

DELAWARE COUNTY INTERMEDIATE UNIT BOARD MEETING
Acting as Agent for
DELAWARE COUNTY AREA VOCATIONAL-TECHNICAL SCHOOL BOARD

June 1, 2022

AGENDA

1. Attendance
2. Minutes of May 4, 2022 Meeting
3. Financial Items
 - a. Request approval of the Technical Schools Financial Report found on page 12 listing total distributions in the amount of \$3,530,128.73 and funds available in the amount of \$11,571,013.27.
4. Comments from the Audience

5. **Personnel Actions**

It is recommended that the Board approve personnel actions as listed on both the regular and supplemental agendas, and authorize the administration to fill vacancies created through resignations, retirements, and terminations as soon as practical:

(A) **Resignations/Retirements/Terminations**

No items to report.

(B) **Appointments**

Additional/Summer Assignments:

- Crystal Williams, Full-Time LPN Instructor, to be paid \$30.00 per hour up to 32 hours during the 2021-2022 school year to attend a professional development class in the evening required by the program for simulation clinical setup.
- Kathleen McNamara, Supervisor of LPN Program, to be paid \$100.00 per the terms of the employee referral bonus memorandum of understanding.
- David Tatum, Instructor, to be paid \$30.00 per hour up to 100 hours from June 16, 2022 to August 5, 2022 for training on Mobile CSP for the Computer Networking program.
- William Cruice, Instructor, to be paid his regular hourly rate for orientation and from July 5, 2022 to August 11, 2022 up to 230 hours as directed by administration for extended school year (ESY).

Members of the DCIU Board of Directors receive the agenda and supporting materials in advance of the meeting. They have reviewed the agenda and supporting materials, and have had the opportunity to seek clarification on any and all items so that they are fully prepared to vote on the agenda items at the Board of Directors meeting.

5. Personnel Actions

(C) Leave of Absence

No items to report.

(D) Return from Leave of Absence

Name:	Jennifer Santner
Position:	Paraprofessional
Return Date:	May 3, 2022
Program Name:	Technical Schools

6. Other Items

Request approval of the following Technical Schools items. All contracts are subject to review and approval of the solicitor.

- 1) Approve clinical agreement with Keystone Quality Transport and DCTS Emergency Medical Technician program from September 1, 2022 to June 30, 2023 at no cost to DCTS.
- 2) Approve clinical agreement with Norwood Fire and Ambulance Company and DCTS Emergency Medical Technician program from September 1, 2022 to June 30, 2023 at no cost to DCTS.
- 3) Approval to continue clinical agreement with Crozer, also known as Prospect CCMC, LLC and Prospect DCMH, LLC (Crozer Hospital, Delaware County Memorial Hospital, Taylor Hospital) and DCTS Emergency Medical Technician program from September 1, 2022 to June 30, 2023 at no cost to DCTS.
- 4) Approve clinical agreement with Maris Grove and DCTS Emergency Medical Technician program from December 1, 2022 to December 31, 2023 at no cost to DCTS.
- 5) Approval to continue clinical agreement with Mercy Catholic Medical Center and DCTS Emergency Medical Technician program from November 1, 2022 to October 31, 2024 at no cost to DCTS.
- 6) Approval to continue clinical agreement with Broomall Rehabilitation Center, an entity of Garden Healthcare, and DCTS Practical Nursing Program from September 1, 2022 – August 31, 2023 at no cost to DCTS.
- 7) Approval to continue clinical agreement with Fair Acres and DCTS Practical Nursing Program from September 1, 2022 to August 31, 2023 at no cost to DCTS.
- 8) Approval to continue clinical agreement with Easter Seals and DCTS Practical Nursing Program from September 1, 2022 to July 31, 2023 at no cost to DCTS.

6. Other Items

- 9) Approve to continue clinical agreement with White Horse Village and DCTS Practical Nursing Program from September 1, 2022 to July 31, 2023 at no cost to DCTS.
- 10) Approval to continue clinical agreement with Prospect CCMC, LLC and Prospect DCMH, LLC and DCTS Practical Nursing Program from November 1, 2018 to July 31, 2023 at no cost to DCTS.
- 11) Approve agreement with Jeanne Cavalieri-Grover, LPN Financial Aid Consultant, and Collegiate Aid Services, Inc. from August 1, 2022 to July 31, 2023 at \$150.00 per hour, not to exceed 400 hours, for a total cost of \$60,000.00 to the DCTS Practical Nursing Program.
- 12) Approve the Delaware County Technical School Practical Nursing Program Student Policy Handbook for 2022-2023.
- 13) Approve Delaware County Technical School Practical Nursing Program Faculty Policy Handbook for 2022-2023.
- 14) Approve Delaware County Technical School Practical Nursing Program Financial Aid Handbook for August 1, 2022 to July 31, 2023.

BUSINESS

- 1) Approve resolution requesting the Delaware County Area Vocational-Technical School Authority to issue up to \$85,000,000 of lease revenue bonds to finance, inter alia, the design, construction, renovation and improvements to the Folcroft Center located in Folcroft, Pennsylvania; approving the form of the first amendment to the sublease agreement between the Intermediate Unit and the Vo-Tech Board; and authorizing officials of the Vo-Tech Board to take other appropriate action consistent herewith.
- 2) Approve the 2021-2022 budget transfers plus any subsequent transfers and reclassifications that may become necessary due to audit adjustments.
- 3) Approve the 2022-2023 Technical Schools Government Funded Budgets in the amounts listed and the current budget figures for 2021-2022 as presented in the Consolidated Budgets/Program book. (Budget totals include the state’s share of social security and retirement.)

Budget Name	2021-2022	2022-2023	Page No.
Perkins	\$1,322,486	1,336,054	113

6. Other Items

BUSINESS (continued)

- 4) Approve the 2022-2023 Technical Schools Contracted/Special Services Budgets in the amounts listed and the current budget figures for 2021-2022 as presented in the Consolidated Budgets/Program book. (Budget totals include the state’s share of social security and retirement.)

Budget Name	2021-2022	2022-2023	Page No.
Adult Programs	\$250,976	\$258,160	115
Cosmetology (Upper Darby)	\$283,728	\$203,491	117
Licensed Practical Nursing Program	\$1,936,886	\$2,354,610	119
Science Kit Refurbishment Center	\$85,320	\$85,320	121

- 5) Designate depositories as listed for 2022-2023:

TD Bank	General Fund Checking	36-151-XXXX
TD Bank	Net Payroll	36-151-XXXX
TD Bank	Federal Pell Account	36-151-XXXX
TD Bank	Federal Student Loan	36-151-XXXX
TD Bank	Student Activities Account (Aston and Folcroft)	36-517-XXXX
Wells Fargo	PLGIT Savings	3863-XXX
Pennsylvania School District Liquid Asset Fund (PSDLAF)	Investment Account	17300XXXXXX
Santander Bank	Investment Accounts	

- 6) Grant permission for DCTS administration to pay bills prior to the August Board meeting with affirmation taking place at that meeting.

HUMAN RESOURCES

- 1) Approve the New Hire Incentive Bonus Memorandum of Understanding between the Delaware County Intermediate Unit Education Association, PSEA/NEA and The Board of Directors of Delaware County Intermediate Unit #25 acting as agent for Delaware County Technical School Board.
- 2) Approval to contract with DCIU for staffing services with Criticare Health and Nursing from July 1, 2022 to June 30, 2023.
- 3) Approval to contract with DCIU for staffing services with General Healthcare Resources, Inc. from July 1, 2022 to June 30, 2023.
- 4) Approval to contract with DCIU for staffing services with Monarch Staffing from July 1, 2022 to June 30, 2023.

6. Other Items

HUMAN RESOURCES (continued)

- 5) Approval to contract with DCIU for staffing services with U.S. Medical Staffing, Inc. from July 1, 2022 to June 30, 2023.
- 6) Approval to contract with DCIU for staffing services with Delta-T Group, Inc. from July 1, 2022 to June 30, 2023.
- 7) Approval to contract with DCIU for staffing services with Ranstadt General Partner Staffing from July 1, 2022 to June 30, 2023.
- 8) Approval to contract with DCIU for staffing services with Soliant Health, Inc. from July 1, 2022 to June 30, 2023.
- 9) Approval to contract with DCIU for staffing services with INVO Healthcare Associates from July 1, 2022 to June 30, 2023.
- 10) Approval to contract with DCIU for staffing services with Spectrum Staffing Solutions from July 1, 2022 to June 30, 2023.
- 11) Approval to contract with DCIU for staffing services with Supplement Health Care from July 1, 2022 to June 30, 2023.
- 12) Approval to contract with DCIU for staffing services with AMN Allied Services from July 1, 2022 to June 30, 2023.
- 13) Approval to contract with DCIU for staffing services with School Staffing Associates from July 1, 2022 to June 30, 2023.
- 14) Approval to contract with DCIU for staffing services with Kelly Education Services from July 1, 2022 to June 30, 2023.

OFFICE OF THE EXECUTIVE DIRECTOR

- 1) First reading to revise policy 815, Acceptable Use of Internet, Computers and Network Resources.
- 2) Approve the DCIU/DCTS Health and Safety Plan.

7. Other Business

8. Next Meeting Date – July 6, 2022 or August 3, 2022

9. Adjournment