



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 MEETING

January 14, 2014

7:30 p.m.

H Factor will perform
7:15 p.m.

- I. Call to Order/Pledge of Allegiance/Roll Call
- II. Approval of School Board Meeting Minutes – December 2, 2013 Pages 1-26
- III. 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.
- IV. Superintendent's Report:
 - CB West Video Spotlight
 - School Board Recognition
- V. School Board Reports Pages 27-29
 - A. Curriculum Committee
 - B. Finance Committee
 - C. Human Resources Committee
 - D. Operations Committee
 - E. I.U. Board
 - F. Middle Bucks Institute of Technology
- VI. Recommendations for Action
 - A. Approval of a five year contract with ATI Physical Therapy to provide athletic training services. Pages 30-37
 - B. Approval of School Board Policies (first read) Pages 38-47
 - #231 Student Travel
 - #412 Evaluation of Professional Employees
 - #413 Evaluation of Temporary Professional Employees
 - C. Approval of School Board Policies Pages 48-56
 - #122 Extracurricular, Cocurricular Activities and Athletics
 - #832 Email Retention

This meeting is being recorded by the Central Bucks School District

D. Approval of Revised 2013-2014 School Calendar

Pages 57-58

E. Adoption of 2014-2015 School Calendar

Pages 59-60

F. Personnel Items

Pages 61-77

1. Resignations
2. Retirements
3. Unpaid Leave of Absence
4. Appointments
5. Long-Term Substitute Teachers
6. Long-Term Per Diem Substitute Teachers
7. Classification Changes
8. Community School Staff
9. Per Diem Substitute Teachers
10. Homebound Instructors
11. Per Diem Substitute Educational Assistants, Custodians, Substitute Van Drivers
12. EDRs

G. Student Items

Pages 78-81

1. Approval of Tuition Student for the 2013-2014 school year.
2. Approval of CB South Varsity Girls Winter Track and Field team to travel to New York. Dates are January 25, 2014.
3. Approval of CB West Chamber Choir to travel to New York. Dates are February 2, 2014.

H. Staff Conferences/Workshops

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VII. Adjournment

Upcoming Meetings: January 28, 2014
February 11, 2014

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

December 2, 2013

The Central Bucks Board of School Directors held its meeting on Monday, December 2, 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 7:07 p.m., followed by the Pledge of Allegiance.

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

James Duffy

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

Mr. Corr announced the Board met in Executive Session to discuss various personnel matters and contract negotiations.

SWEARING IN OF BOARD MEMBERS

Recently re-elected Board members Stephen A. Corr, Paul B. Faulkner, John H. Gamble, and Jerel P. Wohl were sworn in by the Honorable Jeffrey L. Finley.

Dr. Weitzel announced that re-elected Board members had Certificates of Election at their seats.

ELECTION OF TEMPORARY PRESIDENT

Motion by Stephen Corr, supported by John Gamble, to appoint Geryl McMullin as Temporary President.

Motion Approved 8-0.

ELECTION OF PRESIDENT

Motion by John Gamble, supported by Stephen Corr, to appoint Paul Faulkner as School Board President.

Motion Approved 8-0.

ELECTION OF VICE PRESIDENT

Motion by John Gamble, supported by Paul Faulkner, to appoint Stephen Corr as School Board Vice President.

Motion Approved 8-0.

Mrs. McMullin and Mr. Faulkner thanked Mr. Corr for his leadership and guidance to the Board and the district this past year.

APPROVAL OF MINUTES

Motion by John Gamble, supported by Joseph Jagelka, to approve the minutes of the November 12, 2013 school board meeting.

Motion Approved 8-0.

PUBLIC COMMENT

Mr. Faulkner announced that the Board has asked the Superintendent to work with the district insurance company to work toward a resolution in the language of health care benefits.

Dr. Marion Mass commented on school lunches and ways that CB might be able to integrate nutritional education into the curriculum so students make healthy food choices and thanked Aramark for changes implemented in the schools. Beth Darcy and Joe Gable commented on the budget and expressed their concerns on the surplus of funds. They would like the district to be mindful of how tax payer dollars are being spent.

SUPERINTENDENT'S REPORT

Dr. Weitzel presented Mr. Corr with a plaque as a token of thanks and appreciation for his commitment and dedication to the district. Mr. Corr thanked everyone for the gift and for their support.

2014-2015 Proposed Preliminary Budget

Mr. David Matyas, Business Administrator, presented the initial budget for the 2014-2015 school year. The proposed preliminary budget is \$299,482,939 which is a 3.03% increase. Most of the increase associated with the 2014-2015 budget is for mandated contributions into the school retirement system (PSERS) and contribution into the district's capital improvement fund to maintain school buildings. Mr. Matyas explained capital planning, relationship of debt payments to projected PSERS expenses, major sources of Pennsylvania state revenue, real estate assessed value trends, earned income tax trends, real estate transfer tax trends, interim real estate tax trends, and Act 1. Mr. Matyas discussed millage rates from 1992 to the present. For this current school year the millage rate is 0% and since 2011 these past few years have been the lowest millage rates experienced since 1993. Mr. Matyas noted some of the CB quality academic programs in past years, the high academic achievement and low cost of education, and some new educational initiatives for the 2014-2015 school year. The administration is asking the Board tonight for approval to post the preliminary 2014-2015 budget on the cbsd website for public review. When the state budget spreadsheet is available for data entry, the budget in state format will be posted to the website also. The final budget will be adopted at the end of May 2014.

SCHOOL BOARD REPORTS

The Operations Committee, BCIU, and MBIT Board minutes were noted and are Attachment A for informational purposes.

PROPOSED PRELIMINARY 2014-2015 BUDGET

Motion by Kelly Unger, supported by Stephen Corr, to approve the posting of the proposed preliminary 2014-2015 budget for public inspection.

Motion Approved 8-0.

CONTRACTS

Motion by Joseph Jagelka, supported by Stephen Corr, to approve the 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.

Motion Approved 8-0.

Motion by Stephen Corr, supported by Geryl McMullin, to approve the contract to Security & Data Technologies for the installation of 210 replacement cameras. The installation will be completed time and material – not to exceed \$90,707. This purchase is available on State Contract #4400010526.

Motion Approved 8-0.

Motion by Stephen Corr, supported by Geryl McMullin, to approve the contract to IBM for (6) new servers in the amount of \$40,176.60. This purchase is available on State Contract #4400008767.

Motion Approved 8-0.

Motion by Stephen Corr, supported by Geryl McMullin, to approve the 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.

Motion Approved 8-0.

Motion by Stephen Corr, supported by Geryl McMullin, to approve the 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.

Motion Approved 8-0.

SCHOOL BOARD POLICIES FOR FIRST READING

Motion by Stephen Corr, supported by John Gamble, to table School Board Policy 122 – Extracurricular, Cocurricular Activities and Athletics and School Board Policy 832 – Email Retention so that the proposed policies can be posted online for public review.

ADOPTION OF 2014 SCHOOL BOARD CALENDAR

Motion by John Gamble, supported by Joseph Jagelka, to approve the 2014 School Board Calendar. The calendar is Attachment B.

PERSONNEL ITEMS

Motion by Kelly Unger, supported by Jerel Wohl, to 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

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

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

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

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

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

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

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

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

LONG-TERM SUBSTITUTE TEACHERS

Name: Jessica Jarlsberg
Position: Elementary teacher – Pine Run Elementary School
\$22,175 per annum (B+0 credits, Step 1)
Effective: January 24, 2014 until the end of the 2013-2014 school year

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: Amy Stafford
 Position: Elementary teacher – Jamison Elementary School
 \$40,859 per annum (B+0 credits, Step 2)
 Effective: September 17, 2013 until the end of the 2013-2014 school year

Name: Alicia Tagye
 Position: Elementary teacher – Warwick Elementary School
 \$22,901 per annum (B+0 credits, Step 2)
 Effective: January 27, 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 and secondary substitutes have been awarded Temporary Professional Employee status effective august 26, 2013 unless otherwise noted:

<u>Name</u>	<u>Assignment</u>	<u>TPE Status</u>
Bianchini, Kiera L.	Special Education teacher	1.0
Cohen, Jacqueline A.	Elementary teacher	1.0
Coler, Kimberly	Elementary teacher	1.0
DelBosque, Katherine M.	Music teacher	.6
Donohue, Jill P.	Elementary teacher	1.0
Hicks, Stephanie L.	Elementary teacher	1.0
Hiriak, Michelle L.	Elementary Librarian	.8
Kelly, Amanda B.	Music teacher	1.0
Martini, Jena L.	Special Education teacher	1.0
Leesa B. Meade	Reading Specialist	.5TPE/.4LTS
Mele, Alexis M.	Student Support Counselor	1.0
Mullen, Sarah A.	Elementary teacher	1.0
Niszcza, Elizabeth	Student Support Counselor	1.0
Pang, Catherine K.	Special Education teacher	1.0
Schubert, Ruth	Art teacher	1.0
Sutton, Ellen M.	Elementary teacher	1.0
Theis, Allison P.	Art teacher	1.0
Woerner, Christina A.	Special Education teacher	1.0
McKenna, Amberleigh	Elementary teacher	1.0(1/1/2014)
Bortz, Kathleen C.	Elementary teacher	.5(1/22/2014)
Sparhawk, Kelly E.	Elementary teacher	.5TPE/.5LTS
Adams, Nicole	Mathematics teacher	1.0
Benner, Kaitlyn	English teacher	.64
Bittner, Kirsten	Special Education teacher	1.0
Camburn, Jill	Special Education teacher	1.0
Castor, Kelly	Special Education teacher	1.0
Cooley, Brandy	French teacher	1.0
Dyer, Alexandra	Social Studies teacher	1.0
Fiesser, Joanna	Special Education teacher	1.0
Fox, Bridget	Library Sciences	1.0
Kehs, Melissa	Mathematics teacher	1.0
Kohler, Amanda	English teacher	.6TPE/.4LTS
Kolb, Jennifer	Mathematics teacher	1.0
Lockard, Kevin	Chemistry teacher	1.0
Mangold, Amanda Taylor	Social Studies teacher	1.0
Miller, Jami	English teacher	1.0
Mora, Elibeth	Spanish teacher	1.0
Nagle, Marissa	Science teacher	1.0
Poole, Jacqueline	Special Education teacher	1.0
Stitz, Gabrielle	Social Studies teacher	1.0
Striano, Gregory	Secondary School Counselor	1.0
Sweeney, Kieran	Social Studies teacher	.7TPE/.3LTS
Weber, Danielle	Special Education teacher	1.0
Wilson, Zachary	English teacher	1.0

EDR Changes

<u>Name</u>	<u>School/Position</u>	<u>Units</u>
Tony Romeo	West/Football - Assistant	5
Greg Ward	West/Football – Assistant	1
Dean Logan	West/Football – Assistant	4
Nancy Magee	West/Junior Class Advisor	1.25
Melissa Kehs	West/Junior Class Advisor	1.875
Alexandra Dyer	West/Junior Class Advisor	1.875

Motion Approved 8-0.

STUDENT ITEMS

ADOPTION OF COURSES OF STUDY

Motion by John Gamble, supported by Joseph Jagelka, to 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.

Motion Approved 8-0.

STUDENT TRIPS

Motion by Stephen Corr, supported by John Gamble, to approve the following student trip:

- CB West Madrigal Choir to travel to Washington, D.C. on December 14, 2013

Motion Approved 8-0.

STAFF CONFERENCES/WORKSHOPS

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

Barbara Matas 11/22/13 Women in Engineering and Computer Science Philadelphia \$90

Motion Approved 8-0.

Motion by Stephen Corr, supported by Kelly Unger, to direct the Superintendent to enter into an agreement with CBEA that is consistent with the longstanding practice of Alternative Work Year for certain professionals in the district, which agreement will be an addendum to the current collective bargaining agreement.

Motion Approved 7-1. (John Gamble)

There being no further business before the Board, motion by Stephen Corr, supported by John Gamble, to adjourn at 8:06 p.m.

Motion Approved 8-0.

Respectfully submitted,



Sharon L. Reiner

Board Secretary

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	<u>1,900.00</u>
		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:	<u>45,164.00</u>
		Grand Total:	<u>\$55,739.00</u>

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

OFFICIAL COPY

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 Alysén 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

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
Human Resource Committee Minutes
November 13, 2013

Committee Members Present

James Duffy, Chairperson
Geryl McMullin, Member

Committee Members Absent

Stephen Corr, Member

Other Board Members and Administrators Present

Paul Faulkner
John Gamble
Joe Jagelka
Tyler Tomlinson
David Weitzel, District Superintendent
Gilbert Martini, HR Director/Admin. Liaison

The Human Resources Committee meeting was called to order at 6:04 p.m. by James Duffy.

Public Comment

One member of the public was present for public comment in support of the District providing health insurance benefits to domestic partners.

Discussion/Information/Action Items

- a. Email Retention Policy – The committee received a draft policy which addressed the purpose of email, how long should email be retained and various legal requirements. The draft policy will be placed on the December 2nd school board agenda for consideration and first reading.
- b. RX Cost Summary – The committee reviewed a historical summary of prescription drug costs including total amount spent, rebates, generic and brand utilization and employee contribution levels. Since 2010 costs have decreased a total of nine (9) percent due to a decline in the number of covered employees, a decline in the number of prescriptions dispensed and negotiation of more competitive contracts.
- c. CVS Contract Renewal – The committee reviewed a three (3) year contract renewal with CVS. Total savings are estimated at \$2.65M. It is anticipated that prescription drug costs will continue to decline due to competitive contract negotiations.
- d. Health Care Cost Summary – The committee reviewed a nine (9) year health care cost summary including savings due to district participation in the Bucks Montgomery Health Care Consortium, the impact of employee migration into lower cost plans and decreases in enrollment. Since 2010 total health plan costs have increased an average of 6.2% per year.
- e. Executive Session – The committee adjourned to executive session to discuss grievances and employment actions.
- f. Adjournment
The meeting adjourned at 7:14 p.m. The next meeting will be scheduled as needed.

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

CENTRAL BUCKS SCHOOL DISTRICT
Curriculum Committee Minutes
November 13, 2013

MEMBERS PRESENT

John Gamble, Chairperson
Jerel Wohl, Member

OTHER BOARD MEMBERS AND ADMINISTRATORS PRESENT

Joe Jagelka	Dr. David Weitzel	Dr. Bolton	Mr. Kratz
Geri McMullin	Dr. Nancy Silvius	Mrs. Lang	
Tyler Tomlinson	Mrs. Scafuro	Mr. Hadfield	

COMMITTEE MEMBERS ABSENT

Steve Corr, Member
Kelly Unger, Member

PUBLIC COMMENT

Sharon Collopy asked 1) if total graduation requirements starting with the Class of 2017 would decrease given that the graduation project and 9th Grade Assessment are decreasing in credit amount. 2) Commented on the bus taking wrestlers from Lenape to West for hydration tests.

APPROVAL OF MINUTES

Curriculum Committee Minutes from September 11, 2013 were approved as presented.

INFORMATION/DISCUSSION/ACTION ITEMS

New Elective Course in High School Physical Education—Luke Hadfield presented the course, “Stress Management and Healthy Living” which the high school physical education department proposes to be offered every other day for a marking period for .25 credit (23 sessions). The course focuses on stress, its causes, and ways to deal with it through exercise, nutrition, relaxation, awareness interventions and behavioral techniques. Mrs. McMullin commented that the Board had challenged the PE Department to become more innovative with any course they proposed. Mr. Gamble asked about a need for a textbook. Dr. Weitzel and Dr. Silvius indicated that a textbook would not be needed that teachers would develop their own resources. Mr. Jagelka commented that this course might be appropriate for earlier grades than high school. Mr. Hadfield responded that elements from this course are adapted and used in earlier grades. Dr. Silvius and Mrs. Scafuro also said that stress management student groups are offered through guidance counselors.

This course was recommended by the committee for approval by the Board.

New Special Education Electives Courses for High School—Dale Scafuro presented “Employability” as a new elective. The course will help students to become better prepared for the workforce. In the course, students will practice real life scenarios in a supportive learning environment. They focus on communication, attitude, self-advocacy, response to constructive criticism, teamwork, problem-solving and professionalism.

Mrs. Scafuro also presented “Independent Living” as an elective course to expose students to daily activities of grocery shopping, cooking, health and safety, homecare, and navigating the community. In response to a question from Mr. Gamble, Mrs. Scafuro clarified that money management is taught in the math class.

Both courses were recommended by the committee for approval by the Board.

Revised Course of Study in Math—Mr. Kratz presented the revised Algebra 2/Trig course which has been aligned to the Keystone Algebra 2 Exam, which the PA Department of Education has indicated will be optional for districts, and to the PA Core Standards. The same textbook will be used.

Algebra Lab is a course designed for high school students who did not score proficient on the Keystone Algebra I exam. There is an online component as well as the classroom. A workbook accompanies this course.

These two courses were recommended by the committee for approval by the Board.

Additional Math Item—A committee of elementary teachers working with Mr. Kratz completed a review of the K-6 math curriculum over the past two years. This committee looked for strengths and followed through with addressing any areas of concern.

Revised Policy 122-Extracurricular, Co-Curricular Activities and Athletics—Dr. Silvious reviewed the correction of Policy 122 which now states marching band is a co-curricular activity. This has been the practice that has been in effect for many years. This correction of Policy 122 brings the policy in line with the practice.

ADJOURNMENT

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

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

January 14, 2014

FOR ACTION: New Five Year Contract for ATI

CBSD contracts for athletic trainer services. ATI will provide NATA Certified athletic trainers (ATC) who are licensed in the state of Pennsylvania to provide athletic training services. The services consist of:

- Assistance in the coordination of the high school sports medicine program.
- Advising the School on supplies and training equipment needed for the sports medicine program.
- Assisting the School faculty and athletic coaching staff in the design and implementation of a student sports medicine program.
- Assisting the School faculty and athletic coaching staff in the design and implementation of a continuing education program for the School's athletic coaching staff.
- Providing conditioning and flexibility training suggestions to the School coaching staff under the direction of a licensed physician to be provided through the School.
- Assistance in monitoring athletic injuries and assistance in developing an injury prevention training program under the direction of a licensed physician to be provided through the School.
- Coordinating and providing injury follow-up and evaluation to assist the treating physicians of students.
- Attendance at home practices, games and other functions unless the School has scheduled two or more events at the same time. In such instance, ATI's athletic trainer, in conjunction with the School's athletic director, shall determine which athletic events are to be covered.
- ATI will also provide an ATC to travel to all away Varsity football games. An additional ATC will be available for any home events that may occur in conjunction with the away Varsity football game.
- Coordinating Weight Certifications for wrestling.
- Assistance with coordinating pre-season screenings and physicals.

Each athletic trainer is responsible for tracking injuries, referrals and time spent at the school in an ATI developed Sports Medicine Caseload. This information allows the ATC and their supervisor an immediate "screenshot" of all injuries currently being managed at the high school. The caseload has the ability to generate reports that detail injuries by sport and body part as well as detailed information regarding referral patterns to physicians.

ATI will assist in the management of concussions based on the recommendations of the National Federation of High School Sports. ATI will follow the guidelines set forth by the PIAA to ensure all athletes with suspected head injuries are being treated appropriately and safely. ATI has worked with several physicians to develop a Head Injury Tool to help the ATC's manage any suspected head injury.

Request for Proposal (RFP) Pricing Results	ATI	Nova Care	Bucks Physical Therapy
2014-15	\$68,000	\$75,000	\$84,000
2015-16	\$68,000	\$76,500	\$87,000
2016-17	\$68,000	\$78,030	\$90,000
2017-18	\$68,000	\$79,591	\$93,000
2018-19	\$68,000	\$81,182	\$96,000
Five Year Total	\$340,000	\$390,303	\$450,000

The proposed contract with ATI will save the district almost \$23,000 per year over the current contract with ATI.

RECOMMENDATION:

The administration is recommending the Board approve the new contract with ATI.



Services Agreement

THIS AGREEMENT made this 12th day of November, between Central Bucks School District (hereinafter referred to as "School")

AND

ATI Holdings, LLC dba ATI Physical Therapy, (hereinafter referred to as "Contractor").
WITNESSETH:

WHEREAS, the School, desires to have certain athletic training services, pre-game taping, game training supervision and medical assistance services performed in connection with athletic programs;

WHEREAS, Contractor has agreed to perform such services on behalf of School under terms and conditions as set forth in this Agreement.

NOW, THEREFORE, the parties, intending to be legally bound, and in consideration of the mutual covenants and agreements herein contained, do hereby agree as follows:

1. Description of Services. Contractor agrees to furnish all labor services as set forth more fully in Schedule A entitled "Services" hereby referenced and incorporated herein and to attend those events set forth in a Schedule B entitled "Compensation and Attendance Schedule" hereby referenced and incorporated herein.
2. Home Games. The parties understand and agree that it is the primary responsibility of Contractor to attend athletic events throughout the school year as determined by the athletic director. In the event there are two home athletic events scheduled at the same time, the Athletic Directors for School will dictate whether Contractor shall divide his/her time between the athletic events or whether the Contractor shall only attend one of the events.
3. Site of Services and School Support of Programs.
 - A. The School shall provide appropriate space for the conduct of any sports medicine program including, but not limited to, appropriate equipment for the development of preventative programs and an appropriate level of sports medicine supplies for the use of its students.
 - B. The School shall be solely responsible for determining the times of practice and for scheduling all athletic events. The School shall facilitate communications and schedule changes between School, coaches and Contractor. The School shall submit to the Contractor within fourteen (14) calendar days all school holiday practice/game schedules.
 - C. The School shall designate an individual(s) (athletic director(s)) to directly monitor and evaluate compliance of the Contractor. The School shall be responsible providing access to all emergency phone locations.
4. Compensation. School will pay to Contractor, for the contemplated performance of Services hereunder, sums as set forth fully in the attached Schedule B "Compensation and Attendance Schedule" incorporated herein.
5. Term. This agreement shall be in full force and effect from August 1, 2014 through and including June 15, 2019 unless terminated earlier by either party upon at least (30) calendar days prior written notice to the other party of its intention to terminate.
6. Exclusivity. School agrees that it has not authorized and during the Term of this Agreement, will not authorize or permit, the endorsement or promotion of any services or products (defined as



related to physical therapy, occupational therapy or sports medicine rehab) directly or indirectly competitive with ATI Physical Therapy services.

7. Independent Contractor. It is hereby understood and agreed that Contractor, in performing this Agreement, is acting in the capacity of an independent contractor, and that Contractor is not an agent, servant, partner, nor employee of School. Contractor will have control over the work to be performed, and shall be solely responsible to pay its own federal and local taxes, salary, social security payments, and any and all other payments incurred by Contractor in the performance of this Agreement, as well as perform all necessary legal requirements pertaining to employment. None of the benefits provided by School to its employees, including but not limited to workers' compensation insurance, disability insurance, medical insurance, and employment insurance are available from School to Contractor and/or any and all of Contractor's agents, servants, and employees. Contractor has no authority hereunder to assume or create any obligation or responsibility, express or implied, on behalf or in the name of School or to bind School in any way whatsoever.
8. Insurance. Contractor shall be responsible for providing general liability, professional liability insurance, and workers' compensation insurance for its athletic trainers and its Services. The limits of liability for ATI Physical Therapy's general liability and professional liability insurance policies shall be no less than \$1,000,000.00 per occurrence, \$3,000,000.00 per annual aggregate and workers' compensation coverage in accordance with applicable federal and state statutory requirements. The School shall be responsible for providing general liability insurance including, premises liability insurance, and professional liability insurance for the activities of its employees. The parties shall provide evidence to each other's satisfaction that such insurance is in force. The parties shall maintain such insurance coverage during the term of this Agreement. Appropriate certificates evidencing such insurance shall be provided upon request.
9. Indemnification. "Each party (in such case, an "Indemnifying Party") agrees to indemnify and hold harmless the other party (in such case, an "Indemnified Party") and the Indemnified Party's directors, members, managers, officers, employees, subcontractors, agents, representatives, volunteers, successors and assigns from any and all claims, demands, causes of action, losses and damages arising out of or relating to any negligent acts or omissions of the Indemnifying Party or the intentional act of any employee and/or representative or assignee in undertaking the Indemnifying Party's duties under this Agreement.
10. Force Majeure. Neither party shall be liable for any delay, failure or inability to perform its obligations (except the obligation to make payments) under this Agreement due to any cause beyond its reasonable control including, but not limited to, Acts of God, civil disturbances, accidents, equipment breakdowns, utility failures, and unavailability of personnel due to disability, leaves or other reasons.
11. Notices. All notices under this Agreement shall be made in writing and shall be deemed to have been given if personally delivered or transmitted by facsimile during regular business hours, or mailed by certified mail, postage pre-paid, return receipt requested, to the other party at its last known address, and, if sent to ATI Physical Therapy, addressed to the attention of the Sports Medicine Director.
12. Assignment. ATI Physical Therapy shall have the right to subcontract any of the Services to qualified and duly certified personnel for brief absences and ATI Physical Therapy shall remain solely liable for the oversight and performance of such personnel.
13. Non-Solicitation. School agrees that during the Term and for a period of twelve (12) months after termination of the Agreement, School shall not without prior written approval of Contractor directly or indirectly, take any action that constitutes, results or may reasonably be expected to result in soliciting, inducing or encouraging any Contractor employee (presently or affiliated with Contractor in the then most recent twelve (12) month period) to curtail or terminate such person's affiliation or employment, or taking any action that results in, or might reasonably be expected to result in any employee ceasing to perform services for Contractor.



Nothing herein shall limit School's rights to post opportunities in publications or on-line websites of general or trade circulation, or to engage, hire or recruit any person who responds to such a posting.

- 14. Severability. In the event that any provision of this Agreement, or application of such provision to persons or circumstances is held to be invalid, illegal, or unenforceable pursuant to judicial decree or decision, the remainder of this Agreement or the application of such provisions to persons or circumstances other than those to which it is held invalid, will not be affected thereby, and shall be construed as if such invalid provisions had never been contained herein and shall remain valid and enforceable according to its terms.
- 15. Entire Agreement. This Agreement supersedes and replaces all prior agreements between the parties with respect to the Agreement's subject matter. This Agreement may not be amended or rescinded except by the mutual written consent of authorized representatives of the parties. This Agreement shall be governed by state law in the state in which services are rendered, without regard to rules of conflicts of law. To the extent any disputes occur pursuant to the Agreement, the disputes shall be litigated in the Court of Common Pleas of Bucks County, Pa. The parties irrevocably waive their rights to a jury trial.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representatives as of the date first written above.

ATI HOLDINGS, LLC

School

By: _____

By: _____

Print Name: _____

Print Name: _____

Title:

Title:



Schedule A

Services

ATI Physical Therapy, with the approval of the School, shall designate an individual to provide the physical therapy services described in this Agreement while serving as the primary athletic trainer each High School in the District ("Services"). The Services shall consist of:

- (a) Assistance in the coordination of the sports medicine program at the School.
- (b) Advising the School on supplies and training equipment needed for the sports medicine program.
- (c) Assisting the School faculty and athletic coaching staff in the design and implementation of a student sports medicine program.
- (d) Assisting the School faculty and athletic coaching staff in the design and implementation of a continuing education program for the School's athletic coaching staff.
- (e) Providing conditioning and flexibility training suggestions to the School coaching staff under the direction of a licensed physician to be provided through the School.
- (f) Assistance in monitoring athletic injuries and assistance in developing an injury prevention training program under the direction of a licensed physician to be provided through the School.
- (g) Coordinating and providing injury follow-up and evaluation to assist the treating physicians of students.
- (h) Coordination of weight certifications for wrestling.
- (i) Coordination and assistance in performing pre-season screenings and physicals.
- (h) Attendance at the School's practices, games and other functions as set forth on the attached Schedule B, unless the School has scheduled two or more events at the same time. In such instance, ATI Physical Therapy's athletic trainer, in conjunction with the School's athletic director, shall determine which athletic events are to be covered. The parties acknowledge that from time Schedule A may be modified by mutual written consent of parties as needed.
- (i) Coordination of educational training for coaches, parents and athletes.



Schedule B

Compensation and Attendance Schedule

Contractor will provide Athletic Trainer coverage for the school terms of 2014-2019. Athletic trainers are to be licensed and NATA Certified. Contractor will insure that all staff will have valid criminal background checks that comply with current and any future revisions to the laws of the Commonwealth of Pennsylvania for teaching professionals. At this time this includes Clearances on Child Abuse History – Act 151 of 1994, Pennsylvania State Police Clearance – Act 34 of 1985 and FBI Federal Criminal History Clearance – Act 144 of 2006. Independent contractors must also provide evidence of completion of child abuse training – Act 126 of 2012. These clearances will be at the contractor’s expense. Each high school will be given an allotment of 1600 hours per school year. All of the expenses of ATI Physical Therapy’s athletic trainer are included at no additional charge, except when the School requests the athletic trainer to participate in an out-of-town athletic event requiring travel or overnight lodging. In such instances, the School shall pay the direct costs of such additional expenses as they are incurred by or on behalf of the athletic trainer. In the event that the School desires ATI Physical Therapy’s athletic trainer to cover other School sporting events (those not indicated on Schedule B), ATI Physical Therapy and the School will attempt to mutually agree on the coverage of the event and the additional fee for such coverage. ATI Physical Therapy’s athletic trainer will only cover state sanctioned events. If affiliate is not a member of a state association, ATI Physical Therapy’s athletic trainer will only cover school sanctioned events of practices. All events or practices covered are to be mutually agreed upon by the athletic trainer and the athletic director.

Year One: 2014-2015	\$68,000
Monthly statements sent in the amount of	\$6,800
Year Two: 2015-2016	\$68,000
Monthly statements sent in the amount of	\$6,800
Year Three: 2016-2017	\$68,000
Monthly statements sent in the amount of	\$6,800
Year Four: 2017-2018	\$68,000
Monthly statements sent in the amount of	\$6,800
Year Five: 2018-2019	\$68,000
Monthly statements sent in the amount of	\$6,800

Billing will be sent on a monthly basis from September through June for review and payment shall be sent to the following address:

ATI Physical Therapy
62718 Collection Center Dr.
Chicago, IL 60693-0627



Coverage:

Training Room and Game coverage are based on 40 hours per week.

Traveling coverage will only be for Varsity football games and all playoff games unless mutually agreed upon between School and Contractor.

Fall:

Coverage for all levels at all home contests for the following sports:

Cheerleading, Boys and Girls Cross Country, Field Hockey (Freshman, JV, and Varsity), Football (Freshman, Sophomore, JV, and Varsity), Golf, Boys and Girls Soccer, Girls Tennis, Girls Volleyball and any PIAA tournament hosted by the school.

Winter:

Coverage for all levels at all home contests for the following sports:

Boys and Girls Basketball, Cheerleading, Boys and Girls Swimming and Diving, Boys and Girls Indoor Track, Wrestling and any PIAA tournament hosted by School.

Spring:

Coverage for all levels at all home contests for the following sports:

Baseball, Boys and Girls Lacrosse, Softball, Boys and Girls Track and Field, Boys Tennis, Boys Volleyball and any PIAA tournament hosted by School.

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

January 14, 2014

FOR ACTION: School Board Policies for First Read

School Board Policy 231 – Student Travel

This policy was updated to include recommended changes from PDE to include specifics on administering medication to students while on a school trip (also found in School Board Policy 210 – Use of Medications).

School Board Policy 412 – Evaluation of Professional Employees

School Board Policy 413 – Evaluation of Temporary Professional Employees

These policies were revised to include required wording from PDE which reflect the changes in the teacher evaluation process for temporary professional employees and for professional employees as delineated in Act 82. These changes include the four levels of ratings and the required use of evaluation form 82-1.

RECOMMENDATION:

The administration is recommending that School Board Policy 231 – Student Travel, School Board Policy 412 – Evaluation of Professional Employees, and School Board Policy 413 – Evaluation of Temporary Professional Employees be tabled so that the proposed policies can be posted on-line for public review.

CENTRAL BUCKS SCHOOL DISTRICT

SECTION: PUPILS

TITLE: STUDENT TRAVEL

ADOPTED: July 23, 2002

REVISED: October 23, 2007

231. STUDENT TRAVEL	
1. Purpose	<p>The Board recognizes that valuable educational and recreational experiences may be gained by students in a setting other than the classroom. It is, therefore, the policy of the Board to permit travel for students for the following reasons:</p> <ol style="list-style-type: none"> 1. Foreign travel for district courses. 1. Field trips that are part of the curriculum. 2. Travel for musical or other performances and/or adjudication. 3. Travel for athletic competition outside of the normal athletic schedule. 4. Travel for recreational or cultural activities that are part of approved student clubs. 5. Class trips. Foreign travel for specific district courses as approved by the Board.
2. Delegation of Responsibility	<p>The principal may grant final approval without Board action for field trips that conform to the following guidelines:</p> <ol style="list-style-type: none"> 1. Subject and purpose of the trip are directly related to the subject area being taught or to the activity in which those taking the trip are participants. 2. The field trip is a one-day trip within a reasonable time frame of the normal school day. 3. Students may be excluded from field trips at the discretion of the principal. <p>Major trips must be approved by the Board of School Directors, with the recommendation of the building principal and the Superintendent.</p>

<p>3. Definition</p>	<p>A major trip shall be defined as one having any one (1) or a combination of these factors:</p> <ol style="list-style-type: none">1. Trip requires students to be away from the community overnight.2. Trip places demands on the time and energies of members in conducting major fund-raising campaigns.3. Trip includes other factors that in the opinion of the Superintendent characterize a trip that goes beyond an ordinary trip.
<p>4. Guidelines</p>	<p>All trips must comply with the following guidelines:</p> <ol style="list-style-type: none">1. The trip must be one for which the school district's insurance carrier will insure the school district, its agents, employees, servants, and chaperones from liability for any negligent act or omission under the policies of the district then in effect.2. The principal must give authorization before planning for a trip proceeds and, when required, the Superintendent's and Board's approval must be secured before any financial or other commitments are made.3. If any of the previously stated conditions are not met, a trip may not be considered school-sponsored or school endorsed. In such cases, there is to be no trip planning on school premises or during school hours, no staff participation in planning, no collection of monies, and no handling of funds by or through the school.4. Written permission for students to participate in trips must be obtained from the parents/guardians. Parents/Guardians of all students involved in overnight trips must attend an orientation session where trip details, trip regulations, and school policies are discussed.5. In order for any student to participate in any school-sponsored trip, all obligations, financial and otherwise, must be met.6. Adult chaperones must be provided so that the ratio of participating students to chaperones is no more than twenty (20) to one (1). Parents/Guardians chaperoning overnight trips must obtain Act 34 clearance prior to the trip. At the discretion of the building principal, overnight trips may require the presence of an administrator.

7. **The Board does not endorse, support nor assume responsibility in any way for any district staff member who takes students on trips not approved by the school district. No staff member may solicit and/or communicate with district students for such trips within district facilities, on district grounds, or using district technology or resources.**
8. Trips of any kind may be cancelled by the Superintendent with the approval of the Board in the event of emergency conditions where the safety of students may be at risk, regardless of whether parents/guardians or students have already made a financial commitment to the trip. Although administrators will attempt to recover any funds already expended for the trip, there can be no guarantee that this can take place.
9. Trip cancellation insurance is required for all international trips.
10. Trips are voluntary. Participation, including fund raising, is solely at the discretion of the student and his/her parent/guardian. Students are required to pay for all field trip expenses. Home and school groups may also help defray the cost of field trips and subsidize the expenses for disadvantaged students.
11. Time away from classes should be minimized as much as practical. However, students missing class time while participating in approved trips are required to obtain assignments and complete all work required in all classes.
12. All school rules, regulations, and policies shall be in effect during any student trips.

Pol. 210

Administration Of Medication

The Board directs planning for field trips to start early in the school year and to include collaboration between administrators, teachers, nurses, parents/guardians and other designated health officials.

Decisions regarding administration of medication during field trips and other school-sponsored programs and activities shall be based on the following:

A nurse will not be routinely available to administer medications on field trips. If the parent/guardian of the child needing medication is a chaperone, the parent/guardian will administer the medication. No student shall be prevented from participating in a field trip due to a need for medications during the school outing. If parents choose to have medication administered, the parent should indicate this on the field trip permission form. Parents must package medications at home and deliver to the teacher in a sealed envelope. Controlled drugs must be handed to the teacher by an adult. Parents should indicate on the envelope the child's name, teacher, name of medication, dosage, and time to be

administered. The child will self-administer medication under the supervision of the teacher.

The nurse will evaluate each request for exceptions to this policy based upon medical need, receipt of written orders and documentation of student's correct procedure/technique by the student's licensed prescriber and receipt of parent request. Specific plans may be developed considering individual student health care needs and school implementation.

References:

School Code – 24 P.S. Sec. 510, 517

State Board of Education Regulations – 22 PA Code Sec. 4.4

Board Policy - 210

CENTRAL BUCKS SCHOOL DISTRICT

SECTION: PROFESSIONAL EMPLOYEES

TITLE: EVALUATION OF
PROFESSIONAL EMPLOYEES

ADOPTED:

REVISED:

412. EVALUATION OF PROFESSIONAL EMPLOYEES	
1. Purpose	<p>Evaluation is a continuing process in which the professional employee and the respective supervisors cooperatively identify strengths and weaknesses in an individual's job performance. Employee evaluations shall be used to assess and improve performance, encourage professional growth, promote positive behavior, and facilitate attainment of district goals and objectives.</p>
2. Authority SC 510, 1108, 1123 Title 22 Sec. 19.1	<p>There shall be a plan for regular, periodic evaluation of all professional employees of the district in accordance with Board resolutions and state law and regulations.</p> <p>The Board shall be informed periodically about the results of evaluations.</p> <p>The Board authorizes the Superintendent to develop a Differentiated Supervision model for professional employees in accordance with the Pennsylvania Department of Education's guidelines and in consultation with assistant administrators, supervisors, and/or principals.</p> <p>The Superintendent shall ensure that evaluation plans are reviewed periodically and updated as necessary.</p> <p>The evaluation plan for professional employees shall be in accordance with the state plan for such purposes or in accordance with a plan approved by the Board.</p> <p>The Board directs that the district shall utilize the state approved evaluation form or an evaluation form equivalent to the state approved form and approved by the Board.</p>
3. Guidelines SC 1108, 1123 Title 22 Sec. 19.1	<p>The evaluation plan for professional employees shall utilize the appropriate state-approved rating form or an alternative rating tool approved by the Board and the Pennsylvania Department of Education</p> <p>Professional employees are required to be evaluated at least once each year.</p> <p>Professional employees shall receive an overall performance rating of one (1) of the following:</p>

412. EVALUATION OF PROFESSIONAL EMPLOYEES - Pg. 2

<p>4. Delegation of Responsibility</p>	<ol style="list-style-type: none"> 1. Distinguished – shall be considered satisfactory. 2. Proficient – shall be considered satisfactory. 3. Needs improvement – shall be considered satisfactory, except that any subsequent overall rating of “needs improvement” issued by the district within ten (10) years of the first overall rating of “needs improvement” where the employee is in the same certification shall be considered unsatisfactory. 4. Failing – shall be considered unsatisfactory. <p>No professional employee shall be rated “needs improvement” or “failing” solely based upon student test scores.</p> <p>No unsatisfactory rating shall be valid unless approved by the Superintendent.</p> <p>A signed copy of the rating form shall be provided to the employee.</p> <p>Professional employees who receive an overall performance rating of “needs improvement” or “failing” shall participate in a Performance Improvement Plan.</p> <p>The objectives of the district evaluation plan for professional employees are:</p> <ol style="list-style-type: none"> 1. To identify, improve and reinforce the skills, attitudes and abilities that enable an employee to be effective in achieving district goals. 2. To identify and suggest ways to improve on weaknesses that prevent an employee from achieving district goals. <p>The evaluation plan shall:</p> <ol style="list-style-type: none"> 1. Be uniform throughout the district. 2. Provide a procedure for assessing duties and responsibilities other than primary functions. 3. Provide a procedure for identifying and commending effective performance; and —counseling and assisting professional employees on a professional basis. 4. Provide for evaluation of all professional employees at least annually. <p>The Superintendent or designee shall prepare procedures for the conduct of employee evaluations, which include:</p>
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412. EVALUATION OF PROFESSIONAL EMPLOYEES - Pg. 3

SC 1123	<p>1. Evaluations may be conducted by persons designated by the Superintendent.</p> <p>2. Specification of the form upon which such evaluations will be recorded.</p> <p>3. Method of making and retaining records which ensures that:</p> <ul style="list-style-type: none">a. Entries are based on observable and verifiable facts.b. Note is taken of an employee's strengths, as well as weaknesses.c. Same recording system is used for all employees similarly situated.d. All materials will be held confidential.e. Employee has an opportunity to append a written statement. <p>4. Specification of how setting performance objectives will be accomplished.</p> <p>5. Provisions for improving unsatisfactory performance by:</p> <ul style="list-style-type: none">a. Offering resource aid.b. Recommending how improvement can be effected.c. Scheduling follow up conferences to assess change. <p>Procedures prepared by the Superintendent or designee shall have the following characteristics:</p> <ul style="list-style-type: none">1. Be clear and unambiguous in intent and language.2. Establish reasonable standards.3. Apply in a consistent and uniform manner to all employees in the same class.
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School Code
1123

CENTRAL BUCKS SCHOOL DISTRICT

SECTION: PROFESSIONAL EMPLOYEES

TITLE: EVALUATION OF
TEMPORARY PROFESSIONAL
EMPLOYEES

ADOPTED: July 23, 2002

REVISED:

<p>1. Purpose</p> <p>2. Authority SC 1108, 1123 Pol. 412</p> <p>3. Guidelines SC 1108, 1123 Title 22, Sec. 19.1</p>	<p>413. EVALUATION OF TEMPORARY PROFESSIONAL EMPLOYEES</p> <p>Evaluation is a continuing process in which the temporary professional employee and the respective supervisors cooperatively identify strengths and weaknesses in an individual's job performance. Employee evaluations shall be used to assess and improve performance, encourage professional growth, promote positive behavior, and facilitate attainment of district goals and objectives.</p> <p>There shall be a plan for evaluation of temporary professional employees that recognizes their special needs and the requirements of law.</p> <p>There shall be a plan for regular, periodic evaluation of temporary professional employees of the district in accordance with Board resolutions and state law and regulations.</p> <p>The Board shall be informed periodically about the results of evaluations.</p> <p>The Board directs that the evaluation plan for temporary professional employees shall be consistent with the evaluation plan for professional employees, where possible.</p> <p>Each temporary professional employee shall be notified of his/her progress at least twice each year during the first three years of employment.</p> <p>A written, anecdotal evaluation record shall be maintained of the employee's performance during observation and the employee's total performance as a district employee.</p> <p>A timely conference shall be held between the employee and the evaluating supervisor, during which the employee's weaknesses and strengths are discussed.</p> <p>The Superintendent shall ensure that evaluation plans are reviewed periodically and updated as necessary.</p>
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<p>4. Delegation of Responsibility</p> <p>— SC 1108</p>	<p>The evaluation plan for temporary professional employees shall utilize the appropriate state-approved rating form or an alternative rating tool approved by the Board and the Pennsylvania Department of Education.</p> <p>Temporary professional employees shall be evaluated by an appropriate supervisor and notified of individual progress and status at least twice each year.</p> <p>Temporary professional employees shall receive an overall performance rating of one (1) of the following:</p> <ol style="list-style-type: none"> 1. Distinguished – shall be considered satisfactory. 2. Proficient – shall be considered satisfactory. 3. Needs improvement – shall be considered satisfactory, except that any subsequent overall rating of “needs improvement” issued by the district within ten (10) years of the first overall rating of “needs improvement” where the employee is in the same certification shall be considered unsatisfactory. 4. Failing – shall be considered unsatisfactory. <p>No temporary professional employee shall be rated “needs improvement” or “failing” solely based upon student test scores.</p> <p>No unsatisfactory rating shall be valid unless approved by the Superintendent.</p> <p>A signed copy of the rating form shall be provided to the employee.</p> <p>Temporary professional employees who receive an overall performance rating of “needs improvement” or “failing” shall participate in a Performance Improvement Plan.</p> <p>The Superintendent or designee shall develop procedures for conduct the evaluation of temporary professional staff members.</p> <p>Administrators responsible for supervising temporary professional employees shall make every effort to assist such staff members in improvement of deficiencies disclosed by observation and evaluation and may conduct additional observations and evaluations of employees who are marginally competent.</p> <p>The Superintendent shall certify as to the evaluations of all temporary professional employees during the last four months of the initial three years of employment, as required by law.</p>
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**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

January 14, 2014

FOR ACTION: School Board Policies for Approval

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 the Board approve School Board Policy 122 – Extracurricular, Cocurricular Activities and Athletics, and School Board Policy 832 – Email Retention.

CENTRAL BUCKS SCHOOL DISTRICT

SECTION: PROGRAMS
 TITLE: EXTRACURRICULAR,
 COCURRICULAR ACTIVITIES
 AND ATHLETICS
 ADOPTED: July 23, 2002
 REVISED: May 13, 2008

<p>1. Purpose</p> <p>2. Definitions Title 22 Sec. 12.1 Pol. 123</p> <p>3. Authority SC 511 20 U.S.C. Sec. 4071 et seq Pol. 103</p>	<p style="text-align: center;">122. EXTRACURRICULAR, COCURRICULAR ACTIVITIES AND ATHLETICS</p> <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> <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 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> <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>
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122. EXTRACURRICULAR, COCURRICULAR ACTIVITIES AND ATHLETICS - Pg. 2

<p>4. Delegation of Responsibility</p> <p>5. Guidelines</p> <p>Title 22 Sec. 12.1, 12.4</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>20 U.S.C. Sec. 4071 et seq</p>	<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>

CODE OF CONDUCT

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.

- 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.

Pol. 227

Unsportsmanlike Conduct

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>Pol. 218.1</p>	<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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122. EXTRACURRICULAR, COCURRICULAR ACTIVITIES AND ATHLETICS - Pg. 5

<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><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>35 P.S. Sec. 807.1 Pol. 227</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>

122. EXTRACURRICULAR, COCURRICULAR ACTIVITIES AND ATHLETICS - Pg. 6

<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>

3. Guidelines	<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><i>Email Purge/Deletion Schedule</i></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
SCHOOL BOARD MEETING**

January 14, 2014

FOR ACTION: Revision of the 2013-2014 School Calendar

Monday, January 27 will no longer be a “snow make-up” day. Instead, it will remain a Professional Development Day – no school for students – keeping any staff development workshops, curriculum development, or trade day option in place. This moves the last day for students to Friday, June 13, 2014.

RECOMMENDATION:

The administration is recommending the Board approve the revision of the 2013-2014 school calendar.



2013-2014 CENTRAL BUCKS SCHOOL DISTRICT CALENDAR

Approved January 22, 2013
Revised January 14, 2014

August / September

S	M	T	W	Th	F	S
	26	27	28	29	30	31
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

- 26-29 Elem. & Sec. Professional Development
- 30 Secondary Professional Development
- 2 Labor Day - No School
- 3 First Day of School for ALL Students
- 5 Rosh Hashanah - No School
- 14 Yom Kippur

Elem. Teacher days (23)
Student days (19) - Sec. Teacher days (24)

October

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

14-18 Celebrate Education Week

Elem. Teachers 23(total 46)
Students 23(total 42) - Sec. Teachers 23(total 47)

November

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18 ^R	19	20	21	22 ^K	23
24	25 ^K	26 ^K	27	28	29	30

- 6 Early Dismissal - End of 1st Marking Pd (46 days)
- 18 Report Cards Distributed
- 22-26 No Kindergarten - K Parent Conferences
- 25 Evening Elem. & MS Parent Conferences
- 26 Early Dismissal - Parent Conference / Prof. Dev.
- 27 No School - Elem. Teachers' Flex Day
- 28,29 Thanksgiving Recess - No School
- 11/28-12/5 Hanukkah

Students 18(total 60) - Sec. Teachers 18(total 65), Elem. Teachers 19(total 65)

December

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 11/28-12/5 Hanukkah
- 12/2-12/13; 1/8-1/22 Keystone Testing
- 12/23-1/1 Winter Recess - No School
- 25 Christmas Day

Elem. Teachers 14(total 79)
Students 14(total 74) - Sec. Teachers 14(total 79)

January

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- 1 New Year's Day - No School
- 2 School Resumes
- 20 Martin Luther King Jr. Day - No School
- 24 Early Dismissal - End of 2nd Marking Pd (43 days)
- 27 No School - Professional Development

Elem. Teachers 20(total 99)
Students 19(total 93) - Sec. Teachers 20(total 99)

February

S	M	T	W	Th	F	S
						1
2	3	4	5 ^R	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

- 5 Report Cards Distributed
- 17 Presidents' Day - No School

Elem. Teachers 19(total 118)
Students 19(total 112) - Sec. Teachers 19(total 118)

March

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 17-28 PSSA Testing Grades 3-8, Math & Reading
- 3/31-4/4 PSSA Testing Grades 5 & 8, Writing

Elem. Teachers 21(total 139)
Students 21(total 133) - Sec. Teachers 21(total 139)

April

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14 ^R	15 ^K	16 ^K	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

- 3 Early Dismissal—End of 3rd Marking Pd (47 days)
- 14 Report Cards Distributed
- 15-16 NO Kindergarten - Kindergarten Parent Conferences
- 15-22 Passover
- 17-21 No School - Spring Recess for Students
- 17-21 Parent Conferences/Professional Development
- 18 Good Friday - No School
- 20 Easter Sunday
- 21 Snow make-up day

Elem. Teachers 21(total 160)
Students 20(total 153) - Sec. Teachers 21(total 160)

May

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

- 4/28-5/2 PSSA Testing Grades 4 & 8, Science
- 5/12-5/23 Keystone Testing
- 26 Memorial Day - No School

Elem. Teachers 21(total 181)
Students 21(total 174) - Sec. Teachers 21(total 181)

June

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20 ^R	21
22	23	24	25	26	27	28
29	30					

- 13 Early Dismissal - End 4th Marking Pd (48 days)
- 13 Snow make-up day
- 16-17 Professional Development
- 20 Report Cards Distributed

Elem. Teachers 12(total 193)
Students 10(total 184) - Sec. Teachers 12(total 193)

Key

- Holiday - No School for Students & Staff
- No School - Professional Development
- No School - Secondary Prof. Development
- No School - Elementary Teachers' Flex Day
- Early Dismissal, Grades 1-12
- End of Marking Period
- R** Report Cards Distributed
- K** No Kindergarten - K Parent Conferences

NO Kindergarten on November 22, 25, 26 & April 15 & 16 for Parent Conferences.
NO PM Kindergarten on November 6 & April 3
NO AM Kindergarten on January 24 & June 13 - PM Kindergarten attends in the morning.

184 Student Days - 193 Scheduled Teacher Days

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

January 14, 2014

FOR ACTION: Adoption of 2014-2015 School Calendar

Listed below are the highlights of the proposed calendar for 2014-2015:

- School begins after Labor Day according to School Board policy
- There are 184 student days
- There are 193 teacher days
- There are three (3) staff development days in August
- The fall conference schedule has returned to two (2) days prior to Thanksgiving (Monday and Tuesday)
- The Wednesday before Thanksgiving is an in-service Trade-Day (one day off for a full day of staff development in the summer)
- A reasonable “winter break,” a four-day Presidents’ Weekend, and reasonable “spring break.”
- There are no snow days included within the calendar – all days will be added to the end of the school year.

RECOMMENDATION:

The administration is recommending that the Board adopt the 2014-2015 school calendar.



2014-2015 CENTRAL BUCKS SCHOOL DISTRICT CALENDAR

August / September							October							November							
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	
24	25	26	27	28	29	30				1	2	3	4							1	
31	1	2	3	4	5	6	5	6	7	8	9	10	11	2	3	4	5	6	7	8	
7	8	9	10	11	12	13	12	13	14	15	16	17	18	9	10	11	12	13	14	15	
14	15	16	17	18	19	20	19	20	21	22	23	24	25	16	17	18	19	20	21	22	
21	22	23	24	25	26	27	26	27	28	29	30	31	23	24	25	26	27	28	29		
28	29	30											30								
26-28 Professional Development 1 Labor Day - No School 2 First Day of School for ALL Students 25 Rosh Hashanah - No School							4 Yom Kippur 13-17 Celebrate Education Week							4 Early Dismissal - End of 1st Marking Period (45 days) 20-25 No Kindergarten - K Parent Conferences 24-26 No School - Professional Development/ Parent Conferences 27-28 Thanksgiving Recess - No School							
Student days (20) - Teacher days (23)							Student days (23) - Teacher days (23)							Student days (15) - Teacher days (18)							
December							January							February							
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	
	1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7	
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14	
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21	
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28	
28	29	30	31				25	26	27	28	29	30	31								
3-17 Keystone Testing, Literature (tentative) 16-24 Hanukkah 12/24-1/4 Winter Recess - No School 25 Christmas Day							1-2 New Year's Week - No School 5 School Resumes 7-21 Keystone Testing, Algebra 1, Biology (tentative) 19 Martin Luther King Jr. Day - No School 27 Early Dismissal - End of 2nd Marking Pd. (46 days)							13 No School - Professional Development 16 Presidents' Day - No School							
Student days (17) - Teacher days (17)							Student days (19) - Teacher days (19)							Student days (18) - Teacher days (19)							
March							April							May							
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	
1	2	3	4	5	6	7				1	2	3	4							1	2
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9	
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16	
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23	
29	30	31					26	27	28	29	30	24	25	26	27	28	29	30			
20 Early Dismissal							1-2, 7-8 No Kindergarten - K Parent Conferences 2-7 No School - Spring Recess for Students 2, 7 Professional Development/ Parent Conferences 3-11 Passover 5 Easter Sunday 10 Full Day—End of 3rd Marking Period (47 days) 13-24 PSSA Testing Grades 3-8, Math & English 27- 5/1 PSSA Testing Grades 4 & 8, Science							13-27 Keystone Testing: Algebra 1, Biology, Literature (tentative) 25 Memorial Day - No School							
Student days (22) - Teacher days (22)							Student days (18) - Teacher days (20)							Student days (20) - Teacher days (20)							
June							Key														
S	M	T	W	Th	F	S	○ Holiday - No School for Students & Staff △ No School - Professional Development □ Early Dismissal, Grades 1-12 ↓ End of Marking Period K No Kindergarten - K Parent Conferences														
	1	2	3	4	5	6	NO Kindergarten on November 20-25 for Parent Conferences. NO PM Kindergarten on November 4 and January 27 NO AM Kindergarten on March 20 and June 16 - PM Kindergarten attends in the morning.														
7	8	9	10	11	12	13	NOTE: Snow make-up days will be scheduled beginning on June 17 184 Student Days - 193 Scheduled Teacher Days														
14	15	16	17	18	19	20															
21	22	23	24	25	26	27															
28	29	30																			
16 Early Dismissal - End 4th Marking Pd. (46 days)																					
Student days (12) - Teacher days (12)																					

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

January 14, 2014

FOR ACTION: Personnel Items

The following pages include resignations, retirements, and unpaid leaves of absence; appointment of administrative and 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 educational assistants, custodians, substitute van drivers, and EDRs.

RECOMMENDATION:

The administration is recommending that the Board approve resignations, retirements, and unpaid leaves of absence; appointment of administrative and 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 educational assistants, custodians, substitute van drivers, and EDRs.

RESIGNATIONS

Name: Ruth Brown
Position: General Secretary – Administration Services Center
Effective: February 17, 2014

Name: Deborah Gunter
Position: General Secretary – Administration Services Center
Effective: December 13, 2013

Name: Melanie Piccarreta
Position: Special Education Supervisor – Educational Services Center
Effective: November 27, 2013

Name: Nicholas Ratschhof
Position: Custodian – Lenape Middle School
Effective: January 21, 2014

Name: Maria Reitano
Position: House Principal – Central Bucks High School – South
Effective: June 20, 2014

Name: William Salter
Position: Technology Education – Unami Middle School
Effective: December 31, 2013

Name: Linda Sanford
Position: Basic Skills Assistant – Buckingham Elementary School
Effective: January 17, 2014

Name: Sheri Voorhees
Position: Special Education Assistant – Buckingham Elementary School
Effective: September 18, 2014

RETIREMENTS

Name: Nancy Blanchard
Position: Speech teacher – Kutz Elementary School
Effective: January 21, 2014

UNPAID LEAVES OF ABSENCE

Cheryl Choe Biology teacher – Central Bucks High School – South
March 3, 2014 – January 2015

UNPAID LEAVES OF ABSENCE (Cont'd)

Ellen Curcio Personal Care Assistant – Central Bucks High School – West
January 28, 2014 – May 29, 2014

Hannah Gilbert English teacher – Central Bucks High School – South
March 3, 2014 – May 26, 2014

Katelyn Jaxheimer Elementary teacher – Warwick Elementary School
January 24, 2014 – August 2014

Mary Kate Kern Special Education teacher – Tamanend Middle School
March 11, 2014 – August 2014

Erin Miner Special Education teacher – Cold Spring Elementary School
February 12, 2014 – August 2014

Kristen Ryan Special Education teacher – Tamanend Middle School
March 11, 2014 – June 4, 2014

Lindsay Smith Elementary teacher – Bridge Valley Elementary School
February 24, 2014 – May 19, 2014

Jennifer Wisniewski Elementary teacher – Groveland Elementary School
February 4, 2014 – April 30, 2014

Jennifer Yarmolyk Elementary teacher – Mill Creek Elementary School
April 28, 2014 – August 2014

APPOINTMENTS

Name: Joseph Babinetz
Position: Personal Care Assistant – Tohickon Middle School
\$12.02 per hour
Effective: November 25, 2013
Reason: Employee Resignation

Name: Kimberly Cole
Position: Supervisor of Special Education – Educational Services Center
\$110,000 per annum
Effective: January 2, 2014
Reason: Employee Resignation

APPOINTMENTS (Cont'd)

Name: Charlie Covington
Position: Custodian – Tohickon Middle School
\$15.17 per hour
Effective: December 9, 2013
Reason: Employee Transfer

Name: Antonella DeFusco
Position: Duty Assistant – Central Bucks High School – South
\$12.02 per hour
Effective: January 2, 2014
Reason: Employee Resignation

Name: Allison Hanusey
Position: Special Education Assistant – Butler Elementary School
\$13.74 per hour
Effective: January 2, 2014
Reason: Employee Transfer

Name: Nori Jacobson
Position: Temporary Special Education Assistant – Groveland Elementary School
\$13.74 per hour
Effective: January 2, 2014
Reason: Employee Transfer

Name: Jayme Kilgore
Position: Temporary Special Education Assistant – Buckingham Elementary School
\$13.74 per hour
Effective: January 14, 2014
Reason: Employee Leave

Name: Lori Levesque-Petsch
Position: Temporary Duty Assistant – Central Bucks High School – West
\$12.02 per hour
Effective: January 2, 2014
Reason: Employee Leave

Name: Victoria Nadig
Position: Temporary Part-time Special Education Assistant–Mill Creek Elementary School
\$13.74 per hour
Effective: December 16, 2013
Reason: Employee Leave

APPOINTMENTS (Cont'd)

Name: Alison Schneck
Position: Duty Assistant – Butler Elementary School
\$12.02 per hour
Effective: January 2, 2014
Reason: Employee Transfer

Name: Kristina Schneider
Position: Basic Skills Assistant – Gayman Elementary School
\$13.74 per hour
Effective: November 18, 2013
Reason: Employee Resignation

Name: Bruce Weideman
Position: Temporary Custodian – Tamanend Middle School
\$15.17 per hour
Effective: December 16, 2013
Reason: Employee Leave

Name: Elizabeth Weinseimer
Position: Personal Care Assistant – Groveland Elementary School
\$12.02 per hour
Effective: January 2, 2014
Reason: New Position

LONG-TERM SUBSTITUTE TEACHERS

Name: Joseph Becker
Position: Mathematics teacher – Unami Middle School
\$24,897 (B+0 credits, Step 1)
Effective: December 20, 2013 until the end of the 2013-2014 school year

Name: Corey Detweiler
Position: (.94) Technology Education teacher – Lenape/Unami/Tamanend Middle Schools
\$22,423 (B+0 credits, Step 2)
Effective: January 27, 2014 until the end of the 2013-2014 school year

Name: Annemarie Higgins
Position: Special Education teacher – Central Bucks High School – West
\$21,489 (B +0 credits, Step 1)
Effective: January 28, 2014 until the end of the 2013-2014 school year

LONG-TERM SUBSTITUTE TEACHERS (Cont'd)

Name: Matthew Palmer
Position: World Language teacher – Unami Middle School
\$24,918 (B+0 credits, Step 1)
Effective: January 2, 2014 until the end of the 2013-2014 school year

Name: Lauren Scott
Position: Elementary teacher – Bridge Valley Elementary School
\$25,297 (M+0 credits, Step 1)
Effective: December 18, 2013 until the end of the 2013-2014 school year

Name: Lauren Zeleznik
Position: Elementary teacher – Groveland Elementary School
\$44,137 (B+0 credits, Step 1)
Effective: August 26, 2013 until the end of the 2013-2014 school year

LONG-TERM PER DIEM SUBSTITUTE TEACHERS

Name: Andrew Dowd
Position: English teacher – Lenape Middle School
\$19.75 per hour
Effective: December 4, 2013 – December 20, 2013

Name: Stacey Duffy
Position: Elementary teacher – Bridge Valley Elementary School
\$19.75 per hour
Effective: February 21, 2014

Name: Rachael Hinkley
Position: Elementary teacher – Groveland Elementary School
\$19.75 per hour
Effective: December 5, 2013 – December 20, 2013

Name: Aleksandria Larson
Position: English teacher – Tohickon Middle School
\$19.75 per hour
Effective: November 13, 2013

Name: Michael Little
Position: Special Education teacher – Tohickon Middle School
\$19.75 per hour
Effective: January 2, 2014 – March 28, 2014

LONG-TERM PER DIEM SUBSTITUTE TEACHERS (Cont'd)

Name: Katherine Samuels
 Position: Elementary teacher – Mill Creek Elementary School
 \$19.75 per hour
 Effective: November 18, 2013 – February 25, 2014

Name: Bryan Stutman
 Position: Elementary teacher – Pine Run Elementary School
 \$19.75 per hour
 Effective: January 6, 2014

CLASSIFICATION CHANGES

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Loraine Conroy	Duty Assistant Butler No Change In Salary	School Office Clerk Doyle No Change In Salary	1/2/2014
Lori Cortezzo	Personal Care Asst East \$12.38 Per Hour	Special Education Assistant East \$13.74 Per Hour	1/2/2014
Nicole Lancellotti	Special Ed Assistant Kutz \$13.74 Per Hour	Personal Care Assistant Kutz \$12.02 Per Hour	1/2/2014
Joanne Schmidt	Personal Care Asst Kutz \$12.14 Per Hour	Special Education Assistant Kutz \$13.74 Per Hour	12/9/2013
Tracy VanHouten	Duty Assistant East \$12.02 Per Hour	Receptionist – General Sec Administration Services Center \$13.87 Per Hour	1/2/2014

COMMUNITY SCHOOL STAFF

<u>Name</u>	<u>Position</u>	<u>Rate/Hour</u>
Dana Hahn	Community School Instructor 2	\$17.30 per hour

PER DIEM SUBSTITUTE TEACHERS Approved salary rate of \$11.85/per hour, greater than 40 days \$13.85/per hour, for the 2013-2014 school year.

Jill Carlin	Lisa Henderson	Cynthia Malmros	Lauren Smith
Mark Conway	Margaret Herbert	Amy Marin	Ryan Sullivan
Angela Doneker	Annemarie Higgins	Robin Marks	Marianne Thompson
Adeline Driscoll	Michael Hughes	Barrie John Murphy	Jacquelyn Tofani
Henry Dunphy	Brittany Kelly	Amy Noce	Elizabeth Vetter
Kimberly Francis	Elizabeth Kettle	Stacey Parrish	Michael Werley
Timothy Freise	Diana Kolaszewski	Stephanie Pratt	Amber Yates
Kelly Gerber	Maureen Linton	Jennifer Rizk	
Elizabeth Grove	Samantha Luciano	Thomas Schuster	

HOMEBOUND INSTRUCTORS Approved salary rate of \$29 per hour, plus mileage for the 2013-2014 school year.

Angela Doneker	Margaret Herbert	Stacey Parrish	Marianne Thompson
Sandra Hann	Maureen Linton	Stephanie Pratt	Michael Werley
Colette Hennessy	Barrie John Murphy	Mary Taloricco	Amber Yates

PER DIEM SUBSTITUTE EDUCATIONAL ASSISTANTS, CUSTODIANS AND SUBSTITUTE VAN DRIVERS Approved salary rate of \$10.50/\$14.00/\$13.45 per hour for the 2013-2014 school year.

Substitute EA:

Kelli Aussprung
Sharon Ranno Pliego
Linda Vaughn

Substitute Custodian:

Michele Engelbert
Frederick Harding
Robert Showmaker

Substitute Van Driver:

Linda Vaughn

Winter SPORTS 2013-2014		Holicong								
		EDR units	Longevity	Units	Name	8/7/Both	Boys/Girls/Both	New	Start Yr	Total Pd
BASKETBALL -BOYS	8th Grade	8	2	10	Jason Hepler	8	B		2004-05	\$2,669.30
	7th Grade	7	2	9	Tim Barno	7	B		2006-07	\$2,402.37
BASKETBALL-GIRLS	8th Grade	8	2	10	Brian Novick	8	G		2007-08	\$2,669.30
	7th Grade	7		7	Jenna Cooper	7	G		na	\$1,868.51
WRESTLING	Head	8		8	Nels Updale	B	B		na	\$2,135.44
	Assistant	7		7	Andrew Dowd	B	B		na	\$1,868.51
CHEERLEADING (10 units split Fall/Winter)		5		5	Cindy DeSalvo	B	G		na	\$1,334.65
									Total=	\$14,948.08

Winter SPORTS 2013-2014		Lenape Middle School								
		EDR units	Longevity	Units paid	Name	7/8/Both	B/G/COED	New Hire	Start Year	Total Paid
BASKETBALL -BOYS	8th Grade	8		8	Jim Reichwein	8	B		2009-10	\$2,135.44
	7th Grade	7	2	9	Katie Baker Marttila	7	B		2008-09	\$2,402.37
BASKETBALL-GIRLS	8th Grade	8		8	Katie Baker Marttila	8	G		2009-10	\$2,135.44
	7th Grade	7	2	9	Lou Fanelli	7	G		2006-07	\$2,402.37
WRESTLING	Head	8		8	Dave Camburn	B	B		na	\$2,135.44
	Assistant	7		7	Jess Horwath	B	B		na	\$1,868.51
CHEERLEADING (10 units split Fall/Winter)		5		5	Amy Pearl	B	G		na	\$1,334.65
									Total=	\$14,414.22

Winter SPORTS
2013-2014

Tamanend Middle School

		EDR units	Longevity	Units pd	Name	7/8/both	Boys/Girls/Both	New	Start Year	Total Pd
BASKETBALL -BOYS	8th Grade	8-split	4	10	Jeff Klein	8th	B		1999-00	\$2,669.30
	7th Grade	7	2	9	Jared Gorlick	7th	B		2007-08	\$2,402.37
				2	Brett Connelly	7th	B		na	\$533.86
BASKETBALL-GIRLS	8th Grade	8		8	Matthew Pecic	8th	G		na	\$2,135.44
	7th Grade	7		7	Tom Ward	7th	G		na	\$1,868.51
WRESTLING	Head	8		8	Mike Weir	B	B		na	\$2,135.44
	Assistant	7		7	Kris Johnson	B	B	*	na	\$1,868.51
CHEERLEADING (10 units split Fall/Winter)		5		5	Amy Snyder	B	G		na	\$1,334.65
									TOTAL=	\$14,948.08

Winter SPORTS 2013-2014		Tohickon								
		EDR units	Longevity	Units paid	Name	7th/8th/Both	B/G/Coed	New	Start Yr	Total Pd
BASKETBALL -BOYS	8th Grade	8	2	10	Dave Lloyd	8th	B		2008-09	\$2,669.30
	7th Grade	7	2	9	Kerry Monk	7th	B		2008-09	\$2,402.37
BASKETBALL-GIRLS	8th Grade	8		8	Pat Costello	8th	G		2010-11	\$2,135.44
	7th Grade	7		7	Kelly McMahon	7th	G		NA	\$1,868.51
WRESTLING	Head	9		9	Brian Schlessinger	B	B		NA	\$2,402.37
	Assistant	6		6	Richard Dennis	B	B		NA	\$1,601.58
CHEERLEADING (10 units split Fall/Winter)		5		5	Bridget Pustay	V	G		NA	\$1,334.65
									TOTAL=	\$14,414.22

Winter SPORTS 2013-2014		Unami Middle School								
		EDR units	Longevity	Units paid	Name	V/JV/Both	B/G/Coed	New	Start Year	Total PD
BASKETBALL -BOYS	Head	8	4	12	Brian Rush	V	B		2000-01	\$3,203.16
	Assistant	7		7	OPEN	JV	B			
BASKETBALL-GIRLS	Head	8	2	10	Jeff Clifford	V	G		2004-05	\$2,669.30
	Assistant	7		7	Kathryn Kirkpatrick	JV	G		2013-14	\$1,868.51
WRESTLING	Head	8	2	10	John Smola	B	B		2004-05	\$2,669.30
	Assistant	7		7	OPEN	B	B			
CHEERLEADING (10 units split Fall/Winter)		5		5	Amber Opperman	B	G		2013-14	\$1,334.65
									TOTAL=	\$11,744.92

Winter SPORTS 2013-2014		Central Bucks East								
		EDR units	Long.	Units paid	Name	V/JV	B/G/Coed	New	Start Yr	Total Pd
BASKETBALL	Head	20		20	Erik Henrysen	B	B		2010/11	\$5,338.60
BOYS	Assistant	10	2	12	Brian Yanarella	B	B		07/08	\$3,203.16
	Assistant	2		2	Jim Katasak	B	B		N/A	\$533.86
BASKETBALL	Head	20		20	Liz Potash	B	G		N/A	\$5,338.60
GIRLS	Assistant	10-Split		6	Jackie Gordon	B	G		NA	\$1,601.58
	Assistant	2		6	John Zalucki	B	G	*	N/A	\$1,601.58
WRESTLING	Head	20	6	26	Dave Scarpill	B	C		94/95	\$6,940.18
COED	Assistant	10-Split	4	8	Matt Walther	B	C		02/03	\$2,135.44
	Assistant	2		4	Jason Christiansen	B	C	*	N/A	\$1,067.72
				4	Jon Canup	B	C	*	N/A	\$1,067.72
SWIMMING	Head	14	10	24	Ed Walsh	V	B		86/87	\$6,406.32
BOYS	Assistant	8-split	4	8	Phil Bergere	V	B		00/01	\$2,135.44
				4	Hunter Baskerville	V	B		N/A	\$1,067.72
SWIMMING	Head	14	10	24	Tom Kane	V	G		81/82	\$6,406.32
GIRLS	Assistant	8		8	Ashley Yanishevskiy	V	G		N/A	\$2,135.44
WINTER TRACK	Head	11 - Split	10	13	Gerry Stemplewicz	V	B		81/82	\$3,470.09
BOYS	Assistant	6-split	2	10	Paul Wilson	V	B		2005/06	\$2,669.30
				6	Ollie Boucher	V	B		NA	\$1,601.58
WINTER TRACK	Head	11		11	Sam Losorelli	V	G		2010/11	\$2,936.23
GIRLS	Assistant	6		6	Steve Martin	V	G		2010/11	\$1,601.58
CHEERLEADING										
(14 units split Fall/Winter)	Head	7 - split	1	5.5	Stephanie Latronica	B	G		2006/07	\$1,468.12
(4 units split Fall/Winter)	Assistant	2 - split	1	5.5	Marla Porecca	B	G		2006/07	\$1,468.12
TOTAL=									\$62,194.69	

Winter SPORTS 2013-2014		South High School								
		EDR units	Longevity	Units pd	Name	V/JV	B/G/Coed	New	Start Yr	Total Pd
BASKETBALL -BOYS	Head	20	2	22	Jason Campbell	B	B		2004/05	\$5,872.46
	Assistant	2	2	4	Josh Williams	B	B		2008/09	\$1,067.72
	Assistant	10		10	Mike Razler	B	B		na	\$2,669.30
BASKETBALL-GIRLS	Head	20	2	22	Beth Mattern	B	G		2007/08	\$5,872.46
	Assistant	10-split	2	8	Rick Weeks	B	G		2008/09	\$2,135.44
	Assistant	2-split		6	Gary Christian	B	G	*	na	\$1,601.58
WRESTLING	Head	20		20	Joe Rigous	B	B	*	na	\$5,338.60
	Assistant	10-split	4	10	Roman Jastrzebski	B	B		2001/02	\$2,669.30
	Assistant	2-split		6	Jesse Dunn	B	B	*	na	\$1,601.58
SWIMMING-BOYS	Head	14	2	16	Jeff Lake	B	B		2004/05	\$4,270.88
	Assistant	8-split	2	4.5	Phil Bergere	B	B		2007/08	\$1,201.19
	Assistant			2.5	Fred Dunn	B	B		2010-11	\$667.33
					3	Amanda Gumins	B	B		na
SWIMMING-GIRLS	Head	14		14	Kevin Whelan	B	G	*	na	\$3,737.02
	Assistant	8-split		4	Zach Wilson	B	G	*	na	\$1,067.72
	Assistant			4	Amanda Guminski	B	G		na	\$1,067.72
WINTER TRACK-BOYS	Head	11-split	4	14	Jason Gable	V	B		2003/04	\$3,737.02
	Assistant	6-split	2	6	Mike Cox	V	B		2004/05	\$1,601.58
	Assistant			3	Justin Crump	V	B		2010/11	\$800.79
WINTER TRACK-Girls	Head	11-split		10	Rachel Beck	V	G		2010/11	\$2,669.30
	Assistant	6-split		5	Paul Poiesz	V	G		na	\$1,334.65
	Assistant			1	Kyle Raguz	V	G		na	\$266.93
	Assistant			1	Justin Crump	V	G		2010/11	\$266.93
CHEERLEADING (14 units split Fall/Winter)	Head	7	1	8	Kim McLaughlin	B	G		2008/09	\$2,135.44
	(4 units split Fall/Winter) Assistant	2		2	Jenny Kolb	B	G	*	na	\$533.86
									Total=	\$54,987.58

Winter SPORTS 2013-14		C.B. WEST								
		EDRs	Longevity	Total	Name	V/JV or Both	B/G/Coed	New	Start Year	Total Paid
BASKETBALL-BOYS										
	Head	20	4	24	Adam Sherman	V	B		2001-2002	\$6,406.32
	Asst	10	4	14	Jason Matussek	B	B		2001-2002	\$3,737.02
	Asst	2	2	4	Zach Martilla	JV	B		2007-2008	\$1,067.72
BASKETBALL-GIRLS										
	Head	20		20	Terry Rakowsky	V	G		09-10	\$5,338.60
	Asst	10		4	Theresa Condi	JV	G	X	na	\$1,067.72
	Asst			4	OPEN	B	G	X		
	Asst	2		4	OPEN	B	G	X		
WRESTLING										
	Head	20		20	Steve Romesburg	V	B	X	na	\$5,338.60
	Asst	12(split)		8	Jerry Ward	B	B	X	na	\$2,135.44
				2	Jason Stout	B	B		na	\$533.86
			2	4	Bob Clark	B	B		2007-08	\$1,067.72
SWIMMING-BOYS										
	Head	14	2	16	Richard Reshetar	V	B		2007-08	\$4,270.88
	Asst	8	2	10	Kathy MacMillan	V	B		2008-09	\$2,669.30
SWIMMING-GIRLS										
	Head	14	8	22	Vibeke Swanson	V	B		91-92	\$5,872.46
	Asst	8(split)	4	7	Fred Dunn	V	B		99-2000	\$1,868.51
	Asst			5	Dan Fitzgerald	V	B	X	na	\$1,334.65
WINTER TRACK-BOYS										
	Head	11	2	13	Greg Wetzel	V	B		2006-2007	\$3,470.09
	Asst	6 (split)		6	John Mahoney	V	B		2010-11	\$1,601.58
WINTER TRACK-GIRLS										
	Head	11	4	15	Kiki Bell	V	G		00-01	\$4,003.95
	Asst	6 (split)		4	Erv Hall	V	G		2010-11	\$1,067.72
	Asst			1	Kevin Munnely	V	G	X	na	\$266.93
	Asst			1	Warren Robertson	V	G		2009-11	\$266.93
CHEERLEADING (14 units split Fall/Winter)										
	Head	7-split	5	7	Lynn Russell	V	G		83-84	\$1,868.51
	Asst	2-split		3	Ashley Monteleone	B	G		2010-11	\$800.79
	Asst			4	Kelly Cramer	JV	G		na	\$1,067.72
									TOTAL=	\$57,123.02

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>re-assignment of units</i>								
Student Government		8-split		4	Kimberly McHale				na	\$1,067.72
				4	Marykate Blankenburg				na	\$1,067.72
<i>Unami</i>		<i>assignment of open units</i>								
Boys Basketball	Asst	7	2	9	Louis Fanelli				2008	\$2,402.37
<i>Unami</i>		<i>assignment of open units</i>								
Wrestling	Asst	3.5		3.5	Joe Becker				na	\$934.26
		<i>re-assignment of units due to maternity leave</i>								
Science Coordinator		8		2	Michelle Spera				na	\$533.86
				6	Christy Gillespie				na	\$1,601.58

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

January 14, 2014

FOR ACTION: Tuition Student

A request has been made for Ryan Houghton to remain at Barclay Elementary School as a tuition student in kindergarten for the 2013-2014 school year. The family is aware of the tuition costs and that tuition status is given on a year to year basis.

RECOMMENDATION:

The administration is recommending that the Board approve Ryan Houghton to remain at Barclay Elementary School for the 2013-2014 school year as a tuition student.

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

January 14, 2014

FOR ACTION: Student Trips

The CB South Varsity Girls Winter Track and Field team is planning to travel to New York on January 25, 2014. The meet at the Armory provides the opportunity for CB South's top athletes to compete against other athletes of their caliber from across the country. All attending athletes are PTFCA and PIAA State medalists. The head coach and four students plan to travel to New York. The cost is \$25 per relay entry (less than \$6 per student).

The CB West Chamber Choir is planning to travel to New York on February 2, 2014. The students will be performing at the home of Aaron Copland, one of the greatest American composers in history, and at the Cathedral of St. John the Divine, the largest Gothic Cathedral in the world (second largest church to the Vatican in Rome). One teacher, twelve students, and one parent plan to travel to New York. The cost of the trip will be \$30 per student. Fundraising and student funds will help pay for the trip. Provisions have been made for any students with a financial need.

RECOMMENDATION:

The administration is recommending that the Board approve the CB South Varsity Girls Winter Track and Field team to travel to New York on January 25, 2014; and the CB West Chamber Choir to travel to New York on February 2, 2014.



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 11-25-13

PERMISSION IS REQUESTED TO FACILITATE A FIELD TRIP TO

DESTINATION(S) The Armory (New Balance Track & Field Center)

ADDRESS(ES) 216 Fort Washington Avenue, New York, NY 10032

DATE(S) Saturday, January 25, 2014

NAME OF SCHOOL CB SOUTH

SCHOOL GROUP (Band, Debate, Sports Teams etc.) Varsity Girls Winter Track & Field

NAME OF SCHOOL GROUP SPONSOR Rachel Beck SPONSOR SIGNATURE Rachel Beck

NUMBER OF STUDENTS IN GROUP 4 NUMBER OF STUDENTS PARTICIPATING IN TRIP 4

COST TO EACH STUDENT ↓ PROVISION FOR THOSE UNABLE TO PAY _____

\$25 per relay entry = less than \$6 per student

MEANS OF FUNDING TRIP CB SOUTH fundraising - money currently in account

NUMBER OF TEACHERS 1 NUMBER OF PARENTS 0 = TOTAL NUMBER CHAPERONES 1
Head Coach

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): To provide the opportunity for CB South's top athletes to compete against other athletes of their caliber from across the country. All attending athletes are PTFCA and PIAA State medalists.

PLEASE ATTACH A DETAILED ITINERARY.

TRANSPORTATION **Bus Company _____

Airline (Name of Carrier) _____

Other (Specify) District Van

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

PRINCIPAL SIGNATURE [Signature]

SCHOOL CB South

DATE 11-26-13

BOARD PRESIDENT SIGNATURE _____

APPROVAL DATE _____



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 1.8.14

PERMISSION IS REQUESTED TO FACILITATE A FIELD TRIP TO

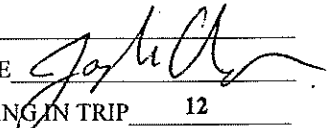
DESTINATION(S) Aaron Copland House & Cathedral of St. John the Divine

ADDRESS(ES) Cortlandt Manor, New York & 1047 Amsterdam Avenue, New York, NY 10025

DATE(S) Sunday, February 2, 2014

NAME OF SCHOOL Central Bucks High School West

SCHOOL GROUP (Band, Debate, Sports Team, etc.) West Chamber Choir

NAME OF SCHOOL GROUP SPONSOR Dr. Joseph Ohrt SPONSOR SIGNATURE 

NUMBER OF STUDENTS IN GROUP 12 NUMBER OF STUDENTS PARTICIPATING IN TRIP 12

COST TO EACH STUDENT \$30.00 PROVISION FOR THOSE UNABLE TO PAY Student Activities Giving Fund

MEANS OF FUNDING TRIP Fundraising and student funds

NUMBER OF TEACHERS 1 NUMBER OF PARENTS 1 = TOTAL NUMBER CHAPERONES 2

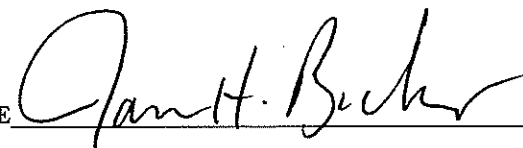
PARENT PERMISSION SLIPS FOR PARTICIPATING STUDENTS MUST BE ON FILE IN THE OFFICE OF THE PRINCIPAL PRIOR TO THE FIELD TRIP.

EDUCATIONAL PURPOSE FOR TRIP (Include objective, invitation, if applicable): Performance at the home of Aaron Copland, one of the greatest American composers in history. Performance at the largest Gothic Cathedral in the world (second largest church to the Vatican in Rome).

PLEASE ATTACH A DETAILED ITINERARY.

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

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

PRINCIPAL SIGNATURE  SCHOOL C.B. West

DATE 1/8/14

BOARD PRESIDENT SIGNATURE _____ APPROVAL DATE _____

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

January 14, 2014

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>
Scott Berger	Administrator	2/7/14	Write Like This	BCIU		125	
Donna Dome	Administrator	2/7/14	Write Like This	BCIU		125	
Suzanne Dailey	Professional	2/7/14	Write Like This	BCIU		125	
Carolyn Furmanski	Administrator	3/12&3/13/14	PASBO	Hershey		560	
Juliet Meehan	Administrator	3/13&3/13/14	PASBO	Hershey		560	
James Molenari	Professional	3/13&3/14/14	Teaching & Learning Conf	Washington, DC		798	
Joseph Ohrt	Professional	2/6&2/7/14	ACDA Choral Convention	Baltimore, MD		180	
Corinne Sikora	Professional	2/7/14	Write Like This	BCIU		125	
Alyssa Walloff	Administrator	2/7/14	Write Like This	BCIU		125	
Totals this meeting						2,723	2,723
Year to date from last meeting					645	4,940	5,585
Totals year to date			General fund budget 55,250		645	7,663	8,308

RECOMMENDATION:

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