

Middle Bucks Institute of Technology Executive Council Committee of the Whole Meeting

Monday, September 28, 2026 5:30 PM

Room 101 at 5:30 PM at Middle Bucks Institute of Technology, 2740 York Road,
Jamison, PA 18929

1. Call to Order

1.A. Pledge of Allegiance

1.B. Roll Call

1.C. Executive Council Comments

1.D. Introductions and Public Comment

2. Building, Security and Technology

2.A. Building, Security and Technology Update

2.B. Microsoft Products - BCIU

2.C. Interstate Maintenance Corporation - Cleaning
and Custodial Services

3. Program, Policy and Personnel

3.A. Program, Policy and Personnel Update

3.B. Personnel Items - Employment of Co-op Students,
and Additional Adult Education Evening School
Staff

3.C. Articulation Agreement - Bucks County Community
College Renewal

3.D. Conference Attendance

3.E. Out of State Professional Development

3.F. Corrected Revised 2026-2027 School Calendar

3.G. Global Compliance Network Online Training
Renewal

4. Finance

4.A. Finance Update

4.B. Li'l Bucks and Adult Education Updates

5. Closing Items

5.A. Adjournment

BUCKS COUNTY
INTERMEDIATE UNIT #22
705 NORTH SHADY RETREAT ROAD
DOYLESTOWN, PA 18901

PHONE: 215-348-2940x1512
FAX: 215-340-1964x

INVOICE: 2608/0060
DATE: Aug 27, 2026
SERVICE: MICROSOFT CONSORTIUM
CUSTOMER PO:
CUSTOMER PH: 215-343-2480x 103
TERMS: NET 30 DAYS

BIUL BIU 3
PAGE 1
OF 1

DUE DATE: Sep 26, 2026

CUSTOMER15

SERVICE ADDRESS:

MIDDLE BUCKS INSTITUTE OF TECHNOLOG
ATTN: ACCOUNTS PAYABLE
2740 YORK ROAD

MIDDLE BUCKS INSTITUTE OF TECHNOLOG
ATTN: ACCOUNTS PAYABLE
2740 YORK ROAD

JAMISON, PA

18929

JAMISON, PA 18929

-----DESCRIPTION-----	QTY----	UNIT PRICE	-TOTAL PRICE-	TAX
MICROSOFT CONSORTIUM LICENSES - 2026-2027 SCHOOL YEAR	1.00	7,166.88	7,166.88	N

ATTN: ERIK MALMBERG -
SEE ATTACHMENT

NOTE: THIS INVOICE WAS EMAILED TO
EMALMBERG@MBIT.ORG
ACC-PAY@MBIT.ORG

Pay

PLEASE RETURN YELLOW COPY WITH PAYMENT.
FOR QUESTIONS, PLEASE CONTACT
KAREN DESIATO AT KDesiato@bucksiu.org
or 215.348.2940 x1512

TOTAL CHARGES:	7,166.88
TOTAL TAX:	0.00
TOTAL INVOICE:	7,166.88
PAYMENTS:	0.00
ADJUSTMENTS:	0.00
TOTAL DUE:	7,166.88

INVOICE

Bucks County Intermediate Unit #22

705 N Shady Retreat Rd
Doylestown, PA 18901 US

licensing@bucksiu.org

www.bucksiu.org



Bucks County
Intermediate Unit

BILL TO

Middle Bucks Institute of Technology
Erik Malmberg
2740 Old York Road
Jamison, PA 18929

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
	8/17/2026	\$ 7,166.88		Net 30	

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
AAD-38391	M365 A3 Unified Edu Sub Per User	100	\$ 62.04	\$ 6,204.00
AAD-38397	M365 A3 Unified Edu Sub Student	1100	\$ -	\$ -
M6K-00001	O365 A1 Edu Sub Per User	1100	\$ -	\$ -
9EM-00562	Win Server Standard Core Alng LSA	64	\$ 6.75	\$ 432.00
Subtotal:				\$ 6,636.00
Management Fee	BCIU Management Fee - 8%	0.08	\$ 6,636.00	\$ 530.88

2026-2027 Microsoft Consortium Licenses.

BALANCE DUE \$ 7,166.88

Invoiced



CONTRACT RENEWAL

508 Prudential Road – Suite 100, Horsham, PA 19044
Office: 215-675-8500 ♦ Fax: 267-803-0136

Interstate Maintenance Corporation

partnering with

**MIDDLE BUCKS INSTITUTE OF
TECHNOLOGY**

2740 York Road
Jamison, PA 18929





508 Prudential Road – Suite 100, Horsham, PA 19044
Office: 215-675-8500 ♦ Fax: 267-803-0136

August 25, 2026

Erik Malmberg
MIDDLE BUCKS INSTITUTE OF TECHNOLOGY
2740 York Road
Jamison, PA 18929

Re: Contract Renewal

Dear Erik:

Interstate Maintenance Corporation greatly appreciates the opportunity to continue to provide janitorial services to **Middle Bucks Institute of Technology**. We recognize the importance of your facility and are fully aware of the impact that a well-run, professional janitorial service program has upon you, your staff, and visitors.

In accordance with our contract and due to the financial impact of both the rise in the Consumer Price Index (CPI) and the equivalent demands of the evolving job market, Interstate is implementing a slight increase to your current janitorial contract as listed on the attached "Schedule A." While we regret the need for this increase, we are confident you understand the economic conditions we all face and agree with us that retaining existing cleaning staff, and attracting new hires, when necessary, demands that our pay rates remain competitive.

Thank you for your time and consideration. We look forward to continuing in our partnership and providing **Middle Bucks Institute of Technology** with excellence in service. Please sign below and return by email if this renewal is agreeable.

Sincerely,

A handwritten signature in blue ink that reads "Bob".

Robert H. Weller
Chief Executive Officer

RHW/sj

Interstate Facility Services Agreement

This janitorial Contract Renewal for services is made effective as of September 1, 2026, by and between **Middle Bucks Institute of Technology** ("Client") of 2740 York Road, Jamison, PA 18929 and **Interstate Maintenance Corporation** ("Interstate") of 508 Prudential Road, Suite 100, Horsham, PA 19044.

WHEREAS, Client is hiring Interstate to perform janitorial services for Client.

WHEREAS, Interstate is agreeable to provide such janitorial services to Client on the terms and conditions set out in this Agreement.

NOW THEREFORE, the Client and Interstate agree as follows:

I. DESCRIPTION OF SERVICES

Beginning on September 1, 2026 ("Renewal Date"), Interstate will continue to provide to Client the janitorial services as described in the Service Specifications. Exceptions to services are set forth in Section XV herein and listed in Section C and can be added upon request.

All services included in this Contract Renewal will be completed at **2740 York Road, Jamison, PA, 18929**.

II. TERM OF AGREEMENT

Subject to the provisions contained within this Contract Renewal, the term of this Agreement is three (3) years from Start Date. Unless terminated in writing upon thirty (30) days prior to the expiration of the Term, or sooner as provided for herein, this Agreement shall renew. The same terms and conditions will apply until this Agreement is terminated or otherwise modified in writing and mutually agreed upon by both Parties.

It is expressly agreed that the total minimum sum stated in Section XV "Monthly Investment" may be increased annually by a percentage amount of 3.5%. In the event of a rise in the Consumer Price Index in excess of the prescribed annual increase or should there be an increase in any applicable federal, state or local minimum wage, or other wage modifications required by law, both Parties agree to negotiate in good faith for an appropriate fee adjustment. Notices of this nature will be sent to the Client in writing no less than thirty (30) days prior to any change(s) going into effect.

III. GENERAL CONDITIONS

- A. Equipment and Supplies.** Interstate will furnish all equipment and supplies in the provision of services described in Exhibit 1 unless otherwise stated under Section XV "Monthly Investment." Interstate proposes to utilize all new equipment. All equipment shall be maintained properly and kept in clean condition. Safety Data Sheets will be maintained by Interstate listing all chemicals used in the cleaning process. When applicable, Interstate will furnish all necessary safety equipment and protective devices necessary for the safety of all building occupants and property of Client.
- B. Changes to Specifications.** Any changes or revisions to these specifications that may be desired or required by Client or suggested by Interstate will be reviewed and confirmed in writing and agreed upon by both parties, thereby being made a part of this Agreement.
- C. Safety Precaution Program.** Interstate requests that Client notify all their personnel with access to the building to adhere to various safety signs (e.g., restroom closed, wet floor) in order to avoid and prevent any potential accidents.
- D. Effective Dates.** In the event that Client/Interstate commences the work hereby contracted prior to signing this Agreement, the parties hereby agree, and intend, to be legally bound, that all terms and conditions of this Agreement shall be deemed to have been in effect prior to and during the course of the work performed.

- E. Health Disclosure.** Interstate cannot be held liable for illnesses or health complications contracted within the facility. Interstate's services do not guarantee COVID-19 or other bacteria and virus protection.
- F. Online Access.** Client shall provide Interstate fee-free access to both an accessible telephone line, capable of making calls for time and labor capture, as well as wireless internet such that Interstate can access its payroll management software and supplier ordering portal.

IV. STAFFING

Interstate agrees to hire individuals who have successfully passed background checks and participated in Interstate's Safety and Training Programs. Both parties, including its affiliates, agree they will refrain from directly or indirectly soliciting or hiring any employee of the other party to work for it in any job classification for two (2) years after the employee has either voluntarily or involuntarily terminated his/her employment with the other party unless mutually agreed to in writing. Interstate reserves the right to charge a finder's fee in such cases. If either party violates this agreement, the other party will be entitled to compensatory damages equal to three months average earnings per employee as well as attorney fees and court costs.

V. PAYMENT TERMS

The Client agrees to pay Interstate the full amount for services completed each month as shown under this Section, as well as any additional authorized services. Invoices will be issued on the first (1st) day of each month for the current month of service.

- A. Invoices.** Invoices for services rendered under the terms of this Agreement are net thirty (30) days. Should a situation arise where payment for services is not received within the specified time period, Interstate holds the right to suspend services until all services to date has been settled in full. Interstate's preferred payment method is via ACH, but it accepts check or credit card payments, if necessary. Payment by credit card is subject to a 3% convenience fee for total charge.
- B. Late Fees.** A service charge of 1.5% per month will be assessed on invoices remaining unpaid after 60 days.
- C. Client Notice of Changes.** The Client is responsible for providing written notice to the office of any changes regarding square footage and/or cleanable area. Any changes not submitted in writing prior to the end of the month in which they occur will not be reflected in the following month's billing. No billing adjustments can be made retroactive after a period of thirty (30) days. Interstate holds the right to bill retroactively if changes in square footage and cleanable area are not reported immediately.
- D. Sales Tax.** Client is responsible for paying sales tax as listed under Section XV and as shown on all invoicing sent to Client by Interstate. If Client is tax-exempt, Client is responsible for providing documentation of the Tax Exemption Certificate to Interstate prior to the start of services. If Client fails to provide such documentation to Interstate, Client will be responsible for paying all taxes listed on invoices.

VI. TERMINATION

Should Client determine that the delivery of services are not satisfactory, Interstate shall be afforded thirty (30) days to rectify any deficiencies. Should the resolution be deemed insufficient, Client can terminate the Agreement with thirty (30) days written notice. Interstate, likewise, reserves the right of a thirty (30) day termination with written notification. Interstate also reserves the right to terminate the Agreement immediately due to delinquent payments or a change in the client's financial position. If Interstate hires a third party and/or needs to collect past due amounts, Client is responsible for all legal fees and expenses.

VII. COMPLIANCE

Interstate complies with the Equal Employment Opportunity requirements stipulated in Executive Order 11246 as amended by Executive Order 11375.

VIII. HARASSMENT/DISCRIMINATION

Interstate agrees to prohibit discrimination against any employee or applicant for employment based on race, color, religion, sex, sexual orientation, national origin, physical or mental disability, or other protected class. Interstate shall establish and maintain a written harassment policy that includes a prohibition on sexual harassment and shall inform Interstate employees of the policy and that contains a notice that discrimination and harassment will not be tolerated and employees who practice it will be disciplined. Interstate agrees to notify Client of any allegation of harassment or discrimination by or against an Interstate employee assigned to perform services for Client and to cooperate with Client in connection with any such claim.

IX. CONFIDENTIALITY

Interstate and Client acknowledge that both parties and their employees may, while providing Client services, have direct or incidental access to or otherwise discern confidential, sensitive, or proprietary information, whether such information is disclosed, available, or accessed orally or in written, electronic, or other form or media, and whether or not such information is marked, designated, or otherwise identified as "confidential" ("Confidential Information"). Both parties agree that they shall keep confidential and not use said Confidential Information and shall advise their employees of their obligation not to use or disclose said Confidential Information.

X. INSURANCE

Interstate agrees to carry and maintain insurance coverage with a reputable "A" rated insurance company during the term of this Agreement. All policies are to protect Interstate and Client, including at least and in amounts not less than the following in connection with the Services to be performed under this Agreement:

- A. General Commercial Liability/Aggregate - \$3,000,000.00
- B. Per Occurrence - \$1,000,000.00
- C. Personal Injury Liability - \$1,000,000.00
- D. Automobile Liability - \$1,000,000.00
- E. Excess/Umbrella Liability - \$5,000,000.00
- F. Workers Compensation - \$500,000.00
- G. Bonded - \$1,000,000.00

Insurance certificates will be furnished at the start of services. Recognizing the particular nature of the rendered services, and requirements of Interstate and its carriers, Client agrees that any claims for damages, which might be made, must be submitted in writing to Interstate within ten (10) days from the date of loss or damage. All claims must include receipts of monetary value when applicable. All claims must be detailed in nature. Unless Interstate is notified in this manner, the claim will not be honored.

XI. REPRESENTATIONS AND WARRANTIES

The representations and warranties given by the Parties in this Agreement shall have been true, accurate and not misleading in all material respects when made and shall be true, accurate and not misleading in all material respects as of the Closing with the same force and effect as if made as of the Closing, except to the extent such representations and warranties are as of another date, in which case, such representations and warranties shall be true, accurate and not misleading in all material respects as of that date with the same force and effect as if made as of the Closing.

XII. INDEMNIFICATION

Each Party will indemnify and hold the other Party, its subsidiaries and affiliated companies, and their respective directors, officers and employees, harmless from any third party liability (including reasonable attorneys' fees and court costs) by reason of the negligent acts or omissions of the indemnifying Party, its employees or agents; provided, that this Section will not apply if the occurrence for which the Party seeking indemnification hereunder was caused by such Party's negligence. This Section will not operate to waive either Party's rights under any worker's compensation act, disability benefits act, or other employee benefits acts, whether in tort, contract, or otherwise.

In addition, the Client shall indemnify and hold harmless Interstate, its subsidiaries and affiliated companies, and their respective directors, officers and employees, against the following:

- A. Present Building conditions.** Liability related to, or arising out of, any defective condition or the presence of Hazardous Substances or Pre-Existing Conditions on the Facility(ies) or the claimed or actual release or threatened release or disposal of Hazardous Substances from or at the Facility(ies), to the extent not caused by the willful misconduct or negligent acts or omissions of Interstate, its employees or subcontractors, including, without limitation, fines, penalties, clean-up costs, or costs of other environmental remediation measures
- B. Compliance.** Liability arising from the Client's failure to comply with all applicable laws, codes, regulations, ordinances, or statutory requirements of any governmental authority having jurisdiction over the Agreement or the Facilities
- C. Loss Claims.** Each Party agrees to provide the other Party with prompt written notice within ten (10) days of all losses or claims for which it will seek indemnity under this Agreement. Each Party agrees not to incur any cost or expense with respect to any loss or claim for which it seeks indemnity under this Section without the other Party's prior written approval; provided, however, that the foregoing shall not apply if the other Party has in writing rejected, denied, or otherwise declined the indemnification request with respect to such loss or claim. Each Party agrees to cooperate fully with the other Party in the investigation, defense, and settlement of all such losses and claims. All claims must include receipts of a monetary value when applicable.

XIII. FORCE MAJEURE

In the event either party is unable to perform its obligations under the terms of this Agreement because of acts of God, strikes, pandemic, equipment or transmission failure or damage reasonably beyond its control, or other causes reasonably beyond its control, such party shall not be liable for damages to the other for any damages resulting from such failure to perform or otherwise from such causes. However, the Force Majeure shall not release Client from payment for any services performed by Interstate prior to Force Majeure. Furthermore, once causes for such exemption of liabilities are rectified and remedied, each Party agrees to resume performance of this Agreement with best efforts.

XIV. RELATIONSHIP OF PARTIES

Nothing in the Agreement shall be construed to make either party the legal representative or agent of the other party, nor shall either party have the right or authority to assume, create or incur any liability or any obligation of any kind, either expressed or implied, in the name of or on behalf of the other party. The relationship created by the Agreement shall be that of Independent Contractor, not employer/employee, joint venture, agent, or legal business partners.

XV. PRICE (“Monthly Investment”)

- A. **Monthly Investment.** The Monthly Investment for services described herein according to Middle Bucks Institute of Technology and Interstate’s terms, conditions and specifications will be as shown in Schedule A, plus any applicable sales tax. If the Client is sales tax exempt, proof of exemption must be provided prior to the start of the contract. The amount taxed is for non-labor and calculated at 37.5% of quoted Monthly Investment.
- i. **Proof of Exemption.** A tax-exempt certificate must be submitted at the effective date of the Agreement. Should tax exempt paperwork arrive delayed and after Interstate has paid taxes on behalf of the Client, the Client will remain responsible for the expenses.
 - ii. **Background Checks.** Any costs incurred by Interstate, above standard background checks,¹ will be billed back to the Client. Any clearance policies enforced by the customer will be billed back to the Client at an additional cost.
 - iii. **Monthly and Annual Cost.** It is recognized that business days fluctuate each month for the duration of a year. As a result, our pricing is broken down from an annual rate to an equal, fixed monthly rate. The monthly rate will not increase or decrease based on business days per month, holidays, closings, shut-downs, short-term reduced occupancies, etc.
 - iv. **Holidays.** Interstate’s pricing observes the following holidays as non-working days: New Year’s Day, Memorial Day, The Fourth of July, Labor Day, Thanksgiving, and Christmas. If cleaning is needed on these holidays and requested by the Client, services for holiday cleaning will be billed back to the Client as an additional charge.
 - v. **Change Fee.** Should Client require any changes in scope, performance, or requirements related to the services described in this Agreement and its Exhibits, Interstate reserves the right to negotiate a change fee mutually agreeable to both Parties.
 - vi. **Non-Standard Uniforms.** Interstate provides its staff with standard uniforms. Should Client require non-standard, specialized uniforms or PPE, those costs will be billed to Client as a pass-through cost.

¹ Standard background checks include: PATCH (PA State Police background check) or First Advantage seven (7) year national background check.

B. Cleaning Time and Frequency

- Staff will consist of 1 Full-time Lead (8hrs per day from 1:30pm to 10pm) who will lock up the building and set the alarm.
- 2 Part-time Cleaners (6hrs per day per person, from 2:30pm to 8:30pm).
- All services will be performed on a five-day per week basis after 1:30 P.M. Monday through Friday unless otherwise agreed to by Client and Interstate, or if the building is closed.
- 1 hour added per day Monday through Friday for nightly checklist of MBIT (5 hours per week)

- Bi-Weekly Services
 - Teachers' Lounge Appliances
 - Wipe down exterior and interior microwaves.
 - Wipe down exterior and interior toaster oven, including cleaning out crumbs.
 - Wipe down exterior and interior fridges. This includes removal of all items inside and replacing them once cleaned.
 - Cosmetology Closets
 - Vacuum, wet mop, and dust cosmetology closets every other week.

C. ADDITIONAL SERVICES

Unless otherwise stated under Section XV, products and services that are available to be added to the Client's Janitorial Program listed in Exhibit 1 and as requested include but are not limited to:

- i. **Consumable Supplies.** The Monthly Investment stipulated does not include Consumable Supplies such as paper products, hand soap, trash liners, urinal screens, etc. These items can be supplied by Interstate upon request at an additional cost and billed back to Client.
- ii. **Emergency Services.** 24/7 Emergency Services are available upon request at an additional cost and billed back to the Client (minimum \$250.00 per occurrence, plus tax).
- iii. **Window Cleaning.** The Monthly Investment stipulated does not include a contracted Window Cleaning Program (interior and exterior). This service can be supplied by Interstate upon request at an additional cost and billed back to the Client.
- iv. **Appliance Cleaning.** The Monthly Investment stipulated includes wiping clean the outside surface areas of refrigerators, microwaves, and other appliances. Cleaning the inside of appliances can be provided by Interstate upon request at an additional cost and billed to the Client. Client should note, Interstate is not responsible for removing and replacing any items placed inside the refrigerator. If Client wants the refrigerator items removed and replaced, this must be noted on the additional services request. Removing and replacing items will increase the service cost.
- v. **Floor Care.** Specialty Floor Care Services—except for sweeping, mopping, and vacuuming—as described in Specifications can be provided by Interstate at an additional cost and billed to the Client. This includes spot cleaning carpet stains more than six inches in diameter or length and frequent spot cleaning carpets (minimum \$250.00 per occurrence, plus tax).

D. SEVERABILITY

If any court of competent jurisdiction holds that one or more provisions of this Agreement is invalid, unenforceable, or void, then that ruling will not affect any other provisions of this Agreement, and all other provisions will remain in full force and effect.

E. JURISDICTION AND VENUE

The validity of this Agreement, the construction and enforcement of its terms, and the interpretation of the rights and duties of the Parties will be governed by the laws of the Commonwealth of Pennsylvania, in the United States. If any dispute or controversy arising out of, relating to, or in any way connected with this Agreement will be the subject of any court action at law or in equity, such action will be filed exclusively in the courts of the Commonwealth of Pennsylvania. The Parties agree not to commence any action, suit or other proceeding arising from, relating to, or in connection with this Agreement except in such a court and each party irrevocably and unconditionally consents and submits to the personal and exclusive jurisdiction of such court for the purposes of litigating any such action, and hereby grants jurisdiction to such court and to any appellate courts having jurisdiction over appeals from such courts or review of such proceedings.

F. ENTIRE AGREEMENT

The Contract Renewal, complete with the attached Exhibit(s), expresses the totality of the terms of the agreement between the parties. Any verbal representation shall have no force or effect whatsoever. The Contract Renewal shall supersede and replace any and all prior agreements between the parties with respect to the subject matter covered by the Agreement. The parties each represent that no promises, representations, or inducements have been made by the other party with respect to the subject matter of the Contract Renewal, except as specifically set forth herein. The Renewal may not be changed, altered, modified, or amended except by an Agreement in writing signed by both parties.

Client Initial _____

Middle Bucks Institute of Technology Service Specifications

The following will outline services to be performed in Areas A1, A2, B, and C during normal school sessions.

Overview of all

Area	TASK	Description
Bathrooms	Thorough Clean	Thoroughly clean toilet, walls, sink, & mirror(s). Empty trash & clean floor. (Dispensers filled By MBIT staff)
Trash	Trash	Collect trash & replace liners. Trash placed in dumpsters. UNGER SYSTEM MUST BE FOLLOWED.
Floors	Sweep all tile	Classrooms, halls, lobby, stairs, etc.
	Mop	Thoroughly damp mop
Classrooms/Halls	Dust/Wash	Dust ledges, clean sinks, entrance glass
Glass	Interior glass	Spot clean as needed
	Vacuum	Vacuum carpets & mats
Blinds	Dust	Dust monthly
Mop heads	Wash	Contractor will use washing machine in B-Wing stores room

A1

Area	Task	Description
Room 101	Vacuum, Trash & Glass	Daily as needed
	Blinds	Dust monthly
Cosmetology Rooms 102 & 103	Bathrooms (2)	Clean fixtures, empty trash & sanitary containers, sweep & mop floors
	Tile Floors	Daily sweep hair & debris. Spot mop daily. Thorough mop weekly.
	Trash	Empty cans & replace liners daily
Classroom 104 & 105	Trash	Empty cans & replace liners daily

A1 Continued AREA	TASK	DESCRIPTION
	Tile floors	Sweep daily, mop as needed
Main Lobby	Bathrooms (2)	Thoroughly clean all sinks, mirrors, dispensers, urinals, toilets daily. Empty trash & replace liners. Sweep & mop floors daily. Remove graffiti immediately. Clean partitions & walls weekly.
	Trash	Empty cans & replace liners daily
	Entrance glass - Doors	Cleaned inside & out daily
	Floors	Dust mop daily & vacuum mats
		Auto Scrub at minimum 2 times a week – Friday being one time.
Administration, Adult Ed & Career Assessment Rooms 106A, 106-108 & 109	Trash	Daily
	Dust	Weekly
	Vacuum	Daily as needed
	Blinds	Dust monthly

A2

Area	Task	Description
Classrooms 112, 113, 117 & 118	Trash	Empty daily
	Vacuum	Fast vacuum daily
Childcare Rooms 114, 115 & 116	Bathrooms (2)	Clean fixtures, empty trash, sweep & mop floors
	Sinks	Clean Daily
	Tile floors	Daily sweep & mop
	Trash	Empty cans & replace liners daily
	Vacuum	Thoroughly vacuum carpets
Bathrooms	Bathrooms (5)	Thoroughly clean all sinks, mirrors, dispensers, urinals, toilets & floors daily. Remove graffiti immediately. Clean partitions & walls weekly.
Halls	Trash	Empty cans & replace liners daily.
	Dust	Damp dust all ledges, high & low dust weekly
	Floors	Dust mop daily & spot mop auto scrub 2 times a week
Teachers' Lounge Rm112	General Clean	Wipe down tables & chairs, wipe counters and sink daily. Empty trash & replace liner, vacuum carpet & spot mop tile daily
A2 continued Area	Task	Description
Classrooms 119, 120, 121, 122, & 123	Trash	Empty daily

	Tile floors	Sweep & spot mop daily
All classrooms	Mop	Mop classrooms 2 times a week

B

Area	Task	Description
Classroom 200, 202 & 203	Trash	Empty trash daily
	Vacuum	Vacuum carpets daily
Classroom 201 & Room 400		Empty cans & replace liners daily
	Tile floors	Dust mop & spot mop daily
Bathrooms	Bathrooms	Thoroughly clean all sinks, mirrors, dispensers, urinals, toilets daily. Remove graffiti immediately. Clean partitions & walls weekly
	Trash	Empty cans & replace liners daily
	Dust	Damp dust all ledges, high & low dust weekly
Halls	Floors	Dust mop & spot mop daily auto scrub 2-3 times weekly
	Trash	Empty trash & replace liners daily
	Dust	Dust ledges & high/low dust weekly
	Interior glass	Spot clean as needed
All classrooms	Mop	Mop 2 times a week
	Mats	Vacuum as needed

C

Area	Task	Description
Classroom 300-307	Trash	Empty trash daily
	Tile floors	Dust mop & spot mop daily
	Carpets	Fast vacuum daily (thorough as needed)
Room 308	Bathroom	Clean daily
	Trash	Empty trash & replace liners daily
	Tile floors	Dust mop & spot mop daily
Bathrooms (7)	Bathrooms & Lockers rooms	Thoroughly clean all sinks, mirrors, dispensers, urinals, toilets daily. Remove graffiti immediately. Clean partitions & walls weekly. Clean basins, empty trash & replace liners, sweep & mop floors
	Trash	Empty cans & replace liners daily
	Dust	Damp dust all ledges, high & low dust weekly
Halls	Floors	Dust mop & spot mop daily. Auto scrub 2 time a week
All classrooms	Mop	Mop 2 times a week

Tasks to be performed during the period from mid-June until late August – Summer Recess:

MBIT is a 12-month facility operation. During the months of July & August our Administrative Staff and Managers are working in our Administrative area and it is required those offices are maintained on a daily basis. Cleaning per Appendix II Area A1

MBIT will run a Summer Enrichment Program for one and/or two weeks during the month of July. Those classrooms adjoining bathrooms are available to the Cleaning Staff by 4:00 pm. A schedule of all summer classrooms that are to be occupied are designated prior to July 1.

During the summer recess we have the opportunity to perform work that is limited in scope due to time restraints when our classes are in session. Refer to Appendix II for following work:

- Classrooms: All classrooms are to be emptied of desks, chairs, and mobile furniture. Baseboards and door kick plates are wiped cleaned.
- Classroom furniture: Seminar desks are to be cleaned and all gum etc. located under the desks should be removed and washed. Standing file cabinets, storage cabinets, bookcases and desk chairs should be washed and dried.
- Room environment: Ceiling vents, light fixtures, windows, mirrors, shelves, and ledges should be dusted, vacuumed, or washed as required. Walls not scheduled for painting should be washed.
- **Additional Services:**
 - Carpet Cleaning \$0.20 per square foot, per occurrence
 - Strip and Wax \$0.45 per square foot, per occurrence.
- Ceiling vents should be dusted or vacuumed and washed cleaned. Walls not scheduled for painting should be washed. Ceiling vents, lights, and **windows (interior)** should be cleaned.

Additional cleaning assignments as required will be assigned.

Building Areas to be Cleaned

<u>Area</u>	<u>Room</u>	<u>Program</u>	<u>Additional bathrooms, etc.</u>	<u>Sq.Ft.</u>
A1	101	Conference Room		1596
A1	102	Cosmetology	w/bathroom/locker room	1900
A1	103	Cosmetology	w/bathroom/locker room	2670
A1	104	Sports & Exercise Mgmt.		650
A1	105	Sports & Exercise Mgmt.		650
A1	106 - 108	Admin Offices	w/bathroom/kitchen	2500
A1	109A	Admin. Director's Offices		920
A1	109	Skills/Co-op		350
A1		Main Lobby	Hallways, vestibules & staircases	5000
A1		Bathrooms		
A2	112	Faculty Lounge	w/bathrooms	400
A2	113	Network & Oper. Syst.		1664
A2	114	Li'L Bucks Preschool	w/bathroom	1560
A2	115	Early Childhood Care		1560
A2	116	Li'L Bucks Toddlers	w/bathroom	1560
A2	117	Web Design		1360
A2	118	Dental	locker room	1435
A2	119	Medical & Health Prof.	w/bathroom/locker room	1728
A2	120	Medical & Health Prof.	locker room	1728
A2	121	Culinary Arts		840
A2	122	Culinary Arts		840
A2	123	Conference Room		235

<u>Area</u>	<u>Room</u>	<u>Program</u>	<u>Additional bathrooms, etc.</u>	<u>Sq.Ft.</u>
A2		Public Corridors/Bathrooms		
B	200	Commercial Art & Design	w/bathroom	2100
B	201	Computer Lab		840
B	202	Student Intervention		500
B	203	IU Classroom		600
B	400	Facility Maintenance		250
B		Public Corridors		
C	300	Computerized Drafting	w/bathroom	1550
C	302	HVAC & Plumbing Tech	w/bathroom/locker room	440
C	303	Electrical Technology	w/bathroom/locker room	620
C	304	Res. Carpentry	w/bathroom/locker room	400
C	305	Building Trades	w/bathroom/locker room	550
C	306	Public Safety	locker room	500
C	307	Public Safety	w/bathroom/locker room	2322
C	308	Health Office	w/bathroom/extra room	680
C		Corridors		

It is hereby acknowledged the complete terms, conditions and specifications of this Renewal have been reviewed and accepted on behalf of MIDDLE BUCKS INSTITUTE OF TECHNOLOGY.

SCHEDULE A

Baseline Janitorial Program:

2026-2027 +2% - \$25.31 per hour, plus applicable tax*
2027-2028 +2% - \$25.82 per hour, plus applicable tax*
2028-2029 +2% - \$26.34 per hour, plus applicable tax*

This pricing includes an additional 5 hours per week for building checklist completion, as noted under Cleaning Time and Frequency

Administrative Fee \$150.00 per month

Services Starting Date: September 1, 2026

Authorized Printed Name

Authorized Printed Name

Authorized Signature (Client)

Authorized Signature (Interstate)

Title

Title

Date

Date

Accepted by Client:

Accepted by Interstate:

Middle Bucks Institute of Technology
2740 York Road
Jamison, PA 18929

Interstate Maintenance Corporation
508 Prudential Road
Suite 100
Horsham, PA 19044

* Does not include additional/optional services. See Sections XII and XIII.



**Bucks County
Community College**

275 Swamp Road
Newtown, PA 18940-4106
(215) 968-8000

ARTICULATION AGREEMENT

Middle Bucks Institute of Technology Programs

to

Bucks County Community College Programs

PURPOSE

The purpose of this agreement is to provide a smooth transition from the secondary school to the post-secondary school within the Bucks County community without delays, duplication of courses, or loss of credit. Middle Bucks Institute of Technology (MBIT) and Bucks County Community College (Bucks) agree to communicate regarding the planning, execution, and evaluation of their respective programs.

COURSE AND CREDIT EQUIVALENCIES

Commercial Art & Advertising Design

The Commercial Art & Advertising Design program at MBIT is most closely related to the Graphic Design (curriculum code 1110) degree program and Creative Arts and Entrepreneurship (curriculum code 3211) certificate program at Bucks. Competencies achieved in the Commercial Art & Advertising Design program at MBIT are deemed potentially equivalent to the following Bucks courses:

- VAFA160 -Introduction to Printmaking or VAFA161 - Printmaking/Silkscreen (3 credits)
- VAMM100 - Digital Imaging (3 credits)
- VAGD999 - Graphic Design elective (3 credits)

Culinary Arts & Sciences

The Culinary Arts & Sciences program at MBIT is most closely related to the Hospitality Management (curriculum code 2022), Baking and Pastry Arts (curriculum code 2220) and Culinary Arts (curriculum code 2210) degree programs; Baking and Pastry Arts (curriculum code 3050) and Culinary Arts (curriculum code 3154) certificate programs at Bucks. Competencies achieved in the Culinary Arts & Sciences program at MBIT are deemed potentially equivalent to the following Bucks courses:

- CULN100-Culinary Foundations (1 credit)
- CULN110-Basic Food Preparation and Management (4 credits)
- CULN111-Advanced Food Preparation and Management (4 credits)
- CULN130-Baking and Decorating - Techniques and Procedures (3 credits)
- HOSP106-Safety and Sanitation (2 credits) with ServSafe Manager certification

Early Childhood Education

The Early Childhood Care & Education program at MBIT is most closely related to the Pre K-4 Early Education (curriculum code 4192) degree program at Bucks. Competencies achieved in the Early Childhood Care & Education program at MBIT are deemed equivalent to the following Bucks courses:

EDUC105 - Foundations for Early Learning Pre K-4 (3 credits)

EDUC115 - Observing and Recording the Behavior of Young Children (3 credits)

EDUC120 - Early Learning and Development I -ages birth-5 (3 credits)

Engineering Related Technology

The Engineering Related Technology program at MBIT is most closely related to the Engineering Technology (curriculum code 2193) and Engineering (curriculum code 1028) degree programs at Bucks. Competencies achieved in the Engineering Related Technology program at MBIT are deemed potentially equivalent to the following Bucks courses:

ENGT999 - Engineering Technology elective; credits to be determined upon assessment

Medical & Health Professions

The Medical & Health Professions program at MBIT is most closely related to the Medical Assistant (curriculum code 2131) degree program and Medical Coding/Billing (curriculum code 3174), and Phlebotomy (curriculum code 3166) certificate programs at Bucks. Competencies achieved in the Medical & Health Professions program at MBIT are deemed potentially equivalent to the following Bucks courses:

HLTH110 - Responding to Emergencies (3 credits); contingent upon AED, CPR, and First Aid certifications

BIOL115 - Basic Human Anatomy (3 credits)

MEDA120 - Medical Terminology (3 credits); contingent upon passing Bucks CREX exam

Multimedia Technology

The Multimedia Technology program at MBIT is most closely related to the Film, Photo and Digital Arts (curriculum code 1214) degree program and the Social Media Marketing (3099) and Creative Arts and Entrepreneurship (curriculum code 3211) certificate programs at Bucks. Competencies achieved in the Multimedia Technology program at MBIT are deemed potentially equivalent to the following Bucks courses:

VAMM100 - Digital Imaging (3 credits)

VAMM110 - Web and Interactive Design (3 credits)

VACV140 - Digital Video Editing (3 credits)

Networking and Operating Systems Security

The Networking and Operating Systems Security program at MBIT is most closely related to the Cybersecurity (curriculum code 1203) and Computer Networking Technology degree (curriculum code 2136) programs and the Computer Networking Technology certificate (curriculum code 3133) program at Bucks. Competencies achieved in the Networking and Operating Systems Security program at MBIT are deemed potentially equivalent to the following Bucks courses:

CISC143 - Essentials of Networking (4 credits)

Public Safety

The Public Safety program at MBIT is most closely related to the Criminal Justice (curriculum code 1189) and Fire Science (curriculum code 2158) degree programs at Bucks. Competencies achieved in the Public Safety program at MBIT are deemed potentially equivalent to the following Bucks courses:

CRIJ260 - Probation and Parole (3 credits)

CRIJ275 - Introduction to Correctional Administration (3 credits)

FRSC100 - Introduction to Fire Science (3 credits); contingent upon IFSAC or Pro-Board certification for Fire Fighter I

FRSC112 - Fire Behavior and Combustion (3 credits)

FRSC114 - Principles of Fire and Emergency Services Safety & Security (3 credits)

HLTH110 - Responding to Emergencies (3 credits); contingent upon current AED, CPR and EMT/First Aid certification

BIOL115 - Basic Human Anatomy (3 credits); contingent upon current EMT certification

Equivalent credit awards are contingent upon courses fulfilling program requirements.

Sports Therapy and Exercise Management

The Sports Therapy and Exercise Management program at MBIT is most closely related to the Exercise Science (curriculum code 1197) and Sports Management (curriculum code 1154) degree programs at Bucks. Competencies achieved in the Sports Therapy and Exercise Management program at MBIT are deemed equivalent to the following Bucks courses:

HLTH110 - Responding to Emergencies (3 credits); contingent upon AED, CPR, and First Aid certifications

KINS170 - Individual Fitness and Wellness (2 credits)

BIOL115 - Basic Human Anatomy (3 credits)

Web Design & Interactive Media

The Web Design & Interactive Media program at MBIT is most closely related to the Film, Photography and Digital Arts (curriculum code 1214) degree program, and the Social Media Marketing (curriculum code 3099) and Creative Arts and Entrepreneurship (curriculum code 3211) certificate programs at Bucks. Competencies achieved in the Web Design & Interactive Media program at MBIT are deemed potentially equivalent to the following Bucks courses:

VAMM100 - Digital Imaging (3 credits)

VAMM110 - Web and Interactive Design (3 credits)

VAGD999 - Graphic Design Elective (3 credits)

Upon successful completion of the application process indicated below, these courses will be recorded on the student's Bucks transcript with the code "LE" where the grade would display and may or may not be transferable. Students will need to take full responsibility for any transfer planning and inquire directly with the transfer institution as to the transferability of any courses.

APPLICATION FOR EQUIVALENT CREDIT

To receive equivalent college credit for the above courses the student shall:

1. Complete all the requirements of and be granted the MBIT program certificate.
2. Complete all the requirements of and be granted a high school diploma.
3. Achieve Competent or Advanced on the NOCTI technical assessment exam.
4. Follow regular Bucks County Community College (Bucks) admissions procedures and enroll in a program at Bucks that includes requirements for the course(s) the student proposes to challenge.
5. Follow regular Prior Learning Assessment (PLA) application procedures at Bucks within three (3) years of completing the MBIT program to apply for equivalent credit for the course(s) indicated above.
6. Provide an official copy of the student's MBIT program Mastery/Curriculum Tracking Report with a letter from the program instructor outlining the student's program competencies; current NOCTI examination results; and any current credentials required to the Bucks PLA office.

All PLA applications will be reviewed and require approval by the appropriate Department Dean. Students are encouraged to meet with the PLA coordinator to discuss any questions they may have and to facilitate this process.

EFFECTIVE PERIOD

The terms of this agreement shall be in effect as of the date of signing and shall run for a period of one (1) year from this execution date. Either party may terminate this agreement upon ninety (90) days written notice to the other party. If the agreement is terminated, students who have submitted a PLA application and supporting documents to the Prior Learning Assessment Coordinator may still be eligible for equivalent credit under the terms of this agreement. If they meet PLA eligibility requirements and policies no later than the end of the semester in which the application was submitted, they will remain eligible to earn equivalent credits. This agreement may be modified by mutual consent, provided that any and all modifications are in writing and signed by authorized officials. Each party agrees to notify the other in writing of any program modifications, such as curriculum, training facilities, and/or instructor qualifications.

This agreement is entered into and is effective as of the dated listed below and as evidenced by these signatures.

BUCKS COUNTY COMMUNITY COLLEGE

Dr. Patrick M. Jones, President and CEO

Date

MIDDLE BUCKS INSTITUTE OF TECHNOLOGY

Mark Covelle, Ed.D, Administrative Director

Date

Association for Career and Technical Education (ACTE) CareerTech VISION 2026 Conference

Last Name	First Name	Program	Date of Activity	Title	Provider	Location	Cost to MBIT	Objectives of Activity
Haney	Tina	Early Childhood Education Teacher	12/2/26 to 12/5/26	Presenting at Conference	ACTE's CareerTech VISION 2026 Conference	New Orleans, LA	Not to Exceed \$2,810	Presenting at National Conference and learn about new components, along with visisting a CTE Center.
Haimovitz	James	Welding Technology Teacher	12/2/26 to 12/5/26	Attending Conference	ACTE's CareerTech VISION 2026 Conference	New Orleans, LA	Not to Exceed \$2,910	Attending National Conference to learn about new components, along with visisting a CTE Center.
Midgett	Cindy	Career & Technical Education Supervisor - Curriculum & Instruction	12/2/26 to 12/5/26	Attending Conference	ACTE's CareerTech VISION 2026 Conference	New Orleans, LA	Not to Exceed \$2,910	Attending National Conference to learn about new components, along with visisting a CTE Center.
Rich	Lise	Special Education Teacher	12/2/26 to 12/5/26	Attending Conference	ACTE's CareerTech VISION 2026 Conference	New Orleans, LA	Not to Exceed \$2,330	ACTE for All Mentorship Program Presentation and Attend National Conference to learn about new components, along with visiting a CTE Center.

Professional Development - Out of State - for Board Approval

Last Name	First Name	Program	Date of Activity	Title	Provider	Location	Cost to MBIT	Objectives of Activity
Schwarz	Robert	Automotive Technology	10/19/26 to 10/23/26	Snap On NC3 Training	NC3	Mobile, Alabama	Not to Exceed \$4,100	Earn three new NC3 Snap-On Certifications so they may be applied in the classroom.

MIDDLE BUCKS INSTITUTE OF TECHNOLOGY 2026-2027 SCHOOL CALENDAR

AUGUST/SEPTEMBER 2026

S	M	T	W	TH	F	SA
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

8/17-8/20 – New Teacher Orientation
 8/24-8/27 – No School – Professional Development
 8/28 – No School
 8/31 – **First Day of School for Students**
 9/7 – No School – Holiday
 9/21 – No School – Holiday
 9/28 – NOCTI Pre-Test

S=21 T=25

OCTOBER 2026

S	M	T	W	TH	F	SA
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

S=22 T=22

NOVEMBER 2026

S	M	T	W	TH	F	SA
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

11/3 – No School – Election Day/Professional Development
 11/5 – End of MP 1
 11/25 – 11/27 – No School – Holiday

S=17 T=17-18

DECEMBER 2026

S	M	T	W	TH	F	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

12/24 – 12/31 – No School – Holiday

S=17 T=17

JANUARY 2027

S	M	T	W	TH	F	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

1/1 – No School – Holiday
 1/18 – No School – Holiday
 1/22 – No School – Professional Development
 1/25 – End of MP2

S=18 T=19

FEBRUARY 2027

S	M	T	W	TH	F	SA
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

2/12 – No School – Professional Development Holiday
 2/15 – No School – Holiday

S=18 T=19-18

MARCH 2027

S	M	T	W	TH	F	SA
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

3/15 – NOCTI Post Written Test
 3/24 – 3/26 – No School – Spring Break/ Holiday

S=20 T=20

APRIL 2027

S	M	T	W	TH	F	SA
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

4/5 – End of MP3
 4/26 – NOCTI Performance Test

S=22 T=22

MAY 2027

S	M	T	W	TH	F	SA
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

5/18 – No School – Professional Development
 5/31 – No School – Holiday

S=19 T=20

JUNE 2027

S	M	T	W	TH	F	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

6/10 – End of MP4
 6/10 – **Last Day of School – Students/Teachers**

S=8 T=8

	New Teacher Orientation
	Professional Development
	First Day of School for Students
	Holiday
	Last Day of School
	Snow/Inclement Weather Make-up Days

MBIT

Middle Bucks Institute of Technology

182 Student Days
 191 Teacher Days

NOTE: Snow/Inclement weather make-up days will be scheduled beginning June 11

Global Compliance Network, Inc.
5859 W Saginaw Hwy PMB 384
Lansing, MI 48917
+18558884426
lisa@gcntraining.com
www.gcntraining.com

INVOICE

BILL TO

Middle Bucks Institute of
Technology

INVOICE # 17229**DATE** 09/08/2026**DUE DATE** 10/08/2026**TERMS** Net 30

ACTIVITY	QTY	RATE	AMOUNT
Unlimited Package Unlimited Tutorials: This package allows your staff access to as many of the online HR, OSHA and Professional Development tutorials as you would like (including any new tutorials developed during your license period). 11/1/26 - 10/31/27) **GCN does not accept credit card payments. ** lisa@gcntraining.com	1	756.00	756.00

BALANCE DUE

\$756.00

Middle Bucks Institute of Technology

Li L Bucks Preschool at MBIT For the Period 08/01/2026 through 08/31/2026

Fiscal Year: 2026-2027

	<u>08/01/2026 - 08/31/2026</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
INCOME					
TUITION & FEES					
PRE SCHOOL TUITION (+)	\$6,885.34	\$11,950.14	\$276,000.00	\$264,049.86	4.3%
Sub-total : TUITION & FEES	\$6,885.34	\$11,950.14	\$276,000.00	\$264,049.86	4.3%
Total : INCOME	\$6,885.34	\$11,950.14	\$276,000.00	\$264,049.86	4.3%
EXPENSES					
OPERATING EXPENSES					
WAGES (-)	\$4,539.28	\$9,078.56	\$181,000.00	\$171,921.44	5.0%
BENEFITS (-)	\$2,053.39	\$4,642.59	\$94,150.00	\$89,507.41	4.9%
PROF SERVICES (-)	\$0.00	\$0.00	\$500.00	\$500.00	0.0%
PROPERTY SERVICES (-)	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.0%
OTHER PURCHASED SERVICES (-)	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.0%
SUPPLIES (-)	\$471.56	\$471.56	\$16,850.00	\$16,378.44	2.8%
EQUIPMENT (-)	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.0%
DUES & FEES (-)	\$33.25	\$243.06	\$8,500.00	\$8,256.94	2.9%
Sub-total : OPERATING EXPENSES	(\$7,097.48)	(\$14,435.77)	(\$310,500.00)	(\$296,064.23)	4.6%
Total : EXPENSES	(\$7,097.48)	(\$14,435.77)	(\$310,500.00)	(\$296,064.23)	4.6%
OTHER					
OTHER INCOME					
GRANTS (+)	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.0%
SUBSIDIES - SS & RETIREMENT (+)	\$0.00	\$0.00	\$38,500.00	\$38,500.00	0.0%
Sub-total : OTHER INCOME	\$0.00	\$0.00	\$44,500.00	\$44,500.00	0.0%
Total : OTHER	\$0.00	\$0.00	\$44,500.00	\$44,500.00	0.0%
NET ADDITION/(DEFICIT)	(\$212.14)	(\$2,485.63)	\$10,000.00	\$12,485.63	24.9%

End of Report

Middle Bucks Institute of Technology

Adult Education For the Period 08/01/2026 through 08/31/2026

Fiscal Year: 2026-2027

	08/01/2026 - 08/31/2026	Year To Date	Budget	Budget Balance	
INCOME					
Local Revenue					
Registration Fees & Tuition (+)	\$22,279.00	\$57,849.00	\$149,700.00	\$91,851.00	38.6%
Sub-total : Local Revenue	\$22,279.00	\$57,849.00	\$149,700.00	\$91,851.00	38.6%
State Subsidies					
Social Security Subsidy (+)	\$0.00	\$0.00	\$4,800.00	\$4,800.00	0.0%
Retirement Subsidy (+)	\$0.00	\$0.00	\$16,100.00	\$16,100.00	0.0%
Sub-total : State Subsidies	\$0.00	\$0.00	\$20,900.00	\$20,900.00	0.0%
Total : INCOME	\$22,279.00	\$57,849.00	\$170,600.00	\$112,751.00	33.9%
EXPENSES					
Salaries					
Administrative (-)	\$2,801.62	\$5,950.31	\$37,640.00	\$31,689.69	15.8%
Instructors (-)	\$0.00	\$0.00	\$45,000.00	\$45,000.00	0.0%
Support (-)	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.0%
Sub-total : Salaries	(\$2,801.62)	(\$5,950.31)	(\$85,640.00)	(\$79,689.69)	6.9%
Benefits					
Statutory (-)	\$1,218.42	\$3,059.09	\$34,015.00	\$30,955.91	9.0%
Sub-total : Benefits	(\$1,218.42)	(\$3,059.09)	(\$34,015.00)	(\$30,955.91)	9.0%
Property Services					
Repairs & Maintenance (-)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.0%
Office Equipment Rental (-)	\$0.00	\$0.00	\$200.00	\$200.00	0.0%
Sub-total : Property Services	\$0.00	\$0.00	(\$1,200.00)	(\$1,200.00)	0.0%
Other Purchased Services					
Postage (-)	\$0.00	\$0.00	\$7,495.00	\$7,495.00	0.0%
Advertising (-)	\$1,944.00	\$1,944.00	\$6,000.00	\$4,056.00	32.4%
Printing & Binding (-)	\$0.00	\$0.00	\$4,500.00	\$4,500.00	0.0%
Travel & Prof. Development (-)	\$0.00	\$0.00	\$550.00	\$550.00	0.0%
Miscellaneous (-)	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.0%
Sub-total : Other Purchased Services	(\$1,944.00)	(\$1,944.00)	(\$21,045.00)	(\$19,101.00)	9.2%
Supplies					
Consumable Supplies (-)	\$211.28	\$211.28	\$15,000.00	\$14,788.72	1.4%
Books & Periodicals (-)	\$1,902.76	\$1,902.76	\$0.00	(\$1,902.76)	0.0%
Software & Audio Visual (-)	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.0%
Utilities (-)	\$0.00	\$0.00	\$4,500.00	\$4,500.00	0.0%
Sub-total : Supplies	(\$2,114.04)	(\$2,114.04)	(\$22,000.00)	(\$19,885.96)	9.6%
Other					
Dues & Fees (-)	\$1,211.42	\$1,285.53	\$7,000.00	\$5,714.47	18.4%
Sub-total : Other	(\$1,211.42)	(\$1,285.53)	(\$7,000.00)	(\$5,714.47)	18.4%
Total : EXPENSES	(\$9,289.50)	(\$14,352.97)	(\$170,900.00)	(\$156,547.03)	8.4%
OTHER					
Other Income					
Interest Income (+)	\$0.00	\$0.00	\$300.00	\$300.00	0.0%

Operating Statement with Budget

Middle Bucks Institute of Technology

Adult Education For the Period 08/01/2026 through 08/31/2026

Fiscal Year: 2026-2027

	<u>08/01/2026 - 08/31/2026</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Sub-total : Other Income	\$0.00	\$0.00	\$300.00	\$300.00	0.0%
Total : OTHER	\$0.00	\$0.00	\$300.00	\$300.00	0.0%
NET ADDITION/(DEFICIT)	\$12,989.50	\$43,496.03	\$0.00	(\$43,496.03)	0.0%

End of Report

Operating Statement with Budget