

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

**February 25, 2014**

The Central Bucks Board of School Directors held its meeting on Tuesday, February 25, 2014 in the Board Room of the Educational Services Center with President Paul Faulkner presiding. The meeting was called to order by President Faulkner at 7:30 p.m., followed by the Pledge of Allegiance.

**BOARD MEMBERS PRESENT**

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

**BOARD MEMBERS ABSENT**

James Duffy, Kelly Unger

**ADMINISTRATORS PRESENT**

Dr. David Weitzel, Dr. Nancy Silvious, Scott Kennedy, Gilbert Martini, David Matyas, Dale Scafuro, Edward Sherretta

**ALSO PRESENT**

Jeffrey Garton, Solicitor; Sharon Reiner, School Board Secretary

**APPROVAL OF MINUTES**

Motion by Joseph Jagelka, supported by Stephen Corr, to approve the minutes of the February 11, 2014 school board meeting.

Motion Approved 7-0.

**PUBLIC COMMENT**

None

**SUPERINTENDENT'S REPORT**

Extended School Year

Shara Smith from Warwick Elementary School and Jenn Summers from Jamison Elementary School, both elementary autistic support teachers, presented a powerpoint on *Extended School Year*. In addition to their classroom responsibilities Ms. Smith and Ms. Summers have taken on the tasks of helping to organize, manage, and hire staff for the program. They also serve as on-site supervisors during the summer for the elementary and secondary Extended School Year sites. The ESY summer program assists special needs students in the maintenance of their skills to minimize any regression in learning that may occur. ESY is provided through itinerant services, where a teacher or therapist works individually with a student, or at a center based program where students come to one of schools for services. Previously the center based programs were run by the Intermediate Unit, CB took over responsibility for the Extended School Year program in 2013. Last year a total of 201 special needs students participated in the center based program and 172 special needs students participated in the itinerant program.

## **SCHOOL BOARD REPORTS**

The Finance Committee and MBIT Executive Council minutes were noted and are Attachment A for informational purposes.

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

Motion by Jerel Wohl, supported by Joseph Jagelka, to approve the Treasurer's Report and Summary of Fund Disbursements for the month of January 2014.

General Fund – January 2014	\$16,413,372.90
Capital Fund (net voids)	1,729,386.22
Food Service (check issued)	<u>149,289.21</u>
TOTAL ALL FUNDS	\$18,292,048.33

Motion Approved 7-0.

## **TRANSFER FUNDS FROM THE GENERAL FUND TO THE TECHNOLOGY CAPITAL FUND**

Motion by Stephen Corr, supported by Jerel Wohl, to approve the transfer of State bond payment reimbursement to the Technology Capital Fund in the amount of \$261,725.87.

Motion Approved 7-0.

## **APPOINTMENT OF MEMBERS TO THE CENTRAL BUCKS JOINT SCHOOL BUILDING AUTHORITY**

Motion by Stephen Corr, supported by Joseph Jagelka, to approve the appointment of the below listed volunteers for the Central Bucks Joint School Building Authority for a one-year term or until the authority is dissolved.

Nancy Silvious, Gil Martini, Susan Vincent, Angela Jacobs, Colleen Siegle, Ruth Pastori, and Sharon Reiner (Joint Authority Board Secretary).

Motion Approved 7-0.

## **NOMINATION OF STEPHEN A. CORR TO SERVE ON THE BUCKS COUNTY IU BOARD OF DIRECTORS**

Motion by John Gamble, supported by Joseph Jagelka, to approve the nomination of Stephen A. Corr to serve on the Bucks County IU Board of Directors.

Motion Approved 7-0.

## **PERSONNEL ITEMS**

Motion by Stephen Corr, supported by Joseph Jagelka, to approve retirements, and unpaid leaves of absence; long-term substitute teachers, long-term per diem substitute teachers, and community school staff.

## **RETIREMENTS**

Name: Thomas Brigo  
Position: School Psychologist – Barclay Elementary School  
Effective: June 17, 2014

Name: Sheryl Cox  
Position: School Counselor – Barclay Elementary School  
Effective: June 17, 2014

UNPAID LEAVES OF ABSENCE

Adeline Del Rosario French teacher – Holicong Middle School  
April 14, 2014 – May 23, 2014

Kristen Kraus Library Sciences teacher–Buckingham/Butler Elementary Schools  
May 12, 2014 – August 2014

Kimberly McLaughlin Chemistry/Physics teacher – Central Bucks High School – South  
May 30, 2014 – January 27, 2015

Lauren McNelis Mathematics teacher – Central Bucks High School – South  
June 6, 2014 – August 2014

LONG-TERM SUBSTITUTE TEACHERS

Name: Emily Binder  
Position: Art teacher – Linden/Barclay Elementary Schools  
\$20,574 (B+0 credits, Step 1)  
Effective: February 4, 2014 until the end of the 2013-2014 school year

LONG-TERM PER DIEM SUBSTITUTE TEACHERS

Name: Angela Doneker  
Position: Special Education teacher – Tamanend Middle School  
\$19.75 per hour  
Effective: February 4, 2014

Name: Andrew Dowd  
Position: English teacher – Unami Middle School  
\$19.75 per hour  
Effective: February 10, 2014

Name: Ashley Fisher  
Position: Special Education teacher – Unami Middle School  
\$19.75 per hour  
Effective: January 23, 2014

Name: Christopher Hentschel  
Position: Science teacher – Tohickon Middle School  
\$19.75 per hour  
Effective: February 11, 2014

Name: Christopher Pierangeli  
Position: Social Studies teacher – Tohickon Middle School  
\$19.75 per hour  
Effective: February 10, 2014

### COMMUNITY SCHOOL STAFF

Timothy Silberg

Before/After School Instructor 2

\$17.30/hour

Motion Approved 7-0.

### **STUDENT ITEMS**

Motion by Stephen Corr, supported by Joseph Jagelka, to approve the following student trips:

- CB West Men's Choir to travel to New Brunswick, NJ on March 7-8, 2014.

Motion Approved 7-0.

### **STAFF CONFERENCES/WORKSHOPS**

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

MaryKate Blankenburg	2/11/14	Facilitator Workshop	Doylestown, PA	350
Rosemarie Toub	4/7-4/8/14	FBLA State Ldrship Conf	Hershey, PA	658

Motion Approved 7-0.

### **INFORMATION/DISCUSSION ITEMS**

President Faulkner announced the Semi-Annual Rating of Elementary and Secondary Temporary Professional Employees for 2013-2014 were included as informational items.

#### Snow Make-Up Days

Dr. Weitzel presented a DRAFT calendar to Board members for a discussion on snow make-up days. So far, the winter weather has caused students to miss eight school days (four 2-hour delays, one Early Dismissal Day, and eight snow days). Central Bucks students attend 184 days of school.

The following changes have already been incorporated into the calendar revised on January 14, 2014:

- April 21 is now a school day for students/staff
- The end of the school year was moved from June 12 to June 13

The below are new proposed recommendations to the calendar:

- April 17: will become a regular school day (Parent/Teacher Conferences will be scheduled before or after school)
- Monday, June 16 – Thursday, June 19: will be regular school days
- Friday, June 20: Early Dismissal Day, AM Kindergarten will attend instead of PM Kindergarten, Graduation occurs on the last day of school (**Graduation date will be announced in April**)

At this time the calendar does not reflect teacher days, changes to the 3<sup>rd</sup> Marking Period, and the possibility of moving the April 3 Early Dismissal Day to April 4 (this is being done to provide continuity in that week for instruction). These items are currently being discussed.

A DRAFT calendar will be posted on the website for the public to view. A final decision on the calendar will be made some time in March.

School Board Member Conference Attendance

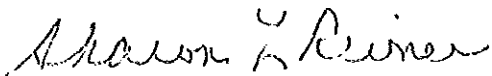
Board members discussed the need for continuing school board education and their attendance at conferences. Further conversation on this topic will be at the next Curriculum Committee meeting. In the meantime Dr. Weitzel will check with the Pennsylvania School Boards Association (PSBA) on upcoming Board conferences.

Jerel Wohl and John Gamble commented on the Kelly Anne Dolan event held at Tamanend Middle School on Saturday, February 22. They thanked everyone for their effort to make it a fantastic event and a huge success. It was noted that every single building in the district does something to help others.

There being no further business before the Board, motion by Tyler Tomlinson, supported by John Gamble, to adjourn at 8:23 p.m.

Motion Approved 7-0.

Respectfully submitted,

A handwritten signature in cursive script, reading "Sharon L. Reiner".

Sharon L. Reiner  
Board Secretary

**CENTRAL BUCKS SCHOOL DISTRICT**  
**Finance Committee Minutes**  
**January 15, 2014**

Committee Members Present

Jerel Wohl, Chairperson  
Jim Duffy, Member  
Tyler Tomlinson, Member

Other Board Members and Administrators Present

Paul Faulkner  
Geri McMullin

Dave Matyas, Business Administrator  
Susan Vincent, Director of Finance

Dr. Dave Weitzel, Superintendent

Committee Members Absent

Joe Jagelka, Member

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

PUBLIC COMMENT

Three members of the public were present.

APPROVAL OF MINUTES

The November 20, 2013 Finance Committee meeting minutes were accepted as presented.

INFORMATION/ DISCUSSION/ACTION ITEMS

**Real Estate, Plumstead Township** – The township purchased two parcels of land totaling 71.25 acres near the intersection of Route 611 and Silo Hill Road. This property will be preserved from development and could become a park in future years. The land will be tax exempt starting in 2014-15. Plumstead Township is asking the board to waive the real estate taxes on this property for 2013-14. The amount waived would be \$11,562.65 at the tax bill face value.

The properties could eliminate over 30 houses from being built on these parcels. Past analysis shows a new home that also sends a child to public school does not generate enough revenue to offset the cost of education. In the long run, this land preservation could save the district money over the years and may help prevent future overcrowding at Groveland. The district is still concerned that phase 2 of the Carriage Hill development on Route 313 may produce enrollment increases at Groveland Elementary.

There was brief discussion by the committee about selling the district owned property on Silo Hill Road. But, with potential future development in the area, the district may need a building site for another elementary school. This is not an immediate need, just planning for the future.

The committee had several questions: When did the township purchase the property? Over this past summer. Does the district have a good working relationship with the township? The district and township work well together on real estate, zoning, and construction items. How will the tax waiver work? The district would reimburse the township for any taxes paid on the property for 2013-14.

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

**Policy 808 Food Services** – The Pennsylvania School Boards Association (PSBA) provides draft policies for school districts to use throughout the state. PSBA rewrote policy 808 to comply with changes in the school code and federal statutes that have changed. The major influence for the change was the implementation of the federal Healthy Hunger-Free Kids Act (HHFKA). The HHFKA went into effect July 2013 and requires schools to use more fresh fruits and vegetables as well as whole grains in both the school breakfast and lunch programs.

- The district does not see any issues with any of the changes that PSBA proposes.
- At the bottom of the second page of the policy, the last two paragraphs were deleted per the recommendation of PSBA. This allows a food service company to be reimbursed for guaranteed revenues they may have provided to the district if they did not meet their revenue targets in past years, and then exceed the revenue target in a current or future year.
- On page three of the policy, the district does not operate a Special Milk Program because it offers a complete breakfast and lunch program. A special milk program provides milk discounts to schools that do not have the facilities operate a breakfast or lunch program.

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

**Policy 616 Payment of Bills** – Administration provided an update on their work with policy 616. The Business Office believes procedures can be changed so that the bills are approved by the Board prior to being sent out. The Business Office is working with the IT department to design a new report that provides more detail on the bills for payment without adding a lot of extra pages to the board agenda. School building secretarial trainings have been conducted on how and where to add a new general description of the expense into our financial software.

It is anticipated that the district will be able to show the committee sample reports and revised policy language within the next couple of months.

**Commercial Assessment Appeals** – Administration provided an update on recent real estate assessment appeals on commercial property.

The district was successful in its review and hearing before Bucks County for two Warrington Township shopping centers. The first property will bring in an additional \$46,418 per year and

is located at the intersection of Rt. 611 and Street Road (Avalon Flooring, Eckerd Drug Store, First Penn Bank, Moe's). The second property will bring in an additional \$22,615 per year and is located at the intersection of Rt. 611 and Bristol Road (Dollar Store, Post office).

The district also had the successful appeal of The Park at Westminster apartment complex this past summer which will bring in over \$104,000 per year. These three appeals will bring in about \$173,000 per year in addition real estate revenue. It typically costs about \$7,000 to \$10,000 for a commercial appeal, most of that money going toward the formal appraisal that must be presented at the hearing. The new assessed values will be effective on July, 1 2014

The committee had several questions: What happened with the property where the district and the owner negotiated a settlement that the county assessment office rejected (The Park at Westminster)? The district took the matter to Bucks County Court of Common Pleas and was resolved as previously negotiated. A question was asked about how the appeals are determined? The district solicitor in conjunction with the appraisal firm look at tax records and sales data on a continuing basis.

#### ADJOURNMENT

The meeting adjourned at 7:50 p.m.

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



**MIDDLE BUCKS INSTITUTE OF TECHNOLOGY**  
***EXECUTIVE COUNCIL MINUTES***  
**January 13, 2014**

- I. The regular meeting of the MBIT Executive Council was convened on Monday, January 13, 2014, at 5:30 p.m. by Mr. John Gamble, Chairperson, in Room 101 at MBIT. The Executive Council rose to recite the Pledge of Allegiance to the flag. The following members were in attendance:

**Council Members**

Mr. Mark Byelich, Council Rock S.D.  
Dr. Bill Foster, Council Rock S.D.  
Mr. John Gamble, Central Bucks S.D.  
Mrs. Betty Huf, Centennial S.D.  
Mr. Charles Kleinschmidt, Centennial S.D.  
Mrs. Jane Schrader Lynch, Centennial S.D.  
Mr. R. Tyler Tomlinson, Central Bucks S.D. (Alternate)  
Mrs. Kelly Unger, Central Bucks S.D.

**Absent**

Mr. Joseph Jagelka, Central Bucks S.D.  
Representative for New Hope Solebury S.D.

**Others in Attendance:**

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

- II. The Executive Council members, Superintendent of Record, Solicitor, Administrative Director and Assistant Board Secretary introduced themselves.
- III. Guests at the meeting included Ms. Kati Driban, Centennial School District School Board Director, Mr. Mark B. Miller, Centennial School District School Board Director and Mrs. Pamela Swoyer, Worked Based Education Teacher and SkillsUSA Advisor. The following MBIT SkillsUSA Officers were in attendance: Devon DePhillips, Jaide Erney, Samantha Kuhns, Erin Munder, Nathan Reinheimer, Andrew Treon, Anthony Cinque, Maya Grasty, Gabrielle Leone, Shelby Parker, Daniel Pulyk, David Reilly, Gregory Rodriguez and Elizabeth Sutcliffe.

- IV. Mr. Gamble welcomed everyone and stated that his years here have been fantastic. He feels the reason things go so well is that although the Council members are from different school districts, they work for the best of Middle Bucks. The students achieve because of what happens in these doors and he asked the new members to please keep that up. He thanked the outgoing members and added that Mrs. Heenan did some fantastic work. He asked the members to give 100% and work together for the betterment of the students.
- V. Mr. Gamble noted that the Program, Policy and Personnel Committee acts as the Nomination Committee and he asked Mrs. Huf, Chairperson, to give the report.

Mrs. Huf announced that the Program, Policy and Personnel Committee acting as the Nomination Committee met on Tuesday, January 7, 2014 and submitted the following candidates for the 2014 Executive Council officers: Chairperson – Mrs. Betty Huf or Mr. Charles Kleinschmidt of Centennial School District and Vice-Chairperson – Dr. Bill Foster of Council Rock School District.

There was a discussion concerning the position of Secretary. It was decided that since New Hope Solebury is next in the rotation to hold the position of Secretary, this matter would be deferred until a Representative is appointed from the district. If the New Hope Solebury Representative is not interested in the position, the Council may nominate a member from another district for the position.

Mrs. Huf invited other nominations from the floor. Hearing none, Mrs. Schrader Lynch moved, Mrs. Unger seconded, passed unanimously, to close nominations.

Mr. Gamble noted two candidates are interested in the position of Chairperson and he asked each candidate to speak to the Council regarding why they would like the position. Mrs. Huf and Mr. Kleinschmidt spoke about their experiences and why they are interested in the position of Chairperson.

The results of a roll call vote to elect a Chairperson of the Executive Council for 2014 were: Mrs. Huf 3 votes, Mr. Kleinschmidt 4 votes, and 1 abstention (Mr. Byelich because he does not know either candidate). Neither candidate received the majority of affirmative votes required to make a selection, therefore, action on this matter was deferred to the next regular meeting of the Executive Council.

The motion to elect Dr. Bill Foster as the 2014 Vice-Chairperson of the Executive Council, passed unanimously by acclamation.

The motion to defer taking action on the 2014 Executive Council Secretary, passed unanimously by acclamation.

Dr. Foster assumed the chair. He complimented Mr. Gamble for his work as Chairperson.

- VI. Ms. Driban commented that she heard great things about the Open House from parents and community members; some who already have children here and some who are considering sending their children here. The perception is still that this is a "Vo Tech" and if they go here, they aren't going to college. Some of those parents have had their eyes opened about the percentages of our students here that do move on to higher education and go on for other degrees. She said it is very exciting to already hear that feedback only a week later. The perception is changing, but changing very slowly. She concluded that they did get the message when they came in to this building and she gave kudos to the students and staff that are sending that message.

Mr. Miller shared that his son also attended Middle Bucks. Last night, he was elected Deputy Chief of Warminster Ambulance Corps and he is a graduate of the Public Safety program here.

Mr. Gamble noted he was at the Open House along with Mr. Kleinschmidt, Mrs. Huf, Mrs. Schrader Lynch and Mr. Miller. He said it was a fantastic showing. There were a lot of happy people and really happy parents, which is really good. He thanked Mrs. Strouse and the staff for putting on a fantastic as usual Open House.

Dr. Foster said this was his first Open House and it was amazing. It was an extremely cold night and the parking lot was completely full, such that many people had to park near the school entrance and walk in. He got to see the teachers pitch their class to prospective students and this is something that most high school teachers don't have to do. One thing that distinguishes us from other institutions is that we have to convince people to want to take these programs. The teachers have to do that and they were doing a great job. He added that the pie was amazing.

- VII. Dr. Foster noted that January has proven to be a busy month at Middle Bucks. Last week, the school hosted its annual Open House. The programs and lab areas were busy with student demonstrations and information about the courses offered at Middle Bucks. The event was attended by several of our Executive Council members and everyone at Middle Bucks sure appreciates them coming out on such a cold night to support the school.

The Pennsylvania Builders Association will be on-site at Middle Bucks on January 15<sup>th</sup> to conduct a re-evaluation of our Carpentry, Electrical and HVAC programs. They will also conduct an initial evaluation of our Building Trades and Plumbing programs for consideration for accreditation. The PBA accreditation offers our students membership in the Pennsylvania Builders Association with the ability to post their resumes on the PBA website and a certificate of achievement endorsed by PBA upon successful completion of the NOCTI exam.

Middle Bucks will be hosting the PennDOT Route 263 Rebuilding Dedication Ceremony on January 24<sup>th</sup> at 2:30PM at the entrance of the school. The event is expected to be attended by 30 guests including PennDOT Secretary Barry Schoch, Congressman Fitzpatrick, State Reps O'Neill, Petri, Watson, State Senators Tomlinson & Greenleaf, and local Politicians of Warwick Township.

Finally, SkillsUSA District Competitions will take place the last week in January. We will be sending 53 students to compete in 49 events against students from eight other technical high schools. Competitions include: Architectural Drafting, Computer Maintenance, Crime Scene Investigation, Culinary Arts, Plumbing, Residential Wiring, Preschool Teaching Assistant, Welding and many more.

All in all it will be a busy month at Middle Bucks.

- VIII. Mrs. Huf moved, Mr. Gamble seconded, passed 5 ayes, 0 nays, and 3 abstentions (Mr. Byelich, Mrs. Schrader Lynch and Mr. Tomlinson were not present at the meeting) to approve the minutes of the November 11, 2013 meeting. Attachment 1 (pg. 1-1)

- IX. Routine Business:

A. Administrative Report

1. Mrs. Strouse stated we have the opportunity to hear firsthand from our SkillsUSA students who attended Fall Leadership in the Poconos last November about their journey to become tomorrow's leaders. Strong leadership is an essential component of every successful organization. Middle Bucks is fortunate to have so many young people willing to fulfill this responsibility by passionately involving themselves in our SkillsUSA organization. She introduced Mrs. Swoyer, facilitator of our SkillsUSA organization.

Mrs. Swoyer thanked the Council for allowing the SkillsUSA Officers to share in the meeting and see how parliamentary procedure works and how people are elected in the real world. She continued by saying that we had a really wonderful start to the school year and she has had the most wonderful students at Fall Leadership and have had the best conferences ever for two years in a row. Middle Bucks coordinates the conference for all of the technical schools in the tri county area and she has been the conference coordinator for the past three years. She added that Middle Bucks has won the School Spirit Award for the past two years because of the student's hard work and effort.

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

Dr. Foster congratulated the officers on their success. Mrs. Unger thanked the students for coming before them and said she loved having the opportunity to hear from all of them. On behalf of all the board members, she said they are so proud of them and thanked them for doing well.

2. Mrs. Strouse stated that public education is a more than just learning basic Math, Science and English. It's a platform for students to reach their potential. It inspires hope for new generations and a successful future. Middle Bucks Institute of Technology exists in part because of individuals who volunteer their time to make informed decisions about issues facing career and technical education. Every January we celebrate these every day heroes, our elected School Board members, who serve our students, our school and our community. School Directors volunteer an average of 20 hours a month to help run the schools in our community. They make difficult decisions for the betterment of our students. They vote on multi-million dollar budgets, they hire staff, select textbooks and review curriculum. These dedicated individuals reside in our community; they are our friends, neighbors, community leaders, parents and engaged senior citizens. Middle Bucks is grateful to the members of the Executive Council who believe in our school. In recognition of School Directors month, she thanked them on behalf of the staff and students at Middle Bucks Institute of Technology for being everyday heroes and making our student' success their priority. Mrs. Strouse presented each Executive Council member with a certificate.

Mrs. Strouse presented a plaque to Ms. Driban in recognition of her dedication and service as a member of the Executive Council.

- B. Mrs. Huf moved, Mrs. Unger seconded, passed 7 ayes, 0 nays, and 1 abstention (Mrs. Schrader Lynch due to insufficient knowledge regarding the item), to receive and file MBIT's update including activities/events, correspondence and related matters as per Attachment 2 (pg. 2-1)
- C. Committee Reports
  1. Mr. Klein, Superintendent and Chairperson of the Professional Advisory Council said there was nothing to add to the report. Attachment 3 (pg. 3-1)
  2. The Building, Security and Technology Committee meeting scheduled on Tuesday, January 7, 2014 at 4:30PM was cancelled. Attachment 4 (pg.4-1)
  3. Mrs. Betty Huf, Chairperson of the Program, Policy and Personnel Committee stated there was nothing to add to the report. Attachment 5 (pg. 5-1)
  4. The Finance Committee meeting scheduled on Tuesday, January 7, 2014 at 6:00 PM was cancelled. Attachment 6 (pg. 6-1)
  5. The Committee and Chair Assignments were deferred to the next regular meeting of the Executive Council. The existing committee members will continue to work on their assigned committees. Dr. Foster and Mr. Jagelka will serve as temporary Chairs on their respective committees, since the prior Chairs are no longer members of the Executive Council.

- D. Mrs. Huf moved, Mr. Gamble seconded, passed 7 ayes, 0 nays, and 1 abstention (Mrs. Schrader Lynch due to insufficient knowledge regarding the item), to approve the Cash Payments Report for November and December. Attachment 7 (pg. 7-1)
  - E. Mrs. Huf moved, Mrs. Unger seconded, passed 7 ayes, 0 nays, and 1 abstention (Mrs. Schrader Lynch due to insufficient knowledge regarding the item), to approve the Treasurer's Report for October and November. Attachment 8 (pg. 8-1)
- X. Current Agenda Items
- A. Personnel Items
    - 1. Mrs. Huf moved, Mrs. Unger seconded, passed unanimously, to ratify the qualifying leave of absence consistent with Policy #535.1 – Family and Medical Leave for Renee Elliott, Main Office Administrative Assistant/Attendance Officer, effective December 9, 2013.
    - 2. Mrs. Huf moved, Mrs. Unger seconded, passed unanimously, to ratify the employment of Louise Forliano as short-term substitute Main Office Administrative Assistant/Receptionist effective December 5, 2013 until the return of our staff member, with the duration of the assignment being no longer than January 17, 2014, at an hourly rate of \$16.00, with statutory benefits only.
    - 3. Mrs. Huf moved, Mrs. Unger seconded, passed unanimously, to approve the qualifying leave of absence consistent with Policy #435.1 – Family and Medical Leave for Sandra Fitzpatrick, Special Needs Coordinator, effective January 14, 2014.
    - 4. Mrs. Huf moved, Mrs. Unger seconded, passed unanimously, to approve the employment of the additional spring 2014 Adult Education Evening School staff. Attachment 9 (pg. 9-1)
    - 5. Mrs. Huf moved, Mrs. Unger seconded, passed unanimously, to approve the additions to the substitute staff listing for the 2013-14 school year. Attachment 10 (pg. 10-1)
  - B. Other Matters for Consideration
    - 1. Mrs. Huf moved, Mr. Gamble seconded, passed 7 ayes, 0 nays, and 1 abstention (Mrs. Schrader Lynch due to insufficient knowledge regarding the item), to approve the out of state professional development request. Attachment 11 (pg. 11-1)

2. Mrs. Huf moved, Mr. Gamble seconded, passed 7 ayes, 0 nays, and 1 abstention (Mrs. Schrader Lynch due to insufficient knowledge regarding the item), to receive and file the November 4, 2013 Middle Bucks Area Vocational Technical School Authority Minutes. Attachment 12 (pg. 12-1)
3. Mrs. Huf moved, Mr. Gamble seconded, passed 7 ayes, 0 nays, and 1 abstention (Mrs. Schrader Lynch due to insufficient knowledge regarding the item), to modify resolution 12 passed November 11, 2013 authorizing the Business Manager to execute 60 month FMV lease changing Canon 8400 to Canon 5255 with cost reduction from \$614 per month to \$579 per month.
4. Mrs. Huf moved, Mr. Gamble seconded, passed 7 ayes, 0 nays, and 1 abstention (Mrs. Schrader Lynch due to insufficient knowledge regarding the item), to approve the Memorandum of Understanding - Sheltering and Mass Care Facilities Agreement between Middle Bucks Institute of Technology and Central Bucks School District. Attachment 13 (pg. 13-1)
5. Mrs. Huf moved, Mr. Gamble seconded, passed 7 ayes, 0 nays, and 1 abstention (Mrs. Schrader Lynch due to insufficient knowledge regarding the item), to approve the Memorandum of Understanding - Sheltering and Mass Care Facilities Agreement between Middle Bucks Institute of Technology and Diamond Ridge Camp. Attachment 14 (pg. 14-1)
6. Mrs. Huf moved, Mr. Gamble seconded, passed 7 ayes, 0 nays, and 1 abstention (Mrs. Schrader Lynch due to insufficient knowledge regarding the item), to accept the PDE Equipment Grant, Project Number 122-146-4036 in the amount of \$37,750 and to use the Capital Reserve Fund as a 50 percent match for the purchase of the equipment listed in the grant. Attachment 15 (pg. 15-1)
7. Mrs. Huf moved, Mr. Gamble seconded, passed 7 ayes, 0 nays, and 1 abstention (Mrs. Schrader Lynch due to insufficient knowledge regarding the item), to authorize the Administration to advertise and solicit sealed bids for the following equipment in the PDE Equipment Grant, Project Number 122-146-4036: *Rational Self-Cooking Center, Structural Engineering Trainer, RED 35mm Digital Camera*. Attachment 20 (pg. 20-1)
8. Mrs. Huf moved, Mr. Gamble seconded, passed 7 ayes, 0 nays, and 1 abstention (Mrs. Schrader Lynch due to insufficient knowledge regarding the item), to accept the Keystone STARS Rising Stars Support Grant received by Li'l Bucks Partners in Learning; in the amount of \$10,700.00. The grant stipulates a portion of the grant money is to be awarded as bonuses to the teaching staff of Li'l Bucks Partners in Learning; therefore to award the following bonuses: Nicole Stymiest, Group Leader \$1805.00, Noelle Bush, Assistant Group Leader \$700.00 and Brittany Gibson, Assistant Group Leader \$700.00. Attachment 16 (pg. 16-1)

9. Mrs. Huf moved, Mr. Gamble seconded, passed 7 ayes, 0 nays, and 1 abstention (Mrs. Schrader Lynch due to insufficient knowledge regarding the item), to accept the grant from the Financial Literacy Fund of TruMark Financial of The Philadelphia Foundation, in the amount of \$5,500.00, to purchase textbooks, workbooks, computer software, math manipulatives, personal finance resources and anything related to money management and personal finance. Attachment 17 (pg. 17-1)
  10. Mrs. Huf moved, Mr. Gamble seconded, passed 7 ayes, 0 nays, and 1 abstention (Mrs. Schrader Lynch due to insufficient knowledge regarding the item), to approve budget transfers. Attachment 18 (pg. 18-1)
- XI. Mrs. Huf moved, Mr. Gamble seconded, passed unanimously, to adjourn the January 13, 2014 meeting of the MBIT Executive Council at 6:19 PM.

Respectfully submitted,

Roberta Jackiewicz  
Assistant Secretary