

MINUTES

DELAWARE COUNTY INTERMEDIATE UNIT BOARD MEETING

May 4, 2022

The Delaware County Intermediate Unit Board of Directors meeting was called to order at 8:00 p.m. by President Edward Cardow. The meeting took place at the Delaware County Intermediate Unit (DCIU) located at 200 Yale Avenue, Morton, PA 19070. Some members participated virtually via Zoom, and others participated in-person. Prior to this meeting, an Executive Session and an Information Session were held. Following a salute to the flag and a moment of silence, the Secretary called the roll.

Board Members Present

Mr. Edward J. Cardow (IP)
Ms. Hillary Fletcher (IP)
Mr. Edward Harris (IP)
Ms. Barbara Harvey (V)
Ms. Joi Hopkins (V)
Ms. Tracy Karwoski (IP)
Mr. Lawrence Kutys (IP)
Ms. Christine McMenamin (IP)
Ms. Rachel Mitchell (V)
Ms. Sheree Monroe (IP)
Mr. Bradley Moore (IP)
Ms. M. Colleen Powell (IP)
Ms. Margie Rovinski (IP)

Nonmembers Present

Dr. Maria Edelberg, Executive Director (IP)
Mr. Ed Norris, Treasurer (IP)
Ms. Christine Lombrana, Board Secretary (IP)
Mr. Michael Puppio, Esq. (IP)

IP= in-person; V= virtual

Absent were:

Mr. Anthony Johnson
Dr. Kristin Larsen

Dr. Edelberg sat as executive officer of the Board. A quorum was present.

Minutes of April 6, 2022 Meeting

The minutes of the April 6, 2022 meeting were approved, without reading, following a motion made by Ms. Monroe and seconded by Ms. Powell.

Voting: 13-0, Motion Approved

Bill Lists and Financial Reports

The following financial reports were approved on a motion made by Ms. Harvey and seconded by Ms. Monroe.

Special Education Financial Report listing total disbursements in the amount of \$3,243,346.06 and funds available in the amount of \$9,534,433.47.

Bill Lists and Financial Reports (continued)

Intermediate Unit Financial Report listing total disbursements in the amount of \$1,097,135.15 and funds available in the amount of \$13,671,887.12.

Federal Projects Financial Report listing total disbursements in the amount of \$3,836,450.21 and funds available in the amount of \$1,705,384.96.

Special Projects Financial Report listing total disbursements in the amount of \$1,170,855.85 and funds available in the amount of \$10,122,332.80.

Nonpublic School Services Financial Report listing total disbursements in the amount of \$432,616.54 and funds available in the amount of \$1,890,932.18.

Voting: 13-0, Motion Approved

Comments from the Audience

There were none.

Personnel Actions

Ms. Karwoski moved and Ms. Powell seconded approval of the personnel actions as listed on both the regular and supplemental agendas, and authorized the administration to fill vacancies created through resignations, retirements, and terminations as soon as practical:

Resignations/Retirements/Terminations

Name:	Kira Brown
Position:	Education Specialist
Effective Date:	May 11, 2022
Reason:	Resignation
Program Name:	Early Head Start/Head Start

Name:	Cassandra Butler
Position:	Custodian
Effective Date:	June 30, 2022
Reason:	Resignation
Program Name:	Intermediate Unit

Name:	Amie Cerino
Position:	Employment Training Specialist
Effective Date:	May 2, 2022
Reason:	Resignation
Program Name:	OPTIONS

Personnel Actions**Resignations/Retirements/Terminations (continued)**

Name: James Denny
 Position: Teacher
 Effective Date: June 17, 2022
 Reason: Retirement – 23 years of service to DCIU
 Program Name: Student Services

Name: Ruth Denny
 Position: Teacher
 Effective Date: June 30, 2022
 Reason: Retirement – 12 years of service to DCIU
 Program Name: Early Intervention

Name: Terria Harper
 Position: Part-Time Job Coach
 Effective Date: April 9, 2022
 Reason: Resignation
 Program Name: OPTIONS

Name: Linda Levy
 Position: Accountant
 Effective Date: June 30, 2022
 Reason: Retirement – 48 years of service to DCIU
 Program Name: Intermediate Unit

Name: Joan Lockwood
 Position: Teacher
 Effective Date: June 30, 2022
 Reason: Resignation
 Program Name: Student Services

Name: Theresa Marsden
 Position: Legislative and Communications Specialist
 Effective Date: April 22, 2022
 Reason: Resignation
 Program Name: Intermediate Unit

Name: Luciana Mayo
 Position: Applied Behavior Analysis Specialist
 Effective Date: May 7, 2022
 Reason: Resignation
 Program Name: Early Intervention

Personnel Actions**Resignations/Retirements/Terminations (continued)**

Name: Panagiotis Papageorge
 Position: Teaching and Learning Specialist
 Effective Date: June 14, 2022
 Reason: Resignation
 Program Name: Teaching and Learning

Name: Monica Quinn
 Position: Service Coordinator
 Effective Date: June 28, 2022
 Reason: Resignation
 Program Name: Early Intervention

Name: Evelyn Selth
 Position: Administrative Assistant
 Effective Date: April 5, 2022
 Reason: Resignation
 Program Name: Intermediate Unit

Name: Jill Taylor
 Position: Paraprofessional
 Effective Date: June 17, 2022
 Reason: Retirement – 37 years of service to DCIU
 Program Name: Student Services

Name: Kathy Yanocha
 Position: Systems Analyst
 Effective Date: June 30, 2022
 Reason: Retirement – 14 years of service to DCIU
 Program Name: Intermediate Unit

Appointments

Name: Maleka Anthony
 Position: Early Head Start/Head Start Education Specialist
 Effective Date: April 25, 2022
 Reason: This is a change to the effective date originally Board approved on April 6, 2022
 Program Name: Early Head Start/Head Start

Personnel Actions**Appointments (continued)**

Name: Robert Blain
 Position: Senior Information Technology Service Technician
 Effective Date: April 18, 2022
 Term: 12 month
 Salary: \$63,271.68
 Reason: New position
 Program Name: Intermediate Unit

Name: Bridget Coogan Glenn
 Position: Occupational and Physical Therapy Program
 Coordinator
 Effective Date: July 5, 2022
 Term: 12 month
 Salary: \$94,431.00
 Reason: Fill vacant position
 Program Name: Student Services

Name: Khaleef Long
 Position: Teacher (Temporary Professional Employee)
 Effective Date: April 25, 2022
 Term: 10 month
 Salary: \$65,081.00
 Reason: Fill vacant position
 Program Name: Student Services

Name: Matthew Zembruski
 Position: Field Information Technology Service Technician
 Effective Date: May 4, 2022
 Term: 12 month
 Salary: \$50,095.00
 Reason: New position
 Program Name: Intermediate Unit

Office of Workforce Development (OWD) Employee(s) at \$10.35 per hour:

Andrew Hill Daniele Grovola

Extra Thorough Cleaners (ETC) Employee at \$8.00 per hour:

Kuri Barton

Personnel Actions**Appointments (continued)****Extended School Year (ESY) and Summer Program Appointments**

The following individuals are being appointed to fill ESY summer programming needs from June 2022 to August 2022. Their assignment will end on the date indicated.

Name: Stefanie Butz
 Position: Summer Program Teacher for Autistic Support
 Effective Dates: June 27, 2022 – August 4, 2022
 Salary: \$45.01 per hour

Name: Mitchell Chilcote
 Position: Summer Program Teacher for OPTIONS
 Effective Dates: June 21, 2022 – August 4, 2022
 Salary: \$45.01 per hour

Name: Danielle Cook
 Position: Summer Program English Language Development (ELD) Teacher
 Effective Dates: June 24, 2022 – July 29, 2022
 Salary: \$50.67 per hour

Name: Lynsey Jonas
 Position: Summer Program English Language Development (ELD) Teacher
 Effective Dates: June 24, 2022 – July 29, 2022
 Salary: \$52.69 per hour

Name: Catherine Pandur
 Position: Summer Program English Language Development (ELD) Teacher
 Effective Dates: June 24, 2022 – July 29, 2022
 Salary: \$45.01 per hour

Name: Stephanie Toth
 Position: Summer Program English Language Development (ELD) Teacher
 Effective Dates: June 24, 2022 – July 29, 2022
 Salary: \$45.01 per hour

Personnel Actions

Appointments

Extended School Year (ESY) and Summer Program Appointments (continued)

Name: Paul Zwolak
 Position: Summer Program English Language Development (ELD) Teacher
 Effective Dates: June 24, 2022 – July 29, 2022
 Salary: \$39.55 per hour

Additional/Summer Assignments 2021-2022 School Year

- Robert Gallop, Teacher, to be paid \$100.00 per referral for three (3) referrals in accordance with the terms of the employee referral bonus memorandum of understanding.
- James Nielsen, Teacher, to be paid \$100.00 per the terms of the employee referral bonus memorandum of understanding.
- Dr. Terri Erbacher, Psychologist, to be paid her regular hourly rate, for an additional 30 hours from April 6, 2022 to May 31, 2022 to perform a Mobile Support Team (MST) psychoeducational evaluation for a Penn Delco School District student.
- Dr. Andrew Weatherhead, Teaching and Learning Specialist, to be paid a stipend of \$1,700.00 to teach a three-credit online continuing professional education (CPE) course from March 16, 2022 to April 26, 2022.
- Linda Long, Supervisor of Teaching and Learning, to be paid a stipend of \$2,125.00 to teach a three-credit online CPE course from January 31, 2022 to April 10, 2022.
- Joan Steven, Site Trainer, to be paid \$16.03 per hour up to five (5) hours per week from April 23, 2022 to June 15, 2022 to work as a Part-Time Job Coach.
- Jared Schram and Margaret Stairiker, Teachers, to be paid \$38.02 up to 21 hours from June 21, 2022 to June 23, 2022 to attend training for Wilson Reading Program Level 1 Certification.
- Lydia Solomon, Psychologist, to be paid her regular hourly rate for the following two (2) Mobile Support Team (MST) assignments:
 - Up to 22 hours from April 22, 2022 to June 15, 2022 to perform a psychoeducational evaluation for a William Penn School District student.
 - Up to 21 hours from April 25, 2022 to May 30, 2022 to perform a psychoeducational evaluation for a Penn Delco School District student.

Personnel Actions

Appointments

Additional/Summer Assignments

2021-2022 School Year (continued)

- Susan Howard, Psychologist, to be paid her regular hourly rate up to 15 hours from April 25, 2022 to May 30, 2022 to perform an MST psychoeducational evaluation for a Penn Delco School District student.
- Kathleen Wilson, Paraprofessional, to be paid a daily stipend of \$55.00 from April 4, 2022 to June 17, 2022 for substitute teacher duties.
- The following employees to be paid \$100.00 per the terms of the employee referral bonus memorandum of understanding:
 - Matthew White, Supervisor
 - Theresa Fay, Teacher

2022-2023 School Year

- Joseph Flynn, Supervisor of Nonpublic and Federal Programs, to be paid a prorated extra duty supplemental contract of \$3,000.00 for building supervisor responsibilities at Marple during the 2022-2023 school year.

Extended School Year (ESY) – ESY will operate in accordance with the DCIU Continuity of Education Plan and/or onsite services, and staff members will be paid only for services actually rendered during orientation and ESY.

- The following teachers to be paid their regular hourly rate for orientation and from July 5, 2022 to August 4, 2022 up to 130 hours as directed by administration for ESY:

Nicole Campbell	Christie Morris
Thomas DiPietrantonio	Shannon Murphy
Theresa Hagee (substitute)	Lorraine Pierce
Cora Jones	Samantha Rowles
Janine Jones	Dawn Stearly
Kia Moore	

- The following Speech-Language Pathologists to be paid their regular hourly rate for orientation and from July 5, 2022 to August 4, 2022 up to 85 hours as directed by administration for ESY:

Bridget Brough	Tara Ellington
Rebecca Carden	Dana Jolley
- Sheri Coutant, Speech-Language Pathologist, to be paid her regular hourly rate for orientation and from July 5, 2022 to August 12, 2022 up to 95 hours as directed by administration for ESY.
- Erika Goodworth, Cook, to work as a paraprofessional for the ESY program at the rate of \$13.81 per hour up to 119 hours for orientation and from July 5, 2022 to August 4, 2022.

Personnel Actions**Leave of Absence**

Name: Charla Curtis
Position: Psychologist
Effective Date: March 14, 2022
Program Name: Student Services
Reason: FMLA not to exceed 60 days

Name: Cheryl Czajka
Position: Administrative Assistant
Effective Date: April 1, 2022
Program Name: Student Services
Reason: Intermittent FMLA not to exceed 60 days with an expiration date of August 31, 2022

Name: Lisa Halladay
Position: Head Start Instructor
Effective Date: April 27, 2022
Program Name: Early Head Start/Head Start
Reason: Intermittent FMLA not to exceed 60 days with an expiration date of August 31, 2022

Name: Barbara Hewes
Position: Speech-Language Pathologist
Effective Date: April 4, 2022
Program Name: Early Intervention
Reason: FMLA not to exceed 60 days followed by non-FMLA childrearing leave

Name: Ramikia Johnson
Position: Administrative Assistant
Effective Date: April 26, 2022
Program Name: Early Head Start/Head Start
Reason: Intermittent FMLA not to exceed 60 days with an expiration date of August 31, 2022

Name: Karl Quirk
Position: Teacher
Effective Date: March 22, 2022
Program Name: Student Services
Reason: Intermittent FMLA not to exceed 60 days

Personnel Actions

Return from Leave of Absence

Name: Karl Quirk
 Position: Teacher
 Return Date: April 20, 2022
 Program Name: Student Services

Change of Status

Name: Nadine Sakil
 Position: From: Family Service Worker
 To: Early Head Start/Head Start Education Specialist
 Effective Date: April 25, 2022
 Term: 12 month
 Salary: \$48,352.00
 Reason: Fill vacant position
 Program: Early Head Start/Head Start

Name: Beemarie Santiago
 Position: From: Part-Time Custodian
 To: Full-Time Custodian
 Effective Date: April 11, 2022
 Term: 12 month
 Salary: \$30,009.00
 Reason: Fill vacant position
 Program: Intermediate Unit

Name: Dr. Jill Vizza
 Position: From: Teaching and Learning Specialist
 To: Supervisor of Government, Federal Programs, and Act 89
 Effective Date: October 3, 2022
 Term: 12 month
 Salary: \$117,485.00
 Reason: Fill vacant position
 Program: Student Services

Voting: 13-0, Motion Approved

Other Items

Ms. Monroe moved and Ms. Powell seconded approval of the following items. All contracts are subject to review and approval of the solicitor.

STUDENT SERVICES

- 1) Approval to continue to reimburse Early Intervention parents for occupational therapy, physical therapy, speech therapy, personal care assistants, and other services per the Early Intervention students IEPs from July 1, 2022 to June 30, 2023.
- 2) Approve contract with Vision Academy Charter School for DCIU to provide special education services at Vision Academy Charter School from July 1, 2022 to June 30, 2023 at the following costs to the charter school:

Services	Rate per hour
Speech and Language	Elementary Individual: \$152.99 Group: \$76.49 Secondary Individual: \$153.78 Group: \$76.89
Occupational Therapy	Elementary Individual: \$192.81 Group: \$96.41 Secondary Individual: \$208.23 Group: \$104.12
Physical Therapy	Elementary Individual: \$192.22 Group: \$96.11 Secondary Individual: \$207.60 Group: \$103.80

- 3) Approve contract with Widener Partnership Charter School for DCIU to provide speech and language therapy at Widener Partnership Charter School from July 1, 2022 to June 30, 2023 at the following costs per hour to the charter school:
 - Elementary Individual: \$152.99
 - Secondary Individual: \$153.78
 - Elementary Group: \$76.49
 - Secondary Group: \$76.89

Other Items**STUDENT SERVICES (continued)**

- 4) Approve the following contracts to provide speech and language therapy services for Student Services students from July 1, 2022 to June 30, 2023:

Provider	Cost Per Hour to DCIU
Abby Lucking	\$65.00
Michelle Brawer	\$65.00
Mary Cermignano	\$65.00
Michelle Graham	\$68.00
Jaclyn Kasper	\$65.00
Marjorie Rimler	\$67.00
Jessica Ryan	\$65.00
Speech & Counseling Services of Bryn Mawr	\$65.00
Samantha Thren	\$65.00
1021 Home Solutions (Heather Hagan)	\$67.00
Kelsey Lane	\$65.00

- 5) Approval to amend the contract with Chester Charter Scholars Academy (originally Board approved on January 5, 2022) to provide special education and related services for two (2) students instead of one (1) at a revised cost to the charter school of \$18,591.16 (previous cost was \$1,865.08).

EARLY HEAD START/HEAD START

- 1) Approve contract with Smart from the Start to provide Early Childhood programs for 32 Early Head Start eligible infants and toddlers from September 1, 2022 to August 31, 2023 at a cost to DCIU of \$432,864.00.
- 2) Approve contract with The Children's Garden to provide Early Childhood programs for 16 Early Head Start eligible infants and toddlers from September 1, 2022 to August 31, 2023 at a cost to DCIU of \$216,432.00.
- 3) Approve contract with Apple Pie Christian Academy to provide Early Childhood programs for 32 Early Head Start eligible infants and toddlers from September 1, 2022 to August 31, 2023 at a cost to DCIU of \$432,864.00.
- 4) Approval to continue the membership with the National Head Start Association from July 1, 2022 to June 30, 2023 at a cost to DCIU of \$2,543.00.

Other Items**EARLY HEAD START/HEAD START (continued)**

- 5) Approve a Memorandum of Agreement with Early Learning Resource Center, Region 15 (“ELRC”) from July 1, 2022 to June 30, 2024 at no cost to DCIU.
- 6) Approve contract with Greater Bethel Temple, Inc. to provide van transportation service for 26 students at a max capacity of 13 per van with driver and aide included for a per van rate of \$275.00 per day round trip from September 1, 2022 to June 30, 2023. If additional vans and students are added to this current contract, the daily rate would be \$275.00 per day for 13 students per van.
- 7) Approve Partnership Agreement with KidsSmiles for dental education workshops and services for Early Head Start/Head Start children from August 2022 to June 2024 at no cost to DCIU.
- 8) Approval to purchase 990 licenses from ChildPlus software from July 1, 2022 to June 30, 2023 at a cost to DCIU of \$20,885.85.
- 9) Approve the submission of the Early Head Start Childcare Partnership baseline (noncompetitive) grant application for fiscal year September 1, 2022 to August 31, 2023.
- 10) Approval to continue the partnership between DCIU Head Start and DCIU Early Intervention from July 1, 2022 to June 30, 2024 at no cost to DCIU.
- 11) Approve the disposal of three vehicles through public auction, sale, or scrap: 2006 Ford Van – 1FTSE34L06HA87893; 2000 GMC Van – 1GKFG15W2Y1261844; and 2000 GMC Van – 1GTFG25W9Y1258196.
- 12) Approve Early Head Start Child Care Partnerships Cost of Living Adjustment (COLA) of \$34,123.00 and Quality Improvement Funds of \$10,000.00 available for fiscal year 2022.
- 13) Approve Head Start (\$154,611.00) and Early Head Start (\$27,299.00) COLA and Head Start (\$28,520.00) and Early Head Start (\$5,725.00) Quality Improvement Funds available for fiscal year 2022. Total funding is in the amount of \$216,155.00.

TEACHING AND LEARNING

- 1) Approve contract with Southeast Delco School District for DCIU to provide up to 20 hours of coaching support to a teacher at Sharon Hill school at a cost to the district not to exceed \$2,700.00.

Other Items**TEACHING AND LEARNING (continued)**

- 2) Emergency Assistance to Nonpublic Schools (EANS) grant: Approve contract with Rabbi Yaakov Chaiton for DCIU to provide cognitive behavioral therapy coaching and support to Chedar Chabad of Philadelphia in Delaware County from April 1, 2022 to June 30, 2023 at a cost of \$21,000.00.
- 3) Approve contract with Southeast Delco School District for DCIU to audit current K-8 math curriculum, construct curriculum, instruction, and assessment frameworks for math courses, and provide classroom coaching during implementation from August 2022 to December 2023 at a cost to the district not to exceed \$261,400.00.

BUSINESS

- 1) Accept a proposal from Gallagher Benefits Services for insurance, including but not limited to property/casualty, liability, automobile, students, volunteers, notary bonds and workers compensation insurance, for 2022-2023 at an estimated cost of \$771,066.00.

FACILITIES

- 1) Approve the disposal of the following items through public bid – four (4) portable air flow machines, four (4) Lincoln Dust Collection Units, an air vacuum system, and a rolling staircase.
- 2) Accept proposal from Radius Systems for the replacement of HVAC controllers at the Morton Administration Building in the amount of \$66,300.00.

HUMAN RESOURCES

- 1) Approve contract between DCIU and Lancaster-Lebanon Intermediate Unit 13 (IU13) for use of an Act 168 database to process new employee clearances from April 1, 2022 to March 31, 2025 at a cost to DCIU of \$4.00 per applicant.
- 2) Approve the creation of a Coordinator of Innovative Practices and STEM position job description.

Other Items

INFORMATION TECHNOLOGY

- 1) Approve contract with Delaware County Library System for DCIU to provide equipment monitoring and maintenance from July 1, 2022, to June 30, 2024 at a cost not to exceed \$11,731.00 per year.
- 2) Approve contract with Marple Newtown School District from July 1, 2022 to June 30, 2023 for managed security services at an annual cost to the district of \$17,250.00.

OFFICE OF THE EXECUTIVE DIRECTOR

- 1) Approval for DCIU to contract with The Springhaven Club, Wallingford, PA, to hold the annual Employee Recognition Dinner on May 10, 2022 at a cost of up to \$9,625.00.
- 2) Approve the *General Contracted Consulting Agreement for Individuals with Expenses*.
- 3) Permission for DCIU to enter into the *General Contracted Consulting Agreement for Individuals with Expenses* up to \$10,000.00 for the 2022-2023 year.
- 4) Approve adjudication of employee #12997 following the board hearing.
- 5) Approve contract with Navigate360 for Emergency Management Suite (EMS) subscriptions from July 1, 2022 to June 30, 2025 at a cost of \$46,363.50.
- 6) Approval to seek reimbursement of the Navigate360, Emergency Management Suite (EMS) subscriptions from the following Delaware County school districts:

Delaware County School Districts	EMS Total Subscription Cost 2022-2025
Chester Upland SD	\$6,761.35
Chichester SD	\$5,795.44
Garnet Valley SD	\$5,795.44
Ridley SD	\$8,693.15
William Penn SD	\$10,624.97
DCIU/DCTS	\$8,693.15

Voting: 13-0, Motion Approved

Legislation

Ms. Irving provided a legislative update.

Other Business

Dr. Edelberg congratulated Dr. Jill Vizza on her promotion to the position of Supervisor of Government, Federal Programs, and Act 89.

Next Meeting Date – June 1, 2022

Adjournment

The meeting adjourned at 8:09 p.m. on a motion made by Ms. Monroe and seconded by Ms. Rovinski.

Voting: 13-0, Motion Approved

Respectfully submitted,

Board Secretary