

CENTRAL SUSQUEHANNA INTERMEDIATE UNIT

BOARD OF DIRECTORS' REPORT

JUNE 2017

DIRECTORS

Benton Area:

Kathleen DeYong

Berwick Area:

Daniel F. McGann,
Secretary

Bloomsburg Area:

Norman Mael

Central Columbia:

Bruce E. Rhoads,
Vice President

Danville Area:

David Weader

Lewisburg Area:

Tera Unzicker-Fassero

Line Mountain:

Lawrence I. Neidig,
Treasurer

Middle-West:

Victor L. Abate

Mifflinburg Area:

Dennis Keiser

Millville Area:

Jody Love

Milton Area:

Darlene Garcia-Johnson

Mount Carmel Area:

William Brecker

Selinsgrove Area:

Larry D. Augustine,
President

Shamokin Area:

Jeffrey Kashner

Shikellamy:

Scott Karpinski

Southern Columbia Area:

Thomas Reich

Warrior Run:

Douglas L. Whitmoyer

The CSIU Board of Directors conducted its regular monthly meeting on Wednesday, June 21 at the CSIU central office.

FISCAL MATTERS

To prepare for the beginning of the 2017-18 fiscal year, CSIU directors:

- approved the revised 2016-17 and proposed 2017-18 CSIU Programs and Services Budgets;
- named seven staff members as authorized agents of the board to conduct banking transactions;
- authorized First National Bank, Pennsylvania Local Government Investment Trust (PLGIT) and Pennsylvania School District Liquid Asset Fund (PSDLAF) as CSIU depositories for the 2017-18 fiscal year; and
- approved a transfer to the recently established Capital Reserve Fund.

Directors also approved the following: facilities use agreement with Broad Street Business Exchange, Hazleton; a KPN partnership with Colonial Life/Malvern Marketing Group, LLC; a KPN/PEPPM endorsement agreement with PSBA; a KPN interlocal agreement with InterMountain Educational Services District of Pendleton; workers compensation renewal for 2017-18; the 5th Annual Cooperative Purchasing Customer Appreciation Rebate Program for Local Districts; a five-year postage meter lease; and a contract with Technology Advantage, Inc. for E-Rate consultation and PIMS client support.

Directors also accepted monthly financial reports and approved monthly payment requests for May.

PERSONNEL MATTERS

Directors elected 11 new staff members:

- Emily Faith, as speech therapist;
- Kerry Fitch, as special education teacher;
- Angela Jefferies, as Center for Schools and Communities administrative and support manager;
- Bryant Johnson, as aide;
- Heather Krebs, Liesl Lewis and Stacey Walmsley, as reading resource teachers;
- Christy Lamon and Maggie Smith, as client support specialists; and
- Katherine Noss, as Migrant Education recruiter/student support specialist.

Directors also approved:

- substitute teachers and para-educators for the 2016-17 school year;
- furlough of Danielle Wilson, family literacy parent educator;
- the following position transfers and/or salary adjustments:
 - Marly Artley, to computer services administrative assistant;
 - David Baird, site director for Migrant Education;
 - Joni Campbell, to classroom and client support administrative assistant;
 - Heather Doyle, to ODR administrative and technical specialist;
 - Dawn Evans, to Head Start family and health coordinator;
 - Maxine Harvey, to transition work experience job coach;



Central Susquehanna
Intermediate Unit
*Enriching learning...
Enriching lives*

(over)

BOARD GOVERNANCE

ELECTION OF BOARD OFFICERS

The following directors were elected to CSIU Board offices for 2017-18.

President:

Larry Augustine
(*Selinsgrove Area*)

Vice-President:

Bruce Rhoads
(*Central Columbia*)

Secretary:

Daniel McGann
(*Berwick Area*)

Treasurer:

Lawrence Neidig
(*Line Mountain*)

WORK-STUDY SESSION

Chief Academic Officer **John Kurelja** informed the Board about cyber options available in 2016-17 to member school districts. He also shared information regarding 2017 summer opportunities, 2017–18 school year options and future opportunities.

- Tony Hauger, facilities support technician;
- Michala Holland, to Head Start assistant instructor;
- Tonya Hottenstein, to Statewide Adoption & Permanency Network (SWAN) helpline lead;
- Karen Lehman, to youth development program manager;
- Thomas Packer, to off-site facilities support technician;
- Pamela Reeves, to licensed clinical school social worker;
- Matt Seiberlich–Hess, to web architect and application development coordinator III;
- Tammy Sempko, to Pinnacle Place coordinator;
- Traci Sharr, to Corrections Education administrative assistant; and
- Jennifer Spotts, to communications manager
- the following title changes:
 - Meghan Deitterick, to Early Intervention Program evaluation consultant and Adrienne Rowe, to Alternative Education teacher
- position reclassifications for 13 staff members from non-exempt to exempt;
- the following resignations:
 - Susan Aiken, retiring as Early Intervention teacher;
 - Judith Lopez, retiring as Migrant Education recruitment specialist;
 - LuAnn Rebeck, retiring as reading/resource teacher and
 - Anita Williams, as family literacy parent educator
- an employee resignation and release agreement;
- senior leader salary adjustments of three percent, effective July 1, 2017;
- Head Start/Early Head Start cost of living adjustment of one percent;
- Act 93 Memorandum of Understanding amendment adding an updated listing of job titles; and
- three-year Employee Assistance Program contract with ESI Employee Assistance Group.

POLICY COMMITTEE REPORT

Directors rescinded the following policies:

3110	Budget Planning and Preparation
3130	Budget Publication
3200	Income
3293	Depository
3294	Incurring Liabilities
3295	Fund Balance
3300	Expenditures
3310	Purchasing Guides
3320	Purchasing Procedures
3326	Disbursement
3330	Capitalization Policy
4142	Salary, Tax and Deductions
4147.1	Tax-Deferred Savings Programs
9351	Signing of Checks
9352	Management of Bank Accounts
9354	Authorization of Payments

SPOTLIGHT SEGMENT

Rae Ann Crispell, curriculum services coordinator, introduced **Tanya Dynda**, technology integration support specialist, and **Christine Mitcheltree**, professional development and curriculum services support specialist, who highlighted information about the 24 Game Challenge Regional Tournament and the K'Nex STEM Design Challenge, both held at the IU.

NEXT MEETING

The next regular meeting of the board is scheduled for Wednesday, Aug. 16 at 7:30 p.m. in the CSIU central office.

And in their place, accepted at second reading and adopted the following Board policies:

- 601 Fiscal Objectives
- 604 Budget Planning and Adoption
- 608 Bank Accounts
- 609 Investment of Funds
- 610 Purchases Subject to Bid/Quotation
- 611 Purchases Budgeted
- 612 Purchases Not Budgeted
- 613 Cooperative Purchasing
- 614 Payroll Authorization
- 615 Payroll Deductions
- 616 Payment of Bills
- 617 Petty Cash
- 619 Intermediate Unit Audit
- 620 Fund Balance
- 622 GASB Statement 34/Capital Assets
- 624 Taxable Fringe Benefits
- 625 Procurement Cards
- 626 Federal Fiscal Compliance
 - 626 – Attachment – Allowability of Costs – Federal Programs
 - 626 – Attachment – Cash Management – Federal Programs
 - 626 – Attachment – Administration of Federal Funds
 - 626 – Attachment – Procurement – Federal Programs
 - 626 – Attachment – Grant Subrecipient Monitoring Procedures – Federal Programs

Directors also approved revisions to Policy No. 203 – Immunizations and Communicable Diseases and first reading of Policy No. 300.1 – Job-Related Expense–Wireless Communication Device.

PROGRAM MATTERS

Directors acknowledged and approved the Northumberland Area Head Start and Early Head Start April 2017 report.

Directors also authorized staff to submit the IDEA Eligibility Application for fiscal year 2017-18.

Directors also approved contracts for the Statewide Migrant Education Program high school and middle school summer camps.