

CENTRAL INTERMEDIATE UNIT # 10

Summary of Board Action

October 25, 2018

The following directors were present:

- Mr. Jeff Steiner, Bellefonte Area SD
- Ms. Mary Ann Rafferty, Curwensville Area SD
- Mr. Charles Rosamilia, Keystone Central SD
- Ms. Ruth Saupp, Moshannon Valley SD
- Mr. BT Schwier, Penns Valley SD
- Dr. Dan Duffy, State College Area SD
- Mr. David Hutchinson, State College Area SD – Member at Large
- Mr. Melvin Smeal, West Branch Area SD

The following directors were absent:

- Mr. Mark Kresovich, Bald Eagle Area SD
- Ms. Shawna Rothrock, Clearfield Area SD
- Mr. Rick Gates, Glendale Area SD
- Vacant Seat, Harmony Area SD
- Ms. Rebecca Timchak, Philipsburg-Osceola SD

Also present were:

- Dr. J. Hugh Dwyer, Executive Director
- Ms. Patti Ryver, Assistant Business Manager
- 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
- Mr. Daniel M. Berger, Director of Information Technology
- Ms. Haylee Hickman, Board Secretary
- Dr. Scott Etter, Solicitor

Visitors included:

- Mr. Jeff Straub, Crabtree, Rohrbaugh & Associates
- Mr. Ryan Gill, CIU # 10 TaC Consultant
- Mr. Jody Caprio, TCEA President

Documents shared with the Board:

- Addendum, October 25, 2018
- Agenda, October 25, 2018
- Minutes, September 27, 2018
- Financial Report, October 2018
- Treasurer's Report, October 2018
- Administrative Reports
- Administrative Contact Information Packet
- Roof Project Packet

Administrative Reports

- A. Dr. J. Hugh Dwyer, Executive Director
- B. Patti Condon, Assistant Business Manager
- 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 October 25, 2018 meeting
- **Approved** the minutes of the September 27, 2018 meeting
- Held two **Executive Sessions** to discuss personnel
- **Approved** the Treasurer’s Report and Financial Report for October 2018 as follows:

Revenue:	\$	2,251,828.46		
Disbursements:	\$	1,452,853.39		
CIU # 10 Account Balances at CNB Bank as of			October 19, 2018	

Account Name	Balance		
General Fund	\$ 3,466,649.24		
Payroll Account	\$ 1,424,674.50		
Insurance Trust Savings Account	\$ 3,261,015.34		
Insurance Trust Checking	\$ 70,942.53		
First Nat'l Bank CC Account	\$ 31,115.73		
OPEB Account, CNB Bank	\$ 34,033.32		
Gen. Fund CD, CNB Bank (par value)	\$ 1,051,254.26		
CIU-IC 15 Mth CD, CNB Bank <small>(12/17)</small>	\$ 505,523.78		
CIU-IC 15 Mth CD, CNB Bank <small>(12/17)</small>	\$ 1,516,571.33		
CIU-IC CD, CNB Bank (par value)	\$ 7,397,987.99		
TOTAL	\$ 18,759,768.02		

Disbursement Summary	October 2018		
Bills	\$ 442,556.68		
Payroll	\$ 599,803.01		
Benefits	\$ 247,638.12		
Fringe	\$ 162,855.58		
TOTAL	\$ 1,452,853.39		

- **Approved the Following New Personnel:**

- A. **Susan Archer** - Part-time – Student Support Coordinator- Development Center for Adults (Clearfield) - **Hourly Rate \$17.00** - Effective October 17, 2018 – Employing Under Temporary Employee Contract - initial approval by way of Policy 003 - Board Procedures – Functions – Executive

- **Approved** the agreement between [New York University](#), Steinhardt School of Culture, Education and Human Development and Central Intermediate Unit # 10 – Affiliation agreement to provide clinical training to students - no financial interchanges - effective upon signing

- **Approved** the amended agreement between CIU # 10 and [Riverview Intermediate Unit](#) # 6, with 60-day termination language added - Service agreement to provide Teacher of the Deaf and Hard of Hearing Services at a rate of \$199.28 per hour plus mileage, for approximately 310 hours for the 2018-2019 school year. - Total amount of agreement, **\$61,776.80 plus mileage** (originally approved at the September 27, 2018 meeting)

- **Approved** a service agreement between CIU # 10 and [Keystone Central School District](#) (KCSD) – CIU # 10 will provide school based access billing services to Keystone Central School District – Keystone Central School District will pay a one-time set up fee of \$5,000.00 to CIU # 10 - Keystone Central School District will then be billed for ten percent (10%) of the value of the Net Claims on a yearly basis

- **Approved** Luzier’s Cleaning Company to provide cleaning services at CIU # 10’s modular at Clearfield Alliance Christian School at a daily cost of **\$40.00 per day and monthly cost of \$320.00**

- **Tabled** the Approval of the transfer of funds from the General Fund Checking Account to a newly created Public Funds Savings Account (\$500,000), a 12-Month CD (\$500,000) and an 18 month CD (\$250,000) to reinvest funds liquidated in August 2018
- **Rescinded** the agreement for purchase of services from Clearfield County Metal, LLC. for a metal roof installation with a 25 year warranty at the CIU # 10 - Clearfield County Office, **\$8,996.00** and *directed the administration to seek telephone bids with specifics and a timeline*
- **Tabled** the Approval of the purchase of services from [T. English Construction](#) for a metal roof installation with a lifetime material warranty at the CIU # 10 - Clearfield County Office, **\$9,900.00**
- **Approved** the following Consent Agenda items:

1. Personnel Items

Substitute

- A. David McCullough** -Substitute for Incarcerated Youth and Detention Center - Effective for 2018-2019 School Year – Substitute Daily Rate of **\$95.00** per day or prorated

Student Observation

- B. Elizabeth Brown** – Lock Haven University – Special Education and Early Elementary Major – Effective October 8, 2018 – Ms. Brown is assigned to Special Education - initial approval by way of Policy 003 - Board Procedures – Functions – Executive
- C. Margo Castagnolo** - Lock Haven University – Special Education and Early Elementary Major – Effective October 29, 2018 – Ms. Castagnolo is assigned to Preschool/EI

Student Teacher/Internship

- D. Samantha Rowley** - The Pennsylvania State University – Kinesiology focus in Occupational Therapy – Effective on or after January 2, 2019 – Ms. Rowley is assigned to Special Education

Leave

- E. Employee # 810** – Administrator – Special Education - leave effective September 24, 2018, not to exceed 12 weeks

2. Out of Unit Travel

- A. **Leanna Keegan** – Special Education Supervisor/Principal of Student Services – [Nonviolent Crisis Intervention Certification](#)– October 30 through November 2, 2018 – Erie, PA, **\$3,857.02** (includes registration fee of \$3,049)
- B. **Laurie Castagnolo** – Human Resources Manager – [PASPA Annual Conference](#) – February 27 through March 1, 2019 – Harrisburg, PA, **\$825.42** (includes registration fee of \$495.00)
- C. **Andrea Nickell** – BRIDGE Program Teacher (Penns Valley) – [Council for Exceptional Children Convention and Expo](#) – January 31 through February 2, 2019 – Indianapolis, IN, **\$720.00** (includes registration fee of \$560.00)
- D. **Lauren Smith** - Educational Consultant - [Closing the Gap Assistive Technology Conference](#) - September 25 through 29, 2018 - Prior, MN. **\$2,375.00** (includes a registration fee of \$765.00)
- E. **Heather Spotts** – Educational Consultant – [Beyond the Dyslexia Pilot: Advancing and Applying Evidence Based Practices at the Core, in support of Philipsburg-Osceola Early Reading](#) – November 28 through 30, 2018 – Harrisburg, PA, **\$455.60** (no registration fee)
- F. **Kim Campbell** – Student Data Specialist – [2019 Pennsylvania Department of Education Data Summit](#) – March 24 through 27, 2019 – Hershey, PA, **\$995.00** (includes registration fee of \$300.00)
- G. **Barry Frye** – Data Governance Consultant – [2019 Pennsylvania Department of Education Data Summit](#) – March 24 through 27, 2019 – Hershey, PA, **\$980.00** (includes registration fee of \$300.00)
- H. **Ryan Gill** – Educational Consultant – [Pete&C Conference 2019](#) – February 11 through 13, 2019 – Hershey, PA, **\$797.00** (includes registration fee of \$257.00)
- I. **Michael Baker** – Curriculum and Innovation Consultant – [Center for Safe Schools Conference](#) – December 11 and 12, 2018 – Harrisburg, PA, **\$782.80** (includes registration fee of \$295.00)
- J. **Dr. J. Hugh Dwyer** – [AESA Annual Conference](#) – November 28 through December 1, 2018 – Colorado Springs, CO, **\$2,164.04** (includes registration fee of \$890.00)

3. Contracts and Agreements

Consortium

- A. Purchase of **Discovery Streaming** for technology consortium participants – School Districts will be billed at the following rates:

<u>District</u>	<u>Total</u>
Bald Eagle Area School District	\$1,522.80

Bellefonte Area Middle School	\$582.80
Clearfield Area School District	\$2,103.72
Curwensville Area School District	\$940.00
Glendale Area School District	\$1,039.50
Harmony Area School District	\$268.84
Moshannon Valley Area School District	\$813.10
Nittany Valley Charter School	\$64.80
State College Area School District	\$4,987.64
<u>Young Scholars of Central Pa</u>	<u>\$376.00</u>
Total	\$12,699.20

Disbursement:

- B. Ingrid Gilpatrick** – Sign Language Classes at Bald Eagle Area School District – previously approved on September 27, 2018 – adjusted rate of **\$56.91 per hour plus mileage**
- C. [Collins Education Associates LLC](#)** – Collins Writing Workshop with John Collins at the CIU # 10 Centre County Site on November 6, 2018, **\$2,750.00**
- D. [Collins Education Associates LLC](#)** – Collins Writing Workshop with John Collins at the CIU # 10 Centre County Site on February 7, 2019, **\$2,680.00**
- E. Grace Lutheran Preschool** – CIU # 10’s Preschool Early Intervention Program will reimburse Grace Lutheran Preschool up to 15 hours per week for a personal care aid for an identified child - This aide is needed for safety reasons and to assist the child in making progress toward the student’s IEP goals - The rate of reimbursement will be **\$10.00 per hour** - retro-active to September 4, 2018
- F. [J. Richard Gentry, INC.](#)** - to provide professional development event on February 26, 2019 –
Kid Writing in the 21st Century: Best Practices for Teaching Literacy in Kindergarten through Grade 2 , **\$3,950.00**, all inclusive
- G. [David Kilpatrick, Ph.D](#)** - Recent Advances in Understanding Word-Level Reading Problems: Assessment & Highly Effective Interventions to Improve Reading Difficulties Workshop, at CIU # 10 Centre County Site on April 10, 2019, **\$1,400.00**
- H. [95% Group Inc.](#)** – Kilpatrick Book Study (December 7, 2018) and The 10 Success Factors Seminar (March 20, 2018), at CIU # 10, **\$2,000.00**

4. Grants

- A. [Pennsylvania Commission on Crime and Delinquency \(PCCD\) Safe Schools Grant](#) in the amount of \$54,270.00 – CIU # 10 has applied for this grant in order to provide Trauma Informed Care from a vendor and to purchase and install an enhanced access control system for five doors at two CIU # 10 facilities

5. Transportation Contracts

No.	Contractor	Driver	Code	Amount / day	Effective
1.	Stauffer's Transportation	Armstrong	1	\$133.46	8/27/18
2.	Stauffer's Transportation	Change	1A	\$161.44	9/17/18
3.	Stauffer's Transportation	Moser	2	\$95.94	8/27/18
4.	Stauffer's Transportation	Knight	3	\$63.80	8/27/18
5.	Stauffer's Transportation	Change	3A	\$73.64	9/4/18
6.	Stauffer's Transportation	Kerstetter	4	\$110.37	8/27/18
7.	Stauffer's Transportation	Flickinger	5	\$80.15	8/27/18
8.	Stauffer's Transportation	McKinley	6	\$90.09	8/27/18
9.	Stauffer's Transportation	Long	7	\$87.54	8/27/18
10.	Stauffer's Transportation	Change	7A	\$75.65	9/24/18
11.	Stauffer's Transportation	Perry	8	\$91.68	8/27/18
12.	Stauffer's Transportation	Stauffer	9	\$132.75	8/27/18
13.	Stauffer's Transportation	Stauffer	10	\$65.30	8/27/18
14.	Stauffer's Transportation	Donley	11	\$234.36	8/27/18
15.	Stauffer's Transportation	Houser	12	\$93.93	8/27/18
16.	Stauffer's Transportation	Watkins	13	\$83.88	8/27/18
17.	Stauffer's Transportation	Cole	14	\$215.44	8/27/18
18.	Stauffer's Transportation	Change	14A	\$207.25	9/19/18
19.	Stauffer's Transportation	Change	4A	\$104.32	9/25/18
20.	Stauffer's Transportation	Change	7B	\$82.44	9/25/18
21.	Stauffer's Transportation	Change	14B	\$211.44	9/24/18
22.	Stauffer's Transportation	Holderman	37	\$119.09	9/6/18
23.	Stauffer's Transportation	Thompson	38	\$48.00	8/27/18
24.	Stauffer's Transportation	Moyer	21	\$118.20	9/4/18
25.	Stauffer's Transportation	Change	21A	\$108.55	9/25/18
26.	Stauffer's Transportation	Frantz	15	\$89.38	8/27/18
27.	Stauffer's Transportation	Zeigler	16	\$67.53	8/27/18
28.	Stauffer's Transportation	Change	16A	\$85.84	9/4/18
29.	Stauffer's Transportation	Change	16B	\$108.20	9/11/18
30.	Stauffer's Transportation	Smith	17	\$106.03	8/27/18
31.	Stauffer's Transportation	Change	17A	\$135.09	9/6/18
32.	Stauffer's Transportation	Sheffler	18	\$58.36	8/27/18
33.	Stauffer's Transportation	Fenstermacher	19	\$79.23	8/27/18
34.	Stauffer's Transportation	Change	19A	\$103.12	9/4/18
35.	Stauffer's Transportation	McKinley	20	\$102.82	8/27/18
36.	Stauffer's Transportation	Change	20A	\$71.12	9/27/18

37.	Stauffer's Transportation	Crane	22	\$48.70	8/27/18
38.	Stauffer's Transportation	Change	22A	\$172.04	9/4/18
39.	Stauffer's Transportation	Change	22B	\$176.43	9/11/18
40.	Stauffer's Transportation	Stauffer	23	\$66.16	8/27/18
41.	Stauffer's Transportation	Newman	24	\$40.54	8/28/18
42.	Stauffer's Transportation	Shank	25	\$40.00	8/28/18
43.	Stauffer's Transportation	Change	25A	\$40.00	9/25/18
44.	Stauffer's Transportation	Lucas	26	\$271.55	9/4/18
45.	Stauffer's Transportation	Williams	27	\$270.64	9/4/18
46.	Stauffer's Transportation	Houser	28	\$102.22	9/4/18
47.	Stauffer's Transportation	Stedman	29	\$146.73	9/4/18
48.	Stauffer's Transportation	Fisher	30	\$173.58	9/4/18
49.	Stauffer's Transportation	Spicer	31	\$295.16	9/4/18
50.	Stauffer's Transportation	Spicer	31.1	\$131.90	9/4/18
51.	Stauffer's Transportation	Armstrong	32	\$70.00	8/27/18
52.	Stauffer's Transportation	Change	32A	\$181.94	9/4/18
53.	Stauffer's Transportation	Gummo	33	\$232.16	9/4/18
54.	Stauffer's Transportation	Gummo	33.1	\$143.30	9/4/18
55.	Stauffer's Transportation	Duck	34	\$125.23	8/27/18
56.	Stauffer's Transportation	Change	34A	\$213.08	9/4/18
57.	Stauffer's Transportation	Hoover	35	\$54.55	8/27/18
58.	Stauffer's Transportation	Change	35A	\$77.10	9/19/18
59.	Stauffer's Transportation	Shirk	36	\$43.40	9/25/18
60.	Stauffer's Transportation	Change	9A	\$187.91	9/4/18
61.	Stauffer's Transportation	Change	1B	\$134.62	9/28/18
62.	Stauffer's Transportation	Change	35B	\$58.15	9/28/18
63.	Randy Fink Transportation	Parks	1	\$60.06	8/27/18
64.	Randy Fink Transportation	Livergood	2	\$129.70	8/27/18
65.	Randy Fink Transportation	Bryan	3	\$109.15	8/27/18
66.	Randy Fink Transportation	Cowder	4	\$96.47	8/27/18
67.	Randy Fink Transportation	Change	4A	\$132.33	9/24/18
68.	Randy Fink Transportation	Jackson	5	\$41.00	8/27/18
69.	Randy Fink Transportation	Sloppy	6	\$120.21	8/27/18
70.	Randy Fink Transportation	Change	6A	\$132.92	9/18/18
71.	Randy Fink Transportation	Gearhart	7	\$94.08	8/27/18
72.	Randy Fink Transportation	Martin	8	\$87.79	8/27/18
73.	Randy Fink Transportation	Change	8A	\$88.85	9/13/18
74.	Randy Fink Transportation	Bartel	9	\$168.74	8/27/18
75.	Randy Fink Transportation	Collins	10	\$148.93	8/27/18
76.	Randy Fink Transportation	Canter	11	\$105.07	8/27/18
77.	Randy Fink Transportation	Stewart	12	\$57.90	8/28/18
78.	Randy Fink Transportation	Change	12A	\$67.95	9/20/18
79.	Stauffer's Transportation	Change	35B	\$58.15	9/28/18
80.	Debra E. MacTavish	Change	2A	\$119.51	9/10/18
81.	Stauffer's Transportation	Change	97B	\$79.43	8/13/18
82.	Long Motor Bus Co.	Bowser	1	\$82.88	8/27/18
83.	Long Motor Bus Co.	Clouser	2	\$53.69	8/27/18
84.	Long Motor Bus Co.	Change	2A	\$49.30	8/29/18
85.	D&D Transportation	Dolan	ESY1	\$90.15	6/25/18

86.	D&D Transportation	Emel	ESY2	\$80.70	6/25/18
87.	D&D Transportation	Noel	ESY3	\$62.00	6/25/18
88.	D&D Transportation	Dolan/Change	ESY1A & 99	\$140.36	7/9/18
89.	D&D Transportation	Change	99A	\$121.94	8/14/18
90.	D&D Transportation	Stamm	ESY4 & 98	\$98.30	7/9/18
91.	D&D Transportation	Change	98A	\$82.65	8/13/18

- **Next Meeting:** Tuesday, November 20, 2018 – CIU # 10 – Clearfield County (West Decatur)