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, 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 6:34 p.m. by the Board President, Mr. B. Wayne Lohr, with the following additional board members present: Ms. Cynthia Ahlborn, Mr. Thomas Bullington, Dr. Mona Eckley, Mr. John Klingeman, Mr. Sean O'Dowd, Mr. William Pataki, Mr. Francis Truscello, Sr., and Ms. Tammy Witherite. – 9 – present. Absent – 4 – Mr. Chris McCartney, Mr. Kenneth Vescovi, Dr. Thomas Woods and Mr. Ronald Yoder.

OTHERS ATTENDING: Others in attendance were: Dr. Shawn Kovac, Assistant Executive Director, Ms. Jennifer Anderson, Ms. Malynda Maurer, Mr. Karl Olschesky, Ms. Sue Wolf, Ms. Janel Vancas, Ms. Amy Woomer and Ms. Valerie Wyper – Staff; Mr. Sam Clapper – Solicitor.

VISITORS: Mr. William Batzel, IU8 Educator and PSEA Representative, Ms. Connie Way, ESPA/PSEA/NEA Representative, Mr. and Mrs. Shawn Cerully, and Brenda Thomas were present. The press was not in attendance.

EXECUTIVE DIRECTOR’S UPDATE:
Assistant Executive Director, Dr. Shawn Kovac, reminded the Board that the March 23, 2017 Board Meeting would be held at the IU8 Educational Development Center in Duncansville.

ADDITIONS, DELETIONS OR CORRECTIONS TO WRITTEN AGENDA OF FEBRUARY 23, 2017: On a motion by Mr. Klingeman and seconded by Ms. Ahlborn and carried by unanimous voice vote, the written Agenda, as well as the supplemental were approved.

MINUTES: On a motion by Dr. Eckley and seconded by Mr. Klingeman and carried by voice vote, the minutes of the January 26, 2017 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, February 23, 2017, Altoona Office Board Room, from 6:01 p.m. to 6:09 p.m. to discuss personnel issues.
AGENDA ITEM APPROVED….On a motion by Ms. Ahlborn, seconded by Mr. Klingeman and carried by roll call vote, the following Agenda item was approved
– Treasurer’s Reports:
Roll call vote – yes — Ms. Cynthia Ahlborn, Mr. Thomas Bullington, Dr. Mona Eckley, Mr. John Klingeman, Mr. B. Wayne Lohr, Mr. Sean O’Dowd, Mr. William Pataki, Mr. Francis Truscello, Sr., and Ms. Tammy 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 January 2017, included in the February 23, 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 Dr. Eckley, seconded by Mr. Klingeman and carried by roll call vote, the following Agenda item was approved
– Listing of Bills:
Roll call vote – yes — Ms. Cynthia Ahlborn, Mr. Thomas Bullington, Dr. Mona Eckley, Mr. John Klingeman, Mr. B. Wayne Lohr, Mr. Sean O’Dowd, Mr. William Pataki, Mr. Francis Truscello, Sr., and Ms. Tammy Witherite.

B. LISTING OF BILLS: Approval was given for payment of the listing of bills as follows: Payroll Checking Account – from 01/01/17 to 01/31/17 as listed on gold summary pages, General Checking Account from 01/16/17 – 02/10/17, as listed on gold summary pages and Online Registration Account from 01/01/17 to 01/31/17 as listed on gold summary pages, which were included in the February 23, 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 January 2017 was filed with the Supplemental to Official Minutes for final audit.
2) Budget Summary Report – The detailed fiscal report, pages 1-49, General Fund, Special Revenue Funds, Capital Projects Fund, Enterprise Funds and Internal Service Funds for January 2017 was presented to the Board for final review and filed with the Supplemental to Official Minutes for final audit.

BUILDINGS AND GROUNDS INFORMATION REPORT:
Mr. Bullington reported on the items covered in the Building and Grounds Meeting held Tuesday, February 21, 2017.
AGENDA ITEMS APPROVED....On a motion by Ms. Ahlborn, seconded by Mr. Bullington and carried by roll call vote, the following Agenda items were approved – Bills to be Paid, General Operating Budget, Depositories, IU8 Paper Bid, Tax Sheltered Annuity Provider, Postage Meter Replacement, Equipment Disposal, and Additional Driver:
Roll call vote – yes — Ms. Cynthia Ahlborn, Mr. Thomas Bullington, Dr. Mona Eckley, Mr. John Klingeman, Mr. B. Wayne Lohr, Mr. Sean O’Dowd, Mr. William Pataki, Mr. Francis Truscello, Sr., 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.

GENERAL Operating BUDGET:
The administration presented the General Fund Administrative Budget for 2017-2018 in the amount of $5,252,429.60 for review and final adoption. Approval of this budget included indirect and operational costs to be processed 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. 2) Federal programs are to be assessed at the PDE approved indirect cost rate or specific project rate.

DEPOSITORIES:
Approval was given to authorize the following depositories for the 2017-2018 fiscal year: AmeriServ Financial Bank, First Commonwealth Bank, Pennsylvania Local Government Investment Trust (PLICIT), Pennsylvania School District Liquid Asset Trust, M&T Bank, First National Bank, First Summit Bank, and PNC Bank.

IU8 PAPER BID:
Approval was given to award the bids for duplicating paper. The bid results were distributed at the meeting.

TAX SHELTERED ANNUITY PROVIDER:
Approval was given to add AXA Equitable Life Insurance Company to the list of Tax Sheltered Annuity (403b) providers available to plan participants.

POSTAGE METER REPLACEMENT:
Approval was given to replace the postage meter in the Somerset office. The new unit lease price is $45.00 per month for 63 months. The existing price for meter rental and maintenance is $47.25 per month.
EQUIPMENT DISPOSAL:
Approval was given to dispose of the following equipment having an original purchase cost of over $1,500.00 per item. Item(s) are obsolete/unrepairable.

<table>
<thead>
<tr>
<th>Item</th>
<th>Tag #</th>
<th>Cost</th>
<th>Year Purchased</th>
</tr>
</thead>
<tbody>
<tr>
<td>Laptop – Dell</td>
<td>5520</td>
<td>$1,682</td>
<td>2003</td>
</tr>
<tr>
<td>Multimedia Room Package</td>
<td>7725</td>
<td>$3,835</td>
<td>2008</td>
</tr>
<tr>
<td>Projector – Mitsubishi</td>
<td>8091</td>
<td>$3,474</td>
<td>2010</td>
</tr>
</tbody>
</table>

ADDITIONAL DRIVER:
Approval of the following additional contracted transportation driver was given for the 2016-2017 school year.
Contractor: Maxwell Trans Inc.  
Driver: Oldham, Curtis

AGENDA ITEMS APPROVED....On a motion by Mr. Truscello, seconded by Mr. Klingeman and carried by roll call vote, the following Agenda items were approved – Graduation Ceremonies-2017, Great 8 Games, Livingtree, MCL Spring Summit, Board Policies, 2017 PAIU Spring Conference, and Education Development Construction (A & B):
Roll call vote – yes — Ms. Cynthia Ahlborn, Mr. Thomas Bullington, Dr. Mona Eckley, Mr. John Klingeman, Mr. B. Wayne Lohr, Mr. Sean O’Dowd, Mr. William Pataki, Mr. Francis Truscello, Sr., and Ms. Tammy Witherite.

EDUCATION PROGRAMS & SERVICES

GRADUATION CEREMONIES-2017:
Approval was given for IU8 to sponsor the annual graduation ceremony recognizing students who have participated in multi-district IU8 Life Skills Support and Multiple Disabilities classrooms and will be graduating in 2017. The cost of this event is not to exceed $1,000.00.

GREAT 8 GAMES:
Approval was given to contract with Saint Francis University Athletics Department to host the IU8 Great 8 Games on Thursday, April 27, 2017. The cost for this event is not to exceed $250.00.

LIVINGTREE:
Approval was given to enter into a partnership with Livingtree, a private social network company built for school districts that enables two-way communication and greater parent, family and community engagement. IU8 will enter into a level one marketing relationship and receive a 5% revenue share.
EXECUTIVE OFFICE

MCL SPRING SUMMIT:
Approval was given to enter into an agreement with the Blair County Convention Center. This is the venue for the MCL Spring 2017 Conference scheduled for April 6-7, 2017 at an approximate cost of $11,138.00. Participant membership and/or registration fees will be used to cover the costs incurred.

BOARD POLICIES:
Approval was given for the second reading and final approval of the following Board Policies (policies were distributed at the January meeting):
#007 Policy Manual Access
#101 Mission Statement
#113.1 Screening & Evaluations for Students with Disabilities
#138 English as a Second Language/Bilingual Education Program

2017 PAIU SPRING CONFERENCE:
Approval was given for the following administrators and staff to attend the 2017 PAIU Spring Conference to be held May 31st, June 1st, and 2nd 2017 at Seven Springs Resort. The approximate cost per person will include registration, hotel fees and travel.

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Approx. Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jen Anderson</td>
<td>Assistant Director of EPS</td>
<td>$850.00</td>
</tr>
<tr>
<td>Dr. Thomas Butler</td>
<td>Executive Director</td>
<td>$850.00</td>
</tr>
<tr>
<td>Brenda Calhoun</td>
<td>Educational Technology Specialist</td>
<td>$670.00</td>
</tr>
<tr>
<td>Dr. Shawn Kovac</td>
<td>Assistant Executive Director</td>
<td>$850.00</td>
</tr>
<tr>
<td>Corey Reffner</td>
<td>Human Resources/Relations Specialist</td>
<td>$850.00</td>
</tr>
<tr>
<td>Janel Vancas</td>
<td>Assistant Director of Curriculum</td>
<td>$850.00</td>
</tr>
<tr>
<td>Amy Woomer</td>
<td>Director of EPS</td>
<td>$850.00</td>
</tr>
<tr>
<td>Valerie Wyper</td>
<td>Assistant Director of Business Services</td>
<td>$850.00</td>
</tr>
</tbody>
</table>

**TOTAL** $6,620.00

EDUCATION DEVELOPMENT CONSTRUCTION:
A. Approval was given to accept the Final Estimate (Application and Certification for Payment No. 4) from K&K Plumbing Company, Inc. in the amount of $9,287.22 and to approve the Certificate of Completion for the plumbing contract effective February 23, 2017. The One Year Maintenance and Surety Agreement for plumbing work within the scope of the Educational Development Center renovation project begins as of the date of this approval. Total plumbing contract amount is $92,872.25.

B. Approval was given to accept the Final Estimate (Application and Certification for Payment No. 5) from Bob Biter Electrical Enterprises, Inc. in the amount of $22,303.53 and to approve the Certificate of Completion for the electrical contract effective February 23, 2017. The One Year Maintenance and Surety Agreement for electrical work within the scope of the Educational Development Center renovation project begins as of the date of this approval. Total electrical contract amount is $223,035.29.
AGENDA ITEMS APPROVED....On a motion by Ms. Ahlborn, seconded by Mr. Bullington and carried by roll call vote, the following Agenda items were approved – Personnel (B), Resignations/Retirements, Leaves of Absence, Recommended to be Hired, and Day-to-Day Substitutes:

Roll call vote – yes — Ms. Cynthia Ahlborn, Mr. Thomas Bullington, Dr. Mona Eckley, Mr. John Klingeman, Mr. B. Wayne Lohr, Mr. Sean O’Dowd, Mr. William Pataki, Mr. Francis Truscello, Sr., and Ms. Tammy 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. FISCAL MANAGER:
   Approval was given to accept the revised job description of Fiscal Manager (white attachment).

RESIGNATIONS/RETIEMENTS:
A. Professional:

B. Support Staff – Aides:
   1. Approved resignation of Lynn A. Grata, Aide – LSS, Mini Mall Apartments, effective the Close of Business 02/10/2017.

C. Support Staff – Secretaries:
   1. Approved resignation of Therese A. Stoy, Secretary – Altoona Office, effective the Close of Business 03/16/2017.

D. Support Staff – Other: None

LEAVES OF ABSENCE:
A. Professional: None

B. Support Staff – Aides:
   1. Approved Unpaid Leave for Jenna L. Beeman, Hourly Aide, effective 01/09/2017 through 06/30/2017.
   2. Approved FMLA Leave, without pay, for Patricia G. Ferguson, Full-Time Aide, effective 02/14/2017 PM through 04/10/2017.

C. Support Staff – Secretaries: None
D. Support Staff – Other: None
RECOMMENDED TO BE HIRED:

A. Professional:
   1. Approved hiring Shawn D. Cerully, Social Studies 7-12, Special Projects Coordinator – Altoona Office (NBUCP), $55,000.00 (Prorated), effective date to be determined.

B. Support Staff – Aides: None

C. Support Staff – Secretaries: None

D. Support Staff – Other: None

APPROVAL OF SUBSTITUTES (DAY-TO-DAY):

A. Professional: None

B. Support Staff – Aides:
   1. Approved Ashley A. Gensamer (Pending required paperwork).

C. Support Staff – Secretaries: None

D. Support Staff – Other: None
AGENDA ITEMS APPROVED….On a motion by Mr. Bullington, seconded by Mr. Truscello and carried by roll call vote, the following Agenda items were approved – Travel and Other Business (A1-5):
Roll call vote – yes — Ms. Cynthia Aihlborn, Mr. Thomas Bullington, Dr. Mona Eckley, Mr. John Klingeman, Mr. B. Wayne Lohr, Mr. Sean O’Dowd, Mr. William Pataki, Mr. Francis Truscello, Sr., and Ms. Tammy Witherite.

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 Event</th>
<th>Paid by Conference or Grant</th>
<th>Total Anticipated Expense</th>
</tr>
</thead>
<tbody>
<tr>
<td>Troy Eppley</td>
<td>Hershey</td>
<td>03/08/17</td>
<td>PDE Conf.</td>
<td>Yes</td>
<td>3</td>
<td>Yes</td>
<td>$492.20</td>
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<tr>
<td>Supervisor</td>
<td></td>
<td>03/10/17</td>
<td>Making A Difference</td>
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<tr>
<td>Barry Frye</td>
<td>Hershey</td>
<td>03/12/17</td>
<td>PDE Data</td>
<td>Yes</td>
<td>4</td>
<td>Yes</td>
<td>$768.12</td>
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<tr>
<td>Manager SDIS</td>
<td></td>
<td>03/15/17</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Dr. Erica Kaurudar</td>
<td>Hershey</td>
<td>05/15/17</td>
<td>PAPBS Conf.</td>
<td>Yes</td>
<td>3</td>
<td>Yes</td>
<td>$678.05</td>
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<tr>
<td>Educ Consultant</td>
<td></td>
<td>05/17/17</td>
<td></td>
<td></td>
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</table>

**Education Programs & Services Budget Total** $1,938.37

<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 Event</th>
<th>Paid by Conference or Grant</th>
<th>Total Anticipated Expense</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Thomas Butler</td>
<td>Baltimore</td>
<td>02/27/17</td>
<td>MACPL Conf.</td>
<td>Yes</td>
<td>1</td>
<td>No</td>
<td>$600.00</td>
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<tr>
<td>Executive Director</td>
<td>MD</td>
<td>02/28/17</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Corey Reffner</td>
<td>Pittsburgh</td>
<td>03/21/17</td>
<td>PASBO Conf.</td>
<td>No</td>
<td>3</td>
<td>No</td>
<td>$1,190.00</td>
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<tr>
<td>HR Specialist</td>
<td></td>
<td>03/24/17</td>
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<td></td>
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</tbody>
</table>

**Executive Office Budget Total** $1,790.00

**SUMMARY OF TRAVEL:**

- **Education Programs & Services Budget Total:** $1,938.37
- **Executive Office Budget Total:** $1,790.00

**GRAND TOTAL** $3,728.37
OTHER BUSINESS:
A. SUPPLEMENTAL:
1) CREATIVE CURRICULUM, TEACHING STRATEGIES FOR EARLY CHILDHOOD:
   Approval was given to purchase Creative Curriculum, Teaching Strategies for Early Childhood, to be implemented as a pilot program in IU8’s Early Intervention (EI) Preschool beginning SY 2017-2018. The cost to purchase is not to exceed $4,500.00.

2) TRAVEL:
   a) Approval was given that Susan Knarr attend the EI Data Literacy Academy in Bedford on April 4-5, 2017 at an approximate cost of $125.60 for meals and travel.
   b) Approval was given that Kimberly Parker attend the Power of Play Conference/National Inclusion Project in Raleigh, NC on March 29-31, 2017 at an approximate cost of $554.27 for airfare, meals and travel.

3) LEAVES OF ABSENCE:
   a) Approve change in ending date of FMLA for Melissa N. Fleming to 03/17/2017.
   b) Approve FMLA leave, without pay, for Michael J. McCoy, Full-Time Custodian, intermittent upon exhaustion of accrued leave for a maximum of 60 days.

4) RECOMMENDED TO BE HIRED:
   a) Approved hiring Sherry L. Socie, Fiscal Manager (NBUCP), Altoona Office, $45,000.00 (Prorated), effective 03/13/2017. (Pending required paperwork)
   b) Approved hiring Michelle A. Reilly, Secretary, Altoona Office, $24,442.44 (Prorated), effective 03/13/2017. (Pending required paperwork)
   c) Approved hiring Kristin B. Hann, Secretary, Altoona Office, $24,442.44 (Prorated), effective 03/20/2017. (Pending required paperwork)
   d) Approved hiring Erin D. Kelley, Hourly Custodian (NBUCP), Treasure Times Preschool, Max. of 2 hrs/wk., $9.12/hr., effective 02/24/2017.

5) APPROVAL OF SUBSTITUTES (DAY-TO-DAY):
   Approved Howard G. Bennett, II as a Day-to-Day Sub. Aide. (Pending required paperwork).

FUTURE MEETINGS.....The next Committee/Board Meeting is scheduled for Thursday, March 23, 2017, Educational Development Center, Duncansville, 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.
The meeting was adjourned at 6:40 p.m. on a motion by Mr. Bullington, seconded by Mr. Klingeman and carried by unanimous voice vote.

Respectfully submitted,

Karl Olschesky, Board Secretary

B. Wayne Lohr, Board President

sdw