

**NORTHERN BEDFORD COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
Agenda for Tuesday, September 13, 2011**

Opening

1. Call to order
2. Prayer and Pledge to Flag. (Led by Byron Morral)
3. Roll Call

Public Comment and Reports

4. Recognize citizens who wish to address the board.
Joshua Zelanko addressed the board regarding the hand signals being used at the elementary school. Mr. King answered the question by explaining that the teacher inservice at the beginning of the school year was presented by APL. Part of the training was to make your learning easier and your rules for the classroom known and followed. Mr. Sherlock, Supervisor of Curriculum and Instruction, stated that with the APL training, emphasized instructional strategies and classroom management techniques. It will allow the teachers to have better classroom management and in turn have more time for instructional. The administrators are taking a step back to get parameters and consistency among grade levels at the elementary, middle, and high school. For example, if a student needs to sharpen their pencil, it's a way to not interrupt the entire classroom instruction to allow that student to sharpen their pencil. Ms. Loudon, Elementary Principal and Mr. Sherlock gave examples and explained the term "Re-teaching" which also came out of the recent inservice training.
5. Approve the minutes of the August 9, 2011 meeting.
BOYD TROUTMAN
6. Communications
There were no items of communication to address.
7. Student Board Representative Report
Courtney Reasy, the student council President, could not attend the meeting this evening but did file a report which was read. Upcoming events that student council is planning include the homecoming dance on October 8th. The theme for this year's dance will be Island Getaway. Also, we will be hosting a blood drive on November 21st in the high school gym. Student council would also like to do a service project this year. If the board or administrators have any suggestions for these projects, the student council would like to hear them soon.
8. Recognition of Northern Bedford High School Auto Club and the Outstanding Community Service Award given by the Hollidaysburg Veterans Home.
Mr. Dibert was presented along with two students an outstanding community service award by the Hollidaysburg Veterans Home. The students and Mr. Dibert expressed how greatly they are influenced by visiting the Hollidaysburg Veterans Home.

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Personnel – CONSENT MOTION ITEMS 9-14 BOYD AND DRENNING

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

Heather Salisbury	Social Studies and English
Jennifer Long	Music K-12
Samantha Brumbaugh	Elementary K-6
Vanessa Ebersole	Elementary K-6
Sonja Ebersole	Instructional Assistant
Nicole Diehl	Food Service
Jennifer Long	Food Service (pending completion of paperwork)
Lisa College	Food Service (pending completion of paperwork)

10. Grant permission to hire Jolinda Mock as a Dishwasher/Kitchen Worker (5.75 hours/day) in the elementary food service department.
11. Grant permission to hire Jessica Musselman as a Dishwasher (2.5 hours/day) in the elementary food service department.
12. Approve Gary Lee Smith as a substitute bus and van driver for Leidy-Cragan Transportation.

Approvals

13. Grant permission to contract with Extended Family Programs, Inc. and Appalachia Intermediate Unit 08 for services associated with students placed at Extended Family Academy.
14. Approve the following job descriptions.

Secretarial – Food Service
Kitchen Manager

REPORTS AND DISCUSSION – CONSENT MOTION ITEMS 15-19 – SNYDER DOUGLAS

15. Administrative Reports
16. Federal Programs Report
17. Athletics Report
18. Financial Reports
19. Approve payment of invoices.

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20. Grant permission to issue a change order of up to 10% of the original bid (\$27,300) of the elementary windows bid underway by Lawruk Builders to apply the exterior sealant at three designated locations to determine if the window water leaking problem can be resolved or the problem determined.

SNYDER BOYD

21. Adjournment

DRENNING SNYDER 8:20 PM

August 9, 2011 - School Board Minutes

The Board of Directors of the Northern Bedford County School District met on Tuesday, August 9, 2011 at 6:00 pm in the nurse's suite of the Elementary building in Loysburg, PA.

The following members were present: Elizabeth Boyd, Chris Cronrath, John Douglas, Alan Drenning, Larry Garlock, Byron Morral, Matt Snyder, and Suzette Troutman. Absent: Melissa Douglas. Also present were Mr. Scott E. King, Superintendent; Mr. Trevor Replogle, Middle School Principal; Mr. Dave Burkett, High School Principal; Mr. Wayne Sherlock, Supervisor of Curriculum and Instruction; Ms. Carol Loudon, Elementary Principal; Teri Biddle, business manager/board secretary; John Eshelman, and Allan Bassler of the Morrisons Cove Herald.

The agenda was reviewed in preparation for the public meeting.

August 9, 2011 - School Board Minutes

The Board of Directors of the Northern Bedford County School District met on Tuesday, August 9, 2011 at 7:30 pm in the library of the Elementary building in Loysburg, PA.

The following members were present: Elizabeth Boyd, Chris Cronrath, John Douglas, Alan Drenning, Larry Garlock, Byron Morral, Matt Snyder, and Suzette Troutman. Absent: Melissa Douglas. Also present were Mr. Scott E. King, Superintendent; Mr. Trevor Replogle, Middle School Principal; Mr. Dave Burkett, High School Principal; Mr. Wayne Sherlock, Supervisor of Curriculum and Instruction; Ms. Carol Loudon, Elementary Principal; Teri Biddle, business manager/board secretary; John Eshelman, and Allan Bassler of the Morrisons Cove Herald.

Also present was John Eshelman, Wayne Feight, Gregg Carbaugh, Roseanna Carbaugh, Elizabeth Koehler of the Bedford Gazette and Allan Bassler of the Morrisons Cove Herald

1. The meeting was opened with prayer and pledge to the flag led by Larry Garlock.
2. Wayne Feight wished to address the board. He raised concerns about additional parking for the upcoming building renovations. Mr. King responded by saying that PlanCon Part A has been submitted. The next step will be to have a sit down meeting with the architect and civil engineer to address the parking and other site plan issues regarding the entire site. He also addressed concerns about the changing of the boiler system whether the piping of the high school building will be sufficient. Mr. King replied by stating that Kelly Sparks, Maintenance Supervisor, has been working closely with Reynolds in regard to these very concerns. These and many other issues will be worked out during the development of the project.
7. Mr. Cronrath moved, seconded by Mrs. Boyd, to approve the minutes of the July 19, 2011 meeting. All members present voted "yes".
8. There were eight items of communication read. The first was a request for resignation from Tina Gojeski in the Elementary Food Service department. The second item was a request for resignation from Anna Crooks in the Elementary Food Service department. The third item was a request from Abigail Martin for family medical leave. The fourth item was a request from Andy and Bevette Lingenfelter requesting their son, Seth Lingenfelter, to participate in cross country this fall as a district level participant. The fifth item was a request from Mary and Gene Snyder requesting permission for their daughter, Maria Snyder, to be able to participate in fall sports of cross-country and girls tennis at the district level. The sixth item was a request from Mike and Jennifer Heck requesting permission for their son, Michael Heck, to be able to participate in the fall sport of cross-country at the district level. The seventh item was a request from Wayne Sherlock for his son, Collin Sherlock, to participate in varsity cross country during the fall season. The eighth item was a request from Wayne Sherlock for his son, Cameron Sherlock, to participate in junior high cross country during the fall season.

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9. Mr. Drenning moved, seconded by Mrs. Boyd, to do the following items as a consent motion. All members present voted "yes".

- Accept the resignation of Tina Gojeski in the food service department at the elementary building.
- Approve the following people as substitute employees provided each candidate has on file a valid teaching certificate (professional), criminal background check, child abuse history clearance, FBI fingerprinting, required health examination and TB test, and Federal form I-9.

Christine Ebersole
Jessica Musselman

Certified School Nurse
Food Service Substitute

- Approve the following paid coach for 2011/12 Fall and Winter Sports Season.

Ashlan Clark
Tina Masters

Wrestling Cheerleading Advisor
Assistant Junior High Girls Volleyball Coach for
2011/12

- Approve the following volunteer coaches for the 2011/12 Fall Sports Season.

- Ron Doverspike Volunteer Varsity Girls Soccer
Sean Robison Volunteer Volleyball Coach

- Grant permission to transfer the maximum allowable ill day transfer for the following employees per the PA School Code.

Patrick J. Noel 25 days
Heidi Ake 25 days

- Request family and medical leave for Abigail Martin returning September 13, 2011.
- Accept the resignation of Anna Crooks as dishwasher in the food service department.

10. Mr. Cronrath moved, seconded by Mrs. Troutman, to do the following items as a consent motion. All members present voted "yes".

- Recommend appointment of Dr. Daniel Ritchey as school dentist.
- Recommend appointment of Dr. Duane Dilling as school physician.
- Grant permission to approve the following handbooks: (attached separately from agenda)
Substitute Teacher
Coaches Handbook

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Therapeutic Support Staff (TSS) Handbook
Elementary Faculty Handbook
Middle School Faculty Handbook
High School Faculty Handbook
Elementary Student and Parent Handbook
Middle School Student and Parent Handbook
High School Student and Parent Handbook
Northern Bedford County School District Employee Handbook

- Request approval of bus drivers/substitute bus drivers as recommended by the transportation contractors as per attached list.
- Request approval to apply for emergency permits (for day-to-day and long-term substitute) for qualified individuals. (This enables flexibility for a substitute to teach in multiple curriculum areas.)
- Request authorization to employ day-to-day substitute employees (professional and support staff) as needed provided each candidate has on file a valid teaching certificate (professional) criminal background check, child abuse history clearance, FBI fingerprinting, required health examination and TB test, and Federal form I-9.
- Approve staff assignments for the 2011/12 school year as attached.

Administration

Elementary professional staff assignments

Middle/Senior High school professional staff assignments

Department Chairpersons/Lead Teachers for Elementary and Middle/Senior High School

Support staff assignments

Mentors

Elementary and Middle/Senior High School Paid Advisory Positions

- Approve the appointment of the Senior High Student Council President, Courtney Reasy, as a non-voting student representative to the school board.
- Grant permission to enter into yearly maintenance service contracts with the following vendors:

FIT Optimized Solutions	Air Conditioning Units at Elementary and Middle/High Schools	\$10,800.00/year – maximum of 15 days/year
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- Grant permission for the following students to participate in fall sports at the district level. Parents will be responsible for any expenses for the student to compete in regular season and District 5 meet expenses.

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Maria Snyder	Cross Country and Girls Tennis
Michael Heck	Cross Country
Collin Sherlock	Cross Country
Cameron Sherlock	Cross Country
Seth Lingenfelter	Cross Country

- Grant permission to partner with Bedford-Somerset MH/MR Student Assistance Program for the 2011/12 school year.
 - Approve the change to the Master Architect Agreement dated 3/9/2010 with Burt, Hill Inc. to Stantec Architecture Inc. ("Stantec") as a result of a merger acquisition of Burt, Hill Inc.
 - Grant permission to establish an investment account with Pennsylvania Local Government Investment Trust (PLGIT) for the bond construction account. PLGIT currently holds the capital reserve account. Investments would be with the PLGIT Arm division and would be structured to work with the draw schedule of the construction project. Bank of NY Mellon would be the paying agent only for the bond payments.
 - Grant permission to apply for Local Safe and Drug Free Schools and Communities Grant which will provide matching funds up to \$3,000 of local funds.
 - Approve changes to the 2011/12 school calendar to change September 23, 2011; November 10, 2011; January 13, 2012; February 17, 2012; and April 4, 2012 professional collaboration days from Act 48 to Act 80 days for child accounting submissions.
 - Approve the attached list of field trips for the 2011/12 school year. (Additional detailed sheet separate.)
 - Approve a resolution NBCSD 2011-01 to establish a request for an alternative and clean energy program grant for a central biomass heating plant.
 - Grant permission to contract with Personal Solutions Inc. for the 2011/12 school year for the Student Assistance Program (SAP).
9. Mr. Drenning moved, seconded by Mr. Cronrath, to do the following items as consent motion. All members present voted "yes".
- Administrative Reports
 - Federal Programs Report
 - Athletics Report
 - Financial Reports
 - Approve the payment of invoices

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10. It was announced that an executive session was being called for personnel reasons and that the board would not be returning.
11. Mr. Morral moved, seconded by Mrs. Boyd, to adjourn the meeting at 7:55 pm.

Job Description Secretary–Food Service and Business Office

Job Title: Food Service/~~Business Office~~ Secretary (10 Months)

Qualifications:

High School Diploma
Secretarial School graduate or
1-2 years office experience preferred

Reports to: Food Service Director, Business Manager, Superintendent

Supervises:

Primary Function/General Description:

Provide clerical support for the food service program and assists with the general day-to-day duties of the school day as appropriate in the business office and the superintendent's office.

Major Responsibilities and Duties

1. Collect sales daily.
2. Operate the computer at the end of the serving line ~~during breakfast and lunch daily~~. After lunch enter sales and run the daily lunch reports.
3. Count lunch, breakfast and ala carte money daily. ~~Record deposits (checkbook, excel spreadsheet and ESP)~~
4. On Wednesdays prepare billing for overdue accounts. Identify students who will receive alternate lunch. Send overdue accounts to magistrate's office.
5. During the first week of the month complete ~~and process reimbursement reports and compile other~~ reports for the financial report.
6. ~~Prepare financial report for school board meeting.~~
7. Prepare food service bills and post in computer monthly.
8. ~~Run food service checks through check protector monthly.~~
9. ~~Prepare checks for mailing.~~
10. ~~Reconcile bank statement monthly.~~
11. ~~Post all revenues daily. (excel spreadsheet, ESP)~~
12. ~~Prepare food service payroll and post in computer. Distribute pay checks to food service employees.~~
13. Decorate, copy and distribute menus to elementary, middle and high school students.
14. ~~Handle all census information. Keep information current in both computer database and hard copy paper files. Constantly stay in touch with all census takers regarding changes. Pass on any changes to district tax collectors.~~
15. Do all banking for the district. (food service, general fund, activity, etc.)
16. Process free and reduced applications.
17. Decorate district and cafeteria bulletin boards.
18. Process all outgoing mail for the district and deliver to the post office. Keep current with all postal service regulations.
19. ~~Do miscellaneous work like answering telephone, sending faxes, filing, sorting mail, running copies, and etc, within the superintendent's office.~~
20. Process bulk mailings for the district.
21. During summer months close accounts and prepare files for the auditors.
22. Setup new accounts for the upcoming school year.

Job Description Secretary–Food Service and Business Office

23. Secretaries are expected to help serve in the capacity of protecting persons and property of the district by being alert for and reporting hazardous conditions or situations anywhere on the school district campus.
24. Serve in the capacity specified in the Safe School's Crisis Response Plan in the event of a school emergency.
25. **Perform various duties as needed under the direction of district office staff.**

Position Specifications:

Physical Demands

- Frequent visits throughout school buildings, to classrooms, and other areas on the school campus.
- Travel for meetings in IU 08 service area, Central PA region, and throughout PA when directed and as necessary.
- Must be able to sit, stand, and walk for intermittent periods throughout the workday with occasional twisting, bending, carrying, squatting, climbing, pushing, grasping as necessary to carry out job duties.
- Dexterity requirements range from coordinated repetitive movements of hands/fingers to operate computers to simple movements of feet/legs and torso necessary to carry out job duties and use office equipment.
- Light work with occasional lifting and carrying of objects with weights of approximately ten to twenty pounds.

Sensory Abilities

- Ability to speak clearly and distinctly.
- Visual acuity to read correspondence, computer screen.
- Auditory acuity to be able to carry out the duties of the job, use telephone, conduct and/or participate in meetings, in-service programs, and greet visitors.
- Ability to reason in drawing conclusions and making sound judgments in order to carry out the duties of the job.

Work Environment

- General office setting year round.
- Works indoors in adequate workspace, lighting, ventilation, and temperatures.
- Provided with appropriate staff assistance necessary to perform duties.
- Works with average indoor exposure to noise and stress.
- Works indoors with normal indoor exposure to dust/dirt.
- Periodically exposed to varying temperaments of employees, parents, or other visitors.

Temperament

- Ability to work effectively with coworkers and supervisors in accomplishing the task at hand.
- Must be courteous with coworkers, students, and visitors to the school.
- Must be cooperative, congenial and service-oriented, and promote these qualities with staff.
- Ability to work in an environment with frequent interruptions.

Job Description Secretary–Food Service and Business Office

Cognitive Ability

- Ability to speak and understand the English language in order to carry out essential function of job.
- Must possess good communication and interpersonal skills.
- Must possess initiative and problem-solving skills.
- Ability to function independently, have flexibility, and the ability to work effectively with parents, faculty, and general public.
- Ability to make independent decisions when circumstances warrant such action.
- Ability to follow written and verbal directions.
- Ability to work deliberately with minimal direct supervision and manage multiple tasks, as necessary.
- Ability to pay close attention to detail and concentrate on work.
- Ability to read, write and do advanced computation.
- Ability to use correct grammar, sentence structure and spelling.
- Ability to compose clear, concise sentences and paragraphs.
- Ability to organize office setting to efficiently accomplish tasks.
- Ability to exercise good judgment in prioritizing tasks, and directing staff.
- Ability to communicate effectively at all organizational levels.
- Ability to record, convey, and present information, and explain policies and procedures.
- Ability to attend to regular daily, weekly, monthly, and yearly tasks with minimal direct supervision.
- Must possess ability to maintain confidentiality in regard to educational records.
- Attitude toward representing the school district positively toward the public generally.
- Attitude toward continual self-improvement in the skills and attitude of the job.

Specific Skills

- Ability to operate office equipment and other job related equipment.
- Ability to use computer technology efficiently.
- Must possess the technical knowledge of operating personal computers and business software including Microsoft Office, Corel, Internet and e-mail.
- Typing and clerical skills to meet the job requirements.
- Must possess knowledge and ability to perform general office practices and procedures including basic math skills, typing, filing, faxing, photocopying, telephone, and scheduling of appointments.
- Must possess some knowledge of contract language, school code, and educational policies.
- The ability to greet all visitors to the school cordially and make them feel welcome.
- The ability to greet persons on the telephone and skillfully direct their calls and/or get them the necessary information.
- Ability to work in a complex setting with varied changes and service demands.

The position specifications described above are representative of those that must be met by an employee to successfully perform the major responsibilities and duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the major responsibilities and duties.

The information contained in this job description is for compliance with the Americans with Disabilities Act and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individual currently holding this position and additional duties may be assigned

Job Description Secretary–Food Service and Business Office

Terms of Employment:

10-month employee; 200 Days

Daily hours: 8 6; additional hours may be assigned by food service supervisor, business manager, or superintendent to complete necessary tasks.

Performance Evaluation:

Annual performance evaluation completed by food service supervisor, business manager, or superintendent.

Benefits:

~~Family Single Highmark Select Blue Health Care Coverage~~

~~Family Dental~~

~~Family Vision~~

~~Long-Term Disability Coverage~~

~~Life Insurance Equal to Salary~~

~~Fifteen Nine sick leave days per year~~

~~One emergency leave day~~

~~Three Two personal days~~

~~Per the support staff collective bargaining agreement.~~

Job Title: Kitchen Manager, Elementary and Secondary

Qualifications:

- High School Diploma or equivalent.
- Knowledge of basic math to determine cost and servings per unit, to follow recipes, and to assist with inventory and receipt of orders.
- One to two years working experience in food service preferred, or any acceptable combination of education and/or training.

Reports to: Food Service Director

Supervises: Food Service cooks and dishwashers

Primary Function/General Description:

Manage food service staff and contribute to the safe and efficient operation of the cafeteria in accordance with the National School Lunch and Breakfast Program Guidelines and maintain a friendly and pleasant atmosphere to enhance student participation.

Major Responsibilities and Duties

1. Manage staff and determine what jobs are to be performed at a particular time by which staff members.
2. Supervise that breakfast and lunch are prepared correctly and at the proper time.
3. Determine quantity of food to be prepared and served to the students for breakfast and lunch.
4. Work in the rotation of staff **for preparing and** serving lunch and breakfast **if needed.** **Also** Be aware if rotation needs to be adjusted because of substitute or another emergency.
5. **Work in baking rotation. (Every other week)**
6. Help in the clean-up of kitchen and cafeteria after each meal.
7. Be able to read, comprehend, and adjust recipes to quantity cooking.
8. Able to operate all kitchen equipment safely.
9. Report to food service director if there is a problem regarding maintenance of equipment.
10. Understand the regulations that are mandated by the state and federal government.
11. Answer telephone in the absence of food service director.
12. Help with checking in of orders and placing them on shelves.
13. Place orders with salesperson if necessary.
14. Do daily production records.
15. Listen and deal with the staffing problems and then relay to the food service director the issues that require more attention.
16. **High school operate the computer in absence of secretary or food service director.**
17. If an emergency arises such as burn, cut, or any other accident, be able to handle this emergency if the food service director is not available to do this task.
18. If an emergency arises with students, remain calm and be able to contact someone who is able to help with the situation.
19. Perform any other tasks that are necessary in the operation of the cafeteria.
20. Responsible for workplace/school safety for employees, visitors, and students; conducts routine safety audits and take appropriate corrective action to maintain safety functions.
21. Food Service Personnel are expected to help serve in the capacity of protecting persons and property of the district by being alert for and reporting hazardous conditions or situations anywhere on the school district campus.

Job Description

Kitchen Manager

22. Serve in the capacity specified in the Safe School's Crisis Response Plan in the event of a school emergency.
23. Perform various duties as needed under the direction of the district food service director.

Position Specifications:

Physical Demands

- Travel for meetings as required by the Food Service Supervisor.
- Must be able to stand and walk for long periods throughout the workday, with intermittent periods of twisting, bending, stooping, pushing, pulling, and reaching as necessary to carry out essential job duties.
- Dexterity requirements range from simple to coordinated repetitive movements of hands/fingers to operate kitchen equipment and computer; feet/legs and torso as necessary to carry out essential job duties.
- Medium work, with occasional lifting/carrying of objects weighting up to fifty pounds.
- Must be able to lift up to 30 pounds above their head.
- Must have the ability to be able to move frequently throughout the workday.

Sensory Abilities

- Ability to speak clearly and distinctly.
- Visual acuity to read correspondence, computer screen.
- Auditory acuity to be able to carry out the duties of the job, use telephone, conduct and/or participate in meetings, in-service programs, and greet visitors.
- Ability to reason in drawing conclusions and making sound judgments in order to carry out the duties of the job.

Work Environment

- Provided with an adequate kitchen, dishwash room, and cafeteria.
- Works indoors in adequate workspace, lighting, ventilation, but subject to fluctuations in temperatures and ventilation. Must tolerate zero degree Fahrenheit temperatures in walk-in freezer.
- Provided with appropriate staff assistance necessary to perform duties.
- Works with average indoor exposure to noise and stress.
- Works indoors with normal indoor exposure to dust/dirt.
- Potential exposure to extreme heat, steam, burns, falls, chemicals, or cuts.
- Periodically exposed to varying temperaments of employees, parents, or other visitors.

Temperament

- Ability to work as a member of a team.
- Must be courteous and able to effectively work with other people.
- Must be cooperative, congenial and service-oriented, and promote these qualities with staff.
- Ability to work in an environment with frequent interruptions.

Cognitive Ability

- Must be able to speak and understand the English language in order to carry out essential

function of job.

- Ability to follow written and verbal directions.
- Ability to complete assigned task with minimal supervision.
- Ability to pay close attention to details and concentrate on work.
- Ability to read, write and do advanced computation.
- Ability to use correct grammar, sentence structure and spelling.
- Ability to compose clear, concise sentences and paragraphs.
- Ability to organize work setting to efficiently accomplish tasks.
- Ability to work independently and make work-related decisions.
- Ability to exercise good judgment in prioritizing tasks.
- Ability to communicate effectively at all organizational levels.
- Ability to record, convey, and present information, and explain policies and procedures.
- Honesty and integrity in dealing with the school district's personnel and property.

Specific Skills

- Ability to operate kitchen/food equipment and other job related equipment with accuracy, reasonable speed, and safety.
- Must possess knowledge of district policies and procedures regarding nutritional needs, record keeping, and other related dietary and nutritional requirements and the ability to apply it to essential duties.
- Must be able to work accurately with recipes.
- Ability to use computer technology efficiently.
- Must appropriately handle confidential information.
- Ability to work in a complex department with varied changing, service demand.
- Demonstrate an attitude toward continual self-improvement in the skills and philosophy of the job.
- Positive attitude toward the position, its duties, and its day-to-day work and interactions.

The position specifications described above are representative of those that must be met by an employee to successfully perform the major responsibilities and duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the major responsibilities and duties.

The information contained in this job description is for compliance with the Americans with Disabilities Act and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individual currently holding this position and additional duties may be assigned.

Terms of Employment:

Nine-month employee; hourly schedule established by the food service supervisor.

Performance Evaluation:

Annual performance evaluation completed by Food Service Supervisor.

Benefits:

Per the support staff collective bargaining agreement.

NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS



Administrative Reports

Superintendent Administrative Report	Scott King Superintendent
Curriculum & Instruction	Wayne Sherlock Supervisor of Curriculum and Instruction
Federal Programs Report	Wayne Sherlock Supervisor of Curriculum and Instruction
Elementary School Report	Carol Louden Elementary Principal
Middle School Report	Trevor Replogle Middle School Principal
High School Report	David Burkett High School Principal
Athletics Report	David Burkett High School Principal

SUPERINTENDENT'S REPORT

OPENING OF SCHOOL 2011-12

The opening of the 2011-12 school year has been very smooth and I would like to acknowledge the efforts of the Northern Bedford County School District administration, staff, students, and community in making this possible. Much planning and preparation have been done by the various elements of our school organization functioning independently while working towards a common goal of a successful school year start and I am sure that everyone will acknowledge that they have accomplished it.

COMPREHENSIVE MANAGEMENT PLAN (CMP)

Two years ago, I had an opportunity to attend the Leadership for Teaching training for school superintendents which involved learning about the newest developments in education;

- Global Perspectives: Why Standards Aligned System?
- Instruction, Resiliency, and Support
- Data for Teaching and Learning
- The Role of the Administrator

The culminating activity for the course was that each of us was to complete a Comprehensive Management Plan for some critical aspect of our school operation. I have updated the CMP for 2011-12 to focus on the following goal, " to make the strategic plan a "living" document in our school district while addressing globalization, resiliency, support, 21st Century learning, and the use of data along with the essential role of administrators." Specific elements of the CMP that we will focus on this year include the following:

- The assigning of administrative responsibilities for the various plans (July, 2011)

Wayne Sherlock and Carol Loudon – Academic Standards and Assessments

Dave Burkett – Student Services

Trevor Replogle – Professional Education

Trevor Replogle – Teacher Induction

Bonnie Dilling – Educational Technology

Dawn Horvath – Special Education

- Making the implementation of the Strategic Plan part of the administrative goal-setting process for 2011-12 (July, 2011)
- Reviewing administrative goals for 2011-12 (September, 2011)
- Reporting progress to the Lead Teachers and Department Heads (October, 2011)
- Monitoring administrative goal completion (January, 2012 and June, 2012)
- Assigning administrators to report to the board during monthly meetings on Strategic Plan progress during the 2011-12 school year (October, 2011)

SUPERINTENDENT'S REPORT (cont'd)

COMPREHENSIVE MANAGEMENT PLAN (CMP) (cont'd)

The chief objective of this effort in the Northern Bedford County School District is to make the Strategic Plan a "living" document that all relevant staff is aware of and to answer questions such as:

- What type of progress are we making or not making?
- What additional resources are needed to implement our plans?
- What does the data tell us about what is working or not working?
- How do our plans coincide with each other?

BUILDING PROJECT

The grant for the Biomass boiler project has been submitted to the Dept. of Environmental Protection for review. The total amount of the request is \$746,000 which would cover approximately half of the installation costs for the boiler plant at the secondary building and the piping to the elementary and Vo Tech buildings. We are hopeful that this project would be viewed in a positive light and that we will get a significant amount of grant funding. Our school district received letters of support for the grant from Senator Eichelberger, Representative Hess, and Commissioner Howsare and we want to thank them for assisting us. I also want to thank our board president, Larry Garlock, for gathering the correspondence. Our ESCO provider, Reynolds Energy Services, assisted us with the grant submission.

Dave Burkett, Larry Garlock, and I will travel to Harrisburg on Wednesday, September 14, 2011 to meet with our architects and a representative from the Dept of Education regarding the reimbursable Plancon portion of the building project. Basically, we will review our plans for construction and PDE will determine whether the scope of work that we are planning to do will be deemed to be a reimbursable building project based on the project budget and our district's aide ratio. Should the project be approved, the Northern Bedford County School District will receive a certain amount of funding from the state which will cover a portion of our costs for the project.

The administration is currently working with our architects, Burt Hill Stantec, and our construction management firm, Reynolds Construction Management, to determine the scope of work that we are planning in the renovated areas of the building. This will be determined by cost estimates, the ESCO budget, the cost of new construction, the cost of areas of the building that will undergo major renovations, and the total project budget. Certain things will not be able to be done because of our budget and some items may have to be bid as alternates. Everyone needs to know what will and what will not be done so that they can plan accordingly.

SUPERINTENDENT'S REPORT (cont'd)

ELEMENTARY WINDOW PROJECT

The elementary window flashing project has been completed except for some punch list items that remain. Recently, the large amount of rain that we have received has given us the opportunity to see if what was done solved the issue of the leaking windows. Unfortunately, the recent repair project has not solved our issues completely. Windows still leak in certain places in the elementary building. District officials met with the architect and contractor to discuss our options moving forward. Rick Karcher from Burt Hill Stantec will be at the meeting tonight to discuss options and cost estimates with the board and administration.

CURRICULUM & INSTRUCTION

PSSA Results

Participation: Math—100% Reading—100%

Attendance*: 95% (96%)

Graduation*: 94% (96%)

*First percentage represents 2009-10 data. Number in parenthesis represents 2008-09 data.

Building	Math (67%)		Reading (72%)	
District	Overall	81%	Overall	79%
	Economically Disad.	71%	Economically Disad.	73%
	IEP	56%	IEP	53%
Elementary	Overall	84%	Overall	79%
	Economically Disad.	77%	Economically Disad.	73%
Middle	Overall	79%	Overall	74%
	Economically Disad.	70%	Economically Disad.	68%
High	Overall	74%	Overall	76%

The thresholds to make AYP for the 2011-12 school year increase to 78% for math and 81% for reading.

Teacher In-service Days

The school year began with a district wide meeting of all staff on Friday, August 26. Mr. Garlock welcomed everyone and Mr. King reviewed district goals and initiatives for the upcoming school year. PSSA data was then shared with the staff. Jamie Irvin then provided all staff members with the annual review of confidentiality and the guidance department provided information on mandatory reporting of child abuse. Teachers also heard information about administrative walkthroughs, the *Art and Science of Teaching* book study, and the summer curriculum work. All administrators are going to strive to be more visible to staff and students by being in more classrooms this year. We are going to do this by setting aside time each day dedicated to completing classroom walkthroughs. Teachers received a copy of the book, *Art and Science of Teaching* by Robert Marzano as well as information on logging onto the website, posting comments, and a schedule of the book study requirements. Teachers also heard about the summer curriculum work that was completed this past summer. This work was done to better align high school courses to the Keystone and Common Core Standards as well as designing courses that can be implemented for our virtual academy. Most of this work was done at the for high school English, mathematics, social studies, and science courses. Next summer we will need to further expand the high school courses and begin moving down to the middle school. The goal is to have all core academic courses ready for virtual delivery for the 2013-14 school year.

CURRICULUM & INSTRUCTION (cont'd)

Teacher In-service Days (cont'd)

Monday, August 29 and Tuesday, August 30 were very busy days for the professional and administrative staff. Representatives from APL Associates provided two days of training on research based classroom instructional strategies, student engagement, knowledge of results, note taking, classroom management, homework, and bell ringers. David Perry and John Zaylonis were last here five years ago. They provided updates to their earlier visit as well as provided new material. The information presented by APL was described as Psychology 101, Educational Psychology, and "Methods" combined. The information was received well by the staff and teachers began implementing the strategies the very first day of school.

Keystone Examinations

Keystone Examinations will not be administered this school year. However, they will resume for the 2012-13 school year. This will give us an additional year to better align our courses to the Keystone Standards. We also have additional time to change our policies to reflect the Keystone Examinations and develop remediation plans. There is still much work ahead of us related to the keystones.

New Teacher Induction Meetings

As we continue to work with our new teachers immersing them into the educational culture at Northern Bedford, we will hold monthly meetings with the new teachers and administrators. Topics covered at the September meeting included Collins Writing, strategies to address open ended reading prompts, teacher observation, and teacher evaluation. The goal of our local induction plan is to provide our beginning teachers with support and assistance enabling them to provide the best educational experiences possible to our students. Teachers are the greatest resource we have at Northern Bedford for our students. Administratively, we must do everything possible to ensure our new teachers are successful.

Upcoming Dates

September 20	eMetric and PVAAS Data Released
September 21	Responding to OE Questions (PaTTAN Harrisburg)
September 23	Professional Collaboration Day
September 26	21 st Century Learning Colloboration (IU 8 Altoona)
September 29	SAS Curriculum Mapping
September 30	IU 8 Curriculum Network
October 7	PACTA Fall Workshop

FEDERAL PROGRAMS

“Right to Know” Notifications

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

IDEA ARRA

Through IDEA/ARRA funding we have directed \$167,772 towards technology and expanding programs for our leaning support classrooms at the elementary level. We have purchased wireless laptops and carts, LCD projectors, Smartboards, and student response systems. We have expanded our reading supports by purchasing additional licenses for Lexia, FLRT, and MyReader. Teachers have received professional development with these reading programs.

Annual Fall Title I Parent Meeting

The Fall Title I Parent Meeting is scheduled for Thursday, September 22 with the theme of “Spin into Reading.” This is a fun night for students with teachers reading short stories or excerpts of stories to small groups of students. After hearing three readings, students can receive cotton candy. Parents are encouraged to attend and will receive information on the operation and implementation of our Accelerated Reader (AR) program at the elementary school. The goal for parents is to give them a better understanding of AR with the hope that they will provide increased encouragement and support to their children.

Upcoming Dates

September 14
September 22
October 11

New Federal Program Coordinator Meeting
Fall Title I Parent Meeting
Federal Program Coordinator Meeting

SENIOR HIGH REPORT

School Opening

The new school year began very smoothly in the high school. The support staff and professional staff members are commended and thanked for their part in the successful start.

High School Enrollments

	Enrollment 2007-08	Enrollment 2008-09	Enrollment 2009-10	Enrollment 2010-11	Enrollment 2011-12
Grade 9	84	88	102	79	89
Grade 10	76	89	87	97	75
Grade 11	99	74	95	87	97
Grade 12	93	97	72	91	81
TOTAL	352	348	356	354	342

International Students

Three international students are enrolled this year and are living with the following host families:

Oana E. Chariton (Romania)

Eirik H. Kavli (Norway)

Manuela C. Meurer (Brazil)

Mr. & Mrs. Mark Guyer (New Enterprise)

Mr. & Mrs. Mark Musselman (Roaring Spring)

Mr. & Mrs. Kelly Over (Woodbury)

Senior PSSA Remediation and Retesting

Seniors who did not score proficient or advanced in the 11th grade PSSA testing began remediation the first day of school. These students will re-take the portion of the test that they were deficient in between Monday, October 24 through Friday, November 4. Notification was sent to the parents of these students and the students have been informed of their remediation plan.

4Sight Testing

The first *4Sight* test was administered in the high school on Friday, September 9 to students in grades nine, ten, and eleven. Students completed an hour long assessment in reading and an hour long assessment in math. The purpose of the test is to establish a baseline for individual student performance allowing teachers to monitor student growth throughout the school year. Teachers also utilize the results to modify instruction to better meet the needs of our students. Math and English teachers corrected the constructed response portion of the test on Tuesday, September 13 and will analyze the results and develop action plans on Monday, September 19.

SENIOR HIGH REPORT (cont'd)

UPCOMING EVENTS

Sept. 19	Activity Period during Period 2 Band Parents Meeting – 7:00pm
Sept. 23	2 Hour Early Dismissal (Act 80)
Sept. 28	Activity Period during Period 4
Sept. 26	FFA Marianna's Sub sale delivery
Sept. 30	Deadline for early presentation of senior projects Midpoint of first marking period
Oct. 3	Literacy/Dept. Chair Meeting
Oct. 4	<i>Lifetouch Picture Day</i> College Fair @ Heartland Hall
Oct. 5	Physicals for Grade 11
Oct. 7	Activity Period during Period 5 Home Parade –2 Hour Early Dismissal Schedule Homecoming Football Game with Tussey Mountain PSAT Pre-testing (periods 1&2) Cafeteria PSSA Reward Day
Oct. 8	Homecoming Dance – High School Cafeteria
Oct. 10	Columbus Day – No School
Oct. 11	Faculty Meeting
Oct. 19	Life Touch Senior Portrait retakes
Oct. 28	Activity Period during Period 7 Activity Period during Period 8 Grade 10 Class Ring Meeting – Cafeteria
Oct. 23-29	Red Ribbon Week
Oct. 24—Nov. 4	Grade 12 PSSA Retest
Oct. 27	End of first Marking Period
Oct. 31	Activity Period during Period 9
Nov. 2	End of first Marking Period
Nov. 7	Literacy/Dept. Chair Meeting
Nov. 8	School Board Meeting
Nov. 9	Activity Period during Period 9 Class Rings orders taken during lunch periods Senior Class Meeting to discuss graduation announcements and caps and gowns
Nov. 10	2 Hour Early Dismissal (Act 80)
Nov. 14	Faculty Meeting
Nov. 18	Senior Graduation announcement orders taken during lunches
Nov. 21	Activity Period during Period 1 Student Council Blood Drive (Gym/Café)
Nov. 22	PM Parent/Teacher Conferences
Nov. 23	AM Parent/Teacher Conferences
Nov. 24-29	Thanksgiving Break

Athletic Report

Fall Camps

The fall camps have concluded now that students are back in school. The preseason practices were completed with few injuries and no issues.

Fall Participation

	Varsity	Jr. High
Football	36	24
Volleyball	16	24
Boys' Soccer	24	
Girls' Soccer	19	
Cheerleading	15	13
Golf	13 (10 NB students)	
Boys' Cross Country	3	1
Girls' Cross Country	1	0

Team Records

	Varsity	Jr. High
Football	1-1	1-0
Volleyball	1-1	0-1
Boys' Soccer	1-0	
Girls' Soccer	0-0	
Golf	0-4	

Bonfire

The annual, season opening pep-rally/bonfire was held on August 30, 2011 at 6:30pm at Panther Community Stadium. The event drew a large crowd as this year's varsity football team was introduced. The marching band performed and the varsity, junior high and elementary cheerleaders added to the festivities.

Homecoming

The annual homecoming game will be played on Friday, October 7 against Tussey Mountain. The homecoming dance will be held October 8 in the cafeteria.

MIDDLE SCHOOL REPORT

School Opening

The first two weeks of school have proceeded very well. Any necessary student scheduling revisions are being completed. At this point the students have become acclimated to the school routine and procedures. The teachers are to be commended for their work with the students to help them at the beginning of the year.

Enrollment

The final opening enrollments for the 2011-12 school year are as follows:

Grade 6	84
Grade 7	57
Grade 8	<u>95</u>
Totals	236

Magazine Sales Campaign

The middle school magazine sales campaign began with an assembly on September 8. This annual campaign is an excellent fundraiser for the classes, which divide the money among the three class treasuries and the student council.

Meet and Greet

The middle school Meet and Greet night was held September 7 from 5:30-7:00 PM. Once again, we had very good attendance for this event. Attendance for the orientation program for grade six prior to the school year was also very well attended.

Grade 6 dessert

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

ELEMENTARY REPORT

OPENING OF SCHOOL

The 2011-2012 school year opened with robust enthusiasm. Students and staff have set the pace for efficient and productive routines. Faculty and support staffs have done a wonderful job to welcome our students.

DRESSED UP for BACK to SCHOOL

Early on Saturday morning, August 20, the façade of the NBC Elementary School received a shiny, new makeover. Two magnificent aluminum sculptures now adorn each side of the building's main entrance. The striking works of art include a vibrant, glossy black panther paw print and a star-studded NBC Elementary logo. Each sculpture with a five foot span is mounted in a three dimensional manner to welcome all who enter our school. Several community members donated their extraordinary talents, generous services, and valuable time to "dress-up" the elementary. In recent years, Mrs. Kathy Miller, retired NBC art teacher, and Ms. Carol Loudon have been brainstorming the sculpture designs. Mrs. Miller's final sketches were presented to local businessman Mr. Jerry Clapper of **JERRY'S ARC** to cut, to weld, and to transform aluminum sheeting into the stunning hanging pieces of art. Mr. Travis Cottle, also of **JERRY'S ARC**, sanded and meticulously painted each piece to include covering the high gloss paint with a protective super sealant. Mr. Mike Woodling, local graphic artist, added the highlighting details. Mr. Jimmy Barton, an experienced craftsman, securely mounted the sculptures with the assistance of Mr. Kelly Sparks, NBCSD Maintenance Supervisor, Mr. Clapper, and Mr. Cottle.

THANK YOU, THANK YOU to these most kind and thoughtful community members for such a beautiful gift! As the school buses arrived on the first day of school, the children were full of much joy and excitement with the "eye-popping" welcome.

AFTER SCHOOL PROGRAM

The AFTER SCHOOL program successfully began on September 12 in the elementary school. The program is open to students in grades three through five. The program is able to serve 40 students. Mrs. Julie Steinbuch coordinates the program.

ELEMENTARY REPORT (cont'd)

Enrollments

To date the elementary enrollments are as follows:

2011-2012

PK-4	72
Kindergarten	79
First Grade	62
Second Grade	80
Third Grade	87
Fourth Grade	72
Fifth Grade	65
TOTAL	517

MEET and GREET

Parents visited the elementary school on September 8 for Meet and Greet night. The evening allows parents to meet teachers, visit classrooms, understand the educational programs, and tour the building.

PTO

The elementary PTO held their first meeting of the new school year on Tuesday, September 6 in the ART room. Discussion and plans were designed for the new year's agenda. The fall fundraiser began on September 12. Each year PTO provides several generous extra-curricular activities for our students. PTO meets the first Tuesday of each month in the elementary ART room.

BENCHMARK TESTING

All students in pre-kindergarten through fifth grade have been administered benchmark testing of reading and math skills for their new grade levels. Tests include process writing K-5, GMADE (math) and GRADE (reading) K-2, AIMSweb reading fluency, 4SIGHT Math and Reading 3-5, and Developmental Reading Assessments (DRA) K-3, and Star Reading 2-5. Pre-kindergarten fall benchmark testing includes curriculum based developmental assessments in literacy, math, gross and fine motor skills. Benchmark testing occurs in all grades three times per year to progress monitor student learning.

STAR LEARNING

On September 16 and 19, Star Lab, a portable planetarium, will be presented in the elementary gym to students in grades 2-5. Mrs. Kandy Troutman and Mrs. Katie Rhykerd teach the lessons about moon phases and constellations to the students.

NORTHERN BEDFORD COUNTY BOARD OF SCHOOL
DIRECTORS



General Fund Account Report

Athletic Fund

NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS
General Fund
Tuesday, September 13, 2011

FOR MONTH ENDING August 31, 2011

8/1/2011 Balance brought forward	\$2,920,130.39
AUGUST RECEIPTS (actual)	
Com of PA – Social Security	\$21,015.00
Com of PA – ARRA IDEIA Part B	\$118,971.70
Com of PA – In lieu of Game Land	\$13,012.92
Com of PA – Property Tax Relief	\$162,119.00
Com of PA – Basic Ed Subsidy	\$835,514.00
Com of PA – NP Transportation	\$50.97
Com of PA – SD Transportation	\$67,060.00
Com of PA – Vocational Ed	\$15,850.00
Per Capita and Real Estate	\$164,809.41
NBC EIT, LST and OPT	\$75,448.72
Miscellaneous	\$68,965.36
Amusement Tax	\$6,798.99
After School Program and Learn N Serve	\$23,008.54
Delinquent Per Capita and Real Estate	\$50,102.51
Realty Tax	\$4,971.05
Checking Interest	\$342.68
 TOTAL RECEIPTS	 \$1,628,040.85
 RECEIPTS AND BALANCE BROUGHT FORWARD	 \$4,548,171.24
 LESS AUGUST DISBURSEMENTS	 \$939,699.50
 BALANCE AS OF AUGUST 31, 2011	 \$3,608,471.74

NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS
General Fund
Tuesday, September 13, 2011

CURRENT RECEIPTS a/o ANTICIPATED IN SEPTEMBER

Earned Income, OPT, Flat Tax	\$30,000.00
Miscellaneous Receipts	\$15,000.00
Delinquent Tax, Realty Tax	\$5,000.00
Com of PA – Social Security	\$21,015.00
Com of PA – Retirement	\$65,337.15
Real Estate and Per Capita	\$275,000.00
Interest Earned	<u>\$400.00</u>

TOTAL CURRENT & ANTICIPATED RECEIPTS \$411,752.15

TOTAL BALANCE PLUS CURRENT ANTICIPATED RECEIPTS \$4,020,223.89

ANTICIPATED EXPENDITURES – SEPTEMBER

September Payrolls	\$721,601.32
Board/State Share Social Security	\$50,000.00
Monthly Bills (including Benefits, Transportation)	<u>\$750,000.00</u>

TOTAL ANTICIPATED EXPENDITURES SEPTEMBER \$1,521,601.32

ANTICIPATED SEPTEMBER BALANCE \$2,498,622.57

PLGIT Investment as of 8/31/10: \$4,429.25

PLGIT Capital Reserve as of 8/31/11	\$1,247,464.44
LR Roofing Systems	\$2,450.00

*Interest accrues on these accounts at the end of the quarter

**NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS
 Bond Proceeds General Obligation Bonds, Series of 2011
 Construction Fund
 Tuesday, September 13, 2011**

Balance as June 30, 2011 \$8,784,049.45

Disbursements from Clearing Account – June 30, 2011

Eckert Seamans Cherin & Mellot, LLC	Bond Counsel Fee	\$30,000.00
Andrews & Beard	Solicitor Counsel Fee	\$16,500.00
Cohen & Grigsby	Underwriter Counsel	\$10,000.00
ALCO Financial Printing	Printing Official State.	\$7,500.00
Assured Guaranty Municipal Corp	Bond Insurance	\$59,481.65
CUSIP Global Services	CUSIP Fee	\$639.00
Moody's Investment	Rating Fee	\$7,350.00
Total Disbursements at Closing		\$131,470.65

Disbursements from Clearing Account – July 31, 2011

Bank of New York Mellon	Fees	\$500.00
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Total Closing Costs Paid – July 2011 \$131,970.65

Ending July 31, 2011 Balance \$8,652,078.80

Transferred to PLGIT August 15, 2011

PLGIT August Investment Fees	\$3,710.61
PLGIT August Interest	\$ 44.04

Balance PLGIT Construction Fund August 31, 2011 \$8,648,412.23

As of August 31, 2011 \$5,574,000 is invested in the PLGIT ARM CD Account. The remaining \$3,074,412.23 is waiting to be invested as CD's become available.

September payments to be made:

Stantec – Invoice 518498 and 512101 for Schematic Design	\$28,992.10
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**NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS
ATHLETIC REPORT
TUESDAY, SEPTEMBER 13, 2011**

08/01/11 Balance Brought Forward \$19,785.48

August Receipts:

August Interest Earned	\$.82	
Start Up Cash for Football	-\$3,000.00	
Start Up Cash for Volleyball	-\$300.00	
Start Up Cash for Soccer	-\$200.00	
All Sports-Stadium Sign Annual Fee	\$300.00	
All Sports-Scholarship Award	\$500.00	
Football Cheerleader Fundraiser Receipts	\$1,248.16	
Track Uniform Payments	\$25.00	
Pop Machine (Fall Sports Calendar/Annual Sign Maintenance)	<u>\$804.00</u>	
Total Receipts for August		-\$622.02

August Expenditures:

All Sports

Travel Expenses	\$39.78	
Supplies	<u>\$391.86</u>	
Total All Sports		\$431.64

Football

Personnel	\$75.00	
Officials	\$975.00	
Supplies	\$664.83	
Dues and Fees	<u>\$27.00</u>	
Total Football		\$1,741.83

Football Cheerleaders

Fundraiser Expenses	<u>\$765.50</u>	
Total Football Cheerleaders		\$765.50

Boys Soccer

Officials	\$130.00	
Supplies	\$44.99	
Uniforms	<u>\$177.22</u>	
Total Boys Soccer		\$352.21

Girls Soccer

Officials	\$260.00	
Supplies	\$619.78	
Uniforms	<u>\$42.94</u>	
Total Girls Soccer		\$922.72

Track

Dues and Fees	<u>\$20.00</u>	
Total Track		\$20.00

**NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS
ATHLETIC REPORT
TUESDAY, SEPTEMBER 13, 2011**

Volleyball		
Officials	\$390.00	
Supplies	<u>\$280.66</u>	
Total Volleyball		\$670.66
Total Expenditures		\$4,904.56
Ledger Balance 08/31/2011		\$14,258.90