

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

Present: Dr. Bill Foster, Mr. John Gamble, Mr. Charles Kleinschmidt and Mrs. Kathryn Strouse

- Personnel: The PPP Committee members reviewed the personnel matters on the October Executive Council agenda and recommended submitting them to the Executive Council for approval. The items on the agenda included;
 - Leave of Absence - Disability
 - FMLA
 - Additional Adult Education Evening School Staff
 - Substitute Staff
- New Policy 819 Suicide Awareness, Prevention, and Response – First Read: The Director reviewed a draft of new Policy 819 – Suicide Awareness, Prevention and Response. This policy complies Act 71, which requires school entities to adopt a youth suicide awareness and prevention policy; provide ongoing professional development in youth suicide awareness and prevention for professional educators and incorporate curriculum on this topic into instructional programs pursuant to their youth suicide awareness and prevention policies.
- Policies Language Revisions: The Director reviewed recommended minor language changes to the following policies:
 - Policy 007 – Policy Manual Access
 - Policy 100 – Comprehensive Plan
 - Policy 102 – Career and Technical Standards
 - Policy 105 – Curriculum Development
 - Policy 113 – Special Education
- MOU – Legal Issues: The Director reported that Centennial and Council Rock School Districts' Solicitors have requested modifications to the Memorandum of Understanding between MBIT and the sending school districts created to outline how legal proceedings for a student enrolled at both MBIT and the sending school district will be managed. The Director said the Middle Bucks Executive Council will be asked to vote to reapprove the revised Memorandum at the October meeting and it will then be forwarded to the respective School Boards for review and consideration.
- Agreement for Contracted Services with Dentists for Dental Clinic: The Director explained that our Dental teacher is interested in establishing a Dental Clinic that would be open twice a month to provide services to patients without dental insurance for a minimal fee. There are two Dentists willing to donate their services and work with our dental students at the on-site clinic. The Executive Council will be asked to approve an agreement for contracted services with the Dentist at the October meeting. The PPP Committee supported moving this contract forward for approval at the October Executive Council meeting.

- Agreement with Health Occupations Instructor to Administer Medication: The Director reviewed an agreement between Middle Bucks Institute of Technology and the new Health Occupations teacher that outlines the parameters if the teacher is needed to provide coverage in the Healthcare Suite. This agreement is currently in place with our Health Sciences teacher. The PPP Committee supported moving this agreement forward for approval at the October Executive Council meeting.
- Articulation Agreement with Triangle Tech: The Director reviewed an articulation agreement with Triangle Tech that provides students in Electrical Technology with up to 9 credits, Construction/Carpentry with up to 6.5 credits, and Welding Technology with up to 16 credits for successful completion of their Program of Study at Middle Bucks. The PPP Committee supported moving this agreement forward for approval at the October Executive Council meeting.
- Global Compliance Network Online Training – Renewal: The Director shared information about GCN Training, which provides on-training tutorials in a variety of different disciplines including human resources, OSHA, and professional development. This on-line training network has been a valuable tool for all staff members regardless of their role in the organization. The PPP Committee supported moving this agreement forward for approval at the October Executive Council meeting.
- Additional Field Trip: The Director discussed the additional field trip that our drafting, plumbing and HVAC students attended on October 2, 2015. The group spent the day at Worth and Company as part of a county-wide event called Manufacturing Day sponsored by the Workforce Development Board. The PPP Committee supported moving this motion forward for approval at the October Executive Council meeting.
- Middle Bucks Farmhouse: The PPP Committee members inquired about the status of the farmhouse. The Director informed the committee that the abatement of asbestos in the farmhouse had been complete. Additionally, Mr. Hansen had met with the Warwick Township Zoning Officer, who explained that in order to sell the farmhouse, the Executive Council would need to apply and obtain approval for a variance to sub-divide through the Zoning & Hearing Board. The neighbors would be notified and public comment would be heard, recorded and those public comments can have impact on the decision making process. The present zoning is considered rural-agricultural with MBIT as a permitted use of the land. The Executive Council would need to apply for a variance for the property to allow a single family dwelling. The Zoning Officer said if the farmhouse and property were to be sold, then the minimum lot size would need to be 2 acres. Additionally, public improvements such as sidewalks maybe required. The PPP Committee recommended reviewing the options at the Executive Council meeting to decide whether to renovate, demolish or sub-divide then sell the farmhouse.

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