#### Call to Order

#### Pledge of Allegiance

#### Oath of Office for Elected Directors

Directors to serve new three year terms beginning July 1, 2019 through June 30, 2022

* Brian Hoffman, South Eastern School District
* Cory Nade, Northeastern School District
* Dolores Nester, Littlestown Area School District
* Mark Schur, Chambersburg Area School District
* Michael Wagner, Central York School District

#### Roll Call

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

#### Presentation: STEM Design Challenge – Jared Mader and Ben Smith, Educational Technology Division

#### Approval of Minutes of June 25, 2019

#### 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 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** |
| Bair | Alexandra | Speech Therapist | Speech / Language Support | 05/31/2019 | Resignation |
| Bear | Sarah | Interpreter | Hearing Impaired Support | 06/07/2019 | Resignation |
| Capezzuto | Maria | Teacher Assistant | Autistic Support | 06/03/2019 | Resignation |
| Caracino | Jenna | Speech Therapist | Speech / Language Support | 05/31/2019 | Resignation |
| Curren | Holly | Personal Care Assistant | Autistic Support | 06/03/2019 | Resignation |
| Dunlap | Kyle | Teacher | Emotional Support | 05/31/2019 | Resignation |
| Dutrisac | Francine | Staff Developer | Educational Services | 08/30/2019 | Resignation |
| Eisenhart | Kimberly | Teacher Assistant | Emotional Support | 06/04/2019 | Resignation |
| Eller | Sally | Teacher | Multidisabilities Support | 09/06/2019 | Retirement |
| Halloran | Megan | Licensed Practical Nurse | Life Skills Support | 06/04/2019 | Resignation |
| Hockenberry | Kristen | Teacher | Autistic Support | 06/05/2019 | Resignation |
| Jones | Beverly | Teacher Assistant | Life Skills Support | 06/11/2019 | Retirement |
| Krugh | Tiffany | Teacher Assistant | Life Skills Support | 05/30/2019 | Resignation |
| Linebaugh | Kati | Associate Supervisor | Emotional Support | 06/13/2019 | Resignation |
| Little | Tammy | Teacher Assistant | Autistic Support | 05/29/2019 | Other |
| Nelson | Lureen | English as a Second Language Instructor | Adult Education | 07/24/2019 | Resignation |
| Redmond | Faith | Teacher Assistant | Preschool | 06/13/2019 | Retirement |
| Rose-Disney | Teressa | School Psychologist | Pupil Personnel Services | 06/20/2019 | Resignation |
| Sanchez | Korri | Job Coach | Educational Services | 06/19/2019 | Resignation |
| ~~Santell~~ | ~~Ingrid~~ | ~~Secretary~~ | ~~Transportation~~ | ~~08/01/2019~~ | ~~Termination~~ |
| Shaffer | Hannah | Teacher | Multidisabilities Support | 06/05/2019 | Resignation |
| Shaull | Heidi | Teacher | Intervention | 05/30/2019 | Resignation |
| Short | Stephanie | Teacher | Autistic Support | 05/31/2019 | Resignation |
| Shreve | Rachel | Teacher Assistant | Intervention | 05/30/2019 | Resignation |
| Smith | Lisa | Teacher Assistant | Multidisabilities Support | 06/04/2019 | Resignation |
| ~~Strausbaugh~~ | ~~Erin~~ | ~~Teacher Assistant~~ | ~~Therapeutic Emotional Support~~ | ~~06/04/2019~~ | ~~Termination~~ |
| Swoboda | Karen | Certified Occupational Therapy Assistant | Occupational / Physical Therapy | 06/04/2019 | Resignation |
| Watson | Stephen | Personal Care Assistant | Autistic Support | 05/30/2019 | Resignation |
| West | Jocelyn | English as a Second Language Instructor | Adult Education | 07/24/2019 | Resignation |
| Xapadky | Jennifer | Teacher Assistant | Emotional Support | 06/05/2019 | Resignation |
| Yambor | Stephen | Teacher | Alternative Education | 08/04/2019 | Retirement |

###### **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** |
| Bond | Nicole | Educational Technology Specialist | Educational Technology Services | 07/31/2019 | $75,682.00 | Act 93 | 260 Days |
| Danner | Wendy | Staff Accountant | Business Services | 07/31/2019 | $64,000.00 | Act 93 | 260 Days |
| Ford | Christina | Itinerant Teacher | Preschool | 07/24/2019 | $53,657.00 | LIUEA H-4 | 188 Day Stretch |
| Gouff | Amanda | Teacher | Autistic Support | TBD | $47,697.00 | LIUEA E-4 | 188 Days |
| Holt | Ryan | Staff Accountant | Business Services | 07/24/2019 | $64,000.00 | Act 93 | 260 Days |
| Hoover | Hanna | School Psychology Intern | Pupil Personnel Services | 07/17/2019 | $12,000.00 | n/a | 200 Days |
| Longenecker | Erin | Teacher | Preschool | 07/31/2019 | $51,468.00 | LIUEA F-5 | 188 Day Stretch |
| Mittner | Lauren | Teacher | Hearing Impaired Support | TBD | $50,268.00 | LIUEA F-1 | 188 Days |
| Reda | Stacy | Teacher | Multidisabilities Support | TBD | $44,987.00 | LIUEA D-1 | 188 Days |
| Rose | Stacey | Physical Therapist | Occupational / Physical Therapy | 07/10/2019 | $59,856.00 | LIUEA Doct-7 | 188 Day Stretch |
| Simpson | Chamane | School Psychologist | Pupil Personnel Services | 08/05/2019 | $58,087.00 | LIUEA DRP-2 | 200 Days |
| Van Hemert | Ann | Teacher | Autistic Support | 07/31/2019 | $45,287.00 | LIUEA D-2 | 188 Days |
| Williams | Tracy | Assistant Director of Human Resources | Human Resources | TBD | $90,000.00 | Act 93 | 260 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** |
| Alexander | Madeline | Teacher Assistant | Autistic Support | TBD | $14.88/hour | TA/PCA G-2 | 188 Days |
| Alwine | Jessica | Teacher Assistant | Autistic Support | 07/24/2019 | $13.67/hour | TA/PCA F-1 | 188 Days |
| Bankert | Grace | Certified Occupational Therapy Assistant | Occupational / Physical Therapy | 07/17/2019 | $28.08/hour | COTA/PTA A-1 | 188 Days |
| Beamer | Teri | Teacher Assistant | Preschool | 07/17/2019 | $13.83/hour | TA/PCA A-3 | 188 Day Stretch |
| Bowens | Angelikia | Personal Care Assistant | District Contract | 07/17/2019 | $13.37/hour | TA/PCA A-1 | 188 Days |
| Brakefield | Nicole | Personal Care Assistant | District Contract | 07/17/2019 | $13.37/hour | TA/PCA A-1 | 188 Days |
| Goc | Teresa | Intervener | Visually Impaired Support | 07/17/2019 | $26.51/hour | Intervener E-1 | 188 Days |
| Goldman | Ashlee | Personal Care Assistant | Hearing Impaired Support | TBD | $13.67/hour | TA/PCA F-1 | 188 Days |
| Harmon | Sarah | Teacher Assistant | Preschool | 07/10/2019 | $14.81/hour | TA/PCA F-2 | 188 Day Stretch |
| Hippensteel | Janet | Teacher Assistant | Therapeutic Emotional Support | TBD | $14.10/hour | TA/PCA A-4 | 188 Days |
| Hoppel | Krista | Certified Occupational Therapy Assistant | Occupational / Physical Therapy | 07/31/2019 | $28.98/hour | COTA/PTA C-1 | 188 Days |
| Jones | Joan | Personal Care Assistant | Autistic Support | TBD | $14.10/hour | TA/PCA A-1 | 188 Days |
| Keech | Christopher | Teacher Assistant | Alternative Education | 07/31/2019 | $13.83/hour | TA/PCA A-3 | 188 Days |
| Leavitt | Angela | Personal Care Assistant | Autistic Support | TBD | $13.37/hour | TA/PCA A-1 | 188 Days |
| Markel | Tammie | Teacher Assistant | Life Skills Support | 07/24/2019 | $13.67/hour | TA/PCA F-1 | 188 Days |
| McCarty | Hannah | Personal Care Assistant | Autistic Support | 07/31/2019 | $13.37/hour | TA/PCA A-1 | 188 Days |
| McCloskey | Kelly | Personal Care Assistant | Autistic Support | 07/31/2019 | $13.37/hour | TA/PCA A-1 | 188 Days |
| Miller | Sondra | Personal Care Assistant | Intervention | 07/24/2019 | $13.67/hour | TA/PCA F-1 | 188 Days |
| Piatak | Louesa | Personal Care Assistant | Autistic Support | 07/31/2019 | $13.62/hour | TA/PCA E-1 | 188 Days |
| Poole | Jennifer | Teacher Assistant | Life Skills Support | TBD | $13.31/hour | TA/PCA A-1 | 188 Days |
| Straley | Crystal | Personal Care Assistant | Autistic Support | 07/31/2019 | $13.72/hour | TA/PCA G-1 | 188 Days |
| Topper | Cheyenne | Certified Occupational Therapy Assistant | Occupational / Physical Therapy | 07/31/2019 | $28.08/hour | COTA/PTA A-1 | 188 Day Stretch |
| Topper | LoriAnne | Personal Care Assistant | Visually Impaired Support | 07/10/2019 | $17.20/hour | TA/PCA G-4 | 188 Days |
| Weaver | Robin | Personal Care Assistant | Life Skills Support | 07/24/2019 | $13.37/hour | TA/PCA A-1 | 188 Days |
| Westberry | Lisa | Personal Care Assistant | Preschool | TBD | $19.42/hour | TA/PCA F-6 | 188 Day Stretch |
| Whittington | Douglas | Teacher Assistant | Autistic Support | 07/24/2019 | $13.37/hour | TA/PCA A-1 | 188 Days |
| Wilson | Nickolas | Summer Help | Educational Technology Services | 07/16/2019 | $9.50/hour | n/a | Part Time Hourly |
| Wzorek | Christine | Physical Therapy Assistant | Occupational / Physical Therapy | 07/10/2019 | $28.98/hour | COTA/PTA A-2 | 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** |
| Arnold | Emily |
| Baum | Jessica |
| Horner | Lily |
| Keller | Maureen |
| Kemmer | Lauren |
| Linthicum | Sherri |
| McManama | Kevin |
| Michalak | Sarah |
| Miller | Allison |
| Schwartz | Abby |
| Smith | Hannah |
| Warner | Kerri |

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** |
| Goff | Julie | Nurse | $14.96 per hour (2018-2019 rate)$15.32 per hour (2019-2020 rate) | Littlestown Area School District | June 18, 2019 – July 18, 2019 |
| Hahn | Martha | Nurse | $24.48 per hour | South Western School District | August 2019 – June 2020 |
| Hawbaker | Heidi | Teacher | $34.18 per hour | Chambersburg Area School District | July 2019 – August 6, 2019 |
| Lawrence | Billi Jo | Nurse | $22.82 per hour | Spring Grove Area School District | August 2019 – June 2020 |
| Various Medical Staffing Network Nurses | Various Medical Staffing Network Nurses | Nurse | $39.50 - $56.00 per hour (based on RN or LPN coverage) | Littlestown Area School District | June 18, 2019 – July 18, 2019 |

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** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Barker | Kristin | Teacher Assistant | Life Skills Support | $14.29 per hour | TA/PCA B-3 | 08/06/2019 | TA/PCA A-3$13.83 per hour | TA/PCA B-3$14.29 per hour | Salary Column Movement – PALS Hours |
| Buck | Jennifer | Oral Transliterator | Hearing Impaired Support | $35.85 per hour | Interpreter-RID2 G-5 | 08/06/2019 | Teacher AssistantTA/PCA G-5$18.00 per hour | Oral TransliteratorInterpreter-RID2 G-5 $35.85 per hour | Position Transfer |
| Critchlow | Lucinda | Floating Substitute Teacher | Special Education | $245.68 per day | LIUEA D-7 | 08/20/2019 | Temporary Floating Substitute TeacherLIUEA D-1$236.65 per day | Permanent Floating Substitute TeacherLIUEA D-7$245.68 per day | Position Transfer |
| DiMarco-Beard | Maddalena | Speech Therapist | Speech /Language Support | $72,886.00 | LIUEA H-13 | 08/06/2019 | LIUEA G-13$71,212.00 | LIUEA H-13$72,886.00 | Salary Column Movement – Master’s + 30 |
| Durbin | David | Teacher | Alternative Education | $71,212.00 | LIUEA G-13 | 08/06/2019 | Instructional AdvisorLIUEA G-13 + IA Stipend$74,212.00 | TeacherLIUEA G-13$71,212.00 | Position Transfer |
| Garner | Amanda | Education Coordinator | Adult Education | $20.02 per hour | Adult Ed B-2 | 07/01/2019 | n/a | n/a | Additional Part Time Hours / Duties |
| Geesey | Janelle | Teacher | Intervention | $50,372.00 | LIUEA F-3 | 05/19/2019 | LIUEA D-3$45,091.00 | LIUEA F-3$50,372.00 | Salary Column Movement – Master’s |
| Gifford | Shaina | Personal Care Assistant | Autistic Support | n/a | n/a | 09/13/2019 | 09/27/2019 | 09/13/2019 | Revised Separation Date |
| Goff | Julie | Licensed Practical Nurse | Life Skills Support | $26.93 per hour | Nurse-LPN A-9 | 08/06/2019 | Personal Care AssistantTA/PCA A-9$15.32 per hour | Licensed Practical NurseNurse-LPN A-9$26.93 per hour | Position Transfer |
| Griffith | Sandra | Teacher Assistant | Autistic Support | $15.61 per hour | TA/PCA B-6 | 08/06/2019 | TA/PCA A-6$14.58 per hour | TA/PCA B-6$15.61 per hour | Salary Column Movement – PALS Hours |
| Grove | Amy | Personal Care Assistant | Autistic Support | $16.88 per hour | TA/PCA B-9 | 08/06/2019 | TA/PCA A-9$15.32 per hour | TA/PCA B-9$16.88 per hour | Salary Column Movement – PALS Hours |
| Haas | Connie | Teacher Assistant | Intensive Learning Support | $18.65 per hour | TA/PCA C-9 | 08/06/2019 | TA/PCA B-9$16.88 per hour | TA/PCA C-9$18.65 per hour | Salary Column Movement – PALS Hours |
| Hillier | Lauren | Itinerant Teacher | Hearing Impaired Support | n/a | n/a | 08/06/2019 | n/a | n/a | End of Sabbatical / Return to Full Duty |
| Hostetter | Jenny | Teacher Assistant | Autistic Support | $14.73 per hour | TA/PCA B-4 | 08/06/2019 | TA/PCA A-4$14.10 per hour | TA/PCA B-4$14.73 per hour | Salary Column Movement – PALS Hours |
| Johns | Bonnie | Personal Care Assistant | Autistic Support | n/a | n/a | 08/06/2019 | 6 Hours per Day | 7 Hours per Day | Work Calendar Adjustment |
| Keefe | Katie | Teacher Assistant | Autistic Support | $16.02 per hour | TA/PCA G-3 | 08/06/2019 | Extended School YearPart Time Extended School Year Assistant | Autistic SupportFull TimeTeacher Assistant | Program / Position Transfer |
| Landis | Krystal | Teacher Assistant | Multidisabilities Support | $17.35 per hour | TA/PCA C-7 | 08/06/2019 | TA/PCA B-7$16.00 per hour | TA/PCA C-7$17.35 per hour | Salary Column Movement – PALS Hours |
| Levin | Gary | Staff Accountant | Business Services | $67,830.00 | Act 93 | 07/01/2019 | Senior Grant Accountant$64,000.00 | Staff Accountant$67,830.00 | Position Transfer |
| Lovell | Kelly | Fiscal Assistant | Business Services | $47,444.80 | Sec E F-4 | 07/01/2019 | Sec E E-4$45,635.20 | Sec E F-4$47,444.80 | Salary Column Movement – 60+ Credits |
| Nimo | Theresa | Itinerant Teacher | Act 89 Nonpublic School Services | $41.00 per hour | LIUEA H-5 | 08/06/2019 | Temporary Itinerant TeacherFull Time | Permanent Itinerant TeacherPart Time  | Temporary to Permanent / Work Calendar Adjustment – Full Time to Part Time |
| Ott | Kyle | Extended School Year Assistant | Extended School Year | $13.37 per hour | TA/PCA A-1 | 07/18/2019 | District ContractFull TimePersonal Care AssistantTA/PCA G-1$13.72 per hour | Extended School YearPart TimeExtended School Year AssistantTA/PCA A-1$13.37 per hour | Program / Position Transfer |
| Rohrer | Heather | Counselor | Act 89 Nonpublic School Services | $51,468.00 | LIUEA F-5 | 08/06/2019 | Part Time $39.11 per hour | Full Time$51,468.00 | Work Calendar Adjustment – Part Time to Full Time |
| Schwartz | Abby | Teacher | Autistic Support | $47,697.00 | LIUEA E-4 | 08/06/2019 | LIUEA D-4$45,887.00 | LIUEA E-4$47,697.00 | Salary Column Movement – Bachelor’s + 24 with Level II Certification |
| Secula | Jennifer | School Psychologist | Pupil Personnel Services | $78,244.00 | LIUEA K-13 | 08/06/2019 | Act 93$83,127.96 | LIUEA K-13$78,244.00 | Position Transfer |
| Shellenberger | Ashlie | Teacher | Autistic Support | $55,085.00 | LIUEA F-7 | 07/17/2019 | LIUEA G-7$55,951.00 | LIUEA F-7$55,085.00 | Salary Correction |
| Spahn | Tashawna | Instructional Advisor | Special Education | n/a | n/a | 07/01/2019 | 220 Days | 210 Days | Work Calendar Adjustment |
| Stahl | Lisa | Summer Custodian | Special Education | $14.00 per hour | n/a | 06/03/2019 | n/a | n/a | Additional Part Time Summer Position |
| Sullivan | Lori | Summer Custodian | Special Education | $14.00 per hour | n/a | 06/03/2019 | n/a | n/a | Additional Part Time Summer Position |
| Thomason | Amanda | Counselor | Pupil Personnel Services | $50,268.00 | LIUEA F-1 | 08/06/2019 | Teacher AssistantTherapeutic Emotional SupportTA/PCA G-5$18.36 per hour | CounselorPupil Personnel ServicesLIUEA F-1$50,268.00 | Program / Position Transfer |
| Todaro | Mary | Summer Custodian | Special Education | $14.00 per hour | n/a | 06/17/2019 | n/a | n/a | Additional Part Time Summer Position |
| Waltersdorff | Melissa | Counselor | Act 89 Nonpublic School Services | $51,468.00 | LIUEA F-5 | 08/06/2019 | Part Time $38.50 per hour | Full Time$51,468.00 | Work Calendar Adjustment – Part Time to Full Time |
| Wheeler | Melanie | Occupational Therapist / Program Support Specialist | Occupational / Physical Therapy | $1,800.00 Stipend | n/a | 08/06/2019 | $1,200.00 Stipend | $1,800.00 Stipend | Additional Time as Program Support Specialist |
| Wolf | Patty | Teacher Assistant | Intensive Learning Support | $17.58 per hour | TA/PCA E-5 | 08/06/2019 | TA/PCA D-5$17.08 per hour | TA/PCA E-5$17.58 per hour | Salary Column Movement – PALS Hours |

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

###### **Treasurer’s Report**

Recommendation: Motion to accept the Treasurer’s Report of June 30, 2019, showing cash on hand of $16,735,985.67.

###### **Check Register of Payments**

Background: The check register lists payments made since the last Board report through July 30, 2019.

|  |  |
| --- | --- |
| Payroll 6/30/2019 | $3,838,146.44 |
| Payroll 7/15/2019 | $2,885,199.88 |
| Payroll 7/30/2019 | $2,849,033.37 |
| Total Payroll | $9,572,380.19 |
| Total Accounts Payable | $5,256,553.24 |
| **Total Payments** | **$14,828,933.43** |

Recommendation: Motion to approve the payment of bills through July 30 2019 and payroll through July 30, 2019, totaling $14,828,933.43.

###### **Budget Transfers**

Background: The budget transfer report lists transfers processed from June 14 through June 30, 2019.

Recommendation: Motion to approve Budget Transfers from June 14 through June 30, 2019.

##### ***Request to Conduct Doctoral Study***

Background: Mikayla Kemmerly, LIU 12 Occupational Therapist, is pursuing a doctoral degree through Mary Baldwin University in Staunton, Virginia. This project will be completed with LIU 12 occupational therapy practitioners through program development of a collaborative online journal club. This journal club will support and potentially increase the incorporation of evidence within the practitioner’s daily practice to maximize therapy outcomes for the students receiving their services.

Recommendation: Motion to grant approval for Mikayla Kemmerly to conduct her doctoral research through development of a collaborative online journal club, which will support and potentially increase the incorporation of evidence within the practitioner’s daily practice to maximize therapy outcomes for the students receiving their services.

#### New Business

* 1. ***Appointment of Interim Assistant Executive Director***

Background: The Administration recommends the appointment of Dr. Bruce Sensenig as Interim Assistant Executive Director of the Lincoln Intermediate Unit, effective July 22, 2019 and ending on a date to be mutually agreed upon.

Recommendation: Motion to approve an agreement with Dr. Bruce Sensenig to serve as Interim Assistant Executive Director of the Lincoln Intermediate Unit retroactive to July 22, 2019 and ending on a date to be mutually agreed upon between Dr. Sensenig and the LIU Board of Directors.

#### President’s Report

#### Executive Director’s Report

#### Cabinet Reports

#### Adjournment

**Next Regular Meeting:** **September 3, 2019**