

MEMORANDUM

TO: BOARD OF SCHOOL DIRECTORS

FROM: STACY M. GOBER, BOARD SECRETARY

SUBJECT: REGULAR MONTHLY MEETING

The Regular Monthly Meeting of the Board of School Directors of the Bethlehem Area School District will be held on *Monday, April 20, 2015, at 7:00 p.m. in the Auditorium of East Hills Middle School, 2005 Chester Avenue, Bethlehem, PA 18020.* The agenda is attached.

SMG:bac
Attachments
pc: Dr. Roy

.BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

MISSION STATEMENT

The Bethlehem Area School District, in partnership with the home and community, is committed to providing a safe and supportive environment in which each student will attain the knowledge, skills, and attitudes necessary to become a productive citizen and lifelong learner in our technologically demanding and culturally diverse society.

A G E N D A
REGULAR BOARD MEETING – April 20, 2015

1. Roll Call
2. Pledge of Allegiance
3. Silent Meditation
4. Recognition
5. Courtesy of the Floor to Visitors (30 minutes allowed)
6. Reports of Student Representatives
7. Approval of Minutes
March 23, 2015 – Regular Board Meeting
March 25, 2015 – Budget Workshop
8. Approval of Committee Minutes
March 16, 2015 – Board Finance Committee Meeting
9. Financial Report/Payment of Bills
Budgetary Transfers – Page 40
Treasurer's Report – Page 41
Monthly Bills – Page 42
Budget Information – Page 43
10. President's Communication/Special Meetings
11. Superintendent's Report/Federal Program Update
12. Unfinished Business
13. Recommendations of the Administration
14. Report of Committees
15. New and Miscellaneous Business
16. Courtesy of the Floor to Visitors (30 minutes allowed)
17. Open Forum
18. Adjournment

TABLE OF CONTENTS
April 20, 2015
Recommendations of the Administration

<u>Facilities Items</u>	<u>Page</u>
1. Bid Award – General Contract – Nitschmann Middle School Construction Project	1
2. Bid Award – Electrical Contract – Nitschmann Middle School Construction Project	2
3. Bid Award – Plumbing Contract – Nitschmann Middle School Construction Project	3
4. Bid Award – HVAC Contract – Nitschmann Middle School Construction Project	4
5. Bid Award – Environmental Abatement Contract – Nitschmann Middle School Construction Project	5
6. Construction Waste Management Contract – Nitschmann Middle School Construction Project	6
7. Alternative and Clean Energy Grant Administration – Nitschmann Middle School Project	7
8. PlanCon F Attachment C – Post Bid-Opening Certification – Nitschmann Middle School Project	8
9. PlanCon Part G – Project Accounting Based Bids – Nitschmann Middle School Construction Project	9
10. Authorization to Prepare Specifications and Solicit Bids – Various Summer Projects	10
11. Authorization to Prepare Specifications and Solicit Bids – Synthetic Turf Field and All-Weather Track – Freedom High School	11
 <u>Curriculum Items</u>	
12. Student Discipline	12
13. Staff Conference	13
14. Field Trip	14
15. Contract with Dellicker Strategies for Hybrid Learning Consulting Services	15
16. BASD Partnership with the Bureau of Special Education to Improve Graduation Rates of Students with Disabilities	16
17. Teacher and Artist Partnership Grant	17
18. Textbook Approval, Chemistry: Matter and Change, McGraw and Hill Publishers, 2013	18
 <u>Finance Items</u>	
19. 2015 Bond Issue Parameters Resolution	19
20. 2015-2016 Mileage Reimbursement	20
21. Nursing Services Contract	21
22. Paper Bid Award	22
23. PA Trust Life Insurance Program	23
24. Life Insurance Policy Exchange	24
25. Real Estate Tax Assessment Appeal Appraisals	25
26. Real Estate Tax Assessment Appeal Settlements	26

Human Resources Items

27. School Board Policy 103 – Nondiscrimination in School and Classroom Practices	27
28. School Board Policy 104 – Nondiscrimination in Employment/Contract Practices	28
29. School Board Policy 248 – Unlawful Harassment, Pupils	29
30. School Board Policy 348 – Unlawful Harassment, Administrative Employees	30
31. School Board Policy 448 – Unlawful Harassment, Professional Employees	31
32. School Board Policy 548 – Unlawful Harassment, Support Employees	32
33. Act 80	33
34. Resignations	34
35. Leaves of Absence	35-36
36. Nominations	36-37
37. Reassignment	38-39

1. ***Bid Award – General Contract – Nitschmann Middle School Construction Project***

INFORMATION:

The bids for the new Nitschmann Middle School construction project were received and publicly opened at 2:00 p.m. on March 24, 2015.

The bids have been tabulated and reviewed by the appropriate administrative and supervisory personnel. The recommendation of award is based upon the lowest responsible bidder meeting specifications.

This information was reviewed with the Board at the April 6, 2015, Board Facilities Committee Meeting.

RECOMMENDATION:

That the Board of School Directors authorizes the administration to award a contract for General Construction to the lowest responsible bidder meeting specifications subject to proper execution of contract documents and performance bond as required in the bid specifications.

General Construction
New Nitschmann Middle School

Penn Builders, Inc.
2275 Old Bethlehem Pike
Quakertown, PA 18951

\$34,061,200

2. ***Bid Award – Electrical Contract – Nitschmann Middle School Construction Project***

INFORMATION:

The bids for the new Nitschmann Middle School construction project were received and publicly opened at 2:00 p.m. on March 24, 2015.

The bids have been tabulated and reviewed by the appropriate administrative and supervisory personnel. The recommendation of award is based upon the lowest responsible bidder meeting specifications.

This information was reviewed with the Board at the April 6, 2015, Board Facilities Committee Meeting.

RECOMMENDATION:

That the Board of School Directors authorizes the administration to award a contract for Electrical Construction to the lowest responsible bidder meeting specifications subject to proper execution of contract documents and performance bond as required in the bid specifications.

Electrical Construction
New Nitschmann Middle School

Wind Gap Electric, Inc.
125 W. Seventh Street
Wind Gap, PA 18091

\$4,851,300

3. *Bid Award – Plumbing Contract – Nitschmann Middle School Construction Project*

INFORMATION:

The bids for the new Nitschmann Middle School construction project were received and publicly opened at 2:00 p.m. on March 24, 2015.

The bids have been tabulated and reviewed by the appropriate administrative and supervisory personnel. The recommendation of award is based upon the lowest responsible bidder meeting specifications.

This information was reviewed with the Board at the April 6, 2015, Board Facilities Committee Meeting.

RECOMMENDATION:

That the Board of School Directors authorizes the administration to award a contract for Plumbing Construction to the lowest responsible bidder meeting specifications subject to proper execution of contract documents and performance bond as required in the bid specifications.

Plumbing Construction
New Nitschmann Middle School

Jay R. Reynolds, Inc.
One Brooks Avenue
PO Box 326
Willow Street, PA 17584

\$1,865,300

4. ***Bid Award – HVAC Contract – Nitschmann Middle School Construction Project***

INFORMATION:

The bids for the new Nitschmann Middle School construction project were received and publicly opened at 2:00 p.m. on March 24, 2015.

The bids have been tabulated and reviewed by the appropriate administrative and supervisory personnel. The recommendation of award is based upon the lowest responsible bidder meeting specifications.

This information was reviewed with the Board at the April 6, 2015, Board Facilities Committee Meeting.

RECOMMENDATION:

That the Board of School Directors authorizes the administration to award a contract for Mechanical (HVAC) Construction to the lowest responsible bidder meeting specifications subject to proper execution of contract documents and performance bond as required in the bid specifications.

Mechanical Construction
New Nitschmann Middle School

Myco Mechanical, Inc.*
1 N. Washington Street
Telford, PA 18969

\$5,179,000

*MBR Construction Services, Inc., the lowest bidder, withdrew their bid on March 26, 2015, due to a mathematical error made when compiling their final bid proposal. Myco Mechanical, Inc. is the second lowest bidder.

Account Code and Name: Bond Fund – Construction Services
Account Balance: General Obligation Bond Series 2015 and 2016

5. *Bid Award – Environmental Abatement Contract – Nitschmann Middle School Construction Project*

INFORMATION:

The bids for the new Nitschmann Middle School construction project were received and publicly opened at 2:00 p.m. on March 24, 2015.

The bids have been tabulated and reviewed by the appropriate administrative and supervisory personnel. The recommendation of award is based upon the lowest responsible bidder meeting specifications.

This information was reviewed with the Board at the April 6, 2015, Board Facilities Committee Meeting.

RECOMMENDATION:

That the Board of School Directors authorizes the administration to award a contract for Environmental Abatement to the lowest responsible bidder meeting specifications subject to proper execution of contract documents and performance bond as required in the bid specifications.

Environmental Abatement
New Nitschmann Middle School

Sargent Enterprises, Inc.
732 Center Street
PO Box 193
Jim Thorpe, PA 18229

\$376,850

6. *Construction Waste Management Contract – Nitschmann Middle School Construction Project*

INFORMATION:

The proposals for Construction Waste Management for the new Nitschmann Middle School construction project were received at 2:00 p.m. on March 24, 2015.

The proposals have been tabulated and reviewed by the appropriate administrative and supervisory personnel. The recommendation of award is based upon the lowest responsible proposer meeting requirements stated in the Request for Proposal.

This information was reviewed with the Board at the April 6, 2015, Board Facilities Committee Meeting.

RECOMMENDATION:

That the Board of School Directors authorizes the administration to engage the services of Chrin Hauling, 400 S. Greenwood Avenue, Easton, PA 18042, to perform Construction Waste Management services for the new Nitschmann Middle School based the proper execution of contract documents as required in the Request for Proposal at a cost not to exceed \$90,000.

7. *Alternative and Clean Energy Grant Administration – Nitschmann Middle School Construction Project*

INFORMATION:

On August 12, 2013, D'Huy Engineering, Inc. was authorized to submit an application for the Alternative and Clean Energy (ACE) Grant for the new Nitschmann Middle School. The ACE Grant in the amount of \$2 million was subsequently awarded to the Bethlehem Area School District. To comply with the grant requirements certain procedures and administration of the grant must be followed.

This information was reviewed with the Board at the April 6, 2015, Board Facilities Committee Meeting.

RECOMMENDATION:

That the Board of School Directors authorizes D'Huy Engineering, Inc. to assist with the administration and procedures required to follow the ACE Grant procedures through the construction phase for a fee not to exceed \$20,000.

8. *PlanCon F Attachment C – Post Bid-Opening Certification – Nitschmann Middle School Construction Project*

INFORMATION:

To continue the PlanCon process, the Board of School Directors must certify submittals to the Pennsylvania Department of Education by Board action. In an effort to keep the PlanCon process for the New Nitschmann Middle School running smoothly, the Board of School Directors must submit the attached transmittal of PlanCon, labeled Part F, Attachment C, Post-Bid Opening Notification.

This information was reviewed with the Board at the April 6, 2015, Board Facilities Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves the transmittal of PlanCon, labeled Part F, Attachment C, Post-Bid Opening Notification, for the New Nitschmann Middle School.

District/CTC Name: Bethlehem Area School District PDE Project No.: 3787

Project Building Name: Nilachmann Middle School

Bid Opening Date (M/D/YYYY): 3/24/2015 Bid Award Date: (M/D/YYYY): 4/20/2015

Expected Date Construction Contracts Will Be Executed by the school district (M/D/YYYY): 5/1/2015

Yes.

_____ Insurance by Owner (OCIP Project) X Insurance by Contractor (Non-OCIP Project)

Very well, within +/- 1.0% with value added alternates.

Addendum No. 4 Issued on March 20, 2015

GC - 1A, 2, 4, 5, 6, 7, 8, 9, 10A, 10B, 10C, 10D, 11, 11A
EC - 1, 2, 3, 4, 5A, 6, 8, 9B, 11

No.

No.

No.

No.

Board Action Date: 4/20/2015

Date Signed: _____

9. *PlanCon Part G – Project Accounting Based on Bids – Nitschmann Middle School Construction Project*

INFORMATION:

To continue the PlanCon process, the Board of School Directors must certify submittals to the Pennsylvania Department of Education by Board action. In an effort to keep the PlanCon process for the New Nitschmann Middle School running smoothly, the Board of School Directors must submit PlanCon, Part G, Project Accounting Based on Bids.

This information was reviewed with the Board at the April 6, 2015, Board Facilities Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves the transmittal of PlanCon, Part G, Project Accounting Based on Bids, for the New Nitschmann Middle School.

**PART G: PROJECT ACCOUNTING BASED ON BIDS
BOARD TRANSMITTAL**

DISTRICT/CTC: Bethlehem Area School District COUNTY: Lehigh
PRJT BLDG NAME: Nitschmann Middle School PROJECT #: 3787

ALL PRJTS PAGE 2

<u>X</u>	<u>G02-G03</u>	Project Accounting Based on Bids
<u>X</u>	<u>Add't Costs</u>	Additional Project Costs
<u>X</u>	<u>G04(a)-G04(b)</u>	Detailed Costs
<u>X</u>	<u>G05-G07</u>	Total Contract Awards
<u>X</u>	<u>G08</u>	Prime Contractor Certification
<u>N/A</u>	<u>G09</u>	20% Rule for Alteration Costs for Non-Vocational Projects
<u>X</u>	<u>G10</u>	Project Financing
<u>X</u>	<u>G11</u>	Act 34 of 1973: Substantial Addition Determination
<u>X</u>		Justification for Contract Award to Other than Low Bidder
<u>X</u>		Bid Tabulations with Bid Opening Date Thereon
<u>N/A</u>		Letter from insurance provider for owner controlled insurance program or letter(s) from contractor's insurance provider(s) if insurance provided by contractor(s) using the quote method

*** FOR SITE ACQUISITION AND BUILDING PURCHASE ONLY ***

<u>N/A</u>	Property Deed or Declaration of Taking with Attachments
<u>N/A</u>	Settlement Statement or Application for Payment of Estimated Just Compensation
<u>N/A</u>	Clear Title Certification
<u>N/A</u>	Bill for Independent Appraisal #1
<u>N/A</u>	Bill for Independent Appraisal #2

***FOR NEW BUILDINGS OR SUBSTANTIAL ADDITIONS ONLY ***

<u>X</u>	<u>G12</u>	Act 34 of 1973: Maximum Building Construction Cost
<u>X</u>	<u>G13</u>	Act 34 of 1973: Requirement for Second Public Hearing
<u>X</u>	<u>G14-G15</u>	Act 34 of 1973: School Building Capacity
<u>X</u>	<u>G16</u>	Act 34 of 1973: Aggregate Building Expenditure Standard
<u>N/A</u>		Act 34 of 1973: Second Hearing Notice and Proof of Publication
<u>N/A</u>		Act 34 of 1973: Second Hearing Minutes or Transcript
<u>N/A</u>		Act 34 of 1973: Referendum Notice and Proof of Publication
		Proof of Publication
<u>N/A</u>		Act 34 of 1973: Official Referendum Question
<u>N/A</u>		Act 34 of 1973: Official Referendum Results

The architectural firm for this project is: Breslin Ridyard Fadero

The architect to be contacted if there are any questions about Part G is:

<u>Robin Walker Breslin, AIA</u>	<u>610-437-9626</u>	<u>610-437-4769</u>
Architect's Name and Position	Phone Number	Fax Number

The architect's e-mail address is: robinbreslin@breslinarchitects.com

The architectural firm's address is: 1226 Union Boulevard, Allentown, PA 18109

The school administrator to be contacted if there are any questions about Part G is:

<u>M. Arif Fazil, District Engineer</u>	<u>610-865-3000</u>	<u>610-861-0181</u>
District/CTC Administrator's Name and Position	Phone Number	Fax Number

The SD/CTC administrator's e-mail address is: maf@dhuy.com

This certifies that the attached materials were approved for submission to the Pennsylvania Department of Education by board action.

BOARD ACTION DATE: _____

VOTING: AYE _____ NAY _____ ABSTENTIONS _____ ABSENT _____

_____	<u>Stacy M. Gober</u>
Signature, Board Secretary	Board Secretary's Name, Printed or Typed
<u>Bethlehem Area School District, 1516 Sycamore Street, Bethlehem, PA 18017</u>	
District/CTC Address	Date

PROJECT ACCOUNTING BASED ON BIDS (1 of 2)

District/CTC: Bethlehem Area School District		Project Name: Nitschmann Middle School	Project #: 3787
ROUND FIGURES TO NEAREST DOLLAR			
PROJECT COSTS	NEW	EXISTING	TOTAL
A. STRUCTURE COSTS (include site development)			
1. General (Report costs for sanitary sewage disposal on Line E-1.)	31,461,200		31,461,200
2. Heating and Ventilating	5,179,000		5,179,000
3. Plumbing (Report costs for sanitary sewage disposal on Line E-1.)	1,865,300		1,865,300
4. Electrical	4,851,300		4,851,300
5. Asbestos Abatement (G04, line C-3) (Include AHERA clearance air monitoring)	X X X X X		
6. Building Purchase Amount	X X X X X		
7. Other * (Exclude test borings and site survey) (Use PlanCon-G-Add't Costs page if necessary.)			
a. _____			
b. _____			
c. _____			
d. _____			
e. PlanCon-G-Add't Costs, Total			
A-1 to A-7 - Subtotal	43,356,800		43,356,800
8. Construction Insurance			
a. Owner Controlled Insurance Program on Structure Costs (Exclude asbestos abatement, building purchase and other structure costs not covered by the program)			
b. Builder's Risk Insurance (if not included in primes)	99,500		99,500
c. Construction Insurance - Total	99,500		99,500
9. TOTAL-Structure Costs (A-1 to A-7-Subtotal plus A-8-c)	43,456,300		43,456,300
B. ARCHITECT'S FEE (exclude fee for demoliton of entire existing bldg)			
1. Architect's/Engineer's Fee on Structure	2,355,313		2,355,313
2. EPA-Certified Project Designer's Fee on Asbestos Abatement	X X X X X X X X X X		
3. TOTAL - Architect's Fee	2,355,313		2,355,313
C. MOVABLE FIXTURES AND EQUIPMENT			
1. Movable Fixtures and Equipment	850,000		850,000
2. Architect's Fee			
3. TOTAL - Movable Fixtures & Equipment	850,000		850,000
D. STRUCTURE COSTS, ARCHITECT'S FEE, MOVABLE FIXTURES & EQUIPMENT - TOTAL (A-9 plus B-3 plus C-3)	46,661,613		46,661,613
E. SITE COSTS			
1. Sanitary Sewage Disposal	200,000		200,000
2. Sanitary Sewage Disposal Tap-In Fee and/or Reserve Capacity Charges	1,000		1,000
3. Owner Controlled Insurance Program/Builder's Risk Insurance on Sanitary Sewage Disposal	500		500
4. Architect's/Engineer's Fee for Sanitary Sewage Disposal			
5. Site Acquisition Costs		X X X X X	
a. Gross Amount Due from Settlement Statement or Estimated Just Compensation		X X X X X X X X X X	
b. Real Estate Appraisal Fees		X X X X X	
c. Other Related Site Acquisition Costs		X X X X X	
d. Site Acquisition Costs - Total		X X X X X	
6. TOTAL - Site Costs	201,500		201,500
F. STRUCTURE COSTS, ARCHITECT'S FEE, MOVABLE FIXTURES & EQUIPMENT, AND SITE COSTS - TOTAL (D plus E-6)	46,863,113		46,863,113

* Type "No Fee" beside each item for which no design fee is charged.

**Type "E" if any costs represent estimates.

PROJECT ACCOUNTING BASED ON BIDS (2 of 2)				
District/CTC: Bethlehem Area School District		Project Name: Nitschmann Middle School		Project #: 3787
ROUND FIGURES TO NEAREST DOLLAR				
PROJECT COSTS (CONT.)				TOTAL
G. ADDITIONAL CONSTRUCTION-RELATED COSTS				
1. Project Supervision (inc. Asbestos Abatement Project Supervision)				
2. Construction Manager Fee and Related Costs				1,759,103
3. Total Demolition of Entire Existing Structures and Related Asbestos Removal to Prepare Project Site for Construction of New School Building and Related AHERA Clearance Air Monitoring and EPA-Certified Project Designer's Fee on Asbestos Abatement (<u>Include</u> costs for architect's/engineer's fee and OCIP; exclude costs for partial demolition.)				2,853,220
4. Architectural Printing				20,000
5. Test Borings				61,800
6. Site Surveys				28,140
7. Other (Attach PlanCon-G-Add't Costs page if needed.)				
a. _____				
b. PlanCon-G-Add't Costs, Total				1,009,636
8. Contingency				1,100,000
9. TOTAL - Additional Construction-Related Costs				6,831,899
H. FINANCING COSTS FOR THIS PROJECT ONLY (EXCLUDE ACCRUED INTEREST)	BOND ISSUE/NOTE SERIES OF 2015	BOND ISSUE/NOTE SERIES OF 2016	BOND ISSUE/NOTE SERIES OF Cash	X X X X X X X X X X X X
1. Underwriter Fees	240,000	184,000		404,000
2. Legal Fees	45,000	45,000		90,000
3. Financial Advisor	35,000	35,000		70,000
4. Bond Insurance	118,687	76,684		195,371
5. Paying Agent/Trustee Fees and Expenses	1,500	1,500		3,000
6. Capitalized Interest	700,000	300,000		1,000,000
7. Printing	9,500	9,500		19,000
8. CUSIP & Rating Fees	20,000	20,000		40,000
9. Other				
a. Phone, Fed-Ex, Copying	5,400	5,400		10,800
b. _____				
10. TOTAL-Financing Costs	1,175,087	657,084		1,832,171
I. TOTAL PROJECT COSTS (F plus G-9 plus H-10)				55,527,183
REVENUE SOURCES (EXCLUDE ACCRUED INTEREST)	BOND ISSUE/NOTE SERIES OF 2015	BOND ISSUE/NOTE SERIES OF 2016	BOND ISSUE/NOTE SERIES OF Cash	TOTAL
J. AMOUNT FINANCED FOR THIS PROJECT ONLY	30,000,000	20,500,000	3,047,683	53,547,683
K. ORIGINAL ISSUE DISCOUNT/ PREMIUM FOR THIS PROJECT ONLY	-45,000	-26,000		-71,000
L. INTEREST EARNINGS FOR THIS PROJECT ONLY	30,000	20,500		50,500
M. BUILDING INSURANCE RECEIVED				
N. PROCEEDS FROM SALE OF BUILDING OR LAND				
O. LOCAL FUNDS - CASH (SEE INSTRUCTIONS)				
P. OTHER FUNDS (PROVIDE DESCRIPTION ON SEPARATE SHEET) (ACE Grant)				2,000,000
Q. TOTAL REVENUE SOURCES				55,527,183

[illegible][illegible]

1 - Type "No Fee" beside each item listed above for which no design fee is charged.

G03 - G. ADDITIONAL CONSTRUCTION-RELATED COSTS	TOTAL
Waste Management	90,000
Off Site Traffic Design	30,000
Grant Administration & Application	30,000
Legal	20,000
Approvals & Permits	200,000
Power, Phone, Gas, Data, Water Fees	259,116
LEED Commisioning	120,000
Construction Testing	150,000
TAB	60,520
LEED Submission Fees	50,000
TOTAL - ADDITIONAL CONSTRUCTION-RELATED COSTS	1,009,636

DETAILED COSTS (1 of 2)			
District/CTC:	Project Name:	Project #:	
Bethlehem Area School District	Nitschmann Middle School	3787	
	NEW	EXISTING	TOTAL
A. SITE DEVELOPMENT COSTS (Exclude Sanitary Sewage Disposal)			
1. General (Include Rough Grading to Receive Building)	6,500,000		6,500,000
2. Heating and Ventilating			
3. Plumbing			
4. Electrical	600,000		600,000
5. Other: _____			
6. Other: _____			
7. A-1 thru A-6 - Subtotal	7,100,000		7,100,000
8. Construction Insurance			
a. Owner Controlled Insurance Program on Site Development Costs			
b. Builder's Risk Insurance (if not included in primes)	15,000		15,000
c. Construction Insurance - Total	15,000		15,000
9. Site Development Costs - Total	7,115,000		7,115,000
B. ARCHITECT'S FEE ON SITE DEVELOPMENT	400,000		400,000
			EXISTING
C. ASBESTOS ABATEMENT			
1. Asbestos Abatement			
2. AHERA Clearance Air Monitoring			
3. Asbestos Abatement - Total			
D. EPA-CERTIFIED PROJECT DESIGNER'S FEE ON ASBESTOS ABATEMENT			
E. ROOF REPLACEMENT/REPAIR			
1. Roof Replacement Repair			
2. Owner Controlled Insurance Program on Roof Replacement/Repair			
3. Builder's Risk Insurance (if not included in primes)			
4. Roof Replacement/Repair - Total			
F. ARCHITECT'S FEE ON ROOF REPLACEMENT/REPAIR			

DETAILED COSTS (2 of 2)

District/CTC: Bethlehem Area School District	Project Name: Nitschmann Middle School	Project #: 3787	
COMPLETE THE SECTION BELOW ONLY IF COSTS REPORTED ON PAGE G02 FOR THE TECHNOLOGY CONTRACT(S) REPRESENT ESTIMATES			
	NEW	EXISTING	TOTAL
G. ESTIMATED TECHNOLOGY CONTRACT(S)			
H. ESTIMATED ARCHITECT'S/ENGINEER'S FEE ON ESTIMATED TECHNOLOGY CONTRACT(S) (Complete only if A/E fee on Page G02, line B-1 includes estimated A/E fee on the Estimated Technology Contract(s). Complete this line only if line G is completed.)			

**COMPLETE THE SECTION BELOW ONLY IF SPECIAL SESSION ACT 1 OF 2006
(PROPERTY TAX RELIEF) APPLIES**

STRUCTURE COSTS (exclude site development)	TOTAL
I. NATATORIUM	
J. DISTRICT ADMINISTRATION OFFICE	
K. DAY CARE / PRE-SCHOOL (non-academic)	
L. NON-DISTRICT USE (health clinic, public library, etc.)	
M. OWNER'S CONTROLLED INSURANCE PROGRAM ON THESE STRUCTURE COSTS	
N. BUILDER'S RISK INSURANCE ON THESE STRUCTURE COSTS (if not included in primes)	
O. ARCHITECT'S FEE ON THESE STRUCTURE COSTS	

TOTAL CONTRACT AWARDS

District/CTC:	Project Name:	Project #:
Bethlehem Area School District	Nitschmann Middle School	3787

1. GENERAL CONTRACT

Date of Bid Opening (MM/DD/YY): 3/24/2015

Contractor's Name: Penn Builders, Inc. Base Bid \$ 31,940,000

Accepted Alternates - Add or (Deduct):

(Attach additional information if necessary.)

<u>Alt. #</u>	<u>Description of Alternate</u>	
# <u>1A</u> :	<u>Install Revolution synthetic turf field</u>	\$ <u>660,000</u>
# <u>2</u> :	<u>Provide lockers by Penco Products, Inc.</u>	\$ <u>31,000</u>
# <u>4</u> :	<u>Substitute q.t. in kitchen areas to receive resinous flooring</u>	\$ <u>8,000</u>
# <u>5</u> :	<u>Subst. SBS-Modified asphalt roofing 30 yr. warranty by Garlan</u>	\$ <u>550,000</u>
# <u>6</u> :	<u>Provide overhead coiling security grilles</u>	\$ <u>39,000</u>
# <u>7</u> :	<u>Provide add'l. manually operated projection screens</u>	\$ <u>5,500</u>
# <u>8</u> :	<u>Substitute sod in lieu of seeded lawn</u>	\$ <u>12,200</u>
# <u>9</u> :	<u>Have all rock removal excavations included as unclassified</u>	\$ <u>200,000</u>
# <u>10A</u> :	<u>Substitute epoxy terrazzo on ground floor in lieu of VCT</u>	\$ <u>210,000</u>
# <u>10B</u> :	<u>Substitute epoxy terrazzo on first floor in lieu of VCT</u>	\$ <u>235,000</u>
# <u>10C</u> :	<u>Substitute epoxy terrazzo on second floor in lieu of VCT</u>	\$ <u>69,000</u>
# <u>10D</u> :	<u>Substitute epoxy terrazzo on third floor in lieu of VCT</u>	\$ <u>70,000</u>
# <u>11</u> :	<u>Provide plastic laminate casework and counters in Alt. 11</u>	\$ <u>19,000</u>
# <u>11A</u> :	<u>Provide plastic laminate casework and counters in Alt. 11A</u>	\$ <u>12,500</u>

Based Bid plus Accepted Alternates - Subtotal: \$ 34,061,200

Contractor's Insurance (Complete only if insurance is not bid, but is provided by the contractor using the quote method.) \$ _____

Total Contract Award: \$ 34,061,200

2. HEATING AND VENTILATING CONTRACT

Date of Bid Opening (MM/DD/YY): 3/24/2015

Contractor's Name: Myco Mechanical, Inc. Base Bid \$ 5,329,000

Accepted Alternates - Add or (Deduct):

(Attach additional information if necessary.)

<u>Alt. #</u>	<u>Description of Alternate</u>	
# <u>3</u> :	<u>Sub. Annexair Energy Recovery Units in lieu of SemCo units</u>	\$ <u>-150,000</u>
# _____ :	_____	\$ _____
# _____ :	_____	\$ _____
# _____ :	_____	\$ _____

Based Bid plus Accepted Alternates - Subtotal: \$ 5,179,000

Contractor's Insurance (Complete only if insurance is not bid, but is provided by the contractor using the quote method.) \$ _____

Total Contract Award: \$ 5,179,000

TOTAL CONTRACT AWARDS																																	
District/CTC: Bethlehem Area School District	Project Name: Nilschmann Middle School	Project #: 3787																															
3. PLUMBING CONTRACT Date of Bid Opening (MM/DD/YY): <u>3/24/2015</u> Contractor's Name: <u>Jay R. Reynolds, Inc.</u> Base Bid \$ <u>1,865,300</u> Accepted Alternates - Add or (Deduct): (Attach additional information if necessary.) <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 10%;">Alt. #</th> <th style="text-align: left; width: 70%;">Description of Alternate</th> <th style="width: 20%;"></th> </tr> </thead> <tbody> <tr><td># _____</td><td>_____</td><td>_____</td></tr> <tr><td># _____</td><td>_____</td><td>_____</td></tr> <tr><td># _____</td><td>_____</td><td>_____</td></tr> <tr><td># _____</td><td>_____</td><td>_____</td></tr> </tbody> </table> Based Bid plus Accepted Alternates - Subtotal: \$ <u>1,865,300</u> Contractor's Insurance (Complete only if insurance is not bid, but is provided by the contractor using the quote method.) \$ _____ Total Contract Award: \$ <u>1,865,300</u>				Alt. #	Description of Alternate		# _____	_____	_____	# _____	_____	_____	# _____	_____	_____	# _____	_____	_____															
Alt. #	Description of Alternate																																
# _____	_____	_____																															
# _____	_____	_____																															
# _____	_____	_____																															
# _____	_____	_____																															
4. ELECTRICAL CONTRACT Date of Bid Opening (MM/DD/YY): <u>3/24/2015</u> Contractor's Name: <u>Wind Gap Electric, Inc.</u> Base Bid \$ <u>4,667,700</u> Accepted Alternates - Add or (Deduct): (Attach additional information if necessary.) <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 10%;">Alt. #</th> <th style="text-align: left; width: 70%;">Description of Alternate</th> <th style="width: 20%;"></th> </tr> </thead> <tbody> <tr><td># <u>1</u> :</td><td>Include all rock removal excavations as unclassified</td><td>\$ <u>1,000</u></td></tr> <tr><td># <u>2</u> :</td><td>Delete cable tray where indicated</td><td>\$ <u>-10,000</u></td></tr> <tr><td># <u>3</u> :</td><td>Sub. CSI as Security Mgmt. Sys. in lieu of contractor's choice</td><td>\$ <u>25,000</u></td></tr> <tr><td># <u>4</u> :</td><td>Sub. Lutron as Dist. Lighting Controls manu. in lieu of contr.'s choice</td><td>\$ <u>30,000</u></td></tr> <tr><td># <u>5A</u> :</td><td>Provide rooftop solar panel system to serve 3% of electrical load</td><td>\$ <u>240,000</u></td></tr> <tr><td># <u>6</u> :</td><td>Provide overhead coiling security grilles in corridors</td><td>\$ <u>2,850</u></td></tr> <tr><td># <u>8</u> :</td><td>Sub. Square D as switchbd., panelbd., disc. switch, encl. motor contr. manu.</td><td>\$ <u>4,000</u></td></tr> <tr><td># <u>9B</u> :</td><td>Sub. High efficiency dry type transformers in lieu of TP-1</td><td>\$ <u>15,750</u></td></tr> <tr><td># <u>11</u> :</td><td>Sub. Riser metal clad cable for panel feeders in lieu of wire and conduit</td><td>\$ <u>-125,000</u></td></tr> </tbody> </table> Based Bid plus Accepted Alternates - Subtotal: \$ <u>4,851,300</u> Contractor's Insurance (Complete only if insurance is not bid, but is provided by the contractor using the quote method.) \$ _____ Total Contract Award: \$ <u>4,851,300</u>				Alt. #	Description of Alternate		# <u>1</u> :	Include all rock removal excavations as unclassified	\$ <u>1,000</u>	# <u>2</u> :	Delete cable tray where indicated	\$ <u>-10,000</u>	# <u>3</u> :	Sub. CSI as Security Mgmt. Sys. in lieu of contractor's choice	\$ <u>25,000</u>	# <u>4</u> :	Sub. Lutron as Dist. Lighting Controls manu. in lieu of contr.'s choice	\$ <u>30,000</u>	# <u>5A</u> :	Provide rooftop solar panel system to serve 3% of electrical load	\$ <u>240,000</u>	# <u>6</u> :	Provide overhead coiling security grilles in corridors	\$ <u>2,850</u>	# <u>8</u> :	Sub. Square D as switchbd., panelbd., disc. switch, encl. motor contr. manu.	\$ <u>4,000</u>	# <u>9B</u> :	Sub. High efficiency dry type transformers in lieu of TP-1	\$ <u>15,750</u>	# <u>11</u> :	Sub. Riser metal clad cable for panel feeders in lieu of wire and conduit	\$ <u>-125,000</u>
Alt. #	Description of Alternate																																
# <u>1</u> :	Include all rock removal excavations as unclassified	\$ <u>1,000</u>																															
# <u>2</u> :	Delete cable tray where indicated	\$ <u>-10,000</u>																															
# <u>3</u> :	Sub. CSI as Security Mgmt. Sys. in lieu of contractor's choice	\$ <u>25,000</u>																															
# <u>4</u> :	Sub. Lutron as Dist. Lighting Controls manu. in lieu of contr.'s choice	\$ <u>30,000</u>																															
# <u>5A</u> :	Provide rooftop solar panel system to serve 3% of electrical load	\$ <u>240,000</u>																															
# <u>6</u> :	Provide overhead coiling security grilles in corridors	\$ <u>2,850</u>																															
# <u>8</u> :	Sub. Square D as switchbd., panelbd., disc. switch, encl. motor contr. manu.	\$ <u>4,000</u>																															
# <u>9B</u> :	Sub. High efficiency dry type transformers in lieu of TP-1	\$ <u>15,750</u>																															
# <u>11</u> :	Sub. Riser metal clad cable for panel feeders in lieu of wire and conduit	\$ <u>-125,000</u>																															
5. ASBESTOS ABATEMENT Date of Bid Opening (MM/DD/YY): <u>3/24/2015</u> Contractor's Name: <u>Sargent Enterprises, Inc.</u> Base Bid \$ <u>376,850</u> Accepted Alternates - Add or (Deduct): (Attach additional information if necessary.) <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 10%;">Alt. #</th> <th style="text-align: left; width: 70%;">Description of Alternate</th> <th style="width: 20%;"></th> </tr> </thead> <tbody> <tr><td># _____ :</td><td>_____</td><td>\$ _____</td></tr> <tr><td># _____ :</td><td>_____</td><td>\$ _____</td></tr> <tr><td># _____ :</td><td>_____</td><td>\$ _____</td></tr> <tr><td># _____ :</td><td>_____</td><td>\$ _____</td></tr> </tbody> </table> Total Contract Award: \$ <u>376,850</u>				Alt. #	Description of Alternate		# _____ :	_____	\$ _____	# _____ :	_____	\$ _____	# _____ :	_____	\$ _____	# _____ :	_____	\$ _____															
Alt. #	Description of Alternate																																
# _____ :	_____	\$ _____																															
# _____ :	_____	\$ _____																															
# _____ :	_____	\$ _____																															
# _____ :	_____	\$ _____																															

TOTAL CONTRACT AWARDS

District/CTC: Bethlehem Area School District	Project Name: Nitschmann Middle School	Project #: 3787
---	---	--------------------

6. PRIME CONTRACT FOR: _____

Date of Bid Opening (MM/DD/YY): _____

Contractor's Name: _____ Base Bid \$ _____

Accepted Alternates - Add or (Deduct):

(Attach additional information if necessary.)

Alt. #

Description of Alternate

# _____ :	_____	\$ _____
# _____ :	_____	\$ _____
# _____ :	_____	\$ _____
# _____ :	_____	\$ _____

Based Bid plus Accepted Alternates - Subtotal: \$ _____

Contractor's Insurance (Complete only if insurance is not bid, but is provided by the contractor using the quote method.) \$ _____

Total Contract Award: \$ _____

7. PRIME CONTRACT FOR: _____

Date of Bid Opening (MM/DD/YY): _____

Contractor's Name: _____ Base Bid \$ _____

Accepted Alternates - Add or (Deduct):

(Attach additional information if necessary.)

Alt. #

Description of Alternate

# _____ :	_____	\$ _____
# _____ :	_____	\$ _____
# _____ :	_____	\$ _____
# _____ :	_____	\$ _____

Based Bid plus Accepted Alternates - Subtotal: \$ _____

Contractor's Insurance (Complete only if insurance is not bid, but is provided by the contractor using the quote method.) \$ _____

Total Contract Award: \$ _____

8. PRIME CONTRACT FOR: _____

Date of Bid Opening (MM/DD/YY): _____

Contractor's Name: _____ Base Bid \$ _____

Accepted Alternates - Add or (Deduct):

(Attach additional information if necessary.)

Alt. #

Description of Alternate

# _____ :	_____	\$ _____
# _____ :	_____	\$ _____
# _____ :	_____	\$ _____
# _____ :	_____	\$ _____

Based Bid plus Accepted Alternates - Subtotal: \$ _____

Contractor's Insurance (Complete only if insurance is not bid, but is provided by the contractor using the quote method.) \$ _____

Total Contract Award: \$ _____

PRIME CONTRACTOR CERTIFICATION

District/CYC: Bethlehem Area School District	Project Name: Nitschmann Middle School	PDE Project #: 3787
---	---	------------------------

***** THIS FORM MUST BE PREPARED AND SIGNED BY THE LOW BIDDER *****

***Include the cost for insurance provided by the contractor
as part of the bid or quoted subsequent to bid opening**

PRIME CONTRACT FOR: General Construction

TOTAL CONTRACT AMOUNT FOR NEW CONSTRUCTION AND ALTERATIONS

A. New Construction on Project Building (costs associated with new project building or additions to existing project building)	\$ 31,661,200
B. Alterations to Existing Project Building (costs associated with renovating existing structures, including internal or partial demolition and asbestos abatement)	\$ _____
C. Total Demolition of Entire Existing Structures and Related Asbestos Removal (Complete only if a new building is being constructed and an <u>entire</u> existing structure is being demolished)	\$ 2,400,000
Total Contract Amount (must equal total base bid plus accepted alternates)	\$ 34,061,200

DETAILED CONSTRUCTION COST BREAKDOWN OF COSTS REPORTED ABOVE

TO DETERMINE THIS PROJECT'S COMPLIANCE WITH APPLICABLE REQUIREMENTS AND ACCURATELY CALCULATE STATE REIMBURSEMENT, THE FOLLOWING CRITICAL INFORMATION MUST BE PROVIDED. ONLY REPORT IF INCLUDED IN LINES A OR B ABOVE.	NEW BUILDING / ADDITIONS / SITE FEATURES	ALTERATIONS TO EXISTING BUILDING / SITE FEATURES
Site Development (including rough grading to receive the building, excavation, grouting or shoring, sedimentation control, landscaping, paving for sidewalks, parking lots and driveways, construction of playgrounds and athletic fields, street and parking lot lighting, access or vehicular roads, utilities on site, and extension of utilities to site). Also refer to Part G Instructions for Page G04 for definition for Site Development.	6,500,000	
Sanitary Sewage Disposal (excluding tap-in fee and reserve capacity charges). Sanitary sewage disposal is defined as a new sewage system or plant, the modification or replacement of an existing system or plant, or the extension of sanitary sewer lines from five feet outside the project building to connect to a DEP-approved municipal system.	200,000	
Tap-In Fee and/or Reserve Capacity Charges for Sanitary Sewage Disposal (if included)		
Roof Replacement/Repair (include asbestos removal related to roof repair)	X X X X X	
Asbestos Abatement	X X X X X	

**ADDITIONAL STRUCTURE COST BREAKDOWNS FOR PROJECT BUILDING -
REQUIRED ONLY IF SPECIAL SESSION ACT 1 OF 2006 (PROPERTY TAX RELIEF) APPLIES;
ONLY REPORT COSTS IF INCLUDED IN LINES A OR B ABOVE.**

Natatorium		
District Administration Office		
Day Care / Pre-School (non-academic)		
Non-District Use (health clinic, public library, etc.)		

THE ABOVE INFORMATION IS BASED ON BIDS

Company Name: Penn Builders, Inc.	Address: 2275 Old Bethlehem Pike, Quakertown, PA 18951	Phone Number: 215-536.6315
Prepared By: Jon Swartley, President Name and Title, Printed or Typed	Signature: 	Date: 4/13/15

REVISED JULY 1, 2010

FORM EXPIRES 6-30-12

PLANCON-G08

PRIME CONTRACTOR CERTIFICATION

District/CTC: Bethlehem Area School District	Project Name: Nitschmann Middle School	PDE Project #: 3787
---	---	------------------------

*** THIS FORM MUST BE PREPARED AND SIGNED BY THE LOW BIDDER ***

*Include the cost for insurance provided by the contractor as part of the bid or quoted subsequent to bid opening

PRIME CONTRACT FOR: Electrical Construction

TOTAL CONTRACT AMOUNT FOR NEW CONSTRUCTION AND ALTERATIONS

A. New Construction on Project Building (costs associated with new project building or additions to existing project building)	\$ 4,851,300
B. Alterations to Existing Project Building (costs associated with renovating existing structures, including internal or partial demolition and asbestos abatement)	\$
C. Total Demolition of Entire Existing Structures and Related Asbestos Removal (Complete only if a new building is being constructed and an <u>entire</u> existing structure is being demolished)	\$
Total Contract Amount (must equal total base bid plus accepted alternates)	\$ 4,851,300

DETAILED CONSTRUCTION COST BREAKDOWN OF COSTS REPORTED ABOVE

TO DETERMINE THIS PROJECT'S COMPLIANCE WITH APPLICABLE REQUIREMENTS AND ACCURATELY CALCULATE STATE REIMBURSEMENT, THE FOLLOWING CRITICAL INFORMATION MUST BE PROVIDED. ONLY REPORT IF INCLUDED IN LINES A OR B ABOVE.

Site Development (including rough grading to receive the building, excavation, grouting or shoring, sedimentation control, landscaping, paving for sidewalks, parking lots and driveways, construction of playgrounds and athletic fields, street and parking lot lighting, access or vehicular roads, utilities on site, and extension of utilities to site). Also refer to Part G Instructions for Page G04 for definition for Site Development.

NEW
BUILDING /
ADDITIONS /
SITE FEATURES

ALTERATIONS
TO EXISTING
BUILDING /
SITE FEATURES

600,000

Sanitary Sewage Disposal (excluding tap-in fee and reserve capacity charges). Sanitary sewage disposal is defined as a new sewage system or plant, the modification or replacement of an existing system or plant, or the extension of sanitary sewer lines from five feet outside the project building to connect to a DEP-approved municipal system.

Tap-In Fee and/or Reserve Capacity Charges for Sanitary Sewage Disposal (if included)

Roof Replacement/Repair (include asbestos removal related to roof repair)

X X X X X

Asbestos Abatement

X X X X X

ADDITIONAL STRUCTURE COST BREAKDOWNS FOR PROJECT BUILDING -
REQUIRED ONLY IF SPECIAL SESSION ACT 1 OF 2006 (PROPERTY TAX RELIEF) APPLIES;
ONLY REPORT COSTS IF INCLUDED IN LINES A OR B ABOVE.

Natatorium

District Administration Office

Day Care / Pre-School (non-academic)

Non-District Use (health clinic, public library, etc.)

THE ABOVE INFORMATION IS BASED ON BIDS

Company Name:
Wind Gap Electric, Inc.

Address:
125 West Seventh St., Wind Gap, PA 18091

Phone Number:
610/863-7688

Prepared By:
LeRoy Albanese, President
Name and Title, Printed or Typed

Signature:


Date:
4/13/15

PRIME CONTRACTOR CERTIFICATION

District/CTC: Bethlehem Area School District	Project Name: Nitschmann Middle School	PDE Project #: 3787
---	---	------------------------

*** THIS FORM MUST BE PREPARED AND SIGNED BY THE LOW BIDDER ***

*Include the cost for insurance provided by the contractor
as part of the bid or quoted subsequent to bid opening

PRIME CONTRACT FOR: HVAC Construction

TOTAL CONTRACT AMOUNT FOR NEW CONSTRUCTION AND ALTERATIONS

A. New Construction on Project Building (costs associated with new project building or additions to existing project building)	\$ 5,178,000
B. Alterations to Existing Project Building (costs associated with renovating existing structures, including internal or partial demolition and asbestos abatement)	\$
C. Total Demolition of Entire Existing Structures and Related Asbestos Removal (Complete only if a new building is being constructed and an entire existing structure is being demolished)	\$
Total Contract Amount (must equal total base bid plus accepted alternates)	\$ 5,178,000

DETAILED CONSTRUCTION COST BREAKDOWN OF COSTS REPORTED ABOVE

TO DETERMINE THIS PROJECT'S COMPLIANCE WITH APPLICABLE REQUIREMENTS AND ACCURATELY CALCULATE STATE REIMBURSEMENT, THE FOLLOWING CRITICAL INFORMATION MUST BE PROVIDED. ONLY REPORT IF INCLUDED IN LINES A OR B ABOVE.	NEW BUILDING / ADDITIONS / SITE FEATURES	ALTERATIONS TO EXISTING BUILDING / SITE FEATURES
Site Development (including rough grading to receive the building, excavation, grouting or shoring, sedimentation control, landscaping, paving for sidewalks, parking lots and driveways, construction of playgrounds and athletic fields, street and parking lot lighting, access or vehicular roads, utilities on site, and extension of utilities to site). Also refer to Part G Instructions for Page G04 for definition for Site Development.		
Sanitary Sewage Disposal (excluding tap-in fee and reserve capacity charges). Sanitary sewage disposal is defined as a new sewage system or plant, the modification or replacement of an existing system or plant, or the extension of sanitary sewer lines from five feet outside the project building to connect to a DEP-approved municipal system.		
Tap-In Fee and/or Reserve Capacity Charges for Sanitary Sewage Disposal (if included)		
Roof Replacement/Repair (include asbestos removal related to roof repair)	X X X X X	
Asbestos Abatement	X X X X X	

ADDITIONAL STRUCTURE COST BREAKDOWNS FOR PROJECT BUILDING -
REQUIRED ONLY IF SPECIAL SESSION ACT 1 OF 2006 (PROPERTY TAX RELIEF) APPLIES;
ONLY REPORT COSTS IF INCLUDED IN LINES A OR B ABOVE.

Natatorium		
District Administration Office		
Day Care / Pre-School (non-academic)		
Non-District Use (health clinic, public library, etc.)		

THE ABOVE INFORMATION IS BASED ON BIDS

Company Name: Myco Mechanical, Inc.	Address: 1 North Washington St., Telford, PA 18969	Phone Number: 267-382-0267
Prepared By: Brian Myers, President Name and Title, Printed or Typed	Signature: 	Date: 4/8/15

PRIME CONTRACTOR CERTIFICATION

District/CTC: Bethlehem Area School District	Project Name: Nitschmann Middle School	PDE Project #: 3787
---	---	------------------------

*** THIS FORM MUST BE PREPARED AND SIGNED BY THE LOW BIDDER ***

*Include the cost for insurance provided by the contractor
as part of the bid or quoted subsequent to bid opening

PRIME CONTRACT FOR: Plumbing Construction

TOTAL CONTRACT AMOUNT FOR NEW CONSTRUCTION AND ALTERATIONS

A. New Construction on Project Building (costs associated with new project building or additions to existing project building)	\$ 1,865,300
B. Alterations to Existing Project Building (costs associated with renovating existing structures, including internal or partial demolition and asbestos abatement)	\$
C. Total Demolition of Entire Existing Structures and Related Asbestos Removal (Complete only if a new building is being constructed <u>and</u> an <u>entire</u> existing structure is being demolished)	\$
Total Contract Amount (must equal total base bid plus accepted alternates)	\$ 1,865,300

DETAILED CONSTRUCTION COST BREAKDOWN OF COSTS REPORTED ABOVE

TO DETERMINE THIS PROJECT'S COMPLIANCE WITH APPLICABLE REQUIREMENTS AND ACCURATELY CALCULATE STATE REIMBURSEMENT, THE FOLLOWING CRITICAL INFORMATION MUST BE PROVIDED. ONLY REPORT IF INCLUDED IN LINES A OR B ABOVE.	NEW BUILDING / ADDITIONS / SITE FEATURES	ALTERATIONS TO EXISTING BUILDING / SITE FEATURES
---	---	---

Site Development (including rough grading to receive the building, excavation, grouting or shoring, sedimentation control, landscaping, paving for sidewalks, parking lots and driveways, construction of playgrounds and athletic fields, street and parking lot lighting, access or vehicular roads, utilities on site, and extension of utilities to site). Also refer to Part G Instructions for Page G04 for definition for Site Development.

Sanitary Sewage Disposal (excluding tap-in fee and reserve capacity charges). Sanitary sewage disposal is defined as a new sewage system or plant, the modification or replacement of an existing system or plant, or the extension of sanitary sewer lines from five feet outside the project building to connect to a DEP-approved municipal system.

Tap-In Fee and/or Reserve Capacity Charges for Sanitary Sewage Disposal (if included)

Roof Replacement/Repair (include asbestos removal related to roof repair)

Asbestos Abatement

X X X X X

X X X X X

ADDITIONAL STRUCTURE COST BREAKDOWNS FOR PROJECT BUILDING -
REQUIRED ONLY IF SPECIAL SESSION ACT 1 OF 2006 (PROPERTY TAX RELIEF) APPLIES;
ONLY REPORT COSTS IF INCLUDED IN LINES A OR B ABOVE.

Natatorium

District Administration Office

Day Care / Pre-School (non-academic)

Non-District Use (health clinic, public library, etc.)

THE ABOVE INFORMATION IS BASED ON BIDS

Company Name:

Jay R. Reynolds, Inc.

Address:

1 Brooks Ave., PO Box 326, Willow Street, PA 17584

Phone Number:

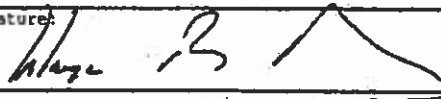
717-464-2755

Prepared By:

Wayne R. Reynolds, Vice President

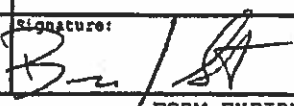
Name and Title, Printed or Typed

Signature:



Date:

04/09/15

PRIME CONTRACTOR CERTIFICATION		
District/CTC: Bethlehem Area School District	Project Name: Nitschmann Middle School	PDE Project #: 3787
*** THIS FORM MUST BE PREPARED AND SIGNED BY THE LOW BIDDER ***		
*Include the cost for insurance provided by the contractor as part of the bid or quoted subsequent to bid opening		
PRIME CONTRACT FOR: <u>Asbestos Abatement</u>		
TOTAL CONTRACT AMOUNT FOR NEW CONSTRUCTION AND ALTERATIONS		
A. New Construction on Project Building (costs associated with new project building or additions to existing project building)	\$	
B. Alterations to Existing Project Building (costs associated with renovating existing structures, including internal or partial demolition and asbestos abatement)	\$	
C. Total Demolition of Entire Existing Structures and Related Asbestos Removal (Complete only if a new building is being constructed <u>and</u> an <u>entire</u> existing structure is being demolished)	\$	376,850
Total Contract Amount (must equal total base bid plus accepted alternates)	\$	376,850
DETAILED CONSTRUCTION COST BREAKDOWN OF COSTS REPORTED ABOVE		
TO DETERMINE THIS PROJECT'S COMPLIANCE WITH APPLICABLE REQUIREMENTS AND ACCURATELY CALCULATE STATE REIMBURSEMENT, THE FOLLOWING CRITICAL INFORMATION MUST BE PROVIDED. ONLY REPORT IF INCLUDED IN LINES A OR B ABOVE.	NEW BUILDING / ADDITIONS / SITE FEATURES	ALTERATIONS TO EXISTING BUILDING / SITE FEATURES
Site Development (including rough grading to receive the building, excavation, grouting or shoring, sedimentation control, landscaping, paving for sidewalks, parking lots and driveways, construction of playgrounds and athletic fields, street and parking lot lighting, access or vehicular roads, utilities on site, and extension of utilities to site). Also refer to Part G Instructions for Page G04 for definition for Site Development.		
Sanitary Sewage Disposal (excluding tap-in fee and reserve capacity charges). Sanitary sewage disposal is defined as a new sewage system or plant, the modification or replacement of an existing system or plant, or the extension of sanitary sewer lines from five feet outside the project building to connect to a DEP-approved municipal system.		
Tap-In Fee and/or Reserve Capacity Charges for Sanitary Sewage Disposal (if included)		
Roof Replacement/Repair (include asbestos removal related to roof repair)	X X X X X	
Asbestos Abatement	X X X X X	
ADDITIONAL <u>STRUCTURE</u> COST BREAKDOWNS FOR PROJECT BUILDING - REQUIRED ONLY IF SPECIAL SESSION ACT 1 OF 2006 (PROPERTY TAX RELIEF) APPLIES; ONLY REPORT COSTS IF INCLUDED IN LINES A OR B ABOVE.		
Natatorium		
District Administration Office		
Day Care / Pre-School (non-academic)		
Non-District Use (health clinic, public library, etc.)		
THE ABOVE INFORMATION IS BASED ON BIDS		
Company Name: Sargent Enterprises, Inc.	Address: 732 Center Street, Jim Thorpe, PA 18229	Phone Number: 570 3258000
Prepared By: Brian J. Sargent, President Name and Title, Printed or Typed	Signature: 	Date: 4/8/15

PROJECT FINANCING		
District/CTC: Bethlehem Area School District	Project Name: Nitschmann Middle School	PDE Project #: 3787
PDE USE ONLY		
AUN: _____	Building Type: _____	
Project Grades: _____	Type Work: _____	
TO BE INPUT BY SD/CTC		
Total Project Costs - Bid (G03, line I)		\$ 55,527,183
Architectural Area for the Total Building		180,000 sq. ft.
Actual Bid Opening Date (M/D/YY):		3/24/2015
Actual Bid Award Date (M/D/YY):		4/20/2015
Expected Date General Construction Contract to be Executed (M/D/YY):		5/1/2015
Expected Project Completion Date (M/YY):		8/1/18
Act 34 of 1973 Applies to this Project:		Yes <u>X</u> No _____
PERMANENT FINANCING ONLY		
LEASE #: PDE USE ONLY	Financing Method #1 G.O. Bonds Year Issued: 2015 Total Issue/Note: \$ 30,000,000 Orig Issue Discount/Premium: \$ (45,000) Other PlanCon Projects Financed By This Issue/Note: _____ FY 2010-2011 Annual Rental or Debt Service: \$ _____ FY 2011-2012 Annual Rental or Debt Service: \$ _____ FY 2012-2013 Annual Rental or Debt Service: \$ _____ FY 2013-2014 Annual Rental or Debt Service: \$ _____ FY 2014-2015 Annual Rental or Debt Service: \$ _____ FY 2015-2016 Annual Rental or Debt Service: \$ 1,017,510 FY 2016-2017 Annual Rental or Debt Service: \$ 1,356,680	
LEASE #: PDE USE ONLY	Financing Method #2 G.O. Bonds Year Issued: 2016 Total Issue/Note: \$ 20,500,000 Orig Issue Discount/Premium: \$ (26,000) Other PlanCon Projects Financed By This Issue/Note: _____ FY 2010-2011 Annual Rental or Debt Service: \$ _____ FY 2011-2012 Annual Rental or Debt Service: \$ _____ FY 2012-2013 Annual Rental or Debt Service: \$ _____ FY 2013-2014 Annual Rental or Debt Service: \$ _____ FY 2014-2015 Annual Rental or Debt Service: \$ _____ FY 2015-2016 Annual Rental or Debt Service: \$ _____ FY 2016-2017 Annual Rental or Debt Service: \$ 458,872	
LEASE #: PDE USE ONLY	Financing Method #3: _____ Year Issued: _____ Total Issue/Note: \$ _____ Orig Issue Discount/Premium: \$ _____ Other PlanCon Projects Financed By This Issue/Note: _____ FY 2010-2011 Annual Rental or Debt Service: \$ _____ FY 2011-2012 Annual Rental or Debt Service: \$ _____ FY 2012-2013 Annual Rental or Debt Service: \$ _____ FY 2013-2014 Annual Rental or Debt Service: \$ _____ FY 2014-2015 Annual Rental or Debt Service: \$ _____ FY 2015-2016 Annual Rental or Debt Service: \$ _____ FY 2016-2017 Annual Rental or Debt Service: \$ _____	

ACT 34 OF 1973: SUBSTANTIAL ADDITION DETERMINATION

District/CTC: Bethlehem Area School District	Project Name: Nitschmann Middle School	Project #: 3787
---	---	--------------------

Act 34 of 1973 applies to all new school buildings, district administration offices and substantial building additions. A building addition is considered substantial when its planned architectural area divided by the existing structure's architectural area is greater than 20%. If your project includes an addition, use the following calculations to determine the applicability of Act 34.

A. Architectural Area - Addition 179,745 sq. ft.
Part F Approval Letter

B. Architectural Area - Existing Structure 179,745 sq. ft.
Part F Approval Letter

C. Act 34 Percentage 100.00 %
(A divided by B times 100) (ROUND TO 2 DEC PL)

**ACT 34 HEARING
REQUIRED**

Act 34 of 1973 requires a public hearing and the distribution of specific project information for school construction projects involving the construction of a new building or a substantial addition to an existing structure. If Act 34 hearing requirements apply to this project, the following pages should be completed and submitted to the Pennsylvania Department of Education.

FIRST HEARING (if applicable)

Date Advertised 8/13/2014
Date Hearing Conducted 9/22/2014

ACT 34 OF 1973
FOR NEW BUILDINGS OR SUBSTANTIAL ADDITIONS ONLY

**ACT 34 OF 1973: MAXIMUM BUILDING CONSTRUCTION COST
FOR NEW BUILDING OR SUBSTANTIAL ADDITION ONLY**

District/CTC: Bethlehem Area School Distr	Project Name: Nitschmann Middle School	Project #: 3787
--	---	--------------------

Act 34 applies only to costs for new construction. The legal requirements do not address the costs for alterations to existing structures. For this reason, costs associated with the existing structure and other related costs should not be included in the following calculations.

A. STRUCTURE COST, ARCHITECT'S FEE, MOVABLE FIXTURES AND EQUIPMENT (G02, line D-NEW)	\$	<u>46,661,613</u>
B. EXCLUDABLE COSTS FOR NEW CONSTRUCTION		
1. Site Development Costs (G04, line A-9-NEW)	\$	<u>7,115,000</u>
2. Architect's Fees on the above excludable costs (G04, line B-NEW)	\$	<u>400,000</u>
3. Vocational Projects Only - Movable Fixtures & Equipment (G02, line C-3-NEW)	\$	<u> </u>
4. Total Excludable Costs (B-1 plus B-2 and B-3)	\$	<u>7,515,000</u>
C. ACT 34 MAXIMUM BUILDING CONSTRUCTION COST (A minus B-4)	\$	<u>39,146,613</u>

IF THE ACT 34 MAXIMUM BUILDING CONSTRUCTION COST (line C) EXCEEDS THE
AGGREGATE BUILDING EXPENDITURE STANDARD (G16, line E) THIS PROJECT REQUIRES
A REFERENDUM.

REFERENDUM (if applicable)

Date Advertised

Date Held

ACT 34 OF 1973: REQUIREMENT FOR SECOND PUBLIC HEARING

District/CTC:	Project Name:	Project #:
Bethlehem Area School District	Nitschmann Middle School	3787

Act 34 Maximum Building Construction Cost

A. Part D Based on Estimates (D20, line C)	\$ <u>38,936,813</u>
B. Part D Based on Estimates times 1.08	\$ <u>42,051,758</u>
C. Part G Based on Bids (G12, line C)	\$ <u>39,146,613</u>
D. Difference (C minus B)	\$ <u>-2,905,145</u>

IF THE MAXIMUM BUILDING CONSTRUCTION COST BASED ON BIDS (LINE C) IS EQUAL TO OR GREATER THAN THE MAXIMUM BUILDING CONSTRUCTION COST BASED ON ESTIMATES PLUS EIGHT PERCENT (LINE B), A SECOND PUBLIC HEARING IS REQUIRED BEFORE ENTERING INTO CONTRACTS AND STARTING CONSTRUCTION ON THE PLANNED WORK.

IF THE MAXIMUM BUILDING CONSTRUCTION COST BASED ON BIDS (LINE C) IS LESS THAN THE MAXIMUM BUILDING CONSTRUCTION COST BASED ON ESTIMATES PLUS EIGHT PERCENT (LINE B), THEN THE DISTRICT/AVTS MUST MONITOR THIS DURING CONSTRUCTION. A SECOND ACT 34 HEARING MUST BE HELD BEFORE THE ISSUANCE OF ANY CHANGE ORDER OR SUPPLEMENTAL CONTRACT THAT WOULD RESULT IN THE MAXIMUM BUILDING CONSTRUCTION COST EXCEEDING LINE B.

CHANGE ORDERS AND SUPPLEMENTAL CONTRACTS TOTALING LESS THAN LINE D MAY BE ISSUED WITHOUT A SECOND ACT 34 HEARING BEING REQUIRED.

SECOND HEARING (if applicable)

Date Advertised _____

Date Hearing Conducted _____

ACT 34 OF 1973: SCHOOL BUILDING CAPACITY (1 of 2)

District/CTC: Bethlehem Area School District	Project Name: Nitschmann Middle School	Project #: 3787
---	---	--------------------

ACT 34 CAPACITY FRACTION

A. SCHEDULED AREA FOR THE NEW BUILDING OR ADDITION (Part F Approval Letter)	USE AREAS	
	FROM →	107,529 sq.ft.
B. SCHEDULED AREA FOR THE TOTAL BUILDING (Part F Approval Letter)	APPROVED PART F →	107,529 sq.ft.
C. ACT 34 CAPACITY FRACTION (line A divided by line B)		1.0000 (ROUND TO 4 DEC PL)

*** BASED ON SCHEDULED AREA FOR TOTAL BUILDING ***

ELEMENTARY BUILDING

	550-659 SQ FT			660-769 SQ FT			770-849 SQ FT			850+ SQ FT			TOTAL
	ACT 34 CAP	NO. OF ROOMS	TOTAL	ACT 34 CAP	NO. OF ROOMS	TOTAL	ACT 34 CAP	NO. OF ROOMS	TOTAL	ACT 34 CAP	NO. OF ROOMS	TOTAL	BLDG TOTAL
KINDERGARTEN	XXX	XXX	XXX	32			34			35			
REGULAR CLASSROOM	XXX	XXX	XXX	32			34			35			
SMALL GROUP/SEMINAR	24			32			34			XXX	XXX	XXX	
LARGE GROUP INSTR	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	35			
COMPUTER ROOM	XXX	XXX	XXX	32			34			35			
ART ROOM	XXX	XXX	XXX	32			34			35			
MUSIC ROOM **	XXX	XXX	XXX	32			34			35			
REG PRE-SCHOOL	XXX	XXX	XXX	32			34			35			
SPEC ED PRE-SCHOOL	XXX	XXX	XXX	32			34			35			
SPECIAL ED CLSRM	XXX	XXX	XXX	32			34			35			
SPECIAL ED RESOURCE (MAX = 1 RM)	24			32			34			35			
NATATORIUM	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	35			

D. BUILDING TOTAL	
E. PRORATED ELEMENTARY CAPACITY FOR MIDDLE SCHOOL (G15, M minus O)	734
F. ELEMENTARY CAPACITY (D plus E)	734
G. ACT 34 ELEMENTARY CAPACITY (F times C; rounded to nearest whole number)	734

DISTRICT ADMINISTRATION OFFICES

H. TOTAL NUMBER OF POSITIONS TO BE HOUSED (F09, Number of Positions Listed)	
I. ACT 34 DISTRICT ADMINISTRATION OFFICE CAPACITY (H times 1.3; rounded to nearest whole number)	

VOCATIONAL BUILDING

J. TOTAL SCHEDULED AREA (F10, Building Total, column #12)	sq.ft.
K. VOCATIONAL CAPACITY (J divided by 100 times 1.44; rounded to nearest whole number)	
L. ACT 34 VOCATIONAL CAPACITY (K times C; rounded to nearest whole number)	

* SEE INSTRUCTIONS FOR ROOMS NOT LISTED.

** ONLY INCLUDE MUSIC CLASSROOMS; DO NOT INCLUDE BAND ROOMS,
CHORAL ROOMS OR INSTRUMENTAL ROOMS

ACT 34 OF 1973: SCHOOL BUILDING CAPACITY (2 of 2)										
District/CTC. Bethlehem Area School District				Project Name: Nitschmann Middle School				Project #: 3787		
*** BASED ON SCHEDULED AREA FOR TOTAL BUILDING ***										
MIDDLE SCHOOL/SECONDARY BUILDING										
	550-659 SQ FT			660+ SQ FT			OTHER			TOTAL
	ACT 34 CAP	NO. OF ROOMS	TOTAL	ACT 34 CAP	NO. OF ROOMS	TOTAL	ACT 34 CAP	NO. OF ROOMS	TOTAL	BLDG TOTAL
REGULAR CLASSROOM	XXX	XXX	XXX	35	30	1050	XXX	XXX	XXX	1,050
SMALL GROUP INSTRUCTION/SEMINAR	28	8	224	35			XXX	XXX	XXX	224
LARGE GROUP INSTRUCTION	XXX	XXX	XXX	XXX	XXX	XXX	40	3	120	120
SCIENCE CLASSROOM	XXX	XXX	XXX	35	9	315	XXX	XXX	XXX	315
SCIENCE LAB	XXX	XXX	XXX	XXX	XXX	XXX	24			
SCIENCE STUDENT PROJECT ROOM (220 SQ FT)	XXX	XXX	XXX	XXX	XXX	XXX	9			
PLANETARIUM CLASSROOM	XXX	XXX	XXX	XXX	XXX	XXX	30			
OBSERVATORY	XXX	XXX	XXX	XXX	XXX	XXX	15			
BUSINESS CLASSROOM	XXX	XXX	XXX	XXX	XXX	XXX	35			
BUSINESS LAB	XXX	XXX	XXX	XXX	XXX	XXX	24			
COMPUTER LAB	XXX	XXX	XXX	XXX	XXX	XXX	24	1	24	24
ART CLASSROOM	XXX	XXX	XXX	XXX	XXX	XXX	24	2	48	48
MUSIC CLASSROOM	XXX	XXX	XXX	XXX	XXX	XXX	35	1	35	35
BAND ROOM	XXX	XXX	XXX	XXX	XXX	XXX	24	1	24	24
ORCHESTRA ROOM	XXX	XXX	XXX	XXX	XXX	XXX	24			
CHORAL ROOM	XXX	XXX	XXX	XXX	XXX	XXX	24	1	24	24
FAMILY/CONSUMER SCIENCE	XXX	XXX	XXX	XXX	XXX	XXX	24	2	48	48
INDUSTRIAL ARTS/SHOP (1800+ SQ FT)	XXX	XXX	XXX	XXX	XXX	XXX	24			
TECHNICAL EDUCATION (1800+ SQ FT)	XXX	XXX	XXX	XXX	XXX	XXX	24			
TECHNICAL EDUCATION (<1800 SQ FT)	XXX	XXX	XXX	XXX	XXX	XXX	24	2	48	48
VO AG SHOP W/CLRM	XXX	XXX	XXX	XXX	XXX	XXX	24			
ALTERNATIVE ED (660+ SQ FT)	XXX	XXX	XXX	XXX	XXX	XXX	24			
DRIVER'S ED (660+ SQ FT)	XXX	XXX	XXX	35			XXX	XXX	XXX	
GYM TEACHING STATION	XXX	XXX	XXX	XXX	XXX	XXX	40	4	160	160
SPECIAL ED CLASSROOM	XXX	XXX	XXX	35	3	105	XXX	XXX	XXX	105
SPECIAL ED RESOURCE ROOM (MAX = 1 ROOM)	28			35			XXX	XXX	XXX	
NATATORIUM	XXX	XXX	XXX	XXX	XXX	XXX	40			
M. BUILDING TOTAL										2,225
N. PRORATION FRACTION (Number of Secondary Grades (7-12) divided by Total Number of Grades on Middle/Secondary Room Schedule (K-12); rounded to 2 decimal places)										0.67
O. SECONDARY CAPACITY (M times N; rounded to nearest whole number)										1,491
P. MS/SEC UTILIZATION FACTOR										0.85
Q. SECONDARY BUILDING UTILIZATION (O times P; rounded to nearest whole number)										1,267
R. ACT 34 SECONDARY CAPACITY (Q times C; rounded to nearest whole number)										1,267

* SEE INSTRUCTIONS FOR ROOMS NOT LISTED.

ACT 34 OF 1973: AGGREGATE BUILDING EXPENDITURE STANDARD

District/CTC: Bethlehem Area School District	Project Name: Nitschmann Middle School	Project #: 3787
---	---	--------------------

A. GRADES K-6		
1. Act 34 Elementary Capacity (G14, line G)	<u>734</u>	
2. 2010-2011 Per Pupil Cost Limit	<u>\$16,151</u>	
3. Building Expenditure Standard for Grades K-6 (A-1 times A-2)		\$ <u>11,854,834</u>
B. GRADES 7-9		
1. Grades 7-9 Capacity		
a. Act 34 Secondary Capacity (G15, line R)	<u>1,267</u>	
b. Proration Fraction (building housing grades 7 -9 - 1.00; grades 7-12 - .50; grades 8-12 - 0.40; grades 9-12 - .25; grades 10-12 - 0.00)	<u>1.00</u> (ROUND TO 2 DEC PL)	
c. Grades 7-9 Capacity (1-a times 1-b; rounded to nearest whole number)	<u>1,267</u>	
2. 2010-2011 Per Pupil Cost Limit	<u>\$24,226</u>	
3. Building Expenditure Standard for Grades 7-9 (B-1-c times B-2)		\$ <u>30,694,342</u>
C. GRADES 10-12 / DAO		
1. Grades 10-12 Capacity		
a. Act 34 Secondary Capacity (G15, line R)	<u>1,267</u>	
b. Proration Fraction (building housing grades 7 -9 - 0.00; grades 7-12 - .50; grades 8-12 - 0.60; grades 9-12 - .75; grades 10-12 - 1.00)	<u>(ROUND TO 2 DEC PL)</u>	
c. Grades 10-12 Capacity (1-a times 1-b; rounded to nearest whole number)		
d. Act 34 District Administration Office Capacity (G14, line I)		
e. Grades 10-12 / DAO Capacity (1-c plus 1-d)		
2. 2010-2011 Per Pupil Cost Limit	<u>\$29,996</u>	
3. Building Expenditure Standard for Grades 10-12 / DAO (C-1-e times C-2)		\$ _____
D. VOCATIONAL		
1. Act 34 Vocational Capacity (G14, line L)		
2. 2010-2011 Per Pupil Cost Limit	<u>\$29,996</u>	
3. Building Expenditure Standard for Vocational (D-1 times D-2)		\$ _____
E. AGGREGATE BUILDING EXPENDITURE STANDARD		
(A-3 plus B-3 plus C-3 plus D-3)		\$ <u>42,549,176</u>
F. ACT 34 MAXIMUM BUILDING CONSTRUCTION COST (G12, line C)		\$ <u>39,146,613</u>

IF THE ACT 34 MAXIMUM BUILDING CONSTRUCTION COST (Line F) EXCEEDS THE AGGREGATE BUILDING EXPENDITURE STANDARD (Line E), THIS PROJECT REQUIRES A REFERENDUM. AN ACT 34 REFERENDUM MUST BE HELD BEFORE THE ISSUANCE OF ANY CHANGE ORDER OR SUPPLEMENTAL CONTRACT THAT WOULD RESULT IN THE MAXIMUM BUILDING CONSTRUCTION COST EXCEEDING LINE E.

10. *Authorization to Prepare Specifications and Solicit Bids – Various Summer Projects***INFORMATION:**

The following projects have been identified in the Capital Plan as high priority capital project or have been identified as an emergent repair required during the summer of 2015. These projects will be funded using \$340,000 budgeted in the 2015-2016 budget.

Project		Est. Cost
1	Replace asbestos floor tile at EHMS (already authorized March 2015)	\$ 40,000
2	Repair Energy Recovery Wheel at Broughal	\$ 50,000
3	Perform roof warranty maintenance district wide	\$ 50,000
4	Install security camera system at EHMS	\$ 200,000
Total		\$ 340,000

This information was reviewed with the Board at the April 6, 2015, Board Facilities Committee Meeting.

RECOMMENDATION:

That the Board of School Directors authorizes the administration and school district engineer to prepare and solicit bids for the above listed projects.

Account Code and Name: General Fund 2600-431 Facility Repairs
Account Balance: 2015-2016 Budget

Account Code and Name: General Fund 4600-450 Construction Services
Account Balance: 2015-2016 Budget

11. *Authorization to Prepare Specifications and Solicit Bids – Synthetic Turf Field and All-Weather Track – Freedom High School*

INFORMATION:

Bids for the Nitschmann Middle School construction project were opened in March 2015. After evaluating those results and recommending value added alternates for the Nitschmann project, additional funds remained in the project budget. At the April Facilities Committee Meeting, the administration recommended applying the available funds toward a synthetic turf field at Freedom High School to be built between Freedom High School and East Hills Middle School. This project will complete the project first identified over ten years ago when the BASD stadium turf was installed. At the April Finance Committee, the Board discussed the possibility of adding an all-weather track to be built in place of the existing cinder track. The Board consensus at the Finance Committee meeting was to design and bid the synthetic turf and all-weather track projects at the same time in order to provide the Board the option to make an award once the bid costs are established.

This information was reviewed with the Board at the April 6, 2015, Board Facilities Committee Meeting and the April 13, 2015, Board Finance Committee Meeting.

RECOMMENDATION:

That the Board of School Directors authorizes the administration and school district engineer to prepare specifications and solicit bids for a synthetic turf field at Freedom High School with an alternate for an all-weather track.

12. *Student Discipline*

INFORMATION:

The Board of School Directors of the Bethlehem Area School District has received and reviewed student discipline information presented to them.

RECOMMENDATION:

That the Board of School Directors adopts the following:

- A. Waiver relating to Student Numbers 0970350 and 1003714 be approved.
- B. Student Placement Agreement relating to Student Number 1019863 be approved.

13. Staff Conference**RECOMMENDATION:**

1. Martha Hernandez May 18-19, 2015
 Pennsylvania Pre-K Counts and Head Start
 Supplemental Assistance
 State College, Pennsylvania
 PA Pre-K Counts Grant – 1806-581 = \$499.76
 Substitute Cost = \$200.00
\$699.76

	Amount	Balance
Estimated Expenses:		
Lodging, Meals, Transportation		
PA Pre-K Counts Grant – 1806-581	\$499.76	\$6,873.15
Lodging = 2/nights @ \$129.12/night = \$258.24		
Meals = 2/days x \$40/day = \$80.00		
Transportation = Rental Car = 3/days x \$53.84/day = \$161.52		
Substitute Costs	\$200.00	

14. Field Trip**RECOMMENDATION:***Staff Attendance*

1. Tammy Dutton May 12-13, 2015
 Matt Senneca (10 East Hills Middle Schools Students)
 National History Day – State Competition
 Millersville, Pennsylvania
- General – Student Activities – Student Fees – 3210-894 = \$275.00
 Student Activities – Student Funds - 3210-894 = \$275.00
 General – Student Activities – Field Trip - 3210-582 = \$563.23
 Student Activities – Student Funds - 3210-582 = \$563.23
 Substitute Cost = \$448.00
 \$2,124.46

	Amount	Balance
Estimated Expenses:		
Registration		
General – Student Activities – Student Fees – 3210-894	\$275.00	\$3,493.00
Student Activities – Student Funds - 3210-894	\$275.00	
Registration = \$55 x 10/Students = \$550.00		
Lodging/Meals/Transportation		
General – Student Activities – Field Trip – 3210-582	\$563.23	\$590.70
Student Activities – Field Trip - 3210-894	\$563.23	
Lodging = \$556.01		
Meals = \$32/day x 12/students/staff = \$384.00		
Transportation = \$165/miles @ \$.565/mile x		
2/vehicles = \$186.45		
	\$448.00	
Substitute Cost = 2/sub x 2 days x \$112/day = \$448.00		

2. Melissa Waldron May 17-19, 2015
 (7 Liberty High School Students)
 PJAS State Meeting
 University Park, Pennsylvania
- Student Activities – Student Fees - 3210-894 = \$1,360.00
 Substitute Cost = \$224.00
 \$1,584.00

	Amount	Balance
Estimated Expenses:		
Registration		
Student Activities – Student Fees 3210-894	\$1,360.00	\$3,723.00
Registration = \$170 x 8/staff/Students = \$1,360.00		
Substitute Cost = 1/sub x 2 days x \$112/day = \$224.00	\$224.00	

15. *Contract with Dellicker Strategies for Hybrid Learning Consulting Services*

INFORMATION:

The purpose of the contract is to support the research, planning, development, and training of pilot BASD teachers in establishing hybrid learning in their classes during the 2015-2016 school year. Dellicker Strategies will support twelve teachers (two from each secondary school) consulting/training services throughout the year, as well as support District Administrators in the development, monitoring, and evaluation of the program.

RECOMMENDATION:

That the Board of School Directors approves the contract between the Board of School Directors of the Bethlehem Area School District and Dellicker Strategies for services related to the BASD Hybrid Learning Program in the amount not to exceed \$89,000.00.

Account Code: General Fund 2260-330 Curriculum – Professional Services

Account Balance: 2014-2015 \$59,333 (Ready To Learn Grant & Title II Funds) (Pending Budget Transfer)
2015-2016 Budget (Title II Grant Funds)

16. *BASD Partnership with the Bureau of Special Education to Improve Graduation Rates of Students with Disabilities*

INFORMATION:

The Bethlehem Area School District as a Partner with the Bureau of Special Education will:

- Receive funds to support their plan for three consecutive years, starting on July 1, 2015. A total of \$50,000 per year will be available to each participating LEA and will be used to meet its specific need (s). Funding may be used to support expenses related to the hiring or role expansion of current or contracted personnel. For example, funding may be used to hire or support a person or entity skilled in data collection, analysis and management, knowledge of credit recovery options and re-entry programs, and/or on-line learning.
- Identify a core building team that is interdisciplinary in nature to conduct a needs assessment to inform and/or enhance their current school improvement plan. The team will determine which coherent improvement strategies will help meet identified needs and will evaluate the plan. Training and technical assistance will be available from PaTTAN to support schools throughout the process.
- Receive ongoing high quality training and technical assistance related to the adoption and implementation of evidence-based practices, interdisciplinary collaboration, structures that facilitate sustainable models, data analysis and program evaluations, etc.
- Implement the selected coherent improvement strategies for three consecutive years. LEA's will be required to submit data to BSE to be included in the State Performance Plan federal report (no individual LEA/building names will be included in the report, only aggregate data).
- Select an Early Warning System, if one is not in place, which will identify students with disabilities who are at risk of not graduating.

This item was reviewed by the Board at the April 6, 2015, Board Curriculum Committee Meeting.

RECOMMENDATION:

The Bethlehem Area School District approves this partnership with the PA Bureau of Special Education to Improve Graduation Rates of Students with Disabilities.

17. *Teacher and Artist Partnership Grant*

INFORMATION:

The Pennsylvania Council on the Arts is sponsoring a Teacher and Artist Partnership program available to schools in the Commonwealth. The Teacher Artist Partnership Grant would provide funding for visiting artists to conduct creative activities that connect with Common Core Standards.

Liberty High School has developed a plan for local theater and visual artists to collaborate with high school English teachers to assist students in creating literary and visual expressive art works aligned with the high school curriculum. If funded, this initiative would be conducted during the 2015-2016 school year.

This information was reviewed with the Board at the April 6, 2015, Board Curriculum Committee Meeting.

RECOMMENDATION:

That the administration be authorized to submit a Teacher and Artist Partnership Grant application to the Pennsylvania Council of the Arts grant program on behalf of Liberty High School for funding in the amount of \$22,000.

18. *Textbook Approval for Chemistry: Matter and Change, McGraw Hill Publishers, 2013*

INFORMATION:

At the March 9, 2015, Board Curriculum Committee Meeting, information was presented to the Board regarding a new textbook adoption. The new textbook noted below has been reviewed by teacher teams and the department chairs and meets all of the standards for readability, appropriateness, and alignment to academic standards related to the Conceptual Chemistry course at Liberty High School and Freedom High School.

Chemistry—Matter and Change, McGraw Hill Publishers, 2013

All costs related to these requests have been included in the Educational Programs Budget.

This information was presented to the Board at the April 6, 2015, Board Curriculum Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves the purchase of *Chemistry: Matter and Change, McGraw Hill Publishers, 2013* for use at Liberty High School and Freedom High School.

Account Code: General Fund-1100-640 Regular Education Instruction Published Materials
Account Balance: \$59,186.85

19. 2015 Bond Issue Parameters Resolution**INFORMATION:**

At the March 16, 2015, Board Finance Committee Meeting, Mr. Shearer from Public Financial Management (PFM) presented information on financing the upcoming Nitschmann Middle School project. The District has been using capital reserve funds to temporarily pay for project design costs to date. The Nitschmann financing is planned as two borrowings. The first would be in the principal amount of \$30 million, to be authorized in April 2015 and settled approximately 30 to 45 days later. This amount is expected to cover the first year of construction. A second borrowing would take place in the summer of 2016 to finance the balance of the Nitschmann project. The current plan also includes a combination of capitalized interest on the capital project borrowing, and some debt restructuring to mitigate the budgetary impact of the Nitschmann project bond payments until 2020, when the BethWorks TIF expires. Overall debt service will then increase and be covered by the additional tax revenues. This borrowing will wrap-around the District's other existing debt, using traditional, fixed rate tax-exempt bonds, and taxable bonds where tax laws require it. While the debt restructuring component of the financing plan will result in a present value cost to the District, the initial, local tax impact of the project will be minimized.

At the April 13, 2015, Board Finance Committee Meeting, PFM and Rhoads & Sinon updated the Board on the overall structure of the financing and the Resolution to be adopted by the Board to undertake it.

This information was reviewed with the Board at the April 13, 2015, Board Finance Committee Meeting.

RECOMMENDATION:

That the Board of School Directors adopts the General Obligations Bonds Parameters Resolution to finance the proposed new Nitschmann Middle School construction project and the related debt restructuring.

20. *2015-2016 Mileage Reimbursement***INFORMATION:**

The Bethlehem Area School District adjusts the mileage reimbursement rate in accordance with contractual provisions and board policy for employees who use their personal vehicles in the course of their employment. Currently for the 2014-2015 school year, the District reimburses \$0.560 per mile which is the maximum rate for mileage reimbursement as per the Internal Revenue Service (IRS) guidelines. The IRS has increased the mileage reimbursement rate to \$0.575 per mile. The District will use this mileage reimbursement rate effective September 1, 2015, to equal the IRS rate for the 2015-2016 school year.

This information was reviewed with the Board at the April 13, 2015, Board Finance Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves the 2015-2016 school year reimbursement rate at \$0.575 per mile as of September 1, 2015, for required employment travel by district employees using their personal vehicles.

Account Code and Account Title: General Fund 580 Travel
Account Balance: 2015-2016 Budget

21. *Nursing Services Contract*

INFORMATION:

The District must contract with Maxim Healthcare Services due to severe medical issues of a special education student. Health services were previously paid through medical assistance during the school day. Through numerous meetings, the District was able to convince the county to contract with Maxim Healthcare Services to provide services; however the county has now cancelled the contract forcing the District to contract and provide the services until the end of the school year when the student is expected to graduate.

This information was reviewed with the Board at the April 13, 2015, Board Finance Committee Meeting.

RECOMMENDATION:

That the Board of School Directors authorizes the Administration to execute an Agreement with Maxim Healthcare Services for nursing services for a special education student effective March 25, 2015, to June 3, 2015, not to exceed \$20,000.

22. Paper Bid Award**INFORMATION:**

The District recently participated in the Colonial Intermediate Unit (CIU) 20 cooperative paper bid for the 2015-2016 school year through the Northampton/Monroe/Pike County Joint Purchasing Board. Through our participation in this joint purchase effort, the District can more effectively leverage buying power and attract vendors who aggressively price paper commodities in an effort to secure the guaranteed contract.

Bids were opened Wednesday, March 4, 2015 at 2:30 p.m., and were reviewed by all District participants. The CIU 20 Board of Directors approved the award at their regularly scheduled meeting on March 25, 2015.

The successful bidders for the District items are summarized as follows:

Vendors	BASD Awarded Cost
Kurtz Brothers Clearfield, PA 16830	\$654.10
Lindenmeyr Munroe King of Prussia, PA 19406	\$938.60
W.B. Mason Allentown, PA 18109	\$90,995.98

This information was reviewed with the Board at the April 13, 2015, Board Finance Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves the bids for Duplicating Paper, Bid NMPCJPB-DP/JS-2015-2016, for July 1, 2015, as awarded by the Northampton/Monroe/Pike County Joint Purchasing Board and approved by the Colonial Intermediate Unit 20 Board of Directors at their regularly scheduled meeting on March 25, 2015.

Account Code and Account Title: General Fund 0171 Inventory
General Fund 610 Supplies
Account Balance: 2015-2016 Budget

23. *PA Trust Life Insurance Program*

INFORMATION:

In our ongoing efforts to provide the highest quality programs in the most economical and efficient ways, the Bethlehem Area School District received a quote to participate in the PA Trust Life Insurance Program effective July 1, 2015, at a rate of \$0.09 per thousand of coverage with a two-year rate guarantee through Reliance Standard Life. Currently, the District pays \$0.114 per thousand through Cigna. This is an annual savings of \$44,733 based on our current coverage. There is the possibility to lower that rate further to \$0.085 if another Trust joins this program for the July renewal resulting in an additional \$9,319 savings.

This information was reviewed with the Board at the April 13, 2015, Board Finance Committee Meeting.

RECOMMENDATION:

That the Board of School Directors authorizes the Administration to participate in the PA Trust Life Insurance Program effective July 1, 2015.

24. *Life Insurance Policy Exchange*

INFORMATION:

The February 7, 2005 Employment Agreement between the Bethlehem Area School District (“District”) and former employee number 103807 (“Employee”) and the subsequent March 20, 2014 Agreement between the Parties, requires Employee to maintain a life insurance policy on Employee’s life, naming the District as beneficiary.

The Employee is permitted to exchange the life insurance policy for a different life insurance policy provided the District’s rights and Employee’s obligations remain unchanged.

The District wishes to consent to the aforementioned exchange.

This information was reviewed with the Board in Executive Session on April 13, 2015.

RECOMMENDATION:

That the Board of School Directors authorizes:

- A. The execution of all documentation necessary to effectuate the assignment of Life Insurance Policy Number B5***** to the Bethlehem Area School District as beneficiary; and
- B. The execution of all documentation necessary to release the assignment of Life Insurance Policy Number B5***** previously assigned to the Bethlehem Area School District as beneficiary.

25. *Real Estate Tax Assessment Appeal Appraisals***INFORMATION:**

The District has initiated several tax assessment appeals against properties that are substantially under assessed. The District Solicitor is requesting appraisal services for six (6) apartment properties prior to the status conferences for meaningful settlement negotiations. CBRE Inc., real estate valuation and advisory services has appraised other apartment properties for the District. The District Solicitor received proposal letters from CBRE Inc., for a fee of \$3,500 per property.

This information was reviewed with the Board in Executive Session on April 13, 2015.

RECOMMENDATION:

That the Board of School Directors approves the appraisal services with CBRE Inc., Cira Center, 2929 Arch Street, Suite 1500, Philadelphia, PA, for real estate tax assessment appeals for the properties listed below at a fee of \$3,500 per property:

	<u>Tax Parcel ID</u>	<u>Address/Municipality/County</u>
A.	Q7 15A1 0204	2603 Cherry Lane City of Bethlehem Northampton County
B.	Q7 8 2A 0204	1 Friedensville Drive City of Bethlehem Northampton County
C.	M6 25 5D 0214	4201-4739 Harriet Lane Hanover Township Northampton County
D.	N6 11 1 2014 N6 11 3 0204	1025 North Boulevard 1026 North Boulevard City of Bethlehem Northampton County
E.	N7 2 1D-1 0204 N7 2 1D-1 0212	Freemansburg Avenue City of Bethlehem Freemansburg Avenue Freemansburg Borough Northampton County
F.	N6 19 4A 0214	400 Bridle Path Road Hanover Township Northampton County

Account Code and Account Title: General Fund 2330-330 Tax Assessment/Other Professional Services
Account Balance: \$364,063.17

26. *Real Estate Tax Assessment Appeal Settlement***INFORMATION:**

The District has been notified that a proposed settlement has been negotiated with the property owner listed below to reduce the assessment of their property for the 2015 tax year. The District Solicitor reviewed this stipulation and execution is recommended.

The proposed stipulation was reviewed with the Board in Executive Session on April 13, 2015.

RECOMMENDATION:

That the Board of School Directors approves the proposed stipulation settling the real estate tax assessment appeal as noted below:

<u>Tax Parcel ID</u>	<u>Address</u>	<u>Municipality</u>	<u>County</u>
N6NE2 2 3-6A	949 Greenhouse Drive	City of Bethlehem	Northampton

27. *Board Policy Number 103 – Nondiscrimination in School and Classroom Practices – Third Reading*

INFORMATION:

The current Board Policy Number 103 – Nondiscrimination in School and Classroom Practices has been presented and reviewed at the March 16, 2015 and April 13, 2015, Board Human Resources Committee Meetings.

RECOMMENDATION:

That the Board of School Directors approves the attached Board Policy Number 103 – Nondiscrimination in School and Classroom Practices.



Book	Policy Manual
Section	100 Programs
Title	Nondiscrimination in School and Classroom Practices
Number	103
Status	
Legal	1. 24 P.S. 1310 2. 22 PA Code 4.4 3. 22 PA Code 12.1 4. 22 PA Code 12.4 6. 20 U.S.C. 1400 et seq 7. 20 U.S.C. 1681 et seq 9. 42 U.S.C. 2000d et seq 10. 42 U.S.C. 12101 et seq 11. 22 PA Code 14.101 et seq 12. 22 PA Code 15.1 et seq
Adopted	November 15, 2004
Last Revised	April 23, 2007
Last Reviewed	April 13, 2015

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, **gender identity, gender expression**, ancestry, national origin, marital status, pregnancy or handicap/disability. [\[1\]\[2\]\[3\]\[4\]\[6\]\[7\]\[9\]\[10\]\[11\]\[12\]](#)

The district shall provide to all students, without discrimination, course offerings, counseling, assistance, 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 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 Assistant Superintendent for Human Resources, 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 and telephone number of the Compliance Officer.

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 comparable 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 supervisor, 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 investigator 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 the Student Code of Conduct, Board policies and district procedures, applicable collective bargaining agreements, and state and federal laws.

Appeal Procedure

1. If the complainant is not satisfied with a finding of no violation of 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.
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.

4. If the complainant is not satisfied with a finding of no violation of the policy or with the corrective action recommended in the investigative report, s/he may submit a written appeal to the Superintendent of Schools, who will 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. The complainant may appeal the Superintendent's response to the Board of School Directors as a final step in the appeal procedure.

[103-Attach.doc \(27 KB\)](#)

Last Modified by Nitza Yerger on April 10, 2015

28. *Board Policy Number 104 – Nondiscrimination in Employment/Contract Practices – Third Reading*

INFORMATION:

The current Board Policy Number 104 – Nondiscrimination in Employment/Contract Practices has been presented and reviewed at the March 16, 2015 and April 13, 2015, Board Human Resources Committee Meetings.

RECOMMENDATION:

That the Board of School Directors approves the attached Board Policy Number 104 – Nondiscrimination in Employment/Contract Practices.



Book	Policy Manual
Section	100 Programs
Title	Nondiscrimination in Employment/Contract Practices
Number	104
Status	
Legal	1. 42 U.S.C. 2000e et seq 2. 43 P.S. 951 et seq 3. 42 U.S.C. 12101 et seq 4. 29 U.S.C. 621 et seq 5. 29 U.S.C. 701 et seq 6. 20 U.S.C. 1681 et seq (Title IX)
Adopted	November 15, 2004
Last Reviewed	April 13, 2015

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, **gender identity, gender expression**, 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. [\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)

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.

Delegation of Responsibility

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

The Compliance Officer for employees 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 and telephone number of

the Compliance Officer for employees.

The Compliance Officer for employees 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 for employees 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 or immediate supervisor if other than a 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 for employees.

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 for employees. The Compliance Officer for employees shall authorize the building principal/supervisor 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 or immediate supervisor 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 for employees.

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 is not satisfied with a finding of no violation of the policy or with the corrective action recommended in the investigative report, s/he may submit a written appeal to the Compliance Officer for employees within fifteen (15) days.
2. The Compliance Officer for employees shall review the investigation and the investigative report and may also conduct a reasonable investigation.
3. The Compliance Officer for employees 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.

[104-Attach.doc \(23 KB\)](#)

Last Modified by Nitza Yerger on April 10, 2015

29. *Board Policy Number 248 – Unlawful Harassment, Pupils – Third Reading*

INFORMATION:

The current Board Policy Number 248 – Unlawful Harassment, Pupils has been presented and reviewed at the March 16, 2015 and April 13, 2015, Board Human Resources Committee Meetings.

RECOMMENDATION:

That the Board of School Directors approves the attached Board Policy Number 248 – Unlawful Harassment, Pupils.



Book	Policy Manual
Section	200 Pupils
Title	Unlawful Harassment
Number	248
Status	
Legal	1. 20 U.S.C. 1681 et seq 2. 43 P.S. 951 et seq 3. 29 CFR 1606.8 4. 29 CFR 1604.11 5. Pol. 103
Adopted	November 15, 2004
Last Reviewed	April 13, 2015

Purpose

The Board strives to provide a safe, positive learning climate for students in the schools. Therefore, it shall be the policy of the district to maintain an educational environment in which harassment in any form is not tolerated.

Authority

The Board prohibits all forms of unlawful harassment of students and third parties by all district students and staff members, contracted individuals, vendors, volunteers, and third parties in the schools. The Board encourages students and third parties who have been harassed to promptly report such incidents to the designated employees.[\[1\]](#)[\[2\]](#)[\[3\]](#)

The Board directs that complaints of harassment 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 harassment.

Definitions

For purposes of this policy, harassment shall consist of verbal, written, graphic or physical conduct relating to an individual's race, color, national origin/ethnicity, gender, age, disability, sexual orientation, **gender identity, gender expression**, or religion when such conduct:[\[3\]](#)

1. Is sufficiently severe, persistent or pervasive that it affects an individual's ability to participate in or benefit from an educational program or activity or creates an intimidating, threatening or abusive educational environment.

2. Has the purpose or effect of substantially or unreasonably interfering with an individual's academic performance.
3. Otherwise adversely affects an individual's learning opportunities.

For purposes of this policy, sexual harassment shall consist of unwelcome sexual advances; requests for sexual favors; and other inappropriate verbal, written, graphic or physical conduct of a sexual nature when: [\[4\]](#)

1. Submission to such conduct is made explicitly or implicitly a term or condition of a student's academic status.
2. Submission to or rejection of such conduct is used as the basis for academic or work decisions affecting the individual.
3. Such conduct deprives a student of educational aid, benefits, services or treatment.
4. Such conduct is sufficiently severe, persistent or pervasive that it has the purpose or effect of substantially interfering with the student's school performance or creating an intimidating, hostile or offensive educational environment.

Examples of conduct that may constitute sexual harassment include but are not limited to sexual flirtations, advances, touching or propositions; verbal abuse of a sexual nature; graphic or suggestive comments about an individual's dress or body; sexually degrading words to describe an individual; jokes; pin-ups; calendars; objects; graffiti; vulgar statements; abusive language; innuendoes; references to sexual activities; overt sexual conduct; or any conduct that has the effect of unreasonably interfering with a student's ability to work or learn or creates an intimidating, hostile or offensive learning or working environment.

Delegation of Responsibility

In order to maintain an educational environment that discourages and prohibits unlawful harassment, the Board designates the Superintendent or designee as the district's Compliance Officer. [\[5\]](#)

The Compliance Officer shall publish and disseminate this policy and the complaint procedure at least annually to students, parents/guardians, employees, independent contractors, vendors, and the public. The publication shall include the position, office address and telephone number of the Compliance Officer.

Each staff member shall be responsible to maintain an educational environment free from all forms of unlawful harassment.

Each student shall be responsible to respect the rights of their fellow students and district employees and to ensure an atmosphere free from all forms of unlawful harassment.

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

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 or a district employee.

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 unlawful harassment, 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.

The 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 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 is not satisfied with a finding of no violation of 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.
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.

[248-Attach.doc \(23 KB\)](#)

Last Modified by Nitza Yerger on April 10, 2015

30. *Board Policy Number 348 – Unlawful Harassment, Administrative Employees – Third Reading*

INFORMATION:

The current Board Policy Number 348 – Unlawful Harassment, Administrative Employees has been presented and reviewed at the March 16, 2015 and April 13, 2015, Board Human Resources Committee Meetings.

RECOMMENDATION:

That the Board of School Directors approves the attached Board Policy Number 348 – Unlawful Harassment, Administrative Employees.



Book	Policy Manual
Section	300 Administrative Employees
Title	Unlawful Harassment
Number	348
Status	
Legal	1. 42 U.S.C. 2000e et seq 2. 20 U.S.C. 1681 3. 29 CFR 1606.8 4. 29 CFR 1604.11 5. Pol. 103 6. Pol. 317 7. Pol. 417 8. Pol. 517
Adopted	November 15, 2004
Last Reviewed	April 13, 2015

Purpose

The Board strives to provide a safe, positive working climate for its employees. Therefore, it shall be the policy of the district to maintain an employment environment in which harassment in any form is not tolerated.

Authority

The Board prohibits all forms of unlawful harassment of employees and third parties by all district students and staff members, contracted individuals, vendors, volunteers, and third parties in the schools. The Board encourages employees and third parties who have been harassed to promptly report such incidents to the designated administrators.[\[1\]\[2\]](#)

The Board directs that complaints of harassment 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 harassment.

Definitions

For purposes of this policy, harassment shall consist of verbal, written, graphic or physical conduct relating to an individual's race, color, national origin/ethnicity, gender, age, disability, sexual orientation, **gender identity, gender expression**, or religion when such conduct:[\[3\]](#)

1. Is sufficiently severe, persistent or pervasive that it affects an individual's ability to perform job functions or creates an intimidating, threatening or abusive work environment.
2. Has the purpose or effect of substantially or unreasonably interfering with an individual's work performance.
3. Otherwise adversely affects an individual's employment opportunities.

For purposes of this policy, sexual harassment shall consist of unwelcome sexual advances; requests for sexual favors; and other inappropriate verbal, written, graphic or physical conduct of a sexual nature when:[\[4\]](#)

1. Acceptance of such conduct is made, explicitly or implicitly, a term or condition of an individual's continued employment.
2. Submission to or rejection of such conduct is the basis for employment decisions affecting the individual.
3. Such conduct is sufficiently severe, persistent or pervasive that it has the purpose or effect of substantially interfering with the employee's job performance or creating an intimidating, hostile or offensive working environment.

Examples of conduct that may constitute sexual harassment include but are not limited to sexual flirtations, advances, touching or propositions; verbal abuse of a sexual nature; graphic or suggestive comments about an individual's dress or body; sexually degrading words to describe an individual; jokes; pin-ups; calendars; objects; graffiti; vulgar statements; abusive language; innuendoes; references to sexual activities; overt sexual conduct; or any conduct that has the effect of unreasonably interfering with an employee's ability to work or creates an intimidating, hostile or offensive working environment.

Delegation of Responsibility

In order to maintain a work environment that discourages and prohibits unlawful harassment, the Board designates the Superintendent or designee as the district's Compliance Officer.[\[5\]](#)

The Compliance Officer shall publish and disseminate this policy and the complaint procedure at least annually to students, parents/guardians, employees, independent contractors, vendors, and the public. The publication shall include the position, office address and telephone number of the Compliance Officer.

The administration shall be responsible to provide training for students and employees regarding all aspects of unlawful harassment.

Each staff member shall be responsible to maintain a working environment free from all forms of unlawful harassment.

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

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, a sample of such form is found in the Attachment, but oral complaints shall be acceptable.

Step 2 – Investigation

Upon receiving a complaint of unlawful harassment, 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.

The 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.

If it is concluded that an employee has knowingly made a false complaint under this policy, such employee shall be subject to disciplinary action, including termination.[6][7][8]

Appeal Procedure

1. If the complainant is not satisfied with a finding of no violation of 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.
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.

[348-Attach.doc \(24 KB\)](#)

Last Modified by Nitza Yerger on April 10, 2015

31. *Board Policy Number 448 – Unlawful Harassment, Professional Employees – Third Reading*

INFORMATION:

The current Board Policy Number 448 – Unlawful Harassment, Professional Employees has been presented and reviewed at the March 16, 2015 and April 13, 2015, Board Human Resources Committee Meetings.

RECOMMENDATION:

That the Board of School Directors approves the attached Board Policy Number 448 – Unlawful Harassment, Professional Employees.



Book	Policy Manual
Section	400 Professional Employees
Title	Unlawful Harassment
Number	448
Status	
Legal	1. 42 U.S.C. 2000e et seq 2. 20 U.S.C. 1681 3. 29 CFR 1606.8 4. 29 CFR 1604.11 5. Pol. 103 6. Pol. 317 7. Pol. 417 8. Pol. 517
Adopted	November 15, 2004
Last Reviewed	April 13, 2015

Purpose

The Board strives to provide a safe, positive working climate for its employees. Therefore, it shall be the policy of the district to maintain an employment environment in which harassment in any form is not tolerated.

Authority

The Board prohibits all forms of unlawful harassment of employees and third parties by all district students and staff members, contracted individuals, vendors, volunteers, and third parties in the schools. The Board encourages employees and third parties who have been harassed to promptly report such incidents to the designated administrators.[\[1\]\[2\]](#)

The Board directs that complaints of harassment 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 harassment.

Definitions

For purposes of this policy, harassment shall consist of verbal, written, graphic or physical conduct relating to an individual's race, color, national origin/ethnicity, gender, age, disability, sexual orientation, **gender identity, gender expression**, or religion when such conduct:[\[3\]](#)

1. Is sufficiently severe, persistent or pervasive that it affects an individual's ability to perform job functions or creates an intimidating, threatening or abusive work environment.
2. Has the purpose or effect of substantially or unreasonably interfering with an individual's work performance.
3. Otherwise adversely affects an individual's employment opportunities.

For purposes of this policy, sexual harassment shall consist of unwelcome sexual advances; requests for sexual favors; and other inappropriate verbal, written, graphic or physical conduct of a sexual nature when:[\[4\]](#)

1. Acceptance of such conduct is made, explicitly or implicitly, a term or condition of an individual's continued employment.
2. Submission to or rejection of such conduct is the basis for employment decisions affecting the individual.
3. Such conduct is sufficiently severe, persistent or pervasive that it has the purpose or effect of substantially interfering with the employee's job performance or creating an intimidating, hostile or offensive working environment.

Examples of conduct that may constitute sexual harassment include but are not limited to sexual flirtations, advances, touching or propositions; verbal abuse of a sexual nature; graphic or suggestive comments about an individual's dress or body; sexually degrading words to describe an individual; jokes; pin-ups; calendars; objects; graffiti; vulgar statements; abusive language; innuendoes; references to sexual activities; overt sexual conduct; or any conduct that has the effect of unreasonably interfering with an employee's ability to work or creates an intimidating, hostile or offensive working environment.

Delegation of Responsibility

In order to maintain a work environment that discourages and prohibits unlawful harassment, the Board designates the Superintendent or designee as the district's Compliance Officer.[\[5\]](#)

The Compliance Officer shall publish and disseminate this policy and the complaint procedure at least annually to students, parents/guardians, employees, independent contractors, vendors, and the public. The publication shall include the position, office address and telephone number of the Compliance Officer.

The administration shall be responsible to provide training for students and employees regarding all aspects of unlawful harassment.

Each staff member shall be responsible to maintain a working environment free from all forms of unlawful harassment.

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

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, a sample of such form is found in the Attachment, but oral complaints shall be acceptable.

Step 2 – Investigation

Upon receiving a complaint of unlawful harassment, 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.

The 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.

If it is concluded that an employee has knowingly made a false complaint under this policy, such employee shall be subject to disciplinary action, including termination.[6][7][8]

Appeal Procedure

1. If the complainant is not satisfied with a finding of no violation of 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.
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.

[448-Attach.doc \(24 KB\)](#)

Last Modified by Nitza Yerger on April 10, 2015

32. *Board Policy Number 548 – Unlawful Harassment, Support Employees – Third Reading*

INFORMATION:

The current Board Policy Number 548 – Unlawful Harassment, Support Employees has been presented and reviewed at the March 16, 2015 and April 13, 2015, Board Human Resources Committee Meetings.

RECOMMENDATION:

That the Board of School Directors approves the attached Board Policy Number 548 – Unlawful Harassment, Support Employees.



Book	Policy Manual
Section	500 Support Employees
Title	Unlawful Harassment
Number	548
Status	
Legal	1. 42 U.S.C. 2000e et seq 2. 20 U.S.C. 1681 3. 29 CFR 1606.8 4. 29 CFR 1604.11 5. Pol. 103 6. Pol. 317 7. Pol. 417 8. Pol. 517
Adopted	November 15, 2004
Last Reviewed	April 13, 2015

Purpose

The Board strives to provide a safe, positive working climate for its employees. Therefore, it shall be the policy of the district to maintain an employment environment in which harassment in any form is not tolerated.

Authority

The Board prohibits all forms of unlawful harassment of employees and third parties by all district students and staff members, contracted individuals, vendors, volunteers, and third parties in the schools. The Board encourages employees and third parties who have been harassed to promptly report such incidents to the designated administrators.[\[1\]\[2\]](#)

The Board directs that complaints of harassment 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 harassment.

Definitions

For purposes of this policy, harassment shall consist of verbal, written, graphic or physical conduct relating to an individual's race, color, national origin/ethnicity, gender, age, disability, sexual orientation, **gender identity, gender expression**, or religion when such conduct:[\[3\]](#)

1. Is sufficiently severe, persistent or pervasive that it affects an individual's ability to perform job functions or creates an intimidating, threatening or abusive work environment.
2. Has the purpose or effect of substantially or unreasonably interfering with an individual's work performance.
3. Otherwise adversely affects an individual's employment opportunities.

For purposes of this policy, sexual harassment shall consist of unwelcome sexual advances; requests for sexual favors; and other inappropriate verbal, written, graphic or physical conduct of a sexual nature when:[\[4\]](#)

1. Acceptance of such conduct is made, explicitly or implicitly, a term or condition of an individual's continued employment.
2. Submission to or rejection of such conduct is the basis for employment decisions affecting the individual.
3. Such conduct is sufficiently severe, persistent or pervasive that it has the purpose or effect of substantially interfering with the employee's job performance or creating an intimidating, hostile or offensive working environment.

Examples of conduct that may constitute sexual harassment include but are not limited to sexual flirtations, advances, touching or propositions; verbal abuse of a sexual nature; graphic or suggestive comments about an individual's dress or body; sexually degrading words to describe an individual; jokes; pin-ups; calendars; objects; graffiti; vulgar statements; abusive language; innuendoes; references to sexual activities; overt sexual conduct; or any conduct that has the effect of unreasonably interfering with an employee's ability to work or creates an intimidating, hostile or offensive working environment.

Delegation of Responsibility

In order to maintain a work environment that discourages and prohibits unlawful harassment, the Board designates the Superintendent or designee as the district's Compliance Officer.[\[5\]](#)

The Compliance Officer shall publish and disseminate this policy and the complaint procedure at least annually to students, parents/guardians, employees, independent contractors, vendors, and the public. The publication shall include the position, office address and telephone number of the Compliance Officer.

The administration shall be responsible to provide training for students and employees regarding all aspects of unlawful harassment.

Each staff member shall be responsible to maintain a working environment free from all forms of unlawful harassment.

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

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, a sample of such form is found in the Attachment, but oral complaints shall be acceptable.

Step 2 – Investigation

Upon receiving a complaint of unlawful harassment, 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.

The 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.

If it is concluded that an employee has knowingly made a false complaint under this policy, such employee shall be subject to disciplinary action, including termination.[6][7][8]

Appeal Procedure

1. If the complainant is not satisfied with a finding of no violation of 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.
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.

[548-Attach.doc \(23 KB\)](#)

Last Modified by Nitza Yerger on April 10, 2015

33. *Act 80 Request*

INFORMATION:

During the 2014-2015 school year, our instructional calendar was 181 days for all students in Grades 1 through 11 and Freedom seniors who are scheduled to graduate on June 4, 2015. The instructional calendar is 180 days for all kindergarten students and Liberty High School seniors who are scheduled to graduate on June 3, 2015. Due to inclement weather, it is necessary to convert teacher in-service days into Act 80 days. An Act 80 approval from the Pennsylvania Department of Education will eliminate any subsidy penalty for grades with less than 180 days of instruction.

This item was reviewed with the Board on April 13, 2015, at the Board Human Resource Committee Meeting.

RECOMMENDATION:

That the administration be authorized to submit an Act 80 Request Application for the 2014-2015 school year to the Pennsylvania Department of Education identifying up to seven scheduled in-service/Act 80 days (8/20/14, 8/21/14, 10/13/14, 11/4/14, 2/13/15, 6/8/15 and 6/9/15) and that our original calendar be revised to reflect up to 187 days.

34. Resignations**RECOMMENDATION:*****A. Administrative***

	NAME	ASSIGNMENT	REASON	EFFECTIVE
1.	Quigney, Kathleen	Freemansburg Principal	Retirement	June 30, 2015

B. Instructional

	NAME	ASSIGNMENT	REASON	EFFECTIVE
1.	D’Emilio, Mary Ann	James Buchanan, Kindergarten Teacher	Retirement	June 9, 2015

C. Noninstructional

	NAME	ASSIGNMENT	REASON	EFFECTIVE
1.	Badura, William S.	Freemansburg C-1 Custodian	Retirement	August 3, 2015
2.	Gattullo, Anthony	Transportation, School Bus Driver	Retirement	June 5, 2015
3.	Kemmerer, Edward	Maintenance M-2 Skilled Maintenance	Retirement	June 5, 2015
4.	Kupinewicz, Donald	Bus Driver	Retirement	May 1, 2015
5.	Lule, Gregorie	Thomas Jefferson Teacher Assistant General Duty Aide	Resignation	June 5, 2015
6.	Snyder, Paul E.	Freemansburg C-2 Head Custodian	Retirement	July 6, 2015

35. *Leaves of Absence***RECOMMENDATION:*****A. Administrative***

	NAME	ASSIGNMENT	REASON	EFFECTIVE
1.	Lynch, Timothy	Hanover Principal	Family Medical Leave of Absence	March 17, 2015, intermittently, until the end of the day on March 17, 2016

B. Instructional

	NAME	ASSIGNMENT	REASON	EFFECTIVE
1.	Beller, Rebecca	Marvine Grade 5 Teacher	Child Rearing Leave of Absence	August 26, 2015, until the end of the 2015- 2016 school year
2.	D’Emilio, Nicole	Liberty English Teacher	Family Medical Leave of Absence	April 28, 2015, until the end of the 2014- 2015 school year
3.	Garger, Amy	Governor Wolf Grade 2 Teacher	Child Rearing Leave of Absence	August 26, 2015, until the end of the 2015- 2016 school year
4.	Kleckner, Jaime	Clearview Grade 1 Teacher	Family Medical Leave of Absence	March 16, 2015, until the end of the 2014- 2015 school year
5.	Skrapits, Arilys	Spring Garden Grade 3 Teacher	Child Rearing Leave of Absence	August 26, 2015, until the end of the 2015- 2016 school year
6.	Weychert, Paula	Fountain Hill Reading Teacher	Family Medical Leave of Absence	March 9, 2015, intermittently, until the end of the 2014-2015 school year
7.	Zoudeh, Nancy	Northeast Mathematics Teacher	Family Medical Leave of Absence	March 5, 2015, until the end of the day on May 1, 2015

35. *Leaves of Absence***RECOMMENDATION:*****C. Noninstructional***

1.	Ferrey, Christine	William Penn C2-Custodian	Family Medical Leave of Absence	February 24, 2015, until the end of the day on March 10, 2015
2.	Krapf, Andrew	Freedom Supplemental Custodian	Family Medical Leave of Absence	March 27, 2015, until the end of the day on April 27, 2015
3.	Smith, Shelly	Application Management Group 0-3 Secretary/Clerk	Family Medical Leave of Absence	May 1, 2015, intermittently, until the end of the day on May 1, 2016

36. *Nominations***RECOMMENDATION:*****A. Instructional***

	NAME	ASSIGNMENT	SALARY	EFFECTIVE
1.	Deussing, Jeffrey	Liberty ESOL/Biology/ Mathematics Teacher <i>Professional Employee</i>	\$69,133 Master's +45, Step 10	August 26, 2015

B. Noninstructional

	NAME	ASSIGNMENT	SALARY	EFFECTIVE
1.	John Romero Jonae Mitchell	Part-time Bus Drivers	\$17.27 per hour	To be determined upon completion of training/testing/ final paperwork
2.	Parks, Shirley	Freedom General Kitchen Help 3.5 hours daily, lunch	\$12.61 per hour	April 21, 2015

36. Nominations**RECOMMENDATION:****C. Miscellaneous**

	NAME	ASSIGNMENT	SALARY
1.		Coaches	
		<i>Liberty</i>	
	Braxmeier, Maria	Assistant Softball (.5)	\$2,108
	Buskirk, Katie	Assistant Softball (.5)	1,790
	Frederick, Lauren	Assistant Softball (.5)	2,108
	Bell, James	Assistant Track (.5)	2,135
	Van Brackle, Mollee	Assistant Softball	Volunteer
		<i>Freedom</i>	
	Reiman, Dean	Head Girls Basketball Coach	\$6,778
			*Pending appropriate paperwork
	Milligan, Devin	Assistant Track and Field	Volunteer
2.		Extracurricular Activity Advisors	
		<i>Broughal</i>	
	Putlock, Amy	Stage Crew	\$290
	Bothwell, Dawn	Yearbook (.5)	391
	Wingerter, Elizabeth	Yearbook (.5)	289
3.	Exceptional students listed on confidential page	Work Experience/Job Training	\$7.25 per hour

D. Substitutes

INSTRUCTIONAL	
Appleby, Melissa	
NONINSTRUCTIONAL	
Reifinger, Karen	

37. Reassignments**RECOMMENDATION:*****A. Noninstructional***

	NAME	FROM/TO	SALARY	EFFECTIVE
1.	Horvath, Pamela	From: East Hills, General Kitchen Help, 3.75 hours daily, lunch To: Northeast, Assistant Satellite Cook, 5.25 hours daily	\$16.09 per hour	April 21, 2015
2.	Klo, Jennifer	From: James Buchanan, (.5) Teacher Assistant To: James Buchanan 1.0 Teacher Assistant, Special Education, 6.75 hours	\$17.41 per hour	March 30, 2015
3.	Spina, Lynn	From: Broughal 0-3, 12 months Secretary/Clerk To: Freedom Athletics 0-3, 10 months Secretary/Clerk	\$16.87 per hour	TBD
4.	Turner, Martha	From: Asa Packer General Kitchen Help, 3 ¼ hours per day, Lunch To: Nitschmann Cook 7 ½ hours per day	\$16.82 per hour	April 21, 2015

37. Reassignments**RECOMMENDATION:*****A. Noninstructional (continued)***

5.	Vanhorn, Edwin	From: Northeast Supplemental Custodian To: Nitschmann C-1 Custodian	\$15.98 per hour	April 22, 2015
----	----------------	--	------------------	----------------

B. Miscellaneous

	NAME	FROM/TO	SALARY	EFFECTIVE
1.	Messa, Andrew	From: Liberty (.5) Assistant Track Coach To: Liberty 1.0 Assistant Track Coach	\$5,026	2014-2015 school year

Budgetary Transfers

RECOMMENDATION:

That the administration be authorized to make budgetary transfers in the General Fund Budget as set forth in the attachment.

April, 2015

Bethlehem Area School District **2014-2015 BUDGET TRANSFES**

<u>FROM ACCOUNT</u>	<u>ACCT DESCRIPTION</u>		<u>TO ACCOUNT</u>	<u>ACCT DESCRIPTION</u>	<u>AMOUNT</u>	<u>REASON/ITEM PURCHASED</u>
10-1241-640-000-20-241-119-410-0000	Learning Spt-Books/Periodicals		10-1100-329-000-20-241-000-410-0000	Instr-Other Prof Ed Svcs	\$ 500.00	Allentown Art Museum
10-1100-894-000-20-200-000-DT0-0000	Instr-Student Fees		10-1100-348-000-10-100-535-DT0-0000	Instr-Tech Svcs	\$ 5,538.00	DIBELS Data System
10-2271-324-000-10-114-000-140-0000	Instr Staff Dev-Registration		10-1100-432-000-10-114-121-140-0000	Instr-Equip Repairs/Maint	\$ 717.00	Instrument Repairs
10-2440-761-000-10-114-000-140-0000	Nursing-Equipment Repl		10-1100-432-000-10-114-121-140-0000	Instr-Equip Repairs/Maint	\$ 200.00	Instrument Repairs
10-2600-751-000-10-105-000-050-0000	Facilities-Equipment		10-1100-550-000-10-105-000-050-0000	Instr-Printing/Binding	\$ 728.32	Printing Journals
10-2380-810-000-10-109-000-090-0000	Principal-Dues & Fees		10-1100-550-000-10-109-000-090-0000	Instr-Printing/Binding	\$ 550.00	Printing Journals
10-1100-332-000-10-109-000-090-0000	Instr- Teacher Subs		10-1100-550-000-10-109-000-090-0000	Instr-Printing/Binding	\$ 724.32	Printing Journals
10-2271-324-000-10-114-000-140-0000	Instr Staff Dev-Registration		10-1100-550-000-10-114-000-140-0000	Instr-Printing/Binding	\$ 1,679.86	Printing Journals
10-2380-757-000-10-105-535-050-0000	Principal-Equip New Tech		10-1100-640-000-10-105-150-050-0000	Instr-Books/Periodicals Lang Arts	\$ 1,409.24	Scholastic Subscriptions
10-2380-757-000-10-105-535-050-0000	Principal-Equip New Tech		10-1100-640-000-10-105-170-050-0000	Instr-Books/Periodicals Math	\$ 35.07	Grade 2 Math Books
10-1100-123-000-00-000-000-DT0-0000	Instr-Teacher Extra Duty		10-1100-640-000-30-350-180-DT0-0000	Instr-Books/Periodicals Science	\$ 18,664.61	Chemistry Books
10-1100-123-000-00-000-000-DT0-0000	Instr-Teacher Extra Duty		10-1100-640-000-30-353-180-DT0-0000	Instr-Books/Periodicals Science	\$ 4,335.39	Chemistry Books
10-1100-220-000-00-000-000-DT0-0000	Instr-FICA		10-1100-640-000-30-353-180-DT0-0000	Instr-Books/Periodicals Science	\$ 1,759.50	Chemistry Books
10-1100-230-000-00-000-000-DT0-0000	Instr-Retirement		10-1100-640-000-30-353-180-DT0-0000	Instr-Books/Periodicals Science	\$ 4,922.00	Chemistry Books
10-1100-432-000-00-000-000-DT0-0000	Instr-Equip Repairs/Maint		10-1100-640-000-30-353-180-DT0-0000	Instr-Books/Periodicals Science	\$ 3,213.02	Chemistry Books
10-2836-324-000-00-000--000-DT0-0000	Staff Dev Non Inst-Registration		10-1100-640-000-30-353-180-DT0-0000	Instr-Books/Periodicals Science	\$ 656.66	Chemistry Books
10-2836-581-000-00-000--000-DT0-0000	Staff Dev Non Inst-Travel		10-1100-640-000-30-353-180-DT0-0000	Instr-Books/Periodicals Science	\$ 1,000.00	Chemistry Books
10-2380-757-000-10-105-535-050-0000	Principal-Equip New Tech		10-1100-650-000-10-105-535-050-0000	Instr-Tech Supplies	\$ 309.98	Read 180 Headsets
10-1100-894-000-20-200-000-DT0-0000	Instr-Student Fees		10-1100-650-222-30-300-170-DT0-0000	Instr-Tech Supplies Ready to Learn	\$ 4,282.55	Math 180 License
10-2834-581-000-00-000-000-DT0-0000	Staff Dev Non Inst Cert-Travel		10-1100-650-222-30-300-170-DT0-0000	Instr-Tech Supplies Ready to Learn	\$ 999.81	Math 180 License
10-1100-432-000-00-000-000-DT0-0000	Instr-Equip Repairs/Maint		10-1100-650-222-30-350-535-DT0-0000	Instr-Tech Supplies Ready to Learn	\$ 6,786.98	Study Island
10-2834-581-000-00-000-000-DT0-0000	Staff Dev Non Inst Cert-Travel		10-1100-650-222-30-350-535-DT0-0000	Instr-Tech Supplies Ready to Learn	\$ 10,134.68	Study Island
10-2380-610-000-30-353-000-530-0000	Principal-General Supplies		10-1100-751-000-30-353-170-530-0000	Instr-Equipment	\$ 2,071.00	TI-84 Plus Calculators
10-2380-610-000-10-109-000-090-0000	Principal-General Supplies		10-1100-757-000-10-109-535-090-0000	Instr-Equip New Tech	\$ 1,041.41	Projectors & Doc Cameras

April, 2015

Bethlehem Area School District 2014-2015 BUDGET TRANSFES

10-2440-610-000-10-109-000-090-0000	Nursing-General Supplies	10-1100-757-000-10-109-535-090-0000	Instr-Equip New Tech	\$ 150.00	Projectors & Doc Cameras
10-2600-610-000-10-109-000-090-0000	Facilities- General Supplies	10-1100-757-000-10-109-535-090-0000	Instr-Equip New Tech	\$ 250.00	Projectors & Doc Cameras
10-2834-580-000-10-109-000-090-0000	Staff Dev Non Instr Cert-Travel	10-1100-757-000-10-109-535-090-0000	Instr-Equip New Tech	\$ 426.00	Projectors & Doc Cameras
10-1100-610-000-10-109-115-090-0000	Instr-Paper Supplies	10-1100-757-000-10-109-535-090-0000	Instr-Equip New Tech	\$ 616.91	Projectors & Doc Cameras
10-2271-610-000-10-126-000-260-0000	Instr Staff Dev-Supplies	10-1100-757-000-10-126-535-260-0000	Instr- Equip New Tech	\$ 250.00	Projectors
10-2271-581-000-10-126-000-260-0000	Instr Staff Dev Travel	10-1100-757-000-10-126-535-260-0000	Instr- Equip New Tech	\$ 250.00	Projectors
10-2271-324-000-10-126-000-260-0000	Instr Staff Dev-Registration	10-1100-757-000-10-126-535-260-0000	Instr- Equip New Tech	\$433.20	Projectors
10-1350-432-000-30-300-000-DT0-0000	Industrial Arts-Equip Repairs/Maint	10-1100-757-222-10-105-535-DT0-0000	Instr- Equip New Tech Ready to Learn	\$ 1,520.36	Chromebooks & carts
10-2260-640-000-00-000-000-DT0-0000	C & I- Books/Periodicals	10-1100-757-222-10-105-535-DT0-0000	Instr- Equip New Tech Ready to Learn	\$ 1,374.94	Chromebooks & carts
10-2260-810-000-00-000-000-DT0-0000	C & I-Dues & Fees	10-1100-757-222-10-105-535-DT0-0000	Instr- Equip New Tech Ready to Learn	\$ 2,430.00	Chromebooks & carts
10-1100-894-000-20-200-000-DT0-0000	Instr-Student Fees	10-1100-757-222-10-109-535-DT0-0000	Instr- Equip New Tech Ready to Learn	\$ 5,244.66	Chromebooks & carts
10-1350-432-000-30-300-000-DT0-0000	Industrial Arts-Equip Repairs/Maint	10-1100-757-222-10-109-535-DT0-0000	Instr- Equip New Tech Ready to Learn	\$ 2,479.64	Projectors
10-1241-610-000-10-100-119-LF0-0000	Learning Spt-General Supplies	10-1233-751-891-20-244-119-000-0000	Autistic-Equipment	1 \$ 3,520.00	NOVA Chat Equipment
10-5900-840-290-00-000-000-000-0000	Budgetary Reserve-Contingency	10-1420-640-165-20-240-000-000-0000	Summer School-Books/Periodicals	2 \$ 411.90	Habits of Highly Eff Teens
10-2380-757-000-10-105-535-050-0000	Principal-Equip New Tech	10-1450-513-000-10-105-000-050-0000	After School-Contracted Svcs	\$ 500.00	After School Program
10-2170-751-000-00-000-000-CD0-0000	Student Acct-Equipment	10-2170-550-000-00-000-000-CD0-0000	Student Acct-Printing/Binding	\$ 500.00	Printing & Binding
10-2170-751-000-00-000-000-CD0-0000	Student Acct-Equipment	10-2170-610-000-00-000-000-CD0-0000	Student Acct-General Supplies	\$ 3,450.00	Student Guidance Folders
10-2120-330-000-30-300-000-DT0-0000	Guidance-Other Prof Svc	10-2240-751-000-00-000-535-DT0-0000	Cmptr Asst Instr-Equipment	\$ 1,920.00	Desk, Chairs & Table
10-2120-330-000-30-300-000-DT0-0000	Guidance-Other Prof Svc	10-2250-751-000-20-242-000-DT0-0000	Library-Equipment	\$ 111.00	DMI Center Drawer
10-5900-840-290-00-000-000-000-0000	Budget Reserve-Other Funds	10-2260-330-222-20-200-000-DT0-0000	C & I-Prof Svcs	\$32,143.57	Hybrid Learning Consulting
10-5900-840-290-00-000-000-000-0000	Budget Reserve-Other Funds	10-2260-330-421-20-200-000-DT0-0000	C & I-Prof Svcs	\$27,189.76	Hybrid Learning Consulting
10-2834-324-000-30-353-000-530-0000	Staff Dev Non Inst-Cert-Registration	10-2271-324-000-30-353-000-530-0000	Instr Staff Dev-Registration	\$ 20.00	Tech & Innovator Networking
10-2834-324-000-30-353-000-530-0000	Staff Dev Non Inst-Cert-Registration	10-2271-332-000-30-353-000-530-0000	Instr Staff Dev-Registration	\$ 128.00	Tech & Innovator Networking
10-1100-894-000-20-200-000-DT0-0000	Instr-Student Fees	10-2271-581-000-00-000-000-DT0-0000	Staff Dev-Travel	\$ 494.27	Advance Placement Training
10-2271-635-000-00-000-000-DT0-0000	Staff Dev-Meals/Refreshments	10-2271-581-000-30-300-PLW-DT0-0000	Staff Dev-Travel	\$ 3,040.00	Project Lead The Way

April, 2015

Bethlehem Area School District 2014-2015 BUDGET TRANSFES

10-2271-635-000-00-000-000-DT0-0000	Staff Dev-Meals/Refreshments	10-2271-581-000-30-350-000-DT0-0000	Staff Dev-Travel	\$ 1,332.15	Advance Placement Training
10-2834-324-000-30-353-000-530-0000	Staff Dev Non Inst-Cert-Registration	10-2271-581-000-30-353-000-530-0000	Instr Staff Dev-Travel	\$ 23.00	Tech & Innovator Networking
10-1100-894-000-20-200-000-DT0-0000	Instr-Student Fees	10-2271-581-000-30-353-000-DT0-0000	Instr Staff Dev-Travel	\$ 550.14	Advance Placement Training
10-2120-330-000-30-300-000-DT0-0000	Guidance-Other Prof Svc	10-2271-581-000-30-353-000-DT0-0000	Instr Staff Dev-Travel	\$ 1,246.92	Advance Placement Training
10-1100-894-000-20-200-000-DT0-0000	Instr-Student Fees	10-2271-581-000-30-353-PLW-DT0-0000	Instr Staff Dev-Travel	\$ 329.46	Project Lead The Way
10-1100-894-000-20-200-000-DT0-0000	Instr-Student Fees	10-2380-330-000-20-240-000-DT0-0000	Principal-Other Prof Svcs	\$ 492.06	Admin Data Analysis
10-2260-640-000-00-000-000-DT0-0000	C & I- Books/Periodicals	10-2380-330-000-20-240-000-DT0-0000	Principal-Other Prof Svcs	\$ 1,174.61	Admin Data Analysis
10-2836-324-000-00-000--000-DT0-0000	Staff Dev Non Inst-Registration	10-2380-330-000-20-240-000-DT0-0000	Principal-Other Prof Svcs	\$ 3,333.34	Admin Data Analysis
10-2380-610-000-30-353-000-530-0000	Principal-General Supplies	10-2380-530-000-30-353-000-530-0000	Principal-Communications	\$ 1,538.70	Postage Envelopes
10-2271-324-000-10-126-000-260-0000	Instr Staff Dev-Registration	10-2380-610-000-10-126-000-260-0000	Principal-General Supplies	\$ 116.80	Chair mat
10-1100-332-000-00-000-000-000-0000	Instr-Substitute Teachers	10-2500-330-000-00-000-000-GA0-0000	Business-Other Prof Svcs	\$ 10,000.00	Interim Business Services
10-1100-757-000-20-241-535-410-0000	Instr-Equip New Tech	10-2660-751-000-20-241-000-410-0000	Security-Equipment	\$ 114.00	2-Way Radios
10-2740-610-000-00-000-670-NT0-0000	Vehicle Maint-Repair Parts	10-2720-810-000-00-000-000-NT0-0000	Vehicle Operations-Dues & Fees	3 \$ 1,515.00	Fuel Tank Indemnification
10-2834-324-000-00-000--000-DT0-0000	Staff Dev Non Inst Cert-Registration	10-2818-757-000-10-100-535-DT0-0000	Sys-Wide Tech Svc-Equip New Tech	\$22,251.00	Wireless Access Points-Envision Math
10-2834-581-000-00-000-000-DT0-0000	Staff Dev Non Inst Cert-Travel	10-2818-757-000-10-100-535-DT0-0000	Sys-Wide Tech Svc-Equip New Tech	\$ 1,433.73	Wireless Access Points-Envision Math
10-2836-324-000-00-000-535-TEN-0000	Staff Dev Non Inst-Registration	10-2836-581-000-00-000-535-TEN-0000	Staff Dev Non Inst-Travel	\$ 400.00	CTO Clinic
10-2380-757-000-10-105-535-050-0000	Principal-Equip New Tech	10-3210-513-000-10-105-000-050-0000	Student Act-Contracted Svcs	\$ 1,645.75	Field Trips
10-1241-640-000-20-241-119-410-0000	Learning Spt-Books/Periodicals	10-3210-582-000-20-241-000-410-0000	Student Act-Field Trip	\$ 269.68	8th grade NYC Trip
10-3210-810-000-30-350-000-500-0000	Student Act-Dues & Fees	10-3210-582-000-30-350-000-500-0000	Student Act-Travel	\$ 2,622.03	Rose Bowl
10-1100-610-000-00-000-000-AE0-0000	Instr-General Supplies	10-3210-627-000-10-102-000-AE0-0000	Student Activity-Diesel	\$ 23.10	Tree Decorating
10-1100-610-000-00-000-000-AE0-0000	Instr-General Supplies	10-3210-627-000-10-114-000-AE0-0000	Student Activity-Diesel	\$ 21.32	Tree Decorating
10-1100-610-000-00-000-000-AE0-0000	Instr-General Supplies	10-3210-627-000-30-350-000-AE0-0000	Student Activity-Diesel	\$ 175.35	DECA
10-2600-751-000-10-105-000-050-0000	Facilities-Equipment	10-3210-894-000-10-105-000-050-0000	Student Act-Dues & Fees	\$ 185.00	PSBA Leadership
10-1243-610-000-20-200-119-LF0-0000	Gifted-General Supplies	10-3210-894-000-20-244-119-LF0-0000	Gifted-Student Fees	\$ 275.00	Nat'l History Day State Competition
10-1243-610-000-20-200-119-LF0-0000	Gifted-General Supplies	10-3210-894-000-20-244-119-LF0-0000	Student Act-Fees	\$ 563.23	Nat'l History Day State Competition

April, 2015

**Bethlehem Area School District
2014-2015 BUDGET TRANSFES**

10-3300-330-000-10-100-000-DT0-0000	Community Svcs-Other Prof Svcs		10-3300-610-000-10-129-330-DT0-0000	Community Svcs-Supplies	4	\$ 351.56	Back to School Night
10-3300-330-000-10-100-000-DT0-0000	Community Svcs-Other Prof Svcs		10-3300-635-000-10-100-049-DT0-0000	Community Svcs-Meals/Refreshments	4	\$ 100.00	Community Schools
10-3300-330-000-10-100-000-DT0-0000	Community Svcs-Other Prof Svcs		10-3300-635-000-10-129-330-DT0-0000	Community Svcs-Meals/Refreshments		\$ 141.55	Community Schools Snacks

Treasurer's Reports

RECOMMENDATION:

That the Board of School Directors approves the attached Treasurer's Reports.

**Bethlehem Area School District
Treasurer's Report
March 31, 2015**

Fund	Beginning Balance February 28, 2015	Receipts	Disbursements	Ending Balance March 31, 2015
10 - General	21,920,934.49	21,268,415.96	23,014,508.14	20,174,842.31
32 - Capital Reserve	11,154.80	2,000,178.49	61,331.05	1,950,002.24
30 - Bond Fund	25,494.73	0.63	-	25,495.36
50 - Food Service	440,799.39	255,586.91	545,713.58	150,672.72
52 - Daycare	985,987.30	481,874.62	234,596.71	1,233,265.21
70 - Scholarships	259,424.98	5,476.37	-	264,901.35
71 - Self Insurance	6,086,083.14	2,469,291.54	2,250,213.36	6,305,161.32
81 - Student Activity	716,216.61	116,082.93	105,605.65	726,693.89
	\$ 30,446,095.44	\$ 26,596,907.45	\$ 26,211,968.49	\$ 30,831,034.40

Summary of Receipts									
	10 - General	32 - Capital Reserve	30 - Bond Fund	50 - Food Services	52 - Day Care	70 - Scholarship	71 - Self Insurance	81 - Student Activity	Total
Federal	336,539.05	-	-	20,187.20	-	-	-	-	356,726.25
State	4,535,482.34	-	-	-	67,109.00	-	-	-	4,602,591.34
Local*	16,390,612.62	2,000,000.00	-	235,392.29	414,742.31	5,470.00	2,468,786.80	116,067.88	21,631,071.90
Interest Earned	5,781.95	178.49	0.63	7.42	23.31	6.37	504.74	15.05	6,517.96
Total	21,268,415.96	2,000,178.49	0.63	255,586.91	481,874.62	5,476.37	2,469,291.54	116,082.93	\$ 26,596,907.45

	Summary of Disbursements								
	10 - General	32 - Capital Reserve	30 - Bond Fund	50 - Food Services	52 - Day Care	70 - Scholarship	71 - Self Insurance	81 - Student Activity	Total
Payroll/Benefits	11,301,802.19	-	-	214,572.79	207,250.15	-	-	-	11,723,625.13
Operating Expenditures**	10,938,915.01	61,331.05	-	331,140.79	27,346.56	-	2,250,213.36	105,605.65	13,714,552.42
Debt Service	773,790.94	-	-	-	-	-	-	-	773,790.94
Total	23,014,508.14	61,331.05	-	545,713.58	234,596.71	-	2,250,213.36	105,605.65	\$ 26,211,968.49

*Maturity of \$13.95M in CDs in General Fund

Report of Depositories							
	Wells Fargo	PSDLAF	PA INVEST	PLGIT	KNBT	BTFCU	Total
10 - General	25,517.55	15,517,489.17	2,209,763.71	2,422,071.88			20,174,842.31
32 - Capital Reserve		1,950,002.24					1,950,002.24
30 - Bond Fund		25,495.36					25,495.36
50 - Food Service		150,672.72					150,672.72
52 - Daycare		1,233,265.21					1,233,265.21
70 - Scholarships		264,901.35					264,901.35
71 - Self Insurance		6,305,161.32					6,305,161.32
81 - Student Activity		632,518.35			94,175.54		726,693.89
	25,517.55	26,079,505.72	2,209,763.71	2,422,071.88	94,175.54	-	\$ 30,831,034.40

This report represents the monthly cash balances and transactions by fund as represented in the various bank accounts. Budgetary position is not reflected here but on the Condition of the Budget Report where fiscal year position and encumbrances are shown.

**Outstanding Investment Summary
March 31, 2015**

<u>Fund</u>	<u>Bank or Institution</u>	<u>Type</u>	<u>Purchase Date</u> <i>Beginning Balance February 28, 2015</i>	<u>Maturity Date</u>	<u>Investment Term</u>	<u>Principal Invested</u>	<u>Par Value</u>	<u>Interest Rate</u>	<u>Market Yield</u>	<u>Interest Receivable</u>
						<i>Ending Balance March 31, 2015</i>				
General	PSDLAF	CD PSDLAF Collateralized CD Pool Term	03/24/15	06/23/15	91	\$52,050,000.00	\$52,050,000.00	0.100%		\$12,976.85
	PSDLAF	CD PSDLAF Collateralized CD Pool Term	09/25/14	06/30/15	278	\$5,000,000.00	\$5,000,000.00	0.200%		\$7,616.44
General Fund Total						<u>\$57,050,000.00</u>	<u>\$57,050,000.00</u>			<u>\$20,593.29</u>
Capital Reserve	PSDLAF	CD PSDLAF Collateralized CD Pool Term	03/24/15	06/23/15	91	\$2,095,000.00	\$2,095,000.00	0.100%		\$522.32
Capital Reserve Total						<u>\$2,095,000.00</u>	<u>\$2,095,000.00</u>			<u>\$522.32</u>
Self-Insurance	PSDLAF	CD PSDLAF Collateralized CD Pool Term	03/24/15	06/23/15	91	\$4,500,000.00	\$4,500,000.00	0.100%		\$1,121.92
Self-Insurance Total						<u>\$4,500,000.00</u>	<u>\$4,500,000.00</u>			<u>\$1,121.92</u>

Monthly Bills

RECOMMENDATION:

That the bills, which have been reviewed as to correctness by the appropriate business office staff and verified by the Treasurer, be approved for payment. A copy of the bill list is available in the Business Office of the Education Center, 1516 Sycamore Street, Bethlehem, Pennsylvania, for review.

Budget Information

INFORMATION:

Presented for information is the statement of the Condition of the Budget by major accounts.

Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
1100 INSTRUCTION - REG PROG ELEM/SECONDARY						
100 SALARY	49,104,758.07	3,875,682.89	29,058,331.58	0.00	59.17	20,046,426.49
200 EMPLOYEE BENEFITS	31,006,310.38	1,762,724.56	19,145,454.55	0.00	61.74	11,860,855.83
300 PURCHASED PROF & TECH	1,482,198.35	426,040.35	1,816,150.24	0.00	122.53 **	-333,951.89
400 PURCHASED PROPERTY SVC	300,058.00	1,738.89	170,911.86	9,540.25	60.13	119,605.89
500 OTHER PURCHASED SVCS	16,861,130.65	1,189,383.94	10,693,458.29	0.00	63.42	6,167,672.36
600 SUPPLIES	1,869,566.65	112,721.30	1,726,248.49	15,294.93	93.15	128,023.23
700 PROPERTY	313,991.84	7,988.69	302,329.59	11,613.08	99.98	49.17
800 OTHER OBJECTS	43,143.00	25.00	15,329.00	53.00	35.65	27,761.00
Total	100,981,156.94	7,376,305.62	62,928,213.60	36,501.26	62.35	38,016,442.08
IU 20 Partial Hosp. cost recorded to 1100-322 temporarily until end of yr when actual expenses will be reconciled to actual accts based on student attendance/participation.						
1200 INSTRUCTION - SPEC PROG ELEMEN/SECOND						
100 SALARY	11,057,588.00	819,963.41	6,402,120.75	0.00	57.89	4,655,467.25
200 EMPLOYEE BENEFITS	6,885,169.00	535,099.45	4,558,626.62	0.00	66.20	2,326,542.38
300 PURCHASED PROF & TECH	7,085,778.61	453,915.01	2,922,826.61	0.00	41.24	4,162,952.00
400 PURCHASED PROPERTY SVC	15,535.00	85.00	9,392.77	157.39	61.47	5,984.84
500 OTHER PURCHASED SVCS	3,702,427.00	442,532.18	2,912,739.53	450.00	78.68	789,237.47
600 SUPPLIES	161,247.25	3,147.46	41,410.37	4,649.35	28.56	115,187.53
700 PROPERTY	22,865.62	5,468.00	14,215.55	9,921.12	105.55 (1)	-1,271.05
800 OTHER OBJECTS	18,500.00	300.00	1,195.00	0.00	6.45	17,305.00
Total	28,949,110.48	2,260,510.51	16,862,527.20	15,177.86	58.30	12,071,405.42
1300 INSTRUCTION - VOCATIONAL EDUCATION						
100 SALARY	2,805,171.00	194,575.50	1,454,149.95	0.00	51.83	1,351,021.05
200 EMPLOYEE BENEFITS	1,473,773.00	106,735.48	891,574.13	0.00	60.49	582,198.87
300 PURCHASED PROF & TECH	41,296.00	4,908.80	26,039.04	0.00	63.05	15,256.96
400 PURCHASED PROPERTY SVC	16,000.45	80.50	10,290.54	0.00	64.31	5,709.91
500 OTHER PURCHASED SVCS	6,673,562.00	317,595.44	5,241,019.55	1,428,876.00	99.94	3,666.45
600 SUPPLIES	65,442.99	2,007.66	53,654.83	10,303.44	97.73	1,484.72
700 PROPERTY	6,089.52	1,055.00	5,719.99	0.00	93.93	369.53
Total	11,081,334.96	626,958.38	7,682,448.03	1,439,179.44	82.31	1,959,707.49

Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
1400 INSTRUCTION - OTHER INSTRUCTION PROG						
100 SALARY	375,089.40	16,436.09	301,723.12	0.00	80.44	73,366.28
200 EMPLOYEE BENEFITS	93,252.64	4,753.51	86,722.34	0.00	92.99	6,530.30
300 PURCHASED PROF & TECH	1,747,368.00	309,366.76	1,139,695.91	0.00	65.22	607,672.09
400 PURCHASED PROPERTY SVC	0.00	0.00	0.00	0.00	0.00	0.00
500 OTHER PURCHASED SVCS	521,013.85	30,328.90	175,685.96	0.00	33.72	345,327.89
600 SUPPLIES	4,238.05	275.13	3,825.63	446.00	100.79 (2)	-33.58
700 PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
800 OTHER OBJECTS	4,705.00	0.00	4,705.00	0.00	100.00	0.00
Total	2,745,666.94	361,160.39	1,712,357.96	446.00	62.38	1,032,862.98
1500 INSTRUCTION - NONPUBLIC SCHOOL PGMS						
100 SALARY	21,950.00	1,458.49	12,376.97	0.00	56.38	9,573.03
200 EMPLOYEE BENEFITS	6,554.00	426.19	3,618.10	0.00	55.20	2,935.90
300 PURCHASED PROF & TECH	0.00	0.00	0.00	0.00	0.00	0.00
600 SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
700 PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
Total	28,504.00	1,884.68	15,995.07	0.00	56.11	12,508.93
1600 INSTRUCTION - ADULT EDUCATION PROGRAM						
100 SALARY	0.00	0.00	0.00	0.00	0.00	0.00
200 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00
300 PURCHASED PROF & TECH	0.00	0.00	0.00	0.00	0.00	0.00
500 OTHER PURCHASED SVCS	0.00	0.00	0.00	0.00	0.00	0.00
600 SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00	0.00
1700 INSTRUCTION - COMMUNITY/JR COLLEGE ED						
500 OTHER PURCHASED SVCS	2,294,708.00	186,129.41	1,736,319.69	558,388.31	100.00	0.00
600 SUPPLIES	1,000.00	0.00	0.00	0.00	0.00	1,000.00
Total	2,295,708.00	186,129.41	1,736,319.69	558,388.31	99.95	1,000.00

Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
1800 INSTRUCTION - PRE-K						
100 SALARY	368,912.00	26,273.95	219,829.85	0.00	59.58	149,082.15
200 EMPLOYEE BENEFITS	263,442.08	19,305.32	177,067.14	0.00	67.21	86,374.94
300 PURCHASED PROF & TECH	7,950.00	1,836.80	7,065.60	0.00	88.87	884.40
400 PURCHASED PROPERTY SVC	423.12	0.00	423.12	0.00	100.00	0.00
500 OTHER PURCHASED SVCS	6,873.15	81.62	521.69	0.00	7.59	6,351.46
600 SUPPLIES	21,891.19	89.00	9,129.32	985.33	46.20	11,776.54
700 PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
800 OTHER OBJECTS	3,192.85	0.00	1,553.85	0.00	48.66	1,639.00
Total	672,684.39	47,586.69	415,590.57	985.33	61.92	256,108.49

Function 1000 - INSTRUCTION						
Total Expenditure	146,754,165.71	10,860,535.68	91,353,452.12	2,050,678.20	63.64	53,350,035.39
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
	146,754,165.71	10,860,535.68	91,353,452.12	2,050,678.20	63.64	53,350,035.39

Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
2100 SUPPORT SERVICES - SUPPORT SVCS-STUDENTS						
100 SALARY	5,447,168.00	398,459.40	3,230,945.60	0.00	59.31	2,216,222.40
200 EMPLOYEE BENEFITS	3,011,769.00	224,226.86	1,954,513.01	0.00	64.89	1,057,255.99
300 PURCHASED PROF & TECH	279,771.00	22,476.60	72,849.83	0.00	26.03	206,921.17
400 PURCHASED PROPERTY SVC	16,491.00	0.00	10,836.95	0.00	65.71	5,654.05
500 OTHER PURCHASED SVCS	10,563.00	1,214.37	4,906.68	0.00	46.45	5,656.32
600 SUPPLIES	131,306.57	2,070.39	57,941.55	0.00	44.12	73,365.02
700 PROPERTY	6,959.95	0.00	1,589.00	359.95	28.00	5,011.00
800 OTHER OBJECTS	18,540.00	0.00	10,299.34	0.00	55.55	8,240.66
Total	8,922,568.52	648,447.62	5,343,881.96	359.95	59.89	3,578,326.61
2200 SUPPORT SERVICES - SUPPORT SERVICES-INSTRU						
100 SALARY	3,524,395.00	283,181.20	2,407,792.72	0.00	68.31	1,116,602.28
200 EMPLOYEE BENEFITS	1,963,523.00	156,515.26	1,358,103.84	0.00	69.16	605,419.16
300 PURCHASED PROF & TECH	436,001.90	30,543.06	418,801.96	0.00	96.05	17,199.94
400 PURCHASED PROPERTY SVC	16,457.00	527.00	13,985.91	0.00	84.98	2,471.09
500 OTHER PURCHASED SVCS	24,496.63	2,073.79	19,584.74	0.00	79.94	4,911.89
600 SUPPLIES	322,283.57	13,498.72	252,509.67	17,523.68	83.78	52,250.22
700 PROPERTY	19,342.20	0.00	7,374.56	0.00	38.12	11,967.64
800 OTHER OBJECTS	14,605.00	110.00	9,374.00	0.00	64.18	5,231.00
Total	6,321,104.30	486,449.03	4,487,527.40	17,523.68	71.27	1,816,053.22
2300 SUPPORT SERVICES - SUPPORT SERVICES-ADMIN						
100 SALARY	5,966,764.00	463,033.53	4,318,035.16	0.00	72.36	1,648,728.84
200 EMPLOYEE BENEFITS	3,113,020.00	243,876.71	2,239,888.81	0.00	71.95	873,131.19
300 PURCHASED PROF & TECH	1,365,813.00	102,934.14	553,136.70	0.00	40.49	812,676.30
400 PURCHASED PROPERTY SVC	153,875.00	18,885.66	87,918.57	575.00	57.51	65,381.43
500 OTHER PURCHASED SVCS	161,058.53	25,832.03	157,382.00	1,479.80	98.63	2,196.73
600 SUPPLIES	53,870.12	3,146.15	39,630.46	610.79	74.70	13,628.87
700 PROPERTY	14,441.80	0.00	7,928.16	950.53	61.47	5,563.11
800 OTHER OBJECTS	239,184.71	224.00	230,294.22	0.00	96.28	8,890.49

Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

Account Description		Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
Total		11,068,027.16	857,932.22	7,634,214.08	3,616.12	69.00	3,430,196.96
2400	SUPPORT SERVICES - SUPP SVC-PUBLIC HEALTH						
100	SALARY	1,287,342.00	90,109.42	718,812.48	0.00	55.83	568,529.52
200	EMPLOYEE BENEFITS	873,618.00	65,884.14	573,323.38	0.00	65.62	300,294.62
300	PURCHASED PROF & TECH	20,872.00	609.00	7,879.00	0.00	37.74	12,993.00
400	PURCHASED PROPERTY SVC	3,946.00	0.00	869.33	0.00	22.03	3,076.67
500	OTHER PURCHASED SVCS	10,800.00	6,250.47	8,345.00	0.00	77.26	2,455.00
600	SUPPLIES	33,231.97	77.50	12,633.74	2,533.50	45.64	18,064.73
700	PROPERTY	9,700.00	0.00	664.02	1,022.67	17.38	8,013.31
800	OTHER OBJECTS	925.00	0.00	925.00	0.00	100.00	0.00
Total		2,240,434.97	162,930.53	1,323,451.95	3,556.17	59.22	913,426.85
2500	SUPPORT SERVICES - SUPP SERVICES-BUSINESS						
100	SALARY	817,532.00	63,505.52	588,963.23	0.00	72.04	228,568.77
200	EMPLOYEE BENEFITS	491,997.00	36,236.64	348,248.94	0.00	70.78	143,748.06
300	PURCHASED PROF & TECH	28,659.00	3,888.00	26,184.00	0.00	91.36	2,475.00
400	PURCHASED PROPERTY SVC	321,633.00	-54.90	182,725.74	2,069.92	57.45	136,837.34
500	OTHER PURCHASED SVCS	61,200.00	-18,548.32	26,283.95	3,134.64	48.06	31,781.41
600	SUPPLIES	25,300.00	-4,574.45	5,317.95	2,012.16	28.97	17,969.89
700	PROPERTY	28,310.00	0.00	211.88	1,648.00	6.56	26,450.12
800	OTHER OBJECTS	21,660.00	0.00	10,421.50	0.00	48.11	11,238.50
Total		1,796,291.00	80,452.49	1,188,357.19	8,864.72	66.64	599,069.09
2600	SUPPORT SERVICES - OP/MAINT PLANT SVCS						
100	SALARY	6,804,686.00	528,092.12	4,710,966.93	0.00	69.23	2,093,719.07
200	EMPLOYEE BENEFITS	4,461,081.00	345,661.76	3,122,070.71	0.00	69.98	1,339,010.29
300	PURCHASED PROF & TECH	535,300.00	35,985.00	214,997.91	0.00	40.16	320,302.09
400	PURCHASED PROPERTY SVC	3,466,583.64	290,028.54	2,082,220.93	94,498.90	62.79	1,289,863.81
500	OTHER PURCHASED SVCS	650,621.00	105,121.39	522,167.46	0.00	80.25	128,453.54
600	SUPPLIES	1,913,477.70	264,551.85	1,153,397.06	917.10	60.32	759,163.54
700	PROPERTY	414,287.41	20,723.28	274,312.14	2,969.02	66.92	137,006.25

Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
800 OTHER OBJECTS	8,000.00	1,779.75	5,826.00	0.00	72.82	2,174.00
Total	18,254,036.75	1,591,943.69	12,085,959.14	98,385.02	66.74	6,069,692.59
2700 SUPPORT SERVICES - STUDENT TRANSP SERVICES						
100 SALARY	2,993,773.00	221,942.14	1,855,974.99	0.00	61.99	1,137,798.01
200 EMPLOYEE BENEFITS	2,133,865.00	155,578.12	1,392,355.71	0.00	65.25	741,509.29
300 PURCHASED PROF & TECH	67,776.88	1,718.40	64,907.08	0.00	95.76	2,869.80
400 PURCHASED PROPERTY SVC	68,038.00	1,122.36	56,371.14	0.00	82.85	11,666.86
500 OTHER PURCHASED SVCS	913,374.00	37,146.97	154,319.89	0.00	16.89	759,054.11
600 SUPPLIES	960,403.12	47,364.24	534,943.90	0.00	55.69	425,459.22
700 PROPERTY	6,780.91	0.00	2,313.93	4,410.00	99.15	56.98
800 OTHER OBJECTS	400.00	1,915.00	1,915.00	0.00	478.75 (3)	-1,515.00
Total	7,144,410.91	466,787.23	4,063,101.64	4,410.00	56.93	3,076,899.27
2800 SUPPORT SERVICES - SUPPORT SVCS-CENTRAL						
100 SALARY	1,552,245.00	104,369.61	1,037,826.29	0.00	66.85	514,418.71
200 EMPLOYEE BENEFITS	1,216,131.00	64,193.01	923,683.16	0.00	75.95	292,447.84
300 PURCHASED PROF & TECH	449,940.46	35,188.01	412,592.44	7,975.12	93.47	29,372.90
400 PURCHASED PROPERTY SVC	255,241.48	28,495.39	246,541.45	0.00	96.59	8,700.03
500 OTHER PURCHASED SVCS	364,013.70	20,337.51	248,550.80	0.00	68.28	115,462.90
600 SUPPLIES	280,686.74	1,301.25	246,249.53	14,190.00	92.78	20,247.21
700 PROPERTY	367,586.00	0.00	311,800.72	408.00	84.93	55,377.28
800 OTHER OBJECTS	2,074.00	0.00	1,956.91	0.00	94.35	117.09
Total	4,487,918.38	253,884.78	3,429,201.30	22,573.12	76.91	1,036,143.96
2900 SUPPORT SERVICES - OTHER SUPPORT SERVICES						
500 OTHER PURCHASED SVCS	105,711.48	0.00	105,711.48	0.00	100.00	0.00
Total	105,711.48	0.00	105,711.48	0.00	100.00	0.00

Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
Function 2000 - SUPPORT SERVICES						
Total Expenditure	60,340,503.47	4,548,827.59	39,661,406.14	159,288.78	65.99	20,519,808.55
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
	60,340,503.47	4,548,827.59	39,661,406.14	159,288.78	65.99	20,519,808.55

Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

Account Description		Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
3200	NON INSTRUCTIONAL - STUDENT ACTIVITIES						
100	SALARY	1,522,313.73	38,189.58	945,389.19	0.00	62.10	576,924.54
200	EMPLOYEE BENEFITS	471,908.56	16,330.38	289,527.34	0.00	61.35	182,381.22
300	PURCHASED PROF & TECH	181,450.00	29,682.60	150,822.88	0.00	83.12	30,627.12
400	PURCHASED PROPERTY SVC	38,956.00	0.00	13,233.51	0.00	33.97	25,722.49
500	OTHER PURCHASED SVCS	130,449.00	8,383.92	118,810.68	0.00	91.07	11,638.32
600	SUPPLIES	188,865.00	13,560.61	182,430.35	6,309.32	99.93	125.33
700	PROPERTY	115,551.00	1,670.00	7,797.65	106,512.00	98.92	1,241.35
800	OTHER OBJECTS	26,490.00	280.00	17,020.90	0.00	64.25	9,469.10
	Total	2,675,983.29	108,097.09	1,725,032.50	112,821.32	68.67	838,129.47
3300	NON INSTRUCTIONAL - COMMUNITY SERVICES						
100	SALARY	5,043.95	0.00	2,873.15	0.00	56.96	2,170.80
200	EMPLOYEE BENEFITS	1,464.42	0.00	831.36	0.00	56.77	633.06
300	PURCHASED PROF & TECH	51,187.00	937.50	18,675.00	0.00	36.48	32,512.00
400	PURCHASED PROPERTY SVC	0.00	0.00	0.00	0.00	0.00	0.00
500	OTHER PURCHASED SVCS	238,000.00	0.00	84,496.69	0.00	35.50	153,503.31
600	SUPPLIES	7,790.94	1,417.60	8,200.13	0.00	105.25	(4) -409.19
800	OTHER OBJECTS	96.00	0.00	96.00	0.00	100.00	0.00
	Total	303,582.31	2,355.10	115,172.33	0.00	37.93	188,409.98
3400	NON INSTRUCTIONAL - SCHOLARSHIPS AND AWARDS						
600	SUPPLIES	125.00	120.66	120.66	0.00	96.52	4.34
	Total	125.00	120.66	120.66	0.00	96.52	4.34

Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
Function 3000 - NON INSTRUCTIONAL						
Total Expenditure	2,979,690.60	110,572.85	1,840,325.49	112,821.32	65.54	1,026,543.79
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
	2,979,690.60	110,572.85	1,840,325.49	112,821.32	65.54	1,026,543.79

Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
4400 FACILITY IMPROVEMENTS - ARCH & ENGINEER IMPROVE						
300 PURCHASED PROF & TECH	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00	0.00
4600 FACILITY IMPROVEMENTS - EXISTING BLDG IMPROVE						
300 PURCHASED PROF & TECH	0.00	0.00	0.00	0.00	0.00	0.00
400 PURCHASED PROPERTY SVC	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00	0.00
Function 4000 - FACILITY IMPROVEMENTS						
Total Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00

Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
5100 DEBT SVC & TRANSFERS - DEBT SERVICE						
800 OTHER OBJECTS	12,082,854.00	268,790.94	7,662,266.24	0.00	63.41	4,420,587.76
900 OTHER USES OF FUNDS	11,565,945.00	505,000.00	11,531,631.28	0.00	99.70	34,313.72
Total	23,648,799.00	773,790.94	19,193,897.52	0.00	81.16	4,454,901.48
5200 DEBT SVC & TRANSFERS - INTERFUND TRANSFERS-OUT						
900 OTHER USES OF FUNDS	200,000.00	2,000,000.00	2,000,000.00	0.00	1000.00	-1,800,000.00
Total	200,000.00	2,000,000.00	2,000,000.00	0.00	1000.00	-1,800,000.00
5300 DEBT SVC & TRANSFERS - OP TRANS INVOLVING COMP						
900 OTHER USES OF FUNDS	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00	0.00
5900 DEBT SVC & TRANSFERS - BUDGETARY RESERVE						
800 OTHER OBJECTS	2,592,014.22	0.00	0.00	0.00	0.00	2,592,014.22
Total	2,592,014.22	0.00	0.00	0.00	0.00	2,592,014.22

Function 5000 - DEBT SVC & TRANSFERS						
Total Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Expenditure	26,440,813.22	2,773,790.94	21,193,897.52	0.00	80.15	5,246,915.70
Total Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
	26,440,813.22	2,773,790.94	21,193,897.52	0.00	80.15	5,246,915.70

Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
6000 LOCAL REVENUE						
6111 CURRENT REAL ESTATE TAX	-140,524,351.00	18,602.95	-143,327,685.37	0.00	101.99	2,803,334.37
6112 INTERIM REAL EXTATE TAX	-1,600,000.00	-78,350.03	-706,850.22	0.00	44.17	-893,149.78
6113 PUBLIC UTILITY REALTY	-180,000.00	0.00	-191,076.78	0.00	106.15	11,076.78
6114 PAY IN LIEU -ST/LOCAL	-220,000.00	0.00	-244,185.82	0.00	110.99	24,185.82
6120 CURRENT PER CAP 679	-200,000.00	-1,696.10	-222,431.66	0.00	111.21	22,431.66
6141 CURR ACT 511 PC FLAT	-200,000.00	-1,696.10	-222,431.64	0.00	111.21	22,431.64
6143 CURRENT 511 - LST	-310,000.00	-16,789.89	-232,966.21	0.00	75.15	-77,033.79
6151 CURRENT ACT 511 EIT	-12,900,000.00	-1,100,869.69	-9,201,202.77	0.00	71.32	-3,698,797.23
6153 CURR ACT 511 REAL EST	-2,000,000.00	-81,395.57	-1,355,279.67	0.00	67.76	-644,720.33
6157 CURRENT 511 MERCANTILE	-2,860,000.00	-182,620.29	-182,620.29	0.00	6.38	-2,677,379.71
6211 DISC TAKEN CURR RE TAX	4,300,000.00	128.19	2,318,061.47	0.00	53.90	1,981,938.53
6212 DISC TAKEN INTERIM RE	0.00	1,565.95	8,591.25	0.00	0.00	-8,591.25
6311 PENALTIES & INT REAL ES	0.00	0.00	-314,712.82	0.00	0.00	314,712.82
6312 PENALTIES & INT INTERIM	0.00	0.00	-7,485.42	0.00	0.00	7,485.42
6411 DELINQUENT REAL ESTATE	-5,052,000.00	-771,360.16	-2,559,843.70	0.00	50.66	-2,492,156.30
6420 DELINQUENT PC SECT 679	-77,000.00	-3,461.30	-67,681.97	0.00	87.89	-9,318.03
6457 DEL ACT 511 MERC TAXES	-460,000.00	-55,871.97	-606,132.36	0.00	131.76	146,132.36
6510 INTEREST ON INVESTMENTS	-105,000.00	-5,781.72	-51,106.98	0.00	48.67	-53,893.02
6530 GAINS OR LOSSES ON SALE	0.00	0.00	0.00	0.00	0.00	0.00
6620 DAILY SALES-NON-REIMBUR	0.00	0.00	0.00	0.00	0.00	0.00
6631 SPECIAL FUNCTIONS	0.00	0.00	0.00	0.00	0.00	0.00
6710 ADMISSIONS	0.00	0.00	-129,787.70	0.00	0.00	129,787.70
6740 FEES	-105,000.00	-35,311.00	-48,181.00	0.00	45.88	-56,819.00
6750 DISTRICT ACTIVITY-SPECI	-3,000.00	-190.00	-6,238.50	0.00	207.95	3,238.50
6790 OTHER DIST ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00
6810 REV FROM LOCAL GOV	-25,000.00	0.00	-39,000.00	0.00	156.00	14,000.00
6821 STATE REV RECD LEAs	-13,000.00	0.00	0.00	0.00	0.00	-13,000.00
6829 STATE REV RECD OTHER	0.00	0.00	0.00	0.00	0.00	0.00
6831 FED REV RECD OTHER	-12,000.00	0.00	0.00	0.00	0.00	-12,000.00
6832 FED PASS THRU IDEA	-1,732,088.00	0.00	-720,402.16	0.00	41.59	-1,011,685.84
6839 FED REV RECD OTHR SRC	0.00	0.00	0.00	0.00	0.00	0.00

Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
6910 LEASE RENTAL INCOME	-277,500.00	-34,528.67	-193,700.40	-61,981.16	92.13	-21,818.44
6920 CONTRIBUTION & DONATION	-230,440.00	-24,143.16	-225,447.53	-2,708.77	99.00	-2,283.70
6941 REGULAR SCH TUITION	-180,000.00	0.00	0.00	0.00	0.00	-180,000.00
6942 SUMMER SCHOOL TUITION	-126,000.00	0.00	-57,432.00	-1,795.00	47.00	-66,773.00
6943 ADULT EDUCATION TUITION	-2,600.00	0.00	0.00	0.00	0.00	-2,600.00
6944 RECEIPTS OTHER LEAs IN	-356,000.00	-416.25	-27,518.73	-16,370.72	12.32	-312,110.55
6970 SVC PROVIDED OTHER FUND	0.00	-1,036.78	-7,962.53	-426.52	0.00	8,389.05
6980 REV FROM COMMUNITY SERV	-5,000.00	0.00	0.00	0.00	0.00	-5,000.00
6981 Advertising	-3,400.00	0.00	-1,775.00	0.00	52.20	-1,625.00
6990 MISCELLANEOUS REVENUE	0.00	0.00	-968.00	0.00	0.00	968.00
6991 REFUNDS OF PRIOR YR EXP	-560,000.00	0.00	-64,082.96	-11.70	11.44	-495,905.34
6992 Energy Effic Incentives	-15,000.00	0.00	0.00	0.00	0.00	-15,000.00
6999 OTHER REV	-174,918.00	-9,858.92	-240,185.07	-19,001.66	148.17	84,268.73
Total	-166,209,297.00	-2,385,080.51	-158,929,722.54	-102,295.53	95.68	-7,177,278.93

Function 6000 - LOCAL REVENUE

Total Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	-166,209,297.00	-2,385,080.51	-158,929,722.54	-102,295.53	95.68	-7,177,278.93
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
	-166,209,297.00	-2,385,080.51	-158,929,722.54	-102,295.53	95.68	-7,177,278.93

Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
7000 REVENUE STATE SOURCE						
7110 BASIC EDUCATION	-27,803,331.00	0.00	-15,984,128.00	0.00	57.49	-11,819,203.00
7160 TUITION ORPHANS & CHILD	-275,000.00	0.00	0.00	0.00	0.00	-275,000.00
7220 VOCATIONAL EDUCATION	0.00	0.00	-643.25	0.00	0.00	643.25
7250 MIGRATORY CHILDREN	-2,000.00	0.00	0.00	0.00	0.00	-2,000.00
7271 SPECIAL ED SCHOOL AGED	-6,584,843.00	-1,007,821.00	-5,039,105.00	0.00	76.52	-1,545,738.00
7290 OTHER PROGRAM SUBSIDIES	0.00	0.00	0.00	0.00	0.00	0.00
7292 PRE-K COUNTS	-786,000.00	-50,630.00	-401,640.00	0.00	51.09	-384,360.00
7310 TRANSPORT (REG & ADDTL)	-2,326,844.00	-352,887.00	-1,618,959.00	0.00	69.57	-707,885.00
7320 RENT & SINK FUND PYMT	-1,867,573.00	0.00	-1,361,155.29	0.00	72.88	-506,417.71
7330 HEALTH SERVICES ACT 25	-330,000.00	0.00	0.00	0.00	0.00	-330,000.00
7340 ST PROP TAX REDUCTION	-4,733,948.00	0.00	-4,743,762.72	0.00	100.20	9,814.72
7360 SAFE SCHOOLS	0.00	0.00	0.00	0.00	0.00	0.00
7501 PA ACCOUNTABILITY GRANT	0.00	0.00	0.00	0.00	0.00	0.00
7505 Ready to Learn -222 src	-2,427,263.00	0.00	-1,399,034.00	0.00	57.63	-1,028,229.00
7599 OTH STATE REV	-1,150,484.00	0.00	-39,724.87	0.00	3.45	-1,110,759.13
7810 STATE SHARE SS & MED	-3,595,536.00	-296,222.00	-2,365,869.05	0.00	65.80	-1,229,666.95
7820 STATE SHARE RETIRE CONT	-10,284,515.00	-2,827,922.34	-4,313,461.39	0.00	41.94	-5,971,053.61
Total	-62,167,337.00	-4,535,482.34	-37,267,482.57	0.00	59.94	-24,899,854.43

Function 7000 - REVENUE STATE SOURCE						
Total Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	-62,167,337.00	-4,535,482.34	-37,267,482.57	0.00	59.94	-24,899,854.43
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
	-62,167,337.00	-4,535,482.34	-37,267,482.57	0.00	59.94	-24,899,854.43

Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
8000 FEDERAL REVENUE						
8110 PAYMENTS FED IMPACTED	-53,000.00	0.00	-48,594.53	0.00	91.68	-4,405.47
8200 UNRESTRICT GRANT-IN-AID	0.00	0.00	0.00	0.00	0.00	0.00
8514 NCLB - TITLE I	-3,817,038.00	-269,155.34	-1,597,767.36	0.00	41.85	-2,219,270.64
8515 NCLB - TITLE II	-720,361.00	-49,032.57	-210,712.19	0.00	29.25	-509,648.81
8516 NCLB - TITLE III	-260,179.00	-18,351.14	-73,404.56	0.00	28.21	-186,774.44
8517 NCLB - TITLE IV-21ST CE	0.00	0.00	-142,442.13	0.00	0.00	142,442.13
8580 CHILD CARE & DEV GRANT	-170,290.00	0.00	-34,365.13	0.00	20.18	-135,924.87
8810 SCHL BASED ACCESS PGM	-500,000.00	0.00	0.00	0.00	0.00	-500,000.00
8820 ACCESS RMTS	-70,000.00	0.00	-51,129.93	0.00	73.04	-18,870.07
Total	-5,590,868.00	-336,539.05	-2,158,415.83	0.00	38.60	-3,432,452.17

Function 8000 - FEDERAL REVENUE						
Total Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	-5,590,868.00	-336,539.05	-2,158,415.83	0.00	38.60	-3,432,452.17
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
	-5,590,868.00	-336,539.05	-2,158,415.83	0.00	38.60	-3,432,452.17

Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
9000 OTHER REVENUE						
9200 PROCEEDS EXT TERM FINAN	0.00	0.00	0.00	0.00	0.00	0.00
9310 GENERAL FUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
9400 SALE OF FIXED ASSETS	-20,000.00	0.00	0.00	0.00	0.00	-20,000.00
9910 OTH FIN SOURCES	-2,517,671.00	0.00	0.00	0.00	0.00	-2,517,671.00
9990 INSURANCE RECOVERIES	-10,000.00	-5,326.39	-5,326.39	0.00	53.26	-4,673.61
Total	-2,547,671.00	-5,326.39	-5,326.39	0.00	0.20	-2,542,344.61

Function 9000 - OTHER REVENUE						
Total Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	-2,547,671.00	-5,326.39	-5,326.39	0.00	0.20	-2,542,344.61
	-2,547,671.00	-5,326.39	-5,326.39	0.00	0.20	-2,542,344.61

Grand Totals						
Total Expenditure	210,074,359.78	15,519,936.12	132,855,183.75	2,322,788.30	64.34	74,896,387.73
Total Other Expenditure	26,440,813.22	2,773,790.94	21,193,897.52	0.00	80.15	5,246,915.70
Total All Expenditures	236,515,173.00	18,293,727.06	154,049,081.27	2,322,788.30	66.11	80,143,303.43
Total Revenue	-233,967,502.00	-7,257,101.90	-198,355,620.94	-102,295.53	84.82	-35,509,585.53
Total Other Revenue	-2,547,671.00	-5,326.39	-5,326.39	0.00	0.20	-2,542,344.61
Total All Revenues	-236,515,173.00	-7,262,428.29	-198,360,947.33	-102,295.53	83.91	-38,051,930.14
	0.00	11,031,298.77	-44,311,866.06	2,220,492.77	0.00	42,091,373.29