The regular monthly meeting of the Appalachia Intermediate Unit 8 Board of School Directors was held at 4500 6th Avenue, Altoona on Thursday, January 26, 2017, Mr. Thomas Bullington, Board Vice President, led the group in the flag salute and moment of silence.

ROLL CALL: The meeting was called to order at 6:49 p.m. by the Board Vice President, Mr. Thomas Bullington, with the following additional board members present: Mr. John Klingeman, Mr. Sean O'Dowd, Mr. William Pataki, Mr. Francis Truscello, Sr., Mr. Kenneth Vescovi, Dr. Thomas Woods and Mr. Ronald Yoder. – 8 – present. Absent – 5 – Ms. Cynthia Ahlborn, Dr. Mona Eckley, Mr. B. Wayne Lohr, Mr. Chris McCartney, and Ms. Tammy Witherite.

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

VISITORS: There were no visitors. The press was not in attendance.

EXECUTIVE DIRECTOR’S UPDATE:
Dr. Butler presented a Proclamation for School Director Recognition Month, and thanked the Board members for their dedication and commitment to public service and public education.

It was decided that the March 23, 2017 Board Meeting would be held at the IU8 Educational Development Center in Duncansville. Sue Wolf will place the legal notice of this change in meeting location in area newspapers.

ADDITIONS, DELETIONS OR CORRECTIONS TO WRITTEN AGENDA OF JANUARY 26, 2017: On a motion by Mr. Truscello and seconded by Mr. Vescovi and carried by unanimous voice vote, the written Agenda, as well as the supplemental were approved.

MINUTES: On a motion by Mr. Truscello and seconded by Mr. Vescovi and carried by voice vote, the minutes of the December 8, 2016 regular meeting, numbered pages 1-8, which were previously distributed to each member, were approved.
EXECUTIVE SESSION:
An Executive Session was held during the Committee Meeting, January 26, 2017, Altoona Office Board Room, from 6:03 p.m. to 6:22 p.m. to discuss personnel issues.

AGENDA ITEMS APPROVED....On a motion by Mr. Vescovi, seconded by Mr. Klingeman 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, Mr. John Klingeman, Mr. Sean O’Dowd, Mr. William Pataki, Mr. Francis Truscello, Sr., Mr. Kenneth Vescovi, Dr. Thomas Woods, 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 November and December 2016, included in the January 26, 2017 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 11/01/16 to 11/30/16 and 12/01/16 to 12/31/16 as listed on gold summary pages, General Checking Account from 12/02/16 – 01/13/17, as listed on gold summary pages and Online Registration Account from 11/01/16 to 11/30/16 and 12/01/16 to 12/31/16 as listed on gold summary pages, which were included in the January 26, 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 November and December 2016 was filed with the Supplemental to Official Minutes for final audit.
   2) Budget Summary Report – The detailed fiscal report, pages 1-45, General Fund, Special Revenue Funds, Capital Projects Fund, Enterprise Funds and Internal Service Funds for November and December 2016 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 Thursday, January 24, 2017.

AGENDA ITEMS APPROVED....On a motion by Dr. Woods, seconded by Mr. Vescovi and carried by roll call vote, the following Agenda items were approved – State System of Support Grants (SSS), Single Audit Report Management Discussion and Analysis (MD&A), General Operating Budget, and Equipment Disposal:
Roll call vote – yes — Mr. Thomas Bullington, Mr. John Klingeman, Mr. Sean O’Dowd, Mr. William Pataki, Mr. Francis Truscello, Sr., Mr. Kenneth Vescovi, Dr. Thomas Woods, and Mr. Ronald Yoder.
BUSINESS

STATEMENT OF FINANCIAL INTEREST – *For Information Only*:
The 2016 Statement of Financial Interest forms and instructions were distributed at the Board meeting. Board members are required to file this statement prior to May 1, 2017.

MILEAGE REIMBURSEMENT RATE – *For Information Only*:
Effective January 1, 2017 the IRS mileage rate allowance was decreased from $.54 cents to $.535 cents.

SINGLE AUDIT REPORT PRESENTATION – *For Information Only*:
Mr. Dave Baumgartner and Mr. Chris Shirock of Young, Oakes, Brown & Company presented the Single Audit Report and audit summary to the Board during the work session prior to the regular meeting.

STATE SYSTEM OF SUPPORT GRANTS (SSS):
Approval was given to accept the following grants that fall under the SSS umbrella:

<table>
<thead>
<tr>
<th>Grant Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Data Governance (Federal)</td>
<td>$20,899.00</td>
</tr>
<tr>
<td>Support for Effective Standards Based Instruction:</td>
<td></td>
</tr>
<tr>
<td>Federal Portion</td>
<td>$65,525.00</td>
</tr>
<tr>
<td>State Portion</td>
<td>$66,929.00</td>
</tr>
<tr>
<td>Safe Schools Support (State)</td>
<td>$9,724.00</td>
</tr>
<tr>
<td>School Climate Regional Coordinator (State)</td>
<td>$15,000.00</td>
</tr>
</tbody>
</table>

SINGLE AUDIT REPORT, MANAGEMENT DISCUSSION AND ANALYSIS (MD&A):
A. Approval was given to accept the Single Audit Report for the year ending June 30, 2016, prepared by Young, Oakes, Brown & Company.
B. Approval was given for the Management Discussion and Analysis (MD&A) which is incorporated into the Single Audit Report. The MD&A is prepared by the Business Office.

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 preliminary adoption. Preliminary approval of this budget was given and will include approval for 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.
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>Printer – Lexmark</td>
<td>3587</td>
<td>$2,118</td>
<td>1999</td>
</tr>
<tr>
<td>Projector – Sony</td>
<td>4271</td>
<td>$3,800</td>
<td>2001</td>
</tr>
<tr>
<td>Laptop – Dell</td>
<td>5523</td>
<td>$1,682</td>
<td>2003</td>
</tr>
<tr>
<td>Printer – HP</td>
<td>5946</td>
<td>$2,860</td>
<td>2007</td>
</tr>
<tr>
<td>Video Surveillance Sys</td>
<td>7718</td>
<td>$23,572</td>
<td>2008</td>
</tr>
<tr>
<td>Laptop – Dell</td>
<td>8128L</td>
<td>$1,624</td>
<td>2010</td>
</tr>
<tr>
<td>Laptop – Dell</td>
<td>8315L</td>
<td>$1,866</td>
<td>2010</td>
</tr>
</tbody>
</table>

AGENDA ITEMS APPROVED….On a motion by Mr. Klingeman, seconded by Mr. Vescovi and carried by roll call vote, the following Agenda items were approved – Board Policies (A&B), EduPlanet21, Personnel (B-D), Resignations/Retirements, Leaves of Absence, Recommended to be Hired, and Day-to-Day Substitutes:
Roll call vote – yes — Mr. Thomas Bullington, Mr. John Klingeman, Mr. Sean O’Dowd, Mr. William Pataki, Mr. Francis Truscello, Sr., Mr. Kenneth Vescovi, Dr. Thomas Woods, and Mr. Ronald Yoder.

EXECUTIVE OFFICE

BOARD POLICIES:
A. POLICY#831 – ELECTRONIC SIGNATURES/RECORDS:
Approval was given for the second reading and final approval of Board Policy #831 – Electronic Signatures/Records (policy was distributed at the December meeting).

B. Approval was given for the first reading and preliminary approval of the following Board Policies (white attachments):
- #007 Policy Manual Access
- #101 Mission Statement
- #113.1 Screening & Evaluations for Students with Disabilities
- #138 English as a Second Language/Bilingual Education Program

EDUPLANET21:
A. Approval was given to upgrade our EduPlanet21 account for the 2017-2018 school years to a Tier 4 level to allow more flexibility for our professional development efforts. The cost for this upgrade is $10,000.00.

B. Approval was given to enter into an agreement for 1 year (upon board approval) with EduPlanet21 to provide services to assist IU8 in creating a “Mass Customized Learning” suite of learning paths for national release, at a cost of $24,000.00.
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.
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:
   BRANDI BENDER – BRENNA DURST – JENNIFER HAGEN – TAMARA PIERCE –
   JENNIFER WYANT
C. INCREASE IN HOURS:
   Approved the increase in hours for Jennifer A. Link, Occupational Therapist, from
   a maximum of 25 hours per week to a maximum of 35 hours per week effective
   12/22/2016 through 01/26/2017.
D. NEW POSITION:
   Approval was given to create one (1) Full-Time Occupational Therapist position.

RESIGNATIONS/RETIREMENTS:
A. Professional:
   1. Approved the resignation of Matthew M. Danel, Special Projects Coordinator –
      Altoona Office, effective the Close of Business 01/20/2017.
B. Support Staff – Aides: None
C. Support Staff – Secretaries:
   1. Approved the resignation of Mary Lou Girard, Secretary – Altoona Office,
      effective the Close of Business 04/21/2017.
D. Support Staff – Other: None

LEAVES OF ABSENCE:
A. Professional:
   1. Approved the extension of Sabbatical Leave, with ½ pay, for Barbara J.
      Kotelnicki, Guidance Counselor, for the 2nd Semester of the 2016/2017 School
      Year.
   2. Approved the FMLA Leave, without pay, for Beth LaVanish Geist, Teacher,
      effective 01/27/2017 through 03/13/2017.
   3. Approved the FMLA Leave, without pay, for Stephanie M. Abrams, Teacher,
      effective 02/02/2017 PM through 02/17/2017.
   4. Approved the Child Rearing Leave, without pay, for Susan E. Clark, Social
      Worker, effective 04/03/2017 through 05/12/2017.
B. Support Staff – Aides: None
C. Support Staff – Secretaries: None
D. Support Staff – Other: None
RECOMMENDED TO BE HIRED:
A. Professional:
   1. Approved the hiring of Charlotte A. Ecklund, Supervisor of Special Education PK-12, Supervisor – Richland Office (NBUCP), $66,300.00 (Prorated), effective 01/02/2017.
B. Support Staff – Aides: None
C. Support Staff – Secretaries: None
D. Support Staff – Other:
   1. Approved the hiring of Jennifer A. Link, Occupational Therapist (NBUCP), Cambria County, $48,000.00 (Prorated), effective 01/27/2017.

APPROVAL OF SUBSTITUTES (DAY-TO-DAY):
A. Professional: None
B. Support Staff – Aides:
   1. Approved Carly E. Surkovich
C. Support Staff – Secretaries: None
D. Support Staff – Other: None
AGENDA ITEMS APPROVED....On a motion by Dr. Woods, seconded by Mr. Truscello and carried by roll call vote, the following Agenda items were approved – Travel, and Other Business (A1-7):
Roll call vote – yes — Mr. Thomas Bullington, Mr. John Klingeman, Mr. Sean O'Dowd, Mr. William Pataki, Mr. Francis Truscello, Sr., Mr. Kenneth Vescovi, Dr. Thomas Woods, and Mr. Ronald Yoder.

**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. Program</th>
<th>Days at Event</th>
<th>Paid by Conference or Grant</th>
<th>Total Anticipated Expense</th>
</tr>
</thead>
<tbody>
<tr>
<td>Julie Della</td>
<td>Hershey</td>
<td>03/07/17</td>
<td>Project Max</td>
<td>No</td>
<td>2</td>
<td>Yes</td>
<td>$358.73</td>
</tr>
<tr>
<td></td>
<td></td>
<td>03/08/17</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mark DeRubeis</td>
<td>Harrisburg</td>
<td>02/28/17</td>
<td>Nonviolent Crisis</td>
<td>No</td>
<td>4</td>
<td>Yes</td>
<td>$3,630.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>03/03/17</td>
<td>Intervention Cert.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Laura Lamont</td>
<td>Hershey</td>
<td>03/07/17</td>
<td>Project Max</td>
<td>Yes</td>
<td>4</td>
<td>Yes</td>
<td>$903.06</td>
</tr>
<tr>
<td></td>
<td></td>
<td>03/10/17</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>*Tracy Rains</td>
<td>Newark, NJ</td>
<td>01/11/17</td>
<td>Summit Basecamp</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
<td>$409.04</td>
</tr>
<tr>
<td>Pathways Instructor</td>
<td></td>
<td>01/12/17</td>
<td>Regional Convening</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Education Programs & Services Budget Total $5,300.83**

**EXECUTIVE OFFICE:**
David Stultz Pittsburgh 03/21/17 PASBO Conf. No 4 No $1,008.76
Facilities Manager 03/24/17

**Executive Office Budget Total $1,008.76**

**SUMMARY OF TRAVEL:**
Education Programs & Services Budget Total: $5,300.83
Executive Office Budget Total: $1,008.76

**GRAND TOTAL** $6,309.59
OTHER BUSINESS:
A. SUPPLEMENTAL:

1) EDC Renovation Project Change Orders – For Information Only:
   a) EC-2 – Bob Biter Electric – a credit for unused electrical allowances in the amount of $1,421.71.
   b) J.C. Orr and Son – a credit for unused general construction allowances in the amount of $14,515.10.

2) TRAVEL:
   a) Approval was given for Jennifer Herncane to attend the Title I Improving Schools Performance 2017 Conference in Pittsburgh from 1/29/17-2/1/17 at an approximate cost of $899.51 for registration, lodging, meals and travel.
   b) Approval was given for Jennifer Herncane to attend the Introduction to Paideia Seminar Hybrid Conference in Lancaster from 2/14-15/17 at an approximate cost of $637.15 for registration, lodging, meals and travel.

3) WORLD OF LEARNING:
   Approval was given to enter into a contract with K12 Learning Unlimited to develop German content for the World of Learning Institute. Cost will not exceed $5,000.00.

4) CHANGE IN EMPLOYMENT STATUS; TEMPORARY PROFESSIONAL TO PROFESSIONAL:
   Approved the issuance of a professional contract to the following temporary professional employee who has completed three years of satisfactory service:
   HEATHER HRIVNAK

5) RESIGNATIONS/RETIREMENTS:
   Approved the resignation of Karen A. Shutty, Teacher – LSS, Mini Mall Apartments, effective the Close of the 2016/2017 School Year (Close of Business 05/30/2017).

6) LEAVES OF ABSENCE – CHANGE ENDING DATE:
   Approved the change in ending date of FMLA for Beth LaVanish Geist to 03/28/2017.

7) EXECUTIVE DIRECTOR CONTRACT:
   Approved notifying Executive Director, Dr. Thomas A. Butler, that the Board of School Directors of Appalachia Intermediate Unit 8 intends to retain him for a period of four years effective upon the conclusion of the current employment agreement, subject to the parties working out the precise terms of a new Agreement acceptable to the Board that will become effective thereafter.

AGENDA ITEM APPROVED....On a motion by Mr. Klingeman, seconded by Dr. Woods and carried by roll call vote, the following Agenda item was approved – Other Business (A8):
Roll call vote – yes — Mr. Thomas Bullington, Mr. John Klingeman, Mr. Sean O'Dowd, Mr. William Pataki, Mr. Francis Truscello, Sr., Mr. Kenneth Vescovi, Dr. Thomas Woods, and Mr. Ronald Yoder.
OTHER BUSINESS continued:
A. SUPPLEMENTAL continued:
  8) FACILITIES MANAGER:
     Approval was given to adjust the salary of David Stultz, Facilities Manager, effective January 30, 2017, to $55,000.00 (prorated) in order to reflect additional duties and direct supervisory responsibilities as approved in the amended job description (attached).

FUTURE MEETINGS.....The next Committee/Board Meeting is scheduled for Thursday, February 23, 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 6:55 p.m. on a motion by Mr. Truscello, seconded by Mr. Klingeman and carried by unanimous voice vote.

Respectfully submitted,

Karl Olschesky, Board Secretary

Thomas Bullington
Board Vice President

sdw