

**Minutes for Intermediate Unit 1 Board of Directors
Thursday, September 27, 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, John Greenlee, Paul Harshman, Dr. Richard L. Krause, William D. Price, and Kenneth J. Wiltz. Absent: Kenneth G. Meadows, Robert Mitchell, Vicki Olexa and Maureen A. Ott. Also present: Sue Conrady, Scott Craighead, Leigh Dennick, Jennifer Judge, Jenny Lent, Charles F. Mahoney, Joe Mahoney, Donald Martin, Thomas Shetterly, Vera Steele, Matt Yuvan and Solicitor William Martin. Also, present was Anna Thomas, IU1 Social Worker and IUEA President.

Moment of Silence. President, Thomas W. McMurray asked for a moment of silence for the passing of Nicole Morris, Principal/Curriculum Specialist who passed away on August 31, 2018.

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

Approve Minutes of the Regular Board Meeting of August 9, 2018. Motion was made by Mr. Dunham, seconded by Mr. Harshman, to approve the Minutes of the Regular Board Meeting of August 9, 2018. The motion passed unanimously.

Public Comments. None.

Comments – Executive Director.

- **Welcome.** Mr. Mahoney welcomed all those in attendance. Mr. Mahoney asked the directors, assistant directors and guest to introduce themselves to the IU1 Board.
- **Harrisburg Updates:**
 - Act 39 of 2018 - The Pennsylvania Department of Education recently issued revised guidance clarifying the responsibility of charter and nonpublic schools to implement and enforce compulsory attendance laws.
 - Act 44 of 2018 – Checklist: School districts across Pennsylvania are under a deadline to complete a safety survey. The School Safety and Security Committee, which developed and approved the survey, was established within the Pennsylvania Commission on Crime and Delinquency by Act 44 of 2018.
 - Act 55 of 2017 – School Director Training - Act 55 requires all newly elected or appointed school directors to complete four hours of training within the first year with content on instruction and academic programs, personnel, fiscal management, operations, governance, and ethics/open meetings. In addition, all re-elected and re-appointed school directors must complete a two-hour advanced training program on relevant changes in state and federal law and regulations, fiscal management and other information.
- **IU1 In-Service Friday, August 17, 2018.** Mr. Mahoney shared with the Board the success of the IU1's in-service for the 2018 – 2019 school year. The keynote speaker, for the event was Rosalinda Mercado, Ph.D., CEO E-Colors in Education. Dr. Mercado's presentation was very well received by all in attendance. A special thanks was given to Mrs. Maureen Ott, IU1 Board member, for joining us for the in-service program.
- **Benedum National Program for Improving Advanced Placement scores in Math, Science and English.** Mr. Mahoney informed the Board that IU1 has received \$78,400 which represents partial payment of the \$201,600 grant that the Benedum Foundation had awarded the IU1 on June 13, 2017, as a match to funding from ExxonMobil.
- **\$60 Million School Safety RFP.** IU1 is actively working on a proposal to secure the School Safety RFP which represents \$40 million of the \$60 million School Safety program. The RFP will be for training in the areas of mental health, social media, and bullying. October 12, 2018 is the deadline for submission of our proposal, Mr. Mahoney will keep the Board updated.
- **Laboratory Parking Lot Repairs.** The lease to Trinity Area School District for the Laboratory Campus is \$1.00 per month. This means that IU1 is responsible for repairs and maintenance. Mr. Scott Craighead shared with the Board information on several quotes for repairs to the parking lot. It was recommended that IU1 wait until Spring and at that time have the repairs bid out.
- **Lease Agreement Washington School District – Clark Campus.** Mr. Mahoney informed the Board that they will be asked to vote on a new lease Agreement between IU1 and Washington School District for the Clark campus. (Information included in Supplemental Pages)
- **IU1 Board Member to Service on School Wellness Committee.** Mr. Mahoney thanked Mr. Richard Gates for volunteering to sit on the School Wellness Committee which falls under the National Lunch Program.

Comments – Assistant Executive Director.

- **Chevron.** Mr. Martin informed the Board that IU1, just today, received a \$59,000 check from Chevron.
 - **E-Colors.** \$25,000 of the check from Chevron is earmarked for E-Colors in Education. The \$25,000 will be used for Champions comprised of IU1 social workers, psychologist, administration, and teachers. These Champions will then train-the-trainers in E-Colors. These trainers will then go out to our districts and train their staff. Mr. Joe Mahoney is leading the training of the Champions which is slated to begin in November.
 - **Fab Lab Expansion.** \$34,000 will be used for the expansion of a “State of the Arts” Fab Lab expansion on a stationary site for Washington County at the IU1 Campus at Laboratory. The expansion should be completed by Spring 2019.
- **Trip to Washington DC.** IU1 was issued a very prestigious invitation by Chevron to speak on behalf of the whole commonwealth of PA on Fab Labs and how Marker Spaces and the fab labs have really created an impact on students. Mr. Martin and Mr. Joe Mahoney were able to be a part of this Senate briefing which took place on September 18, 2018
- **EQT Meeting.** Mr. Martin informed the Board that on Wednesday, September 26th he and Mr. Mahoney attended a successful meeting with Lee Ann Wainwright of Chevron, Dr. Jim Denova, with the Benedum Foundation, and Ellen Rossi, Foundation Manager with EQT. EQT’s presence in Greene County is very large and the meeting was to see if EQT would be willing to invest funds for Washington and Fayette Counties.
- **Comprehensive Intermediate Unit 1 Plan – Present – 30 Days.** The Comprehensive Plan must be on review to the public for 30 days prior to approval at the October Board meeting.

Approval for Intermediate Unit One to present its Comprehensive Plan for Public Display. Thomas W. McMurray, President called for a motion to have the Comprehensive Plan placed on public review. Motion was made by Mr. Dunham, seconded by Mr. Gates. The motion passed unanimously.

Presentation. None

Executive Session. The President called for an executive session at 7:34 pm to discuss personnel matters. The motion was made by Mr. Price, seconded by Mr. Dunham and passed unanimously. The meeting reconvened at 7:48 pm.

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

Personnel. A motion was made by Mr. Gates, seconded by Mr. Harshman to approve the following listed requests for resignations and retirements, leaves of absence, employment of; Licensed Social Worker, Coordinator(s) Adult Basic Literacy Education; non-professional (full-time); part-time Adult Education Teachers; bus monitor recalled from furlough (for the Record August 23, 2018); presentation of job description - Secretary to the Director of Business Services, Coordinator of ACCESS and Food Services; Supervisor of Adult, Nonpublic and ESL Education Service/Curriculum Specialist; Education Consultant for special Projects (PaTTAN); reclassification of position/assignment: Coordinator, Adult Basic Literacy Education to Fab Lab Coordinator; Educational Consultant (PaTTAN) to Supervisor of Special Education/Principal; Secretary to the Director of Business Services to Coordinator of ACCESS and Food Services; Secretary to Director of Operations to Secretary to Director of Operations/Mental and Behavioral Health and Social Work Services; substitute professional and support staff for 2018; professional employee contracts, 2018 – 2019 head teachers in campus schools in accordance with Board Policy and pending receipts of required clearances and related forms, upon release from present position no later than sixty (60) days from the date of employment, where applicable. The motion passed unanimously.

Resignations and Retirements:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Geraldine Adamson	Bus Monitor	August 1, 2018
Michelle Andros	Educational Consultant	September 1, 2018
Shanna Bradfield	Educational Consultant	September 29, 2018
Dana Buttlar	Teacher	August 17, 2018
Scott Dougherty	Educational Consultant	September 29, 2018
Ryan Grimm	Technician	August 25, 2018
Cynthia Hornbeck	Nurse/Licensed Practical Nurse	September 6, 2018
Deborah Hurlburt	Teacher	August 17, 2018
Beth Miller	Paraprofessional	August 17, 2018
Christopher Risha	School Psychologist	September 1, 2018
Heather Russell	Paraprofessional	August 6, 2018
Jenny Senko	Vision Teacher	October 23, 2018

Personnel. (Continued)**Requests for Leaves of Absence:****Name/Position**

- (1) Donna Fantauzzi/Paraprofessional
- (2) Christie Paradine/School Psychologist
- (3) Lorraine Rush/Paraprofessional

Employment of Licensed Social Worker

<u>Name</u>	<u>College/Certification</u>	<u>Salary</u>	<u>Effective Date</u>
Erica Georgiana	California University of PA MSW	\$41,000/Step 1	October 22, 2018 (or later pending release from current employer)

Employment of Coordinator(s), Adult Basic Literacy Education

<u>Name</u>	<u>College/Certification</u>	<u>Salary</u>	<u>Effective Date</u>
Jill Casey	California University of PA English 7 – 12	\$40,286	October 1, 2018

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

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>	<u>Effective Date</u>
Taylor Bish	Paraprofessional	\$15.66	August 20, 2018
Constance Bloom	Paraprofessional	\$15.66	October 22, 2018
Marybeth Capane	Paraprofessional	\$15.66	September 4, 2018
Nicole Knee	Paraprofessional	\$15.66	September 4, 2018
Patricia Zitney	Paraprofessional	\$15.66	October 1, 2018

Employment of Part-Time Adult Education Teachers:

Employment of a Part-Time Adult Education Teachers for the 2018 - 2019 school year at \$22.50 per hour. Services are Scheduled on an as-needed basis:

Erin Linn
Melissa Stahl
Victoria Thomas

Bus Monitor Recalled from Furlough (for the Record):

As a result of a retirement the Executive Director recalled from furlough, the following bus monitor in accordance with collective bargaining agreement.

<u>Name</u>	<u>Effective Date</u>
Sharon Rice	August 23, 2018

Presentation for Approval of Job Descriptions:

The Administration is recommending that the following job description updates and revisions be approved.

Secretary to the Director of Business Services

This position exists to assist and support the Director of Business Services and the Business Services Department by providing administrative support. This position also provides assistance to employees and school district staff in ordering materials and supplies. This position requires performing duties in a professional, accurate, and timely manner. Pay Classification: Non-Exempt, Non-Bargaining Unit Support-Range IV.

Coordinator of ACCESS and Food Services

This position exists to provide the administrative support to the ACCESS and the National School Lunch Program. This position exists to assist the Director of Operations in ensuring that the programs meet all federal and state regulations required by regulating agencies. It also ensures that all financial records are provided to support the programs. Pay Classification: Act 93 Position, Administrative-Range V.

Personnel. (Continued)**Presentation for Approval of Job Descriptions: (Continued)****Supervisor of Adult, Nonpublic and ESL Education Service/Curriculum Specialist**

This position exists to provide effective and compliant supervisory support to IU1 professionals and non-professionals, as well as school districts, nonpublic, schools, community and workforce partners. This position assists in the overall direction, coordination, and evaluation of these support services. The responsibilities include assistance in interviewing and hiring employees, training employees and other SD and community partners in the area of career and college ready; planning, assigning and directing work; addressing complaints and resolving problems. This position includes supervising the work assignments and training needs of the department. This position assists with the supervision of financial management for nearly 20 department budgets and entrepreneurial initiatives to insure budgetary compliance. This position also assists and supports with curriculum design, development and alignment in the area of career and college ready. This position will provide assistance and support with supervision needs that may occur at Campus Schools on an emergency basis. Pay Classification: Act 93 Position, Administrative-Range II

Educational Consultant for Special Projects (PaTTAN)

The purpose of this position is to provide support to the Pennsylvania Department of Education, Bureau of Special Education in establishing and managing state-wide, cross agency projects as related to the implementation of the Individuals with Disabilities Education Act. The position also supports the design and implementation of state-wide and regional professional development programs for educators of students with disabilities, including technical assistance in compliance based programs and other trainings for educational program providers, parents, and advocacy organizations. Pay Classification: Act 93 Position. Pending Further Review From the Bureau of Special Education.

Reclassification of Position/Assignment: Coordinator, Adult Basic Literacy Education to Fab Lab Coordinator:

Name	College/Certification	Salary	Effective Date
Matthew Weightman	Lock Haven University MS/Actuarial Science Mathematics 7 – 12	\$50,969	September 16, 2018

Reclassification of Position/Assignment: Educational Consultant (PaTTAN) to Supervisor of Special Education/Principal:

Name	College/Certification	Salary	Effective Date
Michael Minor	University of Delaware (MA), Principal PK – 12 School Psychologist PK – 12	\$90,725	September 16, 2018

Reclassification of Position/Assignment: Secretary to the Director of Business Services to Coordinator of ACCESS and Food Services:

Name	College/Certification	Salary	Effective Date
Leanne Halinka	California University of PA BS, Business Administration	\$48,343	September 16, 2018

Reclassification of Position/Assignment: Secretary to Director of Operations to Secretary to Director of Operations/Mental and Behavioral Health and Social Work Services:

Name	Hourly Rate	Effective Date
Michele McVicker	Remains in Same Pay Classification (Non-Bargaining Unit Support, Non-Exempt, Range IV)	August 10, 2018

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

Kimberly Smith
Maicie Nicholson

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

Erika Ciesielski (Emergency Permit: Visually Impaired PK – 12)
 Lily Mellott (Special Education PK – 8, Grades PK – 4)
 Christopher Risha (School Psychologist PK – 12)
 Karen Sukolsky (Mentally Retarded K – 12, HOUSSE Designation Elementary K – 6)
 Sarah Svidunovich (Special Education PK – 8, Grades PK – 4)

Emergency Substitutes (06 Emergency Permit):

Kaylee Antill	Carol Ifraiwan
Deana Eutsey	Renee Milcheck
Gary Fonner	Emma Petrosky
Joseph Helinski	

Volunteers in the Classrooms:

Judith Griggs – Hickory Child Alert

Professional Employee Contracts:

The following employees have completed three (3) years of satisfactory service with Intermediate Unit 1. These employees are entitled to tenure and a professional employee contract.

Amy Erickson
 Patricia Runtich

2018 – 2019 Head Teachers in Campus Schools:

In accordance with the Professional Collective Bargaining Agreement, the following teachers have been recommended by their Building Principal to serve as Head Teacher in their campus school for the 2018 – 2019 school year.

Jeremy Fisher – Intermediate Unit 1 Educational Campus at Clark
 Kevin Pusateri – Intermediate Unit 1 Educational Campus at Colonial
 Scott Urbanek – Intermediate Unit 1 Educational Campus at Laboratory
 Tracey Ross – Intermediate Unit 1 Educational Campus at Waynesburg

Approve Requests to Attend Conference/Conventions and Conduct Field Trips. Motion was made by Mr. Price, seconded by Mr. Harshman to approve the Conference/Convention and/or Field Trip Requests in accordance with Board Policy. The motion passed unanimously.

A. Conference/Convention Requests:

<u>Name/Position</u>	<u>Conference/Convention</u>	<u>Date</u>
Erin Goeckeler, Supervisor of Special Education	ECE Summit Penn State University (Presenter) State College PA	October 15 – 17, 2018 (Grant Funded)
Jenny Lent, Director of Curriculum and Instruction	4 th Annual Maker Educator Convening 2018 San Jose CA	October 19 – 20, 2018 (Paid for through Maker Ed Grant)
Jennifer Judge, Director of Human Resources	Pittsburgh HR Association (PHRA) Annual Conference Mars PA	October 9 – 10, 2018 (No overnight stay)
Jordan Lozosky, Coordinator of Educational Technology Initiatives	PIIC Mandatory Statewide PLO State College PA	October 8 – 11, 2018 (Paid for by PIIC Expenses)
Charles Mahoney, Executive Director	AESA Annual Conference 2018 Colorado Springs CO	November 28 - December 2, 2018 (Funded by Chevron)

Request to Conference/Convention and/or Conduct Field Trip(s). (Continued)**A. Conference/Convention Requests: (Continued)**

<u>Name/Position</u>	<u>Conference/Convention</u>	<u>Date</u>
Joseph Mahoney, Director of Mental Health & Social Work Services	National Fab Lab Network Act Washington DC	September 17 – 18, 2018
Joseph Mahoney, Director of Mental Health & Social Work Services	AESA Annual Conference 2018 Colorado Springs CO	November 28 - December 2, 2018 (Funded by Chevron)
Donald Martin, Assistant Executive Director	National Fab Lab Network Act Washington DC	September 17 – 18, 2018
Donald Martin, Assistant Executive Director	AESA Annual Conference 2018 Colorado Springs CO	November 28 - December 2, 2018 (Funded by Chevron)
Amy Meerdo, Teacher	PA Child Care Association and PA Head Start Association Penn State University (Presenter) State College PA	October 15 – 17, 2018 (Paid for by a grant)
Barbara Rothermel, Supervisor of Special Education	Early Childhood Education Summit Penn Stater Conference (Presenter) State College PA	October 15 – 17, 2018 (Paid for by a grant)
Dr. Kristin Szewczyk, Supervisor of Special Education/Principal	PAIU Student Service Conference (Presenter) State College PA	November 8 – 9, 2018 (Paid for by Special Ed.)
Miranda Thomas, Data Specialist	A/CAPA Fall Conference Hershey PA	October 29 – 31, 2018
Matthew Yuvan, Assistant Director of Information Services	A/CAPA Fall Conference Hershey PA	October 29 – 31, 2018
Tara Walker, Speech and Language Clinician	PA Child Care Association and PA Head Start Association Penn State University (Presenter) State College PA	October 15 – 17, 2018 (Paid for by a grant)

B. Field Trip Requests:

<u>Name/Program</u>	<u>Destination</u>	<u>Date</u>
Stephanie Baumgard, Teacher Learning Support	Pittsburgh Zoo and PPG Aquarium Pittsburgh PA	October 12, 2018 (Transportation Cost Paid by IU1 \$325)

Intermediate Unit 1 Organization Board Policies – First Reading.

The following policies and/or procedures have been reviewed by the Administration and if necessary, bargained with the appropriate Association. Bold typing signifies additions to an existing policy, or a replacement of a policy, or new policy is identified. "Strike out" words signify words removed from a current policy.

500 – Definitions

Approve Intermediate Unit 1 Organization Board Policy – Adoptions. Motion was made by Mr. Wiltz, seconded by Mr. Gates to approve the Intermediate Unit 1 Organization Board Policy Adoption. The motion passed unanimously.

906 – Public Complaint Procedures

Approve Field Placement Practicum Students. Motion was made by Mr. Gates, seconded by Mr. Greenlee to approve the following student(s) to do their Field Practicum in an Intermediate Unit 1 operated classroom. Proper paperwork and documentation have been received. The motion passed unanimously.

California University of Pennsylvania students will be placed at Washington School District, Washington Park Elementary, Intermediate Unit 1 classroom.

Alexis Cogis	Joshua Milani
Kelsey Dwyer	Matthew Rush

Approve Field Placement Practicum Students. (Continued)

California University of Pennsylvania students will be placed at Laurel Highlands School District, R.W. Clark Elementary, Intermediate Unit 1 classroom.

Ashley Daugherty	Karley Owens
Kim Miller	Katie Uhlmann

California University of Pennsylvania students will be placed at Intermediate Unit 1 Educational Campus at Waynesburg.

Brittany Broadwater	Kaiten Oravets	Richard Serignese
Jordan Dobbin	Austin Riley	Anthony Winker
Brittany Haywood		

Washington and Jefferson College students will be placed at Intermediate Unit 1 Educational Campus at Clark.

Brandon Barnes	Carline Deiuliis	Jacob McGuire
Carolina Castillo-Banda	Morgan Gasbarrini	Megan Recker
Garrett Cilli	Cassandra Kostic	

Waynesburg University students will be placed at Intermediate Unit 1 Educational Campus at Laboratory.

Dillion Charlton	Rachel Skon
Chelsey Corrick	Jessica Silbaugh

Waynesburg University students will be placed at Intermediate Unit 1 Educational Campus at Waynesburg.

Hannah Cook	Gabriella Gehner	Shelby VanSickle
Vittoria Crivelli	Hannah Sembower	Brittany Woodcock
Katherine Fair	Taylor Staley	

Waynesburg University students will be placed at Intermediate Unit 1 Educational Campus at Waynesburg to observe the Speech and Language Teacher.

Stacia Baughman	Samantha Lambeth	Samantha Pero
Raven Bryant	Brock Leazier	Baily Pfeffer
Jozlynn Burns	Hannah McPeek	Jessica Silbaugh
Ruthie Buser	Nicholas Morrison	Taylor Staley
Emilee DeLong	Emily Moyers	Riley Yoder
Cassie Haller	Kevin Painter	Sarah Zundel

Approve Enrollment for Mr. Donald Martin. Motion was made by Mr. Harshman, seconded by Mr. Price to approve Mr. Martin being enrolled in California University of Pennsylvania’s Doctor of Education Program beginning for the Fall 2018 school year. The motion passed unanimously.

Approve Intermediate Unit 1 Early Intervention Program – Revised Staff Calendar 2018 – 2019. Motion was made by Mr. Gates, seconded by Mr. Price to approve the revised calendar for the Intermediate Unit 1 Early Intervention Program for the 2018 – 2019 school year. The motion passed unanimously.

Approve Intermediate Unit 1 Campus at Colonial Blood Drives. Motion was made by Mr. Gates, seconded by Mr. Harshman to approve the IU1 Campus at Colonial to host the Central Blood Bank on October 12, 2018 and March 8, 2019 for blood drives. The drives will be open to students, staff, and the public. The Colonial Campus will earn points for each donation which will go towards a scholarship fund for students attending any post-secondary school. The motion passed unanimously.

Approve a Letter of Agreement between Intermediate Unit 1 and The Consortium for Public Education. Motion was made by Mr. Gates, seconded by Mr. Fine to enter into a one-year agreement between Intermediate Unit 1 and the Consortium for Public Education starting October 1, 2018 and terminate on September 30, 2019. The Intermediate Unit 1 will provide programming/services 2 days (M/W) each week, 2 hours daily for each week of the after-school program. The motion passed unanimously.

Approve the Safety Plans for Intermediate Unit 1 Campuses. Motion was made by Mr. Wiltz, seconded by Mr. Dunham to approve the plans as presented with the understanding that the plans will be revised as needed utilizing the best practices for schools. The motion passed unanimously.

Approve Service Agreements, Leases and Transportation Contracts. Motion was made by Mr. Harshman, seconded by Mr. Dunham to enter into service agreements, leases and transportation contracts in accordance with Board Policy. The motion passed with eight (8) yes votes, one (1) abstaining vote that being Mr. Fine and with four (4) members absent. (Information included in the Minutes)

Approve Treasurer's Reports, Bills Paid and Bills Due and Payable. Motion made by Mr. Fine, seconded by Mr. Wiltz to approve the Treasurer's Reports, Bills Paid and Bills Due and Payable for the various programs of Intermediate Unit 1. Total Bills Paid: \$2,994,825.36. Total Bills Due and Payable: \$68,758.30. The motion passed unanimously.

Adjournment. Mr. Gates moved, and Mr. Greenlee seconded, for adjournment and agreed to by all in attendance. Meeting adjourned at 7:58 PM.

Respectfully submitted,



Bridget Carpinelli, Secretary
Intermediate Unit 1 Board of Directors

/brc