

MINUTES

LINCOLN INTERMEDIATE UNIT BOARD OF DIRECTORS MEETING

JUNE 26, 2018

The regular meeting of the Lincoln Intermediate Unit 12 Board of Directors was held on June 26, 2018. Board President Michael Miller called the meeting to order at 7:07 p.m. with the Pledge of Allegiance.

ATTENDANCE: The following Board members were present:

Sue Heistand	James Roberts
Dustin Martin	Scott Roland
Michael Miller	Michael Wagner
Paul Politis	Carlos Wampler

LIU staff members attending were: Jody Nace, Ed.D., Lynn Murphy, Ed.D., Tim Stanton, Lisa Greth, Shawn Beard, Jill Trostle, and Kim Smith, Esq. of Barley-Snyder.

APPROVAL OF MINUTES: The minutes of June 5, 2018 were approved as presented.

APPROVAL OF CONSENT AGENDA: The Consent Agenda was presented for approval.

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
Carl	Kelly	Teacher	Autistic Support	06/07/2018	Resignation
Conway	Courtney	School Psychologist	Pupil Personnel Services	06/11/2018	Resignation
Cruz Ventura	Laura	21 st Century Program Assistant	21 st Century Grant Services	06/04/2018	Termination
Godstrey	Linda	Personal Care Assistant	Autistic Support	06/01/2018	Termination
Nesbit	Stephanie	Speech Therapist	Preschool	07/19/2018	Resignation
Picciotti	Justine	Teacher	Therapeutic Emotional Support	06/07/2018	Resignation
Ropp	Rosemary	Teacher	Therapeutic Emotional Support	06/05/2018	Retirement
Sager	Elizabeth	Teacher Assistant	Autistic Support	06/01/2018	Resignation
Sams	Rodney	Coordinator of Pupil Transportation	Transportation	07/02/2018	Resignation
Snyder	Christina	Personal Care Assistant	Autistic Support	06/05/2018	Resignation
Utz	Melissa	Teacher Assistant	Autistic Support	06/05/2018	Resignation
Walters	Patricia	Personal Care Assistant	Preschool	06/06/2018	Position Ended

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
Bailets	Meredith	Speech Therapist	Preschool	06/20/2018	\$49,772.00	F-1	188 Day

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							Stretch
Glassick	Emily	Teacher	Multiple Disabilities Support	06/20/2018	\$45,091.00	D-3	188 Days
Hively	Ashley	Speech Therapist	Speech/Language Support	06/06/2018	\$49,772.00	F-1	188 Days
LeDonne	Danielle	Speech Therapist	Speech/Language Support	06/20/2018	\$49,772.00	F-1	188 Days
Sherman	Kacey	Speech Therapist	Speech/Language Support	06/20/2018	\$49,772.00	F-1	188 Days

(2) 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
Garcia	Elizabeth	21 st Century Summer Aide	21 st Century Grant Services	05/30/2018	\$11.60	Grant Funded	Part Time Temporary
Nichols Jr.	Joel	Courier	Business Services	06/12/2018	\$13.89	Maint. B-3	Part Time - 260 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
Various Substitutes	Various Substitutes	Substitute Assistant	South Western School District	May 14, 2018 – June 8, 2018

(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
Forsythe	Marcia	Secretary	21 st Century Grant Services	\$11.35	ESPA Sec. B A-1	06/11/2018	06/11/2018	Beginning of '18-'19 School Year	Additional Temporary Summer Position
Hrycek	Lorrie	Job Coach	Educational Services	\$15.30	n/a	06/01/2018	n/a	n/a	Additional Temporary Summer Position
Krebs	Melinda	Job Coach	Educational Services	\$15.30	n/a	06/01/2018	n/a	n/a	Additional Temporary Summer Position
Lawson	Ricky	Summer Help	Business Services	\$10.00	n/a	06/04/2018	Student Worker	Summer Help	Position Transfer
Lopez Martinez	Alfonso	English as a Second Language Interpreter	Language Instruction Educational	\$17.00	n/a	06/05/2018	n/a	n/a	Additional Position
Malerich	Betty	Job Coach	Educational Services	\$15.30	n/a	06/01/2018	n/a	n/a	Additional Temporary Summer Position
McCusker	Laura	Coordinator of Professional Learning Services	Educational Services	\$85,000	Act 93	08/01/2018	Staff Developer	Coordinator of Professional Learning Services	Promotion
Moyer	Barbara	Physical Therapist	Occupational and Physical Therapy	n/a	n/a	8/7/2018	Full-time	Part-time	Reduction in hours
Neuman	Chelsea	Teacher	Autistic Support	\$49,589.00	LIUEA F-2	05/20/2018	D-2	F-2	Salary Column Movement to Master's

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O'Malley	Jaimie	Itinerant Teacher	Preschool	\$50,489.00	LIUEA F-5	05/12/2018	E-5	F-5	Salary Column Movement to Master's
Rajkowski	Marci	Speech Therapist	Preschool	\$53,362.00	LIUEA I-2	05/23/2018	H-2	I-2	Salary Correction
Schaeffer	Catherine	Coordinator of Occupational /Physical Therapy	Occupational and Physical Therapy	\$92,000	Act 93	07/01/2018	200 Days	260 Days	Increase in Days Worked
Smith	Madelyn	Job Coach	Educational Services	\$15.30	n/a	06/01/2018	n/a	n/a	Additional Temporary Summer Position
Staley	Lesli	Supervisor	Special Education	\$91,000	Act 93	07/01/2018	200 Days	260 Days	Increase in Days Worked
White	Pamela	ESY Teacher	Extended School Year	\$50.35	LIUEA I-11	07/11/2018	Itinerant Teacher	ESY Teacher	Position Correction
Wilt	Angela	Program Coordinator	Adult Education	n/a	n/a	07/01/2018	30 Hours Per Week	35 Hours Per Week	Grant Renewed
Wysocki	Patricia	Supervisor	Special Education	\$87,000	Act 93	07/01/2018	Associate Supervisor / 200 Days	Supervisor / 260 Days	Promotion

(3) Student Workers:

ID#	Location	Rate of Pay
CH86827	New Oxford Training Site	\$7.25
MI88114	New Oxford Training Site	\$7.25

(4) Additional days beyond contract:

Last Name	First Name	Program	May/June 2017/2018 # Days
Nunemaker	Olga	Autistic Support	1
Holtzman	Ellen	Autistic Support	3
Neuman	Chelsea	Autistic Support	1
Metz	Cara	Autistic Support	1

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

Last Name	First Name	Current Position	ESY Position	June/July Rate of Pay	ESY Program	ESY Supervisor
Bahn	Sherri	Personal Care Assistant	Teacher Assistant	Per diem	Special Education	Tina Diehl
Moore	Cathy	Teacher Assistant	Teacher Assistant	Per diem	Life Skills Support	Jackie Drooger
Snelbaker	Tesla	Personal Care Assistant	Personal Care Assistant	Per diem	Blind/Visually Impaired Support	Danielle Messett
Keller	Maureen	Teacher	Teacher	Per diem	Special Education	Jill Trimmer
Kraus	Ann Marie	Part-Time Personal Care Assistant	Teacher Assistant	Per diem	Autistic Support	Brenda Hartman
Watt	Emily	Teacher	Teacher	Per diem	Special Education	Jill Trimmer

2. *Business Actions*

a. *Treasurer's Report*

Recommendation: Motion to accept the Treasurer's Report of May 31, 2018, showing cash on hand of \$27,464,565.35.

b. *Check Register of Payments*

Recommendation: Motion to approve payments through June 15, 2018 and payroll through June 15, 2018, totaling \$10,503,033.38.

c. *Budget Transfers*

Recommendation: Motion to approve Budget Transfers from May 26, 2018 through June 15, 2018.

3. *Job Description for Review*

The position of Board Certified Behavior Analyst (BCBA) was presented for approval in response to school district need to have behavior consultants work with their educational teams in determining effective means to support students with challenging behaviors.

Recommendation: No action was required at this time.

4. *Proposal for Occupational Therapist, Colette N. Hinton, Doctoral Capstone Project through Chatham University*

Recommendation: Motion to grant approval for Colette N. Hinton, Occupational Therapist, to complete her capstone project on evidence-based occupational therapy.

MOTION ON CONSENT AGENDA: Michael Wagner moved to approve, seconded by Paul Politis. All Board members present voted in favor and the motion carried.

OLD BUSINESS

- 1. *Possible Assessment/Audit Update:*** Mr. Miller will be meeting with two superintendents in mid-July to relay the Board's opinions on the potential audit and to learn more about their concerns. He will provide an update at the next meeting in August. Mr. Roland suggested that Dr. Scola of Hanover Public School District be included. Mr. Miller proposed that he and Mr. Roland schedule a separate meeting with Dr. Scola, if there were no objections by the Board.
- 2. *Executive Director Search Update:*** Mr. Miller reported that Mr. Don Stevens is gathering data from IU staff to prepare a vacancy notice to be posted in July in order to receive applications by the end of August or beginning of September. The Search Committee will need to prepare interview questions, determine who will serve on the interview team and

finalize logistics for the interviews. An update will be provided at the next meeting on August 7, 2018.

NEW BUSINESS

1. *Adoption of Special Education Policies and Procedures*

Recommendation: Motion to adopt Special Education Policies and Procedures. Sue Heistand moved approval, seconded by James Roberts. All Board members present voted in favor and the motion carried.

2. *Transportation Budget Resolution for 2017-2018*

Recommendation: Motion to adopt a resolution authorizing Transportation budget expenditures for the 2018-2019 fiscal year, and certifying that such expenditures will be in accordance with the School Laws of Pennsylvania and budget controls of the Pennsylvania Department of Education. Michael Wagner moved approval, seconded by Sue Heistand. All Board members present voted in favor and the motion carried.

3. *Adoption of Joint Purchasing Budget 2018-2019*

Recommendation: Motion to approve the Joint Purchasing budget in the amount of \$219,392. Sue Heistand moved approval, seconded by Paul Politis. In response to questions, Mr. Stanton reported that the budget has already been approved by the Joint Purchasing Board, which decided to fill a position that remained unfilled this past year due to a retirement. The position in question will be totally funded by the Joint Purchasing Board, and is needed due to the large amount of clerical support required to operate the purchasing consortium. Mr. Stanton also reported that it has been the Joint Purchasing Board's choice to roll any remaining fund balance forward to the next fiscal year in order to maintain rate stability on dues. A voice vote recorded 7 ayes and 1 nay. The motion was carried.

PRESIDENT'S REPORT: Mr. Miller announced there would be an executive session following adjournment to discuss a personnel matter.

NEXT MEETING: The next meeting of the Board of Directors will be held at 7:00 p.m. on August 7, 2018 at the LIU Central Office in New Oxford.

ADJOURNMENT: It was moved and seconded to adjourn the meeting at 7:46 p.m.

Tim A. Stanton
Board Secretary