

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

June 24, 2014

The Central Bucks Board of School Directors held its meeting on Tuesday, June 24, 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 7:32 p.m., followed by the Pledge of Allegiance.

BOARD MEMBERS PRESENT

Paul Faulkner, President; Stephen Corr, Vice President; James Duffy, John Gamble, Geryl McMullin

BOARD MEMBERS ABSENT

Joseph Jagelka, Tyler Tomlinson, Kelly Unger, Jerel Wohl

ADMINISTRATORS PRESENT

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

ALSO PRESENT

Jeffrey Garton, Solicitor; Sharon Reiner, School Board Secretary

APPROVAL OF MINUTES

Motion by John Gamble, supported by Stephen Corr, to approve the minutes of the June 10, 2014 school board meeting.

Motion Not Approved (due to lack of quorum) 4-0-1. (Geryl McMullin) The June 10, 2014 minutes will be deferred to the July 22, 2014 school board meeting.

PUBLIC COMMENT

Sharon Collopy commented on the elimination of departments without notification/explanation to parents. An explanation now does appear on the website but parents still continue to have questions. She stated that neither Dr. Weitzel nor Board members have visited classrooms to see departmentalization in action. As a member of the Strategic Planning Committee Ms. Collopy stated that was no mention that departments would be eliminated. The elimination of departments is unfair to students, teachers, and principals. Gwen Stoltz commented on Aramark menu choices and would like more healthy and nutritious foods served. She is disappointed to learn that the district will be breaking with the federal guidelines for school lunches at the high school level. Would like to see the community involved to help find better food options for students and offered her help. Michael Kurman commented on the process used to hire Aramark as its food service provider and is concerned about the quality of the food served. He would like to see the district use locally grown crops for school lunches.

Mr. Faulkner stated that our high schools meet or exceed the federal guidelines whether the district is part of the program or not.

Mr. Corr suggested Ms. Stoltz and others speak with the Aramark team in the audience at the conclusion of the meeting.

SUPERINTENDENT'S REPORT

In response to a statement made during Public Comment Dr. Weitzel stated that he has observed over 200 teachers in the last eight years and has observed many classrooms participating in departmentalization.

Dr. Weitzel asked that a moment of silence be observed for Mr. Ron LaMar, a music teacher in the district who passed away on June 15, 2014. Mr. LaMar taught at CB West and at Tohickon Middle School. Tohickon is planning a remembrance gathering in the fall for Mr. LaMar.

Dr. Weitzel referenced two Standards-Based Reporting Handbooks (one a teacher guide and one a parent guide) given to Board members this evening. These handbooks were designed by the Report Card Committee. The Teacher Handbook is a resource and is part of an ongoing training to support the implementation of the new report card. The Parent Handbook is a resource to be made available to parents in August.

SCHOOL BOARD REPORTS

The Finance Committee, IU Board 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 James Duffy, to approve the Treasurer's Report and Summary of Fund disbursements for the month of May 2014.

General Fund – May 2014	\$61,787,873.16
Capital Fund (net voids)	1,315,464.86
Food Service (checks issued)	<u>6,138.91</u>
TOTAL ALL FUNDS	\$63,109,476.93

Motion Not Approved (due to lack of quorum) 3-0-2. (John Gamble, Geryl McMullin) The Treasurer's Report for May 2014 will be deferred to the July 22, 2014 school board meeting.

RATIFICATION OF INVESTMENTS

Motion by Stephen Corr, supported by John Gamble, to approve the Ratification of Investments for the month of May 2014.

General Fund						
Category	Purchase Date	Principal	Maturity Date	Rate	Yield	Bank Name
PSDLAF	5/5/2014	\$245,000.00	5/5/2015	0.25%	\$612.50	Cathay Bank(CA)
PSDLAF	5/5/2014	\$245,000.00	5/5/2015	0.25%	\$612.50	The First Bancorp(ME)
PSDLAF	5/5/2014	\$245,000.00	5/7/2015	0.45%	\$1,108.54	Tristate Capital Bank (PA)
PSDLAF	5/6/2014	\$245,000.00	5/6/2015	0.28%	\$686.00	Bank of Akron (NY)
PLGIT	5/13/2014	\$248,000.00	5/13/2015	0.58%	\$1,438.40	Bank of East Asia Ltd., New York, NY
PLGIT	5/13/2014	\$248,000.00	5/13/2015	0.50%	\$1,240.00	Bank Leumi USA, New York, NY
PLGIT	5/13/2014	\$248,000.00	5/13/2015	0.40%	\$992.00	Bank of China, New York, NY
PLGIT	5/13/2014	\$248,000.00	5/13/2015	0.35%	\$868.00	Western Alliance Bank, Phoenix, AZ
Bank CD	5/22/2014	\$247,000.00	5/22/2016	0.50%	\$2,473.38	Team Capital Bank
PSDLAF	5/28/2014	\$245,000.00	5/28/2015	0.25%	\$612.50	Kansas State Bank of Manhattan(KS)
TOTALS		\$2,464,000.00			\$10,649.82	
Debt Service Fund						
Debt Service Reserve						
Category	Purchase Date	Principal	Maturity Date	Rate	Yield	Bank Name
PSDLAF	5/29/2014	\$4,962,500.00	8/15/2016	0.34%	\$37,500.00	US Treasury Strlp
TOTALS		\$4,962,500.00			\$37,500.00	

Motion Approved 5-0.

BUDGETARY TRANSFERS

Motion by Stephen Corr, supported by James Duffy, to approve the budgetary transfers for fiscal 2013-2014 and proceed with preparing any remaining budgetary transfers necessary to finalize the fiscal 2013-2014 for submission to the Board for approval by October 2014.

BUDGETARY TRANSFERS

JUNE 2014

FROM:	1100 - 100 Instruction - Salaries	364,000
	1100 - 200 Instruction - Benefits	89,318

TO:	1400 - 100 Alternative Ed - Salaries	364,000
	1400 - 200 Alternative Ed - Benefits	89,318

Reallocate funds within the Instruction and Alternative Ed functions per Title I PDE mandates.

FROM:	2200 - 600 Instructional Support - Supplies	500,780
-------	---	---------

TO:	1100 - 600 Instruction - Supplies	500,780
-----	-----------------------------------	---------

Reallocate funds within the Instruction and Curriculum budget for Social Studies software.

FROM:	3200 - 100 Secondary Student Activities - Salaries	65,000
	3200 - 200 Secondary Student Activities - Benefits	50,000
	3200 - 300 Secondary Student Activities - Purch Prof Services	60,000

TO:	3200 - 600 Secondary Student Activities - Supplies	175,000
-----	--	---------

Transfer budgeted amounts within the Student Activity Function.

FROM:	1400 - 100 Alternative Ed - Salaries	22,000
-------	--------------------------------------	--------

TO:	1600 - 100 Continuing Ed - Salaries	22,000
-----	-------------------------------------	--------

Transfer budgeted funds from Alternative Ed to the Continuing Ed Function.

FROM:	2300 - 500 Administrative Support Serv - Other Purch Serv	14,000
-------	---	--------

TO:	2200 - 400 Instructional Support - Purch property Services	12,000
	2200 - 800 Instructional Support - Dues & Fees	2,000

Transfer budgeted amounts from Administrative Support Serv to Instructional Support Function.

FROM:	2300 - 300 Administrative Support Services - Purch Prof Serv.	25,000
-------	---	--------

TO:	2300 - 800 Administrative Support Services - Dues & Fees	25,000
-----	--	--------

Transfer budgeted amounts within the Administrative Support Service Function.

FROM:	2100 - 100 Support Services Pupil - Salaries	130,000
-------	--	---------

TO:	2400 - 100 Pupil Health - Salaries	130,000
-----	------------------------------------	---------

Transfer budgeted amounts from Pupil Personnel to Pupil Health Function.

FROM: 2700 - 200 Transportation - Other Purchase Services 375,000

TO: 2700 - 100 Transportation - Salaries 375,000

Reallocated budget within the Transportation Function.

FROM: 1200 - 500 Special Education - Other Purchase Services 110,000

TO: 2900 - 500 Other Support Services - Other Purchase Services 110,000

Transfer budgeted amounts from Special Education to Other Purchase Services Function.

FROM: 2200 - 500 Instructional Support - Other Purchase Services 100,000

TO: 2800 - 500 Central Support Services - Other Purchase Services 100,000

Transfer budgeted amounts from Instructional Support to Central Support Function.

FROM: 2200 - 100 Instructional Support - Salaries 40,000

2200 - 200 Instructional Support - Benefits 50,000

2300 - 300 Administrative Support Service - Purch Prof Serv. 40,000

2800 - 700 Central Support Services - Property 35,000

TO: 2800 - 100 Central Support Services - Salaries 55,000

2800 - 500 Central Support Services - Other Purch Serv 50,000

2800 - 600 Central Support Services - Supplies 60,000

Reallocate budget from within the Support Functions.

FROM: 1200 - 200 Special Education - Benefits 469,833

TO: 2800 - 500 Debt Service - Interest 469,833

Transfer budgeted amounts from Special Education to Debt Service Function.

Motion Approved 5-0.

GENERAL FUND BALANCE TRANSFER

Motion by Stephen Corr, supported by John Gamble, to approve the transfer of \$3,000,000 from the General Fund to the Debt Service Fund.

Motion Approved 5-0.

ACCOUNT APPROVAL AND TRANSFER OF FUNDS

Motion by Stephen Corr, supported by John Gamble, to approve the establishment of a restricted Capital Reserve Account for Food Service and the transfer of \$800,000 from the Food Service Fund into this new account.

Motion Approved 5-0.

NEW ONE YEAR FOOD SERVICE CONTRACT WITH ARAMARK

Motion by James Duffy, supported by Stephen Corr, to approve a one year contract with Aramark to provide food service for the 2014-2015 school year.

Motion Approved 5-0.

PURCHASING ITEMS

Physical Education Uniforms

Motion by John Gamble, supported by Stephen Corr, to approve purchase orders be issued to the following suppliers as the lowest, on-specification bidders for the item bid.

Schuylkill Valley Sports	\$ 6,888.00
Sportswear Plus	<u>\$15,175.47</u>
Total	\$22,063.47

Parents pay the district for their child's physical education uniform.

Motion Approved 5-0.

Weight Room Equipment – CB East Renovations

Motion by Stephen Corr, supported by John Gamble, to reject all bids for the East Weight Room equipment.

Motion Approved 5-0.

CONSTRUCTION CONTRACTS AND SERVICE AGREEMENTS

Motion by Stephen Corr, supported by James Duffy, to award a contract to S&H Landscaping for tennis court reconstruction at Holicong Middle School in the amount of \$267,555 which includes Alternate #1 for LED site lighting.

Motion Approved 5-0.

Motion by James Duffy, supported by John Gamble, to award a contract to Titan Industrial Services for painting at CB West gymnasiums in the amount of \$37,912.

Motion Approved 5-0.

Motion by Stephen Corr, supported by James Duffy, to award a contract to Charles Dectis Painting for power washing and masonry sealing at Jamison Elementary School in the amount of \$15,900.

Motion Approved 5-0.

SCHOOL BOARD POLICY FOR APPROVAL

Motion by Stephen Corr, supported by John Gamble, to bring School Board Policy 810.3 – Transportation – Video/Audio Recording off the table.

Motion Approved 5-0.

Motion by Stephen Corr, supported by John Gamble, to approve School Board Policy 810.3 – Transportation – Video/Audio Recording.

Motion Approved 5-0.

PERSONNEL ITEMS

Motion by James Duffy, supported by John Gamble, to approve resignations, retirements, and unpaid leaves of absence; appointments, long-term substitute teachers, long-term per diem substitute teachers, classification changes, and community school staff.

RESIGNATIONS

Name: Rosalind Chang
Position: Chinese teacher – Central Bucks High School – West
Effective: June 20, 2014

Name: Margaret Hierholzer
Position: Elementary teacher – Groveland Elementary School
Effective: June 25, 2014

Name: Kara Klayman
Position: Speech Correction teacher – Butler Elementary School
Effective: June 25, 2014

Name: Taylor Viniarski
Position: Special Education Assistant – Central Bucks High School – West
Effective: June 18, 2014

RETIREMENTS

Name: Vera Grabosky
Position: Before/After School Care – Warwick Elementary School
Effective: June 20, 2014

Name: Colleen Kandel
Position: Special Education teacher – Holicong Middle School
Effective: June 25, 2014

Name: Iva Kearns
Position: Before/After School Care – Warwick Elementary School
Effective: June 20, 2014

UNPAID LEAVES OF ABSENCE

Jennifer Atkiss Science teacher – Central Bucks High School – South
October 13, 2014 – August 2015

Meredith Deschambeau Elementary teacher – Butler Elementary School
September 13, 2014 – August 2015

Sharon Hetrick English teacher – Central Bucks High School – West
August 26, 2014 – January 27, 2015

Melissa Schmidt

(.5) Elementary teacher – Titus Elementary School
August 26, 2014 – August 2015

APPOINTMENTS

Name: Meredith Penner
Position: Special Education Supervisor – Educational Services Center
\$110,000
Effective: July 1, 2014

Name: Daniel Whittaker
Position: IT Specialist – Educational Services Center
\$63,000
Effective: August 4, 2014

LONG-TERM SUBSTITUTE TEACHERS

Name: Jennifer Brown
Position: Elementary teacher – Mill Creek Elementary School
\$26,911 (M+0 credits, Step 3)
Effective: August 26, 2014 until the end of the 1st semester of the 2014-2015 school year

Name: Jessica Jarlsberg
Position: Elementary teacher – Mill Creek Elementary School
\$44,578 (B+0 credits, Step 1)
Effective: August 26, 2014 until the end of the 2014-2015 school year

Name: Benjamin McComsey
Position: Elementary teacher – Buckingham Elementary School
\$46,516 (B+0 credits, Step 2)
Effective: August 26, 2014 until the end of the 2014-2015 school year

Name: Amy McEachern
Position: Elementary teacher – Gayman Elementary School
\$21,718 (B+0 credits, Step 1)
Effective: August 26, 2014 until the end of the 1st semester of the 2014-2015 school year

Name: Amy Stafford
Position: Elementary teacher – Jamison Elementary School
\$23,133 (B+0 credits, Step 3)
Effective: August 26, 2014 until the end of the 1st semester of the 2014-2015 school year

Name: Jennifer Swan
Position: Elementary teacher – Groveland Elementary School
\$40,464 (B+0 credits, Step 1)
Effective: September 16, 2014 until the end of the 2014-2015 school year

LONG-TERM PER DIEM SUBSTITUTE TEACHERS

Name: Laura Niland
Position: Librarian – Bridge Valley Elementary School
\$19.75 per hour
Effective: June 5, 2014

Name: Aileen Wanzer
 Position: (.5) Elementary teacher -- Pine Run Elementary School
 \$19.75 per hour
 Effective: May 27, 2014

CLASSIFICATION CHANGES

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Michael Brown	(1.0) Business teacher West \$63,960 Per Annum	(.27) Business teacher West \$17,269 Per Annum (13-14 rate)	8/26/14-1/27/15
Stephen MacCall-Carter	(Temp) Custodian Unami \$15.32 Per Hour	Building Utility Jamison \$16.74 Per Hour	6/23/14
Jaime Shapiro	(.6) TPE French tchr (.23) LTS French tchr Tam/Hol/Toh \$38,609 Per Annum	(.6) TPE French teacher (.1) LTS French teacher Tamanend \$32,562 Per Annum (13-14 rate)	8/26/14
Kelly Sparhawk	(.5) TPE Elem tchr (.5) LTS Elem tchr Groveland No Change In Salary	(1.0) TPE Elementary tchr Groveland No Change In Salary	8/26/14

COMMUNITY SCHOOL STAFF

<u>Name</u>	<u>Location/Position</u>	<u>Rate</u>
Klera Bianchini	Groveland/End of School Year Teacher	\$32.00/hour
Kristen Bittner	South/End of School Year Teacher	\$32.00/hour
Jill Camburn	South/End of School Year Teacher	\$32.00/hour
Geoff Campbell	South/End of School Year Teacher	\$32.00/hour
Kristen Deery	South/End of School Year Teacher	\$32.00/hour
Mary Doyle	Groveland/End of School Year Teacher	\$32.00/hour
Sarah Faix	Groveland/End of School Year Teacher	\$32.00/hour
Joanna Fiesser	Groveland/End of School Year Teacher	\$32.00/hour
Ashley Fisher	South/End of School Year Teacher	\$32.00/hour
Tara Grow	South/End of School Year Teacher	\$32.00/hour
Kati Hanrahan	South/End of School Year Teacher	\$32.00/hour
Collette Hennessy	Groveland/End of School Year Teacher	\$32.00/hour
Rachel Horne	South/End of School Year Teacher	\$32.00/hour
Tom Irwin	South/End of School Year Teacher	\$32.00/hour
Colleen Kaufmann	Groveland/End of School Year Teacher	\$32.00/hour
Noelle Kress	Groveland/End of School Year Teacher	\$32.00/hour
Jamie LaBonte	Groveland/End of School Year Teacher	\$32.00/hour
Kristi Levari	Groveland/End of School Year Teacher	\$32.00/hour
Ellen Luybli	South/End of School Year Teacher	\$32.00/hour
Kaitlin McGregor	Groveland/End of School Year Teacher	\$32.00/hour
Jami Miller	Groveland/End of School Year Teacher	\$32.00/hour
Erin Miner	South/End of School Year Teacher	\$32.00/hour
Cheri Oakes	South/End of School Year Teacher	\$32.00/hour

Catherine Pang	Groveland/End of School Year Teacher	\$32.00/hour
Jessica Richman	Groveland/End of School Year Teacher	\$32.00/hour
Robin Schnell	Groveland/End of School Year Teacher	\$32.00/hour
Alexandra Shierant	Groveland/End of School Year Teacher	\$32.00/hour
Melissa Signore	South/End of School Year Teacher	\$32.00/hour
Steve Siliani	South/End of School Year Teacher	\$32.00/hour
Shara Smith	South/End of School Year Teacher	\$32.00/hour
Lauren Spence	South/End of School Year Teacher	\$32.00/hour
Emily Strasburg	Groveland/End of School Year Teacher	\$32.00/hour
Jenn Summers	Groveland/End of School Year Teacher	\$32.00/hour
Marci Walsh	Groveland/End of School Year Teacher	\$32.00/hour
Danielle Weber	South/End of School Year Teacher	\$32.00/hour
Mike Aiello	South/End of School Year Special Ed. EA	\$14.37/hour
Susan Allison	South/End of School Year Special Ed. EA	\$14.37/hour
Eric Andress	South/End of School Year Special Ed. EA	\$14.37/hour
Paula Baker	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Clint Basalik	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Sharon Bennett	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Cathleen Berry	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Gail Bilsland	South/End of School Year Special Ed. EA	\$14.37/hour
Lauren Boess	South/End of School Year Special Ed. EA	\$14.37/hour
Francesca Bova	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Nicole Brandecker	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Patricia Chiaravallotti	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Donna Clark	South/End of School Year Special Ed. EA	\$14.37/hour
Jessica Corson	South/End of School Year Special Ed. EA	\$14.37/hour
Cynthia Cross	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Janet Deiner	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Donna DiMarco	South/End of School Year Special Ed. EA	\$14.37/hour
Kerry Doh	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Michele Ernst	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Nicole Eveland	South/End of School Year Special Ed. EA	\$14.37/hour
Dalton Ford	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Renee Ford	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Karen Forgeng	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Louanne Fox	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Priscilla Graves	South/End of School Year Special Ed. EA	\$14.37/hour
Lisa Hager	South/End of School Year Special Ed. EA	\$14.37/hour
Jaclyn Hill	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Laurie Hunter	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Linda Jones	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Anna King	South/End of School Year Special Ed. EA	\$14.37/hour
Susan Landis	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Allison Landis	Groveland/End of School Year Special Ed. EA	\$14.37/hour
MaryAnne MacCarter	South/End of School Year Special Ed. EA	\$14.37/hour
Colin Matecki	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Marla Porreca	South/End of School Year Special Ed. EA	\$14.37/hour

Susan Gavin Meisenzahl	South/End of School Year Special Ed. EA	\$14.37/hour
Sean Messa	South/End of School Year Special Ed. EA	\$14.37/hour
Sheila Messa	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Lori Miller	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Priscilla Muir	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Cheryl Muro	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Kathy Murphy	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Geoff Panettieri	South/End of School Year Special Ed. EA	\$14.37/hour
MaryKate Peckham	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Susan Pileggi	South/End of School Year Special Ed. EA	\$14.37/hour
Renee Prieto	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Allison Radovich	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Melanie Riland	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Megan Roberts	South/End of School Year Special Ed. EA	\$14.37/hour
Kevin Roberts	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Carolyn Rooney	South/End of School Year Special Ed. EA	\$14.37/hour
Lisa Rothenberg	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Susan Rumpf	South/End of School Year Special Ed. EA	\$14.37/hour
Sandra Russell	South/End of School Year Special Ed. EA	\$14.37/hour
Jill Sarantschin	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Patti Schumacher	South/End of School Year Special Ed. EA	\$14.37/hour
Ben Smith	South/End of School Year Special Ed. EA	\$14.37/hour
Debbie Thurber	South/End of School Year Special Ed. EA	\$14.37/hour
Jill Upton	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Debra VanCamp	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Ellen Vassalluzzo	South/End of School Year Special Ed. EA	\$14.37/hour
Nicole Vollrath	South/End of School Year Special Ed. EA	\$14.37/hour
Amanda Walther	Groveland/End of School Year Special Ed. EA	\$14.37/hour
Eric Welch	South/End of School Year Special Ed. EA	\$14.37/hour
Deneen Dry	South/End of School Year Staff Nurse	\$19.26/hour
Linda Miller	Groveland/End of School Year Staff Nurse	\$19.26/hour
Laura Raguz	South/End of School Year Staff Nurse	\$19.26/hour
Sally Sharp-Thatcher	South/End of School Year Staff Nurse	\$19.26/hour
Diane Klein	End of School Year Substitute Special Ed. Asst.	\$14.37/hour
Dana Walter	End of School Year Substitute Special Ed. Asst.	\$14.37/hour
Ellen Polin	End of School Year Substitute Staff Nurse	\$19.26/hour
Jen Abato	Camp Benchmark	\$23.00/hour
Annalia Chaplin	Camp Benchmark	\$23.00/hour
Carol Esancy-Froehlich	Camp Benchmark	\$23.00/hour
Katherine Finkbeiner	Camp Benchmark	\$23.00/hour
Greta McElwee	Camp Benchmark	\$23.00/hour
Michael Wolf	Camp Benchmark	\$23.00/hour
Sean Cohen	Band Camp	\$23.00/hour
Kevin Feher	Band Camp	\$23.00/hour
Larry Werner	Band Camp	\$23.00/hour

Hannah Pak	Orchestra Camp	\$23.00/hour
Jessica Tosti	Orchestra Camp	\$23.00/hour
Andrea Weber	Orchestra Camp	\$23.00/hour

James Glaser	Singing Camp	\$23.00/hour
Amanda Kelly	Singing Camp	\$23.00/hour
Kari Morris	Singing Camp	\$23.00/hour
Jamie Rogers	Singing Camp	\$23.00/hour
Ian Sanchez	Singing Camp	\$23.00/hour
Joe Stellino	Singing Camp	\$23.00/hour
Susan Talley	Singing Camp	\$23.00/hour

Virginia Robbie	Security	\$13.87/hour
Cynthia Shoolbraid	Security	\$13.87/hour

Michelle Blair	Summer Fun – Technology	\$23.00/hour
Linda Brach	Summer Fun – Tennis	\$26.00/hour
Kathleen Garvin-Carroll	Summer Fun – Teacher Academy	\$23.00/hour
Christie Corcoran	Summer Fun – Teacher Academy	\$23.00/hour
Samantha Evans	Summer Fun – Student Coach – Tennis	\$ 8.40/hour
Jessica Fidler	Summer Fun – Drawing & Painting	\$23.00/hour
Bruce Good	Summer Fun – Engineering	\$30.00/hour
Stephanie Hogan	Summer Fun – Engineering Student Coach	\$ 8.90/hour
Theresa Holton	Summer Fun – Tennis	\$26.00/hour
Michael Lechniak	Summer Fun – Computer	\$26.00/hour
Denise Matulis	Summer Fun – Asst. Coach – Tennis	\$18.00/hour
Christie Patterson	Summer Fun – Technology	\$26.00/hour
Robert Relyea	Summer Fun – Engineering Student Coach	\$ 8.40/hour
Garrett Szagola	Summer Fun – Driver Education	\$26.00/hour
Diane Villotti	Summer Fun – Cooking	\$23.00/hour
Thomas White	Summer Fun – Engineering Student Coach	\$ 8.40/hour

Joseph Acquaviva	South/Assistant Swim Coach	\$13.90/hour
Matthew Cummiskey	Barclay/Summer Crew	\$ 8.40/hour
Shane Degnan	Linden/Summer Crew	\$ 8.40/hour

Michael Cox	South/Soccer	Head Coach	\$23.00/hour
Thomas Kurt Godfrey	South/Volleyball	Asst. Coach	\$18.00/hour
Stephanie Keer	South/Volleyball	Asst. Coach	\$18.00/hour
Ulana Keer	South/Volleyball	Head Coach	\$23.00/hour

Danielle Norris	West/Unami/Field Hockey	Head Coach	\$23.00/hour
Kristy Stryjak	West/Unami/Field Hockey	Head Coach	\$23.00/hour
Dana Anderson	West/Unami/Field Hockey	Asst. Coach	\$18.00/hour
Stephanie Cooper	West/Unami/Field Hockey	Asst. Coach	\$18.00/hour
Shannon Dougherty	West/Unami/Field Hockey	Asst. Coach	\$18.00/hour
Colleen Kempf	West/Unami/Field Hockey	Asst. Coach	\$18.00/hour
Brittany Meyer	West/Unami/Field Hockey	Asst. Coach	\$18.00/hour

Kali Rundle	West/Unami/Field Hockey	Asst. Coach	\$18.00/hour
Amber Steigerwalt	West/Unami/Field Hockey	Asst. Coach	\$18.00/hour
Kimberly Underkoffler	West/Unami/Field Hockey	Asst. Coach	\$18.00/hour
Katherine Walsh	West/Unami/Field Hockey	Asst. Coach	\$18.00/hour
Sarah Adcock	West/Unami/Field Hockey	Student Coach	\$ 8.90/hour
Samantha Bodo	West/Unami/Field Hockey	Student Coach	\$ 8.90/hour
Alison Davis	West/Unami/Field Hockey	Student Coach	\$ 8.90/hour
Madison Decker	West/Unami/Field Hockey	Student Coach	\$ 8.40/hour
Lauren Dougherty	West/Unami/Field Hockey	Student Coach	\$ 8.40/hour
Julia Formicola	West/Unami/Field Hockey	Student Coach	\$ 8.90/hour
Emily Guckavan	West/Unami/Field Hockey	Student Coach	\$ 8.90/hour
Kaleigh Lingman	West/Unami/Field Hockey	Student Coach	\$ 8.90/hour
Stephanie Litzenberger	West/Unami/Field Hockey	Student Coach	\$ 8.90/hour
Alexa Milanesi	West/Unami/Field Hockey	Student Coach	\$ 8.90/hour
Jenna Richardson	West/Unami/Field Hockey	Student Coach	\$ 8.90/hour
Ava Self	West/Unami/Field Hockey	Student Coach	\$ 8.40/hour
Cadera Smith	West/Unami/Field Hockey	Student Coach	\$ 8.40/hour
Kaitlin Varallo	West/Unami/Field Hockey	Student Coach	\$ 8.90/hour
Gabrielle Villa	West/Unami/Field Hockey	Student Coach	\$ 8.90/hour
Martin Corcoran	East/Boys Basketball	Asst. Coach	\$18.00/hour
Erik Henrysen	East/Boys Basketball	Head Coach	\$23.00/hour
James Katasak	East/Boys Basketball	Asst. Coach	\$18.00/hour
Anthony Magallanes	East/Boys Basketball	Asst. Coach	\$18.00/hour
Brian Yannarella	East/Boys Basketball	Asst. Coach	\$18.00/hour
Amy Bader	South/Boys Basketball	Asst. Coach	\$18.00/hour
William Barrett	South/Boys Basketball	Student Coach	\$ 8.90/hour
Jason Campbell	South/Boys Basketball	Head Coach	\$23.00/hour
Kevin Dougherty	South/Boys Basketball	Asst. Coach	\$18.00/hour
Brad Helsel	South/Boys Basketball	Asst. Coach	\$18.00/hour
Matt Timmins	South/Boys Basketball	Head Coach	\$23.00/hour
Abe Hughes	West/Boys Basketball	Asst. Coach	\$18.00/hour
Zachary Marttila	West/Boys Basketball	Asst. Coach	\$18.00/hour
Jason Matussek	West/Boys Basketball	Asst. Coach	\$18.00/hour
Adam Sherman	West/Boys Basketball	Head Coach	\$23.00/hour
Jaclyn Gordon	East/Girls Basketball	Asst. Coach	\$18.00/hour
Julia Osbeck	East/Girls Basketball	Head Coach	\$23.00/hour
Elizabeth Potash	East/Girls Basketball	Head Coach	\$23.00/hour
Amy Bader	South/Girls Basketball	Asst. Coach	\$18.00/hour
Gary Christian	South/Girls Basketball	Asst. Coach	\$18.00/hour
Samantha Clevens	South/Girls Basketball	Student Coach	\$ 8.90/hour
Patricia DeCesare	South/Girls Basketball	Student Coach	\$ 8.90/hour
Courtney Dietzel	South/Girls Basketball	Student Coach	\$ 8.90/hour
Taylor Dunn	South/Girls Basketball	Asst. Coach	\$18.00/hour

Chloe Entenberg	South/Girls Basketball	Student Coach	\$ 8.90/hour
Beth Mattern	South/Girls Basketball	Head Coach	\$23.00/hour
Kaley Smith	South/Girls Basketball	Student Coach	\$ 8.90/hour
Jordan Vitelli	South/Girls Basketball	Student Coach	\$ 8.90/hour
Rick Weeks	South/Girls Basketball	Asst. Coach	\$18.00/hour

DRIVERS/EAs – END OF SCHOOL YEAR SPECIAL EDUCATION PROGRAM

Van Drivers listed below will receive \$17.10/hour

James Duckett
 Gunther Graber
 Elizabeth Lacey-Osler

Transportation Educational Assistants listed below will receive \$13.87/hour

Charles Abert	Jenine Pinto
Thomas Beahm	Thomas Queroli
Alan Bergson	Wendy Raub
Marie Boccella	Stacey Romeo
Joanne Duffield	James Rourke
Addison Edmunds	Richetta Smith
Kevin Harrison	Rachelle Stezler
Jamie Harvey	Judy Towsey
Amy Krewson	Rachelle VanDeventor
Joan Major	Evelyn Walsh
Brian Morris	George Williams
Marcia Newman	

Bus Drivers listed below will receive their current rate of pay

Gale A'Harrah	Amanda Latchum
Thomas Baker	Helena McCabe
Charles Beaver	Charles Mendenhall
Robert Brown	Christopher Mosz
Richard Burd	Barbara Moyer
Catherine Colbeth	Martin Overington
James Creighton	Robert Owens
Jane Dittmar	Tricia Rigous
Barbara Dovidio	Raymond Rogers
John Fuhr	Martin Ryan
George R. Herion	Tina Shull
Stephen Jones	Howard C. Stratton
Donna Kirner	Joan Walsh
Ivan Kooker	Arlene Wetherill
Charles G. Kroll	John Whiteman

Motion Approved 5-0.

STUDENT ITEMS

Tuition Student

Motion by Stephen Corr, supported by James Duffy, to approve Shannon Kennedy to remain at Central Bucks High School – South for the 2014-2015 school year as a tuition student.

Motion Approved 5-0.

Foreign Exchange Student

Motion by Stephen Corr, supported by James Duffy, to approve the placement of a Foreign Exchange Student at Central Bucks High School – South for the 2014-2015 school year.

Motion Approved 5-0.

School Trips

Motion by Stephen Corr, supported by James Duffy, to approve the following student trips:

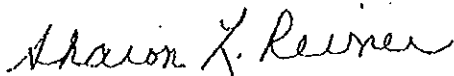
- CB East Patriot Players to travel to New York on October 29, 2014
- CB East Choir and Orchestra to travel to Washington, D.C. and Baltimore, MD on April 16-19, 2015
- CB West Marching Band and Jazz Band to travel to Norfolk, VA on April 23-26, 2015
- CB South Choir to travel to Washington, D.C., Annapolis, MD, Rehoboth Beach, DE, and Baltimore, MD on April 30-May 1, 2015

Motion Approved 5-0.

There being no further business before the Board, motion by John Gamble, supported by Stephen Corr, to adjourn at 8:00 p.m.

Motion Approved 5-0.

Respectfully submitted,



Sharon L. Reiner
Board Secretary

CENTRAL BUCKS SCHOOL DISTRICT
Finance Committee Minutes
May 21, 2014

Committee Members Present

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

Other Board Members and Administrators Present

Steve Corr
Paul Faulkner

Dave Matyas, Business Administrator
Susan Vincent, Director of Finance

Dr. Dave Weitzel, Superintendent
Ken Rodemer, Assistant Director of Operations

Committee Members Absent

The Finance Committee meeting was called to order at 7:15 p.m. by Jerel Wohl, Chairperson

PUBLIC COMMENT

Two member of the public were present.

APPROVAL OF MINUTES

The April 16, 2014 Finance Committee meeting minutes were accepted as presented.

INFORMATION/ DISCUSSION/ACTION ITEMS

2014-15 Budget – A brief budget presentation was given with some minor updates from the April Board presentation. There are no changes to the bottom line revenues or expenses since April. The district did receive notification from the Pennsylvania Department of Education (PDE) that it would receive an additional \$290,000 from the state in gambling rebates to help offset real estate taxes for homestead and farmstead properties. While this additional funding will increase state revenues by \$290,000, it will reduce local real estate tax collection by the same amount. The additional gambling rebates will have a positive impact on homeowners. The proposed 1.06% millage increase, equates to an additional \$52 in taxes for the typical home owner in CBSD, but after realizing a \$9 real estate tax reduction due to the increased gambling rebate, the actual increase is \$43 or about 0.9% tax increase.

Discussion also took place regarding the governor's proposed budget as state revenues may be \$1B or more short of original projections. The governor is also proposing to use several sources of non-recurring revenue to increase school district funding for 2014-15. If the governor is not able to provide the full increased allocation planned for CBSD of about \$1.25M, the district has several tools it can use to absorb the reduced state funding. The 2014-15 budget has a contingency of \$490,000, potential expense reductions can be managed throughout the year, local revenue projections are conservative so they may exceed the budgeted amount, and the district could also reduce budgeted transfers into capital accounts.

Discussion took place over the amount of funds in district capital reserves and fund balance. The district has about \$18.5M in the general fund balance with about \$25M in other capital funds (technology, transportation, short and long term capital, OPEB, and self-insured health care as of June 30, 2013). The district has about \$73k set aside for future debt pay off (after withdrawing \$73M to pay off debt in June of 2013) with the goal of accumulating \$60M to pay off more debt in the future. A question was also asked how much principal is paid off each year? About \$17M in principal payments and \$8M in interest

payments are made each year. These amounts will be reduced in future years due to pre-payment of debt in 2011 and 2013.

The committee questioned to re-confirm that there were no program cuts or increases to class size proposed in the 2014-15 budget.

The committee agreed to move forward with the final budget presentation on May 27th.

Update on Contracting for Food Services – Due to the changes scheduled for the 2014-15 school year by the Healthy Hunger-Free Kids Act, the school district must adopt a new food service contract after four years instead of the normal five year cycle. An overview of the food service company evaluation process was presented. PDE requires school districts evaluate eight major categories but does not specify the criteria to be used in the evaluation. Administration will evaluate the four criteria that are financially based, while an evaluation committee will review the four remaining categories that are more subjective in nature.

The food service companies will deliver their proposals on May 30th. The district will prepare review materials for the evaluation committee by June 5th. The evaluation committee should complete its work by June 11th. Administration will prepare a summary of the evaluation and make a recommendation to the finance committee on June 18th. The school board can then consider a new food service contract, pending solicitor review, on June 24th.

District Depositories – A list of financial institution was presented to the committee that the district intends to work with during 2014-15. The banks financial positions have been reviewed to make sure they are a reasonable risk for deposits and their financial performance will be reviewed quarterly.

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

Policy 810.3 Audio and Video Recordings on School Vehicles – A new Pennsylvania School Boards Association policy was reviewed with the committee. This is a new policy due to recent legislation making it legal across Pennsylvania to record audio and video on school vehicles if proper signage is in place. Prior to this law, school districts had to get approval from the local district attorney.

The committee asked how long a recording is maintained on the bus video system? The recordings typically can be held for about two weeks. Is the saved recording time reduced if the bus is used for field trips and sports trips? Yes, the recordings can be reduced to less than two weeks depending how many hours per week a bus is in service. The records are limited to the size of the hard drive on the bus recording system.

The committee recommended notification of the policy to parents is done through the yearly bus stop notification post card, via the student hand book embedded in the school calendar, and in the transportation section of the district website in lieu of a special letter sent to parents each year.

The committee directed that the new policy be placed on the school board agenda for consideration.

Lease of District Owned Farmland - Central Bucks School District owns approximately 40 acres along Anderson Road in Buckingham Township (tax parcel number 6-14-62). Mr. Stepnoski has been leasing this property from the district. The new lease would start April 2014 and end March 31, 2019. The lease can renew for one-year terms after the initial five years unless either party gives 90 days written notice. The prior lease was for \$30 per acre.

New payments will be \$50 per acre:

- \$2,000 September 1, 2014
- \$2,000 February 1, 2015
- \$2,000 February 1, 2016
- \$2,000 February 1, 2017
- \$2,000 February 1, 2018

In addition, Mr. Stepnoski agrees to comply and implement, at his expense, the best practices and recommendations of the Bucks County Conservation District to protect top soil, minimize soil erosion, and properly manage watershed.

The committee agreed to place this item on the school board agenda for consideration.

Accept the PDE Rebate from the 2013 Debt Defeasement - In June of 2013 the school board approved a debt defeasance plan. This plan used approximately \$73M to buy US government securities and place the securities in escrow accounts. Interest from the escrow accounts along with the original principal amount will be used to pay future bond principal and interest payments associated with school construction and renovation. The escrow accounts will also pay off a portion of the existing bond principal amounts outstanding upon reaching the bond call dates. The \$73M deposit into escrow will allow for a \$85.9M reduction in payments over the life of the district's bonds due to the elimination of future principal and interest payments because outstanding debt will be paid ahead of schedule.

The bond defeasance plan will reduce annual principal and interest expenses in the general fund budget for the life of the outstanding bond issues. The reduction in debt expense will help the district pay for the projected increase in Pennsylvania School Employees Retirement System (PSERS) expenses without maximum real estate tax increases each year. PSERS expenses are expected to increase by 83% over the next 6 years. Current PSERS expenses of approximately \$10M per year are expected to increase to \$19.4M by fiscal year 2019-20 assuming minimal wage inflation during that time period.

A second benefit of the school district's prepayment of debt is that the state will also see a savings. The state reimburses the district for a portion of our debt payments. Since future principal and interest payments will be lower, the state will not need to reimburse CBSD as much as originally anticipated. As a result of the prepayment of principal and state savings, PDE will send \$2,329,991.56 to the district on May 29th, 2014. This is the present value of future payments the state would have made to the district if CBSD had not prepaid some of the outstanding bond debt.

The PLANCON K document communicates the financial aspects of the debt defeasance to PDE. From this submission, PDE calculated the exact amount of reimbursement CBSD will receive: \$2,329,991.56

The committee discussed where it could place the one-time state reimbursement. A question was asked if the reimbursement could be used to eliminate the proposed tax increase? It could be used to eliminate the tax increase but caution was advised since the reimbursement was a one-time source of state funding and will not help to eliminate future budget deficits. The committee directed administration to place the state reimbursement in the technology capital fund to help replenish it from the expenses associated with the secondary schools wireless network project. Funding can be reallocated to other capital funds in the future upon a vote by the school board.

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

ADJOURNMENT

The meeting adjourned at 8:20 p.m.

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



BUCKS COUNTY INTERMEDIATE UNIT # 22

CALL TO ORDER

The Bucks County Intermediate Unit Board of School Directors conducted its regularly scheduled meeting on Tuesday, May 20, 2014 at 7:00 PM, at the Bucks County Intermediate Unit #22 Administration Building located at 705 N. Shady Retreat Road, Doylestown, Pennsylvania, and notice of the meeting was duly given to the newspapers and to the public as required by law.

PLEDGE OF ALLEGIANCE

The meeting began with the pledge of allegiance, which was led by Mr. Michael Hartline and the Board of School Directors.

ROLL CALL ATTENDANCE

Members

Mr. Michael Hartline, President (Centennial)
Mrs. Pamela Strange (Bensalem Township) *Telephone*
Mr. John D'Angelo (Bristol Borough)
Mr. Stephen Corr (Central Bucks) *Telephone*
Mrs. Susan Cummings (Neshaminy) *Telephone*
Mrs. Sandra Weisbrot (New Hope/Solebury)
Mrs. Ada Miller (Pennridge)
Mr. Christopher Cridge (Pennsbury)
Mrs. Fern Strunk (Quakertown)

ABSENT:

Members

Mrs. Helen Cini (Bristol Township)
Mrs. Patricia Sexton, Vice President (Council Rock)
Mrs. Wanda Kartal (Morrisville)
Mrs. Carol Clemens (Palisades)

OFFICERS:

Executive Director

Deputy Executive Director

Treasurer

Secretary

Dr. Barry J. Galasso

Dr. Michael Masko

Mrs. Paula Harland

Mrs. Elizabeth Bittenmaster

PRESENTATION – Ms. Marguerite Vasconcellos made a presentation on May is “Better Speech and Hearing Month”.

PROGRAMS & SERVICES MINI REPORT – Dr. Mike Masko provided the mini report on the Non-Public Program.

SPECIAL EDUCATION MINI REPORT – Ms. Marguerite Vasconcellos made a presentation on BCIU Related Services in Speech and Hearing.

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

PUBLIC PARTICIPATION – Ms. Beth Teitelman thanked the Board of School Directors for their support.

Upon a motion by Mr. Christopher Cridge, seconded by Mrs. Sandy Weisbrot, and passed by unanimous voice vote by nine (9) Board Members, the Board approved items #1-25:

APPROVAL OF MINUTES

Approved the minutes from the April 15, 2014 Board Meeting. (Refer to Minutes in May 20, 2014 Board Agenda).

APPROVAL OF TREASURER’S REPORT

Approved the Treasurer’s Report for the period of July 1, 2013* through April 30, 2014. (Refer to Report in May 20, 2014 Board Agenda).

APPROVAL OF BILLS FOR PAYMENT

Approved the Bills for Payment for the month of April 2014. (Refer to Report in May 20, 2014 Board Agenda).

APPROVAL OF BUDGET REVISIONS

Approved the following Budget Revision: 2013-2014 Title I Neglected in the amount of \$97,100 for the period from July 1, 2013 through June 30, 2014. (Refer to Budget Summary in May 20, 2014 Board Agenda).

APPROVAL OF GENERAL FUND AND SPECIAL REVENUE FUND TRANSFERS

Approved the General Fund and Special Revenue Fund Transfers for April 2014 in the amount of \$97,357. (Refer to Report in May 20, 2014 Board Agenda).

APPROVAL OF AGREEMENT

Approved the 2013-2014 Special Education Service Contract with Bristol Borough School District in the amount of \$1,017,000 for the period of July 1, 2013 to June 30, 2014. (Refer to Agreement in May 20, 2014 Board Agenda).

APPROVAL OF ADDITIONAL SERVICES

Approved the 2013-2014 Early Childhood Private Provider Additional Services for the period of July 1, 2013 through June 30, 2014 in the amount of \$41,000 as follows:

Delta-T Group	\$5,000.00
Gamut Early Intervention (Stud. Increase)	30,000.00
Language Services	4,000.00
St. Paul's Preschool (Stud. Increase)	2,000.00
Total:	<u>\$41,000.00</u>

APPROVAL OF AGREEMENT

Approved the agreement with Instructure, Inc., for consortium pricing for Canvas LMS user accounts, pending solicitor approval, and approved the purchase of 200 Canvas User Accounts from Instructure, Inc., for the Bucks County Intermediate Unit #22 Programs and Services use, pending solicitor approval for the period of May 20, 2014 through June 30, 2017 in the amount of \$5,100 for 2014-15; \$1,050 for 2015-2016; and \$1,104 for 2016-17. (Refer to Agreement in May 20, 2014 Board Agenda).

APPROVAL OF AGREEMENT

Approved the agreement with Centennial School District to purchase Canvas LMS User Accounts through Instructure, on the district's behalf, pending solicitor approval for the period of June 1, 2014 through June 30, 2017 in the amount of \$17,560 for 2014-15; \$20,160 for 2015-16 and \$21,197 for 2016-17. (Refer to Agreement in May 20, 2014 Board Agenda).

APPROVAL OF AGREEMENT

Approved the Special Education Extended School Year (ESY) Program Private Provider Agreement with Pediatric Therapeutics in the amount of \$16,000 for the period of June 30, 2014 to August 8, 2014. (Refer to Agreement in May 20, 2014 Board Agenda).

APPROVAL OF MEMORANDUMS OF UNDERSTANDING

Approved the Memorandums of Understanding (MOUs) with LaSalle University to offer two graduate level academic programs beginning on May 1, 2014 with automatic annual renewals for revenues that will be allocated between LaSalle University and the BCIU per the terms of the agreement. (Refer to Agreement in May 20, 2014 Board Agenda).

APPROVAL OF CONTRACT

Approved the Special Education Service Contract with Philadelphia School District for the period from July 1, 2013 through June 30, 2014 for revenue in the amount of \$16,199. (Refer to Contract in May 20, 2014 Board Agenda).

APPROVAL OF CONTRACT

Approved the Contract with First Student, Inc. for Transportation Services for the period of July 1, 2014 through June 30, 2019 for an estimated cost of \$2,716,250 for 2014-2015. (Refer to Contract in May 20, 2014 Board Agenda).

APPROVAL OF RESOLUTION

Approved the PA Department of Education Resolution to Execute Agreements Electronically (e-Signatures).

APPROVAL OF AGREEMENT

Approved the Agreement with Linda M. Nelson (ARL) for Consulting Services for the period of May 20, 2014 to September 30, 2014 for an amount not to exceed \$19,000. (Refer to Agreement in May 20, 2014 Board Agenda).

APPROVAL OF AGREEMENT

Approved the 2014-2015 Early Childhood Services Provider Agreements for the period of July 1, 2014 to June 30, 2015 in the amount of \$1,401,151 as follows:

Barc (Itinerant Services)	\$176,210.00
Barc (Related Services)	744,496.00
Pediatric Therapeutics (OT, PT and Speech)	465,445.00
Donna Walsh	\$15,000.00
Total	<u>\$1,401,151.00</u>

APPROVAL OF CONTRACTS AND PURCHASES

Approved the following contracts and purchases for month of May 2014 in the total amount of \$432,260.37:

Vendor	Description	Budget	Amount
<u>Contracts</u>			
Advanced Audio Visual Sales	Service Agreement for Tech Support & On Site Service for AV Systems from June 21, 2014 through June 20, 2015	Technology Services	\$5,000.00
Apex Elevator Inspection	Certified Third Party Three Year Periodic Hydraulics Testing June 2014	Facilities Services	110.00

Board Approved June 17, 2014

Colleen Anzio	Presenter Fees for Eight (8) for Credit Courses During Summer 2014 Semester; Seven (7) Courses @ \$2400.00 & One (1) Course @ \$1,600.00 Each	Local In-Service	18,400.00
Michael Bielawski	Presenter Fees for Three (3) for Credit Courses During Summer 2014 Semester @ \$2,400.00 Each	Local In-Service	7,200.00
Rhonda Bielawski	Presenter Fees for Two (2) for Credit Courses During Summer 2014 Semester @ \$2,400.00 Each	Local In-Service	4,800.00
CM3 Building Solutions	Remove, Replace & Dispose of Main Control Board on AHU #3	Facilities Services	2,273.00
Diane Menago Associates	Presenter Fees for Two (2) for Credit Courses During Summer 2014 Semester @ \$2,400.00 Each	Local In-Service	4,800.00
ePlus Technology, Inc.	36 Month Extension to Existing Network Monitoring Contact @ \$181.00/month	Technology Services	6,516.00
Richard Gallagher	Presenter Fees for Eight (8) Workshops During Summer 2014 Semester @ \$600.00 Each	Local In-Service	4,800.00
K12 Insight	Subscription to Let's Talk! Platform Base Fee Plus \$1.00 per 2,900 Students	Early Intervention	8,900.00
Julie Eastburn	Presenter Fee for Math Practice Standards Workshop at Our Lady of Grace on May 2, 2014	Federal Programs	400.00
MAP Educational Consultants, LLC	Additional Consulting Services	Professional Development	20,000.00
MAP Educational Consultants, LLC	Additional Consulting Services	Federal Programs	1,500.00
Dr. George Mehler	Presenter Fee for Title 1 Workshop on May 31, 2014	Title 1 Non Public	600.00
SOS Group, Inc.	Maintenance Services for BCNU from July 15, 2014 through June 30, 2015	Facilities Services	59,408.80
Storage Concepts, Inc.	Relocation of ECS High Density Filing	Early Intervention	4,762.00
Storage Concepts, Inc.	Purchase, Install & Outfit High Density Filing System for Special Education	MA Administrative Claims	18,979.42
Tony Vincent	Presenter Fee for Title 1 Workshop on June 16, 2014	Federal Programs	3,500.00
Angela Watters	Presenter Fee for Title 1 Workshop on May 31, 2014	Title 1 Non Public	600.00
Dr. Kim Shienbaum	Presenter Fees for Three (3) for Credit Courses During Summer 2014 Semester; Two (2) Courses @ \$2400.00 & One (1) Course @ \$1,600.00 Each	Local In-Service	6,400.00
Josh Stein	Presenter Fees for Five (5) for Credit Courses During Summer 2014 Semester @ \$2,400.00 Each	Local In-Service	12,000.00
Sandra Cislo	Presenter Fees for PDE Federal Coordinators Trainings on September 23, 2014, March 5, 2015 & May 21, 2015	Federal Programs	2,100.00

Board Approved June 17, 2014

Academic Consulting & Training	Presenter Fees for PDE Federal Coordinators Trainings on September 23, 2014, March 5, 2015 & May 21, 2015	Federal Programs	3,000.00
William Yerger	Presenter Fees for Four (4) for Credit Courses During Summer 2014 Semester; Two (2) Courses @ \$800.00; One (1) One (1) Course @ \$1,600.00 & One (1) Course @ \$2,400.00	Local In-Service	5,600.00
Sub-Total			\$201,649.22
Vendor	Description	Budget	Amount
<u>Purchases</u>			
Apple Computer Inc.	Additional Computer Supplies	Technology Services	\$3,000.00
Apple Computer, Inc.	120 iPad Air, 32 GB with Wi-Fi & Ten (10) iPad Minis w/Retina, 32 GB along with \$15,000 Volume Purchase Apps Voucher	Early Intervention	89,270.00
CDW Government	950 Brenthaven Collins Sleeves @ \$22.36 each	Capital Projects	19,164.93
Curriculum Associates, LLC	Twenty four (24) Brigance Early Childhood Test Kits & Two (2) Days On Site Training	Early Intervention	2,077.07
Curriculum Associates, LLC	Sixty (60) Brigance Early Childhood Testing Materials	Special Education	13,044.27
Dell Computers	Additional Computer Supplies	Early Intervention	12,383.28
Dell Computers	Eighty (80) VLA Captivate Licenses	Technology Services	14,000.00
Kurzweil/Intellitools, Inc.	Ten (10) Licenses - K3000 W13 Literacy Support Software	Instructional Materials	10,199.80
River Valley Recreation	Four (4) Square Outdoor Tables per CoStars Pricing	IDEA	5,965.00
Scholastic	Math Reads Whole School Kits & Do The Math Small Group Intensive Intervention Kits w/ Eight (8) Licenses	Facilities Services	5,245.79
Rifton Equipment	Various Stenders and Chairs with Accessories for Use by MDS Students	Special Education	12,489.00
GripCase, LLC	20 Black GripCases & Stands for iPad Air & Ten (10) Black GripCases for iPad Minis	Early Intervention	24,770.25
SolarWinds	Help Desk License Annual Renewal for up to 20 Users through July 2015	Early Intervention	4,978.01
SolarWinds	Virtualization, Network Configuration & Firewall Security Manager Licenses with 1st year Maintenance	Technology Services	2,260.00
		Technology Services	11,763.75
Sub-Total:			\$230,611.15
Grand Total:			\$432,260.37

APPROVAL OF COOPERATIVE PURCHASING GROUP BID

Approved the following Bucks County Schools Cooperative Purchasing Group Bid #14-110 - Vehicle Fuels.

At the September 17, 2013 Board meeting, the Board gave permission to the Fuel Bid Committee to give official award notification to vendor(s) immediately following the review meeting and at later dates for firm price lock-ins. The review meeting attendees consisted of representatives from the following LEA's: Bensalem, Central Bucks, Council Rock, Neshaminy, New Hope/Solebury, Palisades, Pennridge, Pennsbury, Quakertown, Upper Bucks County Technical School and BCIU#22. After consideration of all bids by the review committee, and having Board permission, the award was made to the following vendors:

<u>Option #3 fixed differential - Locked in April 25, 2014</u>		<u>Price Per Gallon</u>
Unleaded Gasoline < 6,000 gal.	Shipley Energy	\$3.1159/gallon
Unleaded Gasoline > 6,000 gal.	Petroleum Traders	\$2.7681/gallon
Ultra Low Sulfur Diesel B-2 < 6,000 gal.	PAPCO, LLC	\$3.2582/gallon
Ultra Low Sulfur Diesel B-2 > 6,000 gal.	PAPCO, LLC	\$3.0582/gallon

<u>Option #1 Floating prices</u>		<u>Differential/Gallon</u>
Unleaded Gasoline < 6,000 gal.	Superior Plus	0.1594
Unleaded Gasoline > 6,000 gal.	Shipley Energy	-0.0110
Ultra Low Sulfur Diesel B-2 < 6,000 gal.	PAPCO, LLC	0.1644
Ultra Low Sulfur Diesel B-2 > 6,000 gal.	Petroleum Traders	-0.0111
Ultra Low Sulfur Diesel B-5 < 6,000 gal.	PAPCO, LLC	0.1723
Ultra Low Sulfur Diesel B-5 > 6,000 gal.	Petroleum Traders	-0.0103

Floating bid price is based on the weekly Oil Pricing Information Service (OPIS) plus a fixed "differential". Floating prices will be available after the purchase of the committed gallons at the fixed price.

APPROVAL OF ADDENDUM TO CONTRACT

Approve the Addendum to Source4Teachers Contract to enhance the revenue structure and reducing the overall costs for the Intermediate Unit for the period of July 1, 2014 through June 30, 2018 (Refer to Addendum in May 20, 2014 Board Agenda).

APPROVAL OF AGREEMENT

Approve the Agreement with K12 Insight, LLC for the IU to market and promote the "Let's Talk" product to PA Intermediate Units and School Districts outside of Bucks County during the period of May 20, 2014 through June 30, 2018 for revenue outlined in the terms of the agreement. (Refer to Agreement in May 20, 2014 Board Agenda).

APPROVAL OF AGREEMENT

Approved the Agreement with the National Institute for School Leadership (NISL) to provide training for the PA Academic Recovery Liaisons for the period of April 23, 2014 to September 30, 2014 for an amount not to exceed \$33,000. (Refer to Agreement in May 20, 2014 Board Agenda).

APPROVAL OF INTRODUCTORY READING TO BOARD POLICY

Approved the Introductory Reading of Amendment to Board Policy #113.2 - Behavior Support. (Refer to Policy in May 20, 2014 Board Agenda).

APPROVAL OF INTRODUCTORY READING TO BOARD POLICY

Approved the Introductory Reading of Amendment to Board Policy #5340.3 - Hospitalization and Medical Insurance. (Refer to Policy in May 20, 2014 Board Agenda).

APPROVAL OF DATE FOR JULY BOARD MEETING

Approved to change the date for the July Board Meeting from July 15, 2014 to July 22, 2014.

APPROVAL OF VARIOUS HUMAN RESOURCES ITEMS

Approved the various Human Resources items (a through f) for May 2014 (Refer to attached report dated May 20, 2014).

INFORMATION ITEMS -- (1) Draft 2014-2015 Comprehensive Annual Budget
(2) Mr. Jack Brady provided his Legislative Report

OLD BUSINESS -- None

NEW BUSINESS -- None

PUBLIC PARTICIPATION - None

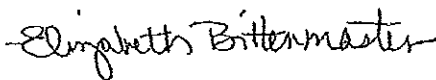
ADJOURNMENT

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

The meeting adjourned at 7:46 PM.

NEXT MEETING

The next regularly scheduled meeting of the Bucks County Intermediate Unit Board of School Directors is: Tuesday, June 17, 2014 at 7:00 PM at the Bucks County Intermediate Unit #22 Administration Building, 706 N. Shady Retreat Road, Doylestown, PA 18901.



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

MIDDLE BUCKS INSTITUTE OF TECHNOLOGY
EXECUTIVE COUNCIL MINUTES
May 12, 2014

- I. The regular meeting of the MBIT Executive Council was convened on Monday, May 12, 2014, at 5:30 p.m. by Dr. Bill Foster, Vice 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

Mrs. Susan Atkinson, New Hope Solebury S.D.
Dr. Bill Foster, Council Rock S.D.
Mr. John Gamble, Central Bucks S.D.
Mrs. Betty Huf, Centennial S.D.
Mr. Joseph Jagelka, Central Bucks S.D.
Mrs. Jane Schrader Lynch, Centennial S.D.
Mrs. Kelly Unger, Central Bucks S.D. (Arrived 5:35 p.m.)

Absent

Mr. Mark Byelich, Council Rock S.D.
Mr. Charles Kleinschmidt, Centennial 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 Ms. Gina Boccella, Health Occupations Teacher, Mr. Paul Carney, Welding Technology Teacher, Mr. Mark Gage, Culinary Arts Teacher, Mr. Michael McCombe, Culinary Arts Teacher, Mrs. Marsha Moyer, Health Sciences Teacher, Mrs. Lise Rich, Early Childhood Care and Education Teacher, Mr. Robert Schwarz, Automotive Technology Teacher, Mrs. Pamela Swoyer, Worked Based Education/SkillsUSA Advisor, Mr. Michael Sykes, Building Trades Occupations Teacher and Mr. Christopher Tully, Multimedia Technology Teacher. There were also several students that were being recognized as competition winners and their families in attendance.
- III. Dr. Foster announced that we have waited for about a year or more to refinance some bonds and the market finally came our way. By refinancing those bonds, we have \$660,000 that allows us to affect some important capital improvements like transformer replacements and HVAC repairs. He thanked Mr. Vining and the facilities staff for identifying these needs and to everyone involved; it makes a big difference to the running of MBIT.

Dr. Foster reported that we have just completed NOCTI exams. Over 230 students sat for the exams. They are big exams that take a couple of hours. There is a 2 to 4 hour performance component where you really show what you can do. To make that happen, we have to have members of our Occupational Advisory Committees act as judges. He thanked them for volunteering their time and expertise to do the judging.

Dr. Foster continued that tonight we will be recognizing the MBIT students and their Program of Study for the skill competitions this year. We are going to have the opportunity to meet the families and the folks that play an important role in supporting the students in these programs. He thanked the teachers who joined us at the meeting tonight who have created the opportunities for these children and for the success in these competitions in addition to the students' hard work.

Finally, our annual Senior Recognition Ceremony will be held on Thursday, June 12th at 6:30PM at William Tennent High School. He asked that everyone please come.

Dr. Foster added that Mr. Kleinschmidt, Chairperson of the Executive Council, is away because his son is getting married.

- IV. Mrs. Huf moved, Mr. Jagelka seconded, passed 5 ayes, 0 nays, and 2 abstentions (Mr. Gamble and Mrs. Schrader Lynch were not present at the meeting) to approve the minutes of the April 14, 2014 meeting. Attachment 1 (pg. 1-1)

V. Routine Business:

A. Administrative Report

1. Mrs. Strouse said the fact that so many people were in attendance at the meeting is quite an example of what our students have accomplished this year. She said we have a lot of students to recognize this evening who have placed first, second or third in their district, state and program related competitions. She asked the teaching staff in attendance to stand up and said they do an awful lot to help the students learn their skills so they can compete.

Mrs. Pamela Swoyer provided an overview of the local, District II, State and National competitions. She explained our district consists of three counties including Bucks, Montgomery and Delaware. If students achieve a gold medal at the district level, they move on to states. Our state has eleven districts, and we are District II. To earn a medal at our district competitions or to get to the state competitions is a huge accomplishment. Our district has some of the best technical schools across the state. In order to move on to Nationals, they must place first in the state. There are nine students moving on to the National competitions in Kansas City, which is the largest group of students we have ever taken. Each of the competition winners were introduced and presented with a certificate of recognition by Dr. Foster and Mrs. Strouse. Attachment 2 (pg. 2-1)

2. Mrs. Marsha Moyer provided an overview of the HOSA State competitions. She introduced each of the competition winners and said that all of the students will be going on to compete at Nationals being held in Orlando, Florida. Ms. Boccella, Mrs. Strouse and Dr. Foster presented each student with a certificate of recognition for their accomplishments. Attachment 3 (pg. 3-1)
 3. Mr. Paul Carney provided an overview of the American Welding Society (AWS) Competition. He introduced the two students who placed at the competition. Dr. Foster and Mrs. Strouse presented each student with a certificate of recognition for their accomplishments. Mr. Carney added that the students won close to \$1,000 in gifts (helmets, equipment etc.) and a certification certificate for \$250. Attachment 4 (pg. 4-1)
 4. Mr. Christopher Tully shared that he was forwarded an article about the Bucks County Computer Fair that mentioned our students swept the competition. He said it is a true testament to the value of the education they are getting here, but most importantly to what they actually did at the competition. He explained there were a total of six categories. Our students participated in four categories and won first place in all four of the categories. Dr. Foster and Mrs. Strouse presented each student with a certificate of recognition. Mr. Tully announced that these students will be competing at the state level at Dickinson College in Carlisle, Pennsylvania on May 20th. He added that you can watch the projects on our YouTube channel at mmtmbit. Attachment 5 (pg. 5-1)
- B. Mrs. Huf moved, Mr. Jagelka seconded, passed unanimously to receive and file MBIT's update including activities/events, correspondence and related matters as per Attachment 6 (pg. 6-1)
- C. Committee Reports
1. Mr. Klein, Superintendent and Chairperson of the Professional Advisory Council said he had nothing to add to the report. Attachment 7 (pg. 7-1)
 2. The Building, Security and Technology Committee meeting scheduled on Tuesday, May 6, 2014 at 4:30 PM was cancelled. Mr. Joseph Jagelka, Chairperson. Attachment 8 (pg.8-1)
 3. The Program, Policy and Personnel Committee meeting scheduled on Tuesday, May 6, 2014 at 5:15 PM was cancelled. Mrs. Betty Huf, Chairperson. Attachment 9 (pg. 9-1)
 4. Mrs. Unger, Chairperson of the Finance Committee said the things that were discussed at the meeting will be reviewed tonight. Mr. Vining added that everything discussed is in the minutes. Attachment 10 (pg. 10-1)

- D. Mrs. Huf moved, Mr. Gamble seconded, passed unanimously, to approve the Cash Payments Report for April. Attachment 11 (pg. 11-1)
- E. Mrs. Huf moved, Mr. Gamble seconded, passed unanimously, to approve the Treasurer's Report for March. Attachment 12 (pg. 12-1)

VI. Current Agenda Items

A. Personnel Items

- 1. Mrs. Huf moved, Mrs. Schrader Lynch seconded, passed unanimously, to appoint Robert Vining as Treasurer for Middle Bucks Institute of Technology Executive Council for the 2014-15 fiscal year.
- 2. Mrs. Huf moved, Mrs. Schrader Lynch seconded, passed unanimously, to approve the employment of the 2014 summer staff, with statutory benefits. Attachment 13 (pg. 13-1)

B. Policies

- 1. Mr. Gamble moved, Mrs. Unger seconded, passed unanimously, to table new Board Policy No. 821, Suicide, in the Operations Section. Attachment 14 (pg. 14-1)

It was asked why we felt it necessary to include suicide in a policy. Mrs. Strouse noted that the Pennsylvania House recently passed a bill that requires schools to develop a suicide awareness and prevention policy.

C. Other Matters for Consideration

- 1. Mrs. Huf moved, Mrs. Atkinson seconded, passed unanimously, to approve the 2014-2015 Li'l Bucks Partners in Learning calendar. Attachment 15 (pg. 15-1)
- 2. Mrs. Huf moved, Mrs. Atkinson seconded, passed unanimously, to approve the 2014-2015 tuition schedule for Li'l Bucks Partners in Learning. Attachment 16 (pg. 16-1)
- 3. Mrs. Huf moved, Mrs. Atkinson seconded, passed unanimously, to reappoint Jeffrey P. Garton from Begley, Carlin and Mandio to serve as the Solicitor for the 2014-15 school year.
- 4. Mrs. Huf moved, Mrs. Atkinson seconded, passed unanimously, to reappoint Willis of Pennsylvania as the Insurance Broker for the 2014-2015 fiscal year. Attachment 17 (pg. 17-1)
- 5. Mrs. Huf moved, Mrs. Atkinson seconded, passed unanimously, to receive and file the April 3, 2014 Middle Bucks Area Vocational Technical School Authority Minutes. Attachment 18 (pg.18-1)

6. Mrs. Huf moved, Mrs. Atkinson seconded, passed unanimously, to approve the participation in and use of joint purchasing arrangements and cooperatives. Attachment 19 (pg. 19-1)
7. Mrs. Huf moved, Mrs. Atkinson seconded, passed unanimously, to authorize Administration to enter into a service agreement with Interquest Detection Canines for the 2014-15 school year, for a minimum of 6 visits at a cost of \$225.00 per half day and \$450.00 per full day. Attachment 20 (pg. 20-1)
8. Mrs. Huf moved, Mrs. Atkinson seconded, passed unanimously, to approve the renewal of the Study Island software, effective July 1, 2014 through June 30, 2015, at a cost of \$4,438.80. Attachment 21 (pg. 21-1)
9. Mrs. Huf moved, Mrs. Atkinson seconded, passed unanimously, to approve the Articulation Agreement with Delaware Valley College – Applied Horticulture/Horticultural Operations and Institutional Food Workers. Attachment 22 (pg. 22-1)
10. Mrs. Huf moved, Mrs. Atkinson seconded, passed unanimously, to approve the Articulation Agreement between Bucks County Community College and Middle Bucks Institute of Technology. Attachment 23 (pg. 23-1)
11. Mrs. Huf moved, Mrs. Atkinson seconded, passed unanimously, to approve the Articulation Agreements with Universal Technical Institute (UTI) – Automotive/Automotive Diesel and Collision Repair and Refinish Technology. Attachment 24 (pg. 24-1)
12. Mrs. Huf moved, Mrs. Atkinson seconded, passed unanimously, to approve the Memorandum of Understanding - Sheltering and Mass Care Facilities Agreement between Middle Bucks Institute of Technology and Central Bucks School District for Jamison Elementary School. Attachment 25 (pg. 25-1)
13. Mrs. Huf moved, Mrs. Atkinson seconded, passed unanimously, to accept bid proposal from Rimol Greenhouse Systems, Inc. in amount of \$11,054.28 for the Practical Environmental Landscaping program. Attachment 26 (pg. 26-1)
14. Mrs. Huf moved, Mrs. Atkinson seconded, passed unanimously, to authorize the Administrative Director and Business Manager to execute a 36 month lease with First American Education Finance on behalf of the Executive Council for computer equipment to be acquired from LAM for 55 PC's at a unit cost of approximately \$1018.00 and 68 PC's at a unit cost of approximately \$681.00. Attachment 27 (pg. 27-1)

It was asked if there was a list of the specifications on the computers. Mr. Lofacono explained that they were provided at the committee meeting prior to the board meeting.

15. Mrs. Huf moved, Mrs. Atkinson seconded, passed unanimously, authorizing the Business Manager or Administrative Director to execute a Business Associate Contract and eBill ACH Payment Agreement with United Concordia for payment of self-funded dental claims effective July 1, 2014. Attachment 28 (pg. 28-1)
 16. Mrs. Huf moved, Mrs. Atkinson seconded, passed unanimously, to approve application for and participation in PSBA Insurance Trust Better Unemployment Compensation Comprehensive Program effective July 1, 2014 and ending June 30, 2015, with renewal unless 90 day notice is given by either party. Minimum program premium is \$2665.00 and maximum premium is \$24,231.00 with maximum claims stop loss at \$72,693.00. Attachment 29 (pg. 29-1)
 17. Mrs. Huf moved, Mrs. Atkinson seconded, passed unanimously, ratifying the agreement with Constellation for natural gas basis (gas delivery) at \$0.902/DTH from July 1, 2014 to June 30, 2015. Attachment 30 (pg. 30-1)
 18. Mrs. Huf moved, Mrs. Atkinson seconded, passed unanimously, to utilize the services of the firm Asset Control Solutions, Inc. for the performance of an asset identification, inventory, and valuation for financial reporting and insurance purposes at a cost of \$7,800. Attachment 31 (pg. 31-1)
 19. Mrs. Huf moved, Mrs. Atkinson seconded, passed unanimously, to permit the Business Manager to acquire a nine passenger van through Co-Stars.
 20. Mrs. Huf moved, Mrs. Atkinson seconded, passed unanimously, to approve budget transfers. Attachment 32 (pg. 32-1)
 21. Mrs. Huf moved, Mrs. Atkinson seconded, passed unanimously, to approve the additional field trip for the 2013/2014 school year. Attachment A
- VII. Mrs. Huf moved, Mr. Gamble seconded, passed unanimously, to adjourn the May 12, 2014 meeting of the MBIT Executive Council at 6:12 PM.

Respectfully submitted,

Susan Atkinson
Secretary

Roberta Jackiewicz
Assistant Secretary