

**APPALACHIA INTERMEDIATE UNIT 8
BOARD OF SCHOOL DIRECTORS
ALTOONA, PENNSYLVANIA
APRIL 24, 2014
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, April 24, 2014, 6:55 p.m. Mr. Thomas Bullington, Board Vice President, led the group in the flag salute and moment of silence.

ROLL CALL: The meeting was called to order by the Board Vice President, Mr. Thomas Bullington, with the following additional board members present: Ms. Amy Acker-Knisely, Dr. Kamal Gella, Ms. Kathy Hough, Mr. John Klingeman, Ms. Carrie Mourey, Mr. Keith Perl, Mr. Marion Pheasant and Mr. Michael Revak – 9 – present. Absent – 4 – Mr. Thomas Dadey, Mr. Norman Huff, Mr. B. Wayne Lohr and Mr. Wayne Meekins.

OTHERS ATTENDING: Others in attendance were: Dr. Thomas Butler – Executive Director, Ms. Jennifer Anderson, Mr. Derek Jones, Mr. Brian Myers, Mr. Karl Olschesky, Ms. Laura Toki, Ms. Janel Vancas, Ms. Sue Wolf, Ms. Amy Woomer, and Ms. Valerie Wyper – 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 UPDATE:

Dr. Butler briefly reviewed a draft copy of the IU8 Planning by Design; a final report will be presented at the May Board Meeting.

Dr. Butler stated all Resolutions/Ballots have been received from districts and the IU8 2014-2015 GOB has been approved.

EXECUTIVE SESSION:

An Executive Session was held during the Committee Meeting, April 24, 2014, Altoona Office Board Room, from 6:01 p.m. to 6:36 p.m. to discuss personnel issues.

ADDITIONS, DELETIONS OR CORRECTIONS TO WRITTEN AGENDA OF APRIL 24, 2014: On a motion by Dr. Gella and seconded by Mr. Klingeman and carried by unanimous voice vote, the written Agenda, as well as the supplemental were approved.

MINUTES: A correction was made to page #4 (Sanctioncheck Sanction Screening Agreement) the agreement was with Precheck not Sanctioncheck as listed; on a motion by Dr. Gella and seconded by Mr. Klingeman and carried by unanimous voice vote, the minutes of the March 27, 2014 regular meeting, numbered pages 1-13, which were previously distributed to each member, were approved as amended.

AGENDA ITEMS APPROVED....On a motion by Mr. Perl, seconded by Ms. Mourey and carried by roll call vote, the following Agenda items were approved – Treasurer’s Report, Listing of Bills, Bills to be Paid, IU8 Administrative Summary and Program Budget, Dental Self Insurance Rates for 2013-2014, Postage Meter Lease, Copier Replacement and Lease Approval, and Additional Drivers:

Roll call vote – yes – 9 – Ms. Amy Acker-Knisely, Mr. Thomas Bullington, Dr. Kamal Gella, Ms. Kathy Hough, Mr. John Klingeman, Ms. Carrie Mourey, Mr. Keith Perl, Mr. Marion Pheasant, and Mr. Michael Revak.

A. TREASURER’S REPORTS: The Treasurer’s Report, including Payroll Checking, General Checking and Online Registration Accounts as submitted on blue colored pages for March 2014, included in the April 24, 2014 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 03/01/14 to 03/31/14 as listed on gold summary pages, General Checking Account from 03/21/14 to 04/11/14, as listed on gold summary pages and Online Registration Account from 03/01/14 to 03/31/14 as listed on gold summary pages, which were included in the April 24, 2014 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 March 2014 was filed with the Supplemental to Official Minutes for final audit.

2. Budget Summary Report – The detailed fiscal report, pages 1-54, General Fund, Special Revenue Funds, Capital Projects Fund, Enterprise Funds and Internal Service Funds for March 2014 was presented to the Board for final review and filed with the Supplemental to Official Minutes for final audit.

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.

IU8 ADMINISTRATIVE SUMMARY AND PROGRAM BUDGET:

Approval was given for submission of the comprehensive Administrative Summary and Program Budget (PDE-2054) to the Commonwealth in the amount of \$25,580,223.00 for the fiscal year 2014-2015. This submission includes the General Fund Budget previously approved by the IU8 Board of Directors and constituent districts as well as estimates of all other budgets that are designated as General Fund programs.

DENTAL SELF INSURANCE RATES FOR 2013-2014:

Approval was given for the monthly premium equivalent rate recommended by School Claims Service for 2014-2015. The proposed rate is \$42.93 per composite unit per month which is a decrease of \$19.89 per month. The monthly administrative fee is \$3.35 per employee and is included in the monthly premium amount.

POSTAGE METER LEASE

Approval was given to replace and lease a postage meter from FP Mailing Solutions at a cost of \$42.00 per month. This replaces a lease that has expired.

COPIER REPLACEMENT AND LEASE APPROVAL:

Approval was given to replace and lease seven (7) new copiers at a monthly cost of \$889.17 for a term of sixty (60) months. Additional costs for maintenance and supplies are \$.007 per black and white page and \$.055 per color page.

ADDITIONAL DRIVERS:

Approval of the following additional contracted transportation drivers was given for the 2013-14 school year.

Contractor:

Maxwell Trans Inc.

Miller Motor Co.

Driver:

Montgomery, Chasity

Schofield, Gary

AGENDA ITEMS APPROVED....On a motion by Ms. Acker-Knisely, seconded by Ms. Hough and carried by roll call vote, the following Agenda items were approved – Educational Programs and Services, Special Education Plan Revisions, Door System Upgrade, and Personnel (C & D):

Roll call vote – yes – 9 – Ms. Amy Acker-Knisely, Mr. Thomas Bullington, Dr. Kamal Gella, Ms. Kathy Hough, Mr. John Klingeman, Ms. Carrie Mourey, Mr. Keith Perl, Mr. Marion Pheasant, and Mr. Michael Revak.

EDUCATIONAL PROGRAMS & SERVICES**EDUCATIONAL PROGRAMS AND SERVICES:**

Approval was given to authorize staff to submit the Intermediate Unit's Assurance for the Operation of Special Education Services and Programs/Quality Space for the school year 2014-2015.

EDUCATIONAL PROGRAMS AND SERVICES continued:

IU8 maintains a Special Education Plan, which outlines all programs and services operated by the Intermediate Unit for students with special needs in the 35 member school districts. Throughout the year, IU8 School Board of Directors are asked to approve amendments to that plan as programs are added, deleted or relocated. Annually, Intermediate Units are required to submit to the Pennsylvania Department of Education an Assurance for the Operation of Special Education Services and Programs/Quality Space. That document assures that the IU will provide a full range of services and programs sufficient to meet the needs of students with disabilities within the Intermediate Unit, that classroom space is comparable to that provided to students without disabilities, and that no class will be moved without written approval from PDE.

SPECIAL EDUCATION PLAN REVISIONS:

Approval was given to revise the 2014-2015 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 list of revisions is as follows:

DELETIONS 2014-2015:

- 1) FTE of a Life Skills Support position (*transfer of entity*) at Spring Cove School District. Employee affected: Rosalyn Sollenberger – Seniority date: 02/01/2000.
- 2) FTE of a Life Skills Support position (transfer of entity) at Spring Cove School District. Employee affected: Corin Barnes – Seniority date: 08/13/2003.
- 3) FTE of a Life Skills Support position (transfer of entity) at Spring Cove School District. Employee affected: Daniel Crum – Seniority date: 08/11/1995.
- 4) FTE of a Speech Language Support position (transfer of entity) at Blacklick Valley School District. Employee affected: Amy Miller – Seniority date: 11/04/1985.
- 5) .35 FTE of a School Social Worker position at Blacklick Valley School District.

INFORMATION TECHNOLOGY**DOOR SYSTEM UPGRADE:**

Approval was given to purchase a door system upgrade from Eltech Security Systems at an approximate cost of \$5,300.00.

EXECUTIVE OFFICE**IU8 GENERAL FUND OPERATING BUDGET AND BALLOT RESULTS – *For Information Only:*****A. 2014-2015 IU8 GENERAL FUND OPERATING BUDGET REPORT:**

The report on proportionate votes by individual school board members regarding the IU8 General Fund Operating Budget for 2014-2015 in the amount of \$5,018,895.58 is as follows:

IU8 GENERAL FUND OPERATING BUDGET AND BALLOT RESULTS – For Information Only continued:

A. 2014-2015 IU8 GENERAL FUND OPERATING BUDGET REPORT continued:

School Districts reporting 34 Proportionate Yes Votes 574
 School Districts approving 31 Proportionate No Votes 29
 School Districts not approving 3

There are 693 proportionate total weighted votes for the 35 school districts in IU8. 347 proportionate yes votes are needed for passage of the IU8 General Fund Operating Budget.

B. BALLOT RESULTS:

<u>REGION</u>	<u>NOMINEES/DISTRICT</u>	<u>PROPORTIONATE</u>	
		<u>YES VOTES</u>	<u>TERM</u>
I	Christopher McCartney, Bellwood-Antis	490	2014-2017
IV	John Klingeman, Altoona Area	493	2014-2017
VII	Francis Truscello, Sr., Conemaugh Valley	489	2014-2017
IX	Dr. Thomas Woods, Central Cambria	496	2014-2017

*All above nominees **have been elected** to serve on the IU8 Board, with new terms beginning July 1, 2014.*

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. TEACHER INDUCTION PROGRAM – For Information Only:

The following employee has successfully completed the teacher induction program:
 SAMANTHA MILLER

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:
 PAMELA MCCOY

D. SPECIAL PROJECTS COORDINATOR JOB DESCRIPTION:

Approval was given for the Special Projects Coordinator job description as presented (gray attachment).

RESIGNATIONS/RETIREMENTS:

A. Professional: None

B. Support Staff – Aides: None

C. Support Staff – Secretaries: None

D. Support Staff – Other: None

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 – Leaves of Absence (A & C), Day-to-Day Substitutes, and Travel:

Roll call vote – yes – 9 – Ms. Amy Acker-Knisely, Mr. Thomas Bullington, Dr. Kamal Gella, Ms. Kathy Hough, Mr. John Klingeman, Ms. Carrie Mourey, Mr. Keith Perl, Mr. Marion Pheasant, and Mr. Michael Revak.

LEAVES OF ABSENCE:

A. Professional:

Name	Type of Leave	From --- Through	Pay
Laura R. Miltenberger (Teacher)	Military	05/15-16/2014	Without

B. Support Staff – Aides: None

C. Support Staff – Secretaries:

Name	Type of Leave	From --- Through	Pay
Rhonda D. Branick	FMLA	To be determined.	Without

D. Support Staff – Other: None

RECOMMENDED TO BE HIRED:

A. Professional: None

B. Support Staff – Aides: None

C. Support Staff – Secretaries: None

D. Support Staff – Other: None

APPROVAL OF SUBSTITUTES (DAY-TO-DAY):

A. Professional:

Name	College Graduate	Certification Held
Courtney A. Duffey*	Yes	Various Areas

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

B. Support Staff – Aides: None

C. Support Staff – Secretaries: None

D. Support Staff – Other: None

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>AMERICORPS:</u>							
Carol Overly Program Manager	Washington D.C.	04/27/14 04/29/14	National School Improvement Symposium	No	2	No	\$1,027.20
							<i>AmeriCorps Budget Total \$1,027.20</i>
<u>BUSINESS OFFICE:</u>							
Patricia Motchenbaugh Transportation Coordinator	Grantville	06/17/14 06/20/14	Pupil Transportation Annual Conf.	No	4	No	\$771.32
							<i>Business Office Budget Total \$771.32</i>
<u>EDUCATIONAL PROGRAMS & SERVICES:</u>							
Linda Breen Transition/Emotional Support	State College	07/24/14 07/26/14	Making Transition Conference	No	2	No	\$512.68
							<i>Educational Programs & Services Budget Total \$512.68</i>
<u>SUMMARY OF TRAVEL:</u>							
AmeriCorps Budget Total				\$1,027.20			
Business Office Budget Total				\$771.32			
Educational Programs & Services Budget Total				<u>\$512.68</u>			
GRAND TOTAL				\$2,311.20			

OTHER BUSINESS:

A. ITEM #19 – PAGE 4 – IU8 GENERAL FUND OPERATING BUDGET AND BALLOT RESULTS – *For Information Only:*

A. 2014-2015 IU8 GENERAL FUND OPERATING BUDGET REPORT:

The report on proportionate votes by individual school board members regarding the IU8 General Fund Operating Budget for 2014-2015 in the amount of \$5,018,895.58 is as follows:

School Districts reporting 35 Proportionate Yes Votes 583
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There are 693 proportionate total weighted votes for the 35 school districts in IU8. 347 proportionate yes votes are needed for passage of the IU8 General Fund Operating Budget.

B. BALLOT RESULTS:

<u>REGION</u>	<u>NOMINEES/DISTRICT</u>	<u>PROPORTIONATE YES VOTES</u>	<u>TERM</u>
I	Christopher McCartney, <i>Bellwood-Antis</i>	549	2014-2017
IV	John Klingeman, <i>Altoona Area</i>	552	2014-2017
VII	Francis Truscello, Sr., <i>Conemaugh Valley</i>	550	2014-2017
IX	Dr. Thomas Woods, <i>Central Cambria</i>	567	2014-2017

*All above nominees **have been elected** to serve on the IU8 Board, with new terms beginning July 1, 2014.*

AGENDA ITEM NOT APPROVED....On a motion by Mr. Klingeman, seconded by Mr. Pheasant and carried by roll call vote, the following Agenda item was not approved – Other Business (B-Leaves of Absence):

Roll call vote – no – 9 – Ms. Amy Acker-Knisely, Mr. Thomas Bullington, Dr. Kamal Gella, Ms. Kathy Hough, Mr. John Klingeman, Ms. Carrie Mourey, Mr. Keith Perl, Mr. Marion Pheasant, and Mr. Michael Revak.

B. ITEM #22 A – PAGE 7 – LEAVES OF ABSENCE:

A. Professional:

<u>Name</u>	<u>Type of Leave</u>	<u>From</u>	<u>--</u>	<u>Through</u>	<u>Pay</u>
Barbara J. Ramirez (Teacher)	Personal Illness or Disability	12/09/2013 (½ Day)		through 12/10/2013	Without
Barbara J. Ramirez (Teacher)	Personal Illness or Disability	12/12, 16/2013		01/07, 27/2014 03/04 (½ Day), 28/2014	Without

FUTURE MEETINGS.....The next Committee/Board Meeting is scheduled for **Thursday, May 22, 2014**, 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 7:00 p.m. on a motion by Mr. Klingeman, seconded by Ms. Hough and carried by unanimous voice vote.

Respectfully submitted,

Brian Myers, Board Secretary

Thomas Bullington
Board Vice President

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