

**CENTRAL BUCKS SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

May 8, 2012

The Central Bucks Board of School Directors held its meeting on Tuesday, May 8, 2012 in the Board Room of the Educational Services Center. Mrs. McMullin called the meeting to order at 7:35 p.m., followed by the Pledge of Allegiance.

**ROLL CALL**

Board members present:

James R. Duffy	
John H. Gamble	
Joseph M. Jagelka	
Geryl D. McMullin	Vice President
R. Tyler Tomlinson	
Kelly E. Unger	

Board members absent:

Stephen A. Corr	
Paul B. Faulkner	President
Jerel P. Wohl	

Also present:

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

**APPROVAL OF MINUTES**

Upon a motion by Mr. Tomlinson, seconded by Mr. Jagelka, with all members present voting aye, except Mr. Gamble who abstained, the minutes of the April 24, 2012 school board meeting were approved. Mrs. Unger requested that the Human Resources Committee meeting minutes reflect that there was one member of the public present at the April 11, 2012 meeting but made no public comment.

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**SUPERINTENDENT'S REPORT**

**Certificate of Achievement.** Dr. Laws presented a Certificate of Achievement to Mrs. Kim Lynch from Butler Elementary School who has earned her National Board Certification through the National Board for Professional Teaching Standards.

**Middle Bucks Institute of Technology Highlights.** Mrs. Kathryn Strouse - Administrative Director of Middle Bucks Institute of Technology introduced Mrs. Stacy Pakula - Organizational Advancement Coordinator, Ms. Erin-Caitlin Rinker - Guidance Counselor, Mr. Michael McCombe - Culinary Arts teacher, Mrs. Lisa Rich - Early Childcare Education teacher, and Mr. Christopher Tully - Multimedia Technology teacher. Each of these individuals highlighted their program via a Prezi presentation. MBIT is not the "vo-tech" school of the 1970's. MBIT provides 21<sup>st</sup> century career and technical education for students and fulfills CB elective credits toward graduation. Students may earn industry certification and credits for college or post-secondary trade/technical schools. School districts sending students to MBIT in addition to Central Bucks are Centennial, Council Rock, and New Hope-Solebury.

**SCHOOL BOARD REPORTS**

Curriculum Committee - minutes are attached. (Attachment A).

Finance Committee - minutes are attached. (Attachment B).

Human Resources Committee - minutes are attached. (Attachment C).

I.U. Board - minutes are attached. (Attachment D).

MBIT - minutes are attached. (Attachment E).

Operations Committee (formerly Building/Facilities Committee) - minutes are attached. (Attachment F).

**PUBLIC COMMENT (ACTION ITEMS)**

Amy Bullard commented on Brian Finger.

**RECOMMENDATIONS FOR ACTION**

**Award a Contract to Centre Point Contractors for General Construction in the Nurse's Suite at Warwick Elementary School in the amount of \$121,500.** Upon a motion by Mr. Gamble, seconded by Mrs. Unger, with all members present voting aye, the contract to Centre Point Contractors for general construction in the Nurse's Suite at Warwick Elementary School in the amount of \$121,500 was approved.

**Award a Contract to Chris Wolf Plumbing for Mechanical Construction in the Nurse's Suite at Warwick Elementary School in the amount of \$36,476.** Upon a motion by Mr. Gamble, seconded by Mr. Jagelka, with all members present voting aye, the contract to Chris Wolf Plumbing for mechanical construction in the Nurse's Suite at Warwick Elementary School in the amount of \$36,476 was approved.

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Award a Contract to GoreCon, Inc. for Grass Cutting Services for the entire School District in the amount of \$180,154. Upon a motion by Mrs. Unger, seconded by Mr. Jagelka, with all members present voting aye, the contract to GoreCon, Inc. for grass cutting services for the entire school district in the amount of \$180,154 was approved.

Personnel Items

Resignations. Upon a motion by Mr. Duffy, seconded by Mr. Tomlinson, with all members present voting aye, the following Resignations were approved.

<u>Name</u>	<u>Position/School</u>	<u>Effective Date</u>
Catherine McLaughlin	Secondary School Counselor/Unami	6/11/12
Stacy Richardson	Elementary teacher/Cold Spring	6/11/12
Ralph Cesario	Custodian/Holicong	5/4/12

Retirements. Upon a motion by Mr. Duffy, seconded by Mr. Tomlinson, with all members present voting aye, the following Retirements were approved.

<u>Name</u>	<u>Position/School</u>	<u>Effective Date</u>
Lynn Barrett	Elementary teacher/Gayman	9/11/12
Diana Malandrino	Special Education Assistant/Unami	6/8/12

Position Eliminated. Upon a motion by Mr. Duffy, seconded by Mr. Tomlinson, with all members present voting aye, the following eliminated position was approved.

<u>Name</u>	<u>Position/School</u>	<u>Effective Date</u>
Camay Morgan	Personal Care Assistant/Lenape	6/8/12

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

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

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

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

*Sarah LeClair* an English teacher at Central Bucks High School – South from April 16, 2012 until August 28, 2012. This leave was requested in accordance with the Family Medical Leave Act.

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

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

**Extension of Unpaid Leave of Absence.** Upon a motion by Mr. Duffy, seconded by Mr. Tomlinson, with all members present voting aye, the following Extension of Unpaid Leave of Absence was approved.

*Mahri Coen* an Elementary teacher at Gayman Elementary School from August 29, 2012 – January 30, 2013. This extension of leave was requested for maternity/child rearing.

**Appointments.** Upon a motion by Mr. Duffy, seconded by Mr. Tomlinson, with all members present voting aye, the following Appointments were approved.

<u>Name</u>	<u>Position/School</u>	<u>Salary</u>	<u>Effective Date</u>
Kirsten Bittner	(Temp) Sp Ed Asst/South	\$13.60/hour	4/26/12
Kimberly S. Coler	(Temp) Ed Asst/Butler	\$13.60/hour	4/24/12
Seth Scherbekow	2 <sup>nd</sup> Shift Custodian Flt/Facilities	\$15.02/hour	5/9/12

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

<u>Name</u>	<u>Position/School</u>	<u>Salary</u>	<u>Effective Date</u>
Lauren Amendolara	Elementary teacher/Groveland	\$180/day	4/13/12
Warren Kulp	English teacher/South	\$180/day	4/24/12 – 6/8/12
Christine Sauers	Elementary teacher/Butler	\$180/day	5/2/12
Bryan Stutman	Elementary teacher/Jamison	\$180/day	4/30/12

**Classification Changes.** Upon a motion by Mr. Duffy, seconded by Mr. Tomlinson, with all members present voting aye, the following classification changes were approved.

ADMINISTRATIVE STAFF

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Stephen P. Cashman	Assistant Principal Holicong \$108,576 Per Annum	Principal Titus \$112,000 Per Annum	7/4/12
Matthew D. Croyle	Assistant Principal Bridge Valley \$105,218 Per Annum	Principal Jamison \$112,000 Per Annum	8/1/12

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Brian Finger	Principal Gayman No Change In Salary	Principal Cold Spring No Change In Salary	7/12/12
Gina Marks	Group Supervisor/Com Sch Buckingham/Bridge Valley \$23.57 Per Hour	Assistant Coordinator ESC \$37,500 Per Annum	7/1/12
Shawn Ortman	Principal Cold Spring No Change In Salary	Principal Mill Creek No Change In Salary	7/12/12
Michael Testani	Assistant Principal Mill Creek \$99,581 Per Annum	Principal Gayman \$109,000 Per Annum	7/12/12

Approval of Community School Staff. Upon a motion by Mr. Duffy, seconded by Mr. Tomlinson, with all members present voting aye, the following community staff were approved at the position and rate indicated.

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

Approval of EDR Changes. Upon a motion by Mr. Duffy, seconded by Mr. Tomlinson, with all members present voting aye, the following EDR changes were approved.

2011-2012	Position	EDR Units	Longevity	Units Paid	Name
Lenape	Choral Director	8 split	2	7.5	Jaime Rogers
				2	Sarah McGahey

*Re-distribute units (0.5 units of longevity remain unused)*

West	Girls Lacrosse – Asst	6	Ashley Muenker
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*Assigned open units.*

**Student Items**

Approval of a Foreign Exchange Student to attend Central Bucks High School – West. Upon a motion by Mr. Gamble, seconded by Mrs. Unger, with all members present voting aye, approval was granted for the following exchange student for the 2012-2013 school year.

Camila Andrea Butron Briebe from Chile to attend Central Bucks High School – West

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REPORTS AND INFORMATION

Mrs. McMullin announced that a Sabbatical Leave of Absence, a Rescind Sabbatical Leave of Absence, and Student Activity Fund reports for the quarter ending March 31, 2012 were included in this agenda.

PUBLIC COMMENT

Joe McNulty commented on computer education; Sara Hicks commented on middle school electives; Linda Gayman commented on transportation; Mary Bingler commented on accuracy in meeting minutes; Miranda Heath commented on middle school education; and Nicole Hoderny commented on class sizes in Buckingham Elementary.

ADJOURNMENT

Upon a motion by Mr. Tomlinson, seconded by Mr. Gamble, with all members present voting aye, the meeting was adjourned at 8:31 p.m.

Respectfully submitted,



Sharon L. Reiner  
School Board Secretary

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

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

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

**Discussion Items**

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

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

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

Middle School Schedule Updates

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

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

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

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

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

CENTRAL BUCKS SCHOOL DISTRICT  
**Finance Committee Meeting Minutes**  
April 18<sup>th</sup>, 2012

Attachment "B"

**PRESENT**

Paul Faulkner, Chairperson  
Jim Duffy  
Tyler Tomlinson

Dave Matyas  
Tom McCambridge

**ALSO PRESENT**

Steve Corr  
Joe Jagelka  
Geri McMullin  
Kelly Unger

8 Members of the Public

Ken Rodemer

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

**NEW BUSINESS**

- (1) **What has the school district done in response to the recession**  
The committee was presented with a one-page set of items that detail actions taken by the district to reduce costs or potentially enhance revenue. Some of the major items implemented to reduce costs include eliminating positions, outsourcing food-service, refinancing outstanding debt, exploring district initiated assessment appeals, and exploring outsourcing transportation. Many other cost-saving initiatives have been implemented over the years that range in yearly savings from \$36,000-\$600,000. The committee was asked to review the summary and to provide comment back to administration on the format.
- (2) **2012-13 Budget Process**  
Changes to the budget since the last finance committee meeting were reviewed. Many changes have been made to revenues and expenses. Administration proposed to reduce the millage rate from a 1.7% increase to a 1.66% increase, which would reduce real estate tax revenue by about \$90,000. Also, proposed staffing changes, totaling approximately \$650,000 were reviewed with committee. With these changes, the deficit between revenues and expenses has been reduced from \$2 million to approximately \$1.3 million.
- (3) **Security Services Contract**  
A contract with Executive Protective Services was reviewed with the finance committee. EPS provides security services to all school districts in the area for sporting events and other afterschool activities. The contract calls for payment of \$26 per hour unless the event takes place on a holiday at which time the charge will be \$39 per hour. The committee directed administration to place this item on the Board agenda for consideration.
- (4) **Food Service Contract Extension**  
The committee reviewed the paperwork Required by the Pennsylvania Department of Education to extend the contract with Aramark for another year. The United States Department of Agriculture allows for a five year food service contract. But the five-year contract must be made up of five individual 1-year contracts that must be approved by the school board each year. The proposed contract extension for Aramark would be the third year of a potential five-year contract. If the budget estimates are correct, Aramark would recoup some prior year losses in year three. The estimated Profit is \$105,000. The committee directed administration to place this item on the Board agenda for consideration.
- (5) **Purchasing Actions**

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

**(6) Questions From Community Members**

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

**(7) Transportation Contract**

An executive session was held to discuss contract negotiations.

**OLD BUSINESS**

None

**Informational Items**

No discussion took place on information items.

Meeting adjourned at. 9:05pm

Respectfully Submitted,

David W. Matyas, Business Administrator

- Next Meeting, May 16, 2012 -

Central Bucks School District  
Human Resource Committee Minutes

Wednesday, April 11, 2012.

Call to Order: 5:30 P.M.

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

Public Comment: Members of the public were given an opportunity for public comment. There was one member present but made no public comment.

A. New Business

**Prescription Drug Cost Update**

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

**Staff Attendance and Replacement Costs**

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

**AESOP**

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

**Executive Session: Personnel Issue**

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

B. Old Business

No Items

C. Information

No Items

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



## BUCKS COUNTY INTERMEDIATE UNIT # 22

### CALL TO ORDER

The Bucks County Intermediate Unit Board of School Directors met at its regularly scheduled meeting on Tuesday, March 20, 2012, at 7:02 p.m. at the Bucks County Intermediate Unit #22 Administration Office located at 705 North Shady Retreat Road, Doylestown, Pennsylvania, and notice of the meeting was duly given to the newspapers and to the public as required by law.

### PLEDGE OF ALLEGIANCE

The meeting began with the pledge of allegiance, which was led by Jennifer Czaplicki's BrainSTEPS Classroom at the Tawanka Learning Center in the Neshaminy School District.

### ROLL CALL

#### ATTENDANCE:

##### Members

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

#### ABSENT:

##### Members

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

#### OFFICERS:

##### Executive Director

Dr. Barry J. Galasso

##### Assistant Executive Director

Dr. Michael Masko

##### Treasurer

Mrs. Wendy L. Macauley

##### Secretary

Ms. Andrea L. DiDio

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

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

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

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

PUBLIC PARTICIPATION None

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

1. APPROVAL OF MINUTES

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

2. APPROVAL OF TREASURER'S REPORT

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

3. APPROVAL OF BILLS FOR PAYMENT

The Board approved the bills for payment for February 2012.

4. APPROVAL OF SPECIAL REVENUE FUND TRANSFERS

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

5. APPROVAL OF BUDGET REVISION

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

6. APPROVAL OF BUDGET REVISION

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

7. APPROVAL OF BUDGET

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

8. APPROVAL OF CONTRACTS AND PURCHASES

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

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9. APPROVAL OF CONTRACT

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

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

10. APPROVAL OF AGREEMENT

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

11. APPROVAL OF AGREEMENT

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

12. APPROVAL OF AGREEMENT

The Board approved entering into an Early Intervention Settlement Agreement.

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

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

14. APPROVAL OF RESOLUTION

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

15. APPROVAL OF DOCUMENTS

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

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

16. APPROVAL OF EMPLOYMENT AGREEMENT

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

17. APPROVAL OF AGREEMENT

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

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contracted human resources services.

18. APPROVAL OF INTRODUCTORY READING OF AUDIO TAPING POLICY

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

19. APPROVAL OF HUMAN RESOURCE ITEMS

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

20. APPROVAL OF AGREEMENT

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

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

OLD BUSINESS - None

NEW BUSINESS - None

BOARD SHARING - The Board participated in Board sharing.

TITLE IV (FORMERLY CHAPTER II) NONPUBLIC CONCERNS

PUBLIC PARTICIPATION None

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

ADJOURNMENT

The meeting adjourned at 8:33 p.m.

NEXT MEETING

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



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

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

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

**Council Members**

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

**Absent**

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

**Others in Attendance:**

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

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

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

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

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

Mr. Kleinschmidt arrived at 5:36 PM.

VI. Routine Business:

A. Administrative Report

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

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

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

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

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

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

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

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

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

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

C. Committee Reports

1. Dr. Boccuti, Superintendent and Chairperson of the Professional Advisory Council, did not have anything to add to the minutes. He mentioned that he missed the meeting last month because he attended the Pennsylvania Educational Technology Expo and Conference. He took Mr. Tully's pre conference workshop on iPads and learned a great deal that he took back to New Hope-Solebury. He thanked Mr. Tully for a wonderful workshop and said it was a great conference. Attachment 3 (pg. 3-1)
  2. The Building, Security and Technology Committee meeting scheduled for March 6, 2012 at 4:30 p.m. was cancelled. Attachment 4 (pg.4-1)
  3. The Program, Policy and Personnel Committee meeting scheduled for March 6, 2012 at 5:15 p.m. was cancelled. Attachment 5 (pg. 5-1)
  4. Ms. Driban, Chairperson of the Finance Committee stated there was nothing to add to the minutes. She thanked the staff for the meticulous minutes and said they rarely have anything to add and if they miss a meeting, all they have to do is read the minutes and they know what is going on. Attachment 6 (pg. 6-1)
- D. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to approve the Cash Payments Report for February. Attachment 7 (pg. 7-1)
- E. Ms. Driban moved, Mrs. Huf seconded, passed unanimously, to approve the Treasurer's Reports for January. Attachment 8 (pg. 8-1)

VII. Current Agenda Items

A. Personnel Items

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

B. Other Matters for Consideration

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

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

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

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

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

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

Respectfully submitted,

Bernadette Heenan  
Secretary

Roberta Jackiewicz  
Assistant Secretary

MIDDLE BUCKS INSTITUTE OF TECHNOLOGY  
*EXECUTIVE COUNCIL MINUTES*

March 26, 2012

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

**Council Members**

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

**Others in Attendance:**

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

- II. There were no guests in attendance.

Ms. Driban arrived at 5:36 PM.

- III. Current Agenda Items

A. Other Matters for Consideration

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

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

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

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

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

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

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

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

Respectfully submitted,

Bernadette Heenan  
Secretary

Roberta Jackiewicz  
Assistant Secretary

Central Bucks School District  
OPERATIONS COMMITTEE MINUTES  
April 18, 2012

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

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

Public Comment

None

Central Bucks Sports Commission

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

Construction & Operations Project Update

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

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

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

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

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

The Operations Committee agreed with the suggestions.

## Board Agenda Items

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

The Operations Committee agreed with the agenda items.

## Discussion Items

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

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

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

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

The meeting adjourned at 6:35 PM.

Respectfully Submitted,

Scott Kennedy  
Director of Operations

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

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

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