

**COLONIAL INTERMEDIATE UNIT 20
MINUTES OF MEETING
September 28, 2016**

BOARD APPROVED - OCTOBER 26, 2016 *Dawn M. Hales*

The September meeting of the Colonial Intermediate Unit 20 Board of School Directors was held on Wednesday, September 28, 2016 at Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, PA. President Baird called the meeting to order at 7:32 PM at which time the Pledge of Allegiance was recited.

Members Present:

- Dr. Michael Baird, Northampton (President)
- Kenneth Brewer, Bangor
- Robert Huffman, East Stroudsburg
- Michelle Price, Easton
- Kenneth Butz, Nazareth
- Ethan Habrial, Pen Argyl
- Dawn Wood, Pocono Mountain
- Sandra Miller, Saucon Valley
- Merlyn Clarke, Stroudsburg
- Linda Baskwell, Wilson

Members Absent:

- Eugene McKeon, Bethlehem (Vice-President)
- Pam Lufty, Delaware Valley
- Daniel Wunder, Pleasant Valley

Also Present:

- Dr. Charlene M. Brennan, Executive Director
- Mr. Hans Baltzersen, Assistant to the Executive Director for Management Services
- Mr. Christopher Wolfel, Assistant to the Executive Director for Student Services
- Mrs. Dawn Hales, Secretary to the Board
- Mr. Anthony Pidgeon, Director of Human Resources & Employee Management
- Mrs. Michelle Bozzini, Director of Professional Learning
- Mr. Jon Wallitsch, Director of Fiscal Services
- Mrs. Jacquelyn Bartek, Director of Special Education
- Mr. Christopher Fisher, Interim Administrator
- John Freund, III, Solicitor

4. MOTION to Approve Agenda – September 28, 2016

On motion by Mr. Huffman, seconded by Ms. Price, and unanimously passed by voice vote, the Board approved the Agenda as presented with any additions and/or corrections noted.

5. MOTION TO Approve Minutes of Meeting – August 24, 2016

On motion by Mr. Butz, seconded by Mr. Brewer, and passed by voice vote, the Board approved the Minutes of the August 2016 meeting as presented.

6. MOTION TO Approve the Report of the Treasurer & Request for Approval of Bills – August 2016

On motion by Mr. Huffman, seconded by Mrs. Miller, and unanimously passed by voice vote, the Report of the Treasurer for the month of August 2016 was approved and bills ordered paid.

7. ANNOUNCEMENT OF EXECUTIVE SESSION

Dr. Baird announced that an Executive Session was held prior to the meeting (6:30 PM) to discuss contracts and legal issues. Present were: Dr. Michael Baird, Eugene McKeon, Kenneth Brewer, Michelle Price (6:45 PM), Robert Huffman, Kenneth Butz, Ethan Habrial, Dawn Wood, Sandra Miller, Merlyn Clarke, Linda Baskwell and Atty. Freund.

The following entered Executive Session at 6:55 PM: Dr. Charlene Brennan, Hans Baltzersen, Anthony Pidgeon, Chris Fisher and Chris Wolfel.

8. **COMMUNICATIONS** - There were no communications
9. **RECOGNITION OF VISITORS** – Rosemarie Paolucci, IU20 ESP President; Edith Barakso, IU20 ESP Vice President; Ashlee Grennan, IU20 EA Secretary
10. **COMMENTS BY VISITORS (Agenda Items)** – None at this time

11. **REPORT OF EXECUTIVE DIRECTOR**

- Mrs. Sandra Miller, Circuit Rider for Regions 18, 19 and 20, provided an update on the Campaign for Fair Education Funding. The same update was also shared with superintendents and business officials across the commonwealth. The William Penn Foundation will continue to fund the Campaign until 2017. She will be reaching out to IU20 school districts and attending local board meetings.
- Mr. Christopher Wolfel spoke to the board regarding Colonial Academy. Superintendents, principals, guidance counselors and special education directors were invited to tour Colonial Academy at the end of last school year. Focus groups were held to identify if the academy was still meeting the needs of the school districts. A video was shared highlighting the great behavioral and mental health supports that are provided. This was documented through the students' experiences and in their own words. The video is available on the Colonial Academy website. Dr. Brennan offered to the superintendents a visit to their districts to talk about the academy.
- The Twenty was distributed for the month of September.

12. **OLD BUSINESS**

None at this time

On motion by Mrs. Miller and seconded by Ms. Price and unanimously passed by voice vote, the Board approved the following Action Items (on Agenda) as presented with any additions and/or corrections noted:

On motion by Mr. Butz and seconded by Mrs. Miller and unanimously passed by voice vote, the Board approved the following Action Items (on Addendum) as presented with any additions and/or corrections noted:

13. **ACTION ITEMS**

1. Board Acknowledgement – Years of Service Recognition for CIU 20 Employees

It is recommended the Board acknowledge the following employees who have completed the number of years of service indicated as of August 31, 2016. In honor of these milestones, a Resolution was presented to each employee at Orientation:

35 Years of Service

Tammy Bonanni - Service Coordinator

30 Years of Service

Rosalie Keenhold - Associate Teacher

Dale Schlegel - Maintenance

25 Years of Service

Timothy Glick - Teacher

Christine Roth - Certified Occupational Therapy Assistant

Catherine Lando - Certified Occupational Therapy Assistant

20 Years of Service

Gregory Mikovich - Teacher
 Debra Yeakel - Certified Occupational Therapy Assistant
 Raymond Flowers - Administrator
 Suzanne Sykes - Teacher
 Jessica Jackson - Teacher
 Ronald Prator - Administrator
 Gregory Kapp - Teacher
 Kelly Butz - Wraparound Facilitator
 Gayle Chiavaroli - Associate Teacher
 Susan Truesdale - Mental Health Worker
 Susan McCollian - Teacher
 Marla Yanochik - Speech Therapist

2. Board Acknowledgement – Orientation Day Staff Award Recipients

It is recommended the Board recognize the following staff who were honored at the CIU20 Orientation Day activities on August 19, 2016 for their outstanding performance during the 2015-2016 school year:

Maureen Crawford Award

Peer Buddies - Elementary Students of Governor Wolf Elementary School, BASD

Program Partnership Award

Katherine W. Freeman - Associate Teacher (1:1), Autistic Support Program, Chipperfield Elementary School

Leadership Award / Margaret M. Kahler Memorial Fund Award

Sue Ann Medar Onuschak - Teacher, Partial Hospitalization Program, Pleasant Valley High School

Annie Sullivan Award

Danielle M. Schroeder - Teacher, Multidisabilities Program, Clearview Elementary School

The Annie Sullivan Award recognizes a staff member who exemplifies caring involvement with disabled students and who goes above and beyond the duties of the classroom in helping others in the school and community to understand and accept the disabled.

3. Approval – New Class/Positions

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

- a. **Associate Teacher (1:1)** effective August 29, 2016 and will continue until student moves or no longer requires service. East Stroudsburg Area SD has requested the Intermediate Unit provide an AT to meet the needs of an individual student. (LSS, Pocono Mountain East Jr. HS, PMSD) Budget Amendment is attached. **ATTACHMENT 13.3.a**

4. Approval – Additional 2016-2017 Service and Payment Rates

It is recommended the Board approve additional CIU20 2016-2017 Service and Payment Rates as follows:

- Frontline Technologies ASEOP Services Rate:
 - \$2.58 per Employee needing a substitute;
 - \$1.72 per Employee not needing a substitute
- Monroe County Prison: \$110,378
- National Board Course Facilitators: \$300 per student
- Northampton County Prison: \$107,722

- Hybrid Learning Institute, Planning and Membership: \$12,500

5. Adoption of Policy Manual - Section 000 – Board Procedures

It is recommended the Board adopt the following policies in **Section 000 – Board Procedures** as presented on August 24, 2016
ATTACHMENT 13.5

- 000 Board Policy/Procedure/Administrative Regulations
- 001 Name and Classification
- 002 Authority and Powers
- 003 Functions
- 004 Membership
- 005 Organization
- 006 Meetings
- 007 Policy Manual Access
- 008 Organization Units and Structural Relationships
- 011 Board Governance Standards/Code of Conduct

6. Adoption of Policy Manual - Section 600 – Finances

It is recommended the Board adopt the following policies in **Section 600 – Finances** as presented on August 24, 2016
ATTACHMENT 13.6

- 601 Fiscal Objectives
- 602 Budget Planning
- 603 Budget Preparation
- 604 General Operating Budget Adoption
- 604.1 Budget Adoption
- 608 Bank Accounts
- 610 Purchases Subject to Bid/Quotation
- 611 Purchases Budgeted
- 612 Purchases Not Budgeted
- 613 Cooperative Purchasing
- 614 Payroll Authorizations
- 615 Payroll Deductions
- 616 Payment of Bills
- 617 Petty Cash
- 619 Intermediate Unit Audit
- 622 GASB Statement 34
- 625 Procurement Cards/Credit Cards

7. Approval – Budget Amendments

It is recommended the Board approve the following Budget Amendments:

- Special Education - Life Skills Support: \$186,200.00
Teacher - Mental Health Worker - Associate Teacher
- Special Education - Life Skill Support: \$174,020.00
Teacher - (2) Associate Teachers **ATTACHMENT 13.7**

8. Approval – Memoranda of Understanding

It is recommended the Board approve:

- MOU between CIU20 and the Professional Employees Association
- MOU between CIU20 and the Educational Support Personnel Association

To administer Diastat on an “as needed” basis to a student for the 2016-2017 school year. **ATTACHMENT 13.8**

9. Approval – Capital Improvements

It is recommended the Board approve the following Capital Improvements. Quotes have been solicited and awarded as follows:

- New Roller Shades for the Colonial Academy Gymnasium:
 - \$4,000 - Awarded to Jackson’s Window Shoppe
- Replace 80 square feet of rusted siding panels on the east elevation of Central Office building:
 - \$1,100 - Awarded to Alan Kunsman Roofing & Siding, Inc.

10. Board Acknowledgement – Completion of Induction

It is recommended the Board acknowledge the following individuals who have completed the CIU20 Induction Program (PA Code, Title 22, Chapter 49.16), during the 2016-2017 school year:

Michelle Favorito	September 28, 2016		Janice Green	September 28, 2016
Lauren Murphy	September 28, 2016		Ashley Persing	September 28, 2016
Adam Thomas	September 28, 2016			

11. Board Approval - Internship

It is recommended the Board approve an internship for Stephanie Cook, a graduate student at Marywood University. Ms. Cook is requesting an MSW internship in social work from September 29, 2016 to May 19, 2017. Supervision will be completed by Nicole Baker in the Outpatient Program. There is no stipend requested.

12. Board Approval - Internship

It is recommended the Board approve an internship for Lisa Tondora, a graduate student at Chestnut Hill College. Ms. Tondora is requesting an internship for her Master’s in Counseling from September 29, 2016 to May 19, 2017. Supervision will be completed by Nicole Baker in the Outpatient Program. There is no stipend requested.

13. Board Approval - Textbooks

It is recommended the Board approve the listing of textbooks for Special Education classes for the 2016-2017 school year as presented. **ATTACHMENT 13.13**

- Partial Hospitalization
- Multidisabilities/Physical Support/Learning Support
- Life Skills
- Emotional Support
- Deaf and Hard of Hearing
- Autistic Support
- Colonial Academy

14. Approval – Office Furniture

It is recommended the Board approve the following Office Furniture purchase for the Central Office:

- Replace old office furniture in various offices in different departments throughout the Central Office:
 - \$62,529.50 - Interior Workspace Solutions (PA State Contract Price)

15. Approval – Classroom Project

It is recommended the Board approve the following classroom project at the Northampton County Juvenile Justice Center. At the intermediate unit’s request, one quote was received by the County of Northampton’s electrical contractor. The normal three quotes were not obtained due to security measures where the classrooms are located.

- Data cabling for projector installation:
 - \$18,615 - Awarded to Diefenderfer Electrical Contractor and Technology Solutions (Funds to be provided through the Title I Delinquent Program)

ADDENDUM - ADD

16. Approval – New Class/Positions

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

- a. **Associate Teacher (1:1)** effective September 16, 2016. The Saucon Valley SD is requesting CIU20 provide an Associate Teacher to meet the needs of an individual student per the IEP (LSS, George Wolf Elementary, Northampton SD) Budget Amendment is attached. **ATTACHMENT 13.16.a**
- b. **Associate Teacher (1:1)** effective September 29, 2016. The Easton Area SD is requesting CIU20 provide an Associate Teacher to meet the needs of an individual student per the IEP (ES, Easton Middle School, EASD) Budget Amendment is attached **ATTACHMENT 13.16.b**

17. Approval – First Reading of Policy Manual - Section 200 – Pupils

It is recommended the Board approve the first reading of the following policy in **Section 200 – Pupils** (**Provided as Handout to Board Members**)

210.2 Naloxone Administration in School

On motion by Mr. Brewer and seconded by Mr. Huffman and unanimously passed by voice vote, (with the exception of one “no” vote F.2 and one “no” vote F.7) the Board approved the following Personnel Items (on Agenda) as presented with any additions and/or corrections noted:

On motion by Mr. Brewer and seconded by Ms. Price and unanimously passed by voice vote, the Board approved the following Personnel Items (on Addendum) as presented with any additions and/or corrections noted:

16. PERSONNEL ITEMS

IF NECESSARY, THE REASON FOR SUBMISSION FOR BOARD APPROVAL AFTER THE PREVIOUS BOARD MEETING DATE IS PROVIDED.

A. LEAVES OF ABSENCE

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

1. **Amanda Rosado – Parental Leave**
Start Date: October 18, 2016
Return Date: January, 2017
2. **Kristen Vaughan – Parental Leave**
Start Date: November 23, 2016
Return Date: August, 2017

B. RESIGNATIONS

It is recommended the Board accept the following Resignations:

	<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Reason</u>
1	Celeste Booth-Anderson	Associate Teacher	August 29, 2016	Other employment
2	Marc Bernstein	Supervisor of Education	September 6, 2016	Other employment
3	Thomas Davis	Bus Driver	August 8, 2016	Other employment

4	Heather Dugey	Associate Teacher	September 9, 2016	Other employment & Dissatisfaction with wages or conditions
5	Carolyn Hardy	Associate Teacher	August 17, 2016	No reason given
6	Tamiko Jones	Vehicle Monitor	August 1, 2016	Other reasons
7	Brian Keating	Teacher	September 16, 2016	Other employment
8	Darwin Manriquez	Associate Teacher	August 23, 2016	No reason given
9	Ian Noll	Associate Teacher (1:1)	September 2, 2016	Other employment
10	David Ohmnacht	Associate Teacher	August 17, 2016	No reason given
11	Kelly Paxton	Teacher	September 8, 2016	Illness or other physical reasons
12	Shanna Rebuck	Mental Health Worker	September 16, 2016	Other reasons
13	Brian Roland	Monitor	August 29, 2016	Other employment
14	Mary Lue Tekin	Teacher	September 12, 2016	Other employment
15	D'Shauna Welch	Associate Teacher	September 12, 2016	Other employment
16	Paige Zinis	Associate Teacher	September 19, 2016	Family or domestic reasons

ADDENDUM – ADD:

17	Nikki Bradford	Associate Teacher	September 16, 2016	To accept a Teaching position with CIU20
18	Janice Green	Teacher	September 30, 2016	Other employment
19	Jennifer Harman	Outpatient Program	September 21, 2016	No reason given
20	Theresa Krause	Maintenance/Food Service/Courier	August 31, 2016	Illness or other physical reasons
21	Nancy Lauchaire	Associate Teacher	August 18, 2016	No reason given
22	Kristen Lilly	Associate Teacher	September 9, 2016	To accept a Teaching position with CIU20
23	Jessica Mowrey	Associate Teacher	September 16, 2016	To accept a LTS Teaching position with CIU20
24	Ryan Pysher	Associate Teacher	September 23, 2016	To accept MHW position with CIU20
25	Gabriela Villaneuva Rauch	Substitute Teacher	September 15, 2016	Moving from the area

C. JOB STATUS CHANGES

It is recommended the Board approve the following Job Status Changes:

	<u>Name</u>	<u>Assignment</u>	<u>Salary</u>	<u>Effective</u>
1	Edward Fermin	From Associate Teacher (1:1) to Full-time Classroom Associate Teacher (AS, Colonial Early Learning Center, located in BASD)	Remains the same	August 25, 2016
2	Aubry Kacsur	From Associate Teacher (1:1) to Full-time Classroom Associate Teacher (PS, PV Elementary, PVSD)	Remains the same	August 29, 2016
3	Elizabeth Martin	From Full-time Mental Health Worker (1:1) to Teacher (ES, PV High School, PVSD)	\$49,921 (Step 1 - B24)	September 13, 2016

ADDENDUM – ADD:

4	James Litts	From Associate Teacher (1:1) to Full-time Transition Coach (Northampton County)	\$23,083.63 (Cluster 7, Step 2 - BS/BA)	September 9, 2016
5	James McDonald	From Full-time Supervisor of Clinical Support Services (Level III) to Acting Director of Resolve Behavioral Health Services (CIU20 Office)	\$109,273 (Level II)	September 29, 2016
6	James McDonald	From Acting Director of Resolve Behavioral Health Services to Full-time Director of Resolve Behavioral Health Services	\$109,273 (Level II)	November 16, 2016

7	Barbara Stires	From Part-time Billing Clerk to Full-time Secretary - Medical Billing and Child Accounting (Business Office, CIU20 Office)	\$29,688 (Cluster 2C - Step 1)	September 1, 2016
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D. APPOINTMENTS

It is recommended the Board approve the following Appointments:

	<u>Name</u>	<u>Assignment</u>	<u>Salary</u>	<u>Effective</u>
1	Lauren Benner	Full-time Mental Health Worker (TES, PM East Jr. HS, PMSD)	\$26,503 (Step 1 - BS/BA)	September 6, 2016
2	Colleen Brewer	Full-time Associate Teacher (1:1) (AS, Bangor MS, Bangor Area SD)	\$20,583.63 (Cluster 7, Step 1 - BS/BA)	September 6, 2016 and will continue until student moves or no longer needs service
3	Amber Capobianco	Full-time Associate Teacher (1:1) (AS, Stroudsburg Middle, SASD)	\$18,083.63 (Cluster 7, Step 1 - HS48/AS)	September 26, 2016 and will continue until student moves or no longer needs service
4	Jesse Cipollini	Full-time Associate Teacher (1:1) (AS, Liberty HS, BASD)	\$16,583.63 (Cluster 7, Step 1 - HS/HQ)	August 30, 2016
5	Heather Frantz	Full-time Mental Health Worker (ES, Easton HS, EASD)	\$26,503 (Step 1 - BS/BA)	August 31, 2016
6	Curtis Glantz	Long-term Substitute Custodian (Buildings and Grounds, CIU Office)	2016-2017 Salary (2015-2016 Salary: \$25,708)	September 19, 2016
7	Dolores Garbacik-Bouch	Long-term Substitute Associate Teacher (LSS, Wind Gap MS, PAASD)	\$20,583.63 (Cluster 7, Step 1 - BS/BA)	August 29, 2016
8	Kenneth Gilbride	Full-time Associate Teacher (AS, Pocono Mountain East HS, PMSD)	\$20,583.63 (Cluster 7, Step 1 - BS/BA)	August 30, 2016
9	Eileen Hayden	Full-time Associate Teacher (AS, Shawnee Elementary, EASD)	\$20,583.63 (Cluster 7, Step 1 - BS/BA)	September 6, 2016
10	Lorraine Majette	Long-term Substitute Teacher (AS, Bangor Middle School, Bangor Area SD)	\$51,517 (Step 1 - M15)	August 29, 2016
11	Marissa Mariano	Full-time Associate Teacher (1:1) (ES, Colonial Academy, following PAASD)	\$20,583.63 (Cluster 7, Step 1 - BS/BA)	September 19, 2016
12	Kimberlee McCarty	Bus Driver/Van Driver/Monitor (Transportation, Locations as assigned)	2016-17 Hourly Rates (2015-16 Rates: \$15.29/\$13.75/\$12.19 per hour)	August 29, 2016
13	Kathleen McLoughlin	Full-time Associate Teacher (1:1) (AS, Forks Elementary, EASD)	\$16,583.63 (Cluster 7, Step 1 - HS/HQ)	August 29, 2016 and will continue until student moves or no longer needs service
14	Samantha Miara	Full-time Associate Teacher (AS, Easton Middle School)	\$20,583.63 (Cluster 7, Step 1 - BS/BA)	August 19, 2016 and will continue until student moves or no longer needs service
15	Colleen Prue	Bus Driver/Van Driver/Monitor (Transportation, Locations as assigned)	2016-17 Hourly Rates (2015-16 Rates: \$15.29/\$13.75/\$12.19 per hour)	August 29, 2016
16	Erin Rodenbough	Full-time Associate Teacher (AS, Palmer Elementary, EASD)	2016-17 Hourly Rates (2015-16 Rates: \$12.19 per	August 29, 2016 September 19, 2016

			hour) \$20,583 (Cluster 7, Step 1 - BS/BA)	
17	Ellyn Rodriguez	Monitor (Transportation, Locations as assigned)	2016-17 Hourly Rate (2015-16 Rate: \$12.19 per hour)	August 30, 2016
18	Brooke Sales	Full-time Associate Teacher (AS, Williams Township Elementary, Wilson Area SD)	\$18,083.63 (Cluster 7, Step 1 - HS48/AS)	September 1, 2016
19	Nicholas Snyder	Full-time Associate Teacher (PHP, Farmersville Elementary, BASD)	\$18,083.63 (Cluster 7, Step 1 - HS48/AS)	August 31, 2016
20	Ashlee Stampf	Full-time Mental Health Treatment Specialist (PHP, Colonial Academy, following PAASD calendar)	\$50,985 (Step 1 - M)	September 7, 2016
21	Sydnee Theadford	Full-time Associate Teacher (AS, Palmer Elementary, EASD)	\$20,583.63 (Cluster 7, Step 1 - BS/BA)	August 29, 2016
22	Kaitlyn Vaccola	Full-time Mental Health Worker (1:1) (AS, Swiftwater Intermediate, PMSD)	\$28,565 (Step 1 - M)	September 12, 2016 and will continue until student moves or no longer needs service
23	Douglas Wisneiski	Full-time Associate Teacher (ES, JT Lambert Intermediate (ESASD)	\$20,583.63 (Cluster 7, Step 1 - BS/BA)	September 8, 2016
24	Trudy Young	Monitor (Transportation, Northampton Area SD)	2016-17 Hourly Rate (2015-16 Rate: \$12.19 per hour)	August 29, 2016

ADDENDUM - ADD:

25	Aldelis Agosto	Full-time Associate Teacher (1:1) (PHP, Clear Run Intermediate, PMSD)	\$20,583.63 (Cluster 7, Step 1 - BS/BA)	September 13, 2016
26	Nikki Bradford	Full-time TPE Teacher (ES, Easton Middle, EASD)	\$48,856 (Step 1 - BS/BA)	September 19, 2016
27	Rachael Compos	Full-time Associate Teacher (MDS, Clearview Elementary, BASD)	\$16,583.63 (Cluster 7, Step 1 - HS/HQ)	September 12, 2016
28	Kristie Connell	Full-time Associate Teacher (AS, Nazareth Intermediate, NASD)	\$20,583.63 (Cluster 7, Step 1 - BS/BA)	August 30, 2016
29	Brenna Courtright	Full-time Mental Health Worker (TES, JT Lambert Intermediate, ESASD)	\$26,503 (Step 1 - BS/BA)	September 8, 2016
30	Michala Fish	Full-time Associate Teacher (AS, Swiftwater Intermediate, PMSD)	\$18,083.63 (Cluster 7, Step 1 - HS48/AS)	September 27, 2016
31	Danielle Gyuricza	Long-term Substitute Speech Therapist (EI, Colonial Early Learning Center, located in BASD)	\$50,985 (Step 1 - M)	September 26, 2016
32	Kristen Lilly	Full-time TPE Teacher (EI, Colonial Early Learning Center, located in BASD)	\$48,856 (Step 1 - BS/BA)	September 12, 2016
33	Jessica Mowrey	Long-term Substitute Teacher (AS, Forks Elementary, EASD)	\$48,856 (Step 1 - BS/BA)	September 19, 2016
34	Ryan Pysher	Full-time Mental Health Worker (ES, Colonial Academy, following PAASD calendar)	\$26,503 (Step 1 - BS/BA)	September 26, 2016
35	Barbara Rutzler	Full-time TPE Teacher (AS, Colonial Academy, following PAASD calendar)	\$48,856 (Step 1 - BS/BA)	October 4, 2016
36	Joseph Seremula	Full-time Mental Health Worker (TES, Chipperfield Elementary, SASD)	\$27,019 (Step 1 - B15)	September 26, 2016 (PRC)

E. SUPPLEMENTAL AGREEMENTS TO CURRENT POSITIONS:

It is recommended the Board approve the following Supplemental Agreements to Current Positions:

	<u>Name</u>	<u>Rate</u>	<u>Service</u>	<u>Effective Dates</u>
1	Courtney Fenner (TaC Staff)	Not to exceed \$500	Mentoring of a new professional (Raquel Burns)	September 12, 2016 - September 11, 2017
2	Elizabeth Kantzaridis (Program Specialist)	Not to exceed \$500	Mentoring of a new professional (April Chalfant)	August 18, 2016 – August 17, 2017
3	Marlene Ruscigno (Job Coach)	Not to exceed \$1,000	To administer emergency medical treatment (Diastat) as needed for a student.	August 29, 2016 - June 30, 2017
4	Gayle Chiavaroli (AT)			
5	Mary Schmidt (Teacher)			

ADDENDUM – ADD

6	Erika Condomitti (Teacher)	Contractual 2016-17 Homebound Rate, not to exceed 5 hours	To provide instruction in the Home	September 19, 2016
7	Thomas Ede (Teacher)	Not to exceed \$500	Mentoring of a new professional (Nikki Bradford)	September 19, 2016 - September 18, 2017
8	Danielle Enriquez (AT)	Contractual hourly rate. Not to exceed 12 hours per week	To provide extra help for after school extra curricular activities for a LSS student at ESASD request	September 26, 2016 - June 9, 2017
9	Angela Liberto (Teacher)	Not to exceed \$500	Mentoring of a new professional (Barbara Rutzler)	October 4, 2016 - October 3, 2016
10	Jane Schrack (Contracted Employee)	Not to exceed \$45.00	To provide Diastat Training to IU Employees in the LSS program	September 13, 2016

F. CONTRACTS FOR PAYMENT

It is recommended the Board approve the following Contracts for Payment 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:

<u>Attachment</u>	<u>Name</u>	<u>Service</u>	<u>Rate</u>	<u>Effective Dates</u>
F.1	Michelle Arnold	Will present a professional development session, “Effective Instructional Techniques to Benefit All Learners, Especially Those Who Experience Difficulties in Mathematics” during the CIU20 Math Symposium	Not to exceed \$500	October 25, 2016
F.2	Center for Humanistic Change	Will present four breakout sessions during the District Wide In-Service	\$1,188, plus expenses. Not to exceed \$1,560	October 10, 2016
Mr. Habrial voted “No”				
F.3	Dr. Minyi Dennis	Will present a professional development session, “Using Model-Drawing Strategy to Solve Fraction Word Problems” during the CIU20 Math Symposium	Not to exceed \$500	October 25, 2016

F.4	East Stroudsburg University Lehigh Valley Center	Amendment: To provide space for a 4-part training series for CIU20 counselors, originally approved on August 24, 2016 is amended as follows: Amend the contract to include an additional \$320. This contract shall not exceed \$960		
F.5	East Stroudsburg University Student Activity Association, Inc., Stony Acres	Stony Acres will provide their facility to the students from the Resolve Program. Students will experience elements of a high and low ropes course.	\$275/day, for 4 days. Not to exceed \$1,100	October 1, 2016 - June 30, 2017
F.6	Freddie Frederick, Sr.	Freddie Frederick, Sr. will provide DJ services for three dances at the Colonial Academy during the 2016-2017 school year	Not to exceed \$1,025	October 20, 2016 - May 5, 2017
F.7	Language and Cognition Resources	Dr. Persida Himmel will present a workshop, "Four Things Every Teacher Should Know About English Language Learners"	\$3,500, plus expenses. Not to exceed \$3,600.44	November 9, 2016
Mr. Habrial voted "No"				
F.8	Lehigh University	Will conduct a summit, "Teaching, Learning & Technology Summit"	Not to exceed \$5,000	October 15, 2016
F.9	North Star Adventure at Dutch Springs	Will allow students in the Resolve programs to experience a Low Elements, High Elements and Sky Challenge courses	\$400/day, for 4 days. Not to exceed \$1,600	October 1, 2016 - June 30, 2017
F.10	North Summit Climbing Gym	Students of the PHP, ES, LSS and Alt. Ed. Programs will be given the opportunity to participate in indoor rock climbing	As outlined in contract. Not to exceed \$7,000	October 1, 2016 - June 30, 2017
F.11	RCN Business Services	Will provide dedicated internet service to our member districts	As outlined in contract. Not to exceed \$30,000	October 1, 2016 - June 30, 2017
F.12	Dr. Paul Riccomini	Will present a Keynote address and three breakout sessions as outlined in contract	Not to exceed \$3,500	October 25, 2016
F.13	Therapy Source, Inc.	Amendment: to provide Certified Occupational Therapy Assistant Services to school aged students, originally approved on June 24, 2015; amended on March 23, 2016; amended on August 24, 2016 is amended as follows: Amend the contract to include an additional \$735. This contract shall not exceed \$70,734.09		
F.14	Touchstone Theatre	Will provide Building Bridges to the High School and Middle School students of the Resolve Behavioral Health Services Programs	\$275/session, for 36 sessions. Not to exceed \$9,900	October 1, 2016 - June 30, 2017
F.15	Dr. Chalton Wolfgang	Will present two breakout sessions, "The Intersection of STEM and Gifted Education" at the Annual IU Wide In-Service Day	\$425, plus expenses. Not to exceed \$600	October 10, 2016
F.16	Joseph Yanek	Will present a professional development session, "It All "Centers" Around Instruction! A Framework for Increasing Student Mathematical Achievement" during the CIU20 Math Symposium	Not to exceed \$500	October 25, 2016

ADDENDUM - ADD

F.17	Hobsons, Inc.	Amendment: to provide a one day workshop on the overview of the college application process and how it's managed in Naviance, originally approved on June 22, 2016, is amended as follows: Amend the contract to include an additional \$143.78. Contract shall not exceed \$2,573.78		
F.18	Ruth Miller	Will provide sign language interpreting services for a child being evaluated for Early Intervention Services	\$65/hour, for 10 hours. Not to exceed \$650	September 13, 2016 - June 30, 2017

F.19	School Operation Services Group, Inc.	Will provide up to five Partial Hospitalization Program Teachers, Associate Teachers, Mental Health Workers and Mental Health Treatment Specialists Substitutes per day	\$140/substitute, per day. Not to exceed \$126,000	2016-2017 School Year
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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	ARC of Warren County	CIU20 will assist ARC of Warren County with the Intensive Home Services Program	Rates as outlined. Total of contract is based on hours requested	August 5, 2016 - June 30, 2017
G.2	Bangor Area SD	CIU20 will administrate instructional services in accordance with the Title I program at nonpublic schools	Not to exceed \$5,704.08	2016-2017 school year
G.3	Capital Area IU15	CIU20 will provide funding for an Instructional Coach Mentor as part of the PA Institute of Instructional Coaching (PIIC) and services as outlined	\$500/day, for 70 days, plus travel. Not to exceed \$26,700 \$36,700	July 1, 2016 - June 30, 2017
G.4	Easton Area SD	CIU20 will administrate instructional services in accordance with the Title I program at nonpublic schools. CIU20 will also provide Parent Involvement Opportunities for parents of Title I students.	Not to exceed \$9,820.04	2016-2017 school year
G.5	Nazareth Area SD	CIU20 will administrate instructional services in accordance with the Title I program at nonpublic schools. CIU20 will also provide Professional Development for teachers and Parent Involvement Opportunities for parents of Title I students.	Not to exceed \$3,532.59	2016-2017 school year
G.6	Pen Argyl Area SD	CIU20 will administrate instructional services in accordance with the Title I program at nonpublic schools. CIU20 will also provide Parent Involvement Opportunities for parents of Title I students.	Not to exceed \$7,812.33	2016-2017 school year
G.7	Stroudsburg Area SD	CIU20 will administrate instructional services in accordance with the Title I program at nonpublic schools. CIU20 will also provide Parent Involvement Opportunities for parents of Title I students.	Not to exceed \$7,737	2016-2017 school year

ADDENDUM-ADD

G.8	Parkland School District	CIU20 will assist in the transportation of students to Western PA School for the Deaf	\$44,000 divided equally among the total number of students transported. Not to exceed \$44,000	August 24, 2016 - June 30, 2017
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H. SUBSTITUTE LISTS

It is recommended the Board approve placement of the following individuals on the Substitute Lists indicated as per the effective dates as noted:

1. Substitute Teachers

Brianna Perreca	August 29, 2016		
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2. Substitute Associate Teachers

Brianna Perreca	August 29, 2016		
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ADDENDUM-ADD

Lisa Ardizzone	September 19, 2016	Sara Wheatley-Kucsan	September 19, 2016
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3. Substitute Transportation

None at this time			
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4. Substitute Mental Health Treatment Specialists

None at this time			
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5. Substitute Custodian

None at this time			
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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:

a. Behavior Specialist/Consultant – Master’s

None at this time	
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b. Mobile Therapist

None at this time	
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c. Therapeutic Staff Support

None at this time	
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d. Therapeutic Staff Support Aide

None at this time	
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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:

ADDENDUM-ADD

Nikida Allen – August 31, 2016	Edgardo DeJesus - August 31, 2016
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Valerie Peterson – September 14, 2016	
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K. INTENSIVE IN-HOME SERVICES

It is recommended the following individuals be placed on the Intensive In-Home Services List in the areas and on the effective dates listed:

a. Behavior Analyst

None at this time	
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a. Behavioral Technician

None at this time	
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15. NEW BUSINESS –

- On motion by Mr. Butz, seconded by Mr. Huffman and unanimously passed by voice vote, the Board approved the following:

Approval – Salary Increase for the Executive Director for 2016-2017

It is recommended that Dr. Charlene Brennan, Executive Director, receive a 2.5% increase for 2016-2017, for a base salary of \$177,735, effective July 1, 2016.

16. COMMENTS FROM VISITORS (Courtesy of the Floor) –

- Mrs. Roe Paolucci thanked Mr. Clarke for questioning if there was an affiliation between the number of Associate Teacher resignations and salary. She stated that many work 2 or more jobs. She doesn't feel the community realizes how hard they work and looks forward to future discussion.
- Mr. Butz thanked Dr. Brennan for the new color copies of The Twenty. Dr. Brennan mentioned that it is inexpensive with the new copier. She also said they can be used as part of the IU20 report for the home districts.
- Mrs. Wood asked how the internship at Kalahari Resort is going. Mrs. Bartek answered that it was great. There are 12 student (Pocono Mountain, Stroudsburg, East Stroudsburg and Nazareth) fulfilling internships in various capacities such as spa attendant, retail, maintenance, hospitality, clerical. It has been a very positive experience this far.
- Mrs. Paolucci also thanked Dr. Brennan for continued positive communications between the association and administration.

17. MOTION TO ADJOURN - There being no further business, the meeting adjourned at 8:18 p.m. on motion by Mr. Clarke and seconded by Mrs. Miller.

The next meeting of the Colonial Intermediate Unit 20 Board of Directors is scheduled for Wednesday, October 26, 2016, beginning at 7:30 p.m.

Respectfully Submitted,
Dawn M. Hales, Secretary to the Board