

Program, Policy, and Personnel Committee Meeting Minutes
January 5, 2016
Main Office Large Conference Room
6:00 pm

Present: Mrs. Beth Darcy, Ms. Kati Driban, Dr. Bill Foster, Mr. John Gamble, Mr. Charles Kleinschmidt, Mrs. Karen Smith and Mrs. Kathryn Strouse

- Personnel: The PPP Committee members reviewed the personnel matters on the January Executive Council agenda and recommended submitting them to the Executive Council for approval. The items on the agenda included;
 - FMLA
 - Leave of Absence
 - Employment
 - Sabbatical
 - Additional 2016 Local Advisory Council Membership
 - Additional Spring 2016 Adult Education Evening School Programs and Staff
 - Additional Substitute Staff
- Revised Policy – Policy 412 Evaluation of Professional Employees – First Read: The Director reviewed a draft of revised Policy 412 – Evaluation of Professional Employees, which was revised to comply with the new PDE Teacher Evaluation process.
- New Policies – Second Read: The Director provided the PPP Committee with a copies of five proposed policies to review that included:
 - 000 – Executive Council Policy/Administrative Regulations
 - 105.1 – Curriculum Review by Parents/Guardian and Students
 - 105.2 – Exemption from Instruction
 - 113.1 – Discipline of Students with Disabilities
 - 113.2 – Behavior Support
 - 203.1 – HIV Infection

Ms. Driban requested that Policy #000 be modified to include a definition for the Administrative Director.

- Additional Resources: The Director provided the PPP Committee with copies of Policy 819 Suicide Awareness Resources. The Director also discussed deleting Policy 821 – Suicide because it is obsolete since it does not comply with Act 71.
- Keystone STARS Rising Star Support Grant: The Director reviewed the Keystone Stars Grant awarded to Li'l Bucks Childcare Center in the amount of \$12,505.00. The grant stipulates that bonuses are to be awarded with a portion of the grant money to the teaching staff based on their level of education. The Group Leaders will each received \$1805.00 and Assistant Group Leaders will each receive \$700.00. The remainder of the grant money will be used to support professional development and the purchase of supplies and equipment for the childcare center. The committee agreed and recommends the Executive Council approve the Keystone STARS Grant. The PPP Committee supported moving this agenda item forward for approval.

- Comprehensive Planning Steering Committee: The Director reviewed the Comprehensive Planning process with the PPP Committee. The Executive Council Chairperson appointed Dr. Bill Foster and Mr. John Gamble to serve as representatives on the Comprehensive Planning Steering Committee. The Comprehensive Planning Steering Committee meeting is scheduled to meet on February 28, 2016 from 8AM to 11AM.

The Director mentioned that recruiting parent representatives to serve on the Comprehensive Planning Steering Committee has been a challenge. The PPP committee members suggested some parents they thought would be willing to participate. The Director will reach out those parents to see if there is an interest.

- Articulation Agreements: The Director reviewed the post-secondary Articulation Agreements to be renewed that included:
 - Bucks County Community College
 - Commercial Art & Design
 - Culinary Arts
 - Early Childhood Care & Education
 - Engineering Related Technology
 - Medical and Health Professions
 - Multimedia Technology
 - Networking and Operation Systems Security
 - Public Safety
 - Web Page, Digital Multimedia & Information Resources
 - Culinary Institute of America – Culinary Arts & Science
 - Johnson and Wales – Culinary Arts & Science

The PPP Committee supported moving these motions forward for approval at the January Executive Council meeting.

- Beef in the Classroom Grant: The Director shared that the Culinary Arts and Science program had been awarded \$1,125.00 by the Classroom Grant Program funded by the Beef Checkoff for the purchase of beef. This is the second year the culinary program has received this grant. The PPP Committee supported moving this motion forward for approval at the January Executive Council meeting.
- Additional Field Trip: The Director discussed an additional field trip for our Philanthropy Today students to visit the agencies they interested in supporting with the \$10,000.00 provided to them from the Raab Foundation and a private citizen. The PPP Committee supported moving this motion forward for approval at the January Executive Council meeting.

The meeting adjourned at 6:30PM. The next regularly scheduled meeting of the PPP Committee is February 2, 2016 at 6:00PM.