

**Labor and Management Minutes**  
**September 26, 2018**  
**Devon Agostino, Committee Member**

➤ **Attendees**

- Dr. Wayde Killmeyer, Pat Connolly, Brenda Marino, Melissa Wyllie, Lisa Peduzzi, Cheryl Pilch  
Dr. David Zupsic, Teena Sipos, Melanie Turner, Devon Agostino, Mary Sternthal, Jason Williams  
Alec Gawne, Donna Volpe, Laura Urbach, Karen Houk

➤ **Correspondence**

- None

➤ **Retirements**

- Lisa Peduzzi, Coordinator of Educational Services.

➤ **Kudos to You!**

- Bryda Drumm did an excellent job on Suicide Awareness presentation at the Central Office Meeting.
- Melissa Wyllie and Special Education Team supported a donation of a stroller and bike through Variety My Bike. Great Pictures of child receiving the stroller are on our website.
- Parking Lot – Carrie Fusco for finding alternative parking; Devon Agostino and Melanie Turner for signage; Brian Grossman for parking lot control and vans; Liz Bennett and Andy Grossman for prep, sign placements and barriers. Parking lot took only a couple days to complete. Karen Houk stated it looked beautiful. Thank you, Pat! Great job!
- Testimony received from administrator at Karns City School District on Karen Thompson and a wonderful job she does. Karen Thompson work with emotionally disturbed students.

➤ **September Suicide Awareness Month**

- Watch a video – The Kevin Hines Story: I Jumped Off the Golden Gate Bridge
- Part of Bryda's presentation on Suicide Awareness

➤ **Board Presentations**

- September 27, 2018: PreK Counts and Shared Services Grant – Cheryl Pilch
- October 2018: Changed from Homeless Initiative to ELECT Teen Parenting Program – Lorinda Hess

➤ **Strategic Plan**

- Update from Dr. David Zupsic.
  - ❖ Seven sub-committees are meeting regularly.
  - ❖ Committees are doing research.
  - ❖ Committees are coming up with an action plans.
  - ❖ Everyone is on target.
- Pat Connolly - Committee met at Mars EI. All committee members participate and are very excited.
- Melissa Wyllie – Committee group meets for 2 hours weekly. She has a great group of people to work with. They keep an ongoing list of ideas.

➤ **Director and Coordinator Reports**

- Cheryl Pilch spoke about her new role and the transition. Lisa Peduzzi has been wonderful help with the transition and answers all questions. She is excited and has been out to the schools. Cheryl is presenting to the Board tonight on PreK counts and Shared Services. We were awarded 5 year grant, over the summer. We currently have 80 students and are able to have high quality teachers. Cheryl presented framed photo of student and their handprints as a thank you gift to the IU from Prek Counts from 2 classes at Bright Star Learning Center.
- Brenda Marino spoke on working together as a team with Pat Connolly and Devon Agostino in the warehouse. We did inventory on our central supply and it is very accurate. We would like to deplete central supply in the warehouse and move all paper toward s the back near the Communications Department. We are working on making van routes more efficient.

She has been meeting with her Strategic Committee and planning. They are working on the organizational climate. Brenda also stated she is working with a core group of individuals on HR Portal so it can be used at its fullest capacity.

- Melissa Wyllie spoke about opening of new autistic classroom (K-6) at Farrell Elementary. Also special Education Staff are moving to Google. Staff receive all agendas and PowerPoints through google. No more printing. They are using Google calendar and sharing their calendars with supervisors. Holding a round table with parents on the subject of not including all students with special needs on drills.
- Pat Connolly spoke on having a better understanding of the warehouse and operations. Talked about the completion of the parking lot. It's a great improvement! Business office did a fantastic job on retro pay to PSEA staff. This was the first time they used the financial system for retro pay and everything went well. Teena Sipos commented on how they received their retro pay and contract very fast.
- Jason Williams spoke on Google. He would like to transition away from Smartermail to Google mail and apps. We are already using the google calendar and hopes to change our mail to google over Thanksgiving. Using google your files will all be stored in the cloud so they can be accessed from here and home if needed. Jason stated that he, Julie and Lois were looking into being google certified trainers and this would be a great service to offer to the districts.
- Dr. David Zupsic spoke on curriculum focusing on school support, safe schools and STEM. Also spoke on holding workshops for teachers and administration for curriculum.

➤ **Financial Wellness for Employees**

- Pat Connolly spoke on ideas for financial wellness and maybe offering sessions after work A few examples:
  - ❖ Understanding PSERS
  - ❖ Understanding HOPS and premium assistance
  - ❖ Understanding 403(b)s and ROTH 403(b)s
  - ❖ Understanding basic retirement planning
  - ❖ Understanding debt
  - ❖ Understanding credit
  - ❖ Understanding estate planning
  - ❖ Understanding long term care
- Pat stated possibly podcasting for those who cannot attend the financial wellness sessions.
- Cheryl Pilch suggested College Planning Workshop for parents.
- Karen Houk thought these were great ideas and that maybe it's something everyone can benefit from.

➤ **Attendance**

- ❖ Discussion on perfect attendance incentive and drawing. Keeping track monthly of those who do not use a sick day and have their name entered monthly to win a personal day at in-service. Teena Sipos did research with PSEA staff on this and they like the way he are doing it now. No suggested changes.

➤ **Retirees**

- Dr. Wayde Killmeyer continues to write personalized thank you notes to retirees.

➤ **Sub-Committee Reports**

- All committees were updated with new members.
- **Awards Committee**
  - ❖ Annie Sullivan Award will be given this year on November 14<sup>th</sup>.
- **By-Laws Committee**
  - ❖ Nothing to report.
- **Caring/Sharing & Memorial Committee**
  - ❖ Memorials none given this month.
  - ❖ September 2018 Fund Balance: \$1,983.60

- **Employee Recognition Fund**
    - ❖ September Fund Balance: \$277.33
  - **Leadership Award Committee**
    - ❖ Flyers will go out in December and recipient will be awarded at the February Board Presentation
    - ❖ 18<sup>th</sup> year for the Leadership Award
  - **Giving Committee**
    - ❖ Mary Sternthal has accepted employment at Farrell Area School District for Mercer County Head Start. She will be recruiting a new chairperson for this committee.
  - **Special Projects Support Committee**
    - ❖ Will continue with luncheons and donations will go towards the Recognition Fund, Scholarship Fund and Caring & Sharing and Memorial Fund.
    - ❖ For the Month of October there is a Halloween Luncheon and Costume contest scheduled for October 25, 2018.
  - **Innovation/Marketing Committee**
    - ❖ Nothing to report at this time.
  - **Professional Development Committee**
    - ❖ Nothing to report at this time.
  - **Scholarship Committee**
    - ❖ September 2018 Fund Balance: \$263.33
    - ❖ Gave two scholarships this year. The scholarships went to MaryAnn Holfelder's daughter and Jessica Sloan's Daughter for \$250 each.
  - **Wellness Committee**
    - ❖ 61 people are signed up for the Under Armour MIU Six Week Physical Activity Challenge.
    - ❖ Three Under Armour Fitbits will be given away.
- **Executive Director Update**
- Participated in the Variety parade. It was inspiring to see all the families participating
  - Attended State Board of Education Meeting.
  - Talked about Principals Academy to get Act 45 credits and maybe starting our own here with Dr. David Zupsic.
  - Talked about Midlife Career Change – grant to get your master's degree in the STEM field. This is free through the grant.
  - Addressed the State Board of Education's Basic plan of Education and gifted education.
  - Talked about the start of a Task Force on opioids and heroin for districts.
  - Dr. Wayde Killmeyer will be a keynote speaker on State Board of Ed., at IU6.
  - Retirement agenda tonight at board meeting. Laura Urbach, Secretary to the Executive Director, is retiring.

Dr. Wayde Killmeyer stated that this is his 6<sup>th</sup> year here at the IU and he loves it today as much as he did his first day.