

**CENTRAL SUSQUEHANNA INTERMEDIATE UNIT BOARD OF DIRECTORS  
MINUTES OF THE REGULAR MONTHLY MEETING  
Wednesday, February 21, 2024**

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.**

**1. INTRODUCTION**

**1.1 Call to Order**

President Rhoads 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**

Director	District	Present	Absent
Terry Boonie	Midd-West	X	
William Brecker	Mount Carmel Area	X	
Thomas Eberhart	Mifflinburg Area	X	
Dr. Samuel Faulkner	Danville Area	X	
Lauren Hackenburg, Treasurer	Line Mountain	X	
David Hess	Selinsgrove Area		X
Robert Hormell	Warrior Run	X	
Jonathan Jones	Bloomsburg Area		X
Jeffrey Kashner	Shamokin Area		X
Brianna Maciejewski	Southern Columbia Area	X	
Susan Myers	Millville Area	X	
William Pasukinis	Benton Area	X	
Brenda Post	Berwick Area	X	
Bruce Rhoads, President	Central Columbia	X	
Slade Shreck, Secretary	Shikellamy		X
Mary Ann Stanton, Vice President	Lewisburg Area	X	
Dr. Alvin Weaver	Milton 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.

The next regular monthly meeting will begin at 7 p.m. on Wednesday, March 20, 2024 at the CSIU central office.

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

Debra Barren, Business Support and Trust Accounting Manager  
 Bernadette Boerckel, Chief Outreach Officer  
 Kyle Brady, Warrior Run School District Teacher  
 Rae Ann Crispell, Administrative Support Director  
 Kenneth Erb, Manager of Buildings and Grounds  
 Jennifer Gurski, Director of Online Learning  
 Alan Hack, Chief Academic Officer  
 Kaitlyn Hall, Director of Early Childhood Education  
 Pamela Karnes, EA Representative  
 Kevin Kilgus, Director of Financial Services  
 John Kurelja, Executive Director  
 Jared Lehman, Chief Innovation Officer  
 Terri Locke, Director of Special Education and Alternative Placement  
 Shileste Overton Morris, Chief Programs Officer  
 Brian Paulhamus, Information Security Officer  
 Amy Pfleegor, Executive Office Manager/Board Recording Secretary  
 Laura Saccente, Center for Schools and Communities Assistant Director  
 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, Jan. 17, 2024.

Motion to approve the minutes of the meeting held on Wednesday, Jan. 17, 2024 as presented.

Motion by Alvin Weaver, second by Mary Ann Stanton.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, Robert Hormell, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Mary Ann Stanton, Alvin Weaver

### **1.7 Spotlight Segment**

**Dr. Bernadette Boerckel**, Chief Outreach Officer, shared information with directors regarding the CSIU's Artificial Intelligence (AI) Taskforce. A few of the Taskforce members also provided directors with information regarding different AI tools and how teachers can use them in their schools. District superintendents have also received this information.

## **2. BOARD GOVERNANCE**

### **2.1 Board Committee Assignments (Attachment)**

Directors were asked to approve the proposed CSIU Board of Directors Committee Assignments for the remainder of 2023-24, effective Feb. 22, 2024.

Motion to approve CSIU Board of Directors Committee Assignments as presented.

Motion by Lauren Hackenburg, second by Thomas Eberhart.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, Robert Hormell, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Mary Ann Stanton, Alvin Weaver

### **3. BUDGET AND FINANCE COMMITTEE - Lauren Hackenburg, Chair**

#### **3.1 Monthly Financial Statements for January 2024 (Attachments)**

Directors were asked to approve the following January 2024 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 January 2024 as presented.

Motion by Lauren Hackenburg, second by Alvin Weaver.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, Robert Hormell, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Mary Ann Stanton, Alvin Weaver

### **4. TECHNOLOGY/MARKETPLACE COMMITTEE - Jonathan Jones, Chair; Alvin Weaver, Committee Member**

#### **4.1 Keystone Purchasing Network (KPN) Definite Quantity Line-Item Bids (Attachment)**

Directors were asked to approve the list of recommended KPN definite quantity line item bid awards effective for the 2024-25 purchasing cycle as presented.

KPN Definite Quantity Line Item Bids, Athletic Supply Category to:

- BSN Sports, LLC, Jenkintown, Pa., total sales volume \$18,587.94
- Henry Schein, Melville, N.Y., total sales volume \$54.60
- Pyramid School Products, Tampa, Fla., total sales volume \$41,979.32
- Riddell/All American, North Ridgeville, Ohio, total sales volume \$135.16
- School Health Corporation, Rolling Meadows, Ill., total sales volume \$25,359.25
- Sportsman's, Johnstown, Pa., total sales volume \$19,524.53

Motion to approve KPN definite quantity line item bids as presented.

Motion by Alvin Weaver, second by Susan Myers.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, Robert Hormell, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Mary Ann Stanton, Alvin Weaver

#### **4.2 PEPPM 2024 Managed Print Solutions Bid Award (Attachment)**

Directors were asked to approve a PEPPM bid award for the managed print solutions contract. This contract will have an effective date of Feb. 22, 2024 through Dec. 31, 2026.

Motion to approve the PEPPM 2024 Managed Print Solutions bid award as presented.

Motion by Alvin Weaver, second by Susan Myers.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren



Hackenburg, Robert Hormell, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Mary Ann Stanton, Alvin Weaver

#### 4.3 PEPPM Marketplace Solution Contract Extension (Attachment)

Directors were asked to approve the PEPPM Marketplace Solution contract extension with Amazon.com Services LLC through June 30, 2024.

Motion to approve the PEPPM Marketplace Solution contract extension as presented.

Motion by Alvin Weaver, second by Susan Myers.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, Robert Hormell, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Mary Ann Stanton, Alvin Weaver

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

#### 5.1 Full-Time Personnel

##### New Employee – Instructional Staff

- **Logan T. Heimbach**, Selinsgrove, received a bachelor's degree from Commonwealth University of Pennsylvania, Bloomsburg. She has been employed as a part-time manager with Maurices, Selinsgrove. Ms. Heimbach is recommended as a **special education teacher** at the bachelor's step 1 classification, effective Feb. 1, 2024, at an annual salary of \$50,651, according to the terms of the current Collective Bargaining Agreement. Funds for this new position are available in the special education budget.

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

- **Gina M. Craven**, Mifflinburg, received an associate degree from McCann School of Business and Technology, Sunbury. She has been employed as an autistic support aide with Mifflinburg Area School District. Ms. Craven is recommended as a **classroom associate** at an hourly rate of \$17.50 (\$24,281.25 annually), effective March 4, 2024 (contingent upon receipt of required clearances). Funds for this replacement position are available in the special education budget.
- **Amber R. Fisher**, Northumberland, received a diploma from Shikellamy High School, Sunbury. She has been employed as a cafeteria/bus aide with E.S.S., Northumberland. Ms. Fisher is recommended as a **classroom assistant** at an hourly rate of \$13.25 (\$18,384.38 annually), effective Feb. 20, 2024 (contingent upon receipt of required clearances). Funds for this replacement position are available in the special education budget.
- **Danielle E. Laubach**, Berwick, received a bachelor's degree from Misericordia University, Dallas. She has been employed as owner/director/operator with Each One Teach One Daycare and Learning Center, LLC, Berwick. Ms. Laubach is recommended as a **Pre-K Counts family and health assistant**, at an hourly rate of \$17.45 (\$26,175 annually), effective March 11, 2024 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Pre-K Counts budget.
- **Trisha Yeager**, Kulpmont, received a diploma from Shamokin Area High School. She has been employed as a registered behavior technician with Mission Autism Clinic, Shamokin Dam. Ms. Yeager is recommended as a **Head Start assistant instructor** at an hourly rate of \$13 (\$19,110 annually), effective Feb. 22, 2024 (contingent upon receipt of required clearances). Funds



for this replacement position are available in the Head Start budget.

### **Position Transfer**

- **Edith M. Rivera**, from classroom associate at a current hourly rate of \$15.25 (\$21,159.38 annually) to **classroom associate/translator**, at an hourly rate of \$17.25 (\$23,934.38 annually), effective Feb. 22, 2024

### **Change in Start Dates**

- **Emilie E. DiGiacomo**, Early Intervention instructional support program assistant, from Jan. 10, 2024 to Jan. 12, 2024
- **Rebekah Gingrich**, special education teacher, from Jan. 3, 2024 to Jan. 15, 2024
- **Alexis T. Golden**, special education teacher, from Jan. 18, 2024 to Jan. 19, 2024
- **Beth A. Hamilton**, classroom assistant, from Dec. 21, 2023 to Jan. 11, 2024
- **Ana I Rivera-Aponte**, classroom assistant, from Jan. 22, 2024 to Feb. 6, 2024
- **Jessica L. Roberts**, Pre-K Counts team supervisor, from Dec. 1, 2023 to Feb. 13, 2024

### **Resignations**

- **Holly B. Doyle**, Head Start/Early Head Start family and health team supervisor, effective May 31, 2024
- **Keith R. Ferguson**, instructional support program assistant, effective May 30, 2024
- **Brooke Johnson**, communication facilitator, effective Jan. 5, 2024
- **Kahla Manning**, career counselor specialist, effective Feb. 2, 2024
- **Amanda Pollari**, Head Start senior instructor, effective Jan. 22, 2024
- **Marina Rondon**, Millersville University Migrant Education data specialist, effective Jan. 19, 2024
- **Carmen H. Vegazo-Ramos**, Migrant Education student support coordinator, effective Jan. 26, 2024
- **Robert W. Wirth**, buildings and grounds and fleet support technician, effective Feb. 23, 2024

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

### **Updated Resignation Dates**

- **Jacob Esenwein**, behavior intervention assistant, from Jan. 19, 2024 to Jan. 9, 2024
- **Sarah K. Starr**, school psychologist, from Feb. 2, 2024 to Feb. 5, 2024

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

### **Retirement**

- **Pamala S. Rhoades**, Head Start family and health coordinator, effective July 5, 2024

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

Motion to approve full-time personnel recommendations as presented.

Motion by Mary Ann Stanton, second by Brianna Maciejewski.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren

Hackenburg, Robert Hormell, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Mary Ann Stanton, Alvin Weaver

## 5.2 Part-Time Personnel

### Change in Start Date

- **Eli Seesholtz**, student mental health intern, from Jan. 18, 2024 to Jan. 25, 2024

### Resignations

- **Linda Walker**, healthcare education coordinator, effective Feb. 9, 2024
- **Jennifer White**, career counselor specialist, effective Jan. 31, 2024

Motion to approve part-time personnel recommendations as presented.

Motion by Mary Ann Stanton, second by Brianna Maciejewski.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, Robert Hormell, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Mary Ann Stanton, Alvin Weaver

## 5.3 Substitute Personnel

Directors were asked to approve substitute personnel to work in CSIU classrooms and programs for the 2023-24 school year.

### Substitute Teachers

Vince Evans

Mythri Galpotthawela

Joseph Kissell

Justis Miller

Drew Potts

### Substitute Aides

Michelle Black

Lori Klinger

Motion to approve substitute personnel recommendations as presented.

Motion by Mary Ann Stanton, second by Brianna Maciejewski.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, Robert Hormell, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Mary Ann Stanton, Alvin Weaver

## 5.4 Salary Adjustments

### Salary Adjustments

- **Beth A. Hamilton**, classroom assistant, from a current hourly rate of \$11.20 (\$15,540 annually) to an hourly rate of \$13.50 (\$18,731.25 annually) due to re-evaluation of department compensation, effective Feb. 1, 2024
- **Tara Persun**, Head Start assistant instructor, from a current hourly rate of \$12.04 (\$19,938.24) to an hourly rate of \$14 (\$23,184 annually) due to re-evaluation of department compensation, effective Feb. 1, 2024
- **Ana I. Rivera-Aponte**, classroom assistant, from a current hourly rate of \$11.10 (\$15,401.25 annually) to an hourly rate of \$13.25 (\$18,384.38 annually) due to re-evaluation of department compensation, effective Feb. 6, 2024



Motion to approve salary adjustment recommendations as presented.

Motion by Mary Ann Stanton, second by Brianna Maciejewski.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, Robert Hormell, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Mary Ann Stanton, Alvin Weaver

### **5.5 Addition to 2023 Tenured Employee List (Attachment)**

Directors were asked to accept **Sarah E. Frazier**, special education teacher, as an addition to the list of employees who have attained tenure in 2023 (as defined by Public School Code, Section 1101), approved at the Sept. 20, 2023 board meeting.

Motion to approve an addition to the list of CSIU employees who have attained tenure in 2023 as presented.

Motion by Mary Ann Stanton, second by Brianna Maciejewski.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, Robert Hormell, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Mary Ann Stanton, Alvin Weaver

### **5.6 Holiday Schedule – 12-Month Non-Instructional Staff (Attachment)**

Directors were asked to approve the 2024-25 holiday schedule for 12-month non-instructional staff.

Motion to approve the CSIU Holiday Schedule for 2024-25 as presented.

Motion by Mary Ann Stanton, second by Brianna Maciejewski.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, Robert Hormell, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Mary Ann Stanton, Alvin Weaver

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

### **6.1 Engineering/Architect Services Contract**

Administration recommended approval of a contract with HUNT Engineers, Architects & Surveyors, Towanda, to provide engineering, design, survey and permitting services necessary to construct a proposed solar panel arrays at the CSIU central office, at a cost not to exceed \$70,500. Funds for this contract are available in the capital reserve budget.

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

Motion by William Brecker, second by William Pasukinis.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, Robert Hormell, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Mary Ann Stanton, Alvin Weaver

### **6.2 Purchase of Motorola UHF Portable Radios**

Directors were asked to approve the purchase of 31 Motorola UHF portable radios and single-unit chargers with a five-year warranty. The radios will be used for CSIU satellite locations, at a cost of \$24,750.40 from Keystone Communications through the PA

COSTARS contract. The cost includes set-up and training.

Three quotes were received, and Keystone Communications was the lowest price quoted. Funds for this purchase are available in program specific budgets.

Motion to approve the purchase of Motorola UHF portable radios as presented.

Motion by William Brecker, second by William Pasukinis.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, Robert Hormell, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Mary Ann Stanton, Alvin Weaver

### **6.3 CSIU Auction Contract**

The CSIU periodically holds an auction to dispose of unused/unneeded vehicles, furniture, equipment and supplies. The last auction was held at the CSIU annex building in April 2022. Enough items have been accumulated since that time to warrant another auction.

Directors were asked to approve a contract with Marquette's Auction Marketing, Hughesville, to conduct an auction at the CSIU warehouse and garage on a date to be determined. Mr. Marquette has agreed to provide the service at a 2.5 percent increase from the previous auctions, which will be 15 percent of gross sales.

Motion to approve a contract with Marquette's Auction Marketing as presented.

Motion by William Brecker, second by William Pasukinis.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, Robert Hormell, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Mary Ann Stanton, Alvin Weaver

## **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 Head Start and Early Head Start (Attachments)**

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

- Head Start/Early Head Start Monthly Report for December 2023
- Head Start/Early Head Start 2023-24 Carryover Request February 2024

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

Motion by Lauren Hackenburg, second by Terry Boonie.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren



Hackenburg, Robert Hormell, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Mary Ann Stanton, Alvin Weaver

## **10.2 2023-24 CSIU Health and Safety Plan (Attachment)**

Based on guidance from the Pennsylvania Department of Education, 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 review and approve the *2023-24 CSIU Health and Safety Plan*. Upon approval, the plan will satisfy the federal requirement of reviewing and approving the health and safety plan every six months.

Motion to approve the 2023-24 CSIU Health and Safety Plan submission request as presented.

Motion by Lauren Hackenburg, second by Terry Boonie.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, Robert Hormell, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Mary Ann Stanton, Alvin Weaver

## **11. ADMINISTRATIVE MATTERS**

None.

## **12. ADMINISTRATIVE REPORTS**

### **12.1 Executive Leadership - Dr. John Kurelja, Executive Director**

## **13. ADJOURNMENT**

### **13.1 Adjourn Meeting**

President Rhoads adjourned the meeting at 7:59 p.m.

Respectfully submitted,

  
Amy Pfleegor  
Board Recording Secretary

## 14. INFORMATION ONLY

### 14.1 CSIU 907-A Report for 2022-23 Fiscal Year (Attachment)

On June 30, 2011 the Governor signed into law Act 24 of 2011 amending the Public School Code and creating a new reporting requirements for Intermediate Units.

Staff prepared and filed the PDE 907-A Report for Intermediate Units, which identifies all contracts, interagency agreements, intergovernmental agreements, purchase orders, memoranda of understanding, agreements and other arrangements between a Commonwealth agency and the IU and between the IU and another or other IUs, which have a value of \$50,000 or greater.

The CSIU report for the 2022-23 fiscal year included 57 agreements which aggregated to \$44,317,709 in annual value.

A copy of the CSIU 2022-23 907-A Report and guidelines are attached for your information.

### 14.2 Human Resources - Staff Leaves of Absence

#### Paid Leave of Absence

- **Shane Kelly**, adult basic education instructor, from Jan. 9, 2024 to July 14, 2024

#### Paid/Unpaid Leave of Absence

- **Maria G. Feeser**, Migrant Education student support specialist, from Jan. 1, 2024 to Jan. 31, 2024

#### Unpaid Leave of Absence

- **Kaitlyn K. Fetzer**, Pre-K Counts senior instructor, from Feb. 9, 2024 to March 25, 2024

#### Return from Paid Leave of Absence

- **Melodee S. Leshner**, Corrections Education teacher, effective Jan. 15, 2024

### 14.3 Human Resources – Completion of New Employee Probationary Periods

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

- **Taylor B. Culver**, Early Intervention instructional assistant, effective Jan. 12, 2024
- **Jillian E. Dewald**, ELECT student support specialist, effective Jan. 16, 2024
- **Amanda Eisenhauer**, instructional support program assistant, effective Jan. 17, 2024
- **Gretchen A. Erb**, practical nursing program instructor, effective Jan. 18, 2024

### 14.4 Human Resources – Stipend Payments

The executive director authorized the following:

- per pay stipend payments to **Krista A. Burns**, speech therapist, in the amount of \$1,500 for National Board Certification as per the current Collective Bargaining Agreement
- per pay stipend payments to **Megan M. Carr**, occupational therapist, in the amount of \$1,500 for National Board Certification as per the current Collective Bargaining Agreement
- per pay stipend payments to **Jillian M. Compton**, Early Intervention speech therapist, in the amount of \$1,500 for National Board Certification as per the current Collective Bargaining Agreement



- per pay stipend payments to **Kelsey J. David**, occupational therapist, in the amount of \$1,500 for National Board Certification as per the current Collective Bargaining Agreement
- a one-time stipend payment to **Christy M. Hauger**, Pre-K Counts administrative assistant, in the amount of \$1,000 for taking on additional responsibilities of the Pre-K Counts family and health assistant from Oct. 1, 2023 through February 29, 2024, which are above and beyond her job description
- continued monthly stipend payments 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 Jan. 1, 2024 to Sept. 30, 2024 for the continued oversight and management of the extended Pandemic Electronic Benefits Transfer (PEBT) assigned duties, which are above and beyond his job description
- monthly stipend payments to **Melinda S. Moretz**, classroom assistant, in the amount of \$150 per month from Jan. 1, 2024 through May 30, 2024 for providing behavioral intervention assistant duties for the Five Star Emotional Support Program for the remainder of the 2023-24 school year, which are above and beyond her job description
- per pay stipend payments to **Jennifer L. Rakovan**, speech therapist, in the amount of \$1,500 for National Board Certification as per the current Collective Bargaining Agreement
- per pay stipend payments to **Danielle Sommers**, speech therapist, in the amount of \$1,500 for National Board Certification as per the current Collective Bargaining Agreement

#### 14.5 Administration - Staff Travel

**Karen Lehman**, youth development program manager, will attend the **National Youth Advocacy and Resilience Conference** on March 3-6, 2024 in Savannah, Ga. While there, she will co-present a workshop session on the Five Foundational Factors to Building Resilience in Young People. Funds for estimated expenses in the amount of \$2,440 are available in the homeless children and youth budget.

**Thomas Caruso**, director of cooperative purchasing, **Jared Lehman**, chief innovation officer, and **Amber Lind**, cooperative purchasing programs manager, will attend the **2024 California Association of School Business Officials Annual Conference and California School Business Expo** on April 8-9, 2024 in Palm Springs, Calif. While there, they will be an exhibitor to promote the PEPPM program. Funds for estimated expenses in the amount of \$2,056 each are available in the joint purchasing budget.

**Lynn Hansel** and **Emily Reedy**, Head Start regional team supervisors, will attend the **National Head Start Conference** on April 15-18, 2024 in Portland, Ore. While there, she will participate in seminars, presentations and classes about topics directly impacting the Northumberland Area Head Start program. She will also learn valuable information to aid in continuous quality improvement for the program. Funds for estimated expenses in the amount of \$1,950 and \$1,930, respectively, are available in the Head Start budget.

**Thomas Caruso**, director of cooperative purchasing, and **Amber Lind**, cooperative purchasing programs manager, will attend the **Southeastern Association of School Business Officials Conference and Discovery Forum** on April 16, 2024 in Greenville, S.C. While there, they will be an exhibitor to promote the Keystone

Purchasing Network and PEPPM programs. Funds for estimated expenses in the amount of \$1,470 each are available in the joint purchasing budget.

**Karen Nogle**, benefits and wellness specialist, will attend the **24th Annual Employee Health Care Conference** on April 16-17, 2024 in New York, N.Y. While there, she will hear from speakers regarding health and benefits strategies to gather additional information to boost the CSIU's health, wellness and benefits package. Funds for estimated expenses in the amount of \$1,152.88 are available in the human resources budget.

**Katherine Kuhn**, youth development coordinator, will attend the **Best Out-of-School Time (BOOST) Conference** on April 30 through May 3, 2024 in Palm Springs, Calif. While there, she will network and team-build with more than 3,000 global in and out-of-school time professionals and hear about the latest trends and research in innovative and quality in and out-of-school time programming. Funds for estimated expenses in the amount of \$2,116 are available in the 21st Century-CSC budget.

**Nicola Manning-Davenport**, PIMS application support supervisor, will attend the **International Society for Technology in Education Live 24 Conference** on June 23-26, 2024 in Denver, Colo. While there, she will attend hands-on sessions, live demos and how-to presentations on the latest learning strategies and ed-tech trends. Funds for estimated expenses in the amount of \$2,496 are available in the professional leadership day budget.

#### 14.6 Fiscal Communications

Jan. 2, 2024, an email from Tracey Darden (21<sup>st</sup> Century CLC Program Officer – Pennsylvania Department of Education, Bureau of School Support) notifying CSIU of the approved budget revision for the 2023-24 STEAMS Grant. FC #4100083495 remains in the amount of \$506,000 for the period of July 1, 2023 through June 30, 2024.

Jan. 3, 2024, an email from Brooke Gessner (Finance Manager – Advance Central PA) notifying CSIU of a contract modification for agreement #CSIU01-F22-OSY. This action approves an adjustment between WIOA Title I OSY and TANF funding. The contract amount remains in the amount of \$1,272,168 for the period of July 1, 2023 through June 30, 2024.

Jan. 4, 2024, an email from David Boyer (Fiscal Technician – Pennsylvania Department of Education, Bureau of School Support) notifying CSIU of the approved funding for the 2023-24 Refugee School Impact Grant (RSIG). FC #4100091895 is in the amount of \$112,575 for the period of Oct. 1, 2023 through Sept. 30, 2024.

Jan. 24, 2024, an email from Amanda Harrison (Division Chief – Pennsylvania Department of Education, Division of Adult Education) notifying CSIU of a funding adjustment for the 2023-24 Adult Basic Education Direct Service Grant. An increase of \$28,366 has been awarded for the period of July 1, 2023 through June 30, 2024.