,264.17	(599.22)	3,664.95
241 FFA DICK RICE GRADUATION AWARD	.00	.00	1,550.00	1,550.00	.00	1,550.00
250 FCCLA	.00	.00	1,294.06	1,294.06	.00	1,294.06
260 HORT CLUB	.00	.00	6,570.44	6,570.44	(300.00)	6,270.44
270 NAT'L HONOR SOC	.00	.00	507.99	507.99	.00	507.99
275 SHOOTING CLUB	.00	.00	3.73	3.73	.00	3.73
278 NBC AUTO CLUB	.00	.00	2,128.26	2,128.26	.00	2,128.26
279 ANGELS AMONG US	.00	.00	6,106.87	6,106.87	.00	6,106.87
280 PANTHER PURSE	.00	.00	4,615.54	4,615.54	.00	4,615.54
295 SADD	.00	.00	817.36	817.36	.00	817.36
300 SKI CLUB	.00	.00	1,044.19	1,044.19	.00	1,044.19
310 STUDENT COUNCIL	.00	.00	4.52	4.52	.00	4.52
320 TSA CLUB	.00	.00	253.72	253.72	.00	253.72
330 VARSITY CLUB	.00	.00	540.66	540.66	.00	540.66
340 YEARBOOK CLUB	.00	.00	26,622.49	26,622.49	(194.44)	26,428.05
342 PANTHER PARADISE	.00	.00	7,238.22	7,238.22	.00	7,238.22
345 NBC DANCE-A-THON	.00	.00	6,999.77	6,999.77	.00	6,999.77
346 ARCHERY CLUB	.00	.00	1,636.47	1,636.47	.00	1,636.47
347 SPANISH CLUB	.00	.00	273.66	273.66	.00	273.66
348 INTERACT CLUB	.00	.00	17.67	17.67	.00	17.67

Student Activities Summary Report

Fiscal Year: 2019-2020

From: 7/1/2019 To: 9/30/2019

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
350 MS ANNUAL CLUB	.00	.00	5,944.84	5,944.84	.00	5,944.84
360 BOX TOPS FOR EDUCATION	.00	.00	1,210.38	1,210.38	.00	1,210.38
361 HS STUDENT PRIDE	.00	.00	3.02	3.02	(70.00)	(66.98)
362 MS STUDENT PRIDE	.00	.00	1,603.87	1,603.87	(50.00)	1,553.87
400 ODYSSEY OF THE MIND	.00	.00	.00	.00	.00	.00
GRAND TOTALS	266,711.56	.00	(125,042.86)	141,668.70	(5,904.30)	135,764.40

End of Report

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:8/31/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
00 - NON-INST BLD-DW						
3250 - ATHLETICS						
121 - REGULAR SALARIES	$20,000.00	$3,333.34	$3,333.34	$16,666.66	$0.00	0.00%
131 - REGULAR SALARIES	$35,385.00	$1,005.00	$1,005.00	$29,350.00	$5,030.00	14.22%
211 - MEDICAL INSURANCE	$0.00	$10.16	$10.16	$5,029.50	($5,039.66)	100.00%
212 - DENTAL INSURANCE	$0.00	$0.00	$0.00	$784.88	($784.88)	100.00%
215 - EYE CARE INSURANCE	$0.00	$0.00	$0.00	$57.20	($57.20)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$4,236.98	$239.67	$239.67	$3,051.98	$945.33	22.31%
230 - RETIREMENT CONTRIBUTIONS	$3,588.45	$352.84	$352.84	$4,738.90	($1,503.29)	-41.89%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$0.00	$0.00	$9.61	($9.61)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$0.00	$0.00	$0.67	($0.67)	100.00%
260 - WORKMEN'S COMPENSATION	$304.66	$1,217.52	$1,217.52	$0.00	($912.86)	-299.63%
329 - PROFESSIONAL ED SERVICES-OTHER	$41,000.00	$0.00	$0.00	$0.00	$41,000.00	100.00%
519 - STUD TRANS SERV OTHR SOURCES	$25,000.00	$0.00	$0.00	$0.00	$25,000.00	100.00%
610 - SUPPLIES	$9,000.00	$0.00	$0.00	$0.00	$9,000.00	100.00%
00 - NON-INST BLD-DW Total:	$138,515.09	$6,158.53	$6,158.53	$59,689.40	$72,667.16	52.46%
60 - ALL SPORTS						
3250 - ATHLETICS						
580 - TRAVEL/EXPENSES	$700.00	$0.00	$0.00	$0.00	$700.00	100.00%
610 - SUPPLIES	$4,100.00	$1,369.52	$1,369.52	$721.80	$2,008.68	48.99%
810 - DUES AND FEES	$2,100.00	$0.00	$0.00	$0.00	$2,100.00	100.00%
60 - ALL SPORTS Total:	$6,900.00	$1,369.52	$1,369.52	$721.80	$4,808.68	69.69%
61 - BASEBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$190.00	$0.00	$0.00	$0.00	$190.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$14.54	$0.00	$0.00	$0.00	$14.54	100.00%
230 - RETIREMENT CONTRIBUTIONS	$65.15	$0.00	$0.00	$0.00	$65.15	100.00%
260 - WORKMEN'S COMPENSATION	$1.05	$0.00	$0.00	$0.00	$1.05	100.00%
331 - OFFICIALS	$1,810.00	$0.00	$0.00	$0.00	$1,810.00	100.00%
610 - SUPPLIES	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
761 - UNIFORMS	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
61 - BASEBALL Total:	$7,080.74	$0.00	$0.00	$0.00	$7,080.74	100.00%
62 - BOYS BASKETBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$11,725.00	$0.00	$0.00	$6,350.00	$5,375.00	45.84%
220 - SOCIAL SECURITY CONTRIBUTIONS	$896.98	$0.00	$0.00	$477.47	$419.51	46.77%
230 - RETIREMENT CONTRIBUTIONS	$1,527.62	$0.00	$0.00	$853.80	$673.82	44.11%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:8/31/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
260 - WORKMEN'S COMPENSATION	$64.51	$0.00	$0.00	$0.00	$64.51	100.00%
331 - OFFICIALS	$3,805.00	$0.00	$0.00	$0.00	$3,805.00	100.00%
332 - SECURITY	$448.00	$0.00	$0.00	$0.00	$448.00	100.00%
580 - TRAVEL/EXPENSES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
610 - SUPPLIES	$1,000.00	$0.00	$0.00	$0.00	$1,000.00	100.00%
810 - DUES AND FEES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
62 - BOYS BASKETBALL Total:	$19,667.11	$0.00	$0.00	$7,681.27	$11,985.84	60.94%
63 - GIRLS BASKETBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$12,655.00	$0.00	$0.00	$10,410.00	$2,245.00	17.74%
220 - SOCIAL SECURITY CONTRIBUTIONS	$968.12	$0.00	$0.00	$796.40	$171.72	17.74%
230 - RETIREMENT CONTRIBUTIONS	$2,786.07	$0.00	$0.00	$2,071.09	$714.98	25.66%
260 - WORKMEN'S COMPENSATION	$69.62	$0.00	$0.00	$0.00	$69.62	100.00%
331 - OFFICIALS	$3,625.00	$0.00	$0.00	$0.00	$3,625.00	100.00%
332 - SECURITY	$448.00	$0.00	$0.00	$0.00	$448.00	100.00%
580 - TRAVEL/EXPENSES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
610 - SUPPLIES	$1,000.00	$0.00	$0.00	$0.00	$1,000.00	100.00%
810 - DUES AND FEES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
63 - GIRLS BASKETBALL Total:	$21,751.81	$0.00	$0.00	$13,277.49	$8,474.32	38.96%
64 - Undesignated						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$300.00	$0.00	$0.00	$0.00	$300.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$22.95	$0.00	$0.00	$0.00	$22.95	100.00%
230 - RETIREMENT CONTRIBUTIONS	$102.87	$0.00	$0.00	$0.00	$102.87	100.00%
260 - WORKMEN'S COMPENSATION	$1.65	$0.00	$0.00	$0.00	$1.65	100.00%
64 - Undesignated Total:	$427.47	$0.00	$0.00	$0.00	$427.47	100.00%
65 - FOOTBALL CHEERLEADERS						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$2,580.00	$430.00	$430.00	$2,150.00	$0.00	0.00%
212 - DENTAL INSURANCE	$0.00	($1.56)	($1.56)	$14.58	($13.02)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$197.38	$31.83	$31.83	$159.37	$6.18	3.13%
230 - RETIREMENT CONTRIBUTIONS	$884.69	$147.45	$147.45	$737.25	($0.01)	0.00%
260 - WORKMEN'S COMPENSATION	$14.20	$0.00	$0.00	$0.00	$14.20	100.00%
610 - SUPPLIES	$500.00	$500.00	$500.00	$0.00	$0.00	0.00%
810 - DUES AND FEES	$75.00	$0.00	$0.00	$0.00	$75.00	100.00%
65 - FOOTBALL CHEERLEADERS Total:	$4,251.27	$1,107.72	$1,107.72	$3,061.20	$82.35	1.94%
66 - WINTER CHEERLEADERS						

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:8/31/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$2,130.00	$0.00	$0.00	$2,010.00	$120.00	5.63%
220 - SOCIAL SECURITY CONTRIBUTIONS	$162.95	$0.00	$0.00	$153.79	$9.16	5.62%
260 - WORKMEN'S COMPENSATION	$11.72	$0.00	$0.00	$0.00	$11.72	100.00%
610 - SUPPLIES	$500.00	$0.00	$0.00	$0.00	$500.00	100.00%
810 - DUES AND FEES	$75.00	$0.00	$0.00	$0.00	$75.00	100.00%
66 - WINTER CHEERLEADERS Total:	$2,879.67	$0.00	$0.00	$2,163.79	$715.88	24.86%
67 - FOOTBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$24,675.00	$1,650.83	$1,650.83	$20,094.17	$2,930.00	11.87%
220 - SOCIAL SECURITY CONTRIBUTIONS	$1,887.67	$123.75	$123.75	$1,403.29	$360.63	19.10%
230 - RETIREMENT CONTRIBUTIONS	$5,669.86	$566.06	$566.06	$3,006.60	$2,097.20	36.99%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$0.00	$0.00	$594.80	($594.80)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$0.00	$0.00	$41.73	($41.73)	100.00%
260 - WORKMEN'S COMPENSATION	$135.75	$0.00	$0.00	$0.00	$135.75	100.00%
331 - OFFICIALS	$6,760.00	$1,120.00	$1,120.00	$47.50	$5,592.50	82.73%
332 - SECURITY	$1,260.00	$0.00	$0.00	$0.00	$1,260.00	100.00%
430 - REPAIRS & MAINTENANCE SERVCS	$5,500.00	$0.00	$0.00	$0.00	$5,500.00	100.00%
580 - TRAVEL/EXPENSES	$50.00	$0.00	$0.00	$0.00	$50.00	100.00%
610 - SUPPLIES	$4,200.00	$3,675.87	$3,675.87	$372.95	$151.18	3.60%
761 - UNIFORMS	$2,350.00	$2,088.70	$2,088.70	$0.00	$261.30	11.12%
810 - DUES AND FEES	$550.00	($350.00)	($350.00)	$950.00	($50.00)	-9.09%
67 - FOOTBALL Total:	$53,038.28	$8,875.21	$8,875.21	$26,511.04	$17,652.03	33.28%
68 - BOYS SOCCER						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$7,650.00	$591.67	$591.67	$6,698.33	$360.00	4.71%
220 - SOCIAL SECURITY CONTRIBUTIONS	$585.24	$43.58	$43.58	$493.38	$48.28	8.25%
230 - RETIREMENT CONTRIBUTIONS	$2,132.84	$202.88	$202.88	$1,172.82	$757.14	35.50%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$0.00	$0.00	$91.64	($91.64)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$0.00	$0.00	$6.44	($6.44)	100.00%
260 - WORKMEN'S COMPENSATION	$42.09	$0.00	$0.00	$0.00	$42.09	100.00%
331 - OFFICIALS	$735.00	$400.00	$400.00	$130.00	$205.00	27.89%
610 - SUPPLIES	$800.00	($184.80)	($184.80)	$950.08	$34.72	4.34%
68 - BOYS SOCCER Total:	$11,945.17	$1,053.33	$1,053.33	$9,542.69	$1,349.15	11.29%
69 - GIRLS SOCCER						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$4,230.00	$655.00	$655.00	$3,275.00	$300.00	7.09%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:8/31/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
220 - SOCIAL SECURITY CONTRIBUTIONS	$323.60	$48.34	$48.34	$241.80	$33.46	10.34%
230 - RETIREMENT CONTRIBUTIONS	$102.87	$224.60	$224.60	$1,123.04	($1,244.77)	-1210.04%
260 - WORKMEN'S COMPENSATION	$23.27	$0.00	$0.00	$0.00	$23.27	100.00%
331 - OFFICIALS	$875.00	$450.00	$450.00	$120.00	$305.00	34.86%
610 - SUPPLIES	$600.00	$2,276.68	$2,276.68	$0.00	($1,676.68)	-279.45%
761 - UNIFORMS	$2,800.00	$0.00	$0.00	$0.00	$2,800.00	100.00%
69 - GIRLS SOCCER Total:	$8,954.74	$3,654.62	$3,654.62	$4,759.84	$540.28	6.03%
70 - SOFTBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$190.00	$0.00	$0.00	$0.00	$190.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$14.54	$0.00	$0.00	$0.00	$14.54	100.00%
230 - RETIREMENT CONTRIBUTIONS	$65.15	$0.00	$0.00	$0.00	$65.15	100.00%
260 - WORKMEN'S COMPENSATION	$1.05	$0.00	$0.00	$0.00	$1.05	100.00%
331 - OFFICIALS	$2,030.00	$0.00	$0.00	$0.00	$2,030.00	100.00%
610 - SUPPLIES	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
761 - UNIFORMS	$400.00	$0.00	$0.00	$0.00	$400.00	100.00%
70 - SOFTBALL Total:	$5,200.74	$0.00	$0.00	$0.00	$5,200.74	100.00%
71 - TRACK						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$3,700.00	$208.33	$208.33	$1,041.67	$2,450.00	66.22%
213 - LIFE INSURANCE	$0.00	$0.00	$0.00	$1.53	($1.53)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.00	$0.00	$1.92	($1.92)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$283.05	$15.26	$15.26	$76.30	$191.49	67.65%
230 - RETIREMENT CONTRIBUTIONS	$1,268.73	$71.44	$71.44	$357.20	$840.09	66.22%
260 - WORKMEN'S COMPENSATION	$20.35	$0.00	$0.00	$0.00	$20.35	100.00%
331 - OFFICIALS	$1,855.00	$0.00	$0.00	$0.00	$1,855.00	100.00%
610 - SUPPLIES	$3,000.00	$2,000.00	$2,000.00	$0.00	$1,000.00	33.33%
761 - UNIFORMS	$2,000.00	$0.00	$0.00	$0.00	$2,000.00	100.00%
810 - DUES AND FEES	$1,200.00	$0.00	$0.00	$0.00	$1,200.00	100.00%
71 - TRACK Total:	$13,327.13	$2,295.03	$2,295.03	$1,478.62	$9,553.48	71.68%
72 - VOLLEYBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$7,313.00	$243.33	$243.33	$6,036.67	$1,033.00	14.13%
213 - LIFE INSURANCE	$0.00	$0.00	$0.00	$0.57	($0.57)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.00	$0.00	$0.58	($0.58)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$559.45	$18.08	$18.08	$409.86	$131.51	23.51%
230 - RETIREMENT CONTRIBUTIONS	$1,304.05	$83.44	$83.44	$645.79	$574.82	44.08%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:8/31/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$0.00	$0.00	$308.86	($308.86)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$0.00	$0.00	$21.70	($21.70)	100.00%
260 - WORKMEN'S COMPENSATION	$40.23	$0.00	$0.00	$0.00	$40.23	100.00%
331 - OFFICIALS	$2,230.00	$840.00	$840.00	$330.00	$1,060.00	47.53%
610 - SUPPLIES	$500.00	$369.74	$369.74	$130.26	$0.00	0.00%
810 - DUES AND FEES	$285.00	$195.00	$195.00	$0.00	$90.00	31.58%
72 - VOLLEYBALL Total:	$12,231.73	$1,749.59	$1,749.59	$7,884.29	$2,597.85	21.24%
73 - WRESTLING						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$12,647.00	$0.00	$0.00	$11,280.00	$1,367.00	10.81%
220 - SOCIAL SECURITY CONTRIBUTIONS	$967.51	$0.00	$0.00	$859.95	$107.56	11.12%
230 - RETIREMENT CONTRIBUTIONS	$1,662.03	$0.00	$0.00	$1,289.34	$372.69	22.42%
260 - WORKMEN'S COMPENSATION	$69.57	$0.00	$0.00	$0.00	$69.57	100.00%
331 - OFFICIALS	$840.00	$0.00	$0.00	$0.00	$840.00	100.00%
332 - SECURITY	$448.00	$0.00	$0.00	$0.00	$448.00	100.00%
580 - TRAVEL/EXPENSES	$1,700.00	$0.00	$0.00	$0.00	$1,700.00	100.00%
610 - SUPPLIES	$500.00	$0.00	$0.00	$0.00	$500.00	100.00%
810 - DUES AND FEES	$2,300.00	$300.00	$300.00	$0.00	$2,000.00	86.96%
73 - WRESTLING Total:	$21,134.11	$300.00	$300.00	$13,429.29	$7,404.82	35.04%
Grand Total:	$327,305.06	$26,563.55	$26,563.55	$150,200.72	$150,540.79	45.99%

End of Report

General Ledger - FUND 51 - FOOD SERVICE - BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:8/31/2019

FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance
0102 - FOOD SERVICE CASH					
000 - NON-CATEGORICAL	$0.00	$19,205.07	$19,205.07	$0.00	($19,205.07)
0402 - INTERFUND ACCOUNTS PAYABLE					
000 - NON-CATEGORICAL	$0.00	($13,575.10)	($13,575.10)	$0.00	$13,575.10
0462 - PAYROLL DEDUCT. & WITHHOLDINGS					
215 - EYE CARE INSURANCE	$0.00	$2,710.24	$2,710.24	$0.00	($2,710.24)
3100 - FOOD SERVICES					
150 - OFFICE/CLERICAL	$0.00	$0.00	$0.00	$24,583.60	($24,583.60)
190 - INSTRUCTIONAL ASST	$0.00	$7,469.24	$7,469.24	$49,584.14	($57,053.38)
211 - MEDICAL INSURANCE	$0.00	$0.00	$0.00	$51,301.50	($51,301.50)
212 - DENTAL INSURANCE	$0.00	$59.20	$59.20	$415.20	($474.40)
213 - LIFE INSURANCE	$0.00	$69.40	$69.40	$333.00	($402.40)
214 - INCOME PROTECTION INSURANCE	$0.00	$47.62	$47.62	$246.81	($294.43)
215 - EYE CARE INSURANCE	$0.00	$86.80	$86.80	$435.36	($522.16)
220 - SOCIAL SECURITY CONTRIBUTIONS	$0.00	$571.40	$571.40	$5,563.66	($6,135.06)
230 - RETIREMENT CONTRIBUTIONS	$0.00	$2,561.20	$2,561.20	$25,381.22	($27,942.42)
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$0.00	$0.00	$47.58	($47.58)
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$0.00	$0.00	$3.35	($3.35)
290 - OTHER EMPLOYEE BENEFITS	$0.00	$0.00	$0.00	$10,500.00	($10,500.00)
430 - REPAIRS & MAINTENANCE SERVCS	$0.00	$291.85	$291.85	$0.00	($291.85)
610 - SUPPLIES	$0.00	$2,467.55	$2,467.55	$3,780.75	($6,248.30)
630 - FOOD	$0.00	$57.58	$57.58	$0.00	($57.58)
650 - TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$0.00	$400.00	$400.00	$0.00	($400.00)
890 - MISCELLANEOUS EXPENDITURES	$0.00	$157.00	$157.00	$0.00	($157.00)
3310 - SUMMER RECREATION					
890 - MISCELLANEOUS EXPENDITURES	$0.00	$274.94	$274.94	$0.00	($274.94)
6510 - INT INVEST & INT-BEAR CK ACCT					
000 - NON-CATEGORICAL	$0.00	($1.29)	($1.29)	$0.00	$1.29
6611 - DAILY SALES-SCHL LUNCH PROGM					
000 - NON-CATEGORICAL	$0.00	($21,191.30)	($21,191.30)	$0.00	$21,191.30
6614 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($977.40)	($977.40)	$0.00	$977.40
6621 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($684.00)	($684.00)	$0.00	$684.00

General Ledger - FUND 51 - FOOD SERVICE - BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:8/31/2019

FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance
Grand Total:	$0.00	$0.00	$0.00	$172,176.17	($172,176.17)

End of Report

NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS
FOOD SERVICE
TUESDAY, SEPTEMBER 10, 2019
SERVICE PERIOD AUGUST 2019

August Participation

Breakfast		Lunch	
Total Served	2,326	Total Served	5,474
Participation % of student body eating breakfast	34%	Participation % of student body eating lunch	80%

Current Free/Reduced Percentage

High/Middle School –41.68%

Elementary –41.63%

The Board of Directors of the Northern Bedford County School District met on Tuesday, October 8, 2019 at 6:00 pm in Room 136 of the high school building in Loysburg, PA.

The following board members were present: David Chisholm, Steve Cottle, John Eshelman, Chad Mickle, Mike Miller, Tammy Reasy, Ralph Scott, Randy Wiand. Absent: David Potchak Also present were Mr. Todd B. Beatty, Superintendent; Mr. Trevor Replogle, Elementary School Principal; Mr. Wayne Sherlock, Middle School Principal; Mrs. Lindsay Cherry, Special Education Supervisor; Ms. Teri Biddle, Business Manager/Board Secretary.

Public in attendance at the pre-session and/or the public session of the October 8, 2019 meeting included: Katie Smolen representing the Bedford Gazette; Juliann Picklo; Roseanna Carbaugh; and Ian Sherlock.

1. Randy Wiand, Board President, called the meeting to order.
2. Steve Cottle led the Pledge to the flag and prayer.
3. Roll call of the board members showed all members present except David Potchak was absent..
4. Mr. Beatty, Superintendent, reviewed the agenda.
5. Communications: Andrea Wertz resignation letter
6. It was announced that the November school board meeting will be held November 12, 2019 beginning at 6 pm in the high school building Room 136.
7. Mr. Eshelman moved, seconded by Mr. Cottle, to approve the minutes from the September 10, 2019 board meeting. All members present voted "yes".
8. The Negotiation Committee was set as Chad Mickle and Steve Cottle. The Transportation Committee as set as John Eshelman. More members will be appointed at a later meeting.
9. Mr. Mickle moved, seconded by Mr. Cottle, to do the following items as a consent motion with all members present voting "yes".
    - Accept the resignation of Andrea Wertz, Elementary Instructional Assistant, as of October 24, 2019.
    - Grant permission to advertise for the Elementary Instructional Assistant.

10. Mr. Eshelman moved, seconded by Mr. Mickle, to do the following items as a consent motion with all members present voting "yes".
    - Approve Science in Motion participation with Juniata College for the 2019/20 school year. Annual cost of $1,750. This is a budgeted expenditure.

    - Approve agreement with Personal Solutions Inc. for the district to participate in the Student Assistance Program (SAP) for the 2019/20 school year.

    - Approve an agreement with Pennsylvania Department of Transportation Safety Inspection Mechanic Training Program.

    - Acknowledge the 2019/20 Transportation Contracts per the terms outlined for year 5 of the 5-year contract adopted January of 2015. The van rate mileage is $1.50/mile for alternative education and non-public students. One level of the fuel adjustment chart was removed making the starting rate $3.50-$3.74/gallon

for a fuel adjustment to be paid. The rate for late bus/van for Athletics, After School and Activity runs is $1.85/mile plus layover at $9/hour.

- Approve Maxwell Transportation LLC to do van run on as needed basis at a rate of $97.79/day or $.98/mile and if over 100 miles/day. If time exceeds 3 hours, then rate of $12.23/hour.

- Approve the attached listing as members of the Occupational Advisory Committee and Local Advisory Committee for Northern Bedford County School District for the 2019/20 school year.

- Approve Stacy Pressel to attend the ACAPA Conference at the Hotel Hershey to be held November 13-15, 2019 at a district cost of $975. This is a budgeted expenditure.

- Recognize the second and final reading of the following policies and Attachments.

Policy 004	Local Board Procedures
Policy 006	Meetings
Policy 103	Nondiscrimination in School and Classroom Practices
Policy 103.1	Nondiscrimination – Qualified Students with Disabilities
Policy 104	Nondiscrimination in Employment/Contract Practices
Policy 108	Adoption of Textbooks
Policy 208	Withdrawal From School
Policy 209	Health Examinations/Screenings
Policy 210.1	Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors
Policy 220	Student Expression/Distribution and Posting Materials
Policy 222	Tobacco/Nicotine
Policy 246	School Wellness
Policy 247	Hazing
Policy 249	Bullying/Cyberbullying
Policy 311	Reduction of Staff
Policy 323	Tobacco Use
Policy 335	Family and Medical Leaves
Policy 612	Purchases not Budgeted
Policy 626	Federal Fiscal Compliance
Policy 704	Maintenance
Policy 707	Use of School Facilities
Policy 806	Child Abuse
Policy 810	Transportation
Policy 810.3	School Vehicle Drivers
Policy 818	Contracted Services
Policy 904	Public Attendance at School Events
Policy 906	Public Complaints
Policy 913	Non-school Organizations/Groups/Individuals

- Approve the purchase of three track protection coverings at the cost of $2,405 dollars to be paid from the Activity fund.

- Approve the transfer of $7,100 from Budgetary Reserve to equipment purchases for building construction and auto mechanics program for the 2019/20 school year to be paid with the Perkins Grant.

- Approve the transfer of $2,158 from Budgetary Reserve for Irrigation Reel replacement for the 2019/20 school year.

- Approve the transfer of $1,000,000 from the M&T account to the PLGIT to maximize interest earnings.

- Approve the revised job description for Technology Assistant.

- Grant permission to advertise for Technology Assistant position.

- Approve the attached contract for the Technology Assistant position.

- Approve the following as substitute van drivers for Carbaugh Bus Company for 2019/20 school year.

  Kelly Baker
  Deborah Clouse

- Approve the following as bona fide volunteers for the positions listed at the nominal payment for 2019/20 as recommended by the Administration. The classification may be subject to further clarification upon solicitor's recommendations.

Brian Dutchcot	Varsity Wrestling Head Coach	$3,880
Shawn Claar	Asst Varsity Wrestling Coach	$3,250
Andrew Sollenberger	Jr. High Wrestling Head Coach	$2,710
Dennis Douglas	Asst Jr. High Wrestling Coach	$1,840
Scott Bollman	Asst Boy Varsity Basketball	$2,570
Randy Meck	Head Boys Varsity Basketball	$3,670
Barry Crawford	Asst Girls JV/Varsity Basketball	$3,220
Jon Ewart	Head Girls Varsity Basketball Coach	$3,530
Eric Slagenweight	Head JH Boys Basketball Coach	$2,710
Rob Reed	Asst JH Boys Basketball Coach	$1,310
Todd England	Head JH Girls Basketball Coach	$2,710
TBA	Assistant JH Girls Basketball Coach	
Trisha Lingenfelter	Winter Cheerleading Head Coach	$1,300
Patricia Bollman	Winter Cheerleading Assistant Coach	$830

- Approve the following as volunteer coaches for the Winter Sports.

Daniel Sollenberger	Volunteer Varsity Wrestling Coach
Drew Gartland	Volunteer Varsity Wrestling Coach
Wayne Sherlock	Volunteer Elementary Wrestling Coach
Mike Brode	Volunteer Elementary Wrestling Coach
Brandon Snider	Volunteer Elementary Wrestling Coach
Ryan Hall	Volunteer Elementary Wrestling Coach
Clay Corle	Volunteer Elementary Wrestling Coach
Mike Cottle	Volunteer Elementary Wrestling Coach
Chad Bowers	Volunteer Elementary Wrestling Coach
Marl Clark	Volunteer Elementary Wrestling Coach
Ethan Boyd	Volunteer Elementary Wrestling Coach
Kevin Brennan	Volunteer Elementary Wrestling Coach
Dave Fouse	Volunteer Elementary Wrestling Coach
Brody Reininger	Volunteer Elementary Wrestling Coach
Ronald Snider	Volunteer Elementary Wrestling Coach
Zach Clark	Volunteer Elementary Wrestling Coach
Jared Mellott	Volunteer Elementary Wrestling Coach
Onjoli Boyd	Volunteer Elementary Wrestling Coach
Chris Sipes	Volunteer Elementary Wrestling Coach
Shane Suter	Volunteer Elementary Wrestling Coach
David McIlnay	Volunteer Boys Varsity Basketball
Christa Moyer	Volunteer Boys Varsity Basketball
Lucas Miller	Volunteer Girls Varsity Basketball
Janine England	Volunteer Girls JH Basketball
Kevin Gable	Volunteer Elementary Boys Basketball
Ryan Cherry	Volunteer Elementary Boys Basketball
Kristie Young	Volunteer Elementary Girls Basketball
Matti Verbit	Volunteer Elementary Girls Basketball
Andy Barton	Volunteer Elementary Girls Basketball
Mandi Cottle	Volunteer Elementary Girls Basketball
Terisha Mitchell	Volunteer Elementary Girls Basketball
Lindsay Ewart	Volunteer Elementary Girls Basketball
Hannah Drenning	Volunteer Elementary Girls Basketball
Shalonne Sipes	Volunteer Elementary Girls Basketball
Emily Yeatts	Volunteer Elementary Girls Basketball
Jacob Dasher	Volunteer Elementary Boys Basketball
Tim Drenning	Volunteer Elementary Boys Basketball
Jason Free	Volunteer Elementary Boys Basketball
Randy Vasas	Volunteer Elementary Boys Basketball
Matt Mellott	Volunteer Boys Varsity and Elementary Basketball
Blake Over	Volunteer Elementary Boys Basketball

11. Mr. Scott moved, seconded by Mr. Mickle, to approve the following reports and invoices

Administrative Reports

Federal Programs
Athletic Report
Financial Reports and Budgetary Transfers
Approve payment of invoices

12. A report was given from the Building and Grounds Committee.
13. Mr. Eshelman moved, seconded by Mr. Scott, to do a request for proposal of architectural services for the selection of an architect. All members present voted "yes".
14. Mr. Eshelman moved, seconded by Mr. Miller to adjourn the meeting at 7:41 pm.

_____
Teri L. Biddle, Business Manager/Board Secretary

_____
Tammy Reasy, Board Treasurer

Todd Beatty	Administrative	OAC and LAC
Michael O'Dellick	Administrative	OAC and LAC
Gregg Carbaugh	Agriculture	OAC and LAC
Ryan Carbaugh	Agriculture	OAC and LAC
Seth Clapper	Agriculture	OAC and LAC
Taylor Conley	Agriculture	OAC and LAC
Cody Eller	Agriculture	OAC and LAC
John Eshelman	Agriculture	OAC and LAC
Tammy Furry	Agriculture	OAC and LAC
Kevin Grubb	Agriculture	OAC and LAC
Melinda Heckman	Agriculture	OAC and LAC
Tom Mellott	Agriculture	OAC and LAC
JC Norris	Agriculture	OAC and LAC
Jeff Norris	Agriculture	OAC and LAC
James Over	Agriculture	OAC and LAC
Randy Wiand	Agriculture	OAC and LAC
Nicole Wyles	Agriculture	OAC and LAC
Kenneth Dibert	Automotive	OAC and LAC
Pat Hagstrom	Automotive	OAC and LAC
Eugene Holsinger	Automotive	OAC and LAC
Brandon Hoover	Automotive	OAC and LAC
Loren Keith	Automotive	OAC and LAC
Bob Thompson	Automotive	OAC and LAC
Randy Wiand	Automotive	OAC and LAC
Pete Wojcik	Automotive	OAC and LAC
Bob Yingling	Automotive	OAC and LAC
Pat Albright	Building Construction	OAC and LAC
Mike Browell	Building Construction	OAC and LAC
Charles Byers	Building Construction	OAC and LAC
Charles Doutt	Building Construction	OAC and LAC
Brian Frederick	Building Construction	OAC and LAC
Jeff Hite	Building Construction	OAC and LAC
Colby Horton	Building Construction	OAC and LAC
Bob Johnson	Building Construction	OAC and LAC
Derek Keith	Building Construction	OAC and LAC
Roger Keith	Building Construction	OAC and LAC
Steve Mellott	Building Construction	OAC and LAC
Brad Martin	Building Construction	OAC and LAC
Shawn Musselman	Building Construction	OAC and LAC
Robert Reighard	Building Construction	OAC and LAC
Robert Rhodes	Building Construction	OAC and LAC
Michael Shaffer	Building Construction	OAC and LAC
Susan Whisler	Building Construction	OAC and LAC
Randy Wiand	Building Construction	OAC and LAC
Shawn Wyles	Building Construction	OAC and LAC

Josh Zelanko	Building Construction	OAC and LAC
Kyle Brown	Horticulture	OAC and LAC
Morgan Coho	Horticulture	OAC and LAC
Wayne Feight	Horticulture	OAC and LAC
Cierra Horton	Horticulture	OAC and LAC
Bethany Kensinger	Horticulture	OAC and LAC
Kay Kring	Horticulture	OAC and LAC
Steve Martin	Horticulture	OAC and LAC
Derrick Matthews	Horticulture	OAC and LAC
Jeffrey Mellott	Horticulture	OAC and LAC
Sam Mohr	Horticulture	OAC and LAC
Abby Ritchey	Horticulture	OAC and LAC
Chris Ritchey	Horticulture	OAC and LAC
Travis Russell	Horticulture	OAC and LAC
Jamie Turner	Horticulture	OAC and LAC
Randy Wiand	Horticulture	OAC and LAC
Kelli Wyles	Horticulture	OAC and LAC
Lissa Long	Horticulture	OAC and LAC

2019/20 Bus Contract Analysis

Contractor	2018/19	2019/20	Change
Carbaugh Transportation LLC	$185,668.38	$177,284.32	-$8,384.06
Leidy Transportation LLC	$304,842.39	$292,301.46	-$12,540.93
Total	$490,510.77	$469,585.78	-$20,924.99

Each Contractor reduced 1 bus for a total of 2 reductions; annual combined miles reduced was 15,586.62. Overall the formula is also based on the age of buses, number of pupils and miles with and miles without students. Overall students increased by 27 from last years calculation basis. There were two new buses in the calculation.

The index set by the state for 2018/19 was 5.8 and is 5.91 for 2019/20. This is an increase of 1.89% for 2019/20.

The rate for late bus/van for Athletics and After School and Activity Runs is $1.85/mile with $9/hour layover.

Transportation Van runs for Alternative education and non public students is $1.50/mile with any van run with less than 15 miles will have a minimum of $25/trip.

The fuel adjustment chart will be the same for 2018/19 and 2019/20 per the transportation contract with the beginning tier at $3.50/gallon for any fuel adjustment to be paid.

Fiscal Year	Fuel Adjustments Paid
2015/16	$0
2016/17	$0
2017/18 (January thru May 2018)	$2,022.84
2018/19 (October and November 2018)	$602.89

Job Description – Technology Assistant

Job Title: Technology Assistant

Qualifications: Associate Degree in Technology
Industry-Recognized Certification
Alternatives to the above qualifications as the Board may find appropriate and acceptable.

Reports to: Technology Director

Primary Function/General Description:

IT Assistant is responsible for the installation, operation, and maintenance of computer systems and other technologies, such as communication systems. IT assistant's duties include configuring hardware and software, setting up peripherals such as printers or routers, repairing equipment, and providing daily support for computer network users. IT assistant may work as user support, answering calls and e-mails regarding the computer support, computer network or communication systems. This position may also be responsible for writing reports, tracking inventory, evaluating new technologies, negotiating contracts with vendors, and developing contingency plans in case of network failure. IT assistant may also work in other technological specialties, such as Web design or Internet security.

Major: Responsibilities and Duties (but not limited to):

1. Demonstrates regular and consistent attendance and punctuality.
2. Provides technical support and training to staff.
3. Provide technical assistance to teachers, students and/or staff for hardware, software and peripherals.
4. Works with district staff to more effectively utilize resources and materials which promote the use of technology.
5. Assists with the development and implementation of department records/procedures.
6. Maintains inventories of computer-related hardware and software.
7. Diagnoses malfunctions and arranges procedures for the maintenance of equipment.
8. Maintains and records all computer technology repair and maintenance.
9. Evaluates technology and makes recommendations.
10. Assists in implementing the district's technology initiatives.
11. User/Email account creation/modification in Windows Active Directory environment.
12. Maintenance of phone system. (voice mail backups, extension settings, troubleshooting)
13. Maintain communication. (Users, call lists, troubleshoot)
14. Maintain records of all equipment serviced.
15. Maintains Telecor paging/clock/bell system.
16. Maintain AV equipment/connections.
17. Maintain and troubleshoot cabling systems. (Fiber optic, cat5 data, phone, coax, security video)
18. Maintain door access system. (Change schedules as required, troubleshoot, create and update door access cards for employees)

19. Maintain security camera system. (Troubleshoot, extract video when needed)
20. Provide technical assistance and guidance to the district's faculty and staff.
21. Parent/Student/Teacher Portal maintenance. (Uploads, user accounts, etc.)
22. Assist in equipment/room set up for meetings, teleconferences and videoconferences.
23. Serve in the capacity specified in the Safe School's Crisis Response Plan in the event of a school emergency.
24. Conforms to safety standards as prescribed.
25. Perform related duties consistent with job description and assignment.
26. Perform other duties as assigned.

Position Specifications:

Physical Demands

- Frequent visits to school buildings, classrooms, and other areas on the school campus.
- Frequent travel for meetings in IU 08 service area, Central PA region, throughout PA, and PDE in Harrisburg.
- Must be able to sit, stand, and walk for intermittent/or extended periods throughout the workday with occasional twisting, bending, carrying, squatting, climbing, pushing, grasping as necessary to carry out job duties.
- Dexterity requirements range from coordinated repetitive movements of hands/fingers to operate computer to simple movements of feet/legs and torso necessary to carry out job duties and use office equipment.
- Sedentary work with occasional lifting and carrying of objects with weights of approximately ten to twenty pounds.

Sensory Abilities

- Ability to speak clearly and distinctly.
- Visual acuity to read correspondence, computer screen.
- Auditory acuity to be able to use telephone, interview job candidates, conduct staff meetings, in-service programs, and greet visitors.
- Ability to reason in drawing conclusions and making sound judgments in order to carry out the duties of the job.

Work Environment

- General office setting year round.
- Works indoors in adequate workspace, lighting, ventilation, and temperatures.
- Provided with appropriate staff assistance necessary to perform duties.
- Works with average indoor exposure to noise and stress.
- Works indoors with normal indoor exposure to dust/dirt.
- Periodically exposed to varying temperaments of employees, parents, or other visitors.

Temperament

- Ability to work as a member of a team.
- Must be courteous and able to effectively deal with people.

- Must be cooperative, congenial and service-oriented, and promote these qualities with staff.
- Ability to work in an environment with frequent interruptions.

Cognitive Ability

- Excellent problem solving skills with client/server software, PC and networking.
- Ability to work efficiently with and provide appropriate training for employees of all classifications.
- Ability to exercise judgement as to when to act independently and when to refer situations to an administrator.
- Ability to read building designs and blueprints as they relate to technology and network requirements.
- Ability to contribute effectively to the work unit goals, objectives, and activities.
- Ability to use various methods, procedures, techniques and program languages used in implementing, maintaining, and fine-tuning hardware, software, communications and databases.
- Ability to maintain current knowledge of technology and new computer customer applications.
- Ability to access operate and maintain various software applications; ability to read, update and maintain various records and files.
- Ability to perform duties with a professional and cooperative work ethic.
- Ability to maintain confidentiality.
- Ability to work flexible hours as necessary for the efficient operation of the department.
- Must be able to speak and understand the English language in order to carry out essential function of job.
- Ability to follow written and verbal directions and give direction to others.
- Ability to complete assigned task with minimal supervision.
- Ability to pay close attention to details and concentrate on work.
- Ability to read, write and do advanced computation.
- Ability to use correct grammar, sentence structure and spelling.
- Ability to compose clear, concise sentences and paragraphs.
- Ability to organize office setting to efficiently accomplish tasks.
- Ability to work independently and make work-related decisions.
- Ability to exercise good judgment in prioritizing tasks, and directing staff.
- Ability to communicate effectively at all organizational levels.
- Ability to record, convey, and present information, and explain policies and procedures.

Specific Skills

- Ability to operate office equipment and other job related equipment.
- Ability to use computer technology efficiently.
- Must appropriately handle confidential information
- Demonstrate an attitude toward continual self-improvement in the skills and philosophy of the job.

- Positive attitude toward the position, its duties, and its day-to-day work and interactions.

Experience Requirements:

- Proficient knowledge in Microsoft Desktop Operating systems such as Windows 7, Windows 10
- Proficient knowledge in Server Operating Systems such as Microsoft Server 2008, 2012, and 2016.
- Experience with Active Directory and DNS
- Experience with general networking equipment such as switches, routers, patch panels, and cabling
- Experience in drive mappings
- Experience in wireless technologies
- Familiar with RFC 1918 and NAT (Network Address Translation)
- Experience with desktop/workstation troubleshooting
- Experience with hardware (replacing parts on desktops, servers, or laptops)
- Experience with removing viruses, and malware

The position specifications described above are representative of those that must be met by an employee to successfully perform the major responsibilities and duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the major responsibilities and duties.

The information contained in this job description is for compliance with the Americans with Disabilities Act and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individual currently holding this position and additional duties may be assigned.

Terms of Employment:

As per the Technology Assistant Contract

TECHNOLOGY ASSISTANT COMPENSATION PLAN

This Compensation Plan is adopted by the Board of School Directors for the Northern Bedford County School District, located in Bedford County, Commonwealth of Pennsylvania, for the position of Technology Assistant, under the authority of the Board and its successors, and subject to the supervision of the properly authorized Superintendent:

NOW, THEREFORE, the Board determines as follows:

1. The term of this employment shall commence January 1, 2020 and end June 30, 2022.
2. The position is a 10-month position (210 day); Must work during the summer; one-week exception.
3. The Technology Assistant shall be responsible for all items within the approved job description or as directed by administration and with the guidelines established by Board policy.
4. The starting salary will be $23,520 dollars prorated for the 19-20 FY.
5. Technology Assistant shall receive two (2) personal day and ten (10) sick days.
6. Compensation in future years will be determined by the Board based on performance and may include such additional modifications, additions, or deletions as determined by the Board in its discretion.
7. The Technology Assistant position is required to work the necessary hours to maintain the technology structure of the district as directed by the Technology Director or Superintendent, but no less than eight (8) hours per work day.
8. During the term of this employment, the parties will adhere to regulations of the Pennsylvania School Code and policies of the Northern Bedford County School District.
9. A performance evaluation shall be completed annually by the Technology Director and Superintendent.
10. Employment can be terminated by the District prior to the expiration of the Plan for unsatisfactory performance or other good cause, and none of the provisions of the Plan may be waived either orally, or in writing, except by mutual consent.

IN WITNESS WHEREOF, the parties named have hereunto set their hands and seal.

TECHNOLOGY ASSISTANT

_____

TBD DATE

DATE

_____

(Witness) DATE

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

BY _____

President/NBCSD School Board

BY _____

Secretary/NBCSD School Board

NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS



Administrative Reports

Superintendent Administrative Report	Todd Beatty Superintendent
Elementary School Report	Trevor Replogle Elementary Principal
Middle School Report	Wayne Sherlock Middle School Principal
High School Report	Michael O'Dellick High School Principal
Athletics Report	Michael O'Dellick High School Principal

SUPERINTENDENT

PANTHER COMMUNITY STADIUM TRACK PROJECT

The track resurfacing has been completed. The lines are set to be painted within the next two weeks. Many thanks to Eddie from the track company. As they were pressure washing the track the realized it needed to be sealed in order for the material to have a solid bond with the existing area. The project was delayed in completion for a few days, but the put sealant on the entire track surfaces with no additional costs.

CYBER SCHOOL

Representative Sonney has introduced House Bill 1897 that would require school districts to offer three different full-time options for students who wish to attend a cyber school if it were to pass. At our Bedford County Superintendents' meeting on Monday, we were told that cyber school executives are extremely concerned about the trend in Harrisburg to correct the financial disparity. We were told the idea of a cyber school would cease and they would become vendors vying for a school district's business as one of three options.

STUDENT RECOGNITION

Once again our students were recognized for their respectful behavior. Mr. O'Dellick received a phone call from a Berlin SD parent who was attending a soccer game. When the National Anthem was played prior to the soccer game, they noticed that the football team and coaches stopped what they were doing and saluted the flag. Mr. O'Dellick and I stopped in on the team Monday and let them know how the little things are a big deal. I am proud of our students!

PERKINS

Mr. O'Dellick has worked diligently on the Perkins Grant. It was "another thing" that was put on his plate. His work provides our CTC teachers with the ability to purchase equipment, tools, etc. that we may not have been able to do without the extra $15,700 dollars.

PSER RETIREMENT CHANGES

Since the politicians have changed the retirement system for new hires, it has created additional work for Teri and Tina. It has taken a great deal of extra time for them to work through the different options and make sure all employees choose appropriately. Once again, it is "another thing" added to their plate.

SUPERINTENDENT (cont'd)

MANDATE RELIEF UPDATES

- Rep. Garth Everett introduced House Bill 163; legislation that would repeal the state Separations Act which requires the use of multiple prime contractors for school construction projects. Relieving districts of the mandate and allowing them to use single prime contractors would drastically decrease construction costs, project delays and save local taxpayer dollars -- ensuring that more resources are directed to the classroom.
- Lancaster County school and health officials on Monday expressed concerns with the cost of special education, an underfunded mandate, they say, that is increasing at an unsustainable rate. They did so at Pennsylvania's recently reconstituted special education funding commission's third public hearing at the Manheim Township School District office.

"Safety is something between your ears not something you hold in your hand."—John Cooper

ELEMENTARY

Fire Prevention Week

Fire Prevention Week is held during the Week of October 6-12. On Tuesday, October 8 the Southern Cove Volunteer Fire Company and EMS will visit the school to share fire prevention information with our Preschool and Kindergarten students. We appreciate the time that these volunteers take to share valuable and memorable information with our youngest students.

Interim Reports

Student interim grade reports were sent home to parents on September 26. Students earning grades less than an 80% receive reports at the mid-point of each marking period. This important home/school communication provides data and suggestions to help students improve their academic achievement.

School Pictures

Individual student pictures for the elementary school are scheduled for Thursday, October 16. Make-ups are scheduled for November 20.

Red Ribbon Week

Elementary students will participate in Red Ribbon Week activities the week of October 28. One of the highlights will be when students from the high school SADD chapter provide lessons to our Little Panthers.

Response to Intervention and Instruction (RtII)

RtII meetings are scheduled for October 17 and 18. The RtII team will meet with each classroom and reading teacher to review, monitor and revise students' support programs for reading instruction.

Religious Release

Religious release time for our primary grade students began on Thursday, October 10 and will run through Thursday, November 7. Students will be transported each Thursday to the New Enterprise Church of the Brethren to receive religious instruction by volunteers organized through the Southern Cove/Yellow Creek Ministerium. Students will depart from the elementary school at 1:30 and will return by 2:30. We have 74 students in grades K-2 participating. Grades 3-5 will have their release time in the spring.

Recycling

Mr. Meck and several fifth grade students will once again be running our elementary recycling program. Recycled paper from the school is taken to the South Woodbury Township building one time each month.

FEDERAL PROGRAMS REPORT

Title I, II and IV Allocations

2018-19 Allocations	Title I	$231,044	(+$250)
	Title II	$41,213	(+$375)
	Title IV	$17,272	(+$459)

Parent Workshop

A Title I Parent Workshop is being planned for the elementary school. Parents will be invited to attend a presentation about NBC's Title I Program and give input and suggestions. Invitations will be sent home with students in the near future.

Home/School Compact

Teachers shared the Home/School Compact with students and parents. This is an agreement between the school, parents, and students on how to best support the children in becoming successful students.

MIDDLE SCHOOL

Middle School Students of the Month

Grade 6	Justina Thomas	Daughter of Lorain Thomas
	Ian Bithell	Son of David and Elizabeth Bithell
Grade 7	Avery Aungst	Daughter of Kellie and Jennifer Aungst
	Xander Clark	Son of Christopher and Jamie Clark
Grade 8	Aliana Sipes	Daughter of Chris and Shalonne Sipes
	Nate Blackburn	Sone of Justin and Lisa Blackburn

Red Ribbon Week

Along with the high school students, the middle school students will be participating in the Red Ribbon Week activities scheduled October 28 through November 1. Red Ribbon Week activities are organized by Mrs. Crawford and sponsored by the Students Against Destructive Decisions (SADD).

Upcoming Presentations

We have two very timely presentations on Monday, October 28. For Grade 7, we do an annual presentation on decision making in regard to alcohol, tobacco, and other drugs. This presentation is provided by Erin Reese, a Northern Bedford graduate, who is employed by Personal Solutions, Inc.

Also, the Altoona Lung Specialists are going to present the dangers of vaping, juuling, and using eCigarettes to each grade level in the middle school and high school. This information is very important for the students to hear with the rising number of health issues attributed to using these devices. Unfortunately, students are receiving incorrect information about these devices and many parents see this as a safe alternative to the use of tobacco products.

Mid-term Reports

Friday, September 20 marked the mid-point of the first marking period. Mid-term reports were sent to the parents of students for each course the student was achieving below an 80%. These reports were mailed on Thursday, September 26.

Spirit Week/Homecoming

The week of September 23 was a very busy week in the middle school beginning with the spirit week activities and homecoming parade coordinated by, Mrs. Musselman, Mrs. Cherry, Mrs. Swanseen and the varsity football cheerleaders.

MIDDLE SCHOOL (cont'd)

Upcoming Events

October 9	Dental Screenings
October 11	No School for Students—Teacher In-service
October 14	No School - Columbus Day
October 16	Work Place Safety Committee
October 18	Strawbridge Fall Pictures
October 18	Last day for Yankee Candle fundraiser
October 21	MS Faculty Meeting
October 23	End of 1st Marking Period
October 23 & 24	JH County Chorus
October 25	PRIDE Volleyball Tournament – AM
	Fundraiser Reward Movie - PM
October 28	Presentation on the Dangers of Vaping, Juuling, and eCigarettes
	Presentation on making Good Decisions (Grade 7)
	Report Cards Distributed
November 11	No School - Veteran's Day

HIGH SCHOOL

Class Officers

Elections for class officers were held on Monday, September 16th. The following students were elected by their peers to represent their class:

	9th Grade	10th Grade
President	Jacob Sensenig	Clay McIlnay
VP	Evan Coffey	Damion Miller
Secretary	Lydia Ritchey	Matt Hall
Treasurer	Emilee Sherlock	Emilee Koontz

	11th Grade	12th Grade
President	Sydney Coffey	Sarah Bowser
VP	McKayla Kochara	Madison Johnson
Secretary	Bella Snyder	Heyleigh Wilkins
Treasurer	Aylisa Morral	Gabrianne Miller

Mid-term Reports

Friday, September 20th marked the mid-point of the first marking period. Mid-term reports were sent to the parents of students for each course the student was achieving below an 80%. These reports were mailed on Tuesday, September 24th.

Spirit Week/Homecoming

The week of September 23rd was a very busy week in the high school beginning with the spirit week activities and homecoming parade coordinated by Mrs. Swanseen, Mrs. Kristi Musselman and the varsity football cheerleaders. The week ended with the annual dance held on Saturday, September 28th, in the high school cafeteria sponsored by the Student Council under the supervision of Mrs. Snyder, Mrs. Gartland, Mrs. Martin and Mr. Black. I would like to thank Mrs. Snyder, with the help of Mrs. Gartland and Mrs. Martin, as they were instrumental in coordinating the homecoming ceremony during the football game.

The homecoming court consisted of the following students:

Grade 9	Emilee Sherlock	Evan Coffey
Grade 10	Alexis Bollman	Brooks Snider
Grade 11	Ella Gable	Logan College
Grade 12	Veronica Griffith	Brodi Dietz
	Sarah Heck	Colby Imler
	Madison Johnson	Thad Kraucz
	Taylor Nycum	Ian Sherlock
	Kelsey Over	Kyler States
	Allie Snider	Luke Wiedemann

In pre-game ceremonies the court was announced at the Friday September 27th football game versus Bellwood. Veronica Griffith was crowned Queen and Kyler States was crowned King.

HIGH SCHOOL (cont'd)

Guidance Update

A college fair was held on Tuesday, October 1 at the Bedford Springs for any student that signed up to participate. Additionally, several college representatives have visited the school this year to meet with prospective students who are planning on furthering their high school education.

Pennsylvania Youth Survey

Our school is taking part in the 2019 Pennsylvania Youth Survey (PAYS) sponsored by the Pennsylvania Commission on Crime and Delinquency, the Pennsylvania Department of Education, and the Pennsylvania Department of Drug and Alcohol Programs. The survey will ask questions about the behaviors of students in the 6th, 8th, 10th, and 12th grades, including questions about school climate, violence, depression, bullying, and substance abuse. The information we receive will assist us and our community partners in working to prevent adolescent drug use and other problem behaviors.

Preliminary SAT®/National Merit Scholarship Qualifying Test

This year PSAT/NMSQT test is scheduled for Wednesday, October 16th during periods 1-5. This is a standardized test that provides firsthand practice for the SAT reasoning test. It also gives students a chance to enter the National Merit Scholarship Corporation scholarship programs. There are approximately 43 junior and 36 sophomore students scheduled to take the test this year.

Red Ribbon Week

Red Ribbon Week is held annually to educate our students on the dangers of substance abuse. This year, the high school will sponsor Red Ribbon Week activities October 28 through November 1. Students Against Destructive Decisions (SADD) under the direction of Mrs. Crawford will coordinate these activities. On Monday, October 28 we will have a presenter from the Altoona Lung Specialists to provide training to all students in grades six through twelve. The primary purpose of the training is to education students on the dangers of e-cigarettes and vaping.

HIGH SCHOOL (cont'd)

UPCOMING EVENTS

Oct. 11	No School—Teacher In-Service (Act 80)
Oct. 14	No School - Columbus Day
Oct. 16	PSAT – Junior & Sophomore University Prep Students (pds. 1-5)
Oct. 17	PBIS Student Summit
Oct. 18	NHS to Food Bank
	Fall Pictures - Strawbridge
	Jostens Class Ring and Graduation Orders taken during lunch periods
Oct. 23	End of first Marking Period
	Senior Project Completion Deadline
Oct. 25	Football – Senior Night
Oct. 28 – Nov. 1	Red Ribbon Week
Oct. 29	Current Issues Field Trip
	Open Heart Surgery Field Trip – A&P II students
Nov. 4	SADD Conference
Nov. 5	Faulty Meeting (129)
	Student PRIDE Meeting
Nov. 6	Faculty PRIDE Meeting
Nov. 7	FAFSA Completion Program (4:00-6:00pm)
	NHS Induction & Banquet (6:30pm)
Nov. 8	Veterans' Day Assembly (am)

ATHLETIC REPORT

Team Records

SPORT	VARSITY	JV	Jr. HIGH
Football	3-3	4-2	5-0
Volleyball	2-10	4-7	5-6
Boys' Soccer	4-7	n/a	
Girls' Soccer	3-10	n/a	7-3
Cross Country	Boys 11-0 Girls 8-3	n/a	n/a

Homecoming

Friday September 27th, the entire student body of the district enjoyed the Homecoming Pep Rally parade around the campus. The parade was organized by the Panther Football Cheerleaders. Following the introductions of the homecoming court, spirit competitions were held in Panther Community Stadium.

The football game at 7:00 pm played against Bellwood followed the crowning of the Queen, Veronica Griffith and King, Kyler States. Runners-up were Taylor Nycum and Ian Sherlock. Congratulations to all students chosen for the court. Mrs. Ashley Snyder, and Mrs. Jodi Gartland with the assistance of the Homecoming committee were the organizers for this year's events.

Senior Night

Our annual senior night recognition for the football team, band, and cheerleaders will be Friday, October 25th versus Glendale. The senior participants in these activities and their parents will be recognized prior to the game.

SPECIAL RECOGNITION

On September 28th the Cross Country team competed at the Carlisle Invitational. The team finished 18th out of the 54 predominately AA and AAA teams. Senior Ian Sherlock crossed the finish line in second place with junior Ian Zimmerman fifth in the field of 372 runners.

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	000 Local Board Procedures
Title	Membership
Code	004 Vol III 2019
Status	First Reading
Adopted	May 11, 2004
Last Revised	October 8, 2019
Prior Revised Dates	03/08/2016

Number

The Board shall consist of nine (9) members.[1]

The Superintendent shall have a seat on the Board and the right to speak on all matters, but not the right to vote.[2]

Qualifications

Each school director shall meet the following qualifications:

1. Be of good moral character, be at least eighteen (18) years of age, have been a resident of the district for at least one (1) year prior to the date of election or appointment, and not be a holder of any office or position as specified in Section 322 of the School Code; nor shall the individual be a member of the municipal council.[3]

2. Shall not have been removed from any office of trust under federal, state or local laws for any malfeasance in such office.[4]

3. Shall not be engaged in a business transaction with the school district, be employed by the school district, or receive pay for services from the school district, except as provided by law.[5][6]

4. Shall take and subscribe to the oath or affirmation prescribed by statute before entering the duties of the office.[7]

5. Shall file a statement of financial interests with the Board Secretary or designee at the following times:[8][9][10][11][12]

    a. Before taking the oath of office or entering upon duties.

    b. Annually by May 1 while serving on the Board.

c. By May 1 of the year after leaving the Board.

Election

Election of members of the Board shall be in accordance with law.[13]

Vacancies

A vacancy shall occur by reason of death, resignation, removal from a district or region, or otherwise. Such vacancy shall be filled in accordance with the School Code and Sunshine Act and by appointment by a majority vote of the remaining members of the Board within thirty (30) days of the occurrence of the vacancy.[14][15][16][17][18][19]

~~The school director so appointed shall serve for the remainder of the unexpired term or, if earlier, until the first Monday in December after the first municipal election occurring more than sixty (60) days following his/her appointment.~~

If a vacancy occurs during the last two (2) years of the former school director's term, the individual appointed to fill that vacancy shall serve for the remainder of the term. If a vacancy occurs during the first two (2) years of the term, the new appointee shall serve only until the first Monday in December following the first municipal election that is scheduled for more than sixty (60) days after the vacancy occurred.[14]

When a majority of the memberships are vacant, such vacancies shall be filled by the Court of Common Pleas of Bedford County.**[15][16]**

Temporary Vacancy – Active Military Service –

A temporary vacancy shall be declared when a school director is ordered to active duty in the military forces of the United States for a period of more than thirty (30) days. The temporary vacancy shall be filled in accordance with the School Code and Sunshine Act and by appointment by a majority vote of the remaining members of the Board within thirty (30) days of the occurrence of the temporary vacancy. The school director so appointed shall serve either until the school director returns from active duty or until expiration of the term for which s/he was elected, whichever occurs first.[14][19][20]

Term

In election years, the term of office for all newly elected and re-elected school directors shall begin on the first Monday in December. The term of office of each school director shall be four (4) years, **expiring** on the first Monday of December **of the fourth year of service.**[1][14]

The term of office for **an individual** appointed or elected to fill a **Board** vacancy **shall be determined by the number of years remaining on the term the school director was appointed or elected to fill, as stated above under Vacancies.[14]**

~~The term of office of each school director shall be four (4) years and shall expire on the first Monday of December, except for a school director appointed or elected to fill a vacancy. A school director appointed to fill a vacancy shall serve for the remainder of the unexpired term or, if earlier, until the first Monday in December after the first municipal election occurring more than sixty (60) days following his/her appointment. The term of a school director elected to an unexpired term shall expire at the termination of that term.[1][14]~~

Removal

Whenever a school director is no longer a resident of Northern Bedford County School District or the region s/he represents, eligibility to serve on the Board shall cease.[14][21]

If a school director shall neglect or refuse to attend two (2) successive regular meetings of the Board, unless detained by sickness or prevented by necessary absence from the district, or if in attendance at any meeting s/he shall neglect or refuse to act in **an** official capacity as a school director, the remaining members of the Board may declare such office vacant on the affirmative vote of a majority of the remaining members of the Board.[18][22]

If a person elected or appointed as a school director, having been notified, shall refuse or neglect to qualify as such director, the remaining members may, within ten (10) days following the beginning of **the school director's** term of office, declare said office vacant on the affirmative vote of a majority of the remaining members of the Board.[18][22]

Orientation

The Board believes that the preparation of each school director for the performance of duties is essential to the effectiveness of the Board's functioning. The Board shall encourage each new school director to understand the functions of the Board, acquire knowledge of matters related to the operation of the schools, and review Board procedures and policies.

Accordingly, each new school director **shall**, no later than **the** first regular meeting, **be provided access to** the following items **during the school director's term on the Board**:

1. **The** Board Policy Manual.
2. **The** district Administrative Regulations Manual.
3. The current budget statement, audit report and related fiscal materials.
4. **District** information on comprehensive planning, curriculum, assessments, facilities planning and district programs.
5. **The** Board's adopted Principles for Governance and Leadership.[23]

Each new school director shall be invited to meet with the Board President, Superintendent, and Board Secretary to discuss Board functions, procedures and policy.

Inservice Educational Opportunities and Required Training Programs

The Board places a high priority on the importance of a planned and continuing program of education and training for its members. The purpose of the planned program shall be to enhance the quality and effectiveness of the Board's governance and leadership **by providing both inservice educational opportunities and required school director training by an approved provider.**

The school community shall be kept informed about the Board's continuing inservice education and training and the anticipated short and long-term benefits to the district and its schools.[24]

Inservice Education -

The Board, in conjunction with the Superintendent, shall plan specific inservice education programs and activities designed to assist **school directors** to improve their skills as policy-making leaders; expand their knowledge about issues, programs, and initiatives affecting the district's educational programs and student achievement; and deepen their insights into the nature of leadership, governance and community engagement.

The Board shall annually budget funds to support its planned program of inservice education and training.

The Board establishes the following activities as the basis for its planned program of inservice education and training:

1. Participation in School Board conferences, workshops and conventions.[25]

    a. The Board shall identify annually the issues, objectives, and cost benefits that can be ascribed to participation by **school directors** in conferences, workshops and conventions.

    b. The Superintendent shall inform **school directors**, in a timely manner, of upcoming conferences, workshops and conventions.

    c. The Board shall periodically decide which meetings appear to offer the most direct and indirect benefits to the district.

    d. When a conference, workshop or convention is not attended by the full Board, those who do participate shall share information, recommendations and materials acquired at the meeting that will be beneficial to the district.

2. District-sponsored inservice education and training programs designed to meet Board needs.

3. Subscriptions to publications **addressing school directors'** concerns.

4. Maintenance of **current** resources and reference materials accessible to **school directors**.

Required Training Program: Newly Elected or Appointed School Directors[26]

Each newly elected or appointed school director shall complete a training program consisting of at least five (5) hours of instruction, including, at a minimum, information regarding:

1. **Instruction and academic programs, to include, but not be limited to, a minimum of one (1) hour of instruction on best practices related to trauma-informed approaches.**

2. **Personnel.**

3. **Fiscal management.**

4. **Operations.**

5. **Governance.**

6. **Ethics and open meetings, to include accountability requirements.**

Required Training Program: Re-elected or Re-appointed School Directors[26]

Each re-elected or re-appointed school director shall, within one (1) year after such re-election or re-appointment, complete an advanced training program consisting of at least three (3) hours of instruction, including:

1. **Information on relevant changes to federal and state public school law and regulations.**

2. **Fiscal management.**

3. **Trauma-informed approaches.**

4. **Other information deemed appropriate by the PA Department of Education to enable school directors to serve effectively.**

Expenses [7]

Funds for **school director education and training** shall be budgeted on an annual basis.

When attendance has been authorized by the Board, school directors, a nonmember Board Secretary, and solicitor(s) shall be reimbursed for **actual and** necessary expenses incurred as delegates to any state convention or association of school directors' convention held within the state, or for **attendance at** any other meeting held within the state or at an educational convention out-of-state. All such expenses shall be itemized and made available for public inspection at the next succeeding Board meeting. Expenses shall be reimbursed by the Treasurer in the usual manner, upon presentation of an itemized, verified statement.[27]

Advance payments may be made upon presentation of estimated expenses to be incurred, to be followed by a final itemized, verified statement of such expenses actually incurred, and a refund shall be made to the district of such funds remaining, or an additional payment shall be made by the district to meet the verified expenses actually incurred.[27]

No school director shall be reimbursed for more than two (2) out-of-state meetings in one (1) school year.

Reimbursement shall be limited to actual expenses incurred, and shall not include or be construed to include compensation to individual **school directors**.[7]

Student Representation

The Board authorizes student representation on the Board in order to facilitate effective communication and to provide an opportunity for students to participate in school governance.

Legal

1. 24 P.S. 303
2. 24 P.S. 1081
3. 24 P.S. 322
4. 24 P.S. 323
5. 24 P.S. 324
6. 65 Pa. C.S.A. 1101 et seq
7. 24 P.S. 321
8. 51 PA Code 15.2
9. 51 PA Code 15.3
10. 65 Pa. C.S.A. 1102
11. 65 Pa. C.S.A. 1104
12. 65 Pa. C.S.A. 1105
13. 24 P.S. 301 et seq
14. 24 P.S. 315
15. 24 P.S. 316
16. 24 P.S. 317
17. 24 P.S. 318
18. 24 P.S. 319
19. 65 Pa. C.S.A. 701 et seq
20. 24 P.S. 407
21. 65 P.S. 91
22. Pol. 006
23. Pol. 011
24. Pol. 901
25. 24 P.S. 516
26. 24 P.S. 328
27. 24 P.S. 516.1

24 P.S. 519

Pol. 331

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	000 Local Board Procedures
Title	Meetings
Code	006
Status	Review
Adopted	May 11, 2004
Last Revised	October 12, 2017

~~Parliamentary Authority~~

~~All Board meetings will be conducted in an orderly and business-like manner. Robert's Rules of Order, Newly Revised, including group rules shall govern the Board in its deliberations in all cases in which it is not inconsistent with statute, regulations of the State Board, or Board procedures.[38]~~

~~Quorum~~

~~A quorum shall be five (5) Board members present at a meeting. No business shall be transacted at a meeting without a quorum, but the Board members present at such a meeting may adjourn to another time.[1]~~

~~Presiding Officer~~

~~The President shall preside at all Board meetings. In the absence, disability or disqualification of the President, the Vice-President shall act instead. If neither person is present, a Board member shall be elected President pro tempore by a plurality of those present to preside at that meeting only. The act of any person so designated shall be legal and binding.[2][3][4][5]~~

~~Notice~~

~~Published notices of public Board meetings, including committee meetings and discussion sessions, shall provide date, place and time of such meetings in newspaper(s) of general circulation within Bedford County.[39][40]~~

1. ~~Notice of annual scheduled regular meetings shall be given by publication showing the date, place and time of all regular meetings for the calendar year at least three (3) days prior to the time of the first regular meeting and advertised monthly on the school website.[39][40]~~

2. ~~Notice of all special meetings shall be given by publication and posting of notice at least twenty-four (24) hours prior to the time of the meeting, except that such notice shall be waived when a special meeting is called to deal with an actual emergency involving a clear and present danger to life or property.[39][40]~~

3. Notice of all rescheduled meetings shall be given by publication and posting of notice at least twenty-four (24) hours prior to the time of the meeting.[39][40]

4. Notice of all recessed or reconvened meetings shall be given by posting a notice of the place, date and time of meeting and sending copies of such notice to interested parties.[39]

5. Notice of all public meetings shall be given to any newspaper(s) circulating in Bedford County and a radio or television station which so requests. Notice of all public meetings shall be given to any individual who so requests and provides a stamped, addressed envelope for such notification.[40]

6. Notice of executive sessions, if not previously announced, shall be provided in writing to Board members at least twenty-four (24) hours prior to the executive session. Notice of all regular and special Board meetings shall be given to Board members by mail.[6]

Regular Meetings

Regular Board meetings shall be public and shall be held at specified places on the second Tuesday of each month.[38]

An agenda shall be prepared by the Superintendent and presented in writing at each meeting or in advance, if possible, to ensure effective use of meeting time. Board members, citizens or others having matters to be presented to the Board for consideration shall submit their requests to the Superintendent.

Special Meetings

Special meetings shall be public and may be called for special or general purposes.[38]

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

The order of business for special meetings shall be as follows unless altered by the President:

Call To Order
Roll Call
Announcement
Reading of Notice of Meeting
Transaction of business for which meeting was called
Adjournment

Hearing of the Public

A member of the public present at a Board meeting may address the Board in accordance with law and Board policy and procedures.[7][38]

Voting

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

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

1. The following action requires the unanimous consent of all remaining members of the Board:[8]

a. ~~Appoint as attorney or solicitor of the Board a school director who has served for two (2) consecutive terms of four (4) years each after resigning his/her office.~~

2. ~~The following actions require the recorded affirmative votes of two-thirds of the full number of Board members:~~

   a. ~~Transfer of budgeted funds.~~[9][10]

   b. ~~Transfer of any unencumbered balance, or portion thereof, from one appropriation to another, or from one spending agency to another.~~[10]

   c. ~~Incur a temporary debt or borrow money upon such obligation.~~[11]

   d. ~~Incur a temporary debt to meet an emergency or catastrophe.~~[10]

   e. ~~Elect to a teaching position a person who has served as a Board member and who has resigned.~~[8]

   f. ~~Convey land or buildings to the municipality co-terminus with the school district.~~[12]

   g. ~~Adopt or change textbooks without the recommendation of the Superintendent.~~[13]

   h. ~~Dismiss, after a hearing, a tenured professional employee.~~[14]

   i. ~~Adopt, amend, or repeal a Board procedure.~~[15]

3. ~~The following actions require the recorded affirmative votes of a majority of the full number of Board members:~~

   a. ~~Fixing the length of school term.~~[16]

   b. ~~Adopting textbooks recommended by the Superintendent.~~[16][17]

   c. ~~Appointing the district Superintendent and Assistant Superintendent(s).~~[16][18][19]

   d. ~~Appointing teachers and principals.~~[16]

   e. ~~Adopting the annual budget.~~[16][20]

   f. ~~Appointing tax collectors and other appointees.~~[16][21][22]

   g. ~~Levying and assessing taxes.~~[16][23]

   h. ~~Purchasing, selling, or condemning land.~~[16]

   i. ~~Locating new buildings or changing the location of old ones.~~[16]

   j. ~~Adopting planned instruction.~~[16][24]

   k. ~~Establishing additional schools or departments.~~[16]

   l. ~~Designating depositories for school funds.~~[16][25]

   m. ~~Expending district funds.~~

n. ~~Entering into contracts of any kind, including contracts for the purchase of fuel or any supplies where the amount involved exceeds $100 (including items subject to $10,000 bid requirements).[16][26]~~

o. ~~Fixing salaries or compensation of officers, teachers, or other appointees of the Board.[16]~~

p. ~~Combining or reorganizing into a larger school district.[27]~~

q. ~~Entering into contracts with and making appropriations to the intermediate unit for the district's proportionate share of the cost of services provided or to be provided by the intermediate unit.[16]~~

r. ~~Dismissing, after a hearing, a nontenured employee.[16][28][29]~~

s. ~~Adopting a corporate seal for the district.[30]~~

t. ~~Determining the location and amount of any real estate required by the school district for school purposes.[31]~~

u. ~~Vacating and abandoning property to which the Board has title.[32]~~

v. ~~Determining the holidays, other than those provided by statute, to be observed by special exercises and those on which the schools shall be closed for the whole day.[33]~~

w. ~~Removing a school director.[34]~~

x. ~~Declaring that a vacancy exists on the Board by reason of the failure or neglect of a school director to qualify.[34]~~

y. ~~Removing an officer of the Board.[21]~~

z. ~~Removing an appointee of the Board.[21]~~

aa. ~~Adopting, amending or repealing Board policy.[15]~~

~~Minutes~~

~~The Board shall cause to be made, and shall retain as a permanent record of the district, minutes of all open Board meetings. Said minutes shall be comprehensible and complete and shall show:[35][41]~~

1. ~~The date, place, and time of the meeting.~~
2. ~~The names of Board members present.~~
3. ~~The presiding officer.~~
4. ~~The substance of all official actions.~~
5. ~~Actions taken.~~
6. ~~Recorded votes and a record by individual members of all roll call votes taken.[42]~~
7. ~~The names of all citizens who appeared officially and the subject of their testimony.~~

~~The Board Secretary shall provide each Board member with a copy of the minutes of the last meeting prior to the next regular meeting.[45]~~

The minutes of Board meetings shall be approved at the next succeeding meeting and signed by the Board Secretary.[36]

Notations and any tape or audiovisual recordings shall not be the official record of an open public Board meeting and should be destroyed once they have served their purpose.[45][46][47]

Adjournment

The Board may at any time recess or adjourn to an adjourned meeting at a specified date and place, upon the majority vote of those present. The adjourned meeting shall take up its business at the point in the agenda where the motion to adjourn was acted upon. Notice of the rescheduled meeting shall be given as provided in Board policy.[37][39][40]

Executive Session

The Board may hold an executive session, which is not an open meeting, before, during, at the conclusion of an open meeting, or at some other time. The presiding officer shall announce the reason for holding the executive session; the announcement can be made at the open meeting prior to or after the executive session.[43][44]

The Board may discuss the following matters in executive session:

1. Employment issues.
2. Labor relations.
3. Purchase or lease of real estate.
4. Consultation with an attorney or other professional advisor regarding potential litigation or identifiable complaints that may lead to litigation.
5. Matters that must be conducted in private to protect a lawful privilege or confidentiality.

Official actions based on discussions held in executive session shall be taken at a public meeting.

Work Sessions

The Board may meet as a Committee of the Whole in an open meeting to vote on or to discuss issues. Public notice of such meetings shall be made.[37][38]

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

The Board Secretary shall provide notice of a meeting of the Committee of the Whole as per the notice provisions of Board procedures.[39][40]

Committee Meetings

Committee meetings may be called at any time by the committee chairperson, with proper public notice, or when requested to do so by members of the committee.[39][40]

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

Unless held as an executive session, committee meetings shall be open to the public, other Board members, and the Superintendent.[38]

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

Legal

1. 24 P.S. 422
2. 24 P.S. 405
3. 24 P.S. 426
4. 24 P.S. 427
5. 24 P.S. 428
6. 24 P.S. 423
7. Pol. 903
8. 24 P.S. 324
9. 24 P.S. 609
10. 24 P.S. 687
11. 24 P.S. 634
12. 24 P.S. 707
13. 24 P.S. 803
14. 24 P.S. 1129
15. Pol. 003
16. 24 P.S. 508
17. Pol. 108
18. 24 P.S. 1071
19. 24 P.S. 1076
20. Pol. 604
21. Pol. 005
22. Pol. 606
23. Pol. 605
24. Pol. 107
25. 24 P.S. 621
26. Pol. 610
27. 24 P.S. 224
28. 24 P.S. 514
29. 24 P.S. 1080
30. 24 P.S. 212
31. 24 P.S. 702
32. 24 P.S. 708
33. 24 P.S. 1503
34. Pol. 004
35. 24 P.S. 518
36. 24 P.S. 433
37. Pol. 006
38. 65 Pa. C.S.A. 701 et seq

39. 65 Pa. C.S.A. 703

40. 65 Pa. C.S.A. 709

41. 65 Pa. C.S.A. 706

42. 65 Pa. C.S.A. 705

43. 65 Pa. C.S.A. 707

44. 65 Pa. C.S.A. 708

45. 24 P.S. 407

46. Pol. 800

47. Pol. 801

24 P.S. 408

24 P.S. 421

24 P.S. 671

24 P.S. 1075

24 P.S. 1077

24 P.S. 1111

Pol. 612

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	000 Local Board Procedures
Title	Meetings
Code	006 Vol IV 2018
Status	First Reading
Adopted	May 11, 2004
Last Revised	October 8, 2019
Prior Revised Dates	09/12/2017

Parliamentary Authority

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

Quorum

A quorum shall consist of a majority of the members of the Board. No business shall be transacted at a meeting without a quorum, but the school directors present at such a meeting may adjourn to another time.[3]

Presiding Officer

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

Notice

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

1. Notice of regular meetings shall be given by publication and posting of a schedule showing the date, place and time of all regular meetings for the calendar year at least three (3) days prior to the time of the first regular meeting.[8][9]

2. Notice of all special meetings shall be given by publication and posting of notice at least twenty-four (24) hours prior to the time of the meeting, except that such notice shall be waived when a special meeting is called to deal with an actual emergency involving a clear

and present danger to life or property.[8][9]

3. Notice of all rescheduled meetings shall be given by publication and posting of notice at least twenty-four (24) hours prior to the time of the meeting.[8][9]

4. Notice of all recessed or reconvened meetings shall be given by posting a notice of the place, date and time of the meeting and sending copies of such notice to interested parties.[8]

5. Notice of all public meetings shall be given to newspaper(s) circulating in Bedford County and any radio or television station which so requests. Notice of all public meetings shall be given to any individual who so requests and provides a stamped, addressed envelope for such notification.[9]

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

Regular Meetings

Regular Board meetings shall be public and shall be held at specified places at least once every two (2) months.[2][11]

1. Agenda

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

   to prepare an agenda of the items of business to come before the Board at each regular meeting.

   The agenda, together with all relevant reports, shall be provided to each school director at least 5 days before the meeting.

   If the agenda includes an item of business related to removal of an officer of the Board, the agenda shall be provided to each school director at least seven (7) days before the meeting.

2. Order of Business

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

   Call To Order
   Roll Call
   Announcement
   Reading of Notice of Meeting
   Transaction of business for which meeting was called
   Adjournment

Special Meetings

Special meetings may be called for special or general purposes and shall be public except when conducted as an executive session for purposes authorized by law.[2][5][10][12]

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

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

Public Participation

At each public Board meeting, prior to official action by the Board, an opportunity shall be provided for public comment in accordance with law and Board procedures and policy.[2][13]

Voting

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

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

Special Voting Requirements –

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

1. Actions requiring the unanimous affirmative vote of all members of the Board remaining in office:
    a. Appoint as Board Secretary a former school director who has resigned, before the expiration of the term for which the director was elected.*[14][15]
    b. Appoint as solicitor a former school director who has resigned, before the expiration of the term for which the director was elected.*[14][15]
2. Actions requiring the affirmative votes of two-thirds of the full membership of the Board:
    a. Transferring, during the first three (3) months of the fiscal year, budgeted funds set apart or appropriated to a particular item of expenditure.*[15][16][17]
    b. Adding or increasing appropriations to meet an emergency or catastrophe.*[15][17]
    c. Hiring as a teacher a former school director who has resigned, before the expiration of the term for which the director was elected.*[14][15]
    d. Conveying land or buildings to certain charities or other public agencies without following prescribed valuation procedures or with more favorable financing.*[15][18]
    e. Incurring temporary debt (non-emergency).*[17][20]
    f. Dismissing a tenured professional employee after a hearing.*[15][21]
    g. Borrowing in anticipation of current revenue.*[15][22]
3. Actions requiring the affirmative votes of two-thirds of those voting in the presence of a quorum:
    a. Incurring temporary debt to meet an emergency or catastrophe.*[15][17]
    b. Adopting or changing textbooks without the recommendation of the Superintendent.*[15][23]
4. Actions requiring the affirmative votes of a majority of the full membership of the Board:
    a. Fixing the length of the school term.*[15]

b. Adopting textbooks recommended by the Superintendent.*[15][24]

c. Appointing the district Superintendent and Assistant Superintendent(s).*[15][25][26]

d. Appointing teachers and principals.*[15]

e. Adopting the annual budget.*[15][27]

f. Appointing tax collectors and other appointees.*[15][28][29]

g. Levying and assessing taxes.*[15][30]

h. Purchasing, selling, or condemning land.*[15]

i. Locating new buildings or changing the location of old ones.*[15]

j. Creating or increasing any indebtedness.*[15]

k. Adopting planned instruction.[15][31]

l. Establishing additional schools or departments.*[15]

m. Designating depositories for school funds.*[15][32][33]

n. Authorizing the transfer of any unencumbered balance, or portion thereof, from one appropriation to another, or from one spending agency to another during the last nine (9) months of the fiscal year.*[15][17]

o. Entering into contracts of any kind, including contracts for the purchase of fuel or any supplies where the amount involved exceeds $100 (including items subject to bid requirements).*[15][34]

p. Fixing salaries or compensation of officers, teachers, or other appointees of the Board.*[15]

q. Entering into contracts with and making appropriations to the intermediate unit for the district's proportionate share of the cost of services provided or to be provided by the intermediate unit.*[15]

r. Dismissing, after a hearing, a Superintendent, Assistant Superintendent or non-tenured teacher.*[15][35][36]

s. Determining the location and amount of any real estate required by the school district for school purposes.*[15][37]

t. Vacating and abandoning property to which the Board has title.*[15][38]

u. Appointing a school director to fill a vacancy on the Board.*[15][39]

v. Calling a special meeting when the President has failed to do so after written request of three (3) members of the Board.[5]

w. Declaring that a vacancy exists on the Board by reason of the failure or neglect of a school director to qualify.[40]

x. Adopting, amending or repealing Board procedures and policy.[41]

y. Combining or reorganizing into a larger school district.[42]

z. Adopting a corporate seal for the district.[43]

Abstention from Voting

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

1. Conflict of interest under the Ethics Act.[44][45][46]

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

   Conflict of interest - use by a public official of the authority of his/her office or any confidential information received through his/her holding public office for the private pecuniary benefit of him/herself, a member of his/her immediate family or a business with which s/he or a member of his/her immediate family is associated. The term does not include an action having a de minimis economic impact or which affects to the same degree a class consisting of the general public or a subclass consisting of an industry, occupation or other group which includes the public official, a member of his/her immediate family or a business with which s/he or a member of his/her immediate family is associated.[44]

   De minimis economic impact – an economic consequence which has an insignificant effect.[44]

   Immediate family – parent, spouse, child, brother or sister.[44]

   Business with which associated – any business in which the person or a member of the person's immediate family is a director, officer, owner, employee or has a financial interest.[44]

2. Relative recommended for appointment to or dismissal from a teaching position.[21][47]

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

The Board is encouraged to seek the guidance of the district solicitor or the State Ethics Commission for questions related to conflict of interest.[45][46]

Minutes

The Board shall cause to be made, and shall retain as a permanent record of the district, minutes of all public Board meetings. Said minutes shall be comprehensible and complete and shall show:[48][49]

1. Date, place, and time of the meeting.
2. Names of school directors present.
3. Presiding officer.
4. Substance of all official actions.
5. Actions taken.
6. Recorded votes and a record by individual members of all roll call votes taken.[50]
7. Names of all residents who appeared officially and the subject of their testimony.

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

The minutes of Board meetings shall be approved at the next succeeding meeting and signed by the Board Secretary.[51]

Notations and any tape or audiovisual recordings shall not be the official record of a public Board meeting but may be available for public access, upon request, in accordance with Board policy. Any notations and/or audiovisual recordings of a Board meeting shall be retained and disposed of in accordance with the district's records retention schedule.[1][52][53]

Recess/Reconvene

The Board may at any time recess or reconvene to a reconvened meeting at a specified date and place, upon the majority vote of those present. The reconvened meeting shall immediately take up its business at the point in the agenda where the motion to recess was acted upon. Notice of the reconvened meeting shall be given as provided in Board policy.[8][9][54]

Executive Session

The Board may hold an executive session, which is not an open meeting, before; during; at the conclusion of a public meeting; or at some other time. The presiding officer shall announce the reason for holding the executive session; the announcement can be made at the public meeting prior to or after the executive session.[12][55][56]

The Board may discuss the following matters in executive session:

1. Employment issues.
2. Labor relations.
3. Purchase or lease of real estate.
4. Consultation with an attorney or other professional advisor regarding potential litigation or identifiable complaints that may lead to litigation.
5. Matters that must be conducted in private to protect a lawful privilege or confidentiality.
6. School safety and security, of a nature that if conducted in public, would:[12]

    a. Be reasonably likely to impair the effectiveness of school safety measures.

    b. Create a reasonable likelihood of jeopardizing the safety or security of an individual or a school, including a building, public utility, resource, infrastructure, facility or information storage system.

Official actions based on discussions held in executive session shall be taken at a public meeting.

Work Sessions

The Board may meet as a Committee of the Whole in a public meeting to vote on or to discuss issues. Public notice of such meetings shall be made in accordance with Board procedures.[2][54]

A meeting of the Committee of the Whole, not regularly scheduled, may be called at any time by the President; the President shall call such a meeting when requested to do so by school directors. Public notice of the meeting shall be made in accordance with Board procedures.

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

Committee Meetings

Standing committee meetings may be called at any time by the committee chairperson, with proper public notice, or when requested to do so by 2 members of the committee.[8][9][54]

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

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

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

Legal

1. 24 P.S. 407
2. 65 Pa. C.S.A. 701 et seq
3. 24 P.S. 422
4. 24 P.S. 405
5. 24 P.S. 426
6. 24 P.S. 427
7. 24 P.S. 428
8. 65 Pa. C.S.A. 703
9. 65 Pa. C.S.A. 709
10. 24 P.S. 423
11. 24 P.S. 421
12. 24 P.S. 425
13. Pol. 903
14. 24 P.S. 324
15. 24 P.S. 508
16. 24 P.S. 609
17. 24 P.S. 687
18. 24 P.S. 707
19. 24 P.S. 671
20. 24 P.S. 634
21. 24 P.S. 1129
22. 24 P.S. 640
23. 24 P.S. 803
24. Pol. 108
25. 24 P.S. 1071
26. 24 P.S. 1076
27. Pol. 604
28. Pol. 005
29. Pol. 606
30. Pol. 605
31. Pol. 107
32. 24 P.S. 621
33. Pol. 608
34. Pol. 610
35. 24 P.S. 1080
36. 24 P.S. 514
37. 24 P.S. 702
38. 24 P.S. 708
39. 24 P.S. 315
40. Pol. 004

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	100 Programs
Title	Copy of Nondiscrimination in School and Classroom Practices
Code	103
Status	
Adopted	December 2, 2004
Last Revised	November 14, 2017

~~Authority~~

~~The Board declares it to be the policy of this district to provide an equal opportunity for all students to achieve their maximum potential through the programs offered in the schools regardless of race, color, age, creed, religion, gender, sexual orientation, ancestry, national origin, marital status, pregnancy, or handicap/disability.[1][12][2][3][4][13][5][14][6][7][8][9][10][11]~~

~~The district shall provide to all students, without discrimination, course offerings, counseling, assistance, employment, athletics and extracurricular activities. The equitable distribution of district resources is one means the district shall use to ensure all students receive a quality education. The district shall make reasonable accommodations for identified physical and mental impairments that constitute handicaps and disabilities, consistent with the requirements of federal and state laws and regulations.~~

~~The Board encourages students and third parties who have been subject to discrimination to promptly report such incidents to designated employees.~~

~~The Board directs that complaints of discrimination shall be investigated promptly, and corrective action be taken when allegations are substantiated. Confidentiality of all parties shall be maintained, consistent with the district's legal and investigative obligations.~~

~~No reprisals nor retaliation shall occur as a result of good faith charges of discrimination.~~

~~Delegation of Responsibility~~

~~In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the Superintendent or his/her designee as the district's Compliance Officer.~~

~~The Compliance Officer shall publish and disseminate this policy and complaint procedure at least annually to students, parents/guardians, employees and the public.~~

~~Nondiscrimination statements shall include the position, office address, telephone number and email address of the Compliance Officer.~~

~~The Compliance Officer shall annually inform students, parents/guardians, employees, and the public of the nondiscrimination practices by means of the following: publication in the district's News Bulletin, publication in handbooks, and presentation at an assembly.~~

~~The Compliance Officer is responsible to monitor the implementation of nondiscrimination procedures in the following areas:~~

1. ~~Curriculum and Materials – Review of curriculum guides, textbooks and supplemental materials for discriminatory bias.~~

2. ~~Training – Provision of training for students and staff to identify and alleviate problems of discrimination.~~

3. ~~Student Access – Review of programs, activities and practices to ensure that all students have equal access and are not segregated except when permissible by law or regulation.~~

4. ~~District Support – Assurance that like aspects of the school program receive like support as to staffing and compensation, facilities, equipment, and related matters.~~

5. ~~Student Evaluation – Review of tests, procedures and guidance and counseling materials for stereotyping and discrimination.~~

~~The building principal or designee shall be responsible to complete the following duties when receiving a complaint of discrimination:~~

1. ~~Inform the student or third party of the right to file a complaint and the complaint procedure.~~

2. ~~Inform the complainant that s/he may be accompanied by a parent/guardian during all steps of the complaint procedure.~~

3. ~~Notify the complainant and the accused of the progress at appropriate stages of the procedure.~~

4. ~~Refer the complainant to the Compliance Officer if the building principal is the subject of the complaint.~~

~~Guidelines~~

~~Complaint Procedure – Student/Third Party~~

~~Step 1 – Reporting~~

~~A student or third party who believes s/he has been subject to conduct that constitutes a violation of this policy is encouraged to immediately report the incident to the building principal.~~

~~A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the building principal.~~

~~If the building principal is the subject of a complaint, the student, third party or employee shall report the incident directly to the Compliance Officer.~~

~~The complainant or reporting employee is encouraged to use the report form available from the building principal, but oral complaints shall be acceptable.~~

~~Step 2 – Investigation~~

~~Upon receiving a complaint of discrimination, the building principal shall immediately notify the Compliance Officer. The Compliance Officer shall authorize the building principal to investigate the complaint, unless the building principal is the subject of the complaint or is unable to conduct the investigation.~~

~~The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the incident. The investigator may also evaluate any other information and materials relevant to the investigation.~~

~~If the investigation results in a determination that the conduct being investigated may involve a violation of criminal law, the building principal shall inform law enforcement authorities about the incident.~~

~~The obligation to conduct this investigation shall not be negated by the fact that a criminal investigation of the incident is pending or has been concluded.~~

~~Step 3 – Investigative Report~~

~~The building principal shall prepare a written report within fifteen (15) days, unless additional time to complete the investigation is required. The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual and whether it is a violation of this policy, and a recommended disposition of the complaint.~~

~~Findings of the investigation shall be provided to the complainant, the accused, and the Compliance Officer.~~

~~Step 4 – District Action~~

~~If the investigation results in a finding that the complaint is factual and constitutes a violation of this policy, the district shall take prompt, corrective action to ensure that such conduct ceases and will not recur. District staff shall document the corrective action taken and, where not prohibited by law, inform the complainant.~~

~~Disciplinary actions shall be consistent with the Student Code of Conduct, Board policies and district procedures, applicable collective bargaining agreements, and state and federal laws.~~

~~If it is concluded that a student has knowingly made a false complaint under this policy, such student shall be subject to disciplinary action.~~

~~Appeal Procedure~~

1. ~~If the complainant or the accused is not satisfied with a finding made pursuant to the policy or with the corrective action recommended in the investigative report, s/he may submit a written appeal to the Compliance Officer within fifteen (15) days.~~

2. ~~The Compliance Officer shall review the investigation and the investigative report and may also conduct a reasonable investigation to assess the sufficiency and propriety of the prior investigation.~~

3. ~~The Compliance Officer shall prepare a written response to the appeal within fifteen (15) days. Copies of the response shall be provided to the complainant, the accused and the building principal who conducted the initial investigation.~~

Legal

1. 24 P.S. 1310
2. 22 PA Code 4.4
3. 22 PA Code 12.1
4. 22 PA Code 12.4
5. 24 P.S. 5004
6. 20 U.S.C. 1681 et seq
7. 20 U.S.C. 6321
8. 29 U.S.C. 794
9. 42 U.S.C. 2000d et seq
10. 42 U.S.C. 12101 et seq
11. Pol. 103.1
12. 24 P.S. 1601-C et seq
13. 22 PA Code 15.1 et seq
14. 43 P.S. 951 et seq

28 CFR Part 35
28 CFR Part 41
34 CFR Part 100
34 CFR Part 104
34 CFR Part 106
34 CFR Part 110
Pol. 000
Pol. 122
Pol. 123
Pol. 701
Pol. 906

103-Attach.doc (30 KB)

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	100 Programs
Title	Nondiscrimination/Discriminatory Harassment - School and Classroom Practices
Code	103 Vol V 2018
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019
Prior Revised Dates	11/14/2017

Authority

The Board declares it to be the policy of this district to provide an equal opportunity for all students to achieve their maximum potential through the programs offered in the schools without discrimination on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy or handicap/disability.[1][2][3][4][5][6][7][8][9][10][11][12][13][14][15][16][17][18][19]

The district strives to maintain a safe, positive learning environment for all students that is free from discrimination. Discrimination is inconsistent with the educational and programmatic goals of the district and is prohibited on school grounds, at school-sponsored activities and on any conveyance providing transportation to or from a school entity or school-sponsored activity.

The district shall provide to all students, without discrimination, course offerings, counseling, assistance, services, employment, athletics and extracurricular activities. The district shall make reasonable accommodations for identified physical and mental impairments that constitute handicaps and disabilities, consistent with the requirements of federal and state laws and regulations.

The Board encourages students and third parties who believe they or others have been subject to discrimination to promptly report such incidents to designated employees, even if some elements of the related incident took place or originated away from school grounds, school activities or school conveyances.

The Board directs that verbal and written complaints of discrimination shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of discrimination brought pursuant to this policy shall also be reviewed for conduct which may not be proven discriminatory under this policy but merits review and possible action under other Board policies.

Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with this policy and the district's legal and investigative obligations.

Retaliation

The Board prohibits retaliation against any person for making a report of discrimination or participating in a related investigation or hearing, or for opposing practices the person reasonably believes to be discriminatory. A complaint of retaliation shall be handled in the same manner as a complaint of discrimination.

Definitions

Discriminatory Harassment

Harassment by students, employees or third parties on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy, handicap/disability or for participation in reports or investigations of alleged discrimination is a form of discrimination and is subject to this policy. A person who is not necessarily an intended victim or target of such harassment but is adversely affected by the offensive conduct may file a report of discrimination on his/her own behalf.[20][21][22][23][24][25][26]

For purposes of this policy, harassment shall consist of unwelcome conduct such as graphic, written, electronic, verbal or nonverbal acts including offensive jokes, slurs, epithets and name-calling, ridicule or mockery, insults or put-downs, offensive objects or pictures, physical assaults or threats, intimidation, or other conduct that may be harmful or humiliating or interfere with a person's school or school-related performance and which relates to an individual's or group's race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy or handicap/disability when such conduct is:

1. Sufficiently severe, persistent or pervasive; and

2. A reasonable person in the complainant's position would find that it creates an intimidating, threatening or abusive educational environment such that it deprives or adversely interferes with or limits an individual or group of the ability to participate in or benefit from the services, activities or opportunities offered by a school.

Sexual Harassment

Sexual harassment is a form of discrimination on the basis of sex and is subject to this policy. For purposes of this policy, sexual harassment shall consist of unwelcome sexual advances; requests for sexual favors; and other inappropriate verbal, nonverbal, written, graphic or physical conduct of a sexual nature when:

1. Submission to such conduct is made explicitly or implicitly a term or condition of a student's status in any educational or other programs offered by a school; or

2. Submission to or rejection of such conduct is used as the basis for educational or other program decisions affecting a student; or

3. Such conduct deprives a student or group of individuals of educational aid, benefits, services or treatment; or

4. Such conduct is sufficiently severe, persistent or pervasive that a reasonable person in the complainant's position would find that it unreasonably interferes with the complainant's performance in school or school-related programs, or otherwise creates an intimidating, hostile, or offensive school or school-related environment such that it unreasonably interferes with the complainant's access to or participation in school or school-related programs.

Federal law declares sexual violence a form of sexual harassment. Sexual violence means physical or sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the victim's use of drugs or alcohol. An individual may also be unable to give consent due to an

intellectual or other disability. Sexual violence includes but is not limited to rape, sexual assault, sexual battery and sexual coercion.

Delegation of Responsibility

In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the

Superintendent as the district's Compliance Officer. All nondiscrimination notices or information shall include the position, office address, telephone number and email address of the Compliance Officer.

The Compliance Officer shall publish and disseminate this policy and complaint procedure at least annually to students, parents/guardians, employees and the public to notify them of where and how to initiate complaints under this policy.

The Compliance Officer is responsible to ensure adequate nondiscrimination procedures are in place, to recommend new procedures or modifications to procedures and to monitor the implementation of the district's nondiscrimination procedures in the following areas:

1. Curriculum and Materials - Review of curriculum guides, textbooks and supplemental materials for discriminatory bias.

2. Training - Provision of training for students and staff to prevent, identify and alleviate problems of discrimination.

3. Student Access - Review of programs, activities and practices to ensure that all students have equal access and are not segregated except when permissible by law or regulation.

4. District Support - Assurance that like aspects of the school program receive like support as to staffing and compensation, facilities, equipment, and related areas.

5. Student Evaluation - Review of tests, procedures, and guidance and counseling materials for stereotyping and discrimination.

6. Complaints - Monitor and provide technical assistance to building principals or designee in processing complaints.

The building principal or designee shall be responsible to promptly complete the following duties upon receipt of a report of discrimination or retaliation from a student, employee or third party:

1. If the building principal is the subject of the complaint, refer the complainant to the Compliance Officer to carry out these responsibilities.

2. Inform the complainant about this policy including the right to an investigation of both oral and written complaints of discrimination.

3. Inform parents/guardians of the complainant that the complainant may be accompanied by a parent/guardian during all steps of the complaint procedure. When a parent/guardian requests confidentiality, explain that the school shall take all reasonable steps to investigate and respond to the complaint consistent with that request for confidentiality as long as doing so does not preclude the school from responding effectively to the discrimination and preventing discrimination of other students.

4. Provide relevant information on resources available in addition to the school complaint procedure, such as making reports to the police, available assistance from domestic violence or rape crisis programs and community health resources including counseling resources.

5. Immediately notify the Compliance Officer of the complaint. The Compliance Officer shall assess whether the investigation should be conducted by the building principal, another district employee, the Compliance Officer or an attorney and shall promptly assign the investigation to that individual. When a parent/guardian has requested confidentiality, the Compliance Officer shall provide the parent/guardian with a letter containing information related to the district's legal obligations to conduct an investigation and address violations of this policy, and any other information appropriate to the specific complaint.

6. After consideration of the allegations and in consultation with the Compliance Officer and other appropriate individuals, promptly implement interim measures as appropriate to protect the complainant and others as necessary from violation of this policy during the course of the investigation.

Guidelines

Complaint Procedure – Student/Third Party

Step 1 – Reporting

A student or third party who believes s/he has been subject to conduct by any student, employee or third party that constitutes a violation of this policy is encouraged to immediately report the incident to the building principal. Any person with knowledge of conduct that may violate this policy is encouraged to immediately report the matter to the building principal.

A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the building principal, as well as properly making any mandatory police or child protective services reports required by law. [27]

If the building principal is the subject of a complaint, the student, third party or employee shall report the incident directly to the Compliance Officer.

The complainant or reporting employee may be encouraged to use the district's report form, available from the building principal or Compliance Officer, or to put the complaint in writing; however, oral complaints shall be accepted, documented and the procedures of this policy implemented. The person accepting the verbal or written complaint may provide factual information on the complaint and the investigative process, the impact of choosing to seek confidentiality and the right to file criminal charges. In all other respects, the person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the complainant or those accused of a violation of this policy.

Step 2 – Investigation

The Compliance Officer shall ensure that the individual assigned to investigate the complaint has an appropriate understanding of the relevant laws pertaining to discrimination issues and this policy and how to conduct investigations.

The investigator shall work with the Compliance Officer to assess the anticipated scope of the investigation, who needs to be interviewed and what records may be relevant to the investigation.

The investigator shall conduct an adequate, reliable and impartial investigation. The complainant and the accused may suggest additional witnesses and provide other evidence during the course of the investigation. When the initial complaint involves allegations relating to conduct which took place away from school property, school-sponsored activities or school conveyances, the investigation may include inquiries related to these allegations to determine whether they resulted in continuing effects such as harassment in school settings.

The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the allegations. The investigator may also evaluate any other information

and materials relevant to the investigation. The person making the report, parties, parents/guardians and witnesses shall be informed of the prohibition against retaliation for anyone's participation in the process and that conduct believed to be retaliatory should be reported. All individuals providing statements or other information or participating in the investigation shall be instructed to keep the matter confidential and to report any concerns about confidentiality to the investigator.

If the investigation reveals that the conduct being investigated may involve a violation of criminal law, the investigator shall promptly notify the Compliance Officer, who shall promptly inform law enforcement authorities about the allegations.[27][28][29]

The obligation to conduct this investigation shall not be negated by the fact that a criminal or child protective services investigation of the allegations is pending or has been concluded. The investigator should coordinate with any other ongoing investigations of the allegations, including agreeing to requests for a short delay in fulfilling the district's investigative responsibilities during the fact-finding portion of a criminal or child protective services investigation. Such delays shall not extend beyond the time necessary to prevent interference with or disruption of the criminal or child protective services investigation.

Step 3 – Investigative Report

The investigator shall prepare and submit a written report to the Compliance Officer within twenty (20) days of the initial report of alleged discrimination, unless the nature of the allegations, anticipated extent of the investigation or the availability of witnesses requires the investigator and the Compliance Officer to establish a different due date. The parties shall be notified of the anticipated date the investigative report will be completed and of any changes to the anticipated due date during the course of the investigation.

The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual, the information and evaluation that formed the basis for this determination, whether the conduct violated this policy and of any other violations of law or Board policy which may warrant further district action, and a recommended disposition of the complaint. An investigation into discriminatory harassment or sexual harassment shall consider the record as a whole and the totality of circumstances in determining whether a violation of this policy has occurred, recognizing that persistent and pervasive conduct, when taken together, may be a violation even when the separate incidents are not severe.

The complainant and the accused shall be informed of the outcome of the investigation, for example, whether the investigator believes the allegations to be founded or unfounded, within a reasonable time of the submission of the written report to the extent authorized by the Family Educational Rights and Privacy Act (FERPA) and other applicable laws. The accused shall not be notified of the individual remedies offered or provided to the complainant.[30][31][32]

Step 4 – District Action

If the investigation results in a finding that some or all of the allegations of the complaint are established and constitute a violation of this policy, the district shall take prompt, corrective action designed to ensure that such conduct ceases and that no retaliation occurs. The district shall promptly take appropriate steps to prevent the recurrence of the prohibited conduct and to address the discriminatory effect the prohibited conduct had on the complainant and the school or school program environment. District staff shall document the corrective action taken and, where not prohibited by law, inform the complainant. The Compliance Officer shall follow up by assessing the effectiveness of the corrective action at reasonable intervals.

If an investigation results in a finding that a different policy was violated separately from or in addition to violations of this policy, or that there are circumstances warranting further action, such matters shall be addressed at the conclusion of this investigation or through disciplinary or other appropriate referrals where further evaluation or investigation is necessary.

Disciplinary actions shall be consistent with the Code of Student Conduct, Board policies and administrative regulations, district procedures, applicable collective bargaining agreements, and state and federal laws.

Appeal Procedure

1. If the complainant or the accused is not satisfied with a finding made pursuant to the policy or with recommended corrective action, s/he may submit a written appeal to the Compliance Officer within fifteen (15) days. If the Compliance Officer investigated the complaint, such appeal shall be made to the Superintendent.

2. The individual receiving the appeal shall review the investigation and the investigative report and may also conduct or designate another person to conduct a reasonable supplemental investigation to assess the sufficiency and propriety of the prior investigation.

3. The person handling the appeal shall prepare a written response to the appeal within twenty (20) days. Copies of the response shall be provided to the complainant, the accused and the investigator who conducted the initial investigation.

Legal

1. 20 U.S.C. 1681 et seq
2. 22 PA Code 12.1
3. 22 PA Code 12.4
4. 22 PA Code 15.1 et seq
5. 22 PA Code 4.4
6. 24 P.S. 1301
7. 24 P.S. 1310
8. 24 P.S. 1601-C et seq
9. 24 P.S. 5004
10. 29 U.S.C. 794
11. 42 U.S.C. 12101 et seq
12. 42 U.S.C. 1981 et seq
13. 42 U.S.C. 2000d et seq
14. 43 P.S. 951 et seq
15. Pol. 103.1
16. Pol. 218
17. Pol. 247
18. Pol. 249
19. U.S. Const. Amend. XIV, Equal Protection Clause
20. 29 CFR 1604.11
21. 29 CFR 1606.8
22. Davis v. Monroe County Board of Education, 526 U.S. 629 (1999)
23. Franklin v. Gwinnett County Public Schools, 503 U.S. 60 (1992)
24. Office for Civil Rights - Guidance on Schools' Obligations to Protect Students from Student-on-Student Harassment on the Basis of Sex; Race, Color and National Origin; and Disability (Oct. 26, 2010)
25. Office for Civil Rights - Resources for Addressing Racial Harassment

26. Office for Civil Rights - Revised Harassment Guidance: Harassment of Students by School Employees, Other Students or Third Parties Title IX (January 2001)

27. Pol. 806

28. 18 Pa. C.S.A. 2709

29. Pol. 815

30. Pol. 216

31. 20 U.S.C. 1232g

32. 34 CFR Part 99

28 CFR Part 35

28 CFR Part 41

34 CFR Part 100

34 CFR Part 104

34 CFR Part 106

34 CFR Part 110

Pol. 113

Pol. 122

Pol. 123

Pol. 138

Pol. 701

103Attach-ReportFormComplaints.doc (29 KB)

103Attach-TemplateLetter.docx (24 KB)

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	100 Programs
Title	Copy of Nondiscrimination – Qualified Students With Disabilities
Code	103.1
Status	
Adopted	January 12, 2010
Last Revised	November 14, 2017

~~Authority~~

~~The Board declares it to be the policy of this district to ensure that all district programs and practices are free from discrimination against all qualified students with disabilities. The Board recognizes its responsibility to provide academic and nonacademic services and programs equally to students with and without disabilities.[1][2][3][12][5][6][36][37]~~[9]

~~The district shall provide to each qualified student with a disability enrolled in the district, without cost to the student or parent/guardian, a free and appropriate public education (FAPE). This includes provision of education and related aids, services, or accommodations which are needed to afford each qualified student with a disability equal opportunity to participate in and obtain the benefits from educational programs and extracurricular activities without discrimination, to the same extent as each student without a disability, consistent with federal and state laws and regulations.~~

~~The Board encourages students and parents/guardians who believe they have been subjected to discrimination or harassment to promptly report such incidents to designated employees.~~

~~The Board directs that complaints of discrimination or harassment shall be investigated promptly, and corrective action be taken for substantiated allegations. Confidentiality of all parties shall be maintained, consistent with the district's legal and investigative obligations.~~

~~The district shall not intimidate, threaten, coerce, discriminate or retaliate against any individual for the purpose of interfering with any right or privilege secured by this policy.~~

~~Definitions~~

~~**Qualified student with a disability** - a student who has a physical or mental disability which substantially limits or prohibits participation in or access to an aspect of the district's educational programs, nonacademic services or extracurricular activities.[10][11]~~

~~**Section 504 Team** - a group of individuals who are knowledgeable about the student, the meaning of the evaluation data and the placement options for the student. This could include, as appropriate, documentation or input from classroom teachers, counselors, psychologists, school nurses, outside care providers and the student's parents/guardians.[12][37]~~

Section 504 Service Agreement (Service Agreement) - an individualized plan for a qualified student with a disability which sets forth the specific related aids, services, or accommodations needed by the student, which shall be implemented in school, in transit to and from school, and in all programs and procedures, so that the student has equal access to the benefits of the school's educational programs, nonacademic services, and extracurricular activities.[13]

Disability harassment - intimidation or abusive behavior toward a student based on disability that creates a hostile environment by interfering with or denying a student's participation in or receipt of benefits, services, or opportunities in the school's educational programs, nonacademic services, or extracurricular activities.[14]

Delegation of Responsibility

In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the Superintendent as the district's Section 504 Coordinator.[15]

In addition, each school within the district shall have a Section 504 building administrator.

The district shall publish and disseminate this policy and complaint procedure on or before the first day of each school year by posting it on the district's web site and in the student handbook. The district shall notify parents/guardians of students residing in the district of the district's responsibilities under applicable laws and regulations, and that the district does not discriminate against qualified individuals with disabilities.[16][17]

Guidelines

Identification and Evaluation

The district shall conduct an annual child find campaign to locate and identify every district student with a disability thought to be eligible for Section 504 services and protections. The district may combine this search with the district's IDEA child find efforts, in order to not duplicate efforts.[17] [18]

If a parent/guardian or the district has reason to believe that a student should be identified as a qualified student with a disability, should no longer be identified as a qualified student with a disability, or requires a change in or modification of the student's current Service Agreement, the parent/guardian or the district shall provide the other party with written notice.[19][20][21]

The district shall establish standards and procedures for initial evaluations and periodic re-evaluations of students who need or are believed to need related services because of a disability.[21]

The district shall specifically identify the procedures and types of tests used to evaluate a student, and provide the parent/guardian the opportunity to give or withhold consent to the proposed evaluation(s) in writing.[21]

The district shall establish procedures for evaluation and placement that assure tests and other evaluation materials:

1. Have been validated and are administered by trained personnel.
2. Are tailored to assess educational need and are not based solely on IQ scores.
3. Reflect aptitude or achievement or anything else the tests purport to measure and do not reflect the student's impaired sensory, manual or speaking skills (except where those skills are what is being measured).

Service Agreement

If a student is determined to be a qualified student with a disability, the district shall develop a written Service Agreement for the delivery of all appropriate aids, services, or accommodations necessary to provide the student with FAPE.[13]

The district shall not implement a Service Agreement until the written agreement is executed by a representative of the district and a parent/guardian.[13]

The district shall not modify or terminate a student's current Service Agreement without the parent's/guardian's written consent.[19]

Educational Programs/Nonacademic Services/Extracurricular Activities

The district shall educate a qualified student with a disability with students who are not disabled to the maximum extent appropriate to the needs of the student with a disability. A qualified student with a disability shall be removed from the regular educational environment only when the district determines that educating the student in the regular educational environment with the use of related aids, services, or accommodations cannot be achieved satisfactorily. Placement in a setting other than the regular educational environment shall take into account the proximity of the alternative setting to the student's home.[22][23]

The district shall not discriminate against any qualified student with a disability in its provision of nonacademic services and extracurricular activities, including but not limited to, counseling services, athletics, transportation, health services, recreational activities, special interest groups or clubs, and referrals to agencies which provide assistance to individuals with disabilities.[22][23][24][25][26][27][28]

Discipline

When necessary, the district shall discipline qualified students with disabilities in accordance with state and federal laws and regulations and Board policies.[29][30]

Parental Involvement

Parents/Guardians have the right to inspect and review all relevant school records of the student, meet with the appropriate school officials to discuss any and all issues relevant to the evaluation and accommodations of their child, and give or withhold their written consent to the evaluation and/or the provision of services.[20][13][31][21]

Confidentiality of Student Records

All personally identifiable information regarding a qualified student with a disability shall be treated as confidential and disclosed only as permitted by the Family Educational Rights and Privacy Act (FERPA) and its implementing regulations, state regulations, and Board policy.[32][33]

Procedural Safeguards

The district shall establish and implement a system of procedural safeguards that includes notice of rights to the parent/guardian of a student suspected of being a qualified student with a disability, an opportunity for the parent/guardian to review relevant records, an impartial hearing with an opportunity for participation by the student's parent/guardian, and a review procedure.[31][34]

A student or parent/guardian filing a claim of discrimination need not exhaust these procedures prior to initiating court action under Section 504.[20]

Parental Request For Assistance –

Parents/Guardians may file a written request for assistance with the Pennsylvania Department of Education (PDE) if one (1) or both of the following apply:[31]

1. The district is not providing the related aids, services and accommodations specified in the student's Service Agreement.

2. The district has failed to comply with the procedures and state regulations.

PDE shall investigate and respond to requests for assistance and, unless exceptional circumstances exist, shall, within sixty (60) calendar days of receipt of the request, send to the parents/guardians and district a written response to the request. The response to the parents'/guardians' request shall be in the parents'/guardians' native language or mode of communication.[31]

Informal Conference –

At any time, parents/guardians may file a written request with the district for an informal conference with respect to the identification or evaluation of a student, or the student's need for related aids, services or accommodations. Within ten (10) school days of receipt of the request, the district shall convene an informal conference. At the conference, every effort shall be made to reach an amicable agreement.[31]

Formal Due Process Hearing –

If the matters raised by the district or parents/guardians are not resolved at the informal conference, the district or parents/guardians may submit a written request for an impartial due process hearing. The hearing shall be held before an impartial hearing officer and shall be conducted in accordance with state regulations.[35][31]

Judicial Appeals –

The decision of the impartial hearing officer may be appealed to a court of competent jurisdiction.[31]

Complaint Procedure

This complaint procedure is in addition to and does not prevent parents/guardians from using any option in the procedural safeguards system.[9]

Step 1 – Reporting

A student or parent/guardian who believes s/he has been subject to conduct that constitutes a violation of this policy is encouraged to immediately report the incident to the Section 504 building administrator.

A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the Section 504 building administrator.

If the Section 504 building administrator is the subject of a complaint, the student, parent/guardian or employee shall report the incident directly to the district's Section 504 Coordinator.

The complainant or reporting employee is encouraged to use the report form available from the Section 504 building administrator, but oral complaints shall be acceptable. Oral complaints shall be documented by the Section 504 building administrator.

Step 2 – Investigation

Upon receiving a complaint of discrimination, the Section 504 building administrator shall immediately notify the district's Section 504 Coordinator. The Section 504 Coordinator shall authorize the Section 504 building administrator to investigate the complaint, unless the Section 504 building administrator is the subject of the complaint or is unable to conduct the investigation.

The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the incident. The investigator may also evaluate any other information and materials relevant to the investigation.

If the investigation results in a determination that the conduct being investigated may involve a violation of criminal law, the Section 504 building administrator shall inform law enforcement authorities about the incident.

The obligation to conduct this investigation shall not be negated by the fact that a criminal investigation of the incident is pending or has been concluded.

Step 3 – Investigative Report

The Section 504 building administrator shall prepare a written report within fifteen (15) days, unless additional time to complete the investigation is required. The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual and whether it is a violation of this policy, and a recommended disposition of the complaint.

Findings of the investigation shall be provided to the complainant, the accused, and the district's Section 504 Coordinator.

Step 4 – District Action

If the investigation results in a finding that the complaint is factual and constitutes a violation of this policy, the district shall take prompt, corrective action to ensure that such conduct ceases and will not recur.

Disciplinary actions shall be consistent with the Student Code of Conduct, Board policies and administrative regulations, district procedures, applicable collective bargaining agreements, and state and federal laws.

Appeal Procedure

1. If the complainant or the accused is not satisfied with a finding made pursuant to the policy or with the recommended corrective action, s/he may submit a written appeal to the district's Section 504 Coordinator within fifteen (15) days.

2. The Section 504 Coordinator shall review the investigation and the investigative report and may also conduct a reasonable investigation to assess the sufficiency and propriety of the prior investigation.

3. The Section 504 Coordinator shall prepare a written response to the appeal within fifteen (15) days. Copies of the response shall be provided to the complainant, the accused and the Section 504 building administrator who conducted the initial investigation.

Legal

1. 22 PA Code 4.4
2. 22 PA Code 12.1
3. 22 PA Code 12.4
5. 29 U.S.C. 794
6. 42 U.S.C. 12101 et seq
9. Pol. 103
10. 22 PA Code 15.2
11. 42 U.S.C. 12102
12. 22 PA Code 15.1 et seq
13. 22 PA Code 15.7
14. Pol. 248
15. 34 CFR 104.7
16. 22 PA Code 15.4
17. 34 CFR 104.32
18. Pol. 113
19. 22 PA Code 15.5
20. 22 PA Code 15.6
21. 34 CFR 104.35
22. 22 PA Code 15.3
23. 34 CFR 104.34
24. 34 CFR 104.37
25. Pol. 112
26. Pol. 122
27. Pol. 123
28. Pol. 810
29. Pol. 218
30. Pol. 233
31. 22 PA Code 15.8
32. 22 PA Code 15.9
33. Pol. 216
34. 34 CFR 104.36
35. 22 PA Code 14.162

20 U.S.C. 1232g

34 CFR Part 99

36. 28 CFR Part 35
37. 34 CFR Part 104

34 CFR Part 99

Pol. 227

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NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	100 Programs
Title	Nondiscrimination - Qualified Students with Disabilities
Code	103.1 Vol V 2018
Status	First Reading
Adopted	January 12, 2010
Last Revised	October 8, 2019
Prior Revised Dates	11/14/2017

Authority

The Board declares it to be the policy of this district to ensure that all district programs and practices are free from discrimination against all qualified students with disabilities. The Board recognizes its responsibility to provide academic and nonacademic services and programs equally to students with and without disabilities.[1][2][3][4][5][6][7][8][9][10]

The district shall provide to each qualified student with a disability enrolled in the district, without cost to the student or parent/guardian, a free and appropriate public education (FAPE). This includes provision of education and related aids, services, or accommodations which are needed to afford each qualified student with a disability equal opportunity to participate in and obtain the benefits from educational programs and extracurricular activities without discrimination, to the same extent as each student without a disability, consistent with federal and state laws and regulations.

The Board encourages students and parents/guardians who believe they have been subjected to discrimination or harassment to promptly report such incidents to designated employees.

The Board directs that complaints of discrimination or harassment shall be investigated promptly, and corrective **or preventative** action be taken for substantiated allegations.

Confidentiality

Confidentiality of all parties**, witnesses, the allegations, the filing of a complaint and the investigation** shall be maintained, consistent with the district's legal and investigative obligations.

Retaliation

The district shall not intimidate, threaten, coerce, discriminate or retaliate against any individual for the purpose of interfering with any right or privilege secured by this policy.

Definitions

Qualified student with a disability - a student who has a physical or mental disability which substantially limits or prohibits participation in or access to an aspect of the district's educational

programs, nonacademic services or extracurricular activities.[11][12]

Section 504 Team - a group of individuals who are knowledgeable about the student, the meaning of the evaluation data and the placement options for the student. This could include, as appropriate, documentation or input from classroom teachers, counselors, psychologists, school nurses, outside care providers and the student's parents/guardians.[3][8]

Section 504 Service Agreement (Service Agreement) - an individualized plan for a qualified student with a disability which sets forth the specific related aids, services, or accommodations needed by the student, which shall be implemented in school, in transit to and from school, and in all programs and procedures, so that the student has equal access to the benefits of the school's educational programs, nonacademic services, and extracurricular activities.[13]

Disability harassment - intimidation or abusive behavior toward a student based on disability that creates a hostile environment by interfering with or denying a student's participation in or receipt of benefits, services, or opportunities in the school's educational programs, nonacademic services, or extracurricular activities.[10]

Delegation of Responsibility

In order to maintain a program of nondiscrimination practices that is in compliance with applicable law and regulations, the Board designates the
Superintendent as the district's Section 504 Coordinator.[14]

In addition, each school within the district shall have a Section 504 building administrator.

The district shall publish and disseminate this policy and complaint procedure on or before the first day of each school year by posting it on the district's website, if available, and in the student handbook. The district shall notify parents/guardians of students residing in the district of the district's responsibilities under applicable law and regulations, and that the district does not discriminate against qualified individuals with disabilities.[15][16]

Guidelines

Identification and Evaluation

The district shall conduct an annual child find campaign to locate and identify every district student with a disability thought to be eligible for Section 504 services and protections. The district may combine this search with the district's IDEA child find efforts, in order to not duplicate efforts.[16] [17]

If a parent/guardian or the district has reason to believe that a student should be identified as a qualified student with a disability, should no longer be identified as a qualified student with a disability, or requires a change in or modification of the student's current Service Agreement, the parent/guardian or the district shall provide the other party with written notice.[18][19][20]

The district shall establish standards and procedures for initial evaluations and periodic re-evaluations of students who need or are believed to need related services because of a disability.[20]

The district shall specifically identify the procedures and types of tests used to evaluate a student, and provide the parent/guardian the opportunity to give or withhold consent to the proposed evaluation(s) in writing.[20]

The district shall establish procedures for evaluation and placement that assure tests and other evaluation materials:

1. Have been validated and are administered by trained personnel.

2. Are tailored to assess educational need and are not based solely on IQ scores.

3. Reflect aptitude or achievement or anything else the tests purport to measure and do not reflect the student's impaired sensory, manual or speaking skills (except where those skills are what is being measured).

Service Agreement

If a student is determined to be a qualified student with a disability, the district shall develop a written Service Agreement for the delivery of all appropriate aids, services, or accommodations necessary to provide the student with FAPE.[13]

The district shall not implement a Service Agreement until the written agreement is executed by a representative of the district and a parent/guardian.[13]

The district shall not modify or terminate a student's current Service Agreement without the parent's/guardian's written consent.[18]

Educational Programs/Nonacademic Services/Extracurricular Activities

The district shall educate a qualified student with a disability with students who are not disabled to the maximum extent appropriate to the needs of the student with a disability. A qualified student with a disability shall be removed from the regular educational environment only when the district determines that educating the student in the regular educational environment with the use of related aids, services, or accommodations cannot be achieved satisfactorily. Placement in a setting other than the regular educational environment shall take into account the proximity of the alternative setting to the student's home.[21][22]

The district shall not discriminate against any qualified student with a disability in its provision of nonacademic services and extracurricular activities, including but not limited to, counseling services, athletics, transportation, health services, recreational activities, special interest groups or clubs, and referrals to agencies which provide assistance to individuals with disabilities.[21][22][23][24][25][26][27]

Parental Involvement

Parents/Guardians have the right to inspect and review all relevant school records of the student, meet with the appropriate school officials to discuss any and all issues relevant to the evaluation and accommodations of their child, and give or withhold their written consent to the evaluation and/or the provision of services.[13][19][20][28]

Confidentiality of Student Records

All personally identifiable information regarding a qualified student with a disability shall be treated as confidential and disclosed only as permitted by the Family Educational Rights and Privacy Act (FERPA) and its implementing regulations, state regulations, and Board policy.[29][30]**[31][32]**

Discipline

When necessary, the district shall discipline qualified students with disabilities in accordance with state and federal laws and regulations and Board policies.[33][34]

Referral to Law Enforcement and Reporting Requirements

For reporting purposes, the term incident shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act.[35][36][37]

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents committed on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity by a qualified student with a disability, including a student for whom an evaluation is pending, to the local police department that has jurisdiction over the school's property, in accordance with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement, and Board policies. The Superintendent or designee shall respond in a manner that is consistent with the student's Service Agreement and Behavior Support Plan, if applicable.[11][13][21][29][33][38][39][40][41][42][43][44][45][46][47][48]

In making a determination of whether to notify the local police department of a discretionary incident committed by a qualified student with a disability, including a student for whom an evaluation is pending, the Superintendent or designee shall use the same criteria used for students who do not have a disability.[10][39][48][49]

For a qualified student with a disability who does not have a Behavior Support Plan as part of the student's Service Agreement, subsequent to notification to law enforcement, the district, in consultation with the student's parent/guardian, shall consider whether a Behavior Support Plan should be developed as part of the Service Agreement to address the student's behavior.[13][40]

In accordance with state law, the Superintendent shall annually, by July 31, report to the Office for Safe Schools on the required form all new incidents committed by qualified students with disabilities, including students for whom an evaluation is pending, which occurred on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity.[36][48]

PROCEDURAL SAFEGUARDS

The district shall establish and implement a system of procedural safeguards that includes notice of rights to the parent/guardian of a student suspected of being a qualified student with a disability, an opportunity for the parent/guardian to review relevant records, an impartial hearing with an opportunity for participation by the student's parent/guardian, and a review procedure.[28][50]

A student or parent/guardian filing a claim of discrimination need not exhaust these procedures prior to initiating court action under Section 504.[19]

Parental Request for Assistance

Parents/Guardians may file a written request for assistance with the Pennsylvania Department of Education (PDE) if one (1) or both of the following apply:[28]

1. The district is not providing the related aids, services and accommodations specified in the student's Service Agreement.

2. The district has failed to comply with the procedures and state regulations.

PDE shall investigate and respond to requests for assistance and, unless exceptional circumstances exist, shall, within sixty (60) calendar days of receipt of the request, send to the parents/guardians and district a written response to the request. The response to the parents'/guardians' request shall be in the parents'/guardians' native language or mode of communication.[28]

Informal Conference

At any time, parents/guardians may file a written request with the district for an informal conference with respect to the identification or evaluation of a student, or the student's need for related aids, services or accommodations. Within ten (10) school days of receipt of the request, the district shall convene an informal conference. At the conference, every effort shall be made to reach an amicable agreement.[28]

Formal Due Process Hearing

If the matters raised by the district or parents/guardians are not resolved at the informal conference, the district or parents/guardians may submit a written request for an impartial due process hearing. The hearing shall be held before an impartial hearing officer and shall be conducted in accordance with state regulations.[28][51]

Judicial Appeals

The decision of the impartial hearing officer may be appealed to a court of competent jurisdiction.[28]

COMPLAINT PROCEDURE

This complaint procedure is in addition to and does not prevent parents/guardians from using any option in the procedural safeguards system.[10]

Step 1 – Reporting

A student or parent/guardian who believes s/he has been subject to conduct by any student, employee or third party that constitutes a violation of this policy is encouraged to immediately report the incident to the Section 504 building administrator. Any person with knowledge of conduct that may violate this policy, is encouraged to immediately report the matter to the Section 504 building administrator.

A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the Section 504 building administrator, as well as properly making any mandatory police or child protective services reports required by law.[52]

If the Section 504 building administrator is the subject of a complaint, the student, parent/guardian or employee shall report the incident directly to the district's Section 504 Coordinator.

The complainant or reporting employee may be encouraged to use the district's report form, available from the Section 504 building administrator or Section 504 Coordinator, or to put the complaint in writing; however, oral complaints shall be accepted, documented and the procedures of this policy implemented. The person accepting the verbal or written complaint may provide factual information on the complaint and the investigative process, the impact of choosing to seek confidentiality and the right to file criminal charges. In all other respects, the person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the complainant or those accused of a violation of this policy.

Step 2 – Investigation

The Section 504 Coordinator shall ensure that the individual assigned to investigate the complaint has an appropriate understanding of the relevant laws pertaining to discrimination issues and this policy and how to conduct investigations.

The investigator shall work with the Section 504 Coordinator to assess the anticipated scope of the investigation, who needs to be interviewed and what records may be relevant to the investigation.

The investigator shall conduct an adequate, reliable and impartial investigation. The complainant and the accused may suggest additional witnesses and provide other evidence during the course of the investigation. When the initial complaint involves allegations relating to conduct which took place away from school property, school-sponsored activities or school conveyances, the investigation may include inquiries related to these allegations to determine whether they resulted in continuing effects such as harassment in school settings.

The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the allegations. The investigator may also evaluate any other information and materials relevant to the investigation. The person making the report, parties, parents/guardians and witnesses shall be informed of the prohibition against retaliation for anyone's participation in the process and that conduct believed to be retaliatory should be reported. All individuals providing statements or other information or participating in the investigation shall be instructed to keep the matter confidential and to report any concerns about confidentiality to the investigator.

If the investigation reveals that the conduct being investigated may involve a violation of criminal law, the investigator shall promptly notify the Section 504 Coordinator, who shall promptly inform law enforcement authorities about the allegations.[10][52][53][54]

The obligation to conduct this investigation shall not be negated by the fact that a criminal or child protective services investigation of the allegations is pending or has been concluded. The investigator should coordinate with any other ongoing investigations of the allegations, including agreeing to requests for a short delay in fulfilling the district's investigative responsibilities during the fact-finding portion of a criminal or child protective services investigation. Such delays shall not extend beyond the time necessary to prevent interference with or disruption of the criminal or child protective services investigation.

Step 3 – Investigative Report

The investigator shall prepare and submit a written report to the Section 504 Coordinator within twenty (20) days of the initial report of alleged discrimination, unless the nature of the allegations, anticipated extent of the investigation or the availability of witnesses requires the investigator and the Section 504 Coordinator to establish a different due date. The parties shall be notified of the anticipated date the investigative report will be completed and of any changes to the anticipated due date during the course of the investigation.

The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual, the information and evaluation that formed the basis for this determination, whether the conduct violated this policy and of any other violations of law or Board policy which may warrant further district action, and a recommended disposition of the complaint. An investigation into disability harassment shall consider the record as a whole and the totality of circumstances in determining whether a violation of this policy has occurred, recognizing that persistent and pervasive conduct, when taken together, may be a violation even when the separate incidents are not severe.

The complainant and the accused shall be informed of the outcome of the investigation, for example, whether the investigator believes the allegations to be founded or unfounded, within a reasonable time of the submission of the written report to the extent authorized by the Family Educational Rights and Privacy Act (FERPA) and other applicable laws. The accused shall not be notified of the individual remedies offered or provided to the complainant.**[29][30][31][32]**

Step 4 – District Action

If the investigation results in a finding that some or all of the allegations of the complaint are established and constitute a violation of this policy, the district shall take prompt, corrective action designed to ensure that such conduct ceases and that no retaliation occurs. The district shall promptly take appropriate steps to prevent the recurrence of the prohibited conduct and to address the discriminatory effect the prohibited conduct had on the complainant and the school or school program environment. District staff shall document the corrective action taken and, where not prohibited by law, inform the complainant. The Section 504 Coordinator shall follow up by assessing the effectiveness of the corrective action at reasonable intervals.

If the investigation results in a finding that a different policy was violated separately from or in addition to violations of this policy, or that there are circumstances warranting further action, such

matters shall be addressed at the conclusion of this investigation or through disciplinary or other appropriate referrals where further evaluation or investigation is necessary.

Disciplinary actions shall be consistent with the Code of Student Conduct, Board policies and administrative regulations, district procedures, applicable collective bargaining agreements, and state and federal laws.

Appeal Procedure

1. If the complainant or the accused is not satisfied with a finding made pursuant to the policy or with recommended corrective action, s/he may submit a written appeal to the district's Section 504 Coordinator within fifteen (15) days.

2. The Section 504 Coordinator shall review the investigation and the investigative report and may also conduct a reasonable supplemental investigation to assess the sufficiency and propriety of the prior investigation.

3. The Section 504 Coordinator shall prepare a written response to the appeal within twenty (20) days. Copies of the response shall be provided to the complainant, the accused and the investigator who conducted the initial investigation.

Legal

1. 22 PA Code 12.1
2. 22 PA Code 12.4
3. 22 PA Code 15.1 et seq
4. 22 PA Code 4.4
5. 28 CFR Part 35
6. 28 CFR Part 36
7. 29 U.S.C. 794
8. 34 CFR Part 104
9. 42 U.S.C. 12101 et seq
10. Pol. 103
11. 22 PA Code 15.2
12. 42 U.S.C. 12102
13. 22 PA Code 15.7
14. 34 CFR 104.7
15. 22 PA Code 15.4
16. 34 CFR 104.32
17. Pol. 113
18. 22 PA Code 15.5
19. 22 PA Code 15.6
20. 34 CFR 104.35
21. 22 PA Code 15.3
22. 34 CFR 104.34
23. 34 CFR 104.37
24. Pol. 112
25. Pol. 122

26. Pol. 123
27. Pol. 810
28. 22 PA Code 15.8
29. 22 PA Code 15.9
30. Pol. 216
31. 20 U.S.C. 1232g
32. 34 CFR Part 99
33. Pol. 218
34. Pol. 233
35. 22 PA Code 10.2
36. 24 P.S. 1303-A
37. 35 P.S. 780-102
38. 22 PA Code 10.21
39. 22 PA Code 10.22
40. 22 PA Code 10.23
41. 22 PA Code 10.25
42. 24 P.S. 1302.1-A
43. Pol. 113.2
44. Pol. 218.1
45. Pol. 218.2
46. Pol. 222
47. Pol. 227
48. Pol. 805.1
49. 22 PA Code 15.1
50. 34 CFR 104.36
51. 22 PA Code 14.162
52. Pol. 806
53. 18 Pa. C.S.A. 2709
54. Pol. 815

103_1Attach-ReportFormComplaints.doc (30 KB)

103_1Attach-District-InitiatedEvalNotice.doc (29 KB)

103_1Attach-Parent_GuardianRequest-PermissionToEvaluate.doc (56 KB)

103_1Attach-ProceduralSafeguards.doc (35 KB)

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	100 Programs
Title	Copy of Nondiscrimination in Employment/Contract Practices
Code	104
Status	
Adopted	December 2, 2004
Last Revised	November 14, 2017

~~Authority~~

~~The Board declares it to be the policy of this district to provide to all persons equal access to all categories of employment in this district, regardless of race, color, age, creed, religion, gender, sexual orientation, ancestry, national origin or handicap/disability. The district shall make reasonable accommodations for identified physical and mental impairments that constitute disabilities, consistent with the requirements of federal and state laws and regulations.[1][2][3][4][6][5][7][8][9][10]~~

~~The Board encourages employees and third parties who have been subject to discrimination to promptly report such incidents to designated employees.~~

~~The Board directs that complaints of discrimination shall be investigated promptly, and corrective action be taken when allegations are substantiated. Confidentiality of all parties shall be maintained, consistent with the district's legal and investigative obligations.~~

~~No reprisals nor retaliation shall occur as a result of good faith charges of discrimination. A complaint of retaliation shall be handled in the same manner as a complaint of discrimination.~~

~~Delegation of Responsibility~~

~~In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the Superintendent or designee as the district's Compliance Officer.~~

~~The Compliance Officer shall post this policy and complaint procedure on the district website annually to notify students, parents/guardians, employees and the public.~~

~~Nondiscrimination statements shall include the position, office address, telephone number and email address of the Compliance Officer.~~

~~The Compliance Officer shall annually inform students, parents/guardians, employees, and the public of the nondiscrimination practices by means of the following: publication in the district's News Bulletin, posting of written policy, publication in handbooks, or presentation at an assembly.~~

The Compliance Officer is responsible to monitor the implementation of nondiscrimination procedures in the following areas:

1. Development of position qualifications, job descriptions and essential job functions.
2. Recruitment materials and practices.
3. Procedures for screening, interviewing and hiring.
4. Promotions.
5. Disciplinary actions, up to and including terminations.

The building principal or designee shall be responsible to complete the following duties when receiving a complaint of discrimination:

1. Inform the employee or third party of the right to file a complaint and the complaint procedure.
2. Notify the complainant and the accused of the progress at appropriate stages of the procedure.
3. Refer the complainant to the Compliance Officer if the building principal is the subject of the complaint.

Guidelines

Complaint Procedure – Employee/Third Party

Step 1 – Reporting

An employee or third party who believes s/he has been subject to conduct that constitutes a violation of this policy is encouraged to immediately report the incident to the building principal.

If the building principal is the subject of a complaint, the employee or third party shall report the incident directly to the Compliance Officer.

The complainant is encouraged to use the report form available from the building principal, but oral complaints shall be acceptable.

Step 2 – Investigation

Upon receiving a complaint of discrimination, the building principal shall immediately notify the Compliance Officer. The Compliance Officer shall authorize the building principal to investigate the complaint, unless the building principal is the subject of the complaint or is unable to conduct the investigation.

The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the incident. The investigator may also evaluate any other information and materials relevant to the investigation.

The obligation to conduct this investigation shall not be negated by the fact that a criminal investigation of the incident is pending or has been concluded.

Step 3 – Investigative Report

The building principal shall prepare a written report within fifteen (15) days, unless additional time to complete the investigation is required. The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual and whether it is a violation of this policy, and a recommended disposition of the complaint.

~~Findings of the investigation shall be provided to the complainant, the accused, and the Compliance Officer.~~

~~Step 4 – District Action~~

~~If the investigation results in a finding that the complaint is factual and constitutes a violation of this policy, the district shall take prompt, corrective action to ensure that such conduct ceases and will not recur.~~

~~Disciplinary actions shall be consistent with Board policies and district procedures, applicable collective bargaining agreements, and state and federal laws.~~

~~Appeal Procedure~~

1. ~~If the complainant or the accused is not satisfied with a finding made pursuant to the policy or with the corrective action recommended in the investigative report, s/he may submit a written appeal to the Compliance Officer within fifteen (15) days.~~

2. ~~The Compliance Officer shall review the investigation and the investigative report and may also conduct a reasonable investigation to assess the sufficiency and propriety of the prior investigation.~~

3. ~~The Compliance Officer shall prepare a written response to the appeal within fifteen (15) days. Copies of the response shall be provided to the complainant, the accused and the building principal who conducted the initial investigation.~~

Legal

1. 42 U.S.C. 2000e et seq
2. 20 U.S.C. 1681
3. 42 U.S.C. 12101 et seq
4. 29 U.S.C. 621 et seq
5. 43 P.S. 951 et seq
6. 29 U.S.C. 794
7. 29 U.S.C. 206
8. 42 U.S.C. 1981 et seq
9. 42 U.S.C. 2000ff et seq
10. 43 P.S. 336.3

16 PA Code 44.1 et seq

28 CFR 35.140

28 CFR Part 41

29 CFR Parts 1600-1691

104-Attach.doc (25 KB)

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	100 Programs
Title	Nondiscrimination/Discriminatory Harassment - Employment Practices
Code	104 Vol V 2018
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019
Prior Revised Dates	11/14/2017

Authority

The Board declares it to be the policy of this district to provide to all persons equal access to all categories of employment in this district, regardless of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, genetic information, pregnancy or handicap/disability. The district shall make reasonable accommodations for identified physical and mental impairments that constitute disabilities, consistent with the requirements of federal and state laws and regulations.[1][2][3][4][5][6][7][8][9][10][11]

The Board encourages employees and third parties who believe they or others have been subject to discrimination to promptly report such incidents to designated employees.

The Board directs that verbal and written complaints of discrimination shall be investigated promptly, and appropriate corrective action be taken when allegations are substantiated. The Board directs that any complaint of discrimination brought pursuant to this policy shall also be reviewed for conduct which may not be proven discriminatory under this policy but merits review and possible action under other Board policies.[12][13][14]

Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint, and the investigation shall be handled in accordance with this policy and the district's legal and investigative obligations.

Retaliation

The Board prohibits retaliation against any person for making a report of discrimination or participating in a related investigation or hearing, or opposing practices the person reasonably believes to be discriminatory. A complaint of retaliation shall be handled in the same manner as a complaint of discrimination.

Definitions

Discriminatory Harassment

Harassment by students, employees or third parties on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, genetic information, pregnancy or handicap/disability is a form of discrimination and is subject to this policy. A person who is not necessarily an intended victim or target of such harassment but is adversely affected by the offensive conduct may file a report of discrimination on his/her own behalf.[8][15][16][17][18][19]

For purposes of this policy, harassment shall consist of unwelcome conduct such as graphic, written, electronic, verbal or nonverbal acts including offensive jokes, slurs, epithets and name-calling, ridicule or mockery, insults or put-downs, offensive objects or pictures, physical assaults or threats, intimidation, or other conduct that may be harmful or humiliating or interfere with a person's work performance and which relates to an individual's or group's race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, genetic information, pregnancy or handicap/disability when such conduct is:

1. Sufficiently severe, persistent or pervasive; and

2. A reasonable person in the complainant's position would find that it creates an intimidating, threatening or abusive work environment such that it deprives or adversely interferes with or limits an individual or group of the ability to participate in or benefit from the services, activities or opportunities offered by a school.

For purposes of this policy, sexual harassment shall consist of unwelcome sexual advances; requests for sexual favors; and other inappropriate verbal, nonverbal, written, electronic, graphic or physical conduct of a sexual nature when:

1. Submission to such conduct is made explicitly or implicitly a term or condition of an employee's status; or

2. Submission to or rejection of such conduct is used as the basis for employment-related decisions affecting an employee; or

3. Such conduct is sufficiently severe, persistent or pervasive that a reasonable person in the complainant's position would find that it unreasonably interferes with the complainant's performance at work or otherwise creates an intimidating, hostile, or offensive working environment such that it alters the complainant's working conditions.

Delegation of Responsibility

In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the
Superintendent as the district's Compliance Officer. All nondiscrimination notices or information shall include the position, office address, telephone number and email address of the Compliance Officer.

The Compliance Officer shall publish and disseminate this policy and complaint procedure at least annually to students, parents/guardians, employees and the public to notify them of where and how to initiate complaints under this policy.

The Compliance Officer shall be responsible to ensure adequate nondiscrimination procedures are in place, to recommend new procedures or modifications to procedures and to monitor the implementation of nondiscrimination procedures in the following areas:

1. Review - Review of personnel practices and actions for discriminatory bias and compliance with laws against discrimination to include monitoring and recommending corrective measures when appropriate to written position qualifications, job descriptions and essential job functions; recruitment materials and practices; procedures for screening applicants; application and interviewing practices for hiring and promotions; district designed performance evaluations; review of planned employee demotions, non-renewal of contracts, and proposed employee

disciplinary actions up to and including termination.

2. Training - Provision of training for supervisors and staff to prevent, identify and alleviate problems of employment discrimination.

3. Resources - Maintain and provide information to staff on resources available to alleged victims in addition to the school complaint procedure such as making reports to the police, available assistance from domestic violence or rape crisis programs, and community health resources including counseling resources.

4. Complaints - Monitor and provide technical assistance to building principals or designees in processing complaints.

The building principal or supervisor shall be responsible to promptly complete the following duties upon receipt of a report of discrimination or retaliation from employees or third parties:

1. If the building principal or supervisor is the subject of the complaint, refer the complainant to the Compliance Officer to carry out these responsibilities.

2. Inform the employee or third party about this policy including the right to an investigation of both verbal and written complaints of discrimination.

3. Provide relevant information on resources available in addition to the school complaint procedure such as making reports to the police, available assistance from domestic violence and rape crisis programs, and community health resources including counseling resources.

4. Immediately notify the Compliance Officer of the complaint. The Compliance Officer shall assess whether the investigation should be conducted by the building principal, another employee, the Compliance Officer or an attorney and shall promptly assign the investigation to that individual.

5. After consideration of the allegations and in consultation with the Compliance Officer and other appropriate individuals, promptly implement interim measures as appropriate to protect the complainant and others as necessary from violation of this policy during the course of the investigation.

Guidelines

Complaint Procedure – Employee/Third Party

Step 1 – Reporting

An employee or third party who believes s/he has been subject to conduct by any student, employee or third party that constitutes a violation of this policy is encouraged to immediately report the matter to the building principal or supervisor. Any person with knowledge of conduct which may violate this policy is encouraged to immediately report the matter to the building principal or supervisor.

If the building principal or supervisor is the subject of a complaint, the employee or third party shall report the incident directly to the Compliance Officer. The complainant or reporting employee may be encouraged to use the district's report form, available from the building principal, supervisor or Compliance Officer, or to put the complaint in writing; however, oral complaints shall be accepted, documented and the procedures of this policy implemented. The person accepting the verbal or written complaint may provide factual information on the complaint and the investigative process, the impact of choosing to seek confidentiality and the right to file criminal charges. In all other respects, the person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the complainant or those accused of a violation of this policy.

Step 2 – Investigation

The Compliance Officer shall ensure that the individual assigned to investigate the complaint has an appropriate understanding of the relevant laws pertaining to discrimination issues and this policy and how to conduct investigations.

The investigator shall work with the Compliance Officer to assess the anticipated scope of the investigation, who needs to be interviewed and what records may be relevant to the investigation.

The investigator shall conduct an adequate, reliable and impartial investigation. The complainant and the accused may suggest additional witnesses and provide other evidence during the course of the investigation. When the initial complaint involves allegations relating to conduct which took place outside of school or school-sponsored activities, the investigation may include inquiries related to these allegations to determine whether they resulted in continuing effects such as harassment in school settings.

The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the allegations. The investigator may also evaluate any other information and materials relevant to the investigation. The person reporting the alleged discrimination, parties, parents/guardians and witnesses shall be informed of the prohibition against retaliation for anyone's participation in the process and that conduct believed to be retaliatory should be reported. All individuals providing statements or other information or participating in the investigation shall be instructed to keep the matter confidential and to report any concerns about confidentiality to the investigator.

If the investigation reveals that the conduct being investigated may involve a violation of criminal law, the investigator shall promptly notify the Compliance Officer, who shall promptly inform law enforcement authorities about the allegations.**[13][20][21]**

The obligation to conduct this investigation shall not be negated by the fact that a criminal or child protective services investigation of the allegations is pending or has been concluded. The investigator should coordinate with any other ongoing investigations of the allegations, including agreeing to requests for a short delay in fulfilling the district's investigative responsibilities during the fact-finding portion of a criminal or child protective services investigation. Such delays shall not extend beyond the time necessary to prevent interference with or disruption of the criminal or child protective services investigation.

Step 3 – Investigative Report

The investigator shall prepare and submit a written report to the Compliance Officer within twenty (20) days of the initial report of alleged discrimination, unless the nature of the allegations, anticipated extent of the investigation or the availability of witnesses requires the investigator and the Compliance Officer to establish a different due date. The parties shall be notified of the anticipated date the investigative report will be completed and of any changes to the anticipated due date during the course of the investigation.

The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual, the information and evaluation that formed the basis for this determination, whether the conduct violated this policy and any other violation of law or Board policy which may warrant further district action, and a recommended disposition of the complaint. An investigation into discriminatory harassment or sexual harassment shall consider the record as a whole and the totality of circumstances in determining whether a violation of this policy has occurred, recognizing that persistent and pervasive conduct, when taken together, may be a violation even when the separate incidents are not severe.

The complainant and the accused shall be informed of the outcome of the investigation, for example, whether the investigator believes the allegations to be founded or unfounded, within a reasonable

time of the submission of the written report. The accused shall not be notified of the individual remedies offered or provided to the complainant.

Step 4 – District Action

If the investigation results in a finding that some or all of the allegations of the complaint are established and constitute a violation of this policy, the district shall take prompt, corrective action designed to ensure that such conduct ceases and that no retaliation occurs. The district shall promptly take appropriate steps to prevent the recurrence of the prohibited conduct and to address the discriminatory effect the prohibited conduct had on the complainant and the school or school program environment. District staff shall document the corrective action taken and, where not prohibited by law, inform the complainant. The Compliance Officer shall follow up by assessing the effectiveness of the corrective action at reasonable intervals.

If an investigation results in a finding that a different law or Board policy was violated separately from or in addition to violations of this policy, or that there are circumstances warranting further action, such matters shall be addressed at the conclusion of this investigation or through disciplinary or other appropriate referrals where further evaluation or investigation is necessary.

Disciplinary actions shall be consistent with Board policies and administrative regulations, district procedures, applicable collective bargaining agreements, and state and federal laws.

Appeal Procedure

1. If the complainant or the accused is not satisfied with a finding made pursuant to the policy or with recommended corrective action, s/he may submit a written appeal to the Compliance Officer within fifteen (15) days. If the Compliance Officer investigated the complaint, such appeal shall be made to the Superintendent.

2. The individual receiving the appeal shall review the investigation and the investigative report and may also conduct or designate another person to conduct a reasonable supplemental investigation to assess the sufficiency and propriety of the prior investigation.

3. The person handling the appeal shall prepare a written response to the appeal within twenty (20) days. Copies of the response shall be provided to the complainant, the accused and the investigator who conducted the initial investigation.

Legal

1. 20 U.S.C. 1681 et seq
2. 29 U.S.C. 206
3. 29 U.S.C. 621 et seq
4. 29 U.S.C. 794
5. 42 U.S.C. 12101 et seq
6. 42 U.S.C. 1981 et seq
7. 42 U.S.C. 2000e et seq
8. 42 U.S.C. 2000ff et seq
9. 43 P.S. 336.3
10. 43 P.S. 951 et seq
11. U.S. Const. Amend. XIV, Equal Protection Clause
12. Pol. 317
13. Pol. 806
14. Pol. 824
15. 29 CFR 1604.11
16. 29 CFR 1606.8
17. EEOC Enforcement Guidance on Harris v. Forklift Sys., Inc., November 9, 1993
18. EEOC Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 18, 1999
19. EEOC Policy Guidance on Current Issues of Sexual Harassment, March 19, 1990
20. 18 Pa. C.S.A. 2709
21. Pol. 815
16 PA Code 44.1 et seq
28 CFR 35.140
28 CFR Part 41
29 CFR Parts 1600-1691

104Attach-ReportFormComplaints.doc (29 KB)

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	100 Programs
Title	Previous Policy 108 Adoption of Textbooks
Code	108
Status	First Reading
Adopted	December 2, 2004
Last Revised	November 14, 2017

~~Authority~~

~~It is the responsibility of the Board to adopt all textbooks used for instruction in the educational program of this district.[1][2][3]~~

~~Definition~~

~~For purposes of this policy, **textbooks** shall be defined as books used as the basic source of information in class.~~

~~Delegation of Responsibility~~

~~The Superintendent shall be responsible for the selection and recommendation of textbooks for Board consideration. No adoption or change of textbooks shall be made without the Superintendent's recommendation, except by a two-thirds vote of the Board.[3][1][6]~~

~~The Superintendent or designee shall develop and implement a plan for the selection of textbooks.~~

~~Guidelines~~

~~In considering the approval of any proposed textbook, the Board will evaluate its:~~

1. ~~Suitability for the maturity level and educational needs of the students who will be using the book.~~
2. ~~Freedom from bias.~~
3. ~~Relationship to the curriculum.~~
4. ~~Relationship to a continuous multigrade program.~~
5. ~~Impact on community standards of taste.~~
6. ~~Manner of selection.~~

7. ~~Cost.~~

8. ~~Appearance and durability.~~

~~A list of all approved textbooks shall be prepared and maintained. It shall be reviewed annually by the Superintendent or designee and made available for the use of the professional staff and for the information of Board members, students, parents/guardians, and community.[4]~~

~~Selection Process~~

~~The selection process used for the adoption of textbooks shall be reconciled with the curriculum cycle.~~

~~Recommendations for selection shall be reported to the building principal who will work with the respective department chairperson and other professional employees, as a committee, to consider the matter.~~

~~Guidelines for the selection of textbooks shall include the following considerations, in addition to other considerations appropriate to the specific case as the committee may determine:~~

1. ~~Textbooks shall be compatible with the district's philosophy and objectives.~~

2. ~~Textbooks shall conform to the existing planned instruction. Changes in planned instruction shall be considered specifically and separately, subject to administrative direction and Board policy.[5]~~

3. ~~Selection of textbooks shall be made in accordance with law.[3]~~

~~The Superintendent shall receive and review the report and recommendations of the principal and, upon concurrence, recommend adoption by the Board.~~

Legal

1. 24 P.S. 508
2. 24 P.S. 801
3. 24 P.S. 803
4. Pol. 105.1
5. Pol. 107
6. Pol. 006

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	100 Programs
Title	Adoption of Textbooks
Code	108 Vol IV 2018
Status	
Adopted	December 2, 2004
Last Revised	October 8, 2019
Prior Revised Dates	11/14/2017

Authority

The Board shall, by an affirmative vote of a majority of the full Board, adopt all textbooks used for instruction in the district's educational program. The Board shall establish a planned cycle of textbook review and replacement.[1][2][3][4]

Definition

Textbooks shall be defined as the books, in print or digital format, used as the basic source of information in the planned instruction.

Delegation of Responsibility

The Superintendent, after consultation with administrative and professional staff, shall be responsible for the selection and recommendation of textbooks for Board consideration. No adoption or change of textbooks shall be made without the Superintendent's recommendation, except by a two-thirds vote of the Board.[1][3][4]

The Superintendent or designee shall establish administrative regulations for reviewing, evaluating and selecting textbooks.

A list of all approved textbooks used in district schools shall be maintained by the Superintendent or designee and shall be available to Board members, district staff, students, parents/guardians and community members.[5]

Guidelines

In considering the approval of any proposed textbook, the Board will evaluate its:

1. Suitability for the maturity level and educational needs of the students who will be using the book.
2. Freedom from bias.

3. Relationship to the curriculum.
4. Relationship to a continuous multigrade program.
5. Impact on community standards of taste.
6. Manner of selection.
7. Cost.
8. Appearance and durability.

A list of all approved textbooks shall be prepared and maintained. It shall be reviewed annually by the Superintendent or designee and made available for the use of the professional staff and for the information of Board members, students, parents/guardians, and community.[4]

Selection Process

The selection process used for the adoption of textbooks shall be reconciled with the curriculum cycle.

Recommendations for selection shall be reported to the building principal who will work with the respective department chairperson and other professional employees, as a committee, to consider the matter.

Guidelines for the selection of textbooks shall include the following considerations, in addition to other considerations appropriate to the specific case as the committee may determine:

1. Textbooks shall be compatible with the district's philosophy and objectives.
2. Textbooks shall conform to the existing planned instruction. Changes in planned instruction shall be considered specifically and separately, subject to administrative direction and Board policy.[5]
3. Selection of textbooks shall be made in accordance with law.[3]

The Superintendent shall receive and review the report and recommendations of the principal and, upon concurrence, recommend adoption by the Board.

PSBA Revision 8/18 © 2018 PSBA

Legal

1. 24 P.S. 508
2. 24 P.S. 801
3. 24 P.S. 803
4. Pol. 006
5. Pol. 105.1

22 PA Code 14.106

24 P.S. 807.1

Pol. 103.1

Pol. 610

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Withdrawal From School
Code	208
Status	Active
Adopted	December 2, 2004
Last Revised	October 8, 2019
Last Reviewed	June 19, 2018

Purpose

The Board affirms that even though **law requires attendance of only students of compulsory school age**, ~~statute requires attendance of a student only between the ages of eight (8) and seventeen (17),~~ it is in the best interests of both students and the community that students complete the educational program that will equip them with skills and increase their chances for a successful and fulfilling life beyond school.[1][2]

Authority

The Board directs that whenever a student wishes to withdraw, efforts should be made to determine the underlying reason for such action. District resources and staff should be utilized to assist the student in pursuing career goals.

No student of compulsory school age will be permitted to withdraw without the written consent of a parent/guardian and supporting justification.

The withdrawal of students attending college full-time shall be approved.[3]

Delegation of Responsibility

The Superintendent or designee shall develop procedures to govern a student's withdrawal from school.

Guidelines

Counseling services shall be made available to any student who wishes to withdraw.

Information shall be given to help the student to define educational and life goals and help plan the realization of those goals.

Students shall be informed about the tests for General Educational Development.

The building administrator shall ensure the timely return of all district-owned supplies and equipment in the possession of the student.

Legal

1. 24 P.S. 1326
2. 22 PA Code 11.13
3. 22 PA Code 11.4

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Withdrawal From School
Code	208
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019
Last Reviewed	June 19, 2018

Purpose

The Board affirms that even though **law requires attendance of only students of compulsory school age**, ~~statute requires attendance of a student only between the ages of eight (8) and seventeen (17),~~ it is in the best interests of both students and the community that students complete the educational program that will equip them with skills and increase their chances for a successful and fulfilling life beyond school.[1][2]

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Legal

1. 24 P.S. 1326
2. 22 PA Code 11.13
3. 22 PA Code 11.4

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Copy of Health Examinations/Screenings
Code	209
Status	
Adopted	December 2, 2004
Last Revised	August 12, 2008

~~Authority~~

~~In compliance with the School Code, the Board shall require that district students submit to health and dental examinations in order to protect the school community from the spread of communicable disease, to ensure that the student's participation in health, safety and physical education courses meets his/her individual needs, and to ensure that the learning potential of each student is not lessened by a remediable physical disability.[1][2][3][4]~~

~~Guidelines~~

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

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

~~A private health and/or dental examination conducted at the parents'/guardians' request and expense will be accepted in lieu of the school examination.[5]~~

~~Each student shall receive, from the school nurse or medical technician, vision tests, hearing tests, height and weight measurements, tuberculosis tests, and other tests deemed advisable, at intervals established by the district.[2][4][6]~~

~~The individual records of health examinations shall be maintained as a confidential record, subject to statute and Board policy.[7]~~[8]

~~A student who presents a statement signed by the parent/guardian that a medical examination is contrary to his/her religious beliefs shall be examined only when the Secretary of Health determines that the student presents a substantial menace to the health of others.[9][10]~~

~~Where it appears to school health officials or teachers that a student deviates from normal growth and development, or where school examinations reveal conditions requiring health or dental care, the parent/guardian shall be informed; and a recommendation shall be made that the parent/guardian consult a private physician or dentist. The parent/guardian shall be required to report to the school the action taken subsequent to such notification. When the parent/guardian~~

~~informs the school of financial inability to provide an examination, the school shall advise him/her of the availability of public assistance. Where no action is taken, the school may conduct further examinations.[2][11][4]~~

~~Parents/Guardians of students who are to receive physical and dental examinations or screenings shall be notified. The notice shall include the date and location of the examination or screening and notice that the parent/guardian may attend or may have the examination or screening conducted privately at the parent's/guardian's expense. Such statement may also include notification that the student may be exempted from such examination or screening if it is contrary to the parent's/guardian's religious beliefs.[12][13][14]~~

~~Pediculosis~~

~~Students with a recurrence of pediculosis in the same school year shall, upon recommendation of the school nurse, be excluded by the building principal until evidence is presented that the student has been satisfactorily treated and is found to be free of live lice. This no live lice provision may be extended to students infested for the first time if in the opinion of the school nurse the scope of the outbreak in the school or within a given classroom warrants this action. Such action will be deemed warranted when either five percent (5%) of the school population is infected or twenty percent (20%) of the students within a given classroom are infected.~~

~~The district shall adhere to the guidelines established by the state.~~

~~Delegation of Responsibility~~

~~The Superintendent or designee shall instruct all staff members to continually observe students for conditions that indicate health problems or disability and to promptly report such conditions to the school nurse.[2]~~

~~The Superintendent or designee shall request an adequate health record from the transferring school for each student transferring into the district.[7]~~

~~The Superintendent or designee shall ensure that notice is provided to all parents/guardians regarding the existence of and eligibility for the Children's Health Insurance Program (CHIP).[11]~~

Legal

1. 24 P.S. 1401
2. 24 P.S. 1402
3. 24 P.S. 1403
4. 22 PA Code 12.41
5. 24 P.S. 1407
6. 28 PA Code 23.1 et seq
7. 24 P.S. 1409
8. Pol. 216
9. 24 P.S. 1419
10. 28 PA Code 23.45
11. 24 P.S. 1406
12. 24 P.S. 1405
13. 28 PA Code 23.2
14. 20 U.S.C. 1232h

24 P.S. 1401-1419

22 PA Code 403.1

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Health Examinations/Screenings
Code	209 Vol III 2019
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019
Prior Revised Dates	08/12/08

Authority

In compliance with the School Code, the Board shall require that district students submit to health and dental examinations in order to protect the school community from the spread of communicable disease and to ensure that the student's participation in health, safety and physical education courses meets his/her individual needs and that the learning potential of each student is not lessened by a remediable physical disability.[1][2][3][4]

Guidelines

Each student shall receive a comprehensive health examination conducted by the school physician upon original entry, in sixth grade, and in eleventh grade.[1][3][5]

Each student shall receive a comprehensive dental examination conducted by the school dentist upon original entry, in third grade, and in seventh grade.[1][4][5]

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

The school nurse or medical technician shall administer to each student vision tests, hearing tests, tuberculosis tests, other tests deemed advisable, and height and weight measurements, at intervals established by the district. Height and weight measurements shall be used to calculate the student's weight-for-height ratio.[1][3][6]

Parents/Guardians of students who are to receive physical and dental examinations or screenings shall be notified. The notice shall include the date and location of the examination or screening and notice that the parents/guardians may attend. The notice shall encourage the parent/guardian to have the examination or screening conducted by the student's private physician or dentist at the parent's/guardian's expense to promote continuity of care. Such statement may also include notification that the student may be exempted from such examination or screening if it is contrary to the parent's/guardian's religious beliefs.[7][8][9]

A student who presents a statement signed by the parent/guardian that a medical examination is contrary to his/her religious beliefs shall be examined only when the Secretary of Health determines that facts exist indicating that the student would present a substantial menace to the health of others in contact with the student if the student is not examined.[10][11]

Where it appears to school health officials or teachers that a student deviates from normal growth and development, or where school examinations reveal conditions requiring health or dental care, the parent/guardian shall be notified of the apparent need for a special examination by the student's private physician or dentist. The parent/guardian shall report to the school whether a special examination occurred. If the parent/guardian fails to report whether the examination occurred within a reasonable time after being notified of the apparent need and the abnormal condition persists, appropriate school health personnel shall arrange a special medical examination for the student.[1][3][12]

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

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

Pediculosis

Students with a recurrence of pediculosis in the same school year shall, upon recommendation of the school nurse, be excluded by the building principal until evidence is presented that the student has been satisfactorily treated and is found to be free of live lice. This no live lice provision may be extended to students infested for the first time if in the opinion of the school nurse the scope of the outbreak in the school or within a given classroom warrants this action. Such action will be deemed warranted when either five percent (5%) of the school population is infected or twenty percent (20%) of the students within a given classroom are infected.

Health Records

The district shall maintain for each student a comprehensive health record which includes a record of immunizations and the results of tests, measurements, regularly scheduled examinations and special examinations.[3]

All health records shall be confidential and shall be disclosed only when necessary for the health of the student or when requested by the parent/guardian, in accordance with law and Board policy.[15][16][17]

The district may disclose information from health records to appropriate parties in connection with an emergency when necessary to protect the health or safety of the student or other individuals, in accordance with applicable law and Board policy.[15][16][17][18][19][20]

Designated district staff shall request from the transferring school the health records of students transferring into district schools. Staff shall respond to such requests for the health records of students transferring from district schools to other schools.[15]

The district shall destroy student health records only after the student has not been enrolled in district schools for at least two (2) years.[15][21]

Delegation of Responsibility

The Superintendent or designee shall instruct all staff members to continually observe students for conditions that indicate health problems or disability and to promptly report such conditions to the school nurse.[3]

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

Legal

1. 22 PA Code 12.41
2. 24 P.S. 1401
3. 24 P.S. 1402
4. 24 P.S. 1403
5. 24 P.S. 1407
6. 28 PA Code 23.1 et seq
7. 20 U.S.C. 1232h
8. 24 P.S. 1405
9. 28 PA Code 23.2
10. 24 P.S. 1419
11. 28 PA Code 23.45
12. 24 P.S. 1406
13. 23 Pa. C.S.A. 6311
14. Pol. 806
15. 24 P.S. 1409
16. Pol. 113.4
17. Pol. 216
18. 20 U.S.C. 1232g
19. 34 CFR Part 99
20. Pol. 805
21. Pol. 800

24 P.S. 1401-1419

22 PA Code 403.1

23 Pa. C.S.A. 6301 et seq

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Copy of Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors
Code	210.1
Status	
Adopted	April 12, 2005
Last Revised	May 14, 2013

~~Authority~~

~~The Board shall permit students in district schools to possess asthma inhalers and epinephrine auto-injectors and to self-administer the prescribed medication in compliance with state law and Board policy.[1][2]~~

~~Definitions~~

~~**Asthma inhaler** shall mean a prescribed device used for self-administration of short-acting, metered doses of prescribed medication to treat an acute asthma attack.[3]~~

~~**Epinephrine auto-injector** shall mean a prescribed disposable drug delivery system designed for the self-administration of epinephrine to provide rapid first aid for persons suffering the effects of anaphylaxis.~~

~~**Self-administration** shall mean a student's use of medication in accordance with a prescription or written instructions from a licensed physician, certified registered nurse practitioner or physician assistant.~~

~~Guidelines~~

~~Before a student may possess or use an asthma inhaler or epinephrine auto-injector in the school setting, the Board shall require the following:[1][4]~~

1. ~~A written request from the parent/guardian that the school complies with the order of the licensed physician, certified registered nurse practitioner or physician assistant.~~

2. ~~A written statement from the parent/guardian acknowledging that the school is not responsible for ensuring the medication is taken and relieving the district and its employees of responsibility for the benefits or consequences of the prescribed medication.~~

3. ~~A written statement from the licensed physician, certified registered nurse practitioner or physician assistant that states:~~

a. Name of the drug.

b. Prescribed dosage.

c. Times medication is to be taken.

d. Length of time medication is prescribed.

e. Diagnosis or reason medication is needed, unless confidential.

f. Potential serious reaction or side effects of medication.

g. Emergency response.

h. If child is qualified and able to self-administer the medication.

The student shall notify the school nurse immediately following each use of an asthma inhaler or epinephrine auto-injector.[1]

The district reserves the right to require a statement from the licensed physician, certified registered nurse practitioner or physician assistant for the continued use of a medication beyond the specified time period. [1]

A written request for student use of an asthma inhaler and/or epinephrine auto-injector shall be submitted annually, along with required written statements from the parent/guardian and an updated prescription.[1]

Student health records shall be confidential and maintained in accordance with state and federal laws and regulations.[5][6]

A student whose parent/guardian completes the written requirements for the student to possess an asthma inhaler or epinephrine auto-injector and to self-administer the prescribed medication in the school setting shall demonstrate to the school nurse the competency for self-administration and responsible behavior in use of the medication. Determination of competency for self-administration shall be based on the student's age, cognitive function, maturity and demonstration of responsible behavior.[1]

Students shall be prohibited from sharing, giving, selling, and using an asthma inhaler or epinephrine auto-injector in any manner other than which it is prescribed during school hours, at any time while on school property, at any school-sponsored activity, and during the time spent traveling to and from school and school-sponsored activities. Violations of this policy shall result in loss of privilege to self-carry the asthma inhaler or epinephrine auto-injector and disciplinary action in accordance with Board policy.[1][7][8][9]

If the district denies a student's request to self-carry an asthma inhaler or epinephrine auto-injector or the student has lost the privilege of self-carrying an asthma inhaler or epinephrine auto-injector, the student's prescribed medication shall be appropriately stored at a location in close proximity to the student. The student's classroom teachers shall be informed where the medication is stored and the means to access the medication.[1]

The district shall post this policy on the district website, if available.[1][10][8]

Delegation of Responsibility

The Superintendent or designee, in conjunction with the school nurse(s), may develop procedures for student possession of asthma inhalers or epinephrine auto-injectors and self-administration of prescribed medication.

Legal

1. 24 P.S. 1414.1
2. Pol. 103.1
3. 24 P.S. 1401
5. 24 P.S. 1409
6. Pol. 216
7. Pol. 113.1
8. Pol. 218
9. Pol. 227
10. 22 PA Code 12.3

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NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Possession/Administration of Asthma Inhalers/Epinephrine Auto-Injectors
Code	210.1 Vol III 2018
Status	First Reading
Adopted	April 12, 2005
Last Revised	October 8, 2019
Prior Revised Dates	05/14/2013

Authority

The Board shall permit students in district schools to possess asthma inhalers and epinephrine auto-injectors and to self-administer the prescribed medication in compliance with state law and Board policy.[1][2]

Definitions

Anaphylaxis - a sudden, severe allergic reaction that involves various areas of the body simultaneously. In extreme cases, anaphylaxis can cause death.

Asthma inhaler shall mean a prescribed device used for self-administration of short-acting, metered doses of prescribed medication to treat an acute asthma attack.[4]

Epinephrine auto-injector shall mean a prescribed disposable drug delivery system designed for the administration of epinephrine to provide rapid first aid for students suffering the effects of anaphylaxis.

Self-administration shall mean a student's use of medication in accordance with a prescription or written instructions from a licensed physician, certified registered nurse practitioner or physician assistant.

Delegation of Responsibility

The Superintendent or designee, in conjunction with the school nurse(s), shall develop procedures for student possession and self-administration of asthma inhalers or epinephrine auto-injectors and emergency response.

The Superintendent or designee shall annually distribute to students, parents/guardians, and staff this policy along with the Code of Student Conduct by publishing such in handbooks and newsletters, on the district's website, or through posted notices and other efficient methods.[1][5][6][7]

The school nurse shall be responsible for building-level storage of and administration of stock epinephrine auto-injectors.[3]

Guidelines

Administration of asthma inhalers and epinephrine auto-injectors shall comply with Board policy, district procedures and individualized student plans such as an Individualized Education Program (IEP), Section 504 Service Agreement (Service Agreement), Individualized Healthcare Plan (IHP), or Emergency Care Plan (ECP).[2][3][8][9][10][11]

In order to maintain a student's health and safety, each student's individualized plan shall address what information will be provided to school staff and other adults who have responsibility for the student in the school setting.[2][9][12][13][14][15]

Student health records shall be confidential and maintained in accordance with state and federal laws and regulations.[13][14]

Student Self-Administration of Asthma Inhalers and Epinephrine Auto-Injectors

Before a student may possess or use an asthma inhaler or epinephrine auto-injector in the school setting, the Board shall require the following:[1][8]

1. A written request from the parent/guardian that the school complies with the order of the licensed physician, certified registered nurse practitioner or physician assistant.
2. A written statement from the parent/guardian acknowledging that the school is not responsible for ensuring the medication is taken and relieving the district and its employees of responsibility for the benefits or consequences of the prescribed medication.
3. A written statement from the licensed physician, certified registered nurse practitioner or physician assistant that states:
    a. Name of the drug.
    b. Prescribed dosage.
    c. Times medication is to be taken.
    d. Length of time medication is prescribed.
    e. Diagnosis or reason medication is needed, unless confidential.
    f. Potential serious reaction or side-effects of medication.
    g. Emergency response.
    h. If child is qualified and able to self-administer the medication.
4. A written acknowledgement from the school nurse that the student has demonstrated that s/he is capable of self-administration of the asthma inhaler and/or epinephrine auto-injector in the school setting. Determination of competency for self-administration shall be based on the student’s age, cognitive function, maturity and demonstration of responsible behavior.[1]
5. A written acknowledgement from the student that s/he has received instruction from the student's licensed physician, certified registered nurse practitioner or physician assistant on proper safety precautions for the handling and disposal of the asthma inhaler and/or epinephrine auto-injector, including acknowledgement that the student will not allow other students to have access to the prescribed medication and that s/he understands appropriate safeguards.

The district reserves the right to require a statement from the licensed physician, certified registered nurse practitioner or physician assistant for the continued use of a medication beyond the specified time period.[1]

A written request for student use of an asthma inhaler and/or epinephrine auto-injector shall be submitted annually, along with required written statements from the parent/guardian and an updated prescription. If there is a change in the student's prescribed care plan, level of self-management or school circumstances during the school year, the parent/guardian and the licensed physician, certified registered nurse practitioner or physician assistant shall update the written statements.[1]

The student shall notify the school nurse immediately following each use of an asthma inhaler or epinephrine auto-injector.[1]

Students shall be prohibited from sharing, giving, selling, and using an asthma inhaler or epinephrine auto-injector in any manner other than which it is prescribed during school hours, at any time while on school property, at any school-sponsored activity, and during the time spent traveling to and from school and school-sponsored activities. Violations of this policy, provisions of a Service Agreement or IEP, or demonstration of unwillingness or inability to safeguard the asthma inhaler or epinephrine auto-injector may result in loss of privilege to self-carry the asthma inhaler or epinephrine auto-injector and disciplinary action in accordance with Board policy and applicable procedural safeguards. [1][2][7][16][17]

If the district denies a student’s request to self-carry an asthma inhaler or epinephrine auto-injector or the student has lost the privilege of self-carrying an asthma inhaler or epinephrine auto-injector, the student’s prescribed medication shall be appropriately stored at a location in close proximity to the student. The school nurse, other designated school employees and the student’s classroom teachers shall be informed where the medication is stored and the means to access the medication. [1]

Administration of Epinephrine Auto-Injectors

When responding to a student believed to be experiencing an anaphylactic reaction, a trained school employee shall:[3][18][19][20][21]

1. Administer an epinephrine auto-injector that meets the prescription on file for either the student or the district. If the student is authorized to self-administer an epinephrine auto-injector, the trained school employee may provide the student with an epinephrine auto-injector that meets the prescription on file for either the student or the district for self-administration.
2. Call for medical help immediately (dial 9-1-1).
3. Take additional precautions or steps outlined in emergency response book procedures and training, including the administration of a second dose of epinephrine, if necessary.
4. Stay with the student until emergency medical help arrives.
5. Cooperate with Emergency Medical Services (EMS) personnel responding to the incident.
6. Notify the school nurse or designee of the incident.

Training

Before any school district employee may be responsible for the storage or administration of epinephrine auto-injectors under this policy, the employee must successfully complete a training course approved by the Pennsylvania Department of Health.[3]

Refresher training shall be completed every two (2) years, and a hands-on demonstration and review of this policy and any accompanying procedures shall be completed annually.

Evidence that such training has been completed shall be placed in the employee's personnel file.

A list of school district employees who successfully complete such training shall be maintained, updated and kept in the school nurse's office and the school district administration office.

Indemnification

The school district shall indemnify and hold harmless any employee who administers an epinephrine auto-injector in good faith to a student experiencing anaphylaxis, if all of these conditions apply:[3][22][23][24]

1. The employee did not act with the intent to harm or with reckless indifference to a substantial risk or harm in administering the epinephrine auto-injector to the student.
2. The employee successfully completed the training required by this policy.
3. The employee promptly sought additional medical assistance before or immediately after administering the epinephrine auto-injector.
4. The employee administered the epinephrine auto-injector pursuant to this policy, and the student's individualized plan, if applicable.

Legal

1. 24 P.S. 1414.1
2. Pol. 103.1
3. 24 P.S. 1414.2
4. 24 P.S. 1401
5. 22 PA Code 12.3
6. 24 P.S. 510.2
7. Pol. 218
8. 22 PA Code 12.41
9. Pol. 113
10. Pol. 209.1
11. Pol. 210
12. 24 P.S. 1409
13. Pol. 113.4
14. Pol. 216
15. Pol. 810
16. Pol. 113.1
17. Pol. 227
18. 42 Pa. C.S.A. 8332
19. 42 Pa. C.S.A. 8337.1
20. 42 Pa. C.S.A. 8541
21. 42 Pa. C.S.A. 8545
22. 24 P.S. 1414.9
23. 42 Pa. C.S.A. 8547
24. 42 Pa. C.S.A. 8548

Pennsylvania Department of Health Guidance - Epinephrine Auto-Injector Administration, May 2018

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Copy of Student Expression/Distribution and Posting Materials
Code	220
Status	
Adopted	December 2, 2004
Last Revised	February 18, 2014

~~Purpose~~

~~The right of public school students to freedom of speech is guaranteed by the Constitution of the United States and the constitution of the Commonwealth. The Board respects the right of students to express themselves in word or symbol and to distribute and post materials in areas designated for posting as a part of that expression. The Board also recognizes that exercise of that right must be limited by the district's responsibility to maintain an orderly school environment and to protect the rights of all members of the school community.[1]~~

~~This policy addresses student expression in general and distribution and posting of materials that are not part of district-sponsored activities. Materials sought to be distributed or posted as part of the curricular or extracurricular programs of the district shall be regulated as part of the school district's educational program.~~

~~Definitions~~

~~**Distribution** - students handing nonschool materials to others on school property or during school-sponsored events; placing upon desks, on or in lockers; or engaging in any other manner of delivery of nonschool materials to others while on school property or during school functions. When email, text messaging or other technological delivery is used as a means of distributing or accessing nonschool materials via use of school equipment or while on school property or at school functions, it shall be governed by this policy. Off-campus or after hours distribution, including technological distribution, that does or is likely to materially or substantially interfere with the educational process, including school activities, school work, or discipline and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights is also covered by this policy.~~

~~**Expression** - verbal, written or symbolic representation or communication.~~

~~**Nonschool materials** - any printed or written materials meant for posting or general distribution to others that are not prepared as part of the curricular or extracurricular program of the district, including but not limited to fliers, invitations, announcements, pamphlets, posters, Internet bulletin boards, personal websites and the like.~~

Posting - publicly displaying nonschool materials on school property or at school-sponsored events, including but not limited to affixing such materials to walls, doors, bulletin boards, easels, the outside of lockers; on district-sponsored or student websites; through other district-owned technology and the like.

Authority

Students have the right to express themselves unless such expression is likely to or does materially or substantially interfere with the educational process, including school activities, school work, or discipline and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights. [1]

Student expression that occurs on school property or at school-sponsored events is fully governed by this policy. In addition, off-campus or after hours expression is governed by this policy if the student expression involved constitutes unprotected expression as stated in this policy and provided the off-campus or after hours expression does or is likely to materially or substantially interfere with the educational process, including school activities, school work, or discipline and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights.[2][3][1]

The Board shall require that distribution and posting of nonschool materials occur only at the places and during the times set forth in written administrative regulations. Such regulations or procedures shall be written to permit the orderly operation of schools, while recognizing the rights of students to engage in protected expression.[4][1]

Unprotected Student Expression

The Board reserves the right to designate and prohibit manifestations of student expression that are not protected by the right of free expression because they violate the rights of others or where such expression is likely to or does materially or substantially interfere with school activities, school work, or discipline and order on school property or at school functions including but not limited to:

1. Libel of any specific person or persons.
2. Advocating the use or advertising the availability of any substance or material that may reasonably be believed to constitute a direct and serious danger to the health or welfare of students.
3. Using obscene, lewd, vulgar or profane language -- whether verbal, written or symbolic.[3]
4. Inciting violence; advocating use of force; or encouraging violation of federal, state or municipal law, Board policy or district rules or regulations.
5. Are likely to or do materially or substantially interfere with the educational process, including school activities, school work, or discipline and order on school property or at school functions; threaten serious harm to the school or community; encourage unlawful activity; or interfere with another's rights.
6. Violating written school district administrative regulations or procedures on time, place and manner for posting and distribution of otherwise protected expression.

Spontaneous student expression which is otherwise protected speech is not prohibited by this section.

Discipline for Engaging in Unprotected Expression

The Board reserves the right to prohibit the posting or distribution of nonschool materials containing unprotected expression and to prohibit students from engaging in other unprotected student

expression, as well as to stop unprotected student expression when it occurs. The Board reserves the right to discipline students for engaging in unprotected expression. Where such expression occurs off campus and away from school functions, a nexus between the unprotected expression and a substantial and material disruption of the school program must be established.

Distribution of Nonschool Materials

The Board requires that students who wish to distribute or post nonschool materials on school property shall submit them one (1) school day in advance of planned distribution or posting to the building principal or designee, who shall forward a copy to the Superintendent.[1]

If the nonschool materials contain unprotected expression as stated in this policy, the building principal or designee shall notify the students that they may not post or distribute the materials because the materials constitute a violation of Board policy.

If notice is not given during the period between submission and the time for the planned distribution or posting, students may proceed with the planned distribution or posting, provided they comply with written administrative regulations or procedures on time, place and manner of posting or distribution of nonschool materials.

Students who post or distribute nonschool materials in compliance with this provision may still be ordered to desist such distribution if the materials are later found to be unprotected expression under this policy.

Students who distribute printed materials shall be responsible for clearing any litter that results from their activity and shall schedule the event so that they do not miss instructional time themselves.

Posting of Nonschool Materials

If a school building has an area where individuals are allowed to post nonschool materials, students may post such items as well, if the materials do not constitute unprotected expression and the items are submitted for prior review in the same manner as if the students were going to distribute them.

Such materials shall be officially dated, and the district may remove the materials within ten (10) days of the posting or other reasonable time as stated in the administrative regulations or procedures relating to posting.

Review of Student Expression

School officials shall not censor or restrict nonschool materials or other student expression for the sole reason that it is critical of the school or its administration, or because the views espoused are unpopular or may make people uncomfortable.

Student-initiated religious expression is permissible and shall not be prohibited except as to time, place and manner of distribution, or if the expression involved violates some other part of this policy, e.g., because it is independently determined to be unprotected expression under the standards and definitions of this policy.

The review for unprotected expression shall be reasonable and not calculated to delay distribution.

Appeal of the reviewer's decision may be made to the Superintendent and then to the Board, in accordance with Board policy and district regulations or procedures.[5]

Delegation of Responsibility

The Superintendent shall assist the building principal in determining the designation of the places and times nonschool materials may be distributed in each school building. Such designations may

~~take into account maintenance of the flow of student traffic throughout the school and shall limit distribution of nonschool materials to noninstructional times.~~

~~Disciplinary action may be determined by the administrators for students who distribute or post nonschool materials in violation of this policy and district regulations or procedures, or who continue the manifestation of unprotected expression after a person in authority orders that they desist. Disciplinary actions shall be included in the disciplinary Code of Student Conduct. [6]~~

~~This Board policy and any administrative regulations or procedures written to implement this policy shall be referenced in student handbooks so that students can access them for further information.~~

Legal

1. 22 PA Code 12.9
2. 24 P.S. 511
3. 22 PA Code 12.2
4. 24 P.S. 510
5. Pol. 219
6. Pol. 218

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Student Expression/Distribution and Posting of Materials
Code	220 Vol II 2019
Status	First Reading
Last Revised	February 18, 2014

Purpose

The right of public school students to freedom of speech is guaranteed by the Constitution of the United States and the constitution of the Commonwealth. The Board respects the right of students to express themselves in word or symbol and to distribute and post materials in areas designated for posting as a part of that expression. The Board also recognizes that the exercise of that right must be limited by the district's responsibility to maintain a safe and orderly school environment and to protect the rights of all members of the school community.[1]

This policy addresses student expression in general and distribution and posting of materials that are not part of district-sponsored activities. Materials sought to be distributed or posted as part of the curricular or extracurricular programs of the district shall be regulated as part of the school district's educational program.

Definitions

Distribution means students issuing nonschool materials to others on school property or during school-sponsored events; placing upon desks, tables, on or in lockers; or engaging in any other manner of delivery of nonschool materials to others while on school property or during school functions. When email, text messaging or other technological delivery is used as a means of distributing or accessing nonschool materials via use of school equipment or while on school property or at school functions, it shall be governed by this policy. Off-campus or after hours distribution, including technological distribution, that does or is likely to materially or substantially interfere with the educational process, including school activities, school work, discipline, safety and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights is also covered by this policy.

Expression means verbal, written, technological or symbolic representation or communication.

Nonschool materials means any printed, technological or written materials meant for posting or general distribution that are not prepared as part of the curricular or approved extracurricular programs of the district. This includes, but is not limited to, fliers, invitations, announcements, pamphlets, posters, Internet bulletin boards, personal websites and the like.

Posting means publicly displaying nonschool materials on school property or at school-sponsored events, including but not limited to affixing such materials to walls, doors, bulletin boards, easels, the outside of lockers; on district-sponsored or student websites; through other district-owned

technology and the like. When email, text messaging or other technological delivery is used as a means of posting nonschool materials via use of school equipment or while on school property or at school functions, it shall be governed by this policy. Off-campus or after hours posting, including technological posting, that does or is likely to materially or substantially interfere with the educational process, including school activities, school work, discipline, safety and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights is also covered by this policy.

Authority

Students have the right to express themselves unless such expression is likely to or does materially or substantially interfere with the educational process, including school activities, school work, discipline, safety and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights.[1]

Student expression that occurs on school property or at school-sponsored events is fully governed by this policy. In addition, off-campus or after hours expression is governed by this policy if the student expression involved constitutes unprotected expression as stated in this policy and provided the off-campus or after hours expression does or is likely to materially or substantially interfere with the educational process, including school activities, school work, discipline, safety and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights.[1][2][3]

The Board requires that distribution and posting of nonschool materials shall occur only at the places and during the times set forth in written procedures. Such procedures shall be written to permit the safe and orderly operation of schools, while recognizing the rights of students to engage in protected expression.[1][4]

Unprotected Student Expression

The Board reserves the right to designate and prohibit manifestations of student expression that are not protected by the right of free expression because they violate the rights of others or where such expression is likely to or does materially or substantially interfere with school activities, school work, discipline, safety and order on school property or at school functions. While the following list is not intended to be exhaustive, such expression shall not be protected if it:

1. Violates federal, state or local laws, Board policy or district rules or procedures.

2. Is libelous, defamatory, obscene, lewd, vulgar or profane.[3]

3. Advocates the use or advertises the availability of any substance or material that may reasonably be believed to constitute a direct and serious danger to the health or welfare of students, such as tobacco/nicotine, alcohol or illegal drugs.

4. Incites violence, advocates use of force or threatens serious harm to the school or community.

5. Is likely to or does materially or substantially interfere with the educational process, such as school activities, school work, discipline, safety and order on school property or at school functions.

6. Interferes with, or advocates interference with, the rights of any individual or the safe and orderly operation of the schools and their programs.

7. Violates written school district procedures on time, place and manner for posting and distribution of otherwise protected expression.

Spontaneous student expression which is otherwise protected speech is not prohibited by this section.

Discipline for Engaging in Unprotected Expression

The Board reserves the right to prohibit the posting or distribution of nonschool materials containing unprotected expression and to prohibit students from engaging in other unprotected student expression, as well as to stop unprotected student expression when it occurs. The Board reserves the right to discipline students for engaging in unprotected expression. Where such expression occurs off campus and away from school functions, a nexus between the unprotected expression and a material and substantial disruption of the school program must be established.

Distribution of Nonschool Materials

The Board requires that students who wish to distribute or post nonschool materials on school property shall submit them at least one (1) school day in advance of planned distribution or posting to the building principal or designee, who shall forward a copy to the Superintendent.[1]

If the nonschool materials contain unprotected expression as stated in this policy, the building principal or designee shall notify the students that they may not post or distribute the materials because the materials constitute a violation of Board policy.

If notice is not given during the period between submission and the time for the planned distribution or posting, students may proceed with the planned distribution or posting, provided they comply with written procedures on time, place and manner of posting or distribution of nonschool materials.

Students who post or distribute nonschool materials in compliance with this provision may still be ordered to desist such distribution if the materials are later found to be unprotected expression under this policy.

Students who distribute printed materials shall be responsible for clearing any litter that results from their activity and shall schedule the event so that they do not miss instructional time themselves.

Posting of Nonschool Materials

If a school building has an area where individuals are allowed to post nonschool materials, students may post such items as well, if the materials do not constitute unprotected expression and the items are submitted for prior review in the same manner as if the students were going to distribute them.

Such materials shall be officially dated, and the district may remove the materials within ten (10) days of the posting or other reasonable time as stated in the procedures relating to posting.

Review of Student Expression

School officials shall not censor or restrict nonschool materials or other student expression for the sole reason that it is critical of the school or its administration, or because the views espoused are unpopular or may make people uncomfortable.

Student-initiated religious expression is permissible and shall not be prohibited except as to time, place and manner of distribution, or if the expression involved violates some other part of this policy, e.g., because it is independently determined to be unprotected expression under the standards and definitions of this policy.

The review for unprotected expression shall be reasonable and not calculated to delay distribution.

Appeal of the reviewer's decision may be made to the Superintendent and then to the Board, in accordance with Board policy and district procedures.[5]

Delegation of Responsibility

The Superintendent shall assist the building principal in determining the designation of the places and times nonschool materials may be distributed in each school building. Such designations may take into account maintenance of the flow of student traffic throughout the school and shall limit distribution of nonschool materials to noninstructional times.

The building principal may determine disciplinary action for students who distribute or post nonschool materials in violation of this policy and district procedures, or who continue the manifestation of unprotected expression after a person in authority orders that they desist. Disciplinary actions shall be included in the disciplinary Code of Student Conduct.[6]

This Board policy and any procedures written to implement this policy shall be referenced in student handbooks so that students can access them for further information.

PSBA Revision 5/19 © 2019 PSBA

Legal

1. 22 PA Code 12.9
2. 24 P.S. 511
3. 22 PA Code 12.2
4. 24 P.S. 510
5. Pol. 219
6. Pol. 218

220 ATTACH.doc (51 KB)

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Copy of Tobacco Use
Code	222
Status	
Adopted	December 2, 2004
Last Revised	June 19, 2018

~~Purpose~~

~~The Board recognizes that tobacco use by students presents a health and safety hazard that can have serious consequences for both users and nonusers and the safety and environment of the schools.~~

~~Definition~~

~~For purposes of this policy, **tobacco use** shall be defined as use and/or possession of a lighted or unlighted cigarette, cigar, pipe, electronic cigarettes, vaporizers, and other similar devices; other lighted smoking product; and smokeless tobacco in any form.[1]~~

~~Authority~~

~~The Board prohibits tobacco use and possession by students at any time in a school building and on any property, buses, vans and vehicles that are owned, leased or controlled by the school district.[1][3][4]~~

~~The Board prohibits tobacco use and possession by students at school-sponsored activities that are held off school property.~~

~~The school district may initiate prosecution of a student who possesses or uses tobacco in violation of this policy.~~

~~Delegation of Responsibility~~

~~The Superintendent or designee shall annually notify students, parents/guardians and staff about the district's tobacco use policy by publishing such policy in the student handbook, district newsletter, parent newsletters, posted notices, and other efficient methods.~~

~~The Superintendent or designee shall develop procedures to implement this policy.~~

~~Guidelines~~

~~Incidents of possession, use and sale of tobacco in violation of this policy by any person on school property shall be reported to the Office for Safe Schools on the required form at least once each year.[2][6]~~

~~A student convicted of possessing or using tobacco in violation of this policy may be fined up to $50 plus court costs or admitted to alternative adjudication in lieu of imposition of a fine.[5]~~

Legal

1. 35 P.S. 1223.5
2. 24 P.S. 1303-A
3. 18 Pa. C.S.A. 6305
4. 20 U.S.C. 7183
5. 18 Pa. C.S.A. 6306.1
6. Pol. 805.1

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Tobacco/Nicotine
Code	222 Vol V 2018
Status	
Adopted	December 2, 2004
Last Revised	October 8, 2019
Prior Revised Dates	06/19/2018

Purpose

The Board recognizes that tobacco, nicotine and nicotine delivery products present a health and safety hazard that can have serious consequences for both users and nonusers and the safety and environment of the schools.

Definitions

For purposes of this policy, tobacco includes a lighted or unlighted cigarette, cigar, cigarillo, little cigar, pipe or other smoking product or material and smokeless tobacco in any form including chewing tobacco, snuff, dip or dissolvable tobacco pieces.[1]

For purposes of this policy, nicotine shall mean a product that contains or consists of nicotine in a form that can be ingested by chewing, smoking, inhaling or through other means.

For purposes of this policy, a nicotine delivery product shall mean a product or device used, intended for use or designed for the purpose of ingesting nicotine or another substance. This definition includes, but is not limited to, any device or associated product used for what is commonly referred to as vaping or juuling.

Authority

The Board prohibits possession, use or sale of tobacco, nicotine and nicotine delivery products by students at any time in a school building and on any property, buses, vans and vehicles that are owned, leased or controlled by the school district.[1][2][3]

The Board also prohibits possession, use or sale of tobacco, nicotine and nicotine delivery products by students at school-sponsored activities that are held off school property.

The school district may initiate prosecution of a student who possesses or uses tobacco in violation of this policy.

In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the

procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[4][5][6][7][8][9]

Delegation of Responsibility

The Superintendent or designee shall notify students, parents/guardians and staff about the Board's tobacco/nicotine policy by publishing information in student handbooks, parental newsletters, posters, or by other efficient methods, such as posted notices, signs and on the district website.**[1]**

Reporting

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving possession, use or sale of tobacco, nicotine or nicotine delivery products immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian if the school district initiated prosecution of a student who possesses or uses tobacco in violation of this policy and/or if the local police department that has jurisdiction over the school property has been notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.[9][10][11]

The Superintendent shall annually, by July 31, report all incidents of possession, use or sale of tobacco, nicotine and nicotine delivery products by students to the Office for Safe Schools on the required form.[9][12]

Legal

1. 35 P.S. 1223.5
2. 18 Pa. C.S.A. 6305
3. 20 U.S.C. 7183
4. 20 U.S.C. 1400 et seq
5. 22 PA Code 10.23
6. Pol. 103.1
7. Pol. 113.1
8. Pol. 113.2
9. Pol. 805.1
10. 22 PA Code 10.2
11. 22 PA Code 10.25
12. 24 P.S. 1303-A
13. 22 PA Code 10.22
14. 24 P.S. 1302.1-A
15. 18 Pa. C.S.A. 6306.1

24 P.S. 510
20 U.S.C. 7114
20 U.S.C. 7118
20 U.S.C. 7181 et seq
34 CFR Part 300

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	School Wellness
Code	246
Status	
Adopted	June 13, 2006
Last Revised	June 20, 2017
Last Reviewed	October 8, 2019

Purpose

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

Authority

The Board adopts this policy based on the recommendations of the Wellness Committee and in accordance with federal and state laws and regulations.[1][2][3]

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

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

Delegation of Responsibility

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

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

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

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

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

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

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

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

The district shall annually inform and update the public, including parents/guardians, students, and others in the community, about the contents, updates and implementation of this policy via the district website, student handbooks, newsletters, posted notices and/or other efficient communication methods. This annual notification shall include information on how to access the School Wellness policy; information about the most recent triennial assessment; information on how to participate in the development, implementation and periodic review and update of the School Wellness policy; and a means of contacting Wellness Committee leadership.[2][3]

Guidelines

Recordkeeping

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

1. The written School Wellness policy.

2. Documentation demonstrating that the district has informed the public, on an annual basis, about the contents of the School Wellness policy and any updates to the policy.

3. Documentation of efforts to review and update the School Wellness policy, including who is involved in the review and methods used by the district to inform the public of their ability to participate in the review.

4. Documentation demonstrating the most recent assessment on the implementation of the School Wellness policy and notification of the assessment results to the public.

Wellness Committee

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

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

The Wellness Committee shall review and consider evidence-based strategies and techniques in establishing goals for nutrition education and promotion, physical activity and other school based activities that promote student wellness as part of the policy development and revision process.[3]

Nutrition Education

Nutrition education will be provided within the sequential, comprehensive health education program in accordance with curriculum regulations and the academic standards for Health, Safety and Physical Education, and Family and Consumer Sciences.[5][6][7]

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

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

Nutrition education lessons and activities shall be age-appropriate.

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

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

Nutrition Promotion

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

Physical Activity

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

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

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

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

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

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

Physical Education

A sequential physical education program consistent with curriculum regulations and Health, Safety and Physical Education academic standards shall be developed and implemented. All district students must participate in physical education.[6][7][9]

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

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

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

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

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

Other School Based Activities

Drinking water shall be available and accessible to students at all meal periods and throughout the school day at no cost.[10][11]

Nutrition professionals who meet hiring criteria established by the district and in compliance with federal regulations shall administer the school meals program. Professional development and continuing education shall be provided for district nutrition staff, as required by federal regulations. [8][12][13][14]

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

Students shall be provided a clean and safe meal environment.

Meal periods shall be scheduled at appropriate hours, as required by federal regulations and as defined by the district.[10]

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

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

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

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

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

Nutrition Guidelines for All Foods/Beverages at School

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

Foods and beverages provided through the National School Lunch or School Breakfast Programs shall comply with established federal nutrition standards.[10][11][12][13]

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

Competitive Foods -

Competitive foods available for sale shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School). These standards shall apply in all locations and through all services where foods and beverages are sold to students, which may include, but are not limited to: a la carte options in cafeterias, vending machines, school stores, snack carts and fundraisers.[3][15][17]

Competitive foods are defined as foods and beverages offered or sold to students on school campus during the school day, which are not part of the reimbursable school breakfast or lunch.

For purposes of this policy, **school campus** means any area of property under the jurisdiction of the school that students may access during the school day.[3][15]

For purposes of this policy, **school day** means the period from midnight before school begins until thirty (30) minutes after the end of the official school day.[3][15]

The district may impose additional restrictions on competitive foods, provided that the restrictions are not inconsistent with federal requirements.[15]

Fundraiser Exemptions -

Fundraising activities held during the school day involving the sale of competitive foods shall be limited to foods that meet the Smart Snacks in School nutrition standards, unless an exemption is approved in accordance with applicable Board policy and administrative regulations.[17]

The district may allow a limited number of exempt fundraisers as permitted by the Pennsylvania Department of Education each school year: up to five (5) exempt fundraisers in elementary and middle school buildings, and up to ten (10) exempt fundraisers in high school buildings. **Exempt fundraisers** are fundraisers in which competitive foods are available for sale to students that do not meet the Smart Snacks in School nutrition standards.[15]

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

Non-Sold Competitive Foods -

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

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

1. Rewards and Incentives:

    a. Foods and beverages shall not be used as a reward for classroom or school activities unless the reward is an activity that promotes a positive nutrition message (e.g., guest chef, field trip to a farm or farmers market, etc.).

2. Classroom Parties and Celebrations:

    a. Parents/Guardians shall be informed through newsletters or other efficient communication methods that foods/beverages should only be brought in when requested for scheduled parties.

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

Marketing/Contracting -

Any foods and beverages marketed or promoted to students on the school campus during the school day shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School) and comply with established Board policy and administrative regulations.[3][15]

Exclusive competitive food and/or beverage contracts shall be approved by the Board, in accordance with provisions of law. Existing contracts shall be reviewed and modified to the extent feasible to ensure compliance with established federal nutrition standards, including applicable marketing restrictions.[18]

Management of Food Allergies in District Schools

The district shall establish Board policy and administrative regulations to address food allergy management in district schools in order to:[19]

1. Reduce and/or eliminate the likelihood of severe or potentially life-threatening allergic reactions.

2. Ensure a rapid and effective response in case of a severe or potentially life-threatening allergic reaction.

3. Protect the rights of students by providing them, through necessary accommodations when required, the opportunity to participate fully in all school programs and activities.

Safe Routes to School

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

Legal

1. 24 P.S. 1422.1
2. 42 U.S.C. 1758b
3. 7 CFR 210.31
4. 7 CFR 210.15
5. 24 P.S. 1513
6. Pol. 102
7. Pol. 105
8. Pol. 808
9. 24 P.S. 1512.1
10. 7 CFR 210.10
11. 7 CFR 220.8
12. 42 U.S.C. 1751 et seq
13. 42 U.S.C. 1773
14. 7 CFR 210.30
15. 7 CFR 210.11
16. 7 CFR 220.12
17. Pol. 229
18. 24 P.S. 504.1
19. Pol. 209.1

24 P.S. 1337.1

24 P.S. 1422

24 P.S. 1422.3

P.L. 111-296

7 CFR Part 210

7 CFR Part 220

Pol. 103

Pol. 103.1

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Copy of Hazing
Code	247
Status	
Adopted	December 2, 2004

~~Purpose~~

~~The purpose of this policy is to maintain a safe, positive environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the district and are prohibited at all times.~~

~~Definitions~~

~~For purposes of this policy **hazing** is defined as any activity that recklessly or intentionally endangers the mental health, physical health or safety of a student or causes willful destruction or removal of public or private property for the purpose of initiation or membership in or affiliation with any organization recognized by the Board.~~

~~**Endanger the physical health** shall include but not be limited to any brutality of a physical nature, such as whipping; beating; branding; forced calisthenics; exposure to the elements; forced consumption of any food, alcoholic beverage, drug, or controlled substance; or other forced physical activity that could adversely affect the physical health or safety of the individual.~~

~~**Endanger the mental health** shall include any activity that would subject an individual to extreme mental stress, such as prolonged sleep deprivation, forced prolonged exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual.~~

~~Any hazing activity, whether by an individual or a group, shall be presumed to be a forced activity, even if a student willingly participates.~~

~~Authority~~

~~The Board does not condone any form of initiation or harassment, known as hazing, as part of any school-sponsored student activity. No student, coach, sponsor, volunteer or district employee shall plan, direct, encourage, assist or engage in any hazing activity.~~[1][2][3][4]

~~The Board directs that no administrator, coach, sponsor, volunteer or district employee shall permit, condone or tolerate any form of hazing.~~

~~The district will investigate all complaints of hazing and will administer appropriate discipline to any individual who violates this policy.~~

~~The Board encourages students who have been subjected to hazing to promptly report such incidents to the building principal.~~

~~Delegation of Responsibility~~

~~District administrators shall investigate promptly all complaints of hazing and administer appropriate discipline to any individual who violates this policy.~~

~~Students, administrators, coaches, sponsors, volunteers, and district employees shall be alert to incidents of hazing and shall report such conduct to the building principal.~~

~~The district shall annually inform students, parents/guardians, coaches, sponsors, volunteers and district staff that hazing of district students is prohibited, by means of publication in handbooks and/or verbal instructions by the coach or sponsor at the start of the season or program.~~

~~Guidelines~~

~~Complaint Procedure~~

1. ~~When a student believes that s/he has been subject to hazing, the student shall promptly report the incident, orally or in writing, to the building principal.~~

2. ~~The principal shall conduct a timely, impartial, thorough, and comprehensive investigation of the alleged hazing.~~

3. ~~The principal shall prepare a written report summarizing the investigation and recommending disposition of the complaint. Findings of the investigation shall be provided to the complainant, the accused, and others directly involved, as appropriate.~~

4. ~~If the investigation results in a substantiated finding of hazing, the principal shall recommend appropriate disciplinary action, as circumstances warrant, in accordance with the Code of Conduct. Additionally, the student may be subject to disciplinary action by the coach or sponsor, up to and including removal from the activity.~~

Legal

1. 24 P.S. 510
2. 24 P.S. 511
3. Pol. 122
4. Pol. 123

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Hazing
Code	247 Vol V 2018
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019

Purpose

The purpose of this policy is to maintain a safe, positive environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the district and are prohibited at all times.

Definitions

Hazing occurs when a person intentionally, knowingly or recklessly, for the purpose of initiating, admitting or affiliating a student with an organization, or for the purpose of continuing or enhancing membership or status in an organization, causes, coerces or forces a student to do any of the following:[1]

1. Violate federal or state criminal law.
2. Consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm.
3. Endure brutality of a physical nature, including whipping, beating, branding, calisthenics or exposure to the elements.
4. Endure brutality of a mental nature, including activity adversely affecting the mental health or dignity of the individual, sleep deprivation, exclusion from social contact or conduct that could result in extreme embarrassment.
5. Endure brutality of a sexual nature.
6. Endure any other activity that creates a reasonable likelihood of bodily injury to the student.

Aggravated hazing occurs when a person commits an act of hazing that results in serious bodily injury or death to the student and:[2]

1. The person acts with reckless indifference to the health and safety of the student; or
2. The person causes, coerces or forces the consumption of an alcoholic liquid or drug by the student.

Organizational hazing occurs when an organization intentionally, knowingly or recklessly promotes or facilitates hazing.[3][4]

Any activity, as described above, shall be deemed a violation of this policy regardless of whether:[5]

1. The consent of the student was sought or obtained, or

2. The conduct was sanctioned or approved by the school or organization.

Student activity or organization means any activity, society, corps, team, club or service, social or similar group, operating under the sanction of or recognized as an organization by the district, whose members are primarily students or alumni of the organization.[6][7]

For purposes of this policy, bodily injury shall mean impairment of physical condition or substantial pain.[8]

For purposes of this policy, serious bodily injury shall mean bodily injury which creates a substantial risk of death or which causes serious, permanent disfigurement, or protracted loss or impairment of the function of any bodily member or organ.[8]

Authority

The Board prohibits hazing in connection with any student activity or organization regardless of whether the conduct occurs on or off school property or outside of school hours.[4][5][7][9][10]

No student, parent/guardian, coach, sponsor, volunteer or district employee shall engage in, condone or ignore any form of hazing.

The Board encourages students who believe they, or others, have been subjected to hazing to promptly report such incidents to the building principal or designee.

Delegation of Responsibility

Students, parents/guardians, coaches, sponsors, volunteers, and district employees shall be alert to incidents of hazing and shall report such conduct to the building principal or designee.

Discrimination/Discriminatory Harassment

Every report of alleged hazing that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination and discriminatory harassment shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer. If, in the course of a hazing investigation, potential issues of discrimination or discriminatory harassment are identified, the Compliance Officer shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged hazing.[11][12]

Guidelines

In addition to posting this policy on the district's publicly accessible website, the district shall inform students, parents/guardians, sponsors, volunteers and district employees of the district's policy prohibiting hazing, including district rules, penalties for violations of the policy, and the program established by the district for enforcement of the policy by means of publication in handbooks and verbal instructions by the coach or sponsor at the start of the season or program. [4]

This policy, along with other applicable district policies, procedures and Codes of Conduct, shall be provided to all school athletic coaches and all sponsors and volunteers affiliated with a student activity or organization, prior to coaching an athletic activity or serving as a responsible adult supervising, advising, assisting or otherwise participating in a student activity or organization

together with a notice that they are expected to read and abide by the policies, procedures and Codes of Conduct.[7]

Complaint Procedure

A student who believes that s/he has been subject to hazing is encouraged to promptly report the incident to the building principal or designee.

Students are encouraged to use the district's report form, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

The Board directs that verbal and written complaints of hazing shall be provided to the building principal or designee, who shall promptly notify the Superintendent or designee of the allegations and determine who shall conduct the investigation. Allegations of hazing shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of hazing brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be hazing under this policy but merits review and possible action under other Board policies.

Interim Measures/Police

Upon receipt of a complaint of hazing, the building principal or designee, in consultation with the Superintendent or designee, shall determine what, if any interim measures should be put in place to protect students from further hazing, bullying, discrimination or retaliatory conduct related to the alleged incident and report. Such interim measures may include, but not be limited to, the suspension of an adult who is involved, the separation of alleged victims and perpetrators, and the determination of what the complaining student needs or wants through questioning.

Those receiving the initial report and conducting or overseeing the investigation will assess whether the complaint, if proven, would constitute hazing, aggravated hazing or organizational hazing and shall report it to the police consistent with district practice and, as appropriate, consult with legal counsel about whether to report the matter to the police at every stage of the proceeding. The decision to report a matter to the police should not involve an analysis by district personnel of whether safe harbor provisions might apply to the person being reported, but information on the facts can be shared with the police in this regard.[13]

Referral To Law Enforcement and Safe Schools Reporting Requirements –

For purposes of reporting hazing incidents to law enforcement in accordance with Safe Schools Act reporting, the term incident shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act.[14][15][16]

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents, as defined in the Safe Schools Act, committed by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[14][15][17][18][19][20]

The Superintendent or designee shall notify the parent/guardian of any student directly involved in a defined incident as a victim or suspect immediately, as soon as practicable. The Superintendent or

designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.[14][20][21]

In accordance with state law, the Superintendent shall annually, by July 31, report all new incidents to the Office for Safe Schools on the required form.[15][20]

Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with this policy and the district's legal and investigative obligations.

Retaliation

Reprisal or retaliation relating to reports of hazing or participation in an investigation of allegations of hazing is prohibited and shall be subject to disciplinary action.

Consequences for Violations

Safe Harbor –

An individual needing medical attention or seeking medical attention for another shall not be subject to criminal prosecution if s/he complies with the requirements under law, subject to the limitations set forth in law.[13]

Students –

If the investigation results in a substantiated finding of hazing, the investigator shall recommend appropriate disciplinary action up to and including expulsion, as circumstances warrant, in accordance with the Code of Student Conduct. The student may also be subject to disciplinary action by the coach or sponsor, up to and including removal from the activity or organization. The fact of whether a student qualified for and received safe harbor under a criminal investigation shall be considered in assigning discipline.[4][7][13][22][23]

Nonstudent Violators/Organizational Hazing -

If the investigation results in a substantiated finding that a coach, sponsor, or volunteer affiliated with the student activity or organization engaged in, condoned or ignored any violation of this policy, s/he shall be disciplined in accordance with Board policy and applicable laws and regulations. Discipline could include, but is not limited to, dismissal from the position as coach, sponsor, or volunteer, and/or dismissal from district employment.[24]

If an organization is found to have engaged in organizational hazing, it shall be subject to the imposition of fines and other appropriate penalties. Penalties may include rescission of permission for that organization to operate on school property or to otherwise operate under the sanction or recognition of the district.

Criminal Prosecution –

Any person or organization that causes or participates in hazing may also be subject to criminal prosecution.[4]

Legal

1. 18 Pa. C.S.A. 2802
2. 18 Pa. C.S.A. 2803
3. 18 Pa. C.S.A. 2804
4. 18 Pa. C.S.A. 2808
5. 18 Pa. C.S.A. 2806
6. 18 Pa. C.S.A. 2801
7. 24 P.S. 511
8. 18 Pa. C.S.A. 2301
9. Pol. 122
10. Pol. 123
11. Pol. 103
12. Pol. 103.1
13. 18 Pa. C.S.A. 2810
14. 22 PA Code 10.2
15. 24 P.S. 1303-A
16. 35 P.S. 780-102
17. 22 PA Code 10.21
18. 22 PA Code 10.22
19. 24 P.S. 1302.1-A
20. Pol. 805.1
21. 22 PA Code 10.25
22. Pol. 218
23. Pol. 233
24. Pol. 317

18 Pa. C.S.A. 2801 et seq

22 PA Code 10.23

Pol. 113.1

Pol. 916

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Copy of Bullying/Cyberbullying
Code	249
Status	
Adopted	October 14, 2008
Last Revised	August 14, 2018

~~Purpose~~

~~The Northern Bedford County School Board is committed to providing a safe, positive learning environment for district students. The Board recognizes that 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 Board prohibits bullying by district students.~~

~~Definitions~~

~~**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]~~

1. ~~Substantial interference with a student's education.~~
2. ~~Creation of a threatening environment.~~
3. ~~Substantial disruption of the orderly operation of the school.~~

~~**Bullying**, as defined in this policy, includes cyberbullying.~~

~~**Cyberbullying** involves the use of information and communication technologies to support deliberate, repeated, and hostile behavior by an individual or group, that is intended to harm others.[2]~~

~~**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.[1]~~

~~Authority~~

~~The Board prohibits all forms of bullying by district students.[1]~~

~~The Board encourages students who have been bullied to promptly report such incidents to the building principal or designee.~~

The Board 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 district's legal and investigative obligations. No reprisals or retaliation shall occur as a result of good faith reports of bullying.

Delegation of Responsibility

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

The Superintendent or designee shall develop procedures to implement this policy.

The Superintendent or designee shall ensure that this policy and procedures are reviewed annually with students.[1]

The Superintendent or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Board.[1]

District administration shall annually provide the following information with the Safe School Report: [1]

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

Guidelines

The Code of Student Conduct, which shall reference this policy, shall be disseminated annually to students.[1][3][4]

This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district website, if available.

Education

The district may develop and implement bullying prevention and intervention programs. Such programs shall provide district staff and students with appropriate training for effectively responding to, intervening in and reporting incidents of bullying.[1][5][6]

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:[1][4][7]

1. Counseling within the school.
2. Parental conference.
3. Loss of school privileges.
4. Transfer to another school building, classroom or school bus.
5. Exclusion from school-sponsored activities.

6. ~~Detention.~~
7. ~~Suspension.~~
8. ~~Expulsion.~~
9. ~~Counseling/Therapy outside of school.~~
10. ~~Referral to law enforcement officials.~~

Legal

1. 24 P.S. 1303.1-A
2. Pol. 237
3. 22 PA Code 12.3
4. Pol. 218
5. 24 P.S. 1302-A
6. Pol. 236
7. Pol. 233

Pol. 248

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Bullying/Cyberbullying
Code	249 Vol V 2018
Status	First Reading
Adopted	October 14, 2008
Last Revised	October 8, 2019
Prior Revised Dates	08/14/2018

Purpose

The Board is committed to providing a safe, positive learning environment for district students. The Board recognizes that 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 Board prohibits bullying by district students.

Definitions

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 that is severe, persistent or pervasive and has the effect of doing any of the following:[1]

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

Bullying, as defined in this policy, includes cyberbullying.

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.[1]

Authority

The Board prohibits all forms of bullying by district students.[1]

The Board encourages students who believe they or others have been bullied to promptly report such incidents to the building principal or designee.

Students are encouraged to use the district's report form, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally,

setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

The Board directs that verbal and written complaints of bullying shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of bullying brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be bullying under this policy but merits review and possible action under other Board policies.

Discrimination/Discriminatory Harassment

Every report of alleged bullying that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination and discriminatory harassment shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer. If, in the course of a bullying investigation, potential issues of discrimination or discriminatory harassment are identified, the Compliance Officer shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged bullying.[2][3]

Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with this policy and the district's legal and investigative obligations.

Retaliation

Reprisal or retaliation relating to reports of bullying or participation in an investigation of allegations of bullying is prohibited and shall be subject to disciplinary action.

Delegation of Responsibility

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

The Superintendent or designee shall develop administrative regulations to implement this policy.

The Superintendent or designee shall ensure that this policy and administrative regulations are reviewed annually with students.[1]

The Superintendent or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Board.[1]

District administration shall annually provide the following information with the Safe School Report:[1]

1. Board's Bullying Policy.

2. Report of bullying incidents.

Guidelines

The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.[1][4][5]

This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district website.[1]

Education

The district may develop, implement and evaluate bullying prevention and intervention programs and activities. Programs and activities shall provide district staff and students with appropriate training for effectively responding to, intervening in and reporting incidents of bullying.[1][6][7][8]

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:[1][5][9]

1. Counseling within the school.
2. Parental conference.
3. Loss of school privileges.
4. Transfer to another school building, classroom or school bus.
5. Exclusion from school-sponsored activities.
6. Detention.
7. Suspension.
8. Expulsion.
9. Counseling/Therapy outside of school.
10. Referral to law enforcement officials.

Legal

1. 24 P.S. 1303.1-A
2. Pol. 103
3. Pol. 103.1
4. 22 PA Code 12.3
5. Pol. 218
6. 20 U.S.C. 7118
7. 24 P.S. 1302-A
8. Pol. 236
9. Pol. 233

Pol. 113.1

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	300 Administrative Employees
Title	Copy of Reduction of Staff
Code	311
Status	
Adopted	December 2, 2004
Last Revised	August 14, 2018

~~Authority~~

~~The Board is responsible for maintaining appropriate numbers of administrative, professional and support employees to effectively manage and operate the district and its schools. This policy establishes the manner in which necessary reductions of staff shall be accomplished.[1][2][3]~~

~~In the exercise of its authority to reduce staff through suspensions (furloughs) and elimination of positions, the Board shall give primary consideration to the staffing needs of the district, the effect upon the educational program and the financial stability of the district, and shall ensure compliance with law, regulations, collective bargaining agreements, individual contracts and Board resolutions.[4][5][6]~~

~~The Board shall not prevent any professional employee from engaging in another occupation during the period of suspension.[5]~~

~~Nothing in this policy shall be construed to limit the cause for which a temporary professional employee, or any employee other than a professional employee, may be suspended.[5]~~

~~Delegation of Responsibility~~

~~The Superintendent shall be responsible for the continuous review of the efficiency and effectiveness of district organization and staffing, and shall present recommendations for reduction in staff for Board consideration when such actions are deemed to be in the best interests of the district.~~

~~The Superintendent shall consult with the district solicitor as necessary to ensure that reduction of staff is implemented in accordance with applicable laws.[4][5]~~

~~Guidelines~~

~~Employees Other Than Professional Employees and Temporary Professional Employees~~

~~The employment status of employees other than professional employees and temporary professional employees may be terminated or temporarily suspended whenever deemed necessary in the best interests of the school district, subject to limitations and procedures provided for in collective bargaining agreements, if any.~~

Temporary Professional Employees

The employment status of a temporary professional employee may be nonrenewed when the employee's position has been eliminated or when the conditions for which professional employees may be suspended otherwise exist, subject to limitations and procedures provided for in collective bargaining agreements, if any.

Professional Employees

The necessary number of professional employees may be suspended for the following reasons:[4]

1. Substantial decrease in student enrollment in the district.
2. Curtailment or alteration of the educational program as a result of substantial decline in class or course enrollments or to conform with standards of organization or educational activities required by law or recommended by the Pennsylvania Department of Education. Such curtailment or alteration must be recommended by the Superintendent, agreed to by the Board, and approved by the Pennsylvania Department of Education. If not prevented by an existing or future provision of a collective bargaining agreement or employment contract, such a suspension may be effectuated without approval of the Pennsylvania Department of Education provided that, where an educational program is altered or curtailed, the district shall notify the Pennsylvania Department of Education of such action.
3. Consolidation of schools, whether within the district, through a merger of districts, or as a result of Joint Board agreements, when such consolidation makes it unnecessary to retain the full staff of professional employees.
4. When new school districts are established as the result of reorganization of school districts and such reorganization makes it unnecessary to retain the full staff of professional employees.
5. Economic reasons that require a reduction in professional employees; however, the district is prohibited from using an employee's compensation in the suspension determination. A Superintendent knowingly in violation of this prohibition shall have a letter from the Secretary of Education placed in his/her permanent employee record.

Economic Suspension Requirements -

The Board may suspend professional employees for economic reasons if all of the following apply:[4]

1. The Board approves the proposed suspensions by a majority vote of all school directors at a public meeting.
2. No later than sixty (60) days prior to the adoption of the final budget, the Board adopts a resolution of intent to suspend professional employees in the following fiscal year, setting forth:
    a. The economic conditions necessitating the proposed suspensions and how the economic conditions will be alleviated by the proposed suspensions, including:
        i. The total cost savings expected from the proposed suspensions.
        ii. A description of other cost-saving actions taken by the Board, if any.
        iii. The projected district expenditures for the following fiscal year with and without the proposed suspensions.
        iv. The projected total district revenues for the following fiscal year.
    b. The number and percentage of employees to be suspended who are:

i. ~~Professional employees assigned to provide instruction directly to students.~~

ii. ~~Administrative staff.~~

iii. ~~Professional employees who are not assigned to provide instruction directly to students and who are not administrative staff.~~

c. ~~The impact of the proposed suspensions on academic programs to be offered to students following the proposed suspensions, as well as the impact on academic programs to be offered to students if the proposed suspensions are not undertaken, compared to the current school year, and the actions if any, that will be taken to minimize the impact on student achievement.~~

~~*Professional Employees Assigned to Provide Instruction Directly to Students –*~~

~~Suspensions, due to economic reasons, of professional employees assigned to provide instruction directly to students may be approved by the Board only if the Board also suspends at least an equal percentage proportion of administrative staff, except when all of the following apply:[4]~~

1. ~~The Secretary of Education determines that the district's operations are already sufficiently streamlined or that the suspension of administrative staff would cause harm to the school stability and student programs.~~

2. ~~The Secretary of Education submits the determination to the State Board of Education.~~

3. ~~The State Board of Education approves the determination by a majority of its members.~~

~~The Board may choose to exempt from this requirement any five (5) administrative positions, one of which shall be the Business Manager or another staff member with the primary responsibility of managing the district's business operation.[4]~~

~~Order of Suspensions~~

~~Data necessary for computation of each professional employee's performance rating and seniority status shall be recorded and maintained to ensure compliance with the required order for suspensions.[7][8]~~

~~*Performance Evaluation Rating –*~~

~~Professional employees shall be suspended, within the area of certification required by law for the professional employee's current position, in the following order based on the two (2) most recent annual performance evaluations:[5][7][8]~~

1. ~~Consecutive unsatisfactory ratings.~~

2. ~~One (1) unsatisfactory rating and one (1) satisfactory rating.~~

3. ~~Consecutive satisfactory ratings which are either consecutive ratings of proficient, or a combination of one (1) proficient or distinguished rating and one (1) needs improvement rating.~~

4. ~~Consecutive satisfactory ratings which are consecutive distinguished, or a combination of one (1) rating of proficient and one (1) rating of distinguished.~~

~~*Seniority –*~~

~~**When** the number of professional employees within each certification area receiving the same performance rating is greater than the number of suspensions, **professional employees with the least seniority within each certification area shall be suspended before employees with greater seniority having the same performance rating**.[5]~~

In addition, professional employees shall be realigned to ensure that employees with more seniority have the opportunity to fill other positions within the district for which they are certificated and which are currently filled by less senior employees with the same or lower overall performance rating.

Seniority shall be considered only when the number of professional employees within each certification area receiving the same performance ratings is greater than the number of suspensions. [5]

Seniority shall continue to accrue during a suspension and all approved leaves of absence.[5]

When there is or has been a consolidation of schools, departments or programs, all professional employees shall retain the seniority rights they had prior to the reorganization or consolidation.[5]

Reinstatement

Suspended professional employees, or professional employees demoted for reasons of this policy, shall be reinstated within the area of certification required by law for the vacancy being filled in the district, in the inverse order by which they were suspended and on the basis of their seniority within the district.[5]

No new appointment shall be made while there is a suspended or demoted professional employee available who is properly certificated to fill such vacancy.[5]

Positions from which professional employees are on approved leaves of absence shall be considered temporary vacancies.[5]

To be considered available, suspended professional employees shall annually report in writing to the Board their current address and intent to accept the same or similar position when offered.[5]

A suspended professional employee enrolled in a college program during a period of suspension and who is recalled shall be given the option of delaying a return to service until the end of the current semester.[5]

Local Agency Law Hearings

The decision to suspend a professional employee shall be considered an adjudication for the purposes of the Local Agency Law, and a professional employee subject to such a decision shall have the right to a Local Agency Law hearing before the Board, if a hearing is requested within ten (10) days after being notified of suspension.[5][9]

A decision to nonrenew the employment of a temporary professional employee whose position has been eliminated or who is being nonrenewed for reasons for which professional employees may be suspended, shall be considered an adjudication for purposes of the Local Agency Law, and the employee shall be entitled to a Local Agency Law hearing, if a hearing is requested within ten (10) days after being notified of the decision to nonrenew.[9]

Legal

1. 22 PA Code 4.4
2. 24 P.S. 1106
3. 24 P.S. 406
4. 24 P.S. 1124
5. 24 P.S. 1125.1
6. 24 P.S. 524
7. 24 P.S. 1123
8. Pol. 313
9. 2 Pa. C.S.A. 551 et seq

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Reduction of Staff
Code	311 Vol IV 2018
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019
Prior Revised Dates	08/14/2018

Authority

The Board is responsible for maintaining appropriate numbers of administrative, professional and support employees to effectively manage and operate the district and its schools. This policy establishes the manner in which necessary reductions of staff shall be accomplished.[1][2][3]

In the exercise of its authority to reduce staff through suspensions (furloughs) and elimination of positions, the Board shall give primary consideration to the staffing needs of the district, the effect upon the educational program and the financial stability of the district, and shall ensure compliance with law, regulations, collective bargaining agreements, individual contracts and Board resolutions.[4][5][6]

The Board shall not prevent any professional employee from engaging in another occupation during the period of suspension.[5]

Nothing in this policy shall be construed to limit the cause for which a temporary professional employee, or any employee other than a professional employee, may be suspended.[5]

Delegation of Responsibility

The Superintendent shall be responsible for the continuous review of the efficiency and effectiveness of district organization and staffing, and shall present recommendations for reduction in staff for Board consideration when such actions are deemed to be in the best interests of the district.

The Superintendent shall consult with the district solicitor as necessary to ensure that reduction of staff is implemented in accordance with applicable laws.[4][5]

Guidelines

Employees Other Than Professional Employees and Temporary Professional Employees

The employment status of employees other than professional employees and temporary professional employees may be terminated or temporarily suspended whenever deemed necessary in the best

interests of the school district, subject to limitations and procedures provided for in collective bargaining agreements, if any.

Temporary Professional Employees

The employment status of a temporary professional employee may be nonrenewed when the employee's position has been eliminated or when the conditions for which professional employees may be suspended otherwise exist, subject to limitations and procedures provided for in collective bargaining agreements, if any.

Professional Employees

The necessary number of professional employees may be suspended for the following reasons:[4]

1. Substantial decrease in student enrollment in the district.
2. Curtailment or alteration of the educational program as a result of substantial decline in class or course enrollments or to conform with standards of organization or educational activities required by law or recommended by the Pennsylvania Department of Education. Such curtailment or alteration must be recommended by the Superintendent, agreed to by the Board, and approved by the Pennsylvania Department of Education. If not prevented by an existing or future provision of a collective bargaining agreement or employment contract, such a suspension may be effectuated without approval of the Pennsylvania Department of Education provided that, where an educational program is altered or curtailed, the district shall notify the Pennsylvania Department of Education of such action.
3. Consolidation of schools, whether within the district, through a merger of districts, or as a result of Joint Board agreements, when such consolidation makes it unnecessary to retain the full staff of professional employees.
4. When new school districts are established as the result of reorganization of school districts and such reorganization makes it unnecessary to retain the full staff of professional employees.
5. Economic reasons that require a reduction in professional employees; however, the district is prohibited from using an employee's compensation in the suspension determination. A Superintendent knowingly in violation of this prohibition shall have a letter from the Secretary of Education placed in his/her permanent employee record.

Economic Suspension Requirements -

The Board may suspend professional employees for economic reasons if all of the following apply:[4]

1. The Board approves the proposed suspensions by a majority vote of all school directors at a public meeting.
2. No later than sixty (60) days prior to the adoption of the final budget, the Board adopts a resolution of intent to suspend professional employees in the following fiscal year, setting forth:
    a. The economic conditions necessitating the proposed suspensions and how the economic conditions will be alleviated by the proposed suspensions, including:
        i. The total cost savings expected from the proposed suspensions.
        ii. A description of other cost-saving actions taken by the Board, if any.
        iii. The projected district expenditures for the following fiscal year with and without the proposed suspensions.

iv. The projected total district revenues for the following fiscal year.

b. The number and percentage of employees to be suspended who are:

i. Professional employees assigned to provide instruction directly to students.

ii. Administrative staff.

iii. Professional employees who are not assigned to provide instruction directly to students and who are not administrative staff.

c. The impact of the proposed suspensions on academic programs to be offered to students following the proposed suspensions, as well as the impact on academic programs to be offered to students if the proposed suspensions are not undertaken, compared to the current school year, and the actions if any, that will be taken to minimize the impact on student achievement.

Professional Employees Assigned to Provide Instruction Directly to Students -

Suspensions, due to economic reasons, of professional employees assigned to provide instruction directly to students may be approved by the Board only if the Board also suspends at least an equal percentage proportion of administrative staff, except when all of the following apply:[4]

1. The Secretary of Education determines that the district's operations are already sufficiently streamlined or that the suspension of administrative staff would cause harm to the school stability and student programs.

2. The Secretary of Education submits the determination to the State Board of Education.

3. The State Board of Education approves the determination by a majority of its members.

The Board may choose to exempt from this requirement any five (5) administrative positions, one of which shall be the Business Manager or another staff member with the primary responsibility of managing the district's business operation.[4]

Order of Suspensions

Data necessary for computation of each professional employee's performance rating and seniority status shall be recorded and maintained to ensure compliance with the required order for suspensions.[7][8]

Performance Evaluation Rating -

Professional employees shall be suspended, within the area of certification required by law for the professional employee's current position, in the following order based on the two (2) most recent annual performance evaluations:[5][7][8]

1. Consecutive unsatisfactory ratings.

2. One (1) unsatisfactory rating and one (1) satisfactory rating.

3. Consecutive satisfactory ratings which are either consecutive ratings of proficient, or a combination of one (1) proficient or distinguished rating and one (1) needs improvement rating.

4. Consecutive satisfactory ratings which are consecutive distinguished, or a combination of one (1) rating of proficient and one (1) rating of distinguished.

Seniority -

When the number of professional employees within each certification area receiving the same performance rating is greater than the number of suspensions, professional employees with the least seniority within each certification area shall be suspended before employees with greater seniority having the same performance rating.[5]

In addition, professional employees shall be realigned to ensure that employees with more seniority have the opportunity to fill other positions within the district for which they are certificated and which are currently filled by less senior employees with the same or lower overall performance rating.

Seniority shall continue to accrue during a suspension and all approved leaves of absence.[5]

When there is or has been a consolidation of schools, departments or programs, all professional employees shall retain the seniority rights they had prior to the reorganization or consolidation.[5]

Reinstatement

Suspended professional employees, or professional employees demoted for reasons of this policy, shall be reinstated within the area of certification required by law for the vacancy being filled in the district, in the inverse order by which they were suspended and on the basis of their seniority within the district.[5]

No new appointment shall be made while there is a suspended or demoted professional employee available who is properly certificated to fill such vacancy.[5]

Positions from which professional employees are on approved leaves of absence shall be considered temporary vacancies.[5]

To be considered available, suspended professional employees shall annually report in writing to the Board their current address and intent to accept the same or similar position when offered.[5]

A suspended professional employee enrolled in a college program during a period of suspension and who is recalled shall be given the option of delaying a return to service until the end of the current semester.[5]

Local Agency Law Hearings

The decision to suspend a professional employee shall be considered an adjudication for the purposes of the Local Agency Law, and a professional employee subject to such a decision shall have the right to a Local Agency Law hearing before the Board, if a hearing is requested within ten (10) days after being notified of suspension.[5][9]

A decision to nonrenew the employment of a temporary professional employee whose position has been eliminated or who is being nonrenewed for reasons for which professional employees may be suspended, shall be considered an adjudication for purposes of the Local Agency Law, and the employee shall be entitled to a Local Agency Law hearing, if a hearing is requested within ten (10) days after being notified of the decision to nonrenew.[9]

Legal

1. 22 PA Code 4.4
2. 24 P.S. 1106
3. 24 P.S. 406
4. 24 P.S. 1124
5. 24 P.S. 1125.1
6. 24 P.S. 524
7. 24 P.S. 1123
8. Pol. 313
9. 2 Pa. C.S.A. 551 et seq

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	300 Administrative Employees
Title	Copy of Tobacco Use
Code	323
Status	
Adopted	December 2, 2004

~~Purpose~~

~~The Board recognizes that tobacco use during school hours and on school property presents a health and safety hazard that can have serious consequences for the user and the nonuser and the safety of the schools.~~

~~Definition~~

~~For purposes of this policy, **tobacco use** shall mean all use of tobacco, including cigars, cigarettes, pipes and smokeless tobacco.[3]~~

~~Authority~~

~~The Board prohibits tobacco use by administrative employees in a school building and on any property, buses, vans and vehicles that are owned, leased or controlled by the school district.[1][2]~~

~~The Board prohibits tobacco use by administrative employees at school-sponsored activities that are held off school property.~~

~~Guidelines~~

~~The district shall annually notify employees about the district's tobacco use policy by publishing such in handbooks, newsletters, posted notices, and other efficient methods.~~

~~Incidents of possession, use and sale of tobacco by any person on school property shall be reported to the Office of Safe Schools on the required form at least once each year.[4]~~

~~First time violations will result in a written reprimand. A second violation will result in prosecution under any applicable laws and/or more severe disciplinary action by the district.~~

Legal

1. 20 U.S.C. 7181 et seq
2. 35 P.S. 1223.5
3. 18 Pa. C.S.A. 6306.1
4. 24 P.S. 1303-A

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Tobacco/Nicotine
Code	323 Vol V 2018
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019

Purpose

The Board recognizes that tobacco, nicotine and nicotine delivery products present a health and safety hazard that can have serious consequences for both users and nonusers and the safety and environment of the schools.

Definitions

For purposes of this policy, tobacco includes a lighted or unlighted cigarette, cigar, cigarillo, little cigar, pipe or other smoking product or material and smokeless tobacco in any form including chewing tobacco, snuff, dip or dissolvable tobacco pieces.[1]

For purposes of this policy, nicotine shall mean a product that contains or consists of nicotine in a form that can be ingested by chewing, smoking, inhaling or through other means.

For purposes of this policy, a nicotine delivery product shall mean a product or device used, intended for use or designed for the purpose of ingesting nicotine or another substance. This definition includes, but is not limited to, any device or associated product used for what is commonly referred to as vaping or juuling.

Authority

The Board prohibits use of tobacco, nicotine and nicotine delivery products by administrative, professional and support employees in a school building and on any property, buses, vans and vehicles that are owned, leased or controlled by the school district.[1][2]

The Board also prohibits use of tobacco, nicotine and nicotine delivery products by district employees at school-sponsored activities that are held off school property.[1]

Delegation of Responsibility

The Superintendent or designee shall notify employees about the Board's tobacco/nicotine policy by publishing information in handbooks, newsletters, posters, or other efficient methods such as posted notices, signs and on the district website.[1]

Guidelines

This policy does not prohibit the use of a patch, gum or lozenge as a smoking cessation product by any employee who has a written order by a physician.

Reporting

The Superintendent shall annually, by July 31, report incidents of possession, use or sale of tobacco, nicotine and nicotine delivery products on school property to the Office for Safe Schools on the required form.[3][4]

Additional Provisions - Tobacco Only

The Superintendent or designee may report incidents involving the sale of tobacco to minors by employees on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[3][4][5][6][7][8]

Legal

1. 35 P.S. 1223.5
2. 20 U.S.C. 7183
3. 24 P.S. 1303-A
4. Pol. 805.1
5. 18 Pa. C.S.A. 6305
6. 22 PA Code 10.2
7. 22 PA Code 10.22
8. 24 P.S. 1302.1-A

20 U.S.C. 7181 et seq

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	300 Administrative Employees
Title	Family and Medical Leaves
Code	335
Status	
Adopted	December 2, 2004

~~Purpose~~

~~A family and medical leave of absence is an approved absence available to eligible employees for up to twelve (12) weeks of unpaid leave during the twelve-month period set forth in this policy. This leave may be taken under particular circumstances that are critical to the family's life. Leaves shall be granted by the district in accordance with the Family and Medical Leave Act, hereinafter referred to as FMLA, and its regulations.[1]~~

~~Definitions~~

~~**Eligible Employee** – An employee who has been employed:~~

1. ~~For at least twelve (12) months by the district before the leave is requested.~~
2. ~~For at least 1,250 hours of actual service by the district during the previous twelve-month period immediately before the leave commences.~~

~~**Employee Benefits** – All benefits provided or made available to employees by the district, including group life insurance, health insurance, disability insurance, sick leave, annual leave, educational benefits and retirement benefits.~~

~~**Health Care Provider** – shall include the following:~~

1. ~~A doctor of medicine or osteopathy who is authorized to practice medicine or surgery by the state in which the doctor practices.~~
2. ~~Any other person determined by the United States Department of Labor's Secretary to be capable of providing health care services.~~

~~**Reduced Leave Schedule** – A leave schedule that reduces the usual number of hours per workweek, or hours per workday, of an employee.~~

~~**Serious Health Condition** – An illness, injury, impairment, or physical or mental condition that consists of:~~

1. ~~Inpatient care involving an overnight stay in a hospital, hospice, or residential medical care facility, including any period of incapacity which results in an inability to work, attend school, or perform other regular daily activities due to the serious health condition, its treatment, or~~

recovery from it, or any subsequent treatment in connection with this inpatient care.

2. A serious health condition involving continuing treatment by a health care provider, involving one or more of the following:

    a. A period of incapacity resulting in an inability to work, attend school, or perform other regular daily activities due to the serious health condition, its treatment, or recovery from it for more than three (3) consecutive calendar days, and any subsequent treatment or period of incapacity related to the same condition, that also includes:

        i. Treatment two (2) or more times by a health care provider, or by a nurse or physician's assistant under direct supervision of a health care provider, or by a provider of health care services under orders of, or on referral by, a health care provider.

        ii. Treatment by a health care provider on at least one (1) occasion that results in a regime of continuing treatment under the supervision of the health care provider.

    b. Any period of incapacity due to pregnancy or for prenatal care.

    c. Any period of incapacity or treatment for this incapacity due to a chronic serious health condition. A chronic serious health condition is one which:

        i. Requires periodic visits for treatment by a health care provider, or by a nurse or physician's assistant under direct supervision of a health care provider.

        ii. Continues over an extended time period, including recurring episodes of a single underlying condition.

        iii. May cause episodic rather than a continuing period of incapacity (e.g. asthma, diabetes, epilepsy, etc.).

    d. A period of incapacity which is permanent or long-term due to a condition for which treatment may not be effective (e.g. Alzheimer's, a severe stroke, or the terminal stages of a disease).

    e. Any periods of absence to receive multiple treatments, including any period of recovery therefrom, by a health care provider or by a provider of health care services under orders of, or on referral by, a health care provider, either for restorative surgery after an accident or other injury, or for a condition that would likely result in a period of incapacity of more than three (3) consecutive calendar days in the absence of medical intervention or treatment, such as cancer (chemotherapy, radiation, etc.), severe arthritis (physical therapy), kidney disease (dialysis), etc.

Parent – The biological parent or an individual who stands in loco parentis.

Persons Eligible for Care – shall include the following:

1. Son or Daughter – A biological, adopted or foster child, a stepchild, a legal ward, or a child of a person standing in loco parentis, who is:

    a. Under eighteen (18) years of age.

    b. Eighteen (18) years of age or older and incapable of self-care because of mental or physical disability.

2. Other Persons – An employee's son-in-law, daughter-in-law, father-in-law, mother-in-law, or anyone else residing in the employee's household that is under the employee's care.

3. Spouse – a husband or wife.

Twelve-Month Period – The twelve-month period that begins on July 1 and ends on June 30 of the succeeding year.

Delegation of Responsibility

The Superintendent or designee shall develop administrative guidelines regulating leaves and ensuring the district's compliance with law. Although implementing the guidelines is the responsibility of the Superintendent, they must adhere to the basic principles of law.

Guidelines

Required notices shall be posted by the district.

Guides advising employees of their rights and responsibilities shall be developed and posted. The guides shall be given to employees upon request; whenever an employee requests an FMLA leave; and whenever the district designates a leave as an FMLA leave.

All requests for leave, both FMLA leave and non-FMLA leave, shall be made in writing on a district form. The form shall request sufficient information to determine whether the leave qualifies as an FMLA leave.

Eligibility for an FMLA leave shall be based entirely on the eligibility criteria established by the FMLA. This policy shall not be construed to expand eligibility for an FMLA leave beyond what is required by the law.

Coverage

This policy shall apply to all family and medical leave of absences. If an employee is entitled to paid or unpaid leave under another district benefit plan or policy, the employee may at his/her option use that paid or unpaid leave first.

Permissible Leaves

An eligible employee shall be entitled to a total of twelve (12) workweeks of unpaid leave during the twelve-month period for one or more of the following:

1. Birth – The birth of a son or daughter of the employee and the care for this son or daughter.

2. Adoption or Foster Care – The placement of a son or daughter with the employee for adoption or foster care.

3. Care – For all persons eligible for care under this policy if that person eligible for care has a serious health condition.

4. Serious Health Condition – The employee's own serious health condition that makes the employee unable to perform the functions of his/her position.

Leave Process

The employee shall make a reasonable effort to schedule the treatment to avoid disrupting the district's operations, subject to the approval of the health care provider of the employee or the health care provider of the son, daughter, spouse, or parent of the employee. A thirty (30) calendar day

notice before the date foreseeable leave is to begin shall be provided by the employee when practicable.

In using an unpaid leave of absence, the employee may elect to use accrued paid leave with FMLA leave, and use of paid leave shall not decrease in part or whole the twelve (12) workweeks of unpaid leave provided by FMLA as follows:

1. Accrued paid vacation or personal leave if the leave is for birth.
2. Accrued paid vacation or personal leave if the leave is for adoption or foster care.
3. Accrued paid vacation, personal, or medical/sick leave if the leave is for care.
4. Accrued paid vacation, personal, or medical/sick leave if the leave is a serious health condition.

The district shall designate an employee use of paid leave as FMLA leave based on information from the employee.

Intermittent Leave or Reduced Schedule Leave

No employee may take an intermittent leave or a reduced schedule leave under birth, adoption, or foster care.

An eligible employee may take intermittent leave or reduced schedule leave under care or serious health condition that is medically necessary and not foreseeable, subject to the following:

1. If an eligible employee is not employed principally in an instructional capacity and requests leave under care or serious health condition that is foreseeable based on planned medical treatment that is medically necessary, the district may require that the employee transfer temporarily to an available alternative position for which the employee is qualified if the alternative position:
    a. Has equivalent pay and benefits.
    b. Better accommodates recurring periods of leave than the regular employment position.
2. If an eligible employee is employed principally in an instructional capacity and requests leave under care or serious health condition that is foreseeable based on planned medical treatment that is medically necessary, and would be on leave for greater than twenty percent (20%) of the total number of working days in the period during which the leave would extend, the district may require that the employee elect either to:
    a. Take leave for periods of a particular duration, not to exceed the duration of the planned medical treatment.
    b. Transfer temporarily to an available alternative position for which the employee is qualified if the alternative position:
        i. Has equivalent pay and benefits.
        ii. Better accommodates recurring periods of leave than the regular employment position.
3. For any employee to request intermittent leave or reduced schedule leave under care, the written certification shall include the following:

a. The dates on which planned medical treatment are expected to be given.

b. The duration of the treatment.

c. The employee's intermittent leave or reduced schedule leave:

i. Is necessary for person eligible for care.

ii. Will assist in their recovery.

d. The expected duration and schedule of the intermittent leave or reduced leave schedule.

4. For any employee to request intermittent leave or reduced schedule leave under serious health condition, the written certification shall include a statement of:

a. The dates on which planned medical treatment is expected to be given.

b. The duration of the treatment.

c. The medical necessity for the intermittent leave or reduced schedule leave.

d. The expected duration and schedule of the intermittent leave or reduced leave schedule.

Intermittent leave or reduced schedule leave shall be taken in increments of one (1) hour or longer.

Certification

A request under care and serious health conditions shall be supported in a timely manner with a written certification issued by the appropriate health care provider. The written certification shall provide all information required by the district.

The district may require that the eligible employee obtain subsequent recertifications on a reasonable basis. The employee shall supply the district with a certification from the health care provider stating the employee may resume work.

Second Opinion –

The district may require, at the expense of the district, that the eligible employee obtain the opinion of a second health care provider designated by the district. If the second opinion differs from the first opinion, the district may require at its expense a third opinion which shall be considered final and binding on both parties.

Benefits Protection

An employee on FMLA leave shall not lose any employment benefits accrued prior to the date on which the leave commenced.

The district shall maintain coverage under any group health plan for the duration of the leave at the same level and under the condition that coverage would have been provided if the employee had continued in employment continuously for the duration of the leave.

An employee returning from FMLA leave shall be restored to his/her original job or to an equivalent job with equivalent pay, benefits, and other employment terms and conditions.

If the employee does not return from FMLA leave, the district may recover from the employee the premium that was paid for the group heath plan during the unpaid leave, unless circumstances

~~beyond the control of the employee prevent the return to work.~~

Legal	1. 29 U.S.C. 2601 et seq

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Family and Medical Leaves
Code	335 Vol II 2019
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019

Authority

The Board shall provide eligible administrative, professional and support employees with unpaid leaves of absence in accordance with the Family And Medical Leave Act, hereinafter referred to as FMLA.[1][2]

Employee requests for FMLA leave shall be processed in accordance with law, Board policy.

Delegation of Responsibility

The Superintendent shall develop and disseminate procedures to implement FMLA leave for eligible employees.

The district shall post, in conspicuous places in the district customarily used for notices to employees and applicants, a notice regarding the provisions of the FMLA and the procedure for filing a complaint.[3]

Employee requests for leave, both FMLA and non-FMLA, shall be submitted in writing on a district form to the Superintendent.

Guidelines

Employees' eligibility for FMLA leave shall be based on the criteria established by law.[4][5]

Eligible employees shall be provided up to twelve (12) workweeks of unpaid leave in a twelve-month period for the employee's own serious health condition; for the birth, adoption, foster placement or first-year care of a child; to care for a seriously ill spouse, child or parent; or to address specific qualifying exigencies pertaining to a member of the Armed Forces alerted for foreign deployment or during foreign deployment.[5]

Eligible employees shall be provided up to twenty-six (26) workweeks of unpaid leave in a single twelve-month period to care for an ill or injured covered servicemember.[5]

The district shall utilize a rolling twelve-month period measured backwards from the date leave is used to determine if an employee has exhausted his/her FMLA leave in any twelve-month period.[6]

When an employee requests an FMLA leave and qualifies for and is entitled to any accrued paid sick, vacation, personal or family leave, the employee is required to utilize such paid leave concurrent with the FMLA leave.[5]

Legal

1. 29 U.S.C. 2601 et seq
2. 29 CFR Part 825
3. 29 U.S.C. 2619
4. 29 U.S.C. 2611
5. 29 U.S.C. 2612
6. 29 CFR 825.200

Pol. 813

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	600 Finances
Title	Copy of Purchases Not Budgeted
Code	612
Status	
Adopted	December 2, 2004
Last Reviewed	October 8, 2019

Purpose

The laws of the state and the interests of the community require fiscal responsibility by the Board in the operation of the school district. Appropriate fiscal controls shall be adopted to ensure that public funds are not disbursed in amounts in excess of the appropriations provided to the district.

Authority

When funds are not available for a proposed appropriation, a legal transfer from one class of expenditure to another may be made by the Board in the last nine (9) months of the fiscal year if it is apparent that the necessary surplus funds do exist in another appropriation, the procedures specified in the School Code are followed, and it can be demonstrated that the proposed expenditure would be educationally warranted in the current fiscal year.[1][2][3]

Guidelines

In the event of emergency, which exists whenever the time required for the Board to act in accordance with regular procedures would endanger life or property or threaten continuance of existing school classes, a purchase order may be authorized by the Superintendent.

Any expenditures in excess of appropriation made in conformance with this policy shall be reported to the Board at the next meeting with a recommendation of funds to be transferred to cover said purchase.

Legal

1. 24 P.S. 609
2. 24 P.S. 666
3. 24 P.S. 687

Procurement – Federal Programs

This document is intended to integrate standard district purchasing procedures with additional requirements applicable to procurements that are subject to the federal Uniform Grant Guidance regulations and/or U.S. Department of Agriculture (USDA) regulations governing school food service programs. The district maintains the following purchasing procedures, in accordance with federal and state laws, regulations and Board policy. (2 CFR 200.318-200.325; 7 CFR 210.16, 210.19, 210.21, 215.14a, 220.16; 24 P.S. 120, 24 P.S. 504, 24 P.S. 508, 24 P.S. 521, 24 P.S. 607, 24 P.S. 609, 24 P.S. 751, 24 P.S. 807.1; 62 Pa. C.S.A. 4601 et seq; Pol. 610, 611, 612, 613, 808)

2018 Procurement Thresholds

PA State Quotation Threshold	**$10,900**	Adjusted based on Consumer Price Index published in PA Bulletin (24 P.S. Sec. 120)
PA State Bid Threshold	**$20,100**	Adjusted based on Consumer Price Index published in PA Bulletin (24 P.S. Sec. 120)
Federal Micro-Purchase Threshold	$3,500	Adjusted periodically and published in Federal Register (48 CFR Subpart 2.1)
Federal Simplified Acquisition Threshold	$150,000	Adjusted periodically and published in Federal Register (48 CFR Subpart 2.1)

*Please review this Procurement attachment annually and update amounts accordingly

Responsibility for Purchasing

The Board has outlined standard district purchasing responsibility, methods of purchasing, price quotations and bid requirements in the following Board policies and their accompanying administrative regulations or procedures:

Policy 610. Purchases Subject to Bid/Quotation
Policy 611. Purchases Budgeted
Policy 612. Purchases Not Budgeted
Policy 613. Cooperative Purchasing

Purchase Methods

When a request for purchase of equipment, supplies or services has been submitted and approved as outlined below, the procurement method to be used will be determined based on the type of purchase and the total cost of the purchase as further outlined below. This procedure outlines how the cost thresholds for determining when the quote or formal bidding procedures that are required by state law as reflected in Policy 610 must be modified when making purchases for federally funded purposes to which the Uniform Grant Guidance or USDA regulations apply, so as to comply with both state and federal requirements. At each point where requirements for food

service-related procurement under USDA regulations differ, a note will refer to the Food Service Program Notes at the end of this procedure. Final determination of which purchasing procedures are to be applied is delegated to the

{ } Business Manager

{ } Superintendent

under the authority of the Board.

Standard Procurement Documents and Purchase Request Process

The district shall use

{ } purchase orders

{ } requisitions

for purchase requests in accordance with the applicable purchase method.

The district shall use

{ } paper

{ } electronic

purchasing records, which are pre-numbered and are accessible to designated purchasing staff in

{ } the district office.

{ } the Business Office.

{ } Purchasing Agent's office.

{ } Other _____.

Purchase requests by an employee must be submitted to the building administrator or immediate supervisor. Purchase of all budgeted items or items approved by an administrator or supervisor must be initiated by use of a purchase order or requisition submitted to the

{ } Board Secretary.

{ } Business Manager.

{ } Superintendent.
{ } Purchasing Agent.

Purchase orders and requisitions shall contain information including, but not limited to:

1. Description of the services to be performed or goods to be delivered.

2. Location of where services will be performed or goods will be delivered.

3. Appropriate dates of service or delivery.

4. { } Other (describe) _____.

Documentation on purchase orders and requisitions shall be maintained in accordance with the district's Records Management Policy and records retention schedule. (Pol. 800)

Contracts shall be reviewed by the

{ } Board Secretary

{ } Business Manager

{ } Superintendent

{ } school solicitor

prior to submission to the Board for approval.

Contracts to which the Uniform Grant Guidance apply shall contain the clauses specified in Appendix II to 2 CFR Part 200 (Contract Provisions for Non-Federal Entity Contracts Under Federal Awards), when applicable.

[See Food Service Program Notes below for specific clauses required by USDA regulations to be included in cost reimbursable procurement contracts.]

Micro-Purchases Not Requiring Quotes or Bidding

For purposes of this procedure**, micro-purchase** means a purchase of equipment, supplies or services for use in federally funded programs using simplified acquisition procedures, the aggregate amount of which does not exceed a base amount of $3,500. The micro-purchase dollar threshold is adjusted periodically by the federal government, and the threshold most recently established and published in the Federal Register shall apply if other than $3,500.(48 CFR Subpart 2.1)

Note: The micro-purchase maximum for federal purposes is lower than the amount below which the School Code allows purchase for nonfederal purposes to be made without obtaining at least three (3) written or telephonic quotes or using formal competitive bidding.

The micro-purchase method is used in order to expedite the completion of its lowest dollar small purchase transactions and minimize the associated administrative burden and cost. Procurement by micro-purchase is the acquisition of equipment, supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold.

To the extent practicable, the district distributes micro-purchases equitably among qualified suppliers when the same or materially interchangeable products are identified and such suppliers offer effectively equivalent rates, prices and other terms. The

{ } Superintendent

{ } Business Manager

{ } Purchasing Agent

{ } Board Secretary

will be responsible to determine the equitable distribution of micro-purchases.

Micro-purchases may be awarded without soliciting competitive quotations if the district considers the price to be reasonable. The district will maintain evidence of this reasonableness in the records of all micro-purchases. **Reasonable** means that sound business practices were followed and the purchase is comparable to market prices for the geographic area. Such determinations of reasonableness may include comparison of the price to previous purchases of the same item or comparison of the price of items similar to the item being purchased.

Even if the cost of a purchase qualifies it as a micro-purchase, bidding or small purchase procedures may be used optionally when those procedures may result in cost savings.

Small Purchase Procedures

For purposes of this procedure, **small purchase procedures** are those relatively simple and informal procurement methods for securing equipment or supplies that cost more than the amount qualifying as a micro-purchase and do not cost **$20,100** or more, or in the case of services other than construction, maintenance or repair on school facilities, where the total cost does not exceed the $150,000 federal Simplified Acquisition Threshold at which formal competitive bidding or competitive proposals are required. Small purchase procedures cannot be used for purchases of equipment or supplies or for construction, repair or maintenance services

costing **$20,100** or more because the School Code requires formal competitive bidding at that level of cost.

The base amount at which bidding is required under state law for purchases of equipment, supplies and construction, maintenance or repair services on school facilities is adjusted for inflation annually, and the amount most recently established and published in the Pennsylvania Bulletin shall apply if other than **$20,100.** (24 P.S. Sec. 120)

The federal Simplified Acquisition Threshold at which competitive bidding or competitive proposals are required is adjusted periodically by the federal government, and the threshold most recently established and published in the Federal Register shall apply if other than $150,000. (48 CFR Subpart 2.1)

Because state law does not require competitive bidding for the purchase of services other than construction, maintenance or repairs on school facilities regardless of total cost, small purchase procedures, including a request for proposal (RFP) procedure, may be used for procurement of such other services except when the estimated total cost will be at or over the federal threshold at which formal competitive bidding or competitive proposals are required ($150,000).

[See Food Service Program Notes below for exemption from bidding for purchases of perishable food items costing less than $150,000.]

If small purchase procedures are used, written or telephonic price or rate quotations are obtained from at least three (3) qualified sources and records of quotes are maintained as provided in Policy 610. (Pol. 610)

Formal Competitive Bidding

Publicly Solicited Sealed Competitive Bids:

For purchases of equipment or supplies, or of services for construction, maintenance or repairs of school facilities, sealed competitive bids are publicly solicited and awarded to the lowest responsive and responsible bidder as provided in Policy 610 when the total cost is estimated to be **$20,100** or more. (Pol. 610)

Note: The amount at which formal competitive bidding or competitive proposals are required by federal regulations is much higher than the base amount at which the School Code requires competitive bidding. Therefore, the lower base amount specified by the School Code, as annually adjusted, is used to determine when bidding will be used for purchases of equipment or supplies, or for obtaining services for construction, maintenance or repairs on school facilities. (24 P.S. Sec. 120)

State law does not require bidding for the purchase of services other than construction, maintenance or repairs on school facilities regardless of total cost. For procurement of such other services for federally funded purposes to which the Uniform Grant Guidance applies, formal

competitive bidding or competitive proposals will be used when the estimated total cost will be at or over the federal threshold of $150,000.

The federal Simplified Acquisition Threshold at which competitive bidding or competitive proposals are required is adjusted periodically by the federal government, and the threshold most recently established and published in the Federal Register shall apply if other than $150,000. (48 CFR Subpart 2.1)

For procurement of services costing at or over the $150,000 federal threshold other than for construction, maintenance or repairs on school facilities, the use of competitive sealed bidding is considered feasible and appropriate when:

1. A complete, adequate, and realistic specification or purchase description is available;

2. Two (2) or more responsible bidders are willing and able to compete effectively for the business; and

3. The procurement lends itself to a firm fixed-price contract and the selection of the successful bidder can be made principally on the basis of price.

Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of. Any or all bids may be rejected if there is a sound documented reason.

[See Food Service Program Notes below for reference to state requirements regarding contracts with food service management companies and contractors of pre-plated meals.]

Competitive Proposals

State law does not require public school entities to solicit competitive bids for services other than construction, repairs or maintenance of school facilities, for which competitive bidding is required if the cost will be a base amount of **$20,100** or more. State law allows competitive proposals relating to work on facilities in lieu of bidding only in the context of guaranteed energy savings contracts.

Federal regulations allow the use of competitive proposals as an alternative to formal competitive bidding when conditions are not appropriate for the use of sealed bids.

In the case of services other than for construction, repairs or maintenance of school facilities costing less than that threshold, the district may use small purchase procedures or micro-purchase procedures as applicable based on total cost. A request for proposal (RFP) process can also meet or exceed the small purchase competition requirements under state law and Policy 610 for the acquisition of services other than for construction, repairs or maintenance of school facilities, and can be used if the total cost will be less than $150,000.

When permitted, the technique of competitive proposals is normally conducted with more than one (1) source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. Competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The district shall comply with other applicable state and federal law and regulations, Board policy and administrative regulations regarding purchasing; the district may consult with the school solicitor or other qualified counsel in determining the required process for purchasing through competitive proposals when necessary.

If this method is used, the following requirements apply:

1. Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical.

2. Proposals must be solicited from an adequate number of qualified sources.

3. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered.

An alternative form of competitive proposal is permitted only for qualifications-based procurement of architectural and engineering services, in which price is not a selection factor and reasonable compensation is negotiated after source selection. This alternative is not permitted for procurement of other types of services.

Competitive proposals shall be evaluated by the

{ } Superintendent

{ } Business Manager

{ } Federal Programs Coordinator

based on factors including but not limited to:

1. Cost.
{ } Experience of contractor.

{ } Availability.

{ } Personnel qualifications.

{ } Financial stability.

{ } Minority business, women’s business enterprise, or labor surplus area firm status.

{ } Project management expertise.

{ } Understanding of district needs.

{ } Other _____.

Evaluations shall be completed in a timely manner, documented and shall be reviewed by the

{ } Board.

{ } Superintendent.

{ } Business Manager.

{ } Federal Programs Coordinator.

{ } school solicitor.

Contract/Price Analysis

The district performs a cost or price analysis in connection with every procurement action in excess of $150,000, including contract modifications. (2 CFR Sec. 200.323(a)).

A **cost analysis** generally means evaluating the separate cost elements that make up the total price, while a **price analysis** means evaluating the total price, without looking at the individual cost elements.

The method and degree of analysis is dependent on the facts surrounding the particular procurement situation; however, the

{ } Superintendent

{ } Business Manager

{ } Federal Programs Coordinator

must come to an independent estimate prior to receiving bids or proposals. (2 CFR Sec. 200.323(a)). As part of the analysis, the _____ will enact established business practices which may include evaluation of similar prior procurements and a review process.

Negotiated Profit

In any procurement in which there has been no price competition, or in which a cost-analysis is performed, profit must be negotiated separately as an element of price. Accordingly, solicitations

of bids, proposals or quotes shall require that bids, proposals or quotes be limited to costs other than profit, and exclude profit.
To establish a fair and reasonable profit, consideration is given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work. (2 CFR Sec. 200.323(b)).

When profit must be negotiated as a separate element of the total price, it shall be negotiated by the

{ } Superintendent

{ } Business Manager

{ } Federal Programs Coordinator

Noncompetitive Proposals (Sole Sourcing)

Procurement by noncompetitive proposals means procurement through solicitation of a proposal from only one (1) source and may be used only when one or more of the following circumstances apply:

1. The item is available only from a single source.

2. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation. An **emergency** exists whenever the time required for the Board to act in accordance with regular procedures would endanger life or property or threaten continuance of existing school classes.

3. The federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the district.

4. After solicitation of a number of sources, the district determines the competition is inadequate.

In addition to standard procurement policy and procedures, the district will document the grounds for using the noncompetitive method in lieu of an otherwise required competitive method of procurement, which may include written confirmation from the contractor as the sole source of the item. Documentation must be submitted to and maintained by the Business Office.

All noncompetitive proposals will ultimately be approved by the Board. The district may utilize legal advice from the solicitor regarding noncompetitive proposals.

Profit must be negotiated separately for noncompetitive proposals, and a cost or price analysis will also be performed for noncompetitive proposals when the price exceeds $150,000.

Purchase Cards

The district approves the use of procurement cards for permissible purchases by designated employees to improve the efficiency of purchasing activities, reduce processing expenses, improve controls for small-dollar purchases, and streamline contractor payment.

Procurement cards may be used for purchases under federal programs. The use of procurement cards is governed by Board policy 625 Procurement Cards and established administrative regulations. (Pol. 625)

Full and Open Competition

All procurement transactions must be conducted in a manner providing full and open competition consistent with 2 CFR Sec. 200.319. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:

1. Placing unreasonable requirements on firms in order for them to qualify to do business.

2. Requiring unnecessary experience and excessive bonding.

3. Noncompetitive pricing practices between firms or between affiliated companies.

4. Noncompetitive contracts to consultants that are on retainer contracts.

5. Organizational conflicts of interest.

6. Specifying only a "brand name" product instead of allowing "an equal" product to be offered and describing the performance or other relevant requirements of the procurement.

7. Any arbitrary action in the procurement process.

Minority Businesses, Women's Business Enterprises, Labor Surplus Area Firms

The district must take necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. Affirmative steps must include: (2 CFR Sec. 200.321)

1. Placing qualified small and minority business and women's business enterprises on solicitation lists.

2. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources.

3. Dividing total purchasing requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority business and women's business enterprises.

4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses and women's business enterprises.

5. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

6. Requiring the prime contractor, if subcontracts are let, to take the affirmative steps listed above.

Geographical Preferences Prohibited

The district must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable federal statutes expressly mandate or encourage geographic preference. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

[See Food Service Program Notes below for permissibility of geographic preferences and "Buy American" practices in purchasing certain food products]

Prequalified Lists

The district must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the district must not preclude potential bidders from qualifying during the solicitation period.

[**See Food Service Program Notes below for reference to state requirements regarding contracts with food service management companies and contractors of pre-plated meals.]**

Solicitation Language

The district must ensure that all solicitations incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to

be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible.
When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a "brand name or equivalent" description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.

Avoiding Acquisition of Unnecessary or Duplicative Items

The district must avoid the acquisition of unnecessary or duplicative items. Additionally, consideration must be given to consolidating or breaking out procurements to obtain a more economical purchase; and, where appropriate, an analysis must be made of leases versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

These considerations are given as part of the process to determine the allowability of each purchase made with federal funds. Such considerations are accessible in the procedure attached to Policy 626: Allowability of Costs – Federal Programs.

Use of Intergovernmental Agreements and Cooperative Purchasing

To foster greater economy and efficiency, the district enters into state and local intergovernmental agreements where appropriate for cooperative purchasing or use of common or shared goods and services, as permitted by the Intergovernmental Cooperation Act, the School Code and the Commonwealth Procurement Code. (Pol. 613; 53 Pa. C.S. Ch. 23; 24 P.S. 521; 62 Pa. C.S. Ch. 19)

When procuring supplies or services for federally funded purposes to which the Uniform Grant Guidance applies, the district shall verify that the organization conducting the procurement pursuant to such agreements complies with the applicable procurement methods, requirements and standards of the Uniform Grant Guidance as outlined in this procedure.

Use of Federal Excess and Surplus Property

The district considers the use of federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.

Debarment and Suspension

The district awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be

given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

[See Food Service Program Notes below for reference to state requirements regarding contracts with food service management companies and contractors of pre-plated meals.]

The district may not subcontract with or award subgrants to any person or company who is debarred or suspended. For all contracts over $25,000 the district verifies that the contractor with whom the district intends to do business is not excluded or disqualified. (2 CFR Part 200, Appendix II, and 2 CFR Sec. 180.220 and 180.300).

All successful contractors must provide written certification that they have not been suspended or debarred from federal projects. The

{ } Business Manager

{ } Federal Programs Coordinator

will be responsible for verification. Such verification may include accessing the online federal System for Award Management (SAM) to determine whether any relevant party is subject to any suspension or debarment restrictions.

Maintenance of Procurement Records

The district must maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.

Maintenance of records of procurement will be governed by Board policy 800 Records Management and the district's established records retention schedule. (Pol. 800)

Time and Materials Contracts

The district may use a time and materials type contract only: (1) after a determination that no other contract is suitable; and (2) if the contract includes a ceiling price that the contractor exceeds at its own risk. **Time and materials type contract** means a contract whose cost to the district is the sum of: the actual costs of materials, and direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the district must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

Settlements of Issues Arising Out of Procurements

The district alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the district of any contractual responsibilities under its contracts. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

Protest Procedures to Resolve Dispute

The district maintains protest procedures to handle and resolve disputes relating to procurements and, in all instances, discloses information regarding the protest to the awarding agency. Protest procedures will be acted on in accordance with current state law and regulations, established district administrative regulations and the advice of the solicitor. (Pol. 610)

Food Service Program Notes:

Exemption from Bidding for Perishable Food Items -

The School Code exempts purchases of perishable food items from bidding requirements. Bidding for perishable food items is required only if the cost would be at or over the federal threshold at which formal competitive bidding is required ($150,000). Small purchase procedures may be used for purchases below $150,000, or micro-purchase procedures for purchases below $3,500. Use of bidding should be considered as an option if it is feasible and likely to result in cost savings.(24 P.S. Sec. 504(d))

Geographic Preferences -

The district is permitted to apply a geographic preference when procuring unprocessed locally grown or locally raised agricultural products. When a geographic preference is applied, the district has discretion to determine the local area to which the geographic preference option will be applied.

Unprocessed locally grown or locally raised agricultural products means only those agricultural products that retain their inherent character. The effects of the following food handling and preservation techniques shall not be considered as changing an agricultural product into a product of a different kind or character: cooling; refrigerating; freezing; size adjustment made by peeling, slicing, dicing, cutting, chopping, shucking, and grinding; forming ground products into patties without any additives or fillers; drying/dehydration; washing; packaging (such as placing eggs in cartons), vacuum packing and bagging (such as placing vegetables in bags or combining two (2) or more types of vegetables or fruits in a single package); the addition of ascorbic acid or other preservatives to prevent oxidation of produce; butchering livestock and poultry; cleaning fish; and the pasteurization of milk. (7 CFR Sec. 210.21, 215.14a, 220.16)

Buy American -

The district shall purchase, to the maximum extent practicable, domestic commodities or products for food service purposes. The term **domestic commodity or product** means: (7 CFR Sec. 210.21, 220.16)

1. An agricultural commodity that is produced in the United States; and

2. A food product that is processed in the United States substantially using agricultural commodities that are produced in the United States.

Mandatory Contract Clauses -

The following provisions shall be included in all cost reimbursable contracts for food services purchases, including contracts with cost reimbursable provisions, and in solicitation documents prepared to obtain offers for such contracts: (7 CFR Sec. 210.21, 215.14a, 220.16)

1. Allowable costs will be paid from the nonprofit school food service account to the contractor net of all discounts, rebates and other applicable credits accruing to or received by the contractor or any assignee under the contract, to the extent those credits are allocable to the allowable portion of the costs billed to the school food authority;

2. (a) The contractor must separately identify for each cost submitted for payment to the school food authority the amount of that cost that is allowable (can be paid from the nonprofit school food service account) and the amount that is unallowable (cannot be paid from the nonprofit school food service account); or

   (b) The contractor must exclude all unallowable costs from its billing documents and certify that only allowable costs are submitted for payment and records have been established that maintain the visibility of unallowable costs, including directly associated costs in a manner suitable for contract cost determination and verification;

3. The contractor's determination of its allowable costs must be made in compliance with the applicable departmental and program regulations and Office of Management and

Budget cost circulars;

4. The contractor must identify the amount of each discount, rebate and other applicable credit on bills and invoices presented to the school food authority for payment and individually identify the amount as a discount, rebate, or in the case of other applicable credits, the nature of the credit. If approved by the state agency, the school food authority may permit the contractor to report this information on a less frequent basis than monthly, but no less frequently than annually;

5. The contractor must identify the method by which it will report discounts, rebates and other applicable credits allocable to the contract that are not reported prior to conclusion of the contract; and

6. The contractor must maintain documentation of costs and discounts, rebates and other applicable credits, and must furnish such documentation upon request to the school food authority, the state agency, or the department.

Contracts with Food Service Management Companies -

Procedures for selecting and contracting with a food service management company (FSMC) shall comply with guidance provided by the Pennsylvania Department of Education, Division of Food and Nutrition, including standard forms, procedures and timelines for solicitation, selection and approval of proposals and contracts. (7 CFR Sec. 210.16, 210.19, 210.21, 215.14a, 220.16)

Pre-Plated Meals -

Procedures for selecting and contracting with contractors of pre-plated meals shall comply with guidance provided by the Pennsylvania Department of Education, Division of Food and Nutrition, including standard forms, procedures and timelines for solicitation, selection and approval of proposals and contracts. (7 CFR Sec. 210.16, 210.19, 210.21, 220.16)

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NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	700 Property
Title	Previous 704 Maintenance
Code	704
Status	
Adopted	December 2, 2004

~~Purpose~~

~~Adequate maintenance of buildings, property and equipment is essential to fiscal responsibility and efficient management of district facilities.~~

~~Authority~~

~~The Board directs that a continuous program of inspection and maintenance of all district buildings, property and equipment be established and implemented. Wherever possible, maintenance shall be preventive.[1]~~

~~Delegation of Responsibility~~

~~The Superintendent or designee shall develop and supervise a maintenance program which shall include:~~

1. ~~Regular program of facilities repair and conditioning.~~
2. ~~Critical spare parts inventory.~~
3. ~~Equipment replacement program.~~
4. ~~Long-range plans for building modernization and conditioning.~~

~~The Superintendent or designee shall develop guidelines necessary for the maintenance, repair and improvement of physical facilities.~~

~~Each building principal, in conjunction with the building maintenance employee, shall conduct a physical inspection of the building on a periodic basis and return a written report to the Superintendent or designee as to the findings of that inspection.~~

~~The Superintendent shall report as needed to the Board regarding the current maintenance and improvement program.~~

Legal 1. 24 P.S. 701

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	700 Property
Title	Maintenance
Code	704 Vol IV 2018
Status	First Reading
Last Revised	February 2, 2004

Purpose

Adequate maintenance of buildings, property and equipment is essential to fiscal responsibility and efficient management of district facilities.

Authority

The Board directs that a continuous program of inspection and maintenance of all district buildings, property and equipment be established and implemented. Wherever possible, maintenance shall be preventive.[1]**[2]**[3]

Delegation of Responsibility

The Superintendent or designee shall develop and supervise a maintenance program which shall include:

Regular program of maintenance, repair and improvement of buildings and facilities.

Critical spare parts inventory.

Equipment replacement program.

Long-range plans for building modernization and conditioning.

The Superintendent or designee shall develop a maintenance check list applicable to all district buildings.

Each building principal, in conjunction with the building maintenance employee, shall conduct a physical inspection of the building on a periodic
basis and return a written report to the Superintendent or designee as to the findings of that inspection.

The Superintendent shall report periodically to the Board regarding the current maintenance and improvement program and projected maintenance needs that include cost analysis.

Legal

1. 24 P.S. 701
2. 24 P.S. 742
3. 24 P.S. 772

25 PA Code 171.1 et seq

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	700 Property
Title	Use of School Facilities
Code	707
Status	Active
Adopted	December 2, 2004
Last Revised	October 23, 2012

Purpose

The Board recognizes that although the primary purpose of the school buildings, facilities and property is to provide students with an appropriate learning environment, the Board is interested in making its facilities available for community purposes that serve the education mission of the district and promote the notion of the district being a focal point for community spirit.

Authority

The Board will grant the use of the school facilities to an individual or community group after approval of their application by the Superintendent or his/her designee. The Superintendent is authorized to implement reasonable procedures that are not included in this policy in order to receive, review, and issue a ruling on applications to use the school district's facilities.

Delegation of Responsibility

The Northern Bedford County School Board assigns to the Superintendent or the Superintendent's designee the responsibility for implementing the provisions and requirements set forth in this policy. This includes: (1) providing the pertinent information regarding the request by an applicant and advising the applicant of time requirements for filing an application, (2) receiving and reviewing the application, (3) approving or disapproving the application for noncompliance with provisions stated in this policy, (4) collecting the required fees, (5) securing written verification of liability insurance coverage required by this policy from the applicant, (6) arranging for the proper school staff to be present during the event, and (7) enforcing any other requirements that are specified in this policy.

If a request for facility usage is not approved by the Superintendent or the Superintendent's designee and the applicant is not satisfied with the reason for rejection, the applicant may request that the Board review the request. The Board may sustain the Superintendent's decision or permit the event to occur. The Board's decision shall be final.

Guidelines

Guidelines Applying to All School District Facilities

School facilities will be made available to the community according to the following guidelines:

1. All extra-school use of school facilities must be scheduled in a manner which does not conflict in any way with the curricular and co-curricular activities of the school.

2. Use of school facilities will not be permitted for commercial purposes or for functions conducted for profit. Charging of admission fees is strictly prohibited. School buildings shall not be used for parties or celebrations which are essentially private in nature. This exclusion includes birthday, anniversary, weddings, and other similar parties. Local government entities will be permitted to use school facilities for purposes of public informational meetings free of charge, but must follow procedures to negotiate a written, signed agreement.

3. The using group or the individual is expected to negotiate a written, signed agreement which obligates the group or the individual to be financially responsible for any damages to district property related to the group or individual's use of the facilities and for any liability action taken as a result of the activity. The group or the individual will be required to post evidence of insurance against damage or liability from the use of school facilities. Except in the case of an individual, an agreement form shall be signed by two (2) representatives of the using group which makes them or their organization responsible for the provisions of the agreement. The district shall not be liable for any negligent acts by an organization or person associated with that organization.[1]

4. Rental will be charged for the facility according to the schedule of fees approved by the Board. Payment shall become due upon receipt of billing from the district office and shall be paid within thirty (30) days of the dated invoice. Late payment fees will be charged if not paid in a timely manner.

5. Facilities shall be engaged through the Superintendent or the Superintendent's designee. Athletic facilities shall be engaged through the office of the Superintendent or the Superintendent's designee. Reservations should be made at least one (1) month in advance. The Superintendent or the Superintendent's designee may deny the use of the facility if the activity is inconsistent with the provisions of this policy or the request is too late to be reasonably accommodated.

6. One (1) or more custodians shall be required to be on duty during the time of setup for the activity, during the time of the activity, and for clean-up following the activity. Additionally, school personnel may be required to supervise the management of traffic on school grounds. Custodial time shall be billed at an hourly rate to the user.

7. The district may require the employment of security officers for functions involving its facilities. Those officers will be engaged by the district and will be billed to the user.

8. At least one (1) food service employee must be on duty during the entire time a kitchen is used. The employee's time will be billed at an hourly rate established by the Board. Only food service employees are allowed to operate kitchen equipment. The kitchen area will be locked unless a food service employee has been contracted for the event. Food service time shall be billed by the Food Service Department within two (2) weeks of activity and paid directly to the Food Service Department.

9. Responsible groups may be granted the use of classrooms or other reasonable facilities in the evening without charge for purposes which promote educational and/or community interests.

10. The use of school facilities can only be scheduled between the hours of 1 PM and 5 PM on Sundays.

Prohibited Activities –

The following activities are strictly prohibited in school facilities and on school grounds when individuals and community groups are granted written permission to use said school facilities and/or grounds:[2]

1. Possession, use, or distribution of illegal drugs and/or alcoholic beverages.

2. Possession of weapons.

3. Conduct that would alter, damage, or be injurious to any district property, equipment, or furnishings.

4. Conduct that would constitute a violation of the Pennsylvania Crimes Code, and/or local, state, or federal laws and regulations.

5. Gambling, games of chance, lotteries, raffles, or other activities requiring a license under the Local Option Small Games of Chance Act, unless such activity has been expressly authorized by the Board or administration.[3][4]

6. Use of tobacco products.[5][6][7]

Guidelines Applying to Outdoor Facilities

Provisions For The Use Of School Grounds –

The Board is interested in making its school grounds and other outdoor facilities available for community purposes that serve the educational mission of the district and promote the notion of the district being a focal point for community spirit. Citizens must realize, however, that school property is not public property, and is subject to reasonable regulations of the Board. The recreational facilities of the district are available to district residents according to the following guidelines:

1. The facilities of the district set aside as playground shall be freely available to the use of district residents, except during school hours, unless otherwise posted or arranged by school officials.

2. Athletic facilities shall be engaged through the Superintendent or the Superintendent's designee.

3. The playing fields and other outdoor facilities of the district shall be reserved for the scheduled use of the district's athletic teams. The emergency use of the grounds for school purposes preempts any other reservations granted for nonschool use.

4. The use of the playing fields or other outdoor facilities of the district by an organized group must be scheduled and approved by the offices of the Athletic Director or the Athletics Administrator. Use may be approved or denied based upon the condition of the field or facility, the wear and tear to which the field or facility will be subjected, the need for recovery time before the next use by the district's program, the time of the activity, or the nature of the activity. The district has the authority to discontinue the use of the field or facility at any time that excessive damage comes into evidence. The Athletic Director or any school administrator may deny the use of a field when the playing surfaces are too wet or soft or when use could reasonably unduly damage the surface.

5. Groups requesting the use of the playing fields or other facilities will be charged for their use based on the cost to the district, i.e., electricity for lighting on Panther Community Stadium, and may be required to negotiate an agreement accepting responsibility for damage to the field and to pay for its restoration to pre-use condition.

6. Groups using the fields or other facilities shall be responsible for leaving all school equipment as it was found and to remove all litter from the facilities. Groups may not remove or move school property such as portable backstops, pitchers' mounds, home plates, benches, bleachers, base pegs, etc. without permission.

7. School fields may be open to the community when not being used by high school, middle school, or elementary school programs for games, practices, or activities, subject to the

restrictions and guidelines contained in this policy.

8. Driving or parking vehicles on non-paved surfaces, and the use of vulgar, obscene, or abusive language are prohibited. Violators may be restricted from school property and may be prosecuted under law.

9. The fields at Northern Bedford County High School and Northern Bedford County Elementary School will not be open to the public during Baccalaureate or Commencement.

10. It is the sole responsibility of all organizations using district facilities and grounds to ensure proper documentation, including clearances if applicable to the organization, on all individuals associated with the organization. This includes coaches or individuals with supervisory authority associated with AYSO, Panther Youth Football Association, Little League, or other organizations. The district shall not be responsible for monitoring the organizations to ensure proper documentation.

Violations –

The school district reserves the right to remove from school district premises any individual or community group who fails to comply with the terms and conditions of this policy and established procedures.[2]

In the event an individual or community group violates this policy or the terms under which permission was granted to use school facilities and/or grounds, that individual or community group forfeits the right to submit future written requests to use school district property, unless otherwise decided by the Board.

Legal

1. 24 P.S. 775
2. 24 P.S. 511
24 P.S. 779
22 PA Code 403.1
61 PA Code 901.1
20 U.S.C. 7905
3. 10 P.S. 328.101 et seq
4. 61 PA Code 901.701
5. 35 P.S. 1223.5
6. 20 U.S.C. 7182
7. 20 U.S.C. 7183
20 U.S.C. 7181 et seq
Pol. 000

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	700 Property
Title	Use of School Facilities
Code	707
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019
Prior Revised Dates	10/23/2012

Purpose

The Board recognizes that although the primary purpose of the school buildings, facilities and property is to provide students with an appropriate learning environment, the Board is interested in making its facilities available for community purposes that serve the education mission of the district and promote the notion of the district being a focal point for community spirit.

Authority

The Board will grant the use of the school facilities to an individual or community group after approval of their application by the Superintendent or his/her designee. The Superintendent is authorized to implement reasonable procedures that are not included in this policy in order to receive, review, and issue a ruling on applications to use the school district's facilities.

Delegation of Responsibility

The Northern Bedford County School Board assigns to the Superintendent or the Superintendent's designee the responsibility for implementing the provisions and requirements set forth in this policy. This includes: (1) providing the pertinent information regarding the request by an applicant and advising the applicant of time requirements for filing an application, (2) receiving and reviewing the application, (3) approving or disapproving the application for noncompliance with provisions stated in this policy, (4) collecting the required fees, (5) securing written verification of liability insurance coverage required by this policy from the applicant, (6) arranging for the proper school staff to be present during the event, and (7) enforcing any other requirements that are specified in this policy.

If a request for facility usage is not approved by the Superintendent or the Superintendent's designee and the applicant is not satisfied with the reason for rejection, the applicant may request that the Board review the request. The Board may sustain the Superintendent's decision or permit the event to occur. The Board's decision shall be final.

Guidelines

Guidelines Applying to All School District Facilities

School facilities will be made available to the community according to the following guidelines:

1. All extra-school use of school facilities must be scheduled in a manner which does not conflict in any way with the curricular and co-curricular activities of the school.

2. Use of school facilities will not be permitted for commercial purposes or for functions conducted for profit. Charging of admission fees is strictly prohibited. School buildings shall not be used for parties or celebrations which are essentially private in nature. This exclusion includes birthday, anniversary, weddings, and other similar parties. Local government entities will be permitted to use school facilities for purposes of public informational meetings free of charge, but must follow procedures to negotiate a written, signed agreement.

3. The using group or the individual is expected to negotiate a written, signed agreement which obligates the group or the individual to be financially responsible for any damages to district property related to the group or individual's use of the facilities and for any liability action taken as a result of the activity. The group or the individual will be required to post evidence of insurance against damage or liability from the use of school facilities. Except in the case of an individual, an agreement form shall be signed by two (2) representatives of the using group which makes them or their organization responsible for the provisions of the agreement. The district shall not be liable for any negligent acts by an organization or person associated with that organization.[1]

4. Rental will be charged for the facility according to the schedule of fees approved by the Board. Payment shall become due upon receipt of billing from the district office and shall be paid within thirty (30) days of the dated invoice. Late payment fees will be charged if not paid in a timely manner.

5. Facilities shall be engaged through the Superintendent or the Superintendent's designee. Athletic facilities shall be engaged through the office of the Superintendent or the Superintendent's designee. Reservations should be made at least one (1) month in advance. The Superintendent or the Superintendent's designee may deny the use of the facility if the activity is inconsistent with the provisions of this policy or the request is too late to be reasonably accommodated.

6. One (1) or more custodians shall be required to be on duty during the time of setup for the activity, during the time of the activity, and for clean-up following the activity. Additionally, school personnel may be required to supervise the management of traffic on school grounds. Custodial time shall be billed at an hourly rate to the user.

7. The district may require the employment of security officers for functions involving its facilities. Those officers will be engaged by the district and will be billed to the user.

8. At least one (1) food service employee must be on duty during the entire time a kitchen is used. The employee's time will be billed at an hourly rate established by the Board. Only food service employees are allowed to operate kitchen equipment. The kitchen area will be locked unless a food service employee has been contracted for the event. Food service time shall be billed by the Food Service Department within two (2) weeks of activity and paid directly to the Food Service Department.

9. Responsible groups may be granted the use of classrooms or other reasonable facilities in the evening without charge for purposes which promote educational and/or community interests.

10. The use of school facilities can only be scheduled between the hours of 1 PM and 5 PM on Sundays.

Prohibited Activities –

The following activities are strictly prohibited in school facilities and on school grounds when individuals and community groups are granted written permission to use said school facilities and/or grounds:[2]

1. Possession, use, or distribution of illegal drugs and/or alcoholic beverages.

2. Possession of weapons.

3. Conduct that would alter, damage, or be injurious to any district property, equipment, or furnishings.

4. Conduct that would constitute a violation of the Pennsylvania Crimes Code, and/or local, state, or federal laws and regulations.

5. Gambling, games of chance, lotteries, raffles, or other activities requiring a license under the Local Option Small Games of Chance Act, unless such activity has been expressly authorized by the Board or administration.[3][4]

6. Use of tobacco**/nicotine and nicotine delivery** products. **This policy does not prohibit the use of a nicotine patch, gum or lozenge as a smoking cessation product by adults using the school facilities.**[5][6][7]

Guidelines Applying to Outdoor Facilities

Provisions For The Use Of School Grounds –

The Board is interested in making its school grounds and other outdoor facilities available for community purposes that serve the educational mission of the district and promote the notion of the district being a focal point for community spirit. Citizens must realize, however, that school property is not public property, and is subject to reasonable regulations of the Board. The recreational facilities of the district are available to district residents according to the following guidelines:

1. The facilities of the district set aside as playground shall be freely available to the use of district residents, except during school hours, unless otherwise posted or arranged by school officials.

2. Athletic facilities shall be engaged through the Superintendent or the Superintendent’s designee.

3. The playing fields and other outdoor facilities of the district shall be reserved for the scheduled use of the district’s athletic teams. The emergency use of the grounds for school purposes preempts any other reservations granted for nonschool use.

4. The use of the playing fields or other outdoor facilities of the district by an organized group must be scheduled and approved by the offices of the Athletic Director or the Athletics Administrator. Use may be approved or denied based upon the condition of the field or facility, the wear and tear to which the field or facility will be subjected, the need for recovery time before the next use by the district’s program, the time of the activity, or the nature of the activity. The district has the authority to discontinue the use of the field or facility at any time that excessive damage comes into evidence. The Athletic Director or any school administrator may deny the use of a field when the playing surfaces are too wet or soft or when use could reasonably unduly damage the surface.

5. Groups requesting the use of the playing fields or other facilities will be charged for their use based on the cost to the district, i.e., electricity for lighting on Panther Community Stadium, and may be required to negotiate an agreement accepting responsibility for damage to the field and to pay for its restoration to pre-use condition.

6. Groups using the fields or other facilities shall be responsible for leaving all school equipment as it was found and to remove all litter from the facilities. Groups may not remove or move school property such as portable backstops, pitchers' mounds, home plates, benches, bleachers, base pegs, etc. without permission.

7. School fields may be open to the community when not being used by high school, middle school, or elementary school programs for games, practices, or activities, subject to the restrictions and guidelines contained in this policy.

8. Driving or parking vehicles on non-paved surfaces, and the use of vulgar, obscene, or abusive language are prohibited. Violators may be restricted from school property and may be prosecuted under law.

9. The fields at Northern Bedford County High School and Northern Bedford County Elementary School will not be open to the public during Baccalaureate or Commencement.

10. It is the sole responsibility of all organizations using district facilities and grounds to ensure proper documentation, including clearances if applicable to the organization, on all individuals associated with the organization. This includes coaches or individuals with supervisory authority associated with AYSO, Panther Youth Football Association, Little League, or other organizations. The district shall not be responsible for monitoring the organizations to ensure proper documentation.

Violations –

The school district reserves the right to remove from school district premises any individual or community group who fails to comply with the terms and conditions of this policy and established procedures.[2]

In the event an individual or community group violates this policy or the terms under which permission was granted to use school facilities and/or grounds, that individual or community group forfeits the right to submit future written requests to use school district property, unless otherwise decided by the Board.

Legal

1. 24 P.S. 775
2. 24 P.S. 511
24 P.S. 779
22 PA Code 403.1
61 PA Code 901.1
20 U.S.C. 7905
3. 10 P.S. 328.101 et seq
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6. 20 U.S.C. 7182
7. 20 U.S.C. 7183
20 U.S.C. 7181 et seq
Pol. 000

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	800 Operations
Title	Copy of Child Abuse
Code	806
Status	
Adopted	December 2, 2004
Last Revised	March 8, 2016

~~Authority~~

~~The Board requires district employees, independent contractors and volunteers to comply with identification and reporting requirements for suspected child abuse, as well as the training requirement for recognition and reporting of child abuse in order to comply with the Child Protective Services Law and the School Code.[1][2][3][39][4]~~

~~Definitions~~

~~The following words and phrases, when used in this policy, shall have the meaning given to them in this section:~~

~~**Adult** - an individual eighteen (18) years of age or older.[5]~~

~~**Bodily injury** - impairment of physical condition or substantial pain.[5]~~

~~**Certifications** - refers to the child abuse history clearance statement and state and federal criminal history background checks required by the Child Protective Services Law and/or the School Code.[6][7]~~

~~**Child** - an individual under eighteen (18) years of age.[5]~~

~~**Child abuse** - intentionally, knowingly or recklessly doing any of the following:[5]~~

1. ~~Causing bodily injury to a child through any recent act or failure to act.~~
2. ~~Fabricating, feigning or intentionally exaggerating or inducing a medical symptom or disease which results in a potentially harmful medical evaluation or treatment to the child through any recent act.~~
3. ~~Causing or substantially contributing to serious mental injury to a child through any act or failure to act or a series of such acts or failures to act.~~
4. ~~Causing sexual abuse or exploitation of a child through any act or failure to act.~~
5. ~~Creating a reasonable likelihood of bodily injury to a child through any recent act or failure to act.~~

6. ~~Creating a likelihood of sexual abuse or exploitation of a child through any recent act or failure to act.~~

7. ~~Causing serious physical neglect of a child.~~

8. ~~Engaging in any of the following recent acts:~~

    a. ~~Kicking, biting, throwing, burning, stabbing or cutting a child in a manner that endangers the child.~~

    b. ~~Unreasonably restraining or confining a child, based on consideration of the method, location or the duration of the restraint or confinement.~~

    c. ~~Forcefully shaking a child under one (1) year of age.~~

    d. ~~Forcefully slapping or otherwise striking a child under one (1) year of age.~~

    e. ~~Interfering with the breathing of a child.~~

    f. ~~Causing a child to be present during the operation of methamphetamine laboratory, provided that the violation is being investigated by law enforcement.~~[8]

    g. ~~Leaving a child unsupervised with an individual, other than the child's parent, who the actor knows or reasonably should have known was required to register as a Tier II or Tier III sexual offender or has been determined to be a sexually violent predator or sexually violent delinquent.~~[9][10]

9. ~~Causing the death of the child through any act or failure to act.~~

~~The term **child abuse** does not include physical contact with a child that is involved in normal participation in physical education, athletic, extracurricular or recreational activities. Also excluded from the meaning of the term **child abuse** is the use of reasonable force by a person responsible for the welfare of a child for purposes of supervision, control or safety, provided that the use of force:~~

1. ~~Constitutes incidental, minor or reasonable physical contact in order to maintain order and control;~~

2. ~~Is necessary to quell a disturbance or remove a child from the scene of a disturbance that threatens property damage or injury to persons;~~

3. ~~Is necessary for self-defense or defense of another;~~

4. ~~Is necessary to prevent the child from self-inflicted physical harm; or~~

5. ~~Is necessary to gain possession of weapons, controlled substances or other dangerous objects that are on the person of the child or in the child's control.~~

~~**Direct contact with children** - the possibility of care, supervision, guidance or control of children or routine interaction with children.~~[1]

~~**Independent contractor** - an individual other than a school employee who provides a program, activity or service who is otherwise responsible for the care, supervision, guidance or control of children pursuant to a contract. The term does not apply to administrative or other support personnel unless the administrative or other support personnel have direct contact with children.~~[5][11]

~~**Perpetrator** - a person who has committed child abuse and is a parent/guardian of the child; a spouse or former spouse of the child's parent/guardian; a paramour or former paramour of the child's parent/guardian; an individual fourteen (14) years of age or older who is responsible for the child's welfare or who has direct contact with children as an employee of child care services, a school~~

~~or through a program activity or service; an individual fourteen (14) years of age or older who resides in the same home as the child; or an adult who does not reside in the same home as the child but is related within the third degree of consanguinity or affinity by birth or adoption to the child. Only the following may be considered a perpetrator solely based upon a failure to act: a parent/guardian of the child; a spouse or former spouse of the child's parent/guardian; a paramour or former paramour of the child's parent/guardian; an adult responsible for the child's welfare; or an adult who resides in the same home as the child.[5]~~

~~**Person responsible for the child's welfare** - a person who provides permanent or temporary care, supervision, mental health diagnosis or treatment, training or control of a child in lieu of parental care, supervision and control.[5]~~

~~**Program, activity or service** - any of the following in which children participate and which is sponsored by a school or a public or private organization:[5]~~

1. ~~A youth camp or program.~~
2. ~~A recreational camp or program.~~
3. ~~A sports or athletic program.~~
4. ~~A community or social outreach program.~~
5. ~~An enrichment or educational program.~~
6. ~~A troop, club or similar organization.~~

~~**Recent act or failure to act** - any act or failure to act committed within two (2) years of the date of the report to the Department of Human Services of the Commonwealth or county agency.[5]~~

~~**Routine interaction** - regular and repeated contact that is integral to a person's employment or volunteer responsibilities.[5]~~

~~**School employee** - an individual who is employed by a school or who provides a program, activity or service sponsored by a school. The term does not apply to administrative or other support personnel unless the administrative or other support personnel have direct contact with children.[5]~~

~~**Serious mental injury** - a psychological condition, as diagnosed by a physician or licensed psychologist, including the refusal of appropriate treatment, that:[5]~~

1. ~~Renders a child chronically and severely anxious, agitated, depressed, socially withdrawn, psychotic or in reasonable fear that the child's life or safety is threatened.~~
2. ~~Seriously interferes with a child's ability to accomplish age-appropriate developmental and social tasks.~~

~~**Serious physical neglect** - any of the following when committed by a perpetrator that endangers a child's life or health, threatens a child's well-being, causes bodily injury or impairs a child's health, development or functioning:[5]~~

1. ~~A repeated, prolonged or egregious failure to supervise a child in a manner that is appropriate considering the child's developmental age and abilities.~~
2. ~~The failure to provide a child with adequate essentials of life, including food, shelter or medical care.~~

~~**Sexual abuse or exploitation** - any of the following:[5]~~

1. ~~The employment, use, persuasion, inducement, enticement or coercion of a child to engage in or assist another individual to engage in sexually explicit conduct, which includes, but is not~~

limited to, the following:

a. Looking at the sexual or other intimate parts of a child or another individual for the purpose of arousing or gratifying sexual desire in any individual.

b. Participating in sexually explicit conversation either in person, by telephone, by computer or by a computer-aided device for the purpose of sexual stimulation or gratification of any individual.

c. Actual or simulated sexual activity or nudity for the purpose of sexual stimulation or gratification of any individual.

d. Actual or simulated sexual activity for the purpose of producing visual depiction, including photographing, videotaping, computer depicting or filming.

The conduct described above does not include consensual activities between a child who is fourteen (14) years of age or older and another person who is fourteen (14) years of age or older and whose age is within four (4) years of the child's age.

2. Any of the following offenses committed against a child: rape; statutory sexual assault; involuntary deviate sexual intercourse; sexual assault; institutional sexual assault; aggravated indecent assault; indecent assault; indecent exposure; incest; prostitution; sexual abuse; unlawful contact with a minor; or sexual exploitation.

Position Volunteer – an unpaid adult individual, who, on the basis of the individual's role as an integral part of a regularly scheduled program, activity or service is a person responsible for the child's welfare or has direct contact with children.[11]

Delegation of Responsibility

In accordance with Board policy, the Superintendent or designee shall:

1. Require each candidate for employment to submit an official child abuse clearance statement and state and federal criminal history background checks (certifications) as required by law.[6][7][12][40][41][42][43][44][45]

2. Require each applicant for transfer or reassignment to submit the required certifications unless the applicant is applying for a transfer from one position as a district employee to another position as a district employee of this district and the applicant's certifications are current.[16][17][18][46][47]

School employees and independent contractors shall obtain and submit new certifications every sixty (60) months.[17]

Certification requirements for volunteers are addressed separately in Board Policy 916.[19]

The Superintendent or designee shall annually inform students, parents/guardians, independent contractors, volunteers and staff regarding the contents of this Board policy.

The Superintendent or designee shall annually notify district staff, independent contractors, and volunteers of their responsibility for reporting child abuse in accordance with Board policy and administrative regulations.

Guidelines

Training

The school district, and independent contractors of the school district, shall provide their employees who have direct contact with children with mandatory training on child abuse recognition and reporting. The training shall include, but not be limited to, the following topics:[1][3][39][4]

1. Recognition of the signs of abuse and sexual misconduct and reporting requirements for suspected abuse and sexual misconduct.
2. Provisions of the Educator Discipline Act, including mandatory reporting requirements.[21][20]
3. District policy related to reporting of suspected abuse and sexual misconduct.
4. Maintenance of professional and appropriate relationships with students.

Employees are required to complete a minimum of three (3) hours of training every five (5) years.[1]

The district shall provide each position volunteer with training on child abuse recognition and reporting.

Duty to Report

School employees, independent contractors and volunteers shall make a report of suspected child abuse if they have reasonable cause to suspect that a child is the victim of child abuse under any of the following circumstances:[11]

1. The school employee, independent contractor or volunteer comes into contact with the child in the course of employment, occupation and the practice of a profession or through a regularly scheduled program, activity or service.
2. The school employee, independent contractor or volunteer is directly responsible for the care, supervision, guidance or training of the child.
3. A person makes a specific disclosure to a school employee, independent contractor or volunteer that an identifiable child is the victim of child abuse.
4. An individual fourteen (14) years of age or older makes a specific disclosure to a school employee, independent contractor or volunteer that s/he has committed child abuse.

A child is not required to come before the school employee, independent contractor or volunteer in order for that individual to make a report of suspected child abuse.[11]

A report of suspected child abuse does not require the identification of the person responsible for the child abuse.[11]

Any person who, in good faith, makes a report of suspected child abuse, regardless of whether the report is required, cooperates with an investigation, testifies in a proceeding, or engages in other action authorized by law shall have immunity from civil and criminal liability related to those actions.[23]

Any person required to report child abuse who willfully fails to do so may be subject to disciplinary action and criminal prosecution.[24]

Any person who intentionally or knowingly makes a false report of child abuse or intentionally or knowingly induces a child to make a false claim of child abuse may be subject to disciplinary action and criminal prosecution.[25]

Any person who engages in intimidation, retaliation, or obstruction in the making of a child abuse report or the conducting of an investigation into suspected child abuse may be subject to disciplinary action and criminal prosecution.[26]

The district shall not discriminate or retaliate against any person for making, in good faith, a report of suspected child abuse.[27]

Reporting Procedures

~~School employees, independent contractors or volunteers who suspect child abuse shall immediately make a written report of suspected child abuse using electronic technologies (www.compass.state.pa.us/cwis) or an oral report via the statewide toll-free telephone number (1-800-932-0313). A person making an initial oral report of suspected child abuse must also submit a written electronic report within forty-eight (48) hours after the oral report. Upon receipt of an electronic report, the electronic reporting system will automatically respond with a confirmation, providing the district with a written record of the report.[28][11][29]~~

~~A school employee, independent contractor or volunteer who makes a report of suspected child abuse shall immediately, after making the initial report, notify the school principal and if the initial report was made electronically, also provide the principal with a copy of the report confirmation. The school principal shall then immediately notify the Superintendent or designee that a child abuse report has been made and if the initial report was made electronically, also provide a copy of the report confirmation.[28][11][29]~~

~~When a report of suspected child abuse is made by a school employee, independent contractor or volunteer as required by law, the school district is not required to make more than one (1) report. An individual otherwise required to make a report who is aware that an initial report has already been made by a school employee, independent contractor or volunteer is not required to make an additional report. The person making an initial oral report is responsible for making the follow-up written electronic report within forty-eight (48) hours, and shall provide the school principal with a copy of the report confirmation promptly after the written electronic report has been filed. The principal shall in turn provide a copy of the report confirmation to the Superintendent or designee. [28][11][29]~~

~~When necessary to preserve potential evidence of suspected child abuse, a school employee may, after the initial report is made, take or cause to be taken photographs of the child who is the subject of the report. Any such photographs shall be sent to the county agency at the time the written report is sent or within forty-eight (48) hours after a report is made by electronic technologies or as soon thereafter as possible. The school principal shall be notified whenever such photographs are taken. [30]~~

~~If the Superintendent or designee reasonably suspects that conduct being reported involves an incident required to be reported under the Safe Schools Act, the Superintendent or designee shall inform local law enforcement, in accordance with applicable law, regulations and Board policy.[31][32][33][34][35][36]~~

~~Investigation~~

~~The school principal shall facilitate the cooperation with the Department of Human Services of the Commonwealth or the county agency investigating a report of suspected child abuse, including permitting authorized personnel to interview the child while in attendance at school.[11][37]~~

~~Upon notification that an investigation involves suspected child abuse by a school employee, the principal shall immediately implement a plan of supervision or alternative arrangement that has been approved by the Superintendent for the school employee under investigation. The plan of supervision or alternative arrangement shall be submitted to the county agency for approval.[38]~~

Legal

1. 24 P.S. 1205.6
2. 23 Pa. C.S.A. 6301 et seq
3. Pol. 333
4. Pol. 818
5. 23 Pa. C.S.A. 6303
6. 24 P.S. 111
7. 23 Pa. C.S.A. 6311

7. 23 Pa. C.S.A. 6344

8. 18 Pa. C.S.A. 7508.2

9. 42 Pa. C.S.A. 9799.12

10. 42 Pa. C.S.A. 9799.24

11. 23 Pa. C.S.A. 6311

12. Pol. 302

16. 23 Pa. C.S.A. 6344.3

17. 23 Pa. C.S.A. 6344.4

18. Pol. 309

19. Pol. 916

21. 24 P.S. 2070.1a

23. 23 Pa. C.S.A. 6318

24. 23 Pa. C.S.A. 6319

25. 18 Pa. C.S.A. 4906.1

26. 18 Pa. C.S.A. 4958

27. 23 Pa. C.S.A. 6320

28. 23 Pa. C.S.A. 6305

29. 23 Pa. C.S.A. 6313

30. 23 Pa. C.S.A. 6314

31. 24 P.S. 1302.1-A

32. 24 P.S. 1303-A

33. 22 PA Code 10.2

34. 22 PA Code 10.21

35. 22 PA Code 10.22

36. Pol. 805.1

37. 23 Pa. C.S.A. 6346

38. 23 Pa. C.S.A. 6368

24 P.S. 1301-A et seq

22 PA Code 10.1 et seq

24 P.S. 1527

24 P.S. 2070.1a et seq

18 Pa. C.S.A. 4304

Pol. 317

39. Pol. 433

40. Pol. 303

41. Pol. 404

42. Pol. 405

43. Pol. 406

44. Pol. 504

45. Pol. 505

46. Pol. 409

47. Pol. 509

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	800 Operations
Title	Child Abuse
Code	806 Vol IV 2018
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019
Prior Revised Dates	03/08/2016

Authority

The Board requires district employees, independent contractors and volunteers to comply with identification and reporting requirements for suspected child abuse, as well as the training requirement for recognition and reporting of child abuse in order to comply with the Child Protective Services Law and the School Code.[1][2][3][4]

Definitions

The following words and phrases, when used in this policy, shall have the meaning given to them in this section:

Adult - an individual eighteen (18) years of age or older.[5]

Bodily injury - impairment of physical condition or substantial pain.[5]

Certifications - refers to the child abuse history clearance statement and state and federal criminal history background checks required by the Child Protective Services Law and/or the School Code.[6][7]

Child - an individual under eighteen (18) years of age.[5]

Child abuse - intentionally, knowingly or recklessly doing any of the following:[5]

1. Causing bodily injury to a child through any recent act or failure to act.
2. Fabricating, feigning or intentionally exaggerating or inducing a medical symptom or disease which results in a potentially harmful medical evaluation or treatment to the child through any recent act.
3. Causing or substantially contributing to serious mental injury to a child through any act or failure to act or a series of such acts or failures to act.
4. Causing sexual abuse or exploitation of a child through any act or failure to act.

5. Creating a reasonable likelihood of bodily injury to a child through any recent act or failure to act.

6. Creating a likelihood of sexual abuse or exploitation of a child through any recent act or failure to act.

7. Causing serious physical neglect of a child.

8. Engaging in any of the following recent acts:

    a. Kicking, biting, throwing, burning, stabbing or cutting a child in a manner that endangers the child.

    b. Unreasonably restraining or confining a child, based on consideration of the method, location or the duration of the restraint or confinement.

    c. Forcefully shaking a child under one (1) year of age.

    d. Forcefully slapping or otherwise striking a child under one (1) year of age.

    e. Interfering with the breathing of a child.

    f. Causing a child to be present during the operation of methamphetamine laboratory, provided that the violation is being investigated by law enforcement.[8]

    g. Leaving a child unsupervised with an individual, other than the child's parent, who the actor knows or reasonably should have known was required to register as a Tier II or Tier III sexual offender**,** has to register for life, or has been determined to be a sexually violent predator or sexually violent delinquent.[9][10][11][12]

9. Causing the death of the child through any act or failure to act.

10. Engaging a child in a severe form of trafficking in persons or sex trafficking, as those terms are defined in the law.[13]

The term child abuse does not include physical contact with a child that is involved in normal participation in physical education, athletic, extracurricular or recreational activities. Also excluded from the meaning of the term child abuse is the use of reasonable force by a person responsible for the welfare of a child for purposes of supervision, control or safety, provided that the use of force:

1. Constitutes incidental, minor or reasonable physical contact in order to maintain order and control;

2. Is necessary to quell a disturbance or remove a child from the scene of a disturbance that threatens property damage or injury to persons;

3. Is necessary for self-defense or defense of another;

4. Is necessary to prevent the child from self-inflicted physical harm; or

5. Is necessary to gain possession of weapons, controlled substances or other dangerous objects that are on the person of the child or in the child’s control.

Direct contact with children - the possibility of care, supervision, guidance or control of children or routine interaction with children.[1]

Independent contractor - an individual other than a school employee who provides a program, activity or service who is otherwise responsible for the care, supervision, guidance or control of children pursuant to a contract. The term does not apply to administrative or other support personnel unless the administrative or other support personnel have direct contact with children.[5][14]

Perpetrator - a person who has committed child abuse and is a parent/guardian of the child; a spouse or former spouse of the child's parent/guardian; a paramour or former paramour of the child's parent/guardian; an individual fourteen (14) years of age or older who is responsible for the child's welfare or who has direct contact with children as an employee of child-care services, a school or through a program activity or service; an individual fourteen (14) years of age or older who resides in the same home as the child; or an adult who does not reside in the same home as the child but is related within the third degree of consanguinity or affinity by birth or adoption to the child; or an adult who engages a child in severe forms of trafficking in persons or sex trafficking, as those terms are defined in the law. Only the following may be considered a perpetrator solely based upon a failure to act: a parent/guardian of the child; a spouse or former spouse of the child's parent/guardian; a paramour or former paramour of the child's parent/guardian; an adult responsible for the child's welfare; or an adult who resides in the same home as the child.[5]**[13]**

Person responsible for the child's welfare - a person who provides permanent or temporary care, supervision, mental health diagnosis or treatment, training or control of a child in lieu of parental care, supervision and control.[5]

Program, activity or service - any of the following in which children participate and which is sponsored by a school or a public or private organization:[5]

1. A youth camp or program.
2. A recreational camp or program.
3. A sports or athletic program.
4. A community or social outreach program.
5. An enrichment or educational program.
6. A troop, club or similar organization.

Recent act or failure to act - any act or failure to act committed within two (2) years of the date of the report to the Department of Human Services of the Commonwealth or county agency.[5]

Routine interaction - regular and repeated contact that is integral to a person's employment or volunteer responsibilities.[5]

School employee - an individual who is employed by a school or who provides a program, activity or service sponsored by a school. The term does not apply to administrative or other support personnel unless the administrative or other support personnel have direct contact with children.[5]

Serious mental injury - a psychological condition, as diagnosed by a physician or licensed psychologist, including the refusal of appropriate treatment, that:[5]

1. Renders a child chronically and severely anxious, agitated, depressed, socially withdrawn, psychotic or in reasonable fear that the child's life or safety is threatened.
2. Seriously interferes with a child's ability to accomplish age-appropriate developmental and social tasks.

Serious physical neglect - any of the following when committed by a perpetrator that endangers a child's life or health, threatens a child's well-being, causes bodily injury or impairs a child's health, development or functioning:[5]

1. A repeated, prolonged or egregious failure to supervise a child in a manner that is appropriate considering the child's developmental age and abilities.

2. The failure to provide a child with adequate essentials of life, including food, shelter or medical care.

Sexual abuse or exploitation - any of the following:[5]

1. The employment, use, persuasion, inducement, enticement or coercion of a child to engage in or assist another individual to engage in sexually explicit conduct, which includes, but is not limited to, the following:

    a. Looking at the sexual or other intimate parts of a child or another individual for the purpose of arousing or gratifying sexual desire in any individual.

    b. Participating in sexually explicit conversation either in person, by telephone, by computer or by a computer-aided device for the purpose of sexual stimulation or gratification of any individual.

    c. Actual or simulated sexual activity or nudity for the purpose of sexual stimulation or gratification of any individual.

    d. Actual or simulated sexual activity for the purpose of producing visual depiction, including photographing, videotaping, computer depicting or filming.

    The conduct described above does not include consensual activities between a child who is fourteen (14) years of age or older and another person who is fourteen (14) years of age or older and whose age is within four (4) years of the child's age.

2. Any of the following offenses committed against a child: rape; statutory sexual assault; involuntary deviate sexual intercourse; sexual assault; institutional sexual assault; aggravated indecent assault; indecent assault; indecent exposure; incest; prostitution; sexual abuse; unlawful contact with a minor; or sexual exploitation.

Student - an individual enrolled in a district school under eighteen (18) years of age.[5]

Volunteer - an unpaid adult individual, who, on the basis of the individual's role as an integral part of a regularly scheduled program, activity or service is a person responsible for the child's welfare or has direct contact with children.[14]

Delegation of Responsibility

The Superintendent or designee shall:

1. Require each candidate for employment to submit an official child abuse clearance statement and state and federal criminal history background checks (certifications) as required by law.[6][7][15][16][17][18]

2. Require each applicant for transfer or reassignment to submit the required certifications unless the applicant is applying for a transfer from one position as a district employee to another position as a district employee of this district and the applicant's certifications are current.[19][20][21]

School employees and independent contractors shall obtain and submit new certifications every sixty (60) months.[20]

Certification requirements for volunteers are addressed separately in Board Policy 916.[22]

The Superintendent or designee shall annually notify district staff, independent contractors, and volunteers of their responsibility for reporting child abuse in accordance with Board policy and administrative regulations.

The Superintendent or designee shall ensure that the poster, developed by the PA Department of Education, displaying the statewide toll-free telephone numbers for reporting suspected child abuse, neglect and school safety issues be posted in a high-traffic, public area of each school. The designated area shall be readily accessible and widely used by students.[23]

The Superintendent or designee shall annually inform students, parents/guardians, independent contractors, volunteers and staff regarding the contents of this Board policy.

Guidelines

Aiding and Abetting Sexual Abuse

School employees, acting in an official capacity for this district, are prohibited from assisting another school employee, contractor or agent in obtaining a new job if the school employee knows, or has probable cause to believe, that such school employee, contractor or agent engaged in sexual misconduct regarding a minor or student.[15][16][17][18][21][24][25][26][27]

This prohibition applies only to assistance that extends beyond performance of normal processing of personnel matters including routine transmission of files or other information. This prohibition shall not apply if:[25]

1. The relevant information has been properly reported to law enforcement officials and any other authority required by federal, state or local law and the matter has been officially closed or the prosecutor or law enforcement officials notified school officials that there is insufficient information to establish probable cause.

2. The school employee, contractor or agent has been acquitted or otherwise exonerated of the alleged misconduct.

3. The case or investigation remains open and no charges have been filed against, or indictment of, the school employee, contractor or agent within four (4) years of the date on which the information was reported to the law enforcement agency.

Training

The school district, and independent contractors of the school district, shall provide their employees who have direct contact with children with mandatory training on child abuse recognition and reporting. The training shall include, but not be limited to, the following topics:[1][3][4][26]

1. Recognition of the signs of abuse and sexual misconduct and reporting requirements for suspected abuse and sexual misconduct.

2. Provisions of the Educator Discipline Act, including mandatory reporting requirements.[26][28]

3. District policy related to reporting of suspected abuse and sexual misconduct.

4. Maintenance of professional and appropriate relationships with students.[27]

Employees are required to complete a minimum of three (3) hours of training every five (5) years.[1]

Duty to Report

School employees, independent contractors and volunteers shall make a report of suspected child abuse if they have reasonable cause to suspect that a child is the victim of child abuse under any of the following circumstances:[14]

1. The school employee, independent contractor or volunteer comes into contact with the child in the course of employment, occupation and the practice of a profession or through a regularly scheduled program, activity or service.

2. The school employee, independent contractor or volunteer is directly responsible for the care, supervision, guidance or training of the child.

3. A person makes a specific disclosure to a school employee, independent contractor or volunteer that an identifiable child is the victim of child abuse.

4. An individual fourteen (14) years of age or older makes a specific disclosure to a school employee, independent contractor or volunteer that s/he has committed child abuse.

A child is not required to come before the school employee, independent contractor or volunteer in order for that individual to make a report of suspected child abuse.[14]

A report of suspected child abuse does not require the identification of the person responsible for the child abuse.[14]

Any person who, in good faith, makes a report of suspected child abuse, regardless of whether the report is required, cooperates with an investigation, testifies in a proceeding, or engages in other action authorized by law shall have immunity from civil and criminal liability related to those actions.[29]

Any person required to report child abuse who willfully fails to do so may be subject to disciplinary action and criminal prosecution.[30]

Any person who intentionally or knowingly makes a false report of child abuse or intentionally or knowingly induces a child to make a false claim of child abuse may be subject to disciplinary action and criminal prosecution.[31]

Any person who engages in intimidation, retaliation, or obstruction in the making of a child abuse report or the conducting of an investigation into suspected child abuse may be subject to disciplinary action and criminal prosecution.[32]

The district shall not discriminate or retaliate against any person for making, in good faith, a report of suspected child abuse.[33]

Reporting Procedures

School employees, independent contractors or volunteers who suspect child abuse shall immediately make a written report of suspected child abuse using electronic technologies (www.compass.state.pa.us/cwis) or an oral report via the statewide toll-free telephone number (1-800-932-0313). A person making an initial oral report of suspected child abuse must also submit a written electronic report within forty-eight (48) hours after the oral report. Upon receipt of an electronic report, the electronic reporting system will automatically respond with a confirmation, providing the district with a written record of the report.[14][34][35]

A school employee, independent contractor or volunteer who makes a report of suspected child abuse shall immediately, after making the initial report, notify the building principal or administrator and if the initial report was made electronically, also provide the building principal or administrator with a copy of the report confirmation. The building principal or administrator shall then immediately notify the Superintendent or designee that a child abuse report has been made and if the initial report was made electronically, also provide a copy of the report confirmation.[14][34][35]

When a report of suspected child abuse is made by a school employee, independent contractor or volunteer as required by law, the school district is not required to make more than one (1) report. An individual otherwise required to make a report who is aware that an initial report has already been made by a school employee, independent contractor or volunteer is not required to make an additional report. The person making an initial oral report is responsible for making the follow-up written electronic report within forty-eight (48) hours, and shall provide the building principal or administrator with a copy of the report confirmation promptly after the written electronic report has

been filed. The building principal or administrator shall in turn provide a copy of the report confirmation to the Superintendent or designee.[14][34][35]

When necessary to preserve potential evidence of suspected child abuse, a school employee may, after the initial report is made, take or cause to be taken photographs of the child who is the subject of the report. Any such photographs shall be sent to the county agency at the time the written report is sent or within forty-eight (48) hours after a report is made by electronic technologies or as soon thereafter as possible. The building principal or administrator shall be notified whenever such photographs are taken.[36]

If the Superintendent or designee reasonably suspects that conduct being reported involves an incident required to be reported under the Safe Schools Act, the Superintendent or designee shall inform local law enforcement, in accordance with applicable law, regulations and Board policy.[37][38][39][40][41][42]

Investigation

The building principal or administrator shall facilitate the cooperation with the Department of Human Services of the Commonwealth or the county agency investigating a report of suspected child abuse, including permitting authorized personnel to interview the child while in attendance at school.[14][43]

Upon notification that an investigation involves suspected child abuse by a school employee, the building principal or administrator shall immediately implement a plan of supervision or alternative arrangement that has been approved by the Superintendent for the school employee under investigation. The plan of supervision or alternative arrangement shall be submitted to the county agency for approval.[44]

Legal

1. 24 P.S. 1205.6
2. 23 Pa. C.S.A. 6301 et seq
3. Pol. 333
4. Pol. 818
5. 23 Pa. C.S.A. 6303
6. 24 P.S. 111
7. 23 Pa. C.S.A. 6344
8. 18 Pa. C.S.A. 7508.2
9. 42 Pa. C.S.A. 9799.12
10. 42 Pa. C.S.A. 9799.24
11. 42 Pa. C.S.A. 9799.55
12. 42 Pa. C.S.A. 9799.58
13. 22 U.S.C. 7102
14. 23 Pa. C.S.A. 6311
15. Pol. 302
16. Pol. 304
17. Pol. 305
18. Pol. 306
19. 23 Pa. C.S.A. 6344.3
20. 23 Pa. C.S.A. 6344.4
21. Pol. 209

21. Pol. 309

22. Pol. 916

23. 23 Pa. C.S.A. 6332

24. 24 P.S. 111.1

25. 20 U.S.C. 7926

26. Pol. 317.1

27. Pol. 824

28. 24 P.S. 2070.1a

29. 23 Pa. C.S.A. 6318

30. 23 Pa. C.S.A. 6319

31. 18 Pa. C.S.A. 4906.1

32. 18 Pa. C.S.A. 4958

33. 23 Pa. C.S.A. 6320

34. 23 Pa. C.S.A. 6305

35. 23 Pa. C.S.A. 6313

36. 23 Pa. C.S.A. 6314

37. 24 P.S. 1302.1-A

38. 24 P.S. 1303-A

39. 22 PA Code 10.2

40. 22 PA Code 10.21

41. 22 PA Code 10.22

42. Pol. 805.1

43. 23 Pa. C.S.A. 6346

44. 23 Pa. C.S.A. 6368

24 P.S. 1301-A et seq

22 PA Code 10.1 et seq

24 P.S. 1527

24 P.S. 2070.1a et seq

18 Pa. C.S.A. 4304

Pol. 317

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	800 Operations
Title	Copy of Transportation
Code	810
Status	
Adopted	December 2, 2004
Last Revised	March 10, 2009

~~Purpose~~

~~Transportation for students shall be provided in accordance with law and Board policy.~~

~~Authority~~

~~The Board shall contract for school bus services for transportation of students to and from school at regularly scheduled hours and for field trips and extracurricular activities.[1][5][16][14][13]~~

~~The Board shall provide transportation for students living within the prescribed limits when walking conditions to the school are found to be hazardous by the Department of Transportation.[5]~~

~~The Board shall transport handicapped students without regard to distance or hazardous walking conditions.[6][7]~~

~~The Board shall transport eligible resident students who are enrolled in nonpublic schools within the distance prescribed by law.[1]~~

~~A school bus driver shall not be employed until s/he has complied with the mandatory background check requirements for criminal history and child abuse and the contractor has evaluated the results of that screening process.[8][9][10]~~

~~The Board prohibits any diesel-powered motor vehicle weighing 10,001 pounds or more to idle for more than five (5) minutes in any continuous sixty-minute period while parked, loading or unloading, except as allowed by law.[11]~~

~~The Board shall ensure that permanent signs, notifying drivers of the idling restrictions, are maintained on district property at locations where passengers load and unload.[12]~~

~~Delegation of Responsibility~~

~~The school bus driver shall be responsible for the discipline of students while they are being transported.~~

The principal may suspend a student from bus transportation for disciplinary reasons, and the parents/guardians shall be responsible for the student's transportation.[13]

The Superintendent or designee shall be responsible to:

1. Establish administrative regulations that specify the number of chaperones to accompany students in connection with school-related activities and field trips.[13]

2. Prepare a schedule indicating each bus stop and bus route.[13]

3. Maintain records and make required reports regarding school transportation.[14][13]

4. Distribute rules governing student conduct during transport; such rules shall be binding on all students transported by the district.[13]

Reports of Employee Crimes/Child Abuse

District bus drivers and/or the district's transportation contract carriers shall be responsible to inform the district in writing at the beginning of each school year whether or not they or any of their employees:

1. Have been charged, subsequent to approval as a district bus driver, with a criminal offense that would bar their employment as bus drivers or contracted service providers.

2. Were charged with a crime deemed serious under the criteria established by law.[8]

3. Have been charged with or convicted of crimes that affect their suitability to have direct contact with students.

This responsibility is in addition to the requirement for clearances that must be presented to the district when an individual is initially hired by the district or the contract carriers.[15]

The district and contract carriers shall have procedures in place to ensure they are notified by their employees when the employees are charged with crimes or child abuse. The procedures shall also include the provision that the failure on the part of employees to make such a timely notification shall subject them to disciplinary action, including termination.

If any bus drivers have been charged as stated in this policy, the transportation contract carriers shall, in their written, yearly notification, include the name of the employee, nature of the offense, and the status of the disposition. The district will review this information to determine if the employee shall continue to transport district students.

Legal

1. 24 P.S. 1361
5. 24 P.S. 1362
6. 24 P.S. 1374
7. 22 PA Code 23.3
8. 24 P.S. 111
9. 22 PA Code 8.1 et seq
10. 23 Pa. C.S.A. 6301 et seq
11. 35 P.S. 4601 et seq
12. 67 PA Code 212.101
13. 22 PA Code 23.4
14. 22 PA Code 23.1
15. Pol. 504
16. 22 PA Code 23.2

24 P.S. 1331

24 P.S. 2541

24 P.S. 2542

49 CFR Part 37

49 CFR Part 38

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	800 Operations
Title	Transportation
Code	810 Vol III 2018
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019
Prior Revised Dates	03/10/2009

Purpose

Transportation for students shall be provided in accordance with law and Board policy.

Definitions

School bus means a motor vehicle that is designed to carry eleven (11) passengers or more, including the driver, and is used for the transportation of preprimary, primary or secondary school students to or from public, private or parochial schools or events related to such schools or school-related activities.[1]

School vehicle means a motor vehicle, except a motorcycle, designed for carrying no more than ten (10) passengers, including the driver, and used for the transportation of preprimary, primary or secondary school students while registered by or under contract to the school district. The term includes vehicles having chartered, group and party rights under the Pennsylvania Public Utility Commission and used for the transportation of school children.[1]

Authority

The Board shall provide transportation for resident students in grades Pre-Kindergarten through grade 12 to the district's public schools and charter, regional charter and nonpublic schools located in the district or within the district's transportation boundary or other placements as required by law or agreements. The district's transportation boundary is a distance not exceeding ten (10) miles by the nearest public highway outside the school district's border.[2][3][4]

The Board shall purchase, lease, equip, and maintain school buses/vehicles and/or contract for school bus/vehicle services for transportation of students to and from school at regularly scheduled hours and for field trips and extracurricular activities.[2][3][5][6][7][8][9][10]

The Board shall provide transportation for students living within the prescribed limits when walking conditions to the school are found to be hazardous by the Department of Transportation.[3][11]

The Board shall provide transportation for students with disabilities, without regard to distance or hazardous walking conditions, when required by the student's individualized education program (IEP)

or Section 504 Service Agreement.[12][13][14][15][16]

The Board shall provide transportation for eligible resident students who are enrolled in nonpublic schools or charter schools as required by law.[2][4][17]

A school bus driver shall not be employed until sh/he has complied with the mandatory background check requirements for criminal history and child abuse and the contractor has evaluated the results of that screening process.

The Board shall provide transportation for children in foster care in accordance with federal and state laws and regulations, and the local transportation plan.[18][19]

The Board shall provide transportation for homeless children and youths in accordance with federal and state laws and regulations.[20][21]

The Board prohibits any diesel-powered motor vehicle weighing 10,001 pounds or more to idle for more than five (5) minutes in any continuous sixty-minute period while parked, loading or unloading, except as allowed by law.[22]

The Board shall ensure that permanent signs, notifying drivers of the idling restrictions, are maintained on district property at locations where diesel-powered motor vehicles weighing 10,001 pounds or more load or unload. Signs shall also be posted at locations that provide fifteen (15) or more parking spaces for such diesel-powered motor vehicles.**[23]**[24]

Delegation of Responsibility

The school bus/vehicle driver shall be responsible to maintain order while students are being transported.

The school bus/vehicle driver shall report all incidents, including, but not limited to, discipline problems, medical problems, bullying/harassment, safety issues, accidents or injuries, and violations of Pennsylvania's School Bus Stopping Law to the Superintendent or designee as soon as practicable.

The building principal may suspend a student from bus transportation for disciplinary reasons, and the parents/guardians shall be responsible for the student's transportation.[7]

The Superintendent or designee shall be responsible to:

1. Maintain records and make required reports regarding school transportation.[5][7]
2. Distribute rules governing student conduct during transport; such rules shall be binding on all students transported by the district.[7]
3. Provide each school bus/school vehicle driver with:
    a. The written rules for student conduct on buses/vehicles;
    b. The procedures for evacuation drills; and
    c. Any additional laws and applicable Board policies and administrative regulations which apply to school bus/vehicle drivers
4. Prepare a district map or schedule indicating each bus stop and bus route.[7]

Guidelines

Student Health Information

When necessary for student safety, or when required by a student's IEP or Section 504 Service Agreement, a school bus/vehicle driver shall be provided with relevant student health and medical

information.[16][26][27][28][29]

School bus/vehicle drivers shall maintain the confidentiality of student health/medical information in accordance with district policies and procedures and applicable law.[30][31]

Evacuation Drills

Bus evacuation drills shall be conducted twice a year and reported to the Pennsylvania Department of Education, in accordance with law and Board policy.[32][33][34]

Legal

1. 75 Pa. C.S.A. 102
2. 24 P.S. 1361
3. 24 P.S. 1362
4. 24 P.S. 1726-A
5. 22 PA Code 23.1
6. 22 PA Code 23.2
7. 22 PA Code 23.4
8. Pol. 610
9. Pol. 611
10. Pol. 818
11. 67 PA Code 447.1 et seq
12. 22 PA Code 23.3
13. 24 P.S. 1374
14. Pol. 103
15. Pol. 103.1
16. Pol. 113
17. Pol. 140
18. 20 U.S.C. 6312
19. Pol. 255
20. 42 U.S.C. 11432
21. Pol. 251
22. 35 P.S. 4601 et seq
23. 35 P.S. 4608
24. 67 PA Code 212.101
25. Pol. 121
26. Pol. 209.1
27. Pol. 209.2
28. Pol. 210
29. Pol. 210.1
30. Pol. 113.4
31. Pol. 216
32. 24 P.S. 1517

33. 75 Pa. C.S.A. 4552

34. Pol. 805

24 P.S. 1331

24 P.S. 1365

24 P.S. 1366

24 P.S. 2541

24 P.S. 2542

22 PA Code 15.1 et seq

22 PA Code 23.6

75 Pa. C.S.A. 4551-4553

20 U.S.C. 6301 et seq

42 U.S.C. 11431 et seq

49 CFR Part 37

49 CFR Part 38

Pol. 810.1

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	800 Operations
Title	School Vehicle Drivers
Code	810.3 Vol III 2018
Status	First Reading
Adopted	October 8, 2019

Purpose

The Board recognizes that an employee must be fit to operate a school vehicle to ensure the health and safety of students being transported. The Board also recognizes that an employee impaired by drugs or alcohol who operates district vehicles or transports students poses significant risks to the safety of students and others.

Definition

School vehicle means a motor vehicle, except a motorcycle, designed for carrying no more than ten (10) passengers, including the driver, and used for the transportation of preprimary, primary or secondary school students while registered by or under contract to the school district. The term includes vehicles having chartered, group and party rights under the Pennsylvania Public Utility Commission and used for the transportation of school children. The term does not include a "school bus" or "commercial motor vehicle."[1]

Authority

The Board shall implement a drug use and alcohol misuse prevention program for non-CDL drivers who operate school vehicles.

All contracted transportation providers shall implement a drug use and alcohol misuse prevention program for non-CDL drivers who operate school vehicles.[2]

School vehicle drivers shall observe all state and federal laws and Pennsylvania Department of Transportation regulations governing traffic safety and school vehicle operation.

The Board prohibits school vehicle drivers from texting and from using a handheld mobile telephone or other electronic device while driving a school vehicle except when it is necessary to communicate with law enforcement officials or other emergency services.[3]

Delegation of Responsibility

The Superintendent or designee shall implement this policy and the requirements of law, which may include the following components:

1. Establishment of procedures for drug and alcohol testing of school vehicle drivers.

2. Establishment of procedures for obtaining and reviewing each school vehicle driver's driving record to determine whether the driver meets the minimum requirements for safe driving and is not disqualified to operate a vehicle.[4]

The Superintendent or designee shall provide each driver, upon hire or transfer, with:

1. This policy and any accompanying administrative regulations; and

2. Educational materials related to misuse of alcohol and use of controlled substances.

The Superintendent or designee shall also provide notice to representatives of employee organizations of the availability of this information.

Guidelines

School vehicle drivers shall comply with the requirements for background checks/certifications and employment history reviews in accordance with applicable law, Board policy and administrative regulations. These requirements are addressed separately in Board policy 304 for drivers employed by the district and Board policy 818 for drivers employed by an independent contractor.[2][5][6][7][8][9]

Prior to employment and at least once each school year, school vehicle drivers shall submit a copy of a valid driver's license to the Superintendent or designee.[4]

Reporting Requirements

School vehicle drivers shall report misconduct in accordance with Board policy 317 for drivers employed by the district and Board policy 818 for drivers employed by an independent contractor.[2][10]

School vehicle drivers using controlled substances prescribed for therapeutic purposes by a licensed medical practitioner shall submit the practitioner's written statement that the prescribed substance will not adversely affect the employee's ability to safely operate a school vehicle.

School vehicle drivers shall also inform their supervisors of any use of drug(s) or medication(s) for which the packaging includes warnings that, "marked drowsiness may occur and/or be careful when driving a motor vehicle or operating machinery."

A school vehicle driver charged with or issued a citation for violating a federal or state law or local ordinance relating to motor vehicle traffic control in this or any other state or any federal, provincial, territorial or municipal law relating to motor vehicle traffic control in Canada, other than parking violations, shall notify the Superintendent or designee and the contract carrier in writing before the end of the business day following the day the school vehicle driver is charged or cited. Notice is required no matter what type of vehicle the driver was driving.

A school vehicle driver who is convicted of violating a federal or state law or local ordinance relating to motor vehicle traffic control in this or any other state or any federal, provincial, territorial or municipal law relating to motor vehicle traffic control in Canada, other than parking violations, shall notify the Superintendent or designee and the contract carrier in writing of the conviction within thirty (30) days of the date of conviction. Notice is required no matter what type of vehicle the driver was driving.

Any school vehicle driver whose operating privilege is suspended, revoked, canceled or recalled by any state, shall notify the Superintendent or designee
and the contract carrier immediately upon reporting to work for the next scheduled shift following the notice of the suspension, revocation, cancellation, loss or disqualification.[4]

Prohibited Conduct -

School vehicle drivers shall not use medical marijuana products.

School vehicle drivers shall not ingest hemp products or otherwise use hemp products in a way that may result in absorption of hemp or hemp residue into the body.

A school vehicle driver shall not report for duty, drive, operate or be in the actual physical control of the movement of a school vehicle under the following circumstances:

1. While using or while having any amount of alcohol present in the body, including medications containing alcohol.[12]
2. While under the influence of a controlled substance or combination of controlled substances, or the combined influence of alcohol and a controlled substance or substances.[13]
3. After consuming alcohol or a controlled substance within the previous eight (8) hours.

An exception shall be made for therapeutic use of prescribed controlled substances used by a school vehicle driver when the driver has submitted in advance a licensed medical practitioner's written statement that the prescribed substance will not adversely affect the driver's ability to safely operate a school vehicle.

Consequences/Discipline -

The district shall place a school vehicle driver who drives, operates or is in physical control of a school vehicle out of service for thirty (30) days if the school vehicle driver:[4][12]

1. Has any detectable amount of alcohol in his/her system; or
2. Refuses to take a test to determine his/her alcohol content.

A school vehicle driver who refuses to take a drug or alcohol test required pursuant to Board policy and administrative regulations has not refused to take a Department of Transportation (DOT)-test.[14][15]

Consistent with contractual and legal requirements, a determination shall be made as to the appropriate disciplinary action for a school vehicle driver who violates Board policy or administrative regulations. Nothing in this policy shall limit the Board's authority to impose discipline, including discharge.

Training

School vehicle drivers shall attend orientation and training sessions, as appropriate to the nature of their service. When training is provided for other school employees relating to the legal obligations of employers and educational institutions, consideration shall be given to which school vehicle drivers should also receive that training.

Legal

1. 75 Pa. C.S.A. 102
2. Pol. 818
3. 75 Pa. C.S.A. 3316
4. 75 Pa. C.S.A. 1606
5. 23 Pa. C.S.A. 6344
6. 23 Pa. C.S.A. 6344.3
7. 24 P.S. 111
8. 24 P.S. 111.1
9. Pol. 304
10. Pol. 317
11. 49 CFR 40.13
12. 75 Pa. C.S.A. 1612
13. 75 Pa. C.S.A. 3802
14. 49 CFR 40.191
15. 49 CFR 40.261

24 P.S. 510

23 Pa. C.S.A. 6301 et seq

75 Pa. C.S.A. 1601 et seq

67 PA Code 71.3

49 CFR Part 40

Pol. 351

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	800 Operations
Title	Copy of Contracted Services
Code	818
Status	
Adopted	December 2, 2004
Last Revised	February 10, 2015

~~Purpose~~

~~In its effort to provide cost-effective programs, the Board may need to utilize contracted services. The district shall monitor and evaluate such services to assure their effectiveness. This policy is adopted to assist the Board in procuring and maintaining qualified and legally certified services.~~

~~Definition~~

~~**Direct Contact with Children** - the possibility of care, supervision, guidance or control of children or routine interaction with children.[1]~~

~~Authority~~

~~The Board is required by law to ensure that independent contractors and their employees comply with the mandatory background check requirements for criminal history and child abuse.[4][9]~~

~~Guidelines~~

~~Independent contractors shall conduct an employment history review, in compliance with state law, prior to issuing an offer of employment to a candidate or prior to assignment of a current employee to perform work for the district. Failure to accurately report required information shall subject the candidate or employee to discipline up to, and including, denial of employment or termination if already hired, and may subject the candidate or employee to civil and criminal penalties. The independent contractor may use the information for the purpose of evaluating an applicant's fitness to be hired or for continued employment of a current employee and may report the information as permitted by law.[3]~~

~~Independent contractors and their employees shall not be employed until each has complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of that screening process.[4][9]~~

~~Independent contractors and their employees shall report, on the designated form, all arrests and convictions as specified on the form. Independent contractors and their employees shall likewise report arrests and/or convictions that occur subsequent to initially submitting the form. Failure to~~

~~accurately report such arrests and convictions may subject the individual to denial of employment/contract, termination if already hired/contracted, and/or criminal prosecution.[4][3]~~

~~All independent contractors shall adopt policies and procedures that require their employees, who are providing services to the district and who have direct contact with children, to notify the contractor, in writing, within seventy-two (72) hours of the occurrence, of an arrest or conviction required to be reported by law. Employees shall also be required to report to the contractor, within seventy-two (72) hours of notification, that the employee has been listed as a perpetrator in the Statewide database, in accordance with the Child Protective Services Law.[4][5]~~

~~If the contractor receives notice of such arrest or conviction notification that the employee has been listed as a perpetrator in the Statewide database, from either the employee or a third party, the contractor shall immediately report, in writing, that information to the school district.~~

~~Mandatory background check requirements for criminal history and child abuse shall be included in all bidding specifications for contracted services.[6]~~

~~Language shall be included in all bidding specifications for contracted services notifying independent contractors that failure to comply with this policy and the requirements for background checks and reporting of employee misconduct by an independent contractor shall lead to cancellation of the contract.~~

~~Independent contractors shall provide their employees who have direct contact with children with mandatory training on child abuse recognition and reporting. The training shall include, but not be limited to, the following topics:[1]~~

1. ~~Recognition of the signs of abuse and sexual misconduct and reporting requirements for suspected abuse and sexual misconduct.~~
2. ~~Provisions of the Educator Discipline Act, including mandatory reporting requirements.[7]~~
3. ~~District policy related to reporting of suspected abuse and sexual misconduct.[8]~~
4. ~~Maintenance of professional and appropriate relationships with students.~~

~~Employees of independent contractors who have direct contact with children are required to complete a minimum of three (3) hours of training every five (5) years.[1]~~

Legal

1. 24 P.S. 1205.6
3. 24 P.S. 111.1
4. 24 P.S. 111
5. 23 Pa. C.S.A. 6344.3
6. Pol. 610
7. 24 P.S. 2070.1a
8. Pol. 806
9. 23 Pa. C.S.A. 6344

22 PA Code 8.1 et seq

23 Pa. C.S.A. 6301 et seq

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	800 Operations
Title	Contracted Services Personnel
Code	818 Vol III 2018
Status	First Reading
Adopted	December 2, 2004
Last Revised	October 8, 2019
Prior Revised Dates	02/10/2015

Purpose

In its effort to provide cost-effective programs, the Board uses outside independent contractors for a variety of purposes. The district is required to ensure that such contractors comply with certain legal requirements regarding contractor employees involved in the delivery of services to the district. This policy is adopted to outline those requirements and the manner in which the district shall direct and monitor contractor compliance.

Definitions

For purposes of this policy, contractor employee shall include an individual who:

1. Is employed or offered employment by an independent contractor or a subcontractor of an independent contractor, or is an individual independent contractor; and
2. Has or will have direct contact with children.

Direct Contact with Children - the possibility of care, supervision, guidance or control of children or routine interaction with children.[1]

For purposes of this policy, independent contractor shall mean an individual or entity that contracts with the district to provide services.

Authority

The district is required by law to ensure that independent contractors and contractor employees comply with the mandatory background check requirements for criminal history and child abuse certifications, the employment history review requirement, and the arrest and conviction reporting requirements.[2][3][4]

Guidelines

Prior to using contracted services, a written contractual agreement shall be entered into between the district and the independent contractor and maintained centrally by the district in a manner similar to

that for other contracts. Requests for proposals, bid specifications for proposals and resulting contracts shall specify the following:

1. Mandatory requirements for criminal history background checks, child abuse certifications, employment history reviews, and arrest and conviction reporting for contracted services involving direct contact with children, as mandated by law and set forth in this policy.[5]

2. A requirement that all contracted transportation providers provide a program of drug and alcohol testing for covered drivers. A covered driver shall include any contractor employee who drives, operates or is in the actual physical control or movement of a school bus or a commercial vehicle owned, leased or operated by the independent contractor in connection with school district services.[6][7][8][9][10]

3. That failure to comply with this policy and the requirements for criminal history background checks and child abuse certifications, employment history reviews, and required reporting of employee arrests, convictions or other misconduct by an independent contractor or contractor employee shall be grounds for termination of the contract.

The Superintendent or designee shall review all information provided pursuant to this policy and determine if information is disclosed that precludes employment or continued service of an independent contractor or contractor employee.[2][3][4][5][11]

Information submitted by an independent contractor or contractor employee in accordance with this policy shall be maintained centrally in a manner similar to that for school employees.

Pre-Employment Requirements

Employment History Review -

Independent contractors shall conduct an employment history review, in compliance with state law, prior to assignment of a contractor employee to perform work for the district in a position or assignment involving direct contact with children. The independent contractor may use the information for the purpose of evaluating an applicant's fitness to be hired or for continued employment of a current contractor employee and may report the information as permitted by law.[4]

Independent contractors shall inform the district, in writing, upon receipt of an affirmative response to any of the abuse and sexual misconduct background questions for a contractor employee. If the district objects to the assignment, the independent contractor may not assign the contractor employee to the district.[4]

Independent contractors shall, upon request, provide the district to which a contractor employee is assigned access to the employee's employment history review records.

Criminal History -

Prior to assignment of contractor employees to perform work for the district in a position or assignment involving direct contact with children, contractor employees shall submit an official child abuse clearance statement and state and federal criminal history background checks (certifications) as required by law.[2][3]

Contractor employees shall report, on the designated form, all arrests and convictions as specified on the form. Contractor employees shall likewise report arrests and/or convictions that occur subsequent to initially submitting the form. Failure to accurately report such arrests and convictions may subject the individual to denial of employment/contract, termination if already hired/contracted, and/or criminal prosecution.[3]

Tuberculosis Test -

Contractor employees providing services for students shall undergo a test for tuberculosis in accordance with the regulations and guidance of the Pennsylvania Department of Health.[12][13]

Arrest and Conviction Reporting Requirements

All independent contractors shall adopt policies and procedures that require their employees, who are providing services to the district and who have direct contact with children, to notify the independent contractor, in writing, within seventy-two (72) hours of the occurrence, of an arrest or conviction required to be reported by law. Contractor employees shall also be required to report to the independent contractor, within seventy-two (72) hours of notification, that the employee has been named as a perpetrator in a founded or indicated report pursuant to the Child Protective Services Law. The policies and procedures shall also include the provision that the failure on the part of contractor employees to make such a timely notification shall subject them to disciplinary action, including termination.[3][11]

If the independent contractor receives notice of such arrest or conviction or that the contractor employee has been named as a perpetrator in a founded or indicated report, from either the contractor employee or a third party, the independent contractor shall immediately report, in writing, that information to the Superintendent or designee.

The independent contractor shall immediately require a contractor employee to submit new certifications when there is a reasonable belief that the employee was arrested for or has been convicted of an offense required to be reported by law, was named as a perpetrator in a founded or indicated report, or has provided written notice of such occurrence.[3][11]

Contractor employees who provide transportation services shall immediately notify the independent contractor and the district's transportation supervisor of any traffic citations or the suspension, revocation or cancellation of operating privileges.[14]

Educator Misconduct

If the Superintendent reasonably suspects that conduct being reported involves an incident required to be reported under the Educator Discipline Act, the Superintendent or designee shall notify the Pennsylvania Department of Education, in accordance with applicable law, regulations and Board policy 317.1.[15][16]

Training

Independent contractors shall provide their employees who have direct contact with children with mandatory training on child abuse recognition and reporting. The training shall include, but not be limited to, the following topics:[1]

1. Recognition of the signs of abuse and sexual misconduct and reporting requirements for suspected abuse and sexual misconduct.
2. Provisions of the Educator Discipline Act, including mandatory reporting requirements.[17]
3. District policy related to reporting of suspected abuse and sexual misconduct.[18]
4. Maintenance of professional and appropriate relationships with students.**[19]**

Employees of independent contractors who have direct contact with children are required to complete a minimum of three (3) hours of training every five (5) years.[1]

Contractor employees shall attend orientation and training sessions, as appropriate to the nature of their service. When training is provided for school employees relating to the legal obligations of employers and educational institutions, consideration shall be given to which contractor employees should also receive that training.

Child Abuse Reporting

All contractor employees who have reasonable cause to suspect that a child is the victim of child abuse shall make a report of suspected child abuse in accordance with applicable law, Board policy and administrative regulations.[18][20]

Confidentiality

No contractor employee shall be permitted access to confidential student information unless the district has determined that such access is necessary for the contractor employee to fulfill his/her responsibilities. Contractor employees with access to confidential student information shall maintain the confidentiality of that information in accordance with Board policies and procedures and applicable law. If a contractor employee has questions about the confidentiality of student information, the contractor employee should consult with the building principal.[21][22]

Legal

1. 24 P.S. 1205.6
2. 23 Pa. C.S.A. 6344
3. 24 P.S. 111
4. 24 P.S. 111.1
5. 55 PA Code 3490.132
6. 49 CFR Part 382
7. 67 PA Code 71.3
8. 75 Pa. C.S.A. 1612
9. 75 Pa. C.S.A. 3802
10. Pol. 810.1
11. 23 Pa. C.S.A. 6344.3
12. 24 P.S. 1418
13. 28 PA Code 23.44
14. 75 Pa. C.S.A. 1606
15. 24 P.S. 2070.9a
16. Pol. 317.1
17. 24 P.S. 2070.1a et seq
18. Pol. 806
19. Pol. 824
20. 23 Pa. C.S.A. 6311
21. Pol. 113.4
22. Pol. 216

24 P.S. 1362

22 PA Code 8.1 et seq

23 Pa. C.S.A. 6301 et seq

75 Pa. C.S.A. 1601 et seq

Pol. 610

Pol. 810

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	900 Community
Title	Copy of Public Attendance at School Events
Code	904
Status	
Adopted	May 11, 2004

~~Purpose~~

~~The Board welcomes the public at activities and events sponsored by the school district, but the Board also acknowledges its duty to maintain order and preserve school facilities during such events.~~

~~Authority~~

~~The Board has the authority to prohibit at a school event the attendance of any individual whose conduct may constitute a disruption. The Board prohibits gambling and the possession and use of controlled substances, alcoholic beverages and weapons on school premises.[1][2]~~

~~Guidelines~~

~~A schedule of fees for attendance at school events shall be prepared by the Superintendent or designee and adopted by the Board.~~

~~Tobacco Use~~

~~The Board prohibits tobacco use by any persons in its school buildings, during all school-sponsored activities, and on any property, buses, vans and vehicles that are owned, leased or controlled by the school district.[3][5]~~

~~The district shall annually notify staff, parents/guardians and members of the public about the district's tobacco use policy by publishing such in handbooks, newsletters, posted notices, and other efficient methods.~~

~~Athletic Pass~~

~~Each employee, the employee's spouse, and the employee's dependent children shall be issued a pass for athletic events. The employee and spouse's pass shall be kept with the employee/spouse at all times and shall be issued only once. If the pass is lost or destroyed, the employee/spouse should contact the district administration office for a new one. Each year, the employee's dependent children will be issued a new pass by the athletic administrator's office.~~

~~Videotaping of School Events~~

~~The videotaping of school events shall be permitted according to the following guidelines:~~

1. ~~The act of a person's videotaping of an event or portion of an event may not interfere with the enjoyment of the event by others.~~

2. ~~Recording equipment may not be set up in areas which are otherwise provided for the entrance, exit, or movement of persons viewing the event.~~

3. ~~Videotaping apparatus may not occupy space which is necessary for the accommodation of others in attendance.~~

4. ~~District events may not be videotaped for any commercial purpose without the permission of the district.~~

5. ~~Videotaping or sound recording of any copyrighted material such as commercial musicals is strictly prohibited. Persons doing so shall be subject to immediate removal and legal prosecution.[4]~~

~~School personnel in charge of events shall have the authority to regulate videotaping according to the above guidelines.~~

Legal

1. 24 P.S. 511
2. 24 P.S. 775
3. 20 U.S.C. 7181 et seq
4. Pol. 814
5. 35 P.S. 1223.5

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	900 Community
Title	Public Attendance at School Events
Code	904 Vol V 2018
Status	First Reading
Adopted	May 11, 2004
Last Revised	October 8, 2019

Purpose

The Board welcomes the public at activities and events sponsored by the school district, but the Board also acknowledges its duty to maintain order and preserve school facilities during such events.

Definitions

For purposes of this policy, tobacco includes a lighted or unlighted cigarette, cigar, cigarillo, little cigar, pipe or other smoking product or material and smokeless tobacco in any form including chewing tobacco, snuff, dip or dissolvable tobacco pieces.[1]

For purposes of this policy, nicotine shall mean a product that contains or consists of nicotine in a form that can be ingested by chewing, smoking, inhaling or through other means.

For purposes of this policy, a nicotine delivery product shall mean a product or device used, intended for use or designed for the purpose of ingesting nicotine or another substance. This definition includes, but is not limited to, any device or associated product used for what is commonly referred to as vaping or juuling.

Authority

The Board has the authority to prohibit at a school event the attendance of any individual whose conduct may constitute a disruption. The Board prohibits gambling and the possession and use of controlled substances, alcoholic beverages and weapons on school premises.[2][3]

Delegation of Responsibility

A schedule of fees for attendance at school events shall be prepared by the Superintendent or designee and adopted by the Board.

The Superintendent shall ensure that this policy is posted on the district's publicly accessible website.[4]

Guidelines

Tobacco/Nicotine

The Board prohibits use of tobacco, nicotine and nicotine delivery products by any persons in its school buildings and on any property, buses, vans and vehicles that are owned, leased or controlled by the school district.[1][5]

This policy does not prohibit the use of a nicotine patch, gum or lozenge as a smoking cessation product by adult members of the public in attendance at school events.

Reporting

The Superintendent shall annually, by July 31, report all incidents of possession, use or sale of tobacco, nicotine and nicotine delivery products by any person on school property to the Office for Safe Schools on the required form.[6][7]

The Superintendent or designee may report incidents involving the sale of tobacco to minors by any person on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[6][7][8][9][10][11]

Athletic Pass

Each employee, the employee's spouse, and the employee's dependent children shall be issued a pass for athletic events. The employee and spouse's pass shall be kept with the employee/spouse at all times and shall be issued only once. If the pass is lost or destroyed, the employee/spouse should contact the district administration office for a new one. Each year, the employee's dependent children will be issued a new pass by the athletic administrator's office.

Passes to school athletic events will be available to each active Board member and spouse.

Senior citizens who are district residents and are 65 years of age or older shall be admitted to all school athletic events at a reduced fee.

The Board will honor athletic passes from all districts that are members of conferences in which teams of this district compete and honor the passes of this district.

Recording of School Events

The recording of school events shall be permitted according to the following guidelines:

1. The act of a person's videotaping of an event or portion of an event may not interfere with the enjoyment of the event by others.

2. Recording equipment may not be set up in areas which are otherwise provided for the entrance, exit, or movement of persons viewing the event.

3. Video equipment may not occupy space which is necessary for the accommodation of others in attendance.

4. District events may not be videotaped for any commercial purpose without the permission of the district.

5. Video or sound recording of any copyrighted material such as commercial musicals is strictly prohibited. Persons doing so shall be subject to immediate removal and legal prosecution.[4]

School personnel in charge of events shall have the authority to regulate videotaping according to the above guidelines.

Service Animals

Individuals with disabilities may be accompanied by their service animals while on district property for events that are open to the general public in accordance with Board policy and state and federal laws and regulations.[12][13][14]

Legal

1. 35 P.S. 1223.5
2. 24 P.S. 511
3. 24 P.S. 775
4. 24 P.S. 510.2
5. 20 U.S.C. 7183
6. 24 P.S. 1303-A
7. Pol. 805.1
8. 18 Pa. C.S.A. 6305
9. 22 PA Code 10.2
10. 22 PA Code 10.22
11. 24 P.S. 1302.1-A
12. 28 CFR 35.136
13. 43 P.S. 953
14. Pol. 718

20 U.S.C. 7181 et seq

28 CFR Part 35

904 ATT - PubBehaviorSchEvents.doc (35 KB)

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	900 Community
Title	Copy of Public Complaints
Code	906
Status	
Adopted	May 11, 2004

~~Authority~~

~~Any parent/guardian, resident or community group shall have the right to present a request, suggestion or complaint concerning district personnel, programs, or operations of the district. At the same time, the Board has a duty to protect its staff from unnecessary harassment. It is the Board's intent to provide a fair and impartial manner for seeking appropriate remedies.~~

~~Any misunderstandings between the public and the school district shall be resolved by informal, direct discussions among the interested parties, following the established organizational structure. Only when informal meetings fail to resolve the differences shall more formal procedures be employed.~~

~~Delegation of Responsibility~~

~~Any requests, suggestions or complaints directed to individual Board members and/or the Board shall be referred to the Superintendent for consideration and action. If further action is warranted, based on the initial investigation, such action shall be in accordance with established guidelines.~~

~~Guidelines~~

~~Matters Regarding a Staff Member~~

~~**First Level** - A matter specifically directed toward a district staff member shall be addressed initially to the concerned employee, who shall discuss it with the complainant and make every effort to provide a reasonable explanation or take appropriate action within the employee's authority.~~

~~As appropriate, the staff member shall report the matter and the resolution to the building principal or immediate supervisor.~~

~~**Second Level** - If the matter cannot be resolved satisfactorily at the first level, it shall be discussed by the complainant with the building principal or the employee's immediate supervisor.~~

~~**Third Level** - If a satisfactory solution is not achieved by discussion with the building principal or immediate supervisor, a conference shall be scheduled with the Superintendent or designee. The principal or supervisor will provide to the Superintendent or designee a report that includes the specific nature of the complaint, and a brief statement of relevant facts, how the complainant has been affected adversely, the action requested, and the reasons why such action should be taken.~~

~~**Fourth Level** - Should the matter not be resolved by the Superintendent or designee or is beyond his/her authority and requires Board action, the Superintendent or designee shall provide the Board with a complete report.~~

~~**Final Level** - The Board, after reviewing all material relative to the case, shall provide the complainant with its written decision and may grant a hearing before the Board or a committee of the Board.~~

~~The complainant shall be advised of the Board's decision, in writing, no more than ten (10) days following the hearing.~~

~~Matters Regarding a Program, Operation or Instructional Materials~~

~~A request, suggestion, or complaint relating to a matter of district or school policy, procedure, program, operation or instructional materials shall be addressed initially to the building principal or the department head who is directly concerned and then brought to higher levels of authority in the manner prescribed in this policy.~~

~~Matters Regarding Student Progress and Well-Being~~

~~In the case of a complaint directed toward this area, the guidelines specified in this policy shall be followed.~~

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	900 Community
Title	Public Complaint Procedures
Code	906 Vol I 2018
Status	First Reading
Adopted	May 11, 2004
Last Revised	October 8, 2019

Purpose

The Board welcomes inquiries, suggestions, and constructive criticism from parents/guardians, district residents or community groups regarding the district's programs, personnel, operations and facilities. The Board adopts this policy to establish procedures for seeking appropriate resolution to complaints.

Authority

The Board encourages parents/guardians, district residents or community groups who have general complaints about Board policy and district procedures, district programs, personnel, operations and facilities to follow the general complaint procedure established in this policy.

The Board directs parents/guardians, other individuals and organizations alleging violations of law in the district's administration of federally-funded programs to submit complaints in accordance with the separate federal program complaint procedure established in this policy.[1]

The Board shall ensure that this policy is posted on the district's publicly accessible website in accordance with law.[2]

Delegation of Responsibility

The district shall annually notify parents/guardians, employees and the public of this policy and established complaint procedures via the district website, newsletters, posted notices and/or other efficient communication methods.

Guidelines

General Complaint Procedure

It is the intent of the Board that complaints, concerns and suggestions be addressed and/or resolved at the lowest appropriate level.

At all levels of this procedure, district employees shall make a determination as to whether the complaint should proceed as outlined in this policy or if the complaint should be submitted through a

specialized complaint process addressed in a separate Board policy, district procedure or administrative regulation that is directly related to the nature of the complaint.

General complaints about Board policy and district procedures, programs, personnel, operations and facilities shall begin with an informal, direct discussion between the complainant and district employee who is most directly involved.

The employee shall attempt to provide a reasonable explanation or take appropriate action within the employee's authority. The employee shall report the matter and the resolution to the building principal or immediate supervisor.

When an informal discussion fails to resolve the complaint, the following procedure shall be used.

First Level - If a satisfactory resolution is not achieved by discussion with the employee, the complainant shall submit a written complaint to the building principal or designee and a conference shall be scheduled with the complainant. The written complaint shall include the contact information of the person or group filing the complaint, the specific nature of the complaint, a brief statement of relevant facts, how the complainant has been affected adversely, and the action requested. The building principal or designee shall provide a written response to the complainant.

Second Level - If a satisfactory resolution is not achieved through a conference with the building principal or designee, the complaint shall be referred to the Superintendent or designee. The Superintendent or designee shall review the complaint and may schedule a conference with the complainant. The Superintendent or designee shall provide a written response to the complainant.

Third Level - If a satisfactory resolution is not achieved through referral to the Superintendent or designee or if resolution of the complaint is beyond his/her authority and requires Board action, the Superintendent or designee shall refer the complaint to the Board.

The Board, after reviewing all information relative to the complaint, shall provide the complainant with its written response. The Board may, at its discretion, grant a hearing before the Board or a committee of the Board. If a hearing is granted, the complainant shall be advised of the Board's response, in writing, no more than thirty (30) days following the hearing.

Any requests, suggestions or complaints first directed to individual Board members and/or the Board shall be referred to the Superintendent for consideration, investigation and action. If further action is warranted, based on the initial investigation, such action shall be in accordance with the procedures outlined above.

Complaint Procedure for Federal Programs

Complaints alleging violations of law in the district's administration of federally-funded programs shall be processed in accordance with the following procedure.[1]

The complainant shall submit a written, signed statement to the district's administration office that includes:

1. Contact information of the individual or organization filing the complaint.
2. Alleged federal program violation.
3. Facts supporting the alleged violation.
4. Supporting documentation, such as information on discussions, correspondence or meetings with district staff regarding the complaint.

District staff shall forward complaints to the district administrator responsible for federal programs, who will notify the Superintendent and acknowledge receipt of the complaint in writing.

The district administrator responsible for federal programs shall conduct an independent investigation, which may include, but not be limited to:

1. On-site visit to the building that is the subject of the complaint.
2. Opportunity to present evidence by all individuals and/or organizations involved.
3. Opportunity for participants to ask questions of each other and witnesses.

When the investigation is completed, the district administrator responsible for federal programs shall prepare a written report with a recommendation for resolving the complaint. The report shall include:

1. Name of the individual or organization filing the complaint.
2. Nature of the complaint.
3. Summary of the investigation.
4. Recommended resolution.
5. Reasons for the recommended resolution.

The district administrator responsible for federal programs shall submit the written report to the Superintendent, who will determine whether further investigation is required and/or the district's final response.

All individuals and/or organizations making the complaint or that are the subject of the complaint shall be notified of the resolution of the complaint by the Superintendent or designee.

The district administrator responsible for federal programs shall ensure that the resolution of the complaint is implemented.

The time period between receipt and resolution of a complaint shall not exceed sixty (60) calendar days, unless circumstances require additional time.

The complainant may appeal the final resolution to the Pennsylvania Department of Education.

Division Chief
Division of Federal Programs
PA Department of Education
333 Market Street
Harrisburg, PA 17126-0333

Legal

1. 20 U.S.C. 7844
2. 24 P.S. 510.2
24 P.S. 510
Pol. 103
Pol. 103.1
Pol. 104
Pol. 105.1
Pol. 108
Pol. 109
Pol. 116
Pol. 127
Pol. 137
Pol. 150
Pol. 202
Pol. 206
Pol. 247
Pol. 249
Pol. 251
Pol. 252
Pol. 255
Pol. 610
Pol. 621
Pol. 626
Pol. 718
Pol. 801
Pol. 808
Pol. 815
Pol. 824
Pol. 827
Pol. 828

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	900 Community
Title	Copy of Nonschool Organizations/Groups/Individuals
Code	913
Status	draft
Adopted	May 11, 2004
Last Revised	February 18, 2014

~~Purpose~~

~~Any requests from nonschool organizations, groups or individuals seeking to have students participate in or be informed of the opportunity to participate in nonschool-sponsored activities, awards or scholarships shall be governed by this policy.~~

~~Definitions~~

~~Nonschool organizations, groups or individuals~~ ~~- those entities that are not part of the school program, school-sponsored activities, or organized pursuant to the Pennsylvania School Code or Board policy. When employees or Board members act on behalf of a nonschool organization or group, or on their own behalf, this policy applies to them. Students are governed by a separate and distinct Board policy regarding student expression and distribution and posting of materials.[1]~~

~~Nonschool materials~~ ~~- any printed or written materials prepared by nonschool organizations, groups or individuals for posting or general distribution which are not prepared as a part of the curricular or approved extracurricular programs of the district. This includes such things as fliers, invitations, announcements, pamphlets, posters, Internet bulletin boards, nonschool organization websites and the like.~~

~~Distribution~~ ~~- handing nonschool written materials to others on school property or during school-sponsored events; placing upon desks, tables, on or in lockers; or engaging in any other manner of delivery of nonschool written materials to others while on school property or during school functions. When email, text messaging or other technological delivery is used as a means of distributing or accessing nonschool written materials via use of school equipment or while on school property or at school functions, it shall be governed by this policy.~~

~~Posting~~ ~~- publicly displaying nonschool written materials on school property or at school-sponsored events, including but not limited to affixing such materials to walls, doors, bulletin boards, easels, the outside of lockers, on district-sponsored websites, through other district-owned technology and the like.~~

~~Prohibited activities and materials~~ ~~- activities and materials which:~~

1. Are libelous, defamatory, obscene, lewd, vulgar, or profane.

2. Violate federal, state or local laws.

3. Violate Board policy or district administrative regulations.

4. Advocate the use or advertise the availability of any substance or material that may reasonably be believed to constitute a direct and substantial danger to the health or welfare of students, such as tobacco, alcohol or illegal drugs.

5. Incite violence.

6. Advocate use of force or urge violation of federal, state or municipal law, Board policy or district administrative regulations.

7. Interfere with or advocate interference with the rights of any individual or the orderly operation of the schools and their programs.

Authority

It is the policy of the Board that district facilities be used in accordance with the guidelines established in Board policy.[2]

Delegation of Responsibility

The Superintendent or designee shall be responsible for carrying out the provisions of this policy, unless otherwise specifically noted in this policy.

Guidelines

Nonschool Activities/Materials

The Board recognizes the social and educational values that may be derived from student participation in various activities sponsored by nonschool organizations, groups or individuals, but specifies that unreasonable demands on the time and energies of students and staff by such entities during school hours, or at school-sponsored activities be prevented.

Requests for student participation in nonschool organizations, groups or individually sponsored activities must be made in writing to the Superintendent or designee in accordance with administrative regulations, written announcements and this policy.

Where the nonschool entity is a for-profit entity that will benefit commercially from an activity or distribution of its material during instructional time, other factors must outweigh the commercial benefit to the nonschool entity; and the Board must approve proposals that would commercially benefit a for-profit entity.

A review of any activities or nonschool written materials under this policy shall not discriminate on the basis of content or viewpoint, except that prohibited activities or materials will be rejected, as will any activities or materials that do not comply with Board policy, administrative regulations, or written announcements relating to the proposed nonschool-sponsored activity or materials.

Participating students may not leave the school district unless the Board policy for field trips has been followed or the Board has granted special permission.[3]

Fundraising

Fundraising by nonschool organizations, groups or individuals is prohibited on school property or in the name of the school.[4]

~~Where activities or materials otherwise comply with this policy, administrative regulations and written announcements, fundraising activities may be announced.~~

~~Directory information regarding students or staff may only be released in accordance with law and Board policy. Directory information for students or staff members will not be released to nonschool organizations, groups or individuals that seek this information for the purpose of fundraising.~~

~~Scholarships/Awards~~

~~The Board is appreciative of the generosity of organizations that offer scholarships or awards to deserving students; but, in accepting such offers, the Board directs that established criteria be observed.~~

~~No information, either academic or personal, shall be released from a student's record for the purpose of selecting a scholarship or award winner without the permission of the student who is eighteen (18), or the parents/guardians of a student who is younger, in accordance with the Board's policy on student records.[5]~~

~~The scholarship or award, and any pertinent restrictions, shall be approved by the Board.~~

~~All pertinent information regarding the scholarship or award shall be submitted for review by the Superintendent or designee prior to the date on which it is to be presented.~~

~~The building principal, together with a committee of staff members designated by the principal, shall be involved in the selection of the recipient of an award or scholarship, pursuant to procedures established for this purpose and consistent with the restrictions applicable to each approved scholarship or award.~~

~~Travel Services/Foreign Trips~~

~~Solicitation and sale of travel services for foreign trips to students may be permitted with the approval of the Board.~~

~~Sellers of travel services to students must meet the following criteria:~~

1. ~~Belong to an association of certified sellers of travel.~~
2. ~~Provide proof of insurance.~~
3. ~~Submit references.~~
4. ~~Provide proof of a performance bond.~~
5. ~~Include in all information provided to students and parents/guardians that use of tobacco, alcohol and controlled substances will be prohibited.~~
6. ~~Include in all information provided to students and parents/guardians that the activity is not a school-sponsored event.~~

Legal

1. Pol. 220
2. Pol. 707
3. Pol. 121
4. 24 P.S. 775
5. Pol. 216

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	900 Community
Title	Nonschool Organizations/Groups/Individuals
Code	913 Vol II 2019
Status	First Reading
Adopted	May 11, 2004
Last Revised	October 8, 2019
Prior Revised Dates	02/1/2014

NOTE: It is important to distinguish that Policy 913 only applies to requests from nonschool organizations, groups and individuals; in contrast, *requests from students* to personally distribute or post materials *shall be governed by Policy 220. Student Expression/Distribution and Posting of Materials*.[1]

Purpose

The Board recognizes that nonschool organizations, groups and individuals may wish to utilize the district as a means to engage the school community in activities and/or to distribute or post nonschool materials. The Board directs that requests for such utilization from nonschool organizations, groups or individuals shall be governed by this policy.

Activities or school-related information and materials from nonschool organizations, groups and individuals that are integrated with or presented as a part of the district's curriculum or an approved school event or student organization are approved and governed by Board policies related to curriculum and student activities, and are not governed by this policy.[2][3][4]

Authority

The Board recognizes that the school community may benefit from receiving information from nonschool organizations, groups and individuals, provided the distribution and posting of such information does not interfere with the educational program of the schools. The district's primary responsibility shall be to maintain a safe and orderly school environment and to protect the rights of all members of the school community.

The Board prohibits advertisement or promotion by nonschool organizations, groups or individuals during instructional time or at school-sponsored locations or activities not otherwise open to nonschool organizations, groups or individuals.[5][6]

The Board directs that the review and consideration of any activities or nonschool materials requested under this policy shall not discriminate on the basis of content or viewpoint.

Definitions

Nonschool organizations, groups or individuals shall mean those entities that are not part of the school program, school-sponsored activities, or organized pursuant to the Pennsylvania School Code or Board policy. When employees or Board members act on behalf of a nonschool organization or group, or on their own behalf, this policy applies to them. Students are governed by a separate and distinct Board policy regarding student expression and distribution and posting of materials.[1]

Nonschool materials shall mean any printed, technological or written materials prepared by nonschool organizations, groups or individuals for posting or general distribution that are not prepared as a part of the curricular or approved extracurricular programs of the district, including but not limited to, fliers, invitations, announcements, pamphlets, posters, Internet bulletin boards, nonschool organization websites and the like.

Distribution shall mean issuing nonschool materials to others on school property or during school-sponsored events; placing upon desks, tables, on or in lockers; or engaging in any other manner of delivery of nonschool materials to others while on school property or during school functions.

Posting shall mean publicly displaying nonschool materials on school property or at school-sponsored events, including but not limited to affixing such materials to walls, doors, bulletin boards, easels, the outside of lockers, on district-sponsored websites, through other district-owned technology and the like.

Prohibited activities and materials shall mean activities and materials that:

1. Violate federal, state or local laws, Board policy or district rules or regulations.
2. Are libelous, defamatory, obscene, lewd, vulgar or profane.
3. Advocate the use or advertise the availability of any substance or material that may reasonably be believed to constitute a direct and serious danger to the health or welfare of students, such as tobacco/nicotine, alcohol or illegal drugs.
4. Incite violence, advocate use of force or threaten serious harm to the school or community.
5. Are likely to or do materially or substantially interfere with the educational process, such as school activities, school work, or discipline, as well as safety and order on school property or at school functions.
6. Interfere with, or advocate interference with, the rights of any individual or the safe and orderly operation of the schools and their programs.
7. Violate written district administrative regulations or procedures on time, place and manner for posting and distribution of otherwise protected expression.

Delegation of Responsibility

The Superintendent or designee shall develop procedures to implement this policy.

Guidelines

Nonschool Materials

The Board requires that nonschool organizations, groups or individuals who wish to distribute or post nonschool materials on school property shall submit them to the building principal. The building principal shall inform the Superintendent or designee of requests received from nonschool organizations, groups and individuals.

If approval is granted by the building principal, the nonschool organization, group or individual shall comply with Board policy and administrative regulations, and the district's time, manner and place restrictions for distribution and posting of materials.

Materials issued by nonschool organizations, groups or individuals shall not be distributed during instructional time or school-sponsored activities.

Nonschool Activities

Activities sponsored by nonschool organizations, groups or individuals shall not occur during instructional time.

Requests by nonschool organizations, groups or individuals to invite or promote student participation in nonschool activities shall comply with Board policy and administrative regulations on distribution and posting of materials.

Fundraising

Fundraising by nonschool organizations, groups or individuals is prohibited on school property or in the name of the school.[7]

Where activities or materials otherwise comply with this policy and administrative regulations, fundraising activities may be announced.

Directory information for students or staff members will not be released to nonschool organizations, groups or individuals that seek this information for the purpose of fundraising.[8]

Scholarships/Awards

The Board is appreciative of the generosity of organizations that offer scholarships or awards to deserving students; but, in accepting such offers, the Board directs that established criteria be observed.

No information, either academic or personal, shall be released from a student's record for the purpose of selecting a scholarship or award winner without the permission of the student who is eighteen (18), or the parents/guardians of a student who is younger, in accordance with the Board's policy on student records.[8]

The scholarship or award, and any pertinent restrictions, shall be approved by the Board.

All pertinent information regarding the scholarship or award shall be submitted for review by the Superintendent or designee prior to the date on which it is to be presented.

The building principal, together with a committee of staff members designated by the principal, shall be involved in the selection of the recipient of an award or scholarship, pursuant to procedures established for this purpose and consistent with the restrictions applicable to each approved scholarship or award.

Travel Services/Foreign Trips

Solicitation and sale of travel services for foreign trips to students may be permitted with the approval of the Board.

Sellers of travel services to students must meet the following criteria:

1. Belong to an association of certified sellers of travel.

2. Provide proof of insurance.
3. Submit references.
4. Provide proof of a performance bond.
5. Include in all information provided to students and parents/guardians that use of tobacco/nicotine, alcohol and controlled substances will be prohibited.
6. Include in all information provided to students and parents/guardians that the activity is not a school-sponsored event.

Legal

1. Pol. 220
2. Pol. 105
3. Pol. 122
4. Pol. 230
5. 24 P.S. 510
6. 24 P.S. 511
7. 24 P.S. 775
8. Pol. 216

24 P.S. 779

Pol. 907

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	900 Community
Title	Copy of Title I Parental Involvement
Code	918
Status	
Adopted	May 11, 2004
Last Revised	March 14, 2017

~~Purpose~~

~~The Board recognizes that parental involvement contributes to the achievement of academic standards by students participating in Title I programs. The Board views the education of students as a cooperative effort among the school, parents/guardians and community.~~

~~Authority~~

~~In compliance with federal law, the district and parents/guardians of students participating in Title I, Part A programs shall jointly develop and agree upon a written parental involvement policy. When developing and implementing this policy, the district shall ensure the policy describes how the district will:[1]~~

1. ~~Involve parents/guardians in the joint development of the district's overall Title I plan and the process of school review and improvement.~~
2. ~~Provide the coordination, technical assistance and other support necessary to assist participating schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance.~~
3. ~~Develop activities that promote the schools' and parents'/guardians' capacity for strong parental involvement.~~
4. ~~Coordinate and integrate parental involvement strategies with appropriate programs, as provided by law.~~
5. ~~Involve parents/guardians in an annual evaluation of the content and effectiveness of the policy in improving the academic quality of schools served under Title I.~~
6. ~~Identify barriers to participation by parents/guardians who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority.~~
7. ~~Use findings of annual evaluations to design strategies for more effective parental involvement.~~

8. Involve parents/guardians in the activities of schools served under Title I.

9. Develop a Parent Advisory Council for Title I schools to provide input for the school level Title I Parent Involvement Policy.

The Board shall adopt and distribute the parental involvement policy, which shall be incorporated into the district's Title I plan and shall be evaluated annually, with parental involvement.[1]

Delegation of Responsibility

The Superintendent or designee shall ensure that the district's Title I parental involvement policy, plan and programs comply with the requirements of federal law.

The building principal and/or Title I staff shall provide to parents/guardians of students participating in Title I programs:

1. Explanation of the reasons supporting their child's selection for the program.

2. Set of objectives to be addressed.

3. Description of the services to be provided.

The Superintendent or designee shall ensure that information and reports provided to parents/guardians are in an understandable and uniform format and, to the extent practicable, in a language the parents/guardians can understand.[1][3]

Guidelines

An annual meeting of parents/guardians of participating Title I students shall be held to explain the goals and purposes of the Title I program. Parents/Guardians shall be given the opportunity to participate in the design, development, operation and evaluation of the program. Parents/Guardians shall be encouraged to participate in planning activities, to offer suggestions, and to ask questions regarding policies and programs.[1]

In addition to the required annual meeting, additional parent/guardian meetings shall be held at various times of the day and evening. At these meetings, parents/guardians shall be provided:[1]

1. Information about programs provided under Title I.

2. Description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.

3. Opportunities to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children.

4. Opportunities to submit parent/guardian comments about the program to the district level.

If sufficient, Title I funding may be used to facilitate parent/guardian attendance at meetings through payment of transportation and child care costs.

Opportunities shall be provided for parents/guardians to meet with the classroom and Title I teachers to discuss their child's progress.

Parents/Guardians may be given guidance as to how they can assist at home in the education of their child.

School-Parental Compact

~~Each school in the district receiving Title I funds shall jointly develop with parents/guardians of students served in the program a School-Parental Compact outlining the manner in which parents/guardians, school staff and students share responsibility for improved student achievement in meeting academic standards. The compact shall:[2]~~

1. ~~Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment, enabling students in the Title I program to meet the district's academic standards.~~

2. ~~Indicate the ways in which parents/guardians will be responsible for supporting their children's learning, such as monitoring attendance, homework completion, and television watching; volunteering in the classroom; and participating, as appropriate, in decisions related to their child's education and positive use of extracurricular time.~~

3. ~~Address the importance of parent-teacher communication on an ongoing basis through, at a minimum, parent-teacher conferences, frequent reports to parents/guardians, and reasonable access to staff.~~

Legal

1. 20 U.S.C. 6318

2. Pol. 102

22 PA Code 403.1

3. Pol. 138

918-Attach.pdf (18 KB)

NORTHERN
BEDFORD COUNTY
SCHOOL DISTRICT

Book	Policy Manual
Section	900 Community
Title	Title I Parent and Family Engagement
Code	918 Vol III 2018
Status	First Reading
Adopted	May 11, 2004
Last Revised	October 8, 2019
Prior Revised Dates	03/14/2017

Purpose

The Board recognizes that meaningful parent and family engagement contributes to the achievement of state academic standards by students participating in Title I programs. The Board views the education of students as a cooperative effort among the school, parents and family members, and community.[1][2]

Definition

Parent and Family (Family Member) - these terms are used interchangeably and shall include caregivers, a legal guardian or other person standing in loco parentis such as a grandparent or stepparent with whom the child lives, a person who is legally responsible for the child's welfare, or a legally appointed Education Decision Maker of a child participating in a Title I program.

Authority

The Board directs the district and each of its schools with a Title I program to:[1]

1. Conduct outreach to all parents and family members.
2. Include parents and family members in development of the district's overall Title I Plan and process for school review and improvement.[3]
3. Include parents and family members in the development of the Title I Parent and Family Engagement Policy. Following adoption of the policy by the Board, the policy shall be:

    a. Distributed in writing to all parents and family members.

    b. Incorporated into the district's Title I Plan.[3]

    c. Posted to the district's publicly accessible website.[4]

d. Evaluated annually with parent and family involvement.

4. Provide opportunities and conduct meaningful collaborations with parents and family members in the planning and implementation of Title I programs, activities and procedures.

Accessibility

The district and each of its schools with a Title I program shall provide communications, information and school reports to parents and family members who are migrants or who have limited English proficiency, a disability, limited literacy, or racial and ethnic minority backgrounds, in a language they can understand.[1][5]

Delegation of Responsibility

The Superintendent or designee shall ensure that the district's Title I Parent and Family Engagement Policy, plan and programs comply with the requirements of federal law.[1][3]

The Superintendent or designee shall ensure that the district and its schools with Title I programs provide opportunities for the informed participation of parents and family members by providing resources, information and school reports in an understandable and uniform format or, upon request, in another format. Such efforts shall include:

1. Providing communications in clear and simple language.
2. Posting information for parents and family members on the district's website.
3. Including a telephone number for parents and family members to call with questions.
4. Partnering with community agencies which may include libraries, recreation centers, community-based organizations and faith-based organizations to assist in sharing information.

The building principal and/or Title I staff shall notify parents and family members of the existence of the Title I programs and provide:

1. An explanation of the reasons supporting their child's selection for the program.
2. A set of goals and expectations to be addressed.
3. A description of the services to be provided.
4. A copy of this policy and the School-Parent and Family Compact.[1]

Parents and family members shall actively carry out their responsibilities in accordance with this policy and the School-Parent and Family Compact. At a minimum, parents and family members shall be expected to:[1]

1. Volunteer in their child’s classroom.[6]
2. Support their child’s learning.
3. Participate, as appropriate, in decisions relating to the education of their child and positive use of extracurricular time.

Guidelines

Each district school operating a Title I program shall hold an annual meeting of parents and family members at a convenient time, to explain the goals and purposes of Title I programs and to inform them of their right to be involved. Parents and family members shall be given the opportunity to participate in the design, development, operation and evaluation of the program. Parents and family

members shall be encouraged to participate in planning activities, to offer suggestions, and to ask questions regarding policies and programs.[1]

The schools with Title I programs shall offer a flexible number of meetings which shall be held at various times of the morning and evening. Title I funds may be used to enable parent and family member attendance at meetings through payment of transportation, child care costs or home visits. [1]

The schools shall involve parents and family members in an organized, ongoing and timely way, in the planning, review and improvement of Title I programs, the Title I Parent and Family Engagement Policy and the joint development of the Title I Plan.[1][3]

At these meetings, parents and family members shall be provided:[1]

1. Timely information about programs provided under Title I.

2. Description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress, and the achievement levels of the academic standards.

3. Opportunities to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children.

To ensure the continuous engagement of parents and family members in the joint development of the Title I Plan and with the school support and improvement process, the district shall:

Establish meaningful, ongoing two-way communication between the district, staff and parents and family members.

Communicate with parents and family members about the plan and seek their input and participation through the use of newsletters, the district website, email, telephone, parent and teacher conferences, and home visits if needed.

Post school performance data on the district's website.

Distribute and discuss the School-Parent and Family Compact.

If the Title I Plan is not satisfactory to parents and family members, the district shall submit any parent or family member comments with the plan when the school makes the plan available to the Board.[1][3]

Building Capacity for Parent and Family Engagement

The district shall provide the coordination, technical assistance, and other support necessary to assist and build the capacity of all participating schools in planning and implementing effective parent and family involvement activities to improve academic achievement and school performance through:[1]

1. Providing assistance to parents and family members in understanding such topics as the academic standards, state and local academic assessments, the requirements of parent and family involvement, how to monitor a child's progress and work with teachers to improve the achievement of their children.[2][7]

2. Providing material and training to help parents and family members work with their children to improve academic achievement and to foster parent and family engagement, such as:

    a. Scheduling trainings in different locations on a variety of topics including how to support their child in school, literacy, school safety, cultural diversity and conflict resolution.

b. Using technology, including education about the harms of copyright piracy, as appropriate.[8]

c. Providing information, resources and materials in a user friendly format.

d. Providing, as requested by a parent or family member, other reasonable support for parent and family engagement activities.

3. Educating teachers, specialized instructional support personnel, principals and other school leaders and staff, with the assistance of parents and family members, on the value and usefulness of contributions of parents and family members and in how to reach out to, communicate with, and work with them as equal partners, implement and coordinate parent and family programs, and build ties between parents and family members and the school.[9]

4. To the extent feasible and appropriate, coordinating and integrating Title I parent and family involvement efforts and activities with other federal, state and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents and family members in more fully participating in the education of their children.[1][5][10][11][12][13][14][15]

5. Engage the PTA/PTO to actively seek out and involve parents and family members through regular updates, information sessions and assistance with the identification of effective communication strategies.

Coordinating Parent and Family Engagement Strategies

The district shall coordinate and integrate Title I parent and family engagement strategies with other parent and family engagement strategies required by federal, state, and local laws by:[1][5][10][11][12][13][14][15]

1. Involving district and program representatives to assist in identifying specific parent and family member needs.

2. Sharing data from other programs to assist in developing initiatives to advance academic achievement and school improvement.

Annual Parent and Family Engagement Policy Evaluation

The district shall conduct, with meaningful participation of parents and family members, an annual evaluation of the content and effectiveness of this policy in improving the academic quality of all district schools with a Title I program.[1]

The evaluation shall identify:[1]

1. Barriers to parent and family member participation, with particular attention to those who are migrants, are economically disadvantaged, have a disability, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority.

2. The needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers.

3. Strategies to support successful school and parent and family interactions.

The evaluation shall be conducted through documentation of parent and family member input regarding Title I programs and activities from throughout the year.

The district shall use the findings of the annual evaluation to design evidence-based strategies for more effective parent and family engagement, and to revise, if necessary, the district's Title I Parent

and Family Engagement Policy.[1]

School-Parent and Family Compact

Each school in the district receiving Title I funds shall jointly develop with parents and family members a School-Parent and Family Compact outlining the manner in which parents and family members, the entire school staff and students will share responsibility for improved student academic achievement and the means by which the school and parents and family members will build and develop partnerships to help children achieve the state's academic standards. The compact shall:[1]

1. Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment, enabling students in Title I programs to meet the academic standards.

2. Describe the ways in which parents and family members will be responsible for supporting their child's learning; volunteering in the classroom; and participating, as appropriate, in decisions related to their child's education and positive use of extracurricular time.[6]

3. Address the importance of ongoing two-way, meaningful communication between parents/family members and teachers through, at a minimum, annual parent-teacher conferences at the elementary level, frequent reports to parents and family members on their child's progress, reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities.[6]

Title I Funds

Unless exempt by law, the district shall reserve at least one percent (1%) of its Title I funds to assist schools in conducting parent and family engagement activities. Parents and family members shall be involved in the decisions regarding how the Title I reserved funds are used for parent and family engagement activities.[1]

Not less than ninety percent (90%) of the reserved funds shall be distributed to district schools with a Title I program, with priority given to high need schools. The district shall use the Title I reserved funds to conduct activities and strategies consistent with this policy, including[1] engaging in any other activities and strategies that the district determines are appropriate and consistent with this policy.

Documentation of Parent and Family Engagement Practices

Documentation to track the implementation of this policy is an essential part of compliance and may include, but not be limited to, sign–in sheets at workshops, meetings and conferences; schedules, training and informational materials; communications and brochures; and meeting notes.

Legal

1. 20 U.S.C. 6318
2. Pol. 102
3. 20 U.S.C. 6312
4. 24 P.S. 510.2
5. Pol. 138
6. Pol. 916
7. Pol. 127
8. Pol. 814
9. Pol. 333
10. 20 U.S.C. 7845
11. 29 U.S.C. 3271 et seq
12. 29 U.S.C. 701 et seq
13. 42 U.S.C. 11301 et seq
14. 42 U.S.C. 9831 et seq
15. Pol. 212

School-Level Parent And Family Engagement Policy.docx (28 KB)

TITLE I PARENTAL INVOLVEMENT POLICY

The Northern Bedford School District's Title I Program is committed to the belief that all children can learn and acknowledge that parents/guardians share Title I's commitment to the educational success of their children.

We recognize that a child's education is a responsibility shared by the school, family, and that parents/guardians must be involved as knowledgeable partners.

We define parental involvement as an on-going process that assists parents/guardians to meet their basic obligation as their child's first educator, promotes clear two-way dialogue between home and school, and supports parents/guardians as decision makers concerning the education of their children.

To this end, a written Title I plan for Title I parental involvement has been developed by parents/ guardians and school staff.

Parental involvement activities will include but are not limited to:

1. An annual general meeting, Meet and Greet Open House, and PTO meetings can be utilized to involve parents/guardians in the planning, review, and improvement of the school's Parental Involvement Policy.

2. An annual general meeting will be held to inform parents/guardians about Title I program requirements and parents'/guardians' rights to be involved.

3. Parental workshops, meetings, and conferences will be scheduled at a variety of times to enable Title I parents/guardians to attend.

4. Parents/Guardians will be afforded the opportunity to provide input into the Title I program through scheduled meetings regarding planning, review, and improvement of the school's Title I program. A detailed letter and posting on the NBC Elementary web page calendar will be used to notify parents/guardians. An annual meeting prior to the development of the Title I application will be held to provide parents/guardians with the opportunity for input into the application. Parents/Guardians will receive information regarding the district assessments as well as the various activities planned. An evaluation will be completed with recommendations used to implement changes.

5. Parents/Guardians will receive progress reports four (4) times per year via report card distribution. Curricula and assessments used are discussed at parental conferences, various Title I parental meetings, and workshops.

6. Assistance in understanding the state's academic content standards and student achievement standards, local academic assessments, and how to monitor your child's progress will be provided through parental workshops, annual spring application meetings and parental conferences.

7. Parents/Guardians are afforded the opportunity to request special meetings, as appropriate, relating to decisions regarding the education of their children.

8. If parents/guardians make special requests for meetings to formulate suggestions and to participate in decisions relating to the education of their children, they should contact the building principal.

9. The Home/School Compact will be reviewed by parents/guardians, teachers, and children each year at the annual general meeting and spring application meeting.

10. Materials and training will be provided to help parents/guardians work with their children to improve academic achievement through workshops, make and takes, and conferences.

11. Through school faculty meetings, staff may receive training on how to assist parents: how to reach out to, communicate with, and work with parents as partners; and build ties between parents and school.

Northern Bedford County School District

Cash Balances

Fiscal Year: 2019-2020

Date Range: 07/01/2019 - 06/30/2020

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
10.0101.000.000.00.00.00.000	GENERAL FUND CASH	4,728,934.16	4,011,729.34	3,826,947.36	4,913,716.14
10.0113.000.000.00.00.00.000	PSERS STABILIZATION	1,933,334.43	0.00	0.00	1,933,334.43
31.0107.000.000.00.00.00.000	PLGIT - CAPITAL RESERVE	1,350,038.74	0.00	47,700.00	1,302,338.74
51.0102.000.000.00.00.00.000	FOOD SERVICE CASH	25,815.78	38,074.31	24,562.93	39,327.16
81.0106.000.000.00.00.00.000	ACTIVITY FUND CASH	58,355.78	26,532.79	25,718.53	59,170.04
81.0111.000.000.00.00.00.000	ACTIVITY FUND - CD -PSDLAF	75,268.06	367.65	0.00	75,635.71
		8,171,746.95	4,076,704.09	3,924,928.82	8,323,522.22

End of Report

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 09/11/2019 To Date: 10/08/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
2NDGEAR					
	60395	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$1,026.11
3-C ENTERPRISES					
	60457	GENERAL FUND	ATHLETICS	SUPPLIES	$800.00
A/CAPA					
	60458	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	DUES AND FEES	$70.00
ADELMAN, CLARK					
	60409	GENERAL FUND	ATHLETICS	OFFICIALS	$75.00
	60410	GENERAL FUND	ATHLETICS	OFFICIALS	$75.00
			Total for ADELMAN, CLARK		$150.00
AGORA CYBER CHARTER SCHOOL					
	60459	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$1,072.45
ALBRIGHT, SEAN					
	60411	GENERAL FUND	ATHLETICS	OFFICIALS	$45.00
AMERA GLASS INC					
	60460	GENERAL FUND	ATHLETICS	SUPPLIES	$640.98
APPALACHIA INTERMEDIATE UNIT 08					
	60461	GENERAL FUND	BOARD SERVICES	ADVERTISING	$166.50
	60461	GENERAL FUND	INSTRUCTIONAL PROGRAMS	DUES AND FEES	$350.00
			Total for APPALACHIA INTERMEDIATE UNIT 08		$516.50
APPALACHIAN HARDWOOD LUMBER COMPANY					
	60462	GENERAL FUND	BUILDING CONTRUCTION OCC	SUPPLIES	$6,790.00
BASIL, JOSEPH					
	60412	GENERAL FUND	ATHLETICS	OFFICIALS	$45.00
BEDFORD AREA HIGH SCHOOL					
	60463	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$15,262.33
BEDFORD AREA SCHOOL DISTRICT					

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Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60464	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$9,378.17
BEDFORD SOMERSET HEALTH CONSORTIUM					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB HEALTH PREMIUMS	$4,837.97
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	MEDICAL INSURANCE	$119,441.19
				Total for BEDFORD SOMERSET HEALTH CONSORTIUM	$124,279.16
BETTWY SYSTEMS INC.					
	60396	GENERAL FUND	SYSTEM-WIDE TECHNOLOGY SERVICE	SUPPORT OF LEA'S TECH PLAN	$858.00
	60465	GENERAL FUND	OPERATION OF BUILDING SERVICE	REPAIRS/MAINTENANCE EQUIPMENT	$2,060.00
				Total for BETTWY SYSTEMS INC.	$2,918.00
BLACKBOARD					
	60397	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$2,472.48
BRIAN BRODE					
	60413	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
BRIAN JAYMES					
	60360	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
CALEB MOSES					
	60414	GENERAL FUND	ATHLETICS	OFFICIALS	$45.00
CAMCO PHYSICAL AND OCCUPATIONAL THERAPY					
	60467	GENERAL FUND	OTHER SUPPORT	PROFESSIONAL ED SERVICES-OTHER	$4,262.36
CARBAUGH BUS LLC					
	0	GENERAL FUND	ATHLETICS	STUD TRANS SERV OTHR SOURCES	$1,385.45
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$94.35
	0	GENERAL FUND	NONPUBLIC TRANSPORTATION	CONTRACTED CARRIERS	$4,078.50
	0	GENERAL FUND	STUDENT ACTIVITIES	STUD TRANS SERV OTHR SOURCES	$285.50
	0	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$29,380.73
				Total for CARBAUGH BUS LLC	$35,224.53

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CAROLYN TRACEY					
	60398	GENERAL FUND	TAX ASSESSMT COLLECTN SERVICE	POSTAGE	$269.50
	60398	GENERAL FUND	TAX ASSESSMT COLLECTN SERVICE	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$100.00
			Total for CAROLYN TRACEY		$369.50
CENTURYLINK					
	60406	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$959.52
CLEARFIELD WHOLESALE PAPER CO					
	60468	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$246.33
CM REGENT, LLC					
	60469	GENERAL FUND	LEARNING SUPPORT - PUBLIC	INCOME PROTECTION INSURANCE	($5.28)
	60469	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	INCOME PROTECTION INSURANCE	$738.39
			Total for CM REGENT, LLC		$733.11
CODY WILSON					
	60415	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
COMMUNITY SCHOOL EXCELLENCE COUNCIL					
	60470	GENERAL FUND	LEARNING SUPPORT - PUBLIC	DUES AND FEES	$10.00
CROWN BENEFITS ADMINISTRATION					
	60471	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB VISION/DENTAL PREMIUMS	$93.72
	60471	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	EYE CARE INSURANCE	$1,347.20
	60471	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$12.00
			Total for CROWN BENEFITS ADMINISTRATION		$1,452.92
DAILY, JOHN					
	60361	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
DELTA DENTAL OF PA					
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	DENTAL INSURANCE	$7,900.00
DEMANS TEAM SPORTS					
	60472	GENERAL FUND	ATHLETICS	SUPPLIES	$603.05

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Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
DOMONKOS, GREGORY					
	60362	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
DR. DUANE DILLING					
	60473	GENERAL FUND	MEDICAL SERVICES	OTHER PROFESSIONAL SERVICES	$168.00
	60473	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$141.00
			Total for DR. DUANE DILLING		$309.00
DRY RIDGE JOHN'S					
	60474	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$540.00
DUBL D AERIAL RENTALS					
	60475	GENERAL FUND	OPERATION OF BUILDING SERVICE	RENTAL EQUIPT	$920.00
EVERASE CORPORATION					
	60476	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$6,443.60
FORD, MAKENZIE					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$1,890.00
FOX, TOM					
	60363	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
GALL, ROBERT					
	60364	GENERAL FUND	ATHLETICS	OFFICIALS	$0.00
GILLILAND, JASON					
	60416	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
GLOBE TICKET AND LABEL CO					
	60402	GENERAL FUND	ATHLETICS	SUPPLIES	$820.00
GOVCONNECTION, INC					
	60477	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$2,825.00
GRAHAM, RYAN					
	60365	GENERAL FUND	ATHLETICS	OFFICIALS	$130.00
GRAINGER					

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Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60478	GENERAL FUND	ATHLETICS	SUPPLIES	$674.36
GRUBB, WILLIAM					
	60366	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
HALMO, MARTIN					
	60367	GENERAL FUND	ATHLETICS	OFFICIALS	$55.00
HOLDEN, JOHN					
	60403	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
HOOVER, BRANDON					
	60417	GENERAL FUND	ATHLETICS	OFFICIALS	$45.00
HUNTER, CHRIS					
	60368	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
INTERSTATE TAX SERVICE INC					
	60479	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$194.40
IU 13 TECHNOLOGY SERVICES					
	60399	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$8,306.90
J.C.EHRLICH CO., INC					
	60480	GENERAL FUND	OPERATION OF BUILDING SERVICE	EXTERMINATION SERVICES	$221.00
J.W. PEPPER					
	60481	GENERAL FUND	STUDENT ACTIVITIES	SUPPLIES	$87.30
JANITORS SUPPLY INC					
	60482	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$1,217.94
JEROME SEIDEL					
	60418	GENERAL FUND	ATHLETICS	OFFICIALS	$55.00
JIM KLAUSMAN					
	60419	GENERAL FUND	ATHLETICS	OFFICIALS	$75.00
JOE GEHL					
	60420	GENERAL FUND	ATHLETICS	OFFICIALS	$75.00
JUNIATA COLLEGE					

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Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60483	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$1,750.00
JUSTIN KEGG					
	60421	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
KERN, THOMAS					
	60369	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
KEVIN REED					
	60422	GENERAL FUND	ATHLETICS	OFFICIALS	$45.00
KEYSTONE INVESTIGATION & SPECIALISTS LLC					
	60370	GENERAL FUND	ATHLETICS	SECURITY	$272.00
	60407	GENERAL FUND	ATHLETICS	SECURITY	$272.00
	60454	GENERAL FUND	ATHLETICS	SECURITY	$272.00
				Total for KEYSTONE INVESTIGATION & SPECIALISTS LLC	$816.00
KLINGER, RAY					
	60371	GENERAL FUND	ATHLETICS	OFFICIALS	$0.00
KOLSON, JOHN					
	60372	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
KURTZ BROS					
	60484	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$5,777.70
LEARNING LAMP					
	60485	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$2,596.77
LEIDY TRANSPORTATION LLC					
	0	GENERAL FUND	NONPUBLIC TRANSPORTATION	CONTRACTED CARRIERS	$1,895.25
	0	GENERAL FUND	STUDENT ACTIVITIES	STUD TRANS SERV OTHR SOURCES	$99.95
	0	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$41,585.04
				Total for LEIDY TRANSPORTATION LLC	$43,580.24
LICHTY, LARISSA					
	60373	GENERAL FUND	ATHLETICS	OFFICIALS	$0.00

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Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60374	GENERAL FUND	ATHLETICS	OFFICIALS	$50.00
	60391	GENERAL FUND	ATHLETICS	OFFICIALS	$70.00
	60392	GENERAL FUND	ATHLETICS	OFFICIALS	$50.00
	60423	GENERAL FUND	ATHLETICS	OFFICIALS	$130.00
			Total for LICHTY, LARISSA		$300.00
LONNIE BUTTRY					
	60424	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
	60425	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
			Total for LONNIE BUTTRY		$95.00
MARTIN OIL COMPANY					
	60486	GENERAL FUND	VEHICLE OPER/MAINT SERVICES	GASOLINE	$147.77
MATHESON TRI-GAS INC					
	60487	GENERAL FUND	AGRICULTURE/HORTICULTURE	SUPPLIES	$98.55
	60487	GENERAL FUND	TRADE AND INDUSTRIAL EDUCATIO	SUPPLIES	$98.55
			Total for MATHESON TRI-GAS INC		$197.10
MCKNIGHT, KAREN J					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$1,764.00
MERAKEY PENNSYLVANIA					
	60488	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$1,602.20
MERVAC PLUMBING & HEATING INC					
	60489	GENERAL FUND	OPERATION OF BUILDING SERVICE	REPAIRS/MAINTENANCE EQUIPMENT	$240.00
MIKE PRICE					
	60426	GENERAL FUND	ATHLETICS	OFFICIALS	$45.00
	60427	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
	60428	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
			Total for MIKE PRICE		$140.00
MOORE, DOUGLAS					

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Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60429	GENERAL FUND	ATHLETICS	OFFICIALS	$75.00
	60430	GENERAL FUND	ATHLETICS	OFFICIALS	$75.00
			Total for MOORE, DOUGLAS		$150.00
MORRISONS COVE HERALD					
	60490	GENERAL FUND	BOARD SERVICES	ADVERTISING	$60.78
MOYER, CHRISTA L					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$25.06
NAKICH, JOHN					
	60431	GENERAL FUND	ATHLETICS	OFFICIALS	$45.00
NBC FOUNDATION					
	60491	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$500.00
NEW ENTERPRISE RURAL ELECTRIC					
	60492	GENERAL FUND	OPERATION OF BUILDING SERVICE	ELECTRICITY	$5,273.80
PA LEADERSHIP CHARTER SCHOOL					
	60514	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$819.23
PAFPC					
	60493	GENERAL FUND	INSTRUCTIONAL PROGRAMS	DUES AND FEES	$50.00
PAUL CARACCIOLO					
	60375	GENERAL FUND	ATHLETICS	OFFICIALS	$130.00
PENELEC					
	0	GENERAL FUND	OPERATION OF BUILDING SERVICE	ELECTRICITY	$5,480.82
PIONEER ATHLETICS					
	60494	GENERAL FUND	ATHLETICS	SUPPLIES	$188.12
PSADA					
	60376	GENERAL FUND	ATHLETICS	DUES AND FEES	$20.00
	60455	GENERAL FUND	ATHLETICS	DUES AND FEES	$20.00
			Total for PSADA		$40.00

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Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
PSBA					
	60495	GENERAL FUND	GUIDANCE SERVICES	DUES AND FEES	$59.00
	60495	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	DUES AND FEES	$59.00
			Total for PSBA		$118.00
PSERS					
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	RETIREMENT CONTRIBUTIONS	$549,621.45
PUBLISHERS PARTNERSHIP SERVICES					
	60496	GENERAL FUND	BUILDING CONTRUCTION OCC	PERIODICALS	$24.97
PYRAMID HEALTHCARE INC					
	60497	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$3,250.00
	60497	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$11,000.00
			Total for PYRAMID HEALTHCARE INC		$14,250.00
REACH CYBER CHARTER SCHOOL					
	60498	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$1,072.45
REDFOOT, KEITH					
	60432	GENERAL FUND	ATHLETICS	OFFICIALS	$45.00
RICHARD DIXON					
	60433	GENERAL FUND	ATHLETICS	OFFICIALS	$75.00
	60434	GENERAL FUND	ATHLETICS	OFFICIALS	$55.00
			Total for RICHARD DIXON		$130.00
RICOH USA, INC					
	60451	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$0.00
	60451	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$92.29
	60451	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$16.29
	60451	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$0.00
	60499	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$14.83
	60499	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$876.61

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Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60499	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$154.69
	60499	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$84.03
			Total for RICOH USA, INC		$1,238.74
RIDDELL					
	60377	GENERAL FUND	ATHLETICS	SUPPLIES	$372.95
RITCHEY RITCHEY & KOONTZ CPAS					
	60500	GENERAL FUND	RECEIV & DISTRIBUT FUNDS SERV	OTHER PROFESSIONAL SERVICES	$3,500.00
ROB REED					
	60405	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
ROBERT BLANCHARD					
	60435	GENERAL FUND	ATHLETICS	OFFICIALS	$70.00
ROBERT WELD					
	60378	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
ROD BRUMBAUGH					
	60379	GENERAL FUND	ATHLETICS	OFFICIALS	$70.00
	60380	GENERAL FUND	ATHLETICS	OFFICIALS	$130.00
	60381	GENERAL FUND	ATHLETICS	OFFICIALS	$50.00
	60382	GENERAL FUND	ATHLETICS	OFFICIALS	$50.00
	60436	GENERAL FUND	ATHLETICS	OFFICIALS	$130.00
	60437	GENERAL FUND	ATHLETICS	OFFICIALS	$70.00
			Total for ROD BRUMBAUGH		$500.00
ROD SIPES					
	60383	GENERAL FUND	ATHLETICS	OFFICIALS	$130.00
	60384	GENERAL FUND	ATHLETICS	OFFICIALS	$50.00
	60438	GENERAL FUND	ATHLETICS	OFFICIALS	$180.00
			Total for ROD SIPES		$360.00
RUMBAUGH, TYLER					

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Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60439	GENERAL FUND	ATHLETICS	OFFICIALS	$55.00
SAM'S CLUB/SYNCHRONY BANK					
	60400	GENERAL FUND	BOARD SERVICES	TRAVEL/EXPENSES	$23.82
	60400	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$37.28
			Total for SAM'S CLUB/SYNCHRONY BANK		$61.10
SCHOLASTIC INC.					
	60501	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$417.45
SELL, KAITLYN					
	60502	GENERAL FUND	ATHLETICS	SUPPLIES	$19.32
SNYDER, CORYN E					
	0	GENERAL FUND	INST PROF DEV SVS-CERT STAFF	TUITION REIMBURSEMENT	$1,047.00
SOCCER.COM					
	60404	GENERAL FUND	ATHLETICS	SUPPLIES	$82.79
	60408	GENERAL FUND	ATHLETICS	SUPPLIES	$51.33
			Total for SOCCER.COM		$134.12
SOUTH WOODBURY TOWNSHIP					
	60503	GENERAL FUND	OPERATION OF BUILDING SERVICE	WATER/SEWAGE	$2,040.00
SOUTHMORELAND WRESTLING PARENTS					
	60385	GENERAL FUND	ATHLETICS	DUES AND FEES	$365.00
SPORTSMANS					
	60386	GENERAL FUND	ATHLETICS	SUPPLIES	$182.80
SPRING COVE SCHOOL DISTRICT					
	60456	GENERAL FUND	ATHLETICS	DUES AND FEES	$110.00
	60504	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$42,225.17
			Total for SPRING COVE SCHOOL DISTRICT		$42,335.17
SUBURBAN PROPANE					
	60505	GENERAL FUND	OPERATION OF BUILDING SERVICE	BOTTLED GAS	$139.74

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Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
SUTER, SHANE					
	60387	GENERAL FUND	ATHLETICS	OFFICIALS	$50.00
	60388	GENERAL FUND	ATHLETICS	OFFICIALS	$50.00
	60389	GENERAL FUND	ATHLETICS	OFFICIALS	$50.00
	60440	GENERAL FUND	ATHLETICS	OFFICIALS	$130.00
	60441	GENERAL FUND	ATHLETICS	OFFICIALS	$180.00
			Total for SUTER, SHANE		$460.00
TEETER GROUP					
	60506	GENERAL FUND	VEHICLE OPER/MAINT SERVICES	AUTOMOTIVE LIABILITY INSURANC	$313.50
TERRI HARKER					
	60442	GENERAL FUND	ATHLETICS	OFFICIALS	$55.00
	60443	GENERAL FUND	ATHLETICS	OFFICIALS	$55.00
			Total for TERRI HARKER		$110.00
THACH, SEN					
	60444	GENERAL FUND	ATHLETICS	OFFICIALS	$75.00
	60445	GENERAL FUND	ATHLETICS	OFFICIALS	$75.00
	60446	GENERAL FUND	ATHLETICS	OFFICIALS	$55.00
			Total for THACH, SEN		$205.00
THE PA CYBER CHARTER SCHOOL					
	60507	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON PA CHARTER SCHOOLS	$1,965.27
	60507	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$3,217.36
			Total for THE PA CYBER CHARTER SCHOOL		$5,182.63
TRACY CORNELIUS					
	60390	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
TUSSEY MOUNTAIN SCHOOL DISTRICT					
	60508	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$6,694.20
UNITED DATACOM NETWORKS, INC.					

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Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60401	GENERAL FUND	SYSTEM-WIDE TECHNOLOGY SERVICE	SUPPORT OF LEA'S TECH PLAN	$975.72
	60509	GENERAL FUND	SYSTEM-WIDE TECHNOLOGY SERVICE	SUPPORT OF LEA'S TECH PLAN	$55.00
			Total for UNITED DATACOM NETWORKS, INC.		$1,030.72
VERIZON WIRELESS					
	60510	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$12.61
VEVERKA, JESSICA					
	60447	GENERAL FUND	ATHLETICS	OFFICIALS	$55.00
	60448	GENERAL FUND	ATHLETICS	OFFICIALS	$55.00
			Total for VEVERKA, JESSICA		$110.00
WEAVER'S SANITATION SVC, INC					
	60511	GENERAL FUND	OPERATION OF BUILDING SERVICE	DISPOSAL SERVICES	$810.00
WELLS FARGO VENDOR					
	60512	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$49.88
	60512	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$847.86
	60512	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$149.64
	60512	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$282.62
			Total for WELLS FARGO VENDOR		$1,330.00
WEX BANK					
	60513	GENERAL FUND	VEHICLE OPER/MAINT SERVICES	GASOLINE	$305.47
WICKER, BRIAN					
	60449	GENERAL FUND	ATHLETICS	OFFICIALS	$130.00
WOLF, WILLIAM					
	60450	GENERAL FUND	ATHLETICS	OFFICIALS	$75.00
			Total for GENERAL FUND		$949,750.98

Fund: 51 FOOD SERVICE

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
ABCO FIRE PROTECTION, INC					

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Fund: 51 FOOD SERVICE

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	17811	FOOD SERVICE	FOOD SERVICES	REPAIRS & MAINTENANCE SERVCS	$540.00
ANGELO PACIFICO AND SONS INC					
	17812	FOOD SERVICE	FOOD SERVICES	FOOD	$686.76
C M REGENT LLC					
	60466	FOOD SERVICE	PAYROLL DEDUCT. & WITHHOLDINGS	LIFE INSURANCE	$642.50
CURTZE FOOD SERVICE - BEDFORD					
	17813	FOOD SERVICE	FOOD SERVICES	FOOD	$1,027.02
	17813	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$99.44
			Total for CURTZE FOOD SERVICE - BEDFORD		$1,126.46
FEESERS INC					
	17814	FOOD SERVICE	FOOD SERVICES	FOOD	$1,885.44
	17814	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$766.41
			Total for FEESERS INC		$2,651.85
HEARTLAND PAYMENT SYSTEMS					
	17815	FOOD SERVICE	FOOD SERVICES	MISCELLANEOUS EXPENDITURES	$853.07
	17815	FOOD SERVICE	SUMMER RECREATION	MISCELLANEOUS EXPENDITURES	$853.07
			Total for HEARTLAND PAYMENT SYSTEMS		$1,706.14
HOSTETLER'S REFIGERATION					
	17816	FOOD SERVICE	FOOD SERVICES	REPAIRS & MAINTENANCE SERVCS	$1,467.00
IMLER'S POULTRY					
	17817	FOOD SERVICE	FOOD SERVICES	FOOD	$145.23
KEITH, CINDY					
	17818	FOOD SERVICE	SUMMER RECREATION	MISCELLANEOUS EXPENDITURES	$125.00
LOCKER PLANT LLC					
	17819	FOOD SERVICE	FOOD SERVICES	FOOD	$518.09
MOCK, JOLINDA					
	17820	FOOD SERVICE	FOOD SERVICES	MISCELLANEOUS EXPENDITURES	$55.94

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 09/11/2019 To Date: 10/08/2019

Fund: 51 FOOD SERVICE

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
NBC GENERAL FUND					
	17821	FOOD SERVICE	FOOD SERVICES	FOOD	$69.30
	17821	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$37.28
			Total for NBC GENERAL FUND		$106.58
QUEEN CITY F&P					
	17822	FOOD SERVICE	FOOD SERVICES	FOOD	$388.50
RITCHEYS DAIRY INC					
	17823	FOOD SERVICE	FOOD SERVICES	FOOD	$37.44
	17823	FOOD SERVICE	FOOD SERVICES	MILK	$2,285.23
	17823	FOOD SERVICE	FOOD SERVICES	SNACKS	$165.52
			Total for RITCHEYS DAIRY INC		$2,488.19
US FOODS					
	17824	FOOD SERVICE	FOOD SERVICES	FOOD	$7,265.64
	17824	FOOD SERVICE	FOOD SERVICES	SNACKS	$1,081.75
	17824	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$560.88
			Total for US FOODS		$8,908.27
			Total for FOOD SERVICE		$21,556.51

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
BEDFORD CANDIES					
	38921	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$460.20
BLACK, GARRY T					
	38922	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$250.00
CHS MUSIC PARENTS					
	38923	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$480.00
CLAYSBURG PIZZA					
	38913	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$2,117.00
DISTRICT 6 PMEA					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 09/11/2019 To Date: 10/08/2019

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	38924	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$45.00
FORT PIPER PRINTS					
	38915	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$100.00
MUSSELMAN, KRISTI					
	38925	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$37.58
NBC FOOD SERVICE					
	38926	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$61.25
NBC GENERAL FUND					
	38911	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$3,727.16
	38916	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$164.64
	38927	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$100.00
			Total for NBC GENERAL FUND		$3,991.80
PA FFA ASSOCIATION					
	38914	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$300.00
PRATT, SANDRA J					
	38928	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$47.85
ROCCO V FUNDRAISING AND FOOD DIST INC					
	38920	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$11,636.50
ROOTS IN THE COVE					
	38929	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$63.00
SNOWBERGER, KRISTINA					
	38912	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$100.00
	38917	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$200.00
			Total for SNOWBERGER, KRISTINA		$300.00
ST. JUDES CHILDREN HOSPITAL					
	38930	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$500.00
THE SNACK BASKET					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 09/11/2019 To Date: 10/08/2019

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	38918	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$332.00
TONYA'S APLLE DUMPLINGS & DELITES					
	38919	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$480.00
			Total for ACTIVITY FUND		$21,202.18
				Grand Total:	$992,509.67

Recap for FUND for GENERAL FUND

10	GENERAL FUND	$949,750.98
51	FOOD SERVICE	$21,556.51
81	ACTIVITY FUND	$21,202.18

End of Report

General Ledger - FUND 10 MAJOR FUNCTION MAJOR OBJECT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:9/30/2019

FUND / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
10 - GENERAL FUND						
1000 - INSTRUCTION						
100 - PERSONAL SERVICES - SALARIES	$4,445,777.54	$327,031.19	$327,031.19	$3,907,249.79	$211,496.56	4.76%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$3,226,450.84	$180,272.56	$180,272.56	$2,621,600.75	$424,577.53	13.16%
300 - PURCH PROFESS/TECH SERVICES	$413,150.00	$13,844.29	$13,844.29	$0.00	$399,305.71	96.65%
400 - PURCHASED PROPERTY SERVICES	$43,000.00	$21,906.48	$21,906.48	$14,634.76	$6,458.76	15.02%
500 - OTHER PURCHASED SERVICES	$541,790.80	$53,917.79	$53,917.79	$0.00	$487,873.01	90.05%
600 - SUPPLIES	$296,173.01	$121,939.36	$121,939.36	$34,695.89	$139,537.76	47.11%
700 - PROPERTY	$53,000.01	$0.00	$0.00	$0.00	$53,000.01	100.00%
800 - OTHER OBJECTS	$22,171.00	$3,747.30	$3,747.30	$420.00	$18,003.70	81.20%
1000 - INSTRUCTION Total:	$9,041,513.20	$722,658.97	$722,658.97	$6,578,601.19	$1,740,253.04	19.25%
2000 - SUPPORTING SERVICES						
000 - NON-CATEGORICAL	$0.00	$954.00	$954.00	$0.00	($954.00)	100.00%
100 - PERSONAL SERVICES - SALARIES	$1,502,129.85	$285,161.40	$285,161.40	$1,146,673.27	$70,295.18	4.68%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$1,055,545.99	$184,020.50	$184,020.50	$781,165.87	$90,359.62	8.56%
300 - PURCH PROFESS/TECH SERVICES	$100,360.95	$18,352.16	$18,352.16	$5,454.00	$76,554.79	76.28%
400 - PURCHASED PROPERTY SERVICES	$94,253.00	$14,592.78	$14,592.78	$36,854.47	$42,805.75	45.42%
500 - OTHER PURCHASED SERVICES	$906,523.99	$161,768.61	$161,768.61	$9,931.42	$734,823.96	81.06%
600 - SUPPLIES	$385,986.49	$82,588.12	$82,588.12	$103,375.16	$200,023.21	51.82%
700 - PROPERTY	$12,000.00	$0.00	$0.00	$0.00	$12,000.00	100.00%
800 - OTHER OBJECTS	$29,130.00	$37,665.77	$37,665.77	$1,200.00	($9,735.77)	-33.42%
2000 - SUPPORTING SERVICES Total:	$4,085,930.27	$785,103.34	$785,103.34	$2,084,654.19	$1,216,172.74	29.76%
3000 - OPERAT NONINSTRUCTNL SERVICES						
100 - PERSONAL SERVICES - SALARIES	$171,695.56	$25,802.49	$25,802.49	$122,236.88	$23,656.19	13.78%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$44,266.81	$10,177.45	$10,177.45	$43,276.41	($9,187.05)	-20.75%
300 - PURCH PROFESS/TECH SERVICES	$68,169.00	$8,084.00	$8,084.00	$1,343.50	$58,741.50	86.17%
400 - PURCHASED PROPERTY SERVICES	$9,510.00	$0.00	$0.00	$0.00	$9,510.00	100.00%
500 - OTHER PURCHASED SERVICES	$27,650.00	$430.40	$430.40	$0.00	$27,219.60	98.44%
600 - SUPPLIES	$34,950.00	$13,485.03	$13,485.03	$2,247.74	$19,217.23	54.98%
700 - PROPERTY	$10,050.00	$2,088.70	$2,088.70	$0.00	$7,961.30	79.22%
800 - OTHER OBJECTS	$6,785.00	$1,430.00	$1,430.00	$950.00	$4,405.00	64.92%
3000 - OPERAT NONINSTRUCTNL SERVICES Total:	$373,076.37	$61,498.07	$61,498.07	$170,054.53	$141,523.77	37.93%
4000 - FACILTES ACQUIST/CONSTRUC SER						
700 - PROPERTY	$32,000.00	$0.00	$0.00	$0.00	$32,000.00	100.00%
4000 - FACILTES ACQUIST/CONSTRUC SER Total:	$32,000.00	$0.00	$0.00	$0.00	$32,000.00	100.00%
5000 - FINANCING USES						
800 - OTHER OBJECTS	$275,168.75	$0.00	$0.00	$0.00	$275,168.75	100.00%

General Ledger - FUND 10 MAJOR FUNCTION MAJOR OBJECT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:9/30/2019

FUND / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
900 - OTHER FINANCING USES	$552,243.75	$0.00	$0.00	$0.00	$552,243.75	100.00%
5000 - FINANCING USES Total:	$827,412.50	$0.00	$0.00	$0.00	$827,412.50	100.00%
6000 - REVENUE FROM LOCAL SOURCES						
000 - NON-CATEGORICAL	($4,238,836.00)	($1,740,476.51)	($1,740,476.51)	$0.00	($2,498,359.49)	58.94%
6000 - REVENUE FROM LOCAL SOURCES Total:	($4,238,836.00)	($1,740,476.51)	($1,740,476.51)	$0.00	($2,498,359.49)	58.94%
7000 - REVENUE FROM STATE SOURCES						
000 - NON-CATEGORICAL	($9,343,029.11)	($2,027,266.79)	($2,027,266.79)	$0.00	($7,315,762.32)	78.30%
7000 - REVENUE FROM STATE SOURCES Total:	($9,343,029.11)	($2,027,266.79)	($2,027,266.79)	$0.00	($7,315,762.32)	78.30%
8000 - REVENUE FROM FEDERAL SOURCES						
000 - NON-CATEGORICAL	($344,851.00)	($67,135.47)	($67,135.47)	$0.00	($277,715.53)	80.53%
8000 - REVENUE FROM FEDERAL SOURCES Total:	($344,851.00)	($67,135.47)	($67,135.47)	$0.00	($277,715.53)	80.53%
10 - GENERAL FUND Total:	$433,216.23	($2,265,618.39)	($2,265,618.39)	$8,833,309.91	($6,134,475.29)	-1416.03%
Grand Total:	$433,216.23	($2,265,618.39)	($2,265,618.39)	$8,833,309.91	($6,134,475.29)	-1416.03%

End of Report

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:9/30/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
00 - NON-INST BLD-DW						
3250 - ATHLETICS						
121 - REGULAR SALARIES	$20,000.00	$5,000.01	$5,000.01	$14,999.99	$0.00	0.00%
131 - REGULAR SALARIES	$35,385.00	$1,305.00	$1,305.00	$29,050.00	$5,030.00	14.22%
211 - MEDICAL INSURANCE	$0.00	$10.16	$10.16	$4,526.55	($4,536.71)	100.00%
212 - DENTAL INSURANCE	$0.00	$0.00	$0.00	$157.76	($157.76)	100.00%
215 - EYE CARE INSURANCE	$0.00	$0.00	$0.00	$51.48	($51.48)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$4,236.98	$348.94	$348.94	$2,980.13	$907.91	21.43%
230 - RETIREMENT CONTRIBUTIONS	$3,588.45	$435.14	$435.14	$5,122.95	($1,969.64)	-54.89%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$9.61	$9.61	$1,312.00	($1,321.61)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$0.67	$0.67	$92.15	($92.82)	100.00%
260 - WORKMEN'S COMPENSATION	$304.66	$1,217.52	$1,217.52	$0.00	($912.86)	-299.63%
329 - PROFESSIONAL ED SERVICES-OTHER	$41,000.00	$0.00	$0.00	$0.00	$41,000.00	100.00%
519 - STUD TRANS SERV OTHR SOURCES	$25,000.00	$92.00	$92.00	$0.00	$24,908.00	99.63%
610 - SUPPLIES	$9,000.00	$10.56	$10.56	$0.00	$8,989.44	99.88%
00 - NON-INST BLD-DW Total:	$138,515.09	$8,429.61	$8,429.61	$58,293.01	$71,792.47	51.83%
60 - ALL SPORTS						
3250 - ATHLETICS						
580 - TRAVEL/EXPENSES	$700.00	$0.00	$0.00	$0.00	$700.00	100.00%
610 - SUPPLIES	$4,100.00	$2,189.52	$2,189.52	$0.00	$1,910.48	46.60%
810 - DUES AND FEES	$2,100.00	$20.00	$20.00	$0.00	$2,080.00	99.05%
60 - ALL SPORTS Total:	$6,900.00	$2,209.52	$2,209.52	$0.00	$4,690.48	67.98%
61 - BASEBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$190.00	$0.00	$0.00	$0.00	$190.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$14.54	$0.00	$0.00	$0.00	$14.54	100.00%
230 - RETIREMENT CONTRIBUTIONS	$65.15	$0.00	$0.00	$0.00	$65.15	100.00%
260 - WORKMEN'S COMPENSATION	$1.05	$0.00	$0.00	$0.00	$1.05	100.00%
331 - OFFICIALS	$1,810.00	$0.00	$0.00	$0.00	$1,810.00	100.00%
610 - SUPPLIES	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
761 - UNIFORMS	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
61 - BASEBALL Total:	$7,080.74	$0.00	$0.00	$0.00	$7,080.74	100.00%
62 - BOYS BASKETBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$11,725.00	$0.00	$0.00	$6,350.00	$5,375.00	45.84%
220 - SOCIAL SECURITY CONTRIBUTIONS	$896.98	$0.00	$0.00	$477.47	$419.51	46.77%
230 - RETIREMENT CONTRIBUTIONS	$1,527.62	$0.00	$0.00	$1,282.42	$245.20	16.05%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:9/30/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
260 - WORKMEN'S COMPENSATION	$64.51	$0.00	$0.00	$0.00	$64.51	100.00%
331 - OFFICIALS	$3,805.00	$0.00	$0.00	$0.00	$3,805.00	100.00%
332 - SECURITY	$448.00	$0.00	$0.00	$0.00	$448.00	100.00%
580 - TRAVEL/EXPENSES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
610 - SUPPLIES	$1,000.00	$0.00	$0.00	$0.00	$1,000.00	100.00%
810 - DUES AND FEES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
62 - BOYS BASKETBALL Total:	$19,667.11	$0.00	$0.00	$8,109.89	$11,557.22	58.76%
63 - GIRLS BASKETBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$12,655.00	$0.00	$0.00	$9,160.00	$3,495.00	27.62%
220 - SOCIAL SECURITY CONTRIBUTIONS	$968.12	$0.00	$0.00	$700.78	$267.34	27.61%
230 - RETIREMENT CONTRIBUTIONS	$2,786.07	$0.00	$0.00	$2,071.09	$714.98	25.66%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$0.00	$0.00	$999.68	($999.68)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$0.00	$0.00	$70.21	($70.21)	100.00%
260 - WORKMEN'S COMPENSATION	$69.62	$0.00	$0.00	$0.00	$69.62	100.00%
331 - OFFICIALS	$3,625.00	$0.00	$0.00	$0.00	$3,625.00	100.00%
332 - SECURITY	$448.00	$0.00	$0.00	$0.00	$448.00	100.00%
580 - TRAVEL/EXPENSES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
610 - SUPPLIES	$1,000.00	$0.00	$0.00	$0.00	$1,000.00	100.00%
810 - DUES AND FEES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
63 - GIRLS BASKETBALL Total:	$21,751.81	$0.00	$0.00	$13,001.76	$8,750.05	40.23%
64 - Undesignated						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$300.00	$0.00	$0.00	$0.00	$300.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$22.95	$0.00	$0.00	$0.00	$22.95	100.00%
230 - RETIREMENT CONTRIBUTIONS	$102.87	$0.00	$0.00	$0.00	$102.87	100.00%
260 - WORKMEN'S COMPENSATION	$1.65	$0.00	$0.00	$0.00	$1.65	100.00%
64 - Undesignated Total:	$427.47	$0.00	$0.00	$0.00	$427.47	100.00%
65 - FOOTBALL CHEERLEADERS						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$2,580.00	$1,290.00	$1,290.00	$1,290.00	$0.00	0.00%
212 - DENTAL INSURANCE	$0.00	$0.18	$0.18	$9.72	($9.90)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$197.38	$95.53	$95.53	$95.55	$6.30	3.19%
230 - RETIREMENT CONTRIBUTIONS	$884.69	$442.35	$442.35	$442.35	($0.01)	0.00%
260 - WORKMEN'S COMPENSATION	$14.20	$0.00	$0.00	$0.00	$14.20	100.00%
610 - SUPPLIES	$500.00	$500.00	$500.00	$0.00	$0.00	0.00%
810 - DUES AND FEES	$75.00	$0.00	$0.00	$0.00	$75.00	100.00%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:9/30/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
65 - FOOTBALL CHEERLEADERS Total:	$4,251.27	$2,328.06	$2,328.06	$1,837.62	$85.59	2.01%
66 - WINTER CHEERLEADERS						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$2,130.00	$0.00	$0.00	$2,010.00	$120.00	5.63%
220 - SOCIAL SECURITY CONTRIBUTIONS	$162.95	$0.00	$0.00	$153.79	$9.16	5.62%
260 - WORKMEN'S COMPENSATION	$11.72	$0.00	$0.00	$0.00	$11.72	100.00%
610 - SUPPLIES	$500.00	$0.00	$0.00	$0.00	$500.00	100.00%
810 - DUES AND FEES	$75.00	$0.00	$0.00	$0.00	$75.00	100.00%
66 - WINTER CHEERLEADERS Total:	$2,879.67	$0.00	$0.00	$2,163.79	$715.88	24.86%
67 - FOOTBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$24,675.00	$9,688.49	$9,688.49	$12,056.51	$2,930.00	11.87%
220 - SOCIAL SECURITY CONTRIBUTIONS	$1,887.67	$733.37	$733.37	$914.43	$239.87	12.71%
230 - RETIREMENT CONTRIBUTIONS	$5,669.86	$2,050.70	$2,050.70	$2,226.97	$1,392.19	24.55%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$1,188.82	$1,188.82	$1,782.06	($2,970.88)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$83.46	$83.46	$125.19	($208.65)	100.00%
260 - WORKMEN'S COMPENSATION	$135.75	$0.00	$0.00	$0.00	$135.75	100.00%
331 - OFFICIALS	$6,760.00	$2,580.00	$2,580.00	$47.50	$4,132.50	61.13%
332 - SECURITY	$1,260.00	$544.00	$544.00	$716.00	$0.00	0.00%
430 - REPAIRS & MAINTENANCE SERVCS	$5,500.00	$0.00	$0.00	$0.00	$5,500.00	100.00%
580 - TRAVEL/EXPENSES	$50.00	$0.00	$0.00	$0.00	$50.00	100.00%
610 - SUPPLIES	$4,200.00	$4,048.82	$4,048.82	$0.00	$151.18	3.60%
761 - UNIFORMS	$2,350.00	$2,088.70	$2,088.70	$0.00	$261.30	11.12%
810 - DUES AND FEES	$550.00	$550.00	$550.00	$950.00	($950.00)	-172.73%
67 - FOOTBALL Total:	$53,038.28	$23,556.36	$23,556.36	$18,818.66	$10,663.26	20.10%
68 - BOYS SOCCER						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$7,650.00	$3,271.01	$3,271.01	$4,018.99	$360.00	4.71%
220 - SOCIAL SECURITY CONTRIBUTIONS	$585.24	$245.24	$245.24	$302.49	$37.51	6.41%
230 - RETIREMENT CONTRIBUTIONS	$2,132.84	$925.48	$925.48	$1,083.90	$123.46	5.79%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$183.28	$183.28	$274.92	($458.20)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$12.88	$12.88	$19.32	($32.20)	100.00%
260 - WORKMEN'S COMPENSATION	$42.09	$0.00	$0.00	$0.00	$42.09	100.00%
331 - OFFICIALS	$735.00	$1,260.00	$1,260.00	$130.00	($655.00)	-89.12%
610 - SUPPLIES	$800.00	$208.31	$208.31	$950.08	($358.39)	-44.80%
68 - BOYS SOCCER Total:	$11,945.17	$6,106.20	$6,106.20	$6,779.70	($940.73)	-7.88%
69 - GIRLS SOCCER						

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:9/30/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$4,230.00	$1,965.00	$1,965.00	$1,965.00	$300.00	7.09%
220 - SOCIAL SECURITY CONTRIBUTIONS	$323.60	$145.06	$145.06	$145.08	$33.46	10.34%
230 - RETIREMENT CONTRIBUTIONS	$102.87	$673.82	$673.82	$673.82	($1,244.77)	-1210.04%
260 - WORKMEN'S COMPENSATION	$23.27	$0.00	$0.00	$0.00	$23.27	100.00%
331 - OFFICIALS	$875.00	$1,670.00	$1,670.00	$120.00	($915.00)	-104.57%
610 - SUPPLIES	$600.00	$2,486.86	$2,486.86	$0.00	($1,886.86)	-314.48%
761 - UNIFORMS	$2,800.00	$0.00	$0.00	$0.00	$2,800.00	100.00%
69 - GIRLS SOCCER Total:	$8,954.74	$6,940.74	$6,940.74	$2,903.90	($889.90)	-9.94%
70 - SOFTBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$190.00	$0.00	$0.00	$0.00	$190.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$14.54	$0.00	$0.00	$0.00	$14.54	100.00%
230 - RETIREMENT CONTRIBUTIONS	$65.15	$0.00	$0.00	$0.00	$65.15	100.00%
260 - WORKMEN'S COMPENSATION	$1.05	$0.00	$0.00	$0.00	$1.05	100.00%
331 - OFFICIALS	$2,030.00	$0.00	$0.00	$0.00	$2,030.00	100.00%
610 - SUPPLIES	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
761 - UNIFORMS	$400.00	$0.00	$0.00	$0.00	$400.00	100.00%
70 - SOFTBALL Total:	$5,200.74	$0.00	$0.00	$0.00	$5,200.74	100.00%
71 - TRACK						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$3,700.00	$624.99	$624.99	$625.01	$2,450.00	66.22%
213 - LIFE INSURANCE	$0.00	$0.51	$0.51	$1.02	($1.53)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.64	$0.64	$1.28	($1.92)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$283.05	$45.78	$45.78	$45.78	$191.49	67.65%
230 - RETIREMENT CONTRIBUTIONS	$1,268.73	$214.32	$214.32	$214.32	$840.09	66.22%
260 - WORKMEN'S COMPENSATION	$20.35	$0.00	$0.00	$0.00	$20.35	100.00%
331 - OFFICIALS	$1,855.00	$0.00	$0.00	$0.00	$1,855.00	100.00%
610 - SUPPLIES	$3,000.00	$2,000.00	$2,000.00	$0.00	$1,000.00	33.33%
761 - UNIFORMS	$2,000.00	$0.00	$0.00	$0.00	$2,000.00	100.00%
810 - DUES AND FEES	$1,200.00	$0.00	$0.00	$0.00	$1,200.00	100.00%
71 - TRACK Total:	$13,327.13	$2,886.24	$2,886.24	$887.41	$9,553.48	71.68%
72 - VOLLEYBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$7,313.00	$2,657.99	$2,657.99	$3,622.01	$1,033.00	14.13%
213 - LIFE INSURANCE	$0.00	$0.57	$0.57	$1.14	($1.71)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.58	$0.58	$1.16	($1.74)	100.00%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:9/30/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
220 - SOCIAL SECURITY CONTRIBUTIONS	$559.45	$201.40	$201.40	$274.98	$83.07	14.85%
230 - RETIREMENT CONTRIBUTIONS	$1,304.05	$250.32	$250.32	$250.32	$803.41	61.61%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$617.72	$617.72	$926.58	($1,544.30)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$43.40	$43.40	$65.10	($108.50)	100.00%
260 - WORKMEN'S COMPENSATION	$40.23	$0.00	$0.00	$0.00	$40.23	100.00%
331 - OFFICIALS	$2,230.00	$2,030.00	$2,030.00	$330.00	($130.00)	-5.83%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$151.20	$151.20	$0.00	($151.20)	100.00%
610 - SUPPLIES	$500.00	$552.54	$552.54	$0.00	($52.54)	-10.51%
810 - DUES AND FEES	$285.00	$195.00	$195.00	$0.00	$90.00	31.58%
72 - VOLLEYBALL Total:	$12,231.73	$6,700.72	$6,700.72	$5,471.29	$59.72	0.49%
73 - WRESTLING						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$12,647.00	$0.00	$0.00	$11,280.00	$1,367.00	10.81%
220 - SOCIAL SECURITY CONTRIBUTIONS	$967.51	$0.00	$0.00	$859.95	$107.56	11.12%
230 - RETIREMENT CONTRIBUTIONS	$1,662.03	$0.00	$0.00	$1,289.34	$372.69	22.42%
260 - WORKMEN'S COMPENSATION	$69.57	$0.00	$0.00	$0.00	$69.57	100.00%
331 - OFFICIALS	$840.00	$0.00	$0.00	$0.00	$840.00	100.00%
332 - SECURITY	$448.00	$0.00	$0.00	$0.00	$448.00	100.00%
580 - TRAVEL/EXPENSES	$1,700.00	$0.00	$0.00	$0.00	$1,700.00	100.00%
610 - SUPPLIES	$500.00	$0.00	$0.00	$0.00	$500.00	100.00%
810 - DUES AND FEES	$2,300.00	$665.00	$665.00	$0.00	$1,635.00	71.09%
73 - WRESTLING Total:	$21,134.11	$665.00	$665.00	$13,429.29	$7,039.82	33.31%
Grand Total:	$327,305.06	$59,822.45	$59,822.45	$131,696.32	$135,786.29	41.49%

End of Report

General Ledger - FUND 51 - FOOD SERVICE - BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:9/30/2019

FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance
0102 - FOOD SERVICE CASH					
000 - NON-CATEGORICAL	$0.00	$13,511.38	$13,511.38	$0.00	($13,511.38)
0402 - INTERFUND ACCOUNTS PAYABLE					
000 - NON-CATEGORICAL	$0.00	($36,836.38)	($36,836.38)	$0.00	$36,836.38
0462 - PAYROLL DEDUCT. & WITHHOLDINGS					
215 - EYE CARE INSURANCE	$0.00	$4,039.18	$4,039.18	$0.00	($4,039.18)
3100 - FOOD SERVICES					
150 - OFFICE/CLERICAL	$0.00	$1,891.04	$1,891.04	$22,692.56	($24,583.60)
190 - INSTRUCTIONAL ASST	$0.00	$27,982.01	$27,982.01	$46,454.40	($74,436.41)
211 - MEDICAL INSURANCE	$0.00	$4,937.10	$4,937.10	$46,272.00	($51,209.10)
212 - DENTAL INSURANCE	$0.00	$22.74	$22.74	$859.20	($881.94)
213 - LIFE INSURANCE	$0.00	$101.60	$101.60	$323.30	($424.90)
214 - INCOME PROTECTION INSURANCE	$0.00	$73.33	$73.33	$253.62	($326.95)
215 - EYE CARE INSURANCE	$0.00	$60.96	$60.96	$391.96	($452.92)
220 - SOCIAL SECURITY CONTRIBUTIONS	$0.00	$2,248.10	$2,248.10	$5,188.19	($7,436.29)
230 - RETIREMENT CONTRIBUTIONS	$0.00	$10,091.26	$10,091.26	$23,583.71	($33,674.97)
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$148.85	$148.85	$126.79	($275.64)
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$3.35	$3.35	$0.00	($3.35)
290 - OTHER EMPLOYEE BENEFITS	$0.00	$0.00	$0.00	$10,500.00	($10,500.00)
430 - REPAIRS & MAINTENANCE SERVCS	$0.00	$2,298.85	$2,298.85	$0.00	($2,298.85)
610 - SUPPLIES	$0.00	$3,931.56	$3,931.56	$3,780.75	($7,712.31)
630 - FOOD	$0.00	$755.35	$755.35	$0.00	($755.35)
631 - FOOD	$0.00	$11,325.65	$11,325.65	$0.00	($11,325.65)
632 - MILK	$0.00	$2,285.23	$2,285.23	$0.00	($2,285.23)
634 - SNACKS	$0.00	$1,247.27	$1,247.27	$0.00	($1,247.27)
650 - TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$0.00	$400.00	$400.00	$0.00	($400.00)
890 - MISCELLANEOUS EXPENDITURES	$0.00	$1,066.01	$1,066.01	$0.00	($1,066.01)
3310 - SUMMER RECREATION					
890 - MISCELLANEOUS EXPENDITURES	$0.00	$1,253.01	$1,253.01	$0.00	($1,253.01)
6510 - INT INVEST & INT-BEAR CK ACCT					
000 - NON-CATEGORICAL	$0.00	($1.29)	($1.29)	$0.00	$1.29
6611 - DAILY SALES-SCHL LUNCH PROGM					
000 - NON-CATEGORICAL	$0.00	($33,483.90)	($33,483.90)	$0.00	$33,483.90
6614 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($2,662.70)	($2,662.70)	$0.00	$2,662.70
6621 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($1,772.00)	($1,772.00)	$0.00	$1,772.00

General Ledger - FUND 51 - FOOD SERVICE - BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:9/30/2019

FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance
6630 - SPECIAL FUNCTIONS					
000 - NON-CATEGORICAL	$0.00	($154.42)	($154.42)	$0.00	$154.42
7610 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($232.60)	($232.60)	$0.00	$232.60
7611 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($705.00)	($705.00)	$0.00	$705.00
8530 - CHILD NUTRITION PROGRAM					
000 - NON-CATEGORICAL	$0.00	($3,535.75)	($3,535.75)	$0.00	$3,535.75
8531 - SUBSDY MILK,LUNCH,BRKFAST PRO					
000 - NON-CATEGORICAL	$0.00	($10,289.79)	($10,289.79)	$0.00	$10,289.79
Grand Total:	$0.00	$0.00	$0.00	$160,426.48	($160,426.48)

End of Report

NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS
FOOD SERVICE
TUESDAY, OCTOBER 8, 2019
SERVICE PERIOD SEPTEMBER 2019

September Participation

Breakfast		Lunch	
Total Served	6,761	Total Served	13,835
Participation % of student body eating breakfast	39%	Participation % of student body eating lunch	81%

Current Free/Reduced Percentage

High/Middle School –41.51%

Elementary –41.61%

The Board of Directors of the Northern Bedford County School District met on Tuesday, November 12, 2019 at 6:00 pm in Room 136 of the high school building in Loysburg, PA.

The following board members were present: David Chisholm, Steve Cottle, John Eshelman, Chad Mickle, Mike Miller, David Potchak, Tammy Reasy, Ralph Scott, Randy Wiand. Also present were Mr. Todd B. Beatty, Superintendent; Mr. Trevor Replogle, Elementary School Principal; Mr. Wayne Sherlock, Middle School Principal; Mrs. Lindsay Cherry, Special Education Supervisor; Ms. Teri Biddle, Business Manager/Board Secretary.

Public in attendance at the pre-session and/or the public session of the November 12, 2019 meeting included: Katie Smolen representing the Bedford Gazette and Ian Sherlock.

1. Randy Wiand, Board President, called the meeting to order.
2. John Eshelman led the Pledge to the flag and prayer.
3. Roll call of the board members showed all members present.
4. Mr. Beatty, Superintendent, reviewed the agenda.
5. The student representative report was given by Ian Sherlock. He reported that the FCCLA has a food drive currently underway and its been a good success. The week of October 28, 2019 the SADD group sponsored the RED Ribbon week with various activities. The Cross Country team won its second District V Title with Ian Zimmerman finishing 5th at the State level. The football team did well this season finishing as runners up to the District championship. The Vocational building hosted their Annual Fall Fest for the elementary students this past month. On November 8, the annual Veterans Day assembly was held. The marching band has been busy finishing the football season as well as attending Bedford and Everett's Halloween parades. He finished his report, by announcing that the PRIDE team began to paint windows in the Ramp areas promoting the PRIDE concepts.
6. John Eshelman and David Chisholm were given PSBA Recognition of 8 years of service. Also the board recognized David Chisholm for his service as an outgoing member of the school board.
7. There were no items of communication read.
8. It was announced that the December school board meeting will be held December 5, 2019 beginning at 6 pm in the high school building Room 136. This is early in the month due to the re-organization of the board.
9. Mr. Eshelman moved, seconded by Mr. Miller, to approve the minutes from the November 12, 2019 board meeting. All members present voted "yes".
10. Mr. Scott gave his report on the PSBA Legislative meeting.
11. Mr. Mickle moved, seconded by Mrs. Reasy to approve RaShanda Keith as Elementary Instructional Assistant at $11.40/hour for 6 hours per day pending clearances. All members present voted "yes".
12. Mr. Scott moved, seconded by Mrs. Reasy to do the following items on a consent motion. All members present voted "yes".
    - Approve the following as support staff substitute teachers.

Barbara Childers Food Service, Secretary, Instructional Aide

- Approve volunteers for winter sports season.

  Deidra Mellott Volunteer Elementary Wrestling

13. Mr. Potchak moved, seconded by Mr. Scott to do the following items on a consent motion. All members present voted "yes".

    - Approve student athletes to participate and represent Northern Bedford County School District in indoor track for the Winter 2019/20 season. The parents are responsible for all transportation to and from meets as well as all entry fees and expenses incurred as a result of their participation.

    - Approve Brian Frederick to offer an Adult Cabinetmaking course to be offered Monday and Wednesdays beginning January 6, 2020 and ending February 26, 2020 from 6 pm until 9 pm each evening. A fee of $150 for the class will be charged plus an additional fee for the purchase of their wood supplies. Class size is limited to 13 on a first come first serve basis.

    - Approve Diane Rhodes as a Van Driver for Leidy Transportation pending clearances.

    - Approve a foreign exchange student to begin the 2020/21 school year under the age of 16. The student will turn 16 in the first quarter of attending next school year.

14. Mr. Eshelman moved, seconded by Mr. Mickle, to approve the following reports and invoices
    Administrative Reports
    Federal Programs
    Athletic Report
    Financial Reports and Budgetary Transfers
    Approve payment of invoices

15. A report was given from the Building and Grounds Committee.
16. Mr. Eshelman moved, seconded by Mr. Miller to adjourn the meeting at 7:27 pm.

_____
Teri L. Biddle, Business Manager/Board Secretary

_____
Tammy Reasy, Board Treasurer

NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS



Administrative Reports

Superintendent Administrative Report	Todd Beatty Superintendent
Elementary School Report	Trevor Replogle Elementary Principal
Middle School Report	Wayne Sherlock Middle School Principal
High School Report	Michael O'Dellick High School Principal
Athletics Report	Michael O'Dellick High School Principal

SUPERINTENDENT

PVASS RESULTS

Our PVAAS results showed that our students showed significant growth in ELA and moderate growth in Alg. 1. Our 5th grade students showed moderate growth in math and ELA as well as our 4th graders in science. Overall, the middle school students maintained a year's worth of growth.

SCHOOL PERFORMANCE PROFILE

Last week we received our School Performance Profile (SPP) score for each building. The high school score was 82.5, middle school was 72.4, and the elementary score was 85.6. A score of 70 or above is good.

CROSS COUNTRY DISTRICT 5 CHAMPIONSHIP

Congratulations to the boys cross country for winning the District 5 championship at the Bedford CTC. Ian Zimmerman was the first runner to cross the line to win the individual championship for the third consecutive year. Ian Sherlock came in second. You can't win a championship on just first and second place; the rest of the team gave a very strong showing which cinched the win for NBC. At States, Ian Zimmerman placed 5th. The top 25 runners receive a medal so he did very well and I am sure is looking to improve his position next year. Harley Socie also took the 5th and final position for states at the District 5 championship. She placed 168 out of 209 which is quite good considering she is a freshman and just began her career in cross country.

PROPERTY TAX RELIEF

Once again I have been hearing calls from our politicians on property taxes. As a property owner myself, I know how great this sounds. Please remember, their last attempt at this would raise the sales tax, earned income tax (EIT), and create taxes on necessities such as clothing and diapers. I have not heard the specifics to date on how the politicians plan to offset the property tax loss. In addition, and perhaps the most important, without property taxes **all local control is lost**. Property taxes come directly to the district. Sales tax and EIT goes to the state. This change would give sole discretion to Harrisburg on all funding for local school districts.

SUPERINTENDENT (CONT'D)

CYBER SCHOOL

Finally, there seems to be momentum for our state politicians to take the local public school concerns serious on the financial disparity between public cyber schools and public brick and mortar schools. Just to show the disparity, a student that wanted to attend NBC from another district would be required to pay $8,718.74 for elementary and $11,786.61 for Middle/High School regardless if they were a regular education student or a special education student. When student from NBC enrolls in a public cyber school, the district is required to pay $11,614.73 dollars for a regular student and $24,514.15 for a special education student. Every time I look at these numbers I can't help but wonder what I am missing. It seems like such a simple fix for Harrisburg. But, here we are still paying the outrageous differences. I implore every citizen of this district to contact our state politicians and express concerns over such a disparity. PSBA launched the following website to provide members of the board and community with factual data. The website is: https://www.pacharterchange.org/

ELEMENTARY

Veterans Day

This year's Veterans Day assembly was held on Friday, November 8. Our Little Panthers celebrated the dedicated service and contributions that the members of our armed forces make for our country. We are always proud to host many Veterans and their families for this program. Numerous students and staff have a part in this program to honor our local Veterans. Mr. Dan Dainty was the guest speaker for this year's program and did a great job.

Report Cards/Parent-Teacher Conferences

Students in the elementary school took home their first marking period report cards on October 29. Parents and teachers will have an opportunity to discuss the students' progress during parent-teacher conference days – November 26 and 27.

Thanksgiving Meal

We held our annual Thanksgiving meal for the elementary school on Thursday, November 7. This is always a well-received event for our school drawing over numerous. The cafeteria staff, custodians, and lunch supervisors always do a fantastic job providing an enjoyable experience for our students and guests.

Character Kids

Each month we recognize a Character Kid of the month based on the Character Traits of Responsibility, Citizenship, Caring, Respect, Trustworthiness, and Fairness. The October Character Kids are Whitney Suter (K4), Kaitlyn Dick (K), Josalinn Zelanko (1), Caden Taylor (2), Caden Imler (3), Aubrey Holsinger (4), and Isaiah Baker (5).

The Character Kids for the month of September were Aden Zimmerman (K4), Lanie Snyder (K), Livie Steele (1), Chloe Wentz (2), Hadassah Brockus (3), Mallory Gates (4), and Kitt Reininger (5).

Elementary School Assessment Update

Below you will see the PSSA assessment results for the elementary school compared to the state average. The chart shows the percentage of Northern Bedford ES students that scored proficient/advanced on each assessment compared to the state average.

Subject	Grade	NBCES	State
Math	3	54.0	55.8
	4	52.4	46.3
	5	50.9	42.9
ELA	3	74.0	61.5
	4	90.5	63.5
	5	81.1	58.4
Science	4	96.8	77.1

FEDERAL PROGRAMS REPORT

Participation Letters

It is hard to believe that we are officially working on items for next school year when the first marking period is only recently completed. A requirement of the Title Programs is to invite the non-public schools that have eligible private school children to participate in the Title programs. Each year we must send letters to the directors of these schools to participate in Title for the 2020-21 school year. These letters were sent at the end of October.

Comparability Report/Assurance

Another requirement of the Title Program is to ensure all students have equal access to the benefits provided through the Title Program. This can be a concern for districts that have multiple buildings housing same grade students within each building. (i.e. A district that has multiple elementary schools.) This is not a concern for us with us having just one building our students do have equal access to these benefits.

Title I Breakfast meeting

On November 25, elementary parents are invited to come to school to eat breakfast with their children and to participate in a Title I presentation in the library. Parents will be informed about our Title I funding and programs. Mr. Replogle and other Title I staff will then have a discussion with parents on suggestions for improving our Title services.

MIDDLE SCHOOL

Middle School Students of the Month for October

Grade 6	Halle Baker	Mark and Misty Baker
	Dustin O'Brian	Roseann O'Brian
Grade 7	Addison Love	Jesse and Dawn Love
	Travis Hutton	Jennifer Hutton
Grade 8	Leah Swanseen	David and Emily Swanseen
	Noah Baker	Lucas and Kerri Baker

Middle School Students of the Month for November

Grade 6	Emalee Bowser	Mike and Ashley Bowser
	Connor Donaldson	David and Tisha Donaldson
Grade 7	Ella Heaton	Vince and Darci Heaton
	Benjamin Pritchett	Josh and Kendra Pritchett
Grade 8	Dani Imler	Dan and Amy Imler
	Chase Imes	Corey and Nicole Imes

PSSA Results

The following tables compare the middle school as a whole to state averages and each grade level at NBCMS to the state averages for each grade level.

Percentage of Northern Bedford MS Students Advanced/Proficient Compared to the State

Subject	NBCMS	State
ELA	73.2	60.4
Mathematics	33.9	36.5
Science	73.4	58.2

Percentage of Northern Bedford MS Students Advanced/Proficient Compared to the State by Grade

Subject	Grade	NBCMS	State
ELA	6	77.3	63.0
	7	73.5	60.4
	8	68.8	57.9
Mathematics	6	44.6	39.0
	7	38.2	38.2
	8	18.8	32.2
Science	8	73.4	58.2

The teachers and students are commended for their efforts with the PSSA testing. Our ELA scores, Grade 6 mathematics and science scores are above the state averages. However, our Grade 7

mathematics score is equal to the state average and the Grade 8 mathematics score is below the state average.

MIDDLE SCHOOL (cont'd)

Junior High County Chorus

Ebbie Beery, Jessie Clark, Jackie Clevenger, Nick Clevenger, Isaac Dibert, Clara Hoffman, Aleah Loose, Madison Miller, Wyatt Steele and Mr. Keith participated in Bedford County Junior High Chorus Festival on October 23 and 24. The Festival was held at Bedford High School and concluded with a concert at 7:00 PM on October 24. During the concert, Jackie Clevenger, Nick Clevenger, and Wyatt Steele were featured as soloists.

Veterans Day Assembly

On Friday, November 8, the Middle School and High School students paid tribute to our military veterans at our annual Veterans Day Assembly. Mr. Keith and the high school chorus provided a number of songs. Luke Welsh, Nick Garner, and Tavian Walter, members of the NBC Class of 2020 who are intending to serve in the US Military upon graduation, served as hosts of the assembly. Several high school students read essays they prepared for the VFW essay competition. Byron Musselman, a 1966 graduate and life-long resident of NBC served as the main speaker. Mr. Musselman is a Vietnam veteran serving as a medical corpsman. The assembly closed with Abby Mickle and Arissah Mickey playing Taps. Once again, Mr. Gable did an outstanding job organizing our Veterans Day Assembly.

End of Marking Period 1

The end of the first marking period concluded on Wednesday, October 23. Report cards went home with students on Monday, October 28. The local newspapers received the High Honors and Honor Roll lists and letters were sent home to the students who achieved this recognition.

Juuling/Vaping Presentation

On Monday, October 28 Sherri Stayer, Executive Director of the Lung Disease Association of Central Pennsylvania, provided up-to-date information to our students on the dangers and misconceptions associated with juuling and eCigarettes. Many parents and students believe this is a safe alternative to traditional cigarettes. Ms. Stayer shared with the students the story of a student from Bishop McCort who was hospitalized and suffered severe lung damage from vaping this past summer. Ms. Stayer also shared that the week prior to her presenting to our students, the first confirmed death attributed to vaping in Pennsylvania was recorded.

A "vape pod" contains more nicotine than a pack of cigarettes. Many of the manufacturers target youth through advertising and flavored pods. Tobacco companies are now buying interests in the eCigarette companies with the intent of creating the next generation of smokers. There is no oversite by the FDA or any other government agency in regard to the vaping industry. There is a general consensus that the major manufacturers are providing some quality control with their products but there is major concern with the products that come from "mom and pop" stores. Another concern is the use of pods that have THC, the chemical that is responsible for most of the psychological effects of marijuana.

Parent-Teacher Conferences

Parent-Teacher conferences are scheduled for Tuesday, November 26 and Wednesday, November 27. Parent-Teacher conferences are an excellent opportunity to keep parents aware of the progress that their children are making and to build positive school-home relationships that will benefit the students.

MIDDLE SCHOOL (cont'd)

Upcoming Events

November 18-19	Mobile Dentist
November 18	First day of Winter Sports Practices
November 20	Fall Picture Retakes
November 22	Mid-Point of 2nd Marking Period
November 26	Two Hour Early Dismissal – PM – Parent/Teacher Conferences
November 27	No School – AM – Parent/Teacher Conferences
November 28-29	No School – Happy Thanksgiving
December 2	No School – Deer Season
December 3	No School – Deer Season – Make-Up Day #1

HIGH SCHOOL

CTE Update/OAC Meeting Summary

The semiannual Occupational Advisory Committee (OAC) meeting was held on Thursday, October 31. The focus of the fall OAC meeting was facilities, equipment and supplies. Each of the four CTE departments collaborated with industry experts from the community in their program to evaluate the current state of our program's facilities, equipment and supplies as well as any identified needs moving forward. Below is a breakdown of the percentage of students that scored competent and advanced on the NOCTI exam.

CTE Program	State Avg Score	NBC Avg Score	NBC % Adv. + Comp.
Agriculture	79.5	86.8	100%
Automotive	74.8	87.8	100%
Building Co.	73.9	82.3	100%
Horticulture	73.1	83.5	100%
Average	75.3	85.1	100%

Keystone Achievement Results

Percentage of Northern Bedford Seniors Advanced/Proficient compared to the State.

Subject	NBC	State
Algebra 1	87.3	45.2
Biology	84.5	66.0
Literature	91.5	62.1
Average	87.8	57.8

These scores are a true reflection of the hard work, dedication, and pride our students and staff take in their educational programs.

Keystone Local Assessment

Seniors have recently completed the first Keystone Local Assessment re-test with the expectation of scoring advanced or proficient on the test. Any student scoring at this level on the retest meets our graduation requirement. Also, underclassmen that have deficiencies as indicated by the *Spring Keystone Exam* are receiving additional instruction in preparation for the *Winter Keystone Exams*.

Report Cards and Parent/Teacher Conferences

The report cards for the first marking period were sent home on Monday, October 28. Parent/Teacher Conferences will be held on Tuesday, November 26 from 1:30—8:00 PM and Wednesday, November 27 from 8:00—11:30 AM. Parents will receive information allowing them to request a conference with their children's teachers. The conference provides a valuable bridge between parent and school relations.

HIGH SCHOOL REPORT (cont'd)

Veterans Day Assembly

On Friday, November 8 the middle school and high school students paid tribute to our military veterans at our annual Veterans Day Assembly. Mr. Keith and the high school chorus provided a number of patriotic songs. The closing remarks, delivered by the principals, called for the students to reflect on the powerful messages that were delivered at the assembly and to be sure to thank a veteran for their service on Veterans Day. Once again, Mr. Gable did a great job this year, as he has in past years, organizing the Veterans Day Assembly for the middle and high school.

BCTC National Technical Honor Society

The following student is currently enrolled at the BCTC and will be participating in the National Technical Honor Society Induction Ceremony on Tuesday, November 12th at 6:00pm.

- Bella Snyder, grade 11 – Cosmetology

Rotary Students of the Month

The following students were named the Morrison's Cove Student of the Month for the first semester: Madison Johnson, Kelsey Over, Allyson Ritchey, Ian Sherlock, and Tavian Walter.

Early to College Current Participation

The preliminary figures for students participating in early to college for the 2019-20 school year are as follows:

- Thirty-one of our seniors (31/68 = 46%) are participating (or have participated) in early college/dual enrollment programs through one or more colleges.
- Students are enrolled (or have been enrolled) in courses at Allegany College Maryland, California University of Pennsylvania, Messiah College, Mount Aloysius College, or Saint Francis University.
- At this time, estimates show that the Class of 2020 will earn more than 414 college credits.
- Six juniors are currently taking advantage of this opportunity.

FCCLA Food Drive

FCCLA's annual Thanksgiving Food Drive began on Monday, October 28 and runs through Friday, November 15. Students and teachers received a list of needed food items for this

year's drive in homeroom classrooms. Each year the middle/high school contributes food items to fulfill dinners for over 25 families who are in need.

HIGH SCHOOL REPORT (cont'd)

Vaping Presentation

On Monday, October 28, Sherri Stayer from the Altoona Lung Specialists provided training on the dangers of vaping to students in grades 6 through 12. Students learned about the dangers of vaping and the associated short-term and long-term health risks. According to the American Lung Association, e-cigarettes are the most commonly used tobacco products among kids, with nearly 12 percent of high school students nationwide using e-cigarettes and about 20 percent using at least one tobacco product. To date, thirty-four (34) deaths associated with vaping have been reported in the U.S.

Upcoming Events

Nov. 11	No School – Veterans Day
Nov. 14	Senior Project Presentations
	FFA Pig Roast
Nov. 15	Senior Project Presentations
Nov. 20	Fall / Senior Picture Retakes
Nov. 25 – 26	Senior High County Chorus at Central HS (grades 10-12)
Nov. 26	Two-hour Early Dismissal— PM Parent/Teacher Conferences (pm)
Nov. 27	Parent/Teacher Conferences (am) – No School
Dec. 6	FBLA Regional Leadership Conference
Dec. 10	Faculty Meeting (129)
Dec. 12	R.O.C.K. Program in Mrs. Moyer's classes
Dec. 15	Christmas Concert (MS Band/Chorus & HS Chorus)

ATHLETIC REPORT

Fall Team Records

SPORT	VARSITY	JV	Jr. HIGH
Football	8-3	6-3	8-0 JH ICC Champions
Volleyball	3-14	1-15	9-7
Boys' Soccer	6-10		
Girls' Soccer	4-14		9-4
Cross Country	Boys 11-0 Girls 8-3		

Playoffs:

Football: The #2 seeded Black Panthers defeated #3 seeded Windber Ramblers on November 2nd in the District 5A Semi-Final game held at Panther Community Stadium. The team advances to the District 5A Championship Game to be played at Hollidaysburg Tiger Stadium on November 8th.

Cross Country Accolades:

October 16th – Boys CC team claimed their second ICC League Meet Championship. In a field of over 70 runners, NBC placed 6 boys in the top 10.

October 22nd – Boys team claimed their second consecutive District 5A title at the Bedford County Tech Center course. Junior Ian Zimmerman won his third consecutive 1st place title.
Senior Ian Sherlock finished in 2nd place.
Senior Josh Strayer finished in 5th place.
Junior Connor Laird finished in 7th place
Sophomore Kadin O'Neal finished in 12th place
Freshmen Harlie Socie and Emilee Sherlock finished in 6th and 7th places respectively.

November 2nd – Junior Ian Zimmerman claimed his second State Cross Country medal with a 5th place finish out of 215 runners at the State meet in Hershey. The team placed 13th out of the 19 teams entered in the meet.

ATHLETIC REPORT (cont'd)

Winter Sports

Winter sport practice officially begins on Monday, November 18th for all winter athletes.

Scrimmages

Boys' Varsity Basketball - Monday, 11/25 Home with Shade (4:00 pm)
Tuesday, 12/3 @ Bellwood 4:00 (JH included)

Girls' Varsity Basketball - Saturday, 11/23 @ Berlin (12:30 pm)
Tuesday, 12/3 Home with Chestnut Ridge 4:00 (JH included)

Wrestling - Thursday, 12/5 Meet the Team (7:15pm)

Season Openers

- Boys' Varsity Basketball—Friday, December 6 @ Bedford (6:30 pm)
- Girls' Varsity Basketball—Friday, December 6 @ Bedford (4:00 pm)
- Varsity Wrestling—Friday, December 6 Home with Central (7:00 pm)
- Jr. High Wrestling— Friday, December 6 Home with Central (6:00 pm)
- Girls' Jr. High Basketball—Friday, December 6 @ Fannett-Metal (3:45 pm)
- Boys' Jr. High Basketball—Friday, December 6 @ Fannett-Metal (5:00 pm)

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT 2018/19 YEAR END SUMMARY BY MAJOR OBJECT

ACCOUNT - EXPENDITURES	FUND	Account	Budget	Year To Date	Budget Balance
100 - PERSONAL SERVICES - SALARIES	10	100 - PERSONAL SERVICES - SALARIES	$5,913,940.97	$5,793,803.98	$120,136.99
200 - PERSONAL SERV-EMPLOYE BENEFTS	10	200 - PERSONAL SERV-EMPLOYE BENEFTS	$4,356,619.00	$3,866,150.20	$490,468.80
300 - PURCH PROFESS/TECH SERVICES	10	300 - PURCH PROFESS/TECH SERVICES	$527,392.95	$380,792.97	$146,599.98
400 - PURCHASED PROPERTY SERVICES	10	400 - PURCHASED PROPERTY SERVICES	$113,980.00	$130,862.66	-$16,882.66
500 - OTHER PURCHASED SERVICES	10	500 - OTHER PURCHASED SERVICES	$1,280,445.00	$1,315,360.23	-$34,915.23
600 - SUPPLIES	10	600 - SUPPLIES	$749,551.00	$664,596.04	$84,954.96
700 - PROPERTY	10	700 - PROPERTY	$57,613.00	$62,487.66	-$4,874.66
800 - OTHER OBJECTS	10	800 - OTHER OBJECTS	$223,084.75	$247,622.24	-$24,537.49
900 - OTHER FINANCING USES	10	900 - OTHER FINANCING USES	$579,243.75	$767,975.00	-$188,731.25
			$13,801,870.42	$13,229,650.98	$572,219.44
ACCOUNT - REVENUES					
6000 - REVENUE FROM LOCAL SOURCES	10	6000 - REVENUE FROM LOCAL SOURCES	$4,124,283.00	$4,278,000.04	$153,717.04
7000 - REVENUE FROM STATE SOURCES	10	7000 - REVENUE FROM STATE SOURCES	$9,135,622.91	$9,261,540.61	$125,917.70
8000 - REVENUE FROM FEDERAL SOURCES	10	8000 - REVENUE FROM FEDERAL SOURCES	$308,445.00	$289,001.01	-$19,443.99
			$13,568,350.91	$13,828,541.66	$260,190.75
			-$233,519.51	$598,890.68	-$312,028.69
SWING FROM BUDGET TO ACTUAL					$832,410.19

The positive budget balance numbers in the expenditures indicates that the expenditures are less than what was budgeted. Negative numbers indicate that the object was over spent

The positive budget balance numbers in the revenues indicate that more was received than budgeted and negative numbers indicate less was received than budgetec

A review by major object indicates the following:

100 - SALARIES -- There were a number of staffing changes after budget was adopted. Here's a quick summary:
Sandy Michaels-Riffe resigned caused shifts which affected other secretarial positions and Instructional assistant moving to secretarial. Overall, there was savings in personnel. Stacey Pressel took Sandy's position; Angie Zimmerman took Lisa Hann's; Lisa Hann took Stacey's

Custodial positions budgeted included T Hrivnak (25064) M Freeman (29723) C Stamm (28392) W Szymckec (16632) replaced with M Guyer D Hoove S Harper who came and left in same year; Roy Sunderland -- overall this attributed to savings in personne

Teachers budgeted for J Parilla (45154) A Rhodes K Swindell (47795) and replaced with A Brennan and then long term subs with J Stolzfus and G Clarl

200 -- EMPLOYEE BENEFITS -- Naturallly with Salaries underspent, FICA, Retirement will be underspent.
Additionally the support staff contract was settled in October 2018. The amount that was budgeted for the unsettled contracted yielded savings plus the actual rate of the premiums overall was less than was budgeted. June was a health premium free month so 1 month of premiums district wide was not expendec

300 - PROFESSIONAL SERVICES
Special education mostly related services that we didn't need to utilize even though there were over expenditures on other special education items
Offsetting expenditures with overages on legal and other consultants fees though also under the 300. Business Office

400 - PURCHASED PROPERTY
Overages on copier bills, water and sewage bills, general repairs and maintenance custodia

CONTINUED ON BACK SIDE

500 - OTHER PURCHASE SERVICES
Overages on charter and outside tuition

600 - SUPPLIES
Underspent on supplies including technology equipment and software related items; general classroom; custodial - supplies district wide

700 - EQUIPMENT
Perkin equipment purchased and not budgeted but offset with revenues not budgeted

800/900 -- OTHER OBJECTS/FINANCING
These two are showing overspent, but they are inter-related. The bond interest was budgeted in 900 but expensed in 800 so it offsets
Transfers to Food service are within these and it was budgeted at $75,000 just expensed under a different object in final audit transfers
Transfers to Capital Reserve for the 18/19 surplus were not budgeted but board approved the transfers. We also did a capital reserve transfe
for the June Health Premium that was not charged to the district but instead the board approved the transfer to capital reserve

REVENUES
6000 - LOCAL REVENUES
There was no tax increase in 18/19 budget year. However, the assessed values from June to when the bills issued in July increased by
2.5 million which allowed for an increase in local real estate over the budget. The percentage collectible was 95% for 2018/19
Other items on the local revenues was the collection of interim real estate taxes amounting to $12,147
Realty tax and earned income tax came in higher than budgeted. Total interest earned was $116,925 which was $105,000 over wha
was budgeted. We had changed interest sweeping on our M&T accounts as well as invested in more long term for the PSERS and Capita
Reserve funds.

7000 - STATE FUNDS
The Educational Access Grant was $100,000; the PCCD Safe Schools Part A was $25,000; and Supplemental Equipment Grant $8,20(
was received and not budgeted. The Social Security and Retirement reimbursements were off budget due to so many changes in
the personnel, this is not an easy line to budget anyways.

8000 - FEDERAL FUNDS
The Title funds were close to budgeted however, our Access reimbursement funds were not as budgeted.

FOOD SERVICE

OPERATING REVENUES	$220,206
OPERATING EXPENSES:	
100 - PERSONNEL SERVICES	$232,058
200 - EMPLOYEE BENEFITS	$170,811
400 - PURCHASED PROPERTY SERVICES	$3,773
600 - SUPPLIES	$226,479
740 - DEPRECIATION	$3,239
810 - DUES AND FEES	$2,082
890 - MISCELLANEOUS	$1,671
TOTAL OPERATING EXPENSES	$640,113
OPERATING INCOME(LOSS)	-$419,907
NON OPERATING REVENUES	
STATE	$71,513
FEDERAL	$354,655
TOTAL NON OPERATING REVENUE	$426,168
INCOME (LOSS) BEFORE CONTRIBUTIONS AND TRANSFERS	$6,261
TRANSFER FROM GENERAL FUND	$75,000
CHANGE IN NET POSITION	$81,261
NET POSITION AT END OF YEAR	-$13,541
AMOUNT DUE TO GENERAL FUND AT END OF 18/19	$105,592

Cash Balances

Fiscal Year: 2019-2020

Date Range: 07/01/2019 - 10/31/2019

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
10.0101.000.000.00.00.00.000	GENERAL FUND CASH	4,782,934.16	6,566,767.07	4,371,298.28	6,978,402.95
10.0113.000.000.00.00.00.000	PSERS STABILIZATION FUND	1,933,334.43	0.00	0.00	1,933,334.43
31.0107.000.000.00.00.00.000	PLGIT - CAPITAL RESERVE	1,350,038.74	0.00	47,700.00	1,302,338.74
51.0102.000.000.00.00.00.000	FOOD SERVICE CASH	25,815.78	71,147.55	45,217.26	51,746.07
81.0106.000.000.00.00.00.000	ACTIVITY FUND CASH	58,355.78	53,639.70	42,794.84	69,200.64
81.0111.000.000.00.00.00.000	ACTIVITY FUND - CD -PSDLAF	75,268.06	367.65	0.00	75,635.71
		8,225,746.95	6,691,921.97	4,507,010.38	10,410,658.54

End of Report

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 10/09/2019 To Date: 11/12/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
A/CAPA					
	60595	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	DUES AND FEES	$285.00
AGORA CYBER CHARTER SCHOOL					
	60596	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$3,217.35
ALTERNATIVE BUSINESS EQUIPMENT					
	60597	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	SUPPLIES	$241.00
ALTOONA MIRROR					
	60598	GENERAL FUND	BOARD SERVICES	ADVERTISING	$132.48
APPALACHIA INTERMEDIATE UNIT 08					
	60599	GENERAL FUND	INSTRU'L/CURRICLM DEVELOP SER	DUES AND FEES	$100.00
	60599	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$169.82
	60599	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$2,086.90
	60599	GENERAL FUND	OTHER SUPPORT	PROFESSNL/ED - IU	$5,575.10
			Total for APPALACHIA INTERMEDIATE UNIT 08		$7,931.82
AUNGST, JENNIFER C					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TRAVEL/EXPENSES	$48.72
BANASZAK, AMY L					
	0	GENERAL FUND	INSTRU'L/CURRICLM DEVELOP SER	DUES AND FEES	$50.00
BARTA, TRAVIS					
	60529	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
BEATRICE MOORE LUCHIN					
	60518	GENERAL FUND	INSTRU'L/CURRICLM DEVELOP SER	DUES AND FEES	$2,750.00
BEDFORD AREA SCHOOL DISTRICT					
	60515	GENERAL FUND	PY PAYABLE	NON-CATEGORICAL	$15,262.33
BEDFORD GAZETTE					
	60567	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	PERIODICALS	$151.00
BETTWY SYSTEMS INC.					
	60600	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPORT OF LEA'S TECH PLAN	$110.00

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 10/09/2019 To Date: 11/12/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
BLACKBURN, LISA J					
	0	GENERAL FUND	INSTRU'L/CURRICLM DEVELOP SER	DUES AND FEES	$50.00
BLICK ART MATERIALS					
	60601	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$316.48
BOLLMAN, ALEXIS					
	60580	GENERAL FUND	ATHLETICS	OFFICIALS	$170.00
BRIAN MILLER					
	60530	GENERAL FUND	ATHLETICS	OFFICIALS	$75.00
BROWN, PAMELA L					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TRAVEL/EXPENSES	$15.66
	0	GENERAL FUND	SCHOOL LIBRARY SERVICES	DUES AND FEES	$65.00
			Total for BROWN, PAMELA L		$80.66
CALEB MOSES					
	60531	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
	60532	GENERAL FUND	ATHLETICS	OFFICIALS	$45.00
			Total for CALEB MOSES		$92.50
CAMCO PHYSICAL AND OCCUPATIONAL THERAPY					
	60519	GENERAL FUND	OTHER SUPPORT	PROFESSIONAL ED SERVICES-OTHER	$258.32
	60603	GENERAL FUND	OTHER SUPPORT	PROFESSIONAL ED SERVICES-OTHER	$6,122.30
			Total for CAMCO PHYSICAL AND OCCUPATIONAL THERAPY		$6,380.62
CARBAUGH BUS LLC					
	0	GENERAL FUND	ATHLETICS	STUD TRANS SERV OTHR SOURCES	$1,163.35
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$231.85
	0	GENERAL FUND	NONPUBLIC TRANSPORTATION	CONTRACTED CARRIERS	$4,107.00
	0	GENERAL FUND	STUDENT ACTIVITIES	STUD TRANS SERV OTHR SOURCES	$276.00
	0	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$39,251.49

			Total for CARBAUGH BUS LLC		$45,029.69
CDW-G LLC					
	60604	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$216.81
CENTURYLINK					
	60568	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$982.14
CHAD BOWERS					
	60581	GENERAL FUND	ATHLETICS	OFFICIALS	$360.00
CHARTIERS VALLEY SCHOOL DISTRICT					
	60605	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TUITION - OTHER	$2,998.08
CLARK, TAMMY					
	60569	GENERAL FUND	BOARD SERVICES	JUDGEMENTS AGAINST THE LEA	$1,252.80
	60606	GENERAL FUND	BOARD SERVICES	JUDGEMENTS AGAINST THE LEA	$3,333.28
			Total for CLARK, TAMMY		$4,586.08
CLEARFIELD WHOLESALE PAPER CO					
	60607	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$312.12
CM REGENT, LLC					
	60608	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	INCOME PROTECTION INSURANCE	$733.11
CODY WILSON					
	60533	GENERAL FUND	ATHLETICS	OFFICIALS	$45.00
COMMONWEALTH CHARTER ACADEMY					
	60609	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON PA CHARTER SCHOOLS	$5,895.81
	60609	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$2,144.90
			Total for COMMONWEALTH CHARTER ACADEMY		$8,040.71
COMMONWEALTH OF PA					
	60610	GENERAL FUND	OPERATION OF BUILDING SERVICE	DUES AND FEES	$35.00
COMMONWEALTH OF PA-CLEAN AIR FUND					
	60611	GENERAL FUND	OPERATION OF BUILDING SERVICE	DUES AND FEES	$375.00
COREY THEYS					
	60534	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 10/09/2019 To Date: 11/12/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
CORL-GROVE SERVICES, INC.					
	60612	GENERAL FUND	LEARNING SUPPORT - PUBLIC	DUES AND FEES	$329.00
CROWN BENEFITS ADMINISTRATION					
	60520	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$15.75
	60613	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB HEALTH PREMIUMS	$4,837.97
	60613	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB VISION/DENTAL PREMIUMS	$77.72
	60613	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	EYE CARE INSURANCE	$1,330.06
	60613	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	MEDICAL INSURANCE	$119,441.19
	60613	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$3.75
				Total for CROWN BENEFITS ADMINISTRATION	$125,706.44
D & D WOOD SALES INC					
	60614	GENERAL FUND	OPERATION OF BUILDING SERVICE	OTHER FUELS	$1,073.80
DASHER, JACOB					
	60582	GENERAL FUND	ATHLETICS	OFFICIALS	$30.00
DELTA DENTAL OF PA					
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	DENTAL INSURANCE	$7,900.00
DISTRICT 5 ATHLETIC DIRECTORS ASSOC.					
	60535	GENERAL FUND	ATHLETICS	DUES AND FEES	$30.00
DOUG HENGST					
	60536	GENERAL FUND	ATHLETICS	OFFICIALS	$45.00
DR. CHRISTOPHER KURTZ					
	60521	GENERAL FUND	DENTAL SERVICES	OTHER PROFESSIONAL SERVICES	$222.00
DRAYER PHYSICAL THERAPY					
	60615	GENERAL FUND	ATHLETICS	PROFESSIONAL ED SERVICES-OTHER	$8,666.66
EASY WAY SERVICES INC					
	60570	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	SUPPLIES	$264.00
EBSCO					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 10/09/2019 To Date: 11/12/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60571	GENERAL FUND	AGRICULTURE/HORTICULTURE	PERIODICALS	$143.74
	60571	GENERAL FUND	BUILDING CONTRUCTION OCC	PERIODICALS	$52.95
	60571	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PERIODICALS	$258.66
	60571	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$0.00
	60571	GENERAL FUND	SCHOOL LIBRARY SERVICES	PERIODICALS	$95.55
			Total for EBSCO		$550.90
ED ROSENBERRY					
	60537	GENERAL FUND	ATHLETICS	OFFICIALS	$55.00
EWART, JONATHAN S					
	0	GENERAL FUND	INST PROF DEV SVS-CERT STAFF	TUITION REIMBURSEMENT	$2,400.00
FANELLI WILLETT LAW OFFICES					
	60616	GENERAL FUND	LEGAL SERVICES	OTHER PROFESSIONAL SERVICES	$243.00
FATULA, ALBERT					
	60538	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
FORD, MAKENZIE					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$3,444.00
FP MAILING SOLUTIONS					
	0	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$2,000.00
FREE, JASON					
	60583	GENERAL FUND	ATHLETICS	OFFICIALS	$25.00
GONSMAN CHERYL J					
	60584	GENERAL FUND	ATHLETICS	OFFICIALS	$35.00
GRAINGER					
	60617	GENERAL FUND	ATHLETICS	SUPPLIES	$10.60
	60617	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$26.62
			Total for GRAINGER		$37.22
GRIFFIN GREENHOUSE SUPPLIES INC					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 10/09/2019 To Date: 11/12/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60618	GENERAL FUND	AGRICULTURE/HORTICULTURE	SUPPLIES	$781.65
	60618	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$203.67
			Total for GRIFFIN GREENHOUSE SUPPLIES INC		$985.32
HAYS, GREGORY					
	60539	GENERAL FUND	ATHLETICS	OFFICIALS	$75.00
HAZENSTAB, KATIE J					
	0	GENERAL FUND	INSTRU'L/CURRICLM DEVELOP SER	DUES AND FEES	$50.00
HEINRICH, GARY					
	60540	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
HOOVER, JARED					
	60541	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
HOOVER, LARRY					
	60542	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
J.C.EHRLICH CO., INC					
	60619	GENERAL FUND	OPERATION OF BUILDING SERVICE	EXTERMINATION SERVICES	$221.00
JAMES HOLTZ					
	60543	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
JANITORS SUPPLY INC					
	60620	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$2,833.00
JOURNEY CENTER					
	60572	GENERAL FUND	BOARD SERVICES	JUDGEMENTS AGAINST THE LEA	$1,440.00
	60621	GENERAL FUND	BOARD SERVICES	JUDGEMENTS AGAINST THE LEA	$821.25
			Total for JOURNEY CENTER		$2,261.25
KAREN CLAPPER, MS CCC-SLP/L					
	60573	GENERAL FUND	OTHER PSYCHOLOGICAL SERVICES	PROFESSIONAL ED SERVICES-OTHER	$2,213.75
KEVIN REED					
	60544	GENERAL FUND	ATHLETICS	OFFICIALS	$45.00

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 10/09/2019 To Date: 11/12/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
KEYSTONE COLLECTIONS GROUP					
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	EARNED INCOME TAX	$13,667.61
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	FED. WITHHOLDING TAX	$190.00
			Total for KEYSTONE COLLECTIONS GROUP		$13,857.61
KEYSTONE INVESTIGATION & SPECIALISTS LLC					
	60585	GENERAL FUND	ATHLETICS	SECURITY	$578.00
KROUSE, DEREK					
	60545	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
LEARNING LAMP					
	60522	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$2,506.19
	60622	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$8,625.71
			Total for LEARNING LAMP		$11,131.90
LEIDY TRANSPORTATION LLC					
	0	GENERAL FUND	ATHLETICS	STUD TRANS SERV OTHR SOURCES	$6,237.36
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$105.94
	0	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$525.75
	0	GENERAL FUND	NONPUBLIC TRANSPORTATION	CONTRACTED CARRIERS	$2,084.40
	0	GENERAL FUND	STUDENT ACTIVITIES	STUD TRANS SERV OTHR SOURCES	$1,083.20
	0	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$56,951.72
			Total for LEIDY TRANSPORTATION LLC		$66,988.37
LIBERTY FIRE SOLUTIONS, LLC					
	60623	GENERAL FUND	ATHLETICS	REPAIRS/MAINTENANCE EQUIPMENT	$20.00
	60623	GENERAL FUND	OPERATION OF BUILDING SERVICE	REPAIRS/MAINTENANCE EQUIPMENT	$60.00
			Total for LIBERTY FIRE SOLUTIONS, LLC		$80.00
LISA APPLEBY					

Expenditure Summary Report

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Criteria: Report Sort: Fund From Date: 10/09/2019 To Date: 11/12/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60546	GENERAL FUND	ATHLETICS	OFFICIALS	$55.00
MARTIN OIL COMPANY					
	60624	GENERAL FUND	VEHICLE OPER/MAINT SERVICES	GASOLINE	$142.50
MATHESON TRI-GAS INC					
	60625	GENERAL FUND	AGRICULTURE/HORTICULTURE	SUPPLIES	$101.69
	60625	GENERAL FUND	AUTO MECHANICS	SUPPLIES	$101.68
	60625	GENERAL FUND	TRADE AND INDUSTRIAL EDUCATIO	SUPPLIES	$0.00
			Total for MATHESON TRI-GAS INC		$203.37
MATT GRAMLING					
	60547	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
MAXWELL TRANSPORTATION INC					
	60523	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$236.97
MCKNIGHT, KAREN J					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$3,570.00
MECK, MARINA					
	60586	GENERAL FUND	ATHLETICS	OFFICIALS	$70.00
MERAKEY PENNSYLVANIA					
	60574	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$5,829.13
	60626	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$16.25
			Total for MERAKEY PENNSYLVANIA		$5,845.38
METZLER AUTO PARTS INC					
	60627	GENERAL FUND	OTHER VO-ED PROGRAMS	SUPPLIES	$1,399.00
MILLIMAN, INC.					
	60628	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$7,766.00
MOWERY, JENNIFER					
	0	GENERAL FUND	HOMEBOUND INSTRUCTION	TRAVEL/EXPENSES	$34.92
MR. RALPH SCOTT					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 10/09/2019 To Date: 11/12/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60629	GENERAL FUND	BOARD SERVICES	TRAVEL/EXPENSES	$143.26
NBC FOOD SERVICE					
	60630	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	TRAVEL/EXPENSES	$42.25
NCS PEARON, INC					
	60575	GENERAL FUND	PSYCHOLOGICAL SERVICES	SUPPLIES	$150.00
NEW ENTERPRISE RURAL ELECTRIC					
	60631	GENERAL FUND	OPERATION OF BUILDING SERVICE	ELECTRICITY	$4,534.60
PA FFA ASSOCIATION					
	60632	GENERAL FUND	AGRICULTURE/HORTICULTURE	DUES AND FEES	$1,395.00
PAFPC					
	60524	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	DUES AND FEES	$50.00
PAT ALBRIGHT					
	60587	GENERAL FUND	ATHLETICS	OFFICIALS	$300.00
PENELEC					
	0	GENERAL FUND	OPERATION OF BUILDING SERVICE	ELECTRICITY	$7,074.34
PENNA UNEMPLOYMENT COMPENSATION					
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	UNEMPLOYMENT COMPENSATION	$778.03
PIAA					
	60591	GENERAL FUND	GATE RECEIPTS	NON-CATEGORICAL	$4,015.00
PIAA DISTRICT 5					
	60579	GENERAL FUND	GATE RECEIPTS	NON-CATEGORICAL	$3,746.00
PLGIT					
	0	GENERAL FUND	ACTIVITY FUND CD	NON-CATEGORICAL	$1,000,000.00
PRESSEL, STACY E					
	60633	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$48.19
PRO-ED					
	60576	GENERAL FUND	PSYCHOLOGICAL SERVICES	SUPPLIES	$156.29

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 10/09/2019 To Date: 11/12/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60576	GENERAL FUND	SPEECH/LANGUAGE IMPAIRED	SUPPLIES	$537.81
			Total for PRO-ED		$694.10
PYRAMID HEALTHCARE INC					
	60634	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$5,500.00
	60634	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$12,100.00
			Total for PYRAMID HEALTHCARE INC		$17,600.00
R.E. MICHEL COMPANY, LLC					
	60635	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$23.34
RAY BROWN					
	60588	GENERAL FUND	ATHLETICS	OFFICIALS	$330.00
REACH CYBER CHARTER SCHOOL					
	60636	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$1,072.45
RICOH USA, INC					
	60577	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$0.00
	60577	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$50.80
	60577	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$8.96
	60577	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$0.00
	60637	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$14.53
	60637	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$961.67
	60637	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$169.71
	60637	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$82.32
			Total for RICOH USA, INC		$1,287.99
RITCHEY RITCHEY & KOONTZ CPAS					
	60638	GENERAL FUND	RECEIV & DISTRIBUT FUNDS SERV	OTHER PROFESSIONAL SERVICES	$3,500.00
ROBERT BLANCHARD					
	60548	GENERAL FUND	ATHLETICS	OFFICIALS	$130.00
ROD SIPES					

Expenditure Summary Report

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Criteria: Report Sort: Fund From Date: 10/09/2019 To Date: 11/12/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60549	GENERAL FUND	ATHLETICS	OFFICIALS	$130.00
SAM'S CLUB/SYNCHRONY BANK					
	60578	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$142.67
	60578	GENERAL FUND	OPERATION OF BUILDING SERVICE	DUES AND FEES	$40.00
	60578	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	DUES AND FEES	$100.00
			Total for SAM'S CLUB/SYNCHRONY BANK		$282.67
SAMUEL BRUNATTI					
	60550	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
SOUTH WOODBURY TOWNSHIP					
	60639	GENERAL FUND	OPERATION OF BUILDING SERVICE	WATER/SEWAGE	$2,040.00
SOUTHERN COVE AMBULANCE					
	60589	GENERAL FUND	ATHLETICS	OFFICIALS	$750.00
SOUTHERN COVE VOLUNTEER FIRE COMPANY					
	60590	GENERAL FUND	ATHLETICS	OFFICIALS	$300.00
STATE CHEMICAL COMPANY					
	60640	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$168.55
STEVE OAKES					
	60551	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
SZYMUSIAK, STEPHEN					
	60552	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
THE BANK OF NEW YORK MELLON TRUST CO					
	60641	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$750.00
THE PA CYBER CHARTER SCHOOL					
	60642	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$3,217.36
TOUCHTONE COMMUNICATIONS					
	60525	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$7.79
UNITED DATACOM NETWORKS, INC.					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 10/09/2019 To Date: 11/12/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60643	GENERAL FUND	SYSTEM-WIDE TECHNOLOGY SERVICE	SUPPORT OF LEA'S TECH PLAN	$55.00
VERIZON WIRELESS					
	60644	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$12.61
WASILKO, MATTHEW P					
	60526	GENERAL FUND	INSTRU'L/CURRICLM DEVELOP SER	DUES AND FEES	$50.00
WATERSIDE-LOYSBURG WATER SUPPLY					
	60527	GENERAL FUND	OPERATION OF BUILDING SERVICE	WATER/SEWAGE	$424.27
WEAVER'S SANITATION SVC, INC					
	60645	GENERAL FUND	OPERATION OF BUILDING SERVICE	DISPOSAL SERVICES	$810.00
WELLS FARGO VENDOR					
	60646	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$49.88
	60646	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$847.86
	60646	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$149.64
	60646	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$282.62
			Total for WELLS FARGO VENDOR		$1,330.00
WEX BANK					
	60647	GENERAL FUND	VEHICLE OPER/MAINT SERVICES	GASOLINE	$254.23
			Total for GENERAL FUND		$1,432,976.09

Fund: 51 FOOD SERVICE

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
ANGELO PACIFICO AND SONS INC					
	17825	FOOD SERVICE	FOOD SERVICES	FOOD	$1,427.14
BRADLEY, JOSHUA					
	17826	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$29.00
C M REGENT LLC					
	60602	FOOD SERVICE	PAYROLL DEDUCT. & WITHHOLDINGS	LIFE INSURANCE	$642.50
C.A. CURTZE CO.					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 10/09/2019 To Date: 11/12/2019

Fund: 51 FOOD SERVICE

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	17827	FOOD SERVICE	FOOD SERVICES	FOOD	$461.29
	17827	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$162.19
			Total for C.A. CURTZE CO.		$623.48
COTTLE, BRENDA					
	0	FOOD SERVICE	FOOD SERVICES	MISCELLANEOUS EXPENDITURES	$125.00
DETTERLINE, DONNA J					
	0	FOOD SERVICE	FOOD SERVICES	MISCELLANEOUS EXPENDITURES	$50.97
DIBERT, BRANDI JO					
	0	FOOD SERVICE	FOOD SERVICES	MISCELLANEOUS EXPENDITURES	$84.56
DIXON, TYLER					
	17828	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$51.20
IMLER'S POULTRY					
	17829	FOOD SERVICE	FOOD SERVICES	FOOD	$304.14
JANITORS SUPPLY INC					
	17830	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$40.98
MAGIC-WRITER					
	0	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$2.50
MOCK, JOLINDA					
	0	FOOD SERVICE	FOOD SERVICES	MISCELLANEOUS EXPENDITURES	$50.34
NBC GENERAL FUND					
	17831	FOOD SERVICE	FOOD SERVICES	FOOD	$76.72
	17831	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$49.83
	17831	FOOD SERVICE	MISCELLANEOUS REVENUE	NON-CATEGORICAL	$1,199.67
			Total for NBC GENERAL FUND		$1,326.22
QUEEN CITY F&P					
	17832	FOOD SERVICE	FOOD SERVICES	FOOD	$387.35
RITCHEYS DAIRY INC					
	17833	FOOD SERVICE	FOOD SERVICES	MILK	$5,580.86

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 10/09/2019 To Date: 11/12/2019

Fund: 51 FOOD SERVICE

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	17833	FOOD SERVICE	FOOD SERVICES	SNACKS	$295.48
			Total for RITCHEYS DAIRY INC		$5,876.34
SMITH, CAROLYN S					
	0	FOOD SERVICE	FOOD SERVICES	MISCELLANEOUS EXPENDITURES	$124.94
US FOODS					
	17834	FOOD SERVICE	FOOD SERVICES	FOOD	$9,175.99
	17834	FOOD SERVICE	FOOD SERVICES	SNACKS	$574.62
	17834	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$338.15
			Total for US FOODS		$10,088.76
			Total for FOOD SERVICE		$21,235.42

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
A LASTING MARK FOUNDATION					
	38951	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$418.45
AWARDING IMAGES					
	38931	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$90.00
	38957	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$456.00
			Total for AWARDING IMAGES		$546.00
BEDFORD AREA SCHOOL DISTRICT					
	38934	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$240.00
BEDFORD FAIR BEEF COMMITTEE					
	38932	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$25.00
BREAKING CHAINS INTERNATIONAL					
	38935	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$160.00
BROWN, ALIYAH					
	38952	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$20.00
CLAPPERS WHOLESALE FLORIST					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 10/09/2019 To Date: 11/12/2019

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	38936	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$448.45
CLAYSBURG PIZZA					
	38948	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$393.00
COUNTRY MEATS					
	38943	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$2,848.00
CROWNOVER, JADA					
	38956	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$100.00
DISTRICT 6 PMEA					
	38949	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$70.00
GARDNERS CANDIES					
	38933	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$1,296.00
IMLER, BRYAN AND CRYSTAL					
	38953	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$418.45
JOSTENS					
	38944	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$2,542.44
MARIANNAS FUNDRAISERS					
	38937	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$3,205.00
NBC GENERAL FUND					
	38945	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$1,979.92
NBC HORTICULTURE DEPARTMENT					
	38954	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$180.50
OVER, LAUREN					
	38946	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$70.46
PA FBLA					
	38947	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$552.00
	38955	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$12.00
				Total for PA FBLA	$564.00
PIONEER ATHLETICS					

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Criteria: Report Sort: Fund From Date: 10/09/2019 To Date: 11/12/2019

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	38938	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$2,405.00
RITCHEYS DAIRY INCORPORATED					
	38939	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$23.60
	38950	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$61.25
			Total for RITCHEYS DAIRY INCORPORATED		$84.85
SNOWBERGER, KRISTINA					
	38940	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$101.44
SPARKS, RHONDA					
	38941	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$70.00
STITCH IN TIME PHOTOGRAPHY					
	38942	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$141.00
			Total for ACTIVITY FUND		$18,327.96
				Grand Total:	$1,472,539.47

Recap for FUND for GENERAL FUND

10	GENERAL FUND	$1,432,976.09
51	FOOD SERVICE	$21,235.42
81	ACTIVITY FUND	$18,327.96

End of Report

General Ledger - FUND 10 - MAJOR OBJECT ONLY

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:10/31/2019

FUND / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
10 - GENERAL FUND						
100 - PERSONAL SERVICES - SALARIES	$6,119,602.95	$1,103,694.79	$1,103,694.79	$4,728,653.50	$287,254.66	4.69%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$4,326,658.62	$1,148,281.26	$236,217.50	$3,132,843.72	$957,597.40	22.13%
300 - PURCH PROFESS/TECH SERVICES	$581,679.95	$89,147.79	$89,147.79	$3,754.20	$488,777.96	84.03%
400 - PURCHASED PROPERTY SERVICES	$146,763.00	$46,077.66	$46,077.66	$47,205.46	$53,479.88	36.44%
500 - OTHER PURCHASED SERVICES	$1,475,964.79	$343,873.55	$343,873.55	$8,928.88	$1,123,162.36	76.10%
600 - SUPPLIES	$717,109.50	$270,415.65	$270,415.65	$201,218.91	$245,474.94	34.23%
700 - PROPERTY	$107,050.01	$2,088.70	$2,088.70	$0.00	$104,961.31	98.05%
800 - OTHER OBJECTS	$333,254.75	$51,238.80	$51,238.80	$1,695.00	$280,320.95	84.12%
900 - OTHER FINANCING USES	$552,243.75	$0.00	$0.00	$0.00	$552,243.75	100.00%
10 - GENERAL FUND Total:	$14,360,327.32	$3,054,818.20	$2,142,754.44	$8,124,299.67	$4,093,273.21	28.50%
Grand Total:	$14,360,327.32	$3,054,818.20	$2,142,754.44	$8,124,299.67	$4,093,273.21	28.50%

End of Report

General Ledger - FUND 10 MAJOR FUNCTION MAJOR OBJECT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:10/31/2019

FUND / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
10 - GENERAL FUND						
1000 - INSTRUCTION						
100 - PERSONAL SERVICES - SALARIES	$4,445,777.54	$663,764.74	$663,764.74	$3,578,419.29	$203,593.51	4.58%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$3,226,450.84	$406,105.10	$406,105.10	$2,388,863.40	$431,482.34	13.37%
300 - PURCH PROFESS/TECH SERVICES	$413,150.00	$35,985.93	$35,985.93	$0.00	$377,164.07	91.29%
400 - PURCHASED PROPERTY SERVICES	$43,000.00	$23,774.04	$23,774.04	$12,767.20	$6,458.76	15.02%
500 - OTHER PURCHASED SERVICES	$541,790.80	$79,947.18	$79,947.18	$0.00	$461,843.62	85.24%
600 - SUPPLIES	$296,173.01	$148,292.59	$148,292.59	$34,621.38	$113,259.04	38.24%
700 - PROPERTY	$53,000.01	$0.00	$0.00	$0.00	$53,000.01	100.00%
800 - OTHER OBJECTS	$22,171.00	$5,687.30	$5,687.30	$1,535.00	$14,948.70	67.42%
1000 - INSTRUCTION Total:	$9,041,513.20	$1,363,556.88	$1,363,556.88	$6,016,206.27	$1,661,750.05	18.38%
2000 - SUPPORTING SERVICES						
000 - NON-CATEGORICAL	$0.00	$954.00	$954.00	$0.00	($954.00)	100.00%
100 - PERSONAL SERVICES - SALARIES	$1,502,129.85	$396,742.57	$396,742.57	$1,037,383.32	$68,003.96	4.53%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$1,055,545.99	$261,510.66	$261,510.66	$706,583.88	$87,451.45	8.28%
300 - PURCH PROFESS/TECH SERVICES	$100,360.95	$40,627.86	$40,627.86	$3,126.70	$56,606.39	56.40%
400 - PURCHASED PROPERTY SERVICES	$94,253.00	$22,303.62	$22,303.62	$34,418.26	$37,531.12	39.82%
500 - OTHER PURCHASED SERVICES	$906,523.99	$261,725.07	$261,725.07	$8,928.88	$635,870.04	70.14%
600 - SUPPLIES	$385,986.49	$105,363.43	$105,363.43	$165,031.57	$115,591.49	29.95%
700 - PROPERTY	$12,000.00	$0.00	$0.00	$0.00	$12,000.00	100.00%
800 - OTHER OBJECTS	$29,130.00	$43,961.50	$43,961.50	$129.00	($14,960.50)	-51.36%
2000 - SUPPORTING SERVICES Total:	$4,085,930.27	$1,133,188.71	$1,133,188.71	$1,955,601.61	$997,139.95	24.40%
3000 - OPERAT NONINSTRUCTNL SERVICES						
100 - PERSONAL SERVICES - SALARIES	$171,695.56	$43,187.48	$43,187.48	$112,850.89	$15,657.19	9.12%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$44,266.81	$16,843.25	$16,843.25	$37,396.44	($9,972.88)	-22.53%
300 - PURCH PROFESS/TECH SERVICES	$68,169.00	$12,534.00	$12,534.00	$627.50	$55,007.50	80.69%
400 - PURCHASED PROPERTY SERVICES	$9,510.00	$0.00	$0.00	$20.00	$9,490.00	99.79%
500 - OTHER PURCHASED SERVICES	$27,650.00	$2,201.30	$2,201.30	$0.00	$25,448.70	92.04%
600 - SUPPLIES	$34,950.00	$16,759.63	$16,759.63	$1,565.96	$16,624.41	47.57%
700 - PROPERTY	$10,050.00	$2,088.70	$2,088.70	$0.00	$7,961.30	79.22%
800 - OTHER OBJECTS	$6,785.00	$1,590.00	$1,590.00	$31.00	$5,164.00	76.11%
3000 - OPERAT NONINSTRUCTNL SERVICES Total:	$373,076.37	$95,204.36	$95,204.36	$152,491.79	$125,380.22	33.61%
4000 - FACILTES ACQUIST/CONSTRUC SER						
700 - PROPERTY	$32,000.00	$0.00	$0.00	$0.00	$32,000.00	100.00%
4000 - FACILTES ACQUIST/CONSTRUC SER Total:	$32,000.00	$0.00	$0.00	$0.00	$32,000.00	100.00%
5000 - FINANCING USES						
800 - OTHER OBJECTS	$275,168.75	$0.00	$0.00	$0.00	$275,168.75	100.00%

General Ledger - FUND 10 MAJOR FUNCTION MAJOR OBJECT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:10/31/2019

FUND / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
900 - OTHER FINANCING USES	$552,243.75	$0.00	$0.00	$0.00	$552,243.75	100.00%
5000 - FINANCING USES Total:	$827,412.50	$0.00	$0.00	$0.00	$827,412.50	100.00%
6000 - REVENUE FROM LOCAL SOURCES						
000 - NON-CATEGORICAL	($4,238,836.00)	($3,013,763.75)	($3,013,763.75)	$0.00	($1,225,072.25)	28.90%
6000 - REVENUE FROM LOCAL SOURCES Total:	($4,238,836.00)	($3,013,763.75)	($3,013,763.75)	$0.00	($1,225,072.25)	28.90%
7000 - REVENUE FROM STATE SOURCES						
000 - NON-CATEGORICAL	($9,343,029.11)	($3,202,362.63)	($3,202,362.63)	$0.00	($6,140,666.48)	65.72%
7000 - REVENUE FROM STATE SOURCES Total:	($9,343,029.11)	($3,202,362.63)	($3,202,362.63)	$0.00	($6,140,666.48)	65.72%
8000 - REVENUE FROM FEDERAL SOURCES						
000 - NON-CATEGORICAL	($344,851.00)	($86,437.40)	($86,437.40)	$0.00	($258,413.60)	74.93%
8000 - REVENUE FROM FEDERAL SOURCES Total:	($344,851.00)	($86,437.40)	($86,437.40)	$0.00	($258,413.60)	74.93%
10 - GENERAL FUND Total:	$433,216.23	($3,710,613.83)	($3,710,613.83)	$8,124,299.67	($3,980,469.61)	-918.82%
Grand Total:	$433,216.23	($3,710,613.83)	($3,710,613.83)	$8,124,299.67	($3,980,469.61)	-918.82%

End of Report

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2018 To Date:10/31/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
00 - NON-INST BLD-DW						
3250 - ATHLETICS						
121 - REGULAR SALARIES	$20,000.00	$6,666.68	$6,666.68	$13,333.32	$0.00	0.00%
131 - REGULAR SALARIES	$35,385.00	$1,305.00	$1,305.00	$29,050.00	$5,030.00	14.22%
211 - MEDICAL INSURANCE	$0.00	$10.16	$10.16	$4,023.60	($4,033.76)	100.00%
212 - DENTAL INSURANCE	$0.00	$0.00	$0.00	$128.16	($128.16)	100.00%
215 - EYE CARE INSURANCE	$0.00	$0.00	$0.00	$45.76	($45.76)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$4,236.98	$435.26	$435.26	$2,901.70	$900.02	21.24%
230 - RETIREMENT CONTRIBUTIONS	$3,588.45	$435.14	$435.14	$5,122.95	($1,969.64)	-54.89%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$9.61	$9.61	$1,312.00	($1,321.61)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$0.67	$0.67	$92.15	($92.82)	100.00%
260 - WORKMEN'S COMPENSATION	$304.66	$1,217.52	$1,217.52	$0.00	($912.86)	-299.63%
329 - PROFESSIONAL ED SERVICES-OTHER	$41,000.00	$0.00	$0.00	$0.00	$41,000.00	100.00%
432 - REPAIRS/MAINTENANCE EQUIPMENT	$0.00	$0.00	$0.00	$20.00	($20.00)	100.00%
519 - STUD TRANS SERV OTHR SOURCES	$25,000.00	$212.25	$212.25	$0.00	$24,787.75	99.15%
610 - SUPPLIES	$9,000.00	$2,917.07	$2,917.07	$0.00	$6,082.93	67.59%
00 - NON-INST BLD-DW Total:	$138,515.09	$13,209.36	$13,209.36	$56,029.64	$69,276.09	50.01%
60 - ALL SPORTS						
3250 - ATHLETICS						
580 - TRAVEL/EXPENSES	$700.00	$0.00	$0.00	$0.00	$700.00	100.00%
610 - SUPPLIES	$4,100.00	$2,222.31	$2,222.31	$0.00	$1,877.69	45.80%
810 - DUES AND FEES	$2,100.00	$70.00	$70.00	$0.00	$2,030.00	96.67%
60 - ALL SPORTS Total:	$6,900.00	$2,292.31	$2,292.31	$0.00	$4,607.69	66.78%
61 - BASEBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$190.00	$0.00	$0.00	$0.00	$190.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$14.54	$0.00	$0.00	$0.00	$14.54	100.00%
230 - RETIREMENT CONTRIBUTIONS	$65.15	$0.00	$0.00	$0.00	$65.15	100.00%
260 - WORKMEN'S COMPENSATION	$1.05	$0.00	$0.00	$0.00	$1.05	100.00%
331 - OFFICIALS	$1,810.00	$0.00	$0.00	$0.00	$1,810.00	100.00%
610 - SUPPLIES	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
761 - UNIFORMS	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
61 - BASEBALL Total:	$7,080.74	$0.00	$0.00	$0.00	$7,080.74	100.00%
62 - BOYS BASKETBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$11,725.00	$0.00	$0.00	$6,590.00	$5,135.00	43.80%
220 - SOCIAL SECURITY CONTRIBUTIONS	$896.98	$0.00	$0.00	$477.47	$419.51	46.77%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION Fiscal Year: 2019-2020 From Date:7/1/2018 To Date:10/31/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
230 - RETIREMENT CONTRIBUTIONS	$1,527.62	$0.00	$0.00	$1,282.42	$245.20	16.05%
260 - WORKMEN'S COMPENSATION	$64.51	$0.00	$0.00	$0.00	$64.51	100.00%
331 - OFFICIALS	$3,805.00	$0.00	$0.00	$0.00	$3,805.00	100.00%
332 - SECURITY	$448.00	$0.00	$0.00	$0.00	$448.00	100.00%
580 - TRAVEL/EXPENSES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
610 - SUPPLIES	$1,000.00	$0.00	$0.00	$0.00	$1,000.00	100.00%
810 - DUES AND FEES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
62 - BOYS BASKETBALL Total:	$19,667.11	$0.00	$0.00	$8,349.89	$11,317.22	57.54%
63 - GIRLS BASKETBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$12,655.00	$0.00	$0.00	$13,130.00	($475.00)	-3.75%
220 - SOCIAL SECURITY CONTRIBUTIONS	$968.12	$0.00	$0.00	$700.78	$267.34	27.61%
230 - RETIREMENT CONTRIBUTIONS	$2,786.07	$0.00	$0.00	$2,071.09	$714.98	25.66%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$0.00	$0.00	$999.68	($999.68)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$0.00	$0.00	$70.21	($70.21)	100.00%
260 - WORKMEN'S COMPENSATION	$69.62	$0.00	$0.00	$0.00	$69.62	100.00%
331 - OFFICIALS	$3,625.00	$0.00	$0.00	$0.00	$3,625.00	100.00%
332 - SECURITY	$448.00	$0.00	$0.00	$0.00	$448.00	100.00%
580 - TRAVEL/EXPENSES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
610 - SUPPLIES	$1,000.00	$0.00	$0.00	$0.00	$1,000.00	100.00%
810 - DUES AND FEES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
63 - GIRLS BASKETBALL Total:	$21,751.81	$0.00	$0.00	$16,971.76	$4,780.05	21.98%
64 - Undesignated						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$300.00	$0.00	$0.00	$0.00	$300.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$22.95	$0.00	$0.00	$0.00	$22.95	100.00%
230 - RETIREMENT CONTRIBUTIONS	$102.87	$0.00	$0.00	$0.00	$102.87	100.00%
260 - WORKMEN'S COMPENSATION	$1.65	$0.00	$0.00	$0.00	$1.65	100.00%
64 - Undesignated Total:	$427.47	$0.00	$0.00	$0.00	$427.47	100.00%
65 - FOOTBALL CHEERLEADERS						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$2,580.00	$2,150.00	$2,150.00	$430.00	$0.00	0.00%
212 - DENTAL INSURANCE	$0.00	$1.92	$1.92	$4.81	($6.73)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$197.38	$159.23	$159.23	$31.86	$6.29	3.19%
230 - RETIREMENT CONTRIBUTIONS	$884.69	$737.25	$737.25	$147.45	($0.01)	0.00%
260 - WORKMEN'S COMPENSATION	$14.20	$0.00	$0.00	$0.00	$14.20	100.00%
610 - SUPPLIES	$500.00	$500.00	$500.00	$0.00	$0.00	0.00%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2018 To Date:10/31/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
810 - DUES AND FEES	$75.00	$0.00	$0.00	$0.00	$75.00	100.00%
65 - FOOTBALL CHEERLEADERS Total:	$4,251.27	$3,548.40	$3,548.40	$614.12	$88.75	2.09%
66 - WINTER CHEERLEADERS						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$2,130.00	$0.00	$0.00	$2,130.00	$0.00	0.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$162.95	$0.00	$0.00	$155.09	$7.86	4.82%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$0.00	$0.00	$119.00	($119.00)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$0.00	$0.00	$8.36	($8.36)	100.00%
260 - WORKMEN'S COMPENSATION	$11.72	$0.00	$0.00	$0.00	$11.72	100.00%
610 - SUPPLIES	$500.00	$0.00	$0.00	$0.00	$500.00	100.00%
810 - DUES AND FEES	$75.00	$0.00	$0.00	$0.00	$75.00	100.00%
66 - WINTER CHEERLEADERS Total:	$2,879.67	$0.00	$0.00	$2,412.45	$467.22	16.22%
67 - FOOTBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$24,675.00	$17,726.15	$17,726.15	$5,908.85	$1,040.00	4.21%
212 - DENTAL INSURANCE	$0.00	$0.00	$0.00	$4.84	($4.84)	100.00%
213 - LIFE INSURANCE	$0.00	$0.00	$0.00	$0.14	($0.14)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.00	$0.00	$0.08	($0.08)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$1,887.67	$1,342.99	$1,342.99	$440.07	$104.61	5.54%
230 - RETIREMENT CONTRIBUTIONS	$5,669.86	$3,535.34	$3,535.34	$1,248.12	$886.40	15.63%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$2,376.86	$2,376.86	$594.02	($2,970.88)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$166.92	$166.92	$41.73	($208.65)	100.00%
260 - WORKMEN'S COMPENSATION	$135.75	$0.00	$0.00	$0.00	$135.75	100.00%
331 - OFFICIALS	$6,760.00	$5,420.00	$5,420.00	$47.50	$1,292.50	19.12%
332 - SECURITY	$1,260.00	$1,394.00	$1,394.00	$0.00	($134.00)	-10.63%
430 - REPAIRS & MAINTENANCE SERVCS	$5,500.00	$0.00	$0.00	$0.00	$5,500.00	100.00%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$276.50	$276.50	$0.00	($276.50)	100.00%
580 - TRAVEL/EXPENSES	$50.00	$0.00	$0.00	$0.00	$50.00	100.00%
610 - SUPPLIES	$4,200.00	$4,048.82	$4,048.82	$0.00	$151.18	3.60%
761 - UNIFORMS	$2,350.00	$2,088.70	$2,088.70	$0.00	$261.30	11.12%
810 - DUES AND FEES	$550.00	$550.00	$550.00	$0.00	$0.00	0.00%
67 - FOOTBALL Total:	$53,038.28	$38,926.28	$38,926.28	$8,285.35	$5,826.65	10.99%
68 - BOYS SOCCER						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$7,650.00	$5,950.35	$5,950.35	$1,504.65	$195.00	2.55%
212 - DENTAL INSURANCE	$0.00	$0.00	$0.00	$0.40	($0.40)	100.00%
213 - LIFE INSURANCE	$0.00	$0.00	$0.00	$0.28	($0.28)	100.00%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2018 To Date:10/31/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
214 - INCOME PROTECTION INSURANCE	$0.00	$0.00	$0.00	$0.35	($0.35)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$585.24	$446.90	$446.90	$112.97	$25.37	4.33%
230 - RETIREMENT CONTRIBUTIONS	$2,132.84	$1,648.08	$1,648.08	$417.89	$66.87	3.14%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$366.56	$366.56	$91.64	($458.20)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$25.76	$25.76	$6.44	($32.20)	100.00%
260 - WORKMEN'S COMPENSATION	$42.09	$0.00	$0.00	$0.00	$42.09	100.00%
331 - OFFICIALS	$735.00	$1,590.00	$1,590.00	$130.00	($985.00)	-134.01%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$248.75	$248.75	$0.00	($248.75)	100.00%
610 - SUPPLIES	$800.00	$456.31	$456.31	$0.00	$343.69	42.96%
68 - BOYS SOCCER Total:	$11,945.17	$10,732.71	$10,732.71	$2,264.62	($1,052.16)	-8.81%
69 - GIRLS SOCCER						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$4,230.00	$3,275.00	$3,275.00	$990.00	($35.00)	-0.83%
212 - DENTAL INSURANCE	$0.00	$0.00	$0.00	$1.87	($1.87)	100.00%
213 - LIFE INSURANCE	$0.00	$0.00	$0.00	$0.25	($0.25)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.00	$0.00	$0.31	($0.31)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$323.60	$241.78	$241.78	$71.21	$10.61	3.28%
230 - RETIREMENT CONTRIBUTIONS	$102.87	$1,123.04	$1,123.04	$303.46	($1,323.63)	-1286.70%
260 - WORKMEN'S COMPENSATION	$23.27	$0.00	$0.00	$0.00	$23.27	100.00%
331 - OFFICIALS	$875.00	$1,670.00	$1,670.00	$120.00	($915.00)	-104.57%
610 - SUPPLIES	$600.00	$2,486.86	$2,486.86	$0.00	($1,886.86)	-314.48%
761 - UNIFORMS	$2,800.00	$0.00	$0.00	$0.00	$2,800.00	100.00%
69 - GIRLS SOCCER Total:	$8,954.74	$8,796.68	$8,796.68	$1,487.10	($1,329.04)	-14.84%
70 - SOFTBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$190.00	$0.00	$0.00	$0.00	$190.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$14.54	$0.00	$0.00	$0.00	$14.54	100.00%
230 - RETIREMENT CONTRIBUTIONS	$65.15	$0.00	$0.00	$0.00	$65.15	100.00%
260 - WORKMEN'S COMPENSATION	$1.05	$0.00	$0.00	$0.00	$1.05	100.00%
331 - OFFICIALS	$2,030.00	$0.00	$0.00	$0.00	$2,030.00	100.00%
610 - SUPPLIES	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
761 - UNIFORMS	$400.00	$0.00	$0.00	$0.00	$400.00	100.00%
70 - SOFTBALL Total:	$5,200.74	$0.00	$0.00	$0.00	$5,200.74	100.00%
71 - TRACK						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$3,700.00	$1,041.65	$1,041.65	$208.35	$2,450.00	66.22%
213 - LIFE INSURANCE	$0.00	$1.02	$1.02	$0.51	($1.53)	100.00%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2018 To Date:10/31/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
214 - INCOME PROTECTION INSURANCE	$0.00	$1.28	$1.28	$0.64	($1.92)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$283.05	$76.30	$76.30	$15.29	$191.46	67.64%
230 - RETIREMENT CONTRIBUTIONS	$1,268.73	$357.20	$357.20	$71.45	$840.08	66.21%
260 - WORKMEN'S COMPENSATION	$20.35	$0.00	$0.00	$0.00	$20.35	100.00%
331 - OFFICIALS	$1,855.00	$0.00	$0.00	$0.00	$1,855.00	100.00%
610 - SUPPLIES	$3,000.00	$2,000.00	$2,000.00	$0.00	$1,000.00	33.33%
761 - UNIFORMS	$2,000.00	$0.00	$0.00	$0.00	$2,000.00	100.00%
810 - DUES AND FEES	$1,200.00	$0.00	$0.00	$0.00	$1,200.00	100.00%
71 - TRACK Total:	$13,327.13	$3,477.45	$3,477.45	$296.24	$9,553.44	71.68%
72 - VOLLEYBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$7,313.00	$5,072.65	$5,072.65	$2,086.35	$154.00	2.11%
212 - DENTAL INSURANCE	$0.00	$0.00	$0.00	$4.13	($4.13)	100.00%
213 - LIFE INSURANCE	$0.00	$1.14	$1.14	$0.57	($1.71)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$1.16	$1.16	$0.58	($1.74)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$559.45	$384.72	$384.72	$156.79	$17.94	3.21%
230 - RETIREMENT CONTRIBUTIONS	$1,304.05	$417.20	$417.20	$384.84	$502.01	38.50%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$1,235.44	$1,235.44	$308.86	($1,544.30)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$86.80	$86.80	$21.70	($108.50)	100.00%
260 - WORKMEN'S COMPENSATION	$40.23	$0.00	$0.00	$0.00	$40.23	100.00%
331 - OFFICIALS	$2,230.00	$2,460.00	$2,460.00	$330.00	($560.00)	-25.11%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$891.15	$891.15	$0.00	($891.15)	100.00%
610 - SUPPLIES	$500.00	$552.54	$552.54	$0.00	($52.54)	-10.51%
810 - DUES AND FEES	$285.00	$305.00	$305.00	$0.00	($20.00)	-7.02%
72 - VOLLEYBALL Total:	$12,231.73	$11,407.80	$11,407.80	$3,293.82	($2,469.89)	-20.19%
73 - WRESTLING						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$12,647.00	$0.00	$0.00	$11,680.00	$967.00	7.65%
220 - SOCIAL SECURITY CONTRIBUTIONS	$967.51	$0.00	$0.00	$859.95	$107.56	11.12%
230 - RETIREMENT CONTRIBUTIONS	$1,662.03	$0.00	$0.00	$1,289.34	$372.69	22.42%
260 - WORKMEN'S COMPENSATION	$69.57	$0.00	$0.00	$0.00	$69.57	100.00%
331 - OFFICIALS	$840.00	$0.00	$0.00	$0.00	$840.00	100.00%
332 - SECURITY	$448.00	$0.00	$0.00	$0.00	$448.00	100.00%
580 - TRAVEL/EXPENSES	$1,700.00	$0.00	$0.00	$0.00	$1,700.00	100.00%
610 - SUPPLIES	$500.00	$0.00	$0.00	$318.96	$181.04	36.21%
810 - DUES AND FEES	$2,300.00	$665.00	$665.00	$31.00	$1,604.00	69.74%
73 - WRESTLING Total:	$21,134.11	$665.00	$665.00	$14,179.25	$6,289.86	29.76%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2018 To Date:10/31/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
Grand Total:	$327,305.06	$93,055.99	$93,055.99	$114,184.24	$120,064.83	36.68%

End of Report

General Ledger - FUND 31 - CAPITAL RESERVE BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2018 To Date:11/30/2019

SUBJECT / FUNCTION / OBJECT	Range To Date	Year To Date
00 - NON CLASS SUBJT		
0107 - PLGIT - CAPITAL RESERVE		
000 - NON-CATEGORICAL	$1,114,838.74	$1,114,838.74
0770 - UNRESERVED FUND BALANCE		
000 - NON-CATEGORICAL	($727,868.75)	($727,868.75)
0850 - UNASSIGNED FUND BALANCE		
000 - NON-CATEGORICAL	($622,169.99)	($622,169.99)
4200 - SITE IMPROVEMENT SERVICES		
710 - LAND AND IMPROVEMENTS	$235,200.00	$235,200.00
00 - NON CLASS SUBJT Total:	$0.00	$0.00
Grand Total:	$0.00	$0.00

End of Report

Student Activities Summary Report

Fiscal Year: 2019-2020

From: 7/1/2019 To: 10/31/2019

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
000 NON-CLASS BYJOB	133,355.78	234.37	(133,355.78)	234.37	.00	234.37
000 NON-CLASS BYJOB	133,355.78	234.37	(133,355.78)	234.37	.00	234.37
105 FOOTBALL CHEERLEADERS	.00	.00	916.21	916.21	(500.00)	416.21
106 WINTER CHEERLEADERS	.00	.00	671.21	671.21	.00	671.21
107 POP MACHINE	.00	.00	7,840.60	7,840.60	.00	7,840.60
141 CLASS OF 2016	.00	.00	.00	.00	.00	.00
142 CLASS OF 2017	.00	.00	.00	.00	.00	.00
144 CLASS OF 2018	.00	.00	1,676.06	1,676.06	.00	1,676.06
145 CLASS OF 2019	.00	.00	922.02	922.02	.00	922.02
146 CLASS OF 2020	.00	.00	2,419.17	2,419.17	.00	2,419.17
147 CLASS OF 2021	.00	.00	1,340.01	1,340.01	.00	1,340.01
148 CLASS OF 2022	.00	.00	729.98	729.98	.00	729.98
149 CLASS OF 2023	.00	.00	2,423.89	2,423.89	.00	2,423.89
150 CLASS OF 2024	.00	.00	7,676.20	7,676.20	.00	7,676.20
151 CLASS OF 2025	.00	.00	1,732.28	1,732.28	.00	1,732.28
152 CLASS OF 2026	.00	.00	1,224.70	1,224.70	.00	1,224.70
199 STUDENT BODY	268.06	.00	10,157.54	10,425.60	(358.16)	10,067.44
199 STUDENT BODY	268.06	.00	10,157.54	10,425.60	(358.16)	10,067.44
200 PROFESSNL-EDUC	.00	.00	1,978.10	1,978.10	(1,141.20)	836.90
201 BAND	.00	.00	2,743.20	2,743.20	(149.60)	2,593.60
210 CHORUS	.00	.00	5,375.99	5,375.99	(239.84)	5,136.15
211 MEISTERSINGERS	.00	.00	200.00	200.00	.00	200.00
213 PANTHER SHOW CHOIR	.00	.00	1,488.37	1,488.37	.00	1,488.37

Student Activities Summary Report

Fiscal Year: 2019-2020

From: 7/1/2019 To: 10/31/2019

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
214 PB & J	.00	.00	.00	.00	.00	.00
220 CONSERVATION	.00	.00	.00	.00	.00	.00
230 FBLA	.00	.00	1,313.91	1,313.91	(648.00)	665.91
240 FFA	.00	.00	7,218.45	7,218.45	(476.40)	6,742.05
241 FFA DICK RICE GRADUATION AWARD	.00	.00	1,550.00	1,550.00	.00	1,550.00
250 FCCLA	.00	.00	1,514.06	1,514.06	(1,000.00)	514.06
260 HORT CLUB	.00	.00	6,097.28	6,097.28	(300.00)	5,797.28
270 NAT'L HONOR SOC	.00	.00	1,592.99	1,592.99	(30.00)	1,562.99
275 SHOOTING CLUB	.00	.00	3.73	3.73	.00	3.73
278 NBC AUTO CLUB	.00	.00	1,991.26	1,991.26	.00	1,991.26
279 ANGELS AMONG US	.00	.00	6,106.87	6,106.87	.00	6,106.87
280 PANTHER PURSE	.00	.00	4,615.54	4,615.54	.00	4,615.54
295 SADD	.00	.00	1,495.16	1,495.16	(660.00)	835.16
300 SKI CLUB	.00	.00	3,756.19	3,756.19	(2,034.00)	1,722.19
310 STUDENT COUNCIL	.00	.00	4.52	4.52	.00	4.52
320 TSA CLUB	.00	.00	253.72	253.72	.00	253.72
330 VARSITY CLUB	.00	.00	540.66	540.66	.00	540.66
340 YEARBOOK CLUB	.00	.00	24,205.80	24,205.80	(168.53)	24,037.27
342 PANTHER PARADISE	.00	.00	7,238.22	7,238.22	.00	7,238.22
345 NBC DANCE-A-THON	.00	.00	6,999.77	6,999.77	.00	6,999.77
346 ARCHERY CLUB	.00	.00	1,636.47	1,636.47	(128.00)	1,508.47
347 SPANISH CLUB	.00	.00	273.66	273.66	.00	273.66
348 INTERACT CLUB	.00	.00	17.67	17.67	.00	17.67

Student Activities Summary Report

Fiscal Year: 2019-2020

From: 7/1/2019 To: 10/31/2019

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
350 MS ANNUAL CLUB	.00	.00	9,850.94	9,850.94	.00	9,850.94
360 BOX TOPS FOR EDUCATION	.00	.00	1,210.38	1,210.38	.00	1,210.38
361 HS STUDENT PRIDE	.00	.00	1,274.02	1,274.02	(70.00)	1,204.02
362 MS STUDENT PRIDE	.00	.00	2,057.12	2,057.12	(89.52)	1,967.60
400 ODYSSEY OF THE MIND	.00	.00	.00	.00	.00	.00
410 STUDENT TEACHER	.00	.00	.00	.00	.00	.00
GRAND TOTALS	267,247.68	468.74	(112,220.10)	155,496.32	(8,351.41)	147,144.91

End of Report

General Ledger - FUND 51 - FOOD SERVICE - BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2018 To Date:10/31/2019

FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance
0102 - FOOD SERVICE CASH					
000 - NON-CATEGORICAL	$0.00	$51,746.07	$51,746.07	$0.00	($51,746.07)
0402 - INTERFUND ACCOUNTS PAYABLE					
000 - NON-CATEGORICAL	$0.00	($80,198.47)	($80,198.47)	$0.00	$80,198.47
0462 - PAYROLL DEDUCT. & WITHHOLDINGS					
213 - LIFE INSURANCE	$0.00	$642.50	$642.50	$0.00	($642.50)
215 - EYE CARE INSURANCE	$0.00	$4,039.18	$4,039.18	$0.00	($4,039.18)
0740 - UNRESERVED RETAINED EARNING					
000 - NON-CATEGORICAL	$0.00	($8,978.16)	($8,978.16)	$0.00	$8,978.16
0850 - UNASSIGNED FUND BALANCE					
000 - NON-CATEGORICAL	$0.00	$26,938.18	$26,938.18	$0.00	($26,938.18)
3100 - FOOD SERVICES					
150 - OFFICE/CLERICAL	$0.00	$3,782.08	$3,782.08	$20,801.52	($24,583.60)
190 - INSTRUCTIONAL ASST	$0.00	$49,031.35	$49,031.35	$51,131.54	($100,162.89)
211 - MEDICAL INSURANCE	$0.00	$9,874.20	$9,874.20	$41,242.50	($51,116.70)
212 - DENTAL INSURANCE	$0.00	($13.72)	($13.72)	$770.40	($756.68)
213 - LIFE INSURANCE	$0.00	$136.30	$136.30	$288.46	($424.76)
214 - INCOME PROTECTION INSURANCE	$0.00	$102.00	$102.00	$224.87	($326.87)
215 - EYE CARE INSURANCE	$0.00	$35.12	$35.12	$348.56	($383.68)
220 - SOCIAL SECURITY CONTRIBUTIONS	$0.00	$3,965.79	$3,965.79	$5,395.65	($9,361.44)
230 - RETIREMENT CONTRIBUTIONS	$0.00	$17,706.61	$17,706.61	$24,460.80	($42,167.41)
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$399.75	$399.75	$205.07	($604.82)
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$3.35	$3.35	$0.00	($3.35)
290 - OTHER EMPLOYEE BENEFITS	$0.00	$0.00	$0.00	$10,500.00	($10,500.00)
430 - REPAIRS & MAINTENANCE SERVCS	$0.00	$2,298.85	$2,298.85	$0.00	($2,298.85)
610 - SUPPLIES	$0.00	$4,522.71	$4,522.71	$3,780.75	($8,303.46)
630 - FOOD	$0.00	$755.35	$755.35	$0.00	($755.35)
631 - FOOD	$0.00	$23,158.28	$23,158.28	$0.00	($23,158.28)
632 - MILK	$0.00	$7,866.09	$7,866.09	$0.00	($7,866.09)
634 - SNACKS	$0.00	$2,117.37	$2,117.37	$0.00	($2,117.37)
650 - TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$0.00	$400.00	$400.00	$0.00	($400.00)
890 - MISCELLANEOUS EXPENDITURES	$0.00	$1,501.82	$1,501.82	$0.00	($1,501.82)
3310 - SUMMER RECREATION					
890 - MISCELLANEOUS EXPENDITURES	$0.00	$1,253.01	$1,253.01	$0.00	($1,253.01)
6510 - INT INVEST & INT-BEAR CK ACCT					
000 - NON-CATEGORICAL	$0.00	($3.67)	($3.67)	$0.00	$3.67
6611 - DAILY SALES-SCHL LUNCH PROGM					

General Ledger - FUND 51 - FOOD SERVICE - BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2018 To Date:10/31/2019

FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance
000 - NON-CATEGORICAL	$0.00	($60,480.45)	($60,480.45)	$0.00	$60,480.45
6614 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($6,247.95)	($6,247.95)	$0.00	$6,247.95
6621 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($4,044.20)	($4,044.20)	$0.00	$4,044.20
6630 - SPECIAL FUNCTIONS					
000 - NON-CATEGORICAL	$0.00	($227.17)	($227.17)	$0.00	$227.17
6990 - MISCELLANEOUS REVENUE					
000 - NON-CATEGORICAL	$0.00	$1,199.67	$1,199.67	$0.00	($1,199.67)
7610 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($908.70)	($908.70)	$0.00	$908.70
7611 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($2,641.90)	($2,641.90)	$0.00	$2,641.90
8530 - CHILD NUTRITION PROGRAM					
000 - NON-CATEGORICAL	$0.00	($13,736.19)	($13,736.19)	$0.00	$13,736.19
8531 - SUBSDY MILK,LUNCH,BRKFAST PRO					
000 - NON-CATEGORICAL	$0.00	($35,995.05)	($35,995.05)	$0.00	$35,995.05
Grand Total:	$0.00	$0.00	$0.00	$159,150.12	($159,150.12)

End of Report

NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS
FOOD SERVICE
TUESDAY, NOVEMBER 12, 2019
SERVICE PERIOD OCTOBER 2019

October Participation

Breakfast		Lunch	
Total Served	6,604	Total Served	14,470
Participation % of student body eating breakfast	37%	Participation % of student body eating lunch	81%

Current Free/Reduced Percentage

High/Middle School –37.95%

Elementary –39.86%

The Board of Directors of the Northern Bedford County School District met on Thursday, December 5, 2019 at 6:00 pm in Room 136 of the high school building in Loysburg, PA.

The following board members were present: Steve Cottle, John Eshelman, Chad Mickle, Mike Miller, David Potchak, Tammy Reasy, Ralph Scott, Randy Wiand. Newly Elected board member Chris Cronrath. Also present were Mr. Todd B. Beatty, Superintendent; Mr. Michael O'Dellick High School Principal; Mr. Trevor Replogle, Elementary School Principal; Mr. Wayne Sherlock, Middle School Principal; Mrs. Lindsay Cherry, Special Education Supervisor; Ms. Teri Biddle, Business Manager/Board Secretary.

Public in attendance at the pre-session and/or the public session of the December 5, 2019 meeting included: Ian Sherlock and Maryah Lingenfelter.

1. Randy Wiand called the meeting to order.
2. Roll call of held over and elected board members was done with all members present.
3. Ralph Scott moved that Tammy Reasy should be the temporary President. All members present voted "yes".
4. Swearing in of the elected board members was done with the following Oath: "I do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and the Constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity."
5. John Eshelman nominated Randy Wiand to serve as President for a period of one year as provided by Section 404 of the School Code. It was seconded by Chris Cronrath. Tammy Reasy nominated Ralph Scott and was seconded by David Potchak. Chad Mickle moved to close the nominations and John Eshelman seconded to close the nominations. Mr. Cottle, Mr. Cronrath, Mr. Eshelman, Mr. Mickle, Mr. Miller and Mr. Wiand voted for Randy Wiand for President. Mr. Potchak, Mr. Scott and Mrs. Reasy voted for Ralph Scott for President. The vote was 6 for Randy Wiand and 3 for Ralph Scott.
6. David Potchak nominated Chris Cronrath for Vice-President to serve for a period of one year as provided by Section 404 of the School Code. The motion was seconded by Tammy Reasy. Randy Wiand nominated John Eshelman with John Eshelman seconding the motion. Tammy Reasy moved to close the nominations seconded by Chad Mickle. Mr. Cottle, Mr. Cronrath, Mr. Mickle, Mr. Miller, Mr. Potchak, Mrs. Reasy, Mr. Scott voted for Mr. Cronrath. Mr. Eshelman and Mr. Wiand voted for Mr. Eshelman. Vote was 7 for Chris Cronrath and 2 for John Eshelman.
7. Chad Mickle led the Pledge to the flag and prayer.
8. Mr. Beatty, Superintendent, reviewed the agenda.
9. There were no citizens who wished to address the board.
10. Ian Sherlock gave the student representative report. He reported that the Student Council is hosting a coat drive. The FBLA will be attending the Regional Leadership Conference December 6, 2019. The Winter sports are under way and the Pride team is sponsoring a Christmas door decorating contest. WTAJ TV's Studio 814 was on the

campus today to record the NBC High School Chorus today. The Chorus is also working hard for an upcoming Christmas Concert this Sunday, December 15, 2019.

11. Communications: There were no items of communications read.
12. It was announced that there would be a special voting board meeting held Thursday, December 12, 2019 for selection of Architect for Window Replacement Project at the Middle/High School. The January 2020 school board meeting will be held Tuesday, January 14, 2020 beginning at 6 pm in the high school building Room 136. January 28, 2020 beginning at 5 pm with the Board Appreciation Dinner followed by a Board retreat at 6 pm..
13. Mr. Mickle moved, seconded by Mr. Eshelman, to approve the minutes from the November 12, 2019 board meeting. All members present voted "yes".
14. Mr. Cronrath moved, seconded by Mr. Mickle to approve the monthly meeting dates for 2020 as follows:
    - 2nd Tuesday of each Month for January – November with the exception of June which will be June 16, 2020 and no meeting in July
    - December re-organization and Regular Monthly Meeting -- December 3, 2020 6:00 pm – Board Meeting
15. Approve the yearly Board meeting schedule to be advertised in local papers in January of 2020. The school website calendar will have monthly meetings posted.
16. Mr. Scott was appointed as the Legislative Chairperson.
17. The Negotiation Committee was set as Chad Mickle, Steve Cottle and John Eshelman. The Transportation Committee was set as Mike Miller, John Eshelman and Chris Cronrath. The Budget Committee was set as Chris Cronrath, John Eshelman and Randy Wiand.
18. There was a discussion of the Board Appreciation Month for January 2020.
19. Mr. Eshelman moved, seconded by Mr. Miller, to do the following items as a Consent Motion with all members present voting "yes".
    - Approve the following as bona fide volunteers for the positions listed at the nominal payment for 2019/20 as recommended by the Administration. The classification may be subject to further clarification upon solicitor's recommendations.

      Dave McIlnay Junior High Assistant Girls Basketball Coach
      Pay will be pro-rated to start date of December 6, 2019 at $1,250 for the season.

    - Approve the following as support staff substitute teachers.

      Sandra Rouser Nurse

    - Approve the following for volunteer winter coaches.

      Fyline Miller Volunteer Elementary Wrestling

20. Mr. Mickle moved, seconded by Mrs. Reasy, to approve the Resolution to Not Raise Taxes above the Index for 2020/21 budget per the attached resolution. All members present voted "yes".
21. Mr. Cronrath moved, seconded by Mr. Eshelman, to approve a Memorandum of Understanding with the Pennsylvania State Police. All members present voted "yes".
22. Mr. Eshelman moved, seconded by Mr. Mickle to approve the following reports and invoices with all members present voting "yes".

    Financial Reports and Budgetary Transfers
    Approve payment of invoices

23. Mr. Eshelman moved, seconded by Mr. Miller to adjourn the meeting at 6:53 pm.

_____
Teri L. Biddle, Business Manager/Board Secretary

_____
Tammy Reasy, Board Treasurer

The Board of Directors of the Northern Bedford County School District met on Wednesday December 12, 2019 at 6:00 pm in Room 136 of the high school building in Loysburg, PA.

The following board members were present: Steve Cottle, Chris Cronrath, John Eshelman, Chad Mickle, Tammy Reasy, Ralph Scott, Randy Wiand. Absent: David Potchak, Mike Miller Also present were Mr. Todd B. Beatty, Superintendent; Mr. Michael O'Dellick High School Principal; Ms. Teri Biddle, Business Manager/Board Secretary.

1. The call to order was given by Randy Wiand, President.
2. Prayer and Pledge to the flag was given by Tammy Reasy.
3. The roll call of board members was held with David Potchak and Mike Miller being absent.
4. There were no communications read.
5. There was an announcement that the January school board meeting will be held January 14, 2020 beginning at 6 pm in the high school building Room 136.
6. Interview of the Architects for Window Replacement was held for the Middle/High School Building. Hex 9, Crabtree Rohrbaugh and CES were all interviewed.
7. Mr. Eshelman moved, seconded by Mr. Mickle, to approve Crabtree Rohrbaugh as selection of the district architect for the potential window replacement project at the Middle/High School Building pending a review of the contract by the solicitor. Vote resulted in "Yes" from Mr. Cronrath, Mr. Eshelman, Mr. Mickle, Mr. Scott and Mr. Wiand and "No" from Mr. Cottle and Mrs. Reasy.

Mr. Eshelman moved, seconded by Mr. Cottle, to adjourn the meeting at 9:00 pm. All members present voted "yes".

_____
Teri L. Biddle, Business Manager/Board Secretary

_____
Tammy Reasy, Board Treasurer

RESOLUTION

WHEREAS, on June 27, 2006, the Pennsylvania legislature passed Act 1 of Special Session 2006, entitled the "Taxpayer Relief Act" (hereinafter "Act 1");

WHEREAS, Act 1 requires school districts to limit tax increases to the level set by an inflation index unless the tax increase is approved by voters in a referendum or the school district obtains from the Department of Education or a court of common pleas a certain referendum exception;

WHEREAS, Act 1 does, however, allow a board of school directors to elect to adopt a resolution indicating that it will not raise the rate of any tax for the support of the public schools for the following fiscal year by more than its index, provided this resolution must be adopted no later than 110 days prior to the date of the election immediately preceding the upcoming fiscal year;

WHEREAS, the Act 1 index for the 2020/21 fiscal year is 3.6%

WHEREAS, the Northern Bedford County School District Board of Directors has made the decision that it shall not raise the rate of any tax for the support of the budget for the 2020/21 fiscal year by more than its index.

AND NOW, on this 5th day of December, 2019, it is hereby RESOLVED by the Northern Bedford County School District (thereinafter "District") Board of Directors (hereinafter "Board") the following:

1. The Board certifies that it will not increase any school district tax for the 2020/21 school year at a rate that exceeds the index as calculated by the Pennsylvania Department of Education.
2. The Board certifies that it will comply with the procedures set forth in Section 687, of the Pennsylvania Public School Code (hereinafter "School Code"), 24 P.S. 6-687, for the adoption of its proposed and final budget.
3. The Board certifies that increasing any tax at a rate less than or equal to the index will be sufficient to balance its final budget of the 2020/21 fiscal year.
4. The Administration of the District will submit the District's information on a proposed increase in the rate of a tax levied for the support of the District to the Pennsylvania Department of Education on the uniform form prepared by the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
5. The Administration of the District will send a copy of this Resolution to the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
6. The Board understands and agrees that by passing this Resolution it is not eligible to seek referendum exceptions under Section 333(f) of Act 1 and is not eligible to request approval from the voters through a referendum to increase a tax rate by more than the index as established for the 2020/21 fiscal year.
7. Once this Resolution is passed, the Administration of the District is not required to comply with the preliminary budget requirements set forth in paragraphs (a) and (c) of Section 311 of Act 1. Provided, however;
   (a) The Board understands and agrees that, upon receipt of the information submitted by the District as set forth in paragraphs 4 and 5 above, the Pennsylvania Department of Education shall compare the District's proposed increase in the rate of the tax with the index.
   (b) Within ten days of the receipt of this information, the Pennsylvania Department of Education shall inform the District whether its proposed tax increase is less than or equal to the index.
   (c) If the Pennsylvania Department of Education determines that the District's proposed increase in the rate of the District's tax exceeds the index, the District is subject to the preliminary budget requirements as set forth in paragraph (a) and (c) of Section 311 of Act 1.

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT
Loysburg, Pennsylvania
By: _____ _____
President Date

ATTEST:_____ _____
Secretary Date

BUDGETARY TRANSFERS 2019/20 REQUESTED

FUND	REASON	FROM (credit)	TO (debit)	MONTH	AMOUNT
10	TELEPHONE SYSTEM SOFTWARE UPGRADES – 5 YEAR	10.1110.561.000.30.80.00 $7911 10.5900.840.000.00.00 BUDGETARY RESERVE 840RESERVE $8000	10.1110.650.000.00.00.00 SOFTWARE TECHNOLOGY SUPPLIES	DECEMBER	$7911

Cash Balances

Fiscal Year: 2019-2020

Date Range: 07/01/2019 - 11/30/2019

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
10.0101.000.000.00.00.00.000	GENERAL FUND CASH	4,782,934.16	7,242,422.43	6,721,374.65	5,303,981.94
10.0111.000.000.00.00.00.000	PLGIT - GENERAL FUND	4,600.02	1,000,000.00	0.00	1,004,600.02
10.0113.000.000.00.00.00.000	PSERS STABILIZATION FUND	1,933,334.43	0.00	0.00	1,933,334.43
31.0107.000.000.00.00.00.000	PLGIT - CAPITAL RESERVE	1,350,038.74	0.00	235,200.00	1,114,838.74
51.0102.000.000.00.00.00.000	FOOD SERVICE CASH	25,815.78	97,803.30	69,914.71	53,704.37
81.0106.000.000.00.00.00.000	ACTIVITY FUND CASH	58,355.78	57,786.26	52,919.84	63,222.20
81.0111.000.000.00.00.00.000	ACTIVITY FUND - CD -PSDLAF	75,268.06	367.65	0.00	75,635.71
		8,230,346.97	8,398,379.64	7,079,409.20	9,549,317.41

End of Report

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 11/13/2019 To Date: 12/05/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
ALLEGHENY MOUNTAIN RESEARCH, INC					
	60707	GENERAL FUND	OPERATION OF BUILDING SERVICE	DUES AND FEES	$800.00
AMAZON.COM					
	60708	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$608.94
AMRHEIN, DAN					
	60675	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
APPALACHIA INTERMEDIATE UNIT 08					
	60709	GENERAL FUND	GIFTED SUPPORT	DUES AND FEES	$125.00
	60709	GENERAL FUND	GUIDANCE SERVICES	DUES AND FEES	$75.00
	60709	GENERAL FUND	INSTRU'L/CURRICLM DEVELOP SER	DUES AND FEES	$1,025.00
	60709	GENERAL FUND	OTHER SUPPORT	PROFESSNL/ED - IU	$8,080.86
	60709	GENERAL FUND	SCHOOL LIBRARY SERVICES	SUPPLIES	$87.44
			Total for APPALACHIA INTERMEDIATE UNIT 08		$9,393.30
BAUM, MICHAEL					
	60650	GENERAL FUND	ATHLETICS	OFFICIALS	$35.00
BEACH, JEFFREY					
	60676	GENERAL FUND	ATHLETICS	OFFICIALS	$110.00
BEDFORD COUNTY TECHNICAL CENTER					
	60710	GENERAL FUND	OTHER VO-ED PROGRAMS	TUITON AREA VO-TECH SCHOOLS	$25,478.82
BEDFORD SOMERSET HEALTH CONSORTIUM					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB HEALTH PREMIUMS	$9,675.94
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	MEDICAL INSURANCE	$238,882.38
			Total for BEDFORD SOMERSET HEALTH CONSORTIUM		$248,558.32
BETAR, DENNIS					
	60677	GENERAL FUND	ATHLETICS	OFFICIALS	$85.00
BNY MELLON - BOND PAYMENT - WIRED					
	0	GENERAL FUND	DEBT SERVICE	INTEREST - SERIAL BONDS	$75,168.75

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 11/13/2019 To Date: 12/05/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
BRIAN BRODE					
	60651	GENERAL FUND	ATHLETICS	OFFICIALS	$35.00
BUSSARD, DONALD					
	60678	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
CARBAUGH BUS LLC					
	0	GENERAL FUND	ATHLETICS	STUD TRANS SERV OTHR SOURCES	$160.20
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$322.50
	0	GENERAL FUND	NONPUBLIC TRANSPORTATION	CONTRACTED CARRIERS	$3,378.00
	0	GENERAL FUND	STUDENT ACTIVITIES	STUD TRANS SERV OTHR SOURCES	$73.50
	0	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$18,904.68
			Total for CARBAUGH BUS LLC		$22,838.88
CENTURYLINK					
	60669	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$978.52
CHAD BOWERS					
	60652	GENERAL FUND	ATHLETICS	OFFICIALS	$30.00
CHARTIERS VALLEY SCHOOL DISTRICT					
	60712	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TUITION - OTHER	$2,748.24
CHERRY, JAKE					
	60679	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
CLARK, TAMMY					
	0	GENERAL FUND	BOARD SERVICES	JUDGEMENTS AGAINST THE LEA	$1,183.20
CLEARFIELD WHOLESALE PAPER CO					
	60713	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$138.72
CM REGENT, LLC					
	60714	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	INCOME PROTECTION INSURANCE	$732.98
COMMONWEALTH CHARTER ACADEMY					
	60715	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$8,040.72
CROWN BENEFITS ADMINISTRATION					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 11/13/2019 To Date: 12/05/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60648	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB VISION/DENTAL PREMIUMS	$77.72
	60648	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	EYE CARE INSURANCE	$1,330.06
	60648	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$3.75
	60716	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB VISION/DENTAL PREMIUMS	$77.72
	60716	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	EYE CARE INSURANCE	$1,330.06
	60716	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$15.75
			Total for CROWN BENEFITS ADMINISTRATION		$2,835.06
DANEL, EDWARD					
	60680	GENERAL FUND	ATHLETICS	OFFICIALS	$45.00
DASHER, JACOB					
	60653	GENERAL FUND	ATHLETICS	OFFICIALS	$0.00
	60665	GENERAL FUND	ATHLETICS	OFFICIALS	$30.00
	60666	GENERAL FUND	ATHLETICS	OFFICIALS	$35.00
	60681	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
	60682	GENERAL FUND	ATHLETICS	OFFICIALS	$85.00
			Total for DASHER, JACOB		$210.00
DELTA DENTAL OF PA					
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	DENTAL INSURANCE	$7,900.00
DETWILER, DENNIS					
	60683	GENERAL FUND	ATHLETICS	OFFICIALS	$95.00
	60684	GENERAL FUND	ATHLETICS	OFFICIALS	$85.00
			Total for DETWILER, DENNIS		$180.00
DICKINSON, RICHARD					
	60685	GENERAL FUND	ATHLETICS	OFFICIALS	$85.00
	60686	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
			Total for DICKINSON, RICHARD		$145.00

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 11/13/2019 To Date: 12/05/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
DONALDSON, DONALD					
	60687	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
ECM SERVICE AGENCY INC					
	60717	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	BONDING INSURANCE	$66.00
EICHELBERGER, MIKE					
	60688	GENERAL FUND	ATHLETICS	OFFICIALS	$110.00
ENGLAND, SARAH					
	60654	GENERAL FUND	ATHLETICS	OFFICIALS	$30.00
FANELLI WILLETT LAW OFFICES					
	60649	GENERAL FUND	LEGAL SERVICES	OTHER PROFESSIONAL SERVICES	$243.00
	60718	GENERAL FUND	LEGAL SERVICES	OTHER PROFESSIONAL SERVICES	$142.50
			Total for FANELLI WILLETT LAW OFFICES		$385.50
FIT OPTIMIZED SOLUTIONS					
	60719	GENERAL FUND	OPERATION OF BUILDING SERVICE	REPAIRS/MAINTENANCE EQUIPMENT	$767.34
FLINN SCIENTIFIC					
	60720	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$54.60
FORD, MAKENZIE					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$1,260.00
FP MAILING SOLUTIONS					
	60721	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	RENTAL EQUIPT	$132.00
FREDERICK, MEGAN ELIZABETH					
	0	GENERAL FUND	INSTRU'L/CURRICLM DEVELOP SER	DUES AND FEES	$50.00
GRAINGER					
	60722	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$262.28
HIGHMARK EDI					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	MEDICAL INSURANCE	$835.63
	0	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$650.59

			Total for HIGHMARK EDI		$1,486.22
HMH RECEIVABLES CO. LLC					
	60723	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$2,000.00
HOSTETLER'S REFIGERATION					
	60724	GENERAL FUND	OPERATION OF BUILDING SERVICE	REPAIRS/MAINTENANCE EQUIPMENT	$1,054.10
INTER COUNTY CONFERENCE					
	60655	GENERAL FUND	ATHLETICS	DUES AND FEES	$575.00
J.C.EHRLICH CO., INC					
	60725	GENERAL FUND	OPERATION OF BUILDING SERVICE	EXTERMINATION SERVICES	$221.00
JANITORS SUPPLY INC					
	60726	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$478.25
JARRATT, RANDY					
	60689	GENERAL FUND	ATHLETICS	OFFICIALS	$110.00
JAY DETWILER					
	60690	GENERAL FUND	ATHLETICS	OFFICIALS	$87.50
JOE SCIALABBA					
	60691	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
KEITH, ROBERT					
	60692	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
KENNEDY INDUSTRIES INC					
	60656	GENERAL FUND	ATHLETICS	SUPPLIES	$357.24
KOVENSKY, SUSAN					
	60693	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
KRING, KAY M					
	0	GENERAL FUND	AGRICULTURE/HORTICULTURE	TRAVEL/EXPENSES	$311.85
LEARNING LAMP					
	60727	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$1,472.85
LEIDY TRANSPORTATION LLC					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$87.49

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 11/13/2019 To Date: 12/05/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	0	GENERAL FUND	NONPUBLIC TRANSPORTATION	CONTRACTED CARRIERS	$1,630.65
	0	GENERAL FUND	STUDENT ACTIVITIES	STUD TRANS SERV OTHR SOURCES	$163.17
	0	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$25,945.56
			Total for LEIDY TRANSPORTATION LLC		$27,826.87
MARTIN OIL COMPANY					
	60728	GENERAL FUND	VEHICLE OPER/MAINT SERVICES	GASOLINE	$276.01
MAXWELL TRANSPORTATION INC					
	60729	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$5,297.63
MAYER ELECTRIC SUPPLY COMPANY INC					
	60730	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$415.12
MCCANN, RAYMOND					
	60657	GENERAL FUND	ATHLETICS	OFFICIALS	$35.00
MCKNIGHT, KAREN J					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$1,260.00
MERAKEY PENNSYLVANIA					
	60731	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$3,616.52
	60731	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$5,975.95
			Total for MERAKEY PENNSYLVANIA		$9,592.47
MIKE PRICE					
	60658	GENERAL FUND	ATHLETICS	OFFICIALS	$35.00
	60694	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
	60695	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
			Total for MIKE PRICE		$187.50
MOWERY, JENNIFER					
	0	GENERAL FUND	HOMEBOUND INSTRUCTION	TRAVEL/EXPENSES	$54.87
NAKICH, JOHN					
	60659	GENERAL FUND	ATHLETICS	OFFICIALS	$35.00

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 11/13/2019 To Date: 12/05/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
NBC ACTIVITY FUND					
	60732	GENERAL FUND	BOARD SERVICES	TRAVEL/EXPENSES	$30.00
	60732	GENERAL FUND	INSTRU'L/CURRICLM DEVELOP SER	TRAVEL/EXPENSES	$50.00
	60732	GENERAL FUND	INSTRUCTIONAL PROGRAMS	DUES AND FEES	$310.00
			Total for NBC ACTIVITY FUND		$390.00
NBC FOOD SERVICE					
	60664	GENERAL FUND	ATHLETICS	OFFICIALS	$1,997.32
	60733	GENERAL FUND	BOARD SERVICES	TRAVEL/EXPENSES	$21.60
	60733	GENERAL FUND	INSTRU'L/CURRICLM DEVELOP SER	TRAVEL/EXPENSES	$543.07
			Total for NBC FOOD SERVICE		$2,561.99
NEW ENTERPRISE RURAL ELECTRIC					
	60734	GENERAL FUND	OPERATION OF BUILDING SERVICE	ELECTRICITY	$2,147.26
PENELEC					
	0	GENERAL FUND	OPERATION OF BUILDING SERVICE	ELECTRICITY	$7,328.30
PFEFFER, WILLIAM					
	60696	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
PORTAGE BOYS BASKETBALL BOOSTERS					
	60660	GENERAL FUND	ATHLETICS	DUES AND FEES	$75.00
R.E. MICHEL COMPANY, LLC					
	60735	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$330.98
RAY BROWN					
	60661	GENERAL FUND	ATHLETICS	OFFICIALS	$55.00
REACH CYBER CHARTER SCHOOL					
	60736	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$1,072.45
RICOH USA, INC					
	60670	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$0.00
	60670	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$122.87
	60670	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$21.68

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 11/13/2019 To Date: 12/05/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60670	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$0.00
			Total for RICOH USA, INC		$144.55
RIDGWAY ELKER WRESTLING					
	60667	GENERAL FUND	ATHLETICS	DUES AND FEES	$275.00
RISSER, STAN					
	60697	GENERAL FUND	ATHLETICS	OFFICIALS	$95.00
ROBERT BLANCHARD					
	60698	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
ROD BRUMBAUGH					
	60699	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
ROMAN, NICK					
	60700	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
	60701	GENERAL FUND	ATHLETICS	OFFICIALS	$45.00
			Total for ROMAN, NICK		$137.50
SAINT FRANCIS UNIVERSITY					
	60668	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$225.00
SAM'S CLUB/SYNCHRONY BANK					
	0	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$4.77
SCRUGGS, STEPHEN					
	60662	GENERAL FUND	ATHLETICS	OFFICIALS	$35.00
SHAUF, MICKEY W AND TINA A					
	60737	GENERAL FUND	CURRENT REAL ESTATE TAXES	NON-CATEGORICAL	$2,592.75
SLAVIK, JULIANNA					
	60702	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
SLOAS, JOHNNY					
	60703	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
SOUTH WOODBURY TOWNSHIP					
	60738	GENERAL FUND	OPERATION OF BUILDING SERVICE	WATER/SEWAGE	$2,040.00

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 11/13/2019 To Date: 12/05/2019

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
SPORTSMANS					
	60704	GENERAL FUND	ATHLETICS	SUPPLIES	$1,173.90
STEVE OAKES					
	60705	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
STRAESSER, WILLIAM					
	60706	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
SUBURBAN PROPANE					
	60739	GENERAL FUND	OPERATION OF BUILDING SERVICE	BOTTLED GAS	$81.13
TREECE, BRANDON					
	60663	GENERAL FUND	ATHLETICS	OFFICIALS	$35.00
UNITED DATACOM NETWORKS, INC.					
	60740	GENERAL FUND	SYSTEM-WIDE TECHNOLOGY SERVICE	SUPPORT OF LEA'S TECH PLAN	$143.75
VERIZON WIRELESS					
	60741	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$12.61
W.L. HALL LIME & COAL INC					
	60742	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$360.64
WEAVER'S SANITATION SVC, INC					
	60743	GENERAL FUND	OPERATION OF BUILDING SERVICE	DISPOSAL SERVICES	$810.00
WELLS FARGO VENDOR					
	60744	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$49.88
	60744	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$847.86
	60744	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$149.64
	60744	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$282.62
				Total for WELLS FARGO VENDOR	$1,330.00
				Total for GENERAL FUND	$489,154.23

Fund: 51 FOOD SERVICE

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
ANGELO PACIFICO AND SONS INC					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 11/13/2019 To Date: 12/05/2019

Fund: 51 FOOD SERVICE

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	17835	FOOD SERVICE	FOOD SERVICES	FOOD	$1,358.30
C M REGENT LLC					
	60711	FOOD SERVICE	PAYROLL DEDUCT. & WITHHOLDINGS	LIFE INSURANCE	$645.00
C.A. CURTZE CO.					
	17836	FOOD SERVICE	FOOD SERVICES	FOOD	$618.28
	17836	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$73.29
			Total for C.A. CURTZE CO.		$691.57
ECOLAB					
	17837	FOOD SERVICE	FOOD SERVICES	REPAIRS & MAINTENANCE SERVCS	$117.99
FEESERS INC					
	17838	FOOD SERVICE	FOOD SERVICES	FOOD	$944.89
	17838	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$131.43
			Total for FEESERS INC		$1,076.32
HOBART					
	17839	FOOD SERVICE	FOOD SERVICES	REPAIRS & MAINTENANCE SERVCS	$550.38
IMLER'S POULTRY					
	17840	FOOD SERVICE	FOOD SERVICES	FOOD	$207.03
NBC GENERAL FUND					
	17841	FOOD SERVICE	FOOD SERVICES	FOOD	$21.76
	17841	FOOD SERVICE	FOOD SERVICES	MISCELLANEOUS EXPENDITURES	$40.00
			Total for NBC GENERAL FUND		$61.76
QUEEN CITY F&P					
	17842	FOOD SERVICE	FOOD SERVICES	FOOD	$494.25
RITCHEYS DAIRY INC					
	17843	FOOD SERVICE	FOOD SERVICES	MILK	$5,747.49
	17843	FOOD SERVICE	FOOD SERVICES	SNACKS	$325.60
			Total for RITCHEYS DAIRY INC		$6,073.09

US FOODS					
	17844	FOOD SERVICE	FOOD SERVICES	FOOD	$11,755.51
	17844	FOOD SERVICE	FOOD SERVICES	SNACKS	$686.91
	17844	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$961.34
			Total for US FOODS		$13,403.76
			Total for FOOD SERVICE		$24,679.45

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
CHESTNUT RIDGE BAND BOOSTERS					
	38958	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$725.00
CLAPPERS WHOLESALE FLORIST					
	38959	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$609.95
DUTCH MILL BULBS					
	38960	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$227.61
FORT PIPER PRINTS					
	38964	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$140.00
J.W. PEPPER					
	38961	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$338.53
LONGS OUTPOST INC					
	38962	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$133.50
NBC ACTIVITY FUND					
	38965	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$250.00
NBC BAND PARENTS ORGANIZATION					
	38966	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$1,355.00
NBC ELEMENTARY ACTIVITY FUND					
	38963	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$42.03
NBC FOOD SERVICE					
	38967	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$683.52
NBC GENERAL FUND					
	38968	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$3,806.46

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 11/13/2019 To Date: 12/05/2019

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
RITCHEYS DAIRY INCORPORATED					
	38969	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$76.75
			Total for ACTIVITY FUND		$8,388.35
				Grand Total:	$522,222.03

Recap for FUND for GENERAL FUND

10	GENERAL FUND	$489,154.23
51	FOOD SERVICE	$24,679.45
81	ACTIVITY FUND	$8,388.35

End of Report

General Ledger - FUND 10 - MAJOR OBJECT ONLY

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:11/30/2019

FUND / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
10 - GENERAL FUND						
100 - PERSONAL SERVICES - SALARIES	$6,119,602.95	$1,811,914.44	$1,811,914.44	$4,037,897.29	$269,791.22	4.41%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$4,326,658.62	$1,302,523.48	$390,459.72	$2,715,859.18	$1,220,339.72	28.21%
300 - PURCH PROFESS/TECH SERVICES	$581,679.95	$147,141.61	$147,141.61	$0.00	$434,538.34	74.70%
400 - PURCHASED PROPERTY SERVICES	$146,763.00	$51,931.44	$51,931.44	$41,351.68	$53,479.88	36.44%
500 - OTHER PURCHASED SERVICES	$1,475,964.79	$462,890.14	$462,890.14	$7,937.75	$1,005,136.90	68.10%
600 - SUPPLIES	$717,109.50	$298,423.40	$298,423.40	$202,628.37	$216,057.73	30.13%
700 - PROPERTY	$107,050.01	$2,088.70	$2,088.70	$5,479.00	$99,482.31	92.93%
800 - OTHER OBJECTS	$333,254.75	$134,267.12	$134,267.12	$300.00	$198,687.63	59.62%
900 - OTHER FINANCING USES	$552,243.75	$0.00	$0.00	$0.00	$552,243.75	100.00%
10 - GENERAL FUND Total:	$14,360,327.32	$4,211,180.33	$3,299,116.57	$7,011,453.27	$4,049,757.48	28.20%
Grand Total:	$14,360,327.32	$4,211,180.33	$3,299,116.57	$7,011,453.27	$4,049,757.48	28.20%

End of Report

General Ledger - FUND 10 MAJOR FUNCTION MAJOR OBJECT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:11/30/2019

FUND / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
10 - GENERAL FUND						
1000 - INSTRUCTION						
100 - PERSONAL SERVICES - SALARIES	$4,445,777.54	$1,173,527.77	$1,173,527.77	$3,083,366.13	$188,883.64	4.25%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$3,226,450.84	$704,129.17	$704,129.17	$2,082,468.54	$439,853.13	13.63%
300 - PURCH PROFESS/TECH SERVICES	$413,150.00	$66,750.86	$66,750.86	$0.00	$346,399.14	83.84%
400 - PURCHASED PROPERTY SERVICES	$43,000.00	$25,706.44	$25,706.44	$10,834.80	$6,458.76	15.02%
500 - OTHER PURCHASED SERVICES	$541,790.80	$108,639.10	$108,639.10	$0.00	$433,151.70	79.95%
600 - SUPPLIES	$296,173.01	$158,421.24	$158,421.24	$34,050.35	$103,701.42	35.01%
700 - PROPERTY	$53,000.01	$0.00	$0.00	$5,479.00	$47,521.01	89.66%
800 - OTHER OBJECTS	$22,171.00	$7,511.30	$7,511.30	$140.00	$14,519.70	65.49%
1000 - INSTRUCTION Total:	$9,041,513.20	$2,244,685.88	$2,244,685.88	$5,216,338.82	$1,580,488.50	17.48%
2000 - SUPPORTING SERVICES						
000 - NON-CATEGORICAL	$0.00	$954.00	$954.00	$0.00	($954.00)	100.00%
100 - PERSONAL SERVICES - SALARIES	$1,502,129.85	$563,873.94	$563,873.94	$871,080.43	$67,175.48	4.47%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$1,055,545.99	$358,435.79	$358,435.79	$607,733.48	$89,376.72	8.47%
300 - PURCH PROFESS/TECH SERVICES	$100,360.95	$56,767.77	$56,767.77	$0.00	$43,593.18	43.44%
400 - PURCHASED PROPERTY SERVICES	$94,253.00	$26,205.00	$26,205.00	$30,516.88	$37,531.12	39.82%
500 - OTHER PURCHASED SERVICES	$906,523.99	$343,289.83	$343,289.83	$7,937.75	$555,296.41	61.26%
600 - SUPPLIES	$385,986.49	$122,874.69	$122,874.69	$165,688.87	$97,422.93	25.24%
700 - PROPERTY	$12,000.00	$0.00	$0.00	$0.00	$12,000.00	100.00%
800 - OTHER OBJECTS	$29,130.00	$49,072.07	$49,072.07	$129.00	($20,071.07)	-68.90%
2000 - SUPPORTING SERVICES Total:	$4,085,930.27	$1,521,473.09	$1,521,473.09	$1,683,086.41	$881,370.77	21.57%
3000 - OPERAT NONINSTRUCTNL SERVICES						
100 - PERSONAL SERVICES - SALARIES	$171,695.56	$74,512.73	$74,512.73	$83,450.73	$13,732.10	8.00%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$44,266.81	$29,138.56	$29,138.56	$25,657.16	($10,528.91)	-23.79%
300 - PURCH PROFESS/TECH SERVICES	$68,169.00	$23,622.98	$23,622.98	$0.00	$44,546.02	65.35%
400 - PURCHASED PROPERTY SERVICES	$9,510.00	$20.00	$20.00	$0.00	$9,490.00	99.79%
500 - OTHER PURCHASED SERVICES	$27,650.00	$10,961.21	$10,961.21	$0.00	$16,688.79	60.36%
600 - SUPPLIES	$34,950.00	$17,127.47	$17,127.47	$2,889.15	$14,933.38	42.73%
700 - PROPERTY	$10,050.00	$2,088.70	$2,088.70	$0.00	$7,961.30	79.22%
800 - OTHER OBJECTS	$6,785.00	$2,515.00	$2,515.00	$31.00	$4,239.00	62.48%
3000 - OPERAT NONINSTRUCTNL SERVICES Total:	$373,076.37	$159,986.65	$159,986.65	$112,028.04	$101,061.68	27.09%
4000 - FACILTES ACQUIST/CONSTRUC SER						
700 - PROPERTY	$32,000.00	$0.00	$0.00	$0.00	$32,000.00	100.00%
4000 - FACILTES ACQUIST/CONSTRUC SER Total:	$32,000.00	$0.00	$0.00	$0.00	$32,000.00	100.00%
5000 - FINANCING USES						
800 - OTHER OBJECTS	$275,168.75	$75,168.75	$75,168.75	$0.00	$200,000.00	72.68%

General Ledger - FUND 10 MAJOR FUNCTION MAJOR OBJECT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:11/30/2019

FUND / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
900 - OTHER FINANCING USES	$552,243.75	$0.00	$0.00	$0.00	$552,243.75	100.00%
5000 - FINANCING USES Total:	$827,412.50	$75,168.75	$75,168.75	$0.00	$752,243.75	90.92%
6000 - REVENUE FROM LOCAL SOURCES						
000 - NON-CATEGORICAL	($4,238,836.00)	($3,220,961.70)	($3,220,961.70)	$0.00	($1,017,874.30)	24.01%
6000 - REVENUE FROM LOCAL SOURCES Total:	($4,238,836.00)	($3,220,961.70)	($3,220,961.70)	$0.00	($1,017,874.30)	24.01%
7000 - REVENUE FROM STATE SOURCES						
000 - NON-CATEGORICAL	($9,343,029.11)	($3,352,615.26)	($3,352,615.26)	$0.00	($5,990,413.85)	64.12%
7000 - REVENUE FROM STATE SOURCES Total:	($9,343,029.11)	($3,352,615.26)	($3,352,615.26)	$0.00	($5,990,413.85)	64.12%
8000 - REVENUE FROM FEDERAL SOURCES						
000 - NON-CATEGORICAL	($344,851.00)	($89,184.93)	($89,184.93)	$0.00	($255,666.07)	74.14%
8000 - REVENUE FROM FEDERAL SOURCES Total:	($344,851.00)	($89,184.93)	($89,184.93)	$0.00	($255,666.07)	74.14%
10 - GENERAL FUND Total:	$433,216.23	($2,661,447.52)	($2,661,447.52)	$7,011,453.27	($3,916,789.52)	-904.12%
Grand Total:	$433,216.23	($2,661,447.52)	($2,661,447.52)	$7,011,453.27	($3,916,789.52)	-904.12%

End of Report

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:11/30/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
00 - NON-INST BLD-DW						
3250 - ATHLETICS						
121 - REGULAR SALARIES	$20,000.00	$8,333.35	$8,333.35	$11,666.65	$0.00	0.00%
131 - REGULAR SALARIES	$35,385.00	$2,010.00	$2,010.00	$29,050.00	$4,325.00	12.22%
211 - MEDICAL INSURANCE	$0.00	$10.16	$10.16	$3,520.65	($3,530.81)	100.00%
212 - DENTAL INSURANCE	$0.00	$0.00	$0.00	$98.56	($98.56)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.10)	($0.10)	$40.04	($39.94)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$4,236.98	$582.48	$582.48	$2,807.49	$847.01	19.99%
230 - RETIREMENT CONTRIBUTIONS	$3,588.45	$615.17	$615.17	$5,122.95	($2,149.67)	-59.91%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$57.67	$57.67	$1,312.00	($1,369.67)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$4.05	$4.05	$92.15	($96.20)	100.00%
260 - WORKMEN'S COMPENSATION	$304.66	$1,217.52	$1,217.52	$0.00	($912.86)	-299.63%
329 - PROFESSIONAL ED SERVICES-OTHER	$41,000.00	$8,666.66	$8,666.66	$0.00	$32,333.34	78.86%
432 - REPAIRS/MAINTENANCE EQUIPMENT	$0.00	$20.00	$20.00	$0.00	($20.00)	100.00%
519 - STUD TRANS SERV OTHR SOURCES	$25,000.00	$1,121.05	$1,121.05	$0.00	$23,878.95	95.52%
610 - SUPPLIES	$9,000.00	$2,927.67	$2,927.67	$0.00	$6,072.33	67.47%
00 - NON-INST BLD-DW Total:	$138,515.09	$25,565.68	$25,565.68	$53,710.49	$59,238.92	42.77%
60 - ALL SPORTS						
3250 - ATHLETICS						
580 - TRAVEL/EXPENSES	$700.00	$0.00	$0.00	$0.00	$700.00	100.00%
610 - SUPPLIES	$4,100.00	$2,222.31	$2,222.31	$0.00	$1,877.69	45.80%
810 - DUES AND FEES	$2,100.00	$645.00	$645.00	$0.00	$1,455.00	69.29%
60 - ALL SPORTS Total:	$6,900.00	$2,867.31	$2,867.31	$0.00	$4,032.69	58.44%
61 - BASEBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$190.00	$0.00	$0.00	$0.00	$190.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$14.54	$0.00	$0.00	$0.00	$14.54	100.00%
230 - RETIREMENT CONTRIBUTIONS	$65.15	$0.00	$0.00	$0.00	$65.15	100.00%
260 - WORKMEN'S COMPENSATION	$1.05	$0.00	$0.00	$0.00	$1.05	100.00%
331 - OFFICIALS	$1,810.00	$35.00	$35.00	$0.00	$1,775.00	98.07%
610 - SUPPLIES	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
761 - UNIFORMS	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
61 - BASEBALL Total:	$7,080.74	$35.00	$35.00	$0.00	$7,045.74	99.51%
62 - BOYS BASKETBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$11,725.00	$941.42	$941.42	$6,607.48	$4,176.10	35.62%
220 - SOCIAL SECURITY CONTRIBUTIONS	$896.98	$70.78	$70.78	$409.26	$416.94	46.48%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:11/30/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
230 - RETIREMENT CONTRIBUTIONS	$1,527.62	$190.06	$190.06	$1,099.22	$238.34	15.60%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$124.04	$124.04	$0.00	($124.04)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$8.71	$8.71	$0.00	($8.71)	100.00%
260 - WORKMEN'S COMPENSATION	$64.51	$0.00	$0.00	$0.00	$64.51	100.00%
331 - OFFICIALS	$3,805.00	$105.00	$105.00	$0.00	$3,700.00	97.24%
332 - SECURITY	$448.00	$0.00	$0.00	$0.00	$448.00	100.00%
580 - TRAVEL/EXPENSES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
610 - SUPPLIES	$1,000.00	$0.00	$0.00	$600.00	$400.00	40.00%
810 - DUES AND FEES	$100.00	$75.00	$75.00	$0.00	$25.00	25.00%
62 - BOYS BASKETBALL Total:	$19,667.11	$1,515.01	$1,515.01	$8,715.96	$9,436.14	47.98%
63 - GIRLS BASKETBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$12,655.00	$1,875.72	$1,875.72	$11,254.28	($475.00)	-3.75%
220 - SOCIAL SECURITY CONTRIBUTIONS	$968.12	$141.79	$141.79	$600.67	$225.66	23.31%
230 - RETIREMENT CONTRIBUTIONS	$2,786.07	$485.45	$485.45	$1,775.22	$525.40	18.86%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$147.38	$147.38	$856.87	($1,004.25)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$10.35	$10.35	$60.18	($70.53)	100.00%
260 - WORKMEN'S COMPENSATION	$69.62	$0.00	$0.00	$0.00	$69.62	100.00%
331 - OFFICIALS	$3,625.00	$140.00	$140.00	$0.00	$3,485.00	96.14%
332 - SECURITY	$448.00	$0.00	$0.00	$0.00	$448.00	100.00%
580 - TRAVEL/EXPENSES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
610 - SUPPLIES	$1,000.00	$0.00	$0.00	$730.25	$269.75	26.98%
810 - DUES AND FEES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
63 - GIRLS BASKETBALL Total:	$21,751.81	$2,800.69	$2,800.69	$15,277.47	$3,673.65	16.89%
64 - Undesignated						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$300.00	$0.00	$0.00	$0.00	$300.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$22.95	$0.00	$0.00	$0.00	$22.95	100.00%
230 - RETIREMENT CONTRIBUTIONS	$102.87	$0.00	$0.00	$0.00	$102.87	100.00%
260 - WORKMEN'S COMPENSATION	$1.65	$0.00	$0.00	$0.00	$1.65	100.00%
64 - Undesignated Total:	$427.47	$0.00	$0.00	$0.00	$427.47	100.00%
65 - FOOTBALL CHEERLEADERS						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$2,580.00	$2,580.00	$2,580.00	$0.00	$0.00	0.00%
212 - DENTAL INSURANCE	$0.00	$5.19	$5.19	$0.00	($5.19)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$197.38	$191.09	$191.09	$0.00	$6.29	3.19%
230 - RETIREMENT CONTRIBUTIONS	$884.69	$884.70	$884.70	$0.00	($0.01)	0.00%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:11/30/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
260 - WORKMEN'S COMPENSATION	$14.20	$0.00	$0.00	$0.00	$14.20	100.00%
610 - SUPPLIES	$500.00	$500.00	$500.00	$0.00	$0.00	0.00%
810 - DUES AND FEES	$75.00	$0.00	$0.00	$0.00	$75.00	100.00%
65 - FOOTBALL CHEERLEADERS Total:	$4,251.27	$4,160.98	$4,160.98	$0.00	$90.29	2.12%
66 - WINTER CHEERLEADERS						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$2,130.00	$304.28	$304.28	$1,825.72	$0.00	0.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$162.95	$23.27	$23.27	$132.47	$7.21	4.42%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$97.49	$97.49	$59.50	($156.99)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$6.85	$6.85	$4.18	($11.03)	100.00%
260 - WORKMEN'S COMPENSATION	$11.72	$0.00	$0.00	$0.00	$11.72	100.00%
610 - SUPPLIES	$500.00	$0.00	$0.00	$0.00	$500.00	100.00%
810 - DUES AND FEES	$75.00	$0.00	$0.00	$0.00	$75.00	100.00%
66 - WINTER CHEERLEADERS Total:	$2,879.67	$431.89	$431.89	$2,021.87	$425.91	14.79%
67 - FOOTBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$24,675.00	$23,635.00	$23,635.00	$0.00	$1,040.00	4.21%
212 - DENTAL INSURANCE	$0.00	$4.84	$4.84	$0.00	($4.84)	100.00%
213 - LIFE INSURANCE	$0.00	$0.14	$0.14	$0.00	($0.14)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.08	$0.08	$0.00	($0.08)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.10)	($0.10)	$0.00	$0.10	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$1,887.67	$1,783.06	$1,783.06	$0.00	$104.61	5.54%
230 - RETIREMENT CONTRIBUTIONS	$5,669.86	$4,783.46	$4,783.46	$0.00	$886.40	15.63%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$2,970.88	$2,970.88	$0.00	($2,970.88)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$208.65	$208.65	$0.00	($208.65)	100.00%
260 - WORKMEN'S COMPENSATION	$135.75	$0.00	$0.00	$0.00	$135.75	100.00%
331 - OFFICIALS	$6,760.00	$7,532.32	$7,532.32	$0.00	($772.32)	-11.42%
332 - SECURITY	$1,260.00	$1,394.00	$1,394.00	$0.00	($134.00)	-10.63%
430 - REPAIRS & MAINTENANCE SERVCS	$5,500.00	$0.00	$0.00	$0.00	$5,500.00	100.00%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$3,053.86	$3,053.86	$0.00	($3,053.86)	100.00%
580 - TRAVEL/EXPENSES	$50.00	$0.00	$0.00	$0.00	$50.00	100.00%
610 - SUPPLIES	$4,200.00	$4,048.82	$4,048.82	$0.00	$151.18	3.60%
761 - UNIFORMS	$2,350.00	$2,088.70	$2,088.70	$0.00	$261.30	11.12%
810 - DUES AND FEES	$550.00	$550.00	$550.00	$0.00	$0.00	0.00%
67 - FOOTBALL Total:	$53,038.28	$52,053.71	$52,053.71	$0.00	$984.57	1.86%
68 - BOYS SOCCER						
3250 - ATHLETICS						

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:11/30/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
135 - PERSONNEL SERVICES	$7,650.00	$7,455.00	$7,455.00	$0.00	$195.00	2.55%
212 - DENTAL INSURANCE	$0.00	$0.40	$0.40	$0.00	($0.40)	100.00%
213 - LIFE INSURANCE	$0.00	$0.28	$0.28	$0.00	($0.28)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.35	$0.35	$0.00	($0.35)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.01)	($0.01)	$0.00	$0.01	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$585.24	$559.87	$559.87	$0.00	$25.37	4.33%
230 - RETIREMENT CONTRIBUTIONS	$2,132.84	$2,065.97	$2,065.97	$0.00	$66.87	3.14%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$458.20	$458.20	$0.00	($458.20)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$32.20	$32.20	$0.00	($32.20)	100.00%
260 - WORKMEN'S COMPENSATION	$42.09	$0.00	$0.00	$0.00	$42.09	100.00%
331 - OFFICIALS	$735.00	$1,590.00	$1,590.00	$0.00	($855.00)	-116.33%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$1,758.28	$1,758.28	$0.00	($1,758.28)	100.00%
610 - SUPPLIES	$800.00	$456.31	$456.31	$0.00	$343.69	42.96%
68 - BOYS SOCCER Total:	$11,945.17	$14,376.85	$14,376.85	$0.00	($2,431.68)	-20.36%
69 - GIRLS SOCCER						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$4,230.00	$4,265.00	$4,265.00	$0.00	($35.00)	-0.83%
212 - DENTAL INSURANCE	$0.00	$1.27	$1.27	$0.00	($1.27)	100.00%
213 - LIFE INSURANCE	$0.00	$0.25	$0.25	$0.00	($0.25)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.31	$0.31	$0.00	($0.31)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.01)	($0.01)	$0.00	$0.01	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$323.60	$312.99	$312.99	$0.00	$10.61	3.28%
230 - RETIREMENT CONTRIBUTIONS	$102.87	$1,426.50	$1,426.50	$0.00	($1,323.63)	-1286.70%
260 - WORKMEN'S COMPENSATION	$23.27	$0.00	$0.00	$0.00	$23.27	100.00%
331 - OFFICIALS	$875.00	$1,670.00	$1,670.00	$0.00	($795.00)	-90.86%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$1,509.52	$1,509.52	$0.00	($1,509.52)	100.00%
610 - SUPPLIES	$600.00	$2,486.86	$2,486.86	$0.00	($1,886.86)	-314.48%
761 - UNIFORMS	$2,800.00	$0.00	$0.00	$0.00	$2,800.00	100.00%
69 - GIRLS SOCCER Total:	$8,954.74	$11,672.69	$11,672.69	$0.00	($2,717.95)	-30.35%
70 - SOFTBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$190.00	$0.00	$0.00	$0.00	$190.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$14.54	$0.00	$0.00	$0.00	$14.54	100.00%
230 - RETIREMENT CONTRIBUTIONS	$65.15	$0.00	$0.00	$0.00	$65.15	100.00%
260 - WORKMEN'S COMPENSATION	$1.05	$0.00	$0.00	$0.00	$1.05	100.00%
331 - OFFICIALS	$2,030.00	$0.00	$0.00	$0.00	$2,030.00	100.00%
610 - SUPPLIES	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:11/30/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
761 - UNIFORMS	$400.00	$0.00	$0.00	$0.00	$400.00	100.00%
70 - SOFTBALL Total:	$5,200.74	$0.00	$0.00	$0.00	$5,200.74	100.00%
71 - TRACK						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$3,700.00	$1,250.00	$1,250.00	$0.00	$2,450.00	66.22%
213 - LIFE INSURANCE	$0.00	$1.53	$1.53	$0.00	($1.53)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$1.92	$1.92	$0.00	($1.92)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$283.05	$91.59	$91.59	$0.00	$191.46	67.64%
230 - RETIREMENT CONTRIBUTIONS	$1,268.73	$428.65	$428.65	$0.00	$840.08	66.21%
260 - WORKMEN'S COMPENSATION	$20.35	$0.00	$0.00	$0.00	$20.35	100.00%
331 - OFFICIALS	$1,855.00	$0.00	$0.00	$0.00	$1,855.00	100.00%
610 - SUPPLIES	$3,000.00	$2,000.00	$2,000.00	$0.00	$1,000.00	33.33%
761 - UNIFORMS	$2,000.00	$0.00	$0.00	$0.00	$2,000.00	100.00%
810 - DUES AND FEES	$1,200.00	$0.00	$0.00	$0.00	$1,200.00	100.00%
71 - TRACK Total:	$13,327.13	$3,773.69	$3,773.69	$0.00	$9,553.44	71.68%
72 - VOLLEYBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$7,313.00	$7,159.00	$7,159.00	$0.00	$154.00	2.11%
212 - DENTAL INSURANCE	$0.00	$3.24	$3.24	$0.00	($3.24)	100.00%
213 - LIFE INSURANCE	$0.00	$1.71	$1.71	$0.00	($1.71)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$1.74	$1.74	$0.00	($1.74)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.13)	($0.13)	$0.00	$0.13	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$559.45	$541.51	$541.51	$0.00	$17.94	3.21%
230 - RETIREMENT CONTRIBUTIONS	$1,304.05	$802.04	$802.04	$0.00	$502.01	38.50%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$1,544.30	$1,544.30	$0.00	($1,544.30)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$108.50	$108.50	$0.00	($108.50)	100.00%
260 - WORKMEN'S COMPENSATION	$40.23	$0.00	$0.00	$0.00	$40.23	100.00%
331 - OFFICIALS	$2,230.00	$2,490.00	$2,490.00	$0.00	($260.00)	-11.66%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$1,586.65	$1,586.65	$0.00	($1,586.65)	100.00%
610 - SUPPLIES	$500.00	$552.54	$552.54	$0.00	($52.54)	-10.51%
810 - DUES AND FEES	$285.00	$305.00	$305.00	$0.00	($20.00)	-7.02%
72 - VOLLEYBALL Total:	$12,231.73	$15,096.10	$15,096.10	$0.00	($2,864.37)	-23.42%
73 - WRESTLING						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$12,647.00	$1,668.58	$1,668.58	$10,011.42	$967.00	7.65%
220 - SOCIAL SECURITY CONTRIBUTIONS	$967.51	$127.20	$127.20	$737.10	$103.21	10.67%
230 - RETIREMENT CONTRIBUTIONS	$1,662.03	$190.07	$190.07	$1,105.15	$366.81	22.07%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:11/30/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$357.02	$357.02	$0.00	($357.02)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$25.07	$25.07	$0.00	($25.07)	100.00%
260 - WORKMEN'S COMPENSATION	$69.57	$0.00	$0.00	$0.00	$69.57	100.00%
331 - OFFICIALS	$840.00	$0.00	$0.00	$0.00	$840.00	100.00%
332 - SECURITY	$448.00	$0.00	$0.00	$0.00	$448.00	100.00%
580 - TRAVEL/EXPENSES	$1,700.00	$0.00	$0.00	$0.00	$1,700.00	100.00%
610 - SUPPLIES	$500.00	$357.24	$357.24	$41.90	$100.86	20.17%
810 - DUES AND FEES	$2,300.00	$940.00	$940.00	$31.00	$1,329.00	57.78%
73 - WRESTLING Total:	$21,134.11	$3,665.18	$3,665.18	$11,926.57	$5,542.36	26.22%
Grand Total:	$327,305.06	$138,014.78	$138,014.78	$91,652.36	$97,637.92	29.83%

End of Report

General Ledger - FUND 31 - CAPITAL RESERVE BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:11/30/2019

SUBJECT / FUNCTION / OBJECT	Range To Date	Year To Date
00 - NON CLASS SUBJT		
0107 - PLGIT - CAPITAL RESERVE		
000 - NON-CATEGORICAL	($235,200.00)	$1,114,838.74
0770 - UNRESERVED FUND BALANCE		
000 - NON-CATEGORICAL	$0.00	($727,868.75)
0850 - UNASSIGNED FUND BALANCE		
000 - NON-CATEGORICAL	$0.00	($622,169.99)
4200 - SITE IMPROVEMENT SERVICES		
710 - LAND AND IMPROVEMENTS	$235,200.00	$235,200.00
00 - NON CLASS SUBJT Total:	$0.00	$0.00
Grand Total:	$0.00	$0.00

End of Report

General Ledger - FUND 51 - FOOD SERVICE - BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:11/30/2019

FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance
0102 - FOOD SERVICE CASH					
000 - NON-CATEGORICAL	$0.00	$27,888.59	$53,704.37	$0.00	($53,704.37)
0402 - INTERFUND ACCOUNTS PAYABLE					
000 - NON-CATEGORICAL	$0.00	($53,208.03)	($96,983.83)	$0.00	$96,983.83
0462 - PAYROLL DEDUCT. & WITHHOLDINGS					
213 - LIFE INSURANCE	$0.00	$1,285.00	$1,285.00	$0.00	($1,285.00)
215 - EYE CARE INSURANCE	$0.00	$4,039.18	$4,039.18	$0.00	($4,039.18)
0740 - UNRESERVED RETAINED EARNING					
000 - NON-CATEGORICAL	$0.00	$0.00	($8,978.16)	$0.00	$8,978.16
0850 - UNASSIGNED FUND BALANCE					
000 - NON-CATEGORICAL	$0.00	$0.00	$26,938.18	$0.00	($26,938.18)
3100 - FOOD SERVICES					
150 - OFFICE/CLERICAL	$0.00	$6,618.64	$6,618.64	$17,964.96	($24,583.60)
190 - INSTRUCTIONAL ASST	$0.00	$80,551.38	$80,551.38	$28,009.59	($108,560.97)
211 - MEDICAL INSURANCE	$0.00	$14,765.10	$14,765.10	$36,213.00	($50,978.10)
212 - DENTAL INSURANCE	$0.00	($50.18)	($50.18)	$681.60	($631.42)
213 - LIFE INSURANCE	$0.00	$170.86	$170.86	$253.90	($424.76)
214 - INCOME PROTECTION INSURANCE	$0.00	$128.12	$128.12	$198.75	($326.87)
215 - EYE CARE INSURANCE	$0.00	$9.28	$9.28	$305.16	($314.44)
220 - SOCIAL SECURITY CONTRIBUTIONS	$0.00	$6,545.82	$6,545.82	$3,449.34	($9,995.16)
230 - RETIREMENT CONTRIBUTIONS	$0.00	$29,165.79	$29,165.79	$15,764.68	($44,930.47)
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$719.40	$719.40	$0.00	($719.40)
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$5.43	$5.43	$0.00	($5.43)
290 - OTHER EMPLOYEE BENEFITS	$0.00	$0.00	$0.00	$10,500.00	($10,500.00)
430 - REPAIRS & MAINTENANCE SERVCS	$0.00	$2,967.22	$2,967.22	$0.00	($2,967.22)
610 - SUPPLIES	$0.00	$5,688.77	$5,688.77	$3,780.75	($9,469.52)
630 - FOOD	$0.00	$1,017.55	$1,017.55	$0.00	($1,017.55)
631 - FOOD	$0.00	$38,296.10	$38,296.10	$0.00	($38,296.10)
632 - MILK	$0.00	$13,613.58	$13,613.58	$0.00	($13,613.58)
634 - SNACKS	$0.00	$3,129.88	$3,129.88	$0.00	($3,129.88)
650 - TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$0.00	$400.00	$400.00	$0.00	($400.00)
890 - MISCELLANEOUS EXPENDITURES	$0.00	$1,457.26	$1,457.26	$0.00	($1,457.26)
3310 - SUMMER RECREATION					
890 - MISCELLANEOUS EXPENDITURES	$0.00	$1,253.01	$1,253.01	$0.00	($1,253.01)
6510 - INT INVEST & INT-BEAR CK ACCT					
000 - NON-CATEGORICAL	$0.00	($3.67)	($3.67)	$0.00	$3.67
6611 - DAILY SALES-SCHL LUNCH PROGM					

General Ledger - FUND 51 - FOOD SERVICE - BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:11/30/2019

FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance
000 - NON-CATEGORICAL	$0.00	($78,028.22)	($78,028.22)	$0.00	$78,028.22
6614 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($9,652.30)	($9,652.30)	$0.00	$9,652.30
6621 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($5,522.35)	($5,522.35)	$0.00	$5,522.35
6630 - SPECIAL FUNCTIONS					
000 - NON-CATEGORICAL	$0.00	($3,705.09)	($3,705.09)	$0.00	$3,705.09
6990 - MISCELLANEOUS REVENUE					
000 - NON-CATEGORICAL	$0.00	$1,199.67	$1,199.67	$0.00	($1,199.67)
7610 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($1,569.10)	($1,569.10)	$0.00	$1,569.10
7611 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($4,667.70)	($4,667.70)	$0.00	$4,667.70
8530 - CHILD NUTRITION PROGRAM					
000 - NON-CATEGORICAL	$0.00	($23,322.01)	($23,322.01)	$0.00	$23,322.01
8531 - SUBSDY MILK,LUNCH,BRKFAST PRO					
000 - NON-CATEGORICAL	$0.00	($61,186.98)	($61,186.98)	$0.00	$61,186.98
Grand Total:	$0.00	$0.00	$0.00	$117,121.73	($117,121.73)

End of Report

NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS
FOOD SERVICE
TUESDAY, DECEMBER 5, 2019
SERVICE PERIOD NOVEMBER 2019

November Participation

Breakfast		Lunch	
Total Served	5,416	Total Served	11,759
Participation % of student body eating breakfast	37%	Participation % of student body eating lunch	81%

Current Free/Reduced Percentage

High/Middle School –38%

Elementary –41.04%

The Board of Directors of the Northern Bedford County School District met on Tuesday, January 14, 2020 at 6:00 pm in Room 136 of the high school building in Loysburg, PA.

The following board members were present: Steve Cottle, Chris Cronrath, John Eshelman, Chad Mickle, Mike Miller, David Potchak, Tammy Reasy, Ralph Scott, Randy Wiand. Also present were Mr. Todd B. Beatty, Superintendent; Mr. Michael O'Dellick High School Principal; Mr. Trevor Replogle, Elementary School Principal; Mr. Wayne Sherlock, Middle School Principal; Mrs. Lindsay Cherry, Special Education Supervisor; Ms. Teri Biddle, Business Manager/Board Secretary.

Public in attendance at the pre-session and/or the public session of the January 14, 2020 meeting included: Jeff Koontz, Ritchey Ritchey & Koontz; Katie Smolen, Bedford Gazette; Christie Sweigart, Morrisons Cove Herald; and Sydney Coffey.

1. Randy Wiand called the meeting to order.
2. Prayer and Pledge was given by John Eshelman
3. Roll call with all members present.
4. Mr. Beatty, Superintendent, reviewed the agenda with the board.
5. There were no citizens who wished to recognize the board.
6. Sydney Coffey gave the student board representative report. She reported that the High School Pep Band was honored to play at the Wisconsin versus Penn State Boys Basketball game at the Bryce Jordan Center in State College on January 11, 2019. She also communicated that the Winter Sports are underway and that the second marking period ended today. She also reported that later this week the PRIDE team is hosting a dodgeball tournament.
7. Communications read included a resignation of Brianna Clouse as Head Junior High Softball Coach.
8. The following announcements were made: The February school board meeting will be held Tuesday, February 11, 2020 beginning at 6 pm in the high school building Room 136. Tuesday, January 28, 2020 the board will be meeting for the board appreciation dinner followed by an informational board retreat.
9. Mr. Cronrath moved, seconded by Mr. Eshelman to approve the minutes from the December 5, 2019 and December 12, 2019 board meetings. All members present voted "yes".
10. The 2018/19 Audit Report was given by Jeff Koontz from Ritchey Ritchey & Koontz.
11. Mr. Mickle moved, seconded by Mr. Cottle, ap approve the transfer of $598,000 from the General Fund to the Capital Reserve from the 2018/19 Surplus recognized.
12. Mr. Cronrath moved, seconded by Mr. Eshelman, to approve the hiring of Vesta Nave as an Elementary special education teacher at Step 1 of the Bachelor table at $41,705 pro-rated to her start date. All members present voted "yes".
13. Mr. Scott moved, seconded by Mr. Miller, to do the following items as a consent motion with all members present voting "yes".
    - Accept the resignation of Brianna Clouse as Head Junior High Softball Coach.

- Approve Jessica Wertz as a student teacher working with the Hearing Teacher with the Appalachia Intermediate Unit 08 while working at Northern Bedford County School District from January 6, 2020 thru February 28, 2020.

- Approve the following people as substitute employees provided each candidate has on file a valid teaching certificate (professional), criminal background check, child abuse history clearance, FBI fingerprinting, required health examination and TB test, and Federal form I-9.

  Paul Keller IU08

13. Mr. Mickle moved, seconded by Mr. Miller, to do the following items as a consent motion with all members present voting "yes".

- Approve the following policies as attached for their first reading.

Policy 333	Professional Development
Policy 433	Professional Development (strike through being combined with 333)
Policy 705	Safety
Policy 805	Emergency Preparedness and Response
Policy 805.1	Relations with Law Enforcement Agencies

- Approve three students and Mr. Keith to attend and stay over at the District Chorus Festival to be held at Forest Hills School District on January 15 – 17, 2020. Lodging to be paid by the students and the advisor expenses are budgeted in the general budget.

- Approve permission to do a Request for Proposal on Transportation services that would begin with the 2020/21 school year. This is a required action per the State Audit procedures.

- Approve Interim Tax bills to be issued by the Bedford County Assessment Office for 2019 improvements not billed in the July 2019 tax bills. The assessed value is $1,725,000 and will bring interim real estate revenue of $14,793.43 at the current millage of 8.5759 mills. This revenue is unbudgeted for 2019/20's budget.

- Approve the acceptance of a Title II IDEA-B grant with Intermediate Unit 13 for two year Dyslexia and Early Literacy Pilot Grant.

14. Approve the Senior Class to go to Williamsburg Virginia for a Class Trip to be held May 17-19, 2020 with Mr. Yeatts and Mrs. Martin as Chaperones. They will be staying at the Great Wolf Lodge where there is a Waterpark and spending a day a Busch Gardens. All expenses to be paid by the students.

15. Approve the following fundraisers for the High School

Senior Class	Powerhouse Subs	February 2020
Senior Class	Bedford Candies	March 2020

16. Mr. Eshelman moved, seconded by Mr. Cronrath to approve the following reports and invoices with all members present voting "yes".

    Administrative Reports
    Federal Programs
    Athletic Report
    Financial Reports and Budgetary Transfers
    Approve payment of invoices

17. Executive Session to be held following for purposes of School Safety and the board will not be returning for any further voting action.

18. Mr. Potchak moved, seconded by Mrs. Reasy to adjourn the meeting at 6:50 pm.

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Teri L. Biddle, Business Manager/Board Secretary

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Tammy Reasy, Board Treasurer

The Board of Directors of the Northern Bedford County School District met on Wednesday January 22, 2020 at 6:00 pm in Room 136 of the high school building in Loysburg, PA.

The following board members were present: Steve Cottle, Chris Cronrath, John Eshelman, Chad Mickle, David Potchak, Mike Miller. Absent: Tammy Reasy, Ralph Scott, and Randy Wiand. Also present were Mr. Todd B. Beatty, Superintendent; Mr. Michael O'Dellick High School Principal; Ms. Teri Biddle, Business Manager/Board Secretary and Kelly Sparks, Maintenance Supervisor.

1. The call to order was given by Chris Cronrath, Vice-President.
2. Prayer and Pledge to the flag was given by John Eshelman.
3. The roll call of board members was held with Tammy Reasy, Ralph Scott and Randy Wiand being absent.
4. There were no citizens who wished to address the board.
5. There was an announcement that a special voting meeting will be held January 28, 2020 at 6:15 pm in the high school building Room 136. Prior to this meeting the board will have the board appreciation dinner. Following the special voting meeting an informational board retreat will be held. The February school board meeting will be held Tuesday, February 11, 2020 beginning at 6 pm in the high school building Room 136.
6. Presentation was given by Crabtree Rohrbaugh on the potential Middle/High School Window Replacement options.

Mr. Potchak moved, seconded by Mr. Eshelman, to adjourn the meeting at 7:45 pm. All members present voted "yes".

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Teri L. Biddle, Business Manager/Board Secretary

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Tammy Reasy, Board Treasurer

The Board of Directors of the Northern Bedford County School District met on Wednesday January 28, 2020 at 6:15 pm in Room 136 of the high school building in Loysburg, PA.

The following board members were present: Steve Cottle, Chris Cronrath, John Eshelman, Chad Mickle, Mike Miller, David Potchak, Tammy Reasy, and Randy Wiand. Absent: Ralph Scott. Also present were Mr. Todd B. Beatty, Superintendent; Mr. Michael O'Dellick High School Principal; Mr. Trevor Replogle, Elementary School Principal; Mrs. Lindsay Cherry, Special Education Supervisor; Ms. Teri Biddle, Business Manager/Board Secretary.

1. The call to order was given by Randy Wiand, President.
2. Prayer and Pledge to the flag was given by John Eshelman.
3. The roll call of board members was held with Ralph Scott being absent.
4. There were no citizens who wished to address the board.
5. There was an announcement that the February school board meeting will be held Tuesday, February 11, 2020 beginning at 6 pm in the high school building Room 136.
6. Mr. Eshelman moved, seconded by Mr. Mickle, to approve the design Option 1 – Brick Veneer Construction with limited Metal Wall Panels for bidding purposed with Crabtree Rohrbaugh. All members present voted "yes".
7. Mr. Mickle moved, seconded by Mr. Cottle, to approve the following Alternates to be bid by Crabtree Rohrbaugh. All members present voted "yes".
   - Sheet Metal Flashing & Trim replacing metal cornice, fascia and corners
   - Structured Polycarbonate Panel Assemblies at the MS/HS gym including demo
   - Roller Window Shades for Middle/High School
8. Mr. Cronrath moved, seconded by Mr. Cottle to approve the following to be bid by the school district. All members present voted "yes".
   - Window Abatement for Middle/High School
   - Rooftop Units for Elementary Office, Library, and North End with Curbing.
9. Mr. Cronrath moved, seconded by Mr. Cottle to approve the following to be bid by the school district. Vote was 7-1 with Mr. Eshelman voting "no".
   - Classroom Tiling Abatement and Tile Replacement

Mr. Potchak moved, seconded by Mr. Eshelman, to adjourn the meeting at 7:00 pm. All members present voted "yes".

_____

Teri L. Biddle, Business Manager/Board Secretary

_____

Tammy Reasy, Board Treasurer

NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS



Administrative Reports

Superintendent Administrative Report	Todd Beatty Superintendent
Elementary School Report	Trevor Replogle Elementary Principal
Middle School Report	Wayne Sherlock Middle School Principal
High School Report	Michael O'Dellick High School Principal
Athletics Report	Michael O'Dellick High School Principal

SUPERINTENDENT

BOARD APPRECIATION

With this month being board recognition month, it is important for the public to know that the people that make up a local school board have a significant impact on school operations running smoothly. The members of this board take their position very seriously and work collectively with each other and the superintendent to provide our students with quality opportunities in education, school activities, and career information while remaining fiscally conscious.

On January 28, 2020 there will be a board recognition meal provided by Mrs. Betts' class followed by a board retreat. The purpose of the retreat is to review the status of the district currently and over the next year.

COMMUNITY SERVICE RECOGNITION

It is my pleasure to recognize Mrs. Kathy Miller on behalf of the current school board for her years of service to the children of NBCSD and to the community at large. We are thankful to have people like Kathy that is proud of the community and school district in which she lives and is always willing to help the children in our school district.

FISCAL INFORMATION

The local auditor has completed the audit for the 18-19 school year. Over the past few years, Northern Bedford has been very conservative in the budgeting process to save money for future expenditures. The 18-19 budget year closed approximately $598,000 dollars in the black. We were fortunate to receive a $100,000-dollar Education Grant and not required to pay one month of our health premiums. Unfortunately, our state legislative body continues to fail public brick and mortar schools because they have not been able to pass common sense legislation that would fix the cyber school cost debacle.

The district is giving serious consideration of major projects over the next 4-5 years totaling over 2.2 million dollars. These include the HS/MS windows, the elementary roof, floor tile in HS/MS, and auditorium to name a few.

Given the financial circumstances, it will be difficult for the board to not strongly consider some level of increase in taxes to compensate for additional expenses. Although, NBC has many external forces for which we cannot control, we will continue to provide those items vital to the education of our students; we will also strive to keep the programs we have in place as we can all recognize the value they have for our students.

ELEMENTARY

Community Service

In December, elementary school students collected coats, hats, and gloves in participation with the High School Student Council coat drive. Over 470 coats were collected between the three schools with elementary students donating over 270 coats.

Community Organizations in the School

Several community groups have been grateful and included the elementary school students in some fun and valuable activities. In November, the Rotary provided dictionaries to our third grade students. In December, the Cove Community Club hosted Santa Clause and visited our preschool and kindergarten classes. They provided cookies and milk and a gift for each student. Last week the Martinsburg VFW Auxiliary presented a flag etiquette program to grade three students. We appreciate all the groups that take the time to share with our little Panthers.

End of Marking Period

January 14 is the end of the second marking period. Kindergarten through grade 5 report cards will be distributed and sent home on January 21.

Reading Competition

Practices begin this month for the reading competition that will be hosted at Bedford Middle School on March 26. Mrs. Brown is the Reading Competition advisor for the elementary-aged students in grades 5 and 6.

Bowling Trips

Our annual bowling trips to the Martinsburg Park began on January 6 and continue through February 10. Two classrooms from grades 3-5 visit the park on Mondays. Mr. Brumbaugh, the elementary PE teacher, plans and organizes this trip for the students.

Elementary Music Program

Mrs. Jones led the elementary students in several musical activities in the past several weeks. The 2nd grade students performed their second grade musical on November 19 in the MPR. The 5th grade class performed their Christmas musical on December 10 in the auditorium. Mrs. Jones prepared the "Singing Around the Christmas Tree" activity that all of our little Panthers participated in on December 19. We appreciate her time and the time of all the teachers shared making these fun and worthwhile activities possible.

FEDERAL PROGRAMS REPORT

Title I Parent Meetings

On November 25 we met with parents to discuss our School-Parent Communication, updated the Home-School Compact for Title I, and discussed with parents suggestions for improving our Title services. This information will also be used as we review our School-wide plan.

MIDDLE SCHOOL

Middle School Students of the Month for December

Grade 6	Caitlyn Houp	Mr. and Mrs. Brent Houp
	Dyllan Keller	Mr. and Mrs. Jeremy Keller
Grade 7	Abby Bowser	Mr. and Mrs. Scott Bowser
	Dhylan Miller	Mr. and Mrs. Mike Miller
Grade 8	Cheryl Martin	Mr. and Mrs. Glen Martin
	Brock Beach	Mr. and Mrs. Mike Beach

Job Shadowing

Mrs. Crawford, along with the assistance of Mrs. England, is organizing this year's eighth grade job shadowing day. The event will take place on Friday, January 31. This day is a valuable learning experience for our students. They are able to observe firsthand the day-to-day activities for the occupation they choose to shadow. Generally, this is with a parent or near relative. Students are also required to summarize their experience as well as write thank you letters.

This job shadowing experience along with our Grade 7 CEW fulfill part of the new PDE requirements in regards to career awareness/readiness. Career awareness/readiness are a measure of the newly implemented PA Readiness Index that is used to give school districts an SPP score.

PRIDE

The following table shows the total discipline referrals and the average daily attendance in the middle/high school for the past four years from the first day of school through the last day of school in December for the respective school year. The School-Wide Positive Behavior Intervention and Support program was initiated during the 2017-18 school year.

	2016-17	2017-18	2018-19	2019-20
Total Referrals	150	80	69	75
Average Daily Attendance	94.68%	95.68%	94.94%	95.26%

There was a significant decrease in the number of discipline referrals from 2016-17 to the 2017-18 school year. This school year, we have 50% fewer referrals than the base year. The average daily attendance has shown an increase from 2016-17. While the current year attendance is slightly lower than 2017-18, the first year of implementation, our daily attendance has shown an increase since the inception of our PBIS program.

Spelling Bee

Eighth grader Randy Harris won the annual Middle School Spelling Bee held on December 20. Alyssa Yeatts, Grade 6, finished in second place while Adam Johnson, Grade 8, finished in third

place. Fifty middle school students participated in the Bee. Mrs. Musselman and Mrs. Klavuhn coordinated the contest for the middle school students.

MIDDLE SCHOOL (cont'd)

Ski Club

The Middle School Ski Club for students in grades 6, 7, and 8 is under the direction of Mr. Miller. Middle school students have the opportunity to ski on four Thursdays beginning January 9.

End of Marking Period 2

The last day of the second marking period (and the first semester) is Tuesday, January 14. Report cards are scheduled to be sent home with students on Friday, January 17.

Upcoming Events

January 14	End of First Marking Period/Semester One
January 16	Ski Club
January 17	PRIDE Dodge Ball Tournament Report Cards Distributed
January 20	Martin Luther King Day—No School for Students
January 23	Ski Club
January 27	Activity Period 3
January 30	Ski Club
January 31	Groundhog Job Shadow Day – Gr 8
February 6	Activity Period 4
February 9	Winter Concert – MS Chorus / HS Band
February 13	Midpoint of 3rd Marking Period
February 14	No School – Make-Up Day #2
February 17	No School – President's Day (Make-Up Day #4)
February 19	Activity Period 10
February 28	Activity Period 6
February 29	Middle School Dance

HIGH SCHOOL

FBLA Competition

The FBLA students traveled to St. Francis on Friday, December 6 to participate in the Regional Leadership Conference. Thirty (30) of our forty-seven (47) members qualified for the State Leadership Conference in Hershey based on how they performed in their regional event. The State Leadership Conference will be held April 6th through 8th at the Hershey Lodge. Below are the results of the regional competition and our state qualifiers.

Individual Competition

Abby Fink	1st – Political Science
Makayla Hall	1st – Business Law
Nathanael Helsel	1st – Intro to Business
Ashleigh Hutton	1st – Client Service
Colby Imler	1st – Future Business Leader
Emilee Koontz	1st – Intro to Public Speaking
Kianah Lingenfelter	1st – Accounting I
Stephanie Runyon	1st – Accounting II
Eric Smith	1st – Advertising
Mary Stenning	1st – Agribusiness
Deerin Davis	2nd – Intro to Business
Brodi Dietz	2nd – Networking Concepts
Lacey Fleck	2nd – Job Interview
Ella Gable	2nd – Graphic Design
Nickalas Garner	2nd – Help Desk
Gretchen Keith	2nd – Business Calculations
Cameron Newswanger	2nd – Business Law
Morgan Robison	2nd – Organizational Leadership
Allie Snider	2nd – Business Communications
Hailey Bollman	3rd – Intro to Business Procedures
Brooke Gochnour	3rd – Agribusiness

Team Competition

Alexis Bollman and Andrea Musselman	2nd – Global Business
Sydney Coffey, Aylissa Morral, and Paige Snider	2nd – Management Decision Making
Matt Hall, Ian Sherlock, and Joshua Strayer	2nd – Emerging Business Issues
Aaron Reynolds and Jacob Sensenig	2nd – Intro to Business Presentation

HIGH SCHOOL (cont'd)

Student Council - Blood Drive

Under the direction of Student Council Advisor, Mr. Barton, the club held a blood drive on Thursday, December 12th from 8:00 to 1:30 in the high school gymnasium. The drive was able to collect a total of 15 units of blood.

Senior Projects

Senior projects for the Class of 2020 are scheduled for completion by the end of the first semester. Students that did not meet the requirements at the end of the first marking period will be re-presenting at the end of the second marking period. The majority of the class have already presented and passed. The junior class, the Class of 2021, is in the planning stages to begin their projects. The deadline for juniors to submit their project proposals is the end of the third marking period, March 20.

Keystone Local Assessment

Seniors that did not score proficient on the Keystone Exams are currently in the process of completing the Keystone Local Assessment re-test. Any student scoring proficient or advanced at this level on the re-test meets our graduation requirement. Also, underclassmen that have deficiencies as indicated by the *Spring Keystone Exam* are receiving additional instruction in preparation for the *Winter Keystone Exams*. These students are currently being administered the assessments.

Ski Club

Approximately 34 middle and high school students and Mr. Andrew Barton, advisor, will travel to Blue Knob on January 9, 16, 23, and 30. As in the past, the ski nights will be held on Thursday evenings and continue for a total of four trips throughout the winter season.

District Band

NBC will have ten (10) students represented at the District Band Festival at Everett High School. The festival will be held on February 12, 2020 through February 14, 2020. Student participants will have the opportunity to qualify and advance to Regional Band.

Abigail Fink	Contra-Alto Clarinet, 1st
Bailey Koontz	Tenor Saxophone, 1st
Allyson Ritchey	Euphonium, 1st
Gabby Miller	Piccolo, 2nd; Flute 15th
Josh Strayer	Snare Drum, 2nd; Percussion, 3rd
Lainee Sensenig	Clarinet, 3rd

Abby Mickle	Cornet, 4th
Jay Reed	Tuba, 7th
Cameron Clark	Trombone, 8th
Ren Bowman	Cornet, 17th

HIGH SCHOOL (cont'd)

District Chorus

NBC will have three (3) students represented at the District Chorus Festival at Forest Hills High School. The festival will be held January 15th through the 17th. Student participants will have the opportunity to qualify and advance to Regional Chorus.

Bethany Shawley	Soprano I
Gretchen Keith	Alto I
Matthew Hall	Tenor 1

Upcoming Events

Jan. 14	End of Marking Period 2
Jan. 14 – 15	Winter Keystone Biology Test
Jan. 16 – 17	Winter Keystone Algebra Test
Jan. 17	NHS Food Bank
Jan. 20	**NO SCHOOL – Teacher In-Service Day (Act 80)**
Jan. 22	ASVAB Testing
Feb. 4	Student PRIDE Team Meeting
	Faculty Meeting
Feb. 5	Faculty PRIDE Meeting
Feb. 12 – 14	District Band
Feb. 13	Mid-Point of Marking Period 3

ATHLETIC REPORT

Winter Sports Team Records (as of Jan 10)

	Varsity	Junior Varsity	Jr. High
Boys' Basketball	2-6	3-3	9-0
Girls' Basketball	3-9	4-6	6-3
Wrestling	6-0		5-1

Tournaments

On December 7th, the Junior High wrestling team participated in the 16 team Huntingdon Bearcat Junior High Wrestling Classic finishing with a 6th place finish. The team had 7 finalists. 8th Grader Rece Dibert (130) was the lone Panther wrestler claiming the first place, gold medal. Adam Johnson (Gr. 8/145) and Aaron Bowers (Gr. 7/155) brought home the silver with their 2nd place finishes. Eion Snider (Gr. 8/122) and Brock Beach (Gr. 8/250) were 4th place finishes while 5th place was brought home by Jorydn Fouse (Gr. 7/101) and 6th place, Drew Childers (Gr. 9/138).

During the Christmas break, the girls' Varsity Basketball team competed in the annual Williamsburg Christmas Tournament. The boys' Varsity Basketball team competed in the Portage Christmas Tournament. The girls' team took home third place, defeating Mo Valley. Junior, Hayden Foor, was named to the All-Tournament Team.

On December 27th and 28th, the Varsity Wrestling team competed in the 26 team Southmoreland Holiday Classic finishing with a 17th place finish. Place winners were seniors: Colby Imler (170) - 1st place, Ian Sherlock (138) – 4th place with sophomores Reyan Imler (113)– 8th place and Kainen Brown (195) – 8th place.

Upcoming Tournaments

- January 24 & 25 - Varsity Wrestlers at the Thomas Chevrolet Tournament at Bedford High School.
- February 7 & 8 - Junior High Wrestlers at the Mt. Conference Tournament, TBD.
- February 15 - Varsity Wrestlers at the District 5 Tournament at Richland HS.

ATHLETIC REPORT (cont'd)

Post Season Accolades

BEDFORD GAZETTE FIRST TEAM ALL - STARS		
Grade	**Name**	**Sport**
9	Harley Socie	Cross Country
11	Connor Laird	Cross Country
12	Ian Sherlock	Cross Country
12	Josh Strayer	Cross Country
11	Ian Zimmerman	Cross Country
10	Kainen Brown	Football
11	Brady Clark	Football
11	Cadin Ebersole	Football
12	Colby Imler	Football
12	Steven Kline	Football
11	Thad Leidy	Football
11	Dalton Smith	Football
12	Kyler States	Football
12	Luke Welsh	Football
12	Hunter Corle	Soccer
10	Reyan Imler	Soccer
9	Collin Yeatts	Soccer
9	Abby Kline	Soccer
12	Madison Johnson	Volleyball

INTER-COUNTY CONFERENCE FALL ALL - STARS		
Grade	**Name**	**Sport**
9	Harley Socie	Cross Country
12	Denae Hershberger	Cross Country
12	Ian Sherlock	Cross Country
12	Josh Strayer	Cross Country
11	Ian Zimmerman	Cross Country
11	Brady Clark	Football
12	Colby Imler	Football
11	Dalton Smith	Football
12	Kyler States	Football
12	Luke Welsh	Football
10	Evelyn Long	Soccer
9	Drew Childers	Soccer
12	Madison Johnson	Volleyball

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT
AUDITOR'S PRESENTATION FOR JUNE 30, 2019
JANUARY 14, 2020

I. Audit Reports - There were no audit findings related to financial presentation (p. 1), internal control (p. 57) or federal grant compliance (p. 59).

II. Balance Sheet – Governmental Funds (p.18)

	General Fund	Capital Projects Fund
Assets	$ 7,660,382	$ 1,449,920
Liabilities	2,009,552	0
Fund balance	5,650,830	1,449,920
Liabilities & fund balance	$ 7,660,382	$ 1,449,920

Cash represents $6.7M of assets in the general fund and $1.4M of assets in the capital projects fund. General Fund unassigned fund balance is $2.2M and $3.4M has been assigned for future post-employment benefits, retirement, capital projects, and technology expenditures.

III. Statement of Revenues, Expenditures & Changes in Fund Balance – Governmental Funds (p.20)

	General Fund	Capital Projects Fund
Revenue	$ 13,828,543	$ 24,293
Expenditures	(12,776,677)	(62,447)
	1,061,866	(38,154)
Transfers	(462,975)	387,975
Net change in fund balance	598,897	349,821
Fund Balance – Beg	5,051,939	1,052,399
Fund Balance – End	$ 5,650,830	$ 1,402,220

General Fund revenue was about 30% from local sources; 67% from state sources; and 3% from federal sources.

The majority of capital projects expenditures was for the Middle/High School water heater.

IV. Budget vs. Actual (p.51)

	Budget	Actual	Variance
Revenue	$ 13,568,351	$ 13,828,543	$ 260,192
Expenditures	(13,508,895)	(12,766,677)	742,218
Transfers	(292,975)	(462,975)	(170,000)
Excess (Deficiency)	$ (233,519)	$ 598,891	$ 832,410

V. Other Information

a. Statement of Net Position (p. 15 – 16) – Full Accrual
   i. Fixed Assets, net - $12,449,377
   ii. Outstanding Bonds - $6,565,000
   iii. Pension Liability - $20,738,000
b. GASB 75 – new standard which changed the way the Other Post Employment Benefits (OPEB) liability is valued. OPEB liability recorded on full accrual statements.
c. Statement of Activities (p. 17) – Full Accrual
d. Cafeteria Fund (p. 22 – 24)
e. Notes to the Financial Statements (p. 26 – 50)

Cash Balances

Fiscal Year: 2019-2020

Date Range: 07/01/2019 - 12/31/2019

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
10.0101.000.000.00.00.00.000	GENERAL FUND CASH	4,782,934.16	9,006,582.98	8,082,139.22	5,707,377.92
10.0111.000.000.00.00.00.000	PLGIT - GENERAL FUND	4,600.02	1,000,000.00	0.00	1,004,600.02
10.0113.000.000.00.00.00.000	PSERS STABILIZATION FUND	1,933,334.43	0.00	0.00	1,933,334.43
31.0107.000.000.00.00.00.000	PLGIT - CAPITAL RESERVE	1,350,038.74	0.00	235,200.00	1,114,838.74
51.0102.000.000.00.00.00.000	FOOD SERVICE CASH	25,815.78	114,223.31	87,453.87	52,585.22
81.0106.000.000.00.00.00.000	ACTIVITY FUND CASH	58,355.78	91,609.51	81,413.35	68,551.94
81.0111.000.000.00.00.00.000	ACTIVITY FUND - CD -PSDLAF	75,268.06	648.22	0.00	75,916.28
		8,230,346.97	10,213,064.02	8,486,206.44	9,957,204.55

End of Report

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 12/04/2019 To Date: 01/14/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
ACE FIX-IT HARDWARE					
	60788	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$56.02
ADELMAN, CLARK					
	60767	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
	60843	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
			Total for ADELMAN, CLARK		$120.00
AGORA CYBER CHARTER SCHOOL					
	60870	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$340.55
ALLEGHENY MOUNTAIN RESEARCH, INC					
	60707	GENERAL FUND	OPERATION OF BUILDING SERVICE	DUES AND FEES	$800.00
AMAZON.COM					
	60708	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$0.00
AMRHEIN, DAN					
	60675	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
ANDERS, JASON					
	60844	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
APPALACHIA INTERMEDIATE UNIT 08					
	60709	GENERAL FUND	GIFTED SUPPORT	DUES AND FEES	$125.00
	60709	GENERAL FUND	GUIDANCE SERVICES	DUES AND FEES	$75.00
	60709	GENERAL FUND	INSTRU'L/CURRICLM DEVELOP SER	DUES AND FEES	$1,025.00
	60709	GENERAL FUND	OTHER SUPPORT	PROFESSNL/ED - IU	$8,080.86
	60709	GENERAL FUND	SCHOOL LIBRARY SERVICES	SUPPLIES	$87.44
	60871	GENERAL FUND	OTHER SUPPORT	PROFESSNL/ED - IU	$8,338.07
			Total for APPALACHIA INTERMEDIATE UNIT 08		$17,731.37
APPALACHIAN HARDWOOD LUMBER COMPANY					
	60752	GENERAL FUND	AGRICULTURE/HORTICULTURE	SUPPLIES	$300.00
	60752	GENERAL FUND	BUILDING CONTRUCTION OCC	SUPPLIES	$950.00

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 12/04/2019 To Date: 01/14/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60872	GENERAL FUND	BUILDING CONTRUCTION OCC	SUPPLIES	$2,702.76
			Total for APPALACHIAN HARDWOOD LUMBER COMPANY		$3,952.76
BAUM, MICHAEL					
	60768	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
BCREF					
	60873	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$156.00
BEACH, JEFFREY					
	60676	GENERAL FUND	ATHLETICS	OFFICIALS	$110.00
BEDFORD COUNTY HUMAN SERVICES COUNCIL					
	60874	GENERAL FUND	NURSING SERVICES	DUES AND FEES	$20.00
BEDFORD COUNTY TECHNICAL CENTER					
	60710	GENERAL FUND	OTHER VO-ED PROGRAMS	TUITON AREA VO-TECH SCHOOLS	$25,478.82
BEDFORD GAZETTE					
	60875	GENERAL FUND	BOARD SERVICES	ADVERTISING	$173.24
BEDFORD SOMERSET HEALTH CONSORTIUM					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	MEDICAL INSURANCE	($954.50)
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB HEALTH PREMIUMS	$9,172.99
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	MEDICAL INSURANCE	$239,836.88
			Total for BEDFORD SOMERSET HEALTH CONSORTIUM		$248,055.37
BETAR, DENNIS					
	60677	GENERAL FUND	ATHLETICS	OFFICIALS	$0.00
BLUE PIRATE BASKETBALL BOOSTERS					
	60761	GENERAL FUND	ATHLETICS	DUES AND FEES	$100.00
BRANAS, MICHAEL					
	60845	GENERAL FUND	ATHLETICS	OFFICIALS	$110.00
BUCKEYE HARDWARE					
	60789	GENERAL FUND	BUILDING CONTRUCTION OCC	SUPPLIES	$431.90
BUSSARD, DONALD					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 12/04/2019 To Date: 01/14/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60678	GENERAL FUND	ATHLETICS	OFFICIALS	$0.00
CAMCO PHYSICAL AND OCCUPATIONAL THERAPY					
	60753	GENERAL FUND	OTHER SUPPORT	PROFESSIONAL ED SERVICES-OTHER	$5,089.00
	60877	GENERAL FUND	OTHER SUPPORT	PROFESSIONAL ED SERVICES-OTHER	$3,709.55
			Total for CAMCO PHYSICAL AND OCCUPATIONAL THERAPY		$8,798.55
CARBAUGH BUS LLC					
	0	GENERAL FUND	ATHLETICS	STUD TRANS SERV OTHR SOURCES	$1,068.50
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$322.50
	0	GENERAL FUND	NONPUBLIC TRANSPORTATION	CONTRACTED CARRIERS	$6,174.00
	0	GENERAL FUND	STUDENT ACTIVITIES	STUD TRANS SERV OTHR SOURCES	$73.50
	0	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$44,120.62
			Total for CARBAUGH BUS LLC		$51,759.12
CAROLYN TRACEY					
	60790	GENERAL FUND	TAX ASSESSMT COLLECTN SERVICE	POSTAGE	$12.10
CDW GOVERNMENT					
	60754	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$608.94
CENTURYLINK					
	60791	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$978.52
CHARTIERS VALLEY SCHOOL DISTRICT					
	60712	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TUITION - OTHER	$2,748.24
	60878	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TUITION - OTHER	$2,248.56
			Total for CHARTIERS VALLEY SCHOOL DISTRICT		$4,996.80
CHERRY, JAKE					
	60679	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
	60769	GENERAL FUND	ATHLETICS	OFFICIALS	$87.50

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 12/04/2019 To Date: 01/14/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60846	GENERAL FUND	ATHLETICS	OFFICIALS	$85.00
			Total for CHERRY, JAKE		$232.50
CLARK, TAMMY					
	0	GENERAL FUND	BOARD SERVICES	JUDGEMENTS AGAINST THE LEA	$2,088.00
CLAYCOMB DIETZ INSURANCE					
	60879	GENERAL FUND	TAX ASSESSMT COLLECTN SERVICE	BONDING INSURANCE	$788.55
CLEARFIELD WHOLESALE PAPER CO					
	60713	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$138.72
	60880	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$104.04
			Total for CLEARFIELD WHOLESALE PAPER CO		$242.76
CLOUSE, BRIANNA D					
	60881	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TUITION REIMBURSEMENT	$1,200.00
CM REGENT, LLC					
	60714	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	INCOME PROTECTION INSURANCE	$732.98
	60882	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	INCOME PROTECTION INSURANCE	$732.98
			Total for CM REGENT, LLC		$1,465.96
COMMONWEALTH CHARTER ACADEMY					
	60715	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$8,040.72
	60755	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON PA CHARTER SCHOOLS	$5,249.33
	60755	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$1,858.08
			Total for COMMONWEALTH CHARTER ACADEMY		$15,148.13
CONTRACT PAPER GROUP INC					
	60883	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$6,902.40
CROWN BENEFITS ADMINISTRATION					
	60716	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB VISION/DENTAL PREMIUMS	$77.72
	60716	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	EYE CARE INSURANCE	$1,330.06

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60716	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$15.75
	60884	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB VISION/DENTAL PREMIUMS	$72.00
	60884	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	EYE CARE INSURANCE	$1,330.06
	60884	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$15.75
			Total for CROWN BENEFITS ADMINISTRATION		$2,841.34
D & D WOOD SALES INC					
	60885	GENERAL FUND	OPERATION OF BUILDING SERVICE	OTHER FUELS	$17,737.72
DANEL, EDWARD					
	60680	GENERAL FUND	ATHLETICS	OFFICIALS	$45.00
DASHER, JACOB					
	60681	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
	60682	GENERAL FUND	ATHLETICS	OFFICIALS	$0.00
	60847	GENERAL FUND	ATHLETICS	OFFICIALS	$45.00
			Total for DASHER, JACOB		$105.00
DELTA DENTAL OF PA					
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	DENTAL INSURANCE	$15,800.00
DETWILER, DENNIS					
	60683	GENERAL FUND	ATHLETICS	OFFICIALS	$95.00
	60684	GENERAL FUND	ATHLETICS	OFFICIALS	$85.00
	60770	GENERAL FUND	ATHLETICS	OFFICIALS	$95.00
			Total for DETWILER, DENNIS		$275.00
DICKINSON, RICHARD					
	60685	GENERAL FUND	ATHLETICS	OFFICIALS	$85.00
	60686	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
	60771	GENERAL FUND	ATHLETICS	OFFICIALS	$102.50
	60848	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
			Total for DICKINSON, RICHARD		$307.50

DIEHL, MICHELE J					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TRAVEL/EXPENSES	$45.94
DONALDSON, DONALD					
	60687	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
DURST, LYNN					
	60849	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
ECM SERVICE AGENCY INC					
	60717	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	BONDING INSURANCE	$66.00
	60792	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	BONDING INSURANCE	$1,902.67
			Total for ECM SERVICE AGENCY INC		$1,968.67
ED BEIDLE					
	60750	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
EICHELBERGER, MIKE					
	60688	GENERAL FUND	ATHLETICS	OFFICIALS	$110.00
	60850	GENERAL FUND	ATHLETICS	OFFICIALS	$110.00
			Total for EICHELBERGER, MIKE		$220.00
EWART, JONATHAN S					
	0	GENERAL FUND	INST PROF DEV SVS-CERT STAFF	TUITION REIMBURSEMENT	$1,200.00
FANELLI WILLETT LAW OFFICES					
	60718	GENERAL FUND	LEGAL SERVICES	OTHER PROFESSIONAL SERVICES	$142.50
	60886	GENERAL FUND	LEGAL SERVICES	OTHER PROFESSIONAL SERVICES	$603.00
			Total for FANELLI WILLETT LAW OFFICES		$745.50
FISCHER, JUSTIN					
	60772	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
	60773	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
	60851	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
			Total for FISCHER, JUSTIN		$245.00
FISHER, JOANN					
	60751	GENERAL FUND	ATHLETICS	OFFICIALS	$85.00

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
FIT OPTIMIZED SOLUTIONS					
	60719	GENERAL FUND	OPERATION OF BUILDING SERVICE	REPAIRS/MAINTENANCE EQUIPMENT	$767.34
FLINN SCIENTIFIC					
	60720	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$54.60
FORD, MAKENZIE					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$2,152.50
FP MAILING SOLUTIONS					
	60721	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	RENTAL EQUIPT	$132.00
FREDERICK, MEGAN ELIZABETH					
	0	GENERAL FUND	INSTRU'L/CURRICLM DEVELOP SER	DUES AND FEES	$50.00
GERGELY, RICHARD					
	60774	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
	60852	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
			Total for GERGELY, RICHARD		$120.00
GIBSON, DON					
	60853	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
GOCHNOUR, CAROL					
	0	GENERAL FUND	INST PROF DEV SVS-CERT STAFF	TUITION REIMBURSEMENT	$1,200.00
GRAINGER					
	60722	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$262.28
	60807	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$126.40
	60887	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$20.97
			Total for GRAINGER		$409.65
HC HOOD CO.					
	60793	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$677.00
HIGHMARK EDI					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	MEDICAL INSURANCE	$1,004.45

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
HIPP, RAYMOND					
	60854	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
HMH RECEIVABLES CO. LLC					
	60723	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$2,000.00
HOFFMAN, WILLIAM					
	60775	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
	60776	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
	60855	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
			Total for HOFFMAN, WILLIAM		$245.00
HOSTETLER'S REFIGERATION					
	60724	GENERAL FUND	OPERATION OF BUILDING SERVICE	REPAIRS/MAINTENANCE EQUIPMENT	$1,054.10
INFOCON CORPORATION					
	60794	GENERAL FUND	TAX ASSESSMT COLLECTN SERVICE	POSTAGE	$490.00
INTER COUNTY CONFERENCE					
	60856	GENERAL FUND	ATHLETICS	DUES AND FEES	$75.00
INTERSTATE TAX SERVICE INC					
	60888	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$194.40
J.C.EHRLICH CO., INC					
	60725	GENERAL FUND	OPERATION OF BUILDING SERVICE	EXTERMINATION SERVICES	$221.00
	60889	GENERAL FUND	OPERATION OF BUILDING SERVICE	EXTERMINATION SERVICES	$221.00
			Total for J.C.EHRLICH CO., INC		$442.00
JANITORS SUPPLY INC					
	60726	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$478.25
	60890	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$2,076.24
			Total for JANITORS SUPPLY INC		$2,554.49
JARRATT, RANDY					

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60689	GENERAL FUND	ATHLETICS	OFFICIALS	$110.00
	60857	GENERAL FUND	ATHLETICS	OFFICIALS	$110.00
			Total for JARRATT, RANDY		$220.00
JAY DETWILER					
	60690	GENERAL FUND	ATHLETICS	OFFICIALS	$0.00
	60777	GENERAL FUND	ATHLETICS	OFFICIALS	$87.50
	60858	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
			Total for JAY DETWILER		$147.50
JH SCHOOL MOUNTAIN WRESTLING CONFERENCE					
	60762	GENERAL FUND	ATHLETICS	DUES AND FEES	$250.00
JOE SCIALABBA					
	60691	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
KEITH, ROBERT					
	60692	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
	60778	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
	60779	GENERAL FUND	ATHLETICS	OFFICIALS	$87.50
	60859	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
	60860	GENERAL FUND	ATHLETICS	OFFICIALS	$87.50
			Total for KEITH, ROBERT		$420.00
KEYSTONE COLLECTIONS GROUP					
	0	GENERAL FUND	CURRNT ACT511 OCC PRIV TAXES	NON-CATEGORICAL	$1,097.97
KEYSTONE INVESTIGATION & SPECIALISTS LLC					
	60763	GENERAL FUND	ATHLETICS	SECURITY	$68.00
	60780	GENERAL FUND	ATHLETICS	SECURITY	$136.00
	60813	GENERAL FUND	ATHLETICS	SECURITY	$136.00
	60861	GENERAL FUND	ATHLETICS	SECURITY	$68.00
			Total for KEYSTONE INVESTIGATION & SPECIALISTS LLC		$408.00

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
KOVENSKY, SUSAN					
	60693	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
KRING, KAY M					
	0	GENERAL FUND	AGRICULTURE/HORTICULTURE	TRAVEL/EXPENSES	$311.85
LEARNING LAMP					
	60727	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$1,472.85
	60795	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$1,117.22
	60891	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$805.20
			Total for LEARNING LAMP		$3,395.27
LEIDY TRANSPORTATION LLC					
	0	GENERAL FUND	ATHLETICS	STUD TRANS SERV OTHR SOURCES	$1,422.27
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$87.49
	0	GENERAL FUND	NONPUBLIC TRANSPORTATION	CONTRACTED CARRIERS	$2,893.95
	0	GENERAL FUND	STUDENT ACTIVITIES	STUD TRANS SERV OTHR SOURCES	$356.85
	0	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$64,040.61
			Total for LEIDY TRANSPORTATION LLC		$68,801.17
LIBRARY VIDEO COMPANY					
	60808	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$97.80
MARTIN OIL COMPANY					
	60728	GENERAL FUND	VEHICLE OPER/MAINT SERVICES	GASOLINE	$276.01
	60892	GENERAL FUND	VEHICLE OPER/MAINT SERVICES	GASOLINE	$601.12
			Total for MARTIN OIL COMPANY		$877.13
MARTIN, ABIGAIL D					
	0	GENERAL FUND	INST PROF DEV SVS-CERT STAFF	TUITION REIMBURSEMENT	$1,200.00
MATHESON TRI-GAS INC					
	60796	GENERAL FUND	AGRICULTURE/HORTICULTURE	SUPPLIES	$98.55

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60796	GENERAL FUND	AUTO MECHANICS	SUPPLIES	$98.55
	60796	GENERAL FUND	TRADE AND INDUSTRIAL EDUCATIO	SUPPLIES	$0.00
			Total for MATHESON TRI-GAS INC		$197.10
MAXWELL TRANSPORTATION INC					
	60729	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$5,297.63
	60756	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$4,227.25
			Total for MAXWELL TRANSPORTATION INC		$9,524.88
MAYER ELECTRIC SUPPLY COMPANY INC					
	60730	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$415.12
MCCANN, RAYMOND					
	60862	GENERAL FUND	ATHLETICS	OFFICIALS	$85.00
	60863	GENERAL FUND	ATHLETICS	OFFICIALS	$45.00
	60864	GENERAL FUND	ATHLETICS	OFFICIALS	$87.50
			Total for MCCANN, RAYMOND		$217.50
MCCARTNEY'S					
	60893	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	SUPPLIES	$5.69
	60893	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	SUPPLIES	$11.54
			Total for MCCARTNEY'S		$17.23
MCDOUGAL, JACK					
	60781	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
	60865	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
			Total for MCDOUGAL, JACK		$120.00
MCKNIGHT, KAREN J					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$2,152.50
MELLOTT, AMY					
	60747	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	DUES AND FEES	$50.00
MERAKEY PENNSYLVANIA					

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60731	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$3,616.52
	60731	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$5,975.95
	60797	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$2,515.84
	60797	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$3,648.90
			Total for MERAKEY PENNSYLVANIA		$15,757.21
METZLER AUTO PARTS INC					
	60894	GENERAL FUND	AUTO MECHANICS	CAPITALIZED EQUIPMENT ORIG & ADD'L	$4,879.00
MEYERSDALE WRESTLING BOOSTERS					
	60814	GENERAL FUND	ATHLETICS	DUES AND FEES	$200.00
MIKE PRICE					
	60694	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
	60695	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
	60782	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
	60783	GENERAL FUND	ATHLETICS	OFFICIALS	$35.00
			Total for MIKE PRICE		$247.50
MITCHELL 1					
	60895	GENERAL FUND	OTHER VO-ED PROGRAMS	SUPPLIES	$1,099.00
MOWERY, JENNIFER					
	0	GENERAL FUND	HOMEBOUND INSTRUCTION	TRAVEL/EXPENSES	$54.87
NBC ACTIVITY FUND					
	60732	GENERAL FUND	BOARD SERVICES	TRAVEL/EXPENSES	$30.00
	60732	GENERAL FUND	INSTRU'L/CURRICLM DEVELOP SER	TRAVEL/EXPENSES	$50.00
	60732	GENERAL FUND	INSTRUCTIONAL PROGRAMS	DUES AND FEES	$310.00
	60896	GENERAL FUND	ATHLETICS	SUPPLIES	$348.50
	60896	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	MISCELLANEOUS EXPENDITURES	$14.03
			Total for NBC ACTIVITY FUND		$752.53

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
NBC FOOD SERVICE					
	60733	GENERAL FUND	BOARD SERVICES	TRAVEL/EXPENSES	$21.60
	60733	GENERAL FUND	INSTRU'L/CURRICLM DEVELOP SER	TRAVEL/EXPENSES	$543.07
	60897	GENERAL FUND	OCCUPATIONAL HOME EC EDUCATION	SUPPLIES	$55.90
	60897	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	TRAVEL/EXPENSES	$48.75
			Total for NBC FOOD SERVICE		$669.32
NEW ENTERPRISE RURAL ELECTRIC					
	60734	GENERAL FUND	OPERATION OF BUILDING SERVICE	ELECTRICITY	$2,147.26
	60898	GENERAL FUND	OPERATION OF BUILDING SERVICE	ELECTRICITY	$3,527.80
			Total for NEW ENTERPRISE RURAL ELECTRIC		$5,675.06
NULTON DIAGNOSTIC & TREATMENT CENTER					
	60899	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$220.00
O'DELLICK, MICHAEL C					
	0	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	TUITION REIMBURSEMENT	$2,709.00
PA PRINCIPALS ASSOCIATION					
	60900	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	DUES AND FEES	$595.00
PENCIL, JACK					
	60784	GENERAL FUND	ATHLETICS	OFFICIALS	$110.00
PENELEC					
	0	GENERAL FUND	OPERATION OF BUILDING SERVICE	ELECTRICITY	$8,200.84
PENNSYLVANIA STATE UNIVERSITY					
	60757	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	DUES AND FEES	$50.00
PENNSYLVANIA VIRTUAL CHARTER SCHOOL					
	60798	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$967.89
PFEFFER, WILLIAM					
	60696	GENERAL FUND	ATHLETICS	OFFICIALS	$0.00
PSERS					

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	0	GENERAL FUND	ACCRUED SALARIES AND BENEFITS	RETIREMENT CONTRIBUTIONS	$202,172.69
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	RETIREMENT CONTRIBUTIONS	$233,677.44
			Total for PSERS		$435,850.13
PYRAMID HEALTHCARE INC					
	60758	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$4,500.00
	60758	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$9,900.00
	60901	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$3,500.00
	60901	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$7,700.00
			Total for PYRAMID HEALTHCARE INC		$25,600.00
R.E. MICHEL COMPANY, LLC					
	60735	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$330.98
REACH CYBER CHARTER SCHOOL					
	60736	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$1,072.45
RICOH USA, INC					
	60748	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$9.66
	60748	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$811.67
	60748	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$143.23
	60748	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$54.71
	60809	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$12.08
	60809	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$507.63
	60809	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$89.58
	60809	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$68.48
			Total for RICOH USA, INC		$1,697.04
RISSER, STAN					
	60697	GENERAL FUND	ATHLETICS	OFFICIALS	$95.00
	60785	GENERAL FUND	ATHLETICS	OFFICIALS	$95.00

			Total for RISSER, STAN		$190.00
RITCHEY RITCHEY & KOONTZ CPAS					
	60902	GENERAL FUND	RECEIV & DISTRIBUT FUNDS SERV	OTHER PROFESSIONAL SERVICES	$7,000.00
ROBERT BLANCHARD					
	60698	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
	60786	GENERAL FUND	ATHLETICS	OFFICIALS	$102.50
	60787	GENERAL FUND	ATHLETICS	OFFICIALS	$85.00
			Total for ROBERT BLANCHARD		$247.50
ROD BRUMBAUGH					
	60699	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
ROD SIPES					
	60866	GENERAL FUND	ATHLETICS	OFFICIALS	$102.50
ROMAN, NICK					
	60700	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
	60701	GENERAL FUND	ATHLETICS	OFFICIALS	$45.00
			Total for ROMAN, NICK		$137.50
SAM'S CLUB/SYNCHRONY BANK					
	0	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$99.25
	0	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	SUPPLIES	$8.98
			Total for SAM'S CLUB/SYNCHRONY BANK		$108.23
SCHOOL HEALTH CORPORATION					
	60903	GENERAL FUND	NURSING SERVICES	SUPPLIES	$152.85
SCHOOL NURSE SUPPLY INC					
	60904	GENERAL FUND	NURSING SERVICES	SUPPLIES	$699.50
SEL-LO OIL INC.					
	60905	GENERAL FUND	OPERATION OF BUILDING SERVICE	OIL	$3,504.00
SHAUF, MICKEY W AND TINA A					
	60737	GENERAL FUND	CURRENT REAL ESTATE TAXES	NON-CATEGORICAL	$2,592.75
SKILLS USA					

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60804	GENERAL FUND	AUTO MECHANICS	DUES AND FEES	$210.00
	60804	GENERAL FUND	BUILDING CONTRUCTION OCC	DUES AND FEES	$300.00
			Total for SKILLS USA		$510.00
SLAVIK, JULIANNA					
	60702	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
SLOAS, JOHNNY					
	60703	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
SMITH, LYNN					
	60764	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
SNOWBERGER, KRISTINA J					
	60766	GENERAL FUND	ATHLETICS	TRAVEL/EXPENSES	$150.00
SOUTH WOODBURY TOWNSHIP					
	60738	GENERAL FUND	OPERATION OF BUILDING SERVICE	WATER/SEWAGE	$2,040.00
	60799	GENERAL FUND	OPERATION OF BUILDING SERVICE	WATER/SEWAGE	$2,040.00
			Total for SOUTH WOODBURY TOWNSHIP		$4,080.00
SPORTSMANS					
	60704	GENERAL FUND	ATHLETICS	SUPPLIES	$1,173.90
	60765	GENERAL FUND	ATHLETICS	SUPPLIES	$123.30
			Total for SPORTSMANS		$1,297.20
STATE CHEMICAL COMPANY					
	60810	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$193.41
STEVE OAKES					
	60705	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
	60867	GENERAL FUND	ATHLETICS	OFFICIALS	$102.50
			Total for STEVE OAKES		$162.50
STRAESSER, WILLIAM					
	60706	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
SUBURBAN PROPANE					

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60739	GENERAL FUND	OPERATION OF BUILDING SERVICE	BOTTLED GAS	$81.13
	60800	GENERAL FUND	OPERATION OF BUILDING SERVICE	BOTTLED GAS	$66.07
	60906	GENERAL FUND	OPERATION OF BUILDING SERVICE	BOTTLED GAS	$595.94
			Total for SUBURBAN PROPANE		$743.14
THE PA CYBER CHARTER SCHOOL					
	60759	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$1,645.61
	60907	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$2,903.68
			Total for THE PA CYBER CHARTER SCHOOL		$4,549.29
THOMAS SHANE					
	60868	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
UNITED DATACOM NETWORKS, INC.					
	60740	GENERAL FUND	SYSTEM-WIDE TECHNOLOGY SERVICE	SUPPORT OF LEA'S TECH PLAN	$143.75
	60760	GENERAL FUND	SYSTEM-WIDE TECHNOLOGY SERVICE	SUPPORT OF LEA'S TECH PLAN	$55.00
	60908	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$7,911.00
	60908	GENERAL FUND	SYSTEM-WIDE TECHNOLOGY SERVICE	SUPPORT OF LEA'S TECH PLAN	$55.00
			Total for UNITED DATACOM NETWORKS, INC.		$8,164.75
VERIZON WIRELESS					
	60741	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$12.61
	60811	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$12.61
			Total for VERIZON WIRELESS		$25.22
VOYTKO, STEVE					
	60869	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
W.L. HALL LIME & COAL INC					
	60742	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$360.64
WALBORN SERVICES					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 12/04/2019 To Date: 01/14/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60909	GENERAL FUND	AUTO MECHANICS	CAPITALIZED EQUIPMENT ORIG & ADD'L	$600.00
WEAVER'S SANITATION SVC, INC					
	60743	GENERAL FUND	OPERATION OF BUILDING SERVICE	DISPOSAL SERVICES	$810.00
	60910	GENERAL FUND	OPERATION OF BUILDING SERVICE	DISPOSAL SERVICES	$810.00
			Total for WEAVER'S SANITATION SVC, INC		$1,620.00
WELLS FARGO VENDOR					
	60744	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$49.88
	60744	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$847.86
	60744	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$149.64
	60744	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$282.62
	60812	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$49.88
	60812	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$847.86
	60812	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$149.64
	60812	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$282.62
			Total for WELLS FARGO VENDOR		$2,660.00
WEX BANK					
	60749	GENERAL FUND	VEHICLE OPER/MAINT SERVICES	GASOLINE	$88.93
	60911	GENERAL FUND	VEHICLE OPER/MAINT SERVICES	GASOLINE	$321.81
			Total for WEX BANK		$410.74
			Total for GENERAL FUND		$1,086,465.62

Fund: 51 FOOD SERVICE

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
ANGELO PACIFICO AND SONS INC					
	17845	FOOD SERVICE	FOOD SERVICES	FOOD	$1,422.15
C M REGENT LLC					
	60711	FOOD SERVICE	PAYROLL DEDUCT. & WITHHOLDINGS	LIFE INSURANCE	$645.00

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 12/04/2019 To Date: 01/14/2020

Fund: 51 FOOD SERVICE

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60876	FOOD SERVICE	PAYROLL DEDUCT. & WITHHOLDINGS	LIFE INSURANCE	$645.00
			Total for C M REGENT LLC		$1,290.00
DEFFIBAUGH, SHERRY					
	17846	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$87.20
FEESERS INC					
	17847	FOOD SERVICE	FOOD SERVICES	FOOD	$933.83
	17847	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$402.62
			Total for FEESERS INC		$1,336.45
IMLER'S POULTRY					
	17848	FOOD SERVICE	FOOD SERVICES	FOOD	$207.72
NBC GENERAL FUND					
	17849	FOOD SERVICE	FOOD SERVICES	FOOD	$55.89
	17849	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$65.98
			Total for NBC GENERAL FUND		$121.87
QUEEN CITY F&P					
	17850	FOOD SERVICE	FOOD SERVICES	FOOD	$435.05
RITCHEYS DAIRY INC					
	17851	FOOD SERVICE	FOOD SERVICES	FOOD	$107.05
	17851	FOOD SERVICE	FOOD SERVICES	MILK	$4,881.13
	17851	FOOD SERVICE	FOOD SERVICES	SNACKS	$237.10
			Total for RITCHEYS DAIRY INC		$5,225.28
US FOODS					
	17852	FOOD SERVICE	FOOD SERVICES	FOOD	$6,938.43
	17852	FOOD SERVICE	FOOD SERVICES	SNACKS	$232.21
	17852	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$1,203.10
			Total for US FOODS		$8,373.74
			Total for FOOD SERVICE		$18,499.46

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 12/04/2019 To Date: 01/14/2020

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
ALBERT, DIANE					
	38983	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$60.00
BEDFORD CANDIES					
	38970	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$490.60
BLUE KNOB					
	38984	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$2,173.00
BOLLMAN CHARTER SERVICE					
	38985	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$2,000.00
BURTON & BURTON					
	38971	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$220.94
CHESTNUT RIDGE BAND BOOSTERS					
	38972	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$50.00
CLAPPERS WHOLESALE FLORIST					
	38973	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$466.70
DELOZIER, HAROLD					
	38986	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$45.00
DELOZIER, KATHLEEN					
	38987	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$50.00
DISTRICT 6 PMEA					
	38974	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$700.00
	38998	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$420.00
			Total for DISTRICT 6 PMEA		$1,120.00
DUTCH MILL BULBS					
	38975	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$38.05
ETIDES					
	0	ACTIVITY FUND	SALES TAX	NON-CATEGORICAL	$272.07
EVERETT MARBLE AND GRANITE WORKS					
	38981	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$210.00

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 12/04/2019 To Date: 01/14/2020

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
FOOSE, ERIC					
	38988	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$100.00
FORT PIPER PRINTS					
	38976	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$585.00
GARLOCK, PENNY					
	38977	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$100.00
HILLARD, JOSH					
	38989	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$45.00
KRISPY KREME					
	38990	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$1,426.75
LINGENFELTER, TRISHA					
	38978	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$416.62
LONG, JENNIFER					
	38991	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$45.00
MARIANNAS FUNDRAISERS					
	38979	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$2,447.50
	38992	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$5,833.00
			Total for MARIANNAS FUNDRAISERS		$8,280.50
MISSY MILLER					
	38993	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$589.50
NASTASE, GARY					
	38994	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$45.00
NBC GENERAL FUND					
	38999	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$4,231.98
PEE JAY'S FRESH FRUIT					
	38995	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$6,970.85
PRATT, SANDRA J					
	39001	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$45.79

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 12/04/2019 To Date: 01/14/2020

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
SNOWBERGER, KRISTINA					
	38980	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$200.00
	39002	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$116.56
			Total for SNOWBERGER, KRISTINA		$316.56
SNOWBERGER, KRISTINA J					
	38982	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$1,800.00
	38996	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$1,200.00
			Total for SNOWBERGER, KRISTINA J		$3,000.00
YANKEE CANDLE FUNDRAISING					
	39000	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$2,330.24
YOUNG, KEN					
	38997	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$100.00
			Total for ACTIVITY FUND		$35,825.15
				Grand Total:	$1,140,790.23

Recap for FUND for GENERAL FUND

10	GENERAL FUND	$1,086,465.62
51	FOOD SERVICE	$18,499.46
81	ACTIVITY FUND	$35,825.15

End of Report

General Ledger - FUND 10 - MAJOR OBJECT ONLY

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:12/31/2019

FUND / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
10 - GENERAL FUND						
100 - PERSONAL SERVICES - SALARIES	$6,119,602.95	$2,268,522.52	$2,268,522.52	$3,629,664.12	$221,416.31	3.62%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$4,326,658.62	$1,892,801.61	$980,737.85	$2,391,788.38	$954,132.39	22.05%
300 - PURCH PROFESS/TECH SERVICES	$581,679.95	$183,309.18	$183,309.18	$2,709.70	$395,661.07	68.02%
400 - PURCHASED PROPERTY SERVICES	$146,763.00	$65,160.74	$65,160.74	$33,891.41	$47,710.85	32.51%
500 - OTHER PURCHASED SERVICES	$1,475,964.79	$618,831.75	$618,831.75	$284.84	$856,848.20	58.05%
600 - SUPPLIES	$717,109.50	$329,851.13	$329,851.13	$194,841.92	$192,416.45	26.83%
700 - PROPERTY	$107,050.01	$2,088.70	$2,088.70	$5,479.00	$99,482.31	92.93%
800 - OTHER OBJECTS	$333,254.75	$138,605.32	$138,605.32	$451.00	$194,198.43	58.27%
900 - OTHER FINANCING USES	$552,243.75	$0.00	$0.00	$0.00	$552,243.75	100.00%
10 - GENERAL FUND Total:	$14,360,327.32	$5,499,170.95	$4,587,107.19	$6,259,110.37	$3,514,109.76	24.47%
Grand Total:	$14,360,327.32	$5,499,170.95	$4,587,107.19	$6,259,110.37	$3,514,109.76	24.47%

End of Report

General Ledger - FUND 10 MAJOR FUNCTION MAJOR OBJECT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:12/31/2019

FUND / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
10 - GENERAL FUND						
1000 - INSTRUCTION						
100 - PERSONAL SERVICES - SALARIES	$4,445,777.54	$1,509,344.92	$1,509,344.92	$2,796,048.98	$140,383.64	3.16%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$3,226,450.84	$1,093,767.08	$1,093,767.08	$1,837,429.87	$295,253.89	9.15%
300 - PURCH PROFESS/TECH SERVICES	$413,150.00	$97,175.15	$97,175.15	$0.00	$315,974.85	76.48%
400 - PURCHASED PROPERTY SERVICES	$43,000.00	$27,825.97	$27,825.97	$9,175.27	$5,998.76	13.95%
500 - OTHER PURCHASED SERVICES	$541,790.80	$176,047.74	$176,047.74	$0.00	$365,743.06	67.51%
600 - SUPPLIES	$296,173.01	$171,100.32	$171,100.32	$38,901.42	$86,171.27	29.09%
700 - PROPERTY	$53,000.01	$0.00	$0.00	$5,479.00	$47,521.01	89.66%
800 - OTHER OBJECTS	$22,171.00	$7,997.30	$7,997.30	$291.00	$13,882.70	62.62%
1000 - INSTRUCTION Total:	$9,041,513.20	$3,083,258.48	$3,083,258.48	$4,687,325.54	$1,270,929.18	14.06%
2000 - SUPPORTING SERVICES						
100 - PERSONAL SERVICES - SALARIES	$1,502,129.85	$675,536.06	$675,536.06	$761,858.22	$64,735.57	4.31%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$1,055,545.99	$436,400.31	$436,400.31	$530,756.23	$88,389.45	8.37%
300 - PURCH PROFESS/TECH SERVICES	$100,360.95	$59,624.37	$59,624.37	$658.70	$40,077.88	39.93%
400 - PURCHASED PROPERTY SERVICES	$94,253.00	$37,314.77	$37,314.77	$24,716.14	$32,222.09	34.19%
500 - OTHER PURCHASED SERVICES	$906,523.99	$432,325.08	$432,325.08	$284.84	$473,914.07	52.28%
600 - SUPPLIES	$385,986.49	$140,535.14	$140,535.14	$154,155.60	$91,295.75	23.65%
700 - PROPERTY	$12,000.00	$0.00	$0.00	$0.00	$12,000.00	100.00%
800 - OTHER OBJECTS	$29,130.00	$52,574.27	$52,574.27	$129.00	($23,573.27)	-80.92%
2000 - SUPPORTING SERVICES Total:	$4,085,930.27	$1,834,310.00	$1,834,310.00	$1,472,558.73	$779,061.54	19.07%
3000 - OPERAT NONINSTRUCTNL SERVICES						
100 - PERSONAL SERVICES - SALARIES	$171,695.56	$83,641.54	$83,641.54	$71,756.92	$16,297.10	9.49%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$44,266.81	$33,371.08	$33,371.08	$23,602.28	($12,706.55)	-28.70%
300 - PURCH PROFESS/TECH SERVICES	$68,169.00	$26,509.66	$26,509.66	$2,051.00	$39,608.34	58.10%
400 - PURCHASED PROPERTY SERVICES	$9,510.00	$20.00	$20.00	$0.00	$9,490.00	99.79%
500 - OTHER PURCHASED SERVICES	$27,650.00	$10,458.93	$10,458.93	$0.00	$17,191.07	62.17%
600 - SUPPLIES	$34,950.00	$18,215.67	$18,215.67	$1,784.90	$14,949.43	42.77%
700 - PROPERTY	$10,050.00	$2,088.70	$2,088.70	$0.00	$7,961.30	79.22%
800 - OTHER OBJECTS	$6,785.00	$2,865.00	$2,865.00	$31.00	$3,889.00	57.32%
3000 - OPERAT NONINSTRUCTNL SERVICES Total:	$373,076.37	$177,170.58	$177,170.58	$99,226.10	$96,679.69	25.91%
4000 - FACILTES ACQUIST/CONSTRUC SER						
700 - PROPERTY	$32,000.00	$0.00	$0.00	$0.00	$32,000.00	100.00%
4000 - FACILTES ACQUIST/CONSTRUC SER Total:	$32,000.00	$0.00	$0.00	$0.00	$32,000.00	100.00%
5000 - FINANCING USES						
800 - OTHER OBJECTS	$275,168.75	$75,168.75	$75,168.75	$0.00	$200,000.00	72.68%
900 - OTHER FINANCING USES	$552,243.75	$0.00	$0.00	$0.00	$552,243.75	100.00%

General Ledger - FUND 10 MAJOR FUNCTION MAJOR OBJECT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:12/31/2019

FUND / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
5000 - FINANCING USES Total:	$827,412.50	$75,168.75	$75,168.75	$0.00	$752,243.75	90.92%
6000 - REVENUE FROM LOCAL SOURCES						
000 - NON-CATEGORICAL	($4,238,836.00)	($3,584,171.49)	($3,584,171.49)	$0.00	($654,664.51)	15.44%
6000 - REVENUE FROM LOCAL SOURCES Total:	($4,238,836.00)	($3,584,171.49)	($3,584,171.49)	$0.00	($654,664.51)	15.44%
7000 - REVENUE FROM STATE SOURCES						
000 - NON-CATEGORICAL	($9,343,029.11)	($4,656,367.22)	($4,656,367.22)	$0.00	($4,686,661.89)	50.16%
7000 - REVENUE FROM STATE SOURCES Total:	($9,343,029.11)	($4,656,367.22)	($4,656,367.22)	$0.00	($4,686,661.89)	50.16%
8000 - REVENUE FROM FEDERAL SOURCES						
000 - NON-CATEGORICAL	($344,851.00)	($113,402.53)	($113,402.53)	$0.00	($231,448.47)	67.12%
8000 - REVENUE FROM FEDERAL SOURCES Total:	($344,851.00)	($113,402.53)	($113,402.53)	$0.00	($231,448.47)	67.12%
10 - GENERAL FUND Total:	$433,216.23	($3,184,033.43)	($3,184,033.43)	$6,259,110.37	($2,641,860.71)	-609.82%
Grand Total:	$433,216.23	($3,184,033.43)	($3,184,033.43)	$6,259,110.37	($2,641,860.71)	-609.82%

End of Report

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:12/31/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
00 - NON-INST BLD-DW						
3250 - ATHLETICS						
121 - REGULAR SALARIES	$20,000.00	$10,000.02	$10,000.02	$9,999.98	$0.00	0.00%
131 - REGULAR SALARIES	$35,385.00	$2,010.00	$2,010.00	$29,050.00	$4,325.00	12.22%
211 - MEDICAL INSURANCE	$0.00	$10.16	$10.16	$3,017.70	($3,027.86)	100.00%
212 - DENTAL INSURANCE	$0.00	$0.00	$0.00	$68.96	($68.96)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.10)	($0.10)	$34.32	($34.22)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$4,236.98	$668.80	$668.80	$2,721.17	$847.01	19.99%
230 - RETIREMENT CONTRIBUTIONS	$3,588.45	$615.17	$615.17	$5,122.95	($2,149.67)	-59.91%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$57.67	$57.67	$1,312.00	($1,369.67)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$4.05	$4.05	$92.15	($96.20)	100.00%
260 - WORKMEN'S COMPENSATION	$304.66	$1,217.52	$1,217.52	$0.00	($912.86)	-299.63%
329 - PROFESSIONAL ED SERVICES-OTHER	$41,000.00	$8,666.66	$8,666.66	$0.00	$32,333.34	78.86%
432 - REPAIRS/MAINTENANCE EQUIPMENT	$0.00	$20.00	$20.00	$0.00	($20.00)	100.00%
519 - STUD TRANS SERV OTHR SOURCES	$25,000.00	$1,121.05	$1,121.05	$0.00	$23,878.95	95.52%
610 - SUPPLIES	$9,000.00	$2,927.67	$2,927.67	$0.00	$6,072.33	67.47%
00 - NON-INST BLD-DW Total:	$138,515.09	$27,318.67	$27,318.67	$51,419.23	$59,777.19	43.16%
60 - ALL SPORTS						
3250 - ATHLETICS						
580 - TRAVEL/EXPENSES	$700.00	$0.00	$0.00	$0.00	$700.00	100.00%
610 - SUPPLIES	$4,100.00	$2,359.21	$2,359.21	$0.00	$1,740.79	42.46%
810 - DUES AND FEES	$2,100.00	$645.00	$645.00	$0.00	$1,455.00	69.29%
60 - ALL SPORTS Total:	$6,900.00	$3,004.21	$3,004.21	$0.00	$3,895.79	56.46%
61 - BASEBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$190.00	$0.00	$0.00	$0.00	$190.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$14.54	$0.00	$0.00	$0.00	$14.54	100.00%
230 - RETIREMENT CONTRIBUTIONS	$65.15	$0.00	$0.00	$0.00	$65.15	100.00%
260 - WORKMEN'S COMPENSATION	$1.05	$0.00	$0.00	$0.00	$1.05	100.00%
331 - OFFICIALS	$1,810.00	$35.00	$35.00	$0.00	$1,775.00	98.07%
610 - SUPPLIES	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
761 - UNIFORMS	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
61 - BASEBALL Total:	$7,080.74	$35.00	$35.00	$0.00	$7,045.74	99.51%
62 - BOYS BASKETBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$11,725.00	$3,143.90	$3,143.90	$4,405.00	$4,176.10	35.62%
220 - SOCIAL SECURITY CONTRIBUTIONS	$896.98	$236.80	$236.80	$287.64	$372.54	41.53%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:12/31/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
230 - RETIREMENT CONTRIBUTIONS	$1,527.62	$570.18	$570.18	$739.68	$217.76	14.25%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$474.54	$474.54	$175.25	($649.79)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$33.33	$33.33	$12.31	($45.64)	100.00%
260 - WORKMEN'S COMPENSATION	$64.51	$0.00	$0.00	$0.00	$64.51	100.00%
331 - OFFICIALS	$3,805.00	$1,037.50	$1,037.50	$390.00	$2,377.50	62.48%
332 - SECURITY	$448.00	$0.00	$0.00	$500.00	($52.00)	-11.61%
580 - TRAVEL/EXPENSES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
610 - SUPPLIES	$1,000.00	$596.16	$596.16	$0.00	$403.84	40.38%
810 - DUES AND FEES	$100.00	$75.00	$75.00	$0.00	$25.00	25.00%
62 - BOYS BASKETBALL Total:	$19,667.11	$6,167.41	$6,167.41	$6,509.88	$6,989.82	35.54%
63 - GIRLS BASKETBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$12,655.00	$5,627.16	$5,627.16	$7,502.84	($475.00)	-3.75%
213 - LIFE INSURANCE	$0.00	$1.10	$1.10	$1.10	($2.20)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$968.12	$425.33	$425.33	$442.11	$100.68	10.40%
230 - RETIREMENT CONTRIBUTIONS	$2,786.07	$1,456.35	$1,456.35	$1,373.06	($43.34)	-1.56%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$442.14	$442.14	$575.82	($1,017.96)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$31.05	$31.05	$40.44	($71.49)	100.00%
260 - WORKMEN'S COMPENSATION	$69.62	$0.00	$0.00	$0.00	$69.62	100.00%
331 - OFFICIALS	$3,625.00	$2,747.50	$2,747.50	$255.00	$622.50	17.17%
332 - SECURITY	$448.00	$68.00	$68.00	$432.00	($52.00)	-11.61%
580 - TRAVEL/EXPENSES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
610 - SUPPLIES	$1,000.00	$759.14	$759.14	$195.00	$45.86	4.59%
810 - DUES AND FEES	$100.00	$100.00	$100.00	$0.00	$0.00	0.00%
63 - GIRLS BASKETBALL Total:	$21,751.81	$11,657.77	$11,657.77	$10,817.37	($723.33)	-3.33%
64 - Undesignated						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$300.00	$0.00	$0.00	$0.00	$300.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$22.95	$0.00	$0.00	$0.00	$22.95	100.00%
230 - RETIREMENT CONTRIBUTIONS	$102.87	$0.00	$0.00	$0.00	$102.87	100.00%
260 - WORKMEN'S COMPENSATION	$1.65	$0.00	$0.00	$0.00	$1.65	100.00%
64 - Undesignated Total:	$427.47	$0.00	$0.00	$0.00	$427.47	100.00%
65 - FOOTBALL CHEERLEADERS						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$2,580.00	$2,580.00	$2,580.00	$0.00	$0.00	0.00%
212 - DENTAL INSURANCE	$0.00	$5.19	$5.19	$0.00	($5.19)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$197.38	$191.09	$191.09	$0.00	$6.29	3.19%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:12/31/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
230 - RETIREMENT CONTRIBUTIONS	$884.69	$884.70	$884.70	$0.00	($0.01)	0.00%
260 - WORKMEN'S COMPENSATION	$14.20	$0.00	$0.00	$0.00	$14.20	100.00%
610 - SUPPLIES	$500.00	$500.00	$500.00	$0.00	$0.00	0.00%
810 - DUES AND FEES	$75.00	$0.00	$0.00	$0.00	$75.00	100.00%
65 - FOOTBALL CHEERLEADERS Total:	$4,251.27	$4,160.98	$4,160.98	$0.00	$90.29	2.12%
66 - WINTER CHEERLEADERS						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$2,130.00	$912.84	$912.84	$1,217.16	$0.00	0.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$162.95	$69.81	$69.81	$89.18	$3.96	2.43%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$292.47	$292.47	$97.49	($389.96)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$20.55	$20.55	$6.85	($27.40)	100.00%
260 - WORKMEN'S COMPENSATION	$11.72	$0.00	$0.00	$0.00	$11.72	100.00%
610 - SUPPLIES	$500.00	$0.00	$0.00	$0.00	$500.00	100.00%
810 - DUES AND FEES	$75.00	$0.00	$0.00	$0.00	$75.00	100.00%
66 - WINTER CHEERLEADERS Total:	$2,879.67	$1,295.67	$1,295.67	$1,410.68	$173.32	6.02%
67 - FOOTBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$24,675.00	$23,635.00	$23,635.00	$0.00	$1,040.00	4.21%
212 - DENTAL INSURANCE	$0.00	$4.84	$4.84	$0.00	($4.84)	100.00%
213 - LIFE INSURANCE	$0.00	$0.14	$0.14	$0.00	($0.14)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.08	$0.08	$0.00	($0.08)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.10)	($0.10)	$0.00	$0.10	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$1,887.67	$1,783.06	$1,783.06	$0.00	$104.61	5.54%
230 - RETIREMENT CONTRIBUTIONS	$5,669.86	$4,783.46	$4,783.46	$0.00	$886.40	15.63%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$2,970.88	$2,970.88	$0.00	($2,970.88)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$208.65	$208.65	$0.00	($208.65)	100.00%
260 - WORKMEN'S COMPENSATION	$135.75	$0.00	$0.00	$0.00	$135.75	100.00%
331 - OFFICIALS	$6,760.00	$6,735.00	$6,735.00	$0.00	$25.00	0.37%
332 - SECURITY	$1,260.00	$1,394.00	$1,394.00	$0.00	($134.00)	-10.63%
430 - REPAIRS & MAINTENANCE SERVCS	$5,500.00	$0.00	$0.00	$0.00	$5,500.00	100.00%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$3,053.86	$3,053.86	$0.00	($3,053.86)	100.00%
580 - TRAVEL/EXPENSES	$50.00	$0.00	$0.00	$0.00	$50.00	100.00%
610 - SUPPLIES	$4,200.00	$3,673.82	$3,673.82	$0.00	$526.18	12.53%
761 - UNIFORMS	$2,350.00	$2,088.70	$2,088.70	$0.00	$261.30	11.12%
810 - DUES AND FEES	$550.00	$550.00	$550.00	$0.00	$0.00	0.00%
67 - FOOTBALL Total:	$53,038.28	$50,881.39	$50,881.39	$0.00	$2,156.89	4.07%
68 - BOYS SOCCER						

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:12/31/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$7,650.00	$5,145.00	$5,145.00	$0.00	$2,505.00	32.75%
212 - DENTAL INSURANCE	$0.00	$0.40	$0.40	$0.00	($0.40)	100.00%
213 - LIFE INSURANCE	$0.00	$0.28	$0.28	$0.00	($0.28)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.35	$0.35	$0.00	($0.35)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.01)	($0.01)	$0.00	$0.01	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$585.24	$559.87	$559.87	$0.00	$25.37	4.33%
230 - RETIREMENT CONTRIBUTIONS	$2,132.84	$2,065.97	$2,065.97	$0.00	$66.87	3.14%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$458.20	$458.20	$0.00	($458.20)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$32.20	$32.20	$0.00	($32.20)	100.00%
260 - WORKMEN'S COMPENSATION	$42.09	$0.00	$0.00	$0.00	$42.09	100.00%
331 - OFFICIALS	$735.00	$1,090.00	$1,090.00	$0.00	($355.00)	-48.30%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$1,233.71	$1,233.71	$0.00	($1,233.71)	100.00%
610 - SUPPLIES	$800.00	$456.31	$456.31	$0.00	$343.69	42.96%
68 - BOYS SOCCER Total:	$11,945.17	$11,042.28	$11,042.28	$0.00	$902.89	7.56%
69 - GIRLS SOCCER						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$4,230.00	$4,265.00	$4,265.00	$0.00	($35.00)	-0.83%
212 - DENTAL INSURANCE	$0.00	$1.27	$1.27	$0.00	($1.27)	100.00%
213 - LIFE INSURANCE	$0.00	$0.25	$0.25	$0.00	($0.25)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.31	$0.31	$0.00	($0.31)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.01)	($0.01)	$0.00	$0.01	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$323.60	$312.99	$312.99	$0.00	$10.61	3.28%
230 - RETIREMENT CONTRIBUTIONS	$102.87	$1,426.50	$1,426.50	$0.00	($1,323.63)	-1286.70%
260 - WORKMEN'S COMPENSATION	$23.27	$0.00	$0.00	$0.00	$23.27	100.00%
331 - OFFICIALS	$875.00	$1,670.00	$1,670.00	$0.00	($795.00)	-90.86%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$984.94	$984.94	$0.00	($984.94)	100.00%
610 - SUPPLIES	$600.00	$2,486.86	$2,486.86	$0.00	($1,886.86)	-314.48%
761 - UNIFORMS	$2,800.00	$0.00	$0.00	$0.00	$2,800.00	100.00%
69 - GIRLS SOCCER Total:	$8,954.74	$11,148.11	$11,148.11	$0.00	($2,193.37)	-24.49%
70 - SOFTBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$190.00	$0.00	$0.00	$0.00	$190.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$14.54	$0.00	$0.00	$0.00	$14.54	100.00%
230 - RETIREMENT CONTRIBUTIONS	$65.15	$0.00	$0.00	$0.00	$65.15	100.00%
260 - WORKMEN'S COMPENSATION	$1.05	$0.00	$0.00	$0.00	$1.05	100.00%
331 - OFFICIALS	$2,030.00	$0.00	$0.00	$0.00	$2,030.00	100.00%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:12/31/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
610 - SUPPLIES	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
761 - UNIFORMS	$400.00	$0.00	$0.00	$0.00	$400.00	100.00%
70 - SOFTBALL Total:	$5,200.74	$0.00	$0.00	$0.00	$5,200.74	100.00%
71 - TRACK						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$3,700.00	$1,250.00	$1,250.00	$0.00	$2,450.00	66.22%
213 - LIFE INSURANCE	$0.00	$1.53	$1.53	$0.00	($1.53)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$1.92	$1.92	$0.00	($1.92)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$283.05	$91.59	$91.59	$0.00	$191.46	67.64%
230 - RETIREMENT CONTRIBUTIONS	$1,268.73	$428.65	$428.65	$0.00	$840.08	66.21%
260 - WORKMEN'S COMPENSATION	$20.35	$0.00	$0.00	$0.00	$20.35	100.00%
331 - OFFICIALS	$1,855.00	$0.00	$0.00	$0.00	$1,855.00	100.00%
610 - SUPPLIES	$3,000.00	$1,940.00	$1,940.00	$0.00	$1,060.00	35.33%
761 - UNIFORMS	$2,000.00	$0.00	$0.00	$0.00	$2,000.00	100.00%
810 - DUES AND FEES	$1,200.00	$0.00	$0.00	$0.00	$1,200.00	100.00%
71 - TRACK Total:	$13,327.13	$3,713.69	$3,713.69	$0.00	$9,613.44	72.13%
72 - VOLLEYBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$7,313.00	$7,159.00	$7,159.00	$0.00	$154.00	2.11%
212 - DENTAL INSURANCE	$0.00	$3.24	$3.24	$0.00	($3.24)	100.00%
213 - LIFE INSURANCE	$0.00	$1.71	$1.71	$0.00	($1.71)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$1.74	$1.74	$0.00	($1.74)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.13)	($0.13)	$0.00	$0.13	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$559.45	$541.51	$541.51	$0.00	$17.94	3.21%
230 - RETIREMENT CONTRIBUTIONS	$1,304.05	$802.04	$802.04	$0.00	$502.01	38.50%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$1,544.30	$1,544.30	$0.00	($1,544.30)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$108.50	$108.50	$0.00	($108.50)	100.00%
260 - WORKMEN'S COMPENSATION	$40.23	$0.00	$0.00	$0.00	$40.23	100.00%
331 - OFFICIALS	$2,230.00	$2,490.00	$2,490.00	$0.00	($260.00)	-11.66%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$1,746.85	$1,746.85	$0.00	($1,746.85)	100.00%
610 - SUPPLIES	$500.00	$552.54	$552.54	$0.00	($52.54)	-10.51%
810 - DUES AND FEES	$285.00	$305.00	$305.00	$0.00	($20.00)	-7.02%
72 - VOLLEYBALL Total:	$12,231.73	$15,256.30	$15,256.30	$0.00	($3,024.57)	-24.73%
73 - WRESTLING						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$12,647.00	$5,005.74	$5,005.74	$6,674.26	$967.00	7.65%
220 - SOCIAL SECURITY CONTRIBUTIONS	$967.51	$381.60	$381.60	$495.75	$90.16	9.32%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:12/31/2019

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
230 - RETIREMENT CONTRIBUTIONS	$1,662.03	$570.21	$570.21	$742.65	$349.17	21.01%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$1,071.06	$1,071.06	$357.02	($1,428.08)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$75.21	$75.21	$25.07	($100.28)	100.00%
260 - WORKMEN'S COMPENSATION	$69.57	$0.00	$0.00	$0.00	$69.57	100.00%
331 - OFFICIALS	$840.00	$440.00	$440.00	$110.00	$290.00	34.52%
332 - SECURITY	$448.00	$136.00	$136.00	$364.00	($52.00)	-11.61%
580 - TRAVEL/EXPENSES	$1,700.00	$150.00	$150.00	$0.00	$1,550.00	91.18%
610 - SUPPLIES	$500.00	$388.24	$388.24	$72.90	$38.86	7.77%
810 - DUES AND FEES	$2,300.00	$1,190.00	$1,190.00	$31.00	$1,079.00	46.91%
73 - WRESTLING Total:	$21,134.11	$9,408.06	$9,408.06	$8,872.65	$2,853.40	13.50%
Grand Total:	$327,305.06	$155,089.54	$155,089.54	$79,029.81	$93,185.71	28.47%

End of Report

General Ledger - FUND 31 - CAPITAL RESERVE BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:12/31/2019

SUBJECT / FUNCTION / OBJECT	Range To Date	Year To Date
00 - NON CLASS SUBJT		
0107 - PLGIT - CAPITAL RESERVE		
000 - NON-CATEGORICAL	($235,200.00)	$1,114,838.74
0770 - UNRESERVED FUND BALANCE		
000 - NON-CATEGORICAL	$0.00	($727,868.75)
0850 - UNASSIGNED FUND BALANCE		
000 - NON-CATEGORICAL	$0.00	($622,169.99)
4200 - SITE IMPROVEMENT SERVICES		
710 - LAND AND IMPROVEMENTS	$235,200.00	$235,200.00
00 - NON CLASS SUBJT Total:	$0.00	$0.00
Grand Total:	$0.00	$0.00

End of Report

General Ledger - FUND 51 - FOOD SERVICE - BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:12/31/2019

FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance
0102 - FOOD SERVICE CASH					
000 - NON-CATEGORICAL	$0.00	$26,769.44	$52,585.22	$0.00	($52,585.22)
0402 - INTERFUND ACCOUNTS PAYABLE					
000 - NON-CATEGORICAL	$0.00	($55,348.82)	($99,124.62)	$0.00	$99,124.62
0462 - PAYROLL DEDUCT. & WITHHOLDINGS					
213 - LIFE INSURANCE	$0.00	$1,930.00	$1,930.00	$0.00	($1,930.00)
215 - EYE CARE INSURANCE	$0.00	$4,039.18	$4,039.18	$0.00	($4,039.18)
0740 - UNRESERVED RETAINED EARNING					
000 - NON-CATEGORICAL	$0.00	$0.00	($8,978.16)	$0.00	$8,978.16
0850 - UNASSIGNED FUND BALANCE					
000 - NON-CATEGORICAL	$0.00	$0.00	$26,938.18	$0.00	($26,938.18)
3100 - FOOD SERVICES					
150 - OFFICE/CLERICAL	$0.00	$8,509.68	$8,509.68	$16,073.92	($24,583.60)
190 - INSTRUCTIONAL ASST	$0.00	$97,847.96	$97,847.96	$26,376.76	($124,224.72)
211 - MEDICAL INSURANCE	$0.00	$19,702.20	$19,702.20	$31,183.50	($50,885.70)
212 - DENTAL INSURANCE	$0.00	($86.64)	($86.64)	$592.80	($506.16)
213 - LIFE INSURANCE	$0.00	$205.56	$205.56	$219.20	($424.76)
214 - INCOME PROTECTION INSURANCE	$0.00	$154.32	$154.32	$172.55	($326.87)
215 - EYE CARE INSURANCE	$0.00	($4.08)	($4.08)	$261.76	($257.68)
220 - SOCIAL SECURITY CONTRIBUTIONS	$0.00	$7,977.41	$7,977.41	$3,174.87	($11,152.28)
230 - RETIREMENT CONTRIBUTIONS	$0.00	$35,585.66	$35,585.66	$14,505.02	($50,090.68)
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$877.49	$877.49	$49.05	($926.54)
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$6.90	$6.90	$0.00	($6.90)
291 - RETIREMENT PAYMENTS	$0.00	$0.00	$0.00	$9,000.00	($9,000.00)
430 - REPAIRS & MAINTENANCE SERVCS	$0.00	$2,967.22	$2,967.22	$0.00	($2,967.22)
610 - SUPPLIES	$0.00	$7,360.47	$7,360.47	$2,223.15	($9,583.62)
630 - FOOD	$0.00	$1,243.65	$1,243.65	$0.00	($1,243.65)
631 - FOOD	$0.00	$48,170.12	$48,170.12	$0.00	($48,170.12)
632 - MILK	$0.00	$18,494.71	$18,494.71	$0.00	($18,494.71)
634 - SNACKS	$0.00	$3,599.19	$3,599.19	$0.00	($3,599.19)
650 - TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$0.00	$400.00	$400.00	$0.00	($400.00)
890 - MISCELLANEOUS EXPENDITURES	$0.00	$1,457.26	$1,457.26	$0.00	($1,457.26)
3310 - SUMMER RECREATION					
890 - MISCELLANEOUS EXPENDITURES	$0.00	$1,253.01	$1,253.01	$0.00	($1,253.01)
6510 - INT INVEST & INT-BEAR CK ACCT					
000 - NON-CATEGORICAL	$0.00	($6.41)	($6.41)	$0.00	$6.41
6611 - DAILY SALES-SCHL LUNCH PROGM					

General Ledger - FUND 51 - FOOD SERVICE - BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:12/31/2019

FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance
000 - NON-CATEGORICAL	$0.00	($90,687.92)	($90,687.92)	$0.00	$90,687.92
6614 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($11,078.70)	($11,078.70)	$0.00	$11,078.70
6621 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($6,814.45)	($6,814.45)	$0.00	$6,814.45
6630 - SPECIAL FUNCTIONS					
000 - NON-CATEGORICAL	$0.00	($4,327.26)	($4,327.26)	$0.00	$4,327.26
6990 - MISCELLANEOUS REVENUE					
000 - NON-CATEGORICAL	$0.00	$1,199.67	$1,199.67	$0.00	($1,199.67)
7610 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($2,110.70)	($2,110.70)	$0.00	$2,110.70
7611 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($6,313.96)	($6,313.96)	$0.00	$6,313.96
8530 - CHILD NUTRITION PROGRAM					
000 - NON-CATEGORICAL	$0.00	($31,301.45)	($31,301.45)	$0.00	$31,301.45
8531 - SUBSDY MILK,LUNCH,BRKFAST PRO					
000 - NON-CATEGORICAL	$0.00	($81,670.71)	($81,670.71)	$0.00	$81,670.71
Grand Total:	$0.00	$0.00	$0.00	$103,832.58	($103,832.58)

End of Report

NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS
FOOD SERVICE
TUESDAY, JANUARY 14, 2020
SERVICE PERIOD DECEMBER 2019

December Participation

Breakfast		Lunch	
Total Served	3,507	Total Served	8,774
Participation % of student body eating breakfast	34%	Participation % of student body eating lunch	79%

Current Free/Reduced Percentage

High/Middle School –38.03%

Elementary –41.08%

The Board of Directors of the Northern Bedford County School District met on Tuesday, February 11, 2020 at 6:00 pm in Room 136 of the high school building in Loysburg, PA.

The following board members were present: Steve Cottle, Chris Cronrath, John Eshelman, Chad Mickle, Mike Miller, David Potchak, Tammy Reasy, Randy Wiand. Abent – Ralph Scott. Also present were Mr. Todd B. Beatty, Superintendent; Mr. Michael O'Dellick High School Principal; Mr. Trevor Replogle, Elementary School Principal; Mr. Wayne Sherlock, Middle School Principal; Mrs. Lindsay Cherry, Special Education Supervisor; Ms. Teri Biddle, Business Manager/Board Secretary.

Public in attendance at the pre-session and/or the public session of the February 11, 2020 meeting included: Katie Smolen, Bedford Gazette; Christie Sweigart, Morrisons Cove Herald; and Ian Sherlock.

1. Randy Wiand called the meeting to order.
2. Prayer and Pledge was given by Chad Mickle
3. Roll call with all members present except Ralph Scott
4. Mr. Beatty, Superintendent, reviewed the agenda with the board.
5. There were no citizens who wished to recognize the board.
6. Ian Sherlock gave the student board representative. He reported that the FBLA hosted a winter semi-formal and raised just over $300 last Saturday. The last home basketball game was held this evening. The Wrestling District tournament is this Saturday and the boys basketball has the first round of district playoffs against Turkeyfoot next week. The FFA is hosting an item drive to aid those affected by earthquakes and hurricanes in Puerto Rico. Student Council hosted a blood drive last Thursday.
7. Communications read included a resignation of Kim Clark, Kindergarten teacher; resignation of Jerry Berry as Middle/Senior High Band Teacher/Director.
8. The following announcements were made: The March school board meeting will be held Tuesday, March 10, 2020 beginning at 6 pm in the high school building Room 136. It was announced that a board negotiations committee meeting was held prior to the start of this evenings meeting.
9. Mr. Eshelman moved, seconded by Mr. Miller, to approve the minutes from the Januar 14, 2020, January 22, 2020, and January 28, 2020 meetings. All members present voted "yes".
10. Mr. Mickle moved, seconded by Mr. Cronrath, to accept, with regret, the resignation of Kim Clark as Elementary Kindergarten teacher for reasons of retirement effective with the last day of the 2019/20 school year. All members present voted "yes".
11. Mr. Mickle moved, seconded by Mr. Cottle, to accept, with regret, the resignation of Jerry Berry as Middle/Senior High Band Teacher/Director for reasons of retirement effective with the last day of the 2019/20 school year. All members present voted "yes".
12. Mr. Potchak moved, seconded by Mr. Cronrath, to correct the starting wage of Vesta Nave as an Elementary special education teacher at Step 1 of the Bachelor Table at

$40,705 pro-rated to her start date and not $41,705 as approved at the January 14, 2020 motion. All members present voted "yes".

13. Mr. Mickle moved, seconded by Mr. Cottle, to approve the following people as substitute employees provided each candidate has on file a valid teaching certificate (professional), criminal background check, child abuse history clearance, FBI fingerprinting, required health examination and TB test, and Federal form I-9. MaKenzie Ford for Special Education. All members present voted "yes".
14. Mr. Cronrath moved, seconded by Mr. Eshelman, to do the following items as a consent motion. All members present voted "yes".
    - Approve the following as bona fide volunteers, pending clearance submissions, for the positions listed at the nominal payment for 2019/20 as recommended by the Administration. The classification may be subject to further clarification upon solicitor's recommendations: CRONRATH ESHELMAN

David McIlnay	Head Varsity Baseball Coach	$3,720.00
Ryan Cherry	Assistant Varsity Baseball Coach	$1,430.00
Jonathan Ewart	Head JH Baseball Coach	$1,430.00
Robert Reed	Assistant JH Baseball Coach	$1,420.00
Christa Moyer	Head Varsity Softball Coach	$3,160.00
Gary Todd England	Assistant Varsity Softball Coach	$1,690.00
Sandy Rickabaugh*	Head JH Softball Coach	$1,460.00
Deborah Bowser	Assistant JH Softball Coach	$1,830.00
Jeffrey Batzel	Head Track Coach	$4,110.00
Joseph Over	Associate Boys Head Track Coach	$2,505.00
Jerry Fabian	Assistant Track Coach	$1,690.00
Wayne Sherlock	Assistant Track Coach	$1,780.00
Barbara Zanella	Assistant Track Coach	$1,520.00
VACANT	Assistant Track Coach	

*Pending paperwork completion

- Approve the following as Spring Coach Volunteers: CRONRATH ESHELMAN

Brian Dutchcot	Volunteer Varsity Baseball Coach
Kevin Gable	Volunteer Varsity Baseball Coach
Brandon Snider	Volunteer Varsity Baseball Coach
Daniel Sollenberger	Volunteer Varsity Baseball Coach
Michael Wiand	Volunteer Varsity Baseball Coach
Tom Foor	Volunteer JH Baseball Coach
Eric Slagenweit	Volunteer JH Baseball Coach
Brent Ebersole	Volunteer JH/Varsity Softball Coach
Brooke Over	Volunteer Varsity Softball Coach
Christopher Sipes	Volunteer Varsity Softball Coach
Randy Vasas	Volunteer Varsity Softball Coach

Robin Over	Volunteer JH Softball Coach
Kristie Young	Volunteer JH Softball Coach
Brianna Clouse	Volunteer JH/Varsity Softball Coach
Andrew Barton	Volunteer Track Coach
Garry Black	Volunteer Track Coach
Barry Crawford	Volunteer Track Coach
Chad Mickle	Volunteer Track Coach
Coryn Snyder	Volunteer Track Coach

1. Mr. Potchak moved, seconded by Mr. Cottle, to approve the following as bona fide volunteers, pending clearance submissions, for the positions listed at the nominal payment for 2019/20 as recommended by the Administration. The classification may be subject to further clarification upon solicitor recommendations. All members present voted "yes".

   Shalonne Sipes Associate Girls Head Track Coach $2,505

2. Mr. Eshelman moved, seconded by Mr. Mickle to approve the following as consent motion with all members present voting "yes".
   - Approve the following policies as attached for their second and final reading.

Policy 333	Professional Development
Policy 433	Professional Development (strike through being combined with 333)
Policy 705	Safety
Policy 805	Emergency Preparedness and Response
Policy 805.1	Relations with Law Enforcement Agencies

   - Approve on the first reading the school calendar for the 2020/21 school year as attached.

   - Approve twelve students and Mr. Berry to attend and stay over at the District Band Festival to be held at Penns Valley School District on March 26-27, 2020. Lodging to be paid by the students and the advisor expenses are budgeted in the general budget.

   - Approve one student and Mr. Keith to attend and stay over at the District Chorus Festival to be held at Central Cambria High School on February 27-28, 2020. Lodging to be paid by the students and the advisor expenses are budgeted in the general budget.
   - Approve the district to do a request for approval on the copiers.

- Approve Provine Studios as the school photographer for 2020/21 school year.

3. Mr. Eshelman moved, seconded by Mr. Mickle to approve the following reports and invoices with all members present voting "yes".

   Administrative Reports
   Federal Programs
   Athletic Report
   Financial Reports and Budgetary Transfers
   Approve payment of invoices

4. Discussion was held regarding the Technology Assistant position.

5. Mr. Eshelman moved, seconded by Mike Miller, to approve the hiring of Shawn Hostetler as Technology Assistant to be hired at 260 days in the pro-rated amount of $42,000 within the Act 93 Agreement. All members present voted "yes" except Mrs. Reasy voted "no".

6. Mr. Cronrath moved, seconded by Mr. Miller, to amend the job description for Technology Assistant to reflect the Act 93 work agreement and 260 days. All members present voted "yes".

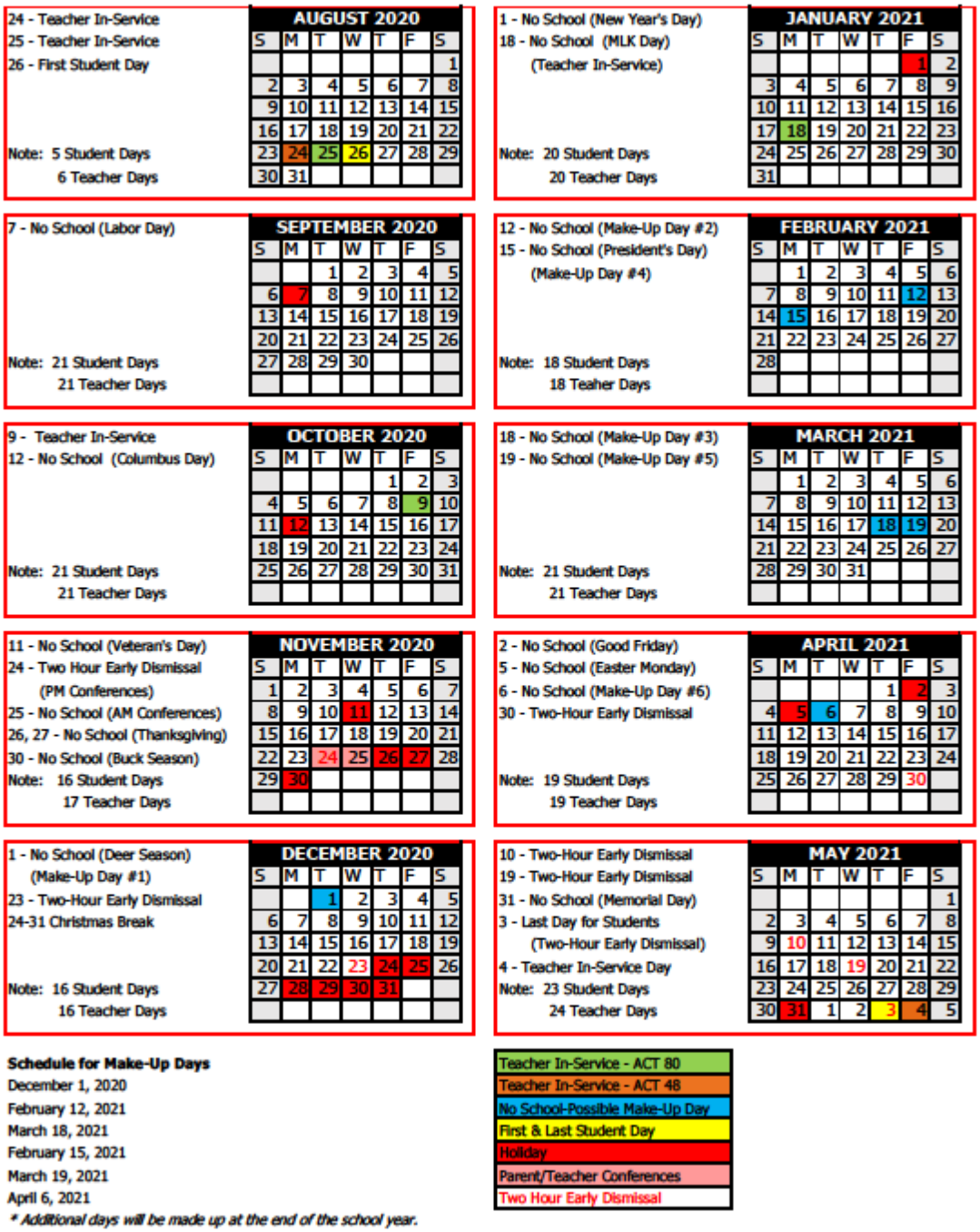
7. A board retreat was held with the board not returning for any further voting action.

8. Mr. Potchak moved, seconded by Mr. Cottle to adjourn the meeting.

_____
Teri L. Biddle, Business Manager/Board Secretary

_____
Tammy Reasy, Board Treasurer

Northern Bedford County School District 2020-21 School Calendar



Schedule for Make-Up Days

December 1, 2020
February 12, 2021
March 18, 2021
February 15, 2021
March 19, 2021
April 6, 2021

** Additional days will be made up at the end of the school year.*

Teacher In-Service - ACT 80
Teacher In-Service - ACT 48
No School-Possible Make-Up Day
First & Last Student Day
Holiday
Parent/Teacher Conferences
Two Hour Early Dismissal

NBCSD BOARD MINUTES – FEBRUARY 11, 2020

Northern Bedford County School District 2020/2021 School Calendar (Preliminary)				
Month	**Day**	**Description**	**Student Days**	**Faculty Days**
August	24 25 26	In-Service Day for Teachers (Act 48) In-Service Day for Teachers (Act 80) First Day for Students	5	6
September	7	No School (Labor Day)	21	21
October	9 12	No School (In-Service Day for Teachers) (Act 80) No School (Columbus Day)	21	21
November	11 24 25 26,27 30	No School (Veteran's Day) Two Hour Early Dismissal (PM-Parent/Teacher Conferences) No School (AM-Parent/Teacher Conferences) No School (Thanksgiving) No School (Buck Season)	16	17
December	1 23 23-31	No School (Deer Season) (Make-Up Day #1) Two-Hour Early Dismissal No School (Christmas Eve/Christmas)	16	16
January	1 18	No School (New Year's Day) No School (MLK Day); Teacher In-Service Day (Act 80)	20	20
February	12 15	No School (Make-Up Day #2) No School (President's Day) (Make-Up Day #4)	18	18
March	18 19	No School (Make-Up Day #3) No School (Make-Up Day #5)	21	21
April	2 5 6 30	No School (Good Friday) No School (Easter Monday) No School (Make-Up Day #6) Two-Hour Early Dismissal (NBCAA Invitational Track Meet)	19	19
May	10 19	Two-Hour Early Dismissal (ICC Track Meet) Two-Hour Early Dimissal (District Track Meet)	20	20
June	3 4	Last Day for Students (Two-Hour Early Dismissal) Graduation In-Service Day for Teachers (Act 48)	3	4
Total Days			180	183

NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS



Administrative Reports

Superintendent Administrative Report	Todd Beatty Superintendent
Elementary School Report	Trevor Replogle Elementary Principal
Middle School Report	Wayne Sherlock Middle School Principal
High School Report	Michael O'Dellick High School Principal
Athletics Report	Michael O'Dellick High School Principal

SUPERINTENDENT

SCHOOL BOARD RECOGNITION DINNER

On January 28, 2020 the board was treated to a board recognition dinner provided by Mrs. Betts and her students. It was a great opportunity for students to showcase what they have learned throughout the year. In addition to recognizing each board member's service, the board recognized Kathy Miller for her community service to the district and the community at large. Kathy's husband Steve along with her family attended in celebration of Kathy's recognition by the board.

NBCSD AWARDED GRANTS

Great news! Mr. O'Dellick applied for and received a PAsmart Targeted Grant to accelerate learning and professional development in STEM and computer programming activities for $35,000 dollars. The PDE K-8 pathway is a cohort model of six days of facilitated, in-person professional learning as well as twelve hours of embedded online learning in which participants engage with computer science concepts, experience instructional practices, and explore strategies for engaging stakeholders. This grant was written to provide financial support to the district as we prepare for the 20-21 SY STEM classes.

More great news! Mrs. Cherry was able to secure a grant of $10,000 dollars each year for two years totaling $20,000 dollars. The grant provides training for our teachers in K-2 grade on dyslexia and early literacy. The professional development training will certainly enhance our teachers' instruction in the classroom.

SCHOOL NURSE EXCELLENCE AWARD

It has been announced that Ms. Starla Snyder, school nurse, has been chosen as the recipient of the School Nurse Excellence Award for the South Central Region of Pennsylvania for 2020. She is being recognized for her outstanding service to the students and staff at NBC. Ms. Snyder takes her job very seriously and constantly attends trainings and professional development activities on her own time to ensure she remains abreast of current practices. She has demonstrated her ability to maintain a calm demeanor during very stressful situations. Congratulations to Starla!

SCHOLARSHIP WINNER

Allyson Ritchey was one of three students in the state to receive a scholarship through the Horatio Alger National Scholarship Program. The amount of the scholarship is $25,000 dollars and is awarded based on a person that has faced great personal adversity and has exhibited an unwavering commitment to pursue their dreams through higher education. Allyson has been one of the students that has presented information on NBC's FBLA to the school board and has credited the organization for helping her to determine her future path.

ELEMENTARY

Second Marking Period Report Cards

Second marking period report cards were distributed on January 21. Once all grades were finalized, students in grades two through five that improved their grade point averages by three percentage points for the second marking period will receive the Achievement Award. Blue Ribbons are handed out to students that earned Honor Roll status for the marking period by having a GPA of 94% or higher.

Early Childhood Registrations

Pre-Kindergarten Registration is scheduled for March 10-11. The Kindergarten Registration will take place on March 12. Families are to call the Elementary School office to schedule registration appointments.

Read Across America

The High School National Honor Society students are planning to visit NBC Elementary School on Monday, March 2 to help our students celebrate Read Across America Day. Read Across America Day is scheduled on the birthday of Dr. Seuss. NHS students will visit elementary classrooms and read a Dr. Seuss book to the children. Students will also receive a Read Across America Bookmark from the NHS students. The Cat in the Hat, Thing 1, and Thing 2 will also be making an appearance during the day. In honor of Dr. Seuss, green eggs and ham will be served for breakfast at the elementary school during the week of March 2.

Character Kids

Each month we recognize a Character Kid of the month based on the Character Traits of Responsibility, Citizenship, Caring, Respect, Trustworthiness, and Fairness. The November Character Kids are Arianna Martin (K4), Adam Pierce (K), Jace Shope (1), Annika Camenga (2), Eli Dutchcot (3), Kyra Mowery (4), and Emma Detterline (5).

The December Character Kids are Aria Keith (K4), Allie Brennan (K), Katherine Davis (1), Aiden Hershberger (2), Bristol Barton (3), Tiffany Scott (4), and Sadie Eshelman (5).

The January Character Kids are Dolan Hall (K4), Laina Miller (K), John Dunn (1), Harper Lafferty (2), Sophia Kensinger (3), Zeke Dibert (4), and Callie Miller (5).

FEDERAL PROGRAMS REPORT

Upcoming Dates

February 10 Federal Programs Coordinator training, IU08 Altoona
April 9 Federal Programs Monitoring Visit

MIDDLE SCHOOL

Middle School Students of the Month for January

Grade 6	Rebekah Weist	Brian and Lacey Weist
	Max Gochnour	Dody Gochnour and Matt Gochnour
Grade 7	Hailee Socie	Ken and Annette Socie
	Aaron Bowers	Chad and Julia Bowers
Grade 8	Lydia Koontz	Mark and Brooke Koontz
	Keyan Guyer	Kevin and Julie Guyer

PRIDE Initiative

We continue to see a decrease in student discipline issues and improved attendance since the inception of the PBIS program. This data is reviewed at our monthly PRIDE faculty team meetings. On Friday, January 18, we held a dodgeball tournament for middle school students and raised nearly $600 to use for weekly PRIDE awards. The students who participated had a great time. All students had the opportunity to watch the tournament. Students as well as the teachers had a great time and enjoyed this event. The student PRIDE team is organizing a dance for February 29 for the middle school.

PA SMART Grant

Mr. O'Dellick wrote and received a $35,000 grant to expand our offerings in STEM and computer science (programming). One goal of the PA SMART initiative is to bring high-quality STEM and computer science education to communities across the Commonwealth. This grant requires multiple days of professional development for teachers and administrators as well as the development of a strategic plan for the implementation and expansion of computer science offerings. Mrs. Dilling, Mrs. Smith, Mr. Bollman, and Mr. Sherlock attended two days of training in Harrisburg on Monday, January 27 and Tuesday, January 28. There are independent assignments that must be completed related to computer programming with additional days of training in March, June, and August. There is a scheduled day in February for the development of the strategic plan at the IU 8 office in Richland.

Our goal is to have a K-12 Scope and Sequence outlining our current computer offerings which are more along the lines of computer use and computer applications and with an expansion into computer programming. We currently introduce some computer programming aspects in K-8 but do not have a detailed plan. We would like to expand computer programming to the high school. We currently do not have any computer programming offerings for high school students.

MIDDLE SCHOOL (cont'd)

County-wide Collaboration

On Tuesday, January 14, two mathematics teachers and two ELA teachers had the opportunity to meet with their colleagues from the other schools in Bedford County at Everett Middle School. The ELA teachers met in the morning and the math teachers met in the afternoon. Opportunities such as this provide our teachers to find out what is working at other schools and to share what we are doing at Northern Bedford. Our ELA teachers were asked many questions about what are doing to produce the PSSA results we have in the middle school. Our math teachers shared that all the County schools are facing the same problems and issues that we are related to the rigor, content, and the manner questions are asked on the PSSAs. The math teachers also noted that middle school students in the other County schools have two period of math instruction daily.

Upcoming Events

February 13	Midpoint of the 3rd Marking Period
February 14	No School
February 15	ICC JH Basketball Championship Game
February 17	No School – President's Day (Make-Up Day #4)
February 18	Scholastic Scrimmage
February 19	Activity Period 10 – Spring Sports Meetings
February 29	Winter Dance
March 3	Strawbridge Spring Picture Day
March 8	Winter Concert – MS Band / HS Chorus
March 13	No School – Make-Up Day #5

HIGH SCHOOL

End of Second Marking Period/First Semester

The second nine weeks/first semester ended on January 14. Report cards were sent home on January 17. High Honor Roll, Honor Roll, and Achievement Rolls have been published in the local newspapers. The mid-point of the third marking period is Thursday, February 13.

Career Technical Education (CTE)

On Friday, January 31, during periods two through five, all grade nine students learned about our high school Programs of Study (POS). The program began with a presentation in the auditorium given by the school counselors followed by a tour of the technical building. The tour included demonstrations in each of our four CTE programs.

Automotive technology students, Hunter Corle and Cadin Ebersole, participated in the Skills USA competition on January 21 at Stuckey Ford. Hunter won 1st place in the automotive service competition and Cadin won 1st place in the automotive maintenance and light repair. Both students will advance to the PA Skills State Competition at the Hershey Lodge on April 15 – 17.

Four members of the building construction program competed in the District 7 Skills USA competition on January 21 and placed third. The four students who participated in this year's competition are as follows: Noah Imler, Steven Kline, Caleb Reasy, and Tommy Wickel.

FFA

National FFA week is February 22-29. The club is planning several activities to celebrate the week including an FFA breakfast and an invitational dodgeball tournament.

Guidance

Mrs. Crawford and Mrs. Swanseen will begin the course scheduling process for the 2020-2021 school year the week of February 17. Tours of our CTE programs were given to the grade 9 students on January 31. The Armed Services Vocational Aptitude Battery (ASVAB) was administered to 18 high school students in grades 10 through 12 on January 22. Mock interviews will be held for all juniors on Wednesday, February 12.

Graduation Requirements

New graduation requirements for the class of 2022 are in the final phase of revision by the Pennsylvania Department of Education (PDE). Students will be required to satisfy one of five pathways in order to receive a high school diploma in PA. The first pathway requires students to score proficient or advanced on all three Keystone Exams (algebra 1, biology, and literature). The second pathway requires a satisfactory composite score (4452) on all three exams (while achieving at least a proficient score on at least one of the three exams and no less than a basic score on the remaining two). The remaining three pathways are still under review by PDE; however, they do provide alternate options for students that do not satisfy one of the first two pathways. The current state average of the number of students satisfying one of the first two pathways is 70%. In looking at our current senior class, our average is 95%.

HIGH SCHOOL (cont'd)

Mandated Civics Exam

Beginning with the 2020-2021 school year, all schools in Pennsylvania must administer a locally developed assessment of US history, government and civics that includes the nature, purpose, principles and structure of United States constitutional democracy, the principles, operations and documents of United States government and the rights and responsibilities of citizenship. We plan to administer the civics exam annually to all juniors as part of the designed curriculum for our government and economics course. It is required that students in grades 7-12 are administered the exam; however, it is not currently a graduation requirement that students pass the exam. The district must award a certificate of recognition for students who achieve a perfect score.

Upcoming Events

Feb. 11	JV Scholastic Scrimmage
Feb. 12	Mock Interviews – Junior Class
Feb. 13	Mid-Point of Marking Period 3
Feb. 12 – 14	District Band
Feb. 14	**NO SCHOOL – Make-up Day #2**
Feb. 17	**NO SCHOOL – Make-up Day #4**
Feb. 18	JV Scholastic Scrimmage
Feb. 19	Activity Period – period 9, ALL Spring Sports
Feb. 27	FFA Dodgeball Tournament (Gym) 6:00pm
Mar. 2	Read Across America Day
Mar. 3	Strawbridge Spring Pictures
	Student PRIDE Team Meeting
	Faculty Meeting (129)
Mar. 4	Faculty PRIDE Meeting
Mar. 8	MS Band / HS Chorus Concert (Gym) 2:30pm
Mar. 9	BCTC Tour (Interested grade 9 students)

ATHLETIC REPORT

Team Records

Boys' Varsity Basketball	8-12	**Girls' Varsity Basketball**	4-16	**Varsity Wrestling**	13-6
Boys' JV Basketball	5-11	Girls' JV Basketball	9-9	JH Wrestling	20-3
Boys' JH Basketball	21-0	Girls' JH Basketball	10-7		

Tournaments

On January 25th and 26th, the varsity wrestling team competed in the twenty-nine team Thomas Tournament at Bedford High School. Medalists include: Seniors, Ian Sherlock (138) 4th place, Colby Imler (170) 6th place and Sophomore Reyan Imler (106) 7th place.

The junior high wrestling team captured the 2nd place finish at the Inter-County Conference tournament held on Saturday February 1st at Claysburg-Kimmel. Rece Dibert (130) and Aaron Bowsers (155) captured top honors with 1st place finishes. Second place medalists were Eion Snider (122) and Mason Brumbaugh (210). Aiden Replogle (82), Jordyn Fouse (101), Adam Johnson (145) and Brock Beach (250) earned 3rd place finishes.

Post Season

The junior high boys' basketball team will play in the ICC championship game at Claysburg-Kimmel on Saturday, February 15.

The first round of District 5A boys' basketball playoff action is Tuesday February 18th and the girls action is on Wednesday February 19th. As of January 27, the boys are a five seed and the girls are a seven seed.

The wrestling individual District 5 Tournament is scheduled for Saturday February 15th at Richland High School. Any wrestler that places in the top three will qualify for the Southwest Regional Tournament to be held at IUP on February 21 and 22. Any wrestler finishing in the top six at the regional tournament will qualify for the State Championships held at Hershey on March 5 through March 7.

The Panther Mat Club hosted an elementary wrestling tournament on January 4th with approximately 188 registered participants from 23 different schools.

PIAA 2020 Basketball Championships

The 2020 PIAA Basketball Championships will be celebrating "100 Years of Basketball", hosting its first basketball championship back in 1920. The PIAA is looking forward to an exciting tournament as well as a memorable weekend celebrating the rich history of the PIAA basketball championships. As part of the 100th year anniversary, AJ Nastasi will be named an honorary captain and recognized on Saturday, March 21 during the AAA boys' game. AJ was a 1998 graduate of Northern Bedford and he continues to hold the PIAA all time boys' basketball scoring record with a mark of 3,833 points.

Cash Balances

Fiscal Year: 2019-2020

Date Range: 07/01/2019 - 01/31/2020

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
10.0101.000.000.00.00.00.000	GENERAL FUND CASH	4,782,934.16	9,394,289.27	9,697,371.69	4,479,851.74
10.0111.000.000.00.00.00.000	PLGIT - GENERAL FUND	4,600.02	1,000,000.00	0.00	1,004,600.02
10.0113.000.000.00.00.00.000	PSERS STABILIZATION FUND	1,933,334.43	0.00	0.00	1,933,334.43
31.0107.000.000.00.00.00.000	PLGIT - CAPITAL RESERVE	1,350,038.74	0.00	235,200.00	1,114,838.74
51.0102.000.000.00.00.00.000	FOOD SERVICE CASH	25,815.78	143,115.49	102,335.03	66,596.24
81.0106.000.000.00.00.00.000	ACTIVITY FUND CASH	58,355.78	107,341.83	99,395.06	66,302.55
81.0111.000.000.00.00.00.000	ACTIVITY FUND - CD -PSDLAF	75,268.06	648.22	0.00	75,916.28
		8,230,346.97	10,645,394.81	10,134,301.78	8,741,440.00

End of Report

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 01/15/2020 To Date: 02/11/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
21ST N COLLEGE					
	60950	GENERAL FUND	BOARD SERVICES	SUPPLIES	$207.00
AGORA CYBER CHARTER SCHOOL					
	60968	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$967.89
ALLEGHENY SUPPLY					
	60969	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$94.86
APPALACHIA INTERMEDIATE UNIT 08					
	60970	GENERAL FUND	GIFTED SUPPORT	DUES AND FEES	$125.00
	60970	GENERAL FUND	INSTRU'L/CURRICLM DEVELOP SER	DUES AND FEES	$250.00
	60970	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$89.09
	60970	GENERAL FUND	OTHER SUPPORT	PROFESSNL/ED - IU	$6,789.05
	60970	GENERAL FUND	SCHOOL LIBRARY SERVICES	SUPPLIES	$174.88
			Total for APPALACHIA INTERMEDIATE UNIT 08		$7,428.02
APPALACHIAN HARDWOOD LUMBER COMPANY					
	60971	GENERAL FUND	BUILDING CONTRUCTION OCC	SUPPLIES	$1,417.50
BEDFORD ATHLETICS					
	60948	GENERAL FUND	ATHLETICS	DUES AND FEES	$250.00
BEDFORD CO BOARD OF ASSESSMENT					
	60972	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$47.15
BEDFORD GAZETTE					
	60973	GENERAL FUND	BOARD SERVICES	ADVERTISING	$61.20
BEDFORD SOMERSET HEALTH CONSORTIUM					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB HEALTH PREMIUMS	$4,335.02
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	MEDICAL INSURANCE	$118,492.84
			Total for BEDFORD SOMERSET HEALTH CONSORTIUM		$122,827.86
BRIAN JAYMES					
	60916	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00

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Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60917	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
			Total for BRIAN JAYMES		$120.00
BUCKEYE HARDWARE					
	60974	GENERAL FUND	BUILDING CONTRUCTION OCC	SUPPLIES	$67.80
BUSSARD, DONALD					
	60963	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
CAMCO PHYSICAL AND OCCUPATIONAL THERAPY					
	60975	GENERAL FUND	OTHER SUPPORT	PROFESSIONAL ED SERVICES-OTHER	$5,517.82
CARBAUGH BUS LLC					
	0	GENERAL FUND	ATHLETICS	STUD TRANS SERV OTHR SOURCES	$1,079.35
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$110.00
	0	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$249.25
	0	GENERAL FUND	NONPUBLIC TRANSPORTATION	CONTRACTED CARRIERS	$4,144.50
	0	GENERAL FUND	STUDENT ACTIVITIES	STUD TRANS SERV OTHR SOURCES	$212.00
	0	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$30,027.94
			Total for CARBAUGH BUS LLC		$35,823.04
CENTURYLINK					
	60915	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$972.35
CHARTIERS VALLEY SCHOOL DISTRICT					
	60976	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TUITION - OTHER	$1,748.88
CHEMWAY					
	60977	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$450.00
CLEARFIELD WHOLESALE PAPER CO					
	60978	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$388.62
CM REGENT, LLC					
	61014	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	INCOME PROTECTION INSURANCE	$738.07
COMMONWEALTH CHARTER ACADEMY					

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Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60979	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON PA CHARTER SCHOOLS	$8,171.37
	60979	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$5,807.37
			Total for COMMONWEALTH CHARTER ACADEMY		$13,978.74
CORLE'S PRINTING					
	60980	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$120.00
	60980	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	SUPPLIES	$140.00
			Total for CORLE'S PRINTING		$260.00
CRESTGOOD					
	60981	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$258.28
CROWN BENEFITS ADMINISTRATION					
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	CANCER SOCIETY	$345.15
	60982	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB VISION/DENTAL PREMIUMS	$72.00
	60982	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	EYE CARE INSURANCE	$1,309.54
	60982	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$12.75
			Total for CROWN BENEFITS ADMINISTRATION		$1,739.44
D & D WOOD SALES INC					
	60983	GENERAL FUND	OPERATION OF BUILDING SERVICE	OTHER FUELS	$10,986.56
DASHER, JACOB					
	60918	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
	60919	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
	60920	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
	60921	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
	60922	GENERAL FUND	ATHLETICS	OFFICIALS	$85.00
			Total for DASHER, JACOB		$300.00
DELTA DENTAL OF PA					

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Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	DENTAL INSURANCE	$7,900.00
DEMANS TEAM SPORTS					
	60984	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$288.75
DETWILER, DENNIS					
	60923	GENERAL FUND	ATHLETICS	OFFICIALS	$85.00
DISTRICT 5 ATHLETIC DIRECTORS ASSOC.					
	60964	GENERAL FUND	ATHLETICS	DUES AND FEES	$180.00
DRAYER PHYSICAL THERAPY					
	60985	GENERAL FUND	ATHLETICS	PROFESSIONAL ED SERVICES-OTHER	$8,666.67
ED BEIDLE					
	60924	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
	60925	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
			Total for ED BEIDLE		$107.50
FANELLI WILLETT LAW OFFICES					
	60986	GENERAL FUND	LEGAL SERVICES	OTHER PROFESSIONAL SERVICES	$504.00
FLEEGLE, JAMES					
	60926	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
FOLLETT SCHOOOL SOLUTIONS INC					
	60987	GENERAL FUND	SCHOOL LIBRARY SERVICES	TEXTBOOKS	$30.86
FORD, MAKENZIE					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$2,194.50
FP MAILING SOLUTIONS					
	0	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$2,000.00
GOCHNOUR, CAROL					
	0	GENERAL FUND	INST PROF DEV SVS-CERT STAFF	TUITION REIMBURSEMENT	$1,200.00
GRIFFIN GREENHOUSE SUPPLIES INC					

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60988	GENERAL FUND	AGRICULTURE/HORTICULTURE	SUPPLIES	$405.53
HIGHMARK EDI					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	MEDICAL INSURANCE	$770.20
	0	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$208.28
			Total for HIGHMARK EDI		$978.48
Hines Equipment					
	60989	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$387.45
J.C.EHRLICH CO., INC					
	60990	GENERAL FUND	OPERATION OF BUILDING SERVICE	EXTERMINATION SERVICES	$232.00
JANITORS SUPPLY INC					
	60991	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$829.50
JARVIS, RODNEY					
	60927	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
JAY DETWILER					
	60928	GENERAL FUND	ATHLETICS	OFFICIALS	$87.50
	60929	GENERAL FUND	ATHLETICS	OFFICIALS	$105.00
			Total for JAY DETWILER		$192.50
JODON, DAVE					
	60930	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
JOE SCIALABBA					
	60931	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
KEITH, ROBERT					
	60951	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
KEYSTONE INVESTIGATION & SPECIALISTS LLC					
	60932	GENERAL FUND	ATHLETICS	SECURITY	$204.00
	60952	GENERAL FUND	ATHLETICS	SECURITY	$311.61
	60965	GENERAL FUND	ATHLETICS	SECURITY	$204.00
			Total for KEYSTONE INVESTIGATION & SPECIALISTS LLC		$719.61

KOVENSKY, SUSAN					
	60933	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
LEARNING LAMP					
	60992	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$2,643.75
LEASURE, TRACY					
	60953	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
LEIDY TRANSPORTATION LLC					
	0	GENERAL FUND	ATHLETICS	STUD TRANS SERV OTHR SOURCES	$1,798.71
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$255.52
	0	GENERAL FUND	NONPUBLIC TRANSPORTATION	CONTRACTED CARRIERS	$1,508.40
	0	GENERAL FUND	STUDENT ACTIVITIES	STUD TRANS SERV OTHR SOURCES	$237.53
	0	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$45,828.54
			Total for LEIDY TRANSPORTATION LLC		$49,628.70
MARTIN OIL COMPANY					
	60993	GENERAL FUND	OPERATION OF BUILDING SERVICE	OIL	$505.16
	60993	GENERAL FUND	VEHICLE OPER/MAINT SERVICES	GASOLINE	$236.91
			Total for MARTIN OIL COMPANY		$742.07
MATHESON TRI-GAS INC					
	60994	GENERAL FUND	AGRICULTURE/HORTICULTURE	SUPPLIES	$203.38
	60994	GENERAL FUND	AUTO MECHANICS	SUPPLIES	$203.36
	60994	GENERAL FUND	TRADE AND INDUSTRIAL EDUCATIO	SUPPLIES	$0.00
			Total for MATHESON TRI-GAS INC		$406.74
MATHESON-K66					
	60995	GENERAL FUND	AGRICULTURE/HORTICULTURE	SUPPLIES	$158.44
MCCANN, RAYMOND					
	60934	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
	60935	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
			Total for MCCANN, RAYMOND		$107.50
MCKNIGHT, KAREN J					

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Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$2,215.50
MERAKEY PENNSYLVANIA					
	60996	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$4,525.16
MERVAC PLUMBING & HEATING INC					
	60997	GENERAL FUND	OPERATION OF BUILDING SERVICE	REPAIRS/MAINTENANCE EQUIPMENT	$1,400.00
	60997	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$3,621.68
			Total for MERVAC PLUMBING & HEATING INC		$5,021.68
METZLER AUTO PARTS INC					
	60998	GENERAL FUND	OTHER VO-ED PROGRAMS	SUPPLIES	$756.59
MILLER, JADE N					
	0	GENERAL FUND	INST PROF DEV SVS-CERT STAFF	TUITION REIMBURSEMENT	$2,400.00
MUSSER, WILLIAM					
	60936	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
NBC FOOD SERVICE					
	60999	GENERAL FUND	BOARD SERVICES	TRAVEL/EXPENSES	$7.00
	60999	GENERAL FUND	OCCUPATIONAL HOME EC EDUCATION	SUPPLIES	$10.27
			Total for NBC FOOD SERVICE		$17.27
NEW ENTERPRISE RURAL ELECTRIC					
	61000	GENERAL FUND	OPERATION OF BUILDING SERVICE	ELECTRICITY	$3,518.60
OPPEGARD, TED					
	60937	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
PA PRINCIPALS ASSOCIATION					
	61001	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	DUES AND FEES	$595.00
PENNSYLVANIA VIRTUAL CHARTER SCHOOL					
	61002	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$1,935.79
PIAA					

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60956	GENERAL FUND	GATE RECEIPTS	NON-CATEGORICAL	$816.00
PIAA DISTRICT 5					
	60957	GENERAL FUND	GATE RECEIPTS	NON-CATEGORICAL	$816.00
PIAA, INC					
	60956	GENERAL FUND	GATE RECEIPTS	NON-CATEGORICAL	($816.00)
PLGIT					
	0	GENERAL FUND	CAPITAL PROJ FUND TRANSFERS	CAPTL RESERV FD TRANSFERS 690	$598,000.00
PSADA					
	60954	GENERAL FUND	ATHLETICS	DUES AND FEES	$250.00
Puritan Cleaners					
	61003	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TRAVEL/EXPENSES	$499.25
PYRAMID HEALTHCARE INC					
	61004	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$5,250.00
	61004	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$15,330.00
			Total for PYRAMID HEALTHCARE INC		$20,580.00
RAMSEY, STEVE					
	60938	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
RICOH USA, INC					
	60960	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$0.00
	60960	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$52.90
	60960	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$9.33
	60960	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$0.00
	61005	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$15.21
	61005	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$641.83
	61005	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$314.49
	61005	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$86.21
			Total for RICOH USA, INC		$1,119.97
RISSER, STAN					

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Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	60939	GENERAL FUND	ATHLETICS	OFFICIALS	$47.50
RODGERS, HUNTER					
	60940	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
SHEEHAN, WILLIAM					
	60966	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
SMITH, GARY					
	60941	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
SMITH, LYNN					
	60942	GENERAL FUND	ATHLETICS	OFFICIALS	$92.50
SOUTH WOODBURY TOWNSHIP					
	61006	GENERAL FUND	OPERATION OF BUILDING SERVICE	WATER/SEWAGE	$2,040.00
STATE CHEMICAL COMPANY					
	61007	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$306.70
STEVE OAKES					
	60943	GENERAL FUND	ATHLETICS	OFFICIALS	$87.50
	60967	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
				Total for STEVE OAKES	$147.50
THE PA CYBER CHARTER SCHOOL					
	61008	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$2,903.68
TRACY CORNELIUS					
	60944	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
UNITED DATACOM NETWORKS, INC.					
	61009	GENERAL FUND	SYSTEM-WIDE TECHNOLOGY SERVICE	SUPPORT OF LEA'S TECH PLAN	$55.00
VERIZON WIRELESS					
	60961	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$12.50
WATERSIDE-LOYSBURG WATER SUPPLY					
	61010	GENERAL FUND	OPERATION OF BUILDING SERVICE	WATER/SEWAGE	$542.92
WEAVER'S SANITATION SVC, INC					

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	61011	GENERAL FUND	OPERATION OF BUILDING SERVICE	DISPOSAL SERVICES	$810.00
WELLS FARGO VENDOR					
	60962	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$49.88
	60962	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$847.86
	60962	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$149.64
	60962	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$282.62
			Total for WELLS FARGO VENDOR		$1,330.00
WEX BANK					
	61012	GENERAL FUND	VEHICLE OPER/MAINT SERVICES	GASOLINE	$229.94
WHITE, NICHOLAS					
	60945	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
	60955	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
			Total for WHITE, NICHOLAS		$120.00
WINDBER ARCHERY CLUB					
	60946	GENERAL FUND	ATHLETICS	DUES AND FEES	$0.00
WINDBER H.S.					
	60949	GENERAL FUND	ATHLETICS	DUES AND FEES	$260.00
ZAMBANINI, SAMUEL					
	60947	GENERAL FUND	ATHLETICS	OFFICIALS	$60.00
			Total for GENERAL FUND		$939,402.18

Fund: 31 CAPITAL RESERVE PROJECTS FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
CRABTREE ROHRBAUGH					
	0	CAPITAL RESERVE PROJECTS FUND	SITE IMPROVEMENT SERVICES	LAND AND IMPROVEMENTS	$13,944.11
			Total for CAPITAL RESERVE PROJECTS FUND		$13,944.11

Fund: 51 FOOD SERVICE

Remit Name	Check#	FUND	FUNCTION	OBJECT

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					Amount
ANGELO PACIFICO AND SONS INC					
	17853	FOOD SERVICE	FOOD SERVICES	FOOD	$884.43
	17866	FOOD SERVICE	FOOD SERVICES	FOOD	$1,309.78
			Total for ANGELO PACIFICO AND SONS INC		$2,194.21
C M REGENT LLC					
	61013	FOOD SERVICE	PAYROLL DEDUCT. & WITHHOLDINGS	LIFE INSURANCE	$650.00
C.A. CURTZE CO.					
	17854	FOOD SERVICE	FOOD SERVICES	FOOD	$652.65
	17854	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$87.54
			Total for C.A. CURTZE CO.		$740.19
CARGILL, INCORPORATED					
	17855	FOOD SERVICE	FOOD SERVICES	FOOD	$128.58
DETTERLINE, DONNA J					
	17856	FOOD SERVICE	FOOD SERVICES	MISCELLANEOUS EXPENDITURES	$21.98
FEESERS INC					
	17857	FOOD SERVICE	FOOD SERVICES	FOOD	$668.30
	17857	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$68.42
			Total for FEESERS INC		$736.72
GRINE, JULIE L					
	17858	FOOD SERVICE	SUMMER RECREATION	MISCELLANEOUS EXPENDITURES	$25.05
HOSTETLER'S REFIGERATION					
	17867	FOOD SERVICE	FOOD SERVICES	REPAIRS & MAINTENANCE SERVCS	$700.50
IMLER'S POULTRY					
	17859	FOOD SERVICE	FOOD SERVICES	FOOD	$45.00
	17868	FOOD SERVICE	FOOD SERVICES	FOOD	$281.34
			Total for IMLER'S POULTRY		$326.34
JTM PROVISIONS CO. INC.					
	17860	FOOD SERVICE	FOOD SERVICES	FOOD	$247.80
MILLER, DIANE					

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Fund: 51 FOOD SERVICE

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	17861	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$77.90
NBC GENERAL FUND					
	17862	FOOD SERVICE	FOOD SERVICES	FOOD	$15.36
	17869	FOOD SERVICE	FOOD SERVICES	FOOD	$9.58
			Total for NBC GENERAL FUND		$24.94
QUEEN CITY F&P					
	17863	FOOD SERVICE	FOOD SERVICES	FOOD	$233.75
	17870	FOOD SERVICE	FOOD SERVICES	FOOD	$485.10
			Total for QUEEN CITY F&P		$718.85
RITCHEYS DAIRY INC					
	17864	FOOD SERVICE	FOOD SERVICES	MILK	$3,488.45
	17864	FOOD SERVICE	FOOD SERVICES	SNACKS	$186.98
	17871	FOOD SERVICE	FOOD SERVICES	MILK	$6,107.64
	17871	FOOD SERVICE	FOOD SERVICES	SNACKS	$399.04
			Total for RITCHEYS DAIRY INC		$10,182.11
US FOODS					
	17865	FOOD SERVICE	FOOD SERVICES	FOOD	$7,300.69
	17865	FOOD SERVICE	FOOD SERVICES	SNACKS	$379.51
	17865	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$368.77
	17872	FOOD SERVICE	FOOD SERVICES	FOOD	$9,251.73
	17872	FOOD SERVICE	FOOD SERVICES	SNACKS	$609.05
	17872	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$253.81
			Total for US FOODS		$18,163.56
			Total for FOOD SERVICE		$34,938.73

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
21ST N COLLEGE					

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Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	39006	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$320.00
ANGELS AMONG US					
	39009	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$40.00
BEDFORD CO CENTER FOR COMM ACTION					
	39014	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$635.00
BURTON & BURTON					
	39027	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$93.52
CLAPPERS WHOLESALE FLORIST					
	39007	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$243.95
	39028	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$76.35
			Total for CLAPPERS WHOLESALE FLORIST		$320.30
DISTRICT 6 PMEA					
	39015	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$163.00
INSTRUMENTALIST AWARDS LLC					
	39016	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$72.00
NBC ELEMENTARY ACTIVITY FUND					
	39026	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$20.61
NBC FOOD SERVICE					
	39023	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$32.00
NBC GENERAL FUND					
	39017	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$979.91
	39022	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$33.34
	39029	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$249.25
			Total for NBC GENERAL FUND		$1,262.50
Oip					
	39018	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$0.00
PA FBLA					
	39008	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$3,990.00

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 01/15/2020 To Date: 02/11/2020

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
PENNSYLVANIA FFA ASSOCIATION					
	39010	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$1,605.00
PRATT, SANDRA J					
	39011	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$44.64
	39024	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$40.00
			Total for PRATT, SANDRA J		$84.64
RITCHEYS DAIRY INCORPORATED					
	39019	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$17.90
SPORTSMANS					
	39025	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$4,050.00
THE SNACK BASKET					
	39020	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$68.75
VERBIT, BRICE					
	39021	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$835.00
WA GREENHOUSE					
	39030	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$95.84
WALMART COMMUNITY/SYNCB					
	39012	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$170.51
WEIDLER, KELLEY A					
	39013	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$37.98
			Total for ACTIVITY FUND		$13,914.55
				Grand Total:	$1,002,199.57

Recap for FUND for GENERAL FUND

10	GENERAL FUND	$939,402.18
31	CAPITAL RESERVE PROJECTS F	$13,944.11
51	FOOD SERVICE	$34,938.73
81	ACTIVITY FUND	$13,914.55

End of Report

General Ledger - FUND 10 - MAJOR OBJECT ONLY

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:1/31/2020

FUND / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
10 - GENERAL FUND						
100 - PERSONAL SERVICES - SALARIES	$6,119,602.95	$2,723,604.79	$2,723,604.79	$3,203,001.64	$192,996.52	3.15%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$4,326,658.62	$2,186,413.60	$1,274,349.84	$1,945,293.53	$1,107,015.25	25.59%
300 - PURCH PROFESS/TECH SERVICES	$581,679.95	$216,670.54	$216,670.54	$1,963.79	$363,045.62	62.41%
400 - PURCHASED PROPERTY SERVICES	$146,763.00	$69,302.76	$69,302.76	$30,852.64	$46,607.60	31.76%
500 - OTHER PURCHASED SERVICES	$1,475,964.79	$703,738.40	$703,738.40	$8,311.66	$763,914.73	51.76%
600 - SUPPLIES	$717,109.50	$390,296.27	$390,296.27	$168,443.53	$158,369.70	22.08%
700 - PROPERTY	$107,050.01	$7,567.70	$7,567.70	$0.00	$99,482.31	92.93%
800 - OTHER OBJECTS	$333,254.75	$143,893.36	$143,893.36	$291.00	$189,070.39	56.73%
900 - OTHER FINANCING USES	$552,243.75	$598,000.00	$598,000.00	$0.00	($45,756.25)	-8.29%
10 - GENERAL FUND Total:	$14,360,327.32	$7,039,487.42	$6,127,423.66	$5,358,157.79	$2,874,745.87	20.02%
Grand Total:	$14,360,327.32	$7,039,487.42	$6,127,423.66	$5,358,157.79	$2,874,745.87	20.02%

End of Report

General Ledger - FUND 10 MAJOR FUNCTION MAJOR OBJECT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:1/31/2020

FUND / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
10 - GENERAL FUND						
1000 - INSTRUCTION						
100 - PERSONAL SERVICES - SALARIES	$4,445,777.54	$1,840,968.58	$1,840,968.58	$2,490,902.45	$113,906.51	2.56%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$3,226,450.84	$1,421,307.48	$1,421,307.48	$1,508,443.31	$296,700.05	9.20%
300 - PURCH PROFESS/TECH SERVICES	$413,150.00	$116,477.97	$116,477.97	$0.00	$296,672.03	71.81%
400 - PURCHASED PROPERTY SERVICES	$43,000.00	$29,181.46	$29,181.46	$7,819.78	$5,998.76	13.95%
500 - OTHER PURCHASED SERVICES	$541,790.80	$188,991.53	$188,991.53	$2,350.00	$350,449.27	64.68%
600 - SUPPLIES	$296,173.01	$192,845.44	$192,845.44	$32,155.81	$71,171.76	24.03%
700 - PROPERTY	$53,000.01	$5,479.00	$5,479.00	$0.00	$47,521.01	89.66%
800 - OTHER OBJECTS	$22,171.00	$8,725.30	$8,725.30	$291.00	$13,154.70	59.33%
1000 - INSTRUCTION Total:	$9,041,513.20	$3,803,976.76	$3,803,976.76	$4,041,962.35	$1,195,574.09	13.22%
2000 - SUPPORTING SERVICES						
100 - PERSONAL SERVICES - SALARIES	$1,502,129.85	$787,428.36	$787,428.36	$651,908.58	$62,792.91	4.18%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$1,055,545.99	$565,178.52	$565,178.52	$416,629.81	$73,737.66	6.99%
300 - PURCH PROFESS/TECH SERVICES	$100,360.95	$69,263.30	$69,263.30	$632.40	$30,465.25	30.36%
400 - PURCHASED PROPERTY SERVICES	$94,253.00	$39,789.30	$39,789.30	$23,032.86	$31,430.84	33.35%
500 - OTHER PURCHASED SERVICES	$906,523.99	$501,763.69	$501,763.69	$5,961.66	$398,798.64	43.99%
600 - SUPPLIES	$385,986.49	$178,617.16	$178,617.16	$133,758.63	$73,610.70	19.07%
700 - PROPERTY	$12,000.00	$0.00	$0.00	$0.00	$12,000.00	100.00%
800 - OTHER OBJECTS	$29,130.00	$56,068.31	$56,068.31	$0.00	($26,938.31)	-92.48%
2000 - SUPPORTING SERVICES Total:	$4,085,930.27	$2,198,108.64	$2,198,108.64	$1,231,923.94	$655,897.69	16.05%
3000 - OPERAT NONINSTRUCTNL SERVICES						
100 - PERSONAL SERVICES - SALARIES	$171,695.56	$95,207.85	$95,207.85	$60,190.61	$16,297.10	9.49%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$44,266.81	$38,148.84	$38,148.84	$20,220.41	($14,102.44)	-31.86%
300 - PURCH PROFESS/TECH SERVICES	$68,169.00	$30,929.27	$30,929.27	$1,331.39	$35,908.34	52.68%
400 - PURCHASED PROPERTY SERVICES	$9,510.00	$332.00	$332.00	$0.00	$9,178.00	96.51%
500 - OTHER PURCHASED SERVICES	$27,650.00	$12,983.18	$12,983.18	$0.00	$14,666.82	53.04%
600 - SUPPLIES	$34,950.00	$18,833.67	$18,833.67	$2,529.09	$13,587.24	38.88%
700 - PROPERTY	$10,050.00	$2,088.70	$2,088.70	$0.00	$7,961.30	79.22%
800 - OTHER OBJECTS	$6,785.00	$3,931.00	$3,931.00	$0.00	$2,854.00	42.06%
3000 - OPERAT NONINSTRUCTNL SERVICES Total:	$373,076.37	$202,454.51	$202,454.51	$84,271.50	$86,350.36	23.15%
4000 - FACILTES ACQUIST/CONSTRUC SER						
700 - PROPERTY	$32,000.00	$0.00	$0.00	$0.00	$32,000.00	100.00%
4000 - FACILTES ACQUIST/CONSTRUC SER Total:	$32,000.00	$0.00	$0.00	$0.00	$32,000.00	100.00%
5000 - FINANCING USES						
800 - OTHER OBJECTS	$275,168.75	$75,168.75	$75,168.75	$0.00	$200,000.00	72.68%
900 - OTHER FINANCING USES	$552,243.75	$598,000.00	$598,000.00	$0.00	($45,756.25)	-8.29%

General Ledger - FUND 10 MAJOR FUNCTION MAJOR OBJECT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:1/31/2020

FUND / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
5000 - FINANCING USES Total:	$827,412.50	$673,168.75	$673,168.75	$0.00	$154,243.75	18.64%
6000 - REVENUE FROM LOCAL SOURCES						
000 - NON-CATEGORICAL	($4,238,836.00)	($3,808,457.83)	($3,808,457.83)	$0.00	($430,378.17)	10.15%
6000 - REVENUE FROM LOCAL SOURCES Total:	($4,238,836.00)	($3,808,457.83)	($3,808,457.83)	$0.00	($430,378.17)	10.15%
7000 - REVENUE FROM STATE SOURCES						
000 - NON-CATEGORICAL	($9,343,029.11)	($4,752,592.22)	($4,752,592.22)	$0.00	($4,590,436.89)	49.13%
7000 - REVENUE FROM STATE SOURCES Total:	($9,343,029.11)	($4,752,592.22)	($4,752,592.22)	$0.00	($4,590,436.89)	49.13%
8000 - REVENUE FROM FEDERAL SOURCES						
000 - NON-CATEGORICAL	($344,851.00)	($134,139.82)	($134,139.82)	$0.00	($210,711.18)	61.10%
8000 - REVENUE FROM FEDERAL SOURCES Total:	($344,851.00)	($134,139.82)	($134,139.82)	$0.00	($210,711.18)	61.10%
10 - GENERAL FUND Total:	$433,216.23	($1,817,481.21)	($1,817,481.21)	$5,358,157.79	($3,107,460.35)	-717.30%
Grand Total:	$433,216.23	($1,817,481.21)	($1,817,481.21)	$5,358,157.79	($3,107,460.35)	-717.30%

End of Report

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:1/31/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
00 - NON-INST BLD-DW						
3250 - ATHLETICS						
121 - REGULAR SALARIES	$20,000.00	$11,666.69	$11,666.69	$8,333.31	$0.00	0.00%
131 - REGULAR SALARIES	$35,385.00	$2,010.00	$2,010.00	$29,050.00	$4,325.00	12.22%
211 - MEDICAL INSURANCE	$0.00	$10.16	$10.16	$2,514.75	($2,524.91)	100.00%
212 - DENTAL INSURANCE	$0.00	$0.00	$0.00	$39.36	($39.36)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.10)	($0.10)	$28.60	($28.50)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$4,236.98	$755.12	$755.12	$2,636.05	$845.81	19.96%
230 - RETIREMENT CONTRIBUTIONS	$3,588.45	$615.17	$615.17	$5,122.95	($2,149.67)	-59.91%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$57.67	$57.67	$1,312.00	($1,369.67)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$4.05	$4.05	$92.15	($96.20)	100.00%
260 - WORKMEN'S COMPENSATION	$304.66	$1,262.76	$1,262.76	$0.00	($958.10)	-314.48%
329 - PROFESSIONAL ED SERVICES-OTHER	$41,000.00	$8,666.66	$8,666.66	$0.00	$32,333.34	78.86%
432 - REPAIRS/MAINTENANCE EQUIPMENT	$0.00	$20.00	$20.00	$0.00	($20.00)	100.00%
519 - STUD TRANS SERV OTHR SOURCES	$25,000.00	$1,121.05	$1,121.05	$0.00	$23,878.95	95.52%
610 - SUPPLIES	$9,000.00	$2,927.67	$2,927.67	$0.00	$6,072.33	67.47%
00 - NON-INST BLD-DW Total:	$138,515.09	$29,116.90	$29,116.90	$49,129.17	$60,269.02	43.51%
60 - ALL SPORTS						
3250 - ATHLETICS						
580 - TRAVEL/EXPENSES	$700.00	$0.00	$0.00	$0.00	$700.00	100.00%
610 - SUPPLIES	$4,100.00	$2,359.21	$2,359.21	$633.39	$1,107.40	27.01%
810 - DUES AND FEES	$2,100.00	$895.00	$895.00	$0.00	$1,205.00	57.38%
60 - ALL SPORTS Total:	$6,900.00	$3,254.21	$3,254.21	$633.39	$3,012.40	43.66%
61 - BASEBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$190.00	$0.00	$0.00	$0.00	$190.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$14.54	$0.00	$0.00	$0.00	$14.54	100.00%
230 - RETIREMENT CONTRIBUTIONS	$65.15	$0.00	$0.00	$0.00	$65.15	100.00%
260 - WORKMEN'S COMPENSATION	$1.05	$0.00	$0.00	$0.00	$1.05	100.00%
331 - OFFICIALS	$1,810.00	$35.00	$35.00	$0.00	$1,775.00	98.07%
610 - SUPPLIES	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
761 - UNIFORMS	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
61 - BASEBALL Total:	$7,080.74	$35.00	$35.00	$0.00	$7,045.74	99.51%
62 - BOYS BASKETBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$11,725.00	$5,346.38	$5,346.38	$2,202.52	$4,176.10	35.62%
220 - SOCIAL SECURITY CONTRIBUTIONS	$896.98	$402.82	$402.82	$151.22	$342.94	38.23%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:1/31/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
230 - RETIREMENT CONTRIBUTIONS	$1,527.62	$950.30	$950.30	$373.28	$204.04	13.36%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$825.04	$825.04	$175.25	($1,000.29)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$57.95	$57.95	$12.31	($70.26)	100.00%
260 - WORKMEN'S COMPENSATION	$64.51	$0.00	$0.00	$0.00	$64.51	100.00%
331 - OFFICIALS	$3,805.00	$3,500.00	$3,500.00	$390.00	($85.00)	-2.23%
332 - SECURITY	$448.00	$345.61	$345.61	$154.39	($52.00)	-11.61%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$1,408.92	$1,408.92	$0.00	($1,408.92)	100.00%
580 - TRAVEL/EXPENSES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
610 - SUPPLIES	$1,000.00	$596.16	$596.16	$0.00	$403.84	40.38%
810 - DUES AND FEES	$100.00	$75.00	$75.00	$0.00	$25.00	25.00%
62 - BOYS BASKETBALL Total:	$19,667.11	$13,508.18	$13,508.18	$3,458.97	$2,699.96	13.73%
63 - GIRLS BASKETBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$12,655.00	$9,378.60	$9,378.60	$3,751.40	($475.00)	-3.75%
213 - LIFE INSURANCE	$0.00	$2.20	$2.20	$1.10	($3.30)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$968.12	$708.87	$708.87	$241.89	$17.36	1.79%
230 - RETIREMENT CONTRIBUTIONS	$2,786.07	$2,427.25	$2,427.25	$781.32	($422.50)	-15.16%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$736.90	$736.90	$290.20	($1,027.10)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$51.75	$51.75	$20.38	($72.13)	100.00%
260 - WORKMEN'S COMPENSATION	$69.62	$0.00	$0.00	$0.00	$69.62	100.00%
331 - OFFICIALS	$3,625.00	$3,655.00	$3,655.00	$255.00	($285.00)	-7.86%
332 - SECURITY	$448.00	$306.00	$306.00	$194.00	($52.00)	-11.61%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$523.40	$523.40	$0.00	($523.40)	100.00%
580 - TRAVEL/EXPENSES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
610 - SUPPLIES	$1,000.00	$759.14	$759.14	$195.00	$45.86	4.59%
810 - DUES AND FEES	$100.00	$100.00	$100.00	$0.00	$0.00	0.00%
63 - GIRLS BASKETBALL Total:	$21,751.81	$18,649.11	$18,649.11	$5,730.29	($2,627.59)	-12.08%
64 - Undesignated						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$300.00	$0.00	$0.00	$0.00	$300.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$22.95	$0.00	$0.00	$0.00	$22.95	100.00%
230 - RETIREMENT CONTRIBUTIONS	$102.87	$0.00	$0.00	$0.00	$102.87	100.00%
260 - WORKMEN'S COMPENSATION	$1.65	$0.00	$0.00	$0.00	$1.65	100.00%
64 - Undesignated Total:	$427.47	$0.00	$0.00	$0.00	$427.47	100.00%
65 - FOOTBALL CHEERLEADERS						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$2,580.00	$2,580.00	$2,580.00	$0.00	$0.00	0.00%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:1/31/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
212 - DENTAL INSURANCE	$0.00	$5.19	$5.19	$0.00	($5.19)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$197.38	$191.09	$191.09	$0.00	$6.29	3.19%
230 - RETIREMENT CONTRIBUTIONS	$884.69	$884.70	$884.70	$0.00	($0.01)	0.00%
260 - WORKMEN'S COMPENSATION	$14.20	$0.00	$0.00	$0.00	$14.20	100.00%
610 - SUPPLIES	$500.00	$500.00	$500.00	$0.00	$0.00	0.00%
810 - DUES AND FEES	$75.00	$0.00	$0.00	$0.00	$75.00	100.00%
65 - FOOTBALL CHEERLEADERS Total:	$4,251.27	$4,160.98	$4,160.98	$0.00	$90.29	2.12%
66 - WINTER CHEERLEADERS						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$2,130.00	$1,521.40	$1,521.40	$608.60	$0.00	0.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$162.95	$116.35	$116.35	$45.24	$1.36	0.83%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$487.45	$487.45	$97.49	($584.94)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$34.25	$34.25	$6.85	($41.10)	100.00%
260 - WORKMEN'S COMPENSATION	$11.72	$0.00	$0.00	$0.00	$11.72	100.00%
610 - SUPPLIES	$500.00	$348.50	$348.50	$0.00	$151.50	30.30%
810 - DUES AND FEES	$75.00	$0.00	$0.00	$0.00	$75.00	100.00%
66 - WINTER CHEERLEADERS Total:	$2,879.67	$2,507.95	$2,507.95	$758.18	($386.46)	-13.42%
67 - FOOTBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$24,675.00	$23,635.00	$23,635.00	$0.00	$1,040.00	4.21%
212 - DENTAL INSURANCE	$0.00	$4.84	$4.84	$0.00	($4.84)	100.00%
213 - LIFE INSURANCE	$0.00	$0.14	$0.14	$0.00	($0.14)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.08	$0.08	$0.00	($0.08)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.10)	($0.10)	$0.00	$0.10	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$1,887.67	$1,783.06	$1,783.06	$0.00	$104.61	5.54%
230 - RETIREMENT CONTRIBUTIONS	$5,669.86	$4,783.46	$4,783.46	$0.00	$886.40	15.63%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$2,970.88	$2,970.88	$0.00	($2,970.88)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$208.65	$208.65	$0.00	($208.65)	100.00%
260 - WORKMEN'S COMPENSATION	$135.75	$0.00	$0.00	$0.00	$135.75	100.00%
331 - OFFICIALS	$6,760.00	$6,735.00	$6,735.00	$0.00	$25.00	0.37%
332 - SECURITY	$1,260.00	$1,394.00	$1,394.00	$0.00	($134.00)	-10.63%
430 - REPAIRS & MAINTENANCE SERVCS	$5,500.00	$0.00	$0.00	$0.00	$5,500.00	100.00%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$3,053.86	$3,053.86	$0.00	($3,053.86)	100.00%
580 - TRAVEL/EXPENSES	$50.00	$0.00	$0.00	$0.00	$50.00	100.00%
610 - SUPPLIES	$4,200.00	$3,673.82	$3,673.82	$0.00	$526.18	12.53%
761 - UNIFORMS	$2,350.00	$2,088.70	$2,088.70	$0.00	$261.30	11.12%
810 - DUES AND FEES	$550.00	$550.00	$550.00	$0.00	$0.00	0.00%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:1/31/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
67 - FOOTBALL Total:	$53,038.28	$50,881.39	$50,881.39	$0.00	$2,156.89	4.07%
68 - BOYS SOCCER						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$7,650.00	$5,145.00	$5,145.00	$0.00	$2,505.00	32.75%
212 - DENTAL INSURANCE	$0.00	$0.40	$0.40	$0.00	($0.40)	100.00%
213 - LIFE INSURANCE	$0.00	$0.28	$0.28	$0.00	($0.28)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.35	$0.35	$0.00	($0.35)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.01)	($0.01)	$0.00	$0.01	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$585.24	$559.87	$559.87	$0.00	$25.37	4.33%
230 - RETIREMENT CONTRIBUTIONS	$2,132.84	$2,065.97	$2,065.97	$0.00	$66.87	3.14%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$458.20	$458.20	$0.00	($458.20)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$32.20	$32.20	$0.00	($32.20)	100.00%
260 - WORKMEN'S COMPENSATION	$42.09	$0.00	$0.00	$0.00	$42.09	100.00%
331 - OFFICIALS	$735.00	$1,090.00	$1,090.00	$0.00	($355.00)	-48.30%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$1,233.71	$1,233.71	$0.00	($1,233.71)	100.00%
610 - SUPPLIES	$800.00	$456.31	$456.31	$0.00	$343.69	42.96%
68 - BOYS SOCCER Total:	$11,945.17	$11,042.28	$11,042.28	$0.00	$902.89	7.56%
69 - GIRLS SOCCER						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$4,230.00	$4,265.00	$4,265.00	$0.00	($35.00)	-0.83%
212 - DENTAL INSURANCE	$0.00	$1.27	$1.27	$0.00	($1.27)	100.00%
213 - LIFE INSURANCE	$0.00	$0.25	$0.25	$0.00	($0.25)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.31	$0.31	$0.00	($0.31)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.01)	($0.01)	$0.00	$0.01	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$323.60	$312.99	$312.99	$0.00	$10.61	3.28%
230 - RETIREMENT CONTRIBUTIONS	$102.87	$1,426.50	$1,426.50	$0.00	($1,323.63)	-1286.70%
260 - WORKMEN'S COMPENSATION	$23.27	$0.00	$0.00	$0.00	$23.27	100.00%
331 - OFFICIALS	$875.00	$1,670.00	$1,670.00	$0.00	($795.00)	-90.86%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$984.94	$984.94	$0.00	($984.94)	100.00%
610 - SUPPLIES	$600.00	$2,486.86	$2,486.86	$0.00	($1,886.86)	-314.48%
761 - UNIFORMS	$2,800.00	$0.00	$0.00	$0.00	$2,800.00	100.00%
69 - GIRLS SOCCER Total:	$8,954.74	$11,148.11	$11,148.11	$0.00	($2,193.37)	-24.49%
70 - SOFTBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$190.00	$0.00	$0.00	$0.00	$190.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$14.54	$0.00	$0.00	$0.00	$14.54	100.00%
230 - RETIREMENT CONTRIBUTIONS	$65.15	$0.00	$0.00	$0.00	$65.15	100.00%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:1/31/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
260 - WORKMEN'S COMPENSATION	$1.05	$0.00	$0.00	$0.00	$1.05	100.00%
331 - OFFICIALS	$2,030.00	$0.00	$0.00	$0.00	$2,030.00	100.00%
610 - SUPPLIES	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
761 - UNIFORMS	$400.00	$0.00	$0.00	$0.00	$400.00	100.00%
70 - SOFTBALL Total:	$5,200.74	$0.00	$0.00	$0.00	$5,200.74	100.00%
71 - TRACK						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$3,700.00	$1,250.00	$1,250.00	$0.00	$2,450.00	66.22%
213 - LIFE INSURANCE	$0.00	$1.53	$1.53	$0.00	($1.53)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$1.92	$1.92	$0.00	($1.92)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$283.05	$91.59	$91.59	$0.00	$191.46	67.64%
230 - RETIREMENT CONTRIBUTIONS	$1,268.73	$428.65	$428.65	$0.00	$840.08	66.21%
260 - WORKMEN'S COMPENSATION	$20.35	$0.00	$0.00	$0.00	$20.35	100.00%
331 - OFFICIALS	$1,855.00	$0.00	$0.00	$0.00	$1,855.00	100.00%
610 - SUPPLIES	$3,000.00	$1,940.00	$1,940.00	$1,010.00	$50.00	1.67%
761 - UNIFORMS	$2,000.00	$0.00	$0.00	$0.00	$2,000.00	100.00%
810 - DUES AND FEES	$1,200.00	$260.00	$260.00	$0.00	$940.00	78.33%
71 - TRACK Total:	$13,327.13	$3,973.69	$3,973.69	$1,010.00	$8,343.44	62.60%
72 - VOLLEYBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$7,313.00	$7,159.00	$7,159.00	$0.00	$154.00	2.11%
212 - DENTAL INSURANCE	$0.00	$3.24	$3.24	$0.00	($3.24)	100.00%
213 - LIFE INSURANCE	$0.00	$1.71	$1.71	$0.00	($1.71)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$1.74	$1.74	$0.00	($1.74)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.13)	($0.13)	$0.00	$0.13	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$559.45	$541.51	$541.51	$0.00	$17.94	3.21%
230 - RETIREMENT CONTRIBUTIONS	$1,304.05	$802.04	$802.04	$0.00	$502.01	38.50%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$1,544.30	$1,544.30	$0.00	($1,544.30)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$108.50	$108.50	$0.00	($108.50)	100.00%
260 - WORKMEN'S COMPENSATION	$40.23	$0.00	$0.00	$0.00	$40.23	100.00%
331 - OFFICIALS	$2,230.00	$2,490.00	$2,490.00	$0.00	($260.00)	-11.66%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$1,746.85	$1,746.85	$0.00	($1,746.85)	100.00%
610 - SUPPLIES	$500.00	$552.54	$552.54	$0.00	($52.54)	-10.51%
810 - DUES AND FEES	$285.00	$305.00	$305.00	$0.00	($20.00)	-7.02%
72 - VOLLEYBALL Total:	$12,231.73	$15,256.30	$15,256.30	$0.00	($3,024.57)	-24.73%
73 - WRESTLING						
3250 - ATHLETICS						

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:1/31/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
135 - PERSONNEL SERVICES	$12,647.00	$8,342.90	$8,342.90	$3,337.10	$967.00	7.65%
220 - SOCIAL SECURITY CONTRIBUTIONS	$967.51	$636.00	$636.00	$250.05	$81.46	8.42%
230 - RETIREMENT CONTRIBUTIONS	$1,662.03	$950.35	$950.35	$374.27	$337.41	20.30%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$1,785.10	$1,785.10	$357.02	($2,142.12)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$125.35	$125.35	$25.07	($150.42)	100.00%
260 - WORKMEN'S COMPENSATION	$69.57	$0.00	$0.00	$0.00	$69.57	100.00%
331 - OFFICIALS	$840.00	$770.00	$770.00	$110.00	($40.00)	-4.76%
332 - SECURITY	$448.00	$272.00	$272.00	$228.00	($52.00)	-11.61%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$398.25	$398.25	$0.00	($398.25)	100.00%
580 - TRAVEL/EXPENSES	$1,700.00	$150.00	$150.00	$0.00	$1,550.00	91.18%
610 - SUPPLIES	$500.00	$440.14	$440.14	$65.70	($5.84)	-1.17%
810 - DUES AND FEES	$2,300.00	$1,746.00	$1,746.00	$0.00	$554.00	24.09%
73 - WRESTLING Total:	$21,134.11	$15,616.09	$15,616.09	$4,747.21	$770.81	3.65%
Grand Total:	$327,305.06	$179,150.19	$179,150.19	$65,467.21	$82,687.66	25.26%

End of Report

Student Activities Summary Report

Fiscal Year: 2019-2020

From: 7/1/2019 To: 2/29/2020

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
000 NON-CLASS BYJOB	133,355.78	58.08	(133,355.78)	58.08	.00	58.08
000 NON-CLASS BYJOB	133,355.78	58.08	(133,355.78)	58.08	.00	58.08
105 FOOTBALL CHEERLEADERS	.00	.00	1,058.27	1,058.27	.00	1,058.27
106 WINTER CHEERLEADERS	.00	.00	603.09	603.09	(443.88)	159.21
107 POP MACHINE	.00	.00	7,630.60	7,630.60	.00	7,630.60
141 CLASS OF 2016	.00	.00	.00	.00	.00	.00
142 CLASS OF 2017	.00	.00	.00	.00	.00	.00
144 CLASS OF 2018	.00	.00	1,676.06	1,676.06	.00	1,676.06
145 CLASS OF 2019	.00	.00	922.02	922.02	.00	922.02
146 CLASS OF 2020	.00	.00	2,419.17	2,419.17	.00	2,419.17
147 CLASS OF 2021	.00	.00	1,340.01	1,340.01	.00	1,340.01
148 CLASS OF 2022	.00	.00	729.98	729.98	.00	729.98
149 CLASS OF 2023	.00	.00	2,423.89	2,423.89	.00	2,423.89
150 CLASS OF 2024	.00	.00	7,120.20	7,120.20	.00	7,120.20
151 CLASS OF 2025	.00	.00	1,732.28	1,732.28	.00	1,732.28
152 CLASS OF 2026	.00	.00	1,224.70	1,224.70	.00	1,224.70
199 STUDENT BODY	268.06	.00	9,604.11	9,872.17	(100.00)	9,772.17
199 STUDENT BODY	268.06	.00	9,604.11	9,872.17	(100.00)	9,772.17
200 PROFESSNL-EDUC	.00	.00	763.20	763.20	(1,600.10)	(836.90)
201 BAND	.00	.00	1,956.23	1,956.23	(79.60)	1,876.63
210 CHORUS	.00	.00	8,536.51	8,536.51	(69.55)	8,466.96
211 MEISTERSINGERS	.00	.00	200.00	200.00	.00	200.00
213 PANTHER SHOW CHOIR	.00	.00	1,488.37	1,488.37	.00	1,488.37

Student Activities Summary Report

Fiscal Year: 2019-2020

From: 7/1/2019 To: 2/29/2020

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
214 PB & J	.00	.00	.00	.00	.00	.00
220 CONSERVATION	.00	.00	.00	.00	.00	.00
230 FBLA	.00	.00	3,125.66	3,125.66	(6,110.00)	(2,984.34)
240 FFA	.00	.00	7,080.41	7,080.41	(6,256.62)	823.79
241 FFA DICK RICE GRADUATION AWARD	.00	.00	1,550.00	1,550.00	.00	1,550.00
250 FCCLA	.00	.00	1,643.98	1,643.98	(500.00)	1,143.98
260 HORT CLUB	.00	.00	5,241.02	5,241.02	(5,586.80)	(345.78)
270 NAT'L HONOR SOC	.00	.00	596.99	596.99	(15.45)	581.54
275 SHOOTING CLUB	.00	.00	3.73	3.73	.00	3.73
278 NBC AUTO CLUB	.00	.00	1,524.51	1,524.51	.00	1,524.51
279 ANGELS AMONG US	.00	.00	3,906.87	3,906.87	.00	3,906.87
280 PANTHER PURSE	.00	.00	4,615.54	4,615.54	.00	4,615.54
295 SADD	.00	.00	1,393.94	1,393.94	.00	1,393.94
300 SKI CLUB	.00	.00	1,039.19	1,039.19	.00	1,039.19
310 STUDENT COUNCIL	.00	.00	4.52	4.52	.00	4.52
320 TSA CLUB	.00	.00	253.72	253.72	.00	253.72
330 VARSITY CLUB	.00	.00	673.16	673.16	.00	673.16
340 YEARBOOK CLUB	.00	.00	24,036.84	24,036.84	(52.86)	23,983.98
342 PANTHER PARADISE	.00	.00	7,238.22	7,238.22	.00	7,238.22
345 NBC DANCE-A-THON	.00	.00	7,999.77	7,999.77	.00	7,999.77
346 ARCHERY CLUB	.00	.00	1,502.97	1,502.97	.00	1,502.97
347 SPANISH CLUB	.00	.00	273.66	273.66	.00	273.66
348 INTERACT CLUB	.00	.00	.00	.00	.00	.00

Student Activities Summary Report

Fiscal Year: 2019-2020

From: 7/1/2019 To: 2/29/2020

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
350 MS ANNUAL CLUB	.00	.00	7,753.95	7,753.95	.00	7,753.95
360 BOX TOPS FOR EDUCATION	.00	.00	1,210.38	1,210.38	.00	1,210.38
361 HS STUDENT PRIDE	.00	.00	1,658.98	1,658.98	(257.27)	1,401.71
362 MS STUDENT PRIDE	.00	.00	2,518.26	2,518.26	(50.00)	2,468.26
400 ODYSSEY OF THE MIND	.00	.00	.00	.00	.00	.00
410 STUDENT TEACHER	.00	.00	250.00	250.00	.00	250.00
GRAND TOTALS	267,247.68	116.16	(118,582.49)	148,781.35	(21,222.13)	127,559.22

End of Report

General Ledger - FUND 31 - CAPITAL RESERVE BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:2/12/2020

SUBJECT / FUNCTION / OBJECT	Range To Date	Year To Date
00 - NON CLASS SUBJT		
0107 - PLGIT - CAPITAL RESERVE		
000 - NON-CATEGORICAL	($249,144.11)	$1,100,894.63
0770 - UNRESERVED FUND BALANCE		
000 - NON-CATEGORICAL	$0.00	($727,868.75)
0850 - UNASSIGNED FUND BALANCE		
000 - NON-CATEGORICAL	$0.00	($622,169.99)
4200 - SITE IMPROVEMENT SERVICES		
710 - LAND AND IMPROVEMENTS	$249,144.11	$249,144.11
00 - NON CLASS SUBJT Total:	$0.00	$0.00
Grand Total:	$0.00	$0.00

End of Report

General Ledger - FUND 51 - FOOD SERVICE - BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:1/31/2020

FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance
0102 - FOOD SERVICE CASH					
000 - NON-CATEGORICAL	$0.00	$40,780.46	$66,596.24	$0.00	($66,596.24)
0402 - INTERFUND ACCOUNTS PAYABLE					
000 - NON-CATEGORICAL	$0.00	($71,709.51)	($115,485.31)	$0.00	$115,485.31
0462 - PAYROLL DEDUCT. & WITHHOLDINGS					
213 - LIFE INSURANCE	$0.00	$2,575.00	$2,575.00	$0.00	($2,575.00)
215 - EYE CARE INSURANCE	$0.00	$4,039.18	$4,039.18	$0.00	($4,039.18)
0740 - UNRESERVED RETAINED EARNING					
000 - NON-CATEGORICAL	$0.00	$0.00	($8,978.16)	$0.00	$8,978.16
0850 - UNASSIGNED FUND BALANCE					
000 - NON-CATEGORICAL	$0.00	$0.00	$26,938.18	$0.00	($26,938.18)
3100 - FOOD SERVICES					
150 - OFFICE/CLERICAL	$0.00	$10,400.72	$10,400.72	$14,182.88	($24,583.60)
190 - INSTRUCTIONAL ASST	$0.00	$112,865.22	$112,865.22	$28,564.59	($141,429.81)
211 - MEDICAL INSURANCE	$0.00	$24,639.30	$24,639.30	$26,154.00	($50,793.30)
212 - DENTAL INSURANCE	$0.00	($123.10)	($123.10)	$504.00	($380.90)
213 - LIFE INSURANCE	$0.00	$240.26	$240.26	$184.50	($424.76)
214 - INCOME PROTECTION INSURANCE	$0.00	$180.52	$180.52	$146.35	($326.87)
215 - EYE CARE INSURANCE	$0.00	($10.90)	($10.90)	$218.36	($207.46)
220 - SOCIAL SECURITY CONTRIBUTIONS	$0.00	$9,235.17	$9,235.17	$3,206.19	($12,441.36)
230 - RETIREMENT CONTRIBUTIONS	$0.00	$41,189.05	$41,189.05	$14,585.79	($55,774.84)
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$1,067.15	$1,067.15	$72.32	($1,139.47)
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$6.90	$6.90	$0.00	($6.90)
291 - RETIREMENT PAYMENTS	$0.00	$9,000.00	$9,000.00	$0.00	($9,000.00)
430 - REPAIRS & MAINTENANCE SERVCS	$0.00	$2,967.22	$2,967.22	$0.00	($2,967.22)
610 - SUPPLIES	$0.00	$7,885.20	$7,885.20	$2,223.15	($10,108.35)
630 - FOOD	$0.00	$1,243.65	$1,243.65	$0.00	($1,243.65)
631 - FOOD	$0.00	$58,346.68	$58,346.68	$0.00	($58,346.68)
632 - MILK	$0.00	$21,983.16	$21,983.16	$0.00	($21,983.16)
634 - SNACKS	$0.00	$4,165.68	$4,165.68	$0.00	($4,165.68)
650 - TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$0.00	$400.00	$400.00	$0.00	($400.00)
890 - MISCELLANEOUS EXPENDITURES	$0.00	$1,479.24	$1,479.24	$0.00	($1,479.24)
3310 - SUMMER RECREATION					
890 - MISCELLANEOUS EXPENDITURES	$0.00	$1,278.06	$1,278.06	$0.00	($1,278.06)
6510 - INT INVEST & INT-BEAR CK ACCT					
000 - NON-CATEGORICAL	$0.00	($7.79)	($7.79)	$0.00	$7.79
6611 - DAILY SALES-SCHL LUNCH PROGM					

General Ledger - FUND 51 - FOOD SERVICE - BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:1/31/2020

FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance
000 - NON-CATEGORICAL	$0.00	($114,761.47)	($114,761.47)	$0.00	$114,761.47
6614 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($13,609.60)	($13,609.60)	$0.00	$13,609.60
6621 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($8,641.45)	($8,641.45)	$0.00	$8,641.45
6630 - SPECIAL FUNCTIONS					
000 - NON-CATEGORICAL	$0.00	($4,708.71)	($4,708.71)	$0.00	$4,708.71
6990 - MISCELLANEOUS REVENUE					
000 - NON-CATEGORICAL	$0.00	$1,199.67	$1,199.67	$0.00	($1,199.67)
7610 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($2,461.40)	($2,461.40)	$0.00	$2,461.40
7611 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($7,542.32)	($7,542.32)	$0.00	$7,542.32
8530 - CHILD NUTRITION PROGRAM					
000 - NON-CATEGORICAL	$0.00	($36,521.00)	($36,521.00)	$0.00	$36,521.00
8531 - SUBSDY MILK,LUNCH,BRKFAST PRO					
000 - NON-CATEGORICAL	$0.00	($97,070.24)	($97,070.24)	$0.00	$97,070.24
Grand Total:	$0.00	$0.00	$0.00	$90,042.13	($90,042.13)

End of Report

The Board of Directors of the Northern Bedford County School District met on Tuesday, March 10, 2020 at 6:00 pm in Room 136 of the high school building in Loysburg, PA.

The following board members were present: Chris Cronrath, John Eshelman, Chad Mickle, Mike Miller, David Potchak, Tammy Reasy, Randy Wiand. Absent – Steve Cottle and Ralph Scott. Also present were Mr. Todd B. Beatty, Superintendent; Mr. Michael O'Dellick High School Principal; Mr. Trevor Replogle, Elementary School Principal; Mr. Wayne Sherlock, Middle School Principal; Mrs. Lindsay Cherry, Special Education Supervisor; Ms. Teri Biddle, Business Manager/Board Secretary.

Public in attendance at the pre-session and/or the public session of the March 10, 2020 meeting included: Starla Snyder, Tom and Vesta Nave; Justin Yopp, Matthew Hall, Mikayla Hall, Megan Hall, Tom Schmitt, Bedford Gazette; Christie Sweigart, Morrisons Cove Herald; and Ian Sherlock.

1. Randy Wiand called the meeting to order.
2. Prayer and Pledge was given by Mike Miller.
3. Roll call with all members present except Steve Cottle and Ralph Scott.
4. Mr. Beatty, Superintendent, reviewed the agenda with the board.
5. There were no citizens who wished to recognize the board.
6. New staff members including Vesta Nave, Elementary Special Education Teacher, and Shawn Hostetler, Technology Assistant were introduced to the board.
7. Recognition of Starla Snyder, School Nurse, for receiving the South Central School Nurse Excellence Award.
8. Ian Sherlock gave the student board representative and that winter concert was held by the Music department last Sunday, March 8, 2020. The Winter sports season has officially ended and Spring sports have officially begun. The SADD group will be attending a county wide leadership conference on March 24, 2020. The National Honor Society participated in Read Across America Day with the elementary students. The FFA will be participating in a donkeyball game at Chestnut Ridge on Thursday, March 12, 2020 and will be attending the State Leadership Conference starting March 15, 2020.
9. Northern Bedford FBLA Members, Veronica Griffith, McKayla Hall and Sarah Heck gave a presentation on their American Enterprise Project.
10. Communications read included a resignation Roy Sunderland, Elementary Custodian; Coryn Snyder request for FMLA leave; resignation of Trisha Lingenfelter as winter cheer coach.
11. The following announcements were made: The April school board meeting will be held Tuesday, April 14, 2020 beginning at 6 pm in the high school building Room 136.
12. Mr. Eshelman moved, seconded by Mr. Mickle, to approve the minutes from the February 11, 2020 school board meeting.
13. The board held an election of Appalachia Intermediate Unit 8 Board of Directors.
14. Mr. Cronrath moved, seconded by Mr. Eshelman, to do the following items on a consent motion. All members present voted "yes".

- Accept the resignation of Roy Sunderland as Elementary Custodian as of March 4, 2020.

- Accept the resignation of Trisha Lingenfelter as Head Winter Cheer coach.

- Approve Coryn Snyder for FMLA leave on or around May 5, 2020 until the end of the 2019/20 school year.

- Approve the following people as substitute employees provided each candidate has on file a valid teaching certificate (professional), criminal background check, child abuse history clearance, FBI fingerprinting, required health examination and TB test, and Federal form I-9.

  Heidi Gates IU08 Substitute

- Approve the following as bona fide volunteers, pending clearance submissions, for the positions listed at the nominal payment for 2019/20 as recommended by the Administration. The classification may be subject to further clarification upon solicitor's recommendations:

Corey Reffner	Half Time Assistant Track Coach	$625
Blake Over	Half Time Assistant Track Coach	$625

- Approve the following as Spring Coach Volunteers:

  Craig Mitchell Volunteer Varsity Softball Coach

- Approve the transfer of Richard Lafferty from Secondary Evening Custodian to Elementary Evening Custodian.

15. Mr. Mickle moved, seconded by Mr. Cronrath, to approve Chad Fatula as Secondary Evening Custodian at a rate of $11.40/hour. All members present voted "yes".
16. Mr. Eshelman moved, seconded by Mr. Miller, to do the following items on a consent motion. All members present voted "yes".
    - Approve on the second and final reading the school calendar for the 2020/21 school year as attached.

    - Approve the attached School Board Resolution to urge the Pennsylvania Legislature to look at charter school tuition reform.

    - Approve the 2020/21 Intermediate Unit 08 general fund operating budget in the amount of $172,999.99. The local district share is $3,328.30.

- Approve Mr. Beatty to attend the 2020 Pennsylvania Association of Rural and Secondary Schools (PARSS) Conference April 29-May 1, 2020 at the Wyndham Garden Hotel in State College PA. Cost of the conference is approximately $700 as covered in the 19/20 budget.

- Approve Dr. Rev. Rick Mearkle as the graduation speaker for 2020.

- Approve Bedford County Commissioners Survey Initiative for Seniors.

- Approve Softball Boosters to purchase and install a backstop and fencing for the Junior High Softball field.

- Approve James Over and 4 students to attend FFA State Legislative Leadership Conference to be held at the Harrisburg/Hershey Sheraton March 16-17, 2020. Cost to the district is transportation, advisor lodging and substitute as budgeted.

- Approve Jeff Batzel to attend Pennsylvania State Athletic Director Association Conference to be held in Hershey, PA on March 24 – 27, 2020 at a cost of approximately $400 as budgeted.

17. Mr. Mickle moved, seconded by Mr. Cottle, to approve to settle agreement in student matter 2-2019-2020. All members present voted "yes".
18. Mr. Eshelman moved, seconded by Mr. Mickle, to approve the bid for Elementary HVAC Rooftop Units to Mervac Plumbing and Heating in the amount of $92,800. See attached for bid results. All members present voted "yes".
19. Mr. Cronrath moved, seconded by Mr. Miller, approve the purchase of a used scissor lift in the amount of $12,000 for district wide use by the maintenance staff. All members present voted "yes".
1. Mr. Mickle moved, seconded by Mr. Potchak to approve the following reports and invoices with all members present voting "yes".

   Administrative Reports
   Federal Programs
   Athletic Report
   Financial Reports and Budgetary Transfers
   Approve payment of invoices

2. Mr. Potchak moved, seconded by Mr. Micklee to adjourn the meeting at 6:35 pm.

_____
Teri L. Biddle, Business Manager/Board Secretary

_____
Tammy Reasy, Board Treasurer

Northern Bedford County School District 2020-21 School Calendar

24 - Teacher In-Service
25 - Teacher In-Service
26 - First Student Day

Note: 5 Student Days
6 Teacher Days

AUGUST 2020

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

1 - No School (New Year's Day)
18 - No School (MLK Day)
(Teacher In-Service)

Note: 20 Student Days
20 Teacher Days

JANUARY 2021

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

7 - No School (Labor Day)

Note: 21 Student Days
21 Teacher Days

SEPTEMBER 2020

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

12 - No School (Make-Up Day #2)
15 - No School (President's Day)
(Make-Up Day #4)

Note: 18 Student Days
18 Teaher Days

FEBRUARY 2021

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

9 - Teacher In-Service
12 - No School (Columbus Day)

Note: 21 Student Days
21 Teacher Days

OCTOBER 2020

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

18 - No School (Make-Up Day #3)
19 - No School (Make-Up Day #5)

Note: 21 Student Days
21 Teacher Days

MARCH 2021

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

11 - No School (Veteran's Day)
24 - Two Hour Early Dismissal
(PM Conferences)
25 - No School (AM Conferences)
26, 27 - No School (Thanksgiving)
30 - No School (Buck Season)
Note: 16 Student Days
17 Teacher Days

NOVEMBER 2020

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

2 - No School (Good Friday)
5 - No School (Easter Monday)
6 - No School (Make-Up Day #6)
30 - Two-Hour Early Dismissal

Note: 19 Student Days
19 Teacher Days

APRIL 2021

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

1 - No School (Deer Season)
(Make-Up Day #1)
23 - Two-Hour Early Dismissal
24-31 Christmas Break

Note: 16 Student Days
16 Teacher Days

DECEMBER 2020

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

10 - Two-Hour Early Dismissal
19 - Two-Hour Early Dismissal
31 - No School (Memorial Day)
3 - Last Day for Students
(Two-Hour Early Dismissal)
4 - Teacher In-Service Day
Note: 23 Student Days
24 Teacher Days

MAY 2021

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Schedule for Make-Up Days
December 1, 2020
February 12, 2021
March 18, 2021
February 15, 2021
March 19, 2021
April 6, 2021
** Additional days will be made up at the end of the school year.*

Teacher In-Service - ACT 80
Teacher In-Service - ACT 48
No School-Possible Make-Up Day
First & Last Student Day
Holiday
Parent/Teacher Conferences
Two Hour Early Dismissal

Northern Bedford County School District
2020/2021 School Calendar (Preliminary)

Month	Day	Description	Student Days	Faculty Days
August	24 25 26	In-Service Day for Teachers (Act 48) In-Service Day for Teachers (Act 80) First Day for Students	5	6
September	7	No School (Labor Day)	21	21
October	9 12	No School (In-Service Day for Teachers) (Act 80) No School (Columbus Day)	21	21
November	11 24 25 26,27 30	No School (Veteran's Day) Two Hour Early Dismissal (PM-Parent/Teacher Conferences) No School (AM-Parent/Teacher Conferences) No School (Thanksgiving) No School (Buck Season)	16	17
December	1 23 23-31	No School (Deer Season) (Make-Up Day #1) Two-Hour Early Dismissal No School (Christmas Eve/Christmas)	16	16
January	1 18	No School (New Year's Day) No School (MLK Day); Teacher In-Service Day (Act 80)	20	20
February	12 15	No School (Make-Up Day #2) No School (President's Day) (Make-Up Day #4)	18	18
March	18 19	No School (Make-Up Day #3) No School (Make-Up Day #5)	21	21
April	2 5 6 30	No School (Good Friday) No School (Easter Monday) No School (Make-Up Day #6) Two-Hour Early Dismissal (NBCAA Invitational Track Meet)	19	19
May	10 19	Two-Hour Early Dismissal (ICC Track Meet) Two-Hour Early Dimissal (District Track Meet)	20	20
June	3 4	Last Day for Students (Two-Hour Early Dismissal) Graduation In-Service Day for Teachers (Act 48)	3	4
Total Days			180	183

RESOLUTION CALLING FOR CHARTER SCHOOL FUNDING REFORM

BY THE BOARD OF DIRECTORS OF THE
NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

WHEREAS, the average Pennsylvania school district spends millions of dollars in taxpayer money annually in mandatory payments to brick-and-mortar and cyber charter schools; and these payments are calculated in a manner which requires districts to send more money to charter schools than is needed to operate their programs and places a significant financial burden on districts' resources and taxpayers; and

WHEREAS, the current charter school funding formula was established in 1997 under the state's Charter School Law and has not been changed in the 23 years since it was first created; and the formula for regular education programs is unfair because it is based on a school district's expenditures and not what it actually costs to educate a child in the charter school; and

WHEREAS, the calculation for charter special education tuition is unfair because it is also based on the special education expenditures of the school district rather than the charter school; and although the General Assembly revised the special education funding formula in 2014 to more accurately target special education resources for students identified with high, medium and low needs, this formula was applied only to school districts and not to charter schools; and

WHEREAS, because the tuition rate calculations are based on the school district's expenses, they create wide discrepancies in the amount of tuition paid by different districts for the same charter school education and result in drastic overpayments to charter schools; and these discrepancies in tuition rates for regular education students can vary by almost $13,000 per student and by $39,000 for special education students; and

WHEREAS, the latest data from the PA Department of Education (PDE) shows that in 2017-18, total charter school tuition payments (cyber and brick-and-mortar) were more than $1.8 billion, with $519 million of that total paid by districts for tuition to cyber charter schools; and

WHEREAS, further analysis of PDE data shows that in 2014-15, school districts paid charter schools more than $100 million for special education services in excess of what charter schools reported spending on special education; and

WHEREAS, the costs of charter schools for school districts continue to grow significantly each year; and on a statewide basis are the most identified source of pressure on school district budgets; and

WHEREAS, the need for significant charter school funding reform is urgent; and school districts are struggling to keep up with growing charter costs and are forced to raise taxes and cut staffing, programs and services for their own students in order to pay millions of dollars to charter schools.

NOW, THEREFORE BE IT RESOLVED that the Northern Bedford County School Board calls upon the General Assembly to meaningfully revise the existing flawed charter school funding systems for regular and special education to ensure that school districts and taxpayers are no longer overpaying these schools or reimbursing for costs the charter schools do not incur. We, along with the Pennsylvania School Boards Association, are advocating for substantial change.

Adopted this 10th day of March, 2020.

Signed,

_____ _____

School Board President Board Secretary

Rooftop Condenser Unit Bid Results

Bid for Rooftop Condenser Unit at Elementary School

Vendor	Cost
Mervac Plumbing and Heating 135 Fifth Street Suite 2 Windber PA 15963	$92,800
Marc Service Inc. 135 5th Street Ste 3 Windber PA 15963-1112	$98,755

NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS



Administrative Reports

Superintendent Administrative Report	Todd Beatty Superintendent
Elementary School Report	Trevor Replogle Elementary Principal
Middle School Report	Wayne Sherlock Middle School Principal
High School Report	Michael O'Dellick High School Principal
Athletics Report	Michael O'Dellick High School Principal

SUPERINTENDENT

WELLNESS COMMITTEE

The Wellness Committee the requirements of an annual meeting. The committee reported there was no school wellness issues. The cafeteria food, food service, and the following of established nutrition guidelines are satisfactory. There also was agreement on the level of physical activity provided was appropriate and no recommendations to modify the policy. Results of the meeting will be posted on the district website. There was follow up after the meeting to address lack of awareness with regards to the Wellness Policy and/or seriousness of food allergies among the student population. The information circulated in FEB 2020 had a list of resources for non-food rewards. Three are to be considered by the committee:

- Non-Food Rewards at School for Children with Food Allergies flyer (Asthma and Allergy Foundation of America)
- Constructive Classroom Rewards fact sheet (Center for Science in the Public Interest)
- Healthy Non-food Rewards tip sheet (Action for Healthy Kids)

SCHOOL NURSE EXCELLENCE AWARD FOR SOUTH CENTRAL REGION

It is great that our programs and individuals are recognized beyond NBC. Starla Snyder, school nurse, will be officially recognized at the end of the month for being the recipient of the School Nurse Excellence Award for the South Central Region of Pennsylvania for 2020. I really enjoyed reading her responses to the recognition in the *Gazette*.

CAREER AND TECHNICAL EDUCATION EXCELLENCE AWARD

Our CTE program was selected as one of eight programs to receive the Career and Technical Education Excellence Award. To qualify, 75 percent of students must score advanced on an end-of-program technical assessment. Mr. Frederick, Mr. O'Dellick, and Mr. Beatty received the award on behalf of NBC.

"Keep away from people who try to belittle your ambitions. Small people always do that, but the really great make you feel that you, too, can become great." ~ Mark Twain

ELEMENTARY

Read Across America

On March 2, High School students visited the elementary school classrooms to read books to the students in celebration of Read Across America Day. This activity is enjoyed by all of the elementary school students and helps to create a positive connection between our elementary and secondary buildings.

2020-21 Pre-Kindergarten and Kindergarten registration

New student registration for Kindergarten is scheduled for March 12. Registration for our Pre-Kindergarten classes is scheduled for March 10-11. I will be able to report on our preliminary numbers at the April meeting.

Ag Literacy Week

Naomi Sollenberger, representing the PA Farm Bureau, will be presenting a lesson to our first grade students on March 16. Ms. Sollenberger is a former NBC teacher and will be reading the students a story and sharing an activity with them in recognition of Ag Literacy Week. The book will then be donated to the teachers for their classroom libraries and the teachers will be given additional lessons to enhance the students' learning. PA Ag Literacy Week focuses on connecting volunteers from the agricultural community to local classrooms to increase student knowledge about agriculture.

Severe Weather Drill

The elementary school students will participate in a severe weather drill on March 23 in lieu of the monthly fire drill. Students and staff will follow the procedures of their Emergency Response Procedures Guide for a tornado warning. The students and staff do a great job taking this and all of our emergency drills seriously throughout the school year.

Bus Evacuation Drill

We have our spring bus evacuation drill planned for March 24 at 3:00 PM. Bus drivers will review the safety procedures for their individual buses with their students. We are required to have a drill in the fall and spring of each school year.

Reading Competition

Students in grades 5 and 6 are preparing for the county-wide Reading Competition that will take place on March 26 at Bedford Middle School. Mrs. Pam Brown, elementary librarian, is the elementary Reading Competition advisor. Students from Northern Bedford will compete against students from Bedford, Everett, Chestnut Ridge, Hyndman, Tussey Mountain, and Claysburg.

MIDDLE SCHOOL

Middle School Dance

On Saturday, February 29 over half the middle school student body attended a semi-formal dance in the cafeteria initiated by PRIDE members Addison Love and Aaliyah Pepple. This well attended dance allowed the students to dress up while making memories with their friends and was enjoyed by all who attended. Faculty PRIDE advisors, Mrs. Crawford, Mrs. Over, and Mr. Miller were instrumental in making the night a success. Mrs. Laird, Mrs. Musselman, and Mr. Ewart also helped chaperone the dance. With the positive feedback and student participation, this will become an annual event.

Reading Competition

The middle school students are working hard to prepare for the annual Bedford County Reading Competition scheduled on Thursday, March 26 at Bedford Middle School. This annual event features approximately 400 students in grades 5, 6, 7, and 8 from each district in the county. Mrs. Musselman is coaching the seventh and eighth grade students and Mrs. Brown coaches the sixth graders. We would like to wish this year's squads best of luck.

Dance-a-Thon

Mr. Black is organizing the 11th annual NBC Dance-a-Thon starting at 9:00 PM April 9 and concluding at 7:00 AM April 10. The Dance-a-Thon has raised over $275,000 the last ten years. Once again this year the money will be going to the American Cancer Society and to area families who have children with medical needs. An Adult Easter Egg Hunt is scheduled for March 25 at Panther Community Stadium. Information and registration materials were distributed to students on today. There is also a kickoff assembly/pep rally the afternoon of April 9. Mrs. England is very involved with the organization of the Easter Egg Hunt and the Dance-a-Thon would not be possible without the many middle school and high school faculty members who volunteer their time to assist with this undertaking.

Anyone interested in making a donation can contact the school.

Upcoming Events

March 12	PRIDE Reward Movie
	CEW 7 Walk a Thon - PCS
March 13	No School
March 20	End of Marking Period 3
March 20	Activity Period 9
March 26	Bedford County Reading Competition
March 31	Activity Period 6
April 3	Bedford County Quiz Bowl
April 9	Dance-a-Thon
April 10	No School – Good Friday
April 13	No School – Easter Monday – Make-Up Day #6

April 14 No School – Make-Up Day #3

HIGH SCHOOL

Positive Behavior Intervention and Supports (PBIS)

On Friday, February 28 an educational consultant/evaluator from the IU8 was on site to conduct a formal evaluation of our PBIS program in the MS and HS. The evaluation consisted of a review of the following: our PBIS documentation, attendance data, discipline data, and interviews of students and staff. We received a distinguished final rating of 100 out of a possible 100 points. As a result of our exemplary evaluation, the MS and HS will be formally recognized at the annual PAPBS Implementers' Forum in Hershey, PA for a second consecutive year. PBIS is a researched based program that has been implemented by over 25,000 schools across the nation. Currently, the MS and HS are in the third year of implementation. On Monday, March 23, we will be participating in Tier 2 PBIS training at the IU. Below are a few of the results from our most recent self-assessment survey:

	Expectations Defined	Expectations Taught	Reward System	Violations System	Monitoring	Management	District Support	Implementation Average
6/2/2018	98%	93%	78%	76%	86%	70%	70%	79%
5/24/2019	99%	96%	88%	88%	85%	82%	79%	87%
2/28/2020	100%	99%	90%	89%	95%	85%	93%	91%

Career and Technical Education (CTE)

On Thursday, February 13, Mr. Frederick, Mr. Beatty and Mr. O'Dellick accepted the CTE Excellence Award at the Hershey Lodge and Convention Center on behalf of our CTE teachers and students. To qualify for a CTE Excellence Award, 75 percent of students at a school must score advanced on an end-of-program technical assessment (NOCTI exam). Advanced level achievement scores reflect the student's ability to comprehend technical skills and the ability required to successfully perform the duties of an entry level job in a safe and effective manner. Northern Bedford was one of eight schools in the state this year to attain this educational milestone and to receive this distinguished recognition. Congratulations to the students and staff of our CTE programs here at NBC!

Jostens 2019 National Yearbook Program of Excellence

HS yearbook advisor, Mrs. Pratt, received Jostens' 2019 National Yearbook Program of Excellence Award! Jostens' National Yearbook Program of Excellence Awards are presented twice a year, in spring and in fall for yearbooks delivered during the school year. The Award was presented to our yearbook program for achieving the defined criteria in each of three following categories: creating an inclusive yearbook, generating school engagement, and successfully managing the yearbook creation process. "Jostens is proud to recognize those individuals who have acted as wonderful stewards by creating an exceptional yearbook for their school and community," said Tammy Whitaker, Jostens VP and COO Yearbook Division.

HIGH SCHOOL (cont'd)

"Yearbooks are a critical part of telling a school's story, and Jostens is dedicated to supporting yearbook staff members with state-of-the-art tools and resources that help celebrate moments that matter."

Jostens 2019 National Yearbook Program of Excellence (cont'd)

NBCHS' yearbook program will receive a gem-studded recognition pin and a banner to display in school, so the entire school community will be aware of the outstanding achievement. Congratulations to Mrs. Pratt and her yearbook students for this outstanding accomplishment!

Guidance Update

Junior class mock interviews were held on Wednesday, February 12. Throughout the day and especially as the interviewers left, every one of them complimented our school for having such pleasant, hardworking, amazing kids! The experience gave students more confidence during an interview session and helped prepare them for any future job interviews they may have.

On Monday, March 9, from 6:00PM to 7:00PM, an 8th grade parent meeting, "Going Places", was held in the auditorium. The purpose of the meeting was to ease the social and academic transition of 8th grade students moving into the high school.

Students in grades eight through eleven are selecting courses for next school year. Mrs. Crawford and Mrs. Swanseen will work with students to ensure all course requirements are met and the course selections meet the student's career needs. The guidance department provided an overview of the program selection guide and scheduling process. The parents of grade nine students were asked to confirm the student selections and were given the opportunity to schedule a parent conference with their student's school counselor. Additionally, students in grades nine were given the opportunity to tour the CTE programs with each instructor for thirty minutes to gain a better understanding of the programs available.

An early to college parent meeting is planned for April 15 from 6:30 to 7:30 in the auditorium. During this time the school counselors will review the early to college program information with parents for future planning purposes. Currently our students are able to earn college credits in high school from Allegany College of Maryland, Mount Aloysius College, and Saint Francis University. We are currently exploring options to expand our dual enrollment options with Penn Highlands Community College.

National Honor Society (NHS)

Read Across America was celebrated on Monday, March 2. Several NHS students read to students at the elementary school. This is a great yearly event for our HS students to participate in and act as role models for our younger elementary students.

HIGH SCHOOL (cont'd)

FFA Puerto Rico Project

The Northern Bedford FFA collected items for Puerto Rico FFA from January 27th to February 7th. Personal care items were collected to help with the relief project after the earthquakes that destroyed the island. The students collected a total of 767 items with an original
goal of 500. Fifteen students attended ACES in Harrisburg where the collected items were taken. The Pennsylvania FFA gathered all donated items and shipped them to Puerto Rico.

Future Business Leaders of America (FBLA)

FBLA students, Veronica Griffith, McKayla Hall and Sarah Heck, developed curriculum and lesson plans aligned to the Pennsylvania Department of Education's Career and Education Workforce (CEW) standards as part of their competitive FBLA state project – The American Enterprise Project. The students spent a great deal of time planning and preparing four lessons as listed below. Over the course of four weeks in February, several FBLA students had an opportunity to travel to the elementary school to deliver the lessons to our 5th grade students as part of the district's career education portfolio requirements. This project was a tremendous benefit to both our HS and ES students.

- Lesson 1: Careers and Career Choices. Students completed career interest inventories.
- Lesson 2: How to get a job. Finding jobs, filling out an application, and completing a resume.
- Lesson 3: Job Interviews and Career Retention/Advancement. Students will answer mock interview questions and will learn about traits (positive and negative) that transfer from school and home to the work place.
- Lesson 4: Entrepreneurship. What does an entrepreneur look like? What kind of characteristics do they have?

HIGH SCHOOL (cont'd)

UPCOMING EVENTS

Mar. 9	BCTC Tour (Interested grade 9 students)
Mar. 13	NO SCHOOL – Make-up Day #5
Mar. 15 – 17	FFA State Leadership Conference
Mar. 20	End of Marking Period 3
	Class of 2021 Sr. Project Proposals Due
Mar. 24	SADD Conference (8:05am – 2:45pm)
Mar. 26 – 28	Region Band
Apr. 2	Blood Drive Sponsored by Student Council
Apr. 3	Scholastic Scrimmage (8:00am – 3:00pm)
Apr. 5 – 8	FBLA State Leadership Conference
Apr. 7	Student PBIS Team Meeting
	Faculty Meeting (129)
Apr. 8	Faculty PBIS Meeting
Apr. 9	Activity Period – periods 2 & 3
	Dance-a-Thon Assembly (pm)
	Dance-a-Thon

ATHLETIC REPORT

Final Team Records for Winter Sports

Boys' Varsity Basketball		9-14
Boys' JH Basketball	22-0	
Girls' Varsity Basketball		4-18
Girls' JH Basketball	10-8	
Varsity Wrestling	10-5	
JH Wrestling	17-1	

District/Regional/State Tournaments

On February 7th & 8th the JH wrestlers competed in the 19 team Mt. Conference Tournament held at Richland HS. The team placed 4th with 10 of our JH wrestlers individually placing in the top 8.

The District 5 wrestling tournament was held at Richland HS on Saturday, February 15th. Place winners were:

Colby Imler (170)	1st Place
Reyan Imler (106)	3rd Place
Derek Beach (285)	3rd Place
Ian Sherlock (138)	3rd Place

The above place winners earned a trip to the regional tournament which was held on Friday and Saturday February 22nd and 23rd at IUP. Seniors Colby Imler (4th place) and Ian Sherlock (5th place) earned the trip to the PIAA State Championships in Hershey on March 5th & 6th.

Spring Sport Practices

Spring sports practices began Monday, March 2nd, 2020 for the baseball, softball, and track and field teams.

Athletic Notables

The JH boys' basketball team claimed the ICC Championship with a win over Juniata Valley on February 15th.

One March 1, seventh grader, Aaron Bowers earned a 4th place medal at the PIAA JH State Wrestling at the 1st Summit Arena in Johnstown. Also on March 1, senior, Colby Imler was recognized as a National Football Foundation Scholar Athlete at the Penn Stater in State College.

ATHLETIC REPORT (cont'd)

Athletic Director Jeff Batzel is to be honored at the State Directors Awards Banquet on March 26th at the Hershey Lodge as the recipient of the Pennsylvania Distinguished Service in Athletics Award for 2020.

On June 12, seniors, Colby Imler (linebacker), Steven Kline (defensive end), and Kyler States (wide receiver) will be participating in the 50th annual Ken Lantzy All-Star football game at Johnstown HS. Coach Black is also helping as an assistant coach this year. In January, junior Dalton Smith and senior Kyler States were named to the 2019 Southern Alleghenies Football Coaches Association MVP's for Offense and Defense.

Cash Balances

Fiscal Year: 2019-2020

Date Range: 07/01/2019 - 02/29/2020

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
10.0101.000.000.00.00.00.000	GENERAL FUND CASH	4,782,934.16	10,580,984.10	10,578,088.71	4,785,829.55
10.0111.000.000.00.00.00.000	PLGIT - GENERAL FUND	4,600.02	1,000,000.00	0.00	1,004,600.02
10.0113.000.000.00.00.00.000	PSERS STABILIZATION FUND	1,933,334.43	0.00	0.00	1,933,334.43
31.0107.000.000.00.00.00.000	PLGIT - CAPITAL RESERVE	1,350,038.74	0.00	249,144.11	1,100,894.63
51.0102.000.000.00.00.00.000	FOOD SERVICE CASH	25,815.78	165,509.52	121,742.60	69,582.70
81.0106.000.000.00.00.00.000	ACTIVITY FUND CASH	58,355.78	114,592.32	111,194.38	61,753.72
81.0111.000.000.00.00.00.000	ACTIVITY FUND - CD -PSDLAF	75,268.06	648.22	0.00	75,916.28
		8,230,346.97	11,861,734.16	11,060,169.80	9,031,911.33

End of Report

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 02/12/2020 To Date: 03/10/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
AFS ENERGY SYSTEMS					
	61038	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$635.10
AGORA CYBER CHARTER SCHOOL					
	61039	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$967.90
APPALACHIA INTERMEDIATE UNIT 08					
	61040	GENERAL FUND	INSTRU'L/CURRICLM DEVELOP SER	DUES AND FEES	$175.00
	61040	GENERAL FUND	OTHER SUPPORT	PROFESSNL/ED - IU	$4,283.72
			Total for APPALACHIA INTERMEDIATE UNIT 08		$4,458.72
APPALACHIAN HARDWOOD LUMBER COMPANY					
	61041	GENERAL FUND	BUILDING CONTRUCTION OCC	SUPPLIES	$1,873.80
BCREF					
	61042	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$135.00
BEDFORD COUNTY CONSERVATION DISTRICT					
	61043	GENERAL FUND	INSTRUCTIONAL PROGRAMS	DUES AND FEES	$70.00
	61043	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$105.00
			Total for BEDFORD COUNTY CONSERVATION DISTRICT		$175.00
BEDFORD GAZETTE					
	61044	GENERAL FUND	BOARD SERVICES	ADVERTISING	$1,056.79
BEDFORD SOMERSET HEALTH CONSORTIUM					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB HEALTH PREMIUMS	$4,335.02
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	MEDICAL INSURANCE	$119,944.14
			Total for BEDFORD SOMERSET HEALTH CONSORTIUM		$124,279.16
BETTWY SYSTEMS INC.					
	61045	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPORT OF LEA'S TECH PLAN	$600.00
BUCKEYE HARDWARE					
	61046	GENERAL FUND	BUILDING CONTRUCTION OCC	SUPPLIES	$138.95
CAMCO PHYSICAL AND OCCUPATIONAL THERAPY					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 02/12/2020 To Date: 03/10/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	61048	GENERAL FUND	OTHER SUPPORT	PROFESSIONAL ED SERVICES-OTHER	$3,440.89
CARBAUGH BUS LLC					
	0	GENERAL FUND	ATHLETICS	STUD TRANS SERV OTHR SOURCES	$576.80
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$160.20
	0	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$222.00
	0	GENERAL FUND	NONPUBLIC TRANSPORTATION	CONTRACTED CARRIERS	$3,778.50
	0	GENERAL FUND	STUDENT ACTIVITIES	STUD TRANS SERV OTHR SOURCES	$323.75
	0	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$28,448.79
			Total for CARBAUGH BUS LLC		$33,510.04
CAROLINA BIOLOGICAL SUPPLY COMPANY					
	61049	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$47.52
CENTURYLINK					
	61020	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$972.97
CLEARFIELD WHOLESALE PAPER CO					
	61050	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$176.97
CLOUSE, BRIANNA D					
	0	GENERAL FUND	INST PROF DEV SVS-CERT STAFF	TUITION REIMBURSEMENT	$1,200.00
CM REGENT, LLC					
	61051	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	INCOME PROTECTION INSURANCE	$736.17
COLLEGE ENTRANCE EXAM BOARD					
	61052	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$1,105.00
CROWN BENEFITS ADMINISTRATION					
	61053	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB VISION/DENTAL PREMIUMS	$72.00
	61053	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	EYE CARE INSURANCE	$1,351.76
			Total for CROWN BENEFITS ADMINISTRATION		$1,423.76
D & D WOOD SALES INC					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 02/12/2020 To Date: 03/10/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	61054	GENERAL FUND	OPERATION OF BUILDING SERVICE	OTHER FUELS	$8,733.40
DELTA DENTAL OF PA					
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	DENTAL INSURANCE	$7,900.00
DIEHL, MIKE					
	61021	GENERAL FUND	ATHLETICS	OFFICIALS	$690.00
DISTRICT 6 PMEA					
	61055	GENERAL FUND	INSTRUCTIONAL PROGRAMS	DUES AND FEES	$60.00
DR. ROBERT KETTERER CHARTER SCHOOL INC					
	61056	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$4,847.74
FANELLI WILLETT LAW OFFICES					
	61057	GENERAL FUND	LEGAL SERVICES	OTHER PROFESSIONAL SERVICES	$1,188.00
	61057	GENERAL FUND	STAFF RELATNS&NEGOTIATNS SERV	OTHER PROFESSIONAL SERVICES	$313.50
			Total for FANELLI WILLETT LAW OFFICES		$1,501.50
FORD, MAKENZIE					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$3,360.00
FORT PIPER PRINTS					
	61058	GENERAL FUND	SCHOOL LIBRARY SERVICES	SUPPLIES	$72.00
FP MAILING SOLUTIONS					
	61059	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	RENTAL EQUIPT	$132.00
FREE, JASON					
	61022	GENERAL FUND	ATHLETICS	OFFICIALS	$20.00
GONSMAN CHERYL J					
	61023	GENERAL FUND	ATHLETICS	OFFICIALS	$35.00
GRAINGER					
	61060	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$270.52
HALL, MATTHEW					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 02/12/2020 To Date: 03/10/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	61024	GENERAL FUND	ATHLETICS	OFFICIALS	$174.00
HIGHMARK EDI					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	HSA AND HRA CONTRIBUTIONS	$583.03
HOSTETLER, SHAWN D					
	0	GENERAL FUND	SYSTEM-WIDE TECHNOLOGY SERVICE	TRAVEL/EXPENSES	$158.95
J.C.EHRLICH CO., INC					
	61061	GENERAL FUND	OPERATION OF BUILDING SERVICE	EXTERMINATION SERVICES	$232.00
JANITORS SUPPLY INC					
	61062	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$451.61
JOSTENS					
	61032	GENERAL FUND	ATHLETICS	SUPPLIES	$298.48
KEYSTONE INVESTIGATION & SPECIALISTS LLC					
	61025	GENERAL FUND	ATHLETICS	SECURITY	$165.75
LEARNING LAMP					
	61063	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$2,408.89
LEIDY TRANSPORTATION LLC					
	0	GENERAL FUND	ATHLETICS	STUD TRANS SERV OTHR SOURCES	$1,674.23
	0	GENERAL FUND	NONPUBLIC TRANSPORTATION	CONTRACTED CARRIERS	$1,701.30
	0	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$43,362.60
				Total for LEIDY TRANSPORTATION LLC	$46,738.13
MAPLE GROVE DISTRIBUTING INC					
	61064	GENERAL FUND	AGRICULTURE/HORTICULTURE	SUPPLIES	$141.76
MARTIN OIL COMPANY					
	61065	GENERAL FUND	VEHICLE OPER/MAINT SERVICES	GASOLINE	$104.24
MATHESON TRI-GAS INC					
	61066	GENERAL FUND	AGRICULTURE/HORTICULTURE	SUPPLIES	$257.18
	61066	GENERAL FUND	AUTO MECHANICS	SUPPLIES	$257.17

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 02/12/2020 To Date: 03/10/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	61066	GENERAL FUND	TRADE AND INDUSTRIAL EDUCATIO	SUPPLIES	$0.00
			Total for MATHESON TRI-GAS INC		$514.35
MCILNAY, CLAY					
	61026	GENERAL FUND	ATHLETICS	OFFICIALS	$120.00
MCKNIGHT, KAREN J					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$2,520.00
MELLOTT, DEBORAH L					
	0	GENERAL FUND	TAX ASSESSMT COLLECTN SERVICE	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$100.00
MERAKEY PENNSYLVANIA					
	61067	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$6,787.74
MICHAEL WIAND					
	61027	GENERAL FUND	ATHLETICS	OFFICIALS	$210.00
MICKLE, CHAD					
	61028	GENERAL FUND	ATHLETICS	OFFICIALS	$430.00
MORRISONS COVE MEMORIAL PARK					
	61068	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$865.00
NBC ACTIVITY FUND					
	61069	GENERAL FUND	INSTRUCTIONAL PROGRAMS	DUES AND FEES	$210.00
NBC FOOD SERVICE					
	61070	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	TRAVEL/EXPENSES	$45.50
NEW ENTERPRISE RURAL ELECTRIC					
	61071	GENERAL FUND	OPERATION OF BUILDING SERVICE	ELECTRICITY	$3,995.10
NULTON DIAGNOSTIC & TREATMENT CENTER					
	61072	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$1,760.00
O'DELLICK, MICHAEL C					
	0	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	TRAVEL/EXPENSES	$157.80
PENNSYLVANIA VIRTUAL CHARTER SCHOOL					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 02/12/2020 To Date: 03/10/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	61073	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$967.89
PICKLO, JULIANN					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TRAVEL/EXPENSES	$23.70
PYRAMID HEALTHCARE INC					
	61074	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$4,500.00
	61074	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$13,140.00
			Total for PYRAMID HEALTHCARE INC		$17,640.00
RICOH USA, INC					
	61036	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$0.00
	61036	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$106.68
	61036	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$18.83
	61036	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$0.00
	61075	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$12.91
	61075	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$811.34
	61075	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$143.17
	61075	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$73.18
			Total for RICOH USA, INC		$1,166.11
SHERLOCK, EMILEE					
	61029	GENERAL FUND	ATHLETICS	OFFICIALS	$133.50
SNIDER, PAIGE					
	61030	GENERAL FUND	ATHLETICS	OFFICIALS	$133.50
SNYDER, CORYN E					
	0	GENERAL FUND	INST PROF DEV SVS-CERT STAFF	TUITION REIMBURSEMENT	$1,047.00
SOUTH WOODBURY TOWNSHIP					
	61076	GENERAL FUND	OPERATION OF BUILDING SERVICE	WATER/SEWAGE	$2,040.00
SPORTSMANS					
	61031	GENERAL FUND	ATHLETICS	SUPPLIES	$2,889.96

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 02/12/2020 To Date: 03/10/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	61033	GENERAL FUND	ATHLETICS	SUPPLIES	$201.39
			Total for SPORTSMANS		$3,091.35
SWOPE, MISTI					
	61015	GENERAL FUND	GF CASH	NON-CATEGORICAL	$28.84
THE PA CYBER CHARTER SCHOOL					
	61077	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$2,903.68
UNITED DATACOM NETWORKS, INC.					
	61078	GENERAL FUND	SYSTEM-WIDE TECHNOLOGY SERVICE	SUPPORT OF LEA'S TECH PLAN	$55.00
VERIZON WIRELESS					
	61079	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$12.50
WEAVER'S SANITATION SVC, INC					
	61080	GENERAL FUND	OPERATION OF BUILDING SERVICE	DISPOSAL SERVICES	$810.00
WELLS FARGO VENDOR					
	61037	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$49.88
	61037	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$847.86
	61037	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$149.64
	61037	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$282.62
			Total for WELLS FARGO VENDOR		$1,330.00
WEX BANK					
	61081	GENERAL FUND	VEHICLE OPER/MAINT SERVICES	GASOLINE	$215.27
			Total for GENERAL FUND		$305,326.57

Fund: 51 FOOD SERVICE

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
C M REGENT LLC					
	61047	FOOD SERVICE	PAYROLL DEDUCT. & WITHHOLDINGS	LIFE INSURANCE	$650.00
			Total for FOOD SERVICE		$650.00

Fund: 81 ACTIVITY FUND

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 02/12/2020 To Date: 03/10/2020

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
AMERICAN CANCER SOCIETY					
	39031	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$304.00
AWARDING IMAGES					
	39037	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$35.00
FOOR, DAN					
	39036	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$2,077.00
FOOSE, ERIC					
	39055	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$60.00
FORT PIPER PRINTS					
	39032	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$462.00
	39038	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$828.00
			Total for FORT PIPER PRINTS		$1,290.00
FRECKLED MOOSE FUNDRAISING					
	39057	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$1,798.00
HOBY					
	39044	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$225.00
JESSEE, JEREMIE					
	39039	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$350.00
	39043	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$200.00
			Total for JESSEE, JEREMIE		$550.00
KEYSTONE INVESTIGATION & SPECIALISTS LLC					
	39045	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$170.00
MORRISONS COVE MEMORIAL PARK					
	39046	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$100.00
	39047	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$175.00
			Total for MORRISONS COVE MEMORIAL PARK		$275.00
NBC ACTIVITY FUND					
	39048	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$922.02

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 02/12/2020 To Date: 03/10/2020

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	39049	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$1,676.06
			Total for NBC ACTIVITY FUND		$2,598.08
NBC FOOD SERVICE					
	39050	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$77.86
NBC GENERAL FUND					
	39040	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$729.44
	39054	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$0.00
	39056	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$222.00
			Total for NBC GENERAL FUND		$951.44
PA FBLA					
	39033	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$315.00
PA FFA ASSOCIATION					
	39041	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$740.00
PMEA DISTRICT 4 TREASURER					
	39034	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$959.00
RITCHEYS DAIRY INCORPORATED					
	39035	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$12.25
	39052	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$164.22
			Total for RITCHEYS DAIRY INCORPORATED		$176.47
SNOWBERGER, KRISTINA					
	39042	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$130.06
THE SNACK BASKET					
	39053	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$50.00
			Total for ACTIVITY FUND		$12,781.91

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 02/12/2020 To Date: 03/10/2020

Grand Total: $318,758.48

Recap for FUND for GENERAL FUND		
10	GENERAL FUND	$305,326.57
51	FOOD SERVICE	$650.00
81	ACTIVITY FUND	$12,781.91

End of Report

General Ledger - FUND 10 - MAJOR OBJECT ONLY

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:2/29/2020

FUND / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
10 - GENERAL FUND						
100 - PERSONAL SERVICES - SALARIES	$6,119,602.95	$3,191,862.34	$3,191,862.34	$2,764,873.28	$162,867.33	2.66%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$4,326,658.62	$2,336,105.01	$1,424,041.25	$1,635,477.17	$1,267,140.20	29.29%
300 - PURCH PROFESS/TECH SERVICES	$581,679.95	$253,868.13	$253,868.13	$971.00	$326,840.82	56.19%
400 - PURCHASED PROPERTY SERVICES	$146,763.00	$77,058.19	$77,058.19	$21,456.81	$48,248.00	32.87%
500 - OTHER PURCHASED SERVICES	$1,475,964.79	$829,730.05	$829,730.05	$8,182.67	$638,052.07	43.23%
600 - SUPPLIES	$717,109.50	$433,934.97	$433,934.97	$111,869.85	$171,304.68	23.89%
700 - PROPERTY	$107,050.01	$7,567.70	$7,567.70	$3,107.90	$96,374.41	90.03%
800 - OTHER OBJECTS	$333,254.75	$145,035.97	$145,035.97	$1,756.00	$186,462.78	55.95%
900 - OTHER FINANCING USES	$552,243.75	$598,000.00	$598,000.00	$0.00	($45,756.25)	-8.29%
10 - GENERAL FUND Total:	$14,360,327.32	$7,873,162.36	$6,961,098.60	$4,547,694.68	$2,851,534.04	19.86%
Grand Total:	$14,360,327.32	$7,873,162.36	$6,961,098.60	$4,547,694.68	$2,851,534.04	19.86%

End of Report

General Ledger - FUND 10 MAJOR FUNCTION MAJOR OBJECT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:2/29/2020

FUND / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
10 - GENERAL FUND						
1000 - INSTRUCTION						
100 - PERSONAL SERVICES - SALARIES	$4,445,777.54	$2,183,949.28	$2,183,949.28	$2,158,562.24	$103,266.02	2.32%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$3,226,450.84	$1,657,437.64	$1,657,437.64	$1,277,849.54	$291,163.66	9.02%
300 - PURCH PROFESS/TECH SERVICES	$413,150.00	$141,660.68	$141,660.68	$200.00	$271,289.32	65.66%
400 - PURCHASED PROPERTY SERVICES	$43,000.00	$30,724.05	$30,724.05	$3,391.44	$8,884.51	20.66%
500 - OTHER PURCHASED SERVICES	$541,790.80	$228,009.05	$228,009.05	$2,615.00	$311,166.75	57.43%
600 - SUPPLIES	$296,173.01	$199,170.41	$199,170.41	$32,613.28	$64,389.32	21.74%
700 - PROPERTY	$53,000.01	$5,479.00	$5,479.00	$0.00	$47,521.01	89.66%
800 - OTHER OBJECTS	$22,171.00	$8,850.30	$8,850.30	$1,756.00	$11,564.70	52.16%
1000 - INSTRUCTION Total:	$9,041,513.20	$4,455,280.41	$4,455,280.41	$3,476,987.50	$1,109,245.29	12.27%
2000 - SUPPORTING SERVICES						
100 - PERSONAL SERVICES - SALARIES	$1,502,129.85	$898,670.42	$898,670.42	$555,236.72	$48,222.71	3.21%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$1,055,545.99	$639,905.44	$639,905.44	$341,906.60	$73,733.95	6.99%
300 - PURCH PROFESS/TECH SERVICES	$100,360.95	$70,115.76	$70,115.76	$16.00	$30,229.19	30.12%
400 - PURCHASED PROPERTY SERVICES	$94,253.00	$45,757.14	$45,757.14	$18,065.37	$30,430.49	32.29%
500 - OTHER PURCHASED SERVICES	$906,523.99	$584,832.23	$584,832.23	$4,976.19	$316,715.57	34.94%
600 - SUPPLIES	$385,986.49	$212,502.31	$212,502.31	$75,469.52	$98,014.66	25.39%
700 - PROPERTY	$12,000.00	$0.00	$0.00	$0.00	$12,000.00	100.00%
800 - OTHER OBJECTS	$29,130.00	$56,905.92	$56,905.92	$0.00	($27,775.92)	-95.35%
2000 - SUPPORTING SERVICES Total:	$4,085,930.27	$2,508,689.22	$2,508,689.22	$995,670.40	$581,570.65	14.23%
3000 - OPERAT NONINSTRUCTNL SERVICES						
100 - PERSONAL SERVICES - SALARIES	$171,695.56	$109,242.64	$109,242.64	$51,074.32	$11,378.60	6.63%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$44,266.81	$43,382.70	$43,382.70	$15,721.03	($14,836.92)	-33.52%
300 - PURCH PROFESS/TECH SERVICES	$68,169.00	$42,091.69	$42,091.69	$755.00	$25,322.31	37.15%
400 - PURCHASED PROPERTY SERVICES	$9,510.00	$577.00	$577.00	$0.00	$8,933.00	93.93%
500 - OTHER PURCHASED SERVICES	$27,650.00	$16,888.77	$16,888.77	$591.48	$10,169.75	36.78%
600 - SUPPLIES	$34,950.00	$22,262.25	$22,262.25	$3,787.05	$8,900.70	25.47%
700 - PROPERTY	$10,050.00	$2,088.70	$2,088.70	$3,107.90	$4,853.40	48.29%
800 - OTHER OBJECTS	$6,785.00	$4,111.00	$4,111.00	$0.00	$2,674.00	39.41%
3000 - OPERAT NONINSTRUCTNL SERVICES Total:	$373,076.37	$240,644.75	$240,644.75	$75,036.78	$57,394.84	15.38%
4000 - FACILTES ACQUIST/CONSTRUC SER						
700 - PROPERTY	$32,000.00	$0.00	$0.00	$0.00	$32,000.00	100.00%
4000 - FACILTES ACQUIST/CONSTRUC SER Total:	$32,000.00	$0.00	$0.00	$0.00	$32,000.00	100.00%
5000 - FINANCING USES						
800 - OTHER OBJECTS	$275,168.75	$75,168.75	$75,168.75	$0.00	$200,000.00	72.68%
900 - OTHER FINANCING USES	$552,243.75	$598,000.00	$598,000.00	$0.00	($45,756.25)	-8.29%

General Ledger - FUND 10 MAJOR FUNCTION MAJOR OBJECT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:2/29/2020

FUND / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
5000 - FINANCING USES Total:	$827,412.50	$673,168.75	$673,168.75	$0.00	$154,243.75	18.64%
6000 - REVENUE FROM LOCAL SOURCES						
000 - NON-CATEGORICAL	($4,238,836.00)	($3,935,313.36)	($3,935,313.36)	$0.00	($303,522.64)	7.16%
6000 - REVENUE FROM LOCAL SOURCES Total:	($4,238,836.00)	($3,935,313.36)	($3,935,313.36)	$0.00	($303,522.64)	7.16%
7000 - REVENUE FROM STATE SOURCES						
000 - NON-CATEGORICAL	($9,343,029.11)	($5,724,598.69)	($5,724,598.69)	$0.00	($3,618,430.42)	38.73%
7000 - REVENUE FROM STATE SOURCES Total:	($9,343,029.11)	($5,724,598.69)	($5,724,598.69)	$0.00	($3,618,430.42)	38.73%
8000 - REVENUE FROM FEDERAL SOURCES						
000 - NON-CATEGORICAL	($344,851.00)	($169,403.29)	($169,403.29)	$0.00	($175,447.71)	50.88%
8000 - REVENUE FROM FEDERAL SOURCES Total:	($344,851.00)	($169,403.29)	($169,403.29)	$0.00	($175,447.71)	50.88%
10 - GENERAL FUND Total:	$433,216.23	($1,951,532.21)	($1,951,532.21)	$4,547,694.68	($2,162,946.24)	-499.28%
Grand Total:	$433,216.23	($1,951,532.21)	($1,951,532.21)	$4,547,694.68	($2,162,946.24)	-499.28%

End of Report

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:2/29/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
00 - NON-INST BLD-DW						
3250 - ATHLETICS						
121 - REGULAR SALARIES	$20,000.00	$13,333.36	$13,333.36	$6,666.64	$0.00	0.00%
131 - REGULAR SALARIES	$35,385.00	$2,010.00	$2,010.00	$31,500.00	$1,875.00	5.30%
211 - MEDICAL INSURANCE	$0.00	$10.16	$10.16	$2,011.80	($2,021.96)	100.00%
212 - DENTAL INSURANCE	$0.00	$0.00	$0.00	$9.76	($9.76)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.10)	($0.10)	$22.88	($22.78)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$4,236.98	$842.64	$842.64	$2,429.93	$964.41	22.76%
230 - RETIREMENT CONTRIBUTIONS	$3,588.45	$615.17	$615.17	$4,570.90	($1,597.62)	-44.52%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$57.67	$57.67	$1,312.00	($1,369.67)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$4.05	$4.05	$92.15	($96.20)	100.00%
260 - WORKMEN'S COMPENSATION	$304.66	$1,262.76	$1,262.76	$0.00	($958.10)	-314.48%
329 - PROFESSIONAL ED SERVICES-OTHER	$41,000.00	$17,333.33	$17,333.33	$0.00	$23,666.67	57.72%
432 - REPAIRS/MAINTENANCE EQUIPMENT	$0.00	$20.00	$20.00	$0.00	($20.00)	100.00%
519 - STUD TRANS SERV OTHR SOURCES	$25,000.00	$1,121.05	$1,121.05	$0.00	$23,878.95	95.52%
610 - SUPPLIES	$9,000.00	$2,927.67	$2,927.67	$0.00	$6,072.33	67.47%
00 - NON-INST BLD-DW Total:	$138,515.09	$39,537.76	$39,537.76	$48,616.06	$50,361.27	36.36%
60 - ALL SPORTS						
3250 - ATHLETICS						
580 - TRAVEL/EXPENSES	$700.00	$0.00	$0.00	$0.00	$700.00	100.00%
610 - SUPPLIES	$4,100.00	$2,992.49	$2,992.49	$0.00	$1,107.51	27.01%
810 - DUES AND FEES	$2,100.00	$895.00	$895.00	$0.00	$1,205.00	57.38%
60 - ALL SPORTS Total:	$6,900.00	$3,887.49	$3,887.49	$0.00	$3,012.51	43.66%
61 - BASEBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$190.00	$0.00	$0.00	$0.00	$190.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$14.54	$0.00	$0.00	$0.00	$14.54	100.00%
230 - RETIREMENT CONTRIBUTIONS	$65.15	$0.00	$0.00	$0.00	$65.15	100.00%
260 - WORKMEN'S COMPENSATION	$1.05	$0.00	$0.00	$0.00	$1.05	100.00%
331 - OFFICIALS	$1,810.00	$35.00	$35.00	$0.00	$1,775.00	98.07%
610 - SUPPLIES	$2,500.00	$1,746.55	$1,746.55	$2,848.05	($2,094.60)	-83.78%
761 - UNIFORMS	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
61 - BASEBALL Total:	$7,080.74	$1,781.55	$1,781.55	$2,848.05	$2,451.14	34.62%
62 - BOYS BASKETBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$11,725.00	$8,382.40	$8,382.40	$0.00	$3,342.60	28.51%
215 - EYE CARE INSURANCE	$0.00	($0.03)	($0.03)	$0.00	$0.03	100.00%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:2/29/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
220 - SOCIAL SECURITY CONTRIBUTIONS	$896.98	$631.68	$631.68	$0.00	$265.30	29.58%
230 - RETIREMENT CONTRIBUTIONS	$1,527.62	$1,606.81	$1,606.81	$0.00	($79.19)	-5.18%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$1,175.54	$1,175.54	$0.00	($1,175.54)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$82.57	$82.57	$0.00	($82.57)	100.00%
260 - WORKMEN'S COMPENSATION	$64.51	$0.00	$0.00	$0.00	$64.51	100.00%
331 - OFFICIALS	$3,805.00	$4,874.00	$4,874.00	$390.00	($1,459.00)	-38.34%
332 - SECURITY	$448.00	$579.36	$579.36	$0.00	($131.36)	-29.32%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$2,624.48	$2,624.48	$0.00	($2,624.48)	100.00%
580 - TRAVEL/EXPENSES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
610 - SUPPLIES	$1,000.00	$596.16	$596.16	$0.00	$403.84	40.38%
810 - DUES AND FEES	$100.00	$75.00	$75.00	$0.00	$25.00	25.00%
62 - BOYS BASKETBALL Total:	$19,667.11	$20,627.97	$20,627.97	$390.00	($1,350.86)	-6.87%
63 - GIRLS BASKETBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$12,655.00	$14,310.00	$14,310.00	$0.00	($1,655.00)	-13.08%
213 - LIFE INSURANCE	$0.00	$3.30	$3.30	$0.00	($3.30)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.03)	($0.03)	$0.00	$0.03	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$968.12	$1,079.14	$1,079.14	$0.00	($111.02)	-11.47%
230 - RETIREMENT CONTRIBUTIONS	$2,786.07	$3,783.91	$3,783.91	$0.00	($997.84)	-35.82%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$1,031.66	$1,031.66	$0.00	($1,031.66)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$72.45	$72.45	$0.00	($72.45)	100.00%
260 - WORKMEN'S COMPENSATION	$69.62	$0.00	$0.00	$0.00	$69.62	100.00%
331 - OFFICIALS	$3,625.00	$3,895.00	$3,895.00	$255.00	($525.00)	-14.48%
332 - SECURITY	$448.00	$374.00	$374.00	$0.00	$74.00	16.52%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$1,400.75	$1,400.75	$0.00	($1,400.75)	100.00%
580 - TRAVEL/EXPENSES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
610 - SUPPLIES	$1,000.00	$759.14	$759.14	$195.00	$45.86	4.59%
810 - DUES AND FEES	$100.00	$100.00	$100.00	$0.00	$0.00	0.00%
63 - GIRLS BASKETBALL Total:	$21,751.81	$26,809.32	$26,809.32	$450.00	($5,507.51)	-25.32%
64 - Undesignated						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$300.00	$0.00	$0.00	$0.00	$300.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$22.95	$0.00	$0.00	$0.00	$22.95	100.00%
230 - RETIREMENT CONTRIBUTIONS	$102.87	$0.00	$0.00	$0.00	$102.87	100.00%
260 - WORKMEN'S COMPENSATION	$1.65	$0.00	$0.00	$0.00	$1.65	100.00%
64 - Undesignated Total:	$427.47	$0.00	$0.00	$0.00	$427.47	100.00%
65 - FOOTBALL CHEERLEADERS						

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:2/29/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$2,580.00	$2,580.00	$2,580.00	$0.00	$0.00	0.00%
212 - DENTAL INSURANCE	$0.00	$5.19	$5.19	$0.00	($5.19)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$197.38	$191.09	$191.09	$0.00	$6.29	3.19%
230 - RETIREMENT CONTRIBUTIONS	$884.69	$884.70	$884.70	$0.00	($0.01)	0.00%
260 - WORKMEN'S COMPENSATION	$14.20	$0.00	$0.00	$0.00	$14.20	100.00%
610 - SUPPLIES	$500.00	$500.00	$500.00	$0.00	$0.00	0.00%
810 - DUES AND FEES	$75.00	$0.00	$0.00	$0.00	$75.00	100.00%
65 - FOOTBALL CHEERLEADERS Total:	$4,251.27	$4,160.98	$4,160.98	$0.00	$90.29	2.12%
66 - WINTER CHEERLEADERS						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$2,130.00	$2,130.00	$2,130.00	$0.00	$0.00	0.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$162.95	$162.90	$162.90	$0.00	$0.05	0.03%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$682.44	$682.44	$0.00	($682.44)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$47.95	$47.95	$0.00	($47.95)	100.00%
260 - WORKMEN'S COMPENSATION	$11.72	$0.00	$0.00	$0.00	$11.72	100.00%
610 - SUPPLIES	$500.00	$348.50	$348.50	$0.00	$151.50	30.30%
810 - DUES AND FEES	$75.00	$0.00	$0.00	$0.00	$75.00	100.00%
66 - WINTER CHEERLEADERS Total:	$2,879.67	$3,371.79	$3,371.79	$0.00	($492.12)	-17.09%
67 - FOOTBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$24,675.00	$23,635.00	$23,635.00	$0.00	$1,040.00	4.21%
212 - DENTAL INSURANCE	$0.00	$4.84	$4.84	$0.00	($4.84)	100.00%
213 - LIFE INSURANCE	$0.00	$0.14	$0.14	$0.00	($0.14)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.08	$0.08	$0.00	($0.08)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.10)	($0.10)	$0.00	$0.10	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$1,887.67	$1,783.06	$1,783.06	$0.00	$104.61	5.54%
230 - RETIREMENT CONTRIBUTIONS	$5,669.86	$4,783.46	$4,783.46	$0.00	$886.40	15.63%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$2,970.88	$2,970.88	$0.00	($2,970.88)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$208.65	$208.65	$0.00	($208.65)	100.00%
260 - WORKMEN'S COMPENSATION	$135.75	$0.00	$0.00	$0.00	$135.75	100.00%
331 - OFFICIALS	$6,760.00	$6,735.00	$6,735.00	$0.00	$25.00	0.37%
332 - SECURITY	$1,260.00	$1,394.00	$1,394.00	$0.00	($134.00)	-10.63%
430 - REPAIRS & MAINTENANCE SERVCS	$5,500.00	$0.00	$0.00	$0.00	$5,500.00	100.00%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$3,053.86	$3,053.86	$0.00	($3,053.86)	100.00%
580 - TRAVEL/EXPENSES	$50.00	$0.00	$0.00	$0.00	$50.00	100.00%
610 - SUPPLIES	$4,200.00	$3,673.82	$3,673.82	$0.00	$526.18	12.53%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:2/29/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
761 - UNIFORMS	$2,350.00	$2,088.70	$2,088.70	$0.00	$261.30	11.12%
810 - DUES AND FEES	$550.00	$550.00	$550.00	$0.00	$0.00	0.00%
67 - FOOTBALL Total:	$53,038.28	$50,881.39	$50,881.39	$0.00	$2,156.89	4.07%
68 - BOYS SOCCER						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$7,650.00	$5,145.00	$5,145.00	$0.00	$2,505.00	32.75%
212 - DENTAL INSURANCE	$0.00	$0.40	$0.40	$0.00	($0.40)	100.00%
213 - LIFE INSURANCE	$0.00	$0.28	$0.28	$0.00	($0.28)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.35	$0.35	$0.00	($0.35)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.01)	($0.01)	$0.00	$0.01	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$585.24	$559.87	$559.87	$0.00	$25.37	4.33%
230 - RETIREMENT CONTRIBUTIONS	$2,132.84	$2,065.97	$2,065.97	$0.00	$66.87	3.14%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$458.20	$458.20	$0.00	($458.20)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$32.20	$32.20	$0.00	($32.20)	100.00%
260 - WORKMEN'S COMPENSATION	$42.09	$0.00	$0.00	$0.00	$42.09	100.00%
331 - OFFICIALS	$735.00	$1,090.00	$1,090.00	$0.00	($355.00)	-48.30%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$1,233.71	$1,233.71	$0.00	($1,233.71)	100.00%
610 - SUPPLIES	$800.00	$456.31	$456.31	$0.00	$343.69	42.96%
68 - BOYS SOCCER Total:	$11,945.17	$11,042.28	$11,042.28	$0.00	$902.89	7.56%
69 - GIRLS SOCCER						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$4,230.00	$4,265.00	$4,265.00	$0.00	($35.00)	-0.83%
212 - DENTAL INSURANCE	$0.00	$1.27	$1.27	$0.00	($1.27)	100.00%
213 - LIFE INSURANCE	$0.00	$0.25	$0.25	$0.00	($0.25)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.31	$0.31	$0.00	($0.31)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.01)	($0.01)	$0.00	$0.01	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$323.60	$312.99	$312.99	$0.00	$10.61	3.28%
230 - RETIREMENT CONTRIBUTIONS	$102.87	$1,426.50	$1,426.50	$0.00	($1,323.63)	-1286.70%
260 - WORKMEN'S COMPENSATION	$23.27	$0.00	$0.00	$0.00	$23.27	100.00%
331 - OFFICIALS	$875.00	$1,670.00	$1,670.00	$0.00	($795.00)	-90.86%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$984.94	$984.94	$0.00	($984.94)	100.00%
610 - SUPPLIES	$600.00	$2,486.86	$2,486.86	$0.00	($1,886.86)	-314.48%
761 - UNIFORMS	$2,800.00	$0.00	$0.00	$0.00	$2,800.00	100.00%
69 - GIRLS SOCCER Total:	$8,954.74	$11,148.11	$11,148.11	$0.00	($2,193.37)	-24.49%
70 - SOFTBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$190.00	$0.00	$0.00	$0.00	$190.00	100.00%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:2/29/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
220 - SOCIAL SECURITY CONTRIBUTIONS	$14.54	$0.00	$0.00	$0.00	$14.54	100.00%
230 - RETIREMENT CONTRIBUTIONS	$65.15	$0.00	$0.00	$0.00	$65.15	100.00%
260 - WORKMEN'S COMPENSATION	$1.05	$0.00	$0.00	$0.00	$1.05	100.00%
331 - OFFICIALS	$2,030.00	$0.00	$0.00	$0.00	$2,030.00	100.00%
610 - SUPPLIES	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
761 - UNIFORMS	$400.00	$0.00	$0.00	$3,107.90	($2,707.90)	-676.98%
70 - SOFTBALL Total:	$5,200.74	$0.00	$0.00	$3,107.90	$2,092.84	40.24%
71 - TRACK						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$3,700.00	$1,250.00	$1,250.00	$0.00	$2,450.00	66.22%
213 - LIFE INSURANCE	$0.00	$1.53	$1.53	$0.00	($1.53)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$1.92	$1.92	$0.00	($1.92)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$283.05	$91.59	$91.59	$0.00	$191.46	67.64%
230 - RETIREMENT CONTRIBUTIONS	$1,268.73	$428.65	$428.65	$0.00	$840.08	66.21%
260 - WORKMEN'S COMPENSATION	$20.35	$0.00	$0.00	$0.00	$20.35	100.00%
331 - OFFICIALS	$1,855.00	$0.00	$0.00	$0.00	$1,855.00	100.00%
610 - SUPPLIES	$3,000.00	$2,950.00	$2,950.00	$0.00	$50.00	1.67%
761 - UNIFORMS	$2,000.00	$0.00	$0.00	$0.00	$2,000.00	100.00%
810 - DUES AND FEES	$1,200.00	$260.00	$260.00	$0.00	$940.00	78.33%
71 - TRACK Total:	$13,327.13	$4,983.69	$4,983.69	$0.00	$8,343.44	62.60%
72 - VOLLEYBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$7,313.00	$7,159.00	$7,159.00	$0.00	$154.00	2.11%
212 - DENTAL INSURANCE	$0.00	$3.24	$3.24	$0.00	($3.24)	100.00%
213 - LIFE INSURANCE	$0.00	$1.71	$1.71	$0.00	($1.71)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$1.74	$1.74	$0.00	($1.74)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.13)	($0.13)	$0.00	$0.13	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$559.45	$541.51	$541.51	$0.00	$17.94	3.21%
230 - RETIREMENT CONTRIBUTIONS	$1,304.05	$802.04	$802.04	$0.00	$502.01	38.50%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$1,544.30	$1,544.30	$0.00	($1,544.30)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$108.50	$108.50	$0.00	($108.50)	100.00%
260 - WORKMEN'S COMPENSATION	$40.23	$0.00	$0.00	$0.00	$40.23	100.00%
331 - OFFICIALS	$2,230.00	$2,490.00	$2,490.00	$0.00	($260.00)	-11.66%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$1,746.85	$1,746.85	$0.00	($1,746.85)	100.00%
610 - SUPPLIES	$500.00	$552.54	$552.54	$0.00	($52.54)	-10.51%
810 - DUES AND FEES	$285.00	$305.00	$305.00	$0.00	($20.00)	-7.02%
72 - VOLLEYBALL Total:	$12,231.73	$15,256.30	$15,256.30	$0.00	($3,024.57)	-24.73%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:2/29/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
73 - WRESTLING						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$12,647.00	$12,135.00	$12,135.00	$0.00	$512.00	4.05%
211 - MEDICAL INSURANCE	$0.00	($0.17)	($0.17)	$0.00	$0.17	100.00%
212 - DENTAL INSURANCE	$0.00	($1.39)	($1.39)	$0.00	$1.39	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.02)	($0.02)	$0.00	$0.02	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$967.51	$924.44	$924.44	$0.00	$43.07	4.45%
230 - RETIREMENT CONTRIBUTIONS	$1,662.03	$1,486.50	$1,486.50	$0.00	$175.53	10.56%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$2,499.13	$2,499.13	$0.00	($2,499.13)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$175.49	$175.49	$0.00	($175.49)	100.00%
260 - WORKMEN'S COMPENSATION	$69.57	$0.00	$0.00	$0.00	$69.57	100.00%
331 - OFFICIALS	$840.00	$1,282.00	$1,282.00	$110.00	($552.00)	-65.71%
332 - SECURITY	$448.00	$340.00	$340.00	$0.00	$108.00	24.11%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$1,183.40	$1,183.40	$0.00	($1,183.40)	100.00%
580 - TRAVEL/EXPENSES	$1,700.00	$150.00	$150.00	$591.48	$958.52	56.38%
610 - SUPPLIES	$500.00	$478.89	$478.89	$0.00	$21.11	4.22%
810 - DUES AND FEES	$2,300.00	$1,926.00	$1,926.00	$0.00	$374.00	16.26%
73 - WRESTLING Total:	$21,134.11	$22,579.27	$22,579.27	$701.48	($2,146.64)	-10.16%
Grand Total:	$327,305.06	$216,067.90	$216,067.90	$56,113.49	$55,123.67	16.84%

End of Report

General Ledger - FUND 31 - CAPITAL RESERVE BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:2/29/2020

SUBJECT / FUNCTION / OBJECT	Range To Date	Year To Date
00 - NON CLASS SUBJT		
0107 - PLGIT - CAPITAL RESERVE		
000 - NON-CATEGORICAL	($249,144.11)	$1,100,894.63
0770 - UNRESERVED FUND BALANCE		
000 - NON-CATEGORICAL	$0.00	($727,868.75)
0850 - UNASSIGNED FUND BALANCE		
000 - NON-CATEGORICAL	$0.00	($622,169.99)
4200 - SITE IMPROVEMENT SERVICES		
710 - LAND AND IMPROVEMENTS	$249,144.11	$249,144.11
00 - NON CLASS SUBJT Total:	$0.00	$0.00
Grand Total:	$0.00	$0.00

End of Report

Student Activities Summary Report

Fiscal Year: 2019-2020

From: 7/1/2019 To: 2/29/2020

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
000 NON-CLASS BYJOB	133,355.78	79.80	(133,355.78)	79.80	.00	79.80
000 NON-CLASS BYJOB	133,355.78	79.80	(133,355.78)	79.80	.00	79.80
105 FOOTBALL CHEERLEADERS	.00	.00	1,058.27	1,058.27	.00	1,058.27
106 WINTER CHEERLEADERS	.00	.00	603.09	603.09	.00	603.09
107 POP MACHINE	.00	.00	7,630.60	7,630.60	.00	7,630.60
141 CLASS OF 2016	.00	.00	.00	.00	.00	.00
142 CLASS OF 2017	.00	.00	.00	.00	.00	.00
144 CLASS OF 2018	.00	.00	1,676.06	1,676.06	.00	1,676.06
145 CLASS OF 2019	.00	.00	922.02	922.02	.00	922.02
146 CLASS OF 2020	.00	.00	2,069.17	2,069.17	.00	2,069.17
147 CLASS OF 2021	.00	.00	1,340.01	1,340.01	.00	1,340.01
148 CLASS OF 2022	.00	.00	729.98	729.98	.00	729.98
149 CLASS OF 2023	.00	.00	2,423.89	2,423.89	.00	2,423.89
150 CLASS OF 2024	.00	.00	7,140.20	7,140.20	.00	7,140.20
151 CLASS OF 2025	.00	.00	1,732.28	1,732.28	.00	1,732.28
152 CLASS OF 2026	.00	.00	1,224.70	1,224.70	.00	1,224.70
199 STUDENT BODY	268.06	.00	9,548.05	9,816.11	.00	9,816.11
199 STUDENT BODY	268.06	.00	9,548.05	9,816.11	.00	9,816.11
200 PROFESSNL-EDUC	.00	.00	763.20	763.20	(763.20)	.00
201 BAND	.00	.00	1,275.23	1,275.23	(79.60)	1,195.63
210 CHORUS	.00	.00	8,789.51	8,789.51	(444.55)	8,344.96
211 MEISTERSINGERS	.00	.00	200.00	200.00	.00	200.00
213 PANTHER SHOW CHOIR	.00	.00	1,488.37	1,488.37	.00	1,488.37

Student Activities Summary Report

Fiscal Year: 2019-2020

From: 7/1/2019 To: 2/29/2020

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
214 PB & J	.00	.00	.00	.00	.00	.00
220 CONSERVATION	.00	.00	.00	.00	.00	.00
230 FBLA	.00	.00	3,064.41	3,064.41	(5,648.00)	(2,583.59)
240 FFA	.00	.00	5,777.79	5,777.79	(6,956.00)	(1,178.21)
241 FFA DICK RICE GRADUATION AWARD	.00	.00	1,550.00	1,550.00	.00	1,550.00
250 FCCLA	.00	.00	1,577.46	1,577.46	(370.00)	1,207.46
260 HORT CLUB	.00	.00	5,541.46	5,541.46	(5,790.86)	(249.40)
270 NAT'L HONOR SOC	.00	.00	596.99	596.99	(15.45)	581.54
275 SHOOTING CLUB	.00	.00	3.73	3.73	.00	3.73
278 NBC AUTO CLUB	.00	.00	1,524.51	1,524.51	.00	1,524.51
279 ANGELS AMONG US	.00	.00	3,406.87	3,406.87	.00	3,406.87
280 PANTHER PURSE	.00	.00	4,615.54	4,615.54	.00	4,615.54
295 SADD	.00	.00	1,370.74	1,370.74	(300.00)	1,070.74
300 SKI CLUB	.00	.00	1,039.19	1,039.19	.00	1,039.19
310 STUDENT COUNCIL	.00	.00	4.52	4.52	.00	4.52
320 TSA CLUB	.00	.00	253.72	253.72	.00	253.72
330 VARSITY CLUB	.00	.00	673.16	673.16	.00	673.16
340 YEARBOOK CLUB	.00	.00	24,878.98	24,878.98	(37.97)	24,841.01
342 PANTHER PARADISE	.00	.00	7,238.22	7,238.22	.00	7,238.22
345 NBC DANCE-A-THON	.00	.00	8,273.77	8,273.77	.00	8,273.77
346 ARCHERY CLUB	.00	.00	1,502.97	1,502.97	.00	1,502.97
347 SPANISH CLUB	.00	.00	273.66	273.66	.00	273.66
348 INTERACT CLUB	.00	.00	.00	.00	.00	.00

Student Activities Summary Report

Fiscal Year: 2019-2020

From: 7/1/2019 To: 2/29/2020

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
350 MS ANNUAL CLUB	.00	.00	8,070.20	8,070.20	.00	8,070.20
360 BOX TOPS FOR EDUCATION	.00	.00	1,210.38	1,210.38	.00	1,210.38
361 HS STUDENT PRIDE	.00	.00	1,658.98	1,658.98	(485.71)	1,173.27
362 MS STUDENT PRIDE	.00	.00	2,350.26	2,350.26	(300.00)	2,050.26
400 ODYSSEY OF THE MIND	.00	.00	.00	.00	.00	.00
410 STUDENT TEACHER	.00	.00	250.00	250.00	.00	250.00
GRAND TOTALS	267,247.68	159.60	(119,841.37)	147,565.91	(21,191.34)	126,374.57

End of Report

General Ledger - FUND 51 - FOOD SERVICE - BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:2/29/2020

FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance
0102 - FOOD SERVICE CASH					
000 - NON-CATEGORICAL	$0.00	$43,766.92	$69,582.70	$0.00	($69,582.70)
0402 - INTERFUND ACCOUNTS PAYABLE					
000 - NON-CATEGORICAL	$0.00	($72,041.06)	($115,816.86)	$0.00	$115,816.86
0462 - PAYROLL DEDUCT. & WITHHOLDINGS					
213 - LIFE INSURANCE	$0.00	$3,225.00	$3,225.00	$0.00	($3,225.00)
215 - EYE CARE INSURANCE	$0.00	$4,039.18	$4,039.18	$0.00	($4,039.18)
0740 - UNRESERVED RETAINED EARNING					
000 - NON-CATEGORICAL	$0.00	$0.00	($8,978.16)	$0.00	$8,978.16
0850 - UNASSIGNED FUND BALANCE					
000 - NON-CATEGORICAL	$0.00	$0.00	$26,938.18	$0.00	($26,938.18)
3100 - FOOD SERVICES					
150 - OFFICE/CLERICAL	$0.00	$12,291.76	$12,291.76	$12,291.84	($24,583.60)
190 - INSTRUCTIONAL ASST	$0.00	$132,799.32	$132,799.32	$25,125.37	($157,924.69)
211 - MEDICAL INSURANCE	$0.00	$29,576.40	$29,576.40	$21,124.50	($50,700.90)
212 - DENTAL INSURANCE	$0.00	($159.56)	($159.56)	$415.20	($255.64)
213 - LIFE INSURANCE	$0.00	$274.96	$274.96	$149.80	($424.76)
214 - INCOME PROTECTION INSURANCE	$0.00	$206.72	$206.72	$120.15	($326.87)
215 - EYE CARE INSURANCE	$0.00	($17.72)	($17.72)	$174.96	($157.24)
220 - SOCIAL SECURITY CONTRIBUTIONS	$0.00	$10,869.03	$10,869.03	$2,807.07	($13,676.10)
230 - RETIREMENT CONTRIBUTIONS	$0.00	$48,492.82	$48,492.82	$12,691.23	($61,184.05)
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$1,246.78	$1,246.78	$138.68	($1,385.46)
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$6.90	$6.90	$0.00	($6.90)
291 - RETIREMENT PAYMENTS	$0.00	$9,000.00	$9,000.00	$0.00	($9,000.00)
430 - REPAIRS & MAINTENANCE SERVCS	$0.00	$3,667.72	$3,667.72	$0.00	($3,667.72)
610 - SUPPLIES	$0.00	$8,139.01	$8,139.01	$2,223.15	($10,362.16)
630 - FOOD	$0.00	$1,243.65	$1,243.65	$0.00	($1,243.65)
631 - FOOD	$0.00	$69,684.21	$69,684.21	$0.00	($69,684.21)
632 - MILK	$0.00	$28,090.80	$28,090.80	$0.00	($28,090.80)
634 - SNACKS	$0.00	$5,173.77	$5,173.77	$0.00	($5,173.77)
650 - TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$0.00	$400.00	$400.00	$0.00	($400.00)
890 - MISCELLANEOUS EXPENDITURES	$0.00	$1,479.24	$1,479.24	$0.00	($1,479.24)
3310 - SUMMER RECREATION					
890 - MISCELLANEOUS EXPENDITURES	$0.00	$1,278.06	$1,278.06	$0.00	($1,278.06)
6510 - INT INVEST & INT-BEAR CK ACCT					
000 - NON-CATEGORICAL	$0.00	($9.25)	($9.25)	$0.00	$9.25
6611 - DAILY SALES-SCHL LUNCH PROGM					

General Ledger - FUND 51 - FOOD SERVICE - BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:2/29/2020

FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance
000 - NON-CATEGORICAL	$0.00	($133,047.17)	($133,047.17)	$0.00	$133,047.17
6614 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($15,893.25)	($15,893.25)	$0.00	$15,893.25
6621 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($10,447.40)	($10,447.40)	$0.00	$10,447.40
6630 - SPECIAL FUNCTIONS					
000 - NON-CATEGORICAL	$0.00	($4,725.98)	($4,725.98)	$0.00	$4,725.98
6990 - MISCELLANEOUS REVENUE					
000 - NON-CATEGORICAL	$0.00	$1,199.67	$1,199.67	$0.00	($1,199.67)
7610 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($3,083.00)	($3,083.00)	$0.00	$3,083.00
7611 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($9,498.54)	($9,498.54)	$0.00	$9,498.54
8530 - CHILD NUTRITION PROGRAM					
000 - NON-CATEGORICAL	$0.00	($45,665.48)	($45,665.48)	$0.00	$45,665.48
8531 - SUBSDY MILK,LUNCH,BRKFAST PRO					
000 - NON-CATEGORICAL	$0.00	($121,563.51)	($121,563.51)	$0.00	$121,563.51
Grand Total:	$0.00	$0.00	$0.00	$77,261.95	($77,261.95)

End of Report

NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS
FOOD SERVICE
TUESDAY, MARCH 10, 2020
SERVICE PERIOD FEBRUARY 2020

February Participation

Breakfast		Lunch	
Total Served	5,509	Total Served	12,427
Participation % of student body eating breakfast	36%	Participation % of student body eating lunch	81%

Current Free/Reduced Percentage

High/Middle School –38.70%

Elementary –41.84%

The Board of Directors of the Northern Bedford County School District met on Tuesday, April 14, 2020 at 6:00 pm in Room 136 of the high school building in Loysburg, PA.

Due to COVID19 closures by Governor Tom Wolfe, the public meeting was held on a ZOOM online session in which the public and board were able to attend. The following board members were present: Steve Cottle, Chris Cronrath, John Eshelman, Chad Mickle, Mike Miller, David Potchak, Tammy Reasy, Ralph Scott, Randy Wiand. Also present were Mr. Todd B. Beatty, Superintendent; Mr. Michael O'Dellick High School Principal; Mr. Trevor Replogle, Elementary School Principal; Mr. Wayne Sherlock, Middle School Principal; Mrs. Lindsay Cherry, Special Education Supervisor; Ms. Teri Biddle, Business Manager/Board Secretary.

There were 74 registrants for the public viewing of the school board meeting.

1. Randy Wiand called the meeting to order.
2. Prayer and Pledge was given by Steve Cottle.
3. Roll call with all members present.
4. Mr. Beatty, Superintendent, reviewed the agenda with the board.
5. There were no citizens who wished to recognize the board.
6. Communications read included a resignation Shawn Hostetler as Technology Assistant.
7. The following announcements were made: The May school board meeting will be held Tuesday, May 12, 2020 beginning at 6 pm in the high school building Room 136 dependent upon the status of State mandates due to COVID-19 at that time. The school board members also participated in a test of the connections of ZOOM at a virtual meeting held on Thursday, April 9, 2020 with no voting action at that time.
8. Mr. Eshelman moved, seconded by Mr. Cronrath, to approve the minutes from the March 10, 2020 school board meeting.
9. Presentation by Christopher Bamber at PFM regarding potential financing options.
10. Presentation of the 2020/21 Preliminary Budget was given by Mr. Beatty.
11. Mr. Mickle moved, seconded by Mr. Eshelman, to do the following items on a consent motion with all members present voting "yes".
    - Accept the resignation of Shawn Hostetler as Technology Assistant effective April 1, 2020.

    - Approve the following as bona fide volunteers, pending clearance submissions, for the positions listed at the nominal payment for 2020/21 as recommended by the Administration. The classification may be subject to further clarification upon solicitor's recommendations:

      Patricia Keith-Bollman Head Winter Cheerleading Coach $1,310

12. Mr. Cronrath moved, seconded by Mr. Mickle, to do the following items on consent motion with all members present voting "yes".

- Approve on first reading the following policies.

117	Homebound Instruction
201	Admission of Students
204	Attendance
216 Attachment	Student Records
222	Tobacco/Nicotine
233	Suspension and Expulsion
626 Attachment	Procurement – Federal Program
707	Use of School Facilities
718	Service Animals in School
800 Attachment	Records Management
810.1	School Bus Drivers and School Commercial Motor Vehicle Drivers
904 Attachment	Public Behavior at School Events
904	Public Behavior at School Events

- Approve Northern Bedford County School District to adopt the Appalachia Intermediate Unit 08's policies and procedures (for the 2020/21 school year) under the federal requirements of 34 CRF 300.124 through 300.382 (special education) to fulfill the requirements of 22 PA Code Chapter 14 and the regulatory requirements under the Individuals with Disabilities Education Act-Part B.

- Approve the Superintendent to authorize payments to Transportation Contractors pending the re-negotiation of the 2019/20 Contract due to the COVID 19 School Closure.

- Approve the Superintendent to modify existing policies or procedures with notification to the school board within 24 hours through the end of 2019-20 Fiscal Year, June 30, 2020, as a result of COVID-19.

13. Mr. Cottle moved, seconded by Mr. Eshelman, to approve FOCUS as the new student information system for the 2020/21 school year at an amount of $31,200 which would be budgeted with the 2020/21 school year. All members present voted "yes".
14. Mr. Cottle moved, seconded by Mr. Mickle, to award bid to Mid-State Construction for the Window Replacement for the Summer of 2020 for the base bid plus Alternates GC 1 Translucent Wall Panels, GC2 Metal Trim and GC3 Roller Shades in the amount of $1,081.772. All members present voted "yes" except Mrs. Reasy voted "no".
15. Mr. Cottle moved, seconded by Mr. Eshelman, to award bid for Abatement of Floor Tile and Window Glazing to be completed in the Middle/High School building in Summer 2020 to KLA Roofing & Construction LLC in the amount of $205,836. All members present voted "yes" except for Mrs. Reasy voted "no".
16. Mr. Cottle moved, seconded by Mr. Eshelman, to award bid for tile replacement of Middle/High School Classrooms during Summer of 2020 to DeGol Carpet with the

option of Standard LVT Material in the amount of $81,952. All members present voted "yes" except for Mrs. Reasy voted "no".

17. Mr. Cronrath moved, seconded by Mr. Mickle, to approve the following: The Board of School Directors of the Northern Bedford County School District (the "School District') does hereby authorize the Administration to consult with PFM Financial Advisors LLC, as Financial Advisor, and Eckert, Seamans, Cherin & Mellott LLP, as Bond Counsel, for the purpose of providing funding options for various capital projects in the estimated amount of $3,000,000. This would be used to fund the items in Motions 16 – 18 and other potential projects discussed by the building and grounds committee and the board. All members present voted "yes" except Mrs. Reasy voted "no".
18. Mr. Eshelman moved, seconded by Mr. Mickle to approve the following reports and invoices with all members present voting "yes".

    Superintendent Report
    Financial Reports and Budgetary Transfers
    Approve payment of invoices

19. Mr. Cronrath moved, seconded by Mr. Eshelman to adjourn the meeting at 7:15 pm.

_____
Teri L. Biddle, Business Manager/Board Secretary

_____
Tammy Reasy, Board Treasurer

NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS

Administrative Reports

Superintendent Administrative Report	Todd Beatty Superintendent

SUPERINTENDENT

COVID 19 CLOSURE

This month has seen tremendous changes and upheaval in education. Shutting down school buildings for 10 weeks is unprecedented. NBC administration worked very hard behind the scenes planning for the Continuation of Education and to provide the oversight and support to our teachers. Our teachers have done a tremendous job adapting to online learning. It is very different than being face to face in the classroom, but our teachers are doing a great job working with students and parents to continue education. Each day brings improvements to the process. Also thanks to the students and parents for adapting to a new situation. All feedback I have received as been very positive and appreciative of the food provided and the educational process in place for NBC.

Our cafeteria staff has done a tremendous job preparing meals for students. They are a joy to be around. They make work very fun. To date they have prepared a total of 6,888 meals. Great job ladies!

NBC has not lost hope for a prom and graduation ceremony for our seniors. Mr. O'Dellick, student officers, counselors, and advisors are working together to develop plans in the event the social distancing/stay at home order is not lifted by the scheduled dates.

Unfortunately, PIAA just announced last Thursday that spring sports and winter championships are cancelled due to the closing of school buildings for the remainder of the year.

This month marks the presentation of a very preliminary 20/21 school budget. Many changes/adjustments will occur between now and the final approval in June. With the COVID-19 causing work shutdowns, it has a tremendous impact on the economy, impacting us all in some fashion including the amount of state subsidy NBC will get next year.

Thank you to the NBC community for your support, understanding, and willingness to work together. The NBC community demonstrates this on a regular basis and is something to be proud of.

Cash Balances

Fiscal Year: 2019-2020

Date Range: 07/01/2019 - 03/31/2020

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
10.0101.000.000.00.00.00.000	GENERAL FUND CASH	4,782,934.16	11,306,705.89	12,035,236.47	4,054,403.58
10.0111.000.000.00.00.00.000	PLGIT - GENERAL FUND	4,600.02	1,000,000.00	0.00	1,004,600.02
10.0113.000.000.00.00.00.000	PSERS STABILIZATION FUND	1,933,334.43	0.00	0.00	1,933,334.43
31.0107.000.000.00.00.00.000	PLGIT - CAPITAL RESERVE	1,350,038.74	0.00	249,144.11	1,100,894.63
51.0102.000.000.00.00.00.000	FOOD SERVICE CASH	25,815.78	178,126.36	139,843.37	64,098.77
81.0106.000.000.00.00.00.000	ACTIVITY FUND CASH	58,355.78	123,213.94	117,959.51	63,610.21
81.0111.000.000.00.00.00.000	ACTIVITY FUND - CD -PSDLAF	75,268.06	648.22	0.00	75,916.28
		8,230,346.97	12,608,694.41	12,542,183.46	8,296,857.92

End of Report

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 03/11/2020 To Date: 04/14/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
ACE FIX-IT HARDWARE OF EVERETT					
	61107	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$98.98
AGORA CYBER CHARTER SCHOOL					
	61108	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$967.89
APPALACHIA INTERMEDIATE UNIT 08					
	61109	GENERAL FUND	INSTRU'L/CURRICLM DEVELOP SER	DUES AND FEES	$150.00
	61109	GENERAL FUND	OTHER SUPPORT	PROFESSNL/ED - IU	$5,184.70
			Total for APPALACHIA INTERMEDIATE UNIT 08		$5,334.70
BEDFORD GAZETTE					
	61110	GENERAL FUND	BOARD SERVICES	ADVERTISING	$224.36
BEDFORD SOMERSET HEALTH CONSORTIUM					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB HEALTH PREMIUMS	$4,635.02
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	MEDICAL INSURANCE	$121,603.47
			Total for BEDFORD SOMERSET HEALTH CONSORTIUM		$126,238.49
BLUE DIAMOND MACHINERY SALES					
	61082	GENERAL FUND	OPERATION OF BUILDING SERVICE	EQUIP ORIG & ADD'NL	$12,000.00
BUCKEYE HARDWARE					
	61093	GENERAL FUND	BUILDING CONTRUCTION OCC	SUPPLIES	$270.30
CAMCO PHYSICAL AND OCCUPATIONAL THERAPY					
	61112	GENERAL FUND	OTHER SUPPORT	PROFESSIONAL ED SERVICES-OTHER	$3,575.22
CARBAUGH BUS LLC					
	0	GENERAL FUND	ATHLETICS	STUD TRANS SERV OTHR SOURCES	$44.40
	0	GENERAL FUND	NONPUBLIC TRANSPORTATION	CONTRACTED CARRIERS	$2,028.00
	0	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$31,458.16
			Total for CARBAUGH BUS LLC		$33,530.56
CENTURYLINK					
	61094	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$976.12

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 03/11/2020 To Date: 04/14/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
CLEARFIELD WHOLESALE PAPER CO					
	61095	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$138.72
CM REGENT, LLC					
	61113	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	INCOME PROTECTION INSURANCE	$744.38
COMMONWEALTH CHARTER ACADEMY					
	61114	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON PA CHARTER SCHOOLS	$8,171.34
	61114	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$5,807.40
			Total for COMMONWEALTH CHARTER ACADEMY		$13,978.74
CROWN BENEFITS ADMINISTRATION					
	61115	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB VISION/DENTAL PREMIUMS	$72.00
	61115	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	EYE CARE INSURANCE	$1,341.50
	61115	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$18.00
			Total for CROWN BENEFITS ADMINISTRATION		$1,431.50
D & D WOOD SALES INC					
	61116	GENERAL FUND	OPERATION OF BUILDING SERVICE	OTHER FUELS	$1,187.68
DR. ROBERT KETTERER CHARTER SCHOOL INC					
	61117	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$2,882.44
FANELLI WILLETT LAW OFFICES					
	61118	GENERAL FUND	LEGAL SERVICES	OTHER PROFESSIONAL SERVICES	$205.50
FORD, MAKENZIE					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$3,108.00
GLASS BAGGING ENTERPRISES					
	61119	GENERAL FUND	ATHLETICS	SUPPLIES	$791.01
GRAINGER					
	61096	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$34.74
GRIMES HORTICULTURE					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 03/11/2020 To Date: 04/14/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	61083	GENERAL FUND	AGRICULTURE/HORTICULTURE	SUPPLIES	$372.13
HIGHMARK EDI					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	MEDICAL INSURANCE	$353.33
INDUSTRIAL APPRAISAL COMPANY					
	61120	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$1,245.00
INTERSTATE TAX SERVICE INC					
	61121	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$194.40
J.C.EHRLICH CO., INC					
	61122	GENERAL FUND	OPERATION OF BUILDING SERVICE	EXTERMINATION SERVICES	$232.00
J.W. PEPPER					
	61097	GENERAL FUND	STUDENT ACTIVITIES	SUPPLIES	$3.60
JANITORS SUPPLY INC					
	61098	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$743.91
	61123	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$209.25
			Total for JANITORS SUPPLY INC		$953.16
JOHNSONBURG AREA SCHOOL DISTRICT					
	61124	GENERAL FUND	GATE RECEIPTS	NON-CATEGORICAL	$175.00
JOSTENS					
	61091	GENERAL FUND	OTHER ADMINISTRATIVE SERVICES	SUPPLIES	$942.59
	61099	GENERAL FUND	OTHER ADMINISTRATIVE SERVICES	SUPPLIES	$2,016.20
			Total for JOSTENS		$2,958.79
KEYSTONE INVESTIGATION & SPECIALISTS LLC					
	61084	GENERAL FUND	ATHLETICS	SECURITY	$68.00
LEARNING LAMP					
	61125	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$738.10
LEIDY TRANSPORTATION LLC					
	0	GENERAL FUND	NONPUBLIC TRANSPORTATION	CONTRACTED CARRIERS	$926.25

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 03/11/2020 To Date: 04/14/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	0	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$50,067.67
			Total for LEIDY TRANSPORTATION LLC		$50,993.92
MARTIN OIL COMPANY					
	61126	GENERAL FUND	OPERATION OF BUILDING SERVICE	OIL	$1,509.60
	61126	GENERAL FUND	VEHICLE OPER/MAINT SERVICES	GASOLINE	$148.86
			Total for MARTIN OIL COMPANY		$1,658.46
MATHESON TRI-GAS INC					
	61127	GENERAL FUND	AGRICULTURE/HORTICULTURE	SUPPLIES	$101.69
	61127	GENERAL FUND	AUTO MECHANICS	SUPPLIES	$101.68
	61127	GENERAL FUND	TRADE AND INDUSTRIAL EDUCATIO	SUPPLIES	$0.00
			Total for MATHESON TRI-GAS INC		$203.37
MCKNIGHT, KAREN J					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$2,100.00
MELLOTT, AMY					
	61092	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	SUPPLIES	$20.00
MERAKEY PENNSYLVANIA					
	61128	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$5,816.67
MILLER, TAYLOR					
	61085	GENERAL FUND	ATHLETICS	OFFICIALS	$50.00
NEW ENTERPRISE RURAL ELECTRIC					
	61129	GENERAL FUND	OPERATION OF BUILDING SERVICE	ELECTRICITY	$3,439.00
NULTON DIAGNOSTIC & TREATMENT CENTER					
	61130	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$935.00
PENELEC					
	0	GENERAL FUND	OPERATION OF BUILDING SERVICE	ELECTRICITY	$8,269.71
PYRAMID HEALTHCARE INC					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 03/11/2020 To Date: 04/14/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	61131	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$2,500.00
	61131	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$8,760.00
			Total for PYRAMID HEALTHCARE INC		$11,260.00
REININGER, ABBY					
	61086	GENERAL FUND	ATHLETICS	OFFICIALS	$50.00
RICOH USA, INC					
	61104	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$0.00
	61104	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$78.03
	61104	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$13.77
	61104	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$0.00
	61132	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$25.49
	61132	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$562.63
	61132	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$99.29
	61132	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$144.44
			Total for RICOH USA, INC		$923.65
SEL-LO OIL INC.					
	61133	GENERAL FUND	OPERATION OF BUILDING SERVICE	OIL	$8,325.00
SNYDER, CORYN E					
	0	GENERAL FUND	INST PROF DEV SVS-CERT STAFF	TUITION REIMBURSEMENT	$1,047.00
SOUTH WOODBURY TOWNSHIP					
	61100	GENERAL FUND	OPERATION OF BUILDING SERVICE	WATER/SEWAGE	$2,040.00
SPORTSMANS					
	61087	GENERAL FUND	ATHLETICS	SUPPLIES	$302.50
	61101	GENERAL FUND	ATHLETICS	SUPPLIES	$354.45
	61134	GENERAL FUND	ATHLETICS	UNIFORMS	$622.00
			Total for SPORTSMANS		$1,278.95
STATE CHEMICAL COMPANY					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 03/11/2020 To Date: 04/14/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	61105	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$193.41
SUBURBAN PROPANE					
	61135	GENERAL FUND	OPERATION OF BUILDING SERVICE	BOTTLED GAS	$318.86
THE PA CYBER CHARTER SCHOOL					
	61136	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$2,903.69
UNIFIED FAMILY SERVICES SYSTEMS					
	61137	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$4,800.00
UNITED DATACOM NETWORKS, INC.					
	61138	GENERAL FUND	SYSTEM-WIDE TECHNOLOGY SERVICE	SUPPORT OF LEA'S TECH PLAN	$55.00
VERIZON WIRELESS					
	61139	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$12.50
W.L. HALL LIME & COAL INC					
	61106	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$694.22
WEAVER'S SANITATION SVC, INC					
	61140	GENERAL FUND	OPERATION OF BUILDING SERVICE	DISPOSAL SERVICES	$810.00
WELLS FARGO VENDOR					
	61141	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$49.88
	61141	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$847.86
	61141	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$149.64
	61141	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$282.62
			Total for WELLS FARGO VENDOR		$1,330.00
WEX BANK					
	61142	GENERAL FUND	VEHICLE OPER/MAINT SERVICES	GASOLINE	$62.36
			Total for GENERAL FUND		$324,603.61

Fund: 51 FOOD SERVICE

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
ANGELO PACIFICO AND SONS INC					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 03/11/2020 To Date: 04/14/2020

Fund: 51 FOOD SERVICE

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	17873	FOOD SERVICE	FOOD SERVICES	FOOD	$1,235.23
C M REGENT LLC					
	61111	FOOD SERVICE	PAYROLL DEDUCT. & WITHHOLDINGS	LIFE INSURANCE	$655.00
FEESERS INC					
	17874	FOOD SERVICE	FOOD SERVICES	FOOD	$996.94
	17874	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$421.62
			Total for FEESERS INC		$1,418.56
FOOR, JENNIFER					
	17875	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$142.70
IMLER'S POULTRY					
	17876	FOOD SERVICE	FOOD SERVICES	FOOD	$376.81
NBC GENERAL FUND					
	17877	FOOD SERVICE	FOOD SERVICES	FOOD	$16.56
	17877	FOOD SERVICE	FOOD SERVICES	MILK	$15.00
			Total for NBC GENERAL FUND		$31.56
QUEEN CITY F&P					
	17878	FOOD SERVICE	FOOD SERVICES	FOOD	$452.55
RITCHEYS DAIRY INCORPORATED					
	17879	FOOD SERVICE	FOOD SERVICES	MILK	$4,834.68
	17879	FOOD SERVICE	FOOD SERVICES	SNACKS	$291.36
			Total for RITCHEYS DAIRY INCORPORATED		$5,126.04
US FOODS					
	17880	FOOD SERVICE	FOOD SERVICES	FOOD	$8,754.15
	17880	FOOD SERVICE	FOOD SERVICES	SNACKS	$399.25
	17880	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$163.92
			Total for US FOODS		$9,317.32
			Total for FOOD SERVICE		$18,755.77

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 03/11/2020 To Date: 04/14/2020

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
Blair Candy Company In					
	39058	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$120.32
BUNKER, TEAIRRA					
	39062	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$40.00
CLAPPERS WHOLESALE FLORIST					
	39059	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$236.50
HIGGINS, JAMES					
	39063	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$37.00
PEARCE, MICHELLE					
	39064	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$40.00
SHERLOCK, WAYNE E					
	39065	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$52.99
W.L. HALL LIME & COAL INC					
	39060	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$37.66
WA GREENHOUSE					
	39061	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$120.50
			Total for ACTIVITY FUND		$684.97
				Grand Total:	$344,044.35

Recap for FUND for GENERAL FUND

10	GENERAL FUND	$324,603.61
51	FOOD SERVICE	$18,755.77
81	ACTIVITY FUND	$684.97

End of Report

General Ledger - FUND 10 - MAJOR OBJECT ONLY

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:3/31/2020

FUND / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
10 - GENERAL FUND						
100 - PERSONAL SERVICES - SALARIES	$6,119,602.95	$3,656,486.55	$3,656,486.55	$2,296,013.21	$167,103.19	2.73%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$4,326,658.62	$3,061,899.19	$2,149,835.43	$1,328,885.41	$847,937.78	19.60%
300 - PURCH PROFESS/TECH SERVICES	$581,679.95	$283,618.75	$283,618.75	$979.00	$297,082.20	51.07%
400 - PURCHASED PROPERTY SERVICES	$146,763.00	$85,006.43	$85,006.43	$11,037.11	$50,719.46	34.56%
500 - OTHER PURCHASED SERVICES	$1,475,964.79	$954,341.30	$954,341.30	$7,194.05	$514,429.44	34.85%
600 - SUPPLIES	$717,109.50	$473,940.19	$473,940.19	$104,135.29	$139,034.02	19.39%
700 - PROPERTY	$107,050.01	$19,567.70	$19,567.70	$3,480.60	$84,001.71	78.47%
800 - OTHER OBJECTS	$333,254.75	$147,052.94	$147,052.94	$1,756.00	$184,445.81	55.35%
900 - OTHER FINANCING USES	$552,243.75	$598,000.00	$598,000.00	$0.00	($45,756.25)	-8.29%
10 - GENERAL FUND Total:	$14,360,327.32	$9,279,913.05	$8,367,849.29	$3,753,480.67	$2,238,997.36	15.59%
Grand Total:	$14,360,327.32	$9,279,913.05	$8,367,849.29	$3,753,480.67	$2,238,997.36	15.59%

End of Report

General Ledger - FUND 10 MAJOR FUNCTION MAJOR OBJECT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:3/31/2020

FUND / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
10 - GENERAL FUND						
1000 - INSTRUCTION						
100 - PERSONAL SERVICES - SALARIES	$4,445,777.54	$2,527,958.86	$2,527,958.86	$1,820,209.36	$97,609.32	2.20%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$3,226,450.84	$1,888,767.26	$1,888,767.26	$1,046,717.71	$290,965.87	9.02%
300 - PURCH PROFESS/TECH SERVICES	$413,150.00	$170,137.92	$170,137.92	$200.00	$242,812.08	58.77%
400 - PURCHASED PROPERTY SERVICES	$43,000.00	$32,567.96	$32,567.96	$4,433.28	$5,998.76	13.95%
500 - OTHER PURCHASED SERVICES	$541,790.80	$247,994.90	$247,994.90	$2,615.00	$291,180.90	53.74%
600 - SUPPLIES	$296,173.01	$209,603.22	$209,603.22	$36,376.71	$50,193.08	16.95%
700 - PROPERTY	$53,000.01	$5,479.00	$5,479.00	$0.00	$47,521.01	89.66%
800 - OTHER OBJECTS	$22,171.00	$10,490.30	$10,490.30	$1,756.00	$9,924.70	44.76%
1000 - INSTRUCTION Total:	$9,041,513.20	$5,092,999.42	$5,092,999.42	$2,912,308.06	$1,036,205.72	11.46%
2000 - SUPPORTING SERVICES						
100 - PERSONAL SERVICES - SALARIES	$1,502,129.85	$1,011,268.38	$1,011,268.38	$432,696.20	$58,165.27	3.87%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$1,055,545.99	$715,238.95	$715,238.95	$267,517.81	$72,789.23	6.90%
300 - PURCH PROFESS/TECH SERVICES	$100,360.95	$71,371.14	$71,371.14	$24.00	$28,965.81	28.86%
400 - PURCHASED PROPERTY SERVICES	$94,253.00	$51,861.47	$51,861.47	$6,603.83	$35,787.70	37.97%
500 - OTHER PURCHASED SERVICES	$906,523.99	$686,353.38	$686,353.38	$3,987.57	$216,183.04	23.85%
600 - SUPPLIES	$385,986.49	$240,737.42	$240,737.42	$62,900.98	$82,348.09	21.33%
700 - PROPERTY	$12,000.00	$12,000.00	$12,000.00	$0.00	$0.00	0.00%
800 - OTHER OBJECTS	$29,130.00	$57,132.89	$57,132.89	$0.00	($28,002.89)	-96.13%
2000 - SUPPORTING SERVICES Total:	$4,085,930.27	$2,845,963.63	$2,845,963.63	$773,730.39	$466,236.25	11.41%
3000 - OPERAT NONINSTRUCTNL SERVICES						
100 - PERSONAL SERVICES - SALARIES	$171,695.56	$117,259.31	$117,259.31	$43,107.65	$11,328.60	6.60%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$44,266.81	$45,655.73	$45,655.73	$14,649.89	($16,038.81)	-36.23%
300 - PURCH PROFESS/TECH SERVICES	$68,169.00	$42,109.69	$42,109.69	$755.00	$25,304.31	37.12%
400 - PURCHASED PROPERTY SERVICES	$9,510.00	$577.00	$577.00	$0.00	$8,933.00	93.93%
500 - OTHER PURCHASED SERVICES	$27,650.00	$19,993.02	$19,993.02	$591.48	$7,065.50	25.55%
600 - SUPPLIES	$34,950.00	$23,599.55	$23,599.55	$4,857.60	$6,492.85	18.58%
700 - PROPERTY	$10,050.00	$2,088.70	$2,088.70	$3,480.60	$4,480.70	44.58%
800 - OTHER OBJECTS	$6,785.00	$4,261.00	$4,261.00	$0.00	$2,524.00	37.20%
3000 - OPERAT NONINSTRUCTNL SERVICES Total:	$373,076.37	$255,544.00	$255,544.00	$67,442.22	$50,090.15	13.43%
4000 - FACILTES ACQUIST/CONSTRUC SER						
700 - PROPERTY	$32,000.00	$0.00	$0.00	$0.00	$32,000.00	100.00%
4000 - FACILTES ACQUIST/CONSTRUC SER Total:	$32,000.00	$0.00	$0.00	$0.00	$32,000.00	100.00%
5000 - FINANCING USES						
800 - OTHER OBJECTS	$275,168.75	$75,168.75	$75,168.75	$0.00	$200,000.00	72.68%
900 - OTHER FINANCING USES	$552,243.75	$598,000.00	$598,000.00	$0.00	($45,756.25)	-8.29%

General Ledger - FUND 10 MAJOR FUNCTION MAJOR OBJECT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:3/31/2020

FUND / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
5000 - FINANCING USES Total:	$827,412.50	$673,168.75	$673,168.75	$0.00	$154,243.75	18.64%
6000 - REVENUE FROM LOCAL SOURCES						
000 - NON-CATEGORICAL	($4,238,836.00)	($4,040,903.37)	($4,040,903.37)	$0.00	($197,932.63)	4.67%
6000 - REVENUE FROM LOCAL SOURCES Total:	($4,238,836.00)	($4,040,903.37)	($4,040,903.37)	$0.00	($197,932.63)	4.67%
7000 - REVENUE FROM STATE SOURCES						
000 - NON-CATEGORICAL	($9,343,029.11)	($6,275,589.32)	($6,275,589.32)	$0.00	($3,067,439.79)	32.83%
7000 - REVENUE FROM STATE SOURCES Total:	($9,343,029.11)	($6,275,589.32)	($6,275,589.32)	$0.00	($3,067,439.79)	32.83%
8000 - REVENUE FROM FEDERAL SOURCES						
000 - NON-CATEGORICAL	($344,851.00)	($188,989.11)	($188,989.11)	$0.00	($155,861.89)	45.20%
8000 - REVENUE FROM FEDERAL SOURCES Total:	($344,851.00)	($188,989.11)	($188,989.11)	$0.00	($155,861.89)	45.20%
10 - GENERAL FUND Total:	$433,216.23	($1,637,806.00)	($1,637,806.00)	$3,753,480.67	($1,682,458.44)	-388.36%
Grand Total:	$433,216.23	($1,637,806.00)	($1,637,806.00)	$3,753,480.67	($1,682,458.44)	-388.36%

End of Report

General Ledger - FUND 31 - CAPITAL RESERVE BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:3/31/2020

SUBJECT / FUNCTION / OBJECT	Range To Date	Year To Date
00 - NON CLASS SUBJT		
0107 - PLGIT - CAPITAL RESERVE		
000 - NON-CATEGORICAL	($249,144.11)	$1,100,894.63
0770 - UNRESERVED FUND BALANCE		
000 - NON-CATEGORICAL	$0.00	($727,868.75)
0850 - UNASSIGNED FUND BALANCE		
000 - NON-CATEGORICAL	$0.00	($622,169.99)
4200 - SITE IMPROVEMENT SERVICES		
710 - LAND AND IMPROVEMENTS	$249,144.11	$249,144.11
00 - NON CLASS SUBJT Total:	$0.00	$0.00
Grand Total:	$0.00	$0.00

End of Report

General Ledger - FUND 31 - CAPITAL RESERVE BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:3/31/2020

SUBJECT / FUNCTION / OBJECT	Range To Date	Year To Date
00 - NON CLASS SUBJT		
0107 - PLGIT - CAPITAL RESERVE		
000 - NON-CATEGORICAL	($249,144.11)	$1,100,894.63
0770 - UNRESERVED FUND BALANCE		
000 - NON-CATEGORICAL	$0.00	($727,868.75)
0850 - UNASSIGNED FUND BALANCE		
000 - NON-CATEGORICAL	$0.00	($622,169.99)
4200 - SITE IMPROVEMENT SERVICES		
710 - LAND AND IMPROVEMENTS	$249,144.11	$249,144.11
00 - NON CLASS SUBJT Total:	$0.00	$0.00
Grand Total:	$0.00	$0.00

End of Report

General Ledger - FUND 51 - FOOD SERVICE - BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:3/31/2020

FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance
0102 - FOOD SERVICE CASH					
000 - NON-CATEGORICAL	$0.00	$38,282.99	$64,098.77	$0.00	($64,098.77)
0402 - INTERFUND ACCOUNTS PAYABLE					
000 - NON-CATEGORICAL	$0.00	($75,759.67)	($119,535.47)	$0.00	$119,535.47
0462 - PAYROLL DEDUCT. & WITHHOLDINGS					
213 - LIFE INSURANCE	$0.00	$3,225.00	$3,225.00	$0.00	($3,225.00)
215 - EYE CARE INSURANCE	$0.00	$4,039.18	$4,039.18	$0.00	($4,039.18)
0740 - UNRESERVED RETAINED EARNING					
000 - NON-CATEGORICAL	$0.00	$0.00	($8,978.16)	$0.00	$8,978.16
0850 - UNASSIGNED FUND BALANCE					
000 - NON-CATEGORICAL	$0.00	$0.00	$26,938.18	$0.00	($26,938.18)
3100 - FOOD SERVICES					
150 - OFFICE/CLERICAL	$0.00	$14,182.80	$14,182.80	$10,400.80	($24,583.60)
190 - INSTRUCTIONAL ASST	$0.00	$153,182.99	$153,182.99	$30,477.57	($183,660.56)
211 - MEDICAL INSURANCE	$0.00	$34,513.50	$34,513.50	$16,095.00	($50,608.50)
212 - DENTAL INSURANCE	$0.00	($196.02)	($196.02)	$326.40	($130.38)
213 - LIFE INSURANCE	$0.00	$309.66	$309.66	$115.10	($424.76)
214 - INCOME PROTECTION INSURANCE	$0.00	$232.92	$232.92	$93.95	($326.87)
215 - EYE CARE INSURANCE	$0.00	($24.54)	($24.54)	$131.56	($107.02)
220 - SOCIAL SECURITY CONTRIBUTIONS	$0.00	$12,537.27	$12,537.27	$3,066.98	($15,604.25)
230 - RETIREMENT CONTRIBUTIONS	$0.00	$55,855.39	$55,855.39	$13,860.78	($69,716.17)
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$1,520.35	$1,520.35	$156.36	($1,676.71)
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$6.90	$6.90	$0.00	($6.90)
291 - RETIREMENT PAYMENTS	$0.00	$9,000.00	$9,000.00	$0.00	($9,000.00)
430 - REPAIRS & MAINTENANCE SERVCS	$0.00	$3,667.72	$3,667.72	$0.00	($3,667.72)
610 - SUPPLIES	$0.00	$8,724.55	$8,724.55	$2,223.15	($10,947.70)
630 - FOOD	$0.00	$1,314.43	$1,314.43	$0.00	($1,314.43)
631 - FOOD	$0.00	$81,445.67	$81,445.67	$0.00	($81,445.67)
632 - MILK	$0.00	$32,940.48	$32,940.48	$0.00	($32,940.48)
634 - SNACKS	$0.00	$5,864.38	$5,864.38	$0.00	($5,864.38)
650 - TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$0.00	$400.00	$400.00	$0.00	($400.00)
890 - MISCELLANEOUS EXPENDITURES	$0.00	$1,479.24	$1,479.24	$0.00	($1,479.24)
3310 - SUMMER RECREATION					
890 - MISCELLANEOUS EXPENDITURES	$0.00	$1,278.06	$1,278.06	$0.00	($1,278.06)
6510 - INT INVEST & INT-BEAR CK ACCT					
000 - NON-CATEGORICAL	$0.00	($10.88)	($10.88)	$0.00	$10.88
6611 - DAILY SALES-SCHL LUNCH PROGM					

General Ledger - FUND 51 - FOOD SERVICE - BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:3/31/2020

FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance
000 - NON-CATEGORICAL	$0.00	($143,133.97)	($143,133.97)	$0.00	$143,133.97
6614 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($16,999.10)	($16,999.10)	$0.00	$16,999.10
6621 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($11,603.90)	($11,603.90)	$0.00	$11,603.90
6630 - SPECIAL FUNCTIONS					
000 - NON-CATEGORICAL	$0.00	($4,849.34)	($4,849.34)	$0.00	$4,849.34
6990 - MISCELLANEOUS REVENUE					
000 - NON-CATEGORICAL	$0.00	$1,199.67	$1,199.67	$0.00	($1,199.67)
7610 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($3,633.90)	($3,633.90)	$0.00	$3,633.90
7611 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($11,238.32)	($11,238.32)	$0.00	$11,238.32
8530 - CHILD NUTRITION PROGRAM					
000 - NON-CATEGORICAL	$0.00	($53,931.72)	($53,931.72)	$0.00	$53,931.72
8531 - SUBSDY MILK,LUNCH,BRKFAST PRO					
000 - NON-CATEGORICAL	$0.00	($143,821.79)	($143,821.79)	$0.00	$143,821.79
Grand Total:	$0.00	$0.00	$0.00	$76,947.65	($76,947.65)

End of Report

NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS
FOOD SERVICE
TUESDAY, APRIL 14, 2020
SERVICE PERIOD MARCH 2020

March Participation

Breakfast		Lunch	
Total Served	2,850	Total Served	6,185
Participation % of student body eating breakfast	37%	Participation % of student body eating lunch	81%

Current Free/Reduced Percentage

High/Middle School –38.70%

Elementary –41.04%

Meals served through the Seamless Summer Option during the Coronavirus Outbreak:

March 26-April 9 – 4,503 breakfast and 4,503 lunches.

The Board of Directors of the Northern Bedford County School District met on Tuesday, May 12, 2020 at 6:00 pm in Room 136 of the high school building in Loysburg, PA.

Due to COVID19 closures by Governor Tom Wolfe, the public meeting was held on a ZOOM online session in which the public and board were able to attend. The following board members were present: Steve Cottle, Chris Cronrath, John Eshelman, Chad Mickle, Mike Miller, David Potchak, Tammy Reasy, Ralph Scott, Randy Wiand. Also present were Mr. Todd B. Beatty, Superintendent; Mr. Michael O'Dellick High School Principal; Mr. Trevor Replogle, Elementary School Principal; Mr. Wayne Sherlock, Middle School Principal; Mrs. Lindsay Cherry, Special Education Supervisor; Ms. Teri Biddle, Business Manager/Board Secretary.

There were 9 registrants for the public viewing of the school board meeting.

1. Randy Wiand called the meeting to order.
2. Prayer and Pledge was given by John Eshelman.
3. Roll call with all members present.
4. Mr. Beatty, Superintendent, reviewed the agenda with the board.
5. There were no citizens who wished to recognize the board.
6. Communications read included a resignation from Terisha Mitchel, Varsity Volleyball Coach.
7. The following announcements were made: The June school board meeting will be held Tuesday, June 16, 2020 beginning at 6 pm in the high school building Room 136 dependent upon the status of State mandates due to COVID-19 at that time.
8. Mr. Eshelman moved, seconded by Mr. Cronrath, to approve the minutes from the April 14, 2020 school board meeting.
9. Presentation of the 2020/21 Preliminary Budget was given by Mr. Beatty.
10. Mr. Eshelman moved, seconded by Mr. Mickle, to accept the resignation of Terisha Mitchell as Varsity Volleyball Coach with all members present voting "yes".
11. Mr. Cronrath moved, seconded by Mr. Eshelman, to approve the Preliminary General Fund Budget for 2020/21.

Revenues 2020/21	Expenditures 2020/21	Deficit 2020/21
$13,614,527	$14,157,564	-$543,037

Local revenue from real estate tax of $2,951,016 is anticipated at 94 percent collection rate by the imposition of a real estate tax levy of not less than 8.575 per thousand dollars of assessed valuation as certified by the Bedford County tax assessor.

Other local levies and anticipated revenues are re-enacted as follows:

$5 per capita (Section 579 of the School Code)	$22,210
$5 per capita (Local Tax Enabling Act 511)	$14,800
One half of one percent (.5%) earned income/net profit	$525,000
Emergency Municipal Services Tax	$18,000
$10 flat rate occupation	$29,500
Realty Transfer at .5%	$35,000

Amusement Tax	$10,000
Transfer to Capital Reserve	$130,768
Estimated carryover from unreserved fund balance	-$543,037

12. Mr. Cottle nominated Chad Mickle, seconded by Chris Cronrath, as Board Treasurer in accordance with Sections 404 and 434 of the School Code. This is an unpaid position. All members present voted "yes".

13. Mr. Potchak moved, seconded by Mr. Eshelman, to do the following items as a consent motion with all members present voting "yes".
    - Approve a fuel adjustment to the 2019/20 Transportation Contract when school was not in session due to COVID19 shutdown per the attached document.

    - Approve a one year extension of the final year of the current Transportation Contract for the 2020/21 school year.

    - Approve the IU08 Reciprocal Activity pass for the 2020/21 school year.

    - Approve extended school year services thru IU08, Chestnut Ridge, Soaring Heights and Merakey beginning with the summer session preceding the 2020/21 school year.

    - Approve the members of the Class of 2020 for graduation contingent upon the satisfactory completion of all requirements set by the Commonwealth of Pennsylvania and the Northern Bedford County School District.

    - In compliance with Section 2401 of the School Code, approve Ritchey, Ritchey and Koontz to serve as the school auditor during the 2020/21 school year.

    - In compliance with Section 621 of the School Code, recommend approval of depositories for the school district as follows for the 2020/21 school year.

General Fund, Payroll, Food Service	M & T Bank
Athletic and Student Activity Funds	M & T Bank
Student Activity Fund CD	PA Local Gov't Investment Trust
Investment	PA Local Gov't Investment Trust

- Approve the following extended contract and supplemental contract days for the 2020/21 school year.

PROFESSIONAL EMPLOYEE	EXTENDED CONTRACT DAYS AT PER DIEM	SUPPLEMENTAL CONTRACT
Kay Kring	8	
James Over	8	
Pamela Brown	4	
Kenneth Dibert		$2,000
Starla Snyder	4	
Emily Swanseen	6	
Lewis Elias	2	
Teresa Crawford	6	

- Approve the following lunch and breakfast rates as recommended for 2020/21.

	Lunch	Breakfast
Elementary	$2.45	$1.20
Secondary	$2.55	$1.20
Adult	$3.70	$1.70

- Approve Panther Youth Football Association permission to use football facilities for the 2020 season, dependent on COVID19 restrictions. Facility use is requested August 1 – November 1, 2020 from 6-8 pm and on Saturdays 9 am – 4 pm.

- Approve the second and final reading the following policies.

117	Homebound Instruction
201	Admission of Students
204	Attendance
216 Attachment	Student Records
222	Tobacco/Nicotine
233	Suspension and Expulsion
626 Attachment	Procurement – Federal Program
707	Use of School Facilities
718	Service Animals in School
800 Attachment	Records Management
810.1	School Bus Drivers and School Commercial Motor Vehicle Drivers
904 Attachment	Public Behavior at School Events
904	Public Behavior at School Events

14. Mr. Mickle moved, seconded by Mr. Eshelman to approve the following reports and invoices with all members present voting "yes".

    Superintendent Report
    Financial Reports and Budgetary Transfers
    Approve payment of invoices

15. An update on Middle/High School Window Project by Superintendent to determine the block and panel color and update on debt options.
16. Mr. Mickle moved, seconded by Mr. Cottle to adjourn the meeting.

_____
Teri L. Biddle, Business Manager/Board Secretary

_____
Tammy Reasy, Board Treasurer

Eric Christopher Bowman
Sarah Grace Bowser
Brayden Drew Claycomb
Hunter Lane Corle
Eyziak Matthew Cottle
Calvin James Danilson
Elijah Paul Diehl
Brodi Allen Dietz
Laena Maria Dively
Marissa Jo Ebersole
Abbigail Cuthbert Fink
Lacey Danea Fleck
Alyssa Marie Foor
Phillip James Francis
Isaac Scott Garman
Nickalas Bryan Garner
Veronica Elizabeth Griffith
Sarah Jeanette Heck
Rebekah Joyce Helsel
Denae Iva Hershberger
Zoey Christina Horton
Tyler Johnathan Huff
Colby Jensen Imler
Noah Timothy Imler
Madison Olivia Johnson
Gretchen Lorraine Keith
Phillip Nicholas Kline
Steven Ronald Kline
Austin Adam Koontz
Thaddeus Lee Kraucz
Kianah Hope Lingenfelter
Keierra Rose Long
Kory Charles McNamara
Austin Cody Miller
Danielle Elizabeth Miller
Gabrianne Nicole Miller
Taylor Grace Miller
Jordan Eve Morral
Cameron Chase Newswanger
Madison Mae Nycum
Taylor Marie Nycum
Kelsey Grace Over
Dalton Gregory-Bryon Povich
Caleb Andrew Reasy
Allyson Marlene Ritchey
Morgan Layne Robison
Stephanie Michelle Runyon
Raeanna Leigh Shaulis
Ian Gerald Sherlock
Jayden Lynne Anne Skillings
Eric Glen Smith
Allie Lynea Snider
Alexas Marie Snyder
Jade Madison Snyder
Paige Marie Snyder
Kyler David States
Mary Diane Stenning
Joshua David Strayer
Alaina Nicole Stuckey
Tavian Andrew Walter
Alyx Andrea Weidler
Luke Steven Welsh
Lucas Adam Wentz
Thomas Richard Wickel
Luke Allen Wiedemann
Heyleigh Nycol Wilkins
Caleb Nicholas Williams
Abigail Rose Zelanko

Money paid to the bus contractors for 50 days with/without fuel cost included; local/state share represented

LEIDY

Bus/van total=	$140,897.00	Minus fuel cost =$18054.00	Equals	$122,843.00
State share=	$84,538.20		Equals	$73,705.80
Local share =	$56,358.80		Equals	$49,137.20
Subtract After three/school runs (13 days not scheduled in this period)			Minus	$1,967.48
Final total owed to Leidy's			Equals	$120,875.52

CARBAUGH

Bus/van total =	$96,560.50	Minus fuel cost = $11,857.00	Equals	$84,703.50
State share =	$57,336.30		Equals	$50,822.10
Local share =	$38,224.20		Equals	$31,881.40
Subtract After three/school runs (13 days not scheduled in this period)			Minus	$1,640.08
Final total owed to Carbaugh's			Equals	$83,063.42

Calculated as of March 12, 2020 with following rates:

Diesel 2.79/gal and 6 miles per gallon

Gas 2.85/gal and 15 miles per gallon

NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS



Administrative Reports

Superintendent Administrative Report

Todd Beatty
Superintendent

SUPERINTENDENT

CARES ACT

You may have heard of the Federal Coronavirus Aid, Relief, and Economic Security Act (CARES) money that is to be distributed to the States for distribution to the schools. Originally it was to be distributed based on Title 1 funding and then came guidance that private schools had to be considered for a percentage as well. The calculation of these funds must include what share of *all* students in the area attend private school, not just what share of low-income students do, including schools that did not previously participate in equitable services.

PASBO guidance on this money is BEWARE! It is not apparent is the extent to which any new federal funding may be offset by reductions in state funding. The amount of state funding that could be supplanted via the CARES Act could be $300 million in EXISTING state funding to potentially much more. We believe that it is certain that at least some of the new federal dollars, hopefully not all, will be offset by reductions in existing state funding.

It is interesting to note that based on the Title 1 concept, some cyber schools are scheduled to get over two million dollars in CARES money which is more than the five school districts in Bedford County are scheduled to receive combined with one half million to spare!

2020/21 NBCSD PRELIMINARY BUDGET

The preliminary 2020-2021 Northern Bedford school budget is on the agenda this month. Throughout May, until the final approval of the budget in June, the district will continue to refine the budgetary numbers. The budget will be available to the public during this time. From the initial budget, the administration has worked diligently to reduce the expenditures by more than $370,000 dollars in areas that will not significantly impact students while upgrading specific areas that have been determined to improve opportunities for our students PreK-12.

NBC STAFF APPRECIATION

We greatly appreciate our staff at NBC. They do a wonderful job for the NBC Family. With the COVID-19, our students have also been thrust into a learning curve as well and are making the best of it. Also, I want to extend many thanks to the parents for the work they have done to help with the education of their children many times after coming home from work themselves.

CONGRATULATIONS CLASS OF 2020

Finally, congratulations to the senior class of 2020. Your senior year was disrupted, but you have taken it in stride and have made the best of the situation. I wish you well in your future endeavors!

Cash Balances

Fiscal Year: 2019-2020

Date Range: 07/01/2019 - 04/30/2020

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
10.0101.000.000.00.00.00.000	GENERAL FUND CASH	4,782,934.16	12,400,152.14	12,886,627.01	4,296,459.29
10.0111.000.000.00.00.00.000	PLGIT - GENERAL FUND	4,600.02	1,000,000.00	0.00	1,004,600.02
10.0113.000.000.00.00.00.000	PSERS STABILIZATION FUND	1,933,334.43	0.00	0.00	1,933,334.43
31.0107.000.000.00.00.00.000	PLGIT - CAPITAL RESERVE	1,350,038.74	0.00	277,463.48	1,072,575.26
51.0102.000.000.00.00.00.000	FOOD SERVICE CASH	25,815.78	178,657.07	149,867.84	54,605.01
81.0106.000.000.00.00.00.000	ACTIVITY FUND CASH	58,355.78	128,308.57	124,404.49	62,259.86
81.0111.000.000.00.00.00.000	ACTIVITY FUND - CD -PSDLAF	75,268.06	648.22	0.00	75,916.28
		8,230,346.97	13,707,766.00	13,438,362.82	8,499,750.15

End of Report

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 04/15/2020 To Date: 05/12/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
2NDGEAR					
	61218	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$372.80
ACADIENCE LEARNING INC					
	61219	GENERAL FUND	INSTRUCTIONAL PROGRAMS	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$374.00
ACE FIX-IT HARDWARE OF EVERETT					
	61220	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$123.70
AGORA CYBER CHARTER SCHOOL					
	61221	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$967.90
APPALACHIA INTERMEDIATE UNIT 08					
	61222	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$53.82
	61222	GENERAL FUND	OTHER SUPPORT	PROFESSNL/ED - IU	$4,225.03
			Total for APPALACHIA INTERMEDIATE UNIT 08		$4,278.85
BATZEL, JEFFREY D					
	0	GENERAL FUND	ATHLETICS	TRAVEL/EXPENSES	$186.20
BEACH, MICHAEL					
	61146	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
BEDFORD SOMERSET HEALTH CONSORTIUM					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB HEALTH PREMIUMS	$4,635.02
	0	GENERAL FUND	OPERATION OF BUILDING SERVICE	MEDICAL INSURANCE	$502.95
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	MEDICAL INSURANCE	$120,592.49
			Total for BEDFORD SOMERSET HEALTH CONSORTIUM		$125,730.46
BEVERLY RITCHEY					
	61223	GENERAL FUND	TAX ASSESSMT COLLECTN SERVICE	POSTAGE	$6.39
BNY MELLON					
	0	GENERAL FUND	DEBT SERVICE FUND TRANSFERS	INTEREST - SERIAL BONDS	$75,168.75
	0	GENERAL FUND	DEBT SERVICE FUND TRANSFERS	SERIAL BONDS PRINCIPAL PAYMTS	$315,000.00

			Total for BNY MELLON		$390,168.75
BOGEL, WILLIAM					
	61147	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
BOLINGER, ANITA					
	61148	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
BOLLMAN, PATRICIA					
	61149	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
BOWMAN, GINGER					
	61150	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
BRAZLE, PAMELA					
	61151	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
BURKE, CLINT					
	61152	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
BYLER, BEN					
	61153	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
CALLIS, VERONICA					
	61154	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
CAMCO PHYSICAL AND OCCUPATIONAL THERAPY					
	61224	GENERAL FUND	OTHER SUPPORT	PROFESSIONAL ED SERVICES-OTHER	$3,053.40
CARBAUGH BUS LLC					
	0	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$16,772.84
CENTURYLINK					
	61217	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$991.79
CLAPPER, TRACY					
	61155	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
CLARK, RYAN					
	61156	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
COFFEY, GAIL					
	61157	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
COLLEGE, ADAM					

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	61158	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
COMMONWEALTH CHARTER ACADEMY					
	61225	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON PA CHARTER SCHOOLS	$4,085.62
	61225	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$2,903.79
			Total for COMMONWEALTH CHARTER ACADEMY		$6,989.41
CORLE, SHAWN					
	61159	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
COTTLE, STEVE					
	61160	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
CROWN BENEFITS ADMINISTRATION					
	61226	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB VISION/DENTAL PREMIUMS	$72.00
	61226	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	EYE CARE INSURANCE	$1,352.94
			Total for CROWN BENEFITS ADMINISTRATION		$1,424.94
CRYSTAL SPRINGS					
	61227	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$84.60
D & D WOOD SALES INC					
	61228	GENERAL FUND	OPERATION OF BUILDING SERVICE	OTHER FUELS	$4,049.24
DELTA DENTAL OF PA					
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	DENTAL INSURANCE	$7,900.00
DETWILER, ELIZABETH					
	61161	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
DIBERT, BRANDI JO					
	61162	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
DIEHL, WILLIAM					
	61163	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
DIVELY, DOUGLAS					
	61164	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00

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DODSON, LORRIE					
	61165	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
FORD, MAKENZIE					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$2,688.00
FP MAILING SOLUTIONS					
	0	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$1,000.00
FRANCES, JAMES					
	61166	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
GABLE, LORIE A					
	61167	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
GOCHNOUR, DODY					
	61168	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
GOCHNOUR, JUSTIN					
	61169	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
GRIMES, VALERIE					
	61170	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
GRINE, JULIE L					
	61171	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
HELSEL, LATISHA					
	61172	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
HIGGINS, JAMES					
	61173	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
HIGHMARK EDI					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	MEDICAL INSURANCE	$487.66
HILLEGAS, AMY					
	61174	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
HORTON, KURTIS					

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	61175	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
HUTTON, JENNIFER					
	61176	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
IMLER, CATHERINE					
	61177	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
J.C.EHRLICH CO., INC					
	61229	GENERAL FUND	OPERATION OF BUILDING SERVICE	EXTERMINATION SERVICES	$232.00
JANITORS SUPPLY INC					
	61230	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$497.42
KELLER, PAUL					
	61178	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
KICHMAN, JOHN					
	61179	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
KOCHARA, KRISTA					
	61180	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
KOLINCHAK, PATRICK					
	61181	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
KOONTZ, BRADLEY					
	61182	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
KOONTZ, MARK					
	61183	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
KOUNTRY KETTLE RESTAURANT & CATERING					
	61231	GENERAL FUND	BOARD SERVICES	TRAVEL/EXPENSES	$665.00
LEIDY TRANSPORTATION LLC					
	0	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$26,982.92
LONG, MATTHEW					
	61184	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
MARTIN, MATTHEW					

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	61185	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
MCKNIGHT, KAREN J					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$2,646.00
MCNAMARA, SHAWN					
	61186	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
MERAKEY PENNSYLVANIA					
	61232	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$3,144.77
	61232	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$3,296.53
			Total for MERAKEY PENNSYLVANIA		$6,441.30
MONTEJO, DIAZ, JULIE					
	61187	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
MORRIS, CORRIE					
	61188	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
MURPHY, BETH					
	61189	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
NBC ACTIVITY FUND					
	61233	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	MISCELLANEOUS EXPENDITURES	$75.21
NEW ENTERPRISE RURAL ELECTRIC					
	61234	GENERAL FUND	OPERATION OF BUILDING SERVICE	ELECTRICITY	$1,218.00
NULTON DIAGNOSTIC & TREATMENT CENTER					
	61235	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$605.00
O'DELLICK, MICHAEL C					
	0	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	TUITION REIMBURSEMENT	$2,772.00
O'NEAL, BRAD					
	61190	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
OVER, JAMES I					
	61191	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
PEARCE, MICHELLE					
	61192	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
PENELEC					
	0	GENERAL FUND	OPERATION OF BUILDING SERVICE	ELECTRICITY	$8,472.93
PENNA UNEMPLOYMENT COMPENSATION					
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	UNEMPLOYMENT COMPENSATION	$874.94
	0	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	DUES AND FEES	$10.30
			Total for PENNA UNEMPLOYMENT COMPENSATION		$885.24
PEPPLE, KIMBERLY					
	61193	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
POTE, SHAWM					
	61194	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
PYRAMID HEALTHCARE INC					
	61236	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$5,220.00
	61236	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$15,950.00
			Total for PYRAMID HEALTHCARE INC		$21,170.00
REED, J. BRADLEY					
	61195	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
RESH, SUSAN					
	61196	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
REYNOLDS, ARTHUR					
	61197	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
RICOH USA, INC					
	61237	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$0.00
	61237	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$29.44
	61237	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$5.19
	61237	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$0.00

			Total for RICOH USA, INC		$34.63
RISBON, WINIFRED					
	61198	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
RITCHEY, DARL					
	61199	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
RODGERS, KIMBERLY					
	61200	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
SHAULIS, JOHN					
	61201	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
SHAWLEY, MICHAEL					
	61202	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
SHERWIN-WILLIAMS CO					
	61238	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$2,952.10
SKILLINGS, MEGAN					
	61203	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
SMITH, FALLON					
	61204	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
SMITH, KEITH					
	61205	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
SMITH, RYAN					
	61206	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
SNIDER, RONALD					
	61207	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
SNYDER, STARLA J					
	0	GENERAL FUND	NURSING SERVICES	DUES AND FEES	$10.00
SOUTH WOODBURY TOWNSHIP					
	61239	GENERAL FUND	OPERATION OF BUILDING SERVICE	WATER/SEWAGE	$2,040.00
STEELE, CHRISTINA					
	61208	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
THE HITE COMPANY					

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	61240	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$157.50
THE PA CYBER CHARTER SCHOOL					
	61241	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$2,903.68
UNITED DATACOM NETWORKS, INC.					
	61242	GENERAL FUND	INSTRUCTIONAL PROGRAMS	EQUIP ORIG & ADD'NL	$60,479.57
	61242	GENERAL FUND	SYSTEM-WIDE TECHNOLOGY SERVICE	SUPPORT OF LEA'S TECH PLAN	$83.75
			Total for UNITED DATACOM NETWORKS, INC.		$60,563.32
VERIZON WIRELESS					
	61243	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$12.46
WAGNER, SUE					
	61209	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
WATERSIDE-LOYSBURG WATER SUPPLY					
	61244	GENERAL FUND	OPERATION OF BUILDING SERVICE	WATER/SEWAGE	$375.30
WEAVER'S SANITATION SVC, INC					
	61245	GENERAL FUND	OPERATION OF BUILDING SERVICE	DISPOSAL SERVICES	$810.00
WELLS FARGO VENDOR					
	61246	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$49.88
	61246	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$847.86
	61246	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$149.64
	61246	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$282.62
			Total for WELLS FARGO VENDOR		$1,330.00
WHITFIELD, COURTNEY					
	61210	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
WIEDEMANN, TODD					
	61211	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
WINGARD, MESSINA					
	61212	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
ZELLERS, KAREN					

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	61213	GENERAL FUND	INSTRUCTIONAL PROGRAMS	STUD TRANS SERV OTHR SOURCES	$27.00
			Total for GENERAL FUND		$713,338.94

Fund: 31 CAPITAL RESERVE PROJECTS FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
ALL AMERICAN ATHLETICS					
	0	CAPITAL RESERVE PROJECTS FUND	SITE IMPROVEMENT SERVICES	LAND AND IMPROVEMENTS	$8,375.00
ALLEGHENY MOUNTAIN RESEARCH, INC					
	0	CAPITAL RESERVE PROJECTS FUND	SITE IMPROVEMENT SERVICES	LAND AND IMPROVEMENTS	$400.00
CRABTREE ROHRBAUGH					
	0	CAPITAL RESERVE PROJECTS FUND	SITE IMPROVEMENT SERVICES	LAND AND IMPROVEMENTS	$2,644.33
			Total for CAPITAL RESERVE PROJECTS FUND		$11,419.33

Fund: 51 FOOD SERVICE

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
ANGELO PACIFICO AND SONS INC					
	17881	FOOD SERVICE	FOOD SERVICES	FOOD	$766.36
	17897	FOOD SERVICE	FOOD SERVICES	FOOD	$853.86
			Total for ANGELO PACIFICO AND SONS INC		$1,620.22
BEDFORD AREA SCHOOL DISTRICT					
	17898	FOOD SERVICE	FOOD SERVICES	FOOD	$1,883.64
CLAYCOMB, SHAWN					
	17899	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$39.30
CORLE, CLAY					
	17900	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$74.15
DANILSON, JENNIFER					
	17901	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$16.70
DIBERT, BRANDI JO					

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	17882	FOOD SERVICE	FOOD SERVICES	MISCELLANEOUS EXPENDITURES	$90.95
FOOR, DONALD					
	17902	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$40.95
IMLER'S POULTRY					
	17883	FOOD SERVICE	FOOD SERVICES	FOOD	$53.50
	17903	FOOD SERVICE	FOOD SERVICES	FOOD	$259.56
			Total for IMLER'S POULTRY		$313.06
IMLER, BECKY					
	17904	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$19.10
KEITH, JOHN					
	17905	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$8.00
KOONTZ, GREG					
	17906	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$113.80
LISLE, RACHEL					
	17907	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$54.35
MILLER, JOHN					
	17908	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$9.15
NBC GENERAL FUND					
	17884	FOOD SERVICE	FOOD SERVICES	TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$384.98
NYCUM, MARK					
	17909	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$23.80
OVER, KELLY					
	17910	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$12.85
P R F S D					
	17885	FOOD SERVICE	FOOD SERVICES	MISCELLANEOUS EXPENDITURES	$400.00
PENNA UNEMPLOYMENT COMPENSATION					
	0	FOOD SERVICE	FOOD SERVICES	WORKMEN'S COMPENSATION	$27.72
POVICH, GREG					

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	17911	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$44.60
QUEEN CITY F&P					
	17886	FOOD SERVICE	FOOD SERVICES	FOOD	$402.30
	17912	FOOD SERVICE	FOOD SERVICES	FOOD	$1,408.30
			Total for QUEEN CITY F&P		$1,810.60
REASY, CHRIS					
	17913	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$36.50
REED, J. BRADLEY					
	17914	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$164.80
RITCHEYS DAIRY INCORPORATED					
	17887	FOOD SERVICE	FOOD SERVICES	MILK	$3,170.41
	17887	FOOD SERVICE	FOOD SERVICES	SNACKS	$126.88
	17915	FOOD SERVICE	FOOD SERVICES	MILK	$6,942.37
			Total for RITCHEYS DAIRY INCORPORATED		$10,239.66
ROBINSON, MICHAEL					
	17916	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$36.90
RUNYON, STEVEN					
	17917	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$104.30
SNA					
	17918	FOOD SERVICE	FOOD SERVICES	MISCELLANEOUS EXPENDITURES	$17.00
STATES, SHAWN					
	17919	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$70.10
THOMAS, BARRY					
	17920	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$65.30
US FOODS					
	17888	FOOD SERVICE	FOOD SERVICES	FOOD	$4,198.53
	17888	FOOD SERVICE	FOOD SERVICES	SNACKS	$178.37
	17888	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$252.19

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Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	17921	FOOD SERVICE	FOOD SERVICES	FOOD	$10,496.80
	17921	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$653.16
			Total for US FOODS		$15,779.05
WALKER, DALE					
	17922	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$54.10
WALTER, ANDREW					
	17923	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$39.90
WILLIAMS, MANDY					
	17924	FOOD SERVICE	DAILY SALES-SCHL LUNCH PROGM	NON-CATEGORICAL	$82.00
			Total for FOOD SERVICE		$33,677.53

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
BAAS, ANDREW					
	39066	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$15.00
BAKER, MARK					
	39067	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$15.00
BEACH, JEFF					
	39068	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$45.00
BEACH, MICHAEL					
	39069	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$30.00
BEDFORD COUNTY FAIR BEEF COMMITTEE					
	39120	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$55.00
BERRRY, CALEB					
	39117	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$0.00
BERRY, CALEB					
	39119	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$500.00
BOLLMAN, PATRICIA					
	39070	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$60.00

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 04/15/2020 To Date: 05/12/2020

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
BRUMBAUGH, AMBER					
	39071	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$15.00
BURKE, CLINT					
	39072	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$15.00
BYLER, BEN					
	39073	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$30.00
BYWATER, CRYSTAL					
	39074	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$30.00
CLARK, TAMMY					
	39075	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$30.00
CLAYCOMB, SHAWN					
	39076	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$20.00
CLOUSE, BRIANNA D					
	39077	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$30.00
CONLEY, MICHAEL					
	39078	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$15.00
DETWILER, ELIZABETH					
	39079	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$60.00
DIEHL, TAMMY					
	39080	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$10.00
DIVELY, BRETT					
	39081	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$15.00
DOUGLAS, DUSTIN					
	39082	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$30.00
EBERSOLE, SONJA E					
	39083	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$30.00
ETIDES					
	0	ACTIVITY FUND	SALES TAX	NON-CATEGORICAL	$153.46
FOOR, DAN					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 04/15/2020 To Date: 05/12/2020

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	39121	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$76.00
FRANCES, JAMES					
	39084	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$15.00
GABLE, AARON					
	39116	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$20.00
GARMAN, JOEL					
	39085	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$15.00
GRIFFITH, KEITH					
	39086	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$45.00
HALL, RICHARD					
	39087	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$30.00
HELSEL, LATISHA					
	39088	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$15.00
HOUP, KERRI					
	39089	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$15.00
IMLER, RHIANNON					
	39090	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$15.00
KELLER, JEREMY					
	39091	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$15.00
KENNEDY, DELILIAH					
	39092	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$15.00
LONG, JOANNA					
	39093	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$35.00
LONG, MATTHEW					
	39094	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$50.00
MEMMESHEIMER, KAREN					
	39095	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$15.00
MILLER, THOMAS					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 04/15/2020 To Date: 05/12/2020

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	39096	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$30.00
MITCHELL, TERISHA					
	39097	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$15.00
MOCK, TIMOTHY					
	39098	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$20.00
MORRAL, BYRON					
	39099	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$15.00
MURPHY, BETH					
	39100	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$15.00
MUSSELMAN, JASON					
	39101	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$20.00
NBC FOOD PANTRY					
	39122	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$67.10
NBC GENERAL FUND					
	39118	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$200.00
	39123	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$3,431.25
			Total for NBC GENERAL FUND		$3,631.25
NYCUM, MARK					
	39102	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$30.00
PENSYL, CHARLES					
	39103	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$30.00
REYNOLDS, ARTHUR					
	39104	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$70.00
ROOTS IN THE COVE					
	39124	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$47.17
SMITH, FALLON					
	39105	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$65.00
SNIDER, RONALD					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 04/15/2020 To Date: 05/12/2020

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	39106	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$15.00
WA GREENHOUSE					
	39125	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$10.00
WAGNER, SUE					
	39107	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$15.00
WEAVER, ERIN					
	39108	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$35.00
WESTPHAL, JENNIFER					
	39109	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$15.00
WIDMANN, JESSICA					
	39110	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$35.00
WIEDEMANN, TODD					
	39111	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$30.00
WINGARD, MESSINA					
	39112	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$15.00
YEATTS, MARCUS					
	39113	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$35.00
ZELANKO, JOSHUA					
	39114	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$90.00
ZERBY, AUDRA					
	39115	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$15.00
			Total for ACTIVITY FUND		$5,944.98

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 04/15/2020 To Date: 05/12/2020

Grand Total: $764,380.78

Recap for FUND for GENERAL FUND		
10	GENERAL FUND	$713,338.94
31	CAPITAL RESERVE PROJECTS F	$11,419.33
51	FOOD SERVICE	$33,677.53
81	ACTIVITY FUND	$5,944.98

End of Report

General Ledger - FUND 10 - MAJOR OBJECT ONLY

Fiscal Year: 2019-2020 From Date: 7/1/2019 To Date: 4/30/2020

FUND / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
10 - GENERAL FUND						
100 - PERSONAL SERVICES - SALARIES	$6,119,602.95	$4,112,393.05	$4,112,393.05	$1,824,718.80	$182,491.10	2.98%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$4,326,658.62	$3,206,169.36	$2,294,105.60	$1,024,376.50	$1,008,176.52	23.30%
300 - PURCH PROFESS/TECH SERVICES	$581,679.95	$310,816.54	$310,816.54	$955.00	$269,908.41	46.40%
400 - PURCHASED PROPERTY SERVICES	$146,763.00	$88,815.48	$88,815.48	$7,941.05	$50,006.47	34.07%
500 - OTHER PURCHASED SERVICES	$1,475,964.79	$1,052,422.37	$1,052,422.37	$3,508.28	$420,034.14	28.46%
600 - SUPPLIES	$724,209.50	$506,109.40	$506,109.40	$86,305.46	$131,794.64	18.20%
700 - PROPERTY	$107,050.01	$19,567.70	$19,567.70	$146,862.22	($59,379.91)	-55.47%
800 - OTHER OBJECTS	$326,154.75	$147,075.62	$147,075.62	$1,591.00	$177,488.13	54.42%
900 - OTHER FINANCING USES	$552,243.75	$598,000.00	$598,000.00	$0.00	($45,756.25)	-8.29%
10 - GENERAL FUND Total:	$14,360,327.32	$10,041,369.52	$9,129,305.76	$3,096,258.31	$2,134,763.25	14.87%
Grand Total:	$14,360,327.32	$10,041,369.52	$9,129,305.76	$3,096,258.31	$2,134,763.25	14.87%

End of Report

General Ledger - FUND 10 MAJOR FUNCTION MAJOR OBJECT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:4/30/2020

FUND / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
10 - GENERAL FUND						
1000 - INSTRUCTION						
100 - PERSONAL SERVICES - SALARIES	$4,445,777.54	$2,857,997.88	$2,857,997.88	$1,474,569.43	$113,210.23	2.55%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$3,226,450.84	$2,125,390.35	$2,125,390.35	$818,796.23	$282,264.26	8.75%
300 - PURCH PROFESS/TECH SERVICES	$413,150.00	$194,953.38	$194,953.38	$200.00	$217,996.62	52.76%
400 - PURCHASED PROPERTY SERVICES	$43,000.00	$33,978.45	$33,978.45	$3,022.79	$5,998.76	13.95%
500 - OTHER PURCHASED SERVICES	$541,790.80	$281,797.15	$281,797.15	$525.00	$259,468.65	47.89%
600 - SUPPLIES	$303,273.01	$214,386.46	$214,386.46	$21,282.30	$67,604.25	22.29%
700 - PROPERTY	$53,000.01	$5,479.00	$5,479.00	$144,003.62	($96,482.61)	-182.04%
800 - OTHER OBJECTS	$22,171.00	$10,355.30	$10,355.30	$1,591.00	$10,224.70	46.12%
1000 - INSTRUCTION Total:	$9,048,613.20	$5,724,337.97	$5,724,337.97	$2,463,990.37	$860,284.86	9.51%
2000 - SUPPORTING SERVICES						
100 - PERSONAL SERVICES - SALARIES	$1,502,129.85	$1,122,869.19	$1,122,869.19	$321,095.39	$58,165.27	3.87%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$1,055,545.99	$792,813.99	$792,813.99	$194,295.20	$68,436.80	6.48%
300 - PURCH PROFESS/TECH SERVICES	$100,360.95	$73,753.47	$73,753.47	$0.00	$26,607.48	26.51%
400 - PURCHASED PROPERTY SERVICES	$94,253.00	$54,260.03	$54,260.03	$4,918.26	$35,074.71	37.21%
500 - OTHER PURCHASED SERVICES	$906,523.99	$749,861.86	$749,861.86	$2,983.28	$153,678.85	16.95%
600 - SUPPLIES	$385,986.49	$266,710.38	$266,710.38	$60,909.56	$58,366.55	15.12%
700 - PROPERTY	$12,000.00	$12,000.00	$12,000.00	$0.00	$0.00	0.00%
800 - OTHER OBJECTS	$29,130.00	$57,290.57	$57,290.57	$0.00	($28,160.57)	-96.67%
2000 - SUPPORTING SERVICES Total:	$4,085,930.27	$3,129,559.49	$3,129,559.49	$584,201.69	$372,169.09	9.11%
3000 - OPERAT NONINSTRUCTNL SERVICES						
100 - PERSONAL SERVICES - SALARIES	$171,695.56	$131,525.98	$131,525.98	$29,053.98	$11,115.60	6.47%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$44,266.81	$50,082.36	$50,082.36	$11,285.07	($17,100.62)	-38.63%
300 - PURCH PROFESS/TECH SERVICES	$68,169.00	$42,109.69	$42,109.69	$755.00	$25,304.31	37.12%
400 - PURCHASED PROPERTY SERVICES	$9,510.00	$577.00	$577.00	$0.00	$8,933.00	93.93%
500 - OTHER PURCHASED SERVICES	$27,650.00	$20,763.36	$20,763.36	$0.00	$6,886.64	24.91%
600 - SUPPLIES	$34,950.00	$25,012.56	$25,012.56	$4,113.60	$5,823.84	16.66%
700 - PROPERTY	$10,050.00	$2,088.70	$2,088.70	$2,858.60	$5,102.70	50.77%
800 - OTHER OBJECTS	$6,785.00	$4,261.00	$4,261.00	$0.00	$2,524.00	37.20%
3000 - OPERAT NONINSTRUCTNL SERVICES Total:	$373,076.37	$276,420.65	$276,420.65	$48,066.25	$48,589.47	13.02%
4000 - FACILTES ACQUIST/CONSTRUC SER						
700 - PROPERTY	$32,000.00	$0.00	$0.00	$0.00	$32,000.00	100.00%
4000 - FACILTES ACQUIST/CONSTRUC SER Total:	$32,000.00	$0.00	$0.00	$0.00	$32,000.00	100.00%
5000 - FINANCING USES						
800 - OTHER OBJECTS	$268,068.75	$75,168.75	$75,168.75	$0.00	$192,900.00	71.96%
900 - OTHER FINANCING USES	$552,243.75	$598,000.00	$598,000.00	$0.00	($45,756.25)	-8.29%

General Ledger - FUND 10 MAJOR FUNCTION MAJOR OBJECT

Fiscal Year: 2019-2020 From Date: 7/1/2019 To Date: 4/30/2020

FUND / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
5000 - FINANCING USES Total:	$820,312.50	$673,168.75	$673,168.75	$0.00	$147,143.75	17.94%
6000 - REVENUE FROM LOCAL SOURCES						
000 - NON-CATEGORICAL	($4,238,836.00)	($4,130,325.15)	($4,130,325.15)	$0.00	($108,510.85)	2.56%
6000 - REVENUE FROM LOCAL SOURCES Total:	($4,238,836.00)	($4,130,325.15)	($4,130,325.15)	$0.00	($108,510.85)	2.56%
7000 - REVENUE FROM STATE SOURCES						
000 - NON-CATEGORICAL	($9,343,029.11)	($7,198,485.10)	($7,198,485.10)	$0.00	($2,144,544.01)	22.95%
7000 - REVENUE FROM STATE SOURCES Total:	($9,343,029.11)	($7,198,485.10)	($7,198,485.10)	$0.00	($2,144,544.01)	22.95%
8000 - REVENUE FROM FEDERAL SOURCES						
000 - NON-CATEGORICAL	($344,851.00)	($208,574.93)	($208,574.93)	$0.00	($136,276.07)	39.52%
8000 - REVENUE FROM FEDERAL SOURCES Total:	($344,851.00)	($208,574.93)	($208,574.93)	$0.00	($136,276.07)	39.52%
10 - GENERAL FUND Total:	$433,216.23	($1,733,898.32)	($1,733,898.32)	$3,096,258.31	($929,143.76)	-214.48%
Grand Total:	$433,216.23	($1,733,898.32)	($1,733,898.32)	$3,096,258.31	($929,143.76)	-214.48%

End of Report

General Ledger - FUND 31 - CAPITAL RESERVE BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:5/13/2020

SUBJECT / FUNCTION / OBJECT	Range To Date	Year To Date
00 - NON CLASS SUBJT		
0107 - PLGIT - CAPITAL RESERVE		
000 - NON-CATEGORICAL	($286,238.48)	$1,063,800.26
0111 - ACTIVITY FUND CD		
000 - NON-CATEGORICAL	($2,644.33)	($2,644.33)
0770 - UNRESERVED FUND BALANCE		
000 - NON-CATEGORICAL	$0.00	($727,868.75)
0850 - UNASSIGNED FUND BALANCE		
000 - NON-CATEGORICAL	$0.00	($622,169.99)
4200 - SITE IMPROVEMENT SERVICES		
710 - LAND AND IMPROVEMENTS	$288,882.81	$288,882.81
00 - NON CLASS SUBJT Total:	$0.00	$0.00
Grand Total:	$0.00	$0.00

End of Report

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:4/30/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
00 - NON-INST BLD-DW						
3250 - ATHLETICS						
121 - REGULAR SALARIES	$20,000.00	$16,666.70	$16,666.70	$3,333.30	$0.00	0.00%
131 - REGULAR SALARIES	$35,385.00	$20,910.00	$20,910.00	$12,813.00	$1,662.00	4.70%
211 - MEDICAL INSURANCE	$0.00	$10.16	$10.16	$1,005.90	($1,016.06)	100.00%
212 - DENTAL INSURANCE	$0.00	($49.44)	($49.44)	$0.00	$49.44	100.00%
213 - LIFE INSURANCE	$0.00	$0.31	$0.31	$0.65	($0.96)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.38	$0.38	$0.80	($1.18)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.10)	($0.10)	$11.44	($11.34)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$4,236.98	$2,450.48	$2,450.48	$1,143.64	$642.86	15.17%
230 - RETIREMENT CONTRIBUTIONS	$3,588.45	$4,031.48	$4,031.48	$2,575.89	($3,018.92)	-84.13%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$1,649.41	$1,649.41	$1,104.42	($2,753.83)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$115.83	$115.83	$77.55	($193.38)	100.00%
260 - WORKMEN'S COMPENSATION	$304.66	$1,262.76	$1,262.76	$0.00	($958.10)	-314.48%
329 - PROFESSIONAL ED SERVICES-OTHER	$41,000.00	$17,333.33	$17,333.33	$0.00	$23,666.67	57.72%
432 - REPAIRS/MAINTENANCE EQUIPMENT	$0.00	$20.00	$20.00	$0.00	($20.00)	100.00%
519 - STUD TRANS SERV OTHR SOURCES	$25,000.00	$1,121.05	$1,121.05	$0.00	$23,878.95	95.52%
610 - SUPPLIES	$9,000.00	$3,718.68	$3,718.68	$0.00	$5,281.32	58.68%
00 - NON-INST BLD-DW Total:	$138,515.09	$69,241.03	$69,241.03	$22,066.59	$47,207.47	34.08%
60 - ALL SPORTS						
3250 - ATHLETICS						
580 - TRAVEL/EXPENSES	$700.00	$0.00	$0.00	$0.00	$700.00	100.00%
610 - SUPPLIES	$4,100.00	$2,992.49	$2,992.49	$0.00	$1,107.51	27.01%
810 - DUES AND FEES	$2,100.00	$895.00	$895.00	$0.00	$1,205.00	57.38%
60 - ALL SPORTS Total:	$6,900.00	$3,887.49	$3,887.49	$0.00	$3,012.51	43.66%
61 - BASEBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$190.00	$0.00	$0.00	$0.00	$190.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$14.54	$0.00	$0.00	$0.00	$14.54	100.00%
230 - RETIREMENT CONTRIBUTIONS	$65.15	$0.00	$0.00	$0.00	$65.15	100.00%
260 - WORKMEN'S COMPENSATION	$1.05	$0.00	$0.00	$0.00	$1.05	100.00%
331 - OFFICIALS	$1,810.00	$35.00	$35.00	$0.00	$1,775.00	98.07%
610 - SUPPLIES	$2,500.00	$2,423.30	$2,423.30	$2,848.05	($2,771.35)	-110.85%
761 - UNIFORMS	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
61 - BASEBALL Total:	$7,080.74	$2,458.30	$2,458.30	$2,848.05	$1,774.39	25.06%
62 - BOYS BASKETBALL						
3250 - ATHLETICS						

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:4/30/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
135 - PERSONNEL SERVICES	$11,725.00	$8,382.40	$8,382.40	$0.00	$3,342.60	28.51%
215 - EYE CARE INSURANCE	$0.00	($0.03)	($0.03)	$0.00	$0.03	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$896.98	$631.68	$631.68	$0.00	$265.30	29.58%
230 - RETIREMENT CONTRIBUTIONS	$1,527.62	$1,606.81	$1,606.81	$0.00	($79.19)	-5.18%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$1,175.54	$1,175.54	$0.00	($1,175.54)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$82.57	$82.57	$0.00	($82.57)	100.00%
260 - WORKMEN'S COMPENSATION	$64.51	$0.00	$0.00	$0.00	$64.51	100.00%
331 - OFFICIALS	$3,805.00	$4,874.00	$4,874.00	$390.00	($1,459.00)	-38.34%
332 - SECURITY	$448.00	$647.36	$647.36	$0.00	($199.36)	-44.50%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$3,139.16	$3,139.16	$0.00	($3,139.16)	100.00%
580 - TRAVEL/EXPENSES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
610 - SUPPLIES	$1,000.00	$596.16	$596.16	$0.00	$403.84	40.38%
810 - DUES AND FEES	$100.00	$75.00	$75.00	$0.00	$25.00	25.00%
62 - BOYS BASKETBALL Total:	$19,667.11	$21,210.65	$21,210.65	$390.00	($1,933.54)	-9.83%
63 - GIRLS BASKETBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$12,655.00	$14,310.00	$14,310.00	$0.00	($1,655.00)	-13.08%
213 - LIFE INSURANCE	$0.00	$3.30	$3.30	$0.00	($3.30)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.03)	($0.03)	$0.00	$0.03	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$968.12	$1,079.14	$1,079.14	$0.00	($111.02)	-11.47%
230 - RETIREMENT CONTRIBUTIONS	$2,786.07	$3,783.91	$3,783.91	$0.00	($997.84)	-35.82%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$1,031.66	$1,031.66	$0.00	($1,031.66)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$72.45	$72.45	$0.00	($72.45)	100.00%
260 - WORKMEN'S COMPENSATION	$69.62	$0.00	$0.00	$0.00	$69.62	100.00%
331 - OFFICIALS	$3,625.00	$3,895.00	$3,895.00	$255.00	($525.00)	-14.48%
332 - SECURITY	$448.00	$374.00	$374.00	$0.00	$74.00	16.52%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$1,895.05	$1,895.05	$0.00	($1,895.05)	100.00%
580 - TRAVEL/EXPENSES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
610 - SUPPLIES	$1,000.00	$759.14	$759.14	$195.00	$45.86	4.59%
810 - DUES AND FEES	$100.00	$100.00	$100.00	$0.00	$0.00	0.00%
63 - GIRLS BASKETBALL Total:	$21,751.81	$27,303.62	$27,303.62	$450.00	($6,001.81)	-27.59%
64 - Undesignated						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$300.00	$0.00	$0.00	$0.00	$300.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$22.95	$0.00	$0.00	$0.00	$22.95	100.00%
230 - RETIREMENT CONTRIBUTIONS	$102.87	$0.00	$0.00	$0.00	$102.87	100.00%
260 - WORKMEN'S COMPENSATION	$1.65	$0.00	$0.00	$0.00	$1.65	100.00%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:4/30/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
64 - Undesignated Total:	$427.47	$0.00	$0.00	$0.00	$427.47	100.00%
65 - FOOTBALL CHEERLEADERS						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$2,580.00	$2,630.00	$2,630.00	$0.00	($50.00)	-1.94%
212 - DENTAL INSURANCE	$0.00	$5.19	$5.19	$0.00	($5.19)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$197.38	$194.69	$194.69	$0.00	$2.69	1.36%
230 - RETIREMENT CONTRIBUTIONS	$884.69	$901.84	$901.84	$0.00	($17.15)	-1.94%
260 - WORKMEN'S COMPENSATION	$14.20	$0.00	$0.00	$0.00	$14.20	100.00%
331 - OFFICIALS	$0.00	($50.00)	($50.00)	$0.00	$50.00	100.00%
610 - SUPPLIES	$500.00	$500.00	$500.00	$0.00	$0.00	0.00%
810 - DUES AND FEES	$75.00	$75.00	$75.00	$0.00	$0.00	0.00%
65 - FOOTBALL CHEERLEADERS Total:	$4,251.27	$4,256.72	$4,256.72	$0.00	($5.45)	-0.13%
66 - WINTER CHEERLEADERS						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$2,130.00	$2,130.00	$2,130.00	$0.00	$0.00	0.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$162.95	$162.90	$162.90	$0.00	$0.05	0.03%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$682.44	$682.44	$0.00	($682.44)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$47.95	$47.95	$0.00	($47.95)	100.00%
260 - WORKMEN'S COMPENSATION	$11.72	$0.00	$0.00	$0.00	$11.72	100.00%
610 - SUPPLIES	$500.00	$348.50	$348.50	$0.00	$151.50	30.30%
810 - DUES AND FEES	$75.00	$75.00	$75.00	$0.00	$0.00	0.00%
66 - WINTER CHEERLEADERS Total:	$2,879.67	$3,446.79	$3,446.79	$0.00	($567.12)	-19.69%
67 - FOOTBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$24,675.00	$23,635.00	$23,635.00	$0.00	$1,040.00	4.21%
212 - DENTAL INSURANCE	$0.00	$4.84	$4.84	$0.00	($4.84)	100.00%
213 - LIFE INSURANCE	$0.00	$0.14	$0.14	$0.00	($0.14)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.08	$0.08	$0.00	($0.08)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.10)	($0.10)	$0.00	$0.10	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$1,887.67	$1,783.06	$1,783.06	$0.00	$104.61	5.54%
230 - RETIREMENT CONTRIBUTIONS	$5,669.86	$4,783.46	$4,783.46	$0.00	$886.40	15.63%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$2,970.88	$2,970.88	$0.00	($2,970.88)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$208.65	$208.65	$0.00	($208.65)	100.00%
260 - WORKMEN'S COMPENSATION	$135.75	$0.00	$0.00	$0.00	$135.75	100.00%
331 - OFFICIALS	$6,760.00	$6,735.00	$6,735.00	$0.00	$25.00	0.37%
332 - SECURITY	$1,260.00	$1,394.00	$1,394.00	$0.00	($134.00)	-10.63%
430 - REPAIRS & MAINTENANCE SERVCS	$5,500.00	$0.00	$0.00	$0.00	$5,500.00	100.00%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:4/30/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$3,053.86	$3,053.86	$0.00	($3,053.86)	100.00%
580 - TRAVEL/EXPENSES	$50.00	$0.00	$0.00	$0.00	$50.00	100.00%
610 - SUPPLIES	$4,200.00	$3,673.82	$3,673.82	$0.00	$526.18	12.53%
761 - UNIFORMS	$2,350.00	$2,088.70	$2,088.70	$0.00	$261.30	11.12%
810 - DUES AND FEES	$550.00	$550.00	$550.00	$0.00	$0.00	0.00%
67 - FOOTBALL Total:	$53,038.28	$50,881.39	$50,881.39	$0.00	$2,156.89	4.07%
68 - BOYS SOCCER						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$7,650.00	$5,145.00	$5,145.00	$0.00	$2,505.00	32.75%
212 - DENTAL INSURANCE	$0.00	$0.40	$0.40	$0.00	($0.40)	100.00%
213 - LIFE INSURANCE	$0.00	$0.28	$0.28	$0.00	($0.28)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.35	$0.35	$0.00	($0.35)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.01)	($0.01)	$0.00	$0.01	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$585.24	$559.87	$559.87	$0.00	$25.37	4.33%
230 - RETIREMENT CONTRIBUTIONS	$2,132.84	$2,065.97	$2,065.97	$0.00	$66.87	3.14%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$458.20	$458.20	$0.00	($458.20)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$32.20	$32.20	$0.00	($32.20)	100.00%
260 - WORKMEN'S COMPENSATION	$42.09	$0.00	$0.00	$0.00	$42.09	100.00%
331 - OFFICIALS	$735.00	$1,090.00	$1,090.00	$0.00	($355.00)	-48.30%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$1,233.71	$1,233.71	$0.00	($1,233.71)	100.00%
610 - SUPPLIES	$800.00	$456.31	$456.31	$0.00	$343.69	42.96%
68 - BOYS SOCCER Total:	$11,945.17	$11,042.28	$11,042.28	$0.00	$902.89	7.56%
69 - GIRLS SOCCER						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$4,230.00	$4,265.00	$4,265.00	$0.00	($35.00)	-0.83%
212 - DENTAL INSURANCE	$0.00	$1.27	$1.27	$0.00	($1.27)	100.00%
213 - LIFE INSURANCE	$0.00	$0.25	$0.25	$0.00	($0.25)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.31	$0.31	$0.00	($0.31)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.01)	($0.01)	$0.00	$0.01	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$323.60	$312.99	$312.99	$0.00	$10.61	3.28%
230 - RETIREMENT CONTRIBUTIONS	$102.87	$1,426.50	$1,426.50	$0.00	($1,323.63)	-1286.70%
260 - WORKMEN'S COMPENSATION	$23.27	$0.00	$0.00	$0.00	$23.27	100.00%
331 - OFFICIALS	$875.00	$1,670.00	$1,670.00	$0.00	($795.00)	-90.86%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$984.94	$984.94	$0.00	($984.94)	100.00%
610 - SUPPLIES	$600.00	$2,486.86	$2,486.86	$0.00	($1,886.86)	-314.48%
761 - UNIFORMS	$2,800.00	$0.00	$0.00	$0.00	$2,800.00	100.00%
69 - GIRLS SOCCER Total:	$8,954.74	$11,148.11	$11,148.11	$0.00	($2,193.37)	-24.49%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:4/30/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
70 - SOFTBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$190.00	$0.00	$0.00	$0.00	$190.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$14.54	$0.00	$0.00	$0.00	$14.54	100.00%
230 - RETIREMENT CONTRIBUTIONS	$65.15	$0.00	$0.00	$0.00	$65.15	100.00%
260 - WORKMEN'S COMPENSATION	$1.05	$0.00	$0.00	$0.00	$1.05	100.00%
331 - OFFICIALS	$2,030.00	$0.00	$0.00	$0.00	$2,030.00	100.00%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$44.40	$44.40	$0.00	($44.40)	100.00%
610 - SUPPLIES	$2,500.00	$924.50	$924.50	$1,000.00	$575.50	23.02%
761 - UNIFORMS	$400.00	$0.00	$0.00	$2,183.40	($1,783.40)	-445.85%
70 - SOFTBALL Total:	$5,200.74	$968.90	$968.90	$3,183.40	$1,048.44	20.16%
71 - TRACK						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$3,700.00	$1,250.00	$1,250.00	$0.00	$2,450.00	66.22%
213 - LIFE INSURANCE	$0.00	$1.53	$1.53	$0.00	($1.53)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$1.92	$1.92	$0.00	($1.92)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$283.05	$91.59	$91.59	$0.00	$191.46	67.64%
230 - RETIREMENT CONTRIBUTIONS	$1,268.73	$428.65	$428.65	$0.00	$840.08	66.21%
260 - WORKMEN'S COMPENSATION	$20.35	$0.00	$0.00	$0.00	$20.35	100.00%
331 - OFFICIALS	$1,855.00	$0.00	$0.00	$0.00	$1,855.00	100.00%
610 - SUPPLIES	$3,000.00	$3,304.45	$3,304.45	$70.55	($375.00)	-12.50%
761 - UNIFORMS	$2,000.00	$0.00	$0.00	$675.20	$1,324.80	66.24%
810 - DUES AND FEES	$1,200.00	$260.00	$260.00	$0.00	$940.00	78.33%
71 - TRACK Total:	$13,327.13	$5,338.14	$5,338.14	$745.75	$7,243.24	54.35%
72 - VOLLEYBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$7,313.00	$7,159.00	$7,159.00	$0.00	$154.00	2.11%
212 - DENTAL INSURANCE	$0.00	$3.24	$3.24	$0.00	($3.24)	100.00%
213 - LIFE INSURANCE	$0.00	$1.71	$1.71	$0.00	($1.71)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$1.74	$1.74	$0.00	($1.74)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.13)	($0.13)	$0.00	$0.13	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$559.45	$541.51	$541.51	$0.00	$17.94	3.21%
230 - RETIREMENT CONTRIBUTIONS	$1,304.05	$802.04	$802.04	$0.00	$502.01	38.50%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$1,544.30	$1,544.30	$0.00	($1,544.30)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$108.50	$108.50	$0.00	($108.50)	100.00%
260 - WORKMEN'S COMPENSATION	$40.23	$0.00	$0.00	$0.00	$40.23	100.00%
331 - OFFICIALS	$2,230.00	$2,490.00	$2,490.00	$0.00	($260.00)	-11.66%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date: 7/1/2019 To Date: 4/30/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$1,746.85	$1,746.85	$0.00	($1,746.85)	100.00%
610 - SUPPLIES	$500.00	$552.54	$552.54	$0.00	($52.54)	-10.51%
810 - DUES AND FEES	$285.00	$305.00	$305.00	$0.00	($20.00)	-7.02%
72 - VOLLEYBALL Total:	$12,231.73	$15,256.30	$15,256.30	$0.00	($3,024.57)	-24.73%
73 - WRESTLING						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$12,647.00	$12,135.00	$12,135.00	$0.00	$512.00	4.05%
211 - MEDICAL INSURANCE	$0.00	($0.17)	($0.17)	$0.00	$0.17	100.00%
212 - DENTAL INSURANCE	$0.00	($1.39)	($1.39)	$0.00	$1.39	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.02)	($0.02)	$0.00	$0.02	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$967.51	$924.44	$924.44	$0.00	$43.07	4.45%
230 - RETIREMENT CONTRIBUTIONS	$1,662.03	$1,486.50	$1,486.50	$0.00	$175.53	10.56%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$2,499.13	$2,499.13	$0.00	($2,499.13)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$175.49	$175.49	$0.00	($175.49)	100.00%
260 - WORKMEN'S COMPENSATION	$69.57	$0.00	$0.00	$0.00	$69.57	100.00%
331 - OFFICIALS	$840.00	$1,282.00	$1,282.00	$110.00	($552.00)	-65.71%
332 - SECURITY	$448.00	$340.00	$340.00	$0.00	$108.00	24.11%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$2,425.45	$2,425.45	$0.00	($2,425.45)	100.00%
580 - TRAVEL/EXPENSES	$1,700.00	$1,405.41	$1,405.41	$0.00	$294.59	17.33%
610 - SUPPLIES	$500.00	$478.89	$478.89	$0.00	$21.11	4.22%
810 - DUES AND FEES	$2,300.00	$1,926.00	$1,926.00	$0.00	$374.00	16.26%
73 - WRESTLING Total:	$21,134.11	$25,076.73	$25,076.73	$110.00	($4,052.62)	-19.18%
Grand Total:	$327,305.06	$251,516.45	$251,516.45	$29,793.79	$45,994.82	14.05%

End of Report

Student Activities Summary Report

Fiscal Year: 2019-2020

From: 7/1/2019 To: 5/31/2020

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
000 NON-CLASS BYJOB	133,355.78	(46.40)	(133,355.78)	(46.40)	.00	(46.40)
000 NON-CLASS BYJOB	133,355.78	(46.40)	(133,355.78)	(46.40)	.00	(46.40)
105 FOOTBALL CHEERLEADERS	.00	.00	1,058.27	1,058.27	(460.00)	598.27
106 WINTER CHEERLEADERS	.00	.00	603.09	603.09	.00	603.09
107 POP MACHINE	.00	.00	7,706.43	7,706.43	(75.83)	7,630.60
141 CLASS OF 2016	.00	.00	.00	.00	.00	.00
142 CLASS OF 2017	.00	.00	.00	.00	.00	.00
144 CLASS OF 2018	.00	.00	.00	.00	.00	.00
145 CLASS OF 2019	.00	.00	.00	.00	.00	.00
146 CLASS OF 2020	.00	.00	1,899.17	1,899.17	(126.00)	1,773.17
147 CLASS OF 2021	.00	.00	1,340.01	1,340.01	.00	1,340.01
148 CLASS OF 2022	.00	.00	454.98	454.98	.00	454.98
149 CLASS OF 2023	.00	.00	2,423.89	2,423.89	.00	2,423.89
150 CLASS OF 2024	.00	.00	7,140.20	7,140.20	.00	7,140.20
151 CLASS OF 2025	.00	.00	1,685.11	1,685.11	.00	1,685.11
152 CLASS OF 2026	.00	.00	1,224.70	1,224.70	.00	1,224.70
199 STUDENT BODY	268.06	.00	9,327.62	9,595.68	.00	9,595.68
199 STUDENT BODY	268.06	.00	9,327.62	9,595.68	.00	9,595.68
200 PROFESSNL-EDUC	.00	.00	.00	.00	(1,205.00)	(1,205.00)
201 BAND	.00	.00	775.23	775.23	(79.60)	695.63
210 CHORUS	.00	.00	8,329.51	8,329.51	(44.55)	8,284.96
211 MEISTERSINGERS	.00	.00	.00	.00	.00	.00
213 PANTHER SHOW CHOIR	.00	.00	1,488.37	1,488.37	.00	1,488.37

Student Activities Summary Report

Fiscal Year: 2019-2020

From: 7/1/2019 To: 5/31/2020

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
214 PB & J	.00	.00	.00	.00	.00	.00
220 CONSERVATION	.00	.00	.00	.00	.00	.00
230 FBLA	.00	.00	4,944.13	4,944.13	(648.00)	4,296.13
240 FFA	.00	.00	5,236.05	5,236.05	.00	5,236.05
241 FFA DICK RICE GRADUATION AWARD	.00	.00	1,550.00	1,550.00	.00	1,550.00
250 FCCLA	.00	.00	1,043.85	1,043.85	.00	1,043.85
260 HORT CLUB	.00	.00	5,473.18	5,473.18	(2,061.74)	3,411.44
270 NAT'L HONOR SOC	.00	.00	581.54	581.54	.00	581.54
275 SHOOTING CLUB	.00	.00	3.73	3.73	.00	3.73
278 NBC AUTO CLUB	.00	.00	3,151.51	3,151.51	(572.00)	2,579.51
279 ANGELS AMONG US	.00	.00	3,446.87	3,446.87	.00	3,446.87
280 PANTHER PURSE	.00	.00	4,615.54	4,615.54	.00	4,615.54
295 SADD	.00	.00	1,344.74	1,344.74	.00	1,344.74
300 SKI CLUB	.00	.00	1,039.19	1,039.19	.00	1,039.19
310 STUDENT COUNCIL	.00	.00	4.52	4.52	.00	4.52
320 TSA CLUB	.00	.00	253.72	253.72	.00	253.72
330 VARSITY CLUB	.00	.00	673.16	673.16	.00	673.16
340 YEARBOOK CLUB	.00	.00	24,841.66	24,841.66	.00	24,841.66
342 PANTHER PARADISE	.00	.00	7,238.22	7,238.22	.00	7,238.22
345 NBC DANCE-A-THON	.00	.00	11,129.51	11,129.51	(1,405.00)	9,724.51
346 ARCHERY CLUB	.00	.00	1,502.97	1,502.97	.00	1,502.97
347 SPANISH CLUB	.00	.00	273.66	273.66	.00	273.66
348 INTERACT CLUB	.00	.00	.00	.00	.00	.00

Student Activities Summary Report

Fiscal Year: 2019-2020

From: 7/1/2019 To: 5/31/2020

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
350 MS ANNUAL CLUB	.00	.00	9,433.20	9,433.20	.00	9,433.20
360 BOX TOPS FOR EDUCATION	.00	.00	1,210.58	1,210.58	.00	1,210.58
361 HS STUDENT PRIDE	.00	.00	2,162.43	2,162.43	(70.00)	2,092.43
362 MS STUDENT PRIDE	.00	.00	2,458.64	2,458.64	(32.00)	2,426.64
400 ODYSSEY OF THE MIND	.00	.00	.00	.00	.00	.00
410 STUDENT TEACHER	.00	.00	250.00	250.00	.00	250.00
GRAND TOTALS	267,247.68	(92.80)	(118,064.76)	149,090.12	(6,779.72)	142,310.40

End of Report

General Ledger - FUND 51 - FOOD SERVICE - BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:4/30/2020

FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance
0102 - FOOD SERVICE CASH					
000 - NON-CATEGORICAL	$0.00	$28,789.23	$54,605.01	$0.00	($54,605.01)
0402 - INTERFUND ACCOUNTS PAYABLE					
000 - NON-CATEGORICAL	$0.00	($90,430.82)	($134,206.62)	$0.00	$134,206.62
0462 - PAYROLL DEDUCT. & WITHHOLDINGS					
213 - LIFE INSURANCE	$0.00	$3,880.00	$3,880.00	$0.00	($3,880.00)
215 - EYE CARE INSURANCE	$0.00	$4,039.18	$4,039.18	$0.00	($4,039.18)
0740 - UNRESERVED RETAINED EARNING					
000 - NON-CATEGORICAL	$0.00	$0.00	($8,978.16)	$0.00	$8,978.16
0850 - UNASSIGNED FUND BALANCE					
000 - NON-CATEGORICAL	$0.00	$0.00	$26,938.18	$0.00	($26,938.18)
3100 - FOOD SERVICES					
150 - OFFICE/CLERICAL	$0.00	$16,073.84	$16,073.84	$8,509.76	($24,583.60)
190 - INSTRUCTIONAL ASST	$0.00	$174,324.07	$174,324.07	$26,742.95	($201,067.02)
211 - MEDICAL INSURANCE	$0.00	$39,450.60	$39,450.60	$11,065.50	($50,516.10)
212 - DENTAL INSURANCE	$0.00	($232.48)	($232.48)	$237.60	($5.12)
213 - LIFE INSURANCE	$0.00	$344.36	$344.36	$80.40	($424.76)
214 - INCOME PROTECTION INSURANCE	$0.00	$259.12	$259.12	$67.75	($326.87)
215 - EYE CARE INSURANCE	$0.00	($31.36)	($31.36)	$88.16	($56.80)
220 - SOCIAL SECURITY CONTRIBUTIONS	$0.00	$14,263.51	$14,263.51	$2,644.92	($16,908.43)
230 - RETIREMENT CONTRIBUTIONS	$0.00	$63,596.69	$63,596.69	$11,931.74	($75,528.43)
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$1,676.71	$1,676.71	$156.36	($1,833.07)
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$6.90	$6.90	$0.00	($6.90)
260 - WORKMEN'S COMPENSATION	$0.00	$27.72	$27.72	$0.00	($27.72)
291 - RETIREMENT PAYMENTS	$0.00	$9,000.00	$9,000.00	$0.00	($9,000.00)
430 - REPAIRS & MAINTENANCE SERVCS	$0.00	$3,667.72	$3,667.72	$0.00	($3,667.72)
610 - SUPPLIES	$0.00	$8,976.74	$8,976.74	$2,223.15	($11,199.89)
630 - FOOD	$0.00	$1,314.43	$1,314.43	$0.00	($1,314.43)
631 - FOOD	$0.00	$86,866.36	$86,866.36	$0.00	($86,866.36)
632 - MILK	$0.00	$36,110.89	$36,110.89	$0.00	($36,110.89)
634 - SNACKS	$0.00	$6,169.63	$6,169.63	$0.00	($6,169.63)
650 - TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$0.00	$784.98	$784.98	$0.00	($784.98)
890 - MISCELLANEOUS EXPENDITURES	$0.00	$1,970.19	$1,970.19	$0.00	($1,970.19)
3310 - SUMMER RECREATION					
890 - MISCELLANEOUS EXPENDITURES	$0.00	$1,278.06	$1,278.06	$0.00	($1,278.06)
6510 - INT INVEST & INT-BEAR CK ACCT					
000 - NON-CATEGORICAL	$0.00	($12.24)	($12.24)	$0.00	$12.24

General Ledger - FUND 51 - FOOD SERVICE - BOARD REPORT

Fiscal Year: 2019-2020 From Date: 7/1/2019 To Date: 4/30/2020

FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance
6611 - DAILY SALES-SCHL LUNCH PROGM					
000 - NON-CATEGORICAL	$0.00	($143,344.12)	($143,344.12)	$0.00	$143,344.12
6614 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($16,999.10)	($16,999.10)	$0.00	$16,999.10
6621 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($11,923.10)	($11,923.10)	$0.00	$11,923.10
6630 - SPECIAL FUNCTIONS					
000 - NON-CATEGORICAL	$0.00	($4,849.34)	($4,849.34)	$0.00	$4,849.34
6990 - MISCELLANEOUS REVENUE					
000 - NON-CATEGORICAL	$0.00	$1,199.67	$1,199.67	$0.00	($1,199.67)
7610 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($4,041.30)	($4,041.30)	$0.00	$4,041.30
7611 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($12,275.58)	($12,275.58)	$0.00	$12,275.58
8530 - CHILD NUTRITION PROGRAM					
000 - NON-CATEGORICAL	$0.00	($60,773.94)	($60,773.94)	$0.00	$60,773.94
8531 - SUBSDY MILK,LUNCH,BRKFAST PRO					
000 - NON-CATEGORICAL	$0.00	($159,157.22)	($159,157.22)	$0.00	$159,157.22
Grand Total:	$0.00	$0.00	$0.00	$63,748.29	($63,748.29)

End of Report

The Board of Directors of the Northern Bedford County School District met on Tuesday, June 16, 2020 at 6:00 pm in Room 136 of the high school building in Loysburg, PA.

The following board members were present: Steve Cottle, Chris Cronrath, John Eshelman, Chad Mickle, Mike Miller, David Potchak, Tammy Reasy, Ralph Scott, Randy Wiand. Mrs. Reasy, Mr. Potchak and Mr. Scott attended via a Zoom connection. Also present were Mr. Todd B. Beatty, Superintendent; Mr. Michael O'Dellick High School Principal; Mr. Trevor Replogle, Elementary School Principal; Mr. Wayne Sherlock, Middle School Principal; Mrs. Lindsay Cherry, Special Education Supervisor; Ms. Teri Biddle, Business Manager/Board Secretary. Mr. Christopher Bamber, PFM, Mr. Joseph Pierce and Ms. Laura Kurtz from Eckert Seamans Cherin & Mellott, LLC attended via the Zoom Connection.

1. Randy Wiand called the meeting to order.
2. Prayer and Pledge was given by Chad Mickle.
3. Roll call with all members present.
4. Mr. Beatty, Superintendent, reviewed the agenda with the board.
5. There were no citizens who wished to recognize the board.
6. Communications read included a resignation from Lisa Clapper as After 3 Instructional Aide; resignation of Paulette Baur as Grade 5 Elementary teacher; resignation from Chad Fatula as Secondary Custodian.
7. The following announcements were made: There will be no July school board meeting. The August school board meeting will be held Tuesday, August 11, 2020 beginning at 6 pm in the high school building Room 136.
8. Recognition by the board that Nicole Abbott is a deputized tax collector working with Shirley Mellott for Hopewell Township Tax Collector due to the upcoming resignation of Shirley Mellott as of December 31, 2020.
9. Mr. Eshelman moved, seconded by Mr. Cronrath, to approve the minutes from the May 12, 2020 school board meeting.
10. Recognition of the Presidential Award Recipients.
11. Recognition of the 2019/20 Student Representative Ian Sherlock.
12. Presentation of Financing Options for the MS/HS Window project by Chris Bamber from PFM.
13. Mr. Mickle moved, seconded by Mr. Eshelman, to approve the Preliminary General Fund Budget for 2020/21.

Revenues 2020/21	Expenditures 2020/21	Deficit 2020/21
$13,574,535	$14,157,564	-$583,029

Local revenue from real estate tax of $2,951,016 is anticipated at 94 percent collection rate by the imposition of a real estate tax levy of not less than 8.575 per thousand dollars of assessed valuation as certified by the Bedford County tax assessor.

Other local levies and anticipated revenues are re-enacted as follows:

$5 per capita (Section 579 of the School Code)	$22,210
$5 per capita (Local Tax Enabling Act 511)	$14,800
One half of one percent (.5%) earned income/net profit	$525,000
Emergency Municipal Services Tax	$18,000

$10 flat rate occupation	$29,500
Realty Transfer at .5%	$35,000
Amusement Tax	$10,000
Transfer to Capital Reserve	$130,768
Estimated carryover from unreserved fund balance	-$583,029

14. Mr. Mickle moved, seconded by Mr. Cronrath, to approve and adopt that certain Resolution now before the Board authorizing, *inter alia*, issuance of the School District's General Obligation Note, Series of 2020 (the "Note") in the maximum principal amount of $3,000,000;application of the proceeds to fund all or a portion of that certain Capital Project defined therein; acceptance of a proposal for the purchase of the Note from Somerset Trust Company (the "Purchaser"); pledging the full faith, credit and taxing power of the School District to secure the debt evidenced by the Note; authorizing and directing School Board officers, administration officials and solicitor, financial advisor, and bond counsel, as well as the Purchaser, to undertake such actions as are deemed necessary and proper to effectuate the sale and issuance of the Note. Vote was 8-1 with Mrs. Reasy voting "no".
15. Mr. Mickle moved, seconded by Mr. Cottle, to do the following items as a Consent motion with all members present voting "yes".
    - Recommend adoption of a resolution to allow taxpayers with homestead/farmstead property approved pursuant to Section 341 of Act 1 to be eligible to pay school property taxes in installments and to receive a homestead/farmstead exemption for property tax relief money received from the State Commonwealth. This resolution sets the exclusion amount for 1,817 qualified homesteads and 116 farmsteads at $169.59. This sets the exclusion amount of assessed value at $19,775 per qualified parcel.

    - Per the requirements of the GASB 54 effective July 1, 2020 for the 2020/21 fiscal year's PDE 2028 Budget submission, the PSERS Stabilization fund is an Assigned fund balance totaling $1,926,006. These funds are assigned for the payment of PSER payments. The following chart shows a breakdown of Committed Fund Balances of $1,496,000. Total Committed and Assigned fund balance is $3,422,006. The breakdown of this fund balance is as follows:

Committed Fund Balance for Accumulated Sick Leaves	$375,000
Committed Fund Balance for Capital Projects	$871,000
Committed Technology Plan	$250,000
Total Committed Fund Balance	$1,496,000
Total Assigned Fund Balance	$1,926,006
Total Committed and Assigned	$3,422,006

- Approve the first reading of the following policies.

Policy 006.1	Attendance at Meetings Via Electronic Communications
Policy 335 ATTACH	Families First Coronavirus Response Act
Policy 335 ATTACH	FFCRA Poster English
Policy 335 ATTACH	FFCRA Poster Spanish
Policy 301	Creating a Position
Policy 302	Employment of Superintendent/Assistant Superintendent
Policy 304	Employment of District Staff
Policy 305	Employment of Substitutes
Policy 306	Employment of Summer School Staff
Policy 307	Student Teachers/Interns
Policy 308	Employment Contract
Policy 309	Assignment and Transfer
Policy 311	Reduction of Staff
Policy 312	Evaluation of Superintendent
Policy 313	Evaluation of Employees
Policy 314	Physical Examination
Policy 314.1	HIV Infection
Policy 323	Tobacco and Vaping Products

- Approve mentors for the new teachers as assigned by Administration.

- Approve a revised school calendar as attached for the 2020/21 school year.

- Approve to extend the summer lunch program through the month of June 2020 with the last disbursement on June 23, 2020.

- Approve retroactively the installation of a back stop at the Athletic practice field by Craig Fencing at no cost to the school district.

- Approve re-structuring the Middle/High School Library to allow the creation of an additional classroom for a STEM lab.

- Approve administration to apply for the maximum allowable of 5 Flexible Instruction Days from the Pennsylvania Department of Education.

- Approve the 2020/21 – 2022/23 Special Education Plan for the Northern Bedford County School District.
- Approve the following as bona fide volunteers for the positions listed at the nominal payment for 2020/21 as recommended by the Administration. The classification may be subject to further clarification upon solicitor's recommendations.

Black, Garry	Head Varsity Football Coach	$4,430
Cherry, Ryan	Assistant Varsity Football Coach	$2,530
Reed, Rob	Assistant Varsity Football Coach	$2,670
Gable, Kevin	Assistant Varsity Football Coach	$2,670
Reffner, Corey	Assistant Varsity Football Coach	$3,125

Crawford, Barry	Head Junior High Football Coach	$4,140
Foor, Tom	Assistant junior High Football Coach	$1,630
Musselman, Kristi	Head Football Cheerleader Coach	$1,710
Cherry, Lindsay	Assistant Football Cheerleader Coach	$1,010
Clouse, Brianna	Head Junior High Volleyball Coach	$1,520
Miller, Hannah	Assistant Junior High Volleyball Coach	$1,060
Sherlock, Wayne	Cross Country Coach	$1,310
Yeatts, Marcus	Head Varsity Boys Soccer Coach	$3,670
Musselman, Caleb	Co-Assistant Varsity Boys Soccer Coach	$760
Bequeath, Jonas	Co-Assistant Varsity Boys Soccer Coach	$730
Zanella, Barb	Head Varsity Girls Soccer Coach	$2,720
TBA	Assistant Varsity Girls Soccer Coach	
Horton, Brandon	Assistant Co-ED MS Soccer Coach	$1,370
Lawton, Kevin	Assistant Co-ED MS Soccer Coach	$1,060
Weidler, Kelly	Band Front Advisor	$1,320.84
TBA	Assistant Varsity Volleyball Coach	

- Approve Administration to fill vacant positions as necessary during the summer months and to make recommendations for approval at the August board meeting.

- Authorize payment of all necessary bills and execution of necessary transfers to close out the 2019/2020 general fund budget.

- Approve Vesta Nave and Jennifer Stoltzfus to attend Wilson Training at AIMS Institute for Learning in King of Prussia, PA, July 21-23, 2020 at a cost of $1,300 for registration to be paid with the 2019/20 Dyslexia Grant and the Travel costs of approximately $1,500 to be paid with the Dyslexia grant for the 2020/21 school year.

- Approve Scott Bollman to participate in Virtual Training being funded with 2019/20 PA Smart Grant in the amount of $999 for the CODE.ORG training called CS Discoveries being coordinated by Allegheny Intermediate Unit 03. Training will be held
  July 27-31, 2020.

- Approve the attached list of field trips for the 2020/21 school year. These trips are all either paid for by the activity fund, fundraising or student funded.

- Approve the attached list of fundraisers for the 2020/21 school year.

- Approve the following handbooks: (hard copies available upon request). A summary of changes is included in the agenda packet.

  Substitute Teacher
  Coaches Handbook
  Therapeutic Support Staff (TSS) Handbook
  Elementary Faculty & Student Handbook

Middle School & Student Faculty Handbook
High School & Student Faculty Handbook

- Request approval to submit the following federal and state project applications for the 2020/21 school year. These are the budgeted amounts.

Title I	$229,602
Title II, Part A	$38,050
Title IV	$17,207

- Request approval to enter into a consortium with Bedford County Career and Technical Center for the 2020/21 school year for the Perkins Grant.

- Approve the submission of Category 2 ERATE program for the 2020/21 school year in the amount of $31,404, with a $9,421.20 local match.

- Approve the submission of the Elementary and Secondary School Emergency Relief (ESSER) grant which is part of the Federal CARES grant in the amount of $186,348.

- Approve the District Health and Safety Plan for the 2020/21 return to school.

- Approve the Athletic Health and Safety Plan for the 2020/21 return to school.

- Approve the Certified School Nurse as the Pandemic Coordinator.

- Approve the following vendors for food service for the 2020/21 school year.

Milk	Ritchey's Dairy	Middle/Senior & Elementary
Bread Products	Pacifico Bakery	Middle/Senior & Elementary

- Approve to advertise for wood chip suppliers for 2020/21.

- Approve agreement with Merakey Pennsylvania for educational services for the 2020/21 school year.

- Approve agreement with Extended Family Programs, Inc. for educational services for the 2020/21 school year.

- Approve agreement with CAMCO Physical and Occupational Therapy LLC for the 2020/21 school year.

- Approve a lease agreement with ACER Financial to purchase 210 netbooks from 2nd Gear in the amount of $81,662.70 over 3 years with the Fair Market Value Option

(FMV). The lease cost at the FMV option is $26,651.26 for each of the 3 years thru the 2022/23 school year.

- Approve a 2019/20 Graduation Ceremony to be held in Panther Community Stadium as per graduation guidelines on Tuesday, June 30, 2020 with a rain date of Wednesday, July 1, 2020.

- Approve the purchase of Elementary door mechanical replacements from HOODCO in the amount of $20,472 to be purchased with the 2019/20 PCCD Safety grant. Pricing is with COSTARS Contract #154944.

- Approve the purchase of 3 bus radio packages and 3 portable radio packages from Centre Communications in the amount of $6,608.55 to be purchased with the 2019/20 PCCD Safety grant. Pricing is with COSTARS Contract. .

- Approve bids for the following items:

Food Service Paper Supplies		
Feesers Inc.	$3,389.15	
Custodial Paper Supplies		
Interboro Packaging Corp	$ 1,035.20	
Janitors Supply	$ 7,272.96	
		$8,308.16
Paper Dual Purpose		
Contract Paper Group	$5,565.50	

- Approve the proficient evaluation for Superintendent Todd Beatty for the 2019/20 school year.
-

16. Mr. Eshelman moved, seconded by Mr. Mickle, to approve the following as bona fide volunteers for the positions listed at the nominal payment for 2020/21 as recommended by the Administration. The classification may be subject to further clarification upon solicitor's recommendations. All members present voted "yes" with Mr. Scott abstaining from the vote.

Shalonne Sipes	Head Varsity Volleyball Coach	$2,340.00

17. Mr. Mickle moved, seconded by Mr. Cronrath to approve to amend the procedure to eliminate day to day bus transfers beginning with the 2020/21 school year, but allow permanent bus transfers. Vote 7-2 with Mr. Scott and Mrs. Reasy voting "no".

18. Mr. Eshelman moved, seconded by Mr. Cronrath to approve the following reports and invoices with all members present voting "yes".

Administrative Reports

Federal Programs Report
Athletic Report
Financial Reports and Budgetary Transfers
Approve payment of invoices

19. An executive session for reasons of Safety and Negotiations will be held following the board meeting with the board not returning for any further action.
20. Mr. Mickle moved, seconded by Mr. Cronrath to adjourn the meeting.

_____
Teri L. Biddle, Business Manager/Board Secretary

_____
Tammy Reasy, Board Treasurer

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

2020 Homestead and Farmstead Exclusion Resolution

RESOLVED, by the Board of School Directors of Northern Bedford County School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2020, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

1. **Aggregate amount available for homestead and farmstead real estate tax reduction.** The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2020:

a. **Gambling tax funds.** The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of $323,988.

b. **Philadelphia tax credit reimbursement funds**. PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of $0.00.

c. **Tax shifting funds.** Based on the voter referendum directing School District levy of an increased earned income tax, and on calculations provided by the School District Business Office from the best available information and carefully evaluated by the School Board estimating Act 1 earned income tax receipts for real estate tax reduction of $0, minus $0 representing 2% of such receipts retained to offset School District expenses, funds will be available from tax shifting during the school year for real estate tax reduction pursuant to Act 1, 53 P.S. § 6926.334(a)(3) or (4), in the amount of $0.

d. **Other sources.** Funds will be available during the school year for real estate reduction from other sources, in the amount of $0.

e. **Aggregate amount available.** Adding these amounts, the aggregate amount available during the school year for real estate tax reduction is $323,988.

2. **Homestead/farmstead numbers.** Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:

a. **Homestead property number.** The number of approved homesteads within the School District is 1,817.

b. **Farmstead property number.** The number of approved farmsteads within the School District is 116.

c. **Homestead/farmstead combined number.** Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 1,933.

3. **Real estate tax reduction calculation.** The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the paragraph 1(e) aggregate amount available during the school year for real estate tax reduction of $323,988 by the paragraph 2(c) aggregate number of approved homesteads and approved farmsteads of 1,933 (before considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead and farmstead exclusion amount), the preliminary calculation of the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is $167.61.

Based on calculations provided by the School District Business Office from the best available information and carefully evaluated by the School Board, considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead exclusion and the farmstead exclusion amount, an additional aggregate amount of $3,761.35 will be available during the school year for real estate tax reduction applicable to approximately 1,933 homesteads and farmsteads, resulting in an additional real estate tax reduction amount available for each homestead and farmstead of $1.99. Adding this additional amount to the preliminary calculation of the maximum real estate tax reduction amount of $169.59, the final maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is $169.59.

3. **Homestead exclusion calculation.** Dividing the paragraph 3 maximum real estate tax reduction amount of $169.59 by the School District real estate tax rate of 8.575 mills (.008575), the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is $19,775.00, and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is $19,775.

4. **Homestead/farmstead exclusion authorization – July 1 tax bills.** The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of $19,775.00. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of $19,775.00. For purposes of this Resolution, "approved homestead" and "approved farmstead" shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. § 6926.341(g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued based

on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

Northern Bedford County School District

_____ _____

Teri L. Biddle, Board Secretary Date

2020 President's Award for Academic Excellence

Seniors

Sarah Grace Bowser
Jordan Eve Morral
Kelsey Grace Over
Allyson Marlene Ritchey
Stephanie Michelle Runyon
Allie Lynea Snider
Tavian Andrew Walter

Grade 8

Elizabeth Berry
Raeghan Grimes
Mariah Hall
Lydia Koontz
Dani Imler
Cheryl Martin
Leah Swanseen

Grade 5

Benjamin Cottle
Ashlyn Martin
Sarah Mowry
Clair Oberholtzer
Benjamin Steele
Caden Troy

Results of 4 Year Copier Lease Proposal

Vendor	Machinery Lease Cost	Black and White Copy and Supplies Cost per piece (estimated 2,775,000 Black and White Annual usage)	Color Copy and Supplies Cost per piece (estimated 35,000 Color Annual usage)	Total Annual Estimated Lease and Copy Cost
Doceo Office Solutions	$1,562.90/month $75,019/year	$.0028 $7,770/year	$.025 $875/year	$83,664
Document Solutions Inc.	$1,848.39/month $88,722.50/year	$.0039 $10,822.50/YEAR	$.0029 $1,015/YEAR	$100,560
RICOH	$1,096.44/month $52,629.12/year	$.004 $11,100/year	$.035 $1,225/year	$64,954.12
Queen City Business Systems	$1,745/year $71,435/year	$.004 $11,100/year	$.035 $1,225/year	$83,760

Flexible Instructional Days

2020-2021 **Online Application**

To facilitate the development and review process for exemplars, the Pennsylvania Department of Education (PDE) has provided a lesson plan exemplar template. Public school entities may choose to use the template or their own formatted lesson plan. All exemplars must be submitted as a PDF.

Public school entities applying for a FID program for the 2019-2020 school year:

If a public school entity submits an application, inclusive of all required documentation on or before June 15, 2020, the public school entity may implement the proposed FID program for an unlimited number of days through the end of the 2019-2020 school year. The proposed FID program will receive a complete review by PDE to determine completeness and acceptance of the application for implementation in the 2020-2021 and 2021-2022 school years. PDE will notify the public school entity as to whether its application meets the requirements of section 1506 of the Pennsylvania Public School Code (School Code), 24 P.S. § 15-1506, and is therefore accepted, no later than Nov. 1, 2020. If the application is accepted for use during the 2020-2021 and 2021-2022 school years, the public school entity is limited to five (5) FIDs for those years.

The following documentation is to be provided by June 15, 2020 if the school wishes to utilize a FID program for the 2019-2020 school year: completed application, including the uploading of exemplars; electronic signature page; and a letter of commitment of intent to adopt a FID program signed by the public school entity's Board President and Superintendent/CAO. Additionally, approved Board minutes, evidencing the board resolution approving the FID application must be submitted no later than Sept. 1, 2020.

Public school entities applying for a FID program beginning in the 2020-2021 school year:

Applications and all required documentation are due by Sept. 1, 2020. PDE will notify the public school entity whether its application meets the requirements of section 1506 of the School Code, 24 P.S. § 15-1506, and is therefore accepted, no later than November 1, 2020. If accepted, the public school entity may implement a FID program for 2020-2021 and two subsequent years. A FID program cannot be instituted during the 2020-2021 school year or in subsequent school years, prior to PDE accepting the public school entity's application.

Public School Entity

Choose your public school entity.

AUN 108056004

Todd Beatty

Populated automatically based on selected public school entity.

Contact Enter the first and last name of a primary contact familiar with your program.

tbeatty@nbcsd.o

Email Enter the email address of the primary contact.

Phone

814-766-4702

Enter the phone number of the primary contact.

Period

Choose the FID period to which this application applies.

Assurances

Select each box below to indicate your assurance that:

☑ Staff, students, and parents shall be made aware of notification procedures prior to the institution of a flexible instructional day and the means of notification shall be fully accessible.

☑ Responsibilities shall be agreed upon and expectations shall be communicated to all staff, students, and parents prior to the institution of a flexible instructional day.

☑ Attendance shall be strictly enforced in compliance with Article XIII of the School Code during a flexible instructional day.

☑ Students shall be provided health services during a flexible instructional day in compliance with Article XIV of the School Code.

☑ Free Appropriate Public Education (FAPE) shall be afforded all students during a flexible instructional day in compliance with the Individuals with Disabilities Education Act (IDEA).

☑ Should technology ever be employed during a flexible instructional day, policies and measures are in place to ensure the cyber-safety and security of students accessing online school services and digital resources.

☑ Should technology ever be employed during a flexible instructional day, technical assistance and support shall be provided, as appropriate, to ensure access to instruction and resources.

Narratives

Describe the procedure for notifying all students, parents, and professional staff prior to a flexible instructional day being instituted.

The district will provide the procedure, expectations, and requirements prior to the start of the school year. When a FID day will be used during the school year, notification will be made in advance to parents, students, and staff through the district's OneCall system, email, district website, and Facebook.

Describe the procedure for instituting a flexible instructional day, including (if applicable) the use of technology and equitable accommodations for students and professional staff lacking sufficient home access to devices and/or the Internet. Please provide an alternative method of delivering instruction, should there be issues with the availability of technology or student access to the materials during a flexible instructional day.

The district will be 1:1 grades K-12. Students and teachers will be expected to utilize the LMS during FID days which will be an integral part of instruction delivery from the start of the school year. Home internet access will not be required because students will download applicable instruction prior to the FID day. K4 students will be provided appropriate instructional packets for the FID days. Any staff member that has insufficient home internet access will have access to the school building to utilize the district's internet services.

Describe the responsibilities of professional staff during a flexible instructional day.

The professional staff will be required to support students during school hours. Their responsibilities will be to respond to student questions, provide additional virtual instruction, and provide feedback on assignments.

Describe the responsibilities of students during a flexible instructional day.

Students will be expected to log in and complete assignments if internet access is available. Students that do not have internet access will be required to complete the work and submit required work to the teacher upon return to school.

Describe the procedure for tracking student participation (i.e., attendance) during a flexible instructional day.

Students that have internet access will be tracked by logging in to the LMS. Students that do not have internet access will be tracked by the assigned work completion submitted upon return to school. K4 will also be tracked by educational packet submission.

File Upload

Note: PDE has provided an optional Exemplar Template, which can be accessed from the Training/Templates Document Library.
Upload as *six separate* PDF files named "Appendix [LETTER]_FID19" exemplars designed to progress the learning for all students in support of course objectives and representative of instruction on a flexible instructional day.

- **Appendix A: English Language Arts exemplar *(any level within grades K-8)***
- **Appendix B: English Language Arts exemplar *(any level within grades 9-12)***
- **Appendix C: Mathematics exemplar *(any level within grades K-8)***

- **Appendix D: Mathematics exemplar** ***(any level within grades 9-12)***
- **Appendix E: Science exemplar** ***(any level within grades 9-12)***
- **Appendix F: Social Studies exemplar** ***(any level within grades 9-12)***

Exemplars must include the following design elements: reference standards, establish expectations for instructional outcomes, identify opportunities for accommodations, list resources to be utilized, delineate student participation, and define evidence of learning.

For 2019-2020 applications, also upload the following:

- A letter signed by the Board President and Superintendent/CAO – Upload, as a single PDF file named "Board_FID19", a letter signed by the Board President and Superintendent/CAO evidencing the commitment by the public school entity that you will implement a FID program in the 2019-20 school year. The letter verifies that Board has reviewed the application and has intent to adopt the program at the next meeting. You may use Flexible Instructional Days during the 2019-20 school year, once the completed application is submitted to PDE.
- Official approved board minutes – In order for this application to be considered for the 2020-21 and 2021-22 school years, upload official approved board minutes, as a single PDF file named "Approved Board Minutes_FID19", by no later than September 1, 2020. You may not use any Flexible Instructional Days in the 2020-21, or subsequent year, until PDE provides notification that the application has been accepted.

For 2020-2021 applications, also upload the following:

- Official approved board minutes – Upload, as a single PDF file named "Approved Board Minutes_FID20", approved board minutes that evidences that the Board met, reviewed and approved the submission of this application and includes the tally of the votes between April 15 and September 1, 2020. PDE will review FID program applications and notify of acceptance/denial by no later than November 1, 2020. You may not use any Flexible Instructional Days in 2019-20 school year. If accepted, the FID program would begin in the 2020-21 school year. A public school entity may not institute a FID prior to PDE accepting the FID program application.


Click here to attach a file

Electronic Signature

"On behalf of entity noted below, I am submitting this application for the Flexible Instructional Day (FID) program. By entering my name, title, date, and User ID below and clicking "Submit", I acknowledge that I have reviewed and understand Pennsylvania's policy and requirements for acceptance as published on the PDE website. By entering my name in the field below, I confirm that I am the Superintendent/Chief Academic Officer and Approver of this application for the above-named public school entity and that the information provided in the application is accurate and complete."

Name	Todd Beatty
Title	Superintendent
Entity	Northern Bedford
Date	
Submitted	

Submitted By

PDE Review

Do you wish to submit your application for PDE review? ☐ Click Save to save your application and attachments in the FID SharePoint Site for future editing. This will NOT initiate PDE review.

- Click Submit to initiate PDE review of your application. You will not be able to edit the application or files once review is initiated.
- Click Cancel to exit the application without saving your changes.
- Click Print to open a read-only, print-friendly view of this form. Please save your changes before you print the form.

2020 – 2021 Elementary/Middle/High School Faculty Handbook
Proposed Changes

Topic	Statement	ES/MS/HS
Homeless Education	Homeless Education for Children and Youth Experiencing Homelessness (ECYEH) The McKinney-Vento Homeless Assistance Act was established in 1987 and amended by the Every Student Succeeds Act of 2014. The Act defines the term "homeless children and youths" as individuals who lack a fixed, regular, and adequate nighttime residence. The federal mandate ensures that homeless children and youth have access to the same free and appropriate public education as other children. Children who are homeless may qualify for assistance with school lunch, school supplies, tutoring and transportation so that they can remain in their school of origin. If you believe that a student may qualify for this service, please contact your respective school counselor or building principal.	ES/MS/HS
Copier Procedure	In an attempt to reduce the number of computer printers in each classroom and the centralized printers, the district is distributing the current office copiers to various locations as well as purchasing new copiers for each building office. Teachers can send documents to the copiers which will be stored in a mailbox to provide security. The teacher can access their mailbox by entering a code and then print the document. Teachers making copies will also be required to enter their code to make copies. Teachers who submit documents to be copied in the office, either by hardcopy or electronically, will have the copies assigned to their account. The district will not purchase toner for printers going forward.	ES/MS/HS
Flexible Instruction Days (FID)	Flexible Instruction Days (FID)—The district has been approved for Flexible Instruction Days (FID) in the event of a necessary school closing. In the event FID is utilized, it will count as a day of instruction and will not affect the school calendar. Students will be notified in advance and be expected to complete all work and assignments provided by the teachers in a virtual learning environment.	ES/MS/HS

Right to Know	The following was added to the Student Handbook for the 2020-21 school year: As a parent of a student in the Northern Bedford County School District, you have the right to know the professional qualifications of the classroom teachers who instruct your child. Every Student Succeeds Act (ESSA) federal law allows you to ask for certain information about your child's classroom teachers and paraprofessionals qualifications and requires us to give you this information in a timely manner. If you would like to receive additional information about any teachers or paraprofessionals who work with your child, please contact the superintendent at the following address: Todd B. Beatty, Superintendent Northern Bedford County School District 152 NBC Drive Loysburg, PA 16659 Phone: (814) 766-2221 x4702 Email: tbeatty@nbcsd.org	ES/MS/HS
Blended Learning	The Covid 19 Pandemic forced schools to physically close their doors but delivery virtual education during the 2019-20 school year. This was a challenge for students, parents, and educators. To be better prepared, we are going to implement a blended learning approach for all classes going forward. Building principals will work with teachers to identify a learning management system (LMS) that meets the needs of the students. This will be based on the cognitive development level of the students. Teachers at the middle school level will provide a weekly agenda of the educational activities. Each day will then be broken down with the teacher providing, at a minimum, the daily learning objective, learning standards, activities, links to any handouts or documents needed for the daily lesson, and homework assignments. The building principal will work with teachers to establish the structure within the LMS. Starting the school year with this approach will allow students to learn how to navigate the teacher's virtual classroom in the event we utilize FID or we are forced to go to virtual learning	ES/MS/HS

	over an extended period of time. This will also be the way student learning will be addressed for extended educational field trips.	

2020 – 2021 Elementary/Middle/High School Student Handbook
Proposed Changes

TOPIC	STATEMENT	ES/MS/HS
Homeless Education	Homeless Education for Children and Youth Experiencing Homelessness (ECYEH) The McKinney-Vento Homeless Assistance Act was established in 1987 and amended by the Every Student Succeeds Act of 2014. The Act defines the term "homeless children and youths" as individuals who lack a fixed, regular, and adequate nighttime residence. The federal mandate ensures that homeless children and youth have access to the same free and appropriate public education as other children. Children who are homeless may qualify for assistance with school lunch, school supplies, tutoring and transportation so that they can remain in their school of origin. If you believe that your child may qualify for this service, please contact your respective building principal.	ES/MS/HS
Student Athlete/Extracurricular Regulations	**SPECIAL REGULATIONS GOVERNING STUDENT ATHLETES AND EXTRACURRICULAR ACTIVITES** 1. In order to participate in an athletic contest, event, or practice, a <u>student must be at school by 11:30 a.m.</u> on the day of the contest, event or practice. The student must be at school by 11:30 a.m. on the last day of the school week in order to participate in a weekend contest, event or practice. Exceptions are made for doctor or dental appointments, funerals, approved field trips, or other reasons approved by the principal or in the absence of the principal, the athletic director. 2. <u>Students who leave school early due to illness or are sent home by the school nurse may not participate or attend any contest or practices that day</u>. If this occurs on the last day of the school week, the student may not attend or participate in a weekend contest, event or practice. Exceptions are made for doctor or dental appointments or other reasons	MS/HS

	approved by the principal or in the absence of the principal, the athletic director. 3. Students may not participate in practice, events or contests on the day of suspension from school. 4. Student athletics and extracurriculars are governed by the school's Ineligibility Policy. 5. Coaches and advisors may establish and impose reasonable rules of discipline. While coaches and advisors are expected to establish and communicate regulations and consequences prior to the start of the season, discretion is allowed for situations that are not reasonably anticipated. 6. Sunday practices are strictly prohibited except by specific permission from the superintendent. 7. Students are not excused from participating in school events in order to attend a non-school sponsored event. 8. A student who commits a significant disciplinary infraction, as determined by the principal, on the day of a contest or event will not represent Northern Bedford that day without specific administrative approval. A Friday infraction may impact the weekend games at the discretion of the principal. 9. A student found guilty of a second offense punishable by detention in a marking period will be ineligible for participation in extra-curricular activities for a period of seven days. Upon the third offense punishable by detention, the student becomes ineligible for, at minimum, the rest of the marking period. 10. An athlete that joins a team mid-season must attend/participate in a minimum of five practices before representing our school in an athletic scrimmage or contest. Additionally, an athlete that quits a team for an extended period of time (more than two weeks) and later re-joins the team must also attend/participate in a minimum of five practices before representing our school in an athletic scrimmage or contest. It is the responsibility of the head coach to meet with the athletic director at the conclusion of the	

	five days to place the athlete on the PIAA Eligibility List. 11. Student athletes not riding school provided transportation must either have their parent/guardian sign them out with the coaching staff after an event or have a preapproved written note from their parent/guardian that allows them to ride home with another adult as specified by the parental note who is 21 years of age or older. Any preapproved notes must be approved and initialed by either the Athletic Director or Principal and then given to the head coach prior to the team departing for away events.	
Flexible Instruction Days	Flexible Instruction Days (FID)—The district has been approved for Flexible Instruction Days (FID) in the event of a necessary school closing. In the event FID is utilized, it will count as a day of instruction and will not affect the school calendar. Students will be notified in advance and be expected to complete all work and assignments provided by the teachers in a virtual learning environment.	ES/MS/HS
Right to Know Request	As a parent of a student in the Northern Bedford County School District, you have the right to know the professional qualifications of the classroom teachers who instruct your child. Every Student Succeeds Act (ESSA) federal law allows you to ask for certain information about your child's classroom teachers and paraprofessionals qualifications and requires us to give you this information in a timely manner. If you would like to receive additional information about any teachers or paraprofessionals who work with your child, please contact the superintendent at the following address: Todd B. Beatty, Superintendent Northern Bedford County School District 152 NBC Drive Loysburg, PA 16659 Phone: (814) 766-2221 x4702 Email: tbeatty@nbcsd.org	ES/MS/HS

Bus Transfers	Transportation to and from school on buses provided by private contractors is a privilege extended to all students living in the district. Bus route information including the driver's name, bus number, and approximate pickup/drop off times is provided. Day to day bus transfers are not permitted. Families will be permitted to make permanent bus transfers that don't go to the family's home. Ramp notes will still be accepted to pick students up at dismissal. **Bus drivers will return to school Pre-K and Kindergarten students when caregivers or older siblings are not present at bus stops**.	ES/MS/HS
Act 158 Graduation Requirements	Act 158 Requirement (beginning with the class of 2022 and beyond) – Students not meeting the proficiency requirement (Pathway 1) will be required to satisfy one of the following pathways. a. PATHWAY 1 – KEYSTONE PROFICIENCY - Student will earn proficient or advanced on all three keystone exams (Algebra I, Literature, and Biology) b. PATHWAY 2 – KEYSTONE COMPOSITE - Student will earn proficient or advanced on at least one keystone exam, **and** score at least basic on the other two keystone exams, **and** have a composite score of at least 4452. c. PATHWAY 3 – CAREER & TECHNICAL EDUCAITON - Student will meet local requirements for academic content covered by the keystone exams for all subjects where they did not earn proficiency on the keystone. **AND** Either – Attain an industry-based competency certification related to the CTE Concentrator's program of study. **OR** Demonstrate a high likelihood of success on an approved industry-based competency assessment or readiness for continued meaningful engagement in the CTE Concentrator's program of study. d. PATHWAY 4 – ALTERNATE ASSESSMENT – Student will meet local requirements for	HS

	academic content covered by the keystone exams for all subjects where they did not earn proficiency on the keystone. **AND - One of the Following** Attain an established score on an approved alternate assessment for each subject where the student did not earn proficiency. Approved alternate assessments are: • AP (3), IB (4), PSAT (970), SAT (1010), ACT (21) • ACT WorkKeys: Gold Level • ASVAB – minimum score required to gain admittance to a branch of the armed services in the year the student graduates **OR** Successfully complete a concurrent enrollment course in an academic content area associated with each Keystone Exam in which the student did not achieve at least proficiency • Credit-bearing non-remedial approved concurrent course • Aligned to the respective keystone exams • Passing grade on the approved concurrent course • High school or college transcript as evidence **OR** Successfully complete a pre-apprenticeship program • Specific career training designed to prepare a student for an occupation in an approved schedule of related instruction • Program must be registered with the Director Apprenticeship and Training Office, PA Department of Labor and Industry	

	• Meets all pre-apprenticeship program requirements, per specific industry requirements **OR** Be accepted in an accredited 4-year nonprofit institution of higher education and have evidence of the ability to enroll in college-level coursework • Acceptance letter from an accredited 4-year nonprofit institution • Placement test results indicating the student may enroll in college-level coursework • College registration form confirming enrollment • Local profile of an acceptable high school GPA, attendance record, and SAT/ACT score e. PATHWAY 5 – EVIDENCE BASED – Student will meet local requirements for academic content covered by the keystone exams for all subjects where they did not earn proficiency on the keystone. **AND THREE (3) PIECES OF EVIDENCE** At least one (1) of the following: • Attainment of an established score on an alternate assessment ▪ SAT Subject Test - 630 ▪ Act WorkKeys: Silver Level ▪ AP (3) or IB (3) related to student career choice • Acceptance to an, other than 4-year accredited nonprofit institution of higher education ▪ Acceptance letter ▪ Placement test results ▪ College registration form ▪ Local profile of acceptable HS GPA, attendance record, CAT/ACT score • Attainment of an industry recognized credential	

	▪ Documentation that verifies attainment as defined by the Office of Elementary and Secondary Education • Successful completion of a concurrent enrollment or postsecondary course ▪ Credit bearing non-remedial course ▪ Approved concurrent course aligned to the respective Keystone exams ▪ Passing grade on an approved concurrent course ▪ High school or college transcript as evidence Up to two (2) of the following: • Service-Learning Project completion ▪ Must include project learning goal(s), project activities, and the project's contribution to the community ▪ Supervised and assessed by an adult; successful completion is verified in writing by the adult supervisor ▪ Sufficient duration and intensity to address identified community needs and meet specified project learning goal(s) • Proficient or Advanced on a Keystone Exam ▪ Scaled score of 1500 or higher on one Keystone exam • Letter guaranteeing full-time employment • Internship or Cooperative Education Program ▪ Appendix A – Industry-based Learning Indicator Guidance: work-based learning experiences	

	• Compliance with NCAA's core courses for college-bound student athletes Minimum GPA requirements (2.0) in approved NCAA core courses	

NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS



Administrative Reports

Superintendent Administrative Report	Todd Beatty Superintendent
Elementary School Report	Trevor Replogle Elementary Principal
Middle School Report	Wayne Sherlock Middle School Principal
High School Report	Michael O'Dellick High School Principal

SUPERINTENDENT

A very unique school year has come to a close. Plans are already underway for the start of the new school year. While our intent is to begin the school year as we always do, we must be prepared for the potential for that plan changing at any time and on short notice. Therefore, the administration is developing two additional scenarios for next school year. One is to revert back to full on-line and the other is a hybrid which means that approximately half the students would be in school certain days and on the other days would be working on-line. As part of a return to school, the district is required to have a board approved Health and Safety Plan in place. We are working on the plan and will have it approved prior to school activities resuming. Although we are reviewing the guidance provided to us from various agencies, we welcome and will consider any input provided to us. Although our goal is to have this approved at this board meeting, information will be considered as it is received with potential modifications made and the Plan reapproved in August.

Due to additional training requirements because of COVID, the administration recommended a modification to the calendar to change the in-service day in October to the August date which moves the start of school for students to Thursday of that week.

I appreciate all the work done by the administrators and teachers during the past 10 weeks. It was clearly out of the norm and they all did a great job balancing the work load understanding that parents or babysitters may not be available to help students as needed. I also want to thank the parents for their understanding, support, and willingness to do all they could to help their children as we worked through the school year on-line. All information I have received from the community are saying a return to school in person next school year.

Returning students, staff, and community will see major differences with the buildings than when we left in March. Construction is underway to replace the windows and classroom flooring in the HS/MS building with Kelly Sparks overseeing the project. The HS/MS gym floor has been resurfaced providing a new look and Kelly, Bill, and Rodger have repainted both gyms and the majority of classrooms in the HS/MS clearly making the environment take on a fresh, brighter look. Many thanks to not only them, but the entire maintenance/custodial staff for their dedication to keeping our facilities in the best condition possible.

ELEMENTARY

Presidential Achievement Awards

Six grade five students have received the Presidential Award for Academic Excellence. This prestigious award recognizes academic success in the classroom. This award is sponsored by the U.S. Department of Education in partnership with the National Association of Elementary and Secondary School Principals. The award recognizes and honors students who have achieved high academic goals through hard work and dedication to learning. The top ten percent of fifth grade students with the highest grade point average (GPA) achieved in grades three, four and five in math, reading/language arts, science, and social studies receive this honor.

This year's recipients include: Benjamin Cottle, son of Mr. and Mrs. Michael and Ashley Cottle; Ashlyn Martin, daughter of Mr. and Mrs. Shawn and Norma Martin; Sarah Mowry, daughter of Mr. and Mrs. Dan and Carol Gochnour; Clair Oberholtzer, son of Mr. and Mrs. Warren and Marian Oberholtzer; Benjamin Steele, son of Mr. and Mrs. Andrew and Jessica Steele; and Caden Troy, son of Mr. and Mrs. Michael and Chelsea Troy.

Staff Recognition

The elementary school staff did a fantastic job evolving from traditional to virtual instruction to wrap up the 2019-20 school year. Their efforts and the efforts of our parents/guardians afforded us the opportunity to prepare our students for a successful transition to the 2020-21 school year.

FEDERAL PROGRAMS

Upcoming Dates

September 1 2020-21 Consolidated Application due
September 1 2020-21 Schoolwide Plan due

MIDDLE SCHOOL

Thank You

Several groups need acknowledged who worked hard, collaborated, were patient, and persevered through the many challenges we faced since March 13. Thank you to the very high majority of the students who completed their online work. For some it was easy for others it took awhile to catch on to the delivery system but most students were working diligently up to the end of the school year. Thank you to the high majority of the parents who held their students accountable to complete their work. The parents were patient and supportive in their position of facilitator, communicator, and technology troubleshooter. Parents also provided many good suggestions that helped with the transition. Finally a thank you goes out to the teaching staff who took the shift from face-to-face learning to virtual learning head on. They learned to use an online delivery system on the fly. They had to modify their curriculum to ensure students received instruction on the content that is essential for next year. The teachers went above and beyond in terms of hours worked, supporting each other, and collaborating with students and parents.

Many lessons were learned and we will better prepared in the event something like this happens in the future. We are going to implement a "blended classroom" approach at the start of next school year. With this approach, teachers will provide a basic lesson structure online requiring students to use their laptops on a daily basis. By doing this, students will already be familiar with navigating the course allowing them to focus on learning content if our doors are closed again.

The efforts put forth by the students, parents, and teachers truly demonstrates the value our community places on education and the importance of good citizenship. We easily had 90-95% participation from middle school students. Educators I talked with from other districts said they were lucky if they had 50% participation. We have a great community.

PRESIDENTIAL AWARDS

Seven Grade 8 students received the President's Educational Excellence award this year by ranking in the top ten percent of the class. The recipients include Elizabeth Berry, Reaghan Grimes, Mariah Hall, Dani Imler, Lydia Koontz, Cheryl Martin, and Leah Swanseen. Congratulations to these students for an excellent three years in the middle school.

NEW STUDENT REGISTRATION

Mrs. Crawford and Mrs. Swanseen will be available periodically this summer to register students new to Northern Bedford. Parents may schedule a date and time by calling the guidance office at 766-4734 or 766-4754.

MIDDLE SCHOOL (cont'd)

GRADE 6 ORIENTATION

All incoming Grade 6 students and their parents will be invited to school Wednesday, August 19 for a middle school orientation program. The format will be modified from previous years since it was not possible to give the incoming students a tour of our building in May as normal. Schedules will be explained, students will meet the Grade 6 teachers, cafeteria procedures will be explained, and generally, students will be oriented to help ready them for that big day – the first day of the 2020-21 school year. Mrs. Swanseen, school counselor, will notify the students and their parents regarding specific times and details.

HIGH SCHOOL

End of School Year

The students and staff were able to successfully overcome the challenges presented to us as a result of the COVID-19 global pandemic. Teachers were able to deliver instruction virtually by utilizing our Learning Management System (LMS), Canvas. The online instructional delivery required a tremendous amount of development time in which the teachers certainly went above and beyond their normal teaching schedule to successfully continue the education process for our students. We are very appreciative of the teachers' effort and dedication. We are currently working on preparations for the upcoming 2020-2021 school year.

Commencement

The Class for 2020 consisted of 68 seniors who attended Northern Bedford during the 2019-20 school year. A commencement video was produced and played in place of our traditional ceremony on May 28 for our graduates and their families. The custodial staff members, Mrs. Detterline, Mrs. Cottle, Mrs. Crawford, Mrs. Swanseen, Mrs. Cherry, Mrs. Martin, Mrs. Pratt, and Mrs. Snyder are thanked for the effort put forth for the virtual graduation ceremony. We are planning on holding our in-person ceremony in Panther Community Stadium on Tuesday, June 30 at 7:00 PM.

Class of 2020 Post-Graduation Plans

The future plans for the Class of 2020 (68 total students) are:

- 23 (34%) will seek employment
- 3 (4%) will enter the military
- 42 (62%) will enroll in post-secondary education, which includes: career-training programs, career-technical colleges, 2-year colleges/community colleges, or 4-year colleges/universities
    - 3 to earn a diploma-level program
    - 7 to pursue an Associate degree
    - 32 to enroll in a Bachelor's degree program

Academic Excellence Award

The Academic Excellence Award is given to the top ten percent of graduating seniors with GPAs of **98.1%** and above. The following students received this year's designation: Sarah Bowser, Jordan Morral, Kelsey Over, Allyson Ritchey, Stephanie Runyon, Allie Snider, and Tavian Walter.

National Honor Society

Nineteen members of the class wore National Honor Society stoles representing those students with a 94% or above Grade Point Average. In addition to excellence in scholarship, they achieved membership by also demonstrating outstanding leadership, character, and service. This year's senior NHS members are Sarah Bowser, Eyziak Cottle, Sarah Heck,

Rebekah Helsel, Madison Johnson, Gretchen Keith, Gabrianne Miller, Taylor Miller, Jordan Morral, Kelsey Over, Allyson Ritchey, Morgan Robison, Stephanie Runyon, Ian Sherlock, Allie Snider, Joshua Strayer, Alaina Stuckey, Tavian Walter, and Abigail Zelanko.

HIGH SCHOOL (cont'd)

Early College Participation

31 seniors (46%) participated in early college/dual enrollment programs through one or more colleges.

- 29 seniors were enrolled in courses through Allegany College Maryland
- 10 completed college credits through Mount Aloysius College
- 10 students earned credits through Saint Francis University
- 1 student earned credits through the Pennsylvania State University
- 1 student earned credits through California University of Pennsylvania

The total number of college credits individually earned ranged from 4 credits to 33 credits. Overall, 427 college credits were earned by the class of 2020.

Debt Service for Capital Improvement Projects

- CAPITAL RESERVE BALANCE $1,774,550
- PSERS STABILIZATION $1,963,286
- LOAN FOR $3 MILLION
  - INTEREST $900,000
  - COSTS $51,000
  - ADDITIONAL DEBT SERVICE AVERAGE FOR 16 YEARS $243,627

MS/HS WINDOW PROJECT

GENERAL CONTRACTOR	$1,081,772
ABATEMENT	$129,931
CRABTREE	$21,126
ALLEGHENY MT	$9,600
DEGOL CARPET	$75,713
TOTAL YET TO PAY	$1,318,142

Changes to Federal Revenues Between May Preliminary Budget and June Final Budget Presentations

Title I	Reduced $41,773
Title II	Reduced $15,426
Title IV	Increased $17,207
Total	Reduced $39,992

CARES Money NOT Budgeted and will probably be 2020/21 Revenue is $186,348. This will be federal money passed thru the State. However, these expected expenditures are not in this budget either.

2020/21 Deficit Budget -- $583,029

PFM Financial Advisors LLC (717) 232-2723
213 Market Street www.pfm.com
Harrisburg, PA 1710

June 10, 2020

MEMORANDUM

TO: Board of School Directors
Todd Beatty, Superintendent
Teri Biddle, Business Manager
Northern Bedford County School District

FROM: Chris Bamber, CFA, *Senior Managing Consultant*
PFM Financial Advisors LLC

SUBJECT: Series of 2020 New Money

The purpose of this memo is to update the Board on the School District's Series of 2020 Note, which will be used towards various capital projects of the District, including window and flooring replacements for the Middle and High School.

On April 14th, the Board authorized the financing team of PFM (Financial Advisor) and Eckert Seamans (Bond Counsel) to prepare for the Board's consideration a new money debt issuance of $3,000,000 that would be structured over a 16 year maturity, as described in "Option 1" of PFM's handout. In mid-May, PFM sent out a Request for Proposals to several local, regional, and national banks for their consideration. On June 9th, the District and PFM received two responses from interested banks, including Somerset Trust Company and Hometown Bank of Pennsylvania.

A summary of the proposals received is included as Appendix A. The summary calculates a True Interest Cost ("TIC") for each proposal, which is an all-in rate that includes not only the interest rates, but also any fees that the proposal may include as well.

Somerset Trust Company (the "Somerset Proposal") offered a fixed rate of 2.49% for 5 years. After 5 years, the interest rate would be subject to reset based on the 5 Year US Treasury Rate + 2.25% with a max ceiling of 4.00%. Assuming the historical average of the 5 Year Treasury occurs after the rate reset, the estimated TIC of the Somerset Proposal is approximately 3.09%. Under a worst case scenario, where the rate resets to the ceiling of 4.00% after 5 years, the maximum TIC of the Somerset Proposal is approximately 3.37%. A summary of the estimated debt service for each of these scenarios is included in Appendix B.

The Somerset Proposal also included an 18 month draw feature, which means that over the first 18 months the District will only incur interest expense on the proceeds that it actually draws from the Note and utilizes on projects. This provides greatly flexibility for the District and will help reduce interest expense over the first 18 months. After that period, the District will have to decide if it wants to draw down and utilize any of the remaining funds that are available, or to simply reduce the amount of the Note down to the amount actually drawn. Also, the Somerset Proposal is pre-payable at any time, which means the District can consider refinancing it at any point in the future or simply paying it off with cash at any point in the future.

At the bottom of the RFP summary, we've included an estimate of the current public bond markets. As discussed in April, while the bond markets traditionally produce a lower borrowing rate, the associated fees and structure of the bond issue may outweigh any potential benefit from lower rates. The TIC of an estimated bond issue is currently 2.83%, however there are several considerations about the bond issue that make it not quite as appealing, including:

- Subject to interest rate risk – the risk that rates move up (or down) between now and when the District can realistically price a bond issue, which is 4-6 weeks away
- No draw feature available from bond issue – paying interest on all $3,000,000 from the start
- 5 year call feature – the District won't be able to refund/pay off a bond issue for at least 5 years
- Time & resource commitment from the Administration to go through the issuance process including updating of an Official Statement, going through the credit rating process, etc.

PFM would recommend the District accept the Somerset Proposal if it wants to complete the capital projects discussed previously. The bank loan proposal provides greater flexibility and certain qualitative benefits that may make it more beneficial for the District. At the Board's June 16th meeting, it will be considering a debt incurring resolution (the "Resolution") that has been prepared by Bond Counsel. It will authorize the incurrence of $3,000,000 of debt and accept the bank loan proposal from Somerset Trust Company. If the Board approves the Resolution, the Note would be expected to settle during the week of July 20th, which is when the District would have access to draw down on the Note for its projects. I will be available to participate remotely during the Board's June 16th meeting and look forward to any discussion or questions the Board may have.

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT
Summary of Bank Loan RFP Responses
Series of 2020 Note

1	2	3	4	5	6	7	8	9	10	11	12
Bank	**Fixed Rate**	**Fixed Rate Term**	**Variable Rate Reset**	**Assumed Reset Rate [1]**	**Max Reset**	**Bank Fees**	**ESTIMATED True Interest Cost**	**MAXIMUM True Interest Cost**	**Draw Feature**	**Prepayment Features**	**Notes**
Somerset Trust Company	2.4900%	5 years	5 Year Treasury Rate + 2.25%	3.7500%	4.0000%	$1,500	**3.0926%**	**3.3741%**	Yes	Any time	
Hometown Bank (Option 1)	2.3700%	5 Years	79% of 5 Year FHLB + 3.00%	4.0000%	4.7500%	$0	**3.1392%**	**3.4805%**	Yes	Yes	Full depository relationship required
Hometown Bank (Option 2)	2.9600%	5 Years	79% of 5 Year FHLB + 3.00%	4.0000%	4.8500%	$0	**3.4497%**	**3.8385%**	Yes	Yes	
Hometown Bank (Option 3)	2.6100%	7 Years	79% of 7 Year FHLB + 3.00%	4.3000%	4.7500%	$0	**3.1395%**	**3.2762%**	Yes	Yes	Full depository relationship required
Hometown Bank (Option 4)	3.2000%	7 Years	79% of 7 Year FHLB + 3.00%	4.3000%	4.8500%	$0	**3.5447%**	**3.7128%**	Yes	Yes	
Hometown Bank (Option 5)	3.1100%	10 Years	79% of 10 Year FHLB + 3.00%	4.6500%	4.8500%	$0	**3.3304%**	**3.3586%**	Yes	Yes	Full depository relationship required

13	14	15	16	17	18	19	20	21	22	23	24
Financing Vehicle	**Overall Yield [2]**	**Fixed Rate Term**	**Variable Rate Reset**	**Assumed Reset Rate [1]**	**Max Reset**	**Incremental Costs of Issuance [2]**	**ESTIMATED True Interest Cost**	**MAXIMUM True Interest Cost**	**Draw Feature**	**Prepayment Features**	**Notes**
Estimated Public Bond Markets	2.5637%	Full term	**n/a**	**n/a**	**n/a**	$84,000	**2.8324%**	**2.8324%**	No	5 Years	Subject to interest rate risk; time & resources from Administration

Notes

[1] For these purposes, assumes 10 year historical averages of each index to the period after the fixed rate period. 5 Year Treasury rates have averaged approximately 1.50% over the last 10 years and is currently 0.45%. The Federal Home Loan Bank rates are based on averages over the last eight years available from the Des Moines FHLB.

[2] Estimated based on current market conditions as of June 9, 2020. Actual rates in the public bond market are subject to interest rate risk until the time of pricing, which is approximately 30-45 days.

[3] Estimated incremental costs of issuance compared to a bank loan. Inclusive of incremental costs such as underwriter's discount, credit rating, Official Statement preparation, CUSIPs, and other typical fees associated with a public bond issue.

APPENDIX B

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT
Summary of Series of 2020 Note

	1
	SOMERSET TRUST
Principal	$3,000,000
Estimated Timing	July 2020
	2
Assumed Rate	2.49% for 5 years followed by the 5 Year US Treasury rate + 2.25% with a cap of 4.00%
	3
Estimated True Interest Cost	3.0926%
Maximum True Interest Cost	3.3741%

4	5	6	7
Fiscal Year Ending	**Existing Debt Service**	**Estimated New Debt Service [1]**	**Maximum New Debt Service [2]**
6/30/2020	465,338		
6/30/2021	467,738	60,798	60,798
6/30/2022	467,838	149,700	149,700
6/30/2023	466,038	262,833	262,833
6/30/2024	469,138	263,102	263,102
6/30/2025	467,038	263,246	263,246
6/30/2026	469,838	262,750	268,600
6/30/2027	467,438	266,188	271,600
6/30/2028	469,938	264,250	269,200
6/30/2029	466,275	262,125	266,600
6/30/2030	467,500	264,813	268,800
6/30/2031	468,500	262,125	265,600
6/30/2032	469,275	264,250	267,200
6/30/2033	469,825	261,000	263,400
6/30/2034	470,150	262,563	264,400
6/30/2035	465,250	263,750	265,000
6/30/2036	465,238	264,563	265,200
TOTAL	**7,952,350**	**3,898,053**	**3,935,278**

[1] Assumes the 5 Year US Treasury + 2.50% is equal to 3.75% for the remainder of the loan following the 5 year fixed rate period. Does not take into account any benefit from the draw feature.

[2] Assumes a maximum rate of 4.00% after the 5 year fixed rate period. Does not take into account any benefit from the draw feature.

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

Bedford County, Pennsylvania

RESOLUTION

A RESOLUTION

OF THE BOARD OF SCHOOL DIRECTORS OF NORTHERN BEDFORD COUNTY SCHOOL DISTRICT, BEDFORD COUNTY, PENNSYLVANIA (THE "SCHOOL DISTRICT"), AUTHORIZING AND DIRECTING THE ISSUANCE OF A GENERAL OBLIGATION NOTE, SERIES OF 2020, IN THE PRINCIPAL AMOUNT NOT TO EXCEED $3,000,000 (THE "NOTE"), AS PERMITTED BY AND PURSUANT TO THE LOCAL GOVERNMENT UNIT DEBT ACT, 53 PA. C.S. § 8001 *ET SEQ*., AS AMENDED AND SUPPLEMENTED, FOR THE PURPOSE OF PROVIDING FUNDS FOR (I) A CERTAIN CAPITAL PROJECT, AND (II) THE PAYMENT OF COSTS OF ISSUING THE NOTE (COLLECTIVELY, THE "2020 PROJECT"); DETERMINING THAT SUCH DEBT SHALL BE NONELECTORAL DEBT OF THE SCHOOL DISTRICT; DETERMINING THAT THE NOTE SHALL BE SOLD AT INVITED SALE; ACCEPTING A PROPOSAL FOR PURCHASE OF THE NOTE, AT INVITED SALE, AND AWARDING THE NOTE AND SETTING FORTH RELATED PROVISIONS; FIXING THE SUBSTANTIAL FORM, DATE, MATURITY DATE, INTEREST RATE, INTEREST AND PRINCIPAL PAYMENT DATES, PLACE OF PAYMENT OF PRINCIPAL AND INTEREST AND PREPAYMENT PROVISIONS OF THE NOTE; AUTHORIZING EXECUTION AND ATTESTATION OF THE NOTE; PROVIDING THAT THE NOTE, WHEN ISSUED, SHALL BE A GENERAL OBLIGATION OF THE SCHOOL DISTRICT; PROVIDING COVENANTS RELATED TO DEBT SERVICE APPLICABLE TO THE NOTE AS REQUIRED BY SAID DEBT ACT, AND THE PENNSYLVANIA CONSTITUTION AND PLEDGING THE FULL FAITH, CREDIT AND TAXING POWER OF THE SCHOOL DISTRICT IN SUPPORT THEREOF; SPECIFYING THE REALISTIC ESTIMATED USEFUL LIFE OF SAID CAPITAL PROJECT; ESTABLISHING A SINKING FUND IN CONNECTION WITH THE NOTE AS REQUIRED BY SUCH DEBT ACT; APPOINTING A PAYING AGENT, REGISTRAR AND SINKING FUND DEPOSITORY; PROVIDING A COVENANT TO INSURE PROMPT AND FULL PAYMENT OF ALL OBLIGATIONS OF THE NOTE WHEN DUE; RATIFYING PRIOR ADVERTISEMENT AND DIRECTING FURTHER ADVERTISEMENT; AUTHORIZING AND DIRECTING THE PREPARATION, EXECUTION AND FILING OF A TRANSCRIPT OF PROCEEDINGS, INCLUDING A DEBT STATEMENT AND A BORROWING BASE CERTIFICATE, WITH THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT; DECLARING THAT THE DEBT TO BE INCURRED TOGETHER WITH OTHER INDEBTEDNESS OF THE SCHOOL DISTRICT, NOT TO BE IN EXCESS OF THE LIMITATION IMPOSED BY SUCH DEBT ACT

UPON THE INCURRING OF DEBT BY THE SCHOOL DISTRICT; SETTING FORTH CERTAIN COVENANTS RELATING TO THE NON-ARBITRAGE STATUS OF THE NOTE; DESIGNATING THE NOTE AS A QUALIFIED TAX-EXEMPT OBLIGATION UNDER SECTION 265 (b)(3) OF THE INTERNAL REVENUE CODE OF 1986, AS AMENDED; AUTHORIZING AND DIRECTING THE APPROPRIATE OFFICERS OF THE SCHOOL DISTRICT TO EXECUTE AND DELIVER A DISBURSEMENT AGREEMENT; ESTABLISHING A CLEARING ACCOUNT AND A PROJECT ACCOUNT; AUTHORIZING THE PAYMENT OF EXPENSES; PROVIDING GUIDELINES FOR PERMITTED INVESTMENTS; AUTHORIZING THE PAYMENT OF EXPENSES, AS APPLICABLE; AUTHORIZING AND DIRECTING PROPER OFFICERS OF THE SCHOOL DISTRICT TO DO AND PERFORM CERTAIN SPECIFIED, REQUIRED OR APPROPRIATE ACTS AND THINGS; PROVIDING FOR SEVERABILITY OF PROVISIONS; RATIFYING AND CONFIRMING AUTHORIZATION TO THE SOLICITOR, AND NOTE COUNSEL; REPEALING ALL RESOLUTIONS OR PARTS OF RESOLUTIONS INSOFAR AS THE SAME SHALL BE INCONSISTENT HEREWITH; AND PROVIDING WHEN THIS RESOLUTION SHALL BECOME EFFECTIVE.

ADOPTED JUNE 16, 2020

WHEREAS, Northern Bedford County School District, Bedford County, Pennsylvania (the "School District") is a school district established and existing under the Public School Code of 1949, 24 P.S. §1-101 *et seq*., (the "School Code") and other laws of the Commonwealth of Pennsylvania (the "Commonwealth") and is a Local Government Unit, as defined in the Local Government Unit Debt Act, 53 Pa. C.S. §8001 *et seq*., as amended and supplemented (the "Debt Act"); and

WHEREAS, the School District has determined to undertake a project including, but not limited to, the planning, designing, acquiring, constructing, furnishing and equipping alterations, additions and renovations to the School District's properties, facilities and grounds used and to be used in the execution of its educational mission, including, but not limited to, various capital upgrades to the Elementary School, Middle/High School and School District office areas, to the extent of available funds (the "Capital Project"); and

WHEREAS, the School District intends to issue its tax-exempt, non-electoral General Obligation Note, Series of 2020, in a single certificate in the principal amount of $3,000,000 (the "2020 Note" or the "Note"), in accordance with the terms of this Resolution and the Debt Act, for the purpose of funding the Capital Project; and

WHEREAS, The Capital Project, together with the payment of the costs of issuing the Note, as applicable, is herein referred to as the "2020 Project"; and

WHEREAS, the School District, having heretofore obtained realistic cost estimates for the Capital Project from persons qualified by education, training and experience to provide such cost estimates, hereby determines the estimated useful life of the Capital Project to be not less than forty (40) years; and

WHEREAS, the School District, heretofore solicited and requested proposals from banking institutions for the purchase, *inter alia*, of the 2020 Note; and

WHEREAS, Somerset Trust Company, having an office in Bedford, Pennsylvania, (hereinafter, the "Purchaser") pursuant to the School District's request, has submitted to the Board of School Directors of the School District a proposal for the purchase of the School District's 2020 Note, with the final terms, including, *inter alia*, the final principal amount of the School District's Note (the "Purchase Proposal"), which Purchase Proposal the Board of School Directors of the School District, in consultation with its Solicitor and Note Counsel, has determined is in proper order and acceptable to the School District for the 2020 Project; and

WHEREAS, the School District has heretofore authorized Eckert Seamans Cherin & Mellott, LLC, of Harrisburg, Pennsylvania, to act as Note Counsel with respect to legal matters associated with the financing of the 2020 Project; and

WHEREAS, the School District desires to approve and authorize the 2020 Project, issuance of the 2020 Note, acceptance of the Purchase Proposal, the form of the 2020 Note, the appointment of a paying agent for the 2020 Note, the award of the 2020 Note to the Purchaser, and the incurring of tax-exempt, non-electoral general obligation debt, in the principal amount of $3,000,000 pursuant to this Resolution, and the provisions of the Debt Act, for the Capital Project, and to authorize such further provisions as are required by law for the issuance of general obligation debt and further actions by its officers and professional advisors consistent with this Resolution, the Debt Act, and all other applicable law.

NOW, THEREFORE, BE IT RESOLVED, by the Board of School Directors of Northern Bedford County School District, Bedford County, Pennsylvania, as follows:

Section 1. The Project. The Board of School Directors of the School District hereby undertakes as a project, the 2020 Project. The description of the Capital Project and the 2020 Project contained in the recitals to this Resolution is hereby incorporated into this Section by reference as if set out here at length. Terms defined in the Recitals to this Resolution are hereby incorporated into and made a part of this Section by reference as if set out at length. Such terms as hereafter used in this Resolution shall have the meaning as defined in the Recitals.

Section 2. Incurrence of Indebtedness. For the purpose of providing funds for and toward the payment of costs, as such term is used in the Debt Act, of the 2020 Project, the incurring of nonelectoral debt by the School District in the principal amount not to exceed $3,000,000 is hereby authorized. Such debt shall be evidenced by the issuance of a general obligation note of the School District designated generally as its "General Obligation Note, Series of 2020", in the principal amount not to exceed $3,000,000 (the "Note"). The School District estimates that the Capital Project will be completed by August 2020.

Section 3. Approval of Private Sale by Invitation. The Board of School Directors of the School District hereby determines that the Note shall be sold at invited sale and hereby determines that invited sale of the Note is in the best financial interest of the School District.

Section 4. Acceptance of the Purchase Proposal. The Purchase Proposal from the Purchaser for the Note presented to the Board of School Directors of the School District at the meeting at which consideration has been given to this Resolution, is hereby accepted. The Note is hereby awarded and sold to the Purchaser at the price contained in the Purchase

Proposal (hereinafter, the "Note Purchase Agreement"), and as set forth on Schedule A, attached hereto and incorporated herein by reference as if set out here at length. Proper officers of the Board of School Directors of the School District are authorized and directed to execute and deliver an acceptance of the Note Purchase Agreement to the Purchaser. One counterpart of the Note Purchase Agreement shall be filed with the records of the School District.

Section 5. Interest Rate and Maturity Date. The Note shall bear interest and shall mature as set out in Schedule A. Interest on the Note shall be computed on the basis of a year of three hundred sixty (360) days comprised of twelve (12) thirty (30) day months.

Section 6. Appointment of Paying Agent, Registrar and Sinking Fund Depository. The School District hereby appoints Somerset Trust Company, having an office in Bedford, Pennsylvania, as paying agent ("Paying Agent") and registrar ("Registrar") for the Note and sinking fund depository ("Sinking Fund Depository") with respect to the Sinking Fund established pursuant to Section 11. A proper officer of the School District is authorized and directed to contract with [Purchaser], for its services as Sinking Fund Depository, Paying Agent and Registrar at such charges, if any, as shall be appropriate and reasonable for such services. The School District may, by resolution, from time to time appoint a successor Paying Agent, Sinking Fund Depository or Registrar to fill a vacancy or for any other reason.

Section 7. Payment Dates. The Note shall be fully registerable as to principal and interest and shall be dated as of the date of issuance and delivery thereof (the "Closing Date"). The Note shall bear interest from the date of issuance thereof at the applicable rate of interest, as specified in Section 5 hereof, payable initially on November 15, 2020, and on or before each May 15 and November 15 (each, an "Interest Payment Date"), thereafter to and including the May 15, 2036 (the "Maturity Date") from the immediately preceding Interest Payment Date to which interest has been paid, unless, as shown by the records of the Paying Agent, interest on the Note shall be in default, in which event the Note shall bear interest from the date on which interest was last paid, until the principal sum thereof is paid.

Principal on the Note shall be due on the Maturity Date as set forth in Schedule A attached hereto and incorporated herein, unless prepaid as provided herein.

The principal of and interest on the Note shall be payable in lawful moneys of the United States of America to the registered owner at the office of Paying Agent, or such other office from time to time designated by written notice to the then registered owner.

If the date for payment of the principal of or interest on the Note shall be a Saturday, Sunday, legal holiday or on a day on which banking institutions in the municipality where the office of the Paying Agent is located are authorized by law or executive order to close, then the date of such payment shall be the next succeeding day which is not a Saturday, Sunday, legal holiday or on a day on which such banking institutions are authorized to close, and payment on such date shall have the same force and effect as if made on the date fixed for such payment.

Section 8. Execution of Note. The Note shall be executed in the name of and in behalf of the School District by the manual signature of the President or Vice President of the Board of School Directors of the School District and the official seal of the School District shall be affixed thereunto and the manual signature of the Secretary or Assistant Secretary of the Board of School Directors shall be affixed thereunto in attestation thereof; and said officers are authorized to execute and to attest, as applicable, the Note.

Section 9. General Obligation Covenant. The Note is hereby declared to be a general obligation of the School District. The School District covenants to and with the registered owners, from time to time, of the Note, pursuant to this Resolution, that the School District, as appropriate, shall include the amount of the debt service for each fiscal year of the School District in which such sums are payable in its budget for that fiscal year, shall appropriate such amounts to the payment of such debt service and duly and punctually shall pay or shall cause to be paid the principal of the Note and the applicable interest thereon on the dates and at the place and in the manner stated in the Note, according to the true intent and meaning thereof; and, for such budgeting, appropriation and payment, the School District shall and does pledge, irrevocably, its full faith, credit and taxing power. As provided in the Debt Act, the foregoing covenant of the School District shall be enforceable specifically.

The maximum amounts of the debt service for each fiscal year of the School District in which such sums are payable are set forth in Schedule B, attached hereto and incorporated herein.

Section 10. Prepayment; Payment at Maturity.

(a) Optional Prepayment. The principal amount of and interest due on the Note shall be subject to prepayment prior to the Maturity Date, at the option of the School District, as a whole or, from time to time, in part, on any date, upon payment of the principal amount to be redeemed together with accrued interest thereon to the date fixed for prepayment and without any premium or penalty. Any partial prepayment of principal may be credited against such principal on the Note as the School District may designate in writing to the Bank at the time of prepayment. The loan will be prepaid on the consummation date of the Government Loan.

(b) Mandatory Payment. The payment of the outstanding principal of the Note, together with all accrued but unpaid interest thereon, shall be due on the Maturity Date.

Section 11. Establishment of the Sinking Fund.

(a) Deposit. There hereby is established, pursuant to Section 8221 of the Debt Act, a sinking fund for the 2020 Note, to be known as "Northern Bedford County School District – 2020 General Obligation Note Sinking Fund" (the "Sinking Fund"), into which the School District covenants to deposit, or cause to be deposited on its behalf, and into which the proper officers of the School District, or their designee as described in Section 22 hereof, are hereby authorized and directed to deposit (i) on or before November 15, 2020, and on or before each Interest Payment Date thereafter to and including the Maturity Date, amounts sufficient to pay the interest on the 2020 Note due on such dates, and (ii) on or before May 15, 2022, and on or before each May 15, through and including the Maturity Date, the amount sufficient to pay the principal of the 2020 Note due at maturity or pursuant to the prepayment provisions hereof. Should the amounts covenanted to be paid into the Sinking Fund be, at any time, in excess of the net amounts required at such time for the payment of interest and principal, whether by reason of funds already on deposit in the Sinking Fund or by reason of optional deposits as described in subsection (b) below, or for some similar reason, the amounts covenanted to be paid may be reduced to the extent of the excess.

(b) Application of Funds. All sums deposited into the Sinking Fund prior to either the School District's exercise of an optional prepayment of principal as authorized in Section 10, hereof, or the Maturity Date shall be applied exclusively to the payment of interest as covenanted in Section 9 hereof to be paid as the same from time to time become due and

payable and the balance of said moneys over and above the sum so required shall remain in the Sinking Fund, to be applied to the reduction of future interest payments ; subject, however, to investment or deposit at interest as authorized by law and as permitted by Section 19 hereof. The Sinking Fund shall be kept as a separate account at the Sinking Fund Depository. The Sinking Fund Depository, without further authorization other than as herein contained, shall pay from the moneys in the Sinking Fund, the principal of and interest on the 2020 Note as and when due to the registered owner thereof.

(c) Optional Deposits. Notwithstanding the foregoing, in the case of optional prepayment of the 2020 Note as permitted by Section 10 hereof, proper officers of the School District, or their designee as described in Section 22 hereof, are hereby authorized and directed to deposit from time to time funds which shall be sufficient when they, either alone or together with the interest to be earned thereon, if any, will equal the principal of the 2020 Note so prepaid and the interest thereon to the date of prepayment.

Section 12. Cost and Realistic Useful Life. Reasonable cost estimates have been obtained for the Capital Project with the assistance of persons qualified by education, expertise and experience. The cost of the 2020 Project is at least $3,000,000.

The estimated realistic useful life of the Capital Project has been determined to be at least thirty (30) years. Therefore, the principal installments of the Note are in accordance with § 8142(a)(2) of the Debt Act.

Section 13. Advertising. The action of the officers of the School District in advertising a summary of this Resolution, as required by law, is ratified and confirmed. The proper officers of the School District or any of them, are authorized and directed to advertise a notice of adoption of this Resolution in a newspaper of general circulation in the School District within 15 days after final adoption. The Secretary or the Assistant Secretary of the Board of School Directors is hereby directed to make a copy of this Resolution available for inspection by any citizen during normal office hours.

Section 14. Filing with Department of Community and Economic Development. The President or Vice President of the Board of School Directors of the School District and the Secretary or Assistant Secretary of the Board of School Directors, which shall include their duly qualified successors in office, if applicable, are authorized and directed to prepare, verify and file with the Department of Community and Economic Development, in accordance with the Debt Act, a transcript of proceedings relating to the issuance of the Note, including, the Debt Statement and Borrowing Base Certificate required by Section 8110 of the Debt Act, and to take other necessary action to authorize, prepare and file all necessary documents with the Department of Community and Economic Development including, if necessary or desirable, any statements required to exclude any portion of the debt evidenced by the Note from the appropriate debt limit as self-liquidating debt or subsidized debt.

It is declared that the debt to be incurred hereby is within the limitation imposed by the Debt Act upon the incurring of such debt by the School District.

Section 15. Internal Revenue Code Covenants.

(a) General. The School District hereby covenants with the registered owners, from time to time, of the Note that no part of the proceeds of the Note will be used, at any time, directly or indirectly, in a manner which, if such use had been reasonably expected on the date

of issuance of the Note, would have caused the Note to be an arbitrage bond within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended (the "Code"), and the Regulations thereunder proposed or in effect at the time of such use and applicable to the Note, and that it will comply with the requirements of that section and the Regulations throughout the term of the Note.

(b) Rebate. The School District covenants, if it is not eligible for any rebate exception under the Code, that it will rebate to the United States Department of Treasury, at the times and in the manner required by the Code, all investment income derived from investing the proceeds of the Note in an amount which exceeds the amount which would have been derived from the investment of proceeds of the Note at a yield not in excess of the yield of the Note.

(c) Qualified Tax-Exempt Obligation Designation. To the extent the Note, together with all other tax-exempt obligations issued in calendar year 2020, are issued in an aggregate principal amount of or less than $10,000,000 and otherwise qualify, the School District hereby designates the Note as a Qualified Tax-Exempt Obligation, as such term is defined in and pursuant to Section 265(b)(3) of the Code. The School District represents and reasonably expects that the total amount of its obligations so designated and to be designated during the 2020 calendar year does not and will not exceed $10,000,000.

(d) Filing. The School District will file with the IRS Form 8038-G and any other forms or information required by the Code to be filed in order to permit the interest on the Note to be excluded from gross income for federal income tax purposes.

Section 16. Approval. Proper officers of the School District are authorized and directed to deliver the Note, upon execution and attestation thereof as provided for herein, to the Purchaser, but only upon receipt of proper payment of the balance due therefor, and only after the Department has certified its approval of the required filing pursuant to Section 8204 of the Debt Act or such approval of the required filing shall be deemed to have occurred, as provided in Section 8206 of the Debt Act.

Section 17. Disbursement Agreement. The President or Vice President and the Secretary or Assistant Secretary of the Board of School Directors of the School District, as appropriate, are hereby authorized and directed to execute, attest and deliver a Disbursement Agreement, by and between the School District and the Purchaser, in the form hereinafter approved, providing for, *inter alia*, the loan of the proceeds of the 2020 Note by the Purchaser to the School District at the times and in the amounts as provided therein to be applied for and toward the costs and expenses of the Capital Project. Such Disbursement Agreement shall contain such provisions as shall be in substance and form satisfactory to Note Counsel, to the School District's Solicitor and the officers of the Board of School Directors of the School District executing the same and such form hereby is approved.

Section 18. Draws, Clearing Account, and Capital Project Account.

(a) Draw of Proceeds. In accordance with the Note Purchase Agreement, the School District, or its authorized designee, may draw down the proceeds of the Note pursuant to the Disbursement Agreement over a period beginning on the Closing Date and ending on November 15, 2021 (the "Drawdown Period"), provided that anytime during the Drawdown Period, the School District, or its designee, may draw down the entire undrawn balance of the proceeds of the Note. The first draw of proceeds of the Note made on the Closing Date shall be deposited into the Clearing Account as more fully described in subsection (b) below.

Thereafter, each draw of proceeds of the Note shall be deposited into the Capital Project Account, as more fully described in subsection (c) below.

(b) Clearing Account. The School District hereby establishes with the Paying Agent a special fund to be known as Northern Bedford County School District 2020 Clearing Account (the "Clearing Account") which shall be held as a trust fund for the benefit of the School District until disbursed in accordance with the provisions hereof. The School District shall deliver the net proceeds (including accrued interest, if any) derived from the sale of the Note to the Paying Agent for deposit to the Clearing Account. Upon written directions from the School District signed by the President or Vice President of the Board of School Directors of the School District, the Paying Agent shall transfer to the School District, as more fully set forth below, an amount of Note proceeds constituting the initial draw to fund the Capital Project.

(c) Project Account. The School District hereby establishes a project account for receipt of all, and only of, proceeds of the Note for which debt has been incurred in accordance and compliant with the Code (the "Capital Project Account'). Pursuant to the terms and procedure set forth in the Disbursement Agreement, proceeds of the Note will be drawn from time to time, which draws are authorized to be acknowledged by either the Superintendent or the Business Manager, and deposited into the Capital Project Account to fund the Capital Project.

Section 19. Investment. Any moneys in the Sinking Fund not required for prompt expenditure may, at the direction of the School District, be invested in bonds or obligations which are direct obligations of, or are fully guaranteed as to principal and interest by, the United States of America or may be deposited at interest in time accounts or certificates of deposit or other interest bearing accounts of any bank or bank and trust company, savings and loan association or building and loan association. To the extent that such deposits are insured by the Federal Deposit Insurance Corporation or similar Federal agency, they need not be secured. Otherwise, such deposits shall be secured as public deposits or as trust funds in accordance with the Debt Act. Any such investments or deposits shall mature or be subject to redemption at the option of the holder, or be subject to withdrawal at the option of the depositor, not later than the date upon which such moneys are required to be paid to the registered owners of the Note.

Section 20. General Authorization. The officers and officials of the School District including the President or Vice President of the Board of School Directors of the School District and the Secretary or Assistant Secretary of the Board of School Directors, are hereby authorized and directed to execute and deliver such other documents and to take such other action as may be necessary or appropriate in order to effect the execution, issuance, sale and delivery of the Note, all in accordance with this Resolution.

Section 21. Authorization of Officers. Any authorization granted to, power conferred on, or direction given to the President of the Board of School Directors of the School District and the Secretary of the Board of School Directors, shall be deemed to run to the Vice President of the Board of School Directors or Assistant or Acting Secretary of the Board of School Directors, respectively, as if such latter titles had been expressly included in the text hereof which grants such authorization, confers such power or gives such direction.

Section 22. Payment of Expenses. Certain expenses incurred in connection with issuance of the Note, shall be paid out of the proceeds derived from the issuance of the Note and School District officials designated herein are authorized to sign and deliver requests for payment of such expenses.

Section 23. Form of Note. The form of Note shall be substantially in the form attached hereto as Schedule C, which form hereby is incorporated herein and, together with such changes as shall be deemed appropriate by the officers of the School District executing the same, hereby is approved.

Section 24. Ratification. The School District hereby ratifies and confirms authorization to the Solicitor to the School District, Fanelli Willett Law Offices, Note Counsel, Eckert Seamans Cherin & Mellott, LLC, Harrisburg, Pennsylvania, and the Purchaser to undertake the necessary steps or to take necessary action relating to the sale and issuance of the 2020 Note. Subject to Solicitor approval, an engagement letter with by Note Counsel is approved and the President or the Superintendent is authorized to execute the engagement letter on behalf of the School District.

Section 25. Severability. In the event any provision, section, sentence, clause or part of this Resolution shall be held to be invalid, such invalidity shall not affect or impair any remaining provision, section, sentence, clause or part of this Resolution, it being the intent of the School District that such remainder shall be and shall remain in full force and effect.

Section 26. Repealer. All Resolutions or parts of Resolutions, insofar as the same shall be inconsistent herewith, shall be and the same expressly are repealed.

Section 27. Effective Date. This Resolution shall become effective in accordance with Section 8003 of the Debt Act.

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DULY ADOPTED by the Board of School Directors of Northern Bedford County School District in lawful session assembled, this 16th day of June, 2020.

NORTHERN BEDFORD COUNTY
SCHOOL DISTRICT, Bedford County,
Pennsylvania

_____
President, Board of School Directors

ATTEST:

_____
Secretary

(SEAL)

SCHEDULE A

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT
BEDFORD COUNTY, PENNSYLVANIA
GENERAL OBLIGATION NOTE
SERIES OF 2020

PURCHASE PRICE: $3,000,0000*

100% of the Principal Amount of the Note.

MAXIMUM PRINCIPAL AMORTIZATION AND MATURITY SCHEDULE

Interest Accrues From: Date of Closing, or such other date of issuance of the Note

Due: May 15, as shown below

Maximum Principal Installment	Year of Maturity
$ 75,000.00	2022
$190,000.00	2023
$195,000.00	2024
$200,000.00	2025
$175,000.00	2026
$185,000.00	2027
$190,000.00	2028
$195,000.00	2029
$205,000.00	2030
$210,000.00	2031
$220,000.00	2032
$225,000.00	2033
$235,000.00	2034
$245,000.00	2035
$255,000.00	2036

*or so much thereof as is advanced.

SCHEDULE B

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT
BEDFORD COUNTY, PENNSYLVANIA
GENERAL OBLIGATION NOTE
SERIES OF 2020

MAXIMUM ANNUAL DEBT
SERVICE SCHEDULE

Fiscal Year Ended	G.O. Bonds Series of 2016	G.O. Note Series of 2020	Total Debt Service
6/30/2021	467,738	60,798	528,535
6/30/2022	467,838	149,700	617,538
6/30/2023	466,038	262,833	728,870
6/30/2024	469,138	263,102	732,239
6/30/2025	467,038	263,246	730,284
6/30/2026	469,838	268,600	738,438
6/30/2027	467,438	271,600	739,038
6/30/2028	469,938	269,200	739,138
6/30/2029	466,275	266,600	732,875
6/30/2030	467,500	268,800	736,300
6/30/2031	468,500	265,600	734,100
6/30/2032	469,275	267,200	736,475
6/30/2033	469,825	263,400	733,225
6/30/2034	470,150	264,400	734,550
6/30/2035	465,250	265,000	730,250
6/30/2036	465,238	265,200	730,438
TOTAL	7,487,013	3,935,278	11,422,290

SCHEDULE C

FORM OF NOTE

$3,000,000 $3,000,000

UNITED STATES OF AMERICA
COMMONWEALTH OF PENNSYLVANIA

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT
BEDFORD COUNTY, PENNSYLVANIA

GENERAL OBLIGATION NOTE, SERIES OF 2020

The NORTHERN BEDFORD COUNTY SCHOOL DISTRICT, Bedford County, Pennsylvania (the "School District"), existing under the laws of the Commonwealth of Pennsylvania and a local government unit, as defined in the Local Government Unit Debt Act, 53 Pa. C.S. § 8001 *et seq*., as amended and supplemented (the "Debt Act"), for value received, acknowledges itself to be indebted to and promises to pay to Somerset Trust Company (the "Purchaser"), or registered assigns, the maximum principal sum of

THREE MILLION AND 00/100 DOLLARS*
($3,000,000.00)

or so much as is advanced hereunder, payable in the stated maximum principal amount set forth in the Payment Record attached hereto and incorporated herein, on September 1, 2028 (the "Maturity Date"), unless this Note shall have been prepaid, in whole, as herein permitted, and to pay interest (calculated based on a year of three hundred sixty (360) days comprised of twelve (12) thirty (30) day months) on the unpaid principal balance at the fixed rate of 2.49% from the date hereof to May 15, 2025, and then at a variable rate of interest adjusted every five (5) years to a rate equal to the then current 5-year U.S. Treasury Rate, plus 2.25%; provided, however, that in no event shall the variable rate exceed the maximum rate of 4.00% (collectively, the "Interest Rate"), payable on each May 15 and November 15, beginning on November 15, 2020 (each, an "Interest Payment Date'), from the immediately preceding Interest Payment Date to which interest has been paid, through and including the Maturity Date, unless, as shown by the records of the Paying Agent (hereinafter defined), interest on this Note shall be in default, in which event this Note shall bear interest from the date on which interest was last paid, until the principal sum thereof is paid.

This Note is being issued on a draw down basis, with advances to be made, from time to time, through the period ending on November 15, 2021, for the purpose of paying project costs and construction period interest hereon, provided that the total amount advanced and remaining unpaid and outstanding hereunder at any time shall not exceed the principal amount of this Note. This Note is being issued on the date hereof, which is the first date on which the cumulative draws exceed the lesser of the sum of $50,000 or 5% of the loan amount. Interest shall accrue on the amount of each advance from the date of such advance at the Interest Rate set forth above.

Payments of principal hereof, in whole or in part, and of interest hereon shall be made in any coin or currency of the United States of America which, at time of payment, shall be legal tender for payment of public and private debts, at the office of Somerset Trust Company (the "Paying Agent" which term shall include any duly appointed alternate or successor paying agent), at 8796 Lincoln Highway, Bedford, Pennsylvania. So long as the Purchaser shall be the registered owner hereof, payment of any part of the principal of and interest on this Note by or

on behalf of the School District shall be valid and effective to satisfy and discharge fully the obligations of the School District or its Paying Agent, with respect to such payments of principal and interest, without surrender hereof to the Paying Agent for appropriate notation upon the Payment Record attached hereto and made part hereof. At any time the registered owner hereof shall not be the Purchaser, payment of any part of the principal of and interest on this Note shall be made only upon surrender hereof by the registered owner at the office of the Paying Agent (or the office of any successor paying agent) for appropriate notations with respect to such payments and any unrecorded prior payments upon such Payment Record. Notations upon such Payment Record with respect to payments of principal and interest shall satisfy and discharge fully the obligations of the School District with respect to such payments of principal and interest, and such notations upon such Payment Record shall be conclusive and binding upon the registered owner hereof. Final payment of principal and interest appertaining hereto shall be made only upon complete surrender hereof to the Paying Agent.

The principal amount of and interest due on this Note shall be subject to prepayment prior to maturity, at the option of the School District, as a whole or, from time to time, in part, on any date, upon payment of the principal amount to be redeemed together with accrued interest thereon to the date fixed for prepayment and without any premium or penalty. Any partial prepayment of principal may be credited against such principal on this Note as the School District may designate in writing to the Bank at the time of prepayment.

If the date for payment of the principal of or interest on this Note shall be a Saturday, Sunday, legal holiday or on a day on which banking institutions in the municipality where the office of the Paying Agent is located are authorized by law or executive order to close, then the date of such payment shall be the next succeeding day which is not a Saturday, Sunday, legal holiday or on a day on which such banking institutions are authorized to close, and payment on such date shall have the same force and effect as if made on the date fixed for such payment.

This Note is issued in accordance with provisions of the Debt Act, and by virtue of a duly adopted resolution (the "Resolution") of the Board of School Directors of the School District. The Debt Act, as such shall have been in effect when this Note was authorized, and the Resolution shall constitute a contract between the School District and the registered owner, from time to time, of this Note.

It is hereby certified that: (i) all acts, conditions and things required to be done, to happen or to be performed as conditions precedent to and in issuance of this Note or in creation of the debt of which this Note is evidence have been done, have happened or have been performed in due and regular form and manner, as required by law; and (ii) the debt represented by this Note, together with any other indebtedness of the School District, if any, is not in excess of any limitation imposed by the Debt Act upon the incurring of debt by the School District. The School District has covenanted in the Resolution with the registered owners, from time to time, of this Note that the School District, as appropriate, shall include the maximum principal amortization and tax-exempt debt service as set forth in Schedule B to the Resolution, for each fiscal year of the School District in which sums are payable, in its budget for that fiscal year, shall appropriate such amounts to the payment of such debt service and duly and punctually shall pay or shall cause to be paid the principal of this Note and the interest thereon at the dates and place and in the manner stated herein, according to the true intent and meaning thereof; and, for such budgeting, appropriation and payment, the School District has and does pledge, irrevocably, its full faith, credit and taxing power. The Debt Act provides that the foregoing covenant of the School District shall be enforceable specifically.

The School District, in the Resolution, has established a sinking fund with the Paying Agent, as the sinking fund depository, into which funds for the payment of the principal of and the interest on this Note shall be deposited not later than the date fixed for disbursement thereof. The School District has covenanted in the Resolution to make payments out of such sinking fund or out of any other of its revenues or funds, at such times and in such annual amounts, as shall be sufficient for prompt and full payment of all obligations of this Note.

This Note, immediately upon execution and delivery hereof by the School District, shall be registered, both as to principal and interest, in the name of the Purchaser, and thereafter in the name of any subsequent owner, on records of the School District to be kept for that purpose by the Paying Agent, each such registration to be noted on the Registration Record hereon by a duly authorized representative of the Paying Agent. After such registration, no transfer hereof shall be valid unless made by the registered owner hereof in person or by his duly authorized attorney and similarly noted upon said records and hereon. Rights of any registered owner hereof, subsequent to the initial registered owner hereof, shall not exceed rights of the predecessor registered owner hereof.

This Note is issuable only in the form of a fully registered Note, without coupons.

THE INTEREST PAYABLE ON THIS NOTE IS EXEMPT FROM FEDERAL INCOME TAXATION. The School District has designated, under and for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended, this Note as a "qualified tax-exempt obligation," as such phrase is defined in Section 265(b)(3)(B) of such Code.

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IN WITNESS WHEREOF, NORTHERN BEDFORD COUNTY SCHOOL DISTRICT, Bedford County, Pennsylvania, as provided by the Debt Act and in the Resolution, has caused this Note to be executed in its name and in its behalf by the manual or facsimile signature of its President of the Board of School Directors, and the official seal of the School District to be affixed hereunto, duly attested by the manual or facsimile signature of the Secretary of the Board of School Directors, all as of the __ day of _____, 2020.

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT, Bedford County, Pennsylvania

_____
President, Board of School Directors

ATTEST:

_____
Secretary of the Board

[SEAL]

REGISTRATION RECORD

NOTHING TO BE WRITTEN HERE EXCEPT BY A DULY AUTHORIZED
REPRESENTATIVE OF [PURCHASER],
[LOCATION], PENNSYLVANIA (THE "PAYING AGENT")

DATE OF REGISTRY	NAME OF REGISTERED OWNER	REGISTERED BY AUTHORIZED REPRESENTATIVE OF THE PAYING AGENT
_____ __, 2020	Somerset Trust Company 8796 Lincoln Highway Bedford, PA 15522	

PAYMENT RECORD

SEMI-ANNUAL INSTALLMENTS OF INTEREST			PRINCIPAL PREPAYMENTS			
DEBT SERVICE PAYMENT	MAXIMUM PRINCIPAL DUE	AMOUNT OF INTEREST	DATE OF PREPAYMENT (IF ANY)	AMOUNT OF PRINCIPAL PREPAID	AMOUNT OF PRINCIPAL REMAINING UNPAID	SIGNATURE OF AUTHORIZED OFFICER OF THE PAYING AGENT; DATE
11/15/2020		$				
05/15/2021		$				
11/15/2021		$		$	$	
05/15/2022	$	$				
11/15/2022		$				
05/15/2023	$	$		$	$	
11/15/2023		$				
05/15/2024	$	$				
11/15/2024		$		$	$	
05/15/2025	$	$				
11/15/2025		$				
05/15/2026	$	$		$	$	
11/15/2026		$				
05/15/2027	$	$				
11/15/2027		$		$	$	
05/15/2028	$	$				
11/15/2028		$				
05/15/2029	$	$				
11/15/2029		$		$	$	
05/15/2030	$	$				
11/15/2031		$				
05/15/2032	$	$		$	$	
11/15/2032		$				
05/15/2033	$	$				
11/15/2033		$				
05/15/2034	$	$				
11/15/2034		$				
05/15/2035	$	$				
11/15/2035		$				
05/15/2036	$	$				

CERTIFICATE

I, the undersigned officer, of the Northern Bedford County School District, Bedford County, Pennsylvania ("School District"), hereby certify that: (a) attached to this Certificate is a true, correct and complete copy of a Resolution (the "Resolution") which was duly adopted at a meeting of the Board of School Directors of the School District on June 16, 2020, at which a quorum was present and acting throughout, and which was at all times open to the public; (b) the Resolution was duly recorded in the School District's Resolution Book, and a summary of the Resolution was published as required by law in a newspaper of general circulation in the School District; (c) the School District met the advance notice requirements of the Sunshine Act, 65 Pa. C.S. § 701 *et seq*., by advertising the date of the meeting and posting a notice of the meeting at the public meeting place of the Board of School Directors; (d) the total number of members of the Board of School Directors is nine; and (e) the vote upon the Resolution was called and duly recorded upon the minutes and that the members voted in the following manner:

	Yes	No	Abstain	Absent
Randy A. Wiand				
Steven F. Cottle				
Chris Cronrath				
John L. Eshelman				
Chad W. Mickle				
Michael W. Miller				
C. David Potchak				
Tammy L. Reasy				
Ralph R. Scott				

WITNESS my hand and the seal of the School District this 16th day of June, 2020.

_____
Secretary

[SEAL]

Permanent Bus Transfer Request

Reasons for change:

1. Likelihood of more staff and bus driver absences. This increases the need of substitutes whom do not know the children and their corresponding buses or their schedule. Also, for bus driver substitutes that are not familiar with routes dealing with bus notes can be complicated.
2. The daily changing of buses for children exposes them to more children than need be due to COVID-19.
3. The transportation process will be more easily adjusted for a hybrid plan if we go back to the yellow phase.
4. The amount of time each day for staff to appropriately deal with each bus transfer request is in the neighborhood of 60-90 minutes per day.
5. Office staff will sometimes need to call parents to clarify incomplete or inaccurate bus notes.
6. The whole process allows so many opportunities for human error.
   SC #1: Parent writes note that morning puts it in child's backpack, child must remember to get it out of the back pack and give it to teacher that morning, note comes to the office to be checked for validity, note is copied, note is distributed back to the classroom, teacher gives note to student at dismissal, student gives bus driver note.
   SC #2: Parent calls the office at any point through the day, secretary writes note, calls teacher about the change, teacher notifies student of the change, bus note is delivered to classroom, teacher gives note to student at dismissal, student gives bus driver note.

Scenarios the school offices (mostly elementary) deal with daily.

1. Parents using daily bus notes and calling in of bus notes not out of necessity but for their convenience. Ex: parent calls at 2:30 or later they are shopping and aren't going to make it home just send child home with another student because their parent is at home.
2. Numerous daily calls for bus changes and sometimes more than one call from the same parent.
3. Parents calling to change a year long note just for a day happens frequently.
4. Parents calling to change a bus note that was submitted earlier that day.
5. Parents calling after 2:30 for bus changes. This causes a rush to notify the teacher/student/driver of changes. Often results in delay of dismissal for whole student body.
6. Frequent parent calls to the office for a bus note instead of writing one and sending it to the school with the child.
7. Split families will sometimes call or send notes contradicting one another. This results in school staff calling the parents and acting as a mediator to come to a conclusion on where to send the student.

8. We have to deal with upset and worried parents when mistakes happen where their child rode the wrong bus to the wrong location.
9. There have been situations where we've had three staff members on the phone at dismissal with different families to get clarification for multiple bus questions.
10. Confusion at dismissal due to a just found note in a back pack or a child realizes they were to have a note but they don't have one. Results in calling the parent, an upset child (often crying child on the bus), stressed employees, and once again delay of dismissal for the whole student body.
11. After dismissal and teachers return to their classrooms they find a note the child laid down and didn't take with them to give to the driver causes panic and again delayed dismissal for the whole student body. Sometimes this is after buses leave the campus which results in the driver brining the student back to the school, parents being called with an explanation of what went wrong, and the parent arranging for someone to come to the school right away to pick up their child.

Northern Bedford County School District
Athletic Department
Athletics Health and Safety Plan

INTRODUCTION

The COVID-19 pandemic has presented athletics across the world with a myriad of challenges. The COVID-19 virus is a highly contagious illness that primarily attacks the upper respiratory system. The virus that causes COVID-19 can infect people of all ages. Research from the Centers for Disease Control, among others, has found that while children do get infected by COVID-19, relatively few children with COVID-19 are hospitalized. However, some severe outcomes have been reported in children, and a child with a mild or even asymptomatic case of COVID-19 can spread the infection to others who may be far more vulnerable. While it is not possible to eliminate all risk of furthering the spread of COVID-19, the current science suggests there are many steps schools can take to reduce the risks to students, coaches, and their families.

Northern Bedford County will take the necessary precautions and recommendations from the federal, state, and local governments, CDC, PA DOH, as well as the NFHS and PIAA. The NBCSD realizes the knowledge regarding COVID-19 is constantly changing as new information and treatments become available. These recommendations will be adjusted as needed as new information becomes available in order to decrease the risk of exposure for our staff, students, and spectators.

As more public health information becomes available, the administration will work with the impacted entities to release further guidance that could involve changes impacting our various athletic programs.

The NBCSD Point of Contact for Covid-19 Related Athletic Questions is the Athletic Director, Mr. Jeff Batzel.

RECOMMENDATIONS

Recommendations for **ALL LEVELS** of Junior and Senior High Athletics

1. Coaches will continually screen/monitor athletes for symptoms prior to and during any practice, event, or team meeting. The purpose of the screening/monitoring is to identify any athlete who is exhibiting any COVID-19 signs and symptoms.
2. Promote healthy hygiene practices such as hand washing (20 seconds with warm water and soap) and employees wearing a face covering as feasible. (Face coverings are recommended to help decrease potential exposure to COVID-19 respiratory droplets by an infected individual. Face coverings will not be used for athletes while practicing or competing.) Hand Sanitizer will be available for team use as resources allow.
3. Intensify cleaning, disinfection, and ventilation in all facilities.
4. Encourage social distancing through increased spacing, small groups, and limited mixing between groups, if feasible.
5. Educate Athletes, Coaches, and Staff on health and safety protocols.
6. Anyone who is sick must stay home.
7. Establish a response plane if a student or employee gets sick. (Follow CDC, DOH, and PDE guidelines)

8. Regularly communicate and monitor developments with local authorities, employees, and families regarding cases, exposures, and updates to policies and procedures.
9. Athletes and Coaches MUST provide their own water bottle for hydration. Water bottles must not be shared.
10. PPE (gloves, masks, eye protection) will be used as needed and situations warrant, or determined by local/state governments.
11. Identify Staff and students who may be at a higher risk of severe illness from COVID-19 due to underlying medical conditions (See - CDC "People Who are at a Higher Risk for Severe Illness").
12. Concession Stands or other food made available must adhere to the Guidance for Business in the Restaurant industry.

CLASSIFICATION OF SPORTS

Higher Risk: Sports that involve close, sustained contact between participants, lack of significant protective barriers, and high probability that respiratory particles will be transmitted between participants. Examples: Football, Wrestling, Cheerleading (stunts), Basketball, Soccer.

Lower Risk: Sports that can be done with social distancing or individually with little to no sharing of equipment or the ability to clean the equipment between uses by competitors. Examples: Track & Field, Cross Country, Baseball, Volleyball, Golf, Weightlifting, Sideline Cheer.

PRACTICE/OPEN GYM/SUPERVISED WORKOUT GUIDELINES

Basic Guidelines

- Athletes and Coaches should abide by guidelines set forth by the local and state governments.
- Coaches will continually screen/monitor athletes for symptoms prior to and during any practice, event, or team meeting. The purpose of the screening/monitoring is to identify any athlete who is exhibiting any COVID-19 signs and symptoms. *Screenings may include answering the questions on the screening checklist (See Appendix for COVID-19 Screening form). Responses* to screening questions for each person should be recorded and stored so that there is a record of everyone present in case a student develops COVID-19
- Any person with positive symptoms reported should not be allowed to take part in workouts and should contact his or her primary care provider or other appropriate health-care professional
- Team Attendance should be recorded and may be used in lieu of the Covid-19 Screening form for any athlete answering "NO" to each of the 7 questions on the checklist. The screening form must be kept on file for any athlete answering "YES" to any of the 7 questions and/or if temperature checks are required and they are at 100.4 or more.

Limitations on Gatherings:

- Follow State and Local Guidelines
- Social Distancing should be applied during practices and in locker rooms, and gathering areas

Facilities Cleaning:

- Adequate cleaning schedules should be created and implemented for all athletic facilities to mitigate any communicable disease
- Athletic Facilities should be cleaned prior to arrival and post workouts and team gatherings, high touch areas should be cleaned more often
- Weight Room Equipment should be wiped down after an individual's use
- Appropriate clothing/shoes should be worn at all times in the weight room to minimize sweat from transmitting onto equipment surfaces

Equipment/Personal Cleaning:

- Students should refrain from sharing clothing/towels and should be washed after each practice, including pinnies
- Athletic equipment that may be used by multiple individuals (balls, shields, tackling dummies, shotput, discus, pole vault, etc.) should be cleaned intermittently during practice and events as deemed necessary
- Hand Sanitizer should be used periodically as resources allow
- No chewing gum, spitting, licking fingers, and eating sunflower seeds are permitted.

Hydration:

- Students MUST bring their own water bottle. Water bottles must not be shared.
- Hydration Stations may be used but MUST be cleaned after every practice/event.

OTHER RECOMMENDATIONS:

Transportation:

Modifications for student/coach transportation to and from athletic events may be necessary. This may include:

- Reducing the number of students/coaches on a bus/van
- Using hand sanitizer upon boarding a bus/van
- Social distancing on a bus

These potential modifications will be determined by the school district, bus companies, Department of Education, State and Local governments.

Social Distancing during Contests/Events/Activities

- Sidelines/Bench – appropriate social distancing will need to be maintained on sidelines/bench during contests and events, as deemed necessary by the school, PIAA, state and local governments. Consider using tape or paint as a guide for students and coaches.

Who should be allowed at events?

Group people into tiers from essential to non-essential and decide which will be allowed at an event:

1. Tier 1 (Essential) – Athletes, coaches, officials, event staff, medical staff, security
2. Tier 2 (Preferred) – Media
3. Tier 3 (Non-essential) – Spectators, vendors

- Only Tier 1 and 2 personnel will be allowed to attend events until state/local governments lift restrictions on mass gatherings.

- Changes to seating capacity and social distancing may be necessary for each venue facility and will be determined as more recommendations are released by the local/state governments.

Overnight/Out of State Events/ Events in COVID-19 Hot Spots

- The NBCSD will evaluate each event and follow all local/state government guidelines on a case by case basis. Every consideration will be taken as to not expose students to unnecessary or potential high-risk exposure.

POSITIVE CASES AND COACHES, STAFF, OR ATHLETES SHOWING COVID-19 SYMPTOMS

What are the signs and symptoms of COVID-19?

Symptoms may appear 2-14 days after exposure to the virus. The symptoms may range from mild to severe.

Symptoms may include:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore Throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

What to do if you are sick?

- If you are sick or think you are infected with COVID-19, STAY AT HOME. It is essential that you take steps to help prevent the disease from spreading to people in your home or community. If you think you have been exposed to COVID-19 and develop a fever and symptoms, call your healthcare provider for medical advice.
- Notify the school immediately (principal, athletic director, athletic trainer, coach)
- It will be determined if others who may have been exposed (students, coaches, staff) need to be notified, isolated, and /or monitored for symptoms
- If a Positive case of COVID-19 is Diagnosed Contact Tracing will be implemented with the assistance of local health professionals and the CDC/PA DOH. See Information in Appendix

What to do if a student or staff become ill with COVID-19 symptoms during practice, event, or during transportation to or from an event?

- Every effort will be made to isolate the ill individual from others, until the student or staff member can leave the school or event
- If student, parent/guardian will be contacted immediately, and arrangements will be made for the student to be picked up
- Ill individual will be asked to contact their physician or appropriate healthcare professional for direction

Return of student or staff to athletics following a COVID-19 diagnosis?

- Student or staff should have medical clearance from their physician or appropriate healthcare professional, determined to be non-contagious,
  Fever free (without fever-reducing medicine), improvement in respiratory symptoms (cough, shortness of breath), no vomiting or diarrhea.

EDUCATION

Staff, Coaches, Parents and Athletes will be educated on the following (through posters, flyers, meetings, emails, phone calls):

- COVID-19 signs and symptoms
- Proper ways to limit exposure to COVID-19 (hand washing, cough in your elbow, disinfecting touched surfaces, social distancing, avoid touching eyes, nose, face and mouth, no spitting, gum chewing, etc.)
- No Handshakes/Celebrations (high fives, fist/elbow bumps, chest bumps, hugging), etc.
- The content of this Return to Sport Guidelines Document.
- Any pertinent COVID-19 information released by state/local governments, NFHS, and PIAA.
- students should come dressed for activity.
- Limit indoor activities and the areas used. Prior to defined sports season, locker room and facility showers are not permitted to be used.
- Student Athletes should remain with their assigned groups during each workout and during daily workouts to limit the number of people they come in contact with.
- No students allowed in training areas without the presence of an athletic trainer or school employee.

APPENDIX

Northern Bedford Athletic Department
Athlete and Staff COVID-19 Screening

Name: _____ Date: _____

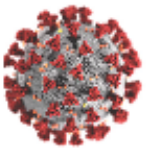
Grade: _____ Sports: _____

Students/Coaches should self-report as deemed necessary prior to each practice/event. Temperature may be taken from a designated trained individual as needed. The other symptoms should be marked as "N" – NO or "Y" Yes answers. If there is not a temperature check available or deemed necessary the answer should reflect whether they have had a temperature of 100.4 or greater in the past 24 hours.

For the column "Close Contact" the answer should reflect the following question:
Within the past 14 days have you had close contact with someone who is currently sick with suspected or confirmed COVID-19? (Note: Close contact is defined as within 6ft for more than 10 consecutive minutes, without PPE equipment.)
If any responses are "YES", student will NOT be allowed to practice or compete, and will be asked to leave school grounds. Parent/Guardian will be notified.

DATE	TEMP	Fever/ Chills	Cough	Sore Throat	Short of Breath	Loss Taste/ Smell	Vomiting Diarrhea	Close Contact ***

What you should know about COVID-19 to protect yourself and others



Know about COVID-19

- Coronavirus (COVID-19) is an illness caused by a virus that can spread from person to person.
- The virus that causes COVID-19 is a new coronavirus that has spread throughout the world.
- COVID-19 symptoms can range from mild (or no symptoms) to severe illness.



Know how COVID-19 is spread

- You can become infected by coming into close contact (about 6 feet or two arm lengths) with a person who has COVID-19. COVID-19 is primarily spread from person to person.
- You can become infected from respiratory droplets when an infected person coughs, sneezes, or talks.
- You may also be able to get it by touching a surface or object that has the virus on it, and then by touching your mouth, nose, or eyes.



Protect yourself and others from COVID-19

- There is currently no vaccine to protect against COVID-19. The best way to protect yourself is to avoid being exposed to the virus that causes COVID-19.
- Stay home as much as possible and avoid close contact with others.
- Wear a cloth face covering that covers your nose and mouth in public settings.
- Clean and disinfect frequently touched surfaces.
- Wash your hands often with soap and water for at least 20 seconds, or use an alcohol-based hand sanitizer that contains at least 60% alcohol.



Practice social distancing

- Buy groceries and medicine, go to the doctor, and complete banking activities online when possible.
- If you must go in person, stay at least 6 feet away from others and disinfect items you must touch.
- Get deliveries and takeout, and limit in-person contact as much as possible.



Prevent the spread of COVID-19 if you are sick

- Stay home if you are sick, except to get medical care.
- Avoid public transportation, ride-sharing, or taxis.
- Separate yourself from other people and pets in your home.
- There is no specific treatment for COVID-19, but you can seek medical care to help relieve your symptoms.
- If you need medical attention, call ahead.



Know your risk for severe illness

- Everyone is at risk of getting COVID-19.
- Older adults and people of any age who have serious underlying medical conditions may be at higher risk for more severe illness.

cdc.gov/coronavirus

CS 1[illegible] 04/15/2020

pennsylvania
DEPARTMENT OF HEALTH

WHAT IS CONTACT TRACING?

BACKGROUND

Contact tracing is the process of reaching out
to anyone who came into close contact with an individual who is positive for COVID-19. Contact tracing helps monitor close contacts for symptoms and to determine if they need to be tested. Contact tracing is a key strategy for preventing the further spread of infectious diseases such as COVID-19.

WHAT DOES THIS PROCESS LOOK LIKE?

- In contact tracing, public health staff work with a case to help them recall everyone they have had close contact with during the time they were infectious.
- Public health staff then inform individuals who have had close contact (e.g. “close contacts”) that they have potentially been exposed to COVID-19. Close contacts are only told that they may have been exposed to someone who has COVID-19; they are not told who may have exposed them.
- Close contacts are given education, information and support so they understand their risk. They receive information on what they should do to separate themselves from others who have not been exposed, how to monitor themselves for illness, and are made aware that they could possibly spread the infection to others, even if they do not feel sick.
- Close contacts will be asked to quarantine themselves and are encouraged to stay home and maintain social distancing through the end of their infectious period, which is about 14 days, in case they become sick. They should monitor themselves by checking their temperature twice a day and watch for any other symptoms of COVID-19. Public health staff will check in with these contacts to make sure they are self-monitoring and have not developed symptoms.
- If a close contact develops symptoms, they should isolate themselves and let public health staff know. The close contact will be evaluated to see if they need medical care. A test may be necessary unless the individual is already in a household or long-term care facility with a confirmed case, then the close contact would be considered a probable case without a test.

WHAT TERMS SHOULD I KNOW WHEN IT COMES TO CONTACT TRACING?

- A **case** is a patient who has been diagnosed with COVID-19. A case should isolate themselves, meaning they should stay away from other people who are not sick to avoid spreading the illness.
- A **close contact** is an individual who had close contact with a case while the case was infectious. A close contact should quarantine themselves, meaning they should stay at home to limit community exposure and self-monitor for symptoms.
- A **contact of a close contact** is an individual who had or continues to have contact with a close contact. A contact of a close contact should take all regular preventative actions, like washing hands, covering coughs and sneezes, and cleaning surfaces frequently. A contact of a close contact should be alert for symptoms.

RESOURCES:

NFHS: Guidance for Opening Up High School Athletics and Activities (per update on May 2020)

Centers for Disease Control and Prevention
Website: cdc.gov/coronavirus/2019-ncov/index.html
"What You Should Know About COVID-19 to Protect Yourself and Others",
"Schools Decision Tree"

PA Department of Health
Website: health.pa.gov
"Coronavirus Symptoms"
"What is Contact Tracing"
"Phased Re-opening Plan by Governor Wolf"

A Guide to Re-Entry to Athletics in Texas Secondary Schools
By Jamie Woodall, MPH, LAT, ATC, CPH and Josh Woodall Med, LAT, ATC

COVID-19 Return to School Plan

June 15, 2020

Northern Bedford County School District (NBCSD)

General Health and Safety Guidelines

The following strategies have been implemented to encourage (student and staff) behaviors that reduce the spread of COVID-19:

- Avoid close contact with people who are sick
- Check temperature at home before school/work, if possible
- Stay home when ill
- Cover cough or sneeze into elbow or tissue followed by hand hygiene
- Maintain social distancing, when feasible
- Use of face masks or coverings, as desired
- Ensure vaccines are up-to-date
- Continue regular cleaning, sanitizing, disinfecting, and disposal protocols

Specific Guidelines per Department/Program

Administration

- Coordinate with local health officials
- Post Health and Safety Plan on district website
- Provide updated information to parent/guardian on district website and flyers/letters
    - Ensure communications are in common language spoken at school and easily understandable for children and adults
- Encourage home/self-screening for students and staff and reporting to appropriate personnel
- Broadcast regular announcements on reducing the spread of COVID-19
- Limit or cancel all non-essential field trips, based on current conditions
- Monitor absenteeism of students and staff
- Consider ways to accommodate needs of students and staff who are identified as high risk, as needed
- Limit gatherings, events, and extracurricular activities to those that can maintain social distancing, if possible
- Restrict attendance of non-essential visitors, volunteers, and activities by groups from higher transmission areas
- Discourage buffet style and “salad” bars luncheons where utensils are touched by multiple people
- Conduct staff training re’ Health and Safety Plan
    - Consider online training or stagger in-person training to limit the size of gatherings, if possible
    - Disseminate and update training documents as a reference for staff

- Create enlarged pool of trained, reliable substitutes so staff can feel confident staying home when ill
- Review and update health and safety plan, as needed
- Test communication plan for use with the school community

After School (ELEM)/After Three (MS/HS) Program

- Hold activities in gym, auditorium, cafeteria, or other large spaces to promote social distancing
- Limit the number of individuals in classrooms, when feasible
    - CDC recommends no more than 25 individuals including staff or current CDC recommendations
- Reinforce appropriate handwashing technique and respiratory etiquette
- Limit or no non-essential visitors/volunteers
    - Visitation scheduled in advance, when possible
    - Administrator approval
    - Encourage routine handwashing between activities or classes
- Serve pre-packaged, individualized snacks or individually plated snacks, whenever possible
- Ensure adequate supplies to minimize sharing of high-touch materials (i.e., textbooks, art supplies, equipment etc.)
    - For devices and materials that must be shared, ensure cleaning and disinfecting between uses

Athletics

- Encourage social distancing, when possible
    - Hold small group practice in gymnasium, auxiliary gym, outdoors, etc., when possible
    - Decrease length of time players are close to each other or to staff during skill building activities
- Incorporate hand hygiene and respiratory etiquette into daily routine
- Consider limiting staff to essential personnel
- Clean & disinfect athletic facilities after each event, as required
- Discourage unnecessary contact (i.e., high fives, fist bumps, etc.) that does not relate to practice or competition
- Limit sharing of gear, when possible
- Clean & disinfect equipment between each individual use
- Discourage sharing of hydration container
    - Each athlete responsible for providing own hydration container
- Limit full contact between players to game days
- Withhold ill athletes from play no matter the circumstance
- Encourage student and staff self-reporting to coaching personnel if sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with COVID-19 symptoms or a confirmed or suspected case

Cafeteria

- Clean & disinfect frequently touched surfaces between lunch periods
- Avoid sharing of food items & utensils
- Individualize serving portions of condiments in small cups or packets
- Serve only individually plated food items
- Use of face mask & gloves by those serving food, as required by PaDOH
- Sanitize key pad at least after each class/period
- Encourage use of hand sanitizer before and after food line

Classroom

- Promote non-contact methods of greetings
- Incorporate handwashing into daily routine
    - Upon entry into room; after blowing nose, coughing, or sneezing; after using the restroom; before eating or preparing food; after contact with animals or pets or playing outside, etc.
    - Wash hands w/soap and water for at least 20 seconds
    - Use hand sanitizer that contains at least 60% (ethanol) alcohol or 70% (isopropanol) alcohol, if soap and water not readily available
    - Display handwashing posters next to classroom sink
- Reinforce respiratory hygiene regularly
- Use of face masks or coverings by students and staff permitted, as desired
    - Parent/guardian and staff responsible for providing
    - Use will not be monitored in school
- Encourage students to avoid touching their eyes, nose, and mouth as much as possible
- Keep students' belongings separated from others', when possible
- Turn desks facing one direction, when possible
- Clean & disinfect high touch areas/surfaces (i.e., desks, chairs, tables, light switch, sink faucet/handles, etc.) at least once daily and prior to new students arriving in classroom
- Discourage sharing of lap top, mouse, etc., if possible
    - Disinfect equipment after use
- Minimize sharing of high-touch materials (i.e., textbooks, art supplies, equipment etc.)
    - For devices and materials that must be shared, ensure cleaning and disinfecting between uses
- Avoid water fountains, when possible
    - Encourage students to bring their own bottled water
- Utilize first aid supplies in classroom or consider telehealth support so only those with valid health issues are sent to Nurse's Office for additional treatment
    - Contact the School Nurse, prior to sending students if uncertain or need guidance about student care
- Limit personal items from home

- Increase ventilation by keeping windows open, if possible
- Serve pre-packaged, individualized snacks during classroom celebrations, etc.
- Limit or no non-essential visitors/volunteers
    - Visitation scheduled in advance, when possible
    - Administrator approval
    - Encourage routine handwashing between activities or classes
- Declutter classroom
- Eliminate “communal-style” hall pass system
- Establish distances, per CDC recommendation, between student desks/seating and other social distancing practices to the maximum extent feasible and appropriate
    - Consider unique needs of music program with potential increased risk of droplet transmission making physical distancing a priority for wind instruments
- Clean and disinfect playground equipment after use

Custodial/Environmental

- Continue established cleaning, sanitizing, disinfecting, and disposal protocols
    - Use EPA-registered disinfectant against COVID-19
- Clean and disinfect frequently touched surfaces and objects (i.e., door handles, sink handles, etc.) within the school at least daily
    - Use of PPE’s (i.e., face mask or covering, gloves, etc.) appropriate for cleaners and disinfectants
- Ensure ventilation systems operate properly and increase circulation of outdoor air by opening windows and doors, when possible
- Check HVAC systems and ensure filters are routinely changed according to manufacturer’s guidelines
- Monitor inventory of soap, hand sanitizer w/60% alcohol, paper towels, tissues, no-touch trash cans, etc. to support healthy hygiene behavior
- Purchase above supplies, as needed
- Monitor inventory & purchase PPE’s, as appropriate
- Post age-appropriate signs to stop spread of COVID-19

Library

- Encourage use of PPE’s in handling book returns
- Place returned books in plastic bags and clearly label when received
- Store books in designated quarantine area for minimum of 3 days, prior to placing back in circulation
- Encourage handwashing after removal of PPE’s
- Clean & disinfect high touch areas/surfaces between classes

Nurse's Office

- Conduct temperature, pulse oximetry, and symptom screening, as well as history of exposure, on students and staff who report illness
    - Use non-contact thermometer
- Designate area for students and/or staff who are symptomatic separate from those who routinely visit Nurse's Office
- Provide face masks to febrile students and staff while awaiting departure
- Direct parents & students to nearest exit upon departure, if symptomatic and/or febrile
- Encourage parents to keep sick children home and staff to stay home if ill
- Reinforce handwashing technique and cough hygiene protocol 1:1
- Provide PPE's, upon request
- Continue cleaning & disinfecting of equipment, cots, etc. with each use
- Avoid nebulizer medication delivery system to prevent Aerosolized Transmittable Diseases (ATD) of COVID-19
    - Contact student's PCP to convert medication to inhaler with spacer, if possible
- Follow PaDOH's Guidance on Home Isolation or Quarantine decision tree model
- Post signs in highly visible locations (i.e., school entrance, restrooms, etc.) that promote everyday protective measures and describe how to stop the spread of germs
- Publish article in district newsletter that promote everyday protective measures and describe how to stop the spread of germs
- Monitor for trends
- Notify local health officials, staff, and families of exposure or confirmed case(s) while maintaining confidentiality

School Bus

- Use of face masks or covering, as desired
- Clean & disinfect frequently touched surfaces between routes
- Make hand sanitizer readily available
- Increase ventilation by keeping windows open, if possible
- Prioritize seating by family units, if possible

Weight Room

- Incorporate handwashing into daily routine
    - Before and after use of equipment
- Clean & disinfect equipment after use
- Increase circulation of outdoor air by opening doors, if possible

The Certified School Nurse has been approved as the Pandemic Coordinator

CDC and PDE information is used as a resource for school district decisions and planning

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

Book	Policy Manual
Section	000 Local Board Procedures
Title	Attendance at Meetings Via Electronic Communications
Code	006.1
Status	First Reading
Last Revised	June 16, 2020

Authority

The Board recognizes **the responsibility of its members to make every effort to attend meetings. However, from time to time,** factors such as illness, travel, schedule conflicts, weather conditions **and other emergency situations** can make impossible the physical presence of a **school director or other necessary participants** at a Board meeting and that electronic communications can enable a **school director or other necessary participants** to participate in a meeting **electronically** from a remote location.

A **school director** shall be able to attend a Board meeting, and participate in Board deliberations and voting, through electronic communications, but only under extraordinary circumstances. **The Board President may permit other necessary participants to participate in meetings via electronic communications as the Board President deems appropriate.**[1]

The Board authorizes the administration to provide the equipment and facilities required to implement this Board procedure.

Guidelines

A **school director** who attends a meeting through electronic communications shall be considered present only if the **school director** can hear everything said at the meeting and all those attending the meeting can hear everything said by that **school director and other participants addressing the Board**. If the Board President determines either condition is not occurring, **the Board President** shall terminate the **school director's** attendance through electronic communications.

A majority of **school directors** shall be physically present at a Board meeting when a **school director** attends through electronic communications.

To attend a Board meeting through electronic communications, a **school director** shall comply with the following:

1. Submit such request to the Board President at least three (3) days prior to the meeting.
2. Ensure that the remote location is quiet and free from background noise and interruptions.
3. Participate in the entire Board meeting.

Emergency Conditions

In the event that the county, state or federal public health authorities, the Governor, or any similar authority with appropriate jurisdiction declares an emergency condition that prevents or discourages public gatherings due to a public health or safety concern, the Board shall be authorized to conduct meetings primarily or entirely via electronic

communications to enable all school directors and other necessary participants to fully participate in the conduct of official Board business through electronic communications. [2]

Meetings held primarily or entirely via electronic communications shall be conducted in a manner that assures compliance with the public access and public comment requirements of the Sunshine Act. All rules normally applicable to in-person meetings of the Board shall be observed in meetings held primarily or entirely via electronic means to the extent practicable and appropriate to the nature and features of the technology used.[3][4]

The requirement for school directors to submit a request to participate in meetings through electronic communications shall be waived during such emergency conditions.

The Board authorizes the administration to utilize available technical resources to permit the public to attend and submit public comment during open meetings via electronic communications, in accordance with law and Board procedures and policy.[3][4]

Legal

1. 24 P.S. 407
2. Pol. 805
3. 65 Pa. C.S.A. 701 et seq
4. Pol. 903

Pol. 006

THE FAMILIES FIRST CORONAVIRUS RESPONSE ACT

Emergency Leave Provisions

The federal Families First Coronavirus Response Act (FFCRA) contains specific provisions for the expansion of Family and Medical Leave and Paid Sick Leave effective April 2, 2020, through December 31, 2020. This attachment to Policy 335 explains the emergency leave entitlements established by the FFCRA, which expire December 31, 2020, and cannot be used after that date. The FFCRA does not affect rights and benefits under any other law, collective bargaining agreement or adopted Board policy. This attachment shall not be construed to create any new rights or entitlements in addition to those provided pursuant to the FFCRA, nor to establish any past practice, and shall not have any application to leave taken after December 31, 2020.

The Board shall provide eligible administrative, professional and support employees with appropriate emergency leaves of absence in accordance with the Emergency Paid Sick Leave Act (EPSLA) and the Emergency Family and Medical Leave Expansion Act (EFMLEA). ***29 U.S.C. Sec. 2620, 5101-5111***

Employee requests for Emergency Family and Medical Leave and/or Emergency Paid Sick Leave shall be submitted in writing to the Superintendent or designee.

Employees shall provide sufficient information with the request to enable the school entity to determine whether a qualifying circumstance applies, and how that circumstance renders the requesting employee unable to work or telework. The school entity shall be prohibited from discharging, disciplining or otherwise discriminating against any employee who lawfully takes Emergency Paid Sick Leave or Emergency Family and Medical Leave under the FFCRA, files a complaint, or institutes a proceeding under or related to the FFCRA.

The school entity shall post, in a conspicuous place, the notice from the U.S. Department of Labor's Wage and Hour Division regarding Employee Rights for Paid Sick Leave and Expanded Family and Medical Leave under the Families First Coronavirus Response Act, to all employees working remotely through posting on the school entity website and/or providing direct notification through email.

EMERGENCY PAID LEAVE PROVISIONS

COVID-19 REASON FOR ABSENCE	EMERGENCY PAID SICK LEAVE **Full-time employees** - 80 hours **Part-time employees** – 2 weeks based on average hours worked per day for the last 6 months.	EMERGENCY PAID FAMILY AND MEDICAL LEAVE **The EFML does not add to the maximum 12-week FMLA leave** that can be taken in one 12-month period.
Federal, state or local quarantine or isolation order	100% regular pay up to: $511 daily $5,110 in total	Not Applicable
Advised by health care provider to self-quarantine	100% regular pay up to: $511 daily $5,110 in total	Not Applicable
Seeking medical diagnosis for COVID-19 symptoms	100% regular pay up to: $511 daily $5,110 in total	Not Applicable
Caring for an individual who is: --subject to a quarantine or isolation order - self-quarantined as advised by health care provider	2/3 of regular pay up to – • $200 a day • $2,000 in total	Not Applicable
Caring for son or daughter whose school or place of care is closed or child care provider unavailable	2/3 of regular pay up to – • $200 a day • $2,000 in total	• First 10 days unpaid (unless employee has other *available paid leave or uses Emergency Paid Sick Leave) • After 10 days: 2/3 of regular pay up to – $200 a day $10,000 in total
Experiencing other substantially-similar condition specified by the Secretary of Health and Human Services	2/3 of regular pay up to – • $200 a day • $2,000 in total	Not Applicable
USE OF LEAVE		
	Immediate eligibility **Other Leave –** Employee chooses whether to use EPSL or other available paid leave first.	**Eligible after 30 days of employment at school entity.** ***Other Leave –** Check Policy 335 FMLA for consistency with use of available leave requirements.
SPECIFIC LEAVE PROVISIONS		
	No carryover of leave days from one calendar year to the next.	Reasonable efforts will be made to restore the employee to the same position or a position equivalent to the position the employee held when the leave began, including equivalent benefits, pay and other terms and conditions of employment.

INTERMITTENT LEAVE

The FFCRA provides broad flexibility in terms of intermittent leave to balance the needs of each employee with the needs of the school entity. All intermittent leave is subject to the mutual agreement of the Superintendent or designee and the employee. If the parties cannot come to a mutual agreement regarding the leave, the intermittent leave will not be authorized.

Intermittent Leave During Emergency Paid Sick Leave

Reporting to Worksite –

The ability of an employee to take Emergency Paid Sick Leave intermittently while reporting to the worksite depends on the reason for the leave:

- If the Superintendent or designee and the employee agree, an employee may take up to the entire portion of the Emergency Paid Sick Leave intermittently to care for the employee's son or daughter whose school or place of care is closed, or child care provider is unavailable due to reasons related to COVID-19. Under such circumstances, the intermittent Emergency Paid Sick Leave may be taken in any increment of time agreed to by the Superintendent or designee and the employee.

- Intermittent leave while reporting to the worksite is prohibited for any other reason related to Emergency Paid Sick Leave, as categorized in the chart above, due to the unacceptably high risk that the employee might spread COVID-19 to other employees. Employees on Emergency Paid Sick Leave for other qualifying reasons, must continue to take paid sick leave each day until the employee either uses the full amount of paid sick leave or no longer has a qualifying reason for taking paid sick leave.

Telework –

If the Superintendent or designee directs or allows an employee to telework, or if the employee normally works from home, the Superintendent or designee and the employee may agree that the employee may take Emergency Paid Sick Leave for any qualifying reason and in any agreed increment of time, but such leave is available only when the employee is unable to telework due to a COVID-19 qualifying reason.

Intermittent Leave During Emergency Family and Medical Leave

Reporting to Worksite –

If the Superintendent or designee and the employee agree, an employee may take up to the entire portion of the Emergency Family and Medical Leave intermittently to care for the employee's son or daughter whose school or place of care is closed, or child care provider is unavailable due to reasons related to COVID-19. Under such circumstances, the intermittent Emergency Family and Medical Leave may be taken in any increment of time agreed to by the Superintendent or designee and the employee.

Telework –

If the Superintendent or designee directs or allows an employee to telework, or if the employee normally works from home, the Superintendent or designee and the employee may agree that the employee may take Emergency Family and Medical Leave in any agreed increment of time, but such leave is available only when the employee is unable to telework due to a COVID-19 qualifying reason.

DEFINITIONS

Qualifying need related to a public health emergency shall mean the employee is unable to work or telework due to a need for leave to care for a son or daughter under eighteen (18) years of age of the employee if the school or place of care has been closed, or the child care provider of such son or daughter is unavailable, due to a public health emergency.

Public health emergency shall mean an emergency with respect to COVID-19 declared by a federal, state or local authority.

Child care provider shall mean a provider who receives compensation for providing child care services on a regular basis, including an "eligible child care provider" as defined in section 658P of the Child Care and Development Block Grant Act of 1990 as a center-based child care provider, a group home child care provider, a family child care provider, or other provider of child care services for compensation that:

1. is licensed, regulated, or registered under state law and satisfies the state and local requirements, including those applicable to the child care services it provides; or

2. a child care provider that is eighteen (18) years of age or older who provides child care services only to eligible children who are, by affinity or consanguinity, or by court decree, the grandchild, great grandchild, sibling (if such provider lives in a separate residence), niece, or nephew of such provider, if such provider complies with any applicable requirements that govern child care provided by the relative involved.

Son and Daughter shall mean a biological, adopted, or foster child, a stepchild, a legal ward, or a child of a person standing in loco parentis, who is under eighteen (18) years of age or eighteen (18) years of age or older and incapable of self-care because of a mental or physical disability.

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Family and Medical Leaves
Code	335
Status	First Reading
Last Revised	June 16, 2020

Authority

The Board shall provide eligible administrative, professional and support employees with unpaid leaves of absence in accordance with the Family And Medical Leave Act, hereinafter referred to as FMLA.[1][2]

Employee requests for FMLA leave shall be processed in accordance with law **and** Board policy**.** ~~and administrative regulations.~~

Delegation of Responsibility

The Superintendent shall develop and disseminate administrative regulations to implement FMLA leave for eligible employees.

The district shall post, in conspicuous places in the district customarily used for notices to employees and applicants, a notice regarding the provisions of the FMLA and the procedure for filing a complaint.[3]

Employee requests for leave, both FMLA and non-FMLA, shall be submitted in writing on a district form to the Superintendent.

Guidelines

Employees' eligibility for FMLA leave shall be based on the criteria established by law.[4][5]

Eligible employees shall be provided up to twelve (12) workweeks of unpaid leave in a twelve-month period for the employee's own serious health condition; for the birth, adoption, foster placement or first-year care of a child; to care for a seriously ill spouse, child or parent; or to address specific qualifying exigencies pertaining to a member of the Armed Forces alerted for foreign deployment or during foreign deployment.[5]

Eligible employees shall be provided up to twenty-six (26) workweeks of unpaid leave in a single twelve-month period to care for an ill or injured covered servicemember.[5]

The district shall utilize a rolling twelve-month period measured backwards from the date leave is used to determine if an employee has exhausted his/her FMLA leave in any twelve-month period.[6]

When an employee requests an FMLA leave and qualifies for and is entitled to any accrued paid sick, vacation, personal or family leave, the employee is required to utilize such paid leave concurrent with the FMLA leave.[5]

Legal

1. 29 U.S.C. 2601 et seq
2. 29 CFR Part 825
3. 29 U.S.C. 2619
4. 29 U.S.C. 2611
5. 29 U.S.C. 2612
6. 29 CFR 825.200

Pol. 813

335. Attach - FAMILIES FIRST CORONAVIRUS RESPONSE ACT.docx (29 KB)

335-Attach1-FFCRA_Poster_English.pdf (180 KB)

335-Attach2-FFCRA_Poster_Spanish.pdf (185 KB)

EMPLOYEE RIGHTS

PAID SICK LEAVE AND EXPANDED FAMILY AND MEDICAL LEAVE UNDER THE FAMILIES FIRST CORONAVIRUS RESPONSE ACT

The **Families First Coronavirus Response Act (FFCRA or Act)** requires certain employers to provide their employees with paid sick leave and expanded family and medical leave for specified reasons related to COVID-19. These provisions will apply from April 1, 2020 through December 31, 2020.

▸ PAID LEAVE ENTITLEMENTS

Generally, employers covered under the Act must provide employees:

Up to two weeks (80 hours, or a part-time employee's two-week equivalent) of paid sick leave based on the higher of their regular rate of pay, or the applicable state or Federal minimum wage, paid at:

- 100% for qualifying reasons #1-3 below, up to $511 daily and $5,110 total;
- ⅔ for qualifying reasons #4 and 6 below, up to $200 daily and $2,000 total; and
- Up to 12 weeks of paid sick leave and expanded family and medical leave paid at ⅔ for qualifying reason #5 below for up to $200 daily and $12,000 total.

A part-time employee is eligible for leave for the number of hours that the employee is normally scheduled to work over that period.

▸ ELIGIBLE EMPLOYEES

In general, employees of private sector employers with fewer than 500 employees, and certain public sector employers, are eligible for up to two weeks of fully or partially paid sick leave for COVID-19 related reasons (see below). *Employees who have been employed for at least 30 days* prior to their leave request may be eligible for up to an additional 10 weeks of partially paid expanded family and medical leave for reason #5 below.

▸ QUALIFYING REASONS FOR LEAVE RELATED TO COVID-19

An employee is entitled to take leave related to COVID-19 if the employee is unable to work, including unable to **telework**, because the employee:

1. is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;
2. has been advised by a health care provider to self-quarantine related to COVID-19;
3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis;
4. is caring for an individual subject to an order described in (1) or self-quarantine as described in (2);
5. is caring for his or her child whose school or place of care is closed (or child care provider is unavailable) due to COVID-19 related reasons; or
6. is experiencing any other substantially-similar condition specified by the U.S. Department of Health and Human Services.

▸ ENFORCEMENT

The U.S. Department of Labor's Wage and Hour Division (WHD) has the authority to investigate and enforce compliance with the FFCRA. Employers may not discharge, discipline, or otherwise discriminate against any employee who lawfully takes paid sick leave or expanded family and medical leave under the FFCRA, files a complaint, or institutes a proceeding under or related to this Act. Employers in violation of the provisions of the FFCRA will be subject to penalties and enforcement by WHD.

WAGE AND HOUR DIVISION
UNITED STATES DEPARTMENT OF LABOR

For additional information or to file a complaint:
1-866-487-9243
TTY: 1-877-889-5627
dol.gov/agencies/whd

WH1422 REV 03/20

DERECHOS DEL EMPLEADO

LICENCIA POR ENFERMEDAD PAGADA Y EXPANSION DE LICENCIA FAMILIAR Y POR ENFERMEDAD BAJO LEY FAMILIAS PRIMERO DE RESPUESTA AL CORONAVIRUS

La **Ley Familias Primero de Respuesta al Coronavirus (FFCRA o Ley)** requiere que ciertos empleadores den a empleados licencias laboral pagadas o expansión de licencia familiar y por enfermedad por razones relativas al COVID-19. Estas provisiones aplicarán desde abril 1 hasta diciembre 31 del 2020.

▸ DERECHOS A LICENCIA LABORAL PAGADA

En general, los empleadores cubiertos bajo la Ley deben proveer a empleados:

Hasta 2 semanas (80 horas, o el equivalente de dos semanas de un empleado a tiempo parcial) de licencia por enfermedad pagada en base a su mayor tasa regular de pago, o el salario mínimo estatal o federal aplicable, de la siguiente manera:

- 100% para razones calificables #1-3 (ver abajo), hasta $511 por día y $5,110 total;
- ⅔ para razones calificables #4 and 6, hasta $200 por día y $2,000 total; y
- Hasta 12 semanas de licencia por enfermedad pagada y expansión de licencia familiar y por enfermedad pagada a ⅔ para razones calificables #5 de hasta $200 por día y $12,000 total.

Un empleado a tiempo parcial es elegible a licencia por las horas que trabajaría durante ese periodo.

▸ EMPLEADOS ELEGIBLES

En general, empleados de empleadores del sector privado con menos de 500 trabajadores, y de ciertos empleadores del sector público, son elegibles a hasta dos semanas de licencia pagada total o parcialmente por enfermedad por razones de COVID-19 (ver abajo). *Empleados que hayan estado en nómina al menos 30 días anteriores a su solicitud de licencia podrán ser elegibles a hasta 10 semanas adicionales de expansión pagada parcialmente de licencia familiar y por enfermedad por razón #5.*

▸ RAZONES CALIFICABLES A LICENCIA RELACIONADA A COVID-19

Un empleado tiene derecho a tomar licencia laboral relacionada a COVID-19 si no le es posible trabajar, incluyendo imposibilidad de hacer **teletrabajo**, porque el empleado:

1. está sujeto a orden de cuarentena o aislamiento Federal, Estatal, o local relacionada al COVID-19;
2. ha sido instruido por un proveedor de salud que se ponga en auto-cuarentena por COVID-19;
3. está experimentando síntomas de COVID-19 y está solicitando diagnóstico médico;
4. está cuidando a una persona sujeta a una orden descrita en (1) o en auto-cuarentena descrita en (2);
5. está cuidando a un hijo cuya escuela o lugar de cuidados está cerrado (o cuidados infantiles no están disponibles) por razones de COVID-19; o
6. está experimentando otras condiciones sustancialmente similares a las especificadas por el Secretario de Salud y Servicios Humanos.

▸ CUMPLIMIENTO

La División de Horas y Salarios (WHD) del Departamento de Trabajo de EE.UU. tiene la autoridad de investigar y hacer que se cumpla la FFCRA. Los empleadores no podrán expulsar, disciplinar, o discriminar de ningún modo a un empleado que legalmente hace uso de su derecho a licencia laboral pagada o a extensión de licencia familiar y por enfermedad bajo FFCRA, presenta una queja, o inicia un procedimiento bajo o relativo a esta Ley. Los empleadores que violen las provisiones de la FFCRA serán objeto de multas y medidas de cumplimiento por la WHD.

DIVISION DE HORAS Y SALARIOS
DEPARTAMENTO DE TRABAJO DE ESTADOS UNIDOS

Para información adicional o para presentar una queja:
1-866-487-9243
TTY: 1-877-889-5627
dol.gov/agencies/whd

WH1422 SPA REV 03/20

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Creating a Position
Code	301
Status	First Reading
Adopted	December 2, 2004
Last Reviewed	June 16, 2020

Purpose

~~Administrative positions will be established by the Board in order to provide effective management and leadership for the operation of the district.~~
Positions for administrative, professional and support employees shall be established by the Board in order to provide the effective leadership and management necessary to operate district schools and to provide quality educational programs and services, consistent with the needs of the schools and the resources of the community.

Authority

The need for creating ~~**administrative**~~ positions shall be determined by the Board, based on the recommendation of the Superintendent. The Board reserves for itself the final determination of the number and type of ~~**administrative**~~ positions deemed necessary for effective management of the district.[1][2][3]

The initial salary or salary range for a new position shall be determined by the Board when creating such position, based upon the recommendation of the Superintendent and supporting documentation, **and subject to any applicable collective bargaining agreements.**[4][5]

Guidelines

In the exercise of its authority to create a new position, the Board shall give primary consideration to the following:

1. Most effective management of district programs.
2. Number of students enrolled.
3. Special needs of students.
4. Operational needs of the district.
5. Financial resources of the district.

Recommendations for a new or additional ~~**administrative**~~ position shall include:

1. Job description clearly outlining the duties for which the position was created.
2. A title that conforms with the appropriate certificate if certification is required.

3. Supporting data and other rationale relevant to the recommendation.

4. **The number of professional employees required to teach each subject.**

Delegation of Responsibility

The Superintendent shall be responsible for recommending a new or additional ~~**administrative**~~ position.

The Board may, through the Superintendent, seek the advice of ~~**administrative**~~ staff in creating a new position or increasing the number of ~~**administrators in**~~ existing positions.

The Superintendent or designee shall be responsible to maintain a comprehensive and up-to-date job description for all positions in the district. Job descriptions shall be prepared in accordance with relevant federal and state laws and regulations.[6]

Legal

1. 24 P.S. 1001
2. 24 P.S. 1106
3. 22 PA Code 4.4
4. 24 P.S. 1075
5. 24 P.S. 1142
6. 42 U.S.C. 12101 et seq

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Employment of Superintendent/Assistant Superintendent
Code	302
Status	First Reading
Adopted	December 2, 2004
Last Revised	August 14, 2018
Last Reviewed	June 16, 2020

Purpose

The Board places the primary responsibility and authority for the administration of the district in the Superintendent and Assistant Superintendent. Therefore, selection of a Superintendent or Assistant Superintendent is critical to the effective leadership and management of the district.[1]

Authority

During the last year of the Superintendent's term or any other time the position of Superintendent becomes vacant, the Board shall meet to appoint, by a majority vote of all members of the Board, a properly qualified district Superintendent. The appointed Superintendent shall enter into a written contract with the Board for a term of three (3) to five (5) years.[2][3][4]

An Assistant Superintendent shall be appointed by a majority vote of all members of the Board upon nomination of the Superintendent. An Assistant Superintendent may serve through the term of the Superintendent or enter into a contract for a term of three (3) to five (5) years.[2][3][5][6]

At a public Board meeting occurring at least ninety (90) days prior to the expiration date of the Superintendent's or an Assistant Superintendent's term of office, the Board meeting agenda shall include an item requiring affirmative action by five (5) or more Board members to notify the Superintendent or Assistant Superintendent that the Board intends to retain him/her or that other candidates will be considered for the office. If the Board fails to take such action, the term of office which the Superintendent or Assistant Superintendent is serving shall be extended one (1) time for a one-year period. Prior to the end of the one-year extension, the Board shall take action necessary to retain the Superintendent or Assistant Superintendent. If no action is taken prior to the conclusion of the one-year extension, the term of office for the current Superintendent or Assistant Superintendent shall terminate.[4][6]

Anytime the Board votes to retain a Superintendent or Assistant Superintendent, the Superintendent may be retained for a term of three (3) to five (5) years, and the Assistant Superintendent may be retained for a term of three (3) to five (5) years or for a term extending through the term of the Superintendent.[4][6]

Whenever the Board finds it impossible or impractical to immediately fill a vacancy in the office of Superintendent or Assistant Superintendent, the Board may appoint an acting Superintendent or Assistant Superintendent to serve not longer than one (1) year from the time of appointment.[7]

In the event the Board appoints an acting Superintendent or Assistant Superintendent, the Board shall approve and document the recruitment and assessment procedures to be used to permanently fill such vacancy in accordance with Board policy.

Guidelines

Recruitment and Assessment of Candidates

The Board shall actively seek candidates who meet the qualifications and requirements for the position of Superintendent and/or Assistant Superintendent. It may be aided in this task by a committee of Board members and/or the services of professional consultants and/or the counsel of the retiring Superintendent.

When undertaking a search to fill the position of Superintendent or Assistant Superintendent, recruitment procedures shall be prepared and may include the following:

1. Preparation of a job description for the position, written in accordance with the requirements of federal and state laws and regulations.[8]
2. Preparation of written qualifications, in addition to applicable state requirements, for all applicants.[9][10][11][12][13]
3. Preparation of informative materials describing the school district, the Superintendent/Assistant Superintendent position, and the district's educational goals.
4. Opportunity for selected applicants to visit the district schools, meet with internal staff and external stakeholders at the Board's invitation.

Recruitment, screening and evaluation of candidates shall be conducted in accordance with Board policy, Board established leadership criteria and state and federal law.[8]

The Board shall determine prior to interviewing finalists which expenses associated with such interviews will be reimbursed by the school district.

A candidate's misstatement of fact material to qualifications for employment or determination of salary shall constitute grounds for dismissal by the Board.

Pre-Employment Requirements

The district shall conduct an employment history review in compliance with state law prior to issuing an offer of employment to a candidate. Failure to accurately report required information shall subject the candidate to discipline up to, and including, denial of employment or termination if already hired, and may subject the candidate to civil and criminal penalties. The district may use the information for the purpose of evaluating an applicant's fitness to be hired or for continued employment and may report the information as permitted by law.[14]

A candidate shall not be employed until the individual has complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of that screening process.[15][16]

Each candidate shall report, on the designated form, all arrests and convictions as specified on the form. Candidates shall likewise report arrests and/or convictions that occur subsequent to initially submitting the form. Failure to accurately report such arrests and convictions may subject the individual to denial of employment, termination if already hired, and/or criminal prosecution.[16]

Before entering the duties of the office, the Superintendent or Assistant Superintendent shall take and subscribe to the oath of office prescribed by law.[17]

After receiving a conditional offer of employment but prior to beginning employment, the candidate shall undergo medical examinations, as required by law and as the Board may require at the

candidate's expense.[18]

Employment Contracts

An individual shall not be employed as Superintendent or Assistant Superintendent unless s/he has signed an employment contract expressly stating the terms and conditions of employment. The written contract shall:[4]

1. Contain the mutual and complete agreement between the Superintendent or Assistant Superintendent and the Board with respect to the terms and conditions of employment.

2. Consistent with state certification requirements, specify the duties, responsibilities, job description and performance expectations, including performance standards and assessments as required by law.[19][20][21][22][23]

3. Incorporate all provisions relating to compensation and benefits to be paid to or on behalf of the Superintendent or Assistant Superintendent.[6][24]

4. Specify the term of employment and state that the contract shall terminate immediately, except as otherwise provided by law, upon the expiration of the term unless the contract is allowed to extend automatically as required by law.[4]

5. Specify the termination, buyout and severance provisions, including all postemployment compensation and the period of time in which the compensation shall be provided. Termination, buyout and severance provisions may not be modified during the course of the contract or in the event a contract is terminated prematurely.

6. Contain provisions relating to outside work that may be performed, if any.[25][26]

7. State that any modification to the contract must be in writing.

8. State that the contract shall be governed by the laws of the Commonwealth.

9. ~~Limit compensation for unused sick leave in employment contracts for Superintendents and/or Assistant Superintendents who have no prior experience as a district Superintendent or Assistant Superintendent to the maximum compensation for unused sick leave under the school district's administrative compensation plan in effect at the time of the contract.~~

10. Limit transferred sick leave from previous employment to not more than thirty (30) days for Superintendents and/or Assistant Superintendents who have no prior experience as a district Superintendent or Assistant Superintendent.

11. Specify post-retirement benefits and the period of time in which the benefits shall be provided.

Removal/Severance

A Superintendent or Assistant Superintendent may be removed from office and have their contracts terminated, after a hearing, by a majority vote of all members of the Board and in accordance with law. The Board shall publicly disclose at the next regularly scheduled meeting the removal from office of a Superintendent or Assistant Superintendent.[27][28]

Any negotiated severance of employment prior to the end of the term of the Superintendent's or Assistant Superintendent's specified contract term shall be limited to either:[4]

1. The equivalent of one (1) year's compensation and benefits due under the contract, if the severance agreement takes effect two (2) or more years prior to the end of the contract term; or

2. The equivalent of one-half (1/2) of the total compensation and benefits due under the contract for the remainder of the term, if the severance agreement takes effect less than two (2) years

prior to the end of the contract term.

Legal

1. 24 P.S. 1001
2. 24 P.S. 508
3. 24 P.S. 1071
4. 24 P.S. 1073
5. 24 P.S. 1076
6. 24 P.S. 1077
7. 24 P.S. 1079
8. Pol. 104
9. 22 PA Code 49.41
10. 22 PA Code 49.42
11. 24 P.S. 1002
12. 24 P.S. 1003
13. 24 P.S. 1078
14. 24 P.S. 111.1
15. 23 Pa. C.S.A. 6344
16. 24 P.S. 111
17. 24 P.S. 1004
18. Pol. 314
19. 24 P.S. 1073.1
20. 24 P.S. 1081
21. 24 P.S. 1082
22. Pol. 003
23. Pol. 312
24. 24 P.S. 1075
25. 24 P.S. 1007
26. 24 P.S. 1008
27. 2 Pa. C.S.A. 551 et seq
28. 24 P.S. 1080

18 Pa. C.S.A. 9125
22 PA Code 49.171
22 PA Code 49.172
22 PA Code 8.1 et seq
23 Pa. C.S.A. 6301 et seq
24 P.S. 108
24 P.S. 1418
28 PA Code 23.43
28 PA Code 23.44
28 PA Code 23.45
42 U.S.C. 12101 et seq

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Employment of District Staff
Code	304
Status	First Reading
Last Reviewed	June 16, 2020

Authority

The Board places substantial responsibility for the effective management and operation of district schools and the quality of the educational program with its administrative, professional and support employees.

The Board shall, by a majority vote of all members, approve the employment; set the compensation; and establish the term of employment for each administrative, professional and support employee employed by the district.[1][2][3][4][5][6][7][8]

Approval shall normally be given to the candidates for employment recommended by the Superintendent.

When any recommended candidate has been rejected by the Board, the Superintendent shall make a substitute recommendation.

No teacher shall be employed who is related to any member of the Board, as defined in law, unless such teacher receives the affirmative vote of a majority of all members of the Board other than the member related to the applicant, who shall not vote.[9]

The Board authorizes the use of professional and support employees prior to Board approval when necessary to maintain continuity of the educational program and services. Retroactive employment shall be recommended to the Board at the next regular Board meeting.

The district shall use the Standard Application for Teaching Positions but may also establish and implement additional application requirements for professional employees.[10]

An employee's misstatement of fact material to qualifications for employment or determination of salary shall constitute grounds for dismissal by the Board.

Pre-Employment Requirements

The district shall conduct an employment history review in compliance with state law prior to issuing an offer of employment to a candidate. Failure to accurately report required information shall subject the candidate to discipline up to, and including, denial of employment or termination if already hired, and may subject the candidate to civil and criminal penalties. The district may use the information for the purpose of evaluating an applicant’s fitness to be hired or for continued employment and may report the information as permitted by law.[11]

A candidate shall not be employed until s/he has complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of that screening process.[12][13]

Each candidate shall report, on the designated form, arrests and convictions as specified on the form. Candidates shall likewise report arrests and convictions that occur subsequent to initially submitting the form. Failure to accurately report such arrests and convictions may subject the individual to denial of employment, termination if already hired, and/or criminal prosecution.[13]

A candidate for employment in the district shall not receive a recommendation for employment without evidence of his/her certification when such certification is required.[14][15][16][17]

Delegation of Responsibility

The Superintendent or designee shall develop administrative regulations for employment of staff, in accordance with Board policy and state and federal laws and regulations.[18]

Staff vacancies that represent opportunities for professional advancement or diversification shall be made known to district employees so they may apply for such positions.

The Superintendent or designee may apply necessary screening procedures to determine a candidate's ability to perform the job functions of the position for which a candidate is being considered.[19]

The Superintendent or designee shall seek recommendations from former employers and others in assessing the candidate's qualifications. Such recommendations and references shall be retained confidentially and for official use only.

Each certificated administrative and professional employee employed by the district shall be responsible for maintaining a valid certificate when such certificate is required by law.[14][15][16]

Title I Requirements

All elementary, middle and secondary teachers employed by the district who teach core academic subjects shall be highly qualified, as defined by federal law and state regulations.[20][21][22]

The principal of a school providing Title I programs to students shall annually attest that professional staff teaching in such programs are highly qualified and paraprofessionals providing instructional support in such programs meet required qualification, in accordance with federal law and state regulations. The written certifications shall be maintained in the district office and the school office and shall be available to the public, upon request.[20][22][23]

All paraprofessionals providing instructional support in a program supported by Title I funds shall have a secondary school diploma or a recognized equivalent and one (1) of the following:[21][23]

1. At least two (2) years of study at an institution of higher learning.

2. Associate’s or higher degree.

3. Evidence of meeting a rigorous standard of quality through a state or local assessment.

Title I paraprofessionals who solely coordinate parental involvement activities or act as translators are exempt from the above qualifications.

Special Education Paraprofessionals

All instructional paraprofessionals hired by the district, who work under the direction of a certificated staff member to support and assist in providing instructional programs and services to students with disabilities or eligible students, shall have a secondary school diploma and one (1) of the following: [24][25]

1. At least two (2) years of postsecondary study.

2. Associate's or higher degree.

3. Evidence of meeting a rigorous standard of quality through a state or local assessment.

Instructional paraprofessionals shall provide evidence of twenty (20) hours of staff development activities related to their assignment each school year.[24]

Personal Care Assistants

A personal care assistant provides one-to-one support and assistance to a student, including support and assistance in the use of medical equipment.[24]

Personal care assistants shall provide evidence of twenty (20) hours of staff development activities related to their assignment each school year. The twenty (20) hours of training may include training required by the School-Based Access Program.

Educational Interpreters

An educational interpreter is an individual who provides students who are deaf or hard of hearing with interpreting or transliterating services in an educational setting. To serve as an educational interpreter, an individual shall meet the qualifications set forth in law and regulations.[24]

Legal

1. 22 PA Code 4.4
2. 24 P.S. 1089
3. 24 P.S. 1106
4. 24 P.S. 1107
5. 24 P.S. 1142-1152
6. 24 P.S. 406
7. 24 P.S. 508
8. Pol. 328
9. 24 P.S. 1111
10. 24 P.S. 1204.1
11. 24 P.S. 111.1
12. 23 Pa. C.S.A. 6344
13. 24 P.S. 111
14. 22 PA Code 49.1 et seq
15. 24 P.S. 1109
16. 24 P.S. 1201
17. 24 P.S. 2070.2
18. Pol. 104
19. 42 U.S.C. 12112
20. 20 U.S.C. 7801
21. 22 PA Code 403.2
22. 22 PA Code 403.4
23. 22 PA Code 403.5
24. 22 PA Code 14.105
25. Pol. 113

24 P.S. 108

24 P.S. 1109.2

22 PA Code 8.1 et seq

18 Pa. C.S.A. 9125

23 Pa. C.S.A. 6301 et seq

42 U.S.C. 12101 et seq

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Employment of Substitutes
Code	305
Status	First Reading
Adopted	December 2, 2004
Last Reviewed	June 16, 2020

Purpose

Qualified and competent substitute teachers and other professional staff shall be employed in order to provide continuity in the educational program**s, operations, and services** of the schools.

Authority

The Board shall approve annually the names of potential substitute professional employees and the positions in which they may substitute. Additional names may be added to the list of substitutes by the Board during the school year.[1][2][3]

Guidelines

Utilization of substitutes prior to approval by the Board is authorized when their use is required to maintain continuity in the educational program. Retroactive approval shall be recommended to the Board at the next regular meeting.

No candidate shall be employed until such candidate has complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of that screening process.[4][5][6]

The district shall submit a New Hire Report for each employee required to be reported by law.[7]

Compensation

Substitutes shall be paid on a per diem basis at a rate set by the Board.[3]

Long-term substitutes hired to fill a position for a period of ninety (90) or more consecutive work days shall be entitled to the wages and benefits specified in the negotiated collective bargaining agreement.

Delegation of Responsibility

The Superintendent or designee shall recruit and screen candidates for substitute employment and shall develop procedures for the assignment of substitutes, report such assignments to the Board periodically and develop methods of evaluating substitiutes.

The Superintendent or designee shall recommend retention on the Board's approved substitute list only for those substitutes who have satisfactorily performed their duties.

Legal

1. 24 P.S. 1101
2. 24 P.S. 1106
3. 24 P.S. 1148
4. 24 P.S. 111
5. 22 PA Code 8.1 et seq
6. 23 Pa. C.S.A. 6301 et seq
7. 42 U.S.C. 653a

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Employment of Summer School Staff
Code	306
Status	First Reading
Adopted	December 2, 2004
Last Reviewed	June 16, 2020

Purpose

The Board directs that summer school employees shall be qualified and competent to fulfill assigned duties.

Authority

The Board, by majority vote of all members, shall approve the employment; set the compensation; and establish the period of employment for each person employed in the district summer school program, when the program is authorized by the Board.[1][2][3]

Guidelines

Such approval shall normally be given to those candidates recommended by the Superintendent.

Primary consideration shall be given to candidates for summer school employment who are district staff members.

No candidate shall be employed until such candidate has complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of that screening process.[4][5]

Any employee's misstatement of fact material to qualifications for employment or determination of salary shall constitute grounds for dismissal by the Board.

Delegation of Responsibility

The Superintendent or designee shall develop procedures for the recruitment, screening and recommendation of candidates for summer school employment.

Only those candidates who are best qualified to perform the duties of the position shall be recommended.

Vacancies for summer school employment shall be made known to district personnel so that they may apply for such positions.

Recommendations from former employers and others shall be sought to assess the candidate's qualifications. Recommendations and references shall be retained confidentially and for official use only.

Legal

1. 24 P.S. 508
2. 24 P.S. 1146
3. 24 P.S. 1901
4. 24 P.S. 111
5. 23 Pa. C.S.A. 6301 et seq

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Student Teachers/Interns
Code	307
Status	First Reading
Adopted	December 2, 2004
Last Revised	April 10, 2007
Last Reviewed	June 16, 2020

Purpose

The Board encourages cooperation with colleges and universities within the state in the training of student teachers.

Authority

The Board establishes that district schools may accept student teachers from accredited institutions. Student teacher placements shall be approved by the Board.[1]

Student teachers and interns shall not be accepted into district schools until they have complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of those screening processes.[2][3][4]

Arrest or Conviction Reporting Requirements

Prior to being accepted into district schools, student teachers and interns shall report, on the designated form, arrests and convictions as specified on the form. Student teachers and interns shall likewise report arrests and/or convictions that occur subsequent to initially submitting the form.

While serving in district schools, student teachers and interns shall use the designated form to report to the superintendent or designee, within seventy-two (72) hours of the occurrence, and arrest or conviction required to be reported by law.

While serving in district schools, a student teacher or intern shall be required to report to the Superintendent or designee, in writing, within seventy-two (72) hours of notification, that s/he has been listed as a perpetrator in the Statewide database, in accordance with the Child Protective Services Law.

A student teacher or intern shall be required to submit a current criminal history background check report if the Superintendent or designee has a reasonable belief that the student teacher or intern was arrested or has been convicted of an offense required to be reported by law, and the student teacher or intern has not notified the Superintendent or designee.

Failure to accurately report such arrests and convictions may subject the student teacher or intern to disciplinary action up to and including dismissal from the program and criminal

prosecution.

Delegation of Responsibility

The Superintendent or designee shall be responsible for selecting student teachers and assigning student teachers to the schools.

Recommendations for selection shall be made by the building principal, with the agreement of the cooperating teacher.

The Superintendent or designee shall ensure distribution of student teachers throughout the district so that no single group of students or teachers will be subject to excessive student teacher classroom hours.

Guidelines

Student teachers shall comply with the health examination requirements of the state and Board policy applicable to professional personnel.[5][6][7]

While serving in district schools, student teachers shall be responsible for their conduct to the supervising teacher and building principal.

Observers

Student teachers or faculty of other educational institutions shall be offered the opportunity to visit district schools and observe classes. Such observers must be treated as any other visitor and shall be under the direct supervision of the principal.[8]

Legal

1. 24 P.S. 510
2. 24 P.S. 111
3. 22 PA Code 8.1 et seq
4. 23 Pa. C.S.A. 6301 et seq
5. 24 P.S. 1418
6. 28 PA Code 23.43
7. Pol. 414
8. Pol. 907

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Employment Contract
Code	308
Status	First Reading
Adopted	December 2, 2004
Last Reviewed	June 16, 2020

Purpose

Administrative employees who are certificated and covered by tenure law must have an employment contract or Board resolution that is in conformance with the School Code. Non-certificated and nontenured administrative employees may be covered by an employment contract or Board resolution that sets forth certain elements considered essential.[1]

Authority

The Board has the authority under law to prescribe employment conditions for district personnel.[2]

Willful misrepresentation of facts material to employment and determination of salary shall be considered cause for disciplinary action or dismissal of the employee.

It shall be the policy of this school district that all tenured and certificated administrative employees execute an employment contract upon employment, which shall automatically renew itself each year unless one of the parties gives written notice sixty (60) days prior to its expiration that it will not be renewed.[1]

Guidelines

Non-certificated administrative employees shall be employed through a contract or Board resolution which continues from year to year until altered by Board action.

The contract shall specify those matters contained in statute for certificated administrative employees, consistent with this policy. For non-certificated administrative employees, the contract or Board resolution shall be in accordance with this policy.[1]

The contract or Board resolution may include: the beginning compensation; term of employment and work period for which compensation will be paid; **and** a statement of fringe benefits entitlement**.** ~~; and a statement of seniority rights, if any.~~

The ~~Board~~ **Superintendent** shall be notified promptly of any misunderstanding arising from the application of a given contract or resolution, or any error in salary paid to the employee.

Legal

1. 24 P.S. 1121
2. 24 P.S. 1106

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Assignment and Transfer
Code	309
Status	First Reading
Adopted	December 2, 2004
Last Revised	February 10, 2015
Last Reviewed	June 16, 2020

Authority

The assignment and transfer of ~~professional~~ employees shall be determined by the management, supervisory, instructional and operational needs of the schools and the school district.

The Board shall approve the initial assignment of ~~professional~~ personnel at the time of employment and when such assignments involve a transfer from one building or supervisor to another or a move to a position requiring a certificate or credentials other than those required for the employee's present position.[1][2]

Each applicant for transfer or reassignment shall be required to submit an official child abuse clearance statement unless the applicant is applying for a transfer from one position as a district employee to another position as a district employee and the applicant's official child abuse clearance statement is current.[5][6]

Each applicant for transfer or reassignment from a position without direct contact with students to a position with direct contact shall be required to submit criminal background checks as required by law. Such applicants shall report, on the designated form, arrests and convictions as specified on the form. Failure to accurately report such arrests and convictions may subject the individual to disciplinary action up to and including termination and criminal prosecution.[7][8]

Delegation of Responsibility

The Superintendent or designee shall provide a system of assignment or reassignment that includes consideration of request for voluntary transfers.

The Superintendent, in considering any assignment or transfer, shall assure that low-income students and minority students are not taught at higher rates than other students by unqualified, out-of-field or inexperienced teachers.[4]

The Superintendent shall, in considering any assignment or transfer, base a decision on:

1. Need to balance various teaching skills among the schools.
2. Change in grade alignment.
3. Changing student population within district schools.

4. Impact of proposed assignment on the educational program.
5. Employee's background and preparation for the position.
6. Employee's success in former positions.
7. Employee's desire for professional growth.
8. Employee's length of service in the district and in the position presently held.
9. Recommendations of the employee's administrative supervisors.
10. Administrative and operational efficiency advanced by the proposed assignment.

Vacancies shall be publicized to all appropriate employees.

Before new employees are sought, requests for transfer to vacant positions will be considered.

~~The request of an employee who voluntarily requests reassignment or transfer shall be honored to the extent that the transfer does not conflict with the educational program and operation of the school district.~~

~~Professional~~ Employees shall be informed of their assignments as early as possible preceding the school year in which such assignment shall be effective.

This policy shall not prevent reassignment of a ~~professional~~ staff member during the school year for good cause, as determined by the Board.

~~Negotiated collective bargaining agreements may supersede the provisions of this policy when they prescribe conditions enumerated in or affected by this policy.~~

Legal

1. 24 P.S. 508
2. 24 P.S. 510
4. 20 U.S.C. 6312
5. 23 Pa. C.S.A. 6344.3
6. 23 Pa. C.S.A. 6344.4
7. 24 P.S. 111
8. Pol. 417

22 PA Code 8.1 et seq

23 Pa. C.S.A. 6301 et seq

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Reduction of Staff
Code	311
Status	First Reading
Last Reviewed	June 16, 2020

Authority

The Board is responsible for maintaining appropriate numbers of administrative, professional and support employees to effectively manage and operate the district and its schools. This policy establishes the manner in which necessary reductions of staff shall be accomplished.[1][2][3]

In the exercise of its authority to reduce staff through suspensions (furloughs) and elimination of positions, the Board shall give primary consideration to the staffing needs of the district, the effect upon the educational program and the financial stability of the district, and shall ensure compliance with law, regulations, collective bargaining agreements, individual contracts and Board resolutions.[4][5][6]

The Board shall not prevent any professional employee from engaging in another occupation during the period of suspension.[5]

Nothing in this policy shall be construed to limit the cause for which a temporary professional employee, or any employee other than a professional employee, may be suspended.[5]

Delegation of Responsibility

The Superintendent shall be responsible for the continuous review of the efficiency and effectiveness of district organization and staffing, and shall present recommendations for reduction in staff for Board consideration when such actions are deemed to be in the best interests of the district.

The Superintendent shall consult with the district solicitor as necessary to ensure that reduction of staff is implemented in accordance with applicable laws.[4][5]

Guidelines

Employees Other Than Professional Employees and Temporary Professional Employees

The employment status of employees other than professional employees and temporary professional employees may be terminated or temporarily suspended whenever deemed necessary in the best interests of the school district, subject to limitations and procedures provided for in collective bargaining agreements, if any.

Temporary Professional Employees

The employment status of a temporary professional employee may be nonrenewed when the employee's position has been eliminated or when the conditions for which professional employees may be suspended otherwise exist, subject to limitations and procedures provided for in collective bargaining agreements, if any.

Professional Employees

The necessary number of professional employees may be suspended for the following reasons:[4]

1. Substantial decrease in student enrollment in the district.

2. Curtailment or alteration of the educational program as a result of substantial decline in class or course enrollments or to conform with standards of organization or educational activities required by law or recommended by the Pennsylvania Department of Education. Such curtailment or alteration must be recommended by the Superintendent, agreed to by the Board, and approved by the Pennsylvania Department of Education. If not prevented by an existing or future provision of a collective bargaining agreement or employment contract, such a suspension may be effectuated without approval of the Pennsylvania Department of Education provided that, where an educational program is altered or curtailed, the district shall notify the Pennsylvania Department of Education of such action.

3. Consolidation of schools, whether within the district, through a merger of districts, or as a result of Joint Board agreements, when such consolidation makes it unnecessary to retain the full staff of professional employees.

4. When new school districts are established as the result of reorganization of school districts and such reorganization makes it unnecessary to retain the full staff of professional employees.

5. Economic reasons that require a reduction in professional employees; however, the district is prohibited from using an employee's compensation in the suspension determination. A Superintendent knowingly in violation of this prohibition shall have a letter from the Secretary of Education placed in his/her permanent employee record.

Economic Suspension Requirements -

The Board may suspend professional employees for economic reasons if all of the following apply:[4]

1. The Board approves the proposed suspensions by a majority vote of all school directors at a public meeting.

2. No later than sixty (60) days prior to the adoption of the final budget, the Board adopts a resolution of intent to suspend professional employees in the following fiscal year, setting forth:

    a. The economic conditions necessitating the proposed suspensions and how the economic conditions will be alleviated by the proposed suspensions, including:

        i. The total cost savings expected from the proposed suspensions.

        ii. A description of other cost-saving actions taken by the Board, if any.

        iii. The projected district expenditures for the following fiscal year with and without the proposed suspensions.

        iv. The projected total district revenues for the following fiscal year.

    b. The number and percentage of employees to be suspended who are:

        i. Professional employees assigned to provide instruction directly to students.

        ii. Administrative staff.

iii. Professional employees who are not assigned to provide instruction directly to students and who are not administrative staff.

c. The impact of the proposed suspensions on academic programs to be offered to students following the proposed suspensions, as well as the impact on academic programs to be offered to students if the proposed suspensions are not undertaken, compared to the current school year, and the actions if any, that will be taken to minimize the impact on student achievement.

Professional Employees Assigned to Provide Instruction Directly to Students -

Suspensions, due to economic reasons, of professional employees assigned to provide instruction directly to students may be approved by the Board only if the Board also suspends at least an equal percentage proportion of administrative staff, except when all of the following apply:[4]

1. The Secretary of Education determines that the district's operations are already sufficiently streamlined or that the suspension of administrative staff would cause harm to the school stability and student programs.

2. The Secretary of Education submits the determination to the State Board of Education.

3. The State Board of Education approves the determination by a majority of its members.

The Board may choose to exempt from this requirement any five (5) administrative positions, one of which shall be the Business Manager or another staff member with the primary responsibility of managing the district's business operation.[4]

Order of Suspensions

Data necessary for computation of each professional employee's performance rating and seniority status shall be recorded and maintained to ensure compliance with the required order for suspensions.[7][8]

Performance Evaluation Rating -

Professional employees shall be suspended, within the area of certification required by law for the professional employee's current position, in the following order based on the two (2) most recent annual performance evaluations:[5][7][8]

1. Consecutive unsatisfactory ratings.

2. One (1) unsatisfactory rating and one (1) satisfactory rating.

3. Consecutive satisfactory ratings which are either consecutive ratings of proficient, or a combination of one (1) proficient or distinguished rating and one (1) needs improvement rating.

4. Consecutive satisfactory ratings which are consecutive distinguished, or a combination of one (1) rating of proficient and one (1) rating of distinguished.

Seniority -

When the number of professional employees within each certification area receiving the same performance rating is greater than the number of suspensions, professional employees with the least seniority within each certification area shall be suspended before employees with greater seniority having the same performance rating.[5]

In addition, professional employees shall be realigned to ensure that employees with more seniority have the opportunity to fill other positions within the district for which they are certificated and which are currently filled by less senior employees with the same or lower overall performance rating.

Seniority shall continue to accrue during a suspension and all approved leaves of absence.[5]

When there is or has been a consolidation of schools, departments or programs, all professional employees shall retain the seniority rights they had prior to the reorganization or consolidation.[5]

Reinstatement

Suspended professional employees, or professional employees demoted for reasons of this policy, shall be reinstated within the area of certification required by law for the vacancy being filled in the district, in the inverse order by which they were suspended and on the basis of their seniority within the district.[5]

No new appointment shall be made while there is a suspended or demoted professional employee available who is properly certificated to fill such vacancy.[5]

Positions from which professional employees are on approved leaves of absence shall be considered temporary vacancies.[5]

To be considered available, suspended professional employees shall annually report in writing to the Board their current address and intent to accept the same or similar position when offered.[5]

A suspended professional employee enrolled in a college program during a period of suspension and who is recalled shall be given the option of delaying a return to service until the end of the current semester.[5]

Local Agency Law Hearings

The decision to suspend a professional employee shall be considered an adjudication for the purposes of the Local Agency Law, and a professional employee subject to such a decision shall have the right to a Local Agency Law hearing before the Board, if a hearing is requested within ten (10) days after being notified of suspension.[5][9]

A decision to nonrenew the employment of a temporary professional employee whose position has been eliminated or who is being nonrenewed for reasons for which professional employees may be suspended, shall be considered an adjudication for purposes of the Local Agency Law, and the employee shall be entitled to a Local Agency Law hearing, if a hearing is requested within ten (10) days after being notified of the decision to nonrenew.[9]

Legal

1. 22 PA Code 4.4
2. 24 P.S. 1106
3. 24 P.S. 406
4. 24 P.S. 1124
5. 24 P.S. 1125.1
6. 24 P.S. 524
7. 24 P.S. 1123
8. Pol. 313
9. 2 Pa. C.S.A. 551 et seq

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Evaluation of Superintendent
Code	312
Status	First Reading
Adopted	December 2, 2004
Last Reviewed	June 16, 2020

Purpose

Regular, periodic evaluation of the Superintendent's performance is a Board responsibility. In carrying out this responsibility, the Board recognizes that the Superintendent is entitled to such a review in an objective and straightforward manner so that leadership of the district may be as effective as possible.

Authority

The Board shall evaluate the performance of the Superintendent annually and at any time such action is prudent.

Guidelines

Prior to the beginning of the period under evaluation, the Board and Superintendent shall agree upon the criteria to be used for evaluation purposes.

Evaluation criteria may include:

1. Superintendent's self-evaluation.
2. Objectives/Goals agreed upon annually by the Board and Superintendent.
3. Working relationship between the Board and the Superintendent.
4. Superintendent's relationship with staff, students and community.
5. Superintendent's professional growth.
6. Evaluation interviews between the Board and Superintendent during which no other business is discussed.

As an outcome of the Superintendent's evaluation, the Board should:

1. Recognize strengths and assist the Superintendent in capitalizing on them.
2. Identify weaknesses and establish a course of action that will assist the Superintendent in improving performance in these areas.
3. Establish specific objectives to advance the district toward its goals.

4. Determine the necessity of any action regarding the employment of the Superintendent, in accordance with law.[1][2][3]

5. The Superintendent performance rating will be posted annually on the district website.

Legal

1. 24 P.S. 1073
2. 24 P.S. 1080
3. Pol. 302

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Evaluation of Employees
Code	313
Status	First Reading
Last Reviewed	June 16, 2020

Purpose

Evaluation is a continuing process in which the administrative, professional and support employees and the respective supervisors cooperatively identify strengths and weaknesses in an individual's job performance. Employee evaluations shall be used to assess and improve performance, encourage professional growth, promote positive behavior, and facilitate attainment of district goals and objectives.

Authority

The Board shall approve plans for regular, periodic evaluations of administrative, professional and support employees consistent with applicable administrative compensation plans, individual contracts, collective bargaining agreements, Board resolutions and state law and regulations.[1][2][3][4]

~~The Board shall be informed periodically about the results of evaluations.~~

Delegation of Responsibility

The Superintendent or designee shall develop **procedures** ~~plans~~ for the evaluation of district employees**.** ~~to be submitted for Board approval.~~

The Board authorizes the Superintendent to develop a Differentiated Supervision model for professional employees in accordance with the Pennsylvania Department of Education's guidelines and in consultation with assistant administrators, supervisors, and/or principals.

The Superintendent shall ensure that evaluation plans are reviewed periodically and updated as necessary.

Evaluations shall be performed by the Superintendent or by an assistant administrator, supervisor, or principal who has supervision over the work of the employee being evaluated and is designated by the Superintendent to perform the evaluation.

Guidelines

The evaluation plan for professional employees and temporary professional employees shall utilize the appropriate state-approved rating form or an alternative rating tool approved by the Board and the Pennsylvania Department of Education.[2][3][4]

Professional employees are required to be evaluated at least once each year.[3]

Temporary professional employees shall be evaluated by an appropriate supervisor and notified of individual progress and status at least twice each year.

Professional employees and temporary professional employees shall receive an overall performance rating of one (1) of the following:

1. Distinguished – shall be considered satisfactory.

2. Proficient – shall be considered satisfactory.

3. Needs improvement – shall be considered satisfactory, except that any subsequent overall rating of "needs improvement" issued by the district within ten (10) years of the first overall rating of "needs improvement" where the employee is in the same certification shall be considered unsatisfactory.

4. Failing – shall be considered unsatisfactory.

No professional employee or temporary professional employee shall be rated "needs improvement" or "failing" solely based upon student test scores.

No unsatisfactory rating shall be valid unless approved by the Superintendent.

A signed copy of the rating form shall be provided to the employee.

Professional employees and temporary professional employees who receive an overall performance rating of "needs improvement" or "failing" shall participate in a Performance Improvement Plan.

Legal

1. 24 P.S. 510
2. 24 P.S. 1108
3. 24 P.S. 1123
4. 22 PA Code 19.1

24 P.S. 1122

22 PA Code 19.1 et seq

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Physical Examination
Code	314
Status	
Adopted	December 2, 2004
Last Reviewed	June 16, 2020

Purpose

In order to certify the fitness of employees to discharge efficiently the duties they will be performing and to protect the health of students and staff from the transmission of communicable diseases, physical examinations of all administrative employees will be required prior to beginning employment.

Definition

A **physical examination** shall mean a general examination by a licensed physician.

Authority

After receiving an offer of employment but prior to beginning employment, all candidates shall undergo a medical examination, as required by law. All costs for the medical examination incurred as part of the employment process will be borne by the employee.[1][2][3]

The Board requires that all employees undergo a tuberculosis examination upon initial employment, in accordance with regulations of the Pennsylvania Department of Health.[3][4]

The tuberculosis testing and report of test results will be recorded on the prescribed School Personnel Health Record form supplied by the district administration office.

All costs for the tuberculosis testing incurred as part of the employment process will be borne by the employee.

The Board may require an employee to undergo a physical examination at any time. An employee required by the Board to have a special medical examination retains the right to have the examination performed by his/her private physician legally qualified to practice in Pennsylvania.[3]

The Board shall accept an affidavit in lieu of an examination where circumstances warrant such action.[4][5]

Guidelines

Records

All new employees will be provided with a School Personnel Health Record form by the district administration office. This form shall be completed by the employee's physician and returned to the district administration office within the first three (3) months of employment.

Medical records shall be kept in a file separate from the employee's personnel file.[6]

Delegation of Responsibility

The results of all required medical examinations shall be made known to the Superintendent on a confidential basis and discussed with the employee.

Legal

1. 28 PA Code 23.43
2. 42 U.S.C. 12101
3. 24 P.S. 1418
4. 28 PA Code 23.44
5. 24 P.S. 1419
6. 42 U.S.C. 12101 et seq

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Copy of HIV Infection
Code	314.1
Status	First Reading
Adopted	December 2, 2004
Last Reviewed	June 16, 2020

Purpose

The Board is committed to providing a safe, healthy environment for its students and employees. The purpose of this policy shall be to safeguard the health and well-being of students and employees while protecting the rights of the individual.

This policy is based on current evidence that the HIV virus is not normally transmissible by infected individuals within the school setting, except as noted in this policy.

Definitions

HIV infection - Refers to the disease caused by the HIV or human immunodeficiency virus.

AIDS - Acquired Immune Deficiency Syndrome.

CDCP - United States Public Health Service Centers for Disease Control and Prevention.

Infected employee - Refers to employees diagnosed as having the HIV virus, including those who are asymptomatic.

Authority

This policy shall apply to all employees in all programs conducted by the school district.[1]

The Board directs that the established district policies and procedures that relate to illnesses among employees shall also apply to infected employees.

The Board shall not require routine screening tests for HIV infection in the school setting, nor will such tests be a condition for employment.[6]

Delegation of Responsibility

The Superintendent or designee shall be responsible for handling and releasing information concerning infected employees.

All district employees shall maintain a respectful working climate and shall not participate in physical or verbal harassment of any individual or group, including infected employees.

All employees shall be required to consistently follow infection control/universal precautions in all settings and at all times. Employees shall notify the school nurse of all incidents of exposure to

bodily fluids.

Building administrators shall notify district employees, students and parents/ guardians about current Board policies concerning HIV infection and shall provide reasonable opportunities to discuss the policy and related concerns.

Guidelines

Infected employees whose employment is interrupted or terminated shall be entitled to available medical leave and medical disability benefits. Such employees shall be informed by the appropriate administrator of benefits, leave, and alternatives available to them through state and federal laws, district policies, the collective bargaining agreement, and the retirement system.[3][4]

Confidentiality

District employees with knowledge of an infected employee's condition shall not disclose that information without prior written consent of the employee, consistent with the requirements of the Pennsylvania Confidentiality of HIV-Related Information Act.[5]

Infection Control

Universal precautions shall be followed for exposure to bodily fluids. Employees shall treat all body fluids as hazardous and follow universal precautions.

The school district shall maintain reasonably accessible equipment and supplies necessary for infection control.

Staff Development

Employees shall notify the school nurse and/or Superintendent of all incidents of expsosure to bodily fluids.

~~All district employees shall participate in a planned HIV education program.~~

Designated district employees shall receive additional, specialized training appropriate to their positions and responsibilities.

Legal

1. 24 P.S. 510
3. 42 U.S.C. 12101 et seq
4. 29 U.S.C. 2601 et seq
5. 35 P.S. 7607
6. 35 P.S. 7601 et seq

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Tobacco and Vaping Products
Code	323
Status	First Reading
Last Reviewed	June 16, 2020

Purpose

The Board recognizes that tobacco **and vaping products, including the product marketed as Juul and other electronic cigarettes,** present a health and safety hazard that can have serious consequences for users, nonusers and the **school** environment. **The purpose of this policy is to regulate use of tobacco and vaping products, including Juuls and other electronic cigarettes, by district employees and contracted personnel.**

Definition

State law defines the term tobacco product to broadly encompass not only tobacco but also vaping products including Juuls and other electronic cigarettes (e-cigarettes). Tobacco products, for purposes of this policy **and in accordance with state law, shall be defined to include the following:[1][2]**

1. **Any product containing, made or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed or ingested by any other means, including, but not limited to, a** cigarette, cigar, little cigar, chewing tobacco, pipe **tobacco,** snuff **and snus.**

2. **Any electronic device that delivers nicotine or another substance to a person inhaling from the device, including, but not limited to, electronic nicotine delivery systems, an electronic cigarette, a cigar, a pipe and a hookah.**

3. **Any product containing, made or derived from either:**

    a. **Tobacco, whether in its natural or synthetic form; or**

    b. **Nicotine, whether in its natural or synthetic form, which is regulated by the United States Food and Drug Administration as a deemed tobacco product.**

4. **Any component, part or accessory of the product or electronic device listed in this definition, whether or not sold separately.**

The term tobacco product does not include the following:[1][2]

1. **A product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product or for other therapeutic purposes where the product is marketed and sold solely for such approved purpose, as long as the product is not inhaled.**

2. **A device, included under the definition of tobacco product above, if sold by a dispensary licensed in compliance with the Medical Marijuana Act. *Federal law requires the district to maintain a drug-free workplace, at which marijuana of any kind is prohibited.*[3][4]**

Authority

The Board prohibits use of tobacco **and vaping** products**, including the product marketed as Juul and other e-cigarettes, by district** employees **and contracted personnel at any time** in a school building**;** on **school** buses **or other** vehicles that are owned, leased or controlled by the school district**; or on property owned, leased or controlled by the school district.[2]**[5]**[6]**

The Board also prohibits use of tobacco **and vaping** products**, including the product marketed as Juul and other e-cigarettes,** by district employees **at any time while responsible for the supervision of students during** school-sponsored activities that are held off school property.**[2]**

This policy does not prohibit possession of tobacco and vaping products, including the product marketed as Juul and other e-cigarettes, by district employees and contracted personnel of legal age.

The Board deems it to be a violation of this policy for any district employee or contracted personnel to furnish a tobacco or vaping product, including the product marketed as Juul or any other e-cigarette, to a student.[1]

Delegation of Responsibility

The Superintendent or designee shall notify employees **and contracted personnel** about the Board's tobacco **and vaping products** policy by publishing information in handbooks, newsletters, posters, and other efficient methods such as posted notices, signs and on the district website.**[2]**

Reporting

Office for Safe Schools Report –

The Superintendent shall annually, by July 31, report incidents of **prohibited** possession, use or sale of tobacco **and vaping** products**, including Juuls or other e-cigarettes,** on school property to the Office for Safe Schools on the required form.[7][8]

Law Enforcement Incident Report –

The Superintendent or designee may report incidents involving the sale of tobacco **and vaping products, including Juuls or other e-cigarettes,** to minors by employees on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the school police, School Resource Officer (SRO) or to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[1]**[2]**[3]**[7][8][9][10][11]**

Legal

1. 18 Pa. C.S.A. 6305
2. 18 Pa. C.S.A. 6306.1
3. Pol. 317
4. Pol. 351
5. 20 U.S.C. 7973
6. Pol. 818
7. 24 P.S. 1303-A
8. Pol. 805.1
9. 22 PA Code 10.2
10. 22 PA Code 10.22
11. 24 P.S. 1302.1-A

20 U.S.C. 7971 et seq

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June 10, 2020

MEMORANDUM

TO: Board of School Directors
Todd Beatty, Superintendent
Teri Biddle, Business Manager
Northern Bedford County School District

FROM: Chris Bamber, CFA, *Senior Managing Consultant*
PFM Financial Advisors LLC

SUBJECT: Series of 2020 New Money

The purpose of this memo is to update the Board on the School District's Series of 2020 Note, which will be used towards various capital projects of the District, including window and flooring replacements for the Middle and High School.

On April 14th, the Board authorized the financing team of PFM (Financial Advisor) and Eckert Seamans (Bond Counsel) to prepare for the Board's consideration a new money debt issuance of $3,000,000 that would be structured over a 16 year maturity, as described in "Option 1" of PFM's handout. In mid-May, PFM sent out a Request for Proposals to several local, regional, and national banks for their consideration. On June 9th, the District and PFM received two responses from interested banks, including Somerset Trust Company and Hometown Bank of Pennsylvania.

A summary of the proposals received is included as Appendix A. The summary calculates a True Interest Cost ("TIC") for each proposal, which is an all-in rate that includes not only the interest rates, but also any fees that the proposal may include as well.

Somerset Trust Company (the "Somerset Proposal") offered a fixed rate of 2.49% for 5 years. After 5 years, the interest rate would be subject to reset based on the 5 Year US Treasury Rate + 2.25% with a max ceiling of 4.00%. Assuming the historical average of the 5 Year Treasury occurs after the rate reset, the estimated TIC of the Somerset Proposal is approximately 3.09%. Under a worst case scenario, where the rate resets to the ceiling of 4.00% after 5 years, the maximum TIC of the Somerset Proposal is approximately 3.37%. A summary of the estimated debt service for each of these scenarios is included in Appendix B.

The Somerset Proposal also included an 18 month draw feature, which means that over the first 18 months the District will only incur interest expense on the proceeds that it actually draws from the Note and utilizes on projects. This provides greatly flexibility for the District and will help reduce interest expense over the first 18 months. After that period, the District will have to decide if it wants to draw down and utilize any of the remaining funds that are available, or to simply reduce the amount of the Note down to the amount actually drawn. Also, the Somerset Proposal is pre-payable at any time, which means the District can consider refinancing it at any point in the future or simply paying it off with cash at any point in the future.

At the bottom of the RFP summary, we've included an estimate of the current public bond markets. As discussed in April, while the bond markets traditionally produce a lower borrowing rate, the associated fees and structure of the bond issue may outweigh any potential benefit from lower rates. The TIC of an estimated bond issue is currently 2.83%, however there are several considerations about the bond issue that make it not quite as appealing, including:

- Subject to interest rate risk – the risk that rates move up (or down) between now and when the District can realistically price a bond issue, which is 4-6 weeks away
- No draw feature available from bond issue – paying interest on all $3,000,000 from the start
- 5 year call feature – the District won't be able to refund/pay off a bond issue for at least 5 years
- Time & resource commitment from the Administration to go through the issuance process including updating of an Official Statement, going through the credit rating process, etc.

PFM would recommend the District accept the Somerset Proposal if it wants to complete the capital projects discussed previously. The bank loan proposal provides greater flexibility and certain qualitative benefits that may make it more beneficial for the District. At the Board's June 16th meeting, it will be considering a debt incurring resolution (the "Resolution") that has been prepared by Bond Counsel. It will authorize the incurrence of $3,000,000 of debt and accept the bank loan proposal from Somerset Trust Company. If the Board approves the Resolution, the Note would be expected to settle during the week of July 20th, which is when the District would have access to draw down on the Note for its projects. I will be available to participate remotely during the Board's June 16th meeting and look forward to any discussion or questions the Board may have.

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT
Summary of Bank Loan RFP Responses
Series of 2020 Note

1	2	3	4	5	6	7	8	9	10	11	12
Bank	**Fixed Rate**	**Fixed Rate Term**	**Variable Rate Reset**	**Assumed Reset Rate [1]**	**Max Reset**	**Bank Fees**	**ESTIMATED True Interest Cost**	**MAXIMUM True Interest Cost**	**Draw Feature**	**Prepayment Features**	**Notes**
Somerset Trust Company	2.4900%	5 years	5 Year Treasury Rate + 2.25%	3.7500%	4.0000%	$1,500	**3.0926%**	**3.3741%**	Yes	Any time	
Hometown Bank (Option 1)	2.3700%	5 Years	79% of 5 Year FHLB + 3.00%	4.0000%	4.7500%	$0	**3.1392%**	**3.4805%**	Yes	Yes	Full depository relationship required
Hometown Bank (Option 2)	2.9600%	5 Years	79% of 5 Year FHLB + 3.00%	4.0000%	4.8500%	$0	**3.4497%**	**3.8385%**	Yes	Yes	
Hometown Bank (Option 3)	2.6100%	7 Years	79% of 7 Year FHLB + 3.00%	4.3000%	4.7500%	$0	**3.1395%**	**3.2762%**	Yes	Yes	Full depository relationship required
Hometown Bank (Option 4)	3.2000%	7 Years	79% of 7 Year FHLB + 3.00%	4.3000%	4.8500%	$0	**3.5447%**	**3.7128%**	Yes	Yes	
Hometown Bank (Option 5)	3.1100%	10 Years	79% of 10 Year FHLB + 3.00%	4.6500%	4.8500%	$0	**3.3304%**	**3.3586%**	Yes	Yes	Full depository relationship required

13	14	15	16	17	18	19	20	21	22	23	24
Financing Vehicle	**Overall Yield [2]**	**Fixed Rate Term**	**Variable Rate Reset**	**Assumed Reset Rate [1]**	**Max Reset**	**Incremental Costs of Issuance [2]**	**ESTIMATED True Interest Cost**	**MAXIMUM True Interest Cost**	**Draw Feature**	**Prepayment Features**	**Notes**
Estimated Public Bond Markets	2.5637%	Full term	**n/a**	**n/a**	**n/a**	$84,000	**2.8324%**	**2.8324%**	No	5 Years	Subject to interest rate risk; time & resources from Administration

Notes

[1] For these purposes, assumes 10 year historical averages of each index to the period after the fixed rate period. 5 Year Treasury rates have averaged approximately 1.50% over the last 10 years and is currently 0.45%. The Federal Home Loan Bank rates are based on averages over the last eight years available from the Des Moines FHLB.

[2] Estimated based on current market conditions as of June 9, 2020. Actual rates in the public bond market are subject to interest rate risk until the time of pricing, which is approximately 30-45 days.

[3] Estimated incremental costs of issuance compared to a bank loan. Inclusive of incremental costs such as underwriter's discount, credit rating, Official Statement preparation, CUSIPs, and other typical fees associated with a public bond issue.

APPENDIX B

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT
Summary of Series of 2020 Note

	1
	SOMERSET TRUST
Principal	$3,000,000
Estimated Timing	July 2020
	2
Assumed Rate	2.49% for 5 years followed by the 5 Year US Treasury rate + 2.25% with a cap of 4.00%
	3
Estimated True Interest Cost	3.0926%
Maximum True Interest Cost	3.3741%

4	5	6	7
Fiscal Year Ending	**Existing Debt Service**	**Estimated New Debt Service [1]**	**Maximum New Debt Service [2]**
6/30/2020	465,338		
6/30/2021	467,738	60,798	60,798
6/30/2022	467,838	149,700	149,700
6/30/2023	466,038	262,833	262,833
6/30/2024	469,138	263,102	263,102
6/30/2025	467,038	263,246	263,246
6/30/2026	469,838	262,750	268,600
6/30/2027	467,438	266,188	271,600
6/30/2028	469,938	264,250	269,200
6/30/2029	466,275	262,125	266,600
6/30/2030	467,500	264,813	268,800
6/30/2031	468,500	262,125	265,600
6/30/2032	469,275	264,250	267,200
6/30/2033	469,825	261,000	263,400
6/30/2034	470,150	262,563	264,400
6/30/2035	465,250	263,750	265,000
6/30/2036	465,238	264,563	265,200
TOTAL	**7,952,350**	**3,898,053**	**3,935,278**

[1] Assumes the 5 Year US Treasury + 2.50% is equal to 3.75% for the remainder of the loan following the 5 year fixed rate period. Does not take into account any benefit from the draw feature.

[2] Assumes a maximum rate of 4.00% after the 5 year fixed rate period. Does not take into account any benefit from the draw feature.

Northern Bedford County School District 2020-21 School Calendar

24 - Teacher In-Service
25 - Teacher In-Service
26 - Teacher In-Service
27 - First Student Day

Note: 5 Student Days
6 Teacher Days

AUGUST 2020

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

7 - No School (Labor Day)

Note: 21 Student Days
21 Teacher Days

SEPTEMBER 2020

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

12 - No School (Columbus Day)

Note: 21 Student Days
21 Teacher Days

OCTOBER 2020

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

11 - No School (Veteran's Day)
24 - Two Hour Early Dismissal
(PM Conferences)
25 - No School (AM Conferences)
26, 27 - No School (Thanksgiving)
30 - No School (Buck Season)
Note: 16 Student Days
17 Teacher Days

NOVEMBER 2020

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

1 - No School (Deer Season)
(Make-Up Day #1)
23 - Two-Hour Early Dismissal
24-31 Christmas Break

Note: 16 Student Days
16 Teacher Days

DECEMBER 2020

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

1 - No School (New Year's Day)
18 - No School (MLK Day)
(Teacher In-Service)

Note: 20 Student Days
20 Teacher Days

JANUARY 2021

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

12 - No School (Make-Up Day #2)
15 - No School (President's Day)
(Make-Up Day #4)

Note: 18 Student Days
18 Teaher Days

FEBRUARY 2021

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

18 - No School (Make-Up Day #3)
19 - No School (Make-Up Day #5)

Note: 21 Student Days
21 Teacher Days

MARCH 2021

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

2 - No School (Good Friday)
5 - No School (Easter Monday)
6 - No School (Make-Up Day #6)
30 - Two-Hour Early Dismissal

Note: 19 Student Days
19 Teacher Days

APRIL 2021

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

19 - Two-Hour Early Dismissal
31 - No School (Memorial Day)
3 - Last Day for Students
(Two-Hour Early Dismissal)
4 - Teacher In-Service Day

Note: 23 Student Days
24 Teacher Days

MAY 2021

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Schedule for Make-Up Days

December 1, 2020
February 12, 2021
March 18, 2021
February 15, 2021
March 19, 2021
April 6, 2021

** Additional days will be made up at the end of the school year.*

Teacher In-Service - ACT 80
Teacher In-Service - ACT 48
No School-Possible Make-Up Day
First & Last Student Day
Holiday
Parent/Teacher Conferences
Two Hour Early Dismissal

Northern Bedford County School District
2020/2021 School Calendar (Revised)

Month	Day	Description	Student Days	Faculty Days
August	24	In-Service Day for Teachers (Act 48)	5	6
	25	In-Service Day for Teachers (Act 80)		
	26	In-Service Day for Teachers (Act 80)		
	27	First Day for Students		
September	7	No School (Labor Day)	21	21
October	12	No School (Columbus Day)	21	21
November	11	No School (Veteran's Day)	16	17
	24	Two Hour Early Dismissal (PM-Parent/Teacher Conferences)		
	25	No School (AM-Parent/Teacher Conferences)		
	26,27	No School (Thanksgiving)		
	30	No School (Buck Season)		
December	1	No School (Deer Season) (Make-Up Day #1)	16	16
	23	Two-Hour Early Dismissal		
	23-31	No School (Christmas Eve/Christmas)		
January	1	No School (New Year's Day)	20	20
	18	No School (MLK Day); Teacher In-Service Day (Act 80)		
February	12	No School (Make-Up Day #2)	18	18
	15	No School (President's Day) (Make-Up Day #4)		
March	18	No School (Make-Up Day #3)	21	21
	19	No School (Make-Up Day #5)		
April	2	No School (Good Friday)	19	19
	5	No School (Easter Monday)		
	6	No School (Make-Up Day #6)		
	30	Two-Hour Early Dismissal (NBCAA Invitational Track Meet)		
May	19	Two-Hour Early Dimissal (District Track Meet)	20	20
	31	No School (Memorial Day)		
June	3	Last Day for Students (Two-Hour Early Dismissal) Graduation	3	4
	4	In-Service Day for Teachers (Act 48)		
Total Days			180	183

Northern Bedford County High School

2019-2020 Fundraisers Requests by group

Group	Date	Item	Proposed Expenditure
Auto Club	Sept 23 2020	Gobs/Apple Dumplings	Auto Club expenses
Auto Club	Feb 17 2021	Gobs	Auto Club expenses
Band	Sept -Nov 2020	Friday Night Football Concessions	Instruments, equipment, meals, refreshments, honor band sponsorship, music dept banquet, return borrowed money from music endowment
Band	Fall 2020 Spring 2021	Banquets	Marching band meals, refreshments, band instruments, accessaries, uniforms, music department banquet, Hershey trip, registrations, band jackets, graduation award.
Baseball	March 13, 2021	Chicken BBQ	Supplies & Equipment
Boys Basketball	July 2020	Gun Raffle Sporting Equipment	New Uniforms
Boys Basketball	July 25 2020	Car Wash Baked Goods	Shooting Shirts
Boys Basketball	August 2020	NFL Football Mania Tickets OR Team Made Hoagies	Senior Gifts
Boys Basketball	Dec 7-18 2020	Gardners/Beef Sticks	Williamsport Tournament Expenses
Boys Basketball	March 2021	Alumni Game	Shooting Shirts
CEW grade 7 classes	TBD	TBD	Donations to benefit local person/organization
Chorus	Oct 5-16 2020	Mariannas	General Funds; Music expenses
Chorus	Oct 15, 2020	Spirit Wear	General Funds; Music expenses
Chorus	Dec 2020	Sponsorship & Ads	Musical expenses
Chorus	Jan 2021	Tshirts	Musical expenses
Chorus	Apr 5-16 , 2021	PowerHouse Subs Apple Dumplings	General Funds; Music expenses; Altoona Curve
Class of 2022	Aug 31- Sept 11 2020	Claysburg Pizza etc	Prom expenses
Class of 2022	Sept 28 - Oct 9 2020	Butter Braid	Prom expenses
Class of 2022	Oct 18 2020	Track WalkAThon	Prom expenses
Class of 2022	Nov 3 2020	Hoss's Night	Prom expenses
Cross Country	July-Aug 2020	Spirit Wear	Entry Fees & Transportation expenses
Cross Country	Aug 22 2020	Car Wash	Entry Fees & Transportation expenses
Cross Country	Aug 31 - Sept 11 2020	Bake Shop Baker	Entry Fees & Transportation expenses
Cross Country	Saturday/Sunday Sept 2020	Hoss's Night	Entry Fees & Transportation expenses
Cross Country	TBD	Youth Cross Country Run	Entry Fees & Transportation expenses
Dance A Thon	March 2021	Thon Egg Hunt	Dance A Thon Funds
Dance A Thon	March 1-12 2021	Bedford Candies	Dance A Thon Funds
Dance A Thon	April 2021	Donations	Dance A Thon Funds

Northern Bedford County High School

2019-2020 Fundraisers Requests by group

Group	Date	Item	Proposed Expenditure
FBLA	Sept 21-Oct 2, 2020	Garnders Candies	Regional/State membership dues
FBLA	Oct 19-30 2020	Krispy Kreme Donuts	Regional/State conference fees
FBLA	Jan 11-22 2020	Butter Braid	State / National Conference fees
FBLA	March 29 -April 9 2021	Krispy Kreme Donuts	National Conference
FBLA	TBD	Subway Fundraiser Cards	State Conference fees
FCCLA	Oct 5 - 16 2020	CK Strombolis/ CinnaBuns	Fund Community projects; state & national dues
FCCLA	Oct 21 - Nov 13 2020	Thanksgiving Food Drive	All food items & monies will be distributed to local families
FCCLA	Nov 9 -20 2020	Bedford Candies	Fund Community projects; state & national dues
FCCLA	Jan 25 - Feb 5 2021	Gardners	Fund Community projects; state & national dues
FCCLA	March 8-19, 2021	Mariannas	Fund Community projects; state & national dues
FFA	Sept 1 -15 2020	CK Stromboli	FFA activities fee; National Convention Trip
FFA	Sept 14 -25 2020	Mariannas	FFA activities fee; National Convention Trip
FFA	Oct 1 - 14, 2020	Meat Sticks	FFA expenses
FFA	Nov 2-13, 2020	Citrus Fruit; Cheesecakes; PA Ag products	FFA Chapter expenses
FFA	March 22 - April 2 2021	Mariannas	Pay for trip to State FFA contests
Football	July, 2020	7 on 7 Tournament	Food; jerseys; 7 on 7 tourn; program ads; trophies, plaques
Football	June, 2021	7 on 7 Tournament	Food; jerseys; 7 on 7 tourn; program ads; trophies, plaques
Football	Aug 2020	Subway Fundraiser Cards	Food; jerseys; 7 on 7 tourn; program ads; trophies, plaques
Football	Aug/Sept, 2020	Chicken BBQ	Jerseys; Food; 7 on 7; Banquet
Football Cheerleaders	July 1-13 2020	PowerHouse Subs & SnackBasket Gobs	Cheer Shoes & Bows
Football Cheerleaders	August 29 2020	Car Wash	Cheer supplies (uniforms, poms); Homecoming & Senior Night Supplies
Football Cheerleaders	April 19-May 30, 2021	PowerHouse Subs & SnackBasket Gobs	Cheer clothing: sneaker, bows
Football Cheerleaders	May - July 2021	Mini - Cheer	Mini Cheer shirts & supplies
Girls Basketball	Nov 2-13 2020	PowerHouse Subs	Team Shoes; Banquets
Girls Basketball	Nov 25-29 2020	Turnpike "Coffee Break"	Camps; Leagues, Garmets, etc.
Girls Basketball	Jan 11-22 2021	Krispy Kreme Donuts	Uniforms, reversibles, equipment, camp, banquet
Girls Basketball	June 5 2021	Shootout	Leagues; Reversibles; Camp; Trainer
Hort Club	Year Long	Plants & Flowers	Club trip, community services, expenses

Northern Bedford County High School

2019-2020 Fundraisers Requests by group

Group	Date	Item	Proposed Expenditure
Interact Club		Tshirts	International project, local community needs
Interact Club	Jan 8 2021	Altoona Curve Ticket	International project, local community needs
Middle School	Aug - Sept 2020	Joe Corbi Pizza Kits	MS Trip & Class Accounts
MS Annual	October 2020	Yankee Candle	MS yearbook
PRIDE Team	Fall 2020	Donation Letter	PRIDE Program
PRIDE Team	October 2020	Volleyball Tournament	PRIDE Program
PRIDE Team	December 2020	Hot Chocolate Firdays	PRIDE Program
PRIDE Team	January 2021	Dodgeball Tournament	PRIDE Program
PRIDE Team	March 2021	MS Dance	
SADD	Sept 14-25 2020	Bedford Candies/Gobs	PA State SADD conference; Club expenses
SADD	Dec 2020	Candy Grams	Angels Among Us donations
Ski Club	Oct 5-16, 2020	PowerHouse Subs	Offset Ski Club Costs
Soccer	Aug 2020	Apparel	MS soccer program expenses; banquet expenses; varsity team apparel
Soccer	Sept 2020	Pulled Pork Sandwiches Meal	MS soccer program expenses; banquet expenses; varsity team apparel
Soccer	Oct 5- 16 2020	Bedford Candies	MS soccer program expenses; banquet expenses; varsity team apparel
Softball	Sept 7 -18 2020	Ye Olde Stickey Buns	Iron Horse League Fees Winter League
Softball	March 1- 12, 2021	Team Made Hoagies	JH Field Improvements New batting cage net Storage Building Repairs General Supplies Elementary Youth Program League Fees
Softball	March 23 - April 1, 2021	Traditions Gobs	JH Field Improvements New batting cage net Storage Building Repairs General Supplies
Softball	April 19 - 30, 2021	Team Made Hoagies	JH Field Improvements New batting cage net Storage Building Repairs General Supplies
Softball	May 21 2021	Spaghetti Dinner	Elem Program Equipment/League Fees/Umpire Fees/Uniform Expenses JH Field Improvements
Track & Field	April 2021	Apparel	Uniforms; Time Clock; Food
Track & Field	April 5-16, 2021	Mariannas	Uniforms; Time Clock; Food

Northern Bedford County High School

2019-2020 Fundraisers Requests by group

Group	Date	Item	Proposed Expenditure
Varsity Club	Oct 2020	Mariannas	Student earns jacket credits
Volleyball	Aug 2020	Apparel	Banquet, Senior Night, Senior Gifts, Tournaments, Posters
Volleyball	Aug 24 - Sept 4, 2020	Potted Mums	Banquet, Senior Night, Senior Gifts, Tournaments, Posters, Uniforms
Volleyball	Sept 21-Oct 2, 2020	Powerhouse Subs	Banquet, Senior Night, Senior Gifts, Tournaments, Posters
Volleyball	Sept-Oct, 2020	Concessions	Posters, Uniforms, Banquets, Tournaments
Winter Cheer	July 2020	Gourmet Dips	Uniforms
Winter Cheer	Sept 14-25 2020	Applelicious Apples	Uniforms
Winter Cheer	Oct 2020	Apparel	Uniforms
Wrestling/Mat Club	Aug 2020 - Jan 2021	Parents Gun Raffle	Year End Banquet
Wrestling/Mat Club	Oct - Dec 2020	Apparel	Wrestling Mat
Wrestling/Mat Club	Oct 20-Nov 16, 2020	Pie Shoppe or Apples For U	Summer Camps; Elem County Tourn Fees
Wrestling/Mat Club	Dec 17 - Jan 14.	Mariannas	Voluntee Coaches, Varsity team to IUP duals
Wrestling/Mat Club	Jan 2, 2021	Elem Tourn	Districts, Regionals, States, awards

**** Other class or group requests, planned to support/enrich the educational program, as approved by administration.

Last Name	First Name	Class/Group	Destination	Date(s) of Trip	Person in Charge	Number students attending	Financing	Means of Financing Trip
Barton	Andrew	Current Issues	Presidential Rallies	TBD	Andy Barton	15	General Fund	students
Barton	Andrew	10th Grade	D.C.	April, 2021	Andy Barton	70	General Fund	students
Barton	Andrew	Current Issues	Flight 93 Memorial	09/11/2020	Andy Barton	15	General Fund	students
Pratt	Sandie	11th Grade	D.C.	April, 2021	Sandie Pratt	70	General Fund	students
Berry	Jerry	Music Department	Music In The Parks - Hershey, PA	08-May-21	Mr. Berry & Mr. Keith	50	General Fund, Activity Fund	Transportation - Budget/Registration - Activity
Berry	Jerry	Band	State Band - Erie	April 14-17, 2021	Mr. Berry	1	General Fund, Activity Fund	Transportation - Budget/Registration - Activity
Berry	Jerry	Band	Region Band - Richland HS	February 25-27, 2021	Mr. Berry	9	General Fund, Activity Fund	Transportation - Budget/Registration - Activity
Berry	Jerry	Band	District Band - Hollidaysburg	January 14-16, 2021	Mr. Berry	10	General Fund, Activity Fund	Transportation - Budget/Registration - Activity
Berry	Jerry	Band	County Band - Everett	January, 2021	Mr. Berry	30	General Fund, Activity Fund	Transportation - Budget/Registration - Activity
Berry	Jerry	Band	District Band Auditions - Bellwood	15-Nov-20	Mr. Berry	15	General Fund, Activity Fund	Transportation - Budget/Registration - Activity
Berry	Jerry	Band	Away Football Games	TBA	Mr. Berry	50	General Fund	Budget
Berry	Jerry	Band	Parades	TBA	Mr. Berry	50	General Fund	Budget
Black	Garry	Accounting Students	St. Francis	Fall 2020	Garry Black		General Fund	Budget
Black	Garry	FBLA/BUSINESS	Sheetz or similar	Fall 2020	Garry Black		General Fund	Budget
Black	Garry	FBLA	Hershey, PA (State Competition)	April, 2021	Garry Black		General/Activity Fund	Student Fundraising
Black	Garry	FBLA	St. Francis (Regional Competition)	November, 2020	Garry Black		General Fund	Budget
Black	Garry	FBLA	Anaheim, California (National Competition)	June, 2021	Garry Black		General/Activity Fund	Student Fundraising
Clouse	Brianna	Archery Club	NASP State Qualifier	January 30, 2021	Jerry Fabian; Brianna Clouse		Activity Fund	Fundraising- Marianna Hoagies
Crawford	Tess	SADD	Bedford County SADD Meetings, Bedford	TBD	Teresa Crawford		Activity Fund	SADD
Crawford	Tess	SADD	Bedford County SADD Conference, Manns Choice, PA	March, 2021	Teresa Crawford	25	Activity Fund	SADD
Crawford	Tess	SADD	PA State SADD Conference	November, 2020	Teresa Crawford	20	Activity Fund	SADD Treasury & SADD member payment
Crawford	Tess	Youth Leadership Bedford County (YLBC)	Bedford County, various locations	9 trips; September through May	Emily Swanseen	4	General Fund	Guidance Budget
Crawford	Tess	Grade 9	Business Showcase, Bedford Airport, Bedford, PA	September, 2020	Teresa Crawford	70	General Fund	Guidance Budget
Crawford	Tess	Grade 10	Rotary Career Fair, Altoona, PA	Apr-21	Emily Swanseen	65	General Fund	Guidance Budget
Crawford	Tess	Career Education and Work (CEW) Skills	Bedford County & other locations	during the 2020-21 school year	Teresa Crawford; Emily Swanseen		General Fund	Guidance Budget
Crawford	Tess	Juniors and Seniors	College Fair - Bedford Springs, Bedford, PA	Thursday, October 22, 2020	Teresa Crawford; Emily Swanseen	70	General Fund	Guidance Budget
Dibert	Ken	Auto Club Students	Cars at Carlisle Fall 2020	October, 2020	Mr. Dibert		Activity Fund	Club funds
Dibert	Ken	Auto Club Students	Hollidaysburg Veterans Home	April, 2021	Mr. Dibert		Activity Fund	Club funds
Dibert	Ken	Auto Club Students	Hollidaysburg Veterans Home	November, 2020	Mr. Dibert		Activity Fund	Club funds
Dibert	Ken	Auto Club Students	Hershey Car show	April, 2021	Mr. Dibert		Activity Fund	Club funds
Frederick	Brian	Building Construction	Fallingwater	April, 2021	Brian Frederick	16	General Fund	Budgeted
Jones	Ann	HS Reading Competition	Forest Hills Middle/High School	April, 2022	Ann Jones		General Fund	Budget

Last Name	First Name	Class/Group	Destination	Date(s) of Trip	Person in Charge	Number students attending	Financing	Means of Financing Trip
Jones	Ann	Scholastic Scrimmage HS	Altoona, IUO8	Fall 2020			General Fund	Budget
Jones	Ann	JV Scholastic Scrimmage Team	Altoona, IUO8	Winter 2021			General Fund	Budget
Keith	Brett	HS CHORUS	All State Chorus/Conference, Erie PA	April 14-17, 2021	Mr. Brett Keith	2	General Fund	Student payment of registration
Keith	Brett	HS CHORUS	Region III Chorus, Clearfield HS	March 11-13, 2021	Mr. Brett Keith	6	General Fund	Student payment of registration
Keith	Brett	HS CHORUS	District 6 Chorus, Conemaugh Twp. HS	January 28-20, 2021	Mr. Brett Keith	11	General Fund	Student payment of registration
Keith	Brett	HS CHORUS	District Chorus Pre-Auditions, Greater Johnstown HS	18-Oct-20	Mr. Brett Keith	14	General Fund	Student payment of registration
Keith	Brett	HS CHORUS	Pasquerilla Center, UPJ	04-Dec-20	Mr. Brett Keith	45	General Fund	General fund for transportation
Keith	Brett	HS CHORUS	Altoona Curve Baseball Performance	April/May 2021 (TBD)	Mr. Brett Keith	45	Activity Fund	Student Fundraising
Keith	Brett	Senior High County Chorus	Tyrone Area HS	November 23-24, 2020	Mr. Brett Keith	20	Activity Fund	Student payment of registration
Keith	Brett	Junior High County Chorus	Tuessey Mountain	October 21-22, 2020	Mr. Brett Keith	18	Activity Fund	Student payment of registration
Kring	Kay	Envirothon Teams	Shawnee State Park, Bedford County Envirothon	April or May 2021	new envirothon advisor		General Fund	District- Science Dept
Kring	Kay	Envirothon Teams	Tenley Park, Everett, PA	Apr-21	new envirothon advisor		General Fund	Science Dept Budget
Kring	Kay	Hort, Ag, Science Students	Longwood Gardens & Herr's Snack Factory	May-21	Mrs. Kring & Mr. Over	50	General Fund, Activity Fund	Sub- district; Bus- activity; Student- admission
Kring	Kay	Hort Classes	Local Hort businesses	2020-21 school year TBA	Mrs. Kring		General Fund	District hort budget
Kring	Kay	FFA	Bedford Co FFA Officers Meeting	03-Aug	Mrs. Kring	5	Activity Fund	Student Fundraising
Miller	Lucas	Envirothon	Shawnee State Park	May-20	Miller	70	Activity Fund	Budget
Miller	Lucas	Envirothon	Shawnee State Park	May-20	Miller		Activity Fund	Budget
Miller	Lucas	Envirothon	Tenley Park, Everett	Apr-20	Miller		General Fund	Budget
Moyer	Christa	Anatomy and Physiology I or II	PSU	TBD	Christa Moyer; Tess Crawford	15	General Fund	Students and Guidance
Moyer	Christa	Honors Biology	PSU	TBD	Christa Moyer; Tess Crawford	30	General Fund	Students and Guidance
Moyer	Christa	Honors Biology	Saint Francis University	TBD	Christa Moyer	30	General Fund	Students
Moyer	Christa	Anatomy and Physiology I or II	Windber Research Institute;Conemaugh Hospital Johnsto	TBD through Mrs. Crawford	Christa Moyer; Tess Crawford	16	General Fund	Students and Guidance
Moyer	Christa	Anatomy and Physiology II	Drayer Physical Therapy	TBD; Spring 2021	Christa Moyer	10	General Fund	Students
Moyer	Christa	Honors Biology	Local Stream	TBD; Spring 2021	Christa Moyer	40	General Fund	Students
Moyer	Christa	Anatomy and Physiology I; Science Bowl Team	Saint Francis University	TBD; November 2020	Christa Moyer	24	General Fund	Students
Moyer	Christa	Anatomy and Physiology II	Allegheny General Hospital	TBD; possibly Oct or Nov, 2020	Christa Moyer	10	General Fund	Students with some district help
Over	Jim	FFA	Area Ag Business/Ag Organizations banquets	2020-21 school year	Over or Kring	9	Activity Fund	fundraisers and individuals
Over	Jim	FFA	Bedford Fairgrounds for lights display setup	Dec-20	Over and Kring	9	Activity Fund	fundraisers and individuals
Over	Jim	FFA	Area FFA Degree Banquet at Bedford Hoss's	Dec-20	Over or Kring	9	Activity Fund	fundraisers and individuals
Over	Jim	FFA	Central HS for Area Speech contest	Apr-21	Over and Kring	9	Activity Fund	district, fundraisers, individuals
Over	Jim	FFA	Mechanicsburg, PA for regional FFA speech contest	Apr-21	Over or Kring	9	Activity Fund	fundraisers and individuals
Over	Jim	FFA	A Bedford County school for county speech contest	Mar-21	Over and Kring	9	Activity Fund	fundraisers and individuals

Last Name	First Name	Class/Group	Destination	Date(s) of Trip	Person in Charge	Number students attending	Financing	Means of Financing Trip
Over	Jim	FFA	Penn State FFA Activities Week State Contests	Jun-21	Over and Kring	16	General Fund, Activity Fund	district, fundraisers, individuals
Over	Jim	FFA	Harrisburg, All-American Dairy Judging Contest	Sep-20	Over or Kring	9	Activity Fund	fundraisers and individuals
Over	Jim	MS and HS FFA	local farm for Dairy Field Day	Spring 2021	Over & Kring	70	General Fund, Activity Fund	district, fundraisers, individuals
Over	Jim	FFA	Harrisburg, PA for KILE livestock evaluation	Oct-20	Over or Kring	9	Activity Fund	fundraisers and individuals
Over	Jim	FFA	local ag community	2020-21 school year	Over and Kring	18	General Fund, Activity Fund	district van
Over	Jim	FFA	Harrisburg, PA for PA Farm Show	Jan-21	Over and Kring	35	General Fund, Activity Fund	district, fundraisers, individuals
Over	Jim	FFA	Harrisburg for State Legislative Leadership Conference	Mar-21	Over or Kring	5	Activity Fund	fundraisers and individuals
Over	Jim	FFA	PA Ski Resort	Feb or Mar 2021	Kring and/or Over	40	Activity Fund	fundraisers and individuals
Over	Jim	PA Horse Expo	PA Horse Expo	Feb-21	Kring or Over	25	Activity Fund	fundraisers and individuals
Over	Jim	FFA	Indianapolis, IN for National FFA Convention	Oct-20	Over or Kring	8	General Fund, Activity Fund	district, fundraisers, individuals
Over	Jim	FFA	Harrisburg area for ACES FFA Conference	Feb-21	Over or Kring	18	General Fund, Activity Fund	district, fundraisers, individuals
Over	Jim	FFA	Springfield MA for Big E	Sep-20	Over or Kring	4	General Fund, Activity Fund	district, fundraisers, individuals
Over	Jim	FFA	Altoona, Fall Leadership conference	Sept or Oct 2020	Kring or Over	9	General Fund, Activity Fund	district, fundraisers, individuals
Over	Jim	FFA	PSU for Spring dairy and livestock judging	Mar-21	Mr. Over	9	Activity Fund	fundraisers and individuals
Snyder	Ashley	Student PRIDE Team	Juniata College (probably)	TBD	Ashley Snyder	25	Activity Fund	Student Fundraising

Flexible Instructional Days

2020-2021 **Online Application**

To facilitate the development and review process for exemplars, the Pennsylvania Department of Education (PDE) has provided a lesson plan exemplar template. Public school entities may choose to use the template or their own formatted lesson plan. All exemplars must be submitted as a PDF.

Public school entities applying for a FID program for the 2019-2020 school year:

If a public school entity submits an application, inclusive of all required documentation on or before June 15, 2020, the public school entity may implement the proposed FID program for an unlimited number of days through the end of the 2019-2020 school year. The proposed FID program will receive a complete review by PDE to determine completeness and acceptance of the application for implementation in the 2020-2021 and 2021-2022 school years. PDE will notify the public school entity as to whether its application meets the requirements of section 1506 of the Pennsylvania Public School Code (School Code), 24 P.S. § 15-1506, and is therefore accepted, no later than Nov. 1, 2020. If the application is accepted for use during the 2020-2021 and 2021-2022 school years, the public school entity is limited to five (5) FIDs for those years.

The following documentation is to be provided by June 15, 2020 if the school wishes to utilize a FID program for the 2019-2020 school year: completed application, including the uploading of exemplars; electronic signature page; and a letter of commitment of intent to adopt a FID program signed by the public school entity's Board President and Superintendent/CAO. Additionally, approved Board minutes, evidencing the board resolution approving the FID application must be submitted no later than Sept. 1, 2020.

Public school entities applying for a FID program beginning in the 2020-2021 school year:

Applications and all required documentation are due by Sept. 1, 2020. PDE will notify the public school entity whether its application meets the requirements of section 1506 of the School Code, 24 P.S. § 15-1506, and is therefore accepted, no later than November 1, 2020. If accepted, the public school entity may implement a FID program for 2020-2021 and two subsequent years. A FID program cannot be instituted during the 2020-2021 school year or in subsequent school years, prior to PDE accepting the public school entity's application.

Public School Entity

Choose your public school entity.

AUN

108056004

Populated automatically based on selected public school entity.

Contact

Todd Beatty

Enter the first and last name of a primary contact familiar with your program.

Email

tbeatty@nbcsd.o

Enter the email address of the primary contact.

Phone

814-766-4702

Enter the phone number of the primary contact.

Period

Choose the FID period to which this application applies.

Assurances

Select each box below to indicate your assurance that:

- [x] Staff, students, and parents shall be made aware of notification procedures prior to the institution of a flexible instructional day and the means of notification shall be fully accessible.
- [x] Responsibilities shall be agreed upon and expectations shall be communicated to all staff, students, and parents prior to the institution of a flexible instructional day.
- [x] Attendance shall be strictly enforced in compliance with Article XIII of the School Code during a flexible instructional day.
- [x] Students shall be provided health services during a flexible instructional day in compliance with Article XIV of the School Code.
- [x] Free Appropriate Public Education (FAPE) shall be afforded all students during a flexible instructional day in compliance with the Individuals with Disabilities Education Act (IDEA).
- [x] Should technology ever be employed during a flexible instructional day, policies and measures are in place to ensure the cyber-safety and security of students accessing online school services and digital resources.
- [x] Should technology ever be employed during a flexible instructional day, technical assistance and support shall be provided, as appropriate, to ensure access to instruction and resources.

Narratives

Describe the procedure for notifying all students, parents, and professional staff prior to a flexible instructional day being instituted.

The district will provide the procedure, expectations, and requirements prior to the start of the school year. When a FID day will be used during the school year, notification will be made in advance to parents, students, and staff through the district's OneCall system, email, district website, and Facebook.

Describe the procedure for instituting a flexible instructional day, including (if applicable) the use of technology and equitable accommodations for students and professional staff lacking sufficient home access to devices and/or the Internet. Please provide an alternative method of delivering instruction, should there be issues with the availability of technology or student access to the materials during a flexible instructional day.

The district will be 1:1 grades K-12. Students and teachers will be expected to utilize the LMS during FID days which will be an integral part of instruction delivery from the start of the school year. Home internet access will not be required because students will download applicable instruction prior to the FID day. K4 students will be provided appropriate instructional packets for the FID days. Any staff member that has insufficient home internet access will have access to the school building to utilize the district's internet services.

Describe the responsibilities of professional staff during a flexible instructional day.

The professional staff will be required to support students during school hours. Their responsibilities will be to respond to student questions, provide additional virtual instruction, and provide feedback on assignments.

Describe the responsibilities of students during a flexible instructional day.

Students will be expected to log in and complete assignments if internet access is available. Students that do not have internet access will be required to complete the work and submit required work to the teacher upon return to school.

Describe the procedure for tracking student participation (i.e., attendance) during a flexible instructional day.

Students that have internet access will be tracked by logging in to the LMS. Students that do not have internet access will be tracked by the assigned work completion submitted upon return to school. K4 will also be tracked by educational packet submission.

File Upload

Note: PDE has provided an optional Exemplar Template, which can be accessed from the Training/Templates Document Library.

Upload as *six separate* PDF files named "Appendix [LETTER]_FID19" exemplars designed to progress the learning for all students in support of course objectives and representative of instruction on a flexible instructional day.

- **Appendix A: English Language Arts exemplar *(any level within grades K-8)***
- **Appendix B: English Language Arts exemplar *(any level within grades 9-12)***
- **Appendix C: Mathematics exemplar *(any level within grades K-8)***
- **Appendix D: Mathematics exemplar *(any level within grades 9-12)***
- **Appendix E: Science exemplar *(any level within grades 9-12)***
- **Appendix F: Social Studies exemplar *(any level within grades 9-12)***

Exemplars must include the following design elements: reference standards, establish expectations for instructional outcomes, identify opportunities for accommodations, list resources to be utilized, delineate student participation, and define evidence of learning.

For 2019-2020 applications, also upload the following:

- A letter signed by the Board President and Superintendent/CAO – Upload, as a single PDF file named "Board_FID19", a letter signed by the Board President and Superintendent/CAO evidencing the commitment by the public school entity that you will implement a FID program in the 2019-20 school year. The letter verifies that Board has reviewed the application and has intent to adopt the program at the next meeting. You may use Flexible Instructional Days during the 2019-20 school year, once the completed application is submitted to PDE.
- Official approved board minutes – In order for this application to be considered for the 2020-21 and 2021-22 school years, upload official approved board minutes, as a single PDF file named "Approved Board Minutes_FID19", by no later than September 1, 2020. You may not use any Flexible Instructional Days in the 2020-21, or subsequent year, until PDE provides notification that the application has been accepted.

For 2020-2021 applications, also upload the following:

- Official approved board minutes – Upload, as a single PDF file named "Approved Board Minutes_FID20", approved board minutes that evidences that the Board met, reviewed and approved the submission of this application and includes the tally of the votes between April 15 and September 1, 2020. PDE will review FID program applications and notify of acceptance/denial by no later than November 1, 2020. You may not use any Flexible Instructional Days in 2019-20 school year. If accepted, the FID program would begin in the 2020-21 school year. A public school entity may not institute a FID prior to PDE accepting the FID program application.

 Click here to attach a file

Electronic Signature

"On behalf of entity noted below, I am submitting this application for the Flexible Instructional Day (FID) program. By entering my name, title, date, and User ID below and clicking "Submit", I acknowledge that I have reviewed and understand Pennsylvania's policy and requirements for acceptance as published on the PDE website. By entering my name in the field below, I confirm that I am the Superintendent/Chief Academic Officer and Approver of this application for the above-named public school entity and that the information provided in the application is accurate and complete."

Name	Todd Beatty
Title	Superintendent
Entity	Northern Bedford
Date Submitted	
Submitted By	

PDE Review

Do you wish to submit your application for PDE review?

- Click Save to save your application and attachments in the FID SharePoint Site for future editing. This will NOT initiate PDE review.
- Click Submit to initiate PDE review of your application. You will not be able to edit the application or files once review is initiated.
- Click Cancel to exit the application without saving your changes.
- Click Print to open a read-only, print-friendly view of this form. Please save your changes before you print the form.

NORTHERN BEDFORD COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS MEETING
JUNE 16, 2020

GENERAL OBLIGATION NOTE, SERIES OF 2020

BOARD MOTION

MOTION to Approve and Adopt that certain Resolution now before the Board authorizing, *inter alia*,

issuance of the School District's General Obligation Note, Series of 2020 (the "Note") in the maximum principal amount of $3,000,000;

application of the proceeds to fund all or a portion of that certain Capital Project defined therein;

acceptance of a proposal for the purchase of the Note from Somerset Trust Company (the "Purchaser");

pledging the full faith, credit and taxing power of the School District to secure the debt evidenced by the Note;

authorizing and directing School Board officers, administration officials and solicitor, financial advisor, and bond counsel, as well as the Purchaser, to undertake such actions as are deemed necessary and proper to effectuate the sale and issuance of the Note.

NOW THIS 16th day of June, 2020:

MOVED BY: _____

SECONDED BY: _____

ACTION: Roll Call Vote Required

Northern Bedford County SD

Special Education Plan Report

07/01/2020 - 06/30/2023

District Profile

Demographics

152 NBC Drive
Loysburg, PA 16659
(814)766-2221
Superintendent: Todd Beatty
Director of Special Education: Lindsay Cherry

Planning Committee

Name	Role
Todd Beatty	Administrator : Professional Education Special Education
Michael O'Dellick	Administrator : Professional Education Special Education
Trevor Replogle	Administrator : Professional Education Special Education
Wayne Sherlock	Administrator : Professional Education Special Education
Randy Wiand	Board Member : Professional Education Special Education
Susan Heuston	Elementary School Teacher - Special Education : Special Education
Scott Bollman	High School Teacher - Regular Education : Special Education
Donna Detterline	Parent : Professional Education Special Education
Lindsay Cherry	Special Education Director/Specialist : Professional Education Special Education

Core Foundations

Special Education

Special Education Students

Total students identified: 126

Identification Method

Identify the District's method for identifying students with specific learning disabilities.

The Northern Bedford County School District uses the discrepancy model to identify students with Specific Learning Disabilities in the elementary school, middle school, and high school. In accordance with Chapter 14 regulations and the PA guidelines for Identifying the Students with Specific Learning Disabilities, a multidisciplinary evaluation team considers evaluation data as it relates to four eligibility criteria. To be identified as a student with a Specific Learning Disability, a student must meet all four criteria.
First, the team determines if the child achieves adequately for his/her age or if he/she meets state approved grade level standards in one or more of the following areas: oral, expression, listening comprehension, written expression, basic reading skills, reading fluency skills, reading comprehension, mathematics calculation, and/or mathematics problem solving. The multidisciplinary team considers multiple sources of data related to the student's level of achievement. The data reviewed includes but is not limited to: PSSA scores, Keystone scores, universal screenings (AIMSweb), norm-referenced achievement tests, student records, and curriculum based assessments.
Second, the team determines whether the student exhibits a pattern of strengths and weaknesses, relative to intellectual ability as defined by a severe discrepancy between ability and achievement, or relative to age or grade. A severe discrepancy is generally considered to exist when the child's actual achievement is approximately one standard deviation below his or her intellectual ability.
Third, the team reviews information to rule out: vision, hearing or motor problems, intellectual disability, emotional disturbance, cultural and/or environmental issues, and limited English proficiency. This information is reviewed to determine if the primary reason for the student's inability to meet age/grade level standards is directly related to any of the above factors, he/she cannot be identified as having a Specific Learning Disability.
Last, the team reviews information to rule out lack of instruction as the primary cause for the student's learning problems. The team documents appropriate instruction by highly qualified personnel and use of repeated assessments.

Enrollment

Review the Enrollment Difference Status. If necessary, describe how your district plans to address any significant disproportionalities.

The data is publicly available via the PennData website. You can view your most recent report. The link is: https://penndata.hbg.psu.edu/PublicReporting/DataataGlance/tabid/2523/Default.aspx

The Northern Bedford County School District's overall enrollment of students with disabilities is 2.3% lower than the state's average enrollment. However, the students identified as having Speech/Language Impairment is 8.4% higher than the state's average. The Northern Bedford County School District has varied instructional strategies and service times in the Speech/Language program in order to accelerate and use time on task more efficiently during instruction. Shorter more intensive instructional times are being incorporated daily to provide more opportunities for practicing a skill in a focus area. The Speech and Language teacher is part of the RtII team in order to screen and provide the regular education teachers with strategies to incorporate in the regular education classroom per intervention.

Non-Resident Students Oversight

1. How does the District meet its obligation under Section 1306 of the Public School Code as the host District at each location?
2. How does the District ensure that students are receiving a free appropriate public education (FAPE) in the least restrictive environment (LRE)?
3. What problems or barriers exist which limit the District's ability to meet its obligations under Section 1306 of the Public School Code?

- The Northern Bedford County School District recognizes its obligation to ensure access to the same educational programs and services provided to district students. The school district shall identify students that are non-resident students and encourage their enrollment and eliminate barriers to their attendance and education. The Northern Bedford County School District will implement current IEPs and provide comparable related services in the existing IEPs until the district can convene an IEP meeting to determine whether the IEP needs revised.
- The school district will ensure that students will be receiving a free appropriate public education by providing students with their educational program in the least restrictive environment based on their strengths and needs. The Northern Bedford County School District offers a continuum of services through the district, neighboring school districts, and the Appalachia Intermediate Unit 08.
- The most prevalent barriers that exist would be that of receiving appropriate educational documents in a timely manner for students categorized under Section 1306.

Incarcerated Students Oversight

Describe the system of oversight the District would implement to ensure that all incarcerated students who may be eligible for special education are located, identified, evaluated and when deemed eligible, are offered a free appropriate public education (FAPE).

The Northern Bedford County School District works cooperatively with the local correctional institutions to ensure a quality educational program to students with disabilities under the age of 21. Upon entrance to the county's correctional institution, the incarcerated student will complete an educational questionnaire with the intake officer and/or prisoner counselor. For incarcerated persons under the age of 21, specific information is collected regarding the individual's previous educational history and demographics. The information gathered during this process is used to determine eligibility for educational services. The questionnaire is forwarded to the Appalachia Intermediate Unit 08. The Northern Bedford County School District contracts with Appalachia Intermediate Unit 08 to provide educational services to incarcerated students at the county jail or other local correctional institutions. These identification procedures have been developed to ensure that all students that are eligible for special education services are provided a Free Appropriate Public Education.

Least Restrictive Environment

1. Describe the District procedures, which ensure that, to the maximum extent appropriate, children with disabilities, including those in private institutions, are educated with non-disabled children, and that removal from the regular education environment only occurs when education in that setting with supplementary aids and services, cannot be achieved satisfactorily.
2. Describe how the District is replicating successful programs, evidence-based models, and other PDE sponsored initiatives to enhance or expand the continuum of supports/services and education placement options available within the District to support students with disabilities access the general education curriculum in the least restrictive environment (LRE). (Provide information describing the manner in which the District utilizes site-based training, consultation and technical assistance opportunities available through PDE/PaTTAN, or other public or private agencies.)
3. Refer to and discuss the SPP targets and the district's percentages in the Indicator 5 section - Educational Environments. Also discuss the number of students placed out of the district and how those placements were determined to assure that LRE requirements are met.

The Northern Bedford County School District strives to ensure that to the maximum extent possible, children with disabilities, including children in public and private institutions or other care facilities are educated with children who are non-disabled. Utilizing special classes or separate schooling for children with disabilities from the regular educational environment will occur only if the nature or severity of the disability is such that education in the regular classes, with the use of supplementary aids and services, cannot be achieved satisfactorily.
The Northern Bedford County School District is committed to providing a Free Appropriate Public Education in the Least Restrictive Environment for all students. Once a child has been determined

eligible for and in need of specially designed instruction, the IEP team will work to develop a plan based on the individual child's needs. The IEP team will review present levels, strengths and needs in order to determine the educational placement.
The Northern Bedford County School District strives to educate children in the regular education environment to the maximum extent. Supplementary aides and services are included in the IEP team discussion to ensure that the placement of a student is in the Least Restrictive Environment (LRE):

- Collaborative: Co-teaching, common planning time, professional development to support co-teaching, professional development for paraprofessionals, communication books (home/school)
- Instructional: Test modifications, alternative ways to demonstrate learning, providing instructional adaptations such as: preteaching, reteaching, repeating directions, paraphrasing directions, voice to text,
- Physical: Specific seating, adaptive equipment, sensory aids
- Social Behavior: Social skills instruction, counseling supports (school counselor, psychological services, wrap around agencies), individual positive behavior support plans, cooperative learning, peer supports

Special education and regular education teachers work collaboratively on planning schedules, activities, accommodations, and modifications that can be implemented to ensure the successful integration of students with disabilities. The district is committed to exploring and implementing educational practices that will provide disabled students the opportunity to be educated in the least restrictive environment. Examples of some of these practices are as follows: 1) providing a common planning time for teachers that afford the time to discuss the educational needs of their academically and behaviorally challenged students 2) utilizing co-teaching practices which promote active participation of special education teachers in the general education environment and using the general education curriculum for instruction 3) utilizing/exploring assistive technology when needed to encourage/promote active participation and involvement in all content areas 4) using data that is analyzed to ensure that student needs are being met 5) implementing a co-teaching model that provides students with an expert content teacher and an expert strategist teacher. Assistive technology such as the Google Docs voice to text program and read program is used for students in order to gain independence while participating in the general education curriculum. iPads are provided to students that have communication needs. Several reading programs have been incorporated to meet the needs of a variety of learning styles such as Wilson Reading Sytem, Heggarty phonemic awareness, West Virginia Phonics Instruction, Read 180, Orton-Gillingham, Making Connections, Read Naturally, Lexia, My Reading Coach, and SRA Corrective Reading. Additional assistive devices that students utilize in the general education environment are FM systems to aid in classroom material being presented orally. Visually Impaired students are able to gain access to the general education curriculum while in the regular environment with slant boards, magnifying glasses, and large print materials.
The Northern Bedford County School District provides staff with opportunities that are on-going to participate in conferences/workshops that address differentiated instruction, co-teaching, resiliency, data analysis, reading/writing instructional strategies, and math instructional strategies.

The school district will continue to provide opportunities for general and special education staff as well as paraprofessionals to attend conferences/workshops that will support and promote our district's commitment to students placed in the Least Restrictive Environment (LRE). The Northern Bedford County School District provides opportunities for staff enhance theirs skills by offering and suggesting conferences/workshops at locations such as PATTAN and the IU08.
The Northern Bedford County School District has approximately 93% of students with disabilities being educated in the regular education classroom for 80% or more of the school day. The school district currently has 12 students that are placed outside of the school district. These students are placed in Life Skills programs throughout Bedford County. The Bedford County Schools have created a consortium in order to provide a continuum of educational services for each of the county schools in order to provide services for students that need Life Skills support. Northern Bedford utilizes specialty programs for students with Autim and Emotional Support. The Northern Bedford County School District attributes the exceeding number of students being educated in the regular education classroom to the RtII program at the elementary school as well as providing supplementary aid and services in the regular education classroom to ensure the success of our students. Additionally, our district has a co-teaching model at every grade level where the regular education teacher and the special education teacher are both providing instruction in the regular education classroom setting.

Behavior Support Services

1. Provide a summary of the District policy on behavioral support services including, but not limited to, the school wide positive behavior supports (PBS).
2. Describe training provided to staff in the use of positive behavior supports, de-escalation techniques and responses to behavior that may require immediate intervention.
3. If the district also has School-Based Behavioral Health Services, please discuss it.

The Northern Bedford County School District is committed to implementing positive behavioral support practices for all students with disabilities. The School district has established a variety of practices that staff members use to support positive behaviors in the school environment which include: consistent expectations (Be Respectful, Be Prepared, and Be on Time), structured classroom routines, Student Assistance Program, attendance and behavioral expectations, de-escalation techniques, school/family communications, and counseling support. The school district's Behavioral Support Policy reflects the district's support in providing school wide positive supports.
The Northern Bedford County School District ensures that students with disabilities are educated in the least restrictive environment. Students shall only be placed in settings other than the regular education class when the nature of severity of the student's disability is such that education in the regular education class with the use of appropriate supplementary aids and services cannot be achieved satisfactorily. The IEP team for a student with disabilities shall develop a positive behavior support plan if the student requires specific interventions to address behavior that interferes with learning. If necessary, the IEP team will reconvene weekly in order to adjust the plan to ensure the student will achieve success in the regular education classroom.
The Northern Bedford County School District's behavior support programs shall be based on positive rather than negative behavior techniques. Students shall be free from demeaning treatment

and unreasonable use of restraints or other aversive techniques. Behavior Support programs and plans shall be based on a functional assessment of behavior and shall include a variety of research-based techniques to develop and maintain skills that will enhance students' opportunities for learning and self-fulfillment. De-escalation techniques will be the district's primary focus when dealing with behaviors.

The Northern Bedford County School District has teams in each building that receive yearly training in de-escalation and behavior supports. Currently, all paraprofessionals, administrators and some teachers in each school building have participated in Non-Violent Crisis Intervention Training and hold up-to-date certifications. De-escalation techniques are a focus in that particular training. .

The Northern Bedford County School District does provide School-Based Behavioral Health Services through the school psychologist and the school counselors. These individuals provide one-on-one and small group services to students that exhibit the need. The school district acts as a satellite office to several outside agencies (Alternative Community Resource Program, Children and Youth, Blair Family Solutions). The outside agencies provide services such as mental, social, and behavioral health appointments on the school campus.

Intensive Interagency/Ensuring FAPE/Hard to Place Students

1. If the LEA is having difficulty ensuring FAPE for an individual student or a particular disability category, describe the procedures and analysis methods used to determine gaps in the continuum of special education supports, services and education placement options available for students with disabilities.
2. Include information detailing successful programs, services, education placements as well as identified gaps in current programs, services, and education placements not available within the LEA. Include an overview of services provided through interagency collaboration within the LEA.
3. Discuss any expansion of the continuum of services planned during the life of this plan.

The Northern Bedford County School District is not experiencing difficulty ensuring FAPE for any students with disabilities. If the Northern Bedford County School District would encounter difficulty ensuring FAPE, then the school district would incorporate the following procedures: 1) An IEP meeting would be held in order to review programming options within the district based on the individual needs of the student and/or possible implementing new programming within the district 2) If options are attempted and/or ruled out, the school district will determine optional programming at neighboring school districts and/or educational placements that would meet the needs of the student. 3) Once a programming option is determined by the IEP team, the parent/student/school district representative would tour the placement and an IEP meeting would be scheduled to finalize the recommended placement.

The Northern Bedford County School District utilizes an inter-county school district and interagency approach to resolve and locate educational placements/services for hard to place students with disabilities. Currently, Life Skills Support and Multiple Disabilities Support are serviced in multiple district classrooms within Bedford County. These multiple district classrooms are used to provide

services and meet the needs of the five Bedford County school districts. The Bedford County special education supervisors meet every other month to coordinate services for the students.
If necessary, the Northern Bedford County School District will utilize other neighboring counties in order to meet the needs of students and offer a continuum of services. However, the school district's primary focus is building upon in-district efforts to meet the needs of all students with disabilities.
If educational programs and/or services are not able to be provided by the school district, Appalachia Intermediate Unit 08, and the Bedford County system as described, then the Northern Bedford County School District will utilize the services of Children and Adolescent Service System Program (CASSP). CASSP is in place to collaboratively design and implement services for students. The following agencies that could participate in this collaboration: Bedford County BHRS (Cornerstone Community Services), Children and Youth Services, Office of Probation, Drug and Alcohol, Extended Family Academy, Home Nursing, Family Behavioral Resources, Nulton Diagnostic and Treatment Center, Alternative Community Resource Program, Pyramid Health, and Merakey. All of the agencies, the school district, and families work collaboratively to resolve issues and locate educational placements and/or services for hard to place students. The Northern Bedford County School District also will seek consultation from the Appalachia Intermediate Unit 08's interagency coordinator and/or social worker.
The Northern Bedford County School District entrusts Early Intervention activities to the Appalachia Intermediate Unit 08. When a student in that program reaches school age, several district representatives(building principal, special education supervisor, school psychologist, school counselor, speech therapist, kindergarten teacher) will attend Early Intervention Transition meetings. The school district will coordinate all the recommendations per student need to ensure a successful transition.
The Bedford County school districts have had and continue to have discussions regarding opening autistic support classrooms throughout the county to provide students with the need of supplemental or fulltime services. Discussion and organization of such a program is still under discussion and will be determined per individual student needs. Discussion within our district has been held in order to service students who are identified as having an emotional distrubance if the need is greater than an itinerant or supplemental level of support. The district has teachers in house that can provide supplemental services if a need arises for a student. We have currently added daily services for a few students in the district to meet the need locally.

Assurances

Special Education Assurances

The Local Education Agency (District) has verified the following Assurances:

- Implementation of a full range of services, programs and alternative placements available to the school district for placement and implementation of the special education programs in the school district.
- Implementation of a child find system to locate, identify and evaluate young children and children who are thought to be a child with a disability eligible for special education residing within the school district's jurisdiction. Child find data is collected, maintained and used in decision-making. Child find process and procedures are evaluated for its effectiveness. The District implements mechanisms to disseminate child find information to the public, organizations, agencies and individuals on at least an annual basis.
- Assurances of students with disabilities are included in general education programs and extracurricular and non-academic programs and activities to the maximum extent appropriate in accordance with an Individualized Education Program.
- Compliance with the PA Department of Education, Bureau of Special Education's report revision notice process.
- Following the state and federal guidelines for participation of students with disabilities in state and district-wide assessments including the determination of participation, the need for accommodations, and the methods of assessing students for whom regular assessment is not appropriate.
- Assurance of funds received through participation in the medical assistance reimbursement program, ACCESS, will be used to enhance or expand the current level of services and programs provided to students with disabilities in this local education agency.

24 P.S. §1306 and §1306.2 Facilities

There are no facilities.

Least Restrictive Environment Facilities

Facility Name	Type of Facility	Type of Service	Number of Students Placed
Spring Cove School District	Neighboring School Districts	Life Skills Support	1
Everett Area School District	Neighboring School Districts	Life Skills Support	2
Bedford Area School District	Neighboring School Districts	Life Skills Support	2
Chestnut Ridge School District	Neighboring School Districts	Life Skills Support	2
Tussey Mountain School District	Neighboring School Districts	Life Skills Support	1
Soaring Heights with Pyramid Health	Special Education Centers	Full time Autistic Support and Full time Emotional Support	3
Merakey	Special Education Centers	Full time Emotional Support	1

Special Education Program Profile

Program Position #1 - Proposed Program

Operator: Intermediate Unit

PROPOSED PROGRAM INFORMATION

Type: Position

Implementation Date: November 24, 2015

PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Deaf and Hearing Impaired Support	13 to 15	1	0.05
Locations:				
Northern Bedford County Elementary School	A Middle School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Deaf and Hearing Impaired Support	15 to 17	1	0.05
Locations:				
Northern Bedford County High School	A Senior High School Building	A building in which General Education programs are operated		

Program Position #3 - Proposed Program

Operator: School District

PROPOSED PROGRAM INFORMATION

Type: Position

Implementation Date: September 14, 2015

PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Speech and Language Support	5 to 11	25	0.8
Justification: Speech teacher meets with student one on one or small group and does not exceed the three year age range when providing services.				
Locations:				
Northern Bedford County Elementary School --HA	An Elementary School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Speech and Language Support	11 to 13	12	0.2
Locations:				
Northern Bedford County Middle School--HA	A Junior/Senior High School Building	A building in which General Education programs are operated		

Program Position #4 - Proposed Program

Operator: School District

PROPOSED PROGRAM INFORMATION

Type: Position

Implementation Date: September 11, 2015

PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Learning Support	5 to 7	7	1
Locations:				
Northern Bedford County Elementary School--SH	An Elementary School Building	A building in which General Education programs are operated		

Program Position #5 - Proposed Program

Operator: School District

PROPOSED PROGRAM INFORMATION

Type: Position

Implementation Date: February 1, 2016

PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Learning Support	8 to 10	4	0.8
Locations:				
Northern Bedford County Elementary School --KL	An Elementary School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Emotional Support	7 to 9	1	0.1
Locations:				
Northern Bedford County Elementary School	An Elementary School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Autistic Support	7 to 9	1	0.1

Locations:				
Northern Bedford County Elementary School	An Elementary School Building	A building in which General Education programs are operated		

Program Position #6 - Proposed Program

Operator: School District

PROPOSED PROGRAM INFORMATION

Type: Position

Implementation Date: September 14, 2015

PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Supplemental (Less Than 80% but More Than 20%)	Autistic Support	7 to 9	1	0.1
Locations:				
Northern Bedford County Elementary School --JD	An Elementary School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Learning Support	8 to 10	2	0.3
Locations:				
Northern Bedford County Elementary School --JD	An Elementary School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Supplemental (Less Than 80% but More Than 20%)	Learning Support	8 to 10	4	0.4
Locations:				
Northern Bedford County Elementary School JD	An Elementary School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Emotional Support	8 to 9	1	0.1
Locations:				
Northern Bedford County Elementary School JD	An Elementary School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Supplemental (Less Than 80% but More Than 20%)	Emotional Support	8 to 10	1	0.1
Locations:				
Northern Bedford County Elementary	An Elementary School Building	A building in which General Education programs are operated		

Program Position #7 - Proposed Program

Operator: School District

PROPOSED PROGRAM INFORMATION

Type: Position

Implementation Date: September 14, 2015

PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Emotional Support	10 to 12	1	0.1
Locations:				
Northern Bedford County Elementary School--TH	An Elementary School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Learning Support	7 to 9	10	0.8
Locations:				
Northern Bedford County Elementary School --TH	An Elementary School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Supplemental (Less Than 80% but More Than 20%)	Learning Support	10 to 13	1	0.1
Locations:				
Northern Bedford County Elementary School TH	An Elementary School Building	A building in which General Education programs are operated		

Program Position #8 - Proposed Program

Operator: School District

PROPOSED PROGRAM INFORMATION

Type: Position

Implementation Date: February 1, 2016

PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Learning Support	11 to 14	12	0.8
Locations:				
Northern Bedford County Middle School --MB	A Middle School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Supplemental (Less Than 80% but More Than 20%)	Emotional Support	11 to 14	3	0.2
Locations:				
Northern Bedford County Middle School	A Middle School Building	A building in which General Education programs are operated		

Program Position #9 - Proposed Program

Operator: School District

PROPOSED PROGRAM INFORMATION

Type: Position

Implementation Date: September 14, 2015

PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Learning Support	12 to 15	11	0.9
Locations:				
Northern Bedford County Middle School --KC	A Middle School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Autistic Support	13 to 15	1	0.1
Locations:				
Northern Bedford County Middle School --KC	A Middle School Building	A building in which General Education programs are operated		

Program Position #10 - Proposed Program

Operator: School District

PROPOSED PROGRAM INFORMATION

Type: Position

Implementation Date: September 14, 2015

PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Learning Support	14 to 17	11	1
Locations:				
Northern Bedford County High School --JG	A Senior High School Building	A building in which General Education programs are operated		

Program Position #11 - Proposed Program

Operator: School District

PROPOSED PROGRAM INFORMATION

Type: Position

Implementation Date: February 1, 2016

PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Learning Support	15 to 19	11	0.9
Locations:				
Northern Bedford County High School --PK	A Senior High School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Supplemental (Less Than 80% but More Than 20%)	Emotional Support	15 to 19	1	0.1
Locations:				
Northern Bedford County High School	A Senior High School Building	A building in which General Education programs are operated		

Program Position #12 - Proposed Program

Operator: School District

PROPOSED PROGRAM INFORMATION

Type: Position

Implementation Date: September 14, 2015

PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Learning Support	16 to 19	5	0.5
Locations:				
Northern Bedford County	A Senior High	A building in which General Education		

High School --CR	School Building	programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Emotional Support	16 to 19	2	0.2
Justification: Teacher meets one on one with students to instruct.				
Locations:				
Northern Bedford County High School --CR	A Senior High School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Autistic Support	16 to 17	2	0.2
Locations:				
Northern Bedford County High School --CR	A Senior High School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Emotional Support	13 to 15	2	0.1
Locations:				
Northern Bedford County Middle School--CR	A Middle School Building	A building in which General Education programs are operated		

Special Education Support Services

Support Service	Location	Teacher FTE
Instructional Assistants	Northern Bedford County Elementary School	4
Instructional Assistants	Northern Bedford County Middle/High School	1.5
Special Education Supervisor	Northern Bedford County School District	1
School Psychologist	Northern Bedford County School District	0.78
Personal Care Assistants	Northern Bedford Elementary School	1
Personal Care Assistants	Soaring Heights (Pyramid Health)	2
Personal Care Assistants	Merakey	1
Personal Care Assistants	Tussey Mountain Middle School	1

Special Education Contracted Services

Special Education Contracted Services	Operator	Amt of Time per Week
Occupational Therapy	Outside Contractor	30 Hours
Physical Therapy	Outside Contractor	25 Minutes

District Level Plan

Special Education Personnel Development

Autism

Description	**Least Restrictive Environment for Children with Autism** Staff (special education teachers, regular education teachers, instructional assistants) and parents will participate in professional development activities that will support students with autism in the regular education classroom through instructional strategies, sensory integration, and emotional needs.
Person Responsible	Lindsay Cherry
Start Date	7/1/2020
End Date	6/30/2023
Program Area(s)	Professional Education, Special Education, Student Services, Educational Technology

Professional Development Details

Hours Per Session	2.0
# of Sessions	3
# of Participants Per Session	25
Provider	To be determined
Provider Type	Intermediate Unit, School Entity, PaTTAN, Profit Company, Therapists
PDE Approved	Yes
Knowledge Gain	Staff will learn about the instructional strategies to be used for students with autism. They will be instructed about specially designed instruction, sensory integration, modifications, and accommodations to incorporate in the least restrictive environment. The staff will learn about strategies to incorporate in the least restrictive environment to assist with the emotional and academic needs of a student with autism.
Research & Best Practices Base	Professional development will provide opportunities to the staff to gain knowledge of appropriate instructional practices for students with autism in

	the least restrictive environment. Staff will also have the opportunity to reflect and collaborate about the new knowledge gained.
For classroom teachers, school counselors and education specialists	Enhances the educator's content knowledge in the area of the educator's certification or assignment. Increases the educator's teaching skills based on research on effective practice, with attention given to interventions for struggling students. Empowers educators to work effectively with parents and community partners.
For school or LEA administrators, and other educators seeking leadership roles	Empowers leaders to create a culture of teaching and learning, with an emphasis on learning.
Training Format	School Whole Group Presentation Department Focused Presentation
Participant Roles	Classroom teachers Principals / Asst. Principals School counselors Paraprofessional New Staff Other educational specialists Parents
Grade Levels	Elementary - Primary (preK - grade 1) Elementary - Intermediate (grades 2-5) Middle (grades 6-8) High (grades 9-12)
Follow-up Activities	Team development and sharing of content-area lesson implementation outcomes, with involvement of administrator and/or peers Creating lessons to meet varied student learning styles
Evaluation Methods	Classroom observation focusing on factors such as planning and preparation, knowledge of content, pedagogy and standards, classroom environment, instructional delivery and professionalism. Participant survey

	Review of written reports summarizing instructional activity The Northern Bedford County School District will increase the percentage of time that students with autism spend in the regular education classroom by 2% over the period of this plan.

Behavior Support

Description	**De-escalation Training, Positive Behavior Supports** Staff (special education teachers, regular education teachers, school counselors, principals, instructional assistants) will participate in professional development activities in de-escalation techniques. Parents and the PA State Police will also be invited to attend de-escalation training. Special education teachers will receive training in Functional Behavioral Assessments. The staff will have training in Positive Behavior Support Plans(PBSP). The PBS plans will be implemented per needs of students, buildings, and district wide. Special Education Teachers will document the PBS plans along with implementation of IEPs. Administrators may create building and/or district wide PBS plans based upon need to ensure the success of all students.
Person Responsible	Lindsay Cherry
Start Date	7/1/2020
End Date	6/30/2023
Program Area(s)	Professional Education, Special Education, Student Services

Professional Development Details

Hours Per Session	3.0
# of Sessions	3
# of Participants Per Session	25
Provider	To be determined
Provider Type	IU
PDE Approved	Yes
Knowledge Gain	Staff and parents will gain knowledge of appropriate techniques and programs to support positive student behaviors.
Research & Best Practices Base	Northern Bedford has implemeted School WIde Postive Behavior Intervention. Trainings will provide staff and parents the opportunity to reflect on their current practices as well as current positive behavior

	support programs. Trainings will assist in generating new ideas based on best practices presented to improve student behaviors.
For classroom teachers, school counselors and education specialists	Increases the educator's teaching skills based on research on effective practice, with attention given to interventions for struggling students. Empowers educators to work effectively with parents and community partners.
For school or LEA administrators, and other educators seeking leadership roles	Empowers leaders to create a culture of teaching and learning, with an emphasis on learning.
Training Format	Series of Workshops School Whole Group Presentation Department Focused Presentation
Participant Roles	Classroom teachers Principals / Asst. Principals School counselors Paraprofessional Other educational specialists Related Service Personnel Parents
Grade Levels	Elementary - Primary (preK - grade 1) Elementary - Intermediate (grades 2-5) Middle (grades 6-8) High (grades 9-12)
Follow-up Activities	Administration and staff will track discipline referrals and develop strategies for improving student behaviors based upon the trainings provided.
Evaluation Methods	Participant survey Review of written reports summarizing instructional activity The Northern Bedford County School District will decrease the number of discipline referrals for students with disabilities by 5% over the

	period of this plan.

Paraprofessional

Description	**Supporting Students with Disabilities in the Least Restrictive Environment** Paraprofessionals will complete twenty hours of professional development each year of this plan. Professional development activities include: First Aid and CPR, de-escalation training, making accommodations/modifications, confidentiality, legal updates, and assisting teachers and students in the classroom setting.
Person Responsible	Lindsay Cherry
Start Date	7/1/2020
End Date	6/30/2023
Program Area(s)	Professional Education, Special Education, Student Services, Educational Technology

Professional Development Details

Hours Per Session	2.0
# of Sessions	10
# of Participants Per Session	13
Provider	To be determined
Provider Type	Multiple Providers
PDE Approved	Yes
Knowledge Gain	Paraprofessionals will gain knowledge that can be incorporated in their daily activities while assisting students and teachers in the classroom setting.
Research & Best Practices Base	By providing paraprofessionals with professional development, they will gain critical knowledge and skills to assist students with disabilities.
For classroom teachers, school counselors and education specialists	Enhances the educator's content knowledge in the area of the educator's certification or assignment. Increases the educator's teaching skills based on research on effective practice, with attention given to interventions for struggling

	students. Empowers educators to work effectively with parents and community partners.
For school or LEA administrators, and other educators seeking leadership roles	Empowers leaders to create a culture of teaching and learning, with an emphasis on learning.
Training Format	Series of Workshops
Participant Roles	Paraprofessional Parents
Grade Levels	Elementary - Primary (preK - grade 1) Elementary - Intermediate (grades 2-5) Middle (grades 6-8) High (grades 9-12)
Follow-up Activities	Peer-to-peer lesson discussion
Evaluation Methods	• Participant survey • Review of written reports summarizing instructional activity • Paraprofessionals receive certificates of completion. The district office complies the list of professional development activities completed and tracks the hours. Paraprofessionals will receive at least 20 hours of professional development per school year during the period of this plan. Paraprofessionals will achieve at least a "meets requirements" rating yearly over the period of the plan on the school district's evaluation form.

Reading

Description	**Instructional Strategies to improve comprehension at all reading levels** Staff will participate in professional development activities that will address

	differentiated instruction and reading instruction as part of assisting in the development of instructional strategies to assist students in the improvement of comprehending materials that are read.
Person Responsible	Lindsay Cherry
Start Date	7/1/2020
End Date	6/30/2023
Program Area(s)	Professional Education, Special Education, Student Services

Professional Development Details

Hours Per Session	2.0
# of Sessions	3
# of Participants Per Session	30
Provider	To be determined
Provider Type	Intermediate Unit, School Entity, PaTTAN, Profit Company, Therapists
PDE Approved	Yes
Knowledge Gain	The staff will gain knowledge in the following areas: differentiated instructional strategies, reading instructional strategies, supporting learners with special needs, and interpreting data to create an action plan. K-2 staff will be involved with Dyslexia Pilot that is grant funded. Northern Bedford will have instructional coaches that will support the regualr education and special education classrooms.
Research & Best Practices Base	Professional development will offer staff the opportunity to gain advanced techniques to support students in literacy. Teachers will be able to reflect on current practices and incorporate innovative new ones.
For classroom teachers, school counselors and education specialists	Enhances the educator's content knowledge in the area of the educator's certification or assignment. Increases the educator's teaching skills based on research on effective practice, with attention given to interventions for struggling students. Provides educators with a variety of classroom-based assessment skills and the skills needed to analyze and use data in instructional decision-making. Empowers educators to work effectively with parents and community partners.

For school or LEA administrators, and other educators seeking leadership roles	Provides the knowledge and skills to think and plan strategically, ensuring that assessments, curriculum, instruction, staff professional education, teaching materials and interventions for struggling students are aligned to each other as well as to Pennsylvania's academic standards. Provides leaders with the ability to access and use appropriate data to inform decision-making. Empowers leaders to create a culture of teaching and learning, with an emphasis on learning.
Training Format	Series of Workshops School Whole Group Presentation Live Webinar Professional Learning Communities Offsite Conferences
Participant Roles	Classroom teachers Principals / Asst. Principals School counselors Paraprofessional Related Service Personnel Parents
Grade Levels	Elementary - Primary (preK - grade 1) Elementary - Intermediate (grades 2-5) Middle (grades 6-8) High (grades 9-12)
Follow-up Activities	Team development and sharing of content-area lesson implementation outcomes, with involvement of administrator and/or peers Analysis of student work, with administrator and/or peers Creating lessons to meet varied student learning styles Peer-to-peer lesson discussion
Evaluation Methods	Classroom observation focusing on factors such as planning and preparation, knowledge of content, pedagogy and standards, classroom environment, instructional delivery and professionalism. Student PSSA data Participant survey Students that have a reading goal on their IEP will have a 3% increase in their PSSA scores over the period of this plan. Students with a reading goal at the high school level will show proficiency on their Keystone

	Literature examination during the period of this plan.

Transition

Description	**Education/Training/Employment Beyond High School** Special education teachers will learn about developing collaboration between students, parents, schools, and community resources in order to develop a transition plan for students. Professional development activities will includes ways to support students through educating them about designing career goals.Professional development will provide opportunities to become more knowledgeable regarding community resources and post-secondary schools. Special education teachers will learn about the supports within community resources and post-secondary schools.
Person Responsible	Lindsay Cherry
Start Date	7/1/2020
End Date	6/30/2023
Program Area(s)	Professional Education, Special Education, Student Services, Educational Technology

Professional Development Details

Hours Per Session	2.0
# of Sessions	3
# of Participants Per Session	15
Provider	To be determined
Provider Type	IU, PaTTAN, Non-profit organizations, college, technical schools, individual
PDE Approved	Yes
Knowledge Gain	The staff will gain knowledge of implementing effective practices for transition. The staff will understand the importance of working collaboratively with students, parents, agencies, and the post-secondary school representatives in developing and achieving appropriate transition goals.
Research & Best Practices Base	Professional development in the area of transition provides staff with the opportunity to gain important knowledge for assisting students and meeting their needs. Staff will have the opportunity to reflect and

	collaborate during professional development sessions.
For classroom teachers, school counselors and education specialists	Enhances the educator's content knowledge in the area of the educator's certification or assignment. Increases the educator's teaching skills based on research on effective practice, with attention given to interventions for struggling students. Provides educators with a variety of classroom-based assessment skills and the skills needed to analyze and use data in instructional decision-making. Empowers educators to work effectively with parents and community partners.
For school or LEA administrators, and other educators seeking leadership roles	Provides the knowledge and skills to think and plan strategically, ensuring that assessments, curriculum, instruction, staff professional education, teaching materials and interventions for struggling students are aligned to each other as well as to Pennsylvania's academic standards. Provides leaders with the ability to access and use appropriate data to inform decision-making. Empowers leaders to create a culture of teaching and learning, with an emphasis on learning. Instructs the leader in managing resources for effective results.
Training Format	Department Focused Presentation Professional Learning Communities
Participant Roles	Classroom teachers Principals / Asst. Principals School counselors Other educational specialists Related Service Personnel Parents
Grade Levels	Middle (grades 6-8) High (grades 9-12)
Follow-up Activities	Team development and sharing of content-area lesson implementation outcomes, with involvement of administrator and/or peers

	Analysis of student work, with administrator and/or peers Journaling and reflecting
Evaluation Methods	Participant survey Review of written reports summarizing instructional activity The Northern Bedford County School District will increase the amount of students with disabilities attending a post-secondary school/training by 5% over the period of this plan.

Special Education Affirmations

We also affirm our understanding that any requests for any deviations from the Chapter 14 regulations, standards, policies, and procedures must be made in writing to the Pennsylvania Department of Education. The school district understands that the Special Education Component of the District Level Plan will be approved by PDE in accordance with the following criteria as set forth in 22 Pa. School Code § 14.104 and as part of the District Level Plan:

1. There are a full range of services, programs and alternative placements available to the school district for placement and implementation of the special education programs in the school district.

2. The school district has adopted a child find system to locate, identify and evaluate young children and children who are thought to be a child with a disability eligible for special education residing within the school district's jurisdiction. Child find data is collected, maintained, and used in decision-making. Child find process and procedures are evaluated for its effectiveness. The school district implements mechanisms to disseminate child find information to the public, organizations, agencies, and individuals on at least an annual basis.

3. The school district has adopted policies and procedures that assure that students with disabilities are included in general education programs and extracurricular and non-academic programs and activities to the maximum extent appropriate in accordance with an Individualized Education Program.

4. The school district will comply with the PA Department of Education, Bureau of Special Education's revision notice process.

5. The school district follows the state and federal guidelines for participation of students with disabilities in state and district-wide assessments including the determination of participation, the need for accommodations, and the methods of assessing students for whom regular assessment is not appropriate.

6. The school district affirms the Pennsylvania Department of Education that funds received through participation in the medical assistance reimbursement program, ACCESS, will be used to enhance or expand the current level of services and programs provided to students with disabilities in this local education agency.

We affirm that the school district has completed a 28 day public inspection and comment period as required under 22 PA Code § 4.13 (d) prior to the school entity's governing board approval and submission to the Department of Education (Bureau of Special Education).

No signature has been provided

Board President

No signature has been provided

Superintendent/Chief Executive Officer

Northern Bedford County SD

Special Education Plan Report

07/01/2020 - 06/30/2023

District Profile

Demographics

152 NBC Drive
Loysburg, PA 16659
(814)766-2221
Superintendent: Todd Beatty
Director of Special Education: Lindsay Cherry

Planning Committee

Name	Role
Todd Beatty	Administrator : Professional Education Special Education
Michael O'Dellick	Administrator : Professional Education Special Education
Trevor Replogle	Administrator : Professional Education Special Education
Wayne Sherlock	Administrator : Professional Education Special Education
Randy Wiand	Board Member : Professional Education Special Education
Susan Heuston	Elementary School Teacher - Special Education : Special Education
Scott Bollman	High School Teacher - Regular Education : Special Education
Donna Detterline	Parent : Professional Education Special Education
Lindsay Cherry	Special Education Director/Specialist : Professional Education Special Education

Core Foundations

Special Education

Special Education Students

Total students identified: 126

Identification Method

Identify the District's method for identifying students with specific learning disabilities.

The Northern Bedford County School District uses the discrepancy model to identify students with Specific Learning Disabilities in the elementary school, middle school, and high school. In accordance with Chapter 14 regulations and the PA guidelines for Identifying the Students with Specific Learning Disabilities, a multidisciplinary evaluation team considers evaluation data as it relates to four eligibility criteria. To be identified as a student with a Specific Learning Disability, a student must meet all four criteria.
First, the team determines if the child achieves adequately for his/her age or if he/she meets state approved grade level standards in one or more of the following areas: oral, expression, listening comprehension, written expression, basic reading skills, reading fluency skills, reading comprehension, mathematics calculation, and/or mathematics problem solving. The multidisciplinary team considers multiple sources of data related to the student's level of achievement. The data reviewed includes but is not limited to: PSSA scores, Keystone scores, universal screenings (AIMSweb), norm-referenced achievement tests, student records, and curriculum based assessments.
Second, the team determines whether the student exhibits a pattern of strengths and weaknesses, relative to intellectual ability as defined by a severe discrepancy between ability and achievement, or relative to age or grade. A severe discrepancy is generally considered to exist when the child's actual achievement is approximately one standard deviation below his or her intellectual ability.
Third, the team reviews information to rule out: vision, hearing or motor problems, intellectual disability, emotional disturbance, cultural and/or environmental issues, and limited English proficiency. This information is reviewed to determine if the primary reason for the student's inability to meet age/grade level standards is directly related to any of the above factors, he/she cannot be identified as having a Specific Learning Disability.
Last, the team reviews information to rule out lack of instruction as the primary cause for the student's learning problems. The team documents appropriate instruction by highly qualified personnel and use of repeated assessments.

Enrollment

Review the Enrollment Difference Status. If necessary, describe how your district plans to address any significant disproportionalities.

The data is publicly available via the PennData website. You can view your most recent report. The link is: https://penndata.hbg.psu.edu/PublicReporting/DataataGlance/tabid/2523/Default.aspx

The Northern Bedford County School District's overall enrollment of students with disabilities is 2.3% lower than the state's average enrollment. However, the students identified as having Speech/Language Impairment is 8.4% higher than the state's average. The Northern Bedford County School District has varied instructional strategies and service times in the Speech/Language program in order to accelerate and use time on task more efficiently during instruction. Shorter more intensive instructional times are being incorporated daily to provide more opportunities for practicing a skill in a focus area. The Speech and Language teacher is part of the RtII team in order to screen and provide the regular education teachers with strategies to incorporate in the regular education classroom per intervention.

Non-Resident Students Oversight

1. How does the District meet its obligation under Section 1306 of the Public School Code as the host District at each location?
2. How does the District ensure that students are receiving a free appropriate public education (FAPE) in the least restrictive environment (LRE)?
3. What problems or barriers exist which limit the District's ability to meet its obligations under Section 1306 of the Public School Code?

- The Northern Bedford County School District recognizes its obligation to ensure access to the same educational programs and services provided to district students. The school district shall identify students that are non-resident students and encourage their enrollment and eliminate barriers to their attendance and education. The Northern Bedford County School District will implement current IEPs and provide comparable related services in the existing IEPs until the district can convene an IEP meeting to determine whether the IEP needs revised.
- The school district will ensure that students will be receiving a free appropriate public education by providing students with their educational program in the least restrictive environment based on their strengths and needs. The Northern Bedford County School District offers a continuum of services through the district, neighboring school districts, and the Appalachia Intermediate Unit 08.
- The most prevalent barriers that exist would be that of receiving appropriate educational documents in a timely manner for students categorized under Section 1306.

Incarcerated Students Oversight

Describe the system of oversight the District would implement to ensure that all incarcerated students who may be eligible for special education are located, identified, evaluated and when deemed eligible, are offered a free appropriate public education (FAPE).

The Northern Bedford County School District works cooperatively with the local correctional institutions to ensure a quality educational program to students with disabilities under the age of 21. Upon entrance to the county's correctional institution, the incarcerated student will complete an educational questionnaire with the intake officer and/or prisoner counselor. For incarcerated persons under the age of 21, specific information is collected regarding the individual's previous educational history and demographics. The information gathered during this process is used to determine eligibility for educational services. The questionnaire is forwarded to the Appalachia Intermediate Unit 08. The Northern Bedford County School District contracts with Appalachia Intermediate Unit 08 to provide educational services to incarcerated students at the county jail or other local correctional institutions. These identification procedures have been developed to ensure that all students that are eligible for special education services are provided a Free Appropriate Public Education.

Least Restrictive Environment

1. Describe the District procedures, which ensure that, to the maximum extent appropriate, children with disabilities, including those in private institutions, are educated with non-disabled children, and that removal from the regular education environment only occurs when education in that setting with supplementary aids and services, cannot be achieved satisfactorily.
2. Describe how the District is replicating successful programs, evidence-based models, and other PDE sponsored initiatives to enhance or expand the continuum of supports/services and education placement options available within the District to support students with disabilities access the general education curriculum in the least restrictive environment (LRE). (Provide information describing the manner in which the District utilizes site-based training, consultation and technical assistance opportunities available through PDE/PaTTAN, or other public or private agencies.)
3. Refer to and discuss the SPP targets and the district's percentages in the Indicator 5 section - Educational Environments. Also discuss the number of students placed out of the district and how those placements were determined to assure that LRE requirements are met.

The Northern Bedford County School District strives to ensure that to the maximum extent possible, children with disabilities, including children in public and private institutions or other care facilities are educated with children who are non-disabled. Utilizing special classes or separate schooling for children with disabilities from the regular educational environment will occur only if the nature or severity of the disability is such that education in the regular classes, with the use of supplementary aids and services, cannot be achieved satisfactorily.
The Northern Bedford County School District is committed to providing a Free Appropriate Public Education in the Least Restrictive Environment for all students. Once a child has been determined

eligible for and in need of specially designed instruction, the IEP team will work to develop a plan based on the individual child's needs. The IEP team will review present levels, strengths and needs in order to determine the educational placement.
The Northern Bedford County School District strives to educate children in the regular education environment to the maximum extent. Supplementary aides and services are included in the IEP team discussion to ensure that the placement of a student is in the Least Restrictive Environment (LRE):

- Collaborative: Co-teaching, common planning time, professional development to support co-teaching, professional development for paraprofessionals, communication books (home/school)
- Instructional: Test modifications, alternative ways to demonstrate learning, providing instructional adaptations such as: preteaching, reteaching, repeating directions, paraphrasing directions, voice to text,
- Physical: Specific seating, adaptive equipment, sensory aids
- Social Behavior: Social skills instruction, counseling supports (school counselor, psychological services, wrap around agencies), individual positive behavior support plans, cooperative learning, peer supports

Special education and regular education teachers work collaboratively on planning schedules, activities, accommodations, and modifications that can be implemented to ensure the successful integration of students with disabilities. The district is committed to exploring and implementing educational practices that will provide disabled students the opportunity to be educated in the least restrictive environment. Examples of some of these practices are as follows: 1) providing a common planning time for teachers that afford the time to discuss the educational needs of their academically and behaviorally challenged students 2) utilizing co-teaching practices which promote active participation of special education teachers in the general education environment and using the general education curriculum for instruction 3) utilizing/exploring assistive technology when needed to encourage/promote active participation and involvement in all content areas 4) using data that is analyzed to ensure that student needs are being met 5) implementing a co-teaching model that provides students with an expert content teacher and an expert strategist teacher.
Assistive technology such as the Google Docs voice to text program and read program is used for students in order to gain independence while participating in the general education curriculum. iPads are provided to students that have communication needs. Several reading programs have been incorporated to meet the needs of a variety of learning styles such as Wilson Reading Sytem, Heggarty phonemic awareness, West Virginia Phonics Instruction, Read 180, Orton-Gillingham, Making Connections, Read Naturally, Lexia, My Reading Coach, and SRA Corrective Reading.
Additional assistive devices that students utilize in the general education environment are FM systems to aid in classroom material being presented orally. Visually Impaired students are able to gain access to the general education curriculum while in the regular environment with slant boards, magnifying glasses, and large print materials.
The Northern Bedford County School District provides staff with opportunities that are on-going to participate in conferences/workshops that address differentiated instruction, co-teaching, resiliency, data analysis, reading/writing instructional strategies, and math instructional strategies.

The school district will continue to provide opportunities for general and special education staff as well as paraprofessionals to attend conferences/workshops that will support and promote our district's commitment to students placed in the Least Restrictive Environment (LRE). The Northern Bedford County School District provides opportunities for staff enhance theirs skills by offering and suggesting conferences/workshops at locations such as PATTAN and the IU08.
The Northern Bedford County School District has approximately 93% of students with disabilities being educated in the regular education classroom for 80% or more of the school day. The school district currently has 12 students that are placed outside of the school district. These students are placed in Life Skills programs throughout Bedford County. The Bedford County Schools have created a consortium in order to provide a continuum of educational services for each of the county schools in order to provide services for students that need Life Skills support. Northern Bedford utilizes specialty programs for students with Autim and Emotional Support. The Northern Bedford County School District attributes the exceeding number of students being educated in the regular education classroom to the RtII program at the elementary school as well as providing supplementary aid and services in the regular education classroom to ensure the success of our students. Additionally, our district has a co-teaching model at every grade level where the regular education teacher and the special education teacher are both providing instruction in the regular education classroom setting.

Behavior Support Services

1. Provide a summary of the District policy on behavioral support services including, but not limited to, the school wide positive behavior supports (PBS).
2. Describe training provided to staff in the use of positive behavior supports, de-escalation techniques and responses to behavior that may require immediate intervention.
3. If the district also has School-Based Behavioral Health Services, please discuss it.

The Northern Bedford County School District is committed to implementing positive behavioral support practices for all students with disabilities. The School district has established a variety of practices that staff members use to support positive behaviors in the school environment which include: consistent expectations (Be Respectful, Be Prepared, and Be on Time), structured classroom routines, Student Assistance Program, attendance and behavioral expectations, de-escalation techniques, school/family communications, and counseling support. The school district's Behavioral Support Policy reflects the district's support in providing school wide positive supports.
The Northern Bedford County School District ensures that students with disabilities are educated in the least restrictive environment. Students shall only be placed in settings other than the regular education class when the nature of severity of the student's disability is such that education in the regular education class with the use of appropriate supplementary aids and services cannot be achieved satisfactorily. The IEP team for a student with disabilities shall develop a positive behavior support plan if the student requires specific interventions to address behavior that interferes with learning. If necessary, the IEP team will reconvene weekly in order to adjust the plan to ensure the student will achieve success in the regular education classroom.
The Northern Bedford County School District's behavior support programs shall be based on positive rather than negative behavior techniques. Students shall be free from demeaning treatment

and unreasonable use of restraints or other aversive techniques. Behavior Support programs and plans shall be based on a functional assessment of behavior and shall include a variety of research-based techniques to develop and maintain skills that will enhance students' opportunities for learning and self-fulfillment. De-escalation techniques will be the district's primary focus when dealing with behaviors.

The Northern Bedford County School District has teams in each building that receive yearly training in de-escalation and behavior supports. Currently, all paraprofessionals, administrators and some teachers in each school building have participated in Non-Violent Crisis Intervention Training and hold up-to-date certifications. De-escalation techniques are a focus in that particular training. .

The Northern Bedford County School District does provide School-Based Behavioral Health Services through the school psychologist and the school counselors. These individuals provide one-on-one and small group services to students that exhibit the need. The school district acts as a satellite office to several outside agencies (Alternative Community Resource Program, Children and Youth, Blair Family Solutions). The outside agencies provide services such as mental, social, and behavioral health appointments on the school campus.

Intensive Interagency/Ensuring FAPE/Hard to Place Students

1. If the LEA is having difficulty ensuring FAPE for an individual student or a particular disability category, describe the procedures and analysis methods used to determine gaps in the continuum of special education supports, services and education placement options available for students with disabilities.
2. Include information detailing successful programs, services, education placements as well as identified gaps in current programs, services, and education placements not available within the LEA. Include an overview of services provided through interagency collaboration within the LEA.
3. Discuss any expansion of the continuum of services planned during the life of this plan.

The Northern Bedford County School District is not experiencing difficulty ensuring FAPE for any students with disabilities. If the Northern Bedford County School District would encounter difficulty ensuring FAPE, then the school district would incorporate the following procedures: 1) An IEP meeting would be held in order to review programming options within the district based on the individual needs of the student and/or possible implementing new programming within the district 2) If options are attempted and/or ruled out, the school district will determine optional programming at neighboring school districts and/or educational placements that would meet the needs of the student. 3) Once a programming option is determined by the IEP team, the parent/student/school district representative would tour the placement and an IEP meeting would be scheduled to finalize the recommended placement.

The Northern Bedford County School District utilizes an inter-county school district and interagency approach to resolve and locate educational placements/services for hard to place students with disabilities. Currently, Life Skills Support and Multiple Disabilities Support are serviced in multiple district classrooms within Bedford County. These multiple district classrooms are used to provide

services and meet the needs of the five Bedford County school districts. The Bedford County special education supervisors meet every other month to coordinate services for the students.
If necessary, the Northern Bedford County School District will utilize other neighboring counties in order to meet the needs of students and offer a continuum of services. However, the school district's primary focus is building upon in-district efforts to meet the needs of all students with disabilities.
If educational programs and/or services are not able to be provided by the school district, Appalachia Intermediate Unit 08, and the Bedford County system as described, then the Northern Bedford County School District will utilize the services of Children and Adolescent Service System Program (CASSP). CASSP is in place to collaboratively design and implement services for students. The following agencies that could participate in this collaboration: Bedford County BHRS (Cornerstone Community Services), Children and Youth Services, Office of Probation, Drug and Alcohol, Extended Family Academy, Home Nursing, Family Behavioral Resources, Nulton Diagnostic and Treatment Center, Alternative Community Resource Program, Pyramid Health, and Merakey. All of the agencies, the school district, and families work collaboratively to resolve issues and locate educational placements and/or services for hard to place students. The Northern Bedford County School District also will seek consultation from the Appalachia Intermediate Unit 08's interagency coordinator and/or social worker.
The Northern Bedford County School District entrusts Early Intervention activities to the Appalachia Intermediate Unit 08. When a student in that program reaches school age, several district representatives(building principal, special education supervisor, school psychologist, school counselor, speech therapist, kindergarten teacher) will attend Early Intervention Transition meetings. The school district will coordinate all the recommendations per student need to ensure a successful transition.
The Bedford County school districts have had and continue to have discussions regarding opening autistic support classrooms throughout the county to provide students with the need of supplemental or fulltime services. Discussion and organization of such a program is still under discussion and will be determined per individual student needs. Discussion within our district has been held in order to service students who are identified as having an emotional distrubance if the need is greater than an itinerant or supplemental level of support. The district has teachers in house that can provide supplemental services if a need arises for a student. We have currently added daily services for a few students in the district to meet the need locally.

Assurances

Special Education Assurances

The Local Education Agency (District) has verified the following Assurances:

- Implementation of a full range of services, programs and alternative placements available to the school district for placement and implementation of the special education programs in the school district.
- Implementation of a child find system to locate, identify and evaluate young children and children who are thought to be a child with a disability eligible for special education residing within the school district's jurisdiction. Child find data is collected, maintained and used in decision-making. Child find process and procedures are evaluated for its effectiveness. The District implements mechanisms to disseminate child find information to the public, organizations, agencies and individuals on at least an annual basis.
- Assurances of students with disabilities are included in general education programs and extracurricular and non-academic programs and activities to the maximum extent appropriate in accordance with an Individualized Education Program.
- Compliance with the PA Department of Education, Bureau of Special Education's report revision notice process.
- Following the state and federal guidelines for participation of students with disabilities in state and district-wide assessments including the determination of participation, the need for accommodations, and the methods of assessing students for whom regular assessment is not appropriate.
- Assurance of funds received through participation in the medical assistance reimbursement program, ACCESS, will be used to enhance or expand the current level of services and programs provided to students with disabilities in this local education agency.

24 P.S. §1306 and §1306.2 Facilities

There are no facilities.

Least Restrictive Environment Facilities

Facility Name	Type of Facility	Type of Service	Number of Students Placed
Spring Cove School District	Neighboring School Districts	Life Skills Support	1
Everett Area School District	Neighboring School Districts	Life Skills Support	2
Bedford Area School District	Neighboring School Districts	Life Skills Support	2
Chestnut Ridge School District	Neighboring School Districts	Life Skills Support	2
Tussey Mountain School District	Neighboring School Districts	Life Skills Support	1
Soaring Heights with Pyramid Health	Special Education Centers	Full time Autistic Support and Full time Emotional Support	3
Merakey	Special Education Centers	Full time Emotional Support	1

Special Education Program Profile

Program Position #1 - Proposed Program

Operator: Intermediate Unit

PROPOSED PROGRAM INFORMATION

Type: Position

Implementation Date: November 24, 2015

PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Deaf and Hearing Impaired Support	13 to 15	1	0.05
Locations:				
Northern Bedford County Elementary School	A Middle School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Deaf and Hearing Impaired Support	15 to 17	1	0.05
Locations:				
Northern Bedford County High School	A Senior High School Building	A building in which General Education programs are operated		

Program Position #3 - Proposed Program

Operator: School District

PROPOSED PROGRAM INFORMATION

Type: Position

Implementation Date: September 14, 2015

PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Speech and Language Support	5 to 11	25	0.8
Justification: Speech teacher meets with student one on one or small group and does not exceed the three year age range when providing services.				
Locations:				
Northern Bedford County Elementary School --HA	An Elementary School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Speech and Language Support	11 to 13	12	0.2
Locations:				
Northern Bedford County Middle School--HA	A Junior/Senior High School Building	A building in which General Education programs are operated		

Program Position #4 - Proposed Program

Operator: School District

PROPOSED PROGRAM INFORMATION

Type: Position

Implementation Date: September 11, 2015

PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Learning Support	5 to 7	7	1
Locations:				
Northern Bedford County Elementary School--SH	An Elementary School Building	A building in which General Education programs are operated		

Program Position #5 - Proposed Program

Operator: School District

PROPOSED PROGRAM INFORMATION

Type: Position

Implementation Date: February 1, 2016

PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Learning Support	8 to 10	4	0.8
Locations:				
Northern Bedford County Elementary School --KL	An Elementary School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Emotional Support	7 to 9	1	0.1
Locations:				
Northern Bedford County Elementary School	An Elementary School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Autistic Support	7 to 9	1	0.1

Locations:				
Northern Bedford County Elementary School	An Elementary School Building	A building in which General Education programs are operated		

Program Position #6 - Proposed Program

Operator: School District

PROPOSED PROGRAM INFORMATION

Type: Position

Implementation Date: September 14, 2015

PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Supplemental (Less Than 80% but More Than 20%)	Autistic Support	7 to 9	1	0.1
Locations:				
Northern Bedford County Elementary School --JD	An Elementary School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Learning Support	8 to 10	2	0.3
Locations:				
Northern Bedford County Elementary School --JD	An Elementary School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Supplemental (Less Than 80% but More Than 20%)	Learning Support	8 to 10	4	0.4
Locations:				
Northern Bedford County Elementary School JD	An Elementary School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Emotional Support	8 to 9	1	0.1
Locations:				
Northern Bedford County Elementary School JD	An Elementary School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Supplemental (Less Than 80% but More Than 20%)	Emotional Support	8 to 10	1	0.1
Locations:				
Northern Bedford County Elementary	An Elementary School Building	A building in which General Education programs are operated		

Program Position #7 - Proposed Program

Operator: School District

PROPOSED PROGRAM INFORMATION

Type: Position

Implementation Date: September 14, 2015

PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Emotional Support	10 to 12	1	0.1
Locations:				
Northern Bedford County Elementary School--TH	An Elementary School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Learning Support	7 to 9	10	0.8
Locations:				
Northern Bedford County Elementary School --TH	An Elementary School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Supplemental (Less Than 80% but More Than 20%)	Learning Support	10 to 13	1	0.1
Locations:				
Northern Bedford County Elementary School TH	An Elementary School Building	A building in which General Education programs are operated		

Program Position #8 - Proposed Program

Operator: School District

PROPOSED PROGRAM INFORMATION

Type: Position

Implementation Date: February 1, 2016

PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Learning Support	11 to 14	12	0.8
Locations:				
Northern Bedford County Middle School --MB	A Middle School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Supplemental (Less Than 80% but More Than 20%)	Emotional Support	11 to 14	3	0.2
Locations:				
Northern Bedford County Middle School	A Middle School Building	A building in which General Education programs are operated		

Program Position #9 - Proposed Program

Operator: School District

PROPOSED PROGRAM INFORMATION

Type: Position

Implementation Date: September 14, 2015

PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Learning Support	12 to 15	11	0.9
Locations:				
Northern Bedford County Middle School --KC	A Middle School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Autistic Support	13 to 15	1	0.1
Locations:				
Northern Bedford County Middle School --KC	A Middle School Building	A building in which General Education programs are operated		

Program Position #10 - Proposed Program

Operator: School District

PROPOSED PROGRAM INFORMATION

Type: Position

Implementation Date: September 14, 2015

PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Learning Support	14 to 17	11	1
Locations:				
Northern Bedford County High School --JG	A Senior High School Building	A building in which General Education programs are operated		

Program Position #11 - Proposed Program

Operator: School District

PROPOSED PROGRAM INFORMATION

Type: Position

Implementation Date: February 1, 2016

PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Learning Support	15 to 19	11	0.9
Locations:				
Northern Bedford County High School --PK	A Senior High School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Supplemental (Less Than 80% but More Than 20%)	Emotional Support	15 to 19	1	0.1
Locations:				
Northern Bedford County High School	A Senior High School Building	A building in which General Education programs are operated		

Program Position #12 - Proposed Program

Operator: School District

PROPOSED PROGRAM INFORMATION

Type: Position

Implementation Date: September 14, 2015

PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Learning Support	16 to 19	5	0.5
Locations:				
Northern Bedford County	A Senior High	A building in which General Education		

High School --CR	School Building	programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Emotional Support	16 to 19	2	0.2
Justification: Teacher meets one on one with students to instruct.				
Locations:				
Northern Bedford County High School --CR	A Senior High School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Autistic Support	16 to 17	2	0.2
Locations:				
Northern Bedford County High School --CR	A Senior High School Building	A building in which General Education programs are operated		

Type of Support	Level of Support	Age Range	Caseload	FTE
Itinerant	Emotional Support	13 to 15	2	0.1
Locations:				
Northern Bedford County Middle School--CR	A Middle School Building	A building in which General Education programs are operated		

Special Education Support Services

Support Service	Location	Teacher FTE
Instructional Assistants	Northern Bedford County Elementary School	4
Instructional Assistants	Northern Bedford County Middle/High School	1.5
Special Education Supervisor	Northern Bedford County School District	1
School Psychologist	Northern Bedford County School District	0.78
Personal Care Assistants	Northern Bedford Elementary School	1
Personal Care Assistants	Soaring Heights (Pyramid Health)	2
Personal Care Assistants	Merakey	1
Personal Care Assistants	Tussey Mountain Middle School	1

Special Education Contracted Services

Special Education Contracted Services	Operator	Amt of Time per Week
Occupational Therapy	Outside Contractor	30 Hours
Physical Therapy	Outside Contractor	25 Minutes

District Level Plan

Special Education Personnel Development

Autism

Description	**Least Restrictive Environment for Children with Autism** Staff (special education teachers, regular education teachers, instructional assistants) and parents will participate in professional development activities that will support students with autism in the regular education classroom through instructional strategies, sensory integration, and emotional needs.
Person Responsible	Lindsay Cherry
Start Date	7/1/2020
End Date	6/30/2023
Program Area(s)	Professional Education, Special Education, Student Services, Educational Technology

Professional Development Details

Hours Per Session	2.0
# of Sessions	3
# of Participants Per Session	25
Provider	To be determined
Provider Type	Intermediate Unit, School Entity, PaTTAN, Profit Company, Therapists
PDE Approved	Yes
Knowledge Gain	Staff will learn about the instructional strategies to be used for students with autism. They will be instructed about specially designed instruction, sensory integration, modifications, and accommodations to incorporate in the least restrictive environment. The staff will learn about strategies to incorporate in the least restrictive environment to assist with the emotional and academic needs of a student with autism.
Research & Best Practices Base	Professional development will provide opportunities to the staff to gain knowledge of appropriate instructional practices for students with autism in

	the least restrictive environment. Staff will also have the opportunity to reflect and collaborate about the new knowledge gained.
For classroom teachers, school counselors and education specialists	Enhances the educator's content knowledge in the area of the educator's certification or assignment. Increases the educator's teaching skills based on research on effective practice, with attention given to interventions for struggling students. Empowers educators to work effectively with parents and community partners.
For school or LEA administrators, and other educators seeking leadership roles	Empowers leaders to create a culture of teaching and learning, with an emphasis on learning.
Training Format	School Whole Group Presentation Department Focused Presentation
Participant Roles	Classroom teachers Principals / Asst. Principals School counselors Paraprofessional New Staff Other educational specialists Parents
Grade Levels	Elementary - Primary (preK - grade 1) Elementary - Intermediate (grades 2-5) Middle (grades 6-8) High (grades 9-12)
Follow-up Activities	Team development and sharing of content-area lesson implementation outcomes, with involvement of administrator and/or peers Creating lessons to meet varied student learning styles
Evaluation Methods	Classroom observation focusing on factors such as planning and preparation, knowledge of content, pedagogy and standards, classroom environment, instructional delivery and professionalism. Participant survey

	Review of written reports summarizing instructional activity The Northern Bedford County School District will increase the percentage of time that students with autism spend in the regular education classroom by 2% over the period of this plan.

Behavior Support

Description	**De-escalation Training, Positive Behavior Supports** Staff (special education teachers, regular education teachers, school counselors, principals, instructional assistants) will participate in professional development activities in de-escalation techniques. Parents and the PA State Police will also be invited to attend de-escalation training. Special education teachers will receive training in Functional Behavioral Assessments. The staff will have training in Positive Behavior Support Plans(PBSP). The PBS plans will be implemented per needs of students, buildings, and district wide. Special Education Teachers will document the PBS plans along with implementation of IEPs. Administrators may create building and/or district wide PBS plans based upon need to ensure the success of all students.
Person Responsible	Lindsay Cherry
Start Date	7/1/2020
End Date	6/30/2023
Program Area(s)	Professional Education, Special Education, Student Services

Professional Development Details

Hours Per Session	3.0
# of Sessions	3
# of Participants Per Session	25
Provider	To be determined
Provider Type	IU
PDE Approved	Yes
Knowledge Gain	Staff and parents will gain knowledge of appropriate techniques and programs to support positive student behaviors.
Research & Best Practices Base	Northern Bedford has implemeted School WIde Postive Behavior Intervention. Trainings will provide staff and parents the opportunity to reflect on their current practices as well as current positive behavior

	support programs. Trainings will assist in generating new ideas based on best practices presented to improve student behaviors.
For classroom teachers, school counselors and education specialists	Increases the educator's teaching skills based on research on effective practice, with attention given to interventions for struggling students. Empowers educators to work effectively with parents and community partners.
For school or LEA administrators, and other educators seeking leadership roles	Empowers leaders to create a culture of teaching and learning, with an emphasis on learning.
Training Format	Series of Workshops School Whole Group Presentation Department Focused Presentation
Participant Roles	Classroom teachers Principals / Asst. Principals School counselors Paraprofessional Other educational specialists Related Service Personnel Parents
Grade Levels	Elementary - Primary (preK - grade 1) Elementary - Intermediate (grades 2-5) Middle (grades 6-8) High (grades 9-12)
Follow-up Activities	Administration and staff will track discipline referrals and develop strategies for improving student behaviors based upon the trainings provided.
Evaluation Methods	Participant survey Review of written reports summarizing instructional activity The Northern Bedford County School District will decrease the number of discipline referrals for students with disabilities by 5% over the

	period of this plan.

Paraprofessional

Description	**Supporting Students with Disabilities in the Least Restrictive Environment** Paraprofessionals will complete twenty hours of professional development each year of this plan. Professional development activities include: First Aid and CPR, de-escalation training, making accommodations/modifications, confidentiality, legal updates, and assisting teachers and students in the classroom setting.
Person Responsible	Lindsay Cherry
Start Date	7/1/2020
End Date	6/30/2023
Program Area(s)	Professional Education, Special Education, Student Services, Educational Technology

Professional Development Details

Hours Per Session	2.0
# of Sessions	10
# of Participants Per Session	13
Provider	To be determined
Provider Type	Multiple Providers
PDE Approved	Yes
Knowledge Gain	Paraprofessionals will gain knowledge that can be incorporated in their daily activities while assisting students and teachers in the classroom setting.
Research & Best Practices Base	By providing paraprofessionals with professional development, they will gain critical knowledge and skills to assist students with disabilities.
For classroom teachers, school counselors and education specialists	Enhances the educator's content knowledge in the area of the educator's certification or assignment. Increases the educator's teaching skills based on research on effective practice, with attention given to interventions for struggling

	students. Empowers educators to work effectively with parents and community partners.
For school or LEA administrators, and other educators seeking leadership roles	Empowers leaders to create a culture of teaching and learning, with an emphasis on learning.
Training Format	Series of Workshops
Participant Roles	Paraprofessional Parents
Grade Levels	Elementary - Primary (preK - grade 1) Elementary - Intermediate (grades 2-5) Middle (grades 6-8) High (grades 9-12)
Follow-up Activities	Peer-to-peer lesson discussion
Evaluation Methods	• Participant survey • Review of written reports summarizing instructional activity • Paraprofessionals receive certificates of completion. The district office complies the list of professional development activities completed and tracks the hours. Paraprofessionals will receive at least 20 hours of professional development per school year during the period of this plan. Paraprofessionals will achieve at least a "meets requirements" rating yearly over the period of the plan on the school district's evaluation form.

Reading

Description	**Instructional Strategies to improve comprehension at all reading levels** Staff will participate in professional development activities that will address

	differentiated instruction and reading instruction as part of assisting in the development of instructional strategies to assist students in the improvement of comprehending materials that are read.
Person Responsible	Lindsay Cherry
Start Date	7/1/2020
End Date	6/30/2023
Program Area(s)	Professional Education, Special Education, Student Services

Professional Development Details

Hours Per Session	2.0
# of Sessions	3
# of Participants Per Session	30
Provider	To be determined
Provider Type	Intermediate Unit, School Entity, PaTTAN, Profit Company, Therapists
PDE Approved	Yes
Knowledge Gain	The staff will gain knowledge in the following areas: differentiated instructional strategies, reading instructional strategies, supporting learners with special needs, and interpreting data to create an action plan. K-2 staff will be involved with Dyslexia Pilot that is grant funded. Northern Bedford will have instructional coaches that will support the regualr education and special education classrooms.
Research & Best Practices Base	Professional development will offer staff the opportunity to gain advanced techniques to support students in literacy. Teachers will be able to reflect on current practices and incorporate innovative new ones.
For classroom teachers, school counselors and education specialists	Enhances the educator's content knowledge in the area of the educator's certification or assignment. Increases the educator's teaching skills based on research on effective practice, with attention given to interventions for struggling students. Provides educators with a variety of classroom-based assessment skills and the skills needed to analyze and use data in instructional decision-making. Empowers educators to work effectively with parents and community partners.

For school or LEA administrators, and other educators seeking leadership roles	Provides the knowledge and skills to think and plan strategically, ensuring that assessments, curriculum, instruction, staff professional education, teaching materials and interventions for struggling students are aligned to each other as well as to Pennsylvania's academic standards. Provides leaders with the ability to access and use appropriate data to inform decision-making. Empowers leaders to create a culture of teaching and learning, with an emphasis on learning.
Training Format	Series of Workshops School Whole Group Presentation Live Webinar Professional Learning Communities Offsite Conferences
Participant Roles	Classroom teachers Principals / Asst. Principals School counselors Paraprofessional Related Service Personnel Parents
Grade Levels	Elementary - Primary (preK - grade 1) Elementary - Intermediate (grades 2-5) Middle (grades 6-8) High (grades 9-12)
Follow-up Activities	Team development and sharing of content-area lesson implementation outcomes, with involvement of administrator and/or peers Analysis of student work, with administrator and/or peers Creating lessons to meet varied student learning styles Peer-to-peer lesson discussion
Evaluation Methods	Classroom observation focusing on factors such as planning and preparation, knowledge of content, pedagogy and standards, classroom environment, instructional delivery and professionalism. Student PSSA data Participant survey Students that have a reading goal on their IEP will have a 3% increase in their PSSA scores over the period of this plan. Students with a reading goal at the high school level will show proficiency on their Keystone

	Literature examination during the period of this plan.

Transition

Description	**Education/Training/Employment Beyond High School** Special education teachers will learn about developing collaboration between students, parents, schools, and community resources in order to develop a transition plan for students. Professional development activities will includes ways to support students through educating them about designing career goals.Professional development will provide opportunities to become more knowledgeable regarding community resources and post-secondary schools. Special education teachers will learn about the supports within community resources and post-secondary schools.
Person Responsible	Lindsay Cherry
Start Date	7/1/2020
End Date	6/30/2023
Program Area(s)	Professional Education, Special Education, Student Services, Educational Technology

Professional Development Details

Hours Per Session	2.0
# of Sessions	3
# of Participants Per Session	15
Provider	To be determined
Provider Type	IU, PaTTAN, Non-profit organizations, college, technical schools, individual
PDE Approved	Yes
Knowledge Gain	The staff will gain knowledge of implementing effective practices for transition. The staff will understand the importance of working collaboratively with students, parents, agencies, and the post-secondary school representatives in developing and achieving appropriate transition goals.
Research & Best Practices Base	Professional development in the area of transition provides staff with the opportunity to gain important knowledge for assisting students and meeting their needs. Staff will have the opportunity to reflect and

	collaborate during professional development sessions.
For classroom teachers, school counselors and education specialists	Enhances the educator's content knowledge in the area of the educator's certification or assignment. Increases the educator's teaching skills based on research on effective practice, with attention given to interventions for struggling students. Provides educators with a variety of classroom-based assessment skills and the skills needed to analyze and use data in instructional decision-making. Empowers educators to work effectively with parents and community partners.
For school or LEA administrators, and other educators seeking leadership roles	Provides the knowledge and skills to think and plan strategically, ensuring that assessments, curriculum, instruction, staff professional education, teaching materials and interventions for struggling students are aligned to each other as well as to Pennsylvania's academic standards. Provides leaders with the ability to access and use appropriate data to inform decision-making. Empowers leaders to create a culture of teaching and learning, with an emphasis on learning. Instructs the leader in managing resources for effective results.
Training Format	Department Focused Presentation Professional Learning Communities
Participant Roles	Classroom teachers Principals / Asst. Principals School counselors Other educational specialists Related Service Personnel Parents
Grade Levels	Middle (grades 6-8) High (grades 9-12)
Follow-up Activities	Team development and sharing of content-area lesson implementation outcomes, with involvement of administrator and/or peers

	Analysis of student work, with administrator and/or peers Journaling and reflecting
Evaluation Methods	Participant survey Review of written reports summarizing instructional activity The Northern Bedford County School District will increase the amount of students with disabilities attending a post-secondary school/training by 5% over the period of this plan.

Special Education Affirmations

We also affirm our understanding that any requests for any deviations from the Chapter 14 regulations, standards, policies, and procedures must be made in writing to the Pennsylvania Department of Education. The school district understands that the Special Education Component of the District Level Plan will be approved by PDE in accordance with the following criteria as set forth in 22 Pa. School Code § 14.104 and as part of the District Level Plan:

1. There are a full range of services, programs and alternative placements available to the school district for placement and implementation of the special education programs in the school district.

2. The school district has adopted a child find system to locate, identify and evaluate young children and children who are thought to be a child with a disability eligible for special education residing within the school district's jurisdiction. Child find data is collected, maintained, and used in decision-making. Child find process and procedures are evaluated for its effectiveness. The school district implements mechanisms to disseminate child find information to the public, organizations, agencies, and individuals on at least an annual basis.

3. The school district has adopted policies and procedures that assure that students with disabilities are included in general education programs and extracurricular and non-academic programs and activities to the maximum extent appropriate in accordance with an Individualized Education Program.

4. The school district will comply with the PA Department of Education, Bureau of Special Education's revision notice process.

5. The school district follows the state and federal guidelines for participation of students with disabilities in state and district-wide assessments including the determination of participation, the need for accommodations, and the methods of assessing students for whom regular assessment is not appropriate.

6. The school district affirms the Pennsylvania Department of Education that funds received through participation in the medical assistance reimbursement program, ACCESS, will be used to enhance or expand the current level of services and programs provided to students with disabilities in this local education agency.

We affirm that the school district has completed a 28 day public inspection and comment period as required under 22 PA Code § 4.13 (d) prior to the school entity's governing board approval and submission to the Department of Education (Bureau of Special Education).

No signature has been provided

Board President

No signature has been provided

Superintendent/Chief Executive Officer

Northern Bedford County School District

Cash Balances

Fiscal Year: 2019-2020

Date Range: 07/01/2019 - 05/31/2020

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
10.0101.000.000.00.00.00.000	GENERAL FUND CASH	4,782,934.16	12,659,826.36	14,482,412.00	2,960,348.52
10.0111.000.000.00.00.00.000	PLGIT - GENERAL FUND	4,600.02	1,000,000.00	0.00	1,004,600.02
10.0113.000.000.00.00.00.000	PSERS STABILIZATION FUND	1,933,334.43	0.00	0.00	1,933,334.43
31.0107.000.000.00.00.00.000	PLGIT - CAPITAL RESERVE	1,449,919.71	621,888.51	299,902.24	1,771,905.98
31.0111.000.000.00.00.00.000	NON-CATEGORICAL	0.00	11,019.43	11,019.33	0.10
51.0102.000.000.00.00.00.000	FOOD SERVICE CASH	25,815.78	179,551.13	173,493.18	31,873.73
81.0106.000.000.00.00.00.000	ACTIVITY FUND CASH	58,355.78	137,107.17	128,298.57	67,164.38
81.0111.000.000.00.00.00.000	ACTIVITY FUND - CD -PSDLAF	75,268.06	864.52	0.00	76,132.58
		8,330,227.94	14,610,257.12	15,095,125.32	7,845,359.74

End of Report

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 05/13/2020 To Date: 06/16/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
1000bulbs.com					
	61289	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$1,674.07
AGORA CYBER CHARTER SCHOOL					
	61290	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$967.89
APPALACHIA INTERMEDIATE UNIT 08					
	61291	GENERAL FUND	OTHER SUPPORT	PROFESSNL/ED - IU	$3,883.86
BEDFORD COUNTY TCC					
	61292	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$266.62
BEDFORD GAZETTE					
	61293	GENERAL FUND	BOARD SERVICES	ADVERTISING	$232.55
BEDFORD SOMERSET HEALTH CONSORTIUM					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB HEALTH PREMIUMS	$3,711.39
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	MEDICAL INSURANCE	$120,892.49
			Total for BEDFORD SOMERSET HEALTH CONSORTIUM		$124,603.88
BIDDLE, TERI L					
	0	GENERAL FUND	BOARD SERVICES	SUPPLIES	$95.94
BRADLEY GOLDSMITH LAW LLC					
	61294	GENERAL FUND	BOARD SERVICES	JUDGEMENTS AGAINST THE LEA	$10,000.00
CAMCO PHYSICAL AND OCCUPATIONAL THERAPY					
	61296	GENERAL FUND	OTHER SUPPORT	PROFESSIONAL ED SERVICES-OTHER	$2,371.42
CARBAUGH BUS LLC					
	0	GENERAL FUND	NONPUBLIC TRANSPORTATION	CONTRACTED CARRIERS	$9,096.94
	0	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$32,443.34
			Total for CARBAUGH BUS LLC		$41,540.28
CENTURYLINK					
	61270	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$973.06
	61297	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$973.06

			Total for CENTURYLINK		$1,946.12
CLOUSE, BRIANNA D					
	0	GENERAL FUND	INST PROF DEV SVS-CERT STAFF	TUITION REIMBURSEMENT	$2,400.00
CM REGENT, LLC					
	61271	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	INCOME PROTECTION INSURANCE	$739.13
	61298	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	INCOME PROTECTION INSURANCE	$736.09
			Total for CM REGENT, LLC		$1,475.22
COMMONWEALTH CHARTER ACADEMY					
	61299	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON PA CHARTER SCHOOLS	$4,085.67
	61299	GENERAL FUND	MULTI-HANDICAPPED SUPPORT	TUITON PA CHARTER SCHOOLS	$2,903.70
			Total for COMMONWEALTH CHARTER ACADEMY		$6,989.37
CORLE'S PRINTING					
	61280	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	SUPPLIES	$240.00
CROWN BENEFITS ADMINISTRATION					
	61272	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	OTHER PROFESSIONAL SERVICES	$18.00
	61300	GENERAL FUND	INSTRUCTIONAL PROGRAMS	OPEB VISION/DENTAL PREMIUMS	$72.00
	61300	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	EYE CARE INSURANCE	$1,378.00
			Total for CROWN BENEFITS ADMINISTRATION		$1,468.00
D & D WOOD SALES INC					
	61301	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$2,422.50
DELTA DENTAL OF PA					
	0	GENERAL FUND	PAYROLL DEDUCT. & WITHHOLDINGS	DENTAL INSURANCE	$7,900.00
DR. ROBERT KETTERER CHARTER SCHOOL INC					
	61302	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$5,371.82
FANELLI WILLETT LAW OFFICES					
	61303	GENERAL FUND	LEGAL SERVICES	OTHER PROFESSIONAL SERVICES	$154.50
FOLLETT SCHOOOL SOLUTIONS INC					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 05/13/2020 To Date: 06/16/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	61304	GENERAL FUND	SCHOOL LIBRARY SERVICES	SUPPLIES	$2,028.23
FORD, MAKENZIE					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$2,688.00
FP MAILING SOLUTIONS					
	0	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$1,000.00
	61305	GENERAL FUND	SUPERVISION OF FISCAL SERVICES	RENTAL EQUIPT	$132.00
			Total for FP MAILING SOLUTIONS		$1,132.00
HF GROUP					
	61281	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	SUPPLIES	$325.00
J.C.EHRLICH CO., INC					
	61306	GENERAL FUND	OPERATION OF BUILDING SERVICE	EXTERMINATION SERVICES	$232.00
JANITORS SUPPLY INC					
	61307	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$1,715.96
JOSTENS					
	61308	GENERAL FUND	OTHER ADMINISTRATIVE SERVICES	SUPPLIES	$327.83
KLINE, STEVEN					
	61249	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$400.00
LEIDY TRANSPORTATION LLC					
	0	GENERAL FUND	NONPUBLIC TRANSPORTATION	CONTRACTED CARRIERS	$4,264.05
	0	GENERAL FUND	VEHICLE OPERATION SERVICES	CONTRACTED CARRIERS	$53,424.88
			Total for LEIDY TRANSPORTATION LLC		$57,688.93
LIBERTY FIRE SOLUTIONS, LLC					
	61309	GENERAL FUND	OPERATION OF BUILDING SERVICE	REPAIRS/MAINTENANCE EQUIPMENT	$430.65
M.R. NYREN COMPANY					
	61273	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$152.07
MARTIN, ABIGAIL D					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 05/13/2020 To Date: 06/16/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	0	GENERAL FUND	INST PROF DEV SVS-CERT STAFF	TUITION REIMBURSEMENT	$2,400.00
MATHESON TRI-GAS INC					
	61282	GENERAL FUND	AGRICULTURE/HORTICULTURE	SUPPLIES	$98.55
	61282	GENERAL FUND	AUTO MECHANICS	SUPPLIES	$98.55
	61282	GENERAL FUND	TRADE AND INDUSTRIAL EDUCATIO	SUPPLIES	$0.00
	61310	GENERAL FUND	AGRICULTURE/HORTICULTURE	SUPPLIES	$101.69
	61310	GENERAL FUND	AUTO MECHANICS	SUPPLIES	$101.68
	61310	GENERAL FUND	TRADE AND INDUSTRIAL EDUCATIO	SUPPLIES	$0.00
			Total for MATHESON TRI-GAS INC		$400.47
MCKNIGHT, KAREN J					
	0	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$2,184.00
MERAKEY PENNSYLVANIA					
	61311	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$3,144.80
	61311	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$3,264.00
			Total for MERAKEY PENNSYLVANIA		$6,408.80
MILLER, JADE N					
	0	GENERAL FUND	INST PROF DEV SVS-CERT STAFF	TUITION REIMBURSEMENT	$2,400.00
MORRAL, JORDAN					
	61250	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$400.00
	61251	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$400.00
			Total for MORRAL, JORDAN		$800.00
MORRISONS COVE HERALD					
	61312	GENERAL FUND	BOARD SERVICES	ADVERTISING	$863.77
NEW ENTERPRISE RURAL ELECTRIC					
	61313	GENERAL FUND	OPERATION OF BUILDING SERVICE	ELECTRICITY	$391.63
NULTON DIAGNOSTIC & TREATMENT CENTER					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 05/13/2020 To Date: 06/16/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	61314	GENERAL FUND	INSTRUCTIONAL PROGRAMS	PROFESSIONAL ED SERVICES-OTHER	$990.00
OVER, KELSEY					
	61252	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$725.00
	61253	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$400.00
			Total for OVER, KELSEY		$1,125.00
PYRAMID HEALTHCARE INC					
	61315	GENERAL FUND	LEARNING SUPPORT - PUBLIC	PROFESSIONAL ED SERVICES-OTHER	$3,420.00
	61315	GENERAL FUND	LIFE SKILLS SUPPORT - PUBLIC	TUITON OTH LEA'S IN STATE	$10,450.00
			Total for PYRAMID HEALTHCARE INC		$13,870.00
RICOH USA, INC					
	61316	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$0.00
	61316	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$104.17
	61316	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$18.38
	61316	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$0.00
			Total for RICOH USA, INC		$122.55
RITCHEY, ALLYSON					
	61254	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$400.00
	61255	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$400.00
	61256	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$400.00
	61257	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$400.00
			Total for RITCHEY, ALLYSON		$1,600.00
ROBISON, MORGAN					
	61258	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$400.00
ROOTS IN THE COVE					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 05/13/2020 To Date: 06/16/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	61317	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$135.00
RUNYON, STEPHANIE					
	61259	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$400.00
SHERLOCK, IAN					
	61260	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$725.00
SHERWIN-WILLIAMS CO					
	61318	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$4,282.90
SNIDER, ALLIE					
	61278	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$500.00
SNOWBERGER, KRISTINA					
	61274	GENERAL FUND	BOARD SERVICES	SUPPLIES	$25.00
	61274	GENERAL FUND	BOARD SERVICES	TRAVEL/EXPENSES	$57.55
	61274	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$59.80
	61274	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	SUPPLIES	$26.85
	61274	GENERAL FUND	OPERATION OF BUILDING SERVICE	SUPPLIES	$76.17
			Total for SNOWBERGER, KRISTINA		$245.37
SNYDER, JADE					
	61261	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$400.00
SOUTH WOODBURY TOWNSHIP					
	61319	GENERAL FUND	OPERATION OF BUILDING SERVICE	WATER/SEWAGE	$4,080.00
SPORTSMANS					
	61262	GENERAL FUND	ATHLETICS	SUPPLIES	$2,742.40
	61262	GENERAL FUND	ATHLETICS	UNIFORMS	$0.00
	61288	GENERAL FUND	ATHLETICS	SUPPLIES	$1,275.25
			Total for SPORTSMANS		$4,017.65
STRAYER, JOSHUA					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 05/13/2020 To Date: 06/16/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	61263	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$400.00
STUCKEY, ALAINA					
	61264	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$500.00
	61265	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$725.00
	61266	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$400.00
			Total for STUCKEY, ALAINA		$1,625.00
TREMCO					
	61320	GENERAL FUND	OPERATION OF BUILDING SERVICE	REPAIRS/MAINTENANCE EQUIPMENT	$801.80
UNITED DATACOM NETWORKS, INC.					
	61275	GENERAL FUND	INSTRUCTIONAL PROGRAMS	EQUIP ORIG & ADD'NL	$28,116.90
	61321	GENERAL FUND	SYSTEM-WIDE TECHNOLOGY SERVICE	SUPPORT OF LEA'S TECH PLAN	$83.75
			Total for UNITED DATACOM NETWORKS, INC.		$28,200.65
VERIZON WIRELESS					
	61283	GENERAL FUND	OPERATION OF BUILDING SERVICE	TELECOMMUNICATION SERVICE	$12.46
VOLKWEINS					
	61284	GENERAL FUND	INSTRUCTIONAL PROGRAMS	SUPPLIES	$65.47
	61322	GENERAL FUND	STUDENT ACTIVITIES	REPAIRS/MAINTENANCE EQUIPMENT	$2,991.60
			Total for VOLKWEINS		$3,057.07
WEAVER'S SANITATION SVC, INC					
	61323	GENERAL FUND	OPERATION OF BUILDING SERVICE	DISPOSAL SERVICES	$810.00
WELLS FARGO VENDOR					
	61285	GENERAL FUND	BOARD SERVICES	RENTAL EQUIPT	$49.88
	61285	GENERAL FUND	INSTRUCTIONAL PROGRAMS	RENTAL EQUIPT	$847.86
	61285	GENERAL FUND	OFFICE OF PRINCIPAL SERVICES	RENTAL EQUIPT	$149.64

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 05/13/2020 To Date: 06/16/2020

Fund: 10 GENERAL FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	61285	GENERAL FUND	OFFICE OF SUPT (EX DIR) SERVS	RENTAL EQUIPT	$282.62
			Total for WELLS FARGO VENDOR		$1,330.00
WELSH, LUKE					
	61267	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$725.00
WIEDEMANN, LUKE					
	61279	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$500.00
WILLIAMS, CALEB					
	61268	GENERAL FUND	INTERFUND ACCOUNTS RECEIVABLE	NON-CATEGORICAL	$400.00
			Total for GENERAL FUND		$369,728.83

Fund: 31 CAPITAL RESERVE PROJECTS FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
ALL AMERICAN ATHLETICS					
	0	CAPITAL RESERVE PROJECTS FUND	SITE IMPROVEMENT SERVICES	LAND AND IMPROVEMENTS	$8,375.00
			Total for CAPITAL RESERVE PROJECTS FUND		$8,375.00

Fund: 51 FOOD SERVICE

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
ANGELO PACIFICO AND SONS INC					
	17926	FOOD SERVICE	FOOD SERVICES	FOOD	$731.38
C M REGENT LLC					
	61269	FOOD SERVICE	PAYROLL DEDUCT. & WITHHOLDINGS	LIFE INSURANCE	$655.00
	61295	FOOD SERVICE	PAYROLL DEDUCT. & WITHHOLDINGS	LIFE INSURANCE	$655.00
			Total for C M REGENT LLC		$1,310.00
JANITORS SUPPLY INC					
	17927	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$25.05
QUEEN CITY F&P					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 05/13/2020 To Date: 06/16/2020

Fund: 51 FOOD SERVICE

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	17925	FOOD SERVICE	FOOD SERVICES	FOOD	$1,006.00
RITCHEYS DAIRY INCORPORATED					
	17928	FOOD SERVICE	FOOD SERVICES	MILK	$4,613.74
US FOODS					
	17929	FOOD SERVICE	FOOD SERVICES	FOOD	$8,796.61
	17929	FOOD SERVICE	FOOD SERVICES	SUPPLIES	$435.51
			Total for US FOODS		$9,232.12
			Total for FOOD SERVICE		$16,918.29

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
BANASZAK, AMY					
	39126	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$665.00
BENTON, SYLVIA					
	39127	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$77.75
BOLLMAN, PATRICIA					
	39128	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$110.00
CALHOUN, LORRAIN					
	39129	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$80.00
CHERRY, LINDSAY					
	39130	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$86.75
COFFEY, GAIL					
	39131	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$31.50
DIVELY, LAENA					
	39132	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$50.00
FINK, WILLIAM					
	39133	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$105.00
FLECK, ASHLEY					
	39134	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$50.75

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 05/13/2020 To Date: 06/16/2020

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
FORT PIPER PRINTS					
	39173	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$544.00
GABLE, LORIE A					
	39135	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$95.00
GOCHNOUR, JUSTIN					
	39136	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$29.75
GRIFFITH, KEITH					
	39137	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$182.00
HALL, RYAN					
	39138	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$71.00
HECK, MICHAEL					
	39139	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$54.00
HELSEL, ERIC					
	39140	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$85.00
HERSHBERGER, DENAE					
	39141	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$50.00
HUTTON, JENNIFER					
	39142	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$57.25
IMLER, WILLIAM					
	39143	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$68.00
INSTRUMENTALIST AWARDS LLC					
	39174	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$72.00
KEITH, JOHN					
	39144	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$45.00
LISLE, RACHEL					
	39145	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$82.00
MICKLE, CHAD					
	39146	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$48.50
MITCHELL, TERISHA					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 05/13/2020 To Date: 06/16/2020

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	39147	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$72.75
MORRAL, BYRON					
	39148	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$25.75
MUSSELMAN, KRISTI					
	39149	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$77.25
NBC FOOD SERVICE					
	39150	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$32.00
NBC GENERAL FUND					
	39175	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$650.00
O'NEAL, TERESA					
	39151	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$60.00
REYNOLDS, ARTHUR					
	39152	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$66.50
ROBINSON, MICHAEL					
	39153	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$25.75
RUNYON, STEVEN					
	39154	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$28.25
SHERLOCK, WAYNE E					
	39155	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$105.00
SHIROCK, KATHRYN					
	39156	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$60.00
SMITH, KEITH					
	39157	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$171.00
SNIDER, ALLIE					
	39158	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$50.00
SNIDER, COLLEEN					
	39159	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$90.50
SNIDER, RONALD					

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 05/13/2020 To Date: 06/16/2020

Fund: 81 ACTIVITY FUND

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	39160	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$95.75
SNOWBERGER, KRISTINA					
	39161	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$75.83
SNYDER, ALEXAS					
	39162	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$50.00
SNYDER, JADE					
	39163	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$50.00
SNYDER, PAIGE					
	39164	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$50.00
STENNING, MARY					
	39165	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$50.00
STRAYER, RICHARD					
	39166	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$105.00
STUCKEY, ALAINA					
	39167	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$50.00
TAYLOR MILLER					
	39168	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$50.00
THE SNACK BASKET					
	39176	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$570.00
VISUAL IMPACT					
	39172	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$165.25
WARD, RICHARD					
	39171	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$63.25
WEIDLER, ALYX					
	39169	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$50.00
WENTZ, LUCAS					
	39170	ACTIVITY FUND	STUDENT ACTIVITIES	MISCELLANEOUS EXPENDITURES	$50.00
				Total for ACTIVITY FUND	$5,730.08

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: Report Sort: Fund From Date: 05/13/2020 To Date: 06/16/2020

Grand Total: $400,752.20

Recap for FUND for GENERAL FUND		
10	GENERAL FUND	$369,728.83
31	CAPITAL RESERVE PROJECTS F	$8,375.00
51	FOOD SERVICE	$16,918.29
81	ACTIVITY FUND	$5,730.08

End of Report

General Ledger - FUND 10 - MAJOR OBJECT ONLY

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:5/31/2020

FUND / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
10 - GENERAL FUND						
100 - PERSONAL SERVICES - SALARIES	$6,119,602.95	$4,803,040.61	$4,803,040.61	$1,150,236.66	$166,325.68	2.72%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$4,326,658.62	$3,367,319.09	$2,455,255.33	$957,116.63	$914,286.66	21.13%
300 - PURCH PROFESS/TECH SERVICES	$581,679.95	$332,852.02	$332,852.02	$955.00	$247,872.93	42.61%
400 - PURCHASED PROPERTY SERVICES	$146,763.00	$93,772.40	$93,772.40	$9,269.31	$43,721.29	29.79%
500 - OTHER PURCHASED SERVICES	$1,475,964.79	$1,198,669.23	$1,198,669.23	$2,522.76	$274,772.80	18.62%
600 - SUPPLIES	$724,209.50	$526,711.12	$526,711.12	$52,950.66	$144,547.72	19.96%
700 - PROPERTY	$107,050.01	$108,164.17	$108,164.17	$89,161.44	($90,275.60)	-84.33%
800 - OTHER OBJECTS	$326,154.75	$222,252.30	$222,252.30	$1,591.00	$102,311.45	31.37%
900 - OTHER FINANCING USES	$552,243.75	$913,822.00	$913,822.00	$0.00	($361,578.25)	-65.47%
10 - GENERAL FUND Total:	$14,360,327.32	$11,566,602.94	$10,654,539.18	$2,263,803.46	$1,441,984.68	10.04%
Grand Total:	$14,360,327.32	$11,566,602.94	$10,654,539.18	$2,263,803.46	$1,441,984.68	10.04%

End of Report

General Ledger - FUND 10 MAJOR FUNCTION MAJOR OBJECT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:6/30/2020

FUND / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
10 - GENERAL FUND						
1000 - INSTRUCTION						
100 - PERSONAL SERVICES - SALARIES	$4,445,777.54	$3,603,484.41	$3,603,484.41	$733,359.62	$108,933.51	2.45%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$3,226,450.84	$2,633,023.38	$2,633,023.38	$622,232.80	($28,805.34)	-0.89%
300 - PURCH PROFESS/TECH SERVICES	$413,150.00	$237,955.30	$237,955.30	$200.00	$174,994.70	42.36%
400 - PURCHASED PROPERTY SERVICES	$43,000.00	$35,807.78	$35,807.78	$1,193.46	$5,998.76	13.95%
500 - OTHER PURCHASED SERVICES	$541,790.80	$332,963.93	$332,963.93	$525.00	$208,301.87	38.45%
600 - SUPPLIES	$303,273.01	$215,701.16	$215,701.16	$24,186.83	$63,385.02	20.90%
700 - PROPERTY	$53,000.01	$94,075.47	$94,075.47	$95,332.28	($136,407.74)	-257.37%
800 - OTHER OBJECTS	$22,171.00	$10,285.30	$10,285.30	$1,591.00	$10,294.70	46.43%
1000 - INSTRUCTION Total:	$9,048,613.20	$7,163,296.73	$7,163,296.73	$1,478,620.99	$406,695.48	4.49%
2000 - SUPPORTING SERVICES						
100 - PERSONAL SERVICES - SALARIES	$1,502,129.85	$1,353,640.71	$1,353,640.71	$102,212.57	$46,276.57	3.08%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$1,055,545.99	$952,183.91	$952,183.91	$67,211.70	$36,150.38	3.42%
300 - PURCH PROFESS/TECH SERVICES	$100,360.95	$74,657.80	$74,657.80	$0.00	$25,703.15	25.61%
400 - PURCHASED PROPERTY SERVICES	$94,253.00	$65,326.62	$65,326.62	$1,599.68	$27,326.70	28.99%
500 - OTHER PURCHASED SERVICES	$906,523.99	$869,298.84	$869,298.84	$209.81	$37,015.34	4.08%
600 - SUPPLIES	$385,986.49	$294,313.43	$294,313.43	$24,553.95	$67,119.11	17.39%
700 - PROPERTY	$12,000.00	$12,000.00	$12,000.00	$0.00	$0.00	0.00%
800 - OTHER OBJECTS	$29,130.00	$67,368.50	$67,368.50	$130.00	($38,368.50)	-131.71%
2000 - SUPPORTING SERVICES Total:	$4,085,930.27	$3,688,789.81	$3,688,789.81	$195,917.71	$201,222.75	4.92%
3000 - OPERAT NONINSTRUCTNL SERVICES						
100 - PERSONAL SERVICES - SALARIES	$171,695.56	$160,579.96	$160,579.96	$0.00	$11,115.60	6.47%
200 - PERSONAL SERV-EMPLOYE BENEFTS	$44,266.81	$60,289.33	$60,289.33	$0.00	($16,022.52)	-36.20%
300 - PURCH PROFESS/TECH SERVICES	$68,169.00	$42,109.69	$42,109.69	$755.00	$25,304.31	37.12%
400 - PURCHASED PROPERTY SERVICES	$9,510.00	$3,568.60	$3,568.60	$0.00	$5,941.40	62.48%
500 - OTHER PURCHASED SERVICES	$27,650.00	$20,159.56	$20,159.56	$0.00	$7,490.44	27.09%
600 - SUPPLIES	$34,950.00	$29,030.21	$29,030.21	$1,535.21	$4,384.58	12.55%
700 - PROPERTY	$10,050.00	$2,088.70	$2,088.70	$675.20	$7,286.10	72.50%
800 - OTHER OBJECTS	$6,785.00	$4,261.00	$4,261.00	$0.00	$2,524.00	37.20%
3000 - OPERAT NONINSTRUCTNL SERVICES Total:	$373,076.37	$322,087.05	$322,087.05	$2,965.41	$48,023.91	12.87%
4000 - FACILTES ACQUIST/CONSTRUC SER						
700 - PROPERTY	$32,000.00	$0.00	$0.00	$0.00	$32,000.00	100.00%
4000 - FACILTES ACQUIST/CONSTRUC SER Total:	$32,000.00	$0.00	$0.00	$0.00	$32,000.00	100.00%
5000 - FINANCING USES						
800 - OTHER OBJECTS	$268,068.75	$150,337.50	$150,337.50	$0.00	$117,731.25	43.92%
900 - OTHER FINANCING USES	$552,243.75	$913,822.00	$913,822.00	$0.00	($361,578.25)	-65.47%

General Ledger - FUND 10 MAJOR FUNCTION MAJOR OBJECT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:6/30/2020

FUND / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
5000 - FINANCING USES Total:	$820,312.50	$1,064,159.50	$1,064,159.50	$0.00	($243,847.00)	-29.73%
6000 - REVENUE FROM LOCAL SOURCES						
000 - NON-CATEGORICAL	($4,238,836.00)	($4,223,825.31)	($4,223,825.31)	$0.00	($15,010.69)	0.35%
6000 - REVENUE FROM LOCAL SOURCES Total:	($4,238,836.00)	($4,223,825.31)	($4,223,825.31)	$0.00	($15,010.69)	0.35%
7000 - REVENUE FROM STATE SOURCES						
000 - NON-CATEGORICAL	($9,343,029.11)	($7,381,319.09)	($7,381,319.09)	$0.00	($1,961,710.02)	21.00%
7000 - REVENUE FROM STATE SOURCES Total:	($9,343,029.11)	($7,381,319.09)	($7,381,319.09)	$0.00	($1,961,710.02)	21.00%
8000 - REVENUE FROM FEDERAL SOURCES						
000 - NON-CATEGORICAL	($344,851.00)	($233,779.04)	($233,779.04)	$0.00	($111,071.96)	32.21%
8000 - REVENUE FROM FEDERAL SOURCES Total:	($344,851.00)	($233,779.04)	($233,779.04)	$0.00	($111,071.96)	32.21%
10 - GENERAL FUND Total:	$433,216.23	$399,409.65	$399,409.65	$1,677,504.11	($1,643,697.53)	-379.42%
Grand Total:	$433,216.23	$399,409.65	$399,409.65	$1,677,504.11	($1,643,697.53)	-379.42%

End of Report

General Ledger - FUND 31 - CAPITAL RESERVE BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:6/30/2020

SUBJECT / FUNCTION / OBJECT	Range To Date	Year To Date
00 - NON CLASS SUBJT		
0107 - PLGIT - CAPITAL RESERVE		
000 - NON-CATEGORICAL	$321,986.27	$1,771,905.98
0111 - ACTIVITY FUND CD		
000 - NON-CATEGORICAL	$0.10	$0.10
0402 - INTERFUND ACCOUNTS PAYABLE		
000 - NON-CATEGORICAL	($598,000.00)	($598,000.00)
0770 - UNRESERVED FUND BALANCE		
000 - NON-CATEGORICAL	$0.00	($827,749.72)
0850 - UNASSIGNED FUND BALANCE		
000 - NON-CATEGORICAL	$0.00	($622,169.99)
4200 - SITE IMPROVEMENT SERVICES		
710 - LAND AND IMPROVEMENTS	$299,080.14	$299,080.14
6510 - INT INVEST & INT-BEAR CK ACCT		
000 - NON-CATEGORICAL	($23,066.51)	($23,066.51)
00 - NON CLASS SUBJT Total:	$0.00	$0.00
Grand Total:	$0.00	$0.00

End of Report

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:5/31/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
00 - NON-INST BLD-DW						
3250 - ATHLETICS						
121 - REGULAR SALARIES	$20,000.00	$18,333.37	$18,333.37	$1,666.63	$0.00	0.00%
131 - REGULAR SALARIES	$35,385.00	$33,723.00	$33,723.00	$0.00	$1,662.00	4.70%
211 - MEDICAL INSURANCE	$0.00	$10.16	$10.16	$502.95	($513.11)	100.00%
212 - DENTAL INSURANCE	$0.00	($79.04)	($79.04)	$0.00	$79.04	100.00%
213 - LIFE INSURANCE	$0.00	$0.96	$0.96	$0.00	($0.96)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$1.18	$1.18	$0.00	($1.18)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.18)	($0.18)	$5.72	($5.54)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$4,236.98	$3,507.80	$3,507.80	$86.32	$642.86	15.17%
230 - RETIREMENT CONTRIBUTIONS	$3,588.45	$6,607.37	$6,607.37	$0.00	($3,018.92)	-84.13%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$2,753.83	$2,753.83	$0.00	($2,753.83)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$193.38	$193.38	$0.00	($193.38)	100.00%
260 - WORKMEN'S COMPENSATION	$304.66	$1,262.76	$1,262.76	$0.00	($958.10)	-314.48%
329 - PROFESSIONAL ED SERVICES-OTHER	$41,000.00	$17,333.33	$17,333.33	$0.00	$23,666.67	57.72%
432 - REPAIRS/MAINTENANCE EQUIPMENT	$0.00	$20.00	$20.00	$0.00	($20.00)	100.00%
519 - STUD TRANS SERV OTHR SOURCES	$25,000.00	$1,121.05	$1,121.05	$0.00	$23,878.95	95.52%
580 - TRAVEL/EXPENSES	$0.00	$186.20	$186.20	$0.00	($186.20)	100.00%
610 - SUPPLIES	$9,000.00	$3,718.68	$3,718.68	$0.00	$5,281.32	58.68%
00 - NON-INST BLD-DW Total:	$138,515.09	$88,693.85	$88,693.85	$2,261.62	$47,559.62	34.34%
60 - ALL SPORTS						
3250 - ATHLETICS						
580 - TRAVEL/EXPENSES	$700.00	$0.00	$0.00	$0.00	$700.00	100.00%
610 - SUPPLIES	$4,100.00	$2,992.49	$2,992.49	$0.00	$1,107.51	27.01%
810 - DUES AND FEES	$2,100.00	$895.00	$895.00	$0.00	$1,205.00	57.38%
60 - ALL SPORTS Total:	$6,900.00	$3,887.49	$3,887.49	$0.00	$3,012.51	43.66%
61 - BASEBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$190.00	$0.00	$0.00	$0.00	$190.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$14.54	$0.00	$0.00	$0.00	$14.54	100.00%
230 - RETIREMENT CONTRIBUTIONS	$65.15	$0.00	$0.00	$0.00	$65.15	100.00%
260 - WORKMEN'S COMPENSATION	$1.05	$0.00	$0.00	$0.00	$1.05	100.00%
331 - OFFICIALS	$1,810.00	$35.00	$35.00	$0.00	$1,775.00	98.07%
610 - SUPPLIES	$2,500.00	$2,982.30	$2,982.30	$2,544.91	($3,027.21)	-121.09%
761 - UNIFORMS	$2,500.00	$0.00	$0.00	$0.00	$2,500.00	100.00%
61 - BASEBALL Total:	$7,080.74	$3,017.30	$3,017.30	$2,544.91	$1,518.53	21.45%
62 - BOYS BASKETBALL						

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:5/31/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$11,725.00	$8,382.40	$8,382.40	$0.00	$3,342.60	28.51%
215 - EYE CARE INSURANCE	$0.00	($0.03)	($0.03)	$0.00	$0.03	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$896.98	$631.68	$631.68	$0.00	$265.30	29.58%
230 - RETIREMENT CONTRIBUTIONS	$1,527.62	$1,606.81	$1,606.81	$0.00	($79.19)	-5.18%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$1,175.54	$1,175.54	$0.00	($1,175.54)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$82.57	$82.57	$0.00	($82.57)	100.00%
260 - WORKMEN'S COMPENSATION	$64.51	$0.00	$0.00	$0.00	$64.51	100.00%
331 - OFFICIALS	$3,805.00	$4,874.00	$4,874.00	$390.00	($1,459.00)	-38.34%
332 - SECURITY	$448.00	$647.36	$647.36	$0.00	($199.36)	-44.50%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$3,139.16	$3,139.16	$0.00	($3,139.16)	100.00%
580 - TRAVEL/EXPENSES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
610 - SUPPLIES	$1,000.00	$596.16	$596.16	$0.00	$403.84	40.38%
810 - DUES AND FEES	$100.00	$75.00	$75.00	$0.00	$25.00	25.00%
62 - BOYS BASKETBALL Total:	$19,667.11	$21,210.65	$21,210.65	$390.00	($1,933.54)	-9.83%
63 - GIRLS BASKETBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$12,655.00	$14,310.00	$14,310.00	$0.00	($1,655.00)	-13.08%
213 - LIFE INSURANCE	$0.00	$3.30	$3.30	$0.00	($3.30)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.03)	($0.03)	$0.00	$0.03	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$968.12	$1,079.14	$1,079.14	$0.00	($111.02)	-11.47%
230 - RETIREMENT CONTRIBUTIONS	$2,786.07	$3,783.91	$3,783.91	$0.00	($997.84)	-35.82%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$1,031.66	$1,031.66	$0.00	($1,031.66)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$72.45	$72.45	$0.00	($72.45)	100.00%
260 - WORKMEN'S COMPENSATION	$69.62	$0.00	$0.00	$0.00	$69.62	100.00%
331 - OFFICIALS	$3,625.00	$3,895.00	$3,895.00	$255.00	($525.00)	-14.48%
332 - SECURITY	$448.00	$374.00	$374.00	$0.00	$74.00	16.52%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$1,895.05	$1,895.05	$0.00	($1,895.05)	100.00%
580 - TRAVEL/EXPENSES	$100.00	$0.00	$0.00	$0.00	$100.00	100.00%
610 - SUPPLIES	$1,000.00	$759.14	$759.14	$195.00	$45.86	4.59%
810 - DUES AND FEES	$100.00	$100.00	$100.00	$0.00	$0.00	0.00%
63 - GIRLS BASKETBALL Total:	$21,751.81	$27,303.62	$27,303.62	$450.00	($6,001.81)	-27.59%
64 - Undesignated						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$300.00	$0.00	$0.00	$0.00	$300.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$22.95	$0.00	$0.00	$0.00	$22.95	100.00%
230 - RETIREMENT CONTRIBUTIONS	$102.87	$0.00	$0.00	$0.00	$102.87	100.00%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:5/31/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
260 - WORKMEN'S COMPENSATION	$1.65	$0.00	$0.00	$0.00	$1.65	100.00%
64 - Undesignated Total:	$427.47	$0.00	$0.00	$0.00	$427.47	100.00%
65 - FOOTBALL CHEERLEADERS						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$2,580.00	$2,630.00	$2,630.00	$0.00	($50.00)	-1.94%
212 - DENTAL INSURANCE	$0.00	$5.19	$5.19	$0.00	($5.19)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$197.38	$194.69	$194.69	$0.00	$2.69	1.36%
230 - RETIREMENT CONTRIBUTIONS	$884.69	$901.84	$901.84	$0.00	($17.15)	-1.94%
260 - WORKMEN'S COMPENSATION	$14.20	$0.00	$0.00	$0.00	$14.20	100.00%
331 - OFFICIALS	$0.00	($50.00)	($50.00)	$0.00	$50.00	100.00%
610 - SUPPLIES	$500.00	$500.00	$500.00	$0.00	$0.00	0.00%
810 - DUES AND FEES	$75.00	$75.00	$75.00	$0.00	$0.00	0.00%
65 - FOOTBALL CHEERLEADERS Total:	$4,251.27	$4,256.72	$4,256.72	$0.00	($5.45)	-0.13%
66 - WINTER CHEERLEADERS						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$2,130.00	$2,130.00	$2,130.00	$0.00	$0.00	0.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$162.95	$162.90	$162.90	$0.00	$0.05	0.03%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$682.44	$682.44	$0.00	($682.44)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$47.95	$47.95	$0.00	($47.95)	100.00%
260 - WORKMEN'S COMPENSATION	$11.72	$0.00	$0.00	$0.00	$11.72	100.00%
610 - SUPPLIES	$500.00	$348.50	$348.50	$0.00	$151.50	30.30%
810 - DUES AND FEES	$75.00	$75.00	$75.00	$0.00	$0.00	0.00%
66 - WINTER CHEERLEADERS Total:	$2,879.67	$3,446.79	$3,446.79	$0.00	($567.12)	-19.69%
67 - FOOTBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$24,675.00	$23,635.00	$23,635.00	$0.00	$1,040.00	4.21%
212 - DENTAL INSURANCE	$0.00	$4.84	$4.84	$0.00	($4.84)	100.00%
213 - LIFE INSURANCE	$0.00	$0.14	$0.14	$0.00	($0.14)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.08	$0.08	$0.00	($0.08)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.10)	($0.10)	$0.00	$0.10	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$1,887.67	$1,783.06	$1,783.06	$0.00	$104.61	5.54%
230 - RETIREMENT CONTRIBUTIONS	$5,669.86	$4,783.46	$4,783.46	$0.00	$886.40	15.63%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$2,970.88	$2,970.88	$0.00	($2,970.88)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$208.65	$208.65	$0.00	($208.65)	100.00%
260 - WORKMEN'S COMPENSATION	$135.75	$0.00	$0.00	$0.00	$135.75	100.00%
331 - OFFICIALS	$6,760.00	$6,735.00	$6,735.00	$0.00	$25.00	0.37%
332 - SECURITY	$1,260.00	$1,394.00	$1,394.00	$0.00	($134.00)	-10.63%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:5/31/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
430 - REPAIRS & MAINTENANCE SERVCS	$5,500.00	$0.00	$0.00	$0.00	$5,500.00	100.00%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$3,053.86	$3,053.86	$0.00	($3,053.86)	100.00%
580 - TRAVEL/EXPENSES	$50.00	$0.00	$0.00	$0.00	$50.00	100.00%
610 - SUPPLIES	$4,200.00	$3,673.82	$3,673.82	$0.00	$526.18	12.53%
761 - UNIFORMS	$2,350.00	$2,088.70	$2,088.70	$0.00	$261.30	11.12%
810 - DUES AND FEES	$550.00	$550.00	$550.00	$0.00	$0.00	0.00%
67 - FOOTBALL Total:	$53,038.28	$50,881.39	$50,881.39	$0.00	$2,156.89	4.07%
68 - BOYS SOCCER						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$7,650.00	$5,145.00	$5,145.00	$0.00	$2,505.00	32.75%
212 - DENTAL INSURANCE	$0.00	$0.40	$0.40	$0.00	($0.40)	100.00%
213 - LIFE INSURANCE	$0.00	$0.28	$0.28	$0.00	($0.28)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.35	$0.35	$0.00	($0.35)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.01)	($0.01)	$0.00	$0.01	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$585.24	$559.87	$559.87	$0.00	$25.37	4.33%
230 - RETIREMENT CONTRIBUTIONS	$2,132.84	$2,065.97	$2,065.97	$0.00	$66.87	3.14%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$458.20	$458.20	$0.00	($458.20)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$32.20	$32.20	$0.00	($32.20)	100.00%
260 - WORKMEN'S COMPENSATION	$42.09	$0.00	$0.00	$0.00	$42.09	100.00%
331 - OFFICIALS	$735.00	$1,090.00	$1,090.00	$0.00	($355.00)	-48.30%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$1,233.71	$1,233.71	$0.00	($1,233.71)	100.00%
610 - SUPPLIES	$800.00	$456.31	$456.31	$0.00	$343.69	42.96%
68 - BOYS SOCCER Total:	$11,945.17	$11,042.28	$11,042.28	$0.00	$902.89	7.56%
69 - GIRLS SOCCER						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$4,230.00	$4,265.00	$4,265.00	$0.00	($35.00)	-0.83%
212 - DENTAL INSURANCE	$0.00	$1.27	$1.27	$0.00	($1.27)	100.00%
213 - LIFE INSURANCE	$0.00	$0.25	$0.25	$0.00	($0.25)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$0.31	$0.31	$0.00	($0.31)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.01)	($0.01)	$0.00	$0.01	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$323.60	$312.99	$312.99	$0.00	$10.61	3.28%
230 - RETIREMENT CONTRIBUTIONS	$102.87	$1,426.50	$1,426.50	$0.00	($1,323.63)	-1286.70%
260 - WORKMEN'S COMPENSATION	$23.27	$0.00	$0.00	$0.00	$23.27	100.00%
331 - OFFICIALS	$875.00	$1,670.00	$1,670.00	$0.00	($795.00)	-90.86%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$984.94	$984.94	$0.00	($984.94)	100.00%
610 - SUPPLIES	$600.00	$2,486.86	$2,486.86	$0.00	($1,886.86)	-314.48%
761 - UNIFORMS	$2,800.00	$0.00	$0.00	$0.00	$2,800.00	100.00%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:5/31/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
69 - GIRLS SOCCER Total:	$8,954.74	$11,148.11	$11,148.11	$0.00	($2,193.37)	-24.49%
70 - SOFTBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$190.00	$0.00	$0.00	$0.00	$190.00	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$14.54	$0.00	$0.00	$0.00	$14.54	100.00%
230 - RETIREMENT CONTRIBUTIONS	$65.15	$0.00	$0.00	$0.00	$65.15	100.00%
260 - WORKMEN'S COMPENSATION	$1.05	$0.00	$0.00	$0.00	$1.05	100.00%
331 - OFFICIALS	$2,030.00	$0.00	$0.00	$0.00	$2,030.00	100.00%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$44.40	$44.40	$0.00	($44.40)	100.00%
610 - SUPPLIES	$2,500.00	$3,107.90	$3,107.90	$0.00	($607.90)	-24.32%
761 - UNIFORMS	$400.00	$0.00	$0.00	$0.00	$400.00	100.00%
70 - SOFTBALL Total:	$5,200.74	$3,152.30	$3,152.30	$0.00	$2,048.44	39.39%
71 - TRACK						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$3,700.00	$1,250.00	$1,250.00	$0.00	$2,450.00	66.22%
213 - LIFE INSURANCE	$0.00	$1.53	$1.53	$0.00	($1.53)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$1.92	$1.92	$0.00	($1.92)	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$283.05	$91.59	$91.59	$0.00	$191.46	67.64%
230 - RETIREMENT CONTRIBUTIONS	$1,268.73	$428.65	$428.65	$0.00	$840.08	66.21%
260 - WORKMEN'S COMPENSATION	$20.35	$0.00	$0.00	$0.00	$20.35	100.00%
331 - OFFICIALS	$1,855.00	$0.00	$0.00	$0.00	$1,855.00	100.00%
610 - SUPPLIES	$3,000.00	$3,304.45	$3,304.45	$70.55	($375.00)	-12.50%
761 - UNIFORMS	$2,000.00	$0.00	$0.00	$675.20	$1,324.80	66.24%
810 - DUES AND FEES	$1,200.00	$260.00	$260.00	$0.00	$940.00	78.33%
71 - TRACK Total:	$13,327.13	$5,338.14	$5,338.14	$745.75	$7,243.24	54.35%
72 - VOLLEYBALL						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$7,313.00	$7,159.00	$7,159.00	$0.00	$154.00	2.11%
212 - DENTAL INSURANCE	$0.00	$3.24	$3.24	$0.00	($3.24)	100.00%
213 - LIFE INSURANCE	$0.00	$1.71	$1.71	$0.00	($1.71)	100.00%
214 - INCOME PROTECTION INSURANCE	$0.00	$1.74	$1.74	$0.00	($1.74)	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.13)	($0.13)	$0.00	$0.13	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$559.45	$541.51	$541.51	$0.00	$17.94	3.21%
230 - RETIREMENT CONTRIBUTIONS	$1,304.05	$802.04	$802.04	$0.00	$502.01	38.50%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$1,544.30	$1,544.30	$0.00	($1,544.30)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$108.50	$108.50	$0.00	($108.50)	100.00%
260 - WORKMEN'S COMPENSATION	$40.23	$0.00	$0.00	$0.00	$40.23	100.00%

General Ledger - FUND 10 ATHLETIC 3250 FUNCTION

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:5/31/2020

BUILDING / FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
331 - OFFICIALS	$2,230.00	$2,490.00	$2,490.00	$0.00	($260.00)	-11.66%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$1,746.85	$1,746.85	$0.00	($1,746.85)	100.00%
610 - SUPPLIES	$500.00	$552.54	$552.54	$0.00	($52.54)	-10.51%
810 - DUES AND FEES	$285.00	$305.00	$305.00	$0.00	($20.00)	-7.02%
72 - VOLLEYBALL Total:	$12,231.73	$15,256.30	$15,256.30	$0.00	($3,024.57)	-24.73%
73 - WRESTLING						
3250 - ATHLETICS						
135 - PERSONNEL SERVICES	$12,647.00	$12,135.00	$12,135.00	$0.00	$512.00	4.05%
211 - MEDICAL INSURANCE	$0.00	($0.17)	($0.17)	$0.00	$0.17	100.00%
212 - DENTAL INSURANCE	$0.00	($1.39)	($1.39)	$0.00	$1.39	100.00%
215 - EYE CARE INSURANCE	$0.00	($0.02)	($0.02)	$0.00	$0.02	100.00%
220 - SOCIAL SECURITY CONTRIBUTIONS	$967.51	$924.44	$924.44	$0.00	$43.07	4.45%
230 - RETIREMENT CONTRIBUTIONS	$1,662.03	$1,486.50	$1,486.50	$0.00	$175.53	10.56%
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$2,499.13	$2,499.13	$0.00	($2,499.13)	100.00%
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$175.49	$175.49	$0.00	($175.49)	100.00%
260 - WORKMEN'S COMPENSATION	$69.57	$0.00	$0.00	$0.00	$69.57	100.00%
331 - OFFICIALS	$840.00	$1,282.00	$1,282.00	$110.00	($552.00)	-65.71%
332 - SECURITY	$448.00	$340.00	$340.00	$0.00	$108.00	24.11%
519 - STUD TRANS SERV OTHR SOURCES	$0.00	$2,425.45	$2,425.45	$0.00	($2,425.45)	100.00%
580 - TRAVEL/EXPENSES	$1,700.00	$1,405.41	$1,405.41	$0.00	$294.59	17.33%
610 - SUPPLIES	$500.00	$478.89	$478.89	$0.00	$21.11	4.22%
810 - DUES AND FEES	$2,300.00	$1,926.00	$1,926.00	$0.00	$374.00	16.26%
73 - WRESTLING Total:	$21,134.11	$25,076.73	$25,076.73	$110.00	($4,052.62)	-19.18%
Grand Total:	$327,305.06	$273,711.67	$273,711.67	$6,502.28	$47,091.11	14.39%

End of Report

Student Activities Summary Report

Fiscal Year: 2019-2020

From: 7/1/2019 To: 6/30/2020

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
000 NON-CLASS BYJOB	133,355.78	53.38	(133,355.78)	53.38	.00	53.38
000 NON-CLASS BYJOB	133,355.78	53.38	(133,355.78)	53.38	.00	53.38
105 FOOTBALL CHEERLEADERS	.00	.00	1,058.27	1,058.27	(460.00)	598.27
106 WINTER CHEERLEADERS	.00	.00	603.09	603.09	.00	603.09
107 POP MACHINE	.00	.00	7,630.60	7,630.60	.00	7,630.60
141 CLASS OF 2016	.00	.00	.00	.00	.00	.00
142 CLASS OF 2017	.00	.00	.00	.00	.00	.00
144 CLASS OF 2018	.00	.00	.00	.00	.00	.00
145 CLASS OF 2019	.00	.00	.00	.00	.00	.00
146 CLASS OF 2020	.00	.00	1,245.02	1,245.02	.00	1,245.02
147 CLASS OF 2021	.00	.00	1,340.01	1,340.01	.00	1,340.01
148 CLASS OF 2022	.00	.00	454.98	454.98	.00	454.98
149 CLASS OF 2023	.00	.00	2,423.89	2,423.89	.00	2,423.89
150 CLASS OF 2024	.00	.00	7,140.20	7,140.20	.00	7,140.20
151 CLASS OF 2025	.00	.00	1,685.11	1,685.11	.00	1,685.11
152 CLASS OF 2026	.00	.00	1,224.70	1,224.70	.00	1,224.70
199 STUDENT BODY	268.06	.00	9,886.21	10,154.27	.00	10,154.27
199 STUDENT BODY	268.06	.00	9,886.21	10,154.27	.00	10,154.27
200 PROFESSNL-EDUC	.00	.00	.00	.00	.00	.00
201 BAND	.00	.00	1,128.23	1,128.23	(79.60)	1,048.63
210 CHORUS	.00	.00	8,638.51	8,638.51	(44.55)	8,593.96
211 MEISTERSINGERS	.00	.00	.00	.00	.00	.00
213 PANTHER SHOW CHOIR	.00	.00	1,488.37	1,488.37	.00	1,488.37

Student Activities Summary Report

Fiscal Year: 2019-2020

From: 7/1/2019 To: 6/30/2020

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
214 PB & J	.00	.00	.00	.00	.00	.00
220 CONSERVATION	.00	.00	.00	.00	.00	.00
230 FBLA	.00	.00	6,933.13	6,933.13	(3,054.00)	3,879.13
240 FFA	.00	.00	4,936.05	4,936.05	(300.00)	4,636.05
241 FFA DICK RICE GRADUATION AWARD	.00	.00	1,550.00	1,550.00	.00	1,550.00
250 FCCLA	.00	.00	1,043.85	1,043.85	.00	1,043.85
260 HORT CLUB	.00	.00	6,625.01	6,625.01	(2,311.74)	4,313.27
270 NAT'L HONOR SOC	.00	.00	581.54	581.54	.00	581.54
275 SHOOTING CLUB	.00	.00	3.73	3.73	.00	3.73
278 NBC AUTO CLUB	.00	.00	2,581.51	2,581.51	.00	2,581.51
279 ANGELS AMONG US	.00	.00	3,446.87	3,446.87	.00	3,446.87
280 REHASUER SCHOLARSHIP	.00	.00	4,615.54	4,615.54	.00	4,615.54
295 SADD	.00	.00	1,344.74	1,344.74	.00	1,344.74
300 SKI CLUB	.00	.00	1,039.19	1,039.19	.00	1,039.19
310 STUDENT COUNCIL	.00	.00	4.52	4.52	.00	4.52
320 TSA CLUB	.00	.00	253.72	253.72	.00	253.72
330 VARSITY CLUB	.00	.00	673.16	673.16	.00	673.16
340 YEARBOOK CLUB	.00	.00	24,841.66	24,841.66	.00	24,841.66
342 PANTHER PARADISE	.00	.00	7,238.22	7,238.22	.00	7,238.22
345 NBC DANCE-A-THON	.00	.00	13,129.51	13,129.51	(1,405.00)	11,724.51
346 ARCHERY CLUB	.00	.00	1,502.97	1,502.97	.00	1,502.97
347 SPANISH CLUB	.00	.00	273.66	273.66	.00	273.66
348 INTERACT CLUB	.00	.00	.00	.00	.00	.00

Student Activities Summary Report

Fiscal Year: 2019-2020

From: 7/1/2019 To: 6/30/2020

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
350 MS ANNUAL CLUB	.00	.00	9,674.20	9,674.20	.00	9,674.20
360 BOX TOPS FOR EDUCATION	.00	.00	1,210.58	1,210.58	.00	1,210.58
361 HS STUDENT PRIDE	.00	.00	2,162.43	2,162.43	(70.00)	2,092.43
362 MS STUDENT PRIDE	.00	.00	2,426.64	2,426.64	.00	2,426.64
400 ODYSSEY OF THE MIND	.00	.00	.00	.00	.00	.00
410 STUDENT TEACHER	.00	.00	250.00	250.00	.00	250.00
GRAND TOTALS	267,247.68	106.76	(112,535.73)	154,818.71	(7,724.89)	147,093.82

End of Report

General Ledger - FUND 51 - FOOD SERVICE - BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:6/30/2020

FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance
0102 - FOOD SERVICE CASH					
000 - NON-CATEGORICAL	$0.00	($8,113.04)	$17,702.74	$0.00	($17,702.74)
0402 - INTERFUND ACCOUNTS PAYABLE					
000 - NON-CATEGORICAL	$0.00	($99,398.54)	($143,174.34)	$0.00	$143,174.34
0462 - PAYROLL DEDUCT. & WITHHOLDINGS					
213 - LIFE INSURANCE	$0.00	$5,190.00	$5,190.00	$0.00	($5,190.00)
215 - EYE CARE INSURANCE	$0.00	$4,039.18	$4,039.18	$0.00	($4,039.18)
0740 - UNRESERVED RETAINED EARNING					
000 - NON-CATEGORICAL	$0.00	$0.00	($8,978.16)	$0.00	$8,978.16
0850 - UNASSIGNED FUND BALANCE					
000 - NON-CATEGORICAL	$0.00	$0.00	$26,938.18	$0.00	($26,938.18)
3100 - FOOD SERVICES					
150 - OFFICE/CLERICAL	$0.00	$24,583.60	$24,583.60	$0.00	($24,583.60)
190 - INSTRUCTIONAL ASST	$0.00	$212,164.92	$212,164.92	$1,867.25	($214,032.17)
211 - MEDICAL INSURANCE	$0.00	$50,307.54	$50,307.54	$0.00	($50,307.54)
212 - DENTAL INSURANCE	$0.00	($120.00)	($120.00)	$0.00	$120.00
213 - LIFE INSURANCE	$0.00	$418.74	$418.74	$0.00	($418.74)
214 - INCOME PROTECTION INSURANCE	$0.00	$318.05	$318.05	$0.00	($318.05)
215 - EYE CARE INSURANCE	$0.00	($19.64)	($19.64)	$0.00	$19.64
220 - SOCIAL SECURITY CONTRIBUTIONS	$0.00	$17,737.82	$17,737.82	$142.85	($17,880.67)
230 - RETIREMENT CONTRIBUTIONS	$0.00	$79,224.43	$79,224.43	$640.28	($79,864.71)
231 - ER PSERS DEFINED BENEFIT PLANS (DB)	$0.00	$1,942.52	$1,942.52	$0.00	($1,942.52)
232 - ER PSERS DEFINED CONTRIBUTION PLAN (DC)	$0.00	$6.90	$6.90	$0.00	($6.90)
260 - WORKMEN'S COMPENSATION	$0.00	$27.72	$27.72	$0.00	($27.72)
291 - RETIREMENT PAYMENTS	$0.00	$9,000.00	$9,000.00	$0.00	($9,000.00)
430 - REPAIRS & MAINTENANCE SERVCS	$0.00	$3,667.72	$3,667.72	$0.00	($3,667.72)
610 - SUPPLIES	$0.00	$10,090.46	$10,090.46	$2,223.15	($12,313.61)
630 - FOOD	$0.00	$1,314.43	$1,314.43	$0.00	($1,314.43)
631 - FOOD	$0.00	$110,894.21	$110,894.21	$0.00	($110,894.21)
632 - MILK	$0.00	$47,667.00	$47,667.00	$0.00	($47,667.00)
634 - SNACKS	$0.00	$6,169.63	$6,169.63	$0.00	($6,169.63)
650 - TECHNOLOGY SUPPLIES/FEES/SOFTWARE	$0.00	$784.98	$784.98	$0.00	($784.98)
890 - MISCELLANEOUS EXPENDITURES	$0.00	$1,987.19	$1,987.19	$0.00	($1,987.19)
3310 - SUMMER RECREATION					
890 - MISCELLANEOUS EXPENDITURES	$0.00	$1,278.06	$1,278.06	$0.00	($1,278.06)
6510 - INT INVEST & INT-BEAR CK ACCT					
000 - NON-CATEGORICAL	$0.00	($13.25)	($13.25)	$0.00	$13.25

General Ledger - FUND 51 - FOOD SERVICE - BOARD REPORT

Fiscal Year: 2019-2020 From Date:7/1/2019 To Date:6/30/2020

FUNCTION / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance
6611 - DAILY SALES-SCHL LUNCH PROGM					
000 - NON-CATEGORICAL	$0.00	($142,577.37)	($142,577.37)	$0.00	$142,577.37
6614 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($17,031.10)	($17,031.10)	$0.00	$17,031.10
6621 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($12,469.25)	($12,469.25)	$0.00	$12,469.25
6630 - SPECIAL FUNCTIONS					
000 - NON-CATEGORICAL	$0.00	($4,849.34)	($4,849.34)	$0.00	$4,849.34
6990 - MISCELLANEOUS REVENUE					
000 - NON-CATEGORICAL	$0.00	$1,199.67	$1,199.67	$0.00	($1,199.67)
7610 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($5,209.80)	($5,209.80)	$0.00	$5,209.80
7611 - NOT USED					
000 - NON-CATEGORICAL	$0.00	($13,911.48)	($13,911.48)	$0.00	$13,911.48
8530 - CHILD NUTRITION PROGRAM					
000 - NON-CATEGORICAL	$0.00	($86,480.94)	($86,480.94)	$0.00	$86,480.94
8531 - SUBSDY MILK,LUNCH,BRKFAST PRO					
000 - NON-CATEGORICAL	$0.00	($199,821.02)	($199,821.02)	$0.00	$199,821.02
Grand Total:	$0.00	$0.00	$0.00	$4,873.53	($4,873.53)

End of Report