

MIDDLE BUCKS INSTITUTE OF TECHNOLOGY
EXECUTIVE COUNCIL AGENDA
May 13, 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 April 8, 2013 Meeting - Attachment 1 (pg. 1-1)
- VIII. Routine Business:
 - A. Administrative Report
 - 1. Student Recognition – SkillsUSA, District 2 and State – Mrs. Pamela Swoyer Attachment 2 (pg. 2-1)
 - 2. Student Recognition – HOSA, State – Mrs. Marsha Moyer Attachment 3 (pg. 3-1)
 - 3. Student Recognition - Greater Philadelphia Automotive Technology Competition – Mr. Paul Ciarlone Attachment 4 (pg. 4-1)
 - 4. Student Recognition – 2013 Pennsylvania High School Computer Fair Regional Competition – Dr. Thomas Viviano Attachment 5 (pg. 5-1)
 - 5. Bond Restructuring Presentation – Brad Remig, Financial Advisor – PFM, and Kevin Reid, Esquire, Bond Counsel, King Spry Attachment 6 (pg. 6-1)
 - B. A motion to receive and file MBIT's update including activities/events, correspondence and related matters as per Attachment 7 (pg. 7-1).
 - C. Committees Reports
 - 1. Professional Advisory Council – Dr. Raymond Boccuti, Chairperson. Attachment 8 (pg. 8-1)
 - 2. Building, Security and Technology Committee, Mrs. Bernadette Heenan Chairperson Attachment 9 (pg. 9-1)

EXECUTIVE COUNCIL AGENDA

May 13, 2013

3. Program, Policy and Personnel Committee, Mrs. Betty Huf, Chairperson
Attachment 10 (pg. 10-1)
 4. Finance Committee – Ms. Katherine Driban, Chairperson. Attachment 11
(pg. 11-1)
- D. A motion to approve the Cash Payments Report – April. Attachment 12 (pg. 12-1)
- E. A motion to receive and file the Treasurer's Report – March. Attachment 13
(pg. 13-1)
- IX. Current Agenda Items
- A. Personnel Items
1. A motion to approve the resignation of Thomas Viviano, Assistant Director, effective June 28, 2013.
 2. A motion to appoint Stacy Pakula as Career and Technical Supervisor at a salary of \$99,500 per year, with benefits as per the existing Act 93 Agreement and based upon a 260 day schedule, effective August 1, 2013 conditional upon receipt of PDE Comprehensive Vocational Ed Supervisor certificate and other necessary PDE approval.
 3. A motion to provide Stacy Pakula with a one month compensation stipend in the amount of \$2,100 to be paid for addition job responsibilities and duties during the month of July 2013.
 4. A motion to appoint Robert Vining as Treasurer for Middle Bucks Institute of Technology Executive Council for the 2013-14 fiscal year.
 5. A motion to approve the employment of the 2013 summer staff, with statutory benefits. Attachment 14 (pg. 14-1)
 6. A motion to approve the additions to the substitute staff listing for the 2012-13 school year. Attachment 15 (pg. 15-1)
- B. Policies
1. ADOPTION
 - a. Revised Policy No. 815 – Acceptable Use of Electronic Resources

The administration requests the Executive Council accept for adoption revised Board Policy No. 815, Acceptable Use of Electronic Resources, in the Operations Section. Attachment 16 (pg. 16-1)

EXECUTIVE COUNCIL AGENDA
May 13, 2013

b. Revised Policy No. 817 – Energy Conservation

The administration requests the Executive Council accept for adoption revised Board Policy No. 817, Energy Conservation, in the Operations Section. Attachment 17 (pg. 17-1)

C. Other Matters for Consideration

1. A motion to approve additional field trips for the 2012/13 school year. Attachment 18 (pg. 18-1)
2. A motion to approve the 2013-2014 Li'l Bucks Partners in Learning calendar. Attachment 19 (pg. 19-1)
3. A motion to approve the 2013-2014 tuition schedule for Li'l Bucks Partners in Learning. Attachment 20 (pg. 20-1)
4. A motion to reappoint Jeffrey P. Garton from Begley, Carlin and Mandio to serve as the Solicitor for the 2013-14 school year.
5. A motion to receive and file the April 22, 2013 Middle Bucks Area Vocational Technical School Authority Minutes. Attachment 21 (pg. 21-1)
6. A motion to approve the participation in and use of joint purchasing arrangements and cooperatives. Attachment 22 (pg. 22-1)
7. A motion to authorize Administration to enter into a service agreement with Interquest Detection Canines for the 2013-14 school year, for a minimum of 6 visits at a cost of \$225 per half day and \$450 per full day. Attachment 23 (pg. 23-1)
8. A motion to approve the renewal of the Study Island software, effective July 1, 2013 through June 30, 2014, at a cost of \$4,434.96. Attachment 24 (pg. 24-1)
9. A motion to accept the Department of Environmental Protection Grant EEF# EE130087 in the amount of \$3,000 for the purchase of a Geothermal Heat Pump Training System. Attachment 25 (pg. 25-1)
10. A motion to approve the Articulation Agreements with Bucks County Community College – Criminal Justice, Fire Science. Attachment 26 (pg. 26-1)
11. A motion to approve the Articulation Agreement between the Hussian School of Art and Middle Bucks Institute of Technology. Attachment 27 (pg. 27-1)

EXECUTIVE COUNCIL AGENDA

May 13, 2013

12. A motion to authorize Administration to enter into and execute a lease agreement for computers, for a term of 36 months, at a cost not to exceed \$7,750.00 per quarter. Attachment 28 (pg. 28-1)
13. A motion ratifying the purchase of an extended three year warranty and correcting purchase cost of HP Designjet T1200 HD Multifunction Printer to \$19,179.29.
14. A motion to authorize Administration to enter into and execute a lease agreement with Pitney Bowes for a reconditioned postage machine, at a cost of \$177.00 per month, for a term of 63 months beginning in June 2013. Attachment 29 (pg. 29-1)
15. A resolution to approve the TD Cash Management Master Agreement and to authorize the execution of same by Administrative Director and/or Business Manager. Attachment 30 (pg. 30-1)
16. The Executive Council of Middle Bucks Institute of Technology hereby adopts a Resolution, the full text of said Resolution having been provided to each member of the Executive Council and the full text of which is incorporated into this Motion by specific reference to the Resolution, authorizing inter alia., the execution of a Supplemental Lease Agreement with the Middle Bucks Area Vocational Technical School Authority in order to provide for lease rental payments to amortize a new series of Bonds and the authorization of the appropriate officers and officials of the Middle Bucks Institute of Technology to execute any and all necessary documents in order to carry out the project financed by the Middle Bucks Area Vocational Technical School Authority's Revenue Bonds Series of 2013. Attachment 31 (pg. 31-1)
17. A motion to approve budget transfers. Attachment 32 (pg. 32-1)

X. Adjournment