

CENTRAL SUSQUEHANNA INTERMEDIATE UNIT BOARD OF DIRECTORS
MINUTES OF THE REGULAR MONTHLY MEETING
Wednesday, June 21, 2023

CSIU Central Office
90 Lawton Lane
Milton, PA 17847

DINNER – 5:45 p.m.

COMMITTEE MEETINGS – 6:30 p.m.

Budget and Finance Committee
Buildings and Grounds Committee
Human Resources Committee

BUSINESS MEETING – 7 p.m.

Due to the absence of the board president and vice president, Dr. Kurelja read the following statement: "According to CSIU Board Policy #006 Meetings, in the absence of the president and vice president, a president pro tempore must be elected to preside at this meeting only."

Mr. Brecker asked for a motion to nominate a president pro tempore to preside at this meeting only.

Mr. Jones made the motion to nominate Mr. Abate as the president pro tempore to preside at this meeting only. Mrs. Myers seconded the motion. There were no other nominations. The motion passed unanimously.

1. INTRODUCTION

1.1 Call to Order

President pro tempore Abate called the meeting to order at 7:04 p.m.

1.2 Pledge of Allegiance

1.3 Roll Call – Directors present - 10; Directors absent - 7

Director	District	Present	Absent
Victor Abate	Midd-West	X	
William Brecker	Mount Carmel Area	X	
Dr. Samuel Faulkner	Danville Area	X	
Lauren Hackenburg	Line Mountain	X	
David Hess	Selinsgrove Area	X	
Tamara Hoffman, Treasurer	Warrior Run		X
Jonathan Jones	Bloomsburg Area	X	
Jeffrey Kashner	Shamokin Area		X
Dennis Keiser, Vice President	Mifflinburg Area		X
Gregory Klebon	Southern Columbia Area	X	
Susan Myers	Millville Area	X	

William Pasukinis	Benton Area	X	
Bruce Rhoads, 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

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

President pro tempore Abate announced an executive session would be held following the board meeting regarding the Annual School Safety Practices Report.

The next regular monthly meeting will begin at 7 p.m. on Wednesday, Aug. 16, 2023 at the CSIU central office.

There is no July board meeting.

1.5 Recognition of Guests and Opportunity for Public Comment

Dr. Bernadette Boerckel, Chief Outreach Officer
Matthew Butensky, Youth Development Project Manager
Rae Ann Crispell, Administrative Support Director
Kenneth Erb, Manager of Buildings and Grounds
Dr. Alan Hack, Chief Academic Officer
Kaitlyn Hall, Director of Early Childhood Education
Nancy Joraskie, Executive Office Support Specialist/Alternate Board Recording Secretary
Kevin Kilgus, Director of Financial Services
Dr. John Kurelja, Executive Director
Jared Lehman, Chief Innovation Officer
Terri Locke, Director of Special Education and Alternative Placement
Dr. Shileste Overton Morris, Chief Programs Officer
Eric Shearer, Telecommunications Technology Network Coordinator
Brian Snyder, Chief Financial and Operations Officers

1.6 Approval of Minutes (Attachment)

Directors were asked to approve the minutes of the CSIU Board of Directors meeting held on Wednesday, May 17, 2023.

Motion to approve the minutes of the meeting held on Wednesday, May 17, 2023 as presented.

Motion by Susan Myers, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

1.7 Spotlight Segment

Dr. Shileste Morris, Chief Programs Officer, shared a video with directors from a series entitled Discussions with the Director. Each month, Dr. Morris engages in short conversations with colleagues to highlight the diverse work happening at the Center for Schools and Communities and its alignment with the CSIU's Core Values: Service to Others, Equity in

Action, Passion for Excellence and Innovation for Growth.

2. BOARD GOVERNANCE

2.1 Board Reorganization

Act 102 of 1970 requires intermediate unit directors to elect officers annually by July. In May, the board's Nominations Committee reported there was a full slate of candidates for the board offices and that additional nominations would be considered at the June meeting.

The committee presents the following slate of candidates for board officers, effective July 1, 2023 through June 30, 2024:

President - Bruce Rhoads (Central Columbia)
Vice President - Dennis Keiser (Mifflinburg Area)
Secretary - Slade Shreck (Shikellamy)
Treasurer - Tamara Hoffman (Warrior Run)

Motion to approve board officers as presented.

Motion by Susy Wiegand, second by Lauren Hackenburg.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

3. BUDGET AND FINANCE COMMITTEE - Tamara Hoffman, Chair; Lauren Hackenburg, Committee Member

3.1 Monthly Financial Statements for May 2023 (Attachments)

Directors were asked to approve the following May 2023 financial statements:

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

Motion to approve monthly financial statements for May 2023 as presented.

Motion by Lauren Hackenburg, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

3.2 CSIU Revised 2022-23 and Proposed 2023-24 Programs and Services Budget (PSB) (Attachment)

Directors were asked to approve revisions to the 2022-23 Programs and Services Budget of \$107 million and to approve the proposed 2023-24 Programs and Services Budget of \$109 million.

Motion to approve the revisions to the 2022-23 Programs and Services Budget and to approve the proposed 2023-24 Programs and Services Budget as presented.

Motion by Lauren Hackenburg, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

3.3 Transfer of Funds

Administration recommended the transfer of \$1,000,000 from the fiscal year 2022-23 general fund balance to the capital reserve fund, effective June 30, 2023. The capital reserve funds will be used in accordance with the Pa. Municipal Code for projects and deferred maintenance needs.

Motion to approve the transfer of funds in the amount of \$1,000,000 from the general fund balance to the capital reserve fund as presented.

Motion by Lauren Hackenburg, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

3.4 Authorization for Banking Transactions

According to board policy, directors annually must authorize staff to make banking transactions, such as depositing funds, making investment transactions, transferring funds between accounts, signing stop-payment and certified check authorizations, and initiating debits for payments to PSERS and other government agencies. Directors were asked to name the following staff as authorized agents of the Board for conducting such transactions during the 2023-24 fiscal year:

John Kurelja, Executive Director
Brian Snyder, Chief Financial and Operations Officer
Kevin Kilgus, Director of Financial Services
Jennifer Gardner, Grants and Accounting Manager
Holly Thomas, Business Office Supervisor
Ellen Wilhour, Payroll Supervisor
Vera Betz, Accounts Receivable Specialist
Tammy Boyer, Purchasing Specialist

The board president, secretary and treasurer, whose signatures appear on all checks, are responsible for disbursement of funds.

Motion to authorize staff to make bank transactions during the 2023-24 fiscal year as presented.

Motion by Lauren Hackenburg, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

3.5 Depositories

Directors were asked to authorize the following financial institutions as CSIU depositories for the 2023-24 fiscal year:

- First National Bank
- Pennsylvania Local Government Investment Trust (PLGIT)
- Pennsylvania School District Liquid Asset Fund (PSDLAF)

Motion to approve the 2023-24 depositories as presented.

Motion by Lauren Hackenburg, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

3.6 Workers' Compensation

Administration recommended approving the 2023-24 Workers' Compensation Insurance Policy with Key Risk Insurance, Greensboro, N.C., through the brokerage firm of Engle-Hambright & Davis, Inc. of Wyomissing, Pa. The maximum cost of the insurance is \$210,910, based on an estimated payroll of \$34,900,000. However, this is a dividend-eligible program providing an opportunity for additional savings.

Motion to approve the 2023-24 Workers' Compensation Insurance Policy with Key Risk Insurance as presented.

Motion by Lauren Hackenburg, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

4. TECHNOLOGY/MARKETPLACE COMMITTEE - Jonathan Jones, Chair; Victor Abate and Alvin Weaver, Committee Members

No report.

5. HUMAN RESOURCES COMMITTEE - Dennis Keiser, Chair; Bruce Rhoads, Slade Shreck and Mary Ann Stanton, Committee Members

5.1 Full-Time Personnel

New Employees – Instructional Staff

- **Schylar Deeben**, Dornsife, received a master's degree from Bloomsburg University. She has been employed as an itinerant teacher of the deaf/hard of hearing with Schuylkill Intermediate Unit 29, Marlin. Ms. Deeben is recommended as a **teacher of deaf/hearing impaired** at the master's step 7 classification, effective Aug. 1, 2023 (contingent upon receipt of required clearances), at an annual salary of \$61,018, according to the terms of the current Collective Bargaining Agreement. Funds for this replacement position are available in the special education district contract budget.
- **Luke Zeigler**, Lewisburg, received a master's degree from Bloomsburg University. He has been employed as a juvenile justice specialist with North Central Secure Treatment Unit, Danville. Mr. Zeigler is recommended as a **Corrections Education teacher** at the master's step 1 classification, effective Aug. 1, 2023 (contingent upon receipt of required clearances and PDE approval of Type 01 Emergency Permit), at an annual salary of \$51,178, according to the terms of the current Collective Bargaining Agreement. Funds for this replacement position are available in the Corrections Education budget.

New Employees – Non-Instructional Staff

- **Aaron C. Clarke**, Mechanicsburg, received an associate degree from Pennsylvania College of Technology, Williamsport. He has been employed as an account manager with Accurate Background, Inc., Irvine, Calif. Mr. Clarke is recommended as a **Center for Schools and Communities fiscal specialist**, at an hourly rate of \$27.80 (\$54,210 annually), effective June 26, 2023 (contingent upon receipt of required clearances). Funds for this replacement position are available in the CSC budget.
- **Susan Cowles**, Oil City, received a diploma from Cranberry High School, Seneca. She has been employed as a guidance/registrar with Cranberry Area

School District, Seneca. Ms. Cowles is recommended as a **client support specialist**, at an annual salary of \$49,000, effective July 10, 2023 (contingent upon receipt of required clearances). Funds for this replacement position are available in the computer services budget.

- **Amanda Eisenhower**, Selinsgrove, received a bachelor's degree from Southern New Hampshire University, Manchester, N.H. She has been employed as a substitute aide with the CSIU. Ms. Eisenhower is recommended as an **instructional support program assistant**, at an hourly rate of \$13.20 (\$18,315 annually), effective Aug. 1, 2023. Funds for this replacement position are available in the special education budget.
- **Agatha C. Hall**, West Milton, received a master's degree from Ball State University, Muncie, Ind. She has been employed as a behavior analyst with New Story School, Selinsgrove. Ms. Hall is recommended as a **behavioral support specialist**, at an annual salary of \$60,000, effective Aug. 1, 2023 (contingent upon receipt of required clearances). Funds for this new position are available in the special education budget.
- **Gretchen A. Heintzelman**, Lewisburg, received a bachelor's degree from Pennsylvania College of Technology, Williamsport. She has been employed as a registered nurse supervisor with Selinsgrove Center. Ms. Heintzelman is recommended as a **practical nursing program instructor**, at an annual salary of \$65,000, effective Aug. 21, 2023 (contingent upon receipt of required clearances). Funds for this new position are available in the Central Susquehanna LPN Career Center budget.
- **Lynne D. Howard**, Lewisburg, received a bachelor's degree from Clemson University. She has been employed as a marketing/digital coordinator with Custom Container Solutions, Milton. Ms. Howard is recommended as a **Cooperative Purchasing marketing specialist**, at an annual salary of \$48,009, effective July 5, 2023 (contingent upon receipt of required clearances). Funds for this new position are available in the Cooperative Purchasing budget.
- **Kahla Manning**, Marion Heights, received a bachelor's degree from Bloomsburg University. She has been employed as a career resource area specialist with Central Susquehanna Opportunities, Inc., Sunbury. Ms. Manning is recommended as a **career counselor specialist**, at an hourly rate of \$22 (\$42,900 annually), effective July 20, 2023 (contingent upon receipt of required clearances). Funds for this position are available in the YES Project budget.
- **Audrey Trego**, Paxtonville, received a bachelor's degree from Messiah University, Mechanicsburg. She has been employed as a counselor with Firetree Ltd., Beavertown. Ms. Trego is recommended as a **mental health support specialist**, at an hourly rate of \$23.07 (\$34,605 annually), effective Aug. 1, 2023 (contingent upon receipt of required clearances). Funds for this position are available in the special education budget.
- **Ashley Whitaker**, Sunbury, received an associate degree from Harrisburg Area Community College. She has been employed as a registered behavior technician with Mission Autism Clinic, Shamokin Dam. Ms. Whitaker is recommended as a **classroom assistant**, at an hourly rate of \$12 (\$16,650 annually), effective Aug. 1, 2023 (contingent upon receipt of required clearances). Funds for this replacement position are available in the special education budget.

Position Transfers

- **Ashlee R. Bower**, from practical nursing instructor/nursing assistant educator supervisor at a current annual salary of \$73,619.21 to **Central Susquehanna LPN Career Center director of operations**, at an annual salary of \$92,000,

effective July 1, 2023

- **Jasmine B. Canales-Carballo**, from Migrant Education student support specialist (part-time) at a current hourly rate of \$18.98 to **Migrant Education student support specialist (full-time)**, at an hourly rate of \$18.98 (\$37,011 annually), effective June 22, 2023
- **Katherine M. Kuhn**, from Center for Schools and Communities project specialist at a current annual salary of \$50,323 to **youth development coordinator**, at an annual salary of \$54,500, effective June 22, 2023
- **Jessica L. Probst**, from nursing education managing coordinator at a current annual salary of \$80,766.62 to **Central Susquehanna LPN Career Center dean of students**, at an annual salary of \$90,000, effective July 1, 2023

Change in Start Date

- **Alicia M. Freed**, practical nursing program instructor, from May 18, 2023 to May 24, 2023

Resignations

- **Julia Mallory**, family support project specialist, effective June 9, 2023
- **Katrina Munley**, Corrections Education–guidance counselor, effective Aug. 4, 2023
- **Jennifer L. Taylor**, career counselor specialist, effective May 19, 2023

*Please note that effective date listed above is the last paid working day.

Motion to approve full-time personnel recommendations as presented.

Motion by Victor Abate, second by Lauren Hackenburg.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

5.2 Part-Time Personnel

Change in Start Date

- **Jeanne S. Crago**, English as a Second Language instructor, from May 1, 2023 to May 17, 2023

Resignations

- **Jaden A. Rice**, facilities support assistant, effective May 24, 2023
- **Jenna Snavelly**, Migrant Education student support specialist, effective May 22, 2023

* Please note that effective date listed above is the last paid working day.

Motion to approve part-time personnel recommendations as presented.

Motion by Victor Abate, second by Lauren Hackenburg.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

5.3 Substitute Personnel

Directors were asked to approve substitute personnel to work in CSIU classrooms and programs for the 2022-23 school year.

Substitute Teachers

Ernest Falgo

Jendyn Knorr

Rachel Yoder

Motion to approve substitute personnel recommendations as presented.

Motion by Victor Abate, second by Lauren Hackenburg.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

5.4 Executive Director Salary Adjustment for 2023-24

By mutual agreement, the CSIU Board of Directors and Dr. John Kurelja wished to amend agenda item 5.4 Non-Bargaining Unit Staff Salary Adjustment for 2023-24 from the May 17, 2023 Board of Directors meeting under Article 5.1 of the Executive Director Employment Agreement, to add one percent to the salary adjustment increase previously approved for the Executive Director for the 2023-24 school year.

Motion to approve the salary recommendation for the Executive Director for the fiscal year 2023-24 as presented.

Motion by Victor Abate, second by Lauren Hackenburg.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

5.5 Act 93 Compensation Plan

Directors were asked to approve Appendix "A" Admin Group Titles of the Administrative Group Compensation Plan. Changes to the current Act 93 Agreement between the CSIU Board of Directors and the CSIU Act 93 Administrators, effective July 1, 2023 through June 30, 2024, reflect additional job titles added and existing job titles deleted from the Act 93 Agreement.

Motion to approve changes to the Admin Group Titles of the Administrative Group Compensation Plan of the current Act 93 Agreement as presented.

Motion by Victor Abate, second by Lauren Hackenburg.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

6. BUILDINGS AND GROUNDS COMMITTEE - William Brecker, Chair; Jeffrey Kashner, Bill Pasukinis and Susy Wiegand, Committee Members

6.1 Lease Agreement Renewals – Adult Education

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

- NAM Futures, LLC for 850 sq. ft. of currently leased office space located at 1000 Market Street, Suite 37, Bloomsburg, at a cost of \$735 per month. The renewal agreement is for the term July 1, 2023 through June 30, 2024.
- 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 \$420 per month. This is an increase of \$10 per month from last year. The renewal agreement is for the term July 1, 2023 through June 30, 2024.

- Central Pennsylvania Workforce Development Corporation for currently leased office space located at 225 Market Street, Room 202, Sunbury, at an annual cost of \$12,938, an increase of \$2,938 from last year. The total cost will be divided into quarterly payments. The renewal agreement is for the term July 1, 2023 through June 30, 2024.

Motion to approve adult education lease agreement renewals as presented.

Motion by William Brecker, second by Lauren Hackenburg.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

6.2 Addendum to Lease Agreement – Early Intervention

Administration recommended approval of an addendum to a lease agreement with Marr Development 14th Street, LLC for currently leased classroom space at 1401 Market St., Berwick. The term for the current lease agreement is Aug. 1, 2018 to July 31, 2023. The term for the addendum is July 1, 2023 through June 30, 2028, at an annual cost of \$17,448 with an increase of approximately two percent per year for the term of the agreement.

Motion to approve an addendum to a lease agreement with Marr Development 14th Street, LLC as presented.

Motion by William Brecker, second by Lauren Hackenburg.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

7. POLICY COMMITTEE - Slade Shreck, Chair; Bruce Rhoads, Committee Member

No report.

8. UNFINISHED BUSINESS

None.

9. NEW BUSINESS

None.

10. EDUCATIONAL PROGRAM MATTERS

10.1 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/Early Head Start Monthly Reports for March and April 2023
- Work Sampling System Assessment 2022-23

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

Motion by Victor Abate, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

10.2 Assurance for the Operation of Early Intervention Special Education Services and Programs (Attachment)

The CSIU is required to submit documentation annually to the Pennsylvania Department of Education, assuring that all Early Intervention Special Education services and regulations/quality space operated by the CSIU are in compliance with all state and federal laws, regulations and procedures. Directors were asked to authorize staff to submit the Assurance for the Operation of Early Intervention Special Education Services and Programs for the 2023-24 school year.

Motion to approve the Assurance for the Operation of Early Intervention Special Education Services and Programs for the 2023-2024 school year as presented.

Motion by Victor Abate, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

10.3 IDEA-B Eligibility Application

Directors were asked to approve the 2023-24 Individuals with Disabilities Education Act, Part B (IDEA-B) Funds Application, with a request for an additional two percent. To be eligible to apply for funds under IDEA, any local education agency must have in effect policies and procedures consistent with state and federal regulations. The CSIU special education office annually submits the Sub-grantee Application under Part B of the IDEA as Amended in 2004.

Motion to approve the 2023-24 Individuals with Disabilities Education Act, Part B (IDEA-B) Funds Application as presented.

Motion by Victor Abate, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

10.4 Purchase of Apple iPads and Keyboards

Directors were asked to approve the purchase of 12 Apple iPads and keyboards for CSIU nonpublic teachers and 44 Apple iPads for nonpublic school students, at a cost not to exceed \$22,482, from Apple Inc., a PEPPM vendor. Funds for this purchase are available in the nonpublic services program budget.

Motion to approve the purchase of Apple iPads and keyboards as presented.

Motion by Victor Abate, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

10.5 Purchase of Classroom STEM Kits

Directors were asked to approve the purchase of 226 Classroom STEM Kits from Tequipment, Inc., Huntington Station, N.Y., at a cost of \$14,980.38 and 210 Classroom STEM Kits from LEGO Brand Retail, Inc. DBA LEGO Education US, Boston, Mass., at a cost of \$49,929.50. Tequipment, Inc. provided the lowest responsible bid of a public bid

process, and LEGO Education provided the second lowest bid.

The STEM kits will be used as a resource at the sites of PDE-funded 21st Century Community Learning Centers (CCLC) grantees throughout the Commonwealth. Funds for this purchase are available in the 21st CCLC support and technical services budget.

Motion to approve the purchase of Classroom STEM Kits as presented.

Motion by Victor Abate, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

10.6 Purchase of SMART Boards, Software and Accessories

Directors were asked to approve the purchase of eight SMART Boards with an interactive display, eight SMART Learning Suite software subscriptions, eight HDMI cables and a mobile stand for Act 89 teachers and speech therapists, at a cost not to exceed \$29,511.52, from CDW-G, a PEPPM vendor. Funds for this purchase are available in the nonpublic services program budget.

Motion to approve the purchase of SMART Boards, software and accessories as presented.

Motion by Victor Abate, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

10.7 In-School Nursing Services Contract

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 \$43 per hour for RN or LPN services, and \$29 per hour for CNA services, effective July 1, 2023 to June 30, 2024. 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 Victor Abate, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

11. ADMINISTRATIVE MATTERS

11.1 Legal Services 2023-24 (Attachment)

Directors were asked to approve the proposed listing of legal counsel, including the scope of each firm's services and fees for 2023-24.

Motion to approve solicitor and legal counsel for 2023-24 as presented.

Motion by Victor Abate, second by Susan Myers.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

11.2 Executive Committee Action Authority

Directors were asked to authorize the Executive Committee to approve any matters prior

to the Aug. 16, 2023 board meeting. Any and all matters will be affirmed by the Board at the Aug. 16, 2023 meeting.

Motion to authorize the Executive Committee to approve any matters prior to the Aug. 16, 2023 board meeting as presented.

Motion by Victor Abate, second by Susan Myers.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, William Brecker, Samuel Faulkner, Lauren Hackenburg, David Hess, Jonathan Jones, Gregory Klebon, Susan Myers, William Pasukinis, Susy Wiegand

12. ADMINISTRATIVE REPORTS

12.1 Executive Leadership - Dr. John Kurelja, Executive Director

13. ADJOURNMENT

13.1 Adjourn Meeting

President pro tempore Abate called an executive session regarding the Annual School Safety Practices Report.

With no further action to come before the board, President pro tempore Abate adjourned the meeting at 7:38 p.m.

Mr. Hess left the meeting at 7:38 p.m.

The executive session began at 7:41 p.m. and ended at 7:56 p.m.

Respectfully submitted,

**Nancy Joraskie
Alternate Board Recording Secretary**

14. INFORMATION ONLY

14.1 Board Governance – Election of Directors

Directors from Berwick Area, Bloomsburg Area, Central Columbia, Midd-West and Shikellamy school districts were nominated by their district boards to serve full three-year terms on the CSIU Board of Directors beginning July 1, 2023 and continuing through June 30, 2026. Millville Area and Selinsgrove Area school district representatives were appointed by their district boards to fill a vacancy and complete the balance of an unexpired term on the CSIU Board. Their appointment was received after the 2022 ballot.

Directors from the CSIU's 17 member districts were given the opportunity to vote for the slate of candidates for the CSIU Board of Directors. All candidates were approved.

Following the mailing of the 2023 ballots, a director from Danville Area School District was appointed by their district board to complete the balance of an unexpired term. Their name will be placed on the 2024 Ballot for Election of CSIU Directors.

14.2 Board Governance – Terms of Office

The terms of office for the CSIU Board of Directors are as follows:

(* indicates reappointment, ** indicates completing balance of unexpired term)

District	Director	Began CSIU	Current Term Expires
Benton Area	William Pasukinis	January 2022	June 2025
Berwick Area	Susy Wiegand	January 2020	June 2026*
Bloomsburg Area	Jonathan Jones	December 2017	June 2026*
Central Columbia	Bruce Rhoads	July 2011	June 2026*
Danville Area	Samuel Faulkner	May 2023	June 2024**
Lewisburg Area	Mary Ann Stanton	December 2017	June 2024
Line Mountain	Lauren Hackenburg	April 2019	June 2025
Midd-West	Victor Abate	December 2011	June 2026*
Mifflinburg Area	Dennis Keiser	July 2012	June 2024
Millville Area	Susan Myers	March 2023	June 2025**
Milton Area	Alvin Weaver	May 2018	June 2024
Mount Carmel Area	William Brecker	December 2013	June 2025

Selinsgrove Area	David Hess	December 2022	June 2024**
Shamokin Area	Jeffrey Kashner	December 2012	June 2024
Shikellamy	Slade Shreck	December 2017	June 2026*
So. Columbia Area	Gregory Klebon	January 2020	June 2025
Warrior Run	Tamara Hoffman	February 2018	June 2025

14.3 Human Resources – Completion of New Employee Probationary Periods

The following staff member has completed their new employee probationary period:

- **Daniel R. Wilson**, Center for Schools and Communities data support specialist, effective May 22, 2023.

14.4 Human Resources – Health Insurance Savings Report

Since 1993, the CSIU has offered a monetary incentive program for employees who are eligible to receive health insurance coverage elsewhere. The monetary incentive provides payment to each employee in lieu of CSIU-provided health insurance coverage. The following table shows the savings to the CSIU over the past five years through the monetary incentive program.

Year	No. of Employees on Monetary Incentive	Avoided Health Coverage Costs	Total Monetary Incentive Costs	Savings
2019 (BU)	40	\$716,400	\$153,919	\$562,481
2019 (NBU)	117	\$1,613,477	\$409,498	\$1,203,979
2020 (BU)	43	\$817,241	\$171,998	\$645,243
2020 (NBU)	124	\$1,846,906	\$495,995	\$1,350,911
2021 (BU)	41	\$789,562	\$163,999	\$625,563
2021 (NBU)	119	\$1,802,422	\$475,995	\$1,326,427
2022 (BU)	44	\$863,702	\$175,998	\$687,704
2022 (NBU)	111	\$1,722,010	\$443,996	\$1,278,014
2023 (BU)	45	\$926,176	\$179,998	\$746,178
2023 (NBU)	122	\$2,009,486	\$491,995	\$1,517,491

	Total 5-Year Savings		\$9,943,991
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Bargaining Unit (BU) and non-bargaining unit (NBU) staff receive an annual payment of \$4,000 paid biweekly.

14.5 Math 24 Competition

The CSIU hosted the Math 24 competition on May 16, 2023. This game brought together 49 students from seven districts, where students demonstrated the relationship between numbers through the 24 game. Students were divided by grade level and competed in three rounds of increasing complexity to determine an overall winner.

This year's winners were:

- Grades 4 and 5: Saumya Mehta (Danville Area)
- Grade 6: Gabe Vogt (Benton Area)
- Grades 7 and 8: Munjaal Mehta (Danville Area)

14.6 eBay Auction Services

The following items will be listed using eBay Auction Services:

Technology

- (25) iPhones

14.7 Public Surplus – Online Auction

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

Buildings and Grounds

- (1) 32" TV
- (1) BOSH Tool Bag
- (1) Craftsman Toolbox
- (1) DA-Light Projector Screen
- (1) Drum Dolly
- (Lot) Encore low fold napkin
- (Lot) Glass Cleaner
- (1) Hand Cutting and Stripping Tool
- (1) Hand Saws LOT
- (1) Key Cabinet
- (1) LOT Tables
- (1) Mop Bucket
- (1) Plex Cable Roll
- (1) Retractable Power Cable
- (1) Shop Vac Vacuum
- (Lot) Spray and Go
- (1) Used Needle Bins LOT x 3

Center for Schools and Communities

- (2) Black 5-drawer file cabinets
- (1) Black/Cream storage cabinet w/stationary shelves
- (2) Grey 5-drawer file cabinets
- (2) Grey 2-door storage cabinets w/adjustable shelves
- (1) Metal bookcase with 3 adjustable shelves

Office Equipment

- (13) Cabinets
- (2) Desks
- (4) File Cabinets
- (1) Folding Round Table
- (2) Metal Bookshelves
- (2) Shelves
- (Lot) Tables
- (1) Wood File Cabinet

Vehicle

- 2008 Ford Taurus X

14.8 Administration – Staff Travel

Dr. Bernadette Boerckel, chief outreach officer, and **Heather Taggart**, communications coordinator, will attend the ***National School Public Relations Association (NSPRA) 2023 National Seminar*** on July 16-19, 2023 in St. Louis, Mo. While there, they will take part in the largest communications-focused professional development event for school public relations professionals and education leaders. The conference will explore innovative strategies through hands-on learning and stories of communication successes, challenges and lessons learned; skill sessions on timely and relevant school PR topics from strategic planning and crisis communications to engagement strategies and marketing; and mini-sessions on proven, practical ideas for effective communication. Funds for estimated expenses of \$2,852.38 and \$2,485.89, respectively, are available in the communications budget.

Eric Shearer, telecommunications technical network coordinator, will attend the ***Army National Guard's Cyber Tatanka*** training on July 17-21, 2023 in Omaha, Neb. While there, he will attend a cybersecurity boot camp to learn skills to better defend the CSIU's main and branch networks as well as the server infrastructure. Funds for estimated expenses of \$2,250 are available in the telecommunications budget.

Dr. John Kurelja, executive director, will attend the ***2023 Association of Educational Service Agencies (AESA) Summer Leadership Conference*** on July 18-20, 2023 in Cincinnati, Ohio. While there, he will hear from keynote speakers and attend leadership development breakout sessions. From federal legislation to entrepreneurship, he will learn about nationwide issues impacting education agencies and the schools they serve. Funds for estimated expenses of \$1,750.40 are available in the administration budget.

Jennifer Allen, supplemental educational services program manager, **Brianna Kunkel**, 21st CCLC operations and data coordinator, and **Tiara Magargle**, grant and budget analyst technical specialist, will attend the ***Nita M. Lowey 21st Century Community Learning Centers (CCLC) 2023 Summer Symposium*** on July 19-20, 2023 in New Orleans, La. While there, they will learn successful strategies to implement and manage all components of a 21st CCLC program, hear from nationally recognized speakers during plenary sessions and work closely with education experts and peers during interactive workshops. Attendance is mandatory for cohort 10 grant recipients. Funds for estimated expenses of \$1,685, \$1,635, and \$1,635, respectively, are available in the 21st CCLC budget.

Thomas Caruso, director of cooperative purchasing, **Jared Lehman**, chief innovation officer, and **Amber Lind**, cooperative purchasing programs manager, will attend ***The Institute for Public Procurement (NIGP) 2023 Annual Forum and***

Products Exposition on Aug. 19-21, 2023 in Louisville, Ky. While there, they will exhibit to promote the PEPPM and KPN cooperative purchasing contracts and services. Funds for estimated expenses of \$1,306, \$1,456 and \$1,306, respectively, are available in the joint purchasing budget.

14.9 Fiscal Communications

May 2, 2023, an email from Amy McShane (Career Ready PA Lead – Allegheny Intermediate Unit) notifying CSIU of the service agreement for the Career Readiness State Technical Support and Outreach Plan. The agreement amount is \$18,750 for the period of July 1, 2022 through June 30, 2023.

May 24, 2023, an email from David Boyer (Fiscal Technician – Pennsylvania Department of Education, Bureau of School Support) notifying CSIU that the S2S-Afghan Refugee School Impact Program and Afghan Refugee School Impact Program Grant is substantially approved. FC #41000095558 is in the amount of \$646,197 for the period of Aug. 14, 2022 through Sept. 30, 2023.