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Bob McTiernan  
Executive Director

Northeastern Educational Intermediate Unit  
Board of Directors Meeting

January 18, 2022

The regularly scheduled meeting of the Northeastern Educational Intermediate Unit Board of Directors was held Tuesday, January 18, 2022 at the NEIU Administration Office, Archbald, PA.

President Joseph Muracco called the meeting to order at 6:21 p.m.

Mrs. Jessica Gilhooley, Board Secretary, NEIU, took roll.

Joseph Muracco, Pres, P	Rodman Azar, A	Laurie Marino, A
Howard McIntosh, V Pres, P	Atty. Glenn Cashuric, P	Paul Otway, A
Caryn Emiliani, Tres, P	Amanda Cook, P*	Christine Plonski-Sezer, P
	Christina Cosmello, A	Arden Tewksbury, P
	William Gershey, P*	Douglas Wilcox, A
	Angela Giglia-Morrison, P	
	Alisha Hudak, P	
	Paul Kaczmarcik, P*	
	Bernice Lukus, P*	

Others present were NEIU staff Messrs. McTiernan, Williams and Cardone and Milles. Honick, Vagni, Dickey and Penzone, NEIU staff; Brenda Pawelzik, Kate McLane and Nicole Weisenfluh were also present.

\* Attended via ZOOM meeting.

There was no public participation.

**Motion** by Dr. Kaczmarcik, seconded by Mr. McIntosh to adopt the minutes of the November 16, 2021 board meeting. All Directors voted yes. Motion carried 12-0.

**Motion** by Mr. Tewksbury, seconded by Atty. Cashuric to accept treasurer's reports for November and December, 2021. All Directors voted yes. Motion carried 12-0.

**Motion** by Ms. Emiliani, seconded by Dr. Plonski-Sezer to approve bills payable for November and December, 2021. All Directors voted yes. Motion carried 12-0.

*There was an informational item regarding the mileage reimbursement rate which is predicated upon the rate fixed by the Internal Revenue Service for any year. The new rate of .585 cents per mile effective January 1, 2022.*

There was an informational item regarding four Board seats expiring on June 30, 2022 and letters being sent to affected school districts.

**Motion 1** by Ms. Emiliani, seconded by Mr. McIntosh, to approve **Motions 2 through 10** and holding out **Motion 1**.

**Motion 2** to approve a one year maintenance agreement (*Exhibit 2*) with PLD Associates, Inc. in the amount of \$2,176.00.

**Motion 3** to approve a contract proposal (*Exhibit 3*) between NEIU and KBA Engineering, p.c. for the design and construction management of an elevator at the NEIU Learning Campus, Pine Street, Dunmore not to exceed \$30,000.00.

**Motion 4** to approve an agreement (*Exhibit 4*) with TOPP Business Solutions for the leasing of 5 Ricoh office copiers for the NEIU as well as a Canon digital press for the NEIU Printshop for a monthly lease/support \$2,669.66.

**Motion 5** to approve a contract (*Exhibit 5*) with Blazerworks at a rate of \$36/hr. for paraprofessional services as indicated:

Early Intervention not to exceed 30 hrs./wk.  
effective 1/18/2022 through 2/18/2022 month to month

**Motion 6** to approve a contract (*Exhibit 6*) with Yoga West (Kelly Evans) to implement a yoga program at the NEIU Learning Campus for the remainder of the 2021-2022 school year as indicated:

\$325/day not to exceed \$5,525.00

**Motion 7** to approve the following employee requests as indicated:

A. Requests for Leave:

<u>Employee</u>	<u>Position</u>	<u>Type of Leave</u>	<u>Effective Date</u>
Nicole Stefanowicz	Staff Accountant	FMLA (uncompensated portion begins 02/07/2022)	01/03/2022 - 3/25/2022
Jennifer Hudak	Act 89 Teacher	FMLA (Intermittent)	11/22/2021 - 11/22/2022

**Motion 8** to approve the following nominees as indicated:

A. Part-Time Nominees:

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Date</u>
Chloe Laboranti	Substitute Maintenance	\$12.50/hr.	12/10/2021
Roseann Constantini	Clerical	\$18,750 (prorated)	01/19/2022

**Motion 8 (continued)**

B. Full-Time Nominees:

<u>Name</u>	<u>Position</u>	<u>Step</u>	<u>Salary</u>	<u>Effective Dates</u>
Emily Phillips	Teacher Assistant-EI		\$14,140 (prorated)	01/04/2022
Julie Petrucci	Teacher Assistant Teacher		\$14,140 (prorated)	01/19/2022
Julie Petrucci	School Age Teacher	T-1	\$47,075 (prorated)	TBA (pending school district release and certification)
Allison Mackey	School Age Teacher	T2A-1	\$51,725 (prorated)	02/08/2022
Christopher Gentilezza	Principal/ Instructional Advisor		\$88,000 (prorated)	TBA (pending clearances)

**Motion 9** to approve status changes for the following employees as indicated:

<u>Employee</u>	<u>Prior Position</u>	<u>Status Change</u>	<u>Salary</u>	<u>Effective Date</u>
Brenda Pawelzik	EI Teacher Assistant LC Chestnut St.	SA Crisis Intervention Specialist - LC Dunmore	\$24,429 (prorated)	01/03/2022
Lisa Rovinsky	EI Teacher Assistant LC Line St.	SA Crisis Intervention Specialist – LC Dunmore	\$23,750 (prorated)	12/22/2021
Paul Layton	EI Teacher Assistant Joines Building	SA Crisis Intervention Specialist – LC Dunmore	\$24,225 (prorated)	01/03/2022
Laura Kaczmarek	SA Teacher Assistant LC Dunmore	EI Teacher Assistant LC Chestnut St.	no change in compensation	01/04/2022
Maureen Kresge	SA Teacher Assistant LC Dunmore	EI Teacher Assistant LC Line St.	no change in compensation	01/04/2022
Gena Bensinger	School Age Supervisor	Training and Consultation (10 month position)	\$86,347 (pro-rated)	01/03/2022

**Motion 10** to approve an independent contractor agreement (*Exhibit 7*) with Debra M. Kriete for E-Rate Legal and Consulting Services.

Roll call vote for **Consent Block Motion 2-10** holding out **Motion 1**: Mr. Muracco, yes; Mr. McIntosh, yes; Ms. Emiliani, yes; Mr. Tewksbury, yes; Dr. Plonski-Sezer, yes; Ms. Lukus, yes; Dr. Kaczmarcik, yes; Ms. Hudak, yes; Ms. Giglia-Morrison, yes; Mr. Gershey, yes; Ms. Cook, yes; Atty. Cashuric, yes.

All Directors voted yes. Motion carried 12-0.

**Motion 1** by Mr. Tewksbury, seconded by Dr. Plonski-Sezer to approve the tentative NEIU General Operating Budget in the amount of \$4,162,310 for 2022-2023 and to have the Fiscal Director advertise the budget in accordance with the School Code.

Roll call vote for **Motion 1**: Mr. Muracco, yes; Mr. McIntosh, yes; Ms. Emiliani, yes; Mr. Tewksbury, yes; Dr. Plonski-Sezer, yes; Ms. Lukus, yes; Dr. Kaczmarcik, yes; Ms. Hudak, yes; Ms. Giglia-Morrison, yes; Mr. Gershey, yes; Ms. Cook, yes; Atty. Cashuric, yes.

All Directors voted yes. Motion carried 12-0.

**Motion** by Dr. Kaczmarcik, seconded by Ms. Hudak, to adjourn the meeting and hold the next meeting on February 22, 2022 at 6:00 p.m. at the NEIU Administration Office, Archbald. All Directors voted yes and the meeting adjourned at 6:37 p.m.

*Note: All Exhibits are contained in the Supplemental Minutebook.*

Respectfully submitted,



Mrs. Jessica Gilhooley  
Board Secretary  
Northeastern Educational Intermediate Unit

JG  
1/20/2022