

**APPALACHIA INTERMEDIATE UNIT 8  
BOARD OF SCHOOL DIRECTORS  
ALTOONA, PENNSYLVANIA  
OCTOBER 22, 2020  
6:30 P.M.**

**MINUTES**

The regular monthly meeting of the Appalachia Intermediate Unit 8 Board of School Directors was held at 4500 6th Avenue, Altoona on Thursday, October 22, 2020. Mr. Thomas Bullington, Board President, led the group in the flag salute and moment of silence.

**ROLL CALL:** The meeting was called to order at 6:39 p.m. by the Board President, Mr. Thomas Bullington, with the following additional board members present: Ms. Kathy Burch, Dr. Kamal Gella, Ms. Kathy Hough, Ms. Nora Hrubochak, Mr. Ron Johnston, Mr. William Pataki, Mr. Marion Pheasant, Mr. Michael Revak, Ms. Linda Smith, Mr. Stephen Thompson, Ms. Tammy Witherite and Dr. Leland Wood  
– 13 – present

**OTHERS ATTENDING:** Others in attendance were: Ms. Jennifer Anderson, Dr. Thomas Butler, Mr. Jason McMillen, Ms. Karlie Shook, Ms. Janel Vancas, Ms. Sue Wolf, and Dr. Amy Woomer – Staff. Mr. Sam Clapper – Solicitor.

**VISITORS:** Ms. Connie Way ESPA/PSEA/NEA Representative, and Ms. Lori Carrier were present. The press was not in attendance.

**EXECUTIVE DIRECTOR'S UPDATE:**

Dr. Butler shared a presentation on “Professional Learning in the Age of Covid”.

**ADDITIONS, DELETIONS OR CORRECTIONS TO WRITTEN AGENDA OF OCTOBER 22, 2020:** On a motion by Ms. Hough and seconded by Dr. Gella and carried by unanimous voice vote, the written Agenda as well as the supplemental were approved.

**MINUTES:** On a motion by Ms. Hough and seconded by Dr. Gella and carried by voice vote, the minutes of the September 24, 2020 regular meeting, numbered pages 1-7, which were previously distributed to each member, were approved.

**AGENDA ITEMS APPROVED....On a motion by Dr. Gella seconded by Ms. Hough and carried by roll call vote, the following Agenda items were approved – Treasurer’s Reports, Listing of Bills, Bills to be Paid, Additional Driver, Disposal of Equipment, Agreements, Resignations and Retirements, Leaves of Absence, Recommended to be Hired, and Renegade Consulting Services:**

Roll call vote – yes – Mr. Thomas Bullington, Ms. Kathy Burch, Dr. Kamal Gella, Ms. Kathy Hough, Ms. Nora Hrubochak, Mr. Ron Johnston, Mr. William Pataki, Mr. Marion Pheasant, Mr. Michael Revak, Ms. Linda Smith, Mr. Stephen Thompson, Ms. Tammy Witherite and Dr. Leland Wood.

\*Dr. Gella abstained from voting on Highmark & Subsidiaries under the Listing of Bills item.

**A. TREASURER’S REPORTS:** The Treasurer’s Report, including Payroll Checking, General Checking and Online Registration Accounts as submitted on blue colored pages for September 2020, included in the October 22, 2020 Agenda, were presented and approved subject to audit. Reports were included in the Supplemental to Official Minutes.

**B. LISTING OF BILLS:** Approval was given for payment of the listing of bills as follows: Payroll Checking Account – from 09/01/20 – 09/30/20 as listed on gold summary pages, General Checking Account from 09/14/20 – 10/09/20, as listed on gold summary pages and Online Registration Account from 09/01/20 – 09/30/20 as listed on gold summary pages, which were included in the October 22, 2020 Agenda, and also in the detailed Listing of Bills booklet, which is included with the Supplemental to Official Minutes.

**C. PRESENTATION & INCLUSION IN OFFICIAL MINUTES – *No action required:***

- 1) Investments – The reports to the Board on the securities presently held and the record of investments for September 2020 was filed with the Supplemental to Official Minutes for final audit.
- 2) Budget Summary Report – The detailed fiscal reports, pages 1-63, General Fund, Special Revenue Funds, Capital Projects Fund, Enterprise Funds and Internal Service Funds for September 2020 were presented to the Board for final review and filed with the Supplemental to Official Minutes for final audit.

## **BUSINESS**

**STATEMENT OF FINANCIAL INTERESTS – *For Information Only:***

Board Members and Directors were reminded that if they served at the Intermediate Unit at any time during the 2020 calendar year, they are required to submit a Statement of Financial Interests for the year. The necessary forms will be available for distribution early in 2021.

**GENERAL OPERATING BUDGET – For Information Only:**

The administration will begin to work on the preparation of the 2021-2022 General Operating Budget. A draft of the Budget will be presented for discussion at the December Board meeting.

**BILLS TO BE PAID:**

Approval was given for Board officers to pay bills before the next meeting, when a scheduled meeting has been postponed or cancelled due to inclement weather or for lack of a quorum.

**ADDITIONAL DRIVER:**

Approval was given to add the following additional contracted transportation driver for the 2020-2021 school year.

<b>Contractor:</b>	<b>Driver:</b>
Kountry Kids Express, LLC	Kimmel, Gary

**DISPOSAL OF EQUIPMENT:**

Approval was given to dispose of the following equipment having an original purchase cost of over \$1,500.00 per item. Item(s) are obsolete/unreparable.

<b>Item</b>	<b>Tag #</b>	<b>Cost</b>	<b>Year Purchased</b>
Laminator	6125	\$1,545	2005
Lift with Sling	7761	\$2,410	2009

**EDUCATION PROGRAMS & SERVICES**

**AGREEMENTS:**

Approval was given to renew the General Service Agreement with Apptegy for IU8’s website for the 2020-2021 school year at a cost not to exceed \$4,100.00.

**RESIGNATIONS/RETIREMENTS:**

Approved the resignation of Patricia G. Ferguson, Aide – AS, Northern Cambria Middle School, effective the Close of Business 10/09/2020.

**LEAVES OF ABSENCE:**

- A.** Approved FMLA/FFCRA leave, with 100% regular pay, for Employee ID 1541, effective 10/06/2020 through 10/13/2020.
- B.** Approved FMLA/FFCRA leave, with 100% regular pay, for Employee ID 5125, effective 10/06/2020 through 10/08/2020.
- C.** Approved FMLA leave, without pay, for Employee ID 5342, effective 11/10/2020 through 11/25/2020.
- D.** Approved FMLA leave, without pay, for Employee ID 6197, effective 11/24/2020 PM through 02/19/2021.
- E.** Approved FMLA leave, without pay, for Employee ID 6196, effective 12/17/2020 PM through 01/07/2021.

**RECOMMENDED TO BE HIRED:**

- A.** Approved hiring Stephanie A. Boring, Hourly Aide – DD, Greater Johnstown CTC, \$12.70/hr., Max. of 28 hrs/wk, effective 09/28/2020.
- B.** Approved hiring McKenna J. Chesnutwood, Hourly Aide – DD, Greater Johnstown CTC, \$12.70/hr., Max. of 28 hrs/wk, effective 09/28/2020.
- C.** Approved hiring Jasmine M. Rohrer, Hourly Aide – DD, Johnstown City Center Head Start, \$12.70/hr., Max. of 28 hrs/wk, effective 09/28/2020.
- D.** Approved hiring Stone W. Gesser, Hourly Aide – DD, Treasured Times, Ebensburg, \$12.70/hr., Max. of 28 hrs/wk, effective 10/12/2020.

**EXECUTIVE OFFICE****NOTICE TO PERSONNEL – *For Information Only:***

There may be reductions in the number of personnel created by possible programs going back to the districts and/or other program reductions. Teacher contract specifies that the Association shall receive notification at least six months prior to any possible or actual suspension.

**PERSONNEL LISTING – *For Information Only:***

A listing of Professional and Support Staff Personnel for 2020-2021 was distributed at the board meeting.

**RENEGADE CONSULTING SERVICES:**

Approval was given to enter into an agreement with Renegade Consulting Services, Inc. in the amount of \$3,700.00 to provide the Advanced Leadership Institute to an additional leadership team member in the 2020-2021 school year.

**AGENDA ITEM APPROVED....On a motion by Ms. Hough seconded by Ms. Burch and carried by roll call vote, the following Agenda item was approved – Extended Campus – World of Learning:**

Roll call vote – yes – Mr. Thomas Bullington, Ms. Kathy Burch, Dr. Kamal Gella, Ms. Kathy Hough, Ms. Nora Hrubochak, Mr. Ron Johnston, Mr. William Pataki, Mr. Marion Pheasant, Mr. Michael Revak, Ms. Linda Smith, Mr. Stephen Thompson, Ms. Tammy Witherite and Dr. Leland Wood.

\*Dr. Gella abstained from voting

\*The solicitor gave his opinion that it was okay to hire the people on the list for the World of Learning

**EXTENDED CAMPUS – WORLD OF LEARNING:**

Approval was given to contract with the following teachers to build 8 courses for IU8's Extended Campus and World of Learning programs. The cost is not to exceed \$40,000.00.

- Kimberly Forsythe
- Darrin Dobrowolski
- Leslie Rupp
- Elisabeth McMullin
- Robyn Bechtel
- Amanda Beck
- Patti Raugh

**AGENDA ITEMS APPROVED....On a motion by Ms. Hough seconded by Ms. Hrubochak and carried by roll call vote, the following Agenda items were approved – World of Learning, Travel/Conference, Other Business (A1-4), and Cyber Learning Operations Manager:**

Roll call vote – yes – Mr. Thomas Bullington, Ms. Kathy Burch, Dr. Kamal Gella, Ms. Kathy Hough, Ms. Nora Hrubochak, Mr. Ron Johnston, Mr. William Pataki, Mr. Marion Pheasant, Mr. Michael Revak, Ms. Linda Smith, Mr. Stephen Thompson, Ms. Tammy Witherite and Dr. Leland Wood.

**WORLD OF LEARNING:**

- A.** Approval was given to enter into an agreement with Education Technology Consultants, Inc. to provide sales service to the World of Learning from November 1, 2020 thru October 31, 2021.
- B.** Approval was given to enter into an agreement with Stacy Tinsley to provide sales service to the World of Learning from November 1, 2020 thru October 31, 2021.

**TRAVEL/CONFERENCE:**

Approval was given for the following conference travel:

<u>Name</u>	<u>Place</u>	<u>Conference Date(s)</u>	<u>Organization</u>	<u>Part. In Conf. Program</u>	<u>Days at Event</u>	<u>Paid by Conference or Grant</u>	<u>Total Anticipated Expense</u>
<b><u>BUSINESS OFFICE:</u></b>							
Patty Motchenbaugh Transportation Coord.	Virtual	10/29/20 10/30/20	PASBO Conf.	No	Virtual	No	\$220.00
<b><i>Business Office Budget Total</i></b>							<b><i>\$220.00</i></b>
<b><u>EDUCATION PROGRAMS &amp; SERVICES:</u></b>							
Olivia Grugan Virtual Learning Spec.	Virtual	12/02/20 12/04/20	Assoc. of Educ. Services Agencies	Yes	Virtual	No	\$450.00
Dr. Amy Woomer Director of EPS	Virtual	11/10/20 11/11/20	Ed Law Conf.	No	Virtual	No	\$200.00
Anita Young Virtual Learning Spec.	Virtual	12/02/20 12/04/20	AESA Annual Conf.	Yes	Virtual	No	\$450.00
<b><i>Education Programs &amp; Services Budget Total</i></b>							<b><i>\$1,100.00</i></b>
<b><u>SUMMARY OF TRAVEL:</u></b>							
<b>Business Office Budget Total</b>				<b>\$220.00</b>			
<b>Education Programs &amp; Services Budget Total</b>				<b>\$1,100.00</b>			
<b>GRAND TOTAL</b>				<b>\$1,320.00</b>			

**OTHER BUSINESS:****A. SUPPLEMENTAL:**1) **RESIGNATIONS/RETIREMENTS:**

Approved the resignation of Megan E. Hetrick, Psychologist – Somerset Office, effective date to be determined.

2) **LEAVES OF ABSENCE:**

a) Change in FMLA leave dates, for Employee ID 6197, to 11/19/2020 PM through 02/17/2021.

b) Approved FMLA/FFCRA leave, with 100% regular pay, for Employee ID 2380, effective 10/19/2020 through 10/23/2020.

c) Approved FMLA/FFCRA leave, with 100% regular pay, for Employee ID 6135, effective 10/19/2020 through 10/22/2020.

d) Approved FMLA/FFCRA leave, with 100% regular pay, for Employee ID 5820, effective 10/19/2020 through 10/29/2020.

e) Approved FMLA/FFCRA leave, with 100% regular pay, for Employee ID 6178, effective 10/19/2020 through 10/29/2020.

f) Approved FMLA/FFCRA leave, with 100% regular pay, for Employee ID 6334, effective 10/19/2020 through 10/26/2020.

3) **RECOMMENDED TO BE HIRED:**

Approved hiring Brock A. Hettinger, Supervisor of Human Resources (NBUCP), Altoona Office, \$65,000.00 (Prorated), effective date to be determined (Pending required paperwork).

4) **TRAVEL/CONFERENCE APPROVAL:**

Approval was given that Dr. Patricia Mulroy, Supervisor of World of Learning, attend the AESA Virtual Annual Conference from December 2-4, 2020 at a cost of \$450.00 for the registration fee.

**CYBER LEARNING OPERATIONS MANAGER:**

Approval was given to adopt the Cyber Learning Operations Manager job description (gray attachment).

**FUTURE MEETINGS...**The next Committee/Board Meeting is scheduled for **Thursday, December 10, 2020**, 4500 6<sup>th</sup> Avenue, Altoona, PA. The Committee Meeting begins at 6:00 p.m., and the Board Meeting begins immediately following the Committee Meeting, but not before 6:30 p.m.

**ADJOURNMENT...**The meeting was adjourned at 6:45 p.m. on a motion by Mr. Thompson seconded by Mr. Revak and carried by unanimous voice vote.

Respectfully submitted,

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Dr. Amy Woomer, Board Secretary

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Thomas Bullington, Board President