

**CENTRAL SUSQUEHANNA INTERMEDIATE UNIT BOARD OF DIRECTORS**  
**MINUTES OF THE REGULAR MONTHLY MEETING**  
**Wednesday, August 17, 2022**

CSIU  
90 Lawton Lane  
Milton, PA 17847

**COMMITTEE MEETINGS – 6:30 p.m.**

Budget and Finance  
Buildings and Grounds  
Human Resources

**BOARD MEETING – 7 p.m.**

**1. INTRODUCTION**

**1.1 Call to Order – 7 PM**

President Augustine called the meeting to order at 7:04 p.m.

**1.2 Pledge of Allegiance**

**1.3 Roll Call – Directors present - 13; Directors absent - 4**

<b>Director</b>	<b>District</b>	<b>Present</b>	<b>Absent</b>
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 Board President called an executive session regarding a personnel matter following the meeting.

The next regular monthly meeting will begin at 7 p.m. on Wednesday, Sept. 21, 2022 at the CSIU central office.

### **1.5 Recognition of Guests and Opportunity for Public Comment**

Dr. Bernadette Boerckel, Chief Outreach Officer  
John Brenchley, Chief Innovation Officer  
Alex Clatch, Corrections Education – Language Arts Teacher  
Rae Ann Crispell, Administrative Support Director  
Kenneth Erb, Manager of Buildings and Grounds  
Dr. Alan Hack, Chief Academic Officer  
Kevin Kilgus, Director of Financial Services  
Dr. John Kurelja, Executive Director  
Jared Lehman, Director of Cooperative Purchasing  
Jeffrey Myers Jr., Corrections Education – Science Teacher  
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  
Kelly Swanson, Center for Schools and Communities Communications Manager

### **1.6 Approval of Minutes (Attachment)**

Motion to approve the minutes of the meeting held on Wednesday, June 15, 2022 as presented.

Motion by Dennis Keiser, second by Susy Wiegand.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Deborah Price, Bruce Rhoads, Alvin Weaver, Susy Wiegand

### **1.7 Spotlight Segment – CSIU Professional Leadership Day**

**Dr. Bernadette Boerckel**, chief outreach officer, and **Rae Ann Crispell**, administrative support director, provided information to the Board regarding the CSIU's annual in-service event, Professional Leadership Day, which was held virtually. Next year's PLD will be held on August 1, 2023 at Bucknell University.

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

### **2.1 Ratification of July 2022 Payment Requests (June) (Attachment)**

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

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

General Fund (6/30/22)	\$1,962,602.12
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- **Poly Equipment Purchase** – Officers were asked to approve the purchase of one Poly Studio X30 4K video system, 11 Poly Studio X50 4K video systems, one Poly G7500 video conference system, plus three years of Poly support at a cost of \$61,082.30 from Dagostino Electronic Services, a PEPPM vendor. These systems will be used at the central office and satellite facilities. Funds for this purchase are available from various program budgets and American Recovery Plan Elementary and Secondary School Emergency Relief funds.

Motion to affirm the action of the Board Officers, acting as an executive committee, for the July 2022 payment authorization as presented.

Motion by Bruce Rhoads, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Deborah Price, Bruce Rhoads, Alvin Weaver, Susy Wiegand

## 2.2 Ratification of July 2022 Human Resources Personnel Recommendations

As authorized by the CSIU Board Policy 005, board officers reviewed and approved the following July 2022 personnel recommendations, which are now presented to the board as a whole for its acceptance.

### Full-Time Personnel

#### **New Employees – Instructional Staff**

- **Nicole S. Gessner**, Mifflinburg, received a master's degree from Old Dominion University, Norfolk, Va. She has been employed as a speech language pathologist with Milton Area School District. Ms. Gessner is recommended as a **speech therapist**, at the master's +15 step 9 classification, effective July 20, 2022 (contingent upon receipt of required clearances), at an annual salary of \$65,732, according to the terms of the current Collective Bargaining Agreement. Funds for this replacement position are available in the Early Intervention budget.
- **Amanda A. Specht**, Northumberland, received a master's degree from University of Pittsburgh. She has been employed as a speech-language pathologist with BLAST Intermediate Unit, Williamsport. Ms. Specht is recommended as a **speech therapist**, at the master's step 7 classification, effective Aug. 22, 2022 (contingent upon receipt of required clearances), at an annual salary of \$61,018, according to the current Collective Bargaining Agreement. Funds for this replacement position are available in the Early Intervention budget.

#### **New Employees – Non-Instructional Staff**

- **Dellines Cuello**, Hazleton, received a diploma from Hazleton Area High School. She has been employed as a medical receptionist with Lehigh Valley Weight Loss Women's Health and Aesthetics, Allentown. Ms. Cuello is recommended as a **recruitment specialist**, at an hourly rate of \$20.08 (\$39,156 annually), effective July 25, 2022 (contingent upon receipt of required clearances). Funds for this new position are available in the Migrant Education budget.
- **Christine M. Ditzler**, Shamokin, received a diploma from Southern Columbia Area High School, Catawissa. She has been employed as service counter attendant, and was previously a substitute with the CSIU. Ms. Ditzler is recommended as a **classroom assistant**, at an hourly rate of \$11.60 (\$16,095 annually), effective

Aug. 2, 2022 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Special Education budget.

- **John Gilger**, Elysburg, received a bachelor's degree from Bloomsburg University. He has been employed as a physical education/science teacher with Our Lady of Lourdes Regional School, Coal Township. Mr. Gilger is recommended as a **client support specialist I**, at an annual salary of \$47,000, effective July 21, 2022 (contingent upon receipt of required clearances). Funds for this new position are available in the computer services budget.
- **Faith O. Haddon**, Sunbury, received a diploma from Hughesville High School. She has been employed as a head teacher with Little Bears Childcare and Preschool Learning Center, Hughesville. Ms. Haddon is recommended as a **Head Start assistant instructor**, at an hourly rate of \$11.10 (\$18,381.60 annually), effective Aug. 2, 2022 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Head Start budget.
- **Laurie Henriquez**, Mahanoy City, received a diploma from Old Bridge High School, NJ. She has been employed as an inbound SBA with Michaels Distribution Center, Hazleton. Ms. Henriquez is recommended as a **recruitment specialist**, at an hourly rate of \$20.08 (\$39,156 annually), effective June 29, 2022. Funds for this new position are available in the Migrant Education budget.
- **Shane Mills**, Lewistown, received a bachelor's degree from Indiana University of Pennsylvania. He has been employed as a substitute teacher with Berkeley County Schools, Martinsburg. Mr. Mills is recommended as a **career pathways specialist**, at an hourly rate of \$17.75 (\$34,612.50 annually), effective July 21, 2022 (contingent upon receipt of required clearances). Funds for this replacement position are available in the YES and DCW budgets.
- **Kathy L. Spangler**, Mifflinburg, received a bachelor's degree from Pennsylvania State University, University Park. She has been employed as a substitute teacher with the CSIU. Ms. Spangler is recommended as an **instructional support program assistant**, at an hourly rate of \$13 (\$18,037.50 annually), effective Aug. 2, 2022. Funds for this replacement position are available in the Special Education budget.
- **Katie Thompson**, Shamokin, received an associate degree from McCann School of Business and Technology, Sunbury. She has been employed as a caregiver with Concerned Citizen's Daycare, Sunbury. Ms. Thompson is recommended as a **Head Start assistant instructor**, at an hourly rate of \$11 (\$18,216 annually), effective Aug. 2, 2022 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Head Start budget.

### **Position Transfers**

- **Christina M. Buck**, from Head Start instructor at a current hourly rate of \$14.73 (\$24,392.88 annually) to **Head Start family and health coordinator**, at an hourly rate of \$16 (\$24,840 annually), effective July 25, 2022
- **Matthew S. Gochnaur**, from senior software quality assurance specialist II at a current annual salary of \$68,185.11 to **SCView applications support manager**, at an annual salary of \$78,000, effective July 21, 2022
- **Ann G. Miller**, from workforce academic specialist/nurse aide training and competency evaluation program coordinator at a current annual salary of \$48,789

to **Direct Care Worker (DCW) Heroes program manager**, at an annual salary of \$58,500, effective July 21, 2022

- **Victoria A. Kramer**, from career counselor specialist at a current hourly rate of \$18.37 (\$35,821.50 annually) to **career pathways specialist**, at an hourly rate of \$19.20 (\$37,440 annually) effective July 21, 2022

### **Part-Time Personnel**

#### **New Employees – Instructional Staff**

- **Andrew W. Monger**, driver/safety education instructor, at an hourly rate of \$22, effective July 21, 2022

#### **New Employees – Non-Instructional Staff**

- **Daphne Ducrepin**, nutrition aide/custodian, at an hourly rate of \$11, effective Aug. 2, 2022 (contingent upon receipt of required clearances)
- **Nirjal Pokhrel**, short-term Migrant Education recruiter, at an hourly rate of \$18, effective June 30, 2022 through Dec. 31, 2022
- **Amy L. Rarrick**, Migrant Education summer instructor, at an hourly rate of \$15, effective July 6, 2022 through Aug. 5, 2022
- **Amanda M. Savage**, Migrant Education summer instructor, at an hourly rate of \$15, effective July 12, 2022 through Aug. 5, 2022

### **Substitute Personnel**

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

#### **Aides**

Nicole Kerstetter  
Haylie Wallick

### **Stipend Approval – Information Only**

The executive director authorized a monthly stipend payment to **David M. Marshall**, Center for Schools and Communities contract, grant and operations manager, in the amount of \$361.11 per month for the period of July 1, 2022 to December 30, 2022 for continuing to perform work duties that are above and beyond his current full-time duties and beyond his job classification. The previous stipend payment was board approved through June 30, 2022; however, this request is to the extend the stipend due to the federally approved extension of the Pandemic Electronic Benefit Transfer (PEBT) program funded by the Pennsylvania Department of Education and Human Services.

Motion to approve the action of the Board Officers, acting as an executive committee, for the July 2022 personnel recommendations as presented.

Motion by Bruce Rhoads, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Deborah Price, Bruce Rhoads, Alvin Weaver, Susy Wiegand

## **3. BOARD GOVERNANCE**

None.

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

##### **4.1 Monthly Financial Statements for June and July 2022 (Attachments)**

Directors were asked to approve the following June and July 2022 financial statements:

- Financial Reports for June and July 2022;
- Program Balance Sheets for June and July 2022; and
- General Fund Accounting Payment Summary for July 2022.\* Funds for payment are available in program budgets.

\*The executive committee approved the General Fund Accounting Payment Summary for June 2022 and ratification has been requested under Agenda item 2.1.

Motion to approve monthly financial statements for June and July 2022 as presented.

Motion by Tamara Hoffman, second by Lauren Hackenburg.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Deborah Price, Bruce Rhoads, Alvin Weaver, Susy Wiegand

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

No report.

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

##### **6.1 Full-Time Personnel**

###### **New Employees – Instructional Staff**

- **Terin M. Booher**, Bloomsburg, received a master's degree from Bloomsburg University. She has been employed as an itinerant preschool speech therapist. Ms. Booher is recommended as an **Early Intervention program evaluation consultant** at the master's step 13 classification, effective Aug. 22, 2022 (contingent upon receipt of required clearances), at an annual salary of \$72,287, according to the terms of the current Collective Bargaining Agreement. Fund for this replacement position are available in the Early Intervention budget.
- **Kelsey J. Foxhoven**, Bloomsburg, received a doctorate degree from University of South Dakota, Vermillion. She has been employed as an occupational therapist with Maxim Healthcare, Harrisburg. Ms. Foxhoven is recommended as an **occupational therapist** at the doctorate step 3 classification, effective Aug. 22, 2022 (contingent upon receipt of required clearances), at an annual salary of \$58,295, according to the terms of the current Collective Bargaining Agreement. Funds for this new position are available in the Early Intervention budget.
- **Jennifer A. Hodish**, Danville, received a bachelor's degree from Lock Haven University. She has been employed as a teacher with Danville Head Start – Pre-K Counts. Ms. Hodish is recommended as a **special education teacher** at the bachelor's step 2 classification, effective Aug. 22, 2022 (contingent upon receipt of required clearances and PDE approval of Type 01 Emergency Permit), at an annual

salary of \$50,516, according to the terms of the current Collective Bargaining Agreement. Funds for this replacement position are available in the special education budget.

- **Brianna L. Olszewski**, Lewisburg, received a master's degree from Bloomsburg University. She has been employed as a childcare/head camp counselor with Lewisburg YMCA at the Miller Center. Ms. Olszewski is recommended as a **special education teacher** at the master's step 1 classification, effective Aug. 15, 2022 (contingent upon receipt of required clearances), 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 special education budget.
- **Jennifer A. Weaver**, Danville, received a bachelor's degree from Bloomsburg University. She has been employed as a Pre-K Counts teacher with Danville Head Start. Ms. Weaver is recommended as an **Early Intervention teacher** at the bachelor's step 5 classification, effective Aug. 18, 2022 (contingent upon receipt of required clearances), at an annual salary of \$55,436, according to the terms of the current Collective Bargaining Agreement. Funds for this replacement position are available in the Early Intervention budget.

### **New Employees – Non-Instructional Staff**

- **Megan Aguilera**, Mechanicsburg, received a bachelor's degree from Pennsylvania State University, Middletown. She has been employed as a permanency coordinator with Merakey, Mechanicsburg. Ms. Aguilera is recommended as a **Statewide Adoption Network technical specialist**, at an hourly rate of \$21.70 (\$42,315 annually), effective Aug. 22, 2022 (contingent upon receipt of required clearances). Funds for this replacement position are available in the CSC-SWAN budget.
- **Alexandria J. Comly**, Shamokin, received a diploma from Shamokin Area High School. She has been employed as a leader with Old Navy, Selinsgrove, and was previously a direct support professional with Keystone Human Services, Sunbury. Ms. Comly is recommended as an **Early Intervention instructional assistant**, at an hourly rate of \$11 (\$15,262.50 annually), effective Aug. 31, 2022 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Early Intervention budget.
- **Christine A. Fuller**, Northumberland, received a bachelor's degree from Pennsylvania State University, State College. She has been employed as a community health assistant with Geisinger, Danville. Ms. Fuller is recommended as a **client support specialist (SCView)**, at an annual salary of \$50,000, effective Aug. 18, 2022 (contingent upon receipt of required clearances). Funds for this new position are available in the computer services SCView budget.
- **Jasmin M. Gross**, Sunbury, received a diploma from Shikellamy High School, Sunbury. She has been employed as a residential services aide with Selinsgrove Center. Ms. Gross is recommended as a **classroom assistant**, at an hourly rate of \$12 (\$16,650 annually), effective Aug. 2, 2022 (contingent upon receipt of required clearances). Funds for this replacement position are available in the special education budget.
- **Molley Herrold**, Beavertown, received a diploma from Midd-West High School, Middleburg. She has been employed as a nanny with Corey Herrold, Beavertown. Ms. Herrold is recommended as an **Early Intervention instructional assistant**, at an hourly rate of \$11 (\$15,262.50 annually), effective Aug. 22, 2022 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Early Intervention budget.
- **Charles B. Mierwald**, Lock Haven, received a bachelor's degree from Pennsylvania College of Technology, Williamsport. He has been employed as a restore retail and communications associate with Habitat for Humanity, Bellefonte. Mr. Mierwald is

- recommended as a **career counselor specialist**, at an hourly rate of \$18 (\$35,100 annually), effective Aug. 29, 2022 (contingent upon receipt of required clearances). Funds for this replacement position are available in the YES Project budget.
- **Dorothy A. Miller**, Beech Creek, received a master's degree from Manhattan School of Education, Purchase N.Y. She has been employed as an overnight stocker with Giant, State College. Ms. Miller is recommended as a **career counselor specialist**, at an hourly rate of \$18 (\$35,100 annually), effective Aug. 18, 2022 (contingent upon receipt of required clearances). Funds for this replacement position are available in the YES Project budget.
  - **Aimee C. Naimo**, Northumberland, received an associate degree from McCann School of Business and Technology, Sunbury. She has been employed as a direct care worker with Extended Arms Home Care, Sunbury. Ms. Naimo is recommended as a **career counselor specialist**, at an hourly rate of \$18 (\$35,100 annually), effective Aug. 29, 2022 (contingent upon receipt of required clearances). Funds for this replacement position are available in the YES Project budget.
  - **Benjamin F. Simmons**, Bloomsburg, received a bachelor's degree from University of Kentucky, Lexington. He has been employed as a middle school math teacher with Fayette County Public Schools, Lexington, Ky. Mr. Simmons is recommended as a **Center for Schools and Communities project specialist**, at an annual salary of \$50,000, effective August 18, 2022 (contingent upon receipt of required clearances). Funds for this replacement position are available in the CSC budget.
  - **Patricia L. Snyder**, Lewisburg, received a diploma from Milton Area High School. She has been employed as an early education coordinator with Buffalo Valley Recreation Authority, Lewisburg. Ms. Snyder is recommended as a **classroom assistant**, at an hourly rate of \$11.40 (\$15,817.50 annually), effective Aug. 11, 2022 (contingent upon receipt of required clearances). Funds for this new position are available in the special education budget.
  - **Taylor Walter**, Mifflinburg, received a bachelor's degree from Pennsylvania College of Technology, Williamsport. She has been employed as an administrative assistant for IT services with Mifflinburg Area School District. Ms. Walter is recommended as a **client support specialist I**, at an annual salary of \$49,000, effective Sept. 7, 2022 (contingent upon receipt of required clearances). Funds for this replacement position are available in the computer services budget.
  - **Kayla M. Zeigler**, Northumberland, received a bachelor's degree from Bloomsburg University. She has been employed as a lead counselor with the City of Sunbury - Oppenheimer Playground. Ms. Ebersole is recommended as a **Head Start senior instructor**, at an hourly rate of \$18.12 (\$30,006.72 annually), effective Aug. 4, 2022 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Head Start budget.

#### **Position Transfer**

- **Gabrielle A. Bond**, from Head Start assistant instructor at a current hourly rate of \$13.79 (\$22,836.24 annually) to **Head Start senior instructor**, at an hourly rate of \$20.05 (\$33,202.89 annually), effective Aug. 1, 2022

#### **Title Changes**

- **Kevin T. Briggs**, from Center for Social and Emotional Learning coordinator to **professional learning managing coordinator**, effective Aug. 18, 2022
- **Magdalena B. Rosa**, from Migrant Education recruiter to **recruitment specialist**, effective Aug. 18, 2022

#### **Change in Start Dates**

- **John Gilger**, client support specialist I from July 21, 2022 to Aug. 8, 2022



- **Shane Mills**, career pathways specialist from July 21, 2022 to July 26, 2022

#### **Rescinded Acceptance of Job Offer**

- **Lauren A. Byers**, rescinded her acceptance of the Early Intervention teacher position approved at the June 15, 2022 board meeting

#### **Resignations**

- **Hannah Burge**, career counselor specialist, effective Aug. 5, 2022
- **Kara S. Druckenmiller**, special education teacher, effective Aug. 5, 2022
- **John Gilger**, client support specialist I, effective Aug. 10, 2022
- **Misty L. Harris**, educational consultant, effective June 30, 2022
- **Quincey A. Hickerson**, pandemic electronic benefit transfer coordinator, effective Aug. 5, 2022
- **Jennifer E. Martina**, transition work experience job coach, effective July 14, 2022
- **Susan Pesavento**, Office of Dispute Resolution special education coordinator, effective Aug. 12, 2022
- **Lukas J. Stiver**, corrections education teacher, effective July 31, 2022
- **Tammy L. Swortwood-Hoffman**, career counselor specialist, effective July 8, 2022

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

#### **Retirements**

- **Wanda Deardorff**, special projects data specialist, effective Feb. 2, 2023
- **Denise L. Gonsar**, Pre-K Counts associate instructor II, effective July 31, 2022
- **Pamela K. Miller**, Early Head Start senior family partner/home visitor, effective July 14, 2022

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

Motion to approve full-time personnel recommendations as presented.

Motion by Dennis Keiser, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Deborah Price, Bruce Rhoads, Alvin Weaver, Susy Wiegand

## **6.2 Part-Time Personnel**

#### **Change in Start Date**

- **Joel Yoder**, short-term Migrant Education recruiter, from June 16, 2022 to June 23, 2022

#### **Resignations**

- **Camille C. Bond**, Migrant Education after-school instructor, effective July 15, 2022
- **Julianna M. Gutierrez**, Migrant Education summer instructional assistant, effective July 7, 2022
- **Maria C. Iacurci**, Migrant Education summer instructor, effective June 23, 2022
- **Maria N. Santos**, Migrant Education summer instructional assistant, effective July 7, 2022

Motion to approve part-time personnel recommendations as presented.

Motion by Dennis Keiser, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Deborah Price, Bruce Rhoads, Alvin Weaver, Susy Wiegand

### **6.3 Substitute Personnel**

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

#### **Substitute Teachers**

Ellen Batdorf	Robin Noll
Shari Benick	Rita Palasek
Heidi Bowen	Frank Passaniti
Lorri Bruckhart	Maureen Pugh
Marion Caravella	Sarah Ranck
Brenda Fischer-Dennehy	Isaiah Rapp
Carol Gentilucci	Greg Robinson
David Gronskey	Ashley Rumph
Alison Horne	Bronwen Sanders
Robert Horne	Kelly Saul-Bromwell
Mark Ilgenfritz	Brittany Shingara
Connie Lilley	Maria Southerton
Nicole Maresca	Kendra Stark
Charles Marsters	Hailey Stein
Carolyn McSween	Amy Ward
Linda Meckley	Marty Wise
Brandi Miller	Jenelle Wooten
Leah Mirolli	

#### **Substitute Aides**

John Dougherty	Nicole Kerstetter
Sara Heimbach	Haylie Wallick

Motion to approve substitute personnel recommendations as presented.

Motion by Dennis Keiser, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Deborah Price, Bruce Rhoads, Alvin Weaver, Susy Wiegand

### **6.4 Head Start and Early Head Start Stipend Payments (Attachment)**

Directors were asked to approve a \$150 bi-weekly stipend for current CSIU Head Start and Early Head Start employees identified and new hires effective September 2022 through the end of March 2023. This recommendation is in alignment with the federal Office of Head Start and their efforts to provide financial incentives for the purposes of recruiting and retaining quality staff in Head Start and Early Head Start programs.

Employees must meet the criteria outlined and approved by the executive director under the authority of Administrative Regulation 305-AR-2.

Motion to approve Head Start and Early Head Start stipend payments as presented.

Motion by Dennis Keiser, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Deborah Price, Bruce Rhoads, Alvin Weaver, Susy Wiegand

## **7. BUILDINGS AND GROUNDS COMMITTEE – William Brecker, Chair; Jeffrey Kashner, William Pasukinis and Susy Wiegand, Committee Members**

### **7.1 Postage Meter Lease Agreement**

Directors were asked to approve a lease agreement with Quadient Leasing, Milford, Conn., for a postage meter at the central office, at a cost of \$324.95 per month, including maintenance. The term of this lease agreement is Sept. 1, 2022 through Aug. 31, 2027. Funds for this lease agreement are available in the duplicating budget.

Motion to approve a postage meter lease agreement with Quadient Leasing as presented.

Motion by Jeffrey Kashner, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Deborah Price, Bruce Rhoads, Alvin Weaver, Susy Wiegand

### **7.2 Heating, Ventilation and Air Conditioning (HVAC) Contract**

Administration recommends approval of a HVAC contract with Dixon A.C. & R. Corp., Williamsport, to furnish and install a York five-ton, high-efficiency heat pump and air conditioning unit at the Central Susquehanna LPN Career Center, at a cost not to exceed \$9,500. This unit will replace the current unit, which is over 20 years old. Funds for this contract are available in the capital reserve fund.

Motion to approve a HVAC contract with Dixon A.C. & R. Corp. as presented.

Motion by Jeffrey Kashner, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Deborah Price, Bruce Rhoads, Alvin Weaver, Susy Wiegand

### **7.3 Purchase of Window Shades**

Administration recommends approval for the purchase and installation of 19 window shades for Five Star, Sunbury, at a cost of \$4,631, from Best Window Treatment PA, Lewisburg. Funds for this purchase are available in the Five Star budget.

Motion to approve the purchase of window shades from Best Window Treatment PA as presented.

Motion by Jeffrey Kashner, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Deborah Price, Bruce Rhoads, Alvin Weaver, Susy Wiegand

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

## **8.1 Board Policy Revisions – Second Reading/Adoption (Attachments)**

The policies listed below were presented for second reading and adoption. They have been reviewed and approved by the Board Policy Committee, executive director and senior leaders.

### **Revised Policies:**

218	Student Discipline
220	Student Expression/Dissemination of Materials
220	Attachment
227	Controlled Substances/Paraphernalia
237	Electronic Devices
334.1	Sick Leave Bank
611	Purchases Budgeted
913	Non-intermediate Unit Organizations/Groups/Individuals

Motion to adopt at second and final reading the revised policies as presented.

Motion by Bruce Rhoads, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Deborah Price, Bruce Rhoads, Alvin Weaver, Susy Wiegand

## **9. UNFINISHED BUSINESS**

None.

## **10. NEW BUSINESS**

None.

## **11. EDUCATIONAL PROGRAM MATTERS**

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

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

- Head Start and Early Head Start Application for Year 3 refunding
- Northumberland Area Head Start Flexible Instruction Plan
- Head Start/Early Head Start Monthly Reports for May and June 2022

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

Motion by Victor Abate, second by Lauren Hackenburg.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Deborah Price, Bruce Rhoads, Alvin Weaver, Susy Wiegand

### **11.2 Instructional Days/Hours During the 2022-23 School Year (Attachments)**

The Pennsylvania Department of Education (PDE) recognizes that school leaders face many difficult decisions and challenges in planning for the start of the 2022-23 school

year and determining how to provide students with a minimum of 180 days of instruction and 900 hours of instruction at the elementary level and 990 hours of instruction at the secondary level. See 24 P.S. §§ 13-1327, 15-1501; see also, 22 Pa. Code § 11.3. This correspondence addresses the minimum instructional time requirements and other issues that must be considered when making decisions related to the provision of instruction during a global pandemic. Local governing boards have the authority to enact temporary provisions as set forth in section 520.1 of the School Code during the period of the pandemic response.

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

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

Motion by Dennis Keiser, second by William Pasukinis.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Deborah Price, Bruce Rhoads, Alvin Weaver, Susy Wiegand

### **11.3 Pre-K Counts Flexible Instruction Plan (Attachment)**

Directors were asked to approve the Pre-K Counts Flexible Instruction Plan for the 2022-23 school year.

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

Motion by Dennis Keiser, second by Susy Wiegand.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Deborah Price, Bruce Rhoads, Alvin Weaver, 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 2022-23 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 Dennis Keiser, second by Victor Abate.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Deborah Price, Bruce Rhoads, Alvin Weaver, Susy Wiegand

## **12.2 Revised CSIU Health and Safety Plan Submission Request (Attachment)**

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*.

Directors were asked to approve the attached *CSIU Health and Safety Plan* as presented. Upon approval, the *CSIU Health and Safety Plan* will replace the current plan and will be posted on the CSIU website.

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

Motion by Dennis Keiser, second by Susy Wiegand.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Deborah Price, Bruce Rhoads, Alvin Weaver, Susy Wiegand

## **12.3 Appointment of Pennsylvania Trust Manager**

Administration recommended the following appointment to a position currently held by outgoing Chief Innovation Officer John Brenchley:

- **Jared Lehman**, chief innovation officer, as trust manager of the Pennsylvania Trust (PA Trust), effective Sept. 1, 2022

Motion to approve the appointment of the Pennsylvania Trust Manager as presented.

Motion by Lauren Hackenburg, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, William Pasukinis, Deborah Price, Bruce Rhoads, Alvin Weaver, Susy Wiegand

## **13. ADMINISTRATIVE REPORTS**

### **13.1 Executive Leadership – Dr. John Kurelja, Executive Director**

## **14. ADJOURNMENT**

### **14.1 Adjourn Meeting**

President Augustine adjourned the meeting at 7:47 p.m. with no further action required.

President Augustine called an executive session regarding a personnel matter at 7:50 p.m. The executive session ended at 7:58 p.m.

**Submitted respectfully,**

**Slade Shreck  
Board Secretary**

**Amy Pfleegor  
Board Recording Secretary**

## 15. INFORMATION ONLY

### 15.1 Amendment to Geisinger Medical Center Education Program Agreement (Attachment)

The executive director signed an amendment to an education program agreement with Geisinger Medical Center (GMC) for a full-time CSIU teacher at Geisinger Children's Hospital, Danville. GMC agrees to provide the additional funding of \$67,930.40 toward costs for this position for the 2022-23 school year.

This position had previously been part-time (.60 FTEs) and was fully funded through special education institutionalized children program funds.

### 15.2 Human Resources – Staff Leaves of Absence

#### Paid Leave of Absence

- **Scott L. Wert**, education van driver, from June 29, 2022 to July 22, 2022

#### Unpaid Leaves of Absence

- **Kati L. Clendenin**, ODR special education coordinator, from July 27, 2022 to Aug. 26, 2022
- **Janet E. Wachter**, Early Intervention instructional assistant, from July 12, 2022 to Aug. 19, 2022

#### Return from Paid/Unpaid Leave of Absence

- **Carly Legg**, speech therapist, effective July 11, 2022

### 15.3 Human Resources – Completion of New Employee Probationary Period

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

- **Heather A. Haynos**, English as a Second Language instructor, effective June 20, 2022
- **Miriam R. Krause**, Out-of-School-Time professional learning and instruction coordinator, effective July 5, 2022
- **Katherine M. Kuhn**, Center for Schools and Communities project specialist, effective July 15, 2022
- **Rachel L. Opala**, youth development program coordinator, effective June 1, 2022
- **Matthew H. Sherwood**, buildings and grounds and fleet support technician, effective July 15, 2022
- **Alison E. Shughart**, Out-of-School-Time professional learning and instruction coordinator, effective July 25, 2022

### 15.4 Administration – Staff Travel

**Lyndi Hertzler**, client solutions manager, and **Todd Roney**, director of computer services, attended the **NY/PA Partner Round Table Meeting** on July 13, 2022 in Saratoga Springs, N.Y. While there, they attended the regional meeting to discuss future partnership goals, new client implementation processes and transitioning from Edupoint led to CSIU led implementations. Funds for estimated expenses of \$480 each were covered by the computer services/SIS2 budget.



**Thomas Caruso**, director of cooperative purchasing, and **Jared Lehman**, chief innovation officer, and **Amber Lind**, cooperative purchasing program manager, will attend the ***NIGP (National Institute for Governmental Purchasing) Forum 2022*** on August 21-22, 2022 in Boston, Mass. While there, they will be an exhibitor to promote the CSIU's PEPPM and KPN programs. Funds for estimated expenses of \$1,512, \$1,512 and \$1,820 are available in the joint purchasing budget.

**Jared Lehman**, chief innovation officer, and **Amber Lind**, cooperative purchasing program manager, will attend the ***ASBO International Annual Meeting and Expo*** on Sept. 15-16, 2022 in Portland, Ore. While there, they will be an exhibitor to promote the CSIU's PEPPM and KPN programs. Funds for estimated expenses of \$1,836 each are available in the joint purchasing budget.

**Leslie Hartline**, student applications support manager, and **Rita Steele**, client support specialist I, will attend the ***Synergy Connect 2022*** conference on Nov. 2-4, 2022 in Nashville, Tenn. While there, they will attend the pre-conference Synergy support staff boot camp and regular conference educational sessions. Funds for estimated expenses of \$2,189 each are available in the computer services/SIS2 budget.

**Lyndi Hertzler**, client solutions manager, and **Todd Roney**, director of computer services, will also attend the ***Synergy Connect 2022*** conference on Nov. 3-4, 2022 in Nashville, Tenn. While there, they will expand partnerships with Edupoint senior management and expand client base in PA schools. Funds for estimated expenses of \$1,555 each are available in the computer services/SIS2 budget.

## **15.5 Fiscal Communications**

June 1, 2022, 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 the 2022-23 Evaluation of ELECT Program Services. Purchase Order #4300735466 is in the amount of \$76,393.38 for the period of July 1, 2022 through June 30, 2023.

June 7, 2022, an email from Lawanza Ware (Assistant Director – Pennsylvania Department of Education, Bureau of Management Services) notifying CSIU of the approved program renewal for the 2022-23 CSC ELECT Technical Assistance and Support Services. This agreement is in the amount of \$240,000 for the period of July 1, 2022 through June 30, 2023.

June 21, 2022, an email from Samantha Rusho (Administrative Assistant 1 – Pennsylvania Departments of Education and Human Services, Office of Child Development and Early Learning) notifying CSIU of the 2022-23 Preschool Early Intervention allocations for the period of July 1, 2022 through June 30, 2023. The allocations include: State Early Intervention of \$5,179,904; Federal IDEA 611-Component 1 of \$239,164; and Federal IDEA 619 of \$377,079 (includes \$93,474 for district pass-through).

June 22, 2022, an email from Maribel Martinez (Fiscal Management Specialist 1 – Pennsylvania Department of Education, Bureau of Student Support) notifying CSIU of the 2022-23 Education Leading to Employment and Career Training (ELECT) allocation for the period of July 1, 2022 through June 30, 2023 in the amount of \$400,000.

June 24, 2022, an email from Amanda Harrison (Division Chief – Pennsylvania Department of Education, Division of Adult Education) notifying CSIU of the 2022-23 Adult Basic Education Direct Service Grant allocation for the period of July 1, 2022

through June 30, 2023 in the amount of \$450,000. This allocation is comprised of \$263,556 in federal funds and \$186,444 in state funds.

July 14, 2022, an email from Michele Ametrano-Warford (Procurement Specialist 2 – Pennsylvania Department of Education, Bureau of Management Services) notifying CSIU of the approved revision to Purchase Order #4300707546. This revision moves funds from one line item to another. The Purchase Order amount remains \$685,157.29.

July 15, 2022, a letter from Carmen M. Medina (Division Chief – Pennsylvania Department of Education, Division of Student Services) notifying CSIU of the 2022-23 Migrant Education Program (MEP) allocations for the period of July 1, 2022 through June 30, 2023. The allocations include: Federal CSC MEP Technical Assistance and Support Services of \$778,974; Federal CSIU MEP Grant of \$1,287,631; and State CSIU MEP Grant of \$87,253.

July 18, 2022, an email from Tina M. Weaver (Non-Public/Private Academic Schools Advisor – Pennsylvania Department of Education, School Services Offices) notifying CSIU of the 2022-23 Final Act 89 Non-Public Services allocation for the period of July 1, 2022 through June 30, 2023. The state allocation amount is \$1,538,527.35.

July 19, 2022, an email from Michele Ametrano-Warford (Procurement Specialist 2 – Pennsylvania Department of Education, Bureau of Management Services) notifying CSIU of the approved agreement for the 2022-23 CSC 21st Century Technical Assistance and Support Services. FC#4000025811 is in the amount of \$947,013 for the period of July 1, 2022 through June 30, 2023.