

**Minutes for Intermediate Unit I Board of Directors
Thursday, October 24, 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, Richard Gates. A roll call showed the following in attendance: Michael Dunham, Jeffrey Fine, John Greenlee, Dr. Richard L. Krause, Thomas McMurray, Kenneth G. Meadows, Robert Mitchell, Maureen A. Ott, and William D. Price. Absent: Paul Harshman and Vickie Olexa. Also, present Scott Craighead, Leigh Dennick, Jennifer Judge, Michele McVicker, Joe Mahoney, Mr. Donald W. Martin, Paul Schmitt, Vera Steele, Kristin Van Strien, Matt Yuvan, and Solicitor William Martin.

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

Approve Minutes of the Regular Board Meeting of September 26, 2019. Motion was made by Mr. Price, seconded by Mr. Greenlee, to approve the Minutes of the Regular Board Meeting of September 26, 2019. The motion passed unanimously.

Public Comments. None.

Comments – Executive Director.

- **Welcome.** Mr. Martin Welcomed all those in attendance.
- **Innovation Grant Showcase.** Mr. Martin shared with the Board the success of the Innovation Grant Showcase which was held on October 1, 2019 at West Virginia University's Erickson Event Center. This event was for the 2018 winners from IU1 local school districts, northern West Virginia school districts, as well as eastern Ohio school districts. These grants were funded by the Benedum Foundation and Chevron. There were 37 grants awarded each receiving \$7,500. We are pleased to have EQT join the Benedum Foundation and Chevron to support next year's Innovation Grant.
- **Special Education Funding Hearings.** Mr. Martin thanked Leigh Dennick and Tom Shetterly for their work on preparing and presenting at the Special Education Funding Hearings held on October 1, 2019 at Moon High School.
- **PAIU Executive Directors' Retreat.** Mr. Martin informed the Board that he had the opportunity to attend the PAIU Executive Directors' Retreat that was held on October 2 – 4, 2019 in Hershey. It was very nice to share strategies and collaborate with the other 27 PAIU Executive Directors. Mr. Martin is planning to visit several of these IUs with IU1 Directors, especially the ones that also operate mental health programs and out-patient clinics.
- **IU1 / IU3 Superintendents' Academy.** Mr. Martin shared with the Board the success of the, first ever, IU1 / IU3 Superintendents' Academy. It was held on October 9 – 10, 2019 at the Oaklander Hotel on the Pittsburgh University Campus. The focus of the academy was on Career Readiness with the superintendents' visiting several large businesses to see how best to prepare students for the workforce. IU1 and IU3 have a two-year agreement to combined the Superintendents' Academy, therefore next year's event will be held in an IU1 county. Mr. Martin and Rosanne Javorsky, Interim Executive Director for IU3 have already had talks on it being held at the Hilton Garden Inn at Southpoint.
- **Maker-Ed Convening Fair.** Mr. Martin, Joe Mahoney and Michelle Voithofer, IU1 Social Worker, attended the Maker-Ed Convening Fair on October 13th in Pittsburgh. IU1's Fab Lab has gotten a lot of publicity on its mental health program. IU1 was asked to give a presentation and Joe Mahoney did a wonderful job on the presentation. Also present were Lee Anne Wainwright from Chevron and Dr. Jim Denova from the Benedum Foundation.
- **Mental Health Meeting.** Mr. Martin share with the Board a good meeting that was held in Washington County on October 16th on Mental Health. The guest speaker was Ms. Amy Gamble from West Virginia who spoke about her own mental health issues which she let go untreated for a number of years. The Washington County Commissioners were in attendance as well as a number of other foundations. Mr. Martin would like to have Ms. Gamble as a presenter at a future superintendents' SAC meeting.
- **Executive Board Committee Meeting.** The Executive Board Committee Meeting was held on Tuesday, October 15th at Nemaquin Country Club. Thank you to Richard Gates for hosting this meeting. Handouts of Mr. Martin's Goals have been provided to all Board members attending tonight's meeting.

Presentation.

Mr. Charles P. LaVallee, CEO Variety – the Children’s Charity who was scheduled to present at tonight’s Board meeting was unable to attend tonight’s meeting. Mr. Martin will be rescheduling Mr. LaVallee for a future Board meeting.

Executive Session – Personnel Matters. The President called for an executive session at 7:10 pm to discuss personnel matters. The motion was made by Mr. Dunham seconded by Mr. Greenlee. The motion passed unanimously. A motion to reconvene was made by Mr. Dunham, seconded by Mr. Greenlee at 7:57 pm. The motion passed unanimously.

Report of the Solicitor.

- **Resignation:** Mr. William Martin, Solicitor asked the Board for a motion to accept the resignation of Michelle Hrivnak effective February 24, 2020. Motion was made by Mr. Fine, seconded by Mr. Price to accept the resignation of Michelle Hrivnak effective February 24, 2020. The motion passed unanimously.
- **Resolution:** Mr. William Martin, Solicitor asked the Board to allow the following Resolution, that would delegate limited authority to the Executive Director, whomever that may be, to accept resignations under exceptional situations to be read into the October 24, 2019 Board Minutes. Mr. William Martin, Solicitor asked to a motion to approve the Resolution. Motion was made by Mr. Dunham, seconded by Mr. Greenlee to approve the Resolution as read by the solicitor. The motion passed unanimously. (Included with Minutes)

Approve Personnel. Motion was made by Mr. Price, seconded by Mr. Fine to approve the following requests for: resignations and retirements, requests for leaves of absences, Substitute Professional and Support Staff for the 2019-2020 school year, job description: Administrative Assistant for Communications and Operations – PaTTAN-Pittsburgh, in accordance with Board Policy and pending receipt of required clearances and related forms, including credit salary documentation and Act 168 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:

Name	Position	Effective Date
Sharon Brenzy	School Psychologist	October 12, 2019
Jessica Curry-Jones	Paraprofessional	October 12, 2019
Leslie Krater	Paraprofessional	October 17, 2019
Karen Markham	Custodian	October 9, 2019
Deborah McKnight	Paraprofessional	December 31, 2019
Margaret Niedzialkia	Bus Monitor	September 11, 2019
Dana Thompson	Paraprofessional	October 16, 2019

Requests for Leaves of Absence:

Name/Position (Handouts distributed to Board with Types of Leaves and Dates)

- (1) Kristina Busti/School Psychologist
- (2) Janet Cherup/Paraprofessional
- (3) Kayla Kerns/Speech Language Clinician
- (4) Jessica McClellan/ Speech Language Clinician
- (5) Maranda Valentino/ESL Instructor

Substitute Professional and Support Staff for the 2019 – 2020 school year:

Substitute Support Staff:

Abby Condon Hillary Cunningham

Emergency Substitutes (06 Emergency Permit):

Jessica Branagan	Danielle McKain
Jessica Gerling	Stelyio Muksuris
Kayla Grimm	Robert Rockwell
Madison Klimek	

Presentation for Approval of Job Descriptions:

Administrative Assistant for Communications and Operations-(PaTTAN-Pittsburgh):

This position exists to fulfill administrative support responsibilities for the PaTTAN Pittsburgh office. This position must perform duties in an accurate, professional, efficient, timely and confidential manner. This position carries the authority to

communicate with both internal and external stakeholders and to oversee the daily PaTTAN operations as directed by PaTTAN administration. Pay Classification: PaTTAN-Non-Bargaining Unit Support, Non-Exempt, Range I.

Approve Request(s) to Attend Conference/Convention and/or Conduct Field Trips: Motion was made by Mr. Price, seconded by Mr. Dunham to approve the request(s) to attend conferences/conventions and/or conduct field trips according to Board Policy. The motion passed unanimously.

Conference/Convention Requests:

Name/Position	Conference/Convention	Date
Jenny Lent, Director of Curriculum and Instruction	Stand Up for Kids Conference Split Rock Resort Lake Harmony PA	November 6 – 8, 2019 (E-Colors Presentation)
Jenny Lent, Director of Curriculum and Instruction	PASCD Conference Hershey Lodge and Convention Center Hershey PA	November 24 – 26, 2019 (E-Colors Presentation)
Jordan Lozosky, Coordinator of Educational Technology Initiatives	PIIC Professional Learning Penn State Conference Hotel State College PA	October 27 – 29, 2019
Joe Mahoney, Director of Behavioral/Mental Health and Social Work	Stand Up for Kids Conference Split Rock Resort Lake Harmony PA	November 6 – 8, 2019 (E-Colors Presentation)
Joe Mahoney, Director of Behavioral/Mental Health and Social Work	PASCD Conference Hershey Lodge and Convention Center Hershey PA	November 24 – 26, 2019 (E-Colors Presentation)

Field Trip Request(s):

Name/Program	Destination	Date
Benjamin Gill, Teacher English	Byham Theater Pittsburgh PA	December 19, 2019 (Transportation Cost Paid by IU1 \$350.)
Anastasia Ross, Teacher TES	Holocaust Center of Pittsburgh Pittsburgh PA	November 14, 2019 Transportation Cost Paid by IU1 \$350.)

Approve Intermediate Unit 1 Organization Board Policy – Adoption. Motion was made by Mr. Price, seconded by Mr. Greenlee to approve the below Board Policies that were presented at the September Board of Directors Meeting for first reading. The motion passed unanimously.

204 – Attendance (replacement of current policy)

209 – Health Services/Medical Records (replacement of current policy)

Approve Updates to the 2019 – 2020 Intermediate Unit 1 Campus School Course Description Catalogs. Motion was made by Mr. Price, seconded by Mr. Meadows to approve the updated 2019 – 2020 Intermediate Unit 1 Campus School Course Description Catalogs. The motion passed unanimously. **(Handouts distributed.)**

Approve the Revisions to the 2019 – 2020 Intermediate Unit 1 Campus School Student/Parent Handbooks for the Campus at Waynesburg. Motion was made by Mr. Fine, seconded by Mr. Greenlee to approve the revisions to the 2019 – 2020 Student | Parent Handbooks for the Intermediate Unit 1 Campus Schools. The motion passed unanimously. **(Handouts distributed.)**

Approve of the Revisions to the 2019 – 2020 School Calendar at the Intermediate Unit 1 Campus at Waynesburg.

Motion was made by Mr. Price, seconded by Mr. Greenlee to approve the revisions to the Intermediate Unit 1 Educational Campus School Calendars for the 2019 – 2020 school year. The motion passed unanimously. **(Handouts distributed.)**

Approve Intermediate Unit 1 Campus at Waynesburg Blood Drives. Motion was made by Mr. Dunham, seconded by Mr. Fine to approve the blood drives to be held at the Intermediate Unit 1 Campus at Waynesburg in partnership with Vitalant on January 9, 2020. The motion passed unanimously

Approve the Donation from Rifton Equipment to Intermediate Unit 1. Motion was made by Mr. Fine, seconded by Mr. Greenlee to accept the donation of the Wrist Anchor and Hand Anchor from Rifton Equipment to be used for short term loans in Intermediate Unit 1 Assistive Technology Lending Library. The motion passed unanimously.

Approve of Conference Contract for PaTTAN-Pittsburgh. Motion was made by Mr. Fine, seconded by Mr. Greenlee to approve the conference contract for PaTTAN-Pittsburgh at the Omni Bedford Springs Resort on July 20 through July 23, 2020 at an estimated cost of \$75,000. The motion passed unanimously.

Approve the Purchase of Two (2) – 2020 Chevy Equinox AWD LS for PaTTAN-Pittsburgh. Motion was made by Mr. Price, seconded by Mr. Greenlee to approve the purchasing of two (2) 2020 Chevy Equinox AWD LS, one at \$24,686.86 (floor liners added) and one (1) at \$24,454.00 (floor liners included in factory package) for a total of \$49,140.86 for PaTTAN-Pittsburgh, through the Cooperative Purchasing Contract with Central Westmoreland Council form Tri Star Chevy Sales. The two (2) vehicles will replace two obsolete vehicles within the PaTTAN-Pittsburgh fleet. The motion passed unanimously.

Approve the Letter of Agreement between Leader Services and Intermediate Unit 1. Motion was made by Mr. Fine, seconded by Mr. Dunham to authorize Intermediate Unit 1 to enter into an agreement with Leader Services for \$13,300. The motion passed unanimously.

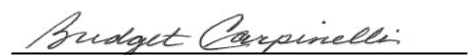
Approve the Cancellation of the November 14, 2019 Board Meeting. Motion was made by Mr. Price, seconded by Mr. Fine to approve the cancellation of the November 14, 2019 Board Meeting, and grant permission to pay the bills due, bills due and payable, and act on any vacancies that are urgent. The motion passed unanimously.

Approve the Service Agreements and Transportation Contracts. Motion was made by Mr. Fine, seconded by Mr. Greenlee to enter into the service agreements and transportation contracts in accordance with Board Policy. The motion passed unanimously

Approve Finances. Motion was made by Mr. Price, seconded by Mr. Fine to approve the Treasurer's Report, Bills Paid and Bills Due and Payable for the various programs of Intermediate Unit 1. Total Bills Paid: \$3,246,853.28, Total Bills Due and Payable: \$238,556.91. The motion passed unanimously.

Adjournment. Mr. Fine moved, and Mr. Dunham seconded, for adjournment and agreed to by all in attendance. Meeting adjourned at 8:07 PM.

Respectfully submitted,


Bridget Carpinelli, Secretary
Intermediate Unit 1 Board of Directors

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