

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

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Reorganization – Executive Council Officers
 - A. Election of Executive Council Secretary
- V. Introductions and Public Comment
- VI. Chairperson’s Report
- VII. Executive Council Comments
- VIII. Approval of Minutes of the February 10, 2014 Meeting - Attachment 1 (pg. 1-1)
- IX. Routine Business:
 - A. Administrative Report
 - 1. Health Science Career Cluster/HOSA – G. Boccella, L. Cuffari, and Students
 - 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. The Building, Security and Technology Committee meeting scheduled on Tuesday, March 4, 2014 at 4:30 PM was cancelled. – Mr. Joseph Jagelka, Chairperson. Attachment 4 (pg. 4-1)
 - 3. The Program, Policy and Personnel Committee meeting scheduled on Tuesday, March 4, 2014 at 5:15 PM was cancelled. – Mrs. Betty Huf, Chairperson Attachment 5 (pg. 5-1)
 - 4. The Finance Committee meeting scheduled on Tuesday, March 4, 2014 at 6:00 PM was cancelled. – Mrs. Kelly Unger, Chairperson. Attachment 6 (pg. 6-1)

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- D. A motion to approve the Cash Payments Report – February. Attachment 7 (pg. 7-1)
- E. A motion to receive and file the Treasurer's Report – January. Attachment 8 (pg. 8-1)
- X. Current Agenda Items
 - A. Personnel Items
 - 1. A motion to ratify the qualifying leave of absence consistent with Policy #535.1 – Family and Medical Leave for Susan Burns, Instructional Assistant, effective March 5, 2014.
 - 2. A motion to approve the employment of Elizabeth Crilley at a rate of \$50.00/hour, paid through Perkins, with statutory benefits only, to serve as a classroom mentor for 75 hours effective March 17, 2014 through June 6, 2014.
 - 3. A motion to approve the additions to the substitute staff listing for the 2013-14 school year. Attachment 9 (pg. 9-1)
 - 4. A motion to accept the resignation of Robin Ackerman, Instructional Assistant, effective March 20, 2014.
 - B. Policies
 - 1. FIRST READING
 - a. Revised Policy No. 815 – Acceptable Use of Electronic Resources

The administration requests the Executive Council accept for first reading revised Board Policy No. 815, Acceptable Use of Electronic Resources, in the Operations Section. Attachment 10 (pg. 10-1)
 - C. Other Matters for Consideration
 - 1. A motion to approve the proposed Middle Bucks Institute of Technology 2014-2015 General Fund Budget. (Enclosure)
 - 2. A motion to approve the proposed Middle Bucks Institute of Technology various non-major fund budgets for 2014-2015 (Enclosure)
 - 3. A motion to authorize the Business Office to solicit bids for lab supplies for the 2014/2015 school year.

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4. A motion to authorize administration to plan, develop and market a summer career enrichment program. Attachment 11 (pg. 11-1)
5. A motion to receive and file the January 24, 2014 Local Advisory Council minutes. Attachment 12 (pg. 12-1)
6. A motion to approve revisions to the 2013-2014 school calendar. Attachment 13 (pg. 13-1)
7. A motion to purchase a 3-year site license for eWalkPLUS, a tool to assist with classroom observations, at a cost of \$2,700.00 funded by the 2013-2014 Perkins Grant. Attachment 14 (pg. 14-1)
8. A motion to accept bid proposal from Singer Equipment Company in amount of \$17,633.69 for a Rational Self-Cooking Center for the Culinary Arts program. This oven will be purchased with funds from PA Department of Education Equipment Grant #122-14-4036 with required local matching funds from the Capital Reserve Fund. Attachment 15 (pg. 15-1)
9. A motion to purchase Structural Engineering Trainer System via PEPPM from Allegheny Educational Systems, Inc. at a cost of \$24,935.04 and courseware software directly from AES at cost of \$2,205 for the Engineering Related Technologies program. The system is funded by PA Department of Education Equipment Grant #122-14-4036 with required local matching funds from the Capital Reserve Fund. Attachment 16 (pg. 16-1)
10. A motion to purchase RED Epic-X-Mysterium-X® digital camera system from RED DIGITAL CINEMA at a cost of \$27,663.50 for the Multi Media Technology program. RED DIGITAL CINEMA is a sole source provider. The system is funded by PA Department of Education Equipment Grant #122-14-4036 with required local matching funds from the Capital Reserve Fund. Attachment 17 (pg. 17-1)
11. A motion to receive and file the Summary Appraisal Report for Insurance Purposes for Middle Bucks Institute of Technology dated October 31, 2013. Attachment 18 (pg. 18-1)
12. A motion to approve budget transfers. Attachment 19 (pg. 19-1)

XI. Adjournment