

**MIDDLE BUCKS INSTITUTE OF TECHNOLOGY**  
**EXECUTIVE COUNCIL MINUTES**  
**April 11, 2016**

- I. The regular meeting of the MBIT Executive Council was convened on Monday, April 11, 2016 at 5:32 p.m. by Mr. John Gamble, Vice 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**

Mr. John Capriotti, New-Hope Solebury S.D.  
 Mrs. Beth Darcy, Central Bucks S.D.  
 Mr. John Gamble, Central Bucks S.D.  
 Mrs. Karen Smith, Central Bucks S.D.  
 Mr. Charles Kleinschmidt, Centennial S.D. (Arrived at 5:42 PM)  
 Mrs. Wendi Thomas, Council Rock S.D.

**Absent**

Ms. Kati Driban, Centennial S.D.  
 Dr. Bill Foster, Council Rock S.D.  
 Mr. Mark B. Miller, Centennial S.D.

**Others in Attendance:**

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 Mr. Mark Gage, Culinary Arts Teacher, Mr. Michael McCombe, Culinary Arts Teacher and Culinary Arts Students Devon DePhillips and Olivia Lafferty.
- III. Mr. Gamble reported that the SkillsUSA State Competitions will be held in Hershey, PA on April 13 through April 15. Middle Bucks is sending 18 students to compete in areas including audio production, building construction, electrical construction wiring, first aid/CPR and television video production. The performance test for NOCTI will be held on April 25. He concluded by sharing that the main entrance of the school will be opening on April 13.
- IV. Mrs. Darcy moved, Mrs. Thomas seconded, **passed** unanimously, to approve the minutes of the March 14, 2016 meeting. Attachment 1 (pg. 7)

V. Routine Business:

A. Administrative Report

1. Mr. Gage, Mr. McCombe and the culinary students shared information about two grants they received this year and how the grant money enhanced their education program.

Mr. McCombe explained the Seed Change Mini Grant funded by the National Farm to School Network with a generous donation by the Walmart Foundation. The Culinary Arts program worked with the Health Occupations program and modified recipes to use local produce and reduce saturated fat. They also partnered with the Practical Environmental Landscaping program to start a hydroponic garden and purchased two aeroponic tower garden systems.

The students shared information about their field trip to Cecil Creek Farm for a farm to table presentation and lunch. They also participated in a winter squash tasting where they learned about the varieties of squash and watched demonstrations on the various ways it can be prepared. The grant also provided training for the teachers. Mr. McCombe added that the students will have the opportunity to go to a vegan restaurant and do healthy cooking demonstrations at some of the junior high schools to share the value of eating healthy food versus junk food.

The Culinary Arts program also received the Beef in the Classroom grant funded by the Beef Checkoff, which allowed them to purchase beef products to educate the students. The students had the opportunity to learn about different cuts and grades of beef, cost control, and see demonstrations on meat cutting. The students were also able to work with the meat and taste the various cuts.

Mr. Kleinschmidt arrived at 5:42 PM

Mr. Gamble announced that an Executive Session would be held immediately after the regular meeting for a personnel matter and student matter.

- B. Mrs. Darcy moved, Mrs. Thomas seconded, **passed** unanimously, to receive and file MBIT's update including activities/events, correspondence and related matters as per Attachment 2 (pg. 13)

C. Committee Reports

1. Dr. Weitzel, Superintendent and Chairperson of the Professional Advisory Council said there was nothing to add to the minutes in the packet. Attachment 3 (pg. 14)
2. The Finance Committee meeting scheduled on Tuesday, April 5, 2016 at 4:30 PM was cancelled. – Charles Kleinschmidt, Chairperson. Attachment 4 (pg. 15)

3. The Building, Security and Technology Committee meeting scheduled on Tuesday, April 5, 2016 at 5:15 PM was cancelled. – John Capriotti, Chairperson. Attachment 5 (pg. 16)
  4. The Program, Policy and Personnel Committee meeting scheduled on Tuesday, April 5, 2016 at 6:00 PM was cancelled. – John Gamble, Chairperson. Attachment 6 (pg. 17)
- D. Mrs. Thomas moved, Mrs. Smith seconded, **passed** unanimously, to approve the Cash Payments Report for March. Attachment 7 (pg. 18)
- E. Mrs. Darcy moved, Mrs. Smith seconded, **passed** unanimously, to approve the Treasurer’s Report for February. Attachment 8 (pg. 32)
- VI. Current Agenda Items
- A. Personnel Items
1. Mrs. Darcy moved, Mrs. Thomas seconded, **passed** unanimously, to approve the qualifying leave of absence consistent with Policy #435.1 – Family and Medical Leave for Marsha Moyer, Health Sciences Teacher, effective April 25, 2016.
  2. Mrs. Darcy moved, Mrs. Thomas seconded, **passed** unanimously, to approve the additions to the substitute staff listing for the 2015-2016 school year. Attachment 9 (pg. 48)
- B. Policies
1. Mr. Kleinschmidt moved, Mrs. Darcy seconded, **passed** unanimously, to accept for adoption new Policy No. 307 – Student Teachers/Interns in the Employees Section. Attachment 10 (pg. 49)
  2. Mr. Kleinschmidt moved, Mrs. Darcy seconded, **passed** unanimously, to accept for adoption new Policy No. 824 – Maintaining Professional Adult/Student Boundaries in the Operations Section. Attachment 11 (pg. 51)
  3. Mr. Kleinschmidt moved, Mrs. Darcy seconded, **passed** unanimously, to accept for adoption new Policy No. 916 – Volunteers in the Community Section. Attachment 12 (pg. 58)
- C. Other Matters for Consideration
1. Mrs. Darcy moved, Mrs. Smith seconded, **passed** unanimously, to approve the revised 2015-2016 Li'l Bucks Partners in Learning calendar. Attachment 13 (pg. 63)

2. Mrs. Darcy moved, Mrs. Smith seconded, **passed** unanimously, to approve the 2016-2017 Li'l Bucks Partners in Learning calendar. Attachment 14 (pg. 64)
3. Mrs. Darcy moved, Mrs. Smith seconded, **passed** unanimously, to approve the revised 2015-2016 MBIT school calendar. Attachment 15 (pg. 65)
4. Ms. Darcy moved, Mrs. Smith seconded, **passed** unanimously, to approve the 2016-2017 MBIT school calendar. Attachment 16 (pg. 67)
5. Mrs. Darcy moved, Mrs. Smith seconded, **passed** unanimously, to approve the additional field trip for the 2015/16 school year. Attachment 17 (pg. 74)
6. Mrs. Darcy moved, Mrs. Smith 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 18 (pg. 75)
7. Ms. Darcy moved, Mrs. Smith seconded, **passed** unanimously, to approve the Articulation Agreement with Harrisburg University of Science and Technology – Commercial Art and Design. Attachment 19 (pg. 77)
8. Ms. Darcy moved, Mrs. Smith seconded, **passed** unanimously, to accept the Keystone STARS Rising Stars Support Grant received by Li'l Bucks Partners in Learning; in the amount of \$12,965.00. The grant stipulates a portion of the grant money is to be awarded as bonuses to the teaching staff of Li'l Bucks Partners in Learning; therefore to award the following bonuses: Nicole Snyder, Group Leader \$1,805.00, Laura Lacivita, Group Leader \$1,805.00, Noelle Bush, Assistant Group Leader \$700.00, Brittany Gibson, Assistant Group Leader \$700.00 and Courtney Weidner, Aide \$460.00. Attachment 20 (pg. 79)
9. Mrs. Darcy moved, Mrs. Smith seconded, **passed** unanimously, to approve budget transfers. Attachment 21 (pg. 86)

VII. Mr. Kleinschmidt moved, Mrs. Darcy seconded, **passed** unanimously, to adjourn the April 11, 2016 meeting of the MBIT Executive Council at 5:54 PM.

An Executive Session was held immediately following the meeting for a personnel matter and student matter.

Respectfully submitted,

Roberta Jackiewicz  
Assistant Secretary