

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

AGENDA

Thursday, May 12, 2022 - 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
Katherine R. Hollibaugh - Forbes Road
Linda L. McClure - Mount Union Area
Timothy A. Mellott - Southern Fulton
Dr. Dennis L. Plane - 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.

EXECUTIVE SESSION

Executive Session of the Board of Directors of Tuscarora Intermediate Unit for personnel purposes.

V. MINUTES OF PREVIOUS MEETING

Recommend approval be granted of the minutes of the regular board meeting of April 14, 2022.
(Minutes are posted.)

VI. REPORTS

A. Treasurer's Report

Recommend approval be granted of the Treasurer's Report for April 2022. (See Attachment #1.)

B. Budget Transfers (none)

C. Payment of Bills

Recommend approval be granted of the payment of bills for April 2022. (Printout is posted.)

VII. STAFF PRESENTATION (none)

VIII. TIU BOARD

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

1. Recommend approval be granted for the Tuscarora Intermediate Unit to advertise for Request for Proposals (RFP) for a Board Solicitor. The TIU will solicit proposals from qualified licensed full service law firms to represent the TIU in basic legal matters and litigation, excluding litigation handled by attorneys selected by intermediate unit insurance carriers and other items as designated by the Administration. The Board Solicitor would be appointed in June 2022 for a three year term effective July 1, 2022. (See Attachment #2.)

2. Recommend approval be granted to elect the following board members to the TIU Board of Directors for new three-year terms from July 1, 2022 to June 30, 2025. The respective nominees from the TIU member school districts have been officially elected at one of their local regular board meetings. Copies of the ballots are on file at the TIU office. This action is taken in accordance with provisions of Act 30 of 1980, which permits the election of intermediate unit board members by mail ballot instead of at a formal convention of school directors.

a. Central Fulton School District

Julia E. E. Dovey - 23630 Great Cove Road, McConnellsburg, PA 17233
Mrs. Dovey is an incumbent. She has served on the TIU Board since 12/13/2018.

b. Huntingdon Area School District

Britney N. Rutter - 9841 Sugar Grove Road, Huntingdon, PA 16652
Mrs. Rutter is a new Board member replacing Dr. Dennis L. Plane.

c. Southern Huntingdon County School District

Todd G. Griest - 21902 Shade Valley Road/PO Box 204, Shade Gap, PA 17255
Mr. Griest is an incumbent. He has served on the TIU Board since 05/13/2021.

B. Policy/School Calendars

1. Recommend approval be granted of addendum revisions to the Tuscarora Intermediate Unit 11 Early Intervention Program Health and Safety Plan effective March 14, 2022. (See Attachment #3.)

2. Recommend approval be granted of the first reading of the TIU Board Policy 006.1 - Attendance at Meetings Via Electronic Communications. (See Attachment #4.)

VIII. TIU BOARD

B. Policy/School Calendars

3. Recommend approval be granted to establish a PNC Bank Demand Deposit Account (DDA Account #1092201671) through PNC Bank - PNC Plaza, 300 Fifth Avenue, Pittsburgh, PA 15222. The PNC DDA is being opened in order to meet the requirements of the EasyProcure Procurement Card Program. TIU will transfer funds on a monthly basis into our current PSDLAF - MAX Account 71590 and then funds are transferred into the PNC Demand Deposit Account in order to pay the monthly balance due from the Procurement Card statements. Authorized check signers include TIU Board President, Board Vice President, Board Secretary, Board Treasurer, and TIU Executive Director.
4. Recommend approval be granted of the Tuscarora Intermediate Unit Partial Hospitalization Program calendar for 2022-2023. (See Attachment #5.)
5. Recommend approval be granted of the 2022-2023 TIU Salary increase for Community Education and Workforce Services. (See Attachment #6.)
6. Recommend approval be granted of the 2022-2023 TIU Salary increase for Certified Occupational Therapy Assistants, Psychologists, and Social Workers. (See Attachment #7.)
7. Recommend approval be granted of the 2022-2023 TIU Salary increase for Clerical/Support Staff. (See Attachment #8.)
8. Recommend approval be granted of the 2022-2023 TIU Salary increase for Technology Staff. (See Attachment #9.)
9. Recommend approval be granted to increase the number of days worked per year from 183 to 190, and an increase of \$1,500 to the salary base for the low incidence disability positions as listed. The change is effective July 1, 2022. Funding source: Special Education and Early Intervention.
 - a. Itinerant Teacher for the Deaf or Hearing Impaired (1 FTE)
 - b. Itinerant Teacher of the Visually Impaired (1 FTE)

C. Contracts/Leases

1. Recommend approval be granted of Contracts between Tuscarora Intermediate Unit and the schools listed to provide a maximum of 70 hours of tutoring for not more than 22 students per school at the rate of \$30/hour, not to exceed \$2,100/school. The contracts are effective June 1, 2022 through August 30, 2022. Funding source: Act 89.
 - a. Sacred Heart - 110 North Dorcas Street, Lewistown, PA 17044
 - b. Mifflin County Christian - 5113 Back Maitland Road, McClure, PA 17841
 - c. Belleville Mennonite - 4105 Front Mountain Road, Belleville, PA 17004
 - d. Calvary Christian - 300 Standing Stone Avenue, Huntingdon, PA 16652
 - e. Juniata Christian - 289 Leonard Hill Road, McAlisterville, PA 17049
2. Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **Trifolia**, Attention: Don Houghton - 1203 Willamette Street, Suite 100, Eugene, OR 97401 for development of a course (Prevent-Teach-Reinforce for Families) for Pyramid Model Consortium in Talent LMS that's SCORM packages, video, is interactive, and is connected to the client's e-commerce solutions and sales channels (Brooks MCP). Effective date is May 13, 2022 through September 30, 2022 at an amount not to exceed \$50,000. Funding source: Early Intervention Technical Assistance.

VIII. TIU BOARD

C. Contracts/Leases

3. Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **PA Chapter American Academy of Pediatrics** - Rose Tree Corporate Center II, 1400 North Providence Road, Suite 3007, Media, PA 19063-2043 to provide technical assistance to support physical activity and nutrition improvements for early childhood education programs as they use the online Go NAPSACC self-assessment, resources, prepare an action plan, and develop policies that support improved nutrition and physical activity practices. In addition, a PA AAP/ECELS staff member will participate in the Keystone Kids Go meetings to support collaboration, system planning, and share updates on the project. Effective date is July 1, 2022 through June 30, 2023 at an amount not to exceed \$59,000. Funding source: Community Education & Workforce Services.
4. Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **Caryl Unsel** - PO Box 245, Fairview, PA 16415 to provide College and Career Readiness Standards (CCRS) English Language Arts (ELA) Foundations, Teaching Adults to Read, Beginning and Intermediate Readers or Advanced (development and facilitation), CCRS revisions, and ELA Line of Inquiry development and coaching. Effective date is July 1, 2022 through June 30, 2023 at an amount not to exceed \$7,000. Funding source: Community Education & Workforce Services.
5. Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **Intermediate Unit One**, Attention: Dr. Kristin J. Szewczyk - One Intermediate Unit Drive, Coal Center, PA 15423 to provide College and Career Readiness Standards (CCRS) math foundations, Adult Numeracy Institute (ANI) 2.0 development if applicable, and Test of Basic Education assessment course as needed. Effective date is July 1, 2022 through June 30, 2023 at an amount not to exceed \$8,085. Funding source: Community Education & Workforce Services.
6. Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **Conrad Siegel** - 501 Corporate Circle, Harrisburg, PA 17110 to provide actuarial services in connection with GASB 75 financial reporting requirements for audit purposes. Cost for the service will be \$4,625 for the fiscal year ending June 30, 2022. Funding source: General Operating Budget.
7. Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **Substitute Teacher Service** - 2901 Dutton Mill Road, Suite 200, Aston, PA 19014 for substitute/temporary staffing positions effective July 1, 2022 through June 30, 2024 as listed. Funding source: Districts, Early Intervention, Special Education, and Act 89 Program.

Service Provided	Type	STS Pay Rate	District Bill Rate	Markup
Per Diem Substitute Teacher	Full Day	\$100.00	\$135.00	35%
Substitute Paraeducator	Hourly	\$10.00	\$13.50	35%
Vision/Hearing Screener	Hourly	\$10.25	\$13.84	35%
COTA	Hourly	\$23.13	\$31.23	35%
Occupational Therapy Assistant	Hourly	\$25.71	\$34.71	35%
Substitute Secretary	Hourly	\$12.00	\$16.20	35%
Non-Public Entity Aide	Hourly	\$13.50	\$18.23	35%
ESY Teacher	Hourly	\$30.00	\$40.50	35%
ESY Para/Aide	Hourly	\$11.00	\$14.85	35%

VIII. TIU BOARD

C. Contracts/Leases

- 8.** Recommend approval be granted of a Master Services Agreement between Tuscarora Intermediate Unit and **Healthy Minds Innovations, Inc. (HMI)** - 625 West Washington Avenue, Madison, WI 53703. TIU and HMI desire to offer the Healthy Minds Program Mobile Application to approximately 10,000 Staff of the Early Intervention and Home Visitor programs in Pennsylvania. The 10,000 seat licenses will provide a single individual user a non-exclusive, limited, non-transferable, and royalty-free license to use and access certain content via the Application. Effective date is August 1, 2022 through July 31, 2024. Total reimbursement will be \$81,000, payable as \$45,000 for the first year of service and \$36,000 for the second year of service. Additional responsibilities of HMI are listed. Funding source: Early Intervention Technical Assistance and Home Visiting Grant.
- HMI will provide a custom URL to allow data collection and analysis based on affiliation.
 - The custom URL will allow users to create their accounts and access the Healthy Minds Program app for workplaces.
 - HMI will provide additional marketing/awareness assets to support the program.
 - HMI will add mutually selected well-being measures to the in-app data collection.
 - All enrolled participants will receive invitations to quarterly webinars provided by HMI as part of the program.
 - User support beyond what is provided by TIU/EITA for basic account creation.
- 9.** Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **Glass Erectors, Inc.** - 315 East Main Street, Reynoldsville, PA 15851 to furnish and install the listed items at the Mount Union Early Intervention classroom. Glass erectors, Inc. has been approved as a vendor to perform work on the leased property by the landlord, Mr. Greg Kough. Reimbursement will be at an amount of \$5,896. Effective date is May 13, 2022 through June 30, 2022. Funding source: Federal American Rescue Plan Early Intervention Grant.
- Front Main Entrance - an aluminum storefront door and power supply through Vigilant Security.
 - Interior Entrance Door - new door and frame along with closer, panic hardware, and power supply by Vigilant Security.

D. Vendor Contracts (none)

IX. PROGRAMS

A. New Programs/Changes (none)

B. Job Descriptions

- 1.** Recommend approval be granted of the listed revised job descriptions. (See Attachment #10.)
- a. State & Federal Programs Fiscal Analyst
Non-certificated (non-professional) Employee Level 4.5
 - b. Payroll and Benefits Analyst
Non-certificated (non-professional) Employee Level 4.5
 - c. Payroll and Benefits Support Specialist
Non-certificated (non-professional) Employee Level 4.5
 - d. Evaluation Coordinator for the TIU Community Education & Workforce Services
Community Education & Workforce Services (non-certificated) Employee Level 6.4
 - e. Director of Early Childhood Services
Special Project Head Start/Early Head Start/Pre-K Counts/PAT (exempt) Employee

X. FISCAL

A. Budgets - new, revised

1. Recommended approval be granted of the final adoption of the 2022-2023 Tuscarora Intermediate Unit General Operating Budget in the amount of **\$3,378,047**.

In compliance with Section 914-A(6) (iii), Act 30 of 1980, the following information is to be recorded in the official minutes of the Tuscarora Intermediate Unit Board of Directors regarding the Tuscarora Intermediate Unit General Operating Budget for the 2022-2023 fiscal year. By a proportionate weighted vote of 868 yes votes and 38 no votes, the school directors of the nine member school districts comprising the Tuscarora Intermediate Unit, approved the levies and appropriations for the Tuscarora Intermediate Unit General Operating Budget in the amount of **\$3,378,047**. The vote information was obtained from the ballots cast at each of the individual official member school district board meetings. Resolutions and ballots received from the member school districts are on file at the TIU office.

B. Purchases/Bids

1. Recommend approval be granted to dispose of technology equipment that is obsolete and/or no longer works. (See Attachment #11.)
2. Recommend approval be granted to permanently transfer technology equipment to the Office of Child Development and Early Learning (OCDEL). (See Attachment #12.)
3. Recommend approval be granted to permanently transfer technology equipment to the Pennsylvania Department of Health. (See Attachment #13.)
4. Recommend approval be granted to permanently transfer technology equipment to the New Day Charter School. (See Attachment #14.)
5. Recommend approval be granted to permanently transfer technology equipment to the Tussey Mountain School District. (See Attachment #15.)

C. Special Education Transportation (none)

D. Juniata County Early Childhood Services

1. Recommend approval be granted of the Juniata County Early Childhood Services Actual Expenditure Reports (Federal) for April 2022. (See Attachment #16.)
2. Recommend approval be granted of the Juniata County Early Childhood Services Fall-Winter GOLD Assessment Outcomes (Head Start, Early Head Start, Pre-K Counts). (See Attachment #17.)
3. Recommend approval be granted of the Juniata County Head Start/Early Head Start Organizational Chart. (See Attachment #18.)
4. Recommend approval be granted of the Juniata County Early Childhood Services Selection Criteria. (See Attachment #19.)
5. Recommend approval be granted of the Juniata County Early Childhood Services 2022-2023 Holiday Breaks and Schedule. (See Attachment #20.)
6. Recommend approval be granted of the Juniata County Early Childhood Services Policy - Animals/ Pets in Classrooms and Buildings. (See Attachment #21.)

X. FISCAL

D. Juniata County Early Childhood Services

7. The Juniata County Early Childhood Services Monthly Report for April 2022 is attached for your information. Information item, no action required. (See Attachment #22.)
8. Kelly Zurybida will present information related to Juniata County Early Childhood Services.

XI. PERSONNEL

A. Resignations/Retirements

1. Recommend approval be granted to accept the resignation of **Karly A. Hess** - Lewistown, PA 17044 as a Full-time Speech Therapist, effective at the end of the day on August 17, 2022. Ms. Hess has been employed by TIU since July 6, 2015.
2. Recommend approval be granted to accept the resignation of **Lyla J. Wyland** - Mifflintown, PA 17059 as a Part-time Program Aide for Juniata County Early Childhood Services, effective at the end of the day on April 29, 2022. Ms. Wyland was employed by TIU since April 5, 2022.
3. Recommend approval be granted to accept the resignation of **Amanda K. Cash** - Lititz, PA 17543 as a Full-time Analyst Consultant for the Pattan Autism Initiative, effective at the end of the day on June 17, 2022. Ms. Cash has been employed by TIU since October 7, 2019.
4. Recommend approval be granted to accept the resignation of **Melissa S. Taylor** - Collegeville, PA 19426 as a Full-time Analyst Consultant for the Pattan Autism Initiative, effective at the end of the day on May 20, 2022. Ms. Taylor has been employed by TIU since September 2, 2013.

B. Leaves of Absence (none)

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

1. Recommend approval be granted of a change in assignment for **Rachel J. Baron** - Pittsburgh, PA 15210 from a Full-time Distance Learning Associate for the TIU Community Education & Workforce Services to a Full-time Professional Development Specialist for the TIU Community Education & Workforce Services. Ms. Baron has been employed by TIU since April 20, 2021. This is a vacant position.
Terms of Employment:
Assignment: Full-time Professional Development Specialist for the TIU CEWS
Community Education & Workforce Services (non-certificated) Employee Level 6.3
Effective Date: July 1, 2022
Salary: \$49,128/year
Days in Work Year: 12 months/year (7.5 hours/day)
Benefits: Usual benefits granted to CEWS employees
2. Recommend approval be granted of a change in the number of days worked per year for **Lindsey T. Haubert** - Thompsontown, PA 17094 from 183 to 190 days/year effective July 1, 2022 in her position of Full-time Itinerant Teacher for the Deaf or Hearing Impaired. Ms. Haubert will work an additional seven (7) days during the 2021-2022 fiscal year to be paid at her per diem rate. Ms. Haubert has been employed by TIU since August 8, 2016.
3. Recommend approval be granted of a change in the number of days worked per year for **Abby L. Walters** - State College, PA 16803 from 183 to 190 days/year effective July 1, 2022 in her position of Full-time Itinerant Teacher of the Visually Impaired. Ms. Walters will work an additional seven (7) days during the 2021-2022 fiscal year to be paid at her per diem rate. Ms. Walters has been employed by TIU since August 16, 2021.

XI. PERSONNEL

D. New Employees

1. Recommend approval be granted to employ two (2) Full-time Coordinators of the Pattan Autism Initiative (special project/non-professional) effective on/about May 16, 2022. The starting salary will be commensurate with experience and to scale with benefits as required by state/federal mandates. When the positions are filled, the names will be presented to the TIU Board for approval.
2. Recommend approval be granted to employ a Full-time Occupational Therapist (allied/non-professional) effective on/about May 16, 2022. The starting salary will be commensurate with experience and to scale with benefits as required by state/federal mandates. When the position is filled, the name will be presented to the TIU Board for approval.
3. Recommend approval be granted to employ **Temma J. Border** - Saxton, PA 16678 on a provisional basis as a Full-time Speech Therapist, pending receipt of required clearances and employment paperwork. This is a vacant position.
Terms of Employment:
Assignment: Full-time Speech Therapist
Certificated (professional) Employee Level I
Effective Date: August 1, 2022
Salary: \$46,906/year (Step 1, Master's)
Days in Work Year: 183 days/year (7.5 hours/day)
Benefits: Usual benefits granted to certificated employees

E. Supplemental Contracts/Employment, Change in Pay

1. Recommend approval be granted to Rescind the Supplemental Contract for **Karly A. Hess** Lewistown, PA 17044 to serve as a Teacher Mentor for Abigail L. Knepp effective June 1, 2022 Ms. Hess submitted her resignation and will not be able to fulfill the contractual obligation.
2. Recommend approval be granted of a Supplemental Contract for **Tracy L. Shade** - Lewistown, PA 17044 that in addition to her assignment as Full-time Early Intervention Teacher/ITL, she serve as a Mentor in the Induction Program (for Abigail L. Knepp) effective June 1, 2022 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. Ms. Shade has been employed by TIU since November 30, 2005. Funding source: Special Education/Early Intervention.
3. Recommend approval be granted of a Supplemental Contract for **Kristin L. Shields** - Mount Union, PA 17066 that in addition to her assignment as Full-time Early Intervention Classroom Teacher, she serve as a Mentor in the Induction Program (for Temma J. Border) effective August 1, 2022 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. Ms. Shields has been employed by TIU since October 30, 2018. Funding source: Special Education/Early Intervention.
4. Recommend approval be granted of a Supplemental Contracts for the individuals listed, that in addition to their current assignment, they provide Summer Tutoring for Non-public School Students. Effective date is on/about June 1, 2022 through on/about August 30, 2022 not to exceed 70 hours at the rate of \$30/hour. Funding source: Act 89.
 - a. **Tricia P. Koch** - Lewisburg, PA 17837
 - b. **Jeannette L. Underhill** - McClure, PA 17841
 - c. **Mariah L. Grove** - Mifflin, PA 17058
 - d. **Tara L. Adams** - Lewistown, PA 17044
 - e. **Morgan R. Shirey** - Beaver Spring, PA 17812
 - f. **Laura G. Stuck** - Belleville, PA 17004

XI. PERSONNEL

E. Supplemental Contracts/Employment, Change in Pay

5. Recommend approval be granted of a Supplemental Contract for **Deborah M. Harpster** Reedsville, PA 17084 to assist with training and transition of the new Workforce Programs Coordinator for the TIU Community Education & Workforce Services. Effective date is June 1, 2022 through July 31, 2022 not to exceed 40 hours at the rate of \$32.17/hour. Ms. Harpster has been employed by TIU since July 1, 1989. Funding source: Community Education & Workforce Services.
6. Recommend approval be granted of a Supplemental Contract for **Linda S. Fallon** - Lewistown, PA 17044 to serve as Interim Director of Juniata County Early Childhood Services effective April 25, 2022 through June 30, 2022. Reimbursement at the rate of \$100/day for an amount of \$4,900. Ms. Fallon has been employed by TIU since February 26, 2018. Funding source: Juniata County Early Childhood Services.
7. Recommend approval be granted of a Supplemental Contract for **Kelly A. Showers** - Millerstown, PA 17062 to assist with the transition of Director responsibilities and related program information for Juniata County Early Childhood Services. Effective date is April 25, 2022 through June 3, 2022 not to exceed 100 hours at the rate of \$41.92/hour. Ms. Showers has been employed by TIU since January 28, 2006. Funding source: Juniata County Early Childhood Services.
8. Recommend approval be granted of a Supplemental Contract for **Renee L. Freed** - McAlisterville, PA 17049 that in addition to her assignment as Full-time Teacher-Preschool Pre-K Counts, she work additional days to meet the federal head start requirement for classrooms to provide 1,020 hours. Effective date is June 6, 2022 through June 22, 2022 not to exceed five days (40 hours) at her per diem rate. Ms. Freed has been employed by TIU since February 25, 2011. Funding source: Juniata County Early Childhood Services.
9. Recommend approval be granted of a Supplemental Contract for **Angelique R. Price** - Port Royal, PA 17082 that in addition to her assignment as Full-time Floating Teacher-Preschool Head Start, she work additional hours due to staff shortage. Effective date is May 13, 2022 through May 30, 2022 not to exceed 76 hours at her current hourly rate. Ms. Price has been employed by TIU since September 15, 2020. Funding source: Juniata County Early Childhood Services.
10. Recommend approval be granted of a Supplemental Contract for **Susan E. Byers** - Millerstown, PA 17062 that in addition to her assignment as Full-time Floating Teacher-Preschool Head Start, she work additional hours due to staff shortage. Effective date is May 2, 2022 through June 15, 2022 not to exceed 200 hours at her current hourly rate. Ms. Byers has been employed by TIU since October 22, 2019. Funding source: Juniata County Early Childhood Services.
11. Recommend approval be granted of a Supplemental Contract for **Deanna M. Lukoskie** Millerstown, PA 17062 that in addition to her assignment as Full-time Assistant Teacher/Teacher Aide, she assist with classroom preparation and cleaning for the summer K-camp at Greenwood Elementary. Effective date is July 11, 2022 through July 22, 2022 not to exceed 55 hours at the rate of \$15/hour. Ms. Lukoskie has been employed by TIU since March 16, 2021. Funding source: Juniata County Early Childhood Services/Summer K-camp.
12. Recommend approval be granted of a Supplemental Contract for **Amanda D. Howard** - Richfield, PA 17086 that in addition to her assignment as Full-time Assistant Teacher/Teacher Aide, she assist with classroom preparation and cleaning for the summer K-camp at Juniata Elementary. Effective date is July 11, 2022 through July 29, 2022 not to exceed 120 hours at the rate of \$15/hour. Ms. Howard has been employed by TIU since August 20, 2015. Funding source: Juniata County Early Childhood Services/Covid.

XI. PERSONNEL

E. Supplemental Contracts/Employment, Change in Pay

13. Recommend approval be granted of a Supplemental Contract for **Luke J. Showers** - McAlisterville, PA 17049 that in addition to his assignment as Full-time Teacher-Preschool Pre-K Counts, he work additional hours to plan daily classroom activities and instruction for children preparing to transition into kindergarten for the fall of 2022-2023. Effective date is July 11, 2022 through July 22, 2022 not to exceed 55 hours at the rate of \$25/hour. Mr. Showers has been employed by TIU since July 14, 2017. Funding source: Juniata County Early Childhood Services/PKC.
14. Recommend approval be granted of a Supplemental Contract for **Shannon M. Kauffman** Mifflintown, PA 17059 that in addition to her assignment as Full-time Teacher-Preschool Head Start, she work additional hours to plan daily classroom activities and instruction for children preparing to transition into kindergarten for the fall of 2022-2023. Effective date is July 11, 2022 through July 29, 2022 not to exceed 120 hours at the rate of \$25/hour. Ms. Kauffman has been employed by TIU since September 1, 2015. Funding source: Juniata County Early Childhood Services/Covid.

F. Extended School Year (ESY)

1. Recommend approval be granted for the Tuscarora Intermediate Unit to employ or continue to employ individuals to work on an as needed basis in the Armstrong-Kline court mandated Extended School Year (ESY) Program on a provisional basis as per Act 168. Services will be provided during June, July, and August 2022. Teachers and therapists will be paid at the rate of \$30/hour, and Paraeducators at the rate of \$11/hour. The individuals will not receive benefits except those required by state/federal mandates. The individuals will be employed pending receipt of required clearances and employment paperwork. Funding source: School District.

XII. CONFERENCE REQUESTS (none)

XIII. MISCELLANEOUS INFORMATION (information, no action required)

A. Field Trips

1. Place: Little Buffalo
Date: June 6, 2022
Participants: 3 staff/chaperones and 16 students from the PSG Greenwood Classroom
Purpose: Learn about nature and as a bucket filler reward.

B. Student of the Month

The student of the month for May 2022 is **Anthony Baney**, a student enrolled in the Huntingdon early intervention classroom. (See Attachment #23.)

Congratulations are extended to Anthony for being named student of the month.

C. Correspondence

Letter to Dr. Shawn L. Kovac, Executive Director, from Roberta Binder Heath, Esquire, formally notifying Dr. Kovac and the TIU Board of Directors of her intent to retire July 1, 2022. (See Attachment #24.)

XIII. MISCELLANEOUS INFORMATION (information, no action required)

D. Employee Data

March 10, 2022	April 14, 2022
312 Full-time	317 Full-time
44 Part-time	44 Part-time
7 Substitutes	6 Substitutes
2 Temporary	2 Temporary

E. 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, June 9, 2022 at 7:00 p.m.**

XV. ADJOURNMENT

Other business.

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