

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

February 9, 2016

The Central Bucks Board of School Directors held its meeting on Tuesday, February 9, 2016 in the Board Room of the Educational Services Center with President Beth Darcy presiding. The meeting was called to order by President Darcy at 7:42 p.m., followed by the Pledge of Allegiance.

BOARD MEMBERS PRESENT

Beth Darcy – President, John Gamble – Vice President, Sharon Collopy, Stephen Corr, Paul Faulkner, Glenn Schloeffel, Karen Smith, Dennis Weldon, Jerel Wohl

ADMINISTRATORS PRESENT

Dr. David Weitzel, Dr. Nancy Silvius, Dr. David Bolton, Andrea DiDio-Hauber, Scott Kennedy, David Matyas, Edward Sherretta, Mary Kay Speese

ALSO PRESENT

Jeffrey Garton – Solicitor, Sharon Reiner - School Board Secretary

Mrs. Darcy announced that the Board met in Executive Session this evening to discuss labor contracts and also met for an informational Board session earlier this afternoon at the CBEA offices with the bargaining unit.

APPROVAL OF MINUTES

Motion by Stephen Corr, supported by John Gamble, to approve the minutes of the January 26, 2016 school board meeting.

Motion Approved 9-0.

PUBLIC COMMENT

Andrew Ochadlick commented that three years ago around this time he presented to the Board information on the August 21, 2017 total solar eclipse and the educational opportunities it would provide. Tonight Mr. Ochadlick spoke about the Earth to Sky Calculus Organization (a group of students in California that will launch balloons into the stratosphere along the path of the eclipse with cameras to provide photos and information during the event) and urged Board members to look into this educational opportunity for our students. Mr. Ochadlick provided the Board with a packet of information along with a flash drive and also mentioned that on April 8, 2024, another total solar eclipse will occur.

SUPERINTENDENT'S REPORT

The *This Month in Central Bucks* video and the *Aramark Foodservice Program Overview 2015-2016* presentation was postponed.

SCHOOL BOARD REPORTS

The Curriculum Committee, Finance Committee, Human Resources Committee, and Operations Committee notes, and the BCIU Board minutes were mentioned. These notes and minutes are Attachment A.

RECOMMENDATIONS FOR ACTION

ACCOUNTS PAYABLE CHECK DISBURSEMENTS

Motion by John Gamble, supported by Jerel Wohl, to approve the January 26, 2016, February 1, 2016, and February 4, 2016 General Fund check disbursements in the amount of \$2,056,877.83; and the January 28, 2016 Capital Fund check disbursements in the amount of \$708,168.68.

Motion Approved 9-0.

BUCKS COUNTY INTERMEDIATE UNIT #22 BUDGET APPROVAL

Motion by Stephen Corr, supported by Karen Smith, to approve the Bucks County Intermediate Unit #22 Programs and Services/Instructional Materials & Research Services Budget for the 2016-2017 school year.

Dr. Weitzel mentioned that there would be no increase in contribution for the Central Bucks School District over last year's amount.

Motion Approved 9-0.

CONSTRUCTION CONTRACTS AND SERVICE AGREEMENTS

Motion by John Gamble, supported by Karen Smith, to award a contract to DiLemmo Construction to provide and install a band tower at CB East High School in the amount of \$40,880.

Mrs. Collopy stated that the CB East Band Parents provided \$15,000 toward the purchase of the band tower.

Motion Approved 9-0.

Motion by Paul Faulkner, supported by Stephen Corr, to reject all bids for the infiltration system at CB East High School – Holicong site.

This action item is still in litigation and at the advice of counsel the district will not install the infiltration system until it is required to do so.

Motion Approved 9-0.

SCHOOL BOARD POLICIES FOR APPROVAL

Motion by Stephen Corr, supported by Dennis Weldon, to bring School Board Policy 317 – Conduct/Disciplinary Procedures – Administrative Employees; School Board Policy 417 – Conduct/Disciplinary Procedures – Professional Employees; School Board Policy 517 – Conduct/Disciplinary Procedures – Classified Employees; School Board Policy 816 – Electronic Communications and Social Media/Networking; School Board Policy 824 – Maintaining Professional Adult/Student Boundaries; and School Board Policy 916 – Volunteers, off the table.

Motion Approved 9-0.

Motion by Stephen Corr, supported by Dennis Weldon, to approve School Board Policy 317 – Conduct/Disciplinary Procedures – Administrative Employees; School Board Policy 417 –

Conduct/Disciplinary Procedures – Professional Employees; School Board Policy 517 – Conduct/Disciplinary Procedures – Classified Employees; School Board Policy 816 – Electronic Communications and Social Media/Networking; School Board Policy 824 – Maintaining Professional Adult/Student Boundaries; and School Board Policy 916 – Volunteers.

Motion Approved 9-0.

PERSONNEL ITEMS

Motion by Stephen Corr, supported by Sharon Collopy, to approve resignations, retirements, positions ended, and leaves of absence; reinstatements, appointments, long-term substitute teachers, long-term per diem substitute teachers, classification changes, community school staff, per diem substitute teachers, per diem substitute bus drivers, substitute van drivers, substitute custodians, substitute educational assistants, and community school substitute educational assistants.

RESIGNATIONS

Name: Michelle Fabrey
Position: English teacher – Central Bucks High School - East
Effective: February 12, 2016

Name: Matthew Fellenz
Position: Substitute Custodian – Facilities Department
Effective: January 15, 2016

Name: Frances Hawkins
Position: Before/After School Care
Effective: December 31, 2015

Name: Rukhsana Siddiqi
Position: Before/After School Care – Butler Elementary School
Effective: December 31, 2015

Name: Leanne Weaver
Position: Staff Nurse – Unami Middle School
Effective: January 22, 2016

RETIREMENTS

Name: Pamela Anderson
Position: Special Education Assistant – Linden Elementary School
Effective: June 14, 2016

POSITIONS ENDED

Name: Amy Leta
Position: Special Education Assistant – Unami Middle School
Effective: January 31, 2016

LEAVES OF ABSENCE

Sally Bauder Biology teacher – Central Bucks High School – West
April 19, 2016 - TBD

Christie Besack	Social Studies teacher – Central Bucks High School – West April 4, 2016 – August 2016
Lisa Cirulli	Elementary teacher – Doyle Elementary School January 4, 2016 – TBD
Laurie Gardner	Special Education Assistant – Mill Creek Elementary School February 29, 2016 – March 23, 2016
Frank Hamilton	Custodian (Floater) – Facilities Department January 22, 2016 – TBD
Kathryn Jones	Duty Assistant/Library Assistant – Central Bucks High School – West February 26, 2016 – TBD
Tracey Lehr	Special Education Assistant – Groveland Elementary School February 16, 2016 – April 1, 2016
Julie McGlynn	Biology teacher – Central Bucks High School – West February 6, 2016 – March 28, 2016
Jessica Reid	Social Studies teacher – Holicong Middle School January 14, 2016 - TBD
Jane Saddington	Transportation Assistant – Transportation Department February 8, 2016 – April 18, 2016
Rachel Stolzenberg	Elementary teacher – Jamison Elementary School March 8, 2016 – August 2017
Rosemary Straub	Special Education Assistant – Kutz Elementary School January 19, 2016 – February 19, 2016

REINSTATEMENTS

Name: Marykate Blankenburg
 Position: Secondary School Counselor
 Effective: February 16, 2016

APPOINTMENTS

Name: Kimberly Dillon
 Position: Educational Assistant - Transportation
 \$14.01 per hour
 Effective: February 10, 2016

Name: Meredith Fay
 Position: Special Education Assistant – Bridge Valley Elementary School
 \$14.51 per hour
 Effective: January 28, 2016

Name: Sylvana Hamilton
 Position: Staff Nurse – Bridge Valley/Cold Spring Elementary, Unami Middle School
 \$19.45 per hour
 Effective: January 19, 2016

Name: William Haug
 Position: Bus Driver – Transportation
 \$19.60 per hour
 Effective: February 10, 2016

Name: Meredith Haywood
 Position: Non-Instructional EA – Office Clerk -- Central Bucks High School – East
 \$12.26 per hour
 Effective: February 16, 2016

Name: Dianna Koziatek
 Position: (Temporary) Special Education Assistant – Central Bucks High School – West
 \$14.01 per hour
 Effective: January 27, 2016

Name: Harry Martin
 Position: Bus Driver – Transportation
 \$19.60 per hour
 Effective: February 10, 2016

Name: Walter Miller
 Position: Bus Driver – Transportation
 \$19.60 per hour
 Effective: February 10, 2016

Name: Sydney Osler
 Position: Educational Assistant – Transportation
 \$14.01 per hour
 Effective: February 10, 2016

Name: Frank Pacitti
 Position: Bus Driver – Transportation
 \$19.60 per hour
 Effective: February 10, 2016

Name: Hayden Rohrmiller
 Position: (Temporary) District Floater Custodian – Facilities Department
 \$15.47 per hour
 Effective: January 22, 2016

Name: James Smith
Position: (Temporary) District Floater Custodian – Facilities Department
\$15.47 per hour
Effective: February 1, 2016

Name: Linda Vaughn
Position: Van Driver – Transportation
\$17.10 per hour
Effective: February 10, 2016

LONG-TERM SUBSTITUTE TEACHERS

Name: John Broskey
Position: (.6) English teacher – Central Bucks High School – South
\$45,024 (B+0 credits, Step 1)
Effective: January 28, 2016 until the end of the 2015-2016 school year

Name: Caroline Deitch
Position: English teacher – Central Bucks High School – East
\$45,024 (B+0 credits, Step 1)
Effective: August 31, 2015 until the end of the 2015-2016 school year

Name: Meghan Forlini
Position: Social Studies teacher – Central Bucks High School – West
\$45,024 (B+0 credits, Step 1)
Effective: January 4, 2016 until the end of the 2015-2016 school year

Name: Victoria Hall
Position: Special Education teacher – Cold Spring Elementary School
\$45,024 (B+0 credits, Step 1)
Effective: August 31, 2015 until the end of the 2015-2016 school year

Name: Jennifer Jones
Position: Mathematics teacher – Central Bucks High School – West
\$45,024 (B+0 credits, Step 1)
Effective: January 28, 2016 until the end of the 2015-2016 school year

Name: Jo Nalty
Position: (.27) Spanish teacher – Central Bucks High School – South
\$45,024 (B+0 credits, Step 1)
Effective: January 28, 2016 until the end of the 2015-2016 school year

Name: Matthew Wallenstein
Position: (.77) Latin teacher – Central Bucks High School – South
\$45,024 (B+0 credits, Step 1)
Effective: January 28, 2016 until the end of the 2015-2016 school year

LONG-TERM PER DIEM SUBSTITUTE TEACHERS

Name: Wayne DeMore
Position: English teacher – Unami Middle School
\$150 per day
Effective: January 28, 2016

Name: Anthony DiPietro
Position: Science teacher – Unami Middle School
\$150 per day
Effective: January 27, 2016

Name: Muriel Hastings
Position: General Music – Gayman/Linden Elementary Schools
\$150 per day
Effective: January 28, 2016

Name: Brianne Tartaglia
Position: Mathematics teacher – Holicong Middle School
\$150 per day
Effective: February 16, 2016

CLASSIFICATION CHANGES

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Kelli Chioffe	(.99) Special Ed Assistant Holicong \$14.98 Per Hour	(1.0) PCA East \$15.49 Per Hour	1/29/16
Donna DiGiuseppe	(.99) Personal Care Assistant South \$15.12 Per Hour	(.99) Special Ed. Asst South \$14.62 Per Hour	1/29/16
Ronald MacDonald	(Temporary) Spec Ed Assistant West \$14.01 Per Hour	(Temporary) Duty Asst West \$12.26 Per Hour	1/26/16
Melissa Pinto	(.67) Duty Assistant East \$12.63 Per Hour	(.99) Special Ed Asst Holicong \$14.01 Per Hour	1/28/16
Sara Vessichelli	(.98) Personal Care Assistant Tamanend \$12.38 Per Hour	(.99) Special Ed Asst Holicong \$14.01 Per Hour	1/27/16

COMMUNITY SCHOOL STAFF

Brandon Berry Before/After School Child Program – Supervisor Rate \$24.00/hour

APPROVAL OF PER DIEM SUBSTITUTE TEACHERS - Approved salary rate of \$95/day for the 2015-2016 school year.

Amy Badger	Donna Fields	Laura McCrory
Elisa Barbera	Jennifer Flaherty	Suresh Menon
Jennifer Boles Siwak	Laura Foreman	Roseann Murphy
Amanda Caffey	Shira Goldstein	Shawn O'Donnell
Dana Carducci	Jeanette Helmstetter	Caroline Orford
Douglas Cezosimo	Victoria Hepp	Devon Pinkus
Alison Coffman	Christina Isernia	Georg Purvis
Joanna Curran	Allison Jenkins	Jillian Radcliffe
Victoria DeCesare	Michelle Kane	Sallie Jo Reid
Susan DeFlavio	Gregory Kapner	Patrick Rissmiller
Nicole Deming	Katelyn Loughran	Gary Sentman
Stacy Donnelly	Steven Love	Lauren VanPelt
Denise Evangelista	Charles Marterella	Tyler Wharton

APPROVAL OF PER DIEM SUBSTITUTE BUS DRIVERS, SUBSTITUTE VAN DRIVERS, SUBSTITUTE CUSTODIANS, SUBSTITUTE EDUCATIONAL ASSISTANTS, AND COMMUNITY SCHOOL SUBSTITUTE EDUCATIONAL ASSISTANTS - Approved salary rate of \$20.35/\$13.45/\$14.00/\$10.50 per hour for the 2015-2016 school year.

<u>Substitute Bus Drivers</u>	<u>Substitute Van Drivers</u>	<u>Substitute Custodians</u>
William Custren	Holly Hoagland	Mark McDermott
Michael Gabriel		Stephen Rosemin
William Haug		John Ryan
Daniel Miller		
Peter Russo		
Christopher Ryan		
Norris Smith		

<u>Substitute Educational Assistants</u>	<u>Community School Substitute Educational Assistants</u>
Lisa Bishop	Anthony Jagelka
Gina Christy	
Beverly Hager	

Before the Board took action, Mrs. Darcy stated that included in the Personnel Items was the reinstatement of Marykate Blankenburg after a one year suspension. If the reinstatement is approved, Ms. Blankenburg will return to the district on February 16, 2016 on final warning. Ms. Blankenburg will be returned to her position on the salary schedule based on her years of service and education level as of her last date of employment; she will not receive compensation for her year of suspension; she has given the Board an apology; and she will be placed in a building by the Administration. The above conditions are part of a settlement agreement – a resolution of a contract dispute.

Motion Approved 9-0.

STUDENT ITEMS

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

- CB West Choir to travel to New York on February 27, 2016
- Lenape Middle School 9th Grade Team to travel to Washington, D.C. on April 8, 2016
- Tamanend Players from Tamanend Middle School to travel to New York City: Hard Rock Café and Lunt Fontanne Theater on May 7, 2016

Motion Approved 9-0.

STAFF CONFERENCES

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

Name	Area	Dates	Conference name	Location	General Fund	Grants	Totals
Burkholder, Sarah	Professional	2/17, 3/1 & 5/18/16	Formative Assessment Workshop	BCIU#22		238	
Fornwald, Laura	Professional	2/17, 3/1 & 5/18/16	Formative Assessment Workshop	BCIU#22		238	
Kownurko, Virginia	Professional	4/10 to 4/12/16	FBLA State Competition & Conference	Hershey, PA		805	
Krotz, Harry	Professional	2/22/15	PA Educational Technology & Expo	Hershey, PA	277		
Meo, Martin	Professional	4/10 to 4/12/16	FBLA State Competition & Conference	Hershey, PA		805	
Toub, Rosemary	Professional	4/10 to 4/12/16	FBLA State Competition & Conference	Hershey, PA		805	
Weiner, Whitney	Professional	2/17, 3/1 & 5/18/16	Formative Assessment Workshop	BCIU#22		238	
Totals this meeting					277	3,129	3,406
Year to date from last meeting					7,381	31,525	38,906
Totals year to date					7,638	34,654	42,292
General fund budget				28500			

Motion Approved 9-0.

REPORTS/INFORMATION

Dr. Weitzel announced that Student Activities Quarterly Reports ending December 31, 2015 for the secondary schools were included as information items to the Board.

Mrs. Darcy stated that it is with great disappointment that she accept the resignation of Board member Stephen A. Corr to be effective February 12, 2016, due to his employment with the law firm that represents the school district. Mrs. Darcy read the attached letter which is Attachment B.

Dr. Weitzel, Mr. Gamble, Mr. Wohl, and Mr. Faulkner thanked Mr. Corr for his service, dedication, and commitment to the Central Bucks community.

Mr. Corr stated that it he has enjoyed his eleven years serving on the Board and thanked everyone.

There being no further business before the Board, motion by Stephen Corr, supported by John Gamble, to adjourn at 8:05 p.m.

Respectfully submitted,



Sharon L. Reiner
Board Secretary
Recording Secretary

CENTRAL BUCKS SCHOOL DISTRICT
Curriculum Committee Notes
January 13, 2016

MEMBERS PRESENT

Sharon Collopy, Chair
 Karen Smith, Member
 Dennis Weldon, Member
 Jerel Wohl, Member

OTHER BOARD MEMBERS AND ADMINISTRATORS PRESENT

Beth Darcy	Dr. David Weitzel	Jason Jaffe
Paul Faulkner	Dr. David Bolton	Richard Kratz
John Gamble	Dr. Nancy Silvius	Corinne Sikora
Glenn Schloeffel		Mary Kay Speese

COMMITTEE MEMBERS ABSENT

None

PUBLIC COMMENT

Julie Whalen, Elizabeth McKenna, Samuel Hauser, and Kristi Hauser commented on the elementary report card.

Marian Mass and Eric Mass commented on up-booked online for math course.

Mary Bingler commented on music and block scheduling

Nancy Santacealia commented on weighting of courses and technology.

PREVIOUS MEETING NOTES

There were no changes

INFORMATION/DISCUSSION

Revision of Policy 123.1—Concussion Management—Corinne Sikora reviewed revisions to 123.1 which reflect practices already in effect at secondary schools. At the beginning of each athletic session, an information meeting is held with athletes on concussions and the importance of proper concussion management. A baseline concussion test is administered each year to high school, and every two years to middle school, athletes involved in collision and contact sports. New guidelines were included in this policy which addresses ‘return to learn’ and ‘return to play’ protocols.

Policy 123.2—Sudden Cardiac Arrest—Corinne Sikora reviewed that 123.3 was formerly an attachment to Policy 123 and now changing to a policy based on PSBA guidelines. Revisions reflect what is presently in practice in the district.

Revision to Policy 123—Interscholastic Athletics—Corinne Sikora reviewed that the only change to Policy 123 was the reference section which now shows no attachments to this policy.

New Policy 113.3—Screening and Evaluations for Students with Disabilities—Mary Kay Speese informed board members that this new policy required by PSBA puts into policy the procedures for screening and evaluations which already are in practice in the district. Board members discussed that timelines from state and federal regulations related to this policy are available through the web links in the legal section of the policy.

Revision to Policy 816—Electronic Communications and Social Media/Networking—Jason Jaffe reviewed a change in this policy related to students posting comments to class collaboration sites which are restricted to viewing within the teacher’s class roster and within the CBSD domain.

Everyday Math 4—Richard Kratz presented his recommendations for a district committee of elementary teachers to review the Everyday Math 4 curriculum update. Mr. Kratz suggested a timeline of May 2016 for the committee to determine if they would recommend the new materials for implementation in September 2016. If

the materials were to be approved for implementation, a curriculum writing group would work during the summer to present a final curriculum document in August 2016. Board members gave Mr. Kratz approvals to convene the review committee.

Discussion of Formation of a School Board Policy Committee—This agenda item was moved to the Operations Committee agenda for January 20, 2016.

Review of Elementary Reporting Documents—Dr. Bolton presented three documents: the elementary report card last used in 2013-2014, the reporting student progress document used in 2014-2015, and the revised reporting student progress document being used in 2015-2016. He highlighted the adjustments that were made in summer 2015 to the revised document. These changes were a result of input from teachers, parents, and administrators.

Discussion ensued regarding some board members' desire for adjustments to be made to the current document. Options discussed were: including letter grades to the current document, reverting to the report card of 2013-2014, or creating a hybrid document to include both standards-based indicators and letter grades.

ANNOUNCEMENTS

The next scheduled meeting is February 10, 2016

ADJOURNMENT

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

CENTRAL BUCKS SCHOOL DISTRICT
Finance Committee Notes
January 20th, 2016

Committee Members Present

Jerel Wohl, Chairperson
Beth Darcy, Member
Paul Faulkner, Member
Glenn Schloeffel, Member

Dave Matyas, Business Administrator
Susan Vincent, Director of Finance

Other Board Members and Administrators Present

Steve Corr
Karen Smith

Dr. Weitzel
Laurel Podraza
Mary Ann Beltz

Committee Members Absent

The Finance Committee meeting started at 7:25 p.m. with an executive session to discuss real estate tax appeals. The executive session ended at 7:45 p.m. and the public portion of the meeting was then called to order.

PUBLIC COMMENT

There was no public comment. Two members of the public were present as was the press.

Review of Notes

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

INFORMATION/ DISCUSSION/ACTION ITEMS

Black Board Software Changes – Laurel Podraza, I.T. Applications Manager, and Mary Ann Beltz, I.T. Specialist, presented a proposal to change software to improve our existing communication methods to parents and the community at-large and provide a more comprehensive system for parent and community engagement.

Currently, there are limitations and shortfalls with our current communication systems and they lack integration.

- Infinite Campus (SIS) on premise is used for email by principals/teachers. Delays can occur with the in-house system based on time of day & volume of email that flows through one pathway.
- Synrevoice is our rapid response communication system hosted offsite used for Email/Text/Phone communication.
 - Infinite Campus does not have clear email naming conventions for parents to know what school initiated the email.
 - Both systems do not have a mobile application so staff must initiate messages from a laptop or pc.
- Schoolwires is the system used for our internet web content that the district switched to in 2013.

- The system is easy for staff to use although we could work towards having more current content for a district of our size.
- Facebook and Twitter are maintained as separate tools by district staff.

We are not utilizing mobile device applications that are available for use by our community for improved communication. Approximately 80% of households have a smartphone. Of that, 50% of smartphone users get their information from the internet exclusively through their smartphone. Increasingly, parents want constant, anywhere access.

Within the past year Blackboard, a software industry leader in the education market, purchased Schoolwires (our internet software system) and Parent Link (a mobile app system). They already own Connect (a rapid response communication system). With Parent Link, we would have a district mobile app that would pull our content from Schoolwires, which could also include utilization of their rapid response system. During weather events, district staff could use the Connect piece to send emails/texts/post to internet/Facebook/twitter all with one tool. This would be a step towards providing more comprehensive & integrated communication.

Switching to the Blackboard software products will have a net additional expense of \$3,451 per year.

Q: Did administration look at other vendors? The I.T. department looked at custom development several years ago. The integration that Blackboard provides is very unique and cost effective so it was very hard for us not to consider. It was also clarified how Campus Messenger and the Portal with the new App could be used by parents.

Q: What are the implementation plans? Testing is to begin in the spring of 2016 with full implementation for the start of school in August 2016.

2016-17 Budget Update – Administration presented an overview of the financial changes since the December 1st Board Meeting. From November through January, the state has adjusted subsidy allocations downward by approximately \$1.5M.

Q: What is the method used to determine state subsidies for 2015-16? The current state allocation methodology is a 1% increase over actual receipts for the 2014-15 school year which again, is about \$1.5M below the allocation Governor Wolf proposed in his budget address for the 2015-16 budget year.

The mandated retirement contributions were adjusted upward from December to January by 1.2% due to actuarial projections. This adjustment is estimated add an additional \$500,000 to the 2016-17 retirement expense taking it from \$5,900,000 to \$6,400,000 over the 2015-16 expense. The total retirement expense for 2016-17 is projected to be \$44,900,000 of which the state of Pennsylvania will reimburse the district for 50% of the cost.

Expenditures putting upward pressure on the budget are:

- Increased mandated state retirement contributions +16.2%.
- Projected increase in the cost of prescription benefits +10.5%.
- Increased overhead associated with administering the district health care plan under the Affordable Health Care Act requirements, and administering State mandated background checks and associated record keeping and correspondence.

Expenditures putting downward pressure on the budget are:

- Health care expenses associated with doctors and hospitals are projected to be below the Act 1 base index of 2.4%.

- The cost of fuels and utilities are declining.
- Student enrollment is declining and appropriate staff reductions are being made to any areas the enrollment decline impacts.
- Principal and interest payments are declining due to the district debt prepayment plan.

Revenues for the current fiscal year, 2015-16 are projected to exceed the budgeted amount by approximately \$4.3 million.

Each budget cycle, the district applies for exceptions to the Act 1 base limit just in case state subsidies are reduced to a point where the local revenues cannot offset the state reduction through growth of real estate assessed values.

Major goals of the 2016-17 budget are:

- Keep tax increases to a minimum or zero
- Prepare for the continued large retirement rate increases over the next three years
- Minimize the growth in health care costs
- Plan for future debt reduction
- No future borrowing, pay cash for technology, school buses, and building renovations
- Continue to fund and assess district initiatives for 2016-17
 - Finalize elementary wireless network access
 - Expand Extra Duty Responsibilities (EDR's)
 - Establish iPad lending library for grades 3 through 6 students
 - Maintain our class size
 - Add 4 teachers to the Q.U.E.S.T. program (expense offset by enrollment decline)
 - Update materials for elementary math

The Finance Committee asked administration to refine some of the wording associated with budget goals and budget pressure points in preparation for the next School Board meeting budget presentation.

Status of the 2014-15 Audit – A spreadsheet was provided to the committee that detailed the types of audits the district must undergo as well as the areas of information that is reviewed by each auditor. Currently, the district is audited by eight different organizations that have reviews ranging from yearly audits to four-year cycles. A copy of the 2014-15 audit report was distributed. This is the yearly audit for the 2014-15 school year which is complete with a clean opinion by the audit firm.

The committee asked that the auditor attend the February Finance Committee meeting to review the audit report, discuss the process the firm uses to verify school district accounting information, and compare CBSD financial health with our school district clients. In addition, the auditors will be prepared to give their opinion on the utility of maintaining a reserve for Other Post-Employment Benefits (OPEB).

The committee also discussed the value of an outside review of business office processes and procedures. The committee directed administration to develop a scope of work, create costs estimates and, partner with the Pennsylvania Association of School Business Officials (PASBO) to conduct a review.

2015-16 Budget Transfers - The annual expenditure budget is approved in a detailed state mandated format. As the fiscal year proceeds, actual expenditures may exceed the original budget in certain expense line items and also actual required expenditures may fall below the original budget in other categories. The State requires that the Board approve budgetary transfers to cover all higher than anticipated expenditures that occur within budget categories. Administration reviewed budgetary transfers needed to adjust the 2015-16 budget as a part of on-going budget maintenance. As budgets lines continue to tighten, it is anticipated that budget transfers will be needed every other month or so. The committee recommended this item be placed on the School Board agenda for consideration.

Real Estate Tax Bill Late Notice Post Cards – After October 31st of each year, any real estate tax bill that is unpaid from the July 1st billing cycle incurs a 10% penalty according to Pennsylvania tax collection law. This is a substantial penalty and it makes tax payers very upset when they forgot to pay the bill or had other circumstances that caused them to miss the deadline. A recommendation is to send out postcards on October 15th of each year to any taxpayer who has not paid their bill. This reminder notice is estimated to cost about \$3,000 per year but will help save the tax payer penalty payments and eliminate many angry phone calls. The Finance Committee directed administration to implement this process in the 2016-17 school year.

ADJOURNMENT

The meeting adjourned at 9:20 p.m.

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

CENTRAL BUCKS SCHOOL DISTRICT
Human Resources Committee Notes
January 13, 2016

MEMBERS PRESENT
PRESENT

Paul Faulkner, Chairperson
Sharon Collopy, Member
Karen Smith, Member

OTHER BOARD MEMBERS AND ADMINISTRATORS

Beth Darcy
Glenn Schloeffel
Jerel Wohl

Dr. David Bolton
Dr. Nancy Silvius
Dr. David Weitzel
Andrea DiDio-Hauber

COMMITTEE MEMBERS ABSENT

Stephen Corr, Member

PUBLIC COMMENT

There was no public comment.

PREVIOUS MEETING NOTES

There were no changes to the meeting notes of October 14, 2015

INFORMATION/DISCUSSION

Day-to-Day Substitute Training – Ms. Hauber provided an update to the committee regarding the first day of substitute training which was held January 13 and 14, 2016. There were 125 individuals registered and 75 individuals on the waiting list for the next training. The first day began with some cancellations due to the icy morning, but overall the first day was a success. Mrs. Collopy asked about the cost of the training and if, after they substituted, they could get the \$75 reimbursed. Ms. Hauber stated that the \$75 charge covered the cost of food, supplies, and two certifications including the 2015-2016 school year and the 2016-2017 school year. After payment of the supplies, food and certifications the district is even. Ms. Hauber went on to share that the demographics of the training was for those individuals holding a bachelor's degree that wished to become trained to substitute for Central Bucks School District. Mrs. Darcy asked how long it will take for these individuals to get their certifications. Ms. Hauber indicated that it is a priority and if all required paperwork is submitted they should be certified by January 22, 2016. Mr. Schloeffel asked why we don't use the BCIU for substitutes. Ms. Hauber responded by informing the group the BCIU contracts with Source for Teachers for day-to-day substitute teachers. The fill rates for substitute teachers with Source for Teachers has been much less successful then our own fill rates and those districts that have signed on with Source for Teachers have not been pleased with the low fill rates. Mr. Schloeffel requested more information on substitute fill rates. Ms. Hauber indicated that she will gather the data and send to Board Members.

Discussion and Action Items – Policies 317, 417, 517, 824 and 916

Policy 317, 417 and 517: Ms. Hauber notified the committee that these three policies are the same policies with minor language differentiation for classified, professional and administrative staff. Ms. Hauber indicated that the updating of these three policies from PSBA is a result of the new Act 126 language changes. Mr. Gamble requested a change to policies 317, 417 and 517 to state "district property" rather than school grounds. The committee agreed.

Policy 824 and 916: The committee moved on to policies 824 and 916 with questions. Mrs. Collopy asked about policy 824, number 4 regarding touching a student without an educational reason. Ms. Collopy indicated that this language caused her some concern as there are occasions where an elementary school child will hug someone and she would not want them to think they are violating this policy. Mrs. Collopy asked if there is a list of educational reasons to touch a child. Ms. Hauber indicated she was not sure, but could inquire. Mrs. Smith asked how we are going to handle the acknowledgement sign off on page 5 of policy 916. A suggestion was made for electronic signature. Ms. Hauber will determine the most efficient way to roll this policy out and receive a signed acknowledgement in return. Mr. Wohl asked if Board members need clearances. Ms. Hauber indicated only if they intend to volunteer on a regular basis in a school building or attending an overnight field trip. Mrs. Darcy suggested that the Board Members should lead by example and obtain their clearances.

Discussion Items - Mrs. Darcy requested that when bringing pre-deliberational materials forward they be shared with all before going to the board for a vote. There was discussion about when material becomes public. Mrs. Darcy then requested that all materials be marked "draft."

Mrs. Smith requested that a discussion be held at the next HR Committee meeting about how to speed up the process to change employment status of the special education E.A.s. Mrs. Smith would also like added to the next agenda a discussion about the 2-hour delay and teachers reporting to school when the students are reporting.

Information Item - Principles of Responsible Conduct – Ms. Hauber updated the committee on the progress of collecting information on the principles of responsible conduct. Ms. Hauber has been working with the Pennsylvania Department of Education to bring a training on this subject to the district. Ms. Hauber confirmed that there is a detailed training component in the Act 126 training required by all school district employees. District administration will continue to discuss this topic and review the training when it is made available and determine when we are able to offer it our employees.

ANNOUNCEMENTS

The next scheduled meeting is February 10, 2016.

ADJOURNMENT

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

CENTRAL BUCKS SCHOOL DISTRICT
Operations Committee Meeting Notes
January 20, 2016

Committee Members Present

Glenn Schloeffel, Chairperson
John Gamble, Member
Dennis Welden, Member
Scott Kennedy, Director of Operations

Other Board Members and Administrators Present

Jerel Wohl	Beth Darcy
Steve Corr	Paul Faulkner
Karen Smith	Sharon Collopy
Dr. Dave Weitzel	Ken Rodemer
Dave Matyas	

The meeting was called to order at 6:00 PM by Glenn Schloeffel.

PUBLIC COMMENT

Mr. Schneider discussed the service memorial planned for Patriot Stadium and the desire of the stadium committee to recognize (7) individuals.

REVIEW OF MEETING NOTES

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

INFORMATION/DISCUSSION/ACTION ITEMS

Ken Rodemer distributed and reviewed the Operations Report. Ken distributed a sketch and reviewed the proposed paving project at Cold Spring ES. This project will be reviewed at the February Operations Committee.

Scott Kennedy discussed the bid results for the Band Tower at CB East HS. The committee discussed the bid results and the fact that the CB East band parents were contributing \$15,000 to this project. The committee agreed to move forward with presenting the recommendation to the full Board.

Scott Kennedy reviewed the bid results for the infiltration pit at Holicong/East. This project may be part of a settlement with the ongoing litigation at East. The recommendation for now is to reject the bids pending further litigation. The committee agreed to move forward with presenting the recommendation to the full Board.

Scott Kennedy presented a proposal to install a UV disinfecting system for the CB South pool. Discussion about the benefits. The committee agreed to move forward with presenting the recommendation to the full Board.

Scott Kennedy reviewed the design sketches for the CB East Memorial including the proposed plaques and locations for names. Discussion between the committee and Mr. Schneider. The committee decided the following: Scott Kennedy & Ken Rodemer would work with the architect to provide additional space for names in case they are needed in the future; Dr. Weitzel and Scott Kennedy would work with the administration at East to locate an area in the stadium where the (7) individual plaques from the stadium could be displayed.

Scott Kennedy suggested the next security enhancement to our schools would involve installing security film at each main entrance vestibule. A video (3M) detailing the benefits of the security film was shown to the committee. The committee agreed to move forward with obtaining bids for this project.

The committee continued the discussion about air conditioning the remaining schools. Scott Kennedy will get a proposal from an engineering firm to study (2) schools and develop cost estimates for air conditioning in those two buildings. The committee agreed.

Scott Kennedy reviewed the existing Facility Use Policy and the proposed changes to be considered for approval. The committee decided to continue this discussion at the February Operations Committee meeting.

The Committee discussed the formation of an Ad Hoc Policy Committee which would be presented to the full Board.

ADJOURNMENT

The meeting was adjourned at 6:55 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 17, 2015 at 7:00 PM at the Bucks County Intermediate Unit #22 Samuel Everitt, 145 Forsythia Drive, South, Levittown, Pennsylvania 19056, 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, led by the students in Sandy Slavin's KenCrest Head Start Class in BCIU at Samuel Everitt in the Neshaminy School District.

ROLL CALL ATTENDANCE

Members

Mr. Michael Hartline, President (Centennial)
Mr. John D'Angelo (Bristol Borough)
Mr. Stephen Corr (Central Bucks)
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. Patricia Sexton, Vice President (Council Rock)
Mrs. Pamela Strange (Bensalem)
Mrs. Helen Cini (Bristol Township)
Mrs. Susan Cummings (Neshaminy)

OFFICERS:

Executive Director
Deputy Executive Director
Treasurer
Secretary

Dr. Mark Hoffman
Dr. Michael Masko
Mrs. Paula Harland
Mrs. Elizabeth Bittenmaster

PRESENTATION – A presentation was made by Principal Shannon Krommelbein-Fein on Bucks County Intermediate Unit #22 Samuel Everitt.

SPECIAL EDUCATION MINI REPORT – The mini report was provided by Shannon Krommelbein-Fein on Bucks County Intermediate Unit #22 Samuel Everitt.

PROGRAMS & SERVICES MINI REPORT – The mini report was provided by Shannon-Fein Krommelbein on Integrating Educational Technology into BCIU#22 Samuel Everitt.

AWESOME NEWS REPORT – Dr. Hoffman shared various awesome news.

PUBLIC PARTICIPATION – Mrs. Beth Teitelman thanked Mrs. Sexton and Mrs. Cummings for their years of service.

Upon a motion by Mr. Stephen Corr, seconded by Mrs. Sandra Weisbrot, and passed unanimously by voice vote of nine (9) Board Members, the Board approved Items #1 – 24 with the exception of Items #6 and #12, which were approved separately:

APPROVAL OF MINUTES

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

APPROVAL OF TREASURER'S REPORT

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

APPROVAL OF BILLS FOR PAYMENT

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

APPROVAL OF BUDGET APPROVAL

Approved the 2014-2015 Title II, Part A-Nonpublic Budget for the period of July 1, 2014 to June 30, 2015 in the amount of \$32,034. (Refer to Report in November 17, 2015 Board Agenda).

APPROVAL OF BUDGET REVISION

Approved the 2015-2016 Education for Children and Youth Experiencing Homelessness – Region #8 Budget Revision for the period of July 1, 2015 to September 30, 2016 in the amount of \$247,546. (Refer to Report in November 17, 2015 Board Agenda).

APPROVAL OF AGREEMENT

Approved the Affiliation Agreement with Drexel University for Nursing and Health Professions for the period of November 17, 2015 through June 30, 2017 at no cost. (Refer to Agreement in November 17, 2015 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Memorandum of Agreement with Pennsylvania State University for Communication Sciences and Disorders for the period of July 1, 2015 through July 1, 2016 and year-to-year thereafter unless terminated by either party at no cost. (Refer to Agreement in November 17, 2015 Board Agenda)

APPROVAL OF PRIVATE PROVIDER AGREEMENTS

Approved the Special Education School Age Private Provider Agreements for the period of November 17, 2015 through June 30, 2016 for an estimated total amount of \$161,280. (Refer to Agreements in November 17, 2015 Board Agenda)

APPROVAL OF PROPOSAL

Approved to accept RTI, Inc.'s Proposal and invoice districts for their proportionate share of the Homestead/Farmstead Application Mailing for the period of December 2015/January 2016 for an estimated cost of \$31,705. (Refer to Proposal in November 17, 2015 Board Agenda)

APPROVAL OF CONTRACTS

Approved the Title I Nonpublic Remedial Reading Instruction Contracts with Centennial, Pennsbury and Upper Moreland Township School Districts for the period of August 25, 2015 to June 30, 2016 for a revenue amount of \$38,262.72. (Refer to Contracts in November 17, 2015 Board Agenda)

APPROVAL OF AGREEMENTS

Approved the Agreements to provide Technical Application Workshops to the Trevoise Day School on October 16, 2015 for the revenue amount of \$350, and St. Ignatius Home and School on November 19, 2015 for the revenue amount of \$250. (Refer to Agreements in November 17, 2015 Board Agenda)

APPROVAL OF CONTRACTS AND PURCHASES

Approved the Contracts & Purchases for the month of November 2015 in the amount of \$59,939.18 as follows:

CONTRACTS	DESCRIPTION	BUDGET	AMOUNT
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Sharon Diggans	Presenter Agreement for One (1) Session at the Gifted Conference on November 18, 2015	Local In-Service	\$0.00
A Fishman Consulting LLC	Presenter Agreement for Workshop on November 13, 2015	Local In-Service	\$1,000.00
Pamela Girvin Hackett	Presenter Agreement for One (1) Session at the Gifted Conference on November 18, 2015	Local In-Service	0.00
Candice Donnelly Knox	Presenter Agreement for One (1) Session at the Gifted Conference on November 18, 2015	Local In-Service	0.00
Adam Lorence	Presenter Agreement for One (1) Session at the Gifted Conference on November 18, 2015	Local In-Service	0.00
Pathways to Quality, LLC	Provide Professional Development Training for Head Start Teachers/Teachers Assistants on November 3, 2015 Plus Expenses	Head Start	1,950.00
Michele A. Spack	Presenter Agreement for One (1) Session at the Gifted Conference on November 18, 2015 Plus Mileage Reimbursement	Local In-Service	75.00
Teaching Strategies, LLC	Online Services Agreement for Curriculum Management System August 1, 2015 - July 31, 2016	Head Start	5,368.42
Joseph H. Werner, MD	Consultant Agreement for 2015-2016 School Year	Project Access	10,000.00
Worth & Company, Inc.	Preventive Maintenance Contract on HVAC System at Quakertown Center Classroom as Required by Lease through March 2016, Quarterly @\$238.75	School Age Special Ed	955.00
		Sub-Total:	\$19,348.42
PURCHASES	DESCRIPTION	BUDGET	AMOUNT
ePlus Technology	Continued Support for SAN, January 1, 2016 to December 31, 2016	Technology Services	\$24,532.76
ESM Solutions Corporation	E-School Mail Subscription for Easy Bid Software Annual Hosting & Support Fee December 10, 2015 to December 9, 2016	Purchasing	7,658.00

IDEATECTS, Inc.	Additional Services with IDEATECTS to Provide Leadership Dynamics to the Neshaminy School District	Leaderships Dynamics	6,000.00
Marybeth Newberry	Additional Services for Literacy Coaching to Bristol Township School District	Keystones to Opportunity	2,400.00

Sub-Total: \$40,590.76

Grand Total: \$59,939.18

APPROVAL OF AMENDMENT TO AGREEMENT

Approved the First Amendment to Agreement dated November 18, 2014 with The Church of St. Andrew and St. Monica to provide evaluation services for the period of October 1, 2015 to September 30, 2017 for revenue in the amount of \$47,892. (Refer to Amendment to Agreement in November 17, 2015 Board Agenda)

APPROVAL OF AMENDMENT TO AGREEMENT

Approved the First Amendment to Agreement dated November 18, 2014 with the Lower Bucks Family YMCA (Cohort 7 Year 2 and Year 3 of the Pennsylvania 21st Century Community Learning Center Grants) to provide evaluation services for the period of October 1, 2015 to September 30, 2017 for revenue in the amount of \$48,000. (Refer to Amendment to Agreement in November 17, 2015 Board Agenda)

APPROVAL OF AMENDMENT TO AGREEMENT

Approved the First Amendment to Agreement dated October 21, 2014 with the Lower Bucks Family YMCA (Cohort 6A Year 4 of the Pennsylvania 21st Century Community Learning Center Grants) to provide evaluation services for the period of October 1, 2015 to September 30, 2017 for revenue in the amount of \$11,700. (Refer to Amendment to Agreement in November 17, 2015 Board Agenda)

APPROVAL OF REVISED LEASE AGREEMENT

Approved the Revised Lease Agreement to Emilie Methodist Church for maintenance and Internet access in two classrooms for the period of July 1, 2015 through June 30, 2016 for an additional cost of \$4,350 (Refer to Agreement in November 17, 2015 Board Agenda)

APPROVAL OF PRIVATE PROVIDER AGREEMENTS

Approved the Early Childhood Private Provider Agreements for the period of July 1, 2015 through June 30, 2016 for a total amount of \$250,213. (Refer to Agreements in November 17, 2015 Board Agenda)

APPROVAL OF AWARD FOR AUDIOMETRIC EXAMINATION/TESTING SUITE BID

Approved the Award for the Audiometric Examination/Testing Suite Bid #16-120 for the Fall 2015 – Winter 2016 in the amount of \$50,595 to e3 Diagnostics d/b/a e3 Midlantic Technologies Group.

APPROVAL OF BUCKS COUNTY SCHOOLS COOPERATIVE PURCHASING GROUP BID

Approved to Award the Bucks County Schools Cooperative Purchasing Group Bid #16-611 Nurse and Trainer for the period of January 1, 2016 through December 31, 2016 in the amount of \$65,135.77 to the following recommended vendors:

Vendors Recommended for Award:

Delcrest Medical Services	\$11,542.86
Henry Schein, Inc.	\$13,584.37
Medco Supply Company	\$7,451.33
Moore Medical, LLC	\$15,380.77
School Health Corporation	\$17,176.44

APPROVAL OF BUILDING RENOVATIONS

Approved the renovation of the first floor computer lab for use by the Early Intervention and Audiology Departments during the Fall/Winter 2015 utilizing S.J. Thomas Co., Inc. at an estimated cost of \$22,000.

APPROVAL OF SECOND AND FINAL READING OF POLICY

Approved the Second and Final Reading of Policy 716 – Integrated Pest Management. (Refer to Policy in November 17, 2015 Board Agenda).

APPROVAL OF VARIOUS HUMAN RESOURCES ITEMS

Approved the various Human Resources items (A through H) as amended. (Refer to attached Report dated November 17, 2015).

Upon a motion by Mrs. Carol Clemens, seconded by Mr. Ron Jackson, and passed unanimously by roll call vote of nine (9) Board Members, the Board approved Item #6:

BOARD MEMBER	Y/N	BOARD MEMBER	Y/N
Mr. Michael Hartline, P	Y	Mrs. Ada Miller	Y
Mrs. Carol Clemens	Y	Mr. John D'Angelo	Y
Mr. Stephen Corr	Y	Mrs. Alison Smith	Y
Mrs. Sandra Weisbrot	Y	Mr. Ron Jackson	Y
Mrs. Wanda Kartal	Y		

ACCEPTANCE OF BOARD MEMBER RETIREMENT AND APPOINTMENT

Accepted the Retirement of Mrs. Patricia Sexton as Vice President of the Bucks County Intermediate Unit #22 and Board Member of the Council Rock School District, and the Appointment of Mr. Stephen Corr to serve as Vice President of the Bucks County Intermediate Unit #22 Board of School Directors for the period of December 4, 2015 until June 30, 2016.

Upon a motion by Mr. John D'Angelo, seconded by Mr. Stephen Corr, and passed unanimously by voice vote of nine (9) Board Members, the Board approved Item #12:

APPROVAL OF AGREEMENT

Approved the Agreement with Catapult Learning to provide Auxiliary Services to Nonpublic Students for the period of July 1, 2015 to June 30, 2016 for an amount not to exceed \$3,005,251. (Refer to Agreement in November 17, 2015 Board Agenda)

INFORMATION ITEM: Mrs. Rebecca Malamis provided a Legislative Report.

OLD BUSINESS – None

NEW BUSINESS – None

PUBLIC PARTICIPATION – None

ADJOURNMENT

Upon a motion by Mr. Stephen Corr, seconded by Mrs. Alison Smith, and passed by unanimous voice vote of nine (9) Board Members, the Board agreed to adjourn the meeting.

The meeting adjourned at 8:08 PM.

NEXT MEETING

The next regularly scheduled meeting of the Bucks County Intermediate Unit #22 Board of School Directors is: **Tuesday, January 19, 2016 at 7:00 PM** at the Administration Building, 705 N. Shady Retreat Road, Doylestown, PA 18901.

Respectfully Submitted,



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

Stephen A. Corr
509 Starflower Street
Warrington, PA 18976

February 9, 2016

Ms. Beth Darcy
President
Central Bucks School Board
16 Weldon Road
Doylestown, PA 18901

Dear Beth,

As we have discussed, I have accepted a position with the law firm of Begley, Carlin & Mandio. I start with BCM on Monday February 15, 2016. Because Jeff Garton serves as the Board's Solicitor, my employment at BCM creates a potential conflict of interest. Therefore, I am notifying you of my resignation from the Central Bucks School Board effective Friday February 12, 2016.

I wish you, the Board and the entire Central Bucks community continued success in the future.

Very truly yours,



Stephen A. Corr

cc: David P. Weitzel, Ed.D., Superintendent of Schools