

**Lincoln Intermediate Unit 12
Board of Directors Meeting
June 7, 2016**

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Oath of Office

E. Recognition of Visitors and Public Comment: Douglas White, Board President

F. Approval of Minutes of May 3, 2016

G. Consent Agenda

Background: The following Consent Agenda items are presented for approval.

Recommendation: Motion to approve the Consent Agenda.

1. Personnel Actions

a. Resignations/Retirements/Terminations

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

Last Name	First Name	Position	Program	Term Date	Reason
AS60514		Student Worker	Youth Employment Program	06/07/2016	Never Started
Baer	Paul	Teacher	Neurological Support	06/01/2016	Retirement
Bishop	Nicole	Psychologist	Pupil Personnel Services	06/09/2016	Resignation
Christiansen	Kara	Teacher	Act 89 Nonpublic Schools	06/02/2016	Resignation
CO60503		Paid Work Experience	Youth Employment Program	05/11/2016	Completed Program
Davenport	Roxanee	Teacher	Life Skills Support	06/01/2016	Retirement
DE87748		Paid Work Experience	Youth Employment Program	05/11/2016	Completed Program
Drasher	Peggy	Student Support Specialist Assistant	Migrant Program	04/25/2016	Resignation
Elicker	Cynthia	Bus Driver	Transportation	06/07/2016	Retirement
FA87081		Paid Work Experience	Youth Employment Program	05/05/2016	Completed Program
Fenske	Amanda	Teacher Assistant	Preschool Program	07/28/2016	Resignation
Gadreau	Jamie	Psychologist	Pupil Personnel Services	06/09/2016	Resignation
KE79130		Paid Work Experience	Youth Employment Program	05/20/2016	Completed Program
Knight	Sandra	Bus Driver	Transportation	07/28/2016	Retirement
LO61851		Student Worker	Youth Employment Program	06/07/2016	Never Started
Martin	Kathy	Teacher Assistant	Autistic Support	06/03/2016	Retirement
Persing	Nicole	Psychologist	Pupil Personnel Services	06/10/2016	Resignation
Pierich	Jennifer	Psychologist	Pupil Personnel Services	05/20/2016	Resignation
PO87613		Paid Work Experience	Youth Employment Program	05/19/2016	Completed Program
RE83445		Paid Work Experience	Youth Employment Program	05/20/2016	Completed Program
Reynolds	Joyce	Teacher Assistant	Therapeutic Emotional Support	06/07/2016	Retirement
Rodgers	Linda	Personal Care Assistant	Autistic Support	06/03/2016	Retirement
Royer	Diana	Teacher	Life Skills Support	06/03/2016	Transfer Between Entities
Sayres	Lenora	Bus Driver	Transportation	05/06/2016	Retirement
Schmalzer	Stephanie	Psychologist	Pupil Personnel Services	05/06/2016	Resignation
School	Nancy	Instructional Advisor	Neurological Support	06/03/2016	Retirement
Smith	Elisa	Assistant	Migrant Program	07/31/2016	Termination
Solalinde	Bernice	Interpreter	Migrant Program	05/20/2016	Termination
Staub	Kay Susan	Bus Driver	Transportation	06/16/2016	Retirement

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Staub	Sylvia	Administrative Assistant	Special Education	07/05/2016	Retirement
Stokes	Heather	Teacher	Autistic Support	06/06/2016	Resignation
Weyant	Taylor	Personal Care Assistant	Preschool Program	05/25/2016	Position Ended
Yerke	Jessica	Speech Pathologist	Preschool Program	07/28/2016	Resignation

b. 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
Carpenter	Carolyn	Reading Specialist/Math Teacher	Act 89 Nonpublic Schools	05/26/2016	\$49,977.00	F-5	188 Days
Combs	Rachel	Speech Therapist	Speech/Language Support	05/26/2016	\$48,777.00	F-1	188 Days
Linthicum	Sherri	Speech Therapist	Preschool Program	06/29/2016	\$49,977.00	F-5	188 Days
Walton	Kelley	Speech Therapist	Preschool Program	06/22/2016	\$48,777.00	F-1	188 Days
Wright	Austin	Speech Therapist	Speech/Language Support	05/26/2016	\$48,777.00	F-1	188 Days

(2) Non Certificated Staff (Pending receipt of all required paperwork.)

Last Name	First Name	Position	Program	Orientation or Hire Date	Rate	Category Step/Scale	Work Calendar
Ramirez-Gonzalez	Noemi	Interpreter	English as a Second Language	06/08/2016	\$17.00	N/A	As Needed Basis
St. Onge	Deborah	ESL Instructor	Adult Education	05/18/2016	\$18.19	N/A	Part-Time

c. 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
Bordner	Corinne	Interpreter	Conewago Valley School District	May 18, 2016 Three Hours
			Red Lion Area School District	June 1, 2016 Six Hours
			Red Lion Area School District	June 3, 2016 Six Hours
Hockensmith	Kim	Interpreter	Bermudian Springs School District	June 1, 2016
Mamory	Allison	Interpreter	Conewago Valley School District	June 1, 2016 Six Hours
			Red Lion Area School District	June 3, 2016 Six Hours
Merryman	Kimberly	Teacher	Central York School District	May 19, 2016 – June 3, 2016
Owings	Caroline	Teacher	West York Area School District	May 18, 2016 – June 7, 2016
Sternner	Marilyn	Interpreter	Bermudian Springs School District	June 1, 2016
			Conewago Valley School District	May 16, 2016 Three Hours May 16, 2016 Three Hours
Warner	Patricia	Psychologist	Abraxas Leadership Development	May 2016 – Two Days
			Abraxas Youth Center	April/May 2016 – Three Days

(2) Change in Employment Status

Recommend approval to change the employment status of the following:

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Last Name	First Name	Position	Program	Rate	Category Step/Scale	Effective	From	To	Reason
Benedict	Alexander	Teacher	Extended School Year	\$33.05	LIUEA D-1	06/27/2016	Teacher Assistant	Teacher	Position Transfer
Gold	Amy	Teacher	English as a Second Language	N/A	N/A	04/18/2016	33 ¾ Hours/Week	37 ½ Hours/Week	Increase in Hours Worked
Groft	Michelle	Secretary	Preschool Program	\$22.46	ESPA Sec E B-9	07/05/2016	Referral Secretary	Program Secretary	Position Transfer
Hare	Deborah	Itinerant Teacher	English as a Second Language	\$57,382.00	LIUEA I-7	05/13/2016	H-7	I-7	Salary Column Move to Masters +45
Kachmar	Courtney	Teacher	Emotional Support	\$54,318.00	LIUEA G-7	05/16/2016	F-7	G-7	Salary Column Move to Masters +15
March	Amy	Itinerant Teacher	Preschool Program	\$53,126.00	LIUEA I-5	05/16/2016	H-5	I-5	Salary Column Move to Masters +45
Pinto	Luke	Teacher	Special Education	N/A	N/A	2016/2017 School Year	Four Days/Week	Five Days/Week	Increased Days Worked
Quinn	Erica	Teacher	Life Skills Support	\$231.36/Day	LIUEA D-1	05/09/2016	Teacher Assistant	Teacher	Temporary Position
Ritson	Amy	Teacher	English as a Second Language	N/A	N/A	05/26/2016	31 ¼ Hours/Week	25 Hours/Week	Decrease in Hours Worked
Sharp	Laura	Psychologist	Supervisor of Pupil Personnel Services	\$92,000.00	Act 93	06/09/2016	Psychologist	Supervisor	Promotion
Shue	Diane	Counselor	Act 89 Nonpublic Schools	N/A	N/A	N/A	06/08/2016	06/07/2016	Correction in Retirement Date
Shurina	Sandra	Teacher	Hearing Impaired Support	\$61,117.00	LIUEA H-9	05/12/2016	G-9	H-9	Salary Column Move to Master +30

(3) Additional days beyond contract:

Special Education Division

Last Name	First Name	Program	May/June 2015/2016 # Days	July/August 2016/2017 # Days
Allen	Elsie Renee	Special Ed	2	
Bodnari	Andrea	Preschool(during this time)		6
Copenheaver	Elizabeth	NS	1	
Cox	Deanna	NS	1	
Czap	Julie	LSS	1	
Dean	Sarah	Preschool (during this time)	2	
Druck	Maggie	AE	3	2
Holtzman	Ellen	AS	3	
Kauffman	Brenda	Preschool (during this time)	5	
Krebs	Melinda	TaC	3	
Krepps	Zebulon	NS	1	
Myers	Timothy	NS	2	

(4) Summer Employment

The following Special Education staff will supervise student workers over the summer:

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Name	Position	Rate of Pay
Eldridge, Willa	Work Site Supervisor – Substitute	Per Diem Rate
Gallagher, Kellie	Work Site Supervisor – Substitute	Per Diem Rate
Kline, Pam	Work Site Supervisor	Per Diem Rate

(5) Recommend approval for the following Student Workers with the Life Skills Support Program:

Name	Position	Rate of Pay
AT68995	Student Worker	\$7.25
ME8995	Student Worker	\$7.25
ST70026	Student Worker	\$7.25

(6) Recommend approval for the following staff members to work in the Extended School Year program for the summer in the following programs: Alternative Education, Autistic Support, Blind/Visually Impaired, Deaf/Hard of Hearing, Instruction in the Home, Life Skills Support, Multidisabilities Support, Occupational/Physical Therapy, and Speech.

Last Name	First Name	ESY Position	Current Position	June/July Rate of Pay	ESY Program	ESY Supervisor
Allen	Susan	Teacher Assistant	Teacher Assistant	per diem	AS	Brenda Hartman
Bayliss	Michelle	Personal Care Assistant	Personal Care Assistant	per diem	AS	Brenda Hartman
Carroll	Deborah	Teacher	Teacher	per diem	AS	Brenda Hartman
Gargas	Jenna	Teacher	Teacher	per diem	AS	Brenda Hartman
Harman	Jaclyn	Teacher Assistant	Teacher Assistant	per diem	AS	Brenda Hartman
Kessler	Jessica	Teacher	Teacher	per diem	AS	Brenda Hartman
Klabon	Mychal	Teacher Assistant	Teacher Assistant	per diem	AS	Brenda Hartman
Martin	Debra	Teacher Assistant	Personal Care Assistant	per diem	AS	Brenda Hartman
Mitchell	Linda	Teacher Assistant	Teacher Assistant	per diem	AS	Brenda Hartman
Queenan	Beverly	Teacher	Teacher	per diem	AS	Brenda Hartman
Rausch	Jennifer	Teacher	Teacher	per diem	AS	Brenda Hartman
Rinaolo	Mary	Teacher Assistant	Teacher Assistant	per diem	AS	Brenda Hartman
Sager	Elizabeth	Personal Care Assistant	Personal Care Assistant	per diem	AS	Brenda Hartman
Saunders	Ashlee	Teacher Assistant	Teacher Assistant	per diem	AS	Brenda Hartman
Spellman	Mary	Personal Care Assistant	Personal Care Assistant	per diem	AS	Brenda Hartman
Stambaugh	Nancy	Personal Care Assistant	Personal Care Assistant	per diem	AS	Brenda Hartman
Lisa	Gongaware	Teacher	Teacher	per diem	AE	Brian Bealmear
Banquer	Alfred	ESY Teacher	Teacher	D-1	AS	Jackie Drooger
Benedict	Alexander	ESY Teacher	Teacher	D-1	AS	Jackie Drooger
Benedict	Haven	Teacher	Teacher	per diem	MDS	Jackie Drooger
Bennett	Pamela	ESY Teacher Assistant	Teacher Assistant	A-1	AS	Jackie Drooger
Connolly	Casey	Teacher	Teacher	per diem	AS	Jackie Drooger
Cramer	Jennifer	Teacher Assistant	Teacher Assistant	per diem	AS	Jackie Drooger
Cramer	Sharon	Personal Care Assistant	Personal Care Assistant	per diem	MDS	Jackie Drooger
Decker	Kenneth	Teacher	Teacher	per diem	MDS	Jackie Drooger
Forsythe	Pamela	Teacher Assistant	Teacher Assistant	per diem	AS	Jackie Drooger
Frischorn	Eryn	Intervener	Intervener	per diem	AS	Jackie Drooger
Hoover	Summer	ESY Assistant	Teacher Assistant	TA/PCA A-1	MDS	Jackie Drooger
Imes	Kelly	Teacher Assistant	Teacher Assistant	per diem	MDS	Jackie Drooger
King	Noelle	ESY Teacher	Teacher	D-1	MDS	Jackie Drooger
Kline	Alexandra	ESY Teacher Assistant	Teacher Assistant	A-1	AS	Jackie Drooger
Kline	Alexandra	ESY Assistant	Teacher Assistant	TA/PCA A-2	MDS	Jackie Drooger
Leibolt	Brenda	Teacher	Teacher	per diem	AS	Jackie Drooger
Rodriguez	John	Teacher Assistant	Personal Care Assistant	per diem	MDS	Jackie Drooger
Ronzo	Danielle	Teacher Assistant	Teacher Assistant	per diem	AS	Jackie Drooger
Salisbury	Stephanie	Teacher	Teacher	per diem	MDS	Jackie Drooger
Shadle	Deborah	ESY Teacher	Teacher	D-1	MDS	Jackie Drooger
Short	Stephanie	Teacher	Teacher	per diem	AS	Jackie Drooger

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Small	Glenda	Intervener	Intervener	per diem	AS	Jackie Drooger
Woodal	Kayla	Personal Care Assistant	Personal Care Assistant	per diem	MDS	Jackie Drooger
Cappellett	Danielle	Speech Therapist	Speech Therapist	per diem	Speech	Janice Tucker
Cook	Tamy	Speech Therapist	Speech Therapist	per diem	Speech	Janice Tucker
Drudy	Mike	Speech Therapist	Speech Therapist	per diem	Speech	Janice Tucker
Leskowsky	Sarah	Speech Therapist	Speech Therapist	per diem	Speech	Janice Tucker
Toerper	Billie Jean	Speech Therapist	Speech Therapist	per diem	Speech	Janice Tucker
Walsh	Molly	Speech Therapist	Speech Therapist	per diem	Speech	Janice Tucker
Arnold	Michelle	Teacher	Teacher	per diem	In the Home	Pat Deibert
Deitrich	Leah	Teacher	Instructional Advisor	per diem	Classroom	Pat Deibert
Eller	Sally	Teacher	Instructional Advisor	per diem	Classroom	Pat Deibert
Evangelisti	Linda	Teacher	Teacher	per diem	In the Home	Pat Deibert
Legore	Laura	Teacher	Teacher	per diem	LSS	Pat Deibert
Alkhas	Dana	Occupational Therapist	Occupational Therapist	per diem	OT/PT	Romy Norris
Bodnari	Andrea	Teacher	Teacher	per diem	B/VI	Romy Norris
Bordner	Corinne	Intervener	Interpreter	per diem	D/HH	Romy Norris
Bull	Colleen	Teacher	Teacher	per diem	D/HH	Romy Norris
Carter	Shanna	Intervener	Intervener	per diem	D/HH	Romy Norris
Cole	Cindy	Teacher	Teacher	per diem	B/VI	Romy Norris
DiCesare	Rosemary	Intervener	Interpreter	per diem	D/HH	Romy Norris
Hess	Karen	Personal Care Assistant	Personal Care Assistant	per diem	D/HH	Romy Norris
Johnson	Kim	Teacher	Teacher	per diem	D/HH	Romy Norris
Kitzmiller	Jennifer	Certified Occupational Therapy Assistant	Certified Occupational Therapy Assistant	per diem	OT/PT	Romy Norris
Mamary	Allison	Intervener	Interpreter	per diem	D/HH	Romy Norris
Moran	Terry	Personal Care Assistant	Interpreter	per diem	D/HH	Romy Norris
Paules	Carly	Teacher	Teacher	per diem	D/HH	Romy Norris
Radzik	Mindy	Teacher	Teacher	per diem	B/VI	Romy Norris
Robins	Christie	Occupational Therapist	Occupational Therapist	per diem	OT/PT	Romy Norris
Sanford	Aimee	Intervener	Intervener	per diem	D/HH	Romy Norris
Small	Glenda	Personal Care Assistant	Personal Care Assistant	per diem	D/HH	Romy Norris
Sneidman	Becky	Teacher	Teacher	per diem	D/HH	Romy Norris
Snellman	Christine	Teacher	Teacher	per diem	B/VI	Romy Norris
Tremblay	Karla	Physical Therapist	Physical Therapist	per diem	OT/PT	Romy Norris
Wingard	Eileen	Physical Therapist	Physical Therapist	per diem	OT/PT	Romy Norris
Arganbright	Jennifer	Teacher	Teacher	per diem	MDS	Tina Diehl
Barnhart	Gina	Personal Care Assistant	Personal Care Assistant	per diem	MDS	Tina Diehl
Berkeley	Adrienne	Personal Care Assistant	Personal Care Assistant	per diem	MDS	Tina Diehl
Beshara	Mervat	Personal Care Assistant	Personal Care Assistant	per diem	MDS	Tina Diehl
Campanella	Sherry	Teacher Assistant	Personal Care Assistant	per diem	MDS	Tina Diehl
Choiniere	Katherine	Teacher	Teacher	per diem	MDS	Tina Diehl
Deller	Jodi	Teacher Assistant	Teacher Assistant	per diem	MDS	Tina Diehl
Dennis	Sarah	Teacher Assistant	Teacher Assistant	per diem	LSS	Tina Diehl
Eberly	Sandra	Teacher Assistant	Teacher Assistant	per diem	LSS	Tina Diehl
Elwood	Cammie	Teacher	Teacher	per diem	MDS	Tina Diehl
Forry	Carolyn	Teacher Assistant	Teacher Assistant	per diem	MDS	Tina Diehl
Gibson	Angie	Teacher Assistant	Teacher Assistant	per diem	MDS	Tina Diehl
Kurnik	Deborah	Personal Care Assistant	Personal Care Assistant	per diem	MDS	Tina Diehl
Marsh	Donna	Teacher	Teacher	per diem	MDS	Tina Diehl
Meckley	Connie	Personal Care Assistant	Personal Care Assistant	per diem	MDS	Tina Diehl
Mingora	Wendy	Teacher Assistant	Teacher Assistant	per diem	MDS	Tina Diehl
Mumma	Lindsey	Teacher Assistant	Teacher Assistant	per diem	MDS	Tina Diehl
Neff	Dwayne	Personal Care Assistant	Personal Care Assistant	per diem	LSS	Tina Diehl
Newman	Pamela	Teacher Assistant	Teacher Assistant	per diem	MDS	Tina Diehl
Nittinger	Lisa	Personal Care Assistant	Personal Care Assistant	per diem	MDS	Tina Diehl
Quinn	Erica	Personal Care Assistant	Teacher Assistant	per diem	LSS	Tina Diehl

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Rider	Beverly	Teacher Assistant	Teacher Assistant	per diem	MDS	Tina Diehl
Stodart	Jamie	Teacher	Teacher	per diem	MDS	Tina Diehl
Swords	Amanda	Teacher	Teacher	per diem	MDS	Tina Diehl
Wambold	Alexandrea	Teacher	Teacher	per diem	LSS	Tina Diehl

2. Business Actions

a. Treasurer's Report

Recommendation: Motion to accept the Treasurer's Report of March 31, 2016, showing cash on hand of \$22,512,732.33.

b. Check Register of Payments

Recommendation: Motion to approve payments through May 25, 2016, totaling \$10,504,045.18. A copy of the Check Register and ACH batch listings will be attached to the original minutes.

Payroll 4/30/16	\$ 2,076,780.27
Payroll 5/15/16	<u>\$ 4,580,740.97</u>
Total Payroll	\$ 6,657,521.24
Total Accounts Payable	<u>\$ 3,846,523.94</u>
Total Payments	\$ 10,504,045.18

3. Board Policy for Adoption

Background: The following policy is presented for adoption:

Policy 819 – Suicide Awareness, Prevention and Response (New)
Policy 819 Attachment

Recommendation: Motion to adopt Board Policy 819 – Suicide Awareness, Prevention and Response and associated attachment.

4. Board Policies for First Reading

Background: In conjunction with the current Policy Review contract with PSBA, the following board policies are presented for a first reading:

- 100 – Program of Services
- 100.1 – Comprehensive Planning
- 101 – Mission Statement
- 102 – Academic Standards
- 103 – Nondiscrimination in Program Service Delivery
- 104 – Nondiscrimination in Employment and Contract Practices
- 105.1 – Review of Instructional Materials by Parents/Guardians and Students
- 105.2 – Exemption from Instruction
- 109.2 – Instructional Materials Services to Nonprofit Organizations
- 110 – Instructional Supplies
- 111 – Lesson Plans

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122 – Equal Access
124 – Alternative Instruction
125 – Adult Education
127 – Assessment System
130 – Homework
132 – Alternative Education
142 – Migrant Students
143 – Standards for Persistently Dangerous Schools
144 – Standards for Victims of Violent Crimes
146 – Student Services
249 – Bullying/Cyberbullying
331 – Job Related Expenses
626 – Federal Fiscal Compliance
827 – Conflict of Interest
Board Policy Section 100 Cross Reference is attached.

Recommendation: No action required at this time.

5. *Proposal for Occupational Therapist, Vicki L. Sauders, Doctoral Capstone Project through Chatham University*

Background: Vicki L. Sauders is requesting permission to conduct an evidence-based occupational therapy capstone project with school-based occupational therapists to answer the question: “Does on-line education on secondary transition increase school-based occupational therapists’ knowledge of their role in secondary transition planning?” Participation will be voluntary. On-line training will be conducted over a six-week period during the 2017 Spring term (January through March 2017). All information will remain confidential.

Recommendation: Motion to grant approval for Vicki Sauders to complete her capstone project on evidence-based occupational therapy.

6. *Proposal for Occupational Therapist, Brooke D. Gingrich, Doctoral Capstone Project through Chatham University*

Background: Brooke Gingrich, M.S. OTR/L, seeks permission to carry out an evidence-based occupational therapy capstone project. This project will include school-based occupational therapy practitioners from the Lincoln Intermediate Unit to answer the proposed question: “Does on-line learning increase utilization of evidence-based practice among school-based occupational therapy practitioners?” Participation in this capstone project will be voluntary, and participants will have the right to drop out at any time. The project will be conducted during the 2017 Spring term and last a total of six (6) weeks (January through March 2017). Informed consent will be obtained and all gathered information will be kept confidential.

Recommendation: Motion to grant approval for Brooke Gingrich to complete an evidence-based occupational therapy capstone project on the effects of on-line learning and utilization of evidence-based practice among school based occupational therapy practitioners.

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H. New Business

1. Request to Use LIU Facilities

Background: The ARC of Adams County provides Friday Fun Night events during each school year from 6:00 - 9:00 PM. These events provide short-term (3-hour) respite opportunities for parents of clients that are ages 15+ with developmental disabilities. The ARC and area colleges provide volunteers to interact with clients during Friday Fun activities, which include board games, music, and crafts.

Recommendation: Motion to grant approval to the ARC of Adams County to use the Lincoln, Lee and Grant Conference Rooms and Catering Room A to host Friday Fun Night events during the 2016-2017 school year from 6:00 - 9:00 PM on October 7, 2016, December 2, 2016, February 3, 2017 and April 7, 2017.

2. LIU Special Education Plan - Assurance

Background: As a component of our annual LIU Special Education Plan submission to PDE, we must provide a written assurance to the Pennsylvania Department of Education for the operation of Special Education programs in compliance with State and Federal guidelines.

Recommendation: Motion to approve the LIU Special Ed Plan Assurance for submission to PDE.

3. Services To Helen Thackston Charter School

Background: Over the past several years, the LIU has provided services to the students and staff at Helen Thackston Charter School. These services have included special education transportation and services to students, as well as professional development consultation and training to staff. Despite numerous attempts of the LIU over the past several years, Helen Thackston Charter School has failed to meet its financial obligation to remit payment for services already delivered and is currently in arrears to the LIU in the amount of \$210,211.38.

Recommendation: Motion to suspend all services and support to Helen Thackston Charter School beginning on July 1, 2016 should they remain delinquent in meeting their financial obligations to the LIU by June 20, 2016.

I. President's Report

J. Executive Director's and Assistant Executive Director's Reports

K. Cabinet Reports

L. Adjournment