

**Minutes for Intermediate Unit I Board of Directors
Thursday, May 23, 2019**

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, Robert Mitchell, and Kenneth J. Wiltz. Absent: Richard L. Krause, Kenneth G. Meadows, Vickie Olexa, Maureen A. Ott, and William D. Price. Also, present Scott Craighead, Leigh Dennick, Jennifer Judge, Jenny Lent, Joe Mahoney, Mr. Donald W. Martin, Thomas Shetterly, Kristin Van Strien, and Solicitor William Radcliffe.

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

Approve Corrected Minutes of the Regular Board Meeting of April 25, 2019. Motion was made by Mr. Greenlee, seconded by Mr. Harshman, to approve the Corrected Minutes of the Regular Board Meeting of April 25, 2019. The motion passed unanimously.

Public Comments. None.

Comments – Substitute Executive Director.

- **Welcome.** Mr. Martin welcomed all those in attendance.
- **IUEA – MOU for Health Insurance Agreement.** Mr. Martin shared with the Board that this evening he received a call from the president of the IUEA who informed him that the association has approved the MOU for the Health Insurance Agreement. Mr. Martin asked Mr. Shetterly to update the Board on the Health Insurance Agreement. A more formalized presentation will be made at the June 27, 2019 Board Meeting. (Hangouts provided)
- **Harrisburg Updates:** Mr. Martin informed the Board that he attended the Executive Directors' meeting in Harrisburg on May 2 & 3, 2019. The meeting's focus was upon the ESSA plan and the SLO data piece for teacher evaluations. Updates will be provided as they are received. The \$45,000 base salary that is in the governor's proposed budget seems to be moving forward with bi-partisan support.
- **PDE:** Mr. Martin provided the Board with PDE information that was given to the superintendents at its May 21, 2019 meeting.
- **Congratulations to these IU1 PCCD Grant Recipients:** Bentworth, Burgettstown, California, Charleroi, Frazier, Laurel Highlands, Peters Township, Ringgold, Trinity, and West Greene.
- **Congratulations to Bentworth Middle School.** Mr. Martin was able to attend a program honoring the Bentworth Middle School for being named The National Forum's Schools to Watch.
- **Ringgold School District.** Mr. Martin shared a Herald Standard Article published on May 19, 2019 showcasing Ringgold School Districts' Universal Design for Learning (UDL) program.
- **Early Intervention Site Visits.** Mr. Martin shared with the Board what a delightful day he had when he accompanied Mrs. Dennick, Director of Special Education, Mrs. Barb Rothermel and Ms. Erin Goeckeler, EI Supervisors on site visits. It was a very enjoyable day spending time with these pre-school students and "rock star" teachers.
- **PDE Updates.**
 - Single Audit Report for fiscal year ended June 30, 2018 was approved as being substantially in compliance with 2 CFR, Part 200, Subpart F and other relevant federal and Commonwealth policy.
 - IU1 was awarded a PAsmart Advancing Computer Science and STEM Education Grant in the amount of \$172,116 to support the project entitled "CS Learning in PA After-School Programs" as fiscal agent for California University.
- **Chevron Grants.** Chevron is pleased to provide funding to IU1 for the following:
 - Innovation Grants in the amount of \$100,000.
 - All Star Teachers Program Support for the amount of \$85,000.
- **Innovation Grants.** Is a joint venture between Chevron, EQT and the Benedum Foundation with each contributing \$100,000. IU1 has received over 100 proposals with 40 being awarded the 1st week in June.
- **IU1 Convention.** Mr. Martin shared with the Board a meeting that was held to review ways to change the format of the IU1 convention. Mr. Martin is hoping to combine an event that is also held in March to showcase the Innovation Grant Winning schools. Mr. Martin thought that the Innovation Grant event and the IU1 annual convention would coincide very nicely. Mr. Martin will keep the Board posted.

- **Greene Co. Alternative Education Program Update.** Mr. Martin shared with the Board that he recently met with the Greene Co. Superintendents, as well as, Mr. Mark Krupa, Director of the Greene Co. CTC. IU1 is moving forward with its plans for an alternative plan with Greene County schools. The alternative program will contract with IU1 for a special education teacher for the program. The students will be receiving their instruction using the IU1s Cyber Program.
The superintendents and Mr. Krupa will have a very nice space for these students at the CTC. The students will be receiving their instruction using the IU1s Cyber Program.
- **Closing of the Clark School.** Mr. Martin informed the Board that IU1 is moving forward with the closing of the Clark School. Mr. Martin had the opportunity to tour the Clark School recently and discovered that there is lot of “stuff” that we really do not need. Mr. Martin then met with Mr. Craighead, Director of Operations about having dumpsters at the Clark School. Mr. Martin meet with Ms. Van Strien, Director of Information Services and all of the technology will be gone through and disposed of properly. Mrs. Dennick, Director of Special Education will handle all the special education equipment. With the Boards permission, Mr. Martin is requesting moving forward with the removal of items from the Clark School that belong to IU1.
- **C4PD.** We have started making the move of our people from the C4PD facility. We have notified California University of PA that we will not be renewing our lease for the site at Philipsburg. Mr. Martin thanked Ms. Van Strien, Mr. Craighead and staffs for a great job and everyone’s hard work during the transition.
- **Staffing Meetings Updates.** Mr. Martin informed the Board that it does not appear that IU1 will be on furlough status this year. All the moves that are being made will not involve the loss of staff. The three (3) EI classrooms that were located at the C4PD will be moved to school districts.
- **Outreach to Districts.** Mr. Martin reminded the Board that one of his 2018-2019 goals is to attend member districts board meetings. Mr. Martin has reached out to a number of districts and is hoping that in the fall he and other directors will be visiting IU1s districts.
- **Outreach to Other IUs.** Mr. Martin has been in contact with IU27. IU27 is looking to possibly partnering with IU1 to provide contracted curriculum services. Mr. Martin has also had discussions with IU7 to form a partnership to provide Mental Health services to the Belle Vernon School District. Mr. Martin will keep the Board updated on these partnerships.
- **School Nursing Practice & Leadership Award.** Ms. Tama Kowalski, school nurse at the Laboratory School was nominated by Mr. Dennick for the 2019 Highmark Foundation Advancing Excellence in School Nursing Awards. On May 7th Yvonne Cook, President of the Highmark Foundation, visited the Laboratory Campus and presented Ms. Kowalski with a check in the amount of \$1,500. This award will be used for professional development or health related programs at our Laboratory Campus. Congratulations to Ms. Tama Kowalski.
- **Fab 15 2019 – Cairo, Egypt Update.** Mr. Martin informed the Board that he had just received an email from Ms. Simone Amber, Co-founder of Fab Lab Connect, congratulating him for have been chosen as the keynote speaker for this conference. Mr. Martin is very honored to have been chosen and it is such a great opportunity for IU1. This year’s Fab 15 Conference will be held in two cities in Egypt, July 28 – August 2 | El Gouna, Red Sea and Cairo, Egypt. Mr. Martin will have more information for the Board at the June Board Meeting
- **PaTTAN-Pittsburgh Update.** Mr. Martin updated the Board on a recent meeting that he and Ms. Jennifer Judge, Director of Human Resources had with Mrs. Paula Schmitt, Managing Director at PaTTAN-Pittsburgh. Mrs. Schmitt informed Mr. Martin that PaTTAN has been experiencing telephone service issues. Mr. Martin put her in touch with Don Terry, Supervisor of Technology Services at IU1 Central Office. Mr. Martin also shared with the Board a meeting with Mrs. Schmitt and Mr. William Radcliff, solicitor to discuss the legal roll that the Intermediate Unit 1 plays in the management of PaTTAN-Pittsburgh. After further discussion, Intermediate Unit 1’s legal responsibilities regarding PaTTAN-Pittsburgh were clarified.
- **Presentation.** None

Executive Session. None

Report of the Solicitor.

Mr. Radcliff informed the Board of a proposal for a one-year renewable agreement with Windstream for a telephone system for PaTTAN-Pittsburgh. A Motion was made by Mr. Gates, seconded by Mr. Harshman to approval the agreement with Windstream for telephone services. Pending approval of solicitor. The motion passed unanimously.

Approve Personnel. A motion was made by Mr. Harshman, seconded by Mr. Wiltz to approve the following listed request for resignations and retirements, leaves of absence, employment of: Educational Consultants (PaTTAN), Part-time Adult Education Teachers for the 2019-2020 program year, professional employee contracts, and substitute professional, support staff for 2018-2019 school year 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>
Barbara Gilbert	Operations Manage - PaTTAN	August 1, 2019
Stephanie Kotula	Social Worker	June 29, 2019
Dolores Love	Paraprofessional	July 1, 2019
Sue Roup	Bus Monitor	June 13, 2019

Requests for Leaves of Absence:

Name/Position

- (1) Rebecca Gardner/ESL Instructor
- (2) Kathy Grooms/Teacher
- (3) Brooke Kern/School Psychologist
- (4) Shawna Little/Non-Public Instructor
- (5) David Prather/Social Worker
- (6) Sara Telfor/ESL Instructor
- (7) LuAnn Tretter/Paraprofessional

Employment of Educational Consultants (PaTTAN):

<u>Name</u>	<u>College/Certification</u>	<u>Salary</u>	<u>Effective Date</u>
Lisa Kuilman-Bolla	Wilkes University Elementary K-6, Mid-Level English 6-9, English 7-12, Mid-Level Mathematics 6-9, and Mid-Level Citz. Ed. 6-9	\$89,914	July 1, 2019 (or later pending release from current employer)
Jeffrey Mathieson	Westminster College Early Childhood N-3, Elementary K-6, and Principal PK-12	\$92,259	July 1, 2019 (or later pending release from current employer)
Scott Semow	Saint Vincent College Biology 7-12, General Science 7-12, School Psychologist PK-12, Principal PK-12	\$96,951	July 1, 2019 (or later pending release from current employer)

Employment of Part-time Adult Education Teachers for the 2019 – 2020 Program Year. Hourly rate of \$22.50 as Board Approved in June 2018, and in accordance with the current collective bargaining agreement. Services are scheduled on an as-needed basis:

Erin Linn	Victoria Thomas
Melissa Stahl	Sue Wagner

Professional Employee Contracts:

Melanie Berklovich Maria Jarosh Juliann Murgie

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

Professional Staff:

Serena Costello (Pending approval of Special Education PK-8, Grades 4-8)
Hannah Skerbetz (Pending approval of Speech & Language Pathologist PK-12)
Maranda Valentino (English 7-12, Social Studies 7-12)
Rachel Wilkinson (PK-4, Grades 4-8)

Request to attend Conference/Convention and/or Conduct Field Trips. Motion was made by Mr. Mitchell, seconded by Mr. Gates to approve the request(s) to attend conference/convention and/or conduct field trips according to Board Policy. The motion passed unanimously.

Conference/Convention Request(s):

<u>Name/Position</u>	<u>Conference/Convention</u>	<u>Date</u>
David Dunham, Curriculum Specialist	Personalized Learning University of Pittsburgh Pittsburgh PA	June 25 – 26, 2019 (paid for through Workshop)
David Dunham, Curriculum Specialist	21 st Century Community Learning Washington DC	July 17 – 18, 2019 (paid for through 21 st Century Grant)
Jenny Lent, Director of Curriculum and Instruction	AESA Summer Leadership Conference Renaissance Hotel Long Beach CA	July 15 – 18, 2019 (Paid for through Chevron Grant Funding)
Joseph Mahoney, Director of Behavioral/Mental Health and Social Work	AESA Summer Leadership Conference Renaissance Hotel Long Beach CA	July 15 – 18, 2019 (Paid for through Chevron Grant Funding)
Donald Martin, Executive Director	AESA Summer Leadership Conference Renaissance Hotel Long Beach CA	July 15 – 18, 2019 (Paid for through Chevron Grant Funding)
Alyssa Moore, STEM Curriculum Project Coordinator	Pennsylvania Computer Science for all Summit – PaTTAN Harrisburg PA	June 27 – 28, 2019 (paid for through Inventionland)
Alyssa Moore, STEM Curriculum Project Coordinator	PBL Ohio Bucks Institute Training Columbus OH	July 24 – 26, 2019 (paid for through Inventionland)

Field Trip Request(s):

<u>Name/Program</u>	<u>Destination</u>	<u>Date</u>
Denise Angelo, Science Teacher, Rachel Bozek, Teacher LS, Kelsey DeNardo, Teacher ES	Inventionland Institute Pittsburgh PA	May 9, 2019 (Transportation Cost Paid by IU1 \$325.)
Denise Angelo, Science Teacher, Rachel Bozek, Teacher LS, Kelsey DeNardo, Teacher ES	Inventionland Institute Pittsburgh PA	May 14, 2019 (Transportation Cost Paid by IU1 \$325.)
Denise Angelo, Science Teacher, Rachel Bozek, Teacher LS, Kelsey DeNardo, Teacher ES	Inventionland Institute Pittsburgh PA	May 16, 2019 (Transportation Cost Paid by IU1 \$325.)

2018-2019 Extended School Year for Eligible Special Education Students. Motion was made by Mr. Gates, seconded by Mr. Wiltz to approve the professionals, and professionals non-IU1 personnel to work at the recommended compensation in the 2018-2019 Extended School Year Program for the Intermediate Unit 1. The motion passed unanimously.

Professionals Intermediate Unit 1

Professional Compensation is the Hourly rate as provided in the current collective bargaining agreement under Article IV (B) Extra Pay for Extra Service.

Shannon Cuniak – Vision Teacher
Theresa Fernandes – Vision Teacher

Professional Non-Intermediate Unit 1

Non-IU1 Professionals Compensation is \$31.50 per hour.

Erika Ciesielski – Vision Teacher

ESY Bus Monitor

ESY Bus Monitor Compensation is the Contractual daily rate, plus other eligible CBA benefits.

Margaret Niedzialkia Christine Stickles
Sharon Rice

ESY Custodians

ESY Custodians Compensation is the Contractual custodian hourly rate, plus other eligible CBA benefits.

William Cowden Karen Markham
Janet Cosgray Susan Zentkovich
Janet Keffer

ESL Summer Extended School Year Program:

ESL Summer School will operate from June 10 – July 26, 2019, for up to 72 hours each position. This program provides English Language instruction to students whose 1st language is other than English. The program helps review skills from the previous year and also prepares them for the next school year.

Professionals Intermediate Unit 1

Professional Compensation is the Hourly rate as provided in the current collective bargaining agreement under Article IV (B) Extra Pay for Extra Service.

Danielle Grodz – Teacher
Christina Sichi – Teacher

2018-2019 Extended School Year for Eligible Special Education Students. (Continued)

Professional Non-Intermediate Unit 1

Non-IU1 Professionals Compensation is \$31.50 per hour.

Maranda Valentino – Teacher

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. No recommendation or vote is required.

- 222 – Tobacco/Nicotine
- 247 – Hazing (replacement of current policy)
- 249 – Bullying/Cyberbullying (replacement of current policy)
- 323 – Tobacco/Nicotine
- 423 – Tobacco/Nicotine
- 523 – Tobacco/Nicotine

Approve the appointment of Jennifer F. Judge as the Back-up to the Open Records Officer. Motion was made by Mr. Gates, seconded by Mr. Harshman to approve Ms. Jennifer F. Judge, Director of Human Resources as back-up Open Records Office to Mr. Donald W. Martin, Executive Director.

Approve Assurance for the Operation of Early Intervention Services and Programs/Quality Space School Year 2019 - 2020. Motion was made by Mr. Gates, seconded by Mr. Harshman to approve the Assurance for the operation of Early Intervention Services and Programs/Quality Space for the 2019–2020 school year and to authorize the submission of the Assurance to the Department of Education. (Assurance included in supplemental pages.)

Approve Staff Realignment for 2019 – 2020 School Year. Motion was made by Mr. Wiltz, seconded by Mr. Gates that if deemed necessary by the Executive Director, to authorize him to take the necessary steps to implement a staff realignment plan, including notifying personnel of furloughs, terminations, demotions and/or transfers according to applicable laws and Board Policies/Association Agreements. The motion passed unanimously.

Approve Memorandum of Understanding between Intermediate Unit 1 and PAsmart Technology in Education and the Pittsburgh Penguins Foundation. Motion was made by Mr. Dunham, seconded by Mr. Greenlee to approve the Memorandum of Understanding (MOU) between the Pittsburgh Penguins Foundation for the STEAM Lending Libraries Program. This MOU will be effective from April 30, 2019 – June 30, 2020 contingent upon release of PAsmart funding. The motion passed unanimously.

Approve Memorandum of Understanding between Intermediate Unit 1 and Project Lead the Way (PLTW). Motion was made by Mr. Harshman, seconded by Mr. Dunham to approve the Memorandum of Understanding (MOU) with Project Lead the Way (PLTW) to provide classroom teacher training at a cost to host this training of \$9,500 which will be offset by participant registration fees. The motion passed unanimously.

Approve Purchase of Windows Server 2019. Motion was made by Mr. Wiltz, seconded by Mr. Gates to enter into the contract/purchase for Windows Server 2019, with Client Access Licenses (CALs) for each user, staff and student, to replace the current server at a one-time payment of \$4,638.30 for server license and 875 Cals. Pending solicitor's approval. The motion passed unanimously.

Approve Purchase of HappyFox Help Desk. Motion made by Mr. Mitchell, seconded by Mr. Dunham to the Intermediate Unit 1 enter into an agreement with HappyFox Help Desk for seven (7) Enterprise users at \$4,636.80. Pending solicitor's approval. The motion passed unanimously.

Approve Lease with Ringgold School District for Two (2) Early Intervention Classrooms. Motion made by Mr. Gates, seconded by Mr. Dunham authorizing the Administration to enter into a two (2) year lease with Ringgold School District at a cost of \$16,200. Annually payable in 12 equal installments of \$1,350. The term of the lease would be from July 1, 2019 through June 30, 2021. Pending solicitor's approval.

Approve Service Agreements and Transportation Contracts. Motion made by Mr. Gates, seconded by Mr. Harshman to approve the Service Agreements and Transportation Contracts in accordance with Board Policy. The motion passed unanimously. (Information included in the Minutes.)

Approve Treasurer's Report, Bills Paid, and Bills Due and Payable. Motion was made by Mr. Wiltz, seconded by Mr. Harshman to approve the Treasurer's Report, Bills Paid, and Bills Due and Payable for the various programs of IU1. Total Bills Paid: \$1,415,595.55. Total Bills Due and Payable: \$406,730.02. The motion passed unanimously.

Adjournment. Mr. Harshman moved, and Mr. Dunham seconded, for adjournment and agreed to by all in attendance. Meeting adjourned at 7:53 PM.

Respectfully submitted,



Bridget Carpinelli, Secretary
Intermediate Unit 1 Board of Directors