

**CENTRAL BUCKS SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

**June 28, 2016**

The Central Bucks Board of School Directors held its meeting on Tuesday, June 28, 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 7:31 p.m., followed by the Pledge of Allegiance.

**BOARD MEMBERS PRESENT**

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

**ADMINISTRATORS PRESENT**

Mr. John Kopicki, 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 on June 21, 2016 to discuss the Act 93 Agreement, the Transportation Contract, and a personnel issue. The Board will meet again tonight after this meeting to discuss a personnel issue.

**APPROVAL OF MINUTES**

Motion by John Gamble, supported by Sharon Collopy, to approve the minutes of the June 14, 2016 School Board meeting.

Motion Approved 9-0.

**PUBLIC COMMENT**

Charles Wohl, an employee of the Transportation Department and an officer of the Transportation Association, asked the Board for their support of the Transportation Contract being voted on tonight. He stated there has been no salary increases for several years. He feels this new contract will help rebuild the trust and confidence on both sides as compared to the contract negotiations several years ago.

**SUPERINTENDENT'S REPORT**

**CB GRADUATION HIGHLIGHTS 2016 – VIDEO**

Board members viewed a short graduation video compiled by Matt Murray, District Video Specialist. A total of over 1,640 students graduated this year from all three high schools. Mr. Kopicki stated how impressed he was of the overall involvement of the students, parents, and teachers. He thanked Board members for their involvement/attendance at the graduations. Mr. Kopicki was very proud and honored to be a part of such a great and enjoyable day.

**REVIEW OF PENNSYLVANIA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS (PASBO) BUSINESS OFFICE STUDY**

The Board commissioned the Pennsylvania Association of School Business Officials (PASBO) to review the process and procedures of the Central Bucks Business Office. On June 14, 2016, the PASBO review team shared their report results with the Finance Committee. The report gave a very

favorable review of business office operations in the areas of payroll, purchasing, and accounts payable. Also, the local, state, and federal audits have all had clean reviews, the final budget document was recognized as a best practice, there has been appropriate use and planning for fund balance, and the business office was commended for its low overhead cost structure.

Board members had requested that the district procedures be reviewed to be sure that the district was being responsible to the taxpayers of the district. Mr. Kopicki thanked Dave Matyas, Susan Vincent, and the entire Business Office for their good work.

Mrs. Darcy thanked the Business Office for their work and dedication.

## **RECOMMENDATIONS FOR ACTION**

### **TREASURER'S REPORT AND SUMMARY OF FUND DISBURSEMENTS**

Motion by Jerel Wohl, supported by Karen Smith, to approve the Treasurer's Report and Summary of Fund Disbursements for the month of May 2016.

General Fund	\$48,026,575.69
Capital Fund	\$ 570,985.32
Food Service	<u>\$ 436,669.38</u>
<b>TOTAL ALL FUNDS</b>	<b>\$49,034,230.39</b>

Motion Approved 9-0.

### **ACCOUNTS PAYABLE CHECK DISBURSEMENTS**

Motion by Sharon Collopy, supported by John Gamble, to approve the June 15, 2016 and June 23, 2016 General Fund check disbursements in the amount of \$2,144,908.59; and the June 20, 2016 Capital Fund check disbursements in the amount of \$1,654,213.78.

Motion Approved 9-0.

### **BUDGETARY TRANSFERS**

Motion by Meg Evans, supported by Karen Smith, to approve the budgetary transfers for fiscal year 2015-2016 and proceed with preparing any remaining budgetary transfers necessary to finalize the fiscal year 2015-2016 for submission to the Board for approval by October 2016.

FROM: 1100 - 100 Instruction - Salaries 150,000

TO: 1100 - 600 Instruction - Supplies 150,000

Reallocate budgeted within the 1100 function to increase amount budgeted for supplies.

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FROM: 1200 - 100 Special Education - Salaries 115,000

TO: 1200 - 200 Special Education - Benefits 115,000

Reallocate Salaries budget to Benefits budget within the 1200 function.

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FROM: 1200 - 300 Special Education - Purchased Professional Services 175,000

TO: 1200 - 500 Special Education - Other Purchased Services 175,000

Reallocate budget within the 1200 function from Purchased Professional Services to Other Purchased Services.

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FROM: 1400 - 300 Other Instructional Program - Purch Professional Serv 1,000

TO: 1400 - 600 Other Instructional Program - Supplies 1,000

Reallocate budget within the 1400 function to increase amount budgeted for Supplies from Purchased Professional services budget.

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FROM: 1100 - 100 Instruction - Salaries 500,000  
1100 - 200 Instruction - Benefits 680,000

TO: 2100 - 100 Support Services-Student - Salaries 250,000  
2100 - 200 Support Services-Student - Benefits 500,000  
2200 - 100 Instructional Support - Salaries 250,000  
2200 - 200 Instructional Support - Benefits 180,000

Reallocate the Salaries and Benefits budgets from the 1100 Instruction function to the 2100 Support Services-Student and 2200 Instructional Support function.

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FROM: 2100 - 300 Support Services-Student- Purchased Professional Service 10,000  
2100 - 600 Support Services-Student - Supplies 13,000  
2200 - 400 Instructional Support - Purchased Property Services 15,000  
2200 - 700 Instructional Support - Property 60,000

TO: 2200 - 500 Instructional Support - Other Purchased Services 98,000

Reallocate budget between the Support Services-Student function and the Instructional Support function to increase the amount budgeted for Other Purchased Services.

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FROM: 2200 - 700 Instructional Support - Property 10,000

TO: 2200 - 600 Instructional Support - Supplies 10,000

Reallocate budget within the 2200 function from Property to Supplies.

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FROM: 1200 - 100 Special Education - Salaries 50,000

TO: 2400 - 100 Pupil Health - Salaries 28,000  
2400 - 200 Pupil Health - Benefits 22,000

Reallocate excess budget from the Special Education Salaries to the Pupil Health Salaries and Benefits.

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FROM: 2600 - 100 Operations - Salaries 75,000

TO: 2600 - 200 Operations - Benefits 75,000

Reallocate budget within Operations function for Payroll and Benefits.

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FROM: 2600 - 100 Operations - Salaries 135,000

TO: 2700 - 100 Transportation - Salaries 60,000  
2700 - 200 Transportation - Benefits 75,000

Reallocate budget from Operations Salaries to Transportation Salaries and Benefits.

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FROM: 2700 - 400 Transportation - Purchase Property Services 100,000  
2700 - 600 Transportation - Supplies 160,000

TO: 2700 - 500 Transportation - Other Purchased Services 260,000

Reallocate budget within the Transportation function from Purchased Property Services and Supplies to Other Purchased Services.

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FROM:	2800 - 300 Central Support Services - Purchase Professional Serv.	100,000
	2800 - 400 Central Support Services - Purchase Property Service	15,000
	2800 - 700 Central Support Services - Property	19,000

TO:	2800 - 500 Central Support Services - Other Purchased Services	134,000
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Reallocate budget within the 2800 function to increase budget for Other Purchased Services.

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FROM:	1600 - 100 Adult Education - Salaries	97,800
	1600 - 200 Adult Education - Benefits	38,713
	1600 - 300 Adult Education - Purchase Professional Services	51,000
	1600 - 400 Adult Education - Purchase Property Services	300
	1600 - 500 Adult Education - Other Purchased Services	500
	1600 - 600 Adult Education - Supplies	5,800
	1600 - 800 Adult Education - Other Expenses	250

TO:	3300 - 100 Community Services - Salaries	97,800
	3300 - 200 Community Services - Benefits	38,713
	3300 - 300 Community Services - Purchased Professional Services	51,000
	3300 - 400 Community Services - Purchased Property Services	300
	3300 - 500 Community Services - Other Purchased Services	500
	3300 - 600 Community Services - Supplies	5,800
	3300 - 800 Community Services - Other Expenses	250

Reallocate budget from the Adult Education function to the Community Services function.

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Motion Approved 9-0.

### **SCHOOL BOARD POLICIES FOR APPROVAL (SECOND READ)**

Motion by Dennis Weldon, supported by John Gamble, to bring back off the table School Board Policy 137 – Home Education Programs, School Board Policy 217 – Graduation Requirements, School Board Policy 626 – Federal Fiscal Compliance, School Board Policy 626.1 – Travel Reimbursement – Federal Programs, School Board Policy 808 – Food Services, and School Board Policy 827 – Conflict of Interest.

Motion Approved 9-0.

Motion by Paul Faulkner, supported by John Gamble, to approve School Board Policy 137 – Home Education Programs, School Board Policy 217 – Graduation Requirements, School Board Policy 626 – Federal Fiscal Compliance, School Board Policy 626.1 – Travel Reimbursement – Federal Programs, School Board Policy 808 – Food Services, and School Board Policy 827 – Conflict of Interest.

Motion Approved 9-0.

### **ACT 93 PLAN**

Motion by Paul Faulkner, supported by Dennis Weldon, to approve the Personnel Practices and Compensation Plan between Central Bucks School District and the Act 93 Administrators effective July 1, 2016 – June 30, 2019.

Mr. Kopicki explained that the annual increase for this three-year contract for CB administrators will be 2.83% and is in line with other Bucks County administrative increases of 2.86%. There will be an increase to the health care cost share of 20% of the premium cost in 2016-2017, 22% in 2017-2018, and 23% in 2018-2019. Mr. Kopicki feels this is a fair and responsible agreement to the taxpayers and the administrators.

Motion Approved 9-0.

#### **TRANSPORTATION ASSOCIATION CONTRACT**

Motion by John Gamble, supported by Karen Smith, to ratify the contract between Central Bucks School District and the Central Bucks Transportation Association effective July 1, 2016 – June 30, 2020.

Ms. DiDio-Hauber stated that this was a fair and equitable contract for the Transportation Association and was fiscally responsible to the district and to the taxpayers. She also stated that this group went for a period of time without increases and worked hard to make sure the increases were in place moving forward and concerns about absenteeism's were addressed. The Board was supportive to make sure there was equity among all agreements negotiated this year.

Mr. Kopicki and Mrs. Darcy thanked Ms. Didio-Hauber for all her hard work. A total of four contracts were negotiated this year.

Motion Approved 9-0.

#### **PERSONNEL ITEMS**

Motion by Jerel Wohl, supported by Meg Evans, to approve resignations, terminations, and leaves of absence; appointments, long-term substitute teachers, community school staff, summer custodial staff, summer school staff, Camp Benchmark staff, and Extended School Year Program transportation staff.

##### RESIGNATIONS

Name:	Charlene Bergmaier
Position:	Personal Care Assistant – Warwick Elementary School
Effective:	June 15, 2016
Name:	Diana Darby
Position:	Special Education Assistant – Mill Creek Elementary School
Effective:	June 15, 2016
Name:	Amy Edenson
Position:	Personal Care Assistant – Warwick Elementary School
Effective:	June 15, 2016
Name:	David Frankel
Position:	Biology teacher -- Central Bucks High School -- West
Effective:	August 26, 2016

Name: Lisa Hobbs  
Position: Duty Assistant – Warwick Elementary School  
Effective: June 15, 2016

Name: Jessica Reid  
Position: Social Studies teacher – Holicong Middle School  
Effective: June 30, 2016

Name: Allie Riegel  
Position: Personal Care Assistant – Cold Spring Elementary School  
Effective: June 15, 2016

Name: Colleen Snyder  
Position: Personal Care Assistant – Warwick Elementary School  
Effective: June 15, 2016

Name: Lindsay Steinberg  
Position: Swim Program – Community School Program  
Effective: June 15, 2016

Name: Allison Washburn  
Position: Educational Assistant – Kutz Elementary School  
Effective: June 15, 2016

#### TERMINATIONS

Name: Tracey Rose  
Position: Duty Assistant – Lenape Middle School  
Effective: June 9, 2016

#### LEAVES OF ABSENCE

James Detweiler      Custodian – Groveland Elementary School  
June 21, 2016 - TBD

Whiney Fisher      (.5 FTE) Elementary teacher – Pine Run Elementary School  
2016-2017 school year

Audra Glauser      (.5 FTE) Speech Therapist–Bridge Valley/Groveland Elementary Schools  
2016-2017 school year

Megan Romano      (.5 FTE) Elementary teacher – Pine Run Elementary School  
2016-2017 school year

#### APPOINTMENTS

Name: Bryan Cumming  
Position: Preventative Maintenance Mechanic Class “C” – Operations Department  
\$27.77 per hour  
Effective: June 30, 2016

Name: John Sforza  
 Position: Preventative Maintenance Mechanic Class "C" – Operations Department  
 \$27.77 per hour  
 Effective: June 30, 2016

Name: Linda Slack  
 Position: (.5 FTE) Custodian – Buckingham Elementary School  
 \$16.21 per hour  
 Effective: July 6, 2016

Name: Victoria Szyszko  
 Position: (Temporary) Special Education Assistant – Bridge Valley Elementary School  
 \$14.51 per hour  
 Effective: June 1, 2016

#### LONG-TERM SUBSTITUTE TEACHERS

Name: Michelle O'Brien  
 Position: Psychologist – Barclay Elementary School  
 \$56,076 (M+0 credits, Step 3)  
 Effective: August 29, 2016 until the end of the 2016-2017 school year

#### COMMUNITY SCHOOL STAFF

Louanne Fox	Private Swim Lesson Instructor (Temp)	\$26.00/hour
Shannon Fox	Private Swim Lesson Instructor	\$26.00/hour
Casey Jefferis	Student Lifeguard	\$ 8.90/hour
John Young	Student Swim Instructor	\$ 8.40/hour

#### SUMMER CUSTODIAL STAFF

David Cobb	6/20/16-8/18/16	\$10.10	40 hours/week
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#### SUMMER SCHOOL STAFF – (SUMMER PE/HEALTH - TOHICKON MIDDLE SCHOOL)

Kerri Rabberman	7/5/16-7/21/16	\$25.00 (Teacher)	20 hours/week
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#### CAMP BENCHMARK STAFF

Adam Walter	7/11/16-7/21/16	\$25.00 (Teacher)	20 hours/week
Stacey Pedersen	7/11/16-7/21/16	\$25.00 (Teacher)	20 hours/week
Michael Wolf	7/11/16-7/21/16	\$25.00 (Teacher)	20 hours/week
Carole Esancy-Froelich	7/11/16-7/21/16	\$25.00 (Teacher)	20 hours/week

#### EXTENDED SCHOOL YEAR PROGRAM TRANSPORTATION STAFF

Lisa Bishop	6/27/16-8/19/16	\$10.50 (Ed Assistant)	24 hours/week
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Motion Approved 9-0.

**STUDENT ITEMS**

Motion by Paul Faulkner, supported by Meg Evans, to approve the placement of two Foreign Exchange Students – one student at Central Bucks High School – East, and one student at Central Bucks High School – South for the 2016-2017 school year.

Motion Approved 9-0.

**REPORTS AND INFORMATION**

Mr. Kopicki announced that the Semi-Annual Rating of Elementary and Secondary Temporary Professional Employees (2015-2016 – Semester 2) were included as information items for Board members.

Mr. Gamble mentioned the CB Cares Gala held on June 5, 2016 and thanked CB Cares for their continued support and for all they do for the students and the district.

**ADJOURNMENT**

There being no further business before the Board, motion by Sharon Collopy, supported by John Gamble, to adjourn at 7:53 p.m.

Respectfully submitted,



Sharon L. Reiner  
Board Secretary  
Recording Secretary