

CENTRAL SUSQUEHANNA INTERMEDIATE UNIT

BOARD OF DIRECTORS' REPORT

NOVEMBER 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

Midd-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:

Joseph Klebon

Warrior Run:

Douglas L. Whitmoyer

The CSIU Board of Directors conducted its regular monthly meeting on Wednesday, Nov. 15 at the CSIU central office.

RECOGNITION OF OUTGOING DIRECTORS

The executive director recognized outgoing CSIU directors for their service to the CSIU board. They are **Darlene Garcia-Johnson** (Milton Area), **Jody Love** (Millville Area), **Tera Unzicker-Fassero** (Lewisburg Area) and **David Weader** (Danville Area).

WORK STUDY SESSION – HEAD START FEDERAL MONITORING REVIEW

Terri Locke, Early Childhood Program Supervisor and **Patricia Edwards**, Head Start Programs Manager, presented to directors information about the Northumberland Area Head Start and Early Head Start programs, prior to the upcoming federal monitoring review. According to federal guidelines, the CSIU's Head Start programs are governed by the Policy Council, which is comprised of parents, and the CSIU Board of Directors. After reviewing with the Board the critical components of the program, including education and child development, medical and dental health assessments, family engagement and nutrition offerings, they reviewed the structure for the programs, student demographics and eligibility determination. Currently 222 children ages 3-5 are enrolled in Head Start, with 146 on the waiting list. The total expectant mothers and infants/toddlers ages birth to three served by the Early Head Start program is 83, and 34 children are on the waiting list.

FISCAL MATTERS

CSIU directors accepted monthly financial reports and approved payment requests for October.

Directors also approved two classroom leases for 2017-18 for the Special Education and Early Intervention programs; IRS qualified savings financial plan document amendments and restatements; insurance policy renewals, effective Dec. 1, 2017 through Nov. 30, 2018; and Lynda.com professional development contract renewal through Nov. 30, 2018.

PERSONNEL MATTERS

Directors elected three new staff members:

- **Amanda Benfer**, as Head Start instructor;
- **Carrie Karnes**, as Pre-K Counts assistant instructor; and
- **Jolene Stassel**, as full-time substitute Early Intervention teacher.

Directors also approved the following:

- title changes for **Misty Harris**, **Michael Lord**, **Kim Meiss**, **Chantelle Ney** and **Emily Smith**, to educational consultants; **Sharon McIntyre**, to workforce specialist; and **Karla Procopio**, to workforce outreach specialist;
- substitute teachers and para-educators (aides) for the 2017-18 school year;
- position transfers for **Mary Mingle**, to adult education program manager; **Lori Potutschnig**, to Migrant Education recruitment coordinator; and **Julie Shumaker**, to adult basic education instructor/trainer; and

(over)



Central Susquehanna
Intermediate Unit

*Enriching learning...
Enriching lives*

SPOTLIGHT SEGMENT

Chief Innovation Officer **John Brenchley** presented information to directors regarding BoardDocs, a paperless meeting software designed exclusively for the needs of school districts and other LEAs and local government agencies. This software will be used to publish and revise board agenda items, manage minutes and other information related to the agenda, as well as policy integration. Directors approved the purchase of BoardDocs Pro.

MEETING START TIME CHANGE

Dr. Singer presented for discussion a proposed change to the business meeting start time. President Augustine announced that beginning in December, the regular monthly meetings of the board will begin at 7 p.m.

NEXT MEETING

The next regular meeting of the board is scheduled for Wednesday, Dec. 20 at the new time of 7 p.m. at the CSIU central office.

- resignations of:
 - **Jamie Brent**, as Early Head Start instructor;
 - **William F. Culleton, III**, retiring as Special Education due process hearing officer;
 - **Zachary Gass**, as facilities/custodial services assistant;
 - **Bryant Johnson**, as classroom assistant;
 - **Scott Smith**, as Corrections Education–quantity foods teacher,
 - **Linda Sult**, retiring as information technology project consultant; and
 - **Eric Weikel**, as one-on-one classroom assistant.

Directors also approved the following:

- five new part–time employees;
- one position transfer for a part-time employee;
- stipend payment for **Gerald Cavaliere**, who served as a mentor in the 2016–17 New Teacher Induction program;
- increase in hourly rates for van drivers, school bus riders and school bus aides; and
- Hosted Services Agreement with Lancaster–Lebanon IU 13, which will help facilitate compliance with the employment history review process required by Act 168.

TECHNOLOGY/MARKETPLACE COMMITTEE REPORT

Directors approved KPN Definite Quantity Line–Item Bids, copy paper category; KPN Bids for pre-fabricated and fabricated shade structures; and PEPPM Product Line and Catalog Bid Awards.

POLICY AND PROGRAM MATTERS

Directors approved the following: Northumberland Area Head Start (HS) and Early Head Start (EHS) items: HS/EHS 2016–17 Annual Report to the Public; HS/EHS Monthly Report for September 2017; HS Data Management Plan; HS Fall 2017 Assessment Data Summary; and three HS Classroom Space Agreements.

ADMINISTRATIVE MATTERS

Directors approved the following: 2018–2021 CSIU Comprehensive Plan; and the addition of Carl Beard, Esq. of Beard Legal Group, Altoona, to the 2017–18 listing of CSIU's legal advisors.

BOARD GOVERNANCE

CSIU directors approved a mail ballot for the 2018 election of CSIU board members and for action on the CSIU's 2018–19 general operating budget. Districts may petition the CSIU Board to hold a convention in lieu of the mail ballot, but requests must be received from a majority of districts (nine) before Feb. 1, 2018.

Six terms on the CSIU Board will end June 30, 2018: Danville Area, Lewisburg Area, Mifflinburg Area, Milton Area, Selinsgrove Area and Shamokin Area. Those district boards will be eligible to nominate a director during March and April. All CSIU–region boards will cast votes in May and June on the six nominees, who would begin a three–year term July 1.