

**APPALACHIA INTERMEDIATE UNIT 8  
BOARD OF SCHOOL DIRECTORS  
ALTOONA, PENNSYLVANIA  
DECEMBER 10, 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, December 10, 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 6:30 p.m. by the Board President, Mr. Thomas Bullington, with the following additional board members present: Ms. Kathy Hough, Ms. Nora Hrubochak, Mr. Ron Johnston, Mr. Marion Pheasant, Mr. Michael Revak, Ms. Linda Smith, Ms. Tammy Witherite and Dr. Leland Wood – 9 – present 4 absent – Ms. Kathy Burch, Dr. Kamal Gella, Mr. William Pataki, and Mr. Stephen Thompson

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

**VISITORS:** No visitors were present. The press was not in attendance.

**EXECUTIVE DIRECTOR'S UPDATE:**

Janel Vancas gave a brief overview of the grant we recently received from the Grable Foundation titled Advancing Stem Opportunities in Underserved Communities. The amount awarded was \$ \$69,570.00 for a two-year initiative.

**ADDITIONS, DELETIONS OR CORRECTIONS TO WRITTEN AGENDA OF DECEMBER 10, 2020:** On a motion by Mr. Revak and seconded by Mr. Johnston 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 Mr. Revak and carried by voice vote, the minutes of the October 22, 2020 regular meeting, numbered pages 1-7, which were previously distributed to each member, were approved, with an additional notation in regards to the Extended Campus-World of Learning item.

**EXECUTIVE SESSION:**

An Executive Session was held during the Committee Meeting, December 10, 2020, Altoona Office Board Room, from 6:01 p.m. to 6:12 p.m. to discuss personnel.

**AGENDA ITEMS APPROVED....On a motion by Ms. Hough seconded by Mr. Revak and carried by roll call vote, the following Agenda items were approved – Treasurer’s Reports, Listing of Bills, Bills to be Paid, E-Rate Consulting, and Additional Van Drivers:**

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

**A. TREASURER’S REPORTS:** The Treasurer’s Report, including Payroll Checking, General Checking and Online Registration Accounts as submitted on blue colored pages for October 2020, included in the December 10, 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 10/01/20 – 10/31/20 as listed on gold summary pages, General Checking Account from 10/12/20 – 11/27/20, as listed on gold summary pages and Online Registration Account from 10/01/20 – 10/31/20 as listed on gold summary pages, which were included in the December 10, 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 October 2020 was filed with the Supplemental to Official Minutes for final audit.
- 2) Expenditure Report – The detailed fiscal reports, pages 1-58, General Fund, Special Revenue Funds, Capital Projects Fund, Enterprise Funds and Internal Service Funds for October 2020 were presented to the Board for final review and filed with the Supplemental to Official Minutes for final audit.

**BUSINESS**

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

The Administration presented preliminary budget information for the General Operating Budget for the 2021-2022 fiscal year to the Unit Council Budget Committee.

**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.

**E-RATE CONSULTING:**

Approval was given to enter into an agreement with The KSL Group for consulting services relevant to the federal E-Rate program and the PA E-Fund program applications and requirements at a cost not to exceed \$9,950.00 for the 2020-2021 funding year. The amount, \$9,950.00, is designated as \$5,500.00 for the RWAN and \$4,450.00 for all other IU8 services.

**ADDITIONAL VAN DRIVERS:**

Approval was given for the following additional contracted transportation drivers for the 2020-2021 school year.

**Contractor:**

Ribblett Corp.

**Driver**

Carmel, Jeffrey

Queue Business Systems Inc/DBA

Raystown Transit Services

Matter, Sandra

**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 – Technology, Contracted Services, World of Learning, Resignations and Retirements, Recommended to be Hired, Leaves of Absence, and Other Business (A1-5):**

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

**EDUCATION PROGRAMS & SERVICES****TECHNOLOGY:**

Approval was given to upgrade the entry door control and photo identification badge software and supporting technologies with Eltech Security Systems, Inc. at a cost not to exceed \$6,800.00.

**CONTRACTED SERVICES:**

Approval was given to contract with Solutionwhere for a one-year extension of Wisdomwhere used for all event registrations. Period of contract is January 1, 2021 – December 31, 2021 at a cost of \$6,765.00, which includes both the subscription cost (\$6,470.00) and fee for credit card payment processing (\$295.00).

**WORLD OF LEARNING (WOL):**

- A.** Approval was given to compensate the following WOL Facilitators for their time on course development and/or modifications.
- Bene Barlat - \$500.00; French 4
  - Barbara Clouser - \$2,000.00; Spanish 5/AP
  - Wan-Tzu (Katrina) Chen - \$4,600.00; Chinese 1&2
- B.** Approval was given to compensate the following WOL Facilitators for their time in planning and hosting WOL Clubs. These clubs will provide varied experiences for learners' in the target languages in an afterschool club format. Each club will meet 8-10 times during the second half of this school year and payment per facilitator will not exceed \$500.00.
- Fumiko Brown
  - Ying-Fang Jeffers
  - Michiyo Buckwalter
  - Barb Clouser
  - Budimka Uskokovic
  - Ann Myers

**RESIGNATIONS/RETIREMENTS:**

- A.** Approved the resignation of Susan K. Sklar-Graham, Hourly Aide – DD, Greater Johnstown CTC, effective the Close of Business 11/06/2020.
- B.** Approved the resignation of Britt R. Savage, Teacher – DD, Bedford Elementary, effective the Close of Business 11/20/2020.

**RECOMMENDED TO BE HIRED:**

Approved hiring Sonya M. Nagle, Aide – AS, Northern Cambria Elementary, \$16,006.85 (Prorated), effective 11/16/2020.

**LEAVES OF ABSENCE:**

Approved FMLA/FFCRA/EFML leaves as listed on attachment (gray attachment).

**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.

**OTHER BUSINESS:****A. SUPPLEMENTAL:**1) **SUMMER PROGRAM:**

Approval was given for IU8 to facilitate a summer school program at Adelphoi Village, Inc., Manor House, at the request of the Central Cambria School District. This summer program will be scheduled during June, July, and August 2021. The Title I allocation will determine the maximum number of weeks and hours. Costs to facilitate the summer school program will not exceed the district's Title I allocation.

2) **TUTORING PROGRAM:**

Approval was given for IU8 to facilitate a tutoring program at Adelphoi Village, Inc., Manor House, at the request of the Central Cambria School District. This tutoring program will be offered based on the Title I allocation. Costs to facilitate the tutoring program are dependent on the Title I allocation and will not exceed the allocation.

3) **RESIGNATIONS/RETIREMENTS:**

a) Approved the resignation of Jessica L. Bendis, Teacher – EFP, Hollidaysburg, effective date to be determined.

b) Approved the resignation of Stephanie A. Boring, Hourly Aide – DD, Greater Johnstown CTC, effective 12/08/2020.

4) **LEAVES OF ABSENCE:**

Approved the additional leaves as listed on attachment (additional gray attachment).

5) **TERMINATION:**

Approved the termination of employment for Tiffany M. Parker, Hourly Aide – DD, Penn Cambria Pre-Primary, effective 11/06/2020.

**AGENDA ITEM APPROVED....On a motion by Mr. Revak seconded by Ms. Hrubochak and carried by roll call vote, the following Agenda item was approved – Executive Director:**

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

**EXECUTIVE DIRECTOR:**

Resolved that Dr. Thomas A. Butler be employed as Executive Director of Appalachia Intermediate Unit 8 for a four-year term, beginning August 5, 2021, on the terms specified in the Agreement presented to the Board at this meeting, a copy of which shall be kept with the records of this meeting. The Agreement is hereby approved, and the appropriate Board officers are hereby authorized to execute the Agreement on behalf of the Intermediate Unit, to be binding when executed by both parties.

**FUTURE MEETINGS...**The next Committee/Board Meeting is scheduled for **Thursday, January 28, 2021**, 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 6:35 p.m. on a motion by Ms. Hough 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

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