

**APPALACHIA INTERMEDIATE UNIT 8
BOARD OF SCHOOL DIRECTORS
ALTOONA, PENNSYLVANIA
JUNE 28, 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, June 28, 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 6:34 p.m. by the Board President, Mr. Thomas Bullington, with the following additional board members present: Ms. Cynthia Ahlborn, Mr. Brian Bressler, Dr. Mona Eckley, Ms. Tracy Helsel, Ms. Kathy Hough, Mr. William Pataki, Dr. Russell Miller, Ms. Tricia Shaffer, and Ms. Tammy Witherite – 10 – present. Absent – 3 – Mr. Rick Hoover, Mr. Michael Revak, and Mr. Ronald Yoder.

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

VISITORS: Amanda Slaventa, IU8 Educator, Ms. Connie Way ESPA/PSEA/NEA Representative, Sherry Socie, Jason McMillan, David Hann and Kristin Hann were present. The press was not in attendance.

EXECUTIVE DIRECTOR'S UPDATE:

Dr. Butler presented departing Board Member, Ms. Tricia Shaffer, with a Certificate of Distinguished Service and thanked her for serving on the IU8 Board. (The other departing member not present was Mr. Ron Yonder)

ADDITIONS, DELETIONS OR CORRECTIONS TO WRITTEN AGENDA OF JUNE 28, 2018: On a motion by Ms. Hough and seconded by Ms. Ahlborn and carried by unanimous voice vote, the written Agenda, as well as the supplemental were approved with noted corrections to Virtual High School, Board Policy #249 Bullying/Cyberbullying and Solicitor Services.

MINUTES: On a motion by Ms. Hough and seconded by Ms. Ahlborn and carried by voice vote, the minutes of the April 26, 2018 regular meeting, numbered pages 1-9, which were previously distributed to each member, were approved.

EXECUTIVE SESSION:

An Executive Session was held during the Committee Meeting, June 28, 2018, Altoona Office Board Room, from 6:00 p.m. to 6:15 p.m. to discuss personnel items.

IU8 BOARD REORGANIZATION (ACT 156 OF 1984):

IU8 Board Policy requires the election of the President, Vice President, Treasurer, Secretary, and Assistant Secretary of the Appalachia Intermediate Unit 8 Board of Directors to be conducted at the regularly scheduled June meeting. A public constitutional majority of seven (7) votes is necessary for election.

Current Officers:

President: Thomas Bullington
Vice President: Brian Bressler
Treasurer: Valerie Wyper (nvm)
Secretary: Amy Woomer (nvm)
Assistant Secretary: Kathy Hough

Solicitor Mr. Samuel Clapper was asked by the Board President, Mr. Thomas Bullington, to preside over the election of the 2018-2019 Board Officers. The floor was open for nominations.

On a motion by Ms. Ahlborn, seconded by Ms. Witherite and carried by roll call vote, it was moved to retain the current officers, with the exception of Treasurer.

On a motion by Ms. Ahlborn, seconded by Ms. Witherite and carried by roll call vote, it was moved to nominate Ms. Jennifer Anderson as Treasurer (nvm).

2018-2019 Officers:

President: Thomas Bullington
Vice President: Brian Bressler
Treasurer: Jennifer Anderson (nvm)
Secretary: Amy Woomer (nvm)
Assistant Secretary: Kathy Hough

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

Roll call vote – yes — Ms. Ahlborn, Mr. Bressler, Mr. Bullington, Dr. Eckley, Ms. Helsel, Ms. Hough, Dr. Miller, Mr. Pataki, Ms. Shaffer, and Ms. 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 May 2018, included in the June 28, 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 05/01/18 to 05/31/18 as listed on gold summary pages, General Checking Account from 05/14/18 – 06/15/18, as listed on gold summary pages and Online Registration Account from 05/01/18 to 05/31/18 as listed on gold summary pages, which were included in the June 28, 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 May 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 May 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 Monday, June 25, 2018.

AGENDA ITEMS APPROVED....On a motion by Ms. Ahlborn seconded by Dr. Eckley and carried by roll call vote, the following Agenda items were approved – Bills to be Paid, Cyber Insurance Coverage, CIU10 Business Office Supervision Agreement, Fiscal Year-End Transfers, GASB 54 Fund Balance Commitment, Petty Cash Accounts, Close Petty Cash Account, Subgrant Agreements, 2018-2019 Program Budgets, and Purchasing Cooperatives.

Roll call vote – yes — Ms. Ahlborn, Mr. Bressler, Mr. Bullington, Dr. Eckley, Ms. Helsel, Ms. Hough, Dr. Miller, Mr. Pataki, Ms. Shaffer, and Ms. Witherite.

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 2018 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 2019.

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.

CYBER INSURANCE COVERAGE:

Approval was given to renew Cyber insurance coverage for 2018-2019 through BCS Insurance Co. in the amount of \$5,432.00.

CIU10 BUSINESS OFFICE SUPERVISION AGREEMENT:

Approval was given to enter into an agreement with Central Intermediate Unit 10 for Business Office Supervision Services beginning July 1, 2018 through September 30, 2018 at a cost not to exceed \$7,000.00.

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 was 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, 2018. 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 2018-2019 fiscal year. A listing of the accounts was enclosed with the agenda (green attachment).

CLOSE PETTY CASH ACCOUNT:

Approval was given to close petty cash account for Custodian Barbara Cassel Account CBI (Jessica Bendis) in the amount of \$250.00.

SUBGRANT AGREEMENTS:

Approval was given for agreements with the IU8's 35 constituent school districts and two charter schools for the pass-thru of 2018-2019 IDEA and State Early Intervention Funds prescribed by PDE.

2018-2019 PROGRAM BUDGETS:

Approval was given to apply for, establish, and implement the following program budgets for the 2018-2019 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 \$15,136,597.00.

B. 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 \$3,951,962.00.

C. IDEA SECTION 619:

These federal funds support special education of preschool programming for eligible children. The total program budget is \$382,012.00.

2018-2019 PROGRAM BUDGETS continued:**D. SPECIAL EDUCATION TRANSPORTATION:**

This program provides transportation for special education students throughout the IU8 area. The total program budget is projected at approximately \$1,007,904.00.

E. 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 \$12,182,873.00.

F. NON-PUBLIC – ACT 89:

This state funded program provides educational services to non-public school children. The total program budget is \$1,874,930.37.

G. EARLY INTERVENTION/ ACCESS:

Funds will be used to support Early Intervention services and activities. The total program budget is projected at approximately \$348,826.00.

H. 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 \$440,464.00.

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.

AGENDA ITEM APPROVED....On a motion by Ms. Hough seconded by Dr. Miller and carried by roll call vote, the following Agenda item was approved – Lease Renewals.

Roll call vote – yes – Mr. Bressler, Mr. Bullington, Dr. Eckley, Ms. Helsel, Ms. Hough, Dr. Miller, Mr. Pataki, and Ms. Witherite.

Abstained – Ms. Ahlborn and Ms. Shaffer

LEASE RENEWALS:

Approval was given for the continuation of the following classroom and office rentals for 2018-2019: *Subject to change*

| | 2017-2018 | 2018-2019 |
|---|------------------|------------------|
| Lessor: | Annual Rental | Annual Rental |
| Admiral Peary CTC (Preschool) | \$ 3,238.50 | \$ 3,238.50 |
| Altoona Alliance Church (Preschool) | \$ 6,137.40 | \$ 6,137.40 |
| Cambria County Child Devel (Bishop Carroll PS) | \$ 6,000.00 | \$ 6,540.00 |
| Child Advocates of Blair County (Claysburg PS) | \$ 4,392.00 | \$ 4,392.00 |
| Community Action-Head Start (Johnstown) | \$ 4,800.00 | \$ 4,800.00 |
| Gtr Jtwn Career & Tech Ctr. (Office/PS) | \$ 63,002.41 | \$ 63,002.41 |
| Hollidaysburg Area School District (3 classrooms) | \$ 750.00 | \$ 750.00 |
| Learning Lamp (Preschool) | \$ 21,600.00 | \$ 21,600.00 |
| Morrison's Cove Memorial Park (PS - 3% increase) | \$ 20,616.84 | \$ 21,235.34 |
| North Star School District (PS) | \$ 4,500.00 | \$ 4,500.00 |
| Oasis Joint Venture (office space) | \$ 600.00 | \$ 600.00 |
| Penn Cambria School District (Preschool) | \$ 4,500.00 | \$ 4,500.00 |
| SOAR - Somerset Office (3% increase) | \$ 29,644.37 | \$ 31,341.87 |
| W McKool Properties LLC/Bloomfield | \$ 5,640.00 | \$ 5,640.00 |
| Williamsburg Public Library (Preschool) | \$ 12,000.00 | \$ 12,000.00 |
| | | |
| Lessee: | | |
| Child Advocates of Blair County--Ed Dev Center | \$ 5,080.00 | \$ 5,080.00 |
| Child Advocates of Blair County--Williamsburg | \$ 3,510.00 | \$ 3,510.00 |
| CPDLF--EDC | \$ 63,600.00 | \$ 64,764.00 |

AGENDA ITEMS APPROVED....On a motion by Ms. Ahlborn seconded by Dr. Eckley and carried by roll call vote, the following Agenda items were approved – Authorized Banking Procedures, Insurance Renewals, Designation of Authorized Persons with the PA Local Government Investment Trust (PLIGIT), Credit Card, 2018-2019 Pennsylvania Inspired Leadership (PIL), 2017-2018 Pennsylvania Inspired Leadership (PIL) Program Budget Revision, Equipment Disposal, Transportation – Drivers/Aides, and Contractor Rates, .

Roll call vote – yes — Ms. Ahlborn, Mr. Bressler, Mr. Bullington, Dr. Eckley, Ms. Helsel, Ms. Hough, Dr. Miller, Mr. Pataki, Ms. Shaffer, and Ms. Witherite.

AUTHORIZED BANKING PROCEDURES:

Approval was given for the following authorities effective June 29, 2018 with Appalachia Intermediate Unit 8 accounts at First Commonwealth Bank.

- A.** Initiate stop payments and make balance inquiries regarding General Checking Account: Karlie Travis, Sherry Socie, Gina Iorio, Amy Woomer, Jennifer Anderson and Dr. Thomas Butler
- B.** Initiate stop payments and make balance inquiries regarding Payroll Checking Account: Karlie Travis, Sherry Socie, Dena Burket, Amy Woomer, Jennifer Anderson and Dr. Thomas Butler
- C.** Initiate transfers between IU8 accounts at First Commonwealth: Karlie Travis, Sherry Socie, Amy Woomer, Jennifer Anderson and Dr. Thomas Butler
- D.** Make deposits into IU8 accounts: Karlie Travis, Sherry Socie, Michele Klayko, Amy Woomer, Jennifer Anderson and Dr. Thomas Butler
- E.** Initiate wire transfers to pre-designated agencies from IU8 accounts: Karlie Travis, Sherry Socie, Amy Woomer, Jennifer Anderson and Dr. Thomas Butler

INSURANCE RENEWALS:

Approval was given to purchase insurance coverage listed below for 2018-2019.

| Type of Insurance | 2018-2019 | 2017-2018 | 2016-2017 |
|-----------------------------|---------------------|---------------------|---------------------|
| Package/Crime | \$ 20,713.00 | \$ 19,672.00 | \$ 19,695.00 |
| Auto | \$ 9,683.00 | \$ 9,328.00 | \$ 8,514.00 |
| Excess Liability | \$ 8,513.00 | \$ 7,617.00 | \$ 8,004.00 |
| School Leaders E&O | \$ 5,895.00 | \$ 5,312.00 | \$ 4,906.00 |
| Package Total | \$ 44,804.00 | \$ 41,929.00 | \$ 41,119.00 |
| Workers' Compensation | \$132,155.00 | \$127,206.00 | \$136,522.00 |
| Total Insurance Cost | \$176,959.00 | \$169,135.00 | \$177,641.00 |

DESIGNATION OF AUTHORIZED PERSONS WITH THE PA LOCAL GOVERNMENT INVESTMENT TRUST (PLIGT):

Approval was given for Dr. Thomas Butler, Amy Woomer, and Karlie Travis to be authorized persons with the PA Local Government Investment Trust effective June 29, 2018. Specific authorizations are designated on the attached form.

CREDIT CARD:

Approval was given to cancel the First Commonwealth Bank credit card issued to Valerie Wyper effective June 29, 2018.

2018-2019 PENNSYLVANIA INSPIRED LEADERSHIP (PIL):

A. 2018-2019 PIL Budget:

Approval was given to operate the PA Inspired Leadership (PIL) budget for 2018-2019 through an agreement with PDE. The total budget will be approximately \$2,299,686.90. IU8 provides fiscal management and technical assistance for this statewide initiative.

2018-2019 PENNSYLVANIA INSPIRED LEADERSHIP (PIL) continued:

B. PIL Regional Contracts:

Approval was given for contracts with the eight Intermediate Units serving as Regional Program Leaders for PIL regions in 2018-2019. 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 2018-2019 program year. The amounts will not exceed \$82,000.00 and will be funded through the PIL budget.

2017-2018 PENNSYLVANIA INSPIRED LEADERSHIP (PIL) PROGRAM BUDGET REVISION:

Approval was given for a revision to the 2017-2018 PIL program budget. PDE has requested a budget reduction based upon program needs. The reduction will bring the total budget allocation to \$2,021,822.50.

EQUIPMENT DISPOSAL:

Approval was given to dispose of the following equipment having an original purchase cost of over \$1,500.00 per item. Item(s) are obsolete/unrepairable.

| Item | Tag # | Cost | Year Purchased |
|-------------------|--------------|-------------|-----------------------|
| Projector | 4665 | \$2,475 | 2001 |
| Printer – Lexmark | 7945 | \$1,632 | 2009 |

TRANSPORTATION – DRIVERS/AIDES:

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

| Contractor: | Drivers: |
|---|--------------------|
| Kountry Kids Express, LLC Maxwell Trans Inc. | Boyer, Catherine |
| | Deen, Renee |
| | Duppstadt, Arlene |
| | Duppstadt, Tara |
| | Duppstadt, Tina |
| | Norris, Rebecca |
| | Peterson, Bonnie |
| | Rhodes, Linda |
| | Bagley, Deborah |
| | Baughman, Laura |
| | Cox, Kevin |
| | Creps, Steve |
| | Cuppett, Phyllis |
| | Detweiler, Kathy |
| | Frazier, Christine |
| Hickman, Charles | |
| Jarrell, Lois | |
| Koontz, Barbara | |

TRANSPORTATION – DRIVERS/AIDES continued:

| Contractor: | Drivers: | |
|--------------------|-------------------------|-------------------|
| Maxwell Trans Inc. | Livengood, Timothy | |
| | Long, Lisa | |
| | Long, Richard | |
| | Maxwell, Randy | |
| | Miller, David | |
| | Myers, Nelda | |
| | Oldham, Curtis | |
| | Pencil, Treva | |
| | Pyle, Elisa | |
| | Restly, Betsy | |
| | Rhodes, Denita | |
| | Swartzwelder, Coleen | |
| | Williams, Victorine | |
| | Wood, Linda | |
| | Maxwell Transit Systems | Benner, Lori |
| | | Birt, Michelle |
| | | Burr, Timothy |
| | | Cherry, Donald |
| | | Dively, Jerry |
| | | Eckenroad, Gary |
| | | Harclerode, Linda |
| | | Hauser, Sandy |
| | | Icenroad, Michael |
| Krause, Chrystal | | |
| Maxwell, Charles | | |
| McCord, Charles | | |
| Peck, Duane | | |
| Quarry, Jeffrey | | |
| Richard, Deborah | | |
| Showalter, Richard | | |
| Stoner, Thomas | | |
| Wierman, Drew | | |
| Young, Robert | | |
| Miller Motor Co. | Albert, Amanda | |
| | Corson, Brionna | |
| | Fenchak, George | |
| | Leydig, Rebecca | |
| | Macy, Cheryl | |
| | Macy, Deborah | |
| | Macy, James | |
| | Oaks, Terri | |
| Perigo, Carol L. | Trentini, Helen | |
| | Wiesheier, Richard | |
| | Fleegle, Connie | |
| | Matse, Joyce | |

TRANSPORTATION – DRIVERS/AIDES continued:

Contractor:

Perigo, Carol L.

Perigo, Rose

Ribblett Corp.

Drivers:

- Perigo, Carmen
- Perigo, Carol L.
- Perigo, Stephanie
- Shaffer, Bernadette
- Shaffer, Terry
- Shaulis, Sharon
- Wildenmann, Donald
- Corbett, Catherine
- Kolonich, Pamela
- Kovack, Richard
- Perigo, Dennis
- Perigo, Rose
- Vranich, Terry
- Barkley, Gary
- Bozic, Barbara
- Casteel, Victoria
- Garman, Ronald
- Goller, Eric
- Gustkey, John
- Gustkey, Sharon
- Hafer, Telford
- Hillegass, Samuel
- Kaufman, Judith
- Kelley, Ronald
- Kelly, David
- Keyser, Louis
- Mackel, Miranda
- Percinsky, Jennifer
- Percinsky, Mary
- Pesarchic, Kim
- Pringle, Dawn
- Ribblett, Theodore G.
- Ribblett, Todd
- Ritter, Janet
- Rygel, Heather
- Rygel, Lee
- Santoyo, Jesus
- Stahl, Linda
- Stahl, Nicholas
- Strawn, Maurice
- Toth, Abigail
- Toth, Melissa
- Urban, Lorial
- Walker, Brittney
- Webb, Charles
- Yurkovich, Karen
- Zimmerman, Kimberly

Aides:

- Moschgat, Barbara
- Stahl, Eugene
- Truscello, Francis
- Zimmerman, Sue

CONTRACTOR RATES:

Approval of the following contractor rates was given for the 2018-19 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 | 99.45 <i>*96.74</i> | 1.00 .97 | Aide – 36.67/day <i>Aide – 35.67/day</i> | Van <i>Van</i> |
| Maxwell Trans. Inc. | 104.75 129.90 <i>*101.90</i> <i>*126.36</i> | 1.05 1.30 <i>1.02</i> <i>1.26</i> | +12.57/hr–over 3 hrs/day +13.62/hr–over 3 hrs/day <i>+12.23/hr–over 3 hrs/day</i> <i>+13.25/hr–over 3 hrs/day</i> | Van W/C Van <i>Van</i> <i>W/C Van</i> |
| Maxwell Transit Systems | 99.52 121.51 165.51 <i>*96.81</i> <i>*118.20</i> <i>*161.00</i> | 1.01 1.21 1.66 <i>.98</i> <i>1.18</i> <i>1.61</i> | +13.10/hr–over 3 hrs/day +14.15/hr–over 3 hrs/day +14.15/hr–over 3 hrs/day APS 1.62/mi + 78.57 aide <i>+12.74/hr–over 3 hrs/day</i> <i>+13.76/hr–over 3 hrs/day</i> <i>+13.76/hr–over 3 hrs/day</i> <i>APS 1.58/mi + 76.43 aide</i> | Van W/C Van W/C Bus Van <i>Van</i> <i>W/C Van</i> <i>W/C Bus</i> <i>Van</i> |
| Miller Motor Co. | | | State Formula 100.18/day min <i>*State Formula</i> <i>*97.45/day min</i> | Van <i>Van</i> |
| Perigo, Carol L. | 92.87 +.03/mi <i>*90.34 +.03/mi</i> | .97 .94 | W/C lift 8.77/day <i>W/C lift 8.53/day</i> | Van <i>Van</i> |
| Perigo, Rose | 94.28 <i>*91.71</i> | 1.01 .98 | W/C lift 9.43/day <i>W/C lift 9.17/day</i> | Van <i>Van</i> |
| Ribblett Corp. | 104.75 178.08 <i>*101.90</i> <i>*173.23</i> | State Formula 104.75/day min 1.75 <i>State Formula</i> <i>101.90/day min</i> <i>1.70</i> | Aide – 36.67/day <i>Aide – 35.67/day</i> | Van <i>Van</i> <i>W/C Van-Bus</i> <i>Van</i> <i>W/C Van-Bus</i> |

****2017-2018 Rates***

CONTRACTOR RATES continued:

| | <u>CBI</u> | <u>Field Trip</u> | <u>Vehicle Type</u> |
|-------------------------|--|--|--|
| Maxwell Trans. Inc. | 26.19/hr *25.48/hr | Negotiate Negotiate | Van-W/C Van Van-W/C Van |
| Maxwell Transit Systems | 26.19/hr 31.43/hr *25.48/hr *30.57/hr | 26.19/hr 31.43/hr 25.48/hr 30.57/hr | Van W/C Van-Bus Van W/C Van-Bus |
| Miller Motor Co. | 2.62/mi + 11.78/hr *2.55/mi + 11.46/hr | 2.62/mi + 11.78/hr 2.55/mi + 11.46/hr | Van Van |
| Ribblett Corp. | 1.88/mi + 12.57/hr 125.70 min 2.20/mi + 12.57/hr 251.41 min *1.83/mi + 12.23/hr *122.28 min *2.14/mi + 12.23/hr *244.56 min | 1.88/mi + 12.57/hr 125.70 min 2.20/mi + 12.57/hr 251.41 min 1.83/mi + 12.23/hr 122.28 min 2.14/mi + 12.23/hr 244.56 min | Van W/C Van/Bus Van W/C Van/Bus |

***2017-2018 Rates**

AGENDA ITEMS APPROVED....On a motion by Ms. Helsel seconded by Ms. Ahlborn and carried by roll call vote, the following Agenda items were approved – Additional Hours, Virtual High School, Agency/Counseling Agreements, Service Agreement, LEA Policies and Procedures, Board Policy#249-Bullying/Cyberbullying, Solicitor Services, Superintendent Conference-2018, Central PA Digital Learning Foundation (CPDLF) Agreement, Executive Director Unused Vacation, and Pennsylvania School Board Association Chairperson.

Roll call vote – yes — Ms. Ahlborn, Mr. Bressler, Mr. Bullington, Dr. Eckley, Ms. Helsel, Ms. Hough, Dr. Miller, Mr. Pataki, Ms. Shaffer, and Ms. Witherite.

EDUCATION PROGRAMS & SERVICES

ADDITIONAL HOURS:

- A.** Approval was given for Jessica Shackley, Vision Support teacher, to work an additional 20 hours beyond the 187 contract days, in order to fulfill IEP requirements to deliver services for preschool students, completing evaluations and for children transitioning from birth to 3.
- B.** Approval was given for April Morealli, School Psychologist, to work a maximum of 6 additional days beyond the 205 contract days, from June 18, 2018, through August 3, 2018, to provide services as requested by Central Cambria School District.
- C.** Approval was given for Megan Skillings, School Psychologist, to work a maximum of 6 additional days beyond the 205 contract days, from June 18, 2018, through August 3, 2018, to provide services as requested by Central Cambria School District.

VIRTUAL HIGH SCHOOL:

Approval was given to enter into a one-year contract with Virtual High School for participation in The Virtual High School (VHS) program, including delivery of VHS online professional development courses and VHS Courses to the Consortium's participating schools at a cost of \$20,250.00 to be paid for by participating districts.

AGENCY/COUNSELING AGREEMENTS:

Approval was given for the continuation of agreements with the following agencies for 2018-2019. The rates represent only the agencies' counseling/therapeutic services provided to participating students. Educational services provided by IU8 to participating students in the Day Treatment programs are not included in these daily rates.

A. APPALACHIAN YOUTH SERVICES:

Day Treatment Program, Ebensburg

Cost: \$97.29 per day for students participating in the 7-12 program

Cost: \$102.85 per day for students participating in the K-6 program

B. EXTENDED FAMILY ACADEMY:

Day Treatment Program, Everett and Hollidaysburg

Cost: \$83.41 per day for students participating in the 7-12 program

Cost: \$86.43 per day for students participating in the K-6 program

C. DR. GLENN KASHURBA:

Approval was given to continue the agreement with Dr. Glenn Kashurba, MD, Child and Adolescent Psychiatrist, to provide consultation to staff, students and families in Intermediate Unit 8 for the school years 2018-2019, 2019-2020, and 2020-2021. The following proposed rates are as follows:

07/01/2018 to 06/30/2019 \$335.00/hour

07/01/2019 to 06/30/2020 \$345.00/hour

07/01/2020 to 06/30/2021 \$355.00/hour

SERVICE AGREEMENT:

Approval was given to enter into a professional services agreement with Capital Area Intermediate Unit to perform Instructional Coach Mentor services within IU8. The maximum amount payable to IU8 to perform these services is \$35,000.00 for a total of 70 days. Travel expenses will also be reimbursed up to \$1,760.00.

LEA POLICIES AND PROCEDURES:

Approval was given to adopt the 2018 LEA Policies and Procedures set forth by the Commonwealth of Pennsylvania's Department of Education as required under Part B of the Individuals with Disabilities Education Act (IDEA).

BOARD POLICY#249 – BULLYING/CYBERBULLYING:

Approval was given to review and approve Board Policy #249 – Bullying/Cyberbullying, without change, as required every three (3) years by PA Safe Schools (white attachment).

EXECUTIVE OFFICE**SOLICITOR SERVICES:**

Approval was given to retain the firm of Barbera, Melvin, Svonavec & Sperlazza, LLP for the 2018-2019 fiscal year at a retainer fee of \$6,500.00, and that the additional work be approved at \$150.00 per hour.

SUPERINTENDENT CONFERENCE – 2018:

- A.** Approval was given to enter into an agreement in the amount of \$10,500.00 with Bartell and Bartell LTD, for training related services at the 2018 Superintendent Conference.
- B.** Approval was given to enter into an agreement with the Omni William Penn Hotel, Pittsburgh, for hotel reservations, training rooms, and meals for the 2018 Superintendent Conference at a cost of approximately \$18,000.00.

CENTRAL PA DIGITAL LEARNING FOUNDATION (CPDLF) AGREEMENT:

Approval was given to continue the management service agreement with the Central Pennsylvania Digital Learning Foundation (CPDLF) beginning July 1, 2018 through June 30, 2023 in the amount of \$240,000.00 per year.

EXECUTIVE DIRECTOR UNUSED VACATION:

Approval was given to rollover the Executive Director's unused vacation days as of June 30, 2018 into the 2018-2019 contract year.

PENNSYLVANIA SCHOOL BOARDS ASSOCIATION CHAIRPERSON:

The Pennsylvania School Boards Association requests every year that all Intermediate Units continue to appoint a Legislative Chairperson to represent the IU8 Board of Directors at county level meetings where briefings on school issues are held for legislators. Additionally, discussion of key issues affecting school boards takes place and county legislative priorities are then selected. The chairperson receives special legislative publications from PSBA to be shared with the entire board. The chairperson is also required to attend the yearly Legislative Policy Council meeting scheduled during the annual PASA/PSBA conference held in the Fall, representing Appalachia Intermediate Unit 8. For voting purposes, the appointed chairperson will be eligible to represent only IU8 and will not be eligible to represent their own school district at the PASA/PSBA Legislative Policy Council meeting. The 2018 PSBA Delegate Assembly will be held on Friday, October 20, 2018. Board action was requested for an appointment for 2018-2019.

AGENDA ITEMS APPROVED....On a motion by Dr. Eckley seconded by Ms. Hough and carried by roll call vote, the following Agenda items were approved – Personnel (B-C), Resignations/Retirements, Leaves of Absence, Recommended to be Hired, Travel, Other Business (A1-4) Memorandum of Cooperation and Summit Public School Certification Program Agreement.

Roll call vote – yes — Ms. Ahlborn, Mr. Bressler, Mr. Bullington, Dr. Eckley, Ms. Helsel, Ms. Hough, Dr. Miller, Mr. Pataki, Ms. Shaffer, and Ms. Witherite.

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. ADDITIONAL DAYS/HOURS WORKED BY EMPLOYEES:

Approved 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 that may be worked from July 1, 2018 through June 30, 2019.

C. ADDITIONAL HOURS/DAYS:

Approved the following IU8 professional employees to work in the Armstrong vs. Kline Extended School Year Program:

Lori Carrier

Autumn Kirsch

RESIGNATIONS/RETIREMENTS:

A. Professional:

Approved the resignation of Hope C. San Filippo, Virtual Learning Facilitator, effective 06/30/2018.

B. Support Staff – Aides:

Approved the resignation of Monica Hall, Hourly Aide – DD – Johnstown City Center Head Start, effective 06/19/2018.

LEAVES OF ABSENCE:

A. Professional:

Approved Unpaid leave for Jessica L. Shackley for 05/22/2018 – ½ Day PM.

B. Support Staff – Other:

Approved change in FMLA leave dates for Fred Boslet effective 07/31/2018 PM through 10/24/2018 AM.

RECOMMENDED TO BE HIRED:

A. Professional:

- 1) Approved hiring Olivia M. Miller, Teacher – SLS, Itinerant – Blair County, 1-B – \$42,919.85, effective 08/01/2018. **(Pending certification and required paperwork)**
- 2) Approved hiring Lindsay N. Stohon, Full-Time Substitute Teacher – SLS, Itinerant – Somerset County, 1-B – \$42,919.85, effective 08/07/2018. **(Pending certification and required paperwork)**

RECOMMENDED TO BE HIRED continued:

A. Professional continued:

- 3) Approved hiring David M. Hann, Technology Services Administrator (NBUCP), Altoona Office, \$64,000.00 (Prorated), effective date to be determined.

(Pending required paperwork)

B. Support Staff – Aides:

- Approved hiring Lori L. Walker, Hourly Aide – DD, Somerset Learning Lamp, \$11.86/hr., Max. of 25 hrs/wk, effective 07/02/2018.

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> |
|---|----------------------|---------------------------|--|-------------------------------|----------------------|------------------------------------|----------------------------------|
| EDUCATION PROGRAMS & SERVICES: | | | | | | | |
| Rita Buhite Curr. Specialist | New Brunswick, NJ | 07/29/18 08/03/18 | CS-TLC Summer Institute | Yes | 6 | Yes | \$535.01 |
| Lori Carrier SLS | Baltimore, MD | 07/18/18 07/22/18 | ASHA Schools | No | 5 | No | \$1,642.10 |
| Dr. Pat Mulroy Supervisor, WOL | Cape Cod, MA | 07/22/18 07/27/18 | Claiming Leadership Conf. | No | 6 | No | \$347.75 |
| Tracy Rains Virtual Learning Spec. | Arlington, VA | 07/22/18 07/27/18 | Summit Learning Summer Training | Yes | 6 | Yes | \$1,282.60 |
| Janel Vancas Dir. of MCL & Curr. | New Brunswick, NJ | 07/29/18 08/03/18 | CS-TLC Summer Institute | Yes | 6 | Yes | \$530.05 |
| <i>Education Programs & Services Budget Total \$4,337.51</i> | | | | | | | |
| EXECUTIVE OFFICE: | | | | | | | |
| Dr. Hobart Harmon Leader of Strat. Adv. | Roseman, MT | 07/31/18 08/04/18 | Symposium for Innovation in Rural Educ. | Yes | 5 | No | \$2,107.63 |

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> |
|--|-------------------------|---------------------------|------------------------------------|-------------------------------|----------------------|------------------------------------|----------------------------------|
| <u>EXECUTIVE OFFICE continued:</u> | | | | | | | |
| Dr. Hobart Harmon Leader of Strat. Adv. | Colorado Springs, CO | 11/28/18 12/02/18 | AESA | Yes | 5 | No | \$2,922.63 |
| Dr. Malynda Maurer Director of Innovation | Arlington, VA | 07/22/18 07/27/18 | Summit Learning Summer Training | No | 6 | No | \$1,220.46 |
| <i>Executive Office Budget Total</i> | | | | | | | <i>\$6,250.72</i> |

SUMMARY OF TRAVEL:

| | |
|---|--------------------------|
| Education Programs & Services Budget Total | \$4,337.51 |
| Executive Office Budget Total | <u>\$6,250.72</u> |
| GRAND TOTAL | \$10,588.23 |

OTHER BUSINESS:**A. SUPPLEMENTAL:****1) SPECIAL EDUCATION PLAN REVISIONS:**

Approval was given to revise the current IU8 Special Education Plan. All additions, deletions or moves of special education programs/positions are contingent upon the approval of the Pennsylvania Department of Education as set forth in the Special Education Plan Revision Notice (SEPRN) process and Chapter 14 of the Pennsylvania School code. The revisions are as follows:

- a) Delete 1.0 FTE of a special education teacher providing learning support, emotional support and educational services to students attending the Children's Aid Home partial hospitalization and day treatment program in Somerset County. Employee affected: Susan Wrabley – seniority date: 9/28/2006.
- b) Change the FTE from 1.0 to 0.5 of a special education teacher providing Multiple Disabilities Support (MDS) at the Bedford Area High School. Employee affected: Erin Myers – seniority date: 8/23/2007.
- c) Add 0.5 FTE of a special education teacher to provide Multiple Disabilities Support (MDS) at the Bedford Area Elementary School.

2) ARMSTRONG vs. KLINE EXTENDED SCHOOL YEAR PROGRAM:

Approved hiring the following ESY Paraeducator at the approved NBUCP rate: Patricia Sheredy (**Pending required paperwork**)

3) DECREASE IN HOURS:

Approved a decrease in hours for David L. Worst, Hourly Aide – LSS, Bloomfield Apartments, from a maximum of 30 hours per week to a maximum of 10 hours per week effective August 27, 2018. His 2018/2019 School Year hourly rate will be \$9.58 as per the Non-Bargaining Unit Compensation Plan.

4) RECOMMENDED TO BE HIRED:

Approved hiring Tanna M. Bowers, Secretary – Altoona Office, \$26,177.85, effective 07/02/2018.

MEMORANDUM OF COOPERATION:

Permission was granted to approve a Memorandum of Cooperation with the Pennsylvania Leadership Development Center to organize the National Mass Customized Learning Summit which will take place from July 18-20, 2018-Penn State University.

SUMMIT PUBLIC SCHOOL CERTIFICATION PROGRAM AGREEMENT:

Approval was given to enter into an Agreement to participate in the Summit Public School Certificate program.

AGENDA ITEM APPROVED...On a motion by Ms. Hough seconded by Ms. Ahlborn and carried by roll call vote, the following Agenda item was approved – Executive Director Salary.

Roll call vote – yes — Ms. Ahlborn, Mr. Bressler, Mr. Bullington, Dr. Eckley, Ms. Helsel, Ms. Hough, Dr. Miller, Mr. Pataki, Ms. Shaffer, and Ms. Witherite.

EXECUTIVE DIRECTOR SALARY:

Approval was given to provide the Executive Director, Dr. Thomas Butler, with a 2.5% increase to his salary for the 2018-2019 contract year.

AGENDA ITEM APPROVED...On a motion by Dr. Miller seconded by Ms. Ahlborn and carried by roll call vote, the following Agenda item was approved – Director of Business Programs and Services.

Roll call vote – yes — Ms. Ahlborn, Mr. Bressler, Mr. Bullington, Dr. Eckley, Ms. Helsel, Ms. Hough, Dr. Miller, Mr. Pataki, Ms. Shaffer, and Ms. Witherite.

DIRECTOR OF BUSINESS PROGRAMS AND SERVICES:

Approval was given that Jason McMillen be employed as Director of Business Programs and Services, pursuant to the IU's Non-Bargaining Unit Compensation Plan for Directors and Assistant Directors (NBUCP) effective August 15, 2018, at a starting annual salary for the 2018-2019 school year of \$95,790.00; appropriately prorated for the balance of the 2018-2019 fiscal school year, and with an annual salary of \$98,663.70 for the 2019-2020 school year, and \$101,623.61 for the 2020-2021 school year, subject to the terms of the NBUCP and assuming he continues to be employed in such position for those years.

AGENDA ITEM APPROVED...On a motion by Ms. Ahlborn seconded by Ms. Helsel and carried by roll call vote, the following Agenda item was approved – Director of Business Programs and Services Per Diem.

Roll call vote – yes — Ms. Ahlborn, Mr. Bressler, Mr. Bullington, Dr. Eckley, Ms. Helsel, Ms. Hough, Dr. Miller, Mr. Pataki, Ms. Shaffer, and Ms. Witherite.

DIRECTOR OF BUSINESS PROGRAMS AND SERVICES PER DIEM:

Approval was given that Jason McMillen, the person the IU is employing by separate action as Director of Business Programs and Services effective August 15, 2018, be employed on a per diem basis during the period from July 1, 2018 through August 14, 2018 at a per diem rate of \$368.40 without benefits, and less usual and customary payroll deductions, with total gross compensation for such period not to exceed \$4,000.00. Days to be worked shall be determined by the Executive Director.

FUTURE MEETINGS...The next Committee/Board Meeting is scheduled for **Thursday, July 26, 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 6:55 p.m. on a motion by Ms. Ahlborn, seconded by Dr. Miller and carried by unanimous voice vote.

Respectfully submitted,

Amy Woomeer, Board Secretary

Thomas Bullington, Board President