

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

November 7, 2016

The Central Bucks Board of School Directors held its meeting on Monday, November 7, 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 7:29 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

BOARD MEMBERS ABSENT

Paul Faulkner, Jerel Wohl

ADMINISTRATORS PRESENT

Mr. John Kopicki, Dr. David Bolton, Dr. Scott Davidheiser, Andrea DiDio-Hauber, Jason Jaffe, Scott Kennedy, David Matyas, Mary Kay Speese

ALSO PRESENT

Jeffrey P. Garton – Solicitor, Sharon Reiner - School Board Secretary

APPROVAL OF MINUTES

Motion by John Gamble, supported by Sharon Collopy, to approve the minutes of the October 25, 2016 School Board meeting.

Motion Approved 7-0.

PUBLIC COMMENT

Michelle Crunkleton commented on the Lenape Traffic Study being voted on this evening. She commented on the traffic congestion at Lenape since so many parents are dropping off their students at school rather than the students being transported by school bus. Ms. Crunkleton read some last year parent Facebook posts found on the Doylestown Facebook page on why parents transport their students to school in the morning. Ms. Crunkleton feels the traffic congestion at Lenape could be relieved if a later school start time for secondary students was established.

SUPERINTENDENT'S REPORT

HIGH SCHOOL ACHIEVEMENT REPORT 2016: SAT/ACT/AP EXAMS

Dr. Scott Davidheiser, Assistant Superintendent for Secondary Education, presented the most recent SAT/ACT scores, Advanced Placement enrollment trends, and results from the Senior Survey Class of 2016. College bound CB seniors continue to perform well in the SATs, scoring 173 points above the PA average and 176 points above the national average. Again this year with these scores, Central Bucks is placed among the top 5% of the 690 high schools (private, parochial, charter, and public) in the state. Dr. Davidheiser also provided information on the ACTs stating that the CB student composite average score was 24 and the national score was 21. Dr. Davidheiser stated that SATs measure college readiness, and ACTs measure college readiness based on what students have learned in the classroom. In 2015-2016 the district offered 18 Advanced Placement courses which are available to students in grades 10, 11, and 12. This current school year the district has offered 19 Advanced Placement courses. The number of AP tests administered in CB for the 2015-2016 school

year were 2,724. 85% of CB students scored a 3, 4, or 5 on a 5-point scale and can count as college credit. The state average was 68% and the national average was 60%. The Senior Plans Survey Class of 2016 reveal that students plan to further their education and training by attending a 4-year college, a community college or trade/technical school, and some plan to enter the military. The Class of 2016 submitted a total of 7697 college applications and states and colleges these students will be attending were shown. Dr. Davidheiser stated that secondary administrators have had a number of data analysis meetings to discuss scores and how to increase student participation in AP classes. In the upcoming weeks course offerings, analyzing prerequisites, and investigating structures of courses will be discussed. (This presentation can be found on the CBSD website School Board page under School Board Presentations).

SCHOOL BOARD REPORTS

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

RECOMMENDATIONS FOR ACTION

ACCOUNTS PAYABLE CHECK DISBURSEMENTS

Motion by Sharon Collopy, supported by Karen Smith, to approve the October 19, 2016, October 31, 2016, and November 1, 2016 General Fund 1 check disbursements in the amount of \$1,099,381.00; the October 27, 2016 Capital Fund 3 check disbursements in the amount of \$1,759,333.11; and the October 21, 2016 Food Service Fund 5 check disbursements in the amount of \$20,233.24.

Motion Approved 7-0.

BUDGETARY TRANSFERS

Motion by Jerel Wohl, supported by Karen Smith, to approve the budgetary transfers for fiscal 2015-2016 and the budgetary transfers for fiscal 2016-2017.

Budgetary Transfers
November 2016 Final Transfers
For the 2015-2016 Fiscal Year

FROM:	1400 - 500	Other Instructional Program - Other Purchased Services	1,208,150
TO:	1100 - 500	Instruction - Other Purchased Services	827,120
	1200 - 500	Special Education - Other Purchased Services	381,030

Reallocate funds within the Instruction-Regular Education & Special Education program functions from the Instruction-Other Programs functions to realign the Charter School tuition expense budget. This adjustment is necessary to comply with PDE Annual Financial Report (AFR) filing requirements.

Budgetary Transfers
November 2016
For the 2016 - 2017 Fiscal Year

FROM:	1400 - 500	Other Instructional Programs - Other Purchased Services	1,400,000
TO:	1100 - 500	Instruction - Other Purchased Services	957,600
	1200 - 500	Special Education - Other Purchased Services	442,400

Reallocate funds within the Instruction-Regular Education & Special Education program functions from the Instruction-Other Programs functions to realign the Charter School tuition expense budget. This adjustment is necessary to comply with PDE Annual Financial Report (AFR) filing requirements.

Mr. Matyas stated that the Pennsylvania Department of Education changed the account code classification of charter school expenses from a 1400 function to an 1100 function for regular education charter school students and a 1200 function for special needs charter school students.

Motion Approved 7-0.

CONSTRUCTION CONTRACTS AND SERVICE AGREEMENTS

Motion by John Gamble, supported by Sharon Collopy, to award a contract to Horner & Canter Associates to complete a traffic study at Lenape Middle School in the amount of \$9,600.

Mr. Kennedy stated that this Lenape Traffic Study would include bus traffic, pedestrian traffic, and parent/student drop off.

Motion Approved 7-0.

WAR MEMORIAL STADIUM FEASIBILITY STUDY

Before this Agenda item was voted on, Mr. Michael O'Rourke, GKO Architects, presented a PowerPoint on the War Memorial Stadium Feasibility Study at Central Bucks High School - West. He provided a summary of existing conditions of the stadium, an overview of the general project which will occur during March 1 – September 1, 2017, renovation plans of the field houses, and an estimated cost breakdown.

Motion by John Gamble, supported by Karen Smith, to award a contract for professional design services to GKO Architects for War Memorial Field renovations in the amount of \$181,864.

Motion Approved 7-0.

Motion by John Gamble, supported by Sharon Collopy, to award a contract for professional design services to Architerra, PC for War Memorial Field synthetic turf and track improvements in the amount of \$24,100.

Motion Approved 7-0.

PERSONNEL ITEMS

Motion by Karen Smith, supported by Dennis Weldon, to approve resignations, terminations, leaves of absence, appointments – professional and support staff, classification changes, community school staff, EDR student activities, EDR change lists, stipend coaches, Auxiliary Pay Rate Sheet.

RETIREMENTS/RESIGNATIONS/TERMINATIONS**RESIGNATIONS:**

<u>NAME</u>	<u>POSITION</u>	<u>BUILDING</u>	<u>EFFECTIVE DATE</u>
Nancy Brower	Reg Ed Teaching Asst	Barclay	11/3/2016
Donna Dome	Assistant Principal	Holicong	12/31/2016
Danielle Duncan	Personal Care Aide	Mill Creek	10/14/2016
Kirsten B. Mortimer	Comm Sch Swim Prog	CB East	10/21/2016
Cassidy Shea White	Comm Sch Swim Prog	CB East	10/21/2016

TERMINATIONS:

<u>NAME</u>	<u>POSITION</u>	<u>BUILDING</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Kalee McKeon	Custodian	CB West	9/16/2016	Job Abandonment

LEAVE OF ABSENCE

<u>NAME</u>	<u>POSITION</u>	<u>BUILDING</u>	<u>FROM</u>	<u>TO</u>
Andrea F. Armstrong	Custodian	CB South	10/12/2016	11/6/2016
Judith Ashabranner	Bus Driver	Transportation	10/17/2016	TBD
Jessica Corson	Personal Care Aide	CB West	9/30/2016	Intermittent
Sarah Coyle	Special Ed Teacher	Barclay	12/20/2016	1/16/2017
Sally D'Amico	Reg Ed Teaching Asst	Buckingham/ East	10/24/2016	TBD
Casey Lyn Davidson	Health & PE Teacher	Holicong	11/11/2016	1/25/2017
Kathleen Fitzgerald	(.98 FTE) Sp Ed Asst	Unami	10/19/2016	TBD
Sylvia Frankenfield	Spec Ed Asst	Tamanend	10/21/2016	TBD
Carl Hilpl	A-Mech/Electrician	Facilities	10/17/2016	10/31/2016
Stephanie A. Powell	Custodian	Cold Spring	10/27/2016	TBD
Maxine Lee Pullar	Health & PE Teacher	CB South	11/23/2016	1/4/2017

APPOINTMENT OF LTS EMPLOYEES:

<u>NAME</u>	<u>POSITION</u>	<u>BUILDING</u>	<u>EFFECTIVE DATE</u>	<u>SALARY</u>	<u>SALARY COLUMN/STEP</u>
Jesse A. Dannin	Mathematics Teacher	Unami	10/24/201-End SY	\$45,254 Prorated	BS+0 credits, Step 1

APPOINTMENT OF LTPD EMPLOYEES - \$150.00 per day

<u>NAME</u>	<u>POSITION</u>	<u>BUILDING</u>	<u>FROM</u>	<u>TO</u>
John Fitzgibbons	Mathematics Teacher	Lenape	1/3/2017	1/25/2017
Kathryn Palkovics	Librarian	Tamanend	10/24/2016	1/11/2017

BUILDING SUBSTITUTES

<u>NAME</u>	<u>BUILDING</u>	<u>EFFECTIVE DATE</u>	<u>SALARY P/DAY</u>	<u>DAYS P/YEAR</u>
Lauren N. Foreman	Elem Floating Sub	10/21/2016	\$125 p/day	2016-17 Sch Yr
Kimberly Francis	Elem Floating Sub	10/21/2016	\$125 p/day	2016-17 Sch Yr
Danielle Zolnierz	Elem Floating Sub	10/31/2016	\$125 p/day	2016-17 Sch Yr

APPOINTMENT OF SUPPORT EMPLOYEES:

<u>NAME</u>	<u>POSITION</u>	<u>BUILDING</u>	<u>EFFECTIVE DATE</u>	<u>SALARY P/HOUR</u>
Kimberly J. Barlick	On Call Substitute EA	Transportation	10/17/2016	\$10.50 p/hr
Faisal Bashir	On Call 3rd Shift Floater	District Wide	11/1/2016	\$14.00 p/hr
Kirsten Cademartori	(.98 FTE) Spec Ed Asst	Tamanend	10/17/2016	\$14.43 p/hr
Sharon D. Krieger	On Call Sub Floater Cust	District Wide	10/31/2016	\$14.00 p/hr
Elizabeth Anne Libutti	(.75 FTE) Duty Asst	CB East	10/31/2016	\$12.63 p/hr
George MacPherson	On Call Sub Bus Driver	Transportation	10/17/2016	\$20.35 p/hr
Elizabeth Sue Neff	(1.0 FTE) Spec Ed Asst	Holicong	10/19/2016	\$14.43 p/hr
Louis Vollrath	On Call Sub Bus Driver	Transportation	10/24/2016	\$20.35 p/hr

CLASSIFICATION/STATUS/ASSIGNMENT CHANGE

<u>NAME</u>	<u>PREVIOUS</u>	<u>NEW</u>	<u>EFFECTIVE DATE</u>	<u>PREV / NEW SALARY</u>	<u>BUILDING</u>
Julia Abelson	(.67 FTE) Title 1 Asst	(1.0FTE)Sp Ed Asst	11/7/2016	\$16.06 p/hr/No change	Linden
Charles C. Furst	TEMP Custodian	2nd Shift Custodian	10/17/2016	\$16.21 p/hr/No change	Bridge Valley
Ellen S. Goldstein	LTPD Health & PE	LTS Health & PE	8/31/16 - 1/25/17	\$150p/day/\$45,254 Prortd	Holicong/CB South
Charles R. Grebloski	Substitute EA	On Call Bus Driver	10/19/2016	\$10.50 p/hr/\$20.35 p/hr	Transportation
Kevin J. Harrison	Transportation EA	On Call Bus Driver	10/19/2016	\$14.57 p/hr /\$20.35 p/hr	Transportation
Gregory Lembo	Sub Custodian	(1.0 FTE) Custodian	11/7/2016	\$14.00 p/hr / \$16.21 p/hr	Linden
Brandy O'Neill	LTPD Art Teacher	LTS Art Teacher	10/24/2016	\$150p/day/\$45,254 Prortd	Butler / Doyle
Richard C. Towle	Floater Cust TEMP	Custodian	11/1/2016	\$16.21 p/hr/No change	Groveland

ADDITIONAL DUTY

<u>NAME</u>	<u>POSITION</u>	<u>BUILDING</u>	<u>EFFECTIVE DATE</u>	<u>ADDITIONAL SALARY</u>	<u>SCHEDULE</u>
Patrick A. Balkit	Detention Supervisor	CB South	10/14/2016	\$15.57 p/hr	As needed
Taryn Bartasavich	Comm Sch Instructor 2	Jamison	10/31/2016	\$17.65 p/hr	1.08hrs p/day,5days p/wk
Katrina M. Keeler	Detention Supervisor	CB South	10/14/2016	\$15.57 p/hr	As needed
Michelle Oleykowski	Comm Sch Instructor 2	Warwick	10/31/2016	\$17.65 p/hr	1.75hrs p/day,3days p/wk
Lisa Rothenberger	Comm Sch Instructor	Bridge Valley	11/1/2016	\$17.16 p/hr	1.32hrs p/day,4days p/wk

COMMUNITY SCHOOL- SUPPORT STAFF

<u>NAME</u>	<u>POSITION</u>	<u>BUILDING</u>	<u>EFFECTIVE DATE</u>	<u>SALARY P/HOUR</u>	<u>SCHEDULE</u>
Tarlika Shah	Comm Sch After School	District Wide	10/25/2016	\$14.43 p/hr	Substitute - As needed
Maria A. Villarín	(.67 FTE) Comm Sch B/A	Jamison / Warwick	11/1/2016	\$14.43 p/hr	4hrs p/day,5days p/wk

EDRS**EDRs 2016-2017 Student Activities**

<u>Name</u>	<u>School/Position</u>	<u>Units Paid</u>
Joel Chodoroff	Holicong/Band Director	16
Jennifer DiVasto	Holicong/Orchestra/String	7
Patrick Kelly	Holicong/Stagecrafters	8
James Glaser	Holicong/Choral Director	16
Lauren Johnston	Holicong/Student Council	7
Michelle Ambrosini	Holicong/TV Studio	3.5
Patrick Kelly	Holicong/TV Studio	1.5
Jill Schmitt	Holicong/National Jr Honor Society	3
<u>Team Leaders</u>		
Michelle Ambrosini	Holicong/ Team 7-0	3
Andrew Kane	Holicong/Team 7-1	5
Rachel Brunner	Holicong/Team 7-2	3
Joshua Kaeser	Holicong/Team 8-0	7
Brian Novick	Holicong/Team 8-1	5
Carrie Bannon	Holicong/Team 8-2	3
Jason Hepler	Holicong/9 th Grade	3
Susan Steen	Lenape/Band Director	10
Jessica Tosti	Lenape/Orchestra/String	7
Jaime Rogers	Lenape/Stagecrafters	8
Jaime Rogers	Lenape/Choral Director	14
Matthew Fash	Lenape/Student Council	7
Andrew Burgess	Lenape/TV Studio	5
Jennifer Yeager	Lenape/National Jr Honor Society	3
<u>Team Leaders</u>		
Gabrielle Feliciani	Lenape/7 th Explorer Team	3
Rayna Lolla-Smith	Lenape/7 th Quest Team	3
Matthew Curran	Lenape/8 th Dream Team	3
Zachary Marttila	Lenape/8 th Wonder Team	5
Janet Caparros	Lenape/9 th Grade	3
Larry Werner	Tamanend/Band Director	16
Jessica Tosti	Tamanend/Orchestra/String	7
Ian Sanchez	Tamanend/Stagecrafters	8
Ian Sanchez	Tamanend/Choral Director	12
Maria Vitacco	Tamanend/Student Council	5.5
Ellen Orinski	Tamanend/Student Council	5.5
Drew Sterner	Tamanend/TV Studio	2.5
Matt Landis	Tamanend/TV Studio	2.5
<u>Team Leaders</u>		
Maria Vitacco	Tamanend/7 th Grade	7
Misa Mancini	Tamanend/7 th Grade	7
Susan Roth	Tamanend/8 th Grade	7
Paul Eisold	Tamanend/8 th Grade	1.5
Danielle Magliozzo	Tamanend/8 th Grade	1.5

Luz Corsino	Tamanend/9 th Grade	3.5
Lori Marano	Tamanend/9 th Grade	5.5
Sarah McGahey	Tohickon/Band Director	10
Jennifer Repper	Tohickon/Orchestra/String	9
William Senavaitis	Tohickon/Stagecrafters	10
Paul Dengler	Tohickon/Choral Director	10
Kelly Zagwoski	Tohickon/Student Council	5.5
Amy Fry-Daly	Tohickon/Student Council	3.5
William Senavaitis	Tohickon/TV Studio	4
Bridget Fox	Tohickon/TV Studio	1
Kelly McMahan	Tohickon/National Jr Honor Society	1.5
Daniel Saska	Tohickon/National Jr Honor Society	1.5
<u>Team Leaders</u>		
Kelli McMahan	Tohickon/7 th Grade	5
Jennifer Reese	Tohickon/7 th Grade	7
Zachary Sibel	Tohickon/8 th Grade	3
Michael Weir	Tohickon/8 th Grade	3
Kim Rissing (2 nd Semester)	Tohickon/8 th Grade	1.5
Michelle Ball (1 st Semester)	Tohickon/8 th Grade	1.5
Chris Gay	Tohickon/9 th Grade	7
Harry Bower	Unami/Band Director	14
Hannah Pak	Unami/Orchestra/String	7
Harry Bower	Unami/Stagecrafters	12
Kimberlee Leonardo	Unami/Choral Director	16
Brittany Iatarola	Unami/Student Council	7
Michelle Spera	Unami/TV Studio	3.5
Colleen Haag	Unami/TV Studio	1.5
Nicole Adams	Unami/National Jr Honor Society	1.5
Jaelyn Timko	Unami/National Jr Honor Society	1.5
<u>Team Leaders</u>		
James Massey	Unami/7 th Grade	3
Stacy Caldwell	Unami/7 th Grade	3
John Smola	Unami/8 th Grade	5
Kimberly Keller	Unami/8 th Grade	7
Pam Sime-Cummins	Unami/9 th Grade	3
Jason Morehouse	East/Band Director	38
Christopher Villante	East/Choral Director	10
Jennifer DiVasto	East/Orchestra Director	8
Michael Grieco	East/Amplification	6
Steven Bercik	East/Newspaper	6
Steven Bercik	East/Yearbook Sponsor	22
Vanessa Power	East/Senior Class Advisor	7
Ashley Yanishevskiy	East/Junior Class Advisor	3
Joshua Hoskins	East/Junior Class Advisor	3
Kimberly Kane	East/Soph Class Advisor	3

Kevin Lockard	East/Soph Class Advisor	3
Amanda Dicks Prothero	East/Student Government	12
Bernadette Fly	East/National Honors Society	2
Catherine Gulkis	East/National Honors Society	2
Brian Cox	South/Band Director	34
Joe Stellino	South/Choral Director	12
Scott Hensil	South/Orchestra Director	8
Lauren Woehr	South/Newspaper	10
Jessica Fidler	South/Yearbook Sponsor	17
Jessica Fidler	South/Yearbook Assistant	3
Vello Vilbas	South/Senior Class Advisor	7
Michael London	South/Junior Class Advisor	6
Caroline Deitch	South/Soph Class Advisor	6
Vello Vilbas	South/Student Government	4
Michael London	South/Student Government	4
Caroline Deitch	South/Student Government	2
Helena Buzin	South/National Honors Society	4
Neil Delson	West/Band Director	36
Joseph Ohrt	West/Choral Director	18
Scott Hensil	West/Orchestra Director	8
Neil Delson	West/Amplification	6
Val D'Alonzo	West/Newspaper	6
Stephanie Ferraro	West/Yearbook Sponsor	19
Erin Walsh	West/Yearbook Assistant	5
Kimm Payne	West/Senior Class Advisor	3.5
Katelyn Mullen	West Senior Class Advisor	3.5
Theresa Mehalick	West/Junior Class Advisor	3
Megan Hanson	West/Junior Class Advisor	3
Barbara Matas	West/Soph Class Advisor	3
Allison Vicciardo	West/Soph Class Advisor	3
Jennifer Jones	West/Student Government	10
Colleen Graney	West/National Honors Society	6

EDR CHANGES

Amy Babb	South/Field Hockey	-2
Alison Hazell	South/Field Hockey	2

FALL STIPEND COACHES

Craig Phillips	East/Football	\$3,000.00
John Cataldo	South/Football	\$2,560.00
Daniel Brown	South/Football	\$2,560.00
Anthony Schino	South/Football	\$3,880.00
Alex Smith	West/Football	\$3,000.00
Anthony Andrews	East/Freshman Football	\$1,500.00
Robert Diehl	East/Freshman Football	\$1,500.00

Matt Hess	East/Freshman Football	\$3,000.00
Fred Gerstenfield	East/Soccer-Boys	\$2,500.00
Doug Brady	South/Soccer-Boys	\$ 650.00
Sam Sergi	West/Soccer-Boys	\$2,500.00
Mark Eisold	East/Soccer-Girls	\$2,500.00
Elaine Marucci	South/Soccer-Girls	\$2,500.00
Miro Kamenik	West/Soccer-Girls	\$2,500.00
Brittany Varacallo	East/Field Hockey	\$2,500.00
Rebecca Shylack	West/Field Hockey	\$2,500.00
Meghan Sharman	East/Cheerleading	\$1,250.00
Jennifer Kolb	South/Cheerleading	\$1,250.00
Ashley Godfrey	West/Cheerleading	\$1,250.00
Joyce Dwyer	West/Cheerleading	\$1,250.00

AUXILIARY PAY RATE SHEET

Please see Attachment B.

Motion Approved 7-0.

STUDENT ITEMS

Motion by Sharon Collopy, supported by Karen Smith, to approve the following student items:

1. Approval of CB West Spanish 5 classes to travel to New York. Dates are December 12, 2016.
2. Approval of CB East Girls Winter Track to travel to Penn State University. Dates are January 6-7, 2017.
3. Approval of CB West Varsity Cheerleaders to travel to Orlando, FL. Dates are February 10-14, 2017.
4. Approval of Tohickon Middle School 9th Grade Class to travel to Washington, D.C. Dates are April 12, 2017.

Motion Approved 7-0.

STAFF CONFERENCES

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

Name	Area	Dates	Conference name	Location	General		Totals
					Fund	Grants	
Adelberger, Christina	Administrator	12/13/16	LETRS Module 1: The Challenge of Learning to Read	BCIU #22			40
Bolton, David	Administrator	12/2/16	5th Annual CAIU iPad Summit	Summerdale, PA			194
Carter, Kelly	Administrator	12/13/16	LETRS Module 1: The Challenge of Learning to Read	BCIU #22			40
Cashman, Stephen	Administrator	4/6/17	Leading Complex Change	MCIU			230
Dailey, Susanne	Administrator	12/2/16	5th Annual CAIU iPad Summit	Summerdale, PA			75
Estep, Daniel	Administrator	11/2/16	Dr Juli Dixon-Big Picture Shifts in Content and Instruction	BCIU			75
Garvin, Nadine	Administrator	11/13 to 11/15/16	Future Ready Summit	Boston, MA			828
Jaffe, Jason	Administrator	11/13 to 11/15/16	Future Ready Summit	Boston, MA	828		
Jaffe, Jason	Administrator	12/2/16	5th Annual CAIU iPad Summit	Summerdale, PA			194
Kopicki, John	Administrator	11/13 to 11/15/16	Future Ready Summit	Boston, MA	621		
McLaughlin, Jackie	Professional	12/2/16	5th Annual CAIU iPad Summit	Summerdale, PA			180
Pederson, Stacy	Professional	12/2/16	5th Annual CAIU iPad Summit	Summerdale, PA			180
Roos, Jesse	Administrator	12/2/16	5th Annual CAIU iPad Summit	Summerdale, PA			75
Ruth, Melissa	Professional	12/2/16	5th Annual CAIU iPad Summit	Summerdale, PA			180
Shaw, Jesse	Professional	12/2/16	5th Annual CAIU iPad Summit	Summerdale, PA			75
Smith, Lindsay	Administrator	11/13 to 11/15/16	Future Ready Summit	Boston, MA			828
Smith, Lindsay	Administrator	12/2/16	5th Annual CAIU iPad Summit	Summerdale, PA			194
Speese, Mary Kay	Administrator	4/6/17	Leading Complex Change	MCIU	230		
Szemanek, Kaitlin	Professional	12/2/16	5th Annual CAIU iPad Summit	Summerdale, PA			180
Wolf, Michael	Professional	12/2/16	5th Annual CAIU iPad Summit	Summerdale, PA			180
Taylor, Jon	Professional	11/11/16	PA STEM Conference	Lancaster-Lebanon			233
Totals this meeting					1,679	3,981	5,660
Year to date from last meeting					6,103	15,944	22,047
Totals year to date					7,782	19,925	27,707
				General fund budget	40,600		

Motion Approved 7-0.

REPORTS AND INFORMATION

Mrs. Darcy announced that the Student Activities Quarterly Reports ending September 30, 2016 for the middle and high schools were included as information items to the Board.

ADJOURNMENT

Mrs. Darcy announced that Tuesday, November 8, 2016 is Election Day. Polls will be open from 7:00 a.m. until 8:00 p.m.

Mr. Kopicki announced some upcoming events being held at the high schools and encouraged the community to come out and support the students:

- The CB East Patriot Players will be performing *White Christmas* on November 18 and 19 at 7:30 p.m. and on November 19 and 20 at 2:00 p.m.
- The CB South Titan Thespians will present *A Christmas Carol* on November 18 at 7:30 p.m. and on November 19 at 3:00 p.m. and 7:30 p.m.
- The CB West Band Concert will be held on December 1
- The CB West Choir Concert will be held on December 15
- Young Engineers' Night will be held on November 10 from 6:00 p.m. – 8:00 p.m. in the CB East Lobby

There being no further business before the Board, motion by Dennis Weldon, supported by Sharon Collopy, to adjourn at 8:29 p.m.

Respectfully submitted,

Sharon L. Reiner

Board Secretary

Recording Secretary

CENTRAL BUCKS SCHOOL DISTRICT
Curriculum Committee Minutes
October 5, 2016

MEMBERS PRESENT

Ms. Sharon Collopy, Chair
 Ms. Karen Smith

OTHER BOARD MEMBERS AND ADMINISTRATORS PRESENT

Mr. John Kopicki Dr. Davidheiser Dr. Bolton
 Ms. Beth Darcy Mr. Glenn Schloeffel Mr. Jason Jaffe
 Mr. Richard Kratz

MEMBERS NOT PRESENT

Mr. Dennis Weldon
 Mr. Jerel Wohl

PREVIOUS MEETING MINUTES

The meeting minutes from the September 14, 2016 meeting were reviewed and approved without changes.

PUBLIC COMMENT

There was no public comment at the meeting.

INFORMATION DISCUSSION ITEMS

“OneNote for a Paperless Classroom Environment” Jason Jaffe, Director of Technology and Innovation, reviewed the *OneNote* Microsoft Suite software component as the web application that has a wide potential for use in classroom instruction. A video illustration of *OneNote* classroom use (St. Thomas School in North Carolina) demonstrated the software effectiveness connecting teacher, students, (and parents) in instruction, notetaking, collaboration, real time comment on student work by the teacher, and even voice feedback which expanded paths to learning. Jason introduced Josh Hoskins, Social Studies teacher at CB-East, as a best-use example of effectively supporting instruction in the new “paperless” environment. Josh’s students are all online. He explained the development of his full integration of instruction into the *OneNote* base over the last two years and how it has organized his instruction and response to student work, facilitated keeping instruction materials current, speeds up his daily preparation of lessons, and documents by daily agenda with links to what is covered in each lesson keeping students fully informed. Each student has access to the daily lessons, can copy documents and annotate notes directly on those documents in their own *OneNote* notebook. The student notebook becomes the submission tool for homework. Monitoring student collaboration in *OneNote* in real time, the teacher is able to view student work and as a “fly on the wall” provide redirection, comment, and student accountability. As Jason noted earlier, use of *OneNote* is not mandated at this time, but the hope is that in the future it will become the instructional tool of choice. Video of a CB student testimonial acknowledged how very helpful use of the *OneNote* was in easing the classroom focus on notetaking by students, freeing their attention for more complete engagement during class time. Mr. Kopicki asked whether all students could access the *OneNote* outside of the district. The full current class has access, however if situations arose where a student did not have access, this could be accommodated by download of document hard copies, or by accessing online through library computer. Mr. Kopicki asked about the transition to the online format for students—were

there difficulties adjusting? Josh indicated the beginning of the school year showed a two- to three-week learning curve was all that was required. Mr. Kopicki asked if it would be worthwhile to initiate the paperless classroom in earlier grades? There are seventh grade classrooms where this format is in the experimental stage. Ms. Darcy asked what equipment could be used to access the classroom *OneNote*. Josh indicated the *OneNote* was accessible by smartphones as well as computers. In his classroom, some students bring their own computers to class. (Smartphone use is discouraged in the classroom as the potential is greater for distractions to arise.) Jason Jaffe added a technical feature note that within *OneNote* there is a writing tool that facilitates annotation on documents within the notebook as well.

Elementary and Secondary Music Technology Update Michael Gruver, the new Music Curriculum Coordinator, began his update with focus on the use of new software at the middle school level. Three software titles are currently being piloted in the seventh grade choirs in all five middle schools. *Soundation4Education* is a music-making application that enables students to create, record, edit, and mix their work. It is accessible to students at home as well. *Musitian First* teaches students lessons in chords, scales, terms, rhythm, cadences, and melody. Instruction includes identifying instruments and understanding their range and function in full composition scores. Assessment tasks are accessible by students in school or at home. *Noteflight* software is an amazingly flexible music annotation tool that gives users the ability to compose in a variety of different formats, adjust, record, mix and save the compositions. Performance and assessment tools round out the features of this software. Mr. Gruver noted that these three software selections offer differentiated instruction that engages a wide range of learning styles.

The second music technology program being piloted in three elementary schools this year (Cold Spring, Barclay, and Doyle elementaries) focuses on use of electronic keyboards to instruct second through sixth grade students in concepts of rhythm and melody. The music keyboard lab at Cold Spring was purchased with B101 Choir Competition prize money, while district funding for the Barclay and Doyle keyboard labs was approved by Dr. Bolton as a pilot project for this year. The teachers chosen to implement the pilot all have strong keyboarding skills. Results of the pilot application will determine whether the program is expanded to other schools. Mr. Schloeffel asked if there is keyboard instruction beyond the elementary level? If not, he would like to see whether keyboard instruction could be incorporated into the curriculum to build student confidence in public performance.

Mr. Gruver noted that other software that has facilitated formative assessment in the music classrooms includes the iPEVO application—an example would be taking photograph of a musical score then making annotations on the classroom screen while explaining the components of the score, and the Garage Band application that can play what is on an iPad through a keyboard, or record keyboard performance to an iPad. Mr. Gruver thanked the Board for their support of these pilot programs and endeavors.

Ms. Darcy commented that the middle school software features would enable student musicians in piano and guitar to develop their skills outside the classroom as well.

AP Reader Program for Teachers David Scarpill, math instructor at CB-East, described his experiences as a College Board AP statistics reader. His experience as an AP statistics instructor for 19 years notwithstanding, his overall enthusiasm for the experience led to his recommendation for all AP instructors to participate as an opportunity for personal instructional development. He has participated in the experience for the past two years. Last year's experience took place in Kansas City, Missouri. There were 850 AP reviewers (college professors and high school instructors both) who were trained for four hours to

evaluate two of the six free response questions on the AP statistics exam. In 2015 there were 250,000 AP statistics test takers. Over a seven-day period these reviewers graded their assigned questions according to the established response rubric. All costs for the experience are covered by the College Board. Reviewers work from 8 a.m. to 5 pm. each day, and have professional development offered in the evening that included panel discussions with former chief AP readers, best practices sharing, and additional review training on those questions that were not specifically assigned to you as a participant. The experience provided Mr. Scarpill greater understanding of the AP exam expectations and overall positive professional development. Mr. Scarpill noted there are a number of subject areas where there is need for AP readers. Mr. Schloeffel asked Mr. McGlone whether he felt the AP reader experience was worthwhile? Mr. Chris McGlone, math teacher at CB-South, who had been an AP reader on four separate occasions, shared that participation by more teachers could enhance professional development within CB. Mr. Schloeffel noted that timing of the AP reader sessions, the first two weeks of June, would be a stumbling block since the district is still in session, and the vacancy rate is high during that time. Ms. Darcy asked how is this handled by other districts—are other districts approving AP reader participation? Mr. Scarpill indicated the co-readers he had spoken to from neighboring districts were approved as conference attendees by their administrations.

Update on the Middle School Survey Dr. Scott Davidheiser indicated that the survey is in its final stages of preparation and should be transmitted within a week in a community blast, through the web, and Facebook. The survey will be open for two weeks, then the results of the survey will be shared with the community in the form of a white paper. Continued review will include groups of teachers, high school students, and a parent advisory group. We are in the fifth year of the schedule change initiated in 2012. Ms. Collopy indicated that this survey would be of the current grades 7 to 12, and she would like to see that responses could also be included from those who are current college freshman for their perspective on the schedule before and after the schedule change. Dr. Davidheiser indicated that the depth and scope of the survey questions will be eliciting more in-depth view by students of their current experience by nature of the questions. Mr. Kopicki noted that research has been done for qualitative questions in the survey that will provide good solid data for an improved schedule down the road.

Update on Elementary Math Curriculum Selection Mr. Richard Kratz noted that the variety of math program options to be reviewed has been increased from nine to 11 with the addition of two programs, *Investigations in Number, Data & Space*, and *Bridges in Mathematics*. In the recent trip to the Baltimore School District, their staff spoke favorably regarding the *Investigations* program, and a nearby school district, Avon Grove, is currently using the *Bridges* software—a discussion with their district staff regarding their outcomes is planned for the near future. Special education teachers are included in the math program review committee, as currently special education is using a different program than regular education, it would be more effective if both sides of math instruction participate in the search to see if there is one program that will meet all needs. Ms. Darcy asked if any programs include special education instruction as well as regular education. Mr. Kratz noted that any program can provide additional guidance for special education instruction, however finding one that provides both fully is a ‘perfect world’ goal. The math review committee met on September 29. All 15 buildings are represented in the committee, and discussions elicited information on what the teachers are looking for in their ideal program in order to establish a rubric for program reviews. The committee was apprised of the long term plan for the process, time commitment, and what the pilot timeframe would look like. With 11 programs to review, the goal is for the committee

to carefully review two programs a month. Mr. Kratz plans to have publishers come in and present their programs with prior knowledge of what the district is looking for in their final choice. Each grade level team has selected two instructional topics essential to their grade to sharpen their focus on what is being offered by each potential program. Two key drivers to the process: (1) the program *must* teach all PA core standards, and (2) reviewers must keep open minds when viewing each program. The first two programs for review are already available to committee members digitally.

Ms. Darcy asked whether public comment on technology used to teach basic math facts was taken into account. Mr. Kratz indicated it would be ideal if the program selected would help with fact fluency drills *and* differentiation of instruction. Mr. Kopicki commented on a fourth grade math class he visited working on multiplication, and asked whether alternative algorithms were being taught. Mr. Kratz noted that the “extra math” online program practices math fact fluency up to 12×12 , a time test done digitally so that teachers can determine where there are learning gaps for focusing extra work. Ten of the 11 math programs to be reviewed by the committee will include alternative algorithms, which teach making sense based on place values.

Update on Elementary Report Card Dr. David Bolton noted that the report card committee is meeting twice a month, and at the last meeting (September 26) reviewed the 42 “perfect” documents that were prepared by each of the committee members. They were able to come up with six consensus documents after working in small groups that Dr. Bolton is pleased to report show further consensus among the six documents. Mr. Schloeffel noted that he has heard good comments regarding the detail, planning, and discussion of the committee meetings coming from parent members of the committee. Mr. Kopicki commented on the good meeting preparation and engagement of all participants. He believes parents will be very pleased with the outcome.

The meeting was adjourned at 8:40 p.m.

CENTRAL BUCKS SCHOOL DISTRICT
Finance Committee Minutes
October 19, 2016

Committee Members Present

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

Dave Matyas, Business Administrator
Susan Vincent, Director of Finance

Other Board Members and Administrators Present

Sharon Collopy

Mr. Kopicki, Superintendent
Dr. Bolton, Assistant Elementary Superintendent
Dr. Davidheiser, Assistant Secondary Superintendent
Jim Czyz, Transportation Director

Committee Members Absent

None

The Finance Committee meeting was called to order at 7:05 p.m. by Jerel Wohl, Chairperson

PUBLIC COMMENT

There was no public comment. There were five members of the public present for the meeting including one member of the news media.

Review of Minutes

The September 21, 2016 Finance Committee meeting minutes were accepted after striking out the third sentence of the second paragraph on the second page: "Our solicitor feels the preserved designation could be reversed through court action" as this item was not discussed.

INFORMATION/ DISCUSSION/ACTION ITEMS

Setting Real Estate Tax Collector Compensation –

- Every four years the school board must set the compensation of real estate tax collectors before the primary election.
- The Board must take action to set the compensation by February 15th, 2017
- Several real estate tax collectors attended the meeting. Sherri Labs, real estate tax collector for Plumstead Township, addressed the committee and gave an overview of the tax collectors compensation requests for the next four-year cycle.
- The current real estate tax collector compensation is \$3.50 per tax bill.
- The first option that was proposed was an increase of 50¢ per tax bill starting in the 2017 – 18 fiscal year. This would provide an average increase over the four-year period 3.57% per year.
- The second option that was proposed was an increase of 20¢ per bill per year for each of the next four years. This will result in increases of 5.7% in year one 5.4% in year two 5.1% in year three and 4.9% in year four.
- The committee directed administration to also come up with alternative compensation proposals that could be reviewed.

Options for Alternative Fuel Buses – Jim Czyz, the Director of Transportation, gave a presentation providing an overview of the options for alternative fuels compared to diesel and gasoline.

- As an alternative fuel, propane is clean burning with less carbon emissions. School buses that run on propane gas have lower maintenance costs as the engines do not require as much lubrication when compared to a diesel engine. Also, propane does not require special combustion fluids to lower emission levels like diesel fuel. Propane based buses have quieter engines when compared to diesel and the fuel is produced domestically.
- Compressed natural gas (CNG), is also a cleaner burning fuel with less carbon emissions compared to diesel. Both natural gas and propane are easier to start in cold weather as compared to diesel. Natural gas used as an alternate fuel would require a substantial investment in fueling station equipment. It would also require renovation of bus maintenance areas to eliminate potential sparks in lighting fixtures and electrical switches.
- Both propane and natural gas based buses cost more than their diesel counterpart and they don't have the range of miles traveled per fuel tank as a diesel engine bus.
- Natural gas fueled buses can cost \$20,000 to \$40,000 more than a diesel bus. Propane buses can cost \$5,000 to \$8,000 dollars more than a diesel bus. Grants to reduce the cost differential are available.
- When looking at the total cost of operation, it appears that diesel based engines are still cheaper to operate compared to the alternative fuels.
- The committee directed administration to do some additional research on alternative fueled buses with school district's or companies that have operated fleets of alternative fueled vehicles over multiple years to see what their experience and expenses have been as well as talk to companies that are proponents of propane fuel.

Budget Outlook for 2017-18 – Administration provided an overview of early projections for the 2017 – 18 fiscal year budget.

- In the spring of 2016 the Finance Committee recommended administration use 50% of any positive budget variance from the latest audited financial statements as a revenue source for the next budget year. The other 50% of positive budget variance from the prior fiscal year could then be used as a funding source for capital items. Administration projects that approximately \$9.2 million of positive budget variance will be available from the 2015-16 fiscal year or about 1.5% of the budgeted amount. That would provide approximately \$4.6 million as a revenue source for the 2017-18 budget. With this assumption in place, early indications are that a tax increase may not be needed for the 2017–18 fiscal year even if the school district does not pay down \$30M worth of debt.
- Administration reviewed assumptions for expenditure growth over a five-year period.
- A strategic plan for technology is currently under development.
- Likewise, a feasibility study will be conducted of all school district facilities in an effort to develop priorities and estimated costs for building renovations.
- A discussion concerning prepayment of debt took place with consensus being to hold off on any debt prepayment until the results of the feasibility study are received and analyzed.
- A review of short term and long term capital funds took place with plans for funding short term capital (projects that usually take a year or less to complete) with \$12M for 2016-17 declining to \$10M by 2020-21.
- The long term capital fund is projected to accumulate between \$42M and \$50M over a five-year period for major construction projects.

- The Act 1 base index for 2017-18 will be 2.5% with an estimated retirement exception of .75%. This means CBSD could raise real estate taxes by a total of approximately 3.25% without a community referendum vote.

Request for Proposals (RFP) for Contracted Services – Administration shared that the contract for local audit services and the consultant contract for applying for federal e-rate reimbursement for IT equipment and communications should be renewed for the next fiscal year. The committee directed administration to develop RFP's for audit and e-rate services and recommended that the three best qualified audit firms be interviewed by the committee.

Spiers Assessment Appeal – The committee reviewed the appraisal conducted by Fulton Bank for the Spiers property. The committee also reviewed the negotiated assessed values proposed by the solicitor. The committee recommended that this item be discussed in a future executive session as it is a real estate item.

Director of Nutrition and Wellness – As a follow up to the prior month's discussion about creating a new position in response to state audit recommendations, administration shared with the committee that other school district's may be interested in sharing a position with CBSD. The committee authorized administration to discuss a shared position concept with other districts, but not to make any promises of a joint venture at this time.

Budget Transfers and Finance Items – Budget transfers are the movement of allocations between expense accounts within the General fund. The proposed transfers were recommended early on in the fiscal year to help set up the current year budget for where projected expenses are anticipated. This will also help administration more accurately develop the 2017-18 budget framework. The committee recommended this item be placed in the school board agenda for consideration.

Administration also review a new proposed monthly report that looks at the status of the current fiscal year budget and provides for comments to help indicate the types of expenses that occur within each expenditure category.

ADJOURNMENT

The meeting adjourned at 9:25p.m.

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

CENTRAL BUCKS SCHOOL DISTRICT
Finance Committee Minutes - REVISED
September 21, 2016

Committee Members Present

Paul Faulkner, Acting Chairperson
Beth Darcy, Member
Glenn Schloeffel, Member

Dave Matyas, Business Administrator
Susan Vincent, Director of Finance

Other Board Members and Administrators Present

John Gamble

Mr. Kopicki, Superintendent
Dr. Bolton, Assistant Elementary Superintendent
Dr. Davidheiser, Assistant Secondary Superintendent
Juliet Meehan, Purchasing Manager

Committee Members Absent

Jerel Wohl

The Finance Committee meeting was called to order at 7:40 p.m. by Paul Faulkner, Acting Chairperson

PUBLIC COMMENT

Mr. Simkins spoke to the committee about his interest to purchase 35 acres of district property at the intersection of Silo Hill Road and Stump Road in Plumstead Township.

Review of Minutes

The June 14, 2016 Finance Committee meeting minutes were accepted as presented.

INFORMATION/ DISCUSSION/ACTION ITEMS

Review of Finance Information Items – A review took place of the projected positive variances between the 2015-16 budget and actual spending noting that at this time the financials show a positive variance of 5.6M, 1.8% of the 2015-16 expenditure budget. A review of the local revenue accounts indicated a potential positive budget variance of \$4.3M, or 1.4% of the 2015-16 revenue budget. It was noted that while a \$9.9M total variance seems like a lot, however, given the size of the district budget and the actual percentage this variance is of the budget, 1.6%, it does support the conservative budget efforts in place.

Administration reviewed the status of the FY2015-16 June 30th year end expenditure budget as a reference point for determining proposed budget transfers needed to complete the year-end audit process.

For the 2016-17 fiscal year, some expense accounts were identified as being under review for potential budget transfers in October. Other expense accounts will be monitored for possible budget transfers later in the year. The October transfers are recommended at this early stage in the fiscal year to correct known mismatches between budgeted expenses and projected expenses during the year. By making these budget transfers in October, administration can then build the 2017-18 budget and future year forecasts using better information that is based on the best information available during FY 2016-17. The committee recommended these items be placed on the October agenda for consideration.

Offer to Purchase the District's 35 Acre Silo Hill Property – Mr. Simkins requested an opportunity to speak before the committee in an effort to purchase or lease the land for farming purposes. The Silo Hill property is located at the intersection of Silo Hill Road and Stump Road in Plumstead Township.

The district purchased the property as a potential site for a school in 1995 from the Archdiocese of Philadelphia for \$11,629 per acre. Several years after the purchase, Plumstead Township rezoned the area as preserved for agriculture. ~~Our solicitor feels the preserved designation could be reversed through court action.~~ The present value of the property purchased in 1995 with a 60% Consumer Price Index inflation factor is \$18,600. The committee directed administration to hire two separate appraisers to value the property and asked Mr. Simkins to hire an appraiser as well, which will provide necessary information for further discussion.

Review of Debt Defeasance Program – John Frye of Public Financial Management (PFM), the district's financial advisor, presented an overview of past construction debt prepayments the district made in 2013 and 2015 as well as the proposed \$30M construction debt prepayment. The \$30M debt prepayment would yield \$5,164,091 in interest savings plus the district would receive the present value of future PDE construction subsidies of \$485,338.

Beverage Vending Contract – The district's five-year beverage vending contract expired on June 30, 2016. Coca-Cola has had the contract for the past five years. They provide the district with vending machines in faculty areas, the stadiums, and in gym areas. These machines sell sports drinks and water. Coca-Cola also supplies drinks that are sold on the lunch serving lines [water, juices, ice tea, lemonades, etc.], and they supply products for resale at stadium concession stands.

The district prepared a Request for Proposal (RFP) for beverage vending, which took into consideration the new of federal Uniform Grant Guidelines, UGG. The district is trying to learn and apply some of the new federal requirements for developing RFP's during this process to help ensure a more complete and federal compliant specification.

The district sent vending proposals to four companies and received back two responses – Pepsi and Coke. After evaluating the responses compared to our specifications, the district is recommending a new five-year contract with Coke. Initially Pepsi looked like the winner based on a commission of 35% of sales compared to 25% for Coke. However, further evaluation showed the Pepsi proposal did not meet several specifications and also provided ambiguous information in their response, such as:

- Non-competitive products clause- includes any event or booster club sales.
 - The non-competitive products clause precludes the district from selling products from other suppliers such as Wawa. The specifications clearly indicated the district wants to continue to sell Wawa drinks as students like them, they are cheaper for students to purchase, and the district has a 60% commission rate on the products.
- Pepsi commissions would not be paid if minimums were not met (no detail as to minimums)
- Pepsi commissions would be subject to governmental fees (no detail as to what they are)
- Pepsi conflicting pricing increase information (both 3% and 3.5% are listed in proposal response)
- References listed were smaller than Central Bucks and only listed Athletic Director managed accounts not complete food service accounts.

Director of Nutrition and Wellness – Over the last several months, administration met twice with the state auditor for school district food service programs in an effort to gather more information about what will be expected during the next round of state and federal audits. Several of the changes are associated with the new federal Uniform Grant Guidelines (UGG) that school districts must implement. State auditors are recommending the district hire a person to oversee the food service program even though it is a contracted service. A draft job description for the new position and a list of duties with frequencies for how often they must be completed was reviewed with the committee. The committee indicated they would rather see this position as a part time position rather than full time. The committee directed administration to gather more information and to see if other school districts might be interested in paying for a shared position.

Student Photography – With a switch over in contractors for student pictures, there were some discrepancies between pricing that was to be carried over from the prior company. Some picture packages were priced higher and some lower than the prior contractor, so on balance the pricing is equivalent. For the 2017-18 school year it was agreed to adjust pricing by individual package to the pricing that should have been carried over from the prior contractor and to provide more information to parents on the process for ordering photo packages online using a credit card for purchases.

ADJOURNMENT

The meeting adjourned at 9:45p.m.

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

CENTRAL BUCKS SCHOOL DISTRICT
Operations Committee Minutes
October 19, 2016

Committee Members Present

Glenn Schloeffel, Chairperson
Scott Kennedy, Director of Operations

Other Board Members and Administrators Present

Sharon Collopy	John Kopicki
Paul Faulkner	Beth Darcy
Dave Matyas	Scott Davidheiser
David Bolton	

The meeting was called to order at 6:05 PM by Glenn Schloeffel.

PUBLIC COMMENT

Nancy Santacecilia spoke about the proposed improvements to the athletic facilities at CB West. She reminded the committee that she forwarded a list of suggestions to Scott Kennedy. Glenn Schloeffel stated that the Citizen's Advisory Committee would be reviewing suggestions for the athletic fields.

REVIEW OF MEETING MINUTES

The September 21, 2016 Operations Committee Meeting Minutes were reviewed. The committee agreed with the minutes as presented.

INFORMATION/DISCUSSION/ACTION ITEMS

Scott Kennedy distributed and reviewed the Operations Report.

Scott Kennedy and Mr. Kopicki reminded the committee that they had a copy of the draft agreement between CBSD and the American legion for improvements to the varsity baseball field at CB West. He suggested that this topic be placed on the November Operations Committee for further discussion.

Scott Kennedy reviewed the response to the RFP to conduct a traffic study for Lenape MS. Horner & Canter Associates submitted the lowest proposal. Beth Darcy suggested that pedestrian traffic from the hospital and doctor's parking lot should be considered during the study.

Scott Kennedy updated the committee on the RFP for Architectural Services for the Kutz ES bathroom project. Responses to the RFP are due on Thursday November 3, 2016.

Scott Kennedy updated the committee on the new freezer project for the Transportation Annex. Earlier this year, we began the process to install a large freezer at the Transportation annex. We designed the project, received approval from the Department of Agriculture and Plumstead Township. The large freezer is available on the State Contract cooperative purchasing agreement. We were hoping to complete the installation of the new freezer by obtaining quotes, but the cost exceeded \$20,000 – so we need to put the project out for public bids.

Mike O'Rourke of Godshall Kane O'Rourke Architects presented the design concepts and budget estimates for the War Memorial Field project. Discussion about a sidewalk to the student lot, concession stands, fencing, and project schedule

Scott Kennedy provided an update on air conditioning report. At the last Operations Committee meeting, the committee asked to see an option "B" for air conditioning the schools. On October 5th, we held a works session with Snyder Hoffmann Engineering to discuss options and costs. We've scheduled another works session for Thursday October 27th. We plan to present both options at the November Operations Committee meeting.

ADJOURNMENT

The meeting was adjourned at 6:55 p.m. Minutes prepared by Scott Kennedy, Director of Operations and Administrative Liaison



BUCKS COUNTY INTERMEDIATE UNIT # 22

CALL TO ORDER

The Bucks County Intermediate Unit Board of School Directors conducted its regularly scheduled meeting on Tuesday, September 20, 2016 at 7:00 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 which was led by Doreen McNamara's WOW students in the Haycock Elementary School, Quakertown Community School District.

ROLL CALL ATTENDANCE

Members

Mr. Michael Hartline, President (Centennial)
Mrs. Pamela Strange (Bensalem)
Mr. John D'Angelo (Bristol Borough)
Mrs. Helen Cini (Bristol Township)
Mr. John Gamble (Central Bucks) *Telephone*
Ms. Kyle McKessy (Council Rock)
Ms. Irene Boyle (Neshaminy)
Mrs. Sandra Weisbrot (New Hope/Solebury)
Mrs. Carol Clemens (Palisades)
Mrs. Alison Smith (Pennsbury)
Mr. Ronald Jackson (Quakertown)

ABSENT:

Members

Mrs. Ada Miller, Vice President (Pennridge)
Mrs. Wanda Kartal (Morrisville)

OFFICERS:

Executive Director

Dr. Mark Hoffman

Secretary

Mrs. Elizabeth Bittenmaster

Treasurer

Mrs. Paula Harland

PRESENTATION – Rebecca Malamis, Esq. made a presentation on the Bucks and Montgomery County Schools Health Care Consortium.

SPECIAL EDUCATION MINI REPORT – The mini report was provided on the BCIU #22 Lower Southampton Early Learning Center.

PROGRAMS & SERVICES MINI REPORT – The mini report was provided on the District Support Team Planning for 2016-2017.

PRESENTATION - Dr. Mark Hoffman made a presentation on the 2016-2017 Bucks County IU #22 Strategic Organizational Focus Areas and Goals.

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

PUBLIC PARTICIPATION – None

Upon a motion by Mr. John D'Angelo, seconded by Mrs. Sandra Weisbrot and passed unanimously by voice vote of eleven (11) Board Members, the Board approved Item #1:

VOTING OF 2017 PSBA OFFICERS AND INSURANCE TRUST TRUSTEES

The results of the majority votes were announced by the Board President.

Upon a motion by Mr. Ronald Jackson, seconded by Mr. John Gamble and passed unanimously by voice vote of eleven (11) Board Members, the Board approved Items #2-61:

APPROVAL OF MINUTES

Approved the Minutes from the July 19, 2016 Board Meeting. (Refer to Minutes in September 20, 2016 Board Agenda)

APPROVAL OF TREASURER'S REPORT

Approved the Treasurer's Report for the period of July 1, 2016 through August 31, 2016. (Refer to Report in September 20, 2016 Board Agenda)

APPROVAL OF BILLS FOR PAYMENT

Approved the Bills for Payment for the months of July 2016 and August 2016. (Refer to Reports in September 20, 2016 Board Agenda)

APPROVAL OF BUDGETS

Approved the following Budgets: (Refer to Report in September 20, 2016 Board Agenda)

- 2015-2016 Title II, Part A – Nonpublic for the period July 1, 2015 to June 30, 2016 in the amount of \$33,624;
- 2016-2017 School Improvement Support for Priority Schools for the period October 1, 2016 to September 30, 2017 in the amount of \$1,080,950; and

- 2016-2017 Act 30 Private Residential Rehabilitative Institution (PRRI) for the period July 1, 2016 to June 30, 2017 in the amount of \$1,781,774.

APPROVAL OF BUDGET REVISIONS

Approved the following Budget Revisions: (Refer to Report in September 20, 2016 Board Agenda)

- 2015-2016 Pennsylvania Institute for Instructional Coaching (PIIC) Grant for the period July 1, 2015 to June 30, 2016 in the amount of \$37,500;
- 2015-2016 State Early Intervention and Medical Access Early Intervention for the period July 1, 2015 to June 30, 2016 in the amount of \$19,187,079; and
- 2015-2016 Act 89 Nonpublic Schools for the period July 1, 2015 to June 30, 2016 in the amount of \$4,745,986.

APPROVAL OF AGREEMENTS AND PAYMENT RELEASE

Approved the 2016-2017 IDEA-B Sections 611 and 619 Use of Funds Agreements and Authorize the Release of Payments for the period of July 1, 2016 to June 30, 2017.

APPROVAL OF PROCUREMENT CARD USERS

Approved the Annual List of Individuals Authorized to Use Intermediate Unit Procurement Cards for the period September 1, 2016 through August 31, 2017. (Refer to List in September 20, 2016 Board Agenda)

APPROVAL OF SETTLEMENT AGREEMENT AND RELEASE

Approved the Executive Director to Execute the Settlement Agreement and Release with the Commonwealth of Pennsylvania through the Department of Education in the amount of \$80,400 for the period July 1, 2015 through June 30, 2016.

APPROVAL OF 2016-2017 FOCUS AREAS AND GOALS

Approved the 2016-2017 Bucks County Intermediate Unit #22 Strategic Organizational Focus Areas and Goals for the Executive Director. (Refer to Report in September 20, 2016 Board Agenda)

APPROVAL OF CONTRACTS AND PURCHASES

Approved the following Contracts and Purchases for the month of September 2016 in the total amount of \$106,551.39:

CONTRACTS & AMENDMENTS	DESCRIPTION	BUDGET	AMOUNT
Anzio Academics, Inc.	Presenter Agreement for Eight (8) Online CPE Courses in the Fall 2016	Local In-Service	\$18,400.00

Michael Bielawski	Presenter Agreement for Three (3) Online CPE Courses in the Fall 2016	Local In-Service	7,200.00
Rhonda Bielawski	Presenter Agreement for Two (2) Online CPE Courses in the Fall 2016	Local In-Service	4,800.00
Cindy Kruse Consulting, LLC	Presenter Agreement for Opening Day Workshop	IDEA	800.00
Ashleigh James	Presenter Agreement for Two (2) Online CPE Courses in the Fall 2016	Local In-Service	9,600.00
Dr. Kim Shienbaum, (dba: International Teaching Consortium)	Presenter Agreement for Three (3) Online CPE Courses in the Fall 2016	Local In-Service	5,600.00

CONTRACTS & AMENDMENTS	DESCRIPTION	BUDGET	AMOUNT
Josh Stein	Presenter Agreement for Five (5) Online CPE Courses in the Fall 2016	Local In-Service	12,000.00
Sub-Total:			<u>\$58,400.00</u>

CONTRACT RENEWALS	DESCRIPTION	BUDGET	AMOUNT
Blackboard, Inc.	Blackboard Moodlerooms Joule, October 11, 2016 to June 30, 2017	Technology Services	\$7,490.10
Devolutions, Inc.	Site License for Remote Desktop Manager, December 1, 2016 - November 30, 2017	Technology Services	1,249.99

Dynamic Network Services, Inc. (DYN)	Hostnames, Domains, QPS & Resource Records, October 6, 2016 - October 5, 2017	Technology Services	8,400.00
ePlus Technology	Battery Backup in Server Room, October 27, 2016 to October 26, 2017	Technology Services	9,722.15
ePlus Technology	Energize for Barracuda Message Archiver, Updates & Instant Replacement, November 9, 2016 - November 8, 2017	Technology Services	12,739.15
L-Soft Sweden AB	ListServ Maintenance & Support Software, October 25, 2016 - October 24, 2017	Technology Services	2,800.00
Leader Services	IEP Writer License & PIMS Child Accounting License for 2016-2017	School Age Special Ed	5,750.00
Sub-Total:			<u>\$48,151.39</u>
Grand Total:			<u>\$106,551.39</u>

APPROVAL OF AGREEMENT

Approved the Special Education Service Agreement with Edison Court, Inc. for the period July 1, 2016 through June 30, 2017 for an estimated revenue amount of \$40,000. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with Joseph H. Werner, M.D. for Consulting/Project Access Services for the period July 1, 2016 through June 30, 2017 at a rate of \$175 per hour. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENTS

Approved the Early Childhood Private Provider Service Agreements for the period July 1, 2016 through June 30, 2017 for a total amount of \$88,855. (Refer to Agreements in September 20, 2016 Board Agenda)

APPROVAL OF ADDENDUM TO AGREEMENTS

Approved the Addendum to the Amendment B Agreement with KenCrest Services for the Purchase of Head Start Services and Addendum to Early Childhood Provider Service Agreement with KenCrest Services for the period July 1, 2016 through September 30, 2016 for a total amount of \$37,253.84. (Refer to Addendums to Agreements in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Private Provider Agreement with Delta-T Group, Inc. for Instructional Assistant Staffing for the period July 1, 2016 through June 30, 2017 for an estimated amount of \$80,640. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Extended School Year Service Agreement with Southern Lehigh School District for the period July 5, 2016 through August 4, 2016 for a revenue amount of \$3,016. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Extended School Year Service Agreement with School Lane Charter School for the period July 5, 2016 through August 4, 2016 for a revenue amount of \$3,900. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with Pennsylvania School for the Deaf to provide Psychologist Consulting Services for the period July 25, 2016 through June 30, 2017 at a rate of \$125 per hour. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENTS

Approved the Agreements with Bristol Borough and Morrisville School Districts and Bucks County Technical High School for 21st Century Community Learning Evaluation Services for the period January 1, 2016 through December 31, 2018 for a total revenue amount of \$180,000. (Refer to Agreements in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with Dr. Glenn Zehner, Lead Academic Recovery Liaison, to provide Consulting Services for the period October 1, 2016 through September 30, 2017 for an amount not to exceed \$126,000. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENTS

Approved the Agreements with Academic Recovery Liaisons to provide Consulting Services for the period October 1, 2016 through September 30, 2017 for a total amount not to exceed \$684,000. (Refer to Agreements in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with State Focus School Coordinator, Dr. Dominic Cavallaro, to provide Consulting Services for the period October 1, 2016 through September 30, 2017 for an amount not to exceed \$80,000. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with Robert G. Holbrook, Ed.D. to provide Consulting Services to Priority Schools and Academic Recovery Liaisons for the period October 1, 2016 through September 30, 2017 for an amount not to exceed \$10,000. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with Sweeney Consulting, LLC to provide Consulting Services for the period July 1, 2016 through November 30, 2016 for an amount not to exceed \$17,500. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with Alice E. LaPier to provide Consulting Services for the period October 1, 2016 through September 30, 2017 for an amount of \$14,368. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with Generation Ready, Inc. for an Internal Coherence Framework Presentation for the period October 11, 2016 through October 30, 2016 at no cost. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with Ombudsman Educational Services, Ltd. for Special Education Itinerant Consultant(s) Services for the period September 20, 2016 through June 30, 2017 for a revenue amount of \$647.37 for one full day session, \$323.69 for one morning session, and \$323.69 for one afternoon session. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with Adams Coaching Associates, LLC to provide Coach Mentor Services

for the period July 1, 2016 through June 30, 2017 for an amount not to exceed \$28,000 and travel reimbursement not to exceed \$1,500. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with Capital Area Intermediate Unit to provide Coach Mentor Services in support of the PIIC program for the period July 1, 2016 through June 30, 2017 for a revenue amount of \$500 per day, not to exceed 70 days total, and \$1,500 total for travel expense reimbursement. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Final Lease Agreement with Neshaminy School District for Lower Southampton Elementary School for the period August 1, 2016 through June 30, 2023 for an amount totaling \$1,704,014 (with Year 1 Annual Rent to be prorated for eleven months). (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENTS

Approved the Agreement with Canon Business Solutions Inc. for a Maintenance and Supply Inclusive Program and Lease Agreement with Canon Financial Services for Copiers and Uniflow for a five-year term from October 1, 2016 to September 30, 2021 for an annual estimated cost for the Maintenance and Supply Inclusive Program of \$38,420 for color copies and \$18,480 for black and white copies; and an annual cost of \$78,535.80 for the Lease Agreement for the Copiers. (Refer to Agreements in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with D'Huy Engineering, Inc. for Pre-Design Engineering Services for Lower Southampton Elementary School Heating, Ventilating and Air Conditioning (HVAC) for fall 2016 in the amount of \$12,000 pending legal counsel and solicitor review by both parties; and Approval of the Agreement with D'Huy Engineering, Inc. for Pre-Design Engineering Services for Lower Southampton Elementary School Parking Lots for fall 2016 in the amount of \$4,500 pending legal counsel and solicitor review by both parties. (Refer to Agreements in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENTS

Approved the Lease Agreement with Quakertown Christian School for classroom space to house the displaced Early Childhood Services Programs from Haycock Elementary School for the period October 1, 2016 through June 30, 2017 at a cost of \$23,850 for Rent and Utilities, pending legal counsel and solicitor review by both parties; and Approved the Relocation of Early Childhood Services Programs from Haycock Elementary School to Quakertown Christian School for the period October 1, 2016 through June 30, 2017 at a cost of \$8,000 for Technology, Moving and Setup Fees. (Refer to Agreements in September 20, 2016 Board Agenda)

APPROVAL OF ACT 93 AGREEMENT MEET AND DISCUSS

Approved the Executive Director, on behalf of the BCIU Board of School Directors, and any non-Act 93 administrative designee(s) appointed by the Executive Director, to begin conversations with representatives of BCIU's Act 93 group with the goal of making a recommendation to the Board for a new Act 93 Compensation Plan Agreement no later than Spring 2017 for the period September 20, 2016 and Ongoing as need.

APPROVAL OF ADDENDUM TO AGREEMENT

Approved the Addendum to the May 6, 2016 Agreement with the Pennridge School District to extend that agreement through June 30, 2017 allowing the BCIU to provide the District with a Subject Area Supervisor at the invoice rate of \$614.94 per day. (Refer to Addendum to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF POLICY READING

Approved the First Reading of Updated Policy 249 – Bullying/Cyberbullying

APPROVAL OF HEAD START/EARLY HEAD START INFORMATION/ACTION ITEMS

Approved the Information/Action Items of the Head Start/Early Head Start Policy Council as presented at the Head Start/Early Head Start Policy Council meeting held on September 13, 2016. (Refer to Report in September 20, 2016 Board Agenda)

APPROVAL OF HUMAN RESOURCES ITEMS

Approved the Human Resources Items (A through H) for September 2016. Informational Item: Memorandum of Understanding Between the BCIU Education Association and BCIU regarding the List of Approved Schools Found in Appendix C of the Collective Bargaining Agreement. (Refer to Report in September 20, 2016 Board Agenda)

AUGUST 2016 BOARD MATERIALS

APPROVAL OF BILLS FOR PAYMENT

Approved the July 2016 Bills for Payment. (Refer to Report in September 20, 2016 Board Agenda)

APPROVAL OF BUDGET

Approved the following Budget: (Refer to Report in September 20, 2016 Board Agenda)

- 2016-2017 National Endowment for the Arts for the period of July 1, 2016 to June 30, 2017 in the amount of \$15,000.

APPROVAL OF AGREEMENT

Approved the GASB 45/75 Valuation and Related Services Agreement with Pennsylvania Trust for fiscal years ending June 30, 2017 and 2018 in an amount not to exceed \$8,300 and for fiscal years ending June 30, 2019 and 2020 in an amount not to exceed \$8,300. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF CONTRACTS AND PURCHASES

Approved the following Contracts and Purchases for August 2016 in the total amount of \$175,926.50:

CONTRACTS & AMENDMENTS	DESCRIPTION	BUDGET	AMOUNT
Access Lock Technologies, Inc.	Solitary Room Maglock System	Facilities - Samuel Everitt	\$2,735.00
Access Lock Technologies, Inc.	Camera System	Administration General Building Renovations	17,910.00
All Bright Cleaning, Inc.	Janitorial Services for 2016-2017	Facilities - Lower Southampton	77,120.00
Sandra Cislo	Presenter Workshop Agreement for Three (3) PDE New Federal Programs Coordinators Trainings During 2016-2017 School Year	Title I	2,100.00
Community Conservatory of Music	Consultant Agreement for an Education Program During the 2016-2017 School Year	Title I	8,112.00

CONTRACTS & AMENDMENTS	DESCRIPTION	BUDGET	AMOUNT
The Hotel Hershey	Bucks County Superintendents' Retreat to be held March 15 through March 17, 2017	Administrative Services	12,388.00
Sheryl Miller Hosey	Workshop Agreement for New Teacher Induction on August 18, 2016	Local In-Service	85.00

Steven Marrone	Presenter Workshop Agreement for Three (3) PDE New Federal Program Coordinators Trainings During 2016-2017 School Year	Title I	3,000.00
Andrea Rogers	Presenter Workshop Agreement for Kids' MusicRound Activities for 2016-2017 for Hearing Support Program	Hearing Donations	375.00
Sungard Public Sector	eFinancePlus Upgrade with Custom Projects and Training	Finance	1,842.50
			0.00
		Sub-Total:	<u>\$125,667.50</u>

CONTRACT RENEWALS	DESCRIPTION	BUDGET	AMOUNT
Emilie United Methodist Church	Additional Room and Wi-Fi Expenses for 2016-2017	Early Intervention	\$6,276.00
ePlus Technologies, Inc.	Sophos ACAD End User Protection, August 5, 2016 - August 4, 2019	Technology Services	24,321.00
ePlus Technologies, Inc.	WMWare AE Productions Support Renewal from August 14, 2016 to August 13, 2017	Technology Services	646.00
		Sub-Total:	<u>\$31,243.00</u>

PURCHASES	DESCRIPTION	BUDGET	AMOUNT
Newtown Office Supply	Furniture for the Audiology Suite located at 705 N. Shady Retreat Road, Doylestown, PA 18901	Audiology	\$6,538.00
Rifton Equipment	MDS Equipment for New Classroom at Strayer Middle School	School Age Special Education	5,853.00
Sungard Public Sector	Expanded SaaS Access Including Dedicated SQL Server	Technology Services	6,625.00
		Sub-Total:	<u>\$19,016.00</u>
		Grand Total:	<u>\$175,926.50</u>

APPROVAL OF AMENDMENTS TO AGREEMENTS

Approved the Amendments to Renew the Special Education Services Agreements with the School District of Philadelphia, pending solicitor approval, for the period July 1, 2016 through June 30, 2017 for a total estimated revenue amount of \$395,723. (Refer to Amendments to Agreements in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Special Education Service Agreement with Boonton Township for the period July 1, 2016 through June 30, 2017 for a total revenue amount of \$2,072. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Educational Services Contract Agreement with the State of New Jersey, Department of Children and Families, pending solicitor's review and approval, for the period August 1, 2015 through June 30, 2016 for a total revenue amount of \$139,554.94. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Special Education Service Agreements with St. Katharine Drexel School for the period July 1, 2016 through June 30, 2017 for a total revenue amount of \$101,855. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENTS

Approved the Special Education Service Provider Agreements with Alternative Communications Services, LLC, Lehigh Valley Center for Independent Living – Sign Language Interpreter Referral Service, and Deaf-Hearing Communication Centre, Inc. for the period July 1, 2016 through June 30, 2017 for a total amount of \$111,000. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENTS

Approved the Agreement with Discovery Education, Inc. to purchase and resell Video-on-Demand Services for the period from July 1, 2016 through June 30, 2017 at a rate of \$1.28 per student, and Approved to enter into Agreements with Local Education Agencies to provide Discovery Education Streaming at a cost of \$1.38 per student in Bucks County public schools and \$2.18 per student in non-public schools, private schools, and/or other educational institutions as well as to provide related training for fee as requested by the district. (Refer to Agreements in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with Land of Children to provide Observations and Evaluations for the period from September 1, 2016 through June 30, 2017 for revenue in the amount of \$800 per Level I Teacher

Evaluation, \$600 per Level II Teacher Evaluation and \$200 for Half Day visit for Additional Support for Level I Teachers. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with Morrisville YMCA to provide Observations and Evaluations for the period from September 1, 2016 through June 30, 2017 for revenue in the amount of \$800 per Level I Teacher Evaluation, \$600 per Level II Teacher Evaluation and \$200 for Half Day visit for Additional Support for Level I Teachers (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with United Way of Bucks County to provide Observations and Evaluations for the period from September 1, 2016 through June 30, 2017 for revenue in the amount of \$800 per Level I Teacher Evaluation, \$600 per Level II Teacher Evaluation and \$200 for Half Day visit for Additional Support for Level I Teachers (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with LifeSpan School and Day Care to provide Observations and Evaluations for the period from September 1, 2016 through June 30, 2017 for revenue in the amount of \$800 per Level I Teacher Evaluation, \$600 per Level II Teacher Evaluation and \$200 for Half Day visit for Additional Support for Level I Teachers (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with Children of America to provide Observations and Evaluations for the period from September 1, 2016 through June 30, 2017 for revenue in the amount of \$800 per Level I Teacher Evaluation, \$600 per Level II Teacher Evaluation and \$200 for Half Day visit for Additional Support for Level I Teachers (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with Lower Moreland School District for Ombudsman Services for the 2016-2017 school year with two (2) one-year renewal options for 2017-2018 and 2018-2019, if agreed upon by both parties, for an amount of \$10,353 per student slot for 2016-2017; \$10,561 per student slot for 2017-2018; and \$10,772 per student slot for 2018-2019. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF CONTRACTS

Approved the Contracts to Purchase Meals from Schools (PDE-3086) for Head Start Centers in Bucks County for the period of August 29, 2016 through June 30, 2017 for a total estimated amount of \$287,316; and Approved to enter into, or modify existing, Contracts to Purchase Meals from Schools (PDE-3086) for Head Start Centers throughout the year as contracts are received from school districts, Head Start site locations change or enrollment shifts, pending review by legal counsel. All new and/or

modified contracts will be presented to the Intermediate Unit Board for ratification at the next regularly scheduled Intermediate Unit Board Meeting. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF SERVICE PROVIDERS FOR 403(B) PLAN

Approved the Service Providers for the Intermediate Unit's 403(b) Plan and Reauthorized the Intermediate Unit Business Administrator (Director of Business Services) to act on the Board's behalf with respect to this plan, effective August 16, 2016 and each year thereafter.

APPROVAL OF AGREEMENTS

Approved the Agreements with The Council of South East Pennsylvania and REGNA Services, LLC to continue the educational programming at the Bucks County Youth Center for the Title I Part D Programs for the period July 1, 2016 through June 30, 2017 for a total amount not to exceed \$43,682. (Refer to Agreements in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved the Agreement with Catapult Learning, LLC to provide auxiliary services to students in nonpublic schools for the period July 1, 2016 through June 30, 2017 for a total amount not to exceed \$2,993,247.20. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF AGREEMENT

Approved to renew the Agreement with The Warwick House, Inc. to sublease classroom space and utilize four (4) Milieu Counselors for the period September 1, 2016 through August 31, 2019 for an estimated annual cost of \$313,024.90 for 2016-2017, \$314,404.30 for 2017-2018 and \$315,825.50 for 2018-2019. (Refer to Agreement in September 20, 2016 Board Agenda)

APPROVAL OF BIDS

Approved to Award the Ultra Low Sulphur Heating Fuel and Generator Fuel Bid and the Unleaded Gasoline and Ultra Low Sulphur Diesel B-2 Bid for the period of July 1, 2017 through June 30, 2018.

APPROVAL OF AGREEMENT

Approved the Consultant Agreement with Lori M. Borman to provide Child Development Associate (CDA) Training and Field Advisor Services for the Head Start Program for the period August 17, 2016 through June 30, 2017 for an amount not to exceed \$2,325. (Refer to Agreement in September 20, 2016 Board Agenda)

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

OLD BUSINESS – Mr. Michael Hartline clarified for the Board Members that the future annual evaluation process for the Executive Director's performance will address every item on the new Evaluation Form with emphasis on certain subcategories.

NEW BUSINESS – Mr. Michael Hartline requested a Board member to volunteer as this year's PSBA Voting Delegate for the Legislative Policy meeting on Saturday, October 15, 2016. Mr. John D'Angelo nominated Mrs. Alison Smith, seconded by Mrs. Sandra Weisbrot, and passed unanimously by voice vote of ten (10) Board Members.

PUBLIC PARTICIPATION - None

ADJOURNMENT

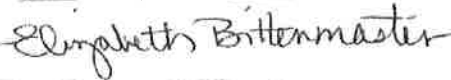
Upon a motion by Mrs. Sandra Weisbrot, seconded by Mrs. Pam Strange, and passed unanimously by voice vote of eleven (11) Board Members, the Board agreed to adjourn the meeting.

The meeting adjourned at 8:35 PM.

NEXT MEETING

The next regularly scheduled meeting of the Bucks County Intermediate Unit #22 Board of School Directors is: **Tuesday, October 18, 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

MIDDLE BUCKS INSTITUTE OF TECHNOLOGY
EXECUTIVE COUNCIL MINUTES
September 12, 2016

- I. The regular meeting of the MBIT Executive Council was convened on Monday, September 12, 2016 at 5:31 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.

Council Members

Mr. John Capriotti, New-Hope Solebury S.D.
Mrs. Beth Darcy, Central Bucks S.D.
Ms. Kati Driban, Centennial S.D.
Dr. Bill Foster, Council Rock S.D.
Mr. Charles Kleinschmidt, Centennial S.D.
Mr. Mark B. Miller, Centennial S.D. (Arrived at 5:45 PM)
Mrs. Karen Smith, Central Bucks S.D.
Mrs. Wendi Thomas, Council Rock S.D.

Absent

Mr. John Gamble, Central Bucks S.D.

Others in Attendance:

Dr. David E. Baugh, Superintendent, Centennial School District
Mrs. Denise Dohoney, Assistant Director
Mr. Jeffrey Garton, Esq., School Solicitor
Mr. Richard Hansen, Facility Supervisor
Mrs. Roberta Jackiewicz, Assistant Board Secretary
Mr. Vincent Loiacono, Director of Facility Operations
Mrs. Stacy Pakula, Career and Technical Education Supervisor
Mrs. Kathryn Strouse, Administrative Director
Mr. Robert Vining, Business Manager

- II. Guests at the meeting were Ms. Deborah Nagy, Supervisor of Speech, Bucks County Intermediate Unit #22 and Ms. Nicole Snyder, Group Leader/Manager – Toddler Program, Lil Bucks Partners in Learning.
- III. Dr. Foster reported that our teachers and 10-month staff returned from their summer break on August 24 for two days of in-service followed by a classroom prep day. The official school year kicked off on August 30 when Middle Bucks welcomed 790 students. Teachers have been busy conducting orientation, explaining the safety rules and helping the students find their way around the school. A welcome back assembly and a SkillsUSA presentation was held on September 1.

Dr. Foster concluded by saying that our student-built house was moved to its permanent location in Point Pleasant, Pennsylvania on September 7. Students from our carpentry, electrical and plumbing programs watched intently as the four sections of the house were loaded onto four flatbed trucks using a large crane.

- IV. Ms. Driban said she was very excited that the student built house went quickly and she is glad that we moved this project to a two year rotation and that it hasn't had an impact on the students.

Dr. Foster mentioned that Middle Bucks staff and students representing various programs conducted a presentation about Middle Bucks at the Council Rock School Board Academic Standards Sub Committee meeting. He said it was a really tremendously wonderful presentation, which lead to a robust discussion at Council Rock about what we can think about doing to make it clearer to our community what the opportunities are at Middle Bucks. He thanked all of the participants and said it was effective and well done.

Mrs. Thomas added that it was well done on all fronts and everyone helped present. She said she would highly recommended it to the other districts if they had the opportunity.

Dr. Foster added that the meeting has been taped, voices only, and is available on YouTube.

Mr. Miller arrived at 5:45 PM.

There was an Executive Session held regarding Personnel matters.

- V. Ms. Driban moved, Mrs. Darcy seconded, **passed** unanimously, to approve the minutes of the August 8, 2016 meeting. Attachment 1 (pg. 7)

VI. Routine Business:

A. Administrative Report

1. Mrs. Dohoney gave an overview of new teacher orientation for our new School Counselor and Medical and Health Professions teacher. She shared information about staff in-service activities, which included training on mandated reporting, QPR Suicide Awareness and Prevention and the Chapter 339 review. The staff also completed online training for Hazardous Communications, Bloodborne Pathogens, and Anaphylaxis and Anaphylactic Shock.
2. Mrs. Pakula shared pictures from the first day of school and noted that the students reviewed the Student Handbook and Parent Guide and attended a welcome back assembly. The students were reminded that at Middle Bucks we are a family and strive to promote a culture of tolerance, inclusion and an environment where everyone feels safe. We believe all students to be deserving of respect and capable of giving respect to peers, teachers and staff. Mrs. Pakula concluded by saying it's been a great start to the school year.
3. Mrs. Strouse reviewed the goals and objectives for the 2016/17 school year. The first goal is to finalize the Pennsylvania Department of Education Comprehensive Plan. A goal of the Comprehensive Plan is to enhance student achievement. To achieve this, our Steering Committee developed the goal to enhance communication with the sending districts. We will accomplish that

by implementing an electronic student application process and implementing video conference to support participation in IEP meetings held at the sending school districts. Another goal of the Comprehensive Plan is to establish a system that fully ensures students who are academically at risk are supported. This goal will be accomplished by ensuring equitable student access to high quality career and technical programs, increasing opportunities for students to earn industry recognized certifications, establishing a system for conducting program review, evaluation and revision to ensure CTE programs are rigorous and reflect labor market needs, and by increasing the use of formative assessments to meet students' needs, track student instruction with the PDE Program of Study and provide teachers with opportunities to focus on effective teaching and engaging learners.

Mrs. Strouse shared other school-wide goals, which include to complete the Pennsylvania Department of Education 339 Audit, to implement an Act 71 Suicide Prevention program in accordance with the Pennsylvania Department of Education mandate, train all staff on Act 126 Mandated Reporter, participate in the Pennsylvania Department of Education sponsored Technical Assistance Program (TAP), and to develop clinical articulation agreements for the Sports Therapy and Exercise Management program.

Another school-wide goal is to market MBIT to secondary and adult students, which will be accomplished by developing strategies for increasing awareness of nontraditional career pathways, targeting marketing strategies to programs with a 3-year trend of declining enrollment, establishing a student focus group to determine perceived barriers to attending MBIT and to increase awareness of adult educational opportunities.

Additional goals include to create a new School Counselor office, repair the Collision Repair and HVAC lab floors, install additional lighting in the back parking lot, demolish the farmhouse, upgrade landscaping at the front entrance and upgrade the landscaping at the Deer Run entrance.

Discussion included that each district has different ways to communicate with Middle Bucks, Middle Bucks does not have a Parent-Teacher Organization (PTO) and most of the high schools don't either. There was a suggestion to have Student Liaisons. It was noted that Council Rock has a PTO President that works simultaneously with the Middle School and High School and it would be good to reach out to them, so they can learn about Middle Bucks. It was also shared that at the Council Rock presentation discussion, there was a lot of interest that the students have a meaningful future and that the programs are working to get them to places that are good for them, which aligns with the Middle Bucks goals. There was also a comment that the Executive Council can provide more resourcing to make these goals happen more robustly and the goals are good and deserve support.

- B. Ms. Driban moved, Mrs. Darcy seconded, **passed** unanimously, to receive and file MBIT's update including activities/events, correspondence and related matters as per Attachment 3 (pg. 19)
- C. Committee Reports
1. Dr. David E. Baugh, Chairperson of the Professional Advisory Council and Superintendent of Record shared that the Centennial administrators had a part of their leadership retreat at Middle Bucks this summer and he thanked Mrs. Strouse and her team. He noted that not every administrator in Centennial was intimately familiar with the school, however, they are now because Mrs. Strouse gave them a great tour. Dr. Baugh said he thinks it is very important to articulate what a great educational opportunity Middle Bucks is from elementary all the way through the high school and he thanked Mrs. Strouse for the wonderful learning opportunity. Dr. Baugh concluded by saying that the four Superintendents met with Mrs. Strouse on September 6 and the meeting minutes are in the packet. Dr. Baugh added that they had a robust discussion mostly around snow days. Attachment 4 (pg. 20)
 2. The Finance Committee meeting scheduled on Tuesday, September 6, 2016 at 4:30 PM was cancelled. – Mr. Charles Kleinschmidt, Chairperson Attachment 5 (pg. 21)
 3. The Building, Security and Technology Committee meeting scheduled on Tuesday, September 6, 2016 at 5:15 PM was cancelled. – Mr. John Capriotti, Chairperson Attachment 6 (pg. 22)
 4. The Program, Policy and Personnel Committee scheduled on Tuesday, September 6, 2016 at 6:00 PM was cancelled. – Mr. John Gamble, Chairperson Attachment 7 (pg. 23)
- D. Ms. Driban moved, Mrs. Thomas seconded, **passed** unanimously, to approve the Cash Payments Report for August. Attachment 8 (pg. 24)
- E. Ms. Driban moved, Mrs. Thomas seconded, **passed** unanimously, to approve the Treasurer's Report for July. Attachment 9 (pg. 38)

VII. Current Agenda Items

A. Personnel Items

1. Ms. Driban moved, Mrs. Smith seconded, **passed** unanimously, to ratify the part-time employment of Nicoleta Cava, student in the Early Childhood Care and Education Program, to work in a co-op position as an Aide for Li'l Bucks Partners in Learning, at a rate of \$9.00/hour, effective August 30, 2016.

2. Ms. Driban moved, Mrs. Smith seconded, **passed** unanimously, to ratify the reassignment as needed of Courtney Weidner, part-time Aide, to full-time Substitute Assistant Group Leader, Li'l Bucks Partners in Learning, at a rate of \$10.00/hour, with benefits, effective from August 31, 2016 to December 16, 2016 or until the return of our staff member.
3. Ms. Driban moved, Mrs. Smith seconded, **passed** unanimously, to remove the Construction Carpentry program from probationary status for the 2016-17 school year, due to an increase in enrollment.
4. Ms. Driban moved, Mrs. Smith seconded, **passed** unanimously, to approve employment of the additional fall 2016 Adult Education Evening School staff. Attachment 10 (pg. 53)
5. Ms. Driban moved, Mrs. Smith seconded, **passed** unanimously, to approve the Occupational Advisory Committee Members (OAC) for the 2016/17 school year. Attachment 11 (pg. 54)
6. Ms. Driban moved, Mrs. Smith seconded, **passed** unanimously, to approve the additions to the substitute staff listing for the 2016-2017 school year. Attachment 12 (pg. 65)

B. Policies

1. Ms. Driban moved, Mr. Miller seconded, **passed** unanimously, to accept for adoption revised Board Policy No. 815, Acceptable Use of Electronic Resources, in the Operations Section. Attachment 13 (pg. 66)

There was a question regarding the need to state in the policy that we can't enforce access to school blocked websites via a personal devices using 3G/4G/Mobile broadband. It was noted that although we can't block access, we can enforce the policy and it would become a discipline issue. Mr. Garton said it was acceptable to have that language in the policy.

2. Ms. Driban moved, Mr. Miller seconded, **passed** unanimously, to accept for adoption new Board Policy No. 823, Naloxone, in the Operations Section. Attachment 14 (pg. 75) and Attachment A

C. Other Matters for Consideration

1. Ms. Driban moved, Mrs. Thomas seconded, **passed** unanimously, to ratify the Master Training Contract between the Bucks County Workforce Development Board and Middle Bucks Institute of Technology. Attachment 15 (pg. 79)
2. Ms. Driban moved, Mrs. Thomas seconded, **passed** unanimously, to ratify the provider agreement between the Commonwealth of Pennsylvania Office of Vocational Rehabilitation and Middle Bucks Institute of Technology. Attachment 16 (pg. 101)

3. Ms. Driban moved, Mrs. Thomas seconded, **passed** unanimously, to approve the 2017 – 2020 Middle Bucks Institute of Technology Comprehensive Plan. Attachment 17 (pg. 103)
4. Mr. Miller moved, Mrs. Smith seconded, **passed** on a roll call vote of five (5) ayes (Mrs. Darcy, Dr. Foster, Mr. Miller, Mrs. Smith and Mrs. Thomas), two (2) nays (Ms. Driban and Mr. Kleinschmidt). and one (1) abstention (Mr. Capriotti), to adopt the Pennsylvania School Board Association Principles for Governance and Leadership. Attachment 18 (pg. 142)

There was a lengthy discussion about the language, intent, purpose, enforcement and development of the Principals for Governance and Leadership. Mr. Garton noted that it's nothing more than a public statement and there are no enforceability provisions.

5. Ms. Driban moved, Mrs. Thomas seconded, **passed** unanimously, to receive and file the 2016/17 Administrative Goals and Objectives. Attachment 2 (pg. 15)
- VIII. Ms. Driban moved, Mrs. Smith seconded, **passed** unanimously, to adjourn the September 12, 2016 meeting of the MBIT Executive Council at 6:48 PM.

Respectfully submitted,

Kati Driban
Secretary

Roberta Jackiewicz
Assistant Secretary



DEPARTMENT OF HUMAN RESOURCES

MEMORANDUM

TO: Board of School Directors
FROM: Andrea L. DiDio Hauber, Director of Human Resources
CC: John Kopicki, Superintendent
DATE: November 1, 2016
RE: Updated Auxiliary Pay Rate Sheet 2016-2017

This memorandum is to request the addition of a position to the auxiliary pay sheet for the 2016-2017 school year. The position is:

Substitute Transportation Aide \$13.50 per hour

This position has not been listed as a substitute position in the past. This is a position that is often filled by an "on call" driver at the "on call" driver rate of \$20.35, which is significantly higher. We would like to add this position and advertise that we are hiring for Substitute Transportation Aides. We believe we will have a positive response and be able to compensate at a more appropriate rate and allow the "on call" drivers to cover driver shifts when needed.

Request is seeking approval of the position on Substitute Transportation Aide at a rate of \$13.50 per hour.

Recommended Substitute/Auxiliary Activity Pay Rates

<u>Position</u>	<u>2015-2016 Rates</u> (Effective July 1, 2015) (Rates based on 7.67 hours per day)	<u>2016-2017 Rates</u> (Effective July 1, 2016) (Rates based on 7.67 hours per day)
Substitute Teacher	\$95/day—Days 1-39 \$100/day—Mondays and Fridays \$110/day—Days 40+	\$95/day—Days 1-39 \$100/day—Mondays and Fridays \$110/day—Days 40+
Long Term Per Diem Substitute Teacher	\$150/day—Continuous	\$150/day—Continuous
Substitute Nurse	\$105/day	\$110/day
Substitute Educational Assistant	\$10.50/hour	\$10.50/hour
Substitute Secretary	\$10.50/hour	\$10.50/hour
Substitute Bus Driver	\$20.35/hour	\$20.35/hour
Substitute Transportation Aide		\$13.50/hour
Substitute Van Driver	\$13.45/hour	\$13.45/hour
Homebound/Tutorial Instructor	\$30.00/hour	\$30.00/hour
Homebound Instructor/ESY Tutor	\$32.00/hour	\$32.00/hour
Summer IT/Cleaning Crew	\$10.10/\$10.50/hour	\$10.10/\$10.50/hour
Substitute Custodian	\$14.00/hour	\$14.00/hour
Summer Video Assistant	\$10.10/hour	\$10.10/hour
Summer ESY Head Teacher		\$36.00/hour
Summer ESY Instructor—for special needs children	\$32.00/hour	\$32.64/hour
Summer ESY Instructional Assistant	\$13.87/hour	\$14.43 (Support Contract rate for EAs)
Summer ESY Staff Nurse	\$19.26/hour	\$22.00/hour
COMMUNITY SCHOOL PROGRAMS	<i>These positions/expenses paid by user fees</i>	
<u>School Age Childcare</u>		
Group Supervisor	\$24.00/hour	\$24.48/hour
Instructor	\$17.30/\$20.25/hour	\$17.65 / \$20.66/hour
Child Care Educational Assistant	\$13.87 (support contract rate for educational assistants)	\$14.43 (support contract rate for educational assistants)
<u>Aquatics</u>		
Aquatics Coordinators	\$18.28/\$25.40/hour	\$18.65/\$25.91/hour
USS Head Coach	\$20.60/\$28.00/hour	\$21.05/\$28.56/hour
SAL Head Coach	\$16.00/\$17.00/hour	\$16.00/\$17.00/hour
SAL Assistant Coach	\$13.90/\$14.90/hour	\$13.90/\$14.90/hour
Student Coach/Lifeguard	\$8.90/hour	\$8.90/hour
Student Lesson Instructors/Swimming	\$8.40/hour	\$8.40/hour
Private Swim Lessons	See Grid on Back	See Grid on Back
<u>Continuing Education</u>		
Contracted Supervision	\$24.80/hour	\$24.80/hour
(Continuing Ed, Aquatics, Camps)		
Instructors (according to experience)	\$30.00/hour (Instructor A) \$26.00/hour (Instructor B) \$23.00/hour (Assistant Instructor A) \$21.00/hour (Assistant Instructor B)	\$30.00/hour (Instructor A) \$26.00/hour (Instructor B) \$23.00/hour (Assistant Instructor A) \$21.00/hour (Assistant Instructor B)
<u>Athletic Camps</u>		
Head Coach	\$23.00/hour	\$26.00/hour
Assistant Head Coach	\$18.00/hour	\$23.00/hour \$18.00/hour
Student Coach	\$10.10/\$10.50/hour	\$10.10/\$10.50/hour

Private/Semi-Private Lessons Effective September 2015

Type of lesson	Type of Instructor	Rate Charged Parent	Salary of Instructor
1/2 hour Private Lesson	Adult Instructor	\$35 per 1/2 hour	\$13 per 1/2 hour
1/2 hour Semi-Private Lesson	Adult Instructor	\$25 per child per 1/2 hour	\$13 per 1/2 hour