

**TUSCARORA INTERMEDIATE UNIT  
BOARD OF DIRECTORS' MEETING**

**AGENDA**

**Thursday, October 14, 2021 - 7:00 p.m.**

**REGULAR BOARD MEETING**

**TIU CONFERENCE ROOM  
2527 US HIGHWAY 522 SOUTH  
MCVEYTOWN, PA 17051-9717**

**I. CALL TO ORDER - PRESIDENT OF THE BOARD**

**II. ROLL CALL OF BOARD MEMBERS**

Julia E. E. Dovey - Central Fulton  
Todd G. Griest - Southern Huntingdon County  
Dulce Hall - Forbes Road  
Linda L. McClure - Mount Union Area  
Timothy A. Mellott - Southern Fulton  
Janice R. Metzgar - Huntingdon Area  
Krista L. Reihart - Juniata Valley  
Mary Lou M. Sigler - Mifflin County  
Mark F. Wagner - Juniata County

**III. PUBLIC COMMENTS**

This is an opportunity for scheduled presentations or requests from the public.

**IV. ROLL CALL VOTING**

As the president of the board conducts this meeting, it is not necessary to announce each director's name for each roll call vote. If, however, a director or directors, wish to comment or have his/her comment or vote specifically recorded, the director(s) shall have the opportunity to so state.

The chairperson of the meeting, the president of the board, should announce before each roll call vote, that if she hears no objections from any member of the board present, the vote will be considered a unanimous roll call vote and so recorded.

**V. MINUTES OF PREVIOUS MEETING**

Recommend approval be granted of the minutes of the regular board meeting of September 9, 2021. (Minutes are posted.)

**VI. REPORTS**

**A. Treasurer's Report**

Recommend approval be granted of the Treasurer's Reports for August 2021 and September 2021.  
(See Attachment #1.)

**B. Budget Transfers (none)**

**C. Payment of Bills**

Recommend approval be granted of the payment of bills for August 2021 and September 2021.  
(Printouts are posted.)

**VII. STAFF PRESENTATION (none)**

**VIII. TIU BOARD**

**A. Activities - election of board members, conventions, meetings, etc.**

1. Act 30 of 1980, Section 910-A, permits the election of intermediate unit board members by mail ballot. Intermediate units choosing to elect members by mail ballot shall notify the secretary of the board of directors of each school district comprising the Intermediate Unit prior to January 1 of each year. Information item, no action required.

The listed school districts have board members' terms expiring on June 30, 2022.  
Central Fulton School District - **Julia E. E. Dovey**  
Huntingdon Area School District - **Janice R. Metzgar**  
Southern Huntingdon County School District - **Todd G. Griest**

**B. Policy/School Calendars**

1. Recommend approval be granted of the Tuscarora Intermediate Unit 11 Adolescent Partial Hospitalization Program Student and Family Handbook. (See Attachment #2.)

**C. Contracts/Leases**

1. Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **Joanna Barton** - 224 S. Chester Road, Swarthmore, PA 19081 to provide Coach context expert for Professional Learning Communities, coding of video submissions, and support Coaching Across Setting initiative. Effective date is October 1, 2021 through June 30, 2022 to be paid at the rate of \$80/hour, not to exceed 10 hours/week or a total of 350 hours during the contracted period. Funding source: Early Intervention Technical Assistance.
2. Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **Courtney Robertson** - 5515 Ridgeview Drive, Doylestown, PA 18902 to provide Coach context expert for Professional Learning Communities, coding of video submissions, and support Coaching Across Setting initiative. Effective date is October 1, 2021 through June 30, 2022 to be paid at the rate of \$80/hour, not to exceed 10 hours/week or a total of 350 hours during the contracted period. Funding source: Early Intervention Technical Assistance.

VIII. TIU BOARD

C. Contracts/Leases

3. Recommend approval be granted of a Transportation Mileage Reimbursement Agreement between the Tuscarora Intermediate Unit and parents or legal guardians to provide transportation for their child (student) between the home residence of the student and school. The Parent or legal guardian will be reimbursed an amount equal to the distance between the residence of the Student and school by the shortest available route, multiplied by the then current IRS mileage rate for use of a personal vehicle for employment, multiplied by four. Agreements will be issued on an as needed basis. Funding source: Special Education.
4. Recommend approval be granted of Contracts between Tuscarora Intermediate Unit and the listed agencies for the second and final round of the Maternal, Infant, and Early Childhood Home Visiting (MIECHV) Program, American Rescue Plan (ARP) grant awards. Effective date is October 1, 2021 through June 30, 2022 at the listed amounts. Funding source: Maternal, Infant, and Early Childhood Home Visiting Program/American Rescue Plan.
  - a. Allegheny County Health Department \$123,016
  - b. ARIN Intermediate Unit \$59,230
  - c. Capital Area Head Start \$36,449
  - d. Central Susquehanna Community Foundation/Geisinger Clinic NFP \$36,449
  - e. Children's Advocacy Center of Lawrence County \$45,562
  - f. Columbia County Family Center \$21,870
  - g. Erie Family Center \$82,011
  - h. Fayette County Community Action Agency \$22,781
  - i. Infant Development Program \$59,230
  - j. Jefferson-Clarion Head Start \$36,449
  - k. National Nurse-Led Center Consortium \$214,140
  - l. Perry County Family Center (Tri-County) \$50,118
  - m. Pocono Medical Center \$22,781
  - n. STEP Head Start \$10,024
  - o. Summit Early Learning \$61,053
  - p. The Guidance Center \$173,134
  - q. UPMC Home Healthcare of Central PA \$22,780
5. Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **Susquehanna Valley Professional Associates, Inc.** - 320 Rollin Ridge Drive, Suite 100, State College, PA 16801 to provide psychiatric services to include consultation, evaluation, follow up medication and treatment consultation, staff education and case discussions, telephone consultation, charting, preparing required paperwork, and participation with Client's treatment team and management for students enrolled in the school-based adolescent partial hospitalization program. Effective date is November 1, 2021 through October 31, 2022 and shall renew automatically for successive additional renewal terms of one year each unless either party notifies the other in writing that it desires to terminate the Agreement at least three months prior to expiration of the Agreement in effect. Reimbursement at the rate of \$250/hour for consultation and travel, for a minimum of six hours up to eight hours two times/month of onsite or telehealth child and adolescent psychiatric consultation. Funding source: General Operating Budget/Partial Hospitalization Program.
6. Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **Temple University**, College of Education and Human Development, Attention: Timothy Funk - 1301 Cecil B. Moore Avenue, Philadelphia, PA 19122 to provide recruitment strategies, materials, identify experts to assist in the delivery of the training, virtual and in-person training sessions, evaluation of the sessions, and complete reporting requirements for the Competence and Confidence: Partners in Policymaking Early Intervention (C2P2EI). Effective date is July 1, 2021 through June 30, 2022 at an amount not to exceed \$89,000. Funding source: Early Intervention Technical Assistance.

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C. Contracts/Leases

7. Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **Ignite Education Solutions** - 2025 Bedford Street, Johnstown, PA 15904 to provide the services of Beth Fairchild, Subject Expert - not to exceed 40 hours/month, Val Postal, BCBA Supervisor - not to exceed 24 hours/month, and Patty Wirick, Literacy Coach - not to exceed 40 hours/month. The services are needed to fulfill a supplemental need in school districts in order to maintain necessary operations within buildings. The individuals will provide consultation for classroom staff and attend recommended trainings and meetings. Effective date is July 1, 2021 through June 30, 2022. Reimbursement at the rate of \$50/hour, plus applicable fees, for a total not to exceed \$6,979/month. Funding source: Early Intervention Technical Assistance.
8. Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **University of Florida**, Anita Zucker Center, Attention: Dr. Patricia Snyder - PO Box 117050, Gainesville, FL 32611 to provide webinars and develop materials to support high quality early childhood inclusive practices for PA Early Intervention. Services include consultation and training to PaTTAN and their early intervention evidence-based implementation teams about Embedded Instruction for Learning, including its alignment with existing birth to five initiatives in PA focused on embedded intervention, inclusion, and inclusive practices and PA early learning standards and competencies. Effective date is October 15, 2021 through June 30, 2022 at an amount not to exceed \$20,326. Funding source: Early Intervention Technical Assistance.

D. Vendor Contracts

1. Recommend approval be granted of a Memorandum of Understanding (MOU) for the Tuscarora Intermediate Unit Adolescent Partial Hospitalization Program (TIU11 PHP). The TIU11 PHP, a mental health treatment program/placement, will operate five days/week at the Huntingdon Area Middle School. The MOU will be between the TIU11 PHP and school districts that make referrals to the program. (See Attachment #3.)
2. Recommend approval be granted of an Agreement between Tuscarora Intermediate Unit and **Montgomery County Intermediate Unit 23** - 2 West Lafayette Street, Norristown, PA 19401 for TIU to provide technical support to the Deaf Blind Project. The TIU employs Patti McGowan as a parent consultant that lends her expertise and knowledge to develop and implement professional development and materials, as well as the overall support and collaboration related to family engagement. Effective date is October 1, 2021 through September 30, 2022. TIU will be reimbursed at an amount not to exceed \$70,611.65.

IX. PROGRAMS

A. New Programs/Changes (none)

B. Job Descriptions

1. Recommend approval be granted of the listed new job descriptions. (See Attachment #4.)
  - a. Behavioral Health Specialist  
Special Project (non-professional) Employee
  - b. Mental Health Worker - Child/Adolescent Partial Hospitalization Program  
Special Project Child/Adolescent Partial Hospitalization Program (exempt) Employee
  - c. Senior Manager for Home Based Services  
Special Project Head Start/Early Head Start/Pre-K Counts/PAT (exempt) Employee

X. FISCAL

A. Budgets - new, revised (none)

B. Purchases/Bids

1. Recommend approval be granted to purchase upgraded Fortinet equipment, installation and maintenance for the TIU 11 RWAN from **Integra One** - 7248 Tilghman Street, Suite 120, Allentown, PA 18106. The cost is per PEPPM at an amount not to exceed \$36,715.08. Funding source: General Operating Budget.

C. Special Education Transportation

1. Recommend approval be granted to add special education transportation drivers under Contractor Gilson Transportation, LLC.
  - a. **Sarah Kint** - 400 N. 5<sup>th</sup> Street, Sunbury, PA 17801
  - b. **Gladys Leasure** - 263 Stoney Creek Drive, Apt. 77, Mifflintown, PA 17059
  - c. **Nancy Brackbill** - 1870 Academia Road, Mifflin, PA 17058
2. Recommend approval be granted to add a special education transportation driver under Contractor Beverly Barben.
  - a. **Barbara Barben** - 11565 Old Turnpike Road, Mifflinburg, PA 17844

D. Juniata County Early Childhood Services

1. Recommend approval be granted of the Juniata County Early Childhood Services Actual Expenditure Reports (Federal) for September 2021. (See Attachment #5.)
2. Recommend approval be granted of the Juniata County Early Childhood Services School Readiness Outcomes for Head Start, Early Head Start, and Pre-K Counts. (See Attachment #6.)
3. The Juniata County Early Childhood Services Monthly Report for September 2021 is attached for your information. Information item, no action required. (See Attachment #7.)
4. Sandra A. Dinardi will present information related to Juniata County Early Childhood Services.

XI. PERSONNEL

A. Resignations/Retirements

1. Recommend approval be granted to accept, with regret, the resignation of **Vitalba Vanessa Evola** Mifflintown, PA 17059 as a Full-time Outpatient Therapist - Child/Adolescent Partial Hospitalization Program, effective at the end of the day on September 10, 2021. Ms. Evola was employed by TIU since July 26, 2021.
2. Recommend approval be granted to accept, with regret, the resignation for retirement purposes of **Sandra A. Dinardi** - Huntingdon, PA 16652 as a Full-time Director for Special Education, effective at the end of the day on July 13, 2022. Ms. Dinardi has been employed by TIU since August 25, 1987.

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**B. Leaves of Absence**

1. A Leave of Absence under the Family & Medical Leave Act of 1993 was approved for a full-time employee (FML2021-10-01) using paid leave time, effective on/about October 1, 2021 through on/about October 25, 2021. Information item, no action required.
2. A Leave of Absence under the Family & Medical Leave Act of 1993 was approved for a full-time employee (FML2021-10-02) using paid and unpaid leave time effective on/about January 5, 2022 through on/about May 1, 2022, not to exceed a total of 12 weeks. Information item, no action required.

**C. Transfers/Reassignments/Change in Employment Status, Termination of Employees**

1. Recommend approval be granted of a corrected salary for **Jennifer L. Payne** - Alexandria, PA 16611 in her position of Full-time Teacher - Child/Adolescent Partial Hospitalization Program. Refer to Minutes of 9/9/2021 Board meeting, Item XI-D-12.  
Terms of Employment:  
Assignment: Full-time Teacher - Child/Adolescent Partial Hospitalization Program  
Special Project Child/Adolescent Partial Hospitalization Program (certificated) Employee  
Effective Date: September 7, 2021  
Salary: \$51,664/year (Step 12, Masters)  
Days in Work Year: 183 days/year (7.5 hours/day)  
Benefits: Usual benefits granted to special project certificated employees
2. Recommend approval be granted be granted of a change in assignment for **Cristie L. Miller-Franks** Huntingdon, PA 16652 from a Part-time to a Full-time Early Intervention Paraprofessional/ Personal Care Aide. Ms. Miller-Franks has been employed by TIU since October 15, 2014.  
Terms of Employment:  
Assignment: Full-time Early Intervention Paraprofessional/Personal Care Aide  
Non-certificated (non-professional) Employee Level I.1  
Effective Date: October 18, 2021  
Salary: \$17,274/year - prorated  
Days in Work Year: 181 days/year (7.5 hours/day) - prorated  
Benefits: Usual benefits granted to non-certificated employees

**D. New Employees**

1. Recommend approval be granted to employ a Senior Manager for Home Based Services for Juniata County Early Childhood Services. Effective date is on/about October 18, 2021. The starting salary will be commensurate with experience and to scale with benefits if required by state/federal mandates.
2. Recommend approval be granted to employ a Mental Health Worker - Child/Adolescent Partial Hospitalization Program (special project exempt employee). Effective date is on/about October 18, 2021. The starting salary will be commensurate with experience and to scale with benefits if required by state/federal mandates.

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D. New Employees

3. Recommend approval be granted to employ **Lindsay R. Wagner** - Lewistown, PA 17044 on a provisional basis as a Full-time Behavioral Health Specialist, pending receipt of required clearances and employment paperwork. This is a new position.  
Terms of Employment:  
Assignment: Full-time Behavioral Health Specialist  
Special Project (non-professional) Employee  
Effective Date: October 18, 2021  
Salary: \$53,185/year - prorated  
Days in Work Year: 215 days/year (7.5 hours/day) - prorated  
Benefits: Usual benefits granted to special project employees
4. Recommend approval be granted to employ **Jody A. Jolin** - Jersey Shore, PA 17740 on a provisional basis as a Full-time Business Services Representative for the TIU Community Education & Workforce Services, pending receipt of required clearances and employment paperwork. This is a vacant position.  
Terms of Employment:  
Assignment: Full-time Business Services Representative for the TIU CEWS  
Community Education & Workforce Services (non-certificated) Employee Level 5  
Effective Date: October 4, 2021  
Salary: \$36,966/year - prorated  
Days in Work Year: 12 months/year (7.5 hours/day) - prorated  
Benefits: Usual benefits granted to CEWS employees
5. Recommend approval be granted to employ **Brian K. Fleming** - St. Thomas, PA 17252 on a provisional basis as a Full-time Special Education Instructor for Correctional Education Facilities, pending receipt of required clearances and employment paperwork. This is a vacant position.  
Terms of Employment:  
Assignment: Full-time Special Education Instructor for Correctional Education Facilities  
Certificated (professional) Employee Level 1  
Effective Date: October 11, 2021  
Salary: \$49,292/year - prorated  
Days in Work Year: 188 days/year (7.5 hours/day) - prorated  
Benefits: Usual benefits granted to certificated employees
6. Recommend approval be granted to employ **Clarissa J. Rhodes** - Burnham, PA 17009 on a provisional basis as a Part-time Program Aide for Juniata County Early Childhood Services, pending receipt of required clearances and employment paperwork. This is a vacant position.  
Terms of Employment:  
Assignment: Part-time Program Aide for Juniata County Early Childhood Services  
Special Project Head Start/Early Head Start/Pre-K Counts (non-exempt) Employee  
Effective Date: October 18, 2021  
Salary: \$9.50/hour  
Days in Work Year: 25 to less than 30 hours/week  
Benefits: None unless required by state/federal mandates
7. Recommend approval be granted to employ **Ashlee D. Sunderland** - McVeytown, PA 17051 on a provisional basis as a Full-time Receptionist/Executive Secretary - Child/Adolescent Partial Hospitalization Program, pending receipt of required clearances and employment paperwork. This is a vacant position.  
Terms of Employment:  
Assignment: Full-time Receptionist/Executive Secretary Child/Adolescent PHP  
Special Project Child/Adolescent PHP (non-exempt) Employee Level 3.05  
Effective Date: October 18, 2021  
Salary: \$33,423/year - prorated  
Days in Work Year: 12 months/year (8 hours/day) - prorated  
Benefits: Usual benefits granted to special project employees

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**D. New Employees**

- 8.** Recommend approval be granted to employ **Brenda L. Hutchison** - Lewistown, PA 17044 on a provisional basis as a Part-time Early Intervention Paraprofessional/Personal Care Aide, pending receipt of required clearances and employment paperwork. This is a vacant position.  
Terms of Employment:  
Assignment: Part-time Early Intervention Paraprofessional/Personal Care Aide  
Non-certificated (non-professional) Employee Level I.1  
Effective Date: November 1, 2021  
Salary: \$12.81/hour  
Days in Work Year: 25 to less than 30 hours/week  
Benefits: None unless required by state/federal mandates
- 9.** Recommend approval be granted to employ **Alicia C. Bruno** - Mount Joy, PA 17552 on a provisional basis as a Full-time Analyst Consultant for the Pattan Autism Initiative, pending receipt of required clearances and employment paperwork. This is a vacant position.  
Terms of Employment:  
Assignment: Full-time Analyst Consultant for the Pattan Autism Initiative  
Special Project (non-professional) Employee  
Effective Date: On/about November 15, 2021  
Salary: \$75,000/year - prorated  
Days in Work Year: 12 months/year (8 hours/day) - prorated  
Benefits: Usual benefits granted to special project employees
- 10.** Recommend approval be granted to employ **Jessica L. Scranton** - Pittsburgh, PA 15202 on a provisional basis as a Full-time Analyst Consultant for the Pattan Autism Initiative, pending receipt of required clearances and employment paperwork. This is a vacant position.  
Terms of Employment:  
Assignment: Full-time Analyst Consultant for the Pattan Autism Initiative  
Special Project (non-professional) Employee  
Effective Date: On/about November 22, 2021  
Salary: \$65,000/year - prorated  
Days in Work Year: 12 months/year (8 hours/day) - prorated  
Benefits: Usual benefits granted to special project employees
- 11.** Recommend approval be granted to employ **Kristin M. Buonaccorsi** - Huntingdon, PA 16652 on a provisional basis as a Part-time Early Intervention Paraprofessional/Personal Care Aide, pending receipt of required clearances and employment paperwork. This is a vacant position.  
Terms of Employment:  
Assignment: Part-time Early Intervention Paraprofessional/Personal Care Aide  
Non-certificated (non-professional) Employee Level I.1  
Effective Date: On/about November 12, 2021  
Salary: \$12.81/hour  
Days in Work Year: 25 to less than 30 hours/week  
Benefits: None unless required by state/federal mandates

**E. Supplemental Contracts/Employment, Change in Pay**

- 1.** Recommend approval be granted of a Supplemental Contract for **David N. Miller** - Chambersburg, PA 17202 that in addition to his assignment as Full-time Reading Instructor for Correctional Education Facilities, he serve as a Teacher Mentor (for Brian K. Fleming) effective October 11, 2021 for one year, at an amount not to exceed \$550 to meet and work with the mentee for up to 25 hours throughout the course of the school year. Mr. Miller has been employed by TIU since February 9, 2015. Funding source: Corrections Education.



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E. Supplemental Contracts/Employment, Change in Pay

- 2. Recommend approval be granted of a Supplemental Contract for **Mary T. Anketell** - Elizabethtown, PA 17022 that in addition to her assignment as Full-time Project Manager for Early Intervention Technical Assistance, she provide additional duties managing the Home Visiting Substance Use Disorder Program for the Office of Child Development and Early Learning, effective October 1, 2021 through June 30, 2022 at an amount not to exceed \$2,000. Ms. Anketell has been employed by TIU since July 1, 1993. Funding source: Early Intervention Technical Assistance.

XII. CONFERENCE REQUESTS (none)

XIII. MISCELLANEOUS INFORMATION (information, no action required)

A. Field Trips

- 1. Place: Butcher’s Family Fun Farm  
 Date: October 20, 2021  
 Participants: 4 staff/chaperones and 10 students from the JCECS Explorer Classroom  
 Purpose: Learn about a turkey farm and pick a pumpkin.

B. Student of the Month

The Student of the month for October 2021 is **Bentley Hosler**, a student enrolled in the Juniata County Early Intervention classroom. (See Attachment #8.)

Congratulations are extended to Bentley for being named Student of the Month.

C. Employee Data

<b>July 8, 2021</b>	<b>September 9, 2021</b>
304 Full-time employees	307 Full-time employees
51 Part-time employees	47 Part-time employees
6 Substitutes (Head Start)	6 Substitutes (Head Start)
	1 Temp employee

D. Cabinet Updates

This is an opportunity for Cabinet Members to share information on various projects and activities.

XIV. DATE OF NEXT MEETING

The next regular meeting of the Tuscarora Intermediate Unit Board of Directors is scheduled for **Thursday, November 11, 2021 at 7:00 p.m.**

XV. ADJOURNMENT

Other business.

Adjournment of meeting by the President of the Board of Directors.