



# 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

March 10, 2015

7:30 p.m.

- I. Call to Order/Pledge of Allegiance/Roll Call
- II. Approval of School Board Meeting Minutes – February 24, 2015 Pages 1-20
- 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 9<sup>th</sup> Grade Drug Awareness Program Development - Recognition  
*This Month in Central Bucks* video  
*The Central Bucks School District Music Program* video
- V. School Board Reports Pages 21-36
  - A. Curriculum Committee
  - B. Finance Committee
  - C. Human Resources Committee
  - D. Operations Committee
  - E. BCIU Board
  - F. Middle Bucks Institute of Technology
- VI. Recommendations for Action
  - A. Approval of Accounts Payable Check Disbursements Pages 37-39
    - 1. General Fund Dates (2/27/15) \$ 84,687.79
    - 2. Capital Fund Dates (2/26/15) \$509,636.43
  - B. Approval of a one year contract extension to CPower for Demand Response Services Pages 40-43
  - C. School Board Policy for Approval Pages 44-47  
616 – Payment of Bills

*The Central Bucks School District is making an audio recording of this meeting and streaming the audio live via the CBSD internet.*

**D. Personnel Items**

Pages 48-51

1. Resignations
2. Retirements
3. Terminations
4. Unpaid Leave of Absence
5. Appointments
6. Long-Term Per Diem Substitute Teachers
7. Classification Changes
8. Community School Staff

**E. Student Items**

Pages 52-56

1. Approval of Foreign Exchange Student at Central Bucks High School – West for the 2015-2016 school year.
2. Approval of Central Bucks High School – South Boys Baseball Team to travel to Gretna Glen, Lebanon, PA. Dates are March 13-14, 2015.
3. Approval of Central Bucks High School - South Titan Thespians to travel to New York. Dates are May 9, 2015.
4. Approval of Central Bucks High School – East Scholar’s Bowl Team to travel to Alexandria, VA. Dates are May 29-31, 2015.

**VII. Adjournment**

**Upcoming Meetings: March 24, 2015  
April 14, 2015**

**CENTRAL BUCKS SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

**February 24, 2015**

Dr. Weitzel thanked Director Jennifer DiVasto and the CB East Patriot Chamber Strings for performing before the Board meeting.

The Central Bucks Board of School Directors held its meeting on Tuesday, February 24, 2015 in the Board Room of the Educational Services Center with President Stephen Corr presiding. The meeting was called to order by President Corr at 7:34 p.m., followed by the Pledge of Allegiance.

**BOARD MEMBERS PRESENT**

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

**ADMINISTRATORS PRESENT**

Dr. David Weitzel, Dr. Nancy Silvius, Dr. David Bolton, Andrea DiDio, Scott Kennedy, David Matyas, Dale Scafuro, Edward Sherretta

**ALSO PRESENT**

Jeffrey Garton – Solicitor, Sharon Reiner - School Board Secretary

President Corr announced that the Board met in Executive Session before the meeting tonight to discuss legal issues with respect to Pennsylvania law.

Mr. Corr also announced that in addition to recording this meeting the district is also streaming this meeting live via the internet through the CBSD website.

**APPROVAL OF MINUTES**

Motion by Tyler Tomlinson, supported by James Duffy, to approve the minutes of the February 10, 2015 school board meeting.

Motion Approved 7-0-2. (John Gamble, Joseph Jagelka)

**PUBLIC COMMENT**

Sam Losorelli, Linda Frederick, Marge Thackray, Wendy Schneider and Robin Boger commented that they have the deepest respect for the ultimate sacrifice of Army 1<sup>st</sup> Lt. Colby Umbrell, a CB East graduate, but they urged the Board to consider naming the CB East Stadium the 'CB East Patriot Stadium' in honor of all those who have served this country, and also in honor of all the former, present, and future students in the community. They suggested that perhaps a memorial wall within the stadium could be dedicated to Lt. Umbrell. Jon Schneider thanked Mrs. McMullin for her wisdom and her years of service to the CB community.

Mr. Corr stated that there will not be any action taken in March on the naming of the stadium due to two school board members being absent. Action may be taken in April or May.

## **SUPERINTENDENT'S REPORT**

### CB Reporting Student Achievement Update

Mr. Steve Cashman, Principal of Titus Elementary School and Ms. Suzanne Dailey, Staff Development Facilitator, presented an update on the elementary standards-based reporting system. The district is now halfway through its first year of implementation and has accomplished a lot, but there is still important work to be done. For almost two years prior to this rollout the district researched this reporting system and presented the information to many parent groups, teachers, elementary and secondary administrators. Mr. Cashman and Ms. Dailey discussed the rationale behind the reporting system and discussed the various resources available to both professional staff and parents. Continued staff development will be held during the summer and throughout the year and teachers will continue to collaborate with each other. Teacher and parent surveys have been sent out and there will always be continued communication with parents. The presentation ended with a few video clips of teachers sharing the impact of standards-based reporting in their classroom.

## **TREASURER'S REPORT AND SUMMARY OF FUND DISBURSEMENTS**

Motion by Jerel Wohl, supported by Joseph Jagelka, to approve the Treasurer's Report and Summary of Fund Disbursements for the month of January 2015.

General Fund	\$20,761,742.17
Capital Fund	1,549,640.32
Food Service	<u>400,757.50</u>
TOTAL ALL FUNDS	\$22,712,139.99

Motion Approved 9-0.

## **ACCOUNTS PAYABLE CHECK DISBURSEMENTS**

Motion by James Duffy, supported by Joseph Jagelka, to approve the February 15, 2015 and February 19, 2015 General Fund check disbursements.

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

## **REAL ESTATE TAX ASSESSMENT APPEAL**

Motion by Tyler Tomlinson, supported by Geryl McMullin, to approve the proposed settlement of a real estate tax assessment appeal with John H. Thompson and TF Partners LLP (Thompson Properties) from 2011-2012 through 2014-2015 for properties (6205 Easton Road, Plumstead Township; 450 Broad Street, Doylestown Township; and 651 North Main Street in Doylestown Borough). The district agrees to pay a lump sum payment for the referenced years in the amount of \$54,975.66.

Motion Approved 9-0.

## **COPIER LEASE AGREEMENT**

Motion by John Gamble, supported by Kelly Unger, to approve leasing light duty copiers, as needed, from March 2015 to July 2015 at a monthly cost of \$225 per machine pending review of the lease agreement by the solicitor. The lease would be with Canon Solutions America.

Motion Approved 9-0.



Katherine Finkbeiner      Elementary teacher – Jamison Elementary School  
May 11, 2015 – August 2016

Jennifer Kolb                Mathematics teacher – Central Bucks High School – South  
June 2, 2015 – January 2016

APPOINTMENTS

Name:            Katie Logorda  
Position:        Special Education Assistant – Bridge Valley Elementary School  
                     \$14.37 per hour  
Effective:        February 9, 2015

Name:            Garry Mains  
Position:        Custodian Floater  
                     \$15.32 per hour  
Effective:        March 2, 2015

Name:            Heather Young  
Position:        Basic Skills Instructional Assistant – Pine Run Elementary School  
                     \$13.87 per hour  
Effective:        February 17, 2015

LONG-TERM SUBSTITUTE TEACHERS

Name:            Natalie Richey  
Position:        (.41) Business teacher – Central Bucks High School – West  
                     \$10,166 (MS+0 credits, Step 1)  
Effective:        January 29, 2015 until the end of the 2014-2015 school year

LONG-TERM PER DIEM SUBSTITUTE TEACHERS

Name:            Howard Gottlieb  
Position:        Elementary teacher – Cold Spring Elementary School  
                     \$19.75 per hour  
Effective:        February 18, 2015

Name:            Amy Laff  
Position:        Special Education teacher – Mill Creek Elementary School  
                     \$19.75 per hour  
Effective:        February 9, 2015

Name:            Justin Leshner  
Position:        Elementary teacher – Titus Elementary School  
                     \$19.75 per hour  
Effective:        February 9, 2015

Name:            Sharon Payne  
Position:        Science teacher – Central Bucks High School – East  
                     \$19.75 per hour  
Effective:        February 9, 2015

Name: Kelli Voorhees  
 Position: Elementary teacher – Doyle Elementary School  
 \$19.75 per hour  
 Effective: February 26, 2016

CLASSIFICATION CHANGES

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Kristie Buckner	(Temp) Sp Ed Asst Linden No Change In Salary	(Perm) Special Ed Asst Linden No Change In Salary	3/3/15
Lisa Costantini	Bus Dispatcher Transportation \$22.78 Per Hour	(Temp) Transportation Mgr Transportation \$29.86 Per Hour	2/2/15

COMMUNITY SCHOOL STAFF

Danica Fossesca Before/After School Educational Assistant \$13.87/hour

SUMMER BAND DIRECTOR

Mark Appiotti \$1,500

PER DIEM SUBSTITUTE TEACHERS Approved salary rate of \$11.85/per hour, greater than 39 days \$13.85/per hour, for the 2014-2015 school year.

Daniel Andrzejewski	Kaitlyn Grundy	Laura Lesnevec
Linda Becker	Lauren Hall	Aimee Porco
Nicole Brandecker	Bonnie Humphreys	Karly Seiz
Tara Capriotti	Katie Jones	Jessica Shoap
Gerard Connaughton	Alisa Kelly	Anne Marie Varrella
Alex Copenhaver	Elizabeth Kettle	Katrina Wright
Jacqueline DeMatteo	Christine Klingbeil	Heather Young
Alexandra Dusak	Emily Koerner	Lauren Zeleznik
John Fisher	Noel Kress	
Alyssa Getz	Cassandra Leonti	

PER DIEM SUBSTITUTE BUS DRIVERS, SUBSTITUTE VAN DRIVERS, SUBSTITUTE CUSTODIANS, AND SUBSTITUTE EDUCATIONAL ASSISTANTS Approved salary rate of \$20.35/\$13.45/\$14.00/\$10.50 per hour for the 2014-2015 school year.

<u>Substitute Bus Driver:</u>	<u>Substitute Van Driver:</u>	<u>Substitute Custodian:</u>
Donald Hoagland	Kelsey Reidmiller	Sharon Roney

Substitute Educational Assistant:  
 Kimberly Dillon  
 Susan Meyers

Motion Approved 9-0.

**STUDENT ITEMS**

Motion by Kelly Unger, supported by Joseph Jagelka, to approve the Course of Study for Study Abroad: France.

Motion Approved 9-0.

Motion by John Gamble, supported by Geryl McMullin, to approve the following student trips:

- Lenape Middle School 9<sup>th</sup> Grade Team to travel to Washington, D.C. on April 1, 2015
- Holicong Middle School 9<sup>th</sup> Grade Class to travel to Washington, D.C. and Arlington, VA. on April 9, 2015
- Unami Middle School 9<sup>th</sup> Grade Class to travel to New York on April 16, 2015

Motion Approved 9-0.

**STAFF CONFERENCES/WORKSHOPS**

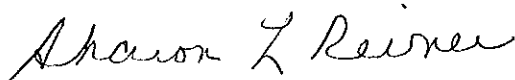
Motion by John Gamble, supported by Jerel Wohl, to approve the following staff to attend the listed conferences/workshops.

Cox, Denise	4/13-4/17/15	Edulog Training Conference	Nevada	2,000	
Geiger, Grace	4/14-4/15/15	AESOP Training	Philadelphia	399	
Kahley, Jeanann	3/18/15	Microsoft Solutions for the Class	Philadelphia		35
Kern, Adam	4/13-4/17/15	Edulog Training Conference	Nevada	2,000	
Matyas, David	3/10-3/13/15	PASBO	Hershey	926	
Salvesen, Susan	3/18/15	Microsoft Solutions for the Class	Philadelphia		35
Trawinski, Christine	4/14-4/15/15	AESOP Training	Philadelphia	489	
Turner, Danielle	3/17-3/20/15	PA State Athletic Directors	Hershey	892	
Wohl, Charles	4/13-4/17/15	Edulog Training Conference	Nevada	2,000	
Wood, Courtney	3/19/15	PATTAN	King of Prussia	91	
<b>Totals this meeting</b>				<b>\$8,797</b>	<b>\$70</b>

Motion Approved 9-0.

There being no further business before the Board, motion by Tyler Tomlinson, supported by John Gamble, to adjourn at 9:00 p.m.

Respectfully submitted,



Sharon L. Reiner  
Board Secretary



PREPARED BY AND RETURN TO:

Prepared by Chalfont Borough.

Return to Sandra Zadell - Chalfont Borough, 40 North Main Street, Chalfont, PA 18914

PARCEL ID NOS.:TMP 07-009-022-002

EASEMENT AGREEMENT

THIS EASEMENT AGREEMENT (this "Agreement") is made this 24 day of February 20/5, between Central Bucks School District (hereinafter "CSBD") and **CHALFONT BOROUGH**, a political subdivision of the Commonwealth of Pennsylvania (the "Borough").

BACKGROUND

A. CSBD is the owner of a Parcel of ground situate in Chalfont Borough, Bucks County, Pennsylvania (collectively, the "CSBD Parcel"), indexed in the records of the Bucks County Recorder of Deeds at Tax Map Parcel 07-009-022-002 and as more particularly described on Exhibit "A", the Exhibit Plan (2 sheets), which is attached hereto and made a part hereof.

B. The Borough desires to establish a multi-use trail (the "Trail") for use by the general public through and over the CSBD Parcel and CSBD is willing to grant an easement to the Borough for such purposes.

NOW, THEREFORE, the parties hereto, in consideration of the mutual promises contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and intending to be legally bound hereby, covenant and agree as follows:

1. Incorporation of Recitals. The recitals set forth above and the exhibits attached hereto are hereby incorporated herein by reference as if set forth in full in the body of this Agreement.
2. Trail Easement. CSBD, for itself and its successors and assigns, hereby grants to the Borough and its successors and assigns, an easement benefiting the Borough over, on, under and upon the CSBD Parcel (the "Trail"), as outlined on the Exhibit Plan (the

"Exhibit Plan") on Exhibit "A" and more particularly described in the legal description(s) contained in Exhibit "B", each attached hereto and made a part hereof (the "Trail Area") for the purposes of constructing, inspecting, improving, operating, repairing, replacing and maintaining the Trail; provided, however, that the Trail Easement shall be under and subject to all conditions, restrictions, easements and agreements affecting the Trail Easement Area which now appear of record and to the following:

(a) Neither CBSD, nor its successors or assigns shall erect or maintain any improvements on, over or under the Trail Easement Area which would affect access to or use of the Trail; provided, however, that CBSD shall be permitted to run utilities under or over the Trail, provided that the running of such utilities does not interfere with the safe operation of the Trail, and further provided that CBSD provides written notice of installation of such utilities to the Borough, completes the installation in an expeditious manner, and restores the Trail to its pre-existing condition following installation of any utilities.

(b) The Trail Easement is not exclusive and CBSD and its successors and assigns reserve the right, after prior written notice to the Borough, to grant such other easements, rights or privileges over, on, under and upon the Trail Easement Area to such other persons and entities as CBSD and its successors and assigns may elect, so long as such easements, rights or privileges do not interfere with either (i) access to or the use of the Trail, or (ii) the safe use of the Trail as a hiking and biking trail.

(c) If the Trail Easement Area traverses any private roadways owned by CBSD, CBSD reserves the right to impose any traffic and safety rules and regulations with respect to such areas deemed necessary by CBSD.

(d) CBSD shall have the right to close or limit access to the Trail Easement Area during such times when CBSD is performing operations that may pose a threat to health and safety including, without limitation, during times when CBSD is constructing or repairing facilities located on CBSD Parcels and other parcels owned by CBSD near the Trail Easement Area. CBSD shall only close or limit access to the Trail Easement Area for such periods of time as are necessary to remove any threat to health and safety and, during all periods of such closure or limited access, CBSD shall place conspicuous notice of such closure or limited access at the points where the Trail enters/exits CBSD Parcels.

(e) It is specifically understood and agreed that any impervious surface area created on the CBSD property as a result of the construction and maintenance of the Trail identified herein, shall and is excluded from any calculations of impervious surface area for any future construction and/or land development of

the CBSD property by the current or any subsequent owner(s) of TMP 07-009-022-002.

3. Temporary Construction Easement. CBSD hereby grants to the Borough a non-exclusive easement and right to use an additional five (5) feet of the CBSD Parcel measured from the limit of the trail easement granted herein, as may be reasonably required to provide temporary access and construction period storage and staging of construction trailers, building materials and equipment and an access route for construction vehicles (the "Temporary Construction Easement"). The Temporary Construction Easement may be used only during and in connection with the initial construction of the Trail. This temporary easement right shall be exercised by the Borough so as not to unreasonably interfere with CBSD's normal operations. The Borough shall expeditiously complete any construction work that requires the exercise of this easement right and, upon completion of such work, promptly clean, repair and restore the Temporary Construction Easement Areas to substantially their condition that existed prior to Tenant's use of such Temporary Construction Easement Areas as reasonably required by CBSD.

4. Construction Obligations and Covenants. Whenever pursuant to this Agreement the Borough constructs any improvements in connection with the use and enjoyment of the easements granted herein, it is understood and agreed that such construction shall be performed in accordance with the following requirements:

(a) CBSD shall have the right to approve the plans and specifications for any improvements to be constructed within the Trail Easement Area, which approval shall not be unreasonably withheld, conditioned or delayed. If CBSD does not object to the plans and specifications within thirty (30) days after receipt, the plans and specifications shall be deemed approved.

(b) All such construction shall be performed in a good and workmanlike manner in accordance with sound engineering practice and in compliance with all applicable laws, ordinances, rules and regulations of all local, state and federal agencies and authorities having jurisdiction thereof, with the Borough hereby agreeing to obtain prior to the commencement of such construction all permits, licenses and other approvals required in connection therewith from all governmental agencies and authorities having jurisdiction and to deliver copies thereof to CBSD.

(c) All such improvements shall be constructed and completed free of any mechanic's or materialman's lien, and the Borough hereby agrees (i) to indemnify and hold CBSD harmless from and against all loss, damage, cost, expense, action or cause of action arising from or in connection with any such mechanic's or materialman's lien, including, without limitation, reasonable attorney's fees and expenses and court costs, and (ii) to obtain and maintain the insurance required

pursuant to Section 6 hereof.

(d) All construction of the Trail and any other improvements constructed by the Borough hereunder shall be the responsibility of the Borough and at the Borough's sole cost and expense. Upon the commencement of the construction of the Trail by the Borough, the Borough shall proceed expeditiously to complete the construction of the Trail.

#### 5. Maintenance Obligations and Covenants.

(a) The Borough shall be responsible, at its sole cost and expense, for all repair, maintenance and replacement of the Trail, and any other improvements constructed in the Trail Easement Area by or on behalf of the Borough, to the extent any such repair, maintenance or replacement is necessary to keep the Trail and any other such improvements in a safe and sightly condition. The Borough shall also be responsible for the repair of any damage to CBSD Parcel resulting from the installation, operation, use, maintenance, repair, or replacement of the Trail and the Trail Easement Area. It is understood that the Borough does not intend at this point in time to perform snow removal on the trail during the winter months, and in no event shall CBSD have any obligation to perform snow removal during the winter months or any other maintenance on the trail during the calendar year.

(b) If the Borough fails to perform its repair, maintenance and replacement obligations under this Section 5, CBSD may notify the Borough in writing of such failure. In the further event the Borough fails to remedy the defects set forth in the notice from CBSD within thirty (30) days after receipt of such notice, CBSD shall have the right, but not the obligation, to correct such deficiencies on behalf of and at the expense of the Borough; provided, however, that in the event thirty (30) days is insufficient time in which to cure the default and (i) the Borough is diligently pursuing such cure, (ii) the default can be cured within a reasonable period of time after expiration of the 30-day period, and (iii) the Borough presents CBSD with a plan to cure such default which is reasonably satisfactory to CBSD, CBSD will not pursue any remedies available to it. If CBSD performs any maintenance, repairs and replacements on behalf of the Borough after giving the required notice, CBSD shall have the right to bill the Borough for the direct costs incurred by CBSD.

#### 6. Indemnification and Insurance.

(a) The Borough agrees to indemnify and defend CBSD and to hold CBSD harmless from and against any loss, claim, damage, cost, expense, liability, action or cause of action, including, without limitation, reasonable attorneys' fees

and expenses and court costs, arising out of or incurred in connection with the use of the Trail Easement or the Temporary Construction Easement by the Borough and its agents, employees, contractors, servants, licensees and invitees (including, without limitation, members of the general public making use of the Trail Easement) unless the loss, claim, damage, cost, expense or liability is caused by the negligence or willful misconduct of CBSD, its employees, officers, directors, agents, contractors, servants or licensees.

(b) From and after the date this Agreement is fully executed by the parties hereto, the Borough shall carry and maintain general liability insurance or group self-insurance on an occurrence basis against claims for bodily injuries to persons (including death) and damage to property, occasioned by, or arising from, the existence, use and/or exercise of the Trail Easement and the Temporary Construction Easement. The Borough shall choose, in its sole discretion, to carry and maintain such insurance or group self-insurance through either (i) an insurer licensed to do business in the Commonwealth of Pennsylvania; or (ii) a group self-insurance trust, such as the Delaware Valley Insurance Trust. Such insurance or group self-insurance shall be maintained under a policy or coverage pursuant to which CBSD shall be named as an additional insured or covered party.

(c) The insurance or group self-insurance required by Section 6(b) shall afford protection with limits of liability in amounts not less than Two Million Dollars (\$2,000,000.00) combined single limit each occurrence with respect to bodily injuries to persons (including death) and property damage.

(d) The Borough shall provide CBSD, upon its reasonable request, with certificate(s) evidencing that all the insurance or group self-insurance coverage required by this Section 6 is in full force and effect. The insurance or group self-insurance required by this Section 6 shall contain an agreement by the insurer or group self-insurance trust to give at least ten (10) days' prior written notice to CBSD in the event of cancellation or non-renewal of such insurance or group self-insurance. The Borough will provide an insurance certificate to CBSD each year.

(e) Nothing contained in this Section 6 shall be deemed to prohibit the Borough from obtaining insurance or group self-insurance which may cover any other property, premises, or liabilities of the Borough, in addition to the coverage to be afforded pursuant to this Section 6.

7. Relocation of the Trail Easement. If either (a) the location of the Trail Easement Area, in the reasonable judgment of CBSD, interferes with CBSD's operations and/or activities, or (b) the functioning of the Trail Easement Area is materially impacted by alterations and/or relocations of existing roads and driveways (and entrances and exits thereto) located on or adjacent to CBSD Parcels, then CBSD and the Borough shall

reasonably cooperate with each other to cause the Trail Easement Area to be relocated in a manner satisfactory to address the foregoing concerns. If the Trail Easement Area is relocated pursuant to subsection (a), CBSD shall be responsible, at its sole cost and expense, for constructing any improvements necessitated by the relocation of the Trail Easement Area and if the Trail Easement Area is relocated pursuant to subsection (b), the Borough shall be responsible, at its sole cost and expense, for constructing any improvements necessitated by the relocation of the Trail Easement Area. If the Trail Easement Area is ever relocated subsequent to the date of this Agreement, the parties hereto shall promptly execute and record an amendment to this Agreement identifying the relocated Trail Easement Area.

8. Notices. All notices, requests and consents herein required or permitted from either party to the other shall be in writing and shall be sent by nationally-recognized courier guaranteeing overnight delivery, or by mailing the same by registered or certified mail, postage prepaid, return receipt requested, at the addresses indicated below or to such other address as the party to receive same may designate by notice to the other. All such notices, requests and other communications shall be deemed to have been sufficiently given for all purposes on the day after the date of deposit with a courier guaranteeing overnight delivery, or if deposited in the United States mail, the date when the notice is either received or rejected by the addressee. All such notices shall be addressed as follows:

(a) If intended for the Borough:  
Chalfont Borough  
40 North Main Street, Chalfont PA. 18914  
Attn: Borough Manager

(b) If intended for CBSD:  
Superintendent  
Central Bucks School District  
20 Welden Drive, Doylestown, PA 18901

or to such other addresses or entities as either party hereto may from time to time direct by notice to the other party hereto given as provided above.

9. Amendments. This Agreement may not be altered, modified, amended or terminated except by an instrument in writing duly executed by the parties then bound by this Agreement and in recordable form, which shall be recorded promptly and the expense thereof shall be borne equally by all parties then bound hereunder.

10. Headings. The headings used in this Agreement are for convenience and reference only and are not a part of this Agreement and do not in any way control, define, limit, or add to the terms, covenants, conditions and provisions hereof.

11. Governing Law. This Agreement shall be construed, interpreted and governed by

the laws of the Commonwealth of Pennsylvania.

12. Binding Effect. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors, heirs and/or assigns.

13. Covenants Running with the Land; Easements to be Private.

(a) It is intended that the covenants and agreements contained herein are to be covenants running with the land and affirmatively enforceable against the land and any grantee, successor and assign thereof.

(b) Notwithstanding the fact that it is understood that the Borough will permit members of the public to use the Trail and the Trail Easement, neither the granting of any easement hereunder nor the use and enjoyment thereof pursuant to the provisions of this Agreement shall be deemed in any way to create or confer in or on any member of the public any estate or interest therein.

14. Entire Agreement. This Agreement contains the entire agreement among the parties hereto with respect to the subject matter hereof, and there are no other terms, conditions, provisions, understandings, statements, or representations, express or implied, concerning the subject matter hereof.

15. Counterparts. This Agreement may be executed any number of counterparts. All such counterparts shall be deemed to be originals and shall together constitute but one and the same instrument.

In Witness hereof, intending to be legally bound hereby, the parties have set their hands and seals on the date and in the year first written above.

CHALFONT BOROUGH

Date: \_\_\_\_\_

\_\_\_\_\_  
By: John Engel, Council President

CENTRAL BUCKS SCHOOL DISTRICT

Date: 2/24/15

By: Stephen A. Curr

Position: School Board President

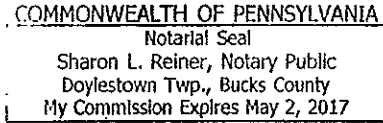
COMMONWEALTH OF PENNSYLVANIA

COUNTY OF Bucks

:  
: ss.  
:

On the 24 day of February A.D., 2015, before me, the undersigned officer, personally appeared Stephen A. Curr, who acknowledged himself/herself to be the School Board President and that he/she as such officer being authorized to do so, executed the foregoing instrument for the purposes therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.



Sharon L. Reiner  
Notary Public

COMMONWEALTH OF PENNSYLVANIA

COUNTY OF \_\_\_\_\_

:  
: ss.  
:

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned officer, personally appeared \_\_\_\_\_ who acknowledged themselves to be the \_\_\_\_\_ of Chalfont Borough, and acknowledged that they are authorized to execute this document on behalf of the Borough of Chalfont and that they executed the same for the purposes therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

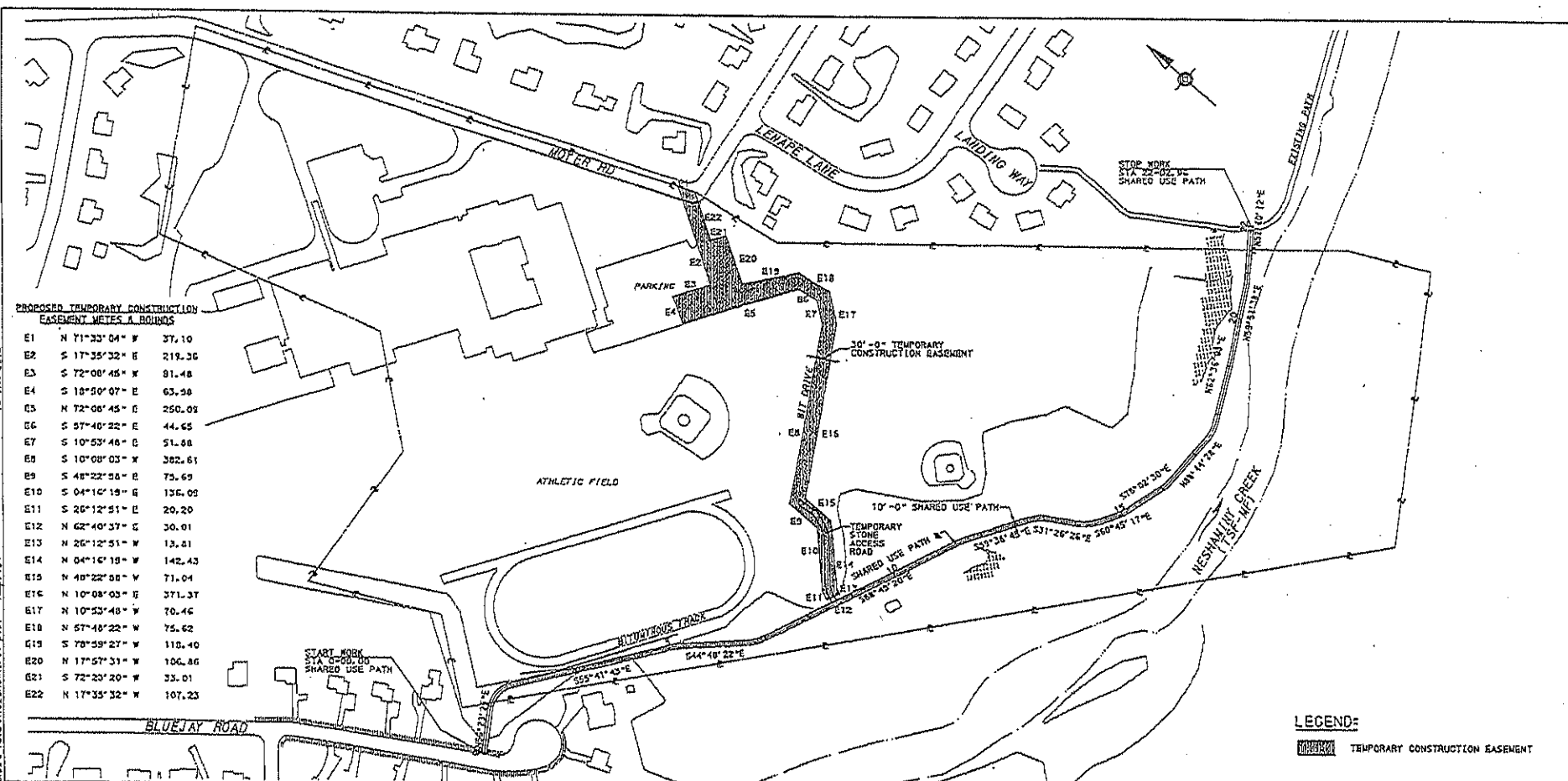
\_\_\_\_\_  
Notary Public





16-JAN-2015

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PROPOSED TEMPORARY CONSTRUCTION EASEMENT METES & BOUNDS

E1	N 71°33'04" W	37.10
E2	S 17°35'32" E	219.36
E3	S 72°08'45" W	91.48
E4	S 18°50'07" E	63.90
E5	N 72°08'45" E	250.09
E6	S 57°40'22" E	44.63
E7	S 10°53'46" E	51.68
E8	S 10°08'03" W	382.61
E9	S 48°22'58" E	75.69
E10	S 04°10'19" E	136.02
E11	S 26°12'51" E	20.20
E12	N 62°40'37" E	30.01
E13	N 26°12'51" W	13.61
E14	N 04°10'19" W	142.43
E15	N 48°22'58" W	71.04
E16	N 10°08'03" E	371.37
E17	N 10°53'48" W	70.46
E18	N 57°40'22" W	75.62
E19	S 70°59'27" W	110.40
E20	N 17°57'31" W	106.86
E21	S 72°20'20" W	33.01
E22	N 17°35'32" W	107.23

RIGHT-OF-WAY CLAIM INFORMATION

STATE ROUTE: N/A	SEC. NO.: N/A	CHALFONT BOROUGH	BUCKS COUNTY
PARCEL NO.: N/A	SHEET NO.: N/A	CLAIM NO.	
PROPERTY OWNER: SJ CENTRAL BUCKS SCHOOL DISTRICT			
GRANTOR: SJ CENTRAL BUCKS SCHOOL BUILDING AUTHORITY			
DEED BOOK	AREAS	SF	REQUIRED AREA
PAGE	DEED		TRAIL EASEMENT
DATE OF DEED: 02-10-2014	CALCULATED	207622.2	43276.4
DATE OF RECORD: 02-10-2014	ADVERSED		
CONSIDERATION: \$1.00	EXCEPTIONS		
TAX STAMPS: \$0.00	LEGAL R/W	21316.3	
TAX PARCEL NO.: 1-2-22-2	EFFECTIVE	20150117	
	TOTAL REQ'D R/W		VERIFICATION DATE: 01-01-2015
	TOTAL RESIDUE	204551.7	DRAWN BY: MICHAEL BAKER, JR., INC.
	RESIDUE LT.		SCALE: 0 100 200 FEET
	RESIDUE RT.	204253.1	

PROPERTY PLOT PLAN  
0 100' 200'  
SCALE IN FEET

LEGEND:  
[Symbol] TEMPORARY CONSTRUCTION EASEMENT

REVISION NUMBER	REVISIONS	DATE	BY

PLANS PREPARED BY  
**Michael Baker INTERNATIONAL**  
MICHAEL BAKER JR., INC.  
300 GORDON ROAD SUITE 500  
NORTHAM, PA 18644

NESHAMINY GREENWAY TRAIL  
CHALFONT BOROUGH, BUCKS COUNTY, PENNSYLVANIA  
**CHALFONT BOROUGH**  
40 N. MAIN STREET  
CHALFONT, PA 18914

DATE: 1/14/2015	UNAMI TEMPORARY CONSTRUCTION EASEMENT PLAN	APPROVED
DRAWN BY: SEP		SHEET: 1 OF XX

ALL DIMENSIONS MUST BE VERIFIED BY CONTRACTOR AND OWNER MUST BE NOTIFIED OF ANY DISCREPANCIES BEFORE PROCEEDING WITH THE WORK.



Legal Description of Central Bucks School District Property

Legal Description of Temporary Construction Easement on Central Bucks School District Property

Beginning at the eastern point at the bend in Moyer Road on the property line now or formerly of Central Bucks School District; (1) following the property line North 71 degrees 33 minutes 04 seconds West 37.10 feet to a point; (2) thence leaving the property line South 17 degrees 35 minutes 32 seconds East 219.36 feet to a point; (3) thence extending South 72 degrees 08 minutes 45 seconds West 81.48 feet to a point; (4) thence extending South 18 degrees 50 minutes 07 seconds East 63.98 feet to a point; (5) thence extending North 72 degrees 08 minutes 45 seconds East 250.09 feet to a point; (6) thence extending South 57 degrees 48 minutes 22 seconds East 44.65 feet to a point; (7) thence extending South 10 degrees 53 minutes 48 seconds East 51.88 feet to a point; (8) thence extending South 10 degrees 08 minutes 03 seconds West 382.61 feet to a point; (9) thence extending South 48 degrees 22 minutes 58 seconds East 75.69 feet to a point; (10) thence extending South 04 degrees 16 minutes 19 seconds West 136.09 feet to a point; (11) thence extending South 26 degrees 12 minutes 51 seconds East 20.20 feet to a point; (12) thence extending North 62 degrees 40 minutes 37 seconds East 30.01 feet to a point; (13) thence extending North 26 degrees 12 minutes 51 seconds West 13.81 feet to a point; (14) thence extending North 04 degrees 16 minutes 19 seconds West 142.43 feet to a point; (15) thence extending North 48 degrees 22 minutes 58 seconds West 71.04 feet to a point; (16) thence extending North 10 degrees 08 minutes 03 seconds East 371.37 feet to a point; (17) thence extending North 10 degrees 53 minutes 48 seconds West 70.46 feet to a point; (18) thence extending North 57 degrees 48 minutes 22 seconds West 75.62 feet to a point; (19) thence extending South 78 degrees 59 minutes 27 seconds West 118.40 feet to a point; (20) thence extending North 17 degrees 57 minutes 31 seconds West 106.86 feet to a point; (21) thence extending South 72 degrees 23 minutes 20 seconds West 33.01 feet to a point; (22) thence extending North 17 degrees 35 minutes 32 seconds West 107.23 feet to the first mentioned point and place of beginning.

Legal Description of Trail Easement on Central Bucks School District Property

Beginning at a point on the property line now or formerly of Lawrence Alles and Cheryl Alles said point being 45.20 feet south of the western most point of the Central Bucks School District property; (1) leaving the property line curving clockwise 79.90 feet along a radius of 75.00 feet to a point; (2) thence extending South 55 degrees 41 minutes 43 seconds East 14.25 feet to a point; (3) thence extending North 34 degrees 18 minutes 17 seconds East 3.00 feet to a point; (4) thence extending South 55 degrees 41 minutes 43 seconds East 187.26 feet to a point; (5) thence extending North 34 degrees 18 minutes 17 seconds East 6.00 feet to a point; (6) thence extending South 55 degrees 41 minutes 43 seconds East 139.71 feet to a point; (7) thence curving clockwise 23.57 feet along a radius of 124.00 feet to a point; (8) thence extending South 44 degrees 48 minutes 22

seconds East 134.05 feet to a point; (9) thence curving counterclockwise 31.86 feet along a radius of 76.00 feet to a point; (10) thence extending South 68 degrees 49 minutes 20 seconds East 16.78 feet to a point; (11) thence extending South 21 degrees 10 minutes 40 seconds West 9.00 feet to a point; (12) thence extending South 68 degrees 49 minutes 20 seconds East 434.89 feet to a point; (13) thence curving clockwise 18.49 feet along a radius of 115.00 feet to a point; (14) thence extending South 59 degrees 36 minutes 45 seconds East 129.01 feet to a point; (15) thence curving clockwise 56.54 feet along a radius of 115.00 feet to a point; (16) thence extending South 31 degrees 26 minutes 26 seconds East 53.50 feet to a point; (17) thence curving counterclockwise 43.49 feet along a radius of 85.00 feet to a point; (18) thence extending South 60 degrees 45 minutes 17 seconds East 38.75 feet to a point; (19) thence curving counterclockwise 22.68 feet along a radius of 85.00 feet to a point; (20) thence extending South 76 degrees 02 minutes 30 seconds East 80.33 feet to a point; (21) thence curving counterclockwise 22.58 feet along a radius of 85.00 feet to a point; (22) thence extending North 88 degrees 44 minutes 28 seconds East 113.08 to a point; (23) thence curving counterclockwise 38.78 feet along a radius of 85.00 to a point; (24) thence extending North 62 degrees 36 minutes 03 seconds East 41.65 feet to a point; (25) thence extending North 27 degrees 23 minutes 57 seconds West 5.00 feet to a point; (26) thence extending North 62 degrees 36 minutes 03 seconds East 83.74 feet to a point; (27) thence curving counterclockwise 13.39 feet along a radius of 280.00 feet to a point; (28) thence extending North 59 degrees 51 minutes 38 seconds East 58.70 feet to a point; (29) thence extending South 30 degrees 08 minutes 22 seconds East 5.00 feet to a point; (30) thence extending North 59 degrees 51 minutes 38 seconds East 95.26 feet to a point; (31) thence curving counterclockwise 10.67 feet along a radius of 85.00 feet to a point; (32) thence extending North 52 degrees 40 minutes 12 seconds East 61.64 feet to a point; (33) thence extending South 40 degrees 57 minutes 51 seconds East 30.06 feet to a point; (34) thence extending South 52 degrees 40 minutes 12 seconds West 6.19 feet to a point; (35) thence extending South 37 degrees 19 minutes 48 seconds East 20.00 feet to a point; (36) thence extending South 52 degrees 40 minutes 12 seconds West 57.36 feet to a point; (37) thence extending North 37 degrees 19 minutes 48 seconds West 20.00 feet to a point; (38) thence curving clockwise 14.43 feet along a radius of 115.00 feet to a point; (39) thence extending South 59 degrees 51 minutes 38 seconds 134.15 feet to a point; (40) thence extending South 30 degrees 08 minutes 22 seconds East 15.00 feet to a point; (41) thence extending South 59 degrees 51 minutes 38 seconds West 19.81 feet to a point; (42) thence curving clockwise 15.78 feet along a radius of 330.00 feet to a point; (43) thence extending South 62 degrees 36 minutes 03 seconds West 71.88 feet to a point; (44) thence extending North 27 degrees 23 minutes 57 seconds West 15.00 feet to a point; (45) thence extending South 62 degrees 36 minutes 03 seconds West 53.51 feet to a point; (46) thence curving clockwise 52.47 feet along a radius of 115.00 feet to a point; (47) thence extending South 88 degrees 44 minutes 28 seconds West 113.08 feet to a point; (48) thence curving clockwise 30.54 feet along a radius of 115.00 feet to a point; (49) thence extending North 76 degrees 02 minutes 30 seconds West 80.33 feet to a point; (50) thence curving clockwise 30.68 feet along a radius of 115.00 feet to a point; (51) thence extending North 60 degrees 45 minutes 17 seconds West 38.75 feet to a point; (52) thence curving clockwise 58.84 feet along a radius of 115.00 feet to a point; (53) thence extending North 31 degrees 26 minutes 26 seconds West 53.50 feet to a point; (54) thence curving counterclockwise

41.79 feet along a radius of 85.00 feet to a point; (55) thence extending North 59 degrees 36 minutes 45 seconds West 129.01 feet to a point; (56) thence curving counterclockwise 13.66 feet along a radius of 85.00 feet to a point; (57) thence extending North 68 degrees 49 minutes 20 seconds West 13.88 feet to a point; (58) thence extending South 21 degrees 10 minutes 40 seconds West 15.00 feet to a point; (59) thence extending North 68 degrees 49 minutes 20 seconds West 29.54 feet to a point; (60) thence extending North 21 degrees 10 minutes 40 seconds East 15.00 feet to a point; (61) thence extending North 68 degrees 49 minutes 20 seconds West 368.26 feet to a point; (62) thence extending South 21 degrees 10 minutes 40 seconds West 20.00 feet to a point; (63) thence extending North 68 degrees 49 minutes 20 seconds West 39.98 feet to a point; (64) thence curving clockwise 13.09 feet along a radius of 135.00 feet to a point; (65) thence extending North 26 degrees 43 minutes 56 seconds East 20.00 feet to a point; (66) thence curving clockwise 37.05 feet along a radius of 115.00 feet to a point; (67) thence extending North 44 degrees 48 minutes 22 seconds West 134.05 feet to a point; (68) thence curving counterclockwise 16.15 feet along a radius of 85.00 feet to a point; (69) thence extending North 55 degrees 41 minutes 43 seconds West 341.22 feet to a point; (70) thence curving counterclockwise 32.28 feet along a radius of 45.00 feet to a point; (71) thence extending North 51 degrees 52 minutes 56 seconds West 36.12 feet to the first mentioned point and place of beginning.

**CENTRAL BUCKS SCHOOL DISTRICT**  
**Curriculum Committee Notes**  
**February 11, 2015**

MEMBERS PRESENT

John Gamble, Chairperson  
Kelly Unger, Member  
Jerel Wohl, Member

OTHER BOARD MEMBERS AND ADMINISTRATORS PRESENT

Steve Corr  
James Duffy  
Paul Faulkner  
Geri McMullin  
Dr. David Weitzel  
Dr. David Bolton  
Dr. Nancy Silvious

COMMITTEE MEMBERS ABSENT

None

PUBLIC COMMENT

Beth Darcy commented on the procedure for students who might opt-out of PSSA testing. Dr. Weitzel clarified that those students will go to another space in the building, such as the library. Mrs. Darcy also commented on building substitutes. Dr. Weitzel clarified that many options to increase the pool of substitutes were being investigated.

Sharon Collopy commented on committee meeting minutes now being called 'meeting notes'. Dr. Weitzel clarified that the term 'minutes' only applies to full school board meetings and those are approved. Committee meeting information is referred to as 'notes' because they do not include any action items and only serve as a written reminder of what was discussed. Committee meeting notes do not require approval but are provided as part of the full school board packet each month.

Dr. Weitzel also clarified the term 'pre-deliberation'. It indicates items that the committee is asked to provide input on before it is presented to the full board. To prevent inaccurate information from being disseminated, these 'pre-deliberation' items are only given to the board members present for the deliberation. All of these items are later presented to the public prior to any action being taken by the board. The most common examples of 'pre-deliberation' items are school board policies and courses of study. These items may be presented to the public if the items require school board approval.

PREVIOUS MEETING NOTES

There were no changes

INFORMATION/DISCUSSION

**Recommendation for Course of Study: Study Abroad France (pre-deliberation)**—Stacy Gray presented the course of study for the Study Abroad France elective course. Approved students will attend academic sessions in the morning while in France and then participate in related activities in the afternoon. There is a final project which involves an online portfolio and the completion of a pre and post online survey. The estimated cost of Study Abroad is approximately \$4189 and students will receive .25 elective credit for the completion of the course. Ms. Gray explained that there is an application process and that students must be enrolled in French class. Students will be selected for Study Abroad by grade order with rising seniors first, then rising juniors and finally rising sophomores. The travel portion to France is managed by EF Tours (Education First). They will book all necessary travel and accommodations. Travel is planned for July 25 to August 3, 2016. Students in the course will meet for four months prior to departure and will also present their final project in September 2016. Board members asked if the EF Tour director who accompanies CB students while in France will have necessary clearances. Ms. Gray confirmed that the person is employed by EF Tours, a company in the U.S., and they require the necessary employment credentials. A Board member also asked if there are arrangements to bring students home in the middle of the trip if any need arises. Ms. Gray explained emergency plans are available for different situations. Another related question regarded trip

cancellations due to world events. Dr. Silvius and Ms. Gray explained that if world events created a travel advisory to France, then EF would cancel the trip. It was mentioned by a Board member that trip insurance would cover other kinds of cancellations. This course was recommended by the committee for approval by the Board at a future meeting.

**PDE Requirements for PSSA/Keystone Exclusions**—Paul Beltz provided an NCLB and State testing update, specifically addressing its mandates for students who are not assessed. Parents may request to review the state test (PSSA or Keystone) to determine if the state test is in conflict with their religious beliefs. Parents must make an appointment to review the test in the school once the tests arrive at the school. Parent must sign a PDE Confidentiality. If parents believe that the test is in conflict with their religious belief, they must write a letter to the Superintendent stating the request for exclusion due to conflict with their religious beliefs. A Board member asked for clarification on how the test could be in conflict with religious beliefs.

If parents waives a child out of a Keystone exam, then the project-based assessment must be completed by the student. The project-based assessment will be completed during a course so the student must take the course. The project is estimated to take 14-20 hours to complete.

A Board member asked about provisions for special education students who do not pass the Keystone exam. Students may graduate based on successfully achieving IEP goals.

**Elementary Reading Instruction Using iPads**—Mr. Paul Beltz, district Reading Supervisor, presented on how iPads have been incorporated into Reading instruction in grades 1 and 2. The iPads are used during large group, small group, as well as independent practice. During independent practice, the iPads are utilized during every aspect of the Daily 5 Reading routine – reading to self, listening to reading, reading to others, word work, and working on writing. A video created by Ms. Jamie Lemon, a second grade teacher at Cold Spring, was used to demonstrate students using the iPads during each of these five areas.

Mr. Beltz commented that all classrooms, grades kindergarten through second, will have five student iPads by the end of March. Staff development for all teachers is scheduled for Friday, February 13. Dr. Weitzel commented on his recent visit to Pine Run where he observed the iPads in action. He was impressed by the level of engagement and meaningful assessments that were as a result of our talented teachers utilizing an effective technology tool.

**Additional Announcements**—Dr. Weitzel provided information on a recent meeting with Superintendent Student Advisory where he shared results of the PA Youth Survey. Students talked about the stress they feel coming from getting into “first tier” colleges and from themselves not feeling satisfied with their personal best rather than “the best”.

Dr. Weitzel also reported that Board meetings will be streamed live as well as podcasted.

#### ANNOUNCEMENTS

The next scheduled meeting is March 11, 2015.

#### ADJOURNMENT

Notes submitted by Dr. Nancy Silvius, Assistant Superintendent for Secondary Education



**CENTRAL BUCKS SCHOOL DISTRICT**  
**Finance Committee Notes**  
**November 19, 2014**

Committee Members Present

Jerel Wohl, Chairperson

Joe Jagelka, Member

Tyler Tomlinson, Member

Dave Matyas, Business Administrator

Susan Vincent, Director of Finance

Committee Members Absent

Jim Duffy, Member

Other Board Members and Administrators Present

Steve Corr

Paul Faulkner

John Gamble

Dr. Dave Weitzel, Superintendent

Dr. David Bolton, Assistant Superintendent

Dr. Nancy Silvious, Assistant Superintendent

The Finance Committee meeting was called to order at 7:20 p.m. by Jerel Wohl, Chairperson

PUBLIC COMMENT

Four members of the public were present. One comment suggested the Board consider a community based audit committee to help advise the Board on financial matters.

APPROVAL OF MINUTES

The October 14, 2014 Finance Committee meeting minutes were accepted as presented.

INFORMATION/ DISCUSSION/ACTION ITEMS

**Budget Update** – Discussion started with information from The Circuit Riders that presented information at the Bucks County IU Board Meeting. The Circuit Riders are mainly retired superintendents from across the state who are providing information on the inadequacy of the state’s current Basic Education Funding (BEF) subsidy. The state legislature is considering changes to the BEF to make it meaningful again. For many years, the BEF has been static with only minor additional revenues being driven out and hold harmless provisions which keep subsidies to districts the same even if student enrollment declines. Now that the state legislature revised the special education subsidy funding criteria last year, they are turning their focus to the BEF. The committee expressed an interest in having a Circuit Rider come to a school board meeting to discuss some of the funding changes recommended and how it might impact CBSD.

**2013-14 Budget**

Attention then turned to budget information. Administration reviewed the 2013-14 budget status now that the audit is nearly complete and the books are closed on the past fiscal year. 2013-14 was a positive financial year. Revenues exceeded budget by about \$11,040,000. Of that amount \$2,000,000 of current real estate tax revenues were written down to replenish a commercial property assessment appeal liability. The liability account was depleted with the latest rounds of payments back to property owners from real estate assessment appeals court cases. \$2,000,000 will help cover future commercial property assessment appeals with limited budget impact. Of the \$11,040,000 in revenues exceeding budget, about \$3.9M was from one-time sources of revenue.

\$2.4M in state reimbursement for principal and interest payments on debt was received as a result of prepayment of some of the district's debt. The state reimburses the district 5 to 6% of debt payments and the \$2.4M was the present value of what the state would have reimbursed the district in the future if it had not prepaid some debt. In addition the state reimbursed the district \$1.5M in excess of budgeted retirement revenues since the district had budgeted the 2013-14 employer contribution amount at Governor Corbet's recommended percentage of 14.7% and the legislature adopted the actuarial recommended rate of 16.9%. Given this, state revenues were higher for retirement reimbursement but expenses were also higher than budgeted. After factoring out one-time sources of revenue, 2013-14 revenues exceeded the budget amount by 2.5%. This is a positive sign that the local economy (real estate market and wage earnings) is starting to recover and is impacting the district budget in a positive way.

The expenses for 2013-14 also ended on a positive note as expenses were below budget by \$11.3M. This amount was transferred to the capital account reserve for future prepayment of debt. In addition the district transferred an additional \$10M for debt pre-payment due to actual revenues exceeding the budget revenues. This action brought the general fund balance into the 5 to 6% range at year end.

#### **2014-15 Budget**

Revenues for the current fiscal year are on track with the planned cash flow schedule. At this point in the year, it is anticipated that revenues will exceed the budget amount by \$3.5M. Revenues for the state Ready to Learn / Accountability Block Grant will need to be monitored to make sure we receive the extra \$1.1M that was placed into Governor Corbet's budget proposal. Currently the state is projecting a \$2B revenue deficit which could impact state subsidies. As of October 2014 expenses are expected to be under the budgeted amount by \$4.1M. As the district is self-funded for health care benefits, expenses will continue to present themselves through the early part of September 2015 for health care invoices applicable to the 2014-15 school year.

#### **2015-16 Budget**

The positive trends seen in fiscal year 2013-14 and so far in 2014-15 allow administration to be more aggressive in developing revenue projections for the 2015-16 budget year. However, Pennsylvania will have a new governor in January 2015 and state laws allow a new governor an extra month to prepare a budget. School districts probably will not have an indication as to the direction of state subsidies until March 2015 instead of the normal February time line. This will delay the district's ability to finalize the 2015-16 revenue budget.

The proposed preliminary budget is \$308,267,740. As an initial budget the amount of increase is purposely greater than the Act 1 base index which allows the district to qualify for Act 1 taxing exceptions if they are needed.

Q: Is it anticipated that the district will need to use Act 1 exceptions to balance the 2015-16 budget?

A: At this point in time, the district does not anticipate the need to use Act 1 exceptions unless state subsidies are reduced.

Most of the increase projected for 2015-16 is due to the 20% increase in the mandated state retirement contributions which are projected to increase by \$7.1M for 2015-16. To bring the 2015-16 expense budget in line with initial projections for revenues, \$10M was reduced from the transfer to debt service line item for future debt prepayment.

The committee discussed continued prepayment of debt in the future. It is anticipated that an additional \$65 in debt will need to be prepaid over the next few years to counteract the impact of growing mandated retirement expenses. The goal of debt prepayment is to reduce future principal and interest payments to the extent that they offset the projected increase in mandated state retirement expenses. The district currently has \$24.1M available in the debt prepayment account, \$10.8M as a scheduled transfer to the debt prepayment account during 2014-15 and \$11.8M available in the post-employment health care fund for a total of \$46.7M. These funds could be made available as soon as this spring to prepay some additional debt and help hold down future tax increases.

Q: If the district needs \$65M in debt prepayment to offset proposed pension increases in the future, should the district wait until it has accumulated the total \$65M before the next round of debt prepayment?

A: There are rumors coming out of Harrisburg that school districts with larger fund balances may not receive any basic education subsidy increase under a new formula. Although this is counter intuitive in an era when districts should be planning to minimize the budget impact of huge pension increases, some state legislators interpret larger fund balances as a clear sign that a district does not need additional subsidies. When in fact, districts with larger fund balances are trying to minimize the tax impact of pension system increases on their local communities.

If the district accomplishes its goal of counteracting pension increases with debt decreases, consideration to continue the debt prepayment plan may be needed to address rising health care costs in the future.

It was noted that real estate tax increases have been modest from 2011-12 through 2014-15 ranging from 0 to 1.66%. In the four years from 2007-08 through 2010-11 the increases were 3.47% to 4.37%.

The committee directed administration to prepare a presentation on the 2015-16 proposed preliminary budget and place it on the Board agenda for consideration.

#### **Copier Replacement –**

CBSD currently has a 48 month lease on a Savin fleet of copiers. The current lease expires at the end of July 2015. Keystone Digital Imaging is the current supplier of the Savin copiers and also maintains the fleet. The Savin copier fleet was installed as a result of a bid conducted three and a half years ago after specifying machine speed, location, and copy volume. The district is finding that the current copiers cannot stand up to the demands of our schools and KDI agrees that the solution is to replace the copiers.

In addition, the district has not been satisfied with the quality of maintenance services as machines are not as available for use as they have been under prior contractors.

When KDI submitted a proposal to replace the Savin copier fleet with Canon machines, the district also sought an alternate proposal from Canon Solutions America as they provided copier and maintenance services to the district in prior years with very good results.

Administration provided an analysis of cost differentials between the two companies. KDI's proposal was \$194,250 lower than Canon Solutions over a four year term. With service being an

issue over the past 3 1/2 years, the recommendation was to use Canon Solutions since the district has had success with their maintenance of the copier fleet in the past.

Rather than lease copiers for another four year term, there is an option to purchase the copier machines. The committee was not comfortable with an outright purchase, but felt that a purchase option after the initial first-year of a four-year lease might be something that should be considered and put into a future lease contract. The committee recommended that this item be placed on a future Board agenda for consideration.

### **Policy 616**

Administration continues to work through issues on policy 616. The intent of the policy change is to have the Board approve payments prior to the checks being released to companies. During most months check approval is not an issue. But, in months where there may only be one school board meeting it could present a problem with making timely payments to companies. The intent is to continue to provide the board with detailed accounts payable information as checks are being processed.

In a month where there may only be one school board meeting, board members are asked to let administration know within five days if they have an issue with any of the pending payments. If no issues are raised within five days it will be assumed that checks can be sent out to companies to meet district obligations. The committee discussed various scenarios for payment of bills but agreed upon the draft language developed to date. A committee member requested administration look into other reporting formats where greater detail can be provided to show the proration of an expense between multiple cost centers.

### **ADJOURNMENT**

The meeting adjourned at 8:40 p.m.

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

**CENTRAL BUCKS SCHOOL DISTRICT**  
**Finance Committee Notes**  
**February 18, 2015**

Committee Members Present

Jerel Wohl, Chairperson  
Paul Faulkner, Member

Other Board Members and Administrators Present

Jim Duffy  
Kelly Unger

Dave Matyas, Business Administrator  
Susan Vincent, Director of Finance

Dr. Dave Weitzel, Superintendent  
Dr. David Bolton, Assistant Superintendent  
Dr. Nancy Silvius, Assistant Superintendent

Committee Members Absent

Geri McMullin, Member

The Finance Committee meeting was called to order at 8:35 p.m. by Jerel Wohl, Chairperson

PUBLIC COMMENT

Two members of the public were present.

Review of Notes

The November 19, 2014 Finance Committee meeting notes were accepted as presented.

INFORMATION/ DISCUSSION/ACTION ITEMS

**Thompson Properties** – Administration reviewed an assessment appeal settlement with Thompson Car Dealership. The district would refund them about \$55,000 from past tax years, 2011-12 through 2014-15. The settlement would reduce their tax assessment moving forward which will cost the district about \$16,000 in lost real estate tax revenues each year at the current millage rate of 124.1 mills. The settlement agreement has been reviewed by the solicitor and the district's commercial appraiser. The Finance Committee recommended this item be placed on the Board agenda for consideration.

An update on the Regal Cinemas Assessment Appeal was also provided. The district is in the process of verifying their appraisal. If the district would accept their numbers, the district would owe Regal Cinemas approximately \$1.8M in overpaid taxes from 2002 through 2014. Future real estate taxes would be reduced by approximately \$150,000 per year. Regal Cinemas are currently paying about \$350,000 per year in real estate taxes.

Q: Is the district using the solicitor and Liberty Valuations to develop another appraisal for the cinema property?

A: Yes, with an assessment appeal of this size another appraisal is being conducted to verify the owner's figures.

**GPS Tracking on School Buses –**

The district currently has a GPS system on our buses that piggybacks onto the two-way radio system. It allows minimal tracking of maybe 2 or 3 buses at a time. When the district had a Homeland Security audit, this was a feature that they felt had usefulness for safety and to help law

enforcement in an emergency. The system that First Student uses is better. It can track every bus all of the time. The Zonar system that First Student uses is hardware installed on a bus that communicates the location of a bus in real time using the cellular network. This system works no matter where a bus travels for field trips or sport trips. The current two-way radio based system is limited to the signal area of our two-way radio antenna.

A really useful tool is to integrate CB and FS buses under one umbrella and follow every bus in real time. The Edutracker software would take the Zonar GPS data and integrates it into our existing bus routing software. The transportation department could see if a bus is following the assigned route or if the driver missed a turn. This is particularly helpful at the start of the school year when the drivers are least familiar with their routes and the dispatchers can help get them to the next stop.

With Zonar and Edutracker the district can see if a bus arrives at a stop on time, is speeding, or has left the depot late. All this allows us to better communicate with parents on the status of a bus. The initial cost of the system would be about \$71,000 for hardware and software, and the district would incur about \$83,000 per year in recurring expenses for Zonar cellular usage and software licensing.

Q: This system would track the route of all buses throughout the day and provide a turn-by-turn historical map of a school bus route?

A: Yes, this is an important feature to make sure drivers all following the established bus route for safety reasons.

Q: The system can follow a bus anywhere there is cellular service in real time?

A: Yes.

Q: How would the system provide better customer service to parents?

A: The existing routing software can draw a virtual fence around all bus depots to identify if a bus has left late. This would then create a warning message on a dispatcher's computer screen. The dispatcher would then send out a more timely text message to parents.

The committee directed administration to try to secure better pricing through First Student with their volume discounts as well as look for other pricing discounts through the district's current cellular account.

### **Copier Replacement –**

At the November Finance Committee meeting administration discussed KDI's proposal for an early termination to the current four year lease on Savin copiers. KDI proposed replacing them early with a new four-year lease with Canon copiers. The district has 5.5 months remaining on the current copier lease. Administration also sought a proposal from Canon Solutions America as they had previously supplied copiers to the district with a very good record of service.

At the November Finance Committee meeting, administration reviewed the cost differentials between KDI and Canon Solutions America. KDI's proposal would cost about \$200,000 less over a 48 month lease than Canon Solutions America. Administration had concerns about historical

maintenance issues and availability of parts. Therefore, the recommendation was to use Canon Solutions even with the higher costs.

KDI responded with an improved proposal adding 15 used copiers at no additional charge and would also post a performance bond for the copier maintenance contract. The performance bond would allow the district to choose another company to maintain the copiers after the first 12 months of the new lease if the district was not happy with KDI's maintenance performance in the future. The performance bond would also cover any difference in cost between KDI's service and a new company up to \$86,000 for the remaining lease term.

The solicitor weighed in on the performance bond proposed by KDI. The performance bond would give the district more leverage with KDI but collecting on the performance bond's financial aspects could take constant documentation, allowances of time for KDI to take corrective action – with multiple iterations, and potentially require litigation to collect on the financial guarantee to cover any difference in costs with a new maintenance company.

Administration's recommendation is to continue with the current KDI copier lease until it terminates in July 2015. Administration also requested the ability to add up to 23 small copiers, if needed, to bridge the district over to a new copier lease if there are maintenance issues on the current fleet of copiers.

The cost to add a basic copier to a building between now and the end of July is about \$225 per month per copier for leasing and maintenance. (assume 20,000 copies made per month). The copiers would be sourced through Canon Solutions America using Co-Stars state cooperative purchasing contracts. The additional machines would only be used if the existing machines were unavailable due to maintenance issues.

The committee directed administration to place this item on the Board agenda for consideration.

#### **Policy 616 -**

Administration continues to work through computer report design issues on proposed check payment reports. A new report format has been developed by taking information for the financial accounting software and loading the data into a spreadsheet for improved formatting. The major provision in the policy change is to have the Board approve payments prior to the checks being released to companies.

During most months, check approval is not an issue. But, in months where there may only be one school board meeting it could present a problem with making timely payments to companies. The intent is to continue to provide the board with detailed accounts payable information as checks are being processed.

In a month where there may only be one school board meeting, board members are asked to let administration know within five days if they have an issue with any of the pending payments. If no issues are raised within five days it will be assumed that checks can be sent out to companies to meet district obligations. If the School Board would like further enhancements to expenditure reports, they can be made as the process is refined.

The committee directed administration to place this policy on the Board agenda for first read.

### **Food Service -**

Administration has been working with Aramark to determine if the middle school cafeterias could be reconfigured into food court style serving areas (like the high schools) rather than traditional serving lines. The one consistent request received from middle school students is to serve them faster so they have more time with their friends. Unfortunately, architectural reviews show load-bearing wall issues making the cost of a reconfiguration prohibitive.

The district is looking at other ways to improve middle school serving speed by providing students with an alternative serving area along the cafeteria wall opposite of where the current serving lines are in each middle school. We will need to buy some refrigeration and warming equipment and coordinate with the facility department to bring in extra electricity, but it should be a more cost effective solution than our original thoughts. It should also provide middle school students more time to eat and socialize with their friends. The estimated cost of equipment is around \$22,000 per middle school plus the cost of adding electricity to the new equipment area.

As a part of the new Aramark contract, they agreed to invest about \$240,000 in the CB food service program over a five year period. The middle school projects can be paid for using Aramark funding leaving the \$800,000 food service capital fund intact. In addition, Aramark would like to install a Java City at the CB South concession stand across the hallway from the gym. It would be similar to the Java City currently at CB West. The estimated cost is in the \$60,000 - \$65,000 range and would be paid for by Aramark funding.

Q: Is Aramark in favor of making these changes?

A: Yes, the proposals will enhance food preparation efficiency, provide faster service, and provide a wider variety of food to middle school students.

The committee directed administration to bring these projects before the Board as they are ready to start.

### **Scoreboards -**

Three companies have some interest in sponsoring a high school stadium scoreboard. Administration has had some discussions but can't get any firm commitments toward sponsorship. The committee gave guidance, such as checking with other districts to see the levels of financial commitment companies may be providing, and perhaps checking with competitors as to their interest in sponsorships.

The committee directed administration to provide a future update on sponsorship.



ADJOURNMENT

The meeting adjourned at 8:55 p.m.

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

**CENTRAL BUCKS SCHOOL DISTRICT**  
**Human Resources Committee Notes**  
**February 11, 2015**

MEMBERS PRESENT

James Duffy, Chairperson  
Geryl McMullin, Member  
Kelly Unger, Member

OTHER BOARD MEMBERS AND ADMINISTRATORS PRESENT

Steve Corr	Andrea L. DiDio	Dr. Nancy Silvious
Paul Faulkner	Dr. David Weitzel	
John Gamble	Dr. David Bolton	

COMMITTEE MEMBERS ABSENT

Tyler Tomlinson

PUBLIC COMMENT

Beth Darcy commented on the March 2014 meeting notes not including names of those making public comment and alleged that this is a violation of the Pennsylvania Sunshine Act.

PREVIOUS MEETING NOTES

There were no changes

INFORMATION/DISCUSSION

**Substitute Teacher Program**—Andrea DiDio has requested an exception from PSERS for retired teachers to substitute beyond the 90 day allotment without affecting their annuity for a one year period due to substitute teacher shortage. A board member asked when the guidelines changed for retired teachers not being able to sub more than 90 days. Ms. DiDio clarified that five to ten years ago, it began to be more heavily monitored by PSERS. If this exception is granted, it should help to increase the substitute pool in Central Bucks.

**Guest Teacher Program**—Andrea DiDio is also requesting an exception from PDE to offer a guest teacher course in Central Bucks. Presently only Intermediate Units are the approved providers of the guest teacher course which allows for emergency certification of type 06 day-to-day substitute teachers. A board member asked if the material used in CB would be the same as the Intermediate Unit and it would be the same. Another board member asked if the I.U. is no longer offering the guest teacher course. They are not at this time but they are in discussions to begin the program again. Board members commented that both the exception for retired teacher to sub more than 90 days and the guest teacher program in CB would help increase the number of substitutes so it is hoped both exceptions will be granted.

**3M Cogent Contract for Fingerprinting**—The district administration is requesting that the board consider approving a contract with 3M Cogent to purchase one mobile and one stationary fingerprinting machine to handle the new regulations of Act 153. The stationary machine would be located at 20 Welden at all times and would be available by appointment for any community member needing fingerprinting clearance. A board member asked if the mobile machine could be rented out to other districts and it could be as long as one of our trained staff members was operating the machine. Another board member asked for specifics on protecting the confidential information obtained through the fingerprinting. All prints are housed on 3M Cogent servers and prints transfer through the internet. Legally the district is only allowed to print results for those individuals we choose to employ.

ANNOUNCEMENTS

The next scheduled meeting is March 11, 2015

ADJOURMENT

Notes submitted by Andrea L. DiDio, Director of Human Resources and Administrative Liaison to the Human Resources Committee.

**CENTRAL BUCKS SCHOOL DISTRICT**  
**Operations Committee Meeting Notes**  
**November 19, 2014**

Committee Members Present

Joe Jagelka, Chair  
Tyler Tomlinson, Member  
Jim Duffy, Member  
Scott Kennedy, Director of Operations

Other Board Members and Administrators Present

John Gamble                      Steve Corr  
Paul Faulkner                    Jerel Wohl  
Dr. Dave Weitzel                Ken Rodemer  
Dave Matyas                      Nancy Silvious  
David Bolton

The meeting was called to order at 6:00 PM by Joe Jagelka

PUBLIC COMMENT

None

Review of Meeting Notes

The September 17, 2014 Operations Committee Meeting Notes were reviewed.

INFORMATION/DISCUSSION/ACTION ITEMS

Ken Rodemer distributed and reviewed the Operations Report detailing all of the projects that were completed over the summer.

The concept of adding new Band Towers at CB East was discussed. Scott Kennedy indicated that he would research the topic for the next meeting.

Scott Kennedy presented the JCI case study for our energy initiative. Baseline year was 2007. Project implementation occurred in 2008-2010. Savings/revenue to date have been in excess of \$12.4 million.

Scott Kennedy & Ken Rodemer reviewed the status of the following projects: Holicong MS Phase III, Unami MS Locker Rooms, and the Gayman ES Parent/Bus loop.

Scott Kennedy presented three new projects that have been added to the capital project list – Gayman Secure Entrance/Office, Flashing Lights @ Holicong MS & CB South, and Kitchen/Cafeteria Projects. The committee agreed with the Gayman Security Project. The committee decided that since transportation was provided for all local students, the flashing lights were not necessary.

Scott Kennedy reviewed the proposed agenda items for the December 1, 2014 Board Meeting, The items include: New salt storage cover at Operations, new security cameras and video storage equipment, a new tractor and rolling machine, and a contract to rebuild the chiller at Bridge Valley.

Scott Kennedy reviewed a request from A.H. Cornell to lease space at the Warwick bus facility. The committee agreed with the recommendation as long as the legal details could be worked.

Scott Kennedy gave an update on the recent online auction. He also raised the topic of auctioning off (3) large Toro mowers.

Due to the large number of capital projects scheduled for 2015, Scott Kennedy and Dr. Weitzel are recommending that we hire an engineering intern to assist our project managers next summer. The committee agreed with the recommendation.

Scott Kennedy and Dr. Weitzel discussed the possibility of hiring a new Communications Mechanic. The committee agreed with the recommendation.

#### ADJOURNMENT

The meeting was adjourned at 7:25 p.m. Notes prepared by Scott Kennedy, Director of Operations and Administrative Liaison

**CENTRAL BUCKS SCHOOL DISTRICT**  
**Operations Committee Meeting Notes**  
**February 18, 2015**

Committee Members Present

Joe Jagelka, Chair  
Tyler Tomlinson, Member  
Jim Duffy, Member  
Paul Faulkner, Member  
Scott Kennedy, Director of Operations

Other Board Members and Administrators Present

John Gamble                      Kelly Unger  
Jerel Wohl  
Dr. Dave Weitzel  
Dave Matyas                      Nancy Silvius  
David Bolton

The meeting was called to order at 6:00 PM by Joe Jagelka

PUBLIC COMMENT

There was significant public comment concerning the naming of the new CB East Stadium.

REVIEW OF MEETING NOTES

The November 19, 2014 Operations Committee Meeting Notes were reviewed.

INFORMATION/DISCUSSION/ACTION ITEMS

Scott Kennedy distributed and reviewed the Operations Report detailing all of the projects that were completed over the summer.

The Committee discussed the status of the CB East stadium project. The committee requested that sketches be prepared showing options for a memorial wall at all three stadiums.

Scott Kennedy reviewed the status of the following projects: Holicong MS Phase III, Unami MS Locker Rooms, and the Gayman ES Parent/Bus loop, Gayman Secure Entrance/Office.

Scott Kennedy reviewed the Capital Project list. Budget estimates were added to the spreadsheet along with the design professional and CBSD staff assignment.

Scott Kennedy presented an easement request from Chalfont Borough for a Greenway Path to be constructed behind Unami MS. The committee agreed with the request.

Lenape Valley basketball is requesting a fee reduction for their annual basketball tournament. The committee requested more information for the March meeting.

Bucks County World Language is requesting a fee waiver/reduction for the foreign language classes. The committee decided not to reduce the fees.

Scott Kennedy presented an addendum to the current Demand response contract. The addendum consists of a one year extension. The committee agreed.

Scott Kennedy presented information for the installation of a band tower at CB East. Discussion of the need, portable vs. permanent. The committee requested additional information for the March meeting.

#### ADJOURNMENT

The meeting was adjourned at 8:20 p.m. Notes prepared by Scott Kennedy, Director of Operations and Administrative Liaison

**CENTRAL BUCKS SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

**March 10, 2015**

**FOR ACTION: Accounts Payable Check Register Approval**

The Accounts Payable Check Registers included herein provide a listing of payment transactions for Fund 1 checks dated February 27, 2015 and Fund 3 checks dated February 26, 2015.

**RECOMMENDATION:**

The administration is recommending that the Board approve the payment transactions listed in the Check Registers as noted above.

Bank Account - Check Details by Date  
 Central Bucks School District

*Just  
 AP P/R*

February 25, 2015 9:05 AM

Page 1

MPINTO

Bank Account No.: TD GENERAL AP, Bank Acc. Posting Group: <>TRADE, Date Filter: 02/27/15

Check Ledger: Bank Account No.: TD GENERAL AP

Date	Check No.	Vendor No.	Vendor Name	Amount	Voided Amount	Entry Status
TD GENERAL AP		TD Bank, N.A.				
02/27/15	184507	17102	AMERICAN STUDENT ASSISTANCE	233.88	0.00	Posted
02/27/15	184508	13986	CA SDU	85.93	0.00	Posted
02/27/15	184509	009920	CBEA	69,162.28	0.00	Posted
02/27/15	184510	009921	CBESPA	13,171.93	0.00	Posted
02/27/15	184511	009923	CBTA	1,455.34	0.00	Posted
02/27/15	184512	009990	UNITED STATES TREASURY	50.00	0.00	Posted
02/27/15	184513	010100	UNITED WAY OF BUCKS CO	295.03	0.00	Posted
02/27/15	184514	17693	US DEPARTMENT OF EDUCATION	233.40	0.00	Posted
Totals for 02/27/15				84,687.79	0.00	



Bank Account - Check Details by Date  
Central Bucks School District

fund 3

February 26, 2015 11:30 AM

Page 1  
MPINTO

Bank Account: No.: TD CAPITAL, Bank Acc. Posting Group: <->PAYROLL, Date Filter: 02/26/15  
Check Ledger: Bank Account No.: TD CAPITAL

Date	Check No.	Vendor No.	Vendor Name	Amount	Voided Amount	Entry Status
TD CAPITAL		TD Bank, N.A.				
02/26/15	002839	17970	APP DYNAMIC EHF.	449.50	0.00	Posted
02/26/15	002840	17295	APPLE INC.	12,720.00	0.00	Posted
02/26/15	002841	18002	APPLIED LANDSCAPE TECHNOLOGIE	263,285.28	0.00	Posted
02/26/15	002842	009176	BUCKINGHAM TOWNSHIP	5,062.75	0.00	Posted
02/26/15	002843	14468	CHAMBERS & ASSOCIATES, INC.	18,532.00	0.00	Posted
02/26/15	002844	1114	EPLUS TECHNOLOGY, INC.	50,836.50	0.00	Posted
02/26/15	002845	002348	FELS SUPPLY CO., INC.	63.25	0.00	Posted
02/26/15	002846	12450	FRAYTAK VEISZ HOPKINS DUTHIE, P.	19,335.00	0.00	Posted
02/26/15	002847	13209	GODSHALL KANE O'ROURKE ARCHIT	68,975.64	0.00	Posted
02/26/15	002848	3845	GRAYBAR ELECTRIC	6,577.15	0.00	Posted
02/26/15	002849	17683	HAYES LARGE ARCHITECTS	2,032.30	0.00	Posted
02/26/15	002850	8792	HEWLETT PACKARD COMPANY	32,166.40	0.00	Posted
02/26/15	002851	11558	JBM MECHANICAL, INC.	12,540.00	0.00	Posted
02/26/15	002852	17641	SEE OUR SOUND	5,386.00	0.00	Posted
02/26/15	002853	17333	SNYDER HOFFMAN ASSOC INC	4,800.00	0.00	Posted
02/26/15	002854	17882	TRENDWAY CORPORATION	1,092.28	0.00	Posted
02/26/15	CC00115	001221	COLONIAL ELECTRIC SUPPLY, INC.	192.66	0.00	Posted
02/26/15	CC00116	001221	COLONIAL ELECTRIC SUPPLY, INC.	5,436.40	0.00	Posted
02/26/15	CC00117	001221	COLONIAL ELECTRIC SUPPLY, INC.	40.09	0.00	Posted
02/26/15	CC00118	001221	COLONIAL ELECTRIC SUPPLY, INC.	113.25	0.00	Posted
			Totals for 02/26/15	509,636.43	0.00	

**CENTRAL BUCKS SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

**March 10, 2015**

**FOR ACTION: Construction Contracts and Service Agreements**

The annual contract for our Curtailment Services Provider (previously Comverge – name changed to CPower) is up for renewal. CBSD has participated in the PJM Demand Response Program for the last five years during which Comverge has been our CSP. CBSD has earned almost \$1.4 million during this five year period.

**RECOMMENDATION:**

- The administration is recommending the approval of a one year contract extension to CPower for Demand Response Services.



111 Market Place, Suite 201  
Baltimore, MD 21202

March 3 2015

Scott Kennedy  
Director of Operations  
Central Bucks School District  
320 West Swamp Road  
Doylestown, PA 18901

**PJM Curtailment Service Provider Agreement Addendum**  
Enerwise Global Technologies Proposal No.CE02SD03-DR – 2015/2016 Renewal (Rev 2)

Dear Scott:

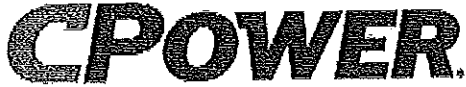
Enerwise Global Technologies, d/b/a as CPower ("CPower"), is pleased to submit this addendum to the Central Bucks School District as an update to our existing PJM Curtailment Service Provider Agreement CE02SD03-DR (dated 4/24/14). Under this addendum, the term of the agreement will be extended through May 31, 2016, and CPower will register the Central Bucks School District in the 2015 Reliability Pricing Model ("RPM") Capacity Market program offered through the Regional Transmission Operator (RTO), PJM.

The scope of work, revenue sharing arrangement (85/15% split between the Central Bucks School District and CPower respectively), and terms & conditions remain unchanged from the above referenced agreement, with the exception of the removal of the "Right of First Refusal" language, which will no longer be in effect.

As part of the addendum, CPower will provide the following additional services at no additional charge to the Central Bucks School District:

1. Peak Load Contribution (PLC) Predictor Service
2. Integration of the file transfer of interval usage data from the existing Central Bucks School District building automation system on a one (1) to five (5) minute basis to CPower based on the capabilities of the District network
  - o Note: Program settlement/compliance will be predicated on the interval usage data secured from PECO via either their web presentment platform or eValuator offering, and not the data transferred above
3. Real-time Software Platform Visualization via the CPower VirtuWatt web application
4. Economic Program Registration, upon request of the Central Bucks School District

[www.CPowerCorp.com](http://www.CPowerCorp.com)



*Energy Intelligence at Work*

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Baltimore, MD 21202

Additionally, assuming that the Central Bucks School District shows a good faith-effort to comply with the one (1) hour test event (if applicable in a given program year), in no case will there be an out-of-pocket expense to the Central Bucks School District for under compliance. The potential penalty for non-compliance to a test event will be capped to the forfeiture of expected annual revenues associated with the under compliant amount.

The term of this Agreement will be from the date of authorization through May 31, 2015. By signing this Agreement, the Central Bucks School District is agreeing that CPower shall be its exclusive curtailment service provider for all of the program(s) specified herein, including Economic Energy, Emergency Capacity, Synchronized Reserve and any new programs or markets which may be introduced during the term of the Agreement.

CPower shall be entitled to terminate this Agreement if any of the programs in which the Central Bucks School District is enrolled is materially altered, suspended or ended. Further, CPower shall be entitled to terminate this Agreement upon five (5) business days written notice should any applicable laws, rules and regulations, including without limitation the PJM manuals and tariffs change in such a manner as to preclude CPower from performing hereunder. Finally, in the event that capacity is not available in any of the programs in which the Central Bucks School District is enrolled for any given period then CPower may terminate this Agreement.

Except as otherwise set forth herein, this Agreement will automatically renew for two (2) successive years unless written notification by either party is provided sixty (60) days prior to February 1<sup>st</sup> of the year in which the contract is scheduled to renew.

#### **ADDENDUM ACCEPTANCE**

If this addendum is acceptable and the Central Bucks School District would like to proceed with the proposed scope of work, please obtain the appropriate authorized signature below and return the signed proposal to my attention. If you have any questions or comments, please contact me at (610) 813-6366. As always, thank you for selecting CPower as your Curtailment Service Provider relative to the PJM Demand Response Program.

Sincerely,

Bill Oosterom  
Account Executive

[www.CPowerCorp.com](http://www.CPowerCorp.com)



111 Market Place, Suite 201  
Baltimore, MD 21202

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**AUTHORIZATION TO PROCEED**

The *Central Bucks School District* has selected Enerwise Global Technologies, d/b/a CPower, to act as its Curtailment Service Provider for the 2015 PJM RPM Capacity Market Program from June 1, 2015 through May 31, 2016, and hereby authorize CPower to proceed with the proposed scope of work according to the terms and conditions presented herein.

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Authorized Signature  
Central Bucks School District

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Authorized Signature  
CPower

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Printed Name

---

Printed Name

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Title

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Title

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Date

---

Date

**CENTRAL BUCKS SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

**March 10, 2015**

**FOR ACTION: School Board Policy for Approval**

**School Board Policy 616 – Payment of Bills**

Changes to this policy reflect needed wording to address the approval process of employee expenses and approval of expenses of the Superintendent. Also included is a provision to move from a process of the ratification approval of payments by the Board to actual Board Approval of payments prior to their release, with specific exceptions, as indicated in the revised policy. The policy was also updated to reflect authorized signers to be the Board Secretary and the Board Treasurer.

**RECOMMENDATION:**

The administration is recommending that the Board approve School Board Policy 616 – Payment of Bills.

# CENTRAL BUCKS SCHOOL DISTRICT

SECTION: FINANCES

TITLE: PAYMENT OF BILLS

ADOPTED: July 23, 2002

REVISED: October 22, 2013

<p>1. Purpose</p> <p>2. Authority SC 439, 607, 1155</p> <p>SC 427, 439</p> <p>3. Delegation of Responsibility</p>	<p style="text-align: center;"><b>616. PAYMENT OF BILLS</b></p> <p>It is the Board's intent to direct prompt payment of bills but at the same time to ensure that due care has been taken in the review of district bills.</p> <p><b>The Board shall be provided with a detailed list of pending payments for approval prior to the release of the payments. Each bill or obligation of this district must be fully itemized, verified and <del>ratified</del> approved by the Board before a check can be drawn for its payment, except that the Board Treasurer is permitted to draw payment orders for:</b></p> <ol style="list-style-type: none"> <li>1. The prompt payment of items that will accrue to the district's advantage.</li> <li>2. Progress payments to contractors specified in a contract approved by the Board.</li> <li>3. Orders to cover approved payrolls, associated benefits, and agency account deposits.</li> <li>4. Utility bills.</li> <li>5. Payment of bills in months the Board meets only once: The Board shall have the opportunity to notify the Business Administrator, within five days, of any payment(s) they wish to have held for further review prior to release. Any payments that are held will not be released until the payment has been Board approved in a subsequent Board meeting.</li> <li>6. Re-issue of a previously approved check.</li> </ol> <p>It shall be the responsibility of the Business Administrator or designee upon receipt of an invoice to verify that the purchase invoice is in order, goods were received in acceptable condition or services were satisfactorily rendered, funds are available to cover the payment, the Board had budgeted for the item, and invoice is for the amount contracted. <b>At a minimum, employee expenses shall be reviewed by the next in line supervisor.</b> Expenses of the Superintendent shall be reviewed and approved by the School Board President and Vice President prior to payment and <b>ratification approval by the board.</b></p>
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616. PAYMENT OF BILLS - Pg. 2

<p>SC 607, 609, 687 Pol. 612</p>	<p>Should the an invoice vary from the acknowledged purchase order, the <del>administration</del> <b>Business Administrator or designee</b> shall document on the invoice the reason for such variance.</p>
	<p>Should funds not be available in the account to which a proposed purchase will be charged, the <del>Director of Finance</del> <b>Business Administrator or designee</b> shall determine the overage and request the Board make a legal transfer to cover it.</p>
	<p>All claims for payment shall be submitted to the Board and recorded in the minutes of the Board meeting.</p>
	<p>The list of bills for payment report shall include for each:</p>
	<ol style="list-style-type: none"> <li>1. Check number.</li> <li>2. Check date.</li> <li>3. Vendor.</li> <li>4. Amount of remittance.</li> </ol>
	<p>Prior to the Board's consideration of the bills for payment report, each invoice shall be reviewed by the purchasing and accounting departments for accuracy, proper expense codes, and authorization. The Board will be provided with a cash requirements report that includes description of purchase.</p>
<p>SC 439</p>	<p>Upon <del>administrative approval</del> of an order, the <del>Business Administrator or designee</del> <b>Treasurer shall prepare a check</b> authorize the preparation of a check or Automated Clearing House (ACH) transaction for payment and cancel the commitment placed against the appropriate account.</p>
<p>SC 427, 433, 439</p>	<p>All checks approved by the Board shall be signed by the Board Secretary and the Treasurer.</p>
<p>4. Guidelines 65 P.S. Sec. 302</p>	<p>Signatures of the Treasurer and Board Secretary may be engraved on a <del>facsimile</del> <b>signature plate, computer chip, or stamp.</b></p>
<p>Title 61 Sec. 32.23 72 P.S. Sec. 7204</p>	<p><u>Sales Tax</u></p> <p>The district is exempt from sales tax on the purchase of tangible, personal property or services that are sold or used by the district. The district shall control use of its sales tax exemption number issued by the Department of Revenue, in compliance with established regulations. The exemption number shall be used only when buying property or services for district use.</p>



616. PAYMENT OF BILLS - Pg. 3

<p>Title 61 Sec 32.23 72 P.S. Sec 7208 Pol. 618</p>	<p>The district shall obtain a sales tax license number for school organizations who purchase items to be resold.</p>
<p>November 2003 Building Committee</p>	<p>In order to monitor these activities, the Business Administrator shall develop procedures to assure coordination and accumulation of information and proper reporting and remittance to the Department of Revenue.</p> <p><b><u>Construction</u></b></p> <p><b>Change Orders from -\$5,000 to \$ 5,000: May be approved &amp; signed by the Project's Construction Coordinator</b></p> <p><b>Change Orders from -\$15,000 to - \$5,001 or from \$ 5,001 to \$15,000: May be approved &amp; signed by the Director of Operations</b></p> <p><b>Change Orders from -\$25,000 to -\$15,001 or from \$15,001 to \$25,000: Approved by the Operations Committee and signed by the Operations Committee Chairperson</b></p> <p><b>Change Orders less than -\$25,000 or greater than \$25,000: Approved by the Board of School Directors and Signed by the Board President</b></p> <p><b>Urgent Change Order Approvals – Time Sensitive and greater than +/- \$15,000 Recommended by the Director of Operations (or the Assistant Director) and approved by the Superintendent and/or the Building Committee Chairperson.</b></p> <p>References: School Code – 24 P.S. Sec. 427, 428, 433, 439, 607, 608, 609, 610, 687, 1155 Department of Revenue Regulations – 61 PA Code Sec. 32.23 Uniform Facsimile Signature of Public Officials Act – 65 P.S. Sec. 302 Exclusion From Tax – 72 P.S. Sec. 7204, 7208</p>

**CENTRAL BUCKS SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

**March 10, 2015**

**FOR ACTION: Personnel Items**

The following pages include resignations, retirements, terminations, and unpaid leaves of absence; appointments, long-term per diem substitute teachers, classification changes, and community school staff.

**RECOMMENDATION:**

The administration is recommending that the Board approve resignations, retirements, terminations, and unpaid leaves of absence, appointments, long-term per diem substitute teachers, classification changes, and community school staff.

## **RESIGNATIONS**

Name: Kelcie Chrzanowski  
Position: Special Education teacher – Unami Middle School  
Effective: March 9, 2015

Name: Courtney Curtis  
Position: Special Education Assistant – Central Bucks High School – South  
Effective: January 27, 2015

Name: Linda Morgan  
Position: Office Clerk – Gayman Elementary School  
Effective: March 6, 2015

Name: Jayne Rogus  
Position: Personal Care Assistant – Central Bucks High School – South  
Effective: March 13, 2015

## **RETIREMENTS**

Name: Regina Hickman  
Position: Mathematics teacher – Unami Middle School  
Effective: May 1, 2015

Name: Joseph Kakolowski  
Position: Custodian – Central Bucks High School – South  
Effective: March 31, 2015

## **TERMINATIONS**

Name: Rachael Frazier  
Position: Personal Care Assistant – Holicong Middle School  
Effective: February 4, 2015

## **UNPAID LEAVES OF ABSENCE**

Kathryn Deibert Special Education teacher – Cold Spring Elementary School  
January 5, 2015 – April 6, 2015

Laura Halpin Elementary teacher – Butler Elementary School  
May 11, 2015 – January 26, 2016

Jennifer Horan Elementary School Counselor – Titus Elementary School  
March 2, 2015 – Intermittent

Amanda Lovell Elementary teacher – Bridge Valley Elementary School  
May 13, 2015 – August 2015

Amanda Murzynski Special Education teacher – Lenape Middle School  
February 17, 2015 – April 7, 2015

**UNPAID LEAVES OF ABSENCE (Cont'd)**

Shannon Scott      Special Education teacher – Warwick Elementary School  
April 24, 2015 – January 26, 2016

Roy Watson          Special Education teacher – Tohickon Middle School  
September 1, 2014 – August 2015 (Intermittent)

**APPOINTMENTS**

Name:            Renee Bezpalko  
Position:        (.4) Duty Assistant – Lenape Middle School  
                    \$12.14 per hour  
Effective:       February 23, 2015  
Reason:         Employee Transfer

Name:            Lillian Buckley  
Position:        (.98) Office Clerk – Gayman Elementary  
                    \$12.14 per hour  
Effective:       March 9, 2015  
Reason:         Employee Resignation

Name:            Maria Costello  
Position:        (.96) Personal Care Assistant – Groveland Elementary School  
                    \$12.14 per hour  
Effective:       March 2, 2015  
Reason:         New Position

Name:            Jayme Kilgore  
Position:        (.98) Special Education Assistant – Warwick Elementary School  
                    \$13.87 per hour  
Effective:       February 9, 2015  
Reason:         Employee Transfer

Name:            Mitchell Killeen  
Position:        (.54) Personal Care Assistant – Warwick Elementary School  
                    \$12.14 per hour  
Effective:       February 12, 2015  
Reason:         New Position

Name:            Dawn Sidorski  
Position:        (.53) Duty Assistant – Butler Elementary School  
                    \$12.14 per hour  
Effective:       March 3, 2015  
Reason:         Employee Transfer

**LONG-TERM PER DIEM SUBSTITUTE TEACHERS**

Name: Judith Filips  
Position: Special Education teacher – Lenape Middle School  
\$150.00  
Effective: February 23, 2015

Name: Christine Klingbeil  
Position: Elementary teacher – Pine Run Elementary School  
\$150.00  
Effective: February 23, 2015

Name: Lydia Myra  
Position: Elementary teacher – Doyle Elementary School  
\$150.00  
Effective: February 18, 2015

**CLASSIFICATION CHANGES**

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Harry Avery	C-Mechanic Facilities \$27.48 Per Hour	(Temp) Class A Plumber Operations \$31.59 Per Hour	2/23/15
Doreen Erato Sharp	(Temp) General Secretary Educational Services Center No Change In Salary	(Perm) General Secretary Educational Services Center No Change In Salary	3/2/15
Sharon Wetzell	(.4) PEN teacher Bridge Valley \$20,359 Per Annum	(.6) PEN teacher Bridge Valley \$30,538 Per Annum	3/9/15

**COMMUNITY SCHOOL STAFF**

Kyle Wylie Before/After School Program/Educational Assistant \$13.87/hour

**CENTRAL BUCKS SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

**March 10, 2015**

**FOR ACTION: Foreign Exchange Student**

AFS-USA has requested placement of a student at Central Bucks High School – West during the 2015-2016 school year. Tessa Reinhart is from Stockelsdorf, Germany and will be sixteen-years-old when she is enrolled at CB West. She has scored “High Intermediate” on the English fluency test. The host family for this student will be Randall and Deborah Davis.

**RECOMMENDATION:**

The administration is recommending that the Board approve the placement of this Foreign Exchange Student at Central Bucks High School – West for the 2015-2016 school year.

**CENTRAL BUCKS SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

**March 10, 2015**

**FOR ACTION: Student Trips**

The CB South Varsity Baseball Team is planning to travel to Lebanon, PA on March 13-14, 2015. This trip to Gretna Glen allows the players to learn effective communication strategies and techniques as well as ways to set and achieve team and individual goals. A variety of activities are used to teach and reinforce these concepts. Four coaches and eighteen athletes plan to travel to Lebanon, PA. The cost of \$88 for the trip is being paid by the students. Provisions have been made for any students with a financial need.

The CB South Titan Thespians are planning to travel to New York on May 9, 2015. Titan Thespian Council has asked to see a Broadway Show (Shubert Theatre) as a club to enhance understanding of production of professional musicals and foster shared personal interests. Three teachers and forty-two students plan to travel to New York. The cost of \$145 for the trip is being paid by the students. Provisions have been made for any students with a financial need.

The CB East Scholar's Bowl Team is planning to travel to Alexandria, VA on May 29-31, 2015. They will be competing in the National Competition. Two teachers and eight students plan to travel to Virginia. There may be possible Washington, D.C. sightseeing when there are long breaks in the competition. The cost of \$300 for the trip is being paid by the students.

**RECOMMENDATION:**

The administration is recommending that the Board approve the CB South Varsity Baseball Team to travel to Lebanon, PA on March 13-14, 2015; the CB South Titan Thespians to travel to New York on May 9, 2015; and the CB East Scholar's Bowl Team to travel to Alexandria, VA on May 29-31, 2015.



**CENTRAL BUCKS SCHOOL DISTRICT  
FIELD TRIP REQUEST—Board of School Directors Permission**

DATE of REQUEST 2/25/2015

PERMISSION IS REQUESTED TO FACILITATE A FIELD TRIP TO  
 DESTINATION(S) Gretna Glen Camp & Retreat  
 ADDRESS(ES) 87 Old Mine Rd, Lebanon, PA 17042  
 DATE(S) Friday Mar 13 - Saturday Mar 14, 2015

NAME OF SCHOOL CB South High School  
 SCHOOL GROUP (Band, Debate, Sports Team, etc.) Varsity baseball players & coaches  
 NAME OF SCHOOL GROUP SPONSOR Michael Schaefer SPONSOR SIGNATURE Ohio P...  
 NUMBER OF STUDENTS IN GROUP 18 NUMBER OF STUDENTS PARTICIPATING IN TRIP 18  
 COST TO EACH STUDENT \$88 PROVISION FOR THOSE UNABLE TO PAY Student activity account.  
 MEANS OF FUNDING TRIP Fundraising & student payments  
 NUMBER OF TEACHERS 4 NUMBER OF PARENTS 0 = TOTAL NUMBER CHAPERONES 4

**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): This trip allows our players to learn effective communication strategies and techniques as well as ways to set and achieve team & individual goals. A variety of activities are used to teach & reinforce these concepts. Waiver for players attached.  
 PLEASE ATTACH A DETAILED ITINERARY.

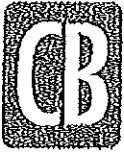
TRANSPORTATION \*\*Bus Company \_\_\_\_\_  
 Airline (Name of Carrier) \_\_\_\_\_  
 Other (Specify) \_\_\_\_\_

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

PRINCIPAL SIGNATURE [Signature] SCHOOL SOUTH H.S  
 DATE 2-26-15

BOARD PRESIDENT SIGNATURE \_\_\_\_\_ APPROVAL DATE \_\_\_\_\_





**CENTRAL BUCKS SCHOOL DISTRICT  
FIELD TRIP REQUEST—Board of School Directors Permission**

DATE of REQUEST 3-4-15

PERMISSION IS REQUESTED TO FACILITATE A FIELD TRIP TO  
 DESTINATION(S) Broadway - Shubert Theatre  
 ADDRESS(ES) 225 W. 44th St. New York, NY  
 DATE(S) Sat. 5/9/15

NAME OF SCHOOL CB South  
 SCHOOL GROUP (Band, Debate, Sports Team, etc.) Titan Thespians  
 NAME OF SCHOOL GROUP SPONSOR John Crea SPONSOR SIGNATURE John F. Crea  
 NUMBER OF STUDENTS IN GROUP 75 NUMBER OF STUDENTS PARTICIPATING IN TRIP 42  
 COST TO EACH STUDENT \$145 PROVISION FOR THOSE UNABLE TO PAY Titan Council fund.  
 MEANS OF FUNDING TRIP Student/parent payments  
 NUMBER OF TEACHERS 3 NUMBER OF PARENTS 0 = TOTAL NUMBER CHAPERONES 3

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):  
Titan Thespian Council has asked to see a Broadway show as a club to enhance understanding of production of professional musicals and foster shared personal interests

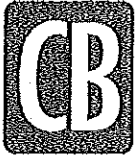
PLEASE ATTACH A DETAILED ITINERARY.

TRANSPORTATION \*\*Bus Company Melard Coach, Ephrata, PA  
 Airline (Name of Carrier) \_\_\_\_\_  
 Other (Specify) \_\_\_\_\_

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

PRINCIPAL SIGNATURE [Signature] SCHOOL SOUTH  
 DATE 3-4-15

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 \_\_\_\_\_

PERMISSION IS REQUESTED TO FACILITATE A FIELD TRIP TO  
 DESTINATION(S) Hilton Alexandria Maple Center  
 ADDRESS(ES) Alexandria, VA  
 DATE(S) 5/29 - 5/31

NAME OF SCHOOL CB East  
 SCHOOL GROUP (Band, Debate, Sports Team, etc.) Scholar's Bowl Team  
 NAME OF SCHOOL GROUP SPONSOR Andrew Bower SPONSOR SIGNATURE [Signature]  
 NUMBER OF STUDENTS IN GROUP 8 NUMBER OF STUDENTS PARTICIPATING IN TRIP 8  
 COST TO EACH STUDENT \$300 PROVISION FOR THOSE UNABLE TO PAY \_\_\_\_\_

MEANS OF FUNDING TRIP student fees  
 NUMBER OF TEACHERS 2 NUMBER OF PARENTS \_\_\_\_\_ = TOTAL NUMBER CHAPERONES 2

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

EDUCATIONAL PURPOSE FOR TRIP (Include objective, invitation, if applicable): Scholar's Bowl team national competition

PLEASE ATTACH A DETAILED ITINERARY.

TRANSPORTATION School Van driven by teacher  
 \*\*Bus Company \_\_\_\_\_  
 Airline (Name of Carrier) \_\_\_\_\_  
 Other (Specify) \_\_\_\_\_

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

PRINCIPAL SIGNATURE [Signature] SCHOOL CBEAST  
 DATE 3/4/15  
 BOARD PRESIDENT SIGNATURE \_\_\_\_\_ APPROVAL DATE \_\_\_\_\_