The regular monthly meeting of the Appalachia Intermediate Unit 8 Board of School Directors was held at 4500 6th Avenue, Altoona on Thursday, August 24, 2017, Mr. B. Wayne Lohr, Board President, led the group in the flag salute and moment of silence.

**ROLL CALL:** The meeting was called to order at 6:30 p.m. by the Board President, Mr. B. Wayne Lohr, with the following additional board members present: Ms. Cynthia Ahlborn, Mr. Brian Bressler, Mr. Thomas Bullington, Ms. Tracy Helsel, Ms. Kathy Hough, Mr. Sean O'Dowd, Mr. William Pataki, Mr. Wayne Wholaver and Mr. Ronald Yoder – 10 – present. Absent – 3 – Dr. Mona Eckley, Mr. John Klingeman, and Ms. Tammy Witherite.

**OTHERS ATTENDING:** Others in attendance were: Dr. Thomas Butler, Executive Director, Ms. Jennifer Anderson, Dr. Malynda Maurer, Mr. Corey Reffner, Ms. Sue Wolf, Ms. Amy Woomer, Ms. Valerie Wyper – Staff; Mr. Sam Clapper – Solicitor.

**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:**
Dr. Butler shared a video of a recent news item that highlighted the Valley Network.

**ADDITIONS, DELETIONS OR CORRECTIONS TO WRITTEN AGENDA OF AUGUST 24, 2017:** On a motion by Ms. Hough and seconded by Mr. Wholaver and carried by unanimous voice vote, the written Agenda, as well as the supplemental were approved.

**MINUTES:** On a motion by Ms. Ahlborn and seconded by Mr. Wholaver and carried by voice vote, the minutes of the July 27, 2017 regular meeting, numbered pages 10, which were previously distributed to each member, were approved.

**EXECUTIVE SESSION:**
An Executive Session was held during the Committee Meeting, August 24, 2017, Altoona Office Board Room, from 6:03 p.m. to 6:07 p.m. to discuss personnel items.
AGENDA ITEM APPROVED....On a motion by Ms. Hough, seconded by Ms. Ahlborn and carried by roll call vote, the following Agenda item was approved – Treasurer’s Reports:
Roll call vote – yes — Ms. Cynthia Ahlborn, Mr. Brian Bressler, Mr. Thomas Bullington, Ms. Tracy Helsel, Ms. Kathy Hough, Mr. B. Wayne Lohr, Mr. Sean O’Dowd, Mr. William Pataki, Mr. Wayne Wholaver, and Mr. Ronald Yoder.

A. TREASURER’S REPORTS: The Treasurer’s Report, including Payroll Checking, General Checking and Online Registration Accounts as submitted on blue colored pages for June 2017, included in the August 24, 2017 Agenda, were presented and approved subject to audit. Reports were included in the Supplemental to Official Minutes.

AGENDA ITEM APPROVED....On a motion by Mr. Wholaver, seconded by Ms. Ahlborn and carried by roll call vote, the following Agenda item was approved – Listing of Bills:
Roll call vote – yes — Ms. Cynthia Ahlborn, Mr. Brian Bressler, Mr. Thomas Bullington, Ms. Tracy Helsel, Ms. Kathy Hough, Mr. B. Wayne Lohr, Mr. Sean O’Dowd, Mr. William Pataki, Mr. Wayne Wholaver, and Mr. Ronald Yoder.

B. LISTING OF BILLS: Approval was given for payment of the listing of bills as follows: Payroll Checking Account – from 07/01/17 to 07/31/17 as listed on gold summary pages, General Checking Account from 07/17/17 – 08/11/17, as listed on gold summary pages and Online Registration Account from 07/01/17 to 07/31/17 as listed on gold summary pages, which were included in the August 24, 2017 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 July 2017 was filed with the Supplemental to Official Minutes for final audit.
2) Budget Summary Report – The detailed fiscal report, pages 1-50, General Fund, Special Revenue Funds, Capital Projects Fund, Enterprise Funds and Internal Service Funds for July 2017 was 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 Mr. Wholaver and carried by roll call vote, the following Agenda items were approved – Bills to be Paid, Bids, School Lunches, Patient Protection and Affordable Care Act Compliance (PPACA), and Additional Driver:
Roll call vote – yes — Ms. Cynthia Ahlborn, Mr. Brian Bressler, Mr. Thomas Bullington, Ms. Tracy Helsel, Ms. Kathy Hough, Mr. B. Wayne Lohr, Mr. Sean O’Dowd, Mr. William Pataki, Mr. Wayne Wholaver, and Mr. Ronald Yoder.
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.

BIDS:
Approval was given to advertise as necessary for bids for paper and other general school supply items during the 2017-2018 year. These bids may be open to all IU8 member schools.

SCHOOL LUNCHES:
A. Central Cambria Contracts:
Approval was given to continue a contract with Central Cambria School District to provide lunches for students educated by IU8 staff at the Appalachian Youth Services Program in Ebensburg during 2017-2018. The cost is $3.00/meal, a $.05 increase over last year.

B. School Lunch Cost:
Approval was given to set the cost of a student lunch at $1.50 for the 2017-2018 school year at the AYS program. The Intermediate Unit will follow the federal school lunch guidelines to determine free and reduced lunch eligibility.

PATIENT PROTECTION AND AFFORDABLE CARE ACT COMPLIANCE (PPACA):
Approval was given to contract with the Reschini Group to prepare necessary IRS forms to comply with year-end reporting requirements of PPACA. The cost is $6.50 per employee. A $500.00 deposit is required with the agreement.

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

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Driver</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kountry Kids Express, LLC</td>
<td>Rhodes, Linda</td>
</tr>
<tr>
<td>Maxwell Trans Inc.</td>
<td>Myers, Nelda</td>
</tr>
</tbody>
</table>

AGENDA ITEMS APPROVED....On a motion by Ms. Hough, seconded by Mr. Wholaver and carried by roll call vote, the following Agenda items were approved – Hope for Hyndman Charter School Agreement, Charter School Agreements, Letter of Agreement, SE Plan/Personnel Revisions – 2017/2018, New Position-Home School Visitor/Social Worker and 90% Group, Inc.: Roll call vote – yes — Ms. Cynthia Ahlborn, Mr. Brian Bressler, Mr. Thomas Bullington, Ms. Tracy Helsel, Ms. Kathy Hough, Mr. B. Wayne Lohr, Mr. Sean O'Dowd, Mr. William Pataki, Mr. Wayne Wholaver, and Mr. Ronald Yoder.
EDUCATION PROGRAMS & SERVICES

HOPE FOR HYNDMAN CHARTER SCHOOL AGREEMENT:
Approval was given to enter into an agreement with Hope for Hyndman Charter School to provide special education supervision services, 1 day per week, for the term of August 14, 2017 through December 29, 2017 at the approved IU8 rates for the 2017-2018 school year.

CHARTER SCHOOL AGREEMENTS:
A. Agora Cyber Charter School:
Approval was given to enter into an agreement with Agora Cyber Charter School to provide related services to children who are eligible and enrolled in the charter school, at the approved IU8 rates for the 2017-2018 school year. Term of the Agreement, August 25, 2017 through June 30, 2018.

B. PA Virtual Charter School:
Approval was given to enter into an agreement with PA Virtual Charter School to provide related services to children who are eligible and enrolled in the charter school, at the approved IU8 rates for the 2017-2018 school year. Term of the Agreement, August 25, 2017 through June 30, 2018.

LETTER OF AGREEMENT:
Approval was given to enter into an agreement with Terry Tallman to review Permission to Evaluate (PTE) forms to determine medical necessity for initial evaluations through the school-based ACCESS Program. The rate will be $2.50 per PTE reviewed from August 25, 2017 through June 30, 2018.

SE PLAN / PERSONNEL REVISIONS – 2017-2018:
DELETE: Part-Time Paraprofessional positons as follows:
- School Age CBI – Cambria County (18 hrs) (Vacant- C.DeLattre recall to FT)
- Preschool @ Altoona Alliance (20 hrs) (Vacant – Clair Ann Dumm resignation)

NEW POSITION – HOME SCHOOL VISITOR / SOCIAL WORKER:
Approval was given to create an additional 1.0 FTE Home School Visitor / Social Worker position. This position will provide requested social work services to school districts in Somerset County.

95% GROUP INC.:
Approval was given to enter into an agreement with the 95% Group Inc. to provide professional development services during the 2017-2018 school year to assist teachers in improving reading achievement. A total of three professional development days will be delivered at a cost not to exceed $10,650.00. There will be a fee for teachers to attend to cover costs incurred.
AGENDA ITEMS APPROVED....On a motion by Ms. Hough, seconded by Mr. Wholaver and carried by roll call vote, the following Agenda items were approved – MCL Fall 2017 & Spring 2018 Summits, AmeriCorps Member, Personnel (B-D), Resignations/Retirements, Recommended to be Hired, and Travel:
Roll call vote – yes — Ms. Cynthia Ahlborn, Mr. Brian Bressler, Mr. Thomas Bullington, Ms. Tracy Helsel, Ms. Kathy Hough, Mr. B. Wayne Lohr, Mr. Sean O’Dowd, Mr. William Pataki, Mr. Wayne Wholaver, and Mr. Ronald Yoder.

EXECUTIVE OFFICE

MCL FALL 2017 & SPRING 2018 SUMMITS:
Approval was given to enter into an agreement with Ramada Conference Center and the Blair County Convention Center to host the MCL Fall 2017 and the Spring 2018 Summit, respectively. Participant registration fees will be used to cover the costs incurred.

AMERICORPS MEMBER:
Approved the following as AmeriCorps Member for the 2017-2018 grant year:
Melissa McHugh

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. CHANGE IN EMPLOYMENT STATUS; TEMPORARY PROFESSIONAL TO PROFESSIONAL:
Approved the issuance of a professional contract to the following temporary professional employees who have completed three years of satisfactory service:
AMY KIRSCH – TRACY RAINS

C. TERMINATE ESY PROGRAM STAFF:
Deleted the following employees from ESY Program Staff due to not working during the 2017 ESY Program:

Professional:
Heidi Dodge
Tisha Hockey
Andrew Johnson
Allisa McCloskey
Beth Shaffer

Support Staff:
Emily Frederick
Lisa Hoffman
Judith Wentz
PERSONNEL continued:

D. TERMINATE ATOMS SCHOLARS PROGRAM STAFF:
   1) Deleted the following employees from ATOMS Scholars Program Staff due to not working during the 2017 ATOMS Scholars Program:

   **Instructor:**
   - Marissa Cerully
   - Rebecca Conn
   - Matthew McCahan
   - Phyllis McConnell
   - Derek Winterburn

   **Lab Assistant:**
   - Tiffany Duman
   - Britini Greenleaf
   - Danielle Sral

   2) Approved the resignation of Rebecca Blair, ATOMS Instructor, effective 07/20/2017.

RESIGNATIONS/RETIREMENTS:

A. Professional:
   Approved the resignation of Rachel E. Lawruk, Teacher – DD, Williamsburg Community Library, effective 08/11/2017.

RECOMMENDED TO BE HIRED:

A. Professional:
   2. Approved hiring Carly N. Riggleman, **(Pending required paperwork)**, Full-Time Substitute Teacher, Itinerant – 4 Counties, 1-A - $41,985.85, effective date to be determined.
TRAVEL:

Approval was given of the following conference travel:

<table>
<thead>
<tr>
<th>Name</th>
<th>Place</th>
<th>Conference Date(s)</th>
<th>Organization</th>
<th>Part. In Conf.</th>
<th>Days at Conference</th>
<th>Paid by Conference or Grant</th>
<th>Total Anticipated Expense</th>
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</thead>
<tbody>
<tr>
<td><strong>AMERICORPS:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Carol Overly</td>
<td>Washington</td>
<td>09/10/17</td>
<td>Rural</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
<td>$507.25</td>
</tr>
<tr>
<td>Program Director</td>
<td>D.C.</td>
<td>09/11/17</td>
<td>Intermediaries Roundtable</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*AmeriCorps Budget Total $507.25*

**SUMMARY OF TRAVEL:**

<table>
<thead>
<tr>
<th>AmeriCorps Budget Total</th>
<th>$507.25</th>
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</thead>
<tbody>
<tr>
<td><strong>GRAND TOTAL</strong></td>
<td>$507.25</td>
</tr>
</tbody>
</table>
AGENDA ITEM APPROVED....On a motion by Ms. Ahlborn, seconded by Ms. Helsel and carried by roll call vote, the following Agenda item was approved – Other Business – Supplemental (A 1-6):

Roll call vote – yes — Ms. Cynthia Ahlborn, Mr. Brian Bressler, Mr. Thomas Bullington, Ms. Tracy Helsel, Ms. Kathy Hough, Mr. B. Wayne Lohr, Mr. Sean O’Dowd, Mr. William Pataki, Mr. Wayne Wholaver, and Mr. Ronald Yoder.

OTHER BUSINESS:
A. SUPPLEMENTAL:
1) NEW POSITION:
   Approval was given to create an additional Virtual Learning Specialist position and approve the revised job description (white attachment).

2) LEAVES OF ABSENCE:
   a) Approved change in FMLA leave dates, without pay, for Brandy L. Harpster, Guidance Counselor, to 08/24/2017 through 10/27/2017.
   b) Approved Personal Illness or Disability Leave of Absence, without pay, for Barbara J. Kotelnicki, Guidance Counselor, from 09/25/2017 through 01/30/2018.

3) RECOMMENDED TO BE HIRED:
   a) Approved hiring Nancy A. Hayes (Pending required paperwork), Guidance Counselor, Itinerant – Cambria County, 1-A - $41,985.85 (Prorated), effective date to be determined.
   b) Approved hiring Danielle M. Hay (Pending required paperwork), Social Worker (NBUCP), Somerset Office, $48,000.00 (Prorated), effective 09/18/2017.
   c) Approved hiring Meghan M. Young (Pending Emergency Certification), Long-Term Substitute Teacher – SLS, Itinerant – Bedford County, 1-A - $41,985.85, effective date to be determined through the End of the 2017/2018 School Year.
   d) Approved hiring Laura B. Miller (Pending required paperwork), Educational Consultant – TaC (NBUCP), Richland Office, $66,000.00 (Prorated), effective date to be determined.
   e) Approved hiring Anita A. Young, Virtual Learning Specialist (NBUCP), $65,000.00 (Prorated), effective date to be determined.

4) APPROVAL OF SUBSTITUTES (DAY-TO-DAY):
   Approved hiring Krista S. Swope (Pending Emergency Certification).

5) BT CONFERENCING VIDEO, INC. AGREEMENT:
   Approval was given to renew the maintenance agreement with BT Conferencing Video, Inc. through December 5, 2020 for a total amount of $11,386.86.

6) TRAVEL:
   a) Approval was given for Kristen Gabrielson, Administrative Assistant for Projects, to attend the 2017 Superintendent Conference from September 19-22, 2017 in Gettysburg at a cost of $613.75 for lodging, meals, and mileage.
   b) Approval was given for Dr. Thomas Butler, Executive Director, to attend the 2017 Superintendent Conference from September 20-21, 2017 in Gettysburg at a cost of $400.00 for lodging and mileage.
FUTURE MEETINGS...The next Committee/Board Meeting is scheduled for Thursday, September 28, 2017, 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 Mr. Bullington, seconded by Mr. Wholaver and carried by unanimous voice vote.

Respectfully submitted,

Corey Reffner, Board Secretary

B. Wayne Lohr, Board President

sdw