

**APPALACHIA INTERMEDIATE UNIT 8
BOARD OF SCHOOL DIRECTORS
ALTOONA, PENNSYLVANIA
FEBRUARY 26, 2015
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, February 26, 2015, 6:48 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, Mr. Thomas Dadey, Mr. John Klingeman, Ms. Carrie Mourey, Mr. Marion Pheasant, Mr. Michael Revak, Mr. Francis Truscello, Sr., and Dr. Thomas Woods – 10 – present. Absent – 3 – Dr. Kamal Gella, Mr. Chris McCartney and Mr. Keith Perl.

OTHERS ATTENDING: Others in attendance were: Dr. Shawn Kovac – Assistant 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. Kovac shared with the Board an update of his visits to a number of IU8 school districts.

Janel Vancas distributed information regarding upcoming events (MCL Consortium on April 1st and Leadership Academy July 8-10th).

EXECUTIVE SESSION:

An Executive Session was held during the Committee Meeting, February 26, 2015, Altoona Office Board Room, from 6:02 p.m. to 6:26 p.m. to discuss personnel issues.

ADDITIONS, DELETIONS OR CORRECTIONS TO WRITTEN AGENDA OF FEBRUARY 26, 2015: 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. Klingeman and seconded by Ms. Mourey and carried by unanimous voice vote, the minutes of the January 22, 2015 regular meeting, numbered pages 1-14, which were previously distributed to each member, were approved with one change on page 4 – General Operating Budget – first sentence should be preliminary adoption not final.

AGENDA ITEM APPROVED....On a motion by Ms. Mourey, seconded by Ms. Acker-Knisely 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, Mr. Thomas Dadey, Mr. John Klingeman, Mr. B. Wayne Lohr, Ms. Carrie Mourey, Mr. Marion Pheasant, Mr. Michael Revak, Mr. Francis Truscello, Sr., and Dr. Thomas Woods.

A. TREASURER’S REPORTS: The Treasurer’s Report, including Payroll Checking, General Checking and Online Registration Accounts as submitted on blue colored pages for January 2015, included in the February 26, 2015 Agenda, were presented and approved subject to audit. Reports were included in the Supplemental to Official Minutes.

AGENDA ITEM APPROVED....On a motion by Mr. Klingeman, seconded by Ms. Acker-Knisely 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, Mr. Thomas Dadey, Mr. John Klingeman, Mr. B. Wayne Lohr, Ms. Carrie Mourey, Mr. Marion Pheasant, Mr. Michael Revak, Mr. Francis Truscello, Sr., and Dr. Thomas Woods.

B. LISTING OF BILLS: Approval was given for payment of the listing of bills as follows: Payroll Checking Account – from 01/01/15 to 01/31/15 as listed on gold summary pages, General Checking Account from 01/12/15 to 02/13/15, as listed on gold summary pages and Online Registration Account from 01/01/15 to 01/31/15 as listed on gold summary pages, which were included in the February 26, 2015 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 January 2015 was filed with the Supplemental to Official Minutes for final audit.

B. 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 2015 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. Mourey, seconded by Mr. Klingeman and carried by roll call vote, the following Agenda items were approved – Bills to be Paid, General Operating Budget, Depositories, Auditor Appointment, IU8 Paper Bid, Additional Driver, Online Registration System Renewal, and Agreements (A, B & C):

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

BUSINESS

COPIER REPLACEMENT – *For Information Only:*

The Administration presented information for the replacement of five Xerox copier/printers with leases expiring March 2015 through June 2015.

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.

GENERAL OPERATING BUDGET:

The Administration presented the General Fund Administrative Budget for 2015-2016 in the amount of \$5,179,321.41 for review and final adoption. Approval was given of this budget including approval for indirect and operational costs to be processed 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.

DEPOSITORIES:

Approval was given to authorize the following depositories for the 2015-2016 fiscal year: AmeriServ Financial Bank, First Commonwealth Bank, Pennsylvania Local Government Investment Trust (PLIGIT), Pennsylvania School District Liquid Asset Trust, M&T Bank, First National Bank, First Summit Bank, and PNC Bank.

AUDITOR APPOINTMENT:

Approval was given to appoint the accounting firm of Young, Oakes, Brown and Company as auditors for the IU for the fiscal years ending June 30, 2015, June 30, 2016, and June 30, 2017 pursuant to their engagement letter dated January 22, 2015. The fees for audit services will not exceed \$25,550.00 for 2014-2015, \$26,200.00 for 2015-2016, and \$26,900.00 for 2016-2017 which equate to increases of 0%, 3% and 3% respectively.

IU8 PAPER BID:

Approval was given to award the bids for duplicating paper to Contract Paper Group. The bid results were attached (white attachment).

ADDITIONAL DRIVER:

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

Contractor:

Maxwell Trans Inc.
Maxwell Transit Systems

Ribblett Corp.

Driver:

Claycomb, Pamela
Milliron, Robert
Rowles, George
Keyser, Louis
Percinsky, Jennifer

CURRICULUM**ONLINE REGISTRATION SYSTEM RENEWAL:**

Approval was given to renew a three-year contract for the IU8 online registration program, SolutionWhere, which manages event registrations and accepts electronic payment transactions. The cost will be \$6,765.00 per year and the contract time period is January 2015-December 2018.

EDUCATION PROGRAMS & SERVICES**AGREEMENTS:**

- A.** Approval was given to contract with EduPlanet21 to join the *Professional Learning Planner* at the cost not to exceed \$2,000.00 for 50 seats. This Pilot will include implementation planning and on-site training for Pilot participants.
- B.** Approval was given to contract with Saint Francis University Athletics Department to host the IU8 Great 8 Games on April 22, 2015, at a cost not to exceed \$1,000.00.
- C.** Approval was given to enter into a service provider agreement, whereby Appalachia Intermediate 8 will provide Educational Services to students attending the Cambria County Detention Home and Sheltered Care Facility, located within the boundaries of the Central Cambria School District.

AGENDA ITEMS APPROVED....On a motion by Mr. Revak, seconded by Ms. Acker-Knisely and carried by roll call vote, the following Agenda items were approved – Internet Filter Renewal, WAN/PAIUNet Agreements – Somerset Area School District, Leadership Academy, 2015 PAIU Spring Conference, 3M Cogent, Inc. Agreement, ReadyRosie Agreement, Personnel (C), Resignations/Retirements, Leaves of Absence, Recommended to be Hired, Day-to-Day Substitutes, and Travel:

Roll call vote – yes – 9 – Ms. Amy Acker-Knisely, Mr. Thomas Bullington, Mr. Thomas Dadey, Mr. B. Wayne Lohr, Ms. Carrie Mourey, Mr. Marion Pheasant, Mr. Michael Revak, Mr. Francis Truscello, Sr., and Dr. Thomas Woods.

Abstained: Mr. John Klingeman

INFORMATION TECHNOLOGY

INTERNET FILTER RENEWAL:

Approval was given to renew IU8’s iBoss Internet filter license and support subscription for three years at a cost not to exceed \$5,000.00.

WAN/PAIUNet AGREEMENTS – SOMERSET AREA SCHOOL DISTRICT:

Approval was given to enter into contracts with Somerset Area School District, which will be joining the IU8 Regional Wide Area Network and PAIUNet on July 1, 2015.

EXECUTIVE OFFICE

LEADERSHIP ACADEMY:

Approval was given to conduct the Region 6 (IUs 8, 10 & 11) Summer Leadership Academy at Toftrees Resort & Conference Center in State College on July 8-10, 2015. This year’s theme is “Discovering Your Why!” The total conference allocation is projected at \$75,000.00. Vendor sponsorships and participant registration fees will be used to cover the costs incurred.

2015 PAIU SPRING CONFERENCE:

Approval was given for the following administrators and staff to attend the 2015 PAIU Spring Conference to be held June 3-5, 2015 at Seven Springs Resort. The approximate cost per person will include registration, hotel fees and travel.

<u>Name</u>	<u>Title</u>	<u>Approx. Cost</u>
Jen Anderson	Assistant Director of EPS	\$745.20
Dr. Thomas Butler	Executive Director	\$745.20
Brenda Calhoun	Educational Technology Specialist	\$745.20
Derek Jones	Technology Services Administrator	\$745.20
Dr. Shawn Kovac	Assistant Executive Director	\$745.20
Brian Myers	Director of Human Resources	\$610.60
<i>Per Item #30A</i> { Karl Olschesky	Director of Business Services	\$745.20
Laura Toki	Curriculum Director	\$745.20
Janel Vancas	Admin of Innovation, Incubation & Dev.	\$745.20
Amanda Winfield	Instructional Designer	\$745.20
Amy Woomer	Director of EPS	\$745.20
Valerie Wyper	Assistant Director of Business Services	\$745.20
TOTAL		\$8,807.80 \$7,317.40

3M COGENT, INC. AGREEMENT:

Approval was given to enter into a service agreement with 3M Cogent, Inc. for \$9,990.00 for two mobile fingerprinting units.

READYROSIE AGREEMENT:

Approval was given to enter into a service agreement with ReadyRosie. IU8 will operate as the district administrator to support the schools districts in the implementation process and data analysis component.

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:
TAMARA PIERCE

C. INCREASE IN HOURS:

Approval was given to increase the hours of Christine Grant and Erin Kelley, two paraeducators, from 25 to 28 hours per week, beginning January 26, 2015, in order to support an increase in the number of preschool students entering the Gallitzin and Blacklick Valley Elementary classrooms.

RESIGNATIONS/RETIREMENTS:

A. Professional: None

B. Support Staff – Aides:

Name	Position Location	Date Received	Effective Date of Service Termination
Lucinda A. Rudnac	Hourly Aide – DD Greater Johnstown CTC	02/02/2015	Close of Business 04/28/2015 (Resignation)

C. Support Staff – Secretaries: None

D. Support Staff – Other: None

LEAVES OF ABSENCE:

A. Professional: None

B. Support Staff – Aides:

Name	Type of Leave	From --- Through	Pay
Constance L. Simmons	Unpaid	02/09/2015 through 03/06/2015	Without
Victoria Svencer	Unpaid	02/09/2015 through 04/06/2015	Without

C. Support Staff – Secretaries: None

D. Support Staff – Other: None

RECOMMENDED TO BE HIRED:

A. Professional: None

B. Support Staff – Aides:

Name	Cert & College	Position Created by Exceptionality & Location	Step & Amount on Salary Schedule	Date Employment Begins	Date Employment Ends
Barbara A. Henzel	N/A	Transfer of Lisa Jennings, Aide – DD, Admiral Peary AVTS	\$10.05/hr., Max. of 25 hrs/wk, Regular Part-Time	02/11/2015	
Christina M. Kaltenbaugh	N/A	Resignation of Tammy Lamer, Aide – DD, Johnstown City Center Head Start	\$10.05/hr., Max. of 25 hrs/wk, Regular Part-Time	02/23/2015	
Megan M. Salzer	N/A	Resignation of Ashley Pritts, Aide – DD, Johnstown City Center Head Start	\$10.05/hr., Max. of 25 hrs/wk, Regular Part-Time	02/23/2015	

C. Support Staff – Secretaries: None

D. Support Staff – Other: None

APPROVAL OF SUBSTITUTES (DAY-TO-DAY):

A. Professional:

Name	College Graduate	Certification Held
Edward Smith*	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 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>EXECUTIVE OFFICE:</u>							
Dr. Thomas Butler Executive Director	Reston, VA	03/18/15 03/19/15	Apple Education MCL Briefing	No	2	No	\$724.00
Dr. Shawn Kovac Asst. Executive Director	Reston, VA	03/18/15 03/19/15	Apple Education MCL Briefing	No	2	No	\$500.00
Dr. Shawn Kovac Asst. Executive Director	State College	04/23/15 04/24/15	PARSS Annual Conference	No	2	No	\$402.00
Janel Vancas Admin. of Innovation	Reston, VA	03/18/15 03/19/15	Apple Education MCL Briefing	No	2	No	\$500.00
<i>Executive Office Budget Total</i>							\$2,126.00

SUMMARY OF TRAVEL:

Executive Office Budget Total	<u>\$2,126.00</u>
GRAND TOTAL	<u>\$2,126.00</u>

AGENDA ITEMS APPROVED....On a motion by Mr. Klingeman, seconded by Ms. Acker-Knisely and carried by roll call vote, the following Agenda items were approved – Other Business (A, B, C & D), and Copier Replacement:

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

OTHER BUSINESS:

A. ITEM#22 – PAGE 4 -- 2015 PAIU SPRING CONFERENCE:

Remove Karl Olschesky and Amanda Winfield.

B. ITEM#30 – PAGE 10 -- TRAVEL:

Approval was given for Jeffrey Danel to attend the Penn Del AER Spring Vision Conference in Harrisburg on April 22-24, 2015 at an approximate cost of \$727.94 for registration, lodging, meals and travel.

C. ITEM#25 – PAGE 5 -- PERSONNEL:

D. ADDITIONAL HOURS:

Approval was given for the following Speech and Language Therapist to work additional hours for the completion of preschool screenings at the request of Westmont Hilltop School District. Screenings will be provided during the month of March that are outside of the normal work schedule at the agreed upon per diem rate as identified in the Service Provider Agreement with Westmont Hilltop School District.

Melanie Dudak 15 hours max (to be completed in the month of March)

D. ITEM#29 – PAGE 9 -- APPROVAL OF SUBSTITUTES (DAY-TO-DAY):

C. Support Staff - Secretaries: Deborah N. Werner

COPIER REPLACEMENT:

Approval was given to enter into a lease agreement for the purchase of five printer/copiers from WPS at a price of \$823.20 per month for sixty months. Click charges at \$.0065 for black and white and \$.044 for color.

AGENDA ITEM APPROVED....On a motion by Mr. Truscello, seconded by Ms. Acker-Knisely and carried by roll call vote, the following Agenda item was approved – Resolution:

Roll call vote – yes – 9 – Ms. Amy Acker-Knisely, Mr. Thomas Bullington, Mr. Thomas Dadey, Mr. John Klingeman, Mr. B. Wayne Lohr, Ms. Carrie Mourey, Mr. Marion Pheasant, Mr. Michael Revak, and Mr. Francis Truscello, Sr.

No – Dr. Thomas Woods.

RESOLUTION:

The Resolution Authorizing Amendment to Non-Bargaining Unit Compensation Plan as prepared by the solicitor and presented at the meeting and to be maintained with the records of this meeting was approved.

FUTURE MEETINGS.....The next Committee/Board Meeting is scheduled for **Thursday, March 26, 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 6:53 p.m. on a motion by Mr. Truscello, seconded by Ms. Mourey and carried by unanimous voice vote.

Respectfully submitted,

Karl Olschesky, Board Secretary

B. Wayne Lohr, Board President

sdw