

**CENTRAL BUCKS SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING**

December 3, 2012

7:30 p.m.

Paul B. Faulkner, President
Geryl D. McMullin, Vice President
Stephen A. Corr, School Director
James R. Duffy, School Director
John H. Gamble, School Director

Joseph M. Jagelka, School Director
R. Tyler Tomlinson, School Director
Kelly E. Unger, School Director
Jerel P. Wohl, School Director
Dr. Rodney Green, Superintendent

AGENDA

Pre-Board Meeting Performance Group – Jamison Elementary Chorus – 7:15 p.m.

1. **Call to Order/Pledge of Allegiance/Roll Call**
2. **Election of Temporary President**
3. **Election of Board Officers**
 - a. President
 - b. Vice President
4. **Recognition of Persons Wishing to Address the Board on Action Items**

This portion of the agenda is for citizens to address any questions or comments to the Board on action items. The Board will listen, take comments and questions under advisement, and not respond at this time. The presiding officer will refer questions to the Superintendent for research and response.
5. **Reports**
 - a. Superintendent p.04
 - b. Proposed 2013-14 Preliminary Budget p.05
 - c. Communications Committee p.06
 - d. Finance Committee p.07
 - e. Operations Committee p.09
 - f. I.U. Board p.10
 - g. Middle Bucks Institute of Technology p.15
6. **Recommendations for Action**
 - a. School Board Meeting Minutes – November 27, 2012 p.24
 - b. Proposed Preliminary 2013-2014 Budget for Public Inspection p.33
 - c. Tax Collector Settlement Agreement p.35
 - d. KCBA Architects for Professional Design Services Contract p.37
 - e. School Board Policies for First Reading p.41
 1. #114 – Programs for Gifted Students p.42
 2. #123 – Interscholastic Athletics p.44
 - f. Adoption of 2013 School Board Calendar p.48
 - g. Personnel Items p.50
 1. Resignations p.51
 2. Reinstatements p.51
 3. Unpaid Leaves of Absence p.51
 4. Long-Term Substitute Teachers p.51
 5. Classification Changes p.51
 6. EDR Changes p.52

- h. Student Trips
 - 1. CB East Girls Winter Track team to The Armory-New York City, December 27, 2012 p.53
 - 2. CB East Girls Winter Track team to The Armory-New York City, January 4, 2013 p.55
 - 3. Tohickon Middle School 9th Grade Class to Washington, D.C., March 27, 2013 p.56

7. Information/Discussion Items

- a. School Board Calendar p.58

8. Recognition of Persons Wishing to Address the Board

This portion of the agenda is for citizens to address any questions or comments to the Board. The Board will listen, take comments and questions under advisement, and not respond at this time. The presiding officer will refer questions to the Superintendent for research and response.

9. Adjournment

**CENTRAL BUCKS SCHOOL DISTRICT
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December 3, 2012

PRE-BOARD MEETING PERFORMANCE GROUP – JAMISON ELEMENTARY CHORUS

- Directed by Elaine Copeland
- The ensemble includes sixty-five 5th and 6th grade students.
- Chorus participation is voluntary. Every 5th and 6th grade student is encouraged to join. There are no auditions.
- Rehearsals: 5th grade: 7:45 am to 8:30 am on Tuesday mornings; 6th grade: Thursday mornings. Three weeks before the concert, both groups rehearse together to practice singing in two-part harmony.
- The chorus sings a variety of music including: secular and patriotic songs; pop and Broadway; multicultural and folksongs; holiday secular songs.
- Concerts scheduled:
 - December 1: Warwick Township Community Park: *Hot Chocolate & Cookies with Santa* (Chorus sings Hanukah, Christmas, and Winter Songs.)
 - December 12: Winter Concert (along with Band and Orchestra)
 - March 6: Spectacular Chorus Concert
 - May Volunteer Tea

**CENTRAL BUCKS SCHOOL DISTRICT
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SUPERINTENDENT'S REPORT

Several items have been ongoing and will be covered in the action and discussion portions of this agenda.

1. **Communications committee** will be meeting Wednesday December 5 at 20 Welden. Please feel free to come out and join us as we continue to work to improve communications in the district.
2. There are **several concerts and plays** scheduled over the next few weeks. Students and staff have done a great job getting ready to perform. Please take the time to check out a concert or two this season!
3. **Winter sports** are getting ready to kick off. Hope you can see our students in action very soon.
4. **CB Cares Educational Foundation and United Way** have started their annual Giving Campaign. We support these great organizations and their efforts. I hope everyone will be able to participate. Thanks for helping!

**CENTRAL BUCKS SCHOOL DISTRICT
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Proposed 2013-2014 Preliminary Budget, David Matyas, Business Administrator

The initial budget presentation for the 2013-14 fiscal year looks at revenues from a state perspective to help determine if Central Bucks School District is likely to receive more, less, or the same amount of state subsidies in the future. For 2013-14, the state of Pennsylvania has many budget challenges to consider such as funding for the state retirement systems (PSERS and SERS) as well as potential reduction in federal revenues if the sequestration process is fully implemented on the federal level.

The proposed preliminary budget for CBSD is \$297,404,364 which is a 3.54% increase. Most of the increase associated with the 2013-14 budget is for mandated contributions into the school retirement system (PSERS). Another significant expense is a contribution into the district's capital improvement fund to maintain our school buildings. A long-term capital improvement plan is necessary moving forward as Act 1 tax reform limits the ability of school districts to pay for new debt obligations. The budget presentation will be posted on the district website. When the state budget spreadsheet is available for data entry, the budget in state format will be posted as well.

CENTRAL BUCKS SCHOOL DISTRICT
Communications Committee Minutes

November 7, 2012

MEMBERS PRESENT

Kelly Unger, Chair
Paul Faulkner
Joe Jagelka
Jerel Wohl

OTHERS PRESENT

Tyler Tomlinson	Ed Sherretta
Kevin Shillingford	Mary Ann Beltz
Amanda Mumford	Dr. Nancy Silvius
Jeanann Kahley	Dr. Rod Green
Carol Counihan	Jason Bucher
Community Members	

The communications committee meeting was called to order at 7:00 p.m. by Kelly Unger, Chairperson

PUBLIC COMMENT

Emmily Hobbs commented that she appreciated the twitter use for updates by the superintendent during the recent storm.

DISCUSSION/INFORMATION/ACTION ITEMS

Dr. Silvius presented a powerpoint on the results of the Administration Communications Audit which showed IC Messenger Email, Synervoice, School Website, and On-line Newsletters as the most used and effective communication methods. Future plans include getting all buildings consistent with use of on-line newsletter tool, twitter accounts for schools to enhance communications, and posting presentations from board meetings.

Ed Sherretta discussed the website analytics which showed unique page hits on the CBSD website and that the most viewed pages were the school pages.

MaryAnn Beltz and Dr. Green showed the improvements to the CBSD website. The improvements included better navigation and more consistency. Several pages had the improved look and news articles will now include a "share" button to allow readers to share on email, twitter, or facebook very easily. School pages are on the list for continued improvement as well. The committee reviewed the website, discussed possible other improvements, and consensus was to continue to move forward with the improvements.

Mrs. Unger asked members if they had any specific topics that they would like on the upcoming agenda. Continued website enhancements and Board Briefs as a possibility on CBSD website.

ADJOURNMENT

The meeting was adjourned at 8:34 p.m. The next meeting will be held on December 5, 7:00 p.m., 20 Welden Drive.

Minutes submitted by Dr. Rod Green, Superintendent and Administrative Liaison to the Communications Committee.

CENTRAL BUCKS SCHOOL DISTRICT
Finance Committee Minutes
November 27, 2012

Committee Members Present

Paul Faulkner, Chairperson
Jim Duffy, Member
Tyler Tomlinson, Member
Jerel Wohl, Member
Dave Matyas, Administrative Liaison
Susan Vincent, Administrative Liaison

Others Present

Steve Corr
Joe Jagelka
Geri McMullin
Kelly Unger
Dr. Rod Green
Scott Kennedy

Beth Darcy
Sherri Labs
Bill Jones
Nancy Jones
Kari Tyksinski
Jeff Garton

The Finance Committee meeting was called to order at 6:30 p.m. by Paul Faulkner, Chairperson

PUBLIC COMMENT

There was no public Comment

APPROVAL OF MINUTES

The October 23, 2012 Finance Committee meeting minutes were accepted as presented.

INFORMATION/ DISCUSSION/ACTION ITEMS

Paying for Capital Projects - The committee reviewed a draft report of money potentially available from the 2008 bond fund. As the CB East construction project nears completion, another update of available funds will again be presented to the committee as budgets involving contingencies and change orders become clearer.

As of the meeting date, about \$7.7M is available in the 2008 bond fund for new projects. From 1999 to the present, school boards have reserved about \$2.5M of bond fund proceeds for construction of a stadium at CB East. If that reserve continues into the future, then about \$5.2M would be available for new projects.

As the 2008 bond fund proceeds start to run out, the committee expressed commitment to the long-term capital fund as a way to provide revenue for future renovation projects without the need for taking on additional debt. Under Act 1, tax reform, it is difficult to incur more principal and interest payments without a community referendum to levy more taxes to cover the additional debt. The initial draft of the 2013-14 budget shows a transfer into the long-term capital account of \$2.3M. Yearly transfers ramping up to at least \$6M per year will be needed for the long-term capital fund to help avoid future borrowing.

TD Bank Contract - At the October Finance Committee meeting, it was recommended to award a contract to TD Bank as the new district depository. The contract has been reviewed by the solicitor and administration is currently working through some recommended language changes with the legal staff of TD Bank. The contract should be ready for Board review on January 8th 2013.

Food Service Letter of Attestation – The Pennsylvania Department of Education (PDE) is requiring each school district that contracts for food services to complete a letter indicating that the current food service contract can remain in force without any adjustments. The letter

reinforces that no financial adjustments are permitted to an existing food service contract as a result of the Healthy Hunger-Free Kids Act. If financial adjustments are needed, districts are required to re-bid the food services contract. No financial changes are needed in the contract with Aramark. This letter is another step added to the process of renewing a series of one-year contracts with Aramark (up to five years total). The Board will be asked to extending the food service contract with Aramark in the spring assuming Aramark continues to provide exemplary quality and service to our students.

Food Service Operations – Comparing October of 2011 to October of 2012, meals served is down by about 1,100 meals per day. The meal counts are starting to increase, but they are significantly behind last year's levels. The reason for the decline is the implementation of the Healthy Hunger-Free Kids Act which implements more whole grains and fruits and vegetables into student lunches. Revenues from food service operation are also down by about \$550 per day which impacts the amount of money available to offset food service utility expenses and custodial costs to maintain the cafeteria areas.

2013-14 Budget Update - Act 1 of 2006 requires school districts to publically post the budget for 20 days prior to the school board taking action to adopt the preliminary proposed budget on January 22, 2013. Act 1 also caps the amount a school district budget can increase from year to year. For fiscal year 2013-14 the Act 1 base limit is 1.7%. These means the millage rate can increase by 1.7% over 2012-13 levels. Since the school district mandated retirement contributions will be increasing by over 35%, well above the base inflation rate of 1.7%, the district qualifies for an Act 1 exception. An Act 1 exception allows school districts to increase the millage rate beyond the 1.7% base inflation rate because the retirement contributions are not under the control of local school boards. It is estimated that the retirement contribution exception could allow an additional millage increase of 1.3% for a total of 3%. The actual calculations for 2013-14 are not currently available from the Pennsylvania Department of Education (PDE) which is why we are using estimated data at this point in the budget cycle. As of 12/3/2012, the proposed preliminary budget is increasing by \$10,165,514. Of the increased amount, \$5.8M can be attributed to increased retirement system contributions. An additional \$2.3M is for contributions into the district long-term capital account to maintain our school buildings without the need to incur more debt. All other expenses amount to approximately \$2.1M which is a .7% increase over the 2012-13 budget. The committee directed administration to place the proposed preliminary budget in the amount of \$297,404,364 on the agenda for consideration.

Budget Transfers – The committee reviewed the proposed budget transfers for the 2012-13 fiscal year. The transfers were to make adjustments to the Title 1, Title 2, and Title 3 federal programs as well as move money from transportation salaries and benefits into transportation contracted services. The transportation adjustments were a result of contracting for an additional 44 school bus runs with First Student. The committee directed administration to place the budget transfers on the agenda for consideration.

ADJOURNMENT

The meeting was adjourned at 6:50 p.m. The next meeting will be held on December 19, 7:00 p.m., 20 Welden Drive. Minutes submitted by Dave Matyas, Business Administrator and Administrative Liaison to the Finance Committee.

CENTRAL BUCKS SCHOOL DISTRICT
Operations Committee Minutes
November 27, 2012

Committee Members Present

Steve Corr, Chairperson
Tyler Tomlinson, Member
Joe Jagelka, Member
Scott Kennedy, Administrative Liaison

Others Present

Jim Duffy
Geri McMullin
Dave Matyas
Dr. Rod Green
Ken Rodemer

Beth Darcy

The meeting was called to order at 5:40 PM by Steve Corr, Chairperson

PUBLIC COMMENT

None

APPROVAL OF MINUTES

The October 23, 2012 Operations committee minutes were accepted as presented.

INFORMATION/DISCUSSION/ACTION ITEMS

Scott Kennedy and Dr. Green reviewed their recent meeting with representatives of the Sports Commission. The Sports Commission is meeting on November 27th to discuss developing some advertising concepts to present to the school district.

Ken Rodemer distributed and reviewed the Operations Report.

Scott Kennedy presented an update as to the status of the new Board Room audio recording system. All equipment has been received. Installation will begin after the December 3rd Board Reorganization meeting.

Scott Kennedy distributed and reviewed the long range facility plan. The new plan details capital projects from 2013 through 2017. The Committee discussed the cost estimates and timeline for the CB East Stadium. For the benefit of the newer school board members, the Committee directed Scott Kennedy to present the history of the East stadium project at the next Operations Committee meeting.

Ken Rodemer presented an overview of the facility needs at Holicong MS. The committee discussed the Holicong MS renovation project and the need to begin the design so that Phase I could begin next summer. Scott Kennedy reviewed the proposal from KCBA for professional design services. The committee agreed to place this item on the agenda for Monday December 3, 2012.

ADJOURNMENT

The meeting was adjourned at 6:20 PM. The next meeting will be held on Wednesday, December 19, 2012, 5:30 pm - 20 Welden Drive.

Minutes submitted by Scott Kennedy, Director of Operations and Administrative Liaison to the Operations Committee.



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, October 16, 2012, at 7:04 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 Maria Baldwin's IU Special Learning Support Class at Maple Point Middle School in the Neshaminy School District.

ROLL CALL

ATTENDANCE:

Members

Mr. Michael Hartline, President (Centennial)
Ms. Patricia Sexton, Vice President (Council Rock)
Ms. Pamela Strange (Bensalem Township)
Mr. John Gamble (Central Bucks)
Mr. Ted Parker (Morrisville)
Mrs. Susan Cummings (Neshaminy)
Ms. Amanda Elefante (New Hope/Solebury)
Mrs. Carol Clemens (Palisades)
Dr. Peter Yarnell (Pennridge)
Mrs. Fern Strunk (Quakertown)

ABSENT:

Members

Mr. Charles Groff (Bristol Borough)
Mrs. Helen Cini (Bristol Township)
Mr. Christopher Cridge (Pennsbury)

OFFICERS:

Executive Director

Dr. Barry J. Galasso

Assistant Executive Director

Dr. Michael Masko

Treasurer

Mrs. Wendy L. Macauley

Secretary

Mrs. Elizabeth Bittenmaster

PRESENTATION: - Common Core State Standards

PROGRAMS & SERVICES MINI REPORT Dr. Michael Masko, Assistant Executive Director, provided the Programs & Services mini report on the Common Core State Standards, which was presented by Dr. Edwina Frasca-Stuart, Director of Staff and Program Development Services.

SPECIAL EDUCATION MINI REPORT - Ms. Diane Paul, Director of Special Education, provided the Special Education mini report on the Intermediate Unit's Homeless Children's Initiative.

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

PUBLIC PARTICIPATION None

Upon a motion by Mr. John Gamble, seconded by Ms. Amanda Elefante, and passed by unanimous voice vote, the Board approved item 1.

APPROVAL OF APPOINTMENTS

Approved the appointment of Mr. Ted Parker, Morrisville, to fulfill the unexpired term previously filled by Ms. Alina Marone, and the Appointment of Mrs. Fern Strunk, Quakertown, to fulfill the unexpired term previously filled by Mrs. Kelly Van Valkenburgh on the Bucks County Intermediate Unit #22 (BCIU) Board of School Directors.

Upon a motion by Mr. John Gamble, seconded by Ms. Amanda Elefante, and passed by unanimous voice vote, the Board approved items 2 through 24 (with the exception of item 19).

APPROVAL OF MINUTES

Approved the September 18, 2012 Board Meeting Minutes.

APPROVAL OF TREASURER'S REPORT

Approved the Treasurer's Report for the period of July 1, 2012 through September 30, 2012.

APPROVAL OF BILLS FOR PAYMENT

Approved the Bills for Payment for the month of September 2012.

APPROVAL OF BUDGET REVISION

Approved the Revision of the 2012-2013 Race To The Top - Phase 3 Budget in the amount of \$43,589.00 for the period of July 1, 2012 to June 30, 2013.

APPROVAL OF BUDGET REVISION

Approved the Revision of the Bucks County Drug & Alcohol Commission (BCDAC) SCA Prevention Services Grant Budget for the amount of \$42,331.00 for the period of July 1, 2012 to June 30, 2013.

APPROVAL OF GENERAL FUND AND SPECIAL REVENUE FUND TRANSFERS

Approved the General Fund and Special Revenue Fund Transfers to accommodate program changes in the amount of \$127,656.00 for the period of September 2012.

APPROVAL OF SPECIAL EDUCATION SERVICE CONTRACTS

Approved the Special Education Service Contracts with Bucks County School Districts and a Charter School for revenue in the amount of \$1,715,842.40 for the period of July 1, 2012 through June 30, 2013.

APPROVAL OF SPECIAL EDUCATION SERVICE CONTRACTS

Approved the Special Education Service Contracts with Out-of-County School Districts and a PA Virtual Charter School for revenue in the amount of \$94,612.36 for the period of July 1, 2012 through June 30, 2013.

APPROVAL OF EARLY CHILDHOOD SERVICE PROVIDER AGREEMENTS

Approved the 2012-13 Early Childhood Services Provider Agreements in the amount of \$488,319 for the period of July 1, 2012 through June 30, 2013.

APPROVAL TO RENEW INDEPENDENT CONTRACTOR AGREEMENT

Approved to Renew the Independent Contractor Agreement with Debra M. Kriete to provide assistance in obtaining E-Rate Funding for Telecommunications and Internet Access for the Intermediate Unit and its Regional Wide Area Network (RWAN) members in the amount of \$25,000 for the Funding Year 2013 (July 1, 2013 – June 30, 2014).

APPROVAL OF CONTRACTS AND PURCHASES

Approved the October 2012 Contracts & Purchases for the amount of \$31,668.30 for the period of October 2012 through September 2013.

APPROVAL OF MARKETING AND SERVICES AGREEMENT

Approved the Agreement between Northwest Evaluation Association and the Bucks County Intermediate Unit, pending solicitor's approval, for an open-ended time period and no budgetary impact.

APPROVAL OF GENERAL RELEASE OF EMPLOYMENT AGREEMENT

Approved the General Release of Employment Agreement for the period of October 16, 2012.

APPROVAL OF AGREEMENT

Approved the Agreement with Regina Katz for consulting services for the Bristol Township School District Keystones to Opportunity Grant in the amount not to exceed \$29,600.00 for the period of September 1, 2012 through June 30, 2013.

APPROVAL OF AGREEMENT

Approved the Agreement with Jennifer Rich for consulting services for the Bristol Township School District Keystones to Opportunity Grant in the amount not to exceed \$20,000.00 for the period of September 1, 2012 through June 30, 2013.

APPROVAL OF AGREEMENT

Approved the Agreement with Marybeth Alley for consulting services for the Bristol Township School District Keystones to Opportunity Grant in the amount not to exceed \$48,800.00 for the period of September 1, 2012 through June 30, 2013.

APPROVAL OF AGREEMENT

Approved the Agreement with John Clark, Consultant to Coordinate Upper Bucks Ombudsman Center in the amount of \$13,687.50 for the period of October 1, 2012 through June 30, 2013.

Upon a motion by Mr. John Gamble, seconded by Ms. Amanda Elefante, the Board approved item 19 with 9 Yeas, 0 Nays and 1 Absention.

APPROVAL TO ENTER INTO LEASE AGREEMENTS

Approved to Enter into Lease Agreements for classroom and office space at W.H. Davis Elementary School from Centennial School District, pending solicitor's approval, in the total amount of \$60,000 for the period of September 1, 2012 through August 31, 2013.

APPROVAL OF AGREEMENTS

Approved the 2012-2013 Title I Nonpublic Remedial Reading Instruction Agreements with Bristol Township, Central Bucks, Morrisville and Quakertown Community School Districts in the amount of \$53,340.78 for the period of August 31, 2012 to June 30, 2013.

APPROVAL TO ACCEPT PROPOSAL

Approved the Acceptance of the proposal for auditing services and completion of Form 1024 to apply for non-profit status for the Bucks County Limited Health Care Consortium Trust with Maillie, Falconiero and Company, LLP for an amount of \$3,000 for the 2011-2012 Audit and \$2,000 for Non-Profit Status for the period of July 1, 2012 through June 30, 2013.

APPROVAL OF ASSIGNMENT FOR BUCKS COUNTY SCHOOLS COOPERATIVE PURCHASING BID AWARD

Approved the assignment of the Bucks County Schools Cooperative Purchasing Group Bid #12-115 Award from ISObunkers, LLC to PAPCO, Inc. for the period of October 1, 2012 through June 30, 2013 at no cost in excess of the original award.

APPROVAL OF CONTRACT

Approved the Contract with Tranzon/Alderfer Auction to conduct the auction and sale of the properties located at 280 & 302 Red Cedar Drive, Levittown, PA 19053, pending solicitor's approval, in the amount of \$15,000 plus sales commission during the Fall 2012.

APPROVAL OF VARIOUS HUMAN RESOURCES ITEMS

Approved the various Human Resources items (a through d).

INFORMATION ITEM – Transportation Contracts

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

OLD BUSINESS - None

NEW BUSINESS - None

PUBLIC PARTICIPATION - None

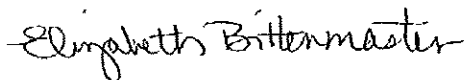
Upon a motion by Mr. John Gamble, seconded by Ms. Amanda Elefante, and passed by unanimous voice vote, the Board adjourned the meeting.

ADJOURNMENT

The meeting adjourned at 8:00 p.m.

NEXT MEETING

The next regularly scheduled meeting of the Bucks County Intermediate Unit Board of School Directors is: Tuesday, November 20, 2012 at 7:00 p.m. at the Tawanka Learning Center, 2055 Brownsville Road, Langhorne, PA 19053.



Elizabeth Bittenmaster, Board Secretary
Bucks County Intermediate Unit #22
Board of School Directors

MIDDLE BUCKS INSTITUTE OF TECHNOLOGY
EXECUTIVE COUNCIL MINUTES
October 8, 2012

- I. The regular meeting of the MBIT Executive Council was convened on Monday, October 8, 2012, at 5:31 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 and observed a moment of silence in remembrance of Mr. Nathan Burkit, MBIT Construction Carpentry Teacher. The following members were in attendance:

Council Members

Ms. Katherine Driban, Centennial S.D.
 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.
 Mrs. Kelly Unger, Central Bucks S.D.
 Mr. John Vaughn, New Hope-Solebury S.D.

Absent

Mr. Charles Kleinschmidt, Centennial S.D.

Others in Attendance:

Dr. Raymond Boccuti, MBIT Superintendent of Record, New Hope-Solebury S.D.
 Mr. Rick D. 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
 Dr. Thomas Viviano, Assistant Director

- II. Guests at the meeting included Dr. Rodney Green, Superintendent of Central Bucks School District, Mr. Anthony Rogers, Construction Carpentry Teacher Candidate, Brad Rosenau, Commercial Art & Design Teacher/Middle Bucks Education Association President and Michael Sykes, Building Trades Occupations Teacher.
- III. Mr. Gamble introduced Dr. Rodney Green, the new Superintendent of Central Bucks School District. The board members and administrators introduced themselves to Dr. Green. Mr. Gamble announced that Aspirations, the student run restaurant, opens this Wednesday, October 10 at 12:00 PM. He reminded everyone that you need a reservation and said the meals are fantastic.
- IV. Ms. Driban mentioned that she loved the article written by Manasee Wagh about MBIT and how we are expanding. She felt the article hit on a lot of our key strengths, including how many certifications our kids earn and the percentage that go on to post-secondary school. She said these are key things that the Council has talked about and that need to be brought back to the home districts to really reinforce that MBIT is a great place to be,

is our satellite school and we need to utilize it more. She also likes to see the tweets that are included in the Press coverage packet because she likes to go back to the hash tags and read some of the articles that are posted.

Mrs. Heenan thanked the school for hosting Congressman Fitzpatrick's Veterans Committee this past week and said we are now approved to provide training to Veterans. She noted this is a fairly significant accomplishment and would like to have a celebration. The Lower Bucks Chamber of Commerce is very interested in partnering with MBIT to make other chambers aware of our status. She thanked the school for being proactive in so many different venues. Mrs. Heenan also thanked the school for the detailed report provided in the packet, and said it is quite helpful. Mr. Gamble thanked Mrs. Heenan for her work in getting the school's approval across the finish line, and said it was absolutely fantastic and without her help it would not have happened. Mrs. Heenan credited the individuals who put the application document together.

- V. Ms. Driban moved, Mrs. Huf seconded, passed 7 ayes, 0 nays, 1 abstention (Mrs. Unger was not present at the meeting) to approve the minutes of the September 10, 2012 meeting. Attachment 1 (pg. 1-1)

VI. Routine Business

A. Administrative Report

1. Dr. Viviano provided a report on the October 1, 2012 enrollment. This information included overall enrollment, enrollment by district and grade, a historical perspective, enrollment trends, adult day program and special education enrollment, enrollment by race and gender and a list of the programs that are at full capacity. He also distributed and discussed a report on the 2010 Census Data regarding the sending districts.

Highlights included that we have 824 students enrolled at MBIT, which represents a 2.9% increase over last year. We have a 45.6% Special Education population and there are 9 adult day students.

Dr. Viviano also distributed and discussed a copy of the Special Education Memorandum of Understanding between Middle Bucks Institute of Technology and the sending districts. The state recommended that we have a Memorandum of Understanding with our sending districts regarding special needs. It took about two years to complete and he thinks we are the first in the state to have a document like this.

Discussion included the following:

- The students are placed in sessions based on their grade and level. Cosmetology is at full capacity because it is historically a popular program and Welding is at full capacity because the teacher has made a big effort to market his program.

- Ms. Driban expressed interest in having MBIT do a presentation at a Centennial School Board meeting. It was noted that MBIT did a fantastic presentation at the Central Bucks School Board meeting and it was suggested that all of the sending districts have them do a presentation at their board meetings.
 - The Voyages Program and Spirit Program students are IU students.
 - To consider marketing to home schooled students.
 - The sending school Guidance Counselors becoming more involved in the process to enroll students at MBIT. Mrs. Strouse noted that we hold an in-service every year in December for the Guidance Counselors. We have a two hour presentation, they tour new programs, we feature programs that need enrollment and give them a tour and an overview of everything going on at the school. Our best marketing tool is the students, because most of them learn about Middle Bucks from their friends. It was asked if we track which Guidance Counselors send students to MBIT. Mrs. Strouse said we don't, but easily could.
 - A student from a charter school can attend MBIT if the charter school agrees to pay tuition.
 - We are partnering with the Boy Scouts to hold meetings here and to do projects here to market to young middle school students. Mrs. Strouse noted that the Boy Scouts offer merit badges for almost every program that we teach here. This is our first year partnering with them.
 - The Summer Career Exploration program had strong enrollment this year. It is a chance for middle school students to come to the school and spend a week with us to learn about an occupation and complete a project. The students enrolled are primarily from Central Bucks School District.
 - Consider marketing to the parochial elementary schools.
2. Mr. Hansen provided an update on the Solar Energy project. He said that another solar provider was interested in developing a solar project at MBIT and there was data going back and forth with them. Last week, Mr. Dave Turner of Tangent Energy, our initial vendor that we had an agreement with back in 2010-2011, came forward with a different business model. They are delivering the same package that they proposed previously and would like to move forward on the project with MBIT. Tangent is asking for a 90-day exclusive right to develop the project and they will provide us with the 4KW trainers that we had asked for as part of our original deal, to allow us to create a photovoltaic program. The educational piece helped us to get accessory use to build this project under the Warwick Township zoning ordinance. The Warwick Township zoning ordinance is actually based on the MBIT project. We set a standard for buffering, hedging and edging that they have not seen before and they were very impressed with it. They loved the whole concept of the plan. Tangent would like to start the project as soon as possible once we get an approval and if we can and give them the 90-day exclusive right to develop the project.

Discussion included the following:

- The other company, Advanced Conservation, is putting together a business model. We are still passing data back and forth with them and we don't have any idea as to what the cost would be or what the package would include. With Tangent, we have the opportunity to move forward with our original plan. We lost this project because of a time constraint issue and because we couldn't get the investment tax credit money. It was very disappointing. This project would give us the opportunity to teach this technology to our high school students as well as create an adult educational training program. Green jobs are extremely important in Pennsylvania and this would be an added plus.
- This is something that was already voted on we are going back to what was already agreed upon. With the other company, we are at the starting line and with Tangent we are at the finish line. If we agree, we can move forward and get the project built so the students can start to learn this technology and at the same time the school will be going green and powering down off of the grid.
- We are asking for a 90-day exclusive and if at the end of the 90 days, Tangent can't put their package together, we are free to pursue other vendors. As a part of the deal, Tangent has promised us that we will get a 4KW trainer and the Inverter whether we move forward with them or not at the end of the 90 days.
- Tangent is going to Warwick Township to get the permit renewals. They did all of the engineering on this project and probably put \$60,000 into the initial engineering. The permit fees are sitting in escrow at Warwick Township. They are going to bring the KW Trainers here and are negotiating the deal with PECO on the Inverters and the system setup. The 90 days gives them a window that they can work with and still gives us the opportunity to speak to another vendor if needed.
- Attorney Andrew Cohn reviewed the initial contract and did the research on the financial stability of Tangent and their investors. The Executive Council requested that it be done again because of changes with the economy and stability.
- The Council needs to see the new agreement in writing because it's different than the original agreement.
- Tangent has completed projects in multiple sites across the state, including the Career Institute of Technology and the Colonial School District. They also moved into New York, Maryland, Delaware and the PJM Network, so they are not just a regional company.
- This project is different from the project in Centennial because we want to teach the technology here, not just to use it and Centennial wanted an energy savings.
- The original deal was not viable for us because we were going to the private capital markets to do the job and there was a collapse of

- the renewable energy credit market and the state held back the money on the investment tax credit and the grant money.
- The only fees we paid were our attorney fees to look at the contract.
 - The cost of the solar equipment has dropped considerably.
 - We will ask Tangent to come to the next meeting speak with the Executive Council.
 - Distributing the agreement and information about the viability of Tangent to the board in advance of the board packet so they can review it.
 - The Bucks County Economic Redevelopment Authority has had very little productivity with photovoltaic fields.
 - Exclusive means you won't enter into another agreement with anyone else during the 90-day period. The other vendor can work on a plan and be prepared to bring it to the table in the early part of next year if this one falls apart.
 - The election could change the landscape of this one way or the other.
 - It was asked that the Executive Council be sent the old agreement and all of the minutes related to this matter.
 - The old agreement is not viable now because it's lapsed, but it will form the basis for the new agreement if the Executive Council would like to proceed.
 - Reaching out to the Bucks County Redevelopment Authority to see where they currently are because there is a sizeable grant coming in relevant to Veterans training and we should also try to partner with Bucks County Community College for an Articulation Agreement.
 - MBIT is an active member of the Bucks County Green Jobs Academy and we have taught weatherization programs here. Our facility staff and teachers in our Construction Career Cluster have taken a green advantage course.

Mr. Vaughn left the meeting at 6:14 PM.

- B. Ms. Driban moved, Mrs. Heenan seconded, passed unanimously, to receive and file MBIT's update including activities/events, correspondence and related matters as per Attachment 3 (pg. 3-1)
- C. Committee Reports
1. Dr. Raymond Boccuti, Chairperson of the Professional Advisory Council said that they enjoyed meeting Dr. Green, their new colleague, and welcoming him to his first meeting. Dr. Boccuti appreciated the Enrollment Report and noted that the Superintendents spend a great deal of time with Mrs. Strouse talking about what they can do, not only individually in their school districts, but collectively to support getting more enrollment at MBIT. Regarding the discussion about guidance counselors, and speaking for his district, he said that discussion starts at their middle school with their middle school guidance counselor and continues straight through the high school. It's a part of everything they do

to prepare their students going forward. So while they are a smaller district, their total number has been increasing every year and they are proud of that and are going to try to keep it going. He noted that the Superintendents try to support Mrs. Strouse in any way they can and will continue to do so.
Attachment 4 (pg. 4-1)

2. Mrs. Bernadette Heenan, Chairperson of the Building, Security and Technology Committee reported that the minutes are contained in the packet. Mr. Gamble added that the tour was fantastic and a great job was done on the facilities. Attachment 5 (pg. 5-1)
 3. Mrs. Betty Huf, Chairperson of the Program, Policy and Personnel Committee, noted we are one of the first schools in the state to complete a draft of the newly required date violence policy. It is a new policy that was developed for the protection of the students. Also, the Director has invited the Pennsylvania School Boards Association to conduct contract negotiations training for the Executive Council on November 8. Attachment 6 (pg. 6-1)
 4. Ms. Katherine Driban, Chairperson of the Finance Committee meeting, said to see the minutes for the report. Attachment 7 (pg. 7-1)
- D. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to approve the Cash Payments Report for September. Attachment 8 (pg. 8-1)
- E. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to approve the Treasurer's Reports for August. Attachment 9 (pg. 9-1)

Discussion included:

- The pension and the Bucks/Montgomery County Health Care Consortium payments are large ones.
- Mr. Vining gave an update on the Health Care Consortium. They are meeting monthly and have formed committees. They have a Wellness Committee that is putting together a wellness plan. He is a part of the Benefits Committee and they are talking about the auxillary benefit plans and are trying to put together a dental and vision program with a plan start date of July 1.
- The \$78,000 dollar payment is a monthly benefit payment for all of the employees who are in the health care program.

VII. Current Agenda Items

A. Personnel Items

1. Ms. Driban moved, Mrs. Heenan seconded, passed unanimously, to ratify the resignation of Susan Cook, Health Occupations Teacher, effective September 26, 2012.
2. Ms. Driban moved, Mrs. Heenan seconded, passed unanimously, to ratify Carole Miller, as Substitute Health Occupations Teacher, at a rate of \$33.74/hour, effective September 13, 2012 through October 5, 2012.

3. Ms. Driban moved, Mrs. Heenan seconded, passed unanimously, to approve the employment of Gina Boccella, as Health Occupations Teacher, effective October 8, 2012 at Step 4, Level A (\$52,962 pro-rated).
4. Ms. Driban moved, Mrs. Heenan seconded, passed unanimously, to approve the part-time employment of Mary Eckert, as Resource Specialist - Health, for no more than 400 hours per school year, at a rate of \$35.75/hour, with statutory benefits, effective October 29, 2012.
5. Ms. Driban moved, Mrs. Heenan seconded, passed unanimously, to approve the employment of Anthony Rogers, as Construction Carpentry Teacher, effective October 22, 2012 at Step 8, Level B (\$65,317.00 pro-rated).
6. Ms. Driban moved, Mrs. Heenan seconded, passed unanimously, to approve the following teacher to serve in the role of Mentor Teacher in accordance with the teachers' contract at an annual rate of \$800 for the 2012-2013 school year.
 - a. John Fala
7. Ms. Driban moved, Mrs. Heenan seconded, passed unanimously, to ratify the resignation of Tina Bria, Toddler Assistant Group Leader, Li'l Bucks Partners in Learning, effective October 5, 2012.
8. Ms. Driban moved, Mrs. Heenan seconded, passed unanimously, to ratify the employment of Brittany Gibson, as full-time Toddler Assistant Group Leader, Li'l Bucks Partners in Learning, at a rate of \$9.50/hour, with benefits, effective October 8, 2012.
9. Ms. Driban moved, Mrs. Heenan seconded, passed unanimously, to approve the part-time employment of Madison Dorfman, student in the Early Childhood Care and Education Program, to work in a co-op position as Toddler Room Aide, at a rate of \$8.00/hour, effective October 9, 2012.
10. Ms. Driban moved, Mrs. Heenan seconded, passed unanimously, to approve the part-time employment of Alena Volosevich, student in the Early Childhood Care and Education Program, to work in a co-op position as Preschool Aide, at a rate of \$8.00/hour, effective October 22, 2012.
11. Ms. Driban moved, Mrs. Heenan seconded, passed unanimously, to approve the qualifying leave of absence consistent with Policy #435.1 – Family and Medical Leave for Sandra Fitzpatrick, Special Needs Coordinator, effective October 9, 2012.
12. Ms. Driban moved, Mrs. Heenan seconded, passed unanimously, to approve the following teacher to serve in the role of Advisor in accordance with the teachers' contract at an annual rate of \$1000 for the 2012-2013 school year.
 - a. Randall McDowell – PBA

13. Ms. Driban moved, Mrs. Heenan seconded, passed unanimously, to approve the Occupational Advisory Committee (OAC) Members for the 2012/13 school year. Attachment 10 (pg. 10-1)
14. Ms. Driban moved, Mrs. Heenan seconded, passed unanimously, to ratify employment of the additional fall 2012 Adult Evening School staff. Attachment 11 (pg. 11-1)
15. Ms. Driban moved, Mrs. Heenan seconded, passed unanimously, to approve the additions to the substitute staff listing for the 2012-13 school year. Attachment 12 (pg. 12-1)

B. Policies

1. FIRST READING

Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to accept for first reading new Board Policy No. 252, Dating Violence, in the Pupils Section. Attachment 13 (pg. 13-1)

Discussion included the following:

- Administration received a legislative update with information of the need to develop this policy. We contacted the Pennsylvania School Boards Association and they gave us the guidelines of how this policy should look. This policy had to be review by two organizations that support education against dating violence, so it was sent to NOVA and A Women's Place for them to review it before it came to the Executive Council.
- The policy is more relevant to the educational and training aspect and empowering people to know to step forward if they have a problem. If a student shares a problem, then the school has an obligation to report it and to tell employees what to look for and who to call.
- The policy is proactive after the recent case in Delaware County.

2. ADOPTION

Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to adopt the following revised Board Policies and Administrative Regulation:
Attachment 14 (pg. 14-1)

- a. Revised Policy No. 201 – Admission of Students – Pupils Section
- b. Revised Policy No. 210 – Use of Medications – Pupils Section
- c. Revised Policy No. 213 – Assessment of Student Progress – Pupils Section
- d. Revised Policy No. 216 – Student Records – Pupils Section
- e. Revised Policy No. 218.1 – Terroristic Threats/Acts – Pupils Section
- f. Revised Policy No. 246 – Student Wellness – Pupils Section
- g. Administrative Regulation No. 707-R – Use of Facility Procedures

C. Other Matters for Consideration

1. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to approve the CIW Academy Renewal and License for the Web Page, Digital Multimedia & Information Resources Design program at a cost of \$675.00. Attachment 15 (pg. 15-1)
2. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to approve "Introduction to Multimedia" by Glencoe copyright 2011, ISBN 978-0-07-894271-6 as the primary textbook for the Multimedia Technology program for 2012-13 school year.
3. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to approve the contract between PSBA (Pennsylvania School Boards Association and Middle Bucks Institute of Technology. Attachment 16 (pg. 16-1)
4. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to approve Charlotte Danielson as an in-service provider on November 6, 2012, for a cost of \$4,650.00 to be shared (\$1,162.50 per school) by the four Career and Technical Education School in Bucks and Montgomery Counties.

VIII. Ms. Driban moved, Mr. Jagelka seconded, passed unanimously, to adjourn the October 8, 2012 meeting of the MBIT Executive Council at 6:33 PM.

Respectfully submitted,

Bernadette Heenan
Board Secretary

Roberta Jackiewicz
Assistant Board Secretary

**REGULAR SCHOOL BOARD MEETING
CENTRAL BUCKS SCHOOL DISTRICT**

November 27, 2012

The Central Bucks Board of School Directors held its meeting on Tuesday, November 27, 2012 in the Board Room of the Educational Services Center with President Paul Faulkner presiding. The meeting was called to order by President Faulkner at 7:34 p.m., followed by the Pledge of Allegiance. Dr. Green thanked Mr. Joseph Stellino and the Tohickon 21 Chamber Ensemble for performing before the Board meeting. Mr. Faulkner announced that the Board met in Executive Session prior to this school board meeting to discuss negotiations and tax litigation. Mr. Faulkner asked for a moment of silence for the recent death of Holly Berry Huynh who was a 4th grade student at Groveland Elementary School and for the recent death of the husband of CB South Special Education teacher Rachel Lang-Edwards.

BOARD MEMBERS PRESENT

Paul Faulkner, President; Geryl McMullin, Vice President; Stephen Corr; James Duffy; Joseph Jagelka; Tyler Tomlinson; Kelly Unger; Jerel Wohl

BOARD MEMBERS ABSENT

John Gamble

ADMINISTRATORS PRESENT

Dr. Rodney Green, Dr. David Weitzel, Dr. Nancy Silvious, Scott Kennedy, Gilbert Martini, David Matyas, Dale Scafuoro, and Edward Sherretta

ALSO PRESENT

Jeffrey Garton, Solicitor; Sharon Reiner, School Board Secretary

ACADEMIC SPOTLIGHT

Mary Renner, Supervisor of Special Education, and Jaime Martin, teacher for the Del Val Program, reviewed the program for students with disabilities on the Delaware Valley College Campus which is in its second year of implementation. The program provides 19-21 year old students the option of continuing their education in a setting with age appropriate peers and opportunities to develop and reinforce the independent life and work skills necessary for post-secondary success. A major element of the program is a mentoring component which brings our students together with college age students. This collaboration has proven successful not only for our students but also for students majoring in secondary education at Del Val.

PUBLIC COMMENT

There was no Public Comment on Agenda Action items.

SUPERINTENDENT'S REPORT

Dr. Green reported that the special education department presented thirteen parent workshop sessions at Bridge Valley Elementary School on utilizing iTouch and iPad technology to reinforce academics, social skills, communication and organization at home. The CBSD website has been improved with more consistent navigation and consistency between pages. "Upcoming Events" and a share button are available. Professional development for our staff over the last few weeks has been well received. Professional development is helpful to staff to keep up with the curriculum changes and to stay abreast of new ideas in best practices for instruction.

APPROVAL OF MINUTES

Motion by Stephen Corr, supported by Joseph Jagelka, to approve the minutes of the November 13, 2012 school board meeting.

Motion Approved 8-0.

TREASURER'S REPORT

Motion by Stephen Corr, supported by Jerel Wohl, to approve the Treasurer's Report for the month of October 2012, including the summary of budgetary transfers, new investments, and the payment of bills as follows:

BUDGETARY TRANSFERS

FROM:	5900 - 800	Budget Reserve - Contingency	319,376
TO:	1400 - 100	Alternative Ed - Salaries	252,160
	1400 - 600	Alternative Ed - Supplies	14,325
	2200 - 500	Instructional Support - Other Purch Services	212
	2800 - 100	Support Services - Salaries	43,141
	3300 - 300	Community Services - Purch Professional Services	9,538

FROM:	2200 - 600	Instructional Support - Supplies	5,000
	5900 - 800	Budget Reserve - Contingency	80,991
TO:	1100 - 100	Instruction - Salaries	64,845
	2200 - 500	Instructional Support - Other Purch Services	21,146

FROM:	5900 - 800	Budget Reserve - Contingency	3,382
TO:	1400 - 100	Alternative Ed - Salaries	1,382
	2200 - 300	Instructional Support - Purch Professional Services	2,000

FROM:	2700 - 100	Transportation - Salaries	1,041,000
	2700 - 200	Transportation - Fringes	590,000
	2700 - 400	Transportation - Property Services	37,000
	2700 - 600	Transportation - Supplies	356,000
TO:	2700 - 500	Transportation - Other Purch Services	1,960,000

NEW INVESTMENTS

General Fund

Category	Purchase Date	Principal	Maturity Date	Rate	Yield	Bank Name
PSDLAF CD	10/1/2012	\$245,000.00	3/28/2013	0.40%	\$477.92	Everbank, FL
MBS CD	10/3/2012	\$245,000.00	10/3/2013	0.35%	\$857.50	Mizuho Corporate Bank USA New York
MBS CD	10/11/2012	\$245,000.00	10/11/2013	0.40%	\$980.00	Synovus Bank, Columbus, GA
MBS CD	10/12/2012	\$245,000.00	4/12/2013	0.40%	\$488.66	State Bank of India, New York

EXPENDITURES FOR OCTOBER 2012

General Fund

Checks October 2012	\$ 2,820,970.52
Electronic Payments	\$13,764,852.82
Transfers to Payroll	<u>\$ 7,534,757.63</u>
	\$24,120,580.97

Other Funds

Capital (net voids)	\$ 1,330,872.69
Food Service	<u>\$ 32,908.10</u>
	\$ 1,363,780.79

TOTAL ALL FUNDS \$25,484,361.76

Motion Approved 7-0-1. (Geryl McMullin)

COMPREHENSIVE PLAN

Motion by Stephen Corr, supported by Geryl McMullin, to approve the Central Bucks School District Comprehensive Plan to be submitted to the Pennsylvania Department of Education on November 30, 2012.

Motion Approved 8-0.

PERSONNEL ITEMS

Motion by Stephen Corr, supported by Geryl McMullin, to approve resignations, unpaid leaves of absence, appointment of support staff, appointment of long-term substitute teachers, appointment of long-term per diem substitute teachers, appointment of community school staff, classification changes, appointment of per diem substitute teachers, homebound instructors, educational assistants, substitute secretaries and substitute bus drivers as presented.

RESIGNATIONS

Name: Elaine M. Cronin
Position: Special Education Assistant – Bridge Valley Elementary School
Effective: November 19, 2012

Name: Christine Doubet
Position: Duty Assistant – Holicong Middle School
Effective: November 13, 2012

Name: Jeanne Senour
Position: Educational Assistant – Cold Spring Elementary School
Effective: November 23, 2012

Name: Rebecca L. Smith
Position: Science teacher – Unami Middle School
Effective: November 21, 2012

UNPAID LEAVES OF ABSENCE

Ashley Cumberland Elementary teacher – Barclay Elementary School
March 8, 2013 – August 2013

Whitney Diluigi Elementary teacher – Jamison Elementary School
February 1, 2013 – August 2013

Moira Downey-Miller Special Education teacher – Warwick Elementary School
February 1, 2013 – August 2013

Katey Frankel Special Education teacher – Tamanend Middle School
January 2, 2013 – August 2013

Colleen Haag Science teacher – Unami Middle School
January 31, 2013 – August 2013

Jill Hock Elementary teacher – Butler Elementary School
April 13, 2013 – August 2014

Quinn Hofmann Elementary teacher – Gayman Elementary School
November 12, 2012 – January 10, 2013

Melissa Kassel Elementary teacher – Butler Elementary School
February 6, 2013 – August 2013

Donna Kikelhan Special Education teacher – Lenape Middle School
February 1, 2013 – August 2013

Melissa Mauer Elementary teacher – Barclay Elementary School
January 19, 2013 – April 18, 2013

Linda McGuigan Chemistry teacher – Central Bucks High School – East
January 2, 2013 – August 2012

Aileen Orchinik Biology teacher – Central Bucks High School – East and West
December 3, 2012 – January 16, 2013

Lorraine Smith Elementary teacher – Bridge Valley Elementary School
February 4, 2013 – April 30, 2013

APPOINTMENTS

Name: Cassandra Claycomb
Position: Special Education Assistant – Central Bucks High School – West
\$13.60 per hour
Effective: November 7, 2012

Name: Michele Croasdale
Position: Personal Care Assistant – Lenape Middle School
\$11.90 per hour
Effective: October 24, 2012

Name: Cynthia Davis
Position: Personal Care Assistant – Central Bucks High School – West
\$11.90 per hour
Effective: November 8, 2012

Name: Jessica Rosen
Position: Personal Care Assistant – Central Bucks High School – West
\$11.90 per hour
Effective: November 8, 2012

LONG-TERM SUBSTITUTE TEACHERS

Name: Kelly Caster
Assignment: Special Education teacher – Bridge Valley Elementary School
\$21,729 per annum (B+0 credits, Step 1)
Effective: February 1, 2013 until the end of the 2012-2013 school year

Name: Kelly Day
Assignment: Elementary teacher – Butler Elementary School
\$21,276 per annum (B+0 credits, Step 1)
Effective: August 29, 2012 until the end of the 1st semester of the 2012-2013 school year

Name: Amanda Jablonski
Assignment: Science teacher – Tohickon Middle School
\$32,819 per annum (B+0 credits, Step 1)
Effective: November 12, 2012 until the end of the 2012-2013 school year

Name: Benjamin McComsey
Assignment: Elementary teacher – Butler Elementary School
\$44,137 per annum (B+0 credits, Step 1)
Effective: August 29, 2012 until the end of the 2012-2013 school year

Name: Danielle Weber
Assignment: Special Education teacher – Lenape Middle School
\$24,566 per annum (M+0 credits, Step 1)
Effective: February 1, 2013 until the end of the 2012-2013 school year

LONG-TERM PER DIEM SUBSTITUTE TEACHERS

Name: Polly Breithaupt
Assignment: Elementary teacher – Gayman Elementary School
\$180 per day
Effective: November 12, 2012 – January 11, 2013

Name: Katelyn Cipressi
Assignment: Elementary teacher – Linden Elementary School
\$180 per day
Effective: November 26, 2012

Name: Wayne Finkbeiner
 Assignment: Physics teacher – Central Bucks High School – West
 \$180 per day
 Effective: November 26, 2012

Name: Sharon Graff
 Assignment: Biology teacher – Central Bucks High School – West
 \$180 per day
 Effective: December 3, 2012

Name: Casey R. Hughes
 Assignment: Health/PE teacher - Holicong Middle School
 \$180 per day
 Effective: November 26, 2012

Name: Danielle Kennedy
 Assignment: Elementary teacher – Titus Elementary School
 \$180 per day
 Effective: October 26, 2012

Name: Ray Riley
 Assignment: Health & PE teacher – Central Bucks High School – South
 \$180 per day
 Effective: November 12, 2012 – January 31, 2013

COMMUNITY SCHOOL STAFF

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Patricia Graham	Instructor/Before/After School Program	\$17.00/hour
Kimberly Dando	EA/Before/After School Program	\$13.60/hour
Emily Gibson	EA/Before/After School Program	\$13.60/hour
Harrison Jannotti	Assistant Swim Coach (SAL)	\$14.90/hour
Jacob Wallace	EA/Before/After School Program	\$13.60/hour

CLASSIFICATION CHANGES

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Brian Daly	Assistant Coach South \$13.90 Per Hour	Head Coach (SAL) South \$17.00 Per Hour	11/1/12
Michael Lichter	Lifeguard East \$8.90 Per Hour	Diving Coach Asst East \$13.90 Per Hour	10/18/12
John McCaffery	Assistant Coach South \$14.90 Per Hour	Head Coach (SAL) South \$16.00 Per Hour	11/12/12

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Angela Jacobs	Staff Accountant Administrative Center \$62,268 Per Annum	Senior Accountant Administrative Ctr \$66,750 Per Annum	12/1/12
Cheryl Rubanich	Accounting Supervisor Administrative Center \$63,878 Per Annum	Accounting Superivsor Administrative Center \$67,600 Per Annum	12/1/12
Suzanne Vincent	Asst Director of Bus Ser Administrative Center \$104,884 Per Annum	Director of Finance Administrative Center \$111,000 Per Annum	12/1/12

The following long term elementary and secondary substitutes have been awarded Temporary Professional Employee status:

<u>Name</u>	<u>Assignment</u>	<u>TPE Status</u>
Emily L. Coombs	Elementary teacher	1.0
Jacqueline F. Cross	Elementary teacher	1.0
Christina m. Donnelly	Elementary teacher	1.0
Claire A. Emery	Elementary teacher	1.0
Sarah K. Faix	Special Education teacher	1.0
Laura M. Fornwald	Elementary teacher	1.0
Joseph J. Heine	Elementary teacher	1.0
Courtney S. Nolan	Student Support Counselor	1.0
Ellen J. Stemler	Elementary teacher	1.0
Amanda Teeter	Elementary teacher	1.0
Adrienne M. Woll	Special Education teacher	1.0
Patrick Balkit	Social Studies teacher	1.0
Katrina Bradley	World Language teacher	1.0
Geoffrey Campbell	Special Education teacher	1.0
Marshall Claffy	World Language teacher	1.0
Brandy Cooley	World Language teacher	.8
Kristen Davidson	Special Education teacher	1.0
Ashleigh Deluca	English teacher	1.0
Erin Filter	Special Education teacher	1.0
Katherine Gehrens	Special Education teacher	1.0
Korilynn Grady	Math teacher	.78
Amanda Guminski	World Language teacher	1.0
Alysa Jardine	English teacher	1.0
Karen Keim	Science teacher	1.0
Alison Lewis	English teacher	1.0
Nancy Magee	ESL teacher	1.0
Erin Marks	English teacher	1.0
Theresa Mercer	Chemistry teacher	1.0
Lauren Myrtetus	Certified School Nurse	1.0
Marissa Nagle	Science teacher	.8/.2LTS
Aileen Orchinik	Biology teacher	1.0
Colleen Pacenski	Special Education teacher	1.0

Elizabeth Schwartz	World Language teacher	1.0
Jamie Shapiro	World Language teacher	.6
Kali Short	English teacher	.8
Steven Siliani	Special Education teacher	1.0
Sarah Smith	Special Education teacher	1.0
Erica Sobotka	Science teacher	1.0
Stephen Stilianos	Chemistry teacher	.5/.5LTS
Gabrielle Stitz	Social Studies teacher	.625/.375LTS
Stephanie Thomas	English teacher	1.0
Christopher Villante	Music teacher	1.0
Kurt Wachowski	Special Education teacher	1.0
Karen Wiley	Social Studies teacher	1.0
Ashley Zanolini	World Language teacher	1.0

PER DIEM SUBSTITUTE TEACHERS

Elizabeth Aitken	Amy Freeman	Mary McBride
Kristal Alexander	Alexandria Galambos	Eileen McNamee
Susan Arbogast	Erica Ganther	Tracey Mills
Lynn Ashton	Elizabeth Gidwani	Kristin Murphy
Emily Auld	Marne Gladstone	Marian Nangle
Marjorie Barrett	Jill Goldcamp	Meghan O'Kane
David Beatty	Emil Gombosi	Nicole Pasquarella
Grace Benson	Colleen Guippone	Sandra Propato
Shelly Bik Early	Mary Patricia Harron	Michelle Rabin
Sara Elisabet Bromberg	Alexia Harstine	Joan Romesburg
Sharon Bubis	Abby Heller	Jessica Rosen
Trisha Cadungon	Patricia Henderson	Jacquelyn Rosenbaum
Kevin Carr	April Heskeyahu	Carly Rosenthal
Michael Castro	Sunny Hwang	Heather Saltzman
Michael Cione	Gina Irving	Brian Schlessinger
Ashley Clark	Meghan Johnston	Michelle Schopf
Barbara Coffey Perez	Amanda Kohler	Stephanie Serbun
Claudia Derian	David Labold	Sharon Sharkey
Ryan Dos Reis	Mikaela Lanford	Diane Stahl
Andrew Dowd	Corey Latsch	Emily Stevens
Jesse Dunn	Erin Litzenberger	Kathleen Sweeney
Margaret Ellis	Cristina Lopiccolo	Kara Vivacqua
Ashley Figaniak	Pamela Lunny	Shannon Wasilewski
Theresa Fiorelli	Kirsten Lynd	Jennifer Weaver
Lindsay Fisher	Harris Martin	Ryan Wolcott

HOMEBOUND INSTRUCTORS

Emily Auld	Jill Goldcamp	Emily Stevens
Sara Elisabet Bromberg	Emil Gombosi	Ryan Wolcott
James Davis	Susan Lockwood	
Elizabeth Gidwani	Michelle Rabin	

PER DIEM SUBSTITUTE EDUCATIONAL ASSISTANTS, SUBSTITUTE SECRETARIES
AND SUBSTITUTE BUS DRIVERS

Substitute Educational Assistants:

Matt Bamford	Meredith Krupnick
Colleen Bily	Rosemary Laurie
Teri Conklin	Carol Magee
Maria Corkery	Kelly Magee
Renee Douglass	Susan Manion
Monica Durning	Lisa Monaghan
Melissa Garges	Camay Morgan
Theresa Gibson	Jacqueline Swales
Sejal Kaneria	Nageswari Venugopal
Ramandeep Kaur	Robin Weiss

Substitute Secretary:

Carmel Gilmore

Substitute Bus Drivers:

William Glenn
Leslie Thompson

Motion Approved 8-0.

STUDENT TRIPS

Motion by James Duffy, supported by Kelly Unger, to approve the following student trips:

- CB West Madrigal Choir to the White House, Washington, D.C. on March 7, 2012.
- CB West Chamber Choir to the National Gallery of Art, Washington, D. C. on December 16, 2012.
- CB West Chamber Choir to the White House Ellipse, Washington, D. C. on December 18, 2012.
- CB South Cheerleading Team to Orlando, FL on February 7-11, 2013.

Motion Approved 8-0.

STAFF WORKSHOPS

Motion by Stephen Corr, supported by Jerel Wohl, to approve Mr. Sherretta to attend the Pennsylvania Technology Workshop in Hershey, PA on February 11-12, 2013.

Motion Approved 8-0.

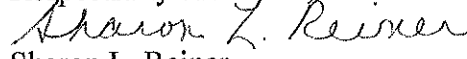
PUBLIC COMMENT

There was no Public Comment.

There being no further business before the Board, motion by Stephen Corr, supported by Joseph Jagelka, to adjourn at 8:04 p.m.

Motion Approved 8-0.

Respectfully submitted,


Sharon L. Reiner
Board Secretary

**CENTRAL BUCKS SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING**

December 3, 2012

FOR ACTION: Post the Proposed Preliminary 2013-2014 Budget for Public Inspection

The school board will consider adopting a resolution authorizing administration to publicly post the proposed preliminary budget for fiscal year 2013-14 in the amount of \$297,404,364. Act 1 of 2006 requires school districts to publically post the budget for 20 days prior to the school board taking action to adopt the preliminary proposed budget on January 22, 2013. Act 1 also caps the amount a school district budget can increase from year to year. For fiscal year 2013-14 the Act 1 base limit is 1.7%. This means the millage rate can increase by 1.7% over 2012-13 levels. Since the school district mandated retirement contributions will be increasing by over 35%, well above the base inflation rate of 1.7%, the district qualifies for an Act 1 exception. An Act 1 exception allows school districts to increase the millage rate beyond the 1.7% base inflation rate because the retirement contributions are not under the control of local school boards. It is estimated that the retirement contribution exception could allow an additional millage increase of 1.3% for a total of 3%. The actual calculations for 2013-14 are not currently available from the Pennsylvania Department of Education (PDE) which is why we are using estimated data at this point in the budget cycle. As of 12/3/2012, the proposed preliminary budget is increasing by \$10,165,514. Of the increased amount, \$5.8M can be attributed to increased retirement system contributions. An additional \$2.3M is for contributions into the district long-term capital account to maintain our school buildings without the need to incur more debt. All other expenses amount to approximately \$2.1M which is a .7% increase over the 2012-13 budget.

RECOMMENDATION:

The administration is recommending that the Board approve the Resolution authorizing the administration to post the proposed Preliminary 2013-2014 Budget for public inspection.

CENTRAL BUCKS SCHOOL DISTRICT

**Resolution Authorizing Proposed Preliminary Budget
Display and Advertising
and Authorizing Referendum Exception**

RESOLVED, by the Board of School Directors of Central Bucks School District, as follows:

1. The School District shall make the Proposed Preliminary Budget available for public inspection at least 20 days before the date scheduled for adoption of the Preliminary Budget.

2. At least 10 days before the date scheduled for adoption of the Preliminary Budget, the Secretary shall advertise a Preliminary Budget Notice. The notice shall be advertised once in a newspaper of general circulation and shall be available for public inspection at the administrative offices of the School District.

3. The Act 1 base index applicable to the School District as calculated by the Pennsylvania Department of Education (PDE) is 1.7 %. The Preliminary Budget Proposal assumes that the School District will receive approval for use of one or more Act 1 real estate tax referendum exceptions. The School District shall take all steps required to obtain PDE approval for the referendum exceptions contemplated in the Preliminary Budget Proposal, including advertising once in a newspaper of general circulation and placing on the School District internet website Act 1 Referendum Exception Notice in substantially the form as presented to the School Board.

CENTRAL BUCKS SCHOOL DISTRICT

ATTEST:

Secretary

By: _____
President

**CENTRAL BUCKS SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING**

December 3, 2012

FOR ACTION: Tax Collector Settlement Agreement

CBSD has been in litigation with the elected real estate tax collectors over the past several years. The Court has ruled that the District owes back pay of wages from July 1, 2010 through August 31, 2012. From July 2010 through August 2012 the district paid the elected real estate tax collectors \$.72 per bill instead of \$3.50 per bill as a result of the Commonwealth Court ruling. In August of 2012, the State Supreme Court overturned the Commonwealth Court ruling thus reinstating pay at \$3.50 per tax bill and the need for retroactive payment. The attached settlement agreement provides the District will pay back pay, but no interest on the back pay. It also provides that both parties agree to not appeal the court ruling and the pay going forward will be \$3.50 per tax bill as it is currently.

RECOMMENDATION:

The administration is recommending approval of the settlement agreement with the elected real estate tax collectors for back pay during the period of July 1, 2010 through August 31, 2012.

SETTLEMENT AGREEMENT AND RELEASE

Pursuant to this settlement agreement and release (the "Agreement"), Sherry Labs, Denise Betts, Nancy Jones, John P. Mohan, Carol Scarborough, and Kari Williams Tyksinski (collectively the "Central Bucks Tax Collectors"), and Defendant Central Bucks School District Board of School Directors (the "Central Bucks School Board"), intending to be legally bound, hereby agree to the following terms of settlement with regard to the litigation pending in the Court of Common Pleas of Bucks County, Pennsylvania, known as *Labs, et al. v. Central Bucks School District Board of School Directors*, No. 09-04824-31 (the "Litigation").

1. By December 16, 2012, the Central Bucks School Board shall pay the Central Bucks Tax Collectors the following amounts indicated in the Court's Order entered in the Litigation on November 28, 2012, covering back pay to the Central Bucks Tax Collectors from July 1, 2010 through August 31, 2012:

a.	Kari Tyksinski	\$24,182.39
b.	Carol Scarborough	\$49,345.71
c.	Nancy Jones	\$47,890.09
d.	Sherry Labs	\$39,407.18
e.	John Mohan	\$65,965.01
f.	Denise Betts	\$47,046.56

2. The Central Bucks Tax Collectors agree to waive the payment of any interest on the foregoing amounts.

3. The Central Bucks Tax Collectors and the Central Bucks School Board agree not to appeal the Court's Order of November 28, 2012, or the Court's Order of November 16, 2012.

4. Going forward, the Central Bucks School Board agrees to pay \$3.50 per real estate tax bill to the Central Bucks Tax Collectors for the period of September 1, 2012 through June 30, 2014, consistent with the Order entered in the Litigation on October 9, 2009.

5. The Central Bucks Tax Collectors agree that upon payment of the amounts in Paragraph 1 above, they will dismiss the Litigation against the Central Bucks School Board, and release the Central Bucks School Board from any claim for additional payment for the collection of real estate taxes, except for payments as provided herein, covering the period of July 1, 2010 through June 30, 2014.

_____ Date: _____ _____ Date: _____
Kari Tyksinski Sherry Labs

_____ Date: _____ _____ Date: _____
Carol Scarborough John Mohan

_____ Date: _____ _____ Date: _____
Nancy Jones Denise Betts

CENTRAL BUCKS SCHOOL DISTRICT BOARD OF SCHOOL DIRECTORS

_____ Date: _____
Board President

**CENTRAL BUCKS SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING**

December 3, 2012

FOR ACTION: Professional Design Services

The Central Bucks School District's long range facility plan includes renovating the original (1971) section of the Holicong Middle School. This area of the building has inefficient HVAC systems, areas requiring MEP upgrades, ADA accessibility issues, and outdated learning environments. The plan calls for a multi-year renovation project to address these concerns. We need a design firm to address these issues and once construction documents are completed, the project will go out to bid. KCBA Architects have worked with the district for several years very successfully. The pricing on this contract is competitive and within our budget for the project.

RECOMMENDATIONS:

The administration is recommending the award of a contract to KCBA Architects for professional Design Services for renovations to the Holicong Middle School.



November 20, 2012

Mr. John Giannini
Capital Projects Coordinator
Central Bucks School District
Operations Center - Facilities and Construction
320 West Swamp Road
Doylestown, PA 18901

RE: Holicong Middle School Professional Services Proposal

Dear John:

Thank you for the opportunity to submit this proposal to provide architectural and engineering services to renovate Holicong Middle School. Our team has very much enjoyed working with the district during the preliminary phasing process and we look forward to continuing our work together.

Per our previous communications, we have structured this proposal into two primary components. First, we present a scope of work and fee to provide full professional services to undertake the work identified in the attached document titled "Budget Phase 1- Summer 2013". Second, we present a scope of work and fee to undertake schematic design for the balance of the renovation project which is identified in the initial project summary dated 10/08/12 that was provided by the school district. This approach will enable the district to immediately begin the work in Phase 1 while structuring the nature and sequence of the balance of the work to be constructed in two subsequent phases.

A. Full Professional Services for Phase 1

This first component consists of professional services to undertake the scope of work identified in the attached document titled "Budget Phase 1-Summer 2013". It encompasses full architectural and engineering services to refine the project program, document the renovations, coordinate the bid process, and administer construction. Our services during this component consist of the following:

A1. Included Services:

- Architectural design
- Code analysis
- Structural engineering (as required)
- Mechanical engineering
- Plumbing engineering
- Sprinkler engineering
- Electrical engineering
- Data engineering
- Acoustical consulting



Mr. John Giannini
November 20, 2012
Page 2

- Coordination with PDE (if necessary)
- Coordination with other separately contracted consultants such as civil engineer (if necessary)
- Cost estimating
- Technical specifications
- Coordination of division "0" and "1" with district
- Unlimited meetings
- Bid administration (four prime contracts)
- Construction administration

A2. Excluded Services

- Asbestos or other environmental consulting
- Any civil or site related engineering

A3. Fee

KCBA will perform the scope of services noted above (titled "A. Full Professional Services for Phase 1" for a fixed fee of \$182,400.

A4. Notes

- Our basic fee includes at no additional cost to the district:
 - Overtime
 - Travel
 - Normal U.S. postage
 - Document handling
- Reimbursable Expenses will be billed with no mark-up by KCBA:
 - Document reproduction
 - Fees paid to approval agencies
 - Fees for express delivery services such as UPS
- The fee noted above is based on the attached scope and budget document titled "Budget Phase 1– Summer 2013".

B. Schematic Design Services for Phases 2 and 3

This second component consists of schematic design services for the balance of the work described in the district's project summary of 10/08/12 that is not completed as part of Phase 1. This effort will finalize the scope for the entire renovation project and determine how it will be distributed and scheduled in potentially two additional bid and construction processes. Our services during this component consist of the following:

B1. Included Services:

- Survey and document existing conditions in Phase 2 and 3 project areas
- Evaluate Phase 2 and 3 project areas for replacement of equipment and finishes
- Conduct code analysis of Phase 2 and 3 project areas
- Analyze and complete schematic design of renovated/replaced mechanical, electrical, plumbing, fire suppression, and data systems
- Analyze and provide recommendations for acoustics in auditorium and music rooms
- Analyze and provide recommendations for theater equipment



Mr. John Giannini
November 20, 2012
Page 3

- Develop schematic budget
- Develop schematic construction phasing options
- Collaborate with district to review budget and phasing options; prioritize and structure work to be completed in Phases 2 and 3
- Produce a set of schematic level documents based on the agreed upon breakdown of work for Phases 2 and 3

B2. Fee

KCBA will perform the scope of services noted above (titled "B. Schematic Design Services for Phases 2 and 3") for a fixed fee of \$72,430.

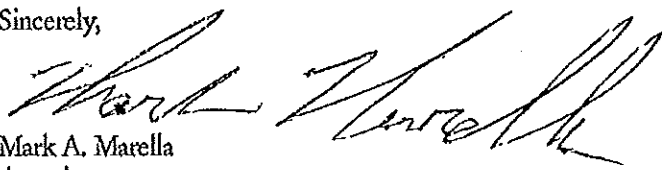
B3. Notes

- Our basic fee includes at no additional cost to the district:
 - Overtime
 - Travel
 - Normal U.S. postage
 - Document handling
- Reimbursable Expenses will be billed with no mark-up by KCBA:
 - Document reproduction
 - Fees paid to approval agencies
 - Fees for express delivery services such as UPS
- Upon completion of the work noted above and identification of the breakdown of work for Phases 2 and 3, KCBA will present a fee proposal to Central Bucks School District to document, bid, and administer construction for Phases 2 and 3.

If the terms of this proposal are acceptable, KCBA will prepare an AIA short form contract.

Thank you again for the opportunity to submit this proposal. KCBA is honored and excited to continue our long-term relationship with the Central Bucks School District. If you have any questions or need any additional information, please feel free to contact me.

Sincerely,


Mark A. Marella
Associate

Attachments

cc: Les Bucher/KCBA
Jay Clough/KCBA

**CENTRAL BUCKS SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING**

December 3, 2012

FOR ACTION: Policies for First Reading

Revision to Policy No. 114: GIFTED EDUCATION

The policy now includes a statement on caseload and class size as required by Chapter 16, Gifted Regulations.

Revision to Policy No. 123: INTERSCHOLASTIC ATHLETICS

The changes in this policy reflect recent legislation related to the management of concussions and sudden cardiac arrest for school aged athletes. Districts are required to provide parents, students and coaches information about signs, symptoms and treatment. In addition the District has developed guidelines that address education, removal from play, return to play and coaches' responsibilities related to concussions and sudden cardiac arrest.

This policy also now includes the School District's responsibility to report to the PA Department of Education the interscholastic athletic opportunities and treatment for male and female secondary school students for the preceding school year.

RECOMMENDATION:

The administration is recommending policies #114 and #123 be tabled so that the proposed policies can be posted on line and discussed at appropriate committee meetings.

CENTRAL BUCKS SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: PROGRAMS FOR GIFTED
STUDENTS

ADOPTED: July 23, 2002

REVISED: September 27, 2011

114. PROGRAMS FOR GIFTED STUDENTS	
<p>1. Authority SC 1371 Title 22 Sec. 4.28, 16.1 et seq</p>	<p>In accordance with the Board's philosophy to develop the special abilities of each student, the Board requires that appropriate instructional programs be conducted to meet the needs of gifted school-age students.</p> <p>The Board directs that the district's gifted education program shall provide the following:</p>
<p>Title 22 Sec. 16.21</p>	<p>1. System to locate and identify all students within the district who are thought to be gifted and in need of specially designed instruction.</p>
<p>Title 22 Sec. 16.21</p>	<p>2. Screening and evaluation process that meets state requirements to determine students' educational needs.</p>
<p>Title 22 Sec. 16.21, 16.22</p>	<p>3. Procedures to determine whether a student is mentally gifted including the written report of the Gifted Multidisciplinary Team (GWR).</p>
<p>Title 22 Sec. 16.23, 16.32</p>	<p>4. Gifted Individualized Education Plan (GIEP) developed for each student based on student needs.</p>
	<p>5. Safeguards for the due process rights of gifted students.</p>
<p>2. Guidelines</p>	<p>Eligibility of candidates for gifted programs shall be evidenced by achievement in school work; designated scores on tests measuring intellectual ability and aptitude; and recommendations of teachers, psychologists, administrators, and supervisors familiar with the demonstrated ability of the student.</p>
	<p><u>Awareness Activities</u></p>
<p>Title 22 Sec. 16.21</p>	<p>The Superintendent or designee shall annually conduct awareness activities to inform parents/guardians of school-aged children of its gifted education services and programs, and how to request these services and programs.</p>

<p>3. Delegation of Responsibility</p>	<p>Awareness activities may include providing written notice of the district's gifted program through local newspapers, other media and the district website.</p> <p><u>Caseloads/Class Size</u> The Superintendent or designee shall develop and implement procedures, in conjunction with the building principals and other appropriate school personnel, to annually assess the delivery of gifted education within the District in order to comply with current state regulations on class size and case load limits and to provide the services required in each GIEP.</p> <p>The Superintendent or designee shall develop administrative regulations to implement this policy.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 1371</p> <p>State Board of Education Regulations – 22 PA Code Sec. 4.28, 11.12, 16.1 et seq.</p> <p>Board Policy – 113</p>
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CENTRAL BUCKS SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: INTERSCHOLASTIC
ATHLETICS

ADOPTED:

REVISED:

123. INTERSCHOLASTIC ATHLETICS	
1. Purpose	<p>The Board recognizes the value of a program of interscholastic athletics as an integral part of the total school experience for all district students and to the community.</p> <p>While athletics can contribute to each student's full development, athletic activities should not interfere with academic requirements nor should such activities be emphasized at the expense of academic performance.</p>
2. Definition	<p>For purposes of this policy, the program of interscholastic athletics shall include all activities relating to competitive or exhibition sport contests, games or events involving individual students or teams of students when such events occur between schools within this district or outside this district.</p>
3. Authority Title 22 Sec. 4.27	<p>It shall be the policy of the Board to offer opportunities for participation in interscholastic athletic programs to male and female students on as equal a basis as is practicable and in accordance with State regulations.</p>
SC 511	<p>The Board shall approve a program of interscholastic athletics and shall require that all facilities utilized in that program, whether or not the property of this Board, properly safeguard both players and spectators and are kept free from hazardous conditions.</p> <p>The Board shall determine the standards of eligibility to be met by all students participating in an interscholastic program. Such standards shall require that each student, before participating in any interscholastic activity, be covered by student accident insurance; be in good physical condition; be free of injury, as determined by the district physician.</p> <p>The Board further adopts those eligibility standards set by the Constitution of the Pennsylvania Interscholastic Athletic Association.</p>

<p>24 PS Sec. 5223, 5333</p>	<p>Each school year, prior to participation in an interscholastic athletic activity, every student athlete and his/her parent/guardian shall sign and return the acknowledgement of receipt and review of the following:</p> <ol style="list-style-type: none"> 1. Concussion and Traumatic Injury Information Sheet. 2. Sudden Cardiac Arrest Symptoms and Warning Signs. <p>In addition, the District will develop guidelines, in accordance with School Code, to provide for the prevention, detection and treatment of concussions sustained while participating in an athletic activity. The District will also develop guidelines for prevention and recognition of sudden cardiac arrest in student athletes.</p>
<p>4. Guidelines</p>	<p><u>Physical Examinations of Participants in Secondary Interscholastic Athletics</u></p> <p>No student may participate in an interscholastic sport during the academic year, either practice session or competition, without providing written certification from a licensed physician, certified school nurse practitioner, or physician assistant that the student has been examined and approved for participation in that sport.</p> <p>Students who wish to participate in more than one sport during the same academic year must be re-examined and certified by a physician, school nurse practitioner, or physician assistant for each sport prior to participation.</p>
<p>SC-1603-C</p>	<p>A student's initial physical examination during the academic year should be conducted by the family physician, except in cases of economic hardship when the school physician will conduct the exam. Examinations for recertification during the same year may be conducted by the school physician.</p> <p><u>Male/Female Athletic Opportunities Report</u></p> <p>By October 15 of each year, on the designated disclosure form, the Superintendent or designee shall report to the PA Department of Education the interscholastic athletic opportunities and treatment for male and female secondary school students for the preceding school year.</p> <p>By November 1 of each year, the completed disclosure form shall be made available for public inspection during regular business hours and posted on the district's website.</p> <p>The availability of the completed disclosure form shall be announced by posting a notice on school bulletin boards, in the school newspaper, on any electronic mailing list or list serve, and by any other reasonable means.</p>

Administrative Guidelines to Policy #123 : Concussion Management and Athletics

- The District will hold informational meetings prior to the start of each athletic season for all competitors competing in high school athletic activities regarding concussions and other head injuries. The training will include the importance of proper concussion management, and how preseason baseline assessments can aid in the evaluation, management and recovery process. All students will take an Impact test once a year as part of the concussion management program. Team coaches are also expected to attend these sessions with their respective student athletes.
- All coaches, middle and high school, are required to complete the concussion management program certification training course offered by the Center for Disease Control and Prevention and the National Federation of State High School Associations. A coach will not coach an athletic activity until the training course is completed.
- The District will also offer pre-season sessions for parents of student athletes which will provide the same information being presented to student athletes.
- A student who, as determined by a game official, coach from the student's team, certified athletic trainer, licensed physician or other official designated by the District, exhibits signs or symptoms of a concussion or traumatic brain injury while participating in an athletic activity shall be removed by the coach from participation at that time. A parent or guardian will be notified when such determination is made as soon as possible.
- The coach shall not return a student to participation until the student is evaluated and cleared for return to participation in writing by an Appropriate Medical Professional.
 - The District defines an *Appropriate Medical Professional* as a licensed physician who is trained in the evaluation and management of concussions or a licensed or certified health care professional trained in the evaluation and management of concussions and designated by a licensed physician.
- A coach found in violation of the provisions of this policy related to removal from play and return to play shall be subject to the following penalties:
 - For a *first* violation, suspension from coaching any athletic activity for the remainder of the season.
 - For a *second* violation, permanent removal from that coaching or extra-duty position or any other extra-duty position in the future.

Administrative Guidelines to Policy #123: Sudden Cardiac Arrest

- A student who, as determined by a game official, coach from the student's team, certified athletic trainer, licensed physician, or other official designated by the district, exhibits signs or symptoms of sudden cardiac arrest while participating in an Athletic Activity shall be removed by the coach from participation at that time.
- Any student known to have exhibited signs or symptoms of sudden cardiac arrest prior to or following an athletic activity shall be prevented from participating in athletic activities.
- The coach shall not return a student to participation until the student is evaluated and cleared for return to participation in writing by a licensed physician.
- All coaches shall annually, prior to coaching an Athletic activity, complete the sudden cardiac arrest training course offered by a provider approved by the PA Department of Health. A coach will not coach an athletic activity until the training course is completed.
- A coach found in violation of the provisions of this policy related to removal from play and return to play shall be subject to the following penalties:
 - For a **first** violation, suspension from coaching any athletic activity for the remainder of the season.
 - For a **second** violation, permanent removal from that coaching or extra-duty position or any other extra-duty position in the future.

**CENTRAL BUCKS SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING**

December 3, 2012

FOR ACTION: Adoption of 2013 School Board Calendar

A schedule of School Board meetings need to be published each year in a newspaper of general circulation. For Board meeting dates for 2013, we still planning that second and fourth Tuesdays at 7:30 p.m. will continue as Board meeting nights with a few adjustments. In March, the fourth Tuesday would conflict with Passover, so there would be one meeting in March. June, July and August, there is just one board meeting each month scheduled. With the December meeting so close to November, we scheduled just one meeting in November. So the schedule would look like this:

January 8, 22
Feb 12, 26
March 12
April 9, 23
May 14, 28
June 11
July 9
Aug 27
September 10, 24
Oct 8, 22
Nov 12
Dec 2

The Board will also have committee meetings set up around this schedule. So, if needed, a Board meeting could be scheduled in conjunction with a committee meeting.

RECOMMENDATION:

The administration is recommending approval of the 2013 School Board Calendar.

The Central Bucks Board of School Directors will hold its regular public Board meetings for calendar year 2013 at the Central Bucks Educational Services Center, 16 Welden Drive, Doylestown, PA., 7:30 p.m. The December 2, 2013 meeting will be a combined Reorganization Meeting and Board Meeting.

The dates of the meetings are as follows:

2013 BOARD MEETINGS

Tuesday, January 8, 2013
Tuesday, January 22, 2013

Tuesday, February 12, 2013
Tuesday, February 26, 2013

Tuesday, March 12, 2013

Tuesday, April 9, 2013
Tuesday, April 23, 2013

Tuesday, May 14, 2013
Tuesday, May 28, 2013

Tuesday, June 11, 2013

Tuesday, July 23, 2013

Tuesday, August 27, 2013

Tuesday, September 10, 2013
Tuesday, September 24, 2013

Tuesday, October 8, 2013
Tuesday, October 22, 2013

Tuesday, November 12, 2013

Monday, December 2, 2013

**CENTRAL BUCKS SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING**

December 3, 2012

FOR ACTION: Personnel Items

The following pages include resignations, reinstatements, unpaid leaves of absence, appointment of long-term substitute teachers, classification changes, and EDR changes.

RECOMMENDATION:

The administration is recommending that the Board approve resignations, reinstatements, unpaid leaves of absence, appointment of long-term substitute teachers, classification changes, and EDR changes as presented.

RESIGNATIONS

Name: Carol Aubin
Position: General Secretary – Unami Middle School
Effective: November 28, 2012

Name: Tracey Priscilla Rose
Position: Duty Assistant – Lenape Middle School
Effective: December 14, 2012

REINSTATEMENTS

Name: Cynthia Cross
Position: Special Education Assistant – Groveland Elementary School
\$16.20 per hour
Effective: December 10, 2012

UNPAID LEAVES OF ABSENCE

Alicia Farren Elementary teacher – Bridge Valley Elementary School
February 1, 2013 – August 2013

Lauren Lafferty Elementary teacher – Linden Elementary School
February 25, 2013 – May 20, 2013

Amanda Lovell Elementary teacher – Bridge Valley Elementary School
February 1, 2013 – August 2013

LONG-TERM SUBSTITUTE TEACHERS

Name: Alicia Tagye
Assignment: Special Education teacher – Warwick Elementary School
21,502 per annum (B+0 credits, Step 1)
Effective: February 1, 2013 until the end of the 2012-2013 school year

CLASSIFICATION CHANGES

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Michele Schamp	Receptionist (10 month) East No Change In Salary	Guidance Sec (12 month) South No Change In Salary	11/16/12
Marianne Tagye	Duty Assistant East No Change In Salary	Receptionist East No Change In Salary	11/26/12

**CENTRAL BUCKS SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING**

December 3, 2012

FOR ACTION: Student Trips

The CB East Girls Winter Track team is planning to travel to The Armory in New York City to participate in a track invitational meet on December 27, 2012. Approximately 30-40 athletes and three coaches plan to travel to New York. There is no cost to the athletes.

The CB East Girls Winter Track team is planning to travel to The Armory in New York City to participate in a track competition on January 4, 2013. Approximately 20-30 athletes and two coaches plan to travel to New York. There is no cost to the athletes.

The Tohickon Middle School 9th grade class is planning to travel to Washington, D. C. to visit the monuments and museums on March 27, 2013. The students will be required to visit at least four monuments and two museums. Washington, D.C. ties in perfectly to the 9th grade curriculum. Approximately 370 students, fifteen teachers, and fifty parents will travel to Washington, D.C. The cost of the trip will be \$40 per student. Provisions have been made available for those unable to pay.

RECOMMENDATION:

The administration is recommending that the Board approve the CB East Girls Winter Track team to travel to The Armory in New York City on December 27, 2012 and January 4, 2013, and the Tohickon Middle School 9th grade trip to visit monuments and museums in Washington, D.C. on March 27, 2013 as presented.



CENTRAL BUCKS SCHOOL DISTRICT
FIELD TRIP REQUEST —Board of School Directors Permission
 For Major Metropolitan Areas (New York City, Washington, D.C.)

DATE of REQUEST 11/28/12

PERMISSION IS REQUESTED TO FACILITATE A FIELD TRIP TO
 DESTINATION(S) NYC - The Army Track & Field
 ADDRESS(ES) 216 Fort Washington Ave, NY 10032
 DATE(S) Thursday Dec 27, 2012

NAME OF SCHOOL CB EAST
 SCHOOL GROUP (Band, Debate, Sports Team, etc.) GIRLS WINTER TRACK
 NAME OF SCHOOL GROUP SPONSOR Sam Loscivelli SPONSOR SIGNATURE [Signature]
 NUMBER OF STUDENTS IN GROUP 65 NUMBER OF STUDENTS PARTICIPATING IN TRIP 30-40
 COST TO EACH STUDENT 0 PROVISION FOR THOSE UNABLE TO PAY 0

MEANS OF FUNDING TRIP No Cost
 NUMBER OF TEACHERS 3 NUMBER OF PARENTS 0 = TOTAL NUMBER CHAPERONES 3
Coaches

PARENT PERMISSION SLIPS FOR PARTICIPATING STUDENTS MUST BE ON FILE IN THE OFFICE OF THE PRINCIPAL PRIOR TO THE FIELD TRIP.

EDUCATIONAL PURPOSE FOR TRIP (Include objective, invitation, if applicable):
This is just a track invitational meet. Competition

PLEASE ATTACH A DETAILED ITINERARY.

TRANSPORTATION **Bus Company CBSD school bus
 Airline (Name of Carrier) _____
 Other (Specify) _____

**Approved Private School Bus and Chartered Bus vendor verified by the Central Bucks Transportation Department.

PRINCIPAL SIGNATURE [Signature] SCHOOL CB EAST
 DATE 11.29.12

BOARD PRESIDENT SIGNATURE _____ APPROVAL DATE _____



CENTRAL BUCKS SCHOOL DISTRICT
FIELD TRIP REQUEST —Board of School Directors Permission
 For Major Metropolitan Areas (New York City, Washington, D.C.)

DATE of REQUEST 11/28/12

PERMISSION IS REQUESTED TO FACILITATE A FIELD TRIP TO

DESTINATION(S) NYC - The Armory
 ADDRESS(ES) 216 Fort Washington Ave New York 10032
 DATE(S) 1/4/13

NAME OF SCHOOL CB EAST
 SCHOOL GROUP (Band, Debate, Sports Team, etc.) Girls Winter Tracks
 NAME OF SCHOOL GROUP SPONSOR Sam Lovell SPONSOR SIGNATURE [Signature]
 NUMBER OF STUDENTS IN GROUP 65 NUMBER OF STUDENTS PARTICIPATING IN TRIP 20-30
 COST TO EACH STUDENT 0 PROVISION FOR THOSE UNABLE TO PAY 0

MEANS OF FUNDING TRIP 0
 NUMBER OF TEACHERS 2 NUMBER OF PARENTS 0 = TOTAL NUMBER CHAPERONES 2
Coaches

PARENT PERMISSION SLIPS FOR PARTICIPATING STUDENTS MUST BE ON FILE IN THE OFFICE OF THE PRINCIPAL PRIOR TO THE FIELD TRIP.

EDUCATIONAL PURPOSE FOR TRIP (Include objective, invitation, if applicable):
Track Competition

PLEASE ATTACH A DETAILED ITINERARY.

TRANSPORTATION **Bus Company CBSD school bus
 Airline (Name of Carrier) _____
 Other (Specify) _____

**Approved Private School Bus and Chartered Bus vendor verified by the Central Bucks Transportation Department.

PRINCIPAL SIGNATURE [Signature] SCHOOL CB EAST
 DATE 11.29.12

BOARD PRESIDENT SIGNATURE _____ APPROVAL DATE _____



CENTRAL BUCKS SCHOOL DISTRICT
FIELD TRIP REQUEST —Board of School Directors Permission
 For Major Metropolitan Areas (New York City, Washington, D.C.)

DATE of REQUEST 11/19/12

PERMISSION IS REQUESTED TO FACILITATE A FIELD TRIP TO

DESTINATION(S) Washington D.C.
 ADDRESS(ES) Monuments / museums
 DATE(S) March 27, 2013

NAME OF SCHOOL Tonickon
 SCHOOL GROUP (Band, Debate, Sports Team, etc.) 9th grade
 NAME OF SCHOOL GROUP SPONSOR Chris Galy SPONSOR SIGNATURE [Signature]
 NUMBER OF STUDENTS IN GROUP 370 NUMBER OF STUDENTS PARTICIPATING IN TRIP 370
 COST TO EACH STUDENT \$40 PROVISION FOR THOSE UNABLE TO PAY We have extra funds from the school magazine drive.
 MEANS OF FUNDING TRIP _____
 NUMBER OF TEACHERS 15 NUMBER OF PARENTS 50 = TOTAL NUMBER CHAPERONES 65

PARENT PERMISSION SLIPS FOR PARTICIPATING STUDENTS MUST BE ON FILE IN THE OFFICE OF THE PRINCIPAL PRIOR TO THE FIELD TRIP.

EDUCATIONAL PURPOSE FOR TRIP (Include objective, invitation, if applicable):
Students will be required to visit at least 4 monuments and 2 museums. Washington D.C. ties in perfectly to the 9th grade curriculum. See attached packet

PLEASE ATTACH A DETAILED ITINERARY.

TRANSPORTATION **Bus Company Hagey
 Airline (Name of Carrier) _____
 Other (Specify) _____

**Approved Private School Bus and Chartered Bus vendor verified by the Central Bucks Transportation Department.

PRINCIPAL SIGNATURE [Signature] SCHOOL TONICKON
 DATE 11/20/12
 BOARD PRESIDENT SIGNATURE _____ APPROVAL DATE _____

To: Parents/Guardians of Freshman Students
From: Grade 9 Academic Team

On Wednesday, March 27, 2013 the Freshman class will conduct a field trip to Washington, D.C. Below is an itinerary for our trip (all times approximate):

Agenda

5:30 – 5:45 AM	Students should arrive at Tohickon Middle School and report to their bus
6:00 AM	Leave Tohickon Middle School for Washington, D.C. via Hagey Coach busses.
9:30 AM	Arrive in Washington, D.C. at the <i>Lincoln Memorial</i> . Students will divide into their respective groups and will travel to destinations of their choosing, accompanied by their chaperone
4:00 PM	Dinner at Food Court in Union Station
5:00 PM	Students board buses and return to Tohickon Middle School.
8:30-8:45 PM	Students arrive at Tohickon Middle School

Some reminders:

- Students are required to bring a bag lunch for the trip to Washington, D.C. and cash for dinner.
- In addition, it is expected that students will behave and dress in accordance with school standards.
- Prompt transportation needs to be available upon our return.
- One site available for all students to visit while in D.C. is the United States Holocaust Museum. Visiting this site can be an emotionally powerful experience. If you feel your son/daughter may be overwhelmed by such an experience, and do not want your child to visit the museum, please notify the office prior to the trip.

**CENTRAL BUCKS SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING**

December 3, 2012

SCHOOL BOARD CALENDAR

December 2012	Board Reorganization Meeting Presentation of Proposed 2013-14 Preliminary Budget
January 2013	Board Member Recognition Middle School Schedule Change Progress Report K-12 Social Studies Report Adoption of 2013-14 Preliminary Budget
February 2013	Setting Compensation Rate for Real Estate Tax Collectors Hearing Impaired Presentation Career Planning Report
March 2013	Overview of Governor's Budget State of the District Naviance Report
April 2013	Adoption of 2013-14 Proposed Final Budget Google Science Fair
May 2013	Adoption of 2013-14 Final Budget Certification of Taxes
June 2013	Graduation Day: Last Day of School
July 2013	Review Superintendent Performance
August 2013	Summer School Report Opening Day for Staff
September 2013	Summer Maintenance and Construction Report
October 2013	Enrollment Report PSSA Results Report
November 2013	SAT/ACT/AP Report
December 2013	Board Reorganization Meeting Presentation of Proposed 2014-15 Preliminary Budget