

*Official Proceedings of the  
Montgomery County Intermediate Unit  
Board of Directors Meeting  
January 23, 2019*

The regular meeting of the Montgomery County Intermediate Unit Board of Directors was held on Wednesday, January 23, 2019, in the Montgomery County Intermediate Unit Main Office Building, 2 West Lafayette Street, Norristown, Pennsylvania.

President Maura Buri called the meeting to order at 7:52 p.m. Following the pledge of allegiance, Virginia Pollard, Board Secretary, called the roll. Attendance was as follows:

Intermediate Unit Board: Joseph Antonio; Maura Buri; Thomas DiBello; Bill England; Leslie Finegold; Dr. Gene Halus; Tameata Jordan; Judith Maginnis; Janice Pearce; Virginia Pollard; Juliane Ramić; Michael Ryan; Dr. Joan Ryder Ludwig; Donna Scheuren; Philip Schwarz; Joshua Stein and Jennifer Wilson.

Absent: Yuri Khalif; Robert Lindgren; Kimberly Stillwell and Patrick Wicks.

Intermediate Unit: Dr. John J. George; Dr. Bradley C. Landis; Dr. Holly Acosta; Rebecca Fogle; Dr. Donna Gaffney; Jack Hurd; Gail Kennedy; Dr. Brittany Lourea-Waddell; Valentina Viletto, Esq.; Stan Wisler; and Mary Dougherty.

Solicitor: Jeffrey T. Sultanik, Esq.

Guests: Jonathan Alessi; Tom Calvario; Dan Currie; Sandy Edling; Kendall Glouner; Melissa Helfant; Hannah Messner; Lorinda Moyer; Dr. Natalie Sokol; and Dr. Michael Webb.

**I. Call to Order**

- A. Following the pledge of allegiance and roll call, President Buri noted that there was an executive session prior to the start of the Board meeting to discuss legal and contractual issues.
- B. President Buri noted the following update to the agenda: Item IX.E.7. – the dates are corrected to reflect the following – period of February 1, 2019 to February 1, 2020.
- C. President Buri asked if anyone present would like to address the Board. No one desired to speak.

**II. Communications**

- A. Negotiations Committee - President Buri appointed the following MCIU board members to serve on the Negotiations Committee: Maura Buri; Leslie Finegold; Bill England; and Virginia Pollard.

**III. Approval of Minutes**

- A. Meeting of Wednesday, November 14, 2018

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**It was moved by DiBello, seconded by Finegold, that the Intermediate Unit Board approve the minutes of the November 14, 2018 meeting. Motion carried; all ayes. (Attachment III.A.)**

**IV. Approval/Ratification MCIU Bills**  
*(Detailed list of bills are available)*

ITEM	PAGES	AMOUNT
October, 2018	1-4	\$ 4,271,275.12
November, 2018	5-13	\$ 8,096,503.08
December, 2018	14-20	\$10,831,408.63
January, 2019	21	\$ 141,550.26
<b>TOTAL</b>		<u><u>\$23,340,737.09</u></u>

**V. COMBINED FINANCIAL REPORT – OCTOBER 2018**

Beginning Intermediate Unit Funds		\$ 46,432,897.86
Other Adjustment		\$ 2,000.00
Receipts:		
Revenue Received	\$ 14,420,552.90	
Total Receipts		<u>\$ 14,420,552.90</u>
Total Receipts Plus Beginning Cash Balance		\$ 60,855,450.76
Less: Disbursements – October 2018 Checks		<u>\$ (7,383,536.55)</u>
Ending Intermediate Unit Funds per Books		<u><u>\$ 53,471,914.21</u></u>

**CASH ANALYSIS – OCTOBER 2018**

Money Market Accounts:		
Citizens Bank Food Service	\$ 26,733.50	
PLGIT	\$ 2,078,662.24	
PSDLAF	\$ 11,560,318.34	
TD Bank	\$ 916,564.86	
Total Interest Bearing Accounts		<u>\$ 14,582,278.94</u>
Disbursement in Transit		\$ -
Deposit in Transit		\$ (85,135.26)
Disbursement Accounts – Outstanding Checks		\$ (81,854.83)
Investments		\$ 39,056,625.36
Cash Balance Per Bank		<u><u>\$ 53,471,914.21</u></u>

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**COMBINED FINANCIAL REPORT – NOVEMBER 2018**

Beginning Intermediate Unit Funds		\$	53,471,914.21
Other Adjustment		\$	3,312.50
Receipts:			
Revenue Received	\$	<u>11,006,213.95</u>	
Total Receipts		\$	<u>11,006,213.95</u>
Total Receipts Plus Beginning Cash Balance		\$	64,481,440.66
Less: Disbursements – November 2018 Checks		\$	<u>(8,104,771.30)</u>
Ending Intermediate Unit Funds per Books		\$	<u><u>56,376,669.36</u></u>

**CASH ANALYSIS – NOVEMBER 2018**

Money Market Accounts:			
Citizens Bank Food Service	\$	26,728.50	
PLGIT	\$	101,548.59	
PSDLAF	\$	14,499,074.27	
TD Bank	\$	<u>890,405.23</u>	
Total Interest Bearing Accounts		\$	<u>15,517,756.59</u>
Disbursement in Transit	\$	-	
Deposit in Transit	\$	3,949,936.60	
Disbursement Accounts – Outstanding Checks	\$	(143,839.02)	
Investments	\$	37,052,815.19	
Cash Balance Per Bank		\$	<u><u>56,376,669.36</u></u>

**COMBINED FINANCIAL REPORT – DECEMBER 2018**

Beginning Intermediate Unit Funds		\$	56,376,669.36
Other Adjustment		\$	6,868.98
Receipts:			
Revenue Received	\$	<u>15,284,859.09</u>	
Total Receipts		\$	<u>15,284,859.09</u>
Total Receipts Plus Beginning Cash Balance		\$	71,668,397.43
Less: Disbursements – December 2018 Checks		\$	<u>(10,858,469.71)</u>
Ending Intermediate Unit Funds per Books		\$	<u><u>60,809,927.72</u></u>

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**CASH ANALYSIS – DECEMBER 2018**

Money Market Accounts:	
Citizens Bank Food Service	\$ 26,728.50
PLGIT	\$ 101,727.94
PSDLAF	\$ 19,072,156.73
TD Bank	<u>\$ 864,248.86</u>
Total Interest Bearing Accounts	<u>\$ 20,064,862.03</u>
Disbursement in Transit	\$ -
Deposit in Transit	\$ 7,721.53
Disbursement Accounts – Outstanding Checks	\$ (304,228.55)
Investments	\$ 41,041,572.71
Cash Balance Per Bank	<u><u>\$ 60,809,927.72</u></u>

**VI. INVESTMENT OF FUNDS – OCTOBER 2018**

Beginning Balance	\$ 39,045,244.37
Purchases	\$ 11,380.99
Redemptions	
Ending Balance	<u><u>\$ 39,056,625.36</u></u>

Interest earned on investments is as follows:

**INTEREST EARNED – OCTOBER 2018**

Bank Account	Bank Account	
	Interest	CD Interest
PLGIT	\$ 3,377.07	\$ 11,380.99
TD BANK	\$ 700.07	\$ -
PSDLAF	\$ 19,014.55	\$ 61,320.82
TOTAL	<u>\$ 23,091.69</u>	<u>\$ 72,701.81</u>

**INVESTMENT OF FUNDS – NOVEMBER 2018**

Beginning Balance	\$ 39,056,625.36
Purchases	\$ 2,003,810.17
Redemptions	
Ending Balance	<u><u>\$ 41,060,435.53</u></u>

Interest earned on investments is as follows:

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**INTEREST EARNED – NOVEMBER 2018**

Bank Account	<b>Bank Account</b>	
	<b>Interest</b>	<b>CD Interest</b>
PLGIT	\$ 1,548.59	\$ -
TD BANK	\$ 658.17	\$ -
PSDLAF	\$ 18,675.97	\$ 64,824.25
<b>TOTAL</b>	<b>\$ 20,882.73</b>	<b>\$ 64,824.25</b>

**INVESTMENT OF FUNDS – DECEMBER 2018**

Beginning Balance	\$ 41,060,435.53
Purchases	
Redemptions	\$ (18,862.82)
Ending Balance	<u>\$ 41,041,572.71</u>

Interest earned on investments is as follows:

**INTEREST EARNED – DECEMBER 2018**

Bank Account	<b>Bank Account</b>	
	<b>Interest</b>	<b>CD Interest</b>
PLGIT	\$ 19,042.17	\$ -
TD BANK	\$ 661.43	\$ -
PSDLAF	\$ 22,823.80	\$ 68,037.35
<b>TOTAL</b>	<b>\$ 42,527.40</b>	<b>\$ 68,037.35</b>

**VII. Budgets**

**A. New and Proposed Budgets**

*No items to consider.*

**B. Initial Budgets**

**1. District Membership Services Budget**

Office of Business Services

7/1/2019 – 6/30/2020

**\$ 1,800,236**

The administration requests approval of the 2019/2020 District Membership Services Budget in the amount of \$1,800,236.00. This budget represents the cost of providing membership services to the Montgomery County School Districts from the Office of Professional Learning, the Office of Community and Government Relations, and the Office of Technology Services. The majority of this budget is funded from the district contribution that is charged to each district. The contribution amount is calculated using enrollment and wealth factor data. The total contribution amount for 2019/2020 represents no increase over the 2018/2019 contribution amount. The estimated contribution amount for each individual district is included in the attachment.

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- 2. Montgomery County Intermediate Unit 2019/2020 Facilities Budget**  
Office of Business Services  
7/1/2019 – 6/30/2020 **\$ 3,033,019**  
The Administration requests approval of the 2019/2020 Facilities Budget in the amount of \$3,033,019.00. This budget represents the cost to operate the MCIU’s main office building and the Early Learning Academy facility. The total budget represents a decrease of \$206,928.00 over last year’s budget. A summary budget is attached.
- 3. Montgomery County Intermediate Unit School Climate Regional Coordinators Grant**  
Office of Professional Learning  
10/1/2018 – 9/30/2019 **\$ 8,637**  
The administration requests approval of the 2018/2019 School Climate Regional Coordinators Grant in the amount of \$8,637.00. These funds support the work done by the Office of Professional Learning in support of this PDE Statewide System of Support Initiative. A summary budget is attached.
- 4. Montgomery County Intermediate Unit Support for Effective Standards Based Instruction State Grant**  
Office of Professional Learning  
10/1/2018 – 9/30/2019 **\$ 48,100**  
The Administration requests approval of the 2018/2019 Effective Standards Based Instruction State Grant in the amount of \$48,100.00. These funds support the work done by the Office of Professional Learning in support of the PDE Statewide System of Support Initiative. Budget detail is attached.
- 5. Montgomery County Intermediate Unit Support for Effective Standards Based Instruction Federal Grant**  
Office of Professional Learning  
10/1/2018 – 9/30/2019 **\$ 15,715**  
The Administration requests approval of the 2018/2019 Effective Standards Based Instruction Federal Grant in the amount of \$15,715.00. These funds support the work done by the Office of Professional Learning in support of the PDE Statewide System of Support Initiative. Budget detail is attached.
- 6. Montgomery County Intermediate Unit Safe Schools Grant**  
Office of Community & Government Relations  
10/1/2018 – 9/30/2019 **\$ 15,227**  
The administration requests approval of the 2018/2019 Safe Schools Grant in the amount of \$15,227.00. These funds support the work done in collaboration between the MCIU and Montgomery County School Safety Coordinator in support of this PDE Statewide System of Support Initiative. A summary budget is attached.

**C. Changes to Initial Budgets**

**1. Montgomery County Intermediate Unit 2018/2019 Pre-K Counts  
Budget Revision**

Office of Student Services  
2018/2019

**\$ 1,503,620**

The administration requests approval of the revised 2018/2019 Pre-K Counts Grant Budget in the amount of \$1,503,620.00. A summary budget is attached.

**D. Budgetary Transfers**

*No items to consider.*

**It was moved by DiBello, seconded by Ramić, that the Intermediate Unit Board approve/ratify the payment of MCIU Bills; accept the Combined Financial Reports for October, November and December 2018; approve/ratify the Investment of Funds as noted for October, November and December 2018; approve the Initial Budgets, VII.B. and Changes to Initial Budgets, VII.C. Motion carried; all ayes. (Attachments IV., VII.B.1.2.3.4.5.6. and VII.C.1.)**

**VIII. PERSONNEL MATTERS**

— MR. JACK HURD, DIRECTOR

**A. General**

*No items to consider.*

**B. Conference Requests**

1. To approve eleven (11) out of state conference requests.

**C. Employment – Ratifications**

**1. Professional Staff**

- a. Kimberly Bollard – Long Term Substitute Teacher, Autistic Support  
Recommended Annual Salary - \$47,353 (B Step 0) prorated  
Effective Date – December 17, 2018  
*Replacement*
- b. Grace Cochrane – Physical Therapist/Evaluator  
Recommended Annual Salary - \$65,488 (M+60 Step 0) prorated  
Effective Date - January 15, 2019  
*Additional Staff Need*
- c. Kyra Marks – Case Manager  
Recommended Annual Salary – \$76,617 (M Step 9) prorated  
Effective Date – January 7, 2019  
*Replacement*
- d. Kristen Piazza – Hearing Support Teacher  
Recommended Annual Salary - \$59,490 (M Step 1) prorated  
Effective Date – January 22, 2019  
*Replacement*

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- e. Lindsey Spangler – Case Manager  
Recommended Annual Salary - \$67,550 (M Step 5) prorated  
Effective Date – January 14, 2019  
*Replacement*
- f. Melissa Swain – Occupational Therapist  
Recommended Annual Salary - \$69,565 (M Step 6) prorated  
Effective Date – January 7, 2019  
*Replacement*
- g. Jay Tarnoff – School Psychologist  
Recommended Annual Salary - \$77,108 (M+60 Step 5) prorated  
Effective Date – December 3, 2018  
*Replacement*
- h. Kelly Urban – Long Term Substitute Speech & Language Pathologist  
Recommended Annual Salary - \$56,420 (M Step 0) prorated  
Effective Date – January 7, 2019  
*Replacement*
- 2. Support Staff
  - a. Kristen Barrett – Health & Nutrition Coordinator  
Recommended Annual Salary - \$55,300 (CTC2) prorated  
Effective Date – January 7, 2019  
*Replacement*
  - b. Lisa Cullen – Secretary  
Recommended Annual Salary - \$52,000 (SS1) prorated  
Effective Date – December 10, 2018  
*Replacement*
  - c. Allison Foltz – Job Coach  
Recommended Annual Salary - \$19,691 prorated  
Effective Date – November 19, 2018  
*Replacement*
  - d. Terra Garcia – Assistant Teacher  
Recommended Annual Salary - \$25,096 prorated  
Effective Date – December 3, 2018  
*Additional Staff Need*
  - e. Laura Hovis – Job Coach  
Recommended Annual Salary - \$25,096 prorated  
Effective Date – December 17, 2018  
*Replacement*



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- f. John Hulik – Assistant Teacher  
Recommended Annual Salary - \$21,117 prorated  
Effective Date – November 26, 2018  
*Additional Staff Need*
  
- g. Najeeah Jackson – Assistant Teacher  
Recommended Annual Salary - \$22,651 prorated  
Effective Date – December 17, 2018  
*Additional Staff Need*
  
- h. Regine Jennings – Assistant Teacher  
Recommended Annual Salary - \$25,096 prorated  
Effective Date – December 3, 2018  
*Additional Staff Need*
  
- i. Adam Kaczor – Network & Security Administrator  
Recommended Annual Salary - \$68,500 (CTC1) prorated  
Effective Date – January 9, 2019  
*Replacement*
  
- j. Cherrita Lusane – Job Coach  
Recommended Annual Salary - \$22,651 prorated  
Effective Date – December 3, 2018  
*Replacement*
  
- k. Samantha McAleer – Assistant Teacher  
Recommended Annual Salary - \$25,096 prorated  
Effective Date – December 17, 2018  
*Additional Staff Need*
  
- l. Yolanda McDermott – Secretary  
Recommended Annual Salary - \$43,000 (SS2) prorated  
Effective Date - January 7, 2019  
*Replacement*
  
- m. Sherie Perkins – Secretary  
Recommended Annual Salary - \$43,000 (SS2) prorated  
Effective Date – January 22, 2019  
*Additional Staff Need*
  
- n. Brenda Smith – Medical Billing Clerk  
Recommended Annual Salary - \$36,800 (SS2) prorated  
Effective Date – December 11, 2018  
*Additional Staff Need*

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- o. Tara Wilson – Assistant Teacher  
Recommended Annual Salary - \$16,690 prorated  
Effective Date – January 22, 2019  
*Replacement*
  - 3. Head Start
    - a. Program Aides
      - 1) Senta Griffin – Program Aide, Head Start  
Recommended Annual Salary - \$7,757 (prorated)  
Effective Date – January 14, 2019  
*Additional Staff Need*
  - 4. Pre-K Counts
    - a. Assistant Teaching Staff
      - 1) Wendy Sanchez – Assistant Teacher  
Recommended Annual Salary - \$17,776 prorated  
Effective Date – January 22, 2019  
*Replacement*
      - 2) Claudia Zuniga – Assistant Teacher  
Recommended Annual Salary - \$16,690 prorated  
Effective Date – January 22, 2019  
*Replacement*
    - b. Program Aides
      - 1) Allyson Chesko – Program Aide, Pre-K Counts  
Recommended Annual Salary - \$6,494 prorated  
Effective Date – January 2, 2019  
*Replacement*
- D. Change of Status – Ratifications**
- 1. Professional Staff
    - a. Patricia Bradley – Teacher, Early Intervention  
Change Recommended Annual Salary to \$57,307 (B+24 Step 5) prorated  
Effective Date – January 2, 2019  
*Educational Attainment*
    - b. Gia Domanico – Teacher, Early Intervention  
Change Recommended Annual Salary to \$66,087 (M+20 Step 2.5) prorated  
Effective Date – October 30, 2018  
*Educational Attainment*
    - c. Lindsey Lichtenstein – Speech & Language Pathologist  
Change Recommended Annual Salary to \$67,094 (M+20 Step 3) prorated  
Effective Date – November 26, 2018  
*Educational Attainment*

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- d. Rebecca McQuoid - Teacher, MDS  
Change Recommended Annual Salary to \$83,214 (M+20 Step 10) prorated  
Effective Date – November 6, 2018  
*Educational Attainment*
- e. Brianna Nelms - Speech & Language Pathologist  
Change Recommended Annual Salary to \$69,109 (M+20 Step 4) prorated  
Effective Date – November 29, 2018  
*Educational Attainment*
- f. Victoria Rodriguez  
Change from Long Term Substitute Speech & Language Pathologist to Speech &  
Language Pathologist  
Recommended Annual Salary - \$65,488 (M+60 Step 0) prorated  
Effective Date – January 7, 2019  
*Replacement*

2. Head Start

- a. Educational Coach
  - 1) Jennifer LaPorte  
Change from Interim Educational Supervisor, Head Start to Educational Coach  
Recommended Annual Salary - \$35,720 prorated  
Effective Date – November 12, 2018  
*New Position*
- b. Assistant Teaching Staff
  - 1) Benjamin Miller  
Change from Program Aide to Assistant Teacher, Head Start  
Recommended Annual Salary - \$18,457 prorated  
Effective Date – January 2, 2019  
*Replacement*

**E. Additions to 2018-2019 Approved Substitute Lists – Ratifications**

Assistant Teaching Staff

Janet Osterling – January 4, 2019  
Pamela Williams – January 14, 2019

**F. Remove from 2018-2019 Approved Substitute Lists**

Assistant Teaching Staff

Emily Castillo – Effective Date - November 19, 2018  
Krista Chiccarine – Effective Date – November 19, 2018  
Lauren Machita – Effective Date – November 19, 2018  
Brittany Murphy – Effective Date – November 19, 2018  
Bridget Petrowski – Effective Date – November 19, 2018  
Jeanette Soriano – Effective Date – November 19, 2018

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**G. Employment – Approvals**

1. Professional Staff
  - a. Lindsay Fedorowicz – Speech & Language Pathologist/Evaluator  
Recommended Annual Salary - \$70,303 (M+30 Step 3) prorated  
Effective Date – February 11, 2019  
*Replacement*
  - b. David Newdeck – Instructional Coach  
Recommended Annual Salary - \$89,446 (M+30 Step 11) prorated  
Effective Date – February 6, 2019  
*New Position*
  - c. Meghan Waibel – Teacher, Multiple Disabilities Support  
Recommended Annual Salary - \$80,378 (M+30 Step 8) prorated  
Effective Date – February 7, 2019  
*Replacement*
2. Support Staff
  - a. Assistant Teaching Staff – Ancillary
    - 1) Samantha Farlow – Assistant Teacher  
Recommended Annual Salary - \$26,454 prorated  
Effective Date – January 23, 2019  
*Replacement*
3. Pre-K Counts
  - a. Assistant Teaching Staff
    - 1) Kathleen Lordi – Assistant Teacher, Pre-K Counts  
Recommended Salary - \$16,690 prorated  
Effective Date – January 28, 2019  
*Replacement*

**H. Change of Status - Approvals**

*No items to consider.*

**I. Additions to 2018-2019 Approved Substitute Lists**

*No items to consider.*

**J. Leave of Absence Requests**

*No items to consider.*

**K. Return from Leave of Absence Requests**

**Support Staff**

Personal Leave (FMLA with benefits)

Dawn Leis – Transition Coordinator

Effective – January 2, 2019

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**Head Start**

**Educational Supervisor**

Personal Leave – (FMLA with benefits)

Jennifer Lowe – Educational Supervisor

Effective Date – November 12, 2018

**L. Retirements**

1. Administrative Staff
  - a. Stan Wisler – Chief Financial Officer  
Effective Date – June 30, 2019

**M. Resignations**

1. Professional Staff
  - a. Sue Ann Houser – Educational Consultant  
Effective Date – January 4, 2019  
*Other Employment*
2. Head Start
  - a. Teaching Staff
    - 1) Louna Aristilde – Teacher, Head Start  
Effective Date – January 15, 2019  
*Personal*
    - 2) Kelly Heidler – Teacher, Head Start  
Effective Date – January 11, 2019  
*Other Employment*
  - b. Assistant Teaching Staff
    - 1) Jessica Ojeda – Assistant Teacher  
Effective Date – December 21, 2018  
*Other Employment*
    - 2) Frances Robles Fraticelli – Assistant Teacher  
Effective Date – December 21, 2018  
*Personal*
3. Pre-K Counts
  - a. Assistant Teaching Staff
    - 1) Samuel Lee – Assistant Teacher  
Effective Date – December 14, 2018  
*Personal*
    - 2) Atupele Morgan – Assistant Teacher  
Effective Date – November 16, 2018  
*Other Employment*

**N. Terminations**

*No items to consider.*

**O. Other**

1. Montco Works NOW Temporary Employees
  - a. To approve the following temporary employees in our Montco Works NOW program for temporary employment not to exceed the hours and days listed.

<b>Employee</b>	<b>Hourly Rate</b>	<b># of Hours/Day</b>	<b># of Days</b>
Adenike Adeshokan	\$10.00	4	60
Melvin Deloney	\$10.00	7	36
Nicholas Fragale	\$10.00	6	58
Jayden Fuqua	\$10.00	4	60
Quaron Hall	\$10.00	5	47
Lauren Jeffries	\$10.00	4	48
Samir King	\$10.00	6	59
Douglas Mitchell	\$10.00	2.5	22
Shakira Savage	\$10.00	5	36
Rosemaria Tacho	\$10.00	7	36

**It was moved by DiBello, seconded by Halus, that the Intermediate Unit Board approve the Personnel Matters as listed above, VIII.B.C.D.E.F.G.K.L.M.O. Motion carried; all ayes. (Attachment VIII.B.1.)**

**IX. Other Matters for Consideration**

**A. BUSINESS SERVICES**

— MR. STAN WISLER, CFO AND DIRECTOR

GENERAL OPERATIONS

TD Bank Loan for The Anderson School

The Administration recommends acceptance of the 2017/2018 financial statements as audited by Maillie.

TD Bank Loan for the Anderson School – Interest Rate Adjustment

The administration is requesting approval of a resolution to amend the TD Bank Loan agreement and reset the 5 year rate to 3.17%. By approving the resolution, the board will officially reset the rate and amend the loan agreement, consistent with the action taken at the November 14, 2018 MCIU Board meeting. The action taken on November 14 was subject to review by bond counsel and the solicitor. After review, it was determined that a more formal resolution and amendment are required. The action at the November board meeting indicated a rate of 3.25%, but since that time, based on favorable market conditions, TD has agreed to the lower rate of 3.17%.

**B. PENNSYLVANIA TRAINING AND TECHNICAL ASSISTANCE NETWORK (PATTAN)**

— MRS. REBECCA FOGLE, DIRECTOR

EXPENSES

To authorize the appropriate officers to enter into a contract agreement with David Evans, Bridge Communications, to present at the Weekend with the Experts, topic is “ASL Numbering System” on November 17 and 18, 2018 in the amount of \$2,500.00.

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To authorize the appropriate officers to enter into a contract agreement with Chad Chelius, Chelius Graphic Services, to provide document accessibility training for all staff on November 14-15, 2018 in the amount of \$3,190.00.

To authorize the appropriate officers to enter into a contract agreement with Kerry S. Lueders to present at the HELIX Conference on November 12, 2018, the topic is “Functional Vision Assessments: Eligibility and so Much More!” in the amount of \$600.49.

To authorize the appropriate officers to enter into a contract agreement with Tina Hertzog to support the Deaf/Blind Project in the implementation of the statewide professional development, technical assistance and evaluation of activities of the grant. Scope of the work is to include facilitating, creating and maintaining the OHOA modules, participate in intervener training meetings and sessions, prepare materials and present webinars regarding OHOA module work, support Deaf Blind project trainings and provide TA to team/individuals supporting students with deaf-blindness on various dates beginning October 1, 2018 through September 30, 2019 in the amount not to exceed \$25,000.00.

To authorize the appropriate officers to enter into a contract agreement with Tyler Kleinle, TK Videography and Photography, to produce a video series based on the expanded core curriculum (ECC). This series would provide a powerful multimedia overview of the ECC for parents, administrators, IU supervisors, special education teachers and general education teachers and specialists on various dates beginning December 3, 2018 through June 30, 2019 in the amount of \$4,325.00.

To authorize the appropriate officers to enter into contract agreements with the following Intermediate Units (IU), Chartered Approved Private Schools (APS), and Local Education Agencies (LEA) listed below to attend the HELIX Conference. The intention is to support professionals in learning deaf-blind (DB) related content including deaf/hard-of-hearing (DHH) and blind/visually impaired (BVI content to better support learners with sensory impairments.) In order to receive the stipend (\$1,000 person), the organization must commit to sending up to five (5) internal or external professionals on November 1-14, 2018. Attendees must commit to attending at least three days of the conference, a minimum of three BVI/SHH/DB sessions and complete the Act 48 documentation to verify attendance.

• Allentown School District	\$1,000.00
• Berks County Intermediate Unit 14	2,000.00
• BLaST Intermediate Unit 17	5,000.00
• Bucks County Intermediate Unit 22	5,000.00
• Carbon Lehigh Intermediate Unit 21	4,000.00
• Central Intermediate Unit 10	5,000.00
• Chester County Intermediate Unit 24	5,000.00
• Colonial Intermediate Unit 20	5,000.00
• Lancaster-Lebanon Intermediate Unit 13	3,000.00
• Ligonier Valley School District	1,000.00
• Lincoln Intermediate Unit 12	5,000.00
• Mifflin County School District	1,000.00

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• NEIU 19	3,000.00
• Northwest Tri-County Intermediate Unit IV	5,000.00
• Overbrook School for the Blind	5,000.00
• Riverview Intermediate Unit 6	5,000.00
• Seneca Highlands Intermediate Unit 9	1,000.00
• Tuscarora Intermediate Unit	2,000.00
• Williams Valley School District	1,000.00

To authorize the appropriate officers to enter into contract agreements with the following to present at the PDE Conference in March 2019. The presenters, topics, dates, and amounts are listed below:

<b><i>Presenting March 11, 2019</i></b>		
• Nanda Mitra-Itle	“Legal Considerations for Gifted Assessment of Diverse Students” and “MTSS and Gifted: It’s a Beautiful Marriage”	\$ 208.80
• Megan Tschannen-Moran	“Cultivating Trust with Students and Their Parents” and “Fostering a Culture of Collegial Trust” <i>March 11, 2019</i>	4,000.00
• Sharon Plante, The Southport School	‘Educational and Assistive Technologies to Engage Students with Learning Differences’ and “Technol-OGy: Edtech to Enhance Structured Literacy Instruction for Students with Dyslexia”	1,500.00
<b><i>Presenting March 12, 2019</i></b>		
• Linda Farrell, Readsters, Inc.	“Understanding Balance Literacy and Systematic Literacy Instruction and Why It Matters” and “A New, Phonics-Based Method for Teaching High Frequency Words”	2,000.00
• Jeff Remington	“STEM for All! Understanding STEM and Inclusive Engagement to Help All Students Be Future Ready” and “STEM for All! Applying Inclusive STEM Engagement by Creating Toolbox for Implementation”	600.00
• Eric Briggs	“Supporting Students with Mental Health Needs in Rural Pennsylvania”	161.08
• Mark Sundberg	“Establishing Generative Language Learning for Children with Autism” and “The VB-MAPP Milestones Assessment Covers the Language Skills of a Typically Developing Child”	7,007.98



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• Candace Hawkins	“No Matter Who Wins, Everyone Loses: Restoring Relationships after a Dispute”	1,245.00
<b><i>Presenting March 13, 2019</i></b>		
• Pamela Emery	“The Pennsylvania Career Ready Skills: Completing the Pathway to Employability” and “Walking the Walk: Utilizing Social Emotional Learning Skills in Today’s Environment”	140.18
• Lucille Eber	“The Interconnected Systems Framework for Integrating Mental Health within Multi-Tiered Systems of Behavioral Support in Schools” and Building Interventions for Students with Serious Mental Health Challenges via a School-Wide System of PBIS: Layering and Connecting Across the Tiers”	3,160.00
• Sarah Powell	“Effective Word-Problem Instruction for Students with Learning Difficulties” and “Five Essential Components of Effective Mathematics Intervention”	2,953.00

To authorize the appropriate officers to enter into contract agreements with the following intermediate units and districts to provide funding support in year one to assist with costs associated in partition and implement of Path to Graduation (P2G) structure, a three to five year process designed to build LEA’s capacity to increase graduation rates and decrease drop-out rates for students with disabilities, in particular, students identified with emotional behavioral disorders in the middle schools. This will be on various dates beginning July 1, 2018 through June 30, 2019 in the amounts listed below. The IUs/LEAs must attend and participate in project activities as well as submit required data to receive funding.

• ARIN Intermediate Unit 28	\$ 7,000.00
• Avon Grove School District	10,000.00
• Butler Area School District	10,000.00
• Charleroi Area School District	10,000.00

**C. PROFESSIONAL LEARNING**

— DR. DONNA GAFFNEY, DIRECTOR

GENERAL OPERATIONS

To authorize the approval of the Inter-Agency Agreement for Title II-A Professional and/or Staff Development Services between the Montgomery County Intermediate Unit and the private and nonpublic schools in the school districts listed below for the period of July 7, 2018 through September 30, 2021:

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• Lower Moreland Township School District
• North Penn School District
• Pottstown School District
• School District of Springfield Township
• Upper Merion Area School District
• Upper Moreland Township School District
• Upper Perkiomen School District

To authorize the approval of the Memorandum of Understanding for the 2018/2019 MCIU Title III Consortium with the Agora Cyber Charter School for the period of July 7, 2018 through September 30, 2019.

To authorize the approval of the Inter-Agency Agreement for Title IV services between the Montgomery County Intermediate Unit and the districts listed below. The MCIU will provide support to the private/nonpublic school personnel to meet the “equitable share” of Title IV to the schools within the listed districts for the period of July 1, 2018 through September 30, 2021:

• School District of Springfield Township
• Upper Moreland Township School District
• Upper Perkiomen School District

To authorize the approval of the 2018/2019 Memorandum of Understanding between the Montgomery County Intermediate Unit and Arizona State University (ASU) Prep Digital. The purpose of which is to initiate dual enrollment opportunities for all students within the MVP digital learning community.

REVENUE

To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and the School District of Springfield Township to provide a review of their K-12 English Language Development Program for the period of November 2018 through March 2019 in the amount of \$6,000.00.

To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and the School District of the City of York for the MCIU to provide a Wilson® credentialed trainer for WILSON Foundations® Level K training on November 29, 2018 in the amount of \$5,100.00.

To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and the Upper Merion Area School District to assist in facilitating a district level Literacy Leadership team and building level Professional Learning Communities during the 2018/2019 school year in the amount of \$4,800.00.

To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and the Upper Merion Area School District to provide professional development: Elementary Makerspace Lessons for the period of January 28, 2019 through February 8, 2019 in the amount of \$9,000.00.

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To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and the Martin Luther School to provide a Strategic Planning Consultation on November 19, 2018 in the amount of \$600.00.

To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and the Souderton Area School District for the MCIU to provide Effective Mathematics Teaching Practices Labsite Support on January 17, 2019 in the amount of \$600.00.

To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and the Great Valley School District to provide professional development WILSON Foundations® Level K-1 training on January 19, 2019 in the amount of \$4,200.00.

To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and the Methacton School District to provide professional development for the period of November 2018 through February 2019 in the amount \$2,700.00. This is a revision of a previous contract agreement.

To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and the Methacton School District to provide professional development: Building Common Instructional Practices for the period of February 2019 through May 2019 in the amount of \$1,800.00.

EXPENSES

To authorize the appropriate officers to enter into a contract agreement with Corwin, A SAGE Publishing Company, to provide two professional learning workshops to educators in Montgomery County School Districts with John Almarode on August 12, 2019 and November 15, 2019 in the amount of \$11,000.00.

To authorize the appropriate officers to enter into a general consultant agreement with Beth Napolitano, Wilson® Credentialed Trainer, to provide a professional development workshop on WILSON Foundations® Level K training on November 29, 2018 in the amount of \$1,800.00.

To authorize the appropriate officers to enter into a general consultant agreement with Nathan D. Hall to provide an ESL program Course 2: Language Acquisition for COHORT 4 for the period of November 26, 2018 through March 3, 2019 in the amount of \$3,000.00.

To authorize the appropriate officers to enter into a general consultant agreement with Ruth Payne to provide professional development to nonpublic schools, for less than 20 dates to be determined, in an amount not to exceed \$10,000.00.

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**D. EARLY CHILDHOOD SERVICES**  
— DR. HOLLY ACOSTA, DIRECTOR

EXPENSES

To authorize the appropriate officers to approve a Memorandum of Understanding between the Elwyn School and the Montgomery County Intermediate Unit to provide the following IEP Early Intervention services for the period and the amounts listed below:

• EI Speech Therapy – 2-30 minutes/week	October 22, 2018 to June 30, 2019	\$125.00 hr.
• EI Occupational Therapy – 45 min./twice month	October 22, 2018 to June 30, 2019	125.00 hr.
• EI Special Instruction 30 min./week	October 22, 2018 to June 30, 2019	125.00 hr.

To authorize the appropriate officers to approve a service agreement between the Bucks County Intermediate Unit and the Montgomery County Intermediate Unit to provide the following Early Intervention Services beginning July 1, 2018 through June 30, 2019 in the amounts listed below:

• Special Instruction – Group – 30 min. once per week	July 1, 2018 through June 30, 2019	\$186.00 hr.
• Speech Group – 2/45 min. every week	July 1, 2018 through June 30, 2019	77.00 hr.
• EI Itinerant Teacher – 30 min./every other week	November 5, 2018 to June 30, 2019	186.00 hr.
• EI Speech Therapy – Group 30 min./week	November 5, 2018 to June 30, 2019	77.00 hr.

To authorize the appropriate officers to enter into consultant contracts for early intervention provider services between the Montgomery County Intermediate Unit and the providers listed below along with their dates of service, services provided and rates.

• Noreen Geibel <i>November 1, 2018 to June 30, 2019</i>	Physical Therapy; Physical Therapy – Age of Beginner; Physical Therapy Evaluations (3 hr. allotment)	\$85-\$270 hr.
• Speech Success Academy <i>November 26, 2018 to June 30, 2019</i>	Speech and Language Early Learning Groups; Speech; Speech Age of Beginner	\$70-\$120 hr.

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**E. STUDENT SERVICES**

— DR. BRITTANY LOUREA-WADDELL, DIRECTOR

REVENUE

To authorize the appropriate officers to accept Title I funds from the Methacton School District to operate their Title I reading and/or math programs for students in nonpublic schools for the 2018/2019 school year for the preliminary amount of \$7,490.00.

To authorize the appropriate officers to accept Title I-Part A funds for the 2018/2019 school year between the Carson Valley Children's Aid (neglected/delinquent intuition) and the Montgomery County Intermediate Unit in the amount of \$3,772.00.

To authorize the appropriate officers to accept Title I-Part D funds for the 2018/2019 school year between the Saint Gabriel's Hall (neglected/delinquent intuition) and the Montgomery County Intermediate Unit in the amount of \$350,724.00.

To authorize the appropriate officers to enter into an intergovernmental contract agreement between the Montgomery County Intermediate and the districts listed below to provide shared special education services. Final billing will be based on actual services provided to the districts:

- Brandywine Heights Area School District
- Penn-Delco School District

EXPENSES

To authorize the appropriate officers to enter into a contract agreement with Katherine Dahlsgaard to present a workshop on Childhood Anxiety on April 8, 2019 in the amount of \$2,400.00.

To authorize the appropriate officers to enter into a contract agreement with the Center for Loss and Bereavement to present a three-hour grief training, After a Death in Your School Community, on December 17, 2018 in the amount of \$400.00.

To authorize the appropriate officers to enter into a contract agreement with Relias LLC to provide professional development in Applied Behavior Analysis and Autism; and Behavioral Health to employees for the period of February 1, 2019 to February 1, 2020 in the amount of \$14,129.70.

**F. TECHNOLOGY SERVICES**

— MRS. GAIL KENNEDY, DIRECTOR

REVENUE

To authorize the appropriate officers to enter into contract agreements between the Montgomery County Intermediate Unit and the districts listed below for PowerSchool/Level Data – State Data Validation Suite for the periods and the amounts listed below:

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• Annville-Cleona School District	December 1, 2018 to November 30, 2019	\$1,492.45
• Charter High School for Architecture & Design	January 1, 2019 to December 31, 2019	577.60
• Saucon Valley School District	December 1, 2018 to November 30, 2019	1,200.85
• Unionville-Chadds Ford School District	December 1, 2018 to November 30, 2019	3,782.90
• West Perry School District	December 1, 2018 to November 30, 2019	1,334.97

To authorize the appropriate officers to enter into a contract agreement between the Montgomery County Intermediate Unit and the North Montco Technical Career Center for Network Assessment Consultation beginning October 31, 2018 for a period of 30-days in the amount of \$720.00.

To authorize the appropriate officers to enter into a contract agreement between the Montgomery County Intermediate Unit and the Wyoming Seminary for a 20-hour support block for PowerSchool End User support/customizations/development for the period beginning November 15, 2018 in the amount of \$2,800.00.

To authorize the appropriate officers to enter into a service agreement between the Montgomery County Intermediate Unit and the Methacton School District for a 20-hour support block (networking/remotely) for the period of October 24, 2018 through June 30, 2019 in the amount of \$1,900.00.

To authorize the appropriate officers to enter into a contract agreement between the Montgomery County Intermediate Unit and the School District of Cheltenham Township for a 40-hour support block for PowerSchool End User support/customizations/development for the period beginning December 3, 2018 in the amount of \$3,750.00.

To authorize the appropriate officers to enter into a contract agreement between the Montgomery County Intermediate Unit and the West Perry School District for Student Sync Agreement for the period of December 1, 2018 through June 30, 2019 in the amount of \$2,399.66.

To authorize the appropriate officers to enter into a contract agreement between the Montgomery County Intermediate Unit and the Souderton Area School District for technical repairs offsite, for the period beginning October 2, 2018 until repairs are complete in the amount of \$65.00 per hour.

EXPENSES

To authorize the appropriate officers to enter into a contract renewal agreement with FileMaker for annual licensing for the period of December 2018 to December 2019 in the amount of \$12,260.00.

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To authorize the appropriate officers to enter into a contract services renewal agreement with BrightBytes for the period of January 27, 2018 through January 27, 2019 in the amount of \$35,685.68.

**G. ADMINISTRATION**

— DR. BRADLEY C. LANDIS, ASSISTANT EXECUTIVE DIRECTOR

*No items to consider.*

**It was moved by DiBello, seconded by England that the Intermediate Unit Board approve the Other Matters for Consideration as listed above IX.A.B.C.D.E. (as amended above) and F. Motion carried; all ayes. (Attachment IX.A.2.)**

**X. Persons Desiring to be Heard**

No one desired to speak.

**XI. Adjournment**

The date of the next Intermediate Unit Board Meeting:

*Wednesday, February 27, 2019*

*6:15 p.m. – Committee-of-the-Whole Meeting*

*7:00 p.m. – Regular Action Meeting*

*Early Learning Academy Conference Room, 1605 West Main Street (change)*

**The Intermediate Unit Board adjourned the meeting at 7:57 p.m.**

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THE FOLLOWING TOOK PLACE PRIOR TO THE REGULAR BOARD MEETING, DURING COMMITTEE-OF-THE-WHOLE:

Board Appreciation Month: On behalf of the MCIU Administration, Dr. George thanked the Montgomery County Intermediate Unit's Board of Directors for their dedication and commitment to helping improve education for children in Montgomery County.

2017-2018 Audit Report: Edward Furman, Partner at Maillie, presented the audit results from the audit of the fiscal year ended June 30, 2018. There were no significant findings. The Administration is recommending acceptance of the audit report on tonight's agenda. Dr. George extended commendations to Stan Wisler, Sandy Edling and Jonathan Alessi from the Office of Business Services. (Attachment II.A.1.)

Behavioral Health Rehabilitation Services (BHRS) License: Now that the BHRS license has been approved, Explorations PHP and MCIU have started the process of recruiting staff. All staff members will be hired through Explorations PHP but the hiring process will be managed by MCIU. Dr. George announced an Open House scheduled at the MCIU Office on Wednesday, February 13<sup>th</sup> from 4:00-6:00 p.m., and he asked for all board members to help spread the word throughout the county.

Intermediate Unit Budget: The Montgomery County Intermediate Unit (MCIU) Membership Services budget, in accordance with School Code, requires action by each of the local school districts served by MCIU. The 2019/2020 Membership Services budget, which represents 1% of the overall budget, was reviewed and approved unanimously by the Montgomery County Superintendents' Council at their meeting on December 14, 2018. Following tonight's vote by MCIU board members, the budget will be distributed to all Montgomery County school districts for individual voting by their Board of Directors.

Conference Center Update: For the 2017-2018 school year, the MCIU Conference Center hosted 45,000 individuals. As of January 2019, we are already at 51,000. Credit for this significant increase goes to Dr. Donna Gaffney and her Office for the many professional development opportunities offered.

Workforce Innovation and Opportunity Act (WIOA) Grant: The MCIU has been granted a \$145,000 increase from the county to expand services through the Montco Works initiative. President Buri requested that a representative from this program provide an overview of this project at a future MCIU board meeting.

Early Learning Academy Update: Classrooms at the Early Learning Academy at 1605 West Main Street are near capacity, and the autism and emotional support programs are completely filled. The MCIU is in the process of reaching out to local school districts for additional spacing needs.

Facilities Committee: President Buri thanked the members of the recently formed Facilities Committee who held their first meeting on January 23, 2019. During the meeting, the timeline for the renovations at the Early Learning Academy were reviewed. The committee decided that it would be beneficial to move the February MCIU board meeting to the Early Learning Academy to include a building tour for all MCIU board members. The Board has authorized MCIU to begin the bidding process, but bids will not be awarded until April 2019.

MCIU Office Expansion: Due to the continued growth of the MCIU, the main office at 2 West Lafayette Street is nearing capacity. To better accommodate staff, a small construction project will begin Spring 2019 to prepare the office space near the front of the building at the main entrance for occupation by the WIOA program staff.



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Head Start: Dr. Holly Acosta shared information from the Head Start Policy Council Meeting dated November 26, 2018 and January 14, 2019 which included Meeting Minutes from the October 22, 2018 and November 26, 2018 meetings, respectively. (Attachment II.A.2.)

Government Relations – Ms. Tina Viletto highlighted key legislative issues as detailed in the Government Relations Report to the Board. (Attachment II.A.3.)

Upcoming Dates:

- February 13, 2019 – Explorations PHP Hiring Event, MCIU Office
- February 27, 2019 - Next MCIU Board Meeting, Early Learning Academy – 1605 West Main Street
- March 29, 2019 – MCIU Legislative Breakfast

COMMITTEE-OF-THE-WHOLE CONCLUDED AND THE OFFICIAL MEETING BEGAN.