

11. REPORT OF EXECUTIVE DIRECTOR

d. Summary – 2016 Election of CIU20 Board Members ATTACHMENT 11.d

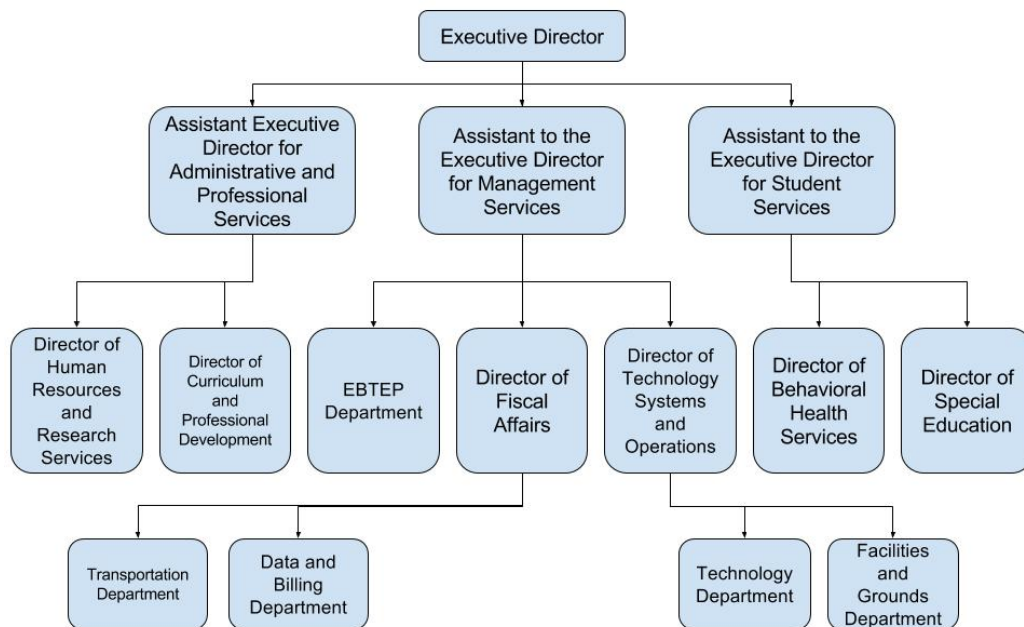
13. ACTION ITEMS

11. Approval – Changes to the Organizational Chart

a. It is recommended the Board approve the changes to the Organizational Chart as presented, including staff positions of Assistant to the Executive Director for Student Services, Level I, at a salary to be at least 5% higher than the highest Level II salary.

An employment contract outlining other terms for the Assistant to the Executive Director for Student Services will be presented in August.

b. It is also recommended that Jacquelyn Bartek be appointed as the Director of Special Education at the starting salary for a Level II Director under the current Act 93 Agreement.



12. Approval – Change in Position

It is recommended the Board approve the following change in position:

a. **Instructional Materials and Technology Services Secretary to Help Desk/Office Assistant (Cluster 3E)**, effective July 5, 2016. This change in position is needed due to the CIU20 Departments' increased need for technology support. (Technology, CIU20 Main Office)

14. PERSONNEL ITEMS

B. RESIGNATIONS

	Name	Position	Effective Date	Reason
12	Christine Lutes	Associate Teacher	May 25, 2016	To accept a MHW position with IU20

C. JOB STATUS CHANGES

	Name	Assignment	Salary	Effective
2	Jessica Brown	From LTS to Full-time (TPE) Teacher (EI, Colonial Early Learning Center)	Remains the same	July 5, 2016
3	Samantha Moreno	From Full-time Classroom Associate Teacher to Associate Teacher (1:1)	Remains the same	August 19, 2016 and will continue until student moves or no longer needs service

D. APPOINTMENTS

	Name	Assignment	Salary	Effective
22	Ryan Pysher	Full-time Associate Teacher (ES, Easton MS, EASD)	\$20,552.75 (Cluster 7, Step 1 - BS/BA)	August 18, 2016
23	Jamal Arnaout	Part-time Teacher (ESY, Northampton County Juvenile Detention Center, EASD)	\$35.79/hour (Step 1 - M)	June 17, 2016 (PRC)
24	Molly Cook	Part-time Teacher (ESY, TBD, BASD)	\$34.28/hour (Step 1 - BS/BA)	June 23, 2016 (PRC)
25	Kimberly Ivory	Part-time Teacher (ESY, TBD, BASD)	\$34.28/hour (Step 1 - BS/BA)	June 23, 2016 (PRC)
26	Lorraine Majette	Part-time Teacher (ESY, TBD, BASD)	\$36.16/hour (Step 1 - M15)	June 23, 2016
27	Kimberly Schiffert	Part-time Teacher (ESY, TBD, BASD)	\$36.65/hour (Step 1 - B15)	June 23, 2016
28	Erin Vogel	Part-time Teacher (ESY, TBD, BASD)	\$35.79/hour (Step 1 - M)	June 23, 2016 (PRC)
29	Chelsey Frazier	Part-time Teacher (ESY, East Stroudsburg HS-South, ESASD)	\$34.28/hour (Step 1 - BS/BA)	June 23, 2016 (PRC)
30	Brooke Glaser	Part-time Teacher (ESY, East Stroudsburg HS-South, ESASD)	\$35.03/hour (Step 1 - B24)	June 23, 2016 (PRC)
31	Marisa Griffith	Part-time Teacher (ESY, East Stroudsburg HS-South, ESASD)	\$34.28/hour (Step 1 - BS/BA)	June 23, 2016
32	Heather Lamb	Part-time Teacher (ESY, East Stroudsburg HS-South, ESASD)	\$34.28/hour (Step 1 - BS/BA)	June 23, 2016 (PRC)
33	Karen Rudolfi	Part-time Teacher (ESY, East Stroudsburg HS-South, ESASD)	\$35.79/hour (Step 1 - M)	June 23, 2016
34	Robert Adams	Part-time AT (ESY, TBD, BASD)	\$14.58/hour (Cluster 7, Step 1 - BS/BA)	June 23, 2016 (PRC)
35	Christopher Albright	Part-time AT (ESY, TBD, BASD)	\$12.80/hour (Cluster 7, Step 1 - HS48/AS)	June 23, 2016 (PRC)
36	AnnMarie Birster	Part-time AT (ESY, TBD, BASD)	\$14.58/hour (Cluster 7, Step 1 - BS/BA)	June 23, 2016 (PRC)
37	Danielle Clune	Part-time AT (ESY, TBD, BASD)	\$12.80/hour (Cluster 7, Step 1 - HS48/AS)	June 23, 2016
38	Amelia Colon	Part-time AT (ESY, TBD, BASD)	\$12.80/hour (Cluster 7, Step 1 - HS48/AS)	June 23, 2016 (PRC)

39	Nicole Curtis	Part-time AT (ESY, TBD, BASD)	\$14.58/hour (Cluster 7, Step 1 – BS/BA)	June 23, 2016 (PRC)
40	Nicole Fedor	Part-time AT (ESY, TBD, BASD)	\$14.58/hour (Cluster 7, Step 1 – BS/BA)	June 23, 2016 (PRC)
41	Ronnell Ford	Part-time AT (ESY, TBD, BASD)	\$11.74/hour (Cluster 7, Step 1 – HS/HQ)	June 23, 2016 (PRC)
42	Debra Gross	Part-time AT (ESY, TBD, BASD)	\$14.58/hour (Cluster 7, Step 1 – BS/BA)	June 23, 2016 (PRC)
43	Jaclyn Hahn	Part-time AT (ESY, TBD, BASD)	\$12.80/hour (Cluster 7, Step 1 – HS48/AS)	June 23, 2016
44	Ariane Hilborn	Part-time AT (ESY, TBD, BASD)	\$14.58/hour (Cluster 7, Step 1 – BS/BA)	June 23, 2016 (PRC)
45	Janell Hockin	Part-time AT (ESY, TBD, BASD)	\$14.58/hour (Cluster 7, Step 1 – BS/BA)	June 23, 2016
46	Leah Hoff	Part-time AT (ESY, TBD, BASD)	\$14.58/hour (Cluster 7, Step 1 – BS/BA)	June 23, 2016 (PRC)
47	David lobst	Part-time AT (ESY, TBD, BASD)	\$14.58/hour (Cluster 7, Step 1 – BS/BA)	June 23, 2016
48	Karen Redmon	Part-time AT (ESY, TBD, BASD)	\$14.58/hour (Cluster 7, Step 1 – BS/BA)	June 23, 2016 (PRC)
49	Sydnee Theadford	Part-time AT (ESY, TBD, BASD)	\$14.58/hour (Cluster 7, Step 1 – BS/BA)	June 23, 2016 (PRC)
50	Elizabeth Weiss	Part-time AT (ESY, TBD, BASD)	\$12.80/hour (Cluster 7, Step 1 – HS48/AS)	June 23, 2016 (PRC)
51	Eartha Yarrell	Part-time AT (ESY, TBD, BASD)	\$11.74/hour (Cluster 7, Step 1 – HS/HQ)	June 23, 2016
52	Stephanie Schubert	Part-time AT (East Hills MS, BASD)	\$14.58/hour (Cluster 7, Step 1 – BS/BA)	June 23, 2016
53	Joanna Aul	Part-time AT (East Stroudsburg HS-South, ESASD)	\$12.80/hour (Cluster 7, Step 1 – HS48/AS)	June 23, 2016 (PRC)
54	Jenne Boyle	Part-time AT (East Stroudsburg HS-South, ESASD)	\$14.58/hour (Cluster 7, Step 1 – BS/BA)	June 23, 2016 (PRC)
55	Stephanie Ciccone-Felmy	Part-time AT (East Stroudsburg HS-South, ESASD)	\$12.80/hour (Cluster 7, Step 1 – HS48/AS)	June 23, 2016 (PRC)
56	Theresa Clark	Part-time AT (East Stroudsburg HS-South, ESASD)	\$11.74/hour (Cluster 7, Step 1 – HS/HQ)	June 23, 2016 (PRC)
57	Elizabeth Fallick	Part-time AT (East Stroudsburg HS-South, ESASD)	\$11.74/hour (Cluster 7, Step 1 – HS/HQ)	June 23, 2016 (PRC)
58	Jacob Giovannini	Part-time AT (East Stroudsburg HS-South, ESASD)	\$14.58/hour (Cluster 7, Step 1 – BS/BA)	June 23, 2016 (PRC)
59	June Holden	Part-time AT (East Stroudsburg HS-South, ESASD)	\$12.80/hour (Cluster 7, Step 1 – HS48/AS)	June 23, 2016 (PRC)
60	Sharon James	Part-time AT (East Stroudsburg HS-South, ESASD)	\$14.58/hour (Cluster 7, Step 1 – BS/BA)	June 23, 2016 (PRC)
61	Sandra Nurse	\$12.80/hour (Cluster 7, Step 1 – HS48/AS)	\$11.74/hour (Cluster 7, Step 1 – HS/HQ)	June 23, 2016 (PRC)
62	Tess Staples	Part-time AT (East Stroudsburg HS-South, ESASD)	\$14.58/hour (Cluster 7, Step 1 – BS/BA)	June 23, 2016 (PRC)
63	Danielle Vergara	Part-time AT (East Stroudsburg HS-South, ESASD)	\$12.80/hour (Cluster 7, Step 1 – HS48/AS)	June 23, 2016 (PRC)
64	Vianca Rivera Colon	Part-time MHW (Summer PHP) (Colonial Academy, PAASD)	\$18.71/hour (Step 1 – BS/BA)	June 28, 2016

65	Kate Krammes	Part-time MHW (Summer Therapeutic ES Program)	\$20.17/hour (Step 1 - M)	June 27, 2016
66	Ryan Pysher	Part-time AT (Summer Therapeutic ES Program, Colonial Academy, PAASD)	\$14.58/hour (Cluster 7, Step 1 - BS/BA)	June 27, 2016
67	Nicholas Solitario	Part-time Summer Work Force Laborer (Buildings & Grounds, CIU20 Office)	\$10.19/hour	June 14, 2016
68	Christine Lutes	Full-time Mental Health Worker (PHP, Colonial Academy, following PAASD calendar)	\$28,446 (Step 1 - M)	May 26, 2016

E. SUPPLEMENTAL AGREEMENTS TO CURRENT POSITIONS

	Name	Rate	Service	Effective Dates
20	Allyssa Sirb (Speech Therapist)	Not to exceed \$500	Mentoring of a new professional (Emily Doll)	August 18, 2016 - August 17, 2017
21	Nancy King (Vision/O&M Therapist)	Contractual Daily Curriculum Rate. Not to exceed 5 days	To revise and develop curriculum materials and program guidelines	July 5, 2016 - August 17, 2016
22	Sarah Smith (Vision Teacher)	Contractual hourly rate. Not to exceed 30 hours	To provide services to students that receive hearing and vision during the Early Intervention summer session	July 5, 2016 - July 29, 2016
23	Robin Heckman (Hearing Teacher)	Contractual hourly rate. Not to exceed 10 hours		
24	Emma Stewart (Teacher)	Contractual daily rate. Not to exceed 3 days	To participate in the Governor's Institute Pre-K-3 Grade Performance Program	June 21, 2016 - June 23, 2016
25	Rachel Van Allen (Teacher)			
26	Pamela Schaffer (Educational Audiologist)	Contractual hourly rate. Not to exceed 2 hours	Inservice ESY staff on FM care and use and to insure proper function for a SVSD student	June 23, 2016 - August 18, 2016
27	Donna Adamson (Associate Teacher)	Contractual hourly rate. Not to exceed 67 hours	To work as an Associate Teacher during ESY	June 23, 2016 - July 21, 2016
28	Lani Goins (Substitute)	\$14.58/hour	To work as an Associate Teacher during ESY	June 23, 2016 - July 21, 2016
29	Victoria Huggan (Teacher)	\$22.19/hour	To work as a Mental Health Worker during the Summer PHP	June 28, 2016 - August 4, 2016
30	Patti Bower (Teacher)	\$18.71/hour		
31	Marlon Worthy (Truancy Intervention Specialist)	\$18.81/hour		

F. CONTRACTS FOR PAYMENT

Attachment	Name	Service	Rate	Effective Dates
F.27	Delta-T Group	Will provide Paraprofessional services to CIU20 students	\$19/hour for a paraprofessional and \$20/hour for a Bachelor level. Not to exceed \$24,000	May 12, 2016 – May 11, 2017
F.28	Jane Schrack	Will provide medical authorization services for the School Based Access Program (SBAP)	\$32/hour, for 500 hours. Not to exceed \$16,000	July 1, 2016 – June 30, 2017

G. REVENUE GENERATING CONTRACTS FOR SERVICE

Attachment	Name	Service	Rate	Effective Dates
G.33	Bethlehem Area SD	CIU20 will provide (3) Mental Health Workers in Bethlehem Area SD Emotional Support classes located at Liberty HS, Freedom HS and Broughal MS	Not to exceed \$164,775	2016-2017 school year
G.34	Bethlehem Area SD	CIU20 will provide a Mental Health Treatment Specialist to work in Bethlehem Area SD Emotional Support classes located at Liberty HS, Freedom HS and Broughal MS one day per week at each location	Not to exceed \$47,640.00	2016-2017 school year
G.35	Northampton Area SD	CIU20 will provide mental health supportive services to special education and at-risk students in the Northampton Area SD two days per week	Not to exceed \$31,755.00	2016-2017 school year

ATTACHMENT 11.d

2016 Annual Election of CIU20 Board Members

District	Weighted Votes	Total Votes Possible	2 Year Term: July 1, 2016 - June 30, 2018				3 Year Term: July 1, 2016 - June 30, 2019				
			Kenneth Butz Nazareth	Ethan Habrial Pen Argyl	Sandra Miller Saucon Valley	Merlyn Clarke Stroudsburg	Robert Huffman East Stroudsburg	Michelle Price Easton	Michael Baird Northampton	Daniel Wunder Pleasant Valley	Dawn Wood Pocono Mountain
Bangor	3	27	18	15	15	15	15	15	15	15	15
Bethlehem	15	135	90	90	90	90	90	90	90	90	90
Delaware Valley	5	45	25	25	25	25	25	25	25	25	25
East Stroudsburg	7	63	14	0	7	35	19	0	7	7	14
Easton	9	81									
Nazareth	5	45	40	40	40	40	40	40	40	40	40
Northampton	6	54	42	42	36	36	42	36	42	42	36
Pen Argyl	2	18	14	12	14	14	14	14	14	14	14
Pleasant Valley	5	45	0	0	0	0	0	0	0	40	0
Pocono Mountain	10	90	90	90	90	90	90	90	90	90	90
Saucon Valley	2	18	8	8	12	8	8	8	8	8	8
Stroudsburg	5	45	0	25	20	35	20	5	10	0	15
Wilson	2	18	14	14	14	14	14	14	14	14	14
TOTALS	76	684	355	361	363	402	377	337	355	385	361

CIU20 Board members have been elected by both a majority of the school districts (7) and weighted votes (343)

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 Delta-T Group, 950 Haverford Avenue, Suite 200, Bryn Mawr, PA 19010, (800) 251-8501.

Delta-T Group will provide Paraprofessional services to Colonial Intermediate Unit 20 students.

The rate for this service is \$19.00 per hour for a paraprofessional and \$20.00 per hour for a bachelor level paraprofessional. This contract shall not exceed \$24,000.00 and is in effect from May 12, 2016 through May 11, 2017.

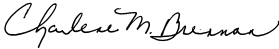
Should circumstances occur beyond the control of the Intermediate Unit/Contractor, such as low enrollment, inclement weather, which prevents the service from taking place, the Intermediate Unit will not be obligated to pay the Contractor.

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

1. The provider shall maintain and remit a copy of Professional Liability Insurance.
If no certificate of Professional Liability Insurance is submitted, this holds harmless and releases Colonial Intermediate Unit 20 of any damages that occur in performance of this contract.
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. Sign the contract below and provide your identification number.
4. Complete the attached IRS W-9 form in entirety.
5. 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, Director of Fiscal Affairs, at the Intermediate Unit Office.

	06 / 22 / 2016		
_____ Dr. Charlene M. Brennan Executive Director	_____ Date	_____ Delta-T Group	_____ 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.



RATE SHEET

Date: May 12th 2016

Delta-T Group specializes in referring intermittent independent professionals (contractors) in the **Human Services, Behavioral Healthcare, Nursing and Education** fields for long and short term needs. Our **24 hour a day, 7 days a week** availability and unique portfolio of services allow access to a strong network of professionals possessing a wide variety of experience and training. Below are the standard rates including contractor's charges and administrative fees associated with the type of professional referred.

Prepared for: Colonial Intermediate Unit 20

<u>Professional</u>	<u>Standard Hourly Rate</u>
Paraprofessional-highly qualified	\$19 an hour
Bachelor level Paraprofessional	\$20 an hour

Rates above are valid from 05/12/16 through 05/12/17

Rates may vary depending on contractor's charge and the specific criteria required by your organization for a particular engagement. Client will not be billed for fees in excess of those listed above without prior written approval from an authorized representative of your organization.

Please call for information on any of the following:

- Social Workers/Clinicians/Counselors
- Case Managers
- Addiction Counselors
- Direct Care / Residential Counselors
- RN, LPN, CNA
- Home & Community Based Counselors
- Mentors
- Classroom Aides & Tutors
- Certified Teachers & Substitutes
- 1:1 Paraprofessionals
- Physical, Occupational & Speech Therapists
- Psychologists & Psychiatrists
- Wrap Around Professionals
- Creative Arts & Recreation Therapists

Agreed upon by:

Client Name: Christopher Walzel

Client Address: 6 Danforth Dr. Easton, PA 18045-7919

Signature/Title: [Signature]
Director of Special Ed.

Date: 6-16-16

BEHAVIORAL HEALTH REFERRAL AGENCY

DELTA-T GROUP, INC.



Colonial Intermediate Unit 20
Special Education
6 Danforth Dr, Easton Pa 18045-7899
Christopher S Wolfel-Director Special Ed

May 12th 2016

This Letter Agreement outlines the terms under which Delta-T Group, Inc. ("Delta-T") will refer interim professionals to Colonial Intermediate Unit 20 ("Client"). This Agreement shall commence on the date first stated above and continue for an initial term of one (1) year or such shorter period in the event that the parties execute a more comprehensive agreement. This Agreement shall automatically renew for successive 1-year terms. This Agreement may be terminated without cause by either party upon thirty (30) days written notice to the other party.

The professionals referred to Client through Delta-T are Independent Contractors ("Contractor(s)"). Delta-T requires, as part of our arrangement with the Contractors, that each Contractor sign an operating agreement with Delta-T before they are contracted out to a facility such as yours.

Contractor, while retained by Client through Delta-T, is to perform services for Client exclusively through Delta-T. Client will not engage, hire or contract with Contractor independent of Delta-T, either directly or through another agency, without first notifying Delta-T. Delta-T's Temp to Perm Policy is that from the time Client notifies Delta-T of its intention to engage, hire or contract with a Contractor independent of Delta-T, the Contractor must work 750 hours through Delta-T at a Client facility before the Contractor may work or perform services for Client independent of Delta-T. This 750-hour requirement remains in effect for 6 months after the last date of a Contractor's referral with Client through Delta-T. Client may hire or contract with Contractor without meeting this 750-hour requirement by making payment to Delta-T the sum of \$7,500.00 or a sum equal to 1/3 of the total compensation package offered to Contractor, whichever sum is greater.


All invoices for services are due net twenty (20) days and will be forwarded to your attention. Client shall notify Delta-T of any disputed amounts within ten (10) business days of Client's receipt of invoice. Invoices or amounts not disputed within this time period shall be deemed accepted by Client. Client shall not withhold payment of any undisputed amounts. All outstanding balances are subject to statutory interest and a late charge. If payment is not made in accordance with these terms, Delta-T will cease referring Contractors to Client and Contractors will not be released for referral until payment is received in full. Delta-T shall be entitled to recover reasonable attorneys fees in the event legal action is necessary to enforce the terms of this Letter Agreement.

Thank you for choosing Delta-T. If these terms are acceptable, please sign and return this to our office.

Respectfully,

Scott R. McAndrews

Scott R. McAndrews, EVP

By:  Signature of Client Representative
Date May 12th 2016
Christopher Wolfel / Director of Special Ed.
Print Name and Title

BEHAVIORAL HEALTH REFERRAL AGENCY

DELTA-T GROUP, INC.

950 HAVERFORD ROAD • SUITE 200 • BRYN MAWR, PA 19010 • 800/251-8501 • FAX: 610/527-5884 • www.delta-tgroup.com

WORKSHEET – CONTRACT FOR SERVICE

DIRECT CONTACT WITH STUDENTS

Program Supervisor Checked Obtained Credentials (FBI Fingerprint, Child Abuse, Criminal Background Check)

NO CONTACT WITH STUDENTS

REVENUE GENERATING *(Fill in Only At*)*

AMENDMENT TO EXISTING CONTRACT *Attach copy of original signed contract, include budget*

Individual Generating Contract: Christopher Wolfel

*Contractor's Name: Delta-T Group

*Email Address

*Street Address: 950 Haverford Road, Suite 200

*City, State, ZIP Code: Bryn Mawr, PA 19010

*Telephone Number: 800-251-8501

*Purpose of Contract: Type(s) of service(s) to be provided: Delta-T Group specializes in referring intermittent independent Professionals (contracts) in the Human Services, Behavioral Healthcare, Nursing and Education fields for long and short Term needs.

Contract Rationale: Why the need for an outside contractor? **(Not Applicable for Revenue Generating)**

Delta-T Group provides 24 hour a day, 7 days a week availability, utilized to provide paraprofessional services during Extended School Year to meet staffing needs due to shortage of applicants.

How did you select this contractor? **(Not Applicable for Revenue Generating)**

Delta-T Group has a unique portfolio of services to allow access to a strong network of professionals possessing a wide Variety of experience and training.

Who is being served? **(Not Applicable for Revenue Generating)**

Colonial Intermediate Unit 20 students.

Benefit of contract? **(Not Applicable for Revenue Generating)**

By contracting with Delta-T staffing shortages will be covered.

*Location of Provided Service Various Locations

*Date(s) of Service 5/12/16 – 5/12/17

*Cost Per Day

*Cost Per Hour

\$19.00 an hr, – Paraprofessional-HQ
\$20.00 an hr. – Bachelor level
Paraprofessional

*Number of Days

*Number of Hours

*Total Cost

*Total Cost

Reimbursable Expenses (please check the applicable expenses) Not Applicable for Revenue Generating

Mileage Lodging Meals Rental Car Air Travel

*"Shall Not Exceed" Amount of Contract \$24,000.00 *Budget Special Education

Is payment of this contract based upon other factors that could modify the amount of contract? **(Not Applicable for Revenue Generating)**

Yes

No

If yes, please explain:

~~This section must be completed (Not Applicable For Revenue Generating)~~

Is the IU solely responsible for the entire cost of this contract?

Yes

No

If no, please explain who is sharing the cost and how is the cost to be prorated.

Payment: Please check the box that applies to this specific contract **(Not Applicable for Revenue Generating)**

Contracted service (no taxes withheld)

Process payment for service through payroll

JUSTIFICATION FOR LATENESS

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 Ms. Jane Schrack, 3933 West Greenwood Drive, Bethlehem, PA 18020, (610) 248-8834.

Ms. Schrack will provide medical authorization services for the School Based Access Program (SBAP).

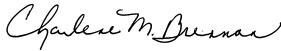
The rate for this service is \$32.00 per hour, for 500 hours. This contract shall not exceed \$16,000.00 and will be in effect from July 1, 2016 through June 30, 2017.

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 a copy of your driver's license and social security card.
- 2. Complete the attached forms.
- 3. Submit a time sheet to the Intermediate Unit Business Office in accordance with the terms of the contract, **within 30-days of the expiration date of the contract.**

Either the Intermediate Unit or the Provider may cancel this contract with or without cause at any time by giving the other party sixty (60) days' written notice of intent to terminate this contract.

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

	06 / 22 / 2016		
Dr. Charlene M. Brennan Executive Director	Date	Jane Schrack	Date

Mrs. Dawn M. Hales Secretary to the Board	Date	Social Security 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.

WORKSHEET – CONTRACT FOR SERVICE

DIRECT CONTACT WITH STUDENTS

**Human Resources has verified credentials (FBI Fingerprint, Child Abuse, Criminal Background Check)
(Individual cannot start until credentials are verified)**

NO CONTACT WITH STUDENTS

REVENUE GENERATING *(Fill in Only At*)*

AMENDMENT TO EXISTING CONTRACT *Attach copy of original signed contract, include budget*

Individual Generating Contract: Lindsey Vogel

*Contractor's Name: Jane Schrack

*Email Address:

*Street Address: 3933 W. Greenwood Dr.

*City, State, ZIP Code: Bethlehem, PA 18020

*Telephone Number: 610-248-8834

*Purpose of Contract: Type(s) of service(s) to be provided: Type(s) of service(s) to be provided: To provide medical authorization services for the School Based Access Program (SBAP to meet state and federal regulations.

Contract Rationale: Why the need for an outside contractor?

The SBAP requires (at a minimum) a nurse practitioner's authorization for billing of reimbursable services. Ms. Schrack has a MS Degree in Nursing and is MSN Board Certified as a Family Nurse Practitioner with more than 16 years' experience and she holds a current PA license.

How did you select this contractor?

Ms. Schrack has performed this service for us in the past.

Who is being served?

CIU20 and districts where CIU20 provides the billing for SBAP related services.

Benefit of contract?

Enables CIU20 to bill PA School Based Access for eligible services. Access funds are used to offset program costs.

*Location of Provided Service Colonial Intermediate Unit 20 Central Office

*Date(s) of Service 7/1/2016 through 6/30/2017 (Either party may cancel with 60 days written notice)

*Cost Per Day *Cost Per Hour \$32.00/Hour

*Number of Days *Number of Hours 500 Hours (1,500 Auth @ .25 hrs)

*Total Cost *Total Cost \$16,000

Reimbursable Expenses (please check the applicable expenses) Not Applicable for Revenue Generating

Mileage Lodging Meals Rental Car Air Travel

*"Shall Not Exceed" Amount of Contract *Budget

Is payment of this contract based upon other factors that could modify the amount of contract? (Not Applicable for Revenue Generating)

Yes No If yes, please explain:

~~This section must be completed (Not Applicable For Revenue Generating)~~

Is the IU solely responsible for the entire cost of this contract? Yes No

If no, please explain who is sharing the cost and how is the cost to be prorated.

Payment: Please check the box that applies to this specific contract (Not Applicable for Revenue Generating)

Contracted service (no taxes withheld)

Process payment for service through payroll

JUSTIFICATION

The Pennsylvania Department of Education and the Department of Public Welfare have suggested that in the near future, a Medical Physician must authorize all IEP Cases to meet SBAP billing requirements. CIU20 has actively pursued the most cost effective provider to meet the current authorization requirement. Ms. Schrack has professionally and efficiently provided this service for us in the past. However, CIU20 is continuing to search for a Medical Physician to meet this requirement in anticipation of the program changes.

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

CONTRACT FOR SERVICE
(REVENUE GENERATING)

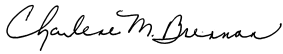
This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and Bethlehem Area School District, 1516 Sycamore Street, Bethlehem, PA 18017-6099, (610) 861-0500.

Colonial Intermediate Unit 20 will provide three (3) Mental Health Workers in Bethlehem Area School District Emotional Support classes located at Liberty High School, Freedom High School and Broughal Middle School.

The total cost for said services shall not exceed \$164,775.00. This contract becomes effective the first day of the 2016-2017 school year and terminates at the end of the 2016-2017 school year.

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

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

	06 / 22 / 2016		
_____ Dr. Charlene M. Brennan Executive Director	_____ Date	_____ Bethlehem Area School District Superintendent	_____ Date

_____ Mrs. Dawn M. Hales Secretary to the Board	_____ Date	_____ Federal ID Number
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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.

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

CONTRACT FOR SERVICE
(REVENUE GENERATING)

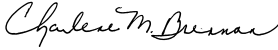
This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and Bethlehem Area School District, 1516 Sycamore Street, Bethlehem, PA 18017-6099, (610) 861-0500.

Colonial Intermediate Unit 20 will provide a Mental Health Treatment Specialist to work in Bethlehem Area School District Emotional Support classes located at Liberty High School, Freedom High School and Broughal Middle School one day per week at each location.

The total cost for said services shall not exceed \$47,640.00. This contract becomes effective the first day of the 2016-2017 school year and terminates at the end of the 2016-2017 school year.

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

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

	06 / 22 / 2016		
_____ Dr. Charlene M. Brennan Executive Director	_____ Date	_____ Bethlehem 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.

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

CONTRACT FOR SERVICE
(REVENUE GENERATING)

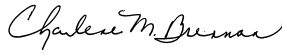
This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and Northampton Area School District, 2014 Laubach Avenue, Northampton, PA 18067, (610) 262-7811.

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 \$31,755.00. This contract becomes effective the first day of the 2016-2017 school year and terminates at the end of the 2016-2017 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, Director of Fiscal Affairs, at the Intermediate Unit Office.

	06 / 22 / 2016		
_____ Dr. Charlene M. Brennan Executive Director	_____ Date	_____ Northampton 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.