

BOYERTOWN AREA SCHOOL DISTRICT

WELLNESS INITIATIVE

FITNESS MEMBERSHIP SUBSIDY

With the success of the Wellness Initiative through the Boyertown Area YMCA and other fitness facilities, the School District will be continuing the Wellness Initiative for the next school year. The Wellness Initiative will run September 1st through August 31st.

Here is how the Wellness Program works:

1. Each employee wanting to participate in the Wellness Initiative must complete a **Fitness Membership Subsidy Application** and submit it to BASD Payroll Office (ATTN: Jackie Benedetto) at the Education Center for review and approval.
2. Any employee who has previously completed the application, and actively participated for more than 3 months of the school year, will automatically be eligible for participation in the current school year – a new application will **not** be required if you remain active in the program each school year.
3. The employee is responsible for directly paying the monthly dues to the fitness facility of their choice.
4. Participation in the Boyertown Area School District Fitness Membership Subsidy entails you to abide by and meet all the requirements established by the Wellness Initiative:
 - a. Each month, the employee must provide to the BASD Payroll Office: **Proof of payment** to the approved fitness facility and proof that the employee had at least **eight gym visits** (*only one visit per day qualifies) during the month, for a minimum of 15 minutes per visit.
 - b. Both the proof of payment and proof of gym visits may be emailed to jbenedetto1@boyertownasd.org as long as both the documents are added to the email as attachments. Please do not send pictures of documents or insert them in the body of your email. Proof of both must be able to be printed out. Or you may send in hard copies to the Ed Center instead of emailing them.
 - c. **THE DEADLINE FOR SUBMITTING THIS INFORMATION IS THE 10TH OF THE FOLLOWING MONTH. IF YOU MISS THE DEADLINE, YOUR REIMBURSEMENT FOR THE MONTH IS FORFEITED. NO EXCEPTIONS.**
 - d. When the required monthly proof of payment and visits are received and verified, the participating employee will receive the subsidy in their paycheck (normally in the second pay of the following month). The Reimbursement Subsidy will be \$20.00 per month **or your actual membership dues amount**, whichever is less.

BOYERTOWN AREA SCHOOL DISTRICT - WELLNESS INITIATIVE
SEPTEMBER 1st through AUGUST 31st

FITNESS MEMBERSHIP SUBSIDY APPLICATION

(Please send to **Jackie Benedetto**, jbenedetto@boyertownasd.org, in the Payroll Department)

EMPLOYEE INFORMATION

Name: _____

ID No.: _____ Building: _____

Telephone No.: _____

Email Address: _____

FITNESS FACILITY INFORMATION

Name: _____

Address: _____

City/State/Zip: _____

Telephone No.: _____

Contact Person: _____

Membership No.: _____

Monthly Membership Dues: _____

DIGITAL MEMBERSHIP ONLY (please circle): **YES** **NO**

Authorization to Contact and Release Information

I give authorization to the Boyertown Area School District to contact the above Fitness Facility and to request the following information from the Fitness Facility: 1) membership information and 2) attendance information. I further give authorization to the above Fitness Facility to release the requested information to the Boyertown Area School District.

Employee Signature

Date

Disclaimer PLEASE READ BEFORE SIGNING:

Participation in the Boyertown Area School District Wellness Initiative Gym Membership Subsidy entails you to abide by and meet all the requirements established by the Wellness Initiative. Each month, the participating employee must provide to the BASD Business Office **proof of payment** to the approved fitness facility and an approved and **authorized certification that the employee attended a minimum of eight times during the month**, for a **minimum of 15 minutes per visit** (note: the required eight visits per month must be on different days- only one visit per day qualifies). THE DEADLINE FOR SUBMITTING THIS INFORMATION IS THE 10TH OF THE FOLLOWING MONTH. IF YOU MISS THE DEADLINE, YOUR REIMBURSEMENT FOR THE MONTH IS FORFEITED. When the complete monthly submission is received and verified, the participating employee will receive a subsidy in their pay (normally in the second pay of the following month). The Reimbursement Subsidy will be \$20.00 per month or your actual membership dues amount, whichever is less.