

NOTE: THIS BOARD MEETING WAS CANCELED DUE TO LACK OF A QUORUM

COMMITTEE-OF-THE-WHOLE MEETING

I. EXECUTIVE DIRECTOR'S UPDATE

II. AGENDA REVIEW

III. EXECUTIVE SESSION (IF NEEDED)

REGULAR MEETING

I. CALL TO ORDER

- A. Pledge to the Flag
- B. Roll Call
- C. Announcements
 - 1. Executive session
 - 2. Agenda update
 - 3. Persons desiring to be heard

II. APPROVAL OF MINUTES

- A. Meeting of Wednesday, September 28, 2016 (Attachment)

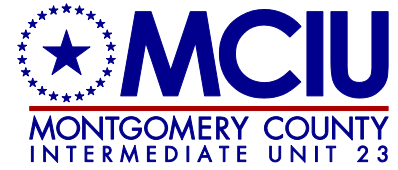
III. APPROVAL/RATIFICATION OF MCIU BILLS

(Detailed list of payments is available)

ITEM	PAGES	AMOUNT
September 2016	1-4	\$ 9,425,217.39
October 2016	5-7	\$ 2,287,169.58
TOTAL		<u>\$ 11,712,386.97</u>

IV. COMBINED FINANCIAL REPORT – SEPTEMBER 2016

Beginning Intermediate Unit Funds	\$ 37,661,988.50
Other Adjustment	\$ 0.00
Receipts:	
Revenue Received	<u>\$ 11,497,046.57</u>
Total Receipts	<u>\$ 11,497,046.57</u>
Total Receipts Plus Beginning Cash Balance	\$ 49,159,035.07
Less: Disbursements – September 2016 Checks	<u>\$ (10,548,953.10)</u>
Ending Intermediate Unit Funds per Books	<u>\$ 38,610,081.97</u>



CASH ANALYSIS – SEPTEMBER 2016

Money Market Accounts:	
Citizens Bank Food Service	\$ 26,763.50
PLGIT	\$ 4,289,640.19
PSDLAF	\$ 19,500,756.45
TD Bank	\$ 779,124.03
Total Interest Bearing Accounts	<u>\$ 24,596,284.17</u>
Disbursement in Transit	\$ (1,273,267.89)
Deposit in Transit	\$ 56,437.75
Disbursement Accounts – Outstanding Checks	\$ (769,372.06)
Investments	\$ 16,000,000.00
Cash Balance Per Bank	<u><u>\$ 38,610,081.97</u></u>

V. INVESTMENT OF FUNDS – SEPTEMBER 2016

Beginning Balance	\$ 16,000,000.00
Purchases	\$ -
Redemptions	\$ -
Ending Balance	<u><u>\$ 16,000,000.00</u></u>

Interest earned on investments is as follows:

INTEREST EARNED – SEPTEMBER 2016

Bank Account	Bank Account Interest	CD Interest
PLGIT	\$ 1.92	\$ 3,786.57
TD BANK	\$ 134.09	\$ -
PSDLAF	\$ 3,618.02	\$ 4,521.85
TOTAL	<u>\$ 3,754.03</u>	<u>\$ 8,308.42</u>

VI. COMMUNICATIONS

Leslie Finegold, *Secretary*

VII. COMMITTEE REPORTS

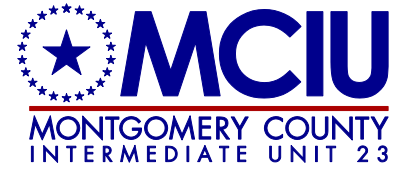
A. Government Relations – Tina Viletto, Esq.

(Attachment)

VIII. BUDGETS

A. New and Proposed Budgets

No items to consider.



B. Initial Budgets

1. Child and Adult Care Food Program (CACFP)

Office of Business Services

10/1/2016 – 9/30/2017

\$ 370,148

Request approval of the 2016/2017 Child and Adult Care Food Program (CACFP) in the amount of \$370,148.00 for the period of October 1, 2016 through September 30, 2017. This program provides daily subsidized food services, detailed budget is attached.

(Attachment)

C. Changes to Initial Budgets

1. Montgomery County Intermediate Unit 2016/2017 PaTTAN Budget

Pennsylvania Training and Technical Assistance Network (PaTTAN)

7/1/2016 – 6/30/2017

\$ 10,348,257

Request approval of the revised 2016/2017 PaTTAN budget in the amount of \$10,348,257.00 which reflects an increase of \$1,970,466.00 over the budget that was proposed and approved for 2016/2017 in the amount of \$8,377,791.00. The revised amount reflects an allocation from the Pennsylvania Department of Education for 2016/2017, detailed budget is attached.

(Attachment)

D. Budgetary Transfers

No items to consider.

IX. PERSONNEL MATTERS

— JACK HURD, DIRECTOR

A. General

1. To approve bargaining unit agreement between Montgomery County Intermediate Unit Board of Directors and Montgomery County Intermediate Unit Education Association from July 1, 2016 through June 30, 2019 as outlined in Attachment IX.A.1. (Exhibit 1), subject to final language being reviewed and approved by legal counsel and to approve Memorandum of Understanding between Montgomery County Intermediate Unit Board of Directors and Montgomery County Intermediate Unit Education Association regarding Subcontracting of Association Bargaining Unit work as outlined in Attachment IX.A.1. (Exhibit 2).

(Attachment)

B. Conference Requests

1. To approve one (1) out of state conference request.

(Attachment)

C. Employment – Ratifications

1. Professional Staff
 - a. Deborah Enck – Substitute Instruction-in-the-Home Teacher
Recommended Hourly Rate - \$35/hour
Effective Date – September 29, 2016
Replacement

- b. Emily McGeever – Speech & Language Pathologist
Recommended Annual Salary - \$59,047 (M Step 1) prorated
Effective Date – October 17, 2016
Replacement

2. Head Start

- a. Assistant Teaching Staff
 - 1) Ebunoluwa Olukoya – Head Start Assistant Teacher
Recommended Annual Salary - \$15,299 prorated
Effective Date – September 26, 2016
Replacement

D. Change of Status – Ratifications

- 1. Professional Staff
 - a. Shante Forrest
Change from Program Administrator to Behavior Management Specialist
Recommended Annual Salary - \$106,780 (M + 30 Step 15) prorated
Effective Date – October 24, 2016
Voluntary Reassignment
- 2. Head Start
 - a. Teaching Staff
 - 1) Amanda Witter
Change from Head Start Assistant Teacher to Head Start Teacher
Recommended Annual Salary - \$22,316 prorated
Effective Date – October 27, 2016
Replacement

E. Additions to 2016-2017 Approved Substitute Lists – Ratifications

Teaching Staff
Adam Glassic – Effective Date – October 10, 2016
Jennifer McCoog – Effective Date - September 27, 2016

Assistant Teaching Staff
Maria Kane – Effective Date – October 4, 2016
Lauren Marshall – Effective Date – October 14, 2016
Sylvia Walton – Effective Date – October 3, 2016

F. Remove from 2016-2017 Approved Substitute Lists

Assistant Teaching Staff
Archana Gupta – Effective Date – September 9, 2016
Gabrielle Rosin – Effective Date – May 27, 2016

G. Employment – Approvals

1. Administrative Staff
 - a. Lynda Balmer-Lupp – Program Administrator, Assessment
Recommended Annual Salary - \$101,000 (A4)
Effective Date – November 14, 2016
New
2. Head Staff
 - a. Teaching Staff
 - 1) Beth Drummond – Head Start Floater Teacher
Recommended Annual Salary - \$25,884 prorated
Effective Date – November 11, 2016
Replacement
 - 2) Megan O'Shea – Head Start Teacher
Recommended Annual Salary - \$25,884 prorated
Effective Date – October 31, 2016
Replacement

H. Change of Status - Approvals

No items to consider.

I. Additions to 2016-2017 Approved Substitute Lists

No items to consider.

J. Leave of Absence Requests

1. Professional Staff
Personal Leave – (unpaid without benefits)
Brooke Mulartrick – Project Associate
Effective Date – August 24, 2016

K. Return from Leave of Absence Requests

1. Support Staff
Personal Leave – (FMLA with benefits)
Eileen Cianciulli – Vocational Evaluator
Effective Date – October 4, 2016

L. Retirements

No items to consider.

M. Resignations

1. Professional Staff
 - a. Elizabeth Davis – Teacher – Early Intervention
Effective Date – November 18, 2016
Other Employment

2. Support Staff
 - a. Michael Hohenadel – Job Coach
Effective Date – October 5, 2016
Personal

3. Head Start
 - a. Teaching Staff
 - 1) Gretchen Colombo – Head Start Teacher
Effective Date – October 21, 2016
Personal

 - 2) Gabrielle Valitski – Head Start Teacher
Effective Date – November 4, 2016
Personal

N. Terminations

No items to consider.

O. Other

1. Professional Staff
 - a. Debra Visnov – Teacher – Hearing Impaired
Worked 9.5 additional hours over the summer and will receive \$715 additional compensation.

2. Temporary Support Staff
 - a. Christy Ruth – Temporary Montgomery Virtual Program Administrative Support
Recommended Hourly Rate - \$20/hour for up to 17.5 hours/week
Effective Date – October 3, 2016
Temporary Support

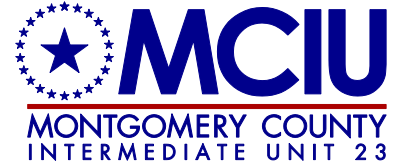
X. OTHER MATTERS FOR CONSIDERATION

A. BUSINESS SERVICES

— STAN WISLER, CFO/DIRECTOR

REVENUE

1. To authorize the appropriate officers to approve the Settlement Agreement and Release between the Pennsylvania Department of Human Services and the Montgomery County Intermediate Unit for the 2012-2013 Based ACCESS Program. The original Cost Settlement calculation required the MCIU to return \$667,073.76 in ACCESS Funds. This settlement agreement lowers this figure to \$83,098.85.



2. To authorize the appropriate officers to enter into a sub-grant agreement for implementation of Individuals with Disabilities Education Improvement Act-B (IDEA) Use of Funds Agreement between the Montgomery County Intermediate Unit and the school entities listed below. The MCIU agrees to make “pass through” payments to the district based on the IDEA guidelines for the period of July 1, 2016 through June 30, 2017 with the option to carryover funds to September 30, 2018.

- School District of Bryn Athyn
- School District of Cheltenham Township
- Methacton School District
- Pottsgrove School District
- Souderton Charter School
- Souderton Area School District

3. 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 entities listed below. The MCIU agrees to contract with these districts based on the IDEA guidelines for the period of July 1, 2016 through June 30, 2017.

- School District of Cheltenham Township
- Methacton School District
- North Penn School District
- Perkiomen Valley School District
- Pottsgrove School District
- Souderton Area School District
- School District of Upper Dublin
- Upper Moreland School District

EXPENSES

4. To authorize the appropriate officers to enter into an agreement between the Montgomery County Intermediate Unit and the following districts to purchase meals for the MCIU students in the schools listed below along with the amounts for the period of August 31, 2016 through June 30, 2017.

School District of Upper Dublin	Thomas Fitzwater Elementary School	\$14,670.00
Perkiomen Valley School District	Schwenksville Elementary	15,843.60

5. The Administration requests approval to renew the agreement between the Montgomery County Intermediate Unit and Kremmer's Café and Catering, LLC to provide food services for the Head Start Program in the amounts of \$1.50 for each breakfast and \$2.50 for each lunch inclusive of delivery to classrooms of all meals and paper products for the period of July 1, 2016 through June 30, 2017.

B. NONPUBLIC SERVICES

— DR. KEN VOSS, DIRECTOR

REVENUE

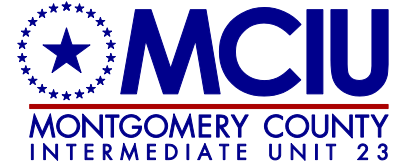
1. To authorize the appropriate officers to accept Title I funds from Lower Moreland School District to operate their Title I reading and/or math programs for students in nonpublic schools in the amount of \$1,279.00 for the 2016/2017 school year.

C. PENNSYLVANIA TRAINING AND TECHNICAL ASSISTANCE NETWORK (PATTAN)

— ANN HINKSON-HERRMANN, DIRECTOR

EXPENSES

1. To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and Gail M. Van Tatenhove to continue work on the Power AAC Professional Development Modules for SPDG-Project MAX for the period of July 1, 2016 through June 30, 2017 in the amount of \$7,500.00.
2. To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and Therese Willkomm to present at a workshop on September 26 and 27, 2016 in the amount of \$4,995.00.
3. To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and Temple University – College of Public Health, at the request of the Bureau of Special Education, to develop the Autism Project working with families on various dates between September 1, 2016 through June 30, 2017 in the amount of \$117,649.99.
4. To authorize the appropriate officers to enter into a contract agreement with the Pennsylvania Training and Technical Assistance Network and the Montgomery County Intermediate Unit to provide stipend support for replication of Project MAX in year 3 to new teams on various dates beginning September 1, 2016 through June 30, 2017 in the amount of \$2,000.00.
5. To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and Philadelphia HUNE, Inc., at the request of the Bureau of Special Education, to work collaboratively with trainings, curriculum and translations on various dates beginning July 1, 2016 through June 20, 2017 in the amount of \$102,000.00.
6. To authorize the appropriate officers to enter into a contract agreement with the Montgomery County Intermediate Unit and Boys Town National Research to present videoconference for educational interpreter initiative on December 3, 2016 and April 1, 2017 in the amount of \$2,000.00.



7. To authorize the appropriate officers to enter into a contract agreement with the Montgomery Country Intermediate Unit and the following school entities for the SPDG-Project MAX on various dates beginning July 1, 2016 and ending June 30, 2017 in the amounts listed below:

Appalachia Intermediate Unit 8	Year 2	\$5,000.00
Arin Intermediate Unit 28	Year 3	2,000.00
Beaver Valley Intermediate Unit 27	Cohort 3 – Year 2	5,000.00
Derry Township – Hershey High School		6,500.00
Bucks County Intermediate Unit 22	Cohort 2 – Year 3	2,000.00
Central Susquehanna Intermediate Unit 16	Cohort 3 – Year 2	5,000.00
Delaware County Intermediate Unit 25	Cohort 3 – Year 2	5,000.00
Greensburg Salem School District	Cohort 3 – Year 2	5,000.00
Hopewell Area School District	Cohort 3 – Year 2	5,000.00
Intermediate Unit 1	Cohort 2 – Year 3	7,000.00
Lincoln Intermediate Unit 12	Cohort 3 – Year 2	5,000.00
Indiana Area School District	Cohort 2 – Year 3	2,000.00
Midwestern Intermediate Unit IV	Cohort 3 – Year 2	5,000.00
Moshannon Valley School District	Cohort 2 – Year 3	2,000.00
Northwest Tri-County Intermediate Unit 5	Cohort 2 – Year 3	2,000.00
Peters Township School District	Cohort 3 – Year 2	5,000.00
Southern Fulton School District	Cohort 2 – Year 3	2,000.00
Westmoreland Intermediate Unit 7	Cohort 3 – Year 2	5,000.00

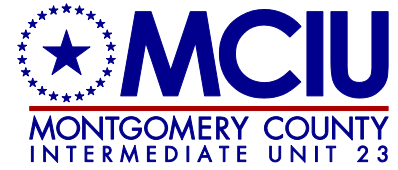
8. To authorize the appropriate officers to enter into a contract agreement with the Montgomery Country Intermediate Unit and the Parent Education and Advocacy Leadership Center (PEAL), year two of the project to continue to present workshops for families/parents/guardians on various dates beginning July 1, 2016 through June 30, 2017 in the amount of \$41,191.00.

D. PROFESSIONAL LEARNING

— DR. DONNA GAFFNEY, DIRECTOR

REVENUE

- To authorize the appropriate officers to enter into a service agreement with the Upper Merion Area School District to provide consultation, development and implementation of district K-12 literacy instruction across all content areas on various dates beginning July 27, 2016 to April 21, 2017 in the amount of \$2,400.00.
- To authorize the appropriate officers to enter into a service agreement with the Perkiomen Valley School District to provide professional development for effective mathematics instruction to district administrators on October 19, 2016, January 18, 2017 and March 15, 2017 in the amount of \$1,500.00.



3. To authorize the appropriate officers to enter into a service agreement between the School District of Springfield Township and the Montgomery County Intermediate Unit to participate in the Montgomery Virtual Program (MVP) for the period of July 1, 2016 through June 30, 2017.
4. To authorize the appropriate officers to enter into a service agreement with the Colonial School District to provide effective professional development for consultation, development and implementation of training to support elementary growth and intervention model for math and reading to district and elementary administration and elementary coaches on November 30, 2016 and March 1, 2017 in the amount of \$1,800.00.
5. To authorize the appropriate officers to enter into a service agreement with the Mount Saint Joseph Academy to provide professional development for differentiated instruction and formative assessment to administrators, peer mentors and staff. The training dates and amounts are listed below:

October 19, 2016	Cost covered by Title II-A
October 20, 2016	\$900.00
December 13, 2016	\$900.00
March 7, 2017	Cost covered by Title II-A
March 30, 2017	\$900.00
6. To authorize the appropriate officers to enter into a service agreement with St. Helena School to provide B-D-A instructional coaching cycles on six dates from October 5, 2016 through December 23, 2016 in the amount of \$3,600.00. The Office of Non-Public School Services will pay \$1,800.00 and St. Helena's will pay the balance of \$1,800.00.
7. To authorize the appropriate officers to enter into a service agreement with the Methacton School District to provide professional development to the high school instructional staff Making Learning Personalized with Technology on October 4, 2016 in the amount of \$900.00.
8. To authorize the appropriate officers to enter into a service agreement with the Methacton School District to provide professional development on shared and guided reading within balanced literacy to elementary teachers, and content literacy with informational text to secondary teachers, on October 4, 2016 in the amount of \$900.00.
9. To authorize the appropriate officers to enter into a service agreement with the Methacton School District for half-day grade level breakout meetings – extending and applying best practices in shared and guided Reading within the balanced literacy framework. This will be completed in three rounds: Round 1 October 25, 26, 27; Round 2 December 1, 6, 7; Round 3 January 7, 8, 9, 2017. These trainings

are for Eagleville Elementary School K-4 classroom teachers, special education teachers and ESL teachers. The cost is \$2,400 per round for a total of \$7,200.00.

10. To authorize the appropriate officers to enter into a service agreement with the Norristown Area School District to provide professional development on learning focused instruction to high school department chairs and administrators on various dates from October 2016 to April 2017 in the amount of \$3,600.00 (six dates at \$600.00 each).
11. To authorize the appropriate officers to enter into a service agreement with the Hatboro-Horsham School District to provide consultation and development of elementary literacy processes to strengthen intervention and core instruction to district administration, elementary reading specialist, and elementary coaches for 4-half day meetings between November 2016 through May 2017 in the amount of \$2,400.00.
12. To authorize the appropriate officers to enter into a service agreement with the Souderton Area School District for teacher leadership/instructional coaching professional development, dates to be determined by the district in the amount of \$3,300.00.

EXPENSES

13. To authorize the appropriate officers to enter into a general consultant agreement with Spider Learning, Inc. to provide a workshop on Open Educational Resources (OER) on December 13, 14, 15, 2016 in the amount not to exceed \$20,000, fee based on enrollment of minimum of 20 not to exceed 50.
14. To authorize the appropriate officers to enter into a contract agreement with Wilson Language Training Corporation to present Wilson Foundations Level K/1 workshops on October 4, 5, 10, 11, 2016 in the amount of \$8,000.00.
15. To authorize the appropriate officers to enter into a contract agreement with Nearpod, Inc., a mobile learning platform allowing teachers to create and share interactive presentation with their students in real time for the period of October 1, 2016 through July 1, 2020 in the amount of \$142 for one year and \$284 for three years.
16. To authorize the appropriate officers to enter into a general contracted consultant agreement with Capital Area Intermediate Unit #15 for consultant Tanya Morret to facilitate Gifted Boot Camp 1 on October 19, 2016 and Gifted Book Camp 2 on January 6, 2017 at no cost to the IU.
17. To authorize the appropriate officers to enter into a general contracted consultant agreement with Richard Kiker to provide online courses for educators on building google tools and building social media on November 1, 2016 and December 1, 2016 in the amount of \$2,700.00.

18. To authorize the appropriate officers to enter into a general contracted consultant agreement with TregoEd and consultant Kathryn Blackburn to facilitate workshop on collaborative decision making for school leaders on November 3, 2016, January 12, 2017 and March 2, 2017 in the amount of \$8,000.00. Due to enrollment and the popularity of this course Ms. Blackburn will also facilitate on November 4, 2016, January 13, 2017 and March 3, 2017 in the amount of \$7,500.00. Total for the six days is \$15,500.00.
19. To authorize the appropriate officers to enter into a general contracted consultant agreement with Megan Fritz for the writing, submission and approval of CPE courses for the 2016/2017 school year in the amount not to exceed \$9,000.00.
20. To authorize the appropriate officers to enter into a general contracted consultant agreement with Megan Fritz for the facilitation of half and full day professional development workshops for the 2016/2017 school year in the amount not to exceed \$36,000.00.

E. STUDENT SERVICES

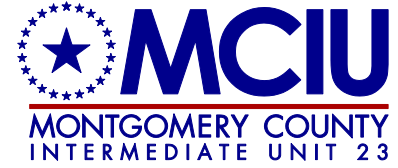
— DR. LOIS ROBINSON, DIRECTOR

REVENUE

1. To authorize the appropriate officers to approve a Memorandum of Understanding between Bucks County Intermediate Unit and the Montgomery County Intermediate Unit to provide EI physical therapy services to a pre-school child for the period beginning August 29, 2016 through June 30, 2017 for 45 minutes a week in the amount of \$92.00 a day.
2. To authorize the appropriate officers to approve a Memorandum of Understanding between Bucks County Intermediate Unit and the Montgomery County Intermediate Unit to provide an EI itinerant teacher to a student for the period of September 14, 2016 through June 30, 2017 in the amount of \$186.00 an hour.

EXPENSES

3. To authorize the appropriate officers to enter into a general consultant agreement with Jesse Rausch-Esquivel for bilingual psychological testing for the period of September 13, 2016 through June 30, 2017 in the amount of \$1,200 per evaluation with no summary and \$1,350 per evaluation with summary in Spanish.
4. To authorize the appropriate officers to enter into a general consultant agreement with Terri Erbacher, Ph.D. to present a 3-day training on the PREPaRE (Prevent Reaffirm Evaluate Provide and Respond Examine) crisis prevention program on November 8, 15, 29, 2016 in the amount of \$4,000.00.



F. TECHNOLOGY SERVICES

— GAIL KENNEDY, DIRECTOR

REVENUE

1. To authorize the appropriate officers to enter into an addendum to the contract for the Internet Consortium with the Colonial School District and the Montgomery County Intermediate Unit for an additional 200MB of Internet services in the amount of \$7,200.00 for the period of July 18, 2016 through June 30, 2017.
2. To authorize the appropriate officers to enter into contract with the Upper Perkiomen School District and the Montgomery County Intermediate Unit for a Safari Montage Annual Renewal in the amount of \$3,200.00 for the period of July 1, 2016 through June 30, 2017.
3. To authorize the appropriate officers to enter into contract with the School District of Cheltenham Township and the Montgomery County Intermediate Unit to provide Zoom rooms in the amount of \$200 for the period of September 1, 2016 through June 30, 2017.
4. To authorize the appropriate officers to enter into contract with the North Penn School District and the Montgomery County Intermediate Unit to provide Zoom rooms in the amount of \$960.00 for the period of July 1, 2016 through June 30, 2017.

G. ADMINISTRATION

— DR. BRADLEY C. LANDIS, ASSISTANT EXECUTIVE DIRECTOR

1. To approve the second reading and adoption of the following policy:

POLICY #	TITLE	
815	Acceptable Use of the Electronic Communications Systems and Network (Revised)	(Attachment)

2. To acknowledge the first reading as well as the adoption of the following policy:

POLICY #	TITLE	
823	Naloxone (New)	(Attachment)

XI. PERSONS DESIRING TO BE HEARD

XII. NEXT MONTGOMERY COUNTY INTERMEDIATE UNIT BOARD MEETING:

- ◆ WEDNESDAY, NOVEMBER 16, 2016
- 6:15 PM – COMMITTEE-OF-THE-WHOLE MEETING
- 7:00 PM – REGULAR ACTION MEETING
- PATTAN OFFICE – 333 TECHNOLOGY DRIVE, MALVERN, PA 19355

XIII. ADJOURNMENT