

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

April 12, 2016

The Central Bucks Board of School Directors held its meeting on Tuesday, April 12, 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 7:35 p.m., followed by the Pledge of Allegiance.

BOARD MEMBERS PRESENT

Beth Darcy – President, John Gamble – Vice President, Sharon Collopy, Meg Evans, Glenn Schloeffel, Karen Smith, Dennis Weldon, Jerel Wohl

BOARD MEMBERS ABSENT

Paul Faulkner

ADMINISTRATORS PRESENT

Dr. David Weitzel, Dr. David Bolton, Andrea DiDio-Hauber, Scott Kennedy, David Matyas, 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 the Act 93 contract; and also met via telephone conference calls on March 28, 2016 to discuss a personnel matter, on March 29, 2016 to discuss the Central Bucks Educational Support Professional Association contract, and on April 7, 2016 to discuss the Superintendent contract.

APPROVAL OF MINUTES

Motion by John Gamble, supported by Dennis Weldon, to approve the minutes of the March 22, 2016 School Board meeting.

Motion Approved 8-0.

PUBLIC COMMENT

Shaylan Kolodney reiterated the importance of making sure that Central Bucks eliminates styrofoam products from the cafeterias in order to be more environmentally aware. On May 18, 2016 Aramark will present some alternative options to using Styrofoam products in the cafeteria. Ms. Kolodney will return on April 26, 2016 to speak again.

SUPERINTENDENT'S REPORT

SUSTAINABILITY EFFORTS IN CENTRAL BUCKS VIDEO

Board members viewed a video on how environmental awareness and sustainability are taught in our curriculum, and how the district, given the large size and population, tries to model these teachings. Through these sustainability initiatives, the district is conserving energy and natural resources, and has been able to pass significant cost savings on to the taxpayers. Dr. Weitzel mentioned that this informative video will be shared with the community and also with the high school principals and Science Department to see if anything can be used in the classroom to support the practices covered in the video.

SCHOOL BOARD REPORTS

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

RECOMMENDATIONS FOR ACTION

ACCOUNTS PAYABLE CHECK DISBURSEMENTS

Motion by Jerel Wohl, supported by Sharon Collopy, to approve the March 31, 2016 and April 7, 2016 General Fund check disbursements in the amount of \$1,622,001.76; the March 18, 2016 and March 31, 2016 Capital Fund check disbursements in the amount of \$854,667.26; and the March 31, 2016 Food Service Fund check disbursements in the amount of \$26,307.33.

Motion Approved 8-0.

CONSTRUCTION CONTRACTS AND SERVICE AGREEMENTS

Motion by Karen Smith, supported by John Gamble, to award a contract to Wespul Construction & Metal Distributors for roofing replacement at Jamison Elementary School in the amount of \$449,000.

Mr. Gamble asked if this roof replacement will alleviate the problem in the Library. Mr. Kennedy stated that a portion of the problem has been alleviated but that some of the water is getting through the exterior wall which is still being addressed.

Motion Approved 8-0.

Motion by John Gamble, supported by Dennis Weldon, to award a contract to Applied Landscape Technologies to install a synthetic turf field at CB South High School Stadium in the amount of \$1,605,700.

Mrs. Collopy asked if there was a start date and completion date for the project. Mr. Kennedy stated that the work will begin the day after graduation and will end, weather depending, by mid-September. Mrs. Smith asked if some of the dirt from the stadium will be moved to improve the quality of some of the upper sports field. Mr. Kennedy stated that the fields will be completely rebuilt.

Motion Approved 8-0.

Motion by Dennis Weldon, supported by Karen Smith, to award a contract to A. H. Cornell & Son for site improvements at Gayman Elementary School in the amount of \$736,300.

Dr. Weitzel stated that these improvements will be for the safety of students and parents during pick-up and drop-off periods.

Motion Approved 8-0.

Motion by Dennis Weldon, supported by Sharon Collopy, to award a contract to The Fayette Group for general construction at Gayman Elementary School in the amount of \$292,558.

Motion Approved 8-0.

Motion by Dennis Weldon, supported by Sharon Collopy, to award a contract to Tri County Mechanical for mechanical construction at Gayman Elementary School in the amount of \$171,500.

Motion Approved 8-0.

Motion by Dennis Weldon, supported by Sharon Collopy, to award a contract to E.C. Bentz Electrical for electrical construction at Gayman Elementary School in the amount of \$144,000.

Dr. Weitzel stated that the above three (3) agenda items were for the renovation of the old office areas at Gayman Elementary School to make those areas more useable.

Motion Approved 8-0.

MIDDLE BUCKS INSTITUTE OF TECHNOLOGY BUDGET

Motion by Karen Smith, supported by John Gamble, to approve the Middle Bucks Institute of Technology 2016-2017 General Fund Budget.

Dr. Weitzel stated that the MBIT budget overall increase for sending schools is 1.8% and Central Bucks portion to be paid is \$4.8M. The amount paid by each district (there are four (4) school districts sending students to MBIT) is based on the number of students for that district attending MBIT.

Motion Approved 8-0.

APPOINTMENT OF MR. JOHN KOPICKI AS SUPERINTENDENT OF SCHOOLS EFFECTIVE JULY 1, 2016 AS PER EMPLOYMENT AGREEMENT

Motion by John Gamble, supported by Karen Smith, to appoint Mr. John Kopicki as Superintendent of Schools effective July 1, 2016 as per the Employment Agreement. The Employment Agreement is Attachment B.

Mrs. Darcy read the following statement:

In preparation for Dr. Weitzel's retirement this June, after 38 years in education, 18 of which were here in Central Bucks, the Board began discussing a search in January. We quickly chose to enlist the Bucks County Intermediate Unit to assist in our search with the goal of finding high quality candidates to lead our district in the future. The IU has assisted nearly all of the superintendent searches in Bucks County over the past eight years. They know Central Bucks; they have a vested interest in Central Bucks having a quality Superintendent; and their support and guidance throughout this process has been invaluable to the board. Perhaps best of all, their services were free!

The professional educators from the IU, including Dr. Mark Hoffman, current Executive Director of the IU, Dr. Barry Galasso, retired Executive Director of the IU, Mrs. JoAnne Perotti, Dr. Mike Masko and Mrs. Rebecca Malamis, are known to many of us here in Central Bucks and have helped bring professional educator and school district management expertise to our search. The Board is extremely grateful for their assistance to us and to our community.

Seeking a new superintendent is perhaps a School Board's most important and impactful role. Because it is a personnel decision, it, unfortunately, cannot be conducted with the open, public conversations that some of us might desire because of the confidentiality required to the candidates, many of whom had not alerted their board to their intentions. The Board sought, as best as possible,

to enlist the help of the public in this search. We began by initiating a community survey to gather feedback. We received over 1900 responses to the survey and gained valuable input into your thoughts and expectations for our district. This information helped us frame interview questions and guide our decisions throughout the process. Thank you for that input.

When the application window closed, there were a total of 26 candidates who applied for our opening. This number included national, regional and local candidates. After reviewing each of the applications, the board conducted initial interviews with 11 candidates. From that pool, the board invited 5 of the candidates back for more in-depth interviews. Finally, the board conducted an additional interview session with 2 finalists. This process required candidates to answer dozens of questions posed by the board that were framed by the survey responses; the search required candidates to complete a timed writing prompt; and final candidates were also given a scenario on which they were required to make a presentation to the board.

Please know that the Board took this process very, very seriously. We share the community's concerns about consistency in this position, and we have taken great care to ensure that our screening process was rigorous and sought the very best candidate to lead our district in the future. At the conclusion of this process, we, the Central Bucks School Board of Directors, chose to name Mr. John Kopicki, current Superintendent of the Altoona Area School District, our finalist.

Over two weeks ago, the Board announced Mr. Kopicki as our finalist. We made his name public a week in advance of his visit and the community forum in order to provide the public the opportunity to continue the vetting process we were also continuing to undertake. As we know from hearing from many of you, the community now knows just about everything about Mr. Kopicki, including employment history, biographical information and even traffic citations! We thank you for your due diligence.

We were very pleased that the two days Mr. Kopicki spent in and around our district, visiting schools and classrooms, meeting with students and teachers, and talking with administrators and staff, culminated in a community forum attended by nearly 200 people and at which he was very warmly received.

For those of you who haven't had the opportunity to learn much about Mr. Kopicki, he has served for nearly 24 years in public education in the Pocono Mountain, Scranton, Forest City and Altoona Area School Districts. He has a breadth of experience ranging from elementary to secondary; he has served in positions from teacher to superintendent; he has managed district finances, operations, curriculum and human resources; and he comes highly recommended by peers everywhere he has served. Mr. Kopicki has continually confirmed his commitment to putting our students first and to building strong relationships throughout our community, all with the goal of enhancing the quality of education we have grown to expect from our schools.

The Board is very confident in Mr. Kopicki's ability to lead Central Bucks into the future. We look forward to you all getting to know him as we have. And, we welcome him to Central Bucks.

Mrs. Darcy asked for a Roll Call vote.

Roll Call:

Mrs. Collopy	Yes	Mr. Faulkner	Absent	Mrs. Smith	Yes
Mrs. Darcy	Yes	Mr. Gamble	Yes	Mr. Weldon	Yes
Mrs. Evans	Yes	Mr. Schloeffel	Yes	Mr. Wohl	Yes

Motion Approved 8-0.

Mrs. Darcy thanked Mr. Kopicki for attending the meeting this evening.

PERSONNEL ITEMS

Motion by Dennis Weldon, supported by Jerel Wohl, to approve resignations, retirements, positions ended, and leaves of absence; appointments, long-term per diem substitute teachers, classification changes, community school staff, per diem substitute teachers, homebound instructors, substitute nurses, per diem substitute custodians, per diem substitute educational assistants, and EDRs.

Before the vote Mrs. Darcy recognized the following retirees for their years of service to the district. She wished them the best in retirement.

Paul Beltz – Reading Supervisor – Educational Services Center

Years in Central Bucks: 39 - hired 9/6/1977

Subject taught or positions held: Reading Supervisor, Reading Specialist, Classroom teacher

Buildings worked: Educational Services Center, Detwiler, Barclay, Butler, Lenape, Doyle

Frank Bolkus – Elementary Music Teacher .6 – Doyle Elementary School, .4 Music Dept Coordinator

Years in Central Bucks: 22 – hired 1/28/1994

Subject taught or positions held: Music Teacher, Music Dept Coordinator, P/T Computer Specialist (Jan 94 – June 94)

Buildings worked: Educational Services Center, Doyle, Kutz, Pine Run

Cynthia Etter – Elementary Teacher – Groveland Elementary School

Years in Central Bucks: 25 – hired 9/4/1991

Subject taught or positions held: Elementary teacher 2nd, 3rd & 4th grades, Special Ed EA

Buildings worked: Groveland, Pine Run

Charlene Freiling – Special Education Assistant – Tohickon Middle School

Years in Central Bucks: 27 – hired 10/15/1989

Subject taught or positions held: Special Ed EA, Community School, Homebound Instructor

Buildings worked: Tohickon, Tamanend, Cold Spring (Community School)

Kathleen Mahan – English Teacher – Lenape Middle School

Years in Central Bucks: 23 – hired 9/7/1993

Subject taught or positions held: English, PEN, Reading Specialist

Buildings worked: Lenape

Arlene Newman – Office Clerk – Central Bucks High School - West

Years in Central Bucks: 22 – hired 2/11/1994

Subject taught or positions held: Office Clerk -Guidance Receptionist, Office Clerk - Graduation Project Secretary, Duty Assistant

Buildings worked: CB West, CB East

Debora Reppa – Elementary Teacher – Groveland Elementary School

Years in Central Bucks: 20 – hired 2/26/1996

Subject taught or positions held: Elementary teacher 2nd, 3rd and 4th grades, ("Chapter 1 Aide" at Butler in January 1995- only mentioned on 1 paper in with application but NAV shows hire date as 2/26/96.) ???

Buildings worked: Groveland, Titus

Sandra Stanislaw – Special Education Assistant -- Tohickon Middle School

Years in Central Bucks: 29 – hired 10/13/1987

Subject taught or positions held: Special Ed EA, Community School Supervisor, Community School Instructor

Buildings worked: Tohickon, Tamanend, Unami, and Pine Run (Community School)

RESIGNATIONS

Name: Kristina Bashline

Position: Special Education Assistant – Gayman Elementary School

Effective: May 11, 2016

Name: Mary Paris

Position: Personal Care Assistant – Linden Elementary School

Effective: March 22, 2016

RETIREMENTS

Name: Paul Beltz

Position: Reading Supervisor – Educational Services Center

Effective: July 7, 2016

Name: Frank Bolkus

Position: Elementary Music teacher – Doyle Elementary School

Effective: June 16, 2016

Name: Cynthia Etter

Position: Elementary teacher – Groveland Elementary School

Effective: June 16, 2016

Name: Charlene Freiling

Position: Special Education Assistant – Tohickon Middle School

Effective: June 16, 2016

Name: Kathleen Mahan

Position: English teacher – Lenape Middle School

Effective: June 16, 2016

Name: Arlene Newman
Position: Office Clerk – Central Bucks High School – West
Effective: June 14, 2016

Name: Debora Reppa
Position: Elementary teacher – Groveland Elementary School
Effective: June 16, 2016

Name: Sandra Stanislaw
Position: Special Education Assistant – Tohickon Middle School
Effective: June 15, 2016

POSITIONS ENDED

Name: Karen Geller
Position: Duty Assistant – Gayman Elementary School
Effective: March 8, 2016

LEAVES OF ABSENCE

Melissa Campbell Mathematics teacher – Tohickon Middle School
August 29, 2016 – January 25, 2017

Adam Controy Elementary teacher – Bridge Valley Elementary School
April 13, 2016 – August 2016

Darlene Danilowicz Custodian – Holicong Middle School
March 16, 2016 – March 28, 2016

Casey Davidson Health and Physical Education teacher – Holicong/Tohickon
May 31, 2016 – November 7, 2016

Marguerite Desumma Personal Care Assistant – Bridge Valley Elementary School
March 31, 2016 - TBD

Michael Fetz Custodian – Titus Elementary School
March 7, 2016 - TBD

Stacey Fisher Special Education teacher – Cold Spring Elementary School
August 29, 2016 – November 28, 2016

Michelle Kauffman Elementary teacher – Butler Elementary School
June 3, 2016 – January 25, 2017

Robert Kibbe Technology Education teacher – Holicong/Tohickon/CB East
May 23, 2016 – June 8, 2016

Kristen Masciantonio Elementary teacher – Groveland Elementary School
August 29, 2016 – August 2017

Cassie Rafferty Special Education teacher – Bridge Valley Elementary School
August 29, 2016 – January 25, 2017

Kimberly Rissing Mathematics teacher – Tohickon Middle School
August 29, 2016 – November 25, 2016

Bridget Vaughn Duty Assistant – Tohickon Middle School
April 29, 2016 – June 2016

APPOINTMENTS

Name: Beth Bedard
Position: Educational Assistant – Pine Run Elementary School
\$14.01 per hour
Effective: April 8, 2016

Name: Meghan Braun
Position: Personal Care Assistant – Pine Run Elementary School
\$12.26 per hour
Effective: March 23, 2016

Name: Brittany Dotson
Position: Special Education Assistant – Cold Spring Elementary School
\$14.01 per hour
Effective: March 29, 2016

Name: Melanie Greenwood
Position: Special Education Assistant – Jamison Elementary School
\$14.01 per hour
Effective: March 18, 2016

Name: Lorine Herrera
Position: Personal Care Assistant – Linden Elementary School
\$12.76 per hour
Effective: March 23, 2016

Name: Kathleen Marchione
Position: (Temporary) Duty Assistant – Gayman Elementary School
\$12.26 per hour
Effective: March 23, 2016

Name: Edward McGee
Position: (Temporary) Floating Custodian – District
\$15.47 per hour
Effective: April 11, 2016

LONG-TERM PER DIEM SUBSTITUTE TEACHERS

Name: Michael Aiello
Position: Special Education teacher – Central Bucks High School – East
\$150 per day
Effective: May 2, 2016

Name: Anthony DiPietro
Position: Science teacher – Unami Middle School
\$150 per day
Effective: April 18, 2016

Name: Katelyn Donohue
Position: Biology teacher – Central Bucks High School – South
\$150 per day
Effective: April 4, 2016

Name: Meredith Fay
Position: Special Education teacher – Bridge Valley Elementary School
\$150 per day
Effective: May 31, 2016

Name: Sharon Gulla
Position: Music teacher – Groveland/Gayman/Cold Spring Elementary School
\$150 per day
Effective: April 18, 2016

Name: Kristine Keplinger
Position: Mathematics teacher – Central Bucks High School – West
\$150 per day
Effective: March 29, 2016

Name: Mariel Taggart
Position: Elementary teacher – Groveland Elementary School
\$150 per day
Effective: April 1, 2016

Name: Samara Witte
Position: Special Education teacher – Bridge Valley Elementary School
\$150 per day
Effective: March 11, 2016

CLASSIFICATION CHANGES

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Niels Baltzersen	District Utility Person Facilities \$24.53 Per Hour	(Temp) PMM Operations \$27.75 Per Hour	3/28/16

Randi Boyce	Personal Care Assistant Butler \$12.38 Per Hour	Educational Assistant Barclay \$14.01 Per Hour	3/16/16
Ryan Diehl	(Temporary) Custodian Jamison No Change In Salary	(Permanent) Custodian Jamison No Change In Salary	3/17/16
Dianne Koziatek	(Temporary) Sp Ed Asst West \$14.01 Per Hour	(Permanent) Pers Care Asst West \$12.26 Per Hour	4/7/16
Andrew Montgomery	(Temporary) Custodian Unami No Change In Salary	(Temporary) Custodian Floater No Change In Salary	3/28/16
James Smith	(Temporary) Float Custodian Facilities No Change In Salary	(Permanent) Custodian Linden No Change In Salary	3/17/16

COMMUNITY SCHOOL STAFF

Marina Cox	Before/After School Child Program – EA	\$14.01/hour
Kelly Haegele	Assistant Swim Coach	\$14.90/hour
Cassandra Modica	Before/After School Child Program – EA	\$14.01/hour
Jessica Phillips	Student Swim Instructor	\$ 8.40/hour

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

Rosario Bagnato	Kara Keenan	Margaret Shore
Staci Beck	Rachel Knoll	Kimberlee Talevi
Samantha Ettinger	Lindsay Koch	Juli Vogelsang
Bonnie Gepner	Carolyn Metz	Jennifer Wagner
Ashley Godfrey	Denise Mokrynychuk	Sarah Wolfe
Lawahez Hassounah	Alexander Richmond	Diana Young
Mindi Hecklin	Austin Rosen	Samantha Youse

HOMEBOUND INSTRUCTORS Approved salary rate of \$30/per hour, plus mileage, for the 2015-2016 school year.

Lisa DeAngelis

SUBSTITUTE NURSES Approved salary rate of \$105/day for the 2015-2016 school year.

Emma Dudley	Rhonda Gold
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PER DIEM SUBSTITUTE CUSTODIANS AND SUBSTITUTE EDUCATIONAL ASSISTANTS

Approved salary rate of \$14/\$10.50 per hour for the 2015-2016 school year.

Substitute Custodians

Joe Rigous
Greg Weideman

Substitute Educational Assistants

Joseph Kenner
Ashley Rogers
Judy Stover-End

EDRs

<u>Name</u>	<u>School/Position</u>	<u>Units Paid</u>
Brad Cochran	Holicong/Track & Field – Head	15
Mike Weir	Holicong/Track & Field – Assistant	8
Tim Barno	Holicong/Track & Field – Assistant	6
Catherine Gulkis	Holicong/Softball – 8 th grade	10
Molly Richert	Holicong/Softball – 7 th grade	7
Nels Updale	Holicong/Soccer (Spring) – 8 th grade	8
Kelly Chioffe	Holicong/Soccer (Spring) – 7 th grade	7
Rodger Przbylowski	Lenape/Track & Field – Head	17
Kerri Rabberman	Lenape-Track & Field – Assistant	7
Katrina Przbylowski	Lenape/Track & Field – Assistant	7
Steve Lichter	Lenape/Baseball – 8 th grade	8
Bill Reynolds	Lenape/Baseball – 7 th grade	7
Matt Fash	Lenape/Softball – 8 th grade	10
Andrew Burgess	Lenape/Softball – 7 th grade	7
Stephanie Thomas	Lenape/Soccer (Spring) – 8 th grade	8
Greg Torrence	Lenape/Soccer (Spring) – 7 th grade	5
Jason Kriney	Lenape/Soccer (Spring) – 7 th grade	2
Maria Vitacco	Tamanend/Track & Field – Head	17
Ryan Lenet	Tamanend/Track & Field – Assistant	9
Nicole Barlow	Tamanend/Track & Field – Assistant	5
Kevin Ketler	Tamanend/Baseball – 8 th grade	8
Jeff Parker	Tamanend/Baseball – 8 th grade	2
John Heisey	Tamanend/Baseball – 7 th grade	7
Marissa Nagle	Tamanend/Softball – 8 th grade	8
Brittany Thatcher	Tamanend/Softball – 7 th grade	7
Jill Camburn	Tamanend/Soccer (Spring) – 8 th grade	8
Dana Walter	Tamanend/Soccer (Spring) – 7 th grade	7
Frank Pustay	Tohickon/Track & Field – Head	11
Michael Bartosiewicz	Tohickon/Track & Field – Assistant	13
Jarred Levenson	Tohickon/Track & Field – Assistant	11
Nathan Harris	Tohickon/Baseball – 8 th grade	8
Robert Williams	Tohickon/Baseball – 7 th grade	3.5
Zachary Sibel	Tohickon/Baseball – 7 th grade	3.5
Andrea Bellevance	Tohickon/Softball – 8 th grade	8
Natalie Dobrowolski	Tohickon/Softball – 7 th grade	7

Miro Kamenik	Tohickon/Soccer (Spring) – 8 th grade	8
Allison Bongiorno	Tohickon/Soccer (Spring) – 7 th grade	7
Leanne Lukens	Unami/Track & Field – Co-Head	8
Jan Yerkes	Unami/Track & Field – Co-Head	10
Anthony Dipietro	Unami/Track & Field – Assistant	7
James Jones	Unami/Baseball – Head	10
Kevin Spadaccino	Unami/Baseball – Assistant	7
Brandy Cooley	Unami/Softball – Head	8
Greg Beyerle	Unami/Softball – Assistant	7
George Litzke	Unami/Soccer (Spring) – Head	7.5
Danielle Weber	Unami/Soccer (Spring) – Assistant	7.5
Gerry Stemplewicz	East/Track (Boys) – Head	13
Paul Wilson	East/Track (Boys) – Assistant	12
Ollie Boucher	East/Track (Boys) – Assistant	8
Chris Pierangeli	East/Track (Boys) – Assistant	6
Michael King	East/Track (Boys) – Assistant	5
Sam Losorelli	East/Track (Girls) – Head	18
Steve Martin	East/Track (Girls) – Assistant	10
Steve Martin	East/Track (Girls) – Assistant	2
Cardwell Wooten	East/Track (Girls) – Assistant	2
Rob Minschwaner	East/Volleyball (Boys) – Head	18
Steve Eaton	East/Volleyball (Boys) – Assistant	11
Kyle Dennis	East/Baseball – Head	16
Dan Wasser	East/Baseball – Assistant	7
Matt Wolf	East/Baseball – Assistant	3
Kurt Wachowski	East/Baseball – Assistant	4
Karl Knapp	East/Softball – Head	16
Dave Schulman	East/Softball – Assistant	8
Michael Jones	East/Softball – Assistant	1.65
Kelly White	East/Lacrosse (Girls) – Head	14
Alicia Buck	East/Lacrosse (Girls) – Assistant	8
Bruce Garcia	East/Lacrosse (Boys) – Head	18
James Mithoefer	East/Lacrosse (Boys) – Assistant	8
Lisa Wiley	East/Tennis (Boys) – Head	10
Lisa Wenick	East/Tennis (Boys) – Assistant	6
Jason Gable	South/Track (Boys) – Head	19
Michael Cox	South/Track (Boys) – Assistant	10
Justin Crump	South/Track (Boys) – Assistant	9
Loretta Fantini	South/Track (Girls) – Head	13
Danielle Flowers	South/Track (Girls) – Assistant	1
Justin Crump	South/Track (Girls) – Assistant	8
Jason Gable	South/Track (Girls) – Assistant	3
Mike Cox	South/Track (Girls) – Assistant	3
Maureen Riley	South/Track (Girls) – Assistant	2
Matt Ehlers	South/Volleyball (Spring) – Head	16

Matt Ehlers	South/Volleyball (Spring) – Assistant	9
Brian Klumpp	South/Baseball – Head	14
Phil Wursta	South/Baseball – Assistant	8
Nick Bucciarelli	South/Baseball – Assistant	4
Charles Daniel-Hayes	South/Softball – Head	15.5
Victor Volpe	South/Softball – Assistant	8.5
Ellen Goldstein	South/Softball – Assistant	4
Cassie Haynes	South/Softball – Assistant	4
Janique Craig	South/Lacrosse (Girls) – Head	18
Sarah DeCherney	South/Lacrosse (Girls) – Assistant	8
Mike Strayline	South/Lacrosse (Boys) – Head	14
Dino Vitale	South/Lacrosse (Boys) – Assistant	8
Mary Lou Cardie	South/Tennis (Boys) – Head	10
Denise Houriet	South/Tennis (Boys) – Assistant	6
Greg Wetzel	West/Track (Boys) – Head	16
John Mahoney	West/Track (Boys) Assistant	10
Tom Conboy	West/Track (Boys) – Assistant	13
M. Scott Sherwood	West/Track (Boys) – Assistant	3
Erv Hall	West/Track (Girls) – Assistant	6
Warren Robertson	West/Track (Girls) – Assistant	5
M. Scott Sherwood	West/Track (Girls) – Assistant	1
Kevin Munnelly	West/Track (Girls) – Assistant	6
Todd Miller	West/Volleyball (Boys) – Head	15
Rick Fhers	West/Volleyball (Boys) – Assistant	5
Brad Finch	West/Volleyball (Boys) – Assistant	5
Brad Tracy	West/Baseball – Head	14
Josh Hirsch	West/Baseball – Assistant	6
Jeff Layton	West/Baseball – Assistant	6
Geoffrey Thompson	West/Softball – Head	14
Jessica Weckerman	West/Softball – Assistant	6
Jessie Schuck	West/Softball – Assistant	6
Matt Coverdale	West/Lacrosse (Boys) – Head	18
Albert Snyder	West/Lacrosse (Boys) – Assistant	12
Tara Schmucker	West/Lacrosse (Girls) – Head	16
Rebecca Cartee-Haring	West/Lacrosse (Girls) – Assistant	8
Frank Mancini	West/Tennis (Boys) – Head	14
Brian Weaver	West/Tennis (Boys) – Assistant	6

Motion Approved 7-1. (John Gamble opposed)

STUDENT ITEMS

TUITION STUDENTS

Motion by Sharon Collopy, supported by John Gamble, to approve FDiP to remain at Lenape Middle School for the 2015-2016 school year as a tuition student; and NS to remain at Central Bucks High School – South for the 2015-2016 school year as a tuition student.

Motion Approved 8-0.

STUDENT TRIPS

Motion by Sharon Collopy, supported by John Gamble, to approve the following student trip:

- CB East Global Relations class to travel to New York on May 3, 2016.

Motion Approved 8-0.

STAFF CONFERENCES

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

Name	Area	Dates	Conference name	Location	General Fund	Grants	Totals
Ambrosini, Michele	Professional	5/18/16	Kelly Gallagher: Write Like This	BCIU #22		220	
Atkiss, Jennifer	Professional	5/18/16	Kelly Gallagher: Write Like This	BCIU #22		220	
Berger, Scott	Professional	5/18/16	Kelly Gallagher: Write Like This	BCIU #22		125	
Brechter, Denise	Professional	5/12/16	Reading Instruction for Adolescent ELL	King of Prussia		90	
Bush, Nancy	Professional	5/18/16	Kelly Gallagher: Write Like This	BCIU #22		220	
Dalley, Suzanne	Professional	5/18/16	Kelly Gallagher: Write Like This	BCIU #22		125	
Divens, Kristen	Professional	5/18/16	Kelly Gallagher: Write Like This	BCIU #22		220	
Enama, Laura	Professional	5/18/16	Kelly Gallagher: Write Like This	BCIU #22		125	
Fry-Daly, Amy	Professional	5/18/16	Kelly Gallagher: Write Like This	BCIU #22		220	
Jackson, Caitlin	Professional	5/18/16	Kelly Gallagher: Write Like This	BCIU #22		220	
Keller, Kimberly	Professional	5/18/16	Kelly Gallagher: Write Like This	BCIU #22		220	
Kelly, Patrick	Professional	5/18/16	Kelly Gallagher: Write Like This	BCIU #22		220	
Marsden, Thomas	Professional	4/12/18	Echoes & Reflections- Leaders In Holocaust Education	BCIU #22		116	
Magee, Nancy	Professional	5/12/16	Reading Instruction for Adolescent ELL	King of Prussia		90	
Mullis, Melody	Professional	5/18/16	Kelly Gallagher: Write Like This	BCIU #22		220	
Myers, Michele	Professional	5/18/16	Kelly Gallagher: Write Like This	BCIU #22		125	
Neal, Monica	Professional	5/18/16	Kelly Gallagher: Write Like This	BCIU #22		220	
Reisinger, Andrea	Professional	5/18/16	Kelly Gallagher: Write Like This	BCIU #22		220	
Rosselli, Catherine	Professional	5/18/16	Kelly Gallagher: Write Like This	BCIU #22		220	
Sternier, Drew	Professional	5/18/16	Kelly Gallagher: Write Like This	BCIU #22		220	
Vanzant, Jennifer	Professional	5/18/16	Kelly Gallagher: Write Like This	BCIU #22		220	
Vollman, Francine	Professional	5/18/16	Kelly Gallagher: Write Like This	BCIU #22		220	
Waloff, Alyssa	Professional	5/18/16	Kelly Gallagher: Write Like This	BCIU #22		125	
Weaver, Jessica	Professional	5/18/16	Kelly Gallagher: Write Like This	BCIU #22		220	
Wood, Courtney	Professional	5/12/16	Reading Instruction for Adolescent ELL	King of Prussia		95	
Totals this meeting					-	4,535	4,535
Year to date from last meeting					9,430	39,792	49,222
Totals year to date					General fund budget 28500	9,430 44,327	53,757

Motion Approved 8-0.

REPORTS AND INFORMATION

Dr. Weitzel announced that Sabbatical Leaves of Absence, a Rescind of Sabbatical Leaves of Absence, and Semi-Annual Ratings of Elementary and Secondary Temporary Professional Employees (2014-2015 – Semester 2) (2015-2016 – Semester 1) were included in the Agenda as information items for Board members.

Mr. Wohl mentioned the two (2) plays held this past weekend:

CB East – Mary Poppins

CB South – How To Succeed In Business Without Really Trying!

He thanked all the people involved in making the plays such a success. CB East donated over \$10,000 to the Make A Wish Foundation from the sale of kites.

Mrs. Smith provided a summary of the National School Boards Association Annual Conference she recently attended. She looks forward to sharing with others what she has learned.

Mr. Gamble thanked the internal candidate for their professionalism and dedication to the district.

Mrs. Darcy announced that the Human Resources Committee and Curriculum Committee meetings would be held on Thursday, April 14, 2016 at 16 Welden Drive in the Board Room. The Human Resources Committee meeting begins at 6:00 p.m. followed by the Curriculum Committee meeting at 7:00 p.m. The location was changed due to the topic of the Elementary Report Card.

ADJOURNMENT

There being no further business before the Board, motion by Dennis Weldon, supported by John Gamble, to adjourn at 8:15 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Sharon L. Reiner".

Sharon L. Reiner
Board Secretary
Recording Secretary

CENTRAL BUCKS SCHOOL DISTRICT
Curriculum Committee Notes
March 9, 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	Scott Berger
Paul Faulkner	Dr. David Bolton	Paul Beltz
Glenn Schloeffel	Dr. Alyssa Walloff	Laura E'Nama

PUBLIC COMMENT

Eileen Plante and Marianne Schmidt both spoke on the need to weight 9th grade Advanced classes. Sarah Kempke spoke on providing more classes for Music students to consider on an A/B day option.

PREVIOUS MEETING NOTES

One typographical error was corrected from the previous notes. The corrected version is available on-line.

INFORMATION/DISCUSSION

Request for Textbook Adoption Approval for Conceptual Chemistry—Ms. E'Nama, District Science Supervisor, presented an overview of a new textbook for possible adoption. Conceptual Chemistry is a High School class. The current text was adopted in 2002 and does not provide on-line resources for teachers or students.

The district Chemistry teachers considered seven (7) possible textbooks and are presenting *Visualizing Everyday Chemistry*, Douglas P. Heller and Carl H. Snyder, Copyright 2016, Publisher: Wiley, for possible approval. This text presents topics in multiple formats and would come with a 10-year on-line subscription.

Multiple questions were asked by School Board Members. Topics included: How environmental concerns, such as Global Warming, are addressed, the number of textbooks needed, how the on-line resources would be utilized, and the connection with the current curriculum.

Curriculum Review—Dr. Bolton presented an overview of how the curriculum is reviewed. He stressed that curriculum review is a continual process and is monitored by district curriculum supervisors and teacher committees. Phase one is evaluation, where teacher committees discuss the course of study, assessments, and resources. They also serve as a communication source for other teachers in their schools, grade level, and department.

Phase two, revision, is when significant changes are considered. These changes are recommended by the teacher committees and require three approvals – teacher committee, principals, and School Board. Phase three consists of monitoring the changes and utilizes teachers, supervisors, administrators, and staff developers who work to oversee the implementation of the new curriculum and resources. An anticipated five-year timeline for curriculum review was shared with the committee.

Ms. Collopy stated that she asked for this presentation based on her belief that the district does not regularly consider multiple programs for curriculum revisions.

Response to Recent Public Comment Topics—Dr. Bolton presented on recent public questions/concerns regarding the weighting of 9th grade classes and advanced placement offerings. The two main questions were: Why do we not weight Advanced classes in 9th grade? Many districts weight 9th grade classes and utilize greater weights for Advanced Placement courses, so are our students at a disadvantage because of how we weight our classes in grades 9-12?

Dr. Bolton provided the following information:

1. Advanced classes in 9th grade utilize the same course of study, same textbook, same core assessments, and same final exams as Academic classes. They are not significantly different. The content is the same but courses are differentiated based on the strengths of the students in the class.
2. Honors courses in grades 10-12, in contrast, were developed to be "Qualitatively and Quantitatively" different from Academic classes.
3. Guidance coordinators spoke with many college admission representatives and learned that our students are not at a disadvantage because of our weighting pattern. They all said that students are considered within the context of their school and that the school profile assists admissions office personnel in making those comparisons. They stressed that all schools are different and it would be unfair to simply use one number (GPA) to make decisions.
4. The school profile information from all three High Schools are being reviewed to ensure consistency of language.
5. Our Advanced Placement offerings are consistent with other similar school districts and our student performance is strong. Comparisons were shared regarding the number of students taking AP tests and the percentage of students scoring a 3 or better.
6. Weighting our 9th grade classes, would provide an average GPA increase of .05 (assuming A's in each class). This would not address the concern that other districts provide much greater weight for Honors and AP classes.
7. It is important to separate the impact of a weighted GPA and the rigor of the courses our students take.
8. Our students are highly successful, and prepared for life after High School, under our current structure.

A long discussion followed with all School Board members asking questions and offering their thoughts. Mr. Schloeffel asked about the colleges that were contacted; how a competitive college would compare our students if they do not know our program; the timeline involved if we were to develop Honors courses in 9th grade; and if any other local districts have non-weighted classes.

Ms. Collopy discussed the current course descriptions and the differentiation they indicate between Academic and Advanced classes. She would like the Advanced classes to be considered for a weighted grade.

Ms. Darcy stated that more rigorous classes in 9th grade would better prepare our students for high school demands; the need for better communication regarding AP classes that are available to 10th grade students; the need to compare us to other 'high flier' school districts; and that she would like weighted, more rigorous classes considered for 9th grade.

Mr. Faulkner asked to consider what is developmentally appropriate and if our students need a more difficult class.

Ms. Smith stated that she believes that the 9th grade Advanced courses are more difficult.

ANNOUNCEMENTS

The next scheduled meeting is April 13, 2016 and will include a presentation regarding the Elementary Standards-Based Reporting System. The meeting will be held in the School Board room at 16 Welden Drive.

The May meeting will include a discussion regarding the evaluation of the new Everyday Math 4 materials and the scheduling for Music students.

ADJOURNMENT

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

CENTRAL BUCKS SCHOOL DISTRICT
Finance Committee Notes
March 17th, 2016

Committee Members Present

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

Other Board Members and Administrators Present

Karen Smith
Dr. Bolton

Dave Matyas, Business Administrator
Susan Vincent, Director of Finance

Committee Members Absent

None

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

PUBLIC COMMENT

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

Review of Notes

The February 17, 2016 Finance Committee meeting notes were accepted as presented.

INFORMATION/ DISCUSSION/ACTION ITEMS

Discussion with Barksdale Photography - Barksdale just completed the second year in a potential 5 year student photography contract. Barksdale was awarded the contract based upon a request for proposal process with favorable reviews from other school districts and the cost savings they could offer to district parents. The school district does not receive any revenue from the sale of student pictures.

Wayne Barksdale and Susan Sheridan of Barksdale photography, were present to address some customer service issues from parents and administration. Barksdale stated that the quality issues of the student ID cards was a result of inferior paper and would be fixed immediately. Staffing for their call center would be expanded to include longer hours through 8:00pm so that parents could contact them after work to address issues. There was also discussion on the trend toward digital printing and the improvements being made with technical innovation. They also stated that they would revise their lighting layout so that the camera flash would not be as reflective in the student portraits.

In order to do a fresh comparison, the committee directed administration to contact another local photography firm to identify services that they could provide, see if they could match current pricing and report back to the committee with an update.

IEP Writer Software Purchase Proposal – Mary Kay Speese, Director of Special Education and Corinne Sikora, Supervisor of Student Services presented an informational PowerPoint addressing a move from the District's current IEP software system, "IEP Online" to (Leader Services) "IEP WRITER". The District partnered with IEP Online in 2006.

Beginning in 2012, IEP Online's responsiveness and overall support declined. Software was not updated as needed and overall communication with the District was minimal, despite repeated attempts from District personnel.

In October and November of 2015, the District organized a committee consisting of educational staff from varying departments to meet with three IEP software vendors. This committee agreed that the IEP WRITER software program would best meet the needs of the District.

A case comparison, to include overall development cost, training timeline/cost, and cost per student was shared. Full implementation date would occur July 1, 2016. The committee provided direction to check back with the IEP Writer sales team to see if they could provide better pricing to the district.

2016-17 Budget Update – A presentation was given that covered the status of the Pennsylvania state budget process, the impact of an incomplete state budget on the district's state subsidies receivable for 2015-16, and an overview of the CBSD 2016-17 budget position.

As a follow up to last month's meeting, administration reviewed the possibility of implementing a debt defeasance, pre-payment of construction debt, in June of 2016 rather than June of 2017 as a way to save additional money. Administration also looked at the possibility of defeasing approximately \$9M rather than \$30M. Discussion with Public Financial Management, the district's financial advisor, provided the guidance that the district would save additional dollars by moving the process from June 2017 to June 2016, but that it is more beneficial to defease a larger portion of outstanding bonds given the amount of work, the number of professionals involved, all of which impact the cost of the process, making it less feasible with smaller amounts.

Administration presented a balanced budget for 2016-17 totaling \$320,886,903, which would require a proposed real estate tax increase of .97%, which is a reduction from the February proposed rate of 1.5%.

Much discussion took place about the value of long term financial planning and long term planning for capital projects. As a part of the 2016-17 budget, the following amounts will be included in the capital projects budget.

• Transportation	\$1,000,000	School Bus Replacement
• Technology	\$2,000,000	Computers and network infrastructure
• Short Term Capital	\$12,000,000	Construction projects that last less than one year
• Long Term capital	\$7,000,000	Construction projects that last more than one year
• Debt Service Fund	\$0	Savings to pay for existing construction debt
\$22,000,000		

While administration's initial recommendation was a budget with a .97% millage increase based upon current and future budget pressures, the committee indicated they would like to prepare a budget with no real estate millage increase and to reduce the amount budgeted for long term capital items in order to achieve a balanced budget with no millage increase.

The committee also had a lengthy discussions on the pros and cons of defeasing construction debt with an agreement to continue the discussion at the next meeting.

ADJOURNMENT

The meeting adjourned at 9:50p.m.

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

CENTRAL BUCKS SCHOOL DISTRICT
Operations Committee Meeting Notes
March 17, 2016

Committee Members Present

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

Other Board Members and Administrators Present

Beth Darcy	Karen Smith
Ken Rodemer	Paul Faulkner
Dave Matyas	David Bolton

The meeting was called to order at 5:40 PM by Glenn Schloeffel.

PUBLIC COMMENT

None

REVIEW OF MEETING NOTES

The February 17, 2016 Operations Committee Meeting Notes were reviewed.

INFORMATION/DISCUSSION/ACTION ITEMS

Ken Rodemer distributed and reviewed the Operations Report.

Scott Kennedy and Ken Rodemer discussed the bid results for the Holicong MS renovations, Unami MS renovations, and the Tohickon MS track resurfacing projects. They also reviewed a proposal from Lehigh Valley Engineering to replace the HVAC system at the Educational Services Center.

Scott Kennedy reviewed the capital project budgeting process for the short term capital bucket and the long term capital bucket. He also reviewed the budget estimating process.

Scott Kennedy and Ken Rodemer reviewed the upcoming project bid schedule to include the Jamison ES roof, CB South artificial turf, Gayman ES bus loop, Gayman ES office renovations, and the War Memorial Field light pole replacement. These projects are tentatively schedule to be awarded at the April 12, 2016 Board meeting. Information for each of these bids will be distributed in the Friday Board packet prior to the April 12th Board Meeting,

CB East Memorial project - Scott Kennedy and John Giannini have completed meetings with Buckingham Township and our design professional. This project is ready to go out bid next week. Bid results are due in April. The Committee asked about recognizing the Stadium Committee for their efforts.

Air Conditioning study - we have received proposals from (2) engineering firms. We are reviewing both proposals and will be making a recommendation at the April Operations Committee meeting.

Scott Kennedy presented the revised facility use fee schedule for 2016-2017. Changes are identified in bold text. The committee agreed with the change in the Auditorium fees. Discussion about lowering the fees for the artificial turf. Scott Kennedy is going to research this topic for the next Operations Committee.

Discussion about the Lenape bus loop/parent drop off and the congestion at drop off /pick up times.

ADJOURNMENT

The meeting was adjourned at 7:10 p.m. Notes prepared by Scott Kennedy, Director of Operations and Administrative Liaison

CENTRAL BUCKS SCHOOL DISTRICT
Policy Committee Meeting Notes
March 30, 2016

MEMBERS PRESENT

Dennis Weldon, Chair
Paul Faulkner, Member
Meg Evans, Member

OTHER BOARD MEMBERS AND ADMINISTRATORS PRESENT

Beth Darcy	Dr. David Weitzel	Corinne Sikora
Sharon Collopy	Dr. David Bolton	Mary Anne Canales
John Gamble		

MEMBERS NOT PRESENT

Karen Smith, Member

PUBLIC COMMENT

There was no public comment.

INFORMATION/DISCUSSION

Policy 116 – Tutorial Instruction – presented by Ms. Corinne Sikora, Supervisor of Pupil Services

This policy contained changes that were recommended from PSBA in regards to students who are not enrolled in Central Bucks, but rather receive their education from a private tutor. The additional language reflects changes in school code that require submission of federal/state criminal history checks and child abuse clearances to the school district by private tutors.

This policy was not approved to move to the full board. Revisions will be made to the language of the overall purpose of the policy and additional definitions will be added to explain the types of private tutoring addressed in the policy. This policy will return to the committee at a future meeting.

Policy 137 – Home Education Programs - presented by Ms. Corinne Sikora, Supervisor of Pupil Services

The Home Education Policy was updated to reflect changes to the Home Education requirements due to the passing of Act 196 of 2014. Changes to the policy include supervisor responsibilities, graduation requirements, diploma options, and Home Education transfer procedures within the state of Pennsylvania. This policy was moved to the full Board for first read consideration.

Policy 823 – Naloxone Administration - presented by Ms. Corinne Sikora, Supervisor of Pupil Services and Ms. Mary Anne Canales, District Nurse Coordinator

This policy authorizes the school district to obtain and store Naloxone in each of its secondary schools. Naloxone is a medication found to reverse the effects of an opiate-related drug overdose. The policy also authorizes a Licensed School Nurse, after completing training, to administer Naloxone to a student if a drug overdose is suspected to have occurred. This policy was moved to the full Board for first read consideration.

Policy 127 – Assessment System (previously titled Assessment of Educational Program) – presented by Dr. David Bolton, Assistant Superintendent for Elementary Education

This policy contained changes that were recommended from PSBA and better represents current district practices. There were three sections added to the policy. The first provides more specific language regarding a parents' rights to opt out of PSSA tests based on religious beliefs. The second addition ensures that the district will share student performance data with the PA Department of Education when requested. This matches our current practice. The final added paragraph states that students with disabilities, and those participating in an English as a Second Language (ESL) program, will be provided with appropriate accommodations. This is also current district practice. This policy was moved to the full Board for first read consideration.

Policy 217 – Graduation Requirements – presented by Dr. David Bolton, Assistant Superintendent for Elementary Education

This policy contained changes that were required based on changes made at the state level regarding Keystone exams. The law was recently updated so that these requirements begin with the class of 2019. That change is reflected in the new policy language. This change also includes consistent language for all graduates. The previous policy delineated the class of 2017 because of the state law. That delineation is no longer necessary. This policy was moved to the full Board for first read consideration.

ANNOUNCEMENTS

The next meeting is scheduled for April 27, 2016 beginning at 7:00 p.m. at the Administrative Services Center (20 Welden Drive)

ADJOURNMENT

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



BUCKS COUNTY INTERMEDIATE UNIT # 22

CALL TO ORDER

The Bucks County Intermediate Unit Board of School Directors conducted its regularly scheduled meeting on Tuesday, February 16, 2016 at 7:08 PM at the Administration Building, 705 N. Shady Retreat Road, Doylestown, PA, 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 Ms. Gwyn Bernstein's Decisions Program Class at the Delaware Valley University in the Central Bucks School District.

ROLL CALL ATTENDANCE

Members

Mr. Michael Hartline, President (Centennial)
Mr. John D'Angelo (Bristol Borough)
Mrs. Helen Cini (Bristol Township) *(Telephone)*
Mrs. Wanda Kartal (Morrisville)
Mrs. Carol Clemens (Palisades)
Mrs. Ada Miller (Pennridge)
Mrs. Alison Smith (Pennsbury)
Mr. Ronald Jackson (Quakertown)

ABSENT: Members

Mr. Stephen Corr, Vice President (Central Bucks)
Mrs. Pamela Strange (Bensalem)
Ms. Kyle McKessy (Council Rock)
Ms. Irene Boyle (Neshaminy)
Mrs. Sandra Weisbrot (New Hope/Solebury)

OFFICERS:

Executive Director

Deputy Executive Director

Treasurer

Secretary

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

AUDITOR'S PRESENTATION – Mr. Ed Furman, auditor from Maillic LLP made a brief presentation on the Bucks County IU's 2014 Year End Single Audit.

PRESENTATION -- A presentation was provided by Special Education Supervisors Ms. Roseanna Mitsch and Ms. Erin Carson on The Itinerant MDS Program - BCIU Supporting Students in the Home

SPECIAL EDUCATION MINI REPORT – The mini report was provided by Special Education Supervisors Ms. Roseanna Mitsch and Ms. Erin Carson on The Itinerant MDS Program - BCIU Supporting Students in the Home

PROGRAMS & SERVICES MINI REPORT – The mini report was provided by Dr. Rachel Holler on Nonpublic Schools

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

PUBLIC PARTICIPATION -- Mrs. Jennifer Lostracco, BCIU #22 Early Childhood Services (ECS) Speech Pathologist, spoke as a parent for her 3-year old son with a hearing impairment, thanking the ECS staff and the Board's support for the successful experience she has had as a parent at the Intermediate Unit.

Upon a motion by Mrs. Carol Clemens, seconded by Mrs. Alison Smith, and passed unanimously by roll call vote of eight (8) Board Members, the Board approved Item #1a:

BOARD MEMBER	Y/N	BOARD MEMBER	Y/N
Mr. Michael Hartline	Y	Mr. John D'Angelo	Y
Mrs. Carol Clemens	Y	Mrs. Alison Smith	Y
Mrs. Wanda Kartal	Y	Mrs. Helen Cini	Y
Mrs. Ada Miller	Y	Mr. Ronald Jackson	Y

APPROVAL OF NEW BOARD MEMBER

Approved the Appointment of Mr. John Gamble (2017) to fulfill the unexpired term previously held by Mr. Stephen Corr on the Bucks County Intermediate Unit #22 Board of School Directors.

Upon a motion by Mrs. Carol Clemens, seconded by Mrs. Alison Smith, and passed unanimously by roll call vote of nine (9) Board Members, the Board approved Item #1b:

BOARD MEMBER	Y/N	BOARD MEMBER	Y/N
Mr. Michael Hartline	Y	Mr. John D'Angelo	Y
Mrs. Carol Clemens	Y	Mrs. Alison Smith	Y
Mrs. Wanda Kartal	Y	Mrs. Helen Cini	Y
Mrs. Ada Miller	Y	Mr. Ronald Jackson	Y
Mr. John Gamble	Y		

APPROVAL OF OFFICER

Approved the Appointment of Mrs. Ada Miller to fulfill the unexpired term as Vice President previously held by Mr. Stephen Corr on the Bucks County Intermediate Unit #22 Board of School Directors.

Upon a motion by Mr. John D'Angelo, seconded by Mr. John Gamble, and passed by unanimous voice vote of nine (9) Board Members, the Board passed Items #2-21:

APPROVAL OF MINUTES

Approved the Minutes from the January 19, 2016 Board Meeting. (Refer to Minutes in February 16, 2016 Board Agenda).

APPROVAL OF TREASURER'S REPORT

Approved the Treasurer's Report for the period of July 1, 2015 through January 31, 2016. (Refer to Report in February 16, 2016 Board Agenda).

APPROVAL OF BILLS FOR PAYMENT

Approved the Bills for Payment for the month of January 2016. (Refer to Report in February 16, 2016 Board Agenda).

APPROVAL OF BUDGET

Approved the 2015-2016 Child and Adult Care Food Program Budget for the 2015-2016 School Year in the amount of \$380,000. (Refer to Budget in February 16, 2016 Board Agenda).

APPROVAL OF BUDGET REVISION

Approved the July 1, 2014 to June 30, 2016 Project MAX budget revision in the amount of \$16,000. (Refer to Budget in February 16, 2016 Board Agenda).

APPROVAL OF BUDGET TRANSFERS

Approved the January 2016 Budget Transfers in the amount of \$38,250 (Refer to Budget in February 16, 2016 Board Agenda).

APPROVAL OF FINANCIAL REPORTS

Approved the Bucks County Intermediate Unit #22 2014-2015 Comprehensive Annual Financial Report, Single Audit Report, Commitment of Fund Balance, and Year End Budget Transfers for the fiscal year ended June 30, 2015. (Refer to Reports in February 16, 2016 Board Agenda)

APPROVAL OF AGREEMENT AND ADDITIONAL SERVICES

Approved the following Early Childhood Private Provider Contract and Additional Services for the period of July 1, 2015 through June 30, 2016 in a total amount of \$47,200:

Contract:

The Preschool at Doylestown	
United Methodist Church (PCA)	\$ 4,200

Additional Services:

BARC Development Services, Inc. (SP)	15,000
Delta-T Group, Inc. (PCA)	20,000
Easter Seals of Southeastern Pennsylvania (PT)	8,000
Total:	<u>\$47,200</u>

APPROVAL OF AGREEMENT

Approved the Early Childhood Services Mediation Agreement effective January 13, 2016 in the amount of \$3,600. (Refer to Agreement in February 16, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with Fuel Education, LLC to purchase full time multi-course enrollments for approximately \$3,100 and semester course enrollments for approximately \$325 from February 17, 2016 to June 30, 2016, with five (5) successive one (1) year term renewals. (Refer to Agreement in February 16, 2016 Board Agenda)

APPROVAL OF SUPERINTENDENT SEARCH ASSISTANCE

Approved to provide assistance to the Pennsbury Superintendent Search Committee for the period from February 2016 through July 1, 2016 or until assistance is no longer requested for an approximate reimbursement amount of \$1,000 for expenses.

APPROVAL OF SOLICITOR

Approved the appointment of Sweet, Stevens, Katz & Williams, LLP as Solicitor for the period of July 1, 2016 through June 30, 2017 at the following rates: Routine Matters - \$150 per hour for attorneys, and \$125 per hour for legal assistants; and Non-routine Matters - \$195 per hour for attorneys, and \$125 per hour for legal assistants.

APPROVAL OF CONTRACTS AND PURCHASES

Approved the following Contracts and Purchases for February 2016 in the total amount of \$64,306.93:

**CONTRACTS &
AMENDMENTS**

DESCRIPTION

BUDGET

AMOUNT

Regina Cesario	Amendment to Agreement to Provide Two (2) Additional Days of Academic Recovery Liaison Services	Priority Schools	\$1,000.00
Dr. Mariale M. Hardiman	Presenter Agreement for Workshop on March 8, 2016	Local In-Service	7,000.00
Heinemann	Presenter Agreement for Workshop on March 31, 2016	Local In-Service	8,000.00
K. Todd Houston	Presenter Agreement for Workshop on March 22, 2016	School Age Special Ed	1,350.00
LaSalle University	Agreement to provide Keynote Speakers and Co-Facilitators for symposium at no charge.	Local In-Service	0.00
Dr. Ellen Linky	Amendment to Agreement to Provide One (1) Additional Day of Academic Recovery Liaison Services	Priority Schools	500.00

CONTRACTS & AMENDMENTS

	DESCRIPTION	BUDGET	AMOUNT
SafePlans, LLC	Everitt Site Mapping & Renewal of Software,	Facility Services- Everitt	2,800.00
(dba: S.A.F.E. Plans, LLC	Hosting & Tech Support for Three (3) Schools from September 2014 to August 2016	Facility Services	300.00
		Early Childhood Services	300.00
Joseph H. Werner, MD	Consulting Services for 2015-2016.	School Age Special Ed	1,000.00
William Yerger	Presenter Agreement for One (1) Online Course During Winter/Spring 2016	Local In-Service	2,400.00
		Sub-Total:	\$24,650.00

CONTRACT RENEWALS

	DESCRIPTION	BUDGET	AMOUNT
Filemaker	Annual Maintenance Renewal	Technology Services	\$9,178.00
SchoolDude.Com, Inc.	Software Systems Renewal through 2/28/17	Technology Services	2,090.00
Solutionwhere, Inc.	Subscription Renewal 12/1/15-11/20/16	Technology Services	10,240.00
		Sub-Total:	\$21,508.00

PURCHASES

	DESCRIPTION	BUDGET	AMOUNT
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Apple, Inc.	Additional Computer Supplies for 2015-2016 per Apple Bid Pricing	Technology Services	\$2,000.00
Anixter	Additional Infrastructure Supplies for 2015-2016	Technology Services	8,000.00
One Point Company (dba: Corporate Environments)	Design, Asset Mgmt, Install Additional Workspace in Technology Department	Facility Services	7,263.93
Patriot Fence	Additional Galvanized Chain Link Fence at Everitt	Facility Services - Everitt	885.00
Sub-Total:			<u>\$18,148.93</u>
Grand Total:			<u>\$64,306.93</u>

APPROVAL TO RENEW GROUP LONG TERM DISABILITY POLICY

Approved to Renew the Group Long Term Disability Policy with National Insurance Services of Wisconsin, Inc. for the period of March 1, 2016 through February 28, 2017 at .51% of annual payroll. (Refer to Letter Agreement in February 16, 2016 Board Agenda)

APPROVAL OF BUCKS COUNTY SCHOOLS COOPERATIVE PURCHASING BID

Approved the Bucks County Schools Cooperative Purchasing Group's award of Bid # Bid #16-614 - Vehicle Fuels for the period of July 1, 2016 through June 30, 2017 in the estimated amount of \$3,097,801.01 to the recommended vendors:

Option #1 Floating Prices

		<u>Differential/Gallon</u>
Unleaded Gasoline < 6,000 gal.	Superior Plus	0.1480
Unleaded Gasoline > 6,000 gal.	TAC Energy	-0.0066
Ultra Low Sulfur Diesel B-2 < 6,000 gal.	East River	0.1020
Ultra Low Sulfur Diesel B-2 > 6,000 gal.	Petroleum Traders	-0.0092
Ultra Low Sulfur Diesel B-5 < 6,000 gal.	East River	0.1050
Ultra Low Sulfur Diesel B-5 > 6,000 gal.	Petroleum Traders	-0.0052

Option #2 Fixed Differential Plus Market Price = Fixed Price

		<u>Price/Gallon</u>
Unleaded Gasoline < 6,000 gal.	Superior Plus	\$1.7457
Unleaded Gasoline > 6,000 gal.	PAPCO, LLC	\$1.5129
Ultra Low Sulfur Diesel B-2 < 6,000 gal.	PAPCO, LLC	\$1.7637
Ultra Low Sulfur Diesel B-2 > 6,000 gal.	Superior Plus	\$1.6327

APPROVAL OF AGREEMENT

Approved the design, construction documentation and bidding phase engineering services for the air conditioning project at BCIU Samuel Everitt from February 2016 through June 2016 as proposed by D'Huy Engineering, Inc. and contained in the agreement at a cost of \$34,000. (Refer to Agreement in February 16, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Educational Staffing Agreement with Quakertown Community School District to provide a Supervisor of Special Education from January 7, 2016 through March 1, 2016 at the rate of \$89.38 per hour. (Refer to Agreement in February 16, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Special Education Agreement with the North Penn School District for Transition Services for the period of January 25, 2016 through June 9, 2016 for a revenue amount of \$6,143.76. (Refer to Agreement in February 16, 2016 Board Agenda)

APPROVAL OF HEAD START/EARLY HEAD START ITEMS

Approved the Head Start/Early Head Start items (A through E) for February 2016. (Refer to Report in February 16, 2016 Board Agenda)

APPROVAL OF HUMAN RESOURCES ITEMS

Approved the Human Resources items (A through G) for February 2016. (Refer to attached Report dated February 16, 2016).

INFORMATION ITEM: Rebecca Malamis, Esq. provided a Legislative Report.

OLD BUSINESS – None

NEW BUSINESS – None

PUBLIC PARTICIPATION - None

ADJOURNMENT

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

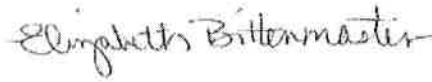
The meeting adjourned at 8:11 PM.

NEXT MEETING

Board Approved 3/15/2016

The next regularly scheduled meeting of the Bucks County Intermediate Unit #22 Board of School Directors is: **Tuesday, March 15, 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

Official

MIDDLE BUCKS INSTITUTE OF TECHNOLOGY
EXECUTIVE COUNCIL MINUTES
February 8, 2016

- I. The regular meeting of the MBIT Executive Council was convened on Monday, February 8, 2016 at 5:35 p.m. by Dr. Bill Foster, Chairperson, in Room 101 at MBIT. The Executive Council rose to recite the Pledge of Allegiance to the flag. The following members were in attendance:

Council Members

Mrs. Beth Darcy, Central Bucks S.D.
Ms. Kati Driban, Centennial S.D.
Dr. Bill Foster, Council Rock S.D.
Mr. John Gamble, Central Bucks S.D.
Mr. Charles Kleinschmidt, Centennial S.D.
Mr. Mark B. Miller, Centennial S.D.
Mrs. Karen Smith, Central Bucks S.D. (Arrived at 5:36 PM)
Mrs. Wendi Thomas, Council Rock S.D.

Absent

Mr. John Capriotti, New-Hope Solebury S.D.

Others in Attendance:

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. Kathryn Strouse, Administrative Director
Mr. Robert Vining, Business Manager
Dr. David P. Weitzel, MBIT Superintendent of Record, Central Bucks S.D.

- II. There were no guests at the meeting.

Mrs. Smith arrived at 5:36 PM.

- III. Dr. Foster welcomed new Executive Council member Mrs. Wendi Thomas from Council Rock School District.

Dr. Foster reported the results of the SkillsUSA District 2 Competition. Middle Bucks competitors participated in 44 competitions and earned a total of 36 medals; 8 gold medals, 11 silver medals and 17 bronze medals. The gold medal winners will now represent District 2 at the Pennsylvania SkillsUSA State Competition in April at the Hershey Lodge and Conference Center.

Dr. Foster also reported that last week marked the beginning of our Adult Evening classes for the spring semester. Middle Bucks will host a "Leap Day" shadowing event at the end of February, where current students are able to bring a friend, who is not currently enrolled at Middle Bucks, to visit our school and "get a leap" on their career direction.

Dr. Foster concluded his report by announcing that Middle Bucks will induct twenty-two new students into the National Technical Honor Society on March 3rd.

- IV. Ms. Driban commended Administration for the sale of the student built house and for having the insight to move the house project from a one year project to a two year project. She complimented Administration for always coming up with new ideas and suggestions that produce positive outcomes.
- V. Ms. Driban moved, Mr. Miller seconded, passed 7 ayes, 0 nays and 1 abstention (Mrs. Thomas was not present at the meeting) to remove from the table and approve the minutes of the November 9, 2015 meeting. Attachment 1 (pg. 7)
- VI. Ms. Driban moved, Mr. Miller seconded, passed 7 ayes, 0 nays and 1 abstention (Mrs. Thomas was not present at the meeting) to approve the minutes of the January 11, 2016 meeting. Attachment 2 (pg. 14)
- VII. Routine Business:

A. Administrative Report

- 1. Mrs. Strouse provided an update on the Goals and Objectives. She noted that we are beginning the process for the next Comprehensive Plan that will be effective in 2017. The school participates in the Technical Assistance Program (TAP) and three of our Administrators completed A.L.I.C.E. Training over the summer. A Sports Therapy and Exercise Management program has been implemented and we are in compliance with Act 153, which requires Co-op employers to have clearances. We are also working on the Act 71 Suicide Prevention Program in accordance with the PDE mandate.

Another goal is to market Middle Bucks to secondary and adult students. This is being accomplished by developing approaches to increase awareness of nontraditional career pathways and targeting marketing strategies to programs with a 3-year trend of declining enrollment. In addition, we have met with a student focus group to determine perceived barriers to attending Middle Bucks and continue to increase awareness of adult educational opportunities.

Mrs. Strouse completed her update by reporting that the following goals have been completed. These include creating a male locker room on A-2nd Floor, repair of the Automotive Lab floor, installation of new HVAC units, replacement of six transformers, installation of magnetic induction lighting and replacing crumbling concrete.

It was asked which programs are being worked with due to declining enrollment. Mrs. Strouse said the programs are Collision Repair, Computerized Drafting & Engineering Graphics, Construction Carpentry and Dental Occupations.

It was also asked if we have the resources to support the Suicide Prevention Program. Mrs. Strouse explained that if there is a concern about a student, we contact the Guidance Counselor at the home school and refer it to them. The districts have the staff and resources to determine if a student is safe to be in school. Our staff will be trained on what to be aware of and what resources are available for students.

2. Mr. Vining presented the proposed 2016/2017 General Fund budget. He discussed the unknowns, which include health insurance, retirement, insurance, state subsidies, and federal grants. The goal is to be at or under the Act 1 index of 2.4%. He further explained the Lease Rental, outstanding bonds and how costs are shared as required by the Articles of Agreement.

Mr. Vining continued by noting that the assumptions made in putting the budget together include, salaries, health care benefits, PSERS, cleaning services, equipment maintenance in programs and facilities. He reviewed a summary of the budget to budget change, which currently shows a net budget increase of 2.92%.

Mr. Vining reviewed the receipts from member districts and the total proposed contribution for 2016/2017 of \$8,958,956. This is a \$204,307 increase or 2.33%, which is below the Act 1 Index. This was accomplished by proposing to use a \$55,000 Committed fund balance and \$95,000 that is stranded in the Bucks Montgomery County Schools Health Care Consortium for a "premium holiday" in 2016/17. He also reviewed local, state and federal revenue and other budgets details that included the Capital Reserve Fund, Adult Education, Production Fund, Proprietary Fund and Fiduciary Funds.

Mr. Vining concluded his presentation by saying that the next step is to make final revisions and to ask for approval at the next Executive Council meeting.

It was mentioned that approximately 53% of the budget increase is for PSERS. There was also discussion about the differences between fund balances at Middle Bucks, the Articles of Agreement and fund balances at the districts. Mr. Vining explained that we are able to keep a maximum of 5% of our operating budget in our Capital Reserve Fund and in any one year we can fund it to a maximum of 2.5% of the unspent budget. It was asked if we could change the Articles of Agreement to allow the school to maintain an established amount in the Capital Reserve Fund. Mr. Garton said that the Articles of Agreement would probably need to be amended and all four districts would have to agree. It was requested that this be explored at the Building, Security and Technology Committee next month.

There was a question asking how much research was done on an electronic sign. Mrs. Strouse noted that the township denied the installation of an electronic sign out front because they feel it is distracting to drivers.

- B. Ms. Driban moved, Mr. Gamble seconded, passed unanimously, to receive and file MBIT's update including activities/events, correspondence and related matters as per Attachment 3 (pg. 21)
- C. Committee Reports
 - 1. Dr. Weitzel, Superintendent and Chairperson of the Professional Advisory Council said there were no additions to the minutes in the packet. Attachment 4 (pg. 27)
 - 2. Mr. Kleinschmidt, Chairperson of the Finance Committee said that everything discussed is included in the packet. He thanked Mr. Vining for his work on the budget and said he does a wonderful job. Attachment 5 (pg. 28)
 - 3. The Building, Security and Technology Committee meeting scheduled on February 2, 2016 at 5:15 PM was cancelled – John Capriotti, Chairperson. Attachment 6 (pg. 30)
 - 4. Mr. Gamble, Chairperson of the Program, Policy and Personnel Committee did not attend the meeting and said to refer to the minutes in the packet. Attachment 7 (pg. 31)
- D. Ms. Driban moved, Mrs. Darcy seconded, passed unanimously, to approve the Cash Payments Report for January. Attachment 8 (pg. 33)
- E. Ms. Driban moved, Mrs. Darcy seconded, passed unanimously, to approve the Treasurer's Report for December. Attachment 9 (pg. 52)

VIII. Current Agenda Items

A. Personnel Items

- 1. Ms. Driban moved, Mrs. Darcy seconded, passed unanimously, to ratify the resignation of Louise Forliano, as temporary substitute Main Office Administrative Assistant/Receptionist, effective January 29, 2016.
- 2. Ms. Driban moved, Mrs. Darcy seconded, passed unanimously, to ratify the additional assignment of Valeri Carpino, part-time Evening School Receptionist, as temporary substitute Main Office Administrative Assistant/Receptionist, Hours 7:15 AM– 2:30 PM, effective February 1, 2016 as needed until the return of our staff member, at an hourly rate of \$17.50, with statutory benefits only.
- 3. Ms. Driban moved, Mrs. Darcy seconded, passed unanimously, to approve the qualifying leave of absence consistent with Policy #435.1 – Family and Medical Leave for Sandra Fitzpatrick, Special Needs Coordinator, effective May 24, 2016.

4. Ms. Driban moved, Mrs. Darcy seconded, passed unanimously, to approve the appointment of Christine Schwartz as a member of the 2016 Local Advisory Council (LAC).

B. Policies

1. Ms. Driban moved, Mrs. Smith seconded, passed unanimously, to accept for adoption the following policy that was updated with language revisions: Attachment 10 (pg. 70)
 - a. Revised Policy No. 412 – Evaluation of Professional Employees – Professional Employees Section.
2. Ms. Driban moved, Mrs. Smith seconded, passed unanimously, to remove from the table and approve to delete Administrative Regulation No. 412-R – Evaluation of Professional Employees and Administrative Regulation No. 412-R2 – Evaluation of Professional Employees. Attachment 11 (pg. 72)

C. Other Matters for Consideration

1. Ms. Driban moved, Mrs. Darcy seconded, passed unanimously, to approve the additional field trip for the 2015/16 school year. Attachment 12 (pg. 76)
2. Ms. Driban moved, Mrs. Darcy seconded, passed unanimously, to approve the Agreement for Contracted Services between Middle Bucks Institute of Technology and Dentist, Dr. Alan Gross, effective February 9, 2016. Attachment 13 (pg. 77)
3. Ms. Driban moved, Mrs. Darcy seconded, passed unanimously, to approve the Agreement for Contracted Services between Middle Bucks Institute of Technology and Dental Hygienist, Margaret Rutherford, effective February 9, 2016. Attachment 14 (pg. 78)
4. Ms. Driban moved, Mrs. Darcy seconded, passed unanimously, to approve the Agreement for Contracted Services between Middle Bucks Institute of Technology and Expanded Function Dental Assistant, Joan Burke, effective February 9, 2016. Attachment 15 (pg. 79)
5. Ms. Driban moved, Mrs. Darcy seconded, passed unanimously, to approve the Agreement for Contracted Services between Middle Bucks Institute of Technology and Dental Hygienist, Angela Lefkowitz, effective February 24, 2016. Attachment 16 (pg. 80)
6. Ms. Driban moved, Mrs. Darcy seconded, passed unanimously, to approve house bid of Greg and Barb Demusz, in the amount of \$90,000 and sell the 2014-2016 student-built house as per sales agreement specifications. Attachment 17 (pg. 81)

7. Ms. Driban moved, Mrs. Darcy seconded, passed unanimously, ratifying the acceptance of Unbundled Fixed Energy for period July 21, 2017 to July 25, 2019 with Constellation New Energy (CNE) at \$0.03791/kWh by Business Manager on February 2, 2016. Our energy consultant, Provident Energy Consulting, LLC solicited rate pricing from Electricity Generation Suppliers (EGS) and received pricing from six EGS. Current rate through July 20, 2017 is \$0.05107/kWh via CNE. Attachment 18 (pg. 82)
 8. Ms. Driban moved, Mrs. Darcy seconded, passed unanimously, to authorize administration to plan, develop and market a Summer Career Exploration program. Attachment 19 (pg. 90)
 9. Ms. Driban moved, Mrs. Darcy seconded, passed unanimously, to approve the payment of \$8,400 to Central Bucks School District for reimbursement of a Due Process Complaint Settlement.
 10. Ms. Driban moved, Mrs. Darcy seconded, passed unanimously, authorizing the administration to pursue federal, state and local funds consistent with the MBIT approved Comprehensive Plan.
- IX. Ms. Driban moved, Mrs. Darcy seconded, passed unanimously, to adjourn the February 8, 2016 meeting of the MBIT Executive Council at 6:20 PM.

Respectfully submitted,

Kati Driban
Secretary

Roberta Jackiewicz
Assistant Secretary

**CENTRAL BUCKS SCHOOL DISTRICT
EMPLOYMENT AGREEMENT**

THIS AGREEMENT made and concluded this 12 day of April, 2016, between the **BOARD OF SCHOOL DIRECTORS** of the **CENTRAL BUCKS SCHOOL DISTRICT**, with offices at 20 Welden Drive, Doylestown, Pennsylvania, hereinafter referred to as "**SCHOOL DISTRICT**," and John Kopicki, hereinafter referred to as "**SUPERINTENDENT**."

NOW, THEREFORE, the parties hereto, intending to be legally bound hereby, and in consideration of the mutual covenants herein contained, do hereby agree as follows:

1. The School District does hereby employ John Kopicki in the capacity of District Superintendent of the School District for the term commencing on the 1st day of July, 2016 and ending the 30th day of June, 2020, and Mr. Kopicki agrees to accept employment for said term.
2. During the term of this Agreement, the Superintendent shall perform the duties and responsibilities of the office and shall perform said duties in a competent and professional manner in accordance with the laws of the Commonwealth of Pennsylvania, the policies of the School District, and the regulations of the Board of Directors. The job description for the position of Superintendent is attached hereto as Exhibit A and incorporated by reference. Superintendent understands that the description may be amended from time to time by the Board.
3. The Superintendent covenants and agrees that he possesses or will possess all of the qualifications that are required by law to serve as Superintendent. The Superintendent agrees to maintain, throughout the term of this Agreement, a valid and current commission or other legal credentials as may be required by applicable laws or regulations and to present the same to

the Board of School Directors. He further agrees to subscribe to and take the proper oath of office before entering upon the duties.

4. For services rendered under this Agreement, the District shall compensate the Superintendent at an annual rate of Two Hundred Ten Thousand Dollars (\$210,000) per year, payable in accordance with the School District's normal pay policies and procedures. The salary shall become the "base salary." All future salary increases shall be determined no later than July 30 of each succeeding year and will be based upon the evaluation of the Superintendent's performance by the Board of School Directors. The Board of School Directors shall conduct an annual evaluation of the Superintendent's performance. With respect to the Board of School Directors' evaluation of the Superintendent's performance, it shall be based upon a criteria developed by the Board of School Directors, with input from the Superintendent, which shall include, but not be limited to, the following criteria:

- a. Achievement of annual measurable objectives established by the Board of School Directors;
- b. Achievement of Operational Excellence.
- c. Professional goals and Objectives established by the Board of School Directors with input from the Superintendent.
- d. Other relevant criteria as determined by the Board of School Directors or as required by law.

5. The Superintendent shall be entitled to annual salary increases as determined by the Board of School Directors for the succeeding years of this contract. The Board, with input from the Superintendent, shall develop the instrument to be used to document his evaluation.

6. The standards, as established pursuant to this Agreement and as amended by the Board of School Directors, shall be posted on the School District website and upon completion of the annual performance assessment, the Board of School Directors shall post the date of the assessment and whether or not the Superintendent has met the agreed upon performance objectives established by the Board of School Directors which said posting shall be in accordance with the provisions of the Pennsylvania School Code.

7. In addition to the base salary as noted in Paragraph 4 of this Agreement, the Superintendent will also receive 2% of his base salary as a payment into the District sponsored 403(b) Plan. The payment shall be made in accordance with the payment schedule set forth within the Act 93 Agreement referenced at Section 308.

8. In addition to the benefits as noted previously, the Board of School Directors will provide health, prescription and dental coverage to the Superintendent and his family under terms as are provided by the Board of School Directors pursuant to the Act 93 Agreement with Administrators employed by the School District.

9. The Superintendent will be granted two (2) personal days per year. They shall not carry over.

10. The Superintendent shall receive all of the other fringe and other benefits as enumerated in the Act 93 Central Bucks School District Personnel Practices and Compensation Plan, except to the extent fringes or other benefits are enumerated herein. Those benefits include:

- Participation in PSERS.
- 15 days annual sick leave.
- Group Hospital, Medical, Prescription Drug, Dental and Disability Insurance. Administration pays 20% of the medical premium. Dental

premium is \$3/month for employee coverage and \$6/month for dependents.

- Post-Retiree Healthcare.
- Group Life Insurance of twice annual salary.
- 4 weeks' vacation. Superintendent may cash in up to 5 days unused vacation per year, payable at his per diem rate.
- 12 Holidays.
- 2% contribution to 403(b) Plan.
- Superintendent will be provided a District cell phone and lap top.

11. The District and Superintendent hereby agree that the following provisions shall be applicable for the term of this Agreement, or any extension or renewal of this Agreement:

- a. Notwithstanding the term of this Agreement, the Superintendent retains the right to retire. However, before doing so the Superintendent shall give the District not less than one hundred fifty (150) days prior written notice. Absent extraordinary circumstances, such retirement would become effective only on July 30 of any year of the term hereof;
- b. In the event the Superintendent is complained against or sued in any court of record or before any administrative agency as a result of actions by him in the performance of his duties, the District will provide legal counsel in his defense; and
- c. The Superintendent shall, throughout the term of this Agreement, be subject to termination of contract for valid and just cause for reasons specified under Section 1080 of the Public School Code. However, the District shall not arbitrarily and capriciously call for his dismissal without

first providing the Superintendent with written charges, adequate notice of a hearing, a fair and impartial hearing, all elements of due process, and the right to appeal to a court of competent jurisdiction. The Superintendent shall have the right to be represented by counsel at his sole cost and expense. If following such a hearing or appeal, the Superintendent is not dismissed, or is reinstated, the District shall assume responsibility for payment of costs incurred by him in his defense.

- d. Notwithstanding the language as set forth in subparagraph 11.c., it is understood and agreed that the District may terminate the Superintendent's employment without cause by providing at least twelve (12) months prior notice or by the payment to the Superintendent of twelve (12) months' annual salary and at the expiration of the twelve (12) months period or the payment of the twelve (12) months' salary, the Superintendent's employment with the School District shall end.

12. Miscellaneous:

- a. All references to the Public School Code of 1949 contained herein shall also refer to any amendments to such Act or to any recodification of such Act.
- b. Any notice required by this Agreement shall be effective if mailed to the other party at the address shown herein or at such other address for which due notice has been given.

- c. This Agreement or any provision thereof can only be terminated or modified by mutual consent of the parties reduced to writing and signed by the parties.
- d. If any provision of this Agreement or any application of the Agreement is held to be contrary to law, then such provisions or application shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or application shall continue in full force and effect. In the event changes in Federal and State laws and/or regulations are modified so as to reduce the stated contractual benefit, parties agree to reopen this contract, specifically to identify alternative benefits equal to the original terms.

13. The duties of the Superintendent require his participation in professional associations and presence at numerous meetings, conventions, and conferences in order to maintain awareness of current issues, programs and information. The Superintendent's attendance at seminars, workshops, in-service programs, school activities, and graduate education programs, as approved by the Board, is necessary to maintain the knowledge and skills required of his position. The District considers the expenses involved in such activities, including dues in at least three professional associations and attendance at least one national conference, as approved by the Board, to be directly related to the Superintendent's duties and appropriate for reimbursement. Expense reimbursement for such activities are hereby approved and shall be provided in accordance with procedures of District policy. The three organizations approved herein are:

- American Association of School Administration
- PA Association of Elementary and Secondary School Principals
- National Association of School Superintendents

14. The District will reimburse Superintendent up to Seven Thousand Five Hundred Dollars (\$7,500) for moving expenses.

IN WITNESS WHEREOF, and intending to be legally bound hereby, the parties have caused this Agreement to be duly executed the day and year first above written.

Attest:

CENTRAL BUCKS SCHOOL DISTRICT

Sharon L. Reimer

BY:

Elizabeth Darcy
Elizabeth Darcy, School Board President

John J. Kopicki
John J. Kopicki

EXHIBIT A

Central Bucks School District Position Description

Position Title: Superintendent of Schools
Department: Central Office
Reports to: Board of Education

Summary: Provide administrative leadership in developing, achieving and maintaining high quality educational programs and services to all students in the school district and to organize and direct available human and fiscal resources in an efficient and effective manner so as to serve student, community and school district needs; to keep the board members advised concerning all matters before the board, including periodic updates to the Board or its officers as required, regarding issues of concern within the District.

Essential Duties and Responsibilities Including but not Limited to the Following:

1. Provide leadership in directing the administration and coordination of the district's educational programs, including directing the daily operation of the District's schools by organizing, supervising and coordinating the District staff.
2. Provide administrative leadership for development and evaluation of the K-12 curriculum program and supporting services.
3. Encourage effective relationships between the school district and the community it serves.
4. Prepare, direct and supervise budgets for responsible areas and to assist other administrators in planning for the use of financial and human resources.
5. Analyze the effectiveness of educational programs and to provide recommendations for improvement.
6. Keep informed of the latest research, trends and developments in all areas of education and to interpret these matters for school board, staff and community.
7. Establish and maintain efficient procedures and effective controls for expenditures of school funds in accordance with the adopted budget.
8. Supervise the recruitment and selection process of new staff members and make recommendations to the board.
9. Recommend staff appointments, transfers, promotions, tenure and dismissals to the board.
10. Establish procedures and conditions that encourage and reward excellence in employee performance.

11. Coordinate a system for staff supervision and rating of district personnel.
12. Plan and coordinate continuing in-service/staff development programs for all personnel.
13. Communicate actions of the board to employees.
14. Implement representative, non-political, advisory school community groups at all levels of operation as fundamental to the decision-making process.
15. Encourage close cooperation between school personnel, parents and interested persons in the community in the development of common understandings.
16. Represent the schools before the public and coordinate a program of publicity and public relations to keep the public informed as to the activities needs and successes of the schools.
17. Recommend policies for board consideration and develop such administrative rules and procedures as may be necessary to implement board policies.
18. Coordinate the preparation of the agenda for board meetings including Committees thereof and provide a draft of same to the Board/Committee in accordance with time table established by the Board/Committee.
19. Unless otherwise determined by the Board, attend and participate in all regular and special meetings of the board, including Executive Sessions, making recommendations of any nature affecting the schools.
20. Report to the board on matters deemed material to the understanding and proper management of the schools or as the board may request.
21. Oversee the process and submission of required reports.
22. Serve as the board's authorized representative for federal programs.
23. Supervise the compliance of constitution or statutory laws and state regulations.
24. Act at own discretion, if necessary, in any matter not covered by board policy, reporting such action to the board as soon as practicable and recommending policy in order to provide guidance in the future.
25. Represent the district in its dealings with other school systems, institutions and agencies, community organizations and the general public.
26. Perform such other tasks and to assume such other responsibilities as may be assigned by the board.

Supervisory Responsibilities: Directly appraises the performance of cabinet-level positions including Assistant Superintendents, Business Administrator, Director of Human Resources, and Confidential Executive Assistant to the Superintendent and Confidential Executive Assistant-Community Relations.

Education and/or Experience: Master's degree or doctorate in educational administration or related field; Pennsylvania letter of eligibility for Superintendent. Successful experience as a teacher, administrator and/or supervisor.

Knowledge, Skills and Abilities: Strong communication skills, demonstrated ability to work with other people; knowledge of contemporary educational issues and methodologies.

Physical Demands: Must be able to travel to various school district buildings. Must be able to make oral presentations. Must be available beyond the framework of the normal work day for meetings, presentations, programs, etc.