

**CENTRAL INTERMEDIATE UNIT # 10**

Summary of Board Action

**February 6, 2019**

**The following directors were present:**

- Mr. Mark Kresovich, Bald Eagle Area SD
- Mr. Jeff Steiner, Bellefonte Area SD
- Ms. Shawna Rothrock, Clearfield Area SD
- Mr. Rick Gates, Glendale Area SD
- Mr. Bo Miller, Keystone Central SD
- Ms. Ruth Saupp, Moshannon Valley SD
- Dr. Dan Duffy, State College Area SD
- Mr. David Hutchinson, State College Area SD – Member at Large

**The following directors were absent:**

- Ms. Mary Ann Rafferty, Curwensville Area SD
- Ms. Kathleen Cowden, Harmony Area SD
- Mr. BT Schwier, Penns Valley SD
- Mr. Robert Massung, Philipsburg-Osceola SD
- Mr. Melvin Smeal, West Branch Area SD

**Also present were:**

- Dr. J. Hugh Dwyer, Executive Director
- Mr. Jon Rice, Director of Business Services
- Dr. Michele Hammersla-Quick, Director of Special Education and Non-Public School Services
- Ms. Karen Krise, Director of Preschool Early Intervention
- Ms. Laurie Castagnolo, Human Resource Manager
- Ms. Jenna Witherite, Adult and Community Programs Coordinator
- Mr. Daniel M. Berger, Director of Information Technology
- Ms. Haylee Hickman, Board Secretary
- Dr. Scott Etter, Solicitor

**Visitors included:**

- Ms. Lauren Smith, CIU # 10 TaC Consultant
- Mr. Ryan Gill, CIU # 10 TaC Consultant
- Ms. Dawn Moss, CIU # 10 TaC Consultant
- Ms. Cherie Neely, CIU # 10 TaC Consultant
- Ms. Katie Bish, CIU # 10 Special Education Supervisor
- Mr. Jody Caprio, TCEA President

**Documents shared with the Board:**

- Addendum, February 6, 2019
- Agenda, February 6, 2019
- Minutes, November 20, 2018
- Financial Report and Treasurer's Report, December 2018
- Financial Report and Treasurer's Report, January 2019
- Administrative Reports
- Calendar of Meetings

## Administrative Reports

- A. Dr. J. Hugh Dwyer, Executive Director
- B. Jon Rice, Director of Business Services
- C. Laurie Castagnolo, Human Resources Manager
- D. Diane Hubona, Director of Curriculum and Innovation
- E. Dr. Michele Hammersla-Quick, Director of Special Education and Non-Public Student Services
- F. Jenna Witherite, Adult and Community Programs Coordinator
- G. Daniel M. Berger, Director of Information Technology

## **Board Action**

- **Adopted** the Agenda and Addendum Items for the February 6, 2019 meeting
- **Approved** the following new CIU # 10 Board Member(s)
  - **Mr. Boise Miller** – Keystone Central School District Representative –through December 31, 2019
  - **Mr. Robert Massung** – Philipsburg-Osceola School District Representative –December 31, 2021
  - **Ms. Kathleen Cowden** – Harmony Area School District Representative – through December 31, 2019
- **Accepted** the following returning members of the Central Intermediate Unit Board of Directors:
  - **Mr. BT Schwier** – Penns Valley Area School District Representative – through December 31, 2019
  - **Ms. Ruth Saupp** – Moshannon Valley Area School District Representative – through December 31, 2019
  - **Mr. Melvin Smeal** – West Branch Area School District Representative – through December 31, 2019
  - **Mr. Rick Gates** – Glendale Area School District Representative – through December 31, 2019
- **Approved the [Minutes of the November 20, 2018 meeting](#)**
- Held an **Executive Session** to discuss personnel and litigation

- **Accepted** the following Treasurer’s Reports and Financial Reports
  - [Treasurer’s Report and Financial Reports for December 2018](#)
  - [Treasurer’s Report and Financial Reports for January 2019](#)
  
- **Approved the Following New Personnel:**
  - A. Judy Westley** – Full-time Administrative Assistant – Centre County Detention Center – Special Education – 184 days per year – Effective January 2, 2019 - **\$12.40 per hour** - (replaces Lindsey Livergood) - initial approval by way of Policy 003 - Board Procedures – Functions – Executive
  
  - B. Michelle McGraw** – Full-time Interpreter – Special Education - 184 days per year – Effective January 28, 2019, **\$30.00 per hour** - initial approval by way of Policy 003 – Board Procedures – Functions – Executive
  
  - C. Adam Uncapher** – Part-time – Student Support Coordinator – Development Center for Adults (Clearfield) – **Hourly Rate, \$15.00** – Effective January 23, 2019 – initial approval by way of Policy 003 – Board Procedures – Functions – Executive
  
  - D. Lynne Glass** – Part-time – Student Support Coordinator – Development Center for Adults (Clearfield) – **Hourly Rate \$15.00** – Effective January 28, 2019 – Initial approval by way of Policy 003 – Board Procedures – Functions – Executive
  
  - E. Tina Mauer** – part-time Classroom Assistant – Preschool/Early Intervention – Effective February 7, 2019, **\$10.75 per hour**
  
  - F. Ryan Beiswenger** – Full-time Classroom Assistant – Special Education – Bridge Classroom Clearfield County – **\$11.00 per hour** – Effective February 6, 2019 – initial approval by way of Policy 003 – Board Procedures – Functions – Executive
  
- **Approved** the contract with Alicia Fischer, School Psychologist, to complete Special Education Evaluations, a maximum of four per month at a rate of \$550.00 per evaluation – initial approval by way of Policy 003 - Board Procedures – Functions – Executive

- **Approved the [agreement between CIU 10 and GovPlanet](#)** – CIU 10 to use GovPlanet’s auction site to sell end of life IU property – GovPlanet will receive a buyer’s premium fee of 10 percent of the final selling price of all items sold under the agreement – Initial approval by way of Policy 003
  
- **Approved** the following Policies for First Reading:
  - G. **[610 Purchases Subject to Bid/Quotation](#)**  
(will repeal/replace [Policy 3323](#) Soliciting Prices Bids and Quotations)
  - H. **[611 Purchases Budgeted](#)**  
(will repeal/replace [Policy 3311](#) Purchases Budgeted)
  - I. **[612 Purchases Not Budgeted](#)**
  - J. **[613 Cooperative Purchasing](#)**
  - K. **[626 Federal Fiscal Compliance](#)**  
(note attachments)
  - L. **[626.1 Travel Reimbursement – Federal Programs](#)**
  - M. **[800 Records Management](#)**
  - N. **[827 Conflict of Interest](#)**
  
- **Moved** to transition Ms. Jenna Witherite from a 10-month administrative position to a 12-month administrative calendar per the CIU # 10 Act 93 Administrative Compensation Plan – Effective January 1, 2019
  
- **Created** the position Director of Adult Education and Project Development Effective February 6, 2019
  
- **Appointed** Ms. Jenna Witherite to the Act 93 position Director of Adult Education and Project Development with an annual salary, benefits and responsibilities commensurate with the current Act 93 Administrative Compensation Plan – Effective February 6, 2019
  
- **Approved the following Consent Agenda Items:**

**1. Personnel Items**

**Rate Adjustment**

- A. **Roxann Mason** – Substitute Personal Care Aide – Preschool – Hourly Rate from **\$9.00 to \$9.25** – Effective January 1, 2019

## Resignations

- B. Patricia Stutzman-Roeber** – Instructor - Development Center for Adults – Skills of Central PA – Effective December 14, 2018
- C. Larry Kolbe** – Instructor – Development Center for Adults- Clearfield - Effective January 18, 2019
- D. Susan Archer** – Student Support Coordinator – Development Center for Adults – Clearfield – Effective January 15, 2019
- E. Michael Mullins** – Classroom Assistant – Special Education – Bridge Classroom, Clearfield County – Effective January 31, 2019

## Substitute/Temporary

- F. Laura Mendoza** – Temporary Full-time Speech Therapist – Preschool/Early Intervention – Effective March 2019 (covering for an employee leave)
- G. Ryan Beiswenger** – Substitute Classroom Assistant – Special Education – Bridge Classroom – Hourly Rate, \$9.50 – Effective January 29, 2019
- H. Eve Shellenberger** – Incarcerated Youth – Effective February 2019 – **\$95 per day** - initial approval by way of Policy 003 - Board Procedures – Functions – Executive
- I. Susan Stiner** – Incarcerated Youth – Effective February 2019 - **\$95 per day** - initial approval by way of Policy 003 - Board Procedures – Functions – Executive

## Leave

- J. Employee # 2394** – Speech Language Pathologist – Preschool/Early Intervention - leave effective January 2, 2019 to January 18, 2019

## Student Observation/Student Teacher/Internship

- K. Meredith Hitchcock** – New York University – Speech-Language Pathology Student – Effective January 8, 2019 - initial approval by way of Policy 003 - Board Procedures – Functions – Executive
- L. Devin Adams** – The Pennsylvania State University – Rehabilitation and Human Services – Effective January 2, 2019 - initial approval by way of Policy 003 - Board Procedures – Functions – Executive
- M. Rachel Bennett** – The Pennsylvania State University – Speech Language Pathology Student – Effective January 3, 2019 - initial approval by way of Policy 003 - Board Procedures – Functions – Executive
- N. Bailey Hostermann** – Clarion University – Speech-Language Pathology Student – Effective January 7, 2019 – initial approval by way of Policy 003 - Board Procedures – Functions –

- O. Talitha Narehood** - Clarion University of Pennsylvania – Dual Early Childhood and Special Education – Effective February 15, 2019 – Ms. Narehood is assigned to Special Education

## 2. Out of Unit Travel

- A. Kim Campbell** – Student Data Specialist – [Pennsylvania Department of Education Conference](#) – Hershey, PA – March 11-13, 2019, **\$749.00** (Includes registration fee of \$179.00)
- B. Dr. Michele Hammersla-Quick** – Director of Special Education and Non Public Student Services – [Pennsylvania Department of Education Conference](#) – Hershey, PA – March 10-13, 2019, **\$973.56** (Includes registration fee of \$179.00)
- C. Ryan Gill** – Educational Consultant – [Pennsylvania Department of Education Conference](#) – Hershey, PA – March 11-13, 2019, **\$682.04** (Includes registration fee of \$179.00)
- D. Michelle Shirk** – Special Education Supervisor/Principal of Student Services – [Pennsylvania Department of Education Conference](#) – Hershey, PA – March 10-13, 2019, **\$793.98** (no registration fee, included in Special Education Fellowship)
- E. Barry Frye** – Data Governance Consultant – [Pennsylvania Department of Education Conference](#) – Hershey, PA – March 11-13, 2019, **\$764.00** (Includes registration fee of \$179.00)
- F. Leanna Keegan** – [Supervisor’s Retreat: Blindness Visual Impairment, Deaf/Blind, Deaf Hard of Hearing](#) – Harrisburg, PA – February 5-7, 2019, **\$432.91** (no registration fee)
- G. Patti Ryver** – Assistant Business Manager – [PA Association of School Business Officials \(PASBO\) Annual Conference](#) – Hershey, PA – March 6-8, 2019, **\$847.31** (Includes registration fee of \$349.00)
- H. Jonathan Rice** – Director of Business Services – [PA Association of School Business Officials \(PASBO\) Annual Conference](#) – Hershey, PA – March 6-8, 2019, **\$852.76** (Includes registration fee of \$349.00)
- I. Daniel Berger** – Director of Information Technology – [PA Association of School Business Officials \(PASBO\) Annual Conference](#) – Hershey, PA – March 5-8, **\$973.00** (Includes registration fee of \$349.00)
- J. Dawn Moss** – [Association for Positive Behavior Support \(APBS\) Conference](#) – Washington, DC – February 21-23, 2019, **\$1,135.00** (Includes registration fee of \$150.00)
- K. Heather Spotts** – Educational Consultant – [Pennsylvania Department of Education Conference](#) – Hershey, PA – March 11-13, 2019, **\$572.04** (Includes registration fee of \$179.00)
- L. Lauren Smith** – Educational Consultant – [Pennsylvania Department of Education Conference](#) – Hershey, PA – March 11-13, 2019, **\$572.04** (Includes registration fee of \$179.00)
- M. Dawn Moss** – Educational Consultant – [Pennsylvania Department of Education Conference](#) – Hershey, PA – March 11-13, 2019, **\$572.04** (Includes registration fee of \$179.00)

- N. **Christine Sanker** – Educational Consultant – [2019 Social and Emotional Learning Conference](#) – Baltimore, MD – May 19-23, 2019, **\$1,870.00** (Includes registration fee of \$575.00)

### 3. Activity Passes

- A. Issuance of 2019 **Activity Passes** which admit board members and superintendents to all activities conducted by participating districts

### 4. Contracts, Agreements

#### Disbursement:

- A. **2019 Advanced Placement Summer Institute** – Agreements to provide Instructional Services at the 2019 Advanced Placement Summer Institute

Instructor Name	Course	Amount
<b>William Wesley</b>	<b>AP Biology</b>	<b>\$2,500</b>
<b>Theresa Fischer</b>	<b>AP Microeconomics/Macroeconomics</b>	<b>\$2,500</b>
<b>Pablo Elizaga</b>	<b>AP Spanish Literature and Culture</b>	<b>\$2,500</b>
<b>Cheryl Petersohn</b>	<b>AP English Literature and Composition</b>	<b>\$2,500</b>
<b>Anthony Dalasio</b>	<b>AP US Government and Politics</b>	<b>\$2,500</b>
<b>Kimberly Burton-Regulski</b>	<b>AP Computer Science A</b>	<b>\$2,500</b>
<b>Bertha Gutman</b>	<b>AP Studio Art: Drawing</b>	<b>\$2,500</b>

- B. [BLaST Intermediate Unit 17](#) – Special Education – annual maintenance and support of DaRTS Software (\$8,850.00) and annual subscription of the ELRNR Online Registration System (\$2,500.00), **\$11,350.00**

- C. **CenClear Child Services** – Agreement for leasing of space at the Matternville School – July 1, 2017 through June 30, 2018 (retroactive) and July 1, 2018 through June 30, 2019, **\$2,058.00 per month**

#### Revenue:

- D. [State College Area School District](#) - CIU # 10 to receive payment from State College Area School District for the Central Intermediate Online Learning Association (CIOLA) membership, January 1, 2019 through June 30, 2019, prorated for half year full consortium price, **\$7,500.00** (full year price, \$15,000)

### 5. Transportation Contracts

No.	Contractor	Driver	Code	Amount/ day	Effective
<b>1.</b>	Stauffer's Transportation	Change	1D	\$99.04	11/1/18
<b>2.</b>	Stauffer's Transportation	Change	8A	\$68.67	11/1/18

3.	Stauffer's Transportation	Change	5A	\$80.15	11/8/18
4.	Stauffer's Transportation	Change	6C	\$110.68	11/1/18
5.	Stauffer's Transportation	Zamora	41	\$638.88	11/11/18
6.	Stauffer's Transportation	Frantz	42	\$61.80	11/1/18
7.	Stauffer's Transportation	Change	9B	\$195.23	11/8/18
8.	Stauffer's Transportation	Change	16E	\$200.47	11/1/18
9.	Stauffer's Transportation	Change	23A	\$66.16	11/1/18
10.	Stauffer's Transportation	Change	26A	\$236.06	11/1/18
11.	Stauffer's Transportation	Change	30A	\$119.24	11/1/18
12.	Stauffer's Transportation	Young	40	\$65.58	11/1/18
13.	Stauffer's Transportation	Change	28C	\$196.26	11/1/18
14.	Stauffer's Transportation	Change	22C	\$181.40	11/5/18
15.	Stauffer's Transportation	Change	20D	\$77.91	11/1/18
16.	Stauffer's Transportation	Change	12C	\$88.07	11/1/18
17.	Stauffer's Transportation	Change	3C	\$94.31	11/8/18
18.	Stauffer's Transportation	Change	7F	\$123.48	11/1/18
19.	Stauffer's Transportation	Change	19B	\$101.87	11/20/18
20.	Stauffer's Transportation	Change	32B	\$176.32	11/1/18
21.	Stauffer's Transportation	Change	26B	\$202.91	11/27/18
22.	Stauffer's Transportation	Change	27A	\$212.05	11/27/18
23.	Stauffer's Transportation	Change	28D	\$143.72	11/27/18
24.	Stauffer's Transportation	Change	30B	\$147.97	11/27/18
25.	Stauffer's Transportation	Change	31A	\$230.42	11/27/18
26.	Stauffer's Transportation	Change	31.1A	\$219.46	11/27/18
27.	Stauffer's Transportation	Houser	43	\$102.44	11/27/18
28.	Stauffer's Transportation	Change	7G	\$185.70	11/28/18
29.	Stauffer's Transportation	Change	38A	\$54.99	11/12/18
30.	Stauffer's Transportation	Wirtz	44	\$76.22	11/27/18
31.	Stauffer's Transportation	Change	38B	\$46.17	11/13/18
32.	Randy Fink	Change	1E	\$160.63	12/5/18
33.	Randy Fink	Change	2D	\$162.78	12/5/18
34.	Randy Fink	Change	6B	\$141.54	12/13/18
35.	Randy Fink	Change	7B	\$103.00	12/13/18
36.	Randy Fink	Change	9B	\$121.33	12/3/18
37.	Randy Fink	Change	11A	\$103.79	12/17/18
38.	Randy Fink	Yarger	14	\$109.82	12/4/18
39.	D&D Transportation	1A Corrected	1A	\$100.75	9/4/18
40.	Randy Fink	Change	1C	\$59.39	11/19/18
41.	Randy Fink	Change	1D	\$172.14	11/28/18
42.	Randy Fink	Change	2C	\$145.88	11/21/18
43.	Randy Fink	Change	5C	\$41.00	11/19/18
44.	Randy Fink	Change	7A	\$88.34	11/13/18
45.	Randy Fink	Change	8B	\$85.81	11/1/18
46.	Randy Fink	Change	9A	\$153.74	11/14/18
47.	Randy Fink	Change	12B	\$86.32	11/13/18
48.	Randy Fink	Lingle	13	\$135.77	11/2/18
49.	CenClear Child Services	Change	89A	\$63.41	8/14/18
50.	CenClear Child Services	Kelley	1	\$96.72	8/27/18
51.	CenClear Child Services	Change	1A	\$176.64	9/5/18
52.	CenClear Child Services	Change	1B	\$156.91	9/10/18

53.	CenClear Child Services	Kephart	2	\$48.64	8/28/18
54.	CenClear Child Services	Change	2A	\$56.32	8/30/18
55.	CenClear Child Services	Conrad	3	\$48.00	8/27/18
56.	CenClear Child Services	Change	3A	\$102.96	8/30/18
57.	CenClear Child Services	Change	3B	\$157.45	9/4/18
58.	CenClear Child Services	Miller	4	\$44.96	8/30/18
59.	CenClear Child Services	Wisor	5	\$54.00	8/28/18
60.	CenClear Child Services	Change	5A	\$156.50	9/4/18
61.	CenClear Child Services	Change	5B	\$163.24	9/26/18
62.	CenClear Child Services	Long	6	\$112.98	9/5/18
63.	CenClear Child Services	Lowe	7	\$206.57	9/4/18
64.	CenClear Child Services	Miller	8	\$89.80	9/4/18
65.	CenClear Child Services	Vinglass	9	\$227.49	9/4/18
66.	CenClear Child Services	Change	9A	\$290.60	9/24/18
67.	CenClear Child Services	Maney	10	\$182.63	9/4/18
68.	CenClear Child Services	Mease	11	\$202.03	9/4/18
69.	CenClear Child Services	O'Dell	12	\$70.88	9/5/18
70.	Stauffer's Transportation	Change	12D	\$97.55	12/3/18
71.	Stauffer's Transportation	Change	12E	\$121.40	12/17/18
72.	Stauffer's Transportation	Change	15B	\$114.49	12/3/18
73.	Stauffer's Transportation	Change	16F	\$183.49	12/4/18
74.	Stauffer's Transportation	Change	19C	\$94.51	12/20/18
75.	Stauffer's Transportation	Change	20E	\$77.57	12/17/18
76.	Stauffer's Transportation	Change	23B	\$121.36	12/3/18
77.	Stauffer's Transportation	Change	37A	\$184.91	12/17/18
78.	Stauffer's Transportation	Change	38C	\$55.13	12/3/18
79.	Stauffer's Transportation	Change	39A	\$68.77	12/3/18
80.	Stauffer's Transportation	Change	40A	\$79.66	12/3/18
81.	Stauffer's Transportation	Change	44A	\$82.21	12/4/18
82.	Stauffer's Transportation	Englert	45	\$59.97	12/11/18

- **Next Meeting:** February 28, 2019 – CIU 10 – Clearfield County (West Decatur)