



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.

AGENDA

SCHOOL BOARD REORGANIZATION MEETING & REGULAR BOARD MEETING

December 2, 2013

7:00 p.m.

<p>Executive Session 6:00 p.m.</p>
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- I. Call to Order/Pledge of Allegiance/Roll Call
- II. Swearing in of Board Members by The Honorable Jeffrey L. Finley
 - Stephen A. Corr
 - Paul B. Faulkner
 - John H. Gamble
 - Jerel P. Wohl
- III. Election of Temporary President
- IV. Election of President
- V. Election of Vice President
- VI. Approval of School Board Meeting Minutes - November 12, 2013 Pages 1-21
- VII. Public Comment
The public is invited to address the Board at this time. Please sign in on the form provided at the microphone. Speakers will be taken in order of sign in. Each speaker is limited to 3 minutes.
- VIII. Superintendent's Report • 2014-2015 Proposed Preliminary Budget
- IX. School Board Reports Pages 22-38
 - A. Curriculum Committee
 - B. Finance Committee
 - C. Human Resources Committee
 - D. Operations Committee
 - E. I.U. Board
 - F. Middle Bucks Institute of Technology

This meeting is being recorded by the Central Bucks School District

X. Recommendations for Action

- A. Approval to Post the Proposed Preliminary 2014-2015 Budget for Public Inspection** Pages 39-40
- B. Approval of contract to Security & Data Technologies to purchase 210 replacement security cameras in the amount of \$205,274. This purchase is available on State Contract #4400010526.** Pages 41-43
- C. Approval of contract to Security & Data Technologies for the installation of 210 replacement cameras. The installation will be completed Time & Material – Not To Exceed \$90,707. This purchase is available on State Contract #4400010526.** Pages 44-45
- D. Approval of contract to IBM for (6) new servers in the amount of \$40,176.60. This purchase is available on State Contract #4400008767.** Page 46
- E. Approval of contract to IBM to provide and install a replacement Storage Area Network (SAN) for the District's security system in the amount of \$109,107.80. This purchase is available on State Contract #4400008774.** Page 47
- F. Approval of contract to DVL Liebert to provide an additional UPS (Uninterruptible Power Supply) for the district Network Operations Center in the amount of \$49,925.52. This purchase is available on the PEPPM agreement.** Pages 48-50
- G. School Board Policies for First Reading** Pages 51-59
 #122 – Extracurricular, Cocurricular Activities and Athletics
 #832 – Email Retention
- H. Adoption of 2014 School Board Calendar** Pages 60-61
- I. Personnel Items** Pages 62-69
1. Resignations
 2. Position Eliminated
 3. Unpaid Leaves of Absence
 4. Appointments
 5. Long-Term Substitute Teachers
 6. Long-Term Per Diem Substitute Teachers
 7. Community School Staff
 8. Classification Changes
 9. EDR Changes
- J. Student Items** Pages 70-77
1. Adoption of Courses of Study
 2. Approval of CB West Madrigal Choir to travel to Washington D.C. Dates are December 14, 2013.
- K. Staff Conferences/Workshops** Page 78

XI. Adjournment

Upcoming Meetings:

January 14, 2014

January 28, 2014

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

November 12, 2013

The Central Bucks Board of School Directors held its meeting on Tuesday, November 12, 2013 in the Board Room of the Educational Services Center with President Stephen Corr presiding. The meeting was called to order by President Corr at 7:33 p.m., followed by the Pledge of Allegiance.

BOARD MEMBERS PRESENT

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

ADMINISTRATORS PRESENT

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

APPROVAL OF MINUTES

Motion by James Duffy, supported by John Gamble, to approve the minutes of the October 22, 2013 school board meeting.

Motion Approved 9-0.

PUBLIC COMMENT

Mr. Corr read a prepared statement, at the request of the Board, explaining that the Human Resources Department received an employee request for the district to provide insurance benefits to the employee's same-sex spouse. The district denied the request because the insurance plan the employee was enrolled in the spouse did not meet the definition of "dependent". At the October 9, 2013 Human Resources Committee the administration informed the committee of the decision that was made. The issue was not before the committee to act on, therefore no decision was made by the committee. Administration informed the Board that they anticipated a grievance to be filed by the employee. That grievance has been filed but requested by the employee that it bypass the Board and go directly to arbitration. The matter will be discussed at the November 13, 2013 Human Resources Committee meeting. The Board will not have any further comment on this issue until authorized by the school solicitor.

David Hall, Anthony Liaen, David Conn, Kristin Henderson, Von Scully, Michele Haddon, Marlene Pray, Sophie Edenson, Emelia Flynn, Don Berk, Nicole Pearson and Matt Kelly commented that the district should offer health insurance benefits to legally married same-sex partners.

Mr. Corr announced that the Board met in Executive Session before this meeting to discuss the Assistant Superintendent for Elementary Education position.

SUPERINTENDENT'S REPORT

Dr. Weitzel, on behalf of the Pennsylvania School Boards Association (PSBA), presented Certificates of Appreciation to Stephen Corr for his eight years of service and to Paul Faulkner for his twelve years of service.

Student Achievement Report 2013: Part Two

Dr. Nancy Silvius, Assistant Superintendent for Secondary Education, presented the most recent SAT/ACT scores, AP enrollment trends and the success rate of the AP courses for 2013 graduates, and results from the Senior Plans Survey Class of 2013. The average CB student SAT total score for Critical Reading, Math, and Writing was 1647, in PA it was 1480 and nationally the combined total SAT score was 1498. The number of students taking the SAT nationally has declined slightly. Some top intended college majors for CB graduates are the Health Professions and Clinical Services, Business and Commerce, Education, and Engineering. The ACT measures college readiness from classroom learning and the SAT measures general college-readiness skills. The composite score for CB students was 24.3, in PA it was 22.7 and nationally it was 20.9. The number of CB students taking the SAT was 1416 and the number of CB students taking the ACT was 396. Central Bucks offers 19 AP courses out of a total of 34 possible courses. A total of 2,578 exams were taken by 1,423 10th – 12th grade CB students. The Senior Plans Survey results showed that 92% of students were furthering their education and training (77.4% were entering a four-year college, 13.5% were entering a two-year/community college, and 1.1% were entering a technical/career school), 3% were seeking employment, 1% were entering the military service and 4% had other plans. Colleges attended, types of programs pursued, and class profiles were also discussed. Dr. Silvius pointed out that the class of 2014 will be the largest class ever in CB history.

SCHOOL BOARD REPORTS

The Finance Committee and IU Board minutes were noted and are Attachment A for informational purposes.

TREASURER'S REPORT AND SUMMARY OF FUND DISBURSEMENTS

Motion by John Gamble, supported by Jerel Wohl, to approve the Treasurer's Report and Summary of Fund Disbursements for the month of October 2013.

General Fund	\$17,275,283.19
Capital Fund (net voids)	2,278,799.11
Food Service	<u>26,771.91</u>
TOTAL ALL FUNDS	\$19,580,854.21

Motion Approved 8-0-1. (Geryl McMullin)

RATIFICATION OF INVESTMENTS

Motion by John Gamble, supported by Joseph Jagelka, to approve the Ratification of Investments for the month of October 2013.

Category	Purchase Date	General Fund			Yield	Bank Name
		Principal	Maturity Date	Rate		
MBS	10/18/2013	\$245,000.00	10/17/2014	0.50%	\$1,221.64	State Bank India New York, NY
MBS	10/18/2013	\$245,000.00	10/17/2014	0.35%	\$855.15	Bank Barada New York, NY
MBS	10/31/2013	\$245,000.00	10/29/2014	0.40%	\$974.63	Bank India New York, NY
TOTALS		\$735,000.00			\$3,051.42	

Motion Approved 9-0.

PERSONNEL ITEMS

Motion by Paul Faulkner, supported by Kelly Unger, 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, homebound instructors, per diem substitute custodians, and substitute bus drivers.

RESIGNATIONS

Name: Stephen Greenlee
Position: Personal Care Assistant – Tohickon Middle School
Effective: November 8, 2013

Name: Michael Guido
Position: Special Education Assistant – Kutz Elementary School
Effective: November 12, 2013

Name: Hope Lockhart
Position: Special Education Assistant – Holicong Middle School
Effective: November 20, 2013

Name: Patricia Marino
Position: Special Education Assistant – Central Bucks High School – West
Effective: November 8, 2013

Name: Devon Punchello
Position: Personal Care Assistant – Tamanend Middle School
Effective: November 12, 2013

Name: Ashley Thomas
Position: Special Education Assistant – Tamanend Middle School
Effective: November 15, 2013

Name: Stephanie Zisa
Position: Social Studies teacher – Central Bucks High School – South
Effective: October 28, 2013

RETIREMENTS

Name: Sharon Chittick
Position: Biology teacher – Central Bucks High School – South
Effective: February 7, 2014

Name: Anne Webb
Position: Elementary teacher – Linden Elementary School
Effective: December 31, 2013

UNPAID LEAVES OF ABSENCE

Kelley Dougherty Elementary teacher – Warwick Elementary School
January 27, 2014 – August 2014

Dorina Passio ESL teacher – Mill Creek Elementary School
February 1, 2014 – August 2014

Stacylynn Ziska Educational Assistant – Bridge Valley Elementary School
February 6, 2014 – May 2, 2014

APPOINTMENTS

Name: Laura McCrory
Position: Personal Care Assistant – Butler Elementary School
\$12.02 per hour
Effective: October 16, 2013

LONG-TERM SUBSTITUTE TEACHERS

Name: Lauren Duffy
Assignment: Mathematics teacher – Tamanend Middle School
\$38,025 per annum (B+0 credits, Step 1)
Effective: September 24, 2013 until the end of the 2013-2014 school year

LONG-TERM PER DIEM SUBSTITUTE TEACHERS

Name: Rachel Beck
Position: Social Studies teacher – Central Bucks High School – South
\$17.50 per hour (10/28/13 – 10/31/13)
\$19.75 per hour (11/1/13 through end of assignment)
Effective: October 28, 2013

Name: Rebecca Douglass
Position: Social Studies teacher – Tamanend Middle School
\$17.50 per hour (10/29/13 – 10/31/13)
\$19.75 per hour (11/1/13 – 11/22/13)
Effective: October 29, 2013 – November 22, 2013

Name: Carol Frederick
Position: Special Education teacher – Buckingham Elementary School
\$19.75 per hour
Effective: January 2, 2014

Name: Stephen Lee
 Position: Chemistry teacher – Central Bucks High School – East
 \$17.50 per hour (10/31/13)
 \$19.75 per hour (11/1/13 – through end of assignment)
 Effective: October 31, 2013

Name: Karly Seiz
 Position: Elementary teacher – Groveland Elementary School
 \$17.50 per hour (10/24/13 – 10/31/13)
 \$19.75 per hour (11/1/13 through end of assignment)
 Effective: October 24, 2013

Name: Paula Vogel
 Position: World Language teacher – Central Bucks High School – South
 \$17.50 per hour (10/28/13 – 10/31/13)
 \$19.75 per hour (11/1/13 – 12/20/13)
 Effective: October 28, 2013 – December 20, 2013

CLASSIFICATION CHANGES

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Kenneth Buckner	Custodian Tohickon \$18.17 Per Hour	Head Custodian Unami \$21.97 Per Hour	11/4/2013

COMMUNITY SCHOOL STAFF

<u>Name</u>	<u>Position</u>	<u>Rate/Hour</u>
Shelly Bik-Earley	Before/After School Instructor	\$17.30/hour
Regina Congdon	Before/After School Educational Assistant	\$13.74/hour
Austin Loving	Swim Coach	\$ 8.40/hour

PER DIEM SUBSTITUTE TEACHERS

Lynn Ashton	Caitlyn Connolly	Marisa Korman	Kelly Peterson
Michael Barash	James Cook	Nisha Kulak	David Pinsky
Nicole Barker	Jenna Cowher	Neena Kumar	Theodore Prajzner
Bennett Barlyn	Dawn Denisi Greco	Margaret Lewis	Sarah Preston
Leah Beck	Malory Dobson	Gayle Lizerbram	Ryan Rambo
Beth Bedard	Amanda Ebinger	Jennifer Logan	Michael Santangelo
Timothy Bodman	Stacey Ehly	Courtney McCaw	Lori Schleinkofer
Jacklyn Boeshore	Holly Frabizio	Karen McElwee	Chelsea Setzer
Joanna Boland	Shane Gebert	Kristin McMullen	Kristen Smith
Melissa Breen	David Goochee	Andrew Meehan	Sean Snyder
Allison Cardona	Robert Goodman	Ami Mendola	Barbra Villalba
Maria Careghini	Howard Gottlieb	Lydia Myra	Ryan Weidman
Jennifer Carnahan	Colette Hennessy	Laura Niland	Jeffrey Winokur
Paul Choi	Katie Hubbard	Lindsay Palm	
Leann Collins	Ashley Keller	Victoria Perez	

HOMEBOUND INSTRUCTORS

Elizabeth Agger	Malory Dobson	Kristin Mangan	Cassandra Pugmire
Nicole Barker	Mary Durkosh	Laura McCrory	Nicole Quigley
Leah Beck	Stacey Ehly	Andrew Meehan	Ryan Rambo
Keith Bellomo	Holly Frabizio	Krista Milewski	Lori Schwarz
Krista Bodkin	David Goochee	Rachel Moller	Anastasia Serafimov
Melissa Breen	Robert Goodman	Katelyn Mullen	Joylynn Shore
Allison Cardona	Roseann Hertkorn	Laura Niland	Kristen Smith
Maria Careghini	Ashley Keller	Amy Noce	Sean Snyder
Caitlyn Connolly	Caitlin Kelly	Victoria Perez	Amy Stafford
Gerald Courtney	Kelly Kuhn	David Pinsky	Elisabeth Tyler
Dawn Denisi Greco	Nisha Kulak	Theodore Prajzner	Barbra Villalba

PER DIEM SUBSTITUTE CUSTODIANS AND SUBSTITUTE BUS DRIVERS

Substitute Custodian: Charles Covington

Substitute Bus Driver: Nelson Torres

Motion Approved 9-0.

STUDENT ITEMS

Motion by Kelly Unger, supported by John Gamble, to approve the following student trips:

- CB West Spanish 5 classes to travel to New York on December 10, 2013
- CB West Chamber Choir to travel to New York on December 13, 2013
- CB West Chamber Choir to travel to Washington, D.C. on December 21, 2013
- CB East Girls Winter Track team to travel to New York on December 27, 2013 and January 4, 2014
- CB East Girls Winter Track team to travel to State College, PA on January 24-25, 2014
- CB West Cheerleaders to travel to Ocean City, Maryland on February 21-23, 2014
- Tohickon Middle School 9th grade class to travel to Washington, D.C. on April 2, 2014
- Unami Middle School 9th grade class to travel to New York on April 10, 2014
- Unami Middle School 8th grade Orion team to travel to Washington, D.C. on April 16, 2014

Motion Approved 9-0.

STAFF CONFERENCES/WORKSHOPS

Motion by John Gamble, supported by Joseph Jagelka, to approve the following staff to attend the listed conferences/workshops:

Denise Brechter	11/14/13	ELL's in Special Education	King of Prussia	\$100
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The above conference is being paid by federal grant money.

Motion Approved 9-0.

REPORTS AND INFORMATION

The Student Quarterly Reports ending September 30, 2013 were included as information items to the Board.

There being no further business before the Board, motion by Kelly Unger, supported by John Gamble, to adjourn at 8:36 p.m.

Motion Approved 9-0.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sharon L. Reiner". The signature is written in black ink and is positioned above the printed name.

Sharon L. Reiner
Board Secretary

CENTRAL BUCKS SCHOOL DISTRICT
Finance Committee Minutes
October 16, 2013

Committee Members Present

Jerel Wohl, Chairperson
Paul Faulkner, Member
Tyler Tomlinson, Member

Other Board Members and Administrators Present

Steve Corr
Joe Jagelka
Geri McMullin
Kelly Unger

Dave Matyas, Business Administrator
Susan Vincent, Director of Finance

Dr. Dave Weitzel, Superintendent
Scott Kennedy, Director of Operations
Ken Rodemer, Assistant Director of Operations

Committee Members Absent

Jim Duffy, Member

The Finance Committee meeting was called to order at 8:05 p.m. by Jerel Wohl, Chairperson

PUBLIC COMMENT

Five members of the public were present. They commented on policy 616 and posting of the audit on the district website.

APPROVAL OF MINUTES

The September 18, 2013 Finance Committee meeting minutes were accepted as presented.

INFORMATION/ DISCUSSION/ACTION ITEMS

Discussion of Long Term Financial Goals – The committee discussed financial goals for the district. Committee members weighed in on the merits of each goal, through discussion added more goals, and consolidated similar goals to create a draft listing. The goals are not listed in any particular order. The goals discussed were:

- Evaluate Funding Needed to Improve Academics and Educational Initiatives
- Maintain facilities Without New Debt
- Meet Future PSERS Obligations Without Maximum Tax Increases
- Explore Paying Off More Debt to Reduce the Financial Impact of the Projected PSERS Retirement Expense Increase
- Maintain the General Fund Balance at 5% of Budget
- Budget Planning for Teacher Negotiations
- Continue to Evaluate Security and Improve Where Possible
- Plan for the Affordable Care Act
- Minimize Real Estate Tax Increases
- Explore Implementing Full Day Kindergarten
- Increase the Number of Student Instructional Days
- Explore Alternate Revenue Streams (grants cyber charter schools, etc.)
- Explore Implementing More Vocational Programs in Our High Schools

The committee will continue discussion of these items in the future as they potentially can have a long term impact on the budget.

Review of the Walking Zone for St Jude School – Sidewalks are now installed for some housing developments within 1.5 miles of the school. The district transportation department has reviewed the areas and found them to be safe for walking. Some of the streets impacted by an expanded walking area are Sullivan, Heath Court, and Sutfield Court. The committee asked a question about students crossing route 202. A crossing guard is present on Route 202 to help make a safe transition onto the school property. Other students are currently walking and crossing route 202 with the help of the crossing guard. The committee recommended this area be designated as a walking zone starting with the 2014-15 school year. It also recommended the transportation department provide notice to parents in the near future to give them time to plan car pools or groups of walking partners.

Review of Policies – Policy 616 provides guidance on the payment of bills. A recommended addition to the policy is for purchases by the superintendent to be approved by the Board President and Vice President since there are no additional layers of higher authority within the school district organization chart.

The committee reviewed the policy at length discussing whether the President and Vice President should provide an initial review of the proposed expenditures then have the Board act on them at a meeting. There were concerns that calling attention to the superintendents position in this policy may dissuade future superintendent candidates from applying for the position. But, consensus was that the review is common in general business practice and audit review procedures and the superintendent position needed to be singled out for special consideration since only the Board has a higher position of authority.

Discussion also took place on checks and balances in place within the district. With more modernized software, purchase requisitions are now mostly electronic and review and approval moves along pre assigned paths depending on the initiator of the requisition. The process ends in the purchasing department for final review to help determine appropriate vendors, quotation limits and bid limit thresholds. The Accounting department also looks at purchases to make sure they will be paid from the proper departmental expense account.

Discussion also took place as to whether the Board should ratify bills for payment or approve them. With reduced building activity in the district, checks have gone from being produced once per week to twice per month. With the reduction in frequency, it may be possible to move from a check ratification process to a check approval process. Timing issues would need to be worked out when there is only one school board meeting scheduled in a month.

The committee also discussed the possibility of providing more detailed information on the bills for payment report without adding a large amount of additional pages to the board agenda.

The committee recommended policy 616 be placed on the Board agenda for second reading. The committee recommends modifying the sentence on the superintendents expense review to: Expenses of the superintendent shall be reviewed and approved by the Board President and Vice President prior to ratification by the school board.

The committee agreed that the additional sentence will provide a quick fix to the existing review process and asked administration to look at modifying the policy in the future to address some of their concerns.

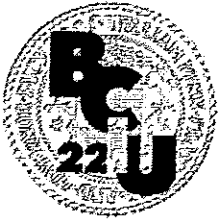
Budget Transfers – Final Budget Transfers to close out the 2012-13 fiscal year were reviewed. The committee recommended that they be placed on the school board agenda for consideration.

Budget Update – The Act 1 base index for the 2014-15 budget process is 2.1%. This means real estate taxes could be raised by 2.1% if needed. In addition, it is anticipated that the district would also qualify for an exemption from Act 1 limits in the expense for state retirement payments (which will go from approximately 17% of gross payroll to 21%) and special education costs. As per past practice, administration will likely present an initial budget in December that has an increase greater than 2.1%. If administration doesn't do this, PDE will not allow the district to use Act 1 exceptions. And, since we will not know until mid-February, via the governor's budget, if state subsidies will remain the same or if we will see a reduction we need to present a conservative budget at the start of the process.

ADJOURNMENT

The meeting adjourned at 9:20 p.m.

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



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, September 17, 2013 at 7:06 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 Denise Quinn's Autistic support class at Pearl Buck Elementary School in the Neshaminy School District

ROLL CALL

ATTENDANCE:

Members

Mr. Michael Hartline, President (Centennial)
Mrs. Patricia Sexton, Vice President (Council Rock)
Mrs. Pamela Strange (Bensalem Township)
Mr. Charles Groff (Bristol Borough)
Mr. Stephen Corr (Central Bucks)
Mr. John DeWilde (Morrisville)
Mrs. Susan Cummings (Neshaminy)
Mrs. Carol Clemens (Palisades)
Dr. Peter Yarnell (Pennridge)
Mr. Christopher Cridge (Pennsbury)
Mrs. Fern Strunk (Quakertown) *Telephone*

ABSENT:

Members

Mrs. Helen Cini (Bristol Township)
Mr. Kurt Zander (New Hope/Solebury)

OFFICERS:

Executive Director

Dr. Barry J. Galasso

Assistant Executive Director

Dr. Michael Masko

Treasurer

Mrs. Wendy L. Macauley

Secretary

Mrs. Elizabeth Bittenmaster

PRESENTATION: Dr. Galasso made a presentation on the 2013-2014 BCIU Initiatives.

SPECIAL EDUCATION MINI REPORT - Ms. Diane Paul, Ms. Beth Liddle and Ms. Karin King-Rigby provided the mini report and an overview on the Early Intervention Program.

PROGRAMS & SERVICES MINI REPORT - Dr. Mike Masko provided the mini report on the District Support Teams for 2013-2014 and Pennsylvania Teacher Effectiveness.

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

PUBLIC PARTICIPATION None

VOTING OF 2014 PSBA OFFICERS AND AT-LARGE REPRESENTATIVES

Voting for the 2014 PSBA Officers and At-Large Representatives took place by ballot. Mr. Hartline announced the results at the board meeting, which will be filed electronically with the PSBA by the Board Secretary.

Upon a motion by Mr. Christopher Cridge, seconded by Mr. Stephen Corr, and passed by unanimous voice vote by eleven (11) Board Members, the Board approved items 1 – 39 (excluding item 17).

APPROVAL OF MINUTES

Approved the July 16, 2013 Board Meeting minutes. (Refer to minutes in September 17, 2013 Board Agenda).

APPROVAL OF TREASURER'S REPORT

Approved the Treasurer's Report for the period of July 1, 2013 through August 31, 2013. (Refer to report in September 17, 2013 Board Agenda).

APPROVAL OF BILLS FOR PAYMENT

Approved the Bills for Payment for months of July 2013 and August 2013. (Refer to report in September 17, 2013 Board Agenda).

APPROVAL OF BUDGET REVISIONS

Approved the following Budget Revisions: 2012-2013 State Early Intervention/Medical Access Early Intervention in the amount of \$17,158,665 for the period of July 1, 2012 through June 30, 2013; and 2013-2014 Act 89 Nonpublic Schools in the amount of \$4,709,605 for the period of July 1, 2013 through June 30, 2014. (Refer to report in September 17, 2013 Board Agenda).

APPROVAL OF BUDGET

Approved the following 2013-2014 Budget: 2013-2014 PA Institute for Instructional Coaching (PIIC) Grant in the amount of \$36,500 for the period of July 1, 2013 through June 30, 2014. (Refer to report in September 17, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved the Agreement with Franklin Township, NJ School District for Professional Services from September 3 through 4, 2013 at a rate of \$500 per diem plus travel expenses. (Refer to Agreement in September 17, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved the 2013-2014 Special Education Contract with New Hope-Solebury School District for the period of July 1, 2013 through June 30, 2014 for the amount of \$582,142. (Refer to Agreement in September 17, 2013 Board Agenda).

APPROVAL OF AGREEMENTS

Approved the 2013-2014 Early Childhood Services Provider Agreements for the period of July 1, 2013 through June 30, 2014 for the amount of \$860,463. (Refer to Agreements in September 17, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved to enter into an additional three (3) year Lease Agreement with Ombudsman Educational Services, Ltd. to lease classroom space at Tawanka Learning Center, pending solicitor's approval, for the period of July 1, 2013 to August 31, 2016, for the revenue amount of \$60,554 for 2013-2014; \$61,160 for 2014-2015 and \$61,771 for 2015-2016. (Refer to Agreement in September 17, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved to Continue to lease space located in the Quakertown Plaza Shopping Center from Quakertown Holding Corporation for the period of August 1, 2013 through July 31, 2015 at the annual rental cost of \$18,000 for 2013-2014 and \$20,000 for 2014-2015. (Refer to Agreement in September 17, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved the Special Education Private Provider Contracts and Additional Services for the period of July 1, 2013 through June 30, 2014 for the amount of \$38,550. (Refer to Agreement in September 17, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved the Agreement with Sweet, Stevens, Katz & Williams for Special Education Legal Consulting Services for the period of July 1, 2013 through June 30, 2014 and year-to-year thereafter for the amount of \$12,000. (Refer to Agreement in September 17, 2013 Board Agenda).

APPROVAL OF CONTRACTS AND PURCHASES

Approved the following contracts and purchases for the month of August 2013 in the amount of \$180,069.12:

Vendor	Description	Budget	Amount
<u>Contracts</u>			
Chris Anderson	Presenter Fee for the Gifted Conference on November 20, 2013	Local In-Service	\$500.00
Colleen Anzio	Presenter Fee for Thirteen (13) Courses in Fall 2013. One Course @ \$1,600.00 and twelve (12) Courses @ \$2,400.00	Local In-Service	\$30,400.00
Michael Bielawski	Presenter Fee for Three (3) Courses in the Fall 2013 @ \$2,400.00 per Course	Local In-Service	\$7,200.00
Canon Financial Services	Lease One (1) Cannon Image Runner Advance C5235 Copier w/Uniflow per June 2011 Board Approved Pricing for 36 Months @ \$299.17 per Month	Technology Services	\$10,770.12
Suzanne Dailey	Presenter Fee Non Public Workshop on July 22, 2013 @ Plumstead Christian School	Federal Programs	\$350.00
Richard Gallagher	Presenter Fee for Eight (8) Courses in the Fall 2013 @ \$600.00 per Course	Local In-Service	\$4,800.00
Heinemann	Presenter Fee for Speaker Penny Kittle on October 22, 2014	Local In-Service	\$4,000.00
Bethany Hunter	Presenter Fee for Two (2) Courses on August 6 & 7, 2013 @ \$350.00 per Course	Federal Programs	\$700.00
Alice E. LaPier	Increase to Contract Amount	Professional Development	\$5,000.00
J. LoGuidice Associates	Increase to Contract Amount	Professional Development	\$10,000.00
MAP Educational Consultants, LLC	Presenter Fee for Workshop on August 13 & 14, 2013, "The Core 8"	Federal Programs	\$800.00
MAP Educational Consultants, LLC	Presenter Fee Math Practices & Standards @ Quakertown Christian School on August 20, 2013	Federal Programs	\$400.00
Gene Michael Productions, Inc	Annual Web Music Lease Agreement	Technology Services	\$200.00

Melissa H. Oyer	Internship Contract Salary with the School Psychology Program at Temple University for 2013/2014 School Year	Special Education	\$10,000.00
Gabrielle Sereni	Presenter Fee for the Gifted Conference on November 20, 2013	Local In-Service	\$400.00
Dr. Kim Sheinbaum	Presenter Fee for Three (3) Courses in the Fall 2013. Two Courses @ \$2,400.00 & One Course @ \$1,600.00	Local In-Service	\$6,400.00
Solution Tree	Presenter Fee for "Common Core Mathematics Instruction" on October 17 and November 19, 2013	Federal Programs	\$9,200.00
John Stein	Presenter Fee for Five (5) Courses in Fall 2013 @ \$2,400.00 per Course	Local In-Service	\$12,000.00
The College Board	Presenter Fee for 2013/2014 Title II Math and Science Collaborative on September 25, 2013	Federal Programs	\$5,000.00
Jeremy Wolf	Presenter Fee for Three (3) Courses in Fall 2013 @ \$2,400.00 per Course	Local In-Service	\$7,200.00
William Yerger	Presenter Fee for Three (3) Courses in Fall 2013. One Course @ \$800.00; One Course @ \$1,600.00 & One @ \$2,400.00	Local In-Service	\$4,800.00
		Sub-Total	<u>\$130,120.12</u>
Purchases			
Aaron Solutions Company	Computer Supplies & Toner for the 2013/2014 School Year	Technology Services	\$15,000.00
ePlus Technology of PA	UCS Server Upgrades	Technology Services	<u>\$34,949.00</u>
		Sub-Total:	<u>\$49,949.00</u>
		Grand Total:	<u>\$180,069.12</u>

APPROVAL OF BUCKS COUNTY COOPERATIVE PURCHASING GROUP BID

Approved the Bucks County Cooperative Purchasing Group Bid #13-012, Audiovisual & IMS Supplies for the period of July 1, 2013 through January 31, 2014 with some extension of prices through June 30, 2014 to the following recommended vendors:

Vendors recommended for award

Acco Brands USA, LLC/GBC	Camcor, Inc.	J. E. Foss Co., Inc.
Mid Atlantic Media	Pyramid School Products	Scott Electric
Star Audio Visual Repair	Total Video Products, Inc.	Troxell Communication, Inc.
Valiant Int'l Multimedia Corp.	VSA, Inc.	VSC, Inc.

APPROVAL OF AGREEMENT

Approved the Renewal Contract with MCC Warwick Family Services to sub-lease Rental Space in the amount of \$68,050.40 and utilize five (5) milieu counselors at the estimated cost of \$286,120 for the period of September 1, 2013 through August 31, 2014 and year to year thereafter, pending solicitor's approval. (Refer to Agreement in September 17, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved the appointment of TSA Consulting Group, Inc. as the third party administrator and Kades-Margolis Corporation as the consulting company for the BCIU's 403(b) Tax Sheltered Annuity Plan and approval for the Business Administrator to act on the Board's behalf, pending solicitor's approval of all agreements at no cost and for the period of October 2013 through September 2014 and year to year thereafter. (Refer to Agreement in September 17, 2013 Board Agenda).

Upon a motion by Mr. Christopher Cridge, seconded by Mr. Stephen Corr, and passed by unanimous voice vote by ten (10) Board Members with One (1) abstention from Mr. Hartline, the Board approved item 17.

APPROVAL OF AGREEMENT (Item 17)

Approved the Agreement with Centennial School District to provide a Director of Special Education for up to three (3) days each week for the period of July 1, 2013 through December 31, 2013 with an option to extend through June 30, 2014 with revenue in the amount of \$735 per day. (Refer to Agreement in September 17, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved the Special Education Service Agreement with Tuscarora IU #11 for Subcontractor Professional Consulting Services of Dr. Gia Ostroff Welsh for the period of July 1, 2013 through June 30, 2014 for revenue not to exceed \$6,800. (Refer to Agreement in September 17, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved the Agreement with Catapult Learning to provide Auxiliary Services to Non-Public Students for the period of July 1, 2013 through June 30, 2014 in the amount of \$3,114.453. (Refer to Agreement in September 17, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved the Early Childhood Settlement Agreement for the 2013-2014 school year in the amount of \$522. (Refer to Agreement in September 17, 2013 Board Agenda).

APPROVAL OF AGREEMENTS

Approved the Early Childhood Provider Agreements for the period of July 1, 2013 through June 30, 2014 in the amount of \$503,801. (Refer to Agreement in September 17, 2013 Board Agenda).

APPROVAL OF AGREEMENTS

Approved the 2013-2014 Title I Non Public Remedial Reading Instruction Agreements with Bensalem, Centennial, Council Rock, Hatboro-Horsham, Morrisville, Neshaminy and Pennsbury School Districts for the period of August 31, 2013 to June 30, 2014 in the amount of \$92,612.62. (Refer to Agreement in September 17, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved the Agreement with Larry Martin, LLC for Consulting Services for the period of September 1, 2013 to June 30, 2014 for an amount not to exceed \$15,000. (Refer to Agreement in September 17, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved the Agreement with Adams Coaching Associates for Consulting Services for the period of July 1, 2013 to June 30, 2014 for an amount not to exceed \$33,500.. (Refer to Agreement in September 17, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved the Agreement with DSD LLC for Consulting Services for the period of July 1, 2013 to June 30, 2014 for an amount of \$400 per day, not to exceed \$5,000. (Refer to Agreement in September 17, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved the Alternative Education Services Agreement with Lower Moreland School District for the 2013-2014 school year, with two (2) one-year renewal options for 2014-2015 and 2015-2016 for an amount of \$9,568 per student slot for 2013-2014; \$9,855 per student slot for 2014-2015; and \$10,150 per student slot for 2015-2016. (Refer to Agreement in September 17, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved to purchase licensing for interested schools and districts, in an amount dependent on school and district participation with Blended Schools, pending solicitor's approval for the period of September 1, 2013 through September 30, 2014 and year-to-year thereafter for an amount of \$12,985 for 200 users; and approved the Memorandum of Understanding for professional development services with Professional Learning Systems pending solicitor approval for the period of September 1, 2013 through September 30, 2014 and year-to-year

thereafter, for an amount of \$300 per participant plus equal revenue split based on the participant cost per class. (Refer to Agreement in September 17, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved the agreement to purchase on-line course content, instructional services and professional development for interested school entities, in an amount dependent on school and district participation, with Advanced Academics, pending solicitor approval and approved to accept individual student registrations and payment related to the provision of credit recovery and initial credit courses for the period of September 1, 2013 through June 30, 2014 and year to year thereafter for the following amounts: \$750 plus expenses for onsite professional development; \$165 per 60-day credit recovery enrollment per student; \$280 per 120-day initial credit enrollment per student. The Intermediate Unit will collect \$275 per 60-day credit recovery enrollment per student, resulting in \$110 to cover local program facilitation. The Intermediate Unit will collect \$350 per 120-day initial credit enrollment per student, resulting in \$70 to cover local program facilitation. 8-day course extensions will be provided upon request at a cost of \$30, which will be billed directly the student or district. (Refer to Agreement in September 17, 2013 Board Agenda).

APPROVAL OF CONTRACTS

Approved the following contracts for the month of September 2013 in the amount of \$83,903.61:

Vendor	Description	Budget	Amount
Advanced Academics	Additional Summer School Enrollments	Bridges	\$2,000.00
Rhonda Bielawski	Presenter Fee for Two (2) Courses Held Fall Semester 2013 @ \$2,400.00 Each.	Local In-Service	\$4,800.00
Dell Computers	Additional Software Licensing to Include Centennial School District Original Board Approval October 2011	MicroSoft -Tech Services	\$16,624.71
Delta T	Additional Nursing Services in Support of the Extended School Year Program	ESY	\$25,000.00
Discovery Education	Digital Streaming from July 1, 2012 through June 30, 2014 for Public, Non Public Schools & the BCIU	Instructional Materials & Tech Services	\$20,767.20 \$1,051.20
getAbstract	Online Library Subscription for Five (5) Users July 11, 2013 through July 10, 2014.	Instructional Materials	\$625.00
Moodlerooms	joule 2 Platform including 1,000 Users & 60 GB of Storage from October 11, 2013 through October 10, 2014.	Tech Services/ Other Hosted Services	\$11,320.00
Joseph Schwartz	Presenter Fee for the Challenging the Gifted Conference, November 20, 2013.	Local In-Service	\$500.00
Stanley Access Technology	Preventive Maintenance & Service Agreement from October 1, 2013 until September 30, 2014.	Facilities Services	\$1,215.50

Sub-Total \$83,903.61

APPROVAL OF BUCKS COUNTY COOPERATIVE PURCHASING GROUP BID

Approved the Bucks County Cooperative Purchasing Group Bid #13-008 - Cafeteria Smallwares for the period of September 1, 2013 through June 30, 2014 to the following recommended vendors:

Vendors recommended for award

Calico Industries, Inc.	9,887.50
Culinary Depot	9,244.34
Joseph Gartland, Inc.	756.87
Sam Tell and Son, Inc.	14,457.01

APPROVAL TO NOTIFY AWARDED VENDOR(S)

Approved to Notify Awarded Vendor(s) for Heating Oil and Gasoline – effective dates of bids is July 1, 2014 through August 31, 2015. All participating districts are invited to attend the committee review meeting that takes place the day following the bid opening. At the review meeting, a decision will be made to award the bid. We are asking the board to give us the authority to notify the low bid vendor(s) so that they may take the necessary steps to secure supply for the school districts at the bid prices. We, as the fuel bid review committee, request permission to give official notification to the vendor(s) immediately following the review meeting and at later dates for firm price lock-ins. We would then present the results to the board.

APPROVAL TO ASSIGN ORIGINAL AGREEMENT

Approved to Assign Hess Corporation Natural Gas Contract to Hess Energy Marketing, LLC for no cost in excess of original award with original assignment from July 1, 2012 to June 30, 2014 and reassignment will be on or after October 1, 2013 to June 30, 2014.

APPROVAL OF AGREEMENT

Approved the Rental Agreement with Source4Teachers LLC to provide office space at the IU Administration Center to Source4Teachers and Mission One staff for the period of July 1, 2013 to June 30, 2014 for an annual revenue amount of \$15,000. (Refer to Agreement in September 17, 2013 Board Agenda).

APPROVAL OF SECOND AND FINAL READING OF POLICY

Approved the Second and Final Reading of Policy 806 Child/Student Abuse. (Refer to Policy in September 17, 2013 Board Agenda).

APPROVAL OF AUTHORIZED PROCUREMENT CARD USERS

Approved the List of Authorized Intermediate Unit Procurement Card Users for the period of July 1, 2013 through June 30, 2014. (Refer to List in September 17, 2013 Board Agenda).

APPROVAL OF INTRODUCTORY READING OF POLICY

Approved the Introductory Reading of Revised Board Policy #6175 – Procurement Cards, (Refer to Policy in September 17, 2013 Board Agenda).

APPROVAL OF PROPOSAL

Approved to Accept the Proposal for Auditing Services with Maillie, LLP for the period of July 1, 2013 through June 30, 2014 for an estimated cost of \$3,000 for the 2012-2013 Audit. (Refer to Proposal in September 17, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved to purchase Microsoft licensing agreement from Dell, Inc. and all related ongoing costs associates with maintenance and licensing, and approval to provide Microsoft licensing for the Intermediate Unit, Bensalem, Bucks County Technical High School Council Rock, Middle Bucks Institute of Technology, Morrisville, Neshaminy, New Hope-Solebury, Quakertown, Upper Bucks Technical School, Bristol Borough, Centennial, Palisades, Pennsbury, Pennridge and Newtown Friends School for fee through this aggregated purchase where BCIU is acting as an aggregator/ reseller for the period of November 2013 – November 2016 in an annual amount of \$764,390.57 (estimated due to current negotiations). (Refer to Agreement in September 17, 2013 Board Agenda).

APPROVAL OF VARIOUS HUMAN RESOURCES ITEMS – SEPTEMBER 2013

Approved the various Human Resources items (a through e) for September 2013 (Refer to attached confidential report dated September 12, 2013).

INFORMATION ITEMS –

Mr. Jack Brady provided a legislative update and handout.

OLD BUSINESS – None

NEW BUSINESS - None

Upon a motion by Mr. Christopher Cridge, seconded by Mr. Stephen Corr, and passed by unanimous voice vote of eleven (11) Board Members, the Board agreed to adjourn for Executive Session at 8:15 p.m.

EXECUTIVE SESSION – The Board adjourned to discuss a Personnel Matter.

Upon a motion by Mrs. Patricia Sexton, seconded by Mr. Michael Hartline, and passed by unanimous voice vote of eleven (11) Board Members, the Board agreed to reconvene to public meeting from Executive Session at 8:20 p.m.

Upon a motion by Mrs. Patricia Sexton, seconded by Mr. Michael Hartline, and passed by unanimous voice vote of eleven (11) Board Members, the Board approved the following motion:

APPROVAL OF MOTION TO DISMISS EMPLOYEE

Approved the motion to dismiss Jan Tashman as a Classified Employee of the BCIU and to instruct the Board Attorney to issue the written Adjudication confirming the Board's Decision, specify the reasons therefore. (Refer to Written Adjudication in September 17, 2013 Board Agenda).

Upon a motion by Mr. Stephen Corr, seconded by Mr. Michael Hartline, and passed by unanimous voice vote of eleven (11) Board Members, the Board agreed to adjourn the meeting.

PUBLIC PARTICIPATION None

ADJOURNMENT

The meeting adjourned at 8:21 p.m.

NEXT MEETING

The next regularly scheduled meeting of the Bucks County Intermediate Unit Board of School Directors is: Tuesday, October 15, 2013 at 7:00 p.m. at the Intermediate Unit's Administration Building, 705 N. Shady Retreat Road, Doylestown, PA 18901.

Elizabeth Bittenmaster

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

CENTRAL BUCKS SCHOOL DISTRICT
Operations Committee Minutes
October 16, 2013

Committee Members Present

Tyler Tomlinson, Chairperson
Geri McMullin, Member
Paul Faulkner, Member
Joe Jagelka, Member
Scott Kennedy, Director of Operations

Other Board Members and Administrators Present

Steve Corr	Dr. Dave Weitzel
Kelly Unger	Dave Matyas
Jerel Wohl	Ken Rodemer
	Sue Vincent

The meeting was called to order at 7:00 PM by Tyler Tomlinson, Chairperson

PUBLIC COMMENT

APPROVAL OF MINUTES

The September 18, 2013 Operations Committee minutes were accepted as presented.

INFORMATION/DISCUSSION/ACTION ITEMS

Ken Rodemer distributed and reviewed the Operations Report.

Scott Kennedy reviewed the proposed Facility Use Fee Schedule for 2013-2014. The proposed fee structure would not change for the 2013-2014 year. The proposed charges for CBSD revenue producing events will not be implemented this year, but the overtime costs will be tracked so a decision about the fees can be made next year. The committee asked for updates throughout the school year.

Last month, the committee denied a request from a local church to use Titus ES. The church is asking again and they only want to use Titus for two months – Nov/Dec. The committee agreed.

Last month, Mr. Higgins approached the Committee concerning the tree planting dispute at Tohickon MS. He spoke at the last Board Meeting. I have not from Mr. Higgins since the last Board Meeting. What is our next step? The committee directed Scott Kennedy to work with Mr. Garton to resolve the situation.

Scott Kennedy and Ken Rodemer gave an update on the status of the CB East Stadium. We had our final design meeting with CB East administration last week. We expect the Land Development submittal to occur by the end of October with Township signoff to occur shortly thereafter. Final design will be complete in December/January and out to bid in early 2014.

Scott Kennedy, Ken Rodemer, and Mike Nickerson are still working on the pricing for replacement cameras, a new VMS, and a new SAN in the NOC. The proposed costs for the replacement cameras and new VMS are approximately \$200,000. Preliminary costs to upgrade the SAN (storage are network to archive all video cameras) will cost approximately \$ 90,000

depending on the specifications from the camera manufacturer. The committee agreed with the upgrades. This item will appear on the agenda later in November.

The Committee asked us to investigate granting police access to our camera system. Dr. Weitzel suggested that we order a few extra cameras for inventory.

Scott Kennedy reported that the grant for new cameras we were awarded last year for \$35,000 was cancelled by FEMA.

Scott Kennedy and Ken Rodemer presented a comprehensive list of proposed capital projects for the next ten years. The proposed projects were broken down by school. The committee asked questions about various projects. The next step is to prioritize the projects over the next ten years. This will be presented at the November Operations Committee meeting.

ADJOURNMENT

The meeting was adjourned at 8:05 p.m. Minutes submitted by Scott Kennedy, Director of Operations and Administrative Liaison



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, October 15, 2013 at 7:02 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. Melissa Mauer, Physical Therapist, and the IU students in the Afton Elementary School, Pennsbury School District.

ROLL CALL

ATTENDANCE:

Members

Mr. Michael Hartline, President (Centennial)
Mrs. Patricia Sexton, Vice President (Council Rock)
Mrs. Pamela Strange (Bensalem Township)
Mr. Stephen Corr (Central Bucks)
Mr. John DeWilde (Morrisville)
Mrs. Carol Clemens (Palisades)
Mr. Christopher Cridge (Pennsbury)
Mrs. Fern Strunk (Quakertown)

ABSENT:

Members

Mr. Charles Groff (Bristol Borough)
Mrs. Helen Cini (Bristol Township)
Mrs. Susan Cummings (Neshaminy)
Mr. Kurt Zander (New Hope/Solebury)
Dr. Peter Yarnell (Pennridge)

OFFICERS:

Executive Director

Dr. Barry J. Galasso

Assistant Executive Director

Dr. Michael Masko

Treasurer

Mrs. Wendy L. Macauley (absent)

Secretary

Mrs. Elizabeth Bittenmaster

PRESENTATION: Ms. JoAnn Perotti provided a presentation on the 2013-2014 BCIU #22 Comprehensive Planning.

SPECIAL EDUCATION MINI REPORT - Ms. Diane Paul provided the mini report with Ms. Peggy Hoffman, Supervisor, presenting an overview on Occupational Therapy & Physical Therapy in the Educational Environment.

PROGRAMS & SERVICES MINI REPORT - Dr. Mike Masko provided the mini report on the Act 126-Child Abuse Recognition and Reporting Training.

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

PUBLIC PARTICIPATION - Two representatives from the Teachers Education Association were in the audience and thanked the Board for their support.

Upon a motion by Mr. Stephen Corr, seconded by Mr. Christopher Cridge, and passed by unanimous voice vote by eight (8) Board Members, the Board approved items 1 – 26 (excluding item 11 which was pulled for a roll call vote).

APPROVAL OF MINUTES

Approved the September 17, 2013 Board Meeting minutes. (Refer to minutes in October 15, 2013 Board Agenda).

APPROVAL OF TREASURER'S REPORT

Approved the Treasurer's Report for the period of July 1, 2013 through September 30, 2013. (Refer to report in October 15, 2013 Board Agenda).

APPROVAL OF BILLS FOR PAYMENT

Approved the Bills for Payment for the month of September 2013. (Refer to report in October 15, 2013 Board Agenda).

APPROVAL OF BUDGET REVISION

Approved the following Budget Revision: 2012-2013 Act 89 Nonpublic Schools in the amount of \$4,746,924. (Refer to report in October 15, 2013 Board Agenda).

APPROVAL OF BUDGETS

Approved the following Budgets: 2013-2014 Bucks County Drug & Alcohol Commission (BCDAC) Gambling Prevention budget for the period of July 1, 2013 to June 30, 2014 in the amount of \$20,740; and the 2013-2014 Act 30 Private Residential Rehabilitative Institution

budget for the period of July 1, 2013 to June 30, 2014 in the amount of \$1,000,000. (Refer to report in October 15, 2013 Board Agenda).

APPROVAL OF GENERAL FUND AND SPECIAL REVENUE FUND TRANSERS

Approved the General Fund and Special Revenue Fund Transfers for September 2013 in the total amount of \$161,500. (Refer to report in October 15, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved the continuation of Agreement with Neshaminy School District and TODAY, Inc. for the 2013-2014 school year for the amount of \$138,125. (Refer to Agreement in October 15, 2013 Board Agenda).

APPROVAL OF SETTLEMENT AGREEMENT

Approved the Early Childhood Settlement Agreement for the 2013-2014 School Year for an estimated amount of \$9,794.75. (Refer to Agreement in October 15, 2013 Board Agenda).

APPROVAL OF AGREEMENTS

Approved the Early Childhood Services Provider Agreements for the period of July 1, 2013 through June 30, 2014 for a total amount of \$1,241,899. (Refer to Agreements in October 15, 2013 Board Agenda).

APPROVAL OF AGREEMENTS

Approved the 2013-2014 Title I Non Public Remedial Reading Instruction Contracts with Bristol Township, Neshaminy, Pennridge and Quakertown School Districts for the period of August 31, 2013 to June 30, 2014 for a total amount of \$61,043.17. (Refer to Agreements in October 15, 2013 Board Agenda).

Upon a motion by Mr. Stephen Corr, seconded by Mr. Christopher Cridge, and passed by unanimous voice vote of eight (8) Board Members, to have a roll call vote for the motion to appoint Paula Harland as Board Treasurer of the Bucks County Intermediate Unit #22.

Upon a motion by Mrs. Patty Sexton, seconded by Mr. Christopher Cridge, and passed by unanimous roll call vote of eight (8) Board Members, the Board approved the following motion:

BOARD MEMBER	Y/N	BOARD MEMBER	Y/N
Mr. Michael Hartline, P	Y	Mrs. Pamela Strange	Y
Mrs. Patricia Sexton, VP	Y	Mrs. Fern Strunk	Y
Mrs. Carol Clemens	Y	Mr. John DeWilde	Y
Mr. Christopher Cridge	Y	Mr. Stephen Corr	Y

APPROVAL OF BOARD TREASURER APPOINTMENT (Item 11)

Approved the Appointment of Paula Harland as Board Treasurer of the Bucks County Intermediate Unit #22 Board of School Directors effective November 1, 2013 to fulfill the unexpired 2013-2014 term.

Dr. Galasso asked for the minutes to reflect Wendy Macauley's tremendous contribution to the IU and that she will be honored at the November 19, 2013 Board Meeting.

APPROVAL OF CONTRACTS AND PURCHASES

Approved the following contracts and purchases for the month of October 2013:

Vendor	Description	Budget	Amount
<u>Contracts</u>			
Julie Eastburn	Presenter Fee for Two (2) Courses on October 10 & November 7, 2013 @ \$375.00 per Course	Federal Programs	\$750.00
Greenwood Publishing Group, Inc.	Presenter Fee for One (1) Course on May 1, 2014	Local In-Service	7,000.00
Dr. George Mehler	Presenter Fee for One (1) Course on October 8, 2013	Federal Programs	600.00
Lenore O'Donnell	Presenter Fee for One (1) Course on November 13, 2013	Federal Programs	325.00
Angela Watters	Presenter Fee for Four (4) Courses on October 22 & December 5, 2013 and March 5 & April 2, 2014	Federal Programs	1,900.00
		Sub-Total	\$10,575.00
Vendor	Description	Budget	Amount
<u>Purchases</u>			
Dell Computers	Eight (8) Dell Latitude Laptop Computers, Model 6430u	Capital Projects	\$12,632.00
ePlus	One (1) Year of Updates for Barracuda Message Archiver	Technology Services	12,532.00
ePlus	Additional Computer Supplies per Co-Stars Pricing	Technology Services	20,000.00
		Sub-Total:	45,164.00
		Grand Total:	\$55,739.00

APPROVAL OF AGREEMENT

Approved the Agreement with Jennifer Rich for consulting services for the Bristol Township School District Keystones of Opportunity Grant, contingent upon the Bristol Township School District receiving final approval from the Pennsylvania Department of Education for the Keystones of Opportunity Grant funding for the period of September 1, 2013 to September 30, 2014 for an amount of \$400 per day for services as requested and approved by the Director of Teaching, Learning and Staff Development not to exceed \$30,000. (Refer to Agreement in October 15, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved the Agreement with Marybeth Newberry for consulting services for the Bristol Township School District Keystones of Opportunity Grant, contingent upon the Bristol Township School District receiving final approval from the Pennsylvania Department of Education for the Keystones of Opportunity Grant funding for the period of September 1, 2013 to September 30, 2014 for an amount of \$400 per day for services as requested and approved by the Director of Teaching, Learning and Staff Development not to exceed \$40,000. (Refer to Agreement in October 15, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved the Agreement with Literacy Resources, LLC for consulting services for the Bristol Township School District Keystones of Opportunity Grant, contingent upon the Bristol Township School District receiving final approval from the Pennsylvania Department of Education for the Keystones of Opportunity Grant funding for the period of September 1, 2013 to September 30, 2014 for an amount of \$400 per day for services as requested and approved by the Director of Teaching, Learning and Staff Development not to exceed \$30,000. (Refer to Agreement in October 15, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved the Agreement with Geisel Education Consultant, LLC for consulting services for the Bristol Township School District Keystones of Opportunity Grant, contingent upon the Bristol Township School District receiving final approval from the Pennsylvania Department of Education for the Keystones of Opportunity Grant funding for the period of September 1, 2013 to September 30, 2014 for an amount of \$400 per day for services as requested and approved by the Director of Teaching, Learning and Staff Development not to exceed \$30,000. (Refer to Agreement in October 15, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved the Agreement with A Fishman Consulting, LLC for consulting services for the period of September 1, 2013 to June 30, 2014 in an amount not to exceed \$10,000. (Refer to Agreement in October 15, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved the Special Education Contract with an Out-of-County School District for the period of July 1, 2013 through June 30, 2014 for a revenue amount of \$57,174. (Refer to Agreement in October 15, 2013 Board Agenda).

APPROVAL OF BUCKS COUNTY COOPERATIVE PURCHASING GROUP BID

Approved the Bucks County Cooperative Purchasing Group Bid #13-009 for Groceries for the period of October 1, 2013 through September 30, 2014 in the amount of \$324,196.48 to the following recommended vendors:

Vendors recommended for award

Kast Distributors, Inc.	\$297,062.33
Nardone Bros. Baking Co., Inc.	27,134.15

APPROVAL OF FIRST READING OF POLICY

Approved the First Reading of the Revised Board Policy #6175 – Procurement Cards. (Refer to Policy in October 15, 2013 Board Agenda).

APPROVAL OF INTRODUCTORY READING OF POLICY

Approved the Introductory Reading of the Revised Board Policy #1030 – Board Members Term of Office. (Refer to Policy in October 15, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved the Agreement with Quakertown Community School District for the Bucks County IU #22 to provide three professional “teacher” coaches from July 1, 2013 through June 30, 2014 at the rate of \$91.00 per hour per coach. (Refer to Agreement in October 15, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved the Alternative Education Services Agreement, First Amendment, with Ombudsman Educational Services for the 2012-2013 school year in the amount of \$695,357, with two (2) one-year options: for the 2013-2014 school year in the amount of \$716,272 and for the 2014-2015 school year in the estimated amount of \$762,588 with all other provisions of the agreement approved August 21, 2012 shall remain in full force and effect. (Refer to Agreement in October 15, 2013 Board Agenda).

APPROVAL OF AGREEMENTS

Approved the Special Education Private Provider Agreements for the period of July 1, 2013 through June 30, 2014 in the amount of \$70,000. (Refer to Agreements in October 15, 2013 Board Agenda).

APPROVAL OF AGREEMENT

Approved the Agreement with Centennial School District for the Bucks County IU #22 to provide an LEA Consultant for the period of September 1, 2013 through September 1, 2014 at a rate of \$99.96 per hour. (Refer to Agreement in October 15, 2013 Board Agenda).

APPROVAL OF VARIOUS HUMAN RESOURCES ITEMS

Approved the various Human Resources items (a through g) for October 2013 (Refer to attached confidential report dated October 15, 2013).

INFORMATION ITEMS –

- (1) Transportation Contracts for the Summer 2013 Program.
- (2) Mr. Jack Brady provided a legislative update and handout.

OLD BUSINESS – None

NEW BUSINESS –

Upon a motion by Mr. Christopher Cridge, seconded by Mr. Stephen Corr, and passed by unanimous voice vote of eight (8) Board Members, the Board agreed to adjourn for Executive Session at 7:50 p.m.

EXECUTIVE SESSION – The Board adjourned to discuss the IU Transition/Administrative Reorganization Plan.

Upon a motion by Mrs. Fern Strunk, seconded by Mr. Stephen Corr, and passed by unanimous voice vote of eight (8) Board Members, the Board agreed to reconvene to public meeting from Executive Session at 8:20 p.m.

Upon a motion by Mr. Stephen Corr, seconded by Mrs. Carol Clemens, and passed by unanimous roll call vote of eight (8) Board Members, the Board approved the following motion:

BOARD MEMBER	Y/N	BOARD MEMBER	Y/N
Mr. Michael Hartline, P	Y	Mrs. Pamela Strange	Y
Mrs. Patricia Sexton, VP	Y	Mrs. Fern Strunk	Y
Mrs. Carol Clemens	Y	Mr. John DeWilde	Y
Mr. Christopher Cridge	Y	Mr. Stephen Corr	Y

APPROVAL OF PROPOSED IU TRANSITION/ADMINISTRATIVE REORGANIZATION PLAN

Approved the following new IU Administrative positions:

- (1) Deputy Executive Director – Dr. Mike Masko to take on this position effective January 1, 2014
- (2) Assistant Executive Director for Educational Services – position to be posted for applications
- (3) Assistant Executive Director for Operations and In-House Legal Counsel – position to be posted for applications

PUBLIC PARTICIPATION None

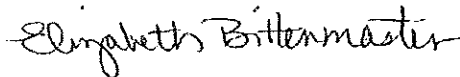
Upon a motion by Mr. Stephen Corr, seconded by Mrs. Fern Strunk, and passed by unanimous voice vote of eight (8) Board Members, the Board agreed to adjourn the meeting.

ADJOURNMENT

The meeting adjourned at 8:21 p.m.

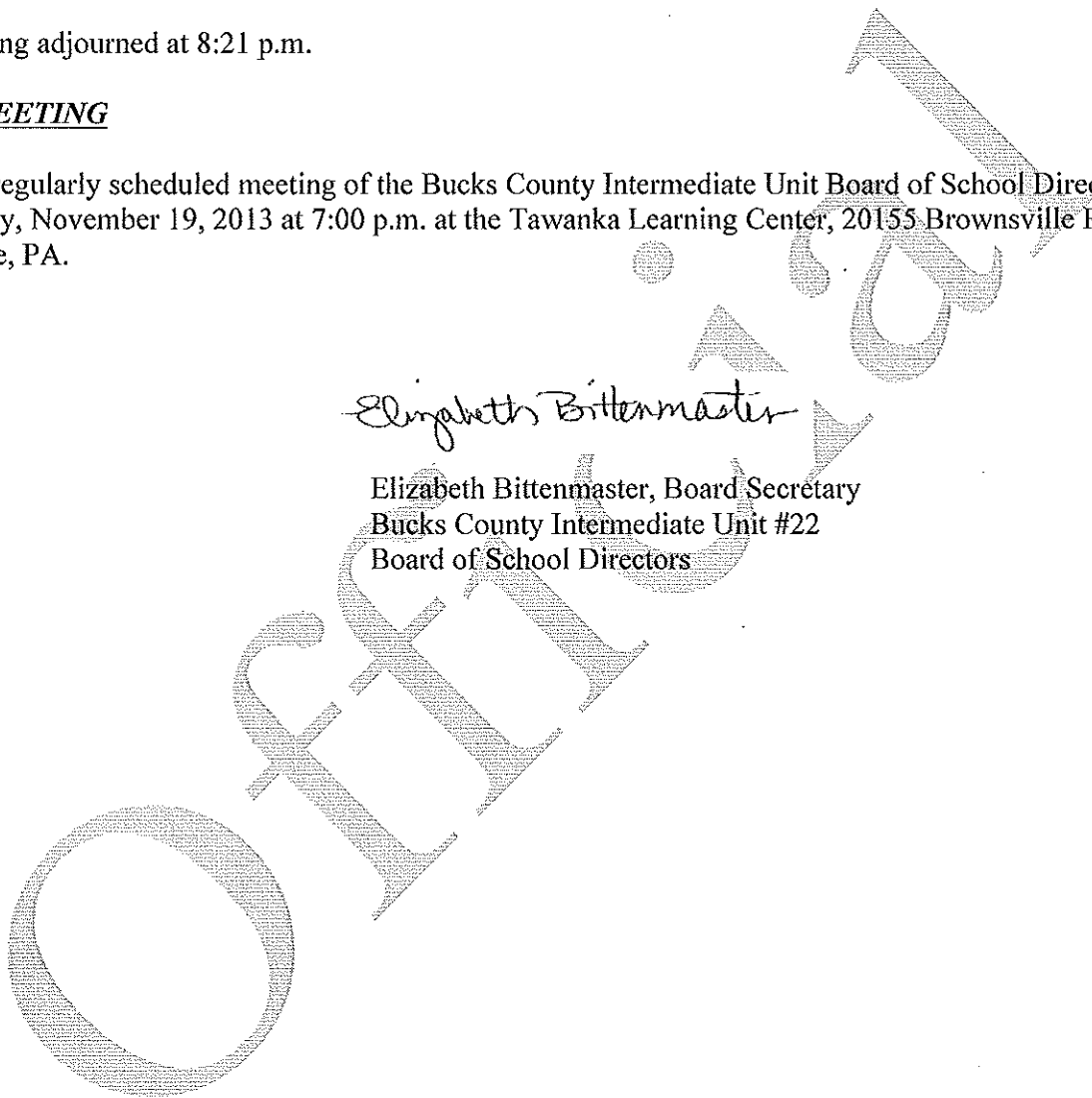
NEXT MEETING

The next regularly scheduled meeting of the Bucks County Intermediate Unit Board of School Directors is: Tuesday, November 19, 2013 at 7:00 p.m. at the Tawanka Learning Center, 20155 Brownsville Road, Langhorne, PA.



Elizabeth Bittenmaster

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



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

- I. The regular meeting of the MBIT Executive Council was convened on Monday, October 14, 2013, at 5:30 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

Ms. Katherine Driban, Centennial S.D.
 Dr. Bill Foster, Council Rock S.D.
 Mr. John Gamble, Central Bucks S.D.
 Mrs. Betty Huf, Centennial S.D.
 Mr. Joseph Jagelka, Central Bucks S.D.
 Mr. Charles Kleinschmidt, Centennial S.D.

Absent

Mrs. Bernadette Heenan, Council Rock S.D.
 Mrs. Kelly Unger, Central Bucks 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.
 Mrs. Denise Dohoney, Assistant Director
 Mr. Jeffrey Garton, Esq., School Solicitor
 Mr. Richard Hansen, Facility Supervisor
 Mrs. Roberta Jackiewicz, Assistant Board Secretary
 Mr. Vincent Loiacono, Director of Facility Operations
 Mrs. Stacy Pakula, Career and Technical Education Supervisor
 Mrs. Kathryn Strouse, Administrative Director
 Mr. Robert Vining, Business Manager

- II. Guest at the meeting was Mr. Bradley Rosenau, Commercial Art and Design Teacher/Middle Bucks Education Association President.
- III. Mr. Gamble reported that the students are back into the swing of things. Our multimedia students have been seen around campus studying photography, our landscaping students have mulched and cleaned up our campus gardens, and our automotive students hosted the second annual Auto Fest on September 28th.

Aspirations, our student operated restaurant, opens to the public the week of October 21st and Salon Extreme opens to the public the following week.

Mr. Gamble concluded his report by noting that our adult evening school classes have begun. The fall semester offers courses in automotive, carpentry, technology, electrical, machining, welding, drafting, dental assistant and more. Our adult classes provide instruction in current technologies, opportunities for a new career, update skills, or earn industry certifications.

- IV. Mrs. Huf said she attended the OAC dinner last week and it was marvelous. She sat with visitors from Temple that are enrolled in the program to become Career and Technical Education Directors. She complimented the staff and students and said the food was excellent and it was a great evening.

Ms. Driban stated it was great to see that we had six students attend Free Enterprise Week and she would love to hear a little more about what they did at the event. She loves the Kiss a Pig event and hopes a video can be posted with a link sent to the Council. Ms. Driban also thanked the staff for the new format of the Social Media Feedback report. She said it was great and found it very helpful.

- V. Ms. Driban moved, Mrs. Huf seconded, passed 5 ayes, 0 nays, and 1 abstention (Mr. Gamble did not attend the meeting) to approve the minutes of the September 9, 2013 meeting. Attachment 1 (pg. 1-1)

- VI. Routine Business:

A. Administrative Report

1. Mrs. Dohoney provided a report on the October 1, 2013 enrollment. This information included overall enrollment, enrollment by district, adult day program enrollment, a historical perspective, growth at the districts and MBIT, enrollment trends, special education enrollment and enrollment by race and gender.

Highlights included that 835 students are enrolled at MBIT, which represents a 1.4% increase over last year. We have a 46.7% Special Education population and there are 12 adult day students. Attachment 2 (pg. 2-1)

Discussion included that there is one student from the Neshaminy School District that attends here and is in the BCIU Voyages Program. This program is for intense learning support students. They spend a part of their time in the career and technical program with a modified plan and the balance of their time in a classroom learning academics that relate to their trade.

2. Mrs. Strouse explained that Comprehensive Planning is what has replaced the Strategic Plan. We are a part of Phase 2 and started this process last school year. The plan has been posted on our website for 30 days as is required by PDE. We did not receive any comments from the public regarding our plan. The Executive Council is being asked to approve a motion to accept the plan and then it will be filed with the Department of Education. If they accept the plan, it will be implemented in July of 2014. Mrs. Strouse added that she is currently working on an additional strategic plan to compliment the Comprehensive Plan.

Mrs. Strouse reviewed the members that participated on the steering committee as well as the goals, strategies and actions plans to accomplish the goals. The goals are to enhance student achievement, provide support to students academically at-risk and to provide access to technology resources.

The strategies developed to enhance student achievement include to completely align all technical curriculum with SAS academic standards, develop a professional development plan that supports implementation of SAS and impacts student achievement and investigate on-line learning opportunities for students using resources from the PDE SAS website.

The strategies for supporting students academically at risk include enhance the system for identifying and monitoring students academically at-risk, develop interventions to remediate skill deficits and prepare students for high stake assessments.

Finally, the strategies to provide access to technology resources include provide staff, students, and other stakeholders with more technology resources to enhance communication, implement changes to the infrastructure to support BYOD/BYOT initiatives and determine the need and specifications of implementing a cloud computing platform. Attachment 3 (pg. 3-1)

Discussion included that the PDE SAS website is a resource for different types of teaching and learning resources. The Career and Technical schools have been using standard aligned curriculum for a long time. The high schools and elementary schools are starting to move towards standard aligned curriculum. It is a site they are trying to get teachers, students and administrators to use as a central hub for different types of curriculum and learning tools.

Dr. Boccuti added that he believes the SAS website was originally put up when Pennsylvania was deciding to go to PA Common Core rather than National Common Core. It is a helpful website for educators in reference to redesigning and realigning curriculum. Anyone can get on it, including parents and students and educators use it all the time.

There was a discussion on what effect the high special education population may have in the programs. Mrs. Strouse noted regardless of our special education population the students are being successful here. If a student has an IEP, the support they need is very varied. Our programs are competency based and the students work at their own pace. Dr. Boccuti added that the IEP teams at the home school have to decide the most appropriate way to accommodate the child. The team has to first say that MBIT is an appropriate placement for the student. It is a collaborative process between MBIT and the sending district. If there is a problem, we can reconvene the IEP team at any time and revisit it. There are many students that have an IEP but their needs may not even present in their program here at MBIT because it is so individualized. That is where the sending district and MBIT work together.

There was a question if our infrastructure can handle BYOD or BYOT. Mr. Loiacono noted that our infrastructure in place can support BYOD or BYOT. It will increase traffic across the system. The Guest LAN has been adjusted so it doesn't interfere with our business critical operation. It was also mentioned that you can lock down certain things on our Wi-Fi, but you can't lock down 3G and 4G on individual devices.

- B. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to receive and file MBIT's update including activities/events, correspondence and related matters as per Attachment 4 (pg. 4-1)
- C. Committee Reports
1. Dr. Boccuti, Superintendent and Chairperson of the Professional Advisory Council discussed Comprehensive Planning and said he agrees it is a whole different process than the former strategic plan and feels it is much more connected. He discussed the process and their plan and said there are aspects that he likes much better. Dr. Boccuti also spoke about the three areas they chose; curriculum, instruction and professional development, ground breaking technology and facilities grounds, a sort of campus revitalization. They are all connected and the action plans work together. Attachment 5 (pg. 5-1)
- Dr. Bocutti left the meeting at 6:05 PM to attend another meeting.
2. Mrs. Bernadette Heenan, Chairperson was not present and Mr. Gamble asked that the packet be referred to for the report. Attachment 6 (pg.6-1)
 3. The Program, Policy and Personnel Committee meeting scheduled on Tuesday, October 1, 2013 at 5:15 PM was cancelled. Mrs. Betty Huf, Chairperson. Attachment 7 (pg. 7-1)
 4. Ms. Katherine Driban, Chairperson of the Finance Committee said to see the minutes for the report. Attachment 8 (pg. 8-1)
- D. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to approve the Cash Payments Report for September. Attachment 9 (pg. 9-1)
- E. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to approve the Treasurer's Report for August. Attachment 10 (pg. 10-1)

VII. Current Agenda Items

A. Personnel Items

1. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to ratify the part-time employment of Eric Walder, student in Networking and Operating Systems Security, to work in a co-op position as a Computer Support Technician for Information Technology, at a rate of \$9.00/hour, effective September 4, 2013.

2. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to ratify the part-time employment of Alysen Doyle, student in the Early Childhood Care and Education Program, to work in a co-op position as an Aide for Li'l Bucks Partners in Learning, at a rate of \$9.00/hour, effective October 7, 2013.
3. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to approve the employment of Ronald Hungarter, as short-term Substitute Teacher in the Construction Carpentry program, effective October 14, 2013, at a daily rate of \$385.00, with statutory benefits.
4. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to provide Jeanise Dimitri, Adult Education and Organizational Advancement Administrative Assistant with a stipend in the amount of \$2,259 to be paid for additional job responsibilities and duties during the Leave of Absence of the Adult Education Coordinator, effective October 17, 2013.
5. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to ratify employment of the additional fall 2013 Adult Evening School staff.
Attachment 11 (pg. 11-1)

B. Policies

1. FIRST READING

Ms. Driban moved, Mrs. Huf seconded, passed unanimously to accept for first reading the following revised Administrative Regulations. Attachment 12 (pg. 12-1)

- a. Revised Administrative Regulation 335.1-R– Family and Medical Leaves – Eligibility/Types of Leaves in the Administrative Employees Section.
- b. Revised Administrative Regulation 435.1-R – Family and Medical Leave – Eligibility/Types of Leaves in the Professional Employees Section.
- c. Revised Administrative Regulation 535.1-R – Family and Medical Leave – Eligibility/Types of Leaves in the Classified Employees Section.

2. ADOPTION

Ms. Driban moved, Mrs. Huf seconded, passed unanimously to accept for adoption the following revised Board Policies. Attachment 13 (pg. 13-1):

- a. Revised Policy No. 335.1 – Family and Medical Leave – Administrative Employees Section
- b. Revised Policy No. 435.1 – Family and Medical Leave – Professional Employees Section.
- c. Revised Policy No. 535.1 – Family and Medical Leave – Classified Employees Section.

3. APPROVE POLICY LANGUAGE REVISION

Ms. Driban moved, Mrs. Huf seconded, passed unanimously to accept for adoption revised Board Policy No. 222, Smoking, in the Pupils Section. Attachment A (pg. A-1)

It was asked if there was also a smoking policy for staff and Mrs. Strouse said that there was.

C. Other Matters for Consideration

1. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to approve the proposed additional and out of state field trips for the 2013-14 school year. Attachment 14 (pg. 14-1)
2. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to accept the Pennsylvania Department of Education Supplemental CTE Grant in the amount of \$34,774.86 to be used to purchase the equipment listed below and to adjust the 2013-2014 budget to include said grant. Attachment 15 (pg. 15-1)

Multimedia	Camera Dolly System
Public Safety	Ferno Ambulance Cot
Public Safety	Motorola Digital Communication Radios
Welding	Hypertherm Powermax Plasma System
3. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to accept the donation from the Buxmont Chapter of the Pennsylvania Society of Tax and Accounting Professionals, in the amount of \$3,254.70, to specifically be used for the purchase of 5 iPads with cases, for the Administrative Sciences and Business Technology program. Attachment 16 (pg. 16-1)
4. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to approve the Affiliation Agreement between Abington Memorial Hospital and Middle Bucks Institute of Technology, to provide clinical experiences to our Health Science students. Attachment 17 (pg. 17-1)
5. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to approve the Agreement between Comcast of Southeast Pennsylvania, LLC, and Middle Bucks Institute of Technology. Attachment 18 (pg. 18-1)
6. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to approve the Agreement between Arrow Enterprise Computing Solutions, Inc. and Middle Bucks Institute of Technology for Adobe Certified Associate Classroom Licenses from Certiport. Attachment 19 (pg. 19-1)

7. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to approve offering online training through Global Compliance Network for the 2013-2014 school year at the cost of \$700.00 with additional charge of \$1.50 per employee for required Act 126 child abuse training. Attachment 20 (pg. 20-1)
 8. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to approve the "Bucks County School Intermediate Unit #22 Microsoft Server Product Purchasing Group Agreement" between the BCIU and MBIT for a 3-year period beginning in November 2013 through November 2016. Attachment 21 (pg. 21-1)
 9. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to authorize the Administrative Director or Business Manager to execute 60 month \$1 buy-out lease at a monthly cost of \$396 with NMFG Financial Services, Inc. for a new Yale GC/GP050LX forklift truck. Attachment 22 (pg. 22-1)
 10. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to appoint Tyco Integrated Security to provide central station monitoring of burglary and fire alarm systems for a 60 month period with initial investment of \$1,600 for installation of proprietary equipment and monthly cost of \$545.84. Attachment 23 (pg. 23-1)
 11. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to appoint Reuter Hanney as the Engineer of Record for the transformer replacement project.
 12. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to appoint TD Bank to provide merchant services for purpose of processing credit and debit card transactions for Adult Education registrations and production live work and program fees. Attachment 24 (pg. 24-1)
 13. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to approve the 2013 – 2016 Middle Bucks Institute of Technology Comprehensive Plan. Attachment 3 (pg. 3-1)
- VIII. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to adjourn the October 14, 2013 meeting of the MBIT Executive Council at 6:10 PM.

An Executive Session was held directly after the public meeting to discuss a Personnel matter.

Respectfully submitted,

Roberta Jackiewicz
Assistant Secretary

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

December 2, 2013

FOR ACTION: Post the Proposed Preliminary 2014-2015 Budget for Public Inspection

The school board will consider adopting a resolution authorizing administration to publicly post the proposed preliminary budget for fiscal year 2014-15 in the amount of \$299,482,939. Act 1 of 2006 requires school districts to publically post the budget for 20 days prior to the school board taking action to adopt the preliminary proposed budget on January 21, 2014. Act 1 also caps the amount a school district can increase the real estate millage rate each year. For fiscal year 2014-15 the Act 1 base limit is 2.1%. This means the millage rate can increase by 2.1% over 2013-14 levels. Since the school district mandated retirement contributions will be increasing by over 26%, well above the base inflation rate of 2.1%, the district qualifies for an Act 1 exception. An Act 1 exception allows school districts to increase the millage rate beyond the 2.1% base inflation rate because the retirement contributions are not under the control of local school boards. It is estimated that the retirement contribution exception could allow an additional millage increase of 1.3% for a total of 3.4%. The actual calculations for 2014-15 are not currently available from the Pennsylvania Department of Education (PDE) which is why we are using estimated data at this point in the budget cycle. As of 12/2/2013, the proposed preliminary budget is increasing by \$8,798,957. Of the increased amount, \$5.7M can be attributed to increased retirement system contributions.

RECOMMENDATION:

The administration is recommending that the Board approve the Resolution authorizing the administration to post the proposed Preliminary 2014-2015 Budget for public inspection.

CENTRAL BUCKS SCHOOL DISTRICT

**Resolution Authorizing Proposed Preliminary Budget
Display and Advertising
and Authorizing Referendum Exception**

RESOLVED, by the Board of School Directors of Central Bucks School District, as follows:

1. The School District shall make the Proposed Preliminary Budget available for public inspection at least 20 days before the date scheduled for adoption of the Preliminary Budget.

2. At least 10 days before the date scheduled for adoption of the Preliminary Budget, the Secretary shall advertise a Preliminary Budget Notice. The notice shall be advertised once in a newspaper of general circulation and shall be available for public inspection at the administrative offices of the School District.

3. The Act 1 base index applicable to the School District as calculated by the Pennsylvania Department of Education (PDE) is 2.1 %. The Preliminary Budget Proposal assumes that the School District will receive approval for use of one or more Act 1 real estate tax referendum exceptions. The School District shall take all steps required to obtain PDE approval for the referendum exceptions contemplated in the Preliminary Budget Proposal, including advertising once in a newspaper of general circulation and placing on the School District internet website Act 1 Referendum Exception Notice in substantially the form as presented to the School Board.

CENTRAL BUCKS SCHOOL DISTRICT

ATTEST:

Secretary

By: _____
President

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

December 2, 2013

FOR ACTION: Contracts

The Central Bucks School District has invested in security features including electronic access control and video surveillance cameras. The long range facility improvement plan includes periodic replacement of security equipment. This initial phase involves replacing the storage area network (SAN) which manages and archives all security camera video. The existing SAN is from 2003 and is no longer supported by the manufacturer. This phase also includes the replacement of 210 cameras dating from 2003 through 2008.

RECOMMENDATION:

- The administration is recommending a contract to Security & Data Technologies to purchase 210 replacement security cameras in the amount of \$205,274. This purchase is available on State Contract #4400010526.
- The administration is recommending a contract to Security & Data Technologies for the installation of 210 replacement cameras. The installation will be completed Time & Material – Not To Exceed \$90,707. This purchase is available on State Contract #4400010526.
- The administration is recommending a contract to IBM for (6) new servers in the amount of \$ 40,176.60. This purchase is available on State Contract # 4400008767.
- The administration is recommending a contract to IBM to provide and install a replacement storage area network (SAN) for the District's security system in the amount of \$ 109,107.80. This purchase is available on State Contract # 4400008774.
- The administration is recommending a contract to DVL Liebert to provide an additional UPS (uninterruptible power supply) for the district Network Operations Center in the amount of \$49,925.52. This purchase is available on the PEPPM agreement.



Security and Data Technologies, Inc.
 101 Pheasant Run - P.O. Box 8503C - Newtown, PA. 18940
 Phone: (215) 579-7000 Fax: (215) 579-7080 www.sdtinc.net

Systems Quotation

To: Central Bucks School District
 Attn: Scott Kennedy
 Phone: 267-893-4036
 Fax:
 Email: skennedy@cbsd.org

From: Ed Shuhart
 Email: eshuhart@sdtinc.net
 Date: 11/06/13
 Quote #: SDTQ15042
 Project: Central Bucks School District - CCTV Cameras and Accessories

Comments

Security and Data Technologies, Inc. is pleased to submit this proposal to supply 210 new IP cameras as detailed herein.

PA State Contract # 4400010526
 Costars Vendor# 175072

Equipment & Services

Qty	Description
(1) Cameras Mounts and Licenses	
125	Network 15m IR Dome, 2M(1920x1080), 16:9 Full HD(1080p), Motorized Simple Focus 2.8x(3~8.5mm), H.264/MJPEG, Advanced WDR, True Day/Night, SDDR, SSNR III, Smart Codec, IVA, SD/SDHC/SDXC, 12VDC/24VAC/PoE, IP66/IK10, Built-in -40 24VAC Heater
125	Medium Cap Adapter Accessory, (SNV-6084R)
125	Accessory, Wall Mount Gooseneck style - Ivory
85	3.0 megapixel resolution progressive scan 1/3inch CMOS sensor; 2.7-9mm DC auto iris varifocal lens color IP Network Camera with IR LEDs and 802.3af Power over Ethernet. The TruVision IP 3.0MPx Open Standards vandal-resistant indoor dome cameras were designed to adhere to PSIA and ONVIF open communication standards; and also support a CGI command set to permit simpler integration in any IP system. These progressive scan; H.264 compression cameras feature a maximum resolution of
85	TruVision Dome Swan Neck Bracket (Use with TVD-CB5, TVD-CB3, TVD-CB2)
85	TruVision Dome 5-Inch Cup Base (Use w/TV IP Outdoor Dome Cameras; TVD-SNB; TVD-PPB)
210	Prism Professional and Enterprise video channel license; meant for stand-a-lone Prism PRO and ENT systems.

Payment Terms: Net 30

Total (See tax note below): \$205,274.00

Deposit Required: \$0.00

Scope Of Work

Supply 210 new megapixel IP cameras as detailed in the product section. The quotation includes 125 2MP Samsung cameras, 85 3MP Interlogix cameras, mounts and 210 VMS camera licenses (one per camera connection). All parts and workmanship are warranted for 1 year from installation. Cameras carry an additional 2 year warranty against failure during the course of normal use.

Please Note:

Camera Mounts for the Samsung 2MP and the Interlogix 3MP cameras are included in the quotation (one mount per camera) but may not be required for all locations. Cameras installed in ceilings, on beams/joists and under soffits do not require a mount. Please use the unit pricing shown in the Product section to deduct non-required mounts.

Project: Central Bucks School District - CCTV Cameras and Accessories
 Quote #: SDTQ15042

Page 1 of 2

Initial Terms

1. Price and terms of this quote are not subject to verbal changes or other agreements unless in writing by SDT. All quotes are contingent upon acts beyond SDT control. Prices based on cost and conditions existing on day of quote and are subject to change by SDT before final acceptance.
2. Purchaser assumes liability for patent and copyright infringement when goods are supplied to purchasers specifications.
3. Price is in effect for 60 days from the date of the original quote.
4. Price does not include applicable taxes unless specifically noted in the quotation.
5. Flush, surface or weatherproof boxes and or specialty enclosures are NOT INCLUDED unless specifically noted in the quotation.
6. Due to the daily changes in copper pricing, wire and cable pricing if included above will be adjusted at time of shipping. Additional costs may be incurred and charged.
7. No Purchase Order/Sub-Contract/Contract will be binding until a Written Acceptance by Senior Management is received by Purchaser.
8. Unless specifically itemized as "Installation Record Drawings", any required construction drawings and/or as-built changes to construction drawings will not include installation information such as cable routes, conduit runs, junction box details, etc. This information, supplied by the installer, can be added at extra cost.
9. All Panel and Field Terminations are NOT INCLUDED unless specifically noted in the quotation.
10. This quotation is based on receiving a "Purchase Order" or the signing of this quotation. Additional cost may be charged if we receive a "Contract" that requires legal review.
11. All work will be performed during normal working hours unless specifically noted in the quotation.
12. All software and data files will remain intellectual property of Security and Data Technologies unless project specification requires other.
13. When subtotals for individual systems are shown, the price is for breakdown purposes only and should not be considered a purchase price. Only the total price shown is a valid purchase price.
14. This quotation is based upon the design information available on the project documents noted above, at time of preparation. The system design has not been reviewed nor modified as part of the quotation process to accommodate delegated design requirements. Note that system changes relating to delegated design can affect equipment quantities, services and installation labor. Review for delegated design requirements is available at extra costs not included in this quotation.

Accepted By: _____
Date: _____
PO: _____

Submitted By: Ed Shuhart



Security and Data Technologies, Inc.
 101 Pheasant Run - P.O. Box 8503C - Newtown, PA. 18940
 Phone: (215) 579-7000 Fax: (215) 579-7080 www.sdttinc.net

Systems Quotation

To: Central Bucks School District
 Attn: Scott Kennedy
 Phone: 267-893-4036
 Fax:
 Email: skennedy@cbsd.org

From: Ed Shuhart
 Email: eshuhart@sdttinc.net
 Date: 11/06/13
 Quote #: SDTQ15045
 Project: Central Bucks School District - Install 210 New IP Cameras

Comments

Security and Data Technologies, Inc. is pleased to submit this proposal to install 210 new IP cameras as detailed herein.

Time and Material - Not to Exceed

PA State Contract # 4400010526
 Costars Vendor# 175072

Equipment & Services

Qty	Description
(2) Installation of Cameras (See Scope of Work for Details)	
1	Project Management Labor
1	Installation Labor
1	CAD Services - Drawings
1	Freight Charges

Payment Terms: Net 30

Total (See tax note below): \$90,707.00

Deposit Required: \$0.00

Scope Of Work

Install 210 new megapixel IP cameras as detailed in the product section. The quotation includes installation of 125 2MP Samsung cameras, 85 3MP Interlogix cameras, All parts and workmanship are warranted for 1 year from installation.

The Scope of Work:

Prior to performing work at a school the technicians shall check in with the main office. This process shall be repeated at the beginning of each work day regardless of whether SDT was working at the school the previous day.

1. Remove existing camera (return to CBSD for possible reuse-Mark location, on bottom of camera)
2. Seal anchor holes from old cameras
3. Re-dress existing CAT6 cable- Install new 10' weatherproof CAT6 jumper from camera to inside building. Shorten extra loop on CAT6 cable inside building. Install new inline RJ45 CAT6 jack onto cable
4. Install new camera using Tapcon masonry screws- use all available screw holes on camera base to affix camera to building (up to 4 screws per camera)
5. Seal base of camera
6. Apply O-Ring lubrication to dome O-Ring
7. Input static IP address into camera (may be performed prior to installing camera)
8. Set up shot and focus; confirm with CBSD
9. Clean up work area
10. Note camera location change for As-Built drawings

Installation pricing is based on the following labor estimates:

- a. Team of 2 technicians
- b. Work Day: Monday-Friday 8:00AM-5:00PM
- c. Approximately 1 Hour per day for check-in, mobilization
- d. Approximately 3.5 hours to perform above Steps 1-10, per camera, which equals 4 cameras replaced per day

Project: Central Bucks School District - Install 210 New IP Cameras
 Quote #: SDTQ15045

Page 1 of 2

e. At the rate of 8 cameras per day the estimated time to complete the replacement of 210 cameras is 26 business days

Initial Terms

1. Price and terms of this quote are not subject to verbal changes or other agreements unless in writing by SDT. All quotes are contingent upon acts beyond SDT control. Prices based on cost and conditions existing on day of quote and are subject to change by SDT before final acceptance.
2. Purchaser assumes liability for patent and copyright infringement when goods are supplied to purchasers specifications.
3. Price is in effect for 60 days from the date of the original quote.
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9. All Panel and Field Terminations are NOT INCLUDED unless specifically noted in the quotation.
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12. All software and data files will remain intellectual property of Security and Data Technologies unless project specification requires other.
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Accepted By: _____

Date: _____

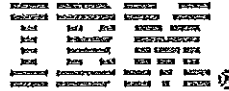
PO: _____

Submitted By: Ed Shuhart

Quote name 150379150
Confirmation number 150379150
Last modified November 13, 2013 6:25:07 PM GMT
Expires January 31, 2014
Prepared for Jesse Roos
Marc Moser
Primary phone: 1-800-656-0833 x35305
Sales representative contact Primary e-mail: mmoser@us.ibm.com
PRICING PER PA STATE CONTRACT 4400008767

Part Number	Description	Quantity	Approved		
			Component Price	Line/Configuration	Total Price
				(per configuration unit)	(Quantity x Config unit price)
Configuration for IBM System x3550 M4		6		\$6,696.10	\$40,176.60
7914AC1	IBM System x3550 M4	1	\$6,184.10	\$6,184.10	
A1HJ	x3550 M4 PCIe Riser Card 1 (1 x16 LP Slot)		\$38.35		
A1HG	x3550 M4 4x 2.5" HDD Assembly Kit		\$64.35		
A229	IBM System x Gen-III CMA		\$18.85		
4161	IBM UltraSlim Enhanced SATA DVD-ROM		\$57.85		
A1HL	x3550 M4 PCIe Gen-III Riser Card 2(1 x16 FH/HL Slot)		\$38.35		
3578	QLogic 8Gb FC Single-port HBA for IBM System x	2	\$1,519.70		
A1H3	IBM System x3550 M4 2.5" Base Without Power Supply		\$155.35		
A1H6	IBM System x 550W High Efficiency Platinum AC Power Supply	2	\$388.70		
A2B7	Add Intel Xeon Processor E5-2643 4C 3.3GHz 10MB 130W W/Fan		\$919.75		
A2U6	IBM System x Advanced Lightpath Kit		\$44.85		
A24L	4GB (1x4GB, 2Rx8, 1.5V) PC3-12800 CL11 ECC DDR3 1600MHz LP RDIMM	6	\$448.50		
A2B4	Intel Xeon Processor E5-2643 4C 3.3GHz 10MB Cache 1600MHz 130W		\$935.35		
A347	ServeRAID M5110 SAS/SATA Controller for IBM System x		\$194.35		
6263	4.3m, 10A/100-250V, C13 to IEC 320-C14 Rack Power Cable	2	\$24.70		
A2XB	IBM 146GB 15K 6Gbps SAS 2.5" SFF G2HS HDD	3	\$719.55		
A228	IBM System x Gen-III Slides Kit		\$31.85		
A22D	x3550 M4 ODD Cable		\$12.35		
A1H9	IBM System x3550 M4 Planar		\$571.35		
5374CM1	Configuration Instruction	1	\$0.00	\$0.00	
67567X7	3 Year Onsite Repair 24x7 4 Hour Response	1	\$512.00	\$512.00	

	Total before savings				\$60,924.00
06	Your savings				\$20,747.40
07	Subtotal				\$40,176.60
	Total				\$40,176.60



This following information is to be considered IBM CONFIDENTIAL and not to be disclosed outside of your organization.

This quote is provided based on Commonwealth of PA, DGS Contract Number 4400008774

Please note that we did not include a rack with this proposal. Additionally, this unit is a customer set up unit.

OPTION 1 : V7000 with 65.5 TIBs (usable binary capacity-RAID5):

(3) V7000 Modules including (1) Controller

(72) 1.2 TB/10K RPM HDDs

Total Physical Capacity: 86.40 TBs

List Price: \$ 272,676.00 Net Price: \$ 96,922.80

3 years hardware maintenance, 24x7 coverage: \$ 6,174.00

TOTAL NET PRICE for Hardware/Software/ 24x7 Maintenance :

\$ 103,096.80

OPTION 2 : V7000 with 109.1 TIBs (usable binary capacity-RAID5):

(5) V7000 Modules including (1) Controller

(120) 1.2 TB/10K RPM HDDs

Total Physical Capacity: 144 TBs

List Price: \$ 441,344.00 Net Price: \$ 135,529.12

3 years hardware maintenance, 24x7 coverage: \$ 9,198.00

TOTAL NET PRICE for Hardware/Software/ 24x7 Maintenance :

\$ 144,727.12

SAN SWITCH PORT ACTIVATION

Per your request for port activation on your installed 2005-B16's. The price for a single 4-Port activation on a 2006-B16 would cost \$ 1,099.00 per feature. This feature does not provide any SFP's. Please validate that you do have the necessary SFPs'.

If you need (2) 8-port activations for your SAN units, total cost would be

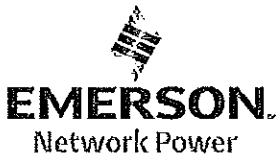
\$ 4,396.00

DS3400 Partition Activation (Host connect)

Per your request, to add additional Host connections beyond 4 and allow for 5-16 partitions (connections) is feature 39R6536. Total cost would be: \$1,615.00

If you have any questions, please contact me.

Bob Burgess
484-706-1215
bburgess@us.ibm.com



115 Sinclair Rd.
Bristol, PA 19007
FAX: (215) 785-1530
PH: (215) 785-5950

COMPANY:	Central Bucks SD	PROPOSAL #:	Q01574268
ATTN:	William Slawter	PAGES:	7
FAX:		DATE:	Nov 22, 2013
FROM:	Sean Murphy		
PROJECT:	CENTRAL BUCKS SCHOOL DISTRICT – 45 KW APM UPS		

ALL PRICING IS PER PEPPM AGREEMENT 2013

We are pleased to provide our quotation for the following Emerson Network Power system for your consideration on this project.

One (1) UPS Capacity: 45 kVA / 45 kW Liebert APM Three Phase Uninterruptible Power Supply, model NRC40CCSAHA3O85, with the following features and characteristics:

- System Input Voltage 480 VAC (3 Phase, 3 wire plus ground)
- System Output Voltage 208/120 VAC (3 Phase, 3 or 4 wire plus ground)
- UPS frame designed for and scalable from 15 kVA to 45KVA
- Internal battery system to conserve floor space
- Dual input (208V systems only), true on-line, double conversion
- Pulse-width modulated (PWM) rectifier
- Temperature compensated separate battery charger to allow use with valve-regulated lead acid (VRLA), wet cell lead acid, and NiCad battery systems
- Pulse-width modulated (PWM) inverter
- Automatic continuous duty static transfer switch
- Digital Signal Processing (DSP) based monitoring and control system
- Back-lit LCD Graphic Display with multilingual support and user friendly navigation menu
- Alarm History Database
- Three (3) Intellislots™ Communication Ports
- Air flow is from front to top (requires 24 inch clearance above unit)
- IP 20 enclosure
- Casters and leveling feet
- Meets ISTA transportation requirements
- FCC Part 15, Class A
- UL and cUL Listed to UL Standard 1778
- Withstand rating: 65kAIC

Ship-Loose System Accessories Include:

- (1) IntelliSlot Velocity/Life.Net Card; P/N: IS-UNITY-DP; Offers a web interface to monitor and configure the Life.net and Emerson Network Power proprietary protocols for use with the Emerson Life Station, Liebert Nform and Emerson Trellis. It allows you to select and configure two of the available third party protocols – SNMP, Modbus or BACnet for interfacing to Building Management Systems.
- One (1) External AccuVAR TVSS; P/N: ACV480D110R

Liebert APM Battery Cabinet System rated to provide 12 minutes, 2 x HX internal battery backup for a UPS Capacity: 45 kVA / 45 kW load with the following features:

- UPS includes two strings of EnerSys DataSafe HX150-FR VRLA batteries, to save external floor space
- Internal battery system is fused and provides a disconnecting means for servicing

Liebert APM Bypass Distribution Cabinet, model NRMB1A4C2RA0Q46, with the following features:

- Front Access service design
- Casters and leveling feet
- Three breaker wrap-around maintenance bypass with interlock by solenoid key release (SKRU)
- Integral 225 Amp, 54 pole SqD bolt/plug-in panelboard
- Shipped separately and include interconnecting cables for bolting the MBP-T cabinet to the right side of the UPS

UPS System Start-up Services , including the following: Start-up includes one site trip by a LS customer engineer after the UPS has been installed. The site trip includes the following services for one UPS module: non-powered inspection, UPS electrical and operational checkout, full parts and labor for any remedial work required on the UPS or battery cabinets, and customer operation training. Start-up also includes remedial onsite labor, parts, and travel for the full one-year warranty period.

- Startup is scheduled at the customers designated time
- One preventive maintenance visit during the first year scheduled at customer's convenience. The PM will include the following services for one UPS module: consult with personnel responsible for the equipment, visually inspect internal sub-assemblies and major components, check all mechanical connections for tightness and heat discolorations, clean any foreign material and dust from internal compartments, check status of all alarm circuits, calibrate equipment to manufacturer's specifications, check the normal operation of the system, check battery transfer/discharge and perform a short duration battery run, perform any required engineering field changes, return unit to operational service with normal load then verify the output.

Customer training on the customer site:

- (1) Basic On Site Cust. Training - Half Day CE Rate 7x24
- (1) 4 Hour Load Back Test and Commissioning Reports

Terms & Conditions:

- Quotation Valid for 45 days
- Price does not include tax
- Terms are Net 30 Days, subject to manufacturer's approval
- Liebert standard Terms & Conditions apply (see attached, T&C's available at <http://www.liebert.com/purchaseagreement.htm>)

- Please address Purchase Orders to:

Liebert Corporation c/o DVL, Inc.
115 Sinclair Rd.
Bristol, PA 19007

Total Price Including Freight, NOT TAX

USD \$49,925.52

Sean Murphy
Account Representative

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

December 2, 2013

FOR ACTION: School Board Policies for First Reading

School Board Policy 122 – Extracurricular, Cocurricular Activities and Athletics

Policy 122 is being revised to correctly list marching band and non-school musical select ensembles as cocurricular activities. With this change, the policy now reflects what has been in practice.

School Board Policy 832 – Email Retention

The District currently has no Board policy governing the retention of email messages. At the present time, email messages are deleted, or purged, from the Microsoft Exchange Email server on a routine schedule adopted by the Administration; however, a copy of all email messages that enter or leave the District is stored on the Barracuda Email Archiver, for an indefinite period of time. Physical space limitations and computing performance dictate a need to periodically purge email from the Email Archiver. A schedule to permanently delete or purge email from the Email Archiver after 37 months is proposed. There will be no expectation that email will be able to be retrieved once it has been purged/deleted from the Email Archiver. This process would be automated, and would only be overridden by court order or with the authorization of the Superintendent or School Board of Directors in response to litigation or other interests of the district.

RECOMMENDATION:

The administration is recommending that School Board Policy 122 – Extracurricular, Cocurricular Activities and Athletics, and School Board Policy 832 – Email Retention be tabled so that the proposed policies can be posted on-line for public review.

CENTRAL BUCKS SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: EXTRACURRICULAR,
COCURRICULAR ACTIVITIES
AND ATHLETICS

ADOPTED: July 23, 2002

REVISED: May 13, 2008

	122. EXTRACURRICULAR, COCURRICULAR ACTIVITIES AND ATHLETICS
1. Purpose	<p>The Board believes that the district's goals and objectives are best achieved by a diversity of learning experiences, some of which are more appropriately conducted outside the regular curricular program of the schools.</p> <p>All learning experiences offered by the schools, curricular and extracurricular, shall be planned and integrated toward attainment of the district's educational objectives.</p>
2. Definitions Title 22 Sec. 12.1 Pol. 123	<p>For purposes of this policy, extracurricular activities shall be those programs that are sponsored or approved by the Board and are conducted wholly or partly outside the regular school day; are marked by student participation in the processes of initiation, planning, organizing, and execution; and are equally available to all students who voluntarily elect to participate. Examples of activities that are considered extracurricular activities include, but are not limited to, athletics, clubs, marching band, school plays, and student council.</p> <p>For purposes of this policy, cocurricular activities are those activities that are sponsored by the Board, are offered for credit toward graduation, and and/or have required components of their programs that require attendance at and participation in activities scheduled during nonschool hours. Examples of activities that are considered cocurricular activities include, but are not limited to, choir and band performances and practices during non-school hours, marching band, non-school hour musical select ensembles, world language travel for credit, and non-school hour field trips which are connected to a certain course or class during school hours.</p>
3. Authority SC 511 20 U.S.C. Sec. 4071 et seq Pol. 103	<p>The Board shall make school facilities, supplies and equipment available and shall assign staff members for the support of extracurricular activities for students. Such availability and assignment shall be in accordance with the Equal Access Act.</p> <p>Any extracurricular activity shall be considered to be under the sponsorship of this Board when it has been approved by the Superintendent or his/her designee.</p>

<p>4. Delegation of Responsibility</p> <p>5. Guidelines</p> <p>Title 22 Sec. 12.1, 12.4</p> <p>20 U.S.C. Sec. 4071 et seq</p>	<p>The Superintendent or designee shall prepare procedures to implement the extracurricular activities program.</p> <p>Guidelines shall ensure that the program of extracurricular activities:</p> <ol style="list-style-type: none"> 1. Assesses the needs and interests of and is responsive to district students. 2. Involves students in developing and planning extracurricular activities. 3. Ensures provision of competent guidance and supervision by staff. 4. Guards against exploitation of students. 5. Provides for continuing evaluation of the program and its components. 6. Ensures that all extracurricular activities are open to all students and that all students are fully informed of the opportunities open to them. <p><u>Equal Access Act</u></p> <p>The district shall provide secondary students the opportunity for noncurricular-related student groups to meet on the school premises during noninstructional time for the purpose of conducting a meeting within the limited open forum on the basis of religious, political, philosophical, or other content of the speech at such meetings. Such meetings must be voluntary, student-initiated, and not sponsored in any way by the school, its agents or employees. Noninstructional time is the time set aside by the school before actual classroom instruction begins or after actual classroom instruction ends.</p> <p>The meetings cannot materially and substantially interfere with the orderly conduct of the educational activities in the school.</p> <p>The Superintendent or designee shall establish the length of sessions, number per week, and other limitations deemed reasonably necessary.</p> <p>The district retains the authority to maintain order and discipline on school premises to protect the well-being of students and employees and to ensure that student attendance at such meetings is voluntary.</p>
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<p>Pol. 227</p>	<p style="text-align: center;">CODE OF CONDUCT</p> <p>Student participation in any cocurricular/extracurricular/athletic activity is a privilege, which may be revoked or suspended when the established rules or regulations are violated. Students who desire to participate in cocurricular/extracurricular/athletic activities are expected to properly conduct themselves at all times. Each program may establish additional rules, which apply specifically to that program. The rules and regulations in this code shall apply to any on and off school premises violation. It is the responsibility of the student to become familiar with and follow the guidelines in this code. The following misconduct shall constitute grounds for immediate suspension and potential expulsion from practices, participation in interscholastic practices and competition, and/or participation in cocurricular/extracurricular activities. These violations need not result in a citation from the local police or an arrest in order to be considered a violation of this Code of Conduct.</p> <ul style="list-style-type: none"> • Any violation of law or conduct by a student participant that is determined by the coach/advisor and school administration to be detrimental to the cocurricular/extracurricular or athletic program may result in suspension and/or dismissal from the sport/activity. Before permanent dismissal from the activity occurs, a conference will be held with the student, coach/advisor, parent/guardian and administrator. • Violations of these guidelines will result in at least a suspension from one (1) game/contest/performance, but may also result in dismissal from the program/activity/sport. • A student who is suspended out of school as per Policy 227 may not participate in any activity after school on the day of the suspension. For suspensions that carry from the end of the week to the beginning of the following week or extend over nonschool days, the student will not be permitted to participate in any activity that is scheduled for those days. • A student found in violation of this Code of Conduct may be referred to the Student Assistance Team. <p><u>Unsportsmanlike Conduct</u></p> <p>A display of unsportsmanlike/inappropriate behavior directed toward an opponent, teammate, official, coach/advisor, or another student or the use of profanity is unacceptable at any time. The coach/advisor and/or an administrator will address all offenses. If this occurs during a practice, contest or activity, it will result in an immediate action. If this type of behavior occurs more than once, a student may be suspended from the program. Students are not permitted to be with the team/student</p>
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Pol. 218.1	<p>group during the suspension. Gross misconduct by any athlete/student will mean immediate removal/suspension from the team/activity.</p> <p>This misconduct may include, but is not limited, to:</p> <ol style="list-style-type: none">1. Verbal/Physical abuse of participant, official, teammate, coach, and teacher or staff member.2. The use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes.3. Causing or attempting to cause physical injury to a school employee, school student or any other person. Physical injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision.4. Knowingly possessing, handling, or transporting any object or material that is ordinarily or generally considered a weapon, capable of harming another or intended to be used for unlawful purposes, while on school property and/or at a school-sponsored event. A student, who possesses, handles or transports a weapon on behalf of another student, even if without intent to use the weapon, shall have violated this Code of Conduct.5. Threatening or intimidating any student for the purpose of obtaining money or anything of value from this student.6. Use of abusive language, or obscene gestures, or willful indecent exposure. <p><u>Theft Or Malicious Destruction Of Property</u></p> <p>This misconduct shall include, but is not limited to, willfully causing or attempting to cause damage to school property, stealing or attempting to steal private or school property.</p> <ol style="list-style-type: none">1. First Offense: The individual will be suspended from the program. At the end of this suspension period, following conference with the head coach/advisor and school administrator, a decision regarding reinstatement will be made. Return of stolen items and/or restitution must occur prior to the possibility of reinstatement. Police will be notified.2. Subsequent Offense: A subsequent offense will result in a dismissal from the program and a referral of the student to the school administrator for other appropriate disciplinary action. Police will be notified.
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<p>Pol. 227</p>	<p><u>Illegal Activity</u></p> <p>Engaging in any other activity forbidden by the laws of the State of Pennsylvania, that actively constitutes a danger to other students or interferes with school purposes, including participation in the use of alcohol/drugs will constitute a Code of Conduct violation. Participants in athletic or other extracurricular/cocurricular activities are expected to avoid the consumption, possession, or distribution of drugs/alcohol, and to refrain from involvement in any illegal activities. They are also expected to avoid activities in which alcohol or any illegal substance is being used or presented with the possible intent of use. While participating in an athletic or other extracurricular activity, no student will use, possess or distribute alcoholic beverages, steroids, controlled substances, look-alikes, or possess drug-related paraphernalia on or off school property.</p> <p>Any student, who has been adjudicated delinquent, found guilty of a crime, offers a plea of guilty or a plea of no contest related to an activity committed on or off school property will be dismissed from participation by administration.</p>
<p>Pol. 218, 233</p>	<p>In cases described above, a central office hearing may also be convened to determine other appropriate disciplinary action up to and including expulsion.</p>
	<p><u>Threats, Bullying, Intimidation, Hazing And/Or Initiation Ceremonies</u></p>
<p>Pol. 247, 249</p>	<p>The school district believes that students must be protected from threats, bullying, intimidation, hazing and/or initiation ceremonies. All verbal, written, or physical conduct that harasses, humiliates, or persecutes students, or disrupts or interferes with any student's curricular or extracurricular experiences will not be tolerated.</p>
<p>Pol. 218, 233</p>	<p>Any student found, after investigation, to have engaged in any forms of this misconduct would be subject to disciplinary actions up to and including expulsion.</p> <p>Any student who witnesses or has knowledge of such misconduct activities and fails to report such actions will also be subject to appropriate disciplinary actions.</p>
<p>35 P.S. Sec. 807.1 Pol. 227</p>	<p><u>Performance-Enhancing Supplements</u></p> <p>In order to minimize health and safety risks to student-athletes and maintain ethical standards, students will not supply, recommend or use any drug, medication, or food supplement solely for performance-enhancing purposes.</p> <p>The Board prohibits the use of anabolic steroids by students involved in school-related athletics, except for a valid medical purpose. Bodybuilding and muscle enhancement of athletic ability are not valid medical purposes.</p>

<p>35 P.S. Sec. 807.2 Pol. 233</p> <p>Pol. 227</p>	<p>Students shall be made aware of the dangers of steroid use; that anabolic steroids are classified as controlled substances; and that use, unauthorized possession, purchase or sale could result in suspension, expulsion and/or criminal prosecution.</p> <p>No student shall be eligible to resume participation in cocurricular, extracurricular, or athletic activities unless a medical determination has been submitted verifying that no residual evidence of steroid use exists.</p> <p>In addition to the parameters set forth in a violation of Policy 227, Controlled Substances, the following minimum penalties are prescribed for any student athlete or extracurricular activity participant found in possession of or using anabolic steroids:</p> <ol style="list-style-type: none"> 1. For a first violation, suspension from school athletics for the remainder of the season. 2. For any subsequent violation, dismissal from the extracurricular, cocurricular and/or athletic activities. <p>References:</p> <p>School Code – 24 P.S. Sec. 510, 511</p> <p>State Board of Education Regulations – 22 PA Code Sec. 12.1, 12.4</p> <p>Steroids – 35 P.S. Sec. 807.1 et seq.</p> <p>Equal Access Act – 20 U.S.C. Sec. 4071 et seq.</p> <p>Board Policy – 103, 123, 218, 218.1, 222, 227, 233, 247, 249</p>
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CENTRAL BUCKS SCHOOL DISTRICT

SECTION: 832

TITLE: EMAIL RETENTION

ADOPTED:

REVISED:

832. EMAIL RETENTION	
1. Purpose	<p>The Board supports use of the email to facilitate and enhance the communication requirements of the District.</p> <p>Physical limitations and processing capabilities do not allow for the indefinite retention of email. A routine schedule for the purging or deletion of email is defined herein.</p> <p>Email is not intended for permanent storage of District records. A panoply of federal and state laws dictate various record retention requirements. Email is not the mechanism for meeting those requirements. It is each employee's responsibility to save and/or file email that he or she receives that is otherwise required to be retained by law beyond the purge/deletion schedule. If an employee is uncertain as to whether or not an email should be retained beyond the <i>purge/deletion schedule</i>, the employee should contact their supervisor for clarification. Email the employee needs to save and/or file for access beyond the <i>email purge/deletion schedule</i> shall be either: (1) saved to some other storage media (that is not the District email system), (2) printed on paper and filed as appropriate. Emails older than prescribed by the <i>email purge/deletion schedule</i> will be purged/deleted by the District's information technology department via automated processes.</p>
Policy 216	Email shall not for any purpose constitute a student records maintenance site.
2. Definitions	<p>Email – electronic messages sent or received using the District's on-premise electronic mail server hardware, software, and stored on the District's on-premise storage media.</p> <p>Email Archiver - the District's on-premise server, hardware, software, and storage media that stores and maintains a copy of all of the District's email. This system is "read-only" and email may only be deleted/purged from this system by the Director of Information Technology (or his/her designee) according to the <i>email purge/deletion schedule</i>. The Email Archiver shall contain at least the email stored on any Email Backup media and any media related to "Email" as defined above.</p> <p>Email Backup - the District's on-premise server, hardware, software, and storage</p>

<p>3. Guidelines</p>	<p>media that stores and maintains disaster recovery files for the District's email. Email Backup shall be for the purpose of disaster recovery, and not email archiving or email archival retrieval. The Email Archiver shall contain at least the email stored on any Email Backup media.</p> <p>Email System - the District's on-premise server, hardware, software, and storage media related to email; including Email, Email Archiver, and Email Backup.</p> <p>Email Purge/Deletion Schedule</p> <p>Email Server and Backups The Director of Information Technology shall designate a schedule for the deletion/purging of email from the systems defined in this policy as Email and Email Backup (email purged/deleted from these systems will still be accessible via the Email Archiver).</p> <p>Email Archiver Email shall be purged/deleted from the Email Archiver 37 months from the anniversary date of the email. This shall be an automated process and without prejudice. There should be no expectation that email will be able to be retrieved once it has been purged/deleted from the Email Archiver.</p> <p>Exceptions to the Purge/Deletion Schedule</p> <ol style="list-style-type: none">1. By specific court order, email meeting the specific criteria of the court order will be maintained in the Email Archiver beyond the Email/Purge Deletion Schedule.2. By written order of the Superintendent, email meeting the specific criteria of the Superintendent's order will be maintained in the Email Archiver beyond the Email/Purge Deletion Schedule (which may be made in response to litigation or other interests of the District).3. By written order of the School Board of Directors, email meeting the specific criteria of the order will be maintained in the Email Archiver beyond the Email/Purge Deletion Schedule (which may be made in response to litigation or other interests of the District).4. There shall be no other exceptions to the Purge/Deletion Schedule beyond those noted in items 1, 2, and 3 above. <p>References: Policy 216: Student Records</p>
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**CENTRAL BUCKS SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING**

December 2, 2013

FOR ACTION: Adoption of 2014 School Board Calendar

A schedule of School Board meetings need to be published each year in a newspaper of general circulation. For calendar year 2014 the second and fourth Tuesday at 7:30 p.m. will continue as Board meeting nights. For the months of July, August, November, and December there will be just one Board meeting each month scheduled. All meetings will begin at 7:30 p.m., with the exception of the Monday, December 1 Board Reorganization and Regular Board meeting which will begin at 7:00 p.m.

January 14, 28
February 11, 25
March 11, 25
April 8, 22
May 13, 27
June 10, 24
July 22
August 26
September 9, 23
October 14, 28
November 11
December 1 (Monday, 7:00 p.m.)

RECOMMENDATION:

The administration is recommending approval of the 2014 School Board Calendar.

The Central Bucks Board of School Directors will hold its regular public Board meetings for calendar year 2014 on the second and fourth Tuesday of the month at the Central Bucks Educational Services Center, 16 Welden Drive, Doylestown, PA., beginning at 7:30 p.m. For the months of July, August, November, and December there will be just one Board meeting each month scheduled. The Monday, December 1, 2014 meeting will be a combined Reorganization and Regular Board meeting and will begin at 7:00 p.m.

The dates of the meetings are as follows:

2014 BOARD MEETINGS

Tuesday, January 14, 2014
Tuesday, January 28, 2014

Tuesday, February 11, 2014
Tuesday, February 25, 2014

Tuesday, March 11, 2014
Tuesday, March 25, 2014

Tuesday, April 8, 2014
Tuesday, April 22, 2014

Tuesday, May 13, 2014
Tuesday, May 27, 2014

Tuesday, June 10, 2014
Tuesday, June 24, 2014

Tuesday, July 22, 2014

Tuesday, August 26, 2014

Tuesday, September 9, 2014
Tuesday, September 23, 2014

Tuesday, October 14, 2014
Tuesday, October 28, 2014

Tuesday, November 11, 2014

Monday, December 1, 2014 (7:00 p.m.)

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

December 2, 2013

FOR ACTION: Personnel Items

The following pages include resignations, a position eliminated, and unpaid leaves of absence; appointment of support staff, long-term substitute teachers, long-term per diem substitute teachers, community school staff, classification changes, and EDR changes.

RECOMMENDATION:

The administration is recommending that the Board approve resignations, a position eliminated, and unpaid leaves of absence; appointment of support staff, long-term substitute teachers, long-term per diem substitute teachers, community school staff, classification changes, and EDR changes.

RESIGNATIONS

Name: Marshall Claffy
Position: Spanish teacher – Unami Middle School
Effective: January 14, 2014

Name: Kimberly Cole
Position: Instructional Support Teachers – Educational Services Center
Effective: January 14, 2014

Name: Mindy Freedman
Position: Special Education Assistant – Central Bucks High School – East
Effective: November 22, 2013

Name: Amy Griffiths
Position: Basic Skills Instructional Assistant – Buckingham Elementary School
Effective: November 18, 2013

Name: Patricia Hannon
Position: Basic Skills Instructional Assistant – Gayman Elementary School
Effective: November 15, 2013

Name: Tracy Pagbaya
Position: Basic Skills Instructional Assistant – Butler Elementary School
Effective: November 8, 2013

Name: Bernadette Panitz
Position: Duty Assistant – Central Bucks High School – South
Effective: December 12, 2013

POSITION ELIMINATED

Name: Kathleen Gozdan
Position: Personal Care Assistant – Titus Elementary School
Effective: November 15, 2013

UNPAID LEAVES OF ABSENCE

Gabrielle Fanelli Special Education teacher – Kutz Elementary School
February 27, 2014 – April 21, 2014

Briana Jaworski Elementary teacher – Groveland Elementary School
February 24, 2014 – August 2015

UNPAID LEAVES OF ABSENCE (Cont'd)

Megan Stewart Special Education teacher – Groveland Elementary School
February 5, 2014 – April 30, 2014

Rachel Stolzenberg Elementary teacher – Jamison Elementary School
November 12, 2013 – August 2014

Alicia Tagye Elementary teacher – Warwick Elementary School
January 27, 2014 – August 2014

Jill Treude Elementary teacher – Pine Run Elementary School
January 27, 2014 – August 2014

APPOINTMENTS

Name: Joseph Babinetz
Position: Personal Care Assistant – Tohickon Middle School
\$12.01 per hour
Effective: November 25, 2013
Reason: Employee Resignation

Name: Michele Engelbert
Position: (Part-time) Operations Intern – Operations Department
\$14.00 per hour
Effective: December 2, 2013
Reason: New Position

Name: Trisha Michael
Position: Basic Skills Instructional Assistant – Buckingham Elementary School
\$13.74 per hour
Effective: November 18, 2013
Reason: Employee Resignation

Name: Marla Porreca
Position: Special Education Assistant – Holicong Middle School
\$13.74 per hour
Effective: November 21, 2013
Reason: Employee Resignation

Name: Karen Szczesniak
Position: Special Education Assistant – Central Bucks High School – South
\$13.74 per hour
Effective: November 11, 2013
Reason: Employee Resignation

APPOINTMENTS (Cont'd)

Name: Anupama Vedula
Position: Temp Educational Assistant – Butler Elementary School
\$13.74 per hour
Effective: October 16, 2013
Reason: Employee Resignation

Name: Taylor Viniarski
Position: Special Education Assistant – Central Bucks High School – West
\$13.74 per hour
Effective: November 25, 2013
Reason: Employee Resignation

LONG-TERM SUBSTITUTE TEACHERS

Name: Stephanie Levitt
Position: ESL teacher – Mill Creek Elementary School
\$20,804 per annum (B+0 credits, Step 1)
Effective: February 3, 2014 until the end of the 2013-2014 school year

Name: Lauren Nieves
Position: Elementary teacher – Linden Elementary School
\$24,461 per annum (B+0 credits, Step 1)
Effective: January 2, 2014 until the end of the 2013-2014 school year

Name: Jaclyn Timko
Position: Mathematics teacher – Central Bucks High School – East
\$28,066 per annum (B+0 credits, Step 1)
Effective: November 25, 2013 until the end of the 2013-2014 school year

LONG-TERM PER DIEM SUBSTITUTE TEACHERS

Name: Daniel Andrzejewski
Position: Science teacher – Unami Middle School
\$19.75 per hour
Effective: November 20, 2013

Name: Nicole Roche
Position: Art teacher – Bridge Valley/Doyle Elementary Schools
\$17.50 per hour (10/30/13 – 10/31/13)
\$19.75 per hour (11/1/13 – through end of assignment)
Effective: October 30, 2013

COMMUNITY SCHOOL STAFF

<u>Name</u>	<u>Position</u>	<u>Rate/Hour</u>
Shelly Bik Earley	After School Instructor 2	\$17.30/hour
Barbara Cornelius	Before/After School EA	\$13.74/hour
Catherine Keller	After School Instructor 2	\$17.30/hour
Tyler Miller	After School EA	\$13.74/hour
Cassie Zliceski	Before/After School ED	\$13.74/hour

CLASSIFICATION CHANGES

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Leslie Jaedicke	Office Clerk Doyle No Change In Salary	Science/Curriculum Clerk ESC No Change In Salary	11/18/13

The following long term elementary substitutes have been awarded Temporary Professional Employee status:

<u>Name</u>	<u>Level</u>	<u>Assignment</u>	<u>TPE Status (FTE)</u>	<u>Effective</u>
Bianchini, Kiera L.	Elementary	Special Education	1.0	Effective 8/26/2013
Cohen, Jacqueline A.	Elementary	Teacher	1.0	Effective 8/26/2013
Coler, Kimberly	Elementary	Teacher	1.0	Effective 8/26/2013
DelBosque, Katherine M.	Elementary	Music Teacher	.6	Effective 8/26/2013
Donohue, Jill P.	Elementary	Teacher	1.0	Effective 8/26/2013
Hicks, Stephanie L.	Elementary	Teacher	1.0	Effective 8/26/2013
Hiriak, Michelle L.	Elementary	Librarian	.8	Effective 8/26/2013
Kelly, Amanda B.	Elementary	Music Teacher	1.0	Effective 8/26/2013
Martini, Jena L.	Elementary	Special Education	1.0	Effective 8/26/2013
Meade, Leesa B.	Elementary	Reading Specialist	.5*	Effective 8/26/2013
Mele, Alexis M.	Elementary	Student Support Counselor	1.0	Effective 8/26/2013
Mullen, Sarah A.	Elementary	Teacher	1.0	Effective 8/26/2013
Niszcza, Elizabeth	Elementary	Student Support Counselor	1.0	Effective 8/26/2013
Pang, Catherine K.	Elementary	Special Education	1.0	Effective 8/26/2013
Schubert, Ruth	Elementary	Art Teacher	1.0	Effective 8/26/2013
Sutton, Ellen M.	Elementary	Teacher	1.0	Effective 8/26/2013
Theis, Allison P.	Elementary	Art Teacher	1.0	Effective 8/26/2013
Woerner, Christina A.	Elementary	Special Education	1.0	Effective 8/26/2013
McKenna, Amberleigh	Elementary	Teacher	1.0	Effective 1/1/2014
Bortz, Kathleen C.	Elementary	Teacher	.5	Effective 1/22/2014
Sparhawk, Kelly E.	Elementary	Teacher	.5**	Effective 1/22/2014

*Full assignment .5 TPE/.4 LTS status

**Full Assignment .5 TPE/.5 LTS status

Last Name	First Name	Assignment	Position	Status
Adams	Nicole	Secondary	Mathematics	1.0 TPE
Benner	Kaitlyn	Secondary	English	.64 TPE
Bittner	Kirsten	Secondary	Special Education	1.0 TPE
Camburn	Jill	Secondary	Special Education	1.0 TPE
Castor	Kelly	Secondary	Special Education	1.0 TPE
Cooley	Brandy	Secondary	French	1.0 TPE
Dyer	Alexandra	Secondary	Social Studies	1.0 TPE
Fiesser	Joanna	Secondary	Special Education	1.0 TPE
Fox	Bridget	Secondary	Library Sciences	1.0 TPE
Kehs	Melissa	Secondary	Mathematics	1.0 TPE
Kohler	Amanda	Secondary	English	.6 TPE/.4 LTS
Kolb	Jennifer	Secondary	Mathematics	1.0 TPE
Lockard	Kevin	Secondary	Chemistry	1.0 TPE
Mangold	Amanda Taylor	Secondary	Social Studies	1.0 TPE
Miller	Jami	Secondary	English	1.0 TPE
Mora	Elibeth	Secondary	Spanish	1.0 TPE
Nagle	Marissa	Secondary	Science	1.0 TPE
Poole	Jacqueline	Secondary	Special Education	1.0 TPE
Stitz	Gabrielle	Secondary	Social Studies	1.0 TPE
Striano	Gregory	Secondary	Secondary School Counselor	1.0 TPE
Sweeney	Kieran	Secondary	Social Studies	.7 TPE/.3 LTS
Weber	Danielle	Secondary	Special Education	1.0 TPE
Wilson	Zachary	Secondary	English	1.0 TPE

2013-2014		EDR CHANGES								
		EDR units	Longevity	Units paid	Name	V/JV/Both	B/G/Coed	New	Start Year	Total Paid
<i>West</i>		<i>assigning open units</i>								
Football	Asst	8-split		5	Tony Romeo				2006	\$1,334.65
	Asst			1	Greg Ward				na	\$266.93
			2	4	Dean Logan				2004	\$1,067.72
<i>West</i>		<i>assigning open units</i>								
Junior Class Advisor		5-split		1.25	Nancy Magee				na	\$333.66
				1.875	Melissa Kehs				na	\$500.49
				1.875	Alexandra Dyer				na	\$500.49

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

December 2, 2013

FOR ACTION: Courses of Study

Revised Course of Study for Algebra Lab

This course was revised to meet the needs of students who were not proficient on the PA Algebra 1 Keystone Exam.

Revised Course of Study for Algebra 2/Trig

This course was revised to shift some of the topics that were previously taught in Pre-calculus into our Algebra 2/Trig course better aligning with the PA Core Standards.

Employability

This course is designed to teach students with disabilities the skills to be better prepared for the work environment.

Independent Living Skills

This course prepares students with disabilities with skills for independence and navigating the community.

Stress Management and Healthy Living

This is a new elective, coeducational course providing students an opportunity to learn about stress, its causes, and various ways to effectively handle its impact on their life.

RECOMMENDATION:

The administration is recommending that the Board approve the Revised Course of Study for Algebra Lab, the Revised Course of Study for Algebra 2/Trig, the Course of Study for Employability, the Course of Study for Independent Living Skills, and the new Course of Study for Stress Management and Healthy Living.

CENTRAL BUCKS SCHOOL DISTRICT

Course of Study Recommendation for Adoption

Course: Algebra Lab

Date: 11/6/13

Student Level: Remedial

Grade Level: 10 - 11

Characterization of Course of Study:

Algebra Lab is a remediation course for students who have not yet met proficiency on the Algebra I Keystone Exam. Review topics include: linear functions and inequalities, systems of equations, exponents and polynomials, factoring polynomials, rational expressions, radicals, and data analysis. Problem solving, application, communication and reasoning are emphasized throughout the course. Students in this class will take the Algebra I Keystone Exam near the end of the course.

Criteria for Placement: Students who have earned a Basic or Below Basic on the Algebra I Keystone.

Reasons for Proposed Adoption:

Algebra Lab is a revised course to meet the needs of students who were not proficient on the PA Algebra I Keystone Exam. We are required to provide remediation for these students so they can be prepared to score proficient or advanced on the Algebra I Keystone Exam retest. We had to make major revisions to the course previously called Math Lab since that course addressed all of the PA standards and were not specific to one course.

10/10/2013
(Date of Approval)

Principals

11/13/2013
(Date of Approval)

Curriculum Committee

(Date of Approval)

The Board of School Directors

CENTRAL BUCKS SCHOOL DISTRICT

Course of Study Recommendation for Adoption

Course: Algebra 2/Trig

Date: 11/6/13

Student Level: Academic and Accelerated

Grade Level: 9 - 12

Characterization of Course of Study:

This course is designed for those students with good mathematical ability and interest who have mastered the concepts and skills of Algebra 1. Algebra 1 concepts are reviewed and extended. The topics of powers, roots, and radicals, quadratic equations, operations with rational equations and functions are stressed. Parent Graphs of higher order polynomials and rational functions, exponential and logarithmic functions, sequences and series, probability and data analysis, and trigonometric functions are addressed in this course.

Reasons for Proposed Adoption:

One of the reasons it was necessary to revise this course is some of the topics from our previous Algebra 2 course are now taught in Algebra 1. As a result, we need to shift some of the topics that were previously taught in Precalculus into our Algebra 2/Trig course. These are topics that have always been in our Algebra 2 textbook so there is no need to purchase new resources. Additionally, the content of this course was referenced with the PA Core Standards for mathematics.

10/10/2013
(Date of Approval)

Principals

11/13/2013
(Date of Approval)

Curriculum Committee

(Date of Approval)

The Board of School Directors

CENTRAL BUCKS SCHOOL DISTRICT
Course of Study
Recommendation for Adoption

Course: Employability

Date: September 24, 2013

Student Level: Secondary, Special Education

Grade Level: 10-12+

Characterization of Course of Study:

The Employability course is designed to teach students how to view themselves through the eyes of an employer. Students develop the skills necessary to become better prepared for the workforce as they focus on areas related to communication, attitude, self-advocacy, response to constructive criticism, teamwork, problem solving, and professionalism.

Reasons for Proposed Adoption:

The Employability course offers a classroom environment that fosters a growth mindset and celebrates progress as much as it celebrates mastery. The course allows students to actively participate in hands-on activities in order to practice real life scenarios in a supportive learning environment.

September 30, 2013
(Date of Approval)

Principals

November 13, 2013
(Date of Approval)

Curriculum Committee

(Date of Approval)

The Board of School Directors

CENTRAL BUCKS SCHOOL DISTRICT
Course of Study
Recommendation for Adoption

Course: Independent Living Skills

Date: September 24, 2013

Student Level: Secondary, Special Education

Grade Level: 10-12+

Characterization of Course of Study:

Independent Living Skills is designed to give students exposure to a variety of skills needed for independence, such as grocery shopping, cooking, health and safety, homecare, and navigating the community. These important life skills are used as a backdrop to practice activities of daily living and social skills.

Reasons for Proposed Adoption:

The Independent Living Skills course offers a classroom environment that fosters a growth mindset and celebrates progress as much as it celebrates mastery. The course allows students to actively participate in hands-on activities in order to practice real life scenarios in a supportive learning environment.

September 30, 2013
(Date of Approval)

Principals

November 13, 2013
(Date of Approval)

Curriculum Committee

(Date of Approval)

The Board of School Directors

CENTRAL BUCKS SCHOOL DISTRICT
Course of Study
Recommendation for Adoption

Course: Stress Management and Healthy Living

Date: November 2013

Student Level: All students

Grade Level: High School (Grades 10 – 12)

Characterization of Course of Study:

This course is an integration of physical activity and classroom experiences.

This elective, coeducational course provides students an opportunity to learn about stress, its causes, and various ways to effectively handle its impact on their life. Topics covered include: what is stress?, exercise, relaxation, nutrition, awareness based interventions, and behavioral techniques.

The main goals of the course are:

1. Equip students with a range of skills beneficial to stress management.
2. Students will be more effective in managing stress and emotion regulation, while also strengthening attention span.

Reasons for Proposed Adoption:

This is a new elective course at the High School level.

This revision is part of the on-going curriculum review cycle of the Central Bucks School District.

October 2013

(Date of Approval)

Principals

November 13, 2013

(Date of Approval)

Curriculum Committee

(Date of Approval)

The Board of School Directors

Revision Date

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

December 2, 2013

FOR ACTION: Student Trips

The CB West Madrigal Choir is planning to travel to Washington D.C. on December 14, 2013. The students have been invited, through audition and application, to sing for a holiday open house for invited guests of the President and Mrs. Obama. This occasion allows students a chance to perform in the White House. One teacher and twenty-four to thirty students plan to travel to Washington D.C. The cost of the trip will be \$50 per student. Provisions have been made for any students with a financial need.

RECOMMENDATION:

The administration is recommending that the Board approve the CB West Madrigal Choir to travel to Washington D.C. on December 14, 2013.

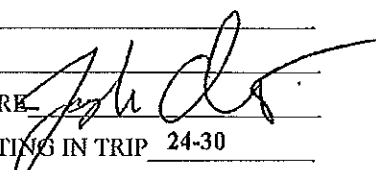


CENTRAL BUCKS SCHOOL DISTRICT
FIELD TRIP REQUEST —Board of School Directors Permission
 For Major Metropolitan Areas (New York City, Washington, D.C.)

DATE of REQUEST November 19, 2013

PERMISSION IS REQUESTED TO FACILITATE A FIELD TRIP TO

DESTINATION(S) The White House
 ADDRESS(ES) 1600 Pennsylvania Avenue, Washington, D. C.
 DATE(S) Saturday, December 14, 2013

NAME OF SCHOOL Central Bucks High School West
 SCHOOL GROUP (Band, Debate, Sports Team, etc.) Madrigal Choir
 NAME OF SCHOOL GROUP SPONSOR Dr. Joseph Ohrt SPONSOR SIGNATURE 
 NUMBER OF STUDENTS IN GROUP 24-30 NUMBER OF STUDENTS PARTICIPATING IN TRIP 24-30
 COST TO EACH STUDENT \$50.00 PROVISION FOR THOSE UNABLE TO PAY Scholarship or Fundraising
 MEANS OF FUNDING TRIP Student payment or Fundraising
 NUMBER OF TEACHERS 1 NUMBER OF PARENTS _____ = TOTAL NUMBER CHAPERONES 1

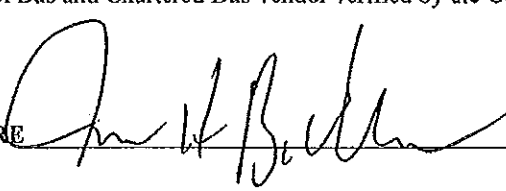
PARENT PERMISSION SLIPS FOR PARTICIPATING STUDENTS MUST BE ON FILE IN THE OFFICE OF THE PRINCIPAL PRIOR TO THE FIELD TRIP.

EDUCATIONAL PURPOSE FOR TRIP (Include objective, invitation, if applicable): Students have been invited through audition and application to sing for a holiday open house for invited guests of the President and Mrs. Obama. This occasion allows students a chance to perform in the White House.

PLEASE ATTACH A DETAILED ITINERARY.

TRANSPORTATION **Bus Company
 Airline (Name of Carrier) _____
 Other (Specify) School Bus

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

PRINCIPAL SIGNATURE  SCHOOL CB West
 DATE 11/19/13
 BOARD PRESIDENT SIGNATURE _____ APPROVAL DATE _____

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

December 2, 2013

FOR ACTION: Staff Conferences/Workshops

The following staff conferences/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>
Barbara Matas	Professional	11/22/13	Women in Engineering & Comp Sci	Philadelphia		90	
Totals this meeting						90	90
Year to date from last meeting					645	4,850	5,495
Totals year to date			General fund budget 55,250		645	4,940	5,585

RECOMMENDATION:

The administration is recommending that the Board approve the above staff to attend the listed conferences/workshops.