

13. ACTION ITEMS

7. Approval – New Class/Positions

It is recommended the Board approve the following new class/positions:

- a. **Associate Teacher (1:1)**, effective May 26, 2016 and will continue until student moves or no longer needs service. The East Stroudsburg Area School District has requested the Intermediate Unit provide an Associate Teacher to meet the needs of an individual student. PHP, J.M. Hill Elementary, East Stroudsburg Area SD. Budget Amendment is attached. ATTACHMENT 13.7.a
- b. **Associate Specialist (1:1)**, effective May 13, 2016 and will continue until student moves or no longer needs service. The Bethlehem Area SD has requested the Intermediate Unit provide an Associate Specialist to support an individual student's needs and facilitate language in their district-operated class. LSS/Hearing Department, Liberty HS, BASD. Budget Amendment is attached. ATTACHMENT 13.7.b

8. Approval – Termination of Employee

It is recommended the Board approve the Termination and Resolution of Employee #053113, effective May 25, 2016.

9. Approval – Pool Car Purchase

It is recommended the Board approve the purchase of (1) one pool vehicle from Costars. Funds for this purchase will be provided through Act 89.

14. PERSONNEL ITEMS

A. LEAVES OF ABSENCE

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

2. Allison Loudenslager – Parental Leave

Start Date: March 8, 2016

Return Date: January, 2017

(Ms. Loudenslager will receive salary for sick and personal days and health benefits during the FML portion of this leave. The remainder of the leave will be without pay and benefits.)

(Justification for Lateness: Ms. Loudenslager has requested a Parental Leave at the conclusion of her FML)

B. RESIGNATIONS

	Name	Position	Effective Date	Reason
8	Cindy Foxe	Associate Teacher	May 17, 2016	Illness or other physical reasons & Family or domestic reasons
9	Rudolph Hauser	Bus Driver	May 5, 2016	Retirement
10	Rosemarie Meixell-Neith	Teacher	June 30, 2016	Retirement
11	Stephanie Miller	Teacher	July 4, 2016	Family or domestic reasons
12	Lorraine Phinney	Associate Teacher	June 30, 2016	Retirement
13	Margaret Sampson	Mental Health Worker	June 8, 2016	Retirement
14	Karen Schoch	Teacher	June 8, 2016	Retirement
15	Deborah Vasquez	Transition Coach	June 30, 2016	Retirement
16	Kelly Wambold	Associate Teacher	June 30, 2016	Retirement

C. JOB STATUS CHANGES

	Name	Assignment	Salary	Effective
1	Vicki Drake	From Full-time PE Speech Therapist to Coordinator of Special Education (Sensory Impaired Programs, CIU20 Office)	\$72,510 (Level IV)	June 20, 2016

D. APPOINTMENTS

	Name	Assignment	Salary	Effective Date
5	Kelsey Gallagher	Full-time Speech Therapist (S&L Impaired Support, EI, CIU Office and Itinerant locations)	\$50,459 (Step 1 - M)	May 17, 2016
6	Jessica Kolvites	Full-time Teacher (Visually Impaired Support, Locations as assigned, SASD)	\$48,330 (Step 1 - BS/BA)	May 23, 2016
7	Leslie Moyer	Full-time Associate Teacher (1:1) (ES, East Stroudsburg Elementary, ESASD)	\$20,552.75 (Cluster 7, Step 1 - BS/BA)	May 18, 2016 and will continue until student moves or no longer needs service
8	Kristin Pyle	Full-time (TPE) Speech Therapist (S&L)	\$50,459 (Step 1 - M)	May 18, 2016

		Impaired Support, Cheston Elementary, EASD)		
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E. SUPPLEMENTAL AGREEMENTS TO CURRENT POSITIONS

It is recommended the Board approve the following Supplemental Agreements with current employees:

	Name	Rate	Service	Effective Dates
6	Sandra Blickensderfer (Speech Therapist)	Not to exceed \$500	To mentor a new professional (Kelsey Gallagher)	May 17, 2016 – May 16, 2017
7	Kelly Hixon (Speech Therapist)	Contractual Hourly Rate. Not to exceed 40 hours	To provide compensatory education services to a PMSD student this summer in his home	June 7, 2016 – August 18, 2016
8	Allyssa Sirb (Speech Therapist)	Not to exceed \$500	To mentor a new professional (Kristin Pyle)	May 18, 2016 – May 17, 2017
9	Courtney Parry (Vision Teacher)	Not to exceed \$500	To mentor a new professional (Jessica Kolvites)	May 23, 2016 – May 22, 2017
10	Kathleen Kovacs (AT)	Contractual Daily Rate. Not to exceed 1 day	To work an additional make-up day added by BASD for EI students	June 13, 2016
11	Sharon Klinger (AT)			

The following staff to receive their contractual hourly rate (unless specified otherwise), not to exceed 67 hours, for working the Extended School Year Program, effective June 23, 2016 through July 21, 2016:

	Name	Current Position	ESY Position	Salary or Wage
12	Joseph Bonanni	Substitute	Teacher	\$52.56 per hour
13	Tracey Monaghan	Teacher	Teacher	Contractual Hourly Rate
14	Melissa Owens	Teacher	Teacher	Contractual Hourly Rate
15	Shawn Ruppert	LTS	Teacher	Contractual Hourly Rate
16	Lisa Kasproicz	MHW	MHW	Contractual Hourly Rate
17	Stephanie Buck	AT	AT	Contractual Hourly Rate
18	Justine Horvath	AT	AT	Contractual Hourly Rate
19	Chao Qun (Susan Hu)	Substitute	AT	\$15.01 per hour
20	Brandon Libro	Substitue	AT	\$14.58 per hour
21	Pambi Longley	AT	AT	Contractual Hourly Rate
22	Christine Lozowski	Substitute	AT	\$15.01 per hour
23	Leslie Moyer	AT	AT	Contractual Hourly Rate
24	Melinda Schaller	AT	AT	Contractual Hourly Rate
25	Maria-Kristy Sfetsas	AT	AT	Contractual Hourly Rate
26	Gabriela Villanueva Rauh	Substitute	AT	\$14.58
27	Heather Viva	AT	AT	Contractual Hourly Rate

The following staff to receive their contractual hourly rate (unless specified otherwise), to provide services during the Summer Partial Hospitalization Program (SPHP), effective June 28, 2016 through August 4, 2016

	Name	Current Position	SPHP Position	Salary or Wage
28	Kristen McGaughran	MHTS	MHTS	Contractual Hourly Rate
29	Anthony Martino	AT	MHW	\$18.71
30	Andre Jordan	AT	AT	Contractual Hourly Rate

G. REVENUE GENERATING CONTRACTS FOR SERVICE

It is recommended the Board approve the following Revenue Generating Contracts for Service and that the Executive Director and Board Secretary be authorized to execute same on behalf of, and as agent for, the Board of Directors of CIU-20:

Attachment	Name	Service	Rate	Effective Dates
G.1	East Stroudsburg Area SD	Amendment: To administrate instructional services in accordance with the Title I Program at Nonpublic schools. Originally approved on September 23, 2015, is amended as follows: Amend the contract increasing the not to exceed amount from \$10,488.59 to \$11,923.51. The revised rates are detailed in contract.		

H. SUBSTITUTE LISTS

4. Substitute Mental Health Treatment Specialist

Nicole Calabrese	May 24, 2016		
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COLONIAL INTERMEDIATE UNIT 20

ADDENDUM

ATTACHMENTS

May 25, 2016

One on One Support Budget
Amendment
2015-2016

FUNCTION 1232 - EMOTIONAL SUPPORT PARTIAL HOSPITALIZATION

<u>Object Code</u>	<u>Description</u>		<u>Increase Amount</u>
190	Salaries, Aides	\$	3,670
192	Salaries, Sub. Aides	\$	160
213	Life Insurance	\$	40
220	FICA	\$	150
221	FICA (State's Share)	\$	150
230	Retirement	\$	480
231	Retirement (State's Share)	\$	480
250	Unemployment Compensation	\$	20
260	Workers' Compensation	\$	80
271	Medical Insurance - Self	\$	2,740
272	Dental Insurance - Self	\$	260
275	Vision Insurance - Self	\$	30
276	Prescription Insurance - Self	\$	680
580	Travel	\$	100
	TOTAL	\$	9,040

One on One Support Budget
Amendment
Anticipated Revenues & Expenditures
2015-2016

Revenues

7000 State Sources:		
Revenue for Social Security	\$	150
Revenue for Retirement	\$	480
	<u>\$</u>	<u>630</u>
9000 Other Financing Sources:		
Support By Direct Contributions	\$	8,410
	<u>\$</u>	<u>9,040</u>
TOTAL REVENUES	<u>\$</u>	<u>9,040</u>

Expenditures	Instruction	\$	9,040
	TOTAL EXPENDITURES	<u>\$</u>	<u>9,040</u>

Footnotes: The following staff is included in this amendment:

Associate Teacher	1.0
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One on One Support Budget
Amendment
2015-2016

FUNCTION 1221 - DEAF OR HEARING IMPAIRED SUPPORT

<u>Object Code</u>	<u>Description</u>	<u>Increase Amount</u>
190	Salaries, Aides	\$ 2,170
192	Salaries, Sub. Aides	\$ 80
213	Life Insurance	\$ 30
220	FICA	\$ 90
221	FICA (State's Share)	\$ 90
230	Retirement	\$ 290
231	Retirement (State's Share)	\$ 290
250	Unemployment Compensation	\$ 20
260	Workers' Compensation	\$ 50
271	Medical Insurance - Self	\$ 1,830
272	Dental Insurance - Self	\$ 170
275	Vision Insurance - Self	\$ 20
276	Prescription Insurance - Self	\$ 450
580	Travel	\$ 100
	TOTAL	\$ 5,680

One on One Support Budget
Amendment
Anticipated Revenues & Expenditures
2015-2016

Revenues

	7000 State Sources:		
	Revenue for Social Security	\$	90
	Revenue for Retirement	\$	290
		<u>\$</u>	<u>380</u>
	9000 Other Financing Sources:		
	Support By Direct Contributions	<u>\$</u>	<u>5,300</u>
	TOTAL REVENUES	<u>\$</u>	<u>5,680</u>

Expenditures	Instruction	<u>\$</u>	<u>5,680</u>
	TOTAL EXPENDITURES	<u>\$</u>	<u>5,680</u>

Footnotes: The following staff is included in this amendment:

Associate Specialist	1.0
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COLONIAL INTERMEDIATE UNIT 20
A Regional Service Agency
6 Danforth Drive
Easton, Pennsylvania 18045-7899

**AMENDMENT TO CONTRACT FOR SERVICE
(REVENUE GENERATING)**

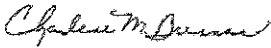
The contract entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg, PA 18301, (570) 424-8500, to administrate instructional services in accordance with the Title I program at nonpublic schools, originally approved on September 23, 2015, is amended as follows:

Amend the contract increasing the shall not exceed amount from \$10,488.59 to \$11,923.51. The revised rates are as follows:

Instructional Services	\$10,950.94
Parent Involvement Services	\$232.71
Professional Development	\$411.33
Administrative Costs	\$328.53

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

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

	05 / 25 / 2016		
Dr. Charlene M. Brennan Executive Director	Date	East Stroudsburg Area School District Superintendent	Date
Mrs. Dawn M. Hales Secretary to the Board	Date	Federal ID Number	

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 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.

LETTER OF AGREEMENT FOR TITLE I SERVICES
between
EAST STROUDSBURG AREA SCHOOL DISTRICT
And
COLONIAL INTERMEDIATE UNIT 20
2015-16 School Year

This Agreement, dated May 10, 2016, AMENDS the original Agreement made and entered into the 1st day of August 2015, by and between East Stroudsburg Area School District and Colonial Intermediate Unit 20.

1. TERM

The term of this Agreement shall commence on July 1, 2015 and terminate on June 30, 2016.

2. DESCRIPTION

Upon the terms and conditions set forth herein, East Stroudsburg Area School District requests that Colonial Intermediate Unit 20 provide reading instructional services in accordance with the Title I program at Notre Dame Elementary School. Such services will be secular, neutral and non-ideological.

Colonial Intermediate Unit 20 agrees to comply with all Title I statutory and regulatory requirements.

East Stroudsburg Area School District and Colonial Intermediate Unit 20 agree to pool Title I funds for instruction at any Nonpublic Schools within the boundaries of Colonial Intermediate Unit 20 to provide Title I services to eligible students who reside in participating public school attendance areas regardless of the amount of funds generated by the number of children from low-income families attending Colonial Intermediate Unit 20 Nonpublic schools.

East Stroudsburg Area School District requests that Colonial Intermediate Unit 20 provide Parental Involvement in accordance with Title I at Colonial Intermediate Unit 20 Nonpublic schools.

East Stroudsburg Area School District requests that Colonial Intermediate Unit 20 provide Professional Development for the teachers at Colonial Intermediate Unit 20 Nonpublic schools in accordance with Title I.

3. FEES AND PAYMENT

In consideration of the services mutually agreed upon as described herein, East Stroudsburg Area School District shall pay Colonial Intermediate Unit 20 **\$10,950.94** for

instructional services as determined by their per-pupil allocation times the number of low-income nonpublic school students living in eligible attendance areas.

In consideration of the Parent Involvement services mutually agreed upon as described herein, East Stroudsburg Area School District shall pay Colonial Intermediate Unit 20 **\$232.71**.

In consideration of the Professional Development services mutually agreed upon as described herein, East Stroudsburg Area School District shall pay Colonial Intermediate Unit 20 **\$411.33**.

Colonial Intermediate Unit 20 will charge Administrative Costs in the amount of 3% of instructional costs for (supervisor salaries, office expenses, travel costs, postage, professional development for employees of Colonial Intermediate Unit 20, etc.) **\$328.53**.

Colonial Intermediate Unit 20 will provide invoices to East Stroudsburg Area School District on December 1 and May 1, with fifty percent being invoiced during each billing period. East Stroudsburg Area School District may withhold payment if Colonial Intermediate Unit 20 does not comply with all statutory and regulatory requirements of Title I.

Colonial Intermediate Unit 20 acknowledges that the allocations reflected in this agreement are preliminary and that final allocations will be available after November 30. East Stroudsburg Area School District agrees to provide Colonial Intermediate Unit 20 with the final Title I allocation for the 2015-2016 school year for Notre Dame Elementary School by February 1, 2016. East Stroudsburg Area School District and Colonial Intermediate Unit 20 acknowledge that an increase or decrease in funds from the preliminary allocation may increase or decrease the services outlined in this Agreement.

4. RESPONSIBILITIES

East Stroudsburg Area School District and Colonial Intermediate Unit 20 agree that responsibility for providing the Title I program transfers from East Stroudsburg Area School District to Colonial Intermediate Unit 20 upon the effective date of this Agreement. Such responsibilities include:

Include specific statements regarding:

- a. Statement on required qualifications of Title I personnel
- b. Statement on approximate number of students to be served
- c. Days/hours of delivery of services

- d. Location of delivery of services
- e. Specific services to be provided, i.e. supplemental reading instruction, supplemental math instruction, tutoring, computer-assisted instruction, etc.
- f. Evaluative testing/screening measures to be used
- g. Program assessment instruments to be used
- h. Materials to be purchased
- i. Tagging of any materials equipment purchased with Title I funds as belonging to EAST STROUDSBURG AREA SCHOOL DISTRICT
- j. Supervision of instruction
- k. Payment of salaries and benefits
- l. Provision of progress reports and parent conferences
- m. Parent involvement activities
- n. Professional development activities
- o. Summer school activities
- p. Maintenance of records
- q. Provision of data necessary for EAST STROUDSBURG AREA SCHOOL DISTRICT to complete their Title I responsibilities
- r. Meetings with Nonpublic school officials to review services

East Stroudsburg Area School District maintains responsibility for:

- a. Providing Colonial Intermediate Unit 20 with the names of nonpublic schools identified to participate in Title I
- b. Assisting Colonial Intermediate Unit 20 in identifying addresses of students who reside in Title I attendance areas
- c. Informing Colonial Intermediate Unit 20 of any and all circumstances which may directly or indirectly affect the performance of this Agreement, including changes to the original funding allocation.

East Stroudsburg Area School District assures Colonial Intermediate Unit 20 that all meaningful consultation between East Stroudsburg Area School District and Notre Dame Elementary School needed to set up this agreement has been completed prior to the effective date of this agreement.

East Stroudsburg Area School District and Colonial Intermediate Unit 20 acknowledge that it may be necessary to modify this Agreement if there is a reauthorization of ESEA during the performance period of the contract.

5. MISCELLANEOUS

Colonial Intermediate Unit 20 maintains and keeps in force such insurance as Workers Compensation, Liability, and Property Damage.

Colonial Intermediate Unit 20 shall indemnify, defend, and hold harmless East Stroudsburg Area School District from any and all losses, damages, claims or costs, including attorney's fees,

arising from any act or omission of Colonial Intermediate Unit 20, its officials, agents or employees.

Signatures

Colonial Intermediate Unit 20

05 / 25 / 2016

Date

Charlene M. Brennan

Signature

Dr. Charlene M. Brennan, Executive Director
Print Name, Title

East Stroudsburg Area School District

Date

Signature

Print Name, Title