

CENTRAL SUSQUEHANNA INTERMEDIATE UNIT BOARD OF DIRECTORS
MINUTES OF THE MONTHLY REGULAR MEETING
Wednesday, November 20, 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
 Technology/Marketplace 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: 14; Directors absent: 3

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	
Dr. John (Jove) Graham	Lewisburg 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, Vice President	Shikellamy	X	
Dr. Alvin Weaver, Secretary	Milton Area	X	

1.4 Announcements

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

President Rhoads called an executive session after the meeting to discuss a potential real estate matter.

1.5 Recognition of Guests and Opportunity for Public Comment

Bernadette Boerckel, Chief Outreach Officer
 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
 Lyndi Hertzler, Client Solutions Manager
 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
 Rosie Rhoads, Wife of CSIU Board President
 Amy Pfleegor, Executive Office Manager/Board Recording Secretary
 Todd Roney, Director of Computer Services
 Laura Saccente, Center for Schools and Communities Assistant Director
 Eric Shearer, Telecommunications Technology Network Coordinator
 Brian Snyder, Chief Financial and Operations Officer

1.6 Approval of Minutes (Attachment)

Directors were asked to approve the minutes of the CSIU Board of Directors meeting held on Wednesday, Oct. 16, 2024.

Motion to approve the minutes of the meeting held on Wednesday, Oct. 16, 2024 as presented.

Motion by Slade Shreck, second by Thomas Eberhart.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, John Graham, Lauren Hackenburg, David Hess, Jonathan Jones, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

1.7 Spotlight Segment

Jared Lehman, chief innovation officer, introduced **Lyndi Hertzler**, client solutions manager, and **Todd Roney**, director of computer services, who shared information about the computer services department with directors. They discussed services provided to local districts and statewide LEAs, including two student information systems and a financial information system currently used by more than 300 LEAs across the state.

2. BOARD GOVERNANCE

2.1 Mail Ballot for 2025 CSIU Director Elections and Budget Approval

Directors were asked to approve the notification to member districts for the 2025 election of CSIU directors and approval of the CSIU's 2025-26 General Operating Budget be conducted by mail ballot and to advise member districts that, according to state law, they may petition the CSIU Board to hold a convention for such purposes. However, a majority of districts (nine) must do so before Feb. 1, 2025.

Director Elections: Six current terms on the CSIU Board of Directors end June 30, 2025. Those district boards will be eligible in the spring to nominate a director to a three-year term on the CSIU Board from July 1, 2025 through June 30, 2028.

- Benton Area
- Line Mountain
- Millville Area

- Mount Carmel Area
- Southern Columbia Area
- Warrior Run

Budget Approval: The chief financial and operations officer has recommended the following timeline for completion of current-year budget revisions and development of the proposed 2025-26 General Operating Budget (GOB).

November–December 2024: Current-year 2024-25 budget projections are revised, and 2025-26 budget requests are developed by program and business office staff.

Dec. 18, 2024: Proposed GOB is reviewed with Board Finance Committee.

Jan. 15, 2025: Proposed GOB is reviewed with CSIU directors and presented for consideration of initial approval and release to districts.

Feb. 3–April 4, 2025: Upon approval by CSIU directors, proposed GOB is considered by member district boards of directors.

April 16, 2025: Upon approval by a majority of member district boards of directors, proposed GOB is presented for final adoption by CSIU board.

April 30, 2025: Given all of the above, GOB is submitted to PA Department of Education, as required by law.

Motion to approve the mail ballot for 2025 CSIU director elections and budget development approval as presented.

Motion by Alvin Weaver, second by Brianna Maciejewski.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, John Graham, Lauren Hackenburg, David Hess, Jonathan Jones, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

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

3.1 Monthly Financial Statements for October 2024 (Attachments)

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

Motion by Lauren Hackenburg, second by Brenda Post.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, John Graham, Lauren Hackenburg, David Hess, Jonathan Jones, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

3.2 Insurance Policy Renewals (Attachment)

Administration recommended approval of the CSIU insurance policy renewals, effective, Dec. 1, 2024 through Nov. 30, 2025 at a total cost of \$220,557 (an increase of \$35,811 or 19.38 percent from 2023-24). A comprehensive list of policies, companies and costs is provided.

Motion to approve a renewal of the CSIU's insurance policies as presented.

Motion by Lauren Hackenburg, second by Brenda Post.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, John Graham, Lauren Hackenburg, David Hess, Jonathan Jones, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

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

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 for the 2025-26 purchasing cycle.

KPN Definite Quantity Line Item Bids, Copy Paper (February 2025 Delivery)

Category to:

- Staples, Inc., Bristol, Pa., total sales volume \$103,069.42
- Veritiv Operating Company, Jacksonville, Fla., total sales volume \$161,472.70

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

Motion by Jonathan Jones, second by Terry Boonie.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, John Graham, Lauren Hackenburg, David Hess, Jonathan Jones, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

4.2 Keystone Purchasing Network (KPN) Contract Extensions (Attachment)

Directors were asked to approve the following KPN JOC program consultant and contractor extensions and KPN category contract extensions.

- KPN JOC Program Consultant Services through Feb. 28, 2026
- KPN JOC Contractor extensions through Dec. 31, 2025
- KPN Contract Extensions A through Feb. 28, 2026
- KPN Contract Extensions B through Dec. 31, 2025

Motion to approve KPN Job Order Contracting (JOC) program consultant extension, JOC contractor extensions and KPN contract extensions as presented.

Motion by Jonathan Jones, second by Terry Boonie.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, John Graham, Lauren Hackenburg, David Hess, Jonathan Jones, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

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

5.1 Full-Time Personnel

New Employee – Instructional Staff

- **Krystan J. Kytte**, Berwick, received a master's degree from Misericordia University, Dallas. She has been employed as an occupational therapist with Amergis Staffing, Harrisburg. Ms. Kytte is recommended as an **occupational therapist** at the master's step 2 classification, effective Jan. 2, 2025 (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 Early Intervention budget.

New Employees – Non-Instructional Staff

- **Kristen Brouse**, Turbotville, received an associate degree from McCann School of Business and Technology, Sunbury. She has been employed as a waitress with Turbotville Public House, and previously was employed as a paraprofessional with Warrior Run Area School District, Turbotville. Ms. Brouse is recommended as a **non-traditional education support para-educator** at an hourly rate of \$16.50 (\$22,893.75 annually), effective Nov. 21, 2024 (contingent upon receipt of required clearances). Funds for this new position are available in the IMPACT AWARE grant budget.
- **Suzanne Cavataio**, Mechanicsburg, received a bachelor's degree from the University of Pittsburgh. She has been employed as an administrative support professional with Central Pennsylvania Youth Ballet, Carlisle. Ms. Cavataio is recommended as a **Center for Schools and Communities fiscal specialist** at an hourly rate of \$27 (\$52,650 annually), effective Dec. 2, 2024 (contingent upon receipt of required clearances). Funds for this replacement position are available in the CSC budget.
- **Celestial L. Klinger**, Watsontown, received a bachelor's degree from Liberty University, Lynchburg, Va. She has been employed as a paraprofessional with Warrior Run Area School District, Turbotville. Ms. Klinger is recommended as an **Early Intervention instructional support program assistant** at an hourly rate of \$19.50 (\$27,056.25 annually), effective Nov. 21, 2024 (contingent upon receipt of required clearances). Funds for this new position are available in the Early Intervention budget.
- **Katherine Laughlin**, Camp Hill, received a bachelor's degree from Susquehanna University, Selinsgrove. She has been employed as a part-time associate with Wegmans, Mechanicsburg. Ms. Laughlin is recommended as a **Center for Schools and Communities executive assistant** at an annual salary of \$53,000, effective Dec. 9, 2024 (contingent upon receipt of required clearances). Funds for this replacement position are available in the CSC budget.
- **Serenity Lopez**, Shamokin Dam, received a diploma from Selinsgrove Area High School. She has been employed as a cleaner with Dust Butlers, Northumberland. Ms. Lopez is recommended as a **Head Start assistant** at an hourly rate of \$13 (\$21,528 annually), effective Nov. 21, 2024 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Head Start budget.
- **Leslie Lozano**, York, received a master's degree from Lehman College, Bronx, N.Y. She has been employed as an adjunct professor with City University of New York Lehman College, Bronx, N.Y. Ms. Lozano is recommended as a **Migrant Education family engagement and special projects coordinator** at an annual salary of \$60,000, effective Nov. 21, 2024 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Migrant Education budget.
- **Arlyn A. Morales Barbosa**, Lebanon, received a diploma from the Pennsylvania Department of Education. She has been employed as a parent coordinator/recruiter/student support specialist with the PA Migrant Education Program, Lebanon. Ms. Morales Barbados is recommended as a **Migrant Education program project specialist** at an annual salary of \$52,500, effective Nov. 21, 2024 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Migrant Education budget.
- **Lorenza P. Perez**, Lancaster, received a bachelor's degree from Instituto Tecnológico Superior de Santiago Papasquiaro, Mexico. She has been employed as an administrative assistant with Millersville University. Ms. Perez is recommended as a **recruitment specialist** at an hourly rate of \$18.68 (\$36,426 annually), effective Nov. 21, 2024 (contingent upon receipt of required clearances). Funds for this new position are available in the Migrant Education budget.
- **Tressa A. Reiner**, Kulpmont, received a diploma from Mount Carmel Area High School. She has been employed as a patient companion at Geisinger Medical Center, Danville. Ms. Reiner is recommended as a **classroom assistant** at an hourly rate of \$13 (\$18,037.50 annually), effective Oct. 11, 2024 (contingent upon receipt of

required clearances). Funds for this replacement position are available in the special education budget.

- **Ayesha H. Spradley**, Harrisburg, received a master's degree from Temple University, Philadelphia. She has been employed as a PSADYN coordinator with JFC Staffing Agency, Camp Hill. Ms. Spradley is recommended as an **out-of-school-time professional learning and instruction coordinator**, at an annual salary of \$56,000, effective Nov. 21, 2024 (contingent upon receipt of required clearances). Funds for this replacement position are available in the CSC budget.
- **Amber Yost**, Muncy, received a diploma from Warrior Run Area High School, Turbotville. She has been employed as a direct support professional with UCP of Central PA, Selinsgrove. Ms. Yost is recommended as a **non-traditional education support para-educator** at an hourly rate of \$13.50 (\$18,731.25 annually), effective Nov. 21, 2024 (contingent upon receipt of required clearances). Funds for this new position are available in the IMPACT AWARE grant budget.

Position Transfers

- **Michelle L. Michaels**, from cooperative purchasing quality assurance program assistant at a current hourly rate of \$26.19 (\$51,070.50 annually) to **cooperative purchasing bidding specialist** at an hourly rate of \$28.21 (\$55,009.50 annually), effective Nov. 21, 2024
- **Maxwell Wright**, from behavior intervention assistant at a current hourly rate of \$20.15 (\$27,958.13 annually) to **special education teacher** at an annual salary of \$51,949, which is the bachelor's step 1 of the current Collective Bargaining Agreement, effective Nov. 4, 2024 (contingent upon PDE approval of Type 01 Emergency Permit)

Changes in Start Dates

- **Richard J. Donahoe**, programmer analyst, from Oct. 17, 2024 to Oct. 29, 2024
- **Shalyn Rager**, classroom assistant from Oct. 1, 2024 to Oct. 7, 2024

Rescinded Acceptance of Job Offer

- **Justin Sharp** rescinded his acceptance of the special education teacher position approved at the October board meeting.

Resignations

- **Lisa M. Abdill**, Early Intervention instructional assistant, effective Oct. 18, 2024
- **Priscilla Cruz**, recruitment specialist, effective Oct. 17, 2024
- **Edith R. Jacdong**, classroom assistant, effective Oct. 28, 2024
- **Drewanne Kline**, family support project specialist, effective Oct. 25, 2024
- **Abigail McKee**, Head Start assistant, effective Nov. 8, 2024
- **Brandi L. Miller**, special education teacher, effective Dec. 23, 2024
- **Diane Peoples**, classroom assistant, effective Oct. 18, 2024

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

Retirements

- **Melanie J. Haas**, adult education instructor/volunteer classroom aide coordinator, effective Dec. 30, 2024
- **Melissa A. Fisher**, reading/resource teacher, effective June 30, 2025
- **Tammy L. McCarthy**, alternative education teacher, effective June 30, 2025

*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 Brianna Maciejewski.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, John Graham, Lauren Hackenburg, David Hess, Jonathan Jones, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

5.2 Part-Time Personnel

New Employee – Non-Instructional Staff

- **Jennifer Germosen**, Migrant Education student support specialist, at an hourly rate of \$18.68, effective Nov. 21, 2024 (contingent upon receipt of required clearances)

Resignations

- **Manisha Adhikari**, Migrant Education student support specialist, effective Oct. 16, 2024
- **Andrew W. Monger**, driver/safety education instructor, effective Nov. 1, 2024 (part-time position only)

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

Rescinded Job Offers

- **Lizsha Banks**, CSIU rescinded the job offer for the Migrant Education recruiter position, which was approved at the September board meeting.
- **Yadira Pena**, CSIU rescinded the job offer for the Migrant Education recruiter position, which was approved at the October board meeting.

Motion to approve part-time personnel recommendations as presented.

Motion by Slade Shreck, second by Brianna Maciejewski.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, John Graham, Lauren Hackenburg, David Hess, Jonathan Jones, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

5.3 Substitute Personnel

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

Substitute Teachers

Timothy Horne

Kristie Startzel

Kelsy Vance

Substitute Aides

Vito Brunetti

Abigail McKee

Motion to approve the substitute personnel recommendations as presented.

Motion by Slade Shreck, second by Brianna Maciejewski.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, John Graham, Lauren Hackenburg, David Hess, Jonathan Jones, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

5.4 Memorandum of Agreement (MOA) – Central Susquehanna Intermediate Unit Education Association (CSIUEA) (Attachment)

Directors were asked to approve a Memorandum of Agreement with the Central Susquehanna Intermediate Unit Education Association and the Central Susquehanna

Intermediate Unit regarding the creation of a voluntary Paraprofessional to Teacher Mentorship Program through Bloomboard and Point Park University.

Motion to approve a MOA with the CSIUEA and CSIU as presented.

Motion by Slade Shreck, second by Brianna Maciejewski.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, John Graham, Lauren Hackenburg, David Hess, Jonathan Jones, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

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

No report.

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

7.1 Board Policy Revisions – Second Reading/Adoption (Attachment)

The policy listed below was presented for second reading and adoption. It has been reviewed and approved by the Board Policy Committee, executive director, senior leaders and legal counsel.

Revised Policy:

805.2 School Security Personnel

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

Motion by Slade Shreck, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, John Graham, Lauren Hackenburg, David Hess, Jonathan Jones, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

7.2 New Board Policies – 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, senior leaders and legal counsel.

New Board Policies:

103.2 Non-Discrimination Based on Sex Under Title IX Beginning August 1, 2024 for Students

103.2 Attachment: Incident Report Form

104.1 Non-Discrimination Based on Sex Under Title IX Beginning August 1, 2024 for Employees

and Non-Student Complaints

104.1 Attachment: Incident Report Form

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

Motion by Slade Shreck, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, John Graham, Lauren Hackenburg, David Hess, Jonathan Jones, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

8. UNFINISHED BUSINESS

None.

9. NEW BUSINESS

None.

10. EDUCATIONAL PROGRAM MATTERS

10.1 Student Transportation

Directors were asked to approve the following items for the Early Childhood Education program:

- a school bus and van driver contracted with Rohrer Bus Service, Nicholas Hartranft, for the 2024-25 school year
- a three-year contract with Rohrer Bus Service to provide transportation for school students designated by the CSIU through the 2026-27 school year

Motion to approve student transportation items as presented.

Motion by Thomas Eberhart, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, John Graham, Lauren Hackenburg, David Hess, Jonathan Jones, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

10.2 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 were presented for approval.

- Head Start/Early Head Start Monthly Report for September 2024
- Program Information Report (PIR) - Summary Report 2024 Grant Level

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

Motion by Thomas Eberhart, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, John Graham, Lauren Hackenburg, David Hess, Jonathan Jones, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

11. ADMINISTRATIVE MATTERS

11.1 Department of Community and Economic Development (DCED) Resolution (Attachment)

Directors were asked to approve a Resolution to authorize Executive Director and Chief Financial and Operations Officer to sign, on behalf of the CSIU, any and all contracts, agreements, grants and/or licenses with DCED, effective November 20, 2024.

Directors were also asked to consent to the use of electronic signatures by the Executive Director and Chief Financial and Operations Officer to access DCED's e-grant system obtained via Keystone Login, binding the CSIU to comply with the terms of any and all contracts, agreements and/or grants.

Motion to approve a DCED Resolution as presented.

Motion by Slade Shreck, second by Terry Boonie.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, John Graham, Lauren Hackenburg, David Hess, Jonathan Jones, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

12. ADMINISTRATIVE REPORTS

12.1 Executive Leadership - Dr. John Kurelja, Executive Director**13. ADJOURNMENT****13.1 Adjourn Meeting**

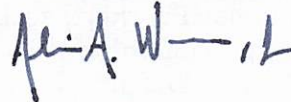
President Rhoads asked if there was any further action to come before the board. There was none.

President Rhoads called an executive session following adjournment to discuss a potential real estate matter.

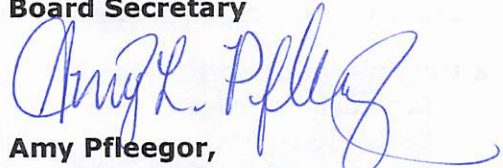
President Rhoads adjourned the meeting at 7:50 p.m.

The executive session began at 7:53 p.m. and ended at 8:07 p.m.

Respectfully submitted,



**Alvin Weaver,
Board Secretary**



**Amy Pfleegor,
Board Recording Secretary**

14. INFORMATION ONLY

14.1 Human Resources – Stipend Payments

The executive director authorized the following:

- per pay stipend payments to **Kayla Lentz**, board-certified behavioral analyst, in the amount of \$1,500 for National Board Certification as per the current Collective Bargaining Agreement; and
- individual stipend payments in the amount of \$1,250 to the following employees who will serve as mentor teachers during the 2024-25 school year:
 - **Jeannie M. Carroll**, teacher of deaf/hard of hearing
 - **Joan C. Hauck**, speech therapist
 - **Joanna R. Race**, Pre-K Counts teacher
 - **Ernest R. Wright**, Corrections Education teacher

14.2 Human Resources – Staff Leaves of Absences

Paid Leaves of Absence

- **Lees M. Chevere**, Migrant Education student support and recruitment coordinator, from Sept. 30, 2024, to Oct. 20, 2024
- **Hillary L. Haddon**, family education program manager, from Nov. 20, 2024 to Jan. 6, 2025
- **Dawn M. Reed**, client support specialist, from Nov. 19, 2024, to Dec. 31, 2024
- **Mandy L. Rothermel**, human resources manager, from Nov. 11, 2024, to Nov. 25, 2024
- **Victoria L. Waugh**, Corrections Education teacher, from Oct. 31, 2024, to Nov. 15, 2024

Paid/Unpaid Leave of Absence

- **Carly M. Legg**, speech therapist, from June 7, 2024 to Dec. 10, 2024

Return from Paid Leave of Absence

- **Lees M. Chevere**, Migrant Education student support and recruitment coordinator, effective Oct. 21, 2024

14.3 Human Resources – Completion of New Employee Probationary Periods

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

- **Garrett P. Bowers**, programmer analyst, effective Oct. 9, 2024
- **Kalicia Brungard**, Head Start/Early Head Start family and health team supervisor, effective Oct. 16, 2024
- **Gina Craven**, classroom associate, effective Oct. 24, 2024
- **Molly J. Cushing**, instructional support program assistant, effective Nov. 1, 2024
- **Zachariah A. Feerrar**, programmer analyst, effective Nov. 1, 2024
- **Mary Rose Latorre**, special education supervisor, effective Oct. 31, 2024
- **Kendra Orellana Diaz**, instructional support program assistant, effective Oct. 24, 2024

14.4 Administration – Staff Travel

Karen Shanoski, family support and community engagement director, attended the **Parents as Teachers International Conference** on Oct. 14-18, 2024 in San Diego, Calif. While there, she joined early childhood professionals in high-volume professional development, learned about the latest trends and innovations in home visiting, workshops and plenary panel discussions. Funds for estimated expenses in the amount of \$2,754.95 were available in the Parents as Teachers Training budget.

Karen Shanoski, family support and community engagement director, attended the **Children's Trust Fund Alliance 2024 Annual Membership Meeting** on Nov. 12-14, 2024 in Phoenix, Ariz. While there, she met with all state Children's Trust Fund offices to provide up-to-date practices information and refine policy priorities. Funds for estimated

expenses in the amount of \$2,789.95 were available in the Children's Trust Fund budget.

Matthew Butensky, youth development project manager, attended the **National Association for the Education of Homeless Children and Youth Conference** on Nov. 16-19, 2024 in Orlando, Fla. This conference was mandatory by the Pennsylvania Department of Education. While there, he was a conference presenter. Funds for estimated expenses in the amount of \$3,000 were available in the foster care support budget.

Mark Carollo, associate director of cooperative purchasing, and **Thomas Caruso**, director of cooperative purchasing, will attend the **Association of Educational Purchasing Agencies 2024 Regular Meeting** on Dec. 2-4, 2024 in Orlando, Fla. While there, they will attend a required meeting as a Pennsylvania member agency. Funds for estimated expenses in the amount of \$1,938 each are available in the joint purchasing budget.

Bernadette Boerckel, chief outreach officer, **Rae Ann Crispell**, chief administrative officer, **Kaitlyn Hall**, director of Early Childhood Education, **John Kurelja**, executive director; **Jared Lehman**, chief innovation officer; **Terri Locke**, director of special education and alternative placement; **Shileste Overton Morris**, chief programs officer; and **Anthony Serafini**, director professional development, training and consultation, will attend the **AESA 2024 Annual Conference** on Dec. 3-6, 2024 in Orlando, Fla. While there, they will participate in Part Two of the Disney Institute to learn about operational practices relating to customer service. They will also learn about the work of other educational service agencies and the issues impacting education in service centers and the school districts they serve. Funds for estimated expenses in the amount of \$2,791.58, \$2,410, \$2,252.30, \$3,235, \$3,115, \$2,690, \$3,644 and \$2,715, respectively, are available in the administration, joint purchasing, special education, Center for Schools and Communities and staff development budgets.

Jestine Myers, educational consultant, and **Nadeen Swab**, educational consultant, will attend the **National Conference for School Mental Health** on Dec. 4-7, 2024 in Orlando, Fla. While there, they will be presenters for a symposium with the Geisinger Bridge Clinic. Funds for estimated expenses in the amount of \$2,526 and \$2,426, respectively, Project Aware Impact Grant budget.

Paige Poticher, summer Electronic Benefit Transfer project specialist, will attend the **No Kid Hungry Summer Nutrition Summit** on Dec. 9-10, 2024 in Dallas, TX. While there, she will participate in collaborative discussions and learn about innovative ideas to help shape the future of summer nutrition programs. Funds for estimated expenses in the amount of \$1,940 are available in the Pandemic Electronic Benefit Transfer budget.

14.5 Fiscal Communications

Oct. 1, 2024, an email from Suma Raju (Procurement Specialist 2 – Pennsylvania Department of Education, Bureau of Management Services) notifying CSIU of funding for FY24 Refugee Summit Training. Purchase Order #4300824672 is in the amount of \$180,000.02 for the period of Oct. 1, 2024 through Sept. 30, 2025.

Oct. 8, 2024, an email from Michele Ametrano-Warford (Division Chief – Pennsylvania Department of Education, Bureau of Management Services) notifying CSIU of funding for FY24 Bipartisan Grant Service. Purchase Order #4300825782 is in the amount of \$561,590.78 for the period of Oct. 8, 2024 through June 30, 2025.

Oct. 9, 2024, a letter from Kevin Perkins (Vice President-Administration and Secretary/Treasurer – The Mott Foundation) notifying CSIU of additional funding for the Pennsylvania Statewide Afterschool Network. Grant #2019-05541 is increased by \$150,000, bringing the adjusted grant total to \$375,000. The grant period is extended through Sept. 30, 2026.