

**MIDDLE BUCKS INSTITUTE OF TECHNOLOGY**  
***EXECUTIVE COUNCIL MINUTES***  
**September 14, 2015**

- I. The regular meeting of the MBIT Executive Council was convened on Monday, September 14, 2015 at 5:31 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**

Mr. Mark Byelich, Council Rock S.D. – (Arrived at 5:48 PM)  
Ms. Kati Driban, Centennial S.D.  
Dr. Bill Foster, Council Rock S.D.  
Mr. John Gamble, Central Bucks S.D.  
Mr. Joseph Jagelka, Central Bucks S.D.  
Mr. Charles Kleinschmidt, Centennial S.D.  
Mrs. Kelly Unger, Central Bucks S.D. – (Arrived at 5:32 PM)

**Absent**

Mr. James Hayden, New Hope Solebury 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  
Dr. David P. Weitzel, MBIT Superintendent of Record, Central Bucks S.D.

Mrs. Unger arrived at 5:32 PM.

- II. Ms. Michelle Crunkleton, Central Bucks School District Parent, presented information on the detrimental effects of sleep deprivation for adolescents due to the early start time for Middle School and High School. She said that one of the obstacles her school district faces in starting later is that her district's schedule is intertwined with the schedule of other districts and the Middle Bucks Institute of Technology. She would like the schools to start at a later time.
- III. Mr. Kleinschmidt reported on the summer renovation projects and noted that they are just about complete. The teachers returned from summer break on August 25<sup>th</sup> and had three days of in-service followed by a classroom prep day. On Tuesday, September 1<sup>st</sup> Middle Bucks welcomed students. Teachers have been busy conducting orientation, explaining the safety rules and helping the students find their way around the school. A welcome

back assembly and a SkillsUSA presentation was held on Thursday, September 3<sup>rd</sup>. He concluded by saying that the school year is certainly off to a great start.

Mr. Kleinschmidt announced that Mrs. Huf has retired from the Centennial School Board and the Middle Bucks Institute of Technology Executive Council. He extended best wishes to her in her retirement and announced that she will be honored at the Centennial School District Board meeting on Tuesday, September 29 at the Centennial School District Administration Building.

Mr. Kleinschmidt welcomed back Ms. Katherine Driban, who has been appointed by Mrs. Schrader-Lynch to take over Mrs. Huf's seat on the MBIT Executive Council. He thanked Ms. Driban for coming back.

- V. Ms. Driban said there's many different reasons to be proud of working with MBIT. The press coverage is all about community service and responsibility to the public and the people around you. She thinks it's so awesome that our students are always exhibiting that behavior and is so nice to consistently see it over and over, no matter what program they attend. It's just exciting and she loves it.

There was a discussion about the change of the school start time, which included that the biggest obstacle to changing the school start time is sports and it would have to be a state wide thing for that to happen and there are also transportation issues. Most children, if asked, don't want to stay at school later because they wouldn't be able to fit in all of their after school activities. The availability of modern conveniences has changed how late children stay up. There are many things that are impediments to districts changing the school times, including schools they interact with and interaction among Suburban One Sports etc. Research does show that more sleep is better, it doesn't matter when, just how much.

- VI. Ms. Driban moved, Mr. Gamble seconded, **passed** unanimously, to approve the minutes of the August 10, 2015 meeting. Attachment 1 (pg. 7)

Mr. Byelich arrived at 5:48 PM

VII. Routine Business:

A. Administrative Report

1. Mrs. Dohoney shared an overview of the new teacher orientation and staff in-service activities. The in-service topics included educator effectiveness, discipline techniques, technology made easy, and the staff completed online training on Bloodborne Pathogens, Hazard Communications and Anaphylaxis and Anaphylactic Shock (Epi Pen). There was also a guest speaker that talked about human relations.
2. Mrs. Pakula shared pictures from the first day of school from a student's perspective. The students reviewed the Student Handbook and Parent Guide, and attended a welcome back assembly. They were reminded that we strive to

promote a culture of tolerance, inclusion and an environment where everyone feels safe and that the faculty and staff are here to support them in accomplishing their goals and provide opportunities for growth. She said the year is off to a great start.

3. Mrs. Strouse reviewed the goals and objectives for the 2015/16 school year. The goals include initiating the Pennsylvania Department of Education Comprehensive Plan process, implement Act 71 Suicide Prevention program in accordance with the Pennsylvania Department of Education mandate, implement House Bill 1276 Child Protective Services Law, participate in the Pennsylvania Department of Education Technical Assistant Program, explore ALICE Enhanced Lockdown program, implement the Sports Therapy and Exercise Management program, and successful student recruitment.

Successful student recruitment includes developing strategies for increasing awareness of non-traditional career pathways, target marketing strategies to programs with a 3-year trend in declining enrollment and to establish a student focus group to determine perceived barriers to attending MBIT. Additional goals are to create a male locker room on A 2<sup>nd</sup> floor, repair the automotive lab floor, replace six transformers, install magnetic induction lighting and replace crumbling concrete.

There was a short discussion regarding the clearances required for the employers participating in the Co-op program. The discussion included the challenges with the process, some of the issues faced with obtaining the clearances from these employers and reimbursing the employers for their cost to obtain the clearances.

4. Mrs. Strouse and Mr. Hansen provided a presentation about the farmhouse located on the property of Middle Bucks Institute of Technology. They shared information about the farmhouse history, the role of the Middle Bucks Area Vocational Technical School Authority and their membership, condition of the structure, required asbestos abatement and repairs needed. Mr. Hansen reported that Tinari Demolition Company assessed the demolition costs at \$35,500 to remove the house and garage. It would cost another \$13,000 for the asbestos abatement.

Mrs. Strouse suggested the Executive Council consider having a formal feasibility study to determine whether the farmhouse should be renovated or demolished. The Engineers estimated it would cost approximately \$200,000 to renovate the property enough for students to be able to work on it and it would cost approximately \$50,000 to demolish the house, including the asbestos abatement.

There was a lengthy discussion, which covered the possibility of rebuilding, renovating or demolishing the farmhouse. The discussion included the necessity of a feasibility study, reclaiming some of the house materials, costs of repairs versus rent received, time that MBIT employees spent on repairs

and management of the property, the farmhouse has no historical value, market value for rental once renovated, actual costs to renovate versus estimated costs, how long it would take to recoup the money spent on renovation, how long after renovation before major repairs need to be done again, the possibility of subdividing and selling, not knowing what would be built there if we subdivided, our liability and zoning issues.

Administration was asked to obtain information about what it will cost to renovate to residential, what the opportunity is to lease it out as commercial, what it will take to rezone and what it looks like if we are able to sub divide.

Mr. Gamble exited the meeting at 6:47 PM.

5. Mr. Vining provided a follow-up on the refinance of the remaining 2006 Bonds. The Middle Bucks Area Vocational School Authority explored a bank loan versus a bond transaction. PFM provided a study of a bank loan versus a bond deal negotiated through Boenning and Scattergood. The bond deal, at that moment, would generate about \$60,000 more and would be useful to pay for eventual roof repairs. After all costs, a bank loan would generate about \$300,000 in savings and the bond deal would generate \$360,000 in savings. The Authority directed us to proceed with the bond transaction. In order to proceed with the bond transaction, because the school districts are incurring new debt, we must have a consenting resolution passed at the member school districts. Mr. Vining informed the Executive Council that there will be a parameters resolution coming to their schools, that says there must be at least a 3% savings, after all costs, to proceed with advanced refunding of the remaining bonds. It will be sent to the Superintendents and Business Administrators.
- A. Ms. Driban moved, Dr. Foster seconded, **passed** unanimously, to receive and file MBIT's update including activities/events, correspondence and related matters as per Attachment 3 (pg. 17)
  - B. Committee Reports
    1. Dr. Weitzel, Superintendent and Chairperson of the Professional Advisory Council said that there was nothing to report in addition to the minutes in the packet. Attachment 4 (pg. 20)
    2. The Finance Committee meeting scheduled on Tuesday, September 8, 2015 at 4:30 PM was cancelled. – Mrs. Kelly Unger, Chairperson. Attachment 5 (pg. 21)
    3. The Building, Security and Technology Committee meeting scheduled on Tuesday, September 8, 2015 at 5:15 PM was cancelled. – Mr. Joseph Jagelka, Chairperson. Attachment 6 (pg. 22)

4. The Program, Policy and Personnel Committee meeting scheduled on Tuesday, September 8, 2015 at 6:00 PM was cancelled. – Dr. Bill Foster, Chairperson. Attachment 7 (pg. 23)

D. Ms. Driban moved, Mr. Jagelka seconded, **passed** unanimously, to approve the Cash Payments Report for August. Attachment 8 (pg. 24)

E. Ms. Driban moved, Mr. Jagelka seconded, **passed** unanimously, to approve the Treasurer's Report for July. Attachment 9 (pg. 39)

## VI. Current Agenda Items

### A. Personnel Items

1. Ms. Driban moved, Mr. Jagelka seconded, **passed** unanimously, to ratify the employment of Lynda Moyer, as Health Occupations Teacher, effective August 25, 2015, at Step 10, Level A (\$65,839/Year).
2. 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 Renee Elliott, Administrative Assistant - Main Office/Attendance Officer, effective August 27, 2015.
3. Ms. Driban moved, Mr. Jagelka seconded, **passed** unanimously, to ratify the employment of Louise Forliano as part-time short-term substitute Main Office Administrative Assistant/Receptionist effective September 4, 2015 until the return of our staff member, at an hourly rate of \$16.00, with statutory benefits only.
4. Ms. Driban moved, Mr. Jagelka seconded, **passed** unanimously, to approve the employment of Arlene Forman as part-time short-term substitute Main Office Administrative Assistant/Receptionist effective September 16, 2015 until the return of our staff member, at an hourly rate of \$16.00, with statutory benefits only.
5. Ms. Driban moved, Mr. Jagelka seconded, **passed** unanimously, to approve employment of the additional fall 2015 Adult Evening School staff. Attachment 10 (pg. 54)
6. Ms. Driban moved, Mr. Jagelka seconded, **passed** unanimously, to approve the Occupational Advisory Committee Members (OAC) for the 2015/16 school year. Attachment 11 (pg. 55)

### B. Policies

1. Ms. Driban moved, Dr. Foster seconded, **passed** unanimously, to adopt revised Board Policy No. 222, Tobacco, in the Pupils Section. Attachment 12 (pg. 68)

2. Ms. Driban moved, Dr. Foster seconded, **passed** unanimously, to adopt revised Board Policy No. 806 – Child/Student Abuse, in the Operations Section. Attachment 13 (pg. 70)
3. Ms. Driban moved, Dr. Foster seconded, **passed** unanimously, to reapprove Board Policy No. 249, Bullying/Cyberbullying, in the Pupils Section. Attachment 14 (pg. 90)

C. Other Matters for Consideration

1. Ms. Driban moved, Dr. Foster seconded, **passed** unanimously, to approve Administration to use the Budgetary Reserve Fund to reimburse the designated employee from each company participating in the work-based education program for obtaining background clearances during the 2015-2016 school year to assure compliance with House Bill 1276.
  2. Ms. Driban moved, Dr. Foster seconded, **passed** unanimously, to receive and file the 2015/16 Administrative Goals and Objectives. Attachment 2 (pg. 13)
  3. Dr. Foster moved, Mrs. Unger seconded, **passed** 4 ayes, 1 nay (Mr. Byelich), 1 abstention (Mr. Kleinschmidt didn't know enough about this candidate) to approve submission of the Middle Bucks Institute of Technology Executive Council vote for PSBA officer candidate as follows: President elect, Mary Birks.
  4. Ms. Driban moved, Mrs. Unger seconded, **passed** 5 ayes, 0 nays, 1 abstention (Mr. Byelich) to approve submission of the Middle Bucks Institute of Technology Executive Council vote for PSBA officer candidate as follows: Vice President, Michael Faccinetto.
  5. Ms. Driban moved, Dr. Foster seconded, **passed** 5 ayes, 0 nays, 1 abstention (Mr. Byelich) to approve submission of the Middle Bucks Institute of Technology Executive Council vote for PSBA officer candidate as follows: At-Large Representative (East) Larry Feinberg.
- VII. Ms. Driban moved, Mrs. Unger seconded, **passed** unanimously, to adjourn the September 14, 2015 meeting of the MBIT Executive Council at 7:14 PM.

Respectfully submitted,

Joseph Jagelka  
Secretary

Roberta Jackiewicz  
Assistant Secretary