

**APPALACHIA INTERMEDIATE UNIT 8
BOARD OF SCHOOL DIRECTORS
ALTOONA, PENNSYLVANIA
FEBRUARY 25, 2010
7:08 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, February 25, 2010, 7:08 p.m. Dr. Macharola led the group in the flag salute and moment of silence.

ROLL CALL: The meeting was called to order by Dr. Macharola and led thereafter by Mr. George Haluska, with the following additional board members present: Mr. Thomas Creehan, Mr. Chris Cronrath, Ms. Margaret Hendricks, Mr. Larry Malzi, Dr. Jennifer Murnyack-Garner, Mr. William Padamonsky, Mr. Michael Revak, and Mr. David Worthing – 9 present. Absent – 4 – Mr. Thomas Bullington, Mr. Thomas Dadey, Mr. B. Wayne Lohr and Mr. Edward Pruchnic.

OTHERS ATTENDING: Others in attendance were: Dr. Joseph Macharola - Executive Director, Mr. Jared Cronauer, Mr. Derek Jones, Dr. Thomas Kippeny, Mr. Brian Myers, Ms. Carolyn Shipley, Ms. Laura Toki, Dr. Barbara Uncapher, Ms. Judy Voytko, and Ms. Sue Wolf – Staff, and Mr. Samuel Clapper – Solicitor (via phone).

VISITORS: There were no visitors present. The press was not in attendance.

ANNOUNCEMENTS:

PRESENTATION: Young, Oakes, Brown & Company.

ADDITIONS, DELETIONS OR CORRECTIONS TO WRITTEN AGENDA OF FEBRUARY 25, 2010: On a motion by Ms. Hendricks, and seconded by Mr. Padamonsky and carried by unanimous voice vote, additions to the written Agenda were approved.

JANUARY 28, 2010 BOARD AGENDA MOTION:

On a motion by Mr. Padamonsky, and seconded by Mr. Cronrath and carried by roll call vote, approval was given to adopt the following Resolution:

RESOLVED that the Board (1) acknowledges receipt of the proposed Agenda and supplement for the meeting of January 28, 2010, which was cancelled due to weather conditions; (2) approves said Agenda and supplement; (3) approves the minutes of the December 10, 2009 meeting as presented in the Agenda for the January 28 meeting; (4) acknowledges all informational items in the Agenda and supplement; (5) acknowledges receipt of the proposed budget and tentatively adopts same; (6) approves all other action items set forth in the Agenda and supplement; and (7) ratifies and confirms all administrative action taken to continue the effective and efficient operation of the Intermediate Unit as necessary because the meeting was cancelled due to weather conditions.

A copy of the January 2010 agenda will be included in the Supplemental to Official Minutes.

AGENDA ITEMS APPROVED.... On a motion by Mr. Padamonsky, seconded by Dr. Murnyack-Garner and carried by roll call vote, the following Agenda items were approved: Treasurer's Report, Listing of Bills, Contracts, Budgets, IU8 Paper Bid, Depositories, Electricity Procurement Agreements, Copier Leases, Employee Recognition Items, Petty Cash Accounts, Contracts-Pennsylvania Department of Education, Transportation, Additional Vehicle, Equipment Disposal, Special Education Plan Revisions 2009/2010, Teaching American History Grant, Pennsylvania Department of Education 2010 Conference, Leadership Academy, and Personnel.

Roll call vote – yes – 9 – Mr. Thomas Creehan, Mr. Chris Cronrath, Mr. George Haluska, Ms. Margaret Hendricks, Mr. Larry Malzi, Dr. Jennifer Murnyack-Garner, Mr. William Padamonsky, Mr. Michael Revak, and Mr. David Worthing – Abstention: 1 – Mr. David Worthing, Item 11 B; Depositories.

A) TREASURER'S REPORT: The Treasurer's Report, including Payroll Checking and General Checking as submitted on blue colored pages for January 2010, included in the February 25, 2010 Agenda, was presented and approved subject to audit. Reports 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 01/01/10 to 01/31/10 as listed on gold summary pages and General Checking Account from 01/16/10 to 02/12/10, as listed on gold summary pages which were included in the February 25, 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 January 2010 is filed with the Supplemental to Official Minutes for final audit.

2) Budget Summary Report – The detailed fiscal report, pages 1-55, General Fund, Special Revenue Funds, Capital Projects Fund, Enterprise Funds and Internal Service Funds for January 2010 was presented to the Board for final review and filed with the Supplemental to Official Minutes for final audit.

CONTRACTS:

A. Approval was given to continue the contract with Coleen Heim Consulting, to provide consulting services on behalf of Blair County Safe Schools Network for Crisis Mental Health Disaster Planning and Training for an additional \$5,000.00 for the 2009-2010 school year.

B. Approval was given to continue the contract with Coleen Heim Consulting, to provide consulting services to the Cambria County Student Assistance Program District Council for an additional \$3,000.00 for the 2009-2010 school year.

BUDGETS:**A. General Operating Budget:**

The Administration presented the General Fund Administrative Budget for 2010-2011, in the amount of \$5,607,785.43, for review and final adoption by the Board. Approval was given for the budget and includes indirect and operational costs to be assessed as follows: 1) state and local programs are to be assessed at a maximum of 6% plus interest (where allowed), or at the maximum rate permitted by the granting entity, and 2) federal programs are to be assessed at the PDE-approved indirect cost rate or specific project rate.

B. Title I Budget Revision:

Approval was given for a revision to the 2009-2010 Title I budget to accommodate additional revenue in the amount of \$10,639.00, bringing the total to \$39,344.00.

C. Challenge Program Budget Revision:

Approval was given for a revision to the 2009-2010 Challenge Program budget to accommodate estimated additional revenue of \$18,000.00. This brings the total budgeted amount to \$128,000.00.

IU 8 PAPER BID:

Approval was given to award the bids for duplicating paper as follows:

A. White 8 ½ x 11 copy paper:

The Administration recommends the bid be awarded to **RIS Paper Company, Inc.** at the price of \$25.84 per carton. Only one other bid was received-Unisource at \$27.31 per carton.

B. Other office and classroom paper:

The Administration recommends **RIS Paper Company, Inc.** be awarded the following items for the cooperative paper bid. This was the only bid received.

<u>Type of Paper</u>	<u>Price Per Carton</u>	<u>Last year's price</u>
Dual Purpose Colored 8 ½ x 11	\$32.84	\$32.84
Dual Purpose Colored 8 ½ x 14	\$46.58	\$46.58
Dual Purpose White 11 x 17	\$31.44	\$31.44
Card stock 90lb White 8 ½ x 11	\$37.28	\$33.92
Card stock 90lb Colored 8 ½ x 11	\$39.36	\$35.84
Card stock 65lb Colored/Brights	\$53.92	\$49.92
Card stock 65lb Colored/Pastels	\$39.72	\$40.72
Dual Purpose White 8 ½ x 14	\$39.92	\$39.92
Dual Purpose White 3 hole punched	\$30.87	\$30.87
Dual Purpose Colored 3 hole punched	\$35.44	\$35.44
Brights Dual Purpose 8 ½ x 11	\$52.64	\$46.74

The paper is distributed on a first come first order filled basis. This bid may be used by IU8 and participating school entities.

DEPOSITORIES:

Approval was given to approve the following bank depositories for the 2010-2011 fiscal year:

- A. General Checking and Payroll Checking – First Commonwealth Bank
- B. Investment Depositories – First Commonwealth Bank, Pennsylvania Local Government Investment Trust (PLGIT), Pennsylvania School District Liquid Asset Fund (PSDLAF), and M&T Bank's Municipal Money Market.

ELECTRICITY PROCUREMENT AGREEMENTS:

- A. Approval was given for a three-year "Affinity Agreement" with OnDemand Energy Solutions through the Western Pennsylvania Intermediate Unit (WPAIU) Consortium program. (The agreement provides an opportunity for school districts within IU 8 to utilize OnDemand Energy Solutions for electricity procurement consulting services, as well as other consulting services dealing with electricity demand, including the energy conservation requirements of Act 129.)
- B. Approval was given to approve OnDemand Energy Solutions as IU 8's consultant for electricity procurement. The initial agreement is effective through October 31, 2010. Approval would include administrative authority to continue the agreement on a month to month basis for a period of up to three years.

COPIER LEASES:

Approval was given to replace the following copiers with comparable units through Xerox Corporation.

- A. Altoona Main Copy Room – Flat Rate Lease of \$549.16 per month for a period of 5 years.
- B. Business Office – Base lease payment of \$318.22 per month for 5 years for 5,000 copies per month, with a "per copy" charge for usage over the base amount.

EMPLOYEE RECOGNITION ITEMS:

Approval was given to purchase 500 IU8 promotional items to be distributed to staff for employee recognition during the month of May 2010. The cost is approximately \$4,500.00.

PETTY CASH ACCOUNTS:

- A. Approval was given to create a new Petty Cash account under the custodianship of Supervisor Sue Fariss, with an impressed amount of \$100.00.
- B. Approval was given for an increase in the Special Projects Petty Cash Account under the custodianship of Joan Conway from an impressed amount of \$200.00 to \$350.00.

CONTRACTS – PENNSYLVANIA DEPARTMENT OF EDUCATION:

- A. Approval was given to enter into an agreement with the Pennsylvania Department of Education in the approximate amount of \$224,000.00 effective February 2009 through June 30, 2011. The agreement will support PDE with Teacher Quality Initiatives as they implement provisions of Chapter 49, Certification of Professional Personnel.
- B. Approval was given to make purchases and contracts as directed by the Pennsylvania Department of Education in the implementation of the Teacher Quality Initiative from February 2009 through June 30, 2011 as requested by the Pennsylvania Department of Education. Such purchases will be funded through the Teacher Quality Initiative in the amount not to exceed \$75,000.00.

TRANSPORTATION:

Approval of the following additional contracted transportation drivers and aide was given for the 2009-10 school year.

Contractor: Davis, Daniel	Driver:	Aide: Ellis, Rex
Miller Motor Company	Ellenberger, Rhonda	
Perigo, Dennis	Nemchik, Thomas	
Tri County Transportation	Freas, Jessica	

ADDITIONAL VEHICLE:

Approval of the following additional vehicles was given for the 2009-10 school year.

Contractor	Rate per day	Vehicle Type
Miller Motor Company	State Formula \$85.28 minimum	Van
Tri County Transportation	98% State Formula \$79.95 minimum	Van

EQUIPMENT DISPOSAL:

Approval was given to dispose of the following equipment having an original purchase price of over \$1,500.00 per item.

Item	Tag #	Cost	Year Purchased
VCR/DUP. UNIT	0808	\$1,790	1988
VCR/DUP. UNIT	0809	\$1,790	1988
VCR/DUP. UNIT	0810	\$1,790	1988
VCR/DUP. UNIT	0811	\$1,790	1988

SPECIAL EDUCATION PLAN REVISIONS – 2009-2010:

Approval was given to revise the 2009-2010 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 Plan Revision Notice process and Chapter 14 of the Pennsylvania School Code. The revision is as follows:

ADDITION: 1) An instruction in the home position for a Richland School District student in the Multidisabilities Support Program for a maximum of 5 hours per week. 2) One full-time OTR/L (Occupational Therapy Registered/Licensed) position.

DELETION: 1) Two full-time COTA (Certified Occupational Therapy Assistant) positions.

TEACHING AMERICAN HISTORY GRANT:

Approval was given to apply for a three-year Teaching American History federal grant in the amount of approximately \$1,000,000—in partnership with WPSU Public Broadcasting. The grant period will cover fiscal years 2011 to 2013.

PENNSYLVANIA DEPARTMENT OF EDUCATION 2010 CONFERENCE:

Approval was given for the following to attend the Pennsylvania Department of Education 2010 Conference to be held at the Hershey Lodge and Convention Center in Hershey, PA on April 6 – 9, 2010. The approximate costs range from \$290.00 to \$902.00 for registration, travel, and meals.

Megan Evans	\$876.88
Nichole Kopco-Meyers	902.68
Pete Noel	898.00
Carol Hoover	290.00
Christine Lewis	422.00
Amy Woomer	315.00

APPROXIMATE TOTAL	\$3,704.56
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LEADERSHIP ACADEMY:

- A.** Approval was given to apply for a grant from the PA Department of Education in the amount of \$30,625.00 to fund this year's 2010 Leadership Academy, a three-day summer regional professional development conference specifically for administrators.
- B.** Approval was given for the following staff to attend and facilitate the annual IU8 Leadership Academy 2010, scheduled for July 7-9, 2010 at the Toftrees Resort and Conference Center in State College, PA, at an approximate average cost of \$300.00 per person:

Dr. Joseph E. Macharola, Executive Director
Dr. Barbara Uncapher, Director of Educational Programs and Services
Dr. Thomas Kippeny, Assistant Director of Educational Programs and Services
Ms. Judy Voytko, Director of Business Services
Mr. Jared Cronauer, Assistant Director of Business Services
Mr. Brian Myers, Director of Human Resources/Relations
Ms. Laura J. Toki, Director of Curriculum
Ms. Carolyn Shipley, Assistant Director of Curriculum
Mr. Derek Jones, Technology Services Administrator
Mr. Paul Edwards, Technology Specialist
Ms. Karen Makin, Coordinator of Programs and Support Staff
Ms. Kristen Gabrielson, Curriculum Support

APPROXIMATE TOTAL: \$3,600.00

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. INDUCTION PROGRAM – *For Information Only:*

1) The following employee has successfully completed the induction program during the 2009/2010 School Year: *MONICA MACINTYRE*

2) The following employee has successfully completed the induction program between January 2009 and January 2010: *MARCI STARR*

C. CHANGE IN FMLA DATES:

1) Approval was given for Kelli Focht, Certified Occupational Therapy Assistant, to change the end date of her FMLA to March 12, 2010.

2) Approval was given for Stacy Weir, Teacher, to change her FMLA dates to February 8, 2010 through May 20, 2010.

D. 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: *KATHLEEN BABIK-KOVACH - HEATHER DIENER – MATTHEW HALE*

AGENDA ITEMS APPROVED.... On a motion by Ms. Hendricks, seconded by Mr. Haluska and carried by roll call vote, the following Agenda items were approved: Resignations/Retirements, Leaves of Absence, Recommended to be Hired, Day-To-Day Substitutes, Travel, Bills to be Paid, and Other Business (a & b).

Roll call vote – yes – 9 – Mr. Thomas Creehan, Mr. Chris Cronrath, Mr. George Haluska, Ms. Margaret Hendricks, Mr. Larry Malzi, Dr. Jennifer Murnyack-Garner, Mr. William Padamonsky, Mr. Michael Revak, and Mr. David Worthing.

RESIGNATIONS/RETIREMENTS: Approval was given for the following resignations/retirements:

A. Professional:

Name	Position Location	Date Received	Effective Date of Service Termination
Connie N. Sloey	Hourly Teacher – SLS, Itinerant – Blair County	02/05/2010	Close of Business 02/19/2010 (Resignation)

B. Support Staff – Aides:

Name	Position Location	Date Received	Effective Date of Service Termination
Shannon R. Dorian	Hourly Aide – DD, Greater Johnstown CTC	01/25/2010	01/12/2010 (Resignation)
Natosha M. Cochran	Hourly Aide – PHP, Children’s Aid Home	02/02/2010	Close of Business 02/12/2010 (Resignation)
Ann M. Frantz	Hourly Aide – DD, Westmont Learning Lamp	02/05/2010	Close of Business 02/18/2010 (Resignation)

C. Support Staff – Secretaries: None

D. Support Staff – Other: None

LEAVES OF ABSENCE: Approval was given for the following leave requests:

A. Professional:

Name	<i>Type of Leave</i>	From ---- Through	<i>Pay</i>
Kimberly A. Parker (Teacher)	FMLA	05/13/2010 through 05/27/2010	Without
Courtney A. Getty (Teacher)	FMLA	05/26/2010 through 06/04/2010	Without

B. Support Staff – Aides: None

C. Support Staff – Secretaries: None

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
Francine M. Ressler	Special Education N-12 IUP	New Position, Teacher - MDS, In-Home Instruction	3-A \$39,117.00 (Prorated) \$27.60/hr. Max. of 5 hrs/wk Part-Time Hourly	01/28/2010	

B. Support Staff - Aides:

Name	Cert & College	Position Created by Exceptionality & Location	Step & Amount on Salary Schedule	Date Employment Begins	Date Employment Ends
Linda D. Nagle	N/A	Resignation of Suzanne MacMurdo, Aide - DD, Gallitzin Head Start	\$9.52/hr., Max. of 25 hrs/wk, Regular Part- Time	02/01/2010	End of 2009/2010 EI Calendar
Heather M. Szekeresh	N/A	Resignation of Shannon Dorian, Aide - DD, Greater Johnstown CTC	\$9.52/hr., Max. of 25 hrs/wk, Regular Part- Time	02/22/2010	End of 2009/2010 EI Calendar

C. Support Staff – Secretaries: None

D. Support Staff – Other: None

APPROVAL OF SUBSTITUTES (DAY-TO-DAY):**A. Professional:**

Name	College Graduate	Certification Held
Kristi L. Berkebile*	Yes	Various Areas
Julianne Feather	Yes	Special Education N-12
Richard J. Nikolishen	Yes	Comprehensive Social Studies
Emily M. Shock	Yes	Special Education N-12

***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
Krystine Skura				

C. Support Staff – Secretaries: None**D. Support Staff – Other:**

Name	Name	Name	Name	Name
JennyLynn Farabaugh (Interpreter)				

TRAVEL:

A. 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>Work Days Missed</u>	<u>Paid by Conference or Grant</u>	<u>Total Anticipated Expense</u>
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ALTERNATIVE EDUCATION BUDGET:

Adam Scott	Altoona	04/14/10	Correctional Educ.	No	3	No	\$149.00
Alternative Ed Teacher		04/16/10	Conference				

Alternative Education Budget Total \$149.00

EDUCATIONAL PROGRAMS & SERVICES BUDGET:

Joelle Banjak	State College	04/08/10	PSHA	No	2	No	\$662.20
Speech Therapist		04/10/10					

Bruce Hrach	Lancaster	04/14/10	OCD &	No	3	No	\$685.18
Psychologist		04/16/10	Perfectionism				

Marcia Huss	Lancaster	04/25/10	Tech Talk Live	No	2	No	\$883.58
Technology Specialist		04/27/10					

Educational Programs & Services Budget Total \$2,230.96

GENERAL OPERATING BUDGET:

Paul Edwards	Lancaster	04/25/10	Tech Talk Live	No	2	No	\$850.00
Technology Specialist		04/27/10					

General Operating Budget Total \$850.00

NON-PUBLIC BUDGET:

Janel Vancas	Hershey	03/21/10 -	PAFPC	No	3	No	\$1,206.39
Supervisor		03/24/10					

Non-Public Budget Total \$1,206.39

SUMMARY OF TRAVEL:

ALTERNATIVE EDUCATION BUDGET

\$149.00

EDUCATIONAL PROGRAMS & SERVICES BUDGET

\$2,230.96

GENERAL OPERATING BUDGET TOTAL

\$850.00

NON-PUBLIC BUDGET TOTAL

\$1,206.39

GRAND TOTAL

\$4,436.35

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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.

OTHER BUSINESS:**A. PAGE 9, ITEM 27. RECOMMENDED TO BE HIRED:****D. Support Staff - Other:**

<u>Name & Address</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>
Sue Ellen Foster	Occ. Therapy Univ. of Pitts-burgh	New Position, Occupational Therapist, 4 Counties (NBUCP)	\$44,500.00 (Prorated)	To be determined	

B. PAGE 5, ITEM 20. SPECIAL EDUCATION PLAN REVISIONS – 2009-2010:

CHANGE: 1) The part-time hourly (30 hours per week) paraprofessional position in the Life Skills Support classroom at Greater Johnstown Career & Technology Center to a full-time paraprofessional position.

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

Dr. Macharola shared with Board Members the current fiscal condition of the Commonwealth of Pennsylvania and observations for member school districts pertaining to Governor Rendell's 2010-2011 Education Budget.

Dr. Macharola mentioned that a Unit Council Meeting was held January 15th and that Mr. Joseph Bard, Executive Director of PARSS was the guest speaker. Mr. Chuck Kensinger, PA Inspired Leadership Region 6 Site Coordinator, will present at the next Unit Council meeting to be held on Friday, March 12, 2010.

Dr. Macharola also stated that a Superintendent Roundtable meeting was held on February 19th with Mr. Thomas Gentzel, Executive Director of PSBA presenting; in addition Dr. Gerald Zahorchak held a budget briefing via the web for all participants.

FUTURE MEETINGS.....The next Committee/Board Meeting is scheduled for March 25, 2010, 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 7:19 p.m. on a motion by Mr. Revak, seconded by Mr. Cronrath and carried by unanimous voice vote.

Respectfully submitted,

Judith Voytko, Board Secretary

B. Wayne Lohr, Board President

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