



2740 York Road, Jamison, Pennsylvania 18929
(215) 343-2480 Fax (215) 343-8626 www.mbit.org

October 1, 2021

Dr. Lee Burket, Director
Bureau of Career and Technical Education
Department of Education
333 Market Street
Harrisburg, PA 17126-0333

Dear Dr. Burket;

This letter is written to formally request PDE/BCTE approval to curtail the Heating, Ventilation & Air Conditioning (CIP Code #47.0201) from our Secondary Career-Technical Education Program Approval (PDE-320).

The Middle Bucks Institute of Technology Executive Council took formal action to curtail this program on September 13, 2021. I have attached the minutes from the meeting where the action was taken to curtail the Heating, Ventilation & Air Conditioning of pending PDE approval. The action was taken by our Executive Council due to no enrollment. The program teacher has been reassigned to teach a second session of Plumbing to meet students' interest in this program.

If you have questions, please contact me at 215-343-2480 ext. 100.

Sincerely,

A handwritten signature in blue ink that reads "Kathryn Strouse".

Kathryn Strouse
Administrative Director

Enclosure:

cc: Dr. Jeffrey Garton, Esquire, School Solicitor
Dr. Robert Fraser, Superintendent of Record

"Preparing tomorrow's workforce today"

Historical Data – HVAC and Plumbing Enrollment

Year	HVAC Enrollment	Plumbing Enrollment
21-22	0	39
20-21	3	27
19-20	3	33
18-19	3	23
17-18	4	19
16-17	9	13
15-16	12	15
14-15	14	14
13-14	15	13
12-13	3	23
11-12	10	15

**Middle Bucks Institute of Technology Executive Council Meeting
Monday, September 13, 2021**

1. Opening Items

Procedural: A. Call to Order

The regular meeting of the MBIT Executive Council was convened on Monday, September 13, 2021 at 5:31 PM by Mr. Montu Patel, Vice Chairperson, in Room 101 at Middle Bucks Institute of Technology.

Procedural: B. Pledge of Allegiance

The Executive Council rose and recited the Pledge of Allegiance to the flag.

Procedural: C. Roll Call

Executive Council Members Present

Mr. Flemming Godiksen, Centennial S.D. - Arrived at 5:40 PM
 Mrs. Dana Hunter, Central Bucks S.D.
 Mrs. Kristin Marcell, Council Rock S.D. (Remotely via Zoom video platform)
 Ms. Mariann McKee, Council Rock S.D.
 Mr. Mark B. Miller, Centennial S.D. (Remotely via Zoom video platform)
 Mr. Jon Panofsky, Centennial S.D.
 Mr. Montu Patel, New Hope Solebury S.D.
 Mrs. Karen Smith, Central Bucks S.D.
 Mrs. Leigh Vlasblom, Central Bucks S.D.

Others in Attendance

Mr. Frank Ayata, Business Manager
 Ms. Lauren Doherty, Career and Technical Education Supervisor
 Mr. Jeffrey Garton, Esq., School Solicitor
 Mr. Richard Hansen, Facilities Supervisor
 Mrs. Roberta Jackiewicz, Assistant Board Secretary
 Mrs. Stacy Pakula, Assistant Director
 Mr. Patrick Rich, Network Specialist
 Mrs. Kathryn Strouse, Administrative Director

Mr. Patel noted that due to an oversight, the revised Health & Safety Plan discussed at the Committee of the Whole meeting on Thursday, September 9, 2021 was not included on the Executive Council for this evening. The revised Health & Safety Plan was distributed to the Executive Council members earlier today and a copy of the plan was posted on the MBIT website and marked "Draft Pending Approval". He explained that the plan may be added to the agenda for a discussion and vote if five (5) Executive Council members vote to amend the agenda.

Motion by Karen Smith to add the revised MBIT Health and Safety Plan to the September 13, 2021 Executive Council agenda. There was no second to the motion.

Final Resolution: Motion fails for lack of a second

Mr. Patel said the next item of business this evening is the reorganization of the Executive Council Officers. He invited Mrs. McKee, Secretary to assume the role of acting Chairperson.

Action: D. Reorganization

Recommended Action:

A. Nominations

1. Chairperson

2. Vice Chairperson

B. A motion to approve the Middle Bucks Institute of Technology Executive Council Officers.

Mr. McKee invited nominations for Chairperson of the Executive Council.

Motion by Jon Panofsky, second by Karen Smith, to nominate Mr. Montu Patel for Chairperson of the Executive Council.

Ms. McKee asked for other nominations. Hearing none, Ms. McKee asked for a motion to close nominations.

Motion by Jon Panofsky, second by Karen Smith, to close nominations and elect Mr. Montu Patel for Chairperson of the Executive Council.

Final Resolution: Motion carries 8,0,0

Mr. Montu Patel was elected Chairperson of the Executive Council.

Motion by Karen Smith, second by Montu Patel, to nominate Mr. Jon Panofsky for Vice Chairperson of the Executive Council

Ms. McKee asked for other nominations. Hearing none, Ms. McKee as for a motion to close nominations.

Motion by Karen Smith, second by Leigh Vlasblom, to close nominations and elect Mr. Jon Panofsky as Vice Chairperson of the Executive Council.

Final Resolution: Motion carries 8,0,0

Mr. Jon Panofsky was elected Vice Chairperson of the Executive Council.

Mr. Patel assumed the role as Chairperson of the Executive Council.

Information: E. Introductions and Public Comment

Guests at the meeting included Mrs. Shelly Beck, Parent, Mr. John Gamble, former Executive Council member, Ms. Karen Sandone, Human Resources Manager, Bucks County Intermediate Unit #22, and Mr. Michael Zielanski, Parent

Public Comment:

Mr. Michael Zielanski, parent, complained that the Executive Council did not follow the order for the agenda as per Executive Council Policy 006 and that changes were going to be made to the Health and Safety Plan that were not posted on the agenda. He spoke about the message Governor Wolf sent that decision-making is under local control and asked if the local board will stand up to state government. He said that Section 504 has no applicability to the illegal order issued last week. Mr. Zielanski noted that he has a letter from Mrs. Strouse that his daughter's mask exception was received and approved and concluded by saying that no changes were made to the order, some FAQs have been added and asked who will stand up for the kids and take local control.

Mrs. Shelly Beck passed on making public comment.

Mr. Godiksen arrived at 5:40 PM

Information: F. Executive Council Comments

Mr. Garton noted that with respect to the agenda, if there was going to be an amendment to the agenda, it had to happen before public comment, so that people who were here to comment could comment on the agenda item. It was appropriate for the point where that took place, so that if it was added to the agenda, the public here to comment would know in advance that it was added to the agenda. Mr. Garton continued by stating, as to the reorganization of the Executive Council, you have to have people to manage the meeting. You do that by reorganizing, because Mr. Gamble resigned, which created a vacancy. The Executive Council hasn't violated any policies related to the manner by which the events were scheduled tonight.

It was asked if a student's approved mask exception was still in place. Mrs. Strouse noted there have not been any changes, because the Health and Safety Plan has not changed.

It was asked if we are in violation of the Friday order, because it seems as though a medical exception or a 504 would be required per the Governor's order regardless of what our own Health and Safety Plan.

Mr. Garton commented that the order is the order. The FAQ's are the method and means by which the Department of Health provides guidance on the meaning of their directive or their order. The first round of FAQ's said that you didn't have to require medical certification. The second FAQ's said that you should treat all requests for exceptions in the same fashion as you do 504 or IEP proceedings. He said he thinks that means, if in fact you have a request for an exception, you've been notified that a parent believes their child has a medical disability, medical issue or has mental health issues, so you are on notice. You have to treat

that application as you would anything else where you came into knowledge of the fact that this child may need special services. At this point, you need to treat each of those applications in the same manner. Obviously, since Middle Bucks is receiving students from 4 different districts, Mr. Garton said he assumes that Middle Bucks will coordinate with the sending districts as to how to deal with that issue. His advice is that you follow exactly what the second FAQ said about the manner to which you respond to exceptions.

It was asked if exceptions approved before the FAQs came out, have to be redone or do we just leave those and going forward follow what the FAQ says. Mr. Garton said unless there is a change in the Health and Safety Plan, you have to let that stand while you are waiting to go through the process. Some districts are providing provisional approvals pending the completion and approval of the 504 or IEP process. Mrs. Strouse added that Middle Bucks does not do the evaluation for a 504 Plan or the IEP so that we would have to refer anyone who has applied for a waiver back to the district for evaluation.

Mr. Miller noted that he was provided with a copy of an opinion from another law firm Sweet, Stevens, Katz and Williams LLP, who represents the district and would be willing to read it if anyone thinks it's appropriate to hear. He said the question becomes what are we doing with waivers that were approved prior to the mandate.

Mr. Garton clarified that he was in a meeting last Thursday night and Mr. Walz from Sweet, Stevens, Katz and Williams LLP was in attendance. Mr. Garton stated he said the exact same thing at that meeting. Mr. Walz agreed with his assessment and approved the form that was prepared for that district as well. Mrs. Hunter stated for the record that the exception that was voted on at that meeting is the same form we are using at Middle Bucks as well as Central Bucks. Mr. Garton said that was correct.

There was discussion about additional opinions being released, but the order still remains the same as it was when it was given to us a week or so ago and opinions are going to differ. It was suggested to have a discussion about this topic in an Executive Session before the Health and Safety Plan is put on the agenda for the next meeting. It was asked if the Executive Council could hold an Executive Session on the same night as the Committee of the Whole meeting without violating the Sunshine Act. Mr. Garton said you can have an Executive Session at the Committee of the Whole meeting provided you announce it and the topic at the subsequent Executive Council meeting. You have to make sure the topic discussed at of the Executive Session is consistent with the exceptions in the Sunshine Act for Executive Sessions. If you are talking about legal matters that are related to potential liability on the part of the school or board members then he thinks it is an appropriate matter for an Executive Session as long as it is not just a general discussion about your Health and Safety Plan. It was decided that an Executive Session be scheduled at a later date and time.

Mrs. Strouse recognized Mr. Gamble for his leadership and service on the Middle Bucks Executive Council and presented him with a plaque. Mr. Gamble expressed his gratitude and shared some thoughts about Middle Bucks and his time serving on the Executive Council. He concluded by saying he loves Middle Bucks.

Mrs. Marcell left the meeting at 5:58 PM

2. Approval of Minutes & Events/Correspondence

Action, Minutes: A. Approval of Minutes

Recommended Action: A motion to approve the minutes of the August 9, 2021 Executive Council meeting.

Motion by Jon Panofsky, second by Karen Smith to approve the minutes of the August 9, 2021 Executive Council meeting.

Final Resolution: Motion carries 8,0 0

Action, Minutes: B. Approval of Minutes

Recommended Action: A motion to approve the minutes of the August 23, 2021 Special Executive Council meeting.

Motion by Jon Panofsky, second by Karen Smith to approve the minutes of the August 23, 2021 Special Executive Council meeting.

Final Resolution: Motion carries 8,0 0

Action, Minutes: C. Approval of Minutes

Recommended Action: A motion to approve the minutes of the August 30, 2021 Executive Council meeting.

Motion by Jon Panofsky, second by Karen Smith to approve the minutes of the August 30, 2021 Executive Council meeting.

Final Resolution: Motion carries 8,0 0

Action: D. Activities/Events/Correspondence

Recommended Action: A motion to receive and file MBIT's update including activities/events, correspondence and related matters as attached.

Motion by Jon Panofsky, second by Karen Smith to receive and file MBIT's update including activities/events, correspondence and related matters as attached.

Final Resolution: Motion carries 8,0 0

3. Committee Reports**Reports: A. Professional Advisory Council - Dr. Robert Fraser, Chairperson**

The report can be found in the minutes.

Reports: B. Committee of the Whole - Mr. Montu Patel, Executive Council Vice-Chairperson

Mr. Patel noted the minutes will be posted at the next meeting for review and approval.

4. Administrative Report**Information: A. North Plaza Concrete Replacement Project – Mr. Kris Costas, PaveConnect**

Mr. Costas was not in attendance. Mr. Hansen shared information about the design of the North Plaza, the history about each area of concrete, the problems with the concrete and the repairs that have been completed. He noted that we partnered with PaveConnect and the ELA Group has done the engineering study. The North Plaza area has been redesigned. We eliminated 3,000 square feet of concrete, added additional planting areas, eliminated the wall, added an ADA ramp, and a storm water management system. His recommendation is to move forward with the PaveConnect project with the ELA Group.

It was asked if we still expect horticulture students to be involved in the project. Mr. Hansen said the Engineer from the ELA Group has agreed to work with the students. It was noted that the students will also be involved in designing the new sign.

Information, Reports: B. Annual School Assessment Report 2020-2021 - Mrs. Kathryn Strouse, Administrative Director

Mrs. Strouse began her report by sharing that we held the Career Exploration program and Skill Building programs this summer. She reviewed highlights of the 2020-2021 Annual Report that included enrollment last year was 854 students, an increase of 2.8%. She reviewed attendance rates for each of the sending districts and noted that students earned 1,676 industry certifications. Mrs. Strouse shared information about the work-based education program, post-secondary plans for our seniors, and the Bucks County Community College partnership.

It was asked how many students attended the Skill Building program and Mrs. Strouse answered approximately 50 students.

Information, Reports: C. 2021-2022 Goals and Objectives - Mrs. Kathryn Strouse, Administrative Director

Mrs. Strouse reviewed the 2021-2022 Goals and Objectives. The goals include finalizing the Comprehensive Plan 2021-2024, creating and implementing the MBIT Health and Safety Plan, participating in the Technical Assistance Program (TAP), implementing the Threat Assessment Team. She noted that we conducted Equity, Diversity and Inclusion training for all staff that was sponsored by the Pearl S. Buck Foundation. Additional goals include to conduct historical analysis of NOCTI scores to improve test outcomes, implement Guides4Learning LMS and complete identified building renovations. The final goals are to improve the overall security footprint by updating servers, implement vulnerability scanning, consolidate servers, and increase spam awareness through MS 365 Defender software.

There was a discussion about the potential of starting new programs, current enrollment, adding space to house new programs, expansion of the Welding program, maximum enrollment in the school, conducting a community survey regarding new programs, and sharing information with the Executive Council from the survey that was completed a few years ago. There was further discussion about incorporating grants and possible donations from corporations for new programs, square footage needed for the various programs, such as a Veterinary Technician program.

5. Financial Reports

Action: A. Cash Payments Report

Recommended Action: A motion to accept Cash Payments Report - August.

Motion by Flemming Godiksen, second by Mariann McKee, to accept Cash Payments Report - August.

Final Resolution: Motion carries, 8,0,0

Action: B. Treasurer's Report

Recommended Action: A motion to accept Treasurer's Report - July.

Motion by Flemming Godiksen, second by Mariann McKee, to accept Treasurer's Report - July.

Final Resolution: Motion carries, 8,0,0

6. Personnel Items

Action: A. Appoint Treasurer

Recommended Action: A motion to appoint Frank Ayata as Treasurer for Middle Bucks Institute of Technology Executive Council for the 2021-2022 school year.

Motion by Dana Hunter, second by Jon Panofsky, to appoint Frank Ayata as Treasurer for Middle Bucks Institute of Technology Executive Council for the 2021-2022 school year.

Final Resolution: Motion carries 8,0,0

Action: B. Mentor Teacher

Recommended Action: A motion to approve the following teacher to serve in the role of Mentor Teacher in accordance with the teachers' contract for the 2021-2022 school year at the annual rate indicated.

a. Michael Sykes - \$1,500

Motion by Dana Hunter, second by Jon Panofsky, to approve the following teacher to serve in the role of Mentor Teacher in accordance with the teachers' contract for the 2021-2022 school year at the annual rate indicated.

a. Michael Sykes - \$1,500

Final Resolution: Motion carries 8,0,0

Action: C. Salary Adjustment - Instructional Assistants

Recommended Action:

1. A motion to adjust the starting hourly rate of pay for the Instructional Assistant position to \$16.00 per hour.

2. A motion to adjust the hourly rate of pay .50 per hour for Instructional Assistant staff effective October 1, 2021.

Motion by Dana Hunter, second by Jon Panofsky, to adjust the starting hourly rate of pay for the Instructional Assistant position to \$16.00 per hour.

Final Resolution: Motion carries 8,0,0

Motion by Dana Hunter, second by Jon Panofsky, to adjust the hourly rate of pay .50 per hour for Instructional Assistant staff effective October 1, 2021.

Final Resolution: Motion carries 8,0,0

Action: D. Reassignment - Work-Based Education Teacher / SkillsUSA Advisor - OAC Coordinator

Recommended Action: A motion to approve the reassignment of Steven Guinan, Web Design & Interactive Media Teacher to Work-Based Education Teacher/Skills USA Advisor - OAC Coordinator, at the current Column / Step, in accordance with the teacher's contract, effective October 11, 2021.

Motion by Dana Hunter, second by Jon Panofsky, to approve the reassignment of Steven Guinan, Web Design & Interactive Media Teacher to Work-Based Education Teacher/Skills USA Advisor - OAC Coordinator, at the current Column / Step, in accordance with the teacher's contract, effective October 11, 2021.

Final Resolution: Motion carries 8,0,0

Action: E. Fall 2021 Adult Evening School Programs and Staff

Recommended Action: A motion to approve the fall 2021 Adult Evening School programs and the employment of the Adult Evening School staff.

Motion by Dana Hunter, second by Jon Panofsky, to approve the fall 2021 Adult Evening School programs and the employment of the Adult Evening School staff.

Final Resolution: Motion carries 8,0,0

Action: F. Curtailment of the HVAC Technology Program

Recommended Action: A motion to approve the full curtailment of the HVAC Technology program due to continuous low enrollment, pending Pennsylvania Department of Education/Bureau of Career and Technical Education approval.

Motion by Dana Hunter, second by Jon Panofsky, to approve the full curtailment of the HVAC Technology program due to continuous low enrollment, pending Pennsylvania Department of Education/Bureau of Career and Technical Education approval.

Final Resolution: Motion carries 8,0,0

7. Policies

Action: A. First Read - New Policy - Weapons

Recommended Action: The administration requests the Executive Council to accept for first reading the following new policy:

- a. New Policy 218.1 - Weapons - Pupils Section

Motion by Jon Panofsky, second by Karen Smith, to accept for first reading the following new policy:

- a. New Policy 218.1 - Weapons - Pupils Section**

Final Resolution: Motion carries 8,0,0

Action: B. First Read - Revised Policy - Terroristic Threats (Former Policy 218.1)

Recommended Action: The administration requests the Executive Council to accept for first reading the following revised policy:

- a. Revised Policy 218.2 (Former Policy 218.1 - Terroristic Threats/Acts) - Terroristic Threats - Pupils Section

Motion by Jon Panofsky, second by Karen Smith, to accept for first reading the following revised policy:

- a. Revised Policy 218.2 (Former Policy 218.1 - Terroristic Threats/Acts) - Terroristic Threats - Pupils Section**

Final Resolution: Motion carries 8,0,0

Action: C. First Read - New Policy - Hazing

Recommended Action: The administration requests the Executive Council to accept for first reading the following new policy:

- a. New Policy 247 - Hazing - Pupils Section

Motion by Jon Panofsky, second by Karen Smith, to accept for first reading the following new policy:

- a. New Policy 247 - Hazing - Pupils Section**

Final Resolution: Motion carries 8,0,0

Action: D. Adoption - Revised Policy No. 008 – Organization Chart

Recommended Action: The administration requests the Executive Council accept for adoption revised Board Policy No. 008, Organization Chart, in the Board Procedures Section.

Motion by Jon Panofsky, second by Karen Smith, to adopt revised Board Policy No. 008, Organization Chart, in the Board Procedures Section.

Final Resolution: Motion carries 8,0,0

8. Other Matters for Consideration

Action: A. Legal Action

Recommended Action: A motion to authorize the Solicitor to file lawsuits on behalf of Middle Bucks Institute of Technology against Paneko Construction and Versico Roofing Systems for failed to properly install the roof Sections A, B and C.

Motion by Jon Panofsky, second by Karen Smith, to authorize the Solicitor to file lawsuits on behalf of Middle Bucks Institute of Technology against Paneko Construction and Versico Roofing Systems for failed to properly install the roof Sections A, B and C.

Final Resolution: Motion carries 8,0,0

Mr. Garton noted that we are waiting for a price for the repair in order to determine the amount of the claim, and we should know that relatively soon.

Action: B. 2021-2022 Goals and Objectives

Recommended Action: A motion to receive and file the 2021-2022 Administrative Goals and Objectives.

Motion by Mariann McKee, second by Karen Smith, to receive and file the 2021-2022 Administrative Goals and Objectives.

Final Resolution: Motion carries, 8,0,0

It was asked that detail be added to the Goals and Objectives and specifically that the Pearl S. Buck Foundation training be added to the Diversity, Equity and Inclusion action plan. It was noted that the Pennsylvania School Boards Association has a wonderful Diversity, Equity and Inclusion program and the cost is included in our membership dues.

Action: C. 2021-2022 Local Advisory Council Membership

Recommended Action: A motion to approve the 2021-2022 Middle Bucks Local Advisory Council.

Motion by Jon Panofsky, second by Flemming Godiksen, to approve the 2021-2022 Middle Bucks Local Advisory Council.

Motion carries: 8,0,0

It was asked if there is a limit to the number of people that can be on the Local Advisory Council. Mrs. Strouse explained that there are certain roles that have to be filled, that include post secondary partners from colleges in the area, a member from the Workforce Development Board, representatives for each of the career clusters and community members.

Action: D. Assign Executive Council Member as Representative on the Local Advisory Council (LAC)

Recommended Action: A motion to assign _____ as Executive Council Representative on the MBIT Local Advisory Council (LAC).

Motion by Mark Miller, second by Jon Panofsky, to nominate Karen Smith as Executive Council Representative on the MBIT Local Advisory Council (LAC)

Motion by Leigh Vlasblom, second by Flemming Godiksen, to nominate Dana Hunter as Executive Council Representative on the MBIT Local Advisory Council (LAC)

Final Resolution after Roll Call Vote: 5 votes for Karen Smith (McKee, Miller, Panofsky, Patel, Smith), 3 votes for Dana Hunter (Godiksen, Hunter, Vlasblom)

Mrs. Karen Smith was assigned as the Executive Council Representative on the MBIT Local Advisory Council (LAC)

Action: E. 2021 - 2024 Comprehensive Plan

Recommended Action: A motion to approve the 2021 - 2024 Middle Bucks Institute of Technology Comprehensive Plan.

Motion by Jon Panofsky, second by Mariann McKee, to approve the 2021 - 2024 Middle Bucks Institute of Technology Comprehensive Plan.

Final Resolution: Motion carries, 8,0,0

Mrs. Strouse explained how the Comprehensive Plan process works and how the community, staff, and students were solicited for input.

Ms. McKee left the meeting at 6:48 PM

Action: F. 2021-2022 Occupational Advisory Committee (OAC) Members

Recommended Action: A motion to approve the Occupational Advisory Committee (OAC) members for the 2021-2022 school year.

Motion by Jon Panofsky, second by Dana Hunter, to approve the Occupational Advisory Committee (OAC) members for the 2021-2022 school year.

Final Resolution: Motion carries 7,0,0

It was asked if the Occupational Advisory Committee membership can be expanded. Mrs. Strouse explained the membership can be expanded at any time and is approved by the Executive Council each year. She further explained there is one Occupational Advisory Committee (OAC) for each program, they meet twice a year and the members are all people working in the respective program trade. They meet with the teacher in the fall and review the equipment and lab layout to make sure what we are using is current in industry. In the spring, they review curriculum, textbooks and software to make sure what we are teaching is relevant for an entry level worker. There are about 350 to 375 members on the Occupational Advisory Committee. She told the Executive Council members they are welcome to attend the Occupational Advisory Committee dinner that we hold in the fall. It was asked if it would be of any value to have an Executive Council member on the Occupational Advisory Committee. Mrs. Strouse noted it is very technical committee and the members are all people working in the field.

Action: G. Articulation Agreement- Delaware Valley University - Culinary Arts & Science / Horticulture, Landscape & Design

Recommended Action: A motion to approve the Articulation Agreement with Delaware Valley University - Culinary Arts & Science / Horticulture, Landscape & Design.

Motion by Jon Panofsky, second by Dana Hunter, to approve the Articulation Agreement with Delaware Valley University - Culinary Arts & Science / Horticulture, Landscape & Design.

Final Resolution: Motion carries 7,0,0

Action: H. Articulation Agreement - Walnut Hill College - Culinary Arts & Science

Recommended Action: A motion to approve the Articulation Agreement with Walnut Hill College - Culinary Arts & Science.

Motion by Jon Panofsky, second by Dana Hunter, to approve the Articulation Agreement with Walnut Hill College - Culinary Arts & Science.

Final Resolution: Motion carries 7,0,0

Action: I. Roof Bid J & M

Recommended Action: A motion to accept the bid for partial roof replacement of Sections J & M for Munn Roofing Inc. per their bid dated August 27, 2021. The cost of the partial roof replacement will be funded by the Middle Bucks Area Vocational-Technical School Authority Series of 2020 Settlement fund and the Capital Improvement Project fund.

Motion by Jon Panofsky, second by Dana Hunter, to accept the bid for partial roof replacement of Sections J & M for Munn Roofing Inc. per their bid dated August 27, 2021. The cost of the partial roof replacement will be funded by the Middle Bucks Area Vocational-Technical School Authority Series of 2020 Settlement fund and the Capital Improvement Project fund.

Final Resolution: Motion carries 7,0,0

Action: J. PSBA Officer Elections / East Zone Representative / Insurance Trust Trustees

Recommended Action: A motion to approve submission of the Middle Bucks Institute of Technology Executive Council vote for the 2021 PSBA officer candidates, East Zone Representative and Insurance Trust Trustee candidates as follows:

President Elect _____;
 Vice President _____;
 East Zone Representative _____,
 and PSBA Insurance Trust Trustees: _____, _____, and _____.

Motion by Jon Panofsky, second by Karen Smith, to approve submission of the Middle Bucks Institute of Technology Executive Council vote for the 2021 PSBA officer candidates, East Zone Representative and Insurance Trust Trustee candidates as follows:

**Vice President Allison Mathis;
 East Zone Representative Edward Brown,
 and PSBA Insurance Trust Trustees: Richard Frerichs, William LaCoff, and Nathan Mains.**

Final Resolution: Motion carries 7,0,0

Motion by Jon Panofsky, second by Flemming Godiksen, to approve submission of the Middle Bucks Institute of Technology Executive Council vote for the 2021 PSBA officer candidate as follows:

President Elect David Schaap

Final Resolution After Roll Call Vote: Motion carries 5 votes for David Schaap (Godiksen, Miller, Panofsky, Patel, Smith) and 2 votes for Sabrina Backer (Hunter, Vlasblom)

9. Closing Items

Action: A. Adjournment

Recommended Action: A motion to adjourn the September 13, 2021 meeting of the MBIT Executive Council.

Motion by Jon Panofsky, second by Karen Smith, to adjourn the September 13, 2021 meeting of the MBIT Executive Council at 6:57 PM

Final Resolution: Motion carries 7,0,0

10. Information and Announcements

Information: A. Press Coverage and Correspondence - Attached to Agenda

Respectfully Submitted,

**Mariann McKee
Secretary**

**Roberta Jackiewicz
Assistant Secretary**