

**APPALACHIA INTERMEDIATE UNIT 8
BOARD OF SCHOOL DIRECTORS
ALTOONA, PENNSYLVANIA
DECEMBER 9, 2010
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 9, 2010, 6:35 p.m. Mr. B. Wayne Lohr, Board President, led the group in the flag salute and moment of silence.

ROLL CALL: The meeting was called to order by the Board President, Mr. B. Wayne Lohr, with the following additional board members present: Mr. Thomas Bullington, Mr. Thomas Creehan, Mr. Chris Cronrath, Mr. Thomas Dadey, Ms. Arlene DeSalvo, Ms. Susan Diehl, Mr. Larry Malzi, Mr. Edward Pruchnic, and Mr. Michael Revak – 10 – present. Absent – 3 – Ms. Margaret Hendricks, Mr. William Padamonsky, and Mr. David Worthing

OTHERS ATTENDING: Others in attendance were: Dr. Joseph Macharola - Executive Director, Ms. Tracy Colbert, Mr. Jared Cronauer, Mr. Derek Jones, Mr. Brian Myers, Ms. Carolyn Shipley, Ms. Laura Toki, Dr. Barbara Uncapher, Ms. Judy Voytko, Ms. Sue Wolf, and Ms. Amy Woomer – Staff; Mr. Sam Clapper – Solicitor.

VISITORS: Mr. William Batzel, IU8 Educator and PSEA Representative was present. The press was not in attendance.

EXECUTIVE DIRECTOR'S CORRESPONDENCE – *For Information Only:*

Dr. Macharola discussed Pennsylvania's revenue status and provided Board members with the latest legislative update.

He informed the Board that Mr. Fred McKillop had presented at the last Unit Council meeting on November 19th. He reminded Board members that the next Unit Council meeting is on Friday, January 14, 2011.

Dr. Macharola stated that Mr. Rodney Green, Superintendent for Spring Cove School District, would present at the next New Superintendent Forum to be held on Friday, December 10th.

Dr. Macharola notified the Board that the Superintendent General Fund Operating Budget Committee Meeting would be held on Thursday, December 16, 2010.

All Board Members received a copy of the 2010 Statistical Report; Dr. Macharola stated all information was obtained from the school districts.

ANNOUNCEMENTS:**A. EXECUTIVE SESSION:**

An Executive Session was held during the Committee Meeting, December 9, 2010, Altoona Office Board Room, from 6:01 p.m. to 6:09 p.m. for discussion of a personnel matter and a potential resolution to the NBCP.

ADDITIONS, DELETIONS OR CORRECTIONS TO WRITTEN AGENDA OF DECEMBER 9, 2010: On a motion by Mr. Pruchnic, and seconded by Mr. Dadey and carried by unanimous voice vote, additions to the written Agenda were approved.

MINUTES: On a motion by Ms. DeSalvo and seconded by Mr. Cronrath and carried by unanimous voice vote, the minutes of the October 28, 2010 regular meeting, numbered pages 1-13, which were previously mailed to each member, were approved.

AGENDA ITEM APPROVED....On a motion by Mr. Cronrath, seconded by Mr. Pruchnic and carried by roll call vote, the following Agenda item was approved: Treasurer's Report.

Roll call vote – yes – 10 – Mr. Thomas Bullington, Mr. Thomas Creehan, Mr. Chris Cronrath, Mr. Thomas Dadey, Ms. Arlene DeSalvo, Ms. Susan Diehl, Mr. B. Wayne Lohr, Mr. Larry Malzi, Mr. Edward Pruchnic and Mr. Michael Revak.

A) TREASURER'S REPORT: The Treasurer's Report, including Payroll Checking and General Checking as submitted on blue colored pages for October 2010, as well as a revised General Checking page for September 2010, included in the December 9, 2010 Agenda, was presented and approved subject to audit. Reports included in the Supplemental to Official Minutes.

AGENDA ITEM APPROVED....On a motion by Ms. DeSalvo, seconded by Mr. Dadey and carried by roll call vote, the following Agenda item was approved: Listing of Bills.

Roll call vote – yes – 10 – Mr. Thomas Bullington, Mr. Thomas Creehan, Mr. Chris Cronrath, Mr. Thomas Dadey, Ms. Arlene DeSalvo, Ms. Susan Diehl, Mr. B. Wayne Lohr, Mr. Larry Malzi, Mr. Edward Pruchnic and Mr. Michael Revak.

B) LISTING OF BILLS: Approval was given for payment of the listing of bills as follows: Payroll Checking Account – from 10/01/10 to 10/31/10 as listed on gold summary pages and General Checking Account from 10/22/10 to 11/24/10, as listed on gold summary pages which were included in the December 9, 2010 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 report to the Board on the securities presently held and the record of investments for October 2010 is filed with the Supplemental to Official Minutes for final audit.

2) Budget Summary Report – The detailed fiscal report, pages 1-53, General Fund, Special Revenue Funds, Capital Projects Fund, Enterprise Funds and Internal Service Funds for October 2010 was presented to the Board for final review and filed with the Supplemental to Official Minutes for final audit.

AGENDA ITEMS APPROVED....On a motion by Ms. DeSalvo, seconded by Mr. Bullington and carried by roll call vote, the following Agenda items were approved: Bills to be Paid, Equipment Purchase, Special Education Plan Revisions – 2010-2011, Early Intervention Letters of Agreement, Contracts, Transportation, E-Rate Consulting, Computer Purchases, Personnel (B and C only):

Roll call vote – yes – 10 – Mr. Thomas Bullington, Mr. Thomas Creehan, Mr. Chris Cronrath, Mr. Thomas Dadey, Ms. Arlene DeSalvo, Ms. Susan Diehl, Mr. B. Wayne Lohr, Mr. Larry Malzi, Mr. Edward Pruchnic and Mr. Michael Revak.

BUSINESS

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.

EQUIPMENT PURCHASE:

Approval was given for the purchase of Assistive Technology devices included in the 2010-2011 ARRA Section 619 Assistive Technology Budget. The total estimated purchases will be \$38,000.00.

GENERAL OPERATING BUDGET: *For Information Only*

The Administration will present preliminary budget information for the General Operating Budget for fiscal year 2011-2012.

EDUCATIONAL PROGRAMS & SERVICES

SPECIAL EDUCATION PLAN REVISIONS – 2010-2011:

Approval was given to revise the 2010-2011 Intermediate Unit 8 Special Education Plan. All additions, deletions or moves of special education programs/positions are contingent upon the Pennsylvania Department of Education approval as set forth in the Special Education Revision Notice process and Chapter 14 of the Pennsylvania School Code. The revision is as follows:

ADD: 1) An Educational Interpreter position for a maximum of 15 hours per week at the Bedford preschool classroom.

CHANGE: 1) The part-time hourly paraprofessional position (30 hours per week) in the BRIDGE-Mini Mall Apt. 83.5 classroom to a full-time position in Cambria County.

EARLY INTERVENTION LETTERS OF AGREEMENT:

- A.** Approval was given to enter into an agreement with the Somerset County Local Interagency Coordinating Council (LICC) for the 2010-2011 school year.
- B.** Approval was given to amend the Letter of Agreement with Ferndale Area School District that was approved on August 26, 2010 to include services of one paraprofessional at the rate of \$7.50 per hour for the 2010-2011 school year.

CONTRACTS:

- A. Approval was given to contract with Monica Ball, Occupational Therapist, to provide Occupational Therapy Services for a maximum of 18 hours per week, at a cost of \$50.00 per hour and mileage reimbursement at the current IRS rate.
- B. Approval was given to contract with Allegheny and Chesapeake Physical Therapy to provide Physical Therapy Services for up to one day per week, at a cost of \$70.00 per visit and mileage reimbursement at the current IRS rate.

TRANSPORTATION:

Approval was given to add the following contracted transportation driver for the 2010-11 school year.

Contractor:	Driver:
Miller Motor Co.	Byer, Kelly

INFORMATION TECHNOLOGY**E-RATE CONSULTING:**

Approval was given to enter into an agreement with the KSL Group for E-Rate consulting services for funding year 2011-2012 at an estimated cost of \$9,950.00. This agreement will cover the IU8's agency and Regional WAN E-Rate applications.

COMPUTER PURCHASES:

Approval was given to purchase 35 Dell laptops and 2 carts to replace the current wireless laptop lab located in the Altoona Office at an approximate cost of \$38,000.00.

HUMAN RESOURCES**PERSONNEL:****A. 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.

B. CHANGE IN EMPLOYMENT STATUS; TEMPORARY PROFESSIONAL TO PROFESSIONAL:

Approval was given to issue a professional contract to the following temporary professional employees who have completed three years of satisfactory service:
PAMELA KNOTT - MEGAN LLOYD - BRANDON PAYNE - JULIE RISHEL - DEANNA SNIVELY - ROBIN WILSON

PERSONNEL continued:**C. CHANGES TO NON-BARGAINING UNIT COMPENSATION PLANS:**

Approval was given to adopt the resolutions entitled "Resolution Amending Non-Bargaining Unit Compensation Plan for Directors and Assistant Directors," as presented, and "Resolution Amending Non-Bargaining Unit Compensation Plan," as presented, which resolutions correct an omission in the two Non-Bargaining Unit compensation plans of the Intermediate Unit by adding a benefit providing for a payment to the estate of an employee who dies while still employed and before retirement for unused personal days and unused sick days, subject to the terms and limitations set forth in the resolutions, which amendment is retroactive to the effective date of the Plans. The amount of the payment is either \$100.00 per day or \$75.00 per day, depending on the position held by the employee.

AGENDA ITEMS APPROVED....On a motion by Mr. Revak, seconded by Mr. Pruchnic and carried by roll call vote, the following Agenda items were approved: Resignations/Retirements, Leaves of Absence, Recommended to be Hired, Approval of Substitutes (day-to-day), Travel, Other Business (A),

Roll call vote – yes – 10 – Mr. Thomas Bullington, Mr. Thomas Creehan, Mr. Chris Cronrath, Mr. Thomas Dadey, Ms. Arlene DeSalvo, Ms. Susan Diehl, Mr. B. Wayne Lohr, Mr. Larry Malzi, Mr. Edward Pruchnic and Mr. Michael Revak.

RESIGNATIONS/RETIREMENTS: Approval was given for the following Resignations/Retirements:

A. Professional:

Name	Position Location	Date Received	Effective Date of Service Termination
Susan A. Croushore	Teacher – SLS Itinerant – Blair County	11/01/2010	Close of Business 01/28/2011 (Retirement)
Carol J. Hoover	Educational Consultant Altoona Office	11/15/2010	Close of Business 02/04/2011 (Retirement)
Virginia L. Babal	Teacher – LSS Bloomfield Apartment	11/18/2010	Close of 2010/2011 School Year (Retirement)

B. Support Staff – Aides:

Name	Position Location	Date Received	Effective Date of Service Termination
Wanda K. King	Hourly Aide – MDS Bedford High School	11/23/2010 (Verbal)	Close of Business 11/23/2010 (Resignation)
Deborah J. Burgan	Hourly Aide – LSS Mini Mall Apartments	11/02/2010	12/31/2010 (Retirement)

C. Support Staff – Secretaries: None

D. Support Staff – Other: None

LEAVES OF ABSENCE: Approval was given for Leaves of Absence for the following personnel:

A. Professional:

Name	<i>Type of Leave</i>	From ---- Through	<i>Pay</i>
Janice M. Koenig (Teacher)	FMLA	12/09/2010 through 12/17/2010	Without
Tricia M. Noonan (Teacher)	FMLA	12/15/2010 through 03/23/2011	Without

B. Support Staff – Aides:

Name	<i>Type of Leave</i>	From ---- Through	<i>Pay</i>
Patricia G. Keith	FMLA	10/26/2010 @ 2:15 p.m. through 12/23/2010	Without
Elizabeth J. Nealen	Unpaid	11/23/2010	Without

C. Support Staff – Secretaries:

Name	<i>Type of Leave</i>	From ---- Through	<i>Pay</i>
Debra J. O'Hara	FMLA	11/24/2010 through the exhaustion of FMLA (intermittent)	Without

D. Support Staff – Other: None

RECOMMENDED TO BE HIRED: Approval was given to hire the following personnel:

A. Professional:

Name	Cert & College	Position Created by Exceptionality & Location	Step & Amount on Salary Schedule	Date Employment Begins	Date Employment Ends
Kimberly A. Buchanan	Speech & Language Impaired, Indiana University of PA	Retirement of Karen Friebe, Teacher – SLS, Itinerant – Cambria/Somerset Counties	3-B - \$40,327.00 (Prorated)	11/30/2010	
Courtney A. Jones	Speech & Language Impaired, Kutztown University	Resignation of Joelle Banjak, Teacher – SLS, Itinerant – Blair County	1-B - \$39,837.00 (Prorated)	01/18/2011	

B. Support Staff - Aides:

Name	Cert & College	Position Created by Exceptionality & Location	Step & Amount on Salary Schedule	Date Employment Begins	Date Employment Ends
Mary K. Ramsey	N/A	Retirement of Catherine Klepser, Aide – MDS, Hollidaysburg Sr. High	\$13,519.80 (Prorated)	12/01/2010	

C. Support Staff – Secretaries: None

D. Support Staff - Other: None

APPROVAL OF SUBSTITUTES (DAY-TO-DAY):

A. Professional:

Name	College Graduate	Certification Held
Scott C. Broughton*	Yes	Various Areas
Anthony J. Cortese*	Yes	Various Areas
Michael P. Pray*	Yes	Various Areas

***Various areas of certification due to the completion of the Substitute Teacher Training Consortium for emergency certification.**

B. Support Staff – Aides:

Name	Name	Name	Name	Name
Thomas P. Shrift				

C. Support Staff – Secretaries: None

D. Support Staff – Other:

Name	Name	Name	Name	Name
Karen M. Hite (Health Assistant)				

TRAVEL: Approval was given for the following travel:

<u>Name</u>	<u>Place</u>	<u>Conference Date(s)</u>	<u>Organization</u>	<u>Part. In Conf. Program</u>	<u>Work Days Missed</u>	<u>Paid by Conference or Grant</u>	<u>Total Anticipated Expense</u>
<u>CURRICULUM BUDGET:</u>							
Tracy Colbert Curr. Dev. Specialist	Hershey	01/11/11 01/14/11	PDE Annual Conf.	No	4	No	\$747.00
Tracy Colbert Curr. Dev. Specialist	State College	01/23/11 01/26/11	Improving School Performance Conf.	No	3	No	\$550.00
Tracy Colbert Curr. Dev. Specialist	Hershey	02/13/11 02/16/11	PETE & C	No	3	No	\$864.00
Carolyn Shipley Asst. Dir. of Curr.	Baltimore MD	02/14/11 02/16/11	MSP Regional Conf.	No	3	Yes	\$800.00
Laura Toki Director of Curriculum	Hershey	12/05/10 12/08/10	SAS Institute	No	3	No	\$835.00
<i>Curriculum Budget Total \$3,796.00</i>							
<u>EDUCATIONAL PROGRAMS & SERVICES BUDGETS:</u>							
Megan Evans Educ. Consultant	Hershey	01/11/11 01/14/11	PDE Conf.	No	4	No	\$848.00
Patricia Motchenbaugh Transportation Coordinator	Pittsburgh	03/15/11 03/18/11	PASBO Conf.	No	4	No	\$1,024.50
<i>Educational Programs & Services Budget Total \$1,872.50</i>							
<u>GENERAL ADMINISTRATION BUDGET:</u>							
Edward Pruchnic	San Francisco CA	04/08/11 04/12/11	NSBA Conf.	No	N/A	N/A	\$2,401.00
David Stultz Facilities Manager	Pittsburgh	03/15/11 03/18/11	PSABO Conf.	No	4	No	\$1,053.00
<i>General Administration Budget \$3,454.00</i>							

TRAVEL continued:

<u>Name</u>	<u>Place</u>	<u>Conference Date(s)</u>	<u>Organization</u>	<u>Part. In Conf. Program</u>	<u>Work Days Missed</u>	<u>Paid by Conference or Grant</u>	<u>Total Anticipated Expense</u>
-------------	--------------	---------------------------	---------------------	-------------------------------	-------------------------	------------------------------------	----------------------------------

INFORMATION TECHNOLOGY BUDGET:

Derek Jones Technology Administrator	Hershey	02/13/11 02/16/11	PETE & C	No	3	No	\$1,057.00
---	---------	----------------------	----------	----	---	----	------------

Information Technology Budget Total \$1,057.00

NON-PUBLIC BUDGET:

Janel Vancas Supervisor	State College	01/23/11 01/26/11	Improving School Performance Conf.	No	3	No	\$550.00
Janel Vancas Supervisor	Seven Springs	04/03/11 04/06/11	PAFPC	No	3	No	\$1,230.00

Non-Public Budget Total \$1,780.00

SUMMARY OF TRAVEL:

CURRICULUM BUDGET TOTAL	\$3,796.00
EDUCATIONAL PROGRAMS & SERVICES BUDGET TOTAL	\$1,872.50
GENERAL ADMINISTRATION BUDGET TOTAL	\$3,454.00
INFORMATION TECHNOLOGY BUDGET TOTAL	\$1,057.00
NON-PUBLIC BUDGET TOTAL	<u>\$1,780.00</u>
GRAND TOTAL	\$11,959.50

OTHER BUSINESS:

A. PAGE 7, ITEM 22. RECOMMENDED TO BE HIRED:

A. Professional:

<u>Name</u>	<u>Cert. & College</u>	<u>Position Created By, Exceptionality, and Location</u>	<u>Step & Amt. on Salary Schedule</u>	<u>Date Employ. Begins</u>	<u>Date Employ. Ends</u>
Amanda H. Harrington	Special Ed. N-12 IUP	Transfer of Laura Miltenberger, Full-Time Sub. Teacher, 4 Counties	1-A \$39,537.00 (Prorated)	12/08/2010	
Angela M. Scipioni	Special Ed. N-12 Saint Francis	Resignation of Heather Diener, Teacher – AS, Itinerant - Somerset County	1-A \$39,537.00 (Prorated)	12/13/2010	

FUTURE MEETINGS.....The next Committee/Board Meeting is scheduled for January 27, 2011, 4500 6th 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 6:41 p.m. on a motion by Mr. Bullington, seconded by Mr. Revak and carried by unanimous voice vote.

Respectfully submitted,

Judith Voytko, Board Secretary

B. Wayne Lohr, Board President

sdw