

**Lincoln Intermediate Unit 12
Board of Directors Meeting
January 3, 2017**

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

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

E. Presentation: Development of 2017-18 LIU General Operating Budget & Financial Considerations – LeeAnn Zeroth and Tim Stanton

F. Approval of Minutes of November 29, 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

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

Last Name	First Name	Position	Program	Term Date	Reason
Alleman	Jeaneen	Teacher	Multi-Disabilities	12/21/2016	Resignation
Benchhoff	Suzanne	Director	Migrant & ESL Services	01/16/2017	Retirement
Burg	Amanda	Teacher	Emotional Support	01/20/2017	Resignation
Down	Mark	Personal Care Assistant	Life Skills Support	12/20/2016	Termination
Hetrick	Jeanette	Academic Support Specialist	Educational Services	12/22/2016	Resignation
Hornbaker	Judith	Teacher Assistant	Special Education	12/09/2016	Retirement
Laughman	Patricia	Driver	Transportation	12/13/2016	Resignation
Leonard	Lynnmarie	Interpreter	English as a Second Language	12/01/2016	Never Worked
Livelsberger	Yolanda	Fingerprint Clerk/Receptionist	Human Resources	01/06/2017	Resignation
Malick	Michelle	Assistant Director of Finance	Business Services	01/13/2017	Resignation
Mulligan	Constance	Instructional Advisor	Special Education	01/06/2017	Retirement
Salas	Blanca	Interpreter	English as a Second Language	12/01/2016	Never Worked
Stennett	Isabel	Interpreter	English as a Second Language	12/01/2016	Never Worked
Wingert	Mary Jane	Teacher Assistant	Multi-Disabilities Support	01/09/2017	Retirement

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
Baker	Brian	Teacher	Life Skills Support	01/11/2017	\$43,765.00	D-1	188 Days
Duggan	Patrick	Teacher	Alternative Education	01/04/2017	\$46,475.00	E-4	188 Days
Hawbaker	Heidi	Teacher	Multi-Disabilities Support	01/11/2017	\$43,765.00	D-1	188 Days

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Kahler	Abby	School Counselor	Behavior Intervention	01/11/2017	\$49,046.00	F-1	188 Days
Klapka, Jr.	Donald	Senior Grant Accountant	Business Services	01/04/2017	\$68,000	Act 93	260 Days
McCusker	Laura	Staff Developer	Educational Services	01/11/2017	\$55,323.00	I-6	188 Days
Potter	Hannah	Teacher	Multi-Disabilities Support	01/11/2017	\$43,765.00	D-1	188 Days
Wilt	Scott	Assistant Director of Finance	Business Services	01/11/2017	\$80,000.00	Act 93	260 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
Chronister	Emily	Personal Care Assistant	Multi-Disabilities Support	12/14/2016	\$12.67	TA/PCA/BA G-1	188 Days
Curren	Holly	Personal Care Assistant	Autistic Support	01/11/2017	\$13.68	TA/PCA/BA B-4	188 Days
Darrah	Lynne	Personal Care Assistant	Life Skills Support	12/14/2016	\$13.83	TA/PCA/BA G-2	188 Days
Flaharty	Samantha	Personal Care Assistant	Multi-Disabilities Support	01/11/2017	\$12.67	TA/PCA/BA G-1	188 Days
King	Megan	ESL Instructor	Adult Education	01/11/2017	\$18.55	Grant Funded	Part Time
Smith	Madelyn	Personal Care Assistant	Autistic Support	12/15/2016	\$12.42	TA/PCA/BA C-1	188 Days

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
Demory	Michele	Teacher	Chambersburg Area School District	December 1, 2016 – March 31, 2017
Hood	Lynne	Teacher	Dallastown Area School District	November 29, 2016 – December 9, 2016
Kenien	Nicholas	Psychologist	Dover Area School District	One Day in January
Schaefer	Deborah	Teacher	Eastern York School District	December 12, 2016 – January 27, 2017
Secula	Jennifer	Psychologist	Dover Area School District	One Day in January
Shipman	Wendy	Teacher	Dallastown Area School District	December 12, 2016 until Further Notice
Warner	Patricia	Psychologist	Abraxas Leadership Development Abraxas Youth Center Dover Area School District	Four Days in December or January One Day in December or January Three Days in December or January
Washingier	Ronda	Teacher	Chambersburg Area School District	December 1, 2016 – March 31, 2017
Yeager	Page	Teacher	Dallastown Area School District	December 2, 2016 until further notice

(2) **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
Kane	Deborah	Secretary	Speech & Language	\$49,587.20	ESPA Secretary E G-8	TBD	Management Services	Speech & Language	Position Transfer
Rasch	Christine	Secretary	Human Resources	\$47,924.00	Confidential	11/07/2016	Certification Specialist	Human Resource Generalist	Position Transfer

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Reese	Cathleen	ESL Teacher	English as a Second Language	N/A	N/A	12/08/2016	28 ¾ Hours/Week	37 ½ Hours/Week	Increase In Hours Worked
Ritson	Amy	ESL Teacher	English as a Second Language	N/A	N/A	12/01/2016	Part Time	Full Time	Increase in Hours Worked

(3) Recommend approval for the following Student Workers with the Life Skills Support program:

ID#	Location	Rate of Pay
EI37958	York Learning Center	\$7.25
SH65300	Franklin Learning Center	\$7.25

2. Business Actions

a. Treasurer's Report

Recommendation: Motion to accept the Treasurer's Report of November 30, 2016, showing cash on hand of \$18,690,638.46.

b. Check Register of Payments

Recommendation: Motion to approve payments through December 15, 2016, totaling \$10,250,421.03. A copy of the Check Register, Payroll Report and ACH Report will be attached to the original minutes.

Payroll 11/30/16	\$ 2,953,478.91
Payroll 12/15/16	\$ <u>4,960,493.09</u>
Total Payroll	\$ 7,913,972.00
Total Accounts Payable	\$ <u>2,336,449.03</u>
Total Payments	\$ 10,250,421.03

c. Budget Transfers

Recommendation: Motion to approve the Budget Transfers from November 16, 2016 through December 15, 2016. A copy of the Budget Transfer Report will be attached to the original minutes.

3. Board Policies for Adoption

Background: Board Policy Section 200 (pertaining to pupils) is presented for final adoption.

- 201 – Admission of Students
- 202 – Eligibility of Nonresident Students
- 203 – Immunizations and Communicable Diseases
- 203.1 – HIV Infection
- 204 – Attendance
- 206 – Assignment within Intermediate Unit
- 207 – Confidential Communications of Students
- 209 – Health Services/Medical Records
- 209.1 – Food Allergy Management
- 210 – Medications
- 210.1 – Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors

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212 – Reporting Student Progress
216 – Student Records
217 – Graduation
218 – Student Discipline
218.1 – Weapons
218.2 – Terroristic Threats
219 – Student Complaint Process
220 – Student Expression/Distribution and Posting of Materials
221 – Dress and Grooming
222 – Tobacco
224 – Care of Intermediate Unit Property
226 – Searches
227 – Controlled Substances/Paraphernalia
230 – Public Performances by Students
231 – Social Events and Class Trips
233 – Suspension and Expulsion
234 – Pregnant/Married Students
235 – Student Rights and Responsibilities
235.1 – Surveys
237 – Electronic Devices
248 – Unlawful Harassment
250 – Student Recruitment
251 – Homeless Students
252 – Dating Violence

Recommendation: Motion to adopt policy section 200.

4. *Job Description for Review*

Background: The following job description is presented for review.

Supervisor of Pupil Personnel Services (revision)

Recommendation: No action is required at this time.

5. *York/Adams MH-IDD Agreement*

Background: A final amendment to the 2015-2016 Agreement with York/Adams MH-IDD for Early Intervention services is presented for adoption.

Recommendation: Motion to adopt final amendment to the 2015-2016 Agreement with York/Adams MH-IDD for Early Intervention services.

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H. New Business:

I. President's Report

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

K. Cabinet Reports

L. Adjournment

Next Meeting: February 7, 2017