The regular monthly meeting of the Appalachia Intermediate Unit 8 Board of School Directors was held at 4500 6th Avenue, Altoona on Thursday, July 27, 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 6:52 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. John Klingeman, Mr. Sean O’Dowd, Mr. William Pataki, and Mr. Wayne Wholaver – 10 – present. Absent – 3 – Dr. Mona Eckley, Ms. Tammy Witherite, and Mr. Ronald Yoder.

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

**VISITORS:** There were not any visitors present. The press was not in attendance.

**EXECUTIVE DIRECTOR’S UPDATE:**
Dr. Butler welcomed new board members Mr. Bressler, Ms. Helsel and Ms. Hough.

Dr. Butler distributed and reviewed information regarding the Impact Professional Learning Sphere of Influence with the Board.

**ADDITIONS, DELETIONS OR CORRECTIONS TO WRITTEN AGENDA OF JULY 27, 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 Mr. Klingeman and seconded by Ms. Hough and carried by voice vote, the minutes of the June 22, 2017 regular meeting, numbered pages 1-16, which were previously distributed to each member, were approved.
AGENDA ITEM APPROVED....On a motion by Ms. Ahlborn, seconded by Mr. Pataki 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. John Klingeman, Mr. B. Wayne Lohr, Mr. Sean O’Dowd, Mr. William Pataki, and Mr. Wayne Wholaver.

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 July 27, 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. Klingeman, 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. John Klingeman, Mr. B. Wayne Lohr, Mr. Sean O’Dowd, Mr. William Pataki, and Mr. Wayne Wholaver.

B. LISTING OF BILLS: Approval was given for payment of the listing of bills as follows: Payroll Checking Account – from 06/01/17 to 06/30/17 as listed on gold summary pages, General Checking Account from 06/12/17 – 07/13/17, as listed on gold summary pages and Online Registration Account from 06/01/17 to 06/30/17 as listed on gold summary pages, which were included in the July 27, 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 June 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 June 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 Thursday, July 20, 2017.
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, Petty Cash, Additional Transportation Driver, Coleen Heim Consulting Services Agreement, Early Intervention Letters of Agreement, Agreements, and Open Campus Initiative:
Roll call vote – yes — Ms. Cynthia Ahlborn, Mr. Brian Bressler, Mr. Thomas Bullington, Ms. Tracy Helsel, Ms. Kathy Hough, Mr. John Klingeman, Mr. B. Wayne Lohr, Mr. Sean O’Dowd, Mr. William Pataki, and Mr. Wayne Wholaver.

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.

PETTY CASH:
A. Approval was given to change the petty cash account from Custodian Barbara Cassel to Custodian Troy Eppley from CBI Adam Scott to CBI Matt Hale in the amount of $200.00.
B. Approval was given to change the petty cash account from Custodian Barbara Cassel to Custodian Christine Lewis from CBI Leah Kistler to Rebecca Freeman in the amount of $100.00.
C. Approval was given to change the petty cash account for Custodian Barbara Cassel from CBI vacant to Brian Cessna in the amount of $250.00.
D. Approval was given to change the petty cash account from Custodian Susan Knarr to Custodian Julie Della for PS Paulina Miller in the amount of $100.00.
E. Approval was given to delete the petty cash account Lance Hudak for Pathways 2 Success in the amount of $250.00 (green attachment).

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

Contractor: Maxwell Trans Inc.  
Driver: Nunamaker, Todd

EDUCATION PROGRAMS & SERVICES

COLEEN HEIM CONSULTING SERVICES AGREEMENT:
A. Approval was given for the continuation of contracted services with Coleen Heim Consulting, to provide consulting services to Cambria County Student Assistance Program District Council for the school year 2017-2018, contingent upon the availability of SAP District Council funds, not to exceed $4,000.00.
COLEEN HEIM CONSULTING SERVICES AGREEMENT continued:
    B. Approval was given for the continuation of contracted services with Coleen Heim Consulting, to provide consulting services on behalf of Blair County SAP Safe Schools Networking Committee and Mental Health Disaster Planning and Training for the school year 2017-2018, contingent upon the availability of SAP District Council funds, not to exceed $8,000.00.

EARLY INTERVENTION LETTERS OF AGREEMENT:
    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 having a speech and language delay and are enrolled in the North Star K-4 Program, at a rate of $79.25 per hour for the 2017-2018 school year.
    B. Approval was given to enter into an agreement with Portage Area School District to provide speech and language therapy services to preschool children who have been identified as having a speech and language delay and are enrolled in the Portage Area K-4 Program, at a rate of $64.00 per hour for the 2017-2018 school year.
    C. Approval was given to continue the agreement with Hollidaysburg Area School District to provide breakfast for preschool children in the Inclusive Classroom in order to fully integrate with Head Start Children at the Educational Development Center building. The rate is $1.80 per meal.

AGREEMENTS:
Approval was given for the continuation of agreements with the following agencies for 2017-2018. The rates represent only the agencies’ counseling/therapeutic services provided to participating students. Educational services provided by IU8 to participating students in the Day Treatment programs are not included in these daily rates.
    A. APPALACHIAN YOUTH SERVICE
       Day Treatment Program, Ebensburg
       Cost: $97.29 per day for students participating in the 7-12 program
       Cost: $102.85 per day for students participating in the K-6 program
    B. EXTENDED FAMILY ACADEMY
       Day Treatment Program, Everett and Hollidaysburg
       Cost: $83.41 per day for students participating in the 7-12 program
       Cost: $86.43 per day for students participating in the K-6 program

OPEN CAMPUS INITIATIVE:
    A. Approval was given to extend the Memorandum of Understanding with Lincoln Intermediate Unit 12 for their Lincoln Cyber Café offerings with 2017-2018 pricing for Odysseyware Academy for products and services through June 30, 2017.
    B. Approval was given to extend the Memorandum of Understanding with Lincoln Intermediate Unit 12 for their Lincoln Cyber Café offerings with 2017-2018 pricing for Odysseyware Online Learning Curriculum for products and services through June 30, 2017.
OPEN CAMPUS INITIATIVE continued:
C. Approval was given to extend the contract with Fuel Education LLC for its online educational products and services with 2017-2018 pricing through June 30, 2018.
D. Approval was given to enter into a contract with Own It! for its online educational products and services with 2017-2018 pricing through June 2, 2018.
E. Approval was given to enter into an agreement with Florida Virtual School (FLVS) for its online educational products and services with 2017-2018 pricing through June 30, 2018.
F. Approval was given to enter into a contract with Arts Anywhere for its online educational products and services with 2017-2018 pricing through June 2, 2018.

AGENDA ITEMS APPROVED....On a motion by Mr. Klingeman, seconded by Ms. Ahlborn and carried by roll call vote, the following Agenda items were approved – Bennis Public Relations, Agreements, Personnel (B & C), Resignations and Retirements, Recommended to be Hired, Approval of Day-to-Day Substitutes, and Travel:
Roll call vote – yes — Ms. Cynthia Ahlborn, Mr. Brian Bressler, Mr. Thomas Bullington, Ms. Tracy Helsel, Ms. Kathy Hough, Mr. John Klingeman, Mr. B. Wayne Lohr, Mr. Sean O’Dowd, Mr. William Pataki, and Mr. Wayne Wholaver.

EXECUTIVE OFFICE

BENNIS PUBLIC RELATIONS CONTRACT:
Approval was given to enter into a one-year contract with Bennis Public Relations for communication/marketing services. Up to 15 hours per month will be provided at a cost of $1,200.00 per month.

AGREEMENTS:
A. Approval was given to enter into a Service Agreement with Honeywell International, Inc. for a period of 5 years, commencing July 1, 2017, to provide mechanical maintenance services at the Educational Development Center. Total cost for 5 years service is $30,852.00.
B. Approval was given to enter into an IT Management Services Agreement with In-Shore Technologies, Inc. for a period of 6 months, commencing July 17, 2017, to provide administrative and basic IT services. Monthly cost for this Agreement is $5,542.00.
C. Approval was given to enter into a Memorandum of Agreement with the Appalachia Intermediate Unit 8 Support Professionals Association commencing on July 17, 2017, to create a new employee classification of Payroll Secretary/ Practioner at the starting pay rate of $38,000.00 per year.
HUMAN RESOURCES

PERSONNEL:
A. NOTICE TO PERSONNEL – For Information Only:
   There may be reductions in the number of personnel created by possible programs
go 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. INCREASE IN HOURS:
   Approved an increase in hours for the following preschool hourly aides from a
maximum of 25 hours per week to a maximum of 28 hours per week effective
08/28/2017:
   Carrie Lute
   Sara McGlynn

C. DAY-TO-DAY PHYSICAL THERAPIST SUBSTITUTE:
   Approval was given to create a Day-to-Day Physical Therapist substitute position to
assist with the provision of physical therapy services to children eligible for
physical therapy service. The 2017-2018 hourly rate for a Day-to-Day Physical
Therapist will be $38.46 per hour with a maximum of 7 hours per day.

RESIGNATIONS/RETIREMENTS:
A. Professional:
   1) Approved the resignation of Susan L. Timko, Teacher – SLS, Itinerant – Bedford
      County, effective the Close of Business 06/27/2017.
   2) Approved the resignation of Katharine E. (Speck) Lee, Teacher – HIS, Itinerant –
      Cambria County, effective 08/01/2017.

B. Support Staff – Aides:
   Approved the resignation of Renee M. Grow, Hourly Aide – LSS, Bloomfield
   Apartments, effective 06/30/2017.

C. Support Staff – Other:
   Approved the resignation of Rebecca L. Taylor, Certified Occupational Therapy
   Assistant, Altoona Office, effective 07/28/2017.

RECOMMENDED TO BE HIRED:
A. Professional:
   1) Approved hiring Jenna A. Buterbaugh, Teacher – EI S/L, Itinerant – Blair
      County, 1-B - $42,285.85, effective 08/14/2017.
   2) Approved hiring Kylie E. Zahradnik, Teacher – SLS, Itinerant – Bedford County,
      1-B - $42,285.85, effective 08/14/2017.
   3) Approved hiring Amber L. Filkins (Pending required paperwork), Reading
      Specialist, Itinerant – Non-Public, 1-B - $42,285.85, effective date to be
determined.

B. Support Staff – Aides:
   Approved hiring David L. Worst, Hourly Aide – LSS, Bloomfield Apartments,
   $11.63/hr., Max. of 30 hrs/wk, effective 08/01/2017.

C. Support Staff – Secretaries:
   Approved hiring Dena D. Burket, Payroll Secretary/Practitioner, Altoona Office,
   $38,000.00 (Prorated), effective 07/17/2017.
APPROVAL OF SUBSTITUTES (DAY-TO-DAY):

A. Professional:
   Approved Greta L. Yesenosky (Pending required paperwork) – Mentally and/or Physically Handicapped K-12.

B. Support Staff – Aides:
   Approved Noreen M. Wesner.

C. Support Staff – Other – Physical Therapist:
   Approved Kelsey L. Walker (Pending licensure).
TRAVEL:
Approval was given of the following conference travel:

<table>
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<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>
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<td><strong>AMERICORP:</strong></td>
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<tr>
<td>Carol Overly</td>
<td>Harrisburg</td>
<td>08/09/17</td>
<td>Starting Strong</td>
<td>Yes</td>
<td>2</td>
<td>Yes</td>
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<td>Program Director</td>
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<td>08/10/17</td>
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<td><strong>EDUCATION PROGRAMS &amp; SERVICES:</strong></td>
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<td>Don Arotin</td>
<td>State College</td>
<td>08/08/17</td>
<td>PA Community on</td>
<td>Yes</td>
<td>4</td>
<td>Yes</td>
<td>$649.37</td>
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<td>Educ Consultant</td>
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<td>08/11/17</td>
<td>Transition Conf.</td>
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<td><strong>Education Programs &amp; Services Budget Total</strong> $649.37</td>
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<td><strong>EXECUTIVE OFFICE:</strong></td>
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<td>B. Wayne Lohr</td>
<td>Hershey</td>
<td>10/17/17</td>
<td>PSBA Conf.</td>
<td>Yes</td>
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<td>10/20/17</td>
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<td>Malynda Maurer</td>
<td>Oklahoma</td>
<td>08/14/17</td>
<td>Summit Cert.</td>
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<td>5</td>
<td>No</td>
<td>$1,423.05</td>
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<td>Admin. of Innov.</td>
<td>City, OK</td>
<td>08/18/17</td>
<td>Training</td>
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<td><strong>Executive Office Budget Total</strong> $2,844.54</td>
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<td><strong>SUMMARY OF TRAVEL:</strong></td>
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<td>AmeriCorps Budget Total</td>
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<td>Education Programs &amp; Services Budget Total</td>
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<td>Executive Office Budget Total</td>
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<td>$2,844.54</td>
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<td><strong>GRAND TOTAL</strong></td>
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AGENDA ITEM APPROVED....On a motion by Ms. Helsel, seconded by Mr. Wholaver and carried by roll call vote, the following Agenda item was approved – Other Business-A. Supplemental (1-5):
Roll call vote – yes — Ms. Cynthia Ahlborn, Mr. Brian Bressler, Mr. Thomas Bullington, Ms. Tracy Helsel, Ms. Kathy Hough, Mr. John Klingeman, Mr. B. Wayne Lohr, Mr. Sean O’Dowd, Mr. William Pataki, and Mr. Wayne Wholaver.

OTHER BUSINESS:
A. SUPPLEMENTAL:
1) 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.

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<tr>
<th>Item</th>
<th>Tag #</th>
<th>Cost</th>
<th>Year Purchased</th>
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</thead>
<tbody>
<tr>
<td>Hole Punch – Electric</td>
<td>GBC 0675</td>
<td>$2,932</td>
<td>1988</td>
</tr>
</tbody>
</table>

2) Approval was given to enter into a one-year Technology Pool Counsel Legal Services Consultation Agreement with Sweet, Stevens, Katz & Williams, I-LP ("SSKW"). Members of the SSKW attorney staff will provide telephone and electronic mail advice and opinions concerning computers, education technology, electronic devices, and related policies, to the administrator or administrators designated by the IU as the contact. Eleven LEAs plan to participate in the 2017-2018 school year.

3) Approval was given to purchase a 2017 Ford F-250 pickup truck, snowplow, and fiberglass cap from Stuckey Ford for the Costars price of $33,573.00.

4) RESIGNATIONS/RETIREMENTS:
   a) Approved the resignation of Christine M. Davis, Virtual Learning Specialist, effective the Close of Business 08/09/2017.
   b) Approved the resignation of Sarah E. Kupchella, Guidance Counselor (Non-Public), Itinerant – Cambria County, effective 07/31/2017.
   c) Approved the resignation of Margaret A. Dorian, Aide – AS, Northern Cambria Elementary, effective 07/18/2017.
   d) Approved the resignation of Clare Ann Dumm, Hourly Aide – DD, Altoona Alliance Preschool, effective 07/01/2017.

5) RECOMMENDED TO BE HIRED:
   a) Approve hiring Tracy L. Rains, Virtual Learning Specialist (NBUCP), Altoona Office, $65,000.00 (Prorated), effective 08/01/2017.
   c) Approve hiring Carly M. Raymond (Pending required paperwork), Teacher – SLS, Itinerant – Bedford County, 1-B - $42,285.85, effective 08/21/2017.

FUTURE MEETINGS...The next Committee/Board Meeting is scheduled for Thursday, August 24, 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.
The meeting was adjourned at 6:57 p.m. on a motion by Mr. Wholaver, seconded by Ms. Helsel and carried by unanimous voice vote.

Respectfully submitted,

______________________________  
Corey Reffner, Board Secretary

______________________________  
B. Wayne Lohr, Board President

sdw