CENTRAL SUSQUEHANNA INTERMEDIATE UNIT BOARD OF DIRECTORS
MINUTES OF THE MONTHLY REGULAR MEETING
WEDNESDAY, JANUARY 15, 2025

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 7:01 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, Feb. 19, 2025 at the CSIU central office.

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
Jessica Harry, Special Education and Off-Site Facilities Support Programs Supervisor
Aaron Hauger, Work Foundations+ Student
Tony Hauger, Parent of Aaron Hauger
Alex Hosler, Work Foundations+ Student
Melanie Hosler, Parent of Alex Hosler
Todd Hosler, Parent of Alex Hosler
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
Laura Saccente, Center for Schools and Communities Assistant Director
Eric Shearer, Telecommunications Technology Network Coordinator
Brian Snyder, Chief Financial and Operations Officer
Robert Welch, Building Trades Teacher

1.6 Approval of Minutes (Attachment)

Directors were asked to approve the minutes of the CSIU Board of Directors meeting held on Wednesday, Dec. 18, 2024.

Motion to approve the minutes of the meeting held on Wednesday, Dec. 18, 2024 as presented.

Motion by Thomas Eberhart, second by Slade Shreck.
Final Resolution: Motion passed unanimously.
Yes: Terry Boonie, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Bruce Rhoads, Slade Shreck, Alvin Weaver

1.7 Spotlight Segment – Board Recognition

Alan Hack, Assistant Executive Director/Chief Academic Officer, introduced staff and students from the Work Foundations+ program, who thanked directors for their commitment to the CSIU. Directors were also given appreciation gifts from the students. **Robert Welch**, Building Trades Teacher, shared how students designed and created the board appreciation gifts. **Jessica Harry**, Special Education and Off-Site Facilities Support Programs Supervisor, provided directors with information about Work Foundations+ and thanked the board for supporting the program.

2. BOARD GOVERNANCE

2.1 Board Committee Assignments 2025 (Attachment)

Directors were asked to approve the proposed CSIU Board of Directors Committee assignments for 2025.

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

Motion by Brianna Maciejewski, second by John Graham.
Final Resolution: Motion passed unanimously.
Yes: Terry Boonie, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, 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 December 2024 (Attachments)

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

Motion by Lauren Hackenburg, second by Robert Hormell.
Final Resolution: Motion passed unanimously.
Yes: Terry Boonie, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Bruce Rhoads, Slade Shreck, Alvin Weaver

3.2 Subject CSIU Revised 2024-25 and Proposed 2025-26 General Operating Budgets (GOB) (Attachment)

Administration recommended approval of the Revised 2024-25 General Operating Budget (GOB) totaling $901,865 and the Proposed 2025-26 GOB of $855,322.

Pending initial approval by the CSIU Board, the Proposed GOB will be released to member-district boards of directors for their consideration Feb. 3 through April 4. Upon approval by a majority of member-district boards of directors, the GOB will be presented to CSIU directors for final adoption prior to the April deadline.

Motion to approve the CSIU Revised 2024-25 and Proposed 2025-26 General Operating Budgets as presented

Motion by Lauren Hackenburg, second by Robert Hormell.
Final Resolution: Motion passed unanimously.
Yes: Terry Boonie, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, 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) Bid Awards (Attachment)

Directors were asked to approve bid awards for the Keystone Purchasing Network (KPN) contracts as presented.

- KPN Bid Awards through Dec. 31, 2026

Motion to approve KPN bid awards as presented.

Motion by Terry Boonie, second by Alvin Weaver.
Final Resolution: Motion passed unanimously.
Yes: Terry Boonie, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Bruce Rhoads, Slade Shreck, Alvin Weaver

4.2 2025 Cooperative Procurement Agreement (Attachment)

Directors were asked to approve the 2025 Cooperative Procurement Agreement between the Central Susquehanna Intermediate Unit (CSIU) and the Capitol Region Education Council (CREC), effective Jan. 1, 2025 through Dec. 31, 2025.

Motion to approve the 2025 Cooperative Procurement Agreement as presented.

Motion by Terry Boonie, second by Alvin Weaver.
Final Resolution: Motion passed unanimously.
Yes: Terry Boonie, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, 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

- **Erin R. Butler**, Muncy, received a master's degree from Marywood University, Scranton. She has been employed as a school social worker with Millville Area School District. Ms. Butler is recommended as a **licensed school social worker** at the master's +15 step 15 classification, effective Apr. 3, 2025 (contingent upon receipt of required clearances), at an annual salary of $81,053, 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

- **Abigail Crossley**, Northumberland, received a diploma from Shikellamy High School, Sunbury. She has been employed as a special education paraeducator with E.S.S., Sunbury. Ms. Crossley is recommended as a **classroom assistant** at an hourly rate of $13.50 ($18,731.25 annually), effective Jan. 16, 2025 (contingent upon receipt of required clearances). Funds for this replacement position are available in the special education budget.
- **Vincent Evans**, Lewisburg, received a bachelor's degree from Strayer University, Allentown. He has been employed as a substitute teacher with the CSIU, Milton. Mr. Evans is recommended as an **instructional support program assistant floater** at an hourly rate of $18.25 ($25,321.88 annually), effective Dec. 19, 2024. Funds for this new position are available in the special education budget.
- **Annette Kerstetter**, Beavertown, received a diploma from West Snyder High School, Beaver Springs. She has been employed as a school van driver with Weikel Busing, Selinsgrove. Ms. Kerstetter is recommended as an **Early Intervention instructional assistant** at an hourly rate of $13 ($18,037.50 annually), effective Jan. 16, 2025 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Early Intervention budget.
- **Brittany Shniper**, Sunbury, received a diploma from Mount Lebanon High School, Pittsburgh. She has been employed as a daycare worker with Carriage House Children's Center, Pittsburgh. Ms. Shniper is recommended as a **classroom assistant** at an hourly rate of $13.75 ($19,078 annually), effective Jan. 8, 2025 (contingent upon receipt of required clearances). Funds for this replacement position are available in the special education budget.
- **Gabriella Tickle**, Watsontown, received a diploma from Warrior Run Area School District, Turbotville. She has been employed as a Pre-K Counts classroom intern with the CSIU, Milton. Ms. Tickle is recommended as a **classroom assistant** at an hourly rate of $13 ($18,037.50 annually), effective Jan. 13, 2025 (contingent upon receipt of required clearances). Funds for this replacement position are available in the special education budget.

Position Transfers

- **Chloe T. Miller**, from Head Start assistant at a current hourly rate of $15.64 ($25,899.84 annually) to **Head Start associate assistant** at an hourly rate of $17 ($28,152 annually), effective Jan. 16, 2025

- **Tara L. Slyman**, from speech therapist (full-time) at a current annual salary of $68,181 to **speech therapist (part-time)**, at the request of the employee, at an hourly rate of $49.42, effective Feb. 1, 2025, to June 30, 2025

Change in Start Dates

- **Krystan J. Kyttle**, occupational therapist, from Jan. 2, 2025 to Jan. 6, 2025
- **Lorenza P. Perez Martinez**, recruitment specialist, from Nov. 21, 2024 to Dec. 16, 2024
- **Ayesha Y. Spradley**, out-of-school-time professional learning and instruction coordinator, from Nov. 21, 2024 to Dec. 11, 2024

Resignation

- **Caitlin Patraw**, Head Start floater senior instructor, effective Jan. 14, 2025

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

Updated Retirement Date

- **Bonita J. Jaskiewicz**, home and school visitor, from Feb. 3, 2025 to Jan. 31, 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, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Bruce Rhoads, Slade Shreck, Alvin Weaver

5.2 Part-Time Personnel

New Employees – Non-Instructional Staff

- **Carmen Myers**, Migrant Education student support specialist, at an hourly rate of $18.68, effective Jan. 27, 2025 (contingent upon receipt of required clearances)
- **Leonessy Ramirez**, Migrant Education student support specialist, at an hourly rate of $17.28, effective Jan. 16, 2025 (contingent upon receipt of required clearances)

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, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, 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 Teacher
Peter Amarante

Motion to approve substitute personnel recommendations as presented.

Motion by Slade Shreck, second by Brianna Maciejewski.
Final Resolution: Motion passed unanimously.
Yes: Terry Boonie, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis,

Bruce Rhoads, Slade Shreck, Alvin Weaver

5.4 Executive Director Employment Agreement (Attachment)

By mutual agreement, the Board of Directors and Dr. John Kurelja recommended approval of a new employment agreement for the executive director that begins July 1, 2025 and ends June 30, 2029.

Motion to approve an Executive Director Employment Agreement as presented.

Motion by Slade Shreck, second by Susan Myers.
Final Resolution: Motion passed unanimously.
Yes: Terry Boonie, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, 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

No report.

8. UNFINISHED BUSINESS

None.

9. NEW BUSINESS

None.

10. EDUCATIONAL PROGRAM MATTERS

10.1 Northumberland Area Head Start and Early Head Start (Attachment)

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

- Northumberland Area Head Start Policy and Procedure on Research Based Coaching

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

Motion by Lauren Hackenburg, second by Slade Shreck.
Final Resolution: Motion passed unanimously.
Yes: Terry Boonie, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Bruce Rhoads, Slade Shreck, Alvin Weaver

10.2 Purchase of Subscriptions for Training Materials

Directors were asked to approve the purchase of 73 annual Olweus Bullying Prevention Program subscriptions for training materials from Hazelden Betty Ford Foundation, Center City, Minn. at a total cost of $73,000. The training material subscriptions will be used by trainees who receive one of two trainings from the Center for Schools and Communities staff/contractors. Funds for this purchase are available in the Olweus Bullying Prevention Program budget.

Motion to approve the purchase of annual Olweus Bullying Prevention subscriptions for training materials as presented.

Motion by Lauren Hackenburg, second by Slade Shreck.

Final Resolution: Motion passed unanimously.
Yes: Terry Boonie, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Bruce Rhoads, Slade Shreck, Alvin Weaver

10.3 Alternative Placement Letter of Agreement (Attachment)

Directors were asked to approve a Letter of Agreement with Clarke County, Children's Services Act, located at 311 East Main Street, Berryville, VA. This agreement will allow the CSIU to provide educational services for students at the Diversified Treatment Alternative Center (DTAC) residential facility at 600 Arch Street, Sunbury. The educational services will be provided at a rate of $240 per day per student for up to 180 school days during the 2024-25 academic year.

Motion to approve an alternative placement Letter of Agreement with Clarke County, Children's Services Act as presented.

Motion by Lauren Hackenburg, second by Slade Shreck.
Final Resolution: Motion passed unanimously.
Yes: Terry Boonie, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Jeffrey Kashner, Brianna Maciejewski, Susan Myers, William Pasukinis, Bruce Rhoads, Slade Shreck, Alvin Weaver

11. ADMINISTRATIVE MATTERS

None.

12. ADMINISTRATIVE REPORTS

12.1 Executive Leadership - Dr. John Kurelja, Executive Director

13. ADJOURNMENT

13.1 Adjourn Meeting

President Rhoads adjourned the meeting at 7:28 p.m.

Respectfully submitted,

Alvin J. Weaver

Alvin Weaver,
Secretary

Amy R. Pfleegor

Amy Pfleegor,
Board Recording Secretary

14. INFORMATION ONLY

14.1 Human Resources – Staff Leaves of Absence

Paid Leaves of Absence

- **Teresita G. Brosious**, instructional support program assistant, from Nov. 1, 2024 to Jan. 20, 2025
- **Shannon L. Boyles**, Early Intervention instructional support program assistant, from Nov. 12, 2024, to Jan. 18, 2025
- **Amanda J. Irvin**, Pre-K Counts teacher, from Jan. 9, 2025 to March 31, 2025
- **Tammy R. Cover**, Early Intervention teacher, from Jan. 9, 2025 to Feb. 20, 2025

Paid/Unpaid Leave of Absence

- **Gabrielle A. Bond**, Head Start senior instructor, from Nov. 8, 2024 to Jan. 2, 2025

Unpaid Leaves of Absence

- **Megan Chapman**, Head Start floater senior instructor, from Jan. 27, 2025 to March 10, 2025
- **Kylee S. DeLong**, physical therapist, from March 15, 2025 to April 26, 2025

Return from Paid Leaves of Absence

- **Hiliary L. Haddon**, family education program manager, effective Jan. 2, 2025
- **Dawn M. Reed**, client support specialist III, effective Jan. 6, 2025
- **Lori A. Stehle**, senior systems analyst I, effective Dec. 9, 2024

Return from Paid/Unpaid Leaves of Absence

- **Gabrielle A. Bond**, Head Start senior instructor, effective Jan. 2, 2025
- **Carly M. Legg**, speech therapist, effective Dec. 11, 2024

14.2 Human Resources – Completion of New Employee Probationary Periods

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

- **Korinne R. Day**, Safe Schools coordinator, effective Dec. 1, 2024
- **Desiree L. Pollard**, PIMS client support specialist I, effective Dec. 19, 2024
- **Kurt Schuster**, buildings and grounds support technician, effective Dec. 9, 2024
- **Travis L. Stevens**, 21st Century Community Learning Centers program director, effective Dec. 6, 2024
- **Emily G. Wickizer**, PIMS client support specialist I, effective Dec. 19, 2024

14.3 Human Resources - Stipend Payments

The executive director authorized the following:

- per pay stipend payments to **Susan B. Amarante**, preschool speech therapist, in the amount of $1,500 for National Board Certification as per the current Collective Bargaining Agreement
- individual stipend payment in the amount of $1,250 to **Nannette I. Cooper**, licensed clinical social worker, who will serve as mentor teacher during the 2024-25 school year
- per pay stipend payments to **Michelle A. Levan**, preschool speech therapist, in the amount of $1,500 for National Board Certification as per the current Collective Bargaining Agreement
- per pay stipend payments to **Gail A. Moore**, Early Intervention speech therapist, in the amount of $1,500 for National Board Certification as per the current Collective Bargaining Agreement
- per pay stipend payments to **Kristen M. Myers**, speech therapist, in the amount of $1,500 for National Board Certification as per the current Collective Bargaining Agreement
- per pay stipend payments to **Janet K. Rauch**, speech therapist, in the amount of $1,500 for National Board Certification as per the current Collective Bargaining

Agreement

- one-time stipend payment to **Regina M. Salvador**, Center for Schools and Communities events coordinator, in the amount of $1,000 to absorb duties of a vacant position from July 1, 2024, to March 1, 2025, which is above and beyond her job description
- per pay stipend payments to **Amanda A. Specht**, speech therapist, in the amount of $1,500 for National Board Certification as per the current Collective Bargaining Agreement

14.4 Administration – Staff Travel

Kathleen Alexander, school pyschologist, will attend the ***National Association of School Psychologists 2025 Annual Convention*** on Feb. 18-21, 2025 in Seattle, Wash. While there, she will participate in professional development which will provide new skills to enhanced services provided to students in the region. She will also learn about insights to address key student issues, learn new strategies for specific cases and collaborate with nationwide professionals to share effective practices. Funds for estimated expenses in the amount of $1,924 are available in the Early Intervention budget.

14.5 Fiscal Communications

Dec. 4, 2024, an email from Grant Solutions notifying CSIU of funding for Award #03CH011898-05-00. This action awards partial funds for federal Head Start/Early Head Start in the amount of $2,012,157 for the period of Dec. 1, 2024 through Nov. 30, 2025.