

**APPALACHIA INTERMEDIATE UNIT 8
BOARD OF SCHOOL DIRECTORS
ALTOONA, PENNSYLVANIA
FEBRUARY 23, 2012
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, February 23, 2012, 6:34 p.m. Mr. Michael Revak, Assistant Board Secretary, led the group in the flag salute and moment of silence.

ROLL CALL: The meeting was called to order by the Assistant Board Secretary, Mr. Michael Revak, with the following additional board members present: Ms. Elizabeth Chapman, Mr. Thomas Dadey, Dr. Kamal Gella, Ms. Kathy Hough, Ms. Terri Lingenfelter, Mr. William Padamonsky, and Mr. Brian Tibbott – 8 – present. Absent – 5 – Mr. Ridley Banks, Mr. Thomas Bullington, Mr. Chris Cronrath, Mr. Norman Huff, and Mr. B. Wayne Lohr.

OTHERS ATTENDING: Others in attendance were: Dr. Joseph Macharola - Executive Director, Mr. Jared Cronauer, Mr. Brian Myers, Ms. Carolyn Shipley, Ms. Laura Toki, Dr. Barbara Uncapher, Ms. Judy Voytko, Ms. Amy Woomer and Ms. Sue Wolf – Staff; Mr. Sam Clapper – Solicitor.

VISITORS: Mr. William Batzel, IU8 Educator and PSEA Representative, was present. The press was not in attendance.

EXECUTIVE DIRECTOR'S CORRESPONDENCE – *For Information Only:*

Dr. Macharola discussed Governor Corbett's proposed \$27.1 billion budget with Board Members. He stated that intermediate unit line item is zero funded for 2012/2013.

The Executive Director stated that IU's and districts need clarification on pupil transportation.

Dr. Macharola advised the Board that Pennsylvania is receiving \$41.3 million for Race to the Top. IU8 will be working closely with districts on these initiatives

The Executive Director shared that the public hearings on proposed changes to Chapter 4 are scheduled throughout the Commonwealth.

Dr. Macharola stated that Dr. Dave Davare, PSBA Director of Research Services, was the presenter at the February 7, 2012 Superintendent Roundtable Meeting.

Dr. Macharola presented Jared Cronauer, Assistant Business Director, with his Pennsylvania Registered School Business Official Certificate from PASBO.

ADDITIONS, DELETIONS OR CORRECTIONS TO WRITTEN AGENDA OF FEBRUARY 23, 2012: On a motion by Dr. Gella and seconded by Mr. Dadey and carried by unanimous voice vote, deletion of Item #19 (Midwestern IU4 Agreement) was approved.

MINUTES: On a motion by Dr. Gella and seconded by Mr. Dadey and carried by unanimous voice vote, the minutes of the January 26, 2012 regular meeting, numbered pages 1-11, which were previously distributed to each member, were approved.

AGENDA ITEMS APPROVED....On a motion by Ms. Chapman, seconded by Mr. Dadey and carried by roll call vote, the following Agenda items were approved: Treasurer's Report, Listing of Bills, Bills to be Paid, Budgets (A, B & C), IUS Paper Bid, Single Audit, Depositories, and State EI Subgrant Agreements:

Roll call vote – yes – 8 – Ms. Elizabeth Chapman, Mr. Thomas Dadey, Dr. Kamal Gella, Ms. Kathy Hough, Ms. Terri Lingenfelter, Mr. William Padamonsky, Mr. Michael Revak and Mr. Brian Tibbott.

A. TREASURER'S REPORT: The Treasurer's Report, including Payroll Checking and General Checking as submitted on blue colored pages for January 2012, included in the February 23, 2012 Agenda, was 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 01/01/12 to 01/31/12 as listed on gold summary pages, and General Checking Account from 01/20/12 to 02/10/12, as listed on gold summary pages which were included in the February 23, 2012 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 January 2012 was filed with the Supplemental to Official Minutes for final audit.
- 2) Budget Summary Report – The detailed fiscal report, pages 1-51, General Fund, Special Revenue Funds, Capital Projects Fund, Enterprise Funds and Internal Service Funds for January 2012 was 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.

BUDGETS:**A. General Operating Budget:**

Final approval was given for the General Fund Administrative Budget for 2012-2013, in the amount of \$4,718,847.81. Approval was given for indirect and operational costs to be assessed as follows: 1) state and local programs are to be assessed at a maximum of 6% plus interest (where allowed), or at the maximum rate permitted by the granting entity, and 2) federal programs are to be assessed at the PDE approved indirect cost rate or specific project rate.

B. Title II-D Budget:

Approval was given to apply for and implement a Title IID “Enhancing Education Through Technology” budget in the amount of \$2,680.00 during 2011-2012. These federal funds are granted through PDE to support professional development related to technology for participating nonpublic schools within the IU8 service area.

C. ATOMS Program Budget:

Approval was given for the operation of the Summer 2012 ATOMS Program with an estimated total budget of approximately \$156,000.00. The program provides “Advanced Training for Outstanding Math and Science” students.

IU8 PAPER BID:

Approval was given to award the bids for duplicating paper based on the bid results distributed at the Board Meeting.

SINGLE AUDIT:

Approval was given regarding the proposal submitted by Young, Oakes, Brown & Company for performance of the Single Audit for the years ending June 30, 2012, 2013 and 2014. The annual fees would be as follows:

Audit Year 2012	\$24,550.00
Audit Year 2013	\$25,050.00
Audit Year 2014	\$25,550.00

DEPOSITORIES:

Approval was given to continue the following depositories for the 2012-2013 fiscal year:

- A.** General Checking, Online Registration Checking and Payroll Checking – First Commonwealth Bank
- B.** Investment Depositories – First Commonwealth Bank, Pennsylvania Local Government Investment Trust (PLGIT), PLGIT Investment Trust Program, Pennsylvania School District Liquid Asset Fund (PSDLAF) and M&T Bank’s Municipal Money Market

STATE EI SUBGRANT AGREEMENTS:

Approval was given for agreements with IU8’s constituent school districts and charter schools for the pass-through of State Early Intervention funds as prescribed by OCDEL.

AGENDA ITEMS APPROVED....On a motion by Dr. Gella, seconded by Ms. Chapman and carried by roll call vote, the following Agenda items were approved: University of Pittsburgh Study Participation, Transportation, Graduation Ceremonies 2012, IU8 Internet Safety Policy for Students and Adults, 2012 PAIU Spring Conference, Resignations/Retirements, Leaves of Absence, Recommended to be Hired, and Day-to-Day Substitutes:

Roll call vote – yes – 8 – Ms. Elizabeth Chapman, Mr. Thomas Dadey, Dr. Kamal Gella, Ms. Kathy Hough, Ms. Terri Lingenfelter, Mr. William Padamonsky, Mr. Michael Revak and Mr. Brian Tibbott.

EDUCATIONAL PROGRAMS & SERVICES

UNIVERSITY OF PITTSBURGH STUDY PARTICIPATION:

Approval was given for IU8 teachers and students in Life Skills programs to participate in a study conducted by the University of Pittsburgh. The study will examine the teaching of reading skills for students who take the annual alternate assessment (PASA).

TRANSPORTATION:

Approval was given of the following additional contracted transportation drivers for the 2011-12 school year.

Contractor:

Miller Motor Co.

Ribblett Corp.

Driver:

Kirby, Cynthia

Couteret, Richard

Kane, William

Rygel, Lee

GRADUATION CEREMONIES-2012:

The graduation ceremony for the Life Skills Support (BRIDGE Program) and Multiple Disabilities Support classes in Cambria County will be on held Friday, May 25, 2012 at the Young People's Community Center (YPCC) in Ebensburg. Approval was given for IU8 to cover the cost of graduation expenses in the approximate amount of \$1,500.00.

The graduation ceremony/business recognition for the Life Skills Support class at the STAIRS Program in Blair County will be held on Friday, May 11, 2012 at the Ramada Inn, in Altoona. Approval was given for IU8 to cover the cost of the graduation expenses in the approximate amount of \$250.00.

The graduation ceremony for the Life Skills Support and Multiple Disabilities Support programs in Blair County will be held on Friday, June 1, 2012 at the Ramada Inn, in Altoona. Approval was given for IU8 to cover the cost of the graduation expenses in the approximate amount of \$450.00.

EXECUTIVE OFFICE**IU8 INTERNET SAFETY POLICY FOR STUDENTS AND ADULTS:**

Approval was given for the first reading of an addendum to the IU8 Acceptable Use of Internet and Information Systems Policy #815. The addendum was enclosed with the Agenda.

2012 PAIU SPRING CONFERENCE:

Approval was given for the following administrators and staff to attend the 2012 PAIU Spring Conference to be held May 30-June 1, 2012 at Bedford Springs. The approximate cost per person will include registration, lodging, travel and meals.

<u>Name</u>	<u>Title</u>	<u>Approx. Cost</u>
Dr. Joseph Macharola	Executive Director	\$943.00
Dr. Barbara Uncapher	Director Educ Programs & Services	\$831.00
Amy Woomer	Assistant Director Educ Prog. & Serv.	\$452.00
Judy Voytko	Director of Business Services	\$575.00
Jared Cronauer	Assistant Director of Business Services	\$505.00
Brian Myers	Director of Human Resources	\$428.00
Laura Toki	Curriculum Director	\$800.00
Carolyn Shipley	Assistant Curriculum Director	\$325.00
Janel Vancas	Instructional Services Supervisor	\$915.00
Tracy Colbert	Curriculum Specialist	\$778.00
Brenda Calhoun	Educational Technology Specialist	\$868.00
Derek Jones	Technology Services Administrator	\$458.00
Marcia Huss	Technology Specialist	\$819.00
Kristen Gabrielson	Curriculum (Conference) Support	\$516.00
	TOTAL	\$9,213.00

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.

RESIGNATIONS/RETIREMENTS:

A. Professional: None

B. Support Staff – Aides:

Name	Position Location	Date Received	Effective Date of Service Termination
Cora L. Tressler	Hourly Aide - DD Somerset Preschool	01/30/2012	Close of Business 01/19/2012 (Resignation)
Mary K. Ramsey	Hourly Aide - DD Admiral Peary AVTS	02/03/2012	Close of Business 02/29/2012 (Resignation)

C. Support Staff – Secretaries: None

D. Support Staff – Other: None

LEAVES OF ABSENCE:

A. Professional:

Name	Type of Leave	From --- Through	Pay
Margaret J. Gallo (Teacher)	FMLA	02/24/2012 through the exhaustion of FMLA (intermittent)	Without
Laura R. Miltenberger (Teacher)	Military	03/23/2012	With Pay
Julie A. Kevenk (Teacher)	FMLA	04/20/2012 through 06/15/2012	Without

B. Support Staff – Aides:

Mary Lou Barroner	FMLA	02/21/2012 through 03/09/2012	Without
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C. Support Staff – Secretaries: None

D. Support Staff – Other: None

RECOMMENDED TO BE HIRED:

A. Professional:

Name	Cert & College	Position Created by Exceptionality & Location	Step & Amount on Salary Schedule	Date Employment Begins	Date Employment Ends
Lauren E. Rose	Home and School Visitor (Univ. of Pittsburgh) (Pending)	New Position, Social Worker, Richland Office (NBUCP)	\$48,000.00 (Prorated)	02/24/2012	

B. Support Staff - Aides: None

C. Support Staff – Secretaries: None

D. Support Staff - Other:

Name	Cert & College	Position Created by Exceptionality & Location	Step & Amount on Salary Schedule	Date Employment Begins	Date Employment Ends
Melanie J. Mottin	Mathematics (UPJ) (Pending)	Resignation of Thomas Haluska, Special Projects Assistant, Altoona Office (NBUCP)	\$9.30/hr., Max. of 30 hrs/wk., Part-Time Hourly	02/13/2012	06/30/2012

APPROVAL OF SUBSTITUTES (DAY-TO-DAY):

A. Professional: None

B. Support Staff – Aides: None

C. Support Staff – Secretaries:

Name	Name	Name	Name	Name
Eileen R. Baker				

D. Support Staff – Other:

Name	Name	Name	Name	Name
John F. Nardoza (Delivery Van Driver)				

AGENDA ITEMS APPROVED....On a motion by Ms. Lingenfelter, seconded by Ms. Chapman and carried by roll call vote, the following Agenda item was approved: Travel:

Roll call vote – yes – 8 – Ms. Elizabeth Chapman, Mr. Thomas Dadey, Dr. Kamal Gella, Ms. Kathy Hough, Ms. Terri Lingenfelter, Mr. William Padamonsky, Mr. Michael Revak and Mr. Brian Tibbott.

TRAVEL: Approval was given of 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>Work Days Missed</u>	<u>Paid by Conference or Grant</u>	<u>Total Anticipated Expense</u>
<u>FACILITIES:</u>							
Dave Stultz Facilities Manager	Hershey	03/06/12 03/09/12	PASBO Conf.	No	4	No	\$1,040.36

Facilities Budget Total \$1,040.36

SUMMARY OF TRAVEL:

Facilities Budget Total

\$1,040.36

GRAND TOTAL

\$1,040.36

FUTURE MEETINGS.....The next Committee/Board Meeting is scheduled for March 22, 2012, 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. Padamonsky, seconded by Ms. Hough and carried by unanimous voice vote.

Respectfully submitted,

Judith Voytko, Board Secretary

Michael Revak, Asst. Board Secretary

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