#### Call to Order

#### Pledge of Allegiance

#### Oath of Office for Elected Directors

Directors to serve unexpired terms from July 1, 2018 through June 30, 2019

* Dennis Dacheux, Dover Area School District
* Mark Schur, Chambersburg Area School District

Directors to serve unexpired terms from July 1, 2018 through June 30, 2020:

* Patrick McDonald, Waynesboro Area School District
* Carlos Wampler, Gettysburg Area School District

Directors to serve new terms beginning July 1, 2018 through June 30, 2021:

* Dustin Martin, Tuscarora School District
* Paul Politis, Greencastle-Antrim School District
* Scott Roland, Hanover Public School District
* Suzanne Smith, West York Area School District

#### Roll Call

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

#### Approval of Minutes of June 26, 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 I-1 through I-6 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** |
| Ammon | Lisa | School Psychologist | Pupil Personnel Services | 06/14/2018 | Resignation |
| Ashlin | Vicki | Teacher | Preschool | 08/03/2018 | Resignation |
| Austin | Heather | Personal Care Assistant | Multiple Disabilities Support | 06/05/2018 | Resignation |
| Baker | Amanda | School Counselor | Pupil Personnel Services | 06/08/2018 | Resignation |
| Baum | Ann | Supervisor, Educational Technology Services | Educational Technology Services | 08/17/2018 | Resignation |
| Benedict | Haven | Assistive Technology Specialist | Educational Services | 08/13/2018 | Resignation |
| Bolger | Mary Jo | Itinerant Teacher | Act 89 Nonpublic Schools | 05/30/2018 | Resignation |
| Brinton | Melinda | Teacher Assistant | Preschool | 07/19/2018 | Resignation |
| Brown | Andrea | Teacher Assistant | Therapeutic Emotional Support | 06/07/2018 | Resignation |
| Burke | Emily | Speech Therapist | Speech / Language Support | 01/31/2018 | Resignation |
| Confer | Tina | Teacher Assistant | Autistic Support | 06/01/2018 | Resignation |
| Cook | Gwendolyn | Secretary | Special Education | 10/01/2018 | Retirement |
| Eubanks | Claudia | English as a Second Language Interpreter | Language Instruction Educational | 05/15/2018 | Resignation |
| Ferry | Jennifer | Associate Supervisor | Preschool | 08/13/2018 | Resignation |
| Flaharty | Samantha | Personal Care Assistant | Multiple Disabilities Support | 07/19/2018 | Resignation |
| Geist | Tracy | Home and School Visitor | Pupil Personnel Services | 06/26/2018 | Resignation |
| Hartman | Steven | Personal Care Assistant | Multiple Disabilities Support | 06/05/2018 | Resignation |
| Karn | Doni | Teacher | Autistic Support | 06/01/2018 | Resignation |
| King | Tijahnae | Teacher Assistant | Emotional Support | 06/11/2018 | Termination |
| Kline | Alexandra | ESY Assistant | Extended School Year | 07/19/2017 | Termination |
| Leatherman | Tammy | Teacher | Emotional Support | 06/08/2018 | Transfer Between Entities |
| Mann | Nicole | Teacher | Emotional Support | 06/08/2018 | Resignation |
| Raynes | Danielle | Personal Care Assistant | Autistic Support | 06/04/2018 | Resignation |
| Schaefer | Deborah | Teacher | Emotional Support | 06/15/2018 | Resignation |
| Schwartz | Amy | Teacher | Preschool | 09/14/2018 | Resignation |
| Scriptunas | Judith | English as a Second Language Instructor | Adult Education | 06/30/2018 | Position Ended |
| Shaffer | Amber | Teacher Assistant | Autistic Support | 05/31/2018 | Resignation |
| Shipman | Melinda | Teacher | Visually Impaired Support | 06/07/2018 | Resignation |
| SH65300 |  | Student Worker | Special Education | 05/25/2018 | Graduated |
| Smith | Sheila | Personal Care Assistant | District Contract | 05/30/2018 | Resignation |
| Wilson | Laken | Teacher Assistant | Autistic Support | 06/01/2018 | Resignation |
| Wisotzkey | Amanda | Personal Care Assistant | Autistic Support | 05/31/2018 | 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** |
| Bergquist | Dawn | Teacher | Multiple Disabilities Support | 07/25/2018 | $50,672.00 | F-4 | 188 Days |
| Byers | Lauren | Teacher | Preschool | 08/01/2018 | $44,792.00 | D-2 | 188 Days |
| Connolly | Karen | Occupational Therapist | Occupational / Physical Therapy | 08/01/2018 | $45,691.00 | D-5 | 188 Days |
| Douglass | Paige | Teacher | Emotional Support | 07/25/2018 | $44,791.00 | D-2 | 188 Days |
| Hockenberry | Kristen | Teacher | Autistic Support | 08/01/2018 | $52,561.00 | H-2 | 188 Days |
| Laird | Haley | Teacher | Autistic Support | 07/11/2018 | $44,491.00 | D-1 | 188 Days |
| Lehmann | Dana | Social Worker | Pupil Personnel Services | 07/25/2018 | $50,372.00 | F-3 | 188 Days |
| Miller | Erin | Physical Therapist | Occupational / Physical Therapy | 08/15/2018 | $53,943.00 | DRT-1 | 188 Days |
| Morret | Tanya | Training and Consultation Coordinator | Educational Services | 08/15/2018 | $76,000.00 | ACT 93 | 260 Days |
| Morton | Katelyn | Teacher | Life Skills Support | 07/25/2018 | $44,491.00 | D-1 | 188 Days |
| Peters | Jennifer | Social Worker | Pupil Personnel Services | 08/01/2018 | $50,072.00 | F-2 | 188 Days |
| Poulin | Katie | Teacher | Emotional Support | 08/08/2018 | $44,491.00 | D-1 | 188 Days |
| Saltzman | Jordonne | Occupational Therapist | Occupational / Physical Therapy | 08/01/2018 | $38.50/Hour | F-4 | Part Time / 120 Days |
| Sharp | Grant | Teacher | Emotional Support | 07/25/2018 | $44,491.00 | D-1 | 188 Days |
| Smith | Kelly | Teacher | Life Skills Support | 08/01/2018 | $44,491.00 | D-1 | 188 Days |
| Sollenberger | Kayla | Social Worker | Pupil Personnel Services | 07/25/2018 | $54,589.00 | F-7 | 188 Days |
| Wagner | Amy | Physical Therapist | Occupational / Physical Therapy | 08/01/2018 | $53,943.00 | DRT-1 | 188 Days |
| Walden | Genelle | Teacher | Autistic Support | 08/01/2018 | $56,505.00 | E-9 | 188 Days |
| West | Shabrie | Social Worker | Pupil Personnel Services | 07/25/2018 | $54,589.00 | F-7 | 188 Days |
| Wilson | Karen | Teacher | Emotional Support | 07/11/2018 | $47,201.00 | E-4 | 188 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** |
| Cole | Abigail | Personal Care Assistant | Visually Impaired Support | 07/25/2018 | $13.26 | TA/PCA E-1 | 188 Days |
| Confer | Rachel | Personal Care Assistant | Preschool | 07/02/2018 | $13.36 | TA/PCA G-1 | 188 Day Stretch |
| Johnson | Kathleen | Personal Care Assistant | Neurological Support | 08/01/2018 | $13.01 | TA/PCA A-1 | 188 Days |
| Kress | Austin | Building Attendant | Business Services | 08/01/2018 | $12.61 | Maint./Cust. B + .25 A-1 | Part Time |
| Sharpe | Adrienne | Teacher Assistant | Hearing Impaired Support | 08/01/2018 | $13.36 | TA/PCA G-1 | 188 Days |
| Simon | Nichole | Personal Care Assistant | District Contract | 07/25/2018 | $16.84 | TA/PCA G-4 | 188 Days |
| Troyer | Julie | Teacher Assistant | Therapeutic Emotional Support | 07/11/2018 | $16.84 | TA/PCA G-4 | 188 Days |

###### Miscellaneous

1. Additional Service Agreements

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Last Name** | **First Name** | **Position** | **School District** | **Dates** |
| Legore | Laura | Teacher | South Western School District | June 26, 2018 |
| Warner | Patricia | School Psychologist | Abraxas Leadership Development Program | June 16, 2018 |

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** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Aldinger | Michelle | Teacher Assistant | Life Skills Support | n/a | n/a | 08/07/2018 | Long Term Substitute Teacher | Teacher Assistant | Return to Permanent Position |
| Burwell | Colleen | Teacher | Life Skills Support | $51,505.00 | E-7 | 06/01/2018 | D-7 | E-7 | Salary Column Movement - Bachelor’s + 24 with Level II Certification |
| Calaman | Zachary | Teacher | Multiple Disabilities Support | $44,491.00 | D-1 | 08/07/2018 | Temporary Teacher | Teacher | Position Transfer |
| Focht | Richard | School Psychologist | Pupil Personnel Services | n/a | n/a | 08/08/2018 | 08/08/2018 | Spring 2018 | Sabbatical |
| Gordils | April | Case Manager | ELECT | $20.04 | Recruiter  A-6 | 07/01/2018 | A-6 | C-6 | Salary Column Movement - 15 College Credits |
| Holmes | Julie | Job Coach | Educational Services | $15.30 | n/a | 06/10/2018 | n/a | n/a | Additional Temporary Summer Position |
| Keagy | Melanie | School Psychologist | Pupil Personnel Services | $66,054.00 | J-9 | 08/07/2018 | I-8 | J-9 | Salary Column Movement - PDE School Psychologist Certification |
| Kraus | AnnMarie | Personal Care Assistant | Life Skills Support | $13.50 | TA/PCA B-2 | 08/07/2018 | Part Time | Full Time | Position Change |
| Linder | Kathy | Itinerant Teacher | Act 89 Nonpublic School Services | $58,518.00 | I-7 | 08/07/2018 | Long Term Substitute / D-1 | Reading Specialist / Remedial Math Teacher / I-7 | Position Transfer |
| Lippiatt | Christine | Job Coach | Educational Services | $15.30 | n/a | 06/10/2018 | n/a | n/a | Additional Temporary Summer Position |
| Lovell | Kelly | Fiscal Assistant | Educational Services | $21.41 | Sec. E  E-4 | 07/01/2018 | D-4 | E-4 | Salary Column Movement – 48 College Credits |
| Lucius | Alice | Licensed Practical Nurse | Life Skills Support / Multiple Disabilities Support | $23.09 | Nurse-LPN A-5 | 08/07/2018 | Personal Care Assistant | Licensed Practical Nurse | Position Transfer |
| Martin | Debra | Job Coach | Educational Services | $15.30 | n/a | 06/04/2018 | n/a | n/a | Additional Temporary Summer Position |
| McKenzie | Terri | Secretary | Pupil Personnel Services | $24.87 | Sec. E  F-8 | 07/09/2018 | Sec. C | Sec. E | Position Transfer |
| Myers | Madelyn | Custodian | Special Education | $11.83 | n/a | 06/04/2018 | n/a | n/a | Additional Temporary Summer Position |
| Myers-Horn | Susan | Custodian | Special Education | $15.26 | Maint./Cust. B A-5 | 07/03/2018 | Teacher Assistant | Custodian | Position Transfer |
| Olphin | Jamie | Teacher | Autistic Support | $49,505.00 | E-6 | 05/01/2018 | D-5 | E-6 | Salary Column Movement – Bachelor’s + 24 with Level II Certification |
| Osterman | Cleo | Custodian | Special Education | $11.83 | n/a | 06/04/2018 | n/a | n/a | Additional Temporary Summer Position |
| Resto | Krista | Personal Care Assistant | Multiple Disabilities Support | $14.37 | TA/PCA B-4 | 08/07/2018 | Part Time | Full Time | Position Change |
| Sanders | Tracy | Custodian | Business Services | $13.83 | Maint./Cust. B A-3 | 07/16/2018 | Building Attendant / Part Time | Custodian / Full Time | Position Transfer |
| Stahl | Lisa | Custodian | Special Education | $11.83 | n/a | 06/04/2018 | n/a | n/a | Additional Temporary Summer Position |
| Stuart | Mandy | Teacher | Emotional Support | $54,589.00 | F-7 | 06/09/2018 | E-6 | F-7 | Salary Column Movement – Master’s Degree |
| Sullivan | Lori | Custodian | Special Education | $11.83 | n/a | 06/04/2018 | n/a | n/a | Additional Temporary Summer Position |
| Toerper | Billie Jean | Speech Therapist | Speech / Language Support | n/a | n/a | 07/18/2018 | 07/20/2018 | 07/18/2018 | Revised Separation Date |
| White | Pamela | Itinerant Teacher | Visually Impaired Support | $66,263 | I-11 | 08/07/2018 | ESY Teacher | Itinerant Teacher | Position Transfer |
| Yoder | Genevieve | Teacher | Special Education | $47,201.00 | E-4 | 08/07/2018 | D-4 | E-4 | Salary Column Movement – Bachelor’s + 24 with Level II Certification |

1. Additional days beyond contract:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Last Name** | **First Name** | **Program** | **May/June**  **2017/2018 # Days** | **July/August**  **2018/2019 # Days** |
| Keller | Lacy | Autistic Support |  | 10 |

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

###### Treasurer’s Report

Recommendation: Motion to accept the Treasurer’s Report of June 30, 2018, showing cash on hand of $18,208,731.96.

###### Check Register of Payments

Background: The check register lists payments made since the last Board report through July 27, 2018.

|  |  |
| --- | --- |
| Payroll 6/30/18 | $ 3,686,849.58 |
| Payroll 7/15/18 | $ 2,851,902.06 |
| Total Payroll | $ 6,538,751.64 |
| Total Accounts Payable | $ 3,634,526.98 |
| **Total Payments** | **$10,173,278.62** |

Recommendation: Motion to approve payments through July 27, 2018 and payroll through July 15, 2018, totaling $10,173,278.62.

###### Budget Transfers

Recommendation: Motion to approve the Budget Transfers from June 16, 2018 through July 27, 2018.

##### ***Job Description for Adoption***

Background: The position of Board Certified Behavior Analyst (BCBA) was presented for review on June 26 and is now presented for adoption.

Recommendation: Motion to adopt job description for Board Certified Behavior Analyst.

##### ***Job Description for Review***

Background: A new job description for Learning Center Site Administrator is presented for review. The LIU 12 would like to advance the work initiated during the 2017-2018 to achieve the vision of the York Learning Center (YLC) by restructuring the administration of the LIU 12 operated programs at the YLC to include one building site administrator with a high degree of diverse special education and leadership experience to supervise the building and the school age special education programs, including Yorkshire Academy, Lion’s Pride Academy, Therapeutic Emotional Support, and the Autism Academy. A cost savings will be yielded as a result of the restructuring.

Recommendation: No action is required at this time.

##### ***Board Policies for Review***

Background: The following board policies are presented for review:

1. *Board Policy 806* *- Child Abuse* - has been rewritten and reviewed by PSBA to be in compliance with new laws and regulations.
2. *Board Policy 823* *– Naloxone* - is a new policy.

Recommendation: No action is required at this time.

##### ***Grant Requests***

* 1. *Consolidated Federal Programs Grant*

Background: The Consolidated Application includes Title I Part A Improving Basic Programs, Title I Part D Delinquent Programs, and Title III Language Instruction for English Learners. Title IA and ID funds are utilized by residential institutions to benefit neglected and delinquent students. Title III Language Instruction for English Learners grant is a consortium of LEAs where LIU serves as the lead member. LIU will lead the consortium in meeting the required activities as outlined under Title III of ESSA, including Professional Development, Family Engagement & Direct Services to students.

Recommendation: Motion to approve grant application to PDE Federal Programs eGrants system for Title IA $269,178.00, Title ID $499,945.00 and Title III estimated $101,000.00, depending upon district participation in consortium, for a term beginning July 1, 2018 through September 30, 2019.

* 1. *GHF Benjamin Franklin Trust Fund Grant*

Background: The Franklin County Literacy Council is seeking to update existing resource materials available to tutors and adult learners. This will include new in-class curriculum, accessibility to online programs and new software to increase digital literacy of clients served by this program.

Recommendation: Motion to approve grant application to GHF Benjamin Franklin Trust Fund for $1,700.00 to increase digital literacy of clients for a term beginning January 1, 2019 through December 31, 2019.

* 1. *PaTTAN Project Grant*

Background: These Federal funds will provide development and renewal of instructional materials and guidance in the area of English as a Second Language education requested by the PA Dept. of Education as part of the Multi-Tiered System of Support Initiative.

Recommendation: Motion to approve grant application, with LIU 12 as sub-recipient, to Lancaster Lebanon Intermediate Unit 13 for $70,400.00 for the PaTTAN Project for a term beginning July 1, 2018 through June 30, 2019.

* 1. *Rice Family Foundation Grant*

Background: At the recommendation of the LIU safety committee to replace and increase the number of AED units available, this grant is requesting funds to purchase five AEDs to be placed at the three main LIU office locations: New Oxford, York Learning Center and Franklin Learning Center.

Recommendation: Motion to approve grant application to The Rice Family Foundation for up to $10,000 for purchase of five AED units for a term beginning August 1, 2018 through December 31, 2018.

#### Old Business

* 1. ***Ad Hoc Executive Director Search Committee Update***

#### New Business:

* 1. ***PDE Settlement for Closing of Migrant Education Grant***

Background: PDE closed the Migrant grant as of May 31, 2017. A settlement agreement has been proposed for the restitution of funds related to the closing of the Migrant Education Grant program.

Recommendation: Motion to accept the settlement agreement proposed by PDE for the restitution of funds relating to the closing of the Migrant Education Grant program.

* 1. ***Future Proposed LIU Board Retreat for Board Members and Interim Executive Director on September 15, 2018 from 10:00am to 3pm in New Oxford***

#### President’s Report

#### Interim Executive Director’s Report

#### Cabinet Reports

#### Adjournment

**Next Regular Meeting: September 4, 2018**