

***Program, Policy, and Personnel Committee Meeting Minutes***  
***June 2, 2015***  
***Main Office Large Conference Room***  
***6:00 pm***

Present: Ms. Kati Driban, Dr. Bill Foster, Mr. James Hayden, Mr. Charles Kleinschmidt, and Mrs. Kathryn Strouse

- **Personnel:** The PPP Committee members reviewed the personnel matters on the June Executive Council agenda and recommended submitting them to the Executive Council for approval. The items on the agenda included;
  - Summer Employment
  - Primary textbooks
  - Field trips and non-paid work-based experiences
- **Act 93 Agreement:** The PPP Committee reviewed the new Act 93 Agreement that will be voted on for approval at the June Executive Council meeting.
- **Memorandum of Understanding – Legal Issues:** The Director provided a draft of the Memorandum of Understanding (MOU) between MBIT and the Sending School Districts. The MOU was created to outline how legal proceedings for a student enrolled at both MBIT and the sending school district will be managed. The Director shared that the agreement has been reviewed by the Solicitor and the four Superintendents. The Superintendents supported the Memorandum and recommend it move forward to their respective School Boards for approval. The PPP Committee would like the Solicitor to review Section II. Notification of Legal Action – E for further clarification. The Director will speak with the Solicitor about this request so it can be addressed at the June Executive Council meeting.
- **Enrollment:** The Director reported that there are 781 students enrolled for the 2015-2016 school year. The special education population for the upcoming school year is 45%.
- **2015-2016 Programs and Staffing:** The Director recommended all programs for full-time status with the exception of Computerized Drafting and Engineering Design, Construction Carpentry, Dental Occupations and Health Occupations, which will be recommended for probation status for the 2015-2016 school year.
- **Salary Increases:** The Director discussed the evaluation process and recommended a 1.56% percentage increase for non-bargaining unit personnel. The PPP committee supported moving this recommendation to the Executive Council at the June meeting.
- **Out of District Students:** The Director reported that a student residing out of district applied to Middle Bucks. A letter was sent to the parents explaining that according to Pennsylvania School Code, if a student attends a district that does participate in a Career and Technical Center (CTC), the student must attend the CTC in which the district participates (24 P.S. 1850.1(b) (21). Based on this information, the application has been denied.

- Warwick Township Police MOU: The Memorandum of Understanding with Warwick Township Police that outlines the responsibilities of both Middle Bucks and Warwick Township Police in the event of an emergency needs to be reapproved. The only change requested by Chief Goldberg was that Terroristic Threat be added to the mandatory reporting list.
- Accidental Death or Dismemberment Insurance: The Director reported that Accidental Death or Dismemberment Insurance is available at no cost to Executive Council members through our insurance carrier; and directed them to speak with the Business Manager if they are interested in obtaining this coverage.
- Revised Policies – First Read: The Director reviewed revised Policy 222 – Smoking that now includes language about use of vapor products and Policy 806 – Child - Student Abuse, which has been totally rewritten to comply with the new state legislation and mandated reporting requirements.

The next regularly scheduled meeting of the PPP Committee is August 4, 2015 at 6:00PM.