

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

April 14, 2015

The Central Bucks Board of School Directors held its meeting on Tuesday, April 14, 2015 in the Board Room of the Educational Services Center with President Stephen Corr presiding. The meeting was called to order by President Corr at 7:35 p.m., followed by the Pledge of Allegiance.

BOARD MEMBERS PRESENT

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

ADMINISTRATORS PRESENT

Dr. David Weitzel, Dr. Nancy Silvious, Dr. David Bolton, Andrea DiDio, Scott Kennedy, David Matyas, Dale Scafuro, Edward Sherretta

ALSO PRESENT

Jeffrey Garton – Solicitor, Sharon Reiner - School Board Secretary

Mr. Corr announced that the Board met in Executive Session before this meeting to discuss legal and personnel matters and also had an Executive Session via telephone on April 6, 2015 to discuss legal and personnel matters.

APPROVAL OF MINUTES

Motion by Geryl McMullin, supported by Joseph Jagelka, to approve the minutes of the March 24, 2015 school board meeting.

Motion Approved 6-0-3. (Stephen Corr, John Gamble, Jerel Wohl)

PUBLIC COMMENT

Wayne Montgomery spoke in support of Brian Hensel and reiterated his opinion on the CB West Football incident. Steve Kreider spoke about Colby Umbrell and thanked Board members for all their time spent on the CB East Stadium. Mark and Nancy Umbrell spoke about their son Colby and thanked Board members and the community for their support through the naming of the stadium process. Bruce McKissock expressed his appreciation for the Board's time working on the stadium and thanked them for their leadership in seeing the process through. Chris Kauffman commented that he would like Board members to revise the Foreign Exchange Student policy to make the standardized English Proficiency Test optional for exchange students applying to come to the Central Bucks School District.

CENTRAL BUCKS HIGH SCHOOL – EAST STADIUM

Dr. Weitzel stated that much work has gone into the decision to address the naming of the CB East Stadium. Dr. Weitzel commented that in conversations he had with the Umbrell's he told them what an incredible son they had. Dr. Weitzel thanked the CB East Stadium Committee, Mr. Lucabaugh, and the CB East school community for their support and input during this process.

Dr. Weitzel recommended the following to Board members for their consideration:

- Seeking the approval from the Board to name the CB East Stadium - "Patriot Stadium"
- Seeking the approval from the Board to dedicate the field in the new stadium in honor of LT Colby Umbrell with an appropriate sign on the scoreboard identifying the field as "1LT Colby Umbrell Field."
- Seeking the approval from the Board to design a memorial in the stadium to honor members of the East community. The memorial will be known as the "1LT Colby Umbrell Service Memorial."

Motion by Joseph Jagelka, supported by Kelly Unger, to approve the name of the new CB East Stadium as "Patriot Stadium"; to dedicate the field in the new stadium in honor of LT Colby Umbrell with an appropriate sign on the scoreboard identifying the field as "1LT Colby Umbrell Field"; and to design a memorial in the stadium to honor members of the East community and to have it known as "1LT Colby Umbrell Service Memorial".

A Roll Call vote was taken:

Mr. Wohl	Yes	Mr. Corr	Yes	Mr. Gamble	Yes
Mr. Jagelka	Yes	Mrs. McMullin	Yes	Mrs. Unger	Yes
Mr. Tomlinson	Yes	Mr. Faulkner	Yes	Mr. Duffy	Yes

Motion Approved 9-0.

Board members thanked members of the community and others for their support and e-mails through the naming of the CB East Stadium process. Mrs. Unger appreciated the thousands of people who signed petitions in support of naming the stadium after Colby Umbrell. In addition to thanking the East principals, East staff, and the Stadium Committee, Board members also thanked the Umbrell's for the opportunity to learn more about the dedication and accomplishments of their son Colby.

SCHOOL BOARD REPORTS

The Curriculum Committee, Human Resources Committee, Finance Committee, and Operations Committee notes, as well as the BCIU Board and MBIT Executive Council minutes were noted and are Attachment A.

ACCOUNTS PAYABLE CHECK DISBURSEMENTS

Motion by John Gamble, supported by Joseph Jagelka, to approve the March 31, 2015 and April 9, 2015 General Fund check disbursements; the March 31, 2015 Capital Fund check disbursements; and the March 19, 2015 Food Service Fund check disbursements.

Motion Approved 9-0.

CONSTRUCTION CONTRACTS AND SERVICE AGREEMENTS

Motion by John Gamble, supported by Joseph Jagelka, to award a contract to Security & Data Technologies to replace the PA System at Warwick Elementary School in the amount of \$42,671. This proposal is from the PA Co-Stars Contract #4400000152.

Motion Approved 9-0.

Motion by John Gamble, supported by James Duffy, to purchase new HVAC equipment from Trane, Inc. for Holicong Middle School in the amount of \$151,010. This proposal is from the TCPN Contract #12-10001-15-002.

Motion Approved 9-0.

Motion by Joseph Jagelka, supported by John Gamble, to award a contract to Pro Com Roofing to replace the roof at Cold Spring Elementary School in the amount of \$549,000.

Motion Approved 9-0.

STUDENT RECORDS MICROFICHE CONVERSION

Motion by Jerel Wohl, supported by Joseph Jagelka, to approve a contract with Ricoh USA, Inc. in the amount of \$25,293.25 to convert student records.

Motion Approved 9-0.

MIDDLE BUCKS INSTITUTE OF TECHNOLOGY BUDGET

Motion by Kelly Unger, supported by Joseph Jagelka, to approve the Middle Bucks Institute of Technology 2015-2016 General Fund Budget.

Motion Approved 9-0.

SCHOOL BOARD POLICIES FOR APPROVAL

Motion by Kelly Unger, supported by Jerel Wohl, to bring School Board Policy 104 – Nondiscrimination in Employment and Contract Practices; School Board Policy 235 – Student Rights/Responsibilities; School Board Policy 235.1 – Surveys; School Board Policy 239 – Foreign Exchanges Students; School Board Policy 405 – Employment of Per Diem Substitute Professional Employees; and School Board Policy 505 – Employment of Substitute and Short Term Employees off the table.

Motion Approved 9-0.

Motion by Kelly Unger, supported by Jerel Wohl, to approve School Board Policy 104 – Nondiscrimination in Employment and Contract Practices; School Board Policy 235 – Student Rights/Responsibilities; School Board Policy 235.1 – Surveys; School Board Policy 239 – Foreign Exchanges Students; School Board Policy 405 – Employment of Per Diem Substitute Professional Employees; and School Board Policy 505 – Employment of Substitute and Short Term Employees.

Motion Approved 8-1. (Tyler Tomlinson)

PERSONNEL ITEMS

Motion by Geryl McMullin, supported by Joseph Jagelka, to approve resignations, retirements, and leaves of absence; appointments, long-term substitute teachers, long-term per diem substitute teachers, classification changes, community school staff, and EDRs.

RESIGNATIONS

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

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

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

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

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

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

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

RETIREMENTS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

LEAVES OF ABSENCE

Kelly Brazil	Elementary teacher – Jamison Elementary School August 27, 2015 – November 3, 2015
Susan Fugate	Science teacher – Tohickon Middle School March 16, 2015 – August 2015 (Intermittent)
Lisa Lowery	Elementary teacher – Bridge Valley Elementary School June 1, 2015 – October 9, 2015
Krissa Mayhew	Special Education teacher – Central Bucks High School – South June 2, 2015 – January 26, 2016
Aileen Orchinik	Biology teacher – Central Bucks High School – South August 27, 2015 – November 18, 2015
Jean-Marie Perry	Hearing Impaired teacher – Gayman Elementary School September 3, 2015 – November 27, 2015
Stacey Romeo	Transportation Assistant – Transportation Department April 23, 2015 – June 2015
Shara Smith	Special Education teacher – Warwick Elementary School August 27, 2015 – January 26, 2016
Lisa Welch	Special Education teacher – Tohickon Middle School May 14, 2015 – August 2015

APPOINTMENTS

Name:	Tina Bartholomew
Position:	(Temporary) Custodian – Central Bucks High School – West \$15.32 per hour
Effective:	April 6, 2015
Name:	Maria Bates
Position:	Personal Care Assistant – Holicong Middle School \$12.14 per hour
Effective:	March 26, 2015
Name:	Laura Borgia
Position:	Personal Care Assistant – Central Bucks High School – East \$12.14 per hour
Effective:	April 7, 2015
Name:	Kathy Dando
Position:	(Temporary) Duty Assistant – Mill Creek Elementary School \$12.14 per hour
Effective:	March 25, 2015

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

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

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

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

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

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

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

LONG-TERM SUBSTITUTE TEACHERS

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

LONG-TERM PER DIEM SUBSTITUTE TEACHERS

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

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

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

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

CLASSIFICATION CHANGES

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

COMMUNITY SCHOOL STAFF

Chelsea Braun	Before/After School Educational Assistant	\$13.87/hour
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EDRs

<u>Name</u>	<u>School/Position</u>	<u>Units</u>
Brad Cochran	Holicong/Track & Field – Head	15
Mike Weir	Holicong/Track & Field – Assistant	8
Tim Barno	Holicong/Track & Field – Assistant	8
Kelley Reed	Holicong/Baseball – 8 th Grade	8
Michael Jones	Holicong/Baseball – 7 th Grade	7
Kate Gulkis	Holicong/Softball – 8 th Grade	8
Molly Kline	Holicong/Softball – 7 th Grade	7
Nels Updale	Holicong/Soccer – 8 th Grade	8
Kelly Chioffe	Holicong/Soccer – 7 th Grade	7
Rodger Przbylowski	Lenape/Track & Field – Head	17
Ashleigh Deluca	Lenape/Track & Field – Assistant	7
Krysten Momsen	Lenape/Track & Field – Assistant	7
Steve Lichter	Lenape/Baseball – 8 th Grade	8
Bill Reynolds	Lenape/Baseball – 7 th Grade	7
Matt Fash	Lenape/Softball – 8 th Grade	10

Andrew Burgess	Lenape/Softball – 7 th Grade	7
Stephanie Thomas	Lenape/Soccer – 8 th Grade	8
Erica Dillman	Lenape/Soccer – 7 th Grade	7
Maria Vitacco	Tamanend/Track & Field – Head	17
Ryan Lenet	Tamanend/Track & Field – Assistant	9
Nicole Barlow	Tamanend/Track & Field – Assistant	5
Kevin Ketler	Tamanend/Baseball – 8 th Grade	8
Jeff Parker	Tamanend/Baseball – 8 th Grade	2
John Heisey	Tamanend/Baseball – 7 th Grade	7
Krista Bodkin	Tamanend/Softball – 8 th Grade	8
Dana Walter	Tamanend/Softball – 7 th Grade	7
Paul Eisold	Tamanend/Soccer – 8 th Grade	8
Paul Eisold	Tamanend/Soccer – 7 th Grade	7
Frank Pustay	Tohickon/Track & Field – Head	13
Michael Bartosiewicz	Tohickon/Track & Field – Assistant	11
Jarred Levenson	Tohickon/Track & Field – Assistant	9
Nathan Harris	Tohickon/Baseball – 8 th Grade	8
Robert Williams	Tohickon/Baseball – 7 th Grade	7
Allison Lewis	Tohickon/Softball – 8 th Grade	8
Andrea Bellevance	Tohickon/Softball – 7 th Grade	7
Miro Kamenik	Tohickon/Soccer – 8 th Grade	8
Amanda Mangold	Tohickon/Soccer – 7 th Grade	7
Don Nehoda	Unami/Track & Field – Co-Head	18
Jan Yerkes	Unami/Track & Field – Co-Head	10
Leanne Lukens	Unami/Track & Field – Assistant	7
James Jones	Unami/Baseball – Head	10
Chris Pierangeli	Unami/Baseball – Assistant	7
Brandy Cooley	Unami/Softball – Head	8
Faith Barlow	Unami/Softball – Assistant	7
Danielle Weber	Unami/Spring Soccer – Head	8
George Litzke	Unami/Spring Soccer – Assistant	7
Gerry Stemplewicz	East/Track – Boys – Head	13
Paul Wilson	East/Track – Boys – Assistant	10
Ollie Boucher	East/Track – Boys – Assistant	6
Alex Kane	East/Track – Boys – Assistant	6
Michael King	East/Track – Boys – Assistant	5
Sam Losorelli	East/Track – Girls – Head	18
Steve Martin	East/Track – Girls – Assistant	8
Steve Martin	East/Track – Girls – Assistant	2
Justine Smith	East/Track – Girls – Assistant	1
Katherine Leyland	East/Track – Girls – Assistant	1
Rob Minschwaner	East/Volleyball - Boys – Head	18
Steve Eaton	East/Volleyball – Boys - Assistant	11
Kyle Dennis	East/Baseball – Head	16
Brian Oakes	East/Baseball – Assistant	9
Matt Wolf	East/Baseball – Assistant	6

Kurt Wachowski	East/Baseball – Assistant	1
Erin Scott	East/Softball – Head	16
John Hasson	East/Softball – Assistant	10
Karl Knapp	East/Softball – Assistant	8
Kelly White	East/Lacrosse – Girls – Head	14
Lauren Distler	East/Lacrosse – Girls – Assistant	8
Bruce Garcia	East/Lacrosse – Boys – Head	18
James Mithoefer	East/Lacrosse – Boys – Assistant	8
Lynda Goldschmidt	East/Tennis – Boys – Head	12
Lisa Wiley	East/Tennis – Boys – Assistant	6
Jason Gable	South/Track – Boys – Head	18
Michael Cox	South/Track – Boys – Assistant	9
Justin Crump	South/Track – Boys – Assistant	8
Jon Eisemann	South/Track – Boys – Assistant	3
Kerri Nash	South/Track – Girls – Head	14
Paul Poeisz	South/Track – Girls – Assistant	10
Justin Crump	South/Track – Girls – Assistant	8
Kurt Godfrey	South/Volleyball – Head	14
Matt Ehlers	South/Volleyball – Assistant	6
Kyle Zaluski	South/Volleyball – Assistant	5
Mike Schaefer	South/Baseball – Head	20
Jeff Bonsall	South/Baseball – Assistant	6
Dan Hayes	South/Softball – Head	15.5
Victor Volpe	South/Softball – Assistant	8.5
Nick Perez	South/Softball – Assistant	4
Mike Risich	South/Softball – Assistant	4
Janique Craig	South/Lacrosse – Girls – Head	16
Sarah DeCherney	South/Lacrosse – Girls – Assistant	8
Mike Sharman	South/Lacrosse – Boys – Head	14
Scott Jones	South/Lacrosse – Boys – Assistant	8
Mary Lou Cardie	South/Tennis – Boys – Head	10
Kristen Summers	South/Tennis – Boys – Assistant	6
Greg Wetzel	West/Track – Boys – Head	16
John Mahoney	West/Track – Boys – Assistant	8
Tom Conboy	West/Track – Boys – Assistant	13
M. Scott Sherwood	West/Track – Boys – Assistant	3
Kiki Bell	West/Track – Girls – Head	14
Erv Hall	West/Track – Girls – Assistant	6
Warren Robertson	West/Track – Girls – Assistant	3
Scott Sherwood	West/Track – Girls – Assistant	1
Kevin Munnelly	West/Track – Girls – Assistant	6
Todd Miller	West/Volleyball – Boys – Head	13
Rick Fhers	West/Volleyball – Boys – Assistant	6
Nate Seidle	West/Volleyball – Boys – Assistant	5
Brad Finch	West/Volleyball – Boys – Assistant	1
Brad Tracy	West/Baseball – Head	14
Geoff Campbell	West/Baseball – Assistant	5
Jeff Layton	West/Baseball – Assistant	5

Josh Hirsch	West/Baseball – Assistant	2
Jim Taylor	West/Softball – Head	14
Marissa Nagle	West/Softball – Assistant	5
Jessica Weckerman	West/Softball – Assistant	5
Mike Mosiniak	West/Softball – Assistant	2
Matt Coverdale	West/Lacrosse – Boys – Head	18
Albert Synder	West/Lacrosse – Boys – Assistant	10
Tara Schmucker	West/Lacrosse – Girls – Head	14
Rebecca Cartee-Haring	West/Lacrosse – Girls – Assistant	8
Frank Mancini	West/Tennis – Boys – Head	12
Brian Weaver	West/Tennis – Boys – Assistant	6

Motion Approved 9-0.

STUDENT ITEMS

Motion by John Gamble, supported by Joseph Jagelka, to approve the following student trips:

- CB West Spanish 5 classes to travel to New York on April 27, 2015
- CB East Scholar's Bowl Team to travel to Harrisburg, PA. on April 30-May 1, 2015
- CB East AP Spanish class and Spanish Honor Society to travel to New York on June 9, 2015

Motion Approved 9-0.

STAFF CONFERENCES/WORKSHOPS

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

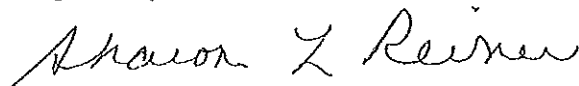
Christie, Ashley	5/12/15	When Reading Meets Writing	BCIU	75
Totals This Meeting				75

Motion Approved 9-0.

Mr. Corr announced that Sabbatical Leaves of Absence were included as information items to the Board.

There being no further business before the Board, motion by Tyler Tomlinson, supported by John Gamble, to adjourn at 8:20 p.m.

Respectfully submitted,



Sharon L. Reiner
Board Secretary

CENTRAL BUCKS SCHOOL DISTRICT
Curriculum Committee Notes
March 11, 2015

MEMBERS PRESENT

John Gamble, Chairperson
 Jerel Wohl, Member

OTHER BOARD MEMBERS AND ADMINISTRATORS PRESENT

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

COMMITTEE MEMBERS ABSENT

Kelly Unger

PUBLIC COMMENT

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

PREVIOUS MEETING NOTES

There were no changes

INFORMATION/DISCUSSION

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

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

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

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

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

ANNOUNCEMENTS

The next scheduled meeting is April 15, 2015

ADJOURNMENT

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

CENTRAL BUCKS SCHOOL DISTRICT

Finance Committee Notes

March 18, 2015

Committee Members Present

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

Other Board Members and Administrators Present

Jim Duffy
John Gamble
Joe Jagelka
Tyler Tomlinson
Kelly Unger

Dave Matyas, Business Administrator

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

Committee Members Absent

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

PUBLIC COMMENT

Three members of the public were present.

Review of Notes

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

INFORMATION/ DISCUSSION/ACTION ITEMS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

- Q: Should the school district budget for the governor's proposed subsidy increase in light of the letter state legislators sent out cautioning that the governor's numbers may not materialize?
- A: Administration is also hearing from the governor's budget office that they feel very strongly that the governor's funding proposal will make its way through the legislative process. Even if the governor's funding proposal is eliminated, implementation of the construction debt prepayment will reduce expenditures to allow for implementation of the elementary initiative and not increase the real estate millage rate.
- Q: How many teaching positions are included in the budget to implement the elementary initiative?

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

ADJOURNMENT

The meeting adjourned at 8:40 p.m.

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

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

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

MEMBERS PRESENT

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

OTHER BOARD MEMBERS AND ADMINISTRATORS PRESENT

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

COMMITTEE MEMBERS ABSENT

Kelly Unger, 1st Alternate Member

PUBLIC COMMENT

No public comment.

PREVIOUS MEETING NOTES

There were no changes

INFORMATION/DISCUSSION

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

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

Policy Review —

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

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

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

ANNOUNCEMENTS

The next scheduled meeting is April 15, 2015.

ADJOURNMENT

Notes submitted by Andrea L. DiDio, Director of Human Resources and Administrative Liaison to the Human Resources Committee.

CENTRAL BUCKS SCHOOL DISTRICT
Operations Committee Meeting Notes
March 18, 2015

Committee Members Present

Joe Jagelka, Chair
Tyler Tomlinson, Member
Jim Duffy, Member
Scott Kennedy, Director of Operations

Other Board Members and Administrators Present

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

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

PUBLIC COMMENT

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

REVIEW OF MEETING NOTES

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

INFORMATION/DISCUSSION/ACTION ITEMS

Ed Sherretta presented the proposed IT projects for 2015.

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

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

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

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

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

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

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

ADJOURNMENT

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



BUCKS COUNTY INTERMEDIATE UNIT # 22

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

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

ROLL CALL ATTENDANCE

Members

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

ABSENT: Members

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

OFFICERS:

Executive Director
Deputy Executive Director
Treasurer
Secretary

Dr. Barry J. Galasso
Dr. Michael Masko
Mrs. Paula Harland
Mrs. Elizabeth Bittenmaster

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

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

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

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

PUBLIC PARTICIPATION – None

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

APPROVAL OF MINUTES

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

APPROVAL OF TREASURER'S REPORT

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

APPROVAL OF BILLS FOR PAYMENT

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

APPROVAL OF BUDGETS

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

APPROVAL OF FUND TRANSFERS

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

APPROVAL OF PROPOSAL

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

APPROVAL OF AGREEMENT

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

APPROVAL OF AGREEMENT

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

APPROVAL OF AGREEMENT

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

APPROVAL OF AGREEMENT

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

APPROVAL OF AGREEMENT

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

APPROVAL OF AGREEMENT

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

APPROVAL OF AGREEMENTS

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

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

APPROVAL OF AGREEMENTS

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

APPROVAL OF BCIU #22 COMPREHENSIVE PLAN

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

APPROVAL OF PROPOSAL

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

APPROVAL OF PREPAYMENT

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

APPROVAL OF AGREEMENT

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

APPROVAL OF AGREEMENT

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

APPROVAL OF CONTRACTS AND PURCHASES

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

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

Approved 1/20/2015

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

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

APPROVAL OF BUCKS COUNTY COOPERATIVE PURCHASING BID

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

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

APPROVAL TO CONTRACT FOR SERVICES

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

APPROVAL OF BUCKS COUNTY COOPERATIVE PURCHASING GROUP BID

Approved the Bucks County Cooperative Purchasing Group Bid #15-012 Nurse - Trainer for the period of January 1, 2015 through December 31, 2015 for an amount of \$148,127.60 to the following vendors:

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

APPROVAL OF BUCKS COUNTY COOPERATIVE PURCHASING GROUP BID

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

<u>Option #1 Floating prices</u>		<u>Differential/Gallon</u>
Unleaded Gasoline < 6,000 gal.	Superior Plus	0.1553
Unleaded Gasoline > 6,000 gal.	PAPCO, LLC	-0.0013
Ultra Low Sulfur Diesel B-2 < 6,000 gal.	PAPCO, LLC	0.1626
Ultra Low Sulfur Diesel B-2 > 6,000 gal.	PAPCO, LLC	-0.0075
Ultra Low Sulfur Diesel B-5 < 6,000 gal.	PAPCO, LLC	0.1646
Ultra Low Sulfur Diesel B-5 > 6,000 gal.	PAPCO, LLC	-0.0042

<u>Option # 2 fixed differential - Locked in November 3, 2014</u>		<u>Price Per Gallon</u>
Unleaded Gasoline < 6,000 gal.	PAPCO, LLC.	\$2.6229
Unleaded Gasoline > 6,000 gal.	PAPCO, LLC	\$2.3124
Ultra Low Sulfur Diesel B-2 < 6,000 gal.	PAPCO, LLC	\$2.8321
Ultra Low Sulfur Diesel B-2 > 6,000 gal.	PAPCO, LLC	\$2.6411

APPROVAL OF AGREEMENT

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

APPROVAL OF AGREEMENT

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

APPROVAL OF AGREEMENT

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

APPROVAL OF AGREEMENT

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

APPROVAL OF AGREEMENT

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

APPROVAL OF AGREEMENT

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

APPROVAL OF FIRST READING TO BOARD POLICY

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

APPROVAL OF VARIOUS HUMAN RESOURCES ITEMS

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

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

OLD BUSINESS – None

NEW BUSINESS – None

PUBLIC PARTICIPATION - None

ADJOURNMENT

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

The meeting adjourned at 8:00 PM.

NEXT MEETING

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

Elizabeth Bittenmaster

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



BUCKS COUNTY INTERMEDIATE UNIT # 22

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

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

ROLL CALL ATTENDANCE

Members

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

ABSENT:

Members

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

OFFICERS:

Executive Director

Deputy Executive Director

Treasurer

Secretary

Dr. Barry J. Galasso
Dr. Michael Masko
Mrs. Paula Harland
Mrs. Elizabeth Bittenmaster

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

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

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

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

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

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

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

APPROVAL OF NEW BOARD MEMBER

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

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

APPROVAL OF MINUTES

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

APPROVAL OF TREASURER’S REPORT

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

APPROVAL OF BILLS FOR PAYMENT

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

APPROVAL OF BUDGET REVISIONS

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

APPROVAL OF BUDGET TRANSFERS

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

APPROVAL OF PROGRAMS AND SERVICES BUDGET

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

APPROVAL OF AGREEMENT

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

APPROVAL OF AGREEMENTS

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

APPROVAL OF ADDITIONAL SERVICES

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

APPROVAL OF CONTRACTS

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

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

APPROVAL OF AGREEMENT

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

APPROVAL OF AGREEMENT

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

APPROVAL OF MEMORANDUM OF UNDERSTANDING

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

APPROVAL OF AGREEMENT

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

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

APPROVAL OF AGREEMENT

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

APPROVAL OF SETTLEMENT AGREEMENT

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

APPROVAL OF AGREEMENTS

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

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

APPROVAL OF AGREEMENT

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

APPROVAL OF AGREEMENT

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

APPROVAL OF AGREEMENT

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

APPROVAL OF AGREEMENT

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

APPROVAL OF AGREEMENT

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

APPROVAL OF PROPOSAL

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

APPROVAL OF AGREEMENT

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

APPROVAL OF CONTRACTS AND PURCHASES

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

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

	Analyzer & VoIP/Network Quality Manager Annual Maintenance Renewal	Services	
Franklin Flooring, Inc.	Preventive Maintenance Service on Carpeting -Four (4) Visits Between December 29, 2014 and June 30, 2015	Facilities Services	2,800.00
		Sub-Total	\$34,829.53

Vendor	Description	Budget	Amount
<u>Purchases</u>			
Don Hedrick Window Treatments	Replacement of Ten (10) Broken/Soiled Window Treatments	Facilities	\$1,996.15
Storage Concepts, Inc.	Retrofit High Density Storage Units & Install Rolllok Door for Project Access	Facilities	2,037.83
		Sub-Total	\$4,033.98
		Grand Total:	\$38,863.51

APPROVAL OF CONTRACTS AND PURCHASES

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

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

	Staff @ \$2,419 each & Renewal Certifications for Eight (8) Staff @ \$1,119.00 each		
Fisher Science Education	Presenter Fee & Promotional Materials for STEM Training on January 28, 2015	Math/Science Collaborative	1,000.00
Scott Kennedy	Presenter Fee for Health & Physical Education In-Service Day on November 4, 2014	Title II Non Public Health & Physical Education Common In-Service	1,455.00 300.00
Dr. Kim Shienbaum	Presenter Fees for Four (4) On-Line Courses During Winter/Spring 2014 Semester Two (2) Courses @ \$2,400.00 & Two (2) Courses @ \$1,600.00 each	Local In-Service	8,000.00
William Yerger	Presenter Fees for Two (2), for Credit Courses During Winter/Spring 2014 Semester One @ \$2,400.00 & one @ \$800.00	Local In-Service	3,200.00
		Sub-Total	\$128,800.00
Vendor	Description	Budget	Amount
<u>Purchases</u>			
ePlus Technologies	Increase to Encumbrance for Equipment Maintenance	Technology Services	\$25,000.00
ePlus Technologies	Eight (8) Port, Ten (10) Gigabit Ethernet Module	WAN Technology Services	28,400.00
FileMaker, Inc.	FileMaker Annual Maintenance Renewal from February 1 2015 through January 31, 2015	Technology Services	9,087.56
Netchemia, LLC	Talent Ed Annual Fee & License	Human Resources	14,750.00
Schneider Electric IT USA, Inc.	Encumbrance for Professional Services Not to Exceed \$5,000.00	Technology Services	5,000.00
Solarwinds	Server & Application Monitor ALX Annual Maintenance Renewal from March 2015 through March 2016	Technology Services	6,679.00
Strategic Account Services, LLC	Cooling System Maintenance Agreement from February 25, 2015 through February 24, 2016	Technology Services	5,792.00
Joseph Werner, MD	Increase to Encumbrance for Consultant Services	Special Education	350.00
		Sub-Total:	\$95,058.56
		Grand Total:	\$223,858.56

APPROVAL OF PENNSYLVANIA STATE BIDDING LIMITS

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

APPROVAL OF BUCKS COUNTY COOPERATIVE PURCHASING GROUP BID

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

<u>Generator Fuel – Floating</u>		<u>Differential/Gallon</u>
Generator Fuel #2 Distillate	PAPCO	1.9468
Generator Fuel ULSD	Riggins	0.9600
<u>Option #1 Floating prices</u>		<u>Differential/Gallon</u>
#2 Heating Fuel < 6,000	Shipley	0.3599
#2 Heating Fuel > 6,000	Petroleum Traders	-0.0049
<u>Option # 2 fixed differential - Locked in December 19, 2014</u>		<u>Differential/Gallon</u>
#2 Heating Fuel > 6,000 gal.	East River Energy	2.10

APPROVAL OF CONTRACTS

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

APPROVAL OF EXTENSION OF LEASE AGREEMENT

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

APPROVAL OF AGREEMENT

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

APPROVAL OF FEES

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

APPROVAL OF SUPERINTENDENT SEARCH ASSISTANCE

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

APPROVAL OF SECOND AND FINAL READING OF BOARD POLICY

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

APPROVAL OF VARIOUS HUMAN RESOURCES ITEMS

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

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

OLD BUSINESS – None

NEW BUSINESS – None

PUBLIC PARTICIPATION - None

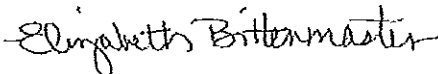
ADJOURNMENT

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

The meeting adjourned at 7:22 PM.

NEXT MEETING

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



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



BUCKS COUNTY INTERMEDIATE UNIT # 22

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

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

ROLL CALL ATTENDANCE

Members

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

ABSENT: Members

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

OFFICERS:

Executive Director
Deputy Executive Director
Treasurer
Secretary

Dr. Barry J. Galasso
Dr. Michael Masko
Mrs. Paula Harland
Mrs. Elizabeth Bittenmaster

Approved March 17, 2015

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

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

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

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

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

PUBLIC PARTICIPATION – None

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

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

APPROVAL OF MINUTES

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

APPROVAL OF TREASURER'S REPORT

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

APPROVAL OF BILLS FOR PAYMENT

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

APPROVAL OF BUDGET APPROVAL

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

APPROVAL OF BUDGET REVISION

Approved the 2014-2015 Title I Nonpublic Budget Revision in the amount of \$23,1285. (Refer to Report in February 17, 2015 Board Agenda).

APPROVAL OF FUND TRANSFERS

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

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

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

APPROVAL OF CONTRACTS

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

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

APPROVAL OF AGREEMENT

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

APPROVAL OF STRATEGIC PLANNING SERVICES

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

APPROVAL OF INSURANCE RENEWAL

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

APPROVAL OF CONTRACTS AND PURCHASES

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

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

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

Approved March 17, 2015

Sub-Total: \$42,468.50

Grand Total: \$69,468.50

APPROVAL OF CONTRACTS

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

APPROVAL OF AGREEMENT

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

APPROVAL OF INTRODUCTORY READING OF BOARD POLICY

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

APPROVAL OF VARIOUS HUMAN RESOURCES ITEMS

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

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

OLD BUSINESS -- None

NEW BUSINESS -- None

PUBLIC PARTICIPATION - None

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

ADJOURNMENT

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

Approved March 17, 2015

The meeting adjourned at 7:21 PM.

NEXT MEETING

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

Elizabeth Bittenmaster

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

Official

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

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

Council Members

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

Absent

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

Others in Attendance:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

VIII. Routine Business:

A. Administrative Report

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

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

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

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

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

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

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

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

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

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

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

C. Committee Reports

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

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

IX. Current Agenda Items

A. Personnel Items

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

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

B. Other Matters for Consideration

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

EXECUTIVE COUNCIL MINUTES
JANUARY 12, 2015

ATTACHMENT 1

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

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

Respectfully submitted,

Susan Atkinson
Secretary

Roberta Jackiewicz
Assistant Secretary

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

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

Council Members

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

Absent

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

Others in Attendance:

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

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

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

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

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

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

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

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

A. Administrative Report

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

VII. Current Agenda Items

A. Personnel Items

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

B. Other Matters for Consideration

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

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

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

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

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

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

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

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

Respectfully submitted,

Susan Atkinson
Secretary

Roberta Jackiewicz
Assistant Secretary