

MIDDLE BUCKS INSTITUTE OF TECHNOLOGY
EXECUTIVE COUNCIL AGENDA
April 13, 2015

- 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. A motion to elect a Secretary to fill the position left vacant by the resignation of Mrs. Susan Atkinson, Executive Council Secretary, New Hope Solebury School District.
- VIII. Approval of Minutes of the March 9, 2015 Meeting - Attachment 1 (pg. 7)
- IX. Routine Business
 - A. Administrative Report
 - 1. Culinary Arts Program – Mr. Michael McCombe and Students
 - B. A motion to receive and file MBIT's update including activities/events, correspondence and related matters as per Attachment 2 (pg. 13).
 - C. Committees Reports
 - 1. Professional Advisory Council – Dr. Joyce A. Mundy, Chairperson. Attachment 3 (pg. 17)
 - 2. The Finance Committee meeting scheduled on Tuesday, April 7, 2015 at 4:30 PM was cancelled. – Mrs. Kelly Unger, Chairperson. Attachment 4 (pg. 18)
 - 3. Building, Security and Technology Committee – Mr. Joseph Jagelka, Chairperson. Attachment 5 (pg. 19)
 - 4. Program, Policy and Personnel Committee – Dr. Bill Foster, Chairperson. Attachment 6 (pg. 21)
 - D. A motion to approve the Cash Payments Report – March. Attachment 7 (pg. 22)
 - E. A motion to receive and file the Treasurer's Report – February. Attachment 8 (pg. 40)

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X. Current Agenda Items

A. Personnel Items

1. A motion to ratify the employment of Nancy Doster as full-time Administrative Assistant – Assistant Director; Systems Manager – Curriculum, at an hourly rate of \$17.50/hour, with benefits, effective March 31, 2015.
2. A motion to approve the part-time employment of Krista Sluzalis, student in the Early Childhood Care and Education Program, to work in a co-op position as an Aide for Li'l Bucks Partners in Learning, at a rate of \$9.00/hour, effective April 20, 2015.
3. A motion to approve the retirement of Allan Roberts, Engineering Related Technology Teacher, effective June 30, 2015.
4. A motion to re-appoint Robert Vining to represent Middle Bucks Institute of Technology as a Trustee for the Bucks and Montgomery County Schools Health Care Consortium effective July 1, 2015.
5. A motion to approve the additions to the substitute staff listing for the 2014-15 school year. Attachment 9 (pg. 56)

B. Policies

1. FIRST READING

a. Revised Policy No. 620 – Fund Balance

The administration requests the Executive Council accept for first reading revised Board Policy No. 620, Fund Balance, in the Finances Section. Attachment 10 (pg. 57)

C. Other Matters for Consideration

1. A motion to approve the additional field trips for the 2014/15 school year. Attachment 11 (pg. 59)
2. A motion to approve the revised 2014-2015 Li'l Bucks Partners in Learning calendar. Attachment 12 (pg. 60)
3. A motion to approve the 2015-2016 Li'l Bucks Partners in Learning calendar. Attachment 13 (pg. 61)
4. A motion to approve the revised 2014-2015 school calendar. Attachment 14 (pg. 62)

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5. A motion to approve the 2015-2016 school calendar. Attachment 15 (pg. 64)
6. A motion to receive and file the PLANCON Part K: Project Refinancing documents and appended materials from the Pennsylvania Department of Education. Attachment 16 (Pg. 72)
7. A motion to extend lawn cutting and property maintenance agreement until December 31, 2016 with W.D.B. Landscaping, Inc. with no increase to cost of services. Attachment 17 (pg. 80)
8. A motion authorizing use of Guaranteed Energy Savings Performance Contract process in accordance with Pennsylvania Act 39 of 2010 for HVAC upgrades in B-Wing.
9. A motion to ratify the locking of “basis” portion of natural gas cost at \$0.6613/DTH 100% tolerance with Constellation for 24 months starting July 2015. Attachment 18 (pg. 81)
10. A motion to accept bid proposal from Grimco, Inc. in amount of \$22,894 for a Latex Wide Format Printer for the Commercial Art program. This printer will be purchased with funds from PA Department of Education Equipment Grant #122-15-0019 with required local matching funds from the Capital Reserve Fund. Attachment 19 (pg. 82)
11. A motion to accept bid proposal from Tool & Equipment Solutions in amount of \$27,150 for an Automobile Scissor Lift for the Automotive Technology program. This lift will be purchased with funds from PA Department of Education Equipment Grant #122-15-0019 with required local matching funds from the Capital Reserve Fund. Attachment 19 (pg. 82)
12. A motion to accept bid proposal from Tool & Equipment Solutions in amount of \$29,646 for an Alignment System for the Automotive Technology program. This alignment system will be purchased with funds from PA Department of Education Equipment Grant #122-15-0019 with required local matching funds from the Capital Reserve Fund. Attachment 19 (pg. 82)
13. A motion to approve budget transfers. Attachment 20 (pg. 84)

XI. Adjournment