

**APPALACHIA INTERMEDIATE UNIT 8  
BOARD OF SCHOOL DIRECTORS  
ALTOONA, PENNSYLVANIA  
MARCH 25, 2010  
6:31 P.M.**

**MINUTES**

The regular monthly meeting of the Appalachia Intermediate Unit 8 Board of School Directors was held at 4500 6<sup>th</sup> Avenue, Altoona on Thursday, March 25, 2010, 6:31 p.m. Mr. Thomas Bullington led the group in the flag salute and moment of silence.

**ROLL CALL:** The meeting was called to order by the Vice President, Mr. Thomas Bullington with the following additional board members present: Mr. Thomas Creehan, Mr. Chris Cronrath, Mr. Thomas Dadey, Ms. Margaret Hendricks, Mr. William Padamonsky, Mr. Edward Pruchnic, and Mr. Michael Revak, – 8 – present. Absent – 5 – Mr. George Haluska, Mr. B. Wayne Lohr, Mr. Larry Malzi, Dr. Jennifer Murnyack-Garner, and Mr. David Worthing Note: Mr. Worthing arrived at the adjournment of the regular meeting

**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

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

**ANNOUNCEMENTS:**

**A. BUILDINGS AND GROUNDS INFORMATIONAL MEETING:**

Mr. Bullington reported on the items covered in a Buildings and Grounds informational meeting held on March 18, 2010. No action was taken. Report kept on file.

**ADDITIONS, DELETIONS OR CORRECTIONS TO WRITTEN AGENDA OF MARCH 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.

**MINUTES:** On a motion by Ms. Hendricks and seconded by Mr. Cronrath and carried by unanimous voice vote, the minutes of the February 25, 2010 regular meeting, numbered pages 1-14, which were previously mailed to each member, were approved.

**AGENDA ITEMS APPROVED....On a motion by Mr. Padamonsky, seconded by Ms. Hendricks and carried by roll call vote, the following Agenda items were approved: Treasurer's Report and Listing of Bills.**

Roll call vote – yes – 8 – Mr. Thomas Bullington, Mr. Thomas Creehan, Mr. Chris Cronrath, Mr. Thomas Dadey, Ms. Margaret Hendricks, Mr. William Padamonsky, 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 February 2010, included in the March 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 02/01/10 to 02/28/10 as listed on gold summary pages and General Checking Account from 02/19/10 to 03/12/10, as listed on gold summary pages which were included in the March 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 February 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 February 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. Hendricks, seconded by Mr. Padamonsky and carried by roll call vote, the following Agenda items were approved: Budgets, Dental Self Insurance Rates for 2010-2011, Eye Care, Copier Lease, Unemployment Compensation, Contract, Phone System, Altoona Office Training Room A & B Projector Replacements, Title I Nonpublic Professional Development Consortium, Discovery Education Contract, iObservation Consortium, Graduation Ceremonies 2010, Pennsylvania Correctional Education Conference, 2010 PAIU Spring Conference, 2010 Spring Vision Conference and MARTI Conference.**

Roll call vote – yes – 8 – Mr. Thomas Bullington, Mr. Thomas Creehan, Mr. Chris Cronrath, Mr. Thomas Dadey, Ms. Margaret Hendricks, Mr. William Padamonsky, Mr. Edward Pruchnic and Mr. Michael Revak.

**BUDGETS:**

**A. Budgetary Line Item Transfers:**

Approval was given for budgetary line item transfers for various funds as needed. A list of the transfers was enclosed with the agenda.

**B. i3 Grant:**

Approval was given for a grant from the Pearson Foundation of New York in the amount of \$43,000.00. The funds will be used to develop a state-wide proposal for the "Investing in Innovation (i3) Grant Program" of the USDE. The focus is the use of gaming technology as a tool to advance science and technology education. The proposal includes contracts with Quill Research Associates, LLC for grant writing and Knowledge by Design for development of an operational plan.

**BUDGETS continued:****C. Capital Projects Budget:**

Approval was given for the updated Capital Projects Budget in the amount of \$1,002,874.45. A copy of the budget was included with the agenda.

**D. IDEA ARRA Budget Revision:**

Approval was given for a revision to the IDEA ARRA budget to include \$33,169.00 in additional allocation revenue. This brings the total budget to \$11,999,143.00.

**DENTAL SELF INSURANCE RATES FOR 2010-2011:**

Approval was given for the monthly premium equivalent rates recommended by School Claims Service for 2010-2011. The proposed monthly premium rate for employee coverage is \$63.79. The current rate is \$60.22. The monthly administrative fee is included in the premium and remains the same at \$3.35 per employee.

**EYE CARE:**

Approval was given for the transfer of the eye care premium equivalent from the various IU funding sources supporting covered employees to the IU Eye Care Insurance Fund for 2009-2010. The annual premium transfer rate will be \$145.00 per covered employee. Last year's rate was \$130.00.

**COPIER LEASE:**

Approval was given for a new lease through Xerox Corporation for a desktop copier with print, scan and fax capabilities in the Executive Office. The cost is \$53.23 per month for 60 months, with a "per print" rate of \$0.0130.

**UNEMPLOYMENT COMPENSATION:**

The Board of Directors approved the rate for Unemployment Compensation for 2009-2010 at .3%. Each budget with personnel expenses would be assessed at this rate applied to the total budgeted payroll. Last year's rate was .25%.

**CONTRACT:**

Approval was given to contract with the National Institute for School Leadership (NISL) in the approximate amount of \$117,500.00 as requested by PDE. PIL funds will support this contract for design and course development related to Early Childhood Executive Leadership for the PIL initiative.

**PHONE SYSTEM:**

**A.** Approval was given to purchase a new phone system from Fibercom for the Ed Tech Center in Duncansville at a cost of approximately \$17,000.00.

**B.** Approval was given to enter into a maintenance agreement with Fibercom for the current phone systems in the Altoona and Ebensburg Offices and the proposed new phone system in the Ed Tech Center at an annual cost of \$2,019.60, to be renewed every April.

**ALTOONA OFFICE TRAINING ROOM A & B PROJECTOR REPLACEMENTS:**

Approval was given to replace the two projector systems in the Altoona office training rooms at an estimated cost of \$10,000.00.

**TITLE I NONPUBLIC PROFESSIONAL DEVELOPMENT CONSORTIUM:**

Approval was given to enter into an agreement with IU8 school districts who choose to participate in a consortium to provide professional development for the schools of the Altoona-Johnstown Diocese through Title I funding. This consortium will be in effect during the 2010-2011 school year.

**DISCOVERY EDUCATION CONTRACT:**

Approval was given to manage the Discovery Education discoverystreaming contract for IU 8 districts in school year 2010-2011. Participating districts will pay the cost of approximately \$35,000.00.

**iOBSERVATION CONSORTIUM**

Approval was given to facilitate the iObservation Consortium to offer Act 45 (PIL-approved) professional development to participating school districts from August 2010 to June 2011.

**GRADUATION CEREMONIES-2010:**

**A.** The graduation ceremony for the Life Skills Support and Multi-Disabilities Support classes in Cambria County will be held on Friday, May 28, 2010, at the Young People’s Community Center (YPCC) in Ebensburg. It is anticipated that there will be approximately 200 people in attendance. Approval was given for IU 8 to cover the cost of the graduation reception and hall rental in the approximate amount of \$1,000.00.

**B.** The graduation ceremony/business recognition for the Life Skills Support class at the Blair County STAIRS Program will be held on Thursday, June 3, 2010, at the Ramada Inn, Altoona. Approximately 30 people will be in attendance. Approval was given for IU 8 to cover the cost of the luncheon and awards in the approximate amount of \$600.00.

**C.** The combined graduation ceremony for the Life Skills Support and Multi-Disabilities Support classes in Blair County will be held on Monday, June 7, 2010, at the IU8 Ed-Tech office in Duncansville. Approximately 60 people will be in attendance. Approval was given for IU 8 to cover the cost of the luncheon and awards in the approximate amount of \$800.00.

**PENNSYLVANIA CORRECTIONAL EDUCATION CONFERENCE:**

Approval was given for the following CSTU staff members to attend the Pennsylvania Correctional Educational Conference. The 2010 conference will be held at the Blair County Convention Center in Altoona on April 14-16, 2010. The approximate costs range from \$60.50 to \$120.50 for registration and travel.

<u>Name</u>	<u>Title</u>	<u>Approx. Cost</u>
Don Arotin	Principal	\$20.00
Matthew Hale	Teacher	80.00
Lance Hudak	Teacher	60.50
Scott Jugan	Teacher	120.50
Julie Kovach	Teacher	120.50
Dawn Mellott	Teacher	80.00
Monica Neri-Hamer	Teacher	80.00
Robert Packech	Teacher	80.00
Deirdra Romano	Teacher	120.50
Timothy Rough	Teacher	120.50
	<b>TOTAL</b>	<b>\$882.50</b>

**2010 PAIU SPRING CONFERENCE:**

Approval was given for the following administrators and staff to attend the 2010 PAIU Spring Conference to be held June 2-4, 2010 at the Penn Stater Conference Center, State College. The approximate cost per person will include registration, lodging, travel and meals.

<u>Name</u>	<u>Title</u>	<u>Approx. Cost</u>
Dr. Joseph Macharola	Executive Director	\$850.00
Dr. Barbara Uncapher	Director Educational Programs & Services	\$610.00
Judy Voytko	Director of Business Services	\$620.00
Jared Cronauer	Assistant Director of Business Services	\$600.00
Brian Myers	Director of Human Resources	\$500.00
Laura Toki	Curriculum Director	\$710.00
Carolyn Shipley	Assistant Curriculum Director	\$700.00
Janel Vancas	Instructional Services Supervisor	\$565.00
Brenda Calhoun	Educational Technology Specialist	\$575.00
Derek Jones	Technology Services Administrator	\$415.00
Paul Edwards	Technology Specialist	\$400.00
<b>TOTAL</b>		<b>\$6,545.00</b>

**2010 SPRING VISION CONFERENCE:**

The 2010 Penn-Del AER Spring Vision Conference for professionals serving children with visual impairments will be held in Grantville, PA April 21-23, 2010 at approximate costs ranging from \$420.00 to \$660.00 for registration, lodging, travel and meals. Approval was given for the following professionals to attend this conference:

<u>Name</u>	<u>Title</u>	<u>Approx. Cost</u>
Jeffrey D. Danel	Teacher of Visually Impaired	\$558.00
Mary Hershberger	Teacher of Visually Impaired	\$595.00
Beth LaVanish	Teacher of Visually Impaired	\$465.00
Pamela McCoy	Teacher of Visually Impaired	\$660.00
Marilyn J. Neal	Teacher of Visually Impaired	\$590.00
Melissa Redmond	Supervisor	\$420.00
<b>TOTAL</b>		<b>\$3,288.00</b>

**MARTI CONFERENCE:**

Approval was given for the following Guidance Counselors to attend the 2010 Mid-Atlantic Addiction Research and Training Institute Conference (MARTI) to be held July 12-16, 2010 at Indiana University of Pennsylvania. The approximate cost per person will include registration, travel and meals.

<u>Name</u>	<u>Approx. Cost</u>
Louise Beamer	\$635.00
Ann Brierton	\$500.00
Walt Clark	\$430.00
Emily Deemer	\$655.00
Barbara Gdula	\$520.00
Barbara Kotelnicki	\$385.00
Sarah Kupchella	\$470.00
Ann Marie Puto	\$500.00
Julie Rishel	\$655.00
<b>TOTAL</b>	<b>\$4,750.00</b>

**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: Board Policies.**

Roll call vote – yes – 8 – Mr. Thomas Bullington, Mr. Thomas Creehan, Mr. Chris Cronrath, Mr. Thomas Dadey, Ms. Margaret Hendricks, Mr. William Padamonsky, Mr. Edward Pruchnic and Mr. Michael Revak.

**BOARD POLICIES:**

**A. POLICY SECTION 300 – ADMINISTRATIVE EMPLOYEES:**

Approval was given for the first reading and preliminary approval of the revision to Board Policy Section 300, No. 335, Family and Medical Leaves. Policy included with Agenda.

**B. POLICY SECTION 400 – PROFESSIONAL EMPLOYEES:**

Approval was given for the first reading and preliminary approval of the revision to Board Policy Section 400, No. 435, Family and Medical Leaves. Policy included with Agenda.

**C. POLICY SECTION 500 – SUPPORT STAFF EMPLOYEES:**

Approval was given for the first reading and preliminary approval of the revision to Board Policy Section 500, No. 535, Family and Medical Leaves. Policy included with Agenda.

**AGENDA ITEMS APPROVED....On a motion by Ms. Hendricks, seconded by Mr. Pruchnic and carried by roll call vote, the following Agenda items were approved: Transportation, Proposed Working Calendar for School Year 2010-2011, Personnel, Resignations/Retirements, Leaves of Absence, Approval of Substitutes (Day-to-Day), Travel, Bills to be Paid and Other Business.**

Roll call vote – yes – 8 – Mr. Thomas Bullington, Mr. Thomas Creehan, Mr. Chris Cronrath, Mr. Thomas Dadey, Ms. Margaret Hendricks, Mr. William Padamonsky, Mr. Edward Pruchnic and Mr. Michael Revak.

**TRANSPORTATION:**

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

**Contractor:**

Judd, Sharon

**Driver:**

Smith, Beth

Tri County Transportation

Kralik, George

**PROPOSED WORKING CALENDAR FOR SCHOOL YEAR 2010-2011:**

Approval was given for adoption of the proposed 2010-2011 working calendar included with the agenda.

Note: This calendar observes Martin Luther King, Jr. day as a holiday which the IU did not previously observe. Therefore, all non-bargaining unit 12-month employees who are entitled to paid holidays will receive an additional paid holiday. Bargaining unit 12-month secretaries who receive paid holidays would also receive one more paid holiday provided an appropriate memorandum of understanding is approved by the Board and Association.

**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 FMLA DATES:**

1) Approval was given for Melanie Trybus, Teacher, to change her FMLA dates to March 1, 2010 through May 26, 2010.

**C. CHANGE IN EMPLOYMENT STATUS; TEMPORARY PROFESSIONAL TO PROFESSIONAL:**

Approval was given to issue a professional contract to the following temporary professional employee who has completed three years of satisfactory service: *CORIN BARNES*

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

**A. Professional: None**

**B. Support Staff – Aides:**

<b>Name</b>	<b>Position Location</b>	<b>Date Received</b>	<b>Effective Date of Service Termination</b>
Neta M. Knisely	Hourly Aide – MDS, Hyndman Middle/Senior High School	03/11/2010	Close of Business 06/02/2010 (Resignation)

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

**D. Support Staff – Other: None**



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

**A. Professional:**

<b>Name</b>	<b>Type of Leave</b>	<b>From ---- Through</b>	<b>Pay</b>
Walter L. Clark (Guidance Counselor)	Unpaid	02/22/2010	Without
Heather J. Rhine (Teacher)	Unpaid	02/22/2010 (1/2 Day)	Without
Ann E. Brierton (Guidance Counselor)	FMLA	03/29/2010 through 04/09/2010	Without
April M. Dull (Teacher)	FMLA	04/01/2010 through 06/02/2010	Without

**B. Support Staff – Aides: None**

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

**D. Support Staff – Other: None**

**APPROVAL OF SUBSTITUTES (DAY-TO-DAY):**

**A. Professional:**

<b>Name</b>	<b>College Graduate</b>	<b>Certification Held</b>
Tara L. Blocher*	Yes	Various Areas
Leslee M. Clark*	Yes	Various Areas
Joel D. Holsopple*	Yes	Various Areas
Lisa A. Koontz*	Yes	Various Areas
Sharon W. McNamara*	Yes	Various Areas

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

**B. Support Staff – Aides:**

<b>Name</b>	<b>Name</b>	<b>Name</b>	<b>Name</b>	<b>Name</b>
Jane E. Helmers	Mary H. Kenner			

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

**D. Support Staff – Other: None**

**TRAVEL:**

A. Approval was given of 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>
<b><u>EDUCATIONAL PROGRAMS &amp; SERVICES BUDGET:</u></b>							
David Eardley School Psychologist	Lancaster	05/12/10 05/14/10	Autism & Asperger Syndrome	No	3	No	\$693.00
Denise McDonald Teacher	Mars	04/21/10 04/24/10	Gifted Educ. Conference	No	2	No	\$868.00
Christine Lewis Educational Consultant	Hershey	06/14/10	RTII in PA	No	3	No	\$232.00

***Educational Programs & Services Budget Total \$1,793.00***

**TITLE I GRANT BUDGET:**

Carolyn Shipley Asst. Curriculum Director	Eugene, OR	07/11/10 07/16/10	DIBELS	No	5	Yes	\$3,100.00
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***Title I Grant Total \$3,100.00***

**SUMMARY OF TRAVEL:**

<b>EDUCATIONAL PROGRAMS &amp; SERVICES BUDGET TOTAL</b>	<b>\$1,793.00</b>
<b>TITLE I GRANT TOTAL</b>	<b>\$3,100.00</b>
<b>GRAND TOTAL</b>	<b>\$4,893.00</b>

**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 31. LEAVES OF ABSENCE:****A. Professional:**

Approval was given to change the type of leave for Walter L. Clark to FMLA beginning 02/22/2010 through the exhaustion of FMLA (intermittent).

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

Dr. Macharola shared the Governor's proposed budget with the Board. There is a \$354 million increase this year in education funding; also, this is the last year of stimulus monies in the budget.

Dr. Macharola also discussed several legislative issues and additionally addressed important items such as the pension hike, Race to the Top and teacher certification fees.

The new IU8 brochure, illustrating a distinct focus on children, was distributed to the Board. Dr. Macharola shared the positive comments by several superintendents of the new look and concept of the colorful brochure. Ms. Hendricks recommended that a brief description of the IU be added in future brochures.

**FUTURE MEETINGS.....**The next Committee/Board Meeting is scheduled for April 22, 2010, 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 6:38 p.m. on a motion by Mr. Dadey, seconded by Mr. Revak and carried by unanimous voice vote.

Respectfully submitted,

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Judith Voytko, Board Secretary

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B. Wayne Lohr, Board President