



# CENTRAL BUCKS SCHOOL DISTRICT

LEADING THE WAY

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

## AGENDA

### SCHOOL BOARD MEETING

January 26, 2016

7:30 p.m.

**CB South Jazz Ensemble  
will perform  
7:15 p.m.**

- I. **Call to Order/Pledge of Allegiance/Roll Call**
- II. **Approval of School Board Meeting Minutes - January 12, 2016** Pages 1-26
- III. **Public Comment**  
The public is invited to address the Board at this time. Please sign in on the form provided at the microphone. Speakers will be taken in order of sign-in. Each speaker is limited to 3 minutes.
- IV. **Superintendent's Report: 2016-2017 Preliminary Budget Adoption**
- V. **Recommendations for Action** Pages 27-35
  - A. **Treasurer's Report and Summary of Fund Disbursements for the months of November 2015 and December 2015**

General Fund	\$ 21,349,775.94
Capital Fund	795,679.23
Food Service	<u>799,051.95</u>
<b>TOTAL ALL FUNDS - NOVEMBER</b>	<b>\$ 22,944,507.12</b>
General Fund	\$ 23,853,674.91
Capital Fund	569,095.71
Food Service	<u>411,201.20</u>
<b>TOTAL ALL FUNDS - DECEMBER</b>	<b>\$ 24,833,971.82</b>
  - B. **Approval of Accounts Payable Check Disbursements** Pages 36-41
    - 1. General Fund Dates (1/11/16, 1/15/16) \$153,791.77
    - 2. Capital Fund Dates (1/8/16, 1/20/16) \$289,860.86
    - 3. Food Service Fund Dates (1/8/16) \$ 1,719.22

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

- C. Budgetary Transfers for the 2015-2016 fiscal year** Pages 42-43
- D. Approval of the Resolution for the 2016-2017 Preliminary Budget and Act 1 Referendum Exception(s).** Pages 44-69
- E. Approval of the negotiated settlement of the real estate assessment appeal with Regal Cinemas, Inc. in the amount of \$975,500 for fiscal years 2002-2003 through 2014-2015 and \$103,941.69 for the current fiscal year (2015-2016).** Pages 70-82
- F. Recommendation to purchase and implement Blackboard ParentLink District and School App for mobile device in April 2016 at an annual cost of \$9,386.** Pages 83-91
- G. Recommendation to purchase and implement Blackboard Connect Email/Phone/Text application for district communications in April 2016 at an annual cost of 23,465.** Same as above (Pages 83-91)
- H. Recommendation to award a contract to If It's Water, Inc. to provide and install a UV water treatment system at CB South High School in the amount of \$43,357. This system is available on the Co-Stars cooperative purchasing contract #016-051.** Pages 92-93
- I. School Board Policies (first read)** Pages 94-134
- #113.3 Screening and Evaluation for Students With Disabilities
  - #123 Interscholastic Athletics
    - #123.1 Concussion Management
    - #123.2 Sudden Cardiac Arrest
  - #317 Conduct/Disciplinary Procedures – Administrative Employees
  - #417 Conduct/Disciplinary Procedures – Professional Employees
  - #517 Conduct/Disciplinary Procedures – Classified Employees
  - #816 Electronic Communications and Social Media/Networking
  - #824 Maintaining Professional Adult/Student Boundaries
  - #916 Volunteers
- J. Adoption of 2016-2017 School Calendar** Page 135
- K. Personnel Items** Pages 136-141
1. Resignations
  2. Leaves of Absence
  3. Appointments
  4. Long-Term Substitute Teachers
  5. Long-Term Per Diem Substitute Teachers
  6. Classification Changes
  7. Community School Staff
- L. Student Items** Pages 142-145
1. Approval of Central Bucks High School – East, South, and West Future Business Leaders of America Clubs to travel to Hershey, PA. Dates are April 10-12, 2016.
- M. Staff Conferences/Workshops** Page 146
- VI. Adjournment**

**Upcoming Meetings: February 9, 2016  
February 23, 2016**

**CENTRAL BUCKS SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

**January 12, 2016**

The Central Bucks Board of School Directors held its meeting on Tuesday, January 12, 2016 in the Board Room of the Educational Services Center with President Beth Darcy presiding. The meeting was called to order by President Darcy at 7:30 p.m., followed by the Pledge of Allegiance.

Mrs. Darcy announced that the Board met in Executive Session tonight to discuss personnel issues and also met on December 22, 2015 to discuss the upcoming Superintendent Search. Mrs. Darcy also stated that on Wednesday, January 13, 2016 an online survey will be posted on the CBSD website ([www.cbsd.org](http://www.cbsd.org)) until February 9, 2016 for the community to complete and share their thoughts on the upcoming Superintendent Search.

**BOARD MEMBERS PRESENT**

Beth Darcy – President, John Gamble – Vice President, Sharon Collopy, Paul Faulkner, Glenn Schloeffel, Karen Smith, Dennis Weldon, Jerel Wohl

Mrs. Darcy stated that Stephen Corr was present but not in the room at this time.

**ADMINISTRATORS PRESENT**

Dr. David Weitzel, Dr. Nancy Silvious, Dr. David Bolton, Andrea DiDio-Hauber, Scott Kennedy, David Matyas, Edward Sherretta, Mary Kay Speese

**ALSO PRESENT**

Jeffrey Garton – Solicitor, Sharon Reiner - School Board Secretary

**APPROVAL OF MINUTES**

Motion by Paul Faulkner, supported by John Gamble, to approve the minutes of the December 1, 2015 school board meeting.

Motion Approved 8-0. (Mr. Corr was not present during this vote).

Mr. Corr entered the room at 7:32 p.m.

**PUBLIC COMMENT**

Anna Louderback, an incoming student to CB South next school year, has two passions in life – culinary and music. She would like to attend MBIT next year to pursue culinary classes, but will be unable to participate in music classes in her home school. She urged Board members to modify School Board Policy 122 (Extracurricular, Cocurricular Activities and Athletics) to permit students attending MBIT to participate in after school music groups. At the conclusion of her comments, Ms. Louderback gave each Board member and administrator a treat she baked.

Mrs. Darcy thanked Ms. Louderback for sharing her thoughts and stated that the Board would review her concern.

## **SUPERINTENDENT'S REPORT**

### **STUDENT ATHLETE RECOGNITION**

Jake Brophy, CB East Senior, was recognized by Dr. Weitzel and received a Certificate of Athletic Achievement for record-breaking achievement in Cross Country, for outstanding representation of his school, school district, and state as an athlete and an individual.

### **MERITORIOUS BUDGET AWARD TO THE BUSINESS DEPARTMENT**

Mr. Doug Peters, K-12 Regional Vice President of Voya Financial, presented the Business Office with the Meritorious Budget Award from the Association of School Business Officials International (ASBO). (Voya sponsors the award nationally). This award was created to recognize school districts that present their budgets in a manner that promote clarity, transparency, and accountability. Members of the Business Office are as follows:

Dave Matyas – Business Administrator  
Suzanne Vincent – Director of Finance  
Cheryl Rubanich – Accounting Supervisor  
Angela Jacobs – Staff Accountant  
Renee Ziccardi – Staff Accountant

Sharon Smith – Staff Accountant  
Brett Haskin – Staff Accountant  
Juliet Meehan – Purchasing Manager  
Amy Ahern – Asst Purchasing Manager

### **SCHOOL BOARD RECOGNITION**

January is School Director Appreciation Month. Dr. Weitzel thanked all School Board members for their commitment to students, teachers, staff, and administrators.

### **THIS MONTH IN CENTRAL BUCKS VIDEO**

Board members viewed a video clip entitled *This Month in Central Bucks*. This fourth video highlighted the many activities across the district during the month of December 2015. Videos about the district are produced monthly. (The video can be found on the CBSD website School Board page under Video Presentations and can also be viewed on CBTv).

Dr. Weitzel mentioned the generous spirit of the Central Bucks School District community and thanked everyone for their constant support.

### **QUEST UPDATE**

Ms. Laura Enama - K-12 Science Supervisor, Ms. Melissa Brevic – QUEST teacher at Groveland and Warwick Elementary Schools, and Ms. Lindsay Smith – QUEST teacher at Bridge Valley Elementary School, presented a QUEST Update. QUEST stands for *Questioning and Understanding through Engineering, Science, Technology*. QUEST began with the opening of this school year and is a fifth “specials” class for elementary students in grades 1 through 6. The program is designed to be exploratory in nature and inquiry-based to provide opportunities for collaboration, critical and creative thinking. The program also takes advantage of the technology available in the schools. Ms. Enama highlighted the preparations taken to develop the program, the curriculum, the resources, and the instructional outreach. Ms. Brevic and Ms. Smith talked about developing lessons, the collaboration that goes on between teachers and schools, and also shared their experiences in the classroom. A video was shown of the students expressing what they like best about their QUEST classrooms. It was noted that QUEST teachers have co-taught 82 lessons with classroom teachers to assist in the implementation of a new piece of technology; QUEST teachers have collaborated with classroom teachers to design 108 lessons rich in technology using the interdisciplinary approach; and QUEST teachers have documented 165 teachers who have implemented a new piece of technology or teaching strategy as a result of their instructional outreach.

**SCHOOL BOARD REPORTS**

The BCIU Board minutes were mentioned. These minutes are Attachment A. Mr. Corr reported that BCIU recently had their Reorganization Meeting; and Mr. Gamble reported on the SkillsUSA Leadership Conference attended by MBIT students.

**RECOMMENDATIONS FOR ACTION**

**SCHOOL BOARD POLICY FOR APPROVAL**

Motion by Stephen Corr, supported by Dennis Weldon, to approve the change made to School Board Policy 006 – Meetings. This school board policy governs our school board meetings. The purpose of this Board action is to have this policy match current Board practice by listing Public Comment at the beginning of the Board meeting Agenda format rather than at the end.

Motion Approved 9-0.

**ACCOUNTS PAYABLE CHECK DISBURSEMENTS**

Motion by Jerel Wohl, supported by Stephen Corr, to approve the November 30, 2015, December 10, 2015, December 15, 2015, December 23, 2015, December 31, 2015, and January 7, 2016 General Fund check disbursements in the amount of \$4,638,098.01; the December 4, 2015, December 10, 2015, and December 29, 2015 Capital Fund check disbursements in the amount of \$567,895.71; and the December 4, 2015 and December 28, 2015 Food Service Fund check disbursements in the amount of \$36,966.83

Motion Approved 9-0.

**PERSONNEL ITEMS**

Motion by Stephen Corr, supported by John Gamble, to approve resignations, retirements, positions ended, and leaves of absence; appointments, Human Resources Department Reorganization, long-term substitute teachers, long-term per diem substitute teachers, classification changes, community school staff, and EDRs.

RESIGNATIONS

Name: Nicole Dea  
Position: Elementary teacher – Groveland Elementary School  
Effective: December 4, 2015

Name: Joan Grawe  
Position: Personal Care Assistant – Gayman Elementary School  
Effective: December 23, 2015

Name: Jeana Jannotti  
Position: Swim Program – Community School – Educational Services Center  
Effective: December 1, 2015

Name: Amy Joseph  
Position: Personal Care Assistant – Warwick Elementary School  
Effective: December 23, 2015

Name: Michelle Kolman  
Position: (Temporary) Personal Care Assistant – Jamison Elementary School  
Effective: December 4, 2015

Name: Nicholas Lykon  
Position: Duty Assistant – Unami Middle School  
Effective: December 11, 2015

Name: Dennis McCoach  
Position: Substitute Bus Driver – Transportation Department  
Effective: December 31, 2015

Name: Bethanne Oberst  
Position: Basic Skills Assistant – Jamison Elementary School  
Effective: December 2, 2015

Name: Maria Petosa  
Position: Latin teacher – Central Bucks High School – South  
Effective: January 26, 2016

Name: Tina Pluznyk  
Position: Special Education Assistant – Holicong Middle School  
Effective: December 23, 2015

Name: Ellen Stevenson  
Position: Elementary teacher – Mill Creek Elementary School  
Effective: December 23, 2015

Name: John Williams  
Position: Custodian – Central Bucks High School – South  
Effective: December 21, 2015

#### RETIREMENTS

Name: Barbara Foley  
Position: Substitute Bus Driver – Transportation Department  
Effective: December 31, 2015

Name: Joan Kroeger  
Position: Special Education Assistant – Linden Elementary School  
Effective: December 31, 2015

Name: Joseph McMahan  
Position: Substitute Bus Driver – Transportation Department  
Effective: January 4, 2016

Name: Ernest Rhoades  
Position: School Bus Driver – Transportation Department  
Effective: December 1, 2015

Name: Judy Towsey  
Position: Substitute Educational Assistant – Transportation Department  
Effective: December 23, 2015

#### POSITIONS ENDED

Name: Qian Julian  
Position: Substitute Custodian – Facilities  
Effective: December 11, 2015

#### LEAVES OF ABSENCE

Sarah Brookshaw French teacher – Central Bucks High School – West  
February 16, 2016 – May 11, 2016

Denise Cox Bus Dispatcher – Transportation Department  
December 3, 2015 – TBD (Intermittent)

Laura Domzalski Mathematics teacher – Central Bucks High School – East  
March 28, 2016 – January 2017

Michele Fillette Elementary teacher – Buckingham Elementary School  
November 30, 2015 – TBD

Stacey Hickmott School Nurse – Groveland/Central Bucks High School – West  
February 2, 2016 – March 14, 2016

Marialyce Keane Special Education Assistant – Central Bucks High School - West  
January 6, 2016 – March 2, 2016

Jaclyn Kerns Elementary teacher – Groveland Elementary School  
October 7, 2015 – August 2016

Joan Kroeger Special Education Assistant – Linden Elementary School  
November 16, 2015 – December 30, 2015

Denise Miller English teacher – Unami Middle School  
January 28, 2016 – March 24, 2016

Kaye Montgomery Duty Assistant – Gayman Elementary School  
December 7, 2015 – TBD

Lauren Nieves Elementary teacher – Linden Elementary School  
March 30, 2016 – August 2016

Courtney Nolan Elementary School Counselor – Linden Elementary School  
April 4, 2016 – August 2016

Jennifer O'Reilly Staff Nurse – Mill Creek Elementary School  
January 12, 2016 – August 2016

Vanessa Pizzulli Elementary teacher – Mill Creek Elementary School  
March 21, 2016 – August 2016

Brooke Rive French teacher – Tohickon Middle School  
January 27, 2016 – August 2016

Rosanna Schwanbeck Special Education teacher – Groveland Elementary School  
January 6, 2016 - TBD

Christine Volpe Music teacher – Gayman/Linden Elementary Schools  
January 28, 2016 – April 21, 2016

#### APPOINTMENTS

Name: Ryan Collins  
Position: (Temp) Building Computer Specialist – Educational Services Center  
\$19.92 per hour  
Effective: January 13, 2016

Name: Richard Friedman  
Position: (Temporary) Custodian – Central Bucks High School – South  
\$15.47 per hour  
Effective: December 28, 2015

Name: Matthew Fuller  
Position: Personal Care Assistant – Unami Middle School  
\$12.26 per hour  
Effective: December 22, 2015

Name: Karen Geller  
Position: (Temp) Basic Skills Assistant/Duty Educational Assistant – Gayman Elementary  
\$14.01 per hour  
Effective: December 7, 2015

Name: Ian Gilbert  
Position: Special Education Assistant – Bridge Valley Elementary School  
\$14.51 per hour  
Effective: January 6, 2016



Name: Kathy Le  
Position: Personal Care Assistant – Unami Middle School  
\$12.26 per hour  
Effective: December 14, 2015

Name: Andrew Montgomery  
Position: (Temporary) Custodian – Unami Middle School  
\$15.47 per hour  
Effective: January 4, 2016

Name: Kathleen Moore  
Position: Personal Care Assistant – Holicong Middle School  
\$12.26 per hour  
Effective: November 30, 2015

Name: Kevin Perrine, Jr.  
Position: Mechanic Class “A” Carpenter - Facilities  
\$32.71 per hour  
Effective: December 28, 2015

Name: Polina Yefimenko  
Position: Student Videographer – Central Bucks High School - South  
\$10.10 per hour  
Effective: December 4, 2015

HUMAN RESOURCES DEPARTMENT REORGANIZATION (As approved at the committee level on May 13, 2015; to move to full Board for approval)

Name: Patricia Begrow  
Position: Confidential Secretary – Administrative Services Center  
\$43,000  
Effective: November 16, 2015

Name: Theresa Everett  
Position: Confidential Secretary – Administrative Services Center  
\$43,000  
Effective: January 11, 2016

Name: Gracemarie Geiger  
Position: Confidential Secretary – Administrative Services Center  
\$43,000  
Effective: November 16, 2015

Name: Christine Trawinski  
Position: Confidential Secretary – Administrative Services Center  
\$43,000  
Effective: November 16, 2015

## LONG-TERM SUBSTITUTE TEACHERS

Name: Kelsey Davis  
Position: Special Education teacher – Cold Spring Elementary School  
\$45,024 (B+0 credits, Step 1)  
Effective: December 16, 2015 until the end of the 2015-2016 school year

Name: Victoria DeCesare  
Position: Elementary teacher – Mill Creek Elementary School  
\$45,024 (B+0 credits, Step 1)  
Effective: January 4, 2016 until the end of the 2015-2016 school year

Name: Seana DeCrosta  
Position: Mathematics teacher – Holicong Middle School  
\$50,897 (M+0 credits, Step 1)  
Effective: January 27, 2016 until the end of the 2015-2016 school year

Name: Kimberly Francis  
Position: Elementary teacher – Groveland Elementary School  
\$45,024 (B+0 credits, Step 1)  
Effective: October 7, 2015 until the end of the 2015-2016 school year

Name: Kaitlyn Kraenbring  
Position: Elementary teacher – Groveland Elementary School  
\$50,897 (M+0 credits, Step 1)  
Effective: December 7, 2015 until the end of the 2015-2016 school year

Name: Steven Love  
Position: Mathematics teacher – Central Bucks High School – South  
\$45,024 (B+0 credits, Step 1)  
Effective: January 27, 2016 until the end of the 2015-2016 school year

Name: Barbara Marr  
Position: Reading teacher – Cold Spring Elementary School  
\$45,024 (B+0 credits, Step 1)  
Effective: September 16, 2015 until the end of the 2015-2016 school year

Name: Rebecca McCarty  
Position: Special Education teacher – Central Bucks High School – South  
\$50,897 (M+0 credits, Step 1)  
Effective: January 27, 2016 until the end of the 2015-2016 school year

Name: Michelle O'Brien  
Position: School Psychologist – Bridge Valley/Pine Run Elementary/Tohickon  
\$52,854 (M+0 credits, Step 2)  
Effective: August 27, 2015 – March 11, 2016

LONG-TERM PER DIEM SUBSTITUTE TEACHERS

Name: John Broskey  
Position: English teacher – Central Bucks High School – South  
\$150 per day  
Effective: December 21, 2015 – January 26, 2016

Name: Meghan Forlini  
Position: Social Studies teacher – Central Bucks High School – West  
\$150 per day  
Effective: January 7, 2016

Name: Kelly Keck  
Position: Elementary teacher – Kutz Elementary School  
\$150 per day  
Effective: January 4, 2016

Name: Brittany Kelly  
Position: Elementary teacher – Mill Creek Elementary School  
\$150 per day  
Effective: February 19, 2016 – June 2016

Name: Kirsten Lynd  
Position: Social Studies teacher – Central Bucks High School – South  
\$150 per day  
Effective: November 30, 2015

Name: Shannon Meehan  
Position: Special Education teacher – Central Bucks High School – South  
\$150 per day  
Effective: December 1, 2015

Name: Matthew Wallenstein  
Position: Latin teacher – Central Bucks High School – South  
\$150 per day  
Effective: December 21, 2015 – January 26, 2016

CLASSIFICATION CHANGES

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Lori Bagnick	(LTS) Sec. School Counselor West No Change In Salary	(TPE) Sec. School Counselor West No Change In Salary	8/27/15
Niels Baltzersen	District Utility Facilities \$24.53 Per Hour	(Temp) PMM Class C Operations \$27.75 Per Hour	1/4/16-1/31/16

Bruce Blanchard	Building Utility Tohickon \$20.38 Per Hour	(Temp) PMM Class C Facilities \$27.75 Per Hour	2/1/16-2/29/16
Stacey Brand	(.96) Personal Care Assistant Linden \$12.38 Per Hour	(1.0) Personal Care Assistant Linden \$12.88 Per Hour	1/4/16
Adrienne Firer	Personal Care Assistant Unami No Change In Salary	Duty Assistant Unami No Change In Salary	12/21/15
Bradley Good	(.99) Personal Care Assistant Tamanend No Change In Salary	(1.0) Personal Care Assistant Tamanend No Change In Salary	12/14/15
Anita Haley	(Temp) Basic Skills Assistant Jamison No Change In Salary	(Perm) Basic Skills Assistant Jamison No Change In Salary	12/2/15
Linsey Hollingsworth	(Temp) Special Ed Assistant Unami No Change In Salary	(Perm) Special Ed Assistant Unami No Change In Salary	8/31/2015
Garry Mains	Custodian Unami \$15.63 Per Hour	(Temp) Head Custodian District – Float \$18.09 Per Hour	1/4/16
Alison Radovich	Special Education Assistant South No Change In Salary	General Secretary/ESY Educational Services Center No Change In Salary	12/11/15
Mary Beth Turchick	(.99) Special Ed Assistant Tamanend No Change In Salary	(1.0) Special Ed Assistant Tamanend No Change In Salary	12/14/15
Katherine Walsh	(Temp) Personal Care Asst Mill Creek No Change In Salary	(Perm) Personal Care Asst Pine Run No Change In Salary	11/30/15
Lisa White	(.97) Special Ed Assistant Tamanend No Change In Salary	(1.0) Special Ed Assistant Tamanend No Change In Salary	12/14/15

COMMUNITY SCHOOL STAFF

Christina Isernia	Before/After School Educational Assistant	\$14.01/hour
Elizabeth Muller	Assistant Swim Coach	\$13.90/hour
Vita Shabalow	Student Swim Instructor	\$ 8.40/hour
Nancy Weishev	Before/After School Supervisor	\$24.00/hour

EDRs 2015-2016 WINTER SPORTS

<u>Name</u>	<u>School/Position</u>	<u>Units Paid</u>
Jason Hepler	Holicong/Boys Basketball – 8 <sup>th</sup> Grade	12
Tim Barno	Holicong/Boys Basketball – 7 <sup>th</sup> Grade	9
Brian Novick	Holicong/Girls Basketball – 8 <sup>th</sup> Grade	12
Tim Barno	Holicong/Girls Basketball – 7 <sup>th</sup> Grade	5
Nels Updale	Holicong/Wrestling – Head	8
Andrew Dowd	Holicong/Wrestling – Assistant	7
Cindy DeSalvo	Holicong/Cheerleading (10 units split Fall/Winter)	5
Zach Marttila	Lenape/Boys Basketball – 8 <sup>th</sup> Grade	8
Katie Marttila	Lenape/Boys Basketball – 7 <sup>th</sup> Grade	9
Katie Marttila	Lenape/Girls Basketball – 8 <sup>th</sup> Grade	10
Lou Fanelli	Lenape/Girls Basketball – 7 <sup>th</sup> Grade	9
Mike Stoughton	Lenape/Wrestling – Head	8
Stephanie Busichio	Lenape/Cheerleading (10 units split Fall/Winter)	5
Jeff Klein	Tamanend/Boys Basketball – 8 <sup>th</sup> Grade	10
Jared Gorlick	Tamanend/Boys Basketball – 7 <sup>th</sup> Grade	7
Brett Connelly	Tamanend/Boys Basketball – 7 <sup>th</sup> Grade	2
Dana Walter	Tamanend/Girls Basketball – 8 <sup>th</sup> Grade	8
Dana Walter	Tamanend/Girls Basketball – 7 <sup>th</sup> Grade	7
Kris Johnson	Tamanend/Wrestling – Head	8
Amy Snyder	Tamanend/Cheerleading(10 units split Fall/Winter)	5
Gary Elias	Tohickon/Boys Basketball – 8 <sup>th</sup> Grade	8
Matthew Dickter	Tohickon/Boys Basketball – 7 <sup>th</sup> Grade	7
Pete DiGiovanni	Tohickon/Girls Basketball – 8 <sup>th</sup> Grade	8
Kelly McMahon	Tohickon/Girls Basketball – 7 <sup>th</sup> Grade	7
Michael Weir	Tohickon/Wrestling – Head	8
Robert Clark	Tohickon/Wrestling – Assistant	7
Melissa Campbell	Tohickon/Cheerleading(10 units split Fall/Winter)	5
Brian Rush	Unami/Boys Basketball – Head	14
Louis Fanelli	Unami/Boys Basketball – Assistant	7
Joe DeAngelis	Unami/Girls Basketball – Head	8
Alysha Cook	Unami/Girls Basketball – Assistant	3
Nicole White	Unami/Girls Basketball – Assistant	4
Anthony DiPietro	Unami/Wrestling – Head	8
Gregory Beyerle	Unami/Wrestling – Assistant	3.5
Tina Lewis	Unami/Cheerleading (10 units split Fall/Winter)	5

Erik Henrysen	East/Boys Basketball – Head	22
Brian Yanarella	East/Boys Basketball – Assistant	12
Jim Katasak	East/Boys Basketball – Assistant	2
Liz Potash	East/Girls Basketball – Head	20
Lauren White	East/Girls Basketball – Assistant	6
Trish Watson	East/Girls Basketball – Assistant	6
Dave Scarpill	East/Wrestling – Head	24
John Zappa	East/Wrestling – Assistant	10
Eric Knoblauch	East/Wrestling – Assistant	3
Gerry Stanziola	East/Wrestling – Assistant	2
Rob Davis	East/Wrestling – Assistant	1
Ed Walsh	East/Boys Swimming – Head	24
Fred Dunn	East/Boys Swimming – Assistant	4
Dave Taylor	East/Boys Swimming – Assistant	4
Tom Kane	East/Girls Swimming – Head	26
Ashley Yanishevskiy	East/Girls Swimming – Assistant	8
Gerry Stemplewicz	East/Boys Winter Track – Head	13
Paul Wilson	East/Boys Winter Track – Assistant	11
Ollie Boucher	East/Boys Winter Track – Assistant	5
Chris Pierangeli	East/Boys Winter Track – Assistant	2
Michael King	East/Boys Winter Track – Assistant	2
Sam Losorelli	East/Girls Winter Track – Head	13
Steve Martin	East/Girls Winter Track – Assistant	8
Marla Porecca	East/Cheerleading – Head (14 units split Fall/Winter)	5.5
Ashley Darnley	East/Cheerleading – Assistant (4 units split Fall/Winter)	4.5
Jason Campbell	South/Boys Basketball – Head	24
Josh Williams	South/Boys Basketball – Assistant	4
Mike Razler	South/Boys Basketball – Assistant	10
Beth Mattern	South/Girls Basketball – Head	22
Rick Weeks	South/Girls Basketball – Assistant	8
Gary Christian	South/Girls Basketball – Assistant	6
Joe Rigous	South/Wrestling – Head	20
Roman Jastrzebski	South/Wrestling – Assistant	10
Steven Flavell	South/Wrestling – Assistant	3
Jeff Lake	South/Boys Swimming – Head	19.5
Fred Dunn	South/Boys Swimming – Assistant	6
Melissa Doll	South/Boys Swimming – Assistant	2.5
Kevin Whelan	South/Girls Swimming – Head	15.5
Zach Wilson	South/Girls Swimming – Assistant	1
Melissa Doll	South/Girls Swimming – Assistant	5.5
Jason Gable	South/Boys Winter Track – Head	14
Mike Cox	South/Boys Winter Track – Assistant	8
Justin Crump	South/Boys Winter Track – Assistant	5
Danielle Flowers	South/Girls Winter Track – Head	9
Jason Gable	South/Girls Winter Track – Assistant	4

Justin Crump	South/Girls Winter Track – Assistant	3
Mike Cox	South/Girls Winter Track – Assistant	3
Merriah Kahrs	South/Cheerleading – Head (14 units split Fall/Winter)	7
Brittany Bray	South/Cheerleading – Assistant	1
Marissa Snyder	South/Cheerleading – Assistant (4 units split Fall/Winter)	1
Adam Sherman	West/Boys Basketball – Head	24
Jason Matussek	West/Boys Basketball – Assistant	14
Pat Furst	West/Boys Basketball – Assistant	2
Terry Rakowsky	West/Girls Basketball – Head	22
Brittany Thatcher	West/Girls Basketball – Assistant	6
Tom Ward	West/Girls Basketball – Assistant	6
Steve Romesburg	West/Wrestling – Head	20
Jerry Ward	West/Wrestling – Assistant	12
Zach Wilson	West/Boys Swimming – Head	14
Mark DiLemmo	West/Boys Swimming – Assistant	6
Barb Seiden	West/Boys Swimming – Assistant	2
Vibeke Swanson	West/Girls Swimming – Head	22
Fred Dunn	West/Girls Swimming – Assistant	9
Barb Seiden	West/Girls Swimming – Assistant	5
Greg Wetzell	West/Boys Winter Track – Head	13
John Mahoney	West/Boys Winter Track – Assistant	8
Kiki Bell	West/Girls Winter Track – Head	11
Erv Hall	West/Girls Winter Track – Assistant	6
Kevin Munnely	West/Girls Winter Track – Assistant	8
Kelly Cramer	West/Cheerleading – Head	6
Lynn Russell	West/Cheerleading – Assistant	6
Ashley Monteleone	West/Cheerleading – Assistant (14 units split Fall/Winter)	2

Motion Approved 9-0.

Motion by Stephen Corr, supported by John Gamble to approve separations/terminations.

SEPARATIONS/TERMINATIONS

Name: Dawn Harris  
 Position: Special Education Assistant – Cold Spring Elementary School  
 Effective: December 23, 2015

Name: Jeanette Koziatek  
 Position: Staff Nurse - Doyle Elementary School  
 Effective: December 21, 2015

Name: Christopher Montgomery  
 Position: Sub Custodian – Facilities  
 Effective: January 4, 2016

Motion Approved 8-0-1. (Karen Smith abstained because one of the employees listed for termination is a close family friend - Attachment B).

**STUDENT ITEMS**

Motion by Paul Faulkner, supported by Karen Smith, to approve the following student trips:

- CB West Chamber Choir to travel to New York on January 18, 2016.
- CB West Girls Track team to travel to New York City on January 23, 2016.

Motion Approved 9-0.

**STAFF CONFERENCES**

Motion by Stephen Corr, supported by Jerel Wohl, to approve the following staff to attend the listed conferences/workshops:

Name	Area	Dates	Conference name	Location	General		Totals	
					Fund	Grants		
Bellavance, Andrea	Professional	2/22/16	PA Educational Technology Expo & Conference	Hershey, PA		355		
Brevic, Melissa	Professional	2/22/16	PA Educational Technology Expo & Conference	Hershey, PA		355		
Bolton, David	Adminstator	1/13, 1/14 & 3/3/16	STEM Integration	BCIU #22		295		
Caldwell, Stacy	Professional	2/22/16	PA Educational Technology Expo & Conference	Hershey, PA		355		
Cervellero, Alicen	Adminstator	2/10 & 2/11/16	PDE Conference 2016 Making a Difference	Hershey, PA		302		
Cole, Kim	Adminstator	2/10 & 2/11/16	PDE Conference 2016 Making a Difference	Hershey, PA		313		
Conn, Tricia	Professional	2/22/16	PA Educational Technology Expo & Conference	Hershey, PA		355		
Dailey, Suzanne	Professional	3/31/16	Reading Nonfiction	BCIU #22		145		
Dailey, Suzanne	Professional	2/22 & 2/23/16	PA Educational Technology Expo & Conference	Hershey, PA		440		
Lowd, Lauren	Professional	2/23/16	PA Educational Technology Expo & Conference	Hershey, PA		355		
Enama, Laura	Adminstator	1/13, 1/14 & 3/3/16	STEM Integration	BCIU #22		295		
Enama, Laura	Adminstator	2/22 & 2/23/16	PA Educational Technology Expo & Conference	Hershey, PA		422		
Felicaini, Gabby	Professional	2/23/16	PA Educational Technology Expo & Conference	Hershey, PA		355		
Gamble, Erika	Professional	1/13, 1/14 & 3/3/16	STEM Integration	BCIU #22		565		
Geneva, Steve	Professional	1/13, 1/14 & 3/3/16	STEM Integration	BCIU #22		565		
Heisey, John	Professional	2/23/16	PA Educational Technology Expo & Conference	Hershey, PA		355		
Jaffe, Jason	Adminstator	2/22 & 2/23/16	PA Educational Technology Expo & Conference	Hershey, PA		587		
Logue, Amy	Professional	2/23/16	PA Educational Technology Expo & Conference	Hershey, PA		355		
Moskowitz, Jay	Adminstator	2/10 & 2/11/16	PDE Conference 2016 Making a Difference	Hershey, PA		313		
Myers, Michele	Professional	2/22 & 2/23/16	PA Educational Technology Expo & Conference	Hershey, PA		587		
Myers, Michele	Professional	3/31/16	Reading Nonfiction	BCIU #22		145		
Novack, Brian	Professional	2/22/16	PA Educational Technology Expo & Conference	Hershey, PA		355		
Penner, Meredith	Adminstator	2/10 & 2/11/16	PDE Conference 2016 Making a Difference	Hershey, PA		170		
Shaw, Jesse	Professional	2/22/16	PA Educational Technology Expo & Conference	Hershey, PA		355		
Speese, Mary Kay	Adminstator	2/10 & 2/11/16	PDE Conference 2016 Making a Difference	Hershey, PA		313		
Smith, Karen	Board Member	4/8 to 4/11/16	National School Board Assoc	Boston, MA		2,255		
Smith, Lindsay	Professional	2/22 & 2/23/16	PA Educational Technology Expo & Conference	Hershey, PA		602		
Smith, Rayna	Professional	1/13, 1/14 & 3/3/16	STEM Integration	BCIU #22		565		
Walloff, Alyssa	Adminstator	3/31/16	Reading Nonfiction	BCIU #22		145		
Walsh, Erin	Professional	2/22/16	PA Educational Technology Expo & Conference	Hershey, PA		355		
Tannous, Jennifer	Professional	2/23/16	PA Educational Technology Expo & Conference	Hershey, PA		355		
<b>Totals this meeting</b>						-	13,284	13,284
Year to date from last meeting						4,577	16,025	20,602
Totals year to date			General fund budget	28500		4,577	29,309	33,886

Motion Approved 8-0-1. (John Gamble abstained because his wife is listed – Attachment C).



## INFORMATION/DISCUSSION ITEMS

Dr. Weitzel announced that a Sabbatical Leave of Absence was included as an information item.

Dr. Weitzel reviewed the 2016-2017 DRAFT school calendar:

- School Board Policy 803 – School Calendar, states that school begins before Labor Day if Labor Day falls on September 4<sup>th</sup> or later. In 2016 Labor Day is September 5<sup>th</sup>.
- The calendar includes 184 school days.
- It is recommended that Monday, August 29, 2016 be the first day of school and school would end earlier in June.
- It is recommended that there would be two February professional development days that accompany Presidents' Day 2017 (February 16 and February 17, February 20 is Presidents' Day). There would be no school on these days for students.
- At this time it is unsure if snow days will be built into the calendar, as done for this current school year.

Mrs. Darcy asked Dr. Weitzel to explain the background as to why students attend 184 days. Dr. Weitzel stated that the state requires students to attend at least 180 days of school each year and that it has been the practice of this district to schedule the four extra days for instructional purposes. Board members discussed different calendar options, from keeping the 184 days to beginning the school year mid-week on Wednesday, August 31, 2016 rather than Monday, August 29, 2016. Dr. Weitzel stated that calendar approval will appear as an action item at the January 26, 2016 Board meeting.

Mr. Wohl announced that the third annual Peace & Social Justice Summit will be held on Sunday, January 17, 2016 from 4:00 – 7:00 p.m. at Central Bucks High School – South.

There being no further business before the Board, motion by Stephen Corr, supported by John Gamble, to adjourn at 8:44 p.m.

Respectfully submitted,



Sharon L. Reiner  
Board Secretary  
Recording Secretary

Board Approved 11/17/15



## BUCKS COUNTY INTERMEDIATE UNIT # 22

### CALL TO ORDER

The Bucks County Intermediate Unit Board of School Directors conducted its regularly scheduled meeting on Tuesday, October 20, 2015 at 7:05 PM at the Bucks County Intermediate Unit #22 Administration Building located at 705 N. Shady Retreat Road, Doylestown, Pennsylvania, and notice of the meeting was duly given to the newspapers and to the public as required by law.

### PLEDGE OF ALLEGIANCE

The meeting began with the pledge of allegiance, led by the IU WOW students, with a special video tape celebrating WOW student, Juan Zaveletta, as a US citizen. The WOW students filmed and edited the video so it is a complete student-created project.

### ROLL CALL ATTENDANCE

#### Members

Mr. Michael Hartline, President (Centennial)  
Mrs. Pamela Strange (Bensalem)  
Mr. John D'Angelo (Bristol Borough)  
Mrs. Susan Cummings (Neshaminy)  
Mrs. Carol Clemens (Palisades)  
Mrs. Ada Miller (Pennridge)  
Mrs. Alison Smith (Pennsbury)  
Mr. Ronald Jackson (Quakertown)

#### ABSENT: Members

Mrs. Patricia Sexton, Vice President (Council Rock)  
Mrs. Helen Cini (Bristol Township)  
Mr. Stephen Corr (Central Bucks)  
Mrs. Wanda Kartal (Morrisville)  
Mrs. Sandra Weisbrot (New Hope/Solebury)

### OFFICERS:

Executive Director  
Deputy Executive Director  
Treasurer  
Secretary

Dr. Mark Hoffman  
Dr. Michael Masko  
Mrs. Paula Harland  
Mrs. Elizabeth Bittenmaster

**PRESENTATION** – A presentation on Differentiated Instruction was be given by Mrs. Pam Dinan.

**SPECIAL EDUCATION MINI REPORT** – Mrs. Dinan provided the Mini Report on Differentiated Instruction.

**PROGRAMS & SERVICES MINI REPORT** – Dr. Mike Masko provided the Mini Report on the Statewide System of Support.

**GOOD NEWS REPORT** – Dr. Hoffman shared various good news.

**PUBLIC PARTICIPATION** – Ms. Adrianna Woburn introduced herself as an IU Early Childhood Staff and member of the Education Association.

Upon a motion by Mr. John D'Angelo, seconded by Mrs. Susan Cummings, and passed unanimously by voice vote of eight (8) Board Members, the Board approved Items #1 – 19:

**APPROVAL OF MINUTES**

Approved the Minutes from the September 15, 2015 Board Meeting. (Refer to Minutes in October 20, 2015 Board Agenda).

**APPROVAL OF TREASURER'S REPORT**

Approved the Treasurer's Report for the period of July 1, 2015 through September 30, 2015. (Refer to Report in October 20, 2015 Board Agenda).

**APPROVAL OF BILLS FOR PAYMENT**

Approved the Bills for Payment for the month of September 2015. (Refer to Report in October 20, 2015 Board Agenda).

**APPROVAL OF FUND TRANSFERS**

Approved the General Fund, Special Revenue Fund & Capital Projects Fund Transfers for the period of September 2015 in the amount of \$506,292. (Refer to Report in October 20, 2015 Board Agenda).

**APPROVAL OF SPECIAL EDUCATION SERVICES AGREEMENT**

Approved the 2015-2016 Special Education Services Agreement with the Upper Dublin School District for the period of July 1, 2015 through June 30, 2016 for a revenue amount of \$42,116. (Refer to Agreement in October 20, 2015 Board Agenda)

**APPROVAL OF EARLY CHILDHOOD PRIVATE PROVIDER AGREEMENT AND ADDITIONAL SERVICES**

Approved the Early Childhood Private Provider Agreement with The Pennsylvania School for the Deaf for the period of July 1, 2015 through June 30, 2016 in the amount of \$3,000, and additional services with various, previously Board Approved Early Childhood Private Providers for the period of July 1, 2015 through June 30, 2016 in the total amount of \$144,000. (Refer to Agreement and list of Providers in October 20, 2015 Board Agenda)

**APPROVAL OF LEASE AGREEMENT**

Approved to Renew the Lease Agreement with the Emilie Methodist Church covering the period of July 1, 2015 through June 30, 2016 for a total amount of \$8,960. (Refer to Agreement in October 20, 2015 Board Agenda)

**APPROVAL OF AMENDMENT TO AGREEMENT**

Approved the Amendment B to Agreement with KenCrest for the Purchase of Head Start Services for Children for the period of August 1, 2015 through June 30, 2016 for a total estimated amount of \$135,792 (maximum of 36 children at \$20.50 per day for up to 184 days). (Refer to Amendment B to Agreement in October 20, 2015 Board Agenda)

**APPROVAL OF AGREEMENT**

Approved to Enter into the Digital Services Distribution Agreement with Infobase Learning for the period of October 20, 2015 to August 31, 2016 for an expense of \$0.45 per student to purchase video-on-demand services and resell to education entities; and Approved to Enter into Individual Agreements with Bucks County public schools, non-public schools, private schools, and/or institutions for a revenue amount of \$0.475 per student for Bucks County public schools, and \$0.75 per student for all other educational entities to provide Learn360 Services and related training for fee. (Refer to Agreement in October 20, 2015 Board Agenda)

**APPROVAL OF AGREEMENT**

Approved the Agreement with One Bright Ray Community High School for October 6, 2015 for revenue in the amount of \$900. (Refer to Agreement in October 20, 2015 Board Agenda)

**APPROVAL OF EXECUTIVE DIRECTOR'S INDEMNIFICATION ON BOARDS AND ORGANIZATIONS**

Approved the Indemnification of Executive Director to serve on various Boards of Directors and Community Organizations for an on-going period of time.

**APPROVAL OF AGREEMENTS**

Approved the Title I Nonpublic Remedial Reading Instruction Agreements with the Bensalem Township, Bristol Township, Central Bucks, Council Rock, Hatboro-Horsham, Morrisville Borough, Neshaminy, Souderton Area and Quakertown Community School Districts for the period of August 25, 2015 to June

30, 2016 for a total revenue amount of \$93,389.46. (Refer to Agreements in October 20, 2015 Board Agenda)

**APPROVAL OF AGREEMENT**

Approved the Technology Consultation Agreement with Upper Bucks County Technical School (UBCTS) for the period of October 21, 2015 to June 30, 2016 for a revenue amount of \$30,000 as per the terms of the agreement, pending the UBCTS and solicitor approval. (Refer to Agreement in October 20, 2015 Board Agenda)

**APPROVAL OF AGREEMENTS**

Approved the Agreements with D'Huy Engineering, Inc. for Pre-Design Engineering Services for Air Conditioning Feasibility Study at Samuel Everitt and Development of a Facilities Master Plan for BCIU Doylestown during the Fall/Winter 2015 for a total cost of \$26,000. (Refer to Agreements in October 20, 2015 Board Agenda)

**APPROVAL OF PROPOSAL**

Approved the Proposal with S. J. Thomas Co., Inc. for the construction of de-escalation rooms at Samuel Everitt during the Fall/Winter 2015 for an estimated cost of \$38,000. (Refer to Proposal in October 20, 2015 Board Agenda)

**APPROVAL OF CONTRACTS AND PURCHASES**

Approved the Contracts & Purchases for the month of October 2015 in the amount of \$191,333.41 as follows:

<b>CONTRACTS</b>	<b>DESCRIPTION</b>	<b>BUDGET</b>	<b>AMOUNT</b>
Tim Clue	Presenter Fee for Special Ed Conference on November 3, 2015	School Age Special Education	\$4,000.00
Kristan Delle R.D., LDN, CLC	Consultant Agreement 9/1/2015 to 6/30/2016 for Head Start Dietitian	Head Start Program	\$5,500.00
Catherine Fiorello	Presenter Fee for Special Ed Conference on November 3, 2015	School Age Special Education	1,200.00
Frontline Technologies	Professional Development Registration System (Annual Subscription and One-Time Start Cost) per MyLearningPlan Customer Pricing Agreement	Technology Services	10,900.00
Ashleigh James	Presenter Fee for One (1) Online Three (3) Credit Course from July 1, 2015 to July 31, 2015	Local In-Service	2,400.00

Christine Roman	Phone Consultation Fee for the 2015-2016 School Year with Teachers of Visually Impaired and Families of Students with Cortical Visual Impairment (CVI)	School Age Special Education	6,000.00
Schlupp's Maintenance Company	Head Start 2015-2016 Cleaning Services for Warminster, Levittown and Croydon Locations	Head Start	60,000.00
Visual Leap, LLC	Consultant Agreement for Presenting on November 7, 2015 at the BCIU	Local In-Service	2,500.00
Waste Management of Pennsylvania, Inc.	2015-2016 Trash Services for Head Start Program at St. Thomas Aquinas Church Plus Set Up Fee of \$150.00	Head Start Program	1,500.00
		<b>Sub-Total:</b>	<b>\$94,000.00</b>

<b>PURCHASES</b>	<b>DESCRIPTION</b>	<b>BUDGET</b>	<b>AMOUNT</b>
Armour & Sons Electric, Inc.	Labor only to correct recommendations from insurance inspection of electrical system	Facility Services - BCIU	\$6,553.00
Cadan Assistive Technology	Ablenet Inc Bluetooth Switches, Triple Play Sequencer, Interactive Music Therapy, Proximity Sensor Switch, Staltillo Corp., Latitude w/Universal Mounting Plate, Latitude Mounting Kit for iPad, Plate Switch, Trigger Switch Plus Shipping	IDEA	9,720.36
Connections Education/Advanced Academics	Additional Student Enrollments in Bridges for 2015-2016	Bridges Virtual	5,000.00
Dynamic Network Services, Inc.	RWAN QPS Annual Feature Forty (40 Units) October 6, 2015 to October 5, 2016	Technology Services	7,200.00
ePlus Technology	Renewal of Energize Updates and Instant Replacement for Barracuda Message Archiver 850 from November 9, 2015 to November 8, 2016	Technology Services	12,660.00
HIMS, Inc.	BrailleSense U2 Notetaker for Use by Students with Visual Impairments	IDEA	4,999.00

Inclusive TLC	Two (2) Eye Gaze Education Bundles and Two (2) Application - Bluetooth Ipad Switch Interface to Support Assistive Technology Students	IDEA	4,548.00
Lightspeed Technologies, Inc.	Redmike Assistive Technology Equipment: Twelve (12) 705 Systems and Seven (7) Redcat All In One Systems	IDEA	21,455.00
L-Soft Sweden AB	ListSERV Annual Maintenance and Support on Windows October 25, 2015 to October 24, 2016	Technology Services	2,800.00
Newtown Office Supply Solutions	Furniture for Office Relocations	IDEA	2,484.40
One Point, Inc.(dba: Corporate Environments)	Screen, Telescoping, 4 Panels, Fab 68H, Plus Shipping and Handling for Early Childhood Classroom at Bucks County Community College	State Early Intervention	2,184.55
One Point, Inc.(dba: Corporate Environments)	Screen, Telescoping, 4 Panels, Fab 68H, Plus Shipping and Handling for Early Childhood Classroom at Morrisville United Methodist Church	State Early Intervention	2,184.55
One Point, Inc.(dba: Corporate Environments)	Screen, Telescoping, 4 Panels, Fab 68H, Plus Shipping and Handling for Early Childhood Classroom at Ohev Shalom	State Early Intervention	2,184.55
Sungard	Sungard Human Resource Business Process Review, Training and Implementation Package, Plus Travel	Human Resources	13,360.00
		<b>Sub-Total:</b>	<u>\$97,333.41</u>
		<b>Grand Total:</b>	<u>\$191,333.41</u>

**APPROVAL OF BUCKS COUNTY SCHOOLS COOPERATIVE PURCHASING BID**

Approved to award the Bucks County Schools Cooperative Purchasing Group Catalog Discount Bid #16-605 for the period of January 1, 2016 through December 31, 2016 to the following recommended vendors:

<u>VENDOR NAME</u>	<u>% Discount</u>	<u>VENDOR NAME</u>	<u>% Discount</u>
Ablenet, Inc.	5%	Mark Andy Print Products	5-40%
Acco Brands USA LLC	40%	MFAC, LLC (M-F Athletic)	10%

Ace Educational Supplies	33%	Moore Medical LLC	Website 18%
ACP Direct	1%	Music & Arts Center	10-60%
AFP Industries	12%	NASCO	5-20%
Alimed, Inc.	17%	National Educational Music Company	0-50%
Aluminum Athletic Equipment Co.	18%	National School Products	10%
Audio Enhancement, Inc.	10%	Neff Motivation, Inc.	20-30%
Augmentative Communications Consultants, Inc.	5%	Newtown Office Supply	50%
Auto Plus	0-55%	Office Service Company	5-80%
B&H foto & Electronics Corp.	1% - 21%	Oriental Trading Company	5%
Becker's School Supplies	15%	Patterson Medical Supply, Inc.	10%
Bio Corporation	5%	Paxton/Patterson LLC	3%
BLICK Art Materials LLC	20%	Peripole, Inc.	20%
Booksource	0-25%	Perma-Bound Books	3%
Broadart Co.	25%	Philip Rosenau Co., Inc.	5-25%
BSN Sports, Passon's Sports, & US Games	8-35%	Pitsco Education	2%
Bus Parts Warehouse	50%	Plumbmaster, Inc.	20%
Calico Industries, Inc.	20%	Positive Promotions, Inc.	5%
Camcor, Inc.	3%	Pueblo Hotel Supply	18-50%
Carolina Biological Supply Company	10%	Pyramid School Products	15-35%
Cascade School Supplies	35%	Quill Corporation	10%
Cascio Interstate Music	Free Freight	Reading Foundry & Supply Company	42%
CDW Government LLC	0.5-6%	Really Good Stuff, Inc.	Volume Disc.
Cengage Learning, Inc. (Gale Products)	Free Freight	Renaissance Learning, Inc.	Volume Disc.
Central Poly Bag Corp.	5%	Resources For Reading	0-48%
Constructive Playthings	15%	ReverTech Solutions	5%
ConServ Flag Company	10%	Richter Drafting & Office Supply Co., Inc.	20-80%
Contract Paper Group, Inc.	10-50%	Riddell	20%
Dash Medical Gloves, Inc.	15%	Rifton Equipment a Divison of Community Products LLC	25%



Delcrest Medical Services, Inc.	0-20%	Riverside Publishing Company	10-15%
Demco, Inc.	6-14%	Rocky Mountian Ram LLC	10%
Discount School Supplies	20%	S&S Worldwide	18%
Discovery Toys	25%	S.A.N.E.	10%
Education Supply Network, Inc.	15-30%	Saddleback Educational, Inc.	20%
Educators Outlet	15%	Sargent Welch	33%
ETA hand2mind	15%	Scholastic, Inc.	25%
Flaghouse, Inc.	15%	School Health Corporation	15%
Flinn Scientific, Inc.	10%	School Kids Healthcare	21%
Follett School Solutions, Inc	Volume Disc.	School Nurse Supply, Inc.	6% Website
Frey Scientific	30%	School Outfitters LLC	2%
Gilboy Ford	Applied	School Specialty, Inc.	12 & 30%
Gilman Gear	5%	Scott Electric	5%
Global Gov/Ed Solutions, Inc.	0-25%	Shar Products Company	10%
Hatch, Inc.	15%	Snap-on Industrial, a Division of IDSC Holdings LLC	4-60%
HD Supply Facilities Maintenance, Ltd.	5-20%	Standard Stationery Supply Co.	10%
Henry Schein Medical	15%	Steve Weiss Music	0-60%
Heritage Food Service Group, Inc.	13-35%	Super Duper, Inc.	Web promotions
Houghton Mifflin Harcourt	25%	Suzuki Music USA	10%
Interboro Packaging Corp.	50%	T. B. Hagstoz & Son, Inc.	15%
K-Log, Inc.	5%	TouchMath	Volume Disc.
K&S Music	0-60%	Troxell Communications, Inc.	5-70%
Kamico Instructional Media, Inc.	Free Freight	Valiant National AV Supply	5%
Kaplan Early Learning Company	14%	Virco, Inc.	61%
Kurtz Bros.	12 & 25%	Ward's Science	15%
Laerdal Medical Corporation	8 & 10%	Washington Music Center, Inc.	0-60%
Lakeshore Learning Materials	5%	William V. Macgill & Co.	5-6%
Lerner Publishing Group	25%	Woodwind & Brasswind, Inc.	3%

Longstreth Sporting Goods

10%

World Book, Inc.

3-12%

**APPROVAL OF FIRST READING OF POLICY**

Approved the First Reading of Policy 716 – Integrated Pest Management. (Refer to Policy in October 20, 2015 Board Agenda).

**APPROVAL OF VARIOUS HUMAN RESOURCES ITEMS**

Approved the various Human Resources items (A through F) as amended. (Refer to attached Corrected Report dated November 5, 2015).

**INFORMATION ITEM:** Mrs. Rebecca Malamis provided a Legislative Report.

**OLD BUSINESS** – None

**NEW BUSINESS** – Mrs. Alison Smith raised a question concerning the number of recent IU van accidents. Mr. Hartline provided an explanation that relatively, the IU has a large fleet as well as using contracted vans, which travel over a large territory. A lot of the accidents are not the IU or contracted driver's fault. He also advised that there is defensive training in place for all drivers as a proactive approach to minimize the number of accidents.

**PUBLIC PARTICIPATION** - None

**ADJOURNMENT**

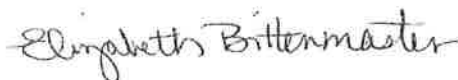
Upon a motion by Mrs. Pam Strange, seconded by Mrs. Alison Smith, and passed by unanimous voice vote of eight (8) Board Members, the Board agreed to adjourn the meeting.

The meeting adjourned at 8:03 PM.

**NEXT MEETING**

The next regularly scheduled meeting of the Bucks County Intermediate Unit #22 Board of School Directors is: **Tuesday, November 17, 2015 at 7:00 PM at the BCIU Samuel Everitt School, 145 Forsythia Dr. S, Levittown, PA 19056. (A van shuttle will be provided from the Doylestown Administration Building.)**

Respectfully Submitted,



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

School Board Meetings  
Board Member Abstention Form

Board Meeting Date: 1/12/14

Agenda Item: C: Personnel & Items #3 Separations/Termination

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Reason for Abstention: I abstained because one of the  
employees listed for termination is a close  
family friend

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Board Member Signature: 

School Board Meetings  
Board Member Abstention Form

Board Meeting Date: 1/12/10

Agenda Item: 5: Staff Conferences

Reason for Abstention: My wife was listed

Board Member Signature:

A large, stylized handwritten signature in black ink, consisting of several overlapping loops and curves, written over the signature line.

**CENTRAL BUCKS SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

**January 26, 2016**

**FOR ACTION: Treasurer's Report**

The Treasurer's Report provides a summary of financial transactions for the months of November 2015 and December 2015 which includes receipts, disbursements, and balances for all funds.

**RECOMMENDATION:**

The administration is recommending that the Board approve the Treasurer's Report for the months of November 2015 and December 2015.

**The Central Bucks School District  
General Fund  
Treasurer's Report  
11/30/2015**

<b>Beginning Cash Balance</b>		<b>\$23,622,466.97</b>
<b>Receipts</b>		
Local General Funds Receipts		
Local Collectors	5,991,744.32	
County of Bucks	547,111.68	
EIT	2,682,774.92	
Interest Earnings	4,974.80	
Facility Use Fees	10,168.75	
Tuition, Community School	342,232.38	
Contributions	20,384.75	
Miscellaneous	10,446.46	
<b>Total Local General Funds Receipts</b>	<b>\$9,609,838.06</b>	
Other Receipts		
Offsets to Expenditures	64,614.61	
Transfer from Other Funds	334,750.00	
<b>Total Other Receipts</b>	<b>\$399,364.61</b>	
<b>Total Receipts</b>		<b>\$10,009,202.67</b>
<b>Total Beginning Cash Balance and Receipts</b>		<b>\$33,631,669.64</b>

**The Central Bucks School District  
General Fund  
Treasurer's Report  
11/30/2015**

Disbursements			
Checks (see detail on following page)		2,095,208.49	
Electronic Payments:			
Debt Service Payments	2,347,571.89		
MBIT Operations Payments	987,168.75		
Employee Payroll Taxes/WH	3,027,371.25		
Employer Payroll Taxes	956,682.61		
PSERS Retire	936,060.61		
403B/457PMT	348,827.41		
Health Benefit Payments	<u>2,739,599.29</u>		
Electronic Payments Total:		11,343,281.81	
Transfer to Payroll		7,911,285.64	
<b>Total Disbursements</b>			<b>\$21,349,775.94</b>
<b>Summary:</b>			
<b>Total Beginning Cash Balance and Receipts</b> (from previous page)			<b>\$33,631,669.64</b>
<b>Cash Disbursements</b>			<b>\$21,349,775.94</b>
<b>Ending Cash Balance</b>	<b>11/30/2015</b>		<b>\$12,281,893.70</b>

**The Central Bucks School District  
 General Fund  
 Treasurer's Report  
 Check Reconciliation  
 11/30/2015**

First Check Run- Board Approved 11/10/2015	\$1,092,902.47
Second Check Run- Board Approved 12/01/2015	\$84,623.79
Third Check Run- Board Approved 12/01/2015	\$2,534,021.46
Fourth Check Run- To Be Board Approved 01/12/2016	\$84,498.34
<b>Total Check Runs-</b> Detail provided when Board Approved	<b>\$3,796,046.06</b>
Less Voided Checks	(\$63,921.05)
<b>Check Run Sub-Total</b>	<b>\$3,732,125.01</b>
Add Prior Month A/P Funded This Month	\$887,652.39
Less This Month A/P To Be Funded Next Month	\$2,524,568.91
<b>Checks Funded This Month</b>	<b>\$2,095,208.49</b>



**Food Service  
Treasurer's Report  
11/30/2015**

<b>Beginning Cash Balance</b>		<b>\$ 630,702.56</b>
<b>Receipts</b>		
Student Lunch Account Deposits	\$ 395,912.34	
Interest Earnings	<u>\$ 102.04</u>	
<b>Total Receipts</b>		<b>\$ 396,014.38</b>
<b>Disbursements</b>		
Checks	\$ 16,010.20	
Electronic payments	\$ 783,041.75	
Prior month checks paid in November	<u>\$ -</u>	
		<b>\$ 799,051.95</b>
<b>Ending Cash Balance</b>		<b>\$ 227,664.99</b>

**The Central Bucks School District  
General Fund  
Treasurer's Report  
12/31/2015**

<b>Beginning Cash Balance</b>		<b>\$12,281,893.70</b>
<b>Receipts</b>		
Local General Funds Receipts		
Local Collectors	2,364,589.32	
County of Bucks	579,726.94	
EIT	1,361,085.10	
Interest Earnings	10,654.81	
Facility Use Fees	20,642.58	
Tuition, Community School	309,769.33	
Contributions	25,548.49	
Miscellaneous	12,877.84	
<b>Total Local General Funds Receipts</b>	<b>\$4,684,894.41</b>	
Other Receipts		
Investments Matured	11,293,435.62	
Offsets to Expenditures	313,098.22	
<b>Total Other Receipts</b>	<b>\$11,606,533.84</b>	
<b>Total Receipts</b>		<b>\$16,291,428.25</b>
<b>Total Beginning Cash Balance and Receipts</b>		<b>\$28,573,321.95</b>

**The Central Bucks School District  
General Fund  
Treasurer's Report  
12/31/2015**

Disbursements			
Checks (see detail on following page)		4,635,910.79	
Electronic Payments:			
Employee Payroll Taxes/WH	3,813,605.41		
Employer Payroll Taxes	1,340,109.91		
PSERS Retire	3,118,258.62		
403B/457PMT	337,463.31		
Health Benefit Payments	2,651,864.67		
Transfer to Other Banks	<u>250,000.00</u>		
Electronic Payments Total:		11,511,301.92	
Transfer to Payroll		7,706,462.20	
<b>Total Disbursements</b>			<b>\$23,853,674.91</b>
<b>Summary:</b>			
<b>Total Beginning Cash Balance and Receipts</b> (from previous page)			<b>\$28,573,321.95</b>
<b>Cash Disbursements</b>			<b>\$23,853,674.91</b>
<b>Ending Cash Balance</b>	<b>12/31/2015</b>		<b>\$4,719,647.04</b>

**The Central Bucks School District**  
**General Fund**  
**Treasurer's Report**  
**Check Reconciliation**  
**12/31/2015**

First Check Run- Board Approved 01/12/2016	\$1,584,909.06
Second Check Run- Board Approved 01/12/2016	\$84,782.26
Third Check Run- Board Approved 01/12/2016	\$1,763,371.69
Fourth Check Run- Board Approved 01/12/2016	\$84,951.24
<b>Total Check Runs-</b> Detail provided when Board Approved	<b>\$3,518,014.25</b>
Less Voided Checks	(\$8,275.99)
<b>Check Run Sub-Total</b>	<b>\$3,509,738.26</b>
Add Prior Month A/P Funded This Month	\$2,524,568.91
Less This Month A/P To Be Funded Next Month	\$1,398,396.38
<b>Checks Funded This Month</b>	<b><u><u>\$4,635,910.79</u></u></b>

**Food Service  
Treasurer's Report  
12/31/2015**

<b>Beginning Cash Balance</b>		<b>\$ 227,664.99</b>
<b>Receipts</b>		
Student Lunch Account Deposits	\$ 344,219.24	
Interest Earnings	\$ 65.58	
Subsidies	<u>\$ 174,053.79</u>	
<b>Total Receipts</b>		<b>\$ 518,338.61</b>
<b>Disbursements</b>		
Checks	\$ 36,966.83	
Electronic payments	\$ 374,234.37	
Prior month checks paid in December	<u>\$ -</u>	
		<b>\$ 411,201.20</b>
<b>Ending Cash Balance</b>		<b>\$ 334,802.40</b>

**CENTRAL BUCKS SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

**January 26, 2016**

**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 January 11, 2016 and January 15, 2016; Fund 3 checks dated January 8, 2016 and January 20, 2016; and Fund 5 checks dated January 8, 2016.

**RECOMMENDATION:**

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

**Bank Account - Check Details by Date**

Central Bucks School District

January 11, 2016 9:26 AM

Page 1

MPINTO

*fund ①*

Bank Account: No.: TD GENERAL AP, Date Filter: 01/11/16

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.				
01/11/16	190345	18335	iBOSS, INC. CYBER SECURITY	68,900.00	0.00	Posted
			<b>Totals for 01/11/16</b>	<b>68,900.00</b>	<b>0.00</b>	

TD Bank. N.A.

**Bank Account - Check Details by Date**  
 Central Bucks School District

January 15, 2016 9:10 AM  
 Page 1  
 MPINTO

*Fund ①  
 A/P P/R*

Bank Account: No.: TD GENERAL AP, Date Filter: 01/15/16  
 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.				
01/15/16	190346	13986	CA SDU	85.93	0.00	Posted
01/15/16	190347	009920	CBEA	70,753.08	0.00	Posted
01/15/16	190348	009921	CBESPA	11,318.76	0.00	Posted
01/15/16	190349	009923	CBTA	1,571.88	0.00	Posted
01/15/16	190350	13076	G.H.HARRIS ASSOCIATES, INC.	271.30	0.00	Posted
01/15/16	190351	010067	PHEAA	625.00	0.00	Posted
01/15/16	190352	010100	UNITED WAY OF BUCKS CO	265.82	0.00	Posted
			<b>Totals for 01/15/16</b>	<b>84,891.77</b>	<b>0.00</b>	



**Bank Account - Check Details by Date**  
 Central Bucks School District

FUND (3)

January 8, 2016 11:46 AM

Page 1

MPINTO

Bank Account: No.: TD CAPITAL, Date Filter: 01/08/16  
 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.				
01/08/16	003228	16143	BCCD	500.00	0.00	Posted
01/08/16	003229	000694	BUCKS COUNTY CONSERVATION DIS	925.00	0.00	Posted
01/08/16	003230	12450	FRAYTAK VEISZ HOPKINS DUTHIE, P.	20,400.00	0.00	Posted
01/08/16	003231	17045	GOLDHORN ELECTRICAL CONSTRUC	1,048.80	0.00	Posted
01/08/16	003232	8792	HEWLETT PACKARD COMPANY	4,975.20	0.00	Posted
01/08/16	003233	18248	JLK CONTRACTING, INC.	85,331.20	0.00	Posted
01/08/16	003234	16077	KCBA ARCHITECTS	112,066.87	0.00	Posted
01/08/16	003235	17642	PA CLEAN WATER FUND	400.00	0.00	Posted
01/08/16	003236	005179	PLUMSTEAD TWP.	2,824.54	0.00	Posted
01/08/16	003237	11063	PRO COM ROOFING	48,088.75	0.00	Posted
01/08/16	003238	17882	TRENDWAY CORPORATION	619.25	0.00	Posted
01/08/16	003239	006396	VISUAL SOUND, INC.	2,445.00	0.00	Posted
01/08/16	CC00199	002704	GILMORE & ASSOCIATES, INC.	2,798.75	0.00	Posted
			<b>Totals for 01/08/16</b>	<b>282,423.36</b>	<b>0.00</b>	

Bank Account - Check Details by Date  
 Central Bucks School District

Fund ③

Bank Account: No.: TD CAPITAL, Date Filter: 01/20/16

Date	Check No.	Vendor No.	Vendor Name	Amount	Voided Amount	Entry Status
<b>TD CAPITAL</b>		<b>TD Bank, N.A.</b>				
01/20/16	003240	16143	BCCD- CLEAN WATER FUND	0.00	500.00	Voided
01/20/16	003241	000694	BUCKS COUNTY CONSERVATION DIS	0.00	1,237.50	Voided
01/20/16	003242	17642	PA CLEAN WATER FUND	0.00	700.00	Voided
01/20/16	003243	006486	WARRINGTON TOWNSHIP	0.00	5,000.00	Voided
01/20/16	003244	16143	BCCD- CLEAN WATER FUND	500.00	0.00	Posted
01/20/16	003245	000694	BUCKS COUNTY CONSERVATION DIS	1,237.50	0.00	Posted
01/20/16	003246	17642	PA CLEAN WATER FUND	700.00	0.00	Posted
01/20/16	003247	006486	WARRINGTON TOWNSHIP	5,000.00	0.00	Posted
<b>Totals for 01/20/16</b>				<b>7,437.50</b>	<b>7,437.50</b>	

TD Bank, N.A.

Bank Account - Check Details by Date  
Central Bucks School District

just 5

January 8, 2016 1:47 PM

Page 1  
MPINTO

Bank Account: No.: TD FOOD SERVICE, Date Filter: 01/08/16  
Check Ledger: Bank Account No.: TD FOOD SERVICE

Date	Check No.	Vendor No.	Vendor Name	Amount	Voided Amount	Entry Status
TD FOOD SERVICE		TD Bank, N.A.				
01/08/16	CF00463	7044	INSINGER MACHINE CO.	174.00	0.00	Posted
01/08/16	CF00464	7044	INSINGER MACHINE CO.	219.25	0.00	Posted
01/08/16	CF00465	7044	INSINGER MACHINE CO.	174.00	0.00	Posted
01/08/16	CF00466	7044	INSINGER MACHINE CO.	977.97	0.00	Posted
01/08/16	CF00467	7044	INSINGER MACHINE CO.	174.00	0.00	Posted
			Totals for 01/08/16	1,719.22	0.00	

**CENTRAL BUCKS SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

**January 26, 2016**

**FOR ACTION: Budgetary Transfers**

The annual expenditure budget is approved on a detailed state mandated format. As the fiscal year proceeds, actual required expenditures may exceed the original budget in certain categories and also actual required expenditures may fall below the original budget in other categories. The State requires that the Board approve budgetary transfers to cover all higher than anticipated expenditures that occur in budget categories. Several budgetary transfers have been identified at this time and the need for additional budgetary transfers is likely between now and the end of the fiscal 2015-2016 fiscal year.

**RECOMMENDATION:**

The administration is recommending that the Board approve the following budgetary transfers for fiscal 2015-2016 and proceed with preparing any additional budgetary transfers needed for the fiscal 2015-2016 school year.

BUDGETARY TRANSFERS  
Budget Transfers 2015 - 2016

FROM:	1100 - 100	Instruction - Salaries	30,000
TO:	2100 - 100	Support Services - Salaries	30,000

Reallocate budgeted payroll from Instruction to Support Services.

\*\*\*\*\*

FROM:	2200 - 700	Instructional Support - Property	3,300
TO:	2200 - 800	Instructional Support - Dues & Fees	3,300

Reallocate budget within the Instructional Support Function.

\*\*\*\*\*

FROM:	2300 - 600	Administrative Support Serv - Supplies	15,000
TO:	2300 - 700	Administrative Support Serv - Property	15,000

Reallocate budget within the Administrative Support Services Function.

\*\*\*\*\*

FROM:	1100 - 600	Instruction - Supplies	4,000
TO:	1400 - 600	Alternative Ed - Supplies	4,000

Reallocate budget for supplies from the Instruction Function to the Alternative Ed Function.

\*\*\*\*\*

FROM:	2500 - 100	Business Support - Salaries	2,700
TO:	2500 - 800	Business Support - Dues & Fees	2,700

Reallocate budget in the Business Support Function.

\*\*\*\*\*

FROM:	2700 - 600	Transportation - Supplies	30,000
TO:	2700 - 700	Transportation - Property	30,000

Reallocate budget in the Transportation Function.

\*\*\*\*\*

FROM:	3250 - 700	Student Activities - Property	10,000
TO:	3250 - 500	Student Activities - Other Purchase Services	10,000

Reallocate budget in the Student Activities Function.

\*\*\*\*\*

**CENTRAL BUCKS SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

**January 26, 2016**

**FOR ACTION: Approval of the 2016-17 Preliminary Budget**

The school board will consider a resolution adopting the preliminary budget for fiscal year 2016-17 in the amount of \$323,660,171. Act 1 of 2006 requires school districts to publically post the budget for 20 days prior to the school board taking action to adopt the preliminary budget. The district has met that requirement.

The budget presentation from December 1<sup>st</sup>, 2015 was posted on the district website and the state budget form PDE 2028 was posted as soon as it was available from PDE.

Act 1 also caps the amount a school district budget can increase from year to year. For fiscal year 2016-17 the Act 1 base limit is 2.4%. This means the millage rate can increase by 2.4% over 2015-16 levels. Since the school district mandated retirement contributions will be increasing by over 16%, well above the base inflation rate of 2.4%, the district qualifies for an Act 1 exception for state mandated retirement expenses.

An Act 1 exception allows school districts to increase the millage rate beyond the 2.4% base inflation rate because the retirement contributions are not under the control of local school boards. It is estimated that the retirement contribution exception could allow an additional millage increase of 1.1% for a total of 3.5%. The retirement exception should only be needed if the governor/state legislators reduce state subsidies to school districts. The governor's state budget address for the next fiscal year occurs in early to mid-February.

The 2016-17 budget is an increase of \$12,165,459 over the 2015-16 budget. Of the increased amount, \$6.4M can be attributed to increased retirement system contributions. The remaining \$5.8M can mainly be attributed to contractual salaries and health care benefit increases and the proposal to increase hours and provide health care benefits for approximately 29 Special Education Assistants. In addition, it is proposed to expand the Extra Duty Responsibility (EDR's) compensation program for payment of after school activity leaders for sports, band, plays, and student clubs to attract more Central Bucks teachers and staff and to minimize the fund raising burden on the community.

No changes have been made to the 2016-17 proposed preliminary budget since the December 1<sup>st</sup> Board approval. If the school board approves the preliminary budget, administration will forward all appropriate documentation to the Pennsylvania Department of Education (PDE) for their review along with a request for an Act 1 referendum exception for mandated retirement expense increases.

**RECOMMENDATION:**

The administration is recommending that the Board approve the resolution for the 2016-17 preliminary budget with submission to PDE, and PDE submission of an Act 1 referendum exception for mandated retirement system expenses.

## CENTRAL BUCKS SCHOOL DISTRICT

### **Resolution Approving Preliminary Budget and Authorizing Referendum Exception and Final Budget Notice**

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

1. The Proposed Preliminary Budget of the School District for the 2016- 2017 fiscal year on form PDE 2028 as presented to the School Board is adopted as a Preliminary Budget Proposal for the School District General Fund. The Administration and School Board will continue review of budget components, and the Preliminary Budget may be revised prior to adoption of a Final Budget for the 2016- 2017 fiscal year.
2. The Act 1 index applicable to the School District as calculated by the Pennsylvania Department of Education is 2.4%. The Preliminary Budget Proposal assumes that the School District will receive approval for use of one or more Act 1 real estate tax referendum exceptions. The School District shall take all steps required to obtain approval for the referendum exceptions contemplated in the Preliminary Budget Proposal, including advertising once in a newspaper of general circulation and placing on the School District internet website Act 1 Referendum Exception Notice in substantially the form as presented to the School Board.
3. The School District shall continue to make the Preliminary Budget Proposal available for public inspection, and shall make the Proposed Final Budget in its then current form available for public inspection at least 20 days before the date scheduled for adoption of the Final Budget.
4. At least 10 days before the date scheduled for adoption of the Final Budget, the Secretary shall advertise Final Budget Notice in substantially the form as presented to the School Board. The notice shall be advertised once in a newspaper of general circulation and shall be posted conspicuously at the School District offices.
5. School District officials shall take all action necessary or appropriate to carry out the intent of this resolution.

## CENTRAL BUCKS SCHOOL DISTRICT

### Act 1 Referendum Exception Notice

Pursuant to Act 1, the Pennsylvania Department of Education publishes an index % applicable to the School District. The school district real estate tax increase for the next fiscal year is limited to the index % unless the proposed tax rate is approved by voters pursuant to a referendum or the School District qualifies for an Act 1 exception(s). As a result of special circumstances covered by an Act 1 referendum exception, a tax rate % increase above the index might be required to balance the School District budget for the next fiscal year. The tax to be levied is required to provide a quality education program as reflected in the School District Preliminary Budget.

The School District intends to seek approval from the Pennsylvania Department of Education as required by Act 1 for an exception allowing increase of the real estate tax as reflected in the School District Preliminary Budget. The Preliminary Budget is available for public inspection at [WWW.CBSD.Org](http://WWW.CBSD.Org) and at the School District offices, 20 Welden Drive, Doylestown, Pennsylvania.

\_\_\_\_\_, Secretary



**CERTIFICATION OF USE OF PDE-2028  
FOR PUBLIC INSPECTION OF 2016-2017 PROPOSED BUDGET**

24 PS 6-687(a)(1)

(03/2006)

SCHOOL DISTRICT NAME	COUNTY NAME	AUN
Central Bucks School District	BUCKS	122092102

Section 687(a)(1) of the School Code requires the president of the board of school directors of each school district to certify to the Department of Education that the proposed budget was prepared, presented, and will be made available for public inspection using the uniform form prepared and furnished by the Department of Education.

I hereby certify that the proposed general fund budget was prepared, presented and made available for public inspection using the Department of Education's form PDE-2028, General Fund Budget.

SIGNATURE OF SCHOOL BOARD PRESIDENT	DATE

DUE DATE: IMMEDIATELY FOLLOWING  
ADOPTION OF PROPOSED  
FINAL GENERAL FUND BUDGET

RETURN TO: PENNSYLVANIA DEPARTMENT OF EDUCATION  
BUREAU OF BUDGET AND FISCAL MANAGEMENT  
DIVISION OF SUBSIDY DATA AND ADMINISTRATION  
333 MARKET STREET, 4th FLOOR  
HARRISBURG, PA 17126-0333

# PRELIMINARY GENERAL FUND BUDGET

Fiscal Year 2016-2017

## General Fund Budget Approval

Date of Adoption of the General Fund Budget: 12/02/2015

\_\_\_\_\_  
President of the Board - Original Signature Required

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary of the Board - Original Signature Required

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief School Administrator - Original Signature Required

\_\_\_\_\_  
Date

Susan Vincent

(267)893-2077

Extn :

\_\_\_\_\_  
Contact Person

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Extension

svincent@cbsd.org

\_\_\_\_\_  
Email Address

<u>ITEM</u>	<u>AMOUNTS</u>
<b>Estimated Beginning Unreserved Fund Balance Available for Appropriation and Reserves Scheduled For Liquidation During The Fiscal Year</b>	
Nonspendable Fund Balance	2,511,016
Restricted Fund Balance	
Committed Fund Balance	
Assigned Fund Balance	11,819,434
Unassigned Fund Balance	11,414,537
<b>Total Estimated Beginning Unreserved Fund Balance Available for Appropriation and Reserves Scheduled For Liquidation During The Fiscal Year</b>	<b><u>23,233,971</u></b>
<b>Estimated Revenues And Other Financing Sources</b>	
6000 Revenue from Local Sources	265,384,699
7000 Revenue from State Sources	56,325,472
8000 Revenue from Federal Sources	1,950,000
9000 Other Financing Sources	
<b>Total Estimated Revenues And Other Financing Sources</b>	<b><u>323,660,171</u></b>
<b>Total Estimated Fund Balance, Revenues, and Other Financing Sources Available for Appropriation</b>	<b><u>346,894,142</u></b>

	<u>Amount</u>
<b>REVENUE FROM LOCAL SOURCES</b>	
6111 Current Real Estate Taxes	225,569,019
6112 Interim Real Estate Taxes	1,850,000
6113 Public Utility Realty Taxes	275,000
6150 Current Act 511 Taxes – Proportional Assessments	27,450,000
6400 Delinquencies on Taxes Levied / Assessed by the LEA	2,550,000
6500 Earnings on Investments	315,000
6700 Revenues from LEA Activities	315,000
6800 Revenues from Intermediary Sources / Pass-Through Funds	2,500,000
6910 Rentals	50,000
6920 Contributions and Donations from Private Sources	400,000
6940 Tuition from Patrons	375,000
6960 Services Provided Other Local Governmental Units / LEAs	4,500
6980 Revenue from Community Services Activities	3,650,000
6990 Refunds and Other Miscellaneous Revenue	81,180
<b>REVENUE FROM LOCAL SOURCES</b>	<b>265,384,699</b>
<b>REVENUE FROM STATE SOURCES</b>	
7110 Basic Education Funding	16,500,000
7160 Tuition for Orphans Subsidy	250,000
7271 Special Education funds for School-Aged Pupils	7,200,000
7310 Transportation (Pupil and Nonpublic/CS)	3,100,000
7320 Rental and Sinking Fund Payments / Building Reimbursement Subsidy	1,000,000
7330 Health Services (Medical, Dental, Nurse, Act 25)	350,000
7810 State Share of Social Security and Medicare Taxes	5,441,786
7820 State Share of Retirement Contributions	22,483,686
<b>REVENUE FROM STATE SOURCES</b>	<b>56,325,472</b>
<b>REVENUE FROM FEDERAL SOURCES</b>	
8514 NCLB, Title I – Improving the Academic Achievement of the Disadvantaged	550,000
8515 NCLB, Title II – Preparing, Training and Recruiting High Quality Teachers and Principals	270,000
8516 NCLB, Title III – Language Instruction for Limited English Proficient and Immigrant Students	30,000
8810 School-Based Access Medicaid Reimbursement Program (SBAP) Reimbursements (Access)	1,045,000
8820 Medical Assistance Reimbursement for Administrative Claiming (Quarterly) Program	55,000
<b>REVENUE FROM FEDERAL SOURCES</b>	<b>1,950,000</b>
<b>TOTAL ESTIMATED REVENUES AND OTHER SOURCES</b>	<b>323,660,171</b>

2016-2017 Preliminary General Fund Budget (PDE-2028)

AUN: 122092102 Central Bucks SD  
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Real Estate Tax Rate (RETR) Report for 2016-2017

Multi-County Rebalancing Based on Methodology of Section 672.1 of School Code  
 Page - 1 of 3

Act 1 Index (current): 2.4%

Calculation Method:

Rate

Approx. Tax Revenue from RE Taxes: \$225,569,019  
 Amount of Tax Relief for Homestead Exclusions: \$0  
 Total Approx. Tax Revenue: \$225,569,019  
 Approx. Tax Levy for Tax Rate Calculation: \$231,151,323

Bucks

Total

2015-16 Data		
a. Assessed Value	\$1,790,763,039	\$1,790,763,039
b. Real Estate Mills	124.1000	
<b>i. 2016-17 Data</b>		
c. 2014 STEB Market Value	\$15,038,198,731	\$15,038,198,731
d. Assessed Value	\$1,799,683,300	\$1,799,683,300
e. Assessed Value of New Constr/ Renov	\$0	\$0
<b>2015-16 Calculations</b>		
f. 2015-16 Tax Levy (a * b)	\$222,233,693	\$222,233,693
<b>2016-17 Calculations</b>		
g. Percent of Total Market Value	100.00000%	100.00000%
h. Rebalanced 2015-16 Tax Levy (f Total * g)	\$222,233,693	\$222,233,693
i. Base Mills Subject to Index (h / a * 1000) if no reassessment (h / (d-e) * 1000) if reassessment	124.1000	
<b>Calculation of Tax Rates and Levies Generated</b>		
j. Weighted Avg. Collection Percentage	97.58500%	97.58500%
k. Tax Levy Needed (Approx. Tax Levy * g)	\$231,151,323	\$231,151,323
<b>l. 2016-17 Real Estate Tax Rate</b> (k / d * 1000)	<b>128.4400</b>	
<b>iii. m. Tax Levy Generated by Mills</b> (l / 1000 * d)	\$231,151,323	\$231,151,323
n. Tax Levy minus Tax Relief for Homestead Exclusions (m - Amount of Tax Relief for Homestead Exclusions)		\$231,151,323
o. Net Tax Revenue Generated By Mills (n * Est. Pct. Collection)		\$225,569,019

Act 1 Index (current): 2.4%

Calculation Method:	Rate
Approx. Tax Revenue from RE Taxes:	\$225,569,019
Amount of Tax Relief for Homestead Exclusions	\$0
Total Approx. Tax Revenue:	\$225,569,019
Approx. Tax Levy for Tax Rate Calculation:	\$231,151,323

	Bucks	Total
<b>Index Maximums</b>		
p. Maximum Mills Based On Index (i * (1 + Index))	127.0784	
q. Mills In Excess of Index (if (l > p), (l - p))	1.3616	
r. Maximum Tax Levy Based On Index (p / 1000 * d)	\$228,700,874	\$228,700,874
IV. s. Millage Rate within Index? (if l > p Then No)	No	
t. Tax Levy In Excess of Index (if (m > r), (m - r))	\$2,450,449	\$2,450,449
u. Tax Revenue In Excess of Index (t * Est. Pct. Collection)	\$2,391,271	\$2,391,271

**Information Related to Property Tax Relief**

V. Assessed Value Exclusion per Homestead	\$0	
Number of Homestead/Farmstead Properties		
Median Assessed Value of Homestead Properties		\$0

Act 1 Index (current): 2.4%

Calculation Method:	Rate
Approx. Tax Revenue from RE Taxes:	\$225,569,019
Amount of Tax Relief for Homestead Exclusions	<u>\$0</u>
Total Approx. Tax Revenue:	\$225,569,019
Approx. Tax Levy for Tax Rate Calculation:	\$231,151,323
	Bucks

Total

State Property Tax Reduction Allocation used for: Homestead Exclusions	\$0	Lowering RE Tax Rate	\$0	\$0
Prior Year State Property Tax Reduction Allocation used for: Homestead Exclusions	\$0			\$0
<b>Amount of Tax Relief from State/Local Sources</b>				<b>\$0</b>

CODE

6111 <u>Current Real Estate Taxes</u>				<u>Amount of Tax Relief for Homestead Exclusions</u>	<u>Tax Levy Minus Homestead Exclusions</u>	<u>Percent Collected</u>	<u>Net Tax Revenue Generated By Mills</u>
<u>County Name</u>	<u>Taxable Assessed Value</u>	<u>Real Estate Mills</u>	<u>Tax Levy Generated by Mills</u>				
Bucks	1,799,683,300	128.4400	231,151,323			97.58500%	
<b>Totals:</b>	<b>1,799,683,300</b>		<b>231,151,323</b>	<b>0 =</b>	<b>231,151,323 X</b>	<b>97.58500% =</b>	<b>225,569,019</b>

	<u>Rate</u>		<u>Estimated Revenue</u>
6120 <u>Current Per Capita Taxes, Section 679</u>	\$0.00		0
6140 <u>Current Act 511 Taxes – Flat Rate Assessments</u>	<u>Rate</u>	<u>Add'l Rate (if appl.)</u>	<u>Tax Levy</u>
6141 Current Act 511 Per Capita Taxes	\$0.00	\$0.00	0
6142 Current Act 511 Occupation Taxes – Flat Rate	\$0.00	\$0.00	0
6143 Current Act 511 Local Services Taxes	\$0.00	\$0.00	0
6144 Current Act 511 Trailer Taxes	\$0.00	\$0.00	0
6145 Current Act 511 Business Privilege Taxes – Flat Rate	\$0.00	\$0.00	0
6146 Current Act 511 Mechanical Device Taxes – Flat Rate	\$0.00	\$0.00	0
6149 Current Act 511 Taxes, Other Flat Rate Assessments	\$0.00	\$0.00	0
<b>Total Current Act 511 Taxes – Flat Rate Assessments</b>			<b>0</b>
6150 <u>Current Act 511 Taxes – Proportional Assessments</u>	<u>Rate</u>	<u>Add'l Rate (if appl.)</u>	<u>Estimated Revenue</u>
6151 Current Act 511 Earned Income Taxes	0.500%	0.000%	23,329,500
6152 Current Act 511 Occupation Taxes	0.000	0.000	0
6153 Current Act 511 Real Estate Transfer Taxes	0.500%	0.000%	4,800,000
6154 Current Act 511 Amusement Taxes	0.000%	0.000%	0
6155 Current Act 511 Business Privilege Taxes	0.000	0.000	0
6156 Current Act 511 Mechanical Device Taxes – Percentage	0.000%	0.000%	0
6157 Current Act 511 Mercantile Taxes	0.000	0.000	0
6159 Current Act 511 Taxes, Other Proportional Assessments	0	0	0
<b>Total Current Act 511 Taxes – Proportional Assessments</b>			<b>28,129,500</b>
<b>Total Act 511, Current Taxes</b>			<b>27,450,000</b>
<b>Act 511 Tax Limit --&gt;</b>		<b>15,038,198,731 X</b>	<b>12</b>
		<b>Market Value</b>	<b>Mills</b>
			<b>180,458,385</b>
			<b>(511 Limit)</b>



Tax Function	Description	Tax Rate Charged in:		Percent Change in Rate	Less than or equal to Index	Index	Additional Tax Rate Charged in:		Percent Change in Rate	Less than or equal to Index
		2015-16 (Rebalanced)	2016-17				2015-16 (Rebalanced)	2016-17		
6111	<u>Current Real Estate Taxes</u> Bucks	124.1000	128.4400	3.50%	No	2.4%				
6120	Current Per Capita Taxes, Section 679 <u>Current Act 511 Taxes - Flat Rate Assessments</u>					2.4%				
6141	Current Act 511 Per Capita Taxes					2.4%				
6142	Current Act 511 Occupation Taxes - Flat Rate					2.4%				
6143	Current Act 511 Local Services Taxes					2.4%				
6144	Current Act 511 Trailer Taxes					2.4%				
6145	Current Act 511 Business Privilege Taxes - Flat Rate					2.4%				
6146	Current Act 511 Mechanical Device Taxes - Flat Rate					2.4%				
6149	Current Act 511 Taxes, Other Flat Rate Assessments <u>Current Act 511 Taxes - Proportional Assessments</u>					2.4%				
6151	Current Act 511 Earned Income Taxes	0.500%	0.500%	0.00%	Yes	2.4%				
6152	Current Act 511 Occupation Taxes					2.4%				
6153	Current Act 511 Real Estate Transfer Taxes	0.500%	0.500%	0.00%	Yes	2.4%				
6154	Current Act 511 Amusement Taxes					2.4%				
6155	Current Act 511 Business Privilege Taxes					2.4%				
6156	Current Act 511 Mechanical Device Taxes - Percentage					2.4%				
6157	Current Act 511 Mercantile Taxes					2.4%				
6159	Current Act 511 Taxes, Other Proportional Assessments					2.4%				

<u>Description</u>	<u>Amount</u>
<b>1000 Instruction</b>	
1100 Regular Programs - Elementary / Secondary	132,506,640
1200 Special Programs - Elementary / Secondary	41,563,673
1300 Vocational Education	4,675,258
1400 Other Instructional Programs - Elementary / Secondary	4,517,451
<b>Total Instruction</b>	<b>183,463,022</b>
<b>2000 Support Services</b>	
2100 Support Services - Students	13,061,281
2200 Support Services - Instructional Staff	11,039,620
2300 Support Services - Administration	14,821,638
2400 Support Services - Pupil Health	3,750,563
2500 Support Services - Business	1,641,854
2600 Operation and Maintenance of Plant Services	25,459,400
2700 Student Transportation Services	19,770,860
2800 Support Services - Central	2,721,214
2900 Other Support Services	252,840
<b>Total Support Services</b>	<b>92,519,270</b>
<b>3000 Operation of Non-Instructional Services</b>	
3200 Student Activities	3,729,746
3300 Community Services	3,503,449
<b>Total Operation of Non-Instructional Services</b>	<b>7,233,195</b>
<b>5000 Other Expenditures and Financing Uses</b>	
5100 Debt Service / Other Expenditures and Financing Uses	16,068,194
5200 Interfund Transfers - Out	24,376,490
<b>Total Other Expenditures and Financing Uses</b>	<b>40,444,684</b>
<b>Total Estimated Expenditures and Other Financing Uses</b>	<b>323,660,171</b>

<u>Description</u>	<u>Amount</u>
<b>1000 Instruction</b>	
<b>1100 Regular Programs - Elementary / Secondary</b>	
100 Personnel Services - Salaries	83,559,344
200 Personnel Services - Employee Benefits	45,684,374
300 Purchased Professional and Technical Services	46,500
400 Purchased Property Services	705,000
500 Other Purchased Services	86,422
600 Supplies	2,100,000
700 Property	315,000
800 Other Objects	10,000
<b>Total Regular Programs - Elementary / Secondary</b>	<b>132,506,640</b>
<b>1200 Special Programs - Elementary / Secondary</b>	
100 Personnel Services - Salaries	22,819,495
200 Personnel Services - Employee Benefits	14,043,960
300 Purchased Professional and Technical Services	3,274,718
400 Purchased Property Services	7,500
500 Other Purchased Services	1,175,000
600 Supplies	180,000
700 Property	60,000
800 Other Objects	3,000
<b>Total Special Programs - Elementary / Secondary</b>	<b>41,563,673</b>
<b>1300 Vocational Education</b>	
500 Other Purchased Services	4,875,258
<b>Total Vocational Education</b>	<b>4,875,258</b>
<b>1400 Other Instructional Programs - Elementary / Secondary</b>	
100 Personnel Services - Salaries	577,923
200 Personnel Services - Employee Benefits	304,828
300 Purchased Professional and Technical Services	72,500
500 Other Purchased Services	3,555,000
600 Supplies	7,200
<b>Total Other Instructional Programs - Elementary / Secondary</b>	<b>4,517,451</b>
<b>Total Instruction</b>	<b>183,463,022</b>
<b>2000 Support Services</b>	
<b>2100 Support Services - Students</b>	
100 Personnel Services - Salaries	8,357,885
200 Personnel Services - Employee Benefits	4,554,946
300 Purchased Professional and Technical Services	65,500
400 Purchased Property Services	1,000
500 Other Purchased Services	1,950
600 Supplies	80,000
<b>Total Support Services - Students</b>	<b>13,061,281</b>
<b>2200 Support Services - Instructional Staff</b>	
100 Personnel Services - Salaries	6,414,018

<u>Description</u>	<u>Amount</u>
200 Personnel Services - Employee Benefits	3,804,422
300 Purchased Professional and Technical Services	30,750
400 Purchased Property Services	86,430
500 Other Purchased Services	250,000
600 Supplies	302,000
700 Property	150,000
800 Other Objects	2,000
<b>Total Support Services - Instructional Staff</b>	<b>11,039,620</b>
<b>2300 Support Services - Administration</b>	
100 Personnel Services - Salaries	8,522,733
200 Personnel Services - Employee Benefits	4,674,978
300 Purchased Professional and Technical Services	1,084,890
400 Purchased Property Services	21,000
500 Other Purchased Services	347,289
600 Supplies	102,500
700 Property	16,218
800 Other Objects	52,030
<b>Total Support Services - Administration</b>	<b>14,821,638</b>
<b>2400 Support Services - Pupil Health</b>	
100 Personnel Services - Salaries	2,459,682
200 Personnel Services - Employee Benefits	1,157,858
300 Purchased Professional and Technical Services	59,245
400 Purchased Property Services	205
500 Other Purchased Services	308
600 Supplies	56,000
700 Property	17,000
800 Other Objects	265
<b>Total Support Services - Pupil Health</b>	<b>3,750,563</b>
<b>2500 Support Services - Business</b>	
100 Personnel Services - Salaries	1,041,453
200 Personnel Services - Employee Benefits	528,851
300 Purchased Professional and Technical Services	26,250
400 Purchased Property Services	7,800
500 Other Purchased Services	17,500
600 Supplies	15,000
700 Property	2,500
800 Other Objects	2,500
<b>Total Support Services - Business</b>	<b>1,641,854</b>
<b>2600 Operation and Maintenance of Plant Services</b>	
100 Personnel Services - Salaries	9,864,984
200 Personnel Services - Employee Benefits	6,506,216
300 Purchased Professional and Technical Services	5,350,000
400 Purchased Property Services	585,000
500 Other Purchased Services	3,000,000
600 Supplies	150,000
700 Property	3,200

<u>Description</u>	<u>Amount</u>
<b>Total Operation and Maintenance of Plant Services</b>	<b>25,459,400</b>
<b>2700 Student Transportation Services</b>	
100 Personnel Services - Salaries	5,256,666
200 Personnel Services - Employee Benefits	3,788,294
300 Purchased Professional and Technical Services	3,500
400 Purchased Property Services	234,400
500 Other Purchased Services	9,532,500
600 Supplies	910,000
700 Property	45,000
800 Other Objects	500
<b>Total Student Transportation Services</b>	<b>19,770,860</b>
<b>2800 Support Services - Central</b>	
100 Personnel Services - Salaries	878,030
200 Personnel Services - Employee Benefits	475,184
300 Purchased Professional and Technical Services	315,000
400 Purchased Property Services	564,000
500 Other Purchased Services	311,000
600 Supplies	128,000
700 Property	50,000
<b>Total Support Services - Central</b>	<b>2,721,214</b>
<b>2900 Other Support Services</b>	
500 Other Purchased Services	252,840
<b>Total Other Support Services</b>	<b>252,840</b>
<b>Total Support Services</b>	<b>92,519,270</b>
<b>3000 Operation of Non-Instructional Services</b>	
<b>3200 Student Activities</b>	
100 Personnel Services - Salaries	2,070,552
200 Personnel Services - Employee Benefits	702,694
300 Purchased Professional and Technical Services	515,000
400 Purchased Property Services	16,500
500 Other Purchased Services	350,000
600 Supplies	75,000
<b>Total Student Activities</b>	<b>3,729,746</b>
<b>3300 Community Services</b>	
100 Personnel Services - Salaries	2,163,447
200 Personnel Services - Employee Benefits	902,400
300 Purchased Professional and Technical Services	67,250
400 Purchased Property Services	3,100
500 Other Purchased Services	44,297
600 Supplies	317,500
700 Property	5,000
800 Other Objects	455
<b>Total Community Services</b>	<b>3,503,449</b>
<b>Total Operation of Non-Instructional Services</b>	<b>7,233,195</b>

<u>Description</u>	<u>Amount</u>
<b>5000 Other Expenditures and Financing Uses</b>	
<b>5100 Debt Service / Other Expenditures and Financing Uses</b>	
800 Other Objects	4,063,194
900 Other Uses of Funds	12,005,000
<b>Total Debt Service / Other Expenditures and Financing Uses</b>	<b>16,068,194</b>
<b>5200 Interfund Transfers - Out</b>	
900 Other Uses of Funds	24,376,490
<b>Total Interfund Transfers - Out</b>	<b>24,376,490</b>
<b>Total Other Expenditures and Financing Uses</b>	<b>40,444,684</b>
<b>TOTAL EXPENDITURES</b>	<b>323,660,171</b>

2016-2017 Preliminary General Fund Budget (PDE-2028)

Schedule Of Cash And Investments (CAIN)

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Page - 1 of 2

<u>Cash and Short-Term Investments</u>	<u>06/30/2016 Estimate</u>	<u>06/30/2017 Projection</u>
General Fund	30,000,000	30,500,000
Public Purpose (Expendable) Trust Fund		
Other Comptroller-Approved Special Revenue Funds		
Athletic / School-Sponsored Extra Curricular Activities Fund		
Capital Reserve Fund - § 690, §1850	15,500,000	18,000,000
Capital Reserve Fund - § 1431		
Other Capital Projects Fund		
Debt Service Fund	25,000,000	3,000,000
Food Service / Cafeteria Operations Fund	200,000	200,000
Child Care Operations Fund		
Other Enterprise Funds		
Internal Service Fund		
Private Purpose Trust Fund		
Investment Trust Fund		
Pension Trust Fund		
Activity Fund		
Other Agency Fund		
Permanent Fund		
<b>Total Cash and Short-Term Investments</b>	<b>70,700,000</b>	<b>51,700,000</b>

<u>Long-Term Investments</u>	<u>06/30/2016 Estimate</u>	<u>06/30/2017 Projection</u>
General Fund	12,000,000	13,000,000
Public Purpose (Expendable) Trust Fund		
Other Comptroller-Approved Special Revenue Funds		
Athletic / School-Sponsored Extra Curricular Activities Fund		
Capital Reserve Fund - § 690, §1850		
Capital Reserve Fund - § 1431		
Other Capital Projects Fund		
Debt Service Fund		
Food Service / Cafeteria Operations Fund		
Child Care Operations Fund		
Other Enterprise Funds		
Internal Service Fund		
Private Purpose Trust Fund		
Investment Trust Fund		
Pension Trust Fund		
Activity Fund		
Other Agency Fund		

<u>Long-Term Investments</u>	<u>06/30/2016 Estimate</u>	<u>06/30/2017 Projection</u>
Permanent Fund		
<b>Total Long-Term Investments</b>	<b>12,000,000</b>	<b>13,000,000</b>
<b>TOTAL CASH AND INVESTMENTS</b>	<b>82,700,000</b>	<b>64,700,000</b>



<u>Long-Term Indebtedness</u>	<u>06/30/2016 Estimate</u>	<u>06/30/2017 Projection</u>
<b>General Fund</b>		
0510 Bonds Payable	87,400,000	75,395,000
0520 Extended-Term Financing Agreements Payable		
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences	1,696,349	1,706,349
0550 Authority Lease Obligations	6,926,135	6,500,635
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Long-Term Liabilities		
<b>Total General Fund</b>	<b>96,022,484</b>	<b>83,601,984</b>
<b>Public Purpose (Expendable) Trust Fund</b>		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Long-Term Liabilities		
<b>Total Public Purpose (Expendable) Trust Fund</b>		
<b>Other Comptroller-Approved Special Revenue Funds</b>		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Long-Term Liabilities		
<b>Total Other Comptroller-Approved Special Revenue Funds</b>		
<b>Athletic / School-Sponsored Extra Curricular Activities Fund</b>		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Long-Term Liabilities		
<b>Total Athletic / School-Sponsored Extra Curricular Activities Fund</b>		
<b>Capital Reserve Fund - \$ 690, \$1850</b>		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		

<u>Long-Term Indebtedness</u>	<u>06/30/2016 Estimate</u>	<u>06/30/2017 Projection</u>
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Long-Term Liabilities		
<b>Total Capital Reserve Fund - \$ 690, \$1850</b>		
<b>Capital Reserve Fund - \$ 1431</b>		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Long-Term Liabilities		
<b>Total Capital Reserve Fund - \$ 1431</b>		
<b>Other Capital Projects Fund</b>		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Long-Term Liabilities		
<b>Total Other Capital Projects Fund</b>		
<b>Debt Service Fund</b>		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Long-Term Liabilities		
<b>Total Debt Service Fund</b>		
<b>Food Service / Cafeteria Operations Fund</b>		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		

<u>Long-Term Indebtedness</u>	<u>06/30/2016 Estimate</u>	<u>06/30/2017 Projection</u>
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Long-Term Liabilities		
<b>Total Food Service / Cafeteria Operations Fund</b>		
<b>Child Care Operations Fund</b>		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Long-Term Liabilities		
<b>Total Child Care Operations Fund</b>		
<b>Other Enterprise Funds</b>		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Long-Term Liabilities		
<b>Total Other Enterprise Funds</b>		
<b>Internal Service Fund</b>		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Long-Term Liabilities		
<b>Total Internal Service Fund</b>		
<b>Private Purpose Trust Fund</b>		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Long-Term Liabilities		
<b>Total Private Purpose Trust Fund</b>		

**Long-Term Indebtedness**

06/30/2016 Estimate

06/30/2017 Projection

**Investment Trust Fund**

- 0510 Bonds Payable
- 0520 Extended-Term Financing Agreements Payable
- 0530 Lease-Purchase Obligations
- 0540 Accumulated Compensated Absences
- 0550 Authority Lease Obligations
- 0560 Other Post-Employment Benefits (OPEB)
- 0599 Other Long-Term Liabilities

**Total Investment Trust Fund**

**Pension Trust Fund**

- 0510 Bonds Payable
- 0520 Extended-Term Financing Agreements Payable
- 0530 Lease-Purchase Obligations
- 0540 Accumulated Compensated Absences
- 0550 Authority Lease Obligations
- 0560 Other Post-Employment Benefits (OPEB)
- 0599 Other Long-Term Liabilities

**Total Pension Trust Fund**

**Activity Fund**

- 0510 Bonds Payable
- 0520 Extended-Term Financing Agreements Payable
- 0530 Lease-Purchase Obligations
- 0540 Accumulated Compensated Absences
- 0550 Authority Lease Obligations
- 0560 Other Post-Employment Benefits (OPEB)
- 0599 Other Long-Term Liabilities

**Total Activity Fund**

**Other Agency Fund**

- 0510 Bonds Payable
- 0520 Extended-Term Financing Agreements Payable
- 0530 Lease-Purchase Obligations
- 0540 Accumulated Compensated Absences
- 0550 Authority Lease Obligations
- 0560 Other Post-Employment Benefits (OPEB)
- 0599 Other Long-Term Liabilities

**Total Other Agency Fund**

**Permanent Fund**

- 0510 Bonds Payable
- 0520 Extended-Term Financing Agreements Payable

<u>Long-Term Indebtedness</u>	<u>06/30/2016 Estimate</u>	<u>06/30/2017 Projection</u>
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Long-Term Liabilities		
<b>Total Permanent Fund</b>		
<b>Total Long-Term Indebtedness</b>	96,022,484	83,601,984

2016-2017 Preliminary General Fund Budget (PDE-2028)

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Schedule Of Indebtedness (DEBT)

Page - 6 of 6

Short-Term Payables

06/30/2016 Estimate

06/30/2017 Projection

General Fund		
Public Purpose (Expendable) Trust Fund		
Other Comptroller-Approved Special Revenue Funds		
Athletic / School-Sponsored Extra Curricular Activities Fund		
Capital Reserve Fund - § 690, §1850		
Capital Reserve Fund - § 1431		
Other Capital Projects Fund		
Debt Service Fund		
Food Service / Cafeteria Operations Fund		
Child Care Operations Fund		
Other Enterprise Funds		
Internal Service Fund		
Private Purpose Trust Fund		
Investment Trust Fund		
Pension Trust Fund		
Activity Fund		
Other Agency Fund		
Permanent Fund		
<b>Total Short-Term Payables</b>		
<b>TOTAL INDEBTEDNESS</b>	<b>96,022,484</b>	<b>83,601,984</b>

Account Description	Amounts
0830 Committed Fund Balance	
0840 Assigned Fund Balance	13,812,937
0850 Unassigned Fund Balance	9,421,034
<b>Total Ending Fund Balance - Committed, Assigned, and Unassigned</b>	<b>23,233,971</b>
5900 Budgetary Reserve	
<b>Total Estimated Ending Committed, Assigned, and Unassigned Fund Balance and Budgetary Reserve</b>	<b>23,233,971</b>

**CENTRAL BUCKS SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

**January 26, 2016**

**FOR ACTION: Reimbursement of Real Estate Taxes for Regal Cinemas Inc.**

The Regal Cinema is located on the northwest corner of Route 611 and County Line Road in Warrington Township. The current assessment for this property is \$2,791,880. In 2003, Regal Cinemas applied for a reduction of assessment to the Bucks County Board of Assessment Office. The action was denied. The property owner appealed the decision but further action languished for years as Regal Cinemas has been in Chapter 11 bankruptcy court restructuring their assets and all litigation activity was stayed until its bankruptcy case was ended.

At this time, both Regal's appraiser and the district's appraiser agree that the assessment value the county placed on the property was too high for market conditions from 2003 through the present. The appraisal documents of both parties led to negotiations supervised by the court that concluded with a draft agreement on November 18<sup>th</sup>. Doug Maloney represented the District in these negotiations. Below is a summary of the key points of the negotiations.

Regal Cinemas originally sought reimbursement for \$2,124,137 plus interest. Interest alone would have totaled \$380,000.

Under the proposed settlement agreement, Regal waives any claim for interest and CBSD agrees to pay \$975,500 to Regal. The settlement agreement includes adjusting the assessments for the subject tax years to arrive at the refund amount of \$975,500. This adjustment is essentially a 25% reduction in the assessed value of the property.

The settlement agreement also calls for a 30% reduction in the assessment from the current assessment for tax years 2016, 2017 and 2018. After July 2018, there is no agreement as to the assessment.

Our recommendation is to accept the negotiated settlement, with the upfront cash reimbursement. Given that it was agreed that the property was over assessed, it seems reasonable to settle and avoid additional legal and court expenses. We have reviewed all the settlement details with our commercial real estate appraiser, Liberty Valuation, and they have assured us that this is a fair settlement. There were some issues of fact that if decided adversely to the District at trial, would have resulted in an outcome that could have resulted in a much greater refund payment to Regal.

The district will lose approximately \$104,000 per year in tax revenue from 2015-16 forward.

**RECOMMENDATION:**

The administration is recommending reimbursement of real estate taxes to Regal Cinemas, Inc.



**BEGLEY, CARLIN & MANDIO, LLP**

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**Tel.: (215)750-0110**  
**Fax: (215)750-0954**

**In re: Appeal of Regal Cinemas, Inc. from the Bucks County Board of Assessment and Revision of Taxes, Tax Parcel No. 50-31-24A Municipality: Warrington Township Assessment for the Year: 2003 Property of: Warrington Real Estate Limited Partnership**

**COURT OF COMMON PLEAS OF BUCKS COUNTY, PENNSYLVANIA**

**CIVIL ACTION - LAW**

**NO. 2003-04585-19-6  
(Consolidated)**

**STIPULATION**

This Stipulation is made as of \_\_\_\_\_, 2015, by and among Appellant and Appellees, Bucks County Board of Assessment Appeals, Warrington Township and Central Bucks School District, each of whom stipulate and agree as follows:

1. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2003 (School year 2002-2003) as follows:

<b>LAND:</b>	<b>\$475,773.00</b>
<b>IMPROVEMENTS:</b>	<b>\$ 0.00</b>
<b>TOTAL:</b>	<b>\$475,773.00</b>

2. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2003 (School year 2002-2003) as follows:

<b>LAND:</b>	<b>\$ 69,894.00</b>
<b>IMPROVEMENTS:</b>	<b>\$1,560,742.00</b>
<b>TOTAL:</b>	<b>\$1,630,636.00</b>

3. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2004 (School year 2003-2004) as follows:

<b>LAND:</b>	<b>\$472,950.00</b>
<b>IMPROVEMENTS:</b>	<b>\$ 0.00</b>
<b>TOTAL:</b>	<b>\$472,950.00</b>

4. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2004 (School year 2003-2004) as follows:

<b>LAND:</b>	<b>\$ 69,480.00</b>
<b>IMPROVEMENTS:</b>	<b>\$1,551,480.00</b>
<b>TOTAL:</b>	<b>\$1,620,960.00</b>

5. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2005 (School year 2004-2005) as follows:

<b>LAND:</b>	<b>\$472,950.00</b>
<b>IMPROVEMENTS:</b>	<b>\$ 0.00</b>
<b>TOTAL:</b>	<b>\$472,950.00</b>

6. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2005 (School year 2004-2005) as follows:

<b>LAND:</b>	<b>\$ 69,480.00</b>
<b>IMPROVEMENTS:</b>	<b>\$1,551,480.00</b>
<b>TOTAL:</b>	<b>\$1,620,960.00</b>

7. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2006 (School year 2005-2006) as follows:

<b>LAND:</b>	<b>\$472,950.00</b>
<b>IMPROVEMENTS:</b>	<b>\$ 0.00</b>
<b>TOTAL:</b>	<b>\$472,950.00</b>

8. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2006 (School year 2005-2006) as follows:

<b>LAND:</b>	<b>\$ 69,480.00</b>
<b>IMPROVEMENTS:</b>	<b>\$1,551,480.00</b>
<b>TOTAL:</b>	<b>\$1,620,960.00</b>

9. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2007 (School year 2006-2007) as follows:

<b>LAND:</b>	<b>\$472,950.00</b>
<b>IMPROVEMENTS:</b>	<b>\$ 0.00</b>
<b>TOTAL:</b>	<b>\$472,950.00</b>

10. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2007 (School year 2006-2007) as follows:

**LAND:** \$ 69,480.00  
**IMPROVEMENTS:** \$1,551,480.00  
**TOTAL:** \$1,620,960.00

11. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2008 (School year 2007-2008) as follows:

**LAND:** \$472,950.00  
**IMPROVEMENTS:** \$ 0.00  
**TOTAL:** \$472,950.00

12. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2008 (School year 2007-2008) as follows:

**LAND:** \$ 69,480.00  
**IMPROVEMENTS:** \$1,551,480.00  
**TOTAL:** \$1,620,960.00

13. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2009 (School year 2008-2009) as follows:

**LAND:** \$472,950.00  
**IMPROVEMENTS:** \$ 0.00  
**TOTAL:** \$472,950.00

14. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2009 (School year 2008-2009) as follows:

**LAND:** \$ 69,480.00  
**IMPROVEMENTS:** \$1,551,480.00  
**TOTAL:** \$1,620,960.00

15. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2010 (School year 2009-2010) as follows:

**LAND:** \$472,950.00  
**IMPROVEMENTS:** \$ 0.00  
**TOTAL:** \$472,950.00

16. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2010 (School year 2009-2010) as follows:

**LAND:** \$ 69,480.00  
**IMPROVEMENTS:** \$1,551,480.00  
**TOTAL:** \$1,620,960.00

17. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2011 (School year 2010-2011) as follows:

**LAND:** \$472,950.00  
**IMPROVEMENTS:** \$ 0.00  
**TOTAL:** \$472,950.00

18. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2011 (School year 2010-2011) as follows:

**LAND:** \$ 69,480.00  
**IMPROVEMENTS:** \$1,551,480.00  
**TOTAL:** \$1,620,960.00

19. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2012 (School year 2011-2012) as follows:

**LAND:** \$472,950.00  
**IMPROVEMENTS:** \$ 0.00  
**TOTAL:** \$472,950.00

20. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2012 (School year 2011-2012) as follows:

**LAND:** \$ 69,480.00  
**IMPROVEMENTS:** \$1,551,480.00  
**TOTAL:** \$1,620,960.00

21. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2013 (School year 2012-2013) as follows:

**LAND:** \$472,950.00  
**IMPROVEMENTS:** \$ 0.00  
**TOTAL:** \$472,950.00

22. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2013 (School year 2012-2013) as follows:

**LAND:** \$ 69,480.00  
**IMPROVEMENTS:** \$1,551,480.00  
**TOTAL:** \$1,620,960.00

23. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2014 (School year 2013-2014) as follows:

**LAND:** \$472,950.00  
**IMPROVEMENTS:** \$ 0.00  
**TOTAL:** \$472,950.00

24. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2014 (School year 2013-2014) as follows:

**LAND:** \$ 69,480.00  
**IMPROVEMENTS:** \$1,551,480.00  
**TOTAL:** \$1,620,960.00

25. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2015 (School year 2014-2015) as follows:

**LAND:** \$472,950.00  
**IMPROVEMENTS:** \$ 0.00  
**TOTAL:** \$472,950.00

26. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2015 (School year 2014-2015) as follows:

**LAND:** \$ 69,480.00  
**IMPROVEMENTS:** \$1,551,480.00  
**TOTAL:** \$1,620,960.00

27. The parties agree and stipulate that for the years 2016, 2017 and 2018, the assessed values for the subject parcels shall be as follows:

**Parcel 50-031-024:** **LAND:** \$441,420.00  
**IMPROVEMENTS:** \$ 0.00  
**TOTAL:** \$441,420.00

**Parcel 50-031-024A** **LAND:** \$ 64,848.00  
**IMPROVEMENTS:** \$1,448,048.00

**TOTAL: \$1,512,896.00**

28. The parties agree that the above stated assessments for 2016, 2017 and 2018 shall not be subject to challenge by any party.

29. As a result of the above referenced agreement, Appellees, the County of Bucks, Warrington Township, and Central Bucks School District shall each recalculate the taxes that have been paid for the years 2003 through 2015, based upon the agreed-upon assessments above. The Appellees shall pay, within 30 days of the date of the Court Order adopting the Settlement Stipulation as an Order of Court, any recalculated refund to which the Appellant is entitled. This refund shall be sent, payable to Regal Cinemas, Inc., c/o Francis X. Crowley, Esquire, Blank Rome, LLP, One Logan Square, 130 North 18th Street, Philadelphia, PA 19103-6998. No interest shall be due on any refund amounts.

30. This Stipulation is a settlement of a contested matter, and does not represent a concession or admission by any party as to any legal or factual issue presented in the within appeals. This is a compromise representing the parties' assessments of a variety of potential legal outcomes, and the expenses and risks of continued litigation. This Settlement Stipulation, and the Order adopting it, does not represent and shall not be utilized as precedent for any other assessment appeal cases.

31. This Stipulation may be executed by the parties in any number of counter-parts, each of which with an original signature of a party or parties. Each party is hereby authorized to rely upon and accept as an original any executed copy of this Stipulation which is sent by facsimile or other electronic transmission.

32. The Order shall include a direction to the Prothonotary of Bucks County to mark this case as settled, discontinued and ended.

33. The parties each request that the Court accept and adopt the attached Order as an Order of this Court.

**CENTRAL BUCKS SCHOOL DISTRICT**

**REGAL CINEMAS, INC.**

By: \_\_\_\_\_  
Douglas C. Maloney, Esquire

By: \_\_\_\_\_  
Francis X. Crowley, Esquire

**WARRINGTON TOWNSHIP**

**BUCKS COUNTY BOARD OF  
ASSESSMENT APPEALS**

By \_\_\_\_\_  
William H.R. Casey, Esquire,  
Township Solicitor

By \_\_\_\_\_  
Edward Rudolf, Esquire,  
Solicitor, Bucks County Board of  
Assessment Appeals

In re: Appeal of Regal Cinemas, Inc. from the Bucks County Board of Assessment and Revision of Taxes, Tax Parcel No. 50-31-24A Municipality: Warrington Township Assessment for the Year: 2003 Property of: Warrington Real Estate Limited Partnership

COURT OF COMMON PLEAS OF  
BUCKS COUNTY, PENNSYLVANIA

CIVIL ACTION - LAW

NO. 2003-04585-19-6  
(Consolidated)

**SETTLEMENT ORDER**

AND NOW, this \_\_\_\_ day of \_\_\_\_\_, 2016, based upon a settlement of their respective disputed claims reached among Appellant and Respondents, Bucks County Board of Tax Assessment Appeals, Warrington Township, and Central Bucks School District, it is hereby ORDERED, ADJUDGED and DECREED as follows:

1. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2003 (School year 2002-2003) as follows:

**LAND: \$475,773.00**  
**IMPROVEMENTS: \$ 0.00**  
**TOTAL: \$475,773.00**

2. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2003 (School year 2002-2003) as follows:

**LAND: \$ 69,894.00**  
**IMPROVEMENTS: \$1,560,742.00**  
**TOTAL: \$1,630,636.00**

3. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2004 (School year 2003-2004) as follows:

**LAND: \$472,950.00**  
**IMPROVEMENTS: \$ 0.00**  
**TOTAL: \$472,950.00**

4. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2004 (School year 2003-2004) as follows:

**LAND: \$ 69,480.00**  
**IMPROVEMENTS: \$1,551,480.00**  
**TOTAL: \$1,620,960.00**



5. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2005 (School year 2004-2005) as follows:

<b>LAND:</b>	<b>\$472,950.00</b>
<b>IMPROVEMENTS:</b>	<b>\$ 0.00</b>
<b>TOTAL:</b>	<b>\$472,950.00</b>

6. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2005 (School year 2004-2005) as follows:

<b>LAND:</b>	<b>\$ 69,480.00</b>
<b>IMPROVEMENTS:</b>	<b>\$1,551,480.00</b>
<b>TOTAL:</b>	<b>\$1,620,960.00</b>

7. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2006 (School year 2005-2006) as follows:

<b>LAND:</b>	<b>\$472,950.00</b>
<b>IMPROVEMENTS:</b>	<b>\$ 0.00</b>
<b>TOTAL:</b>	<b>\$472,950.00</b>

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<b>IMPROVEMENTS:</b>	<b>\$1,551,480.00</b>
<b>TOTAL:</b>	<b>\$1,620,960.00</b>

9. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2007 (School year 2006-2007) as follows:

<b>LAND:</b>	<b>\$472,950.00</b>
<b>IMPROVEMENTS:</b>	<b>\$ 0.00</b>
<b>TOTAL:</b>	<b>\$472,950.00</b>

10. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2007 (School year 2006-2007) as follows:

<b>LAND:</b>	<b>\$ 69,480.00</b>
<b>IMPROVEMENTS:</b>	<b>\$1,551,480.00</b>
<b>TOTAL:</b>	<b>\$1,620,960.00</b>



11. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2008 (School year 2007-2008) as follows:

<b>LAND:</b>	<b>\$472,950.00</b>
<b>IMPROVEMENTS:</b>	<b>\$ 0.00</b>
<b>TOTAL:</b>	<b>\$472,950.00</b>

12. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2008 (School year 2007-2008) as follows:

<b>LAND:</b>	<b>\$ 69,480.00</b>
<b>IMPROVEMENTS:</b>	<b>\$1,551,480.00</b>
<b>TOTAL:</b>	<b>\$1,620,960.00</b>

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<b>LAND:</b>	<b>\$472,950.00</b>
<b>IMPROVEMENTS:</b>	<b>\$ 0.00</b>
<b>TOTAL:</b>	<b>\$472,950.00</b>

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<b>LAND:</b>	<b>\$ 69,480.00</b>
<b>IMPROVEMENTS:</b>	<b>\$1,551,480.00</b>
<b>TOTAL:</b>	<b>\$1,620,960.00</b>

15. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2010 (School year 2009-2010) as follows:

<b>LAND:</b>	<b>\$472,950.00</b>
<b>IMPROVEMENTS:</b>	<b>\$ 0.00</b>
<b>TOTAL:</b>	<b>\$472,950.00</b>

16. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2010 (School year 2009-2010) as follows:

<b>LAND:</b>	<b>\$ 69,480.00</b>
<b>IMPROVEMENTS:</b>	<b>\$1,551,480.00</b>
<b>TOTAL:</b>	<b>\$1,620,960.00</b>

17. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2011 (School year 2010-2011) as follows:

<b>LAND:</b>	<b>\$472,950.00</b>
<b>IMPROVEMENTS:</b>	<b>\$ 0.00</b>
<b>TOTAL:</b>	<b>\$472,950.00</b>

18. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2011 (School year 2010-2011) as follows:

<b>LAND:</b>	<b>\$ 69,480.00</b>
<b>IMPROVEMENTS:</b>	<b>\$1,551,480.00</b>
<b>TOTAL:</b>	<b>\$1,620,960.00</b>

19. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2012 (School year 2011-2012) as follows:

<b>LAND:</b>	<b>\$472,950.00</b>
<b>IMPROVEMENTS:</b>	<b>\$ 0.00</b>
<b>TOTAL:</b>	<b>\$472,950.00</b>

20. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2012 (School year 2011-2012) as follows:

<b>LAND:</b>	<b>\$ 69,480.00</b>
<b>IMPROVEMENTS:</b>	<b>\$1,551,480.00</b>
<b>TOTAL:</b>	<b>\$1,620,960.00</b>

21. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2013 (School year 2012-2013) as follows:

<b>LAND:</b>	<b>\$472,950.00</b>
<b>IMPROVEMENTS:</b>	<b>\$ 0.00</b>
<b>TOTAL:</b>	<b>\$472,950.00</b>

22. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2013 (School year 2012-2013) as follows:

<b>LAND:</b>	<b>\$ 69,480.00</b>
<b>IMPROVEMENTS:</b>	<b>\$1,551,480.00</b>
<b>TOTAL:</b>	<b>\$1,620,960.00</b>

23. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2014 (School year 2013-2014) as follows:

<b>LAND:</b>	<b>\$472,950.00</b>
<b>IMPROVEMENTS:</b>	<b>\$ 0.00</b>
<b>TOTAL:</b>	<b>\$472,950.00</b>

24. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2014 (School year 2013-2014) as follows:

<b>LAND:</b>	<b>\$ 69,480.00</b>
<b>IMPROVEMENTS:</b>	<b>\$1,551,480.00</b>
<b>TOTAL:</b>	<b>\$1,620,960.00</b>

25. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024 shall have the assessment for tax year of 2015 (School year 2014-2015) as follows:

<b>LAND:</b>	<b>\$472,950.00</b>
<b>IMPROVEMENTS:</b>	<b>\$ 0.00</b>
<b>TOTAL:</b>	<b>\$472,950.00</b>

26. The improved real property located in Warrington Township, Bucks County, Pennsylvania having Property Identification Number 50-031-024A shall have the assessment for tax year of 2015 (School year 2014-2015) as follows:

<b>LAND:</b>	<b>\$ 69,480.00</b>
<b>IMPROVEMENTS:</b>	<b>\$1,551,480.00</b>
<b>TOTAL:</b>	<b>\$1,620,960.00</b>

27. The parties agree and stipulate that for the years 2016, 2017 and 2018, the assessed values for the subject parcels shall be as follows:

<b>Parcel 50-031-024:</b>	<b>LAND:</b>	<b>\$441,420.00</b>
	<b>IMPROVEMENTS:</b>	<b>\$ 0.00</b>
	<b>TOTAL:</b>	<b>\$441,420.00</b>
<b>Parcel 50-031-024A</b>	<b>LAND:</b>	<b>\$ 64,848.00</b>
	<b>IMPROVEMENTS:</b>	<b>\$1,448,048.00</b>
	<b>TOTAL:</b>	<b>\$1,512,896.00</b>

28. No interest shall be due on any refunds, set offs, overpayments and/or refunds due to the taxpayer. Any such refunds, set offs and/or over payments shall be paid to Regal Cinemas, Inc., c/o: Francis X. Crowley, Esquire, as Counsel for Petitioner, Blank Rome, LLP, One Logan Square, 130 North 18th Street, Philadelphia, PA 19103-6998.

29. This Order shall not be utilized as precedent for other assessment appeal cases.
30. The Prothonotary is directed to mark this case settled, discontinued and ended.
31. The Prothonotary is directed to mail notice of entry of this Order to all parties of record pursuant to Pennsylvania Rule of Civil Procedure 236.

By the Court:

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J.

**CENTRAL BUCKS SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

**January 26, 2016**

**FOR ACTION: District Communications Replacement Proposal**

The district wishes to communicate important and good news information to parents in multiple ways through our website, online newsletters, emails, and social media. Time sensitive information such as school closings, calendar event changes, late buses, activity cancellations, etc. must be delivered quickly to thousands of parents through text, phone and email. Busy families want to use their mobile devices to receive this information through push technology.

**RATIONALE FOR CHANGE**

**Current Call/Email/Text System Limitations:**

District currently uses 2 different systems to mass email – Infinite Campus (SIS) and Synrevoice. The district uses Synrevoice to text/call/email for emergency messages. Buildings and staff use Campus and some of the limitations are:

- The SIS is on premise and all emails go out through one channel. Delays incur.
- Both systems have one email name that communication comes from. This can cause confusion for parents with children in multiple buildings when identifying emails
- Staff and administrators must initiate all communication from a laptop or pc. There is no mobile interface.

Additionally, during emergency & weather events, multiple staff update multiple communication outlets.

**Website Enhancement – Addition of Mobile App**

Central Bucks School District contracted with Schoolwires for district, school and teacher website software in 2013. Blackboard, a leader in educational technology solutions, purchased Schoolwires. This acquisition/merger provided a unified integration of multiple communication tools for schools.

- Through a customized branded district app, access to the most important information will be more easily accessible
- Parents can set preferences for what information is pushed to them including calendar events, news, special announcements without having to visit the district or school website.

**RECOMMENDATION:**

1. Purchase and implementation of Blackboard ParentLink District and School App for mobile device – April 2016
2. Purchase and implementation of Blackboard Connect Email/Phone/Text application for district communications – April 2016 – Replacement for Synrevoice

Annual Costs: \$ 9,386 ParentLink Mobile App

\$ 23,465 Blackboard Connect (comparison – Synrevoice Annual Cost \$29,400)

**Total Annual Cost \$ 32,851**



Blackboard

# ParentLink™

Your district, in the app store.







# OUR TECH, YOUR APP.

Tell your story with an official district app.

Blackboard ParentLink™ is proud to be the #1 provider of branded school & district apps. When you buy Apptivate, you're not just getting an app – you're buying membership into a community of top-notch, forward-thinking peers.

## Quality counts

Make a great impression on your community with a great app. When you provide the information families care about most, in a design that is easy to use, they will thank you. That's why apps powered by ParentLink have the highest ratings of any other provider.

## Build on what you already do

Your app is only part of your communication strategy, and it doesn't need to take more of your time. Your app will pull all the information for your app from a wide variety of already existing sources.

## Make a difference

Provide parents with relevant academic information so they can stay informed and involved in their student's learning. Our team will sync up your student data into the app, publish it in the app store, and help you spread the word to your community.

# Blackboard®

“News media outlets sometimes don’t have all the facts. With the Sunnyside app, parents are hearing it from me – because I’m here, I’m standing by their child, I’m personally involved, and I care about how parents feel.”

**ENEIDA ORCI, PRINCIPAL, DREXEL ELEMENTARY SCHOOL, AZ**

## New Features



### My Stream

A patent-pending module that collects personalized stories from across the app and displays them in one beautiful feed.



### School Finder

By using the built in GPS capabilities of your smartphone, finding your schools has never been easier.



### App Setup Guide

To help users get the information they care about most, our app runs a one-time setup assistant when you open it for the first time.



### Photos

Pull school photos from Flickr, Instagram, Facebook, and Twitter to keep your app visually interesting.

For more information, or to schedule a live demo of ParentLink™, call us at **800-735-2930**.

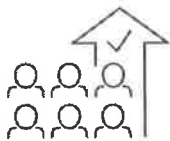
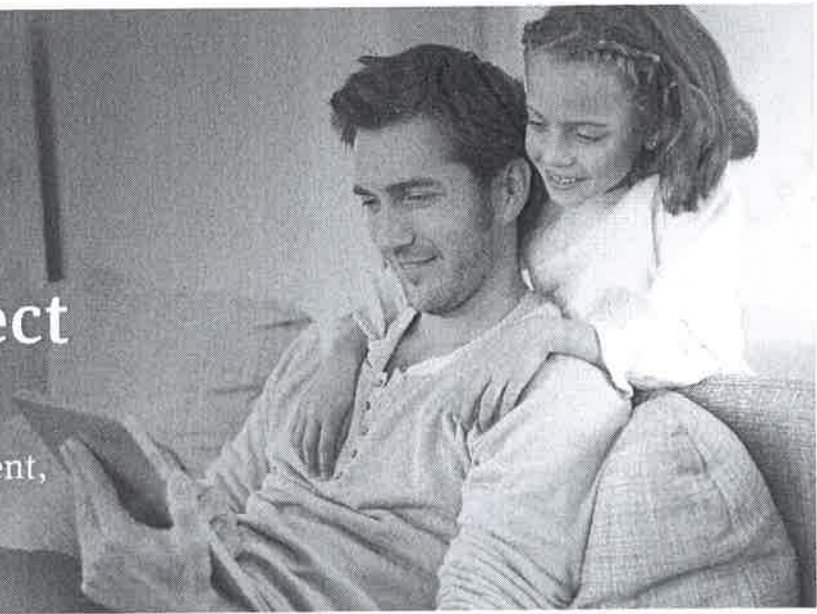
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# Blackboard

## Blackboard Connect for K-12

The right capabilities to improve parent,  
family and community engagement.



By implementing  
Blackboard Connect  
Marion County was able to  
**increase attendance  
by 20%.**



Blackboard Connect was designed with K-12 school districts in mind. Connect's advanced capabilities and industry-leading infrastructure will make it easier than ever to send customized and targeted messages that are relevant to your audience.

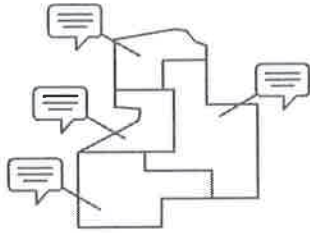
### Get the message out fast

Whether you are sending a friendly note to your staff, or messaging the entire district, Connect provides one simple interface for setting up your notifications. You can create and manage your messages from start to finish in just seconds, without having to navigate through multiple pages—even when dealing with complex multi-modal or multilingual messages.

Through features such as user-friendly icons and pre-populated templates, you can easily send messages to multiple phones, emails, SMS, RSS feeds and social media. You can customize messages, pre-set urgent or routine announcements, and have an instant view of who received your communication and when—all on the same screen. And because Connect is easy to use, you'll spend less time training and more time communicating.

### Blackboard Connect Messaging Features

- › Emergency notifications
- › Personal outreach
- › Daily attendance
- › Phone surveys
- › Web and email surveys
- › Email delivery
- › Two-way phone and email messaging
- › Student messaging
- › Data-driven outreach (lunch balance, grades, library books, and more)
- › Automated data integration
- › Facebook, Twitter and RSS integration
- › Schedule recurring messages
- › Deliver to your entire district in minutes



## Send targeted and personalized messages

Give your audience communication options that fit their individual needs, and you'll boost participation and satisfaction. With the Connect parent portal, everyone can add and update their contact information quickly and easily. You can reach each person how, when, and where they prefer to be contacted. You'll have the most up-to-date, target-specific information—on their device and in their language. And advanced mapping tools even let you reach an audience by outlining an area on a map, such as district zones, bus routes, or other geographic boundaries.

### Blackboard Connect Customization Features

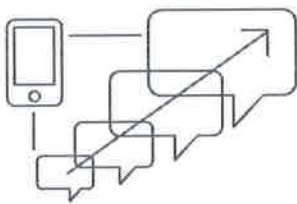
- › Target messages to specific groups
- › Automatic, query-based, and uploaded groups supported
- › Target messages according to geography
- › 60 language translations
- › Geo-mapping and fencing
- › Mode-selection for recipients
- › Recipients can respond to messages directly

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*“Blackboard Connect helps us to meet expectations, do more with less and work smarter every day. Shortly after upgrading, we quickly and easily programmed messages in multiple languages to reassure families that a school bus was late, and to let families know that their application for free or reduced lunch was approved.”*

**Diane Turner, Chief Communications Officer**  
Federal Way Public Schools, WA

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### 1+ billion calls

sent during East Coast 2014  
polar vortex

### 80+ million messages

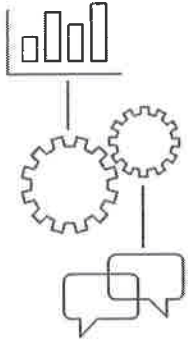
sent during 2012 Hurricane Sandy

## Rely on proven technology

No other system has the proven reliability of Connect. By leveraging our partnerships with multiple tier-one telecommunications providers, we can provide you with a reliable system ready to send thousands of voice, email, and text (SMS) messages every minute. No other system is as fast or as reliable as Connect, whether it's a routine update or an emergency situation. No delays, no wondering.

### Blackboard Connect Capacity

- › 99.999% uptime
- › Millions of voice, email, and SMS messages per hour
- › Only 2% of system capacity utilized on a typical day
- › Fully hosted service



## See how your schools and districts are using Connect

Connect's reporting capabilities will enable you to see how the schools in your district are communicating with your community. With this level of transparency you can truly make educated decisions on whether or not your mass notification investments deliver true value.

Having highly advanced reporting capabilities provides more visibility, evaluation, goal-setting and responsibility. Reporting can go a long way toward creating a deeper understanding of communications initiatives.

### Blackboard Connect Reporting Features

- › Invalid contact information
- › Delivery results
- › Usage analysis
- › Opt-out and preferences reports
- › Message history reports
- › Message trends



## Have trusted advisors by your side

Understanding what all of this information means can be confusing, and the steps toward improvement aren't always clear, but we are here to help. Connect offers a dedicated client care team that delivers true 24/7/365 service, no matter what your time zone. From technical issues, implementation and system integration to crisis communications and public relations counseling, the client care team is here to help.

Confidence in your mass notification system can only come through hands-on, interactive training. That's why we offer live, onsite instruction to walk your team through each step of the message process. We also offer continuous online training sessions and seminars on key messaging topics.

### Blackboard Connect Customer Support

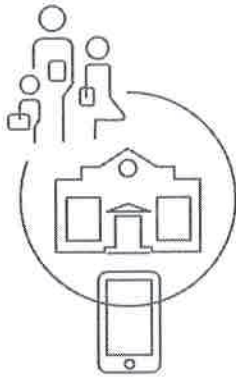
- › Free online training sessions
- › Training mode for new users
- › Dedicated customer success representative
- › 95% customer service rating three years in a row
- › Best practices and sample message content
- › Anytime technical assistance
- › Features and functionality guides
- › Customer forums

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*"The thing that always brings us back to Blackboard is the customer service. Sometimes, you get what you pay for and Blackboard Connect is worth it."*

**Zac Rantz, Director of Communications,  
Nixa Public Schools**

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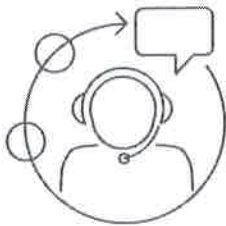


## Connect with your community from your mobile device

Connect includes an application for smartphones that allows you to create, schedule and send messages no matter where you are – right from your Apple® iPhone, iPad, iPod Touch or Android® device.

### Blackboard Connect Mobile Features

- › Mobile sender app for iOS and Android
- › Target messages to recipient groups on the app
- › Send Facebook, Twitter and RSS updates
- › Parent, student and staff directory
- › Message tracking report



## Get expert strategic communications advice

Connect offers you strategic communications consulting—from crisis support to strengthening public confidence. You'll have the full-time assistance of our leading public relations agency at your service. No other mass notification provider offers this level of strategic engagement and support.

### Customer Support Along the Way

- › Assistance with the launch of your mass notification system
- › Access to customer stories and best practices
- › On-call support for crisis communication

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*“Our stakeholders expected immediate communication during times of crisis, so we knew we needed to update our approach. I can’t imagine how we would have handled the weather situation last year had it not been for Blackboard Connect.”*

**Cindy Warner, Community Ed/Public Relations,  
Shelby County Schools**

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**Proposed Solution and Pricing for Central Bucks School District**

The following section is a pricing overview that includes the items that are appropriate for your district based on our discussions and my understanding of the scope of your project. The chart below shows you the summary of the costs during the initial period, as well as the recurring annual costs. Please review the proposed solution and contact me, Dak Jordan, at 312-520-9486 or dak.jordan@blackboard.com with questions.

The pricing below is valid for up to 12/31/15.

**Contract Term:** 39 Months, 04/01/2016 to 06/30/2019

Your total costs in the prorated term, including start-up costs, are **\$4,000.00.**

Your total costs on an annual basis are **\$32,851.00.**

One-Time Fees	Description	Qty/ Sites	Prorated Term 3 months	Annual Costs
<b>Fulfillment: Connect Teacher Messaging</b>	<ul style="list-style-type: none"> <li>Required fulfillment product for Connect Teacher Messaging</li> </ul>	1	\$0.00	
<b>Fulfillment: Connect5i</b>	<ul style="list-style-type: none"> <li>Activation item for Connect5i</li> </ul>	1	\$0.00	
<b>Implementation: Connect Teacher Messaging</b>	<ul style="list-style-type: none"> <li>Required implementation for Connect Teacher Messaging</li> </ul>	1	\$2,500.00	
<b>Implementation: Connect5i</b>	<ul style="list-style-type: none"> <li>Required implementation for Connect5i</li> </ul>	1	\$0.00	
<b>Implementation: ParentLink</b>	<ul style="list-style-type: none"> <li>Standard implementation services – Blackboard builds, tests, reviews and launches your customized app</li> <li>Our team will work with you to identify and aggregate data feeds to bring content into your app</li> </ul>	1	\$1,500.00	
<b>Promotion: Discount (Year 1)</b>		1	(\$8,212.75)	

Annual Fees	Description	Qty/ Sites	Prorated Term 3 months	Annual Costs
<b>Mobile App: ParentLink</b>	<ul style="list-style-type: none"> <li>Custom-branded app for your learning community.</li> <li>Access news, calendars, social media, notifications and other vital school information</li> <li>Personalized user experience allows users to customize for content that is relevant for them</li> </ul>	18772	\$2,346.50	\$9,386.00
<b>Notification: Connect</b>	<ul style="list-style-type: none"> <li>Fast, reliable notifications to parents via phone, SMS, email and push notifications</li> <li>Deliver targeted messages to different groups</li> <li>Multi-mode optimization for voice, email, text, social and push notifications</li> <li>Proven and successful delivery</li> </ul>	18772	\$5,866.25	\$23,465.00
<b>Notification: Connect Teacher Messaging</b>	<ul style="list-style-type: none"> <li>Teacher messaging add-on to enable teachers to provide important classroom updates to parents, students and guardians directly through Blackboard Connect.</li> </ul>	18772	\$0.00	\$0.00

**Total Costs            \$4,000.00    \$32,851.00.**



**CENTRAL BUCKS SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

**January 26, 2016**

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

The CBSD long range capital improvement plan includes upgrades to our mechanical systems. We are proposing to add a UV disinfecting system to the CB South Pool.

**RECOMMENDATION:**

The administration is recommending the award of a contract to If It's Water, Inc. to provide and install a UV water treatment system at CB South High School in the amount of \$43,357. This system is available on the Co-Stars cooperative purchasing contract #016-051.



**If It's Water, Inc.**

2090 Bondsville Road  
Downingtown, PA 19335

Phone # 610-269-2062  
Fax # 610-269-2068

**QUOTATION**

Date	Quote #
12/9/2015	11907

<b>Customer</b>
Central Bucks HS - South Mike Nickerson 320 West Swamp Rd. Doylestown, PA 18901 Email Invoice

IIW is a registered  
Pennsylvania CoStar Vendor  
CoStar # 016-051

<b>Project Name</b>	<b>Terms</b>	<b>Rep</b>	<b>Pricing Good Until</b>	<b>FOB</b>
UV	Net 30	RA	1/8/2016	downingtown

Item	Description	Qty	Rate	Total
UV-ECF-225-10V	ETS ULTRAVIOLET SYSTEM MODEL # ECF-225-10 , LAMPS = 2*2.5KW FOR 5 TOTAL KW OUTPUT. RATED FOR 1230 GPM WITH 10" ANSI FLANGED CONNECTIONS. INCLUDES CONTROL PANEL MODEL ECF-A-25	1	36,082.00	36,082.00
Costars	COSTARS MEMBER DISCOUNT ON EQUIPMENT ONLY	-1	2,525.00	-2,525.00
INSTALLATION	INSTALLATION, START-UP & OPERATOR TRAINING Installation to include but not limited to: All 8" Schedule 80 Pipe, Fittings, and Valves needed Pedastal for UV Chamber Field Wire Unit from Chamber to Control Panel *** UNIT WILL REQUIRE 480 VOLT, 3 PZ . BY OWNER **** IF IT'S WATER IS A REGISTERED COSTAR SUPPLIER ****	1	9,800.00	9,800.00

I, \_\_\_\_\_ [signature] hereby accept this quote with any changes noted on \_\_\_\_\_ [date]. Prices are guaranteed 30 days from date of quote. Prices quoted do not include freight and any applicable sales tax unless otherwise specified.

**Total** \$43,357.00

**CENTRAL BUCKS SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

**January 26, 2016**

**FOR ACTION: School Board Policies for First Reading**

**School Board Policy 113.3 – Screening and Evaluations for Students With Disabilities**

This new policy required by PSBA puts into policy the procedures for screening and evaluations which already are in practice in the district.

**School Board Policy 123 – Interscholastic Athletics**

The only change to this policy is the reference section which now shows no attachments to this policy.

**School Board Policy 123.1 – Concussion Management**

The revisions to this policy reflect practices already in effect at secondary schools. At the beginning of each athletic session, an information meeting is held with athletes on concussions and the importance of proper concussion management. A baseline concussion test is administered each year to high school, and every two years to middle school athletes involved in collision and contact sports. New guidelines were included in this policy which addresses 'return to learn' and 'return to play' protocols.

**School Board Policy 123.2 – Sudden Cardiac Arrest**

This policy was formerly an attachment to Policy 123 and now changing to a policy based on PSBA guidelines. Revisions reflect what is presently in practice in the district.

**School Board Policy 317 – Conduct/Disciplinary Procedures – Administrative Employees**

On July 5, 2012, Governor Corbett signed into law Act 126 (24 P.S. § 1205.6), which amended the Pennsylvania School Code of 1949 to mandate that all school entities (a public school, charter school, cyber charter school, private school, nonpublic school, intermediate unit or area vocational-technical school) and independent contractors of school entities are required to complete State Police, Childline, and FBI background checks every five years. The revisions in this policy are to adhere to the new law of Act 126. The law went into effect on January 2, 2013.

**School Board Policy 417 – Conduct/Disciplinary Procedures – Professional Employees**

On July 5, 2012, Governor Corbett signed into law Act 126 (24 P.S. § 1205.6), which amended the Pennsylvania School Code of 1949 to mandate that all school entities (a public school, charter school, cyber charter school, private school, nonpublic school, intermediate unit or area vocational-technical school) and independent contractors of school entities are required to complete State Police, Childline, and FBI background checks every five years. The revisions in this policy are to adhere to the new law of Act 126. The law went into effect on January 2, 2013.

**School Board Policy 517 – Conduct/Disciplinary Procedures – Classified Employees**

On July 5, 2012, Governor Corbett signed into law Act 126 (24 P.S. § 1205.6), which amended the Pennsylvania School Code of 1949 to mandate that all school entities (a public school, charter school, cyber charter school, private school, nonpublic school, intermediate unit or area vocational-technical school) and independent contractors of school entities are required to complete State Police, Childline, and FBI background checks every five years. The revisions in this policy are to adhere to the new law of Act 126. The law went into effect on January 2, 2013.



School Board Policy 816 – Electronic Communications and Social Media/Networking

The change in this policy is related to students posting comments to class collaboration sites which are restricted to viewing within the teacher's class roster and within the CBSD domain.

School Board Policy 824 – Maintaining Professional Adult/Student Boundaries

This new policy required by PSBA outlines the expectations for maintaining professional adult/student boundaries.

School Board Policy 916 - Volunteers

This new policy required by PSBA puts into policy the expectations and procedures which are already in practice in the district based on the new Act 126 law that went into effect on January 2, 2013.

**RECOMMENDATION:**

The administration is recommending that School Board Policy 113.3 – Screening and Evaluations for Students With Disabilities, School Board Policy 123 – Interscholastic Athletics, School Board Policy 123.1 – Concussion Management, School Board Policy 123.2 – Sudden Cardiac Arrest, School Board Policy 317 – Conduct/Disciplinary Procedures – Administrative Employees, School Board Policy 417 – Conduct/Disciplinary Procedures – Professional Employees, School Board Policy 517 – Conduct/Disciplinary Procedures – Classified Employees, School Board Policy 816 – Electronic Communications and Social Media/Networking, School Board Policy 824 – Maintaining Professional Adult/Student Boundaries, and School Board Policy 916 – Volunteers, be tabled so that the proposed policies can be posted on-line for public review.



Book	Policy Manual
Section	100 Programs
Title	Screening and Evaluations for Students With Disabilities
Number	113.3 Vol III 2015
Status	First Reading
Legal	<ol style="list-style-type: none"> <li>1. <u>22 PA Code 14.122</u></li> <li>2. <u>22 PA Code 14.123</u></li> <li>3. <u>22 PA Code 14.124</u></li> <li>4. <u>22 PA Code 14.125</u></li> <li>5. <u>22 PA Code 14.133</u></li> <li>6. <u>20 U.S.C. 1414</u></li> <li>7. <u>34 CFR 300.226</u></li> <li>8. <u>34 CFR 300.301-300.311</u></li> <li>9. <u>34 CFR 300.502</u></li> <li>10. <u>34 CFR 300.530</u></li> <li>11. Pol. 113</li> <li>12. Pol. 113.2</li> <li>13. Pol. 209</li> <li>14. Pol. 113.1</li> <li>15. <u>34 CFR 300.300-300.311</u></li> <li>16. <u>34 CFR 300.503</u></li> <li>17. <u>34 CFR 300.303-300.306</u></li> <li>18. <u>34 CFR 300.307-300.311</u></li> <li>19. <u>34 CFR 300.303</u></li> <li>20. PA Ass'n for Retarded Children (PARC) v. Com. of Pa., 343 F. Supp. 279 (E.D. Pa. 1975)</li> <li>21. Pol. 138</li> <li><u>20 U.S.C. 1400 et seq</u></li> <li><u>34 CFR Part 300</u></li> <li><u>Pennsylvania Training and Technical Assistance Network (PaTTAN)</u></li> </ol>

### **Purpose**

**The Board adopts this policy to define the minimum requirements for screening; educational evaluations conducted to determine eligibility for special education services, instructional levels and programming requirements for students with**

**disabilities, including functional behavioral assessments; and requirements for independent educational evaluations.**[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#)[\[8\]](#)[\[9\]](#)[\[10\]](#)[\[11\]](#)[\[12\]](#)

### **Authority**

**The Board shall adopt a system of screening that may include early intervening services and must be designed to accomplish identification and initial screening for students prior to district referral for a special education evaluation. The system shall provide support to staff to improve working effectively with students in the general education curriculum, identify students who may require special education services and programs, and must include hearing and vision screening and screening at reasonable intervals to determine whether students are performing at grade appropriate levels in core academic subjects.**[\[1\]](#)[\[7\]](#)[\[13\]](#)

**Early intervening services shall comply with the requirements of state and federal law and regulations in order to address academic concerns or behaviors that may be impeding success, but which can be resolved through research-based intervention programs in the regular education setting.**[\[7\]](#)

**The Board authorizes the use of functional behavioral assessments (FBAs) as an evaluation to gather information to understand the purpose of the student's behaviors and to assist with developing a positive Behavior Support Plan. FBAs must be conducted when:**[\[5\]](#)[\[10\]](#)[\[11\]](#)[\[14\]](#)[\[12\]](#)

- 1. A student's behavior interferes with his/her learning or the learning of others and information is necessary to provide appropriate educational programming.**
- 2. A student's behavior violates the Code of Student Conduct and is determined to be a manifestation of a student's disability.**
- 3. A student is placed in an interim alternative educational placement for a qualifying reason permitting such placement for up to forty-five (45) school days for certain offenses.**
- 4. The school contacts law enforcement regarding a student who already has a positive Behavior Support Plan.**

**FBAs may also constitute part of the initial evaluation to determine eligibility for special education.**

**The district shall comply with requirements of state and federal laws and regulations when conducting evaluations.**[\[2\]](#)[\[6\]](#)[\[15\]](#)[\[9\]](#)[\[16\]](#)

**An appropriate evaluation of a student, whether conducted by district staff or individuals not employed by the district, shall consist of the administration of all testing and the use of all assessment procedures required to determine the existence of all legally defined disabilities reasonably suspected by district staff, parents/guardians, or the evaluator. An appropriate evaluation shall assist in determining the content of the IEP to enable a student with a disability to be involved in and progress in the general curriculum.**

**A student shall be assessed in all areas related to the suspected disability including, as appropriate, health, vision, hearing, social and emotional status,**

**general intelligence, academic performance, communicative status and motor abilities.**

**A re-evaluation of a student who currently has an IEP shall be conducted as required by state and federal law and regulations.[3][6][17][16]**

### **Guidelines**

#### **Parent/Guardian Requests**

**Parents/Guardians may request an evaluation at any time. The parent/guardian request must be in writing. If a request is made orally to any professional employee or administrator, that individual shall provide a copy of the permission to evaluate form to the parents/guardians within ten (10) calendar days of the oral request.[1][2]**

**The evaluation shall be completed and a copy of the evaluation report presented to parents/guardians no later than sixty (60) calendar days after receipt of written parent/guardian consent for an evaluation, exclusive of the period following the last day of the spring school term to the first day of the subsequent fall term.**

#### **Appropriate Evaluations**

**An appropriate evaluation shall use a variety of assessment tools and strategies to gather relevant functional, developmental and academic information about a student.[2][6][8][9]**

**An appropriate evaluation shall include:**

- 1. Testing and assessment techniques required in light of information currently available from previous evaluations.**
- 2. Information from parents/guardians and school staff familiar with the performance of the student.**
- 3. The student's education records.**

**The evaluator shall review all such sources of information prior to conducting testing and assessment. The evaluator shall review assessments conducted by others that indicate how the student is responding to early intervening services and scientific research-based instruction and/or include such assessments as part of his/her evaluation.**

**To the extent that the results of such instructional assessments are inconsistent with the results of norm or criterion-referenced testing and assessments that the evaluator has administered, the evaluator shall explain the reason for the inconsistency in his/her report, if possible.**

**When assessing the presence of a specific learning disability, the evaluation shall be consistent with procedures adopted by the district and comply with state and federal law and regulations.[4][18]**

**Testing and assessment procedures shall be selected and administered to yield valid measurement or assessment of the construct or quality they purport to**

measure or assess. The evaluator shall administer any testing or assessment procedures in a manner consistent with the requirements and recommendations of the publisher of the test or procedure and in compliance with applicable and authoritatively recognized professional principles and ethical tenets. S/He shall report any factor that might affect the validity of any results obtained.

All assessments and evaluation materials shall be selected and administered so as not to be discriminatory on a racial or cultural basis. Where feasible, assessments and evaluations shall be administered in a language and form most likely to provide accurate information about the student.

The evaluation shall include an observation of the student in an educational setting, unless the student is not currently in such a setting. The evaluator shall obtain information concerning the performance of the student directly from at least one (1) current teacher of the student, unless s/he does not have a current teacher.

The evaluator shall hold an active certification that qualifies the evaluator to conduct that type of evaluation. If certification is not issued for the particular area of professional practice in which the evaluator is lawfully engaged, the evaluator shall hold such license or other credentials as required for the area of professional practice under state law.

The evaluator shall prepare and sign a full report of the evaluation containing:

1. Clear explanation of the testing and assessment results.
2. Complete summary of all test scores, including, for all standardized testing administered, all applicable full scale or battery scores; domain or composite scores; and subtest scores reported in standard, scaled, or T-score format.
3. Complete summary of all information obtained or reviewed from sources other than testing conducted by the evaluator.
4. Identification of all special education and related services needs and relevant information that directly assists persons in determining the educational needs of the student.
5. Specific, individualized recommendations for consideration by the IEP team for educational programming and placement to enable the student to participate as appropriate in the general education curriculum in the least restrictive environment, as defined by federal and state law and regulations.

### Re-Evaluations

Re-evaluations shall be conducted within the timeframes required by state and federal laws and regulations unless the parent/guardian and the district agree in writing that a re-evaluation is unnecessary. For students with intellectual disability, the re-evaluation cannot be waived. The group of qualified professionals that reviews the evaluation materials to determine whether the child is a student with a disability shall include a certified school psychologist when evaluating a student for autism, emotional disturbance, intellectual disability, multiple disabilities, other health impairment, specific learning disability and traumatic brain injury.[3][19][20]



Copies of the re-evaluation report shall be disseminated to parents/guardians at least ten (10) days prior to the meeting of the IEP team unless this requirement is waived in writing.

### Independent Educational Evaluations

A parent/guardian who disagrees with the results or content of an evaluation performed or obtained by the district may request an independent educational evaluation at district expense. A parent/guardian is entitled to only one (1) independent educational evaluation at public expense each time the district conducts an evaluation with which the parent/guardian disagrees. The independent educational evaluation must arise from parents'/guardians' disagreement with the district's most recent evaluations or re-evaluations of the student. The district shall be entitled to a copy of all results of independent educational evaluations conducted at public expense. If an oral request for an independent educational evaluation is made to a professional employee or administrator, that person shall inform the parent/guardian that the request must be in writing. If the native language of the parent/guardian is other than English, the requirement that the parent/guardian make his/her request in writing shall be conveyed by whatever means practicable and in the native language of the parent/guardian.[9][21]

A written request for an independent educational evaluation at district expense shall be immediately forwarded to the Director of Special Education, who may, upon receipt of the written parent/guardian request, ask that the parent/guardian state his/her reasons for disagreement with the evaluation conducted or proposed by the district. The district cannot require the parent/guardian to do so, and the refusal of the parent/guardian shall not delay the process required by this policy.

The criteria under which the independent educational evaluation at public expense is obtained must be the same as the criteria used by the district in conducting an appropriate evaluation, including the location of the evaluation and the qualifications of the examiner, to the extent those criteria are consistent with the parent's/guardian's right to an independent educational evaluation at public expense. The qualified examiners who conduct the independent educational evaluation may not be employed by the public agency responsible for the education of the student.

Within ten (10) school days of receipt of a request for an independent educational evaluation in writing from a parent/guardian, the Director of Special Education shall either initiate a due process hearing to show that the district's evaluation is appropriate and notify the parent/guardian in writing that s/he has done so or issue to the parent/guardian correspondence containing:

1. Assurance that the district will pay for an independent educational evaluation as long as the evaluation meets all of the requirements of an appropriate evaluation and is in compliance with this policy.
2. Statement that the district will not pay for the evaluation until it receives directly from the evaluator a complete copy of a report of that evaluation and determines that the evaluation is in compliance with this policy.

3. **Request that the parents/guardians consider accessing reimbursement for all or part of the evaluation from public or private sources of insurance or reimbursement, together with a clear assurance that the parent/guardian is not required to do so and that the district will pay any cost not covered by such sources.**
4. **Directions that the parent/guardian is responsible for arranging for the evaluation and ensuring that the evaluator contacts the Director of Special Education to arrange for payment of the evaluation.**

**Upon request, the district shall provide to parents/guardians information about where an independent educational evaluation may be obtained.**

**If the evaluation has already been conducted and paid for, the district shall issue correspondence advising the parent/guardian that the district will not reimburse the parent/guardian for the evaluation until it receives a complete and unredacted copy of the report of the evaluation and determines that the evaluation is in compliance with this policy. The district shall require documentation substantiating that the parents/guardians paid for or incurred the obligation to pay for the evaluation without reimbursement from a public or private source of insurance or reimbursement.**

**The Director of Special Education shall send the correspondence to the parent/guardian by certified mail or by other independently verifiable means of conveyance and enclose a copy of this policy.**

**The Director of Special Education shall maintain a list of qualified independent evaluators in each of the various disciplines commonly relied upon to provide education-related evaluations and assessments and shall promptly make that list available to any parent/guardian who requests it.**

**PSBA Revision 6/15 © 2015 PSBA**

Last Modified by Sharon Reiner on January 20, 2016



Book	Policy Manual
Section	100 Programs
Title	Interscholastic Athletics
Number	123
Status	First Reading
Legal	<u>1. 24 P.S. 1601-C et seq</u> <u>2. 22 PA Code 4.27</u> <u>3. 34 CFR 106.41</u> 4. Pol. 103 <u>5. 24 P.S. 511</u> 6. 24 P.S. 5223 <u>7. 24 P.S. 5333</u> <u>10. 24 P.S. 1603-C</u> <u>24 P.S. 5321 et seq</u> <u>24 P.S. 5331 et seq</u> <u>22 PA Code 4.27</u> <u>22 PA Code 12.1</u> <u>22 PA Code 12.4</u> <u>4 CFR 106.41</u> Pol. 204 Pol. 218
Adopted	July 23, 2002
Last Revised	January 8, 2013

### **Purpose**

The Board recognizes the value of a program of interscholastic athletics as an integral part of the total school experience for all district students and to the community.

While athletics can contribute to each student's full development, athletic activities should not interfere with academic requirements nor should such activities be emphasized at the expense of academic performance.

### **Definition**

For purposes of this policy, the program of **interscholastic athletics** shall include all activities relating to competitive or exhibition sport contests, games or events involving individual students or teams of students when such events occur between schools within this district or outside this district.



**Authority**

It shall be the policy of the Board to offer opportunities for participation in interscholastic athletic programs to male and female students on as equal a basis as is practicable and in accordance with State regulations.[1][2][3][4]

The Board shall approve a program of interscholastic athletics and shall require that all facilities utilized in that program, whether or not the property of this Board, properly safeguard both players and spectators and are kept free from hazardous conditions.[5]

The Board shall determine the standards of eligibility to be met by all students participating in an interscholastic program. Such standards shall require that each student, before participating in any interscholastic activity, be covered by student accident insurance; be in good physical condition; be free of injury, as determined by the district physician.[5]

The Board further adopts those eligibility standards set by the Constitution of the Pennsylvania Interscholastic Athletic Association.

Each school year, prior to participation in an interscholastic athletic activity, every student athlete and his/her parent/guardian shall sign and return the acknowledgement of receipt and review of the following:[6][7]

1. Concussion and Traumatic Injury Information Sheet.
2. Sudden Cardiac Arrest Symptoms and Warning Signs.

In addition, the district will develop guidelines, in accordance with School Code, to provide for the prevention, detection and treatment of concussions sustained while participating in an athletic activity. The district will also develop guidelines for prevention and recognition of sudden cardiac arrest in student athletes.

**Guidelines****Physical Examinations of Participants in Secondary Interscholastic Athletics**

No student may participate in an interscholastic sport during the academic year, either practice session or competition, without providing written certification from a licensed physician, certified school nurse practitioner, or physician assistant that the student has been examined and approved for participation in that sport.

Students who wish to participate in more than one sport during the same academic year must be re-examined and certified by a physician, school nurse practitioner, or physician assistant for each sport prior to participation.

A student's initial physical examination during the academic year should be conducted by the family physician, except in cases of economic hardship when the school physician will conduct the exam. Examinations for recertification during the same year may be conducted by the school physician.

**Male/Female Athletic Opportunities Report**

By October 15 of each year, on the designated disclosure form, the Superintendent or designee shall report to the PA Department of Education the interscholastic athletic

opportunities and treatment for male and female secondary school students for the preceding school year.[10]

By November 1 of each year, the completed disclosure form shall be made available for public inspection during regular business hours and posted on the district's website.

The availability of the completed disclosure form shall be announced by posting a notice on school bulletin boards, in the school newspaper, on any electronic mailing list or list serve, and by any other reasonable means.[10]

**References:**

**CBSD Board Policies: 123.1, 123.2**

~~[123-Attach 1.doc \(28 KB\)](#)~~

~~[123-Attach 2.doc \(26 KB\)](#)~~

Last Modified by Sharon Reiner on January 20, 2016



Book	Policy Manual
Section	100 Programs
Title	Concussion Management
Number	123.1
Status	First Reading
Legal	<u>1. 24 P.S. 5322</u> 2. Pol. 123 3. Pol. 122 <u>4. 24 P.S. 5323</u> <u>24 P.S. 5321 et seq</u>

### **Purpose**

The Board recognizes the importance of ensuring the safety of students participating in the district's athletic programs. This policy has been developed to provide guidance for prevention, detection and treatment of concussions sustained by students while participating in an athletic activity.

### **Definitions**

**Appropriate medical professional** shall mean all of the following:[1]

1. A licensed physician who is trained in the evaluation and management of concussions.
2. A licensed or certified health care professional trained in the evaluation and management of concussions and designated by a licensed physician trained in the evaluation and management of concussions.
3. ~~A licensed psychologist neuropsychologically trained in the evaluation and management of concussions or who has postdoctoral training in neuropsychology and specific training in the evaluation and management of concussions.~~

**Athletic activity** shall mean all of the following:[1]

1. Interscholastic athletics.[2]
2. ~~An athletic contest or competition, other than interscholastic athletics, that is sponsored by or associated with the school, including cheerleading, club sponsored sports activities and sports activities sponsored by school-affiliated organizations.[3]~~
3. ~~Noncompetitive cheerleading that is sponsored by or associated with the school.[3]~~
4. Practices, interschool practices and scrimmages for all athletic activities.[3][2]

### **Delegation of Responsibility**

Each school year, prior to participation in an athletic activity, every student athlete and his/her parent/guardian shall sign and return the acknowledgement of receipt and review of the Concussion and Traumatic Brain Injury Information Sheet.[4]

The Superintendent or designee shall develop administrative regulations to implement this policy, which shall include protocols for concussion management.

### **Guidelines**

The school shall hold an informational meeting prior to the start of each athletic season for all competitors **in high school and middle school athletic activities** regarding concussions and other head injuries, the importance of proper concussion management, and how preseason baseline assessments can aid in the evaluation, management and recovery process. In addition to the student athletes, such meetings may include parents/guardians, coaches, other appropriate school officials, physicians, neuropsychologists, athletic trainers and physical therapists.[4] **Team coaches are also expected to attend these sessions with their respective student athletes. All high school athletes involved in collision and contact sports will take a baseline concussion test once a year as part of the concussion management program. All 7th and 8th grade athletes involved in collision and contact sports will take a baseline concussion test once every two (2) years as part of the concussion management program.**

### **Removal From Play**

A student who, as determined by a game official, coach from the student's team, certified athletic trainer, licensed physician, licensed physical therapist or other official designated by the district, exhibits signs or symptoms of a concussion or traumatic brain injury while participating in an athletic activity shall be removed by the coach from participation at that time.[4] **A parent or guardian will be notified when such determination is made as soon as possible.**

### **Return to Play**

The coach ~~student~~ shall not return a student to **athletic** participation until the student is evaluated and cleared for return to participation in writing by an appropriate medical professional. The Board may designate a specific appropriate medical professional(s) to provide written clearance for return to participation.[4] **unless all of the following conditions have been met.**

#### **The student athlete:**

- **attends all classes, maintains full academic load/homework, and requires no instructional accommodations or modifications related to the concussion.**
- **no longer exhibits signs, symptoms, or behaviors consistent with a concussion, at rest or with exertion.**
- **receives a written medical release from an appropriate licensed health care provider.**
- **the student athlete follows stepwise progression policy mandated by the state.**

### **Training**

All coaches shall annually, prior to coaching an athletic activity, complete a concussion management certification training course offered by the Centers for Disease Control and Prevention, the National Federation of State High School Associations or another provider approved by the Department of Health.[4] **A coach will not coach an athletic activity until the training course is completed.**

#### Penalties

A coach found in violation of the provisions of this policy related to removal from play and return to play shall be subject to the following penalties:[4]

1. For a **first** violation, suspension from coaching any athletic activity for the remainder of the season.
2. For a **second** violation, ~~suspension from coaching any athletic activity for the remainder of the season and for the next season.~~ **permanent removal from that coaching or extra-duty position or any other extra-duty position in the future.**
3. For a ~~third~~ violation, ~~permanent suspension from coaching any athletic activity.~~

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Last Modified by Sharon Reiner on January 20, 2016



Book	Policy Manual
Section	100 Programs
Title	Sudden Cardiac Arrest
Number	123.2
Status	First Reading
Legal	<u>1. 24 P.S. 5331 et seq</u> <u>2. 24 P.S. 5332</u> 3. Pol. 123 4. Pol. 122 <u>5. 24 P.S. 5333</u> Pol. 822

### **Authority**

The Board recognizes the importance of ensuring the safety of students participating in the district's athletic programs. This policy has been developed to provide guidance for prevention and recognition of sudden cardiac arrest in student athletes.[1]

### **Definition**

**Athletic activity** shall mean all of the following:[2]

1. Interscholastic athletics.[3]
2. ~~An athletic contest or competition, other than interscholastic athletics, that is sponsored by or associated with the school, including cheerleading, club-sponsored sports activities and sports activities sponsored by school-affiliated organizations.~~[4]
3. ~~Noncompetitive cheerleading that is sponsored by or associated with the school.~~[4]
4. Practices, interschool practices and scrimmages for all athletic activities.[4][3]

### **Delegation of Responsibility**

Each school year, prior to participation in an athletic activity, every student athlete and his/her parent/guardian shall sign and return the acknowledgement of receipt and review of the Sudden Cardiac Arrest Symptoms and Warning Signs Information Sheet.[5]

### **Guidelines**

The school shall hold an informational meeting prior to the start of each athletic season for all competitors regarding the symptoms and warning signs of sudden cardiac arrest. In addition to the student athletes, such meetings may include parents/guardians, coaches, other appropriate school officials, physicians, pediatric cardiologists, and athletic trainers.[5]



### Removal From Play

A student who, as determined by a game official, coach from the student's team, certified athletic trainer, licensed physician, or other official designated by the district, exhibits signs or symptoms of sudden cardiac arrest while participating in an athletic activity shall be removed by the coach from participation at that time.[5]

Any student known to have exhibited signs or symptoms of sudden cardiac arrest prior to or following an athletic activity shall be prevented from participating in athletic activities.

### Return to Play

The coach shall not return a student to participation until the student is evaluated and cleared for return to participation in writing by a licensed physician, certified registered nurse practitioner or cardiologist.[5]

### Training

All coaches shall annually, prior to coaching an athletic activity, complete the sudden cardiac arrest training course offered by a provider approved by the PA Department of Health.[5] **A coach will not coach an athletic activity until the training course is completed.**

### Penalties

A coach found in violation of the provisions of this policy related to removal from play and return to play shall be subject to the following penalties:[5]

1. For a **first** violation, suspension from coaching any athletic activity for the remainder of the season.
2. For a **second** violation, ~~suspension from coaching any athletic activity for the remainder of the season and for the next season.~~ **permanent removal from that coaching or extra-duty position or any other extra-duty position in the future.**
3. For a **third** violation, ~~permanent suspension from coaching any athletic activity.~~

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Last Modified by Sharon Reiner on January 20, 2016



Book	Policy Manual
Section	300 Administrative Employees
Title	CONDUCT/Disciplinary Procedures
Number	317
Status	First Reading
Legal	<u>1. 22 PA Code 235.10</u> <u>2. Pol. 824</u> <u>3. 24 P.S. 510</u> <u>4. 24 P.S. 514</u> <u>5. 24 P.S. 1121</u> <u>6. 24 P.S. 1122</u> <u>7. 24 P.S. 1126</u> <u>8. 24 P.S. 1127</u> <u>9. 24 P.S. 1128</u> <u>10. 24 P.S. 1129</u> <u>11. 24 P.S. 1130</u> <u>12. 2 Pa. C.S.A. 551 et seq</u> <u>13. Pol. 351</u> <u>14. 24 P.S. 1151</u> <u>15. 24 P.S. 111</u> <u>16. 24 P.S. 2070.9a</u> <u>17. 23 Pa. C.S.A. 6344.3</u> <u>22 PA Code 235.1 et seq</u> <u>24 P.S. 2070.1a et seq</u> <u>23 Pa. C.S.A. 6301 et seq</u>

### **Purpose**

~~Effective operation of district programs requires the cooperation of all employees working together under a system of policies and rules applied fairly and consistently. The orderly conduct of the district's functions requires uniform compliance with these policies and rules, and uniform penalties and disciplinary procedures for violations.~~

### **Authority**

~~The Board directs that procedures be established whereby administrative employees shall be informed of the disciplinary actions that are considered appropriate and that are to be applied for violation of district policies, rules and procedures.. [1]~~



~~The vote to discharge shall be by a two-thirds vote of all members of the Board for tenured employees. A vote to provide a degree of punishment less than a discharge shall be by a majority of a quorum present at a meeting at which such vote is to be taken. [2]~~

**All administrative, professional and support employees are expected to conduct themselves in a manner consistent with appropriate and orderly behavior. Effective operation of district schools requires the cooperation of all employees working together and complying with a system of Board policies, administrative regulations, rules and procedures, applied fairly and consistently.**

**The Board requires employees to maintain professional, moral and ethical relationships with students at all times.[1][2]**

**The Board directs that all district employees shall be informed of conduct that is required and is prohibited during work hours and the disciplinary actions that may be applied for violation of Board policies, administrative regulations, rules and procedures.[3][4]**

**When demotion or dismissal charges are filed against a certificated administrative or professional employee, a hearing shall be provided as required by applicable law. Noncertificated administrative and support employees may be entitled to a Local Agency Law hearing, at the employee's request.[5][6][7][8][9][10][11][12]**

### **Delegation of Responsibility**

~~The Superintendent or designee shall prepare and promulgate disciplinary rules for violations of district policies, rules and procedures that provide progressive penalties.~~

**All district employees shall comply with state and federal laws and regulations, Board policies, administrative regulations, rules and procedures. District employees shall endeavor to maintain order, perform assigned job functions and carry out directives issued by supervisors.[3]**

**When engaged in assigned duties, district employees shall not participate in activities that include but are not limited to the following:**

1. **Physical or verbal abuse, or threat of harm, to anyone.**
2. **Nonprofessional relationships with students.[2]**
3. **Causing intentional damage to district property, facilities or equipment.**
4. **Forceful or unauthorized entry to or occupation of district facilities, buildings or grounds.**
5. **Use, possession, distribution, or sale of alcohol, drugs or other illegal substances.[13]**
6. **Use of profane or abusive language.**
7. **Breach of confidential information.**

8. **Failure to comply with directives of district officials, security officers, or law enforcement officers.[6]**
9. **Carrying onto or possessing a weapon on school grounds district property without authorization from the appropriate school administrator.**
10. **Violation of Board policies, administrative regulations, rules or procedures.[6]**
11. **Violation of federal, state, or applicable municipal laws or regulations.[6]**
12. **Conduct that may obstruct, disrupt, or interfere with teaching, research, service, operations, administrative or disciplinary functions of the district, or any activity sponsored or approved by the Board.**

**The Superintendent or designee shall develop and disseminate disciplinary rules for violations of Board policies, administrative regulations, rules and procedures that provide progressive penalties, including but not limited to**

- verbal warning
- written warning
- reprimand
- suspension
- demotion[14]
- dismissal[6]
- pursuit of civil and criminal sanctions.

#### **Arrest or Conviction Reporting Requirements**

**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.[15][16]**

**Employees shall also report to the Superintendent or designee, in writing, within seventy-two (72) hours of notification, that the employee has been named as a perpetrator in a founded or indicated report pursuant to the Child Protective Services Law.[17]**

**An employee shall be required to submit new criminal history background checks if the Superintendent or designee has a reasonable belief that the employee was arrested or has been convicted of an offense required to be reported by law, and the employee has not notified the Superintendent or designee.[15]**

**An employee shall be required immediately to submit a new child abuse history certification if the Superintendent or designee has a reasonable belief that the employee was named as a perpetrator in a founded or indicated report or has provided written notice of such occurrence.[17]**

**Failure to accurately report such occurrences may subject the employee to disciplinary action up to and including termination and criminal prosecution.[15][17]**

#### **Guidelines**

**In the event it is necessary to demote or dismiss, a hearing shall be provided as required by statute.[3][4]**

When charges are filed against an administrative employee pursuant to the School Code, the Board, after hearing the case in accordance with the procedures established in law, may vote to discharge such employee or authorize a lesser punishment short of a discharge, such as a suspension without pay. [5][6][4]

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Last Modified by Sharon Reiner on January 20, 2016



Book	Policy Manual
Section	400 Professional Employees
Title	CONDUCT/Disciplinary Procedures
Number	417
Status	First Reading
Legal	<u>1. 24 P.S. 510</u> <u>2. 22 PA Code 49.64 et seq</u> <u>3. 22 PA Code 237.1 et seq</u> <u>4. 24 P.S. 1127</u> <u>5. 2 Pa. C.S.A. 551 et seq</u> <u>6. 24 P.S. 1122</u> <u>7. 24 P.S. 1126</u>
Adopted	July 23, 2002

### **Purpose**

~~Effective operation of district programs requires the cooperation of all employees working together under a system of policies and rules applied fairly and consistently. The orderly conduct of the district's functions requires uniform compliance with these policies and rules, and uniform penalties and disciplinary procedures for violations.~~

### **Authority**

~~The Board directs that procedures be established whereby professional employees shall be informed of the disciplinary actions that are considered appropriate and that are to be applied for violation of district policies, rules and procedures. [1]~~

**All, administrative, professional and support employees are expected to conduct themselves in a manner consistent with appropriate and orderly behavior. Effective operation of district schools requires the cooperation of all employees working together and complying with a system of Board policies, administrative regulations, rules and procedures, applied fairly and consistently.**

**The Board requires employees to maintain professional, moral and ethical, relationships with students at all times. [3][4]**

**When demotion or dismissal charges are filed against a certificated administrative or professional employee, a hearing shall be provided as required by applicable law. Non-certificated administrative and support employees may be entitled to a Local Agency Law hearing, at the employee's request. [5][6][7][8][9][10][11][12]**

**The vote to discharge shall be by a two-thirds vote of all members of the Board for tenured employees. A vote to provide a degree of punishment less than a discharge shall be by a majority of a quorum present at a meeting at which such vote is to be taken. [2]**

### **Delegation of Responsibility**

The Superintendent or designee shall prepare and promulgate disciplinary rules for violations of district policies, rules and procedures that provide progressive penalties.

The Superintendent shall report promptly to the Department of Education any instance where the school district has dismissed a certified professional employee for cause. The Superintendent also shall report any instance where a certified professional employee has been formally charged or convicted of a crime of moral turpitude or other offense that requires mandatory suspension or revocation of the certified employee's professional teaching certificate.[2][3]

**All district employees shall comply with state and federal laws and regulations, Board policies, administrative regulations, rules and procedures. District employees shall endeavor to maintain order, perform assigned job functions and carry out directives issued by supervisors. [3]**

**When engaged in assigned duties, district employees shall not participate in activities that include but are not limited to the following:**

- 1. Physical or verbal abuse, or threat of harm, to anyone.**
- 2. Non-professional relationships with students. [2]**
- 3. Causing intentional damage to district property, facilities or equipment.**
- 4. Forceful or unauthorized entry to occupation of district facilities, buildings or grounds.**
- 5. Use, possession, distribution, or sale of alcohol, drugs or other illegal substances. [13]**
- 6. Use of profane or abusive language.**
- 7. Breach of confidential information.**
- 8. Failure to comply with directives of district officials security officers, or law enforcement officers. [6]**
- 9. Carrying onto or possessing a weapon on school grounds district property without authorization from the appropriate school administrator.**
- 10. Violation of Board policies, administrative regulations, rules or procedures. [6]**
- 11. Violation of federal, state, or applicable municipal laws or regulations. [6]**
- 12. Conduct that may obstruct, disrupt, or interfere with teaching, research, service, operations, Administrative or disciplinary functions of the district, or any activity sponsored or approved by the Board.**

**The Superintendent or designee shall develop and disseminate disciplinary rules for violations of Board policies, administrative regulations, rules and procedures that provide progressive penalties, including but not limited to**

- Verbal warning**
- Written warning**
- Reprimand**

- **Suspension**
- **Demotion [14]**
- **Dismissal [6]**
- **Pursuit of civil and criminal sanctions**

### **Arrest of Conviction Reporting Requirements**

**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. [15][16]**

**Employees shall report to the Superintendent or designee, in writing, within seventy-two (72) hours of notification, that the employee has been named as a perpetrator in a founded or indicated report pursuant to the Child Protective Services Law. [17]**

**An employee shall be required to submit a new criminal history background checks if the Superintendent or designee has a reasonable belief that the employee was arrested or has been convicted of an offense required to be reported by law, and the employee has not notified the Superintendent or designee. [15]**

**An employee shall be required to submit a new child abuse history certification if the Superintendent or designee has a reasonable belief that the employee was named as a perpetrator in a founded or indicated report or has provided written notice of such occurrence. [17]**

**Failure to accurately report such occurrences may subject the employee to disciplinary action up to and including termination and criminal prosecution. [15][17]**

### **Guidelines**

**In the event it is necessary to demote or dismiss, a hearing shall be provided as required by statute.[4][5]**

**When charges are filed against a professional pursuant to the School Code, the Board, after hearing the case in accordance with the procedures established in law, may vote to discharge such employee or authorize a lesser punishment short of discharge, such as a suspension without pay.[6][7][4]**

Last Modified by Sharon Reiner on January 20, 2016





Book	Policy Manual
Section	500 Classified Employees
Title	CONDUCT/Disciplinary Procedures
Number	517
Status	First Reading
Legal	<ul style="list-style-type: none"> <li><u>1. 22 PA Code 235.10</u></li> <li>2. Pol. 824</li> <li><u>3. 24 P.S. 510</u></li> <li><u>4. 24 P.S. 514</u></li> <li><u>5. 24 P.S. 1121</u></li> <li><u>6. 24 P.S. 1122</u></li> <li><u>7. 24 P.S. 1126</u></li> <li><u>8. 24 P.S. 1127</u></li> <li><u>9. 24 P.S. 1128</u></li> <li><u>10. 24 P.S. 1129</u></li> <li><u>11. 24 P.S. 1130</u></li> <li><u>12. 2 Pa. C.S.A. 551 et seq</u></li> <li>13. Pol. 351</li> <li><u>14. 24 P.S. 1151</u></li> <li><u>15. 24 P.S. 111</u></li> <li><u>16. 24 P.S. 2070.9a</u></li> <li><u>17. 23 Pa. C.S.A. 6344.3</u></li> <li><u>22 PA Code 235.1 et seq</u></li> <li><u>24 P.S. 2070.1a et seq</u></li> <li><u>23 Pa. C.S.A. 6301 et seq</u></li> </ul>

### **Purpose**

~~Effective operation of district programs requires the cooperation of all employees working together under a system of policies and rules applied fairly and consistently. The orderly conduct of the district's functions requires uniform compliance with these policies and rules, and uniform penalties and disciplinary procedures for violations.~~

### **Authority**

~~The Board directs that procedures be established whereby classified employees shall be informed of the disciplinary actions that are considered appropriate and that are to be applied for violation of district policies, rules and procedures.~~

**All administrative, professional and support employees are expected to conduct themselves in a manner consistent with appropriate and orderly behavior. Effective operation of district schools requires the cooperation of all employees working together and complying with a system of Board policies, administrative regulations, rules and procedures, applied fairly and consistently.**

**The Board requires employees to maintain professional, moral and ethical relationships with students at all times.[1][2]**

**The Board directs that all district employees shall be informed of conduct that is required and is prohibited during work hours and the disciplinary actions that may be applied for violation of Board policies, administrative regulations, rules and procedures.[3][4]**

**When demotion or dismissal charges are filed against a certificated administrative or professional employee, a hearing shall be provided as required by applicable law. Noncertificated administrative and support employees may be entitled to a Local Agency Law hearing, at the employee's request.[5][6][7][8][9][10][11][12]**

### **Delegation of Responsibility**

~~The Superintendent or designee shall prepare and promulgate disciplinary rules for violations of district policies and rules that provide progressive penalties, including verbal warning, written warning, suspension, demotion and dismissal.~~

**All district employees shall comply with state and federal laws and regulations, Board policies, administrative regulations, rules and procedures. District employees shall endeavor to maintain order, perform assigned job functions and carry out directives issued by supervisors.[3]**

**When engaged in assigned duties, district employees shall not participate in activities that include but are not limited to the following:**

1. **Physical or verbal abuse, or threat of harm, to anyone.**
2. **Nonprofessional relationships with students.[2]**
3. **Causing intentional damage to district property, facilities or equipment.**
4. **Forceful or unauthorized entry to or occupation of district facilities, buildings or grounds.**
5. **Use, possession, distribution, or sale of alcohol, drugs or other illegal substances.[13]**
6. **Use of profane or abusive language.**
7. **Breach of confidential information.**
8. **Failure to comply with directives of district officials, security officers, or law enforcement officers.[6]**



9. **Carrying onto or possessing a weapon on school grounds district property without authorization from the appropriate school administrator.**
10. **Violation of Board policies, administrative regulations, rules or procedures.[6]**
11. **Violation of federal, state, or applicable municipal laws or regulations.[6]**
12. **Conduct that may obstruct, disrupt, or interfere with teaching, research, service, operations, administrative or disciplinary functions of the district, or any activity sponsored or approved by the Board.**

**The Superintendent or designee shall develop and disseminate disciplinary rules for violations of Board policies, administrative regulations, rules and procedures that provide progressive penalties, including but not limited to**

- verbal warning
- written warning
- reprimand
- suspension
- demotion[14]
- dismissal[6]
- pursuit of civil and criminal sanctions.

#### **Arrest or Conviction Reporting Requirements**

**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.[15][16]**

**Employees shall also report to the Superintendent or designee, in writing, within seventy-two (72) hours of notification, that the employee has been named as a perpetrator in a founded or indicated report pursuant to the Child Protective Services Law.[17]**

**An employee shall be required to submit new criminal history background checks if the Superintendent or designee has a reasonable belief that the employee was arrested or has been convicted of an offense required to be reported by law, and the employee has not notified the Superintendent or designee.[15]**

**An employee shall be required immediately to submit a new child abuse history certification if the Superintendent or designee has a reasonable belief that the employee was named as a perpetrator in a founded or indicated report or has provided written notice of such occurrence.[17]**

#### **Guidelines**

**Failure to accurately report such **occurrences** may subject the employee to disciplinary action up to and including termination and criminal prosecution.[15][17]**

**When charges are filed against a support employee pursuant to the School Code, the Board, after hearing the case in accordance with the procedures established in law, may vote to discharge such employee or authorize a lesser punishment short of discharge, such as a suspension without pay. [6][7][4]**

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Book	Policy Manual
Section	800 Operations
Title	Electronic Communications and Social Media/Networking
Number	816
Status	First Reading
Legal	<u>24 P.S. 510</u>
	Pol. 317
	Pol. 417
	Pol. 517
	Pol. 814
	Pol. 815
Adopted	October 25, 2011

### **Purpose**

Staff members are expected to maintain a high degree of professionalism in all communications. Given the potentially broad reach of electronic communications and the propensity for reaching unintended recipients, staff members must be particularly cognizant of the need for professionalism in regard to their electronic communications.

Employees should not publically defame themselves, the school district, its students, or stakeholders in any way or in any venue. Employees should not foster non-professional relationships with students expressed by any means. Teachers should use the greatest amount of wisdom and professionalism when fostering relationships among adult stakeholders. Employees should use their time on district devices and networks legally, productively, and for work purposes.

A very broad range of Web-based/Internet tools are potentially available for use in the classroom. Staff members must make the district aware of the Web-based/Internet tools they wish to use with their students using a district provided online registry. Staff members must also provide a means for the district to monitor, and if necessary, edit any materials shared with students.

### **Guidelines**

Examples of electronic communications which are prohibited for staff members to engage include, but are not limited to:

1. Sending communications to students that are not related to the overall mission of the district.
2. Providing a staff member's personal cell phone number to students.
3. Placing a phone call to a student's personal cell phone.

4. Sending sms/text messages to students.
5. E-mailing students from a staff member's personal email account.
6. Providing students with a staff member's personal email (non-district provided) account/address.
7. "Friending" or otherwise adding students to their circle of contacts on an online social networking site whose function does not involve enhancing the educational goals of the district.
8. Publically displaying or posting online material that would be disruptive to the educational process, including, but not limited to provocative statements, provocative photographs, and/or other public or online activities that would jeopardize the professional nature of the staff-student relationship.
9. Using any district device or network to send or attempt to send a communication anonymously or in any manner so as to disguise the identity of the actual sender.
10. Representing personal opinions as those of the district.
11. Using any district device or network to upload, download or otherwise transmit commercial software or any copyrighted materials belonging to parties outside of the district, or the district itself.
12. Revealing or publicizing confidential or proprietary information.
13. Disclosing personally identifiable information related to a student, except in strict accordance with Board Policy and the Family Educational Rights and Privacy Act and the regulations promulgated there under.
14. Using any district device or network to facilitate or participate in blogging, unless used for a clear educational purpose and otherwise consistent with law and Board Policy.
15. Using any district device or network to participate in or facilitate chat rooms unless used for a clear educational purpose and otherwise consistent with law and Board Policy.
16. Using any district device or network to download files, games, music or video, unless, for a clear educational purpose, and always in accordance with Copyright and Fair Use Guidelines.
17. Sharing passwords to district operated systems with or allowing passwords to district operated systems to be used by anyone else.

Staff are encouraged to use a district provided means of communication (e.g. district e-mail, district phone) when contacting students. However, emergency circumstances may arise that require a staff member to communicate with a student via a non-district provided method of communication. In such an instance, it is the responsibility of the staff member to report such situations to their supervisor at the first opportunity.

### Web Tools

Web-based/Internet tools which involve some type of two-way communication (e.g. sites that offer the ability to post information) have specific limitations for use by teachers when used with their students. The Superintendent, or his/her designee, may approve for district-

wide use or prohibit from district-wide use specific web-based/Internet tools. (A list of both will be posted).

All web-based/Internet tools to be used by staff members that involve some type of two-way communications must be registered with the school district. Staff members must provide school district administrators with accessibility to monitor and, if necessary, edit any materials shared with students.

Any web-based/internet tool used with students must have a clear educational purpose.

When creating student accounts, teachers must adhere to the requirements of the Children's Online Privacy Protection Act of 1998. Specifically, teachers must obtain written permission to create accounts for children under the age of thirteen (13).

Teachers and students must conform to the Terms of Use for the specific Web-based/Internet tool. For example, some Web-based/Internet tool's Terms of Use restrict use to those thirteen (13) years or older or eighteen (18) years or older.

~~Any comments or posts that may be made by students must first be routed to a teacher for release.~~

**Student comments can be posted without teacher approval if the website is self-contained to the class with a log-in. Pages with two-way communication should restrict the viewers to students in your classes. By doing so, only students and staff with CB logins can view any comment.**

Any comments or posts made by students must be able to be deleted by teachers and school district administrators.

A password or other means of restricting access to members of the CBSD educational community must be available and used.

### Consequences

The Superintendent or designee shall be responsible to carry out disciplinary action with regard to improper use of technology.

The consequence for inappropriate use will result in disciplinary action in accordance with established disciplinary procedures and if the inappropriate use violates federal or state laws, it will be formally reported to the proper legal authorities.

Last Modified by Sharon Reiner on January 20, 2016



Book	Policy Manual
Section	800 Operations
Title	Maintaining Professional Adult/Student Boundaries
Number	824
Status	First Reading
Legal	<ul style="list-style-type: none"> <li>1. <u>24 P.S. 510</u></li> <li>2. Pol. 818</li> <li>3. Pol. 103</li> <li>4. Pol. 103.1</li> <li>5. Pol. 248</li> <li>6. Pol. 815</li> <li>7. <u>23 Pa. C.S.A. 6311</u></li> <li>8. Pol. 806</li> <li>9. <u>24 P.S. 2070.9a</u></li> <li>10. Pol. 317.1</li> <li>11. <u>24 P.S. 1302.1-A</u></li> <li>12. <u>24 P.S. 1303-A</u></li> <li>13. <u>22 PA Code 10.2</u></li> <li>14. <u>22 PA Code 10.21</u></li> <li>15. <u>22 PA Code 10.22</u></li> <li>16. Pol. 805.1</li> <li>17. Pol. 348</li> <li>18. Pol. 317</li> <li><u>24 P.S. 2070.1a et seq</u></li> <li><u>22 PA Code 235.1 et seq</u></li> <li><u>23 Pa. C.S.A. 6301 et seq</u></li> </ul>

### **Authority**

**This policy applies to district employees, volunteers, student teachers, and independent contractors and their employees who interact with students or are present on school grounds. For purposes of this policy, such individuals are referred to collectively as adults. The term adults as used in this policy, does not include district students who perform services on a volunteer or compensated basis.**

**All adults shall be expected to maintain professional, moral and ethical relationships with district students that are conducive to an effective, safe learning**

environment. This policy addresses a range of behaviors that include not only obviously unlawful or improper interactions with students, but also precursor grooming and other boundary-blurring behaviors that can lead to more egregious misconduct.

The Board directs that all adults shall be informed of conduct that is prohibited and the disciplinary actions that may be applied for violation of Board policies, administrative regulations, rules and procedures.[1]

This policy is not intended to interfere with appropriate pre-existing personal relationships between adults and students and their families that exist independently of the district or to interfere with participation in civic, religious or other outside organizations that include district students.

### **Definition**

For purposes of this policy, legitimate educational reasons include matters or communications related to teaching, counseling, athletics, extracurricular activities, treatment of a student's physical injury or other medical needs, school administration or other purposes within the scope of the adult's job duties.

### **Delegation of Responsibility**

The Superintendent or designee shall annually inform students, parents/guardians, and all adults regarding the contents of this Board policy through employee and student handbooks, posting on the district website, and by other appropriate methods.

The building principal or designee shall be available to answer questions about behaviors or activities that may violate professional boundaries as defined in this policy.

Independent contractors doing business with the district shall ensure that their employees who have interaction with students or are present on school grounds are informed of the provisions of this policy.[2]

### **Guidelines**

Adults shall establish and maintain appropriate personal boundaries with students and not engage in any behavior that is prohibited by this policy or that creates the appearance of prohibited behavior.

### **Prohibited Conduct**

#### ***Romantic or Sexual Relationships -***

Adults shall be prohibited from dating, courting, or entering into or attempting to form a romantic or sexual relationship with any student enrolled in the district, regardless of the student's age. Students of any age are not legally capable of consenting to romantic or sexual interactions with adults.

Prohibited romantic or sexual interaction involving students includes, but is not limited to:

1. Sexual physical contact.



2. **Romantic flirtation, propositions, or sexual remarks.**
3. **Sexual slurs, leering, epithets, sexual or derogatory comments.**
4. **Personal comments about a student's body.**
5. **Sexual jokes, notes, stories, drawings, gestures or pictures.**
6. **Spreading sexual or romantic rumors.**
7. **Touching a student's body or clothes in a sexual or intimate way.**
8. **Accepting massages, or offering or giving massages other than in the course of injury care administered by an athletic trainer, coach, or health care provider.**
9. **Restricting a student's freedom of movement in a sexually intimidating or provocative manner.**
10. **Displaying or transmitting sexual objects, pictures, or depictions.**

***Social Interactions -***

**In order to maintain professional boundaries, adults shall ensure that their interactions with students are appropriate.**

**Examples of prohibited conduct that violates professional boundaries include, but are not limited to:**

1. **Disclosing personal, sexual, family, employment concerns or other private matters to one or more students.**
2. **Exchanging notes, emails or other communications of a personal nature with a student.**
3. **Giving personal gifts, cards or letters to a student without written approval from the building principal.**
4. **Touching students without a legitimate educational reason. (Reasons could include the need for assistance when injured, a kindergartner having a toileting accident and requiring assistance, appropriate coaching instruction, or appropriate music instruction).**
5. **Singling out a particular student or students for personal attention or friendship beyond the ordinary professional adult-student relationship.**
6. **Taking a student out of class without a legitimate educational reason.**
7. **Being alone with a student behind closed doors without a legitimate educational reason.**
8. **Initiating or extending contact with a student beyond the school day or outside of class times without a legitimate educational reason.**
9. **Sending or accompanying a student on personal errands.**



10. **Inviting a student to the adult's home.**
11. **Going to a student's home without a legitimate educational reason.**
12. **Taking a student on outings without prior notification to and approval from both the parent/guardian and the building principal.**
13. **Giving a student a ride alone in a vehicle in a nonemergency situation without prior notification to and approval from both the parent/guardian and the building principal.**
14. **Addressing students or permitting students to address adults with personalized terms of endearment, pet names, or otherwise in an overly familiar manner.**
15. **Telling a student personal secrets or sharing personal secrets with a student.**
16. **For adults who are not guidance/counseling staff, psychologists, social workers or other adults with designated responsibilities to counsel students, encouraging students to confide their personal or family problems and/or relationships. If a student initiates such discussions, the student should be referred to the appropriate school resource.**
17. **Furnishing alcohol, drugs or tobacco to a student or being present where any student is consuming these substances.**
18. **Engaging in harassing or discriminatory conduct prohibited by other district policies or by state or federal law and regulations.[3][4][5]**

#### ***Electronic Communications -***

**For purposes of this policy, electronic communication shall mean a communication transmitted by means of an electronic device including, but not limited to, a telephone, cellular telephone, computer, computer network, personal data assistant or pager. Electronic communications include, but are not limited to, emails, instant messages and communications made by means of an Internet website, including social media and other networking websites.**

**As with other forms of communication, when communicating electronically, adults shall maintain professional boundaries with students.**

**Electronic communication with students shall be for legitimate educational reasons only.**

**When available, district-provided email or other district-provided communication devices shall be used when communicating electronically with students. The use of district-provided email or other district-provided communication devices shall be in accordance with district policies and procedures.[6]**

**All electronic communications from coaches and advisors to team or club members shall be sent in a single communication to all participating team or club members, except for communications concerning an individual student's medical or academic privacy matters, in which case the communications will be copied to the building principal. In the case of sports teams under the direction of the Athletic Director,**

such medical or academic communications shall also be copied to the Athletic Director.

Adults shall not follow or accept requests for current students to be friends or connections on personal social networking sites and shall not create any networking site for communication with students other than those provided by the district for this purpose, without the prior written approval of the building principal.

### **Exceptions**

An emergency situation or a legitimate educational reason may justify deviation from professional boundaries set out in this policy. The adult shall be prepared to articulate the reason for any deviation from the requirements of this policy and must demonstrate that s/he has maintained an appropriate relationship with the student.

Under no circumstance will an educational or other reason justify deviation from the "Romantic and Sexual Relationships" section of this policy.

There will be circumstances where personal relationships develop between an adult and a student's family, e.g. when their children become friends. This policy is not intended to interfere with such relationships or to limit activities that are normally consistent with such relationships. Adults are strongly encouraged to maintain professional boundaries appropriate to the nature of the activity.

It is understood that many adults are involved in various other roles in the community through nondistrict-related civic, religious, athletic, scouting or other organizations and programs whose participants may include district students. Such community involvement is commendable, and this policy is not intended to interfere with or restrict an adult's ability to serve in those roles; however, adults are strongly encouraged to maintain professional boundaries appropriate to the nature of the activity with regard to all youth with whom they interact in the course of their community involvement.

### **Reporting Inappropriate or Suspicious Conduct**

Any person, including a student, who has concerns about or is uncomfortable with a relationship or interaction between an adult and a student, shall immediately notify the Superintendent, principal or other administrator.[5]

All district employees, independent contractors and volunteers who have reasonable cause to suspect that a child is the victim of child abuse, shall immediately report the suspected abuse, in accordance with applicable law, regulations and Board policy.[7][8]

An educator who knows of any action, inaction or conduct which constitutes sexual abuse or exploitation or sexual misconduct under the Educator Discipline Act shall report such misconduct to the Pennsylvania Department of Education on the required form, and shall report such misconduct to the Superintendent and his/her immediate supervisor, within fifteen (15) days of discovery of such misconduct.[9]  
[10]

If the Superintendent or designee reasonably suspects that conduct being reported involves an incident required to be reported under the Child Protective Services

**Law, the Educator Discipline Act or the Safe Schools Act, the Superintendent or designee shall make a report, in accordance with applicable law, regulations and Board policy.[7][9][11][12][13][14][15][10][16][8]**

**It is a violation of this policy to retaliate against any person for reporting any action pursuant to this policy or for participating as a witness in any related investigation or hearing.**

### **Investigation**

**Allegations of inappropriate conduct shall be promptly investigated in accordance with the procedures utilized for complaints of harassment.[5][17]**

**It is understood that some reports made pursuant to this policy will be based on rumors or misunderstandings; the mere fact that the reported adult is cleared of any wrongdoing shall not result in disciplinary action against the reporter or any witnesses. If as the result of an investigation any individual, including the reported adult, the reporter, or a witness is found to have intentionally provided false information in making the report or during the investigation or hearings related to the report, or if any individual intentionally obstructs the investigation or hearings, this may be addressed as a violation of this policy and other applicable laws, regulations and district policies. Obstruction includes, but is not limited to, violation of "no contact" orders given to the reported adult, attempting to alter or influence witness testimony, and destruction of or hiding evidence.**

### **Disciplinary Action**

**A district employee who violates this policy may be subject to disciplinary action, up to and including termination, in accordance with all applicable district disciplinary policies and procedures.[18]**

**A volunteer, student teacher, or independent contractor or an employee of an independent contractor who violates this policy may be prohibited from working or serving in district schools for an appropriate period of time or permanently, as determined by the Superintendent or designee.**

### **Training**

**The district shall provide training with respect to the provisions of this policy to current and new district employees, volunteers and student teachers subject to this policy.**

**The district, at its sole discretion, may require independent contractors and their employees who interact with students or are present on school grounds to receive training on this policy and related procedures.**

**PSBA New 10/15 © 2015 PSBA**

Last Modified by Sharon Reiner on January 20, 2016



Book	Policy Manual
Section	900 Community
Title	Volunteers
Number	916
Status	First Reading
Legal	<ul style="list-style-type: none"> <li>1. <u>24 P.S. 510</u></li> <li>2. Pol. 824</li> <li>3. <u>23 Pa. C.S.A. 6303</u></li> <li>4. <u>23 Pa. C.S.A. 6344</u></li> <li>5. <u>23 Pa. C.S.A. 6344.2</u></li> <li>6. Pol. 907</li> <li>7. <u>23 Pa. C.S.A. 6344.3</u></li> <li>8. <u>23 Pa. C.S.A. 6344.4</u></li> <li>9. <u>24 P.S. 1418</u></li> <li>10. <u>28 PA Code 23.44</u></li> <li>11. <u>23 Pa. C.S.A. 6311</u></li> <li>12. Pol. 806</li> <li>13. Pol. 123</li> <li>14. Pol. 123.1</li> <li>15. Pol. 123.2</li> <li>16. Pol. 216</li> <li><u>23 Pa. C.S.A. 6301 et seq</u></li> </ul>

### **Purpose**

**The Board supports and encourages the participation of parents/guardians and community residents to enhance the educational, co-curricular and extracurricular programs of the district.**

### **Authority**

**The Board may adopt and enforce reasonable rules and regulations governing volunteers and their participation in the activities of the district.[1]**

**The Board directs that all volunteers shall be informed of conduct that is prohibited and the disciplinary actions that may be applied for violation of Board policies, administrative regulations, rules and procedures.[1]**

**All volunteers shall be expected to maintain professional, moral and ethical relationships with district students that are conducive to an effective, safe learning environment.[2]**

### **Definitions**

**The following words and phrases, when used in this policy, shall have the meaning given to them in this section:**

**Adult - an individual eighteen (18) years of age or older.[3]**

**Certifications - refers to the child abuse history clearance statement; the state criminal history background check; and where applicable, the federal criminal history background check, required by the Child Protective Services Law.[4][5]**

**Direct volunteer contact - the care, supervision, guidance or control of children and routine interaction with children.[3]**

**Person responsible for the child's welfare - a person who provides permanent or temporary care, supervision, mental health diagnosis or treatment, training or control of a child in lieu of parental care, supervision and control.[3]**

**Routine interaction - regular and repeated contact that is integral to a person's volunteer responsibilities.[3]**

**Visitor - a parent/guardian, adult resident, educator, official or other individual who is not a school employee or independent contractor, and who visits a school or attends or participates in an event or activity at a school, but whose role is less substantial than would be sufficient to meet the definition of volunteer for purposes of this policy.[6]**

**Volunteer - is an adult, whose role is more than that of a visitor, who voluntarily offers a service to the district without receiving compensation from the district. A volunteer is not a school employee.[5]**

**The two (2) classifications of volunteers are:**

- 1. Position Volunteer - an adult applying for or holding an unpaid position with a school or a program, activity or service, as a person responsible for the child's welfare or having direct volunteer contact with children. Examples include, but are not limited to, field trip chaperons, tutors, coaches, activity advisor, recess or library aides, etc.**
- 2. Guest Volunteer - an adult who voluntarily provides a service to the district, without compensation, who: (1) works directly under the supervision and direction of a school administrator, a teacher or other member of the school staff; and (2) does not have direct volunteer contact. Examples include, but are not limited to, volunteering to assist in classroom celebrations, school assemblies, or school concerts; reading to students; collecting tickets at sporting events; working concession stands; participating in "Career Day," etc.**

### **Delegation of Responsibility**

**The Superintendent or designee shall be responsible for the selection and management of volunteers and for ensuring compliance with Board policies, administrative regulations, rules and procedures.**

**At the discretion of the Superintendent or designee, a volunteer's service may be discontinued at any time.**

**The Superintendent or designee shall develop administrative regulations to implement this policy and manage the selection, use and supervision of volunteers.**

### **Guidelines**

**Each prospective position volunteer shall complete and submit a volunteer application.**

**The names of all position volunteers shall be submitted for approval by the Superintendent or designee.**

**The names of all guest volunteers shall be submitted for approval by the building principal or designee.**

**Upon approval, volunteers shall be placed on the list of approved volunteers.**

**Approval shall be required prior to beginning service as a volunteer.**

### **Certifications**

**Prior to approval, all position volunteers shall submit the following information:**

- 1. PA Child Abuse History Certification - which must be less than sixty (60) months old.[5]**
- 2. PA State Police Criminal History Record Information - which must be less than sixty (60) months old.[5]**
- 3. Disclosure Statement for Volunteers - which is a statement swearing or affirming the applicant has not been disqualified from service by reason of conviction of designated criminal offenses or being listed as the perpetrator in a founded report of child abuse.[4][5][7]**

**If a position volunteer has not been a resident of Pennsylvania during the entirety of the previous ten (10) year period, the position volunteer must also submit the following information:[5]**

- 1. Federal Criminal History Report - issued at any time since the volunteer established residency.**

**The Superintendent or designee shall review the information and determine if information is disclosed that precludes service as a volunteer.**

**Information submitted by volunteers in accordance with this policy shall be maintained centrally in a manner similar to that used for school employees.**

**Position volunteers shall obtain and submit new certifications every sixty (60) months.[8]**



**A student, eighteen (18) years of age or older, who is volunteering for an event or activity sponsored by the school in which the student is enrolled and occurring on the school's grounds, shall not be required to submit certifications except when the event or activity is for children in the care of a child-care service or the student will otherwise be responsible for the welfare of a child.[5]**

### **Tuberculosis Test**

**Prior to participating in student activities, volunteers shall undergo a test for tuberculosis, when required by and in accordance with the regulations and guidance of the Pennsylvania Department of Health.[9][10]**

### **Arrest or Conviction Reporting Requirements**

**Position volunteers shall report to the Superintendent or designee, in writing, within seventy-two (72) hours, an arrest or conviction required to be reported by law or notification that the volunteer has been named as a perpetrator in a founded or indicated report pursuant to the Child Protective Services Law.[7]**

**The Superintendent or designee shall immediately require a position volunteer to submit new certifications if the Superintendent or designee has a reasonable belief that the volunteer was arrested for or has been convicted of an offense required to be reported by law, was named as a perpetrator in a founded or indicated report, or has provided written notice of such occurrence.[7]**

**Failure to accurately report such occurrences may subject the position volunteer to disciplinary action up to and including denial of volunteer service and criminal prosecution.[7]**

### **Child Abuse Reporting**

**All volunteers who have reasonable cause to suspect that a child is the victim of child abuse shall make a report of suspected child abuse in accordance with applicable law, Board policy and administrative regulations.[11][12]**

### **Supervision**

**Each volunteer shall be under the supervision of a designated school administrator, teacher or other member of the school staff.**

### **Training**

**Volunteers shall attend orientation and training sessions, as appropriate to the nature of their volunteer service. When training is provided for school employees relating to the legal obligations of employers and educational institutions, consideration shall be given to which volunteers should also receive that training. [13][14][15][12]**

### **Confidentiality**

**No volunteer shall be permitted access to confidential student information unless the supervisor has determined that such access is necessary for the volunteer to fulfill his/her responsibilities. Volunteers with access to confidential student information shall maintain the confidentiality of that information in accordance with district policies and procedures and applicable law. If a volunteer has**

**questions about the confidentiality of student information, the volunteer should consult with the building principal.[16]**

### **Liability Insurance**

**The district shall provide liability insurance coverage for volunteers appropriate to the nature of their roles and the risk management needs of the district.**

### **Reimbursement for Expenses**

**Volunteers may be reimbursed for expenses incurred in the course of their volunteer service only when authorized in advance by the Superintendent or designee.**

### **Acknowledgement**

**Each volunteer shall affirm in writing that s/he has been provided with a copy of, has read, understands and agrees to comply with this policy.**

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Last Modified by Sharon Reiner on January 20, 2016





# 2016-2017 CENTRAL BUCKS SCHOOL DISTRICT CALENDAR

## August / September

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

29-30 Professional Development  
 8/31 First Day of School for ALL Students  
 5 Labor Day - No School

Student days (22) - Teacher days (24)

## October

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

10-14 Celebrate Education Week  
 3 Rosh Hashanah - No School  
 12 Yom Kippur - No School

Student days (19) - Teacher days (19)

## November

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

7 End of 1st Marking Period (46 days)  
 8 Election Day—No School—Prof. Development/ MS Conference  
 11 Veterans Day  
 17-22 No Kindergarten - K Parent Conferences  
 21 Early Dismissal 1-6, Parent Conferences; Full Day 7-12  
 22 Early Dismissal 1-12; Elem. Conferences/ Prof. Development  
 23 No School - Professional Development  
 24-25 Thanksgiving Recess - No School

Student days (18) - Teacher days (20)

## December

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

5-16 Keystone Testing, Algebra I, Biology, Literature  
 23 Early Dismissal Grades K-12  
 24-1/1 Hanukkah  
 25 Christmas Day  
 26-1/2 Winter Recess - No School

Student days (17) - Teacher days (17)

## January

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

3 School Resumes  
 9-23 Keystone Testing, Algebra 1, Biology, Literature  
 16 Martin Luther King Jr. Day - No School  
 25 Early Dismissal - End of 2nd Marking Pd. (46 days)

Student days (20) - Teacher days (20)

## February

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

16-17 No School - Professional Development  
 20 Presidents' Day - No School

Student days (17) - Teacher days (19)

## March

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

31 Early Dismissal K-6; Full Day 7-12

Student days (23) - Teacher days (23)

## April

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

3-7 PSSA Testing Grades 3-8, English/ Lang Arts  
 4 End of 3rd Marking Period (46 days)  
 10-18 Passover  
 12-18 No Kindergarten - K Parent Conferences  
 13,17 No School - Professional Development - Conferences  
 14 No School  
 16 Easter Sunday  
 24-28 PSSA Testing Grades 3-8, Mathematics

Student days (17) - Teacher days (19)

## May

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

1-5 PSSA Testing Grades 4 & 8, Science  
 15-26 Keystone Testing: Algebra 1, Biology, Literature  
 29 Memorial Day - No School

Student days (22) - Teacher days (22)

## June

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

13 Last Day: Early Dismissal  
 End 4th Marking Pd. (46 days)  
 14 Professional Development

Student days (9) - Teacher days (10)

## Key

- Holiday - No School for Students & Staff
- No School - Professional Development
- Early Dismissal, Grades K-12
- Early Dismissal, Grades K-6
- End of Marking Period
- No Kindergarten - K Parent Conferences

NO Kindergarten on November 17-22 for Parent Conferences.  
 NO Kindergarten on April 12-18 for Parent Conferences/ Spring Recess.  
 NO PM Kindergarten on December 23 and March 31  
 NO AM Kindergarten on January 25 and June 13 - PM Kindergarten attends in the morning.

NOTE: Snow make-up days will be scheduled beginning on June 14

184 Student Days - 193 Scheduled Teacher Days

**CENTRAL BUCKS SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

**January 26, 2016**

**FOR ACTION: Personnel Items**

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

**RECOMMENDATION:**

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

RESIGNATIONS

Name: Tracey Bulvin  
Position: Before/After School Care Program  
Effective: December 31, 2015

Name: Sallie Carr  
Position: Swim Program – Central Bucks High School – East  
Effective: December 31, 2015

Name: Shelly Bik Earley  
Position: Before/After School Care Program  
Effective: December 31, 2015

Name: Christopher Evans  
Position: Before/After School Care Program  
Effective: December 31, 2015

Name: Darell Garner  
Position: Special Education Assistant – Bridge Valley Elementary School  
Effective: January 22, 2016

Name: Samantha Hennessey  
Position: Before/After School Care Program  
Effective: December 31, 2015

Name: Marc Hoover  
Position: Substitute Custodian – Facilities Department  
Effective: December 31, 2015

Name: Katelynn Maly  
Position: Before/After School Care Program  
Effective: December 31, 2015

Name: Perinann Matthews  
Position: Swim Program – Central Bucks High School – South  
Effective: December 31, 2015

Name: Ryan Myers  
Position: Before/After School Care Program  
Effective: December 31, 2015

Name: Jorge Suito  
Position: Substitute Custodian – Facilities Department  
Effective: December 31, 2015

## LEAVES OF ABSENCE

Catherine Bell	English teacher – Central Bucks High School – West March 4, 2016 – June 1, 2016
Megan Boletta	Science teacher – Holicong Middle School March 8, 2016 – August 2016
Kevin Cawley	Social Studies teacher – Central Bucks High School – South November 17, 2015 – TBD
Annalia Chaplin	Elementary teacher – Bridge Valley Elementary School May 2, 2016 – August 2016
Cheryl Choe	Biology teacher – Central Bucks High School – South April 4, 2016 – January 2017
Kristen Deery	Behavior Support Specialist – Educational Services Center April 4, 2016 – August 2016
John Fuhr	School Bus Driver – Transportation January 11, 2016 – TBD
Leslie Fuller	Admin Secretary – Bridge Valley Elementary School November 11, 2015 – TBD (Intermittent)
Lisa Im	Special Education teacher – Gayman Elementary School May 2, 2016 – August 2017
Jillian Maiese	Elementary teacher – Titus Elementary School March 21, 2016 – August 2016
Mark Mannella	School Psychologist – Groveland Elementary School January 12, 2016 – January 29, 2016
Gregory Marlin	Custodian – Bridge Valley Elementary School December 16, 2015 – TBD
Tiffany Pobst	Elementary teacher – Bridge Valley Elementary School April 8, 2016 – August 2016
Christian Reidler	Building Computer Specialist – Educational Services Center January 1, 2016 – TBD (Intermittent)
Tina Shull	School Bus Driver – Transportation Department March 3, 2016 – May 9, 2016 (Intermittent)

## APPOINTMENTS

Name: Robin Granieri  
Position: (Temporary) Special Education Assistant – Bridge Valley Elementary School  
\$14.51 per hour  
Effective: January 27, 2016  
Reason: Employee Leave

Name: Ronald MacDonald  
Position: (Temporary) Special Education Assistant – Central Bucks High School – West  
\$14.01 per hour  
Effective: January 11, 2016  
Reason: Employee Leave

Name: Amy Marin  
Position: Personal Care Assistant – Gayman Elementary School  
\$12.76 per hour  
Effective: January 11, 2016  
Reason: Employee Resignation

Name: Sherry Ross  
Position: Personal Care Assistant – Linden Elementary School  
\$12.26 per hour  
Effective: January 14, 2016  
Reason: Employee Transfer

Name: John Ryan  
Position: (Temporary) Custodian – Various Buildings  
\$15.47 per hour  
Effective: January 20, 2016  
Reason: Employee Transfer

Name: Lachele Vaughan  
Position: Educational Assistant – Central Bucks High School – West  
\$14.01 per hour  
Effective: January 27, 2016  
Reason: New Position

Name: Donna Wright  
Position: Staff Nurse – Various Buildings  
\$19.45 per hour  
Effective: January 19, 2016  
Reason: Employee Transfer

LONG-TERM SUBSTITUTE TEACHERS

Name: Katie Foley  
Position: Chemistry teacher – Central Bucks High School – East  
\$45,024 (B+0 credits, Step 1)  
Effective: January 27, 2016 until the end of the 2015-2016 school year

Name: Kelsey Glenwright  
Position: Health and PE teacher – Barclay/Kutz Elementary Schools  
\$45,024 (B+0 credits, Step 1)  
Effective: January 27, 2016 until the end of the 2015-2016 school year

Name: Angela Koutsouros  
Position: French teacher – Tohickon Middle School  
\$50,897 (M+0 credits, Step 1)  
Effective: January 27, 2016 until the end of the 2015-2016 school year

Name: Brittany Trauger  
Position: Elementary teacher – Linden Elementary School  
\$50,897 (M+0 credits, Step 1)  
Effective: January 4, 2016 until the end of the 2015-2016 school year

LONG-TERM PER DIEM SUBSTITUTE TEACHERS

Name: Meghan Forlini  
Position: Social Studies teacher – Central Bucks High School – West  
\$150 per day  
Effective: January 4, 2016

Name: Kacie Gallen  
Position: Elementary teacher – Buckingham Elementary School  
\$150 per day  
Effective: December 14, 2015

Name: Laura Niland  
Position: Elementary teacher – Bridge Valley Elementary School  
\$150 per day  
Effective: January 27, 2016 – April 25, 2016

Name: Mary VanEllis  
Position: Science teacher – Unami Middle School  
\$150 per day  
Effective: January 6, 2016

CLASSIFICATION CHANGES

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Richard Friedman	(Temporary) Custodian South No Change In Salary	(Permanent) Custodian South No Change In Salary	1/8/16
Sheila Kelly	(.93) Staff Nurse Titus/Various No Change In Salary	(1.0) Staff Nurse Tohickon No Change In Salary	1/8/16
Lauren Plocharski	Office Clerk East \$12.63 Per Hour	General Secretary-Attendance East \$14.01 Per Hour	1/11/16
Jeanette Viniarski	Duty Assistant  CB West No Change In Salary	Duty Assistant/ (Temp) Attendance Clerk CB West No Change In Salary	1/14/16

COMMUNITY SCHOOL STAFF

Erik Coombs	Student Lifeguard	\$ 8.40/hour
Christine Heegard	Before/After School Child Program/Instructor 2 Rate	\$17.30/hour

**CENTRAL BUCKS SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

**January 26, 2016**

**FOR ACTION: Student Trips**

The CB East, South, and West Future Business Leaders of America Clubs are planning to travel to Hershey, PA on April 10-12, 2016 to attend the 2016 PA FBLA State Leadership Conference. Three teachers and forty-three students plan to travel to Hershey, PA. These students competed in a business topic of their choice at the regional level in December 2015 and scored within the top five. They have now earned the opportunity to compete at the state level. If they score within the top two at the state level, they will move onto the national competition. Students will compete against the best business students in the state of Pennsylvania. The cost of the trip for each student is \$396. Fundraising and student funds will help pay for the trip. Provisions have been made for any students with a financial need.

**RECOMMENDATION:**

The administration is recommending that the Board approve the CB East, South, and West Future Business Leaders of America Clubs to travel to Hershey, PA on April 10-12, 2016.





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

DATE of REQUEST 1/12/2016

PERMISSION IS REQUESTED TO FACILITATE A FIELD TRIP TO

DESTINATION(S) Hershey Lodge & Conference Center

ADDRESS(ES) Hershey, PA

DATE(S) Sunday, April 10 through Tuesday, April 12, 2016

NAME OF SCHOOL Central Bucks HS East

SCHOOL GROUP (Band, Debate, Sports Team, etc.) Future Business Leaders of America

NAME OF SCHOOL GROUP SPONSOR Virginia Kownurko SPONSOR SIGNATURE [Signature]

NUMBER OF STUDENTS IN GROUP 60 NUMBER OF STUDENTS PARTICIPATING IN TRIP 16

COST TO EACH STUDENT \$ 396 PROVISION FOR THOSE UNABLE TO PAY \_\_\_\_\_

MEANS OF FUNDING TRIP \_\_\_\_\_

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): State Competition and Business Conference. Students winning in Region 12 qualified for the state competition. Business presentations, workshops and seminars along with performance and on-line testing are included in the State Conference. Winners move on to Nationals. Students will compete against the best business students in the state of Pennsylvania

**PLEASE ATTACH A DETAILED ITINERARY.**

TRANSPORTATION **\*\*Bus Company** CBSD school bus

Airline (Name of Carrier) \_\_\_\_\_

Other (Specify) \_\_\_\_\_

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

PRINCIPAL SIGNATURE [Signature] SCHOOL EAST  
 DATE 1/14/16

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 January 19, 2016

PERMISSION IS REQUESTED TO FACILITATE A FIELD TRIP TO

DESTINATION(S) FBLA State Competition at Hershey Convention Center

ADDRESS(ES) 325 University Drive, Hershey, PA 17033

DATE(S) Sunday, April 10, 2016 - Tuesday, April 12, 2016

NAME OF SCHOOL Central Bucks High School South traveling with CB East and CB West

SCHOOL GROUP (Band, Debate, Sports Team, etc.) Future Business Leaders of America

NAME OF SCHOOL GROUP SPONSOR Shirley Kutz SPONSOR SIGNATURE

NUMBER OF STUDENTS IN GROUP 29 NUMBER OF STUDENTS PARTICIPATING IN TRIP 3

COST TO EACH STUDENT \$396.00 PROVISION FOR THOSE UNABLE TO PAY Giving Fund  
from the Student Activities Account is available

MEANS OF FUNDING TRIP Student payments. Funds from student activity account are available if needed.

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

East & West teachers are chaperoning

**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): These students competed in a business topic of their choice at the regional level in December, 2015 and scored within the top five. They have now earned the opportunity to compete at the state level. If they score within the top two at the state level, they will move onto the national competition.

PLEASE ATTACH A DETAILED ITINERARY.

TRANSPORTATION \*\*Bus Company District Bus

Airline (Name of Carrier) \_\_\_\_\_

Other (Specify) \_\_\_\_\_

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

PRINCIPAL SIGNATURE SCHOOL CB South

DATE 1-19-16

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 February 19, 2016

PERMISSION IS REQUESTED TO FACILITATE A FIELD TRIP TO

DESTINATION(S) FBLA State Competition at Hershey Convention Center

ADDRESS(ES) 325 University Drive, Hershey, PA 17033

DATE(S) Sunday, April 10, 2016 — Tuesday, April 12, 2016

NAME OF SCHOOL Central Bucks High School West

SCHOOL GROUP (Band, Debate, Sports Team, etc.) Future Business Leaders of America

NAME OF SCHOOL GROUP SPONSOR Rosemarie Toub SPONSOR SIGNATURE Rosemarie Toub

NUMBER OF STUDENTS IN GROUP 60 NUMBER OF STUDENTS PARTICIPATING IN TRIP 24

COST TO EACH STUDENT \$396.00 PROVISION FOR THOSE UNABLE TO PAY Giving Fund  
from the Student Activities Account is available

MEANS OF FUNDING TRIP Students will pay for the trip initially; will reimburse part of cost via fundraising.

NUMBER OF TEACHERS 2 NUMBER OF PARENTS 0 = TOTAL NUMBER CHAPERONES 2

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

EDUCATIONAL PURPOSE FOR TRIP (Include objective, invitation, if applicable): These students competed in a business topic of their choice at the regional level in December, 2015 and scored within the top five. They have now earned the opportunity to compete at the state level. If they score within the top two at the state level, they will move onto the national competition.

**PLEASE ATTACH A DETAILED ITINERARY.**

TRANSPORTATION \*\*Bus Company District Bus

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 1.19.16

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

**CENTRAL BUCKS SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

**January 26, 2016**

**FOR ACTION: Staff Conferences/Workshops**

The following staff conferences/workshops are for approval:

Name	Area	Dates	Conference name	Location	General		Totals
					Fund	Grants	
Beltz, Paul	Adminstrator	3/31/16	Reading Nonfiction: Notice & Note	BCIU #22		145	
Burkholder, Sarah	Professional	3/31/16	Reading Nonfiction: Notice & Note	BCIU #22		240	
Christie, Ashley	Professional	3/31/16	Reading Nonfiction: Notice & Note	BCIU #22		145	
Decorrevont, Michael	Professional	2/23/16	PA Educaastional Technology Expo & Conference	Hershey, PA		277	
Geevarghese, Aneesh	Professional	2/23/16	PA Educaastional Technology Expo & Conference	Hershey, PA		277	
Gillen, Megan	Professional	11/9/15	Dr Jean's Active Learning Adventure	Philadelphia	261		
Hunt, Henry	Adminstrator	3/15 to 3/18/16	PA State Athletic Directors Assoc Annual Conference	Hershey, PA	1,135		
Kennedy, Scott	Adminstrator	3/8 to 3/11/16	PASBO- Annual Conference	Hershey, PA		697	
Mumford, Amanda	Adminstrator	3/31/16	Reading Nonfiction: Notice & Note	BCIU #22		145	
Reilly, Adreinne	Professional	3/31/16	Reading Nonfiction: Notice & Note	BCIU #22		145	
Schmidt, Melissa	Professional	11/9/15	Dr Jean's Active Learning Adventure	Philadelphia	254		
Turner, Danielle	Adminstrator	3/15 to 3/18/16	PA State Athletic Directors Assoc Annual Conference	Hershey, PA	1,134		
Wallace, Karen	Professional	3/31/16	Reading Nonfiction: Notice & Note	BCIU #22		145	
<b>Totals this meeting</b>					<b>2,784</b>	<b>2,216</b>	<b>5,000</b>
Year to date from last meeting					<b>4,577</b>	<b>29,309</b>	<b>33,886</b>
Totals year to date			General fund budget	28500	<b>7,361</b>	<b>31,525</b>	<b>38,886</b>

**RECOMMENDATION:**

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