#### Call to Order

#### Pledge of Allegiance

#### Roll Call

#### Recognition of Visitors and Public Comment: Michael Miller, Board President

#### Approval of Minutes of November 6, 2018

#### Consent Agenda

Background: The following routine operational matters are presented for action by the Board of Directors. Items that require special attention may be removed from the consent agenda upon request of a Board member.

Recommendation: Motion to approve all recommendations listed under items F-1 through F-3 of the Consent Agenda.

##### ***Personnel Actions***

###### Resignations/Retirements/Terminations

Resignations and retirements per the reasons indicated and effective dates noted:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Last Name** | **First Name** | **Position** | **Program** | **Term Date** | **Reason** |
| Bedwick | Meghan | Psychologist | Pupil Personnel Services | 12/19/2018 | Resignation |
| Ernst | Marcie | Personal Care Assistant | Autistic Support | 11/16/2018 | Resignation |
| Eshelman | Carolyn | Psychologist | Pupil Personnel Services | 12/06/2018 | Retirement |
| Highlands | Angela | Teacher | Nonpublic School Services | 12/04/2018 | Retirement |
| Hoover | Summer | Extended School Year Assistant | Extended School Year | 10/31/2018 | Resignation |
| Owings | Michelle | Teacher Assistant | Emotional Support | 11/05/2018 | Resignation |
| Rohrer-Ressler | Anna | Teacher | Autistic Support | 12/21/2018 | Resignation |
| Warner | Billy Jo | Teacher Assistant | Intervention | 11/09/2018 | Resignation |

###### Nominations

New hires as per the effective dates and rates noted:

* 1. Professional Staff (Pending receipt of all required paperwork.)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Last Name** | **First Name** | **Position** | **Program** | **Orientation or**  **Hire Date** | **Rate** | **Category Step/Scale** | **Work Calendar** |
| Dietrich | Mary | Teacher | Preschool | 11/28/2018 | $45,091.00 | D-3 | 188 Day Stretch |
| Moore | Megan | Speech Therapist | Preschool | 11/28/2018 | $49,772.00 | F-1 | 188 Day Stretch |
| Olsen | Breanne | Teacher | Neurological Support | 11/28/2018 | $44,491.00 | D-1 | 188 Days |
| Rose-Disney | Teressa | Psychologist | Pupil Personnel Services | 11/28/2018 | $55,424.00 | J-1 | 200 Days |

* 1. Non Certified Staff (Pending receipt of all required paperwork.)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Last Name** | **First Name** | **Position** | **Program** | **Orientation or**  **Hire Date** | **Rate** | **Category Step/Scale** | **Work Calendar** |
| Barnhart | LeAnne | Secretary | Special Education | 11/12/2018 | $20.25 | Sec E G-2 | 220 Days |
| Black | Trisha | Secretary | Special Education | 11/28/2018 | $22.53 | Sec D F-5 | 260 Days |
| Donaldson | Michele | Teacher Assistant | Preschool | 11/28/2018 | $14.79 | TA/PCA B-5 | 188 Days |
| Fuller | Renee | Personal Care Assistant | Emotional Support | 11/07/2018 | $16.77 | TA/PCA F-4 | 188 Days |
| Gist | Natalie | Teacher Assistant | Therapeutic Emotional Support | 11/28/2018 | $14.45 | TA/PCA A-7 | 188 Days |
| Guiher | Jennifer | Secretary | Nonpublic School Services | 11/28/2018 | $16.93 | Sec C F-2 | Part Time |
| Haines | Dori | Personal Care Assistant | Autistic Support | 11/28/2018 | $13.97 | TA/PCA A-5 | 188 Days |
| Miller | Deborah | Personal Care Assistant | Autistic Support | 11/28/2018 | $20.23 | TA/PCA G-7 | 188 Days |
| Oberdick | David | Utility / General Maintenance Worker | Business Services | 11/28/2018 | $17.69 | Maint. Cust. B | Part Time |
| O’Rourke | Lenore | Student Coordinator | Adult Education | 11/28/2018 | $16.29 | Grant Funded | Part Time |
| Sible | Evelyn | Secretary | Special Education | 11/28/2018 | $21.62 | Sec C F-6 | 260 Days |

###### Miscellaneous

1. Additional Service Agreements

Personnel to provide services for students at the appropriate hourly/daily rate:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Last Name** | **First Name** | **Position** | **Rate** | **School District** | **Dates** |
| Bennett | Kathleen | Interpreter | $36.97 per hour | Fairfield Area School District | October 22, 2018 – through wrestling season  October 17, 2018 – April 2019 |
| Bordner | Corinne | Interpreter | $30.34 per hour | Fairfield Area School District | October 22, 2018 – through wrestling season  October 17, 2018 – April 2019 |
| Chmilewski | Tanya | Interpreter | $29.31 per hour | Fairfield Area School District | October 22, 2018 – through wrestling season  October 17, 2018 – April 2019 |
| Cox | Deanna | Teacher | $42.14 per hour | West York Area School District | November 5, 2018 – December 17, 2018 |
| DiCesare | Rosemary | Interpreter | $35.47 per hour (correction) | Dallastown Area School District | September 4, 2018 – November 14, 2018 |
| DiCesare | Rosemary | Interpreter | $35.47 per hour | York Suburban School District | November 1, 2018 – June 5, 2019 |
| DiCesare | Rosemary | Interpreter | $35.47 per hour | Dallastown Area School District | November 15, 2018 – November 19, 2018 |
| Haid | Paul | Teacher | $55.01 per hour (correction) | Dallastown Area School District | September 4, 2018 – November 14, 2018 |
| Haid | Paul | Teacher | $55.01 per hour | York Suburban School District | November 1, 2018 – June 5, 2019 |
| Haid | Paul | Teacher | $55.01 per hour | Dallastown Area School District | November 15, 2018 – November 19, 2018 |
| Hicks | Lindsay | Interpreter | $33.01 per hour | Fairfield Area School District | October 22, 2018 – through wrestling season  October 17, 2018 – April 2019 |
| Hockensmith | Kimberly | Interpreter | $34.36 per hour | Fairfield Area School District | October 22, 2018 – through wrestling season  October 17, 2018 – April 2019 |
| Holmes | Rebecca | Interpreter | $27.96 per hour | Fairfield Area School District | October 22, 2018 – through wrestling season  October 17, 2018 – April 2019 |
| Imhoff | Jennifer | Interpreter | $40.73 per hour (correction) | Dallastown Area School District | September 4, 2018 – November 14, 2018 |
| Imhoff | Jennifer | Interpreter | $40.73 per hour | York Suburban School District | November 1, 2018 – June 5, 2019 |
| Imhoff | Jennifer | Interpreter | $40.73 per hour | Dallastown Area School District | November 15, 2018 – November 19, 2018 |
| Kleiser | Diane | Bus Assistant | $15.66 per hour (correction) | Eastern York School District | September 18, 2018 – until classes return to Eastern York Middle School |
| Knaper | Tiffany | Teacher | $33.81 per hour | Red Lion Area School District | December 24, 2018 – January 31, 2019 (extension to previous agreement) |
| Knovich | Hollie | Interpreter | $32.73 per hour (correction) | Dallastown Area School District | September 4, 2018 – November 14, 2018 |
| Lucius | Alice | Nurse | $23.09 per hour | Littlestown Area School District | October 2018 – June 2019 |
| Mamary | Allison | Interpreter | $28.74 per hour | Fairfield Area School District | October 22, 2018 – through wrestling season  October 17, 2018 – April 2019 |
| Owens | Kevin | Bus Assistant | $15.66 per hour (correction) | Eastern York School District | September 18, 2018 – until classes return to Eastern York Middle School |
| Snyder | Charles | Interpreter | $39.35 per hour (correction) | Dallastown Area School District | September 4, 2018 – November 14, 2018 |
| Snyder | Charles | Interpreter | $39.35 per hour | York Suburban School District | November 1, 2018 – June 5, 2019 |
| Snyder | Charles | Interpreter | $39.35 per hour | Dallastown Area School District | November 15, 2018 – November 19, 2018 |
| Sterner | Marilyn | Interpreter | $40.73 per hour | Fairfield Area School District | October 22, 2018 – through wrestling season  October 17, 2018 – April 2019 |
| Various Source4Teachers Substitutes | Various Source4Teachers Substitutes | Substitute Assistant | $99.30-$119.16 per day  (correction)  ($139.02-$172.12 per day if filled by guest teacher) (correction) | Greencastle-Antrim School District | October 15, 2018 – until district personal care assistant is hired |
| Various Source4-Teachers Substitutes | Various Source4-Teachers Substitutes | Substitute Assistant | $99.30-$119.16 per day  ($139.02-$172.12 per day if filled by guest teacher) | Eastern York School District | November 12, 2018 – January 25, 2019 |
| Warner | Patricia | Psychologist | $54.88 per hour (correction) | Abraxas Leadership Development Program | September 22, 2018 (3 evaluations)  October 6, 2018 |
| Warner | Patricia | Psychologist | $54.88 per hour | Abraxas Leadership Development Program | September 22, 2018  October 20, 2018 |
| Warner | Patricia | Psychologist | $54.88 per hour | Abraxas Youth Center | November 10, 2018 |
| Warner | Patricia | Psychologist | $54.88 per hour | Abraxas Leadership Development Center | November 17,2018 (2 evaluations) |

1. Change in Employment Status

Recommend approval to change the employment status of the following:

| **Last**  **Name** | **First Name** | **Position** | **Program** | **Rate** | **Category Step/Scale** | **Effective** | **From** | **To** | **Reason** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Berkeley | Adrienne | Teacher Assistant | Life Skills Support | n/a | n/a | 08/23/2018 | 35 hours  per week | 36.25 hours  per week | Schedule Change |
| Bogart | Lauri | Teacher Assistant | Life Skills Support | n/a | n/a | 08/23/2018 | 35 hours  per week | 36.25 hours  per week | Schedule Change |
| Felix | Angela | Teacher Assistant | Life Skills Support | n/a | n/a | 08/22/2018 | 35 hours  per week | 36.5 hours  per week | Schedule Change |
| Hahn | Martha | Licensed Practical Nurse | Multidisabilities Support | n/a | n/a | 08/20/2018 | 35 hours  per week | 38.5 hours  per week | Schedule Change |
| Keeney | Barbara | Teacher Assistant | Life Skills Support | n/a | n/a | 08/23/2018 | 35 hours  per week | 36.25 hours  per week | Schedule Change |
| Noel | Maria | Teacher Assistant | Life Skills Support | n/a | n/a | 08/23/2018 | 35 hours  per week | 36.25 hours  per week | Schedule Change |
| Otto | William | Psychologist | Pupil Personnel Services | $68,129.00 | LIUEA K-9 | 11/12/2018 | L-9 | K-9 | Salary Correction |
| Parks | Heather | Personal Care Assistant | Multidisabilities Support | $13.26 | TA/PCA E-1 | 11/14/2018 | C-1 | E-1 | Salary Correction |
| Tillet | Rachel | Teacher Assistant | Life Skills Support | n/a | n/a | 08/22/2018 | 35 hours  per week | 36.5 hours  per week | Schedule Change |
| Wilt | Pamela | Instructional Advisor | Preschool | $70,042.00 + IA Stipend | F-13 | 11/05/2018 | Speech Therapist | Instructional Advisor | Position Transfer |
| Wolfe | Lindsey | Teacher Assistant | Life Skills Support | n/a | n/a | 08/23/2018 | 35 hours per week | 36.25 hours per week | Schedule Change |

##### ***Business Actions***

###### Treasurer’s Report

Recommendation: Motion to accept the Treasurer’s Report of October 31, 2018, showing cash on hand of

$16,445,758.51.

###### Request to Use Technology Committed Fund Balance

Background: Whereas monies have been allocated by Board action through a Technology Equipment Committed Fund Balance of $250,000 for the purchase of new technology equipment within the Lincoln Intermediate Unit 12, a remaining balance of $62,416 is available. Whereas the current LIU Cisco phone system has reached the end of its manufacturer supported life, phone system hardware, software and support is in need of replacement.

Recommendation: Motion to grant approval for the Lincoln Intermediate Unit 12 to purchase all required hardware and support to replace the existing end-of-life Cisco phone system, utilizing $58,023.93 from the Technology Equipment Committed Fund Balance.

##### ***Board Policy for Adoption***

Background: A new board policy – 815.1 Social Media - has been recommended by the Technology Pool Counsel – Sweet, Stevens, Katz and Williams to all members of the counsel. It is presented for adoption.

Recommendation: Motion to adopt new policy 815.1 – Social Media.

#### Old Business

* 1. ***Recap on Committed Fund Balances***

Background: Mr. Nade asked for a recap of the committed fund balances. A report on the recap of all Committed Fund Balances was included with the Board packet.

Recommendation: No action is required.

* 1. ***YLC Debt Service***

Background: During the November 6, 2018 Board meeting, Mr. Miller asked Mr. Stanton to provide a report at the next meeting on the number of years remaining on the loan purchase of the York Learning Center.

Response: The debt will be fully paid on November 30, 2024. The balance outstanding on the debt as of June 30, 2018 was $3,003,773 and the annual debt service is $497,447.76.

#### New Business

##### ***Overview of 2019-2020 General Operating Budget***

Background: Mr. Tim Stanton will present an overview of the 2019-2020 General Operating Budget so that the Board of Directors may learn about the major components and financial considerations utilized to prepare the budget. At the January 2019 Board meeting, the 2019-2020 General Operating Budget will be presented for board adoption.

Recommendation: No action is required at this time.

##### ***Fiscal Year 2018-19 Non-General Fund Budgets***

Background: A total of 19 Non-General Fund budgets for 2018-2019 are presented for approval.

Recommendation: Motion to approve 19 Non-General Fund budgets for fiscal year 2018-2019 per the listing and reports provided.

##### ***Request to Increase Substitute Rates***

Background: At the last meeting Dr. Nace reported that the substitute shortage has reached a level that can no longer be supported. A team of LIU staff members has reviewed the issue and suggested several solutions, leading to the recommendation below.

Recommendation: Motion to approve the following recommendations to address the current substitute shortage:

* Increase substitute rate for full-time building substitutes and substitutes working 20 days or more in one assignment from $130 to $150 per day for substitute teachers, and $75 to $95 per day for substitute paras.
* Provide an incentive for substitutes to work 14 days or more per month by increasing the daily rate from $105 to $135 for substitute teachers and $75 to $90 for substitute paras, retro to day one of the month.

#### President’s Report

* Discussion of Board Policy 006.1 – Participation in Meetings through use of Electronic Communication Equipment
* Discussion of Request from York County Superintendents for an Operational Audit

#### Interim Executive Director’s Report

#### Adjournment

**Next Regular Meeting:** **January 8, 2019**