

**REGULAR SCHOOL BOARD MEETING
CENTRAL BUCKS SCHOOL DISTRICT**

January 28, 2014

The Central Bucks Board of School Directors held its meeting on Tuesday, January 28, 2014.

Meeting was called to order by President Beall at 7:20 p.m. followed by the Pledge of

ADMINISTRATORS PRESENT

Dr. David Weitzel, Dr. Nancy Silvius, Scott Kennedy, Gilbert Martini, David Motuea, Dale Scafuro, Edward Sherretta

ALSO PRESENT

APPROVAL OF MINUTES

Motion by John Goshko, seconded by Tedor Tomlinson, to approve the minutes of the January 21, 2014 meeting, submitted by Tracy Tomlinson, to approve the minutes of the previous

Motion Approved 6-0.

PUBLIC COMMENT

Andrew O'Connell recommended the district purchase a MIP Q-Track Manager's Diagnostic Spectrometer to help students in Biology, Chemistry, and Physics classes. Bill Davis expressed his opposition to the Standards-Based reporting initiative at the elementary level. Marv Schwartz, Laura Jackson, Thomas Brennan, George Jackson, Kathryn Miller, Morgan Tait, Kelly Tait commented on support for the former CB Board Field Hockey and Tennis coach.

SUPERINTENDENT'S REPORT

Dr. Weitzel announced that Kristin Newfield, an Art teacher at the elementary level, had

Dr. Weitzel announced that U.S. Governor Tom Corbett and Tim Elzer, a representative from the Pennsylvania Department of Education, will be coming to Central Bucks School District on

Thursday, January 31, to present the "Governor's Award for Excellence in Academics" to

2014-2015 Preliminary Budget Adoption

Mr. Matyas presented a report on the Preliminary Budget Adoption. The 2014-2015 budget is an increase of \$2,702,057 over the 2013-2014 budget. Approximately \$5.2M is attributed to increased retirement system contributions. The remaining \$2M is attributed to salaries and health care benefit increases. The budget presentation also reviewed student enrollment and enrollment trends. Expenses by major budget areas were reviewed as well as the impact that mandated continues to refine staffing needs, refine health care numbers, analyze revenue and expenditure projections, and will analyze the Governor's proposed budget when that becomes available. The Board this evening is being asked to approve the 2014-2015 Preliminary Budget in the amount of \$299,482,939. On May 28, 2014 the Board will be asked to adopt the final budget.

SCHOOL BOARD REPORTS

TREASURER'S REPORT AND SUMMARY OF FUND DISBURSEMENTS

Motion by Jerel Wohl, supported by Joseph Jagelka, to approve the Treasurer's Report and Summary of Fund Disbursements for the months of November 2013 and December 2013.

Capital Fund (net voids)	1,054,671.51
TOTAL ALL FUNDS	\$20,705,201.36

Food Service	0.00
TOTAL ALL FUNDS	\$47,044,764.74

Motion Not Passed (there was no quorum) 4-0-2. (Geryl McMullin, Joseph Jagelka)
 The Treasurer's Report for November 2013 and December 2013 will be deferred to the February

2014 Board meetings:

for the months of November 2013 and December 2013.

General Fund

Account	Balance	Debit	Credit	Balance	Description
1172013	\$248,000.00	1172013	0.35%	\$868.00	Franklin State Bank, Franklin, IN
TOTALS	\$1,482,000.00			\$5,677.65	

General Fund						
Category	Purchase Date	Principal	Maturity Date	Rate	Yield	Bank Name
BOB 4 P	10/10/2014	\$140,000.00	11/15/2015	0.00%	0.00%	
TOTALS		\$140,000.00			0.00%	

Motion Approved 6-0.

Motion by Gervel McMullin, supported by John Gamble, to approve the Amendment to the District

Motion Approved 6-0.

SCHOOL BOARD POLICY FOR FIRST READ

Motion by Gervel McMullin, supported by John Gamble, to table School Board Policy 209 Food Services so that the proposed policy can be posted online for public review.

Motion Approved 6-0.

Motion Approved 6-0.

Motion by Gervel McMullin, supported by Jessi Wald, to approve School Board Policy 231

PERSONNEL ITEMS

Motion by Joseph Joczka, supported by Jerel Wahl to approve resignations, retirements and

RESIGNATIONS

Name: Linda Perry

Effective: February 6, 2014

RETIREMENTS

Name: Karen Doman

Position: Social Studies teacher -- Central Bucks High School -- East

Effective: January 27, 2014

Name: Gail Page

Position: Special Education teacher -- Central Bucks High School -- South

Effective: June 12, 2014

UNPAID LEAVES OF ABSENCE

Rebecca Turner Elementary teacher -- Groveland Elementary School

Jennifer Yarmolyk Elementary teacher -- Mill Creek Elementary School

Name: Craig Courtney

Position: Custodian -- Lenape Middle School

Name: Dana Coverdale
Position: Duty Assistant – Central Bucks High School – East

Effective: January 15, 2014

Name: Kathy Dando

Position: Temporary Duty Assistant – Unami Middle School

\$12.52 per hour

Effective: January 2, 2014

Name: Brett Flail

Position: Temporary Duty Assistant – Unami Middle School

\$12.02 per hour

Effective: January 13, 2014

Name: Jayme Kilgore

Position: Temporary Special Education Assistant – Buckingham Elementary School

\$13.74 per hour

Effective: January 14, 2014

Name: Deborah Warren

Position: Personal Care Assistant – Central Bucks High School – East

\$12.02 per hour

Effective: January 21, 2014

LONG TERM SUBSTITUTE TEACHERS

Name: Dana Coverdale

Position: Biology teacher – Central Bucks High School – South

Effective: February 10, 2014 until the end of the 2013-2014 and 2014-2015 school year

Name: Katherine Helm

Position: Social Education teacher – Central Bucks High School – East

Effective: February 10, 2014 until the end of the 2013-2014 and 2014-2015 school year

Name: Kathy Dando

Position: Temporary Duty Assistant – Unami Middle School

Effective: January 2, 2014

Name: Brett Flail

Position: Temporary Duty Assistant – Unami Middle School

Effective: January 13, 2014

Name: Jayme Kilgore

Position: Temporary Special Education Assistant – Buckingham Elementary School

Effective: January 14, 2014

Name: Deborah Warren

Position: Personal Care Assistant – Central Bucks High School – East

Effective: January 21, 2014

Name: Joshua Hoskins

001 710 (D.L.O. awarded Step 1)

Effective: January 27, 2014 until the end of the 2013-2014 school year

Name: Katalyn Mullen

Effective: January 20, 2017 until the end of the 2016-2017 school year

Position: English teacher -- Central Bucks High School -- South

\$19.75 per hour

Effective: March 3, 2014

Name: Christy Ann DiManno

Position: Social Studies teacher -- Tohickon Middle School

Effective: January 6, 2012

CLASSIFICATION CHANGES

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Christy Ann DiManno	Dist. Assistant	General Secretary	1/06/12
West		West	

Jeffrey Parker	Custodian Tamanend/Barclay \$15.63 Per Hour	Temp Floating Head Custodian Various \$19.07 Per Hour	3/10/14 – 4/25/14
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Christine Trawinski	General Secretary Admin Center \$17.21 Per Hour	Administrative Secretary Admin Center \$19.36 Per Hour	1/2/14
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SUMMER BAND DIRECTOR

Mark Anniotti	\$1 500
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COMMUNITY SCHOOL STAFF

Joseph Baker	Before/After School Instructor	\$17.00/hour
AMISON NICHOLS	BEFORE/AFTER SCHOOL INSTRUCTOR	\$17.00/hour
Jacquelyn Dionizio	Before/After School Instructor	\$17.00/hour

Elaine Copeland	Jamison/Elementary General Music – Chorus	1
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Motion Approved 6-0.

STAFF CONFERENCES/WORKSHOPS

Motion by Carol McMullin supported by Loul Wohl to approve the following staff:

Louise Daddona	
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Motion Approved 6-0.

INFORMATION ITEMS

Mr. Gamble, Mr. Tomlinson, and Mr. Wohl commented on the VH-1 Save the Music Concert held at Haliogang Middle School on Friday, January 24 and Saturday, January 25.

There being no further business before the Board, motion by Tyler Tomlinson, supported by

Motion Approved 6-0.

Board Secretary

CENTRAL BUCKS SCHOOL DISTRICT
Finance Committee Minutes

November 20, 2013

Leroy Wohl, Chairperson

Steve Carr

Pauli Pappalardo, Member

John Gambino

Lyster Tomlinson, Member

Joe Jagelka
Geri McMullin
Kelly Unger

Dave Matyas, Business Administrator

Dr. Dan Webb, Superintendent

Jim Duffy, Member

The Finance Committee meeting was called to order at 7:00 p.m. by Leroy Wohl, Chair.

PUBLIC COMMENT

Five members of the public were present. One person commented on the 2013-14 budget.

APPROVAL OF MINUTES

The October 16, 2013 Finance Committee meeting minutes were accepted as presented.

APPROVAL OF THE 2013-14 BUDGET

The Finance Committee discussed the 2013-14 budget and the proposed changes to the 2013-14 budget.

products are available from food suppliers, the two menu styles will have the same characteristics.

Advantages	Disadvantages
More nutrient dense	Food safety
Lower sodium content	Added production time
Fewer calories from fat	Product consistency
Fewer additives and preservatives	Consistency
	Increased product cost
	Increased labor costs
	Customer preferences
	Additional serving lines needed at the elementary level

The committee thanked the Aramark team for investing over 200 hours to prepare a sample menu and analyze implementation issues. They also asked several questions.

Q: Could some minimally processed foods (MPF) be incorporated into the current menu?

A: Current school menus incorporate minimally processed food items and more are added as they become available from food suppliers.

Q: Has a MPF menu been incorporated in other school districts?

Q: What are the barriers to implementing an MPF menu at the elementary level?

A: The barriers to implementing an MPF menu at the elementary level would be needed to maintain proper food sanitation when preparing very meals that would be needed to maintain proper food sanitation when preparing very meals.

The committee was reluctant to implement a single MPF menu district wide so as not to force all parents to pay the extra cost of a MPF menu. Physical space constraints limit implementing a dual menu plan at all buildings. The committee expressed hope that more MPF items would be

Fund Balance Review: An analysis of the 2012-13 fund balance was shared with the

balance for 2012-13 of \$22,102,025. During the 2012-13 fiscal year operations, the district realized \$24,413,287 in revenues exceeding expenses. At the end of the fiscal year, the district transferred \$8,000,000 to a long term capital account to pay for future Holcomb Middle school

Review of the 2017-18 Audit. The independent auditor firm of Maillie LLP conducted an audit of the district and reviewed its draft report with the committee. Jeff Mantz, a manager with the firm, went through the draft report page by page to provide insight on what financial statements and procedures when looking for potential weaknesses. The scope of the audit was reviewed and he had the following comments:

This was Maillie's fifth year of auditing Central Bucks and that is was the easiest

provided clean results. All items requested for review were provided in a timely

procedure weakness, internal control failures, ghost employees in the payroll system, and indicated that all test results were solid and did not point to any areas of potential weakness or failure.

It was noted that there was a single purchase order address to Genis' Associates which is in line with the large volume of capital expenditures that is done by the district.

The auditor commented on the single audit statement, which includes reviews of

A district to district comparison of 15 other school districts audited by Maillie provided. When asked how CBSD compares to other school districts it was noted that statistically Central Bucks' financial standing is

When questioned about outstanding debt, it was also noted that the district's

internal controls are in place. Based on this audit and prior audits (RSAT) is

Financial Planning and Goal Setting – Reviewing the results of the school board's direction on

Draft of Capital Plan for Projected Fund Balances - For the next 5 years, the district would

like to continue the practice of budgeting for emergency fund for

Translation \$/M

Technology \$/M

This will also eliminate the need for term.

- It is also recommended to allocate some money towards the district's GASB 45 obligations which can also be used for debt defeasance in the future if the Board

take expenses in case they exceed the expected budgeted amount. Any unused

funds at the end of the fiscal year can also be used to help pay off current debt

increase in the amount that would

the amount of the

the amount of the

to be made available for the same in the amount of the

As we look ahead to the 2014-15 budget, we have been looking at data from the state. The good

news is that state revenue is trending upward for sales tax collected, personal

estate transfer taxes, and personal income taxes. The bad news is that state

commonwealth taxes in fiscal 2014-15 will be

pension obligations

Projections from the state's Independent Fiscal Office show that most of the hydrology reserves increases for 2014-15.

Looking at local revenues, it appears that we have bounced off of the bottom and are starting to trend upward. Earned income taxes are up, real estate assessed values are increasing slightly.

Other local taxes (interim RR, delinquent RR, PIIC tax, and RR transfer) are assumed to have minimal growth. State and federal subsidies are assumed to have minimal growth over the years.

Looking at expenses, we anticipate salary increases to range from 1% to 2.4% depending on employment classification. Health care expenses are assumed to increase 7%. Prescription expenses are assumed to increase 6%. Dental, disability, life insurance, workers comp. and

2076 III 2014-15.

300 Object: Professional Services: such as consultants, architects, legal, IT Services

400 Object: Purchased Property Services: Copier lease, repair services by outside contractors, modular classrooms, logs, electricity, garage, water, telephone system maintenance, are expected to increase 1% during 2014-15.

transportation, phone line expenses, are expected to increase by 5% during 2014-15.

2076 III 2014-15.

500 Object: Other: such as printing, postage, travel, etc.

600 Object: Supplies: such as office supplies, etc.

2076 III 2014-15.

Principal payments on debt will be reduced over time due to the nearly \$100M debt payoff and

future debt defeasance of \$15M to \$50M

The committee recommended submitting a proposed preliminary budget that would exceed the Act 1 wage limit of 2.10% in case state funding levels are reduced in February. During this

received three responses. A T T the current company providing athletic trainer services

Athletic Training Services RFP - November 12, 2013

Vendor	Current Contract	14/15	15/16	16/17	17/18	18/19	Total
DUNAS KATIA LIBRARY							

The committee asked if "A T T" was providing good service to our students? Administration

**CENTRAL BUCKS SCHOOL DISTRICT
Operations Committee Minutes
November 20, 2013**

Committee Members Present

Tyler Tomlinson, Chairperson

Joe Jagelka, Member

Scott Kennedy, Director of Operations

Other Board Members and Administrators Present

Steve Carr

Dr. Dave Weitzel

Sue Vincent

The meeting was called to order at 6:30 PM by Tyler Tomlinson, Chairperson

PUBLIC COMMENT

APPROVAL OF MINUTES

The October 16, 2013 Operations Committee minutes were accepted as presented

Ken Redman distributed and reviewed the Operations Report

Ed Sherretta discussed the 2014 computer replacement plan.

Scott Kennedy reviewed the proposed plan for replacing security cameras and converting to a

Development summit was delivered to the Duckington Township Board on October 20th.

Final design will be complete in December/January and out to bid in early 2014.

The next ten years. The proposed projects were broken down yearly 2013-2020 with every year.

The minutes were distributed at 6:15 PM. Minutes distributed by Scott Kennedy, Director of Operations

EXECUTIVE COUNCIL MINUTES
November 11, 2013

I. The regular meeting of the MBIT Executive Council was convened on Monday, November 11, 2013; at 5:38 p.m. by Mr. John Gamble, Chairperson, in Room 101 at MBIT. The Executive Council rose to recite the Pledge of Allegiance to the flag. The following members were in attendance:

Council Members

Ms. Katherine Drihan, Centennial S.D.
Dr. Bill Foster, Council Rock S.D. (Arrived at 5:47 PM)
Mr. John Gamble, Central Bucks S.D.
Mrs. Bernadette Heenan, Council Rock S.D.
Mrs. Betty Huf, Centennial S.D.
Mr. Joseph Jagelka, Central Bucks S.D.
Mr. Charles Kleinschmidt, Centennial S.D. (Arrived at 5:52 PM)
Mrs. Kelly Unger, Central Bucks S.D.

Absent

Mr. John Vaughn, New Hope Solebury S.D.

Others in Attendance:

Mr. Vincent Lalocono, Director of Facility Operations
Mrs. Kathryn Stevens, Administrative Director
Mr. Robert Vining, Business Manager

II. There were no guests at the meeting.

III. Mr. Gamble welcomed Mrs. Unger back to the Council. He began his report by saying that Leadership came to be a common theme during the month of November. The Health

IV. Mrs. Huf noted she has been re-elected and it is her pleasure to serve on the Executive Council for another four years. Mr. Duhan said she is excited that Acquisitions is open of the October 14, 2013 meeting. Attachment 1 (pg. 1-1)

VI. Routine Business

A. Administrative Report

1. Mrs. Stevens thanked Mr. Gamble for his service on the Executive Council Chairperson for the last two years and presented him with a Certificate of Recognition

Dr. Boccuti performed flute arrangements dedicated to Mrs. Heenan in honor of her service and to say thank you for his time at Middle Bucks as strongly for New Hope-Solebury School District and will continue to work with the Superintendents.

Dr. Foster arrived at 5:47 PM and Mr. Kleinschmidt arrived at 5:52 PM.

2. Mr. Vining presented an overview of the first draft of the 2014-15 General Fund Budget. The increase on the general fund expenditures including lease rental is 3.03% or \$200,097. The General Fund increase is 3.54% or

NOVEMBER 11, 2013

The increase on the General Fund contribution that is proposed from the

State and Federal (Working) Retiree Health Insurance and Education Fund

for Little E. Perkins were approved.

with first look healthcare premiums equivalents and certified employer rate for PSERS and look for savings. The next presentation will take place on February 10, 2014.

B. Ms. Drihan moved, Mrs. Heenan seconded, passed unanimously, to receive and file

DE Report, Superintendent and Chairperson of the Professional Advisory Council said it is a pleasure to work with Mr. Vining every year on the budget. He works really hard to help our districts and it is appreciated. Attachment 3 (pg. 3-1)

2. Mrs. Bernadette Heenan, Chairperson said she did not attend the Building Security and Technology Committee meeting and asked that the packet be referred to for the next Attachment 4 (pg. 4-1)

Chairperson. Attachment 5 (pg. 5-1)

4. Ms. Katherine Drihan, Chairperson of the Finance Committee said she attended a portion of the meeting via telephone and deferred to Dr. Foster for

Ms. Drihan moved, Mrs. Heenan seconded, passed unanimously, to approve

NOVEMBER 11, 2013

Ms. Drihan moved, Mrs. Heenan seconded, passed unanimously to approve
December 19, 2013.

- 2 Ms. Drihan moved, Mrs. Heenan seconded, passed unanimously to approve the membership of the Middle Bucks Local Advisory Council for the 2014 calendar year. Attachment 9 (pg. 9-1)

B. Policies

1. ADOPTION

Ms. Drihan moved, Mrs. Heenan seconded, passed unanimously to accept for adoption the following revised Administrative Regulations. Attachment 10 (pg. 10-1)

Leaves - Eligibility/Types of Leaves in the Professional Employees

Section

C. Other Matters for Consideration

Ms. Drihan moved, Mrs. Heenan seconded, passed unanimously to receive and file the calendar of the Executive Council public meeting dates for the 2014 year. Attachment 11 (pg. 11-1)

- 2 Ms. Drihan moved, Mrs. Heenan seconded, passed unanimously to receive and file the October 18, 2013 Local Advisory Council Minutes. Attachment 12 (pg. 12-1)

Ms. Drihan moved, Mrs. Heenan seconded, passed unanimously to receive and file the fiscal year ending June 30, 2013. Enclosure

Inc. for the fiscal year ending June 30, 2013. Attachment A

and canceling current EMV leases for Canon 5020 and Canon 2490 with

\$0.0972 per color copy. All leases and maintenance are via Canon

there was a question as to what the maintenance cost per copy includes

Mr. Lippincott explained that the maintenance cost includes

v. Mrs. Ditoan moved, Mrs. Fleenan seconded, passed unanimously, to approve

recommendation we should not purchase a 3000 ton air conditioning unit

There was a discussion regarding if it would be better that the unit be

wouldn't be done in the fall or winter. In the winter we complete a winter

Mr. Heenan also explained how the costs of renovation are calculated in the environment of the school based on the needs of the programs. Each unit is calculated to the cubic footage of the program.

There was a question asked that since this system is probably more

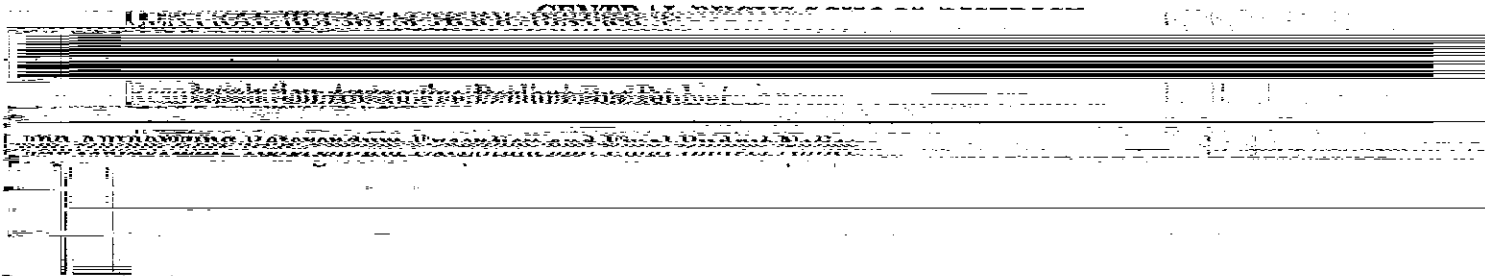
environments. It would be virtually impossible to try to maintain an reviewed when we put together the 2006 renovation plan and it was cost

7 Mr. Duhan moved Mrs. Heenan seconded passed unanimously to

to be ratified at the January meeting.

Mr. Gamble thanked everyone for their hard work and dedication over the last two years he has been Chairperson. He said he thinks the people in the room have made an exceptional working and learning environment that our children continue to excel in, and it has been his honor to serve as the Chairperson of the Executive Council

There was an Executive Session held regarding a personnel matter



RESOLUTION by the Board of School Directors of the School District of Chicago, Illinois, to be known as the Preliminary Budget for the 2014-2015 fiscal year.

The Proposed Preliminary Budget of the School District for the 2014-2015 fiscal year on form PDB 2014 as presented to the School Board is adopted as a Preliminary Budget Proposal for review of budget components, and the Preliminary Budget may be revised prior to adoption of a Final Budget for the 2014-2015 fiscal year.

2. The Act 1 index applicable to the School District as calculated by the Pennsylvania Department of Education is 2.11%. The Preliminary Budget Proposal assumes that the School District will receive approval for use of one or more Act 1 real estate tax referendum exceptions. The School District shall take all steps necessary to obtain such approval.

Exception Notice in substantially the form as presented to the School Board.

2. The School District shall take all steps necessary to obtain such approval.

RESOLUTION by the Board of School Directors of the School District of Chicago, Illinois, to be known as the Preliminary Budget for the 2014-2015 fiscal year.

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