

Joint Board Committee Meeting at 7:30pm in the Board Room (K110) at the Bucks County Technical High School on Monday, October 24, 2022

Generated by Diane Pallotta on Tuesday, October 25, 2022

MEMBERS IN ATTENDANCE - Present (10)

Kellie Buchanan, President, Bristol Township School District
Kim Rivera, 1st Vice President, Bensalem School District
Donna Getty, 2nd Vice President, Morrisville School District
Steven Cullen, Bristol Borough School District
Brianna Curran, Bristol Borough School District
Donna Kelly, Bristol Township School District
Adam Kovitz, Neshaminy School District
David Murray, Morrisville School District
Gary Sanderson, Pennsbury School District
Chip Taylor, Pennsbury School District

MEMBERS ABSENT - Absent (1)

John Allen, Neshaminy School District

ALSO IN ATTENDANCE

Dr. Leon Poeske, Administrative Director
Henry DeGeorge, Assistant Director
Sharon Rendeiro, Business Administrator/Board Secretary
Ellis Katz, Solicitor (Virtual)
John Haney, IT Supervisor
Theresa Prato, BCTSEA President

1. OPENING OF MEETING

A. Call to Order

The meeting was called to order at 7:30p.m.

B. Pledge of Allegiance and a Moment of Silence

C. Approve Agenda

Recommended Action: Mrs. Buchanan asked for a Motion to approve the agenda as presented.

A motion was made by Donna Getty, seconded by Gary Sanderson, to approve the agenda as presented. Board Members unanimously approved the agenda (10,0,0).

D. Opening Remarks by Board President

Kellie Buchanan, Board President, announced that an Executive Session was held prior to the meeting to discuss a contract issue and personnel issues.

2. REPORTS

A. Student Representative Report

- Student Representatives were unable to attend. Board members were directed to the Student Representative Report at their place setting.

B. Professional Council Report

A meeting of the Professional Council was held on Monday, October 17, 2022 at 1:00 p.m. in the Board Room. In attendance were: Broadus Davis (Bristol Borough School District), Sean Hanes (Morrisville School District), Tom Smith (Pennsbury School District) and Leon Poeske. Sam Lee (Bensalem School District), Chris Polzer (Bristol Township School District) and Rob McGee (Neshaminy School District) were unable to attend. The following topics were discussed:

- Building Project Update
 - Dr. Poeske discussed the next phases of our Building Improvement Project and spoke about supply chain issues. Currently, he is being told that an HVAC order will take approximately 40 weeks to receive. This may cause issues for the next phase of possibly numerous work arounds and/or increased process. Pennsbury is anticipating supply chain issues on the renovation to Charles Boehm as well.
- Open House
 - Dr. Poeske shared the schedule for Middle School presentations given by our School to Career teachers, Ron Martino and Walt Hansell, to the 8th grade students at each of the districts. They will all be done prior to the open house. We expect a lot of students and families at the open house who are interested in attending next year. The date is November 10th from 6:00 – 8:00p.m. Applications for the 2023-2024 year will be available.
- Occupational Advisory Committees (OACs)
 - Dr. Poeske explained the requirement that technical programs have to have an occupational advisory committee. This committees are made up of people in the industry who review each technical program, such as, the physical space for safety and practicality, standards, curriculum etc. They inform the teacher/program as to “what’s hot and what’s not” in their respective fields. Any equipment purchase must be approved the OAC must approve the equipment. BCTHS anticipates getting approximately \$120,000 through state grants.
- Active Shooter Drill
 - The drill took place at BCTHS on October 12, 2022. Bristol Township Police and Emergency Services appreciated our participation. They want to be as familiar with the building as possible.
- Equipment Grants
 - Dr. Poeske stated there are two equipment grants for technical schools. We typically get around \$120,000 while the teachers requests could be as much as \$1,000,000! OACs must approve any request
- PSBA/PASA

- Conference is October 31st to November 2nd at Kalahari in the Poconos. One workshop is on School Law which is very well done.
- Other Business
 - Discussion on BCTHS lottery and the limited number of seats available to interested students.
 - Discussion ensued regarding the possibility of expanding BCTHS and or considering satellite classrooms in the sending districts. What would/could it look like? Dr. Poeske suggested looking into using 21st Century grant money for some kind of after school opportunity at BCTHS for students who are not enrolled at BCTHS.
 - As Superintendent of Record, Dr. Smith will attend the BCTHS lottery to be held on December 15, from 9 – 11 a.m.

C. Administrative Director's Report

- Dr. Leon Poeske, Administrative Director, referred to Student Accounting, the Bucks County Technical High School Newsletter and newspaper articles relative to the Technical School and upcoming events. Dr. Poeske discussed the upcoming CTSO Leadership conference for students.

D. Committee Reports

- PIA Committee
 - Mrs. Rivera advised that PIA met this evening. Discussed were the Action items on the agenda for approval and discussion on the Occupational Advisory Committee meetings, Health and Safety Plan update, Building Plan update for Phase Two, recent awards BCTHS received, and a potential Exchange program with Frankfurt, Germany.

3. MINUTES

A. Approve minutes from August 22, 2022 and September 20, 2022

Recommended Action: Recommend the Board approve the minutes of the August 22, 2022 and September 20, 2022 meetings.

A motion was made by Donna Getty, seconded by Kim Rivera, to approve the minutes of the August 22, 2022 and September 20, 2022 meetings. Board Members unanimously approved the minutes (10,0,0)

4. PUBLIC COMMENT

A. Public Comment

None

5. FINANCIALS

A. Financial Reports

Recommended Action: Recommend the Board approve the Financial Reports, subject to audit, as per pp. C1 - C12, as attached.

A motion was made by Donna Getty, seconded by Kim Rivera, that the Board approve the Financial Reports, subject to audit, as per pp. C1 - C12. Board Members unanimously approved (10,0,0).

B. Bills and Electronic Payments

Recommended Action: Recommend the Board approve that an order be drawn on the Treasurer for payment of the properly approved bills and electronic payments in the amount of \$449,105.21 and release salaries, subject to audit, as per pp. D1 - D22. A motion was made by Adam Kovitz, seconded by Gary Sanderson, that an order be drawn on the Treasurer for payment of the properly approved and electronic payments in the amount of \$449,105.21 and release salaries, subject to audit, as per pp. D1 - D22. Board Members unanimously approved the motion (10,0,0).

6. OLD BUSINESS

A. None

7. NEW BUSINESS

A Motion was made by Gary Sanderson and approved by Adam Kovitz to combine and approve Motions A-G and approve the following recommendations:

A. Approve Resignation

Recommended Action: Recommend the Board approve the resignation of Michael Iovanna Entrepreneurship and Small Business Development Teacher, effective September 27, 2022.

Recommend the Board approve the resignation of Jeffrey Otto as Long Term Substitute Facilities Support, effective October 20, 2022.

Recommend the Board approve the resignation of Long Term Substitute Guidance Counselor Bryanna Hendrickson, effective October 21, 2022.

Recommend the Board approve the resignation of Candace Rogers as Substitute School Nurse, effective October 19, 2022.

Recommend the Board approve the resignation of Mitchell Hasty, Maintenance Co-Op student, effective September 16, 2022.

Recommend the Board approve the resignation of Instructional Facilitator Susan Haas, effective November 17, 2022.

B. Approve Retirement

Recommended Action: Recommend the Board approve the retirement of Instructional Facilitator, Patricia Luszczak, effective November 4, 2022.

C. Approve Employment

Recommended Action: Recommend the Board approve the employment of Betty Gwiazdowski as Long Term Substitute Entrepreneurship and Small Business Development on Column E, Step 7, at a prorated annual salary of \$77,178, with a retroactive effective date of October 18, 2022.

Recommend the Board approve the employment of Tammi Gilson as a Substitute Cosmetology Teacher, at a daily rate of \$125, effective October 25, 2022,

pending completion of criminal background checks and new hire paperwork.

Recommend the Board approve the reinstatement of Jeff Otto as Custodian/Maintenance on Step 10 at an hourly rate of \$18.63, effective October 21, 2022.

Recommend the Board approve the employment of Ulamja Messenger as a Cafeteria Worker, to replace Nora Marin, at an hourly rate of \$15.00, with a retroactive effective date of October 6, 2022, pending criminal background checks and completion of the new hire paperwork.

Recommend the Board approve the employment of Gina Roach as a Part-Time Instructional Facilitator, to replace Jennifer Hutchinson, at an hourly rate of \$15.81, effective October 25, 2022, pending the completion of criminal background checks and completion of new hire paperwork.

Recommend the Board approve the employment of Nancy Greco as Substitute Office Support, at the approved hourly rate, effective October 21, 2022.

Recommend the Board approve the employment of Charles Kalisak as a Co-Op student, at the approved Student Co-Op rate, effective October 25, 2022, pending completion of criminal background checks and new hire paperwork.

D. Approve Transfers

Recommended Action: Recommend the Board approve the transfer of Brianna Finley from Part-Time Instructional Facilitator to Long Term Substitute Cosmetology on Column A, Step 3 at a prorated annual salary of \$54,311 retroactive to September 6, 2022 to December 22, 2022.

Recommend the Board approve the transfer of Ireland Dopson from Temporary Full-Time Facilitator to Permanent Full-Time Facilitator to replace Cecilia Devlin, at an hourly rate of \$15.81, with a retroactive effective date of October 10, 2022.

Recommend the Board approve the transfer of Siobhan Gallelli from Cafeteria Worker to Part-Time Instructional Facilitator, to replace Ireland Dopson, at an hourly rate of \$15.81, effective October 25, 2022.

E. Approved Updated CBIZ Flexible Benefits Plan

Recommended Action: Recommend the Board approve the updated CBIZ Flexible Benefits Plan Adoption Agreements as per the attached.

(Addendum)

F. Authorize Business Administrator to Negotiate and Enter Into a Contract for Electricity Purchasing.

Recommended Action: Recommend the Board authorize Business Administrator, Sharon Rendeiro, to negotiate and enter into a contract for Electricity purchasing post June 2023, based on the recommendation from Provident Energy.

G. Approve Budgetary Transfers

Recommended Action: Recommend the Board approve the budgetary transfers for the 2022-2023 budget in the amount of \$12,156.00.

8. CORRESPONDENCE

A. None

9. OTHER BUSINESS

- None

10. PUBLIC COMMENT

A. Public Comment on Non-Agenda Items

- Mr. Michael Stemle, Jr., Pennsbury School District - administrative issue with Social Studies curriculum question.

11. NEXT MEETING: The next Joint Board Committee Meeting will be held on November 28, 2022 at 7:00 p.m. in the Board Room.

12. ADJOURN

A. Adjourn

Recommended Action: A motion was made by Gary Sanderson, seconded by Kim Rivera, to adjourn the meeting at 7:44p.m. Board Members unanimously approved the motion (10,0,0)