

**APPALACHIA INTERMEDIATE UNIT 8
BOARD OF SCHOOL DIRECTORS
ALTOONA, PENNSYLVANIA
SEPTEMBER 24, 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, September 24, 2015, 6:52 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, Mr. Robert Mahood, Ms. Carrie Mourey, Mr. Keith Perl, Mr. Francis Truscello, Sr., and Ms. Tammy Witherite – 8 – present. Absent – 5 – Ms. Amy Acker-Knisely, Mr. John Klingeman, Mr. Chris McCartney, Dr. Thomas Woods and Mr. Ronald Yoder.

OTHERS ATTENDING: Others in attendance were: Dr. Thomas Butler – Executive Director, Dr. Shawn Kovac, Assistant Executive Director, Ms. Jennifer Anderson, Dr. Derek Jones, Ms. Malynda Maurer, Mr. Karl Olschesky, Mr. Corey Reffner, 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 Connie Way were present. The press was not in attendance.

EXECUTIVE DIRECTOR'S UPDATE:

The Executive Director introduced staff members, Dorothy Thomas, Karen Shetty, Elissa Ferry, and Barbara Cassel, who presented a slide show about the success of the IU8 BRIDGE program.

ADDITIONS, DELETIONS OR CORRECTIONS TO WRITTEN AGENDA OF SEPTEMBER 24, 2015: On a motion by Ms. Mourey and seconded by Mr. Mahood and carried by unanimous voice vote, the written Agenda, as well as the supplemental were approved.

MINUTES: On a motion by Mr. Perl and seconded by Mr. Dadey and carried by voice vote, the minutes of the August 27, 2015 regular meeting, numbered pages 1-15, which were previously distributed to each member, were approved.

EXECUTIVE SESSION:

An Executive Session was held during the Committee Meeting, September 24, 2015, Altoona Office Board Room, from 6:18 p.m. to 6:35 p.m. to discuss personnel issues.

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

Roll call vote – yes – 8 – Mr. Thomas Bullington, Mr. Thomas Dadey, Mr. B. Wayne Lohr, Mr. Robert Mahood, Ms. Carrie Mourey, Mr. Keith Perl, Mr. Francis Truscello, Sr., and Ms. Tammy Witherite.

A. TREASURER’S REPORTS: The Treasurer’s Report, including Payroll Checking, General Checking and Online Registration Accounts as submitted on blue colored pages for August 2015, included in the September 24, 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. Truscello, seconded by Ms. Mourey and carried by roll call vote, the following Agenda item was approved – Listing of Bills:

Roll call vote – yes – 8 – Mr. Thomas Bullington, Mr. Thomas Dadey, Mr. B. Wayne Lohr, Mr. Robert Mahood, Ms. Carrie Mourey, Mr. Keith Perl, Mr. Francis Truscello, Sr., and Ms. Tammy Witherite.

B. LISTING OF BILLS: Approval was given for payment of the listing of bills as follows: Payroll Checking Account – from 08/01/15 to 08/31/15 as listed on gold summary pages, General Checking Account from 08/17/15 to 09/11/15, as listed on gold summary pages and Online Registration Account from 08/01/15 to 08/31/15 as listed on gold summary pages, which were included in the September 24, 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:*

- 1) Investments – The report to the Board on the securities presently held and the record of investments for August 2015 was filed with the Supplemental to Official Minutes for final audit.
- 2) Budget Summary Report – The detailed fiscal report, pages 1-44, General Fund, Special Revenue Funds, Capital Projects Fund, Enterprise Funds and Internal Service Funds for August 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 Mr. Perl, seconded by Ms. Mourey and carried by roll call vote, the following Agenda items were approved – Bills to be Paid, Petty Cash Accounts, Additional Drivers/Aides, Special Education Service Rates, Vehicle Disposal, Equipment Disposal, Contracted Services, Early Intervention Letters of Agreement, IUS Special Education Plan, and BrightBytes Contract:

Roll call vote – yes – 8 – Mr. Thomas Bullington, Mr. Thomas Dadey, Mr. B. Wayne Lohr, Mr. Robert Mahood, Ms. Carrie Mourey, Mr. Keith Perl, Mr. Francis Truscello, Sr., and Ms. Tammy Witherite.

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.

PETTY CASH ACCOUNTS:

Approval was given to close the petty cash account of Don Arotin for Cresson STU in the amount of \$100.00 and to open a petty cash account for Custodian Susan Knarr for PS Paulina Miller in the amount of \$100.00 (green attachment).

ADDITIONAL DRIVERS/AIDES:

Approval of the following additional contracted transportation drivers/aide was given for the 2015-2016 school year.

Contractor:	Driver:	Aide:
Maxwell Trans Inc.	Frazier, Christine Miller, David Perko, Tammy Rhodes, Denita Wood, Linda	
Miller Motor Co. Ribblett Corp.	Cruse, Thomas Gartrell, George Goller, Eric Hafer, Telford	Moshgat, Barbara

SPECIAL EDUCATION SERVICE RATES:

Approval was given for annual service rates for 2015-2016 special education programs per the attached schedule (gray attachment).

VEHICLE DISPOSAL:

Approval was given to dispose of two (2) 2001 GMC Student Vehicles that are at the end of their useful life.

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/unreparable.

Item	Tag #	Cost	Year Purchased
Computer – Dell	5644	\$2,181	2003
Laptop – Dell	7799	\$1,505	2009
Laptop – Dell	8010	\$1,640	2010
Laptop – Dell	8018L	\$1,866	2010
Laptop – Dell	8019L	\$1,866	2010
Laptop – Dell	8020L	\$1,866	2010

EQUIPMENT DISPOSAL continued:

Item	Tag #	Cost	Year Purchased
Laptop – Dell	8021L	\$1,866	2010
Laptop – Dell	8022L	\$1,866	2010
Laptop – Dell	8089L	\$1,866	2010
Laptop – Dell	8100	\$1,624	2010
Laptop – Dell	8101	\$1,624	2010
Laptop – Dell	8103	\$1,624	2010
Laptop – Dell	8122L	\$1,624	2010
Laptop – Dell	8127L	\$1,624	2010
Laptop – Dell	8130L	\$1,624	2010
Laptop – Dell	8133L	\$1,624	2010
Laptop – Dell	8136L	\$1,624	2010
Laptop – Dell	8137L	\$1,624	2010
Laptop – Dell	8138L	\$1,624	2010
Laptop – Dell	8613L	\$1,703	2011

EDUCATION PROGRAMS & SERVICES

CONTRACTED SERVICES:

- A.** Approval was given for the continuation of contracted services with Coleen Heim Consulting, to provide consulting services to Cambria County Student Assistance Program District Council for the school year 2015-2016, for approximately \$4,000.00, contingent upon the availability of SAP District Council funds.
- B.** Approval was given for the continuation of contracted services with Coleen Heim Consulting, to provide consulting services on behalf of Blair County SAP Safe Schools Networking Committee and Mental Health Disaster Planning and Training for the school year 2015-2016, for approximately \$8,000.00, contingent upon the availability of SAP District Council funds.

EARLY INTERVENTION LETTERS OF AGREEMENT:

Approval was given to revise the item listed below:

A. PROFESSIONAL FAMILY CARE SERVICES, INC.:

<u>SERVICE</u>	<u>RATE</u>	<i>*PREVIOUSLY APPROVED 6/25/15</i>
*Special Instruction-Hearing	\$27.99	\$26.03
*Special Instruction-Vision	\$27.99	\$26.03

IU8 SPECIAL EDUCATION PLAN:

Approval was given to authorize staff to submit Special Education Revision Notices (SEPRN) for IU8 Special Education Plan to the Department of Education Bureau of Special Education for SY 2015-2016.

BRIGHTBYTES CONTRACT:

Approval was given to enter a one-year contract with BrightBytes at a cost of \$22,879.83. This shared partnership will enable IU8 to gather and translate complex analyses and cutting-edge research into fast actions that improve student learning. Funds from the Teacher Evaluation, Standards Aligned System (SAS) initiative, will be used to cover the cost.

AGENDA ITEMS APPROVED....On a motion by Mr. Mahood, seconded by Ms. Mourey and carried by roll call vote, the following Agenda items were approved – Mail Ballot for IU8 Board Members Term 2016-2019, American Forestry Agreement, Personnel (B), Resignations and Retirements, Leaves of Absence, Recommended to be Hired, Approval of Day-to-Day Substitutes, and Travel:

Roll call vote – yes – 8 – Mr. Thomas Bullington, Mr. Thomas Dadey, Mr. B. Wayne Lohr, Mr. Robert Mahood, Ms. Carrie Mourey, Mr. Keith Perl, Mr. Francis Truscello, Sr., and Ms. Tammy Witherite.

EXECUTIVE OFFICE

MAIL BALLOT FOR IU8 BOARD MEMBERS TERM 2016-2019:

With respect to the election of IU8 Board members for a three-year term ending June 30, 2019, approval was given to continue the composition of the Board at 13 members with the election of nominees/members to be accomplished through mail ballot, all in accord with the IU's long-standing practice.

AMERICAN FORESTRY AGREEMENT:

Approval was given to enter into an agreement with American Forestry Consultants to facilitate the removal of trees on the Executive Office property at an approximate minimum income value of \$9,000.00.

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. NEW POSITIONS:

Approval was given to create the following part-time hourly custodial positions for 2 hours per week in two preschool classrooms:

Treasure Times, Ebensburg – 1 position

Morrison Cove, Martinsburg – 2 positions

RESIGNATIONS/RETIREMENTS:

A. Professional:

Name	Position Location	Date Received	Effective Date of Service Termination
Kathy H. Ogline	Teacher – SLS Itinerant – Somerset County	09/10/2015	11/15/2015 (Resignation)
Dawn L. Wessner	Teacher – DD Altoona Alliance Preschool	09/08/2015	12/31/2015 (Resignation)
Suzanne M. St. Clair	Supervisor Richland Office	09/16/2015	Close of Business 10/30/2015 (Resignation)

B. Support Staff – Aides:

Name	Position Location	Date Received	Effective Date of Service Termination
Linda D. Nagle	Hourly Aide – CBI Itinerant – Cambria County	08/26/2015 (Verbally)	08/26/2015 (Resignation)
Karla J. Britcher	Hourly Aide – DD Westmont Learning Lamp	09/09/2015	09/23/2015 (Resignation)
Pauline V. Fairman	Hourly Aide – MDS Cambria Heights High School	09/13/2015	09/29/2015 (Resignation)
Vanessa G. Pisarski	Hourly Aide – DD Treasure Times, Ebensburg	09/07/2015	Close of Business 12/17/2015 (Resignation)

C. Support Staff – Secretaries: None

D. Support Staff – Other: None

LEAVES OF ABSENCE:

A. Professional:

Name	Type of Leave	From --- Through	Pay
Geneka A. Hollis (Long-Term Sub. Teacher)	Unpaid	03/30/2016 through 04/04/2016	Without

B. Support Staff – Aides: None

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
Kendra L. Foor	N/A	New Position at request of Claysburg-Kimmel S.D., Aide – LSS, Spring Cove Elementary	\$10.55/hr. Max. of 30 hrs/wk, Regular Part-Time	09/14/2015	
Amber L. Harden	N/A	Transfer of Susan Gojmerac, Aide – DD, Johnstown City Center Head Start	\$10.55/hr. Max. of 25 hrs/wk, Regular Part-Time	09/14/2015	

C. Support Staff – Secretaries: None

RECOMMENDED TO BE HIRED continued:

D. Support Staff – Other:

Name	Cert & College	Position Created by Exceptionality & Location	Step & Amount on Salary Schedule	Date Employment Begins	Date Employment Ends
Rhonda L. McKee	N/A	New Position, Custodian, Morrison Cove Preschool (NBUCP)	\$8.94/hr. Max. of 2 hrs/wk, Part-Time Hourly	09/08/2015	
Vanessa G. Pisarski	N/A	New Position, Custodian, Treasure Times Preschool (NBUCP)	\$8.94/hr. Max. of 2 hrs/wk, Part-Time Hourly	09/08/2015	
Lily M. Rhodes	N/A	New Position, Custodian, Morrison Cove Preschool (NBUCP)	\$8.94/hr. Max. of 2 hrs/wk, Part-Time Hourly	09/08/2015	
Robert D. Estright (Pending required paperwork)	N/A	Resignation of Bryan Schaufler, Custodian, Altoona Office (NBUCP)	\$21,500.00 (Prorated)	To be determined.	

APPROVAL OF SUBSTITUTES (DAY-TO-DAY):

A. Professional:

Name	College Graduate	Certification Held
Lisa A. Gil*	Yes	Various Areas

***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
Tiffany M. Parker	Betsy L. Perrone	Melinda A. Smith	Lynette A. Trotter (Pending required paperwork)	

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>
<u>AMERICORPS</u>							
Carol Overly Program Manager	Washington D.C.	10/08/15 10/09/15	National Conf. on Citizenship	No	2	No	\$696.95
<i>AmeriCorps Budget Total \$696.95</i>							
<u>EDUCATION PROGRAMS & SERVICES:</u>							
Rita Buhite Curriculum Specialist	Grantville	10/21/15 10/22/15	Learning Forward PA	No	2	No	\$509.45
Julie Della Educ Consultant	Harrisburg	10/06/15 10/08/15	MTSS Tier 3	No	3	No	\$420.88
Barry Frye Manager SDIS	Hershey	11/04/15 11/06/15	Child Accounting Professional Assoc.	Yes	3	No	\$1,068.32
Tisha Hockey Long-Term Sub	Pittsburgh	10/26/15 10/28/15	Intensive Skill Training	Yes	3	No	\$330.50
Susan Knarr Supervisor	State College	11/04/15 11/05/15	Early Intervention in PA	No	2	No	233.63
Connie Way Paraprofessional	Pittsburgh	10/26/15 10/28/15	Intensive Skill Training	Yes	3	No	\$376.70
Amanda Winfield Instructional Designer	Summerdale	10/05/15 10/06/15	Math Design Collaborative	No	2	No	\$329.84
<i>Education Programs & Services Budget Total \$3,269.32</i>							

TRAVEL continued:

<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>
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HUMAN RESOURCES:

Corey Reffner	Hershey	10/13/15	PSBA Delegate	Yes	1	No	\$213.00
HR Specialist		10/13/15	Assembly				

Human Resources Budget Total \$213.00

SUMMARY OF TRAVEL:

AmeriCorps Budget Total	\$696.95
Education Programs & Services Budget Total	\$3,269.32
Human Resources Budget Total	\$213.00
GRAND TOTAL	\$4,179.27

AGENDA ITEMS APPROVED....On a motion by Mr. Truscello, seconded by Mr. Dadey and carried by roll call vote, the following Agenda items were approved – Other Business (A-F):

Roll call vote – yes – 8 – Mr. Thomas Bullington, Mr. Thomas Dadey, Mr. B. Wayne Lohr, Mr. Robert Mahood, Ms. Carrie Mourey, Mr. Keith Perl, Mr. Francis Truscello, Sr., and Ms. Tammy Witherite.

OTHER BUSINESS:

A. OTHER BUSINESS:

A. ITEM#22 – PAGE 4 – PERSONNEL:

C. CLARIFICATION OF PART-TIME TEACHERS TERMINATION DATES – For Information Only:

Toby Dick and Brian Helsel concluded their service at the Blair County Prison effective September 12, 2015.

D. SALARY ADJUSTMENTS:

Approval was given to make the following salary adjustments effective September 25, 2015 (with amended job descriptions):

Valerie Wyper - \$80,000.00 (Prorated)

Carol Overly - \$60,000.00 (Prorated)

B. ITEM#23 – PAGE 5 – RESIGNATIONS/RETIREMENTS:

A. Professional:

<u>Name</u>	<u>Position Location</u>	<u>Date Received</u>	<u>Effective Date of Service Termination</u>
Courtney A. Getty	Teacher – MDS, Frankstown Elementary	09/22/2015	Close of Business 10/06/2015 (Resignation)

B. Support Staff - Aides:

<u>Name</u>	<u>Position Location</u>	<u>Date Received</u>	<u>Effective Date of Service Termination</u>
Danene F. Engle	Hourly Aide - DD, Altoona Alliance Preschool	09/18/2015	Close of Business 12/17/2015 (Resignation)

C. Support Staff - Secretaries:

<u>Name</u>	<u>Position Location</u>	<u>Date Received</u>	<u>Effective Date of Service Termination</u>
Rose M. Graziosi	Secretary, Altoona Office	09/21/2015	Close of Business 10/02/2015 (Resignation)

OTHER BUSINESS continued:

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>
Danene F. Engle	Hourly Custodian, Altoona Alliance Preschool	09/18/2015	Close of Business 12/17/2015 (Resignation)

C. ITEM#25 – PAGE 7 – RECOMMENDED TO BE HIRED:

A. Professional:

<u>Name</u>	<u>Cert. & College</u>	<u>Position</u> <u>Created By,</u> <u>Exceptionality,</u> <u>and Location</u>	<u>Step & Amt. on</u> <u>Salary</u> <u>Schedule</u>	<u>Date</u> <u>Employ.</u> <u>Begins</u>
Lindsay A. Pavlovich	Speech & Lang. Impaired PK-12 (Clarion Univ.)	Resignation of Rebecca Babik, Teacher – SLS, Itinerant – Cambria/ Somerset Counties	1B – \$41,254.85 (Prorated)	09/23/2015

D. ITEM#25 – PAGE 8 – RECOMMENDED TO BE HIRED:

Change:

Date Employment Begins for Robert D. Estright to 10/05/2015.

E. ITEM#26 – PAGE 9 – APPROVAL OF SUBSTITUTES (DAY-TO-DAY):

Professional:

<u>Name</u>	<u>College Graduate</u>	<u>Certification Held</u>
Tracy M. Grove*	Yes	Various Areas

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

F. ITEM#27 – PAGE 10 – TRAVEL:

Approval was given for the following additional travel:

<u>Name:</u>	<u>Location:</u>	<u>Organization:</u>	<u>Date:</u>	<u>Approx. Cost</u>
Rita Buhite	Doylestown	Gifted Conf.	11/17-18/15	\$662.36
Mark DeRubeis	Harrisburg	Tier 3 Behav. Support	11/10-11/15	\$371.00
Dr. Derek Jones	Hershey	PETE&C Conf.	02/21-24/16	\$1,054.50

FUTURE MEETINGS.....The next Committee/Board Meeting is scheduled for **Thursday, October 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 7:02 p.m. on a motion by Ms. Mourey, seconded by Mr. Mahood and carried by unanimous voice vote.

Respectfully submitted,

Karl Olschesky, Board Secretary

B. Wayne Lohr
Board President

sdw