

**APPALACHIA INTERMEDIATE UNIT 8  
BOARD OF SCHOOL DIRECTORS  
ALTOONA, PENNSYLVANIA  
JUNE 25, 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, June 25, 2015, 7:03 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: Mr. Thomas Bullington, Mr. Thomas Dadey, Dr. Kamal Gella, Mr. John Klingeman, Mr. Chris McCartney, Ms. Carrie Mourey, Mr. Keith Perl, Mr. Marion Pheasant, Mr. Michael Revak, Mr. Francis Truscello, Sr., and Dr. Thomas Woods. – 12 – present. Absent – 1 – Ms. Amy Acker-Knisely

**OTHERS ATTENDING:** Others in attendance were: Dr. Thomas Butler – Executive Director, Dr. Shawn Kovac – Assistant Executive Director, Ms. Jennifer Anderson, Mr. Derek Jones, Dr. Kara Madara, Mr. Karl Olschesky, 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 and Mr. Lohr presented departing Board Members (Dr. Gella, Mr. Pheasant and Mr. Revak) with a Certificate of Distinguished Service and thanked them for serving on the IU8 Board.

**ADDITIONS, DELETIONS OR CORRECTIONS TO WRITTEN AGENDA OF JUNE 25, 2015:** On a motion by Mr. Klingeman and seconded by Ms. Mourey 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 Mr. Klingeman and carried by unanimous voice vote, the minutes of the May 28, 2015 regular meeting, numbered pages 1-19, which were previously distributed to each member, were approved.

**EXECUTIVE SESSION:**

An Executive Session was held during the Committee Meeting, June 25, 2015, Altoona Office Board Room, from 6:02 p.m. to 6:38 p.m. to discuss negotiations and personnel issues.



**B. LISTING OF BILLS:** Approval was given for payment of the listing of bills as follows: Payroll Checking Account – from 05/01/15 to 05/31/15 as listed on gold summary pages, General Checking Account from 05/18/15 to 06/12/15, as listed on gold summary pages and Online Registration Account from 05/01/15 to 05/31/15 as listed on gold summary pages, which were included in the June 25, 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 May 2015 was filed with the Supplemental to Official Minutes for final audit.
- B.** Budget Summary Report – The detailed fiscal report, pages 1-49, General Fund, Special Revenue Funds, Capital Projects Fund, Enterprise Funds and Internal Service Funds for May 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 Dr. Gella, seconded by Ms. Mourey and carried by roll call vote, the following Agenda items were approved – Bills to be Paid, 2015-2016 Program Budgets, Stop Loss Insurance, Insurance Renewals, Fiscal Year-End Transfers, GASB 54 Fund Balance Commitment, Petty Cash Accounts, Subgrant Agreements, Lease Renewals, Purchasing Cooperatives, Volunteer and Contract Personnel Insurance Indemnification, 2014-2015 Pennsylvania Inspired Leadership (PIL) Program Budget Revision, 2015-2016 Pennsylvania Inspired Leadership (PIL), Transportation – Drivers/Aides 2015-2016, Equipment Items for Disposal, and Contractor Rates:**

Roll call vote – yes – 12 – Mr. Thomas Bullington, Mr. Thomas Dadey, Dr. Kamal Gella, Mr. John Klingeman, Mr. B. Wayne Lohr, Mr. Chris McCartney, Ms. Carrie Mourey, Mr. Keith Perl, Mr. Marion Pheasant, Mr. Michael Revak, Mr. Francis Truscello, Sr. and Dr. Thomas Woods.

## **BUSINESS**

**STATEMENT OF FINANCIAL INTERESTS – *For Information Only:***

Board Members and Directors were reminded that if they served on the Intermediate Unit Board at any time during the 2015 calendar year, they are required to submit a Statement of Financial Interests for the year. The necessary forms will be available for distribution early in 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.

**2015-2016 PROGRAM BUDGETS:**

Approval was given to apply for, establish, and implement the following program budgets for the 2015-2016 fiscal year:

**A. SPECIAL EDUCATION:**

This program provides for the education of school-aged children with disabilities in the IU8 area. The total budget is projected at approximately \$15,851,830.00.

**B. INSTITUTION PROGRAM:**

This state and locally funded program provides special education services to eligible children in the Cambria County Sheltered Care Program. The total program budget is projected at approximately \$143,943.00.

**C. EARLY INTERVENTION:**

These state funds are used to provide appropriate special education programming for eligible preschool children in the IU8 area. The total program budget is \$3,987,187.00.

**D. CAPITAL PROJECTS BUDGET:**

Approval was given for approval of the 2015-2016 Capital Projects Budget in the amount of \$700,000.00.

**E. IDEA SECTION 619:**

These federal funds support special education of preschool programming for eligible children. The total program budget is \$355,440.00.

**F. SPECIAL EDUCATION TRANSPORTATION:**

This program provides transportation for special education students throughout the IU8 area. The total program budget is projected at approximately \$1,020,689.00.

**G. IDEA SECTION 611:**

These federal funds support the three components of Preschool, Professional Development, and School Age Supplemental Aides and Services. The total program budget is \$11,723,339.00.

**H. TITLE IIA:**

These federal funds support professional development and in-service training for non-public teachers from participating schools. The total program budget is \$42,399.00.

**I. NON-PUBLIC – ACT 89:**

This state funded program provides educational services to non-public school children. The total program budget is \$2,299,346.00.

**J. TITLE I:**

These federal funds for 2015-2016 will carry out statewide initiatives for Keystone Exams, Common Core, Comprehensive Planning, PIMS and other projects. They will also provide remedial reading for students requiring additional help beyond the traditional classroom. The total program budget is projected at approximately \$133,462.00.

**K. EARLY INTERVENTION/ ACCESS:**

Funds will be used to support Early Intervention services and activities. The total program budget is projected at approximately \$349,035.00.

**2015-2016 PROGRAM BUDGETS continued:**

**L. SCHOOL BASED ACCESS PROGRAM:**

This program provides funds for eligible school age students for educational related medical services. The total program budget is projected at approximately \$261,830.00.

**M. CORRECTIONS EDUCATION:**

State funds that support the education program at the Cresson Secure Treatment Unit. The total program budget is \$850,000.00.

**STOP LOSS INSURANCE:**

Approval was given to renew a stop loss insurance agreement with Highmark Casualty Insurance Company at a composite premium of \$92.48 per covered employee per month with a specific deductible of \$100,000.00 per claim for 2015-2016. The estimated total cost is \$315,172.00 compared to \$301,097.00 in 2014-2015.

**INSURANCE RENEWALS:**

Approval was given to purchase insurance coverage listed below for 2015-2016. Negotiations continue and these amounts may change.

<b>Type of Insurance</b>	<b>2015-2016</b>	<b>2014-2015</b>	<b>2013-2014</b>
Package/Crime	<del>\$ 34,355.00</del>	\$ 34,410.00	\$35,923.00
	\$19,932.00		
Auto	<del>\$15,535.00</del>	\$14,660.00	\$14,791.00
	\$9,646.00		
Excess Liability	<del>\$10,337.00</del>	\$10,435.00	\$10,286.00
	\$8,004.00		
Privacy Protection & Network Liability	<del>\$13,430.00</del>	\$12,209.00	\$12,209.00
	\$13,430.00		
School Leaders E&O*	<del>\$6,567.00</del>	\$6,567.00	\$ 12,907.00
	\$4,691.00		
Package Total	<del>\$80,224.00</del>	\$78,281.00	\$ 86,116.00
	\$55,703.00		
Board Officer Bonds	\$700.00	\$700.00	\$700.00
Workers' Compensation	\$144,668.00	\$121,976.00	\$115,993.00
	<del>\$225,592.00</del>		
<b>Total Insurance Cost</b>	\$201,071.00	\$200,957.00	\$202,809.00

**\*See Page#20 – Other Business (A)**

**FISCAL YEAR-END TRANSFERS:**

Approval was given for the administration and local auditors to make line item and fund transfers necessary to properly close out the fiscal year end records. This action is requested to comply with a recommendation made by state auditors.

**GASB 54 FUND BALANCE COMMITMENT:**

Approval was given for the commitment of a portion of the fund balance identified through the closing audit for June 30, 2015. This commitment by the Board is allowed under GASB Statement #54: Fund Balance Reporting, which allows the specific amount to be determined in a subsequent month.

**PETTY CASH ACCOUNTS:**

Approval was given for the continuation of Petty Cash Accounts for the 2015-2016 fiscal year. A listing of the accounts is enclosed with the agenda (green attachment).

**SUBGRANT AGREEMENTS:**

Approval was given for agreements with the IU8's 35 constituent school districts and two charter schools for the pass-thru of 2015-2016 IDEA and State Early Intervention Funds prescribed by PDE.

**LEASE RENEWALS:**

Approval was given for the continuation of the following classroom and office rentals for 2015-2016: *Subject to change*

<b>Lessor:</b>	<b>2015-2016</b>	<b>2014-2015</b>
Admiral Peary CTC (Preschool)	\$ 3,238.50	\$ 3,238.50
Altoona Alliance Church (Preschool)	\$ 5,580.00	\$ 5,580.00
Blacklick Valley School District (Preschool) (1)	\$ 4,500.00	\$ 4,500.00
Child Advocates of Blair Count (Preschool)	\$ 4,392.00	\$ 4,392.00
Community Action-Head Start (Gallitzin) (1)	\$ 4,440.00	\$ 4,440.00
Community Action-Head Start (Johnstown)	\$ 4,800.00	\$ 4,800.00
Greater Johnstown Career Technology Ctr.	\$ 63,002.41	\$ 63,002.41
Learning Lamp (Preschool) (2)	\$ 21,600.00	\$ 21,600.00
Morrison's Cove Memorial Park (Preschool)	\$ 18,867.48	\$ 18,317.94
National Museum of the Coverlet (Preschool)	\$ 18,900.00	\$ 18,900.00
Oasis Joint Venture (office sp)	\$ 600.00	\$ 600.00
Robert McKool (Bloomfield Apt.)	\$ 5,640.00	\$ 5,640.00
Williamsburg Public Library (Preschool)	\$ 11,500.00	\$ 11,300.00

(1) Approval is conditional; this classroom may be moved to a location that accommodates collaborative teaching

(2) Approval is conditional on Learning Lamp renewing their lease at this location.

**PURCHASING COOPERATIVES:**

Approval was given to continue participation in governmental purchasing cooperatives. These would include PEPPM (Pennsylvania Educational Purchasing Program for Microcomputers), COSTARS (Cooperative Sourcing to Achieve Reduction in Spending), NJPA (National Joint Powers Alliance), U.S. Communities, TCPN (The Cooperative Purchasing Network), CCIU's Joint Purchasing Marketplace program and others that may be made available.

**VOLUNTEER AND CONTRACT PERSONNEL INSURANCE INDEMNIFICATION:**

Approval was given to indemnify contractors and their employees along with any volunteers from claims, losses, damages and expenses arising out of their authorized operation and use of IU owned vehicles during the 2015-2016 fiscal year.

**2014-2015 PENNSYLVANIA INSPIRED LEADERSHIP (PIL) PROGRAM BUDGET REVISION:**

Approval was given for a revision to the 2014-2015 PIL program budget. PDE has requested a reduction to the original budget based upon program needs. The allocation will be reduced by \$131,125.00 bringing the total budget to \$1,655,106.25.

**2015-2016 PENNSYLVANIA INSPIRED LEADERSHIP (PIL):**

**A. 2015-2016 PIL Budget:**

Approval was given to operate the PA Inspired Leadership (PIL) budget for 2015-2016 through an agreement with PDE. The total budget will be approximately \$2,013,484.00. IU8 provides fiscal management and technical assistance for this statewide project.

**B. PIL Regional Contracts:**

Approval was given for contracts with the eight Intermediate Units serving as coordinators for PIL regions in 2015-2016. The amounts of the contracts and the region budgets will be approved by PDE.

**C. PIL Contracts and Purchases:**

Approval was given to make purchases and contracts at the requests of PDE in order to implement PIL initiatives during the 2015-2016 program year. The amounts will not exceed \$75,000.00 and will be funded through the PIL budget.

**TRANSPORTATION – DRIVERS/AIDES 2015-2016:**

Approval of the attached list of contracted transportation drivers/aides is requested for the 2015-2016 school year (gray attachment).

**EQUIPMENT ITEMS FOR 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/unreparable.

Item	Tag #	Cost	Year Purchased
Laptop – Dell	8014L	\$1,866	2010
Laptop – Dell	8121L	\$1,624	2010
Laptop – Dell	8139L	\$1,624	2010

**CONTRACTOR RATES:**

Approval of the following contractor rates is requested for the 2015-16 School Year (includes Extended School Year Program, Summer Early Intervention Program and Regular School Year).

<u>Contractor</u>	<u>Less Than 100 Miles - per Day Rate</u>	<u>Over 100 Miles - per Mile Rate</u>	<u>Modified Quotation Rate</u>	<u>Vehicle Type</u>
Kountry Kids Express, LLC	91.31	.91		Van

**CONTRACTOR RATES continued:**

<u>Contractor</u>	<u>Less Than 100 Miles - per Day Rate</u>	<u>Over 100 Miles - per Mile Rate</u>	<u>Modified Quotation Rate</u>	<u>Vehicle Type</u>
Maxwell Trans. Inc.	94.88 118.59	.95 1.19	+12.00/hr-over 3 hrs/day +12.00/hr-over 3 hrs/day	Van W/C Van
Miller Motor Co.			State Formula 94.88/day min	Van Van
Maxwell Transit Systems	94.85 115.93 158.09	.95 1.15 1.58	+12.25/hr-over 3 hrs/day +13.27/hr-over 3 hrs/day +13.27/hr-over 3 hrs/day APS 1.49/mi + 73.39 aide	Van W/C Van W/C Bus Van
Perigo, Carol L.	87.78 + .03/mi	.91	8.29/day W/C	Van
Perigo, Rose	87.78 + .03/mi	.91	8.29/day W/C 12.00/hr extra time	Van Van
Ribblett Corp.	99.63 166.05	State Formula 1.67		Van W/C Van-Bus

Aide - 33.22/day

<u>Contractor</u>	<u>CBI</u>	<u>Field Trip</u>	<u>Vehicle Type</u>
Maxwell Trans. Inc.	17.80/hr 20.16/hr	.95/mi + 14.23/hr layover 1.19/mi + 14.23/hr layover	Van W/C Van
Maxwell Transit Systems (In County)	20.42/hr	20.42/hr	Van/WC Van/ WC Bus
Maxwell Transit Systems (Out of County)	.99/mi 1.23/mi 1.78/mi	.99/mi 1.23/mi 1.78/mi	Van W/C Van W/C Bus
Ribblett Corp.	1.78/mi + 11.85/hr 118.59 min 2.08/mi + 11.85/hr 237.21 min	1.78/mi + 11.85/hr 118.59 min 1.78/mi + 11.85/hr 237.21 min	Van W/C Van-Bus

**AGENDA ITEMS APPROVED....On a motion by Dr. Gella, seconded by Ms. Mourey and carried by roll call vote, the following Agenda items were approved – Early Intervention Letters of Agreement, Sign Language Services Agreement, Northern Cambria School District Agreement, Commonwealth Connections Academy Agreement, Educational Programs and Services, Preschool Memorandum of Understanding, Agreements Associated with August Institute 2015 and Microsoft EES Licensing:**

Roll call vote – yes – 12 – Mr. Thomas Bullington, Mr. Thomas Dadey, Dr. Kamal Gella, Mr. John Klingeman, Mr. B. Wayne Lohr, Mr. Chris McCartney, Ms. Carrie Mourey, Mr. Keith Perl, Mr. Marion Pheasant, Mr. Michael Revak, Mr. Francis Truscello, Sr. and Dr. Thomas Woods.

**EDUCATION PROGRAMS & SERVICES**

**EARLY INTERVENTION LETTERS OF AGREEMENT:**

Approval was given to enter into Letters of Agreement for preschool children who are transitioning from DPW programs or recommended for continuation with agency programs as per their IEP. Payment for services is contingent upon the availability of Early Intervention funding. The 2015-2016 agencies and rates for 15-minute units are listed below:

**A. BEGINNINGS, INC.:**

<u>SERVICE</u>	<u>RATE</u>
Special Instruction	\$27.99
Physical Therapy	\$31.76
Occupational Therapy	\$31.76
Speech Therapy	\$31.45

**B. HOME NURSING AGENCY COMMUNITY SERVICES:**

<u>SERVICE</u>	<u>RATE</u>
Special Instruction	\$27.99
Physical Therapy	\$31.76
Occupational Therapy	\$31.76
Speech Therapy	<del>\$31.45</del> <b>\$31.76 *See Page#20 – Other Business (B)</b>

**C. KIDS FIRST BLAIR COUNTY:**

<u>SERVICE</u>	<u>RATE</u>
Special Instruction	\$27.99
Physical Therapy	\$31.76
Speech Therapy	\$31.76
Occupational Therapy	\$31.76
Social Work	\$28.58

**D. PROFESSIONAL FAMILY CARE SERVICES, INC.:**

<u>SERVICE</u>	<u>RATE</u>
Hearing	\$26.03
Special Instruction	\$27.99
Physical Therapy	\$31.76
Occupational Therapy	\$31.76
Speech Therapy	\$31.76
Social Work	\$28.58

**EARLY INTERVENTION LETTERS OF AGREEMENT continued:**

**E. TYRONE HOSPITAL:**

<u>SERVICE</u>	<u>RATE</u>
Physical Therapy	\$31.76
Occupational Therapy	\$31.76
Speech Therapy	\$31.76

**F. FERNDALE AREA SCHOOL DISTRICT:**

Approval was given to enter into an Agreement with Ferndale Area School District to provide the services described below to preschool children who have been identified as eligible for services, and are enrolled in the Ferndale K-4 program for the school year 2015-2016 (rates are per hour):

<u>SERVICE</u>	<u>RATE</u>
SLS Teacher Services	\$87.56
Autistic Support Teacher	\$96.55

**SOUTHERN ALLEGHENIES SERVICE MANAGEMENT SERVICES:**

Approval was given to enter into an Agreement with Southern Alleghenies Service Management Services on behalf of Blair County Board of Commissioners to provide the Early Intervention Vision Services and Early Intervention Hearing Services to children enrolled in the Blair County Infant/Toddler Early Intervention Program.

<u>SERVICE</u>	<u>RATE</u>
Vision Support Services	\$31.68
Hearing Support Teacher	\$29.98

**G. BEDFORD-SOMERSET MH/MR:**

Approval was given to enter into an Agreement with Bedford-Somerset MH/MR to provide the Early Intervention Vision Services and Early Intervention Hearing Services to children enrolled in the Bedford-Somerset County Infant/Toddler Early Intervention Program.

<u>SERVICE</u>	<u>RATE</u>
Vision Support Services	\$31.68
Hearing Support Teacher	\$29.98

**H. ALLEGHENY AND CHESAPEAKE PHYSICAL THERAPY:**

Approval was given to enter into an Agreement with Allegheny and Chesapeake Physical Therapy to provide Physical Therapy and Occupational Therapy Services, as needed, during SY 2015-2016, at the rate of \$31.76 per 15-minute unit.

**SIGN LANGUAGE SERVICES AGREEMENT:**

Approval was given to maintain the agreement with Sign Language Specialists of Western PA to provide Educational Interpreter Services, as needed, during the school year 2015-2016, at the rate of \$50.00 per 60-minute unit.

**NORTHERN CAMBRIA SCHOOL DISTRICT AGREEMENT:**

Approval was given to continue the Agreement with Northern Cambria School District, to provide psychological and special education supervision at the approved IU rates, for the term beginning July 1, 2015 through June 30, 2016.

**COMMONWEALTH CONNECTIONS ACADEMY AGREEMENT:**

Approval was given to enter into an Agreement with Commonwealth Connections Academy to provide related services to children who are eligible and are enrolled in the Commonwealth Connections Academy, at the approved IU rates for the school year 2015-2016.

**EDUCATIONAL PROGRAMS AND SERVICES:**

Approval was given to authorize staff to submit the Intermediate Unit's Early Intervention Assurance for the Operation of Special Education Services and Programs for the school year 2015-2016.

**PRESCHOOL MEMORANDUM OF UNDERSTANDING:**

Approval was given to enter into a Memorandum of Understanding from July 1, 2015 through June 30, 2016 between Appalachia Intermediate Unit 8 and the following Agencies:

Bedford/Fulton Head Start

Child Advocates of Blair County, Inc.

Community Action Partnership of Cambria County Head Start

Huntingdon County Head Start

Somerset County Head Start

**AGREEMENTS ASSOCIATED WITH AUGUST INSTITUTE 2015:**

Approval was given to enter into agreements with the following entities in association with the August Institute 2015 which will be held on August 10 and 11, 2015 at St. Francis University, Loretto. Costs are amounts stated:

CASANA (The Childhood Apraxia of Speech Association of North America)

Speaker Fee: \$500.00

Speaker Expenses (including mileage, lodging, meals): \$300.00

**INFORMATION TECHNOLOGY****MICROSOFT EES LICENSING:**

Approval was given to enter into an agreement with Lancaster-Lebanon IU13 to participate in the Microsoft Enrollment for Education Solutions (EES) software licensing program at a cost not to exceed \$20,000.00.

**AGENDA ITEMS APPROVED....On a motion by Mr. Klingeman, seconded by Mr. McCartney and carried by roll call vote, the following Agenda items were approved – Solicitor Services, NBUCP Contract, Apple Equipment, Human Resources/Relations Specialist, Personnel (C-G), Resignations and Retirements, Leaves of Absence, Recommended to be Hired, and Travel:**

Roll call vote – yes – 12 – Mr. Thomas Bullington, Mr. Thomas Dadey, Dr. Kamal Gella, Mr. John Klingeman, Mr. B. Wayne Lohr, Mr. Chris McCartney, Ms. Carrie Mourey, Mr. Keith Perl, Mr. Marion Pheasant, Mr. Michael Revak, Mr. Francis Truscello, Sr. and Dr. Thomas Woods.

## **EXECUTIVE OFFICE**

### **SOLICITOR SERVICES:**

Approval was given to retain the firm of Barbera, Clapper, Beener, Rullo and Melvin, LLP for the 2015-2016 fiscal year at a retainer fee of \$6,500.00, and that the additional work be approved at \$150.00 per hour.

### **NBUCP CONTRACT:**

The Board approved the Non-Bargaining Unit Compensation Plan covering Act 93 employees and other non-bargaining unit employees as indicated in the plan for the period July 1, 2015 through June 30, 2018 as presented.

### **APPLE EQUIPMENT:**

Approval was given to purchase up to \$70,000.00 of Apple equipment for the purpose of professional development for IU8 and district staff. This initiative is grant-funded.

### **HUMAN RESOURCES/RELATIONS SPECIALIST:**

Approval was given to create and approve the following position and job description (white attachment).

**A.** Human Resources/Relations Specialist

## **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: *BRANDI BENDER – BRENNAN DURST – AMY KIRSCH*

#### **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:  
*ANDREA ZERN*

#### **D. HEAD TEACHERS:**

Approval was given to name the professional listed below as Head Teacher in the appointed area, and to be compensated an additional \$400.00 per year to account for additional responsibilities:

Head Teacher  
Dina McCarthy

Appointed Area  
Speech & Language Support (SLS)

**PERSONNEL continued:****E. ADDITIONAL DAYS/HOURS WORKED BY EMPLOYEES:**

Approval was given for the payment of additional days/hours of work by IU employees beyond the amount of time stipulated in the Collective Bargaining Agreement(s) or the maximum hours approved by the Board. Situations occur that result in the necessity to work beyond the traditional work day/year. All such days/hours submitted for payment must be approved by the appropriate departmental director. This approval will be for additional days/hours worked or may be worked from July 1, 2015 through June 30, 2016.

**F. ADDITIONAL HOURS/DAYS:**

- 1) Approval was given to increase by 40, the number of hours approved on the May 28, 2015 agenda for Heidi Wadlinger, Hearing Impaired Support professional to work additional hours beyond the 189 contracted days to deliver services for a preschool student in order to fulfill IEP requirements. The additional hours are requested due to a resignation, thus continuing the support for the program needs.
- 2) Approval was given for the following professionals to work additional hours beyond the 189 contracted days for closure or movement of classroom locations:
 

Jessica Bendis	6 hours maximum
Tisha Hockey	6 hours maximum
Heather Molnarko	6 hours maximum
Deirdra Romano	6 hours maximum
Britt Savage	6 hours maximum
Kristen Steinly	6 hours maximum
- 3) Approval was given for Lea Kubat, Autistic Support professional, to work a maximum of 80 additional hours beyond her 189 contracted days to provide 1:1 instruction at the Ebensburg Center, located within the Central Cambria School District. Instruction will begin June 8, 2015 through August 21, 2015.
- 4) Approval was given for Cathy DeLattre, Preschool Support paraprofessional, to work 45 additional hours for the purpose of communication assistance for a preschool student.
- 5) **ARMSTRONG vs. KLINE EXTENDED SCHOOL YEAR PROGRAM:**  
Approval was given for the following IU8 employee to work in the Armstrong vs. Kline Extended School Year Program:

**Cambria County Professional:**

Melissa Fleming

**G. ARMSTRONG vs. KLINE EXTENDED SCHOOL YEAR PROGRAM:**

Approval was given to hire the following list for the Extended School Year Program (pending receipt of required employment forms and information):

**Bedford County Professionals:**

Rachel Morningstar

**Cambria County Professionals:**

Heidi Dodge

Scott Jugan

Tiffany Trotz

**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>
Susan L. Finnegan	Hourly Aide – LSS Martinsburg Elementary	05/20/2015	Close of Business 06/09/2015 (Resignation)

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

**D. Support Staff – Other:**

<b>Name</b>	<b>Position Location</b>	<b>Date Received</b>	<b>Effective Date of Service Termination</b>
Cynthia B. Mullen	Early Intervention Service Coordinator Richland Office	06/03/2015	Close of Business 09/18/2015 (Resignation)

**LEAVES OF ABSENCE:**

**A. Professional:**

Name	Type of Leave	From --- Through	Pay
Amanda M. Magulick (Teacher)	Unpaid	08/25/2015 through 09/11/2015	Without

**C. Support Staff – Aides:**

Name	Type of Leave	From --- Through	Pay
Connie D. Clark	Unpaid	06/22/2015 through 06/25/2015	Without

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

**E. Support Staff – Other: None**

**RECOMMENDED TO BE HIRED:**

**A. Professional:**

<b>Name</b>	<b>Cert &amp; College</b>	<b>Position Created by Exceptionality &amp; Location</b>	<b>Step &amp; Amount on Salary Schedule</b>	<b>Date Employment Begins</b>	<b>Date Employment Ends</b>
Kara A. Madara	Doctor of Physical Therapy Shenandoah University, Winchester, VA	New Position, Supervisor of Physical & Occupational Therapy Services, Ed/Dev. Center (NBUCP)	\$68,000.00	07/01/2015	

**B. Support Staff – Aides:**

<b>Name</b>	<b>Cert &amp; College</b>	<b>Position Created by Exceptionality &amp; Location</b>	<b>Step &amp; Amount on Salary Schedule</b>	<b>Date Employment Begins</b>	<b>Date Employment Ends</b>
Mary Victoria Imler	N/A	Resignation of Linda Plummer, Aide - DD, Ed/Dev. Center	\$10.05/hr. Max. of 25 hrs/wk Regular Part-Time	06/01/2015	

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

**D. Support Staff – Other: None**

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

**A. Professional: None**

**B. Support Staff – Aides: None**

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

**D. Support Staff – Other: None**

**TRAVEL:**

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>Days at Event</u>	<u>Paid by Conference or Grant</u>	<u>Total Anticipated Expense</u>
<b>CURRICULUM:</b> Brenda Calhoun Educ Tech Specialist	State College	07/08/15 07/09/15	Leadership Conf.	No	2	No	\$419.20
Diana Hubona Instruc Coach/Literacy Spec	State College	07/08/15 07/10/15	Leadership Conf.	No	3	No	\$491.00
<del>*Laura Toki Director</del>	<del>Lancaster</del>	<del>06/23/15 06/25/15</del>	<del>eLearning Revolution</del>	<del>No</del>	<del>3</del>	<del>No</del>	<del>\$833.00</del>
Amanda Winfield Instructional Designer	State College	07/08/15 07/09/15	Leadership Conf.	No	2	No	\$338.67

**Curriculum Budget Total \$2,081.87**

\*Note: Request was not received in time for the May 2015 Agenda

**EDUCATION PROGRAMS & SERVICES:**

Barb Cassel Supervisor	Bedford	07/27/15 07/30/15	Special Educ Leadership Academy	No	4	No	\$326.72
Julie Della Educ Consultant	State College	08/03/15 08/06/15	National Autism Conference	No	4	No	\$403.48
Karen Dillen Transition Teacher	State College	07/22/15 07/24/15	PA Community on Transition Conf.	No	3	No	\$287.76
Beth Fluke Itinerant Hearing Support	Hershey	08/10/15 08/13/15	Low Incidence Institute	No	4	No	\$789.22
Janis Gerney Hearing Support	Hershey	08/10/15 08/13/15	Low Incidence Institute	No	4	No	\$785.68

**TRAVEL cont.:**

<u>Name</u>	<u>Place</u>	<u>Conference Date(s)</u>	<u>Organization</u>	<u>Part. In Conf. Program</u>	<u>Days at Event</u>	<u>Paid by Conference or Grant</u>	<u>Total Anticipated Expense</u>
<b>EDUCATION PROGRAMS &amp; SERVICES:</b>							
Edward Harrison Teacher	Lancaster	08/13/15 08/16/15	Mathematics Conf.	No	2	No	\$595.36
Heather Hrivnak Teacher	Lancaster	08/13/15 08/16/15	Mathematics Conf.	No	2	No	\$603.20
Heather Rhine Supervisor	Hershey	08/10/15 08/13/15	Low Incidence Institute	No	4	No	\$816.36
Heidi Wadlinger Teacher of the Deaf	Hershey	08/10/15 08/13/15	Low Incidence Institute	No	4	No	\$763.52

***Education Programs & Services Budget Total \$5,371.30***

**EXECUTIVE OFFICE:**

Dr. Thomas Butler Executive Director	San Francisco CA	10/15/15 10/16/15	Brightbytes Institute	Yes	2	Yes	\$200.00
Dr. Shawn Kovac Asst. Executive Dir.	San Diego CA	10/28/15 11/01/15	ASCD Conf. on Educ Leadership	No	3	No	\$2,055.00

***Executive Office Budget Total \$2,255.00***

**SUMMARY OF TRAVEL:**

<b>Curriculum Budget Total</b>	<b>\$2,081.87</b>
<b>Education Programs &amp; Services Budget Total</b>	<b>\$5,371.30</b>
<b>Executive Office Budget Total</b>	<b><u>\$2,255.00</u></b>

**GRAND TOTAL \$9,708.17**

**AGENDA ITEMS APPROVED....On a motion by Mr. Truscello, seconded by Mr. McCartney and carried by roll call vote, the following Agenda items were approved – Other Business (A-I), Assistant Facilities Manager/Shipping and Receiving, Executive Director Unused Vacation, and Central PA Digital Learning Foundation (CPDLF) Agreement:**

Roll call vote – yes – 12 – Mr. Thomas Bullington, Mr. Thomas Dadey, Dr. Kamal Gella, Mr. John Klingeman, Mr. B. Wayne Lohr, Mr. Chris McCartney, Ms. Carrie Mourey, Mr. Keith Perl, Mr. Marion Pheasant, Mr. Michael Revak, Mr. Francis Truscello, Sr. and Dr. Thomas Woods.

**OTHER BUSINESS:**

**A. ITEM#15 – PAGE 4 – INSURANCE RENEWALS:**

Corrected insurance premium amounts – see below:

<b>Type of Insurance</b>	<b>2015-2016</b>	<b>2014-2015</b>	<b>2013-2014</b>
Package/Crime	\$ 19,932.00	\$ 34,410.00	\$ 35,923.00
Auto	\$ 9,646.00	\$ 14,660.00	\$ 14,791.00
Excess Liability	\$ 8,004.00	\$ 10,435.00	\$ 10,286.00
Privacy Protection & Network Liability	\$ 13,430.00	\$ 12,209.00	\$ 12,209.00
School Leaders E&O*	\$ 4,691.00	\$ 6,567.00	\$ 12,907.00
Package Total	\$ 55,703.00	\$ 78,281.00	\$ 86,116.00
Board Officer Bonds	\$ 700.00	\$ 700.00	\$ 700.00
Workers' Compensation	\$144,668.00	\$121,976.00	\$115,993.00
<b>Total Insurance Cost</b>	<b>\$201,071.00</b>	<b>\$200,957.00</b>	<b>\$202,809.00</b>

**B. ITEM#28B – PAGE 8 – EARLY INTERVENTION LETTERS OF AGREEMENT:**

The 2015-2016 Speech Therapy rate for Home Nursing Agency Community Service should be corrected to **\$31.76**.

**C. ITEM#40 – PAGE 11 – PERSONNEL:**

**D. HEAD TEACHERS:**

<u>Head Teacher</u>	<u>Appointed Area</u>
Marilyn Neal	Visually Impaired Support (VIS)

**D. ITEM#40 – PAGE 12 – PERSONNEL:**

**F-5) ADDITIONAL HOURS/DAYS – ARMSTRONG vs. KLINE EXTENDED**

SCHOOL YEAR PROGRAM:

**Cambria County Paraprofessional:**

Marycathryne Cairns

**E. ITEM#40 – PAGE 12 – PERSONNEL:**

**H. ASSISTANT FACILITIES DIRECTOR MANAGER/SHIPPING AND RECEIVING:**

Approval was given to create and approve the following position and job description (see blue attachment).

**A. Assistant Facilities Director Manager/Shipping and Receiving**

**OTHER BUSINESS continued:**

**F. ITEM#41 – PAGE 13 – RESIGNATIONS/RETIREMENTS:**

**A. Professional:**

<u>Name</u>	<u>Position</u> <u>Location</u>	<u>Date</u> <u>Received</u>	<u>Effective Date of</u> <u>Service Termination</u>
Laura J. Toki	Director, Curriculum, Training, and Development Services Altoona Office	06/22/2015	06/22/2015 (Resignation)

<u>Name</u>	<u>Position</u> <u>Location</u>	<u>Date</u> <u>Received</u>	<u>Effective Date of</u> <u>Service Termination</u>
Brian G. Basile	Teacher – LSS, Bloomfield Apartments	06/22/2015	06/30/2015 (Resignation)

**G. ITEM#41 – PAGE 13 – RESIGNATIONS/RETIREMENTS:**

**B. Support Staff - Aides:**

<u>Name</u>	<u>Position</u> <u>Location</u>	<u>Date</u> <u>Received</u>	<u>Effective Date of</u> <u>Service Termination</u>
Deborah L. Buchan	Aide (Furloughed)	06/18/2015	06/15/2015 (Resignation)

**H. ITEM#43 – PAGE 15 – RECOMMENDED TO BE HIRED:**

**A. Professional:**

<u>Name</u>	<u>Cert. &amp;</u> <u>College</u>	<u>Position</u> <u>Created By,</u> <u>Exceptionality,</u> <u>and Location</u>	<u>Step &amp; Amt.</u> <u>on Salary</u> <u>Schedule</u>	<u>Date</u> <u>Employ.</u> <u>Begins</u>	<u>Date</u> <u>Employ.</u> <u>Ends</u>
Kelli A. Brown	Special Ed. PK-12 Saint Francis Univ.	Continuation of Program, Teacher - Day Treatment AYS	\$40,433.00*	07/01/15	
Geneka A. Hollis	Hearing Impaired  PK-12 <b>(Emer- gency – Pending)</b>	Continuation of Program, Support Long-Term Sub. Teacher - HIS Itinerant – Cambria County	\$40,433.00*	07/01/15	06/30/16

**\*Based on 2014/2015 School Year Salaries.**

**OTHER BUSINESS continued:****I. ITEM#45 – PAGE 17 – TRAVEL:**

- 1) Remove Laura Toki travel request.
- 2) Approval was given that Cindy Letso, Occupational Therapist, attend the Low Incidence Institute conference in Hershey from August 10-13, 2015 at an approximate cost of \$1,131.00 for travel, registration, lodging and meals.
- 3) Approval was given that Dr. Erica Kaurudar, Educational Consultant, attend the Math CRA Training in Harrisburg from July 20-24, 2015 at an approximate cost of \$849.21 for travel, lodging and meals.

**ASSISTANT FACILITIES MANAGER/SHIPPING AND RECEIVING:**

Approval was given to appoint Ronald Peschock II, to the position of Assistant Facilities Manager/Shipping and Receiving effective July 1, 2015 with a salary of \$36,000.00 for the 2015-2016 school year. Salary and benefits to be determined by the NBUCP Contract.

**EXECUTIVE DIRECTOR UNUSED VACATION:**

Approval was given to rollover the Executive Director's unused vacation days as of June 30, 2015 into the 2015-2016 contract year.

**CENTRAL PA DIGITAL LEARNING FOUNDATION (CPDLF) AGREEMENT:**

Approval was given to enter into a management service agreement with the Central Pennsylvania Digital Learning Foundation (CPDLF).

**FUTURE MEETINGS.....**The next Committee/Board Meeting is scheduled for **Thursday, July 30, 2015**, 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 7:17 p.m. on a motion by Mr. Truscello, seconded by Ms. Mourey and carried by unanimous voice vote.

Respectfully submitted,

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Karl Olschesky, Board Secretary

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B. Wayne Lohr  
Board President

sdw