

**APPALACHIA INTERMEDIATE UNIT 8
BOARD OF SCHOOL DIRECTORS
ALTOONA, PENNSYLVANIA
JUNE 25, 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, June 25, 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 6:39 p.m. by the Board President, Mr. Thomas Bullington, with the following additional board members present: Ms. Kathy Burch, Dr. Kamal Gella, Mr. Galen George, Ms. Kathy Hough, Ms. Nora Hrubochak, Mr. Ron Johnston, Mr. Marion Pheasant, Mr. Michael Revak, Mr. William Rievel and Ms. Tammy Witherite – 11 – present; 2 absent – Mr. William Pataki and Ms. Linda Smith.

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 and Board President, Mr. Thomas Bullington, presented departing Board Member, Mr. Galen George, with a Certificate of Distinguished Service and thanked him for serving on the IU8 Board.

ADDITIONS, DELETIONS OR CORRECTIONS TO WRITTEN AGENDA OF JUNE 25, 2020: On a motion by Ms. Hrubochak and seconded by Mr. Revak and carried by unanimous voice vote, the written Agenda as well as the supplemental were approved, with the removal of Item#27B under Agreements.

MINUTES: On a motion by Ms. Hough and seconded by Ms. Burch and carried by voice vote, the minutes of the May 28, 2020 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 25, 2020, Altoona Office Board Room, from 6:00 p.m. to 6:21 p.m. to discuss Act 44 School Safety Report.

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: Kathy Hough
Treasurer: Jason McMillen (nvm)
Secretary: Dr. Amy Woomer (nvm)
Assistant Secretary: Linda Smith

Solicitor Mr. Samuel Clapper was asked by the Board President, Mr. Thomas Bullington, to preside over the election of the 2020-2021 Board Officers. The floor was open for nominations.

On a motion by Dr. Gella, seconded by Mr. Revak and carried by roll call vote, it was moved to retain the current officers.

2020-2021 Officers:

President: Thomas Bullington
Vice President: Kathy Hough
Treasurer: Jason McMillen (nvm)
Secretary: Dr. Amy Woomer (nvm)
Assistant Secretary: Linda Smith

AGENDA ITEMS APPROVED....On a motion by Mr. Pheasant seconded by Ms. Burch 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, Mr. Galen George, Ms. Kathy Hough, Ms. Nora Hrubochak, Mr. Ron Johnston, Mr. Marion Pheasant, Mr. Michael Revak, Mr. William Rievel, 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 June 25, 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 05/01/20 – 05/31/20 as listed on gold summary pages, General Checking Account from 05/18/20 – 06/12/20, as listed on gold summary pages and Online Registration Account from 05/01/20 – 05/31/20 as listed on gold summary pages, which were included in the June 25, 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 May 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 May 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 Ms. Hough seconded by Ms. Burch and carried by roll call vote, the following Agenda items were approved – Bills to be Paid, Cyber Insurance Coverage, Fiscal Year-End Transfers, GASB 54 Fund Balance Commitment, Petty Cash Accounts, Subgrant Agreements, Purchasing Cooperatives, Insurance Renewals, 2020-2021 Program Budgets, 2020-2021 Pennsylvania Inspired Leadership (PIL), 2019-2020 Pennsylvania Inspired Leadership (PIL) Program Budget/Contract Revision, Lease Renewals, Transportation Drivers/Aides for 2020-2021, Contractor Rates, Agreements, Purchase for Safe Schools Grantee/Nonpublic, Additional Hours/Days, Armstrong vs Kline Extended School Year Program, Recommended to be Hired, Resignations/Retirements, Position Description (Second Read), Equipment Donation, Solicitor Services, PA Leadership Development Center (PLDC) Agreement, and Other Business (A1-2):

Roll call vote – yes – Mr. Thomas Bullington, Ms. Kathy Burch, Dr. Kamal Gella, Mr. Galen George, Ms. Kathy Hough, Ms. Nora Hrubochak, Mr. Ron Johnston, Mr. Marion Pheasant, Mr. Michael Revak, Mr. William Rievel, 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.

CYBER INSURANCE COVERAGE:

Approval was given to renew Cyber insurance coverage for 2020-2021 through BCS Insurance Co. in the amount of \$9,030.00.

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 is 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, 2020. 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 2020-2021 fiscal year. A listing of the accounts was enclosed with the agenda. This action is requested to comply with a recommendation made by local auditors (green attachment).

SUBGRANT AGREEMENTS:

Approval was given for agreements with the IU8's 35 constituent school districts and two charter schools for the pass-thru of 2020-2021 IDEA and State Early Intervention Funds prescribed by PDE.

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.

INSURANCE RENEWALS:

Approval was given to purchase insurance coverage listed below for 2020-2021.

Type of Insurance	2020-2021	2019-2020	2018-2019
Package/Crime	\$27,770.00	\$ 22,357.00	\$ 20,713.00
Auto	\$ 7,692.00	\$ 8,742.00	\$ 9,683.00
Excess Liability	\$ 8,421.00	\$ 8,556.00	\$ 8,513.00
School Leaders E&O	\$ 8,933.00	\$ 7,185.00	\$ 5,895.00
Package Total	\$ 52, 816.00	\$ 46,840.00	\$ 44,804.00
Workers' Compensation	\$ 139,385.00	\$ 120,950.00	\$132,155.00
Total Insurance Cost	\$192,201.00	\$ 167,790.00	\$176,959.00

2020-2021 PROGRAM BUDGETS:

Approval was given to apply for, establish, and implement the following program budgets for the 2020-2021 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 \$14,724,753.00.

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 \$4,196,318.00.

C. IDEA SECTION 619:

These federal funds support special education of preschool programming for eligible children. The total program budget is \$392,841.00.

D. SPECIAL EDUCATION TRANSPORTATION:

This program provides transportation for special education students throughout the IU8 area. The total program budget is projected at approximately \$1,204,787.00.

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 \$12,690,296.00.

F. NON-PUBLIC – ACT 89:

This state funded program provides educational services to non-public school children. The total program budget is \$2,244,629.00.

G. EARLY INTERVENTION/ACCESS:

Funds will be used to support Early Intervention services and activities. The total program budget is projected at approximately \$377,176.00.

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 \$269,967.00.

2020-2021 PENNSYLVANIA INSPIRED LEADERSHIP (PIL):**A. 2020-2021 PIL Budget:**

Approval was given to operate the PA Inspired Leadership (PIL) budget for 2020-2021 through an agreement with PDE. The total budget will be approximately \$1,800,000.00. IU8 provides fiscal management and technical assistance for this statewide initiative.

B. PIL Regional Contracts:

Approval was given for contracts with the eight Intermediate Units serving as Regional Program Leaders for PIL regions in 2020-2021. 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 2020-2021 program year. The amounts will not exceed \$82,000.00 and will be funded through the PIL budget.

2019-2020 PENNSYLVANIA INSPIRED LEADERSHIP (PIL) PROGRAM BUDGET /CONTRACT REVISION:

Approval was given for a budget revision and allocation reduction to the 2019-2020 PIL program budget with adjusted contract dates at the request of PDE. The final adjusted allocation will be approximately \$1,700,000. The program year will be extended from June 30, 2020 through August 31, 2020 to allow completion of activities associated with the PDE Data Summit delayed by COVID 19.

LEASE RENEWALS:

Approval was given for the continuation of the following classroom and office rentals for 2020-2021: *Subject to change*

Lessor:	2020-2021 Annual Rental	2019-2020 Annual Rental
Admiral Peary CTC (Preschool)	\$ 3,238.50	\$ 3,238.50
Altoona Alliance Church (Preschool)	\$ 6,321.52	\$ 6,321.52
Bedford Area School District (MDS/PS classrooms)	\$ 18,900.00	\$ 18,900.00
Cambria County Child Devel (Bishop Carroll PS)	\$ 6,540.00	\$ 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)	\$ 64,032.61	\$ 63,002.41
Hollidaysburg Area School District (3 classrooms)	\$ 750.00	\$ 750.00
Learning Lamp (Preschool)	\$ 25,200.00	\$ 25,200.00
Morrison's Cove Memorial Park (PS - 3% increase)	\$ 22,528.57	\$ 21,872.40
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)	\$ 33,254.55	\$ 32,282.13
W McKool Properties LLC/Bloomfield	\$ 6,060.00	\$ 6,060.00
Lessee:	2020-2021 Annual Rental	2019-2020 Annual Rental
Child Advocates of Blair County--Ed Dev Center	\$ 5,181.60	\$ 5,181.60
CPDLF--EDC	\$ 69,450.16	\$ 69,450.16

TRANSPORTATION DRIVERS/AIDES FOR 2020-2021:

Approval was given for the following contracted transportation drivers/aides for the 2020-2021 school year.

Contractor:	Drivers:	Aides:
Kountry Kids Express, LLC	Bass, Tara Deen, Renee Dupstadt, Clair Dupstadt, Tina Hagans, Cindy Norris, Rebecca Peterson, Bonnie Rhodes, Linda	
Maxwell Trans Inc.	Bagley, Deborah Baughman, Laura Bonchi, Jonathan Cox, Kevin Creps, Steve Crise, Jack Detweiler, Kathy Foor, Brenda Frazier, Christine Hadix, Raymond Jarrell, Lois Koontz, Barbara Long, Richard Maxwell, Randy May, Edwin Miller, David Miller, Debrah Musselman, Kelly Myers, Nelda Myers, Samantha Oldham, Curtis Pencil, Treva Rhodes, Denita Stager, William Stefanka, Pamela Swartzwelder, Coleen Swartzwelder, Donald	Caldwell, Perry

TRANSPORTATION DRIVERS/AIDES FOR 2020-2021 continued:**Contractor:**

Maxwell Trans
Inc.

Maxwell Transit
Systems

Miller Motor Co.

Perigo, Carol L.

Drivers:

Treece, Sheryl
Veres, Douglas
Weicht, Victor
Weyandt, Judy
Williams, Victorine
Wood, Linda

Benner, Lori
Birt, Michelle
Burr, Timothy
Cherry, Donald
Eckenroad, Gary
Hauser, Sandy
Icenroad, Michael
Maxwell, Charles
McCord, Charles
Peck, Duane
Quarry, Jeffrey
Ritchey, Pete
Showalter, Richard
Stoner, Thomas
Young, Robert

Fenchak, George
Luckenbaugh, Edward
Macy, Cheryl
Macy, James
Orris, Michelle

Matse-Kelly, Joyce
Perigo, Carmen
Perigo, Carol L.
Perigo, Stephanie
Shaulis, Sharon
Wildenmann, Donald

Aides:

TRANSPORTATION DRIVERS/AIDES FOR 2020-2021 continued:

Contractor:

Drivers:

Aides:

Ribblett Corp.

Kolonich, Pamela
Kovack, Richard
Moseley, Diane
Perigo, Dennis
Perigo, Rose

Barkley, Gary
Bozic, Barbara
Garman, Ronald
Goller, Eric
Gustkey, John
Gustkey, Sharon
Hafer, Judith
Hafer, Telford
Kaufman, Judith
Kelly, David
Keyser, Louis
Lydic, Sharon
Mackel, Miranda
Percinsky, Jennifer
Percinsky, Mary
Pesarchic, Kim
Pringle, Dawn
Reynolds, Eric
Ribblett, Todd
Ritter, Janet
Rygel, Heather
Santoyo, Jesus
Strawn, Maurice
Toth, Melissa
Walker, Brittney
Yurkovich, Karen

Moschgat, Barbara
Truscello, Francis
Zimmerman, Sue

CONTRACTOR RATES:

Approval was given for the contractor rates for the 2020-2021 School Year (purple attachment).

EDUCATION PROGRAMS & SERVICES**INDUCTION PROGRAM – *For Information Only:***

The following employees have successfully completed the IU8 induction program: BREANA BAILEY – HOLLY BERKEBILE – MEGAN BROWN – JANNA DOYLE – LINDSEY FEATH – BRYANNE MICHAELS – MARISA O’CONNOR – MARCY REPINE – EMILY RITCHEY

AGREEMENTS:

- A.** 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 \$85.57 per hour for the 2020-2021 school year.
- B.** Item Removed
- C.** Approval was given to enter into a three-year agreement with Instructure, Inc. to purchase user licenses within the Canvas Learning Management System at a cost of \$5.50 per student. In year one 1,500 licenses will be purchased and in years 2 and 3 1,000 licenses. Total cost of the agreement is \$19,250.00.
- D.** Approval was given to enter into a three-year agreement with Tutor.com, from 8/1/2020-5/31/2023, to provide online tutoring services (through the use on their online classroom) for use by CSB2 Ecosystem public library patrons, whether from inside the library or remotely with a valid library card. This service is being funded through the PaSmart Grant at a cost of \$47,800.00.
- E.** Approval was given to enter into a one-year agreement, beginning July 1, 2020, with Newsela to offer consortium pricing to our interested member districts. *Newsela* is an education website focused on building student reading comprehension by providing high-quality news articles and real-time assessments for students in grades 2–12. IU8 will earn a consortium charge of 2% of the revenue in year 1 of a qualifying member purchase other than a renewal license. IU8 will in turn work with Newsela to market their products within our service area.
- F.** Approval was given to enter into a 3-year licensing agreement (2020-2023) with Zoom for the purchase of 210 Zoom user accounts for IU8 employees at a cost not to exceed \$6,000.00 per year.

PURCHASE FOR SAFE SCHOOLS GRANTEE/NONPUBLIC:

Approval was given to purchase materials and labor from Digital Signal Systems, Inc. for security upgrades at Bishop McCort Catholic High School at a cost not to exceed \$22,760.00.

ADDITIONAL HOURS/DAYS:

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

ARMSTRONG vs. KLINE EXTENDED SCHOOL YEAR PROGRAM:

Approved hiring the following ESY Teacher (**Pending required paperwork**) at \$30.77/hour for hours worked prior to 07/01/2020 and \$31.16/hour for hours worked after 07/01/2020: Emily Hartrampf

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. Habiba Boumlik – French, Arabic, and Spanish; Ying Fang Yu Jeffers – Chinese (**all pending required paperwork**).

RESIGNATIONS/RETIREMENTS:

Approved the resignation of Bonnie J. Shaffer, Hourly Aide - DD, Greater Johnstown CTC, effective the Close of Business 06/24/2020.

POSITION DESCRIPTION, Second Read:

Final approval was given for the following position description: New Position, Project Manager (Grant Funded).

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.

EQUIPMENT DONATION:

Approval was given to donate the permanently installed playground equipment to the Gallitzin Borough Council. The current estimated value of the equipment is \$11,980.25. Upon Board approval, the ownership and maintenance of all playground equipment will be at the sole responsibility and discretion of the Gallitzin Borough Council.

SOLICITOR SERVICES:

Approval was given to retain the firm of Barbera Law, LLP for the 2020-2021 fiscal year at a retainer fee of \$6,500.00, and that the additional work be approved at \$150.00 per hour.

PA LEADERSHIP DEVELOPMENT CENTER (PLDC) AGREEMENT:

Approval was given to enter into an agreement with the Pennsylvania Leadership Development Center (PLDC) to share the net proceeds from the Mass Customized Learning Mid-Atlantic Consortium. The Consortium is a partnership between IU8 and PLDC. Proceeds will be determined at the end of each fiscal year with IU8 and PLDC each receiving half of the net proceeds.

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 33	Proportionate Yes Votes 598
School Districts approving 33	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>	450	2020-2023
IV	Ron Johnston, <i>Altoona Area</i>	452	2020-2023
VII	Stephen Thompson, <i>Ferndale Area</i>	448	2020-2023
IX	Kathy Hough, <i>Portage Area</i>	442	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) ADDITION TO ITEM#24 – TRANSPORTATION DRIVERS/AIDES FOR 2020-2021:

Contractor: Perigo, Rose – Driver: Corbett, Catherine

2) RECOMMENDED TO BE HIRED:

Approved hiring Chelsea L. Maloskey, Teacher – SLS, Itinerant – Cambria/Somerset Counties, 1-B - \$43,998.85, effective date to be determined. **(Pending required paperwork)**

FUTURE MEETINGS...The next Committee/Board Meeting is scheduled for **Thursday, July 23, 2020**, 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 6:47 p.m. on a motion by Mr. Revak seconded by Ms. Burch and carried by unanimous voice vote.

Respectfully submitted,

Dr. Amy Woomeer, Board Secretary

Thomas Bullington, Board President

sdw