

**CENTRAL SUSQUEHANNA INTERMEDIATE UNIT BOARD OF DIRECTORS**  
**MINUTES OF THE REGULAR MONTHLY MEETING**  
**Wednesday, August 16, 2023**

CSIU Central Office  
90 Lawton Lane  
Milton, PA 17847

**DINNER - 5:45 p.m.**

**COMMITTEE MEETINGS - 6:30 p.m.**

Budget and Finance Committee  
Human Resources Committee

**BUSINESS MEETING - 7 p.m.**

**1. INTRODUCTION**

**1.1 Call to Order**

President Rhoads called the meeting to order at 7:02 p.m.

**1.2 Pledge of Allegiance**

**1.3 Roll Call – Directors present - 13; Directors absent - 4**

<b>Director</b>	<b>District</b>	<b>Present</b>	<b>Absent</b>
Victor Abate	Midd-West	X	
William Brecker	Mount Carmel Area		X
Dr. Samuel Faulkner	Danville Area	X	
Lauren Hackenburg	Line Mountain		X
David Hess	Selinsgrove Area	X	
Tamara Hoffman, Treasurer	Warrior Run		X
Jonathan Jones	Bloomsburg Area	X	
Jeffrey Kashner	Shamokin Area	X	
Dennis Keiser, Vice President	Mifflinburg Area	X	
Gregory Klebon	Southern Columbia Area	X	
Susan Myers	Millville Area	X	
William Pasukinis	Benton Area		X
Bruce Rhoads, 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**

Directors were asked to state their names when making a motion or second during the meeting, allowing for the motion to be recorded accurately.

The next regular monthly meeting will begin at 7 p.m. on Wednesday, Sept. 20, 2023 at the CSIU central office.

### **1.5 Recognition of Guests and Opportunity for Public Comment**

Bernadette Boerckel, Chief Outreach Officer  
Rae Ann Crispell, Administrative Support Director  
Tanya Dynda, Instructional Technology Support Specialist  
Alan Hack, Chief Academic Officer  
Kaitlyn Hall, Director of Early Childhood Education  
Kevin Kilgus, Director of Financial Services  
John Kurelja, Executive Director  
Jared Lehman, Chief Innovation Officer  
Terri Locke, Director of Special Education and Alternative Placement  
Shileste Overton Morris, Chief Programs Officer  
Amy Pfleegor, Executive Office Manager/Board Recording Secretary  
Laura Saccente, Center for Schools and Communities Assistant Director  
Eric Shearer, Telecommunications Technology Network Coordinator  
Brian Snyder, Chief Financial and Operations Officers

### **1.6 Approval of Minutes (Attachment)**

Directors were asked to approve the minutes of the CSIU Board of Directors meeting held on Wednesday, June 21, 2023.

Motion to approve the minutes of the meeting held on Wednesday, June 21, 2023 as presented.

Motion by Dennis Keiser, second by Susy Wiegand.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Samuel Faulkner, David Hess, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Susan Myers, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

### **1.7 Spotlight Segment**

**Dr. John Kurelja**, executive director, **Rae Ann Crispell**, administrative support director, and the senior leadership team provided an update to the Board regarding the 2021-2024 CSIU Strategic Plan.

## **2. EXECUTIVE COMMITTEE Bruce Rhoads, Dennis Keiser, Slade Shreck and Tamara Hoffman, Board Officers**

### **2.1 Ratification of July 2023 Payment Requests (June) (Attachment)**

As authorized by the CSIU Board Policy 005, board officers reviewed and approved payment of the following obligations, which are now presented to the board as a whole for its acceptance. Funds for payment are available in program budgets.

- **Payment Requests** - Officers were asked to approve payment of the following obligations, the summaries for which are included in this packet.

General Fund (6/30/23)	\$1,807,016.42
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Motion to approve the action of the Board Officers, acting as an executive committee, for the July 2023 payment authorization as presented.

Motion by Dennis Keiser, second by Slade Shreck.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Samuel Faulkner, David Hess, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Susan Myers, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

## **2.2 Ratification of July 2023 Human Resources Personnel Recommendations (Attachment)**

As authorized by the CSIU Board Policy 005, board officers reviewed and approved the following July 2023 personnel recommendations, which are now presented to the board as a whole for its acceptance.

### **Full-Time Personnel**

- **Brooke Irwin**, Milton, received a masters degree from Western Governors University, Salt Lake City, Utah. She has been employed as a substitute teacher with Warrior Run Area School District. Ms. Irwin is recommended as a **special education teacher**, at the masters step 1 classification, effective Aug. 1, 2023 (contingent upon receipt of required clearances), at an annual salary of \$51,178, according to the terms of the Collective Bargaining Agreement that expired on June 30, 2023. Funds for this replacement position are available in the special education budget.
- **Shelby Snyder**, Mifflinburg, received a masters degree from Bloomsburg University. She has been employed as a long-term substitute teacher with Hazelton Area School District. Ms. Snyder is recommended as a **corrections education school counselor**, at the masters step 1 classification, effective Aug. 1, 2023 (contingent upon receipt of required clearances), at an annual salary of \$46,159, according to the terms of the Collective Bargaining Agreement that expired on June 30, 2023. Funds for this replacement position are available in the corrections education budget.

### **New Employees - Non-Instructional Staff**

- **Kaitlyn K. Fetzer**, Milton, received a bachelors degree from Arizona State University, Tempe, Arizona. She has been employed as a preschool teacher with Summit Early Learning, Mifflinburg. Ms. Fetzer is recommended as a **Pre-K Counts senior instructor**, at an hourly rate of \$13.50 (\$18,731.25 annually), effective Aug. 1, 2023 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Pre-K Counts budget.
- **Heather F. Harter**, Northumberland, received a bachelors degree from Bloomsburg University. She has been employed as owner of Girlfrienz Studio of Nails, Northumberland. Ms. Harter is recommended as a **mental health support specialist**, at an hourly rate of \$23.07 (\$34,605 annually), effective Aug. 1, 2023 (contingent upon receipt of required clearances). Funds for this new position are available in the special education budget.
- **Patrick Ross**, Mechanicsburg, received a bachelors degree from Mansfield University. He has been employed as a contracted PIMS point of contact for the Central Susquehanna Intermediate Unit, Milton. Mr. Ross is recommended as **PIMS and student information systems data administrator**, at an hourly rate of \$27.60 (\$53,820 annually), effective Aug. 1, 2023 (contingent upon receipt of required clearances). Funds for this replacement position are available in the special education budget.
- **Marcia Smith**, Kulpmont, received a masters degree from Bloomsburg University. She has been employed as a guest service associate with Ronald McDonald House of Danville. Ms. Smith is recommended as **Head Start assistant instructor/floater**, at an hourly rate of \$13.04 (\$19,168.80

annually), effective Aug. 1, 2023 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Head Start budget.

- **John Vincent**, Saylorsburg, received a masters degree from Harrisburg University of Science and Technology. He has been employed as a research assistant with Harrisburg University of Science and Technology. Mr. Vincent is recommended as a **programmer analyst**, at an annual salary of \$57,000, effective July 20, 2023 (contingent upon receipt of required clearances). Funds for this replacement position are available in the computer services budget.

#### **Position Transfers**

- **Jennifer L. Bornman**, from Statewide Adoption Network technical specialist at a current hourly rate of \$28.66 (\$55,887 annually), to **Statewide Adoption Network lead technical specialist**, at an hourly rate of \$30 (\$58,500 annually), effective July 20, 2023

#### **Rescinded Acceptance of Job Offer**

- **Ashley Whitaker** rescinded her acceptance of the classroom assistant position approved at the June 2023 board meeting.

#### **Furlough**

- **John M. Hess**, technology resource and remedial education specialist, effective Aug. 18, 2023, due to the alteration of the program and economic reasons.

#### **Part-Time Personnel**

##### **New Employees - Instructional Staff**

- **Brittany Walters**, speech therapist at an hourly rate of \$37.12, effective Aug. 1, 2023, according to the terms of the Collective Bargaining Agreement that expired on June 30, 2023 (contingent upon receipt of required clearances)

##### **New Employees - Non-Instructional Staff**

- **Robert M. Welch**, summer special projects assistant at an hourly rate of \$26, effective July 1, 2023 (contingent upon receipt of required clearances)
- **Jillian E. DeWald**, ELECT student support specialist at an hourly rate of \$20.50, effective July 20, 2023 (contingent upon receipt of required clearances)
- **Maxwell Frankel**, driver/safety education instructor at an hourly rate of \$22, effective July 20, 2023 (contingent upon receipt of required clearances)

#### **Memorandum of Understanding - Central Susquehanna Intermediate Unit Education Association**

Directors were asked to approve a Memorandum of Understanding (MOU) with the Central Susquehanna Intermediate Unit Education Association (CSIUEA) and the Central Susquehanna Intermediate Unit (CSIU) related to the 2022-2023 salary step advancement of employee #3642. The CSIUEA and the CSIU agree that this MOU and the terms thereof shall not constitute or create a past practice or precedent, and it may not be referred to or relied upon in any future matter, nor shall it serve as a waiver of any CSIUEA or CSIU rights.

Motion to approve the action of the Board Officers, acting as an executive committee, for the July 2023 personnel recommendations as presented.

Motion by Dennis Keiser, second by Slade Shreck.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Samuel Faulkner, David Hess, Jonathan Jones, Jeffrey Kashner, Dennis

Keiser, Gregory Klebon, Susan Myers, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

### 3. BOARD GOVERNANCE

None.

### 4. BUDGET AND FINANCE COMMITTEE - Tamara Hoffman, Chair; Lauren Hackenburg, Committee Member

#### 4.1 Monthly Financial Statements for June and July 2023 (Attachments)

Directors were asked to approve the following financial statements:

- Financial Reports for June and July 2023;
- Program Balance Sheets for June and July 2023; and
- General Fund Accounting Payment Summary for July 2023.\* Funds for payment are available in program budgets.

\*The executive committee approved the General Fund Accounting Payment Summary for June 2023, and ratification has been requested under Agenda item 2.1.

Motion to approve monthly financial statements for June and July 2023 as presented.

Motion by Slade Shreck, second by Victor Abate.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Samuel Faulkner, David Hess, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Susan Myers, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

### 5. TECHNOLOGY/MARKETPLACE COMMITTEE - Jonathan Jones, Chair; Victor Abate and Alvin Weaver, Committee Members

No report.

### 6. HUMAN RESOURCES COMMITTEE - Dennis Keiser, Chair; Bruce Rhoads, Slade Shreck and Mary Ann Stanton, Committee Members

#### 6.1 Full-Time Personnel

##### New Employees - Instructional Staff

- **Abbey J. Flick**, Bloomsburg, received a master's degree from Bloomsburg University. She has been employed as a fifth grade teacher with Central Columbia School District, Bloomsburg. Ms. Flick is recommended as an **educational consultant**, at the master's step 14 classification, effective Oct. 16, 2023 (contingent upon receipt of required clearances), at an annual salary of \$74,166, according to the terms of the Collective Bargaining Agreement that expired on June 30, 2023. Funds for this new position are available in the non-public school budget.
- **Sharon Koser**, Danville, received a master's degree from Frostburg State University, Md. She has been employed as an emotional support staff with Danville Area School District. Mrs. Koser is recommended as an **alternative placement special education teacher**, at the master's step 2 classification, effective Aug. 17, 2023 (contingent upon receipt of required clearances and PDE approval of Type 01 Emergency Permit), at an annual salary of \$52,341, according to the terms of the Collective Bargaining Agreement that expired on June 30, 2023. Funds for this replacement position are available in the alternative placement budget.

- **Mindy L. Lewis**, Watsontown, received a master's degree from Marywood University, Dunmore. She has been employed as a systems operations director with Geisinger Medical Center, Danville. Ms. Lewis is recommended as a **licensed school social worker**, at the LSW step 15 classification, effective Aug. 21, 2023 (contingent upon receipt of required clearances), at an annual salary of \$76,097, according to the terms of the Collective Bargaining Agreement that expired on June 30, 2023. Funds for this new position are available in the special education budget.
- **Brian N. Linaburg**, Danville, received a doctorate degree from Indiana University of Pennsylvania. He has been employed as a school psychologist with Warrior Run School District, Turbotville. Mr. Linaburg is recommended as a **data analytics, research and system education consultant**, at the doctorate step 10 classification, effective Oct. 16, 2023 (contingent upon receipt of required clearances), at an annual salary of \$67,923, according to the terms of the Collective Bargaining Agreement that expired on June 30, 2023. Funds for this new position are available in the CARES budget.
- **Sarah K. Starr**, Montgomery, received a master's degree from Marywood University, Scranton. She has been employed as a school psychologist with Warrior Run School District, Turbotville. Ms. Starr is recommended as a **school psychologist**, at the master's step 14 classification, effective Oct. 16, 2023 (contingent upon receipt of required clearances), at an annual salary of \$70,478, according to the terms of the Collective Bargaining Agreement that expired on June 30, 2023. Funds for this new position are available in the special education district contract.
- **Justin Taylor**, Orangeville, received a bachelor's degree from Bloomsburg University. He has been employed as an ITCS group supervisor with Busy Little Beavers Daycare, Danville. Mr. Taylor is recommended as a **Pre-K Counts teacher**, at the bachelor's step 1 classification, effective Aug. 17, 2023 (contingent upon receipt of required clearances and approved Pre-K Counts funding), at an annual salary of \$49,353, according to the terms of the Collective Bargaining Agreement that expired on June 30, 2023. This new position is contingent upon the funds available in the Pre-K Counts budget.
- **Jennifer N. Wright**, Nescopeck, received a master's degree from Marywood University, Scranton. She has been employed as a licensed professional care manager with CMSU Behavioral Health and Development Services, Danville. Ms. Wright is recommended as a **licensed school social worker**, at the master's step 7 classification, effective Aug. 17, 2023 (contingent upon receipt of required clearances), at an annual salary of \$61,132, according to the terms of the Collective Bargaining Agreement that expired on June 30, 2023. Funds for this replacement position are available in the special education and non-public schools budgets.

### **New Employees - Non-Instructional Staff**

- **Michelle Black**, Watsontown, received a diploma from Union County College, Elizabeth, N.J. She has been employed as a special education paraprofessional with Warrior Run School District, Turbotville. Ms. Black is recommended as a **Head Start assistant instructor**, at an hourly rate of \$11.83 (\$19,590.48 annually), effective Sept. 21, 2023 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Head Start budget.
- **Drewanne Kline**, Winfield, received a bachelor's degree from Susquehanna University, Selinsgrove. She has been employed as a STEM educator/program manager with Warrior Run School District, Turbotville. Ms. Kline is

recommended as a **family support project specialist**, at an annual salary of \$53,500, effective Oct. 5, 2023 (contingent upon receipt of required clearances). Funds for this replacement position are available in the CSC budget.

- **Amanda L. Pollari**, Turbotville, received a bachelor's degree from Empire State College, Staten Island, N.Y. She has been employed as an ESY/guest teacher with ESS, Williamsport. Ms. Pollari is recommended as a **Head Start senior instructor**, at an hourly rate of \$19.44 (\$32,192.64 annually), effective Aug. 17, 2023 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Head Start budget.
- **Deven Sanchez**, Sunbury, received a diploma from Milton Area High School. He has been employed as an assistant behavior support specialist with New Story, Selinsgrove. Mr. Sanchez is recommended as an **Early Intervention instructional assistant**, at an hourly rate of \$11.60 (\$16,095 annually), effective Aug. 22, 2023 (contingent upon receipt of required clearances). Funds for this replacement position are available in the Early Intervention budget.
- **Elicia Shallenberger**, Lewisburg, received a diploma from Sus-Q Cyber Charter School, Bloomsburg. She has been employed as a tax professional with H&R Block, Mifflinburg. Ms. Shallenberger is recommended as a **classroom assistant**, at an hourly rate of \$11 (\$15,262.50 annually), effective Aug. 7, 2023 (contingent upon receipt of required clearances). Funds for this replacement position are available in the special education budget.

#### **Rescinded Acceptance of Job Offer**

- **Patrick Ross** rescinded his acceptance of the PIMS and student information systems data administrator position approved in July by the Executive Committee.

#### **Position Transfer**

- **Rebecca Evans**, from behavior intervention assistant at a current hourly rate of \$23.03 (\$31,954.13 annually), to **special education teacher**, at an annual salary of \$49,353, according to the terms of the Collective Bargaining Agreement that expired on June 30, 2023, effective Aug. 21, 2023 (contingent upon approval of PDE Type 01 Emergency Permit)
- **McKenna Freeman**, from licensed school social worker (full-time) at a current annual salary of \$51,778, to **licensed school social worker (part-time)**, at the request of the employee, at an hourly rate of \$36.73, effective Aug. 1, 2023
- **Jody Guadalupi**, from instructional support program assistant at an hourly rate of \$14 (\$19,425 annually), to **Early Intervention instructional support program assistant**, at an hourly rate of \$14.31 (\$19,855.13 annually), effective Aug. 17, 2023
- **Patricia A. Pupo**, from Head Start senior instructor at a current hourly rate of \$18.70 (\$27,489 annually) to **Head Start floater instructor**, also at an hourly rate of \$18.70 (\$27,489 annually), effective Aug. 1, 2023

#### **Change in Start Date**

- **Susan Cowles**, client support specialist, from July 10, 2023 to July 20, 2023
- **Montana M. Drumheller**, Early Head Start senior family partner/home visitor, from June 5, 2023 to June 19, 2023

#### **Title Change**

- **Scott L. Wert**, from ed.x driver to inventory management and distribution technician, effective Aug. 17, 2023

## Resignations

- **Kayleen M. Faatz**, special education teacher, effective Sept. 11, 2023
- **Amy G. Gronlund**, Early Intervention instructional support program assistant, effective Aug. 11, 2023
- **Laurie Henriquez**, recruitment specialist, effective July 14, 2023
- **Kimberly Kepner**, licensed school social worker, effective Aug. 18, 2023
- **Andrew J. Moore**, career counselor specialist, effective July 20, 2023
- **Kendra Orellana Diaz (Stark)**, instructional support program assistant, effective July 31, 2023
- **Summer R. Paul**, Head Start assistant instructor, effective Aug. 1, 2023
- **Jennifer D. Pretz**, Early Intervention program associate, effective Aug. 1, 2023
- **April Showver**, occupational therapist, effective Aug. 31, 2023
- **Rebecca S. Wright**, Early Intervention instructional assistant, effective Aug. 1, 2023

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

## Retirements

- **Sandra L. Billman**, Head Start assistant instructor, effective June 2, 2023
- **Kati L. Clendenin**, Office for Dispute Resolution special education coordinator, effective Dec. 1, 2023
- **Lesley N. Yuhas**, alternative education - special education teacher, effective Aug. 21, 2023

\*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 Susan Myers.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Samuel Faulkner, David Hess, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Susan Myers, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

## 6.2 Part-Time Personnel

### New Personnel - Non-Instructional Staff

- **Anita M. Kropf**, as administrative assistant, at an hourly rate of \$17, effective Aug. 17, 2023 (contingent upon receipt of required clearances)

### Change in Start Dates

- **Chelsea M. Beach**, driver/safety education instructor, from May 18, 2023 to June 22, 2023
- **Maxwell Frankel**, driver/safety education instructor, from July 20, 2023 to July 28, 2023

Motion to approve part-time personnel recommendations as presented.

Motion by Dennis Keiser, second by Susan Myers.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Samuel Faulkner, David Hess, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Susan Myers, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

## 6.3 Substitute Personnel

Directors were asked to approve substitute personnel to work in CSIU classrooms and

programs for the 2023-24 school year.

**Substitute Teachers**

Bronwen Anderson-Sanders	Nicole Maresca
Shari Benick	Charles Marsters
Heidi Bowen	Carolyn McSween
Lorri Bruckhart	Linda Meckley
Jessep Caravella	Amber Miller
Marion Caravella	Brandi Miller
Jaden Carper	Leah Mirolli
Jade Enders	Rita Palasek
Brooke Erdley	Frank Passanati
Brenda Fischer-Dennehy	Maureen Pugh
Tara Gardner	Greg Robinson
Carol Gentilucci	Ashley Rumph
David Gronsky	Katie Sassaman
Aspen Hall	Beth Scheirer
Alison Horne	Maria Southerton
Robert Horne	Sheldon Winnick
Lisa Kelly	Marty Wise
Kassiani Kotsidou	Jenelle Wooten
Connie Lilley	

**Substitute Aides**

Gail Boritz	Jendyn Knorr
Christine Bredbenner	Susan Kramer
Joanna Campbell	Nicole Kratzer
Ernest Falgo	Amber Miller
Sarah Gillespie	Mary Ryer
Caleisha Havlicek	Kelly Saul-Bromwell
Sara Heimbach	Linda Saxton
Robert Horne	Katie Sheaffer
Mark Ilgenfritz	Jamie Wagner
Matthew Katz	Haylie Wallick

Motion to approve substitute personnel recommendations as presented.

Motion by Dennis Keiser, second by Susan Myers.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Samuel Faulkner, David Hess, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Susan Myers, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

**7. BUILDINGS AND GROUNDS COMMITTEE – William Brecker, Chair; Jeffrey Kashner, Bill**

## **Pasukinis and Susy Wiegand, Committee Members**

No report.

## **8. POLICY COMMITTEE - Slade Shreck, Chair; Bruce Rhoads, Committee Member**

No report.

## **9. UNFINISHED BUSINESS**

None.

## **10. NEW BUSINESS**

None.

## **11. EDUCATIONAL PROGRAM MATTERS**

### **11.1 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 were presented for approval.

- Head Start/Early Head Start Monthly Report for May 2023
- Head Start/Early Head Start Monthly Report for June 2023
- 2023-24 Year 4 Refunding Application Summary

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

Motion by Victor Abate, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Samuel Faulkner, David Hess, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Susan Myers, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

### **11.2 Pre-K Counts Flexible Instruction Plan (Attachment)**

Directors were asked to approve the Pre-K Counts Flexible Instruction Plan for the 2023-24 school year.

Motion to approve the Pre-K Counts Flexible Instruction Plan as presented.

Motion by Victor Abate, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Samuel Faulkner, David Hess, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Susan Myers, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

### **11.3 Educational Sign Language Interpreter and Communication Facilitator Contracts**

Directors were asked to approve two contracts with Interpretek, Bloomsburg, for the following student services in CSIU school-age programs, effective July 1, 2023 to June 30, 2024:

- educational sign language interpreter, at a rate of \$55 per hour; and
- communication facilitator, at a rate of \$50 per hour.

Funds for these contracts are available in the special education budget.

Motion to approve two contracts with Interpretek as presented.

Motion by Victor Abate, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Samuel Faulkner, David Hess, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Susan Myers, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

#### **11.4 Classroom User Agreement (Attachment)**

The CSIU utilizes classroom space throughout the five-county region on an as-needed and as-available basis. Rockland Academy, Middleburg, agrees to allow the Central Susquehanna Intermediate Unit (CSIU) Early Intervention Program to use facilities within Rockland Academy. The Academy requires a one-time annual payment in the amount of \$2,400 no later than Dec. 31. This Agreement will automatically renew from July 1, 2024 through June 30, 2025, and each year thereafter, unless either party notifies the other of non-renewal prior to March 31 of the current school year term.

Motion to approve a Classroom User Agreement for the 2023-24 school year as presented.

Motion by Victor Abate, second by Dennis Keiser.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Samuel Faulkner, David Hess, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Susan Myers, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

### **12. ADMINISTRATIVE MATTERS**

#### **12.1 2023-24 CSIU Health and Safety Plan Submission Request (Attachment)**

Based on guidance from the Pennsylvania Department of Education, Section 2001(i)(1) of the American Rescue Plan (ARP) Act requires each Local Education Agency (LEA) that receives funding under the ARP Elementary and Secondary School Emergency Relief (ESSER) Fund to develop and make publicly available on the LEA's website a *Safe Return to In-Person Instruction and Continuity of Services Plan*, hereinafter referred to as a *Health and Safety Plan*.

Directors were asked to approve the *2023-24 CSIU Health and Safety Plan*. Upon approval, the *2023-24 CSIU Health and Safety Plan* will replace the current plan and will be posted on the CSIU website.

Motion to approve the 2023-24 CSIU Health and Safety Plan submission request as presented.

Motion by Victor Abate, second by Susy Wiegand.

Final Resolution: Motion passed unanimously.

Yes: Victor Abate, Samuel Faulkner, David Hess, Jonathan Jones, Jeffrey Kashner, Dennis Keiser, Gregory Klebon, Susan Myers, Bruce Rhoads, Slade Shreck, Mary Ann Stanton, Alvin Weaver, Susy Wiegand

### **13. ADMINISTRATIVE REPORTS**

#### **13.1 Executive Leadership - Dr. John Kurelja, Executive Director**

### **14. ADJOURNMENT**

#### **14.1 Adjourn Meeting**

President Rhoads adjourned the meeting at 7:44 p.m.

**Respectfully submitted,**

**Slade Shreck  
Board Secretary**

**Amy Pfleegor  
Board Recording Secretary**

## 15. INFORMATION ONLY

### 15.1 Human Resources - Staff Leaves of Absence

#### Paid Leaves of Absence

- **Kaitlin R. Brady**, Pre-K Counts teacher, from Aug. 24, 2023 to Oct. 16, 2023
- **Brian J. Paulhamus**, information security officer, intermittent from June 19, 2023 to Aug. 18, 2023

#### Paid/Unpaid Leave of Absence

- **Amanda A. Specht**, speech therapist, from Sept. 22, 2023 to Dec. 15, 2023

#### Unpaid Leave of Absence

- **McKenna Freeman**, licensed school social worker (part-time), from Aug. 21, 2023 to Nov. 13, 2023

#### Extension of Unpaid Leave of Absence

- **Rachel Velez**, Early Intervention instructional assistant from March 24, 2023 to Nov. 21, 2023

### 15.2 Human Resources - Completion of New Employee Probationary Periods

The following staff members have completed their new employee probationary periods:

- **Rebecca Roney**, online learning administrative and technology support assistant, effective June 8, 2023
- **Andra Sauers**, special education program supervisor, effective July 21, 2023
- **Carmen Vegazo Ramos**, Migrant Education student support coordinator, effective June 19, 2023

### 15.3 Administration - Staff Travel

**John Wargo**, director of technology, attended the **MS-ISAC Executive Board Meeting and Annual Conference** on August 6-9, 2023 in Salt Lake City, Utah. While there, he attended the executive board meeting to discuss national cyber-related plans and issues. He also met with Federal Cybersecurity & Infrastructure Security Agency leaders and attended the annual conference. Funds for estimated expenses in the amount of \$225 were covered in the technology services budget. All other costs were covered by MS-ISAC.

**Jennifer Esposito**, family support data coordinator, and **Rijelle Kraft**, family support managing coordinator, will attend the **Parents as Teachers (PAT) 2023 International Conference** on Aug. 15-19, 2023 in New Orleans, La. While there, they will participate in top-quality workshops, hear from keynote speakers and have networking opportunities with other PAT professionals. They will also receive updates for those implementing PAT and for the support affiliates. Estimated funds in the amount of \$2,485.88 and \$2,997.65, respectively, are available in the Parents as Teachers budget.

**Jose Reyes-Lua**, Statewide Migrant Education recruitment managing coordinator, will attend the **Identification & Recruitment Consortium (IDRC) Recruiter Invitational** on Sept. 13-14, 2023 in Clearwater, Fla. While there, he will participate in workshop sessions to enhance the outreach efforts of identifying and recruiting migrant families, maximize compliance with the MEP non-regulatory guidance and Service Delivery Plan, as well as renew the energy and commitment to engaging and supporting migrant families. He will also participate in sessions to streamline the use of IDRC products as a non-member state. Funds for estimated expenses in the amount of \$2,101 are available in the Migrant State Support budget.

**Stephanie Colvin-Roy**, Center for the Promotion of Social and Emotional Learning training and organizational development associate, will travel to Dorset and London, England on Oct. 2-6, 2023. While there, she will meet with educators to support implementing the ***I Can Problem Solve (ICPS) Program*** with young children, visit schools to observe ICPS lessons, attend networking meetings with strategic partners from Dorset Council and collaborate on the ICPS curriculum revisions and adaptations. Funds for estimated expenses in the amount of \$4,201 are available in the ICPS budget.

**Christine Felicetti**, family support coordinator, and **Karen Shanoski**, family support and community engagement director, will attend the ***Parents as Teachers (PAT) 2023 International Conference*** on Oct. 15-19, 2023 in New Orleans, La. While there, they will participate in required state-national office meetings. They will also learn up-to-date expectations and processes and acquire information about PAT programs and services that can be used in Pennsylvania. Funds for estimated expenses of \$2,073.95 and \$2,031, respectively, are available in the Parents as Teachers and PAT training budgets.

**Kenneth Erb**, manager of buildings and grounds, and **Tony Hauger**, buildings and grounds lead technician, will attend the ***National Facility Management and Technology Conference*** on Oct. 25-26, 2023 in Orlando, Fla. While there, they will engage with industry experts in the buildings and facility management arena. They will also visit over 150 of the nation's top-tier companies, who will share their new technologies. Estimated funds in the amount of \$1,042 and \$889, respectively, are available in the buildings and grounds budget.

#### **15.4 Fiscal Communications**

June 5, 2023, an email from WaTanya Ney (21st Century Community Learning Centers Program Development Coordinator - Pennsylvania Department of Education, Bureau of School Support) notifying CSIU of the approved 2022-23 budget revision for FC #4100083494 (STEAM3S2). The agreement amount remains \$506,000 for the period of July 1, 2022 through June 30, 2023.

June 12, 2023, an email from Amanda Harrison (Division Chief - Pennsylvania Department of Education, Division of Adult Education) notifying CSIU of the 2023-24 funding allocation for the Adult Basic Education Direct Service Grant. A total of \$470,542 will be awarded for the period of July 1, 2023 through June 30, 2024 (\$284,098 federal funding and \$186,444 state funding).

June 12, 2023, an email from Jim Domen (Procurement Specialist - Pennsylvania Department of Education, Bureau of Management Services) notifying CSIU of the approved 5-year agreement for Kindergarten Entry Inventory (KEI) services. A total of \$1,485,711 will be awarded for the period of July 1, 2023 through June 30, 2028.

June 15, 2023, an email from Kyle Petry (Fiscal Management Specialist 1 - Pennsylvania Department of Education, Bureau of School Support) notifying CSIU that the 2023-24 Education Leading to Employment and Career Training (ELECT) grant is substantially approved in the amount of \$425,281 for the period of July 1, 2023 through June 30, 2024.

June 16, 2023, an email from Jim Domen (Procurement Specialist - Pennsylvania Department of Education, Bureau of Management Services) notifying CSIU of the approval for 2023-24 Education Leading to Employment and Career Training (ELECT) evaluation services. Purchase Order #4300776352 is in the amount of \$75,046.06 for

the period of July 1, 2023 through June 30, 2024.

June 20, 2023, an email from WaTanya Ney (21st Century Community Learning Centers Program Development Coordinator - Pennsylvania Department of Education, Bureau of School Support) notifying CSIU of the approved 2022-23 budget revision for the FC #4100083495 (PATHFINDERS). The agreement amount remains \$506,000 for the period of July 1, 2022 through June 30, 2023.

June 21, 2023, an email from Lisa Parker (Director - Pennsylvania Office of Child Development and Early Learning-OCDEL) notifying CSIU of the 2023-24 Preschool Early Intervention (EI) allocation. The combined federal and state funding of \$6,211,318 for the period of July 1, 2023 through June 30, 2024 is comprised of the following: State EI - \$5,181,824; Federal IDEA 619 - \$376,878; Federal IDEA 611, Component 1 - \$652,616.

June 21, 2023, an email from Kyle Petry (Fiscal Management Specialist 1 - Pennsylvania Department of Education, Bureau of School Support) notifying CSIU of the 2023-24 CSC Education Leading to Employment and Career Training (ELECT) grant. FC #4100095969 is in the amount of \$240,000 for the period of July 1, 2023 through June 30, 2024.

June 30, 2023, an email from Desmond Clayton (Regional Program Manager - Office of Head Start) notifying CSIU of guidance for the funding period of Dec. 1, 2023 through Nov. 30, 2024. Funding is available in the amount of \$2,714,617 for 168 Head Start slots and \$1,218,422 for 83 Early Head Start slots. The application for this funding is due Sept. 1, 2023.

July 6, 2023, an email from Korrie Lucas (Assistant Director - Advance Central PA) notifying CSIU of the 2023-24 Out-of-School Youth services grant (YES to the Future). Agreement #CSIU01-FY22-OSY is in the amount of \$1,272,168 for the period of July 1, 2023 through June 30, 2024.

July 7, 2023, a letter from Carmen Medina (Division Chief - Pennsylvania Department of Education, Division of Student Services) notifying CSIU of the 2023-24 approval for FC #41000183494 (STEAM3S2) in the amount of \$506,000 for the period of July 1, 2023 through June 30, 2024.

July 7, 2023, a letter from Carmen Medina (Division Chief - Pennsylvania Department of Education, Division of Student Services) notifying CSIU of the 2023-24 approval for FC #41000183495 (PATHFINDERS) in the amount of \$506,000 for the period of July 1, 2023 through June 30, 2024.