

**APPALACHIA INTERMEDIATE UNIT 8
BOARD OF SCHOOL DIRECTORS
ALTOONA, PENNSYLVANIA
FEBRUARY 22, 2018
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 22, 2018. Mr. Thomas Bullington, Board President, led the group in the flag salute and moment of silence.

ROLL CALL: The meeting was called to order at 6:30 p.m. by the Board President, Mr. Thomas Bullington, with the following additional board members present: Mr. Brian Bressler, Dr. Mona Eckley, Mr. Rick Hoover, Ms. Kathy Hough, Dr. Russell Miller, Mr. William Pataki, Mr. Michael Revak, Ms. Tammy Witherite, and Mr. Ronald Yoder – 10 – present. Absent – 3 – Ms. Cynthia Ahlborn, Ms. Tracy Helsel, and Ms. Tricia Shaffer.

OTHERS ATTENDING: Others in attendance were: Ms. Jennifer Anderson, Dr. Malynda Maurer, Ms. Sue Wolf, Ms. Janel Vancas, and Ms. Amy Woomer – Staff; Mr. Sam Clapper – Solicitor.

VISITORS: Ms. Elissa Ferry, IU8 Educator and PSEA Representative and Ms. Connie Way, ESPA/PSEA/NEA Representative were present. The press was not in attendance.

EXECUTIVE DIRECTOR'S UPDATE:

Ms. Woomer introduced Dr. Kara Madara and Charlotte Ecklund who presented information on the IU8 Feeding Team, a service we provide for students to participate in a mealtime experience across a variety of educational and natural settings.

ADDITIONS, DELETIONS OR CORRECTIONS TO WRITTEN AGENDA OF FEBRUARY 22, 2018: On a motion by Mr. Hoover and seconded by Dr. Miller and carried by unanimous voice vote, the written Agenda, as well as the supplemental were approved.

MINUTES: On a motion by Mr. Hoover and seconded by Dr. Miller and carried by voice vote, the minutes of the January 25, 2018 regular meeting, numbered pages 1-9, which were previously distributed to each member, were approved.

AGENDA ITEMS APPROVED....On a motion by Mr. Hoover, seconded by Ms. Hough and carried by roll call vote, the following Agenda items were approved – Treasurer’s Reports and Listing of Bills:

Roll call vote – yes — Mr. Bressler, Mr. Bullington, Dr. Eckley, Mr. Hoover, Ms. Hough, Dr. Miller, Mr. Pataki, Mr. Revak, Ms. Witherite and Mr. Yoder.

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 2018, included in the February 22, 2018 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 01/01/18 to 01/31/18 as listed on gold summary pages, General Checking Account from 01/15/18 – 02/09/18, as listed on gold summary pages and Online Registration Account from 01/01/18 to 01/31/18 as listed on gold summary pages, which were included in the February 22, 2018 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 January 2018 was filed with the Supplemental to Official Minutes for final audit.
- 2) Budget Summary Report – The detailed fiscal reports, pages 1-50, General Fund, Special Revenue Funds, Capital Projects Fund, Enterprise Funds and Internal Service Funds for January 2018 were presented to the Board for final review and filed with the Supplemental to Official Minutes for final audit

BUILDINGS AND GROUNDS INFORMATION REPORT:

Mr. Bullington reported on the items covered in the Building and Grounds Meeting held Tuesday, February 20, 2018.

AGENDA ITEMS APPROVED....On a motion by Mr. Hoover, seconded by Ms. Hough and carried by roll call vote, the following Agenda items were approved – Bills to be Paid, General Operating Budget, Additional Drivers, Petty Cash, K-12 Learning Unlimited, Great 8 Games, Houghton Mifflin Harcourt, 2018 PAIU Spring Conference, Wireless Infrastructure, Hardware Installation, Personnel (B 1 & 2), Leaves of Absence (1-4), Day-to-Day Substitutes (A & B), Travel, and Other Business (A 1-4).

Roll call vote – yes — Mr. Bressler, Mr. Bullington, Dr. Eckley, Mr. Hoover, Ms. Hough, Dr. Miller, Mr. Pataki, Mr. Revak, Ms. Witherite and Mr. Yoder.

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.

GENERAL OPERATING BUDGET:

The administration presented the General Fund Administrative Budget for 2018-2019 in the amount of \$4,628,005.38 for review and final adoption. Approval was given for 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. 2) Federal programs are to be assessed at the PDE approved indirect cost rate or specific project rate.

ADDITIONAL DRIVERS:

Approval of the following additional contracted transportation drivers was given for the 2017-2018 school year.

Contractor:

Miller Motor Co.

Driver:

Corson, Brionna

Ribblett Corp.

Strawn, Maurice

PETTY CASH:

Approval was given to close the petty cash account of Custodian Christine Lewis for CBI (Rebecca Freeman) (green attachment).

EDUCATION PROGRAMS & SERVICES**K-12 LEARNING UNLIMITED:**

Approval was given to create 17 Open Educational Resource Courses with K-12 Learning Unlimited in the amount of \$39,792.50. These courses will be used within our World of Learning program. Funds from the Standards Aligned System (SAS) will be used to cover the cost.

GREAT 8 GAMES:

Approval was given to contract with Saint Francis University Athletics Department to host the IU8 Great 8 Games on April 26, 2018. The cost for this event is not to exceed \$500.00.

HOUGHTON MIFFLIN HARCOURT:

Approval was given to enter into a service agreement with Houghton Mifflin Harcourt to provide one day of professional development, “Leading the Transformation of Mathematics Teaching and Learning”, for administrators within IU8 school districts. The total cost will not exceed \$3,850.00 and will be funded through the Title I Rural Capacity Building Consortium.

EXECUTIVE OFFICE

2018 PAIU SPRING CONFERENCE:

Approval was given for the following administrators and staff to attend the 2018 PAIU Spring Conference to be held June 6-8 2018 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>
Dr. Thomas Butler	Executive Director	\$300.00
Brenda Calhoun	Educational Technology Specialist	\$800.00
Chris Lewis	Supervisor	\$800.00
Tracy Rains	Virtual Learning Specialist	\$800.00
Janel Vancas	Director of MCL & Curriculum	\$800.00
Amy Woomer	Chief Education Officer	\$800.00
TOTAL		\$4,300.00

WIRELESS INFRASTRUCTURE:

Approval was given to purchase of equipment and subscription licenses from CDW-Government to update the current wireless infrastructure at the Executive Office in Altoona at a cost not to exceed \$38,546.00.

HARDWARE INSTALLATION:

Approval was given to purchase of hardware installation and Programming services for each of the four IU8 office conference rooms at a cost not to exceed \$41,660.00.

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. INCREASE IN HOURS:

- 1) Approval was given to increase hours for Susan Gojmerac to a maximum of 28 hours per week to support children attending the early intervention classroom at the Greater Johnstown Career and Technology Center.
- 2) Approval was given to increase hours for Monica Ball to a maximum of 30 hours per week to provide MTSS Occupational Therapy interventions for kindergarten and first grade students at Greater Johnstown School District.

LEAVES OF ABSENCE:**Professional:**

- 1) Approved Unpaid leave for Beth LaVanish Geist, Teacher, for 01/25/2018 – ½ Day and 02/06/2018 – ½ Day.
- 2) Approved change in FMLA leave dates for Sarah E. Bucci to 03/06/2018 PM through 06/01/2018.
- 3) Approved FMLA leave, without pay, for Edith M. McCloskey, Teacher, intermittent upon exhaustion of accrued leave.
- 4) Approved FMLA leave for Melissa A. Erzal, Teacher, effective 05/17/2018 through 05/25/2018.

APPROVAL OF SUBSTITUTES (DAY-TO-DAY):**A. Professional:**

Approved Abigail J. Salyards – Emergency All Instructional Areas PK-12

B. Support Staff – Aides:

Approved Ericka D. Wombacher

TRAVEL:

Approval was given for 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>
AMERICORPS:							
Carol Overly Program Manager	Greenville, SC	04/29/18 05/02/18	National Service Training Conf.	Yes	4	Yes	\$1,619.39
AmeriCorps Budget Total							\$1,619.39
EDUCATION PROGRAMS & SERVICES:							
Barry Frye Manager SDIS	Hershey	03/25/18 03/28/18	PDE Data Summit	Yes	4	Yes	\$756.32
Dr. Pat Mulroy Supervisor WOL	State College	03/19/18 03/20/18	2018 PASA Educ Congress	No	2	No	\$591.81
Janel Vancas Director of MCL & Curr.	Lindsay, CA	04/26/18 04/28/18	MCL School Visit	No	3	No	\$1,271.00
Education Programs & Services Budget Total							\$2,619.13
EXECUTIVE OFFICES:							
Dr. Thomas Butler Executive Director	Phoenix, AZ	03/19/18 03/21/18	MCL National Alliance Member Mtg.	Yes	3	No	\$1,800.00
*Dr. Thomas Butler Executive Director	Williamsburg, VA	03/27/18 03/28/18	Speaker at College of William & Mary	No	1	No	\$500.00
Dr. Malynda Maurer Director of Innovation	Lindsay, CA	04/26/18 04/28/18	MCL School Visit	No	3	No	\$1,171.00
Executive Office Budget Total							\$3,471.00
SUMMARY OF TRAVEL:							
AmeriCorps Budget Total							\$1,619.39
Education Programs & Services Budget Total							\$2,619.13
Executive Office Budget Total							\$3,471.00
GRAND TOTAL							\$7,709.52

**This is a revised request from January 2018*

OTHER BUSINESS:**A. SUPPLEMENTAL:****1) IUS PAPER BID:**

Approval was given to award the bids for duplicating paper. The bid results will be distributed at the meeting (gray attachment).

2) CENTRAL CAMBRIA SCHOOL DISTRICT AGREEMENT:

Approval was given to enter into an agreement with the Central Cambria School District to provide 1.0 full time equivalent (FTE) certified special education teacher for educational services to be provided to students participating at the Adelphoi Village, Inc. facility known as "Manor House" located in Ebensburg, PA. The agreement will be March 1, 2018 through June 30, 2018.

3) RESIGNATIONS/RETIREMENTS:

Approved the resignation of Lori L. Bence, Hourly Aide – DD, Somerset Learning Lamp, effective 03/02/2018.

4) LEAVES OF ABSENCE:

Approved FMLA leave, without pay, for Marilyn J. Neal, Teacher, effective 02/20/2018, intermittent for a maximum of 60 days.

FUTURE MEETINGS...The next Committee/Board Meeting is scheduled for **Thursday, March 22, 2018**, 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 6:31 p.m. on a motion by Dr. Miller, seconded by Mr. Hoover and carried by unanimous voice vote.

Respectfully submitted,

Amy Woomer, Board Secretary

Thomas Bullington, Board President