

**CENTRAL SUSQUEHANNA INTERMEDIATE UNIT BOARD OF DIRECTORS**  
**MINUTES OF THE REGULAR MONTHLY MEETING**  
**Wednesday, June 19, 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 7:03 p.m.

**1.2 Pledge of Allegiance**

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

<b>Director</b>	<b>District</b>	<b>Present</b>	<b>Absent</b>
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 Board President called an executive session after the meeting for School Safety and Security Coordinator, Rae Ann Crispell, to present the Annual School Safety Practices Report.

The next regular monthly meeting will begin at 7 p.m. on Wednesday, August 21, 2024 at the CSIU central office.

There is no July board meeting.

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

Bernadette Boerckel, Chief Outreach Officer  
 Marya Rivera Concepcion, Migrant Education Student Support Coordinator  
 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  
 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  
 Amy Pfleegor, Executive Office Manager/Board Recording Secretary  
 Lori Potutschnig, Site Manager for Migrant Education  
 Alanna Moreno, Migrant Education Graduate  
 Ida Ramirez, Mother of Alanna Ramirez  
 Manuel Ramirez, Father of Alanna Ramirez  
 Nashla Ramirez, Sister of Alanna Ramirez  
 Sebastian Ramirez, Brother of Alanna Ramirez  
 Laura Saccente, Center for Schools and Communities Assistant Director  
 Eric Shearer, Telecommunications Technology Network Coordinator  
 Brian Snyder, Chief Financial and Operations Officers  
 Renee Tate, EA Representative

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

Directors are asked to approve the minutes of the CSIU Board of Directors meeting held on Wednesday, May 15, 2024.

Motion to approve the minutes of the meeting held on Wednesday, May 15, 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, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

### **1.7 Spotlight Segment**

**Dr. Alan Hack**, Assistant Executive Director/Chief Academic Officer, introduced **Lori Potutschnig**, Site Manager for Migrant Education, and Alanna Ramirez, a recent graduate from Shikellamy School District. Ms. Ramirez participated in the Migrant Education Program and shared information about her personal experiences.

## **2. BOARD GOVERNANCE**

### **2.1 Board Reorganization**

Act 102 of 1970 requires intermediate unit directors to elect officers annually by July. In May, the board's Nominations Committee reported there was a full slate of candidates for the board offices and that additional nominations would be considered at the June meeting.



The committee presented the following slate of candidates for board officers, effective July 1, 2024 through June 30, 2025:

President - Bruce Rhoads (Central Columbia)  
 Vice President - Mary Ann Stanton (Lewisburg Area)  
 Secretary - Slade Shreck (Shikellamy)  
 Treasurer - Lauren Hackenburg (Line Mountain)

Motion to approve board officers as presented.

Motion by William Pasukinis, second by Terry Boonie.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

## 2.2 PSBA Voting Delegate

The CSIU is entitled to appoint a voting member to participate in the 2024 PSBA Delegate Assembly. This year's Assembly will be a hybrid event on Saturday, Nov. 2, 2024. Mr. Brecker served as the CSIU's representative from 2016 to 2020. Mr. Shreck served as the representative from 2021 to 2023.

Directors appointed **Mr. Slade Shreck** (Shikellamy School District) as the CSIU's representative to serve as the voting delegate.

Motion to approve a delegate to attend the 2024 PSBA Delegate Assembly as presented.

Motion by Terry Boonie, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

## 2.3 Susquehanna Education Foundation (SEF) – CSIU Board Representative

The SEF by-laws state that two members of the CSIU Board of Directors shall serve on the SEF Board.

In accordance with Article V of the SEF by-laws, directors were asked to approve the following:

- Re-election of member **Mr. Slade Shreck** (Shikellamy School District) to the SEF Board of Directors for a term of three (3) years beginning July 1, 2024 and ending on June 30, 2027

Motion to approve the CSIU Board of Directors' appointment to the SEF Board of Directors as presented.

Motion by Jonathan Jones, second by Brianna Maciejewski.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

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

### 3.1 Monthly Financial Statements for May 2024 (Attachments)

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

Motion by Terry Boonie, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

### **3.2 CSIU Revised 2023-24 and Proposed 2024-25 Programs and Services Budget (PSB) (Attachment)**

Directors were asked to approve revisions to the 2023-24 Programs and Services Budget of \$123.6 million and to approve the Proposed 2024-25 Programs and Services Budget of \$122.3 million.

Motion to approve the revisions to the 2023-24 Programs and Services Budget and to approve the proposed 2024-25 Programs and Services Budget as presented.

Motion by Terry Boonie, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

### **3.3 Transfer of Funds**

Administration recommended the transfer of \$1,000,000 from the fiscal year 2023-24 general fund balance to the capital reserve fund, effective June 30, 2024. The capital reserve funds will be used in accordance with the Pa. Municipal Code for projects and deferred maintenance needs.

Motion to approve the transfer of funds in the amount of \$1,000,000 from the general fund balance to the capital reserve fund as presented.

Motion by Terry Boonie, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

### **3.4 Authorization for Banking Transactions (Attachment)**

According to board policy, directors annually must authorize staff to make banking transactions, such as depositing funds, making investment transactions, transferring funds between accounts, signing stop-payment and certified check authorizations, and initiating debits for payments to PSERS and other government agencies. Directors were asked to name the following staff as authorized agents of the Board for conducting such transactions during the 2024-25 fiscal year:

John Kurelja, Executive Director  
Brian Snyder, Chief Financial and Operations Officer  
Kevin Kilgus, Director of Financial Services  
Jennifer Gardner, Grants and Accounting Manager  
Holly Thomas, Business Office Supervisor  
Ellen Wilhour, Payroll Supervisor  
Vera Betz, Accounts Receivable Specialist  
Tammy Boyer, Purchasing Specialist



The board president, secretary and treasurer, whose signatures appear on all checks, are responsible for disbursement of funds.

Motion to authorize staff to make bank transactions during the 2024-25 fiscal year as presented.

Motion by Terry Boonie, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

### **3.5 Depositories**

Directors were asked to authorize the following financial institutions as CSIU depositories for the 2024-25 fiscal year:

- First National Bank
- Pennsylvania Local Government Investment Trust (PLGIT)
- Pennsylvania School District Liquid Asset Fund (PSDLAF)

Motion to approve the 2024-25 depositories as presented.

Motion by Terry Boonie, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

### **3.6 Worker's Compensation**

Administration recommended approving the 2024-25 Workers' Compensation Insurance Policy with Key Risk Insurance, Greensboro, N.C., through the brokerage firm of Engle-Hambright & Davis, Inc. of Wyomissing, Pa. The maximum cost of the insurance is \$218,346, based on an estimated payroll of \$36,500,000. However, this is a dividend-eligible program providing an opportunity for additional savings.

Motion to approve the 2024-25 Workers' Compensation Insurance Policy with Key Risk Insurance as presented.

Motion by Terry Boonie, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

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

### **4.1 PEPPM 2024 Marketplace Bid Award (Attachment)**

Directors were asked to approve the PEPPM Marketplace bid award to Amazon.com Services LLC dba AmazonBusiness. This contract will have an effective date of July 1, 2024 and will be valid through June 30, 2027.

Motion to approve the PEPPM 2024 Marketplace Bid award as presented.

Motion by Thomas Eberhart, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce



Rhoads, Slade Shreck, Mary Ann Stanton

#### 4.2 State Joint Purchasing Agreement Amendment (Attachments)

Directors were asked to approve a two-year extension amendment to the State Joint Purchasing Agreement between the CSIU and the Pennsylvania Department of Education (PDE), effective Jan. 1, 2025 through Dec. 31, 2026. Under this Agreement, the CSIU, through its PEPPM program, manages the statewide technology bidding and purchasing process on behalf of PDE for the procurement of technology products, equipment, software, peripherals and supplies. For the purpose of E-rate filings by eligible LEAs, this Agreement shall be considered a "Master Contract."

Motion to approve an amendment to the State Joint Purchasing Agreement as presented.

Motion by Thomas Eberhart, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

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

#### 5.1 Full-Time Personnel

##### New Employee – Instructional Staff

- **Madeline L. Davis**, Shippensburg, received a master's degree from Lancaster Bible College. She has been employed as a mental health professional with Emerge Counseling Ministries, Mechanicsburg. Ms. Davis is recommended as a **licensed school social worker** at the master's step 1 classification, effective Aug. 6, 2024 (contingent upon receipt of required clearances), at an annual salary of \$53,870, according to the terms of the Collective Bargaining Agreement. Funds for this replacement position are available in the special education budget.
- **Amanda Kling**, Montoursville, received a master's degree from Marywood University, Scranton. She has been employed as a school-based outpatient therapist with CMSU Behavioral Health and Developmental Services, Danville. Ms. Kling is recommended as a **licensed clinical social worker** at the master's +45 step 10 classification, effective Aug. 6, 2024 (contingent upon receipt of required clearances), at an annual salary of \$73,184, according to the terms of the Collective Bargaining Agreement. Funds for this new position are available in the special education budget.
- **Kayla S. Lentz**, Montoursville, received a master's degree from Arizona State University, Tempe. She has been employed as a board certified behavioral analyst with Siskin Children's Institute, Chattanooga, Tenn. Ms. Lentz is recommended as a **board certified behavioral analyst** at the master's step 5 classification, effective Aug. 6, 2024 (contingent upon receipt of required clearances), at an annual salary of \$60,273, according to the terms of the Collective Bargaining Agreement. Funds for this new position are available in the special education budget.
- **Jennifer Russo**, Sunbury, received a master's degree from Bloomsburg University. She has been employed as a daycare aide with the Greater Susquehanna Valley YMCA, Sunbury. Ms. Russo is recommended as a **speech therapist** at the master's step 1 classification, effective Aug. 6, 2024 (contingent upon receipt of required clearances, licensure, and PDE approval of certification), at an annual salary of \$53,870, 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

- **Korinne Day**, Mount Wolf, received a bachelor's degree from Lock Haven University. She has been employed as a lead counselor with White Deer Run, York. Ms. Day is recommended as a **safe schools coordinator** at an annual salary of \$55,000,

effective July 1, 2024 (contingent upon receipt of required clearances). Funds for this replacement position are available in the CSC budget.

- **Megan E. Green**, Locust Gap, received a bachelor's degree from Bloomsburg University. She has been employed as an assistant group supervisor with Little Britches Daycare Inc., Elysburg. Ms. Green is recommended as a **Pre-K Counts senior instructor** at an hourly rate of \$17.75 (\$24,628.13 annually), effective Aug. 12, 2024 (contingent upon receipt of required clearances). Funds for this new position are available in the Pre-K Counts budget.
- **Desiree Pollard**, Tarrs, received a bachelor's degree from Indiana University of Pennsylvania. She has been employed as a counseling assistant with Southmoreland School District, Alverton. Ms. Pollard is recommended as a **PIMS client support specialist** at an hourly rate of \$25.13 (\$49,003.50 annually), effective July 1, 2024 (contingent upon receipt of required clearances). Funds for this replacement position are available in the PIMS budget.
- **Travis L. Stevens**, Northumberland, received a bachelor's degree from Bloomsburg University. He has been employed as a 21st Century afterschool program director with Shikellamy School District, Sunbury. Mr. Stevens is recommended as a **21st Century Community Learning Centers program director** at an annual salary of \$65,000, effective July 1, 2024 (contingent upon receipt of required clearances). Funds for this new position are available in the 21st CCLC budget.
- **Danielle Thomas**, Watsontown, received a diploma from Milton Area Senior High School. She has been employed as a non-traditional program coordinator with Warrior Run Area School District. Ms. Thomas is recommended as a **non-traditional education support coordinator** at an hourly rate of \$36.67 (\$55,005 annually), effective July 1, 2024 (contingent upon receipt of required clearances). Funds for this new position are available in the Project AWARE Impact grant.
- **Adam Unger**, Shamokin, received a master's degree from the University of Illinois Urbana-Champaign. He has been employed as an English instructor with Our Lady of Lourdes Regional School, Shamokin. Mr. Unger is recommended as a **grant specialist** at an annual salary of \$48,000, effective July 1, 2024 (contingent upon receipt of required clearances). Funds for this new position are available in the grants development budget.

#### Position Transfers

- **Hannah E. Grenell**, from classroom assistant at a current hourly rate of \$13.50 (\$18,731.25) to **special education program and food service support assistant**, also at an hourly rate of \$13.50 (\$18,731.25 annually), effective Aug. 6, 2024
- **Brianna M. Kunkel**, from 21st Century Community Learning Centers operations and data coordinator at a current annual salary of \$48,705.37 to **21st Century Community Learning Centers program director**, at an annual salary of \$65,000, effective July 1, 2024
- **Catherine M. Spotts**, from classroom assistant at a current hourly rate of \$14 (\$19,425 annually) to **instructional support program assistant**, at an hourly rate of \$18.25 (\$25,321.88 annually), effective August 1, 2024
- **Ashley Walter**, from Head Start senior assistant (part-time) at a current hourly rate of \$18 to **Head Start senior assistant (full-time)**, also at an hourly rate of \$18 (\$29,808 annually), effective Aug. 6, 2024
- **Amy B. Wehr**, from licensed clinical social worker at a current annual salary of \$69,428 to **licensed clinical social worker**, at an annual salary of \$83,070, which is the master's +45 step 15 of the Collective Bargaining Agreement, effective Aug. 6, 2024
- **Mallory L. Weymer**, from grants development and research coordinator, at a current annual salary of \$68,667.84 to **grant research and development manager** at an annual salary of \$79,000, effective July 1, 2024



**Change in Start Date**

- **Zachariah A. Feerrar**, programmer analyst from May 20, 2024 to June 10, 2024

**Salary Adjustment**

- **David M. Marshall**, Center for Schools and Communities contract, grant and operations manager from a current annual salary of \$90,272.51 to an annual salary of \$102,615, due to re-evaluation of position responsibilities and compensation, effective July 1, 2024

**Resignations**

- **Andreana Chappel**, Pre-K Counts teacher, effective June 20, 2024
- **Kaitlyn K. Fetzer**, Pre-K counts senior instructor, effective June 12, 2024
- **Dana M. Graupensperger**, Center for Schools and Communities administrative support manager and human resources liaison, effective May 31, 2024
- **Corie A. Kline**, buildings and grounds services assistant, effective July 12, 2024
- **Adam L. Kocher**, special education teacher, effective June 5, 2024
- **Ashley N. Miccio**, Early Head Start senior family partner/home visitor, effective June 7, 2024
- **Tia N. Mitch**, practical nursing administrative assistant, effective June 10, 2024
- **Christina Tinoco**, Migrant Education program project specialist, effective June 5, 2024

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

**Retirements**

- **Leslie A. Hartline**, student applications support manager, effective Jan. 2, 2025
- **David B. McDermott**, Corrections Education - social studies teacher, effective Sept. 3, 2024
- **Mary M. Wellington**, youth development managing coordinator, effective Sept. 30, 2024

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

**Furlough**

- **Melissa Turnpaugh**, youth development coordinator, effective Sept. 30, 2024, due to reduced funding

Motion to approve full-time personnel recommendations as presented.

Motion by Brianna Maciejewski, second by Slade Shreck.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

**5.2 Part-Time Personnel****New Employee – Non-Instructional Staff**

- **Ashley Walter**, Head Start senior assistant, at an hourly rate of \$18, effective June 20, 2024 (contingent upon receipt of required clearances).

**Resignations**

- **Marissa R. Koch**, 21st Century Community Learning Centers site coordinator, effective May 20, 2024
- **Brittany J. Lupini**, speech therapist, effective June 3, 2024
- **Eli B. Seesholtz**, student mental health intern, effective June 7, 2024

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

Motion to approve part-time personnel recommendations as presented.



Motion by Brianna Maciejewski, second by Slade Shreck.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

### **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**

Peter Amarante

Jennifer DiLossi

Grace Purcell

Motion to approve substitute personnel recommendations as presented.

Motion by Brianna Maciejewski, second by Slade Shreck.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

### **5.4 Additional Regular Part-time Staff Salary Adjustments for 2024-25 (Attachment)**

Administration recommended salary increases for three additional part-time staff for the 2024-25 fiscal year, effective July 1, 2024. Adjustments will be made to this percentage according to administrative regulations, hire dates, position transfers, and salary adjustments, as applicable.

Motion to approve three additional salary recommendations for part-time staff for fiscal year 2024-25 as presented.

Motion by Brianna Maciejewski, second by Slade Shreck.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

### **5.5 Act 93 Compensation Plan (Attachment)**

Directors were asked to approve Appendix "A" Admin Group Titles of the Administrative Group Compensation Plan. Changes to the current Act 93 Agreement between the CSIU Board of Directors and the CSIU Act 93 Administrators, effective July 1, 2024, through June 30, 2025, reflect additional job titles added and existing job titles deleted from the Act 93 Agreement.

Motion to approve changes to the Admin Group Titles of the Administrative Group Compensation Plan of the current Act 93 Agreement as presented.

Motion by Brianna Maciejewski, second by Slade Shreck.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

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

### **6.1 Purchase of Vehicle**

Directors were asked to approve the following vehicle purchase from Sunbury Motors for the

special education program, per the COSTARS 026-E22-176 purchasing agreement. Funds for this purchase are available in the capital reserve budget.

- (1) 2025 Ford Explorer for the Special Education program at a cost of \$43,300

Motion to approve the purchase of a vehicle as presented.

Motion by William Brecker, second by William Pasukinis.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

## **6.2 Lease Agreement Renewals – Adult Education**

Directors were asked to approve the following lease agreement renewals. Funds for these leases are available in the adult education budget.

- NAM Futures, LLC for 850 sq. ft. of currently leased office space located at 1000 Market Street, Suite 37, Bloomsburg, at a cost of \$735 per month. This is the same amount paid as last year. The renewal agreement is for the term July 1, 2024 through June 30, 2025.
- Housing Authority of Northumberland County for 1,550 sq. ft. of currently leased office space used for adult education and English classes located at 1050 Hepburn Street, Milton, at a cost of \$440 per month. This is an increase of \$20 per month from last year. The renewal agreement is for the term July 1, 2024 through June 30, 2025.
- Central Pennsylvania Workforce Development Corporation for currently leased office space located at 225 Market Street, Room 202, Sunbury, at an annual cost of \$12,574, a decrease of \$364 from last year. The total cost will be divided into quarterly payments. The renewal agreement is for the term July 1, 2024 through June 30, 2025.

Motion to approve adult education lease agreement renewals as presented.

Motion by William Brecker, second by William Pasukinis.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

## **6.3 Lease Addendum**

Directors were asked to approve a lease addendum with Shikellamy School District for property located at 600 Arch Street, Sunbury, effective July 1, 2024 through June 30, 2026. This addendum will include a dish washing space for the Early Childhood programs at an additional annual cost of \$1,120. Funds for this addendum are available in the Preschool and Early Head Start budgets.

Motion to approve a lease addendum with Shikellamy School District as presented.

Motion by William Brecker, second by William Pasukinis.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

## **6.4 Rental Contract**

Directors were asked to approve a rental contract with Hazleton Area School District for property located at 1515 West 23rd Street, Hazle Township, effective June 24, 2024 through July 31, 2024. This rental contract will include space for the Migrant Education programs' summer school at a cost of \$800. Funds for this rental contract are available in the Migrant Education budget.

Motion to approve a rental contract with Hazleton Area School District as presented.



Motion by William Brecker, second by William Pasukinis.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

### **6.5 Acquisition of Watsontown Elementary School**

Administration recommended approval of a Resolution authorizing the CSIU officers and administrators to complete all actions required to finalize the purchase of the Watsontown Elementary School.

Motion to approve a Resolution of the Board of Directors as presented.

Motion by William Brecker, second by William Pasukinis.

Final Resolution: Motion passed.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

Abstain: Robert Hormell

### **7. POLICY COMMITTEE - Slade Shreck, Chair; Bruce Rhoads and Mary Ann Stanton, Committee Members**

No report.

### **8. UNFINISHED BUSINESS**

None.

### **9. NEW BUSINESS**

None.

### **10. EDUCATIONAL PROGRAM MATTERS**

#### **10.1 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 Report for April 2024
- Head Start Post Award Change in Scope Budget Revision: Enrollment Reduction Request Summary

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

Motion by Thomas Eberhart, second by Terry Boonie.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

#### **10.2 Assurance for the Operation of Early Intervention Special Education Services and Programs (Attachment)**

The CSIU is required to submit documentation annually to the Pennsylvania Department of Education, assuring that all Early Intervention Special Education services and regulations/quality space operated by the CSIU are in compliance with all state and federal laws, regulations and procedures. Directors were asked to authorize staff to submit the Assurance for the Operation of Early Intervention Special Education Services and Programs for the 2024-25 school year.



Motion to approve the Assurance for the Operation of Early Intervention Special Education Services and Programs for the 2024-25 school year as presented.

Motion by Thomas Eberhart, second by Terry Boonie.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

### **10.3 IDEA-B Eligibility Application**

Directors were asked to approve the 2024-25 Individuals with Disabilities Education Act, Part B (IDEA-B) Funds Application, with a request for an additional two percent. To be eligible to apply for funds under IDEA, any local education agency must have in effect policies and procedures consistent with state and federal regulations. The CSIU special education office annually submits the Sub-grantee Application under Part B of the IDEA as Amended in 2004.

Motion to approve the 2024-25 Individuals with Disabilities Education Act, Part B (IDEA-B) Funds Application as presented.

Motion by Thomas Eberhart, second by Terry Boonie.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

### **10.4 Early Intervention Curriculum Purchase (Attachment)**

Directors were asked to approve the purchase of the Academic Readiness Intervention System curriculum for Early Intervention specialized classrooms, at a cost of \$49,162, from Stages Learning, Vista, Calif. Funds for this purchase are available in the Early Intervention program budget.

Motion to approve the purchase of Academic Readiness Intervention System curriculum as presented.

Motion by Thomas Eberhart, second by Terry Boonie.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

### **10.5 In-School Nursing Service Contract**

Directors were asked to approve a contract with Bayada Home Health Care, Inc., Selinsgrove, to provide basic nursing and aide care to students in the CSIU Early Intervention and school-age programs at a rate of \$43.50 per hour for RN or LPN services, and \$29.50 per hour for CNA services, effective July 1, 2024 to June 30, 2025. This contract will automatically renew for an additional one-year period.

Motion to approve a contract with Bayada Home Health Care, Inc. as presented.

Motion by Thomas Eberhart, second by Terry Boonie.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

### **10.6 Purchase of Computers**

Directors were asked to approve the purchase of the following computers for Early Intervention

Program staff, at a total cost of \$34,678, from Apple Inc., a PEPPM vendor. Funds for this purchase are available in the Early Intervention budget.

- (3) 15-inch MacBook Air, 8GB
- (18) 15-inch MacBook Air, 16GB
- (1) 16-inch MacBook Pro, 18GB

Motion to approve the purchase of computers as presented.

Motion by Thomas Eberhart, second by Terry Boonie.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

### **10.7 Purchase of Classroom STEM Kits**

Directors were asked to approve the purchase of 200 classroom STEM Kits from ROBOTIS located at 4222 Green River Rd., Corona, Calif., at a cost of \$32,380. ROBOTIS provided the lowest responsible quote for these classroom use kits.

The STEM kits will be used as a resource at the sites of PDE-funded 21st Century Community Learning Centers (CCLC) grantees throughout the Commonwealth. Funds for this purchase are available in the 21st CCLC support and technical services budget.

Motion to approve the purchase of classroom STEM Kits as presented.

Motion by Thomas Eberhart, second by Terry Boonie.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

## **11. ADMINISTRATIVE MATTERS**

### **11.1 Legal Services 2024-25 (Attachment)**

Directors were asked to approve the proposed listing of legal counsel, including the scope of each firm's services and fees for 2024-25.

Motion to approve solicitor and legal counsel for 2024-25 as presented.

Motion by Slade Shreck, second by Brianna Maciejewski.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

### **11.2 Executive Committee Action Authority**

Directors were asked to authorize the Executive Committee to approve any matters prior to the Aug. 21, 2024 board meeting. Any and all matters will be affirmed by the Board at the Aug. 21, 2024 meeting.

Motion to authorize the Executive Committee to approve any matters prior to the Aug. 21, 2024 board meeting as presented.

Motion by Slade Shreck, second by Brianna Maciejewski.

Final Resolution: Motion passed unanimously.

Yes: Terry Boonie, William Brecker, Thomas Eberhart, Samuel Faulkner, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, William Pasukinis, Brenda Post, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

## 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 for School Safety and Security Coordinator, Rae Ann Crispell, to present the Annual School Safety Practices Report.*

President Rhoads adjourned the meeting at 7:47 p.m.

*The executive session began at 7:49 p.m. and ended at 7:59 p.m.*

Respectfully submitted,



**Slade Shreck  
Board Secretary**



**Amy Pfleeger  
Board Recording Secretary**



## 14. INFORMATION ONLY

### 14.1 Board Governance – Election of Directors

Directors from Danville, Lewisburg, Mifflinburg, Milton, Selinsgrove and Shamokin Area school districts were nominated by their district boards to serve full three-year terms on the CSIU Board of Directors beginning July 1, 2024 and continuing through June 30, 2027. Berwick Area, Midd-West, Southern Columbia Area and Warrior Run school district representatives were appointed by their district boards to fill a vacancy and complete the balance of an unexpired term on the CSIU Board. Their appointment was received after the 2023 ballot.

Directors from the CSIU's 17 member districts were given the opportunity to vote for the slate of candidates for the CSIU Board of Directors. All candidates were approved.

### 14.2 Board Governance – Terms of Office

The terms of office for the CSIU Board of Directors are as follows:

(\* indicates reappointment, \*\* indicates completing balance of unexpired term)

District	Director	Began CSIU	Current Term Expires
Benton Area	William Pasukinis	January 2022	June 2025
Berwick Area	Brenda Post	December 2023	June 2026**
Bloomsburg Area	Jonathan Jones	December 2017	June 2026
Central Columbia	Bruce Rhoads	July 2011	June 2026
Danville Area	Samuel Faulkner	January 2024	June 2027*
Lewisburg Area	Mary Ann Stanton	December 2017	June 2027*
Line Mountain	Lauren Hackenburg	April 2019	June 2025
Midd-West	Terry Boonie	November 2023	June 2026**
Mifflinburg Area	Thomas Eberhart	December 2023	June 2027*
Millville Area	Susan Myers	March 2023	June 2025
Milton Area	Alvin Weaver	May 2018	June 2027*
Mount Carmel Area	William Brecker	December 2013	June 2025
Selinsgrove Area	David Hess	December 2022	June 2027*
Shamokin Area	Jeffrey Kashner	December 2012	June 2027*
Shikellamy	Slade Shreck	December 2017	June 2026
So. Columbia Area	Brianna Maciejewski	December 2023	June 2025**
Warrior Run	Robert Hormell	December 2023	June 2025**

### 14.3 Human Resources - Health Insurance Savings Report

Since 1993, the CSIU has offered a monetary incentive program for employees who are eligible to receive health insurance coverage elsewhere. The monetary incentive provides payment to each employee in lieu of CSIU-provided health insurance coverage. The following table shows the savings to the CSIU over the past five years through the monetary incentive program.

Year	No. of Employees on Monetary Incentive	Avoided Health Coverage Costs	Total Monetary Incentive Costs	Savings

2020 (BU)	43	\$817,241	\$171,998	\$645,243
2020 (NBU)	124	\$1,846,906	\$495,995	\$1,350,911
2021 (BU)	41	\$789,562	\$163,999	\$625,563
2021 (NBU)	119	\$1,802,422	\$475,995	\$1,326,427
2022 (BU)	44	\$863,702	\$175,998	\$687,704
2022 (NBU)	111	\$1,722,010	\$443,996	\$1,278,014
2023 (BU)	45	\$944,760	\$179,998	\$764,762
2023 (NBU)	125	\$2,110,425	\$499,995	\$1,610,430
2024 (BU)	46	\$932,862	\$183,998	\$748,864
2024 (NBU)	123	\$2,195,944	\$491,995	\$1,703,949
		<b>Total 5-year savings</b>		<b>\$10,741,867</b>

**Bargaining Unit (BU) and non-bargaining unit (NBU) staff receive an annual payment of \$4,000 paid biweekly.**

#### **14.4 Human Resources - Stipend Payments**

The executive director authorized the following:

- per pay stipend payments to **Agatha Hall**, board certified behavioral analyst, in the amount of \$1,500 for National Board Certification as per the current Collective Bargaining Agreement

#### **14.5 Human Resources – Staff Leaves of Absence**

##### **Paid Leave of Absence**

- **William L. Simpson**, educational program supervisor from June 6, 2024 to July 18, 2024

##### **Return from Paid Leave of Absence**

- **Aimee C. Naimo**, career counselor specialist, effective June 3, 2024

#### **14.6 Human Resources – Completion of New Employee Probationary Periods**

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

- **Betty Ann Leiby**, practical nursing instructor, effective May 31, 2024
- **Kayla Reinard**, behavior intervention assistant, effective May 30, 2024
- **Marcia Smith**, Head Start senior instructor, effective May 21, 2024

#### **14.7 Administration – Staff Travel**

**Alan Hack**, assistant executive director/chief academic officer, and **John Kurelja**, executive director, will attend the ***Education Research and Development Institute (ERDI)*** on July 9-12, 2024 in Salt Lake City, UT. While there, they will engage with district and industry thought leaders to discuss and solve problems of practice facing schools and districts. They will also participate in networking opportunities, gain access to expertise and analyses that inform product and service design and take part in a professional learning community that extends beyond the institute. Flight, lodging and most meal costs are covered by ERDI. Funds for estimates expenses of \$360 are available in the admin budget.

**Stephanie Colvin-Roy**, Center for the Promotion of Social and Emotional Learning training



and organizational development associate, will attend the ***I Can Problem Solve (ICPS) Consultation and Curriculum Revision Meeting*** on July 7-15, 2024 in England. While there, she will provide a conference workshop, visit schools implementing ICPS, provide final revisions to ICPS curriculum grades 1 and 2 and prepare for publication. Funds for estimated expenses in the amount of \$4,900 are available in the ICPS budget.

**Thomas Caruso**, director of cooperative purchasing, **Lynn Howard**, cooperative purchasing marketing specialist, **Jared Lehman**, chief innovation officer, and **Amber Lind**, cooperative purchasing programs manager, will attend the ***National Institute of Governmental Purchasing (NIGP) Forum 2024 Conference*** on Aug. 25-26, 2024 in Charlotte, N.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 \$1,602, \$1,602, \$1,568 and \$1,602, respectively, are available in the joint purchasing budget.

**Jose Reyes-Lua**, Statewide Migrant Education recruitment managing coordinator, will attend the ***2024 Identification and Recruitment Consortium Invitational Conference*** on Sept. 11-12, 2024 in Virginia Beach, Va. While there, he will attend a two-day meeting with Migrant Education Program leaders across the country to discuss recruitment trends and strategies for supporting the identification and recruitment of students. Funds for estimated expenses in the amount of \$1,730 are available in the migrant state support budget.

**Thomas Caruso**, director of cooperative purchasing, **Jill Gemberling**, cooperative purchasing order specialist, **Lyndi Hertzler**, client solutions manager, **Lynn Howard**, cooperative purchasing marketing specialist, **Jared Lehman**, chief innovation officer, **Amber Lind**, cooperative purchasing programs manager, and **Todd Roney**, director of computer services, will attend the ***Association of School Business Officials (ASBO) International's Annual Conference & Expo*** on Sept. 19-20, 2024 in Nashville, Tenn. While there, they will be an exhibitor to promote the Keystone Purchasing Network and PEPPM programs and participate in professional development and networking opportunities. Funds for estimated expenses in the amount of \$2030, \$2,030, \$2,213, \$2,030, \$2,076, \$2,030 and \$2,213, respectively, are available in the joint purchasing and computer services budgets.

#### 14.8 Fiscal Communications

May 3, 2024, an email from Kyle Petry (Fiscal Management Specialist 1 – Pennsylvania Department of Education, Division of Student Services) notifying CSIU of the approved budget revision for the 2023-24 State Funded Migrant Education Program (MEP) Grant Summer Services. FC #4100090038(a) remains in the amount of \$29,174.00 for the period of July 1, 2023 through June 30, 2024. There is no change in scope or amount as a result of this revision.

May 3, 2024, an email from Kyle Petry (Fiscal Management Specialist 1 – Pennsylvania Department of Education, Division of Student Services) notifying CSIU of the approved budget revision for the 2023-24 State Funded Migrant Education Program (MEP) Grant Childcare Services. FC #4100090038(b) remains in the amount of \$47,342.00 for the period of July 1, 2023 through June 30, 2024. There is no change in scope or amount as a result of this revision.

May 16 2024, an email from Kyle Petry (Fiscal Management Specialist 1 – Pennsylvania Department of Education, Division of Student Services) notifying CSIU of the approved budget revision for the 2023-24 Employment and Career Training (ELECT) Program Grant. FC #4100095969 remains in the amount of \$425,280.00 for the period of July 1, 2023 through June 30, 2024. There is no change in scope or amount as a result of this revision.

May 24, 2024, an email from Falina Jumper (Procurement Specialist 2 – Pennsylvania Department of Education, Bureau of Management Services) notifying CSIU of the approved

Purchase Order for Summer EBT Services. PO #4300812789 is in the amount of \$333,565.87 for the period of July 1, 2024 through June 30, 2025.