

CENTRAL SUSQUEHANNA INTERMEDIATE UNIT BOARD OF DIRECTORS
MINUTES OF THE REGULAR MONTHLY MEETING
Wednesday, August 18, 2021

Virtual Meeting

COMMITTEE MEETINGS – 6:30 p.m.

Budget and Finance
Buildings and Grounds
Human Resources
Technology/Marketplace

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- 11; Directors absent - 5; Vacancy - 1

Director	District	Present	Absent
Victor Abate	Midd-West	X	
Larry Augustine, President	Selinsgrove Area	X	
William Brecker	Mount Carmel 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
Dennis Keiser, Treasurer	Mifflinburg Area	X	
Gregory Klebon	Southern Columbia 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	
Vacant	Benton Area		X

1.4 Announcements

The next regular monthly meeting will begin at 7 p.m. on Wednesday, Sept. 15, 2021 at

the CSIU central office.

1.5 Recognition of Guests and 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. There were no public comments.

1.6 Approval of Minutes (Attachment)

Motion to approve the minutes of the meeting held on Wednesday, June 23, 2021 as presented.

Motion by Dennis Keiser, second by Susy Wiegand.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade Shreck, Susy Wiegand

1.7 CSIU Staff and Others in Attendance

Dr. Bernadette Boerckel, Chief Outreach Officer
John Brenchley, Chief Innovation Officer
Stephanie Colvin-Roy, CPSEL Training and Organizational Development Associate
Rae Ann Crispell, Administrative Support Director
Kenneth Erb, Manager of Buildings and Grounds
Kaitlyn Hall, Director of Early Childhood Education
Kevin Kilgus, Director of Financial Services
Dr. John Kurelja, Executive Director
Terri Locke, Director of Special Education and Alternative Placement
Dr. Molly Nied, Assistant Executive Director/Chief Academic Officer
Dr. Shileste Overton-Morris, Chief Programs Officer
Amy Pfleegor, Executive Office Manager/Board Recording Secretary
Eric Shearer, Telecommunications Technology Network Coordinator
Brian Snyder, Chief Financial and Operations Officer

1.8 Spotlight Segment – 2021 Professional Leadership Day

Dr. Bernadette Boerckel, chief outreach officer, provided information to the Board regarding the CSIU's annual in-service event, Professional Leadership Day, which was held virtually.

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

2.1 Ratification of July 2021 Payment Authorization (June) and Apple iPad Purchase (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.

- **Payment Requests** – Officers are asked to approve payment of the following obligations, the summaries for which are enclosed in this packet.

General Fund (6/30/21)	\$2,726,191.50
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- **Apple iPad Purchase** – Officers are asked to approve the purchase of 110 Apple iPads for the Migrant Education Program (MEP) summer camps program at a cost of

\$36,396 from Apple, Inc., a PEPPM vendor. Funds for this purchase are available in the MEP Summer Camps budget.

Motion to affirm the action of the Board Officers, acting as an executive committee, for the July 2021 payment authorization and purchase of Apple iPads as presented.

Motion by Slade Shreck, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade Shreck, Susy Wiegand

2.2 Ratification of July 2021 Human Resources Personnel Recommendations (Attachment)

As authorized by the CSIU Board Policy 005, board officers reviewed and approved the following July 2021 personnel recommendations, which are now presented to the board as a whole for its acceptance.

Full-Time Personnel

New Employees – Instructional Staff

- **Tracy A. Smith**, Middleburg, received a bachelor's degree from Western Governor's University, Salt Lake City, Utah. She has been employed as a long-term substitute with Selinsgrove Area School District. Ms. Smith is recommended as a **special education teacher** at the bachelor's step 1 classification, effective Aug. 3, 2021 at an annual salary of \$48,898, according to the current Collective Bargaining Agreement (contingent upon receipt of required clearances). Funds for this replacement position are available in the special education budget.
- **Casie Leshner-Raup**, Newark, Del., received a bachelor's degree from Lebanon Valley College, Annville. She has been employed as an elementary special education teacher with Christina School District, Newark, Del. Ms. Leshner-Raup is recommended as a **special education teacher** at the bachelor's step 7 classification, effective Aug. 3, 2021 at an annual salary of \$58,648, according to the current Collective Bargaining Agreement (contingent upon receipt of required clearances). Funds for this new position are available in the special education school district contract budget.
- **Beth Terry**, Springfield, received a master's degree from University of Scranton. She has been employed as an emotional support teacher with Upper Darby School District, Drexel Hill. Ms. Terry is recommended as a **special education teacher** at the master's step 7 classification, effective Aug. 3, 2021 at an annual salary of \$60,456, according to the current Collective Bargaining Agreement (contingent upon receipt of current clearances). Funds for this replacement position are available in the special education budget.

New Employees – Non-Instructional Staff

- **Kelly A. Stevens**, Northumberland, received an associate degree from Luzerne County Community College, Shamokin. She has been employed as a secretary to the high school principal/PIMS administrator with Shikellamy School District, Sunbury. Ms. Stevens is recommended as a **human resources specialist**, at an annual salary of \$49,500, effective July 26, 2021 (contingent upon receipt of required clearances). Funds for this replacement position are available in the human resources office budget.
- **Brooke E. Williams**, Montoursville, received a master's degree from Chamberlain

School of Nursing, Downers Grove, Ill. She has been employed as a senior professional staff nurse with UPMC, Williamsport. Ms. Williams is recommended as a **practical nursing program instructor**, at an annual salary of \$61,500, effective Aug. 2, 2021 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Central Susquehanna LPN Center budget.

Position Transfers

- **Todd J. Roney**, from client solutions manager at a current annual salary of \$97,851.66 to **director of computer services**, at an annual salary of \$120,000, effective July 22, 2021
- **Jennifer E. Martina**, from practical nursing administrative assistant at a current hourly rate of \$16.56 (\$32,292 annually) to **transition work experience job coach** at an hourly rate of \$20.90 (\$28,998.75 annually), effective Aug. 3, 2021
- **Jill D. Snyder**, from licensed school social worker (part-time) at a current hourly rate of \$34.77 to **licensed school social worker (full-time)**, at an annual salary of \$51,302, effective Aug. 3, 2021
- **Kathy L. Sprenkle**, from workforce pre-intake and data specialist at a current hourly rate of \$21.72 (\$42,354 annually) to **Head Start administrative assistant**, at an hourly rate of \$18.52 (\$36,114 annually), effective July 22, 2021

Change in Start Dates

- **Lauren Pavone**, Early Intervention program evaluation consultant, from July 1, 2021 to July 12, 2021
- **Liza C. Ulceski**, Early Intervention program supervisor from July 1, 2021 to July 12, 2021

Substitute Aide and Teacher Rate

- Directors are asked to approve the attached revised substitute aide and teacher rate increase sheet due to a compensation re-evaluation, effective Aug. 1, 2021

Motion to approve the action of the Board Officers, acting as an executive committee, for the July 2021 personnel recommendations as presented.

Motion by Victor Abate, second by Susy Wiegand.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade Shreck, Susy Wiegand

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

As authorized by the CSIU Board Policy 005, board officers reviewed and approved the following revised CSIU Health and Safety Plan, which is now presented to the board as a whole for its acceptance.

- Based on guidance from the Pennsylvania Department of Education (PDE), Section 2001(i)(1) of the American Rescue Plan (ARP) Act requires each local education agency (LEA) that receives funding under the ARP Elementary and Secondary School Emergency Relief (ESSER) Fund to develop and make publicly available on the LEA's website a Safe Return to In-Person Instruction and Continuity of Services Plan, hereinafter referred to as a Health and Safety Plan.
- Based on ARP requirements, 90 percent of ARP ESSER funds will be distributed to

school districts and charter schools based on their relative share of Title 1-A funding in FY 2020-2021. Given Federally required timelines, LEAs eligible to apply for and receive this portion of the ARP ESSER funding must submit a Health and Safety Plan that meets ARP Act requirements to the Pennsylvania Department of Education by Friday, **July 30, 2021**, regardless of when the LEA submits its ARP ESSER application.

- The LEA's Health and Safety Plan must be approved by its governing body and posted on the LEA's publicly available website by **July 30, 2021**.
- Administration requests approval of the attached CSIU Health and Safety Plan as presented. Upon approval, the CSIU Health and Safety Plan will replace the current Plan. It will be posted on the CSIU website and submitted to PDE.

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

Motion by Jonathan Jones, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade Shreck, Susy Wiegand

2.4 Ratification of Edupoint Agreement for Service (Attachment)

As authorized by the CSIU Board Policy 005, board officers reviewed and approved the following Technology Service and Support Agreement with Edupoint Educational Systems, LLC, which is now presented to the board as a whole for its acceptance.

- The CSIU currently supports a Student Information System (SIS) product created by eSchoolData for approximately 100 clients. There has been a small increase in clients over the last few years; however, we believe in order to grow the school district business, among other factors, the CSIU needs to offer additional choices. CSIU staff met with Edupoint's management team and reviewed their product. Their philosophies align well with the CSIU and individual strengths complement both organizations.
- Administration requests approval of a Technology Service and Support Agreement with Edupoint Educational Systems, LLC, Irvine, Calif., effective July 1, 2021 for a three-year term, with the option of successive three-year term renewals. This request is contingent upon review of the Agreement by the CSIU's solicitor.

Motion to approve a Technology Service and Support Agreement with Edupoint Educational Systems, LLC as presented.

Motion by Victor Abate, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade Shreck, Susy Wiegand

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 2021 (Attachments)

Directors were asked to approve the following June and July 2021 financial statements:

- Financial Report for June and July 2021;
- Program Balance Sheet for June and July 2021; and
- General Fund Accounting Payment Summary for July 2021*. Funds for payment are available in program budgets.

* The executive committee approved the General Fund Accounting Payment Summary for June 2021 and ratification has been requested under Agenda item 2.1.

Motion to approve monthly financial statements for June and July 2021 as presented.

Motion by Tamara Hoffman, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade Shreck, Susy Wiegand

4.2 Program Transfers 2020-21 (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 administration budget to close out expired programs. As in previous years, board action is recommended to close prior years' programs at fiscal year end.

Motion to approve 2020-21 Program Transfers as presented.

Motion by Tamara Hoffman, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade Shreck, Susy Wiegand

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

5.1 PEPPM Product Line Bid Awards – Contract Extensions (Attachment)

Directors were asked to approve the extension of the PEPPM product line contracts through Dec. 31, 2022.

Motion to approve the extension of the PEPPM product line contracts as presented.

Motion by Bruce Rhoads, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade Shreck, Susy Wiegand

5.2 Keystone Purchasing Network (KPN) Bid Awards and Consultant Contract (Attachments)

Directors were asked to approve bid awards for the Association of Educational Purchasing Agencies (AEPA) and a consultant contract with Job Order Construction (JOC) as presented.

- KPN AEPA Bid Awards through May 31, 2022
- KPN JOC consultant contract through Feb. 28, 2024

Motion to approve KPN bid awards and consultant contract as presented.

Motion by Bruce Rhoads, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade Shreck, Susy Wiegand

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

6.1 Full-Time Personnel

New Employees – Instructional Staff

- **Keri A. Peterman**, Bloomsburg, received a master's degree from Bloomsburg University. She has been employed as a high school life skills support teacher with Millville Area School District. Ms. Peterman is recommended as an **Alternative Education special education teacher** at the master's step 7 classification, effective Aug. 23, 2021 at an annual salary of \$60,456, according to the terms of the current Collective Bargaining Agreement (contingent upon receipt of required clearances). Funds for this replacement position are available in the alternative placement budget.
- **Robert B. Robbins**, Athens, received a bachelor's degree from Mansfield University. He has been employed as a junior high track and field coach with Wyalusing Valley High School, and previously was a correctional officer with Bradford County Correctional Facility, Troy. Mr. Robbins is recommended as a **Corrections Education teacher** at the bachelor's step 1 classification, effective Aug. 30, 2021 at an annual salary of \$48,898, according to the terms of the current Collective Bargaining Agreement (contingent upon receipt of required clearances). Funds for this replacement position are available in the Corrections Education budget.
- **April C. Showver**, Lewisburg, received a master's degree from College Misericordia, Dallas. She has been employed as an occupational therapist with Nottingham Village, Northumberland. Ms. Showver is recommended as an **occupational therapist** at the master's step 7 classification, effective Aug. 23, 2021 at an annual salary of \$60,456, 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 Early Intervention budget.
- **Amy B. Wehr**, Mifflinburg, received a master's degree from Marywood University, Scranton. She has been employed as a contracted social worker with Lewisburg Area School District. Ms. Wehr is recommended as a **licensed school social worker** at the LSW step 7 classification, effective Oct. 18, 2021 at an annual salary of \$60,569, according to terms of the current Collective Bargaining Agreement (contingent upon receipt of required clearances). Funds for this replacement position are available in the special education budget.

New Employees – Non-Instructional Staff

- **Kelly M. Swanson**, Harrisburg, received a master's degree from George Washington University, Washington, D.C. She has been employed as an executive director of integrated marketing communications with Harrisburg Area Community College. Ms. Swanson is recommended as a **Center for Schools and Communities**

communications manager, at an annual salary of \$77,000, effective Sept. 7, 2021 (contingent upon receipt of required clearances). Funds for this replacement position are available in the CSC budgets.

- **Christina Tinoco**, Lebanon, received a bachelor's degree from Kutztown University. She has been employed as a community school coordinator with Communities in Schools of Pennsylvania, Harrisburg. Ms Tinoco is recommended as **Migrant Education Program project specialist** at an annual salary of \$49,500, effective Aug. 30, 2021 (contingent upon receipt of required clearances). Funds for this new position are available in the Migrant Education budget.

Position Transfers

- **Hannah J. Burge**, from workforce career coordinator at an hourly rate of \$17.59 (\$34,300.50) to **career counselor specialist** at an hourly rate of \$18 (\$35,100 annually), effective Aug. 23, 2021
- **Leslie A. Hartline**, from client support business systems analyst I at a current annual salary of \$91,352.03 to **student applications support manager**, at an annual salary of \$97,000, effective Aug. 19, 2021
- **Lyndi S. Hertzler**, from FIS implementation/analysis facilitator at a current annual salary of \$60,056.91 to **client solutions manager** at an annual salary of \$77,000, effective Aug. 19, 2021
- **Christine D. Hornberger**, from workforce career coordinator at a current hourly rate of \$17.83 (\$34,768.50 annually) to **career counselor specialist** at an hourly rate of \$18 (\$35,100 annually), effective Aug. 23, 2021
- **Tia N. Mitch**, from operations services assistant at a current hourly rate of \$13.73 (\$26,773.50 annually) to **practical nursing administrative assistant** at an hourly rate of \$17.50 (\$34,125 annually), effective Aug. 19, 2021
- **Regina M. Salvador**, from administrative project specialist at an annual salary of \$56,538.95 to **Center for Schools and Communities event planner**, at an annual salary of \$59,000, effective Aug. 19, 2021

Change in Start Date

- **Rachel Velez**, Early Intervention teaching assistant, from July 12, 2021 to July 21, 2021

Retraction of Title Change

- **Debra A. Kerstetter**, Head Start instructor to **Head Start senior instructor**, effective July 1, 2021

Resignations

- **Caroline J. Allen**, retiring as Afterschool/youth development coordinator, effective July 23, 2021
- **Jade L. Brokaw**, career counselor specialist, effective July 23, 2021
- **Madison M. Lawless**, Head Start assistant instructor, effective Aug. 27, 2021
- **Crystal S. Marshalek**, classroom assistant, effective Aug. 10, 2021
- **Timothy Musselman**, career counselor specialist, effective Sept. 2, 2021
- **Chantelle V. Ney-Shaffer**, educational consultant, effective Sept. 30, 2021
- **Dr. Molly Nied**, assistant executive director/chief academic officer, effective Oct. 8, 2021
- **Mark Robles**, practical nursing program nursing lab and resource specialist, effective Sept. 10, 2021
- **Kristy M. Sones**, workforce academic specialist, effective Aug. 17, 2021
- **Carol L. Steward**, resigning as alternative education–special education teacher,

effective Sept. 20, 2021

- **Shalini Vishwakarma**, Head Start assistant instructor, effective July 23, 2021
- **Katelynn Walls**, Pre-K Counts teacher, effective Oct. 3, 2021
- **Tammy F. Wilt**, retiring as Early Intervention instructional assistant, effective June 18, 2021
- **Kim Zoch**, classroom assistant, effective Aug. 23, 2021

Furloughs

- **Nicole E. Brungard**, workforce outreach specialist, effective Sept. 29, 2021, due to the end of program funding
- **Will M. Christensen**, workforce career coordinator, effective Sept. 29, 2021, due to the end of program funding
- **Scott J. Fabrizio**, workforce specialist, effective Sept. 29, 2021, due to the end of program funding
- **Annette H. Hutt**, CARES data entry and office assistant, effective Sept. 29, 2021, due to the end of program funding
- **Diane L. Jones**, workforce career coordinator, effective Sept. 29, 2021, due to the end of program funding
- **Sharon A. McIntyre**, workforce specialist, effective Sept. 29, 2021, due to the end of program funding
- **Stacey A. Snyder**, workforce career coordinator, effective Sept. 29, 2021, due to the end of program funding

Motion to approve full-time recommendations as presented.

Motion by Dennis Keiser, second by Bruce Rhoads.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade Shreck, Susy Wiegand

6.2 Part-Time Personnel

New Employees – Non-Instructional Staff

- **Lori Clark**, short-term Migrant Education recruiter, effective Aug. 9, 2021 (contingent upon receipt of required clearances)
- **Luke T. Duceman**, short-term Migrant Education recruiter, effective Aug. 2, 2021
- **Bhanu B. Ghalley**, short-term Migrant Education recruiter, effective Aug. 3, 2021
- **Sheldon Winnick**, adult basic education instructor, effective Aug. 2, 2021

Position Transfer

- **Marcy A. Roth**, from nutrition aide/custodian at an hourly rate of \$10.39, to **nutrition operation assistant**, at an hourly rate of \$12.08, effective Aug. 19, 2021

Resignations

- **Michelle C. Black**, nutrition aide/custodian, effective July 19, 2021
- **Charmaine R. Klingler**, 21st Century Community Learning Centers site coordinator, effective June 17, 2021
- **Jennifer W. Parks**, English as Second Language/adult basic education instructor, effective Aug. 13, 2021
- **Susan S. Roy**, retiring as WATCH Project tutor/Central Susquehanna LPN Career Center tutor, effective Sept. 29, 2021

- **Amanda J. Wright**, incarcerated youth instructor, effective July 23, 2021

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, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade Shreck, Susy Wiegand

6.3 Substitute Personnel

Directors were asked to approve substitute personnel to work in CSIU classrooms and programs for the 2021-22 school year.

Substitute Teachers

Bronwen Anderson-Sanders	Carolyn McSween
Ellen Batdorf	Linda Meckley
Shari Benick	Brandi Miller
Christa Bingaman	Christine Miller
Roger Boschetto	Robyn Morales
Lorri Bruckhart	Rita Palasek
Edward Carney	Frank Passaniti
Michael Erickson	Isaiah Rapp
Brenda Fischer-Dennehy	Ashley Rucker
Colette Frantz	Ashley Rumph
Laurie Frantz	Kelly Saul-Bromwell
Kenneth Geise	Jamie Shambach
Carol Gentilucci	Steven Smith
David Gronskey	Maria Southerton
Julia Hoffman	Kathy Spangler
Robert Horne	Nancy Weigle
Shannon Howe	Sheldon Winnick
Mark Ilgenfritz	Marty Wise
Esther Ilo	Jenelle Wooten
Connie Lilley	
Nicole Maresca	
Charles Marsters	

Substitute Aides

Charmaine Caulder	Pamela Fry
John Dougherty	Mary Hart

Motion to approve the 2021-22 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, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade

6.4 Staff Leaves of Absence (Information Only)

Paid Leaves of Absence

- **Maria G. Feeser**, Migrant Education student support specialist from June 3, 2021 to July 4, 2021
- **Michelle K. Kern**, Safe Schools coordinator from July 14, 2021 to July 30, 2021

Paid/Unpaid Leaves of Absence

- **Carol L. Paxton**, Center for Schools and Communities Center for the Promotion of Social and Emotional Learning director, from July 23, 2021 to Oct. 15, 2021
- **Creasy O. Lopez Soto**, Migrant Education recruiter, intermittent from July 6, 2021 to July 30, 2021

Unpaid Leave of Absence

- **Diane L. Jones**, workforce career coordinator from July 6, 2021 to Aug. 31, 2021

Extension of Paid Leaves of Absence

- **Jandell A. Boyer**, recruiting and certification technician from June 7, 2021 to June 11, 2021
- **Paul R. Gola**, occupational therapist, from July 1, 2021 to Aug. 1, 2021
- **Tammy L. Swortwood-Hoffman**, career counselor specialist, from June 28, 2021 to July 9, 2021

Return from Paid Leaves of Absence

- **Jandell A. Boyer**, recruiting and certification technician, effective June 14, 2021
- **Maria G. Feeser**, Migrant Education student support specialist, effective July 6, 2021
- **Michelle K. Kern**, Safe Schools coordinator, July 30, 2021
- **Taylor A. Litchard**, speech therapist, effective July 12, 2021
- **Tammy L. Swortwood-Hoffman**, career counselor specialist, effective July 12, 2021

Return from Paid/Unpaid Leave of Absence

- **Creasy O. Lopez Soto**, Migrant Education recruiter, effective Aug. 2, 2021

6.5 Completion of New Employee Probationary Period (Information Only)

The following staff members have completed their new employee probationary period:

- **Soniris Arroyo**, workforce career coach, effective July 14, 2021
- **Melissa K. Bowersox**, nursing assistant educator, effective July 23, 2021
- **Hannah J. Burge**, workforce career coordinator, effective June 17, 2021
- **Steven Williams**, Pennsylvania Statewide Afterschool Youth Development Network (PSAYDN) associate director, effective July 19, 2021

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

7.1 Architectural Services – Contract Change Order

Administration recommends approval of a contract change order with Strosser/Baer Architects, LLC, Sunbury, Pa. to provide additional project management for the

construction of the new garage behind the Annex building at a cost of \$3,000. Funds for this change order are available in the capital reserve budget.

Motion to approve a contract change order with Strosser/Baer Architects, LLC as presented.

Motion by William Brecker, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade Shreck, Susy Wiegand

7.2 Garage Construction – Contract Change Order

Administration recommends approval of a contract change order with T-Ross Brothers Construction, Inc. of Milton to provide additional stone for the footer of the new garage behind the Annex building at a cost of \$819. The additional stone is required in order to pass inspection by the Milton Borough Code Officer. Funds for this change order are available in the capital reserve budget.

Motion to approve a contract change order with T-Ross Brothers Construction, Inc. as presented.

Motion by William Brecker, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade Shreck, Susy Wiegand

7.3 Engineering/Architect Services – Contract Change Order

Administration recommends approval of a contract change order with HUNT Engineers, Architects & Surveyors, Towanda, to provide changes to the scope of work for the HVAC system at the Annex building in an effort to reduce overall costs for the office reorganization at the Annex building, at a cost not to exceed \$5,000. Funds for this change order are available in the capital reserve budget.

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

Motion by William Brecker, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade Shreck, Susy Wiegand

7.4 Building Renovations/Partition Walls – Contract Change Order

Administration recommends approval of a contract change order with KI, Green Bay, Wis., through the KPN contract, due to increased cost of glass partition walls at the central office and prevailing wage rate at a cost of \$39,980.72. Funds for this change order are available in the capital reserve budget.

Motion to approve a contract change order with KI as present.

Motion by William Brecker, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade Shreck, Susy Wiegand

7.5 Building Renovations – Contract Change Orders (Information Only)

At the March 17, 2021 meeting, directors approved a contract with Gordian, Greenville, S.C., through the KPN contract, for building renovations to the CSIU central office. Directors also approved the authorization of the executive director to approve any change orders that may occur up to a cumulative amount of \$100,000 and would provide any change orders to the board for review.

Administration is providing the following change orders received from Gordian:

- Removal of an old air handler unit and duct work at the central office at a cost of \$2,725.28
- Field modification of the HVAC system at the central office at a cost of \$3,410.64

Funds for these change orders are available in the capital reserve budget.

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

8.1 Board Policy Revisions/New Policies (Attachments)

Policies listed below were presented for first reading. They have been reviewed and approved by the Board Policy Committee, executive director, senior leaders and legal counsel.

Policy Revisions:

- 218.1 Weapons
- 218.2 Terroristic Threats
- 247 Anti-Hazing
- 249 Bullying/Cyberbullying
- 252 Dating Violence
 - 247, 249, 252 Attachment – Report Form
- 302 Employment of Executive Director/Assistant Executive Director
- 304 Employment of Intermediate Unit Staff
- 805 Emergency Preparedness and Response
 - 805 Attachment – Safe2Say Something Procedures

New Policies:

- 146.1 Trauma-Informed Approach
- 218.3 Discipline of Student Convicted/Adjudicated of Sexual Assault
- 236.1 Threat Assessment

Motion to accept at first reading the proposed policies as presented.

Motion by Bruce Rhoads, second by Susy Wiegand.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade

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 were presented for approval:

- Head Start and Early Head Start Application for Year 2 Refunding
- Head Start Supplemental Programs Flexible Instruction Plan
- Head Start/Early Head Start Monthly Reports for May and June 2021

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

Motion by Susy Wiegand, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade Shreck, Susy Wiegand

11.2 Pre-K Counts Flexible Instruction Plan (Attachment)

Directors were asked to approve the Pre-K Counts Flexible Instruction Plan for the 2021-22 school year as presented.

Motion to approve the Pre-K Counts Flexible Instruction Plan as presented.

Motion by Susy Wiegand, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade Shreck, Susy Wiegand

11.3 In-School Nursing Services Contract (Attachment)

Directors were asked to approve a contract with Bayada Home Health Care, Inc., Selinsgrove, to provide basic nursing and aide care to students in the CSIU Early Intervention and school-age programs at a rate of \$41 per hour for RN or LPN services, and \$28 per hour for CNA services, effective July 1, 2021 to June 30, 2022. This contract will automatically renew for an additional one-year period.

Motion to approve a contract with Bayada Home Health Care, Inc. as presented.

Motion by Susy Wiegand, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade Shreck, Susy Wiegand

11.4 Professional Development, Training and Consultation Services (Attachment)

As part of PDE's System for District and School Improvement, the CSIU has been asked to contract with Allegheny Intermediate Unit (AIU) to provide a consistent improvement facilitator point of contact for each Comprehensive Support and Improvement (CSI) school in the region.

CSIU designated staff will provide school specific support to CSI schools through approximately 70 days of direct service during the 2021-22 school year, with an additional year of support possible during the 2022-23 school year.

In return, the CSIU will receive \$50,000 per school plus \$5,000 for expenses for the 2021-22 school year.

Motion to approve the Subrecipient Agreement with Allegheny Intermediate Unit as presented.

Motion by Susy Wiegand, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade Shreck, Susy Wiegand

11.5 Purchase of Simulation Manikins (Attachments)

Directors were asked to approve the purchase of simulation manikins, at a cost not to exceed \$135,000, from Laerdal Medical Corporation, Wappingers Falls, N.Y. This purchase includes the following that will provide the students at the LPN Career Center with state-of-the-art learning support tools for the new Fundamentals and simulation lab in the Annex building:

- 2 Nursing Anne Simulator manikins;
- 1 Nursing Anne manikin;
- Various interchangeable parts and accessories for multiple scenarios including wounds and pregnancy;
- Trainers for injections and catheters; and
- Software upgrades for existing adolescent and infant manikins.

The simulation manikins and other manikins will also be used in advanced nursing courses throughout the curriculum. Funds for this purchase are available in the LPN Career Center budget with funds received from the CARES Act and HEERF grants.

Motion to approve the purchase of Simulation Manikins as presented.

Motion by Susy Wiegand, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade Shreck, Susy Wiegand

11.6 Purchase of Dell Laptops

Directors were asked to approve the purchase of 30 Dell Latitude laptops and three Dell docks for the Adult Education program, at a cost not to exceed \$24,978, from Winslow Technology Group, a PEPPM vendor. Funds for this purchase are available in the Digital Literacy grant budget.

Motion to approve the purchase of Dell laptops as presented.

Motion by Susy Wiegand, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade Shreck, Susy Wiegand

12. ADMINISTRATIVE MATTERS

12.1 Agreements for Service – Next Century, Inc. (Attachment)

Directors were asked to approve the list of agreements with Next Century, Inc., Milton, for staffing and consulting services for the 2021-22 school year. Funds for these expenditures are available in the program budgets listed.

Motion to approve agreements for service with Next Century, Inc. as presented.

Motion by Victor Abate, second by Lauren Hackenburg.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Dennis Keiser, Bruce Rhoads, Slade Shreck, Susy Wiegand

13. ADMINISTRATIVE REPORTS

13.1 Executive Leadership – Dr. John Kurelja, Executive Director

In addition to his report, Dr. Kurelja recognized the upcoming resignation of Dr. Molly Nied, assistant executive director/chief academic officer. He wished her well in her future endeavors.

Dr. Kurelja also discussed the following CSIU COVID-19 health and safety protocols, effective Monday, August 23, 2021. These protocols are in alignment with CDC recommendations and do not require revisions to the current Health and Safety Plan.

- CSIU employees who have been vaccinated are required to provide proof of vaccination to the Human Resources department by Friday, August 27, 2021.
- Masking will be required by all unvaccinated CSIU employees working in **non-instructional buildings** (unless eating or drinking); masking is optional for vaccinated staff but requested by the CDC; and unvaccinated guests are also required to mask.
- Masking will be required by all CSIU employees (vaccinated or unvaccinated) working in **instructional/classroom settings**; all adult visitors are also required to mask regardless of vaccination status or transmission designation; and staff will strongly recommend student masking.

Ms. Hackenburg expressed concern that requiring vaccinated staff to provide proof of vaccination is against their civil liberty. Dr. Kurelja stated that legal counsel provided an opinion that due to quarantining guidelines, the CSIU is within its rights to require employees to share their vaccination status.

14. ADJOURNMENT

14.1 Adjourn Meeting

President Augustine adjourned the meeting at 7:36 p.m.

Respectfully submitted,

**Slade Shreck
Board Secretary**

**Amy Pfleegor
Board Recording Secretary**

15. INFORMATION ONLY

15.1 Administration – Staff Travel

Mark Carollo, associate director of cooperative purchasing, will attend the **2021 National Institute of Government Purchasing (NIGP) Annual Forum and Products Exposition** on Sept. 13-14, 2021 in Anaheim, Calif. He will be an exhibitor to promote the PEPPM and Keystone Purchasing Network (KPN) programs. Funds for estimated expenses of \$1,524 are available in the joint purchasing budget.

Mark Carollo, associate director of cooperative purchasing, will attend the **ASBO International Annual Conference** on Oct. 14-15, 2021 in Milwaukee, Wis. He will be an exhibitor to promote the PEPPM and KPN programs. Funds for estimated expenses of \$1,220 are available in the joint purchasing budget.

15.2 Donation of Surplus Items

The CSIU has a municipality partnership with West Chillisquaque Township. The Township is currently in need of file cabinets and is interested in nine used cabinets from the CSIU surplus inventory.

As done previously with the National Guard and the Borough of Milton, the CSIU will donate these items, previously going to auction, to West Chillisquaque Township.

15.3 Fiscal Communications

June 1, 2021, an email from Grant Solutions notifying CSIU of action awarding additional funds for Grant Award #03CH011898-01-02. This action awards funds for the cost-of-living adjustment (COLA) to increase program operations for Head Start (\$42,241) and Early Head Start (\$12,863). The total increase is \$42,241, for the period of Dec. 1, 2020 through Nov. 30, 2021.

June 1, 2021, via email a letter from Carmen Medina (Chief – Pennsylvania Department of Education, Division of Student Services) notifying CSIU of the 2021-22 funding allocation for the Education Leading to Employment and Career Training (ELECT) grant. This federal grant award is in the amount of \$400,000, for the period of July 1, 2021 through June 30, 2022.

June 17, 2021, an email from Samantha Rusho (Administrative Assistant 1 – Departments of Education and Human Services, Office of Child Development and Early Learning) notifying CSIU of the 2021-22 funding allocations for Preschool Early Intervention (EI). State Early Intervention (EI) is \$4,950,149; IDEA 619 is \$358,054; IDEA 611 Component 1 is \$652,020. The total allocation is \$5,960,223, for the period of July 1, 2021 through June 30, 2022.

June 21, 2021, an email from Rome Oliver (Clerk Typist 3 – Pennsylvania Department of Education, Bureau of Special Education) notifying CSIU of the 2021-22 funding allocation for the Office for Dispute Resolution (ODR) grant. This federal grant award is in the amount of \$2,650,000, for the period of July 1, 2021 through Sept. 30, 2022.

June 25, 2021, an email from Samantha Rusho (Administrative Assistant 1 – Departments of Education and Human Services, Office of Child Development and Early Learning) notifying CSIU of the 2021-22 grant renewal for Pennsylvania Pre-K Counts. Project #130-21-0-014 is in the amount of \$1,417,500, for the period of July 1, 2021 through June 30, 2022.

June 29, 2021, an email from WaTanya L. Ney (21st CCLC Program Officer – Pennsylvania Department of Education, Bureau of School Support) notifying CSIU of the approved grant agreement for 21st CCLC Cohort 10. FC #4100083495 is in the amount of \$506,000, for the period of July 1, 2021 through June 30, 2022.

June 30, 2021, an email from Nicholas Slotterback (Safe Schools Coordinator – Pennsylvania Department of Education, Office of Safe Schools) notifying CSIU of the approved grant agreement for the STOP School Violence Program. FC #4100086743 is in the amount of \$758,928, for the period of Oct. 1, 2018 through Sept. 30, 2021.

June 30, 2021, an email from Brenda Kylen (Education Administration Associate – Pennsylvania Department of Education, Bureau of School Support) notifying CSIU of the approved grant agreement for the CSC Migrant Education Program. Project #017-21-0106 is in the amount of \$1,287,631, for the period of July 1, 2021 through June 30, 2022.

July 1, 2021, an email from Brenda Kylen (Education Administration Associate – Pennsylvania Department of Education, Bureau of School Support) notifying CSIU of the 2021-22 funding allocation for the CSIU Migrant Education Program. This federal grant award is in the amount of \$1,172,160, for the period of July 1, 2021 through June 30, 2022.

July 1, 2021, an email from Brenda Kylen (Education Administration Associate – Pennsylvania Department of Education, Bureau of School Support) notifying CSIU of the 2021-22 funding allocation for the CSIU Migrant Education Program for Childcare and Summer Services. This state grant award is in the amount of \$116,261, for the period of July 1, 2021 through June 30, 2022.

July 7, 2021, an email from Michele Ametrano-Warford (Procurement Specialist 2 – Pennsylvania Department of Education, Bureau of Management Services) notifying CSIU of the approved purchase order for 2021-22 CSC ELECT Evaluation Services. PO #4300701928 is in the amount of \$73,499.99, for the period of July 1, 2021 through June 30, 2022.

July 20, 2021, an email from Lisa Watson (Director of Management Services – Tuscarora Intermediate Unit #11) notifying CSIU of the approved subcontractor agreement for consulting services related to the Early Intervention Verification Tool. This agreement is in the amount of \$187,944, for the period of July 1, 2021 through June 30, 2022.

July 23, 2021, an email from Brenda Kylen (Education Administration Associate – Pennsylvania Department of Education, Bureau of School Support) notifying CSIU of the approved grant agreement for the CSC Education for Homeless Children and Youth Program. Project #081-21-0001 is in the amount of \$300,000, for the period of July 1, 2021 through June 30, 2022.