

**CENTRAL SUSQUEHANNA INTERMEDIATE UNIT BOARD OF DIRECTORS
MINUTES OF THE REGULAR MONTHLY MEETING
Wednesday, December 19, 2018**

CSIU Central Office
90 Lawton Lane
Milton, PA 17847

COMMITTEE MEETINGS

- Building and Grounds Committee 5 p.m.
- Human Resources Committee 5 p.m.
- Budget and Finance Committee 5:30 p.m.
- Technology/Marketplace Committee 5:30 p.m.

DINNER – 6 p.m.

WORK STUDY SESION – 6:15 p.m.

- Training and Consultation (TaC) Services
 - * Jennifer Williams, Director of Special Education and Early Childhood Services
- Out of School Youth Program
 - * Katherine Vastine, Program Manager and CARES Team Leadership Coordinator

BUSINESS MEETING – 7 p.m.

1. INTRODUCTION

1.1 Call to Order

The meeting was called to order by President Augustine at 7:08 p.m.

1.2 Pledge of Allegiance

1.3 Roll Call – Directors present – 12; Directors absent – 5

Director	District	Present	Absent
Victor Abate	Mid-West	X	
Larry Augustine, President	Selinsgrove Area	X	
William Brecker	Mount Carmel Area	X	
Kathleen DeYong	Benton Area	X	
Heather Hackenberg	Danville Area		X
Tamara Hoffman	Warrior Run	X	
Jonathan Jones	Bloomsburg Area		X
Jeffrey Kashner	Shamokin Area	X	
Dennis Keiser	Mifflinburg Area		X
Joseph Klebon, Treasurer	Southern Columbia Area	X	
Daniel McGann, Secretary	Berwick Area	X	
Lawrence Neidig	Line Mountain	X	
Deborah Price	Millville Area	X	

Bruce Rhoads, Vice President	Central Columbia	X	
Slade Shreck	Shikellamy		X
Mary Ann Stanton	Lewisburg Area	X	
Dr. Alvin Weaver	Milton Area		X

1.4 Announcements

The next regular meeting will begin at 7 p.m. on Wednesday, Jan. 16, 2019 at the CSIU central office.

1.5 Approval of Minutes (Attachment)

Motion to approve the minutes of the meeting held on Wednesday, Nov. 14, 2018 with the following changes to employment start dates:

- **Brittany Bortz**, Head Start instructor, from Nov. 27, 2018 to Dec. 4, 2018
- **Brian Snyder**, director of human resources, from Dec. 10, 2018 to Dec. 17, 2018

Motion by Lawrence Neidig, second by Joseph Klebon.

Final Resolution: Motion Passed

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Tamara Hoffman, Jeffrey Kashner, Joseph Klebon, Daniel McGann, Deborah Price, Lawrence Neidig, Bruce Rhoads, Mary Ann Stanton

1.6 CSIU Staff and Others in Attendance

- John Brenchley – Chief Innovation Officer
- Lynn Cromley – Assistant Executive Director/Chief Administrative Officer
- James Dugan – Interim Human Resources Director
- Ken Erb – Facilities Coordinator
- Brenna Gable – Education Association Representative
- Jessica Harry – Special Education Program Supervisor
- Dr. John Kurelja – Assistant Executive Director/Chief Academic Officer
- Charles Peterson, Jr. – Chief Fiscal Officer
- Amy Pfleegor – Executive Office Manager/Board Recording Secretary
- Dr. Kevin Singer – Executive Director
- Brian Snyder – Director of Human Resources
- Jennifer Spotts - Communications Manager
- Jennifer Williams – Director of Special Education and Early Childhood Services

Mr. Abate arrived to the meeting at 7:16 p.m.

1.7 Spotlight Segment

Jessica Harry, Special Education program supervisor, provided a highlight video of "An Attitude of Gratitude" student performance recently held at Work Foundations+. Through a grant received by the CSIU, students worked in teams with local musicians to compose songs. After a week of brainstorming song ideas, writing lyrics and choosing melodies, the students performed their original pieces to a livestream audience.

2. BOARD GOVERNANCE

No report.

3. BUDGET AND FINANCE COMMITTEE - Daniel McGann, Chair; Tamara Hoffman, Committee Member

3.1 Monthly Financial Statements (Attachments)

Directors are asked to approve the following November 2018 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 November 2018 as presented.

Motion by Daniel McGann, second by Bruce Rhoads.

Final Resolution: Motion Passed

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Tamara Hoffman, Jeffrey Kashner, Joseph Klebon, Daniel McGann, Deborah Price, Lawrence Neidig, Bruce Rhoads, Mary Ann Stanton

3.2 PA OPEB Trust Resolution

Administration recommends approval of a resolution authorizing the CSIU to make contributions to the PA OPEB Trust in the amount of \$57,659 to cover the cost of future other post-employment benefits (OPEB) costs and to reduce the CSIU's OPEB liability. These funds will be used to cover 2016-17 and 2017-18.

Motion to approve a PA OPEB Trust resolution as presented.

Motion by Daniel McGann, second by Bruce Rhoads.

Final Resolution: Motion Passed

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Tamara Hoffman, Jeffrey Kashner, Joseph Klebon, Daniel McGann, Deborah Price, Lawrence Neidig, Bruce Rhoads, Mary Ann Stanton

3.3 Administrator Services Contract

Administration recommends approval of a contract with TSA Consulting Group, Inc., Fort Walton Beach, Fla. to provide third-party administrator services for the CSIU's tax-sheltered annuities. The monthly cost of \$2 per participating employee will be paid by the tax-sheltered annuity companies, resulting in no cost to the CSIU.

Motion to approve a contract with TSA Consulting Group, Inc. as presented.

Motion by Daniel McGann, second by Bruce Rhoads.

Final Resolution: Motion Passed

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Tamara Hoffman, Jeffrey Kashner, Joseph Klebon, Daniel McGann, Deborah Price, Lawrence Neidig, Bruce Rhoads, Mary Ann Stanton

3.4 Head Start/Early Head Start COLA Increase Application

According to federal regulations, the CSIU Board of Directors is the governing body of the CSIU Head Start programs; therefore, the following item requires Board approval under HS Act: Sec. 642 (c) (1) (E) (iv) (111).

Directors are asked to approve an application submission for a 1.77 percent increase in cost-of-living (COLA) funding. The increase would be used to enhance staff salaries and raise the base rate in all Head Start/Early Head Start positions, effective Dec. 1, 2018, and will offset the salary increase provided to all staff effective July 1, 2018.

Motion to approve application submission for a COLA increase for Head Start/Early Head Start as presented.

Motion by Daniel McGann, second by Bruce Rhoads.

Final Resolution: Motion Passed

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Tamara Hoffman, Jeffrey Kashner, Joseph Klebon, Daniel McGann, Deborah Price, Lawrence Neidig, Bruce Rhoads, Mary Ann Stanton

3.5 Equipment Lease

Administration recommends approval of an equipment lease with Colony Business Systems of York for two copiers at the Center for Schools and Communities (CSC) at a cost of \$1,219 per month for 39 months beginning January 2019 and ending in March 2022. This equipment lease is under the terms and conditions of PEPPM contract #527029-051. Funds for this equipment lease are available in the CSC local budget.

Motion to approve an equipment lease with Colony Business Systems through the PEPPM contract as presented.

Motion by Daniel McGann, second by Bruce Rhoads.

Final Resolution: Motion Passed

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Tamara Hoffman, Jeffrey Kashner, Joseph Klebon, Daniel McGann, Deborah Price, Lawrence Neidig, Bruce Rhoads, Mary Ann Stanton

4. TECHNOLOGY/MARKETPLACE COMMITTEE - Bruce Rhoads, Chair; Jonathan Jones and Jeffrey Kashner, Committee Members

4.1 FIS Software License Agreement (Attachment)

Administration recommends approval of a license agreement with SC Strategic Solutions of Norwalk, Ohio, to market, host and sublicense the CSIU's Financial Information System (FIS) Software to any educational agency within the states of Ohio, Michigan and Indiana only, effective Dec. 20, 2018. If approved, the CSIU will receive \$100,000 up front plus a free version of the SCSS product (to be used by CSIU). Ongoing revenue to the CSIU includes \$2 per student for Ohio sales (up to \$2 million) and the option to expand into Michigan and Indiana with revenue capped at \$1 million for each state.

Motion to approve a license agreement with SC Strategic Solutions as presented.

Motion by Bruce Rhoads, second by Daniel McGann.

Final Resolution: Motion Passed

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Tamara Hoffman, Jeffrey Kashner, Joseph Klebon, Daniel McGann, Deborah Price, Lawrence Neidig, Bruce Rhoads, Mary Ann Stanton

4.2 KPN Bid Awards and Contract Extensions (Attachment)

Directors are asked to approve bid awards and contract extensions for the Association of Educational Purchasing Agencies (AEPA) and Keystone Purchasing Network (KPN) contracts as presented.

- KPN AEPA Bids
- KPN ezIQC Bid Extensions through Jan. 1, 2020
- KPN Bid Awards and Contract Extensions through Feb. 28, 2020 (Contracts with three of the vendors cannot be extended and have been removed from the revised attachment.)

Motion to approve KPN bid awards and contract extensions as presented.

Motion by Victor Abate, second by Daniel McGann.

Final Resolution: Motion Passed

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Tamara Hoffman, Jeffrey Kashner, Joseph Klebon, Daniel McGann, Deborah Price, Lawrence Neidig, Bruce Rhoads, Mary Ann Stanton

5. HUMAN RESOURCES COMMITTEE - Dennis Keiser, Chair; Larry Augustine and Lawrence Neidig, Committee Members

5.1 Full-Time Personnel

New Employees - Non-Instructional Staff

- **Jennifer A. Aurand**, Lewistown, received a bachelor's degree from The Pennsylvania State University, University Park. She has been employed as an adult instructor with Tuscarora Intermediate Unit, Lewistown. Ms. Aurand is recommended as a **career pathways specialist**, at an hourly rate of \$17.90 (\$34,905 annually), effective Jan. 2, 2019. Funds for this new position are available in the YES to the Future and WATCH Project budgets.
- **Adrienne Cameron**, Milton, received a diploma from Milton Area High School, Milton. She has been employed as a scheduler with MHM Services, Muncy. Ms. Cameron is recommended as a **classroom and client support administrative assistant**, at an hourly rate of \$15 (\$29,250 annually), effective Jan. 2, 2019 (contingent upon receipt of required clearances). Funds for this position are available in the computer services budget.
- **Maureen L. Starmack**, Lewisburg, received a diploma from West Mifflin Area High School, West Mifflin. She has been employed as director/preschool teacher with Kids of the Kingdom Day School, Lewisburg. Ms. Starmack is recommended as an **Early Childhood administrative assistant**, at an hourly rate of \$15.39 (\$30,010.50 annually), effective Jan. 7, 2019 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Early Intervention budget.

Position Transfer

- **Miranda L. Kepler**, from speech therapist (part-time) at a current hourly rate of \$34.86 to **speech therapist** (full-time) at an annual salary of \$49,159, effective Dec. 20, 2018

Resignations

- **Mary Jo Christiano**, retiring as home and school visitor, effective Feb. 15, 2019
- **Velma E. DeLong**, retiring as Early Intervention teaching assistant, effective June 14, 2019
- **Amanda M. Reigle**, classroom and client support administrative assistant, effective Nov. 23, 2018
- **Jamie A. Stahl**, client support specialist I, effective Jan. 4, 2019

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

Terminations

- **Marco G. Romano**, Corrections Education quantity foods teacher, effective Dec. 20, 2018

Motion to approve full-time personnel recommendations as presented.

Motion by Lawrence Neidig, second by Bruce Rhoads.

Final Resolution: Motion Passed

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Tamara Hoffman, Jeffrey Kashner, Joseph Klebon, Daniel McGann, Deborah Price, Lawrence Neidig, Bruce Rhoads, Mary Ann Stanton

5.2 Employment Agreement

Directors are asked to approve an employment agreement for **Brian L. Snyder, Director of Human Resources**, effective Dec. 17, 2018. The employment agreement outlines responsibilities, conditions of employment, salary and benefits.

Mr. Snyder's employment was approved by the Board as director of human resources at the Nov. 14, 2018 meeting.

Motion to approve an employment agreement as presented.

Motion by Lawrence Neidig, second by Bruce Rhoads.

Final Resolution: Motion Passed

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Tamara Hoffman, Jeffrey Kashner, Joseph Klebon, Daniel McGann, Deborah Price, Lawrence Neidig, Bruce Rhoads, Mary Ann Stanton

5.3 Part-Time Personnel

New Employees – Instructional Staff

- **Brooke A. Young, Corrections Education school psychologist**, at an hourly rate of \$36.54, effective Jan. 10, 2019 (contingent upon receipt of required clearances)

New Employees - Non-Instructional Staff

- **Owen B. Keister, facilities support assistant**, at an hourly rate of \$12, effective Nov. 21, 2018
- **Patricia A. Pupo, incarcerated youth instructor**, at an hourly rate of \$25, effective Jan. 7, 2019 (contingent upon receipt of required clearances)
- **Amanda J. Wright, incarcerated youth instructor**, at an hourly rate of \$25, effective Jan. 7, 2019 (contingent upon receipt of required clearances)

Resignation

- **Lori A. Zicoello, WATCH Project career coordinator**, effective Dec. 11, 2018

Motion to approve part-time personnel recommendation as presented.

Motion by Lawrence Neidig, second by Bruce Rhoads.

Final Resolution: Motion Passed

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Tamara Hoffman, Jeffrey Kashner, Joseph Klebon, Daniel McGann, Deborah Price, Lawrence Neidig, Bruce Rhoads, Mary Ann Stanton

5.4 Substitute Personnel

Directors are asked to approve substitute personnel to work in CSIU classrooms and programs for the 2018-19 school year.

Substitute Teachers

- Anthony J. Gresol
- Carissa A. Wagner

Motion to approve substitute personnel recommendations as presented.

Motion by Lawrence Neidig, second by Bruce Rhoads.

Final Resolution: Motion Passed

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Tamara Hoffman, Jeffrey Kashner, Joseph Klebon, Daniel McGann, Deborah Price, Lawrence Neidig, Bruce Rhoads, Mary Ann Stanton

5.5 2018-19 Mentor Recommendations

Administration recommends the following employees as mentors in the 2018-19 New

Teacher Induction Program. Each mentor will be paid \$1,000 in accordance with the current collective bargaining agreement.

- **Jennifer R. Bowman**, special education teacher
- **Karina M. Gates**, early intervention teacher
- **Jenna E. Glynn**, Pre-K Counts teacher
- **Joan C. Hauck**, speech therapist
- **Emily J. Madara**, incarcerated youth instructor
- **Chrysti L. Pontius**, special education teacher
- **Jessica L. Roberts**, Pre-K Counts teacher

Motion to approve mentors as presented.

Motion by Lawrence Neidig, second by Bruce Rhoads.

Final Resolution: Motion Passed

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Tamara Hoffman, Jeffrey Kashner, Joseph Klebon, Daniel McGann, Deborah Price, Lawrence Neidig, Bruce Rhoads, Mary Ann Stanton

5.6 321SOS Software License Agreement

Directors are asked to approve renewal of a software license agreement with BLaST IU 17 for the 321SOS (staff observation system) assessment tool as a way to standardize and simplify teacher and staff evaluations. The cost of \$1,000 per year covers use by all CSIU staff and includes technical support. This renewal is for the 2019 calendar year.

Motion to approve a software license agreement renewal with BLaST IU 17 as presented.

Motion by Lawrence Neidig, second by Bruce Rhoads.

Final Resolution: Motion Passed

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Tamara Hoffman, Jeffrey Kashner, Joseph Klebon, Daniel McGann, Deborah Price, Lawrence Neidig, Bruce Rhoads, Mary Ann Stanton

6. BUILDING AND GROUNDS COMMITTEE – Daniel McGann, Chair; William Brecker, Jeffrey Kashner, Joseph Klebon and Bruce Rhoads, Committee Members

6.1 Engineering/Architect Services Contract

Administration recommends approval of a contract with HUNT Engineers, Architects & Surveyors of Towanda to provide engineering and architectural services for design, bidding and project management for the construction of a pavilion behind the CSIU central office at a cost of \$23,620. Funds are available in the capital reserve budget.

This pavilion will be available for internal and external events. Estimates were received from two architect firms, and HUNT Engineers, Architects & Surveyors provided the lowest quote.

Motion to approve a contract with HUNT Engineers, Architects & Surveyors as presented.

Motion by Daniel McGann, second by Victor Abate.

Final Resolution: Motion Passed

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Tamara Hoffman, Jeffrey Kashner, Joseph Klebon, Daniel McGann, Deborah Price, Lawrence Neidig, Bruce Rhoads, Mary Ann Stanton

6.2 Carpet Replacement Contract

Administration recommends approval of a contract with Shaw Industries, Inc., Dalton, Ga.

through the KPN contract for replacement of 2,843 square yards of carpeting located on all three floors of the original section of the central office at a cost of \$166,679.24. This contract is under the terms and conditions of KPN contract #101601-01A and includes removal of the existing carpeting, purchase and installation of the new carpeting. Funds for this project are available in the capital reserve budget.

Motion to approve the contract with Shaw Industries, Inc. through the KPN contract for carpet replacement as presented.

Motion by Daniel McGann, second by Victor Abate.

Final Resolution: Motion Passed

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Tamara Hoffman, Jeffrey Kashner, Joseph Klebon, Daniel McGann, Deborah Price, Lawrence Neidig, Bruce Rhoads, Mary Ann Stanton

7. POLICY COMMITTEE – Daniel McGann, Chair; Larry Augustine and Bruce Rhoads, Committee Members

No report.

8. EDUCATIONAL PROGRAM MATTERS

8.1 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 is presented for approval:

- Head Start/Early Head Start Monthly Report for October 2018

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

Motion by Bruce Rhoads, second by Daniel McGann.

Final Resolution: Motion Passed

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Tamara Hoffman, Jeffrey Kashner, Joseph Klebon, Daniel McGann, Deborah Price, Lawrence Neidig, Bruce Rhoads, Mary Ann Stanton

8.2 Amendment to Lease Agreement

Administration recommends approval of an amendment to a lease agreement with Marr Development 14th Street, LLC, Berwick to include custodial services at an additional cost of \$200 per month. The space currently is used by a CSIU Early Intervention program at 1401 Market St., Berwick.

Motion to approve an amendment to a lease agreement with Marr Development 14th Street, LLC as presented.

Motion by Victor Abate, second by Daniel McGann.

Final Resolution: Motion Passed

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Tamara Hoffman, Jeffrey Kashner, Joseph Klebon, Daniel McGann, Deborah Price, Lawrence Neidig, Bruce Rhoads, Mary Ann Stanton

9. ADMINISTRATIVE MATTERS

9.1 Appointment of HIPAA Officers

Administration recommends appointment of **John Brenchley**, chief innovation officer, as HIPAA Security Officer, and **Brian Snyder**, director of human resources, as HIPAA Privacy Officer, effective Dec. 17, 2018.

Motion to approve the CSIU HIPAA Officers as presented.

Motion by Daniel McGann, second by Bruce Rhoads.

Final Resolution: Motion Passed

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Tamara Hoffman, Jeffrey Kashner, Joseph Klebon, Daniel McGann, Deborah Price, Lawrence Neidig, Bruce Rhoads, Mary Ann Stanton

10. ADMINISTRATIVE REPORTS

10.1 Executive Leadership - Dr. Kevin Singer, Executive Director

10.2 Administrative Services - Lynn Cromley, Assistant Executive Director/Chief Administrative Officer

10.3 Educational Services - Dr. John Kurelja, Assistant Executive Director/Chief Academic Officer

10.4 Fiscal Services - Charles Peterson Jr., Chief Financial Officer

10.5 Marketplace Services - John Brenchley, Chief Innovation Officer

11. ADJOURNMENT

11.1 Adjourn Meeting

The meeting was adjourned by President Augustine at 7:50 p.m.

Respectfully submitted,

**Daniel McGann,
Secretary**

**Amy Pfleegor,
Board Recording Secretary**

12. INFORMATION ONLY

12.1 Human Resources - Completion of New Employee Probationary Periods

The following staff have completed their new employee probationary periods:

- **Annette H. Hutt**, CARES data entry and office assistant, effective Nov. 30, 2018
- **Jessie A. Mascho**, practical nursing program instructor, effective Nov. 5, 2018
- **Jennifer L. Noll**, adult education bridge instructor, effective Dec. 4, 2018

12.2 Human Resources - Staff Leave of Absence

Return from Unpaid Leave of Absence

- **Stephanie A. Steeber**, speech therapist, effective Dec. 10, 2018

12.3 Unrestricted Funds Summaries (Attachments)

Information items include summaries of CSIU unrestricted funds for both the 2017-18 FY (Final) and the 2018-19 FY (Projected).

12.4 Administration – Staff Travel

James Gerl, hearing officer, will attend the *LRP's Special Education School Attorneys Conference* on Jan. 14-16, 2019 in Phoenix, Ariz. While there, he will receive the latest insights on major issues and challenges that affect school district clients such as litigating due process cases; FERPA; ethical obligations during settlement and dispute resolution; FAPE; using experts in special education litigation; discrimination; prior written notices; and title IX. Funds for estimated expenses of \$2,445 are available in the Office for Dispute Resolution budget.

Jeff Kimball, director of cooperative purchasing, and **Cassie Seabridge**, cooperative purchasing services marketing specialist, will attend the *CA Association of Public Procurement Officials Conference* on Jan. 14-16, 2019 in Sacramento, Calif. While there, they will market KPN and PEPPM Cooperative Purchasing programs. Funds for estimated expenses of \$1,656, respectively, are available in the joint purchasing budget.

Jared Lehman, supervising manager, will attend the *Future of Education Technology Conference* on Jan. 28-30, 2019 in Orlando, Fla. While there, he will be an exhibitor to promote PEPPM and KPN programs. Funds for estimated expenses of \$1,830 are available in the joint purchasing budget.

12.5 Fiscal Communications

Nov. 2, 2018, a letter from Carmen M. Medina (Chief – Pennsylvania Department of Education, Division of Student Services) notifying CSIU that the three-year federal grant for the Center for School and Communities (CSC) Migrant Education Program (MEP) has been fully approved for 2018-2021. The first year of Project #017-18-0106 is effective from July 1, 2018 through Sept. 30, 2019, in the amount of \$670,000.

Nov. 2, 2018, a letter from Carmen M. Medina (Chief – Pennsylvania Department of Education, Division of Student Services) notifying CSIU that the three-year state grant for Childcare and Summer Services for Children of Migratory Workers has been fully approved for 2018-2021. The first year of Project #4100081118 is effective from July 1, 2018 through June 30, 2019, in the amount of \$142,984.

Nov. 2, 2018, a letter from Brenda Kylen (Migrant Fiscal Officer – Pennsylvania Department of Education, Division of Student Services) notifying CSIU that the federal grant amendment for Grant #017-17-0101A has been approved. This No Cost Extension revises the ending date from Sept. 30, 2018 to Dec. 31, 2018. The grant amount remains \$1,605,212.

Nov. 6, 2018, a letter from Carmen M. Medina (Chief – Pennsylvania Department of Education, Division of Student Services) notifying CSIU that the three-year federal grant for

the CSIU Migrant Education Program (MEP) has been substantially approved for 2018-2021. The first year of Project #017-18-0101 is effective from July 1, 2018 through Sept. 30, 2019, in the amount of \$1,627,324.

Nov. 9, 2018, an email from Lisa Watson (Director of Management Services – Tuscarora Intermediate Unit 11) notifying CSIU of the Preschool Fiscal Management agreement in the amount of \$11,624.35. Funds are to be used to develop or enhance a fiscal management system to support Early Intervention Programs. Funds are available from June 1, 2018 through Dec. 31, 2018.

Nov. 14, 2018, an email from Ryan Bonafair (Purchasing Department, Millersville University) notifying CSIU of Service Purchase Contract #4000054609 for providing Migrant Education services at the Project Areas of Berks County, Lancaster County, Lebanon County and Lehigh County. This contract expires Oct. 1, 2019 and is in the amount of \$236,137.

Nov. 14, 2018, a letter from Mary A. Gailbreath (Vice President-Administration and Secretary/Treasurer – the Charles Stewart Mott Foundation) notifying CSIU of an approved grant for the Afterschool Youth Entrepreneurship Initiative. Grant No. 2018-03684 is for the period of Dec. 1, 2018 through Nov. 30, 2010, in the amount of \$175,000.

Nov. 21, 2018, a letter from Brenda Kylen (Migrant Fiscal Officer – Pennsylvania Department of Education, Division of Student Services) notifying CSIU of the approved budget revision for Project #017-18-0106 CSC Migrant Education Program. There are no changes to the Statement of Work and the grant performance period remains July 1, 2018 through Sept. 30, 2019. The grant amount is unchanged at \$670,000.

Nov. 29, 2018, an email from Grantsolutions.gov (Calvin D. Mitchell - ACF Grants Officer) notifying CSIU that Grant #03CH010273-04 has been awarded for Northumberland County Head Start and Early Head Start programs. A total of \$2,848,345 has been awarded for the budget period of Dec. 1, 2018 through Nov. 30, 2019. Head Start center-based operations have been awarded \$1,808,866 for serving 240 children. Early Head Start home-based operations have been awarded \$1,039,479 for serving 83 infants, toddlers and pregnant women.