

**MIDDLE BUCKS INSTITUTE OF TECHNOLOGY**  
***EXECUTIVE COUNCIL AGENDA***  
**September 9, 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 August 12, 2013 Meeting - Attachment 1 (pg. 1-1)
- VIII. Routine Business:
  - A. Administrative Report
    - 1. Staff In-Service Summary – Mrs. Denise Dohoney
    - 2. First Days of School – Mrs. Stacy Pakula
    - 3. Comprehensive Plan – Mrs. Kathryn Strouse
    - 4. 2013/14 Goals and Objectives – Mrs. Kathryn Strouse – Attachment 2 (pg. 2-1)
  - B. A motion to receive and file MBIT's update including activities/events, correspondence and related matters as per Attachment 3 (pg. 3-1).
  - C. Committees Reports
    - 1. Professional Advisory Council – Dr. Raymond Boccuti, Chairperson. Attachment 4 (pg. 4-1)
    - 2. The Building, Security and Technology Committee meeting scheduled on Tuesday, September 3, 2013 at 4:30 PM was cancelled. – Mrs. Bernadette Heenan, Chairperson. Attachment 5 (pg. 5-1)
    - 3. The Program, Policy and Personnel Committee meeting scheduled on Tuesday, September 3, 2013 at 5:15 PM was cancelled. – Mrs. Betty Huf, Chairperson. Attachment 6 (pg. 6-1)
    - 4. The Finance Committee meeting scheduled on Tuesday, September 3, 2013 at 6:00 PM was cancelled. – Ms. Katherine Driban, Chairperson. Attachment 7 (pg. 7-1)

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- D. A motion to approve the Cash Payments Report – August. Attachment 8 (pg. 8-1)
  - E. A motion to receive and file the Treasurer's Report – July. Attachment 9 (pg. 9-1)
- IX. Current Agenda Items
- A. Personnel Items
    - 1. A motion to approve the qualifying leave of absence consistent with Policy #335.1 – Family and Medical Leave for Nancy Messick, Adult Education Coordinator, effective October 16, 2013.
    - 2. A motion to ratify employment of the additional fall 2013 Adult Evening School staff. Attachment 10 (pg. 10-1)
    - 3. A motion to approve the Occupational Advisory Committee Members (OAC) for the 2013/14 school year. Attachment 11 (pg. 11-1)
    - 4. A motion to approve the additions to the substitute staff listing for the 2013-14 school year. Attachment 12 (pg. 12-1)
  - B. Policies
    - 1. FIRST READING

The administration requests the Executive Council to accept for first reading the following revised Board Policies: Attachment 13 (pg. 13-1):

      - a. Revised Policy No. 335.1 – Family and Medical Leave – Administrative Employees Section
      - b. Revised Policy No. 435.1 – Family and Medical Leave – Professional Employees Section
      - c. Revised Policy No. 535.1 – Family and Medical Leave – Classified Employees Section
  - C. Other Matters for Consideration
    - 1. A motion to approve and implement the contracts for the Perkins Grant (Federal) for the 2013-2014 school year. Attachment 14 (14-1)
    - 2. A motion to approve the Articulation Agreement with Universal Technical Institute. Attachment 15 (pg. 15-1)
    - 3. A motion to approve Chapter 339 Guidance Plan. Attachment 16 (pg. 16-1)

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4. A motion to receive and file the 2013/14 Administrative Goals and Objectives. Attachment 2 (pg. 2-1)

X. Adjournment