

May Board Meeting Agenda Items:

Secretary and Financial Reports:

Approval of the Minutes recorded for the Monday, April 9, 2018, Board Work Session, and the Tuesday, April 17, 2018, Board Business Meeting.

***It was noted to Board Members that the minutes for the April Board Meetings contained a correction to the years of services of Mrs. Colleen Marsella, previously reported at the April Board Meetings. Mrs. Marsella began working for the District in 1989.

APPROVED 05/15/18

Approval of the official financial reports and to pay the bills for May 2018.

APPROVED 05/15/18

Old Business

District Policies:

Final approval on the following amended policies for the Board Policy Manual:

Policy #815.1 – District-Issued Device: Student Use, Rights, and Responsibilities (attachment 1).

APPROVED 05/15/18

*Board Policies are available on our Board Docs website: [BASD Policy](#).

New Business

Personnel:

Approval to accept the **retirement** of **Mrs. Sharon Hendrickson**, Bedford Elementary **Food Service Employee**, effective May 31, 2018. **Mrs. Hendrickson has been with the District for 30 years, beginning in 1988** as a Head Cook at Londonderry Intermediate and then one year later, moving to Hyndman Londonderry Elementary, where she stayed until the closing of the school in 2012. Sharon was the Head Cook for 23 years before she moved to Bedford Elementary.

APPROVED 05/15/18

Approval to accept the **retirement** from **Mrs. Kay Williams**, Bedford High School **Food Service Employee**, effective June 1, 2018. **Mrs. Williams has been with the**

District for 10 years, beginning in 2008 at Bedford Elementary and, in 2012, moving to the Bedford High School.

APPROVED 05/15/18

Approval to accept the letter of **retirement** from **Mrs. Joyce McGraw, Food Service Administrative Assistant**, effective August 31, 2018. **Mrs. McGraw has been with the District for 43 years, beginning in 1975** working in the Bedford High School Library and main office. In 1978, she moved into the Food Service office as secretary, where she stayed for 40 years. When Joyce first started working, there were eleven school buildings in our District. She has worked with four Food Service Directors and numerous Food Service employees over her 40 plus years!

APPROVED 05/15/18

***** Thank you to all our retirees for your dedication and time spent working with the Bedford Area School District. We sincerely wish you all the best in your retirement! *****

Extra Duty/Extra Pay Personnel/Fund Raisers:

Bedford Middle School

Approval for the **creation of a BMS Student Council Store**, with all proceeds from the store to go to the Weekend Backpack Program.

APPROVED 05/15/18

Bedford High School

Approval of **Mr. Joel Easter** for **Varsity Wrestling Coach**.

APPROVED 05/15/18

Approval for **TSA team members to compete in the National TSA Competition** in Atlanta, GA, June 22 through 26, 2018, at a cost of approximately \$3,950.00.

APPROVED 05/15/18

Class of 2018:

Approval of the List of members of the Class of 2018 at the Bedford High School who are being presented to the Board for approval as potential graduates from the Bedford High School, pending successful completion of all requirements (Attachment 2).

APPROVED 05/15/18

Additional New Business:

Approval for curtailment of the Child Development Program at BHS.

APPROVED 05/15/18

Approval of the attached Retirement MOU between the Bedford Area Education Association and the Bedford Area School District (Attachment 3).

APPROVED 05/15/18

Approval to contract with Gordian to create a plan to convert the existing girls locker room in to a Fitness Room (Attachment 4).

APPROVED 05/15/18

Approval to renew the Bedford Area School Districts PSBA Membership for the 2018-2019 school year, standard membership with the additional a la cart items Policy Maintenance and Administrative Regulations, for a total of \$12,790.49 (difference of \$130 from previous year).

APPROVED 05/15/18

Approval of the attached Athletic Training Agreement between ProCare and the Bedford Area School District (Attachment 5A).

APPROVED 05/15/18

Technology:

Approval for purchasing 119 AVer CP65 Interactive Flat Panel's and 7 Mobile Cart Displays for a total \$239,624.00, to be purchased from Capital Reserve funds.

APPROVED 05/15/18

Approval to contract with Apple Financial Services to lease 5 years with Apple Computers including Jamf subscription for a total of \$165,250.00. The payment structure would be \$35,318.79 for 5 years.

APPROVED 05/15/18

Approval to contract with Apple Financial Services for 1,670 Apple iPads including Jamf subscription & support, 3 Mac Mini Caching Servers, and UZBL iPad Cases for a total of \$623,182.00. The payment structure would be \$161,920.14 each year for 4 years.

APPROVED 05/15/18

Food Services:

Approval to **increase the lunch prices** for the 2018-2019 school year (Attachment 5).
APPROVED 05/15/18

Transportation:

Approval for **Brittany Brumbaugh**, 212 West 6th Street, Everett, PA 15537, as a **student transport driver** for Snyder Bus Lines, LLC, and the Bedford Area School District.
APPROVED 05/15/18

Business Office:

Taxes- Request tentative approval for millage rate of 9.424.
APPROVED 05/15/18

Tentative approval to adopt the proposed 2018-2019 Budget.

Projected Expenditures \$30,116,854.00.

Projected Revenues \$28,817,316.00.

Fund Balance needed to balance the Budget: \$1,299,538.00.

Taxes included for the 2018-2019 school year:

Per Capita: Per Capita Tax for \$5.00 per person on all persons 18 years or older, living within territorial limits of Bedford Area School District under Section of the School Code;

Per Capita: Per Capita Tax of \$5.00 per person on all persons 18 years or older living within territorial limits of Bedford Area School District under Act 511;

Earned Income Tax: An Earned Income Tax of 1% net profits of business, professions, and other activities conducted by residents of Bedford Area School District;

Act 1 Earned Income Tax: An Earned Income Tax of .5% net profits of business, professions, and other activities conducted by residents of Bedford Area School District;

LST/Emergency Municipal Services Tax: An Emergency Municipal Services Tax of \$10.00 annually upon persons that are gainfully employed within the Bedford Area School District;

Real Estate Transfer: A Real Estate Transfer Tax of 1% on all real estate transferred within the Bedford Area School District under the authority of the Act of 1965, December 31, P.L. 1257.

APPROVED 05/15/18

Activity fund and athletic fund quarterly balances, January through March 2018 (Attachment 6).

APPROVED 05/15/18



Book	Policy Manual
Section	800 Operations
Title	District-Issued Devices: Student Use, Rights, and Responsibilities
Number	815.1
Status	Second Reading
Legal	Pol. 815
	Pol. 218
	Pol. 233
	Pol. 224
	Pol. 249

Purpose

The Board continuously cultivates a culture of learning to better prepare students for life after school. Educational technologies are central to this mission. To that end, the Board has decided to issue district-owned devices to all students. The Board's vision is that all students will use technology to energize personal intellectual development and construct knowledge for college, careers and beyond. The Board also recognizes, however, that with the issuance and use of district devices, new rules must be established to ensure that such use is consistent with the district's educational mission.

Authority

The Board, therefore, adopts this policy to establish reasonable rules relating to the issuance, care, use and monitoring of district devices issued to students.

Definitions

BASD Network – refers to the district's local area network which permits the following uses, among others, by authorized students:

1. Internet access;
2. Network shared resources, such as printers; and
3. Network folder shares and cloud storage.

District Device – refers to an identified technology device issued by the District to a specific District student for use in connection with the District academic program. This includes, but is not limited to, laptops, iPads, Chromebooks, tablets, and other mobile devices issued by the District.

Off-Site Network – refers to any wireless or wired network that is not operated or controlled by a BASD employee or agent.

One-to-One Device Program – the program launched to provide Bedford Area students with a district device for use in connection with the school district academic program.

Network Administrator – an Information System Professional responsible for the day-to-day maintenance and upkeep of BASD Network.

Remote Access of Devices – a situation where a District employee or agent, using client management software, accesses a District device in the student’s possession. Software maintenance that automatically downloads software and configuration changes does not constitute remote access of the device. Remote access of District devices also does not include voluntary participation by the student or other user in web-conferences or other web-based activities.

System Integrity – refers to the maintenance of accurate and consistent information throughout the BASD Network.

Software Maintenance – any software or configuration changes sent out to all district devices, even if it only affects certain district devices, which is done as part of the maintenance and security of BASD Network or to ensure that only authorized software is installed on district devices.

Guidelines

The following rules shall apply with respect to District devices:

- I. The Superintendent or designee shall provide formal notification to district parents/guardians whose child is eligible to be issued a Mobile Device before the beginning of the school year containing information relating to the One-to-One program and how it works.
- II. Prior to a student being permitted to take the District Issued device, the student and parent/guardian must sign and return the “Agreement for District Device Use” contract, which sets forth the terms and conditions of device use, maintenance and care, and includes an acknowledgement that the student and parent/guardian will fulfill all such terms and conditions, and will also indemnify and hold the District harmless with respect to any loss or damage incurred arising from any violation of such terms and conditions. Also, the student and parent/guardian must sign a “Student Device Insurance” agreement, which provides parents/guardians the opportunity to participate in an insurance program to limit their liability regarding accidental damage to the District device.
- III. The Agreement for District Device Use shall also include an acknowledgement that the student’s use of the District device shall comply with the terms of this policy and the District’s policy on Acceptable Use of Computer Networks and Equipment, and the District Devices section of the student handbook. Compliance with the foregoing shall be required without regard to whether the student is connected to the BASD Network.
- IV. In the event that the parent/guardian refuses to sign the “Agreement for District Device Use” contract, the superintendent or designee shall be responsible for ensuring that the district uses its best efforts to make necessary accommodations for the student to ensure that the student’s education is not adversely affected.
- V. Students and parents/guardians shall be wholly responsible for the safety, care and security of District devices assigned to students, and may be liable to the District for the cost of any necessary repair or replacement due to damage, loss or theft of District devices.
- VI. District devices will at all times remain the property of Bedford Area School District. Students are responsible for the appropriate use of District devices at all times including but not limited to at school and at home. Care of the District devices is the student’s responsibility. Students should not attempt on their own to repair or service District devices. Vandalism to any device or accessory is strictly prohibited.
- VII. The BASD Network includes blocking of websites potentially harmful to minors per the terms of the federal Children’s Internet Protection Act. However, this blocking does not limit Internet access when a District device is connected to the Internet by means other than the BASD Network. Parents/guardians are therefore advised to monitor web usage when the District issued device is used at home.

- VIII. District devices are equipped with the ability to be accessed and/or monitored remotely. When the District Issued Device is on the BASD network and/or on BASD property, the District is permitted to remotely access and/or monitor the device at anytime. When the district device is connected to an off-site network and/or not on BASD property, the District is prohibited to remotely access the District Issued Student Device, except in the following instances:
- a. **Technical Problems:** In some instances, it may be necessary for District Technology Staff and/or designee to access a District issued device remotely to resolve a technical problem. The District will implement remote access when the device is on the BASD Network when possible. However, the foregoing protocol does not apply to the District's use of remote access to perform software maintenance, and the District may use remote access to perform software maintenance without informing the student. Software maintenance may involve the correction of altered coding or programming, and in some cases may remove files from the device, if the files are deemed to be a threat to the operation or security of BASD Network or are stored in unauthorized software.
 - b. **Device Reported Missing or Stolen:** If a student or a parent/guardian believes a District device is missing or stolen, the student or parent/guardian must immediately notify the building principal or assistant principal in writing. Once the District is notified in writing, the District may activate the use of computer tracking technology.
 - c. At no time will the District device camera be activated remotely, nor will audio or video be remotely monitored.
- IX. **Review of Student Files:** Under no circumstances shall there be any expectation of privacy when using district system or devices. Users shall have no expectation of privacy in anything they create, store, send, delete, receive or display on or over the district's Internet, devices or network resources, including personal files or any use of the district's Internet, devices or network resources. The district reserves and shall exercise its right to inspect and examine any use of the district system or devices; this includes, but is not limited to, a user's Internet access and email transmissions, and all system registries. To ensure reasonable, efficient, and safe use of technology resources, the BASD technology Department periodically monitors the systems and the accounts used by students, employees, and visiting community members. The district reserves the right to access any users accounts or files at any time, for any reason.
- a. If the District has a reasonable suspicion that the student is violating District rules or policies, District administrators authorized by the Superintendent may review student files and/or data stored on the device. "Reasonable suspicion" means reasonable grounds exist that the search will uncover evidence that the student violated the law or school rules or District policies. The scope of the search must be reasonably related to the violation that justified the search.
- X. The Superintendent or his/her designee shall arrange for direction and training of students, and the availability of orientation for parents/guardians, with respect to the use, care and maintenance of District devices.
- XI. Students are not permitted to install, modify or tamper with District device hardware unless first approved by District technology staff.
- XII. Students are permitted to install software from District authorized repositories
- XIII. Operating System Software installs and configuration changes shall be completed by or under the direction of District technology staff or others authorized by the Superintendent.

Discipline

A student's failure to abide by the rules of this policy, and the District's policy on Acceptable Use of Computer Networks and Equipment, and the District Student Technology Devices and Accessibility

section of the student handbook will subject the student to possible discipline as established in the applicable Student Code of Conduct or in District policies. Discipline may include limiting or prohibiting access to District devices, for some period of time or permanently, completely or just during the school day, or any other actions (including the student's removal from school) deemed appropriate by the District Administration. Such discipline is in addition to, and not in place of, the student and parent/guardian fulfilling their duty to pay for any costs associated with damage, loss or theft of District devices (see Section entitled Guidelines subsection E above), and to indemnify and hold the District harmless with respect to any loss or damage incurred arising from any violation of terms and conditions in the Agreement for Use of District Devices (see Section entitled Guidelines subsection B above).

Last Modified by Casey Cover on April 19, 2018

	A	B	C	D
1	LAST NAME	FIRST NAME	MIDDLE NAME	
2				
3	Baker	Caden	Roe	
4	Bauer	Nicole		
5	Beard	Kyle	David	
6	Beegle	Kendall	Nichole	
7	Bennett	Hunter	Lee	
8	Benton	Alexis	Marie	
9	Bingham	Hunter	Thomas	
10	Bonanni	Sidney	Lyn Rose	
11	Bresslin	Colin	Regis	
12	Browell	Aaron	Dalton	
13	Burkett	Alyssa	Jo	
14	Burkett	Makayla	Elizabeth	
15	Burnett	Austin	Thomas	
16	Byer	Seth	Daniel	
17	Carnathan	Allison	Bailey	
18	Cessna	Delanee	Catherine	
19	Cessna	Tyler	Lee	
20	Claycomb	Jensun	Asher Roy	
21	College	Saradawn	Marie	
22	Cornelius	Hunter	Michael	
23	Cornell	Justin	Michael	
24	Coughenour	Alexandria	Jean	
25	Creighton	Autumn	Rae	
26	Custer	Teresa	Rose	
27	Davis	Paula	Velora	
28	Dawson	Tyler	Lee	
29	Diehl	Brooke	Nicole	
30	Diehl	Jack	Alexander	
31	Diehl	Jacob	Fredrick	
32	Diehl	Kiya	Leigh	
33	Diehl	Samantha	Jo	
34	Dietz	Michaela	Leigh	
35	Duffy	Justin	James	
36	Dull	Chance	Gregory	
37	Dutil	Chase	Hunter	
38	Earley	Austin	Kyle	
39	Edwards	Bailey	Marie	
40	Edwards	Jebadiah	Isack	
41	Edwards	Larkyn	Elizabeth	
42	Egbert	Justin	David	
43	Elliott	Dalton	Lynn	
44	Elliott	Samantha	Jo	
45	Foor	Megan	Grace	
46	Forbes	Kirsten	Katherine	
47	Fuller	Jaden	Veronica	

	A	B	C	D
48	Gochmour-Dick	Natasha	Ayn	
49	Gonsman	Jamie	Renee	
50	Group	Leander	Ray	
51	Grube	Braedyn	Lawrence	
52	Hammond	Alexis	Marie	
53	Hampton	Jess	Edward	
54	Hanks	Jenna	Nicole	
55	Hardinger	Hannah	Leeann	
56	Harnish	Ruth	Josephine	
57	Harshberger	Josiah	Lee	
58	Hartman	David	Ray	
59	Hartung	Harmony	Lynne	
60	Hartung	Hunter	William	
61	Henderson	Daelyn	Monika	
62	Hengst	Britney	Nicole	
63	Hershberger	Brandon	Scott	
64	Hiner	Kyle	Jacob	
65	Hooper	Eric	Gabriel	
66	Houck	Layne	Morgan	
67	Howare	Margaret	Lucille	
68	Hoyman	Luke	Augustine	
69	Hyde	Sara	Anne	
70	Iman	Sarah	Anne	
71	Imgrund	Emily	Rose	
72	imgrund	Nathan	Alexander	
73	Imler	Jordyn	Elizabeth	
74	Johnson	Casey	Michael	
75	Jones	Kirsten	Allie	
76	Karns	Brandon	Lee	
77	Kidd	Ashley	Joy	
78	King	Sierra	Lynn	
79	Kline	Davis	Anthony	
80	Kline	Emily	Grace	
81	Klinger	Alyssa	Renee	
82	Lang	Ariann	Michelynn	
83	Lang	George	Albert	
84	Lankey	Owen	Eugene	
85	LaSalle	Keirsten	Nikole	
86	Leighty	Kari	Alayna	
87	Lingsch	Luke	William	
88	Lochner	Aaron	Kordell	
89	Martin	Samuel	Aaron	
90	Martz	Emily	Nicole	
91	May	Gabrielle	Avary	
92	McIntrye	John	Reese	
93	McKean	Joellica	Marie	
94	Mellon	Harley	Marie	

	A	B	C	D
95	Mellott	Tylar	Austin	
96	Merritt	Rodey	Owen	
97	Milburn	Claudia	Jean	
98	Miller	Abigail	Rebecca	
99	Miller	Casey	Marie	
100	Miller	Derek	Scott	
101	Miller	Devan	Claire	
102	Moorhead	Trent	David	
103	Musselman	Damion	Andrew	
104	Musselman	Michaela	Dawn	
105	Nouse	Cassidy	Skye	
106	Nusida	Alexis	Nicole	
107	O'Neal	Sara	Makenzie	
108	Oyler	Megan	Ann	
109	Pittman	Allison	Nicole	
110	Ramey-Cavanaugh	Jennifer	Michelle	
111	Rhodes	Kylynne	Elizabeth Ray	
112	Rhodes	Mitchell	Kenneth	
113	Riegel	Dalton	Blake	
114	Riggs	Micah	Christopher	
115	Rinehart	Logan	Joseph	
116	Robison	Torrie	Elizabeth	
117	Rush	Heidi	Lynn	
118	Saunders	Bess	Elisabeth	
119	Seager	Erick	Robert	
120	Sechrengost	Kendra	Ann	
121	Seifert	Lindsay	Gaye	
122	Sheeder	Cameron	Levi	
123	Shook	Haylee	Renee	
124	Sigler	Kyla	Anne	
125	Sipes	Levi	Tanner	
126	Smith	Tanner	Lee	
127	Snavely	Hope	Elizabeth	
128	Steinbuch	Riley	Mikel	
129	Stough	Ashley	Renee	
130	Suder	Madison	Lynlee	
131	Swanson	Lawrence	Richard	
132	Tegeler	Reilly	Jamesyn	
133	Thompson	Morgan	Lee	
134	Tracy	Allison	Christine	
135	Turkovich	Tara	Lynn	
136	Wareham	Harley	Michelle	
137	Watkins	JayDe	Alexander	
138	Weidner	Siairra	Nevada	
139	Wertz	Haley	Dawn	
140	Whetstone	Alivia	Jo	
141	Wibowo	Nicholas	Krishnamurti	foreign exchange

	A	B	C	D
142	Woodring	Daniel	Brady	
143	Yeager	Hannah	Rebekka	
144	Zembower	McKenzie	Grace	

MEMORANDUM OF UNDERSTANDING

The Bedford Area Education Association, an affiliate of the Pennsylvania State Education Association (PSEA) and the National Education Association (NEA), and the Bedford Area School District hereby agree to the following terms and conditions as follows:

(a) The current collective bargaining agreement (cba) is in full force and effect through August 31, 2018;

(b) Under Section 406: Retirement it states:

Benefit: The employee who retires shall have the following option:

1. Coverage in the District's medical insurance as provided in this Agreement for bargaining unit members, subject to the following provisions:
 - a. The employee shall be entitled to coverages under the PPO Blue Plan and the category of coverage (individual, parent & child, parent & children, husband and wife, or family) as long as that coverage is also offered to active employees.
 - b. The District's monthly payment towards the medical insurance selected by the retired employee shall be the difference between the monthly premium cost to the District and the maximum monthly PSERS health insurance premium assistance program payment that can be received by the retired employee under Section 8509 of the Public School Employees' Retirement Code or any successor program.

The maximum amount of this benefit shall be based on eighty-five dollars (\$85) for each day of unused sick leave days up to a maximum of one-hundred-fifty (150) such days.

In the event that the retired employee dies, the District's obligation for providing insurance for eligible dependents of the deceased retired employee shall continue until the remainder of this retirement benefit is depleted.

The District will establish this provision in a manner consistent with and to meet all of the requirements of Section 125 of the Internal Revenue Code as amended.

B. Terms and Conditions:

1. Eligibility: To be eligible for the benefit, the teacher must:
 - a. Notify the Superintendent by January 10 that the individual is considering the possibility of retiring at the close of the school term. Submit a letter of resignation by April 1 of the school term in which the teacher will retire. This resignation shall be irrevocable and effective on July 1 of that year.
 - b. Have at least 30 years of PSERS credited teaching experience in the Commonwealth of Pennsylvania, at least

15 years of which occurred in the Bedford Area School District.

(c) The parties desire to modify the maximum benefit based on the following formula: Eighty-five dollars (\$85) for each day of unused sick leave days up to one hundred and fifty such days. One-hundred dollars (\$100) for each day of unused sick leave for any and all days beyond the one hundred and fifty (150) listed above. This change shall be for retirements occurring during the 2017-2018 school year only.

(d) The parties desire to change the eligibility requirements in order to allow bargaining unit members who are eligible for normal retirement according to PSERS to receive the above listed benefit. This change shall be for retirements occurring during the 2017-2018 school year only.

(e) Neither party shall be bound to treat any future situation in the same manner, or in any manner consistent with this memorandum. This Agreement shall not be cited by either the District or the Association as past practice or precedent in any future grievance, arbitration, Court proceeding, or any other similar proceeding.

Done by the Unanimous Consent of the Parties present the ____ day of May

in the Year of Our Lord two-thousand-eighteen.

In Witness whereof, We have hereunto

subscribed our names.

Association

District

President

Superintendent

Secretary

Board of Education President

Secretary

**Job Order****JOC Contract No.: KPN-201801JOCC-06**
☒
New Job Order
☐
Modify an Existing Job Order

Job Order Number: 057539.00

Job Order Title: Bedford SD High School Weight Room Project

Contact: Dr. Allen Sell

Contractor Name: Clark Contractors, Inc.

Phone: 8146234290

Contact: Clifton Clark

Phone: (814) 623-9400

Work to be Performed

Work to be performed as per the Final Scope of Work and the Price Proposal dated , and as per the terms and conditions of JOC Contract No KPN-201801JOCC-06.

Brief Task Order Description:

In weight room girls and boys locker rooms demo and install, includes lockers, doors and plumbing.

Time of Performance

Estimated Start Date:

Estimated Completion Date:

Liquidated Damages

Will apply:

☐

Will NOT apply:

☒
Validation Information*PW - NWH**1.1900***Job Order Firm Fixed Price: \$21,646.10**

Owner Purchase Order:

Approvals_____
Project Manager_____
Date_____
Contractor Representative_____
Date_____
Agency Representative_____
Date_____
Agency Representative_____
Date_____
Agency Representative_____
Date_____
Agency Representative_____
Date

Scope of Work

To: Clifton Clark
Clark Contractors, Inc.
145 Clark Building Road
Bedford, PA 15522
(814) 623-9400

From: Requestor
No Company Name
No Address Input

Job Order No: 057539.00

Job Order Title: Bedford SD High School Weight Room Project

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

MEP Design Scope SCOPES OF DESIGNS HVAC Design A. New Weight Room: a. Demolish existing HVAC system supply and exhaust systems to accommodate new layout. b. Rework existing piping system to accommodate new layout. c. Reuse existing unit ventilator currently serving the girls locker room to serve the new Weight Room if possible. d. Add cooling to the existing unit ventilator (or provide new unit ventilator with cooling capability) by extending chilled water from the main piping above the ceiling of Corridor B101. B. Renovate Boys Locker Room into new Girls Locker Room: a. Reuse existing HVAC systems for new layout. b. Revise heating system as required to accommodate hallway renovation between new girls and existing boy's locker rooms. c. Add cooling to the existing unit ventilator (or provide new UV with cooling capability) by extending chilled water from the main piping above the ceiling of Corridor B101. C. Renovate existing Weight room into new Gym Class Locker Area/Storage. a. Reuse existing HVAC systems for new layout. b. Provide new fan coils with cooling capability and extend chilled water from the main piping above the ceiling of Corridor B101. Plumbing Design A. Demolish existing plumbing fixtures as indicated on Project Sketch. B. Select and specify plumbing fixtures where indicated to be replaced on the Project Sketch and per the scope of work and as summarized below: a. Remove sink, supply, and drain in janitor's closet B115. b. Remove sink, supply, and drain at counter in B113. c. Relocate existing high/low water fountain to toilet room wall that is remaining in B113. d. Remove all toilets, supply, and drains from Toilet Room B118 being removed. e. Remove all showers, supply, and drains from Shower B121 being removed. f. Remove all showers, supply, and drains from Shower B122 being removed. g. Install new high/low water fountain in B123. h. Replace two existing wall mounted urinals with two toilets and stalls in Toilet B128. C. Design cold, hot and hot water return, sanitary, waste and vent piping systems for all plumbing fixtures shown to be replaced or installed. Electrical Design A. Coordinate demolition of existing power receptacles and other power wiring feeding equipment installed in rooms being renovated or demolished. B. Provide new lighting layout for all spaces being renovated including New Weight Room, New Girls Locker Room, Boys Locker Room and New Gym Class Locker Room. C. Provide new power and receptacle layouts for new spaces as required by the Owner and applicable building codes. Note: If power will be required to new weight equipment, a layout will need to be provided showing the locations of the equipment and information of the new equipment will need to be provided by others. D. Provide new emergency/exit lighting layout as required. E. Provide electrical design for new HVAC equipment being installed as indicated above. Fire Protection Design A. Provide design to relocated sprinkler heads as required by new layout. -----

----- Project Engineer Scope Scope of Work: Building Investigation: Conduct a thorough site investigation comparing the 1995 building plans with the asbuilt conditions of the project area. This will include verification of dimensions and construction materials, demolition requirements, and the MEP locations, connections, and conditions. The information will be used to develop the base drawings for the design of the renovations and for discussions with the District to define the project. Building Plans: Provide the required permit set of drawings for the proposed renovations of the locker rooms and weight room. The layout of the building will be based on our discussion and the Uniform Construction Code. The construction drawings will include: ? Architectural Plans of the building showing interior layout. ? Elevations showing construction and finishes. ? Wall sections and construction details. ? Life Safety Plan for egress, emergency lighting, etc. ? ADA access and compliance plan and details. ? Mechanical, Electrical, & Plumbing (MEP) by East Hills Engineering. All design drawings will be incorporated into the final drawing documents for permitting under the International Building Code. Specifications for the building construction materials and MEP equipment will be developed once the final design drawings are agreed upon by the township. Construction Services: Provide construction services that include review of shop drawings and equipment submittals from the contractor, pre-construction meeting with the District and contractor, one progress meeting, and a final punch-list meeting to review the finished project. This will be

Detailed Scope of Work Continues..

Job Order No: 057539.00
Job Order Title: Bedford SD High School Weight Room Project

completed by the design team that includes Coughenour Engineering and East Hills Engineering. Site Views and Consultation: During the design, permitting and construction, site meetings and telephone consultations regarding the design and layout, in addition to those listed above, will be provided on a time and material basis. Subject to the terms and conditions of JOC Contract KPN-201801JOCC-06.

<hr/>	<hr/>
Requestor	Date

<hr/>	<hr/>
Clifton Clark, President	Date

Contractor's Cost Proposal - Summary (L/E/M)

Date:	April 30, 2018	
Re:	IQC Master Contract #:	KPN-201801JOCC-06
	JOC Work Order #:	057539.00
	Owner PO #:	
	Title:	Bedford SD High School Weight Room Project
	Contractor:	Clark Contractors, Inc.
	Proposal Value:	\$21,646.10

MEP Design	\$14,327.60
Project Engineer	\$7,318.50
Proposal Total	\$21,646.10

This Proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

Contractor's Cost Proposal - Detail (L/E/M)

Date: April 30, 2018

Re: IQC Master Contract #: KPN-201801JOCC-06
 JOC Work Order #: 057539.00
 Owner PO #:
 Title: Bedford SD High School Weight Room Project
 Contractor: Clark Contractors, Inc.
 Proposal Value: \$21,646.10

Sect.	Item	Mod.	UOM	Description						Line Total	
Labor	Equip.	Material	(Excludes)								
MEP Design											
1	01	22	20	00 0051	HR	Principal Engineer					\$2,142.00
					Installation	Quantity		Unit Price		Factor	Total
						9.00	x	200.00	x	1.1900	= 2,142.00
2	01	22	20	00 0052	HR	Senior Engineer					\$2,142.00
					Installation	Quantity		Unit Price		Factor	Total
						12.00	x	150.00	x	1.1900	= 2,142.00
3	01	22	20	00 0053	HR	Engineer					\$4,331.60
					Installation	Quantity		Unit Price		Factor	Total
						28.00	x	130.00	x	1.1900	= 4,331.60
4	01	22	20	00 0054	HR	Draftsman					\$5,712.00
					Installation	Quantity		Unit Price		Factor	Total
						60.00	x	80.00	x	1.1900	= 5,712.00
Subtotal for MEP Design										\$14,327.60	
Project Engineer											
5	01	22	20	00 0051	HR	Principal Engineer					\$1,190.00
					Installation	Quantity		Unit Price		Factor	Total
						5.00	x	200.00	x	1.1900	= 1,190.00
6	01	22	20	00 0053	HR	Engineer					\$2,320.50
					Installation	Quantity		Unit Price		Factor	Total
						15.00	x	130.00	x	1.1900	= 2,320.50
7	01	22	20	00 0054	HR	Draftsman					\$3,808.00
					Installation	Quantity		Unit Price		Factor	Total
						40.00	x	80.00	x	1.1900	= 3,808.00
Subtotal for Project Engineer										\$7,318.50	
Proposal Total										\$21,646.10	

This Proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

MEP Design Scope

SCOPES OF DESIGNS

HVAC Design

- A. New Weight Room:
 - a. Demolish existing HVAC system supply and exhaust systems to accommodate new layout.
 - b. Rework existing piping system to accommodate new layout.
 - c. Reuse existing unit ventilator currently serving the girls locker room to serve the new Weight Room if possible.
 - d. Add cooling to the existing unit ventilator (or provide new unit ventilator with cooling capability) by extending chilled water from the main piping above the ceiling of Corridor B101.

- B. Renovate Boys Locker Room into new Girls Locker Room:
 - a. Reuse existing HVAC systems for new layout.
 - b. Revise heating system as required to accommodate hallway renovation between new girls and existing boy's locker rooms.
 - c. Add cooling to the existing unit ventilator (or provide new UV with cooling capability) by extending chilled water from the main piping above the ceiling of Corridor B101.

- C. Renovate existing Weight room into new Gym Class Locker Area/Storage.
 - a. Reuse existing HVAC systems for new layout.
 - b. Provide new fan coils with cooling capability and extend chilled water from the main piping above the ceiling of Corridor B101.

Plumbing Design

- A. Demolish existing plumbing fixtures as indicated on Project Sketch.

- B. Select and specify plumbing fixtures where indicated to be replaced on the Project Sketch and per the scope of work and as summarized below:
 - a. Remove sink, supply, and drain in janitor's closet B115.
 - b. Remove sink, supply, and drain at counter in B113.

- c. Relocate existing high/low water fountain to toilet room wall that is remaining in B113.
 - d. Remove all toilets, supply, and drains from Toilet Room B118 being removed.
 - e. Remove all showers, supply, and drains from Shower B121 being removed.
 - f. Remove all showers, supply, and drains from Shower B122 being removed.
 - g. Install new high/low water fountain in B123.
 - h. Replace two existing wall mounted urinals with two toilets and stalls in Toilet B128.
- C. Design cold, hot and hot water return, sanitary, waste and vent piping systems for all plumbing fixtures shown to be replaced or installed.

Electrical Design

- A. Coordinate demolition of existing power receptacles and other power wiring feeding equipment installed in rooms being renovated or demolished.
- B. Provide new lighting layout for all spaces being renovated including New Weight Room, New Girls Locker Room, Boys Locker Room and New Gym Class Locker Room.
- C. Provide new power and receptacle layouts for new spaces as required by the Owner and applicable building codes. Note: If power will be required to new weight equipment, a layout will need to be provided showing the locations of the equipment and information of the new equipment will need to be provided by others.
- D. Provide new emergency/exit lighting layout as required.
- E. Provide electrical design for new HVAC equipment being installed as indicated above.

Fire Protection Design

- A. Provide design to relocated sprinkler heads as required by new layout.

Project Engineer Scope

Scope of Work:

Building Investigation:

Conduct a thorough site investigation comparing the 1995 building plans with the asbuilt conditions of the project area. This will include verification of dimensions and construction materials, demolition requirements, and the MEP locations, connections, and conditions. The information will be used to develop the base drawings for the design of the renovations and for discussions with the District to define the project.

Building Plans:

Provide the required permit set of drawings for the proposed renovations of the locker rooms and weight room. The layout of the building will be based on our discussion and the Uniform Construction Code. The construction drawings will include:

- ? Architectural Plans of the building showing interior layout.
- ? Elevations showing construction and finishes.
- ? Wall sections and construction details.
- ? Life Safety Plan for egress, emergency lighting, etc.
- ? ADA access and compliance plan and details.
- ? Mechanical, Electrical, & Plumbing (MEP) by East Hills Engineering.

All design drawings will be incorporated into the final drawing documents for permitting under the International Building Code.

Specifications for the building construction materials and MEP equipment will be developed once the final design drawings are agreed upon by the township.

Construction Services:

Provide construction services that include review of shop drawings and equipment submittals from the contractor, pre-construction meeting with the District and contractor, one progress meeting, and a final punch-list meeting to review the finished project. This will be completed by the design team that includes Coughenour Engineering and East Hills Engineering.

Site Views and Consultation:

During the design, permitting and construction, site meetings and telephone consultations regarding the design and layout, in addition to those listed above, will be provided on a time and material basis.



ATHLETIC TRAINING AGREEMENT

THIS AGREEMENT, dated as of the 4th day of May 2018, between ProCare PT, LP, hereinafter referred to as "ProCare" and Bedford Area School District, hereinafter referred to as the "District".

WITNESSETH

WHEREAS, the District wishes ProCare to provide athletic training services,

WHEREAS, ProCare, a limited partnership in Pennsylvania, is willing to render athletic training services to the District.

WHEREAS, the District maintains fully accredited post-secondary educational institutions offering academic and athletic opportunities to its students:

WHEREAS, ProCare desires to assist the District in developing and maintaining an athletic program designed to prevent and/or reduce athletic injuries and promote the safe and prompt rehabilitation of students after athletic injuries: and,

WHEREAS, the District desires to obtain the assistance of and use of the facilities and services of ProCare to compliment its interscholastic athletic events and physical education program.

WHEREAS, the parties now wish to set forth in writing the terms of their agreement.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein set forth and other good valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto, intending to be legally bound hereby, agree as follows:

1. TERM OF ENGAGEMENT

ProCare proposes a three-year (3) contract, renewable annually, commencing on Wednesday, July 1, 2021, which is subject to an annual review. The parties shall have the option to cancel the engagement for the third (3rd) contract year (July 1, 2020 - June 30, 2021) provided that written notice is given to the other party within forty-five (45) days prior to the end of the contract year in question. Failure by either party to provide written notice to terminate the contract will cause the third (3) year of the contract to automatically renew under the same terms as specified.

The compensation to be paid by the District to ProCare for Athletic Training Services is \$105,000 (\$35,000.00 annually) for the entire length of the contract, commencing July 1, 2018 and terminating on June 30, 2021.

The District agrees to pay ProCare the full amount agreed in this contract according to the following schedule for each year of the contract:

Payment 1	\$8750 paid on or before August 15
Payment 2	\$8750 paid on or before November 15
Payment 3	\$8750 paid on or before February 15
Payment 4	\$8750 paid on or before May 15

2. DESCRIPTION OF SERVICES

ProCare agrees to provide athletic trainers, certified by NATA and/or licensed by the state, to perform the duties conferred on a high school athletic trainer to serve and perform the specific duties as outlined under the *Nature of Services Provided*.

Athletic trainers shall be employees of, or under contract with ProCare. ProCare shall be responsible for the payment of all compensation and for providing all employment support and benefits, including but not limited to unemployment and workers' compensation coverage, for such athletic trainers. ProCare's athletic training staff will not be entitled to any benefits through the District, including but not limited to insurance or paid leave days.

ProCare shall be responsible for directly providing all of the medical services and any other supportive services required in connection with this position as outlined under *Nature of Services Provided*.

ProCare athletic training staff shall maintain and submit a monthly record of student treatment/assessment to the Director of Athletics and will provide a year-end medical report, if so requested by the Board of Education.

ProCare shall provide to the District a certified athletic trainer for all events as per attached list titled *Athletic Trainer Availability Requirements*.

3. NATURE OF SERVICES PROVIDED

Athletic Trainer Services

The following athletic training services shall be provided, but not necessarily limited to:

- The evaluation and treatment of minor injuries for athletes in all sports, year round in junior and senior high
- The application of first aid and other medical services as is reasonable and possible under the circumstances pending the arrival of ambulance services in the case of major injuries
- Preventative taping and strapping of athletes as needed
- Providing nutritional information to student athletes
- Following district concussion protocol including performing sideline assessment of concussions test for all contact sports. Athletic trainer will retest any student athlete who sustained a traumatic brain injury following district concussion protocol
- Monitoring the wrestling weight management program and assist with hydration testing

- Designing workout/rehab programs for student athletes
- Providing conditioning and flexibility training suggestions to the coaching staffs of the District with the advice and/or consent of a team physician.
- Developing injury prevention training and programs with the advice and consent of a team physician.
- Assisting in preparation/inventory of first aid kits for coaches to take on Away sporting events
- Providing the Director of Athletics and school health office personnel with an accurate record of treatment rendered for all athletic injuries
- Following up on and filling out accident reports for student injuries as needed
- Facilitating communication between an injured athlete, the coach, the Director of Athletics, school health office personnel, and the family physician as required/needed
- Assisting health providers in collecting data for PIAA CIPPE one day in June

ProCare will provide the Director of Athletics with a list of equipment and supplies based on need required to render the services in sufficient time to permit the District athletic department to obtain such equipment and supplies. Prior to each season the athletic trainer shall inventory medical supplies and re-stock medical kits (provided by the District) for each team.

ProCare will meet quarterly with the Director of Athletics and school administration to discuss services. Meetings will occur at times that are mutually agreeable.

Communication of Student Athlete Health Related Concerns

The athletic trainer will contact parents/guardians to discuss medical related issues involving student athletes in a timely manner.

Prior to each sports season, the school health office will provide the athlete trainer with a list of student athletes that require standing orders for emergency epinephrine and other special medical needs or emergency protocol as allowed by Pennsylvania Education Law.

The school nurses will be available by phone, and/or email, to the athletic trainer in order to discuss student medical concerns, and/or school health services, as needed and will meet with school nurses and/or with school officials if appropriate to discuss health related concerns specific to athletic participation.

The athletic trainer will maintain confidentiality in all student information in accordance with the law.

Other Responsibilities

The athletic trainer will perform all other tasks and assumes all other responsibilities as determined by the Director of Athletics in conjunction with the athletic trainer position.

The District will provide the athletic trainer with the use of a training room, supplies, and equipment necessary to carry out the duties and responsibilities required to execute his/her duties.

The athletic department will provide the athletic training services provider with a master game schedule prior to each season and will communicate changes in the schedule that affect the athletic trainer within a reasonable time period.

The athletic trainer will provide the athletic department with a schedule of training room hours prior to each season. All schedules will be coordinated with and approved by the Director of Athletics.

The District shall provide advertisement for ProCare services in support of all Bedford Area School District athletic booster organizations through program advertisements and banner placements at all athletic events. All banners will be supplied by ProCare.

Other Services

ProCare agrees to provide a gas-powered golf cart for the exclusive use by the athletic trainer during the course of his/her daily duties. ProCare retains ownership and advertising rights of the golf cart. ProCare is responsible for all maintenance of the golf cart. The District is responsible for fueling of the golf cart and is also responsible for providing a secure holding area for the golf cart.

4. ASSIGNMENT OF AGREEMENT

It is mutually understood and agreed that ProCare shall not assign, transfer, convey, sublet, or otherwise dispose of the contract, of his right, title or interest therein, or his/her power to execute such contract to any other person, company or corporation.

5. INDEMNIFY

ProCare agrees to indemnify, defend and hold the Bedford Area School District, its Board of Education, officers and employees harmless from and against all liability, claims, actions, proceedings and suits, of any name and nature, initiated as the result of any action or inaction of ProCare, its agents, servants, or employees as it may relate to the services provided by ProCare pursuant to this Agreement.

6. TERMINATION

Either party may terminate this agreement for cause immediately upon given written notice thereof to the other party. Cause specifically to include:

- Either party's material violation of the terms of this Agreement
- Either party engaging in conduct which, in good faith determination of the other, has injured the business or reputation of the affected party, or which has otherwise materially and adversely affected its interests.

Either party may terminate this agreement without cause by a forty-five (45) day written notice to the other party.

7. INSURANCE REQUIREMENT

Notwithstanding any terms, conditions or provisions, in any other writing between the parties, ProCare agrees to effectuate the naming of the District as an unrestricted additional insured on ProCare's insurance policies, with the exception of workers' compensation and professional liability. If the policy is written on a claims-made basis, the retroactive date must precede the date of the contract.

ProCare shall maintain professional liability insurance (malpractice insurance) in the minimum amount of One Million (\$1,000,000) Dollars for professional staff employed by ProCare who provide professional services to the District. This insurance will be maintained in full force and effect at all times.

The policy naming the District as an additional insured shall:

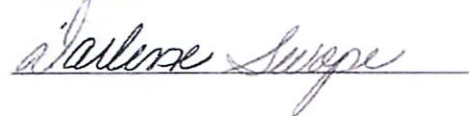
- Purchase an insurance policy from an A.M. Best rated "secured" insurer, authorized to conduct business in Pennsylvania.
- Contain a 30-day notice of cancellation.
- State that the organization's coverage shall be primary coverage for the District, its Board, employees and volunteers.
- The district shall be listed as an additional insured by using endorsement CG 2026 or broader. The certificate must state that this endorsement is being used. If another endorsement is used, a copy shall be included with the certificate of insurance.
- The athletic trainer service provider agrees to indemnify the District for any applicable deductibles.

Required Insurances include:


- Commercial General Liability Insurance (\$1,000,000 per occurrence / \$2,000,000 aggregate)
- Automobile Liability (\$1,000,000 combined single limit for owned, hired and borrowed and non-owned motor vehicles)
- Workers' Compensation
- Statutory Workers' Compensation, Employers' Liability for all employees
- Professional liability insurance (in the minimum amounts of \$1,000,000 per occurrence and \$3,000,000 in the aggregate)
- Excess Insurance (on a "Follow-Form" basis, with limits of \$3,000,000 each occurrence and aggregate)

ProCare acknowledges that failure to obtain such insurance on behalf of the District constitutes a material breach of contract. The athletic trainer service provider is to provide the District with a certificate of insurance, evidencing the above requirements have been met, prior to the commencement of work or use of facilities. The failure of the District to object to the contents of the certificate or the absence of same shall not be deemed a waiver of any and all rights held by the District.

ATTEST:



PROCARE PT, LP

By: 
Kevin Naugle, PT
Director of Clinical Services

Date Signed: 5/4/18

ATTEST:

BEDFORD AREA SCHOOL DISTRICT

By: _____
Kyle Kane, Principal

Date Signed: _____

ATTACHMENT A

Athletic Trainer Availability Requirements

GENERAL AVAILABILITY REQUIREMENTS:

1. After school hours: Monday – Friday for pre-event taping, home event coverage and away football contests, injury assessment, post-game follow up for each contracted year. Hours will vary depending on the practice schedules and game schedules. Coverage will also be made available on Saturdays per practice and home event schedules.
2. The vendor will provide coverage for the fall heat acclimatization period, fall pre-season camps, holiday and school vacation periods on an adjusted schedule as determined by the Director of Athletics.
3. The athletic trainer will not be required to come in on snow days or in the event that after-school activities are canceled.
4. The Director of Athletics must be notified and must approve any changes that the athletic trainer makes to his or her daily training room schedule.
5. The athletic trainer will need to notify the athletic department if they are not coming in to work as scheduled and as early as possible. The vendor should make every attempt to provide alternate coverage in the event that the regular athletic trainer is not available to cover a contest.
6. All game schedules will be confirmed prior to each season.
7. Athletic trainer services coverage will include all practices/scrimmages, home site games, playoffs, tournaments etc. for all teams.
8. In the event of multiple event sites and time overlaps, the Director of Athletics will determine where the athletic trainer is most needed.
9. If there are two or more athletic events occurring at the same time at the same site or location (i.e. HS gymnasium and soccer field), the athletic trainer will provide services for the multiple athletic competitions.
10. If the District requests ProCare's athletic trainer to participate in an out of town athletic event requiring travel and/or overnight lodging, the District shall provide and pay the direct costs of such additional expenses as they are incurred by or on behalf of ProCare's athletic trainer.

The chart below is to serve as a further guide of the availability expectations for the athletic trainer.

<u>EVENT</u>	<u>HOME</u>	<u>AWAY</u>	<u>OTHER</u>
Varsity Football	X	X	Preseason camp/scrimmages
JV Football	X		
Jr. High Football / 7 th grade	X		
Varsity Girls Volleyball	X		
Jr. High Girls Volleyball	X		
Boys Soccer	X		
Girls Soccer	X		
Varsity Boys Basketball	X		
Jr. High Boys Basketball	X		
Varsity Girls Basketball	X		
Jr. High Girls Basketball	X		
Varsity Baseball	X		
Jr. High Baseball	X		
Varsity Softball	X		
Jr. High Softball	X		
Varsity Wrestling	X		Including at least 2 ATC for Thomas Chevrolet Tournament
Jr. High Wrestling	X		Including Christmas Tournament
Boys and Girls Track	X		Including Bedford Invitational
Cross Country	X		
Girls Tennis	X		
Boys Tennis	X		
Golf	X		
Cheerleading	X		



CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
07/08/2017

Holder Identifier :

Certificate No : 570067465896



THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Aon Risk Services Southwest, Inc. Houston TX Office 5555 San Felipe Suite 1500 Houston TX 77056 USA	CONTACT NAME: PHONE (A/C. No. Ext): (866) 283-7122 FAX (A/C. No.): 800-363-0105 E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE NAIC #	
INSURED U. S. Physical Therapy, Inc. 1300 W Sam Houston Parkway S Suite 300 Houston TX 77042 USA	INSURER A: Homeland Insurance Company of NY	34452
	INSURER B: Lloyd's Syndicate No. 2623	AA1128623
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER: 570067465896** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATION MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. Limits shown are as requested

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		MFL0040920717	07/20/2017	07/20/2018	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY Included GENERAL AGGREGATE \$5,000,000 PRODUCTS - COM/OP AGG Included Med Exp Aggregate \$25,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> Hired AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION		W115C0170801 PL is Claims Made	07/20/2017	07/20/2018	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT E.L. DISEASE-EA EMPLOYEE E.L. DISEASE-POLICY LIMIT
A	Misc Med Prof		MFL0040920717 Claims Made	07/20/2017	07/20/2018	Each Incident \$1,000,000 Aggregate \$5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Named Insured Includes: ProCare PT Limited Partnership. See Attached Clinic and Therapist Listing.

CERTIFICATE HOLDER

CANCELLATION

ProCare PT, Limited Partnership 310 Penn Street, Suite 103 Hollidaysburg PA 16648 USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Aon Risk Services Southwest, Inc.</i>

Bedford Area School District
Elizabeth Littlefield
Director of Food Services

Food Service Office
 330 East John St
 Bedford, PA 15522
 Ph 814-623-4236
 Fax 814-623-5570
 littlefieldb@bedford.k12.pa.us

Date: May 4, 2018

To: Dr. Allen Sell

Re: School Meal Prices for the May Board Agenda

Dr. Sell,

As of July 1, 2011, Section 205 of the Healthy, Hunger Free Kids Act requires that schools participating in the School Nutrition Programs price their paid meals so that reimbursement received for free or reduced priced meals is not offsetting the cost to produce the paid meal. At this time, I would like to request an increase in meal prices (breakfast and lunch) for the 2018-2019 school year. We will also be increasing the adult price for lunch.

	<u>2017-2018</u>	<u>Proposed</u> <u>2018-2019</u>	<u>Increase</u>
Elementary & Secondary Breakfast -	\$1.20	\$1.20	\$0.00
Adult Breakfast -	\$1.60	\$1.60	\$0.00
Elementary Lunch -	\$2.15	\$2.25	\$0.10
Secondary Lunch -	\$2.25	\$2.35	\$0.10
Adult Lunch with Beverage -	\$3.30	\$3.40	\$0.10

Even with the increase in price, we will still be in line with our surrounding County Schools for breakfast and lunch prices (please see attached list). If you have any questions, please contact me.

Sincerely,
 Elizabeth Littlefield

Bedford County Breakfast & Lunch Prices in 2017-2018					
	Lunch Price 6-12	Lunch Price K-5	Breakfast Price K-12	Adult Price Lunch	Adult Price Breakfast
Bedford Area	\$2.25	\$2.15	\$1.20	\$3.30	\$1.60
Chestnut Ridge Area	\$2.10	\$1.90	\$1.25	\$3.35	\$2.35
Everett Area	\$2.15	\$2.00	\$1.00	\$3.45	\$1.65
Hope for Hyndman	Free	Free	Free	Free	Free
Northern Bedford Area	\$2.25	\$2.15	\$1.10	\$3.50	\$1.50
Tussey Mountain Area	\$2.40	\$2.40	\$1.20	\$3.35	\$1.70
Proposed Meal Prices	\$0.10	\$0.10	\$0.00	\$0.10	\$0.00
for 2018-2019 Sch Yr	\$2.35	\$2.25	\$1.20	\$3.40	\$1.60

Bedford County Breakfast & Lunch Prices in 2017-2018					
	Lunch Price 6-12	Lunch Price K-5	Breakfast Price K-12	Adult Price Lunch	Adult Price Breakfast
Bedford Area	\$2.25	\$2.15	\$1.20	\$3.30	\$1.60
Chestnut Ridge Area	\$2.10	\$1.90	\$1.25	\$3.35	\$2.35
Everett Area	\$2.15	\$2.00	\$1.00	\$3.45	\$1.65
Hope for Hyndman	Free	Free	Free	Free	Free
Northern Bedford Area	\$2.25	\$2.15	\$1.10	\$3.50	\$1.50
Tussey Mountain Area	\$2.40	\$2.40	\$1.20	\$3.35	\$1.70
Proposed Meal Prices for 2018-2019 Sch Yr	\$0.10 \$2.35	\$0.10 \$2.25	\$0.00 \$1.20	\$0.10 \$3.40	\$0.00 \$1.60

BEDFORD ELEMENTARY ACTIVITY ACCOUNT (Interest Bearing Checking Account)

Name of Club	Dates	Beginning Balance	Expenditures	Deposits/Interest	Ending Balance
Activity Account	Jan 1, 1018 - March 31, 2018	\$52,472.11	\$16,795.84	\$6,083.09	\$41,759.36
TOTAL					\$41,759.36

Principal's Signature: _____

BEDFORD MIDDLE SCHOOL ACTIVITY ACCOUNT (Interest Bearing Checking Account)
(3rd Quarter- January 1, 2018 through March 31, 2018)

Name of Club	Dates	Beginning Balance	Expenditures	Cash Receipts	Ending Balance
Band Account	January 1 through March 31, 2018	\$ 0.07			\$ 0.07
Cheerleaders	January 1 through March 31, 2018	\$ 88.67			\$ 88.67
Science Club	January 1 through March 31, 2018	\$ 4,102.09	\$ 707.00		\$ 3,395.09
Student Council	January 1 through March 31, 2018	\$ 17,352.19	\$ 7,885.97	\$ 3,646.44	\$ 13,112.66
Yearbook	January 1 through March 31, 2018	\$ 3,522.36		\$ 340.43	\$ 3,862.79
					<u>\$ 20,459.28</u>
TOTAL		\$ 25,065.38	\$ 8,592.97	\$ 3,986.87	\$ 20,459.28

BEDFORD MIDDLE SCHOOL ATHLETIC ACCOUNT (Interest Bearing Checking Account)

January 1 through March 31, 2018	\$ 4,696.08	\$ 6,983.16	\$ 7,845.23	\$ 5,558.15
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BEDFORD HIGH SCHOOL ACTIVITY ACCOUNT					
<u>Name of Club</u>	<u>Dates</u>	<u>Beginning Balance</u>	<u>Cash Receipts</u>	<u>Expenditures</u>	<u>Ending Balance</u>
Band	JAN FEB MARCH 2018	\$ 951.75		\$ 676.26	\$ 275.49
Bison Herald	JAN FEB MARCH 2018	\$ 123.99			\$ 123.99
Bots IQ	JAN FEB MARCH 2018	\$ 1,154.46	\$ 1,568.00	\$ 1,752.24	\$ 970.22
Cheerleaders	JAN FEB MARCH 2018	\$ 2.88			\$ 2.88
Chorus	JAN FEB MARCH 2018	\$ 10,052.75	\$ 10,629.00	\$ 7,057.98	\$ 13,623.77
Class of 2017	JAN FEB MARCH 2018	\$ 408.49		\$ 253.98	\$ 154.51
Class of 2018	JAN FEB MARCH 2018	\$ 19,085.62	\$ 14,814.00	\$ 27,868.05	\$ 6,031.57
Class of 2019	JAN FEB MARCH 2018	\$ 11,346.10	\$ 9,112.25	\$ 6,294.92	\$ 14,163.43
Class of 2020	JAN FEB MARCH 2018	\$ 3,833.78	\$ 5,090.50	\$ 3,360.30	\$ 5,563.98
Class of 2021	JAN FEB MARCH 2018	\$ 1,875.90	\$ 1,434.35	\$ 1,054.50	\$ 2,255.75
Envirothon	JAN FEB MARCH 2018	\$ 1,608.22		\$ 105.00	\$ 1,503.22
FBLA	JAN FEB MARCH 2018	\$ 1,885.95	\$ 753.75	\$ 973.75	\$ 1,665.95
FCCLA	JAN FEB MARCH 2018	\$ 600.93			\$ 600.93
Hot Shots	JAN FEB MARCH 2018	\$ 394.83			\$ 394.83
Interact	JAN FEB MARCH 2018	\$ 293.13	\$ 1,036.00	\$ 1,035.85	\$ 293.28
Jazz Band	JAN FEB MARCH 2018	\$ 952.82			\$ 952.82
Mock Trial	JAN FEB MARCH 2018	\$ 494.36	\$ 1,793.00	\$ 959.00	\$ 1,328.36
NHS	JAN FEB MARCH 2018	\$ 2,797.65	\$ 699.00	\$ 312.78	\$ 3,183.87
Pa Jr Classical League	JAN FEB MARCH 2018	\$ 571.45	\$ 3,940.35	\$ 3,910.00	\$ 601.80
Reading Competition	JAN FEB MARCH 2018	\$ 144.12	\$ 16.00		\$ 160.12
SADD	JAN FEB MARCH 2018	\$ 530.06	\$ 1,043.82	\$ 880.52	\$ 693.36
Ski Club	JAN FEB MARCH 2018	\$ 5,016.73	\$ 264.00	\$ 3,429.60	\$ 1,851.13
Stampede	JAN FEB MARCH 2018	\$ 4,031.12	\$ 2,904.00	\$ 2,783.00	\$ 4,152.12
Student Council	JAN FEB MARCH 2018	\$ 5,540.40		\$ 500.78	\$ 5,039.62
TSA	JAN FEB MARCH 2018	\$ 1,797.88	\$ 3,805.00	\$ 4,368.18	\$ 1,234.70
Yearbook	JAN FEB MARCH 2018	\$ 1,294.52	\$ 3,683.00	\$ 151.39	\$ 4,826.13
Other (Bank Fees)	JAN FEB MARCH 2018	\$ (247.56)		\$ -	\$ (247.56)
					\$ -
TOTAL	JAN FEB MARCH 2018	\$ 76,542.33	\$ 62,586.02	\$ 67,728.08	\$ 71,400.27
					\$ -
BEDFORD HIGH SCHOOL ATHLETIC FUND					
					\$ -
Athletics	JAN FEB MARCH 2018	\$ 17,052.20	\$ 22,856.62	\$ 31,082.86	\$ 8,825.96