

**APPALACHIA INTERMEDIATE UNIT 8
BOARD OF SCHOOL DIRECTORS
ALTOONA, PENNSYLVANIA
DECEMBER 11, 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, December 11, 2014, 7:24 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: Ms. Amy Acker-Knisely, Mr. Thomas Bullington, Dr. Kamal Gella, Mr. John Klingeman, Ms. Carrie Mourey, Mr. Keith Perl, Mr. Marion Pheasant, Mr. Michael Revak, and Mr. Francis Truscello, Sr., – 10 – present. Absent – 3 – Mr. Thomas Dadey, Mr. Chris McCartney and Dr. Thomas Woods.

OTHERS ATTENDING: Others in attendance were: Dr. Thomas Butler – Executive Director, 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, and Dr. Shawn Kovac were present. The press was not in attendance.

EXECUTIVE DIRECTOR'S UPDATE:

Dr. Butler and Janel Vancas presented a PowerPoint on “Ready Rosie” and discussed a partnership with the United Way.

Dr. Butler and Derek Jones presented an update on the WAN/PAIUNet.

Dr. Butler advised the Board that the GOB Committee met on November 20, 2014. The Committee unanimously passed the 2015-2016 Budget.

EXECUTIVE SESSION:

An Executive Session was held during the Committee Meeting, December 11, 2014, Altoona Office Board Room, from 6:43 p.m. to 6:58 p.m. to discuss negotiations and personnel issues. A negotiations committee was formed with the following Board Members: Mr. Bullington, Mr. Klingeman, Mr. Lohr, Mr. Pheasant, and Mr. Truscello.

ADDITIONS, DELETIONS OR CORRECTIONS TO WRITTEN AGENDA OF DECEMBER 11, 2014: On a motion by Mr. Klingeman and seconded by Mr. Pheasant and carried by unanimous voice vote, the written Agenda, as well as the supplemental were approved.

MINUTES: On a motion by Mr. Truscello and seconded by Ms. Mourey and carried by unanimous voice vote, the minutes of the October 23, 2014 regular meeting, numbered pages 1-12, which were previously distributed to each member, were approved.

AGENDA ITEM APPROVED....On a motion by Dr. Gella, seconded by Mr. Pheasant and carried by roll call vote, the following Agenda item was approved – Treasurer’s Reports:

Roll call vote – yes – 10 – Ms. Amy Acker-Knisely, Mr. Thomas Bullington, Dr. Kamal Gella, Mr. John Klingeman, Mr. B. Wayne Lohr, Ms. Carrie Mourey, Mr. Keith Perl, Mr. Marion Pheasant, Mr. Michael Revak, and Mr. Francis Truscello, Sr.

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 2014, included in the December 11, 2014 Agenda, were presented and approved subject to audit. Reports were included in the Supplemental to Official Minutes.

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

Roll call vote – yes – 10 – Ms. Amy Acker-Knisely, Mr. Thomas Bullington, Dr. Kamal Gella, Mr. John Klingeman, Mr. B. Wayne Lohr, Ms. Carrie Mourey, Mr. Keith Perl, Mr. Marion Pheasant, Mr. Michael Revak, and Mr. Francis Truscello, Sr.

B. LISTING OF BILLS: Approval was given for payment of the listing of bills as follows: Payroll Checking Account – from 10/01/14 to 10/31/14 as listed on gold summary pages, General Checking Account from 10/13/14 to 11/28/14, as listed on gold summary pages and Online Registration Account from 10/01/14 to 10/31/14 as listed on gold summary pages, which were included in the December 11, 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:

- A.** Investments – The report to the Board on the securities presently held and the record of investments for October 2014 was filed with the Supplemental to Official Minutes for final audit.
- B.** Budget Summary Report – The detailed fiscal report, pages 1-56, General Fund, Special Revenue Funds, Capital Projects Fund, Enterprise Funds and Internal Service Funds for October 2014 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 Mr. Perl, seconded by Dr. Gella and carried by roll call vote, the following Agenda items were approved – Bills to be Paid, Postage Meter, Copiers, Petty Cash Accounts, AmeriCorps, Additional Drivers, Contractor Rate, Equipment Disposal and Planetarium Grant Proposal:

Roll call vote – yes – 10 – Ms. Amy Acker-Knisely, Mr. Thomas Bullington, Dr. Kamal Gella, Mr. John Klingeman, Mr. B. Wayne Lohr, Ms. Carrie Mourey, Mr. Keith Perl, Mr. Marion Pheasant, Mr. Michael Revak, and Mr. Francis Truscello, Sr.

BUSINESS

GENERAL OPERATING BUDGET – *For Information Only:*

The Administration presented preliminary budget information for the General Operating Budget for fiscal year 2015-2016.

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.

POSTAGE METER:

Approval was given to replace the postage meter at the Educational Development Center with a lease that includes maintenance and updates from Alternative Business Equipment at an annual cost of \$312.00 a year.

COPIERS:

- A.** Approval was given to purchase a Sharp MX-M365N Black & White Printer/Scanner/Copier for AYS classrooms at a cost of \$4,818.00 with a click charge of \$.007/page.
- B.** Approval was given to purchase a Sharp MX-M4141N Color Copier/Printer/Scanner for the Park Street office at a cost of \$6,342.00 with a black & white click charge of \$.007/page and color click charge of \$.055/page.

PETTY CASH ACCOUNTS:

- A.** Approval was given to close out the autistic support petty cash account of Deborah Baker and establish a new account for Suzie St. Clair as custodian.
- B.** Approval was given to change the custodian of the CBI (TBA) petty cash account to Christopher DeGol.
- C.** Approval was given to establish a preschool petty cash account for Amanda Magulick's classroom; Susan Phillips is the custodian.

AMERICORPS:

Approval was given to continue with the AmeriCorps program grant process for the 2015-2016 year. The grant would request federal funds of approximately \$1 million for the grant year.

ADDITIONAL DRIVERS:

Approval was given for the additional contracted transportation drivers for the 2014-2015 school year.

Contractor:	Driver:
Maxwell Trans Inc.	Andrews, Douglas Baker, Beverly
Maxwell Transit Systems	Stoner, Thomas
Ribblett Corp.	Rheel, Joann

CONTRACTOR RATE:

Approval was given for the following contractor rate for the 2014-2015 school year.

Contractor	Modified Quotation Rate	Vehicle Type
Perigo, Rose	12.00/hr. extra time	Van

EQUIPMENT DISPOSAL:

Approval was given to dispose of the following equipment having an original purchase cost of over \$1,500.00 per item. These items are obsolete/unrepairable.

Item	Tag #	Cost	Year Purchased
Projector	4688	\$2,195.00	2002
Projector	5504	\$2,169.00	2003
Scanner System	5515	\$7,200.00	2002
Laptop – Dell	6034	\$1,641.00	2005

CURRICULUM**PLANETARIUM GRANT PROPOSAL:**

Approval was given to apply, in partnership with the Forest Hills School District, for a Richard King Mellon Foundation grant in the amount of approximately \$350,000.00 to create the Laurel Highlands Planetarium Program during the 2014-2015 and 2015-2016 school years, which will include the modernization of planetarium equipment at the Forest Hills Elementary School. The planetarium will support: 1) learning and career STEM opportunities for students, parents, and communities within the IU8 region, 2) professional learning opportunities for educators, and 3) professional learning for undergraduate and preservice students from local institutions of higher education.

AGENDA ITEMS APPROVED....On a motion by Mr. Perl, seconded by Dr. Gella and carried by roll call vote, the following Agenda items were approved – Personnel (C & D), Resignations/Retirements, Leaves of Absence, Recommended to be Hired, Approval of Day-to-Day Substitutes, Travel, Other Business (A, B, & C) and Dr. Patrick Crawford Agreement:

Roll call vote – yes – 10 – Ms. Amy Acker-Knisely, Mr. Thomas Bullington, Dr. Kamal Gella, Mr. John Klingeman, Mr. B. Wayne Lohr, Ms. Carrie Mourey, Mr. Keith Perl, Mr. Marion Pheasant, Mr. Michael Revak, and Mr. Francis Truscello, Sr.

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 employees have successfully completed the teacher induction program: *JENNIFER HAGEN – BRANDY HARPSTER*

C. AESOP:

Approval was given to enter into a two year agreement with Aesop Substitute Placement & Absence Management System. The subscription cost will be determined by the actual number of employees requiring substitute placement, but is not to exceed \$7,000.00 per year for a two year subscription.

D. ADDITIONAL HOURS:

Approval was given for Karen Betker and Samantha Holt (Paraeducators) to work two (2) additional hours on November 6, 2014, in order to provide assistance to students while parents attend an IU8-sponsored Professional Learning Community session in Somerset.

RESIGNATIONS/RETIREMENTS:**A. Professional:**

Name	Position Location	Date Received	Effective Date of Service Termination
Timothy D. Rough	Teacher – Health & Phys. Ed. CSTU	10/29/2014	Close of Business 10/29/2014 (Resignation)
Laura R. Miltenberger	Teacher – PHP Children’s Aid Home, Somerset	12/01/2014	12/11/2014 (Resignation)
Brian R. Myers	Chief Operations Officer Altoona Office	11/17/2014	Close of Business 06/30/2015 (Resignation)

B. Support Staff – Aides:

Name	Position Location	Date Received	Effective Date of Service Termination
Gloria J. Ginter	Hourly Aide – LSS Central High School	10/27/2014	Close of Business 10/27/2014 (Resignation)
Deanna R. Sherry	Aide – MDS Cambria Heights Elementary	11/25/2014 (Verbal) 12/02/2014 (Written)	Close of Business 12/12/2014 (Resignation)

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

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

Name	Type of Leave	From --- Through	Pay
Courtney A. Getty (Teacher)	Unpaid	11/07/2014 through exhaustion of 60 days (intermittent)	Without
Stacy L. Weir (Teacher)	Unpaid	01/22/2015 through 03/26/2015	Without
Deanna L. Bassett (Teacher)	Unpaid	02/25/2015 through 05/26/2015	Without

B. Support Staff – Aides:

Name	Type of Leave	From --- Through	Pay
Amy J. Rapczak	Unpaid (Extension)	11/03/2014 until further notice.	Without
Cathy A. DeLattre	Unpaid	11/13/2014 until further notice.	Without

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

RECOMMENDED TO BE HIRED:

A. Professional:

Name	Cert & College	Position Created by Exceptionality & Location	Step & Amount on Salary Schedule	Date Employment Begins	Date Employment Ends
David R. Smith	Health & Phys. Ed. PK-12 Penn State	Resignation of Timothy Rough, Teacher – Health & Phys. Ed., CSTU	\$40,433.00 (Prorated)	11/19/2014	
Tisha N. Hockey	Special Education N-12 The George Washington University, Washington, DC	Continuation of Program, Long-Term Sub. Teacher – MDS, Defiance Elementary	\$40,433.00 (Prorated)	Beginning of 2 nd Semester of 2014/2015 School Year	End of 2 nd Semester of 2014/2015 School Year

B. Support Staff – Aides:

Name	Cert & College	Position Created by Exceptionality & Location	Step & Amount on Salary Schedule	Date Employment Begins	Date Employment Ends
Rowena K. Claycomb	N/A	Resignation of Neta Knisely, Aide – MDS, Everett High School	\$10.05/hr., Max. of 30 hrs/wk, Regular Part-Time	11/24/2014	End of 2014/2015 School Year

C. Support Staff – Secretaries: None

D. Support Staff – Other: None

APPROVAL OF SUBSTITUTES (DAY-TO-DAY):

A. Professional:

Name	College Graduate	Certification Held
Geneka A. Hollis	Yes	Hearing Impaired N-12 (Emergency - Pending)

***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
Christina M. Kaltenbaugh	Loretta L. Weyant			

C. Support Staff – Secretaries: None

D. Support Staff – Other: None

TRAVEL Approval was given for 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>
<u>CURRICULUM:</u>							
Amanda Winfield Instructional Designer	Enola	12/14/14 12/15/14	iPad Summit	No	2	No	\$445.91
							Curriculum Budget Total \$445.91
<u>EDUCATION PROGRAMS & SERVICES:</u>							
Barb Cassel Supervisor	Hershey	02/04/15 02/05/15	Transition Conf.	Yes	2	No	\$557.00
Erica Kaurudar Educational Consultant	Hanover, MD	01/20/15 01/23/15	CPI Instructor Certification	Yes	4	No	\$3,320.00
Erica Kaurudar Educational Consultant	Orlando, FL	02/17/15 02/20/15	National Assoc. of School Psychologists	Yes	4	No	\$1,604.00
Jason Wasovich Supervisor	Hanover, MD	01/20/15 01/23/15	CPI Instructor Certification	Yes	4	No	\$3,320.00
							Education Programs & Services Budget Total \$8,801.00
<u>FACILITIES SERVICES:</u>							
Dave Stultz Facilities Manager	Hershey	03/10/15 03/13/15	PASBO Conf.	No	4	No	\$1,084.81
							Facilities Services Budget Total \$1,084.81
<u>SUMMARY OF TRAVEL:</u>							
Curriculum Budget Total				\$445.91			
Education Programs & Services Budget Total				\$8,801.00			
Facilities Budget Total				\$1,084.81			
GRAND TOTAL				\$10,331.72			

OTHER BUSINESS:

A. ITEM 21. – PAGE 5 – RESIGNATIONS/RETIREMENTS:

D. Support Staff - Other:

<u>Name</u>	<u>Position</u> <u>Location</u>	<u>Date</u> <u>Received</u>	<u>Effective Date of</u> <u>Service Termination</u>
Julia R. Herbst	AmeriCorps Regional Coordinator, Park Street	12/09/2014	Close of Business 01/06/2015 (Resignation)

B. ITEM 22. – PAGE 6 – LEAVES OF ABSENCE:

Change in leave dates for Stacy L. Weir to 01/15/2015 through 03/20/2015.

C. ITEM 24. – PAGE 8 – APPROVAL OF SUBSTITUTES (DAY-TO-DAY):

A. Professional:

<u>Name</u>	<u>College Graduate</u>	<u>Certification Held</u>
Rebecca R. Blair*	Yes	Various Areas
Stacey A. Hrapchak*	Yes	Various Areas
Autumn M. Kirsch	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:

<u>Name</u>
Barbara A. Henzel

DR. PATRICK CRAWFORD AGREEMENT:

Approval was given to enter into an agreement with Dr. Patrick Crawford (Renegade Consulting Services, Inc.) in order to serve as a mentoring consultant for Amy Woomer. This agreement is from December 2014 to December 2015. The cost of this service is \$6,000.00 for the year.

FUTURE MEETINGS.....The next Committee/Board Meeting is scheduled for **Thursday, January 22, 2015**, 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 7:30 p.m. on a motion by Mr. Klingeman, seconded by Mr. Pheasant and carried by unanimous voice vote.

Respectfully submitted,

Brian Myers, Board Secretary

B. Wayne Lohr, Board President