

**Minutes for Intermediate Unit I Board of Directors
Thursday, August 9, 2018**

The regular monthly meeting of the Intermediate Unit 1 Board of Directors was held in the Board Room of the Intermediate Unit 1, Coal Center, PA at 7:00 p.m. The meeting was called to order by President, Thomas W. McMurray. A roll call showed the following in attendance: Michael Dunham, Jeffrey Fine, Richard Gates, Paul Harshman, Kenneth G. Meadows, Robert Mitchell, Vicki Olexa, Maureen A. Ott, William D. Price, and Kenneth J. Wiltz. Absent: John Greenlee and Dr. Richard L. Krause. Also present: Scott Craighead, Jennifer Judge, Jenny Lent, Donald Martin, Thomas Shetterly, Kristin Van Strien, and Solicitor William Radcliffe.

Approve Agenda. Motion was made by Mr. Gates, seconded by Mr. Wiltz, to approve the Agenda as prepared by the Executive Director. The motion passed unanimously.

Approve Minutes of the Regular Board Meeting of June 28, 2018. Motion was made by Mr. Wiltz, seconded by Mr. Price, to approve the Minutes of the Regular Board Meeting of June 28, 2018. The motion passed unanimously.

Public Comments. None.

Comments – Assistant Executive Director.

- **Welcome.** Mr. Martin, Assistant Executive Director, welcomed those in attendance.
- **Harrisburg Update.** Mr. Martin updated the Board on the Pennsylvania's Individuals with Disabilities Education Act (IDEA) Part B 2018 Determinations Notification from Secretary Rivera.
- **\$60 Million – School Safety Grants.** This grant will be awarded and distributed by the Pennsylvania Commission on Crime and Delinquency. Mr. Martin informed the Board that the information for this grant was shared with their superintendent's.
- **Colonial Campus Flood Restoration.** Mr. Scott Craighead, Director of Operations, gave the Board an update on all the repairs and replacements that have taken place at Colonial since the incident. Mr. Martin thanked Mr. Craighead and his staff for all of their hard work at the IU1 Campus at Colonial.
- **Benedum Grant \$65,000.** Mr. Martin shared with the Board information on a \$65,000 grant received from the Benedum Foundation for Math & Science Instruction in conjunction with Aquaponics classrooms in Greene and Washington Counties.
- **PDE "School Improvement" RFP Update.** Mr. Martin shared with the Board the news that IU1 was not selected to receive the PDE "School Improvement" RFP. The RFP was awarded to Allegheny Intermediate Unit #3. Mr. Martin reached out to Ms. Rosanne Javorsky, Interim Executive Director to congratulate her and AIU's staff.
- **IU1 In-service Day.** The 2018-2019 in-service will be held on Friday, August 17th at California University of PA in the Convocation Center. Rosalinda Mercardo, PhD., CEO of E-Colors in Education will be one of the presenters of this year's in-service. The Mr. Martin issued an invitation to Board members in attendance to this event.
- **"Roundtable on School Safety."** Mr. Martin attended the "Roundtable on School Safety" held August 6th at the Peters Township Library. This meeting was very well attended by school district personnel, county safety personnel, State Representatives and State Legislators.
- **Fab 14 Conference Update.** Mrs. Jenny Lent, Director of Curriculum Services thanked the Board for the opportunity of attending the Fab 14 Conference. The presentations, at the conference, by Mrs. Lent and Mr. Joe Mahoney were very well attended and received. Mr. Tom Shetterly, Director of Business Services also thanked the Board and shared the information that he learned during the financial track sessions that he attended.

Executive Session. The President called for an executive to discuss personnel matters. Motion was made by Mr. Gates, second by Mr. Price at 7:21 pm. A motion was made by Mr. Gates, seconded by Mr. Wiltz to reconvened at 7:27 pm.

Report of the Solicitor. Nothing to report at this time.

Personnel. Note: Deletions to the August 9, 2018 Agenda – IX. Personnel C. Remove Margret Nottingham; D. Remove Elizabeth Bilinsky. A motion was made by Mr. Price, seconded by Mr. Wiltz to approve the following requests for Resignations, Retirements, Leaves of Absence, Employment of; Professional Employees (full-time (tenured), Temporary Professional Employees (full-time) (non-tenured), Coordinator(s) Adult Basic Literacy Education, Non-professional (full-time), Reclassification of Position/Assignment; part-time ABLE Coordinator to ABLE Education, Job Description for: Secretary to the Director of Operations/Mental and Behavioral Health and Social Work Services, Substitute Professional and Support Staff, Termination: Grant Funded Positions (Safe Schools-Healthy Students Grant Project Staff (PaTTAN), Appointment: Safety and Security Coordinator. The motion passed unanimously.

Resignations and Retirements:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Blake Ebbitt	Speech Clinician	June 30, 2018
Jennifer Farabaugh	Social Worker	August 14, 2018
Lynn Fox	Educational Consultant	September 1, 2018
Jennifer Guthrie	Hearing Support Teacher	July 26, 2018
Audrey Mowry	Principal/Curriculum Specialist	September 22, 2018
Megan Patsch	Paraprofessional	August 13, 2018
Natalie Sharpe	ACCESS Accountant	September 15, 2018
Chelsea Snyder	Adult Education Teacher	August 1, 2018
Lora Treece	Paraprofessional	June 26, 2018
Mary Yankovich	Paraprofessional	August 25, 2018

Requests for Leaves of Absence:**Name/Position**

- (1) Brittany Gilpin/Teacher
- (2) Nancy Heft/Secretary
- (3) Nicole Morris/Principal/Curriculum Specialist
- (4) Sarah Shipley/Speech Clinician

Employment of Professional Employees Full-Time Tenured):

<u>Name</u>	<u>College/Certification</u>	<u>Salary</u>	<u>Effective Date</u>
Annamarie Wyland	Waynesburg University Special Education PK-12 Elementary K-6 General Science 7-12	\$43,450/Step 3 (pending documentation) Masters w/Special Education	August 13, 2018

Employment of Temporary Professional Employees Full-Time (Non-Tenured):

<u>Name</u>	<u>College/Certification</u>	<u>Salary</u>	<u>Effective Date</u>
Morgan Custer	California University of PA Speech & Language Impaired PK-12 Education	\$40,600/Step 1 Masters w/Special	August 8, 2018
Devin Jurczak	Indiana University of PA Special Education PK-8 Grades PK-4	\$40,100/Step 1 Instructional 1 w/Special Education	August 8, 2018
Megan Patsch	West Virginia University Special Education 7-12 Social Studies 7-12 Mid-Level English 6-9	\$40,600/Step 1 Masters w/Special Education	August 13, 2018
Anna Ratica	California University of PA Speech & Language Impaired PK-12 Education	\$40,600/Step 1 Masters w/Special	August 9, 2018
Charity Ridenour	California University of PA Special Education PK-8 Grades PK-4	\$40,600/Step 1 Masters w/Special Education	August 2, 2018
Myresa Troiano	Clarion University of PA Speech & Language Impaired PK-12 Education	\$40,600/Step 1 Masters w/Special	August 15, 2018

Employment of Coordinator(s), Adult Basic Literacy Education:

The following individuals are recommended for hire for these full-time positions with recommended salary and benefits in accordance with the current Act 93 Agreement and based on the grant budget. The at-will employment is recommended through funded grant period, or earlier due to any funding limitations, with no promissory intent to hire after the conclusion of the grant.

<u>Name</u>	<u>College/Certification</u>	<u>Salary</u>	<u>Effective Date</u>
Renee Macko	Indiana University of PA English 7-12	\$40,286 (Grant Funded Position)	August 1, 2018
Chelsea Snyder	California University of PA English 7-12 Reading Specialist PK-12	\$40,286 (Grant Funded Position)	August 1, 2018

Employment of Non-Professional Employees (Full-Time):

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>	<u>Effective Date</u>
Pamela Beyer	Paraprofessional	\$15.66	August 13, 2018
Jamie Bogol	Secretary to Principal	\$13.95	August 16, 2018
Amy Donley	Secretary to Principal	\$13.95	August 16, 2018
Beth Miller	Paraprofessional	\$15.66	August 13, 2018
Karen Trimbath	Paraprofessional	\$15.66	August 15, 2018
Ruthann Wigfield	Paraprofessional	\$15.66	August 15, 2018
Crystal Williams	Paraprofessional	\$15.66	August 15, 2018

Reclassification of Position/Assignment (Part-Time to Full-Time Employment): Part-Time ABLE Coordinator for Program Initiatives to Coordinator, Adult Basic Literacy Education:

<u>Name</u>	<u>College/Certification</u>	<u>Salary</u>	<u>Effective Date</u>
Amy Milliken	Waynesburg University Elementary K-6	\$42,703	August 16, 2018

Presentation for Approval of Job Description:

Secretary to the Director of Operations/Mental and Behavioral Health and Social Work Services: This position exists to assist and support the Director of Operations by providing administrative support responsibilities for the Operations Department. This position also ensures that OT/PT services are provided in compliance with the OT/PT procedures. In addition, this position will provide administrative support to the Director of Mental and Behavioral Health and Social Work Services. Pay Classification: Non-Exempt, Non-Bargaining Unit Support-Range IV

Substitute Professional and Support Staff for the 2018 – 2019 school year:**Substitute Support Staff 2018 – 2019**

Susan Hollowood	Mary Lynne Timko	Barbara Winwood
Annette Rose	John Vroble	

Professional Staff 2018 – 2019

Laurie Cochran (English 7-12 and Special Education 7-12)
Judith Hrabak (Grades PK-4)
Judith Krivacek (Ment. and/or Phys. Handicapped K-12, HOUSSE Designation Elementary K-6)
John Lohr (Ment. and/or Phys. Handicapped K-12, Mid-Level Citizenship Ed. 6-9, HOUSSE Designation Mathematics 7-12, HOUSSE Designation English 7-12, HOUSSE Designation Social Studies 7-12)

Emergency Substitutes (06 Emergency Permit):

(Listed in Supplemental Pages)

Termination of Grant Funded Positions (Safe Schools-Healthy Students Grant Project Staff PaTTAN):

<u>Name</u>	<u>Termination Date</u>
Anne Katona-Linn (Grant Project Director)	September 29, 2018
Deanna Moerer (Co-Director)	September 29, 2018

Intermediate Unit 1 Board appointment of a Safety and Security Coordinator.

An Amendment to the PA Public School Code Act 44 regarding safety requires the Intermediate Unit 1 to name a Safety and Security Coordinator to oversee personnel, policies, and procedures related to school safety by August 31, 2018. The Administration is recommending Mr. Scott Craighead, Director of Operations be named.

Approve Intermediate Unit 1 Conference/Convention and/or Field Trips. Motion made by Mr. Gates, seconded by Mrs. Olexa to approve conference/Convention and/or Field Trips. The motion passes unanimously.

<u>Name/Position</u>	<u>Conference/Convention</u>	<u>Date</u>
Jenny Lent, Director of Curriculum and Instruction	PAIU STEM PoC Network PaTTAN – Harrisburg Harrisburg PA	August 12 – 13, 2018
Jordan Lozosky, Coordinator of Educational Technology Initiatives	PIIC Mentor Meeting Penn State PA	September 4 – 7, 2018 (Paid by PIIC)
Alyssa Moore, STEM Curriculum Project Coordinator	Eastern Suffolk BOCES Inventionland Curriculum Training Islip NY	September 23 – 27, 2018 (Inventionland Initiative)
Alyssa Moore, STEM Curriculum Project Coordinator	National Dropout Prevention Network Conference Columbus OH	October 28 – 31, 2018 (Paid for by Inventionland Funds) (Presentation with Inventionland)
Kristin Van Strien, Director of Information Services	PAIMS State College PA	September 27 – 28, 2018 November 29 – 30, 2018 January 24 – 25, 2019 March 28 – 29, 2019

Intermediate Unit 1 Organization Board Policies – First Reading.

906 – Public Complaint Procedures

Approve Adoption of Intermediate Unit 1 Organization Board Policy. Motion was made by Mr. Wiltz, seconded by Mr. Price to adopt the Board Policies listed below. The motion passed unanimously.

- 328.0 – Compensation – Salary
- 328.1 – Compensation – Fringe Benefits (Full-Time)
- 328.2 – Compensation – Fringe Benefits (Part-Time)
- 328.4 – Compensation – Retirement
- 328.5 – Compensation – Resignation or Termination
- 328.6 – Compensation – Tuition
- 333 – Professional Development
- 334 – Sick Leave
- 336 – Personal Leave
- 337 – Vacation
- 528 – Compensation – Wage and Salary
- 528.1 – Fringe Benefits (Full-Time Non-Bargaining Unit Support Employees)
- 528.2 – Fringe Benefits (Part-Time Non-Bargaining Unit Support Employees)
- 528.4 – Compensation – Retirement
- 528.5 – Compensation – Resignation or Termination
- 534 – Sick Leave
- 536 – Personal/Emergency Leave
- 537 – Vacation

Approve the Intermediate Unit 1 Campus School Student – Parent Handbooks. Motion was made by Mr. Harshman, seconded by Mrs. Olexa to approve the changes made to the Student – Parent Handbooks for the Intermediate Unit 1 Campus Schools. The motion passed unanimously.

Approve 2018-2019 Drivers for Student Transportation. Motion was made by Mr. Gates, seconded by Mrs. Olexa to approve the listed drivers for the 2018-2019 school year. The motion passed unanimously. (Information included in the Minutes)

Approve Permission to Hire Appropriate Staff and to Approve Leases, Service Agreements and Transportation Contracts. Motion was made by Mr. Gates, seconded by Mr. Harshman to grant permission to act on any vacancies and to approve any leases, service agreements, and transportation contracts that are urgent for 2018-2019 school year. The motion passed unanimously.

Approve Agreement with Onhand Schools (OHS) for Technology and Professional Services. Motion was made by Mrs. Olexa, seconded by Mr. Gates to approve the agreement between Intermediate Unit 1 and Onhand Schools (OHS) for technology and professional development services. Pending solicitor's approval. The motion passed unanimously.

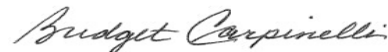
Approve PDE 3086 Contract with Central Greene School District and Washington School District for School Meals. Motion was made by Mrs. Olexa, seconded by Mr. Wiltz, to approve the administrations wishes to enter into a one-year agreement with the Central Greene School District and Washington School District for providing meals to the Intermediate Unit 1 Waynesburg Campus, Clark and Laboratory schools. The cost of the meals for Central Greene School District would be \$3.60 for lunches and \$2.50 for breakfasts. The cost of the meals for Washington School District would be \$3.65 for lunches and \$2.50 for breakfasts. The term of the agreement would be from July 1, 2018 through June 30, 2019. The motion passed with ten (10) yes votes, one (1) abstaining vote that being Mr. Fine and with two (2) members absent.

Approve Service Agreements and Transportation Contracts. Motion was made by Mr. Gates, seconded by Mrs. Olexa to enter into service agreements and transportation contracts in accordance with Board Policy. The motion passed unanimously. (Information included in the Minutes)

Approve Treasurer's Reports, Bills Paid. Motion made by Mr. Gates, seconded by Mr. Dunham to approve the Treasurer's Reports, Bills Paid for the various programs of Intermediate Unit 1. Total Bills Paid: \$3,458,302.98. The motion passed unanimously.

Adjournment. Mr. Gates moved, and Mr. Price seconded, for adjournment and agreed to by all in attendance. Meeting adjourned at 7:59 PM.

Respectfully submitted,



Bridget Carpinelli, Secretary
Intermediate Unit 1 Board of Directors

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