

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

May 12, 2015

The Central Bucks Board of School Directors held its meeting on Tuesday, May 12, 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 7:32 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 Silvius, Dr. David Bolton, Andrea DiDio, Scott Kennedy, David Matyas, Dale Scafuro, Edward Sherretta

ALSO PRESENT

Jeffrey Garton – Solicitor, Sharon Reiner - School Board Secretary

APPROVAL OF MINUTES

Motion by John Gamble, supported by Tyler Tomlinson, to approve the minutes of the April 28, 2015 school board meeting.

Motion Approved 8-0-1. (Kelly Unger)

PUBLIC COMMENT

Andrew Ochadlick commented that he feels there is a growing trend of disrespect in the district and it is his hope that respect will return in the future.

SUPERINTENDENT'S REPORT

CB CARES INNOVATIVE LEARNING GRANT RECIPIENTS

Board members viewed a video about CB Cares. Dr. Weitzel mentioned that last year, the Central Bucks Chamber of Commerce Bucks Fever Film Fest's committee selected CB Cares Educational Foundation as their spotlighted community non-profit to produce a short documentary about their work in the community. This past October it debuted at the County Theater. The video was created and produced by students from MBIT under the direction of Ms. Kimberly Cambra, Executive Director. After the video Ms. Cambra, on behalf of the CB Cares Educational Foundation, presented Innovative Learning Grants to the below CB staff. These grants totaled \$16,640.

- Katie Melberger: Bridge Valley, Worry Away Project
- Laurie Brown, Beth Applegate, Eileen Koschewitz: Bridge Valley, Create A School Community
- Jeanine Waldron, Jon Taylor: CB West, West's Children's Theater
- Christie Besack: CB West, "Play" Materials
- MaryAnn Canales, RN, Stella Bredin, RN: Cold Spring, Linden, Jamison, Tool Box to Help Reduce Students' Anxiety in the Health Room
- Gay McPhee: Doyle, Gardening to Give
- Mike Lechniak: Gayman, Educating and Informing
- Michelle Ambrosini, Michael Canelli, Molly Kline, Beth Madden, Keith Willard: Holicong, Water Footprints: Making a Difference for the Environment

- Kristen Ritter: Holicong, Artist in Residence: Jean Burdick
- Brett Vogelsinger: Holicong, Holicong Grows: Food From Seed to Table
- Lisa Levin: Holicong, Positive Identity Through Improvisational Acting Techniques
- Jared Hottenstein: Jamison, Garbage Garden and Composting Condos
- Jodi Schmon: Lenape, Holicong, Tamanend, Unami, Positive School Climate Kick Off Assembly
- Rob Martin: Mill Creek, GoPro Cameras for Science
- Lisa Mancini, Shirley Szagola: Tamanend, "Pass It On" Research Project
- Denise Miller, Holly Kilpatrick: Unami, Using Audio Books to Support Literacy

ARAMARK NUTRITION POSTER CONTEST WINNERS

To help promote National Nutrition Month, Aramark Education sponsored a poster contest for CB students. Students were asked to choose one of the following themes: *Bite Into A Healthy Lifestyle*, *Nutrition From the Ground Up*, *Make Your Plate/Tray a Rainbow*, or *Power Up with Breakfast*. Over three hundred posters were judged. Each student below was awarded a \$100 gift card from Aramark. Congratulations!

- Annelise Meidt: Cold Spring Elementary School, Grade 2
- Joann Yeoum: Butler Elementary School, Grade 5
- Eric Leon and Gavin Campbell: Unami Middle School, Grade 7
- Ryan Carbone: CB West, Grade 11

THIS MONTH IN CENTRAL BUCKS VIDEO

Board members viewed a video clip entitled *This Month In Central Bucks*. This seventh in a series of videos highlighted the many activities across the district during the month of April 2015. Video clips about the district have been produced monthly. (The video can be found on the CBSD website School Board page under Video Presentations and can also be viewed on CBTv).

SCHOOL BOARD REPORTS

The Curriculum Committee, Finance Committee, and Operations Committee notes, and the BCIU Board and MBIT Executive Council minutes were mentioned. These notes and minutes are Attachment A.

ACCOUNTS PAYABLE CHECK DISBURSEMENTS

Motion by Jerel Wohl, supported by Joseph Jagelka, to approve the May 1, 2015 and May 7, 2015 General Fund check disbursements; and the April 23, 2015 Capital Fund check disbursements.

Motion Approved 9-0.

REPLACEMENT OF THE CURRENT PHONE SYSTEM WITH A SHORETEL PHONE SOLUTION BY CSG GLOBAL, AT A COST OF \$580,858.75

Motion by Kelly Unger, supported by Joseph Jagelka, to approve the replacement of the district's telephone system by CGS Global with a ShoreTel phone system, at a cost of \$580,858.75.

Motion Approved 9-0.

PARTICIPATION IN THE BCIU TECHNOLOGY POOL COUNSEL LEGAL SERVICES CONSULTATION CONSORTIUM AT A COST OF \$780 PER YEAR

Motion by John Gamble, supported by Jerel Wohl, to approve the participation of the district in the BCIU Technology Pool Counsel Legal Services Consultation Consortium at a cost of \$780 per year.

Motion Approved 9-0.

CONSTRUCTION CONTRACTS AND SERVICE AGREEMENTS

Motion by Joseph Jagelka, supported by John Gamble, to award a contract to Centre Point Contractors for general construction at the Transportation Annex in the amount of \$122,000.

Motion Approved 8-0-1. (Geryl McMullin)

Motion by Joseph Jagelka, supported by John Gamble, to award a contract to B&E Energy Group for mechanical construction at the Transportation Annex in the amount of \$207,900.

Motion Approved 8-0-1. (Geryl McMullin)

Motion by Joseph Jagelka, supported by John Gamble, to award a contract to CMSE Electric for electrical construction at the Transportation Annex in the amount of \$61,260.

Motion Approved 8-0-1. (Geryl McMullin)

Motion by Kelly Unger, supported by John Gamble, to award a contract to The Fayette Group for general construction for the new entrance at Gayman Elementary School in the amount of \$207,204.

Motion Approved 9-0.

Motion by Kelly Unger, supported by John Gamble, to award a contract to Rogers Mechanical Group for mechanical construction for the new entrance at Gayman Elementary School in the amount of \$93,400.

Motion Approved 9-0.

Motion by Kelly Unger, supported by John Gamble, to award a contract to EC Bentz Electrical for electrical construction for the new entrance at Gayman Elementary School in the amount of \$74,545.

Motion Approved 9-0.

Motion by Joseph Jagelka, supported by Jerel Wohl, to approve a new scoreboard for Central Bucks High School – South from Daktronics in the amount of \$24,117. Co-stars Contract #014-137.

Motion Approved 9-0.

REORGANIZE THE RESPONSIBILITIES OF THE DIRECTOR OF STUDENT SERVICES

Motion by Paul Faulkner, supported by James Duffy, to reorganize the responsibilities of the Director of Student Services by creating a Director of Special Education and a Supervisor of Student Services.

Motion Approved 9-0.

PERSONNEL ITEMS

Motion by Tyler Tomlinson, supported by John Gamble, to approve resignations, retirements, rescinded retirement, and leaves of absence; appointments, long-term per diem substitute teachers, and classification changes.

RESIGNATIONS

Name: Carla McKiernan
Position: Special Education teacher – Mill Creek Elementary School
Effective: June 23, 2015

Name: Elizabeth Neff
Position: Special Education Assistant – Holicong Middle School
Effective: April 29, 2015

RETIREMENTS

Name: Barbara Lynch
Position: Principal Secretary – Holicong Middle School
Effective: August 20, 2015

Name: Kathryn Peppel
Position: Special Education Assistant – Warwick Elementary School
Effective: June 18, 2015

Name: Deborah Risko
Position: Educational Assistant – Warwick Elementary School
Effective: June 18, 2015

Name: Lore Salata
Position: Staff Nurse – Bridge Valley Elementary School
Effective: June 19, 2015

RESCINDED RETIREMENT

Name: Eileen Telly
Position: Music teacher – Groveland Elementary School
Effective: 2015-2016 school year

LEAVES OF ABSENCE

Kelly Brazil	Elementary teacher – Jamison Elementary School August 27, 2015 – November 27, 2015
Christie Corcoran	Elementary teacher – Kutz Elementary School August 27, 2015 – January 26, 2016
Audra Glauser	Speech Correction teacher – Bridge Valley/Central Bucks – East September 3, 2015 – August 2016
Julie LaVerghetta	Alternative Education – Central Bucks High School – South August 27, 2015 – November 5, 2015
Maria Lichorobiec	Special Education teacher – Mill Creek Elementary School April 13, 2015 – June 2015 (Intermittent Leave)

Erin Scholl Special Education teacher – Central Bucks High School – South
May 7, 2015 – January 26, 2016

Nicole Sheftic (.5) Elementary teacher – Groveland Elementary School
August 27, 2015 – August 2016

Susan Yearick (.5) Special Education teacher – Jamison Elementary School
August 27, 2015 – August 2016

APPOINTMENTS

Name: Krista Carty
Position: Special Education Assistant – Bridge Valley Elementary School
\$14.37 per hour
Effective: April 27, 2015

Name: Diana Darby
Position: Special Education Assistant – Mill Creek Elementary School
\$13.87 per hour
Effective: May 11, 2015

Name: Jennifer Dougherty
Position: (Temporary) Special Education Assistant – Unami Middle School
\$13.87 per hour
Effective: May 4, 2015

Name: Linda Freeman
Position: Duty Assistant – Tamanend Middle School
\$12.14 per hour
Effective: May 4, 2015

Name: Alyssa Getz
Position: Basic Skills Assistant – Mill Creek Elementary School
\$13.87 per hour
Effective: April 30, 2015

Name: Shawwna Major
Position: (Temporary) Custodian – Linden/Gayman Elementary Schools
\$15.32 per hour
Effective: April 29, 2015

Name: Bridget Pustay
Position: House Principal – Central Bucks High School - South
\$107,600 per annum
Effective: July 1, 2015

Name: Jennifer Thompson
Position: (Temporary) General Secretary – Print Shop
\$13.87 per hour
Effective: May 7, 2015

LONG-TERM PER DIEM SUBSTITUTE TEACHERS

Name: Alexandra Bauer
Position: Health & Physical Education teacher – Central Bucks High School – South
\$150 per day
Effective: April 29, 2015

Name: Kenneth Khoa Bui
Position: English teacher – Central Bucks High School – West
\$150 per day
Effective: April 23, 2015

Name: John Fitzgibbons
Position: Special Education teacher – Central Bucks High School – South
\$150 per day
Effective: May 7, 2015

Name: Micah Moyer
Position: Technology Education teacher – Holicong Middle School
\$150 per day
Effective: May 11, 2015

Name: Mary Roche
Position: Art teacher – Central Bucks High School – South
\$150 per day
Effective: May 11, 2015

Name: Eric Sanville
Position: Special Education teacher – Warwick Elementary School
\$150 per day
Effective: April 27, 2015

Name: Samantha Wismer
Position: Elementary teacher – Warwick Elementary School
\$150 per day
Effective: April 24, 2015

CLASSIFICATION CHANGES

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Jamie Martin	Special Ed teacher West No Change In Salary	Program Specialist ESC/West No Change In Salary	8/26/15
Joseph Saile	Custodian Jamison \$16.30 Per Hour	Utility – Building Groveland \$16.91 Per Hour	4/27/15

Motion Approved 9-0.

STUDENT ITEMS

FOREIGN EXCHANGE STUDENTS

Motion by James Duffy, supported by Paul Faulkner, to approve the placement of a Foreign Exchange Student at Central Bucks High School – South for the 2015-2016 school year.

Motion Approved 9-0.

STUDENT TRIPS

Motion by James Duffy, supported by Paul Faulkner, to approve the following student trips:

- CB East Field Hockey Team to travel to Manheim, PA on July 22-25, 2015
- CB East JV and Varsity Cheerleading Squad to travel to Honesdale, PA on August 19-22, 2015
- CB South LINK Club to travel to Jamison, PA for an overnight event on September 25 & 26, 2015
- CB East Patriot Players to travel to New York on October 28, 2015
- CB East Boys Basketball Team to travel to San Diego, CA on December 26-31, 2015
- CB South and CB West Orchestras, CB South Choir, and CB South Band to travel to Orlando, FL on April 27 – May 1, 2016

Motion Approved 9-0.

REPORTS AND INFORMATION

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

Mr. Gamble thanked Mr. Cashman, Titus Elementary School Principal, and the staff and parents for all their hard work in making the Titus Science Fair such a fantastic event.

Dr. Weitzel also thanked the Titus school community, the CB South students from the Robotics Club for putting on a demonstration on the robot they designed, and for other students who participated in helping to make this such a successful event.

There being no further business before the Board, motion by John Gamble, supported by Tyler Tomlinson, to adjourn at 8:18 p.m.

Respectfully submitted,



Sharon L. Reiner
Board Secretary

CENTRAL BUCKS SCHOOL DISTRICT
Curriculum Committee Notes
April 15, 2015

MEMBERS PRESENT

John Gamble, Chairperson
Kelly Unger, Member

OTHER BOARD MEMBERS AND ADMINISTRATORS PRESENT

Steve Corr	Dr. David Weitzel	Dr. Alyssa Walloff	Laura E'Nama
Geri McMullin	Dr. David Bolton	Scott Berger	
Tyler Tomlinson	Dr. Nancy Silvius	Richard Kratz	

COMMITTEE MEMBERS ABSENT

Jerel Wohl

PUBLIC COMMENT

No Public Comment

PREVIOUS MEETING NOTES

There were no changes

INFORMATION/DISCUSSION

Elementary Initiative-QUEST—Dr. Weitzel presented additional information on the proposed new specials course for elementary students in grades 1 through 6. QUEST, Questioning and Understanding through Engineering, Science, and Technology, is intended to allow students to apply and integrate the content of our elementary curriculum. The vision statement for the course is “We will enrich students’ authentic learning experiences by building their 21st century skills in collaboration, critical and creative thinking, and communication to solve real world challenges.”

As part of the presentation, Dr. Weitzel reviewed the program learning principles, enduring understandings, essential questions, and a unit planning guide that will be used for all grade levels. Ms. Lindsay Smith, member of the core team and a grade 5 teacher at Bridge Valley, presented a sample unit on designing, building, and testing a catapult. If approved, the QUEST curriculum will be fully developed by the teachers who are hired to teach the program. A proposed schedule of summer in-service and curriculum development has been developed.

Multiple questions were asked by the School Board members. The following answers were provided:

- All schools will present the same units at each grade level
- Technology will be available to the QUEST teacher and will not take away from the availability for the other teachers in the building
- Approximately 12 teachers will be hired for the program
- Current computer lab time will continue to be scheduled for the classroom teachers
- Monthly staff development and program evaluation will occur throughout the summer and school year
- The QUEST program will not be part of the student progress report until the 2016-2017 school year
- Classes will meet weekly for 40 minutes and each unit will take between 8 and 12 weeks to complete

The Committee recommended the program be presented for approval at the April 28, 2015 School Board meeting.

ANNOUNCEMENTS

The next scheduled meeting is May 13, 2015

ADJOURNMENT

Notes submitted by Dr. David Bolton, Assistant Superintendent for Elementary Education

CENTRAL BUCKS SCHOOL DISTRICT
Finance Committee Notes
April 22, 2015

Committee Members Present

Paul Faulkner, Acting Chairperson

Dave Matyas, Business Administrator

Susan Vincent, Direct of Finance

Committee Members Absent

Jerel Wohl, Chairperson

Geri McMullin, Member

Other Board Members and Administrators Present

Steve Corr

Joe Jagelka

Tyler Tomlinson

Dr. Dave Weitzel, Superintendent

Dr. David Bolton, Assistant Superintendent

Cheryl Leatherbarrow, Principal, Tamanend MS

The Finance Committee meeting was called to order at 7:07 p.m. by Paul Faulkner, Acting Chairperson

PUBLIC COMMENT

One members of the public were present.

Review of Notes

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

INFORMATION/ DISCUSSION/ACTION ITEMS

Updating the Elementary Food Service Menu for the 2015-16 School Year – Over the past two years, the district has implemented a minimally processed food menu at most of the secondary schools. The high schools as well as Holicong and Tohickon currently have a minimally processed food menu and Unami will be added in May. Tamanend and Lenape will implement a minimally processed food menu this fall, 2015.

The secondary buildings have kitchens large enough to offer a variety of menus and thereby offer varying price points for students and families. Many of our elementary schools have kitchens that are too small to create a minimally processed food menu along with a traditional menu.

Revenues from food service operations are used to pay for custodial expenses, utilities, supplies, repairs, equipment replacement, and minor renovations associated with food service operations. Currently, the district has \$800,000 set aside in a food service capital reserve account for kitchen equipment replacement, student table and chair replacement, and small scale cafeteria renovations. With the new contract, Aramark has also pledged \$240,000 toward food service improvement over a five year period. Capital funding along with support from Aramark is sufficient to keep the food service areas of our schools well maintained and compliant with health codes over the next five to seven years. This supports the action to divert revenues to be used to purchase food items in support of the new elementary menu.

The Aramark management team, who currently provides food service operations to the district, presented an overview of the new proposed elementary menu for the 2015-16 school year. More

federal commodity dollars will be used to purchase fresh fruits and vegetables through the Department of Defense suppliers many of which are considered locally grown due to the proximity of the school district to the farms. In addition, the following changes will occur in elementary menus:

- Chicken menu items will be made with whole muscle white meat.
- Burger patty and meatballs made from 100% beef, no Textured Vegetable Protein.
- Vegetarian option available daily
- Expanded vegetable and fruit sides
- New made-from-scratch entrees: Mac and cheese, café French bread pizza, homemade French toast, chicken taco meat for nachos, ranch chicken flatbread
- Added bean and cheese nachos, bean tacos, roasted vegetable flatbread
- Hummus box added to daily entrees , includes hummus, pita, celery, cucumber, carrots and cheese cubes
- Replaced sausage with scrambled eggs with breakfast 2x a week
- Limit par fried potato products to once weekly

Since it is not possible to offer a minimally processed food menu at each elementary school, it is suggested to change the elementary menu to buy food products that are closer to the minimally processed goal. Directing \$100,000 of revenue toward elementary food purchases, along with a \$.05 lunch price increase will help the district move toward that goal. Student participation will be evaluated throughout the year and adjustments made to menus to find recipes that students like and that are in compliance with federal nutrition standards.

Q: If lunch prices are increased, would a la carte items also be increased?

A: Looking at the a la carte menu for next school year, it is recommended to increase some items and decrease others.

Q: A nickel increase is what percent increase at the elementary level?

A: A little less than 2%.

Q: As the district builds infrastructure, can the revenue guarantee be increased back to \$750,000 per year?

A: It should be a possibility as the food service program has time to adjust to the federal Health Hunger-Free Kids Act food specifications and students start to adapt to the changes in food texture and taste.

Q: Can more variety be added to the breakfast menu?

A: Items are continually being tried in the breakfast menu to find meals that students like, meet federal nutrition standards, and are quick to prepare and consume as students have minimal time to eat before school starts due to bus scheduling.

The committee gave direction to administration and to Aramark to present this information at the next school board meeting and to place the revenue shift for implementation of a new elementary menu and the lunch price increase on the agenda for consideration.

2015-16 Budget Update – Administration gave an overview of the current status of the 2015-16 general fund budget. Revenues and expense have changed since March with the addition of

approximately eight teachers for the elementary initiative for hands on student learning and problem solving. Revenues were increased by approximately \$525,000 due to updated county reports on real estate assessed values and anticipated increases in federal funding. Salaries were increased for the additional teachers and the district received an update from the consultant to the Bucks/Montgomery health care consortium that health care expenses could increase by 8% instead of the budgeted 5%. To maintain a balanced budget, transfers to the district debt service fund were reduced. No real estate tax increase is recommended for the 2015-16 school year.

Q: Is there any legislative update on the Governor's funding for schools?

A: To date, there is no clear indication that the governor's budget proposal will be endorsed or rejected by the legislature.

The committee directed administration to continue with the budget preparation process and place the proposed final budget on the school board agenda for consideration.

Purchasing Items – The school district annually prepares formal bid lists for Classroom Supplies and Team Sport Supplies and Equipment. Quantities are aggregated from all schools in order to achieve the best overall price and value to the District as well as to comply with the School Code of the Commonwealth of Pennsylvania. Bids are solicited by electronic mail and advertisement to appropriate suppliers for each category. The district had an excellent response rate from interested companies this year and in turn we were able to award at very aggressive pricing while still maintaining the specification integrity of the items we were requesting.

For the 2015-2016 school year, bids were requested for the following subject areas:

General Teaching	\$130,703
General Art	\$ 90,831
Secondary Art	\$ 38,716
Physical Education	\$ 15,390
Science	\$ 23,396
Technology Education General Hardware	\$ 21,148
Team Sport Supplies & Equipment	<u>\$144,534</u>
Total	\$464,718

Q: Are middle school gym uniforms included in these bids?

A: Clarification: The question was answered that they were included. But, there is no longer a bid for middle school gym uniforms as the total cost is now under state bid limits of \$19,400. A quotation process is now used instead of a formal bid process for middle school gym uniforms to reduce overhead costs and speed up the procurement cycle.

The committee gave direction to administration to place this item on the school board agenda for consideration.

Construction Debt Defeasance – Over the past several years, CBSD has been setting aside funds to reduce the outstanding construction debt of the district. Since 2004, the state has been significantly increasing the employer contribution rate into the state retirement system. Over the next few years, the retirement system rates will go up from the current 21.4% of gross payroll to

over 32% of gross payroll. In dollar terms, the increase in retirement contributions would go from about \$30M per year to about \$45.5M per year.

The district has committed to long-term planning to permanently reduce construction debt and use the savings to better afford future mandated retirement system payments and help minimize real estate taxes. The district has been working with its financial advisor, Public Financial Management (PFM), and has the opportunity to pay off portions of the 2005, 2011A, 2011B, and 2011C bond issues. The district will disburse approximately \$40M that will be placed in an escrow account for the purpose of paying off portions of the bond issues, which reduces future interest payments, and reduces the yearly burden of construction debt on the general fund budget. As a result of this action the district will save approximately \$13.3 million in interest payments over the next fourteen years which alone provides an average yearly budget savings of about \$900,000 per year. In addition, the principal payments will also be reduced by a total of \$35.1M through the year 2029. The committee reviewed a draft resolution prepared by bond counsel and the district solicitor as well as supporting documentation. The resolution authorizes school board officers, the secretary, and the treasurer to execute the closing documents required to pay off the portions of construction debt. The closing is scheduled to take place June 2, 2015.

Q: Are the numbers presented as savings based on current interest rates?

A: Current interest rates are used, but will be changed to the market interest rates in effect on the day of closing, June 2nd 2015.

Q: The proposal is the third round of debt reduction. Is it possible to continue to pay off more debt in the future?

A: It may be possible to reduce debt further in 2017 or 2018. PFM is working on scenarios that could make the district debt free possibly by the year 2021.

The committee gave direction to administration and to continue with the process and place the construction debt prepayment on the school board agenda for consideration.

Review of Proposed Zonar GPS Purchase – The district is proposing to change the GPS tracking system it currently uses on its school buses. The current system was a low cost add-on to our two-way radio system that was installed 5 or 6 years ago. It works by piggybacking a GPS signal over our two-way radio frequency. The system is very slow, can only track two or three buses at a time, and does not work when a bus is outside of the district broadcasting antenna range.

The proposed Zonar GPS tracking system is the same system that First Student uses so the school district can integrate with First Student buses and see live reports on where all CBSD and First Student buses are at all times. The school district can also monitor all buses to make sure they are on time. If a bus is not on time, the school district will be able to provide more timely text message communications to parents letting them know if their bus is running late and how late the bus will be.

An additional feature that the transportation department is excited about is the ability to use current routing software to draw a virtual boundary around each CBSD and First Student bus depot. This combined with the database of each bus route's start time provides a warning message if a bus did not depart from a depot as scheduled, giving the transportation department better information to communicate with parents in a more timely fashion.

The GPS system will:

- Help the transportation staff verify that bus drivers are following the directions laid out by routers.
- Help ensure school vehicles are traveling at the correct speed.
- Indicate when a bus arrived at a designated stop.
- Provides vehicle location data even when the vehicle is outside district boundaries such as on field trips and sports trips.
- Improve communication between the district and First Student Transportation Company.
- Improve customer service and communication with parents on the status of their child's bus.

A new Zonar GPS tracking system would require a one-time hardware investment of about \$70,000 which could be paid from the transportation capital fund. There would also be a recurring expense of about \$83,000 per year for cell tower usage and software licensing that would need to be added to the general fund budget.

Q: Who can see the GPS information for our school buses?

A: The transportation department management team and the I.T. department as the data would be integrated with the district's bus routing database. There is a feature where parents could subscribe and pay a fee to see their child's bus on a smartphone but this feature could also compromise student safety. More discussion would need to take place before this feature was offered to parents.

Q: Does the system offer any other advantages?

A: As an add-on option, substitute buses drivers can be given an android mini tablet preloaded with the elementary and secondary bus routes for the day and turn-by-turn instructions similar to a device that you could use in your car. This would reduce the driver's anxiety over not being familiar with a bus route and help maintain the bus schedule.

ADJOURNMENT

The meeting adjourned at 8:12 p.m.

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

CENTRAL BUCKS SCHOOL DISTRICT
Operations Committee Meeting Notes
April 22, 2015

Committee Members Present

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

Other Board Members and Administrators Present

John Gamble	Steve Corr
Dr. Dave Weitzel	Nancy Silvius
David Bolton	Dave Matyas
Cheryl Leatherbarrow	

The meeting was called to order at 6:05 PM by Joe Jagelka

PUBLIC COMMENT

None

REVIEW OF MEETING NOTES

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

INFORMATION/DISCUSSION/ACTION ITEMS

Scott Kennedy distributed and reviewed the Operations Report.

Scott Kennedy reviewed the bid results for the CB East student parking lot/tennis courts, Roofing at Operations, CB South window repairs, Holicong MS Phase III renovations, CB East gym floor refinishing, UPS upgrade at the NOC, and asphalt seal coating. These items will be on the April 28, 2015 Board agenda.

Scott Kennedy presented the schedule for upcoming project bids and recommended award dates. The following projects will be on the May 12, 2105 Board Agenda: Transportation Annex HVAC, Gayman ES Secure Entrance, and a new Scoreboard at CB South.

Scott Kennedy reviewed the bus/parent drop off loops at Gayman ES which is still in front of the Plumstead Township Zoning Hearing Board.

Scott Kennedy presented information for the installation of a band tower at all three high schools. Discussion of the need - portable vs. permanent. Nancy Silvius met with the administration at CB West and CB East and they now prefer the portable band tower (scissor lift). The committee favored the portable band tower because of the cost and flexibility of use. The committee discussed developing policies for staff training and use of the lift.

The committee discussed the need for flashing school zone lights along Folly Road in front of CB South. Scott Kennedy is going to reach out to Warrington Township to determine if they will apply for the permit for the flashing lights.

Discussion concerning security and police presence at our schools. Follow up at the next Operations Committee meeting.

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, March 17, 2015 at 7:00 PM at the Bucks County Intermediate Unit #22 Administration Building located at 705 N. Shady Retreat Road, Doylestown, Pennsylvania, and notice of the meeting was duly given to the newspapers and to the public as required by law.

PLEDGE OF ALLEGIANCE

The meeting began with the pledge of allegiance, which was led by C-Print Captionist Mary French from the New Hope-Solebury High School in the New Hope-Solebury 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)
Mrs. Wanda Kartal (Morrisville)
Mrs. Sandra Weisbrot (New Hope/Solebury)
Mrs. Carol Clemens (Palisades)
Mrs. Ada Miller (Pennridge)
Mrs. Alison Smith (Pennsbury)
Mr. Ronald Jackson (Quakertown)

ABSENT: Members

Mrs. Helen Cini (Bristol Township)
Mr. Stephen Corr (Central Bucks)
Mrs. Susan Cummings (Neshaminy)

OFFICERS:

Executive Director
Deputy Executive Director
Treasurer
Secretary

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

PRESENTATION – A Presentation was made on the Project MAX: Maximizing Access and Learning for Students with Complex Instructional Needs.

SPECIAL EDUCATION MINI REPORT – Mr. Lenny Greaney provided the Special Education mini report on Project MAX: Maximizing Access and Learning for Students with Complex Instructional Needs.

PROGRAMS & SERVICES MINI REPORT – Dr. Mike Masko provided the Programs & Services mini report on the State of the Arts at the BCIU.

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

PUBLIC PARTICIPATION – The following individuals spoke about contract negotiations: Cathie Forman, Adrienna Michalko, Lori Waddington, Heather Fennell, Michelle Kistler, Katharine Johnson, Paul Connolly, Gina Meissler, Peggy Farmer, Jillian Mayo, Kathryn Helland and Lou Pollack.

Upon a motion by Mrs. Patty Sexton, seconded by Mrs. Pam Strange, and passed by unanimous voice vote by ten (10) Board Members, the Board approved Items #1-17:

APPROVAL OF MINUTES

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

APPROVAL OF TREASURER'S REPORT

Approved the Treasurer's Report for the period of July 1, 2014 through February 28, 2015. (Refer to Report in March 17, 2015 Board Agenda).

APPROVAL OF BILLS FOR PAYMENT

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

APPROVAL OF BUDGET

Approved the 2014-2015 Project MAX Budget in the amount of \$11,000. (Refer to Report in March 17, 2015 Board Agenda).

APPROVAL OF FUND TRANSFERS

Approved the Special Revenue Fund Transfers for February 2015 in the amount of \$123,600. (Refer to Report in March 17, 2015 Board Agenda).

APPROVAL OF CONTRACT AND ADDITIONAL SERVICES

Approved the following Early Childhood Private Provider Contract and Additional Services for the period of July 1, 2014 through June 30, 2015 in the total amount of \$193,000:

Contract

Pediatric Therapeutic Services, Inc. \$ 60,000

Additional Services:

Delta-T (PCA)	10,000
Gamut Early Intervention Services (PCA)	75,000
Pennhurst Group, Inc. (Clarity – PCA)	15,000
Pineville Child Development Center, Inc. (Tuition)	8,000
Children's Developmental Program (Tuition)	<u>25,000</u>
Total:	<u>\$133,000</u>
Grand Total:	<u>\$193,000</u>

APPROVAL OF AGREEMENT

Approved the Agreement with Psychologist Jessica Rausch-Esquivel for Bilingual Psycho-Educational Evaluation Services for the period of February 6, 2015 through June 30, 2015 for an estimated amount of \$10,000. (Refer to Agreement in March 17, 2015 Board Agenda)

APPROVAL OF PROPOSAL

Approved the Proposal with the School District of Upper Dublin for complete Comprehensive Planning Services for the period from February 3, 2015 to April 13, 2015 for revenue in the amount of \$4,800.

APPROVAL OF REFERRAL AGREEMENT

Approved the Referral Agreement with School Operations Services Group, Inc. for the Bucks County Intermediate Unit #22 to provide marketing assistance in exchange for 4% of all new sales and renewals for the period from March 17, 2015 through March 31, 2016 with an option to renew year-to-year thereafter for up to four renewal periods, unless terminated by either party. (Refer to Agreement in March 17, 2015 Board Agenda)

APPROVAL OF EXTENSION OF LEASE AGREEMENT

Approved the Second Extension of Lease for Classroom/Community Based Instruction Space from Quakertown Holding Corporation for the period of August 1, 2015 through July 31, 2017 at the annual rental cost of \$21,000 for 2015-2016 and \$22,000 for 2016-2017. (Refer to Agreement in March 17, 2015 Board Agenda)

APPROVAL OF CONTRACTS AND PURCHASES

Approved the following Contracts and Purchases for the month of March 2015 in the total amount of \$41,700:

<u>Contracts</u>	Vendor	Description	Budget	Amount
	Colleen Anzio	Presenter Fees for Six (6) Credit Courses During Winter/Spring 2015 Semester at \$2,400 each and one (1) at \$1,600	Local In-Service	\$16,000
	Richard Gallagher	Presenter Fees for Sixteen (16) Workshops during Winter/Spring Semester 2015 at \$600 each	Local In-Service	9,600
			Sub-Total	\$25,600
<u>Purchases</u>	Vendor	Description	Budget	Amount
	Apple, Inc.	Apps for Assistive Technology	IDEA	\$10,000
	Contract Logix, LLC	Annual Support and Maintenance from March 30, 2015 to March 29, 2016	Human Resources	1,550
	Prometheus Systems Consulting, LLC (dba: 360 Works)	Filemaker-PKI (Public Key Infrastructure) Plugin software	Finance	1,550
			Technology	3,000
			Sub-Total:	\$16,100
			Grand Total:	\$41,700

APPROVAL OF COOPERATIVE PURCHASING GROUP BID

Approved to Award the Bucks County Schools Cooperative Purchasing Bid #15-005 for Custodial Supplies for the period of June 1, 2015 through May 30, 2016 in the amount of \$704,363.31 to the following recommended vendors:

AGF Company	4,855.07
Calico Industries, Inc.	41,657.46
Central Poly Corporation	44,079.38
Ecolab, Inc.	8,961.15
Franklin Cleaning Equipment & Supply Co.	13,331.24
Fuller Paper Co.	4,703.28
Hillyard Delaware Valley	74,818.33
Indco, Inc.	9,238.62
Interboro Packaging Corporation	86,833.66
Interline Brands, Inc. dba AmSan Midlantic	47,655.14
Joseph Gartland, Inc.	9,405.00
L.J.C. Distributors of Fuller Brush	2,908.80
Northeast Janitorial Supply, LLC	46,241.52
Penn Jersey Paper Company	127,529.98
Penn Valley Chemical Co., Inc.	18,679.69
Pennsylvania Paper and Supply Company, Inc.	138,792.86

Pyramid School Products	11,535.85
Quill Corporation	2,904.78
Sherwin Williams	2,240.00
Xpdx LLC, A Veritiv Corporation Company	7,991.50

APPROVAL OF COOPERATIVE PURCHASING GROUP BID

Approved to Award the Bucks County Schools Cooperative Purchasing Bid #15-011 for New Tire and Recaps for the period of May 1, 2015 through April 30, 2016 in the approximate amount of \$263,978.96 to the following recommended vendors:

Bergey's Tires, Inc. – Continental/General new tires & Continental retreads
Henise Tire Service, Inc. – Bridgestone/Firestone new tires and Bandag retreads
Service Tire Truck Centers – Michelin and Goodrich new tires & Michelin retreads
Wingfoot Comm. Tire Systems LLC – Goodyear/Dunlap new tires & Goodyear retreads

APPROVAL OF COOPERATIVE PURCHASING GROUP BID

Approved to Award the Bucks County Schools Cooperative Purchasing Bid #15-014 for Reprographic Paper for the period of July 1, 2015 through June 30, 2016 in the approximate amount of \$1,022,236.71 to the following recommended vendors:

Lindenmeyr Munroe	15,556.05
Paper Mart, Inc.	49,914.93
W.B. Mason	956,765.73

APPROVAL OF AGREEMENT

Approved the Agreement with Criterion Educational, LLC for the National Institute for School Leadership's Executive Development Program for the period of March 17, 2015 through November 30, 2015 in the amount of \$35,000; funded by the Comprehensive Planning and School Improvement Statewide Support for Priority Schools grant. (Refer to Agreement in March 17, 2015 Board Agenda)

APPROVAL OF FIRST READING OF BOARD POLICY

Approved the First Reading of Policy #806 – Child Abuse. (Refer to Board Policy in March 17, 2015 Board Agenda).

APPROVAL OF VARIOUS HUMAN RESOURCES ITEMS

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

INFORMATION ITEM: (1) Assignment of Third Party Contract with Connections Education, LLC to Commonwealth Connections Academy
(2) Transportation Contracts
(3) Mr. Jack Brady provided his Legislative Report.

OLD BUSINESS – None

NEW BUSINESS – None

EXECUTIVE SESSION

Upon a motion by Mrs. Ada Miller, seconded by Mr. Ron Jackson, and passed by unanimous voice vote of ten (10) Board Members, the Board agreed to adjourn to Executive Session at 8:16 PM.

The Board adjourned to Executive Session to discuss Personnel and Negotiation Matters.

Upon a motion by Mrs. Patty Sexton, seconded by Mr. Michael Hartline, and passed by unanimous voice vote of ten (10) Board Members, the Board agreed to reconvene to public meeting from Executive Session at 9:33 PM.

PUBLIC PARTICIPATION - None

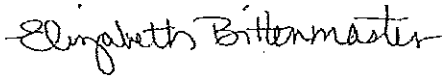
ADJOURNMENT

Upon a motion by Mrs. Sandy Weishrot, seconded by Mrs. Pam Strange, and passed by unanimous voice vote of ten (10) Board Members, the Board agreed to adjourn the meeting.

The meeting adjourned at 9:35 PM.

NEXT MEETING

The next regularly scheduled meeting of the Bucks County Intermediate Unit #22 Board of School Directors is: Tuesday, April 21, 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

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

- I. The regular meeting of the MBIT Executive Council was convened on Monday, March 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.

Council Members

Mrs. Susan Atkinson, New Hope Solebury 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.

Absent

Mr. Mark Byelich, Council Rock S.D.
Mr. John Gamble, Central Bucks S.D.
Mrs. Betty Huf, Centennial S.D.
Mrs. Kelly Unger, Central Bucks 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

An Executive Session was held to discuss personnel matters at 5:32 PM. The regular meeting resumed at 5:48 PM.

- II. Guest at the meeting was Ms. Peg Quann, Reporter for The Intelligencer.
- III. Mr. Kleinschmidt reported that last month, our students participated in SkillsUSA District 2 competitions held at Central Montco Career and Technical Center in Plymouth Meeting. He said our students participated in twenty seven competitions and he was proud to announce that they collectively earned thirty-three medals, including six gold, eleven silver and sixteen bronze. The six gold place winners will be heading to Hershey in April to compete in the state-wide competition.

On Monday, March 23, the Middle Bucks Institute of Technology chapter of the National Technical Honor Society (NTHS) will induct 17 new student members and one honorary member. The mission of the NTHS is to honor student achievement and leadership, and provide business and industry with a continuous stream of talented, highly skilled future employees, as well as being the leader in providing recognition for excellence in career

and technical education and creating significant occupational opportunities for America's top students in workforce education. He said that we are very proud of this year's inductees.

In addition, Dr. Robert Lees will be inducted as an honorary member of the National Technical Honor Society. Dr. Lees served as the Administrative Director at Middle Bucks from 1990 until 2004. He is presently serving as Director at Berks County Career and Technical Center and plans to retire in June after a long and successful career. Dr. Lees was instrumental in turning this school around when enrollment was low and the school was in need of leadership. It is because of Dr. Lees' commitment and long standing association with Middle Bucks that he was recognized as this year's honorary member of the National Technical Honor Society.

- IV. Ms. Driban said she loves that we have so many articles about our students all of the time, but thinks the best part is that we don't just keep up with current students. She loves to see all the things about the alumni and the cool stuff they do and thought it was great to see the article about the twins and where they are going. She added that she is very thankful that administration keeps us up to date with this information and how exciting it is that the alumni are always happy to say where they went to school. She thanked the Administration for everything they do.
- V. Ms. Driban moved, Mr. Miller seconded, passed unanimously, to approve the minutes of the February 9, 2015 meeting. Attachment 1 (pg. 7)
- VI. Routine Business:

A. Administrative Report

- 1. Mr. Vining noted that last month he presented the second look at the proposed 2015/2016 General Fund budget. At that time, we were looking at an overall increase of \$461,314 or 4.56%. Direction was given to go back and look to see where they could find savings.

He said the team met, reviewed the budget and had to make some tough decisions. The recommendations are to reduce the Adult Education Coordinator position from full-time to part-time, reduce the Organizational Advancement Coordinator from full-time to part-time, reduce the Receptionist position from a 12-month to a 10 month position, increase the hourly rate of the Administrative Assistant for Adult Education / Organizational Advancement Coordinator by \$1.00 due to increased responsibilities with the reorganization and to replace our Maintenance Mechanic who is retiring with a Custodian. The overall savings with the reorganization is approximately \$122,855.00. The figure includes salary and benefits for the staff that have been reduced from full time to part time and factors in costs for unemployment fees.

He continued by saying that we had our third look on our health insurance. The medical insurance was reported last month as a 1% increase over the current year rates, but is actually going to be a .04% decrease. The prescription plan had shown a 3.1% decrease, which is now 2.5 % decrease. The overall rates are lower for 2015-16 than they are in the current year. We have also reduced transportation costs, level funded supply lines for programs and reduced other supply areas. Overall, the reductions are approximately \$132,000, including the reorganization.

Mr. Vining explained that we are still recommending to use the fund balances. This includes using \$70,000 of the committed fund balance to reduce the increase in retirement next year, \$52,000 of Adult Education and \$78,000 of Production Control, which is approximately \$200,000.

He concluded his report by saying that overall, total expenditures are increasing by \$329,566 or 3.25%. We also have a substantial increase in the subsidies from the state. The member district contributions will increase by \$17,721 or .18%.

It was asked when the final budget needs to be submitted to the member districts. Mr. Vining noted there is not an official deadline. He said that as soon as it is approved, he will report to the member Business Administrators and will give them a copy of the budget. He explained that when the Executive Council votes on our budgets, it goes back to the member districts to vote on because it's the overall board that has to approve our budget. The sooner he gets it to the sending districts, the sooner it will be finalized.

Mrs. Strouse thanked Mr. Vining and said this was a challenging budget. The process has gotten more and more difficult over the last few years and there was lot of time put in to this.

- B. Ms. Driban moved, Mr. Jagelka 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 did not meet formally this month, but did have a phone conference in lieu of that and discussed matters that were brought forward in Executive Session. Attachment 3 (pg. 16)
2. Mr. Kleinschmidt stated that the items that came forward in the Finance Committee are also on tonight's agenda. Attachment 4 (pg. 17)
3. Mr. Kleinschmidt noted that there was not a Building, Security and Technology Committee meeting this month. Attachment 5 (pg. 18)

4. Dr. Foster, Chairperson of the Program, Policy and Personnel Committee said the committee meeting occurred at 4:30 PM today. Mrs. Dohoney and Mr. Loiacono came to kick off the Act 93 process and they are representing their colleagues. Their intention is to come back to the committee in two weeks, before the next Program, Policy and Personnel Committee meeting, to outline what they would like to accomplish with us. The items that were discussed are all on the agenda. Under Personnel Items, numbers one, two, three, and five were covered and under Other Matters for Consideration items four, five, nine, and eleven were touched upon. Attachment 6 (pg. 19)
- D. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to approve the Cash Payments Report for February. Attachment 7 (pg. 20)
- E. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to approve the Treasurer's Report for January. Attachment 8 (pg. 34)

VII. Current Agenda Items

A. Personnel Items

1. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to ratify the resignation of Jill Dulany, Administrative Assistant – Assistant Director, Systems Manager – Curriculum effective March 4, 2015.
2. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to ratify the qualifying leave of absence consistent with Policy #435.1 – Family and Medical Leave for Lisa Cuffari, Dental Occupations Teacher, effective March 4, 2015.
3. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to approve the retirement of Richard Shustack, Maintenance Mechanic, effective August 1, 2015.
4. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to ratify the following teacher to serve in the role of Mentor Teacher in accordance with the teachers' contract at a prorated rate of \$400 for the second half of the 2014-2015 school year.
 - a. Michael McCombe
5. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to ratify employment of the additional spring 2015 Adult Evening School staff. Attachment 9 (pg. 50)
6. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to approve the restructuring of the following so that the positions will be part-time, not full-time and no longer members of the Act 93 group; entitled only to state mandated benefits:
 - a. Nancy Messick, Adult Education Coordinator
 - b. Erin Rinker, Organizational Advancement Coordinator

7. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to approve a status change for Renee Elliott, Main Office Administrative Assistant, from a 12-month to 10-month employee due to restructuring, effective with the start of the 2015-16 school year.
8. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to approve an hourly rate adjustment of \$1.00 per hour for Jeanise Dimitri, Administrative Assistant Adult Education/Organizational Advancement, due to restructuring, effective with the start of the 2015-2016 school year.

B. Other Matters for Consideration

1. Ms. Driban moved, Mrs. Atkinson seconded, passed unanimously, to approve the proposed Middle Bucks Institute of Technology 2015-2016 General Fund Budget. (Enclosure)
2. Ms. Driban moved, Mrs. Atkinson seconded, passed unanimously, to approve the proposed Middle Bucks Institute of Technology various non-major fund budgets for 2015-2016. (Enclosure)
3. Ms. Driban moved, Mrs. Atkinson seconded, passed unanimously, to authorize the Business Office to solicit bids for lab supplies for the 2015/2016 school year.
4. Ms. Driban moved, Mrs. Atkinson seconded, passed unanimously, to approve the additional field trip and out of state competition field trip for the 2014/15 school year. Attachment 10 (pg. 51)
5. Ms. Driban moved, Mrs. Atkinson seconded, passed unanimously, to ratify the out of state professional development request. Attachment 11 (pg. 52)
6. Ms. Driban moved, Mrs. Atkinson seconded, passed unanimously, to receive and file the January 28, 2015 Middle Bucks Area Vocational Technical School Authority Minutes. Attachment 12 (pg. 53)
7. Ms. Driban moved, Mrs. Atkinson seconded, passed unanimously, to receive and file the January 23, 2015 Local Advisory Council Minutes. Attachment 13 (pg. 58)
8. Ms. Driban moved, Mrs. Atkinson seconded, passed unanimously, to engage Theta Consulting, a structural engineering firm for preparation of construction documents with participation of Computerized Drafting & Engineering Graphics students for the MBIT Student-Built Modular house project with fee of \$2,200 and contract administration at \$150 per hour (if requested) and payment from Production Fund. Attachment 14 (pg. 64)
9. Ms. Driban moved, Mrs. Atkinson seconded, passed unanimously, to receive and file the Summary Appraisal Report for Insurance Purposes for Middle Bucks Institute of Technology dated October 31, 2014. Attachment 15 (pg. 71)

10. Ms. Driban moved, Mrs. Atkinson seconded, passed unanimously, to approve the Automotive Services Master Training License Agreement between Middle Bucks Institute of Technology and CCC Information Services Inc. to provide the CCC ONE Total Repair Platform to the school at no cost for the Automotive Collision Technology Program. Attachment 16 (pg. 86)
 11. Ms. Driban moved, Mrs. Atkinson seconded, passed unanimously, to approve a service agreement with Kupper Engineering, Inc. to act as MBIT's Owner's Agent with respect to the extraction of existing transformers and verification that the installation and testing of new replacement transformers are completed in accordance with prescribed procedures, documentation and testing at a cost of \$17,500 to be funded by the proceeds from the bond refinancing of 2014. Attachment 17 (pg. 93)
 12. Ms. Driban moved, Mrs. Atkinson seconded, passed unanimously, to approve budget transfers. Attachment 18 (pg. 100)
- VIII. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to adjourn the March 9, 2015 meeting of the MBIT Executive Council at 6:05 PM.

Respectfully submitted,

Secretary

Roberta Jackiewicz
Assistant Secretary