

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

**December 3, 2012**

The Central Bucks Board of School Directors held its Reorganization and Regular Board meeting on Monday, December 3, 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 7:30 p.m., followed by the Pledge of Allegiance. Dr. Green thanked Ms. Elaine Copeland and the Jamison Elementary Chorus for performing before the Board meeting.

**BOARD MEMBERS PRESENT**

Paul Faulkner, President; Stephen Corr; James Duffy; John Gamble; Joseph Jagelka; Tyler Tomlinson; Kelly Unger; Jerel Wohl

**BOARD MEMBERS ABSENT**

Geryl McMullin, Vice President

**ADMINISTRATORS PRESENT**

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

**ALSO PRESENT**

Jeffrey Garton, Solicitor; Sharon Reiner, School Board Secretary

**ELECTION OF TEMPORARY PRESIDENT**

Motion by Kelly Unger, supported by Stephen Corr, to appoint John Gamble as Temporary President.

Motion Approved 8-0.

**ELECTION OF BOARD OFFICERS**

Motion by Tyler Tomlinson, supported by Jerel Wohl, to appoint Stephen Corr as School Board President.

Motion Approved 8-0.

Motion by Kelly Unger, supported by Jerel Wohl, to appoint Paul Faulkner as School Board Vice President.

Motion Approved 8-0.

**PUBLIC COMMENT**

There was no Public Comment on Agenda Action items.

## **SUPERINTENDENT'S REPORT**

Dr. Green presented outgoing President Faulkner with a plaque and thanked him for his service to the Board and to the District. The communications committee will be meeting this week and continues to work to improve communications in the district. There are several concerts and plays scheduled over the next few weeks. Winter sports are getting ready to kick off. CB Cares Educational Foundation and United Way have started their annual Giving Campaign.

## **PROPOSED 2013-2014 PRELIMINARY BUDGET**

David Matyas, Business Administrator, made a presentation regarding the proposed preliminary budget for 2013-14. 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) and a contribution into the district's capital improvement fund to maintain school buildings. A review of the Act 1 tax reform limits on millage increases estimates that the district would be able to increase real estate millage rate by 1.7% due to inflation. The law also allows a 1.3% increase in millage due to the mandated increased contribution the school district must make into the state retirement fund. The budget presentation will be posted on the district website.

## **COMITTEE REPORTS**

Communications, Finance, Operations Committee minutes, IU Board minutes, and MBIT Board Minutes were discussed briefly and are in Attachment D for informational purposes.

## **APPROVAL OF MINUTES**

Motion by Joseph Jagelka, supported by Jerel Wohl, to approve the minutes of the November 27, 2012 school board meeting.

Motion Approved 7-0-1. (John Gamble)

## **PROPOSED PRELIMINARY 2013-2014 BUDGET FOR PUBLIC INSPECTION**

Motion by Kelly Unger, supported by Paul Faulkner, to approve the Resolution authorizing the administration to post the proposed Preliminary 2013-2014 Budget for public inspection. The Resolution is Attachment A.

Motion Approved 8-0.

## **TAX COLLECTOR SETTLEMENT AGREEMENT**

Motion by John Gamble, supported by Paul Faulkner, to approve the settlement agreement with the elected real estate tax collectors for back pay during the period of July 1, 2010 through August 31, 2012. The Settlement Agreement is Attachment B.

Motion Approved 8-0.

## **KCBA ARCHITECTS FOR PROFESSIONAL DESIGN SERVICES CONTRACT**

Motion by Paul Faulkner, supported by John Gamble, to award a contract to KCBA Architects for professional design services for renovations to the Holicong Middle School.

Motion Approved 8-0.

### **SCHOOL BOARD POLICIES FOR FIRST READING**

Motion by James Duffy, supported by John Gamble, to table School Board Policy 114 – Programs for Gifted Students and School Board Policy 123 – Interscholastic Athletics, so that the proposed policies can be posted online and discussed at appropriate committee meetings.

Motion Approved 8-0.

### **ADOPTION OF 2013 SCHOOL BOARD CALENDAR**

Motion by Tyler Tomlinson, supported by Paul Faulkner, to approve the 2013 School Board Calendar. The calendar is Attachment C.

Motion Approved 8-0.

### **PERSONNEL ITEMS**

Motion by Paul Faulkner, supported by John Gamble, to 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

EDR CHANGES

<u>Name</u>	<u>School/Position</u>	<u>Units</u>
Susan Fugate	Tohickon/Science Coordinator	2
Ken Hall	Tohickon/Science Coordinator	6
Christy Prekup	Tohickon/Math Coordinator	5.5
Laurel Kennedy	Tohickon/Math Coordinator	2.5

Motion Approved 8-0.

**STUDENT TRIPS**

Motion by James Duffy, supported by John Gamble, to approve the following student trips:

- CB East Girls Winter Track team to The Armory – New York City, December 27, 2012.
- CB East Girls Winter Track team to The Armory – New York City, January 4, 2013.
- Tohickon Middle School 9<sup>th</sup> Grade Class to Washington, D.C. – March 27, 2013.

Motion Approved 8-0.

**PUBLIC COMMENT**

There was no Public Comment.

President Corr had announced during the meeting that the Board would meet in Executive Session at the completion of this Board meeting to discuss Tax Assessment Appeals.

There being no further business before the Board, motion by Paul Faulkner, supported by John Gamble, to adjourn at 8:24 p.m.

Motion Approved 8-0.

Respectfully submitted,



Sharon L. Reiner  
Board Secretary

**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:**

Sharon L. Reimer  
Secretary

By: Stephen A. Ben  
President

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.

Kari Tyksinski Date: 11/24/12 Sherry Labs Date: 11/28/12

Carol Scarborough Date: 11/29/12 John Mohan Date: 11/29/12

Nancy Jones Date: 11/29/12 Denise Betts Date: 11/29/12

CENTRAL BUCKS SCHOOL DISTRICT BOARD OF SCHOOL DIRECTORS

John P. Mohan Date: 12/3/12  
Board President

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**  
**Communications Committee Minutes**

November 7, 2012

MEMBERS PRESENT

Kelly Unger, Chair  
Paul Faulkner  
Joe Jagelka  
Jerel Wohl

OTHERS PRESENT

Tyler Tomlinson  
Kevin Shillingford  
Amanda Mumford  
Jeanann Kahley  
Carol Counihan  
Community Members

Ed Sherretta  
Mary Ann Beltz  
Dr. Nancy Silvious  
Dr. Rod Green  
Jason Bucher

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. Silvious 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 8<sup>th</sup> 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 27<sup>th</sup> 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 3<sup>rd</sup> 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, Falconero 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

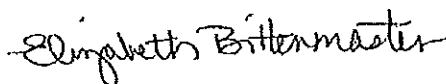
*Upon a motion by Mr. John Gamble, seconded by Ms. Amanda Elefante, and passed by unanimous voice vote, the Board adjourned the meeting.*

**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

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

**January 8, 2013**

**FOR ACTION: Building Buzz-In Systems**

As you know, CB increased building security several years ago with vestibules on buildings requiring visitors to enter the building through the office after students had entered the building and the doors were locked. This system has worked well over the years. As we considered safety measures and building security over the past few weeks, it became apparent that a buzz-in system for visitors to enter the office would be an additional enhancement that would be appropriate. After consultation with the School Board, administration moved forward with the plan to install buzz-in systems for visitor entry. Ultimately, the School Board is responsible for school buildings and should formally authorize the administration to implement buzz-in security at school buildings.

**RECOMMENDATION:**

The administration is recommending that the Board authorize the installation of buzz-in systems at school buildings.