

Labor and Management Minutes
April 22, 2020 Virtual Meeting
Devon Agostino, Committee Member

➤ **Attendees**

- Dr. Wayde Killmeyer, Pat Connolly, Brenda Marino, Melissa Wyllie, Donna Volpe, Jason Williams, Cheryl Pilch, Teena Sipos, Lorinda Hess, Linda Delvaux, Erin Moser, Paula Slater, Devon Agostino, Dr. David Zupsic, Julie McElroy, Alec Gawne, Melanie Turner, Karen Houk

➤ **Correspondence**

- None

➤ **Updates from the Field**

- Teena Sipos: A lot of camaraderie among staff developing all the google sites they are doing and sharing all the information with one another to make the best of those sites for the families.
- Donna Osbourne made a video for the kids on wear masks and to help them not be afraid of them.
- Paula Slater: We lost Aldon Blom Sunday night. The family truly appreciated everything the IU did for them, allowing them more time at home with him to make memories.

➤ **Wellness Challenge**

- Alec Gawne did great job with the water challenge in February.
 - ☆ Dee Thompson won the water challenge and received a \$25.00 gift card and Brita filtered water bottle.
- Ken Holzer Weekly Exercises during Stay at Home Orders. Ken started to send out inspiration and coaching to get up and move while we are working from home. He shared Youtube videos and asked for feedbacks.

➤ **Recognition of Staff**

- Monthly Perfect Attendance Raffle
- \$10.00 Sheetz gift card winners:
 - ☆ Cathy Cornelius – February 2020
 - ☆ Carla Krisuc – March 2020

➤ **Board Presentations**

- March 2020: Children and Youth Experiencing Homelessness Program (Kinnear) (did not occur)
- April 2020: **No Presentation – MIU Convention has been postponed**
- May 2020: Technology Updates – Jason Williams

➤ **Director and Coordinator Reports**

- **Business Office:** Pat Connolly spoke on the business office staff, during our closure, has been going in on Mondays to do accounts payable and doing payroll things that can only be done in the office. Pat has created a schedule for people to enter the office so they are more prepared for the check runs.
- A couple weeks ago, Pat and Brenda met with the leaders of PSEA, ESPA, and Act 93 and we introduced the idea of doing a dependent audit, for healthcare, to verify dependents on your plan.
- Working closely with departments on their budgets and analysis of grants.
- **HR:** Brenda Marino spoke on navigating all the new laws, attending webinars on how to interpret the expansion of family and medical leave.
- Organizing, every Friday, the Western Region HR directors.
- Processing the normal things, doing board motions, and conducted interviews for Special Education Supervisor.
- Design & Print Center: Brenda Marino spoke on working through print request list.

- VSA has been canceled, but he hope to do the same for the students with the Pittsburgh Penguins sponsorship.
- Working on a virtual art show to share with the districts and students.
- Building and Grounds: Pat spoke on building and ground staff being essential personnel and they have been at the office every day during closure, completing many projects as well as deep cleaning and disinfecting the building.
- Curriculum: Dr. David Zupsic spoke on Diane McGaffic has been doing such a great job ever since beginning of closures. She immediately came out with some professional development sessions for teachers to transform and shift into a virtual learning environment.
- Providing districts with training moving into the platforms of Edgenuity and Odyssey
- Continuing to work with school improvement and CSI.
- SPAC: Cheryl Pilch spoke on cancellation of SPAC conference.
- Continuing Education: Cheryl Pilch spoke on preparing for summer courses, online.
- Submitting 5 brand new courses to PDE.
- PreK Counts: Cheryl Pilch spoke on partners doing a great job, still working with kids virtually and helping with school and food supplies.
- Submitted 2 grants, one for the feeding and swallowing team and one for stop the bullying. Both are either under review or consideration.
- State and Federal: Cheryl Pilch spoke on doing virtual meeting with each of the districts on monitoring tools.
- Technology: Julie McElroy spoke on working with districts on virtual learning. PDE was providing free licenses for the online platform, which three of our districts have signed up for, Neshannock K-12, Butler K-12 and West Middlesex K-12.
- Still providing training to staff and districts on any general google program.
- Completing tech support tickets remotely.
- Special Education: Melissa Wyllie spoke about survey for google training and everyone took advantage of it.
- Nonpublic: Lorinda Hess spoke on using our technology to help students at home.
- Meets weekly with staff to keep them informed.
- ELECT Teen Parenting: Lorinda Hess said she meets weekly with staff.

➤ **Sub-Committee Reports**

- **Awards Committee**
 - ❖ Nothing to report.
- **By-Laws Committee**
 - ❖ Nothing to report.
- **Caring/Sharing & Memorial Committee**
 - ❖ Memorials none given this month.
 - ❖ April 2020 Fund Balance: \$2,320.26
- **Employee Recognition Fund**
 - ❖ April 2020 Fund Balance: \$399.48
- **Giving Committee**
- Julie mailed boxes of donations collected to army troop, Artic Wolves. Shipping cost a considerable amount of money, \$351.80. This amount exceeded the cash donations. It was discussed that Julie will be reimbursed the difference. Pat is working with Rep. Kelly's office to see if there is help to ship out the remaining 3 boxes.
- **Special Projects Support Committee**
 - ❖ For the Month of February, a Retro Luncheon raise \$150.00 towards the Recognition Fund, Scholarship Fund and Caring & Sharing and Memorial Fund.

- ❖ Will continue with luncheons and donations that will go towards the Recognition Fund, Scholarship Fund and Caring & Sharing and Memorial Fund upon our return to the office.

- **Professional Development Committee**

- ❖ Nothing to report at this time.

- **Scholarship Committee**

- ❖ April 2020 Fund Balance: \$1,524.64 (\$876.00 from t-shirt sales)
- ❖ Will give two scholarships this year for \$250 each.

- **Wellness Committee**

- ❖ Nothing to report.

➤ **Executive Director Update**

- Executive directors meet on Wednesdays for zoom meetings with Pedro from PDE on how to handle certain situations.
- IU has been a great go between for PDE and districts.
- PAIU State Wide Committee on Act 13 suspended through June 30th.
- Districts are working on how to get belongings of teacher and students that have personal items still at school.
- Districts have been using curriculum and special education; both have been helpful during this time.
- Pedro said to be prepared to open schools this fall as they are currently operating. We hope to be back in the fall but may not be.
- No waiver given on clearances. A need for FBI fingerprinting services for staff and district staff to obtain their clearances.
- If in need of masks*shirt company is making them at jiffyshirts.com
- On a lighter note, Dr. Killmeyer stated that retro luncheon was a great time. Peter Frampton was an iconic 70s musician and his birthday is April 22nd, he turned 70 years old.

➤ **Mrs. Karen Houk**

- Mrs. Houk expressed her gratitude to all employees for working so hard to continue services and operations during the pandemic.
- She heard many good things about the support MIU IV staff has given to staff in her home school district of Neshannock Township.