



CENTRAL BUCKS SCHOOL DISTRICT

LEADING THE WAY

The Central Bucks Schools will provide all students with the academic and problem-solving skills essential for personal development, responsible citizenship, and life-long learning.

AGENDA SCHOOL BOARD MEETING

May 8, 2012

7:30 p.m.

- I. **Flag Salute**
- II. **Roll Call**
- III. **Approval of Minutes of School Board Meeting - April 24, 2012** Pages 1 - 31
- IV. **Superintendent's Report:**
 - **Certificate of Achievement**
 - **Middle Bucks Institute of Technology Highlights**
- V. **School Board Reports** Pages 32 - 51
 - A. Curriculum Committee
 - B. Finance Committee
 - C. Human Resources Committee
 - D. I.U. Board
 - E. Middle Bucks Institute of Technology
 - F. Operations Committee (formerly Building/Facilities Committee)
- VI. **Public Comment (Action Items)**

The public is invited to address the Board at this time on items appearing on the Agenda. Please sign in on the form provided at the podium. Each speaker is limited to 2-3 minutes.
- VII. **Recommendations for Action**
 - A. **Award a Contract to Centre Point Contractors for General Construction in the Nurse's Suite at Warwick Elementary School in the amount of \$121,500.** Page 52
 - B. **Award a Contract to Chris Wolf Plumbing for Mechanical Construction in the Nurse's Suite at Warwick Elementary School in the amount of \$36,476.** Page 52
 - C. **Award a Contract to GoreCon, Inc. for Grass Cutting Services for the entire School District in the amount of \$180,154.** Page 53
 - D. **Personnel Items** Pages 54 - 58
 - 1. Resignations
 - 2. Retirements
 - 3. Position Eliminated
 - 4. Approval of Unpaid Leaves of Absence
 - 5. Extension of Unpaid Leave of Absence
 - 6. Appointments
 - 7. Approval of Long-Term Per Diem Substitute Teachers
 - 8. Classification Changes
 - 9. Community School Staff
 - 10. EDR Changes

E. Student Items

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1. Approval of Foreign Exchange Student at Central Bucks High School – West

VIII. Reports and Information

Pages 60 - 68

1. Sabbatical Leave of Absence.
2. Rescind Sabbatical Leave of Absence.
3. Student Activities Quarterly Report Ending March 31, 2012 for Holicong, Lenape, Tamanend, Tohickon, and Unami Middle Schools, Central Bucks East, South, and West High Schools

IX. Public Comment

The public is invited to address the Board at this time. Please sign in on the form provided at the podium. Each speaker is limited to 2-3 minutes.

X. Adjournment

**Upcoming Meetings: May 22, 2012
June 12, 2012**

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

April 24, 2012

The Central Bucks Board of School Directors held its meeting on Tuesday, April 24, 2012 in the Board Room of the Educational Services Center. Mr. Faulkner called the meeting to order at 7:39 p.m., followed by the Pledge of Allegiance. Mr. Faulkner announced that the Board met in Executive Session prior to this meeting to discuss personnel issues.

ROLL CALL

Board members present:

Stephen A. Corr	
James R. Duffy	
Paul B. Faulkner	President
Joseph M. Jagelka	
Geryl D. McMullin	Vice President
R. Tyler Tomlinson	
Kelly E. Unger	
Jerel P. Wohl	

Board members absent:

John H. Gamble

Also present:

Dr. N. Robert Laws	Superintendent
Dr. David P. Weitzel	Assistant Superintendent for Elementary Education
Dr. Nancy B. Silvius	Assistant Superintendent for Secondary Education
Scott D. Kennedy	Director of Operations
Gilbert R. Martini, Jr.	Director of Human Resources
David W. Matyas	Business Administrator
Thomas C. McCambridge	Director of Finance
Dale D. Scafuro	Director of Student Services
Edward V. Sherretta	Director of Technology
Jeffrey P. Garton	Solicitor
Sharon L. Reiner	School Board Secretary

APPROVAL OF MINUTES

Upon a motion by Mr. Corr, seconded by Mrs. Unger, with all members present voting aye, the minutes of the April 10, 2012 school board meeting were approved as submitted.

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

April 24, 2012

SUPERINTENDENT'S REPORT

Preliminary Final Budget Presentation. Mr. David Matyas, Business Administrator, reviewed the preliminary final budget for 2012-2013.

The governor's budget eliminates the transportation reimbursement formula and future subsidies will be based on what the state can afford. The Social Security reimbursement formula will no longer be tied to actual expenses and in the future any increase in Social Security reimbursement will be based on what the state can afford. The Accountability Block Grant Subsidy and Charter School Subsidy were eliminated and the Basic Instructional Subsidy was reduced in 2011-2012.

Current enrollment in the school district is 20,092 students. The district expects to see a decrease of approximately 450 students next year, primarily at the elementary level.

Staffing reductions of 223.5 positions prior to 2012-2013 has resulted in conservative savings of \$5.3M per year. The proposed staffing reductions as of 4/24/12 for the 2012-2013 school year total 10.4 positions with an approximate savings of \$650,000 per year.

Some cost savings measures, both short term and long term, will be to continue to hire part time employees with no health care benefits, reduce property/casualty/auto insurance premiums, negotiate electricity and natural gas supply contracts, maintain focus on the energy efficiency initiative, renegotiate the Rx contract with CVS, study transportation outsourcing, freeze on future construction borrowing, reduce the cost of real estate tax collections, evaluate properties that may be undervalued for real estate taxes, and evaluate the Bucks/Montgomery Health Care Consortium.

The millage increase for the 2012-2013 school year is proposed to be 1.66% which is slightly under the Act 1 base index of 1.7%. This is the 2nd lowest tax increase since the early 1990's when it was \$0.

Administration is seeking the Board's consideration to publicly post the 2012-2013 preliminary final budget in the amount of \$287,408,850 for the public to view. The final budget will be adopted on May 22, 2012

PUBLIC COMMENT (On Agenda items prior to Board action)

Linda Gayman commented on the budget, transportation outsourcing, and PSERS.

TREASURER'S REPORT

Upon a motion by Mrs. McMullin, seconded by Mr. Corr, with all members present voting aye, the Treasurer's Report for March 2012 was approved.

**CENTRAL BUCKS SCHOOL DISTRICT
SCHOOL BOARD MEETING**

April 24, 2012

RECOMMENDATIONS FOR ACTION

Ratification of Investments for the Month of March 2012. Upon a motion by Mr. Wohl, seconded by Mr. Corr, with all members present voting aye, the following investments were ratified.

<u>Category</u>	<u>Purchase Date</u>	<u>Principal</u>	<u>Maturity Date</u>	<u>Rate</u>	<u>Yield</u>	<u>Bank Name</u>
Bank CD	3/2/2012	\$148,000.00	3/2/2013	0.75%	\$1,106.97	Hatboro Federal Savings
Bank CD	3/20/2012	\$5,000,000.00	6/20/2012	0.35%	\$4,398.91	National Penn
Bank CD	3/20/2012	\$3,000,000.00	9/20/2012	0.35%	\$5,278.69	National Penn

Payment of Bills. Upon a motion by Mr. Corr, seconded by Mr. Jagelka, with all members present voting aye, except Mrs. McMullin who abstained, the payment of bills for March 2012 in the amount of \$35,513,938.31 were approved.

Recommendation to Make the Proposed Final Budget Available for Public Inspection and to Issue Public Notice of Intent to Adopt the Final Budget. Upon a motion by Mr. Corr, seconded by Mrs. Unger, with all members present voting aye, recommendation to make the proposed final budget available for public inspection and to issue public notice of intent to adopt the final budget was approved.

Recommendation to approve the third year of the Aramark Food Service Contract for the 2012-2013 school year. Upon a motion by Mrs. Unger, seconded by Mr. Tomlinson, with all members present voting aye, the recommendation to approve the third year of the Aramark Food Service Contract for the 2012-2013 school year was granted. (Attachment A).

Approval of a Security Services Contract Between Executive Protective Services, LLC. and Central Bucks School District for Athletics and After School Activities for the 2012-2013 School Year. Upon a motion by Mr. Corr, seconded by Mr. Wohl, with all members present voting aye, approval of a security services contract between Executive Protective Services, LLC. and Central Bucks School District for athletics and after school activities for the 2012-2013 school year was granted. (Attachment B).

Approve a Resolution Authorizing the Administration to Purchase Electricity Pursuant to the Amerex Contract. Upon a motion by Mr. Corr, seconded by Mr. Duffy, with all members present voting aye, the Resolution authorizing the administration to purchase electricity pursuant to the Amerex Contract was approved. (Attachment C).

Award a Contract to Hood Floors for Flooring Replacement at Cold Spring Elementary School, Jamison Elementary School, and Warwick Elementary School in the amount of \$31,553.73. Upon a motion by Mr. Duffy, seconded by Mr. Corr, with all members present voting aye, the award of a contract to Hood Floors for flooring replacement at Cold Spring Elementary School, Jamison Elementary School, and Warwick Elementary School in the amount of \$31,553.73 was approved.

Approve the Facility Use Fee Schedule for the 2012-2013 School Year. Upon a motion by Mr. Corr, seconded by Mrs. Unger, with all members present voting aye, the Facility Use Fee Schedule for the 2012-2013 school year was approved. (Attachment D).

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Appointment of Trustee for the Bucks Montgomery Health Care Trust. Upon a motion by Mr. Corr, seconded by Mr. Tomlinson, with all members present voting aye, the appointment of Gilbert R. Martini, Jr. as Trustee for the Bucks Montgomery Health Care Trust representing Central Bucks School District was approved.

Personnel Items

Resignations. Upon a motion by Mrs. McMullin, seconded by Mr. Corr, with all members present voting aye, the following Resignation was approved.

<u>Name</u>	<u>Position/School</u>	<u>Effective Date</u>
Lesley Ann D'Andrea	Personal Care Aide/Cold Spring	4/20/12

Approval of Unpaid Leave of Absence. Upon a motion by Mrs. McMullin, seconded by Mr. Corr, with all members present voting aye, the following Unpaid Leave of Absence were approved.

Alana Crotzer an Elementary teacher at Barclay Elementary School from August 29, 2012 until October 8, 2012. This leave was requested for maternity/child rearing purposes in accordance with the Family Medical Leave Act.

Brandie Kulp an Elementary teacher at Kutz Elementary School from August 29, 2012 until August 29, 2013. This leave was requested for maternity/child rearing purposes in accordance with the Family Medical Leave Act.

Amy Scherr an Elementary teacher at Titus Elementary School from April 30, 2012 until August 2012. This leave was requested for maternity/child rearing purposes in accordance with the Family Medical Leave Act.

Jennifer Swenson an Elementary teacher at Pine Run Elementary School from August 29, 2012 until January 31, 2013. This leave was requested for maternity/child rearing purposes in accordance with the Family Medical Leave Act.

Appointments. Upon a motion by Mrs. McMullin, seconded by Mr. Corr, with all members present voting aye, the following Appointments were approved.

<u>Name</u>	<u>Position/School</u>	<u>Salary</u>	<u>Effective Date</u>
Ann Trate	Special Ed Asst/Doyle	\$13.60/hour	4/11/12

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Approval of Long-Term Per Diem Substitute Teachers. Upon a motion by Mrs. McMullin, seconded by Mr. Corr, with all members present voting aye, the following Long-Term Per Diem Substitute Teachers were approved.

<u>Name</u>	<u>Position/School</u>	<u>Salary</u>	<u>Effective Date</u>
Kassandra Calderone	Elementary teacher/Titus	\$180/day	4/27/12
Ashleigh DeLuca	English teacher/Holicong	\$180/day	4/27/12
Kathy Korona	Elementary teacher/Gayman	\$180/day	4/9/12 – 5/21/12
Christopher Kretzman(.67)	Social Studies teacher/East	\$120.60/day	4/9/12 – 6/8/12
Kimberly Murphy	Special Education teacher/South	\$180/day	4/16/12
Aileen Orchinik	Science teacher/Holicong	\$180/day	4/9/12

Classification Changes. Upon a motion by Mrs. McMullin, seconded by Mr. Corr, with all members present voting aye, the following Classification Change was approved.

SUPPORT STAFF

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Dennis McCoach (Recalled from Furlough)	Bus Driver Transportation No Change In Hourly Rate	F-t Floater Bus Driver Transportation No Change In Hourly Rate	4/11/12

Summer Fun Camps. Upon a motion by Mrs. McMullin, seconded by Mr. Corr, with all members present voting aye, the following persons were approved at the position and rate indicated below for Summer Fun Camps from June 18 – August 31, 2012 to be held at CB South.

<u>Name</u>	<u>Position</u>	<u>Rate/Hour</u>
Jen Abato	Camp Benchmark	\$23.00
Brian Blair	Summer Fun Tech	\$23.00
Michelle Blair	Summer Fun Tech	\$23.00
Diana Chase	Camp Benchmark	\$23.00
Christie Corcoran	Summer Fun	\$23.00
Kathleen Diodati	Camp Benchmark	\$23.00
Jennifer DiVasto	Summer Fun	\$23.00
Carol Escancy-Froehlich	Camp Benchmark	\$23.00
Gregg Fanus	Summer Fun Jump	\$30.00
Tim Foster	Summer Fun Jump	\$30.00
Kate Garvin	Camp Benchmark	\$23.00
Kathleen Garvin	Summer Fun	\$23.00
Jessica Garzetta	Summer Fun Music	\$23.00
James Glaser	Summer Fun Music	\$23.00
Jenna Gregory	Summer Fun	\$23.00
Michael Grieco	Summer Fun Theater	\$23.00
Scott Hensil	Summer Fun Music	\$23.00
Melissa Kassel	Camp Benchmark	\$23.00

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Kristy Landis	Summer Fun Tennis	\$23.00
Matt Landis	Summer Fun	\$23.00
Michael Lechniak	Summer Fun Computer	\$23.00
Jason Moyer	Summer Fun Jump	\$30.00
Stacey Pedersen	Camp Benchmark	\$23.00
Justin Pillmore	Summer Fun Jump	\$30.00
Frank Pustay	Camp Benchmark	\$23.00
Ginnie Robbie	Summer Fun Security	\$15.09
Jamie Rogers	Summer Fun Music	\$23.00
Ian Sanchez	Summer Fun Music	\$23.00
Cynthia Shoolbraid	Summer Fun Security	\$15.09
Joe Stellino	Summer Fun Music	\$23.00
Garrett Szagola	Summer Fun Drivers Ed	\$26.00
Bridgett Szychulski	Summer Fun Music	\$23.00
Jonathan Taylor	Summer Fun Design and Build	\$30.00
Diane Villotti	Summer Fun	\$23.00
Adam Walter	Camp Benchmark	\$23.00
Jessica Weber	Summer Fun	\$23.00
Larry Werner	Summer Fun Music	\$23.00
Tammy Zakuto	Summer Fun	\$23.00

Approval of EDR's. Upon a motion by Mrs. McMullin, seconded by Mr. Corr, with all members present voting aye, the following EDR's were approved.

Holicong Middle School

Spring Sports 2011-2012

	Position	EDR Units	Longevity	Units Paid	Name
Track & Field	Head	9 split	4	14	Brad Cochran
	Assistant	7		8	Mike Weir
	Assistant	7 split		5	Tim Barno
Baseball	8 th grade	8		8	Michael Jones
	7 th grade	7		7	Thomas Harrin
Softball	8 th grade	8		8	Kate Culkis
	7 th grade	7		7	Molly Kline
Soccer – Spring	8 th grade	8		8	Stephanie Thomas
	7 th grade	7		7	Kelsey Stoka

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Lenape Middle School

Spring Sports 2011-2012	Position	EDR Units	Longevity	Units Paid	Name
Track & Field	Head	9	8	17	Rodger Przybowski
	Assistant	7		7	Dave Camburn
	Assistant	7		7	Tiffany May
Baseball	8 th grade	8	6	14	Robert Spratt
	7 th grade	7	2	9	Rich Mirabile
Softball	8 th grade	8		8	Matt Fash
	7 th grade	7		7	Jessica Horwath
Soccer – Spring	8 th grade	8	4	12	Greg Torrence
	7 th grade	7		7	Salvatore Sergei

Tamanend Middle School

Spring Sports 2011-2012	Position	EDR Units	Longevity	Units Paid	Name
Track & Field	Head	9	4	13	Maria Vitacco
	Assistant	7	2	9	Ryan Lenet
	Assistant	7		7	Brian Blair
Baseball	8 th grade	8	2	10	Kevin Ketler
	7 th grade	7		7	John Heisey
Softball	8 th grade	8		8	Kristy Stryjack
	7 th grade	7		7	Keri Myers
Soccer – Spring	8 th grade	8		8	Thomas Hill
	7 th grade	7		7	Dave Frankel

Tohickon Middle School

Spring Sports 2011-2012	Position	EDR Units	Longevity	Units Paid	Name
Track & Field	Head	9	2	11	Frank Pustay
	Assistant	7	2	9	Michael Bartosiewicz
	Assistant	7	2	9	Jared Levenson
Baseball	8 th grade	8	6	14	Greg Trimbur
	7 th grade	7	2	9	Dave Lloyd
Softball	8 th grade	8	2	10	Kim Krawczun
	7 th grade	7	7	7	Pat Costello
Soccer – Spring	8 th grade	8	2	10	Michael Burgman
	7 th grade	7		3.5	Catherine Frederick
				3.5	Kaitlyn Benner

Unami Middle School

Spring Sports 2011-2012	Position	EDR Units	Longevity	Units Paid	Name
Track	Co-Head	9 split	10	18.5	Don Nehoda
	Co-Head	7		7	Scott Turner
	Assistant	7		7.5	Jan Yerkes
Baseball	8 th grade	8		8	James Jones
	7 th grade	7		7	David Cohen
Softball	8 th grade	8	2	10	Christy Gillespie
	7 th grade	7		7	Kelly Keisel

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Spring Soccer	8 th grade	8		8	Robert Miller
	7 th grade	7		7	George Litzke

Central Bucks High School – East

Spring Sports 2011-2012	Position	EDR Units	Longevity	Units Paid	Name
Track – Boys	Head	14 split	10	19	Gerry Stemplewicz
	Assistant	8 split	2	10	Paul Wilson
				3	Matt Catinella
Track – Girls	Assistant	4 split		6	Ollie Boucher
	Head	14	2	16	Sam Losorelli
	Assistant	8		8	Steve Martin
	Assistant	4		4	John Shegda
Volleyball – Spring	Head	16		16	Rob Minschwander
	Assistant	9		9	Steve Eaton
Baseball	Head	14		14	Kyle Dennis
	Assistant	8		8	Brian Oakes
	Assistant	4		4	Matt Wolf
Softball	Head	14		14	Erin Scott
	Assistant	8 split	2	8	John Hasson
	Assistant	4 split		6	Karl Knapp
Lacrosse – Girls	Head	14		14	Megan MaCauley
	Assistant	8		8	Shannon MacPherson
Lacrosse – Boys	Head	14	4	18	Bruce Garcia
	Assistant	8 split		4	Paul McGovern
				4	James Mithoffer
Tennis – Boys	Head	10	2	12	Lynda Goldschmidt
	Assistant	6		6	Lisa Wiley

Central Bucks High School – South

Spring Sports 2011-2012	Position	EDR Units	Longevity	Units Paid	Name
Track – Boys	Head	14	2	16	Jason Gable
	Assistant	8 split		7	Sean Stetler
	Assistant	4 split	2	6	Justin Crump
	Assistant		2	3	Michael Cox
Track – Girls	Head	14		14	Rachel Beck
	Assistant	8 split		7	Paul Poeisz
	Assistant	4 split	2	3	Justin Crump
Volleyball – Spring				4	Eric Lande
	Head	16 split		12	Frank Sharp
	Assistant	9 split		6.5	Tim Frank
Baseball				6.5	T. Kurt Godfrey
	Head	14		14	Mike Schaefer
	Assistant	8	2	10	Matt Lafferty
Softball	Assistant	4		4	Andrew Hand
	Head	14 split		13.5	Dan Hayes
	Assistant	8 split	2	6.5	Victor Volpe

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	Assistant	4 split	2	6	Jayne Weiss
				4	Megan Barilla
Lacrosse – Girls	Head	14	2	16	Janique Craig
	Assistant	8		8	Kevin Gearhart
Lacrosse – Boys	Head	14		14	R. Mike Sharman
	Assistant	8		8	Mike Strayline
Tennis – Boys	Head	10		10	Matt Pecic
	Assistant	6		6	Dick Ballentine

Central Bucks High School - West

Spring Sports 2011-2012

	Position	EDR Units	Longevity	Units Paid	Name
Track – Boys	Head	14	2	16	Greg Wetzel
	Assistant	8 split	10	11	Tom Conboy
	Assistant	4 split		5	John Mahoney
	Assistant			3	M. Scott Sherwood
	Assistant			3	Joe Hallman
Track – Girls	Head	14	4	18	Kiki Bell
	Assistant	8		8	Erv Hall
	Assistant	4		1	M. Scott Sherwood
				3	OPEN
Volleyball – Spring	Head	16 split		13	Todd Miller
	Assistant	9 split		6	Rick Fehers
	Assistant			6	Corey Maitz
Baseball	Head	14	2	16	Jim Ertel
	Assistant	8	2	10	Bill Reynolds
	Assistant	4		4	Timothy Shanahan
Softball	Head	14 split	10	24	Wayne Finkbeiner
	Assistant	8 split	2	3	Neal Boylan
	Assistant	4 split	2	8	Deenene Dry
				5	Tom Ward
Lacrosse – Boys	Head	14	4	18	Matt Coverdale
	Assistant	8	2	10	Albert Snyder
Lacrosse – Girls	Head	14		14	Tara Schmucker
	Assistant	8 split		2	Joni Romesburg
				6	OPEN
Tennis	Head	10	2	12	Frank Mancini
	Assistant	6		6	Brian Weaver

Student Items

Approval of Central Bucks High School – West Harlequin Club to travel to Stephen Sondheim Theater in New York on June 3, 2012. Upon a motion by Mr. Corr, seconded by Mr. Wohl, with all members present voting aye, approval of Central Bucks High School – West Harlequin Club to travel to Stephen Sondheim Theater in New York on June 3, 2012 was granted. The musical “Anything Goes”

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exposes students in the drama club to a professional, highly acclaimed production of a classical musical (one that is being considered for production at West). Approximately 40 students, 3 teachers, and possibly some parents will attend the trip. The cost of the trip is \$113 per person. Students who are unable to pay may make arrangements for a payment plan or work off the cost of the trip via theater-related responsibilities.

Approval of Central Bucks High School – South Boys Basketball Team to attend summer camp at Rider University in Lawrenceville, NJ. Dates are June 29-July 1, 2012. Upon a motion by Mr. Corr, seconded by Mr. Wohl, with all members present voting aye, approval for Central Bucks High School – South Boys Basketball team to attend summer camp at Rider University in Lawrenceville, New Jersey from June 29 – July 1, 2012 was granted. Approximately 20-29 students and 3 coaches will attend the camp. The approximate cost will be \$190 per player.

Approval of Central Bucks High School – South Boys Basketball Team to attend summer camp at West Chester University in West Chester, PA. Dates are July 13-15, 2012. Upon a motion by Mr. Corr, seconded by Mr. Wohl, with all members present voting aye, approval for Central Bucks High School – South Boys Basketball team to attend summer camp at West Chester University in West Chester, PA from July 13-15, 2012 was granted. Approximately 20-28 students and 3-4 coaches will attend the camp. The approximate cost will be \$185 per player for Varsity and \$170 per player for Junior Varsity.

PUBLIC COMMENT

Wayne Montgomery commented on the CB East Stadium and curriculum. Donna Olin, Chris Mackensen, Dough Keith, Joe McNulty, John Walsh and Donnah Hoffman commented on curriculum and middle school efficiency.

Mr. Corr commented on the movement of Public Comment, the Superintendent Search, and the positive comments he has heard from parents, students, and teachers about middle school scheduling.


Mr. Faulkner clarified the *School Exec Connect* statement that was made.

Mrs. Unger commented on the Superintendent Search, focus groups, and the on-line survey.

ADJOURNMENT

Upon a motion by Mr. Tomlinson, seconded by Mrs. Unger, with all members present voting aye, the meeting was adjourned at 9:05 p.m.

Respectfully submitted,



Sharon L. Reiner
School Board Secretary

CONTRACT AMENDMENT RELATED TO IMPLEMENTATION OF NUTRITION STANDARDS IN THE NATIONAL SCHOOL LUNCH AND SCHOOL BREAKFAST PROGRAMS

EFFECTIVE JULY 1, 2012

The parties agree to comply with federal regulatory requirements of the National School Lunch and School Breakfast Programs, as issued in the Final Rule entitled, *Nutrition Standards in the National School Lunch and Breakfast Programs*, published January 26, 2012 and codified in the Code of Federal Regulations, 7 C.F.R. Parts 210 and 220. Compliance will be consistent with the implementation timeline issued in the Final Rule and/or other subsequent guidance issued by USDA. This amendment applies to the 2012-13 School Year only.

By signing this amendment, the School Food Authority agrees it has thoroughly reviewed the justification supplied by the Food Service Management Company and has requested and reviewed additional documentation of the Food Service Management Company in order to determine that an increase to Operational Costs beyond the Consumer Price Index, as applicable, is prudent and reasonable.

This Amendment has been duly authorized, executed and delivered by and on behalf of each party, and constitutes the legal, valid and binding agreement of said party.

The parties have entered into this Amendment as of the day and year set forth below.

School Food Authority Name: _____

By: _____ Date: _____

Name (printed): _____

Title: _____

Food Service Management Company Name: _____

By: _____ Date: _____

Name (printed): _____

Title: _____

Renewal Agreement Page

This bidder certifies that he/she shall operate in accordance with all applicable State and Federal regulations.

This bidder certifies that all terms and conditions within the Bid Solicitation shall be considered a part of the contract as if incorporated therein.

This Renewal Agreement shall be in effect for one year starting July 1, 2012 and may be renewed by mutual agreement for up to one (1) additional one-year period. The provisions of the contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their duly authorized representative the day and year.

Central Bucks School District

Name of SFA

Signature of Authorized Representative*

Printed Name of Authorized Representative

Title

Date Signed

Attest

ARAMARK Educational Services, LLC

Name of FSMC

Signature of Authorized Representative*

Steven Weiser

Printed Name of Authorized Representative

Vice President

Title

Date Signed

Attest

* All contracts must be signed in blue ink.

U. S. DEPARTMENT OF AGRICULTURE

**Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion-
Lower Tier Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

ARAMARK Educational Services, LLC
Organization Name

Central Bucks School District
PR/Award Number or Project Name

Steven Weiser - Vice President
Names(s) and Title(s) of Authorized Representative(s) of the FSMC

Signature(s)

Date

Instructions for Certification

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant are not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Appendix I

Clean Air and Water Certificate

Applicable if the contract exceeds \$100,000 or the Contracting Officer has determined that the orders under an indefinite quantity contract in any one year will exceed \$100,000 or a facility to be used has been the subject of a conviction under the Clean Air Act (41 U.S.C. 1857c-8(e)(1) or the Federal Water Pollution Control Act 33 1319(d) and is listed by BPA or the contract is not otherwise exempt. Both the School Food Authority (SFA) and Food Service Management Company (offeror) shall execute this Certificate.

ARAMARK Educational Services, LLC
Name of Food Service Management Company

Central Bucks School District
Name of School Food Authority

THE FOOD SERVICE MANAGEMENT COMPANY AGREES AS FOLLOWS:

A. To comply with all the requirements of Section 114 of the Clean Air Act, as amended (41 U.S.C. 1857, et seq., as amended by Public Law 91-604) and Section 308 of the Federal Water Pollution Control Act (33 U.S.C. 1251, et seq., as amended by Public Law 92-500), respectively, relating to inspection, monitoring, entry, reports and information as well as other requirements specified in Section 114 and Section 308 of the Air Act and the Water Act, respectively, and all regulations and guidelines issued there under before the award of this contract.

B. That no portion of the work required by this prime contract will be performed in a facility listed on the Environmental Protection Agency List of Violating Facilities on the date when this contract was awarded unless and until the EPA eliminates the name of such facility or facilities from such listing.

C. To use his/her best efforts to comply with clean air standards and clean water standards at the facilities in which the contract is being performed.

D. To insert the substance of the provisions of this clause in any nonexempt subcontract, including this paragraph.

THE TERMS IN THIS CLAUSE HAVE THE FOLLOWING MEANINGS:

A. The term "Air Act" means the Clean Air Act, as amended (41 U.S.C. 1957 et seq., as amended by Public Law 91-604).

B. The term "Water Act" means Federal Water Pollution Control Act, as amended (33 U.S.C. 1251 et seq., as amended by Public Law 92-500).

C. The term "Clean Air Standards" means any enforceable rules, regulations, guidelines, standards, limitations, orders, controls, prohibitions, or other requirements which are contained in, issued under, or otherwise adopted pursuant to the Air Act or Executive Order 11738, an applicable implementation plan as described in section 110(d) of the Clean Air Act (42 U.S.C. 1957c-5(d)), an approved implementation procedure or plan under Section 111(c) or Section 111(d), respectively, of the Air Act (42 U.S.C. 1857c-6(c) or (d)), or approved implementation procedure under Section 112(d) of the Air Act (42 U.S.C. 1857c-7(d)).

D. The term "Clean Air Standards" means any enforceable limitation, control, condition, prohibition, standard, or other requirement which is promulgated pursuant to the Water Act or contained in a permit issued to a discharger by the Environmental Protection Agency or by a State under an approved program, as authorized by Section 402 of the Water Act (33 U.S.C. 1342) or by local government to ensure compliance with pretreatment regulations as required by Section 307 of the Water Act (33 U.S.C. 1317).

E. The term "Compliance" means compliance with clean air or water standards. Compliance shall also mean compliance with a schedule or plan ordered or approved by a court of competent jurisdiction, the Environmental Protection Agency or an Air or Water Pollution Control Agency in accordance with the requirements of the Air Act or Water Act and regulations issued pursuant thereto.

F. The term "facility" means any building, plant, installation, structure, mine, vessel, or other floating craft, location or sites of operations, owned, leased or supervised by the Food Service Management Company.

Signature of Food Service Management Company's
Authorized Representative

Vice President
Title

Date

Signature of School Food Authority's
Authorized Representative

Title

Date

Appendix J

CERTIFICATION REGARDING LOBBYING

Applicable to Grants, Sub-grants, Cooperative Agreements, and Contracts Exceeding \$100,000 in Federal Funds.

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all covered subawards exceeding \$100,000 in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

ARAMARK Educational Services, LLC

1101 Market Street, 29th Floor

Philadelphia, PA 19107

Name/Address of Organization (FSMC)

Steven Weiser – Vice President

Name/Title of Submitting Official

Signature

Date

Appendix J

**** NOT APPLICABLE ****
DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

1. Type of Federal Action: _____ a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: _____ a. bid/offer/ application b. initial award c. post-award	3. Report Type: _____ a. initial filing b. material change For Material Change Only: Year _____ Quarter _____ Date of Last Report _____
4. Name and Address of Reporting Entity: Prime Subawardee Tier, if known: Congressional District, if known:	5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, if known:	
6. Federal Department/Agency:	7. Federal Program Name/Description: CFDA Number, if applicable:	
8. Federal Action Number, if known:	9. Award Amount, if known: \$ _____	
10. a. Name and Address of Lobbying Entity: (last name, first name, MI) 10. b. Individuals Performing Services (including address if different from No. 10,a.) <p align="center">(Attach Continuation Sheet(s) SF-LLL-A if Necessary) (if individual, last name, first name, middle)</p>		
11. Amount of Payment (check all that apply): \$ _____ Actual \$ _____ Planned	13. Type of payment (check all that apply): <input type="checkbox"/> a. retainer <input type="checkbox"/> b. one-time fee <input type="checkbox"/> c. commission <input type="checkbox"/> d. contingent fee <input type="checkbox"/> e. deferred <input type="checkbox"/> f. other; specify: _____	
12. Form of Payment (check all that apply): <input type="checkbox"/> a. cash <input type="checkbox"/> b. in-kind; specify: Nature _____ Actual _____		
14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), or member(s) contracted for Payment Indicated in Item 11: <p align="center">(Attach Continuation Sheet(s) SF-LLL-A, if necessary)</p>		
15. Are Continuation Sheet(s) SF-LLL-A Attached: Yes _____ (Number _____) No _____		
16. Information requested through this form is authorized by Title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: _____ Print Name: <u>Steven Welser</u> Title: <u>Vice President</u> Telephone: <u>(215) 238-3000</u> Date: _____	

**** NOT APPLICABLE ****

**DISCLOSURE OF LOBBYING ACTIVITIES
CONTINUATION SHEET SF-LLL-A**

Reporting Entity: _____
Page _____ of _____

Appendix J (cont)

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. Section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Use of SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee; e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee", then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) Number, Invitation for Bid (IFB) Number; grant announcement number; the contract, grant or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes; e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.
11. (b) Enter the full names of the individual(s) performing services, and include full address if different from 10(a). Enter Last Name, First Name, and Middle Initial (MI).
12. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
13. Check all that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
14. Check all that apply. If other, specify nature.
15. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.
15. Check whether or not a SF-LLL-A Continuation Sheet(s) is attached. List number of sheets if yes.
16. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

**CONTRACT AMENDMENT RELATED TO IMPLEMENTATION OF NUTRITION STANDARDS IN THE
NATIONAL SCHOOL LUNCH AND SCHOOL BREAKFAST PROGRAMS**

EFFECTIVE JULY 1, 2012

The parties agree to comply with federal regulatory requirements of the National School Lunch and School Breakfast Programs, as issued in the Final Rule entitled, *Nutrition Standards in the National School Lunch and Breakfast Programs*, published January 26, 2012 and codified in the Code of Federal Regulations, 7 C.F.R. Parts 210 and 220. Compliance will be consistent with the implementation timeline issued in the Final Rule and/or other subsequent guidance issued by USDA. This amendment applies to the 2012-13 School Year only.

By signing this amendment, the School Food Authority agrees it has thoroughly reviewed the justification supplied by the Food Service Management Company and has requested and reviewed additional documentation of the Food Service Management Company in order to determine that an increase to Operational Costs beyond the Consumer Price Index, as applicable, is prudent and reasonable.

This Amendment has been duly authorized, executed and delivered by and on behalf of each party, and constitutes the legal, valid and binding agreement of said party.

The parties have entered into this Amendment as of the day and year set forth below.

School Food Authority Name: Central Bucks School District

By: _____ Date: _____

Name (printed): Dave Matyas

Title: Business Manager

Food Service Management Company Name: ARAMARK Educational Services, LLC

By: _____ Date: _____

Name (printed): Steven Weiser

Title: Vice President

EXHIBIT A

2012-2013 Food Service Budget

Exhibit A to the Addendum is hereby deleted in its entirety and replaced with Exhibit A attached hereto

NSLP Projected Operating Costs

Contract Begin Date	<u>07/01/12</u>	School Food Authority	<u>Central Bucks</u>
Contract End Date	<u>06/30/13</u>	FSMC Name	<u>ARAMARK</u>
Days of Service	<u>180</u>		

<u>Actual "In-School" Revenue</u>						
(Include Seamless Summer Option (SSO) Actual Revenue, if applicable)						
<u>BREAKFASTS:</u>		<u>MEALS</u>		<u>RATES</u>		
Elementary Paid	#	8,246	X	\$ 1.450	= \$	11,956.70
Elementary Tiered Paid	#		X	\$ -	= \$	-
Middle Paid	#	8,606	X	\$ 1.950	= \$	16,781.70
Middle Tiered Paid	#		X	\$ -	= \$	-
Secondary Paid	#	7,490	X	\$ 2.200	= \$	16,478.00
Secondary Tiered Paid	#		X	\$ -	= \$	-
Reduced-Price	#	3,896	X	\$ 0.300	= \$	1,168.80
Adult Paid	#		X	\$ 2.500	= \$	-
A la Carte Sales	#		X	\$ -	= \$	-
Subtotal Breakfasts	#	28,238			\$	46,385.20
<u>LUNCHES:</u>						
Elementary Paid	#	550,245	X	\$ 2.350	= \$	1,293,075.75
Elementary Tiered Paid	#		X	\$ -	= \$	-
Middle Paid	#	179,280	X	\$ 2.700	= \$	484,056.00
Middle Tiered Paid	#	52,851	X	\$ 3.200	= \$	169,123.20
Secondary Paid	#	124,250	X	\$ 2.700	= \$	335,475.00
Secondary Tiered Paid	#	44,800	X	\$ 3.200	= \$	143,360.00
Reduced-Price	#	51,385	X	\$ 0.400	= \$	20,554.00
Adult	#	10,800	X	\$ 3.700	= \$	39,960.00
A la Carte Sales	#	1,795,793	X	\$ 1.000	= \$	1,795,793.00
Subtotal Lunches	#	2,809,404			\$	4,281,396.95
<u>SNACKS/SUPPLEMENTS</u>						
Paid	#		X	\$ -	= \$	-
Reduced-Price	#		X	\$ -	= \$	-
Adult	#		X	\$ -	= \$	-
A la Carte Sales	#		X	\$ -	= \$	-
Subtotal Snacks/Supplements	#	-			\$	-
<u>OTHER:</u>						
Special Milk					\$	-
Vending Machine Sales/Concession					\$	12,000.00
Special Functions					\$	-
Subtotal Other					\$	12,000.00
Total "IN-SCHOOL" Revenue	#	2,837,642			\$	4,339,781.15

<u>Federal Reimbursement</u>						
To Be Completed By SFA (include SSO Reimbursements, if applicable)						
<u>BREAKFASTS:</u>		<u>MEALS</u>		<u>RATES</u>		
Paid	#	24,342	X	\$ 0.270	= \$	6,572.34
Free	#	38,330	X	\$ 1.510	= \$	57,878.30
Free, Severe Need	#		X	\$ -	= \$	-
Reduced	#	3,896	X	\$ 1.210	= \$	4,714.16
Reduced, Severe Need	#		X	\$ -	= \$	-
Subtotal Breakfasts	#	66,568			\$	69,164.80
<u>HIGH RATE LUNCHES:</u>						
Paid	#		X	\$ -	= \$	-
Free	#		X	\$ -	= \$	-
Reduced	#		X	\$ -	= \$	-
Subtotal High Rate Lunches	#	-			\$	-
<u>LOW RATE LUNCHES:</u>						
Paid	#	951,426	X	\$ 0.260	= \$	247,370.76
Free	#	141,264	X	\$ 2.770	= \$	391,301.28
Reduced	#	51,385	X	\$ 2.370	= \$	121,782.45
Subtotal Low Rate Lunches	#	1,144,075			\$	760,454.49
<u>SNACKS/SUPPLEMENTS:</u>						
Paid	#		X	\$ -	= \$	-
Free	#		X	\$ -	= \$	-
Reduced	#		X	\$ -	= \$	-
Subtotal Snacks/Supplements	#	-			\$	-
<u>SPECIAL MILK</u>						
Paid	#		X	\$ -	= \$	-
Free*	#		X	\$ -	= \$	-
Subtotal Special Milk	#	-			\$	-
Total Federal Reimbursement	#	1,210,643			\$	829,619.29

NSLP Projected Operating Costs

<u>State Reimbursements</u>							
(Include SSO Reimbursements, if applicable)							
<u>BREAKFASTS:</u>		<u>MEALS</u>		<u>RATES</u>			
Paid	#	24,342	X	\$ 0.100	=	\$	2,434.20
Free	#	38,330	X	\$ 0.100	=	\$	3,833.00
Free, Severe need	#		X	\$ -	=	\$	-
Reduced	#	3,896	X	\$ 0.100	=	\$	389.60
Reduced, Severe Need	#		X	\$ -	=	\$	-
Subtotal Breakfasts		#				\$	6,656.80
<u>LUNCHES:</u>							
Paid	#	951,426	X	\$ 0.100	=	\$	95,142.60
Free	#	141,264	X	\$ 0.100	=	\$	14,126.40
Reduced	#	51,385	X	\$ 0.100	=	\$	5,138.50
Breakfast Incentive <=20%	#	1,144,075	X	\$ 0.020	=	\$	22,881.50
Breakfast Incentive >20%	#		X	\$ -	=	\$	-
Subtotal Lunches		#				\$	137,289.00
SNI Lunch	#		X	\$ -	=	\$	-
SNI Breakfast	#		X	\$ -	=	\$	-
SNI Breakfast Incentive <=20%	#		X	\$ -	=	\$	-
SNI Breakfast Incentive >20%	#		X	\$ -	=	\$	-
Subtotal SNI Incentive		#				\$	-
Total State Reimbursement		#				\$	143,945.80
<u>SUMMARY:</u>							
Total "IN-SCHOOL" Revenue						\$	4,339,782.15
Total All Reimbursements						\$	973,565.09
Other Income						\$	-
Interest Income						\$	-
Total Revenue						\$	5,313,347.24
Commodity Usage @		\$	0.2225	Per Reimbursable Lunches:		1,144,075	\$ (254,556.69)

(This page to be completed by FSMC)			
<u>EXPENSES:</u>	<u>TOTAL COST</u>	<u>COST/MEAL</u>	(Only if Fixed Price Contract)
Food Cost-Including Commodities* Enter the amounts of food and milk purchased and received. Include the Commodity Distribution Assessment Fee, Commodity Value and Bonus Commodity Value (Do not include rebates, discounts and credits)	\$ 2,073,428.00	\$ 1.1483	
Commodity Delivery Charge* Enter the charge to have the commodities delivered	\$ 8,193.00	\$ 0.0450	
Direct Labor and Benefits* Enter the gross amount paid for salaries and fringe benefits to foodservice workers	\$ 2,168,177.00	\$ 1.2010	
Other Direct* Enter the cost for nonfood items such as paper goods, supplies, equipment repairs	\$ 404,194.00	\$ 0.2240	
Nonreimbursable Expenses* Enter all expenditures that are not an allowable cost for reimbursement purposes	\$ -	\$ -	
Administrative Fee* Enter the fee that will be charged to manage the program	\$ 84,017.00	\$ 0.0465	
FSMC Management Fee* Enter the fee that will be charged to manage the program	\$ 85,535.00	\$ 0.0473	
Indirect Costs* Enter the amount of utilities and indirect labor charged to manage the program	\$ -	\$ -	
Other: Please List*	\$ -	\$ -	
Sub-total Expenses/Total Cost Per Meal	\$ 4,823,544.00	\$ 2.3121	
Less Rebates, Discounts and Applicable Credits	\$ -		
<u>SUMMARY</u>			
Guarantee to SFA	\$ 722,000.00	Total Revenue	\$ 5,313,347.24
		Total Expenses	\$ 4,568,987.31
School Nutrition Program Profit or (Loss)			\$ 744,359.93

*All items must be included in a budget summary and itemized in full detail

SECURITY SERVICES AGREEMENT

Agreement made this 1st day of July 2012 between Executive Protective Services, LLC. "E.P.S." and Central Bucks School District "Client" located in Doylestown, Pa. 18901.

WHEREAS, E.P.S. is a Pennsylvania corporation, duly bonded under the laws of the Commonwealth of Pennsylvania to provide private detective and agent services. Where as, Client wishes to engage E.P.S. to provide agent services for its facility.

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

1. Effective Dates: 2012 - 2013 School Year for Sporting/Specialty Events
2. Number of officers per shift: as requested
3. Number of hours per shift: 4 hour shift minimum for sports/specialty events
4. Compensation: For the services agreed to be performed, E.P.S. shall bill Client at a rate of \$26.00 per agent hour worked.
 - a. On the following holidays and eves of holidays, the client will pay a rate of time and a half of \$39.00 per hour. New Year's Eve (12 noon day of New Year's Eve to 12 midnight), New Year's Day, Good Friday, Easter, Independence Day, Thanksgiving Day, Christmas Eve, (12 noon day of Christmas Eve to 12 midnight), Christmas Day.
 - b. If client requests in writing a specific agent to work over a 40-hour week, (said "work week" beginning at 12:01AM on Saturday) the Client shall pay the hours requested over the 40-hour period at the time and a half rate of \$39.00.
 - c. The hourly rate charged shall remain in effect for one year from the date of this Agreement and thereafter month to month until either party gives the other party thirty (30) days advanced notice of their intention to terminate the Agreement.
 - d. Notwithstanding the foregoing, in the event of a governmentally imposed employee benefit, tax impositions or increases which are required to be paid by the employer, E.P.S. shall have the right to adjust its rates accordingly at that time. The client does have the right to terminate as noted in 4C.

5. Invoices: Invoices for services will be presented to the Client weekly, payable within 30 days. Interest shall accrue and be payable at the rate of 1 1/2% per month on all balances over 30 days.
6. Conflict of Interest: Client specifically acknowledges and understands that the nature of E.P.S. business requires the expenditure of substantial time, money and expertise in order to assure the appropriate education and training of E.P.S. employees so that those employees may provide competent, professional service to E.P.S. customers. Because of the substantial investment by E.P.S., Client acknowledges that E.P.S. has inserted a restrictive covenant in all of its agreements with our employees that may prohibit the employee (for a designated period of time) from leaving E.P.S. to work for a Client of E.P.S.

Client specifically acknowledges that restrictive covenant and also agrees not to hire or attempt to hire any E.P.S. employees or former E.P.S. employees (within 6 months of their termination) during the term of this agreement and for a period of one year after the termination of the Agreement for the purpose of providing any of the services provided or formerly provided by E.P.S. The client additionally acknowledges and agrees that a violation of this covenant will leave E.P.S. without adequate monetary remedies at law and would constitute irreparable harm to the legitimate business interests of E.P.S.

EPS understands and agrees that from time to time, current or future employees of client may perform duties that are the same or similar to those provided by EPS, and these instances will constitute a violation of the above provision and EPS will not be entitled to liquidated damage as a result.

In the event that a client disregards the above provision or hires an E.P.S. employee for his own purposes, the Client will compensate E.P.S. with a fee in the amount of \$3,000.00 for that employee as liquidated damages and its sole remedy, and Client shall thereafter be released from any further claims, obligations and or liability for that particular employee.

7. Supervision: E.P.S. shall perform periodic unannounced inspections of officer personnel as are reasonable and necessary to assure full compliance with the provisions of the Agreement, and to this end, Client authorizes duly assigned supervisory personnel such access as shall be necessary to perform these duties.
- 8.A. Term of Agreement: This Agreement and its terms shall be effective on an annual basis. The Agreement can be cancelled per Client or E.P.S. at any time with a thirty day written notice.
- B. In the absence of written notice from either party to the other, this Agreement is to remain in effect until either party gives the other party thirty (30) days advanced notice of their intention to terminate the Agreement.
- C. Notwithstanding the foregoing, E.P.S. may terminate this Agreement for lack of receiving payment of monies due hereunder or upon a filing of a petition in bankruptcy by or against Client.

9. Hazardous Materials or Conditions: Client shall provide, or cause the owner of the facility to provide, E.P.S. a written list of specific information regarding hazardous materials or conditions to which E.P.S. employees would be exposed. Hazards include but are not limited to, hazardous chemicals, radioactive material, high voltage electrical equipment and wires, electric fences, dumps, animal traps, and structural defects. If additional hazards or conditions occur while E.P.S. is in the employ of Client, Client will provide this information within 24 hours to E.P.S.
10. Limitation of Liability: It is understood that E.P.S. is being engaged to utilize commercially reasonable efforts in providing security services to Client. E.P.S. is not an insurer and the rates being paid are for a guard service designed to diminish certain risks of loss, which are not related in any way to the value of the personal or real property protected. Amounts billed hereunder are insufficient to guarantee, implied or otherwise, that no loss will occur due to theft, sabotage, vandalism, systemic error, etc...
11. E.P.S. will not be responsible for, or pay for loss, damage or theft of Client property unless said damage or loss is actually a result of the negligence of an E.P.S. employee. In the event of an allegation of loss or theft of Client property, E.P.S. must be notified within a twenty-four hour timeframe of discovery. E.P.S. total liability under this agreement shall be limited to the amounts their insurance shall cover. E.P.S. shall not be held liable for any third party acts. E.P.S. will carry all statutory workers compensation coverage for all employees stationed at client's premises. E.P.S. will forward a Certificate of Insurance with any additional insured as needed by client.
12. Termination of Employees: E.P.S. agrees to remove any of its employees which the Client reasonably deems to be unsatisfactory upon the request of the Client specifying the unsatisfactory conduct complained of in writing.
13. Conduct: The conduct of the our agents is to be guided by written standard rules, provided by the Client, and by any other special written instructions, that may be provided from time to time by the Client.
14. Specific Requirements: The Client will provide written specific requirements that it wishes E.P.S. to implement in addition to normal security procedures. The Client may modify the requirements with a written notice. See Exhibit A
15. Binding Effect: This Agreement shall insure to the benefit of, and be binding upon, the contracted parties hereto and there respective successors and permitted assigns. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto and their respective successors or permitted assigns, any rights, remedies, obligations or liabilities under or by reason of this Agreement.

16. **Integration and Amendment:** This Agreement constitutes the entire agreement between the parties hereto with respect to the subject matter hereof superseding all prior agreements or representations whether written or oral and may not be amended or modified except by the written agreement of the parties hereto.
17. **Legal Construction:** In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
18. All notices are to be sent by mail to:
 - (a) EXECUTIVE PROTECTIVE SERVICES, LLC.
361A. EAST MAIN STREET
COLLEGEVILLE, PA 19426
 - (b) CENTRAL BUCKS SCHOOL DISTRICT
20 WELDON DR
DOYLESTOWN PA 18901
ATTN: DAVID MATYAS
BUSINESS ADMINISTRATOR
19. **Independent Contractor; Taxes:** This Agreement provides for the retention of the services of E.P.S. as an independent contractor and neither E.P.S. nor its employees shall be considered an employee of Client for any purpose whatsoever. E.P.S. acknowledges that it shall be responsible for workers compensation insurance for its employees providing services hereunder and for income taxes on the compensation received by E.P.S. pursuant to this Agreement.
20. This Agreement has been made and is to be performed in, and shall be construed and enforced in accordance with the laws of the Commonwealth of Pennsylvania and litigated in the Court of Common Pleas of Bucks County, Pennsylvania.
21. Individuals used shall be employees of E.P.S., an independent contractor. The payment of Federal, State and/or Commonwealth taxes, social security benefits, unemployment compensation taxes and wages shall be the sole function and responsibility of E.P.S.
22. E.P.S. will indemnify and hold Central Bucks School District harmless from any and all actions of E.P.S. employees while providing services for Central Bucks School District.

23. E.P.S. certifies to Central Bucks School District that it is properly licensed by the Commonwealth of Pennsylvania to conduct the business of Security. E.P.S. certifies that it is fully insured for Commercial General Liability as well as errors and omissions and Workers Compensation claims, and it will provide Central Bucks School District with a certificate of insurance. Central Bucks School District shall be considered additional insured. E.P.S. certifies that it is properly Bonded.
24. E.P.S. Staff working at client events must have Pennsylvania Act 34, Act 151, and Act 24 background clearances in place prior to starting an assignment. Copies of background clearances are to be provided to the client and updated for any turnover in E.P.S. staff or change in clearance status.


AGREED this 24th day of April 2012 in Doylestown, Pennsylvania.

EXECUTIVE PROTECTIVE SERVICES, LLC.

By: _____

Title: _____

CENTRAL BUCKS SCHOOL DISTRICT

By: 

Title: School Board President

CENTRAL BUCKS SCHOOL DISTRICT

RESOLUTION

A RESOLUTION OF THE BOARD OF SCHOOL
DIRECTORS OF THE CENTRAL BUCKS
SCHOOL DISTRICT AUTHORIZING CERTAIN
ADMINISTRATORS TO PURCHASE ELECTRICITY

WHEREAS, the Board of School Directors of the Central Bucks School District at its public meeting held on April 27, 2010, approved an Agreement with Amerex Brokers, LLC, which said Agreement provided that Amerex would act as a consultant for the District to negotiate with retail energy providers the purchase of electricity until said renewable contract is terminated.

WHEREAS, pursuant to said contract Amerex Brokers, LLC must receive an authorization from an authorized representative of the School District to make purchases of electricity.

WHEREAS, the purpose of this Resolution is to designate certain administrators to act on behalf of the Central Bucks School District for the purpose of authorizing the purchase of electricity.

NOW, THEREFORE, be it resolved by the Board of School Directors of Central Bucks School District as follows:

1. **Section 1.** The following persons are authorized to purchase electricity on behalf of the School District pursuant to the School District's contract with Amerex Brokers, LLC:

David Matyas

Scott Kennedy

Suzanne Vincent

Carolyn Furmanski

2. **Section 2.** The authorization as set forth herein shall be effective immediately and shall continue for the duration of the contract with Amerex Brokers, LLC or until this Resolution is rescinded by further action of the Board of School Directors of the Central Bucks School District.

3. **Section 3.** This Resolution was duly adopted at a publicly advertised meeting of the Board of School Directors of Central Bucks School District on the 24th day of April, 2012. Furthermore, the undersigned, Secretary of the Board of School Directors of the Central Bucks School District, herein certifies that the Resolution was adopted at the meeting date noted herein.

CENTRAL BUCKS SCHOOL DISTRICT

BY: _____

Paul B. J.

President

ATTEST:

Sharon L. Rowner

Secretary

**CENTRAL BUCKS SCHOOL DISTRICT
2012-13 FACILITY USE CHARGES**

FACILITY	NON-PROFIT GROUPS (IRS approval letter showing "501C3" or "tax exempt" status)	FOR PROFIT GROUPS
<u>Auditorium</u>	\$600 for four (4) hours or less. \$150 for each additional hour. \$ 80 per hour for rehearsals.	\$1,200 for four (4) hours or less. \$ 300 for each additional hour. \$ 160 per hour for rehearsals.
Stage Manager <u>Will Be Required</u> for lighting/sound (beyond house lights/microphone) and billed at the rate of \$60/hr.		
<u>Gymnasium/APR/LGI Library/Cafeteria</u> When more than one Group is using the building at the same time, each group must pay for the time it uses.	<u>\$20 /night</u> Weeknights During the School Year (per space reserved) \$55 /hour Saturday and Sunday use. (Not available during the Summer)	\$1,000 plus \$125 per hour. (Not available during the Summer)
<u>Classrooms/Conference Rooms/SGI/Office Areas</u> When more than one group is using the building at the same time, each group must pay for the time it uses.	<u>\$10 /night</u> Weeknights During the School Year (per space reserved) \$55 /hour Saturday and Sunday use. (Not available during the Summer)	Not available.
<u>WAR MEMORIAL Artificial Turf Field</u>	\$ 225 per hour (Includes CBSD Grounds Person) (Available from 7:00 am to Dusk) Rentals scheduled during the High School Sports Season are subject to rescheduling. Lights are available until 7:00 pm at an additional cost of \$125 per hour.	
<u>CB East Pool CB South Pool</u>	\$125 /hr plus hourly rate of lifeguard(s) through Community School. \$155 /hr plus hourly rate of lifeguard(s) through Community School.	Not available.
<u>Field Use</u>	\$25 /day for each individual athletic field requested. The "adopt a field" program is no longer available. Tennis Courts are available for group rental at \$6 per hour (per court)	
Miscellaneous Cancellations	Facility use is limited to the actual School year (for interior spaces only). If your group uses a space for longer than the requested time, the invoice will reflect the actual time the spaced was used. 48-Hour Notice Required. If notice is received less than 48 hours before the start of your reserved time, you will be billed for the full requested time.	

Attachment D

CENTRAL BUCKS SCHOOL DISTRICT
School Board Curriculum Committee Meeting
Wednesday, April 11, 2012
7:00 p.m.
Administrative Services Center
MINUTES

School Board Members Present: Mrs. McMullin (chair), Mr. Gamble, Mr. Duffy, Mr. Corr, Mr. Jagelka, Mrs. Unger, Mr. Faulkner (President)

Public Comment Two parents of middle school students expressed concern about the forms they had to complete and were confused about the choices required. Mrs. Kempke again questioned the implementation of the revised middle school schedule, questioned the certification requirements for middle school teachers to teach computer application skills. Mrs. Kempke shared a handout with statements regarding middle school certifications and a list of questions related to the revised middle school schedule.

Discussion Items

K-6 Technology Scope and Sequence Paul Beltz, Elementary Technology Coordinator, and Jason Jaffe, K-12 Staff Development Facilitator reviewed the current K-6 Technology Scope and Sequence and provided examples of how these skills are taught and assessed at the elementary level. The 6th Grade Performance Assessment provided an example of what skills are required and assessed. Dr. Weitzel indicated that every year the scope and sequence will be reviewed and modifications will be made.

Staff Development/Coaching Staff Development Facilitators Kelly Carter, Jason Jaffe, and Corinne Sikora provided the School Board Curriculum Committee a detailed overview of the role they play in training and coaching our professional staff. They provided information on how workshop topics are determined, when and where they are delivered, and the way they follow up with teachers to reinforce the skills and competencies taught in the workshops.

7-9 Technology Scope and Sequence The scope and sequence for technology in grades 7-9 is in process of being formatted to follow the K-6 Scope and Sequence. Computer skills which are not secure by grade 6 continue into the grades 7-9 document. In addition, skills from the computer applications courses are included in this scope and sequence which is being updated by teacher leaders and supervisors with a projected completion in Summer 2012.

Middle School Schedule Updates

Pennsylvania Department of Education Response to Request for Program Alteration
PDE has granted approval for the alteration in middle school scheduling configuration from seven periods of 46 minutes to six periods of 56 minutes; the alteration in the instructional delivery model of computer skills in grades 7 and 8 to interdisciplinary instructional activities within content area courses rather than 'stand-alone' computer application courses; and the offering of two business education electives in the high school level rather than offering them at both middle and high school.

Update on Middle School Course of Study Revision Courses in FCS, Tech Ed, Art, PE/Health, Music (including writing of the new Chorus 7 course) are presently being updated with projected completion in Summer 2012. Revisions are also being made to Science 7, 8, 9; English 7, 8, 9; Social Studies 7, 8, 9; Math 7, 8; World Language Levels 1 and 2 to document the computer skills being integrated into these courses. Projected completion date for this work is Summer 2012.

Information on SB 1436 Senate Bill 1436 prohibits the PA Department of Education from moving forward with the current proposal to amend Chapter 4 regulations to reduce the number of Keystone Exams required for graduation from 10 to three. SB 1436 would not permit any change in the "ten Keystone plan" until June 30, 2020. SB 1436 also would maintain the current requirement that Keystone Exams would count for at least one-third of a student's final course grade.

Sounding the Alarm Reactions Appendix A of the PSEA white paper *Sounding the Alarm* was presented showing many program curtailments/alterations approved by PDE from April to November 2011 in 94 districts, five intermediate units, and seven career-technical schools in that time period. This white paper is available on the PSEA website.

cc: Board of School Directors
Dr. N. Robert Laws
Dr. Nancy Silvious
Dr. David Weitzel
Elementary Principals
Secondary Principals
Dale Scafuro
Special Education Supervisors
Paul Beltz
Staff Development Facilitators

CENTRAL BUCKS SCHOOL DISTRICT
Finance Committee Meeting Minutes

April 18th, 2012

PRESENT

Paul Faulkner, Chairperson
Jim Duffy
Tyler Tomlinson

Dave Matyas
Tom McCambridge

ALSO PRESENT

Steve Corr
Joe Jagelka
Geri McMullin
Kelly Unger

8 Members of the Public

Ken Rodemer

The Finance Committee Meeting was called to order at 6:50 p.m.

NEW BUSINESS

(1) What has the school district done in response to the recession

The committee was presented with a one-page set of items that detail actions taken by the district to reduce costs or potentially enhance revenue. Some of the major items implemented to reduce costs include eliminating positions, outsourcing food-service, refinancing outstanding debt, exploring district initiated assessment appeals, and exploring outsourcing transportation. Many other cost-saving initiatives have been implemented over the years that range in yearly savings from \$36,000-\$600,000. The committee was asked to review the summary and to provide comment back to administration on the format.

(2) 2012-13 Budget Process

Changes to the budget since the last finance committee meeting were reviewed. Many changes have been made to revenues and expenses. Administration proposed to reduce the millage rate from a 1.7% increase to a 1.66% increase, which would reduce real estate tax revenue by about \$90,000. Also, proposed staffing changes, totaling approximately \$650,000 were reviewed with committee. With these changes, the deficit between revenues and expenses has been reduced from \$2 million to approximately \$1.3 million.

(3) Security Services Contract

A contract with Executive Protective Services was reviewed with the finance committee. EPS provides security services to all school districts in the area for sporting events and other afterschool activities. The contract calls for payment of \$26 per hour unless the event takes place on a holiday at which time the charge will be \$39 per hour. The committee directed administration to place this item on the Board agenda for consideration.

(4) Food Service Contract Extension

The committee reviewed the paperwork Required by the Pennsylvania Department of Education to extend the contract with Aramark for another year. The United States Department of Agriculture allows for a five year food service contract. But the five-year contract must be made up of five individual 1-year contracts that must be approved by the school board each year. The proposed contract extension for Aramark would be the third year of a potential five-year contract. If the budget estimates are correct, Aramark would recoup some prior year losses in year three. The estimated Profit is \$105,000. The committee directed administration to place this item on the Board agenda for consideration.

(5) Purchasing Actions

As a part of the yearly cycle, the district is taking bids on student planners for secondary students. The planners help keep students organized for homework assignments, testing dates, and to do lists. Student planners also facilitate administrative items such as hall passes, student code of conduct, and student handbook items. Secondary principals are currently in the process of evaluating the format of the proposed student planners. The price of the student planners will not exceed \$23,000. The committee directed administration to place this item on the Board agenda for consideration as soon as the review process is concluded.

(6) Questions From Community Members

Some community members had various questions of administration and school board members concerning the budget and taxes. Most of those questions were answered during the meeting. Questions that could not be answered during the meeting will be addressed at the next finance committee meeting under the topic of old business. There was also a question concerning missing keys from laptop keyboards at Cold Spring Elementary School. The keyboard issue will be investigated by the IT director and the school principal.

(7) Transportation Contract

An executive session was held to discuss contract negotiations.

OLD BUSINESS

None

Informational Items

No discussion took place on information items.

Meeting adjourned at. 9:05pm

Respectfully Submitted,

David W. Matyas, Business Administrator

- Next Meeting, May 16, 2012 -

**Central Bucks School District
Human Resource Committee Minutes**

Wednesday, April 11, 2012

Call to Order: 5:30 P.M.

In attendance: Stephen Corr, James Duffy, Paul Faulkner, John Gamble, Joseph Jagelka, Geryl McMullin, Kelly Unger, N. Robert Laws, Gilbert Martini

Public Comment: Members of the public were given an opportunity for public comment.

A. New Business

Prescription Drug Cost Update

The Committee reviewed updated information about prescription drug costs for the 2011-12 fiscal year. Total costs declined 5.8% from \$4.59M to \$4.35M due to a decrease in the use of high cost brand drugs, an increase in utilization of low cost generics and an overall decrease in the total number of prescriptions. The AWP for retail brands was \$237.23. The AWP for retail generics was \$29.44. The district expects to save in excess of \$800K in calendar year 2012 as a result of brand drugs coming off of patent.

Staff Attendance and Replacement Costs

The Committee reviewed information on staff absences and replacement costs for FY 2010 and 2011. Absences for all groups changed slightly except for school bus drivers whose sick leave use increased from an average of 6.8 days per employee per year to an average of 10.4 days per employee per year. Absence due to serious illness was included.

AESOP

The Committee received a demonstration of the district's automated substitute placement and absence management system.

Executive Session: Personnel Issue

The Committee discussed an arbitration decision where an employee was terminated for cause.

B. Old Business

No Items

C. Information

No Items

The meeting adjourned at 6:45 p.m. Minutes submitted by Gilbert Martini



BUCKS COUNTY INTERMEDIATE UNIT # 22

CALL TO ORDER

The Bucks County Intermediate Unit Board of School Directors met at its regularly scheduled meeting on Tuesday, March 20, 2012, at 7:02 p.m. at the Bucks County Intermediate Unit #22 Administration Office located at 705 North Shady Retreat Road, Doylestown, Pennsylvania, 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 Jennifer Czaplicki's BrainSTEPS Classroom at the Tawanka Learning Center in the Neshaminy School District.

ROLL CALL

ATTENDANCE:

Members

Mr. Michael Hartline, President (Centennial)
Mrs. Kelly VanValkenburgh, Vice President (Quakertown)
Mr. Christopher Cridge (Pennsbury)
Mrs. Susan Cummings (Neshaminy)
Mrs. Amanda Elefante (New Hope/Solebury)
Mrs. Alina Marone (Morrisville)
Mrs. Pamela Strange (Bensalem)
Mrs. Patricia Sexton (Council Rock)
Dr. Peter Yarnell (Pennridge)

ABSENT:

Members

Mrs. Beverly Breslin Kalinowski (Bristol Borough)
Mrs. Helen Cini (Bristol Township)
Mrs. Carol Clemens (Palisades)
Mr. John Gamble (Central Bucks)

OFFICERS:

Executive Director

Dr. Barry J. Galasso

Assistant Executive Director

Dr. Michael Masko

Treasurer

Mrs. Wendy L. Macauley

Secretary

Ms. Andrea L. DiDio

PRESENTATION: - Bucks and Montgomery County Schools Health Care Consortium.

SPECIAL EDUCATION MINI REPORT - Ms. Diane Paul, Director of Special Education, presented the Special Education mini report. She introduced Mrs. Marguerite Vasconcellos and Ms. Sarah Krusen to discuss the BrainSTEPS program.

PROGRAMS AND SERVICES MINI REPORT – Dr. Michael Masko, Assistant Executive Director presented the Programs and Services Mini Report which was about the BCIU “Arts on the Move” program. Additionally, Dr. Masko provided a special report on the Upper and Lower Bucks Ombudsman Centers.

GOOD NEWS Dr. Barry Galasso shared various items of good news.

PUBLIC PARTICIPATION None

Upon a motion by Mrs. Amanda Elefante, seconded by Dr. Peter Yarnell, and passed by unanimous voice vote, the Board approved items 1 through 20 excluding item 16, which was approved unanimously by roll-call vote.

1. **APPROVAL OF MINUTES**

The Board approved the February 21, 2012 Board meeting minutes.

2. **APPROVAL OF TREASURER’S REPORT**

The Board approved the Treasurer’s Report, for the period of July 1, 2011 to February 29, 2012.

3. **APPROVAL OF BILLS FOR PAYMENT**

The Board approved the bills for payment for February 2012.

4. **APPROVAL OF SPECIAL REVENUE FUND TRANSFERS**

The Board approved the General Fund, Special Revenue Fund, and Capital Projects Fund Transfers for the period of February 2012 in the amount of \$161,271.00.

5. **APPROVAL OF BUDGET REVISION**

The Board approved the revision of the 2010-2011 Act 183 Nonpublic eFund Grant budget for the period of January 1, 2011 through December 31, 2012 in the amount of \$72,444.00.

6. **APPROVAL OF BUDGET REVISION**

The Board approved the revision of the 2010-2011 PAIMS Act 183 eFund budget for the period of January 1, 2011 through June 30, 2012 in the amount of \$405,721.00.

7. **APPROVAL OF BUDGET**

The Board approved the Title I Services to Homeless Students budget in the amount of \$6,396.00.

8. **APPROVAL OF CONTRACTS AND PURCHASES**

The Board approved March 2012 Contracts and Purchases in the amount of \$17, 485.18.

9. APPROVAL OF CONTRACT

The Board approved the contract for collocation rack space at 401 N. Broad Street, Philadelphia, PA, on behalf of the IU, districts, and CTCs with Sidera Networks, Inc. of New York, NY, through June 2015 (with optional contract extensions) at a cost of \$60,460.00 and all applicable taxes and ongoing costs associated with maintenance per the terms of the agreement, pending solicitor's approval.

Authorized the Intermediate Unit to contract with local districts/CTCs/non-public school WAN partners and other entities to provide related data and network collocation services.

10. APPROVAL OF AGREEMENT

The Board approved the agreement with Virginia Glatzer to provide professional development course facilitation on behalf of Bridges Virtual Education Services.

11. APPROVAL OF AGREEMENT

The Board approved the contract renewal and all related licensing/maintenance expenses with SchoolWires, in the amount of \$2,720 per year, to provide website hosting, management, and related support.

12. APPROVAL OF AGREEMENT

The Board approved entering into an Early Intervention Settlement Agreement.

13. APPROVAL OF COOPERATIVE PURCHASING GROUP BID #12-106

The Board awarded the Bucks County Schools Cooperative Purchasing Bid #12-106 for Custodial Supplies to the recommended vendors.

14. APPROVAL OF RESOLUTION

The Board approved the resolution for the Transfer of Entity of the Speech and Language Services Program to the Council Rock School District.

15. APPROVAL OF DOCUMENTS

The Board approved three documents in order to allow Bucks County Intermediate Unit to join the Bucks and Montgomery County Schools Health Care Consortium.

Upon a motion by Mrs. Kelly VanValkenburgh, seconded by Mr. Christopher Cridge, and passed by unanimous roll call vote, the Board approved item 16.

16. APPROVAL OF EMPLOYMENT AGREEMENT

The Board approved the employment agreement between the Bucks County Intermediate Unit Board of School Directors and Mike Masko, Assistant Executive Director and Director of Programs and Services.

17. APPROVAL OF AGREEMENT

The Board approved the Agreement with the New Hope-Solebury School District for the IU to provide

contracted human resources services.

18. APPROVAL OF INTRODUCTORY READING OF AUDIO TAPING POLICY

The Board approved the Introductory Reading of Policy on Audio Taping Board Meetings.

19. APPROVAL OF HUMAN RESOURCE ITEMS

The Board approved the various human resources items (a through d)

20. APPROVAL OF AGREEMENT

The Board approved the agreement with School Media, Inc., pending solicitor's approval.

INFORMATION ITEMS - Mr. Jack Brady provided a legislative update.

OLD BUSINESS - None

NEW BUSINESS - None

BOARD SHARING - The Board participated in Board sharing.

TITLE IV (FORMERLY CHAPTER II) NONPUBLIC CONCERNS

PUBLIC PARTICIPATION None

Upon a motion by Mrs. Patricia Sexton and seconded by Mrs. Kelly VanValkenburgh and passed by unanimous voice vote, the Board adjourned the meeting.

ADJOURNMENT

The meeting adjourned at 8:33 p.m.

NEXT MEETING

The next regularly scheduled meeting of the Bucks County Intermediate Unit Board of Directors is: Tuesday, April 17, 2012 at 7:00 p.m. at the Bucks County Intermediate Unit #22 Administration Building.



Andrea L. DiDio, Board Secretary
Bucks County Intermediate Unit #22
Board of Directors

MIDDLE BUCKS INSTITUTE OF TECHNOLOGY
EXECUTIVE COUNCIL MINUTES
March 12, 2012

- I. The regular meeting of the MBIT Executive Council was convened on Monday, March 12, 2012, at 5:30 p.m. by Mrs. Bernadette Heenan, Secretary, in Room 101 at MBIT. The Executive Council rose to recite the Pledge of Allegiance to the flag. The following members were in attendance:

Council Members

Ms. Katherine Driban, Centennial S.D.
 Dr. Bill Foster, Council Rock S.D.
 Mrs. Bernadette Heenan, Council Rock S.D.
 Mrs. Betty Huf, Centennial S.D.
 Mr. Joseph Jagelka, Central Bucks S.D.
 Mr. Charles Kleinschmidt, Centennial S.D. (Arrived 5:36 PM)
 Mrs. Kelly Unger, Central Bucks S.D. (Arrived 5:33 PM)

Absent

Mr. John Gamble, Central Bucks S.D.
 Mr. John Vaughn, New Hope-Solebury S.D.

Others in Attendance:

Dr. Raymond Boccuti, MBIT Superintendent of Record, New Hope-Solebury S.D.
 Mr. Rick Black, Career and Technical Education Supervisor
 Mr. Jeffrey Garton, Esq., School Solicitor
 Mr. Richard Hansen, Facilities Supervisor
 Mrs. Roberta Jackiewicz, Assistant Board Secretary
 Mr. Vincent Loiacono, Director of Facility Operations
 Mrs. Kathryn Strouse, Administrative Director
 Mr. Robert Vining, Business Manager

- II. Guests included Mr. Mark Gage, Culinary Arts Teacher, MBIT, Ms. Janet Steiner, Comcast, and Mr. Christopher Tully, Multimedia Technology Teacher, MBIT. The following MBIT Multimedia Technology students were also in attendance: Patrick Duggan, Brandon Hein, Kyle Lutz and Amanda Peterson.
- III. Mrs. Heenan announced that our Health Science, Health Occupations, Dental Occupations and Public Safety students participated in HOSA last week in Hershey. We had 20 students attend the conference; four represented our school as state officers and sixteen participated in competitions. Our students won five competitions and returned home proudly wearing their medals. The competitions we won included: First Place in Forensic Medicine, First Place in Dental Terminology, Third Place in Dental Spelling, Third Place in the HOSA Knowledge Bowl and Fourth Place in Emergency Medical Services. Our first and third place winners will travel to Orlando, Florida in June to compete on a National level.

Our Adult Education Team has a lot to boast about these days. One of our adult day student from Web Design recently completed our program and was offered a job with Maxwell Systems Inc. in King of Prussia at a starting salary of \$70,000. Finally, the

MBIT Nursery will open to the public in early April. This year our landscaping students are planning to sell vegetable and herb plants in addition to flowers, shrubs and trees.

- IV. Ms. Driban mentioned it was great to see all of the articles and correspondence following the legislators being here and all the things that it generated in the media showing how technical schools are different from the home schools. She also announced that the PSBA regional meeting for our area will be held on April 26, 2012. Ms. Driban said she will send the details to Mrs. Strouse to forward to the Executive Council. She also noted that the technical schools and intermediate units are being included in this meeting and it will be a good time for the technical school representatives and other members to attend. It is primarily for liaisons, but all board members are always welcome at the regional meetings.
- V. Ms. Driban moved, Mrs. Unger seconded, passed unanimously to approve the minutes of the February 13, 2012 meeting. Attachment 1 (pg. 1-1)

Mr. Kleinschmidt arrived at 5:36 PM.

VI. Routine Business:

A. Administrative Report

1. Mrs. Strouse commented on how impressed she is with the Dental students. This is only the second year of that program's existence, so for them to have won two competitions and be going to Nationals is wonderful. She mentioned that the teacher is a hard worker and has the students working hard. The student who won the Dental Terminology competition is a first year student and just started in September.

Mrs. Strouse read an e-mail from the student who was hired by Maxwell Systems, Inc. He gave an update on the work he is doing and credited his skills to the training he received at Middle Bucks. He thanked everyone at the school, specifically Mrs. Nancy Goth, Web Page, Digital Multimedia and Information Resources Design Teacher and Mrs. Nancy Messick, Adult Education Coordinator and said he is now one of the success stories.

Mrs. Strouse recognized Mr. Mark Gage, Culinary Arts Teacher who is going to be awarded the National Liberty Museum Teacher as Hero Award at a ceremony at the museum in Philadelphia on Thursday evening. The award is judged by a panel of museum officials and educators who feel it is important to recognize teachers who give selflessly of their time and skills. They believe all teachers make a footprint on student's lives, but a teacher as hero recipient builds a roadway. On behalf of the staff and students at Middle Bucks, Mrs. Strouse thanked Mr. Gage for his commitment, leadership, community service and for working so hard with our students.

Mr. Gage said he was flattered to receive the award. He is still in touch with his teacher, who is also his mentor. He tries to emulate what his teacher did for him. He is glad that he went to technical school and would never change his profession. He has received calls from former students

looking for help and told them he will always be their teacher if they need help. He feels all the teachers at Middle Bucks are there for the students.

2. Ms. Janet Steiner, Manager of Government Affairs/Local Producer of Comcast Newsmakers, Comcast noted that on January 19th, Comcast, NBC, Calkins Media and the Buck County Intermediate Unit partnered together to offer an online safety forum at Bucks County Community College; along with a variety of other community investment, community leaders and non-profit organizations to provide information to families on how to keep their families, their kids and themselves safe on the internet. When it was determined that Comcast wanted to produce a red carpet segment to air on CNN Headline News in rotation with the other newsmakers segments, the first call they made was to Mr. Tully. They know, because of their partnership with the Multimedia Technology program, quality is always a given when it comes down to the television productions. As always, the students conducted themselves with a very high level of poise, professionalism and technical expertise that would make any parent, teacher, administrator and school board member very proud. Ms. Steiner said they always represent the school very well and we are always happy to partner with them. Any time we have that type of need, this is the first call we make because we know we can expect consistency and professionalism. Everyone who interacted with the students at the event, was very impressed. On behalf of Comcast, NBC, Calkins Media, Bucks County Intermediate Unit and Bucks County Community College, she thanked Multimedia Technology students Kyle Lutz, Brendan Hein, Patrick Duggan and Amanda Peterson. Ms. Stein also recognized former student, Kara Foran, for her assistance with the production.

Mr. Tully commented that students who graduate continue to be involved with the Multimedia program. He was going to be a little late for this event, so former student Kara Foran was there to assist the students and when he arrived, they were already filming. Mr. Tully said this proves the value of what we are doing to get these students prepared for the real world. Amanda Peterson spent several weeks editing the video and he noted that the students do all of the work. They make his job simple and he facilitates what they do. He concluded by saying that Kyle Lutz is a first level student who volunteered, this was his first event and he got real world experience. Mr. Tully is pleased to see that his young students, who are early in the program, are starting to volunteer for things.

Mrs. Strouse said she would send the link for the video on YouTube out to the Executive Council.

Mrs. Huf added that these are some of the same students that tape the school board meetings for Centennial School District and they are very proud of them too.

- B. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to receive and file MBIT's update including activities/events, correspondence and related matters as per Attachment 2 (pg. 2-1)

C. Committee Reports

1. Dr. Boccuti, Superintendent and Chairperson of the Professional Advisory Council, did not have anything to add to the minutes. He mentioned that he missed the meeting last month because he attended the Pennsylvania Educational Technology Expo and Conference. He took Mr. Tully's pre conference workshop on iPads and learned a great deal that he took back to New Hope-Solebury. He thanked Mr. Tully for a wonderful workshop and said it was a great conference. Attachment 3 (pg. 3-1)
2. The Building, Security and Technology Committee meeting scheduled for March 6, 2012 at 4:30 p.m. was cancelled. Attachment 4 (pg.4-1)
3. The Program, Policy and Personnel Committee meeting scheduled for March 6, 2012 at 5:15 p.m. was cancelled. Attachment 5 (pg. 5-1)
4. Ms. Driban, Chairperson of the Finance Committee stated there was nothing to add to the minutes. She thanked the staff for the meticulous minutes and said they rarely have anything to add and if they miss a meeting, all they have to do is read the minutes and they know what is going on. Attachment 6 (pg. 6-1)

D. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to approve the Cash Payments Report for February. Attachment 7 (pg. 7-1)

E. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to approve the Treasurer's Reports for January. Attachment 8 (pg. 8-1)

VII. Current Agenda Items

A. Personnel Items

1. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to ratify the qualifying leave of absence consistent with Policy #535.1 – Family and Medical Leave for Phillip Lawhead, Custodian, effective February 7, 2012.
2. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to ratify the qualifying leave of absence consistent with Policy #335.1 – Family and Medical Leave for Thomas Viviano, Assistant Director, effective February 28, 2012.
3. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to ratify a leave of absence consistent with Policy #535 – Disability / Maternity / Childrearing Leave for Carole Miller, Instructional Assistant, effective March 5, 2012.
4. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to ratify employment of the additional spring 2012 Adult Evening School staff. Attachment 9 (pg. 9-1)

B. Other Matters for Consideration

1. Ms. Driban moved, Mrs. Huf seconded, **passed** unanimously, to approve the proposed Middle Bucks Institute of Technology 2012-2013 General Fund Budget. (Enclosure)
2. Ms. Driban moved, Mrs. Huf seconded, **passed** unanimously, to approve the proposed Middle Bucks Institute of Technology various non-major fund budgets for 2012-2013 (Enclosure)
3. Ms. Driban moved, Mrs. Huf seconded, **passed** unanimously, to approve the out of state professional development. Attachment 10 (pg. 10-1)
4. Ms. Driban moved, Mrs. Huf seconded, **passed** unanimously, to approve additional field trips for the 2011/12 school year. Attachment 11 (pg. 11-1)
5. Ms. Driban moved, Mrs. Huf seconded, **passed** unanimously, to authorize the Business Office to solicit bids for lab supplies for the 2012/2013 school year.
6. Ms. Driban moved, Mrs. Huf seconded, **passed** unanimously, for the Executive Council to authorize the establishment of a committed fund balance for the purpose of reducing future member school districts' contributions as the result of expected higher employer pension costs; to be ratified by the entire school board. Attachment 12 (pg. 12-1)
7. Ms. Driban moved, Mr. Jagelka seconded, **passed** unanimously, to **table** the motion to authorize the Administrative Director to notify Bucks County Limited Healthcare consortium of termination of participation with the consortium for our healthcare benefits effective July 1, 2012.
8. Ms. Driban moved, Mr. Jagelka seconded, **passed** unanimously, to **table** the motion for Middle Bucks Institute of Technology to enter in to the self-insurance trust established by the Bucks Montgomery County Schools Healthcare Consortium effective July 1, 2012.
9. Ms. Driban moved, Mrs. Huf seconded, **passed** unanimously, authorizing the Business Manager to execute agreement for cellular and push-to-talk services at an estimated pre E-Rate discount cost of \$643.04 per month including statutory fees and taxes for period beginning on or after July 1, 2012 and extending until June 30, 2013 with Sprint (Nextel) based on their response to 470 RFP posted by MBIT.
10. Ms. Driban moved, Mrs. Huf seconded, **passed** unanimously, to receive and file the February 6, 2012 Middle Bucks Area Vocational Technical School Authority Minutes. Attachment 13 (pg. 13-1)

11. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to receive and file the January 20, 2012 Local Advisory Council (LAC) Minutes. Attachment 14 (pg. 14-1)
12. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to receive and file the Summary Appraisal Report for Insurance Purposes for Middle Bucks Institute of Technology dated October 31, 2011. Attachment 15 (pg. 15-1)
13. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to approve budget transfers. Attachment 16 (pg. 16-1)
14. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to approve advertising a special meeting to be held on March 26, 2012 at 5:30 PM.

Mrs. Strouse noted that late Friday we received the draft of the agreement that would allow the smaller schools to pool. Mr. Garton had a chance to look at it today.

Mr. Vining gave an update on a meeting that was held at the Bucks County Intermediate Unit today with all the members of the Bucks County Limited Health Care affiliation that exists now. This includes the Buck County Intermediate Unit, Bristol Borough, Bucks County Technical High School, New Hope-Solebury School District, Middle Bucks and Upper Bucks. Aon, the Consultants to the Bucks Montgomery County Schools Health Care Consortium, attended the meeting and reviewed the numbers if the schools are all pooling. Mr. Vining discussed the different scenarios and numbers with the Council. The premiums and pricing were similar and the stop loss and administration fees were the same as what was presented at the last meeting. He mentioned that at this moment, everyone is leaning towards the existing affiliation going into a new pooling arrangement. There are going to be some minor changes to the pooling agreement and that is why we are not moving forward at this time. The Intermediate Unit will be voting to move in that direction on March 20th; New Hope-Solebury and Upper Bucks have already committed.

Mrs. Strouse added that we are proposing to reconvene on March 26, 2012, when we will have a final report and be ready to move on the healthcare.

- VIII. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to adjourn the March 12, 2012 meeting of the MBIT Executive Council at 5:54 PM.

Respectfully submitted,

Bernadette Heenan
Secretary

Roberta Jackiewicz
Assistant Secretary

MIDDLE BUCKS INSTITUTE OF TECHNOLOGY
EXECUTIVE COUNCIL MINUTES
March 26, 2012

- I. The special meeting of the MBIT Executive Council was convened on Monday, March 26, 2012, at 5:30 p.m. by Mr. John Gamble, Chairperson, in Room 101 at MBIT. The Executive Council rose to recite the Pledge of Allegiance to the flag. The following members were in attendance:

Council Members

Ms. Katherine Driban, Centennial S.D. (Arrived 5:36 PM)
 Dr. Bill Foster, Council Rock S.D.
 Mr. John Gamble, Central Bucks S.D.
 Mrs. Bernadette Heenan, Council Rock S.D.
 Mrs. Betty Huf, Centennial S.D.
 Mr. Joseph Jagelka, Central Bucks S.D.
 Mr. Charles Kleinschmidt, Centennial S.D.
 Mrs. Kelly Unger, Central Bucks S.D.
 Mr. John Vaughn, New Hope-Solebury S.D.

Others in Attendance:

Dr. Raymond Boccuti, MBIT Superintendent of Record, New Hope-Solebury S.D.
 Mr. Jeffrey Garton, Esq., School Solicitor
 Mrs. Roberta Jackiewicz, Assistant Board Secretary
 Mrs. Kathryn Strouse, Administrative Director
 Mr. Robert Vining, Business Manager

- II. There were no guests in attendance.

Ms. Driban arrived at 5:36 PM.

- III. Current Agenda Items

A. Other Matters for Consideration

1. Mrs. Huf moved, Dr. Foster seconded, passed unanimously, to approve the Memorandum of Understanding between the Executive Council of Middle Bucks Institute of Technology and Middle Bucks Education Association/PSEA/NEA to elect to join the Bucks Montgomery County Schools Health Care Consortium. Attachment 1 (pg. 1-1)
2. Mrs. Huf moved, Dr. Foster seconded, passed unanimously, to take from the table and approve the motion to authorize the Administrative Director to notify Bucks County Limited Healthcare consortium of termination of participation with the consortium for our healthcare benefits effective July 1, 2012.

3. Mrs. Huf moved, Dr. Foster seconded, passed unanimously, to take from the table and approve the motion for Middle Bucks Institute of Technology to enter in to the self-insurance trust established by the Bucks Montgomery County Schools Health Care Consortium effective July 1, 2012.
Attachment 2 (pg. 2-1)

Mrs. Strouse noted that we were almost ready to move forward at the last meeting. The missing piece was the agreement that would allow the small districts and technical schools to pool together for their claims. The agreement came in just before the last meeting and we wanted to take time to review it and have our Solicitor take a look at it. This piece is now in place.

There was a question asking if this would still be a good scenario if everyone does not join the consortium. Mr. Vining explained that as long as we don't stand on our own and get into something that is bigger than 500 contracts together, he would recommend moving forward. Eventually, the consortium will be a big pool with over 15,000 contracts. If it doesn't go that way, he would recommend considering going back to fully insured or to Delaware Valley Insurance Trust. It was also noted that it is possible to exit the consortium and it wouldn't cost any more than the money that has already been put in. You would have to notify them you are leaving. Mr. Vining noted that we are pooling the smaller groups.

Mrs. Strouse added that since the last meeting the teachers have signed the Memorandum of Understanding between the Executive Council and Middle Bucks Education Association agreeing with the school moving forward and joining this consortium.

Discussion continued about who has joined the consortium, which includes the Bucks County Intermediate Unit, New Hope-Solebury School District, Bucks County Technical High School, Upper Bucks and Quakertown School District. Central Bucks will vote tomorrow night. Mr. Vining noted that with all of the parties coming into the Bucks County Intermediate Unit pool of smaller groups as planned, we will have over 2,000 contracts. The schools that have committed to joining this pool include Bucks County Intermediate Unit, Bucks County Technical High School, New Hope-Solebury School District, Upper Bucks and Middle Bucks. This group has in the 1500 to 1700 range and can stand on its own.

There was a question regarding the status of having NOCTI information included on student transcripts. Mrs. Strouse noted that this is an item on the agenda for the April PAC meeting. Back in the fall, our information technology staff worked with the districts' information technology staff to work out details. There was nothing they could do until the end of this school year. Central Bucks had the information on their transcripts last year and we're hoping to be at that point with the other school districts. All four of the sending school districts are participating.

- IV. Mrs. Huf moved, Ms. Drihan seconded, passed unanimously, to adjourn the March 26, 2012 meeting of the MBIT Executive Council at 5:39 PM.

Respectfully submitted,

Bernadette Heenan
Secretary

Roberta Jackiewicz
Assistant Secretary

**Central Bucks School District
OPERATIONS COMMITTEE MINUTES
April 18, 2012**

Present:	John Gamble, Joe Jagelka, Tyler Tomlinson, Kelly Unger, Steve Corr, James Duffy, Paul Faulkner, David Matyas, Scott Kennedy, Ken Rodemer
Guests:	

The meeting was called to order at 5:30 PM.

Public Comment

None

Central Bucks Sports Commission

Scott Kennedy handed out an email from Bill Deeter listing future meeting dates and describing the upcoming priorities for the Sports Commission. Discussion.

Construction & Operations Project Update

Ken Rodemer distributed and reviewed the Operations Report. Ken shared the drawings for the Warwick Nurse's Suite renovation and described the project. Ken also shared recent photos from the CB East renovation project detailing the demolition that is occurring in the center of the building. The project remains on schedule and under budget.

Scott Kennedy reviewed the April/May 2012 bidding/award schedule which includes:

- Flooring replacement at Cold Spring ES, Jamison ES, and Warwick ES
- Grass cutting services
- Warwick ES Nurses Suite
- Holicong Roof Drains

The Operations Committee discussed the grass cutting project and agreed to award grass cutting services up to the amount saved (\$308,000) when the department was reduced from 10 staff member to 5 staff members.

All bid results will be in the Board Packet on Friday April 20, 2012 or Friday May 4, 2012

The Operations Committee agreed with the suggestions.

Board Agenda Items

- Award a Contract to Hood Floors for Flooring Replacement at Cold Spring ES, Jamison ES, and Warwick ES in the amount of \$31,553.73
- Approve the Facility Use Fee Schedule for the 2012-2013 School year

The Operations Committee agreed with the agenda items.

Discussion Items

Scott Kennedy requested to purchase a maintenance van for a recently "totaled" van. Our van was rear ended and declared totaled by our insurance carrier. Insurance is reimbursing the CBSD \$4,950 to offset the purchase of a new vehicle. Scott Kennedy reviewed several options including a new vehicle and several used vehicles. The prices were close enough that the new vehicle was the better value due to fact that there will be a full manufacturer's warranty and no existing mileage on the vehicle. The Operations Committee agreed to the purchase of a new maintenance vehicle.

Scott Kennedy distributed a letter from Warrington Township concerning a field use agreement for CB South's use of Barnes field. The Committee directed Scott Kennedy to negotiate an equitable arrangement for "shared field use".

Scott Kennedy discussed a request from the YMCA to use our field for their summer camps. The Operations Committee discussed the one year extension that was granted to the YMCA last year. The committee also agreed that the fields receive a significant amount of abuse from the summer camps and need restoration work and "rest". The committee agreed to deny the request from the YMCA to continue using our fields.

Scott Kennedy reviewed the proposed Facility Use Fee Schedule for 2012-2013. The Operations Committee discussed the fee changes and decided to freeze facility use fees at the current rate for the 2012-2013 school year.

The meeting adjourned at 6:35 PM.

Respectfully Submitted,

Scott Kennedy
Director of Operations

cc: Distribution: Board Members, NRL, and David Matyas

Please note: The next Operations Committee meeting will be on Wednesday May 16, 2012, at 5:30 PM at the Administrative Services Center, 20 Welden Drive

These Minutes are the writer's understanding of those items discussed. If anyone is at variance with the Minutes or has amendments thereto, please notify the writer within five (5) calendar days, otherwise the Minutes shall remain in effect as stated.

Grass Cutting Services			
April 19, 2012			
Bid Results			
Contractor Name and Address	Non Collusion	Base Bid A	Base Bid B
GoreCon, Inc.	X	\$2,532.00	\$4,397.58
		\$65,832.00	\$114,322.00
Detailed Environmental	X	\$74,100.00	\$225,160.00
ValleyCrest Landscaping	X	\$109,179.00	\$266,204.00
Brickman Group	X	\$113,100.00	\$247,624.00
Keller Landscaping	X	\$140,832.00	No Bid
TownScape, Inc.	X	\$143,000.00	\$286,780.00
Greenscape	X	\$146,900.00	\$127,400.00
Nicholas Landscaping	X	\$156,260.00	No Bid
Land-Tech Enterprises	X	\$364,881.66	\$809,858.14
4B All-Pro Landscaping		No Bid	No Bid
A&B Lawn Service		No Bid	No Bid
Carbers Lawn & Landscaping		No Bid	No Bid
Chris Orser Landscaping		No Bid	No Bid
Country Landscapes		No Bid	No Bid
Engelhart Landscaping		No Bid	No Bid
Green Ridge Landscaping		No Bid	No Bid
Louis F. Biase		No Bid	No Bid

RESIGNATIONS

PROFESSIONAL STAFF

Name: Catherine McLaughlin
Position: Secondary School Counselor – Unami Middle School
Effective: June 11, 2012

Name: Stacy Richardson
Position: Elementary teacher – Cold Spring Elementary School
Effective: June 11, 2012

SUPPORT STAFF

Name: Ralph Cesario
Position: Custodian – Holicong Middle School
Effective: May 4, 2012

RETIREMENTS

PROFESSIONAL STAFF

Name: Lynn Barrett
Position: Elementary teacher – Gayman Elementary School
Effective: September 11, 2012

SUPPORT STAFF

Name: Diana Malandrino
Position: Special Education Assistant – Unami Middle School
Effective: June 8, 2012

POSITION ELIMINATED

Name: Camay Morgan
Position: Personal Care Assistant – Lenape Middle School
Effective: June 8, 2012

APPROVAL OF UNPAID LEAVE OF ABSENCE. It is recommended that the Board approve a leave of absence for the following employees according to School District Policy.

Jennifer Crooke Elementary teacher – Butler Elementary School
August 29, 2012 – January 31, 2013
This leave was requested for maternity/child rearing purposes in accordance with the Family Medical Leave Act.

Moira Downey-Miller Special Education teacher – Warwick Elementary School
September 10, 2012 – January 31, 2013
This leave was requested for maternity/child rearing purposes in accordance with the Family Medical Leave Act.

Donna Kikelham Special Education teacher – Lenape Middle School
August 29, 2012 – January 31, 2013
This leave was requested for maternity/child rearing purposes in accordance with the Family Medical Leave Act.

Sarah LeClair English teacher – Central Bucks High School – South
April 16, 2012 – August 28, 2012
This leave was requested for child rearing purposes in accordance with the Family Medical Leave Act.

Amanda Lovell Elementary teacher – Bridge Valley Elementary School
August 29, 2012 – November 28, 2012
This leave was requested for maternity/child rearing purposes in accordance with the Family Medical Leave Act.

Jillian VonVital Elementary teacher – Pine Run Elementary School
August 29, 2012 – January 31, 2013
This leave was requested for maternity/child rearing purposes in accordance with the Family Medical Leave Act.

EXTENSION OF UNPAID LEAVE OF ABSENCE. It is recommended that the Board approve the following extension of unpaid leave of absence.

Mahri Coen Elementary teacher – Gayman Elementary School
August 29, 2012 – January 30, 2012
This extension of leave was requested for maternity/child rearing.

APPOINTMENTS

Name: Kirsten Bittner
Position: (Temp) Special Education Assistant – Central Bucks High School – South
\$13.60 per hour
Effective: April 26, 2012
Reason: Temporary Assignment

Name: Kimberly S. Coler
Position: (Temp) Educational Assistant – Butler Elementary School
\$13.60 per hour
Effective: April 24, 2012
Reason: Employee Leave

Name: Seth Scherbekow
Position: 2nd Shift Custodian Floater – Facilities Department
\$15.02 per hour
Effective: May 9, 2012
Reason: Employee Transfer

APPROVAL OF LONG-TERM PER DIEM SUBSTITUTE TEACHERS. It is recommended that the Board employ the following people listed below at the wage rate listed to substitute during the 2011-2012 school year.

LAUREN AMENDOLARA
Assignment: Elementary teacher – Groveland Elementary School
\$180 per day
Effective: April 13, 2012

WARREN KULP
Assignment: English teacher – Central Bucks High School – South
\$180 per day
Effective: April 24, 2012 – June 8, 2012

CHRISTINE SAUERS
Assignment: Elementary teacher – Butler Elementary School
\$180 per day
Effective: May 2, 2012

BRYAN STUTMAN
Assignment: Elementary teacher – Jamison Elementary School
\$180 per day
Effective: April 30, 2012

CLASSIFICATION CHANGES

ADMINISTRATIVE STAFF

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Stephen P. Cashman	Assistant Principal Holicong \$108,576 Per Annum	Principal Titus \$112,000 Per Annum	7/4/12
Matthew D. Croyle	Assistant Principal Bridge Valley \$105,218 Per Annum	Principal Jamison \$112,000 Per Annum	8/1/12
Brian Finger	Principal Gayman No Change In Salary	Principal Cold Spring No Change In Salary	7/12/12
Gina Marks	Group Supervisor/Com Sch Buckingham/Bridge Valley \$23.57 Per Hour	Assistant Coordinator ESC \$37,500 Per Annum	7/1/12
Shawn Ortman	Principal Cold Spring No Change In Salary	Principal Mill Creek No Change In Salary	7/12/12
Michael Testani	Assistant Principal Mill Creek \$99,581 Per Annum	Principal Gayman \$109,000 Per Annum	7/12/12

COMMUNITY SCHOOL STAFF. It is recommended that the Board approve the following people as Community School staff at the position and rate indicated below.

Jared Becker	Lifeguard	\$8.40/hour
Jennifer Richards	Swim Instructor	\$7.75/hour

2011-12		EDR CHANGES						
		EDR units	Longevity	Units paid	Name	New	Start Year	Total Paid
<i>Lenape</i>		<i>re-distribute units (0.5 units of longevity remain unused)</i>						
Choral Director		8-split	2	7.5	Jaime Rogers			\$2,001.98
				2	Sarah McGahey			\$533.86
<i>West</i>		<i>Assigned open units</i>						
Girls Lacrosse	Assistant	6		6	Ashley Muenker			\$1,601.58

Approval of a Foreign Exchange Student to attend Central Bucks High School – West

Rotary Youth Exchange – has submitted an application for a student to attend Central Bucks High School – West during the 2012-2013 school year.

Camila Andrea Butron Briebe is a sixteen-year-old girl from Chile.

The host family will be Mr. & Mrs. Lou Mintzer, 145 Harvey Avenue, Doylestown, PA 18901.

SABBATICAL LEAVE OF ABSENCE. The following employee meets the requirements for Sabbatical Leave under the provisions of the School Code.

Sharon Casciole

Business teacher – Tohickon Middle School

8/29/12 – 8/2013 school year for the purpose of study at Cedar

Crest College.

RESCIND SABBATICAL LEAVE OF ABSENCE. Request to rescind the approved sabbatical for Lauren Kline – Elementary teacher at Groveland Elementary School for the 2012-2013 school year for the purpose of study at Cabrini College.

Central Bucks School District

Student Activity Fund:
 Holicong Middle School
 For The Quarter Ending :
 March 31, 2012

Account	Opening Balance	Receipts	Disbursements	Encumbrances	Closing Balance
Scholarship/Endowments					
Class Accounts	116,551.37	55,009.40	42,937.39	72,100.00	56,523.38
Clubs	21,301.86	2,049.00	20,322.00	3,000.00	28.86
School Service and Escrow	153.11	0	0	0	153.11
TOTALS	138,006.34	57,058.40	63,259.39	75,100.00	56,705.35

Checking Account Balance	\$131,805.35
Less Encumbrances	\$ 75,100.00
Total Balance after Encumbrances	\$ 56,705.35

* Total Balance after Encumbrances should equal closing balance

Central Bucks School District
 Student Activity Fund
 Lenape Middle School
 For The Quarter Ending : March 31, 2012

Account	Opening Balance	Receipts	Disbursements	Encumbrances	Closing Balance
Scholarship/Endowments	\$ -				
Class Accounts	\$ 102,097.25	\$ 12,182.25	\$ 24,799.02	\$ 6,800.00	\$ 82,680.48
Clubs	\$ 29,845.22	\$ 28,986.10	\$ 30,239.07	\$ 18,298.00	\$ 10,294.25
School Service and Escrow	\$ 61.21	\$ 29.73	\$ -		\$ 90.94
TOTALS	\$ 132,003.68	\$ 41,198.08	\$ 55,038.09	\$ 25,098.00	\$ 93,065.67

Checking Account Balance	\$ 118,163.67
Less Encumbrances	\$ 25,098.00
Total Balance after Encumbrances	\$ 93,065.67

Central Bucks School District
Student Activity Fund
 Tamanend Middle School
 For The Quarter Ending : March 2012

Account	Opening Balance	Receipts	Disbursements	Encumbrances	Closing Balance
Scholarship/Endowments	0	0	0	0	0
Class Accounts	16,569.69	681.22	14,335.02	0	2915.9
Clubs	28,386.88	22,047.91	38,626.59	5511.97	6296.23
School Service and Escrow	0	0	0	0	0
TOTALS	44,956.57	22729.13	52,961.61	5511.97	9212.13

Checking Account Balance	\$ 14,724.10
Less Encumbrances	\$ 5,511.97
Total Balance after Encumbrances	\$ 9,212.13

* Total Balance after Encumbrances should equal closing balance

Central Bucks School District

Student Activity Fund

Tohickon

For The Quarter Ending :

3/31/2012

Account	Opening Balance	Receipts	Disbursements	Encumbrances	Closing Balance
Scholarship/Endowments	\$ -	\$ -	\$ -	\$ -	\$ -
Class Accounts	\$ 13,916.84	\$ 11,500.00	\$ 13,260.35	\$ -	\$ 12,156.49
Clubs	\$ 66,537.94	\$ 53,247.05	\$ 1,787.57	\$ 30,000.00	\$ 87,997.42
School Service and Escrow	\$ 6,787.73		\$ 3,123.52	\$ -	\$ 3,664.21
TOTALS	\$ 87,242.51	\$ 64,747.05	\$ 18,171.44	\$ 30,000.00	\$ 103,818.12

Checking Account Balance	\$ 133,818.12
Less Encumbrances	\$ 30,000.00
Total Balance after Encumbrances	\$ 103,818.12

* Total Balance after Encumbrances should equal closing balance \$ 133,818.12

SUBJECT TO ADJUSTMENTS

Central Bucks School District
 Student Activity Fund
 Unami Middle School
 For The Quarter Ending : 3/31/12

Account	Opening Balance	Receipts	Disbursements	Encumbrances	Closing Balance
Scholarship/Endowments	4825.03	0	0	0	4825.03
Class Accounts	104914.44	26351.11	29629.07	27000	74636.48
Clubs (Ski)	12497.79	29377	25681.95	0	16192.84
School Service and Escrow	23,020.56	6464.34	7782.42	10000	11,702.48
TOTALS	145257.82	62192.45	63093.44	37000	\$ 107,356.83

Checking Account Balance	\$ 144,356.83
Less Encumbrances	\$ 37,000.00
Total Balance after Encumbrances	\$ 107,356.83

* Total Balance after Encumbrances should equal closing balance

Central Bucks School District
 Student Activity Fund: Central Bucks HS East

For The Quarter Ending : 3/31/2012

Account	Opening Balance	Receipts	Disbursements	Encumbrances	Closing Balance
Scholarship/Endowments	0	0	0	0	0
Class Accounts	31493.73	8352.76	11834.18	27000	1012.31
Clubs	131448.85	215598.86	191449.97	155000	597.74
School Service and Escrow	91134.53	82230.07	11736.6	131208.73	30419.27
TOTALS	254077.11	306181.69	215020.75	313208.73	32029.32

Checking Account Balance	\$ 345,238.05
Less Encumbrances	\$ 313,208.73
Total Balance after Encumbrances	\$ 32,029.32

* Total Balance after Encumbrances should equal closing balance

Central Bucks School District
Student Activity Fund
 Cental Bucks High School South
For The Quarter Ending :
 March 31, 2012

Account	Opening Balance	Receipts	Disbursements	Encumbrances	Closing Balance
Scholarship/Endowments	0.00	0.00	0.00	0.00	0.00
Class Accounts	30,392.51	11,167.90	17,009.59	14,000.00	10,550.82
Clubs	160,241.49	82,072.10	89,777.72	60,000.00	92,535.87
School Service and Escrow	88,061.81	79,618.51	25,616.07	89,000.00	53,064.25
TOTALS	278,695.81	172,858.51	132,403.38	163,000.00	156,150.94

Checking Account Balance \$ 319,150.94
 Less Encumbrances \$ 163,000.00
 Total Balance after Encumbrances \$ 156,150.94

* Total Balance after Encumbrances should equal closing balance

Central Bucks School District
 Student Activity Fund
 Central Bucks High School West
 For The Quarter Ending : 3/31/12

Account	Opening Balance	Receipts	Disbursements	Encumbrances	Closing Balance
Scholarship/Endowments	\$31,943.71	\$2,735.00	\$0.00	\$34,000.00	\$678.71
Class Accounts	\$12,507.04	\$12,426.54	\$12,032.72	\$9,000.00	\$3,900.86
Clubs	\$120,941.27	\$125,386.57	\$55,264.72	\$175,000.00	\$16,063.12
School Service and Escrow	\$22,904.61	\$3,449.50	\$6,641.61	\$8,000.00	\$11,712.50
TOTALS	\$188,296.63	\$143,997.61	\$73,939.05	\$226,000.00	\$32,355.19

Checking Account Balance	\$258,355.19
Less Encumbrances	\$226,000.00
Total Balance after Encumbrances	\$32,355.19

* Total Balance after Encumbrances should equal closing balance