

**Tuscarora Intermediate Unit
Board of Directors' Meeting****AGENDA****Thursday, November 14, 2024 - 7:00 p.m.****REGULAR BOARD MEETING****I. CALL TO ORDER - PRESIDENT OF THE BOARD****II. ROLL CALL OF BOARD MEMBERS**

Jason C. Carbaugh - Central Fulton
Zeb I. Harshbarger - Mifflin County
Katherine R. Hollibaugh - Forbes Road
Linda L. McClure - Mount Union Area
Timothy A. Mellott - Southern Fulton
Krista L. Reihart - Juniata Valley
Kylee Ruiz - Southern Huntingdon County
Britney N. Rutter - Huntingdon Area
Martha Jane Shirk - 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 October 10, 2024.
(Minutes are posted.)

VI. REPORTS**A. Treasurer's Report**

Recommend approval be granted of the Treasurer's Report for October 2024. (See Attachment #1.)

B. Budget Transfers (none)**C. Payment of Bills**

Recommend approval be granted of the payment of bills for October 2024. (Printout is posted.)

VII. STAFF PRESENTATION (none)

VIII. TIU BOARD

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

1. Recommend approval be granted to adopt **Resolution 2024-01** to approve rescission of the Pennsylvania Association of Intermediate Units Network (PAIUnet) Bylaws and Agreement to dissolve PAIUnet Intergovernmental Cooperation Agreement. In October 2024, PAIUnet Council approved the rescission of the PAIUnet Bylaws and a Dissolution Agreement to conclude the activities of PAIUnet by June 2026. (See Attachment #2.)

B. Policy/School Calendars

1. Recommend approval be granted of the first reading of TIU Revised Board Policy 104 Discrimination/Harassment Affecting Staff. (See Attachment #3.)
2. Revised Administrative Regulations are attached for your information. Information item, no action required. (See Attachment #4.)
 - a. 104 AR-2 Discrimination Complaint Procedures
 - b. 104 AR-3 Grievance Procedures
 - c. 333 AR-0 Professional Development
 - d. 333 AR-1 Professional Development
3. Recommend approval be granted of the listed Staff Incentive Payments. Amounts will be applicable for staff that have been hired since January 1, 2024. Funding source: Additional supplemental funding Head Start/Early Head Start/Pre-K Counts/Parents as Teachers. (See Attachment #5.)
 - a. Staff Retention Incentives - \$4,000 (12 month) - \$3,000 (9-10 month)
 - b. New Hire Staff Sign-on Incentive - \$1,500 (Mgr./Teacher/Home Visitor) - \$800 (Support Staff)
 - c. Staff Employment Referral Incentive (current employees referring a new hire) - \$250
 - d. Administrative/Managers Performance Incentive - \$1,000
4. Recommend approval be granted of the Head Start/Early Head Start/Pre-K Counts/PAT Salary Bands based on the Wage Comparability Survey completed by TIU. Effective date is January 1, 2025. (See Attachment #6.)
5. Recommend approval be granted of the Head Start/Early Head Start/Pre-K Counts/PAT Salary Adjustments for current staff based on the Salary Bands. Effective date is January 1, 2025. Funding Source: Additional funds generated through the approved Federal Head Start Enrollment Reduction Change in Scope for January 1, 2025. (See Attachment #7.)

VIII. TIU BOARD

C. Contracts/Leases

1. Recommend approval be granted an Electricity Supply Agreement between Tuscarora Intermediate Unit and **Constellation New Energy, Inc.** - 1001 Louisiana Street, Constellation Suite 2300, Houston, TX 77002 for Penelec accounts at the listed locations. Effective date is July 1, 2025 through July 1, 2027 at the rate of \$0.05925 per kWh (kilowatt hour). Funding source: Special Education, GOB, Community Education & Workforce Services, and Early Intervention.
 - TIU Main Office McVeytown
 - Huntingdon EI Classroom
 - Mont Union EI Classroom
 - Community Education & Workforce Services Main Office Lewistown

VIII. TIU BOARD

C. Contracts/Leases

2. Recommend approval be granted an Electricity Supply Agreement between Tuscarora Intermediate Unit and **BP Energy Retail Company, LLC** - 201 Helios Way, Houston, TX 77079 for PPL accounts at the listed locations. Effective date is July 1, 2025 through July 1, 2027 at the rate of \$56.08 per MWh (Megawatt hour). Funding source: Head Start, Early Head Start, Pre-K Counts, Parents as Teachers, Early Intervention.
 - Juniata County Early Childhood Services (JCECS)
 - Juniata County EI Classroom
 - JCECS Pre-K Counts Classroom - Richfield
3. Recommend approval be granted to Extend the Lease Agreement between Tuscarora Intermediate Unit and **Compass Community Connections, Inc.** for temporary rental of additional administrative office space at 31 South Dorcas Street, Lewistown, PA 17044. Effective date is July 1, 2023 through July 31, 2024. The extension is effective August 1, 2024 through December 31, 2024. Reimbursement at the rate of \$148.75/month. Funding source: Special Education Core. Refer to Minutes of 5/12/2023 Board meeting, Item VIII-C-1.
4. Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **Rain Public Planning, LLC**, Attention: Garret L. Rain - 127 West High Street, Apt. 101, Elizabethtown, PA 17022 to provide PCCD Compliant Site Assessments for TIU with Emergency Operations Plan (EOP) update to include site security and policy assessment report and EOP update. Effective date is October 28, 2024. Reimbursement not to exceed \$4,814. Funding source: General Operating Budget/Safe Schools Grant.
5. Recommend approval be granted of an Affiliation Agreement between Tuscarora Intermediate Unit and **Shippensburg University** - 1871 Old Main Drive, Shippensburg, PA, 17257 to host observation hours, internship, and student teaching experiences for mutually agreed upon undergraduate students for a period of five years from November 2024 through November 2029. Individual hours and internship lengths will vary. All students will obtain required clearances.
6. Recommend approval be granted of a revised Subrecipient Agreement between Tuscarora Intermediate Unit and **Erie Public Schools** - 148 West 21st Street, Erie, PA 16502 to maintain a full-time wellness coordinator to implement the School-Based Interventions to Promote Equity and Improve Health, Academic Achievement, and Well-Being of Students Centers for Disease Control and Prevention grant (WSCC grant) framework in district schools and support staff participation in the district wellness council. Effective date is July 1, 2024 through June 30, 2025. Reimbursement not to exceed \$218,250. The revision includes additional services and an increased reimbursement amount. Funding Source: CEWS/Department of Health School Wellness Project. Refer to Minutes of 6/13/2024 Board meeting, Item VIII-C-12.
7. Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **Sandra A. Dinardi** - 11755 Nikki Lane, Huntingdon, PA 16652 to provide consultation and technical assistance services to the Special Education Department. Effective date is November 15, 2024 through August 30, 2025. Reimbursement at the rate of \$75/hour not to exceed 20 hours, plus related travel expenses. Funding source: Special Education.
8. Recommend approval be granted of a Contract between Tuscarora Intermediate Unit and **Rupert Landscape** - 110 Maple Drive, Centre Hall, PA 16828 to provide labor, materials, tools, equipment, and insurance to complete landscaping at the TIU office in McVeytown. Effective date is November 18, 2024 through completion of the project as outlined in the proposal. Reimbursement at an amount not to exceed \$24,787. Funding source: Capital Projects.

D. Contracts/Payments for TIU Revenue Note, Series of 2022

1. Recommend approval be granted of the capital project Treasurer's Report. (See Attachment #8.)
2. Recommend approval be granted of the capital project payments of bills. (See Attachment #9.)

VIII. TIU BOARD

D. Contracts/Payments for TIU Revenue Note, Series of 2022

3. Recommend approval be granted of the listed capital project payments. (See Attachment #10.)
 - a. HHSDR. - \$1,662.50
 - b. HRI, Inc. - \$95,101.75
 - c. Eastern Air Balance Corporation - \$9,200
 - d. Allied Mechanical & Elec., Inc. - \$44,654.40
 - e. Fidevia - \$9,100 (October)
 - f. eciConstruction, LLC - \$71,939.22

E. Vendor Contracts

1. Recommend approval be granted of a Contract Modification to Contract Form between Tuscarora Intermediate Unit and **Central Pennsylvania Workforce Development Corporation** to extend the current Business Solutions contract for the period of July 1, 2024 through June 30, 2025. TIU will be reimbursed a maximum of \$865,861.
2. Recommend approval be granted of a Contract Modification to Contract Form between Tuscarora Intermediate Unit and **Central Pennsylvania Workforce Development Corporation** to extend the current Title I Adult and Dislocated Worker Services contract for the period of July 1, 2024 through June 30, 2025. TIU will be reimbursed a maximum of \$357,554.

IX. PROGRAMS

A. New Programs/Changes (none)

B. Job Descriptions

1. Recommend approval be granted of the listed new job description. (See Attachment #11.)
 - a. **Receptionist/LPN/Executive Secretary - Child/Adolescent Partial Hospitalization Program**
Special Project Child/Adolescent Partial Hospitalization Program (non-exempt) Employee

X. FISCAL

A. Budgets - new, revised

1. Recommend approval be granted of the 2024-2025 Program and Services Budgets and related operation of those Programs in the amount of \$45,910,843. (See Attachment #12.)

B. Purchases/Bids (none)

C. Special Education Transportation

1. Recommend approval be granted to add the listed driver for Contractor William Gilson.
 - a. **Christina M. Jones** - 440 Red Rock Road, Mifflintown, PA 17059

D. Juniata County Early Childhood Services

1. Recommend approval be granted of the listed items for Juniata County Early Childhood Services.
 - a. **Federal Actual Expenditure Reports** (See Attachment #13.)
 - b. **Policy - Health and Safety Protocol and Reporting** (See Attachment #14.)
 - c. **Organizational Chart** (See Attachment #15.)

X. FISCAL

D. Juniata County Early Childhood Services

2. The Juniata County Early Childhood Services Monthly Report is attached for your information. Information item, no action required. (See Attachment #16.)
3. 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 **Lyndsey A. Wilson** - Lewistown, PA 17044 as a Full-time Case Manager Youth Projects for the TIU Community Education & Workforces Services, effective at the end of the day on November 4, 2024. Ms. Wilson was employed by TIU since 2/6/2024.
2. Recommend approval be granted to accept the resignation of **Crystal L. Hand** - Carlisle, PA 17015 as a Part-time Parent Mentor for Family Connections for Language and Learning, effective at the end of the day on October 25, 2024. Ms. Hand was employed by TIU since 2/18/2014.
3. Recommend approval be granted to accept the resignation for retirement purposes of **Kathy D. Clark** - Shirleysburg, PA 17260 as a Full-time Executive Secretary to the Director for Curriculum and Professional Development, effective at the end of the day on January 3, 2025. Ms. Clark has been employed by TIU since 10/21/1986.
4. Recommend approval be granted to accept the resignation of **Stacy L. Horne** - Shirleysburg, PA 17260 as a Full-time Mathematics Instructor for Correctional Education Facilities, effective at the end of the day December 31, 2024. Mr. Horne has been employed by TIU since 8/16/2021.
5. Recommend approval be granted to accept the resignation of **Laura Shope** - McVeytown, PA 17051 as a Temporary Part-time Health Manager and Nutrition Specialist for Juniata County Early Childhood Services, effective at the end of the day on November 5, 2024. Ms. Shope was employed by TIU since 9/11/2024.

B. Leaves of Absence

1. Recommend approval be granted of a Leave of Absence without Pay under the Family & Medical Leave Act of 1993 for **Laura G. Powell** - Belleville, PA 17004 in her position of Full-time Learning Support Teacher and Teacher of Enrichment Students for the Non-public School Program, effective February 18, 2025 through August 1, 2025 for a total of 56 days unpaid. Ms. Powell has been employed by TIU since 10/6/2020.
2. Recommend approval be granted of a Leave of Absence without Pay under the Family & Medical Leave Act of 1993 for **Chelsea R. DeLeo** - Peckville, PA 18452 in her position of Full-time Manager for Professional Learning Opportunities Project, effective November 7, 2024 through February 3, 2025 for a total of 38 days unpaid. Ms. DeLeo has been employed by TIU since 6/27/2019.
3. Recommend approval be granted of a Leave of Absence without Pay under the Family & Medical Leave Act of 1993 for **Anna E. Wisner** - McAlisterville, PA 17059 in her position of Full-time Speech Therapist, using intermittent leave effective October 14, 2024 through on/about February 26, 2025 for approximately 31.5 days unpaid. Ms. Wisner has been employed by TIU since 1/11/2023.
4. Recommend approval be granted of a Leave of Absence without Pay under the Family & Medical Leave Act of 1993 for **Katelyn M. Oser** - Huntingdon, PA 16652 in her position of Full-time Early Intervention Classroom Teacher, using intermittent leave effective September 19, 2024 through on/about November 30, 2024 for approximately 15 days unpaid. Ms. Oser has been employed by TIU since 2/24/2020.

XI. PERSONNEL

B. Leaves of Absence

5. A Leave of Absence under the Family & Medical Leave Act of 1993 was approved for one full-time employee using paid and/or unpaid leave, not to exceed 12 weeks. Information item, no action required.
 - a. FML2024-11-01 effective on/about 12/9/2024 through on/about 1/27/2025

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

1. Recommend approval be granted of an increase in hours for **Amie C. Bard** - Thompsettown, PA 17094 in her position of Full-time Family Services Worker for Juniata County Early Childhood Services. Ms. Bard has been employed by TIU since 9/6/2023.
Terms of Employment:
Assignment: Full-time Family Services Worker
Special Project Head Start/Early Head Start/Pre-K Counts/PAT (non-exempt) Employee
Effective Date: November 1, 2024
Salary: \$15.30/hour (no change in hourly rate)
Days in Work Year: 40 weeks/year (40 hours/week) - prorated
Benefits: Usual benefits granted to JCECS employees
2. Recommend approval be granted of a change in assignment for **Ashlee D. Sunderland** McVeytown, PA 17051 from a Full-time Receptionist/Executive Secretary - Child/Adolescent Partial Hospitalization Program to a Full-time Receptionist/LPN/Executive Secretary - Child/Adolescent Partial Hospitalization Program. Ms. Sunderland has been employed by TIU since 10/18/2021.
Terms of Employment:
Assignment: Full-time Receptionist/LPN/Executive Secretary - Child/Adolescent PHP
Special Project Child/Adolescent Partial Hospitalization Program (non-exempt) Employee
Effective Date: November 15, 2024
Salary: \$40,000/year - prorated
Days in Work Year: 215 days/year (8 hours/day) - prorated
Benefits: Usual benefits granted to special project employees

D. New Employees

1. Recommend approval be granted to employ **Julie K. DiStefano** - Lititz, PA 17543 on a provisional basis as a Part-time Communications 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: Part-time Communications Specialist for the TIU CEWS
Community Education & Workforce Services (non-certificated) Employee Level 6.1
Effective Date: October 22, 2024
Salary: \$25.07/hour
Days in Work Year: 10 to less than 20 hours/week (52 weeks/year)
Benefits: None unless required by state/federal mandates
2. Recommend approval be granted to employ **Shelley Merrell** - Huntingdon, PA 16652 on a provisional basis as a Full-time Early Intervention Classroom Teacher, pending receipt of required clearances and employment paperwork. This is a vacant position.
Terms of Employment:
Assignment: Full-time Early Intervention Classroom Teacher
Certificated (professional) Employee Level I
Effective Date: November 4, 2024
Salary: \$49,796/year (Step 1, Bachelors) - prorated
Days in Work Year: 185 days/year (7.5 hours/day) - prorated
Benefits: Usual benefits granted to certificated employees

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D. New Employees

3. Recommend approval be granted to employ **Mikayla Cummings** - Huntingdon, PA 16652 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: January 2, 2025
Salary: \$54,100/year (Step 2, Masters) - prorated
Days in Work Year: 185 days/year (7.5 hours/day) - prorated
Benefits: Usual benefits granted to certificated employees
4. Recommend approval be granted to employ **Tricia Farine** - Petersburg, PA 16669 on a provisional basis as a Support Staff Substitute, pending receipt of required clearances and employment paperwork. This is a vacant position.
Terms of Employment:
Assignment: Support Staff Substitute
Special Project (non-professional) Employee
Effective Date: November 6, 2024
Salary: \$15/hour
Days in Work Year: As needed Substitute
Benefits: None unless required by state/federal mandates
5. Recommend approval be granted to employ **Jessica Sheaffer** - Lewistown, PA 17044 on a provisional basis as a Full-time Data Specialist 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 Data Specialist
Special Project Head Start/Early Head Start/Pre-K Counts/PAT (non-exempt) Employee
Effective Date: November 20, 2024
Salary: \$15/hour
Days in Work Year: 40 hours/week - 40 weeks; 32 hours/week - 12 weeks
Benefits: Usual benefits granted to JCECS employees
6. Recommend approval be granted to employ **Laikan Replogle** - Hopewell, PA 16650 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 I
Effective Date: January 2, 2025
Salary: \$59,338/year (Step 8, Masters) - prorated
Days in Work Year: 188 days/year (7.5 hours/day) - prorated
Benefits: Usual benefits granted to certificated employees
7. Recommend approval be granted to employ **Terri L. Shultz** - Tyrone, PA 16686 on a provisional basis as a Part-time Regional Coordinator of Parent to Parent of Pennsylvania, pending receipt of required clearances and employment paperwork.
Terms of Employment:
Assignment: Part-time Regional Coordinator of Parent to Parent of Pennsylvania
Special Project (non-professional) Employee
Effective Date: November 20, 2024
Salary: \$20/hour
Days in Work Year: 20 to less than 25 hours/week (52 weeks/year)
Benefits: None unless required by state/federal mandates

XI. PERSONNEL

E. Supplemental Contracts/Employment, Change in Pay

1. Recommend approval be granted of a Supplemental Contract for **Nalini Kowalski** - Huntingdon, PA 16652 that in addition to her assignment as Full-time Early Intervention Classroom Teacher-ITL, she serve as a Mentor in the Induction Program (for Shelley Merrell) effective November 4, 2024 for two years, at an amount not to exceed \$1,100 to meet and work with the mentee for up to 50 hours throughout the course of the program. \$550 will be paid at the end of the first year, and the remaining balance will be paid upon completion of the induction program and submission of the required paperwork. Ms. Kowalski has been employed by TIU since 12/12/2003. Funding source: Early Intervention and Special Education.
2. Recommend approval be granted of a Supplemental Contract for **Allison N. Solt** - Lewistown, PA 17044 that in addition to her assignment as Full-time Early Intervention/Speech & Language Service Coordinator, she serve as a Mentor in the Induction Program (for Mikayla Cummings) effective January 2, 2025 for two years, at an amount not to exceed \$1,100 to meet and work with the mentee for up to 50 hours throughout the course of the program. \$550 will be paid at the end of the first year, and the remaining balance will be paid upon completion of the induction program and submission of the required paperwork. Ms. Solt was previously employed by TIU from 7/1/2010 through 3/28/2012 and since 1/5/2015. Funding source: Early Intervention and Special Education.
3. Recommend approval be granted of a Supplemental Contract for **Janelle E. Ward** - Spring Run, PA 17262, that in addition to her assignment as Full-time Social Worker/Mental Health Professional, she provide QBS Safety Care Training to school district and early intervention staff. Effective date is November 15, 2024 through August 31, 2025. Reimbursement at per diem rate not to exceed 10 days. Ms. Ward has been employed by TIU since 9/26/2022. Funding source: Early Intervention and Special Education.
4. Recommend approval be granted of a Supplemental Contract for the listed individuals that in addition to their regular assignment they provide extra duties in the absence of the Program Director for the Partial Hospitalization Program. Effective date is on/about December 9, 2024 through on/about January 27, 2025. Reimbursement at the individual's current hourly rate not to exceed 100 hours. Funding source: GOB/PHP.
 - a. **Stacey J. Miller** - Cassville, PA 16623 - employed by TIU since 9/7/2021
Full-time Teacher - Child/Adolescent Partial Hospitalization Program
 - b. **Zachary R. Treece** - Saxton, PA 16678 - employed by TIU since 8/10/2018
Full-time Remedial Math Teacher/Teacher of Enrichment for the Non-public School Program
5. Recommend approval be granted of a Supplemental Contract for the listed individuals that in addition to their regular assignment they provide after-hours work to process Head Start/Early Head Start/Pre-K Counts/PAT staff incentive payments and new salary/wage amounts with account coding changes for approximately 60 staff. Effective date is November 11, 2024 through January 15, 2025. Reimbursement at the individual's current hourly rate not to exceed 40 hours. Funding source: General Operating Budget.
 - a. **Shelly R. Williamson** - McVeytown, PA 17051 - employed by TIU since 10/15/2018
Full-time Payroll & Benefits Analyst
 - b. **Julie A. Patton** - Saltillo, PA 17253 - employed by TIU since 6/5/2023
Full-time Payroll & Benefits Support Specialist
6. Recommend approval be granted of a Supplemental Contract for **Brian C. Brandenburg** - State College, PA 16803, that in addition to his assignment as Full-time Instructional Design/Accessibility Specialist for EITA he provide after-hours work to perform instructional design tasks for the CEWS Technology Project to ensure the project grant deliverables are met. Effective date is November 18, 2024 through June 30, 2025. Reimbursement at \$30.50/hour for up to 10 hours/week not to exceed 280 hours during the contracted period. Mr. Brandenburg has been employed by TIU since 10/1/2021. Funding source: CEWS.

XII. CONFERENCE REQUESTS

1. Recommend approval be granted for **Collen Kutchkus**, EITA Consultant for Early Intervention, to attend the American Speech and Hearing Association (ASHA) Convention in Seattle, Washington from December 5-7, 2024, at an approximate cost of \$2,482. ASHA is the only national conference for speech therapists. Ms. Kutchkus is the only Speech Therapist for EITA, and she was selected as a conference presenter and will bring back research and resources to share with colleagues. Funding source: EITA.
2. Recommend approval be granted for **Jigar J. Patel**, Coordinator of Innovation and Special Projects, to attend the South by Southwest EDU Conference in Austin, TX from March 3-6, 2025 at an approximate cost of \$2,745. The South by Southwest Edu conference is an inspiring conference that enables attendees to implement new ideas and learn about the future of education. Attending this conference is thought-provoking and provides tremendous learning opportunities and networking opportunities to connect with educators from across the country. Mr. Patel will attend and connect with educators to share the IU work in digital equity and help expand the Edtech PD, CS, and STEM initiatives to other states. Mr. Patel was asked to be on a panel. If the proposal is accepted, the presentation is titled "Scaling Inclusive Pedagogy in CS Education". His perspective on the panel is to equip K-12 educators with skills and resources to create inclusive learning environments in rural areas. Funding source: Educational Technology.
3. Recommend approval be granted for **Karen M. Neifer**, EITA Consultant for Early Intervention, to attend the National Training Institute on Effective Practices: Addressing Challenging Behaviors Conference in Tampa, FL from April 21-25, 2025, at an approximate cost of \$1,845. This is the premier national conference to address positive behavior supports and interventions for young children. Ms. Neifer will bring back new training resources to use in PA. Funding source: EITA.
4. Recommend approval be granted for **Sara M. Cole**, Consultant, to attend the Literacy Education and Second Language Learning for Adults (LESLLA) Conference in Quebec, Canada from June 4-7, 2025, at an approximate cost of \$2,350. This conference brings together experts and practitioners from around the world to share their knowledge and experience in the literacy education and second language learning for adults. This conference would help provide content needed to build the support around teaching emergent-level ELs as well as help Ms. Cole build relationships with other state leadership persons within this field of study. Funding source: CEWS.

XIII. MISCELLANEOUS INFORMATION (information, no action required)

A. Student of the Month

The Student of the Month for November 2024 is **Parker Groce**, a student enrolled in the Mifflin County Early Intervention classroom. (See Attachment #17.)

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

B. Publicity

- BrainSTEPS Award (See Attachment #18.)
- Solar Schools Event 10/28/2024 (See Attachment #19.)

C. Employee Data

September 12, 2024	October 10, 2024
325 Full-time	321 Full-time
46 Part-time	45 Part-time
7 Substitutes	1 Temporary
	7 Substitutes

XIII. MISCELLANEOUS INFORMATION (information, no action required)

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, December 12, 2024 at 7:00 p.m.**

XV. ADJOURNMENT

Other business.

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