

**CENTRAL SUSQUEHANNA INTERMEDIATE UNIT BOARD OF DIRECTORS
MINUTES OF THE REGULAR MONTHLY MEETING
Wednesday, August 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
Human Resources Committee
Technology/Marketplace

BUSINESS MEETING - 7 p.m.

1. INTRODUCTION

1.1 Call to Order

President Rhoads called the meeting to order at 7:02 p.m.

1.2 Pledge of Allegiance

1.3 Roll Call – Directors present: 16; Director vacancy: 1

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	
Dr. Alvin Weaver	Milton Area	X	
Vacancy	Lewisburg Area		

1.4 Announcements

The next regular monthly meeting will begin at 7 p.m. on Wednesday, Sept. 18, 2024 at the CSIU central office.

1.5 Recognition of Guests and Opportunity for Public Comment

Lenaire Ahlum, Susquehanna Valley Community Education Project
 Henry "Hank" Baylor, Susquehanna Valley Community Education Project
 Meghan Beck, Susquehanna Valley Community Education Project
 James Black, Susquehanna Valley Community Education Project
 Bernadette Boerckel, Chief Outreach Officer
 Ashlee Bower, Central Susquehanna LPN Career Center Director of Operations
 Rae Ann Crispell, Administrative Support Director
 Kenneth Erb, Manager of Buildings and Grounds
 Alan Hack, Chief Academic Officer
 Kaitlyn Hall, Director of Early Childhood Education
 Jessica Harry, Special Education and Off-Site Facilities Support Program Programs Supervisor
 Carl Jensen, Susquehanna Valley Community Education Project
 Kevin Kilgus, Director of Financial Services
 John Kurelja, Executive Director
 Jared Lehman, Chief Innovation Officer
 Terri Locke, Director of Special Education and Alternative Placement
 Angela Miller, Susquehanna Valley Community Education Project
 Shileste Overton-Morris, Chief Programs Officer
 Julie Petrin, Director of Behavioral Health Support Services
 Amy Pfleegor, Executive Office Manager/Board Recording Secretary
 Danelle Reinsburrow, Licensed School Social Worker
 Laura Saccente, Center for Schools and Communities Assistant Director
 Eric Shearer, Telecommunications Technology Network Coordinator
 Brian Snyder, Chief Financial and Operations Officers

Public Comments: Mr. Hank Baylor and other representatives from the Susquehanna Valley Community Education Project addressed the board to discuss the need for a local community college. They asked the CSIU to consider supporting their endeavor.

1.6 Approval of Minutes (Attachment)

Directors were asked to approve the minutes of the CSIU Board of Directors meeting held on Wednesday, June 19, 2024.

Motion to approve the minutes of the meeting held on Wednesday, June 19, 2024 as presented.

Motion by Slade Shreck, second by Brianna Maciejewski.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

1.7 Spotlight Segment

Dr. John Kurelja, executive director, shared information with directors regarding the 2024 Professional Leadership event held on August 6, 2024 at Susquehanna University. He also shared a highlight video of the day's events.

Dr. Bernadette Boerckel, chief outreach officer, **Dr. Samuel Faulkner**, Danville Area School District, and **Julie Petrin**, director of behavioral health support services, shared information with directors regarding the achieved outcomes and vision for the future of the IMPACT grant.

2. EXECUTIVE COMMITTEE – Bruce Rhoads, Mary Ann Stanton, Slade Shreck, Lauren Hackenburg, Board Officers

2.1 Ratification of July 2024 Payment Requests (June) (Attachment)

As authorized by the CSIU Board Policy 005, board officers reviewed and approved payment of

the following obligations, which were presented to the board as a whole for its acceptance. Funds for payment were available in program budgets.

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

General Fund (6/30/24)

\$2,729,074.09

- **Shaw Integrated Solutions Flooring Purchase** – Officers are asked to approve the purchase of 5,122 square feet of Commingle 20 mil LVT 9" x 48" 5mm, adhesive and advance patch for the Work Foundations program in Sunbury at a cost of \$24,419.29 from Shaw Integrated Solutions, a KPN vendor. Funds for this purchase are available from the capital reserve budget.
- **Willow Playworks Playground Equipment Purchase** – Officers are asked to approve the purchase of playground equipment and installation, mulch, stone base and plastic borders for the Watsontown Children Center at a cost of \$53,035 from Willow Playworks, a COSTAR vendor. Funds for this purchase are available from the capital reserve budget.

Motion to approve the action of the Board Officers, acting as an executive committee, for the July 2024 payment authorization as presented.

Motion by Susan Myers, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

2.2 Ratification of July 2024 Human Resources Personnel Recommendations

As authorized by the CSIU Board Policy 005, board officers reviewed and approved the following July 2024 personnel recommendations, which were presented to the board as a whole for its acceptance.

Full-Time Personnel

- **Abbe R. Heath**, Selinsgrove, received a bachelor's degree from Bloomsburg University. She has been employed as a teacher of the visually impaired with Blast IU, Williamsport. Ms. Heath is recommended as a **special education teacher** at the master's step 15 classification, effective Aug. 6, 2024 (contingent upon receipt of required clearances), at an annual salary of \$80,044, according to the terms of the Collective Bargaining Agreement. Funds for this new position are available in the special education budget.
- **Chelsea D. Taylor**, Bloomsburg, received a bachelor's degree from Bloomsburg University. She has been employed as a Pre-K Counts teacher with Busy Little Beavers Early Learning Center, Danville. Ms. Taylor is recommended as a **Pre-K Counts teacher** at the bachelor's step 1 classification, effective Aug. 6, 2024 (contingent upon receipt of required clearances), at an annual salary of \$51,949, according to the terms of the Collective Bargaining Agreement. Funds for this replacement position are available in the Pre-K Counts budget.

New Employees – Non-Instructional Staff

- **Brittany D. Beaver**, Northumberland, received a bachelor's degree from Central Penn College, Summerdale. She has been employed as a resource worker/casework supervisor with Northumberland County Children and Youth, Sunbury. Ms. Beaver is recommended as a **behavior intervention assistant** at an hourly rate of \$24 (\$33,300 annually), effective Aug. 6, 2024 (contingent upon receipt of required clearances). Funds for this replacement position are available in the special education

budget.

- **Sara A. Exley**, Lewisburg, received an associate degree from Clarion University, Oil City. She has been a self-employed in-home childcare provider. Ms. Exley is recommended as an **education programs and substitute placement administrative assistant**, at an hourly rate of \$16 (\$26,400 annually), effective Aug. 6, 2024 (contingent upon receipt of required clearances). Funds for this replacement position are available in the special education budget.
- **Michelle L. Saul**, Watsontown, received a diploma from Warrior Run School District, Turbotville. She has been employed as accounts receivable with Airiam, Lewisburg. Ms. Saul is recommended as a **Pre-K Counts assistant instructor**, at an hourly rate of \$13.75 (\$19,078.13 annually), effective Aug. 6, 2024 (contingent upon receipt of required clearances). Funds for this new position are available in the Pre-K Counts budget.
- **Emily Wickizer**, Bloomsburg, received a bachelor's degree from Lycoming College, Williamsport. She has been employed as a data quality manager with Benton Area School District. Ms. Wickizer is recommended as a **PIMS client support specialist I** at an hourly rate of \$25.13 (\$49,003.50 annually), effective July 25, 2024 (contingent upon receipt of required clearances). Funds for this replacement position are available in the PIMS support budget.

Position Transfers

- **Kayla Reinard**, from behavior intervention assistant at a current hourly rate of \$20.90 (\$28,998.75 annually) to **instructional support program assistant** at an hourly rate of \$18.69 (\$25,932.38), effective Aug. 6, 2024
- **Anita M. Williams**, from ELECT student support and outreach coordinator at a current hourly rate of \$25.08 (\$48,906 annually) to **non-traditional education support coordinator** at an hourly rate of \$37 (\$55,500 annually), effective Aug. 1, 2024

Rescinded Acceptance of Job Offer

- **Colby Seeley** rescinded her acceptance of the Head Start senior instructor position approved at the May 2024 board meeting.

Part-Time Personnel

Rescinded Acceptance of Job Offer

- **Ashley Walter** rescinded her acceptance of the Head Start senior assistant position approved at the June 2024 board meeting.

Substitute Personnel for the 23-24 School Year

Substitute Aide

Anna DiLossi

Information

Stipends

The executive director authorized the following:

- one-time stipend payment to **Elizabeth Hoffer**, youth development coordinator, in the amount of \$2,500 for performing work above and beyond job duties due to the restructuring of the department
- monthly stipend payments to **Denise Y. Holohan**, Early Head Start child development and instructional manager, in the amount of \$500 per month from June 2024 until the position is filled, no later than June 2025, to absorb duties of a vacant position, which is above and beyond her job description
- monthly stipend payments to **Ann Robin Share**, Early Head Start child development and instructional manager, in the amount of \$500 per month from June 2024 until the

position is filled, no later than June 2025, to absorb duties of a vacant position, which is above and beyond her job description

- monthly stipend payments to **Paula Y. Wolfe**, Early Head Start supervisor, in the amount of \$500 per month from June 2024 until the position is filled, no later than June 2025, to absorb duties of a vacant position, which is above and beyond her job description

Motion to approve the action of the Board Officers, acting as an executive committee, for the July 2024 personnel recommendations as presented.

Motion by Susan Myers, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

3. BOARD GOVERNANCE

3.1 Officer Vacancy

Due to the resignation of Mary Ann Stanton (Lewisburg Area), directors were asked to consider the CSIU Board Vice President position. Nominations will be accepted through August 29, 2024. The Nominations Committee will present the candidates' names for consideration at the board meeting on Sept. 18, 2024. This replacement position will be effective Sept. 19, 2024 through June 30, 2025.

4. BUDGET AND FINANCE COMMITTEE - Lauren Hackenburg, Chair; Robert Hormell, Jonathan Jones and Brenda Post, Committee Members

4.1 Monthly Financial Statements for June and July 2024 (Attachments)

Directors were asked to approve the following financial statements:

- Financial Reports for June and July 2024;
- Program Balance Sheets for June and July 2024; and
- General Fund Accounting Payment Summary for July 2024. *Funds for payment were available in program budgets.

*The executive committee approved the General Fund Accounting Payment Summary for June 2024, and ratification was requested under Agenda item 2.1.

Motion to approve monthly financial statements for June and July 2024 as presented.

Motion by Lauren Hackenburg, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

5. TECHNOLOGY/MARKETPLACE COMMITTEE - Jonathan Jones, Chair; Terry Boonie, Thomas Eberhart and Alvin Weaver, Committee Members

No report.

6. HUMAN RESOURCES COMMITTEE - Vacant, Chair; Brianna Maciejewski, Bruce Rhoads and Slade Shreck, Committee Members

6.1 Full-Time Personnel

New Employees – Instructional Staff

- **Joshua T. Hudak**, Mountain Top, received a bachelor's degree from Kutztown University.

He has been employed as a social studies summer school teacher with the Greater Nanticoke Area School District. Mr. Hudack is recommended as a **Corrections Education teacher** at the bachelor's step 1 classification, effective Aug. 8, 2024 (contingent upon receipt of required clearances), at an annual salary of \$51,949, according to the terms of the Collective Bargaining Agreement. Funds for this replacement position are available in the Corrections Education budget.

- **Brandi L. Miller**, Millmont, received a master's degree from Ashford University, Clinton Iowa. She has been employed as a high school autistic support teacher with New Story, Selinsgrove. Ms. Miller is recommended as a **special education teacher** at the master's step 2 classification, effective Sept. 26, 2024 (contingent upon receipt of required clearances), at an annual salary of \$55,094, according to the terms of the Collective Bargaining Agreement. Funds for this replacement position are available in the special education budget.
- **Melissa Shipman**, Watsontown, received a master's degree from Bloomsburg University. She has been employed as an emotional support teacher with Warrior Run Area School District, Turbotville. Ms. Shipman is recommended as a **special education teacher** at the master's step 12 classification, effective Oct. 21, 2024 (contingent upon receipt of required clearances), at an annual salary of \$74,113, according to the terms of the Collective Bargaining Agreement. Funds for this replacement position are available in the special education budget.

New Employees – Non-Instructional Staff

- **Jose Castro**, Lancaster, received a bachelor's degree from Millersville University. He has been employed as a student support specialist with Millersville University's Migrant Education Program. Mr. Castro is recommended as a **Migrant Education student support coordinator** at an hourly rate of \$23.50 (\$45,825 annually), effective Aug. 22, 2024 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Migrant Education budget.
- **Megan L. Chapman**, Shamokin, received a master's degree from Grand Canyon University, Phoenix, Ariz. She has been employed as a life skills teacher with Line Mountain School District, Herndon. Ms. Chapman is recommended as a **Head Start floater senior instructor** at an hourly rate of \$20.50 (\$30,135 annually), effective Aug. 13, 2024 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Head Start budget.
- **Rebecca Crawford**, Montgomery, received a bachelor's degree from Houghton University, Houghton, N.Y. She has been employed as a head teacher with Summit Early Learning, Selinsgrove. Ms. Crawford is recommended as a **Head Start senior instructor** at an hourly rate of \$22.50 (\$37,260 annually), effective Aug. 12, 2024 (contingent upon receipt of required clearances). Funds for this new position are available in the Head Start budget.
- **Larissa A. Fetterhoff**, Danville, received an associate degree from Johnson College, Scranton. She has been employed as an EKG technician with Geisinger Medical Center, Danville. Ms. Fetterhoff is recommended as a **classroom associate** at an hourly rate of \$15 (\$20,812.50 annually), effective Sept. 9, 2024 (contingent upon receipt of required clearances). Funds for this replacement position are available in the special education budget.
- **Patricia Hursh**, Allenwood, received a diploma from Warrior Run School District, Turbotville. She has been employed as a behavior intervention administrative assistant with Justice Works Compass Academy, Williamsport. Ms. Hursh is recommended as a **classroom assistant** at an hourly rate of \$15.50 (\$21,506.25 annually), effective Sept. 3, 2024 (contingent upon receipt of required clearances). Funds for this replacement position are available in the special education budget.
- **Jessica R. Kaneshki**, Tunkhannock, received a bachelor's degree from Bloomsburg University. She has been employed as a behavioral health technician with Pro Pediatric Services, Wilkes Barre. Ms. Kaneshki is recommended as a **mental health support**

specialist at an hourly rate of \$22.35 (\$33,525 annually), effective Aug. 14, 2024 (contingent upon receipt of required clearances). Funds for this new position are available in the special education budget.

- **Aya Mohamed**, Millville, received a bachelor's degree from Cairo University, Giza, Egypt. She has been employed as a program coordinator for ELECT, a teen outreach program with the School District of Philadelphia. Ms. Mohamed is recommended as an **administrative assistant** at an hourly rate of \$18.80 (\$31,020 annually), effective Aug. 14, 2024 (contingent upon receipt of required clearances). Funds for this replacement position are available in the special education budget.
- **Caitlin A. Patraw**, Milton, received a bachelor's degree from Bloomsburg University. She has been employed as a substitute teacher with Danville Area School District. Ms. Patraw is recommended as a **Head Start floater senior instructor** at an hourly rate of \$21 (\$34,776 annually), effective Aug. 13, 2024 (contingent upon receipt of required clearances). Funds for this new position are available in the Head Start budget.
- **Amber E. Roush**, Mifflinburg, received a diploma from Mifflinburg Area High School. She has been employed as a custodian with Trinity Lutheran Church, Mifflinburg. Ms. Roush is recommended as a **buildings and grounds services assistant** at an hourly rate of \$17 (\$33,150 annually), effective Aug. 22, 2024 (contingent upon receipt of required clearances). Funds for this replacement position are available in the buildings and grounds budget.
- **Heather Stotter**, Sunbury, received a bachelor's degree from Lancaster Bible College. She has been employed as a preschool teacher with the Greater Susquehanna Valley YMCA, Sunbury. Ms. Stotter is recommended as an **instructional support program assistant** at an hourly rate of \$19.50 (\$27,056.25 annually), effective Aug. 19, 2024 (contingent upon receipt of required clearances). Funds for this replacement position are available in the special education budget.
- **Helna Vincent**, Danville, received a master's degree from Bloomsburg University. She has been employed as a mobile therapist/behavioral consultant with KidsPeace, Bloomsburg. Ms. Vincent is recommended as a **Head Start floater senior instructor** at an hourly rate of \$21.25 (\$35,190 annually), effective Aug. 15, 2024 (contingent upon receipt of required clearances). Funds for this new position are available in the Head Start budget.

Salary Adjustment

- **Heather F. Harter**, mental health support specialist, from a current hourly rate of \$23.99 (\$35,985 annually) to \$24.99 (\$37,485 annually) due to her obtaining a Registered Behavior Technician certificate, effective Sept. 1, 2024

Position Transfers

- **Jillian E. Dewald**, from ELECT student support specialist (part-time) at a current hourly rate of \$21.42 to **ELECT student support and outreach coordinator (full-time)** at an hourly rate of \$23 (\$44,850 annually), effective Aug. 19, 2024
- **Lori B. Dyer**, from software quality assurance advisor II at a current annual salary of \$84,705.03 to **client support financial business systems analyst I** at an annual salary of \$90,000, effective Aug. 22, 2024
- **Alexandria E. Lindsey**, from Early Head Start family and social services assistant at an hourly rate of \$17.10 (\$33,345 annually) to **Early Head Start family and social services coordinator** at an hourly rate of \$20.51 (\$39,994.50 annually), effective Aug. 22, 2024
- **Rita Steele**, from client support business systems analyst I at a current annual salary of \$72,800 to **student applications support manager** at an annual salary of \$80,000, effective Dec. 1, 2024

Change in Start Date

- **Michelle L. Saul**, Pre-K Counts assistant instructor from Aug. 6, 2024 to Aug. 5, 2024

Resignations

- **Aaron C. Clarke**, Center for Schools and Communities fiscal specialist, effective Aug. 16, 2024
- **Christine M. Ditzler**, classroom assistant, effective July 16, 2024
- **Megan L. Fleetwood**, practical nursing program instructor, effective April 25, 2025
- **Amanda Glenn**, practical nursing program instructor, effective Aug. 16, 2024
- **Lori L. Long**, classroom assistant, effective June 4, 2024
- **Isela G. Mendez**, recruitment specialist, effective Aug. 18, 2024
- **Pamela M. Miller**, buildings and grounds assistant, effective July 5, 2024
- **Carolyn D. Reitz**, special education teacher, effective Sept. 26, 2024
- **Elicia Shallenberger**, classroom assistant, effective July 12, 2024
- **Kimberly D. Taylor-Carmo**, Center for Schools and Communities executive assistant, effective Aug. 2, 2024
- **Jennifer R. Wetzel**, Early Intervention teacher, effective Aug. 15, 2024

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

Updated Resignation Dates

- **Corie A. Kline**, buildings and grounds services assistant, from July 12, 2024, to July 5, 2024
- **Christina M. Wolfberg**, administrative assistant, from June 30, 2024 to Sept. 30, 2024

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

Retirements

- **Melanie K. Auman**, PIMS senior client support specialist I, effective Jan. 31, 2025
- **Cindy D. Clotfelter**, trust services technical specialist, effective Jan. 7, 2025
- **Maria G. Feeser**, Migrant Education student support specialist, effective Aug. 9, 2024
- **Jan A. Scherer**, Statewide Adoption and Permanency Network helpline supervisor, effective Jan. 3, 2025
- **Alexis M. Sullivan**, special education teacher, effective Oct. 24, 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 Slade Shreck, second by Lauren Hackenburg.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

6.2 Part-Time Personnel

New Employee - Non-Instructional

- **Tiffany Winder**, nutrition aide/custodian, at an hourly rate of \$13, effective Aug. 19, 2024 (contingent upon receipt of required clearances)

Resignations

- **Daniela E. Lauga-Rodriguez**, Migrant Education after-school instructor, effective Aug. 2, 2024
- **Soniris Arroyo**, Migrant Education student support specialist, effective July 11, 2024

Motion to approve part-time personnel recommendations as presented.

Motion by Slade Shreck, second by Lauren Hackenburg.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

6.3 Substitute Personnel

Directors were asked to approve substitute personnel to work in CSIU classrooms and programs for the 2024-25 school year.

Substitute Teachers

Shari Benick	Nicole Maresca
Heidi Bowen	Carolyn McSween
Glenn Lamar Bruckhart	Linda Meckley
Lorri Bruckhart	Justis Miller
Meghan Bussey	Alexander Moore
Tara Bussey	Jade Neitz
Jessep Caravella	Rita Palasek
Jennifer DiLossi	Frank Passanati
Brenda Fischer-Dennehy	Drew Potts
Brooke Erdley	Maureen Pugh
Maurice Todd Geary	Grace Purcell
Carol Gentilucci	Audra Renner
Kathryn Gill	Greg Robinson
Holly Greiner	Seth Rohrbach
David Gronsky	Ashley Rumph
Aspen Hall	Bronwen Sanders
Cadence Hepworth	Daniel Snyder
Chase Higgins	Edythe Sonder
Alison Horne	Maria Southerton
Mark Ilgenfritz	Sheldon Winnick
Joseph Kissell	Marty Wise
Susan Kramer	Rachel Yoder
Eric Light	
Connie Lilley	

Substitute Aides

Christine Bredbenner	Alyssa Mitchell
Anna DiLossi	Kelly Saul-Bromwell
Robert Horne	Linda Saxton
Lori Klinger	Jamie Wagner
Lorraine Marcheski	

Motion to approve substitute personnel recommendations as presented.

Motion by Slade Shreck, second by Lauren Hackenburg.

Final Resolution: Motion passed unanimously.

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

David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

6.4 Community Care Agreement

Directors were asked to approve a Corporate Integrity Agreement notification to Community Care required to be approved every three years to promote compliance with the statutes, regulations and written directives of Medicare, Medicaid and all other Federal healthcare programs (as defined in 42 U.S.C. § 1320a-7b(f) Federal health care program requirements), as they may apply to the provision of Non-Acute Partial Mental Health services provided by CSIU.

Motion to approve a Corporate Integrity Agreement notification to Community Care as presented.

Motion by Slade Shreck, second by Lauren Hackenburg.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

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

7.1 Engineering/Architect Services Contract

Administration recommended approval of a contract with HUNT Engineers, Architects & Surveyors, Towanda, Pa., to provide engineering, design and permitting services to renovate Watsontown Children's Center, which will include HVAC, walls to separate programs and replacement windows, at a cost not to exceed \$140,000. Funds for this contract are available in the capital reserve budget.

Directors are also asked to approve the authorization of the executive director to approve any change orders that may occur up to a cumulative amount of \$14,000.

Administration will provide any change orders for board review.

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

Motion by William Brecker, second by Terry Boonie.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

7.2 Willow Playworks Playground Equipment Purchase

Directors were asked to approve a cost increase for the purchase of playground equipment and installation, mulch, stone base and plastic borders for the Watsontown Children's Center, at a cost of \$64,230 from Willow Playworks, a COSTARS vendor. The Executive Committee approved this purchase in July in the amount of \$53,035. Funds for this purchase are available in the capital reserve budget.

Motion to approve cost increase for purchase/installation of playground equipment as presented.

Motion by William Brecker, second by Terry Boonie.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

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

8.1 Board Policy Revisions (Attachments)

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

Revised Policies:

222	Tobacco and Vaping Products (Pupils)
227	Controlled Substances/Paraphernalia
323	Tobacco and Vaping Products (Employees)
333	Professional Development
351	Controlled Substance Abuse
707	Use of Intermediate Unit Facilities

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

Motion by Slade Shreck, second by William Pasukinis.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

8.2 Board Policy - Mandated Review (Attachment)

In compliance with Pennsylvania School Code, Title 24 P.S. Education § 13-1303.1-C, which mandates that each school entity shall review its policy relating to bullying every three (3) years, policy #249 Bullying/Cyberbullying has been reviewed. No changes were recommended at this time.

9. UNFINISHED BUSINESS

None.

10. NEW BUSINESS

None.

11. EDUCATIONAL PROGRAM MATTERS

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

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

- Head Start/Early Head Start Monthly Reports for May and June 2024
- Head Start/Early Head Start Year 4 Continuation Application: 2024-25

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

Motion by Terry Boonie, second by Susan Myers.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

11.2 Pre-K Counts Flexible Instruction Plan (Attachment)

Directors were asked to approve the Pre-K Counts Flexible Instruction Plan for the 2024-25 school year.

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

Motion by Terry Boonie, second by Susan Myers.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

11.3 Educational Sign Language Interpreter and Communication Facilitator Contracts

Directors were asked to approve a contract with Interprettek, Bloomsburg, for an educational sign language interpreter, at a rate of \$60 per hour, for a CSIU deaf/hearing impaired support program, effective July 1, 2024 to June 30, 2025.

Funds for these contracts are available in the special education budget.

Motion to approve a contract with Interprettek as presented.

Motion by Terry Boonie, second by Susan Myers.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

11.4 Purchase of Replacement Classroom Doors

Directors were asked to approve the purchase and installation of five single classroom doors and one annex door at St. Joseph School, at a cost not to exceed \$57,833.57, from Lobar Associates Construction, a subcontractor through Gordian, a KPN vendor. Funds for this purchase are available from a School Safety and Security Committee grant within the Pennsylvania Commission on Crime and Delinquency awarded to St. Joseph School and managed by the CSIU.

Motion to approve the purchase of replacement classroom doors for St. Joseph School as presented.

Motion by Terry Boonie, second by Susan Myers.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

11.5 Purchase of Digital Portable Two-Way Radios

Directors were asked to approve the purchase of 39 Motorola digital portable two-way radios for Meadowbrook Christian School, at a cost of \$24,600.70, from Keystone Communications, Northumberland, Pa. Funds for this purchase are available from a School Safety and Security Committee grant within the Pennsylvania Commission on Crime and Delinquency (PCCD) awarded to Meadowbrook Christian School and managed by the CSIU.

Price quotes were obtained from three qualified sources as per CSIU Policy 626.

Motion to approve the purchase of digital portable two-way radios for Meadowbrook Christian School as presented.

Motion by Terry Boonie, second by Susan Myers.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

11.6 2024-25 CSIU Health and Safety Plan Submission (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 *2024-25 CSIU Health and Safety Plan*. Upon approval, the *2024-25 CSIU Health and Safety Plan* will satisfy the federal requirement of reviewing and approving the health and safety plan every six months.

Motion to review and approve the 2024-25 CSIU Health and Safety Plan submission request as presented.

Motion by Terry Boonie, second by Susan Myers.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

12. ADMINISTRATIVE MATTERS

None.

13. ADMINISTRATIVE REPORTS

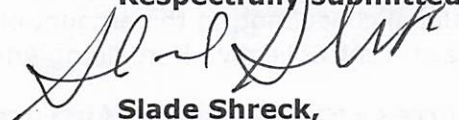
13.1 Executive Leadership - Dr. John Kurelja, Executive Director

14. ADJOURNMENT

14.1 Adjourn Meeting

President Rhoads adjourned the meeting at 8:09 p.m.

Respectfully submitted,



**Slade Shreck,
Board Secretary**



**Amy Pfleegor,
Board Recording Secretary**

15. INFORMATION ONLY

15.1 Education Service Agreements

The CSIU has signed Education Service Agreements with Mifflinburg Area, Muncy Area and Warrior Run School Districts for the 2024-25 school year. At the request of the local districts, the CSIU will provide educational services to a residential treatment facility located in each district's region.

The CSIU agrees to reimburse each district for services provided for oversight of special education.

This agreement will remain in effect unless terminated by either party no later than April 1 of the current school year.

15.2 No-Cost Classroom User Agreements (Attachments)

The CSIU utilizes classroom space in several districts on an as-needed and as-available basis. Classroom space is needed and available at no cost to the CSIU during the 2024-25 school year in the Central Columbia and Shikellamy School Districts. The space is needed for school-age special education programs.

These agreements will remain in effect until June 30, 2025, with the deadline of March 31, 2025 to determine if the agreements will be renewed.

15.3 Amendment to Geisinger Medical Center Education Program Agreement

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 fully fund the position in the amount of \$81,089 for the 2024-25 school year, up to and including Sept. 4, 2025.

15.4 Human Resources - Stipend Payment

The executive director authorized the following:

- per pay stipend payments to **Brian N. Linaburg**, data analytics, research and system educational consultant, in the amount of \$1,500 for National Board Certification as per the current Collective Bargaining Agreement

15.5 Human Resources - Staff Leaves of Absence

Paid Leaves of Absence

- **Kaitlyn M. Hock**, educational consultant from Aug. 6, 2024, to Nov. 18, 2024
- **Jan A. Scherer**, Statewide Adoption and Permanency Network helpline supervisor from Aug. 21, 2024 to Sept. 6, 2024

Paid/Unpaid Leaves of Absence

- **Teresita G. Brosious**, instructional support program assistant, intermittently from Aug. 16, 2024 to Aug. 15, 2025
- **Mary A. Morgan**, Head Start senior assistant, intermittently from July 15, 2024 to July 14, 2025
- **Tara L. Slyman**, speech therapist, from Aug. 6, 2024 to Jan. 31, 2025

Unpaid Leave of Absence

- **Shane Kelly**, adult basic education instructor, from July 20, 2024, to July 19, 2025

Return from Paid Leave of Absence

- **William L. Simpson**, educational program supervisor, effective July 18, 2024

Return from Unpaid Leave of Absence

- **Kristin L. Peterman**, food and educational program administrative assistant, effective July 9, 2024

15.6 Human Resources - Completion of New Employee Probationary Periods

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

- **Emilie E. DiGiacomo**, Early Intervention instructional support program assistant, effective July 1, 2024
- **Precious-Anastasia D. Maria-Rios**, programmer analyst, effective June 10, 2024
- **Tara Persun**, Head Start assistant instructor, effective June 10, 2024

15.7 Administration – Staff Travel

Shileste Morris, chief programs officer, attended the ***Education Research & Development Institute (ERDI) Summer Institute 2024*** on July 7-10, 2024 in Salt Lake City, Utah. While there, she participated in professional development and networking opportunities for education leaders and innovative solution providers. Funds for estimated expenses in the amount of \$850 were available in the Center for Schools and Communities budget.

Tanya Dynda, instructional technology support specialist, attended the ***Teacher STEM Bootcamp*** on July 15-18, 2024 in Colorado Springs, Colo. While there, she learned about the Innovation Center of St. Vrain Schools and how their STEM to career pathway system is designed. She also received professional development training from the NASA Challenger Center to help develop the path of the DegenSTEAM Academy. Funds for estimated expenses in the amount of \$2,630 were available in the ARC grant.

Laura Saccente, Center for Schools and Communities assistant director, attended the ***Association of Educational Service Agencies (AESA) Summer Leadership Conference*** on July 16-18, 2024 in New Haven, Conn. While there, she participated in professional development with a concentration on Artificial Intelligence. Funds for estimated expenses in the amount of \$1,505 were available in the Center for Schools and Communities budget.

Nicole Lady, Migrant technology training specialist, attended ***Web-based MIS2000 platform training*** on August 12-14, 2024 at Northwest Tri-County Intermediate Unit, Edinboro, Pa. While there, she provided hands-on training to staff on the new Web MIS2000 program and data related requirements. Funds for estimated expenses in the amount of \$817.96 were available in the Migrant state support budget.

Brian Snyder, chief financial and operations officer, and **John Wargo**, director of technology, will attend the ***Association of School Business (ASBO) International Annual Conference & Expo*** on Sept. 18-20, 2024 in Nashville, Tenn. While there, they will participate in professional development and networking opportunities, including promoting the Keystone Purchasing Network and PEPPM programs. Funds for estimated expenses in the amount of \$2,722 and \$2,694, respectively, are available in the finance, human resources and cybersecurity budgets.

15.8 Fiscal Communications

July 1, 2024, an email from Michele Ametrano-Warford (Division Chief – Pennsylvania Department of Education, Bureau of Management Services) notifying CSIU of the approved Purchase Order for 21st Century Technology and Support Services. PO #400028291 is in the amount of \$999,933 for the period of July 1, 2024 through June 30, 2025.

July 1, 2024, an email from Grant Solutions notifying CSIU of the cost-of-living adjustment (COLA) for Grant #03CH011898-04-02 – Head Start and Early Head Start. This action awards an increase of \$91,274 for program operations, increasing the total award to \$4,024,313 for the period of Dec. 1, 2023 through Nov. 30, 2024.

July 2, 2024, an email from Kyle Petry (Fiscal Management Specialist 1 – Pennsylvania Department of Education, Division of Student Services) notifying CSIU of the Federal Award Letter for the 2024-25 Migrant Education Program. The award is in the amount of \$1,776,612

for the period of July 1, 2024 through June 30, 2025.

July 2, 2024, an email from the Tuscarora Intermediate Unit #11 notifying CSIU of the Professional Services Agreement for services related to the Early Intervention Verification Tool. This agreement is in the amount of \$201,145 for the period of July 1, 2024 through June 30, 2025.

July 5, 2024, an email from Paula Schmitt (Director – PaTTAN West) notifying CSIU of the 2024-26 Developing Future Special Educators Grant. This award is in the amount of \$19,999 for the period of July 1, 2024 through June 30, 2026.

July 12, 2024, an email from Carmen M. Medina (Division Chief – Pennsylvania Department of Education, Division of Student Services) notifying CSIU of the 2024-25 state funding allocations for Migrant Services. The Childcare Services Grant is in the amount of \$69,266, and the Summer Services Grant is in the amount of \$51,733, both for the period of July 1, 2024 through June 30, 2025.

July 15, 2024, an email from Fianne van Schaaik (Basic Education Associate 2 – Pennsylvania Department of Education, School Services Office) notifying CSIU of the 2024-25 Act 89 Services allocation of \$1,693,990.66. This allocation is for the period of July 1, 2024 through June 30, 2025.

July 16, 2024, an email from Carmen M. Medina (Division Chief – Pennsylvania Department of Education, Division of Student Services) notifying CSIU of the 2024-25 Refugee School Impact Program Grant. FC #4100091895A is in the amount of \$198,282 for the period of Oct. 1, 2024 through Sept. 30, 2025.

July 18, 2024, an email from Michele Ametrano-Warford (Division Chief – Pennsylvania Department of Education, Bureau of Management Services) notifying CSIU of Purchase Order for 2024-25 ELECT Evaluation Services. PO #4300822314 is in the amount of \$75,363.42 for the period of July 1, 2024 through June 30, 2025, and replaces PO #4300807049.

July 31, 2024, an email from James L. Towse (Basic Education Associate II – Pennsylvania Department of Education, Bureau of School Support) notifying CSIU of the approved allocation for the Operation of Youth Development Center (YDC) at North Central Secure Treatment Center. This allocation is in the amount of \$2,639,153 for the period of July 1, 2024 through June 30, 2025.