

**CENTRAL SUSQUEHANNA INTERMEDIATE UNIT BOARD OF DIRECTORS
MINUTES OF THE REGULAR MEETING
Wednesday, May 15, 2019**

CSIU Central Office
90 Lawton Lane
Milton, PA 17847

COMMITTEE MEETINGS

Human Resources Committee 5 p.m.

DINNER – ART GALLERY RECEPTION – 5:30 p.m.

BUSINESS MEETING – 7 p.m.

INTRODUCTION

1.1 Call to Order

The meeting was called to order by President Augustine at 7:02 p.m.

1.2 Pledge of Allegiance

1.3 Roll Call

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	
Lauren Hackenburg	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

President Augustine announced that an executive session regarding a personnel issue would be held later in the meeting.

The next regular monthly meeting will begin at 7 p.m. on Wednesday, June 19, 2019 at the CSIU central office.

1.5 Approval of Minutes (Attachment)

Motion to approve the minutes of the meeting held on Wednesday, April 17, 2019 as presented.

Motion by Victor Abate, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Lauren Hackenburg, Jeffrey Kashner, Dennis Keiser, Joseph Klebon, Daniel McGann, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

1.6 CSIU Staff and Others in Attendance

Lynn Cromley – Assistant Executive Director/Chief Administrative Officer

Kenneth Erb – Facilities Coordinator

Pam Karnes – Education Association Representative

Dr. John Kurelja – Assistant Executive Director/Chief Academic Officer

Amy Pfleegor – Board Recording Secretary/Executive Office Manager

Brian Snyder – Director of Human Resources

Jennifer Spotts – Communications Manager

Jennifer Williams – Director of Special Education and Early Childhood Services

1.7 Spotlight Segment

There was no spotlight presentation this month.

2. BOARD GOVERNANCE

2.1 PSBA Voting Delegate

The CSIU is entitled to appoint a voting member to participate in the 2019 PSBA Delegate Assembly on Friday, Oct. 18. The Assembly occurs at the conclusion of the regularly scheduled events of the PASA-PSBA School Leadership Conference. Mr. Brecker served as CSIU's representative for the past four years.

Directors asked Mr. Brecker to serve as the CSIU's representative for the 2019 PSBA Delegate Assembly.

3. BUDGET AND FINANCE COMMITTEE - Daniel McGann, Chair; William Brecker, Tamara Hoffman and Joseph Klebon, Committee Members

3.1 Monthly Financial Statements (Attachments)

Directors are asked to approve the following April 2019 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 April 2019 as presented.

Motion by Daniel McGann, second by Victor Abate.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Lauren Hackenburg, Jeffrey Kashner, Dennis Keiser, Joseph Klebon, Daniel McGann, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

3.2 Purchase of Vehicles

Administration recommends approval to purchase the following two cargo vans for CSIU programs, per the COSTARS 026-053 purchasing agreement:

- 2019 Ford Transit-250 Base Medium Roof Cargo Van from Whitmoyer Ford, Inc., Mount Joy, at a cost of \$28,500; funds are available in Head Start, Pre-K Counts and Special Education budgets.
- 2019 Dodge Grand Caravan SE from Zimmerman Enterprises, Inc., Sunbury, at a cost of \$25,990; funds are available in the Early Head Start budget.

Motion to approve the purchase of two cargo vans for early childhood and special education programs as presented.

Motion by Daniel McGann, second by Victor Abate.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Lauren Hackenburg, Jeffrey Kashner, Dennis Keiser, Joseph Klebon, Daniel McGann, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

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

4.1 Keystone Purchasing Network (KPN) Definite Quantity Line-Item Bids (Attachments)

Directors are asked to approve KPN definite quantity line-item bid awards effective for the 2019-20 purchasing cycle as presented.

- Fuel Oil/Diesel/Gasoline (July 1, 2019 to June 30, 2020 Delivery)

Motion to approve KPN definite quantity line-item bid awards as presented.

Motion by Bruce Rhoads, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Lauren Hackenburg, Jeffrey Kashner, Dennis Keiser, Joseph Klebon, Daniel McGann, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

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

5.1 Full-Time Personnel

New Employees — Non-Instructional Staff

- **Christina L. Herman**, Williamsport, received a master's degree from

Pennsylvania State University, University Park. She has been employed as a supervisor of special education and career services with Loyalsock Township School District, Williamsport. Ms. Herman is recommended as a **college and career readiness educational support specialist**, at an annual salary of \$80,203.75, effective July 1, 2019 (contingent upon receipt of required clearances). Funds for this new position are available in the staff development budget.

- **Jesus Rodriguez**, Harrisburg, received a master's degree from University of Turabo, Gurabo, PR. He has recently been employed as a mechanic at Central PA Laundry, Shiremanstown, and was formerly a physical education teacher in Puerto Rico. Mr. Rodriguez is recommended as a **Migrant Education recruiter**, at an hourly rate of \$18.50 (\$36,075 annually), effective May 29, 2019 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Migrant Education budget.

Position Transfers

- **Ethan J. Emiliani**, from payroll technician/client support specialist at an annual salary of \$40,000 to **client support specialist**, also at an annual salary of \$40,000, effective May 16, 2019
- **Dawn M. Evans**, from Head Start family and health coordinator at a current hourly rate of \$15.43 (\$23,145 annually) to **Pre-K Counts family and health assistant**, at an hourly rate of \$16 (\$24,000 annually), effective May 16, 2019

Title Changes

- **Terri A. Locke**, from Early Childhood program supervisor to **supervisor of Early Childhood services and Head Start/Pre-K Counts programs**, effective May 16, 2019

Change of Start Date

- Directors previously approved the hire of **Ky W. Mahaffey**, Head Start assistant instructor, effective April 29, 2019. The start date has since been changed to Aug. 6, 2019.

Resignations

- **Amanda R. Jones**, Pre-K Counts assistant instructor, effective April 17, 2019
- **Charles E. Peterson Jr.**, Chief Financial Officer, effective June 28, 2019
- **Catharine E. Cosoleto**, retiring as pre-school speech therapist, effective July 27, 2019
- **Kathleen A. Ditty**, classroom LPN associate, effective May 3, 2019
- **Michael I. Lindermuth Sr.**, PIMS client support specialist III, effective May 27, 2019
- **Maggie E. Phelps**, client support specialist I, effective May 27, 2019
- **Julie A. Shumaker**, retiring as adult basic education instructor/trainer, effective Aug. 1, 2019
- **Linda S. Zeager**, Early Intervention instructional support program assistant, effective May 16, 2019

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

Motion to approve full-time personnel recommendations as presented.

Motion by Dennis Keiser, second by Joseph Klebon.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Lauren Hackenburg, Jeffrey Kashner, Dennis Keiser, Joseph Klebon, Daniel McGann, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

5.2 Part-Time Personnel

New Employees – Summer Work

- **Michaela E. Harpster**, human resources intern, at an hourly rate of \$12, effective June 10, 2019 to Aug. 16, 2019 (contingent upon receipt of required clearances)
- **Grace Kline**, communications intern, at an hourly rate of \$12, effective May 21, 2019 to Aug. 30, 2019 (contingent upon receipt of required clearances)
- **Jaden Rice**, facilities intern, at an hourly rate of \$10.35, effective June 17, 2019 to Aug. 30, 2019 (contingent upon receipt of required clearances)

Resignations

- **Heather A. Shipe**, nutrition aide/custodian, effective Apr. 14, 2019
- **Khadga T. Rai**, Migrant Education translator, effective Aug. 17, 2018
- **Brooke A. Young**, Corrections Education school psychologist, effective May 10, 2019

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

Motion to approve part-time personnel recommendations as presented.

Motion by Dennis Keiser, second by Joseph Klebon.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Lauren Hackenburg, Jeffrey Kashner, Dennis Keiser, Joseph Klebon, Daniel McGann, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

5.3 Substitute Personnel

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

Substitute Teachers

Maria J. Carson
Chelsea L. Landis
Jennifer J. Frye
Joshua M. Larson
Ruby Leonard

Substitute Aides

Kayla P. Gedney
Betsy J. Persing

Motion to approve substitute personnel recommendations as presented.

Motion by Dennis Keiser, second by Joseph Klebon.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Lauren Hackenburg, Jeffrey Kashner, Dennis Keiser, Joseph Klebon, Daniel McGann, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

5.4 Salary Adjustments

- **Tanya R. Dynda**, instructional technology and STEM specialist from a current annual salary of \$75,599.73 to an annual salary of \$80,203.75, due to increased responsibilities, effective July 1, 2019

At its April meeting, the CSIU Board of Directors approved salary equity adjustments for Early Head Start family partners / home visitors, Early Head Start supervisors, Head Start assistant instructors, Head Start family health coordinators and Head Start regional team supervisors. Adjustments were retroactive to Dec. 1, 2018 and were funded through COLA grant awards and existing grant funding. Directors are being asked to approve three additional Head Start assistant instructors for the same salary equity adjustments.

- **Kiersten A. Buss**, Head Start assistant instructor, from hourly rate of \$9.62 to \$9.79
- **Sara C. Heimbach**, Head Start assistant instructor, from hourly rate of \$9.62 to \$9.79
- **Madison M. Lawless**, Head Start assistant instructor, from hourly rate of \$9.73 to \$9.90

Motion to approve full-time salary adjustments as presented.

Motion by Dennis Keiser, second by Joseph Klebon.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Lauren Hackenburg, Jeffrey Kashner, Dennis Keiser, Joseph Klebon, Daniel McGann, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

5.5 Salary Correction

- **Linda Herr**, WATCH Project career coordinator, was listed in the March 20, 2019 agenda with an incorrect salary of \$35,598.50. The correct salary is \$33,598.50.

Motion to approve the correction to salary as presented.

Motion by Dennis Keiser, second by Joseph Klebon.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Lauren Hackenburg, Jeffrey Kashner, Dennis Keiser, Joseph Klebon, Daniel McGann, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

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

6.1 Fire Alarm System Change Order

Administration recommends approval of a change order to the contract with Kint Fire

Protection in the amount of \$8,767.96. This will increase the current contract total from \$68,665 to \$77,422.96. This change order will add a feature to the new fire alarm system that will provide connection to the existing phone system and the ability to make announcements anywhere in the building. This is particularly important in emergency situations. Funds for this change order are available in the capital reserve budget.

Motion to approve a change order with Kint Fire Protection as presented.

Motion by Daniel McGann, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Lauren Hackenburg, Jeffrey Kashner, Dennis Keiser, Joseph Klebon, Daniel McGann, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

6.2 Purchase of Passenger Van

At its Nov. 14, 2018 meeting, the CSIU Board of Directors approved the purchase of a 10-passenger van to support the EdEx mail delivery program and students/programs at Work Foundations⁺. Due to manufacturing issues at the Ford Motor Company, that specific vehicle is no longer available; in its place, administration recommends approval to purchase a 2019 Ford Transit-150 passenger van from Sunbury Motors at a cost of \$32,237 per the COSTARS 026-053 purchasing agreement.

Motion to approve the purchase of 2019 Ford Transit-150 passenger van as presented.

Motion by Daniel McGann, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Lauren Hackenburg, Jeffrey Kashner, Dennis Keiser, Joseph Klebon, Daniel McGann, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

6.3 Engineering/Architect & Services Re-Bid contract

Administration recommends approval of a rebid contract with HUNT Engineers, Architects & Surveyors, Towanda, Pa. to provide engineering and architectural services for re-design, bidding and project management for the construction of a pavilion in front of the CSIU central office at a cost of \$14,850. Funds are available in the capital reserve budget.

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

Motion by Daniel McGann, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Lauren Hackenburg, Jeffrey Kashner, Dennis Keiser, Joseph Klebon, Daniel McGann, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

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

No report.

8. NOMINATIONS COMMITTEE – Jeffrey Kashner, Chair; Kathleen DeYong and Slade Shreck, Committee Members

8.1 Committee Report

The Board President appointed the following board members to the Nominations Committee:

- Jeffrey Kashner, Chair
- Kathleen DeYong and Slade Shreck, Committee Members

The Committee met following the April meeting, and will present its recommendation for a slate of candidates for board officers at the June meeting. Election of officers for 2019-20 will take place at the June reorganization meeting.

9. EDUCATIONAL PROGRAM MATTERS

9.1 Northumberland Area Head Start and Early Head Start (Attachments)

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

- Post-Award Budget Revision
- Head Start/Early Head Start Monthly Report for March 2019

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

Motion by Victor Abate, second by Daniel McGann.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Lauren Hackenburg, Jeffrey Kashner, Dennis Keiser, Joseph Klebon, Daniel McGann, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

9.2 Classroom User Agreement

The CSIU utilizes classroom space throughout the five-county region on an as-needed and as-available basis. Classroom space is needed and available at no cost to the CSIU during the 2019-20 school year in the Millville Area School District.

Motion to approve a Classroom User Agreement for the 2019-20 school year as presented.

Motion by Victor Abate, second by Daniel McGann.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Lauren Hackenburg, Jeffrey Kashner, Dennis Keiser, Joseph Klebon, Daniel McGann, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

9.3 Early Intervention Training Contract

Directors are asked to approve a contract for services with Lancaster-Lebanon Intermediate Unit to provide up to 20 hours of on-site ACCESS training, and up to 20 hours of web-based/phone ACCESS training/consultation, at a rate of \$75 per

hour for ACCESS program assistant or lead, and \$140 per hour for ACCESS supervisor, effective April 1, 2019 through June 30, 2019.

Motion to approve contract for training services for early intervention staff as presented.

Motion by Victor Abate, second by Daniel McGann.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Kathleen DeYong, Lauren Hackenburg, Jeffrey Kashner, Dennis Keiser, Joseph Klebon, Daniel McGann, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton

10. ADMINISTRATIVE MATTERS

No report.

11. ADMINISTRATIVE REPORTS

11.1 Executive Leadership - Dr. Kevin Singer, Executive Director

12. EXECUTIVE SESSION

President Augustine called an executive session at 7:21 p.m. regarding a personnel issue. The executive session concluded at 7:28 pm.

13. ADJOURNMENT

13.1 Adjourn Meeting

The meeting was adjourned by President Augustine at 7:30 p.m.

Respectfully submitted,

**Daniel McGann
Secretary**

**Amy Pfleegor
Board Recording Secretary**

14. INFORMATION ONLY

14.1 Board Governance – Director Election 2019

The following directors appear on the ballot for 2019 election to the CSIU Board of Directors to a full three-year term or to the balance of an unexpired term. Ballots have been sent to each district superintendent for directors to use in voting.

Nominee	District	Length of Term
Kathleen DeYong	Benton Area	July 1, 2019 – June 30, 2022
Lauren Hackenburg	Line Mountain	April 17, 2019 – June 30, 2022 (Unexpired term through June 2019)
Deborah Price	Millville Area	July 1, 2019 – June 30, 2022
William Brecker	Mount Carmel Area	July 1, 2019 – June 30, 2022
Joseph Klebon	Southern Columbia Area	July 1, 2019 – June 30, 2022
Tamara Hoffman	Warrior Run	July 1, 2019 – June 30, 2022
Heather Hackenberg	Danville Area	through June 30, 2021
Dr. Alvin Weaver	Milton Area	through June 30, 2021

14.2 Health Insurance Savings Report

Since 1993, the CSIU has offered a monetary incentive program for employees who are eligible to receive health insurance coverage elsewhere. The monetary incentive provides payment to each employee in lieu of CSIU-provided health insurance coverage. The following table shows the savings to the CSIU over the past five years through the monetary incentive program.

Year	No. of Employees on Monetary Incentive	Avoided Health Coverage Costs	Total Monetary Incentive Costs	Savings
2015	131	\$2,071,896	\$415,000	\$1,656,896
2016 (BU)	34	\$559,368	\$106,488	\$452,880
2016 (NBU)	99	\$1,177,308	\$297,000	\$880,308
2017 (BU)	36	\$563,846	\$116,640	\$447,206
2017 (NBU)	108	\$1,217,203	\$324,000	\$893,203
2018 (BU)	37	\$619,025	\$130,536	\$488,489
2018 (NBU)	108	\$1,199,837	\$324,000	\$875,837
2019 (BU)	40	\$716,400	\$153,919	\$562,481
2019 (NBU)	117	\$1,613,477	\$409,498	\$1,203,979
Total 5-Year Savings				\$7,461,279

Bargaining unit (BU) and non-bargaining unit (NBU) staff receive a payment of \$4,000 paid biweekly.

14.3 Human Resources – Staff Leaves of Absences

Paid Leaves of Absence

- **Nicola Y. Manning-Davenport**, PIMS client support specialist II, effective April 23, 2019 to May 31, 2019
- **Jessica B. Harry**, special education program supervisor, effective May 27, 2019 to July 8, 2019, intermittent July 9, 2019 to Aug. 20, 2019
- **Danielle M. Zeigler**, Early Intervention program supervisor, effective July 29, 2019 to Oct. 22, 2019

Extension of Paid Leave of Absence

- **Katrina L. DelVecchio**, senior software quality assurance specialist III, effective May 13, 2019 to June 10, 2019

Paid/Unpaid Leave of Absence

- **Tegan M. Kessler**, Early Head Start family partner/home visitor, effective June 16, 2019 to Sept. 9, 2019

Unpaid Leave of Absence

- **Christopher A. Maust**, Head Start assistant instructor, intermittent leave starting April 23, 2019

Return from Paid Leaves of Absence

- **Steven K. Kennedy**, telecommunications web consultant, effective May 13, 2019
- **Jolene Stassel**, Early Intervention teacher, effective April 23, 2019

Return from Unpaid Leaves of Absence

- **Danielle C. Berninger**, teacher of deaf/hard hearing, effective April 22, 2019
- **Lynette M. Pauling**, Pre-K Counts associate instructor, effective May 6, 2019

14.4 Human Resources - Completion of New Employee Probationary Periods

- **Julie A. Witmer**, human resources technician, effective April 26, 2019

14.5 Public Surplus – Online Auction

The following items will be included in the next CSIU online auction, using the Public Surplus auction service for public and educational agencies:

- (1) 2009 Ford E-150 Cargo Van
- (1) 2005 Pontiac Montana
- (5) Apple iPhones Model 6
- (1) Scrap Pile – Miscellaneous Items
- (15) Office Chairs

14.6 Administration – Staff Travel

Ines L. Vega, statewide parent and special projects coordinator, will attend the **2019 National Family and Community Engagement Conference** on July 10-12, 2019 in Reno, Nev. While there, she will receive professional development and the opportunity to network with state leaders, school and district leaders,

administrators, educators, community-based organizations, researchers and families to focus on solutions that enhance and expand engagement and improve student success through family-school-community partnerships. Funds for estimated expenses of \$2,027 are available in the PA Migrant Education budget.

Lynn Cromley, assistant executive director/chief administrative officer, and **John Kurelja**, assistant executive director/chief academic officer, will attend the **AESA Summer Leadership Conference** on July 15-18, 2019 in Long Beach, Calif. While there, they will learn about a cornerstone model for systematic change that will examine Collective Impact, a group of stakeholders from different sectors with a common agenda for solving a specific social problem, using a structured form of collaboration. Funds for estimated expenses of \$2,355 and \$2,595, respectively, are available in the administration and curriculum budgets.

14.7 Fiscal Communications

March 29, 2019, an email from Mark Donegan (Administrative Officer 1 – Pennsylvania Department of Education, Bureau of Management Services) notifying CSIU of the revised purchase order for CSC AEDY (Alternative Education for Disruptive Youth) Consultants. Purchase Order #4300518474 is valid from Oct. 1, 2016 through June 30, 2021, in the amount of \$582,203.97. This revision did not change the overall amount of the purchase order. Funds were moved between line items in order to reflect approved spending changes.

April 8, 2019, an email from Jim Domen (Procurement Manager – Pennsylvania Department of Education, Bureau of Management Services) notifying CSIU of the purchase order for services related to the KEI (Kindergarten Entry Inventory) Tool. Purchase Order #4300608025 is valid from April 1, 2019 through June 30, 2023, in the amount of \$905,321.12.

April 9, 2019, an email from Lisa Lockwood (ELECT Program Officer – Pennsylvania Department of Education, Bureau of School Support) notifying CSIU of the 2019-20 ELECT preliminary allocation of \$398,000. All allocated funds are federal, with an effective date of July 1, 2019 through June 30, 2020. The amount is subject to change pending final state allocation issued to PDE by the Department of Human Services.

April 9, 2019, an email from Grantsolutions.gov (Timothy Chappelle - ACF Grants Officer) notifying CSIU of an amendment to Grant #90FX0033-03-04. This action administratively closes the WATCH (Work Attributes Toward Careers in Health) grant for the budget period of Sept. 30, 2017 through Sept. 29, 2018.

April 29, 2019, an email from Brenda Kylan (Migrant Fiscal Officer – Pennsylvania Department of Education, Division of Student Services) notifying CSIU of the approved budget revisions for the 2018-19 Migrant Education Childcare Services (\$87,681) and Summer Services (\$55,303) Grants, which comprise FC #4100081118. There were no changes to the statement of work or grant amounts and the effective dates remain July 1, 2018 through June 30, 2019.