#### Call to Order

#### Pledge of Allegiance

#### Roll Call

#### Oath of Office for Elected Directors

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

* Dennis Dacheux, Dover Area School District

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

* Patrick McDonald, Waynesboro Area School District

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

* Scott Roland, Hanover Public School District

#### Appointment of Director & Oath of Office

Recommendation: Motion to appoint Brian Hoffman to replace James Roberts as the representative for South Eastern and Red Lion Area School Districts.

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

#### Approval of Minutes of August 7, 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 H-1 through H-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** |
| Baker | Daniel | Program Specialist | Preschool | 09/24/2018 | Resignation |
| Bentley | Allison | Summer Aide | 21st Century Grant Services | 08/31/2018 | Program Ended |
| Bodnari | Andrea | Itinerant Teacher | Visually Impaired Support | 08/08/2018 | Resignation |
| Boldosser | Janelle | Teacher | Autistic Support | 10/05/2018 | Resignation |
| Clineburg | Deborah | Teacher Assistant | Emotional Support | 06/08/2018 | Resignation |
| Coleman | Stephanie | Summer Instructor | 21st Century Grant Services | 08/31/2018 | Program Ended |
| Conley | Jennifer | Teacher | Therapeutic Emotional Support | 10/04/2018 | Resignation |
| Crawford | Karen | Secretary | Transportation | 10/31/2018 | Retirement |
| Feliciano | Ana | Program Assistant | 21st Century Grant Services | 08/31/2018 | Program Ended |
| Ferrence | Cynthia | Personal Care Assistant | Life Skills Support | 06/05/2018 | Resignation |
| Flinchbaugh | Laura | Personal Care Assistant | Autistic Support | 06/01/2018 | Resignation |
| Gibbons | Melissa | Personal Care Assistant | Autistic Support | 06/07/2018 | Resignation |
| Gibbs | Kylie | Summer Instructor | 21st Century Grant Services | 08/31/2018 | Program Ended |
| Hayes | Daniella | Teacher Assistant | Emotional Support | 06/01/2018 | Resignation |
| Jones | Catherinanne | Program Assistant | 21st Century Grant Services | 08/31/2018 | Program Ended |
| Klapka | Donald | Senior Grant Accountant | Business Services | 09/14/2018 | Resignation |
| Lichtenburg | Abbey | Summer Instructor | 21st Century Grant Services | 08/31/2018 | Program Ended |
| Little | Lorrie | Teacher Assistant | Special Education | 05/30/2018 | Resignation |
| McDaniel | Ashley | Summer Instructor | 21st Century Grant Services | 08/31/2018 | Program Ended |
| McDaniel | Travis | Site Coordinator | 21st Century Grant Services | 08/31/2018 | Program Ended |
| Murawski | Vanessa | Summer Aide | 21st Century Grant Services | 08/31/2018 | Program Ended |
| Ortiz | Elizabeth | Site Coordinator | 21st Century Grant Services | 08/31/2018 | Program Ended |
| Potts | Hannah | Program Assistant | 21st Century Grant Services | 08/31/2018 | Program Ended |
| Poulin | Katie | Teacher | Emotional Support | 08/08/2018 | Never Started |
| Rebuck | Zach | Summer Aide | 21st Century Grant Services | 08/31/2018 | Program Ended |
| Rickrode | Catherine | Summer Aide | 21st Century Grant Services | 08/31/2018 | Program Ended |
| Sherwood | Curtis | Teacher Assistant | Alternative Education | 06/01/2018 | Resignation |
| Smeltzer | Dorothy | Personal Care Assistant | District Contract | 06/05/2018 | Resignation |
| Smith | Jerrod | Teacher | Life Skills Support | 09/05/2018 | Resignation |
| Stoner | Karissa | Personal Care Assistant | Life Skills Support | 05/30/2018 | Resignation |
| Swart | Rhonda | Teacher Assistant | Autistic Support | 05/30/2018 | Resignation |
| Tharp | Gail | Personal Care Assistant | Autistic Support | 05/31/2018 | Resignation |
| Trimmer | Jill | Supervisor | Emotional Support | 09/19/2018 | Resignation |
| Tucker | Janice | Supervisor | Speech / Language Support | 11/12/2018 | Retirement |
| Turner | Karen | Teacher Assistant | Emotional Support | 06/08/2018 | Resignation |
| Wharton | Jonas | Site Coordinator | 21st Century Grant Services | 08/31/2018 | Program Ended |
| Zeager | Amanda | Teacher Assistant | Therapeutic Emotional Support | 09/05/2018 | 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** |
| Castellano | Pellie | Social Worker | Pupil Personnel Services | 08/08/2018 | $59,346.00 | F-9 | 188 Days |
| Conley | Chalfant | Teacher | Emotional Support | 08/23/2018 | $44,491.00 | D-1 | 188 Days |
| Ezibe | Leisa | Teacher | Life Skills Support | 09/04/2018 | $52,561.00 | H-2 | 188 Days |
| Fox | Megan | Speech Therapist | Speech / Language Support | 08/29/2018 | $39.96 per hour | F-6 | Part Time |
| Heisey | Ashley | Counselor | Pupil Personnel Services | 08/20/2018 | $49,772.00 | F-1 | 188 Days |
| McLaughlin | Matthew | Training and Consulting Staff Developer | Educational Services | 08/27/2018 | $58,518.00 | I-7 | 188 Day Stretch |
| Mitchell | Ronald | School Psychology Intern | Pupil Personnel Services | 08/22/2018 | $12,000.00 | n/a | 200 Days |
| O’Brien | Louisa | Teacher | Preschool | 08/29/2018 | $56,589.00 | F-8 | 188 Day Stretch |
| Rhone | Jennifer | Teacher | Life Skills Support / Multidisabilities Support | 08/27/2018 | $54,505.00 | E-8 | 188 Days |
| Rumbaugh | Melissa | Occupational Therapist | Occupational / Physical Therapy | 08/29/2018 | $34.72 per hour | D-5 | Part Time |
| Wiles | Sarah | Teacher | Emotional Support | 08/22/2018 | $49,772.00 | F-1 | 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** |
| Bear | Sarah | Interpreter | Hearing Impaired Support | 08/07/2018 | $29.03 | Interpreter II G-2 | 188 Days |
| Brodbeck | Joyce | Secretary | Preschool | 08/20/2018 | $15.83 | Sec C A-4 | 260 Days |
| Castillo Cortes | Andres | Teacher Assistant | Therapeutic Emotional Support | 08/29/2018 | $13.36 | TA/PCA G-1 | 188 Days |
| Chandler | DeAnn | Teacher Assistant | Autistic Support | 08/07/2018 | $15.66 | TA/PCA G-3 | 188 Days |
| Cobosco | Tammy | Personal Care Assistant | Hearing Impaired Support | 08/07/2018 | $13.26 | TA/PCA E-1 | 188 Days |
| Colon Velez | Aleidis | Teacher Assistant | Life Skills Support / Multidisabilities Support | 08/21/2018 | $13.36 | TA/PCA G-1 | 188 Days |
| Emig | Christine | Personal Care Assistant | Life Skills Support / Multidisabilities Support | 08/22/2018 | $14.79 | TA/PCA B-5 | 188 Days |
| Hetzer | Kelly | Personal Care Assistant | Autistic Support | 08/15/2018 | $13.01 | TA/PCA A-1 | 188 Days |
| Krichten | Kathi | Personal Care Assistant | Life Skills Support | 08/22/2018 | $20.23 | TA/PCA G-9 | 188 Days |
| Kuczynski | Brian | Personal Care Assistant | Visually Impaired Support | 08/07/2018 | $13.36 | TA/PCA G-1 | 188 Days |
| Lawrence | Jennifer | Personal Care Assistant | District Contract | 08/27/2018 | $15.66 | TA/PCA G-3 | 188 Days |
| Lincoln | Laurie | Personal Care Assistant | District Contract | 08/22/2018 | $13.01 | TA/PCA A-1 | 188 Days |
| May | Jodee | Personal Care Assistant | District Contract | 08/22/2018 | $14.45 | TA/PCA F-2 | 188 Days |
| Newman | Terri | Personal Care Assistant | Life Skills Support | 08/07/2018 | $13.26 | TA/PCA A-2 | 188 Days |
| Poole | Jennifer | Teacher Assistant | Emotional Support | 08/27/2018 | $14.45 | TA/PCA F-2 | 188 Days |
| Rohrbaugh | Megan | Personal Care Assistant | Hearing Impaired Support | 08/07/2018 | $13.36 | TA/PCA G-1 | 188 Days |
| Strausbaugh | Courtney | Case Manager | ELECT | 08/07/2018 | $15.93 | Recruiter A-1 | 220 Days |
| Todaro | Mary | Teacher Assistant | Life Skills Support | 08/24/2018 | $13.01 | TA/PCA A-1 | 188 Days |

###### Miscellaneous

1. Professional Contract:

A professional contract is awarded to the following staff members for satisfactorily completing three years of service:

|  |  |
| --- | --- |
| **Last Name** | **First Name** |
| Bair | Alexandra |
| Bowersox | Lauren |
| Brockman | Danielle |
| Keller | Lacy |
| Klunk | Cheryl |
| Krchnak | Marie |
| Smith | Natalie |
| Walsh | Molly |
| Yoder | Genevieve |

1. Additional Service Agreements

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Last Name** | **First Name** | **Position** | **School District** | **Dates** |
| Bordner | Corrine | Interpreter | Bermudian Springs School District  South Western School District | 07/2018 – 06/2019  08/28/2018 – 08/30/2018 |
| Chmilewski | Tanya | Interpreter | Bermudian Springs School District | 07/2018 – 06/2019 |
| DiCesare | Rosemary | Interpreter | Dallastown Area School District | 07/2018 – 06/2019 |
| Hahn | Martha | Nurse | South Western School District | 08/2018 – 06/2019 |
| Haid | Paul | Teacher | Dallastown Area School District | 07/2018 – 06/2019 |
| Hockensmith | Kimberly | Interpreter | Bermudian Springs School District | 07/2018 – 06/2019 |
| Holmes | Rebecca | Interpreter | Bermudian Springs School District | 07/2018 – 06/2019 |
| Imhoff | Jennifer | Interpreter | Dallastown Area School District | 07/2018 – 06/2019 |
| Knaper | Tiffany | Teacher | Northeastern School District | 08/22/2018 – 11/22/2018 |
| Knovich | Hollie | Interpreter | Dallastown Area School District | 07/2018 – 06/2019 |
| Lawrence | Billi Jo | Nurse | South Western School District | 08/2018 – 06/2019 |
| Markel | Jonna | Nurse | Red Lion Area School District  West York Area School District | 08/2018 – 06/2019  08/2018 – 06/2019 |
| Moul | Debra | Interpreter | Dallastown Area School District | 07/2018 – 06/2019 |
| Snyder | Charles | Interpreter | Dallastown Area School District | 07/2018 – 06/2019 |
| Sterner | Marilyn | Interpreter | Bermudian Springs School District  Conewago Valley School District | 07/2018 – 06/2019  08/20/2018 |
| Various Substitutes |  | Substitute Assistant | Greencastle-Antrim School District | 08/20/2018 – until district nurse is hired |
| Various Substitutes |  | Substitute Assistant | Greencastle-Antrim School District | 08/20/2018 – until district personal care assistant is hired |
| Various Substitutes |  | Substitute Assistant | Upper Adams School District | 08/2018 – 06/2019 |
| Warner | Patricia | Psychologist | Abraxas Leadership Development Program  Abraxas Youth Center  Abraxas Youth Center | 08/25/2018 07/16/2018  08/25/2018 |

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** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Baquero | Lillian | Teacher Assistant | Life Skills Support | $16.34 | TA/PCA C-6 | 08/07/2018 | B-6 | C-6 | Salary Column Movement due to PALS Hours |
| Brown | Lindsay | Secretary | Human Resources | $46,862.40 | Sec D F-5 | 09/05/2018 | Sec C | Sec D | Position Reclass |
| Crooks | Brianna | Teacher | Autistic Support | $50,972.00 | LIUEA F-5 | 08/10/2018 | E-5 | F-5 | Salary Column Movement – Master’s Degree |
| Fox | Kelly | Associate Supervisor | Preschool Speech | $75,682.86 | ACT 93 | 09/10/2018 | Program Specialist / LIUEA | Associate Supervisor / ACT 93 | Position Transfer |
| Fry | Nicole | Accountant | Business Services | $66,500.00 | ACT 93 | 09/05/2018 | ESPA Accountant | ACT 93 Accountant | Position Reclass |
| Genoese | Donna | Secretary | Visually Impaired Support | $21.62 | Sec C F-7 | 08/07/2018 | Intervener | Secretary | Position Transfer |
| Gingerich | Lisa | Teacher Assistant | Therapeutic Emotional Support | $15.05 | TA/PCA C-4 | 08/07/2018 | B-4 | C-4 | Salary Column Movement due to PALS Hours |
| Klopp | Katherine | Temporary Teacher | Behavior Intervention | $44,491.00 | LIUEA D-1 | 07/20/2018 | Personal Care Assistant | Temporary Teacher | Position Transfer |
| Knaper | Tiffany | Teacher | Multidisabilities Support | $62,420.00 | LIUEA G-10 | 08/21/2018 | F-10 | G-10 | Salary Column Movement – Master’s + 15 |
| Lubaszewski | Thomas | Teacher | Educational Services | Per Diem | Per Diem | 08/01/2018 | n/a | n/a | Additional Duties / Hours |
| Mickey | Richard | Maintenance | Building and Grounds | $26.76 | Maint/Cust C C-9 | 07/01/2018 | A-9 | C-9 | Salary Column Movement due to PALS Hours |
| Peterson | Heather | Teacher | Educational Services | Per Diem | Per Diem | 08/01/2018 | n/a | n/a | Additional Duties / Hours |
| Ruiz | Sharon | Intervener | Hearing Impaired Support | $25.36 | Intervener C-3 | 08/07/2018 | Personal Care Assistant | Intervener | Position Transfer |
| Sellers | Erika | Secretary | Visually Impaired Support | $12.91 | Sec C A-1 | 08/07/2018 | n/a | n/a | Additional Part Time Position |
| Smith | Benjamin | Supervisor of Educational Technology | Educational Technology Services | $90,234.00 | ACT 93 | 09/05/2018 | Program Specialist | Supervisor of Educational Technology | Position Transfer |
| Smith | Benjamin | Supervisor of Educational Technology | Educational Technology Services | $93,234.00 | ACT 93 | To Be Determined | $90,234.00 | $93,234.00 | Additional $3,000.00 in Salary (upon completion of additional certification) |
| Snelbaker | Tesla | Personal Care Assistant | Hearing Impaired Support | $13.78 | TA/PCA C-2 | 08/07/2018 | A-2 | C-2 | Salary Column Movement due to PALS Hours |
| Tavares | Cindy | Teacher Assistant | Autistic Support | $15.25 | TA/PCA B-6 | 08/07/2018 | A-6 | B-6 | Salary Column Movement due to PALS Hours |
| Tome | Jamie | Supervisor | Speech / Language Support | $84,500.00 | ACT 93 | 09/04/2018 | Speech Therapist / LIUEA | Supervisor / ACT 93 | Position Transfer |
| Willits | Monica | Teacher Assistant | Autistic Support | $20.23 | TA/PCA D-9 | 08/07/2018 | C-9 | D-9 | Salary Column Movement due to PALS Hours |

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

###### Treasurer’s Report

Recommendation: Motion to accept the Treasurer’s Report of July 31, 2018, showing cash on hand of $15,733,399.10.

###### Check Register of Payments

Background: The check register lists payments made since the last Board report through August 24, 2018.

|  |  |
| --- | --- |
| Payroll 7/30/18 | $ 2,862,965.47 |
| Payroll 8/15/18 | $ 2,762,143.54 |
| Total Payroll | $ 5,625,109.01 |
| Total Accounts Payable | $ 2,779,137.78 |
| **Total Payments** | **$ 8,404,246.79** |

Recommendation: Motion to approve payments through August 24, 2018 and payroll through August 15, 2018, totaling $8,404,246.79.

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

Background: A new job description for Learning Center Site Administrator was presented last month 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: Motion to adopt new job description for Learning Center Site Administrator.

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

Background: A new job description for Program Secretary is presented for review. This position is a part-time position that will serve the Nonpublic Schools Program and the Educational Services Division.

Recommendation: No action required at this time.

##### ***Board Policies for Adoption***

Background: The following board policies are presented for adoption:

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

Recommendation: Motion to adopt policies 806-Child Abuse, and 823-Naloxone.

##### ***Transportation Contract Awards for 2018-2019 Academic Year***

Background: Requests for quotations were solicited for special education contracted transportation services.

Recommendation: Motion to award bids for contracted transportation services for Special Education Transportation for the effective dates of July 1, 2018 through June 30, 2019 to the following vendors:

F & S Transportation Inc., Jacoby Transportation Inc., and Kelly Transit Inc.

#### Old Business

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

#### New Business:

#### President’s Report

#### Interim Executive Director’s Report – Comprehensive Plan Update

#### Cabinet Reports

#### Adjournment

**Next Regular Meeting: October 2, 2018**