



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

April 14, 2015

7:30 p.m.

Executive Session
6:45 p.m.

- I. **Call to Order/Pledge of Allegiance/Roll Call**
- II. **Approval of School Board Meeting Minutes – March 24, 2015** Pages 1-8
- 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. **Recommendation for the naming of the Central Bucks High School – East Stadium.**
- V. **School Board Reports** Pages 9-61
 - 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 62-72

1. General Fund Dates (March 31, 2015, April 9, 2015)	\$2,082,163.68
2. Capital Fund Dates (March 31, 2015)	\$ 523,721.44
3. Food Service Dates (March 19, 2015)	\$ 18,267.21
 - B. **Award a contract to Security & Data Technologies to replace the PA System at Warwick Elementary School in the amount of \$42,671. This proposal is from the PA Co-Stars Contract #4400000152.** Pages 73-75
 - C. **Approval to purchase new HVAC equipment from Trane, Inc. for Holicong Middle School in the amount of \$151,010. This proposal is from the TCPN Contract #12-10001-15-002.** Pages 76-83

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

- D. Award a contract to Pro Com Roofing to replace the roof at Cold Spring Elementary School in the amount of \$549,000. Page 84
- E. Approval of a contract with Ricoh USA, Inc. in the amount of \$25,293.25 to convert student records. Pages 85-101
- F. Approval of Middle Bucks Institute of Technology 2015-2016 General Fund Budget. Pages 102-106
- G. School Board Policies for Approval Pages 107-121
 - #104 – Nondiscrimination in Employment/Contract Practices
 - #235 – Student Rights/Responsibilities
 - #235.1 – Surveys
 - #239 – Foreign Exchange Students
 - #405 – Employment of Per Diem substitute Professional Employees
 - #505 – Employment of substitute and Short-Term Employees
- H. Personnel Items Pages 122-136
 - 1. Resignations
 - 2. Retirements
 - 3. Leaves of Absence
 - 4. Appointments
 - 5. Long-Term Substitute Teachers
 - 6. Long-Term Per Diem Substitute Teachers
 - 7. Classification Changes
 - 8. Community School Staff
 - 9. EDRs
- I. Student Items Pages 137-140
 - 1. Approval of CB West Spanish 5 classes to travel to New York. Dates are April 27, 2015.
 - 2. Approval of CB East Scholar’s Bowl Team to travel to Harrisburg, PA. Dates are April 30-May 1, 2015.
 - 4. Approval of CB East AP Spanish class and Spanish Honor Society to travel to New York. Dates are June 9, 2015.
- J. Staff Conferences/Workshops Page 141
- VII. Reports and Information Page 142
 - 1. Sabbatical Leaves of Absence
- VIII. Adjournment

Upcoming Meetings: April 28, 2015
May 12, 2015

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

March 24, 2015

Dr. Weitzel thanked Neil Delson, Band Director at CB-West, and the two CBSD high school students for the *Seaboard GRAND* demonstration and performance before the school board meeting.

The Central Bucks Board of School Directors held its meeting on Tuesday, March 24, 2015 in the Board Room of the Educational Services Center with Vice President Tyler Tomlinson presiding. The meeting was called to order by Vice President Tomlinson at 7:30 p.m., followed by the Pledge of Allegiance.

BOARD MEMBERS PRESENT

Tyler Tomlinson – Vice President, James Duffy, Paul Faulkner, Joseph Jagelka, Geryl McMullin, Kelly Unger

BOARD MEMBERS ABSENT

Stephen Corr – President, John Gamble, 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

APPROVAL OF MINUTES

Motion by Joseph Jagelka, supported by Geryl McMullin, to approve the minutes of the March 10, 2015 school board meeting.

Motion Approved 5-0-1. (Paul Faulkner)

Mr. Tomlinson announced that the Board met in Executive Session on Wednesday, March 18, 2015 after the committee meetings to discuss a pending litigation matter/employment issue.

PUBLIC COMMENT

Brandon Heath, Colonel Gregory Marston, Amy McNutt, Jake Walker, and Joyce Godfrey shared insight about Army 1st Lt. Colby Umbrell and urged the Board to consider naming the CB East Stadium after Colby Umbrell. Don Veix thanked Board members for getting the stadium built after many years, and knows that making the decision to name the stadium is a difficult one. He would like the stadium name to be respectful of all those who have sacrificed. Chris Kauffman and JoAnne Atwell commented on the positive experiences their families have had as being host families for foreign exchange students and had questions about the English Proficiency test the district requires as stated in the Foreign Exchange Student School Board Policy.

SUPERINTENDENT'S REPORT

Update on the Governor's Budget

Mr. Matyas provided a review of the proposal to continue the district construction debt prepayment plans, a review of the 2015-2016 Governor's Budget, the impact of the Governor's Budget on CBSD, and the status of the CBSD budget development. Mr. Matyas explained the proposed \$40M

construction debt prepayment plan. The district would realize an \$8.4M return allowing for that money to be used in other areas of the district. The district has been reducing debt since 2011. The review of the Governor's 2015-2016 budget shows that there will be an increase in Basic Education Funding, Special Education Funding, Career and Technology Funding, and a savings in cyber charter school reform. New taxes at the state level will be imposed to fund property tax relief, and estimates are that district residents would see a property tax reduction of 18% implemented in the 2016-2017 fiscal year. Mr. Matyas explained that revenues, (such as earned income tax, local real estate taxes, and interim real estate taxes) in the district have increased by approximately \$600K since the January preliminary budget. The governor is proposing a \$1.5M increase over the 2014-2015 budgeted amount for state basic education subsidies and a \$475K increase for state special education subsidies for the Central Bucks School District. The elementary initiative is projected to add \$630K in expenses, and an additional \$2M in budget transfers for renovations at Holicong and Unami Middle Schools were proposed and will bring the total budget to \$310,896,013. The Governor plans to make revisions to the state pension system by not privatizing the state liquor stores but by enhancing their efficiency to generate more state revenues. The extra revenue from the state stores will fund a \$3B pension bond which will reduce future employer contribution rates to PSERS and reduce pension unfunded liabilities. Mr. Matyas highlighted the 2015-2016 district initiatives: continue to implement wireless network access in schools, continue to expand teacher and student instructional technology, begin the elementary initiative, and have another debt defeasance which will cut the 2015-2016 principal and interest expenses by over \$2M. The proposed elementary initiative will be discussed at the April 15 Curriculum Committee meeting. This proposed initiative will add a net total of eight teachers being hired after retirements and enrollment declines. This initiative would develop an interdisciplinary, projected-based special class (once per week) for students in grades 1-6 and would be taught by an elementary certified teacher. This class would provide a fifth 40-minute planning and preparation period for each classroom and full-time special education teacher; similar to the current special area classes – art, library, music, and physical education. Administration is recommending a no millage increase for the 2015-2016 school year. The district has had low millage rate increases since the 2011-2012 school year. Mr. Matyas summarized that the district could see more state subsidy, that the elementary initiative will comply with the governor's requirement that extra state funding must be used for enrichment, remediation, or extended learning opportunities, and that it is possible that the state budget will not be adopted prior to June 30, 2015.

TREASURER'S REPORT AND SUMMARY OF FUND DISBURSEMENTS

Motion by Paul Faulkner, supported by James Duffy, to approve the Treasurer's Report and Summary of Fund Disbursements for the month of February 2015.

General Fund	\$17,519,346.48
Capital Fund	\$ 863,132.18
Food Service	\$ 497,673.84
TOTAL ALL FUNDS	\$18,880,152.50

Motion Approved 6-0.

ACCOUNTS PAYABLE CHECK DISBURSEMENTS

Motion by James Duffy, supported by Joseph Jagelka, to approve the March 13, 2015, March 19, 2015 and March 20, 2015 General Fund check disbursements; and the March 19, 2015 Capital Fund check disbursements.

Motion Approved 6-0.

CONSTRUCTION CONTRACTS AND SERVICE AGREEMENTS

Motion by Geryl McMullin, supported by Paul Faulkner, to award a contract to Walter Brucker & Co. for general construction at the Unami Middle School in the amount of \$1,170,400.

Motion Approved 6-0.

Motion by Geryl McMullin, supported by Paul Faulkner, to award a contract to Myco Mechanical, Inc. for plumbing construction at the Unami Middle School in the amount of \$223,000.

Motion Approved 6-0.

Motion by Geryl McMullin, supported by Paul Faulkner, to award a contract to Worth & Company for mechanical construction at the Unami Middle School in the amount of \$567,000.

Motion Approved 6-0.

Motion by Geryl McMullin, supported by Paul Faulkner, to award a contract to Pinnacle Electrical Construction for electrical construction at the Unami Middle School in the amount of \$305,450.

Motion Approved 6-0.

Motion by Joseph Jagelka, supported by James Duffy, to award a contract to Carr & Duff, Inc. to provide a new generator at Cold Spring Elementary School and Jamison Elementary School in the amount of \$127,213.

Motion Approved 6-0.

COMPREHENSIVE PLANNING TEAM

Motion by Kelly Unger, supported by Paul Faulkner, to appoint three (3) students and eight (8) adults to the Comprehensive Planning Team.

Motion Approved 6-0.

EMPLOYEE FLEXIBLE SPENDING PLANS

Motion by Paul Faulkner, supported by Kelly Unger, to approve the administrative services contract with Alternative Benefit Systems, Inc. effective September 1, 2015.

Motion Approved 6-0.

SCHOOL BOARD POLICY FOR FIRST READ

Motion by Kelly Unger, supported by Geryl McMullin, to table School Board Policy 104 – Nondiscrimination in Employment and Contract Practices; School Board Policy 235 – Student Rights/Responsibilities; School Board Policy 235.1 – Surveys; School Board Policy 239 – Foreign Exchanges Students; School Board Policy 405 – Employment of Per Diem Substitute Professional Employees; and School Board Policy 505 – Employment of Substitute and Short Term Employees so that the proposed policies can be posted on the CBSD website for public review.

Motion Approved 6-0.

PERSONNEL ITEMS

Motion by Geryl McMullin, supported by James Duffy, to approve resignations, retirements, and leaves of absence; appointments, long-term substitute teachers, long-term per diem substitute teachers, community school staff, per diem substitute teachers, homebound instructors, per diem substitute bus drivers, substitute custodians, and substitute educational assistants.

RESIGNATIONS

Name: Brenda Bates
Position: Personal Care Assistant – Central Bucks High School – West
Effective: March 9, 2015

Name: Maritsa Sherenian
Position: Speech Correction teacher – Butler Elementary School
Effective: March 20, 2015

Name: Elizabeth Umstead
Position: Basic Skills Assistant – Buckingham Elementary School
Effective: March 20, 2015

RETIREMENTS

Name: Donna Dougherty
Position: Elementary teacher – Cold Spring Elementary School
Effective: June 22, 2015

Name: Susan Gray
Position: Special Education teacher – Jamison Elementary School
Effective: June 22, 2015

Name: Patricia McShane
Position: General Secretary/Staff Development Secretary – Educational Services Center
Effective: April 30, 2015

Name: Dale Scafuro
Position: Director of Student Services – Educational Services Center
Effective: July 10, 2015

Name: Dana Serlen
Position: Special Education teacher – Educational Services Center
Effective: June 22, 2015

LEAVES OF ABSENCE

Catherine Frederick English teacher – Unami Middle School
August 27, 2015 – January 26, 2016

Robert Kibbe Technology Education teacher – Holicong/Tohickon/CB East
May 11, 2015 – May 29, 2015

Ashley Lere Elementary teacher – Kutz Elementary School
August 27, 2015 – January 26, 2016

Lisa Towle Special Education teacher – Titus/Barclay Elementary Schools
September 4, 2015 – June 30, 2015 (Intermittent)

Leslie Wong Elementary teacher – Doyle Elementary School
February 10, 2015 – August 2015

Lauren Wooley Special Education teacher – Linden Elementary School
August 27, 2015 – November 27, 2015

APPOINTMENTS

Name: Jeanette Connaughton
Position: Educational Assistant – Transportation Department
\$13.87 per hour
Effective: March 25, 2015

Name: Victoria Gates
Position: Personal Care Assistant – Central Bucks High School – South
\$12.64 per hour
Effective: March 16, 2015

Name: Michael McGarvey
Position: Bus Driver – Transportation Department
\$19.60 per hour
Effective: March 25, 2015

Name: Linda Mendenhall
Position: Bus Driver – Transportation Department
\$20.35 per hour
Effective: March 25, 2015

Name: David Riccardi
Position: Bus Driver – Transportation Department
\$19.60 per hour
Effective: March 25, 2015

Name: David Shapp
Position: Bus Driver – Transportation Department
\$19.60 per hour
Effective: March 25, 2015

Name: Anthony Vaccaro
Position: Bus Driver – Transportation Department
\$19.60 per hour
Effective: March 25, 2015

Name: Andrea Wolfe
Position: Personal Care Assistant – Central Bucks High School – West/Lifeworks
\$12.64 per hour
Effective: March 16, 2015

LONG-TERM SUBSTITUTE TEACHERS

Name: Kathryn Wilde
Position: Elementary teacher – Buckingham Elementary School
\$45,024.15 per annum (B+0 credits, Step 1)
Effective: October 13, 2014 until the end of the 2014-2015 school year

LONG-TERM PER DIEM SUBSTITUTE TEACHERS

Name: Nicole Brandecker
Position: Special Education teacher – Unami Middle School
\$150 per day
Effective: March 9, 2015

Name: Abigail Clarke
Position: English teacher – Lenape Middle School
\$150 per day
Effective: March 20, 2015 – May 17, 2015

Name: Nicole Dea
Position: Elementary teacher – Groveland Elementary School
\$150.00 per day
Effective: March 9, 2015

Name: Taylor Goldsworthy
Position: Elementary teacher – Mill Creek Elementary School
\$150.00 per day
Effective: March 9, 2015 – April 10, 2015

Name: Aimee Porco
Position: Elementary teacher – Butler Elementary School
\$150 per day
Effective: March 2, 2015

Name: Leigh Schoepflin
Position: Instrumental Music teacher – Groveland/Cold Spring/Linden/Gayman Elementary
\$150 per day
Effective: March 2, 2015

Name: Sandra Speer
Position: Spanish teacher – Central Bucks High School – East
\$150 per day
Effective: March 9, 2015

COMMUNITY SCHOOL STAFF

Daniel Asper	Assistant Swim Coach	\$13.90/hour
Shelly Earley	Before/After School Instructor 1	\$20.25/hour

PER DIEM SUBSTITUTE TEACHERS Approved salary rate of \$95/day, \$100/day on Monday and Friday, \$110/day greater than 39 days, for the 2014-2015 school year.

Marianne Alt	Michael Esser	William Lutz	Jill Reed
Alexandra Bauer	Kristi Gimpel	Kimberly Murl	Michael Roche
Ian Casey	Joanna Iwaskiw	Brace Potthoff	Mellany Taylor
Casey Colsher	Natasha Jones	Taylor Randall	Sandra Tesla Berry

HOMEBOUND INSTRUCTORS Approved salary rate of \$30/per hour, plus mileage for the 2014-2015 school year.

Nicole Brandecker

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

<u>Substitute Bus Driver:</u>	<u>Substitute Custodian:</u>	<u>Substitute Educational Assistant:</u>
Joseph McMahon	Shawna Major	Susan Perez
Frances Menarde	Kathleen Ramierez	Joanne Supperer
Mitchell Richman		
Sandra Scarborough		
Jacqueline Worthington		
Thomas Worthington		

Motion Approved 6-0.

STUDENT ITEMS

Motion by Paul Faulkner supported by Joseph Jagelka, to approve J.G. to remain at Central Bucks High School – South as a tuition student for the 2014-2015 school year.

Motion Approved 6-0.

Motion by Paul Faulkner, supported by Joseph Jagelka, to approve the following student trips:

- CB East European History classes to travel to New York on June 1, 2015
- CB East Choir and Patriot Players to travel to Orlando, FL on February 4-7, 2016

Motion Approved 6-0.

STAFF CONFERENCES/WORKSHOPS

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

Beltz, Paul	5/3-5/6/15	PA Association of Federal Program Coordinators	Seven Springs, PA	1,215
Embow, Alison	4/1/15	Childhood Anxiety Disorders	Warrington, PA	60
Kownurko, Virginia	4/12-4/14/15	PA Future Business Leaders of America St Conf	Hershey, PA	770
Taub, Rosemarie	4/13-4/15/15	PA Future Business Leaders of America St Conf	Hershey, PA	850
Totals This Meeting				1,620 1,275

Motion Approved 6-0.

Dr. Weitzel announced that Sabbatical Leaves of Absence and the Semi-Annual Rating of Elementary and Secondary Temporary Professional Employees were include as information items to the Board.

There being no further business before the Board, motion by Geryl McMullin, supported by Kelly Unger, to adjourn at 8:43 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sharon L. Reiner".

Sharon L. Reiner
Board Secretary

CENTRAL BUCKS SCHOOL DISTRICT
Curriculum Committee Notes
March 11, 2015

MEMBERS PRESENT

John Gamble, Chairperson
Jerel Wohl, Member

OTHER BOARD MEMBERS AND ADMINISTRATORS PRESENT

Paul Faulkner	Dr. David Weitzel	Dale Scafuro
Geri McMullin	Dr. David Bolton	
Tyler Tomlinson	Dr. Nancy Silvius	

COMMITTEE MEMBERS ABSENT

Kelly Unger

PUBLIC COMMENT

Max Rose, Joanne Atwell, Sara Huskin and Keith Cianfrani commented on the English proficiency standardized test requirements for placement of foreign exchange students. Nancy Santacecilia commented on various topics concerning 9th grade including weighted grades for courses, the impact on GPA and number of elective courses.

PREVIOUS MEETING NOTES

There were no changes

INFORMATION/DISCUSSION

Comprehensive Plan for Special Education—Mrs. Scafuro presented an overview of the Special Education portion of the District Comprehensive Plan. The Plan is required by the state every three years. The Special Education plan must be posted publically for at least 28 days and is due to the State by May 15, 2015. The Plan includes information on enrollment, non-resident students oversight, incarcerated students oversight, least restricted environment, behavior support services, strengths, highlights, and intensive interagency/ensuring FAPE/hard to place students. The remainder of the report includes specifics regarding the programs in each school. The report has been posted on the District website and the Board will be asked to approve the report at the April 28, 2015 meeting.

Retention of School Records—Mrs. Scafuro informed the Committee that the District is required to keep ‘directory information’ on students for 99 years. The district currently has 30,500 records that are in paper form or on microfiche and need to be stored electronically. Ricoh has the capability to convert these records into PDF documents that would then be searchable. The cost for this service is \$25,303 and would be a one-time cost.

Revised Policy 235—Student Rights/Responsibilities (pre-deliberation)—Dr. Silvius reviewed for the committee that according to a recommendation from PDE present Policy 235 on Students Right/Responsibilities should be updated to include a listing of responsibilities and information on surveys of students should be removed from this policy and be written into a separate policy—Policy 231.1. This policy will move to the next Board meeting for consideration.

New Policy 235.1—Surveys (pre-deliberation)—PDE has recommended that guidelines on conducting surveys of students should be written into a new policy—Policy 231.1. Some information on surveys was in previous Policy 235. Guidelines on parents requesting to review the survey and how to opt their child out if they so desire are included in this policy. Mrs. Scafuro clarified the state law that parents still retain their parental rights to review the survey notice and to inspect it for their child who has reached eighteen years old. This policy will move to the next Board meeting for consideration.

Revised Policy 239—Foreign Exchange Students (pre-deliberation)—This policy is revised to show the change in the required English proficiency test which has been the Secondary Level English Proficiency (SLEP) test. This test has been discontinued by ETS. This policy revision will list the test required by the district to be the one recommended by the Council on Standards for International Educational Travel. Additional information states that the district requires a score of High Intermediate or Advanced on the English proficiency test in order to be approved. Various board members commented on strong support for the proficiency test and that it is an objective rather than subjective measure. A board member noted that English proficiency is a requirement of the J-1 visa which exchange students must have. This policy will move to the next Board meeting for consideration.

ANNOUNCEMENTS

The next scheduled meeting is April 15, 2015

ADJOURNMENT

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

CENTRAL BUCKS SCHOOL DISTRICT
Finance Committee Notes
March 18, 2015

Committee Members Present

Jerel Wohl, Chairperson
Paul Faulkner, Member
Geri McMullin, Member

Other Board Members and Administrators Present

Jim Duffy
John Gamble
Joe Jagelka
Tyler Tomlinson
Kelly Unger

Dave Matyas, Business Administrator

Dr. Dave Weitzel, Superintendent
Dr. David Bolton, Assistant Superintendent
Dr. Nancy Silvius, Assistant Superintendent
Suzanne Dailey, Staff Development
Karl Funseth, Principal, Buckingham Elementary
Jason Jaffe, Staff Development
Richard Kratz, Curriculum Development
Cheryl Leatherbarrow, Principal, Tamanend MS
Alyssa Walloff, Staff Development

Committee Members Absent

The Finance Committee meeting was called to order at 7:10 p.m. by Jerel Wohl, Chairperson

PUBLIC COMMENT

Three members of the public were present.

Review of Notes

The February 18, 2015 Finance Committee meeting notes were accepted as presented.

INFORMATION/ DISCUSSION/ACTION ITEMS

Construction Debt Defeasance – John Frey, Director for Public Financial Management Inc. provided an overview of the plan to prepay outstanding construction debt. Since 2011 the school district has prepaid over \$100 million on outstanding construction debt. Administration is providing another proposal to prepay an additional \$40 million in construction debt. The proposal will yield \$8.5 million in additional value by eliminating some interest payments through fiscal year 2028-2029. Currently, the school district has principal and interest payments remaining on outstanding debt of \$206,574,571. After prepayment of debt, the district will have \$158,030,679 remaining in principal and interest payments.

Funding for the \$40M construction debt prepayment will come from \$25M reserved over the past couple of years for debt payments, \$9M from the general fund balance, and \$6M anticipated as expected positive revenue and expense variance from the current year budget operations. This strategy will also reduce the general fund balance from approximately 6% to 3% of the budget. This will put the district in compliance with proposed legislation from Governor Wolf. The governor's proposal will disallow future real estate tax increases if a school district has a fund balance of 4% or greater.

Savings from the debt prepayments have been used for five years to meet mandated increased costs of the state pension plan and to keep real estate tax increases to a minimum. The proposed \$40 million debt prepayment will help the school district meet increased pension payments through the year 2029 with minimal real estate tax increases. Administration hopes to propose another round of debt prepayment in the spring of 2017 to further reduce principal and interest payments and to help offset health-care expenses that are rising faster than the Act 1 inflation index.

Q: Are there any other school districts that are prepaying their construction debt?

A: Yes, one other client of Public Financial Management is doing the same thing. PFM has hundreds of school district and municipal clients across Pennsylvania.

Q: Will PDE reimburse the school district for their share of the debt prepayment?

A: Yes, school districts should receive a lump sum payments from PDE of approximately \$1,447,000. There is no timeline for when PDE would make that lump sum reimbursement.

Q: Why isn't administration recommending the option to prepay \$45 million in construction debt?

A: A \$45 million debt prepayment might stretch school district finances a little too thin. If the school district took another \$5 million out of the general fund balance, the fund balance would drop to approximately 1.3% of the budget.

The committee gave direction to administration and to PFM to continue with the process and involve the solicitor and bond counsel to prepare resolutions for the board to consider at a future meeting.

2015-16 Budget Update – Administration gave an overview of the current status of the 2015-16 general fund budget. Administration feels very comfortable recommending no millage increase for the new fiscal year. Revenues are anticipated to be higher by \$2.6M compared to the preliminary budget. Governor Wolf is recommending a funding increase of approximately \$1.5M for basic instructional subsidy and a half million dollars for special education subsidy. In addition, administration adjusted local revenues upward by approximately \$600,000.

Local revenues continue their upward three-year trend. Real estate taxes are projected to increase even without a millage increase due to increased taxable assessed value from new construction. Earned income taxes are also improving. The latest Bucks County unemployment rate is approximately 4.5%. With a declining unemployment rate, more people are entering the workforce and improving wage-based taxes. In addition, if the school board approves the \$40M debt prepayment, it will reduce principal payments for the budget year by over \$2M.

Looking at the history of state revenues and if Governor Wolf's funding plan is adopted by the state legislature, then state revenues for the budget year will be roughly equivalent to the 2006-07 fiscal year which is good news after many years of declining state support.

On the expenditure side of the budget, approximately \$400,000 was added to the salary line and \$235,000 was added to the benefit line of the budget to show the impact that the proposed elementary initiative would have on the budget.

Reviewing the principal and transfer budget line item area of the budget, principal payments on debt is expected to go down by approximately \$2 million if the school board approves the construction debt prepayment.

Recommended budget transfers include \$5.3M for short-term capital projects such as roofing repairs, parking lot repairs, and HVAC equipment replacement which is an increase of \$1M over the current year.

It's also recommended to transfer \$8.5M to the long-term capital fund to help cover projected costs for the Holicong Middle School and Unami Middle School renovation projects. This is an increase of approximately \$5.3M over the current year funding amount. The long-term financial plan of the school district is to pay for renovations and capital projects with cash rather than incur borrowing costs and associated interest payments in the future.

\$1M is proposed as a transfer to the transportation capital account as part of the ongoing school bus replacement program.

\$12M is proposed as a transfer into the debt service fund which is an increase of \$1.2M over the current year. The transfer into the debt service fund will help provide seed money for the next round of construction debt prepayment tentatively scheduled for the spring of 2017.

No transfers are anticipated during the budget year for technology purchases. The technology capital fund currently has a balance of \$4.9M and does not need any additional funding at this time. The 2015-16 technology plan calls for expenditures of approximately \$2.1M including a new district wide telephone system. Initial estimates of a new phone system are significantly less than first anticipated. Funding for the technology capital fund will be reviewed again as part of the 2016-17 budget process at which time budget transfers could resume if funds are needed.

\$1M is proposed as a transfer into the other post-employment benefit fund to comply with GASB 34 requirements and \$480,000 is proposed as a transfer into the self-insured healthcare contingency fund.

If the school board adopts the proposed budget with no millage increase, the school district will have an average real estate millage increase of under 1% per year for the past five years. This is well below the general economic rate of inflation especially considering state pension costs have increased by 360% in the past five years and health-care costs continue to increase at rates at least double the rate of inflation.

Q: Should the school district budget for the governor's proposed subsidy increase in light of the letter state legislators sent out cautioning that the governor's numbers may not materialize?

A: Administration is also hearing from the governor's budget office that they feel very strongly that the governor's funding proposal will make its way through the legislative process. Even if the governor's funding proposal is eliminated, implementation of the construction debt prepayment will reduce expenditures to allow for implementation of the elementary initiative and not increase the real estate millage rate.

Q: How many teaching positions are included in the budget to implement the elementary initiative?

- A: The elementary initiative will require the hiring of approximately 12 additional teaching positions. But, it is anticipated that the district will be able to reduce four teaching positions due to declining student enrollment. Therefore, the net impact of the elementary initiative on the budget will be about eight new teaching positions.

The committee directed administration to continue with the budget preparation process as proposed.

Scoreboard Sponsorship – The committee continued its discussion of scoreboard sponsorship for the high school stadiums. The consensus of the committee was not to seek commercial advertisements for the scoreboards at this point in time.

Elementary Initiative - Dr. Weitzel reviewed the initial plan for an elementary initiative that would provide additional enrichment for students at the elementary level. The proposal would develop an interdisciplinary, project-based special class (once per week) for students in grades 1-6 beginning in the 2015-2016 school year. This learning opportunity would be taught by an elementary certified teacher. In turn, this class would provide a fifth, 40-minute planning and preparation period for each classroom and full-time special education teacher; similar to the current special area classes – art, library, music, and physical education. Elementary teachers have less preparation time than their secondary counterparts. The additional preparation time each week will give teachers within each building a chance to collaborate and develop more integrated lesson plans between the subject areas.

The purpose of this special class is to enrich students' authentic learning experiences by building their skills in collaboration, critical and creative thinking, and communication to solve real world problems. Students will develop original ideas by applying their content knowledge to real world situations and problems that are age appropriate.

The overarching goals of this instructional program include, but are not limited to:

- Focusing on critical and creative thinking, communication, and collaboration to solve real problems.
- Integrating the content of our elementary curriculum – science, technology, art/design, math, reading, and writing – to non-routine application of these curricular concepts.
- Providing meaningful work that is developmentally appropriate and challenging.
- Helping young learners make sense of their world by learning how math, science, and art are a daily part of our lives.
- Planning and conducting research, managing projects, solving problems, and making informed decisions using appropriate digital tools and resources to gather, evaluate, and use information.
- Increasing the use of CB's educational technology upgrades, including enhanced WiFi access, updated interactive technology in all classrooms (Interactive White Boards), SMART software, teacher laptops, iPads in our K-2 classrooms.

If the school board school board approved hiring additional teachers and the approval of the overarching instructional goals, the next steps would be:

- Formally identify the core team members to develop the curriculum.
- Core team members now include: David Bolton, Laura Enama, Richard Kratz, Alyssa Walloff, Jason Jaffe, Suzanne Dailey, Pam Pensabene (PEN teacher/coordinator),

Stephanie Adler (teacher), Lindsay Smith (teacher), Cheryl Leatherbarrow middle school principal, and Karl Funseth elementary principal.

- The core team would continue to gather information to support the overall program goals, and collect resources that can be used to write the curriculum/units of study.
- Utilize the talents of the teachers we will hire to work with the core team to write the curriculum/units of study (summer 2015) with implementation in September 2015.

Q: Can the district afford to hire 12 new teachers for this enrichment program?

A: Yes, the budget impact of the new teaching positions will probably be a total of eight new positions due to the anticipated reduction of four teaching positions, through attrition, due to declining student enrollment. The total cost is anticipated to be \$630,000 for salaries and benefits during the first year of implementation. The timing is good as the governor is proposing additional funding for school districts. The governor's additional funding proposal requires school districts to use the additional funding to provide enriched instructional opportunities, additional remediation opportunities, or extended school year opportunities for students. The elementary initiative would meet the governor's guidelines.

Q: Where will the extra 40 minutes per week come from to provide this additional classroom instructional time?

A: Each elementary subject area has a flexible amount of instructional time associated with it each week as some lesson plans may take longer than others to master. The 40 minutes of additional enrichment time will come from some of these flexible minutes that each subject currently has built in each week.

Q: The timeline to start this program is this coming September. Is this too aggressive to implement?

A: No. Administration is already working to identify teachers to interview for these newly created positions. The teachers would work over the summer with our staff and curriculum developers to have lessons plans ready for the start of the 2015-16 school year.

Q: What impact will this have on the current Elementary curriculum?

A: The new program would enrich the students' learning experience. This new class is an extension of the current curriculum. Students will be asked to apply the curriculum information through real-world, unpredictable problems.

Q: Will this have an impact on class size at the Elementary level?

A: No. This is an additional special and will have no impact on class sizes.

Q: Mrs. Unger asked if the Elementary Program Initiative overview will be placed on our website to let parents/families know that program design will be more fully explained at the School Board Curriculum Committee meeting held on Wednesday, April 15, 7:00 p.m. at the Administration Center?

A: Yes. We will post some information about the initiative on our website (and our Facebook page). The information will include some details about the program in advance of the April 15 Curriculum Committee meeting.

ADJOURNMENT

The meeting adjourned at 8:40 p.m.

The committee then held an executive session to discuss personnel items.

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

CENTRAL BUCKS SCHOOL DISTRICT
Human Resources Committee Notes
March 11, 2015

MEMBERS PRESENT

James Duffy, Chairperson
Geryl McMullin, Member
Tyler Tomlinson, Member

OTHER BOARD MEMBERS AND ADMINISTRATORS PRESENT

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

COMMITTEE MEMBERS ABSENT

Kelly Unger, 1st Alternate Member

PUBLIC COMMENT

No public comment.

PREVIOUS MEETING NOTES

There were no changes

INFORMATION/DISCUSSION

Flexible Spending Account Vendor—Andrea DiDio provided information and rates for current flexible spending account vendor and proposed vendor. There is a \$2,800 annual decrease in cost. The primary reason for the change is ease of use for active participants and better customer service. Ms. DiDio shared that one aspect of the better customer service was a monthly statement provided to the employee on the amount remaining in his/her FSA account. A board member asked what the maximum amount is for medical flexible spending and dependent care spending. Ms. DiDio clarified that medical is capped at \$2,000 and dependent is \$5,000. Additionally, the change of vendor is conducive to the needs of the business department as well.

Healthcare Consortium – Update on Vision Plan—Andrea DiDio provided information regarding the ongoing discussion at the healthcare consortium regarding choosing a vision plan for the consortium. This plan will be available as an optional enrollment as of July 1, 2015. This plan will be fully paid for by the employee. There is no cost to the district. Ms. DiDio provided an overview of the three (3) vendors that the group is reviewing. A board member asked about whether or not there are more participating physicians in one plan or another. Another board member asked what the discounted rate will be for laser vision correction surgery. Ms. DiDio will ask this question at the March 19, 2015 consortium meeting.

Policy Review —

Revision to Policy 104—Nondiscrimination in Employment and Contract Practices—Ms. DiDio presented the revised version of policy 104. This revisions in this policy are required to update regulations. The changes reflect the addition of Director of Human Resources as investigator in the complaint procedure. This revised policy will move to the next Board meeting for consideration.

Revision to Policy 405—Employment of Per Diem Substitute Professional Employees—Ms. DiDio presented the revised version of policy 405. This revisions in this policy are required to update new state laws regarding pre-employment requirements. The changes reflect much of the information in Act 153 and 168 laws and the associated revisions to the law related background checks and sexual misconduct. This revised policy will move to the next Board meeting for consideration.

Revision to Policy 505—Employment of Substitute and Short Term Employees—Ms. DiDio presented the revised version of policy 505. This revisions in this policy are required to update new state laws regarding pre-employment requirements. The changes reflect much of the information in Act 153 and 168 laws and the associated revisions to the law related background checks and sexual misconduct. This revised policy will move to the next Board meeting for consideration.

ANNOUNCEMENTS

The next scheduled meeting is April 15, 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
March 18, 2015

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	Kelly Unger
Jerel Wohl	Geri McMullin
Dr. Dave Weitzel	Nancy Silvius
David Bolton	Ken Rodemer
Dave Matyas	Ed Sherretta
Allyssa Walloff	Cheryl Leatherbarrow

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

PUBLIC COMMENT

CB East student spoke about the naming of the CB East stadium.

REVIEW OF MEETING NOTES

The February 18, 2015 Operations Committee Meeting Notes were reviewed.

INFORMATION/DISCUSSION/ACTION ITEMS

Ed Sherretta presented the proposed IT projects for 2015.

Scott Kennedy & Ken Rodemer distributed and reviewed the Operations Report.

Scott Kennedy & Ken Rodemer reviewed the bid results for the new generators at Cold Spring ES & Jamison ES. The bid results were also reviewed for the Unami MS renovation/addition. These items will be on the March 24, 2015 Board agenda.

Scott Kennedy presented the schedule for upcoming project bids and recommended award dates.

Scott Kennedy & Ken Rodemer reviewed the projects that were still in design.

Scott Kennedy presented information for the installation of a band tower at CB East. Discussion of the need - portable vs. permanent. The committee favored the portable band tower because of the cost and flexibility of use. Nancy Silvius and Scott Kennedy are going to confirm the height requirements for each High School.

At the February Operations Committee meeting, Lenape Valley Basketball had requested a fee reduction for their annual basketball tournament. Scott Kennedy informed the committee that a "sliding fee structure" is not being recommended. The current invoicing system is not capable of this without significant adjustment to each invoice. The committee decided that the existing fee structure should remain in place and be used for LVBB's request.

Dave Matyas proposed the installation of a Java City kiosk at CB South.

ADJOURNMENT

The meeting was adjourned at 7:00 p.m. Notes prepared by Scott Kennedy, Director of Operations and Administrative Liaison



BUCKS COUNTY INTERMEDIATE UNIT # 22

CALL TO ORDER

The Bucks County Intermediate Unit Board of School Directors conducted its regularly scheduled meeting on Tuesday, November 18, 2014 at 7:03 PM, at the Tawanka Elementary School, 2055 Brownsville Road, Langhorne, Pennsylvania, and notice of the meeting was duly given to the newspapers and to the public as required by law.

PLEDGE OF ALLEGIANCE

The meeting began with the pledge of allegiance, which was led by Stephen Hockenbury's class in the STIT program at the Tawanka Elementary School in the Neshaminy School District.

ROLL CALL ATTENDANCE

Members

Mr. Michael Hartline, President (Centennial)
Mrs. Patricia Sexton, Vice President (Council Rock)
Mrs. Pamela Strange (Bensalem Township)
Mr. John D'Angelo (Bristol Borough)
Mr. Stephen Corr (Central Bucks)
Mrs. Wanda Kartal (Morrisville)
Mrs. Carol Clemens (Palisades)
Mrs. Ada Miller (Pennridge)
Mr. Ron Jackson (Quakertown)

ABSENT: Members

Mrs. Helen Cini (Bristol Township)
Mrs. Susan Cummings (Neshaminy)
Mrs. Sandra Weisbrot (New Hope/Solebury)
Mr. Christopher Cridge (Pennsbury)

OFFICERS:

Executive Director

Dr. Barry J. Galasso

Deputy Executive Director

Dr. Michael Masko

Treasurer

Mrs. Paula Harland

Secretary

Mrs. Elizabeth Bittenmaster

PRESENTATIONS – Mr. Tom Seidenberger, Fair Funding Campaign representative, provided an overview and updated information on the campaign. Ms. Sarah Krusen made a presentation on the BrainSTEPS program and shared the Citations received from the local legislators for their services on concussion education and baseline training for athletes.

SPECIAL EDUCATION MINI REPORT – Ms. Sarah Krusen provided the mini report on the Brain Injury Support Programs in Bucks County.

PROGRAMS & SERVICES MINI REPORT – Dr. Mike Masko provided the mini report on Educator Effectiveness.

GOOD NEWS REPORT – Dr. Galasso gave a special thanks to everyone involved in the HeadStart Grant Application process.

PUBLIC PARTICIPATION – None

Upon a motion by Mr. Stephen Corr, seconded by Mrs. Patty Sexton, and passed by unanimous voice vote by nine (9) Board Members, the Board approved Items #1 through 32:

APPROVAL OF MINUTES

Approved the minutes from the October 21, 2014 Board Meeting. (Refer to Minutes in November 18, 2014 Board Agenda).

APPROVAL OF TREASURER'S REPORT

Approved the Treasurer's Report for the period of July 1, 2014 through October 31, 2014. (Refer to Report in November 18, 2014 Board Agenda).

APPROVAL OF BILLS FOR PAYMENT

Approved the Bills for Payment for the month of October 2014. (Refer to Report in November 18, 2014 Board Agenda).

APPROVAL OF BUDGETS

Approved the following Budgets: 2013-2014 Title II, Part A – Nonpublic in the amount of \$15,644; 2014-2015 Keystones to Opportunity (KTO) in the amount of \$205,000; 2014 BCDAC – Gambling Prevention in the amount of \$10,855; 2014 BCDAC – Drug & Alcohol Prevention in the amount of \$21,888; 2014-2015 BCDAC – Strategic Prevention Framework/Partnerships for Success in the amount of \$13,998; and 2014-2015 Pennsylvania Institute for Instructional Coaching (PIIC) Grant in the amount of \$36,200. (Refer to Report in November 18, 2014 Board Agenda).

APPROVAL OF FUND TRANSFERS

Approved the Special Revenue Fund Transfers for October 2014 in the amount of \$15,000. (Refer to Report in November 18, 2014 Board Agenda).

APPROVAL OF PROPOSAL

Approved the Proposal from RTI and Invoice Districts for the Homestead/ Farmstead Application Mailing Process in December 2014/January 2015 for an estimated cost of \$31,705.

APPROVAL OF AGREEMENT

Approved the Agreement with Lower Bucks Family YMCA to provide Evaluation Services for its 21st Century Community Learning Center Programs for the period from October 1, 2014 to September 30, 2015 for revenue in the amount of \$24,000. (Refer to Agreement in November 18, 2014 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Memorandum of Agreement with Western Kentucky University for a Speech Language Internship provided by BCIU #22 for the period from August 11, 2014 through August 10, 2015 for no cost. (Refer to Agreement in November 18, 2014 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Internship Agreement with Bloomsburg University of Pennsylvania for a Student Intern to assist the Intermediate Unit's Technology Applications Specialist for the period from November 18, 2014 through November 17, 2019 for no cost. (Refer to Agreement in November 18, 2014 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Retainer Agreement with Sweet Stevens Katz & Williams LLP for representation in the Bucks County Intermediate Unit's School Based Access Program 2012-2013 Cost Settlement Appeal for the period from November 18, 2014 through June 30, 2015 in the amount of \$5,000 plus the cost of transcripts, copying and filing fees. (Refer to Agreement in November 18, 2014 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Special Education Service Contract with the Bristol Borough School District for the period from July 1, 2014 through June 30, 2015 for revenue in the amount of \$994,982. (Refer to Agreement in November 18, 2014 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Keystones to Opportunity (KtO) Agreement with Bristol Township School District to provide services for the period of July 1, 2014 through September 30, 2015 for a revenue amount not to exceed \$205,000. (Refer to Agreement in November 18, 2014 Board Agenda)

APPROVAL OF AGREEMENTS

Approved the Agreements with the following Keystone to Opportunity Literacy Coaches to provide consulting services to the Bristol Township School District for the period of October 1, 2014 to September 30, 2015 contingent upon the Bristol Township School District receiving final approval from the Pennsylvania Department of Education for the Keystones to Opportunity Grant Funding for a total amount not to exceed \$130,000. (Refer to Agreements in November 18, 2014 Board Agenda):

- Marybeth Newberry (not to exceed \$40,000)
- Evelyn Pecci Clark Educational Associates, LLC (not to exceed \$30,000)
- Literacy Resources, LLC (not to exceed \$30,000)
- Geisel Education Consultant, LLC (not to exceed \$30,000)

APPROVAL OF AGREEMENTS

Approved the Agreements with the Gloucester County Special Services Bankridge Development Center and Educational Informational and Resource Center for offsite professional development workshop presentations for the period from November 5, 2014 through November 30, 2014 for a total revenue amount of \$1,960. (Refer to Agreements in November 18, 2014 Board Agenda)

APPROVAL OF BCIU #22 COMPREHENSIVE PLAN

Approved the Bucks County Intermediate Unit #22 Comprehensive Plan for the period from July 1, 2015 to June 30, 2018 and authorized the Submission to the Pennsylvania Department of Education.

APPROVAL OF PROPOSAL

Approved the Proposal with VIDA Charter School for the Office Restructuring Plan for the period of December 1, 2014 to January 30, 2015 for a revenue amount of \$1,200 plus travel expenses.

APPROVAL OF PREPAYMENT

Approved the prepayment of the Automated Substitute Placement and Absence Management System (AESOP) by Frontline Placement Technologies, LLC to the Bucks County Schools AESOP Consortium Members, contingent upon member district's approval and prepayment, for the period of July 1, 2014 through June 30, 2015 for an amount of \$14,588.80.

APPROVAL OF AGREEMENT

Approved the Agreement with J. LoGuidice Associates, Inc. for Consulting Services for the period of January 1, 2015 to December 31, 2015 for an amount not to exceed \$25,000. (Refer to Agreement in November 18, 2014 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Educational Staffing Agreement with the Quakertown Community School District to provide a Substitute Principal at Milford Middle School for the period of October 23, 2014 through June 30, 2015 for revenue in the amount of \$415.50 per day. (Refer to Agreement in November 18, 2014 Board Agenda)

APPROVAL OF CONTRACTS AND PURCHASES

Approved the Contracts and Purchases for the month of November 2014 for a total amount of \$61,853.50 as follows:

Vendor	Description	Budget	Amount
<u>Contracts</u>			
Colleen Anzio	Presenter Fee for One (1) for Credit Course October 31 through 11/28/2014	Local In-Service	\$2,400.00
Dr. Amy Dilworth-Gabel	Presenter Expenses for WISC-V Workshop on November 12, 2014	Special Education	250.00
Dr. Ross Greene	Presenter Fee for Workshop on February 25, 2014	Local In-Service	7,500.00
Learning Focused Solutions	Presenter Fee for ARL Workshop on December 9 & 10, 2014	School Impr Supp Priority Schools Human	4,250.00
McGrath Systems, Inc.	McGrath Certification Training and Required Training Materials in Support of 4 Year Contract July 1 2014-June 30 2018	Resources Community Svc	7,570.00 7,570.00
Katia McGuirk	Artist Presentation for Common In-Service Day on November 4, 2014	Common In- Service Visual Arts Special	500.00
Dr. John D. Molteni, Ph.D.	Presenter Fee and Travel Expenses for Workshop on April 15, 2015	Education	920.00
Public Information Resources, Inc.	Presenter Fee for Workshop on March 11, 2015	Special Education	3,000.00
Scholastic Inc. (Math Solutions)	Presenter Fee for Workshop on	Math/ Science	3,800.00

Solution Tree	December 11, 2014 Presenter Fee for Workshop on May 1, 2015	Collaborative Math /Science Collaborative	<u>6,500.00</u>
		Sub-Total:	<u>\$44,260.00</u>

<u>Purchases</u>	Vendor	Description	Budget	Amount
	One Point, Inc.	Additional Expenditures in Support of Reorganization and/or Staff Relocations	Facilities	5,000.00
	Phonak	Seven (7) Roger Inspiro FM Transmitters	Special Education	5,541.39
	Tilley Fire Equipment Co., Inc.	Seven (7) Fire Extinguishers with Mounting Brackets	Tawanka Facilities	407.00
	Tilley Fire Equipment Co., Inc.	One (1) Fire Extinguisher with Mounting Brackets	Facilities	546.36
	Digicert	Annual License Renewal for Security Certificates	Technology Services	3,500.00
	OpenDNS	Fifty (50) Seats each for Umbrella Mobility and Umbrella Enterprise	Technology Services	2,598.75
			Sub-Total:	<u>\$17,593.50</u>
			Grand Total:	<u>\$61,853.50</u>

APPROVAL OF BUCKS COUNTY COOPERATIVE PURCHASING BID

Approved the Bucks County Cooperative Purchasing Group Bid #15-007 – General Office & School Supplies for the period from January 1, 2015 through December 31, 2015 to the following recommended vendors:

- Cascade School Supplies
- Kurtz Brothers
- Office Basics
- Pyramid School Products
- Quill, Corporation
- School Specialty
- Standard Stationery Supply, Co.
- W. B. Mason Co.

APPROVAL TO CONTRACT FOR SERVICES

Approved to Contract for Strategic Purchase of Electricity Services through Provident Energy Consulting, LLC for the period of July 1, 2015 through June 30, 2018 for an amount to be determined and to sign supplier contracts with the awarded vendor following the bid review. Results will be presented to the Board of School Directors at the next regularly scheduled board meeting.

APPROVAL OF BUCKS COUNTY COOPERATIVE PURCHASING GROUP BID

Approved the Bucks County Cooperative Purchasing Group Bid #15-012 Nurse – Trainer for the period of January 1, 2015 through December 31, 2015 for an amount of \$118,127.60 to the following vendors:

Delcrest Medical Services	\$17,103.40
Henry Schein, Inc.	9,681.62
Medco Supply Company	32,633.83
Moore Medical, LLC	28,152.11
School Health Corporation	26,780.66
William V. MacGill	3,775.98

APPROVAL OF BUCKS COUNTY COOPERATIVE PURCHASING GROUP BID

Approved the Bucks County Cooperative Purchasing Group Bid #15-017 Summary of Vehicle Fuel for the period of January 1, 2015 through June 30, 2016 for an approximate amount of \$5,002,520.84 to the following vendors:

<u>Option #1 Floating prices</u>		<u>Differential/Gallon</u>
Unleaded Gasoline < 6,000 gal.	Superior Plus	0.1553
Unleaded Gasoline > 6,000 gal.	PAPCO, LLC	-0.0013
Ultra Low Sulfur Diesel B-2 < 6,000 gal.	PAPCO, LLC	0.1626
Ultra Low Sulfur Diesel B-2 > 6,000 gal.	PAPCO, LLC	-0.0075
Ultra Low Sulfur Diesel B-5 < 6,000 gal.	PAPCO, LLC	0.1646
Ultra Low Sulfur Diesel B-5 > 6,000 gal.	PAPCO, LLC	-0.0042
<u>Option # 2 fixed differential - Locked in November 3, 2014</u>		<u>Price Per Gallon</u>
Unleaded Gasoline < 6,000 gal.	PAPCO, LLC.	\$2.6229
Unleaded Gasoline > 6,000 gal.	PAPCO, LLC	\$2.3124
Ultra Low Sulfur Diesel B-2 < 6,000 gal.	PAPCO, LLC	\$2.8321
Ultra Low Sulfur Diesel B-2 > 6,000 gal.	PAPCO, LLC	\$2.6411

APPROVAL OF AGREEMENT

Approved the Engagement Letter with Fox Rothschild, LLP, Attorneys at Law, to provide legal advice and guidance to the Bucks County Intermediate Unit relating to software licensing and technology agreements effective November 18, 2014 for an hourly rate between \$380 to \$480 depending on the attorney assigned. (Refer to Engagement Letter in November 18, 2014 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Early Childhood Settlement Agreement for the 2014-2015 School Year for an amount not to exceed \$35,000. (Refer to Agreement in November 18, 2014 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with The Church of St. Andrew and St. Monica to provide Evaluation Services for its Cohort 7 21st Century Community Learning Center Programs for the period of October 1, 2014 to September 30, 2015 for revenue in the amount of \$23,946. (Refer to Agreement in November 18, 2014 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with Alice LaPier for Consulting Services for the period of January 1, 2015 to December 31, 2015 for an amount not to exceed \$30,000. (Refer to Agreement in November 18, 2014 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with Alice LaPier for Consulting Services for the 21st Century Community Learning Center Grant Cohort 6A for the period of November 1, 2014 to October 31, 2015 for an amount of \$13,400 for the third and final Grant Year 2014-2015. (Refer to Agreement in November 18, 2014 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with Alice LaPier for Consulting Services for the 21st Century Community Learning Center Grant Cohort 7 for the period of November 1, 2014 to October 31, 2015 for an amount of \$14,368 for the first Grant Year 2014-2015. (Refer to Agreement in November 18, 2014 Board Agenda)

APPROVAL OF FIRST READING TO BOARD POLICY

Approved the First Reading of Updated Board Policy #3405.5 – Administrative, Supervisory, Consultative Personnel Absences and Leaves to Reflect the Terms of the Current ASCP Agreement. (Refer to Board Policy in November 18, 2014 Board Agenda).

APPROVAL OF VARIOUS HUMAN RESOURCES ITEMS

Approved the various Human Resources items (A through E). (Refer to attached report dated November 6, 2014).

INFORMATION ITEMS – Mr. Jack Brady provided his Legislative Report.

OLD BUSINESS – None

NEW BUSINESS – None

PUBLIC PARTICIPATION - None

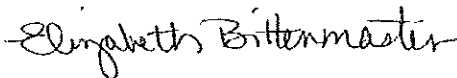
ADJOURNMENT

Upon a motion by Mr. John D'Angelo, seconded by Mr. Ron Jackson, and passed by unanimous voice vote of nine (9) Board Members, the Board agreed to adjourn the meeting.

The meeting adjourned at 8:00 PM.

NEXT MEETING

The next regularly scheduled meeting of the Bucks County Intermediate Unit #22 Board of School Directors is: **Tuesday, January 20, 2015 at 6:30 PM** at the Administration Building, 705 N. Shady Retreat Road, Doylestown, PA 18901



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



BUCKS COUNTY INTERMEDIATE UNIT # 22

CALL TO ORDER

The Bucks County Intermediate Unit Board of School Directors conducted its regularly scheduled meeting on Tuesday, January 20, 2015 at 6:36 PM, at the Administration Building, located at 705 N. Shady Retreat Road, Doylestown, Pennsylvania 18901, and notice of the meeting was duly given to the newspapers and to the public as required by law.

PLEDGE OF ALLEGIANCE

The meeting began with the pledge of allegiance, which was led by Doreen McNamara's W.O.W. class at the Haycock Elementary School in the Quakertown Community School District.

ROLL CALL ATTENDANCE

Members

Mr. Michael Hartline, President (Centennial)
Mrs. Patricia Sexton, Vice President (Council Rock)
Mrs. Pamela Strange (Bensalem)
Mr. John D'Angelo (Bristol Borough)
Mr. Stephen Corr (Central Bucks)
Mrs. Wanda Kartal (Morrisville)
Mrs. Susan Cummings (Neshaminy)
Mrs. Carol Clemens (Palisades)
Mrs. Ada Miller (Pennridge)
Mrs. Alison Smith (Pennsbury)
Mr. Ronald Jackson (Quakertown)

ABSENT:

Members

Mrs. Helen Cini (Bristol Township)
Mrs. Sandra Weisbrot (New Hope/Solebury)

OFFICERS:

Executive Director

Dr. Barry J. Galasso

Deputy Executive Director

Dr. Michael Masko

Treasurer

Mrs. Paula Harland

Secretary

Mrs. Elizabeth Bittenmaster

PRESENTATIONS – The Intelligencer Newspaper’s “Do-Getters” Award finalist plaque was presented by Reporter Amy Gianficaro to Doreen McNamara’s students in the W.O.W. Program. Source4Teachers Representatives presented the “Substitute Teacher of the Year” Award to Mr. Meyer Weintraub who substituted as a Job Coach at Tawanka Elementary School. A presentation was made by Supervisor Erin Carson and Teacher Karen McCloughlin on Supporting Students with Complex Needs.

SPECIAL EDUCATION MINI REPORT – Mr. Lenny Greaney, Director of Special Education, provided the mini report on Curriculum & Technology: Supporting Students with Complex Needs.

PROGRAMS & SERVICES MINI REPORT – Dr. Mike Masko, Deputy Executive Director, provided the mini report on Act 71: Bucks County Suicide Prevention Efforts.

GOOD NEWS REPORT – Dr. Galasso provided various items of good news.

PUBLIC PARTICIPATION – Mrs. Beth Teitelman, IU Teacher, thanked the Board for their continued support.

Upon a motion by Mr. Stephen Corr, seconded by Mrs. Patty Sexton, and passed by unanimous roll call vote by ten (10) Board Members, the Board approved Item #1:

BOARD MEMBER	Y/N	BOARD MEMBER	Y/N
Mr. Michael Hartline, P	Y	Mr. John D’ Angelo	Y
Mrs. Patricia Sexton, VP	Y	Mrs. Ada Miller	Y
Mrs. Carol Clemens	Y	Mrs. Pamela Strange	Y
Mrs. Susan Cummings	Y	Mr. Ron Jackson	Y
Mr. Stephen Corr	Y	Mrs. Wanda Kartal	Y

APPROVAL OF NEW BOARD MEMBER

Approved the Appoint of Mrs. Alison Smith (Pennsbury 2017) to fulfill the unexpired term previously held by Mr. Christopher Cridge on the Bucks County Intermediate Unit #22 Board of School Directors.

Upon a motion by Mr. Stephen Corr, seconded by Mrs. Patty Sexton, and passed by unanimous voice vote by eleven (11) Board Members, the Board approved Items #2-37:

APPROVAL OF MINUTES

Approved the Minutes from the November 18, 2014 Board Meeting. (Refer to Minutes in January 20, 2015 Board Agenda).

APPROVAL OF TREASURER’S REPORT

Approved the Treasurer’s Report for the period of July 1, 2014 through December 31, 2014. (Refer to Report in January 20, 2015 Board Agenda).

APPROVAL OF BILLS FOR PAYMENT

Approved the Bills for Payment for the months of November 2014 and December 2014. (Refer to Reports in January 20, 2015 Board Agenda).

APPROVAL OF BUDGET REVISIONS

Approved the following Budget Revisions: Federal IDEA Section 611 (Part B) – Component I for the period from July 1, 2014 to June 30, 2015 in the amount of \$1,651,731; Federal Special Education – IDEA Section 611 (Part B) for the period from July 1, 2014 to September 30, 2015 in the amount of \$16,639,952; Federal IDEA Section 619 (Part B) Preschool for the period of July 1, 2014 to June 30, 2015 in the amount of \$254,760; Homeless Children’s Initiative Grant Regional Activities – Region 8 for the period of July 1, 2014 to September 30, 2015 in the amount of \$278,246; State Early Intervention/Medical Access Early Intervention for the period of July 1, 2014 to June 30, 2015 in the amount of \$17,712,829. (Refer to Report in January 20, 2015 Board Agenda).

APPROVAL OF BUDGET TRANSFERS

Approved the General Fund and Special Revenue Fund Transfers for December 2014 in the amount of \$128,450. (Refer to Report in January 20, 2015 Board Agenda).

APPROVAL OF PROGRAMS AND SERVICES BUDGET

Approved the Bucks County Intermediate Unit #22 Programs & Services and Instructional Materials & Research Services Budget for the 2015-2016 School Year in the amount of \$1,699,230. (Refer to Budget in January 20, 2015 Board Agenda).

APPROVAL OF AGREEMENT

Approved the Special Education ESY Service Contract with the Philadelphia School District for the period from July 7, 2014 to August 7, 2014 in the revenue amount of \$10,795.10, pending solicitor approval. (Refer to Agreement in January 20, 2015 Board Agenda)

APPROVAL OF AGREEMENTS

Approved the Special Education Services Agreements with the Bucks County Montessori Charter School in the amount of \$21,871 and the School Lane Charter School in the amount of \$25,508 for the period of July 1, 2014 through June 30, 2015. (Refer to Agreements in January 20, 2015 Board Agenda)

APPROVAL OF ADDITIONAL SERVICES

Approved the 2014-2015 Special Education Private Provider Additional Services for the period of July 1, 2014 through June 30, 2015 in the amount of \$125,000.

APPROVAL OF CONTRACTS

Approved the 2014-2015 Title I Nonpublic Remedial Reading Instruction Service Contracts with the following school districts for the period of August 25, 2014 to June 30, 2015 for a total revenue amount of \$201,474.66. (Refer to Contracts in January 20, 2015 Board Agenda)

Bensalem School District	\$ 35,572.04
Bristol Township School District	36,877.60
Centennial School District	23,547.55
Central Bucks School District	2,015.14
Council Rock School District	18,895.83
Hatboro-Horsham School District	5,216.00
Morrisville School District	13,067.81
Neshaminy School District	12,534.96
Pennridge School District	49,308.70
Pennsbury School District	2,299.03
Quakertown School District	2,140.00
Total:	\$201,474.66

APPROVAL OF AGREEMENT

Approved the Agreement with University of Montevallo to serve as an Internship Facility for Speech Clinical Instruction for the period of November 18, 2014 to November 17, 2015, with agreement continuing until terminated by either party with 30 days written notice for \$0 cost. (Refer to Agreement in January 20, 2015 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Affiliation Site Agreement with the University of Scranton, through the Panuska College of Professional Studies, for Clinical Site Experiences from November 12, 2014 through November 11, 2015 and year-to-year thereafter unless terminated by either party for \$0 cost. (Refer to Agreement in January 20, 2015 Board Agenda)

APPROVAL OF MEMORANDUM OF UNDERSTANDING

Approved the Memorandum of Understanding with Delaware Valley College to Offer Graduate Level Academic Programs beginning on January 20, 2015 and automatically renew annually, unless either party gives notice to modify or cease the agreement, for revenues generated through the programs per the terms of the agreement. (Refer to Memorandum of Understanding in January 20, 2015 Board Agenda)

APPROVAL OF AGREEMENT

Approved to Renew the Independent Contractor Agreement for E-Rate Services with Debra M. Kriete, pending solicitor review, to provide assistance in obtaining E-Rate Funding for Telecommunications and

Internet Access for the Bucks County Intermediate Unit and its Regional Wide Area Network (RWAN) members in the amount of \$25,000 for the Funding Year 2015 (July 1, 2015-June 30, 2016). (Refer to Agreement in January 20, 2015 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with Gloria Pelzer, Academic Recovery Liaison, for Consulting Services for the period from January 20, 2015 to September 30, 2015 for an amount not to exceed \$42,500. (Refer to Agreement in January 20, 2015 Board Agenda)

APPROVAL OF SETTLEMENT AGREEMENT

Approved the 2014-2015 Early Childhood Settlement Agreement for the 2014-2015 School Year in the amount of \$119,215. (Refer to Agreement in January 20, 2015 Board Agenda)

APPROVAL OF AGREEMENTS

Approved the following Early Childhood Private Provider Service Agreements for the period of July 1, 2014 through June 30, 2015 for the total amount of \$25,800. (Refer to Agreements in January 20, 2015 Board Agenda)

Language Services Associates	\$15,000
Sujitha George-Thomas, OT	<u>10,800</u>
Total:	\$25,800

APPROVAL OF AGREEMENT

Approved the Special Education Service Contract with the Upper Moreland Township School District for the period from July 1, 2014 through June 30, 2015 for revenue in the amount of \$172,356. (Refer to Agreement in January 20, 2015 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with The Pen Ryn School for Curriculum Design Training for the period of January 2, 2015 through April 6, 2015 in the amount of \$5,600. (Refer to Agreement in January 20, 2015 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with Boyertown Area School District to provide Leadership Dynamics Program Workshops for the period from January 19, 2015 through November 15, 2015 in the amount of \$17,800 to be distributed among Penn Center for Educational Leadership (PCEL), IDEATECTS and the Bucks County Intermediate Unit #22 as specified in the agreement dated June 17, 2014. (Refer to Agreement in January 20, 2015 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with the School District of Upper Dublin to conduct a Quality Review of English Language Arts Programs K-12 for the period from January 20, 2015 through December 15, 2015 for the amount of \$12,800. (Refer to Agreement in January 20, 2015 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Special Education Service Agreement with Tuscarora IU #11 for Subcontractor Professional Consulting Services of Dr. Gia Ostroff Welsh for the period of October 1, 2014 through June 30, 2015 for revenue not to exceed \$13,600 plus related travel expenses. (Refer to Agreement in January 20, 2015 Board Agenda)

APPROVAL OF PROPOSAL

Approved the Proposal with Center for Student Learning to provide a School Governance Workshop on January 13, 2015 for revenue in the amount of \$500. (Refer to Proposal in January 20, 2015 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Proposal with North Montco Technical Career Center to provide Complete Comprehensive Planning Services for the period of January 2015 to November 30, 2015 for revenue in the amount of \$3,900. (Refer to Proposal in January 20, 2015 Board Agenda)

APPROVAL OF CONTRACTS AND PURCHASES

Approved the following Contracts and Purchases for the month of December in the total amount of \$38,863.51:

Vendor	Description	Budget	Amount
<u>Contracts</u>			
Lawlace Consulting, LLC	Investment Consulting Services from November 1, 2014 through October 31, 2015	Finance	\$4,000.00
Patricia Davidson	Presenter Fee for Health & Physical Education In-Service Conference on November 4, 2014	Health & PE Common In-Service	100.00
Penn Builders, Inc.	Renovation of Print Shop Area to House Staff and Accommodate Secure Storage	Facilities Services	6,116.53
Renee Devlin	Presenter Fee for STEM Connections Workshop on November 11, 2014	Math & Science Collaborative	350.00
Tim Duke	Presenter Fee for STEM Connections Workshop on November 11, 2014	Math & Science Collaborative	350.00
Josh Stein	Presenter Fee for Five (5) Workshops during the Winter/Spring Semester @ \$2,400.00 per Workshop	Local In-Service	12,000.00
Solarwinds	Network Performance Monitor, Traffic	Technology	9,113.00

	Analyzer & VoIP/Network Quality Manager Annual Maintenance Renewal	Services	
Franklin Flooring, Inc.	Preventive Maintenance Service on Carpeting -Four (4) Visits Between Decmeber 29, 2014 and June 30, 2015	Facilities Services	2,800.00
		Sub-Total	<u>\$34,829.53</u>
Purchases	Description	Budget	Amount
Don Hedrick Window Treatments	Replacement of Ten (10) Broken/Soiled Window Treatments	Facilities	\$1,996.15
Storage Concepts, Inc.	Retrofit High Density Storage Units & Install Rollok Door for Project Access	Facilities	2,037.83
		Sub-Total:	<u>\$4,033.98</u>
		Grand Total:	<u><u>\$38,863.51</u></u>

APPROVAL OF CONTRACTS AND PURCHASES

Approved the following Contracts and Purchases for the month of January 2015 in the total amount of \$223,858.56:

<u>Vendor</u>	<u>Description</u>	<u>Budget</u>	<u>Amount</u>
<u>Contracts</u>			
Advanced Audio Visual Services	Service Agreement from January 24 through June 30, 2015	Technology Services	\$1,498.00
Ashley James	Presenter Fees for Two (2) On-Line Courses During Winter/Spring 2014 Semester @ \$2,400.00 Each	Local In-Service	4,800.00
Michael Bielawski	Presenter Fees for Three (3) On-Line Courses During Winter/Spring 2014 Semester @ \$2,400.00 Each	Local In-Service	7,200.00
Rhonda Bielawski	Presenter Fees for Two (2) On-Line Courses During Winter/Spring 2014 Semester @ \$2,400.00 Each	Local In-Service	4,800.00
Dominic J. Cavallaro	Subcontracted Services through the Academic Recovery/Priority Schools Grant	School Improvement Support/Priority Schools	48,000.00
Clemens Educational Consulting	Subcontracted Services through the Academic Recovery/Priority Schools Grant	School Improvement Support/Priority Schools	7,500.00
Comcast	Increase Encumbrance for Additional Band Width	WAN Technology Services	20,000.00
Crisis Prevention Institute, Inc.	New Instructor Certification for Five (5)	IDEA	21,047.00

	Staff @ \$2,419 each & Renewal Certifications for Eight (8) Staff @ \$1,119.00 each		
Fisher Science Education	Presenter Fee & Promotional Materials for STEM Training on January 28, 2015	Math/Science Collaborative	1,000.00
Scott Kennedy	Presenter Fee for Health & Physical Education In-Service Day on November 4, 2014	Title II Non Public Health & Physical Education Common In-Service	1,455.00 300.00
Dr. Kim Shienbaum	Presenter Fees for Four (4) On-Line Courses During Winter/Spring 2014 Semester .Two (2) Courses @ \$2,400.00 & Two (2) Courses @ \$1,600.00 each	Local In-Service	8,000.00
William Yerger	Presenter Fees for Two (2), for Credit Courses During Winter/Spring 2014 Semester. One @ \$2,400.00 & one @ \$800.00	Local In-Service	3,200.00
		Sub-Total	\$128,800.00

Vendor	Description	Budget	Amount
<u>Purchases</u>			
ePlus Technologies	Increase to Encumbrance for Equipment Maintenance	Technology Services	\$25,000.00
ePlus Technologies	Eight (8) Port, Ten (10) Gigabit Ethernet Module	WAN Technology Services	28,400.00
FileMaker, Inc.	FileMaker Annual Maintenance Renewal from February 1 2015 through January 31, 2015.	Technology Services	9,087.56
Netchemia, LLC	Talent Ed Annual Fee & License	Human Resources	14,750.00
Schneider Electric IT USA, Inc.	Encumbrance for Professional Services Not to Exceed \$5,000.00	Technology Services	5,000.00
Solarwinds	Server & Application Monitor ALX Annual Maintenance Renewal from March 2015 through March 2016	Technology Services	6,679.00
Strategic Account Services, LLC	Cooling System Maintenance Agreement from February 25, 2015 through February 24, 2016	Technology Services	5,792.00
Joseph Werner, MD	Increase to Encumbrance for Consultant Services	Special Education	350.00
		Sub-Total:	\$95,058.56
		Grand Total:	\$223,858.56

APPROVAL OF PENNSYLVANIA STATE BIDDING LIMITS

Approved the Use of the Higher Bid Limits for Purchases by the Bucks County Intermediate Unit #22 effective January 1, 2015.

APPROVAL OF BUCKS COUNTY COOPERATIVE PURCHASING GROUP BID

Approved the Bucks County Cooperative Purchasing Group Bid #15-0009 Heating and Generator Fuel for the period of July 1, 2015 through June 30, 2016 for an amount of approximately \$1,107,752.71 to the following vendors:

<u>Generator Fuel – Floating</u>		<u>Differential/Gallon</u>
Generator Fuel #2 Distillate	PAPCO	1.9468
Generator Fuel ULSD	Riggins	0.9600

<u>Option #1 Floating prices</u>		<u>Differential/Gallon</u>
#2 Heating Fuel < 6,000	Shipley	0.3599
#2 Heating Fuel > 6,000	Petroleum Traders	-0.0049

<u>Option # 2 fixed differential - Locked in December 19, 2014</u>		<u>Differential/Gallon</u>
#2 Heating Fuel > 6,000 gal.	East River Energy	2.10

APPROVAL OF CONTRACTS

Approved to Accept the Contracts signed with Constellation New Energy through Provident Consulting, LLC, for the purchase of electricity from July 7, 2015 through July 24, 2017 as per Board Motion dated November 18, 2014 for an amount of \$0.05107 per KWH (projected BCIU total expenditure of approximately \$183,000 over two years). (Refer to Contracts in January 20, 2015 Board Agenda)

APPROVAL OF EXTENSION OF LEASE AGREEMENT

Approved the Extension of Lease Agreement with Source4Teachers, LLC for the period from July 1, 2014 through June 30, 2015, and continuing month-to-month thereafter unless either party gives written notice, in the amount of \$20,838, pending final approval by solicitor. (Refer to Agreement in January 20, 2015 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Educational Staffing Agreement with New Hope-Solebury School District for a Part-Time Consultant for the period from November 17, 2014 through June 30, 2015 for revenue in the amount of \$69.25 per hour. (Refer to Agreement in January 20, 2015 Board Agenda)

APPROVAL OF FEES

Approved the Mobile Fingerprint Fees for the period from March 1, 2015 and On-going for an amount of \$175 per visit per day for Bucks County Public School Entities and \$250 per visit per day for all other entities.

APPROVAL OF SUPERINTENDENT SEARCH ASSISTANCE

Approved to Provide Assistance to the Bensalem Township and Council Rock Superintendent Search Committees for the period from January 2015 until June 30, 2015, or until assistance is no longer requested, for an approximate total amount of \$2,000 for reimbursement of expenses.

APPROVAL OF SECOND AND FINAL READING OF BOARD POLICY

Approved the Second and Final Reading of Updated Board Policy #3405.5 – Administrative, Supervisory, Consultative Personnel Absences and Leaves to Reflect the Terms of the Current ASCP Agreement. (Refer to Board Policy in January 20, 2015 Board Agenda).

APPROVAL OF VARIOUS HUMAN RESOURCES ITEMS

Approved the various Human Resources items (A through G). (Refer to attached reports dated January 20, 2015).

INFORMATION ITEMS: (1) Curtailment of Education Services at TODAY, INC.
(2) Mr. Jack Brady provided his Legislative Report.

OLD BUSINESS – None

NEW BUSINESS – None

PUBLIC PARTICIPATION - None

ADJOURNMENT

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

The meeting adjourned at 7:22 PM.

NEXT MEETING

The next regularly scheduled meeting of the Bucks County Intermediate Unit #22 Board of School Directors is: **Tuesday, February 17, 2015 at 7:00 PM** at the Administration Building, 705 N. Shady Retreat Road, Doylestown, PA 18901



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



BUCKS COUNTY INTERMEDIATE UNIT # 22

CALL TO ORDER

The Bucks County Intermediate Unit Board of School Directors conducted its regularly scheduled meeting via teleconference due to the inclement weather on Tuesday, February 17, 2015 at 7:00 PM, and notice of the meeting was duly given to the newspapers and to the public as required by law.

PLEDGE OF ALLEGIANCE

The meeting began with the pledge of allegiance, which was led by Board President Michael Hartline.

ROLL CALL ATTENDANCE

Members

Mr. Michael Hartline, President (Centennial)
Mrs. Patricia Sexton, Vice-President (Council Rock)
Mrs. Pamela Strange (Bensalem)
Mr. John D'Angelo (Bristol Borough)
Mrs. Helen Cini (Bristol Township)
Mrs. Wanda Kartal (Morrisville)
Mrs. Sandra Weisbrot (New Hope/Solebury)
Mrs. Ada Miller (Pennridge)
Mrs. Alison Smith (Pennsbury)
Mr. Ronald Jackson (Quakertown)

ABSENT: Members

Mr. Stephen Corr (Central Bucks)
Mrs. Susan Cummings (Neshaminy)
Mrs. Carol Clemens (Palisades)

OFFICERS:

Executive Director

Dr. Barry J. Galasso

Deputy Executive Director

Dr. Michael Masko

Treasurer

Mrs. Paula Harland

Secretary

Mrs. Elizabeth Bittenmaster

PRESENTATION – There was not a presentation made due to the meeting being held by teleconference.

SPECIAL EDUCATION MINI REPORT – The Special Education mini report was not given this month due to the inclement weather.

PROGRAMS & SERVICES MINI REPORT – The Programs & Services mini report was not given this month due to the inclement weather.

LOCAL AUDITOR'S REPORT: Ms. Amanda Bernard from Maillie LLP, who has been the Intermediate Unit's auditing firm for many years, joined the teleconference and provided a verbal summary of the Single Audit Report for Year Ended June 30, 2014. All Board members accepted the audit. Mr. Hartline commended the Finance staff for a job well done and was 2nd by Mrs. Sexton. Paula Harland also recognized Alison Bilohlavek for the great job she did in this process, as it was her first year. Dr. Galasso agreed and thanked Alison for doing an excellent job.

GOOD NEWS REPORT – Dr. Galasso discussed various items of good news. He provided highlights on the recently published IU Staff Newsletter. There were articles about the IU and our students who provide services to the community and senior citizens, who in turn gained an appreciation and understanding of what our staff and students do on a daily basis.

PUBLIC PARTICIPATION – None

Upon a motion by Mrs. Patty Sexton, seconded by Mrs. Sandy Weisbrot, and passed by unanimous roll call vote by ten (10) Board Members, the Board approved Items #1-16:

BOARD MEMBER	Y/N	BOARD MEMBER	Y/N
Mr. Michael Hartline, P	Y	Mr. John D'Angelo	Y
Mrs. Patricia Sexton, VP	Y	Mrs. Ada Miller	Y
Mrs. Alison Smith	Y	Mrs. Pamela Strange	Y
Mrs. Sandy Weisbrot	Y	Mr. Ron Jackson	Y
Mrs. Helen Cini	Y	Mrs. Wanda Kartal	Y

APPROVAL OF MINUTES

Approved the Minutes from the January 20, 2015 Board Meeting. (Refer to Minutes in February 17, 2015 Board Agenda).

APPROVAL OF TREASURER'S REPORT

Approved the Treasurer's Report for the period of July 1, 2014 through January 31, 2015. (Refer to Report in February 17, 2015 Board Agenda).

APPROVAL OF BILLS FOR PAYMENT

Approved the Bills for Payment for the month of January 2015. (Refer to Report in February 17, 2015 Board Agenda).

APPROVAL OF BUDGET APPROVAL

Approved the 2014-2015 School Age Medical Access Administrative Claims in the amount of \$27,873. (Refer to Report in February 17, 2015 Board Agenda).

APPROVAL OF BUDGET REVISION

Approved the 2014-2015 Title I Nonpublic Budget Revision in the amount of \$231,285. (Refer to Report in February 17, 2015 Board Agenda).

APPROVAL OF FUND TRANSFERS

Approved the General Fund and Special Revenue Fund Transfers for January 2015 in the amount of \$106,500. (Refer to Report in February 17, 2015 Board Agenda).

APPROVAL OF COMPREHENSIVE ANNUAL FINANCIAL REPORT, SINGLE AUDIT REPORT, COMMITMENT OF FUND BALANCE AND YEAR-END BUDGET TRANSFERS AND REVISIONS

Approved the 2013-2014 Comprehensive Annual Financial Report (CAFR), Single Audit Report, Commitment of Fund Balance, and Year-End Budget Transfers and Revisions for the Fiscal Year Ended June 30, 2014. (Refer to Reports in February 17, 2015 Board Agenda).

APPROVAL OF CONTRACTS

Approved the Special Education Service Contracts with the following Out of County School Districts for the period of July 1, 2014 through June 30, 2015 for total revenue in the amount of \$22,185. (Refer to Contracts in February 17, 2015 Board Agenda)

Upper Dublin School District	\$21,885
Souderton Area School District (estimated)	300
Total:	\$22,185

APPROVAL OF AGREEMENT

Approved the Agreement with Educational Information and Resource Center (EIRC) for a Professional Development Workshop on April 16, 2015 for revenue in the amount of \$1,200. (Refer to Agreement in February 17, 2015 Board Agenda)

APPROVAL OF STRATEGIC PLANNING SERVICES

Approved the Proposal with Pennsylvania Association for Gifted Education for Strategic Planning Services for the period of November 2014 to June 2015 for revenue in the amount of \$5,500 plus travel expenses.

APPROVAL OF INSURANCE RENEWAL

Approved the Renewal of Group Long Term Disability Policy with National Insurance Services of Wisconsin, Inc. for the period of March 1, 2015 through February 29, 2016 for an approximate annual premium of \$125,000 (.51% of annual payroll). (Refer to Proposal in February 17, 2015 Board Agenda)

APPROVAL OF CONTRACTS AND PURCHASES

Approved the following Contracts and Purchases for the month of February 2015 in the total amount of \$69,468.50:

Vendor	Description	Budget	Amount
<u>Contracts</u>			
Afishman Consulting, LLC	Presenter Fee for Workshop on March 16 & 17, 2015	Local In-Service	\$2,000.00
Richard Kiker	Professional Stipend for Google Boot Camp on April 9 & 10 and August 3 & 4, 2015	Local In-Service	10,000.00
MAP Educational Consultants, LLC	Increase in Consulting Services in Support of the Math Design Collaborative	Professional Development	10,000.00
Waste Management	Change to Pick Up Schedules and Equipment for Trash Disposal	Facilities Services	5,000.00
Sub-Total:			\$27,000.00

Vendor	Description	Budget	Amount
<u>Purchases</u>			
Apex Learning, Inc.	Additional Course Materials and Professional Development in Support of Bridges Virtual (Revision #1)	Bridges Virtual	\$5,000.00
Apex Learning, Inc.	Additional Course Materials and Professional Development in Support of Bridges Virtual (Revision #2)	Bridges Virtual	\$5,000.00
CM3 Building Solutions	Replacement Carrier Electric Heater plus labor per Costars Pricing	Facilities Services	3,616.00
3M Cogent	CS500 Livescan Workstation, Software, Telephone Training & One (1) Year Support	Fingerprinting	4,995.00
Crisis Prevention Institute, Inc.	Blue Card Participant & Keypoint Refresher Workbooks (250 of each)	OT, PT, Physical Services	5,247.50
ePlus Technology	Additional Server Virtualization Licenses	Technology Services	18,610.00

Sub-Total:	<u>\$42,468.50</u>
Grand Total:	<u>\$69,468.50</u>

APPROVAL OF CONTRACTS

Approved the Contracts for Internet Services and PAIUnet Network Access and Fees for the period from July 2015 through August 2017 (Internet Contracts, Prior to Applicable E-Rate Discounts) and July 2015 through June 2020 (PAIUnet Contract) for a total amount of \$406,630 (Internet Contracts, prior to applicable E-Rate discounts) and for a total amount \$89,460 (PAIUnet Contract) pending solicitor’s approval. (Refer to Contracts in February 17, 2015 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Educational Staffing Agreement with Quakertown Community School District for the period from December 15, 2014 through June 30, 2015 for a revenue amount of \$103.13 per hour. (Refer to Agreement in February 17, 2015 Board Agenda)

APPROVAL OF INTRODUCTORY READING OF BOARD POLICY

Approved the Introductory Reading of Policy 806 – Child Abuse. (Refer to Board Policy in February 17, 2015 Board Agenda).

APPROVAL OF VARIOUS HUMAN RESOURCES ITEMS

Approved the various Human Resources items (A through F). (Refer to attached Report dated February 17, 2015).

INFORMATION ITEM: There was no Legislative Report provided by Jack Brady due to the inclement weather.

OLD BUSINESS – None

NEW BUSINESS – None

PUBLIC PARTICIPATION - None

Dr. Galasso thanked everyone for allowing the meeting to be conducted by teleconference this month due to the inclement weather.

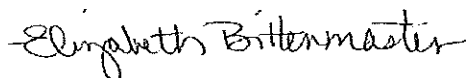
ADJOURNMENT

Upon a motion by Mrs. Patty Sexton, seconded by Mrs. Helen Cini, and passed by unanimous voice vote of ten (10) Board Members, the Board agreed to adjourn the meeting.

The meeting adjourned at 7:21 PM.

NEXT MEETING

The next regularly scheduled meeting of the Bucks County Intermediate Unit #22 Board of School Directors is: **Tuesday, March 17, 2015 at 7:00 PM** at the Administration Building, 705 N. Shady Retreat Road, Doylestown, PA 18901



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

OFFICIAL

MIDDLE BUCKS INSTITUTE OF TECHNOLOGY
EXECUTIVE COUNCIL MINUTES
January 12, 2015

- I. The regular meeting of the MBIT Executive Council was convened on Monday, January 12, 2015 at 5:31 p.m. by Mr. Charles Kleinschmidt, Chairperson, in Room 101 at MBIT. The Executive Council rose to recite the Pledge of Allegiance to the flag.

Council Members

Mrs. Susan Atkinson, New Hope Solebury S.D.
 Mr. Mark Byelich, Council Rock S.D.
 Ms. Kati Driban, Centennial S.D. (Alternate)
 Mr. John Gamble, Central Bucks S.D.
 Mr. Charles Kleinschmidt, Centennial S.D.
 Mr. Mark B. Miller, Centennial S.D.
 Mrs. Kelly Unger, Central Bucks S.D.

Absent

Dr. Bill Foster, Council Rock S.D.
 Mr. Joseph Jagelka, Central Bucks S.D.
 Mrs. Betty Huf, Centennial S.D.

Others in Attendance:

Dr. Joyce A. Mundy, MBIT Superintendent of Record, Centennial S.D.
 Mrs. Denise Dohoney, Assistant Director
 Mr. Jeffrey Garton, Esq., School Solicitor
 Mr. Richard Hansen, Facility Supervisor
 Mrs. Roberta Jackiewicz, Assistant Board Secretary
 Mr. Vincent Loiacono, Director of Facility Operations
 Mrs. Stacy Pakula, Career and Technical Education Supervisor
 Mrs. Kathryn Strouse, Administrative Director
 Mr. Robert Vining, Business Manager

- II. Guests at the meeting included Mrs. Jane Schrader Lynch, Centennial School District School Board Director/President, Centennial S.D., Mr. Phil Mundy and Mrs. Pamela Swoyer, Worked Based Education Teacher/SkillsUSA Advisor. The following MBIT SkillsUSA Officers were in attendance: Nicole Abbott, Samantha Arrao, Alyssa Courtney, Devon DePhillips, John Eisele, Rachel Friel, Ashlyn Kahlenberg, Samantha Kuhns, Julian Leveille, Daniel Pfeiffer, Kayla Valenti and Garrett Weisman.
- III. Mr. Gamble submitted the following slate of officers as recommended on behalf of the Program, Policy and Personnel Committee acting as the Nomination Committee, to serve as the 2015 Executive Council Officers: Chairperson – Mr. Charles Kleinschmidt of Centennial School District, Vice-Chairperson – Dr. Bill Foster of Council Rock School District and Secretary – Mrs. Susan Atkinson of New Hope-Solebury School District.

Mr. Gamble invited other nominations from the floor. Hearing none, Ms. Driban moved, Mrs. Unger seconded, passed unanimously, to close nominations.

Ms. Driban moved, Mrs. Unger seconded, passed unanimously, to elect Mr. Charles Kleinschmidt as Chairperson, Dr. Bill Foster as Vice-Chairperson, and Mrs. Susan Atkinson as Secretary of the Executive Council for the 2015 year.

- IV. Mr. Kleinschmidt reported that the New Year is off to a great start! Last week, the school hosted its annual Open House. The programs and lab areas were busy with student demonstrations and information about the courses offered at Middle Bucks. The event was attended by several of our Executive Council members and everyone at Middle Bucks sure appreciates them coming out on such a cold night to support the school.

One of the highlights of Open House was the kickoff of our new Sports Therapy and Exercise Management program. Members from the program's Occupational Advisory Committee came out to speak with students and parents about the career options and educational requirements associated with careers in sports management.

At this evening's Executive Council meeting, we will meet the SkillsUSA Officers and hear about the Fall Leadership Conference. The event was held last November at Mount Pocono Inn with approximately 200 students from 7 career and technical schools in attendance.

- V. Mr. Gamble thanked the students for stepping up to be leaders of the school.
- VI. Mr. Miller shared a video from the PSBA Career and Technical Education Taskforce Committee luncheon held at Middle Bucks in January 2013 and said we had a very good turnout from our local members of the general assembly. He noted that the PSBA Career and Technical Education Task Force had a one year hiatus and has just been resurrected. The task force would like to pick up where they left off and duplicate this event in six different career and technical centers around the country, very targeted, and representing various geographic areas, so that they can hopefully pull in anywhere up to 100 members of our general assembly.

Mr. Miller explained that on April 19 and 20, representatives from around the state, including himself and Mrs. Schrader Lynch representing Bucks County, will assemble in Harrisburg and plan to visit the capitol on Monday, April 20. They will see probably 220 legislative members that day.

Between the six locations, they would like to have one member of the governing body, not to include himself because he is chairing the task force, the Director of the center and six students planning this program. He said the difficulty at MBIT is that we close our restaurant on May 14, we can't hold the event before April 20 and then we have the NOCTI exams. Ideally, they want to hold the program all on one day at all six locations simultaneously, after the NOCTI exams, so that we can show off the results.

Mr. Miller said he needs two things from the committee and from MBIT. One would be to know that we can push that window from May 14 to possibly as late as May 20 and if there is somebody on the Executive Council that would like to be the representative for MBIT on this task force. He noted that it is not an automatic spot, PSBA is meeting on January 30 and the invitation has gone out through the Executive Committee of PSBA to about 20 facilities around the state.

Mrs. Strouse said we are more than happy to get involved in a similar way as before. One of the things we have to be concerned about is even though our NOCTI tests are held on April 22, it usually takes up to two to three weeks to receive our NOCTI results and we may not have them by the time we host the event.

Mr. Miller explained that there are other subsidiary organizations that have membership status in PSBA, including PACTA, School Solicitors, Office Professionals, Pupil Transportation Association and Board Secretaries. PSBA and PACTA will be working jointly. They believe that between the state and the federal government, we haven't been losing money, but we haven't been getting increases. The slogan that they have adopted for the task force is, you cannot teach tomorrow's skills with yesterday's budgets. He said that they believe that there is 15 million dollars that can go to career and technical education in Pennsylvania and that would be a couple hundred thousand dollars here. He thinks they have a very strong commitment this time to follow through.

Mr. Miller said he would like permission to submit our name as one of the candidates and he would like a volunteer to be the Executive Council member representative on the task force. The meetings of the task force will take place electronically and there will be no travel required. We may have to assemble here for a satellite call, but that would be the extent of it.

Ms. Driban asked what the cost would be to MBIT for the catering and what the impact would be on the staff if we put off the date we close our kitchens. Mr. Miller said that PSBA and PACTA have a budget established for the task force that would cover the cost of the catering at each of the six facilities. Mrs. Strouse said there would not be a monetary cost for waiting to close down the restaurant and explained the process for closing the kitchen, which starts in the middle of May. She would like to speak to the two culinary teachers to see how this would impact them.

Mr. Gamble asked if there is a way for us to participate because he thinks it is something very important. He said if it's going to be a budget neutral issue, it makes sense to move forward with anything that will draw attention to our school and will bring more funding. He asked if there is any way we can construct a menu where we can just use minimal equipment.

Mr. Miller said that maybe we can prepare the food at one of the sending high schools and satellite it in. Mrs. Strouse said maybe we can try to close down one side of the kitchen and not the other, but before she commits, she would like to speak with the teachers.

Mr. Miller said they hope they can get 100 people here, but he doesn't know. The last time we had 16 legislators and media here, which was a really good number for three weeks' notice. This time they will hand deliver the invitations on April 20, which will give them four full weeks to respond.

Mr. Kleinschmidt asked Mr. Miller when he needed a response from Mrs. Strouse with the date. Mr. Miller said we would need to submit our school as a candidate on January 30. Mrs. Strouse said she would let Mr. Miller know by this Friday.

Ms. Driban asked what the responsibilities would be for the Executive Council member serving on the task force. Mr. Miller explained they will be attending the meetings and working up to April 20. They will be developing the invitation, the protocol for the task force, substantiating the money that we think is due career and technical education, talking about the program and what we will do on the day that we will bring in everybody. He said it is strictly for this event.

Ms. Driban moved, Mr. Gamble seconded, passed unanimously, to approve subject to confirmation of the Administrative Director, to submit MBIT as a candidate to participate in the Career and Technical Education Taskforce event being held in May, 2015.

Mr. Gamble said he would be interested in volunteering, unless another member of the Executive Council would like to do it.

VII. Mr. Gamble moved, Mrs. Unger seconded, passed 5 ayes, 0 nays and 2 abstentions (Mr. Byelich and Ms. Driban did not attend the meeting), to approve the minutes of the November 10, 2014 meeting. Attachment 1 (pg. 7)

VIII. Routine Business:

A. Administrative Report

1. Mrs. Strouse stated that for more than 175 years, community members have had a voice in the operation of their schools through a locally elected board of school directors. These people are our neighbors, friends and community leaders all with one common goal; to make sure students are properly educated in preparation for life. With the advice and counsel of educational professionals that they hire, our school board has a bearing on virtually every aspect of our school. It is a huge responsibility and one that cannot be taken lightly. Their actions directly affect our children, what they learn, who will teach them and what kind of facility will house their classrooms. Being a board member is an unpaid position in which most spend an average of 20 hours of personal time a month attending meetings and school activities, reviewing budgets and finances, educating themselves on the issues, meeting with parents and school administrators, and countless other activities. She said that this evening we are recognizing the dedication of the members of our Middle Bucks Executive Council who make it possible for local citizens to have a voice in education in our community. She thanked the Executive Council on behalf of the staff and students at Middle Bucks Institute of Technology, for their vision and voice to help shape a better tomorrow.

Mrs. Strouse presented a plaque to Mrs. Schrader Lynch in recognition of her service as a member of the Executive Council during the 2013-14 school year.

Mrs. Schrader Lynch said her tenure on this board has been short. Her hope for this tech school and all others throughout the state is very strong. She has talked with the Carbon County and Montgomery County schools. This is the alternative to education and she is so proud of the school's work and proud to

be a part of this. She asked that we please reach our children, they need your help, and sometimes they know not where to go.

Mrs. Strouse presented each Executive Council member with a certificate. The members of the Executive Council enjoyed cake that was made by the Culinary Arts Program in honor of School Directors Month.

2. Mrs. Swoyer explained that SkillsUSA is the student government organization at Middle Bucks and is also our competitive branch. She mentioned that one of our Culinary Arts alumni, Heidi Wortell, was featured in the video shown by Mr. Miller. Heidi received \$17,000 of renewable scholarship money for Johnson and Wales in Miami due to her involvement with SkillsUSA. The money is renewable for all four years of her attendance. Mrs. Swoyer said many of the officers have never held a leadership position before and one of her favorite things about working with them is seeing how much they grow and accomplish. She told the Executive Council that the conference is wonderful and is attended by up to 200 students from 7 different schools in 3 different counties. She is the Coordinator for the conference and always likes to see how much the students benefit from it.

Each of the SkillsUSA Officers introduced themselves and stated what office they hold. They shared some of their experiences and what they learned at Fall Leadership. The students thanked the Executive Council for their support.

Mrs. Swoyer concluded by sharing that at least 8 or 9 of our officers are going on to District Competitions shortly and she said she hopes we get to see some of them back here with medals. Mrs. Swoyer thanked the Executive Council for their time and support.

Mr. Kleinschmidt thanked the students for taking the time to participate and for representing the school so well.

Mr. Kleinschmidt reminded the Executive Council that there would be a brief Executive Session immediately following the meeting to discuss personnel issues.

- B. Ms. Driban moved, Mr. Gamble seconded, passed unanimously, to receive and file MBIT's update including activities/events, correspondence and related matters as per Attachment 2 (pg. 14)

C. Committee Reports

1. Dr. Mundy, Superintendent and Chairperson of the Professional Advisory Council said the Professional Advisory Council met on January 6, 2015 and she wished everyone a Happy New Year on behalf of the Superintendents. Dr. Mundy noted that the meeting minutes are attached and thanked Mrs. Strouse for the wonderful lunch that was provided by the Culinary Arts Program. Attachment 3 (pg. 17)

2. The Finance Committee meeting scheduled on Tuesday, January 6, 2015 at 4:30 PM was cancelled. – Mrs. Kelly Unger, Chairperson. Attachment 4 (pg. 18)
 3. The Building, Security and Technology Committee meeting scheduled on Tuesday, January 6, 2015 at 5:15 PM was cancelled. Mr. Joseph Jagelka, Chairperson. Attachment 5 (pg. 19)
 4. The Program, Policy and Personnel Committee meeting scheduled on Tuesday, January 6, 2015 at 6:00 PM was cancelled. Mrs. Betty Huf, Chairperson. Attachment 6 (pg. 20)
 5. Mr. Kleinschmidt noted that the Executive Council Committee and Chair assignments for this year were included in the packet.
- D. Ms. Driban moved, Mr. Gamble seconded, passed unanimously, to approve the Cash Payments Report for November and December. Attachment 7 (pg. 21)
- E. Ms. Driban moved, Mr. Gamble seconded, passed unanimously, to approve the Treasurer's Report for October and November. Attachment 8 (pg. 49)

IX. Current Agenda Items

A. Personnel Items

1. Ms. Driban moved, Mr. Gamble seconded, passed unanimously, to ratify the qualifying leave of absence consistent with Policy #435.1 – Family and Medical Leave for Allan Roberts, Engineering Related Technology Teacher, effective December 23, 2014.
2. Ms. Driban moved, Mr. Gamble seconded, passed unanimously, to ratify the resignation of Meghan Reiff, Instructional Assistant, effective December 11, 2014.
3. Ms. Driban moved, Mr. Gamble seconded, passed unanimously, to ratify the reassignment of Chester Guillory, Instructional Assistant as Long Term Substitute Engineering Related Technology Teacher, at Step 15, Level A, (\$74,446 – pro-rated), with benefits, effective January 5, 2015 through approximately February 13, 2015.
4. Ms. Driban moved, Mr. Gamble seconded, passed unanimously, to approve the appointment of Richard Hannan as a member of the 2015 Local Advisory Council (LAC).
5. Ms. Driban moved, Mr. Gamble seconded, passed unanimously, to approve the spring 2015 Adult Evening School programs and the employment of the Adult Evening school staff. Attachment 9 (pg. 81)

6. Ms. Driban moved, Mr. Gamble seconded, passed unanimously, to approve the additions to the substitute staff listing for the 2014-15 school year. Attachment 10 (pg. 82)

B. Other Matters for Consideration

1. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, to approve the additional field trips for the 2014/15 school year. Attachment 11 (pg. 83)
2. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, to receive and file the October 17, 2014 Local Advisory Council Minutes. Attachment 12 (pg. 84)
3. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, to receive and file the October 30, 2014 Middle Bucks Area Vocational Technical School Authority Minutes. Attachment 13 (pg. 90)
4. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, to approve and implement the contracts for the Perkins Grant (Federal) for the 2014-2015 school year. Attachment 14 (pg. 95)
5. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, to accept the Beef in the Classroom Grant Program funded by the Beef Checkoff for beef purchases up to \$100 by the Culinary Arts program. Attachment 15 (pg. 96)
6. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, to approve discontinuing the SRI Quality Management System Registration Services and ISO Certification.
7. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, to approve discontinuing the summer school consortium program offered through Middle Bucks Institute of Technology.
8. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, to accept the Keystone STARS Rising Stars Support Grant received by Li'l Bucks Partners in Learning; in the amount of \$12,505.00. The grant stipulates a portion of the grant money is to be awarded as bonuses to the teaching staff of Li'l Bucks Partners in Learning; therefore to award the following bonuses: Nicole Stymiest, Group Leader \$1,805.00, Laura Kane, Group Leader \$1,805.00, Noelle Bush, Assistant Group Leader \$700.00 and Brittany Gibson, Assistant Group Leader \$700.00. Attachment 16 (pg. 99)
9. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, to approve budget transfers. Attachment 17 (pg. 106)

- X. Ms. Driban moved, Mrs. Atkinson seconded, passed unanimously, to adjourn the January 12, 2015 meeting of the MBIT Executive Council at 6:16 PM.

An Executive Session was held immediately following the public meeting to discuss personnel matters.

Respectfully submitted,

Susan Atkinson
Secretary

Roberta Jackiewicz
Assistant Secretary

MIDDLE BUCKS INSTITUTE OF TECHNOLOGY
EXECUTIVE COUNCIL MINUTES
February 9, 2015

- I. The regular meeting of the MBIT Executive Council was convened on Monday, February 9, 2015 at 5:30 p.m. by Mr. Charles Kleinschmidt, Chairperson, in Room 101 at MBIT. The Executive Council rose to recite the Pledge of Allegiance to the flag. The Council members held a moment of silence for Mr. Tully and wished the best for his family.

Council Members

Mrs. Susan Atkinson, New Hope Solebury S.D.
 Mr. Mark Byelich, Council Rock S.D.
 Ms. Kati Driban, Centennial S.D. (Alternate)
 Dr. Bill Foster, Council Rock S.D.
 Mr. Joseph Jagelka, Central Bucks S.D.
 Mr. Charles Kleinschmidt, Centennial S.D.
 Mr. Mark B. Miller, Centennial S.D.
 Mrs. Kelly Unger, Central Bucks S.D.

Absent

Mr. John Gamble, Central Bucks S.D.
 Mrs. Betty Huf, Centennial S.D.

Others in Attendance:

Dr. Joyce A. Mundy, MBIT Superintendent of Record, Centennial S.D.
 Mrs. Denise Dohoney, Assistant Director
 Mr. Jeffrey Garton, Esq., School Solicitor
 Mr. Richard Hansen, Facility Supervisor
 Mrs. Roberta Jackiewicz, Assistant Board Secretary
 Mr. Vincent Loiacono, Director of Facility Operations
 Mrs. Stacy Pakula, Career and Technical Education Supervisor
 Mrs. Kathryn Strouse, Administrative Director
 Mr. Robert Vining, Business Manager

- II. Guest at the meeting was Mr. Sean Castineira. Mr. Castineira shared some information about himself and said he is the proposed Sports Therapy and Exercise Management Teacher.
- III. Middle Bucks hosted its first Shadowing Day event on February 2nd. Our students were able to bring a friend who is not currently enrolled at Middle Bucks to visit our school and shadow a technical program. The day was a success and we welcomed 20 visitors in 9th, 10th and 11th grades on this day.

Last week marked the beginning of our Adult Evening classes for the spring semester. The courses offered include Dental Assisting, HVAC, Computerized Drafting, CNC Machining, Welding, and much more. This is a great opportunity for Middle Bucks to provide training to the adults in our community to develop a new occupational skill or upgrade their present skill set.

And next week, SkillsUSA District 2 Competitions will be held at Central Montco Technical High School. Middle Bucks will have 55 competitors participating in program related competitions to determine who will represent us at the Pennsylvania SkillsUSA State Competition in April.

- IV. Ms. Driban said it was a nice addition to see the notifications about individuals who have had early acceptances to colleges. She said it was something she hadn't seen in her previous time here and thought it was a really nice addition.

Mr. Miller apologized for any confusion over the Career and Education Task Force. He said he tried to convey at the January meeting that the Task Force was just coming together, so there wasn't anything to take to a Legislator like Bernie O'Neill. The concept that there was money that was being held was incorrect. The position of the Task Force is that by flat funding Career and Technical Education, effectively we are getting less money because it doesn't buy what it bought before. Also the Perkins Act is holding still, that's at the federal level, but it has been higher and they would like it restored to where it was. Those are the things the Task Force is going to be working on. There are 22 centers looking for the six positions to host the luncheon to kick off the Task Force. All of them can serve food through the end of May, so Middle Bucks is not going to be one of the ultimate six. He has asked Ms. Driban, as a Region 11 member, not as a Middle Bucks member, to assist him on the Task Force and she has said she would do that.

Dr. Foster shared that Mr. Alan Harvison represented Council Rock School District at Middle Bucks and passed away a few weeks ago. He said Mr. Harvison had served as the President of the Council Rock School Board and was a wonderful man.

- V. Ms. Driban moved, Mr. Byelich seconded, passed 6 ayes, 0 nays, and 2 abstentions (Mr. Jagelka and Dr. Foster did not attend the meeting) to approve the minutes of the January 12, 2015 meeting. Attachment 1 (pg. 7)

- VI. Routine Business:

A. Administrative Report

1. Mrs. Strouse explained that the Comprehensive Plan was the new PDE version of the Strategic Plan that was implemented in July 2014. She explained that the Comprehensive Plan required by PDE focused on three goals, enhancing student achievement, support for students academically at risk and providing access to more technology resources. She further explained that the supplement to the Comprehensive Plan was developed to address many areas that were not covered in the Comprehensive Plan. Mrs. Strouse reviewed the goals of the supplemental plan.

The first goal is to enhance student achievement. This will be accomplished by establishing a system that ensures students who are academically at-risk are supported, utilizing PDE Standards Aligned System (SAS), Aligning PA Academic Core Standards with Program of Study curriculum, adapting the PDE Educator Effectiveness Evaluation Framework, and evaluating and improving special education services.

The next goal is to develop highly qualified staff. This will be achieved by providing professional development activities consistent with PDE initiatives, providing training related to Mandated Reporting and Suicide Prevention, implementing professional development activities for faculty and staff related to use of instructional technology and administrative management and providing ongoing training related to recruitment of non-traditional students.

The third goal is to provide a safe and secure environment. We plan to realize this by developing a plan to annually review and update technology needs for improving security and communications, developing a long range plan for facility and grounds improvement that is updated annually, implementing initiatives in accordance with PDE Office of Safe Schools and implementing A.L.I.C.E., a training program designed to help people survive violent intruders and active shooters.

The following goal is to have successful student recruitment. This will be accomplished by evaluating and improving recruitment, selection and retention processes, targeting marketing strategies toward programs with a 3-year trend in declining enrollment, providing a CTE orientation program as an in-service activity to sending school staff, establishing an annual student focus group to determine barriers to attending MBIT, focusing on recruiting non-traditional students, featuring successful non-traditional students at recruitment events, and expanding Adult Education course offerings.

Another goal is to expand existing post-secondary and business/industry partnerships. This will be achieved by expanding school based enterprises, expanding strategies for disseminating post-secondary information to students, continuing to develop post-secondary articulation agreements, and expanding opportunities/options for industry certifications.

The last goal is continuous improvement using data to effectively examine system-wide programs and practices. This will be accomplished by annually evaluating the overall Continuous Improvement System, reallocating resources available efficiently including personnel, facilities and funding, and developing and implementing a plan to enhance the teaching, learning and management processes for our school.

There was a comment that there are differences of opinions in law enforcement on what to do when there are violent intruders and active shooters. Mrs. Strouse explained there are different models on what to do, but we follow the directives of the Pennsylvania Department of Education and Warwick Police Department. Other discussion included that the benchmark for non-traditional students is an extra burden, there is currently a lot of energy in the media about career and technical schools and there can be a lot of economic advantages to this path, and the impact of Act 153 on our Co-op program.

2. Mr. Vining reviewed the proposed 2015/2016 General Fund budget. He discussed the unknowns, which include health insurance costs, retirement, insurance, utilities, state subsidies, and federal grants. The goal is to be at or under the Act 1 index of 1.9%. The overall increase is \$461,314 or 4.56% above the 2014/2015 General Fund budget. Assumptions include costs for starting the new Sports Therapy and Exercise Management program, salaries, health insurance and prescription plan costs, PSERS pension costs, cleaning services, supplies, utilities, and equipment. He reviewed a summary of the budget to budget change.

Mr. Vining recommends using fund balances to bring the member district share of the cost within the Act 1 index. The recommendation is to use \$200,000 consisting of \$70,000 committed, \$52,000 Adult Education and \$78,000 Production fund balances. This in combination with other local income, state subsidies and federal funds reduces the member district contributions to net of \$132,518 or 1.52%.

He explained the process of reconciling our budget with the member districts and reviewed local, state and federal revenue and other budget details. The other budgets included the Capital Reserve Fund, Adult Education, Production Fund, Proprietary and Fiduciary Funds. Mr. Vining concluded his presentation by asking if there were any recommendations.

Discussion included that the utilities rate is a little higher than the last contract, the prescription plan has decreased in cost, how the fund balance accumulates, the target amount for the fund balance, that we have never had an 8% fund balance as was noted in the policy, the policy should be reviewed and modified, our bond rate is a mirror image of the districts' rating and how much you should keep in a fund balance.

There was a question if there is grant money for equipment for the Sports Therapy and Exercise Management program. Mrs. Strouse said this program is not eligible for grants because it is in the process of being submitted to PDE for approval.

There was also discussion about using fund balances for multiple recurring expenses and if it is being worked out so the fund balance doesn't have to be used in the future, the costs per student to the districts being very favorable and the money that we agreed to contribute to the traffic signal is being carried over and will be due when the road work is completed in 2017.

It was asked why we don't fund the Adult Education Coordinators salary 100% out of Adult Education. Mr. Vining said he thinks we would be over burdening Adult Education and part of her responsibilities are adult day students.

Mr. Kleinschmidt added that it was discussed in the committee meetings last week, that one of the items that is going to be investigated is to make sure that the charges for students to attend Li'l Bucks are in line with the rest of the community and to see if there is an opportunity to increase the prices to be fair to everybody all around.

It was asked if there are any areas where spending can be cut. Mrs. Strouse and Mr. Vining said they are working on that.

Mr. Miller commended Mr. Vining and said being a month out from the budget due date, we are in really good shape.

The following item was moved up on the agenda from Section VII. A. Personnel Items.

3. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to approve the employment of Sean Castineira, as quarter-time Sports Therapy and Exercise Management Teacher, at Column A, Step 2 (\$5,898.41 – 20.75 FTE Days), effective February 10, 2015.

Mr. Castineira informed the Executive Council where he went to school and has worked. He said he is looking forward to this position. Mrs. Strouse added that he has the board certification as an Athletic Trainer required by PDE and has experience working as a Physical Therapist for a year. This program has two career paths, the physical therapy area and athletic training and we felt his experience in both of those areas was advantageous to our program.

Mrs. Strouse explained this is a brand new program. It doesn't even have a CIP Code from PDE. The title of our program will be Sports Therapy and Exercise Management. It is primarily for students who have two career directions, they want to go in to the health field and want to do something with physical and occupational therapy or they want to work with sports teams to do athletic training and work with the athletes when they are injured.

The Executive Council discussed Board Policy # 620, Fund Balance in the Finances Section. After discussion, it was decided that Administration should look at revising the policy to reflect that if the fund balance goes below a certain percentage, the districts are required to replenish it at the next budget cycle.

- B. Ms. Driban moved, Mrs. Unger seconded, passed unanimously, to receive and file MBIT's update including activities/events, correspondence and related matters as per Attachment 2 (pg. 15)
- C. Committee Reports
 1. Dr. Mundy, Superintendent and Chairperson of the Professional Advisory Council said the Professional Advisory Council met on February 3rd with Mrs. Strouse and the minutes were included in the packet. Attachment 3 (pg. 16)

2. Mrs. Unger, Chairperson of the Finance Committee said Mr. Vining recapped everything tonight that was discussed as the meeting. Attachment 4 (pg. 18)
 3. Mr. Jagelka, Chairperson of the Building, Security and Technology Committee stated everything is in the meeting minutes. Attachment 5 (pg. 19)
 4. Ms. Driban attended the Program, Policy and Personnel Committee meeting and said everything is in the meeting minutes. Attachment 6 (pg. 21)
- D. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, to approve the Cash Payments Report for January. Attachment 7 (pg. 22)
- E. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, to approve the Treasurer's Report for December. Attachment 8 (pg. 33)

VII. Current Agenda Items

A. Personnel Items

1. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, to ratify the employment of James Davey as Long-Term Substitute Multimedia Technology Teacher at Middle Bucks Institute of Technology (MBIT), effective January 20, 2015 through the end of the current school year at Step 15, Level A, prorated to a daily rate of \$390.00, with benefits.
2. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, to ratify the employment of Robert Mogg, as full-time Instructional Assistant with Security Assignments, at an hourly rate of \$14.50/hour, with benefits, effective February 9, 2015.

B. Other Matters for Consideration

1. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, to approve the supplement to the Pennsylvania Department of Education Comprehensive Plan. Attachment 9 (pg. 50)
2. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, to accept the PDE Equipment Grant # FA 122-15-0019 in the amount of \$50,000 and to use the Capital Reserve Fund as a 50 percent match for the purchase of the equipment listed in the grant. Attachment 10 (pg. 55)
3. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, to authorize the Administrative Director or Business Manager to execute agreement to participate in Demand Response Program using CPower-Enerwise Global Technologies as Curtailment Service Provider for the program years June 1, 2015 to May 31, 2018 with estimated revenue for the three years of \$13,692.97. Attachment 11 (pg. 56)

4. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, to accept the proposal from SimplexGrinnell LP through COSTARS to upgrade the ANSUL Fire Suppression System in the culinary arts kitchen to comply with NFPA code standard 96 of 2014 at a cost of \$32,949.00 to be funded by the Capital Reserve Fund. Attachment 12 (Pg. 58)

It was asked what the new and improved version of the fire suppression system is compared to the current system. Mr. Hanson explained the original system is a water mist system that was installed in 1998. Water mist severely limits what kind of frying or sautéing you can do in a specific area. If for some reason there is a discharge of water mist, you have a real possibility that there will be hot grease or oil that will become splattering. The ANSUL 102 system is a Wet Chemical System. We installed it in 2010 on Chef Gage's side of the kitchen. It is a suppression system designed to reduce splatter and the possibility that you will have grease flying all over the place. In 2011, the NFPA regulations went into effect for that system. Mr. Pfeiffer, Warwick Township Fire Marshall, has been very patient with us over the last three or four years that we have not been able to upgrade due to the budgetary process. We had SimplexGrinnell come in last May and June and they did the survey and put together the program. It is being purchased through COSTARS and is a good price. If we get another 17 or 18 years out of this system, we will be very happy.

5. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, to approve the service agreement with Tremco WTI Incorporated, roofing engineers to provide consulting services and testing at a cost of \$6,800 to be paid from the Capital Reserve Fund. Attachment 13 (pg. 66)
6. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, to approve the service agreement with Burlington Electrical Testing to act as the InterNational Electrical Testing Association (NETA) certification agent for Middle Bucks Institute of Technology during the installation of the six replacement transformers at a cost of \$6,800 to be paid from 2014 Bond Refinance Fund as approved by the Middle Bucks AVTS Authority on January 28, 2015. Attachment 14 (pg. 73)
7. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, to approve the renewal of a five-year service agreement with Siemens Industry Inc. in the annual amount of \$11,289.00, billed semi-annually in advance with a 3% annual increase effective March 1, 2015 through February 28, 2020. Attachment 15 (pg. 75)

It was asked what the percentage increase was on the previous contract. Mrs. Strouse said it was 2%. It was asked if there was a reason they put a 3% increase on this agreement. Mr. Loiacono explained that it is a proprietary fire panel and system, and if we need to keep it up to date, we have to pay what they offer us and our negotiating position is pretty thin.

8. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, to authorize administration to plan, develop and market a Summer Career Exploration program. Attachment 16 (pg. 76)
9. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, to approve the filing of PlanCon Part K Project Refinancing for the Revenue Bonds, Series of 2014 with the Pennsylvania Department of Education. Attachment 17 (pg. 79)
10. Ms. Driban moved, Mr. Byelich seconded, passed unanimously, authorizing the administration to pursue federal, state and local funds consistent with the MBIT approved Comprehensive Plan.

VIII. Ms. Driban moved, Mrs. Unger seconded, passed unanimously, to adjourn the February 9, 2015 meeting of the MBIT Executive Council at 6:53 PM.

A brief Executive Session was held immediately following the public meeting to discuss financial matters.

Respectfully submitted,

Susan Atkinson
Secretary

Roberta Jackiewicz
Assistant Secretary

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

April 14, 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 March 31, 2015, and April 9, 2015; Fund 3 checks dated March 31, 2015; and Fund 5 checks dated March 19, 2015.

RECOMMENDATION:

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

FUND ① A/P P/R

Bank Account - Check Details by Date

Central Bucks School District

March 31, 2015 7:14 AM

Page 1

MPINTO

Bank Account: No.: TD GENERAL AP, Bank Acc. Posting Group: <>PAYROLL, Date Filter: 03/31/15

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.				
03/31/15	184903	17102	AMERICAN STUDENT ASSISTANCE	0.00	0.00	Posted
03/31/15	184904	13986	CA SDU	85.93	0.00	Posted
03/31/15	184905	009920	CBEA	69,216.35	0.00	Posted
03/31/15	184906	009921	CBESPA	13,219.28	0.00	Posted
03/31/15	184907	009923	CBTA	1,490.18	0.00	Posted
03/31/15	184908	009990	UNITED STATES TREASURY	50.00	0.00	Posted
03/31/15	184909	010100	UNITED WAY OF BUCKS CO	295.03	0.00	Posted
			Totals for 03/31/15	84,356.77	0.00	

AIP FUNDS

Bank Account - Check Details by Date

Central Bucks School District

April 9, 2015 9:58 AM

Page 1

MPINTO

Bank Account No.: TD GENERAL AP, Bank Acc. Posting Group: <->PAYROLL, Date Filter: 04/09/15

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.				
04/09/15	184910	17270	21ST CENTURY CYBER CHARTER SC	8,057.73	0.00	Posted
04/09/15	184911	11592	ACHIEVEMENT HOUSE CHARTER SC	5,052.30	0.00	Posted
04/09/15	184912	8883	AERC RECYCLING SOLUTIONS	766.92	0.00	Posted
04/09/15	184913	13994	AGORA CYBER CHARTER SCHOOL	24,197.88	0.00	Posted
04/09/15	184914	000062	ALBERTSONS	19.38	0.00	Posted
04/09/15	184915	G09334	ALDERFER, MATTHEW	65.82	0.00	Posted
04/09/15	184916	000126	ALLEN INC., GEORGE C.	544.00	0.00	Posted
04/09/15	184917	17387	ANALYTICAL LABORATORIES INC	0.00	0.00	Voided
04/09/15	184918	17387	ANALYTICAL LABORATORIES INC	0.00	0.00	Voided
04/09/15	184919	17387	ANALYTICAL LABORATORIES INC	720.00	0.00	Posted
04/09/15	184920	F08044	ANEESH DANIEL GEEVARGHESE	82.22	0.00	Posted
04/09/15	184921	17295	APPLE INC.	2,174.00	0.00	Posted
04/09/15	184922	8554	AQUA PA	1,052.41	0.00	Posted
04/09/15	184923	17391	ARAMARK	297.92	0.00	Posted
04/09/15	184924	18098	ARTS ACADEMY CHARTER SCHOOL	1,134.81	0.00	Posted
04/09/15	184925	1665	ASCD	54.00	0.00	Posted
04/09/15	184926	7491	ASEPSIS	632.50	0.00	Posted
04/09/15	184927	17994	ASSET CONTROL SOLUTIONS INC	18,130.00	0.00	Posted
04/09/15	184928	C05043	AUGER, ANGELIQUE	59.47	0.00	Posted
04/09/15	184929	16228	AUSTILL'S REHABILITATION SERVICE	125,248.88	0.00	Posted
04/09/15	184930	000495	BEARINGS & DRIVES UNLIMITED	427.04	0.00	Posted
04/09/15	184931	F08002	BERGER, SCOTT	166.82	0.00	Posted
04/09/15	184932	000530	BERKS COUNTY I.U.	59.50	0.00	Posted
04/09/15	184933	16859	BIGR.IO/ BIG VAR, LLC	10,199.79	0.00	Posted
04/09/15	184934	14022	BMC SOFTWARE	4,385.31	0.00	Posted
04/09/15	184935	A001207	BOOTHMAN, DELLA	208.99	0.00	Posted
04/09/15	184936	18194	BOUNDLESS AT SALES OFFICE	233.70	0.00	Posted
04/09/15	184937	008079	BOWER, HARRY	55.44	0.00	Posted
04/09/15	184938	G09361	BRACE, KATHLEEN	112.23	0.00	Posted
04/09/15	184939	18212	BRIAN FILIPS	49.28	0.00	Posted
04/09/15	184940	1956	BROADVIEW NETWORKS	6,839.60	0.00	Posted
04/09/15	184941	8306	BUCKS COUNTY COOPERATIVE EXT	225.00	0.00	Posted
04/09/15	184942	000720	BUCKS COUNTY IU #22	6,201.98	0.00	Posted
04/09/15	184943	D06109	BUDNIEWSKI, KATHY	47.10	0.00	Posted
04/09/15	184944	003442	BUILDING SPECIALTIES	264.06	0.00	Posted
04/09/15	184945	8806	BYRNE SEWING CONNECTION	158.13	0.00	Posted
04/09/15	184946	17381	CAMPBILL SPECIAL SCHOOL INC	4,705.58	0.00	Posted
04/09/15	184947	1501	CAPSTONE PRESS	509.68	0.00	Posted
04/09/15	184948	000900	CAROLINA BIO SUPPLY CO. (STC)	472.52	0.00	Posted
04/09/15	184949	A001125	CASHMAN, STEPHEN	59.00	0.00	Posted
04/09/15	184950	000972	CB WEST STUDENT ACTIVITIES	1,231.40	0.00	Posted
04/09/15	184951	10832	CB-SOUTH STUDENT ACTIVITY ACCO	1,428.84	0.00	Posted
04/09/15	184952	18217	CLYDE PEELING'S REPTILAND	547.00	0.00	Posted
04/09/15	184953	001020	CNB SEWER AUTHORITY	1,179.90	0.00	Posted
04/09/15	184954	G09184	COLE, KIMBERLY	232.18	0.00	Posted
04/09/15	184955	8519	COMPREHENSIVE LEARNING CENTE	17,800.00	0.00	Posted
04/09/15	184956	12445	CONSERVATION RESOURCES	254.00	0.00	Posted
04/09/15	184957	008138	CONTE, EDWINA	48.71	0.00	Posted
04/09/15	184958	000709	COURIER TIMES INC	5,055.80	0.00	Posted

Bank Account - Check Details by Date

Central Bucks School District

April 9, 2015 9:58 AM

Page 2

MPINTO

Bank Account: No.: TD GENERAL AP, Bank Acc. Posting Group: <-PAYROLL, Date Filter: 04/09/15

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.				
04/09/15	184959	001434	COYNE CHEMICAL	446.37	0.00	Posted
04/09/15	184960	9861	CRONIN, SUSAN M.	31.36	0.00	Posted
04/09/15	184961	008150	CURTIS, JANE	260.84	0.00	Posted
04/09/15	184962	001586	D & M MACHINE, INC.	95.00	0.00	Posted
04/09/15	184963	17577	DEJANA TRUCK AND UTILITY EQUIP	9,526.00	0.00	Posted
04/09/15	184964	001693	DELAWARE CO. INTERMEDIATE UNIT	18,809.10	0.00	Posted
04/09/15	184965	001692	DEMCO	44.46	0.00	Posted
04/09/15	184966	001720	DETLAN EQUIPMENT INC.	1,469.35	0.00	Posted
04/09/15	184967	14152	DIRECT ENERGY	0.00	0.00	Voided
04/09/15	184968	14152	DIRECT ENERGY	0.00	0.00	Voided
04/09/15	184969	14152	DIRECT ENERGY	94,290.60	0.00	Posted
04/09/15	184970	008181	DOMAN, KAREN	148.19	0.00	Posted
04/09/15	184971	16850	DOWD, LAUREN	274.00	0.00	Posted
04/09/15	184972	001878	DOYLESTOWN ELEC. SUPPLY CO.	18.07	0.00	Posted
04/09/15	184973	14214	DRY, DENEEN	700.00	0.00	Posted
04/09/15	184974	001975	DSI MEDICAL SERVICES INC.	1,594.00	0.00	Posted
04/09/15	184975	C05093	DURIE, ANDREW R.	634.50	0.00	Posted
04/09/15	184976	002014	EAGLES PEAK SPRING WATER INC	286.00	0.00	Posted
04/09/15	184977	18074	EAST RIVER ENERGY INC	13,553.92	0.00	Posted
04/09/15	184978	17909	EDUCATION PLUS CYBER CHARTER	1,900.34	0.00	Posted
04/09/15	184979	17216	EDUCERE, LLC	5,306.45	0.00	Posted
04/09/15	184980	G09668	ELLMAKER, LEE	1,550.00	0.00	Posted
04/09/15	184981	17756	EMR POWER SYSTEMS LLC	587.97	0.00	Posted
04/09/15	184982	18218	ENCORE PERFORMING ARTS, INC	690.00	0.00	Posted
04/09/15	184983	1114	EPLUS TECHNOLOGY, INC.	114.27	0.00	Posted
04/09/15	184984	002274	EUREKA STONE QUARRY, INC	288.99	0.00	Posted
04/09/15	184985	17806	FEINER SUPPLY	76.90	0.00	Posted
04/09/15	184986	18207	FINELLI, JENNIFER & PETER	150.00	0.00	Posted
04/09/15	184987	005552	FIRST STUDENT, INC.	702,184.99	0.00	Posted
04/09/15	184988	5478	FIVE THOUSAND FORMS, INC.	1,400.75	0.00	Posted
04/09/15	184989	002426	FLAGHOUSE	45.90	0.00	Posted
04/09/15	184990	17175	FLOTRAN PNEU-DRAULICS INC	138.66	0.00	Posted
04/09/15	184991	6745	FLY, BERNADETTE	634.50	0.00	Posted
04/09/15	184992	000036	FOLLETT SCHOOL SOLUTIONS, INC.	1,026.20	0.00	Posted
04/09/15	184993	G09445	FREED, MATTHEW	738.90	0.00	Posted
04/09/15	184994	18181	FUNCTIONAL TREATMENTS	860.40	0.00	Posted
04/09/15	184995	17956	G2 COMPUTERS	602.10	0.00	Posted
04/09/15	184996	17138	GDF SUEZ ENERGY RESOURCES NA	0.00	0.00	Voided
04/09/15	184997	17138	GDF SUEZ ENERGY RESOURCES NA	0.00	0.00	Voided
04/09/15	184998	17138	GDF SUEZ ENERGY RESOURCES NA	213,519.73	0.00	Posted
04/09/15	184999	002835	GEORGE'S TOOL RENTAL	149.88	0.00	Posted
04/09/15	185000	B04077	GRAHAM, HOLLY	25.20	0.00	Posted
04/09/15	185001	002839	GROVE SUPPLY, INC.	143.18	0.00	Posted
04/09/15	185002	001348	GUY M. COOPER, INC.	4,000.00	0.00	Posted
04/09/15	185003	17857	HAFER, RAYMOND	300.00	0.00	Posted
04/09/15	185004	002958	HANCE RADIATOR INC	66.16	0.00	Posted
04/09/15	185005	5702	HEALTH MATS COMPANY	1,467.98	0.00	Posted
04/09/15	185006	F08106	HENDERSHOT, ANGELA	178.41	0.00	Posted
04/09/15	185007	003534	HERFF JONES, INC.	2,280.35	0.00	Posted

Bank Account - Check Details by Date

Central Bucks School District

April 9, 2015 9:58 AM

Page 3

MPINTO

Bank Account: No.: TD GENERAL AP, Bank Acc. Posting Group: <-PAYROLL, Date Filter: 04/09/15

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.				
04/09/15	185008	003097	HEROLD'S PEST CONTROL CO.	2,000.00	0.00	Posted
04/09/15	185009	17548	HMS SCHOOL FOR CHILDREN WITH	9,210.00	0.00	Posted
04/09/15	185010	1914	INDUSTRIAL CONTROLS DISTRIBUTO	3,206.37	0.00	Posted
04/09/15	185011	003384	INTEGRA ONE	2,542.37	0.00	Posted
04/09/15	185012	003420	INTERSTATE TAX SERVICE, INC.	1,254.60	0.00	Posted
04/09/15	185013	17129	IPEVO	89.00	0.00	Posted
04/09/15	185014	10230	J.L. WATTS EXCAVATING, INC.	13,198.85	0.00	Posted
04/09/15	185015	G09470	JAEDICKE, LESLIE	103.04	0.00	Posted
04/09/15	185016	008419	JAFFE, JASON	315.06	0.00	Posted
04/09/15	185017	BC1004	TERRANCE MAZENKO	4,500.33	0.00	Posted
04/09/15	185018	16385	JONES SCHOOL SUPPLY CO	208.69	0.00	Posted
04/09/15	185019	17259	K12 ENTERPRISE	340.00	0.00	Posted
04/09/15	185020	A00413	KARLBERG-STANNIK, INGE	40.00	0.00	Posted
04/09/15	185021	17925	KC STORE FIXTURES	9.50	0.00	Posted
04/09/15	185022	17285	KDI	13,445.86	0.00	Posted
04/09/15	185023	003607	KELLY'S SPORTS LTD.	109.00	0.00	Posted
04/09/15	185024	A001297	KENNEDY, SCOTT	270.59	0.00	Posted
04/09/15	185025	E07124	KETLER, KEVIN	634.50	0.00	Posted
04/09/15	185026	1658	KIDS PEACE NATIONAL CENTERS	145.00	0.00	Posted
04/09/15	185027	E07000	KISTNER, RUTH	199.53	0.00	Posted
04/09/15	185028	003573	KMART #3737	98.68	0.00	Posted
04/09/15	185029	F08050	KOCH, KIMBERLY	105.84	0.00	Posted
04/09/15	185030	C05102	KOEHLER, LEA	156.92	0.00	Posted
04/09/15	185031	A00373	KRATZ, JR., RICHARD	144.82	0.00	Posted
04/09/15	185032	G09376	KRINEY, JASON	68.88	0.00	Posted
04/09/15	185033	003744	KURTZ BROS	342.52	0.00	Posted
04/09/15	185034	17922	KURTZ CONSTRUCTION COMPANY	1,050.00	0.00	Posted
04/09/15	185035	15033	LEARNING TREE INTERNATIONAL	2,225.00	0.00	Posted
04/09/15	185036	B04009	LIVINGSTON, MIKE	60.82	0.00	Posted
04/09/15	185037	WR1003	LORRAINE OESTERLE	780.67	0.00	Posted
04/09/15	185038	008538	LOSCH, PAUL	86.91	0.00	Posted
04/09/15	185039	003996	MACGILL & CO., WM. V.	83.35	0.00	Posted
04/09/15	185040	13941	MARKS, GINA	108.47	0.00	Posted
04/09/15	185041	17887	MARPLE NEWTOWN SCHOOL DISTRI	6,485.96	0.00	Posted
04/09/15	185042	004096	MARSCHALL ASSOC. INC.	590.00	0.00	Posted
04/09/15	185043	A00117	MARSHALL, RAY	124.50	0.00	Posted
04/09/15	185044	17403	MARY VAN ELLIS	25.80	0.00	Posted
04/09/15	185045	G09262	MATHIS, STEVE	600.82	0.00	Posted
04/09/15	185046	G09656	MCCOMSEY, BENJAMIN	599.00	0.00	Posted
04/09/15	185047	G09494	McPhee, Gay	663.00	0.00	Posted
04/09/15	185048	3548	MEDCO SUPPLY COMPANY	331.91	0.00	Posted
04/09/15	185049	004234	MICHEL CO INC, R.E.	137.89	0.00	Posted
04/09/15	185050	12934	MID ATLANTIC SWIMMING	4,024.00	0.00	Posted
04/09/15	185051	D06023	MORAN, NANCY	22.40	0.00	Posted
04/09/15	185052	004395	MT. LAKE POOL & PATIO	1,152.00	0.00	Posted
04/09/15	185053	G09251	MURTHA, JOHN C.	73.92	0.00	Posted
04/09/15	185054	004433	NAPA OF DOYLESTOWN	73.87	0.00	Posted
04/09/15	185055	004446	NASSP	60.00	0.00	Posted
04/09/15	185056	17656	NATIONAL ENERGY CONTROL CORP	411.44	0.00	Posted

Bank Account - Check Details by Date

April 9, 2015 9:58 AM

Central Bucks School District

Page 4

MPINTO

Bank Account No.: TD GENERAL AP, Bank Acc. Posting Group: <->PAYROLL, Date Filter: 04/09/15

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.				
04/09/15	185057	004458	NCTE	75.00	0.00	Posted
04/09/15	185058	10007	NEW BRITAIN FAMILY PRACTICE	10.00	0.00	Posted
04/09/15	185059	004609	NORTH PENN WATER AUTHORITY	199.30	0.00	Posted
04/09/15	185060	14169	O'BRIEN, JESSICA	92.90	0.00	Posted
04/09/15	185061	18189	OCEANPORT, LLC	4,028.80	0.00	Posted
04/09/15	185062	004638	OFFICE BASICS	0.00	0.00	Voided
04/09/15	185063	004638	OFFICE BASICS	0.00	0.00	Voided
04/09/15	185064	004638	OFFICE BASICS	0.00	0.00	Voided
04/09/15	185065	004638	OFFICE BASICS	0.00	0.00	Voided
04/09/15	185066	004638	OFFICE BASICS	3,166.24	0.00	Posted
04/09/15	185067	11250	PA LEADERSHIP CHARTER SCHOOL	11,298.52	0.00	Posted
04/09/15	185068	5445	PA STATE POLICE CENTRAL	60.00	0.00	Posted
04/09/15	185069	9414	PA VIRTUAL CHARTER SCHOOL	10,379.68	0.00	Posted
04/09/15	185070	004816	PAESSP	595.00	0.00	Posted
04/09/15	185071	G09476	PAGANO, JEFFREY	951.00	0.00	Posted
04/09/15	185072	17739	PAPCO	137,937.05	0.00	Posted
04/09/15	185073	7564	PAPER MART INC.	1,784.97	0.00	Posted
04/09/15	185074	G09094	PATTERSON, CHRISTIE	634.50	0.00	Posted
04/09/15	185075	16764	PEARSON CLINICAL ASSESSMENTS	639.45	0.00	Posted
04/09/15	185076	1092	PEARSON EDUCATION	2,947.13	0.00	Posted
04/09/15	185077	004770	PECO ENERGY	133,554.92	0.00	Posted
04/09/15	185078	004858	PENNRIDGE SCHOOL DISTRICT	2,216.46	0.00	Posted
04/09/15	185079	11114	PETTY CASH BRIDGE VALLEY	140.47	0.00	Posted
04/09/15	185080	004929	PETTY CASH COMMUNITY SCHOOL	301.57	0.00	Posted
04/09/15	185081	4702	PETTY CASH DOYLE	178.73	0.00	Posted
04/09/15	185082	004927	PETTY CASH TAMANEND	294.19	0.00	Posted
04/09/15	185083	004933	PETTY CASH TRANSPORTATION	911.10	0.00	Posted
04/09/15	185084	4494	PETTY CASH-CURRICULUM	197.09	0.00	Posted
04/09/15	185085	11699	PHILADELPHIA EXTRACT COMPANY	176.25	0.00	Posted
04/09/15	185086	17342	PIPERSVILLE GARDEN CENTER	399.99	0.00	Posted
04/09/15	185087	13151	PLAQUES AND SUCH	129.15	0.00	Posted
04/09/15	185088	005172	PLUMSTEAD CHRISTIAN SCH	17,253.00	0.00	Posted
04/09/15	185089	005179	PLUMSTEAD TWP.	1,600.00	0.00	Posted
04/09/15	185090	E07085	PODRAZA, LAUREL	353.81	0.00	Posted
04/09/15	185091	1340	POLAR ELECTRO, INC	350.00	0.00	Posted
04/09/15	185092	005333	QUAKERTOWN COMMUNITY S. D.	289.00	0.00	Posted
04/09/15	185093	000425	REALITY WORKS, INC	898.00	0.00	Posted
04/09/15	185094	008775	RENNER, MARY	131.82	0.00	Posted
04/09/15	185095	18200	RICHARD W. SMITH, INC.	1,179.72	0.00	Posted
04/09/15	185096	A00920	RILEY, MAUREEN	30.28	0.00	Posted
04/09/15	185097	G09631	RIPP, EMMA	17.70	0.00	Posted
04/09/15	185098	13965	ROGERS ATHLETIC COMPANY	2,700.00	0.00	Posted
04/09/15	185099	008783	ROMESBURG, JOAN	161.84	0.00	Posted
04/09/15	185100	A00871	ROTHSTEIN, MICHELE	40.88	0.00	Posted
04/09/15	185101	G09450	RUSH, BRIAN	71.57	0.00	Posted
04/09/15	185102	005544	RUSSO MUSIC CENTER	3,358.05	0.00	Posted
04/09/15	185103	005585	S.D.I.C.	32,547.28	0.00	Posted
04/09/15	185104	G09266	SAUERS, CHRISTINE	181.44	0.00	Posted
04/09/15	185105	008825	SCHMIDT, BRIDGET	2,365.00	0.00	Posted

Bank Account - Check Details by Date

Central Bucks School District

April 9, 2015 9:58 AM

Page 5

MPINTO

Bank Account: No.: TD GENERAL AP, Bank Acc. Posting Group: <>PAYROLL, Date Filter: 04/09/15

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.				
04/09/15	185106	18159	SCHOOL IMPROVEMENT NETWORK	49.95	0.00	Posted
04/09/15	185107	17777	SCIENTIFIC WATER CONDITIONING	1,250.00	0.00	Posted
04/09/15	185108	18130	SCOTT, JAMES	40.86	0.00	Posted
04/09/15	185109	16120	SECURITY AND DATA TECHNOLOGIE	3,175.00	0.00	Posted
04/09/15	185110	14324	SET RITE CORPORATION	1,274.00	0.00	Posted
04/09/15	185111	18213	SHARP WATER CULLIGAN	775.00	0.00	Posted
04/09/15	185112	G09671	SHERENIAN, MARITSA	96.82	0.00	Posted
04/09/15	185113	005730	SHERWIN WILLIAMS CO	9.37	0.00	Posted
04/09/15	185114	C05055	SLACK, CATHY	185.58	0.00	Posted
04/09/15	185115	G09146	SORENSEN, LAURA	243.50	0.00	Posted
04/09/15	185116	1457	SOUTHWEST STRINGS	99.40	0.00	Posted
04/09/15	185117	005981	STENHOUSE PUBLISHERS	96.48	0.00	Posted
04/09/15	185118	8689	SUNESYS, INC.	6,600.00	0.00	Posted
04/09/15	185119	A00681	SWANSON, TOM	78.83	0.00	Posted
04/09/15	185120	001908	TAGUE LUMBER	16.70	0.00	Posted
04/09/15	185121	11593	TANNER SCHOOL FURNITURE	281.76	0.00	Posted
04/09/15	185122	B04017	TAYLOR, NICHOLAS	155.52	0.00	Posted
04/09/15	185123	18222	TEAM TUTOR LLC	90.00	0.00	Posted
04/09/15	185124	1164	TELE SUPPLY	706.51	0.00	Posted
04/09/15	185125	000426	THE BAASE COMPANY	391.54	0.00	Posted
04/09/15	185126	1412	THE CHILDREN'S HOSPITAL OF PHIL	480.00	0.00	Posted
04/09/15	185127	17874	THE CONSERVATORY	165.00	0.00	Posted
04/09/15	185128	17861	THE COPE COMPANY SALT	556.64	0.00	Posted
04/09/15	185129	12853	THE DEVEREUX FOUNDATION CTR	4,410.00	0.00	Posted
04/09/15	185130	003921	THE HF-GROUP	634.37	0.00	Posted
04/09/15	185131	9413	THE PA CYBER CHARTER SCHOOL	22,020.19	0.00	Posted
04/09/15	185132	16753	THE ROBERTS REPORTING FIRM	344.75	0.00	Posted
04/09/15	185133	006169	TOWNE LOCK SHOPPE	71.00	0.00	Posted
04/09/15	185134	18174	TOY DEPOT	955.71	0.00	Posted
04/09/15	185135	G09109	TRANSUE, BONNIE	30.24	0.00	Posted
04/09/15	185136	12131	TRI-COUNTY ELECTRICAL SUPPLY	1,028.42	0.00	Posted
04/09/15	185137	006204	TRI-STATE ELEVATOR CO., INC.	2,209.40	0.00	Posted
04/09/15	185138	006237	TUMELTY TREE & LANDSCAPING, IN	7,794.00	0.00	Posted
04/09/15	185139	006268	UNITED REFRIGERATION INC.	70.24	0.00	Posted
04/09/15	185140	006249	US GAMES, INC	369.37	0.00	Posted
04/09/15	185141	17921	USA Blue Book	35.25	0.00	Posted
04/09/15	185142	18219	USA SWIMMING	2,920.00	0.00	Posted
04/09/15	185143	G09610	VETOVICH, KRISTINA	46.37	0.00	Posted
04/09/15	185144	008941	WALTER, WILLIAM H.	110.00	0.00	Posted
04/09/15	185145	005640	WARD'S SCIENCE	66.43	0.00	Posted
04/09/15	185146	16671	WASTE MANAGEMENT	15,849.22	0.00	Posted
04/09/15	185147	E07025	WATKINS, LOUISE	320.27	0.00	Posted
04/09/15	185148	9190	WELD-RITE SERVICES, INC.	725.00	0.00	Posted
04/09/15	185149	13932	WELLS FARGO BANK	800.00	0.00	Posted
04/09/15	185150	006527	WELLS TECHNOLOGY, INC.	836.75	0.00	Posted
04/09/15	185151	G09669	WILEY, KAREN	2,700.50	0.00	Posted
04/09/15	185152	4196	WILLIAM FOSTER & SONS	73.50	0.00	Posted
04/09/15	185153	16553	WILLIS OF PENNSYLVANIA, INC	7,283.00	0.00	Posted
04/09/15	185154	G09315	WILSON, BRITTANY	86.00	0.00	Posted

Bank Account - Check Details by Date

Central Bucks School District

April 9, 2015 9:58 AM

Page 6

MPINTO

Bank Account: No.: TD GENERAL AP, Bank Acc. Posting Group: <-PAYROLL, Date Filter: 04/09/15

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.				
04/09/15	185155	A00641	WILSON, SUSAN	285.81	0.00	Posted
04/09/15	185156	008964	WODYKA, SHARON	309.38	0.00	Posted
04/09/15	185157	G09074	WOOD, COURTNEY	25.76	0.00	Posted
04/09/15	185158	006668	WORDSWORTH ACADEMY	3,995.00	0.00	Posted
04/09/15	185159	000138	XPEDX-PHILADELPHIA	186.48	0.00	Posted
04/09/15	185160	E07098	ZALESKI, HELEN	1,550.00	0.00	Posted
04/09/15	C007655	5818	B & H PHOTO-VIDEO, INC.	269.90	0.00	Posted
04/09/15	C007656	5818	B & H PHOTO-VIDEO, INC.	127.46	0.00	Posted
04/09/15	C007657	5818	B & H PHOTO-VIDEO, INC.	612.98	0.00	Posted
04/09/15	C007658	6484	BEGLEY, CARLIN & MANDIO	6,686.00	0.00	Posted
04/09/15	C007659	6484	BEGLEY, CARLIN & MANDIO	7,934.05	0.00	Posted
04/09/15	C007660	13648	BUCHANAN INGERSOLL & ROONEY P	11,696.31	0.00	Posted
04/09/15	C007661	13648	BUCHANAN INGERSOLL & ROONEY P	7,181.50	0.00	Posted
04/09/15	C007662	13648	BUCHANAN INGERSOLL & ROONEY P	9,138.30	0.00	Posted
04/09/15	C007663	13648	BUCHANAN INGERSOLL & ROONEY P	6,862.50	0.00	Posted
04/09/15	C007664	001221	COLONIAL ELECTRIC SUPPLY, INC.	8.96	0.00	Posted
04/09/15	C007665	001221	COLONIAL ELECTRIC SUPPLY, INC.	255.11	0.00	Posted
04/09/15	C007666	001221	COLONIAL ELECTRIC SUPPLY, INC.	549.73	0.00	Posted
04/09/15	C007667	001221	COLONIAL ELECTRIC SUPPLY, INC.	29.28	0.00	Posted
04/09/15	C007668	001221	COLONIAL ELECTRIC SUPPLY, INC.	1,176.40	0.00	Posted
04/09/15	C007669	001221	COLONIAL ELECTRIC SUPPLY, INC.	73.44	0.00	Posted
04/09/15	C007670	001221	COLONIAL ELECTRIC SUPPLY, INC.	168.23	0.00	Posted
04/09/15	C007671	001221	COLONIAL ELECTRIC SUPPLY, INC.	130.23	0.00	Posted
04/09/15	C007672	001221	COLONIAL ELECTRIC SUPPLY, INC.	224.90	0.00	Posted
04/09/15	C007673	001221	COLONIAL ELECTRIC SUPPLY, INC.	130.23	0.00	Posted
04/09/15	C007674	001980	DUFF SUPPLY CO.	393.06	0.00	Posted
04/09/15	C007675	001980	DUFF SUPPLY CO.	114.25	0.00	Posted
04/09/15	C007676	001980	DUFF SUPPLY CO.	292.70	0.00	Posted
04/09/15	C007677	001980	DUFF SUPPLY CO.	569.62	0.00	Posted
04/09/15	C007678	001980	DUFF SUPPLY CO.	71.70	0.00	Posted
04/09/15	C007679	002438	FOLLETT SCHOOL SOLUTIONS, INC	301.69	0.00	Posted
04/09/15	C007680	002438	FOLLETT SCHOOL SOLUTIONS, INC	44.43	0.00	Posted
04/09/15	C007681	002438	FOLLETT SCHOOL SOLUTIONS, INC	405.76	0.00	Posted
04/09/15	C007682	002438	FOLLETT SCHOOL SOLUTIONS, INC	62.73	0.00	Posted
04/09/15	C007683	002438	FOLLETT SCHOOL SOLUTIONS, INC	62.73	0.00	Posted
04/09/15	C007684	002438	FOLLETT SCHOOL SOLUTIONS, INC	587.08	0.00	Posted
04/09/15	C007685	002438	FOLLETT SCHOOL SOLUTIONS, INC	1,501.84	0.00	Posted
04/09/15	C007686	14055	IPS LASER EXPRESS	2,184.85	0.00	Posted
04/09/15	C007687	14055	IPS LASER EXPRESS	13,183.00	0.00	Posted
04/09/15	C007688	1030	JOHNSTONE SUPPLY	225.00	0.00	Posted
04/09/15	C007689	1030	JOHNSTONE SUPPLY	344.25	0.00	Posted
04/09/15	C007690	1030	JOHNSTONE SUPPLY	67.05	0.00	Posted
04/09/15	C007691	1030	JOHNSTONE SUPPLY	143.55	0.00	Posted
04/09/15	C007692	1030	JOHNSTONE SUPPLY	49.50	0.00	Posted
04/09/15	C007693	1030	JOHNSTONE SUPPLY	35.55	0.00	Posted
04/09/15	C007694	1030	JOHNSTONE SUPPLY	60.30	0.00	Posted
04/09/15	C007695	1030	JOHNSTONE SUPPLY	29.25	0.00	Posted
04/09/15	C007696	14115	LORBER PLUMBING	51.53	0.00	Posted
04/09/15	C007697	14115	LORBER PLUMBING	19.56	0.00	Posted

Bank Account - Check Details by Date

April 9, 2015 9:58 AM

Central Bucks School District

Page 7

MPINTO

Bank Account No.: TD GENERAL AP, Bank Acc. Posting Group: <-PAYROLL, Date Filter: 04/09/15

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.				
04/09/15	C007698	005524	PHILIP ROSENAU CO., INC.	1,851.67	0.00	Posted
04/09/15	C007699	005524	PHILIP ROSENAU CO., INC.	340.17	0.00	Posted
04/09/15	C007700	005524	PHILIP ROSENAU CO., INC.	2,595.00	0.00	Posted
04/09/15	C007701	005524	PHILIP ROSENAU CO., INC.	7,764.39	0.00	Posted
04/09/15	C007702	005524	PHILIP ROSENAU CO., INC.	251.11	0.00	Posted
04/09/15	C007703	005524	PHILIP.ROSENAU CO., INC.	621.10	0.00	Posted
04/09/15	C007704	10073	RIDDELL/ALL AMERICAN SPORTS CO	5,883.73	0.00	Posted
04/09/15	C007705	10073	RIDDELL/ALL AMERICAN SPORTS CO	15,520.64	0.00	Posted
04/09/15	C007706	003799	SIEMENS INDUSTRY, INC	1,000.00	0.00	Posted
04/09/15	C007707	006178	TOZOUR-TRANE	56.29	0.00	Posted
04/09/15	C007708	006178	TOZOUR-TRANE	38.59	0.00	Posted
04/09/15	C007709	006178	TOZOUR-TRANE	146.77	0.00	Posted
04/09/15	C007710	16172	WB MASON CO, INC	8,377.60	0.00	Posted
04/09/15	C007711	16172	WB MASON CO, INC	34.28	0.00	Posted
04/09/15	C007712	5558	WEINSTEIN SUPPLY	197.82	0.00	Posted
04/09/15	C007713	5558	WEINSTEIN SUPPLY	37.00	0.00	Posted
04/09/15	C007714	5558	WEINSTEIN SUPPLY	195.02	0.00	Posted
04/09/15	C007715	5558	WEINSTEIN SUPPLY	457.27	0.00	Posted
			Totals for 04/09/15	1,997,806.91	0.00	

Just (3)

Bank Account - Check Details by Date
Central Bucks School District

March 31, 2015 10:56 AM

Page 1

MPINTO

Bank Account: No.: TD CAPITAL, Bank Acc. Posting Group: <>PAYROLL, Date Filter: 03/31/15

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.				
03/31/15	002872	18002	APPLIED LANDSCAPE TECHNOLOGIE	136,531.61	0.00	Posted
03/31/15	002873	009176	BUCKINGHAM TOWNSHIP	3,071.71	0.00	Posted
03/31/15	002874	18156	DEVICEWEAR	2,099.30	0.00	Posted
03/31/15	002875	17045	GOLDHORN ELECTRICAL CONSTRUC	27,945.88	0.00	Posted
03/31/15	002876	16378	GOSHEN MECHANICAL INC.	2,250.00	0.00	Posted
03/31/15	002877	3845	GRAYBAR ELECTRIC	11,140.50	0.00	Posted
03/31/15	002878	17683	HAYES LARGE ARCHITECTS	745.30	0.00	Posted
03/31/15	002879	18187	HEWLETT-PACKARD	6,899.70	0.00	Posted
03/31/15	002880	11558	JBM MECHANICAL, INC.	37,782.50	0.00	Posted
03/31/15	002881	16077	KCBA ARCHITECTS	129,016.83	0.00	Posted
03/31/15	002882	003795	LANCASTER-LEBANON I.U. #13	9,532.60	0.00	Posted
03/31/15	002883	004272	MILLER FLOORING CO.INC.	24,983.12	0.00	Posted
03/31/15	002884	17990	PREMIER BUILDERS INC.	15,790.40	0.00	Posted
03/31/15	002885	17333	SNYDER HOFFMAN ASSOC INC	4,200.00	0.00	Posted
03/31/15	002886	18003	YATES ELECTRICAL SERVICE INC	93,467.70	0.00	Posted
03/31/15	CC00123	002704	GILMORE & ASSOCIATES, INC.	555.00	0.00	Posted
03/31/15	CC00124	002704	GILMORE & ASSOCIATES, INC.	6,481.02	0.00	Posted
03/31/15	CC00125	002704	GILMORE & ASSOCIATES, INC.	5,818.15	0.00	Posted
03/31/15	CC00126	002704	GILMORE & ASSOCIATES, INC.	224.86	0.00	Posted
03/31/15	CC00127	002704	GILMORE & ASSOCIATES, INC.	2,500.03	0.00	Posted
03/31/15	CC00128	002704	GILMORE & ASSOCIATES, INC.	2,685.23	0.00	Posted
			Totals for 03/31/15	523,721.44	0.00	

Fund (5)

Bank Account - Check Details by Date
Central Bucks School District

March 26, 2015 10:00 AM

Page 1
BHASKIN

Bank Account: No.: TD FOOD SERVICE, Date Filter: 03/19/15
Check Ledger: Entry Status: Posted|Financially Voided

Date	Check No.	Vendor No.	Vendor Name	Amount	Voided Amount	Entry Status
TD FOOD SERVICE		TD Bank, N.A.				
03/19/15	00636	17364	AMERICAN KITCHEN MACHINERY	8,543.98	0.00	Posted
03/19/15	00637	7232	HOBART CORPORATION	6,279.46	0.00	Posted
03/19/15	00638	18202	McKENZIE, DAVID	76.85	0.00	Posted
03/19/15	00639	004545	NEW HOPE REFRIGERATION	533.92	0.00	Posted
03/19/15	00840	18186	WALSH, SUSAN	124.80	0.00	Posted
03/19/15	CF00428	7044	INSINGER MACHINE CO.	542.37	0.00	Posted
03/19/15	CF00429	7044	INSINGER MACHINE CO.	300.97	0.00	Posted
03/19/15	CF00430	7044	INSINGER MACHINE CO.	189.95	0.00	Posted
03/19/15	CF00431	7044	INSINGER MACHINE CO.	99.00	0.00	Posted
03/19/15	CF00432	7044	INSINGER MACHINE CO.	215.38	0.00	Posted
03/19/15	CF00433	7044	INSINGER MACHINE CO.	1,281.53	0.00	Posted
03/19/15	CF00434	7044	INSINGER MACHINE CO.	99.00	0.00	Posted
Totals for 03/19/15				18,267.21	0.00	

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

April 14, 2015

FOR ACTION: Construction Contracts and Service Agreements

The Central Bucks School District's long range facility plan includes replacement of PA Systems, renovations to the Holicong Middle School, and replacement of roofing at Cold Spring Elementary School.

The PA System at Warwick ES needs to be replaced. The new PA System is available on the PA Co-Stars Contract.

The Phase III renovations at Holicong MS includes the replacement of the original HVAC equipment. In order to expedite the process, we are recommending that we purchase the required HVAC equipment rather than having the mechanical contract purchase the equipment. The new HVAC equipment is available on the TCPN Contract.

On Thursday April 9, 2015 twelve bids were received for the replacement of roofing at Cold Spring Elementary School. The low bidder has completed successful projects for Central Bucks School District.

RECOMMENDATION:

- The administration is recommending the award of a contract to Security & Data Technologies to replace the PA System at Warwick ES in the amount of \$42,671. This proposal is from the PA Co-Stars Contract #4400000152.
- The administration is recommending the purchase of new HVAC equipment from Trane, Inc. for Holicong MS in the amount of \$151,010. This proposal is from the TCPN Contract #12-10001-15-002.
- The administration is recommending the award of a contract to Pro Com Roofing to replace the roof at Cold Spring Elementary School in the amount of \$549,000.



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

Systems Quotation

To: Central Bucks School District
 Attn: Bill Slawter
 Phone: (267) 893-4039
 Fax: (267) 893-5828
 Email: wslawter@cbsd.org

From: Ed Shuhart
 Email: eshuhart@sdtinc.net
 Date: 03/24/15
 Quote #: SDTQ17765-02
 Project: CBSD-Warwick Elementary School-Replace Intercom/Paging System

Comments

Security and Data Technologies, Inc. is pleased to submit this Budget proposal to replace the existing facility paging system as outlined below. SDT is a PA State COSTARS vendor, contract number: 4400000152

Equipment & Services

Qty	Part #	Description	
1	N-8000CO CU	IP Intercom C/O Telephone Line Interface Unit, supports (1) outside telephone (C/O) line for outside dialing, forwarding and incoming outside line calls, paging and control	
5	N-8010RS CU	IP Intercom Shielded Twisted Pair Sub-station Interface Unit, 16 Station Capacity, One Speech Links, 191 max. per system	
1	N-8600MS	IP Master Station with Caller ID Display, Separate External Mic and Speaker Jacks 192 max per system. Power-over-Ethernet	
1	Q-N8000LC-AM	4 Channel Level Converter	
2	N-8000AF	IP Intercom audio function interface unit. Internal chime/bell tones w/ programmable time schedules. Analog audio interface for Paging or Recording output,	
2	GE-DSGH-5	5-Port 10/100/1000 Industrial Unmanaged Switch	
1	P-912MK2 UL	Power Amplifier, 120 W, 1 Module Port, Black (2U)	
1	P-9060DH CU	Power Amplifier, 2Ch, 60W, 70 V	
2	MB-35B	Rack Kit, P-924MK2	
68	Blank Plate	Stainless 1 gang Blank Plate	
500	800636	Cat 6 Plenum EZGee Green Jacket	
SubTotal			\$17,702.26
1	Freight	Freight Charges	
1	Engineering	Application Design Services	
1	Project Management	Project Management Labor	
1	Premium Time	Premium Time Labor	
1	Premium Time-Programming	System Programming	
SubTotal			\$24,988.75

Payment Terms: Net 30

Total (See tax note below): \$42,671.00

Deposit Required: \$0.00

Scope Of Work

This budget proposal addresses replacement of the existing Intercom/paging system, and includes the following:

Basis of Design: TOA Electronics N-8000 Series IP Based Two Way Intercom/Paging System

- a. Re-use all existing ceiling and wall mounted 25 volt paging speakers, also reusing existing wire
- b. Replace the existing paging console with a new TOA N-8600MS IP Master Station (PoE)
- c. Replace the existing head end equipment with a new TOA headend (N-8000 series with 900 Series Power Amplifiers)
- d. Removed from scope
- e. SDT shall provide network switches to create a separate paging production network. Access to the District network is required to access

District time server

1. Pricing is based on a turn key installation as noted above.
2. Quantities listed have been determined by engineering documents obtained through the District by SDT and by site visits
3. Reuse existing headend rack and clean up existing wiring to the rack
4. Paging zones: 2; Interior common areas and Exterior
5. Unit Pricing: To add a ceiling speaker: \$153.00 (Includes support bridge, back box, speaker/transformer, wire, installation) Note: The system is designed with overhead, however, adding speakers may necessitate additional amplification.
6. Interface provided for connection to existing phone system for phone handset paging, using predetermined dialup codes. Connection to the existing phone system shall be performed by SDT and the phone provider. The District shall contract the phone provider to make necessary connections to their equipment.
7. Interface provided for connection to an existing Master Clock for schedule tones through the paging system
8. Installation is based on working Monday through Fridays 7:30-4:30PM
9. Any direct 120VAC wiring, for high voltage equipment shall be provided by the District
10. Lifts, if required, shall be provided by the District
11. Troubleshooting and correcting issues with existing wire and/or equipment is not included in this quotation.

Warranty: 1 year for all parts and workmanship- excluded existing speakers and wiring

Initial Terms

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

Submitted By: Ed Shuhart

Accepted By: _____

Date: _____

PO: _____



TRANE

TCPN Proposal

(Valid for 30 days from Proposal date)

PROPRIETARY AND CONFIDENTIAL PROPERTY OF Trane U.S. Inc.
DISTRIBUTION TO OTHER THAN THE NAMED RECIPIENT IS PROHIBITED
© 2011 Trane All rights reserved

Prepared For:
Owner: Central Bucks School District

Date: April 02, 2015

Proposal Number: D2-134865-1
TCPN Contract Number:

Job Name:
CBSD Hollcong Ph 3 [TCPN Pre-purchase]

Engineer:
Snyder Hoffman Associates
1005 W. Lehigh St.
BETHLEHEM, PA 18018

Bld Date: March 27, 2015

Delivery Terms:
Freight Allowed and Prepaid - F.O.B. Factory

Payment Terms:
Net 30 Days

Trane U.S. Inc. is pleased to provide the following proposal for your review and approval.
Tag Data - Performance Climate Changer (Qty: 4)

Item	Tag(s)	Qty	Description	Model Number
A1	RTU-7	1	Performance Climate Changer (CSAA)	CSAA025UB
A2	RTU-8	1	Performance Climate Changer (CSAA)	CSAA025UB
A3	AHU-1	1	Performance Climate Changer (CSAA)	CSAA025UA
A4	AHU-2	1	Performance Climate Changer (CSAA)	CSAA012UA

Product Data - Performance Climate Changer

Item: A1, A2 Qty: 2 Tag(s): RTU-7, RTU-8

Unit level options

- Outdoor unit
- Unit size 25
- 6in. integral base frame
- UL listed unit
- Factory (all fan motors)
- No seismic certification required

Controls and VFD/starter

- VFD – Supply Fan (Bypass not available on Direct Drive Fans)
- VFD – Exhaust Fan (Bypass not available on Direct Drive Fans)

Warranty

- Standard warranty only, 1 year parts from startup or 18 month from shipment

Pipe cabinet section

- One pipe cabinet

Exhaust fan damper section (Pos #1)

- Door right hand

Fan section (Pos #2)

- Exhaust fan
- Door- right side
- 20in. direct-drive plenum, 80% width
- NEMA premium compliant ODP
- Voltage 460/3
- Precision motor
- 2.5 max applied hp
- Inverter balance with SGR

Access section (Pos #3)

- Access/blank/turning section

- Medium
 - Door- right side
- Air mixing section (Pos #4)**
 - Door- right side
 - Back full face opening
 - Front full face opening
 - Bottom rectangular opening
- Air mixing section (Pos #5)**
 - Back damper - parallel blade
 - Front full face opening
 - Right damper - high velocity parallel
 - Left side - High velocity parallel
- Filter section (Pos #6)**
 - Angled filter
 - Door- right side
 - 2in. filter frame
 - Pleated media - run set (Fld)
- Coil section (Pos #7)**
 - Horizontal coil
 - Small
 - Heating coil
 - Hot water
 - 1 row
- Access section (Pos #8)**
 - Access/blank/turning section
 - Medium
 - Door- right side
- Coil section (Pos #9)**
 - Horizontal coil
 - Large
 - Cooling coil
 - Chilled water
 - 6 rows
- Custom length section (Pos #10)**
 - Door - right side
- Fan section (Pos #11)**
 - Supply fan
 - Door- right side
 - 22.25in. direct-drive plenum, 80% width
 - NEMA premium compliant ODP
 - Voltage 460/3
 - Precision motor
 - 5.5 max applied hp
 - Inverter balance with SGR
- Discharge plenum (Pos #13)**
 - Standard bottom rectangular opening

Item: A3 Qty: 1 Tag(s): AHU-1

Unit level options

- Indoor unit
- Unit size 25
- 6in. integral base frame
- UL listed unit
- Field Provided (mtrs, lights, controls)
- No seismic certification required

Controls and VFD/starter

- VFD w/bypass

Warranty

- Standard warranty only, 1 year parts from startup or 18 month from shipment

Pipe cabinet section

- No pipe cabinet

Air mixing section (Pos #1)

- Door- right side
- Back damper - high velocity parallel
- Front full face opening
- Top damper - high velocity parallel
- 2in. filter frame
- Pleated media - run set (Fld)

Coil section (Pos #3)

- Horizontal coil
- Small
- Heating coil
- Hot water
- 1 row

Access section (Pos #4)

- Access/blank/turning section
- Large
- Door- right side

Coil section (Pos #5)

- Vertical coil
- Large
- Cooling coil
- Chilled water
- 6 rows

Fan section (Pos #6)

- Supply fan
- Door- right side
- 22in. diameter AF, M press
- NEMA premium compliant ODP
- Voltage 460/3
- 10 max applied hp
- Inverter balance with SGR

Item: A4 Qty: 1 Tag(s): AHU-2

Unit level options

Indoor unit
Unit size 12

6in. integral base frame
UL listed unit
Field Provided (mtrs, lights, controls)
No seismic certification required

Controls and VFD/starter

VFD w/bypass

Warranty

Standard warranty only, 1 year parts from startup or 18 month from shipment

Pipe cabinet section

No pipe cabinet

Air mixing section (Pos #1)

Door- right side
Back damper - high velocity parallel
Front full face opening
Top damper - high velocity parallel
2in. filter frame
Pleated media - run set (Fld)

Coil section (Pos #2)

Horizontal coil
Small
Heating coil
Hot water
1 row

Access section (Pos #3)

Access/blank/turning section
Medium large
Door- right side

Coil section (Pos #4)

Vertical coil
Large
Cooling coil
Chilled water
8 rows

Fan section (Pos #5)

Supply fan
Door- right side
18in. diameter AF, H press
NEMA premium compliant ODP
Voltage 460/3
7.5 max applied hp
Inverter balance with SGR

Performance Data - Performance Climate Changer

Tags	RTU-7, AHU-1	RTU-8	AHU-2
Unit level options			
Position			
Actual airflow (cfm)	10100	10350	4860

Items not Included: Installation, Rigging, Piping Wiring, Controls, External vibration isolation, Startup and warranty service

Total Net Price (Excluding Sales Tax)\$ 151,010

Tax Status: Taxable <input type="checkbox"/> Exempt <input checked="" type="checkbox"/>	IF EXEMPT PLEASE SUBMIT COMPLETED TAX EXEMPTION CERTIFICATE WITH YOUR SIGNED PROPOSAL OR WITH YOUR PURCHASING DOCUMENTS, KEEP YOUR ORIGINAL ON FILE IN THE OFFICE. YOU WILL BE CHARGED TAX IF A VALID EXEMPTION CERTIFICATE IS NOT ON FILE BEFORE EQUIPMENT, PARTS OR SERVICES ARE PROVIDED. SEE WWW.TAXSITES.COM/STATE-LINKS.HTML FOR TAX FORMS.
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This proposal and pricing are based on shipment of all products (not including field labor) by no later than 2nd quarter of 2015 year.

Sincerely,

Andrew Bees - Trane U.S. Inc.
 Tim Andrel - Trane U.S. Inc
 3606 Horizon Drive
 King of Prussia, PA 19406
 Phone: (484) 678 8926
 Fax: (610) 962-0230

This proposal is subject to your acceptance of the attached Trane terms and conditions.

TERMS AND CONDITIONS - COMMERCIAL EQUIPMENT

"Company" shall mean Trane Canada ULC for sales in Canada and Trane U.S. Inc. for sales in the United States.

1. **Acceptance.** These terms and conditions are an integral part of Company's offer and form the basis of any agreement (the "Agreement") resulting from Company's proposal (the "Proposal") for the sale of the described commercial equipment and any ancillary services (the "Equipment"). COMPANY'S TERMS AND CONDITIONS ARE SUBJECT TO PERIODIC CHANGE OR AMENDMENT. The Proposal is subject to acceptance in writing by the party to whom this offer is made or an authorized agent ("Customer") delivered to Company within 30 days from the date of the Proposal. If Customer accepts the Proposal by placing an order, without the addition of any other terms and conditions of sale or any other modification, Customer's order shall be deemed acceptance of the Proposal subject to Company's terms and conditions. If Customer's order is expressly conditioned upon Company's acceptance or assent to terms and/or conditions other than those expressed herein, return of such order by Company with Company's terms and conditions attached or referenced serves as Company's notice of objection to Customer's terms and as Company's counter-offer to provide Equipment in accordance with the Proposal and the Company's terms and conditions. If Customer does not reject or object in writing to Company within 10 days, Company's counter-offer will be deemed accepted. Customer's acceptance of the Equipment will in any event constitute an acceptance by Customer of Company's terms and conditions. This Agreement is subject to credit approval by Company. Upon disapproval of credit, Company may delay or suspend performance or, at its option, renegotiate prices and/or terms and conditions with Customer. If Company and Customer are unable to agree on such revisions, this Agreement shall be cancelled without any liability.
2. **Title and Risk of Loss.** All Equipment sales with destinations to Canada or the U.S. shall be made as follows: FOB Company's U.S. manufacturing facility or warehouse (full freight allowed). Title and risk of loss or damage to Equipment will pass to Customer upon tender of delivery of such to carrier at Company's U.S. manufacturing facility or warehouse.
3. **Pricing and Taxes.** Following acceptance without addition of any other terms and condition of sale or any other modification by Customer, the prices stated are firm provided that notification of release for immediate production and shipment is received at Company's factory not later than 3 months from order acceptance. If such release is received later than 3 months from order acceptance date, prices will be increased a straight 1% (not compounded) for each 1 month period (or part thereof) beyond the 3 month firm price period up to the date of receipt of such release. If such release is not received within 6 months after the date of order acceptance, the prices are subject to renegotiation or at Company's option, the order will be cancelled. Any delay in shipment caused by Customer's actions will subject prices to increase equal to the percentage increase in list prices during that period of delay and Company may charge Customer with incurred storage fees. In no event will prices be decreased. The price of Equipment does not include any present or future foreign, federal, state, or local property, license, privilege, sales, use, excise, value added, gross receipts or other like taxes or assessments. Such amounts will be itemized separately to Customer, who will make prompt payment to Company. Company will accept valid exemption documentation for such from Customer, if applicable. All prices include packaging in accordance with Company's standard procedures. Charges for special packaging, crating or packing are the responsibility of Customer.
4. **Delivery and Delays.** Delivery dates are approximate and not guaranteed. Company will use commercially reasonable efforts to deliver the Equipment on or before the estimated delivery date will notify Customer if the estimated delivery dates cannot be honored, and will deliver the Equipment and services as soon as practicable thereafter. In no event will Company be liable for any damages or expenses caused by delays in delivery.
5. **Performance.** Company shall be obligated to furnish only the Equipment described in the Proposal and in submittal data (if such data is issued in connection with the order). Company may rely on the acceptance of the Proposal, and in submittal data as acceptance of the suitability of the Equipment for the particular project or location. Unless specifically stated in the Proposal, compliance with any local building codes or other laws or regulations relating to specifications or the location, use or operation of the Equipment is the sole responsibility of Customer. If Equipment is tendered that does not fully comply with the provisions of this Agreement, and Equipment is rejected by Customer, Company will have the right to cure within a reasonable time after notice thereof by substituting a conforming tender whether or not the time for performance has passed.
6. **Force Majeure.** Company's duty to perform under this Agreement and the Equipment prices are contingent upon the non-occurrence of an Event of Force Majeure. If the Company shall be unable to carry out any material obligation under this Agreement due to an Event of Force Majeure, this Agreement shall at Company's election (i) remain in effect but Company's obligations shall be suspended until the uncontrollable event terminates or (ii) be terminated upon 10 days notice to Customer, in which event Customer shall pay Company for all parts of the Work furnished to the date of termination. An "Event of Force Majeure" shall mean any cause or event beyond the control of Company. Without limiting the foregoing, "Event of Force Majeure" includes: acts of God; acts of terrorism, war or the public enemy; flood; earthquake; tornado; storm; fire; civil disobedience; pandemic insurrections; riots; labor/labour disputes; labor/labour or material shortages; sabotage; restraint by court order or public authority (whether valid or invalid); and action or non-action by or inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by Company; and the requirements of any applicable government in any manner that diverts either the material or the finished product to the direct or indirect benefit of the government.
7. **Limited Warranty.** Company warrants the Equipment manufactured by Company for a period of the lesser of 12 months from initial start-up or 18 months from date of shipment, whichever is less, against failure due to defects in material and manufacture and that it has the capacities and ratings set forth in Company's catalogs and bulletins ("Warranty"). Equipment manufactured by Company that includes required start-up and sold in North America will not be warranted by Company unless Company performs the Equipment startup. Exclusions from this Warranty include damage or failure arising from: wear and tear; corrosion, erosion, deterioration; modifications made by others to the Equipment; repairs or alterations by a party other than Company that adversely affects the stability or reliability of the Equipment; vandalism; neglect; accident; adverse weather or environmental conditions; abuse or improper use; improper installation; commissioning by a party other than Company; unusual physical or electrical or mechanical stress; operation with any accessory, equipment or part not specifically approved by Company; refrigerant not supplied by Company; and/or lack of proper maintenance as recommended by Company. Company shall not be obligated to pay for the cost of lost refrigerant or lost product. Company's obligations and liabilities under this Warranty are limited to furnishing replacement equipment or parts, at its option, FCA (Incoterms 2000) factory or warehouse (f.o.b. factory or warehouse for US domestic purposes) at Company-designated shipping point, freight-allowed to Company's warranty agent's stock location, for all non-conforming Company-manufactured Equipment (which have been returned by Customer to Company. Returns must have prior written approval by Company and are subject to restocking charge where applicable. Equipment, material and/or parts that are not manufactured by Company are not warranted by Company and have such warranties as may be extended by the respective manufacturer. **COMPANY MAKES NO REPRESENTATION OR WARRANTY, EXPRESS OR IMPLIED, REGARDING PREVENTION OF MOLD/MOULD, FUNGUS, BACTERIA, MICROBIAL GROWTH, OR ANY OTHER CONTAMINATES.** No warranty liability whatsoever shall attach to Company until Customer's complete order has been paid for in full and Company's liability under this Warranty shall be limited to the purchase price of the Equipment shown to be defective. Additional warranty protection is available on an extra-cost basis and must be in writing and agreed to by an authorized signatory of the Company. **EXCEPT FOR COMPANY'S WARRANTY EXPRESSLY SET FORTH HEREIN, COMPANY DOES NOT MAKE, AND HEREBY EXPRESSLY DISCLAIMS, ANY WARRANTIES, EXPRESS OR IMPLIED CONCERNING ITS PRODUCTS, EQUIPMENT OR SERVICES, INCLUDING, WITHOUT LIMITATION, ANY WARRANTY OF DESIGN, MERCHANTABILITY OR OF FITNESS FOR A PARTICULAR PURPOSE, OR OTHERS THAT ARE ALLEGED TO ARISE FROM COURSE OF DEALING OR TRADE.**
8. **Indemnity.** To the fullest extent permitted by law, Company and Customer shall indemnify, defend and hold harmless each other from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or personal property, to the extent caused by the negligence or misconduct of their respective employees or other authorized agents in connection with their activities within the scope of this Agreement. Neither party shall indemnify the other against claims, damages, expenses or liabilities to the extent attributable to the acts or omissions of the other party. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify will continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to expiration or termination.

9. **Insurance.** Upon request, Company will furnish evidence of its standard insurance coverage. If Customer has requested to be named as an additional insured under Company's insurance policy, Company will do so but only subject to Company's manuscript additional insured endorsement under its primary Commercial General Liability policies. In no event does Company waive any rights of subrogation.

10. **Customer Breach.** Each of the following events or conditions shall constitute a breach by Customer and shall give Company the right, without an election of remedies, to terminate this Agreement, require payment prior to shipping, or suspend performance by delivery of written notice: (1) Any failure by Customer to pay amounts when due; or (2) any general assignment by Customer for the benefit of its creditors, or if Customer becomes bankrupt or insolvent or takes the benefit of any statute for bankrupt or insolvent debtors, or makes or proposes to make any proposal or arrangement with creditors, or if any steps are taken for the winding up or other termination of Customer or the liquidation of its assets, or if a trustee, receiver, or similar person is appointed over any of the assets or interests of Customer; (3) Any representation or warranty furnished by Customer in connection with this Agreement is false or misleading in any material respect when made; or (4) Any failure by Customer to perform or comply with any material provision of this Agreement. Customer shall be liable to the Company for all Equipment furnished and all damages sustained by Company (including lost profit and overhead).

11. **Limitation of Liability.** NOTWITHSTANDING ANYTHING TO THE CONTRARY, IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT CONSEQUENTIAL, OR PUNITIVE OR EXEMPLARY DAMAGES (INCLUDING WITHOUT LIMITATION REFRIGERANT LOSS, BUSINESS INTERRUPTION, LOST DATA, LOST REVENUE, LOST PROFITS) EVEN IF A PARTY HAS BEEN ADVISED OF SUCH POSSIBLE DAMAGES OR IF SAME WERE REASONABLY FORESEEABLE AND REGARDLESS OF WHETHER THE CAUSE OF ACTION IS FRAMED IN CONTRACT, NEGLIGENCE, ANY OTHER TORT, WARRANTY, STRICT LIABILITY, OR PRODUCT LIABILITY). In no event will Company's liability in connection with the provision of products or services or otherwise under this Agreement exceed the entire amount paid to Company by Customer under this Agreement.

12. **Nuclear Liability.** In the event that the Equipment sold hereunder is to be used in a nuclear facility, Customer will, prior to such use, arrange for insurance or governmental indemnity protecting Company against all liability and hereby releases and agrees to indemnify Company and its suppliers for any nuclear damage, including loss of use, in any manner arising out of a nuclear incident, whether alleged to be due, in whole or in part to the negligence or otherwise of Company or its suppliers.

13. **Intellectual Property; Patent Indemnity.** Company retains all ownership, license and other rights to all patents, trademarks, copyrights, trade secrets and other intellectual property rights related to the Equipment, and, except for the right to use the Equipment sold, Customer obtains no rights to use any such intellectual property. Company agrees to defend any suit or proceeding brought against Customer so far as such suit or proceeding is solely based upon a claim that the use of the Equipment provided by Company constitutes infringement of any patent of the United States of America, provided Company is promptly notified in writing and given authority, information and assistance for defense of same. Company will, at its option, procure for Customer the right to continue to use said Equipment, or modify it so that it becomes non-infringing, or replace same with non-infringing Equipment, or to remove said Equipment and to refund the purchase price. The foregoing will not be construed to include any Agreement by Company to accept any liability whatsoever in respect to patents for inventions including more than the Equipment furnished hereunder, or in respect to patents for methods and processes to be carried out with the aid of said Equipment. The provision of Equipment by Company does not convey any license, by implication, estoppel, or otherwise, under patent claims covering combinations of said Equipment with other devices or elements. The foregoing states the entire liability of Company with regard to patent infringement. Notwithstanding the provisions of this paragraph, Customer will hold Company harmless against any expense or loss resulting from infringement of patents or trademarks arising from compliance with Customer's designs or specifications or instructions.

14. **Cancellation.** Equipment is specially manufactured in response to orders. An order placed with and accepted by Company cannot be delayed, canceled, suspended, or extended except with Company's written consent and upon written terms accepted by Company that will reimburse Company for and indemnify Company against loss and provide Company with a reasonable profit for its materials, time, labor, services, use of facilities and otherwise. Customer will be obligated to accept any Equipment shipped, tendered for delivery or delivered by Company pursuant to the order prior to any agreed delay, cancellation, suspension or extension of the order. Any attempt by Customer to unilaterally revoke, delay or suspend acceptance for any reason whatsoever after it has agreed to delivery of or accepted any shipment shall constitute a breach of this Agreement. For purposes of this paragraph, acceptance occurs by any waiver of inspection, use or possession of Equipment, payment of the invoice, or any indication of exclusive control exercised by Customer.

15. **Invoicing and Payment.** Equipment shall be invoiced to Customer upon tender of delivery thereof to the carrier. Customer shall pay Company's invoices within net 30 days of shipment date. Company reserves the right to add to any account outstanding for more than 30 days a service charge equal to the lesser of the maximum allowable legal interest rate or 1.5% of the principal amount due at the end of each month. Customer shall pay all costs (including attorneys' fees) incurred by Company in attempting to collect amounts due and otherwise enforcing these terms and conditions. If requested, Company will provide appropriate lien waivers upon receipt of payment. Company may at any time decline to ship, make delivery or perform work except upon receipt of cash payment, letter of credit, or security, or upon other terms and conditions satisfactory to Company. Customer agrees that, unless Customer makes payment in advance, Company will have a purchase money security interest in all Equipment to secure payment in full of all amounts due Company and its order for the Equipment, together with these terms and conditions, form a security agreement (as defined by the UCC in the United States and as defined in the Personal Property Security Act in Canada). Customer shall keep the Equipment free of all taxes and encumbrances, shall not remove the Equipment from its original installation point and shall not assign or transfer any interest in the Equipment until all payments due Company have been made. The purchase money security interest granted herein attaches upon Company's acceptance of Customer's order and on receipt of the Equipment described in the accepted Proposal but prior to its installation. The parties have no agreement to postpone the time for attachment unless specifically noted in writing on the accepted order. Customer will have no rights of set off against any amounts, which become payable to Company under this Agreement or otherwise.

16. **Claims.** Company will consider claims for concealed shortages in shipments or rejections due to failure to conform to an order only if such claims or rejections are made in writing within 15 days of delivery and are accompanied by the packing list and, if applicable, the reasons in detail why the Equipment does not conform to Customer's order. Upon receiving authorization and shipping instructions from authorized personnel of Company, Customer may return rejected Equipment, transportation charges prepaid, for replacement. Company may charge Customer any costs resulting from the testing, handling, and disposition of any Equipment returned by Customer which are not found by Company to be nonconforming. All Equipment damaged during shipment and all claims relating thereto must be made with the freight carrier in accordance with such carrier's policies and procedures. Claims for Equipment damaged during shipment are not covered under the warranty provision stated herein.

17. **Export Laws.** The obligation of Company to supply Equipment under this Agreement is subject to the ability of Company to supply such items consistent with applicable laws and regulations of the United States and other governments. Company reserves the right to refuse to enter into or perform any order, and to cancel any order, under this Agreement if Company in its sole discretion determines that performance of the transaction to which such order relates would violate any such applicable law or regulation. Customer will pay all handling and other similar costs from Company's factories including the costs of freight, insurance, export clearances, import duties and taxes. Customer will be "exporter of record" with respect to any export from the United States of America and will perform all compliance and logistics functions in connection therewith and will also comply with all applicable laws, rules and regulations. Customer understands that Company and/or the Equipment are subject to laws and regulations of the United States of America which may require licensing or authorization for and/or prohibit export, re-export or diversion of Company's Equipment to certain countries, and agrees it will not knowingly assist or participate in any such diversion or other violation of applicable United States of America laws and regulations. Customer agrees to hold harmless and indemnify Company for any damages resulting to Customer or Company from a breach of this paragraph by Customer.

18. **General.** Except as provided below, to the maximum extent provided by law, this Agreement is made and shall be interpreted and enforced in accordance with the laws of the state of New York for Equipment shipped to a U.S. location and the laws of the province to which Equipment is

shipped within Canada, without regard to its conflict of law principles that might otherwise call for the application of a different state's or province's law, and not including the United Nations Convention on Contracts for the International Sale of Goods. Any action or suit arising out of or related to this Agreement must be commenced within one year after the cause of action has accrued. To the extent the Equipment is being used at a site owned and/or operated by any agency of the Federal Government, determination of any substantive issue of law shall be according to the Federal common law of Government contracts as enunciated and applied by Federal judicial bodies and boards of contract appeals of the Federal Government. This Agreement contains all of the agreements, representations and understandings of the parties and supersedes all previous understandings, commitments or agreements, oral or written, related to the subject matter hereof. This Agreement may not be amended, modified or terminated except by a writing signed by the parties hereto. No documents shall be incorporated herein by reference except to the extent Company is a signatory thereon. If any term or condition of this Agreement is invalid, illegal or incapable of being enforced by any rule of law, all other terms and conditions of this Agreement will nevertheless remain in full force and effect as long as the economic or legal substance of the transaction contemplated hereby is not affected in a manner adverse to any party hereto. Customer may not assign, transfer, or convey this Agreement, or any part hereof, or its right, title or interest herein, without the written consent of the Company. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of Customer's permitted successors and assigns. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same Agreement. A fully executed facsimile copy hereof or the several counterparts shall suffice as an original.

19. Equal Employment Opportunity/Affirmative Action Clause. Company is a federal contractor that complies fully with Executive Order 11246, as amended, and the applicable regulations contained in 41 C.F.R. Parts 60-1 through 60-60, 29 U.S.C. Section 793 and the applicable regulations contained in 41 C.F.R. Part 60-741; and 38 U.S.C. Section 4212 and the applicable regulations contained in 41 C.F.R. Part 60-250 Executive Order 13496 and Section 29 CFR 471, appendix A to subpart A, regarding the notice of employee rights in the United States and with Canadian Charter of Rights and Freedoms Schedule B to the Canada Act 1982 (U.K.) 1982, c. 11 and applicable Provincial Human Rights Codes and employment law in Canada.

20. U.S. Government Work.

The following provision applies only to direct sales by Company to the US Government. The Parties acknowledge that Equipment ordered and delivered under this Agreement are Commercial Items as defined under Part 12 of the Federal Acquisition Regulation (FAR). In particular, Company agrees to be bound only by those Federal contracting clauses that apply to "commercial" suppliers and that are contained in FAR 52.212-5(e)(1).

The following provision applies only to indirect sales by Company to the US Government. As a Commercial Item Subcontractor, Company accepts only the following mandatory flow down provisions: 52.219-8; 52.222-26; 52.222-35; 52.222-36; 52.222-39; 52.247-64. If the sale of the Equipment is in connection with a U.S. Government contract, Customer certifies that it has provided and will provide current, accurate, and complete information, representations and certifications to all government officials, including but not limited to the contracting officer and officials of the Small Business Administration, on all matters related to the prime contract, including but not limited to all aspects of its ownership, eligibility, and performance. Anything herein notwithstanding, Company will have no obligations to Customer unless and until Customer provides Company with a true, correct and complete executed copy of the prime contract. Upon request, Customer will provide copies to Company of all requested written communications with any government official related to the prime contract prior to or concurrent with the execution thereof, including but not limited to any communications related to Customer's ownership, eligibility or performance of the prime contract. Customer will obtain written authorization and approval from Company prior to providing any government official any information about Company's performance of the work that is the subject of the Proposal or this Agreement, other than the Proposal or this Agreement.

21. Limited Waiver of Sovereign Immunity. If Customer is an Indian tribe (in the U.S.) or a First Nation or Band Council (in Canada), Customer, whether acting in its capacity as a government, governmental entity, a duly organized corporate entity or otherwise, for itself and for its agents, successors, and assigns: (1) hereby provides this limited waiver of its sovereign immunity as to any damages, claims, lawsuit, or cause of action (herein "Action") brought against Customer by Company and arising or alleged to arise out of the furnishing by Company of any product or service under this Agreement, whether such Action is based in contract, tort, strict liability, civil liability or any other legal theory; (2) agrees that jurisdiction and venue for any such Action shall be proper and valid (a) if Customer is in the U.S., in any state or United States court located in the state in which Company is performing this Agreement or (b) if Customer is in Canada, in the superior court of the province or territory in which the work was performed; (3) expressly consents to such Action, and waives any objection to jurisdiction or venue; (4) waives any requirement of exhaustion of tribal court or administrative remedies for any Action arising out of or related to this Agreement; and (5) expressly acknowledges and agrees that Company is not subject to the jurisdiction of Customer's tribal court or any similar tribal forum, that Customer will not bring any action against Company in tribal court, and that Customer will not avail itself of any ruling or direction of the tribal court permitting or directing it to suspend its payment or other obligations under this Agreement. The individual signing on behalf of Customer warrants and represents that such individual is duly authorized to provide this waiver and enter into this Agreement and that this Agreement constitutes the valid and legally binding obligation of Customer, enforceable in accordance with its terms.

1-26.130-4 (0614)

Supersedes 1-26.130-4(0214)

**BID TABULATION
ROOFING REPLACEMENT WORK at
COLD SPRING ELEMENTARY SCHOOL**

Bids Received April 9, 2015				
Bidder	Bid Bond	Non-Collusion Affidavit	Cold Spring Elementary Base Bid	Comments
Arch Concepts	10%	x	\$592,400.00	
David/Randall Associates			\$678,500.00	
Hodgkinson Home Improvements				
JLK Contracting	10%	x	\$599,000.00	
Jemar Contracting	10%	x	\$951,207.00	
Jottan Roofing				
Kobithen, Mike, Roofing	10%	x	\$655,200.00	
Laurant Construction	10%	x	\$576,900.00	
McMullen Roofing				
Noble Roofing	10%	x	\$770,745.00	
Nolt, D.A.				
Pro Com Roofing	10%	x	\$549,000.00	LOW BIDDER
Rankin, C.P., Inc.				
Smith, Joseph, Roofing				
Union Roofing	10%	x	\$766,000.00	
Wespol Construction				
Winchester Roofing	10%	x	\$625,019.00	
Young, J.M., & Sons	10%	x	\$615,000.00	
Munn Roofing	10%	x	\$618,000.00	

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

April 14, 2015

FOR ACTION: Student Records Microfiche Conversion

The District is required to keep directory information on students for 99 years. Directory information includes, but is not limited to, the student's name, address, telephone number, electronic mail address, photograph, date and place of birth, participation in officially recognized activities and sports, dates of attendance, and grade level. In 1994 the District converted all the directory information into microfiche files for students who graduated from Central Bucks High School – West and Central Bucks High School - East. These files are beginning to deteriorate and we need to convert these files to an electronic file system.

The District researched and requested quotes from firms that specialized in microfiche conversions. Ricoh's quote was not only the least costly, they will also provide the files in the most accessible format. The cost of \$25,293.25 will cover the conversion of over 225,000 frames.

RECOMMENDATION:

The administration is recommending that the Board approve the contract with Ricoh USA, Inc. in the amount of \$25,293.25 to convert student records.



Statement of Work
#JWO-20150323-001
for
Central Bucks School District

**Project: Student Record
Aperture Card/Microfiche
Conversion**

Prepared on: 3/23/2015
By: Jesse W. Ogurcak, Digital Imaging
Specialist
Ricoh USA, Inc. (Ricoh)
1265 Drummers Lane, Ste 300
Wayne, PA 19087
Cell: 570.419.1102
E-mail: jesse.ogurcak@ricoh-usa.com

Submitted To:
Linda Dracopoulos

Central Bucks School District
16 Welden Drive
Doylestown, PA 18901
Telephone: 267.893.2021
E-mail: LDRACOPO@CBSD.ORG

Table of Contents

PROJECT REQUIREMENTS & ASSUMPTIONS	1
PROJECT VOLUME.....	2
IMAGING SPECIFICATIONS & ASSUMPTIONS	3
DOCUMENT INDEXING REQUIREMENTS & ASSUMPTIONS	3
PROJECT SCHEDULE	5
DATA & IMAGE FILE FORMAT SPECIFICATIONS	5
DELIVERABLES.....	6
PRICING TABLE	7
BUDGET TABLE	7
PRICING & PAYMENT TERMS.....	8
TERMS AND CONDITIONS	9
AUTHORIZATION TO COMMENCE WORK.....	13
PROCESSING INSTRUCTION ADDENDA.....	14

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Project Requirements & Assumptions

Introduction

RICOH USA, INC. ("Ricoh") has prepared the following Statement of Work ("SOW") to detail services for the conversion of Student Records in jacketed microfiche and aperture cards for Central Bucks School District.

Ricoh has outlined the Project scope and costs for this Project Based engagement. The service costs outlined in this document are based on Ricoh's experience and preliminary information received from Customer. The information in this SOW supersedes all previous estimates or verbal discussions on the Project.

The pricing contained herein is valid for thirty (30) days from the date of this proposal.

Project Summary

Ricoh will convert two (2) file populations of student records in jacketed microfiche and aperture card form to electronic images with associated index data.

Ricoh will convert multiple document populations. The populations consist of student records in jacketed microfiche form and student records in aperture card form.

Change Order Process

During the course of the Project, new or unforeseen requests or requirements may be presented or changes may be requested to the Project or its scope. These additional tasks, functions or deliverables have not been provided under the scope of this Project. If Customer requires or requests additions or changes with any of the above items, Ricoh can provide service or assistance; however, the costs for additional tasks or deliverables have not been included in the current estimates and will be in addition to the initial pricing. The following list provides a detailed process to follow if changes to components within or outside the scope of this SOW are required.

- A Change Order (CO) will be the vehicle for communicating change. The CO must describe the change, the reason for the change, and the

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effect the change will have on the Project.

- The designated Project Manager of the requesting party will review the proposed change and determine whether to submit the request to the other party.
- Both Project Managers will review the proposed change and approve it for further investigation. Ricoh will specify if there will be any charges for such investigation, which may be incorporated into the CO. The investigation will determine the effect that the implementation of the CO charge will have on price, schedule, and other terms and conditions of this SOW.
- A written Change Order must be signed by both parties to authorize the implementation of the changes.

Project Volume

Total Volume

Central Bucks School District (East) will provide to Ricoh 72,000 microfiche aperture card frames to be converted.

Central Bucks School District (West) will provide to Ricoh 99,000 microfiche aperture card frames and 54,900 jacketed microfiche frames to be converted.

File/Document Count

The total frame population is estimated to be 225,900 frames.

Imaging Specifications & Assumptions

Document Imaging Location(s) A Ricoh certified microfilm conversion business partner will perform digitization of the (microfiche and aperture cards).

Imaging Instructions Documents will be imaged per standard Ricoh production methods. Individual aperture cards and jacketed microfiche will be used to indicate the start of a new file.

Image Capture Specifications

Scanning	File Level	Yes
	Tab Level	No
	Document Level	No
	Image Resolution	300 dpi
	Oversize Documents	No
	Color Documents	No
	Image Size for Size	Forced to letter

Document Boundaries Each aperture card is a standalone record, indexed by card.

Each jacketed fiche has multiple records, and Logical Document Determination will be applied for indexing by individual student record.

OCR Processing OCR will not be required for this project.

Document Indexing Requirements & Assumptions

Indexing/LDD Location Projects will be managed by Ricoh. A Ricoh certified document indexing business partner will perform manual indexing.

Manual indexing of aperture cards will be performed onshore.

Manual indexing of jacketed microfiche will be performed offshore.

Project will be managed by Ricoh. A Ricoh certified microfilm conversion business partner will perform digitization of the (microfiche and aperture cards).

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Logical Document Boundary Determination (LDD)

Document boundary determination will be based on a subjective review of documents. Due to the subjective nature of determining the beginning and ending of a document, it is understood that Ricoh-produced document boundaries may differ from what may have been assigned by the client.

Logical Document Boundary Determination will be performed based on student record name.

Custom Indexing Fields

Central Bucks East

File Level Indexing

(Index field Name) (Min/Max Length) (Format) (Source)

Last Name 10 to 35 TXT Aperture Card Cover

First Name 6 to 10 TXT Aperture Card Cover

Date (Year) 4 N TXT Aperture Card Cover

Central Bucks West

File Level Indexing

(Index field Name) (Min/Max Length) (Format) (Source)

Last Name 10 to 35 TXT First Image in Record

First Name 6 to 10 TXT First Image in Record

Date (Year) 4 N First Image in Record

Project Schedule

Receipt of Media

Central Bucks School District expects to release all documents or other media to Ricoh on 4/1/2015.

Ricoh will schedule one (1) pickup from Central Bucks School District facilities located at 375 West Court Street, Doylestown, PA which is within a 40 mile distance from the production facility.

Client will prepare and box documents for shipment.

Production Timelines

Production schedule will be established and agreed to by both parties under separate cover.

Data & Image File Format Specifications

Data and Image File Format(s)

Files will be delivered in a multi page PDF format in a root directory. The file naming convention will be created from captured index information. The naming structure will be **LAST NAME_FIRST NAME_YEAR.pdf**.

- 📁 CENTRAL BUCKS EAST
 - 📁 STUDENT RECORDS
 - 📄 LASTNAME_FIRSTNAME_YEAR.pdf
 - 📄 LASTNAME_FIRSTNAME_YEAR.pdf

- 📁 CENTRAL BUCKS WEST
 - 📁 STUDENT RECORDS
 - 📄 LASTNAME_FIRSTNAME_YEAR.pdf
 - 📄 LASTNAME_FIRSTNAME_YEAR.pdf

Images will be delivered as multi page PDF.

A technical specification will be provided to Central Bucks School District under separate cover for review and authorization.

Deliverables

Delivery Media	USB
Data, Image, and Original File Retention	<p>After thirty (30) days from delivery of data and images, Ricoh is not responsible for maintaining any archival image or data information in connection with the delivery.</p> <p>Ricoh will return all original client media to Client, client's agent, or an authorized third-party custodian on or before thirty (30) days from delivery of final work product to Client. Client originals cannot be stored at Ricoh's processing center(s)</p>
Physical File Storage	Ricoh will retain physical boxes for no more than thirty (30) days from project completion. At such time, boxes will be returned to Client.
Original Document Disposition	Original Media will be returned to Central Bucks School District 30 days after scanning is complete.
Box Label	<i>Ricoh may affix a tracking / control label to boxes.</i>
Recipient(s) of Deliverables	Linda Dracopoulos Central Bucks School District 16 Welden Drive Doylestown, PA 18901 267.893.2021 LDRACOPO@CBSD.ORG

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Pricing Table

Item	Unit	Price
7087: Comm - Jacketed Microfiche	EACH	\$0.065
7058: Comm - Aperture Card Frame Conversion	EACH	\$0.065
7058: Comm - Aperture Card Conversion	EACH	\$0.30
7040: Comm - Indexing – (NAME)	EACH	\$0.03
7040: Comm - Indexing – (YEAR)	EACH	\$0.015
7040: Comm - Indexing – Logical Document Determination	EACH	\$0.015
7002: Comm - Local Project Management	HOUR	\$125
1880: Comm - USB Flash Drive	EACH	\$50

This is a fee for service engagement. All quantities are estimated - Ricoh will invoice for actual volumes processed. Pricing does (not) include shipping or transportation costs.

Budget Table

Item	Price	Monthly Volume	Budget Amount
7087: Comm - Jacketed Microfiche	\$0.065	54,900	\$3,568.50
7058: Comm - Aperture Card Frame Conversion	\$0.065	171,000	\$11,115.00
7058: Comm - Aperture Card Conversion	\$0.30	28,500	\$8,550.00
7040: Comm - Indexing – (NAME)	\$0.03	18,300	\$549.00
7040: Comm - Indexing – (YEAR)	\$0.015	9,150	\$137.25
7040: Comm - Indexing – Logical Document Determination	\$0.015	54,900	\$823.50
7002: Comm - Local Project Management	\$125	4	\$500.00
1880: Comm - USB Flash Drive	\$50	1	\$50.00
Total:			\$25,293.25

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Pricing & Payment Terms

Pricing is valid for thirty (30) days from the date of proposal. Each project is priced based on Ricoh's understanding of the scope and volume of the requirements as presented herein. Changes in that understanding or in the underlying express and/or implicit assumptions related to it may require substantial changes in price and schedule. All changes will be made in writing and agreed to by all parties prior to commencement of billable work.

1. Ricoh's services are offered based on the assumptions as defined herein. If the collection characteristics are substantially different from these assumptions, Ricoh reserves the right to re-price the services.
2. Delivery schedules are based on assumptions defined herein and substantial change in these assumptions may require delivery schedule changes.
3. Failure to provide Ricoh with a regular and consistent flow of materials may result in an increase in pricing and/or schedule delays.
4. Processing will be performed in accordance with the instructions set forth in this document and the addenda stated herein.
5. Pricing is offered as a comprehensive package of services. Ricoh reserves the right to re-price services if the client decides not to have Ricoh perform certain services that have been quoted.
6. Invoicing will be based on the actual number of units multiplied by its unit or hourly rate and totaled.
7. Invoicing will be issued throughout the duration of the project. Invoicing will include all billable work processed up to the date of the invoice, even if that work-product has not yet been delivered to Central Bucks School District.
8. Payment for Ricoh services will be made to Ricoh and are due within thirty (30) days from date of invoice.
9. In the event payment is not received within ten (10) days of its due date a late charge of one and a half percent (1.5%) per month of the overdue amount will be charged to Central Bucks School District.
10. Central Bucks School District has thirty (30) days from receipt of a delivery to identify accuracy or image file formatting issues. After this period, a service charge may be applied for corrections. This service charge accounts for reloading the data and/or images onto the system, reallocating staff, etc.

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Terms and Conditions

The performance of the services described in this Statement of Work ("SOW") by Ricoh USA, Inc. ("Ricoh") for the client referenced on the cover page of this document ("Client") is subject to and shall be governed solely by the following terms and conditions. If this SOW is made pursuant to a Master Agreement ("MA"), the terms and conditions set forth in such MA are incorporated herein by reference and made a part of this SOW, and shall control in the event of any conflict.

1. Services. From time to time, Client may engage Ricoh to perform any of the services (the "Services") described in this SOW. Changes to the scope of the Services shall be made only in a written Change Order signed by both parties. Ricoh shall have no obligation to commence work in connection with any change until the fee and/or schedule impact of the change and all other applicable terms are agreed upon by both parties in writing. Ricoh shall provide the Services at the Client location set forth herein or on a remote basis. In consideration of the Services set forth in this SOW, Client shall pay Ricoh the fees in the amounts and at the rates set forth herein. Ricoh may suspend or terminate such services for non-payment. Client acknowledges that Ricoh's performance of any such Services is dependent upon Client's timely and effective performance of its responsibilities as set forth in this SOW. Estimated delivery and/or service schedules contained in this SOW are non-binding estimates.

2. Service Warranties. Ricoh warrants that the Services performed hereunder will be performed in a good and workmanlike manner, and Client's exclusive remedy shall be for Ricoh to re-perform any Services not in compliance with this warranty and brought to Ricoh's attention in writing within a reasonable time, but in no event more than thirty (30) days after such Services are performed.

3. Termination of Services. Upon thirty (30) days' prior written notice, either party may terminate any of the Services specified this SOW. In the event Ricoh terminates any Services procured hereunder or this SOW, Ricoh shall reimburse Client for any prepaid fees related to Services not rendered prior to termination. Upon termination of this SOW by Client, Client shall be responsible for payment for all Services completed by Ricoh and accepted by Client through the effective date of termination.

4. Confidentiality.

4.1 Ricoh recognizes that it must perform the Services in a manner that protects any information of Client or its clients that Client has clearly identified to Ricoh as being confidential (such

information hereafter referred to collectively as "Client Confidential Information") that may be disclosed to Ricoh hereunder from improper use or disclosure. Ricoh agrees to treat Client Confidential Information on a confidential basis. Ricoh further agrees that it will not disclose any Client Confidential Information without Client's prior written consent to any third party except to authorized representatives of Client or to employees or subcontractors of Ricoh who have a need to access such Client Confidential Information to perform the Services contemplated hereunder. Client Confidential Information shall not include (i) information which at the time of disclosure is in the public domain, (ii) information which, after disclosure becomes part of the public domain by publication or otherwise through no fault of Ricoh, or (iii) information which can be established to have been independently developed and so documented by Ricoh or obtained by Ricoh from any person not in breach of any confidential obligations to Client. The terms of this SOW shall not be considered to be Client Confidential Information. Client acknowledges and agrees that any information provided by Client to Ricoh pursuant to this SOW is not Protected Health Information ("PHI") subject to the Health Insurance Portability and Accountability Act of 1996 45 CFR Parts 160 and 164 ("HIPAA") or "nonpublic personal information" as defined under the Title V of the U.S. Gramm-Leach-Bliley Act, 15 U.S.C. § 6801 et seq., and the rules and regulations issued thereunder ("Gramm-Leach-Bliley"). In the event any information is PHI as defined by HIPAA or "nonpublic personal information" as defined under Gramm-Leach-Bliley, Client shall specifically identify information as such to Ricoh in writing.

4.2 Notwithstanding the foregoing, the parties acknowledge and agree that Ricoh shall have no obligation to remove, delete, preserve, maintain or otherwise safeguard any information, images or content retained by, in or on any item of Client owned or Client leased equipment, whether through a digital storage device, hard drive or similar electronic medium ("Data Management Services"). If desired, Client may engage Ricoh to perform

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such Data Management Services at its then-current rates. The selection, use and design of any Data Management Services, and any and all decisions arising with respect to the deletion or storage of any data, data information or documentation, as well as any loss of data resulting therefrom, shall be the sole responsibility of Client, and Client shall indemnify and hold harmless Ricoh and its subsidiaries, directors, officers, employees and agents from and against any and all costs, expenses, liabilities, claims, damages, losses, judgments or fees (including reasonable attorneys' fees) (collectively, "Losses") arising therefrom or related thereto.

4.3 Notwithstanding anything in this SOW to the contrary, Client is responsible for ensuring its own compliance with any and all applicable legal, regulatory, business, industry, security, compliance and storage requirements relating to data retention, protection, destruction and/or access. It is the Client's sole responsibility to obtain advice of competent legal counsel as to the identification and interpretation of any relevant laws and regulatory requirements that may affect the Client's business or data retention, and any actions required to comply with such laws. RICOH DOES NOT PROVIDE LEGAL, ACCOUNTING OR TAX ADVICE OR REPRESENT OR WARRANT THAT ITS SERVICES OR PRODUCTS WILL GUARANTEE OR ENSURE COMPLIANCE WITH ANY LAW, REGULATION OR REQUIREMENT.

4.4 Unless specifically set forth in writing, Ricoh has no obligation to provide encryption related to the provision of Services.

5. Indemnification.

5.1 Each party ("Indemnifying Party") shall indemnify, defend and hold harmless the other ("Indemnified Party") from all third-party claims incurred by the Indemnified Party arising out of the death or bodily injury of any agent, employee, or business invitee of the Indemnified Party, or the damage, loss, or destruction of any tangible property of the Indemnified Party, up to a maximum of \$1,000,000, to the extent caused by the negligent acts or omissions or willful misconduct of the Indemnifying Party, its employees, or agents.

5.2 Client shall indemnify, defend and hold harmless Ricoh and its representatives and affiliates from and against any claim, suit, demand,

liability, cause of action, damage or cost (including reasonable attorneys' fees and expenses) for actual or alleged infringement of any intellectual property right, including but not limited to copyright, trademark, or right of publicity, and breach of confidentiality arising from the copying of materials provided by Client hereunder. Notwithstanding any other provision of this SOW, nothing in this SOW shall be construed to give Ricoh any control over decisions relating to choosing the content of information copied or otherwise handled hereunder. Client warrants and represents that it violates no intellectual property rights or confidentiality agreements of third-parties by having Ricoh perform Services under this SOW.

5.3 Without intending to create any limitation relating to the survival of any other provisions of this SOW, Ricoh and Client agree that the terms of this paragraph shall survive the expiration or earlier termination of this SOW. Each party shall promptly notify the other in the event of the threat or initiation of any claim, demand, action or proceeding to which the indemnification obligations set forth in this Section may apply.

6. Limitations. EXCEPT AS OTHERWISE EXPRESSLY SET FORTH HEREIN, RICOH MAKES NO WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, WITH RESPECT TO ANY SERVICES, EQUIPMENT OR GOODS PROVIDED UNDER THIS SOW, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. NO WARRANTIES ARE CREATED BY ANY COURSE OF DEALING BETWEEN THE PARTIES, COURSE OF PERFORMANCE, TRADE USAGE OR INDUSTRY CUSTOM. IN NO EVENT SHALL RICOH BE LIABLE TO CLIENT OR A THIRD PARTY FOR ANY DAMAGES (1) RESULTING FROM OR RELATED TO ANY FAILURE OF THE SOFTWARE, INCLUDING, BUT NOT LIMITED TO, LOSS OF DATA OR DELAY OF DELIVERY OF SERVICES UNDER THIS SOW OR (2) RELATED TO THE LOSS, DAMAGE OR DESTRUCTION OF ANY NEGOTIABLE INSTRUMENTS PROVIDED BY THE CLIENT. RICOH ASSUMES NO OBLIGATION TO PROVIDE OR INSTALL ANY ANTI-VIRUS OR SIMILAR SOFTWARE, AND THE SCOPE OF SERVICES CONTEMPLATED HEREBY DOES NOT INCLUDE ANY SUCH SERVICES. Ricoh shall be excused from any delay

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or failure in performance of the Services under this SOW for any period if such delay or failure is caused by any event of force majeure or other similar factors beyond its reasonable control. THE AMOUNT OF ANY LIABILITY OF RICOH TO CLIENT OR ANY THIRD PARTY, FOR ONE OR MORE CLAIMS ARISING FROM OR RELATING TO THIS SOW, SHALL NOT EXCEED, IN THE AGGREGATE, THE AMOUNT PAID TO RICOH FOR THE PERFORMANCE OF SERVICES UNDER THIS SOW DURING THE SIX-MONTH PERIOD PRECEDING THE DATE ON WHICH THE CLAIM AROSE. IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY FOR CONSEQUENTIAL, INCIDENTAL, PUNITIVE OR INDIRECT DAMAGES, EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

7. Assignment. Neither party shall assign or in any way dispose of all or any part of its rights or obligations under this SOW without the prior written consent of the other, which shall not be unreasonably withheld.

8. Force Majeure. Ricoh may, without liability, delay performance or cancel this SOW or any Services hereunder on account of force majeure or other circumstances beyond its control including, but not limited to, acts of God, actual or threatened war, armed conflict, riot, fire, earthquake, explosion, flood, strike, lockout, injunction or telecommunications, electrical or source of supply failure.

9. Default. In addition to any other rights or remedies which either party may have under this SOW or at law or equity, either party shall have the right to cancel the Services provided under this SOW immediately: (i) if the other party fails to pay any fees or charges or any other payments required under this SOW when due and payable, and such failure continues for a period of ten (10) days after being notified in writing of such failure; or (ii) if the other party fails to perform or observe any other material covenant or condition of this SOW, and such failure or breach shall continue un-remedied for a period of ten (10) days after such party is notified in writing of such failure or breach; or (iii) if the other party becomes insolvent, dissolves, or assigns its assets for the benefit of its creditors, or files or has filed against it any bankruptcy or reorganization proceeding. If Ricoh cancels this SOW under this Section, Client shall pay any

reasonable costs and expenses (including attorneys' fees and expenses) incurred by Ricoh to collect any amounts owed by Client hereunder.

10. Intellectual Property. Intellectual property rights arising from the Services (but not the data, materials or content provided by Client) shall remain the property of Ricoh, and nothing contained in any Statement of Work shall be construed to transfer, convey, restrict, impair or deprive Ricoh of any of its ownership or proprietary interest or rights in technology, information or products that existed prior to the provision of deliverables under the Statement of Work or that may be independently developed by Ricoh outside the scope of the Statement of Work and without use of any confidential or otherwise restricted material or information thereunder. Client shall not use any services provided pursuant to a Statement of Work for any unlawful purpose.

11. Export Law; EU Data Directive.

11.1 Notwithstanding any other provision of this SOW, Client shall at all times remain solely responsible for complying with all applicable laws or regulations relating to export and re-export control (collectively, "Export Laws") and for obtaining any applicable authorization or license under the Export Laws. Client acknowledges and agrees that Ricoh may from time to time, in its sole discretion, engage third party Subcontractors, both foreign and domestic, to perform any portion of the Services on Ricoh's behalf. Client represents and warrants to Ricoh that it, its employees and agents shall not provide Ricoh with any document, technology, software or item for which any authorization or license is required under any Export Law. Client shall further indemnify, defend and hold harmless Ricoh and its representatives and affiliates from and against any fine, penalty, claim, suit, demand, liability, cause of action, damage or cost (including reasonable attorneys' fees) for any actual or alleged violation of any Export Laws arising from the performance of Services under this SOW.

11.2 Notwithstanding any other provision of this Agreement, Client shall at all times remain solely responsible for complying with all applicable Data Protection Directives, as hereafter defined, and for obtaining any applicable authorization or license under the Data Protection Directives. Client represents and warrants to Ricoh that it, its employees and agents shall not provide Ricoh with

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any document, technology, software or item for which any authorization or license or any other consent, approval or authorization is required under any Data Protection Directives ("Protected Information"). In the event Client intends to provide Ricoh with any Protected Information, Client shall identify such document, technology, software or item as Protected Information. Client shall further indemnify, defend and hold harmless Ricoh and its representatives and affiliates from and against any fine, penalty, claim, suit, demand, liability, cause of action, damage or cost (including reasonable attorneys' fees) for any actual or alleged violation of any law or regulation relating to export and re-export control of protected information under the EU Data Protection Directives (collectively, "Data Protection Directives") arising from the performance of Services under this Agreement.

12. Non-Solicitation. During the term of this SOW and for a period of one (1) year following the expiration or termination of this Agreement for any reason, Client shall not (i) offer to employ, or otherwise hire or engage any employee of Ricoh to whom it was introduced in connection with the transactions contemplated by this SOW, (ii) attempt to directly or indirectly induce or solicit any employee of Ricoh to whom it was introduced in connection with the transactions contemplated by this SOW to terminate his or her employment with Ricoh, or (iii) solicit or enter into any service engagement with any Ricoh client or client prospect to whom Client was introduced or referred in connection with the transactions contemplated by this SOW. Money damages are not an adequate remedy for a breach by Client of this Section, and, therefore, in addition to any other legal or equitable remedies available to it, Ricoh shall be entitled to obtain an injunction against such breach. The obligations set forth in this Section shall survive the termination or expiration of this SOW.

13. Governing Law. This SOW and any Services procured hereunder shall be governed by the laws of the Commonwealth of Pennsylvania both as to interpretation and performance, without regard to its choice of law requirements. All other ordering documents shall be governed by the law of the jurisdiction in which the Services are being

performed. This SOW may be executed in two or more counterparts, each of which shall be deemed to be an original.

14. Miscellaneous. The parties agree that the terms and conditions contained in this SOW make up the entire agreement between them regarding the Services and supersede all prior written or oral communications, understandings or agreements between the parties relating to the subject matter contained herein, including without limitation, purchase orders. Client acknowledges and agrees that Ricoh does not undertake any conflict check procedure, whether formal or informal, to determine if Ricoh is performing services for an adverse party to Client. Furthermore, given the nature and the scope of Services provided hereunder, Ricoh has determined that a conflict check, whether formal or informal, are not necessary. Ricoh shall be permitted to conduct business in the normal course and engage customers even if the same is, in the reasonable judgment of the Client, adverse to the specific Services being performed for or on behalf of the Client. Except as otherwise expressly set forth herein, any change in any of the terms and conditions of this SOW or any document to procure Services hereunder must be in writing and signed by both parties. The delay or failure of either party to enforce at any time any of the provisions of this SOW shall in no way be construed to be a waiver of such provision or affect the right of such party thereafter to enforce each and every provision of this SOW. If any provision of this SOW is held to be invalid or unenforceable, this SOW shall be construed as though it did not contain the particular provision held to be invalid or unenforceable. All notices shall be given in writing by the party sending the notice and shall be effective when deposited in the mail, addressed to the party receiving the notice at its address shown above (or to any other address specified by that party in writing) with postage prepaid. If more than one affiliate, subsidiary, client, or law firm of Client has signed this SOW, each such Client agrees that its liability is joint and several. If Client has signed this SOW on behalf of any of its subsidiaries or affiliates, or for the benefit of any third party, client or otherwise, Client shall remain liable for the obligations hereunder.

Ricoh and Client acknowledge that the services and prices that are offered to Client herein are based on the assumptions contained within this response, and assumptions to be identified by Ricoh during its more detailed evaluation and scope assessment following the engagement contemplated hereunder. All production processing will be executed pursuant to the imaging and coding instructions and instructions contained in this document and in its addenda herein. If Ricoh determines during the production processing of Client's document collection that the collection deviates from assumptions, Ricoh reserves the right to adjust unit price for the impacted service (effective as of the earliest date that such deviation occurred), and Client agrees to pay Ricoh in accordance with Ricoh's standard terms and conditions for such services. Ricoh will notify Client of its determination of any deviation from the assumptions contained within this response.

Ricoh may charge a minimum fee of One Hundred Fifty Dollars (\$150.00) for all jobs ordered on this Order Form.

Authorization to Commence Work

Central Bucks School District hereby authorizes Ricoh to proceed with services described and specified in the foregoing Statement of Work for Ricoh Services, and agrees to the terms and conditions as specified herein.

RICOH USA, INC. REVIEW SIGNATURE

By:	<u>Dean</u>	Digitally signed by Dean J. Diaz
Name:	<u>J. Diaz</u>	DN: cn=Dean J. Diaz, o=IKON, LDS, ou=Advanced Solutions Group (ASG), email=dean. diaz@ricoh-usa.com, c=US
Title:		Date: 2015.03.24 10:23:17 -04'00'
Date:		

Central Bucks School District

RICOH USA, INC.

By: _____
 Name: _____
 Title: _____
 Date: _____

By: _____
 Name: _____
 Title: _____
 Date: _____

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Processing Instruction Addenda

Imaging Grade Addendum

Document Preparation

Client Prep:

Client will perform 100% of the prep. All barriers removed all pages loose. All barcode sheets, patch sheets and document coding sheets are inserted by Client.

Light Prep:

75% of the pages within document population are loose. 25% of the population has staples, clips or other barriers. Loose documents are within large rubber-banded sections. Documents are 8 ½ by 11" or 8 ½ by 14" (Legal Size). Ricoh will insert standard barcode and document coding sheets as needed.

Heavy Prep:

More than 25% of the population has staples, clips, post it notes or other barriers. Prep also includes mixed paper sizes that require more handling and organizing and any projects marked "copy tagged pages only." Originals may need special handling with the possibility that photocopying prior to scanning will be needed (if applicable, copy price will be separate). Ricoh will insert standard barcode and document coding sheets as needed.

Quality Control

Standard QC:

All images are reviewed by the scanning specialist, not as a separate process.

Sample QC:

All images are reviewed during the scanning process. Additional page checking of images to original will be performed through a defined sampling per box.

Full Page to Page QC:

All images are reviewed during the scanning process. Each image is also reviewed against its original page for page for quality by a QC Specialist.

Reassembly

No Reassembly:

All documents will remain loose. No removal of barcode and document coding sheets necessary.

Light Reassembly:

Re-Assembly includes putting pages into folders without any staples or clips or any other type of barrier. Ricoh will not remove barcode and/or document coding sheets.

Heavy Reassembly:

Re-Assemble documents as original. All staples, clips or other barriers replaced as original. Ricoh will not remove barcode and/or document coding sheets.

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

April 14, 2015

FOR ACTION: Middle Bucks Institute of Technology Budget

Central Bucks is a part of a consortium that provides funding and support to Middle Bucks Institute of Technology. As a part of the normal process, CBSD needs to approve the MBIT budget for the 2015-2016 school year.

RECOMMENDATION:

The administration is recommending that the Board approve the Middle Bucks Institute of Technology budget for 2015-2016.

From: Jackiewicz, Roberta C. on behalf of Strouse, Kathryn
Sent: Wednesday, March 11, 2015 1:45 PM
To: WEITZEL, DAVID,
Cc: Strouse, Kathryn; Vining, Robert
Subject: MBIT 2015-2016 Budget Proposal
Attachments: 2015-16 PROPOSED GF BUDGET OTHER BUDGETS.pdf; Budget Resolution Form.pdf

Good afternoon,

The Executive Council approved our 2015-16 budgets at their meeting on March 9, 2015.

The overall increase is 3.25%, which is higher than Act 1. The main reason for this is we are starting the new Sports Therapy and Exercise Management program, teachers' salary matrix, and facing the same pension issues as you.

The budget to budget increase to the member districts is \$17,721 or 0.20%. We used committed fund balance, plus unassigned fund balances from the Adult Ed and Production funds totaling \$200,000 to reduce the member district contribution. We plan to implement a reduction in staffing by reducing two Act 93 members to half-time status, a 12 month support staff to 10 month, and replace a maintenance mechanic with a custodian.

The next step in the budget adoption process is for your school board to vote on it. Attached please find an electronic copy of the budget proposal for distribution to your board members as well as the Budget Resolution to record the vote.

Once completed, the Resolution should be returned to us.

If you have any questions or would like additional information for use in preparing your budgets, please do not hesitate to contact me.

Thank you,

Roberta Jackiewicz on behalf of Kathryn Strouse

Roberta Jackiewicz

Director's Administrative Assistant
Middle Bucks Institute of Technology
2740 Old York Road
Jamison, PA 18929
215-343-2480 Ext. 210

GENERAL FUND BUDGET HIGHLIGHTS

GENERAL OVERVIEW

To align with Act 1 of 2006, a preliminary proposed General Fund Budget was presented to the Executive Council on November 10, 2014 to provide an estimate of the planned operating and debt service expenditures for school year 2015/2016. Updated proposals were presented on February 9 and March 9, 2015. For 2015/2016, the Act 1 Index is 1.9% vs. 2.1% for 2014/2015.

The proposed General Fund expenditures and building lease rental budgets with budget-to-budget comparison summarized in table A:

Proposed General Fund Expenditures				
Table A				
	<u>2015/2016</u>	<u>2014/2015</u>	<u>\$ Change</u>	<u>% Change</u>
General Fund Proposed Expenditures	\$8,982,933	\$8,657,469	\$325,464	3.76%
Authority Lease Rental	1,472,466	1,468,364	4,102	0.28%
Total General Fund Expenditures	<u>\$10,455,399</u>	<u>\$10,125,833</u>	<u>\$329,566</u>	3.25%

This proposed financial plan provides a realistic budget to continue providing a high quality education to our students and demonstrates an effort by the Administration to continue their fiscal responsibility.

PROJECTED REVENUE & MEMBER DISTRICTS' CONTRIBUTIONS

MBIT receives its funding and revenue from local, state and federal sources. The largest portion of local revenue is Member Districts' contributions to the General Fund for career and technical education and operating expenditures. For 2015/2016, Members Districts' contributions are projected to be \$7,282,183 vs. \$7,268,564 for 2014/2015, an increase of \$13,619 or 0.19%. The funding from Member Districts is shared based on the average daily membership (ADM) of students. As has been the practice, a three year rolling average is used to allocate the contribution due for 2015/2016 from Member Districts. The rolling average projects that 743.8 half day about students will attend in 2015-16 compared to 719.6 in 2014/2015.

The actual amount to be paid by each district in 2015/2016 is adjusted by the amount due to Member Districts as of June 30, 2014 for the 2013/2014 fiscal school year. Based on the net secondary vocational costs and actual ADM at year-end June 30, 2014 versus average ADM employed in budget preparation, \$430,352 is due (to be refunded) to Member Districts in 2015/2016. See Table B and the bottom of page 15 – Total Due with Adjustment = \$6,851,831.

Table B.

Due to Members for 2013/2014 - Total Due with Adjustment

<u>2013/2014</u>	<u>Centennial</u>	<u>Central Bucks</u>	<u>Council Rock</u>	<u>New Hope- Solebury</u>	<u>Total</u>
Receipts from Members (+)	\$1,886,845	\$3,867,169	\$1,261,971	\$174,734	\$7,190,719
Voc-Ed Subsidy (+)	115,081	235,440	67,200	10,792	428,513
Net Secondary Costs (-)	<u>1,914,830</u>	<u>4,043,170</u>	<u>1,112,551</u>	<u>118,329</u>	<u>7,188,880</u>
Due to (from) Members	<u>\$ 87,096</u>	<u>\$59,439</u>	<u>\$216,620</u>	<u>\$67,197</u>	<u>\$430,352</u>
Proposed 2015/2016					
Receipts from Members	\$1,962,548	\$4,008,114	\$1,143,303	\$168,218	\$7,282,183
Less: Due to Members	<u>(\$ 87,096)</u>	<u>(\$59,439)</u>	<u>(\$216,620)</u>	<u>(\$67,197)</u>	<u>(\$430,352)</u>
Contribution Due w/Adjust.	<u>\$1,875,452</u>	<u>\$3,948,675</u>	<u>\$926,683</u>	<u>\$101,021</u>	<u>\$6,851,831</u>

LEASE RENTAL

The Member Districts make lease rental payments on behalf of MBIT to the Middle Bucks AVTS Authority to fund repayment of the Series of 2003, 2006 and 2014 bonds. The payments for 2015/2016 and 2014/2015 are \$1,472,466 and \$1,468,364, respectively. The debt service is allocated to Member Districts using the market value as determined by the State Tax Equalization Board. See page 22 for more information.

Please see Table C and page 14 for a summary of Member Districts' contributions to fund the proposed 2015/2016 and approved 2014/2015 budgets.

Proposed Member Districts' Contributions
Table C

	<u>2015/2016</u>	<u>2014/2015</u>	<u>\$ Change</u>	<u>% Change</u>
General Fund Member District Contributions	\$7,282,183	\$7,268,564	\$13,619	0.19%
Authority Lease Rental	1,472,466	1,468,364	4,102	0.28%
Total Projected Contributions	<u>\$8,754,649</u>	<u>\$8,736,928</u>	<u>\$17,721</u>	0.20%

State Subsidies are received in form of the Vocational Education Subsidy which is paid based on Vocational Average Daily Membership (VADM). Subsidy received in 2015/2016 will be based upon the VADM from 2014/2015. The Vocational Education Subsidy is projected higher than 2014/2015. The state also pays subsidies that are equivalent to one half of the cost for Social Security and Retirement.

Federal subsidy is for Carl D. Perkins Local Plan and is projected four percent lower than budgeted for 2014/2015.

**MIDDLE BUCKS INSTITUTE OF TECHNOLOGY
PROPOSED BUDGET SUMMARY**

BUDGETED GENERAL FUND CONTRIBUTIONS BY MEMBER DISTRICTS

		CENTENNIAL	CENTRAL BUCKS	COUNCIL ROCK	NEW HOPE- SOLEBURY	TOTAL
<u>2013- 2014</u>						
GENERAL FUND	Pg. 15	\$1,886,845	\$3,867,169	\$1,261,971	\$174,734	\$ 7,190,719
LEASE RENTAL DEBT	Pg. 22	207,773	669,427	476,044	115,120	1,468,364
2013-2014 CONTRIBUTIONS		<u>\$ 2,094,618</u>	<u>\$ 4,536,596</u>	<u>\$ 1,738,015</u>	<u>\$ 289,854</u>	<u>\$ 8,659,083</u>
Year-to-year percentage increase						0.23%
<u>2014- 2015</u>						
GENERAL FUND	Pg. 15	\$ 1,905,817	\$ 3,975,905	\$ 1,203,674	\$ 183,168	\$ 7,268,564
LEASE RENTAL DEBT	Pg. 22	207,773	669,427	476,044	115,120	1,468,364
2014-2015 CONTRIBUTIONS		<u>\$ 2,113,590</u>	<u>\$ 4,645,332</u>	<u>\$ 1,679,718</u>	<u>\$ 298,288</u>	<u>\$ 8,736,928</u>
Year-to-year percentage increase						0.90%
<u>2015- 2016</u>						
GENERAL FUND	Pg. 15	\$ 1,962,548	\$ 4,008,114	\$ 1,143,303	\$ 168,218	\$ 7,282,183
LEASE RENTAL DEBT	Pg. 22	220,723	\$ 665,849	471,778	114,116	1,472,466
2015-2016 CONTRIBUTIONS		<u>\$ 2,183,271</u>	<u>\$ 4,673,963</u>	<u>\$ 1,615,081</u>	<u>\$ 282,335</u>	<u>\$ 8,754,650</u>
Year-to-year percentage increase						0.20%

Note: General fund contribution is allocated to member districts using a three-year averaging of ADM.
Lease rental debt is for the Series of 2003, 2006 and 2014 Middle Bucks AVTS Authority Revenue Bonds. Lease Rental Debt is allocated based on market value as determined by Pennsylvania State Tax Equalization Board.

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

April 14, 2015

FOR ACTION: School Board Policies for Approval

School Board Policy 104 – Nondiscrimination In Employment and Contract Practices

The revisions in this policy are required to update regulations. The changes reflect the addition of the Director of Human Resources as investigator in the complaint procedure.

School Board Policy 235 – Student Rights/Responsibilities

PDE has recommended that the present School Board Policy 235 – Student Rights/Responsibilities should be updated to include a listing of responsibilities and information on surveys of students should be removed from this policy and be written into a separate policy – School Board Policy 231.1.

School Board Policy 235.1 - Surveys

PDE has recommended that guidelines on conducting surveys of students should be written into a new policy – School Board Policy 231.1. Some information on surveys was in previous School Board Policy 235. Guidelines on parents requesting to review the survey and how to opt their child out if they so desired are included in this policy. (Please note: The state law states that parents still retain their parental rights to review the survey notice and to inspect it for their child who has reached eighteen years old.

School Board Policy 239 – Foreign Exchange Students

The revisions in School board Policy 239 show the change in the required English proficiency test which has been the Secondary Level English Proficiency (SLEP) test. This test has been discontinued by ETS. This policy revision will list the test required by the district to be the one recommended by the Council on Standards for International Educational Travel. Additional information states that the district requires a score of High Intermediate or Advanced on the English proficiency test in order to be approved.

School Board Policy 405 – Employment of Per Diem Substitute Professional Employees

The revisions in this policy are required to update new state laws regarding pre-employment requirements. The changes reflect much of the information in Act 153 and 168 laws and the associated revisions to the law related to background checks and sexual misconduct.

School Board Policy 505 – Employment of Substitute and Short Term Employees

The revisions in this policy are required to update new state laws regarding pre-employment requirements. The changes reflect much of the information in Act 153 and 168 laws and the associated revisions to the law related to background checks and sexual misconduct.

RECOMMENDATION:

The administration is recommending that the Board approve School Board Policy 104 – Nondiscrimination In Employment and Contract Practices; School Board Policy 235 – Student Rights/Responsibilities; School Board Policy 235.1 – Surveys; School Board Policy 239 – Foreign Exchange Students; School Board Policy 405 – Employment of Per Diem Substitute Professional Employees; and School Board Policy 505 – Employment of Substitute and Short Term Employees.



Book	Policy Manual
Section	100 Programs
Title	Nondiscrimination in Employment/Contract Practices
Number	104
Status	Draft
Legal	<u>1. 42 U.S.C. 2000e et seq</u> <u>2. 20 U.S.C. 1681</u> <u>3. 42 U.S.C. 12101 et seq</u> <u>4. 29 U.S.C. 621 et seq</u> <u>5. 29 U.S.C. 701 et seq</u> <u>6. 43 P.S. 951 et seq</u>
Adopted	July 23, 2002
Last Revised	April 12, 2005

Authority

The Board declares it to be the policy of this district to provide to all persons equal access to all categories of employment in this district, continued employment in this district and promotion in this district, regardless of race, color, age, creed, religion, gender, sexual orientation, ancestry, national origin or handicap/disability. The district shall make reasonable accommodations for identified physical and mental impairments that constitute disabilities, consistent with the requirements of federal and state laws and regulations. [1][2][3][4][5][6]

The Board encourages employees and third parties who have been subject to discrimination to report promptly such incidents to designated employees.

The Board directs that complaints of discrimination shall be investigated promptly, and corrective action be taken when allegations are substantiated. Confidentiality of all parties shall be maintained, consistent with the district's legal and investigative obligations.

No reprisals nor retaliation shall occur as the result of good faith charges of discrimination.

Delegation of Responsibility

In order to achieve a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the Superintendent, **or designee**, as the district's Compliance Officer.

The Compliance Officer shall publish and disseminate this policy and complaint procedure at least annually to students, parents/guardians, employees, and the public. Nondiscrimination

statements shall include the position, office address, and telephone number of the Compliance Officer.

The Compliance Officer is responsible for monitoring the implementation of nondiscrimination procedures in the following areas:

1. Development of position qualifications, job description, and essential job functions.
2. Recruitment materials and practices.
3. Procedures for screening, interviewing, and hiring.
4. Promotions.
5. Disciplinary actions, up to and including termination.

The building principal or designee shall be responsible to complete the following duties when receiving a complaint of discrimination:

1. Inform the employee or third party of the right to file a complaint and the complaint procedure.
2. Notify the complainant and the accused of the progress at appropriate stages of the procedure.
3. Refer the complainant to the Compliance Officer if the building principal is the subject of the complaint.

Guidelines

Complaint Procedure – Employee/Third Party

Step 1 – Reporting

An employee or third party who believes s/he has been subject to conduct that constitutes a violation of this policy is encouraged to report the incident immediately to the building principal.

If the building principal is the subject of a complaint, the employee or third party shall report the incident to the Compliance Officer. **If the Superintendent is the subject of the complaint, the employee or third party shall report the incident directly to the Director of Human Resources.**

The complainant or reporting employee is encouraged to use the report form available from the building principal, **Director of Human Resources**, but oral complaints shall be acceptable.

Step 2 – Investigation

Upon receiving the complaint of discrimination, the building principal shall immediately notify the Compliance Officer. The Compliance Officer shall authorize the building principal to investigate the complaint, unless the building principal is the subject of the complaint or is unable to conduct the investigation.

The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the incident. The investigator may also evaluate any other information and materials relative to the investigation.

If the investigation results in a determination that the conduct being investigated may involve a violation of criminal law, the individual conducting the investigation shall inform law enforcement authorities about the incident.

The obligation to conduct this investigation shall not be negated by the fact that a criminal investigation of the incident is pending or had been concluded.

Step 3 – Investigative Report

The ~~building principal~~ **individual conducting the investigation** shall prepare a written report within fifteen (15) days, unless additional time to complete the investigation is required. The report shall include a summary of the investigation, a determination of whether the complaint had been substantiated as factual and whether it is a violation of this policy, and a recommended disposition of the complaint.

Copies of the report shall be provided to the complainant, the accused, and the Compliance Officer.

Step 4 – District Action

If the investigation results in a finding that the complaint is factual and constitutes a violation of this policy, the district shall take prompt, corrective action to ensure that such conduct ceases and will not reoccur.

Disciplinary actions shall be consistent with the Student Code of Conduct, Board policies and district procedures, applicable collective bargaining agreements, and state and federal laws.

Appeal Procedure

1. If the complainant is not satisfied with a finding that no violation of the policy or with the corrective action recommended in the investigative report, s/he may submit a written appeal to the Compliance Officer with fifteen (15) days.
2. The Compliance Officer shall review the investigation and the investigative report and may also conduct a reasonable investigation.
3. The Compliance Officer shall prepare a written response to the appeal within fifteen (15) days. Copies of the response shall be provided to the complainant, the accused, and the building principal who conducted the initial investigation.

[104-Attach.doc \(22 KB\)](#)

Last Modified by Sharon Reiner on February 24, 2015



Book	Policy Manual
Section	200 Pupils
Title	Student Rights/Responsibilities
Number	235
Status	Draft
Legal	<u>1. 24 P.S. 510</u> <u>2. 22 PA Code 12.1</u> <u>3. 22 PA Code 12.3</u> <u>4. 22 PA Code 12.4</u> <u>5. 22 PA Code 12.9</u> <u>6. 22 PA Code 12.2</u> <u>7. 20 U.S.C. 1232h</u> <u>8. 22 PA Code 4.4</u> 9. Pol. 105.1 <u>22 PA Code 12.41</u> <u>22 PA Code 403.1</u>
Adopted	July 23, 2002
Last Revised	September 12, 2006

Purpose

This policy sets forth guidelines with respect to student rights and responsibilities which shall be consistent with state and federal law, as well as State Board regulations.

Authority

The Board has the authority and responsibility to establish reasonable rules and regulations for the conduct and department of district students. At the same time, no student shall be deprived of equal treatment and equal access to the educational program, due process, a presumption of innocence, and free expression and association, in accordance with Board policy and school rules.[1][2][3][4][5]

Guidelines

Attendant upon the rights established for each student are certain responsibilities, which include regular attendance; conscientious effort in classroom work; homework; respect for the rights of others; obedience to properly constituted school authority; and compliance with the policy, rules and regulations of this district; **and expression of ideas and opinions in a respectful manner.**[6][3]

~~No student shall be required, without written parental consent for students under eighteen (18) years of age or written consent of legally emancipated students or those over eighteen (18) years, to submit to a survey, analysis, or evaluation that reveals information concerning:~~^{[7][8]}

- ~~1. Political affiliations.~~
- ~~2. Mental and psychological problems potentially embarrassing to the student or his/her family.~~
- ~~3. Sexual behavior and attitudes.~~
- ~~4. Illegal, antisocial, self-incriminating and demeaning behavior.~~
- ~~5. Critical appraisals of other individuals with whom respondents have close family relationships.~~
- ~~6. Legally recognized privileged and comparable relationships, such as those with lawyers, physicians, and ministers.~~
- ~~7. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.~~

~~However, such survey, analysis or evaluation may be conducted on a wholly voluntary basis, provided that the student and his/her parent/guardian have been informed of the nature and scope of individual surveys and their relationship to the education program and have been notified of their rights and of their right to inspect all related materials and to opt out of participation.~~

~~All instructional materials, including teachers' manuals, films, tapes, or other supplementary instructional material to be used in the instructional program shall be available for inspection by the parents/guardians of students.~~^[9]

~~A student who has reached the age of eighteen (18) years possesses the full rights of an adult and may authorize those school matters previously handled by his/her parents/guardians. The parent/guardian of each student reaching the age of eighteen (18) shall be informed of the student's rights.~~

~~Delegation of Responsibility~~

~~The Superintendent or designee shall develop and promulgate procedures consistent with law and Board policy to ensure that student rights under varying conditions are properly described.~~

~~It shall be the responsibility of the student to:~~

- ~~1. Be aware of all policies, rules and regulations for student behavior and conduct him/herself accordingly. Each student shall assume that, until a rule is waived, altered or repealed in writing, it is in effect.~~
- ~~2. Volunteer information in matters relating to the health, safety and welfare of the school community and the protection of school property.~~

3. Dress and groom to meet standards of safety and health, and not to cause substantial disruption to the educational processes.
4. Assist the school staff in operating a safe school.
5. Comply with federal, state and local laws.
6. Exercise proper care when using district facilities, school supplies and equipment.
7. Attend school daily and be on time to all classes and other school functions.
8. Make up work when absent from school.
9. Pursue and attempt to satisfactorily complete the courses of study prescribed by local school authorities.
10. Report accurately in student media.
11. Not use obscene language in student media or on school property.

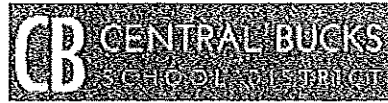
Violations of this policy may result in disciplinary action, consistent with the Code of Student Conduct and Board policy.

A listing of students' rights and responsibilities shall be included in the Code of Student Conduct, which shall be distributed annually to students and parents/guardians.

Delegation of Responsibility

The Superintendent or designee shall develop administrative regulations consistent with law and Board policy to ensure that student rights under specific conditions are properly recognized and maintained.

Last Modified by Sharon Reiner on February 24, 2015



Book	Policy Manual
Section	200 Pupils
Title	Surveys
Number	235.1
Status	Draft
Legal	<u>1. 20 U.S.C. 1232h</u> <u>2. 22 PA Code 12.41</u> 3. Pol. 105.1 <u>4. 22 PA Code 4.4</u>

Purpose

This policy sets forth guidelines regarding the conduct of surveys and collection and use of information consistent with law and regulations.

Definitions

Personal information means individually identifiable information, including a student's or parent's/guardian's first and last name; home or physical address, including street name and the name of the city or town; telephone number; or social security number.[1]

For purposes of this policy, protected information, as addressed by the Protection of Pupil Rights Amendment (PPRA), includes:[1]

1. Political affiliations **or beliefs of the student or student's parent/guardian.**
2. Mental or psychological problems of the student or student's family.
3. ~~Sex~~ **Sexual** behavior or attitudes.
4. Illegal, anti-social, self-incriminating or demeaning behavior.
5. Critical appraisals of other individuals with whom respondents have close family relationships.
6. Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers.
7. **Religious practices, affiliations, or beliefs of the student or student's parent/guardian.**
8. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

Authority

All surveys and instruments used to collect information from students shall related to the district's educational objectives. [2]

Any survey conducted in the district must be approved by the Superintendent or designee prior to administration to students.

Guidelines

No student shall be required without written parental consent for students under eighteen (18) years of age or written consent of emancipated students or those over eighteen (18) years of age to submit to a **any** survey, analysis or evaluation that reveals **protected** information. 1]

However, such survey, analysis or evaluation may be conducted on a wholly voluntary basis, provided that the student and his/her parent have been informed of the nature and scope of **the** individual surveys and their relationship to the educational program and have been notified of their rights and of their right to inspect all related materials and to opt out of participation.

Parents/guardians have the right to inspect, upon request, a survey prior to administration or distribution to students. Such requests shall be in writing and submitted to the building principal. [2][1]

If after review of a survey, parents/guardians wish to exclude their child from participation, they may do so in writing to the building principal.

Student and Parent/Guardian Rights

Under federal law, the rights provided to parents/guardians under this policy transfer to the student when the student turns eighteen (18) years old or is an emancipated minor. These rights do not transfer under state law; therefore, parents/guardians retain their rights to receive notice and to inspect.[4][2][1]

Delegation of Responsibility

The Superintendent or designee shall notify parents/guardians and students annually of:[1]

- 1. This policy and its availability.**
- 2. How to opt their child out of participation in activities as provided in this policy.**
- 3. How to request access to any survey or other material described in this policy.**

The Superintendent or designee shall establish administrative regulations for protecting student identity and privacy in the administration of protected information surveys.

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Last Modified by Sharon Reiner on March 9, 2015



Book	Policy Manual
Section	200 Pupils
Title	Foreign Exchange Students
Number	239
Status	Draft
Legal	<u>1. 8 U.S.C. 1101</u> 2. Pol. 203 <u>22 CFR Part 62</u>
Adopted	July 23, 2002
Last Revised	June 28, 2011

Purpose

In order to promote cultural awareness and understanding and to provide diverse experiences to district students, the Board shall admit foreign exchange students into district schools.

Authority

The Board shall accept foreign exchange students who meet the established guidelines for admission to district schools.[1]

The school district reserves the right to work with exchange organizations as it deems appropriate. Organizations sponsoring foreign exchange students in Central Bucks School District must be approved by the Council on Standards for International Educational Travel. Approved organizations must maintain a network of qualified and trained local representatives, living in or near the community, with responsibility for each student; and approved organizations should provide hands-on monitoring, orientation, ongoing support for the host family and student, and responsiveness to school needs.

A limit of three (3) foreign exchange students will be admitted to each high school in a school year.

Delegation of Responsibility

The Superintendent or designee shall be responsible for determining the visa status and eligibility of foreign exchange students applying for admission to district schools. All foreign exchange students sponsored by an exchange organization approved by the Council on Standards for International Educational Travel must have a J-1 visa.

All potential organizations or individuals applying for admission shall forward the request to the Superintendent or designee as early as possible in the preceding school year of attendance. No applications for foreign exchange student admission will be accepted after July 15.

Guidelines

The application for foreign exchange student enrollment should include an academic transcript; a medical history which includes a recent physical exam and proof of immunizations; information about the student and natural parents; and a letter written by the student.[2]

The student must have demonstrated proficiency in English on the Secondary Level English Proficiency (SLEP) test **recommended by the Council on Standards for International Educational Travel (CSIET)**. Scores from this test must be included in the application. **An exchange student must score in the High Intermediate or Advanced range on this test in order to be accepted for study in Central Bucks.** It is understood that English as a Second Language (ESL) instruction is not available to exchange students. There is no obligation to provide any special services, tutoring, supplies or equipment.

It is expected that the exchange organization will have conducted an in-person interview as part of the application process.

Exchange students must be socially, emotionally and academically appropriate for high school (grades 10 -12), be between sixteen (16) and eighteen (18) years of age, and must be in good standing in their respective countries. **Note: The exchange student applying for placement in Central Bucks School District must be at least 16 years old when the academic year being requested begins.**

The Superintendent or designee reserves right of final approval on all student placements.

Once admitted, all exchange students shall be subject to all district policies and regulations governing students.

Exchange students are expected to take a full schedule of high school classes. Exchange students will be registered in one (1) core subject each semester and physical education/health.

Exchange students may not be enrolled for more than one (1) academic year.

Exchange students may not be high school graduates in their respective countries.

Exchange students do not qualify for a Central Bucks School District diploma. A certificate of attendance will be provided for the student.

Exchange students must reside with a Central Bucks resident for the duration of their enrollment in Central Bucks School District.

Exchange students must have medical and accident insurance that meets or exceeds U.S. Department of State guidelines.

Exchange students may participate in extracurricular activities and interscholastic activities while enrolled in a Central Bucks School District high school and are subject to all district policies and regulations governing such activities.

Last Modified by Sharon Reiner on March 11, 2015



Book	Policy Manual
Section	400 Professional Employees
Title	Employment of Per Diem Substitute Professional Employees
Number	405
Status	Draft
Legal	<u>1. 24 P.S. 1101</u> <u>2. 24 P.S. 1106</u> <u>3. 24 P.S. 1148</u> <u>4. 24 P.S. 111</u> <u>5. 23 Pa. C.S.A. 6301</u> <u>6. 42 U.S.C. 653a</u>
Adopted	July 23, 2002

Purpose

Qualified and competent substitute teachers and other professional employees shall be employed in order to provide continuity in the educational program of the schools.

Authority

The Board shall approve annually the names of potential substitute professional employees and the positions in which they may substitute. [1][2][3]

Additional names may be added to the list of substitutes by the Board during the school year.

Guidelines

Utilization of substitutes prior to approval by the Board is authorized when their use is required to maintain continuity in the educational program **and the candidate has satisfied legal pre-employment requirements**. Retroactive approval shall be recommended to the Board at the next regular meeting.

A candidate's misstatement of fact material to qualifications for employment or determination of salary shall constitute grounds for dismissal by the Board.

Pre-Employment Requirements (New Section)

The district shall conduct an employment history review in compliance with state law prior to issuing an offer of substitute employment to a candidate. The employment history review shall remain valid as long as the substitute continues to be employed by the district or remains on the approved substitute list. Failure to

accurately report required information shall subject the candidate to discipline up to, and including, denial of employment or termination if already hired, and may subject the candidate to civil and criminal penalties. The district may use the information for the purpose of evaluating an applicant's fitness to be hired or for continued employment and may report the information as permitted by law.

~~No~~**A candidate shall not be employed until such candidate has complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of that screening process. [4][5]**

Each candidate shall report, on the designated form, arrests and convictions as specified on the form. Candidates shall likewise report arrests and/or convictions that occur subsequent to initially submitting the form. Failure to accurately report such arrests and convictions may subject the individual to denial of employment, termination if already hired, and/or criminal prosecution.

A candidate for employment in the district shall not receive a recommendation for employment without evidence of his/her certification when such certification is required.

The district shall submit a New Hire Report for each employee required to be reported by law.[6]

Delegation of Responsibility

Substitutes hired on a per diem basis shall be entitled only to the wages approved by the Board on a per diem basis.

The Superintendent or designee shall recruit and screen candidates for substitute employment and shall develop procedures for the assignment of substitutes, report such assignments to the Board periodically, and develop methods of evaluating substitute teachers.

Last Modified by Sharon Reiner on February 24, 2015



Book	Policy Manual
Section	500 Classified Employees
Title	Employment of Substitute and Short-Term Employees
Number	505
Status	Draft
Legal	<u>1. 24 P.S. 406</u> 2. Pol. 528 <u>3. 24 P.S. 111</u> <u>4. 22 PA Code 8.1 et seq</u> <u>5. 23 Pa. C.S.A. 6301 et seq</u> <u>6. 42 U.S.C. 653a</u> <u>24 P.S. 108</u> Pol. 000 Pol. 504
Adopted	July 23, 2002
Last Revised	January 25, 2012

Authority

Qualified and competent substitute and short-term employees shall be employed in order to provide continuity in the operation of the district.

The Board shall approve annually the names of potential substitute classified personnel and the positions in which they may substitute. Additional names may be added to the list of substitutes by the Board during the school year.^[1]

The Board shall approve the employment, set the compensation, and establish the period and terms of employment for each short-term classified employee.^{[1][2]}

Guidelines

Any employee's ~~A candidate's~~ misstatement of fact material to qualifications for employment or determination of salary shall constitute grounds for **denial of employment or dismissal** by the Board **if already hired**.

Utilization of substitute or short-term employees prior to approval by the Board is authorized when necessary to maintain continuity of services in the district **and the candidate has satisfied legal pre-employment requirements**. Retroactive employment shall be recommended to the Board at the next meeting.

Pre-Employment Requirements (New Section)

The district shall conduct an employment history review in compliance with state law prior to issuing an offer of substitute employment to a candidate. The employment history review shall remain valid as long as the substitute continues to be employed by the district or remains on the approved substitute list. Failure to accurately report required information shall subject the candidate to discipline up to, and including, denial of employment or termination if already hired, and may subject the candidate to civil and criminal penalties. The district may use the information for the purpose of evaluating an applicant's fitness to be hired or for continued employment and may report the information as permitted by law.

~~No~~ A candidate shall **not** be employed until such ~~candidate~~ **the individual** has complied with the mandatory background check requirements for criminal history and child abuse and **the district has evaluated the results of that screening process.**[3][4][5]

Each candidate shall report, on the designated form, arrests and convictions as required by law. **Candidates shall likewise report arrests and/or convictions that occur subsequent to initially submitting the form.** Failure to accurately report such arrests and convictions may, depending on the nature of the offense, subject the individual to ~~disciplinary action up to and including~~ **denial of employment**, termination if already hired, and/or criminal prosecution. ~~Current employees shall use the designated form to report to the Superintendent or designee, within seventy-two (72) hours of the occurrence, an arrest or conviction required to be reported by law.~~[3]

The district shall submit a New Hire Report for each employee required to be reported by law.[6]

Delegation of Responsibility

The Superintendent or designee shall develop and implement procedures to recruit, screen, recommend, assign and evaluate candidates for classified employment.

~~The administration shall seek recommendations from former employers and others to assess the candidate's qualifications. Recommendations and references shall be retained confidentially and for official use only.~~

Last Modified by Sharon Reiner on February 24, 2015

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

April 14, 2015

FOR ACTION: Personnel Items

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

RECOMMENDATION:

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

RESIGNATIONS

Name: Stacy Bunn
Position: Duty Assistant – Central Bucks High School – South
Effective: April 1, 2015

Name: Christian Godshalk
Position: Building Utility – Groveland Elementary School
Effective: March 13, 2015

Name: Briana Jaworski
Position: Elementary teacher – Groveland Elementary School
Effective: June 22, 2015

Name: Edward Martin
Position: Personal Care Assistant – Central Bucks High School – East
Effective: April 14, 2015

Name: William Miles
Position: Assistant Principal – Central Bucks High School – South
Effective: June 26, 2015

Name: Melissa Ventresca
Position: Special Education Assistant – Unami Middle School
Effective: March 31, 2015

Name: Andrea Wolfe
Position: Personal Care Assistant – Central Bucks High School – West
Effective: April 1, 2015

RETIREMENTS

Name: Anthony Alba
Position: Assistant Night Custodian Supervisor – Facilities Department
Effective: May 8, 2015

Name: Nancy Barba
Position: Special Education Assistant – Buckingham Elementary School
Effective: June 18, 2015

Name: Joan Collier
Position: Special Education teacher – Central Bucks High School – East
Effective: June 22, 2015

Name: Andrea Fein
Position: Art teacher – Buckingham Elementary School
Effective: June 30, 2015

RETIREMENTS (Cont'd)

Name: Monica Forst
Position: PEN teacher – Barclay Elementary School
Effective: June 22, 2015

Name: Denise Gealer
Position: Elementary teacher – Groveland Elementary School
Effective: June 22, 2015

Name: Marlene Greenberg
Position: School Nurse – Lenape Middle School
Effective: June 22, 2015

Name: Marjorie Keefer
Position: Special Education teacher – Holicong Middle School
Effective: June 22, 2015

Name: Aleen McGinty
Position: Mathematics teacher – Tohickon Middle School
Effective: June 22, 2015

Name: Nancy Moran
Position: Family/Consumer Science teacher – Central Bucks High School – South
Effective: June 22, 2015

Name: Mary Muth
Position: Chemistry teacher – Central Bucks High School - West
Effective: June 22, 2015

Name: Nancy Phillips
Position: Family/Consumer Science teacher – Central Bucks High School – West
Effective: June 22, 2015

Name: Santokh Rinpoche
Position: Speech Correction – Central Bucks High School – South
Effective: June 22, 2015

Name: Janet Rodenhausen
Position: Special Education teacher – Unami Middle School
Effective: June 22, 2015

Name: Patti Shelly
Position: Elementary teacher – Groveland Elementary School
Effective: June 22, 2015

RETIREMENTS (Cont'd)

Name: Linda Strychowski
Position: Elementary teacher – Groveland Elementary School
Effective: June 22, 2015

Name: Lynne Taylor
Position: Special Education Assistant – Unami Middle School
Effective: May 29, 2015

LEAVES OF ABSENCE

Kelly Brazil Elementary teacher – Jamison Elementary School
August 27, 2015 – November 3, 2015

Susan Fugate Science teacher – Tohickon Middle School
March 16, 2015 – August 2015 (Intermittent)

Lisa Lowery Elementary teacher – Bridge Valley Elementary School
June 1, 2015 – October 9, 2015

Krissa Mayhew Special Education teacher – Central Bucks High School – South
June 2, 2015 – January 26, 2016

Aileen Orchinik Biology teacher – Central Bucks High School – South
August 27, 2015 – November 18, 2015

Jean-Marie Perry Hearing Impaired teacher – Gayman Elementary School
September 3, 2015 – November 27, 2015

Stacey Romeo Transportation Assistant – Transportation Department
April 23, 2015 – June 2015

Shara Smith Special Education teacher – Warwick Elementary School
August 27, 2015 – January 26, 2016

Lisa Welch Special Education teacher – Tohickon Middle School
May 14, 2015 – August 2015

APPOINTMENTS

Name: Tina Bartholomew
Position: (Temporary) Custodian – Central Bucks High School – West
\$15.32 per hour
Effective: April 6, 2015

APPOINTMENTS (Cont'd)

Name: Maria Bates
Position: Personal Care Assistant – Holicong Middle School
\$12.14 per hour
Effective: March 26, 2015
Reason: Employee Resignation

Name: Laura Borgia
Position: Personal Care Assistant – Central Bucks High School – East
\$12.14 per hour
Effective: April 7, 2015
Reason: New Position

Name: Kathy Dando
Position: (Temporary) Duty Assistant – Mill Creek Elementary School
\$12.14 per hour
Effective: March 25, 2015
Reason: Employee Leave

Name: Erica Fitzgerald
Position: Personal Care Assistant – Kutz Elementary School
\$12.14 per hour
Effective: March 9, 2015
Reason: Employee Resignation

Name: Lisa Fortunato
Position: Duty Assistant – Central Bucks High School – South
\$12.14 per hour
Effective: April 1, 2015
Reason: Employee Resignation

Name: Cassandra Gakos
Position: (Temporary) Summer Intern – Operations Department
\$15.00 per hour
Effective: May 26, 2015
Reason: Summer Internship

Name: Lindsey Hollingsworth
Position: (Temporary) Special Education Assistant – Unami Middle School
\$13.87 per hour
Effective: April 1, 2015
Reason: Employee Transfer

APPOINTMENTS (Cont'd)

Name: Joseph King
Position: Personal Care Assistant – Central Bucks High School – West/Lifeworks
\$12.64 per hour
Effective: April 7, 2015
Reason: Employee Resignation

Name: Matthew Pirolli
Position: (Temporary) Special Education Assistant – Barclay Elementary School
\$13.87 per hour
Effective: March 23, 2015
Reason: Employee Leave

Name: Sharon Roney
Position: (Temporary) Custodian – Warwick Elementary School
\$15.32 per hour
Effective: April 7, 2015
Reason: Employee Leave

LONG-TERM SUBSTITUTE TEACHERS

Name: Katherine Jaber
Position: Special Education teacher – Cold Spring Elementary School
\$48,939.30 per annum (B+27 credits, Step 1)
Effective: January 5, 2015 until the end of the 2014-2015 school year

LONG-TERM PER DIEM SUBSTITUTE TEACHERS

Name: Lauren Malakoff
Position: Elementary teacher – Bridge Valley Elementary School
\$150 per day
Effective: April 7, 2015

Name: John Fitzgibbons
Position: Special Education teacher – Lenape Middle School
\$150 per day
Effective: March 23, 2015

Name: Laura Niland
Position: Elementary teacher – Bridge Valley Elementary School
\$150 per day
Effective: March 25, 2015

Name: Katelyn Ortendahl
Position: Physical Education teacher – Barclay Elementary School
\$150 per day
Effective: March 13, 2015

CLASSIFICATION CHANGES

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Sandra Bernstein	Duty Assistant Lenape \$12.14 Per Hour	Special Education Assistant Unami \$14.37 Per Hour	4/13/15
Amanda Cappella	Special Education Assistant Unami \$14.37 Per Hour	Personal Care Assistant Unami \$12.14 Per Hour	4/2/15
Edward Julian	(Temp) Custodian Tamanend No Change In Salary	(Perm) Custodian CB South No Change In Salary	4/1/15

COMMUNITY SCHOOL STAFF

Chelsea Braun	Before/After School Educational Assistant	\$13.87/hour
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SPRING SPORTS 2015-2016		Holicong Middle School								
		EDR units	Longevity	Units paid	Name	New Hire	V/JV/Both	B/G/Coed	Start Year	Total Paid
TRACK & Field	Head	11	4	15	Brad Cochran		both	Coed	2001/02	\$4,003.95
	Assistant	6	2	8	Mike Weir		both	Coed	2007/08	\$2,135.44
	Assistant	6	2	8	Tim Barno		both	Coed	na	\$2,135.44
BASEBALL	8th grade	8		8	Kelley Reed	yes	V	Boys	na	\$2,135.44
	7th grade	7		7	Michael Jones		JV	Boys	na	\$1,868.51
SOFTBALL	8th grade	8		8	Kate Gulkis		V	Girls	2010/11	\$2,135.44
	7th grade	7		7	Molly Kline		JV	Girls	na	\$1,868.51
SOCCER-Spring	8th grade	8		8	Nels Updale		V	Girls	na	\$2,135.44
	7th grade	7		7	Kelly Chioffe	yes	JV	Girls	na	\$1,868.51
									Total=	\$20,286.68

SPRING SPORTS 2014-2015		Lenape Middle School								
		EDR units	Longevity	Units paid	Name	New Hire	Start Year	V/JV/Both	B/G/Coed	TOTAL PD
TRACK & Field	Head	9	8	17	Rodger Przbylowski		1991-92	Both	Coed	\$4,537.81
	Assistant	7		7	Ashleigh Deluca	x	na	Both	Coed	\$1,868.51
	Assistant	7		7	Krysten Momsen	x	na	Both	Coed	\$1,868.51
BASEBALL	8th grade	8		8	Steve Lichter	x	na	Varsity	Boys	\$2,135.44
	7th grade	7		7	Bill Reynolds	x	na	JV	Boys	\$1,868.51
SOFTBALL	8th grade	8	2	10	Matt Fash		2009-10	Varsity	Girls	\$2,669.30
	7th grade	7		7	Andrew Burgess	x	na	JV	Girls	\$1,868.51
SOCCER-Spring	8th grade	8		8	Stephanie Thomas		na	Varsity	Girls	\$2,135.44
	7th grade	7		7	Erica Dillman		na	JV	Girls	\$1,868.51
								TOTAL=		\$20,820.54

SPRING SPORTS 2014-2015		Tamanend Middle School								
		EDR units	Longevity	Units paid	Name	New Hire	Start Year	V/JV/BOTH	B/G/COED	Total Paid
TRACK & Field	Head	11	6	17	Maria Vitacco		1999/2000	B	C	\$4,537.81
	Assistant	7	2	9	Ryan Lenet		2008/2009	B	C	\$2,402.37
	Assistant	5		5	Nicole Barlow		na	B	C	\$1,334.65
BASEBALL	8th grade	8-split	2	8	Kevin Ketter		2005/2006	V	B	\$2,135.44
	8th grade			2	Jeff Parker		na	V	B	\$533.86
	7th grade	7		7	John Heisey		2009/2010	JV	B	\$1,868.51
SOFTBALL	8th grade	8		8	Krista Bodkin		na	V	G	\$2,135.44
	7th grade	7		7	Dana Walter		na	JS	G	\$1,868.51
SOCCER-Spring	8th grade	8		8	Paul Eisold		na	B	G	\$2,135.44
	7th grade	7		7	Paul Eisold		na	B	G	\$1,868.51
Total=										\$20,820.54

SPRING SPORTS 2014-2015		Tohickon Middle School							
		EDR units	Longevity	Units paid	Name	V/JV/Both	B/G/COED	New	Start Year
TRACK & Field	Head	11-split	4	13	Frank Pustay	B	C		2002-2003
	Assistant	6	4	11	Michael Bartosiewicz	B	C		2003-2004
	Assistant	6	2	9	Jarred Levenson	B	C		2005-2006
BASEBALL	8th grade	8		8	Nathan Harris	V	B		na
	7th grade	7		7	Robert Williams	JV	B		na
SOFTBALL	8th grade	8		8	Allison Lewis	V	G		na
	7th grade	7		7	Andrea Belleavance	JV	G		na
SOCCER-Spring	8th grade	8		8	Miro Kamenik	V	G		na
	7th grade	7		7	Amanda Mangold	JV	G		na

SPRING SPORTS EDRs 2014-2015		Unami Middle School							
		EDR units	Longevity	Units paid	Name	V/JV	B/G/Coed	Start Yr	Total PD
TRACK & FIELD	Co-Head	9-split	10	18	Don Nehoda	Both	Coed	86/87	\$4,804.74
	Co-Head	7-split	2	10	Jan Yerkes	Both	Coed	09/10	\$2,669.30
	Assistant	7		7	Leanne Lukens	Both	Coed	na	\$1,868.51
BASEBALL	Head	8	2	10	James Jones	V	B	08/09	\$2,669.30
	Assistant	7		7	Chris Pierangeli	JV	B	na	\$1,868.51
SOFTBALL	Head	8		8	Brandy Cooley	V	G	na	\$2,135.44
	Assistant	7		7	Faith Barlow	JV	G	na	\$1,868.51
SPRING SOCCER	Head	8		8	Danielle Weber	V	G	na	\$2,135.44
	Assistant	7		7	George Litzke	JV	G	na	\$1,868.51
								Total=	\$21,888.26

SPRING SPORTS 2015		Central Bucks East									
		EDR units	Long.	Units pd	Name	V/JV	B/G/Co	New	Start Yr	Total Pd	
TRACK	Head	14-split	12	13	Gerry Stemplewicz	V	C		1984/85	\$3,470.09	
BOYS	Assistant	8	2	10	Paul Wilson	V	B		2005/06	\$2,669.30	
	Assistant	4-split		6	Ollie Boucher	V	C		2010/11	\$1,601.58	
	Assistant			6	Alex Kane	V	B		na	\$1,601.58	
	Assistant			5	Michael King	V	B		N/A	\$1,334.65	
TRACK	Head	14	4	18	Sam Losorelli	V	G		2004/05	\$4,804.74	
GIRLS	Assistant	8		8	Steve Martin	V	G		2010/11	\$2,135.44	
	Assistant	4-split		2	Steve Martin	V	G		2010/11	\$533.86	
	Assistant			1	Justine Smith	V	G		na	\$266.93	
	Assistant			1	Katherine Leyland	V	G		na	\$266.93	
VOLLEYBALL	Head	16	2	18	Rob Minschwaner	B	B		2009/10	\$4,804.74	
BOYS	Assistant	9	2	11	Steve Eaton	B	B		2009/10	\$2,936.23	
BASEBALL	Head	14	2	16	Kyle Dennis	V	B		2007/08	\$4,270.88	
	Assistant	8-split	2	9	Brian Oakes	V	B		2007/08	\$2,402.37	
	Assistant	4	2	6	Matt Wolf	JV	B		2008/09	\$1,601.58	
	Assistant			1	Kurt Wachowski	JV	B		N/A	\$266.93	
SOFTBALL	Head	14	2	16	Erin Scott	B	G		2008/09	\$4,270.88	
	Assistant	8-split	4	10	John Hasson	B	G		2004/05	\$2,669.30	
	Assistant	4-split	2	8	Karl Knapp	B	G		2007/08	\$2,135.44	
LACROSSE	Head	14		14	Kelly White	B	G		na	\$3,737.02	
GIRLS	Assistant	8		8	Lauren Distler	B	G		na	\$2,135.44	
LACROSSE	Head	14	4	18	Bruce Garcia	V	B		2001/02	\$4,804.74	
BOYS	Assistant	8-Split		8	James Mithoefer	B	B		na	\$2,135.44	
TENNIS	Head	10	2	12	Lynda Goldschmidt	V	B		2005/06	\$3,203.16	
BOYS	Assistant	6		6	Lisa Wiley	JV	B		na	\$1,601.58	
									Total =	\$61,660.83	

SPRING SPORTS 2014-15		Central Bucks HS South								
		EDR units	Longevity	Units pd	Name	Level	B/G/Coed	New	Start Year	Paid
TRACK-BOYS	Head	14	4	18	Jason Gable	V/JV	B		2004/2005	\$4,804.74
	Assistant	8-split	4	9	Michael Cox	V/JV	B		2003/2004	\$2,402.37
	Assistant	4-split	4	8	Justin Crump	V/JV	B		2004/2005	\$2,135.44
	Assistant			3	Jon Eisemann	V/JV	B	***	na	\$800.79
TRACK-GIRLS	Head	14		14	Kerri Nash	V/JV	G		NA	\$3,737.02
	Assistant	8	2	10	Paul Poiesz	V/JV	G		2010/2011	\$2,669.30
	Assistant	4-split	4	8	Justin Crump	V/JV	G		2004/2005	\$2,135.44
VOLLEYBALL-Spring	Head	16-split		14	Kurt Godfrey	V	B		2009/2010	\$3,737.02
	Assistant	9-split		6	Matt Ehlers	V	B		NA	\$1,601.58
				5	Kyle Zaluski	JV	B		NA	\$1,334.65
BASEBALL	Head	18	2	20	Mike Schaefer	V	B		2009/2010	\$5,338.60
	Assistant	8-split		6	Jeff Bonsall	JV	B		NA	\$1,601.58
	Assistant	4			OPEN					
SOFTBALL	Head	14-split	2	15.5	Dan Hayes	V	G		2009/2010	\$4,137.42
	Assistant	8 split	4	8.5	Victor Volpe	V	G		2004/2005	\$2,268.91
	Assistant	4-split		4	Nick Perez	JV	G		NA	\$1,067.72
	Assistant			4	Mike Risich	JV	G		NA	\$1,067.72
LACROSSE-GIRLS	Head	14	2	16	Janique Craig	V	G		2004/2005	\$4,270.88
	Assistant	8		8	Sarah DeCherney	JV	G		NA	\$2,135.44
LACROSSE-BOYS	Head	14		14	Mike Sharman	V	B		NA	\$3,737.02
	Assistant	8		8	Scott Jones	JV	B	***	NA	\$2,135.44
TENNIS-Boys	Head	10		10	Mary Lou Cardie	V	B	***	NA	\$2,669.30
	Assistant	6		6	Kristen Summers	JV	B	***	NA	\$1,601.58
									Total =	\$57,389.95

SPRING SPORTS		C.B. WEST								
2015										
		Units	Long	Units Paid	Name	V/JV or Both	B/G/Coed	New Hire	Start Year	Total Paid
TRACK - BOYS	Head	14	2	16	Greg Wetzel	V	B		06/07	\$4,270.88
	Assistant	8		8	John Mahoney	V	B		10/11	\$2,135.44
	Assistant	4	12	13	Tom Conboy	V	B		84/85	\$3,470.09
	Assistant			3	M.Scott Sherwood	V	B		10/11	\$800.79
TRACK - GIRLS	Head	14	4	14	Kiki Bell	V	G		00/01	\$3,737.02
	Assistant	8		6	Erv Hall	V	G		10/11	\$1,601.58
	Assistant	4		3	Warren Robertson	V	G		10/11	\$800.79
	Assistant			1	Scott Sherwood	V	G		10/11	\$266.93
					6	Kevin Munnely	V	G		na
VB - BOYS	Head	16		13	Todd Miller	V	B		10/11	\$3,470.09
	Assistant	9		6	Rick Fhers	V	B		10/11	\$1,601.58
	Assistant			5	Nate Seidle	JV	B	X	na	\$1,334.65
	Assistant			1	Brad Finch	V/JV	B		na	\$266.93
BASEBALL	Head	14		14	Brad Tracy	V	B	X	na	\$3,737.02
	Assistant	8		5	Geoff Campbell	V	B	X	na	\$1,334.65
	Assistant	4		5	Jeff Layton	JV	B	X	na	\$1,334.65
	Assistant			2	Josh Hirsch	JV	B	X	na	\$533.86
SOFTBALL	Head	14		14	Jim Taylor	V	G		na	\$3,737.02
	Assistant	8		5	Marissa Nagle	V/JV	G	X	na	\$1,334.65
	Assistant	4		5	Jessica Weckerman	JV	G	X	na	\$1,334.65
	Assistant			2	Mike Mosiniak	V/JV	G		na	\$533.86
LAX - BOYS	Head	14	4	18	Matt Coverdale	V	B		01/02	\$4,804.74
	Assistant	8	2	10	Albert Synder	V/JV	B		05/06	\$2,669.30
LAX-G	Head	14		14	Tara Schmucker	V	G		09/10	\$3,737.02
	Assistant	8		8	Rebecca Carteeharing	V/JV	G		na	\$2,135.44
TENNIS - BOYS	Head	10	2	12	Frank Mancini	V	B		05/06	\$3,203.16
	Assistant	6		6	Brian Weaver	JV	B		na	\$1,601.58
									TOTAL=	\$57,389.95

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

April 14, 2015

FOR ACTION: Student Trips

The CB West Spanish 5 classes are planning to travel to New York on April 27, 2015. Spanish 5 is a course devoted to culture and communication. The third unit focuses on Spanish art, specifically the Spanish masters: Velazquez, El Greco, Goya, Picasso, Dali and Miro. The Metropolitan Museum of Art houses collections from each of these artists. Students will be introduced to the paintings in the classroom and then be able to view them in the museum. Two teachers, forty students, and one parent plan to travel to New York. The cost of \$45 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 Harrisburg, PA on April 30 – May 1, 2015. The Scholar's Bowl Team will be representing Bucks County at the State Championships. One teacher and five students plan to travel to Harrisburg. The cost of \$100 for the trip is being paid by the students.

The CB East AP Spanish Class and Spanish Honor Society are planning to travel to New York on June 9, 2015. Repertorio Español meets the World Language Standards of understanding products and perspectives of other cultures; using the language both within and beyond the school; understanding language through comparisons and reinforcing knowledge of other disciplines. Two teachers, sixty students, and two parents plan to travel to New York. The cost of \$87 for the trip is being paid by the students. Provisions have been made for any students with a financial need.

RECOMMENDATION:

The administration is recommending that the Board approve the CB West Spanish 5 classes to travel to New York on April 27, 2015; the CB East Scholar's Bowl team to travel to Harrisburg, PA. on April 30-May 1, 2015; and the CB East AP Spanish class and Spanish Honor Society to travel to New York on June 9, 2015.



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 March 23, 2015

PERMISSION IS REQUESTED TO FACILITATE A FIELD TRIP TO
 DESTINATION(S) Metropolitan Museum of Art
 ADDRESS(ES) 1000 5th Avenue, New York, NY 10028
 DATE(S) April 27, 2015

NAME OF SCHOOL Central Bucks High School West
 SCHOOL GROUP (Band, Debate, Sports Team, etc.) Spanish 5 classes - Mrs. Divita and Mrs. Zaleski
 NAME OF SCHOOL GROUP SPONSOR Theresa Divita SPONSOR SIGNATURE Theresa Divita
 NUMBER OF STUDENTS IN GROUP 40 NUMBER OF STUDENTS PARTICIPATING IN TRIP 40
 COST TO EACH STUDENT \$45.00 PROVISION FOR THOSE UNABLE TO PAY SGO Giving Fund
from Student Activity Fund
 MEANS OF FUNDING TRIP Student/Parent Responsibility
 NUMBER OF TEACHERS 2 NUMBER OF PARENTS 1 = 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): Spanish 5 is a course devoted to culture and communication. Our third unit focuses on Spanish art, specifically the Spanish masters: Velazquez, El Greco, Goya, Picasso, Dali and Miro. The Metropolitan Museum of Art houses collections from each of these artists. Students will be introduced to the paintings in the classroom and then be able to view them in the museum

PLEASE ATTACH A DETAILED ITINERARY.

TRANSPORTATION **Bus Company Hagey Coach, Inc., Chapter #41537
 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 CB West
 DATE 3/23/15
 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 27 March 2015

PERMISSION IS REQUESTED TO FACILITATE A FIELD TRIP TO

DESTINATION(S) Harrisburg Hilton State Capital Bldg.

ADDRESS(ES) Harrisburg, PA

DATE(S) 4/30 & 5/1/2015

NAME OF SCHOOL CB East

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

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

NUMBER OF STUDENTS IN GROUP 5 NUMBER OF STUDENTS PARTICIPATING IN TRIP 5

COST TO EACH STUDENT \$100 PROVISION FOR THOSE UNABLE TO PAY none

MEANS OF FUNDING TRIP student fees

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

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

EDUCATIONAL PURPOSE FOR TRIP (Include objective, invitation, if applicable): Scholar's bowl team representing Bucks Co. at state championships

PLEASE ATTACH A DETAILED ITINERARY.

TRANSPORTATION **Bus Company CB Van

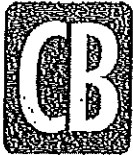
Airline (Name of Carrier) _____

Other (Specify) _____

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

PRINCIPAL SIGNATURE [Signature] SCHOOL CB EAST
 DATE 3/30/2015

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 3/20/2015

PERMISSION IS REQUESTED TO FACILITATE A FIELD TRIP TO

DESTINATION(S) New York, NY
 ADDRESS(ES) Repertorio Español, 138 E. 27th St, NY, 10016
 DATE(S) June 9, 2015

NAME OF SCHOOL Central Bucks HS East
 SCHOOL GROUP (Band, Debate, Sports Team, etc.) AP Spanish class, Spanish Honor Society
 NAME OF SCHOOL GROUP SPONSOR Jane Poblano SPONSOR SIGNATURE Jane Poblano
 NUMBER OF STUDENTS IN GROUP 60 NUMBER OF STUDENTS PARTICIPATING IN TRIP 50
 COST TO EACH STUDENT \$87.00 PROVISION FOR THOSE UNABLE TO PAY Funds are available from Spanish Honor Society
 MEANS OF FUNDING TRIP Students pay
 NUMBER OF TEACHERS 2 NUMBER OF PARENTS 2 = 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): It meets for World Language standards of understanding products and perspectives of other cultures; using the lang. both within and beyond the school; understanding lang. through comparisons and reinforcing knowledge of other disciplines.

PLEASE ATTACH A DETAILED ITINERARY.

TRANSPORTATION **Bus Company Hagey Coach Inc.
 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 CB EAST
 DATE 3/24/15
 BOARD PRESIDENT SIGNATURE _____ APPROVAL DATE _____

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

April 14, 2015

FOR ACTION: Staff Conferences/Workshops

The following staff conferences/workshops are for approval:

<u>Name</u>	<u>Area</u>	<u>Dates</u>	<u>Workshop Name</u>	<u>Location</u>	<u>Gen Fund</u>	<u>Grants</u>	<u>Total</u>
Christie, Ashley	Professional	5/12/15	When Reading Meets Writing	BCIU		75	
Totals this meeting						75	75
Year to date from last meeting					10,597	15,149	25,746
Totals year to date			General fund budget 27,000		10,597	15,224	25,821

RECOMMENDATION:

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

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

April 14, 2015

FOR INFORMATION: Sabbatical Leaves of Absence

Amanda Felton, a Special Education teacher at Lenape Middle School, meets the requirements for a Sabbatical Leave under the provisions of the School Code. This leave will be effective for the 2015-2016 school year.

Kelley Finelli, an Elementary teacher at Warwick Elementary School, meets the requirements for a Sabbatical Leave under the provisions of the School Code. This leave will be effective for the 2015-2016 school year.

Daniel Foster, a Health and Physical Education teacher at Gayman and Pine Run Elementary Schools, meets the requirements for Sabbatical Leave under the provisions of the School Code. This leave will be effective for the fall semester of the 2015-2016 school year.

Catherine Levesque, an English teacher at Tohickon Middle School, meets the requirements for Sabbatical Leave under the provisions of the School Code. This leave will be effective for the 2015-2016 school year.

Carla McCambridge, an Elementary teacher at Pine Run Elementary School, meets the requirements for Sabbatical Leave under the provisions of the School Code. This leave will be effective for the 2015-2016 school year.