

**CENTRAL BUCKS SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING**

March 12, 2013

7:30 p.m.

Stephen A. Corr, President
Paul B. Faulkner, Vice President
James R. Duffy, School Director
John H. Gamble, School Director
Joseph M. Jagelka, School Director

Geryl D. McMullin, School Director
R. Tyler Tomlinson, School Director
Kelly E. Unger, School Director
Jerel P. Wohl, School Director
Dr. Rodney Green, Superintendent

AGENDA

Pre-Board Meeting Performance Group – Holicong Select String Ensemble – 7:15 p.m.

- 1. Call to Order/Pledge of Allegiance/Roll Call**
- 2. Recognition of Persons Wishing to Address the Board**
This portion of the agenda is for citizens to address any questions or comments to the Board. The Board will listen, take comments and questions under advisement, and not respond at this time. The presiding officer will refer questions to the Superintendent for research and response.
- 3. Reports**
 - a. Superintendent – State of the District Dr. Rod Green p.03
 - b. I.U. Board Mr. Steve Corr p.04
- 4. Recommendations for Action**
 - a. School Board Meeting Minutes – February 26, 2013 p.09
 - b. Aramark Contract Extension p.29
 - c. Water Tank Hydrostatic Coating Contract at Gayman Elementary p.44
 - d. School Board Policy 806 – Child/Student Abuse p.45
 - e. Personnel Items p.53
 1. Resignations p.54
 2. Retirements p.54
 3. Temporary Position Eliminated p.54
 4. Unpaid Leaves of Absence p.55
 5. Appointments p.55
 6. Long-Term Substitute Teachers p.55
 7. Community School Staff p.56
 - f. Student Items: p.57
 1. Trips: CB South Boys Baseball team to Gretna Glen, Lebanon, PA 3/15 – 16/13 p.58
CB East Scholar's Bowl team to Alexandria, VA & Washington, DC 5/31 - 6/2/13 p.59
 2. Tuition Student p.60
 - g. Staff Workshops p.61
- 5. Information/Discussion Items**
 - a. Sabbatical Leave of Absence p.62
 - b. Board Calendar p.63
- 6. Adjournment**

This meeting is being recorded by the Central Bucks School District

**CENTRAL BUCKS SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING**

March 12, 2013

Pre-Board Meeting Performance Group – Holicong Select String Ensemble

- Director, Jennifer DiVasto
- The ensemble consists of 25 students from 7th thru 9th grades.
- Students go through an audition process of playing a prepared solo, scales and sight-reading.
- They rehearse every Tuesday after school for an hour and a half.
- The students study classical music such as Bach, Beethoven and Handel as well as movie music, contemporary works and jazz music.
- The students will perform for their upcoming spring concert on May 21, and perform for various school awards ceremonies and luncheons at Holicong Middle School this spring.
- They will also travel to Allentown Symphony Hall and participate in an adjudication with *Musical Carousel* at the end of May.
- Several of the students performing have participated in the County Orchestra Festival and some are members of the Youth Orchestra of Bucks County and Elite Strings.

**CENTRAL BUCKS SCHOOL DISTRICT
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March 12, 2013

SUPERINTENDENT'S REPORT

Several items have been ongoing and will be covered in the action and discussion portions of this agenda.

Dr. Green will present the State of the District to the School Board.



BUCKS COUNTY INTERMEDIATE UNIT # 22

CALL TO ORDER

The Bucks County Intermediate Unit Board of School Directors met at its regularly scheduled meeting on Tuesday, January 15, 2013, at 6:35 p.m. at the Bucks County Intermediate Unit #22 Administration Building located at 705 N. Shady Retreat Road, Doylestown, Pennsylvania, and notice of the meeting was duly given to the newspapers and to the public as required by law.

PLEDGE OF ALLEGIANCE

The meeting began with the pledge of allegiance, which was led by Ms. Moira D'Intino's IU Special Learning Support students at the Albert Schweitzer Elementary School in the Neshaminy School District.

ROLL CALL

ATTENDANCE:

Members

Mr. Michael Hartline, President (Centennial)
Mrs. Pamela Strange (Bensalem Township)
Mr. Charles Groff (Bristol Borough)
Mrs. Helen Cini (Bristol Township) *Telephone*
Mrs. Susan Cummings (Neshaminy)
Dr. Peter Yarnell (Pennridge) (*arrived at 6:55 PM*)
Mr. Christopher Cridge (Pennsbury)
Mrs. Fern Strunk (Quakertown)

ABSENT:

Members

Mrs. Patricia Sexton, Vice President (Council Rock)
Mr. Stephen Corr (Central Bucks)
Mr. Ted Parker (Morrisville)
Mr. Kurt Zander (New Hope/Solebury)
Mrs. Carol Clemens (Palisades)

OFFICERS:

Executive Director

Dr. Barry J. Galasso

Assistant Executive Director

Dr. Michael Masko

Treasurer

Mrs. Wendy L. Macauley

Secretary

Mrs. Elizabeth Bittenmaster

PRESENTATION: Extended School Year (ESY) Program

PROGRAMS & SERVICES MINI REPORT – Mr. Mark Hoffman, Director of Instructional Materials & Technology, provided the Programs & Services mini report on the Interlibrary Delivery Services of Pennsylvania.

SPECIAL EDUCATION MINI REPORT - Ms. Diane Paul, Director of Special Education, provided the Special Education mini report on the Intermediate Unit's Extended School Year Program and a presentation was given by Ms. Kelly Lambert, Director of IDEA, ESY, ES, Special Learning, Life Skills, Psychologists, Social Workers, Behavior Analysts.

GOOD NEWS Dr. Barry Galasso shared various items of good news.

PUBLIC PARTICIPATION None

Upon a motion by Mr. Christopher Cridge, seconded by Mrs. Susan Cummings, and passed by unanimous voice vote, the Board approved item 1.

APPROVAL OF APPOINTMENT

Approved the appointment of Mr. Stephen Corr, Central Bucks SD, and Mr. Kurt Zander, New Hope-Solebury SD, to the IU Board of School Directors to fulfill un-expired terms.

Upon a motion by Mr. Christopher Cridge, seconded by Mrs. Susan Cummings, and passed by unanimous voice vote, the Board approved items 2-20.

APPROVAL OF MINUTES

Approved the November 20, 2012 Board Meeting minutes.

APPROVAL OF TREASURER'S REPORT

Approved the Treasurer's Report for the period of July 1, 2012 through December 31, 2012.

APPROVAL OF BILLS FOR PAYMENT

Approved the Bills for Payment for the months of November 2012 and December 2012.

APPROVAL OF BUDGET

Approved the 2012-2013 Family Friends/Kids in Care-BCIU Education Foundation Grant Budget in the amount of \$12,000.

APPROVAL OF GENERAL FUND AND SPECIAL REVENUE FUND TRANSFERS

Approved the General Fund and Special Revenue Fund Transfers in the amount of \$256,893 for the period of December 2012.

APPROVAL OF BUDGET REVISIONS

Approved the following budget revisions: 2011-2012 Title II, Part A, Improving Teacher Quality in the amount of \$74,652; 2011-2012 Title I Delinquent in the amount of \$269,327; 2012-2013 Title II, Part A, Improving Teacher Quality in the amount of \$87,515; 2012-2013 Title I Neglected in the amount of \$75,484; and 2012-2013 Title I Delinquent in the amount of \$319,438.

APPROVAL OF PROGRAMS & SERVICES AND INSTRUCTIONAL MATERIALS & RESEARCH SERVICES BUDGET

Approved the 2013-2014 Programs & Services and Instructional Materials & Research Services Budget in the amount of \$1,734,570.

APPROVAL OF SPECIAL EDUCATION PRIVATE PROVIDER CONTRACT AND ADDITIONAL SERVICES

Approved the 2012-2013 Special Education Private Provider Contract for the period of July 1, 2012 through June 30, 2013 in the amount of \$20,000; and the 2012-2013 Special Education Private Provider Additional Services for the period of July 1, 2012 through June 30, 2013 in the amount of \$105,000.

APPROVAL OF RENEWAL CONTRACT

Approved the 2012-2013 SAFARI Montage Renewal Contract, approved to remit funds collected on behalf of the PAIUs to SAFARI Montage for maintenance and content expenses, approved to secure multi-year contract extensions, and approved the purchase of content, home access and related infrastructure on behalf of Bucks County schools for the period of July 1, 2012 through June 30, 2013 and year-to-year thereafter for an estimated amount of \$39,905.

APPROVAL OF ADDENDUM TO LEASE AGREEMENT

Approved the Addendum to Lease Agreement with UHS of Doylestown d/b/a Foundations Behavioral Health to continue to rent space at the Learning Center for the period of July 1, 2012 through June 30, 2013 for an amount of \$171,942.

APPROVAL OF BUCKS COUNTY SCHOOLS COOPERATIVE PURCHASING GROUP BID #13-002

Approved to award the Bucks County Schools Cooperative Purchasing Group's Nurse and Trainer Supplies Bid #13-002 to the recommended vendors for the period of January 1, 2013 through December 31, 2013 for an amount of \$118,766.95.

APPROVAL OF CONTRACTS AND PURCHASES

Approved the December 2012 Contracts & Purchases for the period of November 2012 through September 2013 for a total amount of \$125,588; and the January 2013 Contracts & Purchases for a total amount of \$30,100.75.

APPROVAL OF EARLY CHILDHOOD SERVICES PRIVATE PROVIDER CONTRACTS AND ADDITIONAL SERVICES

Approved the 2012-2013 Early Childhood Services Private Provider Contracts and Additional Services for the period of July 1, 2012 through June 30, 2013 for an amount of \$341,267.

APPROVAL OF EARLY CHILDHOOD SETTLEMENT AGREEMENT

Approved the Early Childhood Settlement Agreement for a period through June 2013 for an amount of \$12,100.

APPROVAL OF PROPOSAL

Approved the Proposal from Netchemia to purchase TalentEd Perform Teacher and Staff Evaluation Software for the period of January 15, 2013 through January 15, 2016 for an amount of \$18,500 for 2013-2014, and an annual renewal amount of \$12,500 for 2014-2015 and 2015-2016.

APPROVAL OF INTRODUCTORY READING OF BOARD POLICY

Approved the Introductory Reading of Board Policy #113.2 - Behavior Support.

APPROVAL OF TELEPHONE SYSTEM AND SERVER VIRTUALIZATION PROJECT

Approved the purchase of Cisco VoIP telephone equipment, associated services, and related maintenance and licenses from ePlus Technology of Herndon, VA, and the purchase of Cisco UCS equipment and VMWare licensing, associated services and related maintenance and licenses from ePlus Technology of Herndon, VA for the period of January 2013 through June 2013 and year-to-year thereafter for maintenance and support for a total amount of \$382,000.

APPROVAL OF AGREEMENT

Approved to enter into an Agreement with School Operations Services Group, Inc. (SOS) to provide assistance in marketing its programs and services to other entities for an initial term of January 15, 2013 through January 31, 2014 with four (4) annual renewal options for a revenue amount of 4% of new sales and revenue business.

APPROVAL OF VARIOUS HUMAN RESOURCES ITEMS

Approved the various Human Resources items (a through e).

INFORMATION ITEM - Mr. Jack Brady provided a legislative update.

OLD BUSINESS - None

NEW BUSINESS - Update on Personnel Committee discussions regarding the Act 93 Agreement

PUBLIC PARTICIPATION - None

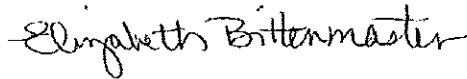
Upon a motion by Mrs. Susan Cummings, seconded by Mrs. Pam Strange, and passed by unanimous voice vote, the Board adjourned the meeting.

ADJOURNMENT

The meeting adjourned at 7:03 p.m.

NEXT MEETING

The next regularly scheduled meeting of the Bucks County Intermediate Unit Board of School Directors is: Tuesday, February 19, 2013 at 7:00 p.m. at the Intermediate Unit's Administration Building, 705 N. Shady Retreat Road, Doylestown, PA 18901.



Elizabeth Bittenmaster, Board Secretary
Bucks County Intermediate Unit #22
Board of School Directors

**REGULAR SCHOOL BOARD MEETING
CENTRAL BUCKS SCHOOL DISTRICT**

February 26, 2013

The Central Bucks Board of School Directors held its meeting on Tuesday, February 26, 2013 in the Board Room of the Educational Services Center with Vice President Paul Faulkner presiding. The meeting was called to order by Vice President Faulkner at 7:38 p.m., followed by the Pledge of Allegiance. Dr. Green thanked Mr. Neil Delson and Jazz West for performing before the Board meeting.

BOARD MEMBERS PRESENT

Paul Faulkner, Vice President; James Duffy, John Gamble, Joseph Jagelka, Geryl McMullin, Tyler Tomlinson, Kelly Unger, Jerel Wohl

BOARD MEMBERS ABSENT

Stephen Corr, President

ADMINISTRATORS PRESENT

Dr. Rodney Green, Dr. David Weitzel, Dr. Nancy Silvious, Scott Kennedy, Gilbert Martini, David Matyas, Dale Scafuro, Edward Sherretta

ALSO PRESENT

Jeffrey Garton, Solicitor; Sharon Reiner, School Board Secretary

Mr. Faulkner announced that beginning with the Board meeting this evening there would be one Public Comment opportunity at the beginning of each Board meeting and that the Board reserved the right to return to two Public Comments per meeting if necessary.

Mr. Faulkner also announced that Board meetings will now be recorded, beginning with the meeting this evening, and that a podcast of the meeting will be posted to the website and remain on the website until the written minutes are approved.

ACADEMIC SPOTLIGHT

Michael Curtis and Taryn Barrett, School Counselors at CB West and CB South respectively, presented an overview of *Naviance*, a web-based college and career resource. *Naviance* is available to all high school students in the district and is used to navigate through the college and career search and the college application process.

PUBLIC COMMENT

There was no public comment.

SUPERINTENDENT'S REPORT

Dr. Green reported he has attended several music events in the District over the last few months and continues to be amazed and impressed with our students and staff. Everyone should take advantage of attending CBSD school concerts and plays. He will be presenting the State of the District at the March 12 Board meeting. He also congratulated the winter sports teams, student-athletes, coaches, and parents. The hard work of coaches, student-athletes, and parents is appreciated. Dr. Green also highlighted the CBSD News on the front page of the CBSD website. He reported that we are posting news items each week and encouraged everyone to keep an eye on the CBSD website for the latest news about the district.

COMMITTEE REPORTS

Curriculum Committee, Finance Committee, Human Resources Committee, and MBIT Board minutes were discussed briefly and are in Attachment A for informational purposes.

APPROVAL OF MINUTES

Motion by John Gamble, supported by Tyler Tomlinson, to approve the minutes of the February 12, 2013 school board meeting.

Motion Approved 8-0.

TREASURER’S REPORT

Motion by John Gamble, supported by Jerel Wohl, to approve the Treasurer’s Report for the month of January 2013.

EXPENDITURES FOR JANUARY 2013

General Fund

Checks January 2013	\$ 3,066,207.43
Electronic Payments	\$ 5,893,424.38
Transfers to Payroll	<u>\$ 7,108,324.32</u>
	\$ 16,067,956.13

Other Funds

Capital (net voids)	\$ 1,137,624.40
Food Service	<u>\$ 15,680.89</u>
	\$ 1,153,305.29

TOTAL ALL FUNDS \$17,221,261.42

Motion Approved 7-0-1. (Geryl McMullin)

CONTRACT WITH PUBLIC FINANCIAL MANAGEMENT (PFM)

Motion by James Duffy, supported by Tyler Tomlinson, to approve the Advisory Services Contract with PFM as presented.

Motion Approved 6-2. (John Gamble, Geryl McMullin)

SCHOOL BOARD POLICY 806 – CHILD/STUDENT ABUSE FOR FIRST READING

Motion by John Gamble, supported by Kelly Unger, to table School Board Policy 806 – Child/Student Abuse, so that the proposed policy can be posted on the CBSD website for public review.

Motion Approved 8-0.

PERSONNEL ITEMS

Motion by John Gamble, supported by Joseph Jagelka, to approve resignations, retirements, and unpaid leaves of absence; appointment of support staff, long-term substitute teachers, long-term per diem substitute teachers, classification changes, community school staff, per diem substitute teachers, substitute custodians and substitute bus drivers as presented.

RESIGNATIONS

Name: Kathryn Hano
Position: Title I Instructional Assistant – Pine Run Elementary School
Effective: February 15, 2013

Name: Jackie Schoenfellinger
Position: Bus Driver – Transportation
Effective: January 31, 2013

RETIREMENTS

Name: Alice Zilley
Position: Special Education Assistant – Warwick Elementary School
Effective: March 15, 2013

UNPAID LEAVE OF ABSENCE

Katrina Gunning Elementary teacher – Doyle Elementary School
March 13, 2013 – August 25, 2013

Tara Jones Special Education teacher – Jamison Elementary School
May 8, 2013 – August 25, 2013

Robert Kibbe Technology Education teacher – CB East High School/Holicong Middle
March 28, 2013 – August 25, 2013

Kristin Kraus Special Education teacher – Cold Spring Elementary School
April 17, 2013 – August 25, 2013

Christy Prekup Mathematics teacher – Tohickon Middle School
May 3, 2013 – August 25, 2013

Kristen Reynolds Librarian – Lenape Middle School
April 15, 2013 – August 25, 2013

Jill Treude Elementary teacher – Pine Run Elementary School
May 13, 2013 – January 24, 2014

APPOINTMENTS

Name: Virginia Evanyke
Position: Duty Assistant – Tohickon Middle School
\$11.90 per hour
Effective: February 19, 2013

Name: Melinda Kaupas
Position: Temporary Basic Skills Assistant – Kutz Elementary School
\$13.60 per hour
Effective: April 5, 2013

Name: Elizabeth Neff
Position: Special Education Assistant – Doyle Elementary School
\$13.60 per hour
Effective: February 13, 2013

LONG-TERM SUBSTITUTE TEACHERS

Name: Catherine Pang
Position: Special Education teacher – Buckingham Elementary School
\$35,988 per annum (B+0 credits, Step 1)
Effective: October 16, 2012 until the end of the 2012-2013 school year

LONG-TERM PER DIEM SUBSTITUTE TEACHERS

Name: Andrea Bertman
Assignment: Art teacher – Gayman/Warwick Elementary School
\$180 per day
Effective: April 2, 2013 until the end of the 2012-2013 school year

Name: Polly Breithaupt
Assignment: Elementary teacher – Gayman Elementary School
\$180 per day
Effective: March 18, 2013 – April 29, 2013

Name: Lauren Duffy
Assignment: Mathematics teacher – Tohickon Middle School
\$180 per day
Effective: February 8, 2013

Name: Elizabeth Festa
Assignment: Elementary teacher – Doyle Elementary School
\$180 per day
Effective: March 13, 2013

Name: Carol Frederick
Assignment: Special Education teacher – Buckingham Elementary School
\$180 per day
Effective: March 11, 2013 until the end of the 2012-2013 school year

Name: Nicole Gill
Assignment: Special Education teacher – Central Bucks High School – South
\$180 per day
Effective: February 13, 2013

Name: Theresa Murphy
Assignment: English teacher – Central Bucks High School – South
\$180 per day
Effective: February 13, 2013

Name: Shainey Riley
 Assignment: H/PE teacher – Linden/Warwick Elementary Schools
 \$180 per day
 Effective: March 15, 2013 – June 10, 2013

CLASSIFICATION CHANGES

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Patricia Cavalli	Special Education Assistant Bridge Valley \$13.60 Per Hour	Personal Care Assistant Bridge Valley \$14.10 Per Hour	2/12/13
Susanne Pater	Special Education Assistant East No Change In Salary	Special Education Secretary Educational Services Center No Change In Salary	2/25/13

COMMUNITY SCHOOL

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Andrew Allison	Community School Before/After School EA	\$13.60/hour

PER DIEM SUBSTITUTE TEACHERS

Claudia Beard	Michael Guido	Lauren Mullen
Brittani Beatty	Michael Hunt	Daniel Nicastro
Calum Colton	Eridana Karaj	Jennifer Osinski
Allison Costello	Katherine Kirkpatrick	Krista Polmounter
Jenna Costello	Wayne Lahr	Keith Russell
Cheryl Demusz	Jennifer Leonard	Kaelin Scott
Erin Eddy	Lisa Lindquist	
Susan Grau	Tara Militello	

PER DIEM SUBSTITUTE CUSTODIANS AND SUBSTITUTE BUS DRIVERS

<u>Substitute Custodians:</u>	<u>Substitute Bus Driver:</u>
Lindsay Kahmar	Marc Udell
Hannah Linsey	
Fredrick Muller	
Kurt Rist	
Kyle Wolfgang	

Approved 8-0.

STUDENT TRIPS

Motion by John Gamble, supported by Geryl McMullin, to approve the Lenape Middle School 9th grade trip to Washington, D.C. on April 24, 2013.

Motion Approved 8-0.

STAFF WORKSHOPS

Motion by John Gamble, supported by Joseph Jagelka, to approve staff attendance at the following workshops:

Stacy Gray	3/07-08/13	NECTFL	Baltimore, MD
Ken Rodemer	3/12-14/13	Nat Fac Mgmt & Tech Conf	Baltimore, MD
William Slawter	3/12-14/13	Nat Fac Mgmt & Tech Conf	Baltimore, MD

Motion Approved 8-0.

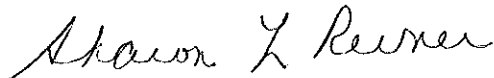
INFORMATION/DISCUSSION ITEMS

The 2012-2013 Semi-Annual Rating of Elementary and Secondary Temporary Professional Employees was included as an information item to the Board.

There being no further business before the Board, motion by Tyler Tomlinson, supported by John Gamble, to adjourn at 8:18 p.m.

Motion Approved 8-0.

Respectfully submitted,



Sharon L. Reiner
Board Secretary

CENTRAL BUCKS SCHOOL DISTRICT
Curriculum Committee Minutes
February 13, 2013

MEMBERS PRESENT

John Gamble, Chair
Kelly Unger, Member
Stephen Corr, Member

OTHER BOARD MEMBERS AND ADMINISTRATORS PRESENT

Jim Duffy
Paul Faulkner
Dr. Rod Green
Dr. Nancy Silvious
Dr. David Weitzel
Mrs. Dale Scafuro
Mr. Paul Beltz

COMMITTEE MEMBERS ABSENT

Jerel Wohl, Member

There were community members present.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES

Curriculum Committee Minutes from December 12, 2012 were approved as presented.

INFORMATION/DISCUSSION/ACTION ITEMS

Paul Beltz, Supervisor of Reading K-6, Federal Programs and State Testing presented the PA School Performance Profile from PA Department of Education. This profile will be announced for each elementary, middle and high school in April. It will provide a quantitative academic score based upon a 100-point scale. Scores for a school are calculated based on defined data from that school such as: percent proficient or advanced on PSSA in reading, math, writing and science, SAT scores and Advanced Placement achievement (if a high school), Grade 3 reading proficient and advanced (if an elementary school), percent of growth on PSSA tests, etc.

This score will provide a school score for teacher ratings, as part of the Education Effectiveness System (teacher evaluation), a means to compare the school/district of residence and others, and inform the public of the academic performance measures of each school.

The score will count as 15% of a teacher's evaluation rating with 85% being the observation process.

Mrs. Scafuro presented a Wellness Update for the district.

In Central Bucks, 9.8% of 6-11 year-old students are considered obese compared to 14% in Bucks County and 18% nationally. For 12-19 year-old students, the percentages are 9.8% for Central Bucks, 14.2% for Bucks County and 18.4% nationally. Central Bucks shows half the national number.

Obesity is defined as a Body Mass Index (BMI) above the 95% percentile. BMI is an estimate of an individual's relative body fat calculated from height and weight.

The number of ADD/ADHD students has declined from 1415 in 09-10 to 1092 in 11-12. There are 3 students with Type 2 diabetes, with 70 students with Type 1 diabetes. There are 98 students with congenital cardiac condition and 2,449 students with asthma.

Central Bucks has a partnership with the Alliance for a Healthier Generation, a free resource which assists schools in assessing the wellness of students and staff with activities to improve.

Mrs. Scafuro shared Policy 806—Child/Student Abuse and highlighted the changes. Policy 806 will now include the requirement for three hours of training every 5 years for all school staff regarding recognition and reporting of child abuse and sexual misconduct. The district is working with Safe Schools to develop online training modules to assist in this requirement. This policy will go to the full board for first reading on February 26, 2013.

ADJOURNMENT

Minutes submitted by Dr. Nancy Silvious, Assistant Superintendent for Secondary Education and Administrative Liaison to the Curriculum Committee.

CENTRAL BUCKS SCHOOL DISTRICT
Finance Committee Minutes
February 12, 2013

Committee Members Present

Jerel Wohl , Chairperson
Jim Duffy, Member
Paul Faulkner, Member
Tyler Tomlinson, Member
Dave Matyas, Business Administrator
Susan Vincent, Director of Finance

Other Board Members and Administrators Present

Steve Corr
John Gamble
Joe Jagelka
Geri McMullin
Kelly Unger
Dr. Rod Green, Superintendent
Scott Kennedy, Director of Operations

The Finance Committee meeting was called to order at 6:30 p.m. by Jerel Wohl, Chairperson

PUBLIC COMMENT

Members of the public were present. There was no public comment

APPROVAL OF MINUTES

The January 22, 2013 Finance Committee meeting minutes were accepted as presented.

INFORMATION/ DISCUSSION/ACTION ITEMS

2013-14 Budget Update – Governor Corbett presented his budget to the state on February 5th. The governor is recommending an increase in State Basic Instructional Subsidies of \$90M statewide. For Central Bucks, this would mean an increase of \$450,000 in additional state revenue for 2013-14. The additional state revenue is contingent upon reducing costs for the state retirement systems. There are no projected increases in state subsidy for Accountability Block Grants or special education. There might be a slight increase in transportation subsidies.

Administration is recommending several reductions to expenses: Reducing the transfer into the long term capital fund from \$2.3M to \$2.0M, reducing two transportation mechanic positions, and making some reductions to payroll, health care and utilities. Expenditure reductions to date total \$675,000. The committee directed administration to continue with the budget refinement process.

District Financial Advisor – Janny Montgomery Scott (JMS) had been the district financial advisor for a number of years. As a result of federal legislation, Dodd-Frank, it is difficult to provide financial advisory services and also act as a bond underwriter for other clients. Consequently JMS, RBC, and JP Morgan Chase have all turned Central Bucks down as a potential client. After much research, administration is recommending Public Financial Management (PFM) as the district's new financial manager. PFM has the expertise to work within our existing debt structure to set up escrow accounts and structure individual bond purchases that are aligned to district goals of eliminating future debt payments. The committee directed administration to review the PFM contract with the solicitor, then place the contract on the board agenda for consideration.

CB East Stadium Project – Financing of the stadium was discussed. Currently, \$7.4M remains in the 2008 bond fund. Phase three, the final phase, of the CB East High School renovation project is underway. Funds are committed for the completion of all items at CB East. Administration feels comfortable that there will be approximately \$7M available after the project completion for other construction projects including the stadium. Initial estimates on stadium construction costs are \$5.6M. Although, by local zoning code, the proposed stadium cannot have a sound system or lights, proper conduits for these systems would be installed during construction in case zoning ordinances change in the future.

Silo Hill Property in Plumstead Township – Administration has been contacted by a potential buyer for this 35 acre parcel located at the intersection of Silo Hill and Stump Road. The district purchased this property in September of 1995 for the purpose of building a future school on the site. Subsequent zoning modifications may make it difficult to build a school at this location in the future. The district paid \$11,628 per acre. The offer received was for \$22,142 per acre. The land would be used for farming and maintained in a preserved-from-development status. The committee directed administration to contact the potential buyer to let them know that the board is not interested in selling the property at this time. The district would like to hold on to this property in case a new school is needed in this area due to future housing development.

New Tax Shelter Annuity Administrator - The district is in the process of consolidating employee 403(b) and 457(b) tax shelter annuity plans under one administrator. Services and investment opportunities for employees would not change but employee cost of investing would be reduced by approximately 40%. There is no cost to the district for this employee benefit other than administration of payroll deductions. The committee directed that the contracts for this item be placed on the board agenda for consideration.

Food Service Contract Extension – Under USDA rules, food service companies can have up to a five year contract with a school district. School districts can approve a series of one-year contracts for up to five consecutive years before a school district must solicit new food service proposals. 2013-14 would be the fourth year from a possible five year contract for Aramark. Administration is recommending a one year extension of the contract terms. Students have more variety than ever before, Aramark has successfully implemented the federal Healthy Hunger-Free Kids Act, and the staff works very hard to create menu variety and enthusiasm in the breakfast and lunch programs. The committee directed administration to proceed with the contract extension and place the item on the board agenda for consideration.

ADJOURNMENT

The meeting adjourned at 7:45p.m. The next meeting will be held on March 20, 7:00p.m., 20 Welden Drive.

Minutes submitted by Dave Matyas, Business Administrator and Administrative Liaison to the Finance Committee

CENTRAL BUCKS SCHOOL DISTRICT
Human Resources Committee Minutes
February 13, 2013

Committee Members Present

Jim Duffy, Chairperson
Steve Corr, Member
Gilbert R. Martini, Jr., Human Resource Director

Other Board Members and Administrators Present

Paul Faulkner
John Gamble
Dr. Rod Green

Committee Members Absent

Geri McMullin, Member

The Human Resources Committee meeting was called to order at 6:00 p.m. by Jim Duffy, Chairperson.

PUBLIC COMMENT

There were no members of the public present for public comment.

APPROVAL OF MINUTES

The minutes of the December 12, 2012, Human Resources Committee meeting were approved as submitted.

DISCUSSION/INFORMATION/ACTION ITEMS

- **AESOP and Substitute Staffing**
The Committee received a demonstration on AESOP, the District's absence management system. The Committee also received a report on staffing levels, absences and fill rates for substitute teachers and substitute educational assistants. We currently have 721 teachers on our substitute list up from 453 last year. Fill rates from 2011-12 to 2012-13 have increased from 94.6% to 98.3% at the elementary level and 95.8 to 97.9 at the secondary level.
- **Attendance Report**
The Committee reviewed attendance information by employee group for 2010-11 and 2011-12. There was not a significant change in sick, urgent reason or personal day usage. There were spikes in sick day use in October, January and March of each year.
- **Health Care and RX Cost Summary**
The committee received an update on health care and prescription drug costs for December and January. The district is in the process of seeking quotes for Pharmacy Benefit Management Services.
- **Transportation Negotiations**
Dr. Green briefed the Committee on Transportation Negotiations. District and Association proposals will be presented before an independent fact-finder tentatively scheduled for April.

ADJOURNMENT

The meeting adjourned at 6:45 P.M. The next meeting is scheduled for April 10, 2013.

Minutes submitted by Gilbert R. Martini, Jr., Human Resources Director and Administrative Liaison to the Human Resources Committee.

MIDDLE BUCKS INSTITUTE OF TECHNOLOGY
EXECUTIVE COUNCIL MINUTES
January 14, 2013

- I. The regular meeting of the MBIT Executive Council was convened on Monday, January 14, 2013, at 5:34 p.m. by Mr. John Gamble, Chairperson, in Room 101 at MBIT. The Executive Council rose to recite the Pledge of Allegiance to the flag. The following members were in attendance:

Council Members

Dr. Bill Foster, Council Rock S.D.
 Mr. John Gamble, Central Bucks S.D.
 Mrs. Bernadette Heenan, Council Rock S.D.
 Mrs. Betty Huf, Centennial S.D.
 Mr. Joseph Jagelka, Central Bucks S.D.
 Mr. Charles Kleinschmidt, Centennial S.D.
 Ms. Alison Kingsley, New Hope-Solebury S.D. (Alternate)
 Mrs. Kelly Unger, Central Bucks S.D.

Absent

Ms. Katherine Driban, Centennial S.D.
 Mr. John Vaughn, New Hope-Solebury S.D.

Others in Attendance:

Dr. Raymond Boccuti, MBIT Superintendent of Record, New Hope-Solebury S.D.
 Mr. Rick Black, Career and Technical Education Supervisor
 Mr. Jeffrey Garton, Esq., School Solicitor
 Mrs. Roberta Jackiewicz, Assistant Board Secretary
 Mr. Vincent Loiacono, Director of Facility Operations
 Mrs. Kathryn Strouse, Administrative Director
 Mr. Robert Vining, Business Manager
 Dr. Thomas Viviano, Assistant Director

- II. Mr. Gamble welcomed Ms. Alison Kingsley, alternate Executive Council School Board Director from New Hope Solebury School District. The Executive Council members and MBIT Administrators introduced themselves. Guests included Ms. JoAnn Perotti, Director of Strategic Services/ Executive Director of the IU Education Foundation, BCIU 22, Mr. Bradley Rosenau, Commercial Art & Design Teacher/Middle Bucks Education Association President, Mrs. Pamela Swoyer, Worked Based Education Teacher and SkillsUSA Advisor. The following MBIT SkillsUSA Officers were in attendance: Maria DeLuca, Maya Grasty, Cassandra Meyer, Philip McCusker, Anna Outkin, David Reilly, Elizabeth Sutcliffe, Ashley Therien, and Heidi Wortell.
- III. Mrs. Huf announced the following slate of officers as recommended by the Program, Policy and Personnel Committee acting as the Nomination Committee, to serve as the 2013 Executive Council Officers: Chairperson – Mr. John Gamble of Central Bucks School District, Vice-Chairperson – Mr. John Vaughn of New Hope-Solebury School District, and Secretary – Mrs. Bernadette Heenan of Council Rock School District.

Mrs. Huf invited other nominations from the floor. Hearing none, Dr. Foster moved, Mr. Jagelka seconded, passed unanimously, to close nominations.

Mr. Jagelka moved, Mrs. Unger seconded, passed unanimously, to elect Mr. John Gamble as Chairperson, Mr. John Vaughn as Vice-Chairperson, and Mrs. Bernadette Heenan as Secretary of the Executive Council for the 2013 year.

- IV. Mr. Gamble announced that on January 9 negotiations officially opened with our teachers union and on February 7 the negotiating teams will meet for a one on one session to get to know each other and move forward with mutual respect. The MBIT Open House was held on January 3. It was well attended by prospective and current students, as well as many graduates who came to share their successes. Each of our 22 programs featured lab activities and program information. Students Services staff and local college representatives were also on hand to answer questions. Last Thursday, MBIT hosted the Pennsylvania School Board Association, who launched the formation of a career and technical education task force to focus the efforts of local politicians on supporting Career and Technical Education schools. The task force will develop recommendations regarding programs and services that can strengthen workforce development and enhance collaboration among Career and Technical Education schools, participating districts, businesses and other stake holders. The students provided a fantastic meal and really proved how great CTE schools can be.
- V. Mrs. Huf commented that she was here for the Open House and was excited by the amount of interest and the number of graduates who came back to see their teachers. Many of them stopped to talk to her and told her of their success since being at MBIT. She was excited to hear this because people listen to word of mouth. She congratulated Mrs. Strouse on the successful Open House and said she has been to many of them. She also attended the PSBA luncheon and said it was nice to hear the State Representatives and Congressman Fitzpatrick talk about their support for career and technical education and she thinks this is an exciting time. She thanked the students who prepared the meals and concluded by saying that the PR coming out of MBIT in support of Career and Technical Education and of our staff and students is just marvelous.

Mrs. Heenan said she attended a meeting at Congressman Fitzpatrick's office regarding MBIT becoming an approved training provider for veterans. An hour was dedicated just to the subject of how wonderful the MBIT facility is. She explained to them that this would never have happened without the process that took place to develop this application and move it forward. We will now be identified as a Central Career Assessment site, which means that any veteran in the Bucks County area who has been recently discharged or is looking to change professions can come to MBIT, become qualified and have a full career assessment. There is a federal agency that is very interested in partnering with Middle Bucks and Mrs. Heenan has the information. She said they will be contacting Mrs. Pakula. There has also been money earmarked by a private person in the community for MBIT to encourage this process to move forward. She applauded MBIT for their initiative with veterans and said it is very exciting and will be very rewarding too.

There was a question whether a veteran who lived in Montgomery County could attend MBIT too. Mrs. Strouse noted that MBIT is approved for any veteran in the area who would like to come to the school.

Mrs. Heenan added that the underwriting for this will start out with \$10,000 and is open to steadily increase year after year. She said the Bucks County Chamber of Commerce is also thrilled with this because there has been a disconnect in the past when they have job fairs for returning veterans and they come back not really knowing what their career field should be and have never had an opportunity to take a career assessment. Mr. Gamble thanked Mrs. Heenan for spearheading this project.

Mrs. Heenan noted that we are trying to arrange a ribbon cutting ceremony to include Governor Corbett or Lieutenant Governor Cawley as well as all Bucks County Chambers of Commerce and the Bucks County Redevelopment and have not gotten anywhere with trying to move this forward. Mrs. Heenan asked the Executive Council members to call Representative Petri's office to help move this forward.

VI. Mrs. Huf moved, Mrs. Heenan seconded, passed unanimously, to approve the minutes of the November 12, 2012 meeting. Attachment 1 (pg. 1-1)

VII. Routine Business:

A. Administrative Report

1. Mrs. Swoyer, Worked Based Education Coordinator and facilitator of our SkillsUSA organization, explained that we have been going to Fall Leadership every year and it is a wonderful opportunity for our students to learn how to lead. This year, we won the overall Leadership Award at the conference, which meant we excelled in every activity we participated in. Every year, our Commercial Art students submit a pin and slogan for the next year's conference. We won first place this year, so our pin and slogan will be the theme for the conference next year. She showed pictures of the pins and slogans submitted and pictures from the conference.

Each of the SkillsUSA officers presented information to provide an overview of the Fall Leadership Conference and shared what they learned and the skills they took away from the conference.

Mrs. Huf complimented the students on their presentations and said we are very proud of each and every one of them and she wished them success.

Mrs. Strouse added that each year she tries to spend some time at Fall Leadership and as she watched the group this year she saw the really high energy and passion. She was not surprised and was extremely delighted when they announced that we were the overall winners this year. This is the first time we won this in the 16 years Mrs. Strouse has been here. Mrs. Swoyer noted we won the pin contest one other year. Mrs. Strouse thanked the students for coming to the meeting.

2. Mrs. Strouse reminded everyone that strong leadership is an essential component of every successful organization. At MBIT, our Executive Council fulfills this responsibility by creating a vision, articulating that vision, passionately owning that vision and persistently staying with it

through to completion. She continued by saying that MBIT is very grateful to the members of our Executive Council who believe in our school. In recognition of School Director's month, she thanked them on behalf of the staff and students at Middle Bucks for their vision and leadership that helps us create a better tomorrow for our students. Mrs. Strouse presented each Executive Council member with a certificate.

3. Ms. Perotti gave the Executive Council an overview of Comprehensive Planning and what it means to MBIT. She reviewed the MBIT Mission Statement and Belief Statements and noted that they are used to build our goals and strategies. Mrs. Strouse then reviewed the goals and accomplishments of the 2009-2013 Strategic Plan. Ms. Perotti explained the components of the Strategic Plan that had to be completed every three to six years. She discussed the research completed by the Department of Education, which identified the need for a streamlined comprehensive process and the subsequent development of the Comprehensive Planning Project. The components of the Comprehensive Plan include the mission, vision, shared values, Educational Community and the CTC Planning Team. The Administrators have been collecting data and the core foundations of the plan are standards, curriculum, instruction, assessment, safe and supportive schools, materials and resources and professional education. Ms. Perotti reviewed the timeline for the process and noted that Administration also completed a 109 page self-study document with guided questions that determined the areas of concern and overall goals for the school. The goals are to enhance student achievement and enhance support for at-risk students. Since we are a school of technology, the final goal is to build technology connections.

Mrs. Heenan said that when Mrs. Strouse came on board it changed the total dynamics of this building, program and mission and MBIT could never have achieved what it did in the last four years if it hadn't been for Mrs. Strouse and her team.

Other discussion included:

- Concern that meeting the requirements of PDE took over the Comprehensive Planning process.
- MBIT was not included in sending district plans.
- Council Rock added MBIT in to their final plan document.
- It is imperative that sending districts all have the element in their strategic plan identifying MBIT as a key piece.
- The Executive Council having input in the plan.
- The Executive Council having a copy of the plans of each sending district.
- Sending districts need to acknowledge NOCTI scores.
- The strategies and goals of the plan should be readable.
- The goals are general and when we start working on action plans there will be opportunities to address concerns.
- The guided questions were tailored to Career and Technical schools.

- PDE terms don't make sense to the community.
- The plans are geared to moving the districts forward in the next three years.
- Questions about the process can be directed to Mrs. Strouse and the Steering Committee so that concerns can be voiced through them for the final document.

Mr. Kleinschmidt exited the meeting at 6:45 PM and returned at 6:47 PM.

Mrs. Heenan exited the meeting at 6:47 PM.

B. Mrs. Huf moved, Mr. Jagelka seconded, passed unanimously, to receive and file MBIT's update including activities/events, correspondence and related matters as per Attachment 2 (pg. 2-1)

C. Committee Reports

1. Dr. Boccuti, Superintendent and Chairperson of the Professional Advisory Council said that their meeting was held on Friday, January 11, 2013 at 7:30 AM. The Superintendents reviewed the draft of the January Executive Council agenda and recommended no changes. There was a lengthy discussion regarding School Board Policy 815, Acceptable Use of Electronic Resources. As you look across other school districts and different solicitor recommendations, you either see a very long in depth board policy and some Administrative Regulations that follow or you see a tight board policy with a massive Administrative Regulation that tries to cover everything. He said they are all discussing this right now in addition to MBIT. They also discussed Board Policy 817 that was revised in reference to Energy Conservation.

Dr. Boccuti reported they received an update on the MBEA Negotiations process and had a discussion about the new PDE Teacher Effectiveness System which is the Teacher Observation and Evaluation process that will be effective in September for all 500 school districts and schools in the state. Mrs. Strouse reviewed the teacher evaluation software designed by EduLink Inc. and it is one of five that are available. New Hope Solebury is looking at different software programs to see what might be helpful with that.

There was a report on Comprehensive Planning and Mrs. Strouse asked about a program called Bonds Rewards for Education: The Superintendents all reported that they have similar programs at their schools but not that particular program and could not be very helpful in giving her feedback on that.

There was a good discussion on security in light of the recent school tragedy in Connecticut. Mrs. Strouse was inquiring about whether they have considered purchasing Raptureware, a visitor management system that provides instant criminal background screening. The Superintendents agreed that the system did not provide a great deal of value to the safety of

the school because it only reports information about child predators and studies indicate that most incidents of school violence were committed by someone associated with the school. Attachment 3 (pg. 3-1)

Mrs. Heenan returned to the meeting at 6:56 PM.

2. Mrs. Heenan, Chairperson of the Building, Security and Technology Committee was unable to attend the meeting. She asked that the minutes be referred to for the report. Attachment 4 (pg.4-1)
 3. The Program, Policy and Personnel Committee meeting scheduled on Wednesday, January 2, 2013 at 5:15 PM was cancelled. – Mrs. Betty Huf, Chairperson. Attachment 5 (pg. 5-1)
 4. The Finance Committee meeting scheduled on Wednesday, January 2, 2013 at 6:00 PM was cancelled. – Ms. Katherine Driban, Chairperson. Attachment 6 (pg. 6-1)
 5. Mr. Gamble announced Committee and Chair assignments as follows:

Building, Security and Technology – Mrs. Bernadette Heenan, Chairperson, Mr. Joseph Jagelka, Mr. Charles Kleinschmidt and Mr. John Vaughn/Ms. Alison Kingsley

Program, Policy and Personnel – Mrs. Betty Huf, Chairperson, Mr. John Gamble, Mrs. Bernadette Heenan and Mr. John Vaughn/Ms. Alison Kingsley.

Finance Committee – Ms. Katherine Driban, Chairperson, Dr. Bill Foster, Mrs. Kelly Unger and Mr. John Vaughn/Ms. Alison Kingsley
- D. Mrs. Huf moved, Mrs. Unger seconded, passed unanimously, to approve the Cash Payments Reports for November and December. Attachment 7 (pg. 7-1)
- E. Mrs. Huf moved, Mrs. Unger seconded, passed unanimously, to approve the Treasurer's Reports for October and November. Attachment 8 (pg. 8-1)

VIII. Current Agenda Items

A. Personnel Items

1. Mrs. Huf moved, Mrs. Unger seconded, passed unanimously, to ratify the qualifying leave of absence consistent with Policy #535.1 – Family and Medical Leave for Denise Frank, Instructional Assistant, effective November 28, 2012.
2. Mrs. Huf moved, Mrs. Unger seconded, passed unanimously, to approve the transfer of 9.25 accumulated sick days for Anthony Rogers, Construction Carpentry Teacher from Delaware County Intermediate Unit to Middle Bucks Institute of Technology.

3. Mrs. Huf moved, Mrs. Unger seconded, passed unanimously, to approve the spring 2013 Adult Education Evening School programs and employment of the Adult Evening School Staff. Attachment 9 (pg. 9-1)

There was discussion regarding the Adult Education classes and that they will run as listed. The Home Emergency Preparation is a new course that will run for one night, Basic Residential Plumbing is for someone who doesn't know anything about plumbing, and you can register for Adult Education courses on the website.

B. Other Matters for Consideration

1. Mrs. Huf moved, Dr. Foster seconded, passed unanimously, to approve the additional field trip for the 2012/13 school year. Attachment 10 (pg. 10-1)
2. Mrs. Huf moved, Dr. Foster seconded, passed unanimously, to approve the members of the Comprehensive Planning Steering Committee. Attachment 11 (pg. 11-1)
3. Mrs. Huf moved, Dr. Foster seconded, passed unanimously, to receive and file the December 13, 2012 Middle Bucks Area Vocational Technical School Authority Minutes. Attachment 12 (pg.12-1)

There was discussion on the following:

- Mrs. Strouse noted the Veterinary Assisting Program is a high school program that students have shown an interest in for years. Upper Bucks Technical High School has a large and small animal program and we would have a small animal program. Upper Bucks has two focuses, one is on animal care and they run a dog day care and the other is caring for animals that will be used for laboratory experiments. Our students would work in a lab setting taking care of animals or assisting a Veterinarian. We are in the planning stages. Mrs. Strouse has contacted Holiday House Pet Resort in Doylestown and they are associated with Doylestown Animal Hospital. They would be able to provide us with our clinical portion for the first couple of years while we get ourselves up and running.
- There was a question about the bonds being refinanced. Mr. Vining reported that a discussion was started because there is an opportunity to do an advanced refunding of the series of 2006 bonds because the interest rates are so low. The school has some needs we have identified. There are nine transformers that need to be replaced that are 44 years old and the cost to replace them is approximately \$350,000. We have discussed internally doing them in stages and over time. With this advanced refunding opportunity, we thought we could carve out some new money from the savings to pay for these things, therefore not asking for new monies from

the member districts. We are in the planning stages of this and have had an informal meeting with PFM to hear their thinking and to maybe bring them in as the Financial Advisor. The good thing about the interest rate environment right now, barring the unforeseen, is the longer we put off doing a transaction, we are saving money in the interim. In our case, this is an advanced refunding of the bonds that are not callable until 2016. The money has to be put aside and there is negative arbitrage to that time. You're going to have to put a little more money up to pay off the bonds. If we are able to wait, we are saving \$500 a day by waiting. We are watching it and trying to figure it out and will take it to the Authority. There is an opportunity to take care of needs and it gives us time to plan what our capital needs are. We know we have transformers that are 44 years old that have an expected life of 30 years and we would like to replace them before they fail.

Other discussion included that it seems like the needs we have identified in this low interest environment are small, just these two projects and as a part of the strategic planning and given that interest rates are so low, if there are any capital needs that MBIT has, it seems like it is a good time to refinance these bonds more fully.

4. Mrs. Huf moved, Dr. Foster seconded, passed unanimously, to employ Alfred D' Angelo as Chief Negotiator for the Middle Bucks Executive Council at a rate of \$400.00 per hour.
5. Mrs. Huf moved, Dr. Foster seconded, passed unanimously, to approve the agreement between Middle Bucks Institute of Technology and EduLink Inc. ("EduLink") for the purchase of software to implement the new PDE teacher evaluation system. Attachment 13 (pg. 13-1)

Discussion included that the new PDE teacher observation evaluation system is very involved and this is a new software package to manage the new PDE teacher evaluation system. Mrs. Strouse and Dr. Viviano worked with the company, went through training and had the opportunity to use the software before they made their decision. The teachers and administrators who are evaluating the teachers would use the software. Mrs. Strouse explained that the system sends the required pieces back and forth between the teacher and administrator and tracks everything so that nothing is lost in the six step process.

6. Mrs. Huf moved, Dr. Foster seconded, passed unanimously, to approve budget transfers. Attachment 14 (pg. 14-1)

- IX. Mrs. Huf moved, Mr. Jagelka seconded, passed unanimously, to adjourn the January 14, 2013 meeting of the MBIT Executive Council at 7:02 PM.

Respectfully submitted,

Bernadette Heenan
Secretary

Roberta Jackiewicz
Assistant Secretary

**CENTRAL BUCKS SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING**

March 12, 2013

FOR ACTION: Aramark Contract Extension

The United States Department of Agriculture allows for a five year food service contract. But, the five-year contract must be made up of five individual 1-year contracts that must be approved by the school board and the Pennsylvania Department of Education each year. The proposed contract extension for Aramark would be the fourth year of a potential five-year contract.

As a part of the federal Healthy Hunger-Free Kids Act, school districts must increase the price of school lunch and breakfast so that they are equivalent or greater than the federal reimbursement school districts receive for students eligible for free meals. Prices must increase by at least \$.10 per year until targets are met. The intent behind the measure is to make sure federal free meal reimbursements do not subsidize the pricing of non-free meals. Below are recommended price changes.

Proposed 2013-14 Pricing	Current Prices	Proposed 2013-14 Prices	Meets Federal Targets for 2013-14
Elementary Breakfast	\$1.45	\$1.55	Yes
Middle Breakfast	\$1.95	\$2.05	Yes
High School Breakfast	\$2.20	\$2.30	Yes
Elementary Lunch	\$2.35	\$2.45	No
Middle Lunch	\$2.70	\$2.80	No
Middle Premium Lunch	\$3.20	\$3.30	No
High School Lunch	\$2.70	\$2.80	No
High Sch Premium Lunch	\$3.20	\$3.30	No

Elementary Target Lunch Price is \$2.86

RECOMMENDATION:

The administration is recommending that the Board approve the contract extension with Aramark, Inc.

Renewal Year Checklist

(For SFA use only- do not submit with documents)

Agreement Page

- Original Signatures should only be obtained after PDE returns the packet with an approval signature on each page
- Dated by both parties (should be completed when the signatures are obtained)
- The Number of Renewals is listed

Additional Requirements

- Certification Regarding Lobbying and/or Disclosure of Lobbying Activities (must have original signatures)
- Clean Air and Water Certificate (must have original signatures)
- Suspension and Debarment Certification (must have original signatures)
- Projected Operating Costs Worksheet(s)
- The Fact Sheet in PEARS must be completed

Comments: _____

Renewal Agreement Page

This bidder certifies that he/she shall operate in accordance with all applicable State and Federal regulations.

This bidder certifies that all terms and conditions within the Bid Solicitation shall be considered a part of the contract as if incorporated therein.

This Renewal Agreement shall be in effect for one year starting July 1, 2013 and may be renewed by mutual agreement for up to one (1) additional one-year period(s). The provisions of the contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their duly authorized representative the day and year.

Central Bucks School District

Name of SFA

ARAMARK Educational Services, LLC

Name of FSMC

Signature of Authorized Representative*

Signature of Authorized Representative*

Printed Name of Authorized Representative

Steven Weiser

Printed Name of Authorized Representative

Title

Vice President

Title

Date Signed

Date Signed

Attest

Attest

* All contracts must be signed in blue ink.

Appendix H

U. S. DEPARTMENT OF AGRICULTURE

**Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion-
Lower Tier Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

ARAMARK Educational Services, LLC
Organization Name

Central Bucks School District
PR/Award Number or Project Name

Steven Weiser - Vice President
Names(s) and Title(s) of Authorized Representative(s) of the FSMC

Signature(s)

Date

Appendix H (cont)

Instructions for Certification

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant are not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Appendix I

Clean Air and Water Certificate

Applicable if the contract exceeds \$100,000 or the Contracting Officer has determined that the orders under an indefinite quantity contract in any one year will exceed \$100,000 or a facility to be used has been the subject of a conviction under the Clean Air Act (41 U.S.C. 1857c-8(c)(1) or the Federal Water Pollution Control Act 33 1319(d) and is listed by EPA or the contract is not otherwise exempt. Both the School Food Authority (SFA) and Food Service Management Company (offeror) shall execute this Certificate.

ARAMARK Educational Services, LLC
Name of Food Service Management Company

Central Bucks School District
Name of School Food Authority

THE FOOD SERVICE MANAGEMENT COMPANY AGREES AS FOLLOWS:

A. To comply with all the requirements of Section 114 of the Clean Air Act, as amended (41 U.S.C. 1857, et seq., as amended by Public Law 91-604) and Section 308 of the Federal Water Pollution Control Act (33 U.S.C. 1251, et seq., as amended by Public Law 92-500), respectively, relating to inspection, monitoring, entry, reports and information as well as other requirements specified in Section 114 and Section 308 of the Air Act and the Water Act, respectively, and all regulations and guidelines issued there under before the award of this contract.

B. That no portion of the work required by this prime contract will be performed in a facility listed on the Environmental Protection Agency List of Violating Facilities on the date when this contract was awarded unless and until the EPA eliminates the name of such facility or facilities from such listing.

C. To use his/her best efforts to comply with clean air standards and clean water standards at the facilities in which the contract is being performed.

D. To insert the substance of the provisions of this clause in any nonexempt subcontract, including this paragraph.

THE TERMS IN THIS CLAUSE HAVE THE FOLLOWING MEANINGS:

A. The term "Air Act" means the Clean Air Act, as amended (41 U.S.C. 1957 et seq., as amended by Public Law 91-604).

B. The term "Water Act" means Federal Water Pollution Control Act, as amended (33 U.S.C. 1251 et seq., as amended by Public Law 92-500).

C. The term "Clean Air Standards" means any enforceable rules, regulations, guidelines, standards, limitations, orders, controls, prohibitions, or other requirements which are contained in, issued under, or otherwise adopted pursuant to the Air Act or Executive Order 11738, an applicable implementation plan as described in section 110(d) of the Clean Air Act (42 U.S.C. 1957c-5(d)), an approved implementation procedure or plan under Section 111(e) or Section 111(d), respectively, of the Air Act (42 U.S.C. 1857c-6(c) or (d)), or approved implementation procedure under Section 112(d) of the Air Act (42 U.S.C. 1857c-7(d)).

D. The term "Clean Air Standards" means any enforceable limitation, control, condition, prohibition, standard, or other requirement which is promulgated pursuant to the Water Act or contained in a permit issued to a discharger by the Environmental Protection Agency or by a State under an approved program, as authorized by Section 402 of the Water Act (33 U.S.C. 1342) or by local government to ensure compliance with pretreatment regulations as required by Section 307 of the Water Act (33 U.S.C. 1317).

E. The term "Compliance" means compliance with clean air or water standards. Compliance shall also mean compliance with a schedule or plan ordered or approved by a court of competent jurisdiction, the Environmental Protection Agency or an Air or Water Pollution Control Agency in accordance with the requirements of the Air Act or Water Act and regulations issued pursuant thereto.

F. The term "facility" means any building, plant, installation, structure, mine, vessel, or other floating craft, location or sites of operations, owned, leased or supervised by the Food Service Management Company.

Signature of Food Service Management Company's
Authorized Representative

Vice President
Title

Date

Signature of School Food Authority's
Authorized Representative

Title

Date

Appendix J

CERTIFICATION REGARDING LOBBYING

Applicable to Grants, Sub-grants, Cooperative Agreements, and Contracts Exceeding \$100,000 in Federal Funds.

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all covered subawards exceeding \$100,000 in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

ARAMARK Educational Services, LLC

1101 Market Street, 29th Floor

Philadelphia, PA 19107

Name/Address of Organization (F5MC)

Steven Weiser - Vice President

Name/Title of Submitting Official

Signature

Date

Appendix J

****NOT APPLICABLE****

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

1. Type of Federal Action: _____ a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: _____ a. bid/offer/ application b. initial award c. post-award	3. Report Type: _____ a. initial filing b. material change For Material Change Only: Year _____ Quarter _____ Date of Last Report _____
4. Name and Address of Reporting Entity: Prime Subawardee Title, if known: Congressional District, if known:	5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, if known:	
6. Federal Department/Agency:	7. Federal Program Name/Description: CFDA Number, if applicable:	
8. Federal Action Number, if known:	9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Entity (last name, first name, MI) (Attach Continuation Sheet(s) SF-LLL-A if Necessary) (if individual, last name, first name, middle)		
10. b. Individuals Performing Services (including address if different from No. 10, a.)		
11. Amount of Payment (check all that apply): \$ _____ Actual \$ _____ Planned	12. Form of Payment (check all that apply): _____ a. cash _____ b. in-kind; specify: Nature _____ Actual _____	
13. Type of payment (check all that apply): _____ a. retainer _____ b. one-time fee _____ c. commission _____ d. contingent fee _____ e. deferred _____ f. other; specify:		
14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), or member(s) contracted for Payment indicated in Item 11: (Attach Continuation Sheet(s) SF-LLL-A, if necessary)		
15. Are Continuation Sheet(s) SF-LLL-A Attached: Yes _____ (Number _____) No _____		
16. Information requested through this form is authorized by Title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: _____ Print Name: Steven Welser Title: Vice President Telephone: (215) 238-3000 Date: _____	

Appendix J (cont)

DISCLOSURE OF LOBBYING ACTIVITIES
CONTINUATION SHEET SF-LLL-A

Reporting Entity: _____
Page ____ of ____

Appendix J (cont)

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. Section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Use of SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee; e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee", then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) Number, Invitation for Bid (IFB) Number; grant announcement number; the contract, grant or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes; e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.
11. (b) Enter the full names of the individual(s) performing services, and include full address if different from 10(a). Enter Last Name, First Name, and Middle Initial (MI).
12. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
13. Check all that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
14. Check all that apply. If other, specify nature.
15. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.
16. Check whether or not a SF-LLL-A Continuation Sheet(s) is attached. List number of sheets if yes.
16. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-00046), Washington, DC 20503.

NSLP Projected Operating Costs

Attachment 6a

Contract Begin Date 07/01/13 School Food Authority Central Bucks
 Contract End Date 06/30/14 FSMC Name ARAMARK
 Days of Service 180

Actual "In-School" Revenue						
(Include Seamless Summer Option (SSO) Actual Revenue, if applicable)						
BREAKFASTS:		MEALS	RATES			
Elementary Paid	#	11,214	X	\$ 1.550	=	\$ 17,381.70
Elementary Tiered Paid	#		X	\$ -	=	\$ -
Middle Paid	#	10,440	X	\$ 2.050	=	\$ 21,402.00
Middle Tiered Paid	#		X	\$ -	=	\$ -
Secondary Paid	#	6,290	X	\$ 2.300	=	\$ 14,457.00
Secondary Tiered Paid	#		X	\$ -	=	\$ -
Reduced-Price	#	2,700	X	\$ 0.300	=	\$ 810.00
Adult Paid	#	1,080	X	\$ 2.600	=	\$ 2,808.00
A la Carte Sales	#		X	\$ -	=	\$ -
Subtotal Breakfasts		#				\$ 56,868.70
LUNCHES:						
Elementary Paid	#	444,960	X	\$ 2.450	=	\$ 1,090,152.00
Elementary Tiered Paid	#		X	\$ -	=	\$ -
Middle Paid	#	176,904	X	\$ 2.800	=	\$ 495,331.20
Middle Tiered Paid	#	19,656	X	\$ 3.300	=	\$ 64,864.80
Secondary Paid	#	58,100	X	\$ 2.800	=	\$ 162,680.00
Secondary Tiered Paid	#	38,100	X	\$ 3.300	=	\$ 125,730.00
Reduced-Price	#	31,810	X	\$ 0.400	=	\$ 12,724.00
Adult	#	10,130	X	\$ 3.800	=	\$ 38,370.00
A la Carte Sales	#	1,675,158	X	\$ 1.000	=	\$ 1,675,158.00
Subtotal Lunches		#				\$ 3,731,218.00
SNACKS/SUPPLEMENTS:						
Paid	#		X	\$ -	=	\$ -
Reduced-Price	#		X	\$ -	=	\$ -
Adult	#		X	\$ -	=	\$ -
A la Carte Sales	#		X	\$ -	=	\$ -
Subtotal Snacks/Supplements		#				\$ -
OTHER:						
Special Milk						\$ -
Vending Machine Sales/Concession						\$ 12,000.00
Special Functions						\$ -
Subtotal Other						\$ 12,000.00
Total "IN-SCHOOL" Revenue		#				\$ 3,800,878.70

Federal Reimbursement						
To Be Completed By SFA (Include SSO Reimbursements, if applicable)						
BREAKFASTS:		MEALS	RATES			
Paid	#	27,944	X	\$ 0.270	=	\$ 7,544.88
Free	#	23,508	X	\$ 1.550	=	\$ 36,437.40
Free, Severe Need	#		X	\$ -	=	\$ -
Reduced	#	2,700	X	\$ 1.250	=	\$ 3,375.00
Reduced, Severe Need	#		X	\$ -	=	\$ -
Subtotal Breakfasts		#				\$ 47,357.28
HIGH RATE LUNCHES:						
Paid	#		X	\$ -	=	\$ -
Free	#		X	\$ -	=	\$ -
Reduced	#		X	\$ -	=	\$ -
Subtotal High Rate Lunches		#				\$ -
LOW RATE LUNCHES:						
Paid	#	757,720	X	\$ 0.270	=	\$ 204,584.40
Free	#	146,585	X	\$ 2.860	=	\$ 420,091.10
Reduced	#	31,810	X	\$ 2.460	=	\$ 78,252.60
Subtotal Low Rate Lunches		#				\$ 702,928.10
SNACKS/SUPPLEMENTS:						
Paid	#		X	\$ -	=	\$ -
Free	#		X	\$ -	=	\$ -
Reduced	#		X	\$ -	=	\$ -
Subtotal Snacks/Supplements		#				\$ -
SPECIAL MILK						
Paid	#		X	\$ -	=	\$ -
Free	#		X	\$ -	=	\$ -
Subtotal Special Milk		#				\$ -
Total Federal Reimbursement		#				\$ 780,285.38

NSLP Projected Operating Costs

State Reimbursements

(Include SSO Reimbursements, if applicable)

BREAKFASTS:		MEALS	RATES		
Paid	#	27,944	X	\$ 0.100	= \$ 2,794.40
Free	#	23,509	X	\$ 0.100	= \$ 2,350.90
Free, Service Need	#		X	\$ -	= \$ -
Reduced	#	2,700	X	\$ 0.100	= \$ 270.00
Reduced, Service Need	#		X	\$ -	= \$ -
Subtotal Breakfasts		# 54,163			\$ 5,415.30
LUNCHES:					
Paid	#	757,720	X	\$ 0.100	= \$ 75,772.00
Free	#	146,883	X	\$ 0.100	= \$ 14,688.30
Reduced	#	31,810	X	\$ 0.100	= \$ 3,181.00
Breakfast Incentive <=20%	#	936,418	X	\$ 0.070	= \$ 65,549.26
Breakfast Incentive >20%	#		X	\$ -	= \$ -
Subtotal Lunches		# 936,418			\$ 112,369.80
SNI Lunch	#		X	\$ -	= \$ -
SNI Breakfast	#		X	\$ -	= \$ -
SNI Breakfast Incentive <=20%	#		X	\$ -	= \$ -
SNI Breakfast Incentive >20%	#		X	\$ -	= \$ -
Subtotal SNI Incentive		# -			\$ -
Total State Reimbursement		# 950,567			\$ 117,785.80
SUMMARY:					
Total "IN-SCHOOL" Revenue					\$ 3,800,078.70
Total All Reimbursements					\$ 868,070.38
Other Income (catering, pre-packaged meals sold to outside schools)					\$ -
Interest Income					\$ -
Total Revenue					\$ 4,668,149.08
Commodity Usage @		\$ 0.2275 Per Reimbursable Lunches	936,418	\$	(213,034.41)

(This page to be completed by FSMC)

EXPENSES:	TOTAL COST	COST/MEAL
		(Only if Retail Price Control)
Food Cost-Including Commodity Items* Enter the amount of food and milk purchased and received. Include the Commodity Distribution Assessment Fee, Commodity Value and Non-Food Commodity Value. (Do not include rebates, discounts and credits)	\$ 1,885,935.43	\$ 1.2021
Commodity Delivery Charge* Enter the charge to have the commodities delivered	\$ 6,856.13	\$ 0.0044
Direct Labor and Benefits* Enter the gross amount paid for salaries and fringe benefits to foodservice workers	\$ 1,931,610.68	\$ 1.2312
Other Direct* Enter the cost for non-food items such as paper goods, supplies, equipment repairs	\$ 360,054.60	\$ 0.2295
Non-reimbursable Expenses* Enter all expenditures that are not an allowable cost for reimbursement purposes	\$ -	\$ -
Administrative Fee* Enter the fee that will be charged to manage the program	\$ 70,600.90	\$ 0.0450
FSMC Management Fee* Enter the fee that will be charged to manage the program	\$ 72,012.92	\$ 0.0459
Indirect Costs* Enter the amount of utilities and indirect labor charged to manage the program	\$ -	\$ -
Other: Private Ltd* (catering, pre-packaged meals sold to outside schools)	\$ -	\$ -
Sub-total Expenses/Total Cost Per Meal	\$ 4,327,160.65	\$ 2.7591
Less Rebates, Discounts and Applicable Credits	\$ -	
SUMMARY		
Guarantee to SFA*	\$ 722,000.00	Total Revenue \$ 4,668,149.08
		Total Expenses \$ 4,114,126.25
School Nutrition Program Profit or (Loss)		\$ 554,022.83

Budget Summary-all items indicated with * on the Projected Operating Cost Worksheet must be itemized in detail on this sheet

	Current Year	Renewal Year	Increase (Decrease)	% of change
Paper Supplies	\$137,830	\$120,873	(\$16,957)	-12.30%
Cleaning Supplies	\$16,275	\$16,552	\$277	1.70%
General/Self Insurance	\$110,323	\$98,480	(\$11,843)	-10.73%
Uniforms	\$10,300	\$10,000	(\$300)	-2.91%
Nutrition Education	\$11,948	\$8,744	(\$3,204)	-26.82%
Office Supplies	\$5,202	\$5,050	(\$152)	-2.92%
Promotional Materials	\$7,500	\$7,300	(\$200)	-2.67%
Vehicle Leases	\$17,000	\$16,466	(\$534)	-3.14%
Vehicle Operations	\$10,800	\$10,500	(\$300)	-2.78%
Management Meetings	\$1,000	\$1,000	\$0	0.00%
Auto Allowance	\$6,200	\$6,000	(\$200)	-3.23%
Telephones	\$2,500	\$2,400	(\$100)	-4.00%
Performance Bond	\$5,000	\$5,000	\$0	0.00%
Technology	\$14,600	\$14,200	(\$400)	-2.74%
Amortization of Buy Back Investment	\$47,676	\$37,500	(\$10,176)	-21.34%
Sub-total Other Direct	\$404,154	\$360,065	(\$44,089)	-10.91%



**Attestation Statement
Regarding
Material Change Determination for Food Service Management Company (FSMC) Contracts**

The following statement must be signed by a duly authorized representative of the SFA operating the National School Lunch and/or School Breakfast Programs and returned to the Division of Food and Nutrition (DFN), if it is determined that a material change has not occurred in the FSMC renewal contract with the SFA.

I, Dave Matyas, Business Administrator, as the duly authorized representative of Central Bucks School District (SFA), do hereby attest that the aforementioned SFA operating the National School Lunch Program authorized under the Richard B. Russell National School Lunch Act (42 U.S.C. 1751 et seq.) and/or the School Breakfast Program authorized under the Child Nutrition Act of 1966 (42 U.S.C. 1773) has reviewed its existing Food Service Management Contract for all changes resulting from the Final Rule, *Nutrition Standards in the National School Lunch and School Breakfast Programs*, and considered all the factors outlined by USDA's Guidance titled "Procurement Questions and Answers to Assist in the Implementation of the Final Rule titled *Nutrition Standards in the National Lunch and School Breakfast Programs*" (SP 17-2012).

The aforementioned SFA has determined that **NO MATERIAL CHANGE** has occurred between the original contract with the FSMC and renewal year contracts as a result of implementing the new meal standards. This determination was made independently by the SFA, **not the FSMC**.

In addition, Dave Matyas attests that:

- Changes to the contract would not have caused bidders to bid differently if the prospective changes had existed at the time of bidding;
- Prospective changes do not materially affect the scope of services, types of food products, volume of food products, etc., in both the solicitation document and resulting contract; and
- Documentation used to support the aforementioned will be maintained for the duration of the contract with the existing FSMC.

The factors that lead me to believe that none of the areas attested to above trigger a material change are as follows (space expands as you type):

List of Factors

I certify that **no material change occurred** and this attestation is true and correct, and therefore, I believe until the current remaining renewals have expired, CBSD is not required to rebid its FSMC contract. In addition, I understand that a review of the SFA's FSMC contract is conducted during the Administrative Review by the DFN. Noncompliance with any federal or state regulation may result in adverse action including fiscal action. Payment from the SFA Food Service Account to the FSMC may be deemed unallowable as a result of any identified noncompliance with this attestation. All unallowable costs will need to be reimbursed to the food service account from nonfederal sources.

Signature of Authorized Representative

Date
November 2, 2012



pennsylvania
DEPARTMENT OF EDUCATION

**Attestation Statement
Regarding
Material Change Determination for Food Service Management Company (FSMC) Contracts**

ATTACHMENT

- The Final Rule did not materially impact the Contract financially:
 - There is no increase in the Administrative or Management Fees other than contractually permitted Consumer Price index increase.
 - There has been no material change in the financial guarantee.

- The Final Rule did not materially impact the nutritional aspects of the Contract:
 - Many requirements of the Final Rule were already incorporated in our menus, such as increased offerings of fruits and vegetables, and whole grain foods.
 - As such, the Final Rule will not require a material change in food costs or product mix, or in the volume of food products.

November 2, 2012

**CENTRAL BUCKS SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING**

March 12, 2013

FOR ACTION: Water Tank Hydrostatic Coating

Our long range facility plan includes maintenance on several domestic wells and water systems. Gayman Elementary has a 5,000 gallon tank to store its domestic water which originates from an onsite well. The tank needs to be drained, cleaned, and relined with an epoxy coating. We advertised for this work and received (5) bids to complete this work.

I.K Stoltzfus	\$23,490
Alpine Painting	\$39,500
Allied Painting	\$42,950
Pro Spec Painting	\$49,866
JNP Construction	\$81,300

The bids are quite divergent, but I.K. Stoltzfus has done this work before for CB and so they might have a better idea of what the project entails. We did a post-bid interview with I.K. Stoltzfus and determined that they have everything in the bid to meet the specifications of the project. I.K. Stoltzfus has successfully completed similar projects for CBSD and has been good to work with. This bid is within the budget projected.

RECOMMENDATION:

The administration is recommending that the Board award the contract for the Relining of Domestic Water Tank at Gayman Elementary to I.K. Stoltzfus for \$23,490.

**CENTRAL BUCKS SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING**

March 12, 2013

FOR ACTION: School Board Policy 806

Revision to School Board Policy 806: CHILD/STUDENT ABUSE

The changes to School Board Policy No. 806 Child/Student Abuse reflect recent revisions to School Code. We are now required to ensure that independent contractors of the district, in addition to school district employees, are trained in the recognition and reporting of child abuse as required by law. The training must include recognition of signs of abuse and reporting requirements, provision of school code related to child abuse requirements, and reporting procedures. Additionally employees and independent contractors are required to complete a minimum of three hours of training every five years.

Sexual misconduct is now included as a reportable child abuse offense; misconduct is defined within the policy.

RECOMMENDATION:

The administration is recommending that the Board approve School Board Policy 806 -- Child/Student Abuse.

SECTION: OPERATIONS

TITLE: CHILD/STUDENT ABUSE

ADOPTED: July 23, 2002

REVISED: October 23, 2007

CENTRAL BUCKS SCHOOL DISTRICT

<p>1. Authority 18 Pa. C.S.A. SC1205.6 Sec. 4304 23 Pa. C.S.A. Sec. 6301 et seq</p> <p>2. Definitions 23 Pa. C.S.A. Sec. 6303</p>	<p style="text-align: center;">806. CHILD/STUDENT ABUSE</p> <p>The Board adopts this policy to affirm district employees' obligation to assist in identifying possible child abuse as well as victimization of students by other school employees, and to establish procedures for reporting such in compliance with the Child Protective Services Law of 1999 and its amendments. The Board directs the district, and independent contractors of the district, to provide their employees with training for recognition and reporting of child abuse as required by law.</p> <p>The following definitions are for purposes of this policy.</p> <p>Child Abuse - shall mean any of the following:</p> <ol style="list-style-type: none"> 1. Any recent act or failure to act by a perpetrator that causes non-accidental serious physical injury to a child less than eighteen (18) years of age. 2. Any act or failure to act by a perpetrator that causes non-accidental serious mental injury to or sexual abuse or sexual exploitation of a child under eighteen (18) years of age. 3. Any recent act, failure to act, or series of such acts or failures to act by a perpetrator that creates an imminent risk of serious physical injury to or sexual abuse or sexual exploitation of a child under eighteen (18) years of age. 4. Serious physical neglect by a perpetrator constituting prolonged or repeated lack of supervision or the failure to provide essentials of life, including adequate medical care, that endangers a child's life or development or impairs the child's functioning. <p>No child shall be deemed to be physically or mentally abused based on injuries that result solely from environmental factors beyond the control of the parent or person responsible for the child's welfare, such as inadequate housing, furnishings, income, clothing, and medical care.</p>
---	--

<p>23 Pa. C.S.A. Sec. 6303</p>	<p>Serious Mental Injury - a psychological condition, as diagnosed by a physician or licensed psychologist, including the refusal of appropriate treatment, that:</p> <ol style="list-style-type: none"> 1. Renders a child chronically and severely anxious, agitated, depressed, socially withdrawn, psychotic or in reasonable fear that the child's life or safety is threatened. 2. Seriously interferes with a child's ability to accomplish age-appropriate developmental and social tasks.
<p>23 Pa. C.S.A. Sec. 6303</p>	<p>Serious Physical Injury - an injury that causes a child severe pain, or significantly impairs a child's physical functioning, either temporarily or permanently.</p>
<p>23 Pa. C.S.A. Sec. 6303</p>	<p>Sexual Abuse or Exploitation - the employment, use, persuasion, inducement, enticement, or coercion of any child to engage in or assist any other person to engage in any sexually explicit conduct, or any simulation of any sexually explicit conduct, for the purpose of producing any visual depiction including photographing, videotaping, computer depicting or filming of any sexually explicit conduct, or the rape, sexual assault, involuntary deviate sexual intercourse, aggravated indecent assault, molestation, incest, indecent exposure, prostitution, statutory sexual assault or other form of sexual exploitation of children.</p>
<p>23 Pa. C.S.A. Sec. 6303</p>	<p>Perpetrator - a person who has committed child abuse and is a parent/guardian of a child, a person responsible for the welfare of a child, an individual residing in the same home as a child, or a paramour of a child's parent/guardian. The term does not include a person who is employed by or provides services or programs in district schools.</p>
<p>23 Pa. C.S.A. Sec. 6303</p>	<p>Serious Bodily Injury - bodily injury that creates a substantial risk of death or which causes serious permanent disfigurement or protracted loss or impairment of function of any bodily member or organ.</p>
<p>23 Pa. C.S.A. Sec. 6351</p>	<p>Administrator - the person responsible for the administration of a district school. The term includes a person responsible for employment decisions in a school and an independent contractor. The principal of the school where the abused student is enrolled will serve as the administrator under this policy.</p>
<p>23 Pa. C.S.A. Sec. 6303</p>	<p>School Employee - an individual employed in a district school. The term includes an independent contractor and employees. The term excludes an individual who has no direct contact with students.</p>
<p>23 Pa. C.S.A.</p>	<p>Student - an individual enrolled in a district school who is under eighteen (18) years</p>

<p>Sec. 6303</p>	<p>of age.</p>
<p>23 Pa. C.S.A. Sec. 6303</p>	<p>Applicant - an individual who applies for a position as a school employee. The term includes an individual who transfers from one position to another position as a school employee.</p>
<p>SC 1205. 6</p>	<p>Sexual Misconduct: any act, including, but not limited to, any verbal, nonverbal, written or electronic communication or physical activity, directed toward or with a child or student that is designed to establish a romantic or sexual relationship with the child or student, such acts include but are not limited to:</p> <ol style="list-style-type: none"> 1. Sexual or romantic invitation. 2. Dating or soliciting dates. 3. Engaging in sexualized or romantic dialog. 4. Making sexually suggestive comments. 5. Self-disclosure or physical disclosure of a sexual or erotic nature. 6. Any sexual, indecent, romantic or erotic contact with a child or student.
<p>3. Guidelines</p>	<p style="text-align: center;">CHILD ABUSE BY PERPETRATOR</p>
<p></p>	<p><u>Duty To Report</u></p>
<p>23 Pa. C.S.A. Sec. 6311, 6313</p>	<p>School employees who in the course of their employment come into contact with children shall report or cause a report to be made when they have reasonable cause to suspect, on the basis of their medical, professional, or other training and experience, that a child coming before them in their professional or official capacity is an abused child. The child does not have to “come before” the mandated reporter if the person has sufficient information about the child that creates a reasonable cause to suspect that the child is a victim of abuse.</p>
<p>23 Pa. C.S.A. Sec. 6311 42 Pa. C.S.A. Sec. 5945</p>	<p>Privileged communication between any professional person required to report and the patient or client of that person shall not apply to situations involving child abuse and shall not constitute grounds for failure to report.</p>
<p>23 Pa. C.S.A. Sec. 6311</p>	<p>School employees required to report suspected child abuse shall include but are not limited to school administrator, school teacher, and/or school nurse.</p>

<p>23 Pa. C.S.A. Sec. 6318</p>	<p>Any person required to report child abuse who, in good faith, makes or causes the report to be made shall have immunity from civil and criminal liability related to those actions.</p>
<p>23 Pa. C.S.A. Sec. 6319</p>	<p>A school employee or official required to report suspected child abuse or make a referral to the appropriate authorities who willfully fails to do so commits a misdemeanor of the third degree for the first violation and a misdemeanor of the second degree for a second or subsequent violation.</p> <p>A mandated reporter must report suspicions of child abuse regardless of whether the alleged perpetrator of abuse falls under the definition of perpetrator as defined by the Child Protective Services Law. It will be the duty of the Child Protection Agency to contact the district attorney or other law enforcement officials.</p>
	<p><u>Reporting Procedures</u></p>
	<p>School employees who suspect child abuse shall immediately notify the school principal. The principal in consultation with other school personnel will determine who will report the abuse. In the absence of the principal, the school employee will report the suspected abuse.</p>
<p>23 Pa. C.S.A. Sec. 6313</p>	<p>Reports of child abuse shall immediately be made by telephone and in writing on the required form within forty-eight (48) hours after the oral report. Oral reports shall be made to the Department of Public Welfare and may be made to the appropriate county agency.</p>
	<p><u>Investigation</u></p>
<p>23 Pa. C.S.A. Sec. 6346</p>	<p>School officials shall cooperate with the Department of Public Welfare or the county agency investigating a report of suspected child abuse, including permitting those authorized personnel to interview the child while s/he is in attendance at school.</p>
<p>23 Pa. C.S.A. Sec. 6314</p>	<p>The school official required to report cases of suspected child abuse may take or cause to be taken photographs of the child who is subject to a report and, if clinically indicated, cause to be performed a radiological examination and other medical tests on the child.</p>

STUDENT ABUSE BY SCHOOL EMPLOYEE	
	<u>Duty To Report</u>
23 Pa. C.S.A. Sec. 6352	A school employee shall immediately contact the principal when the school employee has reasonable cause to suspect, on the basis of his/her professional or other training and experience, that a student coming before the school employee in the employee's professional or official capacity is a victim of serious bodily injury or sexual abuse or sexual exploitation by a school employee.
23 Pa. C.S.A. Sec. 6362	If the accused school employee is the principal, the school employee shall immediately report to law enforcement officials and the district attorney.
23 Pa. C.S.A. Sec. 6353	The principal who receives a report from a school employee or who has independent cause to suspect injury or abuse shall immediately report to law enforcement officials and the appropriate district attorney. The principal shall exercise no discretion but has an absolute duty to report when s/he receives notice from a school employee.
23 Pa. C.S.A. Sec. 6352, 6353	A school employee or principal who refers a student abuse report shall be immune from civil and criminal liability arising out of the report.
23 Pa. C.S.A. Sec. 6352	A school employee who willfully fails to report suspected student abuse or who willfully violates the confidentiality of such a report commits a summary offense. A school employee who, after being sentenced for such violation, does so again, commits a misdemeanor of the third degree.
23 Pa. C.S.A. Sec. 6353	An administrator who willfully fails to report immediately to law enforcement officials and the appropriate district attorney any report of serious bodily injury or sexual abuse or sexual exploitation alleged to have been committed by a school employee against a student commits a misdemeanor of the third degree.
	<u>Reporting Procedures</u>
23 Pa. C.S.A. Sec. 6353	The principal's report to law enforcement officials and district attorney shall include: name, age, address, and school of the student; name and address of the student's parent/guardian; name and address of the principal; name, work, and home address of the school employee; nature of the alleged offense; and any specific comments or observations that are directly related to the alleged incident and the individuals involved.
23 Pa. C.S.A.	The school employee making a report of student abuse or injury by another

<p>Sec. 6352</p>	<p>employee shall not reveal the existence or content of the report to any person other than those to whom reporting is required under this policy.</p>
<p>23 Pa. C.S.A. Sec. 6353.1</p>	<p><u>Investigation</u></p> <p>Upon receipt of a report of suspected student abuse, an investigation shall be conducted by law enforcement officials, in cooperation with the district attorney.</p>
<p>23 Pa. C.S.A. Sec. 6353.1</p>	<p>If law enforcement officials have reasonable cause to suspect, on the basis of initial review, that there is evidence of serious bodily injury, sexual abuse or sexual exploitation committed by a school employee against a student, the officials shall notify the county agency in the county where the alleged abuse or injury occurred for the purpose of the agency conducting an investigation.</p>
<p>23 Pa. C.S.A. Sec. 6346</p>	<p>School officials shall cooperate with the Department of Public Welfare or the county agency investigating a report of suspected student abuse, including permitting those authorized personnel to interview a student while s/he is in attendance at school.</p>
<p>23 Pa. C.S.A. Sec. 6353.1</p>	<p>Law enforcement officials and the county agency shall coordinate their respective investigations. They shall conduct joint interviews with students, but law enforcement officials shall interview school employees prior to the county agency.</p> <p>The principal has an independent duty to report to the Superintendent or designee that an employee has allegedly abused or otherwise victimized a student. The requirement not to divulge the existence of the report or its content shall not limit the principal's responsibility to use the information s/he received to initiate and conduct an independent school investigation into the allegations. The independent school investigation shall be conducted in cooperation with the county agency and law enforcement officials, and shall be for the purpose of ascertaining appropriate employee discipline and taking action necessary to curtail wrongdoing.</p>
<p>SC 1205.6 Pol. 333, 818</p>	<p><u>Training</u></p> <p>The school district, and independent contractors of the school district, shall provide their employees who have direct contact with children and mandatory training on child abuse recognition and reporting. The training shall include, but not be limited to, the following topics:</p> <ol style="list-style-type: none"> 1. Recognition of the signs of abuse and sexual misconduct and reporting requirements for suspected abuse and sexual misconduct.

24 P.S.
Sec. 2070.1a
et seq

2. Provisions of the Professional Educator Discipline Act, including mandatory reporting requirements.
3. District policy related to reporting of suspected abuse and sexual misconduct.
4. Maintenance of professional and appropriate relationships with students.

Employees are required to complete a minimum of three (3) hours of training every five (5) years.

CLEARANCE STATEMENT/EMPLOYMENT

23 Pa. C.S.A.
Sec. 6301 et seq
Pol. 302, 303,
404, 405,
406, 504,
504.1, 505

In accordance with Board policy, the Superintendent shall require each applicant for employment, including each covered employee being transferred, to submit an official clearance statement issued within the preceding year by the Department of Public Welfare, except for those exempted by law.

No applicant may be hired who is named as the perpetrator in a founded report or is named as an individual responsible for injury or abuse in a founded report for school employee. The school district has discretion whether to hire someone who has been named on an indicated report.

References:

Child Abuse Recognition and Reporting Training 24 P.S. Sec. 1205.6

Professional Educator Discipline Act—24 P.S. Sec. 2070.1a et.seq.

Endangering Welfare of Children – 18 Pa. C.S.A. Sec. 4304

Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.

Confidential Communications to School Personnel – 42 Pa. C.S.A. Sec. 5945

PA Statutes, Title 42, Judiciary and Judicial Procedure – 42 Pa. C.S.A.
Sec. 9795.1, 9795.4, 9798.1

Board Policy – 302, 303, 404, 405, 406, 504, 504.1, 505, **333, 818**

**CENTRAL BUCKS SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING**

March 12, 2013

FOR ACTION: Personnel Items

The following pages include resignations, retirements, a temporary position eliminated, and unpaid leaves of absence; appointment of support staff, long-term substitute teachers, and community school staff.

RECOMMENDATION:

The administration is recommending that the Board approve resignations, retirements, a temporary position eliminated, and unpaid leaves of absence; appointment of support staff, long-term substitute teachers, and community school staff as presented.

RESIGNATIONS

Name: Meaghan McCafferty
Position: Duty Assistant – Tohickon Middle School
Effective: March 15, 2013

RETIREMENTS

Name: Barbara Barber
Position: Mathematics teacher – Unami Middle School
Effective: June 25, 2013

Name: Debra Bryan
Position: Mathematics teacher – Unami Middle School
Effective: June 25, 2013

Name: H. Nicholas Chubb
Position: Principal – Lenape Middle School
Effective: June 28, 2013

Name: Barbara Crouthamel
Position: Special Education Assistant – Tamanend Middle School
Effective: June 19, 2013

Name: Louis Freyer
Position: Elementary School Counselor – Warwick Elementary School
Effective: June 30, 2013

Name: Marian Halstead
Position: Special Education Assistant – Del Val College
Effective: June 19, 2013

Name: Karen Matlack
Position: Elementary teacher – Pine Run Elementary School
Effective: June 30, 2013

TEMPORARY POSITION ELIMINATED

Name: Jessica Rosen
Position: Personal Care Assistant – Central Bucks High School – West
Effective: February 22, 2013

UNPAID LEAVES OF ABSENCE

Christine Clayton Elementary teacher – Pine Run Elementary School
June 3, 2013 – January 26, 2014

Nicole Sherman Elementary teacher – Mill Creek Elementary School
May 17, 2013 – August 2013

Alison Stone Biology teacher – Central Bucks High School – West
May 20, 2013 – January 24, 2014

APPOINTMENTS

Name: Patricia Seitz
Position: General Secretary – Administrative Services Center
\$13.60 per hour
Effective: February 25, 2013
Reason: Employee Leave

Name: Melanie Sullivan
Position: Confidential Executive Assistant – Public Relations – Administrative Services Ctr
\$29,000
Effective: March 13, 2013
Reason: Employee Retirement

Name: Mary Taloricco
Position: Special Education Assistant – Bridge Valley Elementary School
\$13.60 per hour
Effective: February 15, 2013
Reason: Employee Resignation

Name: Tracy VanHouten
Position: General Secretary – Administrative Services Center
\$13.60 per hour
Effective: February 20, 2013
Reason: Employee Leave

LONG-TERM SUBSTITUTE TEACHERS

Name: Shainey Riley
Position: Health/PE teacher – Linden and Warwick Elementary Schools
\$31,235 per annum (B+0 credits, Step 1)
Effective: November 12, 2013 – June 10, 2013

COMMUNITY SCHOOL

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Rate</u>
Brandy Cooley	Club Lacrosse/Head Coach	Unami	\$23.00
Haley Froshour	Club Lacrosse/Head Coach	Tohickon	\$23.00
Kelli McMahon	Club Lacrosse/Head Coach	Tohickon	\$23.00

**CENTRAL BUCKS SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING**

March 12, 2013

FOR ACTION: Student Trips

The CB South Boys Baseball team is planning to travel to Gretna Glen, Lebanon, PA on March 15 – 16, 2013. The team will be participating in team building activities. Two coaches and fifteen varsity players will travel to Lebanon, PA. The cost of the trip will be \$85 per player.

The CB East Scholar's Bowl team is planning to travel to Alexandria, VA and Washington, D.C. on May 31 – June 2, 2013. The team has qualified to participate in the National Championship Scholar's Bowl. The students will miss one day of school. Two teachers and eight students plan to travel to Alexandria, VA and Washington, D.C. The cost of the trip will be \$250 per student. Fund raising opportunities will be available to help defray costs.

RECOMMENDATION:

The administration is recommending that the Board approve the CB South Boys Baseball team trip to Gretna Glen, Lebanon, PA on March 15 - 16, 2013 and the CB East Scholar's Bowl team trip to Alexandria, VA and Washington, D.C. on May 31 – June 2, 2013 as presented.




CENTRAL BUCKS SCHOOL DISTRICT

LEADING THE WAY

The Central Bucks Schools will provide all students with the academic and problem-solving skills essential for personal development, responsible citizenship, and life-long learning.

MEMO

TO: Dr. Silvious
FROM: Scott Davidhelser 
DATE: March 7, 2013
RE: South Boys Baseball Trip—March 15-16, 2013

Approval is recommended for the Central Bucks High School South Boys Baseball team to take a trip to Gretna Glen in Lebanon, PA. The team will travel by Central Bucks School District busses. They will leave Friday, March 15, 2013 at 6:30 p.m. and return Saturday, March 16, 2013 at around 6:30 p.m.

Fifteen Varsity players and two coaches will be attending the trip. The team will be participating in team building activities. The cost of the trip is \$85.00 per player which includes their lodging, activities and food. The parents will be paying for their player.

Please let us know as soon as Board approval is given.



CENTRAL BUCKS SCHOOL DISTRICT
FIELD TRIP REQUEST —Board of School Directors Permission
 For Major Metropolitan Areas (New York City, Washington, D.C.)

DATE of REQUEST 3/1/2013

PERMISSION IS REQUESTED TO FACILITATE A FIELD TRIP TO

DESTINATION(S) Alexandria, VA and Washington, DC

ADDRESS(ES) 400 Courthouse Square, Alexandria, VA

DATE(S) May 31 → June 2

NAME OF SCHOOL CB East

SCHOOL GROUP (Band, Debate, Sports Team, etc.) Scholar's Bowl Team

NAME OF SCHOOL GROUP SPONSOR Andrew Baur SPONSOR SIGNATURE [Signature]

NUMBER OF STUDENTS IN GROUP 8 NUMBER OF STUDENTS PARTICIPATING IN TRIP 8

COST TO EACH STUDENT \$250 PROVISION FOR THOSE UNABLE TO PAY fundraising

MEANS OF FUNDING TRIP student fees

NUMBER OF TEACHERS 2 NUMBER OF PARENTS _____ = TOTAL NUMBER CHAPERONES 2

PARENT PERMISSION SLIPS FOR PARTICIPATING STUDENTS MUST BE ON FILE IN THE OFFICE OF THE PRINCIPAL PRIOR TO THE FIELD TRIP.

EDUCATIONAL PURPOSE FOR TRIP (Include objective, invitation, if applicable):

qualified to participate in National Academic Competition

PLEASE ATTACH A DETAILED ITINERARY.

TRANSPORTATION **Bus Company _____

Airline (Name of Carrier) _____

Other (Specify) School van driven by teacher

**Approved Private School Bus and Chartered Bus vendor verified by the Central Bucks Transportation Department.

PRINCIPAL SIGNATURE [Signature] SCHOOL EAST
 DATE 3/1/13

BOARD PRESIDENT SIGNATURE _____ APPROVAL DATE _____

**CENTRAL BUCKS SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING**

March 12, 2013

FOR ACTION: Tuition Student

A request has been made for James Rubolino, a current 9th grade student at Tohickon Middle School, to remain in the Central Bucks School District as a tuition student for the 2012-2013 school year effective February 13, 2013. Parents are aware of the tuition costs and that tuition status is given on a year to year basis. They have agreed to pay tuition monthly.

RECOMMENDATION:

The administration is recommending that the Board approve this student to remain at Tohickon Middle School for the 2012-2013 school year as a tuition student as presented.

**CENTRAL BUCKS SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING**

March 12, 2013

FOR ACTION: Staff Workshops

The following staff workshops are for approval:

<u>Name</u>	<u>Area</u>	<u>Dates</u>	<u>Workshop Name</u>	<u>Location</u>	<u>Gen Fund</u>	<u>Grants</u>	<u>Total</u>
Austin, Bonnie	Professional	3/8/13	School Based SLP	BCIU	150		
Mueller, Patricia	Administrator	3/8/13	School Based SLP	BCIU	150		
Ohr, Joseph	Professional	3/13-3/16/13	Am Choral Dir Conf	Dallas, TX		569	
Totals this meeting					300	569	869
Year to date from last meeting					1,926	9,744	11,670
Totals year to date			General fund budget 54,900		2,226	10,313	12,539

RECOMMENDATION:

The administration is recommending that the Board approve the above staff to attend the workshops as presented.

**CENTRAL BUCKS SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING**

March 12, 2013

FOR INFORMATION: Sabbatical Leave of Absence

Erin Camburn, a Special education teacher at Doyle Elementary School, meets the requirements for Sabbatical Leave under the provisions of the School Code. This leave will be effective for the 2013-2014 school year.

**CENTRAL BUCKS SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING**

March 12, 2013

SCHOOL BOARD CALENDAR

March 2013	State of the District
April 2013	Adoption of 2013-14 Proposed Final Budget Google Science Fair
May 2013	Adoption of 2013-14 Final Budget Hearing Impaired Program Certification of Taxes
June 2013	Graduation Day: Last Day of School Schedule will be listed April 1
July 2013	Review Superintendent Performance
August 2013	Summer School Report Opening Day for Staff – August 26, 2013
September 2013	Summer Maintenance and Construction Report
October 2013	Enrollment Report PSSA Results Report
November 2013	SAT/ACT/AP Report
December 2013	Board Reorganization Meeting Presentation of 2014-15 Proposed Preliminary Budget
January, 2014	Board Member Recognition Adoption of 2014-15 Preliminary Budget Adoption of 2014-15 School Calendar
February, 2014	BCIU #22 Programs and Services Budget
March, 2014	Semi-Annual Rating Temporary Professional Employees State of the District
April, 2014	Adoption of 2014-15 Proposed Final Budget
May, 2014	Adoption of 2014-15 Proposed Final Budget Certification of Taxes