

14. PERSONNEL ITEMS

A. LEAVES OF ABSENCE

It is recommended the Board approve the follow Leaves of Absence (without pay and benefits unless otherwise noted):

None at this time

B. RESIGNATIONS

	Name	Position	Effective Date
11	Bloom, James	Mental Health Worker	August 1, 2015
12	Serfass, Martha	Associate Teacher	August 16, 2015

C. JOB STATUS CHANGES

	Name	Assignment	Salary	Effective Date
4	Callanan, MaryEllen	From Level VI Cabinet Secretary to Cluster 2F Secretary	2014-2015 Step 9, Cluster 2F (2012-2013 Salary \$26,889)	May 15, 2015

D. APPOINTMENTS

	Name	Assignment	Salary	Effective Date
12	Freeman, Katherine	Associate Teacher (1:1) (AS, Stroudsburg Intermediate Elementary, SASD)	\$20,190 (Step 1 BS/BA, Cluster 7)	May 28, 2015
13	Gaddy, Iro	Associate Teacher (1:1) (LSS, George Wolf Elementary, NASD)	2014-2015 Step 1 HS/HQ (2012-13 Salary \$16,115)	May 11, 2015
14	Searles, Cindy	Monitor (1:1), Transportation Department	\$11.77 per hour	May 22, 2015
15	Zervos, Elena	Associate Teacher (AS, Nazareth Middle, NASD)	\$20,190 (Step 1 BS/BA Cluster 7)	May 26, 2015

E. SUPPLEMENTAL AGREEMENTS TO CURRENT POSITIONS

	Name	Rate	Service	Effective Dates
70.	Capparell, Helen	Contractual hourly rate plus mileage at 57.5 cents per mile, not to exceed 68 hours	Provide services to students at Colonial Academy during the ESY program	June 30, 2015 – July 16, 2015
71.	Skibbee, Nicole	Contractual hourly rate plus mileage at 57.5 cents per mile, not to exceed 68 hours	Provide services to students at Colonial Academy during the ESY program	June 22, 2015 – July 16, 2015

The following staff to receive their contractual hourly rate (unless otherwise noted), not to exceed 68 hours, to provide services during the Extended School Year Program. Effective July 1, 2015 – July 30, 2015

	Name	Current Position	ESY Position	Hourly Rate (if different from current position)
72.	Conklin, Scott	Substitute	Associate Teacher	\$14.32 per hour
73.	Geisel, Melissa	Associate Teacher	Teacher	\$34.14 per hour
74.	Potts, Dorothy	Substitute	Associate Teacher	\$15.03 per hour
75.	Rumberger, Ellen	Substitute	Associate Teacher	\$15.03 per hour
76.	Santos, Victoria	Associate Teacher	Associate Teacher	
77.	Shuster, Kaitlyn	Associate Specialist	Associate Teacher	\$15.03 per hour

F. CONTRACTS FOR PAYMENT

Attachment	Name	Service	Rate	Effective Dates
F.29	ALICE Training Institute	Will provide a 2-Day Active Shooter Training Seminar for area school district personnel	Shall not exceed \$13,500.00	Dates to be determined between July 1, 2015 – December 31, 2015

G. REVENUE GENERATING CONTRACTS FOR SERVICE

Attachment	Name	Service	Rate	Effective Dates
G.21	Lehigh Valley Charter High School for the Arts	CIU20 will provide School Based Access Program services	10% of the Total SBAP Revenue Generated. CIU20 will remit Access Revenues 2 times/year to the district	2015 – 2016 School year
G.22	Northampton Area School District	CIU20 will provide mental health supportive services to special education and at-risk students, 2 days per week	Shall not exceed 430,863.00	2015 – 2016 School year
G.23	Stroudsburg Area School District	CIU20 will provide an Associate Teacher (1:1) to provide direct, one-on-one services at Liberty High School in the Hearing Support program	Shall not exceed \$37,964	2015 – 2016 School year

H. SUBSTITUTE LISTS

1. Substitute Teacher

Casucci, Anthony	May 5, 2015		
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2. Substitute Associate Teacher

Casucci, Anthony	May 5, 2015		
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3. Substitute Transportation

None at this time

4. Substitute Mental Health Treatment Specialist

None at this time

5. Substitute Mobile Therapist - Outpatient Program

None at this time

I. PROVIDER 50 LISTS

It is recommended the following individuals be placed on the Provider 50 List in the areas and on the effective dates listed:

b. Mobile Therapist

Bindics, Jillian	May 18, 2015
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c. Therapeutic Staff Support

Petrenos, Diane	May 18, 2015
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J. MOBILE THERAPIST - OUTPATIENT PROGRAM

It is recommended the following individuals be placed on the Mobile Therapist - Outpatient Program List as per the effective dates listed:

Mowen, Rebecca	May 18, 2015
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COLONIAL INTERMEDIATE UNIT 20

ADDENDUM

ATTACHMENTS

May 27, 2015

COLONIAL INTERMEDIATE UNIT 20
A Regional Service Agency
6 Danforth Drive
Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE

This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899, and ALICE Training Institute, 3613 Reserve Commons Drive, Medina, Ohio 44256.

The ALICE Training Institute will provide a 2 Day Active Shooter Training Seminar for area school district personnel by certified ALICE (Alert, Lockdown, Inform, Counter, Evacuate) trainers.

The rate for this service will be \$12,500.00 plus lodging, meals and mileage reimbursement, as per Colonial Intermediate Unit 20's reimbursement for travel policy. Itemized receipts are required. This contract shall not exceed \$13,500.00 and will be in effect from July 1, 2015 to December 31, 2015.


Should circumstances occur beyond the control of the Intermediate Unit/Contractor, such as low enrollment, inclement weather, which prevents the service from taking place, the Intermediate Unit will not be obligated to pay the Contractor.

In order for payment to commence under the terms of this contract, you must adhere to the following procedures:

1. Sign the contract below and provide your identification number.
2. If the provider has one or more employees who may be performing some or all of the work under this contract, the provider **must provide a certification of Workers Compensation insurance as required under the Workers Compensation Act.**
3. Complete the attached IRS W-9 form in entirety.
4. Submit an invoice to the Intermediate Unit Business Office in accordance with the terms of the contract, **within 30-days of the expiration date of the contract**, (no withholding taxes are deducted, an IRS form 1099 will be issued at year-end).

Either the Intermediate Unit or the Provider may cancel this contract with or without cause at any time by giving the other party thirty (30) days written notice of intent to terminate this contract.

The signed contract and all attachments must be returned to Mr. Jon Wallitsch, Assistant Director of Business Services, at the Intermediate Unit Office.

 5/27/15

Dr. Charlene M. Brennan Date ALICE Training Institute Date
Executive Director

Ms. Michelle Koch Date Federal ID Number
Acting Secretary to the Board

To comply with Federal laws, State laws, and State Department of Education regulations concerning equal rights and opportunities and to assure these within our Intermediate Unit, the Colonial Intermediate Unit 20 declares itself to be an equal rights and opportunities agency. As an equal rights and opportunities agency, it does not discriminate against individuals or groups because of race, color, national origin, religion, age, sex and disabilities as defined by law. The Intermediate Unit's commitment to non-discrimination extends to students, employees, prospective employees, and the community.

Successful performance and affirmative action program efforts will provide positive benefits to the Intermediate Unit through fuller utilization and development of previously underutilized human resources. Coordinator of Title IX, Section 504 and ADA The Director of Human Resources and Research Services, Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, PA 18045, (610) 515-6405, TDD/TTY Hearing Impaired (610) 252-3786.

COLONIAL INTERMEDIATE UNIT 20
A Regional Service Agency
6 Danforth Drive
Easton, Pennsylvania 18045-7899

CONTRACT RATIONALE

ALICE Training Institute

Why the need for the outside contractor?

IU20 does not have certified ALICE (Alert, Lockdown, Inform, Counter, Evacuate) trainer.

How did you select the contractor?

Area districts expressed interest in this type of training when CIU20 began using it.

Who is being served?

School districts that are serviced by CIU20. Attendees will gain knowledge in statistics and information about active shooter situations, proactive, vs. passive response strategies, and learn strategies to become effective ALICE instructors within their own organization.

Benefit of the contract?

Local districts will be trained in proactive risk management.

COLONIAL INTERMEDIATE UNIT 20
 A Regional Service Agency
 6 Danforth Drive
 Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE
 (REVENUE GENERATING)

This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and The Lehigh Valley Charter High School for the Arts, 675 E. Broad Street, Bethlehem, PA 18018, (610) 868-2971.

Colonial Intermediate Unit 20 (CIU20) will provide School Based Access Program services under the terms and conditions set forth in this Agreement.

CIU20 will provide the following services to The Lehigh Valley Charter High School for the Arts (Charter School) –

- Create and maintain Charter School's student database in PCG EasyTrac system
- Train Charter School related service providers on submission of Professional Service Logs
- Upload and approve service logs in PCG EasyTrac system
- Monitor service logs to ensure timely submission by providers
- Track certification dates for required employees, including PCAs
- Monitor Charter School exception reports and process corrections/updates
- Prepare Medical Authorization packet for CRNP/Physician upon receipt of IEP from Charter School (MA Authorization expense will be deducted from SBAP Access Revenue receipts)
- Maintain complete SBAP Access files to include all required paperwork
- Monitor students on caseloads and check for Medical Assistance (MA) eligibility
- Maintain Charter School RMTS staff pool list
- Perform related service provider exclusion screening checks per DPW requirements

Charter School agrees to provide the following to CIU20 –

- Copies of IEPs and parental consent for all MA eligible students
- Charter School staff data including certification dates
- Charter School staff information for RMTS Staff Pool & Exclusion Checks

The Charter School agrees to defend, hold harmless and indemnify CIU20 from and against any claims related to billing errors which result from Charter School's acts or omissions in its recordkeeping or billing practices.

CIU20 agrees to defend, hold harmless and indemnify Charter School from and against any claims related to billing errors which result from CIU20's acts or omissions in the processing of or entry of data into any or all billing systems.

Charter School shall make available to the CIU20 all documents and records that may be necessary to perform the services described in this Agreement.

Neither Charter School nor CIU20 may assign its interest in this Agreement without the express written consent of the other party.

Both Charter School and CIU20 agree they will not at any time during or after termination of this Agreement use or disclose any confidential information or methods to any person or entity for any purpose with the written consent of the Charter School or CIU20.

The cost of said services will be 10% of the Total SBAP Revenue Generated (Net Claims to be Paid as per the Claim Status Report by Date Paid Monthly Management Report) or a comparable vendor for which PDE contracts to perform SBAP services less the cost of Medical Authorizations. CIU20 will remit Access Revenues two (2) times per year (January & July) to the Charter School.

This contract is effective the first day of the 2015-2016 school year and terminates at the end of the 2015-2016 school year.

The signed contract must be returned to Mr. Jon Wallitsch, Assistant Director of Business Services, at the Intermediate Unit Office.

 5/27/15

Dr. Charlene M. Brennan
Executive Director

Date

The Lehigh Valley Charter
High School for the Arts
Executive Director

Date

Ms. Michelle Koch
Acting Secretary to the Board

Date

Federal ID Number

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Successful performance and affirmative action program efforts will provide positive benefits to the Intermediate Unit through fuller utilization and development of previously underutilized human resources. Coordinator of Title IX, Section 504 and ADA is The Director of Human Resources and Research Services, Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, PA 18045, (610) 515-6405, TDD/TTY Hearing Impaired (610) 252-3786.

COLONIAL INTERMEDIATE UNIT 20
A Regional Service Agency
6 Danforth Drive
Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE
(REVENUE GENERATING)

This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and Northampton Area School District, 2014 Laubach Avenue, Northampton, PA 18067, (610) 262-7811.

The Colonial Intermediate Unit 20 will provide mental health supportive services to special education and at-risk students in the Northampton Area School District two days per week.

The cost for the services shall not exceed \$30,863.00. This contract becomes effective the first day of the 2015-2016 school year and terminates at the end of the 2015-2016 school year.

Northampton Area School District will be billed for services rendered by Colonial Intermediate Unit 20.

The signed contract must be returned to Mr. Jon Wallitsch, Assistant Director of Business Services, at the Intermediate Unit Office.



Dr. Charlene M. Brennan
Executive Director

5/27/15
Date

Northampton Area School District
Superintendent

Date

Ms. Michelle Koch
Acting Secretary to the Board

Date

Federal ID Number

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COLONIAL INTERMEDIATE UNIT 20
A Regional Service Agency
6 Danforth Drive
Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE
(REVENUE GENERATING)

This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and Stroudsburg Area School District, 123 Linden Street, Stroudsburg, PA 18360, (570) 421-1990. Stroudsburg Area School District will utilize Colonial Intermediate Unit 20 to provide an associate teacher for direct, one-on-one services at the following location:

Liberty High School – Hearing Support

The total cost for said services shall not exceed \$37,964. This contract becomes effective the first day of the 2015-2016 school year and terminates at the end of the 2015-2016 school year.

Stroudsburg Area School District will be billed for services rendered by Colonial Intermediate Unit 20.

Unemployment cost will be charged to the School District if Colonial Intermediate Unit 20 is unable to reassign the position.

The signed contract must be returned to Mr. Jon Wallitsch, Assistant Director of Business Services, at the Intermediate Unit Office.

Charlene M. Brennan 5/27/15

Dr. Charlene M. Brennan
Executive Director

Date

Stroudsburg Area School District
Superintendent

Date

Ms. Michelle Koch
Acting Secretary to the Board

Date

Federal ID Number

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