REGULAR SCHOOL BOARD MEETING CENTRAL BUCKS SCHOOL DISTRICT

The Central Bucks Board of School Directors held its meeting on Tuesday, May 27, 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 7:33 p.m., followed by the Pledge of Allegiance.

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

Geryl McMullin

ADMINISTRATORS PRESENT

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

ALSO PRESENT

Jeffrey Garton, Solicitor; Sharon Reiner, School Board Secretary

President Faulkner announced that the Board met in Executive Session prior to this meeting to discuss contract negotiations.

APPROVAL OF MINUTES

Motion by Stephen Corr, supported by James Duffy, to approve the minutes of the May 13, 2014 school board meeting.

Motion Approved 8-0.

PUBLIC COMMENT

Michele Dalzell, Sharon Collopy, Denise Evangelista, Julie McCormack, Kathleen Weintraub, Suzanne Safran, Sandy Hogenauer, Bill Hogenauer, Bailey Weinhold, Kimberly Weinhold, Jen Johnson, Helen Quimby, Kristy Swartz, Erica Flaherty, and Dennis McCormack spoke in favor of departmentalization in their schools and how successful it is for their children. They would like to see the evidence to support the ban and would like further discussion between all parties to occur so that this decision can be reversed and departmentalization can remain. Beth Darcy commented on the budget surplus and lack of detail left out of budget presentations. She also commented on being in favor of departmentalization and the success it has been. Loretta Jenkins commented on the past increase of facility use fees even though the district had a budget surplus and that the \$25 a day field use fee is twice as high as those in surrounding municipalities. The sports organizations are pleased that there is no increase for the upcoming year. Tom McCarey commented that budgets/audits should have more detail as to future total liability that the district has for the retirement system over the next twenty to thirty years so that community members are aware.

Mr. Tomlinson stated that many people have contacted him regarding departmentalization. He wanted to thank everyone for their comments and for being very respectful while stating their concerns.

Mr. Corr stated that he has spoken with principals about departmentalization. This topic has been discussed for years among the principals and Dr. Weitzel. This decision was not made hastily. Mr. Corr feels departmentalization should not have been a topic the Board needed to have input. This topic is within the Superintendent's realm of responsibility. The curriculum was not changed – if it was then the Board would have needed to take action. Mr. Corr commented on the recent budget article in the newspaper. German at the middle schools was not cancelled because of budgetary reasons but was cancelled due to low enrollment. All this was discussed publically and over a number of years. The budget process is discussed openingly at Finance Committee meetings and at Board meetings. Over the years Mr. Matyas has made presentations about the money needed for future expenses.

Dr. Weitzel commented on departmentalization. The decision to discontinue departmentalization for the 2014-2015 school year was made in the best interest of all elementary students. This was not a hastily made decision and has been discussed over many years. The curriculum is not changing; the delivery model is being altered. Dr. Weitzel did not discuss this topic with the Board, but has shared information with both the Board and parents with his beliefs. Dr. Weitzel did not speak with teachers in advance of his decision but has met with some teachers recently. Dr. Weitzel feels self-contained classrooms are best suited to meet the needs of the elementary students. Math students will continue to change classes in 5th and 6th grade. The district has excellent teachers and high scores in all of our schools. In recent articles that Dr. Weitzel has read and been sent departmentalization is on the rise in the country but is being done in schools where the test scores are not near the scores of students in our schools. Students in departmentalized situations change classes from five to eight times per day, depending on the number of teachers in a particular grade level. Changing classes so often results in lost instructional time and does not provide the type of elementary environment the district strives for. Elementary teachers and students will have a successful upcoming school year.

SUPERINTENDENT'S REPORT

Final 2014-2015 Budget Presentation Mr. Matyas provided a powerpoint on the 2014-2015 budget in the amount of \$301,538,508. This budget reflects an increase of \$10,854,526 over the 2013-2014 budget. Most of the budget increase is due to rising retirement contributions, contracted salaries and healthcare. The millage increase as of tonight is 1.06% which is an increase of \$52 for a typical homeowner with a home assessed at \$40,000. Since 2011 up until the present the tax millage has been the lowest it has been for a number of years. The district continues to look for ways to reduce expenses and enhance non tax revenues. In addition, the district will receive approximately \$290,000 in state gambling rebates that will reduce the real estate tax increase from \$52 to \$43 for the typical home owner or about a 0.9% increase. The district plan over the years has been to reduce long term principal and interest costs by paying down debt. By doing this the district will be able to absorb increased state pension costs and have minimal tax increases over the long term. The long term capital plan for the district shows a goal to accumulate \$50-60M over the next several years in order to initiate another round of debt payoff in response to retirement system costs that will almost double over the next six years. This budget will include some initiatives such as: return to full time librarians at the elementary schools; return 15 hours per week in Duty Assistant time to elementary schools; purchase musical instruments for grades K-12; more wireless network access in schools; expand teacher instructional technology; more teacher training opportunities, addition of 2 floating staff nurses;

and negotiate the teacher contract. Later this evening, Board members will be asked to adopt the 2014-2015 final budget in the amount of \$301,538,508; adopt the Resolution for the 2014-2015 Homestead and Farmstead real estate tax discount; and adopt the taxing Resolution for real estate, earned income, and electric utilities.

SCHOOL BOARD REPORTS

The Curriculum Committee, Finance Committee, Operations Committee, and MBIT Committee minutes were noted and are Attachment A for information purposes.

TREASURER'S REPORT AND SUMMARY OF FUND DISBURSEMENTS

Motion by Stephen Corr, supported by Joseph Jagelka, to approve the Treasurer's Report and Summary of Fund Disbursements for the month of April 2014.

General Fund – April 2014	\$17,349,137.58
Capital Fund (net voids)	306,051.56
Food Service (checks issued)	11,815.78
TOTAL ALL FUNDS	\$17,667,004.92

Motion Approved 8-0.

RATIFICATION OF INVESTMENTS

Motion by Stephen Corr, supported by Joseph Jagelka, to approve the Ratification of Investments for the month of April 2014.

		Ge	neral Fund			
Category	Purchase Date	Principal	Maturity Date	Rate	Yleld	Bank Name
PSDLAF	4/11/2014	\$245,000.00	4/13/2015	0.40%	\$985.37	GE Capital Retail Bank(UT)
Bank CD	4/26/2014	\$249,000.00	4/15/2015	0.40%	\$965,98	3rd Fed Bank
	TOTALS	\$494,000.00			\$1,951.35	•
		· т	rust Fund			
Healthca	re Reserve					
Category	Purchase Date	Principal	Maturity Date	Rate	Yield	Bank Name
PSDLAF	4/21/2014	\$245,000.00	4/21/2015	0.45%	\$1,102.50	Far East National Bank(CA)
	TOTALS	\$245,000.00			\$1,102,50	

Motion Approved 8-0,

2014-2015 BUDGET RESOLUTIONS

Motion by Stephen Corr, supported by Joseph Jagelka, to approve the Resolution to adopt the Final Budget for 2014-2015 in the amount of \$301,538,508. This Resolution is Attachment B.

Motion Approved 8-0.

Motion by Stephen Corr, supported by Joseph Jagelka, to approve the Resolution setting the homestead and farmstead real estate tax assessment reduction in the amount of \$1,613. This Resolution is Attachment C.

Motion Approved 8-0.

Motion by Stephen Corr, supported by Joseph Jagelka, to approve the tax levy Resolution with the real estate tax millage rate at 124.1 mills (a 1.06% increase), keeping the real estate transfer tax rate at 1%, keeping the earned income tax rate at 1%, and maintaining the electric utility real estate tax. This Resolution is Attachment D.

Motion Approved 8-0.

DESIGNATION OF DEPOSITORY BANKS FOR THE 2014-2015 SCHOOL YEAR Motion by Jerel Wohl, supported by James Duffy, to approve the Designated Depository Banks listing for the 2014-2015 school year.

			Special Rev. &		Bond Issues &	
	General	Food	Activity		Reserve	Tax
Name of Institute	Fund	Service	Accounts	Payroll	Acels.	Collectors
3rd Federal Savings & Loan	X		Х			
Bank of America	Х		Х			
Bank of New York/Mellon					Х	
Chase Manhattan/J.P. Morgan	Х					
Citibank	Х					
Cilizens Bank			Х			
First National Bank & Trust Company of Newtown			Х			
First Niagara Bank	Х		Х		Х	
Firstrust Bank	Х					
First Savings Bank of Perkasie			Х			
Fulton Bank	X		Х			
Halboro Savings & Loan	Χ					
Huntingdon Valley Federal Savings & Loan			Х			
Milestone Bank	Х					
Monument Bank	Х					
Multi-Bank Securities	Х					
National Penn	Х		Х			
PNC	X		Х			
Quakertown National Bank	Х			,		
Santander Bank	Х				Х	
Susquehanna Bank					Х	
TD Bank	Х	Х	Х	Χ	Х	×
Team Capital Bank	Х					
Univest			Х			
Wells Fargo Bank			Х		Х	
William Penn Bank	X					
Other member FDIC Commercial Banks and Savings and Loan Institutions in Accordance with Investment policy	х		х		х	
Pennsylvania School District Liquid Asset Fund recommended Commercial Banks and Savings & Loan Institutes	×				х	
Pennsylvania Local Government Investment Trust recommended Commercial Banks and Savings & Loan Institutes	x				4 11 11 11 11 11 11 11 11 11 11 11 11 11	
PA State Treasury	X		Х		$\frac{1}{x}$	

PDE RECEIPT APPROVAL

Motion by Jerel Wohl, supported by Stephen Corr, to approve receipt of PDE reimbursement for the partial debt defeasance of the 2011A and 2011C bond issues and place the reimbursement into the Technology Capital Fund.

Motion Approved 8-0.

FIVE YEAR LEASE WITH MR. STEPNOSKI

Motion by Stephen Corr, supported by Joseph Jagelka, to enter into an agreement with Mr. Aaron Stepnoski to lease district property for the cultivation of crops at a rate of \$50 per acre per year for a five year term. This Agreement is Attachment E.

Motion Approved 8-0.

CONSTRUCTION CONTRACTS AND SERVICE AGREEMENTS

Motion by Stephen Corr, supported by Kelly Unger, to award a contract to Craft Source, Inc. for general construction at Holicong Middle School in the amount of \$1,319,800.

Motion Approved 8-0.

Motion by Stephen Corr, supported by Kelly Unger, to award a contract to JBM Mechanical for plumbing construction at Holicong Middle School in the amount of \$198,000.

Motion Approved 8-0.

Motion by Stephen Corr, supported by Kelly Unger, to award a contract to JBM Mechanical for mechanical construction at Holicong Middle School in the amount of \$762,000.

Motion Approved 8-0.

Motion by Stephen Corr, supported by Kelly Unger, to award a contract to Bill Gillespie Electric for electrical construction at Holicong Middle School in the amount of \$1,885,700.

Motion Approved 8-0.

Motion by Stephen Corr, supported by Kelly Unger, to award a contract to Shade Environmental for asbestos abatement at Holicong Middle School in the amount of \$125,488.

Motion Approved 8-0.

Motion by Stephen Corr, supported by Joseph Jagelka, to reject the general construction bid for renovations at War Memorial Field.

Motion Approved 8-0.

Motion by Joseph Jagelka, supported by Stephen Corr, to award a contract to Ted Schiefer Contracting for concrete sidewalk and curb replacement at Barclay Elementary School, CB West, Butler Elementary School, and 20 Welden in the amount of \$148,750.

Motion Approved 8-0.

Motion by Jerel Wohl, supported by Stephen Corr, to award a contract to S&H Landscaping for asphalt paving at Mill Creek Elementary School in the amount of \$28,231.

Motion Approved 8-0.

Motion by James Duffy, supported by Kelly Unger, to award a contract to Custom Service Company for asphalt seal coating at Buckingham Elementary School, Tohickon Middle School, Unami Middle School, and CB South in the amount of \$88,981.

Motion Approved 8-0.

Motion by Stephen Corr, supported by Joseph Jagelka, to purchase two (2) maintenance vans from Faulkner Fleet Group (Co-Stars Contract #025-016) in the amount of \$25,188.81 per vehicle.

Motion Approved 8-0.

Motion by Stephen Corr, supported by Jerel Wohl, to purchase an international truck chassis from Del-Val International (Co-Stars Contract #025-0111) in the amount of \$72,740.

Motion Approved 8-0.

Motion by Stephen Corr, supported by Jerel Wohl, to purchase a truck body from Dejana Truck & Utility (Co-Stars Contract #025-057) in the amount of \$19,035.

Motion Approved 8-0.

Motion by Stephen Corr, supported by Kelly Unger, to award a contract to Security and Data Technologies (Co-Stars Contract #4400010526) for a PA System at CB West in the amount of \$130,000.

Motion Approved 8-0.

Motion by Stephen Corr, supported by Joseph Jagelka, to award a contract to Security and Data Technologies (Co-Stars Contract #4400010526) for a PA System at Cold Spring Elementary School in the amount of \$75,568.

Motion Approved 8-0.

Motion by Stephen Corr, supported by Joseph Jagelka, to approve the Facility Use Fee Schedule for the 2014-2015 school year. This Fee Schedule is Attachment F.

Motion Approved 8-0.

Motion by Jerel Wohl, supported by Stephen Corr, to approve a change order to Goshen Mechanical to replace an HVAC unit at CB East not to exceed \$115,240.

Motion Approved 8-0.

SCHOOL BOARD POLICIES FOR FIRST READING

Motion by Kelly Unger, supported by Stephen Corr, to table School Board Policy 103 – Nondiscrimination In School and Classroom Practices, School Board Policy 113.2 – Behavior Support, School Board Policy 202 – Admission of Students, School Board Policy 222 – Tobacco, School Board Policy 227 – Controlled Substances, School Board Policy 246 – Wellness, and School Board Policy 810.3 – Transportation – Video/Audio Recording so that the proposed policies can be posted on the CBSD website for public review.

Motion Approved 8-0.

SCHOOL BOARD TREASURER FOR THE 2014-2015 SCHOOL YEAR

Motion by Stephen Corr, supported by Kelly Unger, to elect Suzanne B. Vincent to serve as Treasurer with no additional compensation for the coming school year, and that it approve for payment from the General Fund the premium charge for her Fidelity Bond as prescribed in the School Code.

Motion Approved 8-0.

PERSONNEL ITEMS

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

RESIGNATIONS

Name:

Roxanne Boryschuk

Position:

Personal Care Assistant - Central Bucks High School - West

Effective:

May 23, 2014

Name:

Penny Howells

Position:

General Secretary - Educational Services Center

Effective:

May 23, 2014

Name:

Susan Walsh

Position:

Duty Assistant - Tohickon Middle School

Effective:

May 15, 2014

RETIREMENTS

Name:

Joseph Collier

Position:

Custodian - Central Bucks High School - East

Effective:

June 26, 2014

Name:

Jeanette Dechant

Position:

School Bus Driver – Transportation Department

Effective:

July 1, 2014

Name:

Norman Lamont

Position:

Custodian - Central Bucks High School - South

Effective:

June 4, 2014

Name:

Lois Landis

Position:

Transportation Assistant – Transportation Department

Effective:

June 20, 2014

POSITION ELIMINATED

Name:

Gail Bilsland

Position:

Personal Care Assistant - Central Bucks High School - West

Effective:

June 20, 2014

UNPAID LEAVES OF ABSENCE

Michelle Blair

Elementary teacher - Kutz Elementary School

August 26, 2014 - November 20, 2014

Michele Fillette

(.5) Elementary teacher – Buckingham Elementary School

August 26, 2014 until the end of the 2014-2015 school year

Glen Hearn

Custodian - Central Bucks High School - South

July 1, 2014 - September 2, 2014

Esther Hoffner

Special Education teacher - Central Bucks High School - West

October 13, 2014 - January 27, 2015

Mary Kate Kern

Special Education teacher - Tamanend Middle School

August 26, 2014 - January 27, 2015

Robin Lincow

(.5) Elementary teacher – Mill Creek Elementary School

August 26, 2014 until the end of the 2014-2015 school year

Amanda Lovell

(.5) Elementary teacher - Bridge Valley Elementary School

August 26, 2014 until the end of the 2014-2015 school year

Laura Low

Elementary teacher - Linden Elementary School

August 26, 2014 - January 27, 2015

Kristen Ryan

Special Education teacher - Tamanend Middle School

May 6, 2014 – August 25, 2014

Nicole Sheftic

(.5) Elementary teacher – Barclay Elementary School

August 26, 2014 until the end of the 2014-2015 school year

Sara Jones Yoder

Social Studies teacher - Central Bucks High School - East

August 26, 2014 - January 27, 2015

LONG-TERM PER DIEM SUBSTITUTE TEACHERS

Name:

William Anderson

Position:

Science teacher - Central Bucks High School - South

\$19.75 per hour

Effective:

May 30, 2014

Name:

Kristen Brown

Position:

Librarian - Buckingham Elementary School

\$19.75 per hour

Effective:

May 12, 2014

Name:

Justin Hall

Position:

Special Education teacher - Unami Middle School

\$19.75 per hour

Effective:

May 6, 2014

CLASSIFICATION CHANGES

Name

From

To

Effective Date

Jeffrey Lukens

Bus Mechanic A

C-Mechanic/Grounds

7/1/2014

Transportation

Facilities

\$28.06 Per Hour

\$27.48 Per Hour

COMMUNITY SCHOOL STAFF

Name

Position

Rate

Matthew Belli

Student Videographer

\$ 8.40/hour

Julie Kline

Assistant Aquatics Coordinator

\$17.92/hour

EDRs

Name

School/Position Scott Kleiman

EDR Units

Alexandra Haeusser

Lenape/Softball - Assistant 7th grade Lenape/Softball – Assistant 7th grade

3.5 3.5

Brad Finch

West/Boys Volleyball - Assistant

6

Motion Approved 8-0,

STUDENT ITEMS

SENIOR CLASSES FOR GRADUATION

Motion by Stephen Corr, supported by Jerel Wohl, to approve the Senior Classes for Graduation June 20, 2014. (East – 566 students, South – 649 students, West – 500 students). The Senior Classes for Graduation list is Attachment G.

Motion Approved 8-0.

TUITION STUDENT

Motion by Stephen Corr, supported by Jerel Wohl, to approve M.S. to attend North Montco Technical Career Center for the 2014-2015 school year.

Motion Approved 8-0.

FOREIGN EXCHANGE STUDENTS

Motion by Stephen Corr, supported by Jerel Wohl, to approve the placement of two Foreign Exchange Students at Central Bucks High School – East and South for the 2014-2015 school year.

Motion Approved 8-0.

STUDENT TRIPS

Motion by Stephen Corr, supported by Jerel Wohl, to approve the following student trips:

- CB South Boys Basketball team to travel to Lawrenceville, NJ on June 27-29, 2014
- CB South Boys Basketball team to travel to Reading, PA on July 18-20, 2014
- CB South Varsity and Junior Varsity Cheerleaders to travel to Honesdale, PA on August 22-25, 2014
- CB South Cheerleading Squad to travel to Orlando, FL on February 5-9, 2015

Motion Approved 8-0.

STAFF CONFERENCES/WORKSHOPS

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

	THOMOPO.		A Charles	
James Massey	5/23/14	2014 ARNA Conference	Bethlehem, PA	\$ 90
Michele McGroggan	6/23/14	PACA Conference	Lancaster, PA	\$148

Motion Approved 8-0.

Dr. Weitzel read a prepared statement on behalf of the Board regarding teacher negotiations. The current contract expires June 30, 2014. The district negotiator and union officials began talks in January 2014. Over the months district officials believed a settlement of the contract was close. At the May 13, 2014 meeting the union negotiators stated they would go on strike unless the district agreed to full step increases for all 4 years of the contract. The district four year salary proposal would be approximately 11.77%. CBEA's current salary proposal would be approximately 16.88%. The district is offering step movement in three of the four years plus increases to each cell each year. Dr. Weitzel wanted to alert families that if the union went on strike schools would not open in September because there would not be enough substitutes to hire to safely open schools. The district remains willing to negotiate.

There being no further business before the Board, motion by Stephen Corr, supported by Kelly Unger, to adjourn at 9:39 p.m.

Motion Approved 8-0.

Respectfully submitted,

Sparon & Reiner

Sharon L. Reiner Board Secretary

CENTRAL BUCKS SCHOOL DISTRICT Curriculum Committee Minutes April 9, 2014

MEMBERS PRESENT

OTHER BOARD MEMBERS AND ADMINISTRATORS PRESENT

John Gamble, Chairperson Gerri McMullin, Member Dr. David Weitzel Dr. Nancy Silvious

COMMITTEE MEMBERS ABSENT

Kelly Unger, Member Jerel Wohl, Member

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Curriculum Committee Minutes from March 12, 2014 were approved as presented.

Joe Jagelka

INFORMATION/DISCUSSION/ACTION ITEMS

Technology Survey Results and Proposed Educational Technology Plan—Dr. Weitzel shared a preview of the Educational Technology Plan which would be presented at the Board meeting on April 22, 2014.

ADJOURNMENT

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

CENTRAL BUCKS SCHOOL DISTRICT Finance Committee Minutes April 16, 2014

Committee Members Present

Other Board Members and Administrators Present

Jerel Wohl, Chairperson Jim Duffy, Member Joe Jagelka, Member Tyler Tombinson, Momb

Paul Faulkner
Geri McMullin

Tyler Tomlinson, Member

Dave Matyas, Business Administrator Susan Vincent. Director of Finance Dr. Dave Weitzel, Superintendent

Ken Rodemer, Assistant Director of Operations

Committee Members Absent

Tyler Tomlinson, Member

The Finance Committee meeting was called to order at 7:25 p.m. by Jerel Wohl, Chairperson

PUBLIC COMMENT

One member of the public was present. Beth Darcy commented on the usage of concession stands by parent groups.

APPROVAL OF MINUTES

The March 19, 2014 Finance Committee meeting minutes were accepted as presented.

INFORMATION/ DISCUSSION/ACTION ITEMS

Presentation on Healthy Hunger-Free Kids Act (HHFKA) ban on A La Carte Items Starting in 2014-15 – Craig Linn and Lindsay Sankovsky of Aramark presented a summary of the impact the HHFKA will have on district a la carte food sales at the high schools. A la carte food items will no longer be permitted to be sold in the National School Lunch Program starting in 2014-15. Looking at district statistics, approximately 80% of high school students who purchase breakfast or lunch, buy some type of a la carte item every day. Elimination of a la carte items will dramatically reduce the food choices high school students have every day.

If students lose many of the choices they currently have access to, there are concerns that the food service program may become unappealing as there will be a lack of variety for a captive set of high school students over the 184 day school year. There is also concern that limited food choices will impact the district's ability to expand wellness initiatives at all grade levels.

Student food based fund raisers that take part during the school day or within a half hour of the end of the school day must also be eliminated as they are considered competitive foods under the HHFKA.

Financially, the loss in revenues from eliminating a la carte items at the high schools would be \$300,000 per year at a minimum. This assumes there would be no loss in participation in the lunch program by high school students. Realistically, the loss per year would likely be in the \$400,000 to \$500,000 range. This level of lost revenue would make it difficult to pay for food service

related expenses such as equipment repair / replacement, utility expenses, and payment for lunch room aides and custodial services.

According to the USDA, the district has three options:

- 1. Keep the high schools on the National School Lunch Program (NSLP), lose food choices, and absorb the financial impact.
- Provide a la carte foods as free side menu items on Mondays then make them available for sale Tuesday through Friday. All the current a la carte options would be nearly impossible to incorporate into a Monday only menu and also comply with the HHFKA calorie limits.
- 3. Remove the high schools from the NSLP.
 - a. This provides access to meals that will meet or exceed HHFKA.
 - b. Provide students with a much greater variety of food choices.
 - c. Will minimize a financial loss.
 - d. Will provide the district with the resources to expand district wellness initiatives at all grade levels.
 - e. The district wellness policy would govern food choices at the high school.
 - i. The district would not serve soda (diet or regular) under this program.
 - ii. The district would not re-install deep fryers.
 - iii. Vending machines would still maintain only healthy snack choices.
 - iv. Future high school menus would maintain current menu selections along with adding more options to choose minimally processed food items.

The committee had lengthy discussions on the merits of each option and ran through scenarios of keeping the high schools on the NSLP to taking all the schools off the NSLP. There was discussion on the best way to communicate this complicated topic to parents and students.

The committee asked what would happen to students of families that qualify for free or reduced priced meals if the high schools no longer participated in the NSLP? Students who qualify would continue to receive free or reduced price meals. Revenues from lost state and federal subsidies could be recovered by increasing prices by 3.5% at some point in time. But, the school district would like to see if increased student participation in the future will offset any lost state or federal subsidies before discussing potential price increases. The bottom line is students who qualify for free or reduced price meals will not see any changes under a plan to remove the high schools from the National School Lunch Program.

Why is the change happening now? The US Congress directed the USDA to grant a waiver from the a la carte rule for a one year period. The USDA ruled in early April that it did not have the authority to grant a waiver causing the district to take action now rather than in 2014-15 during the normal food service Request For Proposal (RFP) cycle.

The committee directed administration to present this information to the Board at a meeting in May.

Aramark Food Service Contract Extension – Administration is recommending a contract extension with Aramark. 2014-15 would be the district's fifth year with Aramark. The Aramark guarantee would remain at \$722,000 per year.

There is also a very good possibility that the district will need to complete a full Request For Proposal (RFP) for food services over the next two months due to the new US Department of Agriculture (USDA) regulations on a la carte food items. Eliminating a la carte choices from the

high schools would have a major impact on the meal choices high school students have every day and the food service revenue stream. In the best case scenario where there is no loss of student participation, it is estimated that food service revenues would decline by at least \$300,000 per year at the high school level. It is very likely that revenues would decline by \$400,000 to \$500,000 per year because student participation will very likely decline. This would create a material change in the existing contract requiring a completely new RFP process according to the Pennsylvania Department of Education (PDE).

As of April, PDE still feels there may be a one-year delay in implementation of the new a la carte rules. But as the end of the school year gets closer, the chances that the USDA will implement a delay are reduced.

The committee asked if the contract extension was perfunctory given the likelihood of completing a food service RFP process? Administration agreed that a contract extension with Aramark for year 5 may not be implemented, but it will keep the district in compliance with PDE and USDA as the district completes a full RFP process.

The committee recommended this item be placed on the Board agenda for consideration

Food Service Pricing for 2014-15 – Administration is proposing a pricing increases for 2014-15. The proposed meal prices will bring the district into compliance with the Healthy Hunger-Free Kids Act (HHFKA) requirements.

		Proposed 2014-	Meets Federal
Proposed 2014-15 Pricing		15	Targets for
	Current Prices	Prices	2014-15
Elementary Pald Breakfast	\$1.55	\$1.65	Yes
Middle Paid Breakfast	\$2.05	\$2.1 5	Yes
High School Paid Breakfast	\$2.30	\$2.30	Yes
Elementary Paid Lunch	\$2.45	\$2,55	Yes
Middle Pald Lunch	\$2.80	\$2,90	Yes
Middle Premium Lunch	\$3.30	\$3.40	Yes
High School Paid Lunch	\$2.80	\$2.90	Yes
High School Tier 2 Lunch	\$3.30	. \$3.40	Yes
High School Tier 3 Lunch (minimally processed)	new for 2014-15	\$4.25	Yes

The committee asked the purpose behind the mandated price increase? The HHKA requires the average school district lunch prices to be at or above the current levels of state/federal reimbursement for students who receive free meals. This is an effort to make sure free meal subsidies are not use to help reduce the cost of full paid meals. The USDA also recognizes that food products are more expensive under the new HHKA regulations. Since the district food prices would be compliant with the HHFKA in 2014-15, can the district stop increasing prices? The district must evaluate food prices each year using a USDA provided flow chart to calculate if district meal prices conform to program requirements each year.

The committee recommended this item be placed on the Board agenda for consideration

2014-15 Budget Update – For 2013-14 earned income taxes are growing by about 10% compared to 2012-13. Administration believes that is because Keystone collection is becoming more efficient and partnering with the state department of revenue to find people who might not have filed local tax returns in the past. The growth is too much to attribute to wage growth or a reduction in the unemployment rate. The projected actual for 2013-14 is increasing by about \$2M over 2012-13 collections. Hopefully that trend continues moving forward. Administration would like to see another year of revenue to help confirm if a pattern of greater collection might be forming. Local revenue estimates tend to be conservative as they can vary with economic activity especially the real estate market.

Looking at budgeted state revenues, the district is using the Governor's projections from his February budget briefing. For Central Bucks, the governor is proposing to increase basic subsidies by about \$50,000, special education by \$79,000, and increasing the Ready to Learn / Accountability Block Grant by \$1.1M. The retirement expense reimbursement is projected to increase by \$3.9M because district retirement expenses are increasing by over 25% for 2014-15.

In federal revenues, projections are for a reduction of about 10.5 percent. During 2013-14 it was anticipated that federal revenues would drop by 20% due to sequestration cuts. Due to fiscal year timing, part of the sequestration cuts occurred in 2013-14 with the remaining reductions likely to occur in 2014-15.

Expenses are increasing by 3.73% over the 2013-14 projected actual expenses lead by increases in retirement and health care expenses. Total expenses for 2014-15 are budgeted to be \$301,538,508. Revenues are projected to be \$2,213,360 below expenses. Administration is recommending a 1.06% increase in the real estate tax millage rate which equates to a 1.3 mill increase or about a \$52 tax increase for the typical Central Bucks home owner. This continues the trend for the past four year of low or no tax increases.

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2008-09	5.6	4.6	Actual	
2009-10	5.4	4.3	Actual	
2010-11	4.7	4.4	Actual	
2011-12	3.2	1.6	Actual	
2012-13	3.6	2.0	Attual	
2013-14	3.4	0.0	Actual	
2014-15	4.9	1.3	Proposed	

The committee expressed some concern with budgeting the full amount of the governor's proposed revenue increases as state revenues are trending behind the Governor's estimates. Administration recognizes this may be an issue and that state subsidies may be reduced by the legislature prior to the June 30th deadline for state budget adoption. Hopefully local revenues will continue to improve during 2014-15 and offset any losses that might be felt by state revenue reductions.

The committee recommended the budget process continue with a presentation at the next school board meeting.

School Bus Purchases – The district solicited bids for 9 77-passenger buses, 1 48-passenger bus with a wheel chair lift, and 1 9-passenger van. Wolfington / International had the low bid on the 77 and 48 passenger buses with Fisher Chevrolet in Reading Pennsylvania having the low bid on the 9 passenger van.

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The committee asked why the recommendation was to purchase buses off the lot instead of waiting for factory delivery? The transportation managers would like to have 5 new and hopefully more reliable buses as soon as possible to use for spring field trips that transport students to areas outside the district. These buses are \$240 more expensive than the factory ordered buses because they have V8 diesel engines as opposed to V6 turbo diesels. The minimal price difference is outweighed by the benefit achieved with quick delivery for use in this school year. It was also recommended to add storage compartments to 4 buses ordered from the factory to facilitate transportation of band and sports equipment to events.

A question was asked if the wheel chair bus included air conditioning? It includes air conditioning as a part of the base specifications since many special needs students with health conditions require air conditioning when transported during the summer extended school year program. The bus was also ordered with a white roof to help keep the bus cool.

The committee recommended that this item be placed on the school board agenda for consideration.

One Year Contract With Asset Control Solutions - An updated asset inventory will help Central Bucks manage fixed assets more efficiently. It will provide data to adequately insure our assets, providing proof of loss if engaged in an insurance claim, help with fiscal planning for replacement of assets, and reduce the risk of theft.

Central Bucks also recognizes the need to implement required accounting and financial reporting standards mandated by the Governmental Accounting Standards Board (GASB) and PDE. Both GASB 34 and PDE require the district to properly record and classify capital assets and to depreciate them over their recognized useful lives. Our local auditors rely on the information provided in our fixed asset schedules to adequately report assets on our financial statements and footnotes.

The last update to Central Bucks' asset inventory was performed about 10 year ago by Maximus, Inc. We have obtained 3 proposals for an update to our fixed asset inventory. It is therefore recommended that we move forward with the selection of the low cost proposal to perform an asset re-evaluation.

A question was asked if there was any concern with the discrepancy between the lowest price and the other two quotations? Given the equal scope of work provided by all three companies and their references from other school districts, administration is confident in the ability of the lowest priced company to perform the work needed.

Request for Proposal Responders were:

Asset Control Solutions Inc. \$37,000 American Appraisal \$59,850 Asset Works (Maximus) \$64,995

The administration is recommending approval of a one-year contract with Asset Control Solutions.

Supply Bid Results - The committee reviewed bid results for the following categories

 General Teaching
 \$117,534.48

 General Art
 \$80,507.77

 Secondary Art
 \$39,191.90

 Physical Education
 \$17,529.94

 Science
 \$29,227.52

 Technical Education
 \$14,210.28

 Team Sports
 \$67,977.56

In addition, a purchase order was placed in February for uniforms for CB South. This order was placed to take advantage of an Early Buy Discount. Uniforms were ordered for Football, Boys & Girls Basketball and Boys & Girls Soccer. The order total was \$30,719.00. This order was placed

under a Commonwealth of Pennsylvania CoStars Cooperative Purchasing Bid Agreement. The uniforms were equal in cost to current bids and the district received the soccer uniforms for free.

The committee asked if all supply bids were for typical items purchased each year? The items bid and recommended for purchase are indeed typical yearly purchases.

The committee recommended this item will be placed on the Board agenda for consideration.

Audit Engagement approval - The School Code requires that a district conduct an annual audit of their financial statements by a firm of independent Certified Public Accounts. The audit is conducted in accordance with generally accepted auditing standards in the United States of America. An Independent Audit Report is provided that includes an introduction, a statement of scope and an opinion.

Central Bucks entered into a five year audit agreement with Maillie, LLP to perform the district's annual audit beginning with the 2007-2008 Fiscal Year. The audit engagement proposal is now provided on a year to year basis. The audit proposal for the 2013-14 Fiscal Year covers the same scope as prior year audits at a cost of \$35,000.00, which is slightly lower than prior year cost of \$37,500.00.

Included in the annual school district audit is a review of the local tax collector reports and reconciliations which provide an overall assurance of proper reporting of tax collections and remittance of tax revenues to the district. In addition to this review it is prudent to periodically audit individual tax collectors to ensure proper collection procedures and processes are being followed. It has been several years since an individual tax collector for the district has been audited so it is recommended that an audit be conducted of two tax collectors for the 13-14 school year to confirm compliance with required processes and reporting. A proposal from Maillie, LLP will provide their services at a cost not to exceed \$1,500 per tax collector audit.

The committee asked what are the benefits of a tax collector audit? The district would receive a management letter review that analyzes the tax collector process to make sure proper accounting and reconciling procedures are in place, are being followed, and timely deposits are made into district accounts. The committee asked if the new tax collectors would be audited? The recommendation is to audit tax collectors who have been in office for a while and have procedures and historical records in place for review.

The committee recommended that this be placed on the school board agenda for consideration.

ADJOURNMENT

The meeting adjourned at 9:05 p.m.

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

CENTRAL BUCKS SCHOOL DISTRICT

Operations Committee Minutes April 16, 2014

Committee Members Present

Other Board Members and Administrators Present

Joe Jagelka, Chair

Jerel Wohl
Paul Faulkner

Steve Corr Tyler Tomlinson

Jim Duffy, Member Geri McMullin, Member

Dr. Dave Weitzel

Ken Rodemer

Scott Kennedy, Director of Operations

Dave Matyas

Sue Vincent

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

PUBLIC COMMENT

APPROVAL OF MINUTES

The March 19, 2014 Operations Committee minutes were accepted as presented.

INFORMATION/DISCUSSION/ACTION ITEMS

Ken Rodemer distributed the Operations Report.

Scott Kennedy and Ken Rodemer gave an update on the Holicong MS renovations bid results. There was only (1) Electrical Construction bid received and the submitted bid was significantly over budget. The remaining (4) prime contracts had several bidders and the bids were under budget. We are recommending rejection of the one electrical bid and rebidding in early May. We will hold the remaining bids until we receive the new electrical bids. The committee agreed to reject the electrical bid, hold the remaining bids, and re-bid the electrical prime contract.

Scott Kennedy and Ken Rodemer gave an update on the Unami roofing bid results. The results were under budget. The committee agreed with the bid results.

Scott Kennedy and Ken Rodemer gave an update on the Pine Run security doors bid results. The results were under budget. The committee agreed with the bid results.

Scott Kennedy and Ken Rodemer gave an update on the Linden stage bid results. The results were under budget. The committee agreed with the bid results.

Scott Kennedy presented a proposal to replace the stage floor at Gayman ES. Proposal is from a Keystone Purchasing network contractor. The committee agreed with the recommendation.

Scott Kennedy presented the bid results for trash and recycling services. These results are under our current contract cost and the contractor has provided reliable service for the previous five years.

Scott Kennedy reviewed our participation in the annual demand response programs. A decision needs to be made for 2014 concerning the level of commitment we can commit to shedding. The annual demand response program can occur between June 1st and September 30th of each year. Our Curtailment Services Provider (Comverge) confirmed that we can "black out" certain dates in June and

September that we would not be able to participate (i.e. final exams, graduation, etc.). We would be expected to participate for the remaining dates. There are no additional financial penalties for failing to meet our commitment other than a reduction in our revenue. The committee directed Scott Kennedy to sign up for the 5.8 MW load commitment.

Scott Kennedy presented a request from Chalfont Borough to use Unami MS for its "Chalfont Day" which would include fireworks. All of the necessary insurance requirements would be met along with a safety plan coordinated by the local Fire Marshall. The committee agreed to support the event.

The committee discussed how to approach the Townships to add an SRO at CB West and CB East. The committee suggested that we invite Buckingham Township and Doylestown Borough to observe and speak with the SRO at CB South.

Scott Kennedy reviewed the bidding/award schedule for May.

Steve Corr and Paul Faulkner mentioned that they met with State Senator McIlhenny about obtaining grants to convert our bus fleet to compressed natural gas (CNG).

ADJOURNMENT

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

MIDDLE BUCKS INSTITUTE OF TECHNOLOGY EXECUTIVE COUNCIL MINUTES April 14, 2014

I. The regular meeting of the MBIT Executive Council was convened on Monday, April 14, 2014, at 5:30 p.m. by Mr. Charles Kleinschmidt, Chairperson, in Room 101 at MBIT. The Executive Council rose to recite the Pledge of Allegiance to the flag. The following members were in attendance:

Council Members

Mr. Mark Byelich, Council Rock S.D. (Arrived 6:02 p.m.)

Dr. Bill Foster, Council Rock S.D.

Mrs. Betty Huf, Centennial S.D.

Mr. Joseph Jagelka, Central Bucks S.D.

Mr. Charles Kleinschmidt, Centennial S.D.

Mrs. Tracy Keyes, New Hope Solebury S.D. (Alternate)

Absent

Mrs. Susan Atkinson, New Hope Solebury S.D.

Mr. John Gamble, Central Bucks S.D.

Mrs. Jane Schrader Lynch, Centennial S.D.

Mrs. Kelly Unger, Central Bucks 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. Guests at the meeting included Dr. Joyce Mundy, Superintendent, Centennial School District, Mr. Bradley Rosenau, Commercial Art Teacher/MBEA President and Mr. Gregory Smith, Practical Environmental Landscaping Teacher. The following MBIT students were in attendance: Adam McCloskey and Daniel Reynolds.
- III. The Guests and Administrators introduced themselves.
- IV. Mr. Kleinschmidt noted that Middle Bucks Institute of Technology has received notification that our Comprehensive Plan has been accepted by the Pennsylvania Department of Education for implementation during the July 1, 2014 to June 30, 2017 cycle. He extended a thank you to Mr. Joseph Jagelka for representing the Executive Council as a member of the Comprehensive Planning Steering Committee.

Mr. Kleinschmidt announced that our Multimedia students were selected as finalists in a national 10-Day Film Challenge and traveled to Philadelphia last week for a viewing of all of the finalist films. Our Multimedia students placed in six out of nine areas of competition including first place for best audio and best cinematography and second place for best overall film. They are now awaiting an invitation to attend this summer's New York Independent Film Festival.

Mr. Kleinschmidt added that we will be sending five HOSA students to Orlando, Florida in June to compete at the national level in four competitions including EMT, Prepared Speech, Epidemiology and Human Growth and Development. One of our Health Science students was elected as a state officer, so she will be attending the national conference as well to represent the state of Pennsylvania.

We will also be sending nine students who earned gold medals at SkillsUSA last Friday to Kansas City, Missouri in June to compete in Nationals in Crime Scene Investigation, Career Pathway Showcase, Job Interview, and Web Design.

Next month we will have the opportunity to meet and congratulate our competition winners in person when they attend our May Executive Council meeting. Mr. Kleinschmidt congratulated all the students.

- V. Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously to approve the minutes of the March 10, 2014 meeting. Attachment 1 (pg. 1-1)
- VI. Mrs. Huf wished all of the students in the competitions the best of everything and said they speak well for MBIT. She is excited for them and anxious to hear the results.

VII. Routine Business:

A. Administrative Report

1. Mrs. Strouse introduced Mr. Gregory Smith, Practical Environmental Landscaping Teacher and students Adam McCloskey and Daniel Reynolds.

Mr. Smith and his students gave an overview of their program history, curriculum, skills they learn, industry certifications students can earn, hands-on activities, the greenhouse and changes and improvements they would like to make to the greenhouse next fall. They also shared information about the student operated nursery. The students will be selling organic vegetable and herb plants, annuals and hanging baskets to the public beginning on May 12 from 8 AM to 2 PM Monday through Friday.

Discussion included that the greenhouse polycarbonate will be installed next fall and there are 26 students currently enrolled in the program. Mr. Smith noted that of the students who graduated last year and attended his program, 100% were employed or went on to post-secondary education. He also said that currently four seniors and juniors are on co-op, with another one starting next week, and there were two more calls with employment offers.

B. Mrs. Huf moved, Dr. Foster seconded, <u>passed</u> unanimously 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 minutes. Attachment 3 (pg. 3-1)
- 2. Mr. Jagelka, Chairperson of the Building, Security and Technology Committee did not have anything to add to the minutes. Attachment 4 (pg.4-1)
- 3. Mrs. Huf, Chairperson of the Program, Policy and Personnel Committee meeting said everything is in the attachment and some of the items are being voted on tonight. Attachment 5 (pg. 5-1)
- 4. Mr. Kleinschmidt said he attended the Finance Committee meeting. The meeting was rescheduled in order to get the most attendance. It went well and was well attended. He said that Mr. Vining clarified concerns regarding the finances and fine-tuned the numbers a little bit and moved the increase from 2.1% to 1.9%. Mr. Kleinschmidt thanked Mr. Vining for his work. Attachment 6 (pg. 6-1)
- D. Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously, to approve the Cash Payments Report for March. Attachment 7 (pg. 7-1)
- E. Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously, to approve the Treasurer's Report for February. Attachment 8 (pg. 8-1)

The Executive Council held an Executive Session at 5:50 PM for approximately 10 minutes to discuss a confidential student matter.

X. Current Agenda Items

A. Personnel Items

- Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously, to ratify the qualifying leave of absence consistent with Policy #435.1 – Family and Medical Leave for Jeffrey Muschlitz, HVAC/Plumbing Technology Teacher, effective March 31, 2014.
- 2. Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously, to ratify the employment of Deborah Schwartz as Instructional Assistant, at an hourly rate of \$14.50/hour, with benefits, effective April 7, 2014.
- 3. Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously, to approve the employment of Jessica Capps, student in the Early Childhood Care and Education Program, to work in a co-op position as a Substitute Aide when needed, for Li'l Bucks Partners in Learning, at a rate of \$8.00/hour, effective April 14, 2014.

- 4. Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously, to approve the temporary employment of Dorothy Carr, as part-time substitute Instructional Assistant, at a rate of \$14.50/hour, with statutory benefits only, effective April 15, 2014 through June 18, 2014.
- 5. Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously, to approve the qualifying leave of absence consistent with Policy #435.1 Family and Medical Leave for Michael McCombe, Culinary Arts Teacher, effective May 14, 2014.
- 6. Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously, to approve the appointment of John Gamble as the Executive Council Representative to the 2014 Local Advisory Council (LAC).
- 7. Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously, to approve the additions to the substitute staff listing for the 2013-14 school year. Attachment 9 (pg. 9-1)
- 8. Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously, to approve the employment of Patrick Maranuk as short-term substitute teacher in the Culinary Arts program, at a daily rate of \$266.00, with statutory benefits only, effective May 12, 2014 until the return of the staff member, with the duration of the assignment being no longer than June 13, 2014.

Mrs. Strouse explained we are hiring a short-term substitute for a staff member's leave of absence. He has a four year degree from the Restaurant School Walnut Hill College. He was referred to us by one of her colleagues and interviewed for an Instructional Assistant position. We asked him if he would like to interview for the short-term substitute position. He has held two long term substitute positions at two other career and technical schools and also taught adjudicated youth through a program in the Pocono area for a year.

9. Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously, to deny the out of district student NB admission at this time.

B. Policies

 Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously, to remove from the table for consideration to accept for adoption revised Board Policy No. 815, Acceptable Use of Electronic Resources, in the Operations Section. Attachment 10 (pg. 10-1)

Mr. Byelich arrived at 6:02 p.m.

Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously, to adopt revised Board Policy No. 815, Acceptable Use of Electronic Resources, in the Operations Section. Attachment 10 (pg. 10-1)

Discussion included that the blue text is the new material in the policy. Mrs. Strouse noted that we are adding language to address students who wanted to use their own technology in the classroom. It was asked if this text came from the Pennsylvania School Boards Association (PSBA) verbatim or if we wrote it. Mrs. Strouse explained that she usually pulls a number of different policies, reads through them and creates policy based on our needs. She sends it to the Solicitor to review, to the Superintendents and then to the Executive Council.

C. Other Matters for Consideration

 Mr. Jagelka moved, Mr. Byelich seconded, <u>passed</u> unanimously, to remove from the table for consideration the motion to approve the proposed Middle Bucks Institute of Technology 2014-2015 General Fund Budget. (Enclosure)

Dr. Foster moved, Mrs. Huf seconded, <u>passed</u> on a roll call vote of 5 ayes, 1 nay (Mr. Byelich), and no abstentions, to approve the proposed Middle Bucks Institute of Technology 2014-2015 General Fund Budget. (Enclosure)

2. Mr. Jagelka moved, Mr. Byelich seconded, <u>passed</u> unanimously, to remove from the table for consideration the motion to approve the proposed Middle Bucks Institute of Technology various non-major fund budgets for 2014-2015 (Enclosure)

Dr. Foster moved, Mrs. Huf seconded, <u>passed</u> on a roll call vote of 5 ayes, 1 nay (Mr. Byelich), and no abstentions, to approve the proposed Middle Bucks Institute of Technology various non-major fund budgets for 2014-2015 (Enclosure)

Discussion on items 1 and 2 included that this budget includes a 2% increase in payroll as opposed to the 3% that was originally discussed, this is not a final approval of the 2% and there needs to be enough wiggle room in the budget to be able to make adjustments. Dr. Foster commented that he thinks that public education pensions, through no fault of anyone in the room, are in a crisis and we're having to dig deep to deal with that and personally during that time of escalating pension payments, he would rather all of these things be as flat as possible until we work our way through it in the next three years. He is fine with it being put in the budget at this time. Mr. Jagelka said that the budget amount is really based on what is projected with the unknowns in place also. What he doesn't want to see happen is that we set the budget and take out some variables that should be factored in, knowing that the money is swept back into the districts in a year. If we don't need it, it goes back to the districts anyway, so there is really no harm in having the number in there per se. He continued that particularly with the size of the budget, 53% is coming out of Central Bucks and we are okay with it being at 3%, that wasn't an issue for us and we want to make sure we aren't harming it here by reining it in too much. Mr. Byelich stated that he had a lot comments at the Finance Committee meeting about even the 2% number, because he feels the same

way as Dr. Foster. He said we are working so hard at our home districts to reign in those costs, he is more comfortable at the 1% level and because of that he won't be voting to approve the budget. He said he doesn't have the luxury of having the experience to see that the budgeted amount actually won't be spent. He did look at the expenditures from last year and again, it isn't a comfort zone that he has. The teachers come in at .75 and the polling, with the exception of Centennial, seems to be that is about where the Administrators are.

3. Mrs. Huf moved, Mr. Jageika seconded, <u>passed</u> unanimously, to approve planning for the implementation of a new High Priority Occupations program, CIP 51.9999 Sports Therapy and Exercise Management, for the 2015/2016 school year.

Mrs. Strouse explained the planning process. The first thing we would do is recruit an Occupational Advisory Committee, which would consist of people in our community that are working in that capacity, such as physical therapists, occupational therapists, physical therapy assistants and sports fitness trainers. They would meet next fall and discuss in detail about how the curriculum, which is developed by the Department of Education, would be weighted and what equipment we would need. They would look at the room size, how to lay out the space and what things you would need to start the program. Once we have a more detailed proposal, we would present that to the board in October or November. The board would need to decide if we want to move forward with the program. If we do, we have to put together an application and file it with the Department of Education to have the program approved and then we would go out and recruit for a teacher. We would want to try to have a teacher in place by January, so that when it's time for marketing the school and enrolling for the upcoming school year, you have that person on board to start talking about that program with the intent of bringing in students for that following September.

It was asked if the availability of people with teaching certificates in that expertise is factored in. Mrs. Strouse said they don't need to have the teaching certificate at this point; they have to have 5 years of experience in their industry and would have to be agreeable to go back to college for the teaching certificate. It was also asked if it is hard to find people that are willing to undertake the journey to get the teaching certificate. Mrs. Strouse noted that we have never run in to that problem and usually there is someone who has been training on the side or doing a little bit here and there and wants to move in that direction.

- 4. Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously, to approve the revised 2013-2014 Li'l Bucks Partners in Learning calendar. Attachment 11 (pg. 11-1)
- 5. Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously, to approve the 2014-2015 school calendar. Attachment 12 (pg. 12-1)

- 6. Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously, to approve the Articulation Agreement with Hussian School of Art Commercial Art. Attachment 13 (pg. 13-1)
- 7. Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously, to ratify additional field trip(s) for the 2013/14 school year. Attachment 14 (pg. 14-1)
- 8. Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously, to approve a summer school consortium at Middle Bucks Institute of Technology in July, 2014. Attachment 15 (pg. 15-1)
- 9. Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously, ratifying the execution of an agreement with Windstream Communications for local, IntraLATA and long-distance telephone service at estimated pre E-Rate discount cost of \$506.10 monthly for the period from July 1, 2014 to June 30, 2017. Attachment 16 (pg. 16-1)
- 10. Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously, ratifying the execution of an agreement with Sprint for cellular and push-to-talk service at estimated pre B-Rate discount cost of \$623.07monthly for the period from July 1, 2014 to June 30, 2016. Attachment 17 (pg. 17-1)
- 11. Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously, to approve budget transfers. Attachment 18 (pg. 18-1)
- XI. Mrs. Huf moved, Mr. Jagelka seconded, <u>passed</u> unanimously, to adjourn the April 14, 2014 meeting of the MBIT Executive Council at 6:13 PM.

Respectfully submitted,

Roberta Jackiewicz Assistant Secretary

CENTRAL BUCKS SCHOOL DISTRICT

Final Budget for General Fund Approval Resolution

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

The proposed Final Budget of the School District for the 2014-2015 fiscal year on form PDE-2028 as presented to the School Board is adopted as a Final Budget for the School District General Fund in the amount of \$301,538,508.

CENTRAL BUCKS SCHOOL DISTRICT

2014-15 Homestead and Farmstead Exclusion Resolution

RESOLVED, by the Board of School Directors of Central Bucks School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning <u>July 1, 2014</u> under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

- 1. Aggregate amount available for homestead and farmstead real estate tax reduction. The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2014:
- a. Gambling tax funds. The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$4,728,031.
- b. <u>Prior year under-distribution of property tax reduction funds</u>. Funds are available for property tax reduction as a result of an undistributed amount remaining from property tax reduction funds PDE paid to the School District in the 2013-2014 school year. This amount from the prior year will add to the property tax reduction allocation for this school year the amount of \$30,970.
- c. <u>Prior year over-distribution of property tax reduction funds</u>. During the 2013-2014 school year, the School District provided aggregate property tax reductions beyond the amount PDE paid to the School District for this purpose. This excess reduction from the prior year will result in deduction from the property tax reduction allocation for this school year in the amount of \$0.00.
- d. <u>Philadelphia tax credit reimbursement funds</u>. PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of <u>\$1,298,183</u>.

[Act 1 requires PDE to notify the School District of this amount by May 1.]

- e. Aggregate amount available. Adding these amounts, the aggregate amount available during the school year for real estate tax reduction is \$6,057,184.
- 2. <u>Homestead/farmstead numbers</u>. Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:
- a. <u>Homestead property number</u>. The number of approved homesteads within the School District is 30,118.
- b. <u>Farmstead property number</u>. The number of approved farmsteads within the School District is 127.

c. <u>Homestead/farmstead combined number</u>. Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 30,245.

[The County Assessment Office is obligated to provide these numbers and a tax duplicate to the School District by May 1.]

- 3. Real estate tax reduction calculation. The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the paragraph 1(e) aggregate amount available during the school year for real estate tax reduction of \$6.057.184 by the paragraph 2(c) aggregate number of approved homesteads and approved farmsteads of 30.245, the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$200.27.
- 4. <u>Homestead exclusion calculation</u>. Dividing the paragraph 3 maximum real estate tax reduction amount of \$200.27 by the School District real estate tax rate of 124.1 mills (.1241), the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is \$1.613, (rounded down to the nearest dollar per Act 1) and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is \$1.613.
- Homestead/farmstead exclusion authorization July 1 tax bills. The tax notice issued to the owner of each approved homestead within the School District shall reflect a - homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the Countyestablished assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$1,613. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$1,613. For purposes of this Resolution, "approved homestead" and "approved farmstead" shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. § 6926.341(g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

CENTRAL BUCKS SCHOOL DISTRICT

2014-15 Annual Tax Levy Resolution

RESOLVED, by the Board of School Directors of Central Bucks School District, that taxes are levied for school purposes for the school year beginning July 1, <u>2014</u>, subject to the provisions of the Local Tax Collection Law, as follows:

- 1. Real estate tax. Real estate tax of <u>124.1</u> mills (or \$<u>12.41</u> per \$100 of assessment) on the assessed value of all real property taxable for school purposes in this School District. (Levied under School Code §§ 672 and 673.)
- 2. <u>Interim real estate tax</u>. Interim real estate tax of <u>124.1</u> mills (or \$<u>12.41</u> per \$100 of assessment) on the assessed value of taxable real property, as stated in interim real estate assessment notices, that constitutes construction of a building, an improvement to a building, or other improvement to real property, not otherwise exempt from taxation. The interim real estate tax is part of the real estate tax levy, and applies to the assessed value of taxable real property not included in the initial tax duplicate used in issuing initial real estate tax notices for the school year. Tax assessors are directed to inspect and assess all taxable real property in the School District to which any improvement has been made, and to give notice of change in assessed value as required by law. The interim real estate tax applies for that proportionate part of the School District fiscal year remaining after the property was improved. (Levied under School Code § 677.1.)
- 3. <u>Utility realty used to generate electricity</u>. The real estate tax and the interim real estate tax apply to all real property taxable for school purposes, including all property listed in the definition of "utility realty" under § 8101-A(3) of the Public Utility Realty Tax Act, that was classified in such definition as "utility realty" prior to January 1, 2000, and that was removed from such definition effective January 1, 2000, because used in generating electricity. The tax applies to such property to the maximum extent permissible under the Pennsylvania Constitution and the Public Utility Realty Tax Act.

4. Tax due date/delinquent status.

- a. The real estate tax is due and payable on July 1, 2014, and this will be the date of the tax notice issued to the owner for real estate tax other than interim real estate tax. Unless installment payment has been elected under the Central Bucks School District Real Estate Tax Installment Payment Plan, the real estate tax is delinquent if not paid in full within four (4) months after the date of the tax notice issued to the owner by October 31, 2014, for tax other than interim real estate tax.
- b. The interim real estate tax is due and payable on the first day of the month after the month in which any improvement or addition to real property has been made. The interim real estate tax is delinquent if not paid in full within four (4) months after the date of the tax notice issued to the owner.
- 5. <u>Discount and penalty</u>. All taxpayers are entitled to a discount of two percent (2%) from the amount of the real estate tax or interim real estate tax by making payment of the entire tax amount within two (2) months after the date of the tax notice by August 31, 2014, for tax other than interim real estate tax. Unless installment payment has been elected under the Central Bucks School District Real Estate Tax Installment Payment Plan, a taxpayer will be charged a penalty of ten percent (10%) of the tax, which penalty will be added to the tax, if the tax is not paid in full within four (4) months after the date of the tax notice by October 31, 2014, for tax other than interim real estate tax. (Discount and penalty rules established under Local Tax Collection Law, 72 P.S. § 5511.10.)

- 6. <u>Severability</u>. The provisions of this resolution are severable and, if any section, clause, sentence, part or provision is determined to be illegal, invalid or unconstitutional, such determination will not affect or impair any of the remaining sections, clauses, sentences, parts or provisions of this resolution. It is declared to be the intent of this school district that this resolution would have been adopted even if any such illegal, invalid or unconstitutional section, clause, sentence, part or provision had not been included in this resolution.
- 7. <u>Continuation of other taxes</u>. The Board has previously imposed other taxes that do not require an annual levy. Without modifying or amending such taxes in any manner, the Board ratifies continuation of the following previously imposed taxes that do not require an annual levy:
- a. Real estate transfer tax. Real estate transfer tax of 1.0%. (School District receives .5%, and municipalities receive .5%. Levied under the Pennsylvania Real Estate Transfer Tax Act and the Local Tax Enabling Act, Act 511.)
- b. <u>Earned income and net profits tax</u>. 1% School District tax levied under the Local Tax Enabling Act, Act 511;

I certify that the foregoing is a true and correct copy of a resolution adopted by the Board of School Directors at a meeting thereof legally held on <u>May 27, 2014</u>.

CENTRAL BUCKS SCHOOL DISTRICT

Date May 27, 2014

Sharon L. Reiner, Secretary

(School District Seal)

2014FINANCIAL ASSISTANCE PROGRAM MANUAL LANDOWNER PERMISSION TO INSTALL AND MAINTAIN CONSERVATION PRACTICES

terms and conditions of a conserva Resources Conservation Service. A for the terms and conditions of the contract as stated in APPENDIX T PROGRAM CONTRACT for the contract	has my permission to install and d activities on the land listed below from, 20_17 for the purpose of satisfying the tion program contract with the USDA Natural laron L. Stepnoskl is solely responsible Natural Resources Conservation Service O FORM NRCS-CPA-1202 CONSERVATION conservation program. This consent does not omplying with terms of other applicable lease or
Farm Number 4629	Tract(s) 3262
Farm Number	Tract(s)
	Tract(s)
Printed Name of Landowner	
Signature of Landowner	
Date	
Program Participant Aaron L. Stepnoski	· · · · · · · · · · · · · · · · · · ·
Program Participant Signature	
Date	•

LEASE AGREEMENT

THIS AGREEMENT made this day of , 2014, by and between THE CENTRAL BUCKS SCHOOL DISTRICT, a School District created pursuant to the laws of the Commonwealth of Pennsylvania, having a principal place of business at 20 Welden Drive, Doylestown, Pennsylvania (hereinafter referred to as "Lessor") and AARON STEPNOSKI, an adult individual residing at 3105 Brentwood Drive, Doylestown, Pennsylvania 18902 (hereinafter referred to as "Lessee").

WITNESSETH:

The Lessor does hereby demise, lease and lets unto the Lessee, the premises consisting of approximately 40 tillable acres (less the single-family dwelling and curtilage around the single-family dwelling (consisting of approximately two (2) acres and other non-tillable acres)) in gross as described in the map hereto attached as Exhibit "A" and being located on Ash Mill Road in Buckingham Township, Bucks County, Pennsylvania. The property is also identified as Tax Parcel No. 6-14-62. The terms and conditions of said Lease are as follows:

1. Minimum Rent.

The rent during the term of this Lease shall be \$50.00 per year, per acre, payable as follows:

- (a) Rental in the amount of \$2,000 for the first year of the lease shall be paid on or before September 1, 2014; and
- (b) Annual rental in the amount of \$2,000 for the second and ensuing years shall be due on or before February 1, 2015 and annually thereafter on the 1st of February.

2. Term of Lease.

The initial term of the lease shall be a five (5) years beginning on the 1st day of April, 2014 and ending on the 31st day of March, 2019. The Lease shall automatically renew for an additional term of one (1) year from year to year unless either party gives the other party ninety (90) days written notice of his or its intention to terminate this Lease.

3. Place of Payment.

All rent shall be payable without notice or demand at the office of Lessor, 20 Weldon Road, Doylestown, Pennsylvania or at such other place as Lessor may from time to time designate by notice in writing.

4. Additional Rent/Indemnification.

Lessee agrees to pay as rent in addition to the minimum rental any and all sums which may become due by reason of the failure of Lessee to comply with all of the covenants of this Lease and any and all damages, costs and expenses which the Lessor may suffer or incur by reason of any default of the Lessee or failure on his part to comply with the covenants of this Lease and each of them, and also any and all damages to the demised premises caused by any act or neglect of the Lessee.

Use of Premises.

Lessee agrees to occupy and use the demised premises solely for the purpose of farming. Lessee agrees to farm and otherwise use the premises in accordance with the following requirements.

- Lessee shall not be permitted to use the property for growing of sod or waygoing crops.
- Lessee shall not be permitted to sell or remove from the premises any topsoil, sand, gravel, rock, oil, coal or other mineral.

- 3) Lessee shall not be permitted to clear any portion of the premises or to sell or remove from the premises any lumber, post or wood.
 - 4) Lessee shall not be permitted to erect any structures thereon.
- 5) Lessee shall agree to at all times to farm and maintain the premises in accordance with good agricultural husbandry practices.
- 6) Lessee agrees to, at all times to comply with the requirements of the Soil Conservation Service as to protection of the property from erosion.

6. Right of Entry.

Lessor, its' employees or agents, shall have the right, upon reasonable advance notice, to enter upon the property in order to make studies, service tests, surveys, general and engineering inspections, appraisals and for all other purposes related to School District matters, however, if in making such entry the School District materially damages Lessee's crop, the School District shall reimburse Lessee for the fair market value of any damage.

7. Surrender of Possession.

Lessee agrees to maintain the premises, including the soil on the premises, in good condition, order and repair, and agrees to peacefully deliver up and surrender possession of the premises to the Lessor at the expiration or sooner termination of this Lease and to surrender the premises in the same condition as Lessee has herein agreed to keep the same during the continuance of this Lease, except if there are crops growing as of the termination of the Lease, then Lessee may harvest those crops.

8. Assignment and Subletting.

Lessee agrees not to assign, mortgage or pledge this Lease or under-let or sublease or otherwise transfer, the demised premises, or any part thereof, or permit any other person, firm or corporation to occupy the demised premises, or any part thereof without Lessor's

prior written consent; nor shall any assignee or sublessee assign, mortgage or pledge or otherwise transfer any interest in this Lease or any sublease hereunder, without an additional written consent by the Lessor, and without such consent no such assignment, mortgage or pledge shall be valid. If the Lessee becomes embarrassed or insolvent, or makes an assignment for the benefit or creditors, or if a petition in bankruptcy is filed by or against the Lessee or a bill in equity or other proceeding for the appointment of a receiver for the Lessee is filed, or if the real or personal property of the Lessee shall be sold or levied upon by a Sheriff, Marshal or constable, the same shall be a violation of this Lease.

9. Release, Indemnification and Insurance.

Lessee agrees to release, indemnify, defend and hold harmless the Lessor from and against all liability, damages, losses, and injuries by reason of any injury or damage to any person or property in the demised premises, whether belonging to the Lessee or any other person.

Accordingly, Lessee shall be required to obtain and keep in full force through the lease term or any extension thereof, liability insurance in an amount of not less than \$500,000,000 for personal injury and \$300,000,000 for property damage per occurrence, naming Lessor as additional insureds, within thirty (30) days from the date of execution of this Lease Agreement, a copy of which shall be furnished to the Lessor immediately upon obtaining same.

10. Conduct of Lessee.

The Lessee recognizes that the property being farmed pursuant to this Agreement is located in an area where residential development has occurred. The Lessee shall make all reasonable efforts to coexist with the homes in the area of the leased premises.

11. Termination of Lessee.

This Lease shall automatically terminate if Lessee discontinues farming.

12. Notices.

All notices required to be given by Lessor to Lessee shall be sufficiently given by leaving the same upon the demised premises, but notices given by Lessee to Lessor must be given by registered mail, and as against Lessor the only admissible evidence that notice has been given by Lessee shall be registered return receipt signed by Lessor or its agent.

IN WITNESS WHEREOF, the parties hereto have executed these presents the day and year first above written, and intend to be legally bound thereby.

Sealed and delivered in the presence of:

CENTRAL BUCKS SCHOOL DISTRICT

RV.

AARON STEPNOSKI, Lessee

CENTRAL BUCKS SCHOOL DISTRICT 2014-15 FACILITY USE CHARGES

FACILITY	DIOI MONTH OF THE PROPERTY USE CHARGES	
	NON-PROFIT GROUPS (IRS approval letter showing "501C3" or "tax exempt" status)	FOR PROFIT GROUPS
Auditorium	\$600 for four (4) hours or less. \$150 for each additional hour. \$ 80 per hour for rehearsals. Stage Manager Will Be Required for lighting/sound (beyond house lights/	\$1,200 for four (4) hours or less. \$ 300 for each additional hour. \$ 160 per hour for rehearsals.
		microphone) and billed at the rate of \$60/hr.
Gymnasium/APR/LGI Library/Cafeteria	\$20 /night Weeknights During the School Year (per space reserved)	\$1,000 plus \$125 per hour.
When more than one Group	\$55 /hour Saturday and Sunday use.	
is using the building at the same time, each group must pay for the time it uses.	(Not available during the Summer)	(Not available during the Summer)
Classrooms/Conference Rooms/SGI/Office Areas	\$10 /night Weeknights During the School Year (per space reserved)	Not available.
When more than one group	\$55 /hour Saturday and Sunday use.	
is using the building at the same time, each group must pay for the time it uses.	(Not available during the Summer)	
WAR MEMORIAL Artificial Turf Field	\$ 225 per hour (Includes CBSD Grounds Person) (Available from 7:00 am to Dusk) Rentals scheduled during the High School Sports Season are subject to rescheduling. Lights are available until 7:00 pm at an additional cost of \$125 per hour.	
CB East Pool CB South Pool	\$125 /hr plus hourly rate of lifeguard(s) through Community School. \$155 /hr plus hourly rate of lifeguard(s) through Community School.	Not available.
Field Use	\$25 /day for each individual athletic field requested. The "adopt a field" program is no longer available. Tennis Courts are available for group rental at \$6 per hour (per court)	
Miscellaneous	Facility use is limited to the actual School year (for interior spaces only). If your group uses a space for longer than the requested time, the invoice will reflect the actual time the spaced was used.	
,	48-Hour Notice Required. If notice is received less than 48 hours before the requested time.	he start of your reserved time, you will be billed for the full

Judi Abboud

Andrew R. Abraham Jason Patrick Achenbach Jonathan James Adams Alexander J. Albert Kelcie L. Allen

Ryan Adam Aly

Devon Sierra Anderson Mollie Elizabeth Arana Erica Lynne Arbakov

Matthew Isaac Nathaniel Aronoff

Kristina A. Atkinson

Steven Raymond Auerbach Brooke Taylor Aughenbaugh Steven Alexander Austin

Anne Axenroth
Brittani Lynn Badome

Eduardo Andrés Baéz Acaron

Jack A. Bandlow
Zoe Lella Barbatl
Dylan M. Bard
Austin Luke Baty
Jack Brlan Bauer
Michael Baumbach
Anastasiya Becker

Jared Michael Becker Kelsey Rose Benscoter Alexis Wynne Berger Abigail Emilie Berke Luisa Maciel Bigal Andrew Paul Bily Jr

Dylan Robert Bily Brandon Smith Birkhead Cal James Blockinger Morgan M. Bock

Hannah Elizabeth Boothman Amanda Catherine Borth Julia Marie Branton

Haly Ann Brill

Frank Hunter Brophy
Jonathan David Brown
Marisa Lynn Brown
Ryan William Browne
Stefan Lamar Bryce
Cassandra Grace Budson
Tyler Christian Butler

Daniel Joseph Butynskyi

Ryan T. Byrne

Daniel David Caballero

Alexis R. Caccavo

Diana Christina Calderaio Roderick John Calhoun Nicole Marie Camut Olivia Brooke Canelli Shawn P. Cannon

Brionna Cierra Carbone Marion Mackin Carroll Brett Carrington Cashmer Catherine Mary Casselli Nicole Lynn Catone Joshua Cenderelli Andrea Brynn Cheatle

Brian Daniel Chilson Samantha Marie Clark Caroline Elizabeth Clayton Kyle Gregory Clow

Rachel Amelia Clow Dylan James Collie Andrew P. Colombo Erin Nicole Connors Nicole Caroline Cook Cole Matthew Cooper

Breanne Shawna Coppola Cory Cornell Kayla Ann Correra

Casey Abigail Crane

Lauren Elizabeth Crastnopol Abigail Paige Crawford Evan Matthews Creedon Douglas Robert Crook Catherine Pruden Cropp Jonathan Gino-Crash Crosara Kameryn O'Brien Crossland Catherine Elizabeth Cuerou Kelsey Elizabeth Cummings

Alexa Quinn Cusack

Augustine Charles D'Ambrosio

Timothy John D'Arcy
Sarah Elizabeth D'Souza
Chelsea Kathleen Daley
Dean Anthony Danella
Evangel Dominque Davis
James Zachary Davis
Mikaela Nicole Davis

Jack Ryan Dawson Erin Elizabeth Dean Andrew DelBrocco Nicole Danielle Delfini Kristina Taylor Del Mar Danielle Arlene DeiMargio Samuel Joseph DeMarco Andrea Dempsey

William C. Dempster **Andrew Thomas DeVita** Kerri A. Dickerson

Sarah M. Diehi

Nicholas Michael DiTommaso

Jordan Taylor DiVito Kassaundra Jo-Anne Do Matthew Ryan Dobron Irina Doichinova

Michael Vincent Donello Thomas Patrick Donnelly Jr

Abigali Marie Drabick Victoria Driggs **Daniel Thomas Driver** Tyler Anthony Dryden Jacob Thomas Duncan Nicholas Joseph Duncan

Manfid Duran Jr Alexander Eads Lauren Mackenzie Eck Connor Patrick Egan Kirsten Johanna Einset Caleigh Marie Eleftherion Benjamin Otto Ellison Abigail Ruth Emmert Rebecca Lee Englehart

Robert Esswein Tara Marle Eybs

Francesco Alfonso Fabozzi

Paul Faiella

Isabella Kristen Falcone

Liliana Farias

Geoffrey Louis Feller Anja Alexandra Fenner Matthew Allen Fleid Matthew Justin Fields Chelsea Lare Fife **Chandler Thomas Finch** Tyler Thomas Lee Fischer Lexis Storm Fisher-Fetrow Alyssa Renée Fitzgerald

Troy Flagler Luke Owen Forker Tyler Joseph Forst Violet Deanna Fortier **Chad James Foster** Kaeleigh Anna Fox Jordan Louis Franco Ryan Michael Freitas Samuel Gerard Fusco

Emelia Marie Gabbert-Payne

Kimberly A. Gabler Katherine Colleen Gale Amber M. Garrard Ellse G. Gastineau Matthew S. Gentry Michael A. Genus Hanne Genyn Grace L. Gibson Molly Anne Gilligan Kelsea L. Gillmer Rvan J. Gleason

Matthew Theodore Gonslewski

Jordan Ashley Gooding Nicholas S. Granitzski Gabriella M. Grant Madison C. Greene Breanna Nicole Gresko Hannah Elizabeth Griffin

Glen D. Golembeski

Kayla A. Griffin **Matthew James Gross** Samantha Anne Grzegorczyk

Laura Nicole Guidera Lalenia C. Guld Andrea I. Gutierrez Liam Patrick Hamill Ryan Gerard Hamilton **Brittany Ann Harding** Daniel Harding Rachel Harding Lori Anne Harland

Rachel C. Harris Kyle Hart

Richard Clark Hartung Kathryn Hayes

Matthew James Heim Erin Michelle Hendricks Bryanna L. Hendrickson Riley Elizabeth Henn Almee Herd Miranda Hetrick Klersten Rebecca Hilburn Thomas A. Hinds Douglas Rellly Histand Jennifer Marie Hoffman Victoria E. Holderer Robert Glenn Holland Connor James Holleran Carly Marie Horn **Emily Kristina Horn** Eric Hostvedt Julian Hrynczyszyn Drake A. Hudson John Paul R. Hughes Matthew Joseph Hughes Tyler J. Hughes Jordan Annette Hunter Louise Anna Huuki Nicholas Michael Iafolla Brandon M. Ilkiw Nicole Susan Ingham Josephine E. Ingoglia Eric Ryan Jackson Laura Ann Jackson Megan Ella Jackson Clarissa Rapunzel Jaedicke Arushi Jain Michael D. James Christopher Alan Japchen Spencer Todd Jayne Emily R. Jellinek Samuel J. Jellinek Sara E. Jellinek Annalise Marie Jethon Jennifer Jimenez-Perez Ben Jimmy Samuel N. Johnson Jessica Leigh Jozefiak Ryan P. Kalaigian Jianna R. Kalouche Brenna Rose Kane

Marguerite Marie Kane

Shaun Margaret Kane Harini Kannan Bennett Austin Kardane Sara Blair Karol **Courtney Maura Kater Emlly Autumn Kaye** Stacey Marie Keba Kaitlynn Renee Keen Brendan Joseph Kelleher Devin Elizabeth Kelley Alec D. Kells Matthew David Kelly Shannon Marie Kelly Laura Clare Kennedy Deryn Kenyon Brendan Kern John D. Kernaghan III Marni Li Kessler Stephen Alexander Kessler Jennifer E. Kim Joy S. Klm Marisa L. Kingsbury Andrew Ryan Kittleson **Tabitha Mackenzie Kloss Brett David Knauer** Julia Alexis Knipe Ben Zelig Knopfmacher Gabrielle Eve Kogut Liam M. Kolar Veronica Krystyna Kopcinski Kimberly Janssen Kramer Palge Renee Kraus Ryan P. Kronmiller Nora Joan Krupp Dominika M. Krysztofowicz Nicole Elizabeth Krzeminski Andrew Grant Krzyzkowski Marissa Kathryn Kuhns Lauren T. Kukosky Christopher Kurceba Aleksey Kushelevskiy Rusian Kuznetsov Alyssa Joy Lake Nathan Seth Lalli Rachel Jillian Landy Melissa Lynne Langer James Tyler Lanzano

Joseph Matthew Laphen Alexandra R. Law Rebecca Tate Leonard Richard A. Letizi Julia Ellen Leventhal Mariah E. Lichter Seth Lichter

Jennifer Stella Linehan

Justin P. Liow
Joseph S. LoCastro
John Wendell Long III
Kevin Bryce Longmuir
Alejandro Lopez Avalos
Charles Edward Love III
Maegan Anna Lowery
Hannah Elizabeth Lunak

Kyle Lutz

Mackenzie F. Lynch

Dylan J. MacDougall-Teachey Malcolm Frașer Mackenzie Matthew Harris Mackouse Rachel Elizabeth Mahar Samantha Leigh Mallek Nicholas J. Mancuso Alexander Mann

Christina Marle Maragakes
Abigail Rose Marchione
Palge Alyssa Marcinkowski
Erin Elizabeth Marhefka
Claudia Kane Marotta
Weston E. Marquis
Ryan James Marsh
Collin Marshall
Alison Marie Martin
Jaclyn Elizabeth Martin
Mackenzie Grace Marvel

Danielle Marzetti
Jessica L. McAnulty
Tara R. McCarron
Isabel S. McCarthy
Ellish P. McCaul
Eileen McCole

Alyssa Melanie McDill Brian Christopher McDonnell

Olivia Loar McGee Lindsay Anne McIntosh Victoria Julia McIntosh Kevin John McGinley

Brendan Michael McLaughlin

Emily E. McLaughlin Connor John McManus Josephine Amelia McNamara

Miranda Anne Meehan
Andrew Mehalek
John Lawrence Melloy
Kylle Anne Mester
Alexander B. Metz
Nicole Marie Miehle
Matthew B. Milici
Katelyn Emily Miller
Claire Elise Mino
Jack Riley Mitchell
Ryan Wesley Mitchell

Ned R. Moore

Kevin Josue Moran Oliva Brian S. Morehouse Connor Donald Morei

Daniel Morrin

David Robert Morselander

Holly Lynne Moyer Jacqueline Moyer

Melissa Lauren Mulholland

Shelby Jane Musich
Vincenzo Muto
Naomi Carolyn Myers
Sean R. Myrtetus
Elizabeth L. Nangle
Janet Tyler Nau
Katherine Navarro
Carmen Navia
Zachary T. Nelsen

Christopher Peter Nelson Derek F. Neubauer

Christopher Robert Nicholas Cara Mackenzie Nicodemus

Lindsay J. Nier Megan Nolan Julia Christine Norek Elizabeth Theresa O'Connell Drew Christian O'Connor

Brendan O'Nell

Jacqueline Oberholtzer Samantha Rose Olson Brianna Angeline Ortiz

Kathleen Ott Taylor Marie Ott Haley Lynn Overton Adilen Elizabeth Padlila Nicole Pannella

Nicole Pannella Sean Parahus Annallese Pardieu Nicholas Pascual Brian Passman Claire Marie Patterson

David Fitzpatrick Payton Nicole Marie Pearson

Casey A. Pecora Brandon L. Peoples Bethany Lynn Pertain Matthew Edward Pfeiffer

Anthony Pham
John Philipp
Victoria Jeanne Pla
Karen Alyssa Plate
Matthew Richard Poirler
Andrew Harris Pond

Jennifer Pope Chelsea Marle Portner Brandon H. Posner Courtney Leah Prajzner Samuel David Presti

D. Cameron Price Brendan Hayes Pucetas Caitlin Ariana Quon Bryan William Raiko Daniel Ryan Rauch

Adam J. Raymer
Taylor Elizabeth Reasoner

Ashley Reed
Karl Regensburg
Michael J. Reichert
Brandon Reiley
Connor Reiley
Bethany Elyse Reilly
Patrick Benjamin Reilly
Nicole Renate Reiman

Sego Retif

Daniel Joshua Reynolds Rachel E. Reynolds Sterling Sheldon Rhodes

Mark H. Remmey Jr

Brittany Rose Rice
Jennifer Richards
Joseph J. Ridolfi
Cassidy Rae Rimberg
Breeanna Marie Robinson
Jeanivieve Nicole Robinson
Keerstin N. Robinson

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Zachary Allen Predhome

Rebecca Jane Prieto Katherine Clare Quinian

Eleni Ramirez
Joseph H. Ramos
Payton N. Raubenstine
Nathanial S. Reedel
Angelina Sophia Refice
Olivia Brianna Relly
Ellie Victoria Rhoads

Matthew B. Riebman Dylan Kavi Robinson Julia Taylor Robinson Samuel J. Rocca Emanuel Rodriguez Thomas B. Rogers

Carly Jane Roman Elena Maria Romesburg

Tyler Kelth Roney Nicholas James Rose Britton E. Rozzelle Baylie Eve Rubin

Candace Lee Rupert Christian David Rupert

Brad Charles Rusciolelli Kyle William Salvitti

David-Andrew Samson

Vincent Sangrigoli

Keith Udine Saunders Thalen J. D. Sayres

Meredith G. Scanlan Patrick V. Scarpello Madison Kay Schaffer Kyle Brent Schechter

Lauren Schechter

Abigail Claire Schiela Emily Marie Schiotter

Kristen Ann Schlotter Mark Alexander Schlotter

Bret Alan Schmidt

Matthew George Schnell

Corey M. Schott

Julianne Elizabeth Schultheiss Elke Paulina Schumacher Emliv Ann Schwartz

Limity Ann Octiwa

Vance Sears

Hayley Bridget Segraves

Angelea Serafine Amanda M. Sergeyev James P. Seykot Ethan M. Shannon

Madison Beatrice Shields

Kaillyn Siegle Sage L. Silcox Rebecca Ann Simon Kaillyn Alyssa Sinack Hanna Nicole Skjeveland Colleen Mary Smith

Dyshon Shamel-Abdel Smith

Melanie M. Smith Victoria Lynn Smith Jacob R. Snively

Brennan Richardson Snyder

Julia N. Snyder Laura M. Snyder Tyler Eric Sokolis Gabrielle C. Squitieri

Carli E. Stark Abigail Jane Steere

James Joseph Stelgerwald

Laura Stillwagon

Jeffrey Scott Strasburg *
Maximilian Scott Strecker

Joseph T. Stumpf

Auslin James Sturgeon

Lydia Suttle Amanda K. Taylor

Courtney L. Taylor Paige Michelle Taylor

William J. Taylor III

Annie E. Thomas

Hannah A. Thomas

Edin E. Thornton

Samuel D. Tilley

Brian J. Tintea

Alexa M. Tomanelli

Alexander Joseph Tomes

Zoe Elizabeth Traficante

Corey Aston Tripp

Nathan Thompson Tschepik

Geoffrey C. Turcich

Grant Andrew Udlnski

Annika L. Vaerst

Bryan Frost Valhinger

Jamie Alexander Valdez

Juliette Valdez

Zach W. van Rijn

Christopher W. VanPelt

Kaitlin S. Varalio

Katherine Anne Vaughn

Kate E. Vehling

Dominic R. Villaiba

Jon Luke Vittorio

Anna Jin Vollrath

Danlelle R. Vuono

Samantha Ashley Wagner

Emily Patricia Walsh

Madison Noel Walsh

Maura Walsh

Quinlan C. Walther

Inger Amy Wang

Anders Orlene Warfel

Elizabeth E. Watkins

James K. Weidman

Prairie Elizabeth Wentworth-Nice

Stephen James Werner

Alicia K. West

Mary Kate Whalen

Bruce Aylin Williams

Kayla L. Williams

Daniel Patrick Wilson

Graydon Thomas Wilson

Isabel Ann Wingert

Julie Wisniewski

John Robert Wolff

Amanda Marie Wolfgang

Morgan Woltman

Dean A. Woodrow

Kevin Jacob Worthington

Edward Noel Wright

Rachel Marie Yannarella

Cole Benjamin Yazujian

Rachel Anne Young

Alexandra Mla Zahn

Gregory Allen Zanolini, Jr

Braden Mark Zebley

Charles Yuchuan Zhao

Agata Zielinska

Alexander J. Zucker