

MIDDLE BUCKS INSTITUTE OF TECHNOLOGY
EXECUTIVE COUNCIL AGENDA
February 10, 2014

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Reorganization – Executive Council Officers
 - A. Election of Executive Council Chairperson and Secretary
- V. Introductions and Public Comment
- VI. Chairperson’s Report
- VII. Executive Council Comments
- VIII. Approval of Minutes of the January 13, 2014 Meeting - Attachment 1 (pg. 1-1)
- IX. Routine Business:
 - A. Administrative Report
 - 1. 2014/15 Proposed Budget Review – Mr. Robert Vining, Business Manager (Enclosure)
 - 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 – Mr. Mark Klein, Chairperson. Attachment 3 (pg. 3-1)
 - 2. Building, Security and Technology Committee, Mr. Joseph Jagelka Chairperson Pro Tem Attachment 4 (pg. 4-1)
 - 3. The Program, Policy and Personnel Committee meeting scheduled on February 4, 2014 at 5:15 PM was cancelled. Attachment 5 (pg. 5-1)
 - 4. Finance Committee – Dr. Bill Foster, Chairperson Pro Tem. Attachment 6 (pg. 6-1)

EXECUTIVE COUNCIL AGENDA
February 10, 2014

5. Committee and Chair Assignments – Executive Council Chairperson
 - a. Finance Committee
 - b. Program, Policy and Personnel Committee
 - c. Building, Security and Technology Committee

- 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)

- X. Current Agenda Items
 - A. Personnel Items
 1. A motion to ratify the extension of employment of Louise Forliano as short-term substitute Main Office Administrative Assistant/Receptionist effective January 21, 2014 until the return of our staff member to full days, at an hourly rate of \$16.00, with statutory benefits only.
 2. A motion to ratify the qualifying leave of absence consistent with Policy #435.1 – Family and Medical Leave for Gregory Smith, Practical Environmental Landscaping Teacher, effective February 5, 2014.
 3. A motion to approve the qualifying leave of absence consistent with Policy #535.1 – Family and Medical Leave for Robin Ackerman, Instructional Assistant, effective February 21, 2014.
 4. A motion to ratify employment of the additional spring 2014 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 2013/14 school year. Attachment 10 (pg. 10-1)
 2. A motion to receive and file the ISO 9001:2008 Surveillance Audit. Attachment 11 (pg. 11-1)
 3. A motion to accept the proposal from Carr & Duff, Inc. for the Transformer Replacement Project - Phase 1 and to award contract value of \$82,900 for the work as specified in the bid documents. The administration is recommending Alternative B - Option for Copper Winding. Project is to be paid for from the Capital Reserve Fund. Attachment 12 (pg. 12-1)

EXECUTIVE COUNCIL AGENDA

February 10, 2014

4. A motion to approve house bid of Anne Ruff, in the amount of \$82,500.00 and sell the 2011-2014 student-built house as per sales agreement specifications. Attachment 13 (pg. 13-1)
5. A motion to approve a three year License Agreement, effective March 1, 2014 through March 31, 2017, between Central Bucks School District and Middle Bucks Institute of Technology to authorize Central Bucks School District to park thirty (30) school busses in the rear parking lot of MBIT. In return for the service, Central Bucks agrees to maintain the parking area and security fencing and provide snow removal. Attachment 14 (pg. 14-1)
6. A motion to approve the Amendment No. 1 to the Bucks and Montgomery County Schools Health Care Consortium Trust Agreement to permit community colleges to participate in the Consortium. Attachment 15 (pg. 15-1)
7. A motion authorizing the administration to pursue federal, state and local funds consistent with the MBIT approved Strategic Plan.

XI. Adjournment