

***Program, Policy, and Personnel Committee Meeting Minutes  
August 6, 2013  
Main Office Large Conference Room  
5:15 pm***

Present: Mr. Joseph Jagelka, Mr. Charles Kleinschmidt and Mrs. Kathryn Strouse

- Mr. Jagelka and Mr. Kleinschmidt reviewed the personnel matters on the August Executive Council agenda and recommended submitting them to the Executive Council for approval. The items on the agenda included approval of:
  - Termination/Reassignment
  - New Staff
  - Li'l Bucks Staff
  - Salary Adjustment – Custodial Staff
  - FMLA Request
  - Mentor Teachers
  - Advisor Teachers
  - Civil Rights Officer
  - Guest Teachers and Substitute Staff
- The Director reviewed the minor modifications to the organization chart, which included the CTE Supervisor reporting to Director and the Guidance Counselor reporting to the Assistant Director.
- The Director reviewed the changes to the Student Code of Conduct and the Adult Day Student Handbooks.
- The Director provided a copy of the new Li'l Bucks Partners in Learning Staff and Parent Handbooks developed in cooperation with the Department of Public Welfare and Keystone Stars guidelines.
- The Director reviewed the Memorandum of Understanding with the Bureau of Career and Technical Education (BCTE) to participate in the Technical Assistance Program. This is the sixth year MBIT will take part in the TAP initiative.
- The Director informed the Committee members that they will need to select a new PSBA Voting Delegate to represent Middle Bucks during the 2013-2014 school year.