

**APPALACHIA INTERMEDIATE UNIT 8  
BOARD OF SCHOOL DIRECTORS  
ALTOONA, PENNSYLVANIA  
MAY 28, 2020  
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 28, 2020. 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 6:32 p.m. by the Board President, Mr. Thomas Bullington, with the following additional board members present: Ms. Kathy Burch, Dr. Kamal Gella, Ms. Kathy Hough, Ms. Nora Hrubochak, Mr. Ron Johnston, Mr. William Pataki, Mr. Marion Pheasant, Mr. Michael Revak, Mr. William Rievel, Ms. Linda Smith, and Ms. Tammy Witherite – 12 – present; 1 absent – Mr. Galen George.

**OTHERS ATTENDING:** Others in attendance were: Ms. Jennifer Anderson, Dr. Thomas Butler, Dr. Malynda Maurer, Mr. Jason McMillen, Ms. Karlie Shook, Ms. Janel Vancas, Ms. Sue Wolf, and Dr. Amy Woomer – Staff. Mr. Sam Clapper – Solicitor.

**VISITORS:** Ms. Connie Way ESPA/PSEA/NEA Representative was present. The press was not in attendance.

**EXECUTIVE DIRECTOR'S UPDATE:**

Dr. Butler presented information on redesigning schools as a result of the Covid-19 crisis.

**ADDITIONS, DELETIONS OR CORRECTIONS TO WRITTEN AGENDA OF MAY 28, 2020:** On a motion by Ms. Hough and seconded by Mr. Pheasant and carried by unanimous voice vote, the written Agenda as well as the supplemental were approved.

**MINUTES:** On a motion by Ms. Hough and seconded by Mr. Pheasant and carried by voice vote, the minutes of the April 23, 2020 regular meeting, numbered pages 1-6, which were previously distributed to each member, were approved.

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

Roll call vote – yes – Mr. Thomas Bullington, Ms. Kathy Burch, Dr. Kamal Gella, Ms. Kathy Hough, Ms. Nora Hrubochak, Mr. Ron Johnston, Mr. William Pataki, Mr. Marion Pheasant, Mr. Michael Revak, Mr. William Rievel, Ms. Linda Smith and Ms. Tammy Witherite.

\*Dr. Gella abstained from voting on Highmark & Subsidiaries under the Listing of Bills item.

**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 2020, included in the May 28, 2020 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 04/01/20 – 04/30/20 as listed on gold summary pages, General Checking Account from 04/20/20 – 05/15/20, as listed on gold summary pages and Online Registration Account from 04/01/20 – 04/30/20 as listed on gold summary pages, which were included in the May 28, 2020 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 reports to the Board on the securities presently held and the record of investments for April 2020 was filed with the Supplemental to Official Minutes for final audit.
- 2) Budget Summary Report – The detailed fiscal reports, pages 1-61, General Fund, Special Revenue Funds, Capital Projects Fund, Enterprise Funds and Internal Service Funds for April 2020 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 Mr. Revak seconded by Mr. Pheasant and carried by roll call vote, the following Agenda items were approved – Bills to be Paid, Dental Renewal Rate, Hospitalization Rates, Vision Renewal Rates, Transportation Contract Memorandums of Understanding, Agreement, Early Intervention Service Agreements, Early Intervention Letters of Agreement, Early Intervention Memorandums of Understanding, Contracted Services, Early Intervention Special Education Plan Submission, Frontline Technologies Group, LLC., Additional Hours/Days, Position Description, Resignations and Retirements, Leaves of Absence, Recommended to be Hired, and 2020 Virtual Atoms Summer Program:**

Roll call vote – yes – Mr. Thomas Bullington, Ms. Kathy Burch, Dr. Kamal Gella, Ms. Kathy Hough, Ms. Nora Hrubochak, Mr. Ron Johnston, Mr. William Pataki, Mr. Marion Pheasant, Mr. Michael Revak, Mr. William Rievel, Ms. Linda Smith and Ms. Tammy 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.

**DENTAL RENEWAL RATE:**

Approval was given to establish the 2020-2021 dental premium at \$55.74 per composite unit. The COBRA rate will include an additional 2% for processing. The 2019-2020 rate was \$64.10.

**HOSPITALIZATION RATES:**

Approval was given to establish the 2020-2021 hospitalization premium by increasing the 2019-2020 rates by 8%. The COBRA rate will include an additional 2% for processing.

**VISION RENEWAL RATES:**

Approval was given to establish the 2020-2021 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 2019-2020 (purple attachment).

**TRANSPORTATION CONTRACT MEMORANDUMS OF UNDERSTANDING:**

Approval was given to approve the seven agreements for payment of the transportation contractors during the COVID-19 pandemic for the period of March 16, 2020 through June 30, 2020 per PA Act 13 of 2020.

**EDUCATION PROGRAMS & SERVICES****AGREEMENT:**

Approval was given to continue the Agreements of Participation/Affiliation, and renew annually, to 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  
Bloomsburg University of Pennsylvania  
California University of Pennsylvania  
Carlow University  
Clarion University of Pennsylvania  
Drexel University  
Duquesne University  
Edinboro University of Pennsylvania  
Frostburg State University  
Grand Canyon University  
Indiana University of Pennsylvania

Missouri State University  
Mount Aloysius College  
The Pennsylvania State University  
Robert Morris University  
Saint Francis University  
Saint Vincent College  
Shenandoah University  
Slippery Rock University of Pennsylvania  
University of Pittsburgh  
University of Pittsburgh at Johnstown

**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 2020-2021 agencies and rates for 15-minute units are as follows:

Southern Alleghenies SMG

Hearing Services - \$33.55

Vision Services - \$33.55

Bedford/Somerset Developmental and Behavioral Health Services

Hearing Services - \$33.55

Vision Services - \$33.55

**EARLY INTERVENTION LETTERS OF AGREEMENT:**

Approval was given to affirm agreements with the following agencies for SY 2020-2021:

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)

**EARLY INTERVENTION MEMORANDUMS OF UNDERSTANDING:**

Approval was given to enter into a Memorandum of Understanding from July 1, 2020 through June 30, 2021 between Appalachia Intermediate Unit 8 and 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

**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 school age ACCESS claims during the 2020-2021 program year for school districts participating in the consortium. Payments for services at a rate of \$9.00 per IEP and \$3.00 per Permission to Evaluate for Initial Evaluation, not to exceed a total maximum of \$13,000.00.
- B.** Approval was given for the continuation of contracted services with Dr. Ajay Singh, MD, to review student IEPs for PCA services and medically authorize school age ACCESS claims for said services during the 2020-2021 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.

**CONTRACTED SERVICES continued:**

- C.** Approval was given for the continuation of contracted services with Terry Tallman, MSN, CRNP for IEP and Permission to Evaluate reviews of early intervention/preschool ACCESS claims during the 2020-2021 program year for IU8. Payment for services at a rate of \$9.00 per IEP, \$3.00 per Permission to Evaluate for Initial Evaluation, and \$1.00 per Prescription, not to exceed a total maximum of \$15,000.00.
- D.** Approval was given for the continuation of contracted services with Dr. Ajay Singh, MD, to review student IEPs for PCA services and medically authorize early intervention/preschool ACCESS claims for said services during the 2020-2021 program year for IU8. Payment for services at a rate of \$10.00 per IEP, not to exceed a total maximum of \$1,000.00.

**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 2020-2021.

**FRONTLINE TECHNOLOGIES GROUP, LLC:**

Approval to continue the Agreement with Frontline Technologies Group, LLC for Aesop services July 1, 2020 through June 30, 2021 at a cost of \$7,879.56.

**ADDITIONAL HOURS/DAYS:**

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

Kimberly Batdorf	Shannon Koss
Holly Berkebile	Jamie Lewis
Wendy Black	Olivia Marabito
Elizabeth Caton	Marianne Oettinger
Amy Clouser	Kimberly Parker
Allena Davis	Marcy Repine
Melissa Fleming	Emily Ritchey
Beth Geist	Deirdra Romano
Janis Gerney	Lindsay Stohon
Samantha Hartland	Melanie Trybus
Mary Hershberger	Heidi Wadlinger

**POSITION DESCRIPTION, First Read:**

Approval was given for a first reading of the following position description (salmon attachment):

New Position, Project Manager (Grant Funded)

**RESIGNATIONS/RETIREMENTS:**

- A.** Approved the resignation of William J. Batzel, Reading Specialist – Non-Public, Itinerant – Cambria County, effective the Close of Business 06/02/2020.
- B.** Approved the resignation of Christina D. Rhodes, Teacher – DD, Altoona Alliance Preschool, effective the Close of Business 07/31/2020.
- C.** Approved the resignation of Melanie M. Monticue, Teacher – SLS, Itinerant – Somerset County, effective 08/21/2020.
- D.** Approved the resignation of Janet M. Simanski, Teacher – SLS, Itinerant – Cambria County, effective 08/23/2020.

**LEAVES OF ABSENCE:**

- A.** Approved FMLA leave, without pay, for Employee ID 5680, effective 06/12/2020 at 2:15 PM through 06/16/2020.
- B.** Approved FMLA leave, without pay, for Employee ID 5825, effective upon exhaustion of accrued leave through 05/29/2020.
- C.** Approved FMLA leave, without pay, for Employee ID 5522, effective 06/10/2020 PM through the exhaustion of 60 days. **(Pending required paperwork)**

**RECOMMENDED TO BE HIRED:****WORLD OF LEARNING INSTITUTE:**

Approval was given to hire the following individuals as Virtual Learning Facilitators for the World of Learning Institute per student/per course rate of \$50.00-\$275.00 depending on the virtual learning model specified by the course.

- A.** WanTzu (Katrina) Chen, Chinese **(Pending required paperwork)**
- B.** Caroline Robinson, Arabic **(Pending Emergency Certification and required paperwork)**
- C.** Savant Shrestha, Spanish and Portuguese **(Pending Emergency Certification and required paperwork)**

**2020 VIRTUAL ATOMS SUMMER PROGRAM:**

Approval was given to hire the following instructors for the 2020 Virtual ATOMS Summer program at a rate of \$150.00 per weekly course (program runs 5 weeks). In addition, each instructor will receive \$100.00 for required professional development.

Amanda Dutchcot	Derek Trimmer
Jessica Hetrick	Cortney Tyger
Mindy Jani	Todd Wallace
Samantha Lavan	John Wessner
Paul Longwell	Lauren Wharton
Joshua McClelland	Nathaniel Wharton
Stephanie McClelland	

**AGENDA ITEMS APPROVED....On a motion by Mr. Revak seconded by Mr. Pheasant and carried by roll call vote, the following Agenda items were approved – Board of Directors Meeting Dates for 2020-2021, StrongMind Agreement, Other Business (A1), Assistant Director of Business Services Job Description, and Assistant Director of Business Services Salary Adjustment:**

Roll call vote – yes – Mr. Thomas Bullington, Ms. Kathy Burch, Dr. Kamal Gella, Ms. Kathy Hough, Ms. Nora Hrubochak, Mr. Ron Johnston, Mr. William Pataki, Mr. Marion Pheasant, Mr. Michael Revak, Mr. William Rievel, Ms. Linda Smith and Ms. Tammy Witherite.

## **EXECUTIVE OFFICE**

### **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.

### **BOARD OF DIRECTORS MEETING DATES FOR 2020-2021:**

Approval was given to advertise in all four counties' newspapers (Bedford, Blair, Cambria and Somerset) the following 2020-2021 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 23, 2020**

**AUGUST 27, 2020**

**SEPTEMBER 24, 2020**

**OCTOBER 22, 2020**

**NOVEMBER – NO MEETING**

**DECEMBER 10, 2020**

**JANUARY 28, 2021**

**FEBRUARY 25, 2021**

**MARCH 25, 2021**

**APRIL 22, 2021**

**MAY 27, 2021**

**JUNE 24, 2021**

### **STRONGMIND AGREEMENT:**

Approval was given to enter into an agreement with StrongMind to purchase online content for IU8 programs. The content will be used for students and school districts in various online programs. The term is for three years of content for a total of \$36,000.00.

**IU8 GENERAL FUND OPERATING BUDGET AND BALLOT RESULTS – For Information Only:**

**A. 2020-2021 IU8 GENERAL FUND OPERATING BUDGET REPORT:**

The report on proportionate votes by individual school board members regarding the IU8 General Fund Operating Budget for 2020-2021 in the amount of \$4,462,058.24 is as follows:

School Districts reporting 29	Proportionate Yes Votes 537
School Districts approving 29	Proportionate No Votes 0
School Districts not approving 0	

There are 693 proportionate total weighted votes for the 35 school districts in IU8. 347 proportionate yes votes are needed for passage of the IU8 General Fund Operating Budget.

**B. BALLOT RESULTS:**

REGION	NOMINEES/DISTRICT	PROPORTIONATE YES VOTES	TERM
I	Kathy Burch, <i>Bellwood-Antis</i>	430	2020-2023
IV	Ron Johnston, <i>Altoona Area</i>	422	2020-2023
VII	Stephen Thompson, <i>Ferndale Area</i>	428	2020-2023
IX	Kathy Hough, <i>Portage Area</i>	422	2020-2023

*All above nominees have been elected to serve on the IU8 Board, with new terms beginning July 1, 2020.*

**OTHER BUSINESS:**

**A. SUPPLEMENTAL:**

**1. FRONTLINE TECHNOLOGIES GROUP, LLC (additional purchase):**

Approval was given to purchase Frontline Central Solution, Recruiting & Hiring Solution software at a cost not to exceed \$30,000.00 for first year of adoption and implementation. This cost includes both project management for initial training and support for implementation and one year of Applicant Tracking software (recruiting & hiring) and Central Solution software (employee onboarding and employee records management system).

**ASSISTANT DIRECTOR OF BUSINESS SERVICES JOB DESCRIPTION:**

Approval was given to revise the Assistant Director of Business Services job description to reflect current needs of IU8.

**ASSISTANT DIRECTOR OF BUSINESS SERVICES SALARY ADJUSTMENT:**

Approval was given to make a salary adjustment for Ms. Karlie Shook to \$80,000.00 effective July 1, 2020.

**FUTURE MEETINGS...**The next Committee/Board Meeting is scheduled for **Thursday, June 25, 2020**, 4500 6<sup>th</sup> 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 6:37 p.m. on a motion by Mr. Revak seconded by Ms. Hough and carried by unanimous voice vote.

Respectfully submitted,

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Dr. Amy Woomer, Board Secretary

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Thomas Bullington, Board President

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