

**Northwest Tri-County Intermediate Unit Board Agenda**  
**Wednesday, May 22, 2024**  
*Generated by Raina George*

**1. Meeting Opening:**

**A. Call Board Meeting to Order:**

The Board Meeting of the Northwest Tri-County Intermediate Unit Board was called to order by Dr. Andrew Pushchak, President, at 5:45 p.m.

Dr. Pushchak reported the Board of Directors met in Executive Session prior to the meeting to discuss the Executive Director contract.

**B. Roll Call:**

Present were: Dr. Jane Blystone (NE); Kristy Bolte (NW); Robert Johnston (PC); Dorothy Luckock (CN); Paul Mangione (WC); Fran New (FV); Rita Nicolussi (IR); Brad Pattullo (GM); Dr. Andrew Pushchak (WB); Tammy Silvis (CC); George Trauner (UC); Gary Winschel (MC)

Absent were: Amanda Cox (CR); Gwendolyn Cooley (EC); Kellie Lichtinger (FLB); Joseph Meka (GR); David Vrenna (HC)

Present from the Intermediate Unit Leadership Team: Brad Whitman, Executive Director; Christy Carucci; Sally Daehnke; Mary Eckart; Vince Humes; Kirk Shimshock; Yvonne Teed

Also present: Solicitor George Joseph; Heather Harrington; Joe Drumm; Jill Lewis; Karen Renick; Donette Porter; Brandie Stevens; William Wiedenheft

**C. Moment of Silence:** Dr. Pushchak asked those in attendance to stand for a moment of silence.

**D. Pledge to the Flag:** Dr. Pushchak led everyone present in the Pledge to the Flag.

**E. Recognition of PSEA:** Dr. Pushchak recognized all PSEA Representatives.

**F. Recognition of Visitors:** Dr. Pushchak welcomed all visitors in attendance.

**2. Reports:**

**A. Executive Director (Mr. Brad Whitman):**

**IU5**

**Human Resources**

- 39 active positions we're recruiting for, some with multiple openings.
- 22 contracted staff secured for summer programs so far (ESY, Migrant, Summer Foods...)
- HR Generalists taking time to visit classrooms to see the environments and staff to better help with recruiting efforts and to make connections.

**School Improvement Services**

- IU5 hosted the hybrid Neglected and Delinquent Advisory Committee that consists of representatives from PDE, LEAs, and neglected or delinquent institutions across the state. The committee's mission is to ensure quality services for children in Title I programs in Pennsylvania neglected and delinquent agencies and provides/coordinates professional development and technical assistance opportunities through virtual and in-person trainings and a yearly symposium. We had several individuals from PDE as well as our agencies in attendance both in person as well as online for the committee meeting.
- This past week, we hosted the safety and security conference entitled, From Bricks to Belonging. It was held at the Erie Convention Center and we are pleased to report that we had almost 100 participants, some from as far away as Lancaster/Lebanon area IU. For this conference, we partnered with PDE to bring a variety of presenters and topics to our region. Some of the session titles were: "Fostering a Spirit of Collective Thriving" by 7 Mindsets, "Start with Hello" by the CPO of the Sandy Hook Promise, "After Action Reporting on Uvalde" by the US Department of Justice, and "Connecting Physical and Psychological Safety" by PDE just to name a few.
- The Migrant Education Program will be running 6 separate summer school mini-camps throughout the 30-county wide service area. We anticipate to serve nearly 600 students throughout over the summer months.
- TRiO summer opportunities reaching approximately 60 students
  - Upward Bound Math and Science – Penn State Behrend 6-week summer camp staying on the university campus.
  - Talent Search – weeklong mini-camp held at Penn State Behrend
  - Summer Food Service Program

- Currently have 25 food service sites planned to participate across Crawford and Erie County.

### Special Education

- Early intervention - Total Current Aggregate for 23-24 SY: 1365
  - Increased 49 students in March
  - Total active students for March: 910
- School-age special education classrooms are wrapping up state testing this week. The special education supervisors supported the IU teachers with administering PSSAs and Keystones with all of the IU5 run classrooms in the various facilities.
- The Crawford County classrooms participated in the Crawford County Special Olympics today. This is an annual event held at the Crawford County fairgrounds and is well attended each year.
- We will have two Special Education Supervisor interns working with our team over the summer.

### State

Below are a few Education bills that are receiving attention from the House Education Committee:

[HB1221PN1312 \(Warren, D - Bucks\)](#)- Allows for the administration of adrenal insufficiency medication in schools.

[HB1293PN1410 \(O'Mara, D - Delaware\)](#)- Require schools to notify parents and legal guardians when their child is involved in or experiences bullying.

[HB1990PN2525 \(Kazeem, D - Delaware\)](#)- Requires all school nurses and school professional employees who have direct contact with students complete training that is approved by the Pennsylvania Department of Health and addresses the signs and symptoms of a seizure as well as how to provide first aid treatment if a student has a seizure.

[HB2185PN2855 \(Fleming, D - Dauphin\)](#)- Directs the Department of Education to develop and distribute a fact sheet to parents and guardians of students educating them about the warning signs of Type-1 Diabetes (T1D).

[HB2191PN2861 \(Benham, D - Allegheny\)](#)- Changes power to institute regulations for vision screenings to DOH and allow DOH to put temporary regulations in place for two years while establishing regulations.

[HB994PN1007 \(Isaacson, D - Philadelphia\)](#)- Provides protections and reasonable accommodations to students who are pregnant or lactating to express breast milk or breastfeed their children.

[HB1084PN1111 \(Hill-Evans, D - York\)](#)- Amends the Public-School Code to authorize a school entity through a school nurse or trained school employee to provide, administer, and store in supply, bronchodilators prescribed to students.

**As low attendance persists, school districts weigh the role of the magistrate** District judges still keep busy, but education experts and school leaders are coalescing around “restorative practices” as the best way to get kids back into classrooms.

[Read More](#)

**PA teachers by the numbers: How many per student, average salary and experience** *The Morning Call* took a look at some numbers from the Pennsylvania Department of Education and the U.S. Census Bureau to get an idea of how many teachers there are, how long they’ve been in their jobs, and, on average, how much they make.

[Read More](#)

**Year-Round School In Philly: Pilot Program To Curb ‘Summer Slide’ Taking Shape—** [Year-round school](#) for Philadelphia students will soon have a trial run. Speaking at a City Council budget hearing this week, [Superintendent Tony Watlington](#) said the district is working on a model to fulfill [Mayor Cherelle Parker](#)’s goal to stop the “summer slide,” where students disengage from learning between academics years and material has to be retaught. *Read the rest of the story:* [“Year- Round School In Philly: Pilot Program To Curb ‘Summer Slide’ Taking Shape”](#) (from, WHYY, 5/3/24)

### Nearly half of PA public school students have a “mental health need”

The 2024 *State of Education* report from the Pennsylvania School Boards Association found two-thirds of the state’s 500 school districts reported mental health needs as a challenge facing their schools. May is Mental Health Awareness Month.

[Read More](#)

### Senate Education Committee approves “Grow PA” package of bills to boost college affordability, open quality career pathways

The “Grow PA” post-secondary education reform plan includes seven bills designed to help make Pennsylvania more competitive in attracting and retaining students to attend college and complete certificate and job-training programs.

[Read More](#)

## **Federal**

### **USDA Releases Final Rule on Child Nutrition Standards**

USDA released the long-awaited final rule for updates to the school nutrition standards for the National School Lunch Program and School Breakfast Program. Two key points: 1) Schools will not have to change anything for SY24-26, and 2) sodium limits are much less stringent than the original proposal. More information on [The Leading Edge blog](#).

### **Department of Labor Releases Final Overtime Rule: What It Means for Districts**

Earlier this week, the Department of Labor issued its final rule altering the overtime regulations under the Fair Labor Standards Act. The rule includes two-tiered increases to the minimum salary threshold and the threshold for highly compensated employees (HCE) as well as automatic updates to both thresholds. We have a write up about what this means for districts on [The Leading Edge blog](#).

### **New AI Policy Resource and Webinar**

Leading education and policy organizations in the TeachAI initiative (including AASA) launched "Foundational Policy Ideas for AI in Education," a resource to help leaders understand and consider policies that responsibly address AI in teaching and learning. [Check it out!](#) TeachAI will also be hosting a webinar on policy ideas for AI in education on May 15 at 9 a.m. and 3 p.m. ET, and you can [register here](#).

### **National News: How educators are using AI to do their jobs**

One-third of K-12 teachers say they have used [artificial intelligence](#)-driven tools in their classrooms, according to an EdWeek Research Center survey, which included 498 teachers and was conducted in November and December.

[Read More](#)

### **Cybersecurity Improvements a Priority for a Majority of School Districts**

This [K-12 Dive article](#) presents recent survey data from the Consortium for School Networking (CoSN), which found that cybersecurity is a significant concern for district ed tech leaders and found a sizable increase in the number of districts employing two-factor authentication, rising to 72% in 2024 compared to 40% in 2022. Nevertheless, district ed tech leaders still view their risk for cyber threats as "relatively low."

### **Fast Fact/Quote**

"Balance is not something you find, it's something you create." - Unknown

**B. Solicitor (Mr. George Joseph):** Attorney Joseph reported there are a number of contracts on the agenda for board approval. As discussed in the Executive Session, taking action under item #5 on the agenda. Reviewed the agreement with Warren County School District for Early Intervention Transportation, CareerLink agreement with for the Adult Education Program, agreement to provide internet to the HACC office, agreement with Erie City School District for refugees for extended school year, and a Softweb Solutions Agreement to provide software. Edinboro Borough is extending their sidewalks which will go in front of the IU property to PennWest Campus so there are transfer of property contracts that will be on the June agenda and there will be Title IX updates for August 1, 2024.

**C. Executive Committee (Dr. Andrew Pushchak):** Dr. Pushchak reported that the Executive Committee met on May 15, 2024, at 11:00 am to review the Board Agenda. Dr. Jane Blystone, Mr. Paul Mangione, and Dr. Andrew Pushchak were present.

**D. Budget & Audit Committee (Mr. Paul Mangione):** Mr. Paul Mangione, Chairperson, reported that the Budget & Audit Committee met on May 22, 2024 at 5:15 pm. Mr. Mangione reported that the Committee discussed medical insurance rates and transportation rates increases, purchase of three new fleet vehicles, and a Softweb Solutions Agreement that is on the agenda for approval.

**E. Personnel Committee (Dr. Jane Blystone):** Dr. Blystone, Chairperson, reported that the Personnel Committee met on May 22, 2024, at 5:15 pm. Dr. Blystone reported that all items on the agenda are recommended for approval.

**F. Policy Committee (Mrs. Fran New):** Mrs. Fran New, Chairperson, reported that the Policy Development Committee met on May 22, 2024, at 5:15 pm. There is one policies for first reading on the agenda for approval; Policy 903: Public Participation

**G. Nominations Committee (Mrs. Rita Nicolussi):** Mrs. Nicolussi reported that the Nominations Committee met on May 22, 2024, at 5:15 pm. Mrs. Nicolussi reported that the consensus of the committee is to recommend Dr. Andrew Pushchak for Board President and Mr. Paul Mangione for Board Vice-President. Dr. Pushchak reported that it is policy that the nomination of the slate is presented to the board for approval and the board will vote in June.

### **3. General Resolution:**

Be it resolved, that the Northwest Tri-County Board of Directors approves and adopts the following items that are included in the agenda of this meeting and incorporated herein by reference thereto with the same force and as though separate resolutions on each item were considered and adopted. Items on the Agenda have been reviewed by the solicitor and are recommended by the administration.

It was moved by Mr. Trauner and seconded by Mrs. New to approve the General Resolution as presented.

Motion carried unanimously.

### **4. Minutes:**

It was moved by Mrs. Luckock and seconded by Mr. Trauner to approve Minutes from the April 24, 2024 IU Board of Directors Meeting as presented.

Motion carried unanimously.

### **5. Executive Director:**

It was moved by Mrs. New and seconded by Mrs. Bolte to approve Executive Director 5A as presented.

#### **A. Resignation**

Motion carried unanimously by roll call vote Dr. Jane Blystone (NE) yes; Kristy Bolte (NW) yes; Gwendolyn Cooley (EC) absent; Mrs. Amanda Cox (CR) absent; Robert Johnston (PC) yes; Dorothy Luckock (CN) yes; Paul Mangione (WC) yes; Kellie Lichtinger (FL) absent; Joseph Meka (GR) absent; Tammy Silvis (CC) yes; Fran New (FV) yes; Rita Nicolussi (IR) yes; Brad Pattullo (GM) yes; Dr. Andrew Pushchak (WB) yes; George Trauner (UC) yes; David Vrenna (HC) absent; Gary Winschel (MC) yes

It was moved by Mrs. Luckock and seconded by Dr. Blystone to approve Executive Director 5B as presented.

#### **B. Appointment**

Motion carried unanimously by roll call vote Dr. Jane Blystone (NE) yes; Kristy Bolte (NW) yes; Gwendolyn Cooley (EC) absent; Mrs. Amanda Cox (CR) absent; Robert Johnston (PC) yes; Dorothy Luckock (CN) yes; Paul Mangione (WC) yes; Kellie Lichtinger (FL) absent; Joseph Meka (GR) absent; Tammy Silvis (CC) yes; Fran New (FV) yes; Rita Nicolussi (IR) yes; Brad Pattullo (GM) yes; Dr. Andrew Pushchak (WB) yes; George Trauner (UC) yes; David Vrenna (HC) absent; Gary Winschel (MC) yes

### **6. Financial Items (Mr. Paul Mangione):**

It was moved by Mr. Trauner and seconded by Mr. Pattullo to approve Financial Items 6A-6I as presented.

#### **A. April 2024 Monthly Revenue Board Report**

#### **B. April 2024 Monthly Expense Board Report**

#### **C. Treasurer's Report for April 30, 2024**

#### **D. Investment Report for April 30, 2024**

#### **E. PNC Easy Procure Payments as of April 25, 2024**

#### **F. 2023-2024 Budget Revisions & Budgetary Transfers**

#### **G. Approval of Bills**

#### **H. Purchase of Vehicles**

#### **I. Updated Program Fees & IU Rates 24-25 Rate Increase**

Motion carried unanimously by roll call vote Dr. Jane Blystone (NE) yes; Kristy Bolte (NW) yes; Gwendolyn Cooley (EC) absent; Mrs. Amanda Cox (CR) absent; Robert Johnston (PC) yes; Dorothy Luckock (CN) yes; Paul Mangione (WC) yes; Kellie Lichtinger (FL) absent; Joseph Meka (GR) absent; Tammy Silvis (CC) yes; Fran New (FV) yes; Rita Nicolussi (IR) yes; Brad Pattullo (GM) yes; Dr. Andrew Pushchak (WB) yes; George Trauner (UC) abstained V#1008061 ; David Vrenna (HC) absent; Gary Winschel (MC) yes

### **7. Personnel Items (Dr. Jane Blystone):**

It was moved by Dr. Blystone and seconded by Mr. Pattullo to approve Personnel Items 7A-7G as presented.

- A. Resignations
- B. Retirements
- C. Maternity Leave Extension Request
- D. Job Descriptions
- E. Substitute List
- F. Employment of Personnel
- G. Position Additions and Changes

Motion carried unanimously by roll call vote Dr. Jane Blystone (NE) yes; Kristy Bolte (NW) yes; Gwendolyn Cooley (EC) absent; Mrs. Amanda Cox (CR) absent; Robert Johnston (PC) yes; Dorothy Luckock (CN) yes; Paul Mangione (WC) yes; Kellie Lichtinger (FL) absent; Joseph Meka (GR) absent; Tammy Silvis (CC) yes; Fran New (FV) yes; Rita Nicolussi (IR) yes; Brad Pattullo (GM) yes; Dr. Andrew Pushchak (WB) yes; George Trauner (UC) yes; David Vrenna (HC) absent; Gary Winschel (MC) yes

## **8. Transportation:**

It was moved by Mr. Pattullo and seconded by Mrs. New to approve Transportation Items 8A - 8C as presented.

- A. 2023-2024 Special Needs Drivers
- B. Transportation Rate Increase
- C. Warren County School District Transportation Services Agreement

Motion carried unanimously by roll call vote Dr. Jane Blystone (NE) yes; Kristy Bolte (NW) yes; Gwendolyn Cooley (EC) absent; Mrs. Amanda Cox (CR) absent; Robert Johnston (PC) yes; Dorothy Luckock (CN) yes; Paul Mangione (WC) yes; Kellie Lichtinger (FL) absent; Joseph Meka (GR) absent; Tammy Silvis (CC) yes; Fran New (FV) yes; Rita Nicolussi (IR) yes; Brad Pattullo (GM) yes; Dr. Andrew Pushchak (WB) yes; George Trauner (UC) yes; David Vrenna (HC) absent; Gary Winschel (MC) yes

## **9. Agreements/ Contracts / MOUs:**

It was moved by Mrs. Bolte and seconded by Mr. Trauner to approve Agreements/Contracts/Memorandum of Understandings 9A-9I as presented.

- A. CareerLink Program Memorandum of Understanding
- B. Comcast Cable Communications Management Service Agreement
- C. Damian T. Horner, DO
- D. Educational Services Agreement - School District of the City of Erie
- E. Northwest Tri-County Intermediate Unit Administrative Personnel Act 93 Agreement Addendum
- F. Non-Bargaining Compensation Plan Addendum
- G. PaTTAN/IU Science of Reading Knowledge Course Agreement
- H. PSEA Support Professionals MOU
- I. Softweb Solutions Master Consulting Services Agreement

Motion carried unanimously by roll call vote Dr. Jane Blystone (NE) yes; Kristy Bolte (NW) yes; Gwendolyn Cooley (EC) absent; Mrs. Amanda Cox (CR) absent; Robert Johnston (PC) yes; Dorothy Luckock (CN) yes; Paul Mangione (WC) yes; Kellie Lichtinger (FL) absent; Joseph Meka (GR) absent; Tammy Silvis (CC) yes; Fran New (FV) yes; Rita Nicolussi (IR) yes; Brad Pattullo (GM) yes; Dr. Andrew Pushchak (WB) yes; George Trauner (UC) yes; David Vrenna (HC) absent; Gary Winschel (MC) yes

## **10. Contracted Payroll:**

It was moved by Mr. Trauner and seconded by Mrs. Luckock to approve Contracted Payroll 10A-10H as presented.

- A. Julie Brooks

- B. Ellen Cass
- C. Rasia Crocket
- D. Sara Kilburn
- E. Patricia Peterson
- F. Christina Skelly
- G. Maria Whitted
- H. Janette Yonkers

Motion carried unanimously by roll call vote Dr. Jane Blystone (NE) yes; Kristy Bolte (NW) yes; Gwendolyn Cooley (EC) absent; Mrs. Amanda Cox (CR) absent; Robert Johnston (PC) yes; Dorothy Luckock (CN) yes; Paul Mangione (WC) yes; Kellie Lichtinger (FL) absent; Joseph Meka (GR) absent; Tammy Silvis (CC) yes; Fran New (FV) yes; Rita Nicolussi (IR) yes; Brad Pattullo (GM) yes; Dr. Andrew Pushchak (WB) yes; George Trauner (UC) yes; David Vrenna (HC) absent; Gary Winschel (MC) yes

#### **11. Service Purchase Contracts:**

It was moved by Mr. Pattullo and seconded by Mrs. Bolte to approve Service Purchase Contracts 11A-11K as presented.

- A. Bayfront Maritime Center SPC 71112
- B. Bayfront Maritime Center SPC 71113
- C. Classy Cleaning SPC 71105
- D. Clean Guard SPC 71106
- E. Jacoby Transportation SPC 71109
- F. Jacoby Transportation SPC 71110
- G. Krise Transportation SPC 71114
- H. Provider Resources, Inc SPC 71111
- I. Service Master SPC 71098
- J. Service Master SPC 71104
- K. Service Master SPC 71107

Motion carried unanimously by roll call vote Dr. Jane Blystone (NE) yes; Kristy Bolte (NW) yes; Gwendolyn Cooley (EC) absent; Mrs. Amanda Cox (CR) absent; Robert Johnston (PC) yes; Dorothy Luckock (CN) yes; Paul Mangione (WC) yes; Kellie Lichtinger (FL) absent; Joseph Meka (GR) absent; Tammy Silvis (CC) yes; Fran New (FV) yes; Rita Nicolussi (IR) yes; Brad Pattullo (GM) yes; Dr. Andrew Pushchak (WB) yes; George Trauner (UC) yes; David Vrenna (HC) absent; Gary Winschel (MC) yes

#### **12. Language Instructional Education Program Services:**

It was moved by Mr. Trauner and seconded by Mrs. Luckock to approve Language Instructional Education Program Services 12A-12L as presented.

- A. Corry Area School District
- B. Crawford Central School District
- C. Crawford Central School District Consultant Services
- D. Erie's Public Schools
- E. Fort LeBoeuf School District
- F. Harborcreek Youth Services
- G. Jamestown Area School District Consultant Services Agreement
- H. PENNCREST School District Consultant Services Agreement

I. Titusville Area School District

J. Titusville Area School District Consultant Services Agreement

K. Valley Grove School District Contract

L. Valley Grove School District Consultation Agreement

Motion carried unanimously by roll call vote Dr. Jane Blystone (NE) yes; Kristy Bolte (NW) yes; Gwendolyn Cooley (EC) absent; Mrs. Amanda Cox (CR) absent; Robert Johnston (PC) yes; Dorothy Luckock (CN) yes; Paul Mangione (WC) yes; Kellie Lichtinger (FL) absent; Joseph Meka (GR) absent; Tammy Silvis (CC) yes; Fran New (FV) yes; Rita Nicolussi (IR) yes; Brad Pattullo (GM) yes; Dr. Andrew Pushchak (WB) yes; George Trauner (UC) yes; David Vrenna (HC) absent; Gary Winschel (MC) yes

**13. Policies (Mrs. Fran New):**

It was moved by Mrs. New and seconded by Mrs. Bolte to approve Policies 13A as presented.

A. First Reading - Policy 903: Public Participation in Board Meetings

Motion carried unanimously by roll call vote Dr. Jane Blystone (NE) yes; Kristy Bolte (NW) yes; Gwendolyn Cooley (EC) absent; Mrs. Amanda Cox (CR) absent; Robert Johnston (PC) yes; Dorothy Luckock (CN) yes; Paul Mangione (WC) yes; Kellie Lichtinger (FL) absent; Joseph Meka (GR) absent; Tammy Silvis (CC) yes; Fran New (FV) yes; Rita Nicolussi (IR) yes; Brad Pattullo (GM) yes; Dr. Andrew Pushchak (WB) yes; George Trauner (UC) yes; David Vrenna (HC) absent; Gary Winschel (MC) yes

**14. Other Business:**

Dr. Pushchak informed everyone the next Board meeting will be held on June 26, 2024.

**57. Adjournment:**

It was moved by Mr. Trauner and seconded by Mrs. Luckock to adjourn the Northwest Tri-County Intermediate Unit Board of Directors at 6:02 p.m.

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Raina George, Board Secretary