

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

- 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 October 13, 2014 Meeting - Attachment 1 (pg. 7)
- VIII. Routine Business:
 - A. Administrative Report
 - 1. Presentation of the 2015/16 Preliminary Budget – Mr. Robert Vining
 - 2. Presentation of the MBIT Independent Audit Report prepared by Dreslin and Co., Inc. for the fiscal year ending June 30, 2014 – Mr. Robert Vining
 - B. A motion to receive and file MBIT's update including activities/events, correspondence and related matters as per Attachment 2 (pg. 12)
 - C. Committees Reports
 - 1. Professional Advisory Council – Dr. Joyce A. Mundy, Chairperson. Attachment 3 (pg. 15)
 - 2. Building, Security and Technology Committee meeting scheduled on Wednesday, November 5, 2014 at 4:30PM was cancelled – Mr. Joseph Jagelka, Chairperson. Attachment 4 (pg. 16)
 - 3. Program, Policy and Personnel Committee – Mrs. Betty Huf, Chairperson. Attachment 5 (pg. 17)
 - 4. Finance Committee – Mrs. Kelly Unger, Chairperson. Attachment 6 (pg. 18)
 - D. A motion to approve the Cash Payments Report – October. Attachment 7 (pg. 20)

EXECUTIVE COUNCIL AGENDA

November 10, 2014

- E. A motion to receive and file the Treasurer's Report – September. Attachment 8 (pg. 36)

IX. Current Agenda Items

A. Personnel Items

1. A motion to approve the job description and begin recruiting for the Sports Management and Exercise Therapy Teacher. Attachment 9 (pg. 52)
2. A motion to approve the qualifying leave of absence consistent with Policy #535.1 – Family and Medical Leave for Richard Shustack, Maintenance Mechanic, effective December 22, 2014.
3. A motion to approve the qualifying personal leave of absence consistent with Policy #536 – Personal Necessity Leave for Meghan Reiff, Instructional Assistant, effective November 6, 2014.
4. A motion to approve the membership of the Middle Bucks Local Advisory Council for the 2015 calendar year. Attachment 10 (pg. 55)
5. A motion to ratify employment of the additional fall 2014 Adult Evening School staff. Attachment 11 (pg. 58)
6. A motion to approve the additions to the substitute staff listing for the 2014-2015 school year. Attachment 12 (pg. 59)

B. Other Matters for Consideration

1. A motion to receive and file the calendar of the Executive Council public meeting dates for the 2015 year. Attachment 13 (pg. 60)
2. A motion to receive and file the MBAVTS Authority Audit Report prepared by Dreslin and Co., Inc. for the fiscal year ending June 30, 2014. Attachment 14 (pg. 61)
3. A motion to receive and file the MBIT Independent Audit Report prepared by Dreslin and Co., Inc. for the fiscal year ending June 30, 2014. Attachment 15 (pg. 87)
4. A motion to receive and file the GASB 45 actuarial valuation report as of September 1, 2014 from Conrad Siegel Actuaries for financial reporting in fiscal years ended June 30, 2016, 2017 and 2018. Attachment 16 (pg. 130)
5. A motion to approve the Pennsylvania Department of Education Comprehensive Guidance and Counseling Plan. Attachment 17 (pg. 144)

EXECUTIVE COUNCIL AGENDA

November 10, 2014

6. A motion to approve the Articulation Agreement with Universal Technical Institute (UTI) – Automotive/Automotive Diesel and Collision Repair and Refinish Technology. Attachment 18 (pg. 182)
7. A motion to approve the Articulation Agreement with Northampton Community College - Automotive Technology. Attachment 19 (pg. 187)
8. A motion to reappoint Dreslin and Co., Inc. as auditors for Middle Buck Institute of Technology and MBAVTS Authority for years ending June 30, 2015, 2016 and 2017. Attachment 20 (pg. 193)
9. A motion to approve a 5-year contract with Burns Mechanical Inc. to provide comprehensive HVAC maintenance services at a cost of \$44,750.00. Attachment 21 (pg. 194)
10. A motion to authorize the Business Manager to execute a contract with a provider for unbundled fixed energy pricing not to exceed 12% of the current rate for energy.
11. A motion to accept the bids for automotive equipment including a tire changer, wheel balancer and 2-post lift to be purchased with the Pennsylvania Department of Education Supplemental CTE Grant. Attachment 22 (pg. 209) (Addendum to be distributed)
12. A motion to approve budget transfers. Attachment 23 (pg. 211)
13. A motion to cancel the December public meeting and authorize the Administration to pay bills to be ratified at the January meeting.

X. Adjournment