

MIDDLE BUCKS INSTITUTE OF TECHNOLOGY
EXECUTIVE COUNCIL AGENDA
February 11, 2013

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Introductions and Public Comment
- V. Chairperson's Report
- VI. Executive Council Comments
- VII. Approval of Minutes of the January 14, 2013 Meeting - Attachment 1 (pg. 1-1)
- VIII. Routine Business:
 - A. Administrative Report
 - 1. Recognize Chef Michael McCombe's Induction into the American Culinary Federation's American Academy of Chefs – Dr. Thomas Viviano and Mr. Mark Gage
 - 2. 2013/14 Proposed Budget Review – Mr. Robert Vining, Business Manager Enclosure
 - 3. Tangent Energy Solutions – Mr. David Turner
 - B. A motion to receive and file MBIT's update including activities/events, correspondence and related matters as per Attachment 2 (pg. 2-1).
 - C. Committees Reports
 - 1. Professional Advisory Council – Dr. Raymond Boccuti, Chairperson. Attachment 3 (pg. 3-1)
 - 2. Building, Security and Technology Committee, Mrs. Bernadette Heenan Chairperson Attachment 4 (pg. 4-1)
 - 3. The Program, Policy and Personnel Committee meeting scheduled on Tuesday, February 5, 2013 at 5:15 PM was cancelled. – Mrs. Betty Huf, Chairperson. Attachment 5 (pg. 5-1)

EXECUTIVE COUNCIL AGENDA
February 11, 2013

4. Finance Committee – Ms. Katherine Driban, Chairperson. Attachment 6 (pg. 6-1)
- D. A motion to approve the Cash Payments Report – January. Attachment 7 (pg. 7-1)
 - E. A motion to receive and file the Treasurer's Report – December. Attachment 8 (pg. 8-1)
- IX. Current Agenda Items
- A. Personnel Items
 1. A motion to ratify employment of the additional spring 2013 Adult Evening School staff. Attachment 9 (pg. 9-1)
 - B. Other Matters for Consideration
 1. A motion to approve the additional field trips for the 2012-2013 school year. Attachment 10 (pg. 10-1)
 2. A motion to approve the revised primary textbooks for Construction Carpentry for the 2012-13 school year. Attachment 11 (pg. 11-1)
 3. A motion to receive and file the ISO 9001:2008 Surveillance Audit. Attachment 12 (pg. 12-1)
 4. A motion to receive and file the January 25, 2013 Local Advisory Council Minutes. Attachment 13 (pg. 13-1)
 5. A motion to accept the two PDE Equipment Grants, Project Number 122-13-3025 in the amount of \$47,500 and Project Number 122-13-3026 in the amount of \$45,000, totaling \$92,500 and to use the Capital Reserve Fund as a 50 percent match for the purchase of the equipment listed in the grants. Attachment 14 (pg. 14-1)
 6. A motion to authorize the Administration to advertise and solicit sealed bids for the following equipment in the PDE Equipment Grant, Project Number 122-13-3025: *Multifunction Printer/Plotter.*
 7. A motion to authorize the Administration to advertise and solicit sealed bids for the following equipment in the PDE Equipment Grant, Project Number 122-13-3026: *Panoramic X-ray System.*

EXECUTIVE COUNCIL AGENDA

February 11, 2013

8. A motion to approve the Keystone STARS Merit and Education & Retention Award (MERA) grant received by L'il Bucks Partners in Learning; the grant stipulates a portion of the grant money is to be awarded as bonuses to the teaching staff of L'il Bucks Partners in Learning; therefore to award the following bonuses: Nicole Stymiest, Group Leader \$1,545.00 and Noelle Bush, Assistant Group Leader \$600.00. Attachment 15 (15-1)
9. A motion authorizing the administration to pursue federal, state and local funds consistent with the MBIT approved Strategic Plan.

X. Adjournment