

*Official Proceedings of the
Montgomery County Intermediate Unit
Board of Directors Meeting
January 24, 2018*

The regular meeting of the Montgomery County Intermediate Unit Board of Directors was held on Wednesday, January 24, 2018, in the Montgomery County Intermediate Unit Main Office Building, 2 West Lafayette Street, Norristown, Pennsylvania.

President Thomas DiBello called the meeting to order at 8:35 p.m. Following the pledge of allegiance, Leslie Finegold, Board Secretary, called the roll. Attendance was as follows:

Intermediate Unit Board: Matthew Alexander; Joseph Antonio; Thomas DiBello; Dr. Kerry Drake; Bill England; Leslie Finegold; Dr. Gene Halus; Yuri Khalif; Janice Pearce; Virginia Pollard; Dr. Joan Ryder Ludwig; Donna Scheuren; Philip Schwarz; James Taylor; Patrick Wicks; W. Ronald Williams; Jennifer Wilson; and Paul Winters.

Absent: Maura Buri; Edward Diasio; and Joshua Stein.

Intermediate Unit: Dr. John J. George; Dr. Bradley C. Landis; Rebecca Fogle; Dr. Donna Gaffney; Jack Hurd; Gail Kennedy; Dr. Lois Robinson; Valentina Viletto, Esq.; Dr. Ken Voss; Stan Wisler; and Mary Dougherty.

Solicitor: Jeffrey T. Sultanik, Esq.

Guests: Dr. Mary Rita Cleary; Maria DeLuca; Sandy Edling; Kendall Glouner; John Hampton; Dr. Brittany Lourea-Waddell; Caitlin Navarro; Patrice Semicek; and Dr. Natalie Sokol.

I. Call to Order

- A. Following the pledge of allegiance and roll call, President DiBello noted that there was an executive session prior to the start of the Board meeting to discuss personnel matters.
- B. President DiBello noted that there were no updates to the agenda.
- C. President DiBello asked if anyone present would like to address the Board. No one desired to speak.
- D. Appoint and welcome the following new MCIU Board members:

Matthew Alexander, Pottsgrove School District, to fill the unexpired term of Diane Cherico until June 30, 2018.

Joseph Antonio, Wissahickon School District, to fill the unexpired term of Dr. Sherri Becker until June 30, 2018.

Dr. Gene Halus, Perkiomen Valley School District, to fill the unexpired term of Lynn Bigelow until June 30, 2018.

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Dr. Joan Ryder Ludwig, School District of Upper Dublin, to fill the unexpired term of Joseph Chmielewski until June 30, 2018.

Philip Schwarz, School District of Upper Moreland Township, to fill the unexpired term of Dr. David Hakes until June 30, 2018.

Jennifer Wilson, Hatboro-Horsham School District, to fill the unexpired term of Louis Polaneczky until June 30, 2018.

Paul Winters, Methacton School District, to fill the unexpired term of Brenda Hackett until June 30, 2018.

- E. Accept the resignation of MCIU Board member Edward Diasio, North Penn School District, effective February 15, 2018.

It was moved by Williams, seconded by Scheuren, that the Intermediate Unit Board appoint the new MCIU Board members as listed above to fill the unexpired terms of past MCIU Board members until June 30, 2018 and accept the resignation of MCIU Board member Edward Diasio, North Penn School District, effective February 15, 2018. Motion carried; all ayes.

- F. Appoint Leslie Finegold, Colonial School District, as MCIU Board Treasurer to fill the unexpired term of Dr. David Hakes until May 23, 2018.

- G. Appoint Virginia Pollard, Lower Merion School District, as MCIU Board Secretary to fill the unexpired term of Leslie Finegold until June 27, 2018.

Ron Williams made a motion to approve the above Slate of Candidates as presented. Bill England seconded the motion. Motion carried; all ayes.

II. Communications

There were no items to report.

III. Approval of Minutes

It was moved by Williams, seconded by Scheuren, that the Intermediate Unit Board approve the minutes of the November 15, 2017 meeting. Motion carried; all ayes. (Attachment III.A.)

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

ITEM	PAGES	AMOUNT
November, 2017	1-6	\$ 5,439,932.93
December, 2017	7-13	\$11,504,162.58
January, 2018	14	\$ 1,574,062.23
TOTAL		<u><u>\$18,518,157.74</u></u>

V. COMBINED FINANCIAL REPORT – NOVEMBER 2017

Beginning Intermediate Unit Funds		\$ 52,440,065.89
Other Adjustment		\$ 27,020.40
Receipts:		
Revenue Received	\$ 14,289,160.45	
Total Receipts		<u>\$ 14,289,160.45</u>
Total Receipts Plus Beginning Cash Balance		\$ 66,756,246.74
Less: Disbursements – November 2017 Checks		<u>\$ (7,269,232.51)</u>
Ending Intermediate Unit Funds per Books		<u><u>\$ 59,487,014.23</u></u>

CASH ANALYSIS – NOVEMBER 2017

Money Market Accounts:		
Citizens Bank Food Service	\$ 26,763.50	
PLGIT	\$ 2,008,502.40	
PSDLAF	\$ 22,781,795.03	
TD Bank	\$ 405,911.41	
Total Interest Bearing Accounts		<u>\$ 25,222,972.34</u>
Disbursement in Transit		\$ (960,000.28)
Deposit in Transit		\$ -
Disbursement Accounts – Outstanding Checks		\$ (98,825.76)
Investments		\$ 35,322,867.93
Cash Balance Per Bank		<u><u>\$ 59,487,014.23</u></u>

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COMBINED FINANCIAL REPORT – DECEMBER 2017

Beginning Intermediate Unit Funds		\$	59,487,014.23
Other Adjustment		\$	6,226.76
Receipts:			
Revenue Received	\$	11,231,960.29	
Total Receipts		\$	11,231,960.29
Total Receipts Plus Beginning Cash Balance		\$	70,725,201.28
Less: Disbursements – December 2017 Checks		\$	(10,924,815.58)
Ending Intermediate Unit Funds per Books		\$	59,800,385.70

CASH ANALYSIS – DECEMBER 2017

Money Market Accounts:			
Citizens Bank Food Service	\$	26,763.50	
PLGIT	\$	2,010,287.80	
PSDLAF	\$	14,243,549.82	
TD Bank	\$	379,264.26	
Total Interest Bearing Accounts		\$	16,659,865.38
Disbursement in Transit	\$	(4,309.95)	
Deposit in Transit	\$	-	
Disbursement Accounts – Outstanding Checks	\$	(179,765.64)	
Investments	\$	43,324,595.91	
Cash Balance Per Bank		\$	59,800,385.70

VI. INVESTMENT OF FUNDS – NOVEMBER 2017

Beginning Balance	\$	35,321,468.56
Purchases		
Redemptions	\$	-
Ending Balance	\$	35,321,468.56

Interest earned on investments is as follows:

INTEREST EARNED – NOVEMBER 2017

Bank Account	Bank Account Interest	CD Interest
PLGIT	\$ 1,399.37	\$ -
TD BANK	\$ 176.74	\$ -
PSDLAF	\$ 11,445.52	\$ 23,452.05
TOTAL	\$ 13,021.63	\$ 23,452.05

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INVESTMENT OF FUNDS – DECEMBER 2017

Beginning Balance	\$ 35,321,468.56
Purchases	\$ 8,000,000.00
Redemptions	\$ -
Ending Balance	<u>\$ 43,321,468.56</u>

Interest earned on investments is as follows:

INTEREST EARNED – DECEMBER 2017

	Bank Account Interest	CD Interest
Bank Account		
PLGIT	\$ 1,727.98	\$ -
TD BANK	\$ 170.65	\$ -
PSDLAF	\$ 14,075.09	\$ 37,376.70
TOTAL	<u>\$ 15,973.72</u>	<u>\$ 37,376.70</u>

VII. Budgets

A. New and Proposed Budgets

No items to consider.

B. Initial Budgets

1. District Membership Services Budget

Office of Business Services

7/1/2018 – 6/30/2019

\$ 1,518,580

The administration requests approval of the 2018/2019 District Membership Services Budget in the amount of \$1,518,580.00. 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 2018/2019 represents no increase over the 2017/2018 contribution amount. The estimated contribution amount for each individual district is included in the attachment.

2. Montgomery County Intermediate Unit 2018/2019 Office of Technology Services Budget

Office of Technology Services

7/1/2018 – 6/30/2019

\$ 1,082,610

The Administration requests approval of the 2018/2019 Office of Technology Services Budget in the amount of \$1,082,610.00. This budget provides internal support to various Offices and classrooms. A summary budget is attached.

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3. **Montgomery County Intermediate Unit Head Start Budget**
Office of Student Services
6/1/2018 – 5/31/2019 **\$ 3,663,912**
The administration requests approval of the 2018/2019 Head Start Budget in the amount of \$3,663,912. This is the fourth year of the Head Start Program Grant for MCIU. Budget detail is attached.

4. **Montgomery County Intermediate Unit School Climate Regional Coordinators Grant**
Office of Professional Learning
10/1/2017 – 9/30/2018 **\$ 16,132**
The administration requests approval of the 2017/2018 School Climate Regional Coordinators Grant in the amount of \$16,132. 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 Safe Schools Grant**
Office of Community & Government Relations
10/1/2017 – 9/30/2018 **\$ 9,987**
The administration requests approval of the 2017/2018 Safe Schools Grant in the amount of \$9,987. 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. Budget detail is attached.

6. **Montgomery County Intermediate Unit Data Governance Grant**
Office of Technology Services
10/1/2017 – 9/30/2018 **\$ 13,330**
The administration requests approval of the 2017/2018 Data Governance Grant in the amount of \$13,330. These funds support the work done by the Office of Technology's Data Team in support of the PDE Statewide System of Support Initiative. Budget detail is attached.

7. **Montgomery County Intermediate Unit Support for Effective Standards Based Instruction Federal Grant**
Office of Professional Learning
10/1/2017 – 9/30/2018 **\$ 85,104**
The Administration requests approval of the 2017/2018 Effective Standards Based Instruction Federal Grant in the amount of \$85,104. 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.

8. Montgomery County Intermediate Unit Support for Effective Standards Based Instruction State Grant

Office of Professional Learning
10/1/2017 – 9/30/2018

\$ 93,765

The Administration requests approval of the 2017/2018 Effective Standards Based Instruction State Grant in the amount of \$93,765. 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.

C. Changes to Initial Budgets

No items to consider.

D. Budgetary Transfers

1. Transfer of Funds – General Fund to Capital Projects Fund

Office of Business Services
2017/2018

\$ 400,000

The Administration recommends that authorization be granted to transfer \$400,000 from the General Fund to the Capital Projects Fund. These funds reflect the savings from the bond refinancing completed in December 2017 and will be designated and used for major maintenance and renovation costs at the Early Learning Academy – 1605 W. Main Street facility.

VIII. PERSONNEL MATTERS

— JACK HURD, DIRECTOR

A. General

1. Motion to approve the Benefit for Eligible Administrative; Coordinator, Technical and Confidential; and Support Staff at Retirement as per the attached.

B. Conference Requests

1. To approve four (4) out of state conference requests.

C. Employment – Ratifications

1. Professional Staff
 - a. Stephanie Brough – Transition Teacher
Recommended Annual Salary - \$73,780 (M+30 Step 5) prorated
Effective Date – January 8, 2018
Replacement
 - b. Elizabeth Burgoon – Secondary English Emotional Support Teacher
Recommended Annual Salary - \$51,642 (B+24 Step 2) prorated
Effective Date – November 27, 2017
Replacement

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- c. Alison Fell – Long Term Substitute Occupational Therapist/Evaluator
Recommended Annual Salary - \$56,000 (M Step 0) prorated
Effective Date – January 22, 2018
Replacement
 - d. Nicole Jameison – EI Autism/Social Skills Classroom Teacher
Recommended Annual Salary - \$47,000 (B Step 0) prorated
Effective Date – January 16, 2018
Additional Staff Need
 - e. Susan (Daubert) Kershner– Vision Teacher, Early Intervention
Recommended Annual Salary - \$65,780 (M+30 Step 1) prorated
Effective Date – November 17, 2017
Additional Staff Need
 - f. Katherine Morris – Long Term Substitute Developmental Preschool Teacher
Recommended Annual Salary - \$47,000 (B Step 0) prorated
Effective Date – January 10, 2018
Replacement
2. Support Staff
- a. Tamara Darden – Accounting Specialist
Recommended Annual Salary - \$44,200 (SS1) prorated
Effective Date – January 8, 2018
Replacement
 - b. Willard Jarrett – Security Guard
Recommended Annual Salary – \$47,000
Effective Date – January 22, 2017
New Position
 - c. Susan Stokes – Job Coach
Recommended Annual Salary - \$19,691 prorated
Effective Date – January 16, 2018
Additional Staff Need
3. Head Start
- a. Teaching Staff
 - 1) Patricia Boyd – Teacher, Head Start
Recommended Annual Salary - \$28,680 prorated
Effective Date – December 4, 2017
Replacement
 - 2) Chiane Smith – Program Aide, Head Start
Recommended Annual Salary - \$6,048 prorated
Effective Date – January 18, 2018
Replacement

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- b. Program Aides
 - 1) Ayat Ammouri – Program Aide, Head Start
Recommended Annual Salary - \$7,559 prorated
Effective Date – November 13, 2017
Replacement
 - 2) Julia Ford – Program Aide, Head Start
Recommended Annual Salary - \$7,559 prorated
Effective Date – November 16, 2017
Replacement
- 4. Pre-K Counts
 - a. Assistant Teaching Staff
 - 1) Margaret Ayres – Assistant Teacher, Pre-K Counts
Recommended Annual Salary - \$17,328 prorated
Effective Date – November 27, 2017
Replacement
 - b. Family Engagement Workers
 - 1) Izabela McColligan – Family Engagement Worker, Pre-K Counts
Recommended Annual Salary - \$24,327 prorated
Effective Date – January 16, 2018
Replacement

D. Change of Status – Ratifications

- 1. Professional Staff
 - a. Diane Ambler – Teacher, Early Intervention
Change Annual Salary to \$105,030 (M+30 Step 14.5) prorated
Effective Date – November 16, 2017
Educational Attainment
 - b. Rian Brown-Beasley – Behavior Management Specialist
Change Annual Salary to \$68,595 (M+20 Step 4) prorated
Effective Date – December 22, 2017
Educational Attainment
 - c. Francis Boyle – Teacher, Emotional Support
Change Annual Salary to \$76,534 (M+60 Step 5) prorated
Effective Date – December 22, 2017
Educational Attainment
 - d. Carol Grubb – Training and Consulting Specialist
Change Annual Salary to \$87,845 (M+20 Step 11.5) prorated
Effective Date – January 9, 2018
Educational Attainment

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- e. Amanda Snyder – Social Worker
 - Change Annual Salary to \$99,095 (M+20 Step 14) prorated
 - Effective Date – November 14, 2017
 - Educational Attainment*

- f. Theresa Wheeler
 - Change from Long Term Substitute Early Intervention Teacher to Early Intervention Teacher
 - Recommended Annual Salary - \$59,047 (M Step 1) prorated
 - Effective Date – January 2, 2018
 - Replacement*

- 2. Support Staff
 - a. Dana Galli
 - Change from Secretary to Medical Access Specialist
 - Recommended Salary - \$44,200 (SS1) prorated
 - Effective Date – December 18, 2017
 - Replacement*

- 3. Head Start
 - a. Teaching Staff
 - 1) Samia Bakkali
 - Change from Substitute Head Start Teacher to Head Start Teacher
 - Recommended Salary – \$24,703 prorated
 - Effective Date – December 19, 2017
 - Replacement*

 - 2) Shakyra Dawson-Clark
 - Change from Head Start Assistant Teacher to Head Start Floater Teacher
 - Recommended Annual Salary - \$28,679 prorated
 - Effective Date – January 8, 2018
 - Replacement*

- 4. Pre-K Counts
 - a. Support Staff
 - 1) Jessica Manning
 - Change from Family Engagement Worker, Head Start to Administrative Assistant/Assistant Group Supervisor – Before & After Care Program
 - Recommended Annual Salary - \$33,488 prorated
 - Effective Date – January 2, 2018
 - New Position*

E. Additions to 2017-2018 Approved Substitute Lists – Ratifications

No items to consider.

F. Remove from 2017-2018 Approved Substitute Lists

No items to consider.

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G. Employment – Approvals

1. Professional Staff
 - a. Tammy Thompson-Cook – Educational Specialist, PaTTAN
Recommended Annual Salary - \$79,047 (M Step 9) prorated
Effective Date – To be determined
Replacement
 - b. Kaitlin Durkin – Long Term Substitute Occupational Therapist/Evaluator
Recommended Annual Salary - \$56,000 (M Step 0) prorated
Effective Date – January 29, 2018
Replacement
2. Support Staff
 - a. Lorraine Byer – Secretary, PaTTAN
Recommended Annual Salary - \$43,000 (SS2) prorated
Effective Date – January 31, 2018
Replacement
3. Head Start
 - a. Assistant Teaching Staff
 - 1) Patricia Shade – Head Start Assistant Teacher
Recommended Annual Salary - \$16,892 prorated
Effective Date – January 29, 2018
Additional Staff Need

H. Change of Status - Approvals

No items to consider.

I. Additions to 2017-2018 Approved Substitute Lists

No items to consider.

J. Leave of Absence Requests

1. Professional Staff
 - Personal Leave (FMLA with benefits)
Jamie Moore – Remedial Teacher
Effective Date – January 2, 2018

 - Personal Leave (FMLA with benefits)
Rebecca Landreth – Case Manager
Effective Date – January 22, 2018

 - Personal Leave (FMLA with benefits)
Michelle Stoczko – Teacher, Emotional Support
Effective Date – November 20, 2017

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K. Return from Leave of Absence Requests

1. Head Start Teaching Staff
Personal Leave (FMLA with benefits)
Heather Shade – Teacher, Head Start
Effective Date – January 2, 2018

L. Retirements

1. Professional Staff
 - a. Jacqueline Hartung – Speech & Language Pathologist
Effective Date – June 16, 2018

M. Resignations

1. Professional Staff
 - a. Courtney Knittle – Behavior Management Specialist
Effective Date – February 21, 2018
Other Employment
2. Head Start
 - a. Teaching Staff
 - 1) Thomas McCarty – Teacher, Head Start
Effective Date – November 17, 2017
Personal
 - b. Program Aides
 - 1) Norma De Matos – Program Aide
Effective Date – December 22, 2017
Personal

N. Terminations

No items to consider.

O. Other

1. Head Start Program Aides
 - a. To approve increase in work hours for Head Start Program Aides based on program need at their hourly rate:

Name	Position	Hours
Damaris Colon	Program Aide	5
Norma DeMatos	Program Aide	5
Senta Griffin	Program Aide	5
Tahmina Islam	Program Aide	5
Michele Marburger	Program Aide	5
Ayaovi Messan	Program Aide	5
Vanessa Soto	Program Aide	5

2. Professional Staff
 - a. Megan Bertele – Speech & Language Pathologist working up to two additional days at her per diem rate to meet the needs of the program.

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- b. Patricia Bradley – Teacher, Early Intervention working up to 5 additional hours/week as a Substitute Instruction-In-the-Home Teacher/Hourly Rate - \$36.81/hour.
- c. To approve additional hours for the following Professional staff at their per diem rate to meet the needs of the Early Intervention program.

Name	Position
Samantha Gregitis	Speech & Language Pathologist
Mallory Hunsinger	Speech & Language Pathologist
Marianne Infante	Occupational Therapist
Lindsey Lichtenstein	Speech & Language Pathologist
Nicole Petrillo	Occupational Therapist
Amy Lisbeth Smith	Occupational Therapist

IX. Other Matters for Consideration

A. BUSINESS SERVICES

— STAN WISLER, CFO AND DIRECTOR

GENERAL OPERATIONS

To authorize the appropriate officers to accept the Southeastern Pennsylvania Schools Trust (SEPaST) Business Associates Agreements between the Montgomery County Intermediate Unit as the Trust Manager for SEPaST and the school entities listed below:

- Eastern Center for Arts and Technology
- Lower Merion School District
- North Montco Technical Career Center
- Pottsgrove School District
- Pottstown School District
- School District of Springfield Township
- Upper Merion Area School District
- Upper Perkiomen School District

To authorize declaration of the attached list of equipment obsolete and available for recycling from the Office of Technology Services. The MCIU will attempt to sell these items on e-Bay.

REVENUE

To authorize the appropriate officers to enter into a contract agreement between the Montgomery County Intermediate Unit and the Norristown Area School District to provide After School Program Vended meals to the schools listed below. Payment to the MCIU is based on the terms that the district agrees to follow the Child and Adult Care Food Program (CACFP) rules.

- East Norriton Middle School
- Eisenhower Middle School
- Stewart Middle School
- Norristown Area High School

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To authorize the appropriate officers to approve the addendum to the contract agreement between the Montgomery County Intermediate Unit and the Upper Merion School District to extend the Payroll Support Services for the period of December 23, 2017 through March 2, 2018 in the amount of \$13,350.

EXPENSES

To authorize the appropriate officers to enter into an agreement between the Montgomery County Intermediate Unit and the North Penn School District to purchase meals for the MCIU students in the Hatfield Elementary School for the period of September 11, 2017 through June 30, 2018 in the amount of \$16,184.00.

To authorize the appropriate officers to approve the addendum to the contract agreement with School Operations Services Group, Inc. for additional custodial services for a 3-year period beginning January 2018 at a cost of \$31,500 year one; \$32,288 year two; \$33,096 year 3 for a total of \$96,884.00. This contract covers custodial services at the new Head Start First Presbyterian Church and one Head Start utility person.

B. HUMAN RESOURCES

— JACK HURD, DIRECTOR

EXPENSES

To authorize the appropriate officers to enter into a contract agreement with Nyman Associates for a continuation of the pilot program for staffing and management services for early intervention for the period January 1, 2018 through June 30, 2018 in the amount of \$400 per diem per contractor.

To authorize the appropriate officers to enter into a contract agreement with Coyle Education Services for Early Intervention Supervisor support for the period of January 8, 2018 through April 30, 2018, or sooner based on the successful hiring of a supervisor, in the amount \$72 an hour for a total of \$23,040 based on 20 hours per week for 16 weeks.

To authorize the appropriate officers to enter into a contract agreement with Gym-Jam Therapeutics, Inc. for a continuation of the pilot program for staffing and management services for early intervention for the period of January 1, 2018 through June 30, 2018 in the amount of \$400 per diem per contractor.

To authorize the appropriate officers to enter into a contract agreement with Insight Workforce Solutions LLC to assist with permanent substitute teachers coverage in the amount of \$150-\$195 per day beginning on November 21, 2017.

To authorize the appropriate officers to enter into a contract agreement with ESS Source4Teachers to provide substitute teaching staff beginning December 1, 2017 in the amounts of \$75-\$99 for half day substitute teacher and \$150-\$198 for full day substitute teachers.

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C. NON-PUBLIC SERVICES

— DR. KEN VOSS, DIRECTOR

REVENUE

To authorize the appropriate officers to accept Title I funds from the districts listed below to operate their Title I reading and/or math programs for students in nonpublic schools for the 2017/2018 school year for the preliminary amount of:

• Pennridge School District	\$2,051.00
• Pottstown School District	7,579.00

To authorize the appropriate officers to accept Title II-Part A funds for the 2017/18 school year from Pottstown School District within Montgomery County in the amount of \$11,700.00. In order to meet the “equitable share” of the district Title II-Part A allocation, the nonpublic schools within these districts will be eligible for staff development which will be provided through the Office of Professional Learning at MCIU.

D. PENNSYLVANIA TRAINING AND TECHNICAL ASSISTANCE NETWORK (PATTAN)

— REBECCA FOGLE, DIRECTOR

EXPENSES

To authorize the appropriate officers to enter into contract agreements with the following to support the Deaf/Blind Project on various dates from October 1, 2017 to September 30, 2018 in the amounts listed below:

• Tina Hertzog	\$10,000.00 <i>(not to exceed)</i>
• Lancaster-Lebanon Intermediate Unit 13	41,360.00

To authorize the appropriate officers to enter into a contract agreement with Leaderservices to support Chester-Upland School District to create a web-based data system for PaTTAN East Chester Upland-School District at Toby Farms Intermediate School for the period of October 1, 2017 through June 30, 2018 in the amount of \$27,625.00.

To authorize the appropriate officers to enter into a contract agreement with Thom Stecher and Associates to have Thom Stecher and Alex Fizz present “Trust and Change” at the BSE/PaTTAN retreat on December 11, 2017 in the amount of \$1,000.00.

To authorize the appropriate officers to enter into a contract agreement with the Souderton Area School District to provide support for the Unified Sports program on December 19, 2017 in the amount of \$2,500.00.

To authorize the appropriate officers to enter into contract agreements with the following LEAs for SPDG-Project MAX for the period July 1, 2017 through June 30, 2018 in the amounts listed:

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• Central Susquehanna Intermediate Unit 16	Cohort 3 – Year 3	\$ 2,000.00
• Peters Township School District	Cohort 3 – Year 3	2,000.00
• Daniel Boone School District	Cohort 4 – Year 2	5,000.00
• Pittsburgh Public School	Cohort 4 – Year 2	10,000.00

To authorize the appropriate officers to enter into contract agreements with the following to present at the 2018 PDE Conference on the dates and amounts listed below:

• Melissa Pearrow	February 20, 2018	\$ 2,676.00
• William H. Ahearn	February 26, 2018	1,981.90
• Sam Sandler	February 26, 2018	700.00
• Kirk Behnke – Behnke Consulting, LLC	February 26, 2018	2,151.54
• Perry Zirkel	February 26, 2018	3,000.00
• Nickola Nelson, Ph.D.	February 26, 2018	3,596.00
• Amanda VanDerHeyden – Educational Research & Consulting, Inc.	February 26, 2018	3,541.00
• Mike Marotta	February 27, 2018	2,242.20
• WestEd – Maria Paredes	February 27, 2018	6,000.00
• Dr. Joan Kester	February 27, 2018	2,000.00
• Dr. Paul Gorski – Equity Literacy Institute	February 27, 2018	4,210.47
• Andria Amador	February 27, 2018	2,426.00
• Dr. Jane Thierfeld-Brown – College Autism	February 27, 2018	2,631.00
• Dr. Kristin Cook & Dr. Sarah Bush – Corwin Professional Learning	February 28, 2018	10,500.00
• Shelley Moore	February 28, 2018	5,000.00
• Marisa Vicere – Jana Marie Foundation	February 28, 2018	2,000.00

E. PROFESSIONAL LEARNING

— DR. DONNA GAFFNEY, DIRECTOR

GENERAL OPERATIONS

To authorize the appropriate officers to enter into contract agreements between the Montgomery County Intermediate Unit and the school and district listed below to participate in the Montgomery Virtual Program (MVP) for the period of September 14, 2017 through June 30, 2018.

- Gwynedd-Mercy Academy Elementary
- School District of Upper Dublin

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REVENUE

To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and the Lower Moreland Township School District to provide Consultation and Coaching on Mathematics Curriculum for the period of December 2017 through February 2018, the fees are covered by IDEA TaC funding.

To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and the Pottstown School District to provide professional consultation on K-12 math material review on January 11, 23 and February 13, 2018, the fees are covered by IDEA TaC funding.

To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and Ancillae Assumpta Academy to provide professional development and coaching: Integrating Design Thinking into the Curriculum during the months of February through May 2018. Cost is covered under the equitable share of the School District of Cheltenham Township's Title II-A allocation.

To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and The Gateway School to provide professional development: STEM for Early Learners on November 7, 2017. Cost is covered under the equitable share of the Lower Merion School District's Title II-A allocation.

To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and Montgomery County Intermediate Unit Pre-K Counts to provide professional development and Coaching cycles on Integrating STEM into the Curriculum during the time period of February through May 2018 in the amount of \$4,000.00.

To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and the Upper Perkiomen School District to provide Assessment Literacy Series Training on various dates during the 2017/2018 school year 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 Upper Perkiomen School District to provide Literacy and Math Professional Development, the dates are to be determined, 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 Children's Place Preschool to provide Teacher Observations and Completion of PDE 82-1 forms for the period of January through May 2018 in the amount of \$1,000.00 per teacher.

To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and the Spring-Ford Area School District to provide professional development: Embracing "Best Practices" in Teaching Writing on February 16, 2018 in the amount of \$600.00.

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EXPENSES

To authorize the appropriate officers to enter into a contract agreement with Richard Lynn Hummel, Jr. to provide professional development on Gamification: An Evidence Based Approach to Understanding and Creating Learning Games on March 22, 2018 in the amount of \$1,200.00.

To authorize the appropriate officers to enter into a contract agreement with Ashley McAndrew to provide professional development for the following:

• ESL Program Specialist Course 3/COHORT3	February 26, 2018 – April 22, 2018	\$3,000.00
• ESL Program Specialist Course 6/COHORT3	November 12, 2018 – January 13, 2019	3,000.00

To authorize the appropriate officers to enter into a contract agreement with Trego Education Forum to provide professional development for MCIU Administration on April 19 and to Montgomery County Districts on April 20, 2018 at no cost to the MCIU. This training is provided as part of the TregoED Scholarship fund.

To authorize the appropriate officers to enter into a contract agreement with Stenhouse Publishing for Jeff Anderson to provide professional development on 10 Things Every Writer Should Know on April 24, 2018 in the amount of \$7,300.00.

F. STUDENT SERVICES

— DR. LOIS ROBINSON, DIRECTOR

GENERAL OPERATIONS

To authorize the appropriate officers to enter into an agreement with Arcadia University for spring 2018 for field and student internship placements in the Early Intervention and School Age programs.

To authorize the appropriate officers to enter into an agreement with Towson University for the placement of student internships in the speech language pathologist and audiologist programs for the period of January 1, 2018 through December 1, 2018.

To authorize the appropriate officers to enter into a partnership agreement with Cradles to Crayons to receive donations for student's families through their service partner program.

REVENUE

To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and The Pathway School to provide professional development on dates to be determined for the 2017/2018 school year in the amount of \$4,200.00.

To authorize the appropriate officers to approve the 2017/2018 intergovernmental agreement for shared student services between the Montgomery County Intermediate Unit and the Pennsylvania Virtual Charter School for vocational evaluations for the period of November 9, 2017 through June 30, 2018 in the amount of \$555.00 per evaluation.

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To authorize the appropriate officers to approve the addendums for the 2017/2018 intergovernmental agreement for shared student services between the Montgomery County Intermediate Unit and the following districts for the services and amounts listed below:

• Hatboro-Horsham School District	One Bilingual Speech Eval. \$700 – <i>total \$700</i> One Bilingual Psychological Eval. \$2,000 – <i>total \$2,000</i>
• North Penn School District	Two Bilingual Speech Eval. \$700 – <i>total \$1,400</i> Two Bilingual Psychological Eval. \$2,000 – <i>total \$4,000</i>
• Pottstown School District	Psychological Reevaluation - \$510 per Eval. – <i>total \$1,530.00</i> One Bilingual Psychological Eval. \$2,000 – <i>total \$2,000</i>
• Souderton Area School District	One Bilingual Speech Eval. \$700 – <i>total \$700</i> One Bilingual Psychological Eval. \$2,000 – <i>total \$2,000</i>
• Upper Moreland School District	Two Bilingual Psychological Eval. \$2,000 – <i>total \$4,000</i>
• Upper Perkiomen School District	Supplementary Behavior Services – <i>total \$1,020.00</i>

To authorize the appropriate officers to approve the 2017/2018 intergovernmental agreement for shared student services between the Montgomery County Intermediate Unit and the St. Gabriel’s School for psychological evaluations and reevaluations in the amount of \$1,500 per initial evaluation (total seven) and \$1,200.00 per reevaluation (total one) for a total of \$11,700 for the period of November 2017 through December 2017.

EXPENSES

To authorize the appropriate officers to approve a Memorandum of Understanding between Carbon-Lehigh Intermediate Unit and the Montgomery County Intermediate Unit to provide EI Vision Teacher services for 90 minutes a week for the period of October 9, 2017 through June 30, 2018 in the amount of \$105.00 an hour.

To authorize the appropriate officers to approve a Memorandum of Understanding between Elwyn and the Montgomery County Intermediate Unit to provide EI Occupational Therapy for preschool students that require this service. The services will begin December 5, 2017 through June 3, 2018. They will be in 45 minute sessions, weekly, bi-weekly or monthly, at the cost of \$125 an hour as needed.

To authorize the appropriate officers to enter into a contract agreement with Beth Ramella to present a workshop on Cortical Vision Impairment on November 20, 2017 in the amount of \$1,890.00.

To authorize the appropriate officers to enter into a consultant contract agreement with Samuel O. Ortiz, Ph.D. to present a workshop for psychologists on January 5, 2018 in the amount of \$3,000.00.

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 services and rates for the terms:

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<ul style="list-style-type: none"> • Early Childhood Assessment Services December 18, 2017 to June 30, 2018 	Comprehensive Evaluations	\$70 hr. to 4 hours per evaluation
<ul style="list-style-type: none"> • Communicate at Home November 1, 2017 to June 30, 2018 	Speech Therapy/SLP for age of beginner/Group Rate SLP	\$70-\$85 hr. based on service provided

To authorize the appropriate officers to enter into consultant a contract agreement with the Institute for Multi-Sensory Education (IMSE) to present two trainings listed below in the amounts listed for a total of \$38,430.00:

<ul style="list-style-type: none"> • IMSE Introductory Orton-Gillingham Training (18 hrs.) 	February 20-22, 2018	\$19,500.00
<ul style="list-style-type: none"> • IMSE Introductory Orton-Gillingham Continuation for Comprehensive Training (12 hrs.) 	May 30-31, 2018	18,980.00

G. TECHNOLOGY SERVICES

— GAIL KENNEDY, DIRECTOR

GENERAL OPERATIONS

To authorize the appropriate officers to enter into a partnership agreement with Accela School, LLC with the Montgomery County Intermediate Unit to act as an intermediary seller of goods beginning November 4, 2017.

REVENUE

To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and the Lower Moreland Township School District to provide Network support (onsite and virtual/remote) for the period of October 2, 2017 through June 30, 2018 at the rate of \$450 per day for onsite and \$65 an hour for virtual and remote support.

To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and the Titusville Area School District to provide Student Sync™ SetupNOW Promotion for the period of December 2017 to June 2018 in the amount of \$1,100.00.

To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and the Methacton School District to provide 40 hour support block (system administration) for the period of December 5, 2017 until June 30, 2018 in the amount of \$3,750.00.

To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and the North Penn School District to provide Student Sync™ SetupNOW Promotion for the period December 2017 through July 2018 in the amount of \$1,100.00.

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H. ADMINISTRATION

— DR. BRADLEY C. LANDIS, ASSISTANT EXECUTIVE DIRECTOR

No items to consider.

X. Persons Desiring to be Heard

No one desired to speak.

It was moved by England, seconded by Williams, that the Intermediate Unit Board approve/ratify the payment of MCIU Bills; accept the Combined Financial Reports for November and December 2017; approve/ratify the Investment of Funds as noted for November and December 2017; approve the Initial Budgets and Budget Transfers as listed above, VII.B. and VII.D.; approve the Personnel Matters as listed above, VIII.A.B.C.D.G.J.K.L.M.O.; and approve the Other Matters for Consideration as listed above, IX.A.B.C.D.E.F.G. Motion carried; all ayes. (Attachments IV., VII.B.1.2.3.4.5.6.7.8., VIII.A.1., B.1. and IX.A.2.)

XI. Adjournment

The date of the next Intermediate Unit Board Meeting:

Wednesday, February 28, 2018

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

7:00 p.m. – Regular Action Meeting

Washington A Conference Room, 2 W. Lafayette Street

The Intermediate Unit Board adjourned the meeting at 8:42 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.

MCIU Board Rotation Plan: Dr. George explained that the Montgomery County Intermediate Unit has an opportunity to even out the skewed distribution of school district representatives for three-year MCIU Board appointments. He will present a proposed plan for discussion at a future board meeting.

Facility Updates: Dr. George and the Administration will continue their review of the results of a recent cost study analysis for renovations to the Early Learning Academy at 1605 West Main Street and will make a recommendation in the near future to the MCIU Board of Directors.

Head Start: Dr. Robinson shared information from the Head Start Policy Council Meeting dated January 11, 2018 which included Meeting Minutes from the November 6, 2017 meeting. (Attachment II.A.1.a.)

Government Relations: Tina Viletto highlighted key legislative issues as detailed in the Government Relations Report to the Board. (Attachment II.A.2.)

Wellness Committee Appointment: Due to a vacancy created when Sherri Becker (Wissahickon School District) left the MCIU Board, President DiBello requested a volunteer and appointed Mr. William England (School District of Cheltenham Township) to serve on the Wellness Committee.

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