

**CENTRAL SUSQUEHANNA INTERMEDIATE UNIT BOARD OF DIRECTORS
MINUTES OF THE REGULAR MONTHLY MEETING
Wednesday, May 20, 2020**

VIRTUAL MEETING

COMMITTEE MEETINGS – 6:30 p.m.

Budget and Finance
Buildings and Grounds
Human Resources
Technology/Marketplace

BUSINESS MEETING – 7 p.m.

1. 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 – Directors present – 16; Directors absent – 1

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
Dr. Yohannes Getachew	Danville Area	X	
Lauren Hackenburg	Line Mountain	X	
Tamara Hoffman	Warrior Run	X	
Jonathan Jones	Bloomsburg Area	X	
Jeffrey Kashner	Shamokin Area	X	
Gregory Klebon	Southern Columbia Area	X	
Dennis Keiser, Treasurer	Mifflinburg Area	X	
Deborah Price	Millville Area	X	
Bruce Rhoads, Vice President	Central Columbia	X	
Slade Shreck, Secretary	Shikellamy	X	
Mary Ann Stanton	Lewisburg Area	X	
Dr. Alvin Weaver	Milton Area	X	
Susy Wiegand	Berwick Area	X	

1.4 Announcements

The next regular monthly meeting will begin at 7 p.m. on Wednesday, June 17, 2020 at the CSIU central office or virtually.

1.5 Recognition of Guests and Opportunity for Public Comment

President Augustine announced that a modification was made to this agenda item to align with typical business meetings and to follow Board policy. The public was able to submit comments/questions to the CSIU Board by sending an email to AsktheBoard@CSIU.org. There were no comments or questions received from the public.

CSIU Staff and Others in Attendance

Dr. Bernadette Boerckel, Director of Community Outreach
John Brenchley, Chief Innovation Officer
Sweta Butala, Human Resources Coordinator
Mark Carollo, Cooperative Purchasing Programs Manager
Kenneth Erb, Manager of Buildings and Grounds
Kevin Kilgus, Director of Financial Services
Dr. John Kurelja, Assistant Executive Director/Chief Academic Officer
Jared Lehman, Associate Director of Cooperative Purchasing
David Marshall, CSC Contract and Grant Operations Manager
Dr. Shileste Overton-Morris, Center for Schools and Communities Director
Molly Nied, Director of Academics
Amy Pfleegor, Executive Office Manager/Board Recording Secretary
Laura Saccente, Pennsylvania Statewide Afterschool/Youth Development Network (PSAYDN) Director
Eric Shearer, Telecommunications Technology Network Coordinator
Dr. Kevin Singer, Executive Director
Brian Snyder, Chief Financial and Operations Officer
Christy Veitch, Information Technology Special Projects Consultant
Jennifer Williams, Director of Special Education and Early Childhood Services

2. POLICY COMMITTEE - Bruce Rhoads, Chair; Larry Augustine and Slade Shreck, Committee Members

2.1 Policy Attachments and Revisions/New Policy (Attachments)

Policies listed below are being presented for first reading and adoption. They have been reviewed and approved by the Board Policy Committee, executive director, senior leaders and legal counsel. The second reading for adoption of these updates and new policy is waived, and they shall become effective immediately.

Policy/Attachment Revisions:

006.1 Attendance at Meetings via Electronic Communications

626 Federal Fiscal Compliance

Attachment – Allowability of Costs – Federal Programs

Attachment – Cash Management – Federal Programs

Attachment – Administration of Federal Funds – Type of Costs, Obligations and Property Management

Attachment – Procurement – Federal Programs

Attachment – Grant Subrecipient Monitoring Procedures – Federal Programs

New Policy:

New Attachments:

335 Family and Medical Leaves (No changes to policy. Copy attached for reference only.)

Attachment – Families First Coronavirus Response Act (FFCRA)

Attachment – FFCRA Poster – English

Attachment – FFCRA Poster – Spanish

Motion to adopt at first reading the proposed policies as presented. The second reading for adoption of these updates and new policy is waived, and they shall become effective immediately.

Motion by Bruce Rhoads, second by Susy Wiegand.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

Dr. Weaver arrived to the meeting at 7:05 p.m.

3. BOARD GOVERNANCE

3.1 New CSIU Director

President Augustine welcomed Dr. Yohannes Getachew, Danville Area School District's recently appointed representative to the CSIU Board of Directors.

3.2 Approval of Minutes (Attachment)

Motion to approve the minutes of the CSIU Board of Directors meeting held on Wednesday, April 15, 2020.

Motion by Lauren Hackenburg, second by Mary Ann Stanton.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

3.3 PSBA Voting Delegate (Attachment)

The CSIU is entitled to appoint a voting member to participate in the 2020 PSBA Delegate Assembly on Saturday, Nov. 7, 2020. Mr. Brecker served as CSIU's representative the past four years and is willing to serve for the 2020 Assembly.

Motion to approve Mr. Brecker as the PSBA Delegate to attend the 2020 PSBA Delegate Assembly on Nov. 7, 2020.

Motion by Bruce Rhoads, second by Lauren Hackenburg.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

4. BUDGET AND FINANCE COMMITTEE – Tamara Hoffman, Chair; William Brecker and Deborah Price, Committee Members

4.1 Monthly Financial Statements (Attachments)

Directors are asked to approve the following April 2020 financial statements:

- Financial Report;
- Program Balance Sheet; and
- General Fund Accounting Payment Summary. Funds for payments are available in program budgets.

Motion to approve monthly financial statements for April 2020 as presented.

Motion by Tamara Hoffman, second by Yohannes Getachew.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

4.2 Line of Credit (Attachment)

Administration recommends the establishment of a \$5,000,000 Line of Credit with First National Bank of Pennsylvania, the current local depository of the Central Susquehanna Intermediate Unit, for future operational cash flow needs of the organization, if needed. The term of the Line of Credit will be renewed on an annual basis.

Motion to approve the establishment of a Line of Credit as presented.

Motion by Tamara Hoffman, second by Yohannes Getachew.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

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

5.1 PEPPM 2020 Marketplace Bid Award

Directors are asked to approve the PEPPM bid award for the marketplace contract to Amazon.com Services LLC. This contract will have an effective date of June 1, 2020 and will be valid through May 31, 2022. A quote sheet, items and pricing are provided to directors for consideration.

Motion to approve the PEPPM 2020 Marketplace Bid award as presented.

Motion by Bruce Rhoads, second by Mary Ann Stanton.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

5.2 Cooperative Purchasing Customer Appreciation Rebate for Local Districts

The CSIU sponsors a customer appreciation program to reward local school districts and career and technical centers for participating in its cooperative purchasing programs. Now entering its eighth year, the program provides CSIU-region LEAs a rebate of a percentage of the fee the CSIU receives from contract sales. Administration proposes the rebate be offered again for 2020-2021 at 35 percent.

- 2013-14: 25 percent
- 2014-15: 30 percent
- 2015-16: 35 percent
- 2016-17: 35 percent
- 2017-18: 35 percent
- 2018-19: 35 percent
- 2019-20: 35 percent

Motion to approve the cooperative purchasing customer appreciation rebate for local CSIU districts as presented.

Motion by Bruce Rhoads, second by Mary Ann Stanton.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

5.3 Contract with Technology Advantage, Inc. (TAI) (Attachment)

Administration recommends entering into a contract with Technology Advantage, Inc. (TAI) for the following services at an amount not to exceed \$100,000, effective July 1, 2020 through June 30, 2021, with the option to continue.

- **E-Rate Consultant:** \$59 per hour, plus expenses
- **PIMS Client Support:** \$250 per day, plus expenses

Motion to approve a contract with Technology Advantage, Inc. (TAI) as presented.

Motion by Bruce Rhoads, second by Mary Ann Stanton.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

5.4 Software Services Contracts

The CSIU currently contracts with Bar-Tek Software Services, Inc. (BAR-TEK) of Mountville, Data Knowledge, Inc. (DKI) of Northport, Fla. and Global Data Consultants, LLC (GDC) of Chambersburg, for technology services (programming) for the development of CSIU software products. Administration recommends continuing contracts with them for the next fiscal year at the amounts below. Funds are available in the computer services budget.

- **BAR-TEK:** software services include programming time necessary to implement enhancements and revisions to the legacy Fox-Pro financial product. Contract terms are a not-to-exceed amount of \$30,000 from July 1, 2020 to June 30, 2021.
- **DKI:** technology services include programming time necessary to implement changes on input screens and reports in the Financial Information System. Contract terms are a not-to-exceed amount of \$100,000 from July 1, 2020 to June 30,

2021.

- GDC: technology services include programming time necessary to implement changes on input screens and reports in the Financial Information System. Contract terms are a not-to-exceed amount of \$300,000 from July 1, 2020 to June 30, 2021.

Motion to approve the contracts with Bar-Tek Software Services, Inc. (BAR-TEK), Data Knowledge, Inc. (DKI) and Global Data Consultants (GDC) as presented.

Motion by Bruce Rhoads, second by Mary Ann Stanton.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

6. HUMAN RESOURCES COMMITTEE – Dennis Keiser, Chair; Larry Augustine and Mary Ann Stanton, Committee Members

6.1 Full-Time Personnel

New Employee – Instructional Staff

- **Megan Carr**, Selinsgrove, received a master's degree from Misericordia University, Dallas. She has been employed as an occupational therapist with UPMC Susquehanna Home Care and Hospice, Williamsport. Ms. Carr is recommended as an **occupational therapist** at the master's step 7 classification, effective July 6, 2020 at an annual salary of \$59,934, according to the terms of the current Collective Bargaining Agreement (contingent upon receipt of required clearances). Funds for this replacement position are available in the Early Intervention budget.

New Employees – Non-Instructional Staff

- **Heather Cuff**, Catawissa, received a bachelor's degree from Wilkes University, Wilkes-Barre. She has been employed as an online ESL teacher with VIPKid. Ms. Cuff is recommended as an **Early Head Start family partner/home visitor**, at an hourly rate of \$18.21 (\$35,509.50 annually), effective June 1, 2020 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Early Head Start budget.
- **Austin Fry**, Sunbury, received a bachelor's degree from McDaniel College, Westminster, Md. He has been employed as a staff accountant with Klacik and Associates, Shamokin. Mr. Fry is recommended as a **client support specialist I**, at an annual salary of \$46,000, effective May 21, 2020 (contingent upon receipt of required clearances). Funds for this replacement position are available in the computer services budget.
- **Betsy S. Stetler**, Northumberland, received a bachelor's degree from Lock Haven University. She has been employed as a lead Head Start teacher with Summit Early Learning, Lewisburg. Ms. Stetler is recommended as a **Head Start instructor**, at an hourly rate of \$19.30 (\$31,960.80 annually), effective May 27, 2020 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Head Start budget.

Position Transfers

- **Dr. Bernadette U. Boerckel**, from director of community outreach, at a current annual salary of \$120,199.97, to **chief outreach officer (COO)**, at an annual

salary of \$140,000, effective July 1, 2020. The executive director recommends approval of a Senior Leader Employment Agreement for Dr. Boerckel, effective July 1, 2020 through June 30, 2022. The employment agreement outlines the responsibilities, conditions of employment, salary and benefits.

- **Mark C. Carollo**, from cooperative purchasing program manager at a current annual salary of \$78,325 to **associate director of cooperative purchasing**, at an annual salary of \$86,675, effective Aug. 1, 2020
- **Jessica B. Harry**, from Special Education program supervisor at a current annual salary of \$78,676.34 to **Special Education and off-site facilities support program supervisor**, at an annual salary of \$83,396.92, effective July 1, 2020
- **Jared D. Lehman**, from associate director of cooperative purchasing at a current annual salary of \$102,017 to **director of cooperative purchasing**, at an annual salary of \$113,365, effective Aug. 1, 2020
- **Amber R. Lind**, from education data support services supervisor at a current hourly rate of \$28.85 (\$56,252.49 annually) to **cooperative purchasing program manager**, at an hourly rate of \$35 (\$68,252.49 annually), effective July 1, 2020
- **Dr. Molly C. Nied**, from director of academic programs, at a current annual salary of \$120,199.97 to **chief academic officer (CAO)**, at an annual salary of \$140,000, effective July 1, 2020. The executive director recommends approval of a Senior Leader Employment Agreement for Dr. Nied, effective July 1, 2020 through June 30, 2022. The employment agreement outlines the responsibilities, conditions of employment, salary and benefits
- **Dr. Shileste Overton-Morris**, from center for schools and communities director, at a current annual salary of \$120,199.97 to **chief programs officer (CPO)**, at an annual salary of \$140,000, effective July 1, 2020. The executive director recommends approval of a Senior Leader Employment Agreement for Dr. Overton-Morris, effective July 1, 2020 through June 30, 2022. The employment agreement outlines the responsibilities, conditions of employment, salary and benefits.
- **Thomas M. Packer**, from off-site facilities support technician at a current hourly rate of \$19.20 (\$37,440 annually) to **off-site facilities and safety support technician**, at an hourly rate of \$20.35 (\$39,682.50 annually), effective July 1, 2020
- **Shelley A. Rumberger**, from administrative assistant at a current hourly rate of \$18.90 (\$36,855 annually) to **data management assistant**, also at an hourly rate of \$18.90 (\$36,855 annually), effective May 21, 2020
- **Cathy M. Yordy**, from administrative assistant at a current hourly rate of \$12.36 (\$20,394 annually) to **Special Education administrative assistant**, at an hourly rate of \$13.10 (\$21,615 annually), effective Sept. 1, 2020

Resignations

- **Katrina L. DelVecchio**, senior software quality assurance specialist III, effective April 30, 2020
- **Carol A. Fisher**, retiring as data management assistant, effective June 12, 2020

*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 Gregory Klebon.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

6.2 Part-Time Personnel

Resignation

- **Faye H. Fahnestock**, nutrition operations assistant, effective June 15, 2020

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

Motion to approve a part-time personnel recommendation as presented.

Motion by Dennis Keiser, second by Gregory Klebon.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

6.3 Substitute Personnel

Directors are asked to approve substitute personnel to work in CSIU classrooms for the 2019-20 school year.

Substitute Teacher

Roger K. Boschetto

Motion to approve substitute personnel recommendations as presented.

Motion by Dennis Keiser, second by Gregory Klebon.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

6.4 Non-Bargaining Unit Staff Salary Adjustment for 2020-21 (Attachment)

Administration recommends a three percent salary increase for non-bargaining unit staff for the 2020-21 fiscal year, effective July 1, 2020. Adjustments will be made to this percentage according to administrative regulation, hire dates, position transfers and salary adjustments, as applicable.

Motion to approve salary adjustments for non-bargaining unit staff for fiscal year 2020-21 as presented.

Motion by Dennis Keiser, second by Gregory Klebon.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

6.5 Regular Part-time Staff Salary Adjustment for 2020-21 (Attachment)

Administration recommends a three percent salary increase for part-time staff for the 2020-21 fiscal year, effective July 1, 2020. Adjustments will be made to this percentage according to administrative regulation, hire dates, position transfers and salary adjustments, as applicable.

Motion to approve salary adjustments for part-time staff for fiscal year 2020-21 as

presented.

Motion by Dennis Keiser, second by Gregory Klebon.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

6.6 Senior Leader Employment Agreements (Attachments)

Board President Larry Augustine appointed an Ad-Hoc Committee to evaluate changes to the senior leader employment agreements. Current agreements expire June 30, 2020. Directors are asked to approve the following, per the recommendation of the Committee:

- Employment Agreement – **John E. Brenchley**, Chief Innovation Officer, as presented for the term of July 1, 2020 through June 30, 2022.
- Employment Agreement – **Dr. John M. Kurelja**, Assistant Executive Director, as presented for the term of July 1, 2020 through June 30, 2021.
- Employment Agreement – **Brian L. Snyder**, Chief Financial and Operations Officer, as presented for the term of July 1, 2020 through June 30, 2022.

Motion to approve senior leader employment agreements for John E. Brenchley, John M. Kurelja and Brian L. Snyder as presented.

Motion by Dennis Keiser, second by Gregory Klebon.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

6.7 Senior Leader Salary Adjustments for 2020-21

The Executive Director recommends that each member of the senior leader group be provided a three percent salary increase for the 2020-21 fiscal year. This percent matches the percentage increases provided to other employee groups.

Name	Position	%	2019-20 Salary	2020-21 Salary
Dr. John Kurelja	Assistant Executive Director	3%	\$173,999.05	\$179,219.02
John Brenchley	Chief Innovation Officer	3%	\$172,783.52	\$177,967.03
Brian Snyder	Chief Financial and Operations Officer	3%	\$145,000.00	\$149,350.00

Motion to approve the Senior Leader salary adjustments for fiscal year 2020-21 year as presented.

Motion by Dennis Keiser, second by Gregory Klebon.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver,

Susy Wiegand

7. BUILDINGS AND GROUNDS COMMITTEE – William Brecker, Chair; Jeffrey Kashner and Bruce Rhoads, Committee Members

7.1 Lease Agreement Renewal

Directors are asked to approve a lease agreement renewal with Northumberland County Career and Technology Center for property located at 1700-2000 West Montgomery Street, Coal Township. Classroom spaces totaling 7,920 sq. ft., which is an increase of 420 sq. ft. from 2018, are used for the Head Start, Early Head Start and Early Intervention programs. The renewal lease is for the term July 1, 2020 through June 30, 2021 at a monthly cost of \$3,300, which is a \$1,100 per month increase from 2018.

Funds for this lease renewal are available in the Head Start, Early Head Start and Early Intervention budgets.

Motion to approve a lease agreement renewal with Northumberland County Career and Technology Center as presented.

Motion by William Brecker, second by Slade Shreck.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

7.2 Sublease Agreement Rate Increase

Directors are asked to approve a rate increase of \$12.36 per month for a sublease agreement with High Street Rentals, LLC, for 269 sq. ft. of currently leased office space used for the WATCH Project located at 111 S. Spring St. Suite #8, Bellefonte. The effective dates of this sublease are July 1, 2020 through June 30, 2021, unless sooner terminated or canceled in accordance with the term and condition of the sublease. Funds for this increase are available in the WATCH Project budget.

Motion to approve a rate increase for a sublease agreement with High Street Rentals, LLC as presented.

Motion by William Brecker, second by Slade Shreck.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

7.3 Sealcoating Service Contract

Directors are asked to approve a contract with Sheks Sealcoating Services, Lewisburg, for seal coating and line striping of the parking lots at the CSIU main building and Annex at a cost of \$14,650.

Three quotes were obtained and Sheks Sealcoating Services was the lowest. Funds for this contract are available in the capital reserve budget.

Motion to approve a contract with Sheks Sealcoating Services as presented.

Motion by William Brecker, second by Slade Shreck.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

7.4 Window Maintenance Contract

Directors are asked to approve a contract with Weatherproofing Technologies, Inc., Beachwood, Ohio, to perform the following window maintenance in the CSIU Conference and Learning Center at a cost of \$9,955.80. Funds for this contract are available in the capital reserve budget.

- Remove existing caulk;
- Clean and prime caulk joint areas;
- Install new backer rods; and
- Install new caulk.

Motion to approve a contract with Weatherproofing Technologies, Inc. as presented.

Motion by William Brecker, second by Slade Shreck.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

8. NOMINATIONS COMMITTEE – Jeffrey Kashner, Chair; Lauren Hackenburg and Deborah Price, Committee Members

8.1 Committee Report

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

- Jeffrey Kashner, Chair
- Lauren Hackenburg and Deborah Price, Committee Members

The Committee met following the April meeting and reported a full slate has been received for board officers. Election of officers for 2020-21 will take place at the June reorganization meeting.

9. UNFINISHED BUSINESS

None.

10. NEW BUSINESS

None.

11. EDUCATIONAL PROGRAM MATTERS

11.1 Transportation Contracts

Upon review of bids submitted on April 3, administration recommends approval of the following transportation contracts, effective July 1, 2020 through June 30, 2023. Funds for these contracts are available in the transportation budget.

- **Rohrer Bus Services**, Duncannon, at a rate of \$170 per day for a minimum of 150 days per school year, unless otherwise specified between the CSIU and the

contractor.

- **Fishing Creek Transportation**, Orangeville, at rates of \$181 per day for a van and \$255 per day for a 30 passenger mini bus for the 2020-21 school year; rates of \$183 per day for a van and \$265 per day for a 30 passenger mini bus for the 2021-22 school year; and rates of \$185 per day for a van and \$270 per day for a 30 passenger mini bus for the 2022-23 school year.
- **Weikel Busing, LLC**, Selinsgrove, at rates of \$130 per day for a non-CDL vehicle; \$145 per day for a non-CDL wheelchair van; and \$165 per day for a CDL standard bus with a 115-day minimum for each run.

Motion to approve transportation contracts as presented.

Motion by Bruce Rhoads, second by Victor Abate.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

11.2 Education and Technology Pool Counsel Legal Services Consultation

Administration recommends renewal of an agreement for pool counsel legal services consultation with Sweet, Stevens, Katz & Williams LLP for the 2020-21 school year in the amount of \$15,000. The purpose of the pool is to provide education and technology legal services consultation to the CSIU, member districts and cyber school in the form of telephone and electronic mail advice and opinions concerning special education, ESSA compliance, student services and student civil rights issues to the administrator or administrator's designee.

For the 2020-21 school year, 16 districts, the Columbia-Montour Area Vocational Technical School and the SusQ-Cyber Charter School have committed to continued participation in the pool at a rate of \$600 per LEA.

Motion to approve renewal of an agreement with Sweet, Stevens, Katz & Williams LLP as presented.

Motion by Susy Wiegand, second by William Brecker.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

11.3 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 March 2020

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

Motion by Victor Abate, second by Yohannes Getachew.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Larry Augustine, William Brecker, Yohannes Getachew, Lauren Hackenburg, Tamara Hoffman, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory

Klebon, Deborah Price, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver,
Susy Wiegand

12. ADMINISTRATIVE MATTERS

None.

13. ADMINISTRATIVE REPORTS

13.1 Executive Leadership - Dr. Kevin Singer, Executive Director

14. PUBLIC COMMENT

14.1 Public Comments

No comments or questions were received from the public.

15. ADJOURNMENT

15.1 Adjourn Meeting

President Augustine adjourned the meeting at 7:54 p.m.

Respectfully submitted,

**Slade Shreck
Board Secretary**

**Amy Pfleegor
Board Recording Secretary**

16. INFORMATION ONLY

16.1 Director Election for 2020

The following directors appear on the ballot for 2020 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
Susy Wiegand	Berwick Area	July 1, 2020 – June 30, 2023
Jonathan Jones	Bloomsburg Area	July 1, 2020 – June 30, 2023
Bruce Rhoads	Central Columbia	July 1, 2020 – June 30, 2023
Victor Abate	Mid-West	July 1, 2020 – June 30, 2023
Slade Shreck	Shikellamy	July 1, 2020 – June 30, 2023
Dr. Yohannes Getachew	Danville Area	through June 30, 2021
Gregory Klebon	Southern Columbia Area	through June 30, 2022

16.2 Human Resources – 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
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
2020 (BU)	43	\$817,240	\$171,998	\$645,242
2020 (NBU)	124	\$1,846,905	\$495,995	\$1,350,910
	Total 5-Year Savings			\$7,800,535

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

16.3 High School Regional Media and Design Competition

The CSIU sponsored and hosted the annual high school regional media and design competition virtually, testing students' computer knowledge and application skills. Thirteen projects were registered and only two projects were submitted for virtual judging. High school students from three LEAs submitted projects in six categories: 3D design, animation, digital movie, graphic design and logo, programming, and web page

design. The first-place winners advance to the state competition which will be held virtually on May 28th. The CSIU has sponsored the regional media and design competition (computer fairs) since 1998.

Graphic Design and Logo

1st Place: Line Mountain SD – Kalina Pechart, Abby Walter and Destiney Wynn

Programming

1st Place: Southern Columbia ASD – Ryan Hricenak

16.4 Human Resources - Completion of New Employees Probationary Periods

The following staff have completed their new employee probationary periods:

- **Megan L. Fleetwood**, practical nursing program instructor, effective April 9, 2020
- **Victoria A. Kramer**, career counselor specialist, effective April 23, 2020
- **Alison M. Kreitzer**, Center for Schools and Communities project specialist, effective April 23, 2020
- **Karen M. Nogle**, benefits and wellness specialist, effective April 9, 2020
- **Kaitlin M. O'Neill**, human resources compliance administrative assistant, effective April 14, 2020
- **Jonathan A. Sell**, Migrant Education student support specialist, effective April 1, 2020

16.5 Human Resources - Staff Leaves of Absence

Paid/Unpaid Leave of Absence

- **Kaitlin L. O'Neill**, human resources compliance administrative assistant, effective June 2, 2020 to July 13, 2020

Return from Paid Leaves of Absence

- **Matthew Dumberth**, Corrections Education - math teacher, effective March 16, 2020
- **Stephanie A. Ensanian**, Early Intervention program associate, effective April 15, 2020
- **William L. Simpson**, education program supervisor, effective April 6, 2020

16.6 Fiscal Communications

April 9, 2020, a letter from Mary A. Gailbreath (Vice President-Administration and Secretary/Treasurer – Charles Stewart Mott Foundation) notifying CSIU of Grant No. 2020-06274 for the Afterschool College and Career Readiness Initiative. The award is in the amount of \$150,000 for the period of July 1, 2020 through June 30, 2022.

April 16, 2020, an email from Maribel Martinez (Fiscal Management Specialist 1 – Pennsylvania Department of Education, Bureau of School Support) notifying CSIU that IGA #400022712 for the 21st Century Community Learning Centers Support and Technical Assistance Services has been fully approved. The agreement is in the amount of \$900,000 for the period of July 1, 2019 through June 30, 2020.

April 24, 2020, a letter from Brenda Kylan (Education Administration Associate – Pennsylvania Department of Education, Division of Student Services) notifying CSIU of the approved budget revision for FC #4100081118 (Migrant Education Childcare and Summer Services). This budget revision does not change the statement of work nor the amount of the award (\$143,209). The project period remains July 1, 2019 through June 30, 2020.