

**APPALACHIA INTERMEDIATE UNIT 8
BOARD OF SCHOOL DIRECTORS
ALTOONA, PENNSYLVANIA
JULY 26, 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, July 26, 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: Ms. Cynthia Ahlborn, Mr. Brian Bressler, Ms. Tracy Helsel, Mr. Rick Hoover, Ms. Kathy Hough, Dr. Russell Miller, Mr. William Pataki, Mr. Marion Pheasant and Mr. Michael Revak – 10 – present. Absent – 3 – Dr. Mona Eckley, Ms. Malika Karunaratne and Ms. Tammy Witherite.

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

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

EXECUTIVE DIRECTOR'S UPDATE:

Dr. Butler welcomed returning Board Member, Mr. Marion Pheasant.

ADDITIONS, DELETIONS OR CORRECTIONS TO WRITTEN AGENDA OF JULY 26, 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, with noted change in Support Staff Furlough.

MINUTES: On a motion by Ms. Hough and seconded by Mr. Hoover and carried by voice vote, the minutes of the June 28, 2018 regular meeting, numbered pages 1-20, which were previously distributed to each member, were approved.

AGENDA ITEMS APPROVED....On a motion by Dr. Miller, seconded by Mr. Hoover and carried by roll call vote, the following Agenda items were approved – Treasurer’s Reports, Listing of Bills, Bills to be Paid, and Transportation Drivers:

Roll call vote – yes — Ms. Ahlborn, Mr. Bressler, Mr. Bullington, Ms. Helsel, Mr. Hoover, Ms. Hough, Dr. Miller, Mr. Pataki, Mr. Pheasant and Mr. Revak.

A. TREASURER’S REPORTS: The Treasurer’s Report, including Payroll Checking, General Checking and Online Registration Accounts as submitted on blue colored pages for June 2018, included in the July 26, 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 06/01/18 to 06/30/18 as listed on gold summary pages, General Checking Account from 06/18/18 – 07/13/18, as listed on gold summary pages and Online Registration Account from 06/01/18 to 06/30/18 as listed on gold summary pages, which were included in the July 26, 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 June 2018 was filed with the Supplemental to Official Minutes for final audit.
- 2) Budget Summary Report – The detailed fiscal reports, pages 1-51, General Fund, Special Revenue Funds, Capital Projects Fund, Enterprise Funds and Internal Service Funds for June 2018 were presented to the Board for final review and filed with the Supplemental to Official Minutes for final audit

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.

TRANSPORTATION DRIVERS:

Approval of the following additional contracted transportation drivers was given for the 2018-2019 school year.

Contractor:

Maxwell Trans Inc.

Driver:

Beaner, Mary

Loomis, Sarah

Musselman, Kelly

AGENDA ITEMS APPROVED....On a motion by Mr. Hoover, seconded by Ms. Helsel and carried by roll call vote, the following Agenda items were approved – Early Intervention Letter of Agreement, Fuel Education, Additional Hours, Consulting Services Agreement, Special Education Plan Revisions, Own It!, Lincoln Intermediate Unit 12, and Instructure, Inc.:

Roll call vote – yes — Ms. Ahlborn, Mr. Bressler, Mr. Bullington, Ms. Helsel, Mr. Hoover, Ms. Hough, Dr. Miller, Mr. Pataki, Mr. Pheasant and Mr. Revak.

EDUCATION PROGRAMS & SERVICES

EARLY INTERVENTION LETTER OF AGREEMENT:

Approval was given to enter into an agreement with Portage Area School District to provide speech and language therapy and autistic support services to preschool children who have been identified as eligible for services and are enrolled in the Portage Area K-4 Program, at a rate of \$66.00 per hour for the 2018-2019 school year.

FUEL EDUCATION:

Approval was given to extend the contract with Fuel Education LLC for its online educational products and services with 2018-2019 pricing through June 30, 2019.

ADDITIONAL HOURS:

- A.** Approval was given for Allena Davis, Hearing Impaired Support teacher, to work a maximum 20 additional hours from July 2, 2018 through August 20, 2018 to provide service to children eligible through the infant-toddler program.
- B.** Approval was given for Megan Skillings, School Psychologist, to work 1 day beyond the 205 contracted days, to finalize/complete evaluation reports for Tussey Mountain School District.

CONSULTING SERVICES AGREEMENT:

- 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 2018-2019 school year, contingent upon the availability of SAP District Council funds, not to exceed \$4,000.00.
- 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 2018-2019 school year, contingent upon the availability of SAP District Council funds, not to exceed \$8,000.00.

SPECIAL EDUCATION PLAN REVISIONS:

Approval was given to revise the current IU8 Special Education Plan. The revisions are as follows:

- A.** ADD 1.0 FTE Occupational Therapist
- B.** ADD .7 FTE Physical Therapist

OWN IT!:

Approval was given to enter into a contract with Own It! for its online educational products and services with 2018-2019 pricing through June 30, 2019.

LINCOLN INTERMEDIATE UNIT 12:

Approval was given to extend the Memorandum of Understanding with Lincoln Intermediate Unit 12 for their Lincoln Cyber Café offerings with 2018-2019 pricing for Odysseyware Online Learning Curriculum for products and services through June 30, 2019.

INSTRUCTURE, INC.:

Approval was given to enter into a one-year agreement (July 1, 2018 to June 30, 2019) with Instructure, Inc. to purchase 1,200 Canvas Learning Management System user licenses at a cost of \$6,600.00.

AGENDA ITEMS APPROVED....On a motion by Dr. Miller, seconded by Mr. Revak and carried by roll call vote, the following Agenda items were approved – Technology Law Pool, IU13 Agreement Addendum, Personnel (B-D), Resignations/Retirements, Recommended to be Hired, Day-to-Day Substitutes and Travel:

Roll call vote – yes — Ms. Ahlborn, Mr. Bressler, Mr. Bullington, Ms. Helsel, Mr. Hoover, Ms. Hough, Dr. Miller, Mr. Pataki, Mr. Pheasant and Mr. Revak.

TECHNOLOGY LAW POOL:

Approval was given to enter into a one-year Technology Pool Counsel Legal Services Consultation Agreement with Sweet, Stevens, Katz & Williams, I-LP ("SSKW"). Members of the SSKW attorney staff will provide telephone and electronic mail advice and opinions concerning computers, education technology, electronic devices, and related policies, to the administrator or administrators designated by the IU as the contact. Approximately seven LEAs plan to participate in the 2018-2019 school year.

EXECUTIVE OFFICE**IU13 AGREEMENT ADDENDUM:**

Approval was given to make an addendum to the three-year (2016-2019) agreement with Lancaster-Lebanon IU13 to include required Advanced Threat Protection in the Microsoft Enrollment for Education Solutions (EES) software licensing program at a cost not to exceed \$25,018.14.

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. CHANGE IN EMPLOYMENT STATUS; TEMPORARY PROFESSIONAL TO PROFESSIONAL:

Approved the issuance of a professional contract to the following temporary professional employees who have completed three years of satisfactory service: *MELANIE BELCHER – KELLI BROWN – ELIZABETH CATON – MELISSA FLEMING – OLIVIA FLICK – MARY GUYER – MICHAEL JIMERSON – ASHLEY KELLY – PAULINA MILLER – LINDSAY PAVLOVICH – JESSICA SHACKLEY*

C. CURTAILMENT AND ALTERATION OF EDUCATIONAL PROGRAM; SUPPORT STAFF FURLOUGH:

Approved the furlough of the following full-time non-professional support staff due to the curtailment and/or alteration of the educational program at the Ebensburg Mini Mall Apartment Program effective 09/01/2018:

Lisa A. Jennings

Terri J. Pearee *See Other Business-Supplemental #9

D. CHANGE IN RATE FOR ESY PROGRAM INSTRUCTOR:

Approval was given for Megan Commons to be paid at the rate of \$30.39/hour for hours worked after 07/01/2018.

RESIGNATIONS/RETIREMENTS:**Professional:**

Approved the resignation of Alyssa M. Clark, Teacher - SLS, Itinerant – Somerset County, effective 07/19/2018.

RECOMMENDED TO BE HIRED:**A. Support Staff – Other:**

- 1) Approved hiring Monica K. Ball, Occupational Therapist (NBUCP), Park Street, \$48,000.00, effective 08/01/2018.
- 2) Approved hiring Kelsey L. Walker, Hourly Physical Therapist (NBUCP), Richland Office, \$39.61/hr., Max. of 25 hrs/wk, effective 08/01/2018.

APPROVAL OF SUBSTITUTES (DAY-TO-DAY):**Support Staff – Aides:**

Approved Patricia R. Sheredy.

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>
<u>EXECUTIVE OFFICE:</u>							
Dr. Thomas Butler Boseman, MT Executive Director		07/29/18 08/05/18	Symposium for Innovation in Rural Educ.	Yes	7	No	\$3,483.30
Dr. Malynda Maurer Director of Innovation	Camp Hill	10/11/18 10/12/18	PCPCS Annual Conf.	Yes	2	No	\$320.17

Executive Office Budget Total \$3,803.47

SUMMARY OF TRAVEL:

Executive Office Budget Total	<u>\$3,803.47</u>
GRAND TOTAL	<u>\$3,803.47</u>

AGENDA ITEM APPROVED...On a motion by Mr. Revak, seconded by Dr. Miller and carried by roll call vote, the following Agenda item was approved – Other Business-Supplemental (1-12):

Roll call vote – yes — Ms. Ahlborn, Mr. Bressler, Mr. Bullington, Ms. Helsel, Mr. Hoover, Ms. Hough, Dr. Miller, Mr. Pataki, Mr. Pheasant and Mr. Revak.

OTHER BUSINESS:

A. SUPPLEMENTAL:

1) LEASE RENEWALS:

Approval was given for the continuation of the Bedford Area School District MDS/PS classrooms for the 2018-2019 school year, in the amount of \$18,900.00 (rate was the same for 2017-2018).

2) INDUCTION PROGRAM – FOR INFORMATION ONLY:

The following employees have successfully completed the IU8 induction program: *HANNAH BREEN – KYLIE COOK – AMBER FILKINS – CARLY (RAYMOND) GIEG – NANCY HAYES – DANIELLE NIHOFF – CARLY RIGGLEMEN – KRISTA SWOPE – GRETA YESENOSKY – MEGHAN YOUNG*

3) EDUPLANET21:

Approval was given to continue the agreement with Eduplanet21 for the 2018-2019 school year at a cost not to exceed \$10,750.00.

4) SIGN LANGUAGE SERVICES AGREEMENT:

Approval was given to enter into an agreement with Sign Language Specialists of Western PA to provide Educational Interpreter Services to a preschool student, August 27, 2018 through June 30, 2019, at a rate of \$50.00 per 60 minutes unit.

5) EARLY INTERVENTION LETTER OF AGREEMENT:

Approval was given to enter into an agreement with North Star School District to provide speech and language therapy services to preschool children who have been identified as eligible for services and are enrolled in the North Star K-4 Program, at a rate of \$82.91 per hour for the 2018-2019 school year.

6) SPECIAL EDUCATION PLAN REVISION:

Approval was given to revise the current IU8 Special Education Plan. All revisions are contingent upon the approval of the Pennsylvania Department of Education through the Special Education Plan Revision Notice (SEPRN) process, when required. The revision is as follows:

a) Add 1.0 non-professional support staff

7) HIGH5 CONSULTING, LLC:

Approval was given to enter into an agreement with High5 Consulting, LLC, to help IU8 create a student engagement product for a price not to exceed \$48,000.00.

8) AMERICORPS CONTRACT:

Approval was given to enter into an AmeriCorps contract in the amount of \$11,850.00 for the 2018-2019 year to continue the Raise.Me initiative.

OTHER BUSINESS continued:**A. SUPPLEMENTAL continued:**

- 9) **CHANGE IN SUPPORT STAFF FURLOUGH:**
Deleted the name of Terri J. Pearce from the support staff furloughs on the written July 26, 2018 Agenda.
- 10) **ADDITIONAL HOURS/DAYS:**
Approved the following IU 8 professional employee to work in the Armstrong vs. Kline Extended School Year Program:
Kimberly Parker
- 11) **LEAVES OF ABSENCE:**
Approved FMLA leave, without pay, for Amy E. Clouser, Teacher, effective 10/30/2018 through 12/05/2018.
- 12) **APPROVAL OF SUBSTITUTES (DAY-TO-DAY):**
Support Staff – Aides:
Approved Katherine E. Andrews
Approved Jessica D. Brubaker **(Pending required paperwork)**

FUTURE MEETINGS...The next Committee/Board Meeting is scheduled for **Thursday, August 23, 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 6:34 p.m. on a motion by Mr. Hoover, seconded by Mr. Revak and carried by unanimous voice vote.

Respectfully submitted,

Amy Woomer, Board Secretary

Thomas Bullington, Board President

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