

**APPALACHIA INTERMEDIATE UNIT 8
BOARD OF SCHOOL DIRECTORS
ALTOONA, PENNSYLVANIA
MAY 24, 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, May 24, 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: Mr. Brian Bressler, Ms. Tracy Helsel, Mr. Rick Hoover, Ms. Kathy Hough, Mr. William Pataki, Dr. Russell Miller, Mr. Michael Revak, Ms. Tricia Shaffer, and Ms. Tammy Witherite – 10 – present. Absent – 3 – Ms. Cynthia Ahlborn, Dr. Mona Eckley, and Mr. Ronald Yoder.

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

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

EXECUTIVE DIRECTOR'S UPDATE:

Ms. Amy Woomer and Ms. Elissa Ferry presented information on the IU8 BRIDGE program and their upcoming graduation ceremony.

ADDITIONS, DELETIONS OR CORRECTIONS TO WRITTEN AGENDA OF MAY 24, 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 a noted correction to Item#17 – Page 4.

MINUTES: On a motion by Mr. Hoover and seconded by Ms. Hough and carried by voice vote, the minutes of the April 26, 2018 regular meeting, numbered pages 1-13, which were previously distributed to each member, were approved.

EXECUTIVE SESSION:

An Executive Session was held during the Committee Meeting, May 24, 2018, Altoona Office Board Room, from 6:01 p.m. to 6:06 p.m. to discuss personnel items.

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, Listing of Bills, Bills to be Paid, Dental Renewal Rate, and Hospitalization Rates:

Roll call vote – yes — Mr. Bressler, Mr. Bullington, Ms. Helsel, Mr. Hoover, Ms. Hough, Dr. Miller, Mr. Pataki, Mr. Revak, 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 April 2018, included in the May 24, 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 04/01/18 to 04/30/18 as listed on gold summary pages, General Checking Account from 04/16/18 – 05/11/18, as listed on gold summary pages and Online Registration Account from 04/01/18 to 04/30/18 as listed on gold summary pages, which were included in the May 24, 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 April 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 April 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.

DENTAL RENEWAL RATE:

Approval was given to establish the 2018-2019 dental premium at \$56.30 per composite unit. The COBRA rate will include an additional 2% for processing. The 2017-2018 rate was \$48.50.

HOSPITALIZATION RATES:

Approval was given to establish the 2018-2019 hospitalization premium by increasing the 2017-2018 rates by 10%. The COBRA rate will include an additional 2% for processing.

AGENDA ITEMS APPROVED....On a motion by Mr. Revak seconded by Dr. Miller and carried by roll call vote, the following Agenda items were approved – Contracted Services, Early Intervention Letters of Agreement, Agreements, Early Intervention Memorandums of Understanding, Early Intervention Service Agreements, Early Intervention Special Education Plan Submission, STEM Collaborative Summer Program, Empower Learning, LLC, MCL Maine Consortium, and Board of Directors Meeting Dates for 2018-2019.

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

EDUCATION PROGRAMS & SERVICES

CONTRACTED SERVICES:

- A.** Approval was given for the continuation of contracted services with Terry Tallman, MSN, CRNP for IEP and Permission to Evaluate reviews of ACCESS claims during the 2018-2019 program year for school districts participating in the consortium. Payments for services at a rate of \$7.50 per IEP and \$2.50 per Permission to Evaluate for Initial Evaluation, not to exceed a total maximum of \$11,000.00.
- B.** Approval was given for the continuation of contracted services with Dr. Ajay Singh, MD, to review student IEPs for Personal Care Aide services and medically authorize ACCESS claims for said services during the 2018-2019 program year for school districts participating in the consortium. Payment for services at a rate of \$10.00 per IEP, not to exceed a total maximum of \$1,000.00
- C.** Approval was given for the continuation of contracted services with Terry Tallman, MSN, CRNP for IEP and Permission to Evaluate reviews of ACCESS claims during the 2018-2019 program year for Appalachia Intermediate Unit 8. Payments for services at a rate of \$7.50 per IEP and \$2.50 per Permission to Evaluate for Initial Evaluation, not to exceed a total maximum of \$11,000.00.
- D.** Approval was given for the continuation of contracted services with Dr. Ajay Singh, MD, to review student IEPs for Personal Care Aide services and medically authorize ACCESS claims for said services during the 2018-2019 program year for Appalachia Intermediate Unit 8. Payment for services at a rate of \$10.00 per IEP, not to exceed a total maximum of \$1,000.00.
- E.** Approval was given to enter into an independent contract agreement with Dr. Liz Katrancha, Assistant Professor at the University of Pittsburgh-Johnstown, to author two Eduplanet21 learning paths to serve the professional learning needs of the Valley Network and other schools that may request similar training, at a cost not to exceed \$3,000.00.
- F.** Approval was given to enter into an independent contract agreement with Dr. Talisha Lee to provide training on Student Threat Assessment Guidelines, at a cost not to exceed \$3,500.00. This training will build capacity for school districts to prevent, prepare, and respond to student threats of violence.
- G.** Approval was given to contract with St. Francis University to provide lunch/refreshments for the August Institute 2018 which will be held on August 7 and 8, 2018, at a cost not exceed \$6,000.00.

EARLY INTERVENTION LETTERS OF AGREEMENT:

Approval was given to affirm agreements with the following agencies for SY 2018-2019:

Bedford County Local Interagency Coordinating Council (LICC)
 Blair County Local Interagency Coordinating Council (LICC)
 Cambria County Local Interagency Coordinating Council (LICC)
 Huntingdon County Local Interagency Coordinating Council (LICC)
 Somerset County Local Interagency Coordinating Council (LICC)

AGREEMENTS:

Approval was given to continue the Agreements of Participation/Affiliation so IU8 may serve as an intern and practicum site for Graduate Level Psychology, Special Education Supervisor, and Social Work Programs; and to provide observations, field experiences, internships, student teaching, and learning opportunities for students in Education, Nursing, Occupational Therapy (OT), and Physical Therapy (PT) with the following colleges and universities:

Allegany College of Maryland	Missouri State University
Bloomsburg University of Pennsylvania	Mount Aloysius College
California University of Pennsylvania	The Pennsylvania State University
Carlow University	Robert Morris University
Clarion University of Pennsylvania	Saint Francis University
Drexel University	Saint Vincent College
Duquesne University	Shenandoah University
Edinboro University of Pennsylvania	Slippery Rock University of Pennsylvania
Grand Canyon University	University of Pittsburgh
Indiana University of Pennsylvania	University of Pittsburgh at Johnstown

EARLY INTERVENTION MEMORANDUMS OF UNDERSTANDING:

Approval was given to enter into a Memorandum of Understanding from July 1, 2018 through June 30, 2019 with the following Agencies:

Bedford/Fulton Head Start
 Child Advocates of Blair County, Inc.
 Community Action Partnership of Cambria County Early Childhood Programs
 Huntingdon County Head Start
 Somerset County Head Start

EARLY INTERVENTION SERVICE AGREEMENTS:

Approval was given to continue the agreement with county and/or agency infant/toddler programs for preschool children who are transitioning from DPE programs or recommended for continuation with agency programs as per their IEP. Payment for services is contingent upon the availability of Early Intervention funding. The 2018-2019 agencies and rates for 15-minute units are as follows:

EARLY INTERVENTION SERVICE AGREEMENTS continued:Southern Alleghenies SMG

Hearing Services - \$32.65

Vision Services - \$32.65

Bedford/Somerset Developmental and Behavioral Health Services

Hearing Services - \$34.70

Vision Services - \$34.70

EARLY INTERVENTION SPECIAL EDUCATION PLAN SUBMISSION:

Approval was given to authorize staff to submit the Intermediate Unit's *Early Intervention Assurance for the Operation of Special Education Services and Programs* for program year 2018-2019.

STEM COLLABORATIVE SUMMER PROGRAM:

Approval was given to partner with the Blair County Chamber of Commerce and eight Blair County High Schools to facilitate the STEM Collaborative Summer Program for Blair County High School Students. All costs will be supported through local businesses and student registration fees.

EMPOWER LEARNING, LLC:

Approval was given to enter into a partnership agreement with Empower Learning LLC. Costs will be covered by school district participation.

MCL MAINE CONSORTIUM:

Approval was given to enter into an MOU agreement with the Maine Cohort for Customized Learning. The duration of the MOU will be for five years and membership costs will be covered by each participating school district.

EXECUTIVE OFFICE**BOARD OF DIRECTORS MEETING DATES FOR 2018-2019:**

Approval was given to advertise in all four counties' newspapers (Bedford, Blair, Cambria and Somerset) the following 2018-2019 schedule of the Appalachia Intermediate Unit 8 Board of Directors Committee and regular Board meetings (per Sunshine Law requirements). The meetings are held the fourth Thursday of each month, with the exception of November and December. A single meeting will be held the second Thursday of December, combining the November and December meetings (white attachment).

JULY 26, 2018**AUGUST 23, 2018****SEPTEMBER 27, 2018****OCTOBER 25, 2018****NOVEMBER – NO MEETING****DECEMBER 13, 2018****JANUARY 24, 2019****FEBRUARY 28, 2019****MARCH 28, 2019****APRIL 25, 2019****MAY 23, 2019****JUNE 27, 2019**

AGENDA ITEMS APPROVED....On a motion by Ms. Hough seconded by Mr. Hoover and carried by roll call vote, the following Agenda items were approved – Personnel (B-C), Resignations and Retirements, Leaves of Absence, Travel, and Other Business (A1-10).

Roll call vote – yes — Mr. Bressler, Mr. Bullington, Ms. Helsel, Mr. Hoover, Ms. Hough, Dr. Miller, Mr. Pataki, Mr. Revak, 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. FRONTLINE TECHNOLOGIES GROUP, LLC:

Approval was given to continue the Agreement with Frontline Technologies Group, LLC for Aesop services July 1, 2018 through June 30, 2019 at a cost of \$7,023.44.

C. ADDITIONAL HOURS/DAYS:

- 1) Approved the following IU 8 professional employee to work in the Armstrong vs. Kline Extended School Year Program:
Marilyn Neal
- 2) Approval was given for Karen Betker and Lori Walker, paraeducators, to work one additional hour to provide assistance with children during preschool graduation in May 2018.
- 3) Approval was given for Jennifer Link, Occupational Therapist, to work an additional 15 hours in July 2018 to provide Extended School Year services for Greater Johnstown School District students.

RESIGNATIONS/RETIREMENTS:

A. Professional:

Approved the resignation of Valerie L. Wyper, Director of Business Programs and Services –Altoona Office, effective the Close of Business 07/13/2018.

B. Support Staff – Other:

Approved the resignation of Erin D. Kelley, Hourly Custodian – Treasure Times, Ebensburg, effective 05/07/2018.

LEAVES OF ABSENCE:

A. Professional:

Approval was given for a change in FMLA leave dates for Melissa A. Erzal effective 05/14/2018 PM through 05/29/2018.

B. Support Staff – Other:

Approved FMLA leave for Fred Boslet, Custodian, effective 07/26/2018 through 10/18/2018.

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	Clarion	06/14/18 06/14/18	Educ. Leadership Conference	No	1	Yes	\$169.84
Rita Buhite Curr. Specialist	Harrisburg	06/25/18 06/28/18	PA Computer Science for All	Yes	4	Yes	\$530.52
Brenda Calhoun Curr. Specialist	Clarion	06/14/18 06/14/18	Educ. Leadership Conference	No	1	Yes	\$187.70
Tracy Rains Virtual Learning Specialist	Clarion	06/14/18 06/14/18	Educ. Leadership Conference	No	1	Yes	\$177.70

Education Programs & Services Budget Total \$1,065.76

SUMMARY OF TRAVEL:

Education Programs & Services Budget Total	<u>\$1,065.76</u>
GRAND TOTAL	<u>\$1,065.76</u>

OTHER BUSINESS:

A. SUPPLEMENTAL:

1) **VISION RENEWAL RATES:**

Approval was given to establish the 2018-2019 vision premium at the rates indicated on the attachment provided by the Reschini Group. The COBRA rate will include an additional 2% for processing. These rates remain unchanged from 2017-2018 (white attachment).

2) **ADDITIONAL DRIVER:**

Approval of the following additional contracted transportation driver is requested for the 2017-2018 school year.

Contractor:

Kountry Kids

Driver:

Boyer, Catherine

3) **ADDITIONAL HOURS:**

a) Approval was given for Melanie Mergen, Speech/Language Therapist, 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 Katharine Ruhlman, Hearing Impaired Support Teacher, to work a maximum of 40 hours from June 4, 2018 through August 17, 2018 to provide Birth to 3 services as requested by the Infant/Toddler Program.

4) **TECHNOLOGY:**

Approval was given to enter into a contract with Comcast to establish a fail-over for internet service at the Park Street Office at a cost not to exceed \$284.65 per month for 3 years.

5) **ADDITIONAL HOURS/DAYS:**

Approved the following IU 8 professional employee to work in the Armstrong vs. Kline Extended School Year Program:
Shila Matson

6) **ARMSTRONG vs. KLINE EXTENDED SCHOOL YEAR PROGRAM:**

Approved hiring the following ESY Paraeducators at the approved NBUCP rate:
Katherine Andrews (**Pending required paperwork**)
Ericka Wombacher

7) **STEM COLLABORATIVE SUMMER PROGRAM:**

Approved hiring the following STEM Collaborative Summer Program Instructors (**Pending required paperwork**) at \$30.00/hour effective 07/16/2018:

<u>Name</u>	<u>Total Hours</u>	<u>Total Pay</u>
Linda Hilling	32.5	\$975.00
Travis Martin	32.5	\$975.00
Jessica Miller	32.5	\$975.00

OTHER BUSINESS continued:**A. SUPPLEMENTAL continued:**8) **SUPPORT VACANCY:**

Approval was given for Brenda A. Shaffer to fill the Secretarial position due to the resignation of Donna L. Shank, effective 05/25/2018 at a prorated salary of \$30,106.77.

9) **RESIGNATIONS/RETIREMENTS:**

Approved the resignation of Nancy B. Burket, Secretary – Altoona Office, effective the Close of Business 07/06/2018.

10) **LEAVES OF ABSENCE:**

Approved unpaid leave for Beth LaVanish Geist, Teacher, for 05/17/2018.

FUTURE MEETINGS...The next Committee/Board Meeting is scheduled for **Thursday, June 28, 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 6:40 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

sdw