

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

AGENDA

Thursday, October 13, 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
Krista L. Reihart - Juniata Valley
Britney N. Rutter - Huntingdon Area
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 8, 2022. (Minutes are posted.)

VI. REPORTS

A. Treasurer's Report

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

B. Budget Transfers (none)

C. Payment of Bills

Recommend approval be granted of the payment of bills for September 2022. (Printout is 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, 2023.

Juniata County School District - **Mark F. Wagner**
Mount Union Area School District - **Linda L. McClure**
Southern Fulton School District - **Timothy A. Mellott**

B. Policy/School Calendars

1. Recommend approval be granted to increase the Substitute Teacher and Substitute Clerical Worker rate to \$130/day effective October 1, 2022.

C. Contracts/Leases

1. Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **Dr. Batya Elbaum** - 5761 SW 47 Street, Miami, FL 33155 to provide a qualitative and quantitative analysis of the results of the Spring 2022 Family Survey and Home Visiting Program Family Survey. Effective date is September 15, 2022 through October 31, 2022. Reimbursement not to exceed \$8,000. Funding source: Early Intervention Technical Assistance.
2. Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **Deanna Lacek Philpott** - 111 Northridge Drive, Pittsburgh, PA 15237 to partner with Slippery Rock University to assist three public school districts in Pennsylvania with enhancing student wellness through quality health and physical education programs and the implementation of the Whole School, Whole Community, Whole Child model. Effective date is July 1, 2022 through June 30, 2023. Reimbursement not to exceed \$65,000. Funding source: Community Education & Workforce Services.

VIII. TIU BOARD

C. Contracts/Leases

3. Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **Temple University**, Attention: Timothy Funk - Institute on Disabilities, 1301 Cecil B. Moore Avenue, Philadelphia, PA 19122 to provide evaluation, curriculum development, and support related to Competence and Confidence: Partners in Policymaking (C2P2) Early Intervention. Effective date is October 15, 2022 through June 30, 2023. Reimbursement not to exceed \$39,299. Funding source: Early Intervention Technical Assistance.
4. Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **Jessica Bush** - 1148 Bodine Road, Chester Springs, PA 19425 to serve as a Provider Coach content expert for Professional Learning Communities, provide coding of video submissions, and support the Coaching Across Setting Initiative. Effective date is October 1, 2022 through June 30, 2023. Reimbursement at the rate of \$60/hour not to exceed 10 hours/week. Funding source: Early Intervention Technical Assistance.
5. Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **Bobbie Goss** - 31 S. Dorcas Street, Suite A, Lewistown, PA 17044 to serve as a Provider Coach content expert for Professional Learning Communities, provide coding of video submissions, and support the Coaching Across Setting Initiative. Effective date is October 1, 2022 through June 30, 2023. Reimbursement at the rate of \$60/hour not to exceed 10 hours/week. Funding source: Early Intervention Technical Assistance.
6. Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **Kelly Windsor** - 600 Victory Garden Drive, Apt. J2, Tallahassee, FL 32301 to provide coding and video data lead, content expert for Professional Learning Communities, development of exemplar library and video for future Family Guided Routines Based Intervention training modules. Effective date is September 1, 2022 through June 30, 2023. Reimbursement at the rate of \$55/hour, not to exceed 20 hours/week. Funding source: Early Intervention Technical Assistance.
7. Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **Ann Hagensick** - 308 4th Street, Waukon, IA 52172 to provide Coaching for two early intervention providers to fidelity as trainee coaches, and six providers for coaching families. Effective date is October 1, 2022 through June 30, 2023. Reimbursement at the rate of \$450/coaching session not to exceed 20 sessions or \$9,000, and two trainee coaches not to exceed \$13,500, for a total contract amount not to exceed \$22,500. Funding source: Early Intervention Technical Assistance.
8. Recommend approval be granted of a Lease Agreement between Tuscarora Intermediate Unit and **Robert and Lizbeth Rowles d/b/a BBB & J Rentals** - 63 Knoll Drive, Mifflin, PA 17058. TIU will lease real estate at 538 East Industrial Drive, Mifflintown, PA 17059 consisting of approximately 6,000 square feet of floor space in the building together with the parking area adjacent to the building. This portion of the property will operate Head Start administrative offices and two classrooms for children enrolled in the Head Start programs. Monthly rental payments for this portion of the property will be \$4,657.50 with a total lease obligation amount of \$279,450. Also, at this location and adjacent to the above property, TIU will lease 5,800 square feet of floor space together with the parking and land area adjacent to the building. This section of the building will operate two Early Intervention (EI) classrooms with EI administrative office space and an additional Head Start related classroom space. Monthly rental payments for this portion of the property will be \$4,502 with a total lease obligation amount of \$270,120. TIU will be responsible for electricity and refuse disposal. The term of this Lease shall be sixty (60) months, for the term of November 1, 2022 through October 31, 2027. Funding source: Head Start and Early Intervention.

D. Contracts/Payments for TIU Revenue Note, Series of 2022 (none)

VIII. TIU BOARD

E. Vendor Contracts

1. Recommend approval be granted of an Agreement between Tuscarora Intermediate Unit and **World Education** - 44 Farnsworth Street, Boston, MA 02210 for TIU to provide Innovating Digital Literacy in Adult Learning (IDEAL) 101 Course Facilitation. Effective date is October 17, 2022 through April 28, 2023. TIU will be reimbursed for up to 45 hours for facilitation at the rate of \$50/hour not to exceed \$2,250.

IX. PROGRAMS

A. New Programs/Changes (none)

B. Job Descriptions

1. Recommend approval be granted of the listed new job description. (See Attachment #2.)
 - a. Digital Copy Writer/Instructor for the TIU CEWS
Community Education & Workforce Services (non-certificated) Employee Level 5
2. Recommend approval be granted of the listed revised job descriptions. (See Attachment #3.)
 - a. Family and Community Engagement Coordinator
Special Project Head Start/Early Head Start/Pre-K Counts/PAT (exempt) Employee
 - b. Assistant Teacher/Teacher Aide
Special Project Head Start/Early Head Start/Pre-K Counts (non-exempt) Employee

X. FISCAL

A. Budgets - new, revised (none)

B. Purchases/Bids

1. Recommend approval be granted to purchase Microsoft Enrollment for Education Solutions (Microsoft EES) from **Lancaster-Lebanon Intermediate Unit 13**, Attention: PA Software Sales, 1020 New Holland Avenue, Lancaster, PA 17601. This is a five year agreement, and 2022-2023 is year four. The total year four cost is \$24,219.20. Pricing is per IU 13 Statewide Software Sales. Funding source: Various TIU programs.
2. Recommend approval be granted to purchase Adobe VIP Academic Creative Cloud for Enterprise Subscription for K-12 for one year from **GovConnection** - 706 Milford Road, Merrimack, NH 03054 at a total cost of \$12,300. Pricing is per IU 13 PA Software Adobe Subscription Agreement. Funding source: Various TIU programs.
3. Recommend approval be granted to purchase Adobe VIP Sign for Enterprise (no proration) Tier 4, 5,000 to 14,999 transactions from **GovConnection** - 706 Milford Road, Merrimack, NH 03054 at a total cost of \$9,000. Pricing is per IU 13 PA Software Adobe Subscription Agreement and the purchase coincides with Adobe VIP Academic Creative Cloud for Enterprise for K-12 subscription. Funding source: Various TIU programs.
4. Recommend approval be granted to purchase OdysseyWare Site License and CTE License Subscription Renewals from **Lincoln Intermediate Unit 12** - PO Box 70, New Oxford, PA 17350 at a total cost of \$19,129.50. Pricing is per IU 12 OdysseyWare Academy. Funding source: Corrections Education.

X. FISCAL

B. Purchases/Bids

5. Recommend approval be granted to purchase a two year subscription for Getty Images Premium Access Account for Still Images from **Getty Images** - 195 Broadway 10th Floor, New York, NY 10007 at a total cost of \$14,400. Pricing is sole source. Funding source: Early Intervention Technical Assistance.

C. Special Education Transportation

1. Recommend approval be granted of a contract addendum for Early Intervention transportation contractor **Dorothy Porter** - 7023 Juniata Valley Pike, Alexandria, PA 16611 for a fuel adjustment effective for the period of September 8, 2022 through June 30, 2023 based on the listed terms. Funding source: Special Education Transportation.
 - Fuel cost that exceeds \$3.50/gallon will be reimbursable by TIU.
 - TIU maintains the per gallon cost of fuel and will calculate the difference based on actual per gallon cost that exceeds \$3.50/gallon.
 - This amount will be in addition to the current approved reimbursement rate of \$1.93/mile with a daily minimum of \$66.13 for the period of July 1, 2022 through June 30, 2023.

D. Juniata County Early Childhood Services

1. Recommend approval be granted of the Juniata County Early Childhood Services Actual Expenditure Reports (Federal) for September 2022. (See Attachment #4.)
2. Recommend approval be granted of the Juniata County Early Childhood Services Annual Self-Assessment Report (See Attachment #5.)
3. Recommend approval be granted of the Juniata County Early Childhood Services Continuous Quality Improvement Plan. (See Attachment #6.)
4. Recommend approval be granted of the Juniata County Early Childhood Services Refunding Grant Application (#03CH011942) in the amount of \$1,307,125 for Head Start, and \$875,978 for Early Head Start.
5. Recommend approval be granted of the Juniata County Early Childhood Services Annual Public Report 2021. (See Attachment #7.)
6. Recommend approval be granted of the Juniata County Early Childhood Services Community Assessment Summary. (See Attachment #8.)
7. The Juniata County Early Childhood Services Monthly Report September 2022 is attached for your information. Information item, no action required. (See Attachment #9.)
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 **Leslie Y. Sanchez** - Port Royal, PA 17082 as a Part-time Interpretative Services Staff, effective at the end of the day on September 14, 2022. Ms. Sanchez was employed by TIU since August 8, 2017.

XI. PERSONNEL

A. Resignations/Retirements

2. Recommend approval be granted to accept the resignation of **Dr. Gordon E. Hall** - State College, PA 16801 as a Full-time Educational Consultant, effective at the end of the day on December 15, 2022. Dr. Hall has been employed by TIU since August 3, 2020.
3. Recommend approval be granted to accept the resignation of **Zachariah S. Stotter** - Middleburg, PA 17842 as a Full-time Business Consultant for the TIU Community Education & Workforce Services, effective at the end of the day on September 30, 2022. Mr. Stotter was employed by TIU since June 27, 2019.
4. Recommend approval be granted to accept the resignation of **Shannon M. Fagan** - Delmont, PA 15626 as a Full-time Early Intervention Technical Assistance Consultant for Early Intervention, effective at the end of the day on October 14, 2022. Ms. Fagan has been employed by TIU since July 1, 2019.
5. Recommend approval be granted to accept the resignation of **Jacquelyn G. Friday** - Flinton, PA 16640 as a Part-time Deaf/Hard of Hearing Mentor for Family Connections for Language and Learning, effective at the end of the day on October 4, 2022. Ms. Friday was employed by TIU since September 25, 2018.

B. Leaves of Absence (none)

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

1. Recommend approval be granted of a corrected salary amount for **Laura G. Stuck** - Belleville, PA 17004 in her position as Full-time Learning Support Teacher and Teacher of Enrichment Students for the Non-public School Program. Ms. Stuck has been employed by TIU since October 6, 2020. Refer to Minutes of 9/8/2022 Board meeting, Item XI-C-12.
Terms of Employment:
Assignment: Full-time Learning Support Teacher and Teacher of Enrichment Students for the Non-public School Program
Certificated (professional) Employee
Effective Date: August 22, 2022
Salary: \$47,306/year - prorated for 152 days (Step 3)
Days in Work Year: 152 days/year (7.5 hours/day)
Benefits: Usual benefits granted to certificated employees
2. Recommend approval be granted of a change in assignment for **Nancy D. Price** - Mifflin, PA 17058 from a Part-time Program Aide to a Full-time Assistant Teacher/Teacher Aide for Juniata County Early Childhood Services. Ms. Price has been employed by TIU since December 6, 2017. This is a vacant position.
Terms of Employment:
Assignment: Full-time Assistant Teacher/Teacher Aide
Special Project Head Start/Early Head Start/Pre-K Counts (non-exempt) Employee
Effective Date: September 1, 2022
Salary: \$11.36/hour
Days in Work Year: 35 hours/week - 42 weeks/year
Benefits: Usual benefits granted to JCECS employees

XI. PERSONNEL

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

- 3.** Recommend approval be granted of a change in assignment for **Sarah L. Wert** - Port Royal, PA 17082 from a Full-time Assistant Family and Community Engagement Specialist to a Full-time Family and Community Engagement Coordinator for Juniata County Early Childhood Services. Ms. Wert has been employed by TIU since June 1, 2010. This is a vacant position.
Terms of Employment:
Assignment: Full-time Family and Community Engagement Coordinator
Special Project Head Start/Early Head Start/Pre-K Counts/PAT (exempt) Employee
Effective Date: September 19, 2022
Salary: \$40,000/year - prorated
Days in Work Year: 12 months/year (8 hours/day) - prorated
Benefits: Usual benefits granted to JCECS employees
- 4.** Recommend approval be granted of a demotion for **Staci L. Van Art** - Burnham, PA 17009 from a Full-time Distance Learning Instructor/Case Manager to a Full-time Digital Copy Writer/Instructor for the TIU Community Education & Workforce Services. The demotion is due to a reduction in funding. Ms. Van Art has been employed by TIU since October 6, 2003.
Terms of Employment:
Assignment: Full-time Digital Copy Writer/Instructor for the TIU CEWS
Community Education & Workforce Services (non-certificated) Employee Level 5
Effective Date: October 14, 2022
Salary: No change in salary
Days in Work Year: 12 months/year (7.5 hours/day) - prorated
Benefits: Usual benefits granted to CEWS employees
- 5.** Recommend approval be granted of a change in assignment for **Ashley N. Tate** - Reedsville, PA 17084 from a Full-time Early Childhood Specialist to a Full-time Home Based Specialist for Juniata County Early Childhood Services. Ms. Tate has been employed by TIU since September 28, 2020. This is a vacant position.
Terms of Employment:
Assignment: Full-time Home Based Specialist
Special Project Head Start/Early Head Start/Pre-K Counts/PAT (non-exempt) Employee
Effective Date: October 16, 2022
Salary: \$46,000/year - prorated
Days in Work Year: 12 months/year (8 hours/day) - prorated
Benefits: Usual benefits granted to JCECS employees

D. New Employees

- 1.** Recommend approval be granted to employ **Tammy von Mansberg** - Cassville, PA 16623 on a provisional basis as a Full-time Mental Health Worker - Child/Adolescent Partial Hospitalization Program, pending receipt of required clearances and employment paperwork. This is a vacant position.
Terms of Employment:
Assignment: Mental Health Worker - Child/Adolescent Partial Hospitalization Program
Special Project Child/Adolescent Partial Hospitalization Program (exempt) Employee
Effective Date: September 26, 2022
Salary: \$53,185/year - prorated
Days in Work Year: 215 days/year (7.5 hours/day) - prorated
Benefits: Usual benefits granted to special project PHP employees

XI. PERSONNEL

D. New Employees

- 2.** Recommend approval be granted to employ **Jennifer L. Mellott** - Mifflintown, PA 17059 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
Special Project Head Start/Early Head Start/Pre-K Counts (non-exempt) Employee
Effective Date: October 17, 2022
Salary: \$10.50/hour
Days in Work Year: 25 to less than 30 hours/week (38 weeks/year)
Benefits: None unless required by state/federal mandates
- 3.** Recommend approval be granted to employ **Rachel A. Rausher** - Howard, PA 16841 on a provisional basis as a Full-time Workforce Specialist 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 Workforce Specialist for the TIU CEWS
Community Education & Workforce Services (non-certificated) Employee Level 5
Effective Date: September 28, 2022
Salary: \$38,445/year - prorated
Days in Work Year: 12 months/year (7.5 hours/day) - prorated
Benefits: Usual benefits granted to CEWS employees
- 4.** Recommend approval be granted to employ **Katelyn A. Sheetz** - Reedsville, PA 17084 on a provisional basis as a Full-time State & Federal Programs Fiscal Analyst, pending receipt of required clearances and employment paperwork. This is a vacant position.
Terms of Employment:
Assignment: Full-time State & Federal Programs Fiscal Analyst
Non-certificated (non-professional) Employee Level 4.5
Effective Date: September 26, 2022
Salary: \$43,250/year - prorated
Days in Work Year: 12 months/year (8 hours/day) - prorated
Benefits: Usual benefits granted to non-certificated employees
- 5.** Recommend approval be granted to employ **Tori N. Unangst** - Mill Creek, PA 17060 on a provisional basis as a Full-time Mental Health Worker - Child/Adolescent Partial Hospitalization Program, pending receipt of required clearances and employment paperwork. This is a vacant position.
Terms of Employment:
Assignment: Mental Health Worker - Child/Adolescent Partial Hospitalization Program
Special Project Child/Adolescent Partial Hospitalization Program (exempt) Employee
Effective Date: October 3, 2022
Salary: \$53,185/year - prorated
Days in Work Year: 215 days/year (7.5 hours/day) - prorated
Benefits: Usual benefits granted to special project PHP employees

XI. PERSONNEL

D. New Employees

6. Recommend approval be granted to employ **Lori M. Gunsallus** - Mill Hall, PA 17751 on a provisional basis as a Full-time Business Solutions 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 Solutions Representative for the TIU CEWS
Community Education & Workforce Services (non-certificated) Employee Level 5
Effective Date: October 17, 2022
Salary: \$38,445/year - prorated
Days in Work Year: 12 months/year (7.5 hours/day) - prorated
Benefits: Usual benefits granted to CEWS employees

7. Recommend approval be granted to employ **Krista D. Garner** - James Creek, PA 16657 on a provisional basis as a Full-time Special Education and Life Skills 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 & Life Skills Instructor for Correctional Ed. Facilities
Certificated (professional) Employee Level I
Effective Date: November 1, 2022
Salary: \$54,835/year - prorated (Step 7, Master's+)
Days in Work Year: 188 days/year (7.5 hours/day) - prorated
Benefits: Usual benefits granted to certificated employees

8. Recommend approval be granted to employ **Elizabeth N. Kuschke** - Harveys Lake, PA 18618 on a provisional basis as a Full-time Early Intervention Technical Assistance Consultant for Early Intervention, pending receipt of required clearances and employment paperwork. This is a vacant position.
Terms of Employment:
Assignment: Full-time Early Intervention Technical Assistance Consultant for Early Intervention
Special Project (non-professional) Employee
Effective Date: January 1, 2023
Salary: \$96,946/year - prorated
Days in Work Year: 12 months/year (8 hours/day) - prorated
Benefits: Usual benefits granted to special project employees

9. Recommend approval be granted to employ **Dana C. Varner** - Lewistown, PA 17044 on a provisional basis as a Substitute Secretary/Receptionist, pending receipt of required clearances and employment paperwork.
Terms of Employment:
Assignment: Substitute Secretary/Receptionist
Non-certificated (non-professional) Employee
Effective Date: October 17, 2022
Salary: \$130/day or \$65/half-day
Days in Work Year: Substitute as needed
Benefits: None unless required by state/federal mandates

XI. PERSONNEL

D. New Employees

- 10.** Recommend approval be granted to employ **Lisa M. Hubler** - Lewistown, PA 17044 on a provisional basis as a Substitute Secretary/Receptionist, pending receipt of required clearances and employment paperwork. Ms. Hubler was previously employed by TIU from November 18, 2002 through September 9, 2016.
Terms of Employment:
Assignment: Substitute Secretary/Receptionist
Non-certificated (non-professional) Employee
Effective Date: October 17, 2022
Salary: \$130/day or \$65/half-day
Days in Work Year: Substitute as needed
Benefits: None unless required by state/federal mandates
- 11.** Recommend approval be granted to employ **Brya L. Rahn** - Ickesburg, PA 17037 on a provisional basis as a Full-time PAT-Parent Educator for Juniata County Early Childhood Services, pending receipt of required clearances and employment paperwork. This is a vacant position.
Terms of Employment:
Assignment: Full-time PAT-Parent Educator
Special Project Head Start/Early Head Start/Pre-K Counts (non-exempt) Employee
Effective Date: November 1, 2022
Salary: \$26,894.40/year - prorated
Days in Work Year: 12 months/year (8 hours/day) - prorated
Benefits: Usual benefits granted to JCECS employees
- 12.** Recommend approval be granted to employ **April L. Williams** - Bellefonte, PA 16823 on a provisional basis as a Full-time Business Solutions 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 Solutions Representative for the TIU CEWS
Community Education & Workforce Services (non-certificated) Employee Level 5
Effective Date: October 17, 2022
Salary: \$36,269/year - prorated
Days in Work Year: 12 months/year (7.5 hours/day) - prorated
Benefits: Usual benefits granted to CEWS employees

E. Supplemental Contracts/Employment, Change in Pay

- 1.** Recommend approval be granted of a change in pay for **Jennifer L. Conaway** - Reedsville, PA 17084 in her position as Full-time Senior Manager for Home Based Services for Juniata County Early Childhood Services. The increase is due to recent Family Supports (PAT grant) expansion funding and county CYS funding agreement deliverables. Ms. Conaway has been employed by TIU since May 14, 2019.
Terms of Employment:
Assignment: Full-time Senior Manager for Home Based Services
Special Project Head Start/Early Head Start/Pre-K Counts/PAT (exempt) Employee
Effective Date: July 1, 2022
Salary: \$55,000/year
Days in Work Year: 12 months/year (8 hours/day)
Benefits: Usual benefits granted to JCECS employees

XI. PERSONNEL

E. Supplemental Contracts/Employment, Change in Pay

2. Recommend approval be granted of a Supplemental Contract for **Lora A. Palmer** - Todd, PA 16685 that in addition to her assignment as Full-time Special Education Instructor for Correctional Education Facilities, she serve as a Mentor for Krista D. Garner effective November 1, 2022 for one half year, at an amount not to exceed \$275 to meet and work with the mentee for up to 12.5 hours. Ms. Palmer was previously employed by TIU from August 13, 2012 through August 3, 2015, and since March 30, 2016. Funding source: Corrections Education.
3. Recommend approval be granted of Supplemental Contracts for individuals to provide after-hours facilitation of two seven-week sessions of the Strengthening Families Program. Effective date is October 3, 2022 through June 30, 2023, not to exceed 84 hours/individual at the listed rates. Overtime will be paid as required. Funding source: Community Education & Workforce Services.
 - a. **Jill R. Rowe** - Lewistown, PA 17044 - \$22.66/hour
 - b. **Keith D. Mernin**- Belleville, PA 17004 - \$22.24/hour
 - c. **Susan K. Stringer**- McVeytown, PA 17051 - \$20.05/hour
 - d. **Mary Aleta Kammerer** - Milroy, PA 17063 - \$25.75/hour
4. Recommend approval be granted of a Supplemental Contract for **Stacey J. Miller** - Cassville, PA 16623 that in addition to her assignment as Full-time Teacher-Child/Adolescent Partial Hospitalization Program, she serve as a Mentor in the Induction Program (for Amanda L. Morningstar) effective October 3, 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. Miller has been employed by TIU since September 7, 2021.

XII. CONFERENCE REQUESTS (none)

XIII. MISCELLANEOUS INFORMATION (information, no action required)

A. Field Trips

1. Place: Butcher's Family Fun Farm
Date: October 31, 2022
Participants: 4 staff/chaperones and 17 students from the JCECS Explorer Classroom
Purpose: See how pumpkins grow, and experience the hay climb, corn box, and animals.

B. Student of the Month

The Student of the month for October 2022 is **Evie Fornwalt**, a student enrolled in the Juniata County Early Intervention classroom. (See Attachment #10.)

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

C. Publicity

The Computer Science Teachers Association (CSTA) announced that Jigar J. Patel, Coordinator of Innovation and Special Projects, is one of 20 individuals selected to participate in the 2022-2023 Equity Fellowship. The year-long program will provide leadership development opportunities to fellows and support them in developing ongoing peer-to-peer professional learning experiences focused on addressing issues of equity in the computer science classrooms for CSTA members. Congratulations are extended to Mr. Patel. (See Attachment #11.)

XIII. MISCELLANEOUS INFORMATION (information, no action required)

D. Employee Data

July 14, 2022	September 8, 2022
307 Full-time	307 Full-time
44 Part-time	44 Part-time
6 Substitutes	6 Substitutes
1 Temporary	1 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, November 10, 2022 at 7:00 p.m.**

XV. ADJOURNMENT

Other business.

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