

MIDDLE BUCKS INSTITUTE OF TECHNOLOGY
EXECUTIVE COUNCIL MINUTES
June 9, 2014

- I. The regular meeting of the MBIT Executive Council was convened on Monday, June 9, 2014, at 5:33 p.m. by Mr. Charles Kleinschmidt, 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

Mrs. Susan Atkinson, New Hope Solebury S.D.
Mr. Mark Byelich, Council Rock S.D. (Arrived 5:35 p.m.)
Dr. Bill Foster, Council Rock S.D.(Arrived 5:34 p.m.)
Mr. John Gamble, Central Bucks S.D.
Mrs. Betty Huf, Centennial S.D.
Mr. Joseph Jagelka, Central Bucks S.D.
Mr. Charles Kleinschmidt, Centennial S.D.
Mrs. Jane Schrader Lynch, Centennial S.D.
Mrs. Kelly Unger, Central Bucks S.D.

Others in Attendance:

Mr. Mark Klein, MBIT Superintendent of Record, Council Rock S.D.
Mrs. Denise Dohoney, Assistant Director
Mr. Jeffrey Garton, Esq., School Solicitor
Mr. Richard Hansen, Facility Supervisor
Mrs. Roberta Jackiewicz, Assistant Board Secretary
Mr. Vincent Loiacono, Director of Facility Operations
Mrs. Stacy Pakula, Career and Technical Education Supervisor
Mrs. Kathryn Strouse, Administrative Director
Mr. Robert Vining, Business Manager

- II. Guests at the meeting included Mrs. Laura Kane-Lacivita, Group Leader Preschool Program/Manager Li'l Bucks Partners in Learning, Ms. Nicole Stymiest, Group Leader – Toddler Program/Manager Li'l Bucks Partners in Learning, Mr. Christopher Tully, Multimedia Technology Teacher, Mr. Mick Weeks, Apple, Inc.(via internet video connection), and Kara Gaebel, Cosmetology Student. The following Multimedia Technology students were also in attendance: Maura Finegan, Justin Ott, Michelle Seliga, Ryan Smith and Tristan Wikler.

- III. Routine Business:

A. Administrative Report

1. Mr. Mick Weeks, Apple Inc., joined the meeting (via internet video connection) to present the award of Apple Distinguished Program to Mr. Tully and the Multimedia Program. He said it is an award that is very rarely given,

but was very appropriately so in this case. Apple looks around the country and the world for programs that exemplify five areas of performance they feel are key. The five key areas are visionary leadership, innovative learning and teaching, ongoing professional learning, a flexible learning environment and compelling evidence of success.

He noted that he had the opportunity to tour the school and the program and was able to see in person what goes on in the Multimedia program and classroom. Mr. Weeks spoke about how Mr. Tully and the program met each of the five key areas and why he received this award. He also mentioned that Mr. Tully is an Apple Distinguished Educator. Mr. Weeks concluded by saying the Apple Distinguished Program award confirms that a company that prides itself on being innovative and forward thinking also feels that a program like the one at MBIT, under the direction of Mr. Tully, matches the kind of effort that Apple thinks is exemplary, and is really instrumental and redefines what students need to have in a high school or educational experience. The award is not very widespread and is very prestigious.

Mr. Kleinschmidt congratulated Mr. Tully, the program and the students on behalf of everyone. He thanked Mr. Weeks for joining the meeting and for taking the time to make this presentation and to acknowledge the accomplishments of the team.

Mr. Gamble commended Mr. Tully and said one of the most impressive things about him is that he has the ability to reach his most talented and his most challenged students equally. Mr. Gamble's son was invited to see the Multimedia class and Mr. Gamble said to see the students' ownership within the class was phenomenal and tells how special a teacher Mr. Tully is. He thanked Mr. Tully, said he is a treasure at MBIT and to Warwick itself and applauded him for his efforts.

Mr. Tully explained that with the support of the Executive Council and the equipment grant, he was able to get a RED Camera for his program. He explained what a RED camera is and the benefits of having the latest technology used in the industry. The company that makes RED Cameras profiles the people and corporations who use their cameras. They are looking at coming out to MBIT to highlight the Multimedia program on August 16 because we are one of the only high schools using this camera. Mr. Tully said he thinks this opportunity will help launch the careers of the students.

2. Mr. Tully explained that this is the first year the 10 Day Film Challenge has ever come to Pennsylvania. In order to compete, you must produce a 4 minute film in 10 days using specific criteria provided by 10 Day. The students worked with the Commercial Art students to produce the film entitled "The Art of Deception". The film placed in the top three in six of nine categories out of 37 films. It placed in the top three for best poster, best use of character and best use of rack focus. It placed second overall in the competition and

won best cinematography and best sound. Last night, they were in the championship running in Philadelphia and won for best cinematography and best use of rack focus. Mr. Tully showed the Council the film.

- IV. Mr. Kleinschmidt said he was proud to announce that 92% of our students scored proficient or advanced on their NOCTI (National Occupational Competency Testing Institute) exam this spring, with 100% of the students scoring proficient or advanced in the written component of the test.

Enrollment for the upcoming school year seems on par with the current school year. All programs with the exception of one have met their enrollment benchmark. Students attended Dorney Park on May 27th as part of a SkillsUSA sponsored event. The weather was beautiful for the 160 students to enjoy the amusement rides, waterpark and a catered cookout.

The annual Senior Scholarship and Awards assembly was held on May 29th. Proud parents and teachers watched as their students received scholarships, tools and awards from local organizations and sponsors in recognition of the accomplishments at Middle Bucks.

On Thursday June 12th at 6:30PM at William Tennent Auditorium, we will be recognizing our 230 graduates at our annual Senior Recognition Ceremony. Hopefully, everyone will be able to join us that evening to congratulate the Class of 2014.

- V. Mrs. Huf commented that she is extremely proud of everything that is going on at Middle Bucks and is looking forward to Senior Recognition on Thursday night.
- VI. Mrs. Huf moved, Mr. Jagelka seconded, **passed** 8 ayes, 0 nays, and 1 abstentions (Mr. Byelich was not present at the meeting) to approve the minutes of the May 12, 2014 meeting. Attachment 1 (pg. 1-1)
- VII. Routine Business (Con't):
- B. Mrs. Huf moved, Mr. Jagelka seconded, **passed** unanimously to receive and file MBIT's update including activities/events, correspondence and related matters as per Attachment 2 (pg. 2-1)

An Executive Session was held to discuss personnel matters and a student matter. When the meeting resumed, Mr. Kleinschmidt said in the Executive Session they talked about personnel matters as well as the consideration of a request for benefits for Li'l Bucks staff. He reported that at this time the Executive Council has elected to keep the benefits at the same level where they are right now. He told the Li'l Bucks Staff in attendance that Mrs. Strouse will be able to discuss with them in more detail on how the Board reached that consensus. He also told them that the Council appreciates the work they do, know that it's an excellent and very popular program, and is very proud of the program and staff members. Mr. Garton added there was also a student matter discussed, which will be a subject of a motion in a moment.

C. Committee Reports

1. Mr. Klein, Superintendent and Chairperson of the Professional Advisory Council said the Superintendents met and he supplemented with the fact that Dr. Mundy will be taking over with the first meeting, he assumed in August. He said it has been his pleasure to work with everyone for the last six months, as it was over the three year term prior to that time. He concluded that if indeed there is ever the opportunity for a Superintendent to fill in, to give him a call. Mrs. Strouse presented Mr. Klein with a certificate in appreciation for his service. Attachment 3 (pg. 3-1)
 2. The Building, Security and Technology Committee meeting scheduled on Tuesday, June 3, 2014 at 4:30 PM was cancelled. Mr. Joseph Jagelka, Chairperson. Attachment 4 (pg.4-1)
 3. Mrs. Huf, Chairperson of the Program, Policy and Personnel Committee was not able to attend the meeting. Mr. Kleinschmidt attended the meeting and said the minutes were attached. Attachment 5 (pg. 5-1)
 4. Mrs. Unger, Chairperson of the Finance Committee did not add anything to the minutes. Attachment 6 (pg. 6-1)
- D. Mrs. Huf moved, Mr. Jagelka seconded, **passed** unanimously, to approve the Cash Payments Report for May. Attachment 7 (pg. 7-1)
- E. Mrs. Huf moved, Mr. Jagelka seconded, **passed** unanimously, to approve the Treasurer's Report for April. Attachment 8 (pg. 8-1)

VIII. Current Agenda Items

A. Personnel Items

1. Mrs. Huf moved, Mrs. Unger seconded, **passed** unanimously, to approve the furlough of Mary Eckert, Resource Specialist - Health, as a result of changes to the PDE approved Nurse Aide Training program, effective June 18, 2014.
2. Mrs. Huf moved, Mrs. Unger seconded, **passed** unanimously, to approve the proposed 2014-15 educational programs and staffing. Attachment 9 (pg. 9-1)
3. Mrs. Huf moved, Mrs. Unger seconded, **passed** unanimously, to place the Building, Trades Occupations program on probationary status for the 2014-15 school year.
4. Mrs. Huf moved, Mrs. Schrader Lynch seconded, **passed** 7 ayes, 2 nays (Mr. Byelich and Dr. Foster) and 0 abstentions, to approve salary increases for non-bargaining unit personnel, for the 2014-15 fiscal year with a 1.6% base percentage increase.

Dr. Foster said personally he is looking for any alternatives to salaries, because salaries are so expensive with the pension, or even ideally, flat salaries for the next few years because of the pension. He said he recognizes that it is no fault of the employees at Middle Bucks or any of the school districts. He said if anything, it is the fault of our legislators and the stock market; however, we are digging deep in to our pockets. Mr. Byelich agreed with Dr. Foster. Dr. Foster added that in the future he would like to work on alternative compensation, anything we can give that is not salary, it could be tuition, bonuses of some kind, anything but salary because salary is just really expensive. Mrs. Shrader Lynch said she appreciates Dr. Foster's remarks, but the people that passed this law accepted their salary increases, including this year. As her school district and all the districts are suffering with PSERS, she had to separate that from the worker. The worker didn't start the pension, the legislative bodies did.

5. Mrs. Huf moved, Mrs. Unger seconded, **passed** 7 ayes, 2 nays (Mr. Byelich and Dr. Foster), and 0 abstentions, to approve salary increases for Administrative Staff, including the Business Manager and Administrative Director, for the 2014-15 fiscal year with a 1.55% base percentage increase, in accordance with the terms of the Act 93 Agreement.

Dr. Foster and Mr. Byelich said they feel the same about this item as they discussed in the prior item.

6. Mrs. Huf moved, Mrs. Unger seconded, **passed** unanimously, to approve the staffing for the 2014 summer career enrichment programs, with statutory benefits only. Attachment 10 (pg. 10-1)
7. Mrs. Huf moved, Mrs. Unger seconded, **passed** unanimously, to approve the fall 2014 Adult Evening School programs and the employment of the Adult Evening school staff. Attachment 11 (pg. 11-1)

B. Policies

1. Mrs. Huf moved, Mr. Gamble seconded, **passed** unanimously, to remove from the table for consideration the motion to accept for adoption new Board Policy No. 821, Suicide, in the Operations Section. Attachment 12 (pg. 12-1)
2. Mr. Gamble moved, Mrs. Atkinson seconded, **passed** unanimously, to adopt new Board Policy No. 821, Suicide, in the Operations Section. Attachment 1 (pg. 14-1)

C. Other Matters for Consideration

1. Mrs. Huf moved, Mr. Jagelka seconded, **passed** unanimously, to approve additional field trips for the 2013/14 school year. Attachment 13 (pg. 13-1)

Mr. Gamble commented that he thinks field trips are a great learning tool and he would like to see us expand where we can go. He said he has had conversations with Mrs. Strouse about this and would like to open the borders up a little bit. The one thing that was always an issue with Central Bucks was the liability, and if it was something that the Superintendent was not comfortable with, it would come before the Board. Mr. Gamble told Mrs. Strouse if it is something she is not comfortable with, he would like to see it come before the Board. Mr. Garton noted that the Board approves all field trips for insurance purposes. Mr. Gamble said specifically he would like to see the Culinary Arts program go to Johnson and Wales. He knows we go to a culinary school in Philadelphia, however, he thinks that although they are both culinary institutes, one is well above the other. His personal thoughts are that there would be much garnered or learned from them and maybe even scholarships by showing our talent to such a prestigious school.

Mrs. Strouse said some of the problems we have run in to in the past are getting enough female staff members that are willing to chaperone because it is an overnight trip, parents that have called and expressed concerns because their child went on the trip and now wants to go to that school and they can't afford it and we don't have a PTA that supports us and the students are 100% responsible for trips, so she has always tried to keep them from being too far away from here so that everybody has the opportunity to go.

2. Mrs. Huf moved, Mr. Jagelka seconded, **passed** unanimously, to reappoint Dr. Bohdan Martynec as school physician for the 2014-15 school year.

There was a question asking what the process was for acquiring Dr. Martynec. Mrs. Strouse explained that Dr. Martynec has been our School Physician for as long as she can remember. It is nice that he doesn't charge a fee for his service, except we invite him to lunch in the restaurant once a year and he buys his plants from our nursery. He has always been available to us and does a nice job. There have been times when students that are going to clinical need to have their Mantoux test and he has always been available to support the students.

3. Mrs. Huf moved, Mr. Jagelka seconded, **passed** unanimously, to approve the field trips and non-paid work-based experiences for the 2014-15 school year. Attachment 14 (pg. 14-1)

4. Mrs. Huf moved, Mr. Jagelka seconded, **passed** unanimously, to approve the primary textbooks for all programs for 2014-15 school year. Attachment 15 (pg. 15-1)
5. Mrs. Huf moved, Mr. Jagelka seconded, **passed** unanimously, to approve the Trade Adjustment Assistance Master Agreement between the Pennsylvania Department of Labor and Industry and Middle Bucks Institute of Technology. Attachment 16 (pg. 16-1)
6. Mrs. Huf moved, Mr. Jagelka seconded, **passed** unanimously, to approve the agreement between Middle Bucks Institute of Technology and the Bucks County Intermediate Unit #22, to continue participation in the consortium for the Technology Pool Counsel Legal Service Consultation. Attachment 17 (pg. 17-1)

It was asked if we are part of the Special Education Pool Agreement with this law firm. Mrs. Strouse said we are only a part of the technology pool and have been for about four years since its inception. It was asked how often something comes up where we feel like we need to ask a question. Mr. Loiacono said not very often, however, we benefit from other people's questions. In the past year we have probably seen six resolutions to questions. It was asked what the hot issues are right now. Mr. Loiacono said the hot issues are BYOD, cloud computing functionality and ownership issues, who owns the data and who has rights over the data.

7. Mrs. Huf moved, Mr. Jagelka seconded, **passed** unanimously, to approve the service agreement between GroupCast dba SchoolReach and Middle Bucks Institute of Technology. Attachment 18 (pg. 18-1)
8. Mrs. Huf moved, Mr. Jagelka seconded, **passed** unanimously, to approve the transfer of \$125,000 to the Capital Reserve Fund consistent with the Capital Reserve Fund resolution from MBIT General Fund unspent 2013-14 budget balance.
9. Mrs. Huf moved, Mr. Jagelka seconded, **passed** unanimously, to approve the commitment of \$50,000 in the MBIT General Fund consistent with the Committed Fund Balance resolution, from the unspent 2013-14 budget balance, for the purpose of mitigating future increases in PSERS pension employer contributions.

Mrs. Schrader Lynch complimented MBIT for the balance going back to PSERS and said she has never seen it before. She gave kudos to everyone, said it was marvelous and wishes they had that in her district.

10. Mrs. Huf moved, Mr. Jagelka seconded, **passed** unanimously, to approve budget transfers. Attachment 19 (pg. 19-1)

11. Mrs. Huf moved, Mr. Jagelka seconded, **passed** unanimously, to cancel the July Executive Council meeting and to authorize the administration to pay bills to be ratified in August.
 12. Mrs. Huf moved, Mr. Jagelka seconded, **passed** unanimously, to approve the Master Training Contract between the Bucks County Workforce Investment Board, Inc. and Middle Bucks Institute of Technology. Attachment A (pg. A-1)
 13. Mr. Gamble moved, Mrs. Huf seconded, **passed** unanimously, to decline to accept for admission to Middle Bucks Institute of Technology student AW from the Lower Merion School District and New Hope Academy.
- IX. Mrs. Huf moved, Mrs. Unger seconded, **passed** unanimously, to adjourn the June 9, 2014 meeting of the MBIT Executive Council at 6:47 PM.

Respectfully submitted,

Susan Atkinson
Secretary

Roberta Jackiewicz
Assistant Secretary