

**CENTRAL SUSQUEHANNA INTERMEDIATE UNIT BOARD OF DIRECTORS
MINUTES OF THE MONTHLY REGULAR MEETING
Wednesday, April 16, 2025**

Work Foundations+
911 Greenough Street
Sunbury, PA 17801

DINNER - 5:45 p.m.

COMMITTEE MEETINGS - 6:30 p.m.

Budget and Finance Committee
Buildings and Grounds
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 7:03 p.m.

1.2 Pledge of Allegiance

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

Director	District	Present	Absent
Terry Boonie	Midd-West		X
William Brecker	Mount Carmel Area	X	
Thomas Eberhart	Mifflinburg Area	X	
Dr. Samuel Faulkner	Danville Area		X
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, May 21, 2025 at the CSIU central office.

1.5 Recognition of Guests and Opportunity for Public Comment

David Baird, Guest
 Bev Baird, Guest
 Bernadette Boerckel, Chief Outreach Officer
 Rae Ann Crispell, Administrative Support Director
 Kenneth Erb, Manager of Buildings and Grounds
 Nakiralis Blasini-Guzman, Work Foundations+ Student
 Alan Hack, Assistant Executive Director/Chief Academic Officer
 Jessica Harry, Special Education and Off-Site Facilities Support Programs Supervisor
 Adam Hartzell, Baker Tilly LLP
 Cameron Howard, Former Work Foundations+ Student
 Tami Howard, Work Foundations+ Parent
 William Jones, School Police Officer
 Kevin Kilgus, Director of Financial Services
 Traci Krebs, Work Foundations+ Parent
 John Kurelja, Executive Director
 Gus Lehman, Guest
 Jared Lehman, Chief Innovation Officer
 Terri Locke, Director of Special Education and Alternative Placement
 Alexis Mendler, Work Foundations+ Student
 Kaitlin Mowery, Baker Tilly LLP
 Jeffrey Myers, Corrections Education Program Principal
 Shileste Overton Morris, Chief Programs Officer
 Samantha Nicola, Work Foundations+ Student
 Amy Pflieger, Executive Office Manager/Board Recording Secretary
 Jesus Rodriguez, Work Foundations+ Parent
 Matthew Roslevich, Senior Technical Support Specialist III
 Sarah Roslevich, Pre-K Counts Associate Instructor
 Michelle Guzman-Ruiz, Work Foundations+ Parent
 Laura Saccente, Center for Schools and Communities Assistant Director
 Eric Shearer, Telecommunications Technology Network Coordinator
 Matthew Sherwood, Information Technology Support Specialist I
 Brian Snyder, Chief Financial and Operations Officers
 Julie Wagner, Work Foundations+ Parent
 Robert Welch, Building Trades Teacher
 Kolby Youngs, Work Foundations+ Student
 Natoshia Youngs, Work Foundations+ Parent

1.6 Approval of Minutes (Attached)

Directors were asked to approve the minutes of the CSIU Board of Directors meeting held on Wednesday, March 19, 2025.

Motion to approve the minutes of the meeting held on Wednesday, March 19, 2025 as presented.

Motion by Slade Shreck, second by Thomas Eberhart.

Final Resolution: Motion passed unanimously.

Yes: William Brecker, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Brianna Maciejewski, Susan Myers, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

1.7 Spotlight Segment

Directors were welcomed by organizational leaders, including **Alan Hack**, Assistant Executive Director/Chief Academic Officer and **Terri Locke**, Director of Special Education and Alternative Placement. Staff and students from Work Foundations+ were introduced, and directors received an overview of the program **from Jessica Harry**, Special Education and Off-Site Facilities Support Programs Supervisor.

2. BOARD GOVERNANCE

None.

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

3.1 Monthly Financial Statements for March 2025 (Attachments)

Directors were asked to approve the following March 2025 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 March 2025 as presented.

Motion by Lauren Hackenburg, second by Brenda Post.

Final Resolution: Motion passed unanimously.

Yes: William Brecker, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Brianna Maciejewski, Susan Myers, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

3.2 2025-26 CSIU General Operating Budget (Attachment)

The GOB is a compilation of three programs the CSIU offers primarily to member districts on a fee-for-service basis. The PA Public School Code allows intermediate units to ask the state to deduct money from school district subsidies to fund IU programs. Our member districts do not pay a subsidy to belong to the CSIU. They pay only for services they select from CSIU offerings. Approval of this budget does not obligate districts to purchase any CSIU programs for the 2025-26 school year.

The CSIU directors gave initial approval of the preliminary 2025-26 general operating budget of \$855,322 in January. Following that approval, the preliminary budget was released to district boards for their consideration. Official approval of the CSIU's 2025-26 general operating budget has been received from all 17-member district boards of directors.

The 2025-26 budget totaling \$855,322 represents a \$140,569 decrease from the 2024-25 original budget totaling \$995,891. This decrease can be attributed primarily to fluctuations in projected student enrollment.

Motion to approve the General Operating Budget for 2025-26 as presented.

Motion by Lauren Hackenburg, second by Brenda Post.

Final Resolution: Motion passed unanimously.

Yes: William Brecker, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Brianna Maciejewski, Susan Myers, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

3.3 Transfer of Funds

Administration recommended the transfer of \$5,000,000 from the fiscal year 2024-25 general fund balance to the capital reserve fund, effective April 16, 2025. 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 \$5,000,000 from the general fund balance to the capital reserve fund as presented.

Motion by Lauren Hackenburg, second by Brenda Post.

Final Resolution: Motion passed unanimously.

Yes: William Brecker, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Brianna Maciejewski, Susan Myers, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

3.4 Annual Audit (Attachment)

Directors were asked to accept the June 30, 2024 Single Audit by Baker Tilly US, LLP.

Motion to accept the June 30, 2024 Single Audit as presented.

Motion by Lauren Hackenburg, second by Jonathan Jones.

Final Resolution: Motion passed unanimously.

Yes: William Brecker, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Brianna Maciejewski, Susan Myers, 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, pending documentation, for the 2025-26 purchasing cycle.

KPN Definite Quantity Line Item Bids, Copy Paper (July 2025 Delivery) Category to:

- Staples, Inc., Bristol, Pa., total sales volume \$336,565.06
- Veritiv Operating Company, Jacksonville, Fla., total sales volume \$633,074.80

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

Motion by Jonathan Jones, second by Thomas Eberhart.

Final Resolution: Motion passed unanimously.

Yes: William Brecker, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Brianna Maciejewski, Susan Myers, 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 Employees – Instructional Staff

- **Jessica K. Epure**, Winfield, received a master's degree from Wilkes University, Wilkes Barre. She has been employed as an Early Intervention teacher with the CSIU, Milton. Ms. Epure is recommended as an **Early Intervention program evaluation consultant** at the master's step 9 classification, effective April 1, 2025 (contingent upon receipt of required clearances), at an annual salary of \$68,181, according to the terms of the Collective Bargaining Agreement. Funds for this replacement position are available in the Early Intervention budget.
- **Stefanie A. Klinger**, Manhattan, Kan., received a master's degree from Fort Hays State University, Hays, Kan. She has been employed as a special education teacher with Manhattan-Ogden Unified School District, Manhattan, Kan. Ms. Klinger is recommended as an **Early Intervention program evaluation consultant** at the master's step 12 classification, effective July 1, 2025 (contingent upon receipt of required clearances), at an annual salary of \$75,965, according to the terms of the Collective Bargaining Agreement. Funds for this new position are available in the Early Intervention budget.

New Employees – Non-Instructional Staff

- **Theresa E. Bartholomew**, Mill Hall, received a doctorate from Pennsylvania State University, University Park. She has been employed as a director of curriculum and instruction with Warrior Run Area School District, Turbotville. Ms. Bartholomew is recommended as a **director of educational planning** at an annual salary of \$105,000, effective June 19, 2025 (contingent upon receipt of required clearances). Funds for this replacement position are available in the CARES budget.
- **Amber Beaver**, Sunbury, received a diploma from the Pennsylvania Department of Education. She has been employed as a clerical aide with E.S.S. Shikellamy, Sunbury. Ms. Beaver is recommended as a **classroom assistant** at an hourly rate of \$13 (\$18,037.50 annually), effective April 28, 2025 (contingent upon receipt of required clearances). Funds for this replacement position are available in the special education budget.
- **Melissa A. Berger**, Berwick, received a diploma from Berwick Area High School. She has been employed as a behavioral health technician with Mission Autism Clinic, Bloomsburg. Ms. Berger is recommended as a **classroom assistant** at an hourly rate of \$14 (\$19,425 annually), effective Aug. 5, 2025 (contingent upon receipt of required clearances). Funds for this replacement position are available in the special education budget.
- **Andrew Crago**, Franklinton, received a bachelor's degree from Calvin University, Grand Rapids, MI. He has been employed as a case manager with Church World Service, Harrisburg. Mr. Crago is recommended as a **Migrant Education student support specialist** at an hourly rate of \$18.98 (\$37,011 annually), effective May 1, 2025 (contingent upon receiving required clearances). Funds for this replacement position are available in the Migrant Education budget.
- **Laura D. Rice**, Sunbury, received a bachelor's degree from Pennsylvania College of Technology, Williamsport. She has been employed as a laboratory support associate with Geisinger Medical Center, Danville. Ms. Rice is recommended as an **instructional support program assistant** at an hourly rate of \$17.25 (\$23,934.38 annually), effective Aug. 5, 2025 (contingent upon receipt of required clearances). Funds for this replacement position are available in the special education budget.
- **Jasmine Tucker**, Mifflinburg, received a diploma from Milton Area Senior High. She has been employed as a special education paraprofessional with Mifflinburg Area School District. Ms. Tucker is recommended as a **classroom assistant** at an hourly rate of \$13.25 (\$18,384.38 annually), effective Aug. 5, 2025 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Special Education budget.
- **Courtney J. Ulmer**, Middleburg, received a diploma from Penn's Valley High School, Spring Mills. She has been employed as a Head Start co-teacher with Summit Early Learning, Lewisburg. Ms. Ulmer is recommended as a **Head Start assistant** at an hourly rate of \$15.50 (\$25,668 annually), effective April 7, 2025 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Head Start budget.

Position Transfers

- **Erin Demcher**, from behavioral health support services project coordinator at a current annual salary of \$75,055.68 to **special education program coordinator** at an annual salary of \$80,000, effective April 17, 2025
- **Kendra Orellana Diaz**, from instructional support program assistant at a current hourly rate of \$17.78 (\$24,669.75 annually) to **adult basic education instructor**, at an hourly rate of \$18.50 (\$36,075 annually), effective April 22, 2025
- **Brian Paulhamus**, from information security officer at a current annual salary of \$94,985.07 to **Director of Technology**, at an annual salary of \$120,000, effective July 1, 2025.

Resignations

- **Emily Bear**, Early Intervention teacher, effective Sept. 1, 2025
- **Shannon L. Boyles**, Early Intervention instructional support program assistant, effective March 28, 2025
- **Helen Hyun**, Migrant Education student support specialist, effective July 31, 2025
- **Jessica R. Kaneshki**, mental health support specialist, effective July 28, 2025

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

Retirements

- **Mary Ann Buczkowski**, classroom assistant, effective May 29, 2025
- **Joan Hauck**, speech therapist, effective May 29, 2025

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

Furlough

- **Adam Unger**, grant specialist, effective June 30, 2025, due to a change in program needs and funding

Motion to approve full-time personnel recommendations as presented.

Motion by Slade Shreck, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: William Brecker, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Brianna Maciejewski, Susan Myers, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

5.2 Part-Time Personnel

Change in Start Date

- **Melanie Castillo**, Migrant Education Program intern, from March 20, 2025 to April 3, 2025.

Resignation

- **Maxwell Frankel**, driver/safety education instructor, effective March 27, 2025

*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 Slade Shreck, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: William Brecker, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Brianna Maciejewski, Susan Myers, 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

Rachel Kessler

Tricia Shambach

Motion to approve substitute personnel recommendations as presented.

Motion by Slade Shreck, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: William Brecker, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Brianna Maciejewski, Susan Myers, Brenda Post, Bruce Rhoads, Slade

Shreck, Alvin Weaver

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

6.1 Paging System Contract – Change Order

Directors were asked to approve a change order with Phone America Corp. Malvern, Pa., through PEPPM contract #533902-194, to provide a paging system for the third floor of the CSIU central office in the amount of \$14,623.58. The paging system will provide announcements and emergency alerts. Funds for this contract are available in the PCCD Grant-School Safety Project 2024-25 budget.

Motion to approve a change order with Phone America Corp. as presented

Motion by William Brecker, second by Lauren Hackenburg.

Final Resolution: Motion passed unanimously.

Yes: William Brecker, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Brianna Maciejewski, Susan Myers, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

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

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

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

Revised Policies:

- 103 Discrimination/Title IX Sexual Harassment Affecting Students
- 103 Attachment 3 Title IX Sexual Harassment Procedures and Grievance Process for Formal Complaints
- 328.2 Extra Duty Stipends
- 806 Child Abuse
- 830 Security of Computerized Personal Information/Breach Notification
- 903 Public Comment in Board Meetings
- 903 Attachment 1 Request to Comment at CSIU Board Meeting
- 903 Attachment 2 Presiding Officer Statement

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

Motion by Slade Shreck, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: William Brecker, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Brianna Maciejewski, Susan Myers, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

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.

- Head Start/Early Head Start Monthly Report for February 2025

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

Motion by Brianna Maciejewski, second by John Graham.

Final Resolution: Motion passed unanimously.

Yes: William Brecker, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Brianna Maciejewski, Susan Myers, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

10.2 Assurance for the Operation of Special Education Services and Programs/Quality Space for the 2025-26 School Year

The CSIU is required to annually submit documentation to the Pennsylvania Department of Education, assuring that all special education services and programs/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 Special Education Services and Programs/Quality Space for the 2025-26 School Year*.

Motion to authorize staff to submit documentation as presented.

Motion by Brianna Maciejewski, second by John Graham.

Final Resolution: Motion passed unanimously.

Yes: William Brecker, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Brianna Maciejewski, Susan Myers, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

10.3 Purchase of Computer Numerical Control (CNC) Plasma Table

Directors were asked to approve the purchase of a Computer Numerical Control (CNC) Plasma Table at a cost of \$33,816.20, from Forest Scientific Corporation, a PEPPM vendor, for North Central Secure Treatment Unit. The cost includes equipment, software and on-site training. Funds for this purchase are available in the Corrections budget.

Students will utilize this machine in the welding program to cut steel plates used for their American Welding Association certificate and to create other metal based projects.

Motion to approve the purchase of a CNC Plasma Table as presented.

Motion by Brianna Maciejewski, second by John Graham.

Final Resolution: Motion passed unanimously.

Yes: William Brecker, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Brianna Maciejewski, Susan Myers, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

10.4 Bus/Van Driver Approval

Directors were asked to approve school bus/van drivers for the CSIU's student transportation programs for the 2024-25 school year.

- Joseph DeVito
- Michael Kerstetter

Motion to approve school bus and van drivers for the CSIU's student transportation programs as presented.

Motion by Brianna Maciejewski, second by John Graham.

Final Resolution: Motion passed unanimously.

Yes: William Brecker, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Brianna Maciejewski, Susan Myers, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

10.5 Education and Technology Pool Counsel Legal Services Consultation

Administration recommended renewal of an agreement for pool counsel legal services consultation with Sweet, Stevens, Katz & Williams LLP for the 2025-26 school year in the amount of \$15,750. The purpose of the pool is to provide education and technology legal services consultation to the CSIU and member districts/schools in the form of telephone and electronic mail advice and opinions concerning special education, ESSA compliance, student services and student civil rights issues. This information is provided to the administrator or administrator's designee. For the 2025-26 school year, 17 districts and the Columbia-Montour Area Vocational Technical School have committed to continued participation in the pool at a rate of \$600 per LEA.

Directors were asked to approve the renewal agreement for pool counsel legal services with Sweet, Stevens, Katz & Williams LLP for the 2025-26 school year in the amount of \$15,750.

Motion to approve a renewal agreement with Sweet, Stevens, Katz & Williams LLP as presented

Motion by Brianna Maciejewski, second by John Graham.

Final Resolution: Motion passed unanimously.

Yes: William Brecker, Thomas Eberhart, John Graham, Lauren Hackenburg, David Hess, Robert Hormell, Jonathan Jones, Brianna Maciejewski, Susan Myers, Brenda Post, Bruce Rhoads, Slade Shreck, Alvin Weaver

11. ADMINISTRATIVE MATTERS

None.

12. ADMINISTRATIVE REPORTS

12.1 Executive Leadership – Dr. John Kurelja, Executive Director

Mrs. Myers left the meeting at 8:07 p.m.

13. ADJOURNMENT

13.1 Adjourn Meeting

President Rhoads adjourned the meeting at 8:17 p.m.

Respectfully submitted,

Alvin A. Weaver, Jr.
Alvin Weaver,
Board Secretary

Amy Pfleeger
Amy Pfleeger,
Board Recording Secretary

14. INFORMATION ONLY

14.1 Nominations Committee

The Board President appointed the following board members to the Nominations Committee: **Jonathan Jones**, Chair, and **David Hess**. The Committee will meet prior to the May board meeting and present its recommendation for a slate of board officer candidates at the May meeting. Election of officers for 2025-26 will take place at the June reorganization meeting.

14.2 Human Resources – Staff Leaves of Absence

Paid Leave of Absence

- **Jeannie M. Carroll**, teacher of deaf/hearing impaired, from March 17, 2025, to April 7, 2025

Paid/Unpaid Leaves of Absence

- **Rebecca L. Crawford**, Head Start senior instructor, from March 31, 2025, to April 11, 2025
- **Maxwell Wright**, special education teacher, from March 5, 2025, to March 21, 2025

Extension of Unpaid Leave of Absence

- **Debra A. Latovich**, Head Start assistant, intermittent from April 1, 2025, to April 30, 2025

Return from Paid Leave of Absence

- **Jeannie M. Carroll**, teacher of deaf/hearing impaired, effective April 7, 2025
- **Amanda J. Irvin**, Pre-K Counts teacher, effective March 31, 2025

Return from Unpaid Leave of Absence

- **Megan Chapman**, Head Start floater senior instructor, effective March 12, 2025

Return from Paid/Unpaid Leave of Absence

- **Kristen M. Myers**, speech therapist, effective April 2, 2025

14.3 Human Resources – Stipend Payments

The executive director authorized the following:

- a one-time stipend payment to **Jeanne S. Crago**, English as a second language instructor, in the amount of \$2,300, as an award incentive from the Division of Adult Education
- a one-time stipend payment to **Kelli A. Eichenlaub**, CARES data entry administrative assistant, in the amount of \$2,000, as an award incentive from the Division of Adult Education
- a one-time stipend payment to **Carlee A. Jarrett**, ESL instructor/data quality analyst, in the amount of \$3,500, as an award incentive from the Division of Adult Education
- a one-time stipend payment to **Ronald L. Kline**, adult education case manager, in the amount of \$1,500, as an award incentive from the Division of Adult Education
- per pay stipend payments to **Chelsea L. Mensch**, speech therapist, in the amount of \$1,500 for National Board Certification as per the current Collective Bargaining Agreement
- a one-time stipend payment to **Mary Mingle**, adult education program manager, in the amount of \$3,500, as an award incentive from the Division of Adult Education
- a one-time stipend payment to **Jennifer L. Noll**, adult education bridge instructor, in the amount of \$3,500, as an award incentive from the Division of Adult Education
- per pay stipend payments to **Rebecca S. Schu**, 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 \$2,500 to **Beth Terry**, special education

teacher, who served as a mentor to two teachers from Jan. 1, 2024 to Dec. 31, 2024

14.4 Human Resources – Completion of New Employee Probationary Periods

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

- **Barbara E. Ditty**, classroom assistant, effective March 10, 2025
- **Richard J. Donahoe**, program analyst, effective March 25, 2025
- **Maurice Todd Geary**, instructional support program assistant, effective March 19, 2025
- **Beth Manyara**, ODR special education coordinator, effective March 14, 2025
- **Miranda Vining**, client support specialist I, effective March 17, 2025

14.5 Administration – Staff Travel

Thomas Caruso, director of cooperative purchasing, and **Amber Lind**, cooperative purchasing programs manager, will attend the **TD Synnex Red White & You Conference** on April 28-30, 2025 in San Antonio, Texas. While there, they will represent the PEPPM program. Funds for estimated expenses of \$2,369, each, are available in the joint purchasing budget.

Lynne Howard and **Cassie Seabridge**, cooperative purchasing marketing specialists, will attend the **National Association of Educational Procurement Conference** on May 4-7, 2025 in New Orleans, La. While there, they will promote the Keystone Purchasing Network and PEPPM programs. Funds for estimated expenses of \$1,312.97 and \$1,269.97, respectively, are available in the joint purchasing budget.

Jared Lehman, chief innovation officer, and **Brian Snyder**, chief financial and operations officer, will attend the **Evernorth Outcomes 2025 Conference** on May 7-9, 2025 in Miami, Fla. While there, they will discover emerging advancements in health care, navigate policy shifts and push the boundaries of what is possible. They will advocate for positive change, focusing on new solutions designed on behalf of clients' and members' needs and how they enable affordability, innovation and clinical excellence. Funds for estimated expenses are covered by Evernorth, CS Trust and PA Trust.

Korinne Day and **Michelle Kern**, safe schools coordinators, will attend the **Midwest School Safety Summit** on May 13-14, 2025 in Plymouth, Minn. While there, they will build capacity in TA under the Stronger Connections grant and help to identify speakers for the required Stronger Connections conference. Funds for estimated expenses in the amount of \$1,122 and \$1,456, respectively, are available in the Stronger Connections budget.

Jamie Bartlett, Head Start programs manager; **Kalicia Brungard**, Head Start/Early Head Start family and health team supervisor; **Shannon Campbell**, regional team supervisor; **Lynn Hansel**, Head Start regional team supervisor; and **Emily Reedy**, Head Start regional team supervisor, will attend the **National Head Start Conference and Expo** on May 19-22, 2025 in Columbus, Ohio. While there, they will join other Head Start members from cross the country to network, collaborate and celebrate achievements. Funds for estimated expenses of \$1,275, \$1,997, \$2,000, \$2,300 and \$2,000, respectively, are available in the Head Start budget.

14.6 Fiscal Communications

March 5, 2025, an email from Clarisa B. Rosario (21st CCLC Program Officer – Pennsylvania Department of Education, Division of Student Services) notifying CSIU of the approved award for the CSIU Pathfinders 21st Century Learning Center grant. FC #4100097316 is in the amount of \$573,300 for the period of March 1, 2025 through Feb. 28, 2026.

March 5, 2025, an email from Clarisa B. Rosario (21st CCLC Program Officer – Pennsylvania Department of Education, Division of Student Services) notifying CSIU of the approved award for the CSIU STEAMS 21st Century Learning Center grant. FC #4100097317 is in the amount of \$573,300 for the period of March 1, 2025 through Feb. 28, 2026.

March 17, 2025, an email from Maribel Martinez (Fiscal Management SPC 2 – Pennsylvania Department of Education, Bureau of School Support) notifying CSIU of a Settlement Agreement for Contract #4100099784. The amount of the agreement, \$158,321.91, is in full settlement and satisfaction of all claims arising out of the Commonwealth's Refugee School Impact Development Program for the period of Oct. 1, 2023 through Sept. 30, 2024.

March 21, 2025, an email from LaKeisha Garnett (Pennsylvania Commission on Crime and Delinquency) notifying CSIU of the fully executed Grant Agreement for Grant #45259. The North Central Secure Treatment Unit (NCSTU) Boys PACTT 2025 Workforce Development Grant is approved in the amount of \$25,000 for the period of Jan. 1, 2025 through Dec. 31, 2025.

March 24, 2025, an email from Kathleen J. Benyak (Workforce Development Analyst II – Pennsylvania Department of Labor & Industry, Bureau of Workforce Development Administration) notifying CSIU of a revision for Notice of Obligation (NOO) #427-22-002. This action extends the end date from March 31, 2025 to April 30, 2025. There is no change to the award amount of \$379,405.78.

March 26, 2025, an email from LaKeisha Garnett (Pennsylvania Commission on Crime and Delinquency) notifying CSIU of the fully executed Grant Agreement for Grant #45696. The North Central Secure Treatment Unit (NCSTU) Girls PACTT 2025 Workforce Development Grant is approved in the amount of \$5,000 for the period of Jan. 1, 2025 through Dec. 31, 2025.