

**CENTRAL SUSQUEHANNA INTERMEDIATE UNIT BOARD OF DIRECTORS
MINUTES OF THE REGULAR MONTHLY MEETING
Wednesday, August 19, 2020**

Virtual Meeting

COMMITTEE MEETINGS – 6:30 p.m.

Budget and Finance Committee
Buildings and Grounds Committee
Human Resources Committee
Technology/Marketplace Committee

BUSINESS MEETING – 7 p.m.

1. INTRODUCTION

1.1 Call to Order

The meeting was called to order by President Augustine at 7:03 p.m.

1.2 Pledge of Allegiance

1.3 Roll Call – Directors present - 15; Directors absent - 2

Director	District	Present	Absent
Victor Abate	Midd-West	X	
Larry Augustine, President	Selinsgrove Area	X	
William Brecker	Mount Carmel Area	X	
Kathleen DeYong	Benton Area	X	
Dr. Yohannes Getachew	Danville Area	X	
Lauren Hackenburg	Line Mountain	X	
Tamara Hoffman	Warrior Run	X	
Jonathan Jones	Bloomsburg Area	X	
Jeffrey Kashner	Shamokin Area	X	
Gregory Klebon	Southern Columbia Area		X
Dennis Keiser, Treasurer	Mifflinburg Area	X	
Deborah Price	Millville Area	X	
Bruce Rhoads, Vice President	Central Columbia	X	
Slade Shreck, Secretary	Shikellamy	X	
Mary Ann Stanton	Lewisburg Area	X	
Dr. Alvin Weaver	Milton Area	X	
Susy Wiegand	Berwick Area		X

1.4 Announcements

The Board President called an executive session regarding a personnel matter later in the meeting.

Directors were asked to state their name when making a motion or second during the meeting, allowing for the motion to be recorded accurately.

The next regular monthly meeting will begin at 7 p.m. on Wednesday, Sept. 16, 2020 and will be held virtually.

1.5 Opportunity for Public Comment

The public was instructed on how to submit comments/questions to the CSIU Board by sending an email to AsktheBoard@CSIU.org prior to the start of the meeting. The meeting moderator was responsible for collecting all emails and will share with the Board at this time.

1.6 Approval of Minutes (Attachment)

Motion to approve the minutes of the meeting held on Wednesday, June 17, 2020 as presented.

Motion by Kathleen DeYong, second by Victor Abate.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

1.7 CSIU Staff and Others in Attendance

Dr. Bernadette Boerckel, Chief Outreach Officer
John Brenchley, Chief Innovation Officer
Kenneth Erb, Manager of Buildings and Grounds
Kevin Kilgus, Director of Financial Services
Dr. John Kurelja, Assistant Executive Director/Chief Academic Officer
Dr. Molly Nied, Chief Academic Officer
Amy Pfleegor, Executive Office Manager/Board Recording Secretary
Eric Shearer, Telecommunications Technology Network Coordinator
Dr. Kevin Singer, Executive Director
Brian Snyder, Chief Financial and Operations Officer
Jennifer Williams, Director of Special Education and Early Childhood Services

2. EXECUTIVE COMMITTEE – Larry Augustine, Bruce Rhoads, Slade Shreck and Dennis Keiser, Board Officers

2.1 Ratification of July 2020 Payment Authorization (June) (Attachment)

As authorized by the CSIU Board Policy 005, board officers reviewed and approved payment of the following obligations, which are now presented to the board as a whole for its acceptance. Funds for payment are available in program budgets.

- General Fund (6/30/20) \$1,639,233.47

Motion to affirm the action of the Board Officers, acting as an executive committee, for the July 2020 payment authorization as presented.

Motion by Slade Shreck, second by Victor Abate.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

2.2 Ratification of July 2020 Human Resources Personnel Recommendations (Attachment)

As authorized by the CSIU Board Policy 005, board officers reviewed and approved full-time personnel recommendations, which are now presented to the board as a whole for its acceptance with one change in start date as indicated below.

Full-Time Personnel

New Employees – Instructional Staff

- **Sarah Frazier**, Bloomsburg, received a bachelor's degree from Bloomsburg University. She has been employed as a special education teacher with New Story, Berwick. Ms. Frazier is recommended as a **special education teacher** at the bachelor's step 1 classification, effective Aug. 4, 2020, at an annual salary of \$48,476, according to the terms of the current Collective Bargaining Agreement (contingent upon receipt of required clearances). Funds for this new position are available in the Special Education district contract budget.

New Employees – Non-Instructional Staff

- **Nicole E. Brungard**, Blanchard, received a bachelor's degree from Slippery Rock University. She has most recently been an intern with Enterprise Holdings, Lock Haven. Ms. Brungard is recommended as a **workforce outreach specialist**, at an hourly rate of \$17 (\$33,150 annually), effective July 22, 2020* (contingent upon receipt of required clearances). Funds for this new position are available in the WATCH Project budget.

* The original effective date for this position was July 20, 2020 when approved by the executive committee.

- **Jeffrey J. Herrold**, Sunbury, received a bachelor's degree from Pennsylvania State University. He has been employed as an IT data exchange technician with Pennsylvania Higher Education Assistance Agency, Harrisburg. Mr. Herrold is recommended as a **PIMS client support specialist I**, at an hourly rate of \$21.50 (\$41,925 annually), effective Aug. 3, 2020 (contingent upon receipt of required clearances). Funds for this replacement position are available in the PIMS support budget.
- **Matthew Roslevich**, Watsontown, received a bachelor's degree from Bloomsburg University. He has been employed as a technology support specialist with Shikellamy School District, Sunbury. Mr. Roslevich is recommended as a **technical support specialist**, at an annual salary of \$51,000, effective Aug. 3, 2020 (contingent upon receipt of required clearances). Funds for this new position are available in the computer services budget.

Position Transfers

- **Tehani Grenell**, from classroom assistant at a current hourly rate of \$9.55 (\$13,250.63 annually) to **transition work experience coach**, at an hourly of \$17.25 (\$23,934.38 annually), effective Aug. 4, 2020.
- **Laura A. Saccente**, from Pennsylvania Statewide Afterschool/Youth Development Network (PSAYDN) director at a current annual salary of \$87,606.23 to **Center for**

Schools and Communities (CSC) strategic initiatives director, at an annual salary of \$90,000, effective Sept. 1, 2020.

- **Jill D. Snyder**, from behavior intervention assistant (full-time) at a current hourly rate of \$22.18 (\$30,774 annually) to **licensed school social worker (part-time)**, at an hourly rate of \$34.77, effective Aug. 4, 2020.

Substitute Aide and Teacher Rate (Attachment)

- Directors are asked to approve the attached revised substitute aide and teacher rate increase sheet due to a compensation re-evaluation, effective Aug. 1, 2020.

Rescind

- **Margaret Weiderhold** rescinded her acceptance of the Head Start position approved at the June 17, 2020 board meeting.

Title Change

- **Melanie Haas**, from Adult Education case manager to **Adult Basic Education instructor/volunteer classroom aide coordinator**, effective July 17, 2020.

Motion to approve the action of the Board Officers, acting as an executive committee, for the July 2020 human resources personnel recommendations as presented.

Motion by Slade Shreck, second by Victor Abate.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

2.3 Ratification of CSIU Health and Safety Plan Submission Request (Attachment)

CSIU Board Policy 005 authorizes Board officers, acting as an executive committee, to approve payments and/or other timely actions in months when there is no meeting, as is the case in July.

CSIU administration requests approval of the following item, which will be presented to the full board in August for acceptance and inclusion in the official Board minutes.

- Based on guidance from the Pennsylvania Department of Education (PDE), each school entity must create a Phased School Reopening Health and Safety Plan which will serve as the local guidelines for all instructional and non-instructional school reopening activities. As with all emergency plans, it should be tailored to the unique needs of each school and should be created in consultation with local health agencies. It should also incorporate flexibility to adapt to changing conditions. Upon completion, the Health and Safety Plan must be approved by its governing body and posted on the school entity's publicly available website prior to the reopening of school. Any revisions should be reviewed and approved by the governing body prior to posting on the school entity's public website.
- Administration requests approval of the attached CSIU Health and Safety Plan as presented. Upon approval, the Health and Safety Plan will be posted on the CSIU website and submitted to PDE.

Motion to approve the CSIU Health and Safety Plan submission request as presented.

Motion by Victor Abate, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes

Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

3. BOARD GOVERNANCE

None.

4. BUDGET AND FINANCE COMMITTEE - Tamara Hoffman, Chair; William Brecker and Deborah Price, Committee Members

4.1 Monthly Financial Statements for June and July 2020 (Attachments)

Directors are asked to approve the following June and July 2020 financial statements:

- Financial Report for June and July 2020;
- Program Balance Sheet for June and July 2020; and
- General Fund Accounting Payment Summary for July 2020*. Funds for payment are available in program budgets.

* The executive committee approved the General Fund Accounting Payment Summary for June 2020 and ratification has been requested under Agenda item 2.1.

Motion to approve monthly financial statements for June and July 2020 as presented.

Motion by Dennis Keiser, second by Victor Abate.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

4.2 Program Transfers 2019-20 (Attachment)

As a result of internal reviews and the CSIU budget close-out process, transfers from several program budgets must be made to and from the administrative budget to close out expired programs. As in previous years, board action is recommended to close prior years' programs at the fiscal year-end.

Motion to approve 2019-20 Program Transfers as presented.

Motion by Dennis Keiser, second by Victor Abate.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

Following the vote on this motion, there was a technology issue with the CSIU's YouTube channel and the public live stream ended. A video recording of the meeting subsequent to the loss of the live feed is available upon request until September 18, 2020.

5. TECHNOLOGY/MARKETPLACE COMMITTEE - Bruce Rhoads, Chair; Jonathan Jones and Jeffrey Kashner, Committee Members

5.1 Keystone Purchasing Network (KPN) Indefinite Quantity Bid Awards (Attachment)

Directors are asked to approve indefinite quantity bid awards effective for the Keystone Purchasing Network (KPN) as presented.

- Security hardware
- Commercial cleaning equipment and custodial supplies
- Food service equipment, supplies and service
- Permanent marker whiteboard surface

Motion to approve KPN indefinite quantity bid awards as presented.

Motion by Bruce Rhoads, second by Deborah Price.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

5.2 Interlocal Agreement – Southeast Kansas Education Service Center (Greenbush) (Attachment)

Directors are asked to approve an Interlocal Agreement between KPN and Greenbush, effective Aug. 1, 2020. Services to be provided by KPN will include organizing and administering a cooperative purchasing program with the goal to obtain substantial savings on various commodity items for members through volume purchasing. KPN will revenue share with Greenbush on purchases made by eligible entities.

Motion to approve an Interlocal Agreement between Keystone Purchasing Network (KPN) and the Southeast Kansas Education Service Center (Greenbush) as presented.

Motion by Bruce Rhoads, second by Deborah Price.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

5.3 Interlocal Agreement – Mountain State Educational Services Cooperative (Attachment)

Directors are asked to approve an Interlocal Agreement between KPN and MDESC, effective Aug. 1, 2020. Services to be provided by KPN will include organizing and administering a cooperative purchasing program with the goal to obtain substantial savings on various commodity items for members through volume purchasing. KPN will revenue share with MDESC on purchases made by eligible entities.

Motion to approve an Interlocal Agreement between Keystone Purchasing Network (KPN) and the Mountain State Educational Services Cooperative (MDESC) as presented.

Motion by Bruce Rhoads, second by Deborah Price.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

5.4 Pennsylvania School Boards Association (PSBA) Endorsement Renewal (Attachment)

In 2017, the CSIU Board of Directors approved a three-year agreement with the Pennsylvania School Boards Association (PSBA) for endorsement of Keystone Purchasing Network (KPN) and PEPPM cooperative purchasing programs, with the option to renew at the end of the agreement. Both parties have agreed this endorsement has been positive for their members and wish to renew the agreement for an additional three years.

Directors are asked to approve an agreement renewal with PSBA, effective Oct. 26, 2020 for a term of 36 months.

Motion to approve an agreement renewal with Pennsylvania School Boards Association (PSBA) as presented.

Motion by Bruce Rhoads, second by Deborah Price.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

5.5 SC Strategic Solutions License Agreement (Attachment)

Administration recommends approval of a license agreement with SC Strategic Solutions (SCSS) of Norwalk, Ohio, pending CSIU solicitor approval, for the CSIU to market, host and sublicense the SCSS Document Management System (SCView) software to any agency within the State of Pennsylvania, effective upon execution by both parties.

If approved, the CSIU will receive 50 percent of the annual fee charged to an agency per year. Fees for agencies will be billed by the number of students; fees for an intermediate unit or service agency will be determined by taking the average number of students across school districts in that region; and non-educational governmental agencies will be charged at the minimum tier or mutually agreed upon by SCSS and CSIU for large agencies.

Motion to approve a license agreement with SC Strategic Solutions as presented.

Motion by Bruce Rhoads, second by Deborah Price.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

6. HUMAN RESOURCES COMMITTEE - Dennis Keiser, Chair; Larry Augustine and Mary Ann Stanton, Committee Members

6.1 Full-Time Personnel

New Employee – Instructional Staff

- **Chris DeMers**, Lewisburg, received a master's degree from Brandman University, Monterey, Calif. He has been employed as a school psychologist with Pajaro Valley Unified School District, Watsonville, Calif. Mr. DeMers is recommended as a **school psychologist** at the master's step 5 classification, effective Sept. 9, 2020 at an annual salary of \$52,689, according to the terms of the current Collective Bargaining Agreement (contingent upon receipt of required clearances). Funds for this new position are available in the special education and NCSTU budgets.

New Employees – Non-Instructional Staff

- **Luis E. Beltran**, Reading, received a master's degree from Moody Bible Institute, Chicago, Ill. He has been employed as a student support specialist with the PA Migrant Education, Reading. Mr. Beltran is recommended as a **Migrant Education recruitment coordinator** at an annual salary of \$52,993.98, effective Aug. 20, 2020 (contingent upon receipt of required clearances). Funds for this new position are available in the Migrant Education–Millersville University contract budget.
- **April C. Buck**, Hughesville, received an associate degree from Pennsylvania College of Technology, Williamsport. She has been employed as an accounting, accounts payable and payroll clerk with Williamsport Municipal Water Authority. Ms. Buck is recommended as a **client support specialist (financial information system)** at an annual salary of \$46,000, effective Aug. 31, 2020 (contingent upon receipt of required clearances). Funds for this replacement position are available in the computer services budget.
- **Linda L. Davis**, Williamsport, received a master's degree from Misericordia University, Dallas. She has been employed as a nurse practitioner with River Valley Health and Dental Center, Williamsport. Ms. Davis is recommended as a **practical nursing program instructor**, at an annual salary of \$63,500, effective Sept. 14, 2020 (contingent upon receipt of required clearances). Funds for this new position are available in the Central Susquehanna LPN Career Center budget.
- **Amanda Guzman**, Lancaster, received a master's degree from Millersville University. She has been employed as a team leader with the Migrant Education Program, Millersville. Ms. Guzman is recommended as a **Migrant Education team leader** at an hourly rate of \$26 (\$50,700 annually), effective Sept. 8, 2020 (contingent upon receipt of required clearances). Funds for this new position are available in the Migrant Education–Millersville University contract budget.
- **Jacqueline M. McNeil**, Lewisburg, received an associate degree from Buck's County Community College, Newtown. She has been employed as a patient access representative with Geisinger Medical Center, Danville, and was formerly a Pre-K Counts associate instructor with the CSIU. Ms. McNeil is recommended as a **Pre-K Counts associate instructor**, at an hourly rate of \$11.01 (\$15,276.38 annually), effective Aug. 21, 2020 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Pre-K Counts budget.
- **Marina B. Rondon**, Lancaster, received a master's degree from National University of San Agustin, Peru. She has been employed as a data specialist with the Migrant Education Program, Millersville. Ms. Rondon is recommended as a **Migrant Education data specialist** at an hourly rate of \$22.50 (\$43,875 annually), effective Aug. 20, 2020 (contingent upon receipt of required clearances). Funds for this new position are available in the Migrant Education–Millersville University contract budget.
- **Angelia L. Walter**, Millmont, received an associate degree from Empire Beauty School, Sunbury. She has been employed as a nanny with Dr. Benjamin Hohmuth, Lewisburg. Ms. Walter is recommended as an **Early Intervention teaching assistant** at an hourly rate of \$8.25 (\$11,446.88 annually), effective Aug. 17, 2020 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Early Intervention budget.

Position Transfers

- **Ashlee R. Bower**, from nursing assistant/lead educator/practical nursing instructor at a current annual salary of \$71,482.38 to **practical nursing program instructor**, at an annual salary of \$64,500, effective Dec. 1, 2020
- **Brenda J. Edwards**, from data management/child accounting assistant at a current hourly rate of \$20.47 (\$33,775.50 annually) to **data management and**

child accounting support services supervisor at an annual salary of \$53,000, effective Aug. 20, 2020

- **Heather A. Goshert**, from nursing assistant educator instructor/practical nursing instructor at a current annual salary of \$63,860 to **practical nursing program instructor**, at an annual salary of \$64,000, effective Aug. 24, 2020

Resignations

- **Jennifer A. Aurand**, career pathways specialist, effective July 10, 2020
- **Lacy J. Cole**, Head Start assistant instructor, effective Aug. 14, 2020
- **Wendy J. Erb**, retiring as practical nursing program instructor, effective Dec. 18, 2020
- **Candy H. Feaster**, retiring as practical nursing administrative assistant, effective Jan. 7, 2021
- **Athena D. Herring**, CSC administrative assistant, effective July 17, 2020
- **Danielle M. Hollenbach**, Pre-K Counts assistant instructor II, effective June 23, 2020
- **Katherine A. Lapotsky**, retiring as program associate, effective Sept. 11, 2020
- **Jesse A. Mascho**, practical nursing program instructor, effective Aug. 28, 2020
- **McKenna K. Moynan**, Head Start family and health coordinator, effective Aug. 7, 2020
- **Shelley A. Rumberger**, data management assistant, effective July 16, 2020

Motion to approve full-time personnel recommendations as presented.

Motion by Dennis Keiser, second by Bruce Rhoads.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

6.2 Part-Time Personnel

New Employees – Non-Instructional Staff

- **Danelle L. Reinsburrow**, incarcerated youth case manager, at an hourly rate of \$25, effective Aug. 20, 2020 (contingent upon receipt of required clearances)
- **Jaden A. Rice**, facilities support assistant, at an hourly rate of \$10.35, effective Aug. 12, 2020 (contingent upon receipt of required clearances)

Resignations

- **Christina L. Berry**, Migrant Education summer instructor, effective July 27, 2020
- **Jennifer L. Cughan**, incarcerated youth case manager, effective June 26, 2020
- **Terri J. Fulton-Smith**, Migrant Education summer instructor, July 27, 2020
- **Tasha Geibel**, Migrant Education summer instructor, effective July 27, 2020
- **Teresa A. Nearhood**, Migrant Education summer instructional assistant, effective July 27, 2020
- **Tamra B. Page**, Migrant Education summer instructional assistant, effective July 27, 2020
- **Emily S. Perri**, Migrant Education summer instructor, effective July 27, 2020
- **Kendra D. Peterson**, Migrant Education summer instructor, effective July 27, 2020
- **Victoria C. Rainis**, retiring as English as a Second Language instructor, effective June 26, 2020
- **Sarah L. Rhine**, Migrant Education summer instructor, effective July 27, 2020
- **Austin F. Smith**, Migrant Education after-school instructor, effective July 27, 2020

Motion to approve part-time personnel recommendations as presented.

Motion by Dennis Keiser, second by Bruce Rhoads.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

6.3 Substitute Personnel

Directors are asked to approve substitute personnel to work in CSIU classrooms and programs for the 2020-21 school year.

Substitute Teachers

Ellen Batdorf	Connie Lilley
Micah Beiter	Amber Liotta
Shari Benick	Bryana Loss
Roger Boschetto	Kathryn Madara
Larisa Boyarskikh	Nicole Maresca
Sherri Boyles	Charles Marsters
Lorri Bruckhart	Linda Meckley
Edward Carney	Tara McKinney
Catherine Carter	Carolyn McSween
Shayla DiPasquale	Brandi Miller
Trent Donlan	Robyn Morales
Tanya Dyroff	Cara Morningstar
Annette Erdman	Rita Palasek
Nicole Fazio	Frank Passanti
Brenda Fischer-Dennehy	Alexandra Pletcher
Melissa Fox	Ashley Rucker
Colette Frantz	Ashley Rumph
Laurie Frantz	Bronwen Sanders
Kenneth Geise	Kelly Saul-Bromwell
Carol Gentilucci	Allan Schappert
Julia Hoffman	Jamie Shambach
Robert Horne	Steven Smith
Stephany Humenik	Maria Southerton
Mark Ilgenfritz	Helna Vincent
Amanda Jones	Nancy Weigle
Tara Kephart	Sheldon Winnick
Kelsey Koppen	Marty Wise
Joshua Larson	Jenelle Wooten
Cory Lehman	Timothy Wright

Substitute Aides

Gail Boritz	Kayla Gedney
Charmaine Caulder	Mary Hart
Karan Clarke	Chelsea Landis
Jennifer Cughan	Corey Lehman
John Dougherty	Ruby Leonard
Barbara Foura	Evelyn Wolfe
Pamela Fry	

Position Transfers

- **Kelly E. Saul-Bromwell**, from substitute teacher at a per diem rate of \$115, to **regional substitute teacher**, also at a per diem rate of \$115, effective Aug. 26, 2020
- **Helna Vincent**, from substitute teacher at a per diem rate of \$115, to **regional substitute teacher**, also at a per diem rate of \$115, effective Aug. 26, 2020

Motion to approve the 2020-21 substitute personnel recommendations as presented.

Motion by Dennis Keiser, second by Bruce Rhoads.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

6.4 Title IX Resolution (Attachment)

Effective August 14, 2020, and until the Central Susquehanna Intermediate Unit Board of Directors adopts a comprehensive Policy, the Intermediate Unit shall comply with and implement all requirements to the Title IX regulations; any existing policies or practices that are inconsistent with or in violation of any of the requirements, terms or conditions of the Title IX regulations are hereby superseded.

Motion to approve the Title IX Resolution as presented.

Motion by Dennis Keiser, second by Bruce Rhoads.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

7. BUILDINGS AND GROUNDS COMMITTEE – William Brecker, Chair; Jeffrey Kashner and Bruce Rhoads, Committee Members

7.1 Lease Agreement Renewals – Adult Education

Directors are asked to approve the following lease agreement renewals. Funds for these leases are available in the adult education budget.

- Housing Authority of Northumberland County for 1,550 sq. ft. of currently leased office space used for adult education and English classes located at 1050 Hepburn Street, Milton, at a cost of \$400 per month. There is no increase from last year. The renewal agreement is for the term July 1, 2020 through June 30, 2021.
- Central Pennsylvania Workforce Development Corporation for currently leased office space located at 225 Market Street, Room 202, Sunbury, at a cost of \$11,354, which is a decrease of \$1,646 from last year. Total cost will be divided into quarterly payments. The renewal agreement is for the term July 1, 2020 through June 30, 2021.

Motion to approve adult education lease agreement renewals as presented.

Motion by William Brecker, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes

Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

7.2 Lease Agreement Renewal/Transfer of Ownership – Adult Education

Directors are asked to approve a lease agreement renewal/transfer of ownership with Market Street Rentals, LLC to NAM Futures, LLC for 850 sq. ft. of currently leased office space located at 1000 Market Street, Suite 37, Bloomsburg, at a cost of \$714 per month. There is no increase in cost. The renewal agreement is for the term July 1, 2020 through June 30, 2021. Funds for this lease are available in the adult education budget.

Motion to approve a lease agreement renewal/transfer of ownership as presented.

Motion by William Brecker, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

7.3 Lease Agreement Renewals – WATCH Project

Directors are asked to approve the following lease agreement renewals. Funds for these leases are available in the WATCH budget.

- Community Action Realty for 264 sq. ft. of office space located at 2138 Lincoln Street, Williamsport, at a cost of \$500 per month. There is no increase from last year. The renewal agreement is for the term Sept. 30, 2020 through Sept. 29, 2021.
- Compass Community Connections for 140 sq. ft. of office space located at 31 Dorcas Street, Lewistown, at a cost of \$134.17 per month. There is no increase from last year. The renewal agreement is for the term July 1, 2020 through Sept. 29, 2021.

Motion to approve lease agreement renewals for the WATCH Project as presented.

Motion by William Brecker, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

7.4 Roofing Contract

Directors are asked to approve a contract with Weatherproofing Technologies, Inc., Beachwood, Ohio, to perform the following roof repairs at the CSIU main building at a cost of \$13,540.40:

- install 3 new drain leads;
- remove 5 obsolete HVAC units;
- remove roof curbs;
- in-fill missing roof deck;
- install new insulation;
- install composite roof patch over new insulation and tie roof patch into existing roof; and

- install a flood coat of adhesive and distribute gravel.

Funds for this contract are available in the capital reserve budget.

Motion to approve a contract with Weatherproofing Technologies, Inc. as presented.

Motion by William Brecker, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

7.5 Roofing Maintenance Agreement

Directors are asked to approve a three-year maintenance agreement with Weatherproofing Technologies, Inc., Beachwood, Ohio, for the CSIU main building and Conference and Learning Center, at a total cost of \$10,077. Funds for this agreement are available in the buildings and grounds budget.

Motion to approve a maintenance agreement with Weatherproofing Technologies, Inc. as presented.

Motion by William Brecker, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

7.6 Painting Contract

Directors are asked to approve a contract with JCK Painting, Danville, to perform the following repairs in the CSIU main building at a cost of \$11,100:

- remove all chipped paint from ceiling and duct work;
- sand, clean and prepare for primer coat;
- apply primer coat to all repaired areas;
- apply finish coat to all repaired areas; and
- painting of first floor in main building.

Funds for this contract are available in the capital reserve budget.

Motion to approve a contract with JCK Painting as presented.

Motion by William Brecker, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

7.7 Zoom Phone System Contract

Directors are asked to approve a contract with Zoom, San Jose, Calif. for the purchase of a new cloud-based phone system for staff at the CSIU main building and annex, in an amount not to exceed \$1,614.60 per month. The new phone system will allow the following upgrades:

- free extension to extension calls;
- built-in recording software;
- able to receive calls on computer, cell phone or desk phone;
- support calls are free;
- call center feature is free (PIMS, computer services, call centers, etc.);
- able to tie into satellite facilities with four digit dialing;
- one unified app for video, phone and chat capabilities; and
- voicemail to email function.

The new cloud-based phone system will replace the current phone lines which cost approximately \$1,380 per month. Funds for this contract are available in the BL Facilities, Fleet and Operations budget.

Motion to approve a contract with Zoom as presented.

Motion by William Brecker, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

7.8 Purchase of Headsets

Directors are asked to approve the purchase of Jabra phone headsets to be used by CSIU staff, in an amount not to exceed \$15,264. Headsets will be purchased from CXtec, Inc., Syracuse, N.Y. through the PEPPM purchasing contract. Funds for this purchase are available in the BL Facilities, Fleet and Operations budget.

Motion to approve the purchase of headsets for CSIU staff as presented.

Motion by William Brecker, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

7.9 Purchase of Office Phones

Directors are asked to approve the purchase of Yealink office phones to be used by CSIU staff, in an amount not to exceed \$12,694.90. Phones will be purchased from Amazon through the PEPPM purchasing contract. Funds for this purchase are available in the BL Facilities, Fleet and Operations budget.

Motion to approve the purchase of office phones for CSIU staff as presented.

Motion by William Brecker, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

7.10 Design Layout Contract

Administration recommends approval of a contract with HUNT Engineers, Architects & Surveyors, Towanda, to provide a design layout for office reconfigurations for the main

building and conference and learning center at a cost not to exceed \$12,850. The design will include meeting with senior management, preparing final design layout (floor plans), finalizing a construction budget and reviewing building codes. Funds are available in the capital reserve budget.

Motion to approve a contract with HUNT Engineers, Architects & Surveyors as presented.

Motion by William Brecker, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

8. POLICY COMMITTEE - Bruce Rhoads, Chair; Larry Augustine and Slade Shreck, Committee Members

No report.

9. UNFINISHED BUSINESS

None.

10. NEW BUSINESS

None.

11. EDUCATIONAL PROGRAM MATTERS

11.1 Northumberland Area Head Start and Early Head Start (Attachments)

According to federal regulations, the CSIU Board of Directors is the governing body of the CSIU's Head Start programs; therefore, the following items are presented for approval:

- Head Start/Early Head Start five year funding application (Dec. 1, 2020 to Nov. 30, 2025)
- Head Start/Early Head Start monthly enrollment, meal distribution, credit card expenses and monitoring data for May and June 2020

Motion to approve the Head Start/Early Head Start items as presented.

Motion by Slade Shreck, second by Victor Abate.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

12. ADMINISTRATIVE MATTERS

12.1 Instructional Days/Hours During the 2020-21 School Year (Attachments)

The Pennsylvania Department of Education (PDE) recognizes that school leaders face many difficult decisions and challenges in planning for the start of the 2020-2021 school year and determining how to provide students with a minimum of 180 days of instruction and 900 hours of instruction at the elementary level and 990 hours of instruction at the secondary level. See 24 P.S. §§ 13-1327, 15-1501; see also, 22 Pa. Code § 11.3. This correspondence addresses the minimum instructional time requirements and other issues that must be considered when making decisions related to the provision of instruction

during a global pandemic. Local governing boards have the authority to enact temporary provisions as set forth in section 520.1 of the School Code during the period of the pandemic response.

Directors are asked to approve the Emergency Instructional Time Template and Temporary Provision of Instruction Resolution as presented. Upon approval, both will be submitted to the Secretary of Education (Secretary) for approval. An excerpt from the board meeting minutes demonstrating approval of the following will also be included: temporary provisions; temporary provisions adopted; proposed calendar; academic schedule; and temporary provision of instruction resolution. The information will also be submitted as an amended component of the CSIU's Health and Safety Plan for the Secretary's review to ensure board approval and that the plan accounts for at least 180 days and 990/900 hours of instruction.

Motion to approve the Emergency Instructional Time Template and Temporary Provision of Instruction Resolution as presented.

Motion by Lauren Hackenburg, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver

12.2 Strategic Planning Update (Attachment)

The CSIU continues to work on its strategic plan through the lens of Entrepreneurship. The four focus areas are: Educational, Marketplace, Resource, and Social Entrepreneurship. Due to the global pandemic and the changes in CSIU leadership, the CSIU applied for and was approved for an extension to the existing strategic planning cycle and will be working over the course of 2020-21 to develop a new strategic plan to be approved in November 2021.

Ms. Stanton left the meeting at 7:27 p.m.

13. ADMINISTRATIVE REPORTS

13.1 Executive Leadership - Dr. Kevin Singer, Executive Director

14. ADJOURNMENT

14.1 Adjourn Meeting

President Augustine called an executive session regarding a personnel matter and asked for a motion to adjourn the meeting at 7:47 p.m. with no further action required.

Motion by Victor Abate, second by Lauren Hackenburg.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Deborah Price, Bruce Rhoads, Slade Shreck, Alvin Weaver

The executive session began at 7:48 p.m. and concluded at 8:01 p.m.

Respectfully submitted,

**Slade Shreck
Board Secretary**

**Amy Pfleegor
Board Recording Secretary**

15. INFORMATION ONLY

15.1 Human Resources – Staff Leaves of Absence

Paid Leaves of Absence

- **Cynthia E. Maneval**, Head Start family and health coordinator, intermittent leave from Aug. 10, 2020 to July 6, 2021
- **Lisa J. Springer**, Early Intervention instructional assistant, from July 7, 2020 to Aug. 17, 2020

Paid/Unpaid Leaves of Absence

- **Lori A. Klinger**, Head Start instructor, intermittent from Aug. 3, 2020 to Feb. 26, 2021
- **Chelsea L. Mensch**, speech therapist, from Aug. 26, 2020 to Nov. 8, 2020
- **Emily A. Reedy**, Head Start instructor, from Aug. 24, 2020 to Oct. 19, 2020

Unpaid Leaves of Absence

- **Kierstin A. Buss**, Head Start Assistant Instructor, from Aug. 3, 2020 to Aug. 19, 2020
- **Abby R. Ogurcak**, speech therapist, effective Aug. 26, 2020 to Nov. 20, 2020

Return from Paid Leave of Absence

- **Paul R. Gola**, occupational therapist, effective June 22, 2020

Return from Paid/Unpaid Leave of Absence

- **Kaitlin L. O'Neill**, human resources compliance administrative assistant, effective July 31, 2020

15.2 Human Resources – Completion of New Employees Probationary Periods

The following staff have completed their new employee probationary periods:

- **Amanda L. Beach**, ELECT student support and data specialist, effective June 5, 2020
- **Meghan E. Johnson**, client support specialist I, effective June 18, 2020
- **Wendy M. Nagy**, practical nursing program instructor, effective June 18, 2020
- **Dr. Molly C. Nied**, chief academic officer (CAO), effective Aug. 6, 2020
- **Anita M. Williams**, ELECT student support specialist, effective June 8, 2020

15.3 Human Resources – Stipend Payments

The executive director authorized the following:

- a one-time stipend payment to **Nanette Cooper**, licensed clinical social worker, in the amount of \$1,500 for clinical supervision to one CSIU staff member during the 2020-21 school year, which is above and beyond her job description.
- individual stipend payments in the amount of \$1,200 to the following employees who will serve as lead teachers during the 2020-21 school year. Both teachers will receive half in December and the remaining half in June.
 - **Teresa J. Erb**, alternative education teacher at Diversified Treatment Alternatives
 - **Thomas C. Paternostro**, alternative education teacher at Ashler Manor
- a one-time stipend payment in the amount of \$1,000 to the following employees for participation in the PASmart Targeted grant pilot program to be paid out of the PASmart Targeted grant.
 - **Jennifer R. Bowman**, special education teacher
 - **Teresa J. Erb**, alternative education teacher
 - **Kayleen M. Faatz**, special education teacher

- individual stipend payments in the amount of \$500 for the following staff members for the additional duties of Google Classroom Train the Trainer, which are above and beyond their normal job duties.
 - **Bonnie Albertson**
 - **Paula Wolfe**
 - **Melonie Vognetz**
 - **Brianna Taylor**
 - **Ashley Sholly**
 - **Marisa Rhodes**
 - **Adrienne Rowe**
 - **Carolyn Reitz**
 - **Emily Reedy**
 - **Leslie Mostoller**
 - **Lorraine Marcheski**
 - **Anna Landis**
 - **Heather Krebs**
 - **Kristin James**
 - **Jenna Glynn**
 - **Deanna Gay**
 - **Layleen Faatz**
 - **Meghan Deitterick**
 - **Jennifer Day**
 - **Jennifer Bowman**
 - **Brittany Bortz**
 - **Amanda Benfer**

15.4 Public Surplus – Online Auction

The following items will be included on the CSIU's next online auction, using the Public Surplus auction service for public and educational agencies:

Office furniture

- (11) Chair maroon
- (4) Three-drawer file cabinet black
- (1) Four-drawer file cabinet tan
- (1) Three-section desk w/ six drawers
- (5) Four-drawer lateral file cabinet
- (2) Two-door storage cabinet w/ keys gray
- (1) Water/Sand table on wheels
- (1) Three-foot desk
- (1) Three-shelf metal bookcase black
- (3) Five-foot metal desk
- (4) Two-door metal storage cabinet
- (1) Four-foot desk
- (2) Chair with wheels gray
- (3) Chair with wheels black
- (9) Chair multi-color
- (1) Six-foot folding table
- (2) Sixty-inch round folding table
- (1) Organizer 24-slots
- (1) Rolling dry erase board
- (1) Tire storage rack with two shelves with wheels
- (2) Metal shelving units

- (1) Six-foot table with folding legs
- (1) Five-foot table with drawer
- (5) Chairs orange
- (1) Carpet tile

Home appliances and furnishings

- (1) Keurig coffee maker
- (1) Rival clothing iron
- (1) Frying pan
- (1) Campbell Hausfeld 12-volt inflator with light
- (4) Chafing dishes
- (1) Sunbeam 12-cup coffee maker
- (1) Eight-cup measuring cup
- (1) Three-quart mixing bowls
- (1) Metal stand with porcelain top
- (2) Mop bucket with ringer brown
- (1) Three bulb brass lamp with shade
- (1) One bulb brass lamp no shade
- (5) Case Envy foaming disinfectant cleaner, 12 in each case, 19 oz. cans
- (1) Chair brown
- (1) Chair tan
- (1) GE mini refrigerator
- (2) Folding chairs
- (1) Emerson microwave 1450 watt

Miscellaneous

- (1) Scrap pile

15.5 Fiscal Communications

June 15, 2020, an email from Samantha McKnight (Administrative Assistant 1 – Pennsylvania Departments of Education and Human Services, Office of Child Development and Early Learning) notifying CSIU of the allocation for the 2020-21 CSIU Early Intervention program. The total allocation is \$5,897,980.

June 22, 2020, via email a letter from Carole L. Clancy (Director – Pennsylvania Department of Education, Bureau of Special Education) notifying CSIU of the approved proposal for the 2020-21 Office for Dispute Resolution in the amount of \$2,650,000. The effective dates are July 1, 2020 through Sept. 30, 2021.

June 30, 2020, an email from Grantsolutions.gov (Jill Saletta - ACF Grants Officer) notifying CSIU of action related to Grant #90FX0033-05-01 for the Health Profession Opportunity Grant-TANF (WATCH). This amendment approves supplemental funds in the amount of \$1,500,000 and extends the current budget period by 12 months. The extension period is Sept. 30, 2020 through Sept. 29, 2021.

June 30, 2020, an email from Amanda Harrison (Chief – Pennsylvania Department of Education, Division of Adult Education) notifying CSIU of the initial 2020-21 funding for the Adult Basic Education Direct Service 064 Grant. The total allocation is \$421,919.

July 7, 2020, an email from Brenda Kylen (Education Administration Associate – Pennsylvania Department of Education, Bureau of School Support) notifying CSIU of the 2020-21 federal Migrant Education Program allocation. The grant amount is \$1,748,116 for the period of July 1, 2020 through Sept. 30, 2021.

July 7, 2020, an email from Brenda Kylen (Education Administration Associate – Pennsylvania Department of Education, Bureau of School Support) notifying CSIU of the 2020-21 state Migrant Education Program Childcare and Summer Services Program allocation. The grant amount is \$42,505 for the period of July 1, 2020 through June 30, 2021.

July 8, 2020, an email from Mark Hennes (Special Projects Supervisor – Capital Area Intermediate Unit) notifying CSIU of the approved professional services agreement for the provision of Foster Care technical services. The agreement amount is \$156,000 for the period of July 1, 2020 through June 30, 2021.

July 10, 2020, an email from Jim Domen (Procurement Manager – Pennsylvania Department of Education, Bureau of Management Services) notifying CSIU of the approved Purchase Order #4300661011 for ELECT evaluation services. The effective dates are July 1, 2020 through June 30, 2021. The amount is \$73,460.

July 11, 2020, an email from Brenda Kylen (Education Administration Associate – Pennsylvania Department of Education, Bureau of School Support) notifying CSIU of the no cost extension for the 2019-20 Migrant Education Program. Grant #017-19-0106A has been extended from Sept. 30, 2020 to March 31, 2021.

July 17, 2020, an email from Jim Domen (Procurement Manager – Pennsylvania Department of Education, Bureau of Management Services) notifying CSIU of a change to reduce and increase line items for Purchase Order #4300640260. The Purchase Order is effective through June 30, 2020. The amount is \$538,102.72.

July 17, 2020, an email from Tracey Campanini (Deputy Secretary – Pennsylvania Departments of Education and Human Services, Office of Child Development and Early Learning) notifying CSIU of the non-competitive request for application to award CARES funding in support of COVID-19 relief efforts. The Pre-K Counts program allocation is \$46,332. The Head Start State Assistance program allocation is \$22,248.

July 22, 2020, an email from Grantsolutions.gov (Trisha Smith - ACF Grants Officer) notifying CSIU of action related to Grant #03CH010273-05-02 for Head Start and Early Head Start operations. This action awards one-time funds (\$220,581) to prevent, prepare for and respond to COVID-19. Costs incurred from Jan. 20, 2020 in response to the public health emergency are eligible.

July 22, 2020, an email from Andrew Hansrote (Fiscal Technician – Pennsylvania Department of Education, Bureau of School Support) notifying CSIU of the 2020-21 allocation for the Homeless Children and Youth Program. Project #081-20-0001 is in the amount of \$300,000 for the period of July 1, 2020 through Sept. 30, 2021.

July 24, 2020, an email from Dr. Del Hart (Chief – Pennsylvania Department of Education, Bureau of Special Education) notifying CSIU of the approved budget revision for the 2019-20 Office for Dispute Resolution program (Project #062-20-0034A1).

July 30, 2020, an email from Brenda Kylen (Education Administration Associate – Pennsylvania Department of Education, Bureau of School Support) notifying CSIU of the approved budget revision for the 2019-20 Migrant Education Childcare and Summer Services program (FC #4100081118).