

**APPALACHIA INTERMEDIATE UNIT 8
BOARD OF SCHOOL DIRECTORS
ALTOONA, PENNSYLVANIA
MARCH 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, March 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 6:31 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, Dr. Russell Miller, Mr. William Pataki, Mr. Michael Revak, and Ms. Tammy Witherite – 10 – present. Absent – 3 – Mr. Rick Hoover, Ms. Tricia Shaffer and Mr. Ronald Yoder.

OTHERS ATTENDING: Others in attendance were: Ms. Jennifer Anderson, Dr. Malynda Maurer, Ms. Sue Wolf, Ms. Janel Vancas, Ms. Amy Woomer and Ms. Valerie Wyper – Staff

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. Vancas introduced Mr. Shawn Cerully, Special Projects Coordinator, who presented a PowerPoint on the following IU8 programs/services: First Lego League, ATOMS, Quantum Quest, Space Balloon Launch, Scholastic Quiz, Reading Competition, 24 Challenge and Computer Fair.

Dr. Butler congratulated Dr. Mona Eckley for being selected as the 2018 WISE Women of Blair County's Education Honoree.

ADDITIONS, DELETIONS OR CORRECTIONS TO WRITTEN AGENDA OF MARCH 22, 2018: On a motion by Ms. Ahlborn 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 Dr. Miller and seconded by Ms. Hough and carried by voice vote, the minutes of the February 22, 2018 regular meeting, numbered pages 1-7, which were previously distributed to each member, were approved.

AGENDA ITEMS APPROVED...On a motion by Ms. Hough, seconded by Dr. Eckley 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, Mr. Revak, 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 February 2018, included in the March 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 02/01/18 to 02/28/18 as listed on gold summary pages, General Checking Account from 02/12/18 – 03/09/18, as listed on gold summary pages and Online Registration Account from 02/01/18 to 02/28/18 as listed on gold summary pages, which were included in the March 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 February 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 February 2018 were 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 Ms. Hough, seconded by Ms. Ahlborn and carried by roll call vote, the following Agenda items were approved – Bills to be Paid, Additional Driver, Sign Language Services Agreement, WRIKE Subscription, Rain Public Planning Agreement, Makey Makey Invention Literacy Movement for Educators, ReadyRosie Contract, Proposed Working Calendar for School Year 2018-2019, Leaves of Absence, Recommended to be Hired, and Day-to-Day Substitutes.

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

ADDITIONAL DRIVERS:

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

Contractor:

Maxwell Trans Inc.
Perigo, Rose

Driver:

Cox, Kevin
Vranich, Terry

EDUCATION PROGRAMS & SERVICES**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, beginning March 6, 2018 through May 31, 2018, at a rate of \$60.00 per 60-minute unit.

WRIKE SUBSCRIPTION:

Approval was given to renew an annual business subscription with WRIKE, a Project Management Software, at a total cost not to exceed \$7,000.00 for 25 user accounts.

RAIN PUBLIC PLANNING AGREEMENT:

Approval was given to enter into an agreement with Rain Public Planning to provide a School Safety Threat Assessment Training in April 2018 for Region 6 (IU8, IU10, and IU11) at a cost not to exceed \$5,000.00. This training is grant funded through Statement of Work for Safe School Support.

MAKEY MAKEY INVENTION LITERACY MOVEMENT FOR EDUCATORS:

Approval was given to enter into a two-year training partnership agreement with Makey Makey, LLC. IU8 will be the host site for the workshops and agrees to train 60 educators each year. Educators can include traditional classroom teachers and nontraditional educators, such as homeschool educators, YMCA staff, Boys & Girls Clubs staff, Girl/Boy Scout leaders, public libraries, etc.

READYROSIE CONTRACT:

Approval was given to enter into a contract with ReadyRosie, an evidence-informed and research-based family engagement and early learning resource. IU8 will purchase extended access for three elementary schools, within the IU8 service area, through August 31, 2019, as well as a full day (up to 4 sessions) of professional development. Costs will not exceed \$8,800.00 and will be paid through the Title I Rural Capacity Building Consortium.

EXECUTIVE OFFICE**PROPOSED WORKING CALENDAR FOR SCHOOL YEAR 2018-2019:**

Approval was given for adoption of the proposed 2018-2019 working calendar included with the agenda (white attachment).

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.

LEAVES OF ABSENCE:**Support Staff – Other:**

- 1) Approved FMLA leave, without pay, for Susan D. Wolf, Executive Secretary for the Executive Offices, effective 03/08/2018, intermittent for a maximum of 60 days.
- 2) Approved FMLA leave, without pay, for Ellen C. Koontz, Administrative Assistant for Special Projects, intermittent upon exhaustion of accrued leave for a maximum of 60 days.
- 3) Approved Unpaid leave, for Polly J. Simmons, Hourly Interpreter, for 1.5 days 03/28/2018 and 03/29/2018 ½ AM.

RECOMMENDED TO BE HIRED:**Professional:**

Approved hiring Alyssa M. Clark, Teacher – SLS, Itinerant – Somerset County, 1-B – \$42,285.85 (Prorated), effective 05/07/2018. **(Pending required paperwork)**

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

Approved Gina M. Bruce – Emergency All Instructional Areas PK-12 **(Pending required paperwork)**

B. Support Staff – Aides:

Approved Deborah Young **(Pending required paperwork)**

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 – Travel and Other Business (A1-8).

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

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:							
Olivia Flick Speech Therapist	Breinigsville	07/19/18 07/22/18	SOS Approach to Feeding Conference	Yes	4	No	\$1,479.71
Sue Ellen Foster OT	Breinigsville	07/18/18 07/22/18	SOS Approach to Feeding Conference	No	5	No	\$1,553.28
Emily Kleman Speech Pathologist	Breinigsville	07/18/18 07/22/18	SOS Approach to Feeding Conference	Yes	5	No	\$1,660.14
Cindy Letso OTR/L	Breinigsville	07/18/18 07/22/18	SOS Approach to Feeding Conference	Yes	5	No	\$1,560.84
Susan Knarr Supervisor	Pocono Manner	04/23/18 04/25/18	EI Leadership Conference	No	3	No	\$607.25
Dr. Pat Mulroy Supervisor WOL	Seattle, WA	04/12/18 04/15/18	Revitalizing our Institutions from Within	Yes	4	Yes	\$0.00
Dr. Pat Mulroy Supervisor WOL	Hershey	05/06/18 05/08/18	2018 PASA Women's Caucus	No	3	No	\$936.25
Carly Raymond SLS Teacher	Breinigsville	07/19/18 07/22/18	SOS Approach to Feeding Conference	Yes	4	No	\$1,493.00
Education Programs & Services Budget Total							\$9,290.47

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:</u>							
Dr. Malynda Maurer Director of Innovation	Hershey	04/29/18 05/02/18	PAFPC Conf.	No	4	No	\$1,316.76
<i>Executive Office Budget Total \$1,316.76</i>							

SUMMARY OF TRAVEL:

Education Programs & Services Budget Total	\$9,290.47
Executive Office Budget Total	<u>\$1,316.76</u>
GRAND TOTAL	\$10,607.23

OTHER BUSINESS:**A. SUPPLEMENTAL:**1) **VEHICLE DISPOSAL:**

Approval was given to dispose of one 2001 Chevy Pickup Truck and one 2004 Ford Student Vehicle. These vehicles are at the end of their useful life.

2) **TRAVEL:**

a) Approval was given for Julie Della, Supervisor, to attend the EI Leadership Conference in Pocono Manor from April 23-25, 2018 at a cost of approximately \$584.00 for lodging, travel and meals.

b) Approval was given for Janel Vancas, Director of MCL & Curriculum, to attend the Annual PAFPC Conference in Hershey from April 29-May 2, 2018 at a cost of approximately \$1,225.63 for registration, lodging, travel and meals.

3) **PARKING LOT LEASE:**

Approval was given to lease parking lot space at the Altoona Executive Office to the City of Altoona for \$200.00 a month starting April 14, 2018. This lease is for a period of one year and then will revert to month-to-month.

4) **ADDITIONAL HOURS:**

Approval was given for Amanda Montenaro to work an additional 3 hours on April 12, 2018, to provide child care during a family engagement literacy event.

5) **AFFINITI – IU8 WAN AGREEMENT:**

Approval was given to enter into a 36-month service agreement with Affiniti for the IU8 Wide Area Network service and dedicated Internet access for three participating school entities effective July 1, 2018. The IU serves as the contract holder for the school districts.

6) **COMCAST CABLE COMMUNICATIONS MANAGEMENT, LLC:**

Approval was given to enter into a 36-month service agreement with Comcast Cable Communications Management, LLC for the IU8 Wide Area Network service and dedicated Internet access for seventeen participating school entities effective July 1, 2018. The IU serves as the contract holder for the school districts.

7) **AFFINITI DIA SERVICES:**

Approval was given to enter into a 36-month service agreement with Affiniti for Dedicated Internet Access (DIA) Services for IU8 at an annual cost not to exceed \$8,040.00 effective July 1, 2018. The cost listed reflects the cost before the e-rate discount.

8) **AFFINITI INTRA WAN SERVICES:**

Approval was given to enter into a 36-month service agreement with Affiniti for INTRA WAN Services for IU8 at an annual cost not to exceed \$66,720.00 effective July 1, 2018. The cost listed reflects the cost before the e-rate discount.

FUTURE MEETINGS...The next Committee/Board Meeting is scheduled for **Thursday, April 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 6:34 p.m. on a motion by Ms. Ahlborn, seconded by Ms. Helsel and carried by unanimous voice vote.

Respectfully submitted,

Amy Woomer, Board Secretary

Thomas Bullington, Board President

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