

*Official Proceedings of the
Montgomery County Intermediate Unit
Board of Directors Meeting
March 27, 2019*

The regular meeting of the Montgomery County Intermediate Unit Board of Directors was held on Wednesday, March 27, 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 7:50 p.m. Following the pledge of allegiance, President Buri called the roll. Attendance was as follows:

Intermediate Unit Board: Joseph Antonio; Maura Buri; Thomas DiBello; Bill England; Leslie Finegold; Dr. Gene Halus; Yuri Khalif; Robert Lindgren; Judith Maginnis; Janice Pearce; Juliane Ramić; Michael Ryan; Donna Scheuren; and Jennifer Wilson (phone).

Absent: Tameata Jordan; Virginia Pollard; Dr. Joan Ryder Ludwig; Philip Schwarz; Joshua Stein; 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; Dan Currie; Sandy Edling; Hannah Messner; Dr. Natalie Sokol; and Debra Visnov.

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 contracts.
- B. President Buri noted the following update to the agenda:
 1. Page 4 – Item VIII.D.I.a. – Lauren Benfield – Project Consultant – Recommended Annual Salary should be \$76,348 (not \$73,139) and should be M+30 Step 6 (not M+20 Step 6) prorated.
- C. President Buri asked if anyone present would like to address the Board. No one desired to speak.

II. Communications

Dr. George announced that the MCIU Board will be holding its annual election in May 2019. The districts who have terms ending June 30, 2019 will need to nominate one of their board members to serve a three-year term on the IU Board as their district's representative.

*Official Proceedings of the
Montgomery County Intermediate Unit
Board of Directors Meeting
March 27, 2019*

III. Approval of Minutes

A. Meeting of Wednesday, February 27, 2019

It was moved by DiBello, seconded by Scheuren, that the Intermediate Unit Board approve the minutes of the February 27, 2019 meeting. Motion carried; all ayes. (Attachment III.A.)

IV. Approval/Ratification MCIU Bills

(Detailed list of bills are available)

ITEM	PAGES	AMOUNT
January, 2019	1	\$ 28,021.47
February, 2019	2-6	\$ 6,321,816.28
March, 2019	7-9	\$ 2,163,351.77
TOTAL		<u><u>\$ 8,513,189.52</u></u>

V. COMBINED FINANCIAL REPORT – FEBRUARY 2019

Beginning Intermediate Unit Funds	\$	61,614,543.12
Other Adjustment	\$	4,698.46
Receipts:		
Revenue Received	\$	<u>6,828,732.20</u>
Total Receipts	\$	<u>6,828,732.20</u>
Total Receipts Plus Beginning Cash Balance	\$	68,447,973.78
Less: Disbursements – February 2019 Checks	\$	<u>(10,116,550.28)</u>
Ending Intermediate Unit Funds per Books	\$	<u><u>58,331,423.50</u></u>

CASH ANALYSIS – FEBRUARY 2019

Money Market Accounts:		
Citizens Bank Food Service	\$	26,723.50
PLGIT	\$	116,479.82
PSDLAF	\$	10,277,887.99
TD Bank	\$	<u>838,071.84</u>
Total Interest Bearing Accounts	\$	<u>11,259,163.15</u>
Disbursement in Transit	\$	-
Deposit in Transit	\$	(1,023,018.52)
Disbursement Accounts – Outstanding Checks	\$	(1,186,293.84)
Investments	\$	49,281,572.71
Cash Balance Per Bank	\$	<u><u>58,331,423.50</u></u>

*Official Proceedings of the
Montgomery County Intermediate Unit
Board of Directors Meeting
March 27, 2019*

VI. INVESTMENT OF FUNDS – FEBRUARY 2019

Beginning Balance	\$ 49,281,572.71
Purchases	
Redemptions	
Ending Balance	<u>\$ 49,281,572.71</u>

Interest earned on investments is as follows:

INTEREST EARNED – FEBRUARY 2019

Bank Account	Bank Account	
	Interest	CD Interest
PLGIT	\$ 190.86	\$ -
TD BANK	\$ -	\$ -
PSDLAF	\$ 73,012.59	\$ 32,397.53
TOTAL	<u>\$ 73,203.45</u>	<u>\$ 32,397.53</u>

VII. Budgets

A. New and Proposed Budgets

No items to consider.

B. Initial Budgets

1. Montgomery County Intermediate Unit 2019/2020 Title I District Budget

Office of Business Services

7/1/2019 – 6/30/2020

\$ 347,255

The Administration requests approval of the 2019/2020 Title I – Districts budget in the amount of \$347,255.00. Budget detail is attached.

2. Montgomery County Intermediate Unit 2019/2020 Act 89 Nonpublic School Budget

Office of Business Services

7/1/2019 – 6/30/2020

\$ 12,000,521

The Administration requests approval of the 2019/2020 Nonpublic School Services Act 89 Budget in the amount of \$12,000,521.00. This budget represents the cost of providing services to the approximately 119 nonpublic schools of Montgomery County. The total budget represents a decrease of \$18,883.00 over last year's budget. A summary of the budget is attached.

3. Montgomery County Intermediate Unit 2018/2019 PIIC Budget

Office of Professional Learning

7/1/2018 – 6/30/2019

\$ 44,610

The Administration requests approval of the 2018/2019 PIIC budget in the amount of \$44,610.00. A summary of the budget is attached.

C. Changes to Initial Budgets

**1. Montgomery County Intermediate Unit 2018/2019 Head Start
Budget Revision**

Office of Student Services

7/1/2018 – 6/30/2019

\$ 4,110,213

The Administration requests approval of the 2018/2019 Head Start Budget revision in the amount of \$4,110,213.00, an increase of \$28,022.00. A summary of the budget is attached.

D. Budgetary Transfers

No items to consider.

It was moved by DiBello, seconded by Antonio, that the Intermediate Unit Board approve/ratify the payment of MCIU Bills; accept the Combined Financial Reports for February 2019; approve/ratify the Investment of Funds as noted for February 2019; approve the Initial Budgets, VII.B. and Changes to Initial Budgets, VII.C. Motion carried; all ayes. (Attachments IV., VII.B.1.2.3. and VII.C.1.)

VIII. PERSONNEL MATTERS

— MR. JACK HURD, DIRECTOR

A. General

1. Motion for the Board of Directors of the Montgomery County Intermediate Unit to accept the Employment Agreement dated March 27, 2019 with Jack Hurd, Director of Human Resources effective July 1, 2019 through June 30, 2023, as per attached and amended as follows: Article VI, Subparagraphs (5), (6), and (9) with respect to PSSERS eligibility.

It was moved by England, seconded by Antonio, that the Intermediate Unit Board approve the Personnel Matters as listed above, VIII.A.1. Motion carried; 13 ayes; 1 nay [Scheuren]. (Attachment VIII.A.1. amended)

B. Conference Requests

No items to consider.

C. Employment – Ratifications

1. Professional Staff
 - a. Kerry Duke – Case Manager
Recommended Annual Salary - \$80,378 (M+30 Step 8) prorated
Effective Date – March 7, 2019
Replacement
 - b. Robin Fittipaldi – Long Term Substitute Teacher – Math Remedial
Recommended Annual Salary - \$56,420 (M Step 0) prorated
Effective Date – March 13, 2019
Replacement

*Official Proceedings of the
Montgomery County Intermediate Unit
Board of Directors Meeting
March 27, 2019*

2. Support Staff
 - a. Mark Slopey – Assistant Teacher
Recommended Annual Salary - \$22,651 prorated
Effective Date – March 25, 2019
Replacement

D. Change of Status – Ratifications

1. Professional Staff
 - a. Lauren Benfield - Project Consultant
Change Recommended Annual Salary to \$76,348 (M+30 Step 6) prorated
Effective Date – January 17, 2019
Educational Attainment
 - b. Lindsey Lichtenstein – Speech & Language Pathologist
Change Recommended Annual Salary to \$72,318 (M+30 Step 4) prorated
Effective Date – February 5, 2019
Educational Attainment
 - c. Leah Millrood – School Counselor
Change Recommended Annual Salary to \$75,093 (M+60 Step 4) prorated
Effective Date – December 10, 2018
Educational Attainment
2. Head Start
 - a. Teaching Staff
 - 1) Yousra Boussaidi
Change to from Assistant Teacher, Head Start to Teacher, Head Start
Recommended Annual Salary - \$29,427 prorated
Effective Date – March 18, 2019
Replacement

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

- Assistant Teaching Staff
Lylían Melendez - Effective – March 1, 2019

F. Remove from 2018-2019 Approved Substitute Lists

- Teaching Staff
Jennifer Goldbloom – Effective February 22, 2019

G. Employment – Approvals

1. Support Staff
 - a. Folashade Amao – Assistant Teacher
Recommended Annual Salary - \$20,682 prorated
Effective Date – April 1, 2019
Replacement

*Official Proceedings of the
Montgomery County Intermediate Unit
Board of Directors Meeting
March 27, 2019*

- b. Gregory Gibson – Long Term Substitute Assistant Teacher
Recommended Annual Salary - \$25,096 prorated
Effective Date – April 1, 2019
Replacement

2. Head Start

- a. Teaching Staff
 - 1) Stephanie Franklin – Teacher, Head Start
Recommended Annual Salary - \$25,352 prorated
Effective Date – April 1, 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

Professional Staff

Personal Leave (FMLA with benefits)

Courtney DeSol – Occupational Therapist
Effective Date – March 27, 2019

Personal Leave (unpaid without benefits)

Gina MacGillivray – Speech & Language Pathologist
Effective Date – January 29, 2019

Personal Leave (FMLA with benefits)

Jean Miksch – School Psychologist
Effective Date – March 18, 2019

K. Return from Leave of Absence Requests

Professional Staff

Personal Leave (FMLA with benefits)

Theresa Lewandowski – Teacher – Autism
Effective Date – March 4, 2019

Personal Leave (FMLA with benefits)

Karen Wizeman – Speech & Language Pathologist
Effective – January 14, 2019

L. Retirements

No items to consider.

*Official Proceedings of the
Montgomery County Intermediate Unit
Board of Directors Meeting
March 27, 2019*

M. Resignations

1. Professional Staff
 - a. Candice Klenk – Speech & Language Pathologist
Effective Date – March 24, 2017
Personal
 - b. Jonathan Regino – Educational Consultant
Effective Date – May 6, 2019
Other Employment
 - c. Julianne Remus- Long Term Substitute Speech & Language Pathologist
Effective Date – April 12, 2019
Personal
 - d. Melissa Swain – Occupational Therapist
Effective Date – March 22, 2019
Personal
 - e. Danielle Yearwood – School Psychologist
Effective Date – March 11, 2019
Personal
2. Head Start
 - a. Teaching Staff
 - 1) Luz Moreno – Teacher, Head Start
Effective Date – March 22, 2019
Personal
 - b. Assistant Teaching Staff
 - 1) Tatyana Canty – Assistant Teacher, Head Start
Effective Date – March 11, 2019
Personal
 - 2) Lurbin Romero – Assistant Teacher, Head Start
Effective Date – March 22 2019
Personal

N. Terminations

No items to consider.

O. Other

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

*Official Proceedings of the
Montgomery County Intermediate Unit
Board of Directors Meeting
March 27, 2019*

Employee	Hourly Rate	# of Hours/Day	# of Days
Tivory Bartlett	\$10.00	5	26
Thomas Barrett	\$10.00	4	40
Sean McCandless	\$10.00	4	35
Noel Pagan	\$10.00	4	50
Roselyn Romero	\$10.00	8	60
Cindy Sun	\$10.00	8	36

It was moved by Halus, seconded by Finegold, that the Intermediate Unit Board approve the Personnel Matters as listed above, VIII.C.D.E.F.G.J.K.M.O. Motion carried; all ayes.

IX. Other Matters for Consideration

A. BUSINESS SERVICES

— MR. STAN WISLER, CFO AND DIRECTOR

GENERAL OPERATIONS

The Administration requests authorization to declare two nonpublic school vehicles obsolete: 1995 and 1996 Ford E-350 type TK Mobile Classrooms. The MCIU will attempt to use some of the items for parts, and dispose of those items that cannot be sold or used for parts.

REVENUE

To authorize the appropriate officers to enter into a sub-grant agreement for the implementation of Individuals with Disabilities Education Improvement Act-B (IDEA B 611) Use of Funds Agreement between the Montgomery County Intermediate Unit and the School District of Upper Dublin. The MCIU agrees to make “pass through” payments to the district based on the IDEA guidelines for the period of July 1, 2018 through June 30, 2019 with the option to carryover to September 30, 2020.

To authorize the appropriate officers to enter into a sub-grant agreement for implementation of Individuals with Disabilities Education Improvement Act 619 (IDEA) Use of Funds Agreement between the Montgomery County Intermediate Unit and the School District of Upper Dublin. The MCIU agrees to make “pass through” payments to the district based on the IDEA guidelines for the period of July 1, 2018 through June 30, 2019 with the option to carryover to September 30, 2020.

To authorize the appropriate officers to enter into Child and Adult Food Program Vended Meal Site Agreements with the facilities and the periods listed below:

• DeKalb Day School	February 4, 2019 through June 30, 2019
• Creative Health Services	March 4, 2019 through June 30, 2019

It was moved by England, seconded by Antonio that the Intermediate Unit Board approve the Other Matters for Consideration as listed above IX.A. Motion carried; all ayes.

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 Lana Edwards Santoro, Ph.D. to consult and develop content for the Professional Learning Community Series (PLC) on various dates for the period of January 1, 2019 through June 30, 2019 in the amount of \$12,000.00.

To authorize the appropriate officers to enter into a contract agreement with Erin D. Gilsbach, Edlaw Interactive, to present on the topics listed below at the PDE Conference on March 12, 2019 in the amount of \$4,800.00:

- “Life After High School: Legally-Defensible Post-Secondary Transition Planning”
- “Cyberbullying, Social Media and FAPE: A Legal Analysis”
- “Where Did We Go Wrong? A Legal Look at Confused, Complex and Just Plain Confounding Reality of Today’s SDIs”

To authorize the appropriate officers to enter into contract agreements with the districts listed below to provide stipend support in the amount of \$10,000 for each district, for the development and implementation of the Dyslexia and Early Screening Literacy Project. The LEA unit must attend and participate in project activities as well as submit required data for the period of January 1, 2019 through June 30, 2019:

- Bentworth School District
- Delaware Valley School District
- Millcreek Township School District
- Pen Argyl Area School District

To authorize the appropriate officers to enter into a contract agreement with Leaderservices to continue to monitor and maintain the created Deaf-Blind Child Count database for the Deaf-Blind Project for the period of July 1, 2018 through June 30, 2019 in the amount of \$10,000.00.

To authorize the appropriate officers to enter into a contract agreement with Parent Education Advocacy Leadership (PEAL) Center to work to sustain and expand the Families to the MAX Statewide Parent Network, in collaboration with PaTTAN and HUNE, with a targeted outreach to families who have children who are deaf/blind for the period of October 1, 2018 through June 30, 2019 in the amount of \$25,000.00.

To authorize the appropriate officers to enter into a contract agreement with Philadelphia HUNE, Inc. to network with the Deaf/Blind Project staff to provide linguistically appropriate information to Hispanic families of children and youth with disabilities for the period of October 1, 2018 through June 30, 2019 in the amount of \$15,000.00.

To authorize the appropriate officers to enter into a contract agreement with Sean Tikkun to present “CAD Design and 3D Printing 101” training for the period of March 27-28-29, 2019 in the amount of \$3,386.00.

*Official Proceedings of the
Montgomery County Intermediate Unit
Board of Directors Meeting
March 27, 2019*

To authorize the appropriate officers to enter into a contract agreement with Tuscarora Intermediate Unit 11 to have Patti McGowan provide support to the Deaf/Blind Project as a parent consultant for the period of October 1, 2018 through September 30, 2019 in the amount of \$61,939.29.

It was moved by Ramić, seconded by Antonio that the Intermediate Unit Board approve the Other Matters for Consideration as listed above IX.B. Motion carried; all ayes.

C. PROFESSIONAL LEARNING

— DR. DONNA GAFFNEY, DIRECTOR

REVENUE

To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and the Colonial School District for the MCIU to provide a Wilson® credentialed trainer for WILSON Foundations® Level K Coaching for the period of January 2019 through December 2019 (not to exceed four days) in the amount of \$8,000.00.

To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and the Norristown Area School District to provide professional development: Modified Coaching Cycles for Department Chairs, Spring 2019 (four ½ days to be determined), in the amount of \$2,400.00.

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: Google Suite Training on February 15, 2019 in the amount of \$900.00.

EXPENSES

To authorize the appropriate officers to enter into a general contracted consultant agreement with Angela Stockman to provide a workshop titled: Making Writing with Angela Stockman on March 20, 2019 in the amount of \$2,000.00.

To authorize the appropriate officers to enter into general contracted consultant agreement with Brett D. Moulding to provide science professional development to educators in Montgomery County school districts on October 15-16-17, 2019 and November 19-20-21, 2019 in the amount of \$18,000.00.

It was moved by Halus, seconded by Antonio that the Intermediate Unit Board approve the Other Matters for Consideration as listed above IX.C. Motion carried; all ayes.

D. EARLY CHILDHOOD SERVICES

— DR. HOLLY ACOSTA, DIRECTOR

There are no items to consider.

*Official Proceedings of the
Montgomery County Intermediate Unit
Board of Directors Meeting
March 27, 2019*

E. STUDENT SERVICES

— DR. BRITTANY LOUREA-WADDELL, DIRECTOR

EXPENSES

To authorize the appropriate officers to enter into a contract agreement with Russell A. Barkley, Ph.D. to present a 6-hour workshop on ADHD on July 25, 2019 in the amount of \$12,600.00.

It was moved by Antonio, seconded by Scheuren that the Intermediate Unit Board approve the Other Matters for Consideration as listed above IX.E. Motion carried; all ayes.

F. TECHNOLOGY SERVICES

— MRS. GAIL KENNEDY, DIRECTOR

REVENUE

To authorize the appropriate officers to enter into a contract agreement between the Montgomery County Intermediate Unit and the districts listed below for Marcia Brenner Associates (MBA) Custom Alerts PowerSchool Plug-in on the dates and amounts listed below:

• Central Valley School District	February 1, 2019 through January 31, 2020	\$2,153.00
• Elwyn Education	February 1, 2019 through January 31, 2020	749.00

It was moved by Halus, seconded by DiBello that the Intermediate Unit Board approve the Other Matters for Consideration as listed above IX.F. Motion carried; all ayes.

G. ADMINISTRATION

— DR. BRADLEY C. LANDIS, ASSISTANT EXECUTIVE DIRECTOR

To authorize a motion to appoint Fox Rothschild LLP as Solicitor for the Montgomery County Intermediate Unit No. 23 for the time period of July 1, 2019 through June 30, 2020 as per the attachment (no change from previous year.)

It was moved by DiBello, seconded by Antonio that the Intermediate Unit Board approve the Other Matters for Consideration as listed above IX.G. Motion carried; all ayes. (Attachment IX.G.1.)

X. Persons Desiring to be Heard

Mr. DiBello reminded all board members that PSBA Advocacy Day is scheduled in Harrisburg on April 29, 2019.

Mr. Hurd announced that the MCIU Diversity Fair is being held at the MCIU Main Office at 2 West Lafayette Street on Wednesday, April 10, 2019.

*Official Proceedings of the
Montgomery County Intermediate Unit
Board of Directors Meeting
March 27, 2019*

XI. Adjournment

The date of the next Intermediate Unit Board Meeting:

Wednesday, April 24, 2019

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 8:13 p.m.

*Official Proceedings of the
Montgomery County Intermediate Unit
Board of Directors Meeting
March 27, 2019*

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

Facilities Presentation: James Miller, Managing Director of Construction for Fidevia Construction presented an overview of the design and construction project for the MCIU Early Learning Academy at 1605 West Main Street as well as an estimated budget revision. Representatives from the team were also in attendance to highlight specifics for the renovation and address questions from board members. In addition to James Miller and Dan Cicala from Fidevia, the following presenters were in attendance: Mike Hunt, Mechanical Engineer—Moore Engineering Company; Martin Kimmel, Principal Architect, Kimmel Bogrette; Tyler Mittnacht, Architect, Kimmel Bogrette; and Ed Ostrowski, Senior Project Manager, ELA Group, Inc. It is anticipated that the awarding of bids/contracts will be presented for board approval at the April 24, 2019 Board of Directors meeting.

Head Start: Dr. Holly Acosta shared information from the Head Start Policy Council Meeting dated March 25, 2019 which included Meeting Minutes from the February 19, 2019 meeting and February 25, 2019 Conference Call. (Attachment I.A.2.a.)

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

Upcoming Dates:

- March 29, 2019 – MCIU Legislative Breakfast, MCIU Office
- April 10, 2019 – MCIU Diversity Fair
- April 24, 2019 - Next MCIU Board Meeting, Washington A Conference Room
- April 29, 2019 – PSBA Advocacy Day
- May 13, 2019 – MCIUEF Golf Outing, The 1912 Club, Plymouth Meeting, PA
- June 5, 2019 – The Anderson School Graduation

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