

CENTRAL SUSQUEHANNA INTERMEDIATE UNIT BOARD OF DIRECTORS
MINUTES OF THE REGULAR MONTHLY MEETING
Wednesday, September 21, 2022

CSIU Central Office
90 Lawton Lane
Milton, PA 17847

COMMITTEE MEETINGS – 6:30 p.m.

Budget and Finance
Human Resources

DINNER – 5:45 p.m.

BOARD MEETING – 7 p.m.

1. INTRODUCTION

1.1 Call to Order – 7 PM

President Augustine called the meeting to order at 7:01 p.m.

1.2 Pledge of Allegiance

1.3 Roll Call – Directors present - 11; Directors absent - 6

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	
Bill Pasukinis	Benton 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

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, Oct. 19, 2022 at the CSIU central office.

1.5 Recognition of Guests and Opportunity for Public Comment

Dr. Bernadette Boerckel, Chief Outreach Officer
Cindy Brown, Guest
Parke Brown, Youth Development Coordinator
Rae Ann Crispell, Administrative Support Director
Paula Dickey, YES Project Program Manager
Kenneth Erb, Manager of Buildings and Grounds
Dr. Alan Hack, Chief Academic Officer
Kaitlyn Hall, Director of Early Childhood Education
Kevin Kilgus, Director of Financial Services
Dr. John Kurelja, Executive Director
Jared Lehman, Chief Innovation Officer
Karen Lehman, Youth Development Program Manager
Terri Locke, Director of Special Education and Alternative Placement
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
Katherine Vastine, CARES Team Leadership Coordinator
Cindy Walker, Guest

1.6 Approval of Minutes (Attachment)

Directors were asked to approve the minutes of the CSIU Board of Directors meeting held on Wednesday, Aug. 17, 2022.

Motion to approve the minutes of the meeting held on Wednesday, Aug. 17, 2022 as presented.

Motion by Dennis Keiser, second by Susy Wiegand.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Susy Wiegand

1.7 Spotlight Segment – PLD Award Winners

Directors recognized the following CSIU 2022 Professional Leadership Day (PLD) award recipients: **Karen Lehman**, Ambassador of the Year; **Parke Brown**, Robert G. Witten Passion for Excellence; and **Paula Dickey**, Patrick F. Toole Kudos Award. A video showcasing the PLD award winners was shared with the directors.

2. BOARD GOVERNANCE

2.1 Election of PSBA Officers 2023 (Attachment)

In accordance with PSBA bylaws, member entities cast one vote per office during annual elections. To cast votes for the 2023 officers, a vote must be taken by CSIU directors by the Oct. 29 deadline. Officers are President-Elect, Vice President, Central Zone Representative, Section C1 Advisor, Section E2 Advisor, Section E4 Advisor, PSBA Insurance Trustees and School Board Secretaries Forum Steering Committee. A copy of

the voting receipt will be attached as part of the official minutes.

Directors were asked to approve candidates for the 2023 PSBA Officers as presented.

Motion by Slade Shreck, second by Mary Ann Stanton.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Susy Wiegand

3. BUDGET AND FINANCE COMMITTEE – Tamara Hoffman, Chair; Lauren Hackenburg and Deborah Price, Committee Members

3.1 Monthly Financial Statements for August 2022 (Attachments)

Directors were asked to approve the following August 2022 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 August 2022 as presented.

Motion by Bruce Rhoads, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Susy Wiegand

3.2 Program Transfers 2021-22 (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.

Motion to approve 2021-22 Program Transfers as presented.

Motion by Bruce Rhoads, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Susy Wiegand

3.3 PA OPEB Trust Resolution

Administration recommends approval of a resolution authorizing the CSIU to make contributions to the PA OPEB Trust in the amount of \$32,202.06 to cover the cost of future other post-employment benefits (OPEB) costs and to reduce the CSIU's OPEB liability. This contribution is for the 2021-22 fiscal year.

Motion to approve a PA OPEB Trust resolution as presented.

Motion by Bruce Rhoads, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Susy

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

4.1 PEPPM Managed Print Solutions Bid Awards – Contract Extensions (Attachment)

Directors were asked to approve the extension of the PEPPM HP and Xerox branded managed print solution contracts through Sept. 30, 2023 and the PEPPM unbranded managed print solution contract through Dec. 31, 2023.

Motion to approve the extension of the PEPPM managed print solution contracts as presented.

Motion by Bruce Rhoads, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Susy Wiegand

5. HUMAN RESOURCES COMMITTEE – Dennis Keiser, Chair; Larry Augustine, Slade Shreck and Mary Ann Stanton, Committee Members

5.1 Full-Time Personnel

New Employees – Instructional Staff

- **Ellen L. Batdorf**, New Columbia, received a bachelor's degree from Bucknell University, Lewisburg. She has been employed as a substitute teacher with the CSIU. Ms. Batdorf is recommended as a **special education teacher** at the bachelor's step 1 classification, effective Sept. 22, 2022 (contingent upon receipt of required clearances), at an annual salary of \$49,353, according to the terms of the current Collective Bargaining Agreement. Funds for this replacement position are available in the special education budget.
- **Andreana Chappel**, Paxinos, received a bachelor's degree from Bloomsburg University. She has been employed as a site supervisor with Danville Child Development Center. Ms. Chappel is recommended as a **Pre-K Counts teacher** at the bachelor's step 3 classification, effective Sept. 22, 2022 (contingent upon receipt of required clearances), at an annual salary of \$51,680, according to the terms of the current Collective Bargaining Agreement. Funds for this new position are available in the Pre-K Counts budget.
- **Jessica K. Epure**, Winfield, received a master's degree from Wilkes University, Wilkes Barre. She has been employed as an after school teaching assistant with River Valley Nature School, Lewisburg. Ms. Epure is recommended as an **Early Intervention teacher** at the master's step 7 classification, effective Sept. 19, 2022 (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 new position are available in the Early Intervention budget.
- **Kacy L. Watkins**, Sunbury, received a master's degree from Indiana University of Pennsylvania. She has been employed as a physical education teacher with Mount Carmel Area School District and a driver/safety education instructor with the CSIU. Ms. Watkins is recommended as a **Corrections Education teacher** at the master's step 3 classification, effective Nov. 22, 2022, at an annual salary of \$53,505, 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

- **Marjorie Neff**, Sunbury, received a diploma from Shikellamy High School, Sunbury. She has been employed as an attendance secretary with Shikellamy School District, Sunbury. Ms. Neff is recommended as an **Early Head Start administrative assistant**, at an hourly rate of \$18.52 (\$36,114 annually), effective Sept. 6, 2022. Funds for this replacement position are available in the Early Head Start budget.
- **Stephanie E. Pryor**, Dornsife, received a diploma from Westlake High School, Waldorf, Md. Ms. Pryor has been employed as a life skills aide with Line Mountain Area School District, Trevorton. Ms. Pryor is recommended as a **Pre-K Counts assistant instructor**, at an hourly rate of \$11.30 (\$15,678.75 annually), effective Sept. 19, 2022 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Pre-K Counts budget.
- **Sarah E. Roslevich**, Turbotville, received an associate degree from Pennsylvania College of Technology, Williamsport. She has been employed as a cafeteria worker with the East Lycoming School District, Hughesville. Ms. Roslevich is recommended as a **Pre-K Counts associate instructor**, at an hourly rate of \$12 (\$16,650 annually), effective Aug. 24, 2022. Funds for this replacement position are available in the Pre-K Counts budget.
- **Ashley N. Smith**, Monroeville, received a master's degree from California University of Pennsylvania. She has been employed as an English as a Second Language program coordinator and English teacher with Franklin Regional School District, Murrysburg. Ms. Smith is recommended as an **Office for Dispute Resolution special education coordinator**, at an annual salary of \$56,000, effective Sept. 22, 2022 (contingent upon receipt of required clearances). Funds for this replacement position are available in the ODR budget.
- **Nicole Wray**, Milton, received a bachelor's degree from Central Penn College, Summerdale. She has been employed as a treatment court probation officer with Union County Probation, Lewisburg. Ms. Wray is recommended as a **transition work experience job coach**, at an hourly rate of \$19 (\$26,362.50 annually), effective Oct. 3, 2022 (contingent upon receipt of required clearances). Funds for this replacement position are available in the special education budget.

Position Transfers

- **Kelli A. Eichenlaub**, from CARES data entry and office assistant at a current hourly rate of \$14.70 (\$28,665 annually) to **CARES data entry administrative assistant** at an hourly rate of \$17.20 (\$33,540 annually), effective Sept. 22, 2022
- **Isela G. Mendez**, from short-term Migrant Education recruiter (part-time) at a current hourly rate of \$18 to **recruitment specialist (full-time)** at an hourly rate of \$20.08 (\$39,156 annually), effective Sept. 4, 2022
- **Matthew L. Seiberlich-Hess**, from web architect and application development coordinator III at a current annual salary of \$84,503.43 to **senior systems analyst**, also at an annual salary of \$84,503.43, effective Oct. 3, 2022
- **Sheyna S. Stankiewicz**, from Head Start assistant instructor at a current hourly rate of \$11.61 (\$17,066.70 annually) to **Head Start instructor** at an hourly rate of \$13.34 (\$19,609.80 annually), effective Aug. 29, 2022
- **Elizabeth A. Weaver-Ronk**, from senior systems and data analyst coordinator at a current annual salary of \$86,944.03 to **Migrant Education statewide technology support manager** at an annual salary of \$90,000, and will be added to the Appendix A of the Administrative Group Compensation plan, effective Sept. 22, 2022.

Salary Adjustment

- **Nicole M. Lady**, migrant technology support specialist, from a current hourly rate of \$22.57 (\$44,011.50 annually) to an hourly rate of \$25.13 (\$49,003.50 annually) due to re-evaluation of position responsibilities and compensation, effective Sept. 22, 2022

Change in Start Dates

- **Dellines Cuello**, recruitment specialist, from July 25, 2022 to Sept. 1, 2022
- **Christine Ditzler**, classroom assistant, from Aug. 2, 2022 to Aug. 22, 2022
- **Nicole Gessner**, speech therapist, from July 20, 2022 to Aug. 17, 2022
- **Jasmin M. Gross**, classroom assistant, from Aug. 2, 2022 to Aug. 17, 2022
- **Molley Herrold**, Early Intervention instructional assistant, from Aug. 22, 2022 to Sept. 1, 2022
- **Dorothy A. Miller**, career counselor specialist, from Aug. 18, 2022 to Aug. 29, 2022
- **Aimee C. Naimo**, career counselor specialist, from Aug. 29, 2022 to Sept. 1, 2022
- **Katie Thompson**, Head Start assistant instructor, from Aug. 2, 2022 to Aug. 5, 2022

Resignations

- **Matthew J. Grozier**, grant and budget analyst, effective Aug. 23, 2022
- **Joshua S. Kleha**, Corrections Education–language arts teacher, effective Sept. 29, 2022
- **Andrea G. Kolb**, statewide multilingual education program manager, effective Sept. 2, 2022
- **Alison M. Kreitzer**, statewide multilingual education professional learning project lead, effective Sept. 19, 2022
- **Heather M. Nye**, Head Start senior instructor, effective Aug. 12, 2022
- **Angelia L. Walter**, Early Intervention instructional assistant, effective Aug. 19, 2022

Retirements

- **Laurie J. Jones**, classroom assistant, effective Aug. 1, 2022
- **Ronald J. Nash**, senior systems analyst for OCDEL support team, effective Sept. 30, 2022

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, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Susy Wiegand

5.2 Part-Time Personnel

New Employee – Instructional Staff

- **Terri A. Harmon**, Title I reading and math remedial support teacher, at an hourly rate of \$35.83, effective Aug. 29, 2022

Resignations

- **Susan Bastian**, digital literacy specialist, effective Sept. 29, 2022
- **Trent Donlan**, driver/safety education instructor, effective Aug. 22, 2022
- **Zachariah A. Feerrar**, computer programmer intern, effective Aug. 12, 2022

Furlough

- **Tara M. Gardner**, digital literacy specialist, effective Sept. 30, 2022, due to grant funding ending

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, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Susy Wiegand

5.3 Substitute Personnel

Substitute Teachers

Jaden Carper
Tara Gardner
Juliana Innocenti
Kristen Melendez
Tammy Richard-Moyer
Katie Sassaman

Substitute Aides

Robert Horne
Charles Marsters
Linda Saxton

Motion to approve 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, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Susy Wiegand

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

No report

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

No report.

8. UNFINISHED BUSINESS

None.

9. NEW BUSINESS

None.

10. EDUCATIONAL PROGRAM MATTERS

10.1 Bus/Van Driver Approval (Attachment)

Directors were asked to approve school bus and van drivers for the CSIU's student transportation programs for the 2022-23 school year. The attached list includes all employed and contracted drivers.

Motion to approve school bus and van drivers for the CSIU's student transportation programs as presented.

Motion by William Brecker, second by Bruce Rhoads.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Susy Wiegand

10.2 Classroom User Agreements (Attachments)

The CSIU Early Intervention Program utilizes classroom space throughout the five-county region on an as-needed and as-available basis. New classroom spaces are needed and available during the 2022-23 school year as follows:

- Millville Area School District – no charge to the Early Intervention Program
- Rockland Academy – will invoice the CSIU one time annually in the amount of \$1,200 no later than Dec. 31

These agreements will automatically renew for the period of July 1, 2023 through June 30, 2024 and each year thereafter unless either party notifies the other of non-renewal prior to March 31 of the current school year term.

Directors were asked to approve the Millville Area School District and Rockland Academy Classroom User Agreements as presented.

Motion to approve Classroom User Agreements as presented.

Motion by William Pasukinis, second by Susy Wiegand.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Susy Wiegand

11. ADMINISTRATIVE MATTERS

None.

12. ADMINISTRATIVE REPORTS

12.1 Executive Leadership - Dr. John Kurelja, Executive Director

13. ADJOURNMENT

13.1 Adjourn Meeting

The meeting was adjourned by President Augustine at 7:29 p.m.

Respectfully submitted,

**Slade Shreck
Secretary**

**Amy Pfleegor
Board Recording Secretary**

14. INFORMATION ONLY

14.1 Human Resources – Staff Leaves of Absence

Paid Leaves of Absence

- **Sharon L. Beagle**, Corrections Education teacher, from Aug. 16, 2022 to Sept. 26, 2022
- **Kati L. Clendenin**, ODR Special Education coordinator, from Aug. 12, 2022 to Sept. 16, 2022
- **Pamela C. Karnes**, Early Intervention teacher, from Aug. 30, 2022 to Oct. 3, 2022
- **Marc Martin**, Millersville University Migrant Education fiscal and technical specialist, from July 18, 2022 to Sept. 9, 2022
- **Sabrina J. Parker**, classroom assistant, from Sept. 6, 2022 to Oct. 18, 2022

Paid/Unpaid Leave of Absence

- **Kristen M. Myers**, speech therapist, from Sept. 27, 2022 to January 1, 2023

Return from Paid Leaves of Absence

- **Karissa A. Kling**, client support specialist III, effective Aug. 10, 2022
- **Scott L. Wert**, education van driver, effective July 25, 2022

Return from Unpaid Leaves of Absence

- **Tara L. Slyman**, speech therapist, effective Aug. 2, 2022
- **Janet E. Wachter**, Early Intervention instructional assistant, effective Aug. 22, 2022

Unpaid Leave of Absence

- **Jacqueline M. McNeil**, Pre-K Counts associate instructor, effective Aug. 5, 2022 to Sept. 9, 2022

14.2 Human Resources – Completion of New Employee Probationary Period

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

- **Melinda Moretz**, classroom aide, effective Sept. 6, 2022
- **Kira A. Small**, data entry and office assistant, effective Aug. 17, 2022

14.3 Administration – Staff Travel

Thomas Caruso, director of cooperative purchasing, attended the ***Association of School Business Officials Annual Conference and Expo 2022*** on Sept. 15-16, 2022 in Portland, Ore. While there, he was an exhibitor to promote the PEPPM and Keystone Purchasing Network programs. Funds for estimated expenses of \$1,836 were available in the joint purchasing budget.

Dr. Bernadette Boerckel, chief outreach officer, **Rae Ann Crispell**, administrative support director, **Dr. Alan Hack**, chief academic officer, **Dr. John Kurelja**, executive director, and **Dr. Shileste Overton-Morris**, chief programs officer, visited the highly successful ***Hamilton County ESA*** for peer to peer networking sessions on Sept. 14-16, 2022 in Cincinnati, Ohio. While there, the team met with job-alike peers to share experiences and build relationships. Funds for estimated expenses of \$990, \$1,515, \$990, \$1,731 and \$1,561.02 were available in the executive director budget.

Heather Taggart, communications coordinator, will attend the ***Adobe Max - The Creativity Conference*** on Oct. 18-20, 2022 in Los Angeles, Calif. While there, she will attend sessions to learn new techniques in 3D and AR; creativity and design in business and education; graphic design; photography; social media and marketing; video, audio and motion. Funds for estimated expenses of \$3,793.39 are available in the communications and PR budget.

Taylor Teichman, youth development coordinator, will attend the ***National Association for the Education of Homeless Children and Youth (NAEHCY) Conference*** on Oct. 29 through Nov. 1, 2022 in San Diego, Calif. Attendance is required as part of the PDE/CSC ECEH work plan for the 2022-23 program year. While there, she will engage with nationally recognized speakers and learn from field practitioners and subject matter experts. She will also network with peers from across the nation to share and learn effective strategies and interventions designed to ensure educational equity and excellence for children and youth experiencing homelessness. Funds for estimated expenses of \$3,299.52 are available in the HY2 (ECEH-Homeless) budget.